

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA

Third Floor Board Room
March 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. Treasurer's Report

3. Bills Payable

4. Payrolls	February 28, 2003	\$356,388.58
	March 15, 2003	\$229,639.60

5. Budget Report

6. Board Policy 116.01 Board Ethics (Second Reading)

7. Board Policy 306.01 Tax Abatement (Second Reading)

8. Workforce Councils Approval

- E. President's Report**

1. Board Policies Review - 415.01, 416.01, 417.01, 418.01

2. ICCTA Paul Simon Student Essay Contest (attached)

3. Graduate Followup Survey (attached)

4. Illinois State Scholars (attached)

5. Men's Basketball

- F. Financial Reports and Actions**

Budget Presentation - Revenues

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

- H. Closed Session Minutes of February 24, 2003**

I. Personnel

- 1. Faculty Promotions**
- 2. Contractual Reappointments**
- 3. Administrative Reappointments**

J. Other

Special Meeting - Canvass Election Results
(Must be held by April 8, 2003)

K. Reports

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

L. Adjournment

Board of Trustees Meetings

April 28, 2003

May 19, 2003

June 23, 2003

ICCTA Monthly Meetings

**April 29, 2003 - Hilton Hotel,
Springfield**
April 30, 2003 - Lobby Day

Nothing Scheduled

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

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

March 24, 2003

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on March 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	Nancy L. Varga
Pennie von Bergen Wessels	B.J. Wolf
Neal Singleton	

SVCC Staff: President Richard L. Behrendt
Attorney David Murray
Vice President Ruth Bittner
Vice President Deborah Hecht
Vice President Joan Kerber
Secretary to the Board Pro-tem, Shirley Walker

Absent: Robert Thompson

Consent Agenda: It was moved by Member Varga and seconded by Member Dixon that the Board approve the Consent Agenda with the exception of the February 24, 2003 Minutes. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Approval of Minutes: It was moved by Member Von Bergen Wessels and seconded by Member Andersen to approve the February 24, 2003, Minutes with a noted change that Members Thompson, Varga, and Von Bergen Wessels voted nay on the Accelerated College Enrollment Tuition Waivers. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Board Policies: The Board asked that Board Policies 415.01 Dismissal for Cause for Administrators and Instructional Faculty and 416.01 Other Reasons for Termination be reviewed and updated by Ole Bly Pace and brought back for Board approval if changes are necessary.

President's Report: President Behrendt reported that Sandra Magana won first place and Pam Harrison won second place in the ICCTA Paul Simon Student Essay Contest; that the 2001-02 Graduate Follow-Up Survey was included in the Board packet for Board review; that 23 of the 146 students selected used the Illinois State Scholarship waivers for the 2002-2003 academic year; that Russ Damhoff has been named "Coach of the Year" for Region IV; and that the Men's Basketball Team won the Region IV championship.

Budget Presentation: At this time, Ruth Bittner, Vice President of Administrative Services, gave the first of a 3-part series presentation on the budget. This first session was on revenues – the various sources and their uses.

Closed Session: At 7:52 p.m., it was moved by Student Trustee Singleton and seconded by Member Simpson that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or 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 8:30 p.m.

Closed Session Minutes: It was moved by Member von Bergen Wessels and seconded by Member Dixon to approve the minutes of the February 24, 2003, closed session meeting. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Faculty Promotions: It was moved by Member Dixon and seconded by Member von Bergen Wessels to approve the faculty promotions for Richard Eichman and Juel Iwaasa effective the fall of 2003. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Contractual Reappointments: It was moved by Member Simpson and seconded by Student Trustee Singleton to approve the administrative reappointments of Belinda Dalton and Linda Kim and the faculty reappointments of Larry Jackson and Kristi Irving pending the continuation/renewal of their grants/contracts and for the time period listed. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Administrative
Reappointments:

It was moved by Member Simpson and seconded by Student Trustee Singleton to approve the reappointments of the following administrators as indicated:

Continuing Appointments Per Policy 401.01

Alan Pfeifer

Two Year Appointments Per Policy 409.01

Ruth Bittner	Russ Damhoff
Curt Devan	Jim Frederick
Tom Gospodarczyk	Deborah Hecht
Joan Kerber	Linda Little
Cal Lyons	Paula Meyer
David Peterson	Linley White

One Year Appointments Per Policy 409.01

Lisa Beinhoff	Pam Clodfelter
Patrick Kennedy	Chris Shelley

In a roll call vote, Members Andersen, Dixon, Simpson, Varga, and Wolf, voted aye. Member von Bergen Wessels voted nay. Motion carried. Student Trustee Singleton advisory vote: aye.

Special Meeting to
Canvass Votes:

A Special Meeting date of April 3, 2003, at 12:15 p.m. to be held in the third floor Board Room was tentatively set to canvass the results of the April 1 election.

Reports:

Student Trustee Singleton reported that he would be attending a Phi Theta Kappa meeting on April 15 and Lobby Day on April 16 in Springfield.

ICCTA Representative Thompson was absent, no report.

Foundation Liaison Andersen reported that the Foundation had met on February 25, 2003, and have changed their fiscal year to June 30 to match the College's fiscal year and that they also reviewed a letter from Century Development indicating that, due to several reasons, the student housing project would not proceed at this time.

Adjournment:

Since the scheduled business was completed, it was moved by Member Dixon and seconded by Member Andersen that the Board adjourn. The next regular meeting of the Board will be at 7:00 p.m. on April 28, 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 8:47 p.m.

Respectfully submitted,

Nancy L. Varga
Nancy L. Varga, Secretary

**SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF FEBRUARY 28**

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EDUCATION FUND

Revenues

	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget Percent
Local Governmental Sources	2,955,979	1,467,881	3,021,500	1,520,378	50.3%
State Governmental Sources	2,435,138	1,248,074	2,407,922	1,224,739	50.8%
Federal Governmental Sources	17,700	17,188	30,700	855	2.7%
Student Tuition and Fees	2,172,500	2,668,942	2,604,821	2,642,825	101.4%
Sales and Service	164,000	99,505	212,500	194,416	91.4%
Investment Revenue	95,000	44,314	80,000	25,749	32.1%
Other Revenues	462,000	9,412	446,000	30,593	6.8%
TOTALS	-----	-----	-----	-----	-----
	8,302,317	5,555,320	8,803,443	5,639,557	64.0%

Expenditures

Salaries	5,812,162	3,805,739	6,053,764	3,952,692	65.2%
Employee Benefits	1,412,345	626,409	1,458,859	741,188	50.8%
Contractual Services	289,346	278,951	328,162	269,992	82.2%
General Materials and Supplies	597,981	389,884	653,216	442,301	67.7%
Travel and Conference Meeting Exp.	85,800	57,263	121,420	61,310	50.4%
Fixed Charges	46,560	43,574	56,212	15,103	26.8%
Utilities	480				
Capital Outlay					
Other Expenditures	295,500	416,583	476,000	377,377	79.2%
TOTALS	-----	-----	-----	-----	-----
	8,540,174	5,618,406	9,147,633	5,859,966	64.0%

Transfers

Transfers to Other Funds	100,000			60,000	
Transfers From Other Funds	-211,250		-178,000		0.0%
TOTALS	-----	-----	-----	-----	-----
	-111,250		-178,000	60,000	-33.7%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-126,607	-63,085	-166,190	-160,409	
		920,579		586,023	

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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	187,058	50.5%
State Governmental Sources	323,198	160,324	321,520	155,288	48.2%
Student Tuition and Fees	227,800	266,599	271,586	288,461	106.2%
Sales and Service	6,000	3,637	5,500	6,036	109.7%
Facilities Revenue	6,200	2,543	6,000	1,521	25.3%
Investment Revenue	9,000	535	9,000	818	9.0%
Other Revenues	29,000	173	39,500	231	.5%
TOTALS	963,093	613,617	1,023,106	639,415	62.4%
Expenditures					
Salaries	414,487	294,788	443,944	304,790	68.6%
Employee Benefits	134,458	76,855	153,329	89,031	58.0%
Contractual Services	61,500	36,831	69,500	55,119	79.3%
General Materials and Supplies	94,700	58,750	91,400	59,256	64.8%
Travel and Conference Meeting Exp.	2,100	135	2,400	1,462	60.9%
Fixed Charges				58,247	
Utilities	335,400	222,118	337,000	179,285	53.2%
Capital Outlay	35,000	328	15,000	12,181	81.2%
Other Expenditures	-----	-----	-----	-----	-----
TOTALS	1,077,645	689,807	1,112,573	759,374	68.2%
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	-76,189	-55,467	-119,959	
		-50,985		-70,130	

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<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	140,563	4.3%
Investment Revenue	30,000	-12,482	30,000	2,585	8.6%
Other Revenues	250,000		250,000		0.0%
TOTALS	4,092,986	337,000	4,097,922	452,933	11.0%
Expenditures					
Contractual Services		21,847		13,419	
General Materials and Supplies		8,173			
Capital Outlay	5,523,529	662,704	4,441,152	260,982	5.8%
TOTALS	5,523,529	692,725	4,441,152	274,401	6.1%
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	-355,724	226,770	-1,104,238	
		1,072,159		2,440,256	

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<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 Percent
Revenues					
Local Governmental Sources	1,108,109	352,607	1,385,000	706,532	51.0%
Investment Revenue	5,000	18,725	5,000	6,708	134.1%
TOTALS	1,113,109	371,333	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	-254,964 99,909	2,992	-557,330 96,117	

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<u>AUXILIARY ENTERPRISES 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					
Student Tuition and Fees	139,000	161,712	153,000	160,015	104.5%
Sales and Service	44,900	28,542	44,400	27,351	61.6%
Facilities Revenue	75,000	43,333	75,000	37,916	50.5%
Investment Revenue	1,800	-889	1,800	594	33.0%
Other Revenues	1,052,900	793,013	1,329,250	955,990	71.9%
TOTALS	1,313,600	1,025,711	1,603,450	1,181,868	73.7%
Expenditures					
Salaries	63,329	41,490	72,253	44,780	61.9%
Employee Benefits	7,265	4,326	11,710	4,982	42.5%
Contractual Services	36,835	24,182	38,455	27,358	71.1%
General Materials and Supplies	1,115,105	889,303	1,392,405	875,768	62.8%
Travel and Conference Meeting Exp.	67,390	38,461	68,340	45,035	65.8%
Fixed Charges	2,450	8,218	2,450	4,503	183.7%
Capital Outlay				12,015	
Other Expenditures	5,300	1,261	5,300	1,632	30.8%
TOTALS	1,297,674	1,007,245	1,590,913	1,016,075	63.8%
Transfers					
Transfers to Other Funds	75,000		75,820	12,366	16.3%
Transfers From Other Funds	-63,000		-63,820		0.0%
TOTALS	12,000		12,000	12,366	103.0%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	3,926	18,466	537	178,159	
		336,171		475,660	

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RESTRICTED PURPOSES FUND

Revenues

	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget Percent
Local Governmental Sources	1,875,000	1,877,574			
State Governmental Sources	1,491,714	1,023,668	1,366,393	810,968	59.3%
Federal Governmental Sources	2,203,474	1,572,185	2,452,224	1,783,621	72.7%
Investment Revenue		29,641	20,000		0.0%
Other Revenues	65,895	64,237	99,860	91,465	91.5%
TOTALS	5,636,083	4,567,306	3,938,477	2,686,054	68.2%

Expenditures

	1,243,970	718,746	1,217,530	797,122	65.4%
Salaries	207,246	122,425	216,159	145,225	67.1%
Employee Benefits	113,022	41,632	149,566	21,691	14.5%
Contractual Services	233,719	201,577	724,208	423,238	58.4%
General Materials and Supplies	70,556	28,080	68,506	21,404	31.2%
Travel and Conference Meeting Exp.	1,885,047	1,916,869	13,107	10,317	78.7%
Fixed Charges	16,839	6,534	16,200	6,005	37.0%
Utilities	713,090	127,023	194,500	128,589	66.1%
Capital Outlay	1,846,073	1,289,606	2,002,689	1,854,099	92.5%
TOTALS	6,329,562	4,452,497	4,602,465	3,407,693	74.0%

Transfers

Transfers to Other Funds					
Transfers From Other Funds		50,847			0.0%
TOTALS	-----	-----	-----	-----	-----
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-693,479	114,809	-714,835	-721,639	
		2,125,729		794,797	

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<u>WORKING CASH 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					
Investment Revenue	125,000	12,491	100,000	-2,308	-2.3%
TOTALS	125,000	12,491	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	12,491 2,583,275	-100,000	-2,308 2,468,475	

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03/13/2003 <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 <u>Percent</u>
Revenues					
Sales and Service				1,652	
Other Revenues		15,715		11,216	
TOTALS	-----	15,715	-----	12,868	-----
Expenditures					
Contractual Services				63	
General Materials and Supplies		12			
Travel and Conference Meeting Exp.					
Capital Outlay				2,000	
Other Expenditures	12,332			6,277	
TOTALS	-----	12,344	-----	8,340	-----
NET INCREASE/DECREASE IN NET ASSETS		3,371		4,527	
FUND BALANCE		22,842		22,882	

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AUDIT FUND

Revenues

	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget Percent
Local Governmental Sources	31,364	15,626	30,700	15,554	50.6%
Investment Revenue	1,000	315	1,000	62	6.2%
TOTALS	32,364	15,941	31,700	15,617	49.2%

Expenditures

	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget Percent
Contractual Services	38,000	28,225	30,000	28,010	93.3%
TOTALS	38,000	28,225	30,000	28,010	93.3%

NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-5,636	-12,283	1,700	-12,392	
		20,875		17,096	

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<u>LIABILITY, PROTECTION & SETTLEMENT</u>	2001-2002	2001-2002	2002-2003	2002-2003	Budget Percent
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	
Revenues					
Local Governmental Sources	302,786	151,042	291,000	146,235	50.2%
Investment Revenue	200,000	-15,056	200,000	-89,813	-44.9%
Other Revenues	20,000		29,000		0.0%
TOTALS	522,786	135,985	520,000	56,422	10.8%
Expenditures					
Salaries	258,368	136,023	273,621	144,696	52.8%
Employee Benefits	165,824	100,241	203,794	120,245	59.0%
Contractual Services	62,100	33,089	66,200	34,622	52.2%
General Materials and Supplies	22,000	17,314	12,600	1,468	11.6%
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	715	1,000	715	71.5%
Capital Outlay	50,000	7,096	50,000	18,055	36.1%
TOTALS	600,792	323,161	654,215	393,056	60.0%
NET INCREASE/DECREASE IN NET ASSETS	-78,006	-187,175	-134,215	-336,633	
FUND BALANCE		5,919,860		5,852,298	

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<u>BUILDING BOND PROCEEDS 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	50,000	8,086	45,000		0.0%
TOTALS	50,000	8,086	45,000		0.0%
Expenditures					
Investment Revenue	-----	-----	-----	-----	-----
TOTALS	-----	-----	-----	-----	-----
Transfers					
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	8,086	-525,000	1,222,769	
		1,174,500			

For Board Meeting of
March 24, 2003

Agenda Item D-6

BOARD POLICY 116.01 BOARD ETHICS
(SECOND READING)

Attached for Second Reading is Board Policy 116.01 Board Ethics.

RECOMMENDATION: Board approval of Board Policy 116.01 Board Ethics for Second 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 such 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
March 24, 2003

Agenda Item D-7

BOARD POLICY 306.01 ABATEMENT POLICY
(SECOND READING)

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

RECOMMENDATION: Board approval of Board Policy 306.01 Abatement Policy for Second 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 trustee 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

Current Policy

p. 316

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

For Board Meeting of
March 24, 2003

Agenda Item D-8

WORKFORCE COUNCILS

Attached is the updated Workforce Council lists as presented by Dr. Deborah Hecht, Vice President of Instructional Services.

RECOMMENDATION: Board approval of the updated Workforce Council lists (attached).

**SAUK VALLEY COMMUNITY COLLEGE
INSTRUCTIONAL SERVICES**

MEMORANDUM

DATE: March 12, 2003

TO: Dr. Richard L. Behrendt

FROM: Dr. Deborah Hecht *Deborah*

SUBJECT: Workforce Councils

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

js

attachments

**SAUK VALLEY COMMUNITY COLLEGE
BUSINESS AND TECHNOLOGY
WORKFORCE COUNCIL 2003-2004**

Tom Buck.....	Whiteside Area Career Center 1605 Fifth Avenue Sterling, IL 61081 Continuing Appointment
Chris Davis.....	Motorola Dixon/Ottawa Service Center 716 North Galena Avenue Dixon, IL 61021 Continuing Appointment
Bill Dempsey	Wahl Clipper Corporation 2900 North Locust Street Sterling, IL 61081 Continuing Appointment
Don Ebenezer.....	Wahl Clipper Corporation 2900 North Locust Street Sterling, IL 61081 Continuing Appointment
Foster Fike	Unassociated 1711 Avenue E Sterling, IL 61081 Continuing Appointment
Don Garland	National Manufacturing 1 First Avenue Sterling, IL 61081 Continuing Appointment
Tom Gospodarczyk.....	Corporate and Community Services Sauk Valley Community College Continuing Appointment
Sally Hanrahan.....	BEST, Inc. 112 East Second Street Dixon, IL 61021 Continuing Appointment

**SAUK VALLEY COMMUNITY COLLEGE
BUSINESS AND TECHNOLOGY
WORKFORCE COUNCIL 2003-2004**

Jens Hedegaard	Con Agra Food 532 East River Street Dixon, IL 61021 Continuing Appointment
Willy Hewitt.....	Whiteside Area Career Center 1608 Fifth Avenue Sterling, IL 61081 Continuing Appointment
Rhonda Kliman	U.S. Department of Labor Stewart Square – Suite 403 308 West State Street Rockford, IL 61101 Continuing Appointment
Richard Linville	Best Way Scales, Inc. 1 Beltway Rock Falls, IL 61071 Continuing Appointment
Oscar Nazarro	National Manufacturing 1 First Avenue Sterling, IL 61081 Continuing Appointment
Mike Newton	JSP Mold 404 East Fourth Street Milledgeville, IL 61051 Continuing Appointment
Tom Rich	Borg Warner Automotive 1350 Franklin Grove Road Dixon, IL 61021 Continuing Appointment
Dennis Ruetten.....	Raynor Manufacturing 1101 East River Road Dixon, IL 61021 Continuing Appointment

**SAUK VALLEY COMMUNITY COLLEGE
BUSINESS AND TECHNOLOGY
WORKFORCE COUNCIL 2003-2004**

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

Mike Williamson Career Services
Sauk Valley Community College
Continuing Appointment

March 2003

**SAUK VALLEY COMMUNITY COLLEGE
CRIMINAL JUSTICE
WORKFORCE COUNCIL 2003-2004**

Tim Bivins	Lee County Sheriff 122 West Third Dixon, IL 61021 Term Expires: 12/2004
Dan Fish	Fish and Jacobson Law Firm Adjunct Faculty, SVCC 302 South Galena Avenue Dixon, IL 61021 Continuing Appointment
Beto Perez	Rock Falls Chief of Police 1107 West Fifth Street Rock Falls, IL 61071 Term Expires: 12/2003
Ronald Pothoff	Sterling Chief of Police 212 Third Avenue Sterling, IL 61081 Term Expires: 12/2003
Roger Schipper	Whiteside County Sheriff 400 North Cherry Morrison, IL 61270 Term Expires: 12/2003
Dennis Schumacher	Attorney, Dennis Schumacher Law Offices 111 East Hitt Street Mt. Morris, IL 61054 Term Expires: 12/2003
Gary L. Spencer	Whiteside County State's Attorney 200 East Knox Morrison, IL 61270 Term Expires: 12/2003
Harry Ulferts	Lieutenant, Dixon Police Department Adjunct Faculty, SVCC Palmyra Road Dixon, IL 61021 Continuing Appointment

**SAUK VALLEY COMMUNITY COLLEGE
CRIMINAL JUSTICE
WORKFORCE COUNCIL 2003-2004**

Chris Tennyson Whiteside Area Career Center
Adjunct Faculty, SVCC
1626 29th Place
Sterling, IL 61081
Continuing Appointment

James Williams Illinois Department of Children and Family Services
Adjunct Faculty, SVCC
255 Cambridge Court
Dixon, IL 61021
Continuing Appointment

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

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

March 2003

**SAUK VALLEY COMMUNITY COLLEGE
HUMAN SERVICES
WORKFORCE COUNCIL 2003-2004**

Bob Bartles.....	Kreider Services, Inc. 500 Anchor Road Dixon, IL 61021 Term Expires: 12/2003
Paula Drana.....	Director, SVCC Child Care Center Term Expires: 12/2003
Sandra Julifs.....	Director, Tri-County Opportunities Council 405 Emmons Avenue Rock Falls, IL 61071 Term Expires: 12/2003
Jean McKeough Mlsna	American Health Enterprises 501 West Sixth Street Lyndon, IL 61261 Term Expires: 12/2003
John L. Stern	Self Help Enterprises 2300 West LeFevre Road Sterling, IL 61081 Term Expires: 12/2005
Connie Swanson.....	Director, Helping Hands Day Care 1813 Second Avenue Sterling, IL 61081 Term Expires: 12/2003
Judith Hill.....	Assistant Professor of Human Services Sauk Valley Community College Continuing Appointment
Patrick Kennedy.....	Dean of Arts, Social Science, Adult Education, and P.E. Sauk Valley Community College Continuing Appointment

March 2003

**SAUK VALLEY COMMUNITY COLLEGE
ADN – LPN – CNA
WORKFORCE COUNCIL 2003-2004**

Jill Adolph.....Sterling Rock Falls Clinic
101 East Miller Road
Sterling, IL 61081
Term Expires: 12/2004

Beth FioriniPublic Health Administrator
Whiteside County Health Department
18925 Lincoln Road
Morrison, IL 61270
Term Expires: 12/2005

Nancy Granberry, R.N.Vice President of Patient Care Services
CGH Medical Center
100 East LeFevre
Sterling, IL 61081
Term Expires: 12/2005

Carol Gugerty, R.N. Vice President of Patient Care Nursing
KSB Hospital
403 East First Street, Fourth Floor
Dixon, IL 61021
Term Expires: 12/2005

Heather Johnson, L.P.N. SVCC Graduate
3410 Woodlawn Road
Sterling, IL 61081
Term Expires: 12/2004

Jeanine Leopold, R.N. SVCC Graduate
623 East Chamberlin
Dixon, IL 61021
Term Expires: 12/2004

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

**SAUK VALLEY COMMUNITY COLLEGE
ADN – LPN – CNA
WORKFORCE COUNCIL 2003-2004**

Bonnie O'Connell, R.N.....Director of Nursing
Heritage Square
620 North Ottawa
Dixon, IL 61021
Term Expires: 12/2003

Kate Vos, R.N..... SVCC Graduate
1512 Locust Street
Sterling, IL 61081
Term Expires: 12/2005

Kathy Wood, R.N.Director of Nursing
Lee County Rehab
800 Division Street
Dixon, IL 61021
Term Expires: 12/2003

March 2003

**SAUK VALLEY COMMUNITY COLLEGE
PARAMEDIC
WORKFORCE COUNCIL 2003-2004**

Virginia Sheets, R.N.	EMS System Coordinator KSB Hospital 403 East First Street Dixon, IL 61021 Term Expires: 12/2005
Dour Sears, Paramedic.....	EMS Assistant KSB Hospital 403 East First Street Dixon, IL 61021 Term Expires: 12/2005
Chris Barron, Paramedic	EMT Instructor KSB Hospital 403 East First Street Dixon, IL 61021 Term Expires: 12/2004
Steve Clark.....	EMS Graduate 314 Slippery Rock Dixon, IL 61021 Term Expires: 12/2005
Nathan Hartman.....	EMS Graduate 407 Thorpe Milledgeville, IL 61051 Term Expires: 12/2004
Pat Hilliker	Chief, Franklin Grove Fire Department 128 Whitney Street P.O. Box 416 Franklin Grove, IL 61031 Term Expires: 12/2003
Bob Johnson.....	CGH Ambulance Service 100 East LeFevre Street Sterling, IL 61081 Term Expires: 12/2005

**SAUK VALLEY COMMUNITY COLLEGE
PARAMEDIC
WORKFORCE COUNCIL 2003-2004**

Mike PearsonEMS Graduate
1508 Reno Road
Sterling, IL 61081
Term Expires: 12/2003

Dean RhodesChief, Dixon City Fire Department
113 West Second Street
Dixon, IL 61021
Term Expires: 12/2004

March 2004

**SAUK VALLEY COMMUNITY COLLEGE
RADIOLOGIC TECHNOLOGY
WORKFORCE COUNCIL 2003-2004**

Al Corwin, B.S., R.T. (R) (CT)	Chief Technologist Perry Memorial Hospital Princeton, IL 61356 Term Expires: 12/2005
Margy Frey, B.S., R.T. (R)	Administrative Director Illinois Valley Community Hospital 925 West Street Peru, IL 61354 Term Expires: 12/2005
Richard Kerley, R.T. (R).....	Administrative Technologist CGH Medical Center 100 East LeFevre Sterling, IL 61081 Term Expires: 12/2004
Ed McKenney, R.T. (R).....	St. Margaret's Hospital 600 East First Street Spring Valley, IL 61342 Term Expires: 12/2003
Danell Mertes, R.T. (R)	St. Mary's Hospital 111 East Spring Street Streator, IL 61364 Term Expires: 12/2003
Dorothy Peare, R.T. (R).....	Community Hospital of Ottawa 1100 East Norris Drive Ottawa, IL 61350 Term Expires: 12/2004
Cindy Steilow, R.T. (R)	Radiology Manager Mendota Community Hospital Rt. 51 and Memorial Drive Mendota, IL 61342 Term Expires: 12/2005

415.01 Dismissal for Cause for Administrators and Instructional Faculty

Any one of the following shall be considered adequate cause for suspension and possible termination of administrators and instructional faculty:

- Inadequate performance of duties;
- Willful and continuous neglect of duties;
- Unprofessional conduct;
- Violation of official college policies;
- Moral turpitude;
- Unjustifiable insubordination; and/or
- Physical or mental incapacity.

416.01 Other Reasons for Termination

Age: Tenure shall expire automatically and without notice upon completion of the contract year in which the 70th birthday of a tenured staff member occurs. Employment after 70, if any, shall be on either a temporary or an annual contract basis.

Budget or Program Retrenchment: The services of any member of the faculty and administration may be terminated in the event of the need for financial or program retrenchment. Notification of termination shall be given as soon as the need for retrenchment is apparent. Such termination shall be made at the close of the contract year. Positions which have been vacated on such grounds shall not be filled within two years. Members of the division in which the program retrenchment is being considered shall be consulted in a division retrenchment.

2/12/79

3/23/87

417.01 Responsibilities of Support and Professional/Technical Staff

The responsibilities of support and professional/technical staff shall be defined by their respective supervisors within the scope of the rules and regulations governing their responsibilities and in a manner consistent with Affirmative Action guidelines and the Support and Professional/Technical Staff Handbook, with the approval of the President.

2/12/79

8/17/84

11/28/94

418.01 Termination of Support and Professional/Technical Staff

A member of the support and professional/technical staff may be terminated immediately with cause or upon advance notice of two weeks without cause, with entitlement to unused vacation leave at his/her current rate of compensation.

2/12/79

11/28/94

SAUK VALLEY COMMUNITY COLLEGE INSTRUCTIONAL SERVICES

MEMORANDUM

DATE: March 7, 2003

TO: Dr. Richard Behrendt

FROM: Deborah Hecht *Deborah*

SUBJECT: ICCTA Paul Simon Student Essay Contest

Attached are copies of the winning essays for the ICCTA contest. First place was won by Sandra Magana and second place went to Pam Harrison. Sandra will receive a scholarship for six credits and Pam will receive a scholarship for three credits at SVCC. The essays were judged by Randy Norris, Amanda Vos and Patrick Kennedy. I have forwarded Sandra's essay to ICCTA for entry in the statewide essay contest.

JS

attachments

*1st place
winner*

SCHOLARSHIP OPPORTUNITY FOR SAUK VALLEY COMMUNITY COLLEGE STUDENTS

2003 PAUL SIMON STUDENT ESSAY CONTEST

Illinois Community College Trustees Association's *Paul Simon Student Essay Contest* provides a one-time \$500 scholarship to the student who best describes "How My Community College Has Changed My Life." In addition, Sauk Valley Community College will award a tuition scholarship for six credit hours for the first place winner and a tuition scholarship for three credit hours to the second place winner.

GUIDELINES

1. All currently enrolled part- or full-time Illinois community college students are eligible to participate.
2. Entries must be typed (500 words or less) and address the topic **How My Community College Has Changed My Life. EACH ENTRY WILL BE JUDGED ON THE BASIS OF WRITING STYLE, CLARITY OF EXPRESSION, AND RELEVANCY TO THE TOPIC, WITH SPECIAL EMPHASIS PLACED ON CORRECT GRAMMAR AND PUNCTUATION.**
3. An official entry form must accompany each essay.
4. All essays must be submitted by Friday, February 28, 2003.
5. Winning essays must be forwarded to ICCTA by March 28, 2003.
6. The ICCTA Public Relations Committee will choose the statewide winning essay.

AWARDS

Local Level: First Place – Tuition scholarship for 6 credit hours at SVCC
Second Place – Tuition scholarship for 3 credit hours at SVCC

State Level: The Illinois Community College Trustees Association will provide the winner with

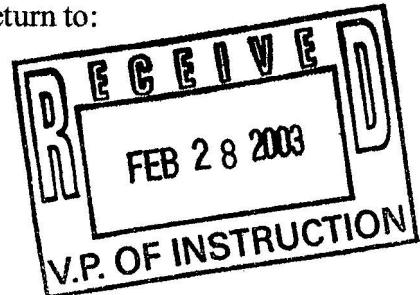
1. a \$500 cash stipend for educational expenses for the fall 2003 semester,
2. an invitation to attend the ICCTA's June 20th awards banquet in Chicago, IL (mileage and banquet costs reimbursed by ICCTA).

2003 Paul Simon Student Essay Contest Entry Form

Name Sandra Magana Phone (815) 626-4822
College Sauk Valley Community College
Home Address 1206 7th ave
City, State, Zip Code Sterling IL 61081
Are you a member of Phi Theta Kappa Yes No

Please attach the completed form to your essay and return to:

Dr. Deborah Hecht
Vice President of Instructional Services
Room 3L12
Deadline: February 28, 2003



How My Community College has Changed My Life

By attending Sauk Valley Community College, my life has been changed in many positive ways. I have discovered new methods of how to become a better student. I have managed to be more responsible with the assistance of Sauk's faculty. SVCC has helped me develop realistic goals for the future, and it has inspired me to motivate others.

While attending Sauk Valley Community College, I have learned to become a better student. The college offers many programs that help students succeed and accomplish more with their college education. The College offers a variety of programs, which have helped me with my education. SVCC offers support through workshops, Counseling Office, Student Activities, the Learning Assistance Center, Career Services, and P.L.A.C.E. (Promoting Latino Access to College Education). As a Latina student, I am glad to see that Sauk Valley Community College is concerned about minority groups and all of its students. SVCC creates an atmosphere of comfort and motivation that has helped me to never give up on my dreams.

By attending Sauk Valley Community College, I have become a responsible adult. I am involved in many activities that require organization and discipline. Through the work-study program that SVCC offers, I am currently working in the Reading Center as an office assistant. I am the Vice-President of the Association of Latin American Students, and I am also involved in my community as I tutor high school students in Biology, Math and English where I have the opportunity to use my bilingual skills. Even though I am very busy, I have learned to discipline myself to accomplish all of my tasks, and whenever I face a problem, I know that I can count on my teachers for extra help and encouragement.

What is most rewarding for me is that by attending Sauk Valley Community College, I have been inspired to do well, and to accomplish my goals. I want to do well and prove to myself, my family and to others that I have what it takes to become a professional. With the education that Sauk Valley Community College has offered me, now I feel capable of facing challenges that life might bring. I see myself as being a role model especially for my four sisters, as well as to other students that pursue their education through Sauk Valley Community College.

SCHOLARSHIP OPPORTUNITY FOR SAUK VALLEY COMMUNITY COLLEGE STUDENTS

2nd place winner

2003 PAUL SIMON STUDENT ESSAY CONTEST

Illinois Community College Trustees Association's *Paul Simon Student Essay Contest* provides a one-time \$500 scholarship to the student who best describes "How My Community College Has Changed My Life." In addition, Sauk Valley Community College will award a tuition scholarship for six credit hours for the first place winner and a tuition scholarship for three credit hours to the second place winner.

GUIDELINES

1. All currently enrolled part- or full-time Illinois community college students are eligible to participate.
2. Entries must be typed (500 words or less) and address the topic **How My Community College Has Changed My Life. EACH ENTRY WILL BE JUDGED ON THE BASIS OF WRITING STYLE, CLARITY OF EXPRESSION, AND RELEVANCY TO THE TOPIC, WITH SPECIAL EMPHASIS PLACED ON CORRECT GRAMMAR AND PUNCTUATION.**
3. An official entry form must accompany each essay.
4. All essays must be submitted by Friday, February 28, 2003.
5. Winning essays must be forwarded to ICCTA by March 28, 2003.
6. The ICCTA Public Relations Committee will choose the statewide winning essay.

AWARDS

Local Level: First Place – Tuition scholarship for 6 credit hours at SVCC
Second Place – Tuition scholarship for 3 credit hours at SVCC

State Level: The Illinois Community College Trustees Association will provide the winner with

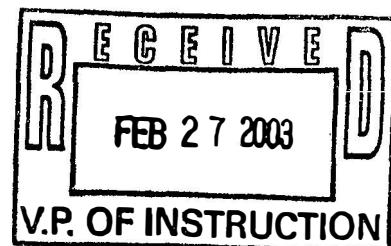
1. a \$500 cash stipend for educational expenses for the fall 2003 semester,
2. an invitation to attend the ICCTA's June 20th awards banquet in Chicago, IL (mileage and banquet costs reimbursed by ICCTA).

2003 Paul Simon Student Essay Contest Entry Form

Name Pam Harrison Phone 288-5327
College Sauk Valley Community College
Home Address 701 Institute
City, State, Zip Code Dixon IL 61021
Are you a member of Phi Theta Kappa Yes No X

Please attach the completed form to your essay and return to:

Dr. Deborah Hecht
Vice President of Instructional Services
Room 3L12
Deadline: February 28, 2003



How My Community College Has Changed My Life

Attending Sauk Valley Community College is the most exciting thing that I've done this year. It has brought learning back into my immediate, everyday world and it's been fun. It has made me more confident of my abilities, preparing me for transfer to a four-year university. It has helped me set a good example for my children and I hope for others who see me grow through this experience.

My first career, that of a happy stay-at-home mom for the past 19 years, is approaching its end, and the time has come to prepare for my next career. My intention is to go into editing in the area of children's literature. This will require education that I did not receive after high school 23 years ago. However, deciding to go to college at the age of 40 is one thing, and actually doing placement testing and registering for classes is something entirely different. Walking into Sauk the first several times was terrifying. I didn't know what I was doing; I didn't know if I would be accepted by the other students; and I didn't know if I could still sit down and learn things like I had all those years before.

My fears were not entirely groundless, but most of them were unnecessary. The placement testing was frustrating and scary, as was walking into class the first day. However, I was treated with respect each time I stepped on campus by the faculty and staff who have never been less than fully supportive and friendly. The students have been very accepting of me as an older classmate, and as a result I have rarely felt out of place at Sauk. Already, in only my second semester, it is a place where I am completely at ease. Starting my delayed college life at a small community college has been so much easier than a larger, four-year university would have been.

I have learned how to study effectively and to focus on the task at hand, while keeping several other projects going in the background. I have gained basic cultural knowledge about art, psychology and sociology. I have found that I can still do math, learn Spanish, and that if I am willing to put in effort, then I will get a good result. I have grown in confidence—both in my scholastic abilities and in my interpersonal abilities. Associating with people of different ages and backgrounds has helped widen my view of the world.

My children have seen the changes within me. We sit at the table nearly every night doing homework together and comparing notes about our days. I talk to my husband, my friends, and my acquaintances nonstop about how much I am learning and enjoying my classes. I am showing my children that what a person chooses to do in life, he or she can do.



SAUK VALLEY COMMUNITY COLLEGE

Office of Admissions and Records

173 IL Rt. 2, Dixon, IL 61021

(815) 288-5511 ext. 310

Memo

To: Dr. Joan Kerber, Vice President of Student Services

From: Pam Clodfelter, Director of Admissions, Records and Enrollment Services

Date: February 26, 2003

Re: Illinois State Scholars

The students listed below have received the Illinois State Scholarship waiver for the 2002-2003 academic year. A total number of **146 students** were selected for this award and **23 students** have utilized it.

<u>Name</u>	<u>High School</u>	<u>Credit</u>
1. Kelly Setchell	Amboy	3 (Summer)
2. Jessica Taylor	Bureau Valley	3 (Summer)
3. Troy Blackford	Dixon	3 (Summer)
4. Kristina Brooks	Dixon	1 (Summer)
5. Heather Buchanan	Dixon	1 (Summer)
6. Ryan Carlson	Dixon	3 (Summer)
7. Scott Cornwell	Dixon	3 (Fall)
8. Jeanna Dalton	Dixon	3 (Summer)
9. Erica Grennan	Dixon	3 (Summer)
10. Randi Heintzelman	Dixon	3 (Summer)
11. Amber Polivka	Dixon	3 (Summer)
12. Sarah Stouffer	Dixon	3 = 1(Summer) + 2(Fall)
13. Angie Kersten	Franklin Center	3 (Summer)
14. Danielle Seger	Fulton	3 (Summer)
15. Dan Knolhoff	Newman	3 (Summer)
16. Manreet Kalyan	Oregon	3 (Summer)
17. Amanda Reising	Oregon	2 (Summer)
18. Peter Castelein	Prophetstown	3 (Summer)
19. Ashley Morse	Prophetstown	3 (Summer)
20. Andria Moore	Rock Falls	3 (Summer)
21. Emily Blackburn	Sterling	3 (Summer)
22. John Loos	Sterling	3 (Summer)
23. Sarah Murphy	Sterling	3 (Summer)

For Board Meeting of
March 24, 2003

Agenda Item F

BUDGET PRESENTATION - REVENUES

As we approach budget development, it seems timely to offer the Board a series of PowerPoint presentations by Vice President Bittner on the SVCC budget. This first one will be confined to revenues – the various sources and their uses.

RECOMMENDATION: Information only.

Introduction to SVCC's Budget System

March 2003

Governing Rules

As a public community college, Sauk's accounting and budgeting system is governed by three rule-setting bodies: FASB (Financial Accounting Standards Board), GASB (Governmental Accounting Standards Board), and the ICCB (Illinois Community College Board).

The FASB publishes Statements of Financial Accounting Standards that establish GAAP (Generally Accepted Accounting Principles) to be followed by all accounting entities. The GASB publishes additional specialized standards for governmental units. The ICCB publishes the Fiscal Management Manual, which further refines the standards into account coding structures and reporting rules to be used by Illinois public community colleges. The manual can be found on-line at the ICCB's website (www.iccb.state.il.us).

Fund Accounting

Governmental entities like Sauk use a reporting system called "fund accounting." While businesses have just a single balance sheet and income statement, we have a balance sheet and income statement for each of ten funds.

Sauk's revenues arrive with instructions on their use. For example, we receive ICCB Credit Hour grants to be used for educational purposes, and we levy property tax for specific functions, such as Liability Protection and Settlement. Fund accounting is the mechanism we use to tie those different types of sources to their related uses.

Sauk uses the following funds:

- Education – For general educational expenditures.
- Operations and Maintenance – For routine buildings and grounds costs.
- Operations and Maintenance-Restricted – For specific major facilities projects.
- Bond and Interest – For repayment of borrowing through bonds.
- Auxiliary Enterprises – For self-supporting, non-tax supported activities.
- Restricted Purposes – For grants and similar sources that stipulate specific uses.
- Working Cash – An internal savings account to cover periods of low cash flow.
- Audit – For annual independent audit costs.
- Liability Protection and Settlement – For protection against potential tort claims, risk management, and employee Social Security tax.
- Building Bonds Proceeds – To account for the receipt and use of building bond proceeds.

The Education and Operations and Maintenance Funds together are often referred to as the operating funds.

Operating Fund Revenues

Sauk's operating revenues come from three major sources: property tax, State grants, and tuition and fees.

Property tax: We receive property tax (\$3,323,750 in the operating funds for FY 02) from the residents of six counties: Lee, Whiteside, Carroll, Ogle, Henry and Bureau. The assessed valuations for each in tax year 2001 were as follows:

County	Assessed Valuation	% of Total
Whiteside	593,292,517	48.3%
Lee	410,949,504	33.5%
Ogle	94,121,834	7.7%
Henry	2,427,274	.2%
Bureau	64,782,354	5.3%
Carroll	61,603,216	5.0%
Total	1,227,176,699	100.0%

We submit our annual tax levy to each county clerk by the last Tuesday in December. The levy is a dollar amount (not a rate) for each fund. Some funds have tax rate limits, as follows (per \$100 of Equalized Assessed Valuation):

Fund	Rate Limit
Education	.2450
Operations and Maintenance	.0300
Operations and Maintenance-Restricted	.0500
Bond and Interest	none
Liability Protection and Settlement	none
Audit	none

To calculate the levy, in early November we ask each county for an estimate of the next year's EAV. We compare the estimates to the previous year's comparable figures and actual EAV to arrive at an average estimated property value percentage increase. The county information at that time of year is preliminary, as the clerks usually have not yet reduced the EAV for exemptions, sometimes have estimates only for the whole county rather than for Sauk's district, and have not yet received assessment appeals.

We then prepare a projection of the next fiscal year's budget for each tax-supported fund. Finally, we join the budget and EAV estimates to develop a tax levy recommendation for the Board of Trustees.

The next fiscal year's property tax revenue budget includes half of this newly developed levy plus an estimate of half of the following year's levy, as the fiscal year and property tax year differ by six months.

State grants: The ICCB submits its budget request to the Illinois Board of Higher Education in the fall of the year preceding the budgeted fiscal year. The budget, as revised by the IBHE, goes to the State legislature around January. It reaches the Governor's office for final approval sometime in the spring. Sometimes the budget is not finalized until well into the new fiscal year. In fact, sometimes it is changed even after that approval, if the State decides to enact mid-year budget cuts.

We estimate State grants for early budget projections based on the ICCB and IBHE proposals and on news reports from Springfield. As the State budgeting process progresses we revise our estimates as needed.

We receive seven types of State funding in the operating funds.

Our main source of funding, Credit Hour Grants (\$1,568,664 in FY 02), depends on the ICCB's total allocation for the grants and the weighted average number of credit hours produced at each college two years prior. So, Sauk's FY 04 grant is based on FY 02 enrollment as a percent of total enrollment in the Illinois community colleges that year.

The Equalization Grant (\$684,778 in FY 02) is designed to support colleges that have a relatively low Equalized Assessed Valuation per credit hour generated. It attempts to ease pressure on local property tax rates for districts that have a low tax base.

The Square Footage Grant (\$30,900 in FY 02) provides some extra funding for building maintenance costs based on the size of each college's facilities.

The Small College Grant (\$60,000 in FY 02) goes to approximately 15 of the State's lowest enrollment colleges to assist in overcoming their lack of the operating economies of scale that benefit large schools.

The ISBE Vocational Education Grant (\$43,443 in FY 02) is distributed among the colleges on the same credit hour basis as the ICCB Credit Hour Grant, but for vocational course enrollment only.

The Corporate Personal Property Replacement Tax (\$280,930 in FY 02) was established in the mid 1980s when the State legislature eliminated personal property (equipment, rather than real property, or land and buildings) from local property taxes. The CPPRT mitigates the tremendous effect that decision would have had on school funding. It is now similar to an income tax, and its budget depends on economic conditions.

Other State funding sources in the operating funds might include supplemental ICCB grants or legislative "member project" grants. These occur only periodically, usually based on a competitive application and/or available State budget.

Tuition and fees: The tuition rate is usually approved by the Board of Trustees around February, to take effect with the summer semester. Changes in fees also go to the Board at that time.

We develop a recommended tuition rate based on early budget projections. Given assumptions about property tax, State grants, expenditures, transfers, and enrollment, we calculate the tuition rate needed to make the budget balance. Tuition revenue was \$2,559,334 in FY 02.

We base enrollment estimates on the area economic situation and on expected results from any special recruitment efforts. A strong economy usually leads to lower enrollment, as people either devote more time to jobs than school or are better able to afford more expensive schools elsewhere.

Fees (\$472,779 in FY 02) consist of course fees, the technology fee, and miscellaneous fees. Course fees cover non-personnel costs that can be tied directly to specific courses. The goal is to cover such costs through fees paid by students in those courses rather than to spread the cost load among all students through tuition. The technology fee represents \$2 of the stated tuition rate; it supports computer-related operating costs. Miscellaneous fees include deferred payment plan charges and other miscellaneous student fees.

Budgeting for fees is based mostly on the estimated percent change in enrollment.

Other revenue: Other revenue includes Corporate and Community Services course fees (\$238,693 in FY 02), investment income (\$106,806 in FY 02), sale of obsolete equipment, facilities rentals, and other minor sources. It also includes a book entry for the State's contribution to employees' SURS accounts, which is balanced by an equal expenditure entry (\$484,054 in FY 02).

For the Board Meeting
March 24, 2003

Agenda Item I-1

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

Richard Eichman
Juel Iwaasa

Assistant Professor to Associate Professor
Instructor to Assistant Professor

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

TO: Dr. Richard Behrendt
FROM: Dr. Deborah Hecht 
DATE: March 7, 2003
RE: Faculty Promotion Recommendations

Due to an administrative oversight the promotions of Richard Eichman and Juel Iwaasa were overlooked on the information that was presented to the Board of Trustees during their February meeting.

We are requesting that Mr. Eichman be promoted from Assistant to Associate Professor and that Mr. Iwaasa be promoted from Instructor to Assistant Professor. Both of these individuals have met the criteria for promotion as documented on the attached memos. They are both excellent instructors, work well with our students and are deserving of this change in their status.

If you have any questions, please contact me.

TO: Richard L. Behrendt

FROM: Deborah Hecht 

DATE: February 26, 2003

RE: Recommendation to promote Richard Eichman to the rank of Associate Professor

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

1. Mastery of Subject Matter

Mr. Eichman has a Bachelor's degree in Psychology from the University of Maryland and a Master's degree in English from Central Missouri State University. He has completed all requirements for a Master's degree in History from Northern Illinois University (NIU) with the exception of a course in progress; he has also begun a Master's degree in French at NIU. 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 English, History, and French.

2. Demonstrated Service Ability

Mr. Eichman has been an asset to the College. He has always been an active member on committees. He has arranged for visitors to speak to his classes on such topics as their experience in Vietnam. He has taught a section of a new course in Student Success Skills that has been developed for academically-challenged students. He has created an internet section of English Composition II; he has also developed a special topics course in History that addresses the assassination of President John F. Kennedy. He will begin offering French courses at Sauk in Fall Semester 2003.

3. Interest in Students as Individuals

Mr. Eichman 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 has taught a section of a new course in Student Success Skills that has been developed for academically-challenged students. He encourages the development of thinking skills necessary to succeed in college and outside the classroom.

4. Understanding the Comprehensive Community College Mission

Mr. Eichman places a high priority on teaching excellence. He is well-organized in the classroom and employs appropriate technology to enhance his teaching capabilities.

5. Potential for Continued Professional Growth

Mr. Eichman is currently working on completing a Master's degree in History and has begun graduate studies in French at NIU. He works continuously to update and refine the courses he teaches in English and History.

6. Number of Years in Present Rank

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

TO: Richard L. Behrendt

FROM: Deborah Hecht 

DATE: February 26, 2003

RE: Recommendation to promote Juel Iwaasa to the rank of Assistant Professor

This memorandum will serve as a formal recommendation to appoint Juel Iwaasa to the rank of Assistant Professor. The following information is offered in support:

1. Mastery of Subject Matter

Mr. Iwaasa has Bachelor's and Master's degrees from Brigham Young University. 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 discipline of Music.

2. Demonstrated Service Ability

Mr. Iwaasa has been an asset to the College. He has always been an active member on committees. He writes and arranges music for the College's chamber ensemble and concert choir, organizes and promotes musical programs, and turns his portion of Sauk's choir concerts into events that both entertain and educate. He has taught a section of a new course in Student Success Skills that has been developed for academically-challenged students.

3. Interest in Students as Individuals

Mr. Iwaasa 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 has taught a section of a new course in Student Success Skills that has been developed for academically-challenged students. He encourages the development of thinking skills necessary to succeed in college and outside the classroom.

4. Understanding the Comprehensive Community College Mission

Mr. Iwaasa places a high priority on teaching excellence. He is well-organized in the classroom and employs appropriate technology to enhance his teaching capabilities. He has worked to build strong relationships with the colleges and universities to which

Sauk students typically transfer; he has also made efforts to network with the music departments of the Sterling public school system.

5. Potential for Continued Professional Growth

Mr. Iwaasa has been attending professional continuing education workshops to enhance his instructional skills. He works continuously to update and refine the courses he teaches in Music.

6. Number of Years in Present Rank

Mr. Iwaasa was employed as an Instructor in 2000. He has been in his current rank for three years.

C:\KENNEDY\Faculty (Full-Time)\Iwaasa\iwaasa recommendation for promotion 22603.wpd

For Board Meeting of
March 24, 2003

Agenda Item I-2

CONTRACTUAL REAPPOINTMENTS

The following contractual employees have been recommended for reappointment for the 2003-2004 year pending continuation/renewal of their grants/contracts, for the time periods specified. The administrators and counselors have been evaluated by their supervisors and rated satisfactory or better.

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

ADMINISTRATORS

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

FACULTY

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

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

For Board Meeting of
March 24, 2003

Agenda Item I-3

ADMINISTRATIVE REAPPOINTMENTS

Each year, we act on administrative reappointments. The following personnel have been evaluated by their supervisor as satisfactory or better and are recommended for reappointment for the positions shown for 2003-2004.

Continuing Appointments Per Policy 401.01

Pfeifer, Alan Dean of Information Services

Two Year Contracts Per Policy 409.01

Bittner, Ruth	Vice President of Administrative Services
Damhoff, Russ	Director of Athletics, Head Men's Basketball Coach and Director of Sports Information, Athletic Booster Club and Intramurals
Devan, Curt	Coordinator of Personnel Services
Frederick, Jim	Director of Buildings and Grounds
Gospodarczyk, Tom	Dean of Corporate and Community Services
Hecht, Deborah	Vice President of Instructional Services
Kerber, Joan	Vice President of Student Services
Little, Linda	Director of Grants, Planning and Institutional Research
Lyons, Cal	Director of College Relations and Executive Director of the SVCC Foundation
Meyer, Paula	Business Manager
Peterson, David	Director of Student Financial Assistance
White, Linley	Dean of Business, Technology and Natural Sciences

One Year Contract Per Policy 409.01

Beinhoff, Lisa	Director of Learning Resources
Clodfelter, Pam	Director of Admissions, Records, and Enrollment Services
Kennedy, Patrick	Dean of Arts, Social Science and Adult Education
Shelley, Chris	Director of Instructional Technology
TBA	Dean of Health and Physical Education

RECOMMENDATION: Reappointment of the administrators as indicated above.

SAUK VALLEY COMMUNITY COLLEGE
 BOARD OF TRUSTEES - TREASURER'S REPORT
 As of February 28, 2003

CHECKING ACCOUNTS

	INTEREST	
	RATE	AMOUNT
<u>INTEREST BEARING ACCOUNTS</u>		
General Account - Sterling Federal Bank	0.62	\$82,918.17
Illinois Funds - Firstar Bank, Springfield	1.24	709,869.17
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS		
SAUK VALLEY COMMUNITY COLLEGE		
APPROVED BY		
		
PRESIDENT		
		
SECRETARY		
TOTAL CHECKING ACCOUNTS		
DATE		
\$2,870,955.60		

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

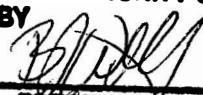
BOND INVESTMENTS - Liability, Protection & Settlement

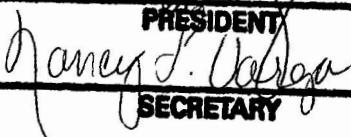
Federal Home Loan Mtg Corp	02-15-03	6.90	\$474,262.91
Federal Home Loan Mtg Corp	08-22-03	1.53	364,378.88
Cook County II Twp	12-01-03	5.00	581,288.76
Fed Natl Mtg. Assn.	12-15-03	2.50	205,349.57
Federal Natl Mtg. Assn.	03-15-04	4.75	542,843.04
Federal Home Loan Mtg Corp	07-15-04	1.75	515,214.95
Seattle 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
Fed Natl Mtg Assn Benchmark	03-15-05	1.50	479,164.06
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			\$5,966,252.09

TOTAL INVESTMENTS **\$10,466,252.09**

Sauk Valley Community College
Board of Trustees
March 24, 2003

<u>Summary of Bills Payable</u>	<u>Amount</u>
General Operating Funds	\$ 498,582.76
Restricted Fund	\$ <u>188,903.36</u>
TOTAL	<u>\$ 687,486.12</u>

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY


PRESIDENT


SECRETARY
DATE _____

REPORT SVRCHKR
FISCAL YEAR 2003

Sauk Valley Community College
Check Register
From 02/20/03 To 03/24/03

RUN DATE: 03/13/03
TIME: 3:46 PM
PAGE: 1

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Follett Bookstore	01		Tuition Billed to Employer	Book-Connie Fredericks-Casa Willis	59.00
Consolidated Management Co	01		Foundation Expense	Executive Committee Breakfast	40.95
Consolidated Management Co	01		Foundation Expense	Foundation Meeting Breakfast	142.80
Nexus Office Systems, Inc	01		Dislocated Worker Expense	Copy Machine Repair	138.24
State Universities Retirement	01		SURS Payable		46,202.00
State Universities Retirement	01		SURS Payable		27,927.12
Select Employees Credit Union	01		Credit Union Payable		11,412.24
Select Employees Credit Union	01		Credit Union Payable		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	47.97
State Disbursement Unit	01		Wage Garnishment Payable	Garnishment	21.99
United States Treasury	01		Wage Garnishment Payable	GARNISHMENT	250.00
United States Treasury	01		Wage Garnishment Payable	Garnishment	250.00
Community Health Charities of	01		United Way Payable	ACCRUED W/H-Community Health Charties	19.00
Community Health Charities of	01		United Way Payable	ACCRUED W/H -Community Health Charties	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

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Illinois Mutual	01		Optional Disability Insurance		3.89
SVCC Foundation	01		Foundation Payable		113.00
SVCC Foundation	01		Foundation Payable		100.50
American Express Financial Adv	01		American Express		245.00
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
Adams, Rylan D.	01		Accounts Payable	MAP/IIA Bal	831.50
Adams, Tamela R.	01		Accounts Payable	Fndtn	11.00
Anderson, Wendy L.	01		Accounts Payable	Stafford Bal	133.73
Armstrong, Sonya M.	01		Accounts Payable	Stafford Ln	1,272.64
Armstrong, Sonya M.	01		Accounts Payable	Stafford Loan	1,273.61
Aurand, Christine E.	01		Accounts Payable	MAP Bal	500.47

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Bach, Stephanie E.	01		Accounts Payable	Athl Schol	150.00
Bailey, Beth E.	01		Accounts Payable	PELL	488.00
Bailey, Terry D.	01		Accounts Payable	PELL	488.00
Baker, Angela C.	01		Accounts Payable	Online Refund	18.80
Bell, Serrell E.	01		Accounts Payable	IIA	188.12
Bender, Kari A.	01		Accounts Payable	Fndtn Bal	113.00
Bonnell, Jennifer L.	01		Accounts Payable	Fdntn	298.80
Bonnell, Jennifer L.	01		Accounts Payable	Online Refund	25.00
Book, Gabriel A.	01		Accounts Payable	Stafford Bal	10.86
Book, Gabriel A.	01		Accounts Payable	Stafford Ln	1,272.64
Brackemeyer, Katie L.	01		Accounts Payable	Fndtn	118.00
Brokaw, Shirley A.	01		Accounts Payable	Online Refund	54.00
Bryan, Rebecca A.	01		Accounts Payable	MAP Bal	223.80
Buck, Maggie M.	01		Accounts Payable	Athl Schol	700.00
Bulfer, Bridgette A.	01		Accounts Payable	Stafford Ln	637.29
Bushman, Debra J.	01		Accounts Payable	St Support	550.00
Bushman, Debra J.	01		Accounts Payable	Void SSF Ref	-550.00
Bushman, Debra J.	01		Accounts Payable	St. Support Bal	295.07
Castillo, Monique D.	01		Accounts Payable	IIA/MAP Bal	22.23
Cater, Jonathan J.	01		Accounts Payable	Online Refund	50.00
Clark, Sarah A.	01		Accounts Payable	Online Refund	270.00
Coers, Vanessa K.	01		Accounts Payable	MAP Bal	430.26
Coers, Vanessa K.	01		Accounts Payable	Fndtn	6.78
Cruz, Michelle L.	01		Accounts Payable	IIA Bal	26.05
Cruz, Paul D.	01		Accounts Payable	Lab refund	32.00

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Culbertson, Catherine M.	01		Accounts Payable	MAP/IIA Bal	72.35
Davis, Amber R.	01		Accounts Payable	MAP Bal	23.93
Davis, Angela L.	01		Accounts Payable	Stafford Ln	637.29
Davis, Gregory R.	01		Accounts Payable	Stafford Bal	734.14
Dempsey, Amanda M.	01		Accounts Payable	Online Refund	15.00
Dewey, Terra L.	01		Accounts Payable	Stafford Ln	637.29
Dickey, Arlene F.	01		Accounts Payable	Online Refund	39.00
Dickey, Arlene F.	01		Accounts Payable	Online Refund	39.00
Diehl, Josilyn B.	01		Accounts Payable	Athletic Schol	1,000.00
Diehl, Niki M.	01		Accounts Payable	Stafford	107.81
Duncan, Paul J.	01		Accounts Payable	IIA/MAP Bal	82.06
Ebersole, Gregg M.	01		Accounts Payable	Fndtn	10.25
Eichholz, Holly A.	01		Accounts Payable	Fndtn	125.00
Engleking, Philip J.	01		Accounts Payable	MAP Bal	11.00
Farster, Tiffany D.	01		Accounts Payable	Fdntn	312.50
Floto, Alison A.	01		Accounts Payable	Fndtn	975.00
Foss, Donna S.	01		Accounts Payable	IIA/MAP Bal	100.64
French, Michel R.	01		Accounts Payable	Stafford	637.29
Frerichs, Nancy M.	01		Accounts Payable	St Support	650.00
Frerichs, Nancy M.	01		Accounts Payable	SSS Ref - VOID	-650.00
Frerichs, Nancy M.	01		Accounts Payable	Online Refund	650.00
Gallagher, Kayla L.	01		Accounts Payable	Online Refund	80.00
Garver, Viola E.	01		Accounts Payable	Online Refund	312.00
Gibler, Tanya M.	01		Accounts Payable	IIA	250.00
Gillette, Kelly A.	01		Accounts Payable	Online Refund	154.00

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Gillihan, Jeanine A.	01		Accounts Payable	Fndtn	175.00
Goddard, Pamela K.	01		Accounts Payable	Online Refund	15.00
Greenfield, Shanelle R.	01		Accounts Payable	MAP Bal	322.48
Greenwalt, Chris P.	01		Accounts Payable	PELL	1,775.00
Grobe, Larry E.	01		Accounts Payable	Online Refund	55.00
Hagen, Lindsay T.	01		Accounts Payable	Fdntn	350.00
Hammelman, Julia I.	01		Accounts Payable	Athl Schol Bal	352.00
Harden, Melissa M.	01		Accounts Payable	Athletic Schol	825.00
Harrington, Kendra L.	01		Accounts Payable	Online Refund	41.00
Harris, Jermaine C.	01		Accounts Payable	Fndtn	6.89
Hayes, Shirley M.	01		Accounts Payable	Online Refund	10.00
Head, Jared T.	01		Accounts Payable	Fndtn	5.27
Head, Jared T.	01		Accounts Payable	MAP	823.50
Hendrix, Greg M.	01		Accounts Payable	IIA Bal	197.36
Henson, Lynne M.	01		Accounts Payable	St Support	550.00
Hicks, Amy S.	01		Accounts Payable	Stafford Ln	637.29
Hicks, Amy S.	01		Accounts Payable	MAP Bal	102.42
Hudson, Darcy L.	01		Accounts Payable	IIA	250.00
Hughes, Rhonda K.	01		Accounts Payable	St Support	650.00
Hull, Jacqueline	01		Accounts Payable	Stafford Loan	637.29
Hulteen, Ronald G.	01		Accounts Payable	Fndtn	250.00
Humphrey, Lindsay R.	01		Accounts Payable	IIA	250.00
Inks, William D.	01		Accounts Payable	Fndtn	375.00
Jackley, Brandon S.	01		Accounts Payable	IIA	250.00
Jarvis, Danielle M.	01		Accounts Payable	Fndtn	56.00

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Jenkins, Melissa L.	01		Accounts Payable	MAP Bal	292.09
Kalyan, Manreet S.	01		Accounts Payable	Fndtn	500.00
Kalyan, Manreet S.	01		Accounts Payable	St Support	250.00
Kaufman, Jeffery D.	01		Accounts Payable	MAP Bal	145.50
Kavran, Todd C.	01		Accounts Payable	Fndtn	365.00
Kofoid, Jamie L.	01		Accounts Payable	IIA	250.00
Kolthoff, Dawn M.	01		Accounts Payable	IIA/MAP Bal	111.94
Law, Amber A.	01		Accounts Payable	Athletic Scholarship	300.00
Leal, Jessica L.	01		Accounts Payable	MAP Bal	2.34
Lee, John R.	01		Accounts Payable	Fndtn	250.00
Lenox, Cynthia M.	01		Accounts Payable	Fndtn	95.00
Lilly, Jennifer S.	01		Accounts Payable	Stafford Bal	341.79
Ludwig, Teena L.	01		Accounts Payable	Online Refund	154.00
Luther, Michelle M.	01		Accounts Payable	MAP	570.00
Matje, Samantha R.	01		Accounts Payable	Fndtn	128.00
Mazzarise, Stephen P.	01		Accounts Payable	Stafford Ln	637.29
McCormick, Loren K.	01		Accounts Payable	Online Refund	97.00
McCoy, Mary J.	01		Accounts Payable	Online Refund	92.00
McCoy, Sarah L.	01		Accounts Payable	Online Refund	92.00
McGinn, Andrea M.	01		Accounts Payable	Online Refund	154.00
Meiners, Jody R	01		Accounts Payable	MAP/IIA Bal	26.55
Miles, Tina A.	01		Accounts Payable	IIA Bal	105.01
Miller, Brian K.	01		Accounts Payable	Fndtn	182.00
Miller, Sara J.	01		Accounts Payable	IIA Bal	223.97
Miller, Spring E.	01		Accounts Payable	MAP	630.00

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Modglin, Zachary J.	01		Accounts Payable	Athletic Waiver rec'd	710.00
Morrison, Eric C.	01		Accounts Payable	Fndtn	375.00
Morrissey, Kelly L.	01		Accounts Payable	Athletic Scholarship	250.00
Nelson, Luke A.	01		Accounts Payable	St Supp	350.00
Norman, Adam H.	01		Accounts Payable	MAP/IIA Bal	148.50
O'Neal, Tara C.	01		Accounts Payable	Fndtn	265.25
Oberle, Nicole A.	01		Accounts Payable	Online Refund	250.00
Ohata, Barbara	01		Accounts Payable	Stafford	637.29
Olalde, Sara M.	01		Accounts Payable	Stafford Ln	637.29
Ottens, Sue A.	01		Accounts Payable	Online Refund	39.00
Otto, Conni M.	01		Accounts Payable	MAP Bal	306.69
Paxton, Christine M.	01		Accounts Payable	Online Refund	49.00
Pearson, Mary A.	01		Accounts Payable	Online Refund	152.00
Perce, Janice A.	01		Accounts Payable	Stafford Ln	1,697.50
Perce, Janice A.	01		Accounts Payable	Stafford Ln	1,697.50
Peterson, Melissa A.	01		Accounts Payable	St Support	250.00
Plock, Rheannon M.	01		Accounts Payable	St Support	250.00
Polhill, Jessica L.	01		Accounts Payable	Fndtn	41.00
Pratt, Cassandra E.	01		Accounts Payable	Online Refund	162.00
Quick, Rebecca L.	01		Accounts Payable	Online Refund	154.00
Ramirez, Kevin M.	01		Accounts Payable	Stafford Ln	1,485.07
Ramirez, Kevin M.	01		Accounts Payable	Stafford Ln	1,486.04
Ramirez, Sandra	01		Accounts Payable	Online Refund	123.00
Ramos, Shannon L.	01		Accounts Payable	MAP/IIA	88.60
Reighter, Jessica D.	01		Accounts Payable	Fndtn	305.50

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Reul, Emily J.	01		Accounts Payable	MAP	339.00
Reyes, Ruben	01		Accounts Payable	Online Refund	807.00
Ritchie, Lynne M.	01		Accounts Payable	Fndtn	70.00
Robertson, Nicole L.	01		Accounts Payable	Online Refund	18.80
Rogers, Catherine A.	01		Accounts Payable	PELL	788.00
Rogers, Daniel J.	01		Accounts Payable	MAP Bal	149.00
Rosquist, Melissa S.	01		Accounts Payable	Fndtn	475.00
Ruch, Valarie A.	01		Accounts Payable	Fndtn	83.38
Ruch, Valarie A.	01		Accounts Payable	Fndtn	10.57
Rude, Adam J.	01		Accounts Payable	Fndtn Bal	3.00
Rumbolz, Darla M.	01		Accounts Payable	Online Refund	500.00
Schell, Wesley J.	01		Accounts Payable	St Support	350.00
Schlueter, Brenda S.	01		Accounts Payable	Online Refund	462.00
Shiaras, Emily C.	01		Accounts Payable	Athletic Scholarship	475.00
Shipman, Larry D.	01		Accounts Payable	Stafford Ln	637.29
Sierra, Angel R.	01		Accounts Payable	IIA/MAP Bal	63.32
Sierra, Roberto A.	01		Accounts Payable	Fndtn	175.00
Smith, Danielle I.	01		Accounts Payable	Stafford Bal	279.12
Snow, Joshua A.	01		Accounts Payable	Online Refund	100.00
Snyder, Sarah K.	01		Accounts Payable	Stafford Ln	637.29
Spinelli, John J.	01		Accounts Payable	MAP/IIA	88.52
Spurgeon, Lela M.	01		Accounts Payable	MAP Bal	339.00
Staas, Richard T.	01		Accounts Payable	Stafford Ln	637.29
Stouffer, Sarah E.	01		Accounts Payable	Fndtn	235.75
Stout, Teresa A.	01		Accounts Payable	Online Refund	174.00

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Stout, Teresa A.	01		Accounts Payable	CORR	-560.00
Stout, Teresa A.	01		Accounts Payable	IVG Bal	560.00
Stroup, Rebecca D.	01		Accounts Payable	Stafford Ln	1,272.64
Stroup, Rebecca D.	01		Accounts Payable	St5afford Lns	1,273.61
Taylor, Virginia L.	01		Accounts Payable	Online Refund	97.00
Tetrick, Robin L.	01		Accounts Payable	IIA	250.00
Tracy III, James R.	01		Accounts Payable	Stafford Ln	670.27
Tracy III, James R.	01		Accounts Payable	Stafford Ln	672.21
Turnroth, Elizabeth	01		Accounts Payable	Online Refund	55.00
Unger, Mike E.	01		Accounts Payable	MAP/IIA Bal	43.32
Wagner, Todd A.	01		Accounts Payable	Stafford Ln	1,272.64
Wagner, Todd A.	01		Accounts Payable	Stafford Ln	1,273.61
Waller, Stephanie R.	01		Accounts Payable	Fndtn	250.00
Walters, Jessica L.	01		Accounts Payable	IIA Ba;	230.98
Wilcox, Jaymeson	01		Accounts Payable	Fndtn	122.00
Winstead, Shawna R.	01		Accounts Payable	Online Refund	15.00
Wise, Kristin	01		Accounts Payable	Student Support	350.00
Wolf, Michael J.	01		Accounts Payable	Online Refund	309.50
Wright, Ashley N.	01		Accounts Payable	Athletic Scholarship	150.00
Wright, Jami J.	01		Accounts Payable	MAP	194.00
Zigler, Alexandria K.	01		Accounts Payable	Online Refund	162.00
Follett Bookstore	01		PELL EOG BT	Books and Supplies	83,646.64
Follett Bookstore	01		Foundation B	Books and Supplies	5,890.20
Follett Bookstore	01		Stafford Loans BT	Books and Supplies	8,012.16
Follett Bookstore	01		MRS BT	Books and Supplies	785.95

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Follett Bookstore	01		JTPA Whiteside B	Books and Supplies	23,674.47
Follett Bookstore	01		JTPA Whiteside B	Books	169.10
Follett Bookstore	01		JTPA Lee B	Books and Supplies	7,048.21
Follett Bookstore	01		DORS B	Books and Supplies	1,051.98
Follett Bookstore	01		Vets Rehab B	Books and Supplies	261.62
Follett Bookstore	01		Trade Act TAA Sterling B	Books	294.02
Follett Bookstore	01		Short Term Book Loan due Booksto	Books and Supplies	7,081.08
Follett Bookstore	01		Americorps	Books and Supplies	164.46
Follett Bookstore	01		Americorps	Americorp Books	346.06
Consolidated Management Co	01		Cafeteria payable	Punch-A-Lunch Sales for February	6,220.00
Scheidecker, Connie	01		Other Liabilities	Refund Gift of Knowledge	46.00
Consolidated Management Co	01	Board of Trustees	Conference/Meeting Expense	Board Meeting Refreshments	40.00
Consolidated Management Co	01	Board of Trustees	Conference/Meeting Expense	Board Retreat Meeting	77.35
US Bank	01	Board of Trustees	Conference/Meeting Expense	Books-Library	68.08
CURTIS 1000	01	President	Office Supplies	8 1/2 x 11 Letterhead (Dr. Behrendt)	21.70
CURTIS 1000	01	President	Office Supplies	Regular Envelopes (VP Student Srvc) 500/Box	3.21
Follett Bookstore	01	President	Office Supplies	Bookstore Charges Dec 2002	4.78
Consolidated Management Co	01	President	Conference/Meeting Expense	Feb 03 Board Meeting	40.00
Sterling Gyro Club	01	President	Conference/Meeting Expense	Membership Dues 2003	100.00
US Bank	01	President	Conference/Meeting Expense	Books-Library	478.00
Consolidated Management Co	01	President	Other Conference & Meeting	Legislator's Breakfast	89.25
Swartleys Florist	01	President	Other Conference & Meeting	Flowers-Marilyn	42.00
Amboy News	01	College Relations	Advertising	Advertising	118.50
Ameritech	01	College Relations	Advertising	White Page Listing	14.34
Mt. Carroll Mirro-Democrat	01	College Relations	Advertising	Advertising for Spring	102.50

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Sauk Valley Newspapers	01	College Relations	Advertising	Basketball AD	733.33
WCCI-FM	01	College Relations	Advertising	February Advertising	39.80
WREX TV	01	College Relations	Advertising	Advertising	495.00
Withers Broadcasting	01	College Relations	Advertising	February Advertising	942.67
Xerox Corporation	01	Printshop	Architectural Services	DC 2240 Principal Lease Payment	193.22
Xerox Corporation	01	Printshop	Architectural Services	DC 2240 Principal Lease Payment	195.09
Xerox Corporation	01	Printshop	Maintenance Services	DC 2240 Principal Lease Payment	53.00
Xerox Corporation	01	Printshop	Maintenance Services	5100 Copier Lease Payment-Principal	6.24
Xerox Corporation	01	Printshop	Maintenance Services	DC 2240 Principal Lease Payment	53.00
ABDICK Multigraphics	01	Printshop	Purchases for Resale	Maintenance for Print Shop	365.00
ABDICK Multigraphics	01	Printshop	Purchases for Resale	Maintenance for Print Shop	200.00
Xerox Corporation	01	Printshop	Purchases for Resale	Print Charges	12.56
Xerox Corporation	01	Printshop	Debt Principal Retirement	5100 Copier Lease Payment-Principal	555.61
Xerox Corporation	01	Printshop	Interest	DC 2240 Principal Lease Payment	151.08
Xerox Corporation	01	Printshop	Interest	5100 Copier Lease Payment-Principal	163.05
Xerox Corporation	01	Printshop	Interest	DC 2240 Principal Lease Payment	149.21
Xerox Corporation	01	Printshop	Lease Installment Payments	Print Charges	49.83
SBM Business Equipment Center	01	Information Center	Maintenance Services	Minimum Copy Count Charge	30.20
SBM Business Equipment Center	01	Information Center	Office Supplies	FO 15CR Sharp Imaging Film Roll	29.99
Menards	01	Information Center	Other Supplies	Telephone Cards	36.89
Radio Shack	01	Information Center	Other Supplies	100' Phone Cables & 4 Pin Mod Connectors	65.95
Little, Linda	01	Grant, Planning, & Research	Conference/Meeting Expense	Travel Washington L Little -Homeland Defense Grant	745.01
CURTIS 1000	01	VP-Instructional Services	Office Supplies	Regular Envelopes (VP Student Srvc) 500/Box	3.19
Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Conference Fee 4/5/-4/08/03	398.00
Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Conference Fee NCA 4/13/03	145.00

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Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Conference Fee AACC 4/3/03	303.00
SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Copier Monthly Maintenance FY 03	25.50
SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Copier Monthly Maintenance FY 03	61.32
ASRT/AERS ANNUAL CONF REGISTRA	01	Other Instructional	Conference/Meeting Expense	Conference Fee 6/12/03	365.00
Hecht, Deborah J.	01	Other Instructional	Conference/Meeting Expense	Travel-2/25/03 Assesment Conference	17.00
ILLCCO Learning Academy	01	Other Instructional	Conference/Meeting Expense	Conference Registration V Wittman	30.00
JJC Dept of Nursing Education	01	Other Instructional	Conference/Meeting Expense	Conference Fee for Mary Heitmann	100.00
Murray State University	01	Other Instructional	Conference/Meeting Expense	Conference 4/3/03 M Kidder	95.00
Baker, Luke E.	01	Art	Consultants	Art 213 2/26/03	15.00
Gaspar, Charles	01	Art	Consultants	Art 213 & 214	30.00
Gaspar, Charles	01	Art	Consultants	Art 213 Services 2/19/03	30.00
Gaspar, Charles	01	Art	Consultants	Art 213 & 214 2/24/03	30.00
Gaspar, Charles	01	Art	Consultants	Art 213 2/26/03	32.50
Gaspar, Charles	01	Art	Consultants	ART 213 3/5/03	32.50
Strange, Jennifer N.	01	Art	Consultants	Art 213 & 214 3/3/03	32.50
Consolidated Management Co	01	Art	Instructional Supplies	Milwaukee Art Institute Refreshments	44.85
Follett Bookstore	01	Art	Instructional Supplies	Bookstore Charges Dec 2002	15.47
Lundgren's Inc	01	Art	Instructional Supplies	Art Lab Supplies	90.14
Nicholson Hardware	01	Art	Instructional Supplies	Makita Belt Sander 1 1/8"x21" Variable Speed	20.00
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56752	9.95
Green River Lines Inc	01	Art	Other Conference & Meeting	Chicago-Art Institute 3/28/03	312.50
Follett Bookstore	01	English	Instructional Supplies	Bookstore Charges Dec 2002	9.60
Follett Bookstore	01	Music	Instructional Supplies	Bookstore Charges Dec 2002	211.14
Aramark Uniform Services Inc	01	Physical Education	Other Contractual Services	Towel Service	505.28
Follett Bookstore	01	Physical Education	Instructional Supplies	Bookstore Charges Dec 2002	2.40

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Follett Bookstore	01	Fitness Center	Instructional Supplies	Bookstore Charges Dec 2002	11.35
Hoyle, Christine	01	Fitness Center	Conference/Meeting Expense	Travel-CATS Conference 2/24/03	151.84
Braddock, Samuel L.	01	Criminal Justice	Conference/Meeting Expense	Travel-Highland	209.16
Follett Bookstore	01	Psychology	Instructional Supplies	Bookstore Charges Dec 2002	15.19
Follett Bookstore	01	Academic Skills	Instructional Supplies	Bookstore Charges Dec 2002	30.55
Guidance Associates	01	Academic Skills	Instructional Supplies	Study Skills: How To Read a Textbook	161.00
Schmidt, Rebecca S.	01	Dean of Business, Tech & Natural	Office Supplies	Dean's Supplies	103.84
White, Linley V.	01	Dean of Business, Tech & Natural	Office Supplies	Book "Prof Development for Teachers of Sci & Math"	37.19
William Rainey Harper College	01	Business	Consultants	Real Estate Instructor's Salary	483.60
Lee, R A.	01	Business	Instructional Supplies	Book for BUS 213	109.44
Follett Bookstore	01	Computer Information Systems	Instructional Supplies	Bookstore Charges Dec 2002	25.50
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Monthly Service Contract Sharp AR201 Copier	25.50
Follett Bookstore	01	Electronics	Instructional Supplies	Bookstore Charges Dec 2002	112.24
JBH Technologies, Inc	01	Electronics	Instructional Supplies	4 Pin Female Connector for 3400 Trainer	90.80
Warren Electronic	01	Electronics	Instructional Supplies	Electronics Supplies	171.40
Airgas North Central	01	HVAC	Instructional Supplies	HVAC Supplies	19.04
Johnstone Supply	01	HVAC	Instructional Supplies	L37-815 Hot Surface Igniters	37.50
Ace Hardware	01	Machine Tool	Instructional Supplies	Machine Tool Supplies	13.86
C & N Supply	01	Machine Tool	Instructional Supplies	KN53-20199 Bondhus mm/inch Balldriver Set	363.45
Thomson Learning	01	Manufacturing Technology	Instructional Supplies	Supplies	844.00
Data Print	01	Mechanical Design	Instructional Supplies	6750004D (Portabable Wood Frame Satin Glow Light	159.93
Data Print	01	Mechanical Design	Instructional Supplies	3260003 (1999 BOCA National Building Code)	70.00
Data Print	01	Mechanical Design	Instructional Supplies	6720036 (Deluxe Spiroboard Drawing Kit-24"x36")	219.00
Data Print	01	Mechanical Design	Instructional Supplies	5930420 (Replacement Clamps-Black)	9.50
Hearlihy & Company	01	Mechanical Design	Instructional Supplies	#A71262-49 Drafting Wall Charts	458.15

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Coastline Community College	01	Biology	Consultants	BIO 104 Telecourse	435.00
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biologly Supplies (see Attached List)	135.95
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biologly Supplies (see Attached List)	222.25
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Lily Ovulary c.s.	142.96
Modern Biology	01	Biology	Instructional Supplies	6-7-1 Micropipettors and 50 Micropipets	128.66
Wood, Therese L.	01	Biology	Instructional Supplies	Bio Petty Cash	119.04
Wood, Therese L.	01	Biology	Instructional Supplies	Petty Cash Reimbursement Biology/Chemistry	73.89
Flinn Scientific	01	Chemistry	Instructional Supplies	B0117 Buffers, Chevelopes pH 7 carton/5 envelopes	93.34
Follett Bookstore	01	Chemistry	Instructional Supplies	Bookstore Charges Dec 2002	2.38
Wood, Therese L.	01	Chemistry	Instructional Supplies	Petty Cash Reimbursement Biology/Chemistry	11.76
Follett Bookstore	01	Mathematics	Instructional Supplies	Bookstore Charges Dec 2002	1.58
KSB Hospital	01	Health Occupational	Instructional Supplies	Supplies for First Aid/CPR Classes at DCC	63.75
KSB Hospital	01	Health Occupational	Instructional Supplies	Supplies First Aid/CPR Classes DCC	26.25
SBM Business Equipment Center	01	Director of Health Careers Ed	Maintenance Services	Maintenance Agreement for AR-164 Copier	36.66
KSB Hospital	01	Associate Degree Nursing	Consultants	NRS 235 Lab & Clinical Spring 2003	2,282.85
Illini Trophy	01	Associate Degree Nursing	Office Supplies	Name Badge C Klein	6.00
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Open P.O. 2002-03	23.09
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Open P.O. 2002-03	35.58
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Open P.O. 2002-03	11.54
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Open P.O. 2002-03	80.18
Southern Illinois University	01	Nurse Assistant	Consultants	CNA Background Check	190.00
DeKroft-Metz and Co, Inc	01	Nurse Assistant	Instructional Supplies	AMSELL PERRY X-am Gloves X-Large #5760804	11.70
Peoria Production Shop	01	Nurse Assistant	Instructional Supplies	Gait Belts	288.31
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Open P.O. 2002-03	19.12
Diagnostic Imaging Inc	01	Radiologic Technology	Maintenance Services	Instructional Supplies FY 2002-2003	32.76

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Illinois Department of Nuclear	01	Radiologic Technology	Maintenance Services	Radiation Machine Annual Fee	330.00
Follett Bookstore	01	Radiologic Technology	Office Supplies	Bookstore Charges Dec 2002	4.36
Quill Corporation	01	Radiologic Technology	Office Supplies	Open P.O. 2002-03	108.55
Diagnostic Imaging Inc	01	Radiologic Technology	Instructional Supplies	Instructional Supplies FY 2002-2003	96.20
Mueller Audio Visual	01	Radiologic Technology	Instructional Supplies	3 DZE/FDS 24V 150 Watt Lamp Bulbs	36.75
Techno-Aide Mfg Co, Inc	01	Radiologic Technology	Instructional Supplies	Identifier Markers	60.45
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Clinical Travel thru 2/13/03	235.08
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Sites thru 2/27/03	174.96
ISSRT	01	Radiologic Technology	Conference/Meeting Expense	Conference Fee 4/9/03	240.00
Shippert, Stanley	01	Radiologic Technology	Conference/Meeting Expense	Lunch Clinical Instructor Meeting 3/7/03	150.33
DeKroft-Metz and Co, Inc	01	Paramedic Program	Instructional Supplies	B-D 18G 1-1/4" Angiocath #381144	169.00
NCS Pearson, Inc	01	Dean of Information Systems	Instructional Supplies	229633 Answer Sheet, 200Q, 8-1/2" x 11" cut 500/bx	1,193.76
Follett Bookstore	01	Learning Resource Center	Library Supplies	Bookstore Charges Dec 2002	4.76
Gaylord Brothers	01	Learning Resource Center	Library Supplies	Books	112.90
Gaylord Brothers	01	Learning Resource Center	Library Supplies	Library Supplies	334.00
Highsmith Inc	01	Learning Resource Center	Library Supplies	Single-sided strips (tattletape)	933.36
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books	38.88
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	15.60
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	55.20
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Books	493.29
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Books for Library	57.32
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Books for Library	154.70
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Books for Library	283.86
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library Use	17.95
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	67.80

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Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	121.35
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	42.02
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	85.39
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various books, videos, ans DVD's for Library	20.94
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various books, videos, ans DVD's for Library	10.59
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various books, videos, ans DVD's for Library	22.74
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various books, videos, ans DVD's for Library	40.47
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various books, videos, ans DVD's for Library	52.64
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	10.36
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	86.21
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	133.96
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	364.66
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books for Library	220.27
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Various Books for Library	405.15
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books for Library	61.20
Gale Group	01	Learning Resource Center	Books and Binding Costs	Books	198.33
Gale Group	01	Learning Resource Center	Books and Binding Costs	Books (See Attached List Enclosed)	408.03
Thomson Learning	01	Learning Resource Center	Books and Binding Costs	Supplies	200.00
US Bank	01	Learning Resource Center	Books and Binding Costs	Books-Library	676.77
West Group	01	Learning Resource Center	Books and Binding Costs	Books	97.00
American Library Assn	01	Learning Resource Center	Publications and Dues	Membership Dues	265.00
Northern Illinois Library Syst	01	Learning Resource Center	Publications and Dues	1/2 of NILS catT Payment for 2003	255.00
H. W. Wilson Company	01	Learning Resource Center	Other Materials and Supplies	Books	280.00
H. W. Wilson Company	01	Learning Resource Center	Other Materials and Supplies	Renewal	2,935.00
Hewlett-Packard	01	Computing & Instruct Tech	Maintenance Services	7000 Sauk 210 Agreement 2646A8241 Billed Monthly	138.00

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Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Computer Parts	245.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Sound Card	110.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Printer Upgrade	50.00
Follett Bookstore	01	Instructional Technology Center	Instructional Technology Materia	Bookstore Charges Dec 2002	130.45
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	AMX Mobile Mouse for PC	498.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	Shure Lavalier Mic	708.75
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	XLR Cable	12.92
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 Dec 2002	10.56
Global Computer Supplies	01	Administrative Data Processing	Office Supplies	C42876 Tripplite Surge Protectors	175.20
Unique Computer	01	Administrative Data Processing	Office Supplies	Cartridges	231.00
CURTIS 1000	01	VP- Student Services	Office Supplies	8 1/2 x 11 Letterhead (VP Student Service)	134.22
CURTIS 1000	01	VP- Student Services	Office Supplies	Regular Envelopes (VP Student Srvc) 500/Box	5.68
SBM Business Equipment Center	01	VP- Student Services	Office Supplies	Clasp Envelopes-UNV-35624	26.45
Kerber, Joan E.	01	VP- Student Services	Conference/Meeting Expense	Travel ICCSSO Conference 2/20/03	237.09
Vernon Company	01	Student Recruitment	Other Supplies	Stadium Cups	288.27
CURTIS 1000	01	Admissions, Records & Placement	Office Supplies	Regular Envelopes (VP Student Srvc) 500/Box	9.49
CURTIS 1000	01	Admissions, Records & Placement	Office Supplies	Lower Left Window Envel(Admissions & Records) 500/	22.84
Follett Bookstore	01	Admissions, Records & Placement	Office Supplies	Bookstore Charges Dec 2002	19.20
McFarland Office Products & Bu	01	Financial Aid & Veterans Affairs	Office Supplies	UNV-15971 Calculator	56.33
SBM Business Equipment Center	01	Financial Aid & Veterans Affairs	Office Supplies	ACC-74030 Hole Punch	346.61
ILASFAA	01	Financial Aid & Veterans Affairs	Publications and Dues	Membership dues FY 03	105.00
ILASFAA	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Conference Registration	190.00
Stiefel, Debra	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel - ILASFAA Conf 2/18/03	79.20
SBM Business Equipment Center	01	Counseling	Maintenance Services	Jan 2003 Copy Charges	47.80

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Follett Bookstore	01	Counseling	Office Supplies	Bookstore Charges Dec 2002	168.26
Quill Corporation	01	Counseling	Office Supplies	Copy Paper	2.00
Xerox Corporation	01	Counseling	Office Supplies	Toners for Xerox Copier	108.00
Quill Corporation	01	Counseling	Instructional Supplies	IBM Disketts	19.00
Quill Corporation	01	Counseling	Instructional Supplies	Buff Tab Dividers	15.90
Quill Corporation	01	Counseling	Instructional Supplies	D Ring Binders	50.00
Daly, Ann C.	01	Counseling	Conference/Meeting Expense	Travel 2/11/03 High School Assesment	15.12
Chronicle of Higher Education	01	VP- Administrative Services	Publications and Dues	Renewal	82.50
Federal Express Corp	01	Other Institutional	Postage	Fed Ex Charges	140.64
Pitney Bowes	01	Other Institutional	Postage	Meter Supplies	133.92
US Postmaster	01	Other Institutional	Postage	Annual Fee: Standard Mail	150.00
US Postmaster	01	Other Institutional	Postage	Summer/Fall Permit 254 SVCC Class Schedule	875.00
US Postmaster	01	Other Institutional	Postage	Summer/Fall Permit 7 SVCC Class Schedule	1,300.00
US Postmaster	01	Other Institutional	Postage	Summer/Fall Permit 94 SVCC Class Schedule	1,600.00
US Postmaster	01	Other Institutional	Postage	Postage Meter Refill	3,500.00
United Parcel Service	01	Other Institutional	Postage	Monthly Charges	352.25
United Parcel Service	01	Other Institutional	Postage	Monthly Charges	477.35
Chronicle of Higher Education	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	356.25
Daily Chronicle	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	350.36
Daily Chronicle	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	184.55
Daily Chronicle	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	92.27
Graystone Group Advertising	01	Other Institutional	Recruitment	Ad for Rad Tech in Advance Mag Rerun	1,505.25
Graystone Group Advertising	01	Other Institutional	Recruitment	Ad for Rad Tech in Advance Mag	1,791.00
Quad-City Times	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	441.45
Rockford Register Star	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	1,211.32

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Sauk Valley Newspapers	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	275.35
SBM Business Equipment Center	01	Business Office	Maintenance Services	Copier Charges	27.06
Meyer, Paula	01	Business Office	Conference/Meeting Expense	Travel-Adult Ed Finance Meeting 3/5/03	63.60
Carl Sandberg College	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Spring 2003 Semester	1,793.66
College of DuPage	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Spring 2003 Semester	249.00
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Winners Cards & Refreshments for March Birthdays	96.00
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Winners Cards & Refreshments for March Birthdays	63.00
Devan, Curtis	01	Personnel Office	Other Conference & Meeting	Presentation Plaques-Star & Rookie	29.98
Illini Trophy	01	Personnel Office	Other Conference & Meeting	Distinguished Service Awards Plaques 2002	282.90
Nunez, Steve C.	01	Phi Theta Kappa	Conference/Meeting Expense	Phi Theta Kappa Travel 4/3/03	2,621.00
Ayala, Karen	010110	Corp Serv Professional Developme	Consultants	Seminar-Team Work 3/7/03	1,350.00
Cavanaugh, Dennis	010110	Corp Serv Professional Developme	Consultants	IFSI Hazmat Awareness Training 2/15/03	600.00
Knott, Matthew	010110	Corp Serv Professional Developme	Consultants	IFSI Hazmat Awareness 2/15/03	800.00
O'Leary, Sheila	010110	Corp Serv Professional Developme	Consultants	Supervisory Class 1/21/-2/20/03	255.00
Quality Engineering & Training	010110	Corp Serv Professional Developme	Consultants	QS 9000 Internal Auditor	3,200.00
West, Bob	010110	Corp Serv Professional Developme	Consultants	Training-IMECO 3/4/03	675.00
Belgard Group	010110	Corp Serv Professional Developme	Instructional Supplies	T104	203.29
Iowa-Illinois Safety Council	010110	Corp Serv Professional Developme	Instructional Supplies	Coaching the Lift Truck Operator Book	26.00
O'Leary, Sheila	010110	Corp Serv Professional Developme	Instructional Supplies	Materials for Training	29.99
Quill Corporation	010110	Corp Serv Professional Developme	Instructional Supplies	037-7-221 1" View Binders, Gray	45.79
West, Bob	010110	Corp Serv Professional Developme	Conference/Meeting Expense	Travel for Training 3/4/03	131.40
CURTIS 1000	010110	Corporate Services Admin.	Office Supplies	Regular Envelopes (VP Student Srvc) 500/Box	3.19
Follett Bookstore	010110	Corporate Services Admin.	Office Supplies	Bookstore Charges Dec 2002	205.60
SBM Business Equipment Center	010110	Corporate Services Admin.	Office Supplies	Open PO Contract for Copier 7/1/02-6/30/03	102.29
Amboy Area Chamber of Commerce	010110	Corporate Services Admin.	Publications and Dues	Annual Chamber dues 2003	25.00

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Gericke, Thomas H.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel-Area sites thru 2/26/03	16.92
Gospodarczyk, Thomas J.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel thru 2/14/03	514.97
Bond, Chuck	010120	Leisure	Consultants	Intro to Camera March 12, 2003	330.00
Dale, Julie	010120	Leisure	Consultants	Beginning Ballroom Spring 2003	297.50
Dale, Julie	010120	Leisure	Consultants	Ballroom II Spring 2003	560.00
Dale, Julie	010120	Leisure	Consultants	Intermediate Ballroom Dance Spr 03	70.00
Eades, John E.	010120	Leisure	Consultants	Community Service Class Spring 203	160.00
Fannin, Sharon	010120	Leisure	Consultants	Beginning Oil Painting Spring 2003	400.00
Consolidated Management Co	010120	Leisure	Conference/Meeting Expense	Lunch for Freelance Writing Class	63.00
CURTIS 1000	010120	Community Service Administration	Office Supplies	Regular Envelopes (VP Student Srvc) 500/Box	3.19
SBM Business Equipment Center	010120	Community Service Administration	Office Supplies	Open PO Contract for Copier 7/1/02-6/30/03	102.29
Seguin, Kandy M.	010120	Community Service Administration	Conference/Meeting Expense	Travel Council Meeting 2/6/03	71.28
Seguin, Kandy M.	010120	Community Service Administration	Conference/Meeting Expense	Travel-Seminar-Harper College 2/20/03	99.76
Education To Go	010120	Computers	Consultants	Ed 2 Go Classes Feb 03	410.00
Shetler, Sandra K	010120	Computers	Consultants	Beginning Web Page Design	225.00
Khuntangta, Trirong	010120	Health & Personal Development	Consultants	Thai Kickboxing Spr 03	320.00
Khuntangta, Trirong	010120	Health & Personal Development	Consultants	Self Defense Kickboxing	180.00
Khuntangta, Trirong	010120	Health & Personal Development	Consultants	Tai Chi Spring 03	240.00
Khuntangta, Trirong	010120	Health & Personal Development	Consultants	Beginning Thai Kickboxing	240.00
Kooi, Audrey	010120	Health & Personal Development	Consultants	Morrison Fitness Session 2 Spring 03	306.00
Plautz, Penny	010120	Health & Personal Development	Consultants	Stress Less Living 3/8/03	50.00
Kelleghan, Kevin	010120	Professional Development	Consultants	Freelance Writing Spring 03	300.00
Kelleghan, Kevin	010120	Professional Development	Consultants	Effective Writing 3/5/03	225.00
Summit Group	010120	Professional Development	Consultants	Grant Writing	350.00
Consolidated Management Co	010120	Professional Development	Conference/Meeting Expense	Power Communication Class 1/29/03	38.90

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Burbank Grease Services	02	Maintenance	Maintenance Services	Grease Disposal Fee	45.00
Division Management Services	02	Maintenance	Maintenance Services	Boiler Inspection	105.00
ECOLAB	02	Maintenance	Maintenance Services	Monthly Exterminator Service	186.50
Honeywell	02	Maintenance	Maintenance Services	Quarterly Contract	2,396.00
PDC Laboratories, Inc	02	Maintenance	Maintenance Services	Water Test 1/15/03	10.00
PDC Laboratories, Inc	02	Maintenance	Maintenance Services	Water Test 1/28/03	78.00
PDC Laboratories, Inc	02	Maintenance	Maintenance Services	Water Testing	78.00
C-B Kramer Sales & Service	02	Maintenance	Maintenance Supplies	Ball Valve	63.02
Columbia Pipe & Supply Co	02	Maintenance	Maintenance Supplies	Gaskets	39.96
Columbia Pipe & Supply Co	02	Maintenance	Maintenance Supplies	Gaskets	128.52
Cronatron Welding Systems, Inc	02	Maintenance	Maintenance Supplies	Carbon Steel	124.93
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	8.84
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	91.32
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	62.76
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	26.00
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	117.65
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	34.97
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	15.69
Grainger	02	Maintenance	Maintenance Supplies	Credit Lamp Adapters Returned	-365.70
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	377.69
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	31.60
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	121.60
H F Wilson	02	Maintenance	Maintenance Supplies	Light Fixtures	448.50
Interstate Batteries	02	Maintenance	Maintenance Supplies	Batteries- Emergency generator	223.80
Johnstone Supply	02	Maintenance	Maintenance Supplies	680 Motor	249.90

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM</u> <u>AMOUNT</u>
Lang Equipment Co.	02	Maintenance	Maintenance Supplies	Locker Replacement Parts	50.40
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	53.13
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	16.54
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	28.53
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	49.50
Menards	02	Maintenance	Maintenance Supplies	Maintenance Parts	19.98
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	27.77
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	85.67
Menards	02	Maintenance	Maintenance Supplies	Anchors & Wing Nut Plugs	7.67
Menards	02	Maintenance	Maintenance Supplies	Dividers	21.19
ONDEO Nalco Company	02	Maintenance	Maintenance Supplies	LMI Pump	424.12
Professional Power Products, I	02	Maintenance	Maintenance Supplies	Heater Water Jacket	175.74
Schimberg Company	02	Maintenance	Maintenance Supplies	SSI Gasket Kit for FT 30 55475	53.60
Sexauer Inc	02	Maintenance	Maintenance Supplies	Plumbing Parts	73.33
Sexauer Inc	02	Maintenance	Maintenance Supplies	Plumbing Supplies	108.71
Sherwin-Williams	02	Maintenance	Maintenance Supplies	Paint	141.68
Paxton, Carl M.	02	Maintenance	Conference/Meeting Expense	Travel-Equip Conference 3/4/03	134.93
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service 2/20/03	109.68
Kmart	02	Custodial	Maintenance Supplies	Custodial Supplies	125.67
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Custodial Supplies	1,033.12
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Custodial Supplies	26.69
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Custodial Supplies	42.34
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Custodial Supplies	607.27
Paulsen, Carmel A.	02	Custodial	Conference/Meeting Expense	Travel-Rockford State Contract purchasing plan	39.60
Ace Hardware	02	Grounds	Maintenance Supplies	Ball Hitch	10.75

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Ace Hardware	02	Grounds	Maintenance Supplies	Drill Bits	73.41
Ace Hardware	02	Grounds	Maintenance Supplies	Chain proof, bits	24.13
Ace Hardware	02	Grounds	Maintenance Supplies	Hardware	19.48
Bonnell Industries	02	Grounds	Maintenance Supplies	Brush for Plow	342.75
Bonnell Industries	02	Grounds	Maintenance Supplies	Packaged Carriage	22.81
Dixon Tire Center	02	Grounds	Maintenance Supplies	Tires	34.08
Dixon Tire Center	02	Grounds	Maintenance Supplies	Repair Tire	12.00
Dixon Tire Center	02	Grounds	Maintenance Supplies	Repair Tire	32.00
Menards	02	Grounds	Maintenance Supplies	Maintenance Supplies	18.10
Napa Auto Parts	02	Grounds	Maintenance Supplies	Motor Tun	4.69
CCP Industries, Inc	02	Grounds	Vehicle Supplies	Towels-Van Clean Up	202.90
LaSalle County Farm Supply	02	Grounds	Conference/Meeting Expense	Conference Fee	80.00
CenterPoint Energy Marketing,	02	Utilities	Gas	Monthly Service	13,606.41
CenterPoint Energy Marketing,	02	Utilities	Gas	Monthly Service	9,159.64
Nicor Gas	02	Utilities	Gas	Monthly Charges	126.30
Nicor Gas	02	Utilities	Gas	Monthly Charges	260.01
Nicor Gas	02	Utilities	Gas	Monthly Charges	674.71
Nicor Gas	02	Utilities	Gas	Monthly Charges	17.52
Nicor Gas	02	Utilities	Gas	Monthly Charges	122.06
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	19.12
Commonwealth Edison	02	Utilities	Electricity	Monthly Service 1/7-2/6/03	10,835.38
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	36.04
AT & T	02	Utilities	Telephone	Monthly Telephone Charge	2,295.78
AT & T	02	Utilities	Telephone	Monthly Charge Fax Machine Financial Aid Office	3.16
Cox, Terry J.	02	Utilities	Telephone	Coaches Flight for Spring trip	39.59

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Gallatin River Communications	02	Utilities	Telephone	Monthly telephone charge	3,192.42
United States Cellular	02	Utilities	Telephone	Cell Phones for College Vans	47.50
Verizon Wireless	02	Utilities	Telephone	Cell Phone Dr. Behrendt	42.78
Rock Valley Disposal	02	Utilities	Refuse Disposal	Monthly Trash Removal	376.50
Caterpillar Inc.	02	Utilities	Other Utilities	Monthly Engine Testing	444.33
Commonwealth Edison	02	Utilities	Tuition Chargeback	Monthly Service	104.17
Quill Corporation	02	Building and Grounds Administrat	Office Supplies	Printer Cartridge,Shredder	188.08
Quill Corporation	02	Building and Grounds Administrat	Office Supplies	Office Supplies	79.15
APPA	02	Building and Grounds Administrat	Publications and Dues	Annual Dues 2003	599.50
Zesco Products	02	Building and Grounds Administrat	Other Materials and Supplies	Single Pot Electric Counter Fryer	614.64
Willett, Hofmann & Associates,	03	Operations & Maintenance- Restri	Building Remodeling	Initial Engineering Work-Waterworks Project	10,400.00
Drane, Paula E.	050500	Child Care Center	Other Supplies	Supplies Child Care Supplies	80.69
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	53.86
Drane, Paula E.	050500	Child Care Center	Other Supplies	Travel-Rockford 3/13/03	100.00
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies thru 3/6/03	88.94
LTD Commodities Inc	050500	Child Care Center	Other Supplies	Food Coloring Markers for Child Care	9.68
Depuy, Jeanne A.	050600		Petty Cash	Petty Cash-Parenting Conference	100.00
Berlage, Mike	050600	Men's Basketball	Other Contractual Services	Referee MBB 2/24/03	85.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	MBB Game 2/24/03	15.00
Brady, Don	050600	Men's Basketball	Other Contractual Services	Referee MBB Game 2/24/03	85.00
Byar, Christine M.	050600	Men's Basketball	Other Contractual Services	Ticket taker Men/Women Basketball games 2002/2003	125.00
Damhoff, Lindsay A.	050600	Men's Basketball	Other Contractual Services	MBB Game 2/24/03	15.00
Damhoff, Lindsay A.	050600	Men's Basketball	Other Contractual Services	Men's BB 2/13 & 2/18/03	30.00
Damhoff, Russ K.	050600	Men's Basketball	Other Contractual Services	Travel Playoff Games	179.00
Danielson, Joseph P.	050600	Men's Basketball	Other Contractual Services	Shin Guard	8.08

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Scenic Stage Line, Inc	050600	Men's Basketball	Other Contractual Services	2/13 Kish Men's & Women's BB	200.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	MBB Game 2/24/03	15.00
Wiersema Charter Service	050600	Men's Basketball	Other Contractual Services	Charter for Basketball Game 2/4/03	250.00
Williams, Brad	050600	Men's Basketball	Other Contractual Services	Referee MBB 2/24/03	85.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	MBB Game 2/24/03	15.00
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel BB Game 2/13/03	84.00
Acushnet Company	050600	Men's Golf	Instructional Supplies	875J-VS L-FE RH Driver 9.5 Degree Loft Fujikura	225.00
Acushnet Company	050600	Men's Golf	Instructional Supplies	Vokey Wedge 254.10 Loft stnd grip Length+1/2"	100.00
Acushnet Company	050600	Men's Golf	Instructional Supplies	Dozen Pro V* Golf Balls Personalized-SVCC in Red	288.00
Acushnet Company	050600	Men's Golf	Instructional Supplies	Set of 762 Irons (3-9, PW & W)	432.00
Golfin' the Carolinas	050600	Men's Golf	Other Conference & Meeting	Golf Tournament	900.00
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Rawlings Baseball 12/Pak	1,530.99
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Mocks	399.61
Budget Car & Truck Rental	050600	Men's Baseball	Other Conference & Meeting	Rental of Vehicles for Spring Trip	1,660.80
Cox, Terry J.	050600	Men's Baseball	Other Conference & Meeting	Coaches Flight for Spring trip	720.18
Cox, Terry J.	050600	Men's Baseball	Other Conference & Meeting	Travel Advance Spring Trip 3/20/03	2,760.00
Dixon-Meyers Bus Transportatio	050600	Men's Baseball	Other Conference & Meeting	Transportation to & from O'Hare for Spring Trip	963.00
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	WBB Game 2/24/03	15.00
Byar, Christine M.	050600	Women's Basketball	Other Contractual Services	Ticket taker Men/Women Basketball games 2002/2003	155.00
Holthaus, Ann K.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/24/03	15.00
Holthaus, Ann K.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/18/03	15.00
Juhlin, Doug	050600	Women's Basketball	Other Contractual Services	Refcrcc WBB 2/24/03	85.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/24/03	15.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/18/03	15.00
Lund, Sarah E.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/24/03	15.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Lund, Sarah E.	050600	Women's Basketball	Other Contractual Services	15.00
Reiter, David	050600	Women's Basketball	Other Contractual Services	85.00
Rusk, Steve	050600	Women's Basketball	Other Contractual Services	85.00
Scenic Stage Line, Inc	050600	Women's Basketball	Other Contractual Services	200.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	15.00
Wiersema Charter Service	050600	Women's Basketball	Other Contractual Services	250.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	15.00
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	245.52
US Bank	050600	Women's Tennis	Other Conference & Meeting	1,932.00
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	45.46
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	160.00
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	165.75
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	139.99
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	83.99
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	11.00
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	11.95
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	10.50
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	5.00
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	25.00
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	55.60
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	35.50
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	85.50
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	4.95
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	52.75
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	4.00

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Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Line-Up Cards	5.50
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Rawling Ball Bag	26.75
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Equipment Bag	36.25
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Hang Bat Bag	48.50
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Rawlings Helmet	11.25
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	One Button Jerseys	31.00
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Pattern Charge	52.50
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Rawlings Pants	28.50
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Tube Socks	3.75
Temple's Sporting Goods	050600	Women's Softball	Instructional Supplies	Belts	3.75
Johnson, Stacie	050600	General Athletics	Other Materials and Supplies	Trainer for 2/24/02 Game	80.00
Johnson, Stacie	050600	General Athletics	Other Materials and Supplies	Trainer for BB Games 2/11 & 2/18/03	160.00
Best Western	050600	Student Activities	Other Contractual Services	Room and Meals for Terry Shropshire	139.68
Sauk Valley Newspapers	050600	Student Activities	Other Contractual Services	Advertising Terry Shopshire	143.00
Consolidated Management Co	050600	Student Activities	Other Materials and Supplies	Terry Shropshire Refreshments 2/7/03	8.25
Consolidated Management Co	050600	Student Activities	Other Materials and Supplies	Coffee for Recruitments	12.00
Consolidated Management Co	050600	Student Activities	Other Materials and Supplies	Popcorn & Bags	24.91
Follett Bookstore	050600	Student Activities	Other Materials and Supplies	Bookstore Charges Dec 2002	8.54
Menards	050600	Student Activities	Other Materials and Supplies	Shelving for storage	117.45
Consolidated Management Co	050600	Student Activities	Conference/Meeting Expense	Refreshments for Film Series	41.80
US Bank	050600	Student Activities	Conference/Meeting Expense	Books-Library	22.69
Consolidated Management Co	050600	Student Activities	Other Conference & Meeting	Student Lunch tickets/Tours	64.17
Derby, Dustin C.	050600	Student Activities	Other Conference & Meeting	Travel Ambassador Game Show thru 3/11/03	17.28
Sauk Valley Newspapers	050600	Voyager	Other Conference & Meeting	Printing Feb 2003 Voyager	285.35
Sterling Ford-Lincoln-Mercury	050800	Transportation	Maintenance Services	Van-Oil Change for College Van	25.49

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Waite Service & Towing	050800	Transportation	Maintenance Services	Towing Charge Van 2/26/03	202.50
Amoco Oil Company	050800	Transportation	Vehicle Supplies	Gas College Van	60.02
Kennedy, Patrick	050800	Transportation	Vehicle Supplies	Purchase Gas College Van 3/7/03	23.95
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas College Van	66.71
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas College Van	106.43
Welch Systems	050900	ATM	Consultants	ATM Maintenance Agreement	800.00
Professional Benefit Administratr	051000	Medical Insurance	Individual Stop Loss		10,509.28
Professional Benefit Administratr	051000	Medical Insurance	Dependent Stop Loss		7,458.99
Professional Benefit Administratr	051000	Medical Insurance	Precertification		380.00
Professional Benefit Administratr	051000	Medical Insurance	Cobra Conversion		5.00
Professional Benefit Administratr	051000	Medical Insurance	Administrative		2,618.00
Professional Benefit Administratr	051000	Medical Insurance	Life & AD&D		2,214.10
CURTIS 1000	051100	Storeroom	Purchases for Resale	8 1/2 x 11 Letterhead	1,206.96
CURTIS 1000	051100	Storeroom	Purchases for Resale	Regular Envelopes (VP Student Srvc) 500/Box	60.99
Bushman, Debra J.	051400		Student Loans	Student Loan Due 5/9/03	300.00
Denzer, Stephanie A.	051400		Student Loans	Student Loan due 5/9/03	336.00
Marks, Pam S.	051400		Student Loans	Student Loan Due 5/9/03	300.00
Stroup, Rebecca D.	051400		Student Loans	Student Loan Due 5/9/03	300.00
Derby, Dustin C.	062022	WFP- Ed to Careers	Other Materials and Supplies	Ambassador Game Show 2/21/03	16.33
Clodfelter, Pamela J.	062022	WFP- Ed to Careers	Conference/Meeting Expense	Travel Area HS Visit thru 2/25/03	142.16
Derby, Dustin C.	062022	WFP- Ed to Careers	Conference/Meeting Expense	Game Show 2/27/03	24.36
Derby, Dustin C.	062022	WFP- Ed to Careers	Conference/Meeting Expense	Meals Ambassador Game Show 3/7 & 3/11	33.58
Superintendent of Documents	062024	WFP- Welfare to Work	Publications and Dues	2003 Occupational Outlook Handbook	57.00
Hewlett-Packard	062032	Adv Tech- Technology Support Gra	Computer Software	7000 Sauk 210 Agreement 2646A8241 Billed Monthly	144.00
VanDyke Software	062032	Adv Tech- Technology Support Gra	Computer Software	Software Support for (2) V Shell Enterprise	668.60

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Hewlett-Packard	062032	Adv Tech- Technology Support Gra	Computer Software	7000 Sauk 210 Agreement 2646A8241 Billed Monthly	870.00
Verizon Wireless	062032	Adv Tech- Technology Support Gra	Telecommunications	Monthly Charges	26.79
Moraine Valley Community Colle	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Conference Fee 3/12/03 CISCO	150.00
Shelley, Chris	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Travel-Seminar-Copyright Issues 2/20/03	43.20
Shelley, Chris	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Video Travel-Area HS thru 2/19/03	108.00
SBM Business Equipment Center	062050	SBDC Grant	Office Supplies	Open PO Contract for Copier 7/1/02-6/30/03	102.28
Gallatin River Communications	062050	SBDC Grant	Telephone	Monthly Telephone Charge	34.82
SPRINT	062050	SBDC Grant	Telephone	Monthly Long Distance	18.08
Deem, Craig A	062056	ICCB Adult Ed-Federal Basic	Instructional Supplies	Feb 03 Cleaning Adult Ed Class rooms	25.00
Rhodes, Jay H.	062056	ICCB Adult Ed-Federal Basic	Instructional Supplies	Printer Cartridges 2/27/03	59.98
Fiorini, Anthony D.	062056	ICCB Adult Ed-Federal Basic	Other Supplies	Travel Wallace School thru 2/26/03	40.32
Center for Adult Learning Lead	062056	ICCB Adult Ed-Federal Basic	Conference/Meeting Expense	Adult Ed Financial Meeting Conference 3/5/03	17.00
Consolidated Management Co	062056	ICCB Adult Ed-Federal Basic	Conference/Meeting Expense	APC Breakfast	71.40
Hands-on English	062057	ICCB Adult Ed-Public Aid -Instru	Instructional Supplies	Renewal Subscription FY 03	29.00
Kennedy, Patrick	062057	ICCB Adult Ed-Public Aid -Instru	Conference/Meeting Expense	Travel -Adult Ed Peoria 3/7/03	186.80
National Pen Corporation	062060	SOS VITAL Grant	Instructional Supplies	Holographic Ink Pens	60.14
Kim, Linda A.	062062	IBHE PLACE Grant	Conference/Meeting Expense	Leadership Conference 2/15/03	22.00
Salgado, Ana S.	062062	IBHE PLACE Grant	Conference/Meeting Expense	Travel Leadership Conference	54.40
Mueller Audio Visual	062071	ISBE Voc Ed- Program Improvment	Instructional Equipment	Toshiba LCD Projector TLP-401U	4,693.00
Career Connection	062073	ISBE Voc Ed- Tech Prep Grant	Instructional Supplies	Book	66.30
Johnson, Virginia	062073	ISBE Voc Ed- Tech Prep Grant	Instructional Supplies	Supplies for Consortium	310.75
Career Game	062073	ISBE Voc Ed- Tech Prep Grant	Computer Software	Workbooks	173.80
Ashton High School	062073	ISBE Voc Ed- Tech Prep Grant	Other	Tech Prep Transit 8 Supplies	165.00
Dixon High School	062073	ISBE Voc Ed- Tech Prep Grant	Other	Tech Prep Transit Supplies 1	2,985.00
State Universities Retirement	063011	Student Support Services Grant	Allocated Employee Benefits	Matching Funds for 2/28 P/R	653.26

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State Universities Retirement	063011	Student Support Services Grant	Allocated Employee Benefits	Matching Funds 3/15/03 Payroll 653.26
SBM Business Equipment Center	063011	Student Support Services Grant	Maintenance Services	Copy Charges Jan 2003 47.81
Reliable	063011	Student Support Services Grant	Office Supplies	131MN00040 Tape Dispenser 13.52
Xerox Corporation	063011	Student Support Services Grant	Office Supplies	Toners for Xerox Copier 108.00
Jackson, Lawrence E.	063011	Student Support Services Grant	Conference/Meeting Expense	Travel Advance Training Conf 3/19/03 65.70
White, Linley V.	063020	Perkins IIc -Collaboration	Conference/Meeting Expense	WACC Mtg 2/14 5.04
White, Linley V.	063020	Perkins IIc -Collaboration	Conference/Meeting Expense	WIB #12 Partner Mtg 2/18 41.40
White, Linley V.	063020	Perkins IIc -Collaboration	Conference/Meeting Expense	Networking Equal Results Conf 2/20 127.43
White, Linley V.	063020	Perkins IIc -Collaboration	Conference/Meeting Expense	Northern Region Career Admin Mtg 2/21 102.90
White, Linley V.	063020	Perkins IIc -Collaboration	Conference/Meeting Expense	ICSPS Committee Mtg 2/25 125.92
Black Hawk College	063020	Perkins IIc -Acad Staff Developm	Conference/Meeting Expense	Registration Linley White 99.00
White, Linley V.	063020	Perkins IIc -Acad Staff Developm	Conference/Meeting Expense	Travel 3/6/03 Perkin's Meeting 62.64
Bos, Keith A.	063020	Perkins IIc -Special Populations	Conference/Meeting Expense	Travel Area High Schools 50.76
Bos, Keith A.	063020	Perkins IIc -Special Populations	Conference/Meeting Expense	Travel Area High School thru 2/27/03 98.50
State Universities Retirement	063030	Perkins IIIE Tech Prep	Allocated Employee Benefits	Matching Funds for 2/28 P/R 102.75
State Universities Retirement	063030	Perkins IIIE Tech Prep	Allocated Employee Benefits	Matching Funds 3/15/03 Payroll 102.75
Career Solutions Training Grou	063030	Perkins IIIE Tech Prep	Consultants	Hands-On-Academics Premium Series 99.00
Johnson, Virginia	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Travel-Area High School &Travel thru 3/5/03 178.16
SVCC Educational Fund	063071		I/F Receivable	Interfund Payment 125,833.25
SVCC Educational Fund	063071		I/F Payable	Interfund Payment 34,166.75
Wells Fargo	063071	Federal Student Loan	Dept. of Education	Return of Spring Funds-D Bushman 254.93
Willis Corroon Administrative	063075	IDHS AmeriCorps Member Activit	Medical Insurance	Member's Health Insurance 1,150.32
American Red Cross	063075	IDHS AmeriCorps - Member Activit	Instructional Supplies	CPR/AED Training 200.00
Holiday Inn	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Reflection Retreat 546.54
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	Allocated Employee Benefits	Matching Funds for 2/28 P/R 280.30

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	Allocated Employee Benefits	Matching Funds 3/15/03 Payroll	280.30
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Printer Cartridges	41.50
Brinkmeier, Tamara L.	063075	IDHS AmeriCorps- Nonmember Activ	Conference/Meeting Expense	Travel 2/4/03 RIF Books-Ashton School	16.20
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Conference/Meeting Expense	Travel Springfield 3/5/03	172.40
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	travel IRC Training Rockford 2/21/03	67.48
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	Travel-Area Sites thru 2/28/03	136.44
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	Marantz CD-R/RW for Music Dept.	875.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP Officejet D155XI Allin1	725.00
Executive Interiors	064030	Restricted Fund-GOD Certificates	Capital Supplies	KN3660 Comm. Kennedy 36"x60" Tables	6,875.00
SBC DataComm	064030	Restricted Fund-GOD Certificates	Capital Supplies	Freight Charges	5.06
Unique Computer	064040	SBC Excelerator	Capital Supplies	OEM Works	290.00
Unique Computer	064040	SBC Excelerator	Capital Supplies	Monitors	2,850.00
Arch Vending Inc	101010	Booster Club	Other	Pop for Booster Club Pizza Night	54.60
Byar, Christine M.	101010	Booster Club	Other	Flowers for Sophmore Night	69.86
Cheeseman Coaches	101010	Booster Club	Other	Bus Charges Region IV Game Poplar Bluff, MO	2,000.00
Damhoff, Russ K.	101010	Booster Club	Other	Pizza-Sophmore Night	300.00
Sauk Valley Newspapers	101010	Booster Club	Other	Basketball AD	366.67
Sauk Valley Newspapers	101010	Booster Club	Other	Overpayment on Ad	-2.00
Temple's Sporting Goods	101010	Booster Club	Other	Basketball "300" Win	21.00
Consolidated Management Co	101140	Phi Theta Kappa Club	Other	PTK Induction Refreshments	88.00
Nunez, Steve C.	101140	Phi Theta Kappa Club	Other	Phi Theta Kappa Travel 4/3/03	616.02
PHI THETA KAPPA Society	101140	Phi Theta Kappa Club	Other	PTK Dues	1,548.00
Lindgren Callihan Van Osdol &	11	Audit	Audit Services	Audit Services for ISBE Workstudy grant	975.00
Gallatin River Communications	12	Risk Management	Telephone	911 Cama Trunk Lines	89.48
Verizon Wireless	12	Public Safety	Maintenance Services	Security-MonthlyService	65.29

REPORT SVRCHKR
FISCAL YEAR 2003

Sauk Valley Community College
Check Register
From 02/20/03 To 03/24/03

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security W/E 2/1-2/8/03	864.80
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security w/e 2/15, 2/22, OT, Holiday	1,383.92
				BANK ACCOUNT 1 TOTAL:	498,582.76
				BANK ACCOUNT 2 TOTAL:	188,903.36
				ALL ACCOUNTS TOTAL:	687,486.12