

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA
Third Floor Board Room
August 25, 2003 – 7:00 p.m.

A. Call to Order

B. Roll Call

C. Communications from Visitors

D. Consent Agenda

1. Approval of Minutes
2. Treasurer's Report
3. Bills Payable
4. Payrolls

July 31, 2003	\$225,106.61
Aug 15, 2003	\$173,375.69
5. Budget Report
6. Board Policy 425.02 Senior Services Option (Second Reading)
7. Recommendation for Bid Award – Carpeting
8. Donation

E. President's Report

1. Board Policies Review – 501.01, 502.01, 503.01, 504.01, 505.01
2. Enrollment Update (attached)/Proposed Summer Session (attached)
3. Transfer GPA Comparisons – Illinois State University (attached)
4. Transfer GPA Comparisons – Northern Illinois University (attached)
5. Highlights of the Instructional Program (attached)

F. Financial Reports and Actions

None

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

H. Closed Session Minutes

Closed Session Minutes of July 28, 2003

I. Personnel

Faculty Appointment - Nursing

J. Other

Housing Resolution

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

September 22, 2003

October 27, 2003

November 24, 2003

ICCTA Monthly Meetings

**September 12, 2003
Stoney Creek Inn, Peoria**

**October 9 – 10, 2003
Rend Lake Resort, Ina**

**November 14, 2003
Swissotel, Chicago**

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

August 25, 2003

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on August 25, 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	William Simpson
Henry S. Dixon, Jr.	Robert Thompson
Pennie von Bergen Wessels	B.J. Wolf
Philip Engleking	

SVCC Staff:

- Attorney Ole Bly Pace III
- Vice President Ruth Bittner
- Vice President Deborah Hecht
- Vice President Joan Kerber
- Dean of Arts, Social Science, Adult Ed Patrick Kennedy
- Dean of Business, Technology, Natural Science Linley White
- Director of College Relations Cal Lyons
- Athletic Director Russ Damhoff
- Secretary to the Board Carmel Paulsen

Absent: Nancy Varga

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

President's Report: In Dr. Behrendt's absence, Dr. Kerber reported that current enrollment is holding steady with last year's; that Sauk's GPAs, in comparison with Northern Illinois University and Illinois State University for the Spring 03 semester, are again higher; and Dr. Hecht reported on the proposed summer schedule and highlights of the instructional programs. Deans Kennedy and White presented additional highlights.

The Board discussed a proposed language change in Board Policy 504.01 (Foreign Students).

BINDER WILL FOLLOW SLIP EXACTLY

NAME AND ADDRESS

Sauk Valley Community College LRC
173 IL Route #2
Dixon, IL 61021
PAL ILDS - SULY

TITLE

SAUK VALLEY
COMMUNITY
COLLEGE
BOARD OF
TRUSTEES
MINUTES

ADV	TITLE PAGE
FR COVER	TABLE CONT
RR COVER	INDEX

MATERIAL COLOR

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FOR BINDERY USE ONLY

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ADHSU 12.0

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SPECIAL INSTRUCTIONS

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AUGUST 25, 2003
THRU
OCTOBER 27, 2003

HOUCHEN BINDERY, INC.
www.houchenbindery.com

- ☒ NEW TITLE (NEVER BOUND BEFORE)
- ☒ PREVIOUSLY BOUND - HOUCHEN
- ☒ PREVIOUSLY BOUND - OTHER (IF VOLUME PREVIOUSLY BOUND BY ANOTHER BINDERY PLEASE SEND PHOTOCOPY WITH BOTTOM OF SPINE CLEARLY VISIBLE.)

MANDATORY FIELDS
MARKED IN GREEN

STAMP COLORS USED
BY HOUCHEN BINDERY
ARE:

Black

Gold

White

OPTIONAL FIELDS
MARKED IN BLUE

- ☐ Collation use; runs extra charges. Highly discouraged.

- Closed Session: At 7:36 p.m., it was moved by Member Dixon and seconded by Member Andersen that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the College, and closed session minutes consideration. In a roll call, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.
- Regular Session: The Board returned to regular session at 7:52 p.m.
- Closed Session Minutes: It was moved by Member von Bergen Wessels and seconded by Member Dixon to approve the minutes of the July 28, 2003, closed session meeting. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.
- Faculty Appointment: It was moved by Member von Bergen Wessels and seconded by Member Andersen to approve the appointment of Deana Seeley as Assistant Professor of Nursing, effective August 19, 2003, at a 9-month salary of \$35,052. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.
- Housing Resolution: It was moved by Member Simpson and seconded by Member Andersen to adopt the attached resolution regarding the College's continued support to the College Foundation's efforts in securing student housing in the near future. In a roll call vote all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.
- Reports: Student Trustee Engleking reported that the Student Activities schedule is set; that Free-For-Fall preparations are underway, and that the school year is off to a smooth start.
- ICCTA Representative Thompson reported that there has been no meeting since the last Board of Trustees meeting; that he will be in Peoria on September 12 and in Denver for the annual meeting on September 17-20, 2003.
- Foundation Liaison Andersen distributed highlights of the executive session of the ICCTA's Planning Retreat. The College Foundation will meet on Tuesday, August 26, 2003.
- No reports from the Faculty Association.
- Board Members Comments: members expressed interest in the Print Shop being the next highlighted department of the College.

Adjournment: Since the scheduled business was completed, it was moved by Member Andersen and seconded by Member von Bergen Wessels that the Board adjourn. In a roll call vote, all voted aye. Motion carried. Student Trustee advisory vote: aye.

The meeting adjourned at 8:05 p.m.


Next Meeting: The next regular meeting of the Board will be at 7:00 p.m. on September 22, 2003 in the Board Room.

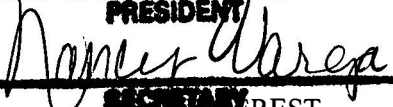
Respectfully submitted,


Carmel A. Paulsen, Recording Secretary

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

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY



PRESIDENT


SECRETARY

CHECKING ACCOUNTS

INTEREST BEARING ACCOUNTS

	DATE	INTEREST RATE	AMOUNT
General Account - Sterling Federal Bank		0.27	\$952,306.59
Illinois Funds - Firststar Bank, Springfield		0.96	621,454.73
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS			1,573,761.32

NON-INT. BEARING ACCOUNT

Restricted - Sterling Federal Bank	162,332.87
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MONEY MARKET

Sterling Federal Bank	2.23	1,303,069.65
ABN-AMRO Investment Services, Inc.	0.44	309,032.20

TOTAL CHECKING ACCOUNTS	\$3,348,196.04
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INVESTMENTS

<u>FINANCIAL INSTITUTION</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>AMOUNT</u>
Amcore Bank, Sterling	08-24-03	3.22	\$1,000,000
First National Bank, Amboy	01-07-04	1.3	1,000,000
Amcore Bank, Sterling	02-03-04	1.40	1,000,000
SUBTOTAL INVESTMENTS			3,000,000

BOND INVESTMENTS - Liability, Protection & Settlement

Federal Home Loan Mtg Corp	08-22-03	1.53	\$364,378.88
Cook County Il 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			\$5,491,989.18

TOTAL INVESTMENTS	\$8,491,989.18
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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JULY 31

<u>EDUCATION FUND</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Budget</u>	<u>2003-2004 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	3,021,500	-289,950	3,138,004	-519,103	-16.5%
State Governmental Sources	2,407,922	37,069	3,049,616		0.0%
Federal Governmental Sources	30,700	-6,126	1,000	4,105	410.5%
Student Tuition and Fees	2,604,821	1,274,297	3,012,300	1,237,281	41.0%
Sales and Service	212,500	11,459	341,818	15,277	4.4%
Investment Revenue	80,000	7,939	80,000	1,644	2.0%
Other Revenues	446,000	1,436	526,000	75	%
	-----	-----	-----	-----	-----
TOTALS	8,803,443	1,036,125	10,148,738	739,280	7.2%
Expenditures					
Salaries	6,053,764	322,004	6,316,729	363,625	5.7%
Employee Benefits	1,458,859	87,813	1,581,447	101,577	6.4%
Contractual Services	328,162	66,283	499,472	40,737	8.1%
General Materials and Supplies	653,216	63,021	921,962	58,058	6.2%
Travel and Conference Meeting Exp.	121,420	3,454	141,725	2,380	1.6%
Fixed Charges	56,212	73,020	22,955	2,174	9.4%
Capital Outlay			111,840		0.0%
Other Expenditures	476,000	115,318	487,000	117,076	24.0%
	-----	-----	-----	-----	-----
TOTALS	9,147,633	730,917	10,083,130	685,628	6.7%
Transfers					
Transfers to Other Funds			47,500		0.0%
Transfers From Other Funds	-178,000		-189,000	-8,780	4.6%
	-----	-----	-----	-----	-----
TOTALS	-178,000		-141,500	-8,780	6.2%
NET INCREASE/DECREASE IN NET ASSETS	-166,190	305,207	207,107	62,432	
FUND BALANCE		1,171,640		799,478	

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

<u>OPERATION AND MAINTENANCE FUND</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Budget</u>	<u>2003-2004 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	370,000	-35,691	384,123	-34,812	-9.0%
State Governmental Sources	321,520	4,581	432,632		0.0%
Federal Governmental Sources					
Student Tuition and Fees	271,586	140,382	328,500	139,096	42.3%
Sales and Service	5,500	2,117	6,500	67	1.0%
Facilities Revenue	6,000		4,000		0.0%
Investment Revenue	9,000	-179	2,000		%
Other Revenues	39,500		37,500		0.0%
	-----	-----	-----	-----	-----
TOTALS	1,023,106	111,210	1,195,255	104,351	8.7%
Expenditures					
Salaries	443,944	40,018	461,850	41,204	8.9%
Employee Benefits	153,329	11,683	152,131	11,122	7.3%
Contractual Services	69,500	6,112	69,500	21,728	31.2%
General Materials and Supplies	91,400	2,584	121,300	3,777	3.1%
Travel and Conference Meeting Exp.	2,400		3,500	127	3.6%
Fixed Charges			55,362	54,362	98.1%
Utilities	337,000	4,487	386,700	5,467	1.4%
Capital Outlay	15,000	7,300	15,000		0.0%
Other Expenditures					
	-----	-----	-----	-----	-----
TOTALS	1,112,573	72,187	1,265,343	137,790	10.8%
Transfers					
Transfers From Other Funds	-34,000		-70,500		0.0%
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TOTALS	-34,000		-70,500		0.0%
NET INCREASE/DECREASE IN NET ASSETS	-55,467	39,023	411	-33,439	
FUND BALANCE		88,852		-33,466	

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

<u>OPERATION & MAINTENANCE- RESTRICTED</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Budget</u>	<u>2003-2004 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	613,000	-59,486	632,938	-104,584	-16.5%
State Governmental Sources	3,204,922		3,382,000		0.0%
Investment Revenue	30,000	10,271	10,000	1,746	17.4%
Other Revenues	250,000		250,000		0.0%
	-----	-----	-----	-----	-----
TOTALS	4,097,922	-49,214	4,274,938	-102,837	-2.4%
Expenditures					
Contractual Services					
General Materials and Supplies					
Capital Outlay	4,441,152	5,368	5,361,936	6,445	.1%
	-----	-----	-----	-----	-----
TOTALS	4,441,152	5,368	5,361,936	6,445	.1%
Transfers					
Transfers From Other Funds	-570,000				
	-----	-----	-----	-----	-----
TOTALS	-570,000				
NET INCREASE/DECREASE IN NET ASSETS	226,770	-54,582	-1,086,998	-109,282	
FUND BALANCE		924,372		2,492,974	

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

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<u>BOND AND INTEREST FUND</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget <u>Percent</u>
Revenues					
Local Governmental Sources	1,385,000	-133,554	1,413,519	-263,360	-18.6%
Investment Revenue	5,000	2,389	10,000	477	4.7%
	-----	-----	-----	-----	-----
TOTALS	1,390,000	-131,164	1,423,519	-262,883	-18.4%
Expenditures					
Contractual Services	5,000		5,000		0.0%
Fixed Charges	1,382,008	-15,445	1,402,763		0.0%
	-----	-----	-----	-----	-----
TOTALS	1,387,008	-15,445	1,407,763		0.0%
NET INCREASE/DECREASE IN NET ASSETS	2,992	-115,718	15,756	-262,883	
FUND BALANCE		537,729		490,817	

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

<u>AUXILIARY ENTERPRISES FUND</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Budget</u>	<u>2003-2004 Actual</u>	<u>Budget Percent</u>
Revenues					
Student Tuition and Fees	153,000	77,349	160,500	68,503	42.6%
Sales and Service	44,400	2,430	51,490	2,103	4.0%
Facilities Revenue	75,000		75,000	5,417	7.2%
Investment Revenue	1,800	570	900	29	3.3%
Other Revenues	1,329,250	109,870	1,301,549	103,314	7.9%
	-----	-----	-----	-----	-----
TOTALS	1,603,450	190,220	1,589,439	179,368	11.2%
Expenditures					
Salaries	72,253		72,279	319	.4%
Employee Benefits	11,710		11,481		0.0%
Contractual Services	38,455	967	1,334,654	74,818	5.6%
General Materials and Supplies	1,392,405	154,147	72,490	52,004	71.7%
Travel and Conference Meeting Exp.	68,340	1,889	62,655	2,436	3.8%
Fixed Charges	2,450	1,965	9,450	4,851	51.3%
Capital Outlay					
Other Expenditures	5,300		5,800		0.0%
	-----	-----	-----	-----	-----
TOTALS	1,590,913	158,970	1,568,809	134,431	8.5%
Transfers					
Transfers to Other Funds	75,820		75,000	8,780	11.7%
Transfers From Other Funds	-63,820		-63,000		0.0%
	-----	-----	-----	-----	-----
TOTALS	12,000		12,000	8,780	73.1%
NET INCREASE/DECREASE IN NET ASSETS	537	31,250	8,629	36,155	
FUND BALANCE		353,483		304,687	

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

<u>RESTRICTED PURPOSES FUND</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Budget</u>	<u>2003-2004 Actual</u>	<u>Budget Percent</u>
Revenues					
State Governmental Sources	1,366,393	-34,185	1,097,240	2,585	.2%
Federal Governmental Sources	2,460,775	-96,733	2,578,428	5,937	.2%
Investment Revenue	20,000		6,000		0.0%
Other Revenues	99,860		60,619		0.0%
	-----	-----	-----	-----	-----
TOTALS	3,947,028	-130,918	3,742,287	8,522	.2%
Expenditures					
Salaries	1,216,810	70,299	1,224,849	73,852	6.0%
Employee Benefits	216,159	16,895	198,356	14,260	7.1%
Contractual Services	149,566	9,164	49,609	932	1.8%
General Materials and Supplies	724,928	15,870	726,640	2,902	.3%
Travel and Conference Meeting Exp.	68,506	1,760	53,819	1,933	3.5%
Fixed Charges	13,107		10,207		0.0%
Utilities	16,200	110	300	49	16.4%
Capital Outlay	194,500		198,200		0.0%
Other Expenditures	2,002,689	15,108	2,364,253	16,165	.6%
	-----	-----	-----	-----	-----
TOTALS	4,602,465	129,209	4,826,233	110,097	2.2%
Transfers					
Transfers to Other Funds			14,315		0.0%
Transfers From Other Funds	50,847		-14,315		0.0%
	-----	-----	-----	-----	-----
TOTALS	50,847				
NET INCREASE/DECREASE IN NET ASSETS	-706,284	-260,128	-1,083,946	-101,575	
FUND BALANCE		1,256,308		936,042	

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

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<u>WORKING CASH FUND</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Budget</u>	<u>2003-2004 Actual</u>	<u>Budget Percent</u>
Revenues					
Investment Revenue	100,000	32,276	100,000	1,608	1.6%
	-----	-----	-----	-----	-----
TOTALS	100,000	32,276	100,000	1,608	1.6%
Expenditures					
Investment Revenue					
	-----	-----	-----	-----	-----
TOTALS					
Transfers					
Transfers to Other Funds	200,000		200,000		0.0%
	-----	-----	-----	-----	-----
TOTALS	200,000		200,000		0.0%
NET INCREASE/DECREASE IN NET ASSETS	-100,000	32,276	-100,000	1,608	
FUND BALANCE		2,503,059		2,372,391	

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

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<u>TRUST AND AGENCY FUND</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget <u>Percent</u>
Revenues					
Sales and Service					
Other Revenues					
	-----	-----	-----	-----	-----
TOTALS					
Expenditures					
Contractual Services					
Capital Outlay					
Other Expenditures					
	-----	-----	-----	-----	-----
TOTALS					
NET INCREASE/DECREASE IN NET ASSETS					
FUND BALANCE		18,355		21,542	

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

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<u>AUDIT FUND</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget <u>Percent</u>
Revenues					
Local Governmental Sources	30,700	-2,879	30,710	-5,082	-16.5%
Investment Revenue	1,000	302	1,000	20	2.0%
	-----	-----	-----	-----	-----
TOTALS	31,700	-2,577	31,710	-5,062	-15.9%
Expenditures					
Contractual Services	30,000	3,400	24,000	1,550	6.4%
	-----	-----	-----	-----	-----
TOTALS	30,000	3,400	24,000	1,550	6.4%
NET INCREASE/DECREASE IN NET ASSETS	1,700	-5,977	7,710	-6,612	
FUND BALANCE		23,511		26,033	

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

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<u>LIABILITY, PROTECTION & SETTLEMENT</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget <u>Percent</u>
Revenues					
Local Governmental Sources	291,000	-28,025	295,275	-48,912	-16.5%
Investment Revenue	200,000	-138,950	200,000	29,922	14.9%
Other Revenues	29,000		22,000		0.0%
	-----	-----	-----	-----	-----
TOTALS	520,000	-166,975	517,275	-18,989	-3.6%
Expenditures					
Salaries	273,621	6,459	297,291	6,689	2.2%
Employee Benefits	203,794	44,138	205,564	51,306	24.9%
Contractual Services	66,200	15,544	64,300	13,377	20.8%
General Materials and Supplies	12,600	721	6,500		0.0%
Travel and Conference Meeting Exp.	2,000		2,250		0.0%
Fixed Charges	45,000	23,852	85,000	32,785	38.5%
Utilities	1,000	89	1,100	89	8.1%
Capital Outlay	50,000		50,000		0.0%
	-----	-----	-----	-----	-----
TOTALS	654,215	90,804	712,005	104,248	14.6%
NET INCREASE/DECREASE IN NET ASSETS	-134,215	-257,780	-194,730	-123,237	
FUND BALANCE		5,931,152		5,973,320	

For Board Meeting of
August 25, 2003

Agenda Item D-6

**BOARD POLICY 425.02 SENIOR SERVICES OPTION
(SECOND READING)**

Attached for Second Reading is Board Policy 425.02 Senior Services Option revision.

RECOMMENDATION: Board approval of Board Policy 425.02 Senior Services Option for First Reading.

425.02 Senior Services Option

The College shall make available to all full-time College retirees ("retirees") who qualify for and participate in the Sauk Valley Community College "Early Retirement Incentive Program" (as set out in Section 425.01 of the College Policies) the option to provide "professional educational services" to the College, in addition to his or her regular assignment, during the last year or years of service to the College. For such services the retiree can earn up to a maximum of an additional twenty percent (20%) of his or her college compensation earned during the prior year. Such option shall be referred to as the "Senior Services Option".

1. Professional Educational Services Plan

"Professional educational services" to be performed by a retiree electing the Senior Services Option may include, but are not limited to, curriculum modification and improvements; design and program development; mentoring new full or part-time faculty or staff; research and analysis; additional work or other professional services which are to be performed in addition to the retiree's normal job. Professional educational services are expected to have a significant value to the College. Participation in this option shall require the retiree to submit a detailed plan ("Plan") which must be fully approved by the appropriate Vice President who shall submit it to the President of the College. The President must give final approval of the Plan before commencement of such services. The President shall have the right to refuse payment in part or full if the work is not performed according to the Plan. In the event the Senior Services Option work is not performed to the satisfaction of the President, the College shall have the option to refuse to allocate any or all of said additional salary as professional educational services. The judgement of the College shall be final and not subject to appeal.

2. Eligibility

To be eligible for participation in the Senior Services Option the staff member must:

- Otherwise qualify for the “Early Retirement Incentive Program” set out in Section 425.01 of College Policies. The Senior Services Option will not be available to retirees under any other retirement option.
- Notify the President, in writing, of his or her intention to participate in the Senior Services Option and complete all work under the Plan prior to the date of actual retirement. The notice and the Plan shall be given before May 1 of any year the retiree expects to perform professional educational services which are intended to qualify under the Senior Services Option, prior to the actual retirement commencement date. The Plan shall be proposed by the retiree in sufficient time to permit the College administration a reasonable time to review and approve all of the proposed work and timetable details of the proposed plan.
- Submit a detailed plan of proposed professional services which provides the following:
 - a. The general scope of work to be performed; the dates for progressive completion of such work; including definite starting and ending dates;
 - b. The expected benefit to the College of such work;
 - c. All short term and long term costs expected to be paid by the College, if any.

3. Salary Limitations of Senior Services Option

- Each participating retiree shall be paid additional salary for the additional professional educational services, which shall not exceed twenty percent (20%) of that retiree's college compensation (defined hereunder as the total college compensation received by the employee during the prior year). The additional salary earned under the Senior Services Option shall be subtracted before determining the final year's retirement incentive payment being paid the retiring staff member by the College under the Early Retirement Incentive Program in effect at the time of retirement. Further, the additional salary approved by the College and paid the retiree for the professional educational services shall be credited against and shall be considered a part of the lump sum payment payable by the College to the retiree as early retirement incentive under Section 425.01 of the College Policies.
- Payment for such additional services shall be paid only for professional educational services actually rendered by the retiring employee in accordance with the approved Plan. Compensation earned by the retiree for such professional educational services will be paid in installments according to the regular pay plan chosen by the staff member, providing the installments shall be consistent with the Plan's progressive completion dates specified.
- All professional educational services to be performed under the Senior Services Option shall be completed and final payment by the College shall be made by the retiree's actual retirement date. In the event the retiring employee receives payment for professional educational services which are not performed or are not completed by the retiree's actual retirement date, the College shall have the right

to deny additional salary value status for such work. In such event the College shall have the option to consider such payments previously made as retirement incentive payments, seek restitution from the retiring or retired employee, and/or withhold, deduct or set off any such overpayments against any other payments or credits due the retiree from the College from any source.

~~4. Grandfather Clause~~

~~Any employee who plans to retire during or at the end of the 1997-98 college year and is otherwise eligible to participate in the Senior Services Option except for the March 1, 1997 deadline for notice and submission of Plan, shall have the deadline extended for notice and Plan submission until July 1, 1997.~~

5/27/97

7/24/00

For Board Meeting of
August 25, 2003


Agenda Item D-7

RECOMMENDATION FOR BID AWARD - CARPETING

After due advertisement, three companies bid on carpeting parts of the LRC, LAC, selected second and third floor hallways, classrooms and offices, Child Care Center, Corporate and Community Services office and Student Activities office. The low bid was from Floor Covering Express.

RECOMMENDATION: Board acceptance of the low bid from Floor Covering Express in the amount of \$69,550.65, to be paid by funding bonds.



TO: Richard Behrendt
FROM: Ruth Bittner 
DATE: August 14, 2003
SUBJECT: Recommendation for Bid Award – Carpeting

On Thursday, August 14, 2003, at 2:00 pm, bids for carpeting parts of the LRC; LAC; selected second and third floor hallways, classrooms and offices; the Child Care Center; Corporate and Community Services office; and Student Activities office were opened in the Boardroom. Nancy Breed, Jim Frederick, a representative from Carpetland and I attended the bid opening.

Bid specifications were mailed to four companies, and a bid announcement was placed in the *Dixon Telegraph* and *Sterling Daily Gazette*. Bids were received from three companies.

The low bidder was Floor Covering Express. Mr. Frederick has confirmed with them that their bid is consistent with specifications. The bid is for 35,667 square feet of Mohawk Multiple Choice Lockback carpet. The company will remove and dispose of the old carpet and deliver and install the new carpet and new cove molding as needed. The cost will be paid by funding bonds and is within budget.

Therefore, I recommend that the Board of Trustees award the bid for carpet to Floor Covering Express, at a price of \$69,550.65. Thank you.

Bid Results – Carpeting

Company Name	Location	Amount
Floor Covering Express	Sterling	69,550.65
Floor Mart	Dixon	72,280
Carpetland	Sterling	78,931

For Board Meeting of
August 25, 2003

Agenda Item D-8

DONATION

The College has received the following donation:

Ambulance Gurney from Foster Coach Sales

RECOMMENDATION: Board approval to accept this donation on behalf of the College with a letter of appreciation to be sent to Foster Coach Sales. (attached)

Sauk Valley
Community College
Foundation

173 IL Route 2, Dixon, IL 61021
815/288-5511, ext. 294 - FAX: 815/288-5958



COPY

August 14, 2003

Mr. Steve Foster
Foster Coach Sales, Inc.
1231 West 4th Street
Sterling, IL 61081

Dear Mr. Foster:

The Sauk Valley Community College and the Foundation sincerely appreciate Foster Coach Sales donation of an ambulance gurney to the nursing program here at the College.

Thank you for your thoughtfulness and support.

Sincerely,

A handwritten signature in black ink, appearing to read "Cal Lyons".

Cal Lyons
Executive Director

SW

"Helping futures begin"

501.01 Academic Programs and Requirements

The academic programs and requirements for any certificate or degree shall be authorized by vote of the Board of Trustees upon recommendation from the President and will be subject to additional approval procedures required by the Illinois Community College Board, the Board of Higher Education and other cognizant regulatory agencies.

2/12/79

502.01 College Liability

The Board of Trustees shall indemnify Board members and employees of the Board and provide liability insurance to insure the College, Board members, and employees of the Board, as required by Section 805/3-29 of the Public Community College Act.

2/12/79

3/23/87

2/28/00

503.01 Information Systems

The Data Processing Center shall be dedicated to the primary use of Sauk Valley Community College. The only exception would be for providing services to other educational institutions within the college district. Any service fee and/or agreements for such services shall be approved by the Board of Trustees.

3/23/81

3/23/87

4/27/92

504.01 Foreign Students

The Board of Trustees of Sauk Valley Community College recognizes the value of better world understanding. In support of this belief, the following policy shall be in effect.

An international student may attend Sauk Valley Community College on a resident tuition basis provided that the student meets the following requirements:

- A. Be sponsored by a regular tax-paying resident of the Sauk Valley Community College district;
- B. Be willing to serve as a community resource person to make speeches and presentations to interested community groups; and
- C. Live in the College district while attending Sauk Valley Community College.

2/12/79

3/23/87

505.01 Gifts, Grants, and Donations

Offers of appropriate gifts, grants, and donations to Sauk Valley Community College, whether real or monetary, may be officially accepted by action of the College Board on recommendation of the President.

When gifts or grants to the College are given in the name of an individual and/or for a specific purpose, this shall be noted by the Board and acknowledged by the President.

The Board of Trustees, through the College President, will encourage any persons who wish to give gifts to the College which require regular management, to instead make those gifts to the Sauk Valley Community College Foundation.

The President shall report all such actions and recommendations to the Board; provided, however, when the donor shall inform the President that the donor wishes his, her, or its identity to remain anonymous, the President shall not disclose such identity.

2/12/87

3/23/87

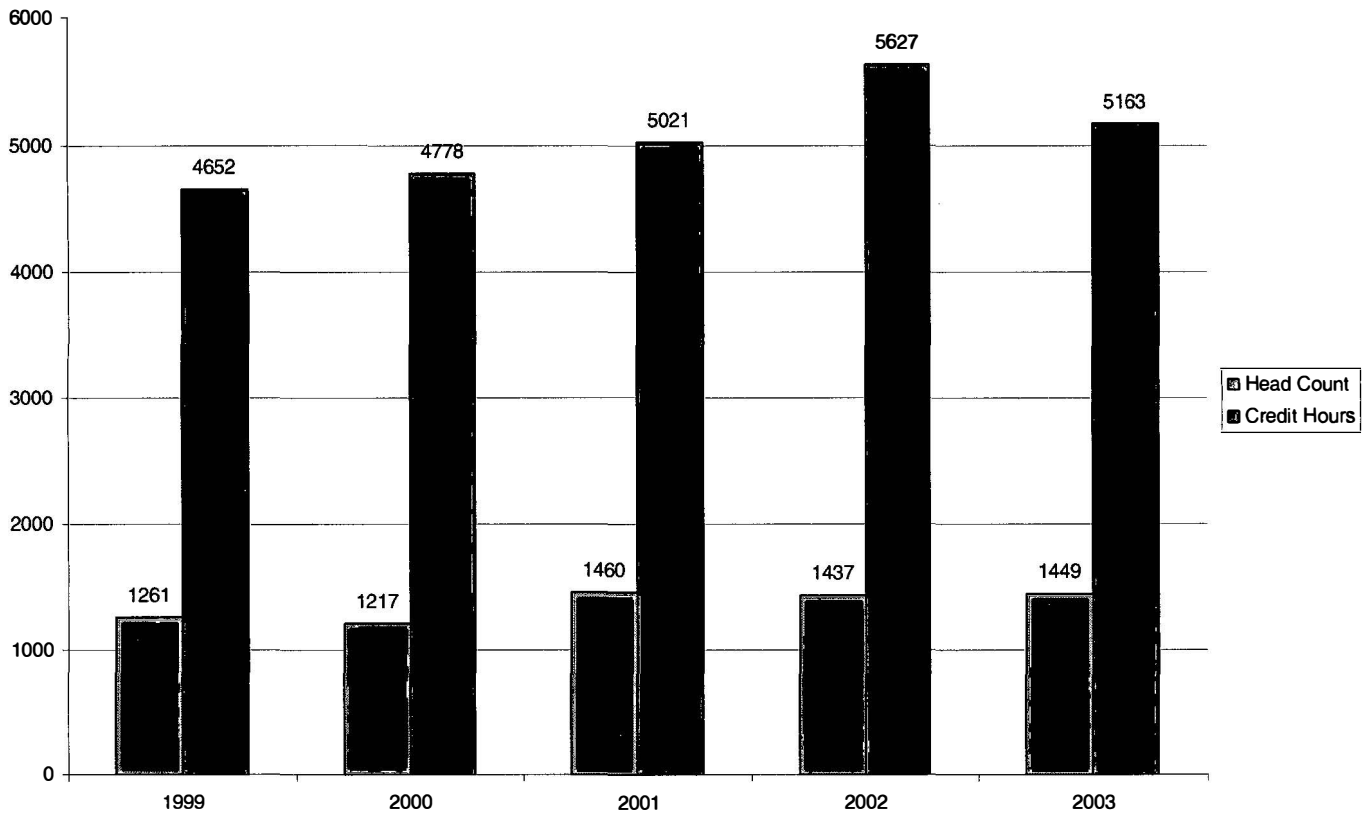
3/26/90

Five Year Enrollment Comparison

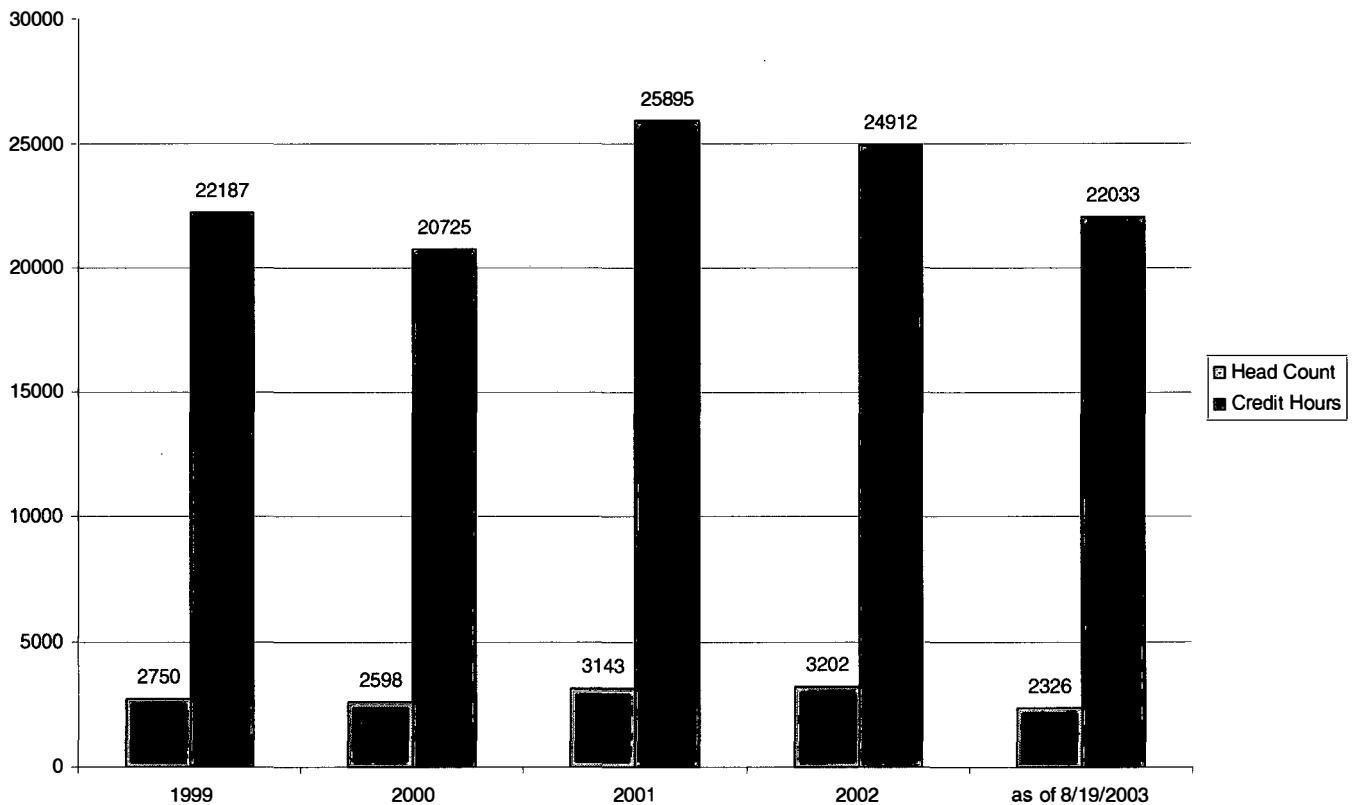
End of Term

August 19, 2003

Summer Enrollment (End of Term)



Fall Enrollment (End of Term)



PROPOSED SUMMER SESSION

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
Session A May 17 – June 11 (4 weeks) Midterm Date: May 27 Sample Times: MTWR 8 -10:45 a.m., 9- 11:45 a.m., 12 – 2:45 p.m., 1 – 3:45 p.m., 6 – 8:45 p.m.				Session B June 14 – July 8 (4 weeks) Midterm Date: June24 Sample Times: MTWR 8 -10:55 a.m., 9- 11:55 a.m., 12 – 2:55 p.m., 1 – 3:55 p.m., 6 – 8:55 p.m.				Session C July 12 – August 5 (4 weeks) Midterm Date: July 22 Sample Times: MTWR 8 -10:45 a.m., 9- 11:45 a.m., 12 – 2:45 p.m., 1 – 3:45 p.m., 6 – 8:45 p.m.			
				Session D June 14 – August 5 (8 weeks) Midterm Date: July 8 Same as current session times							

CURRENT SUMMER SESSION

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	
			Session E June 7 – July 1 (4 weeks) Midterm Date: June17 Sample Times: MTWR 8 -10:45 a.m., 9- 11:45 a.m., 12 – 2:45 p.m., 1 – 3:45 p.m., 6 – 8:45 p.m.				Session F July 6– July 29 (4 weeks) Midterm Date: July 15 Sample Times: MTWR 8 -10:55 a.m., 9- 11:55 a.m., 12 – 2:55 p.m., 1 – 3:55 p.m., 6 – 8:55 p.m.					
			Session G June 7 – July 29 (8 weeks) Midterm Date: July 1 Same as current session times									

Spring Semester Finals May 11-14
Commencement May 20

Fall In-Service August 20
Fall Semester Begins August 23

2004

May							June							July							August							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1				1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12		4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19		11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26		18	19	20	21	22	23	24	22	23	24	25	26	27	28
23/30	24/31	25	26	27	28	29	27	28	29	30					25	26	27	28	29	30	31	29	30	31				

Have you ever taught in the Summer session at SVCC? _____

Rank the sessions in which you would consider teaching (if none, leave blank)
1 being most likely to teach, 2 less likely, etc.

Proposed
Session A _____
Session B _____
Session C _____
Session D _____

Current
Session E _____
Session F _____
Session G _____

Name _____
Please print

Please return by the end of In-Service today.

SAUK VALLEY COMMUNITY COLLEGE VICE PRESIDENT OF STUDENT SERVICES

MEMORANDUM

TO: Dr. Richard Behrendt

FROM: Dr. Joan E. Kerber

DATE: August 13, 2003

SUBJECT: Transfer GPA Comparisons

As always, I like to keep you informed of the progress of our transfer students. Once again, I am proud to announce that Sauk Valley Community College has demonstrated quality instruction through their transfer record. The following grade point average comparison has been sent to us from Northern Illinois University for Spring 2003 semester.

Northern Illinois University Transfer Student Summary Progress Report

Spring 2003 Data for Students

169 Community College Transfers from Sauk Valley Community College	5,161 All Illinois Community College Transfers at Northern Illinois University	1,885 All Other Transfers at Northern Illinois University	9,247 All Native Students at Northern Illinois University
Sauk Valley Community College Transfer GPA Cum NIU	Other Community College Transfer GPA Cum NIU	All Other Transfer GPA Cum NIU	Total Native GPA Cum NIU
Mean 3.08	Mean 2.90	Mean 2.92	Mean 2.81

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

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

SAUK VALLEY COMMUNITY COLLEGE VICE PRESIDENT OF STUDENT SERVICES

MEMORANDUM

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FROM: Dr. Joan E. Kerber

DATE: August 13, 2003

SUBJECT: Transfer GPA Comparisons

As always, I like to keep you informed of the progress of our transfer students. Once again, I am proud to announce that Sauk Valley Community College has demonstrated quality instruction through their transfer record. The following grade point average comparison has been sent to us from Illinois State University for the Spring 2003 semester.

Illinois State University Transfer Student Summary Progress Report

Spring 2003 Data for Students

54	5,000	1,213	10,716
Community College Transfers from Sauk Valley Community College	All Illinois Community College Transfers at Illinois State University	All Other Transfers at Illinois State University	All Native Students at Illinois State University
Sauk Valley Community College Transfer GPA Cum ISU	Other Community College Transfer GPA Cum ISU	All Other Transfer GPA Cum ISU	Total Native GPA Cum ISU
Mean 3.11	Mean 2.90	Mean 2.98	Mean 3.00

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

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

HIGHLIGHTS OF THE INSTRUCTIONAL PROGRAM

AUGUST, 2003

Created approximately 25 internet courses. The Criminal Justice program is now completely available on-line. Additional courses are currently under development.

Re-activated our French program. We now offer two years of college level French.

Updated course content in nursing, all technical/career programs, radiology technology, and math.

Created new certificates in Computer Network Analyst, HVAC Installer, HVAC Entry Level Technician, Basic Computer Aided Drafting Technician, Intermediate Computer Aided Drafting Technician, and Financial Services Representative.

Currently exploring certificates in Desktop Publishing, Real Estate Salesperson, Real Estate Broker, Construction Trades, Lean Manufacturing, and Electronics.

Instituted Paramedic/EMT program.

Developed programs in Commercial Truck Driving and the Skyhawk Polygraph Institute.

Through Tech Prep, developed 17 career clusters to enable high school students to seamlessly transition into Sauk's technical and career programs. Won a statewide award for this initiative.

Developed common exit exams for developmental courses to ensure that students are ready for college level work and aid in student success at college level courses.

Revised general education outcomes and competencies for all AA, AS, and AAS degrees.

For the Board Meeting
August 25, 2003

Agenda Item I

FACULTY APPOINTMENT

The administration is recommending the appointment of Deana Seeley as an Assistant Professor of Nursing, effective August 19, 2003, at a 9-month salary of \$35,052.

RECOMMENDATION: Board approval of the appointment of Deana Seeley as an Assistant Professor of Nursing, effective August 19, 2002, at a 9-month salary of \$35,052.

SAUK VALLEY COMMUNITY COLLEGE INSTRUCTIONAL SERVICES

MEMORANDUM

TO: Dr. Richard Behrendt

FROM: Dr. Deborah Hecht



DATE: July 23, 2003

RE: Ms. Deana Seeley

I would like to recommend that we appoint Ms. Deana Seeley as an Assistant Professor of Nursing. In support of this recommendation, I offer the following information:

Announcement Process

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

Application Responses

Four applications were received and all met the minimum qualifications.

Screening

A committee composed of Mary Heitmann, Pam Cunningham, Peggy White and Terry Lyn Funston and co-chaired by Vice President Deborah Hecht and Dean Janet Lynch, reviewed the applications of all the candidates. After checking references, two candidates were invited to interview at the Sauk Valley Community College campus. Both candidates were interviewed by the committee, the Vice President of Instructional Services, individually by the Dean, the Vice President for Student Services, and the President. Each candidate also provided a writing sample and did a teaching demonstration before the committee.

Qualifications

1. Academic Background – Ms. Seeley received her Associate Degree in Nursing from Sauk Valley Community College, and her Bachelors of Science and Masters of Science in Nursing from Clarke College in Dubuque, Iowa. She is licensed to practice in both Illinois and Iowa.
2. Professional Background – Ms. Seeley has worked at CGH Medical Center since 1990 as MDS/Admission Care Coordinator, and Float Nurse in Medical, Pediatrics, Surgical, Home Nursing, and Skilled Nursing. She has also worked at Heartland Home Nursing and has taught part time at both Clinton Community College and Sauk Valley Community College.

References

Ms. Seeley's references were checked by the committee members and the Vice President for Instructional Services. Her references state that Ms. Seeley is a person with high professional and personal standards. She is reported to go out of her way to assure that students learn and achieve their goals. She has a warm and caring personal style that students respond to and takes great pride in her work. Ms. Seeley maintains excellent rapport with her peers and demonstrates excellent communication skills with staff, physicians, patients, and their families.

Our screening committee has indicated that Deana Seeley should fit very well with our faculty and student body. I recommend the employment of Deana Seeley as the Nursing Assistant Professor Step 4 without reservation of any kind.

For Board Meeting of
August 25, 2003

Agenda Item J

Housing Resolution

The Board of Trustees has requested that a resolution be adopted regarding Sauk Valley Community College's continued support of the Foundation's efforts to construct student housing in the near future.

RECOMMENDATION: Board approval of the attached resolution.

RESOLUTION
SAUK VALLEY COMMUNITY COLLEGE BOARD

WHEREAS, the Sauk Valley Community College Foundation has entered into a letter of engagement with an investment company (Stern Brothers & Co., St. Louis, Missouri) and a letter of engagement with an engineering - consulting firm (Clark Engineers, Peoria, Illinois) for the purpose of developing a student housing complex for SVCC students; and

WHEREAS, student housing has been a regularly stated objective in the Board-approved College Strategic Plan; and

WHEREAS, the SVCC Board of Trustees approved a resolution on February 26, 1996 in support of the student housing concept and encouraged the Foundation to explore this objective, with the Board stating that they will consider such easements and licenses as are appropriate or necessary should the Foundation's explorations warrant them; and

WHEREAS, the SVCC Foundation Directors have requested that the SVCC Board of Trustees issue a statement to indicate its continued support and encouragement of the Foundation's efforts to construct student housing in the near future;

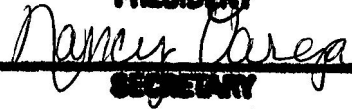
NOW, THEREFORE, IT IS RESOLVED: The College President, and the Board's Foundation Liaison, are authorized to notify the Foundation that the College continues to support the resolution of February 26, 1996, and will apply the spirit and terms of that resolution to the ongoing effort by the Foundation to build student housing.

August 25, 2003

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY



PRESIDENT



SECRETARY

DATE 8/25/03

Sauk Valley Community College
Board of Trustees
August 25, 2003

Summary of Bills Payable

Amount

General Operating Funds

\$ 1,577,791.95

Restricted Fund

\$ 6,236.39

TOTAL

\$ 1,584,028.34

REPORT SVRCHKR
FISCAL YEAR 2003

Sauk Valley Community College
Check Register
From 07/24/03 To 08/25/03

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Union Bank Tampico	00		Time Deposits	Certificate of Deposit	1,000,000.00
Southern Illinois University	01		JTPA Whiteside	Student CNA Exam Fee	100.00
Southern Illinois University	01		JTPA Lee	Student CNA Exam Fee	50.00
Arrowhead Conference	01		Other Receivables	Pass Through Annual Dues-Highland/Carl Sandburg	700.00
Curriculum Publishing Clearing	01		Foundation Expense	Skill Test Booklets	176.00
State Universities Retirement	01		SURS Payable		26,901.06
State Universities Retirement	01		SURS Payable		21,735.74
Select Employees Credit Union	01		Credit Union Payable		7,962.77
Select Employees Credit Union	01		Credit Union Payable		7,737.77
Community Health Charities of	01		United Way Payable	ACCRUED W/H-Community Health Charties	4.00
Community Health Charities of	01		United Way Payable	ACCRUED W/H-Community Health Charties	4.00
United Way of Dixon	01		United Way Payable		16.25
United Way of Dixon	01		United Way Payable		16.25
United Way of Sterling-Rock Fa	01		United Way Payable		27.00
United Way of Sterling-Rock Fa	01		United Way Payable		27.00
Trustmark Insurance	01		Optional Life Insurance		469.58
Trustmark Insurance	01		Optional Life Insurance		458.20
Illinois Mutual	01		Optional Disability Insurance		3.89
Illinois Mutual	01		Optional Disability Insurance		3.89
SVCC Foundation	01		Foundation Payable		70.50
SVCC Foundation	01		Foundation Payable		70.50
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

REPORT SVRCHKR
FISCAL YEAR 2003

Sauk Valley Community College
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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
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			277.50
Franklin Financial Services Co	01	Franklin Life			277.50
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			85.00
Waddell & Reed, Inc	01	Waddell & Reed			85.00
Capital Guardian Trust Company	01	Capital Guardian Trust			125.00
Capital Guardian Trust Company	01	Capital Guardian Trust			125.00
Anglese, Crystal M.	01	Accounts Payable	Online Refund		55.00
Arduini, Cathy L.	01	Accounts Payable	PELL		109.00
Arduini, Cathy L.	01	Accounts Payable	PELL		219.00
Arduini, Cathy L.	01	Accounts Payable	PELL		438.00
Bickett, Teresa J.	01	Accounts Payable	Online Refund		180.00
Bonnell, Anthony R.	01	Accounts Payable	Online Refund		180.00
Bonnell, Evan C.	01	Accounts Payable	Online Refund		60.00
Buckingham, Brad S.	01	Accounts Payable	Online Refund		960.00
Cervantes, Rachel L.	01	Accounts Payable	Online Refund		180.00
Damhoff, Ben M.	01	Accounts Payable	Online Refund		127.00
Durling, Elizabeth A.	01	Accounts Payable	Online Refund		126.00
Durling, Elizabeth A.	01	Accounts Payable	Online Refund		47.00
Gallagher, Kayla L.	01	Accounts Payable	Online Refund		15.00

REPORT SVRCHKR
FISCAL YEAR 2003

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Hallquist, Lindsay K.	01		Accounts Payable	Online Refund	477.00
Handley, William D.	01		Accounts Payable	Online Refund	5.00
Harrison, Aaron L.	01		Accounts Payable	Online Refund	5.00
Heitzler, Kelly K.	01		Accounts Payable	PELL	157.00
Helms, Ryan L.	01		Accounts Payable	Online Refund	304.00
Henkel, Anna	01		Accounts Payable	Online Refund	960.00
Hinton, Jonathon N.	01		Accounts Payable	Online Refund	180.00
Hinton, Jonathon N.	01		Accounts Payable	Online Refund	360.00
Hubbard, Tammy J.	01		Accounts Payable	Online Refund	142.00
Johnson, Adam M.	01		Accounts Payable	Online Refund	180.00
Kessinger, Lisa A.	01		Accounts Payable	Online Refund	60.00
Kraft, Amanda	01		Accounts Payable	Online Refund	15.00
Martin, Johnathan C.	01		Accounts Payable	Online Refund	65.00
McCormick, Karrie L.	01		Accounts Payable	Online Refund	4.00
McGinn, Susan J.	01		Accounts Payable	Online Refund	65.00
Morhardt, Ginger L.	01		Accounts Payable	Online Refund	180.00
O'Neal, Tara C.	01		Accounts Payable	Online Refund	10.00
Porter, Brent	01		Accounts Payable	Online Refund	195.00
Rippy, David A.	01		Accounts Payable	Online Refund	50.00
Schultz, Kevin M.	01		Accounts Payable	PELL	368.00
Snow, Angie M.	01		Accounts Payable	Online Refund	195.00
Stojanovic, Mijat	01		Accounts Payable	Online Refund	7.00
Tieken, Sarah E.	01		Accounts Payable	Online Refund	180.00
Trujillo, Maria G.	01		Accounts Payable	Online Refund	140.00
Villareal, Tomasa	01		Accounts Payable	Online Refund	100.00

REPORT SVRCHKR
FISCAL YEAR 2003

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Weber, Jessica L.	01		Accounts Payable	Online Refund	15.00
Widolff, Heather L.	01		Accounts Payable	Fndtn	500.00
Follett Bookstore	01		Foundation B	Books 8/4-8/7/03	250.00
Follett Bookstore	01		JTPA Whiteside B	Books 8/4-8/7/03	4,984.79
Follett Bookstore	01		JTPA Lee B	Books 8/4-8/7/03	5,981.54
Follett Bookstore	01		Trade Act TAA Sterling B	Books 8/4-8/7/03	1,789.15
Follett Bookstore	01		Bookstore payable-Trade act -Ott	Books 8/4-8/7/03	347.75
Consolidated Management Co	01		Cafeteria payable	July Punch-a-Lunch Sales	40.00
SBM Business Equipment Center	01	Board of Trustees	Office Supplies	AVE-5366 Avery File Folder Labels	52.75
SBM Business Equipment Center	01	Board of Trustees	Office Supplies	COS-086987 Name Plate 2"x8" Insert White Letters	3.25
Sauk Valley Newspapers	01	Board of Trustees	Advertising	Open Purchase Order/Pulication-Legal Notices 03-04	7.80
White Pines Inn	01	Board of Trustees	Conference/Meeting Expense	Board Retreat Breakfast	57.54
First Trust Corporation	01	President	Other Employee Benefits	President's Annuity	4,678.00
SBM Business Equipment Center	01	President	Office Supplies	AVE-5366 Avery File Folder Labels	69.97
SBM Business Equipment Center	01	President	Office Supplies	COS-086987 Name Plate 2"x8" Insert White Letters	3.26
SBM Business Equipment Center	01	President	Office Supplies	Weekly Appt Book	12.29
Chronicle of Higher Education	01	President	Publications and Dues	Renewal	82.50
Higher Education Publication I	01	President	Publications and Dues	2004 Higher Education Directory	64.60
US Bank	01	President	Conference/Meeting Expense	Board Retreat-White Pines Inn	562.44
Swartleys Florist	01	President	Other Conference & Meeting	Flower's-Deb Kern's Mother	40.00
Lundgren's Inc	01	College Relations	Office Supplies	Fall Sports Guide-Tennis	55.43
Lundgren's Inc	01	College Relations	Office Supplies	Fall Sports Guide-Volleyball	43.45
Bureau County Republican	01	College Relations	Publications and Dues	1 Year Subscription	80.00
Sauk Valley Newspapers	01	College Relations	Publications and Dues	Subscription	171.50
Twin City Sunrise Rotary	01	College Relations	Publications and Dues	Fourth Quarter FY 03	130.00

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Amboy News	01	College Relations	Advertising	Fall Registration Advertisement	106.65
Carroll County Review	01	College Relations	Advertising	Fall Registration Advertisement	90.00
Echo	01	College Relations	Advertising	AD-Fall Registration	63.00
Fulton Press Inc	01	College Relations	Advertising	AD-Fall Registration	86.25
Mt. Carroll Mirror-Democrat	01	College Relations	Advertising	Fall Registration Advertisement	80.00
New Millenium Directories	01	College Relations	Advertising	Full Page Ad-2003/04 Directory	700.00
Ogle County Newspapers	01	College Relations	Advertising	AD-Fall Registration	112.50
Sauk Valley Newspapers	01	College Relations	Advertising	July Advertising	1,000.95
Sauk Valley Newspapers	01	College Relations	Advertising	Advertising	272.02
School Datebooks, Inc	01	College Relations	Advertising	Student Handbooks	7,048.16
WIXN FM - WIXN AM	01	College Relations	Advertising	Advertising	200.00
WLLT	01	College Relations	Advertising	Fall Registration	228.00
Walnut Leader	01	College Relations	Advertising	AD-Fall Registration Fee	53.00
Withers Broadcasting	01	College Relations	Advertising	July Advertising	750.67
Xerox Corporation	01	Printshop	Maintenance Services	5995 Copier-Lease Payment - Principal	1,346.69
ABDICK Multigraphics	01	Printshop	Purchases for Resale	4-1080 Electrostatic	231.08
Midland Paper	01	Printshop	Purchases for Resale	8-1/2x11 70 Wh. Opaque Cougar Smooth Finish	570.22
Professional Binding Inc	01	Printshop	Purchases for Resale	11" Plastic Binding Combs Black 1/2"	37.70
Xerox Corporation	01	Printshop	Debt Principal Retirement	5995 Copier-Lease Payment - Principal	1,102.06
Xerox Corporation	01	Printshop	Interest	5995 Copier-Lease Payment - Principal	1,072.64
SBM Business Equipment Center	01	Information Center	Maintenance Services	Minimum Copy Count for Information Center	30.20
United Asset Coverage Inc	01	Information Center	Maintenance Services	Quarterly/Avaya/Lucent	2,274.56
SBM Business Equipment Center	01	Information Center	Office Supplies	Daily Diary	66.78
SBM Business Equipment Center	01	Information Center	Instructional Supplies	FO-15CR Sharp Imaging Film Roll	34.95
SBM Business Equipment Center	01	VP-Instructional Services	Office Supplies	ROL-67125 Rolodex Card File	6.12

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Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Travel-7/22/03 P-20 Work group	103.20
Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Board Retreat 7/31/03	14.40
Edelbach, David J.	01	Other Instructional	Tuition Reimbursement	Tuition Reimbursement Summer 03	345.00
VanderWege, Robertus J.	01	Other Instructional	Tuition Reimbursement	Tuition Reimbursement Summer 03	309.00
SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Copier Monthly Maintenance for FY 04	35.05
Heitmann, Mary T.	01	Other Instructional	Conference/Meeting Expense	Travel-6/25/03 Nursing Conference	941.79
Sileven, Larry L.	01	Other Instructional	Conference/Meeting Expense	Travel-Teachers Seminar 7/13/03	80.64
MasterSolution	01	English	Computer Software	Renewal of Ann. Upgrade Protection/Altiris Vision	215.50
MasterSolution	01	Foreign Language	Computer Software	Renewal of Ann. Upgrade Protection/Altiris Vision	215.50
Newsweek	01	Reading	Instructional Supplies	Summer Subscription for Reading Center	159.30
Aramark Uniform Services Inc	01	Physical Education	Other Contractual Services	Towel Service	120.12
Red Canyon Systems	01	Fitness Center	Instructional Supplies	Datasbase program	275.00
NILRC	01	History	Other Contractual Services	Summer 03 Enrollment Fees	295.80
Leadership Management, Inc	01	Dean of Business,Tech & Natural	Office Supplies	MR32 Personal Success Planner (Renewal Set)	46.95
Adjunct Advocate	01	Dean of Business,Tech & Natural	Publications and Dues	Handbook	19.50
Black Hawk College	01	Dean of Business,Tech & Natural	Publications and Dues	FY 2004 ICCEDA Membership Dues	35.00
Certiport	01	Office & Administrative Services	Instructional Supplies	Microsoft Office Specialist Certification Exams	480.00
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Sanyo Head Sets for Transcribers TRC 8080	136.00
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	OAS Monthly Copy Count	25.50
Airgas North Central	01	HVAC	Instructional Supplies	HVAC Supplies	20.48
Menards	01	HVAC	Instructional Supplies	Swivel Head Power Shear	409.77
Probe Master	01	HVAC	Instructional Supplies	3435-18-0 Black Patch Cord	80.40
Probe Master	01	Manufacturing Technology	Instructional Supplies	3435-18-0 Black Patch Cord	80.40
Aidex Corporation	01	Mechanical Design	Computer Software	ACES Class Pack Solution (25 Copies)	6,995.00
Coastline Community College	01	Biology	Other Contractual Services	Summer 2003 Enrollment Fee 6@\$45 Exploring Biology	270.00

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BIO Corporation	01	Biology	Instructional Supplies	TP0120R Red ID T-pins	95.64
Carolina Biological Supply Co	01	Biology	Instructional Supplies	See Attached Biology Supplies	137.61
Carolina Biological Supply Co	01	Biology	Instructional Supplies	See Attached Biology Supplies	1,091.60
Carolina Biological Supply Co	01	Biology	Instructional Supplies	See Attached Biology Supplies	32.04
Carolina Biological Supply Co	01	Biology	Instructional Supplies	See Attached Biology Supplies	61.85
Fisher Scientific	01	Biology	Instructional Supplies	See Attached Biology Supplies	1,662.79
Fisher Scientific	01	Biology	Instructional Supplies	See Attached Biology Supplies	35.30
Fisher Scientific	01	Biology	Instructional Supplies	DF-0001-17-0 Nutrient Agar	170.81
Fisher Scientific	01	Biology	Instructional Supplies	See Attached Biology Supplies	445.38
Flinn Scientific	01	Biology	Instructional Supplies	See Attached Biology Supplies	486.09
NASCO	01	Biology	Instructional Supplies	See Attached Biology Supplies	12.20
NASCO	01	Biology	Instructional Supplies	See Attached Biology Supplies	1,908.47
Ward's-Biology	01	Biology	Instructional Supplies	See Attached Biology Supplies	165.00
Ward's-Biology	01	Biology	Instructional Supplies	See Attached Biology Supplies	195.19
Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	92.28
Fisher Scientific	01	Chemistry	Instructional Supplies	See Attached Chemistry Supplies	2,549.10
Maplesoft	01	Mathematics	Computer Software	Mathematics Software Licensing	600.00
KSB Hospital	01	Health Occupational	Instructional Supplies	Instructional Supplies - First Aid/CPR @ DCC	38.75
SBM Business Equipment Center	01	Director of Health Careers Ed	Maintenance Services	Copy Count Charge	24.00
Creative Printing	01	Director of Health Careers Ed	Office Supplies	500 Business Cards for Janet Lynch	40.00
Poci, Shirley A.	01	Director of Health Careers Ed	Office Supplies	Appointment Book	29.99
National Network Headquarters	01	Director of Health Careers Ed	Publications and Dues	2003-2004 Membership Renewal	50.00
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Custom Lab Kit	174.20
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Catheter, IV, & Trays	496.78
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Sponge,Gauze Tape,Surgical Supplies	314.87

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DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Flo Meter Labels	37.35
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Sterile Sponge	87.36
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Central Line Dressing	159.82
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Flo-Meters	51.73
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Winthrop Carpuject	.65
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Flo Meter Labels	37.35
Wallcur, Inc	01	Associate Degree Nursing	Instructional Supplies	PRACTI-POWDER Vial	186.37
Briggs Corporation	01	Licensed Practical Nursing	Instructional Supplies	PAPER 9-Tab ospital/Acute Care Dividers #415 Side	79.58
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Cotton Tips	4.43
KSB Hospital	01	Paramedic Program	Consultants	EMS 111Class Summer 03	3,045.00
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books	38.88
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books	38.88
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Library Books	10.47
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Library Books	35.98
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Library Books	311.53
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Library Books	259.00
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Library Books	144.95
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Library Books	20.00
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books For Library	190.21
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books For Library	19.13
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books For Library	726.80
US Bank	01	Learning Resource Center	Books and Binding Costs	Library Books	1,740.50
EBSCO	01	Learning Resource Center	Publications and Dues	Annual Subscriptions-Books	15,395.39
MLNC	01	Learning Resource Center	Publications and Dues	Books	250.00
MLNC	01	Learning Resource Center	Publications and Dues	Books	175.00

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Hewlett-Packard	01	Academic Computing	Maintenance Services	Hardware & Software Support	105.00
Hewlett-Packard	01	Academic Computing	Maintenance Services	Hardware & Software	45.01
Unique Computer	01	Academic Computing	Instructional Supplies	Computer Parts	61.00
Hewlett-Packard	01	Academic Computing	Computer Software	Hardware & Software Support	58.00
Hewlett-Packard	01	Academic Computing	Computer Software	Hardware & Software	49.00
Unique Computer	01	Academic Computing	Computer Software	MS Visual Studio Education Software	95.00
Unique Computer	01	Academic Computing	Computer Software	MS SQL Server	985.00
Pratt Audio-Visual & Video Cor	01	Instructional Technology Center	Maintenance Services	Projector Bulbs	956.65
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	JVC Video Tapes	725.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	JVC HR-S5901U svideo VCR	195.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	25ft. VGA Cable male on both ends	35.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	SVideo A/B Switchers	39.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	25ft Audio Cables-mini xir on one end,stripped	20.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	3103-064K case 90 minute audio cassettes	12.50
Shelley, Chris	01	Instructional Technology Center	Instructional Technology Materia	Quick Time License	63.73
Shelley, Chris	01	Instructional Technology Center	Instructional Technology Materia	Paper	38.44
SCT Software & Resource Mgnt C	01	Administrative Computing	Consultants	Consulting	312.75
Hewlett-Packard	01	Administrative Computing	Maintenance Services	Hardware & Software Support	2,413.30
Hewlett-Packard	01	Administrative Computing	Maintenance Services	Hardware & Software	686.32
Unique Computer	01	Administrative Computing	Office Supplies	HP 4200 Toner	310.00
Unique Computer	01	Administrative Computing	Office Supplies	Color Ink	170.00
Hewlett-Packard	01	Administrative Computing	Computer Software	Hardware & Software	290.00
IssueTrak, Inc	01	Administrative Computing	Computer Software	Asset Management Software & License	8,000.00
SCT Software & Resource Mgnt C	01	Administrative Computing	Computer Software	Software License	38,005.00
TouchNet	01	Administrative Computing	Computer Software	TouchNet Payment Gateway	31,900.00

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VeriSign Inc	01	Administrative Computing	Computer Software	Managed PKI For SSL (Premium) Quoted 7/23/03	1,390.00
SBM Business Equipment Center	01	VP- Student Services	Office Supplies	ROL-67125 Rolodex Card File	167.93
American Association of Univer	01	VP- Student Services	Publications and Dues	03/04 Renewal	40.00
Chronicle of Higher Education	01	VP- Student Services	Publications and Dues	Renewal	82.50
Dixon Rotary Club	01	VP- Student Services	Publications and Dues	Quarterly Dues	160.25
LRP Publications	01	Other Student Services	Publications and Dues	Title IX Compliance Bulletin 2004	220.00
Goldtouch Technologies, Inc	01	Special Needs- ADA	Other Supplies	Mouse & Keyboard	219.90
Goldtouch Technologies, Inc	01	Special Needs- ADA	Other Supplies	Keypad,Platform, Wrist Rest	114.05
Menards	01	Student Recruitment	Maintenance Supplies	Building Supplies/Student Activities Area	196.10
Menards	01	Student Recruitment	Maintenance Supplies	Building Supplies/Student Activities Area	56.26
Menards	01	Student Recruitment	Maintenance Supplies	Building Supplies/Student Activities Area	44.35
Unique Computer	01	Admissions, Records & Placement	Office Supplies	LCD Black Monitor	500.00
Clodfelter, Pamela J.	01	Admissions, Records & Placement	Conference/Meeting Expense	Travel -Enrollment Conf-Chicago 7/23/03	644.76
National Assoc of Student Fina	01	Financial Aid & Veterans Affairs	Publications and Dues	NASFAA Annual Dues	738.00
Adam's Mark Hotel	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	AVECO Workshop-Hotel/Parking	136.17
Heppler, Dawn A.	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel-AVECO Workshop 7/29/03-St. Louis	261.00
Quill Corporation	01	Counseling	Office Supplies	20 lb HammerMill Canary Colored Paper 007-083190	18.42
Quill Corporation	01	Counseling	Office Supplies	Various Office Supplies	280.96
Quill Corporation	01	Counseling	Office Supplies	Various Office Supplies	46.70
Quill Corporation	01	Counseling	Office Supplies	Various Office Supplies	7.12
Olmsted, Brian T.	01	Other Institutional	Tuition Reimbursement	Tuition Reimbursement Fall 02	345.00
Federal Express Corp	01	Other Institutional	Postage	Shipping Charges	21.27
US Postmaster	01	Other Institutional	Postage	Postage Due-Piano Sale	150.00
US Postmaster	01	Other Institutional	Postage	Postage Fall 2003 Community Service Schedule	725.00
US Postmaster	01	Other Institutional	Postage	Postage Fall 2003 Community Service Schedule	1,315.00

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US Postmaster	01	Other Institutional	Postage	Postage Fall 2003 Community Service Schedule	1,660.00
US Postmaster	01	Other Institutional	Postage	Postage Meter Refill	2,500.00
United Parcel Service	01	Other Institutional	Postage	Monthly Charges	417.42
United Parcel Service	01	Other Institutional	Postage	Monthly Shipping Charges	153.90
CASE Membership	01	Other Institutional	Publications and Dues	Annual Membership Dues 03/04	1,335.00
Chronicle of Higher Education	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	1,782.50
Daily Chronicle	01	Other Institutional	Recruitment	Recruitment FY04	361.92
Lynch, Janet L.	01	Other Institutional	Recruitment	Lunch/Nursing Recruitment	70.99
Sauk Valley Newspapers	01	Other Institutional	Recruitment	Recruitment FY04 Open P.O.	222.88
CBNWI (Credit Bureau NorthWest	01	Other Institutional	Financial Charges & Adjustments	Payment of Collections K Stephens	14.54
SBM Business Equipment Center	01	Business Office	Maintenance Services	Open Purchase Order/Maintenance-Sharp Copier 03-04	25.50
Meyer, Paula S.	01	Business Office	Conference/Meeting Expense	Travel-ICCB unit Coist Seminar	60.18
SBM Business Equipment Center	01	Personnel Office	Office Supplies	AVE-5366 Avery File Folder Labels	83.94
SBM Business Equipment Center	01	Personnel Office	Office Supplies	COS-086987 Name Plate 2"x8" Insert White Letters	3.91
Devan, Curtis	01	Personnel Office	Conference/Meeting Expense	Travel-Northern ILL Staff Development Mtg-	78.93
Grummerts Do It Best Hardware	01	Maintenance	Maintenance Supplies	Bleach	71.64
Quill Corporation	010110	Corporate Services Admin.	Office Supplies	038-STCRP2115 Staples	67.58
Sauk Valley Area Chamber of Co	010110	Corporate Services Admin.	Publications and Dues	Annual Chamber Dues	175.00
Gericke, Thomas H.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel-Area sites thru 7/30/03	38.52
Gospodarczyk, Thomas J.	010110	Corporate Services Admin.	Conference/Meeting Expense	Area Travel thru 7/23/03	140.00
Seguin, Kandy M.	010120		Petty Cash	FY 04 Petty Cash	50.00
Redell, Veronica Henry	010120	Leisure	Pub Srv, Comm Ed, & Cust Trng Re	Refund -Camera Class	27.00
Pheasant Run Box Office	010120	Tours & Events	Conference/Meeting Expense	Deposit for Theater Production 10/12/03	466.00
Harrison, Oliva	010120	Youth Programs	Pub Srv, Comm Ed, & Cust Trng Re	Refund CFK-T-Shirt	11.00
Quill Corporation	010120	Community Service Administration	Office Supplies	038-STCRP2115 Staples	67.58

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Education To Go	010120	Computers	Consultants	July 2003 Ed2Go Classes	78.00
Commonwealth Edison	02	Maintenance	Maintenance Services	Relay Maintenance testing	3,705.00
ONDEO Nalco Company	02	Maintenance	Maintenance Services	Chemical/Service Contract 7/1/03-6/30/04	3,750.00
PDC Laboratories, Inc	02	Maintenance	Maintenance Services	Water Test 7/16/03	81.00
S J Carlson Fire Protection	02	Maintenance	Maintenance Services	Inspection Auto Sprinkler System	216.00
United Electric	02	Maintenance	Maintenance Services	Emergency Repair East Parking Lot	9,377.30
United Electric	02	Maintenance	Maintenance Services	SW Corner Fuel Pump Repair	2,668.00
Air Filter Sales & Service	02	Maintenance	Maintenance Supplies	AR-41TPTTAC DL Trans 59 3/8"	1,263.60
C-B Kramer Sales & Service	02	Maintenance	Maintenance Supplies	Batteries-Hawk	148.09
Fastenal Company	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 04	12.49
Fastenal Company	02	Maintenance	Maintenance Supplies	Measuring Tape	30.00
Fastenal Company	02	Maintenance	Maintenance Supplies	Maintenance Supplies	146.56
Ferrellgas	02	Maintenance	Maintenance Supplies	Propane Tanks for Forklift	191.52
Fyr-Fyter Inc	02	Maintenance	Maintenance Supplies	Check Kitchen Systems	217.50
Hill's Electric Motor Service	02	Maintenance	Maintenance Supplies	Pillow Blocks	83.94
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	52.03
Menards	02	Maintenance	Maintenance Supplies	Clocks	48.80
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	147.61
Menards	02	Maintenance	Maintenance Supplies	Paint Supplies	70.29
Menards	02	Maintenance	Maintenance Supplies	Lumber	10.47
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	53.93
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	172.22
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	85.36
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	36.09
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	43.49

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Novaspect	02	Maintenance	Maintenance Supplies	Diaphragm	208.08
Paxton, Carl M.	02	Maintenance	Maintenance Supplies	Battery	17.46
Sexauer Inc	02	Maintenance	Maintenance Supplies	Anti-Clog	245.48
Paxton, Carl M.	02	Maintenance	Conference/Meeting Expense	Travel 7/23/03 Manteno, IL	127.84
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	107.89
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	113.35
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Custodial Supplies Fiscal Year 2004	29.94
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Custodial Supplies Fiscal Year 2004	199.25
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Custodial Supplies Fiscal Year 2004	609.83
Dixon Tire Center	02	Grounds	Maintenance Services	Repair Tractor	132.27
Rock River Ready Mix	02	Grounds	Maintenance Services	Concrete for North Parking Lot Walkways	295.38
Rock River Ready Mix	02	Grounds	Maintenance Services	Concrete-SW in Front of Bldg Walkways	295.38
Sisson Lawn & Landscape	02	Grounds	Maintenance Services	Spray for Trees	1,035.00
Interstate Batteries	02	Grounds	Maintenance Supplies	Battery-Turfcut	49.95
Menards	02	Grounds	Maintenance Supplies	Drill, Driver, Battery, Grinder	141.96
Peachtree Business Products	02	Grounds	Maintenance Supplies	SND-507 12x18 "Faculty and Staff Only Permit	302.40
CenterPoint Energy Marketing,	02	Utilities	Gas	Monthly Service	23,156.24
Nicor Gas	02	Utilities	Gas	Monthly Charge	4.46
Nicor Gas	02	Utilities	Gas	Monthly Charge	22.32
Nicor Gas	02	Utilities	Gas	Monthly Charges	29.24
Nicor Gas	02	Utilities	Gas	Monthly Charges	155.10
Nicor Gas	02	Utilities	Gas	Monthly Gas Service	13.78
Nicor Gas	02	Utilities	Gas	Monthly Charges July	106.10
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	10,306.94
Commonwealth Edison	02	Utilities	Electricity	Monthly Charge	19.50

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Commonwealth Edison	02	Utilities	Electricity	Monthly Service	19.12
Commonwealth Edison	02	Utilities	Electricity	Monthly Electrical Service	13.33
Commonwealth Edison	02	Utilities	Electricity	Monthly Electrical Service	39.05
AT & T	02	Utilities	Telephone	Monthly Charges	2,005.48
AT & T	02	Utilities	Telephone	Direct Fax Lines	38.69
Gallatin River Communications	02	Utilities	Telephone	Monthly Telephone Service	2,915.91
Illinois Century Network (ICN)	02	Utilities	Telephone	Monthly Charge	1,168.00
United States Cellular	02	Utilities	Telephone	College Use-Cell Phone	50.95
Verizon Wireless	02	Utilities	Telephone	Dr. Behrendt Cell Phone Services 2003-2004	42.88
Caterpillar Inc.	02	Utilities	Other Utilities	Monthly Engine Testing	444.33
APPA	02	Building and Grounds Administrat	Publications and Dues	Managing Campus -Publication	33.00
Carrot-Top Industrice, Inc	02	Building and Grounds Administrat	Other Materials and Supplies	#AA135 U. S. Flag Nylon 4'x6'	378.00
D R Gilbert & Sons, Inc	03	Operations & Maintenance- Restri	Building Remodeling	Repair Domsetic Water System per Bid Specs 4/17/03	79,041.00
D. J. Sickley Construction Co.	03	Operations & Maintenance- Restri	Building Remodeling	Theater Renvation Project	11,340.53
Layne-Western	03	Operations & Maintenance- Restri	Building Remodeling	Repair of Domestic Water System inc Existing Farm	17,210.00
TEM INC	03	Operations & Maintenance- Restri	Building Remodeling	Asbestos Testing-Theatre Project	6,445.00
Willett, Hofmann & Associates,	03	Operations & Maintenance- Restri	Building Remodeling	Waterworks Project	3,493.60
D. J. Sickley Construction Co.	03	ICCB ADA Access Grant	Building Remodeling	Theater Renvation Project	11,974.87
Wallace's Book Store	050400		Bookstore Payable	Bookstore Settlement	70,000.00
Wilkins-Lowe and Company	050500	Child Care Center	General Insurance	Child Care Policy Renewal	200.00
Championship Productions	050600	Men's Basketball	Other Supplies	#BV-1450-BSC01 Complete Flex Offense	66.80
Johnson, Michael L.	050600	Men's Basketball	Other Supplies	Subscription Renewal 03/04	100.00
Acushnet Company	050600	Golf	Other Supplies	Dozen New ProV1 Golf Balls Model 1TV-LP w/SVCC	292.00
Bridges Golf Course	050600	Golf	Other Conference & Meeting	Golf Entry Fee-Meet 9/22/03	85.00
Miller, Forrest	050600	Men's Baseball	Other Contractual Services	Baseball Umpire	50.00

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Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-Mid American Basketball Tourney	243.36
Power System Sports	050600	Women's Volleyball	Instructional Supplies	#S68520 Strength Training Software/Complete Progra	256.27
Santo Sport Store	050600	Women's Volleyball	Other Supplies	Sportswear Tees	311.81
College of DuPage	050600	Women's Volleyball	Other Conference & Meeting	Volleyball Entry Fee-October 2003	225.00
McKendree College	050600	Women's Volleyball	Other Conference & Meeting	VolleyBall Entry Fee	225.00
Arrowhead Conference	050600	General Athletics	Publications and Dues	Conference Dues FY 04	350.00
Blue Book of College Athletics	050600	General Athletics	Publications and Dues	Book	38.21
Collegiate Directories, Inc	050600	General Athlctics	Publications and Dues	Men's/Women's 03/04 Directory	33.95
Collegiate Directories, Inc	050600	General Athletics	Publications and Dues	Men's/Women's 03/04 Directory	33.95
Illinois Coaches Directory	050600	General Athletics	Publications and Dues	Illinois Coaches Directory	12.50
NJCAA	050600	General Athletics	Publications and Dues	03/04 Men's & Women's National Dues	1,525.00
NJCAA Region IV Treasurer	050600	General Athletics	Publications and Dues	03/04 Regional Men's Dues	975.00
NJCAA Region IV Women	050600	General Athletics	Publications and Dues	04 Women's Regional Dues	1,150.00
National Directory High School	050600	General Athletics	Publications and Dues	Directory of High School Coaches	51.96
First Agency Inc	050600	General Athletics	General Insurance	Sports Insurance Coverage 2004	2,162.00
First Agency Inc	050600	General Athletics	General Insurance	Sports Catastrophe Insurance 2004	2,689.00
Quill Corporation	050600	Student Activities	Office Supplies	48ST@.44 a set Colored Tab Dividers #037-7-8115Q	25.06
Quill Corporation	050600	Student Activities	Office Supplies	Plain Brown 10x13 Envelopes (250/box)	24.99
American College Personnel Ass	050600	Student Activities	Publications and Dues	National General Membership 9/1/03-8/31/04	110.00
Derby, Dustin C.	050600	Student Activities	Conference/Meeting Expense	Advance for Conference 8/8/03	165.60
Marriott	050600	Student Activities	Conference/Meeting Expense	Conference 8/8/03	1,017.00
Clodfelter, Pamela J.	050600	Student Activities	Other Conference & Meeting	Travel -Enrollment Conf-Chicago 7/23/03	468.16
Derby, Dustin C.	050600	Student Activities	Other Conference & Meeting	Travel-Enrollment Conference Chicago	50.66
Amazon.com	050600	Music	Other Materials and Supplies	Archos Jukebox 20 GB Digital Audio Player/Recorder	254.95
Barnes, Kris	050600	Women's Volleyball Camp	Other Sales & Service	Volleyball Camp Supplies	16.09

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Don Mullery's World of Cars	050800	Transportation	Maintenance Services	Oil Change for College Van	43.53
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas College Van	30.43
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas - College Van	21.98
Professional Benefit Administr	051000	Medical Insurance	Individual Stop Loss		9,956.16
Professional Benefit Administr	051000	Medical Insurance	Dependent Stop Loss		7,846.47
Professional Benefit Administr	051000	Medical Insurance	Precertification		360.00
Professional Benefit Administr	051000	Medical Insurance	Cobra Conversion		5.00
Professional Benefit Administr	051000	Medical Insurance	Administrative Costs		2,638.00
Professional Benefit Administr	051000	Medical Insurance	Life & AD&D		2,276.47
Farris, Ronita L.	051400		Student Loans	Student Loan Due 12/5/03	400.00
Consolidated Management Co	051800	Job Fest	Other Supplies	Job Fest Follow Up Luncheon	92.25
State Universities Retirement	062050	SBDC Grant	SURS	Matching Funds	152.57
State Universities Retirement	062050	SBDC Grant	SURS	Matching Funds	152.57
Quill Corporation	062050	SBDC Grant	Office Supplies	038-STCRP2115 Staples	67.59
Miller-McKinstra, Michele	062050	SBDC Grant	Conference/Meeting Expense	Travel-Area Sites thru 7/30/03	139.68
Gallatin River Communications	062050	SBDC Grant	Telephone	Monthly Telephone Charge	32.97
Fiorini, Anthony D.	062056	ICCB Adult Ed-Federal Basic	Conference/Meeting Expense	Travel-7/30/03 Wallace Adult Ed	10.08
Nance, Valen	062062	IBHE PLACE Grant	Consultants	Child Care for Parent Meeting	27.68
The Center	062062	IBHE PLACE Grant	Conference/Meeting Expense	Conference 8/14/03 -Centered Teaching -Chicago	30.00
Salgado, Ana S.	062062	IBHE PLACE Grant	Other Conference & Meeting	Supplies for Parent Meeting	36.96
Salgado, Ana S.	062062	IBHE PLACE Grant	Other Conference & Meeting	Wallace School Program 7/28/03	82.41
State Universities Retirement	063011	Student Support Services Grant	SURS	Matching Funds	411.03
State Universities Retirement	063011	Student Support Services Grant	SURS	Matching Funds	411.03
Quill Corporation	063011	Student Support Services Grant	Office Supplies	Economy Chair Mat	26.93
Quill Corporation	063011	Student Support Services Grant	Office Supplies	038-765003 Transparent Tape Refills Quill Brand	24.26

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Connections Project	063020	Perkins IIC	Conference/Meeting Expense	ICCB Forum 9/24/03	75.00
Illinois State University	063020	Perkins IIC	Conference/Meeting Expense	ICCB Forum 9/23/03	75.00
White, Linley V.	063020	Perkins IIC	Conference/Meeting Expense	Travel 7/17/03 Norca/WIA	122.42
White, Linley V.	063020	Perkins IIC	Conference/Meeting Expense	Travel thru 7/31/03 WIB-Rock River Partnership	123.48
Bos, Keith A.	063020	Perkins IIC -Special Populations	Conference/Meeting Expense	Travel-HECA Grant -NIU 8/7/03	43.20
NTPN	063030	Perkins IIIE Tech Prep	Other Contractual Services	Registration Fee Johnson/Matheny	905.00
Corporation for National Servi	063075	IDHS AmeriCorps - Member Activit	Other Supplies	Backpacks	254.50
Lundstrom Florist	063075	IDHS AmeriCorps - Member Activit	Other Supplies	Flowers For Graduation	54.50
Oriental Trading Company	063075	IDHS AmeriCorps - Member Activit	Other Supplies	Dozen Hand Puppets PW-6/856	63.75
Really Good Stuff	063075	IDHS AmeriCorps - Member Activit	Other Supplies	Set of Unifix Cubes-133793EW	130.75
Smile Makers	063075	IDHS AmeriCorps - Member Activit	Other Supplies	Set of Shapes Pencil Sharpeners #TCH34	156.62
Smile Makers	063075	IDHS AmeriCorps - Member Activit	Other Supplies	Set Triangle Grips #TCH35	9.58
White, Rebecca	063075	IDHS AmeriCorps - Member Activit	Other Supplies	Supplies for Members	74.89
White, Rebecca	063075	IDHS AmeriCorps - Member Activit	Other Supplies	Supplies - Members	85.94
White, Rebecca	063075	IDHS AmeriCorps - Member Activit	Other Supplies	2nd Year Member's Pins	57.45
Northern Illinois University	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Reflection Retreat	278.20
White, Rebecca	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Supplies for Reflection Retreat	81.89
White, Rebecca	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Year End Travel 7/23/03	91.80
White, Rebecca	063075	IDHS AmeriCorps - Member Activit	Recruitment	Select Background Checks	81.50
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	SURS	Matching Funds	294.70
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	SURS	Matching Funds	294.70
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Stamp w/Return Address	19.99
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	Area Travel-Trvl Springfield thru 7/22/03	182.64
SCT Software & Resource Mgnt C	064030	Restricted Fund-GOD Certificates	Consultants	Banner Web Training	1,073.13
Lindgren Callihan Van Osdol &	11	Audit	Audit Services	Auditing Fees for 2003 Audit	1,000.00

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Wilkins-Lowe and Company	12	Risk Management	General Insurance	Student Accident Renewal	2,554.00
Gallatin River Communications	12	Risk Management	Telephone	911 Cama Trunk Lines	89.48
SBM Business Equipment Center	12	Affirmative Action	Office Supplies	AVE-5366 Avery File Folder Labels	33.89
SBM Business Equipment Center	12	Affirmative Action	Office Supplies	COS-086987 Name Plate 2"x8" Insert White Letters	1.58
Pro Com Systems	12	Public Safety	Maintenance Services	Repair PA System	3,723.67
Simplex	12	Public Safety	Maintenance Services	Emergency Repair-Alarm System	842.65
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security w/e 7/5, 7/12, 03 Holiday	1,021.59
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security w/e 7/19, 7/26/06	951.28
BANK ACCOUNT 1 TOTAL:					1,577,791.95
BANK ACCOUNT 2 TOTAL:					6,236.39
ALL ACCOUNTS TOTAL:					1,584,028.34