

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

**Third Floor Board Room**

**November 20, 2003**

**7:00 p.m.**

**A. Call to Order**

**B. Roll Call**

**C. Organization of New Board**

**1. Election of Officers:**

- a. Board Chair**
- b. Board Vice Chair**
- c. Board Secretary**

**2. Appointment of College Treasurer**

**3. Appointment of Legal Counsel**

**4. Appointment of Auditing Firm**

**5. Appointment of ICCTA Representative**

**6. Appointment of Foundation Liaison**

**D. Designation of Depositories for Funds**

**E. Determination of Date and Time of Meetings**

**F. Confirmation of Board Policies**

**G. Communications from Visitors**

**H. Consent Agenda**

**1. Approval of Minutes**

**2. Treasurer's Report**

**3. Bills Payable**

<b>4. Payrolls</b>	<b>October 31, 2003</b>	<b>\$257,232.87</b>
	<b>November 15, 2003</b>	<b>\$248,504.71</b>

**5. Budget Report**

**6. Board Policy 511.01 Use of College Facilities (First Reading)**

**7. Board Policy 512.01 Student Loans (First Reading)**

**8. Corporate Credit Cards**

**9. Credit by Evaluation Fee**

**10. Donations**

**I. President's Report**

**1. Board Policies Review – 513.01, 514.01, 515.01**

**2. Northern Illinois University Transfer GPA Comparisons (attached)**

3. Western Illinois University Transfer GPA Comparisons (attached)
4. Mathematics Club Official Charter (attached)
5. ILCSO Membership (attached)
6. Step by Step Guide for Parents: Preparing for College (attached)

**J. Financial Reports and Actions**

1. Tax Levy Approval
2. Internet Tuition

**K. Closed Session (The purchase or lease of real property for the use of the public body, and closed session minutes consideration)**

**L. Closed Session Minutes**

**Closed Session Minutes of October 27, 2003**

**M. Personnel**

**None**

**N. Other**

1. Resolution
2. Student Housing Sewage Easement

**O. Reports**

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

**P. Adjournment**

**Board of Trustees Meetings**

**December 15, 2003**

**January 26, 2004**

**February 23, 2004**

**March 22, 2004**

**ICCTA Monthly Meetings**

**No December Meeting**

**January 16, 2004**  
**Renaissance Hotel, Springfield**

**February 6, 2004**  
**Springfield**

**March 19, 2004**  
**Northfield Inn and Conference Center, Springfield**

For Board Meeting of  
November 20, 2003

Agenda Item C

ORGANIZATION OF THE NEW BOARD

An organization of the new Board is required at this time. The first item (C-1) is for President Behrendt to conduct an election of a Board Chair and then that Chair will conduct an election for the remaining:

		<u>Current Appointments</u>
Agenda Item C-2	Treasurer	Ruth Bittner
Agenda Item C-3	Legal Counsel	Ward, Murray, Pace & Johnson, P.C.
Agenda Item C-4	Auditing	Lindgren Callihan, Van Osdol & Co.,Ltd.
RECOMMENDATION:	Reappointment of the current firms and individuals to these positions. (Separate action is needed for each appointment.)	
Agenda Item C-5	ICCTA Representative	
Agenda Item C-6	Foundation Liaison	

For Board Meeting of  
November 20, 2003

Agenda Item D

**DESIGNATION OF DEPOSITORYIES FOR FUNDS**

The newly organized Board should designate the legal depositories for College funds.

**RECOMMENDATION:** It is recommended that the Board approve all banks and savings and loans in the district and the Illinois Funds (formerly called the Illinois Public Treasurers Investment Pool) as legal depositories for College funds.

For Board Meeting of  
November 20, 2003

**Agenda Item E**

**DETERMINATION OF DATE AND TIME OF MEETINGS**

The newly organized Board should establish a date and time for its regular monthly meetings.

**RECOMMENDATION:** It is recommended that the Board continue to hold their regular meetings on the fourth Monday of each month at 7:00 p.m.

For Board Meeting of  
November 20, 2003

Agenda Item F

**CONFIRMATION OF BOARD POLICIES**

The newly organized Board should confirm its acceptance of existing policies and regulations.

**RECOMMENDATION:** It is recommended all existing policies and regulations be continued until altered, amended, or abolished.

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

**November 20, 2003**

The Board of Trustees of Sauk Valley Community College met in re-organization and regular session at 7:00 p.m. on November 20, 2003 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

**Call to Order:** President Behrendt called the meeting to order and the following members answered roll call:

Edward Andersen	Ed Cox
Henry Dixon	William Simpson
Robert Thompson	Nancy Varga
Pennie von Bergen Wessels	Philip Engleking

**SVCC Staff:** President Richard L. Behrendt  
Attorney Ole Bly Pace III  
Vice President Ruth Bittner  
Vice President Deborah Hecht  
Vice President Joan Kerber  
Director of College Relations Cal Lyons  
Faculty Liaison Mary Lou Kidder  
Secretary to the Board Carmel Paulsen

**Election of Officers:** President Behrendt noted that he would accept nominations for Chair of the Sauk Valley Community College Board of Trustees.

**Chair:** It was moved by Member Simpson and seconded by Member Varga that the name of Robert Thompson be placed in nomination for Chair of the Board of Trustees. There were no other nominations. It was moved by Member von Bergen Wessels and seconded by Member Andersen to close nominations for Chair of the Board. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

**Vice Chair:** Member Thompson assumed the Chair role and opened the floor for names for Vice-Chair of the SVCC Board of Trustees. It was moved by Member Varga and seconded by Member Simpson that the name of Ed Andersen be placed in nomination for Vice-Chair of the SVCC Board of Trustees. There were no other nominations. It was moved by Member von Bergen Wessels and seconded by Member Cox to close nominations for Vice Chair of the Board. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

**Secretary:** It was moved by Member Simpson and seconded by Member von Bergen Wessels that the name of Nancy Varga be placed in nomination for Secretary of the SVCC Board of Trustees. There were no other

nominations. It was moved by Member von Bergen Wessels and seconded by Member Andersen to close nominations for Secretary of the Board. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

Treasurer: It was moved by Member Dixon and seconded by Member Andersen that the Board approve the appointment of Ruth Bittner as Treasurer of Sauk Valley Community College District #506. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

Legal Counsel: Following discussion it was moved by Member Simpson and seconded by Member von Bergen Wessels that the Board appoint the firm of Ward, Murray, Pace, & Johnson, P.C. as the legal counsel of the College. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

Auditing Firm: It was moved by Member Dixon and seconded by Member von Bergen Wessels that the Board appoint the firm of Lindgren, Callihan, Van Osdol, and Co., Ltd. as the College's auditing firm. Following discussion it was moved by Member Simpson and seconded by Member Varga to amend the recommendation to appoint the firm of Lindgren, Callihan, Van Osdol, and Co., Ltd, as the College's interim auditing firm until three-year requests for proposals are let. In a roll call vote, all voted aye. Motion to amend carried. Student Trustee Engleking advisory vote: aye. In a roll call vote on the original motion as amended, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

ICCTA Representative: The Board approved the appointment of Robert Thompson as ICCTA Representative.

Foundation Liaison: The Board approved the appointment of Henry Dixon as Foundation Liaison.

Depositories: It was moved by Member Andersen and seconded by Member Varga that the Board approve all banks and savings and loans in the district and the Illinois Funds (formerly called the Illinois Public Treasurers Investment Pool) as depositories for College funds. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

Date and Time of Meetings: It was moved by Member von Bergen Wessels and seconded by Member Varga that the SVCC Board of Trustees continue to hold their regular monthly meetings on the fourth Monday of each month at 7:00 pm. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

Confirmation of It was moved by Member von Bergen Wessels and seconded by Member

- Board Policies: Varga that the Board continue all existing policies and regulations until they are altered, amended, or abolished. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.
- Consent Agenda: It was moved by Member Simpson and seconded by Member Varga that items H-6 (Board Policy 511.01), H-7 (Board Policy 512.01) and item H-8 (Corporate Credit Cards) be removed and the balance of the items be approved as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.
- Board Policy 511.01: After discussion it was moved by Member Simpson and seconded by Member Dixon that the Board approve item H-6, First Reading of Board Policy 511.01 – Use of College Facilities. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.
- Board Policy 512.01: After discussion it was moved by Member Andersen and seconded by Member Cox that the Board approve item H-7, First Reading of Board Policy 512.01 – Student Loans. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.
- Corporate Credit Cards: It was moved by Member Simpson and seconded by Member Cox to approve the motion to issue corporate credit cards to the President, Library, Information Services, Business Office, Buildings & Grounds, and travel. After discussion it was moved by Member von Bergen Wessels and seconded by Member Dixon to amend the recommendation to issue corporate credit cards only to the President, Library, and the Business Office. In a roll call vote, the following votes were recorded: Ayes - Members Dixon, Varga and von Bergen Wessels. Nays - Members Andersen, Cox, Simpson, Thompson. Motion defeated. Student Trustee Engleking advisory vote: nay.
- After further discussion, it was moved by Member Andersen and seconded by Member von Bergen Wessels to further amend the motion to issue corporate credit cards only to the President, Library, Information Services and the Business Office. In a roll call vote, the following votes were recorded: Ayes - Members Andersen, Dixon, Varga, von Bergen Wessels. Nays - Members Cox, Simpson and Thompson. Motion carried. Student Trustee Engleking advisory vote: nay.
- In a roll call vote on the original motion as amended, the following votes were recorded: Ayes - Members Andersen, Dixon, Simpson, Thompson, Varga, von Bergen Wessels. Nay - Member Cox. Motion carried. Student Trustee Engleking advisory vote: aye.
- President's Report: Dr. Behrendt reported that SVCC students, once again, have higher GPA's than all community college transfer students, four-year transfer students

(WIU), all other transfer students (NIU), and all native students at both Western Illinois University and Northern Illinois University. He reported that the Sauk Mathematics Club (under the supervision of Mr. Steve Shaff) has received its official charter from Mu Alpha Theta Community

College Mathematics Club. The Sauk Library has been admitted to the Illinois Library Computer Systems Organization, making the resources of 54 college libraries accessible to Sauk students. He outlined Sauk's brochure *Step by Step Guide for Parents: Preparing for College*.

**Tax Levy Approval:** It was moved by Member Varga and seconded by Member Andersen that the Board approve the 2003 tax levy as presented with the stipulation that the property tax adopted for the calendar year 2003 (to be collected in calendar year 2004) be allocated 50% for fiscal year 2004 and 50% for fiscal year 2005. In a roll call vote, the following was recorded: Ayes – Members Andersen, Cox, Dixon, Simpson, Thompson, and Varga. Nays – Member von Bergen Wessels. Motion carried. Student Trustee Engleking advisory vote: aye.

**Internet Tuition:** It was moved by Member Andersen and seconded by Member Varga that the Board approve the recommendation to change the rate structure of the out-of-state internet tuition fee to the same as in-state internet tuition (currently \$60 per credit hour). In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

**Closed Session:** At 8:03 p.m. it was moved by Member Dixon and seconded by Member Andersen that the Board adjourn to closed session to discuss the purchase or lease of real property for the use of the public body, and closed session minutes consideration. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

**Regular Session:** The Board returned to regular session at 8:23 p.m.

**Closed Session Minutes:** It was moved by Member Andersen and seconded by Member Dixon that the Board approve the closed session minutes of the October 27, 2003 meeting. In a roll call vote, the following votes were recorded: Ayes – Members Andersen, Cox, Dixon, Simpson, Thompson, von Bergen Wessels. Member Varga – abstain. Motion carried. Student Trustee Engleking advisory vote: aye.

**Resolution:** It was moved by Member Andersen and seconded by Member Varga that the Board approve the attached resolution expressing the Board's appreciation to former Board Member Dr. B.J. Wolf for his fourteen years of service on the Board. In a roll call vote, all voted aye. Motion carried. Student Trustee Engleking advisory vote: aye.

**Student Housing** It was moved by Member Andersen and seconded by Member Simpson

Sewage Easement: that the Board approve the resolution indicating to the Lee County Health Department the allowance of the student housing project to tie into the College's sewage treatment plant. In a roll call vote the following votes were recorded: Ayes – Members Andersen, Cox, Dixon, Simpson, Thompson, and Varga. Nay – Member von Bergen Wessels. Motion carried. Student Trustee Engleking advisory vote: aye.

Reports: *Student Trustee:* The system is user-friendly. Frederick Winter, hypnotist, was on the campus 11/13 and had a successful show. The Pop Culture Princess production was well received, Global Awareness occurred 11/17-19 with various activities; and finals begin 12/9.

*ICCTA Representative:* Member Thompson reported that he attended the ICCTA meeting discussing the legislative veto session. The governor's veto of the "hold harmless" funds was over-ridden, releasing \$18,000 to Sauk. The ISAC has initiated "College Zone.com", which is an internet site available for community college students to access more information regarding education and resources available to them.

*Faculty Association:* Dr. Kidder will pass on the kudos offered to the faculty regarding the continuing higher GPA's. The Sauk faculty is once again sponsoring a food drive. This year, Lee County will benefit. The drive will last the entire first week of December.

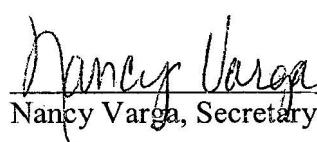
*Board Chair:* None

*Board Member Comments* None

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

The Board adjourned at 8:44 p.m.

Respectfully submitted,

  
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Nancy Varga, Secretary

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

SAUK VALLEY COMMUNITY COLLEGE  
 APPROVED BY

*[Signature]*

	PRESIDENT	INTEREST	
INTEREST BEARING ACCOUNTS		RATE	AMOUNT
General Account - Sterling Federal Bank		0.43	\$660,325.81
Illinois Funds - Firststar Bank, Springfield	<i>[Signature]</i>	0.94	1,647,755.44
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS			2,308,081.25

NON-INT. BEARING ACCOUNT

Restricted - Sterling Federal Bank		45,811.16
<u>MONEY MARKET</u>		
ABN-AMRO Investment Services, Inc.	0.37	291,824.99
<b>TOTAL CHECKING ACCOUNTS</b>		<b>\$2,645,717.40</b>

INVESTMENTS

FINANCIAL INSTITUTION	MATURITY	INTEREST	
	DATE	RATE	AMOUNT
First National Bank, Amboy	01-07-04	1.30	\$1,000,000
Amcore Bank, Sterling	02-03-04	1.40	1,000,000
Union Bank, Tampico	03-06-04	1.45	1,000,000
Sterling Federal Bank	04-25-04	1.69	1,000,000
Union Bank, Tampico	04-28-04	1.50	1,000,000
<b>SUBTOTAL INVESTMENTS</b>			<b>5,000,000</b>

BOND INVESTMENTS - Liability, Protection & Settlement

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
Federal Home Ln Mtg Corp Refrnce NT	09-15-05	2.13	424,373.27
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
Benton Cnty Wash Sch Dist No 52	12-01-06	1.50	266,538.06
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
<b>SUBTOTAL BONDS</b>			<b>\$5,818,521.63</b>

**TOTAL INVESTMENTS** **\$10,818,521.63**

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

<u>EDUCATION FUND</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget Percent
<b>Revenues</b>					
Local Governmental Sources	3,021,500	1,444,733	3,138,004	1,154,315	36.7%
State Governmental Sources	2,407,922	615,450	3,049,616	814,427	26.7%
Federal Governmental Sources	30,700	855	1,000	4,240	424.0%
Student Tuition and Fees	2,604,821	1,496,201	3,012,300	1,616,246	53.6%
Sales and Service	212,500	108,812	341,818	103,339	30.2%
Investment Revenue	80,000	13,242	80,000	8,171	10.2%
Other Revenues	446,000	5,089	526,000	-3,433	-.6%
<b>TOTALS</b>	<b>8,803,443</b>	<b>3,684,384</b>	<b>10,148,738</b>	<b>3,697,305</b>	<b>36.4%</b>
<b>Expenditures</b>					
Salaries	6,053,764	1,779,197	6,316,729	1,850,832	29.3%
Employee Benefits	1,458,859	362,192	1,581,447	375,191	23.7%
Contractual Services	328,162	122,205	499,472	88,002	17.6%
General Materials and Supplies	653,216	289,042	921,962	362,649	39.3%
Travel and Conference Meeting Exp.	121,420	29,754	141,725	22,189	15.6%
Fixed Charges	56,212	10,763	22,955	7,481	32.5%
Capital Outlay			111,840	10,717	9.5%
Other Expenditures	476,000	194,096	487,000	167,576	34.4%
<b>TOTALS</b>	<b>9,147,633</b>	<b>2,787,253</b>	<b>10,083,130</b>	<b>2,884,641</b>	<b>28.6%</b>
<b>Transfers</b>					
Transfers to Other Funds		60,000	47,500		0.0%
Transfers From Other Funds	-178,000		-189,000	-8,780	4.6%
<b>TOTALS</b>	<b>-178,000</b>	<b>60,000</b>	<b>-141,500</b>	<b>-8,780</b>	<b>6.2%</b>
NET INCREASE/DECREASE IN NET ASSETS	-166,190	837,131	207,107	821,445	
FUND BALANCE		1,703,564		1,558,490	

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

<u>OPERATION AND MAINTENANCE 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>
<b>Revenues</b>					
Local Governmental Sources	370,000	176,640	384,123	170,044	44.2%
State Governmental Sources	321,520	80,831	432,632	112,749	26.0%
Federal Governmental Sources					
Student Tuition and Fees	271,586	161,567	328,500	177,675	54.0%
Sales and Service	5,500	3,146	6,500	926	14.2%
Facilities Revenue	6,000	261	4,000	675	16.8%
Investment Revenue	9,000	276	2,000	1	%
Other Revenues	39,500	231	37,500		0.0%
<b>TOTALS</b>	<b>1,023,106</b>	<b>422,956</b>	<b>1,195,255</b>	<b>462,071</b>	<b>38.6%</b>
<b>Expenditures</b>					
Salaries	443,944	150,665	461,850	157,375	34.0%
Employee Benefits	153,329	44,968	152,131	45,236	29.7%
Contractual Services	69,500	32,834	69,500	39,546	56.9%
General Materials and Supplies	91,400	27,895	121,300	26,796	22.0%
Travel and Conference Meeting Exp.	2,400	1,004	3,500	1,257	35.9%
Fixed Charges		58,247	55,362	55,362	100.0%
Utilities	337,000	85,907	386,700	118,539	30.6%
Capital Outlay	15,000	7,721	15,000		0.0%
Other Expenditures					
<b>TOTALS</b>	<b>1,112,573</b>	<b>409,243</b>	<b>1,265,343</b>	<b>444,113</b>	<b>35.0%</b>
<b>Transfers</b>					
Transfers From Other Funds	-34,000		-70,500		0.0%
<b>TOTALS</b>	<b>-34,000</b>		<b>-70,500</b>		<b>0.0%</b>
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE.	-55,467	13,712	411	17,958	
		63,541		17,931	

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

<u>OPERATION &amp; MAINTENANCE- RESTRICTED</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget Percent
<b>Revenues</b>					
Local Governmental Sources	613,000	294,400	632,938	232,799	36.7%
State Governmental Sources	3,204,922		3,382,000		0.0%
Investment Revenue	30,000	8	10,000	10,114	101.1%
Other Revenues	250,000		250,000		0.0%
<b>TOTALS</b>	<b>4,097,922</b>	<b>294,408</b>	<b>4,274,938</b>	<b>242,913</b>	<b>5.6%</b>
<b>Expenditures</b>					
Contractual Services		7,550		6,400	
General Materials and Supplies					
Capital Outlay	4,441,152	198,893	5,361,936	218,556	4.0%
<b>TOTALS</b>	<b>4,441,152</b>	<b>206,443</b>	<b>5,361,936</b>	<b>224,956</b>	<b>4.1%</b>
<b>Transfers</b>					
Transfers From Other Funds	-570,000	-1,282,769			
<b>TOTALS</b>	<b>-570,000</b>	<b>-1,282,769</b>			
NET INCREASE/DECREASE IN NET ASSETS	226,770	1,370,734	-1,086,998	17,957	
FUND BALANCE		2,349,690		2,620,215	

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

<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 Percent
<b>Revenues</b>					
Local Governmental Sources	1,385,000	671,073	1,413,519	491,584	34.7%
Investment Revenue	5,000	5,177	10,000	2,989	29.8%
<b>TOTALS</b>	<b>1,390,000</b>	<b>676,250</b>	<b>1,423,519</b>	<b>494,573</b>	<b>34.7%</b>
<b>Expenditures</b>					
Contractual Services	5,000		5,000		0.0%
Fixed Charges	1,382,008	611,597	1,402,763	638,706	45.5%
<b>TOTALS</b>	<b>1,387,008</b>	<b>611,597</b>	<b>1,407,763</b>	<b>638,706</b>	<b>45.3%</b>
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	2,992	64,652	15,756	-144,132	
		718,101		609,567	

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

<u>AUXILIARY ENTERPRISES FUND</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget Percent
<b>Revenues</b>					
Student Tuition and Fees	153,000	89,615	160,500	88,209	54.9%
Sales and Service	44,400	12,177	51,490	11,163	21.6%
Facilities Revenue	75,000	16,250	75,000	23,333	31.1%
Investment Revenue	1,800	382	900	898	99.8%
Other Revenues	1,329,250	463,563	1,301,549	468,105	35.9%
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<b>TOTALS</b>	<b>1,603,450</b>	<b>581,988</b>	<b>1,589,439</b>	<b>591,709</b>	<b>37.2%</b>
<b>Expenditures</b>					
Salaries	72,253	19,086	72,279	21,000	29.0%
Employee Benefits	11,710	1,971	11,481	1,930	16.8%
Contractual Services	38,455	11,406	1,334,654	435,039	32.5%
General Materials and Supplies	1,392,405	497,387	72,490	75,622	104.3%
Travel and Conference Meeting Exp.	68,340	19,185	62,655	19,895	31.7%
Fixed Charges	2,450	4,503	9,450	16,424	173.7%
Capital Outlay		12,015		29,868	
Other Expenditures	5,300	1,387	5,800	75	1.2%
	-----	-----	-----	-----	-----
<b>TOTALS</b>	<b>1,590,913</b>	<b>566,943</b>	<b>1,568,809</b>	<b>599,856</b>	<b>38.2%</b>
<b>Transfers</b>					
Transfers to Other Funds	75,820		75,000	8,780	11.7%
Transfers From Other Funds	-63,820		-63,000		0.0%
	-----	-----	-----	-----	-----
<b>TOTALS</b>	<b>12,000</b>		<b>12,000</b>	<b>8,780</b>	<b>73.1%</b>
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	537	15,045	8,629	-16,927	
		337,278		251,603	

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

<u>RESTRICTED PURPOSES FUND</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget Percent
<b>Revenues</b>					
State Governmental Sources	1,366,393	327,043	1,107,936	275,663	24.8%
Federal Governmental Sources	2,460,775	297,320	2,827,496	424,191	15.0%
Investment Revenue	20,000		6,000	7,834	130.5%
Other Revenues	99,860	88,535	60,619	29,140	48.0%
<b>TOTALS</b>	<b>3,947,028</b>	<b>712,899</b>	<b>4,002,051</b>	<b>736,829</b>	<b>18.4%</b>
<b>Expenditures</b>					
Salaries	1,216,810	371,473	1,207,514	301,948	25.0%
Employee Benefits	216,159	67,666	188,199	53,102	28.2%
Contractual Services	149,566	11,935	45,609	8,691	19.0%
General Materials and Supplies	724,928	226,620	730,022	146,803	20.1%
Travel and Conference Meeting Exp.	68,506	6,665	54,623	7,622	13.9%
Fixed Charges	13,107		10,412	5,311	51.0%
Utilities	16,200	3,095	300	202	67.6%
Capital Outlay	194,500	82,271	198,200	47,885	24.1%
Other Expenditures	2,002,689	1,227,360	2,376,441	1,387,918	58.4%
<b>TOTALS</b>	<b>4,602,465</b>	<b>1,997,088</b>	<b>4,811,320</b>	<b>1,959,486</b>	<b>40.7%</b>
<b>Transfers</b>					
Transfers to Other Funds					
Transfers From Other Funds	50,847		-1		0.0%
<b>TOTALS</b>	<b>50,847</b>		<b>-1</b>		<b>0.0%</b>
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-706,284	-1,284,188 232,248	-809,268	-1,222,656 -185,038	

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

<u>WORKING CASH FUND</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget Percent
<b>Revenues</b>					
Investment Revenue	100,000	-4,103	100,000	9,366	9.3%
TOTALS	100,000	-4,103	100,000	9,366	9.3%
<b>Expenditures</b>					
Investment Revenue	-----	-----	-----	-----	-----
TOTALS	-----	-----	-----	-----	-----
<b>Transfers</b>					
Transfers to Other Funds	200,000	-----	200,000	-----	0.0%
TOTALS	200,000	-----	200,000	-----	0.0%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-100,000	-4,103	-100,000	9,366	
	2,466,679		2,380,150		

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

<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>
<b>Revenues</b>					
Sales and Service					
Other Revenues		4,876		2,465	
<b>TOTALS</b>	<b>-----</b>	<b>4,876</b>	<b>-----</b>	<b>2,465</b>	<b>-----</b>
<b>Expenditures</b>					
Contractual Services					
Capital Outlay		2,000		6,000	
Other Expenditures		2,882		1,893	
<b>TOTALS</b>	<b>-----</b>	<b>4,882</b>	<b>-----</b>	<b>7,893</b>	<b>-----</b>
NET INCREASE/DECREASE IN NET ASSETS		-6		-5,428	
FUND BALANCE		18,348		16,114	

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

<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>
<b>Revenues</b>					
Local Governmental Sources	30,700	14,777	30,710	11,284	36.7%
Investment Revenue	1,000	17	1,000	124	12.4%
<b>TOTALS</b>	<b>31,700</b>	<b>14,794</b>	<b>31,710</b>	<b>11,408</b>	<b>35.9%</b>
<b>Expenditures</b>					
Contractual Services	30,000	21,860	24,000	16,950	70.6%
<b>TOTALS</b>	<b>30,000</b>	<b>21,860</b>	<b>24,000</b>	<b>16,950</b>	<b>70.6%</b>
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	1,700	-7,065	7,710	-5,541	
		22,423		27,104	

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

<u>LIABILITY, PROTECTION &amp; SETTLEMENT</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	2003-2004 <u>Budget</u>	2003-2004 <u>Actual</u>	Budget Percent
<b>Revenues</b>					
Local Governmental Sources	291,000	138,977	295,275	108,687	36.8%
Investment Revenue	200,000	-113,788	200,000	-15,234	-7.6%
Other Revenues	29,000		22,000		0.0%
<b>TOTALS</b>	<b>520,000</b>	<b>25,188</b>	<b>517,275</b>	<b>93,453</b>	<b>18.0%</b>
<b>Expenditures</b>					
Salaries	273,621	72,241	297,291	74,947	25.2%
Employee Benefits	203,794	76,255	205,564	91,272	44.4%
Contractual Services	66,200	22,633	64,300	31,927	49.6%
General Materials and Supplies	12,600	767	6,500	511	7.8%
Travel and Conference Meeting Exp.	2,000	550	2,250		0.0%
Fixed Charges	45,000	60,599	85,000	57,954	68.1%
Utilities	1,000	357	1,100	357	32.5%
Capital Outlay	50,000	18,055	50,000	57,498	114.9%
<b>TOTALS</b>	<b>654,215</b>	<b>251,461</b>	<b>712,005</b>	<b>314,471</b>	<b>44.1%</b>
NET INCREASE/DECREASE IN NET ASSETS	-134,215	-226,272	-194,730	-221,018	
FUND BALANCE		5,962,659		5,875,539	

For Board Meeting of  
November 20, 2003

Agenda Item H-6

BOARD POLICY 511.01 USE OF COLLEGE FACILITIES  
(FIRST READING)

Attached for First Reading is Board Policy 511.01 Use of College Facilities revision.

RECOMMENDATION:      Board approval of Board Policy 511.01 Use of College Facilities  
for First Reading.

## 511.01 Use of College Facilities

~~A major responsibility of a comprehensive community college is The College wishes to open its resources to the community it serves for appropriate uses. Pursuant to and as limited by this policy, The Board of Trustees may grants permission for use of College premises to recognized public and/or private citizens organizations, provided the and to individuals for any proper purpose of such renders a distinct educational and/or cultural value for the community. However, the The use of College facilities for educational, co-curricular and community service programs of the College will normally shall take precedence over outside activities.~~

~~The Board of Trustees may College shall deny the use of any College facilities to any persons or groups whose policy, or practice or activity is considered by the Board to be detrimental to the best interests of the College. Any activity, whether scheduled or casual, that in the reasonable judgment of the administration could potentially interfere with College-approved activities, could cause damage to College property or grounds, could present unreasonable risk of bodily harm, or could cause unreasonable risk of danger to the safety of uninvolved third parties, is prohibited. Discharge of firearms on College grounds is prohibited.~~

The rules and regulations for the use of building and grounds ~~is fully are further~~ described in the following **Facilities Utilization Policy**.

2/12/79

1/24/83

11/25/96

## **SAUK VALLEY COMMUNITY COLLEGE**

### **FACILITIES UTILIZATION POLICY**

#### Statement of Philosophy

~~A major responsibility of a comprehensive community college is The College wishes to share its resources with the community it serves. This Facilities Utilization Policy provides guidelines by which access to and utilization of the College buildings and other physical facilities may be is regulated and controlled.~~

#### Policy Guidelines

The priorities listed below refer to on-going College functions as well as meetings or activities which non-college groups, organizations, or individuals wish to schedule at SVCC ~~on an occasional or one time basis and charges for such use, if any. Requests for the use of the College facilities on a regular or long term basis must be addressed to the College President and require the approval of the Sauk Valley Community College Board.~~ The following priorities are established for utilization of facilities at Sauk Valley Community College:

#### PRIORITY #1: INSTRUCTION

SVCC Classroom instruction. (No fees assessed).

#### PRIORITY #2: COLLEGE RELATED ACTIVITIES

College related activities initiated and participated in by SVCC faculty, students, or staff. (No fees assessed).

#### PRIORITY #3: EDUCATIONAL INSTITUTIONS

Cooperative activities on an occasional basis with other educational institutions including local public schools and other colleges and universities. No rental fees assessed, but non-college groups are expected to pay the actual direct\* costs incurred by the college ~~(or university)~~ ~~instituting the cooperative activity.~~ These costs will be determined by the Director of College Relations and/or the Director of Buildings and Grounds.

\*Direct costs are those which may be connected clearly with the activity. Examples of direct costs are equipment, supplies, insurance, electrical hookups, air conditioning, or personnel such as custodial, security, lighting equipment operators, etc.

#### PRIORITY # 4: NOT-FOR-PROFIT GROUP ACTIVITIES

Cooperative activities on an occasional basis with local groups and organizations that may be of general interest to the Sauk Valley Community College student body, college staff, or community. Such organizations include churches, community service clubs, political action groups, hobby-leisure time organizations, and other governmental bodies. (Rental fees may be assessed based on the approved rental rate schedule for non-commercial groups.)

#### PRIORITY #5: COMMERCIAL

Commercial ventures that are profit-making and for private gain, but which by virtue of the events they sponsor may also provide a service to the college, its students, and/or the community. (Rental fees may be assessed based on the approved rental rate schedule for commercial groups.)

Any problems regarding interpretation of the above priorities or implementation of this policy shall be resolved administratively by the Director of College Relations and/or the Director of Buildings and Grounds.

#### RENTAL RATES

The following rates are those assessed for group commercial activities (see Priority #5) and non-commercial activities (see Priority #3 and Priority #4). Unless stated otherwise these rates apply to all or any part of one day.

### SCHEDULE OF RATES\*

<u>AREA</u>	<u>COMMERCIAL</u>	<u>NON-COMMERCIAL</u>
Gymnasium	\$500	\$200
West Mall	350	150
Cafeteria	200	100
Little Mathis Theater	150	50
East Mall	140	50
<del>Private Dining</del> <u>Founders Room (2K2)</u>	100	40
Classrooms	75	25
Athletic Fields	N/A	25
Tennis Courts	N/A	1 per court
Track	500	100
Cross Country Course	N/A	25 per practice
Parking Lots	500	200
Riverfront	400	50
Lawn	300	50

\*These are basic rates designed to include INDIRECT costs such as the use of restrooms, wear and tear on facilities, and routine maintenance. All DIRECT costs (as described on p. 515) associated with the activity are extra. The College reserves the right to charge commercial activities more than the rental rates established above by structuring a profit sharing agreement between the College and the sponsoring organization vary from this schedule of rates.

### POLICY GUIDELINES

The Director of College Relations is delegated the authority to determine the priority classification and commercial aspect of a particular event and the need for insurance. The Director of Buildings and Grounds is responsible for providing personnel and a security force to successfully supervise the event.

Any individuals and any groups using SVCC facilities must abide by the requirements of the laws of the State of Illinois, as well as the policies and any applicable Building Regulations of Sauk Valley Community College. Specifically, ~~The use of smokeless tobacco, alcoholic beverages or controlled substances is prohibited on College property, in College facilities, or vehicles. Smoking tobacco is limited to designated areas outside of College buildings. Any group using College facilities or College vehicles must be under the supervision of an adult at least 21 years of age.~~

### IMPLEMENTATION PROCEDURES

Community Groups Outside organizations wanting to use College facilities may contact the Information Center to initiate the room reservation process. All outside groups (whether they are assessed a fee or not) are expected to complete the College form entitled Agreement Granting Use of College Facilities. (Agreement is attached.)

Student Groups The following steps must be carried out before any student activity, including assembly, demonstration, or rally, may occur on the Sauk Valley Community College campus.

1. Any student or group of students desiring to hold an activity must contact the ~~President or the Secretary of the Student Government. Coordinator of Student Activities, Recruitment and Retention.~~
2. A form ( in duplicate) requesting the time, date, desired location, and purpose of the activity must be completed and submitted to the ~~Office of the Student Government Coordinator~~ at least seven administrative work days prior to the activity.
3. The ~~Student Government Coordinator~~ may then approve or disapprove any request within four days after receiving the request, ~~after consultation with the Coordinator of Student Activities who is responsible for the approval and coordinating of the Activity Calendar.~~
4. In the event the request for an activity is disapproved, the group has the right to appeal the decision to the Vice President of Student Services.

5. In the event an activity is held without approval, the group will be subject to disciplinary procedures.

Faculty Employee Group - Faculty Employee groups wishing to use College facilities for meetings of an academic or professional nature may schedule college facilities rent-free by contacting the Information Center.

Co-Sponsorship - Co-sponsorship can occur through the cooperative efforts of a College office such as the Student Activities, Recruitment and Retention Office, a SVCC student or faculty employee group and at least one of the following:

1. A non-Sauk Valley Community College student group;
2. A commercial group;
3. A civic or governmental organization; and/or
4. A group from another educational institution.

~~Any Sauk Valley Community College party intending to become involved with co-sponsoring an activity must request in writing and receive written approval for their activity from the Director of College Relations. All non-college groups co-sponsoring an event must sign the college form entitled Agreement Granting Use of College Facilities.~~

## SUPPLEMENTAL REGULATIONS

Advance Reservations - The College will consider reserving space, for approved outside organizations, no earlier than thirty days before the planned event.

Use of Marquee - The outside marquee will be utilized only for College events and activities.

Assignment of Space - The assignment of all space, with the exception of instructional and office space, has been delegated to the Director of College Relations. The Instructional Deans, in consultation with the Instructional Vice President, will assign all instructional spaces. The Deans are also responsible for room changes which can be affected only with their written approval.

Faculty office spaces will be assigned by the Vice President of Instructional Services.

Calendar of Special Events - All events which are not on the published College calendars must be scheduled in the Information Center, which maintains a calendar of special events. This

calendar is issued before noon on Friday of every week when school is in session. If special custodial and engineering services or audio-visual equipment are needed, they should be requested when the event is scheduled. ~~Request forms for space and special services must be completed at least one week prior to the event, but the~~ Events to be calendared should be cleared as soon as dates and times are firm. This is stressed so that no two major events shall be scheduled in the same facility at the same time.

Maintenance, Audio Visual, or Food Services - If maintenance, audio visual or food services are required for a calendared event, requests for these services should be included on the Room Reservation Request available at the Information Center. In the interest of coordination, so that services may be rendered most effectively, requests for services incidental to the normal program of the College shall be directed to the Director of Building and Grounds. Direct requests to the maintenance staff for services shall be avoided.

Traffic and Parking - Sauk Valley Community College is a commuter college designated to accommodate the use of private automobiles by the students, faculty, and employees. Therefore, it is incumbent upon each individual to make judicious use of campus drives and parking spaces. Motor Vehicle Registration and Parking Regulations have been approved by the Board of Trustees. Copies of these regulations may be obtained from the Business Office.

Key and Clearance - Appropriate keys are provided by the Director of Building and Grounds. Proper approval must be obtained from the Vice President of Administrative Services. Security of the buildings and equipment of the college are ~~is~~ in part dependent on the careful handling of keys. Upon completion of employment each faculty or staff member is expected, prior to the receipt of his last paycheck, to obtain appropriate signatures on a clearance form indicating that all ~~keys, supplies, library books, audio visual equipment, etc, have been returned~~.

Safety and Security - Safety and security are the responsibilities of the Vice President of Administrative Services in consultation with the Vice President of Student Services. However, each person within the College community has the obligation to report suspicious persons and occurrences to a responsible college authority.

Building Security - Building security is a matter of concern to all College personnel. In order to control the number of personnel in the building after normal working hours, a check-in

and check-out book is maintained in the north end of the dock area. On those occasions when no event is scheduled, all persons, with the exception of those persons on duty, must enter only through this entrance, sign the register noting time of entry, and reason for entry. On departure the individual will give only the time of departure. Each individual must be prepared to furnish at all times positive identification to properly constituted authorities. These security requirements are effective from 10:30 p.m. until 7:00 a.m. each weekday and from 12:30 p.m. Saturday until 7:00 a.m. on Monday when no events are scheduled, or at any other time that the buildings are officially closed.

Weather Alert—The office of the Vice President of Student Services will keep all personnel apprised of the status of weather warnings in the event of threatening weather.

Action to be Taken in Event of a Fire—All persons who are not actively engaged in fighting the fire shall file out of the building at the nearest exit. Personnel should not return to the building until all clear signal is given.

Smoking Policy—Smoking and the use of tobacco is not permitted in any Sauk Valley Community College buildings and vehicles.

Consumption of Food and Beverages—Food and beverages purchased in the dining and recreation rooms are to be consumed in those areas. Careless handling of food and beverages causes needless maintenance problems and increases the danger of vermin and damage to floors, furniture, and carpeting.

Civil Defense—Sauk Valley Community College is on the area civil defense tornado alert system and will be alerted of any tornado conditions that exist in a fifty mile radius. The basement of the building has been designated by the Director of Civil Defense of Lee County as the safest and best protection in case of an emergency evacuation situation. In the case of an alert, communication for evacuation will be given over the public address system and by word of mouth. All procedures will be under the direction of the Vice President of Student Services or the administrator in charge in conjunction with Security. Students and faculty will not be allowed to use their automobiles in leaving the area during an alert. When classes are not in session, evacuation procedures will be directed by the senior College official present.

Fire Regulations Because of the isolated location of the College, all staff should be aware of the dangers of fire. A fire in the building should be sensed by the College fire alarm system. The system will automatically set off the klaxon horn on campus and alert the Dixon Rural Fire Station. If a fire is discovered before the alarm sounds, pull the nearest fire alarm box then call the operator (dial 0) and notify her of the location. The operator will announce the fire and its location over the public address system.

Emergencies and First Aid In the event of an injury or emergency during the day, the switchboard operator should be notified and they in turn will notify Security and the Information Center in order to direct medical personnel to the location of the emergency. During the evening hours, the switchboard will notify Security and the administrator in charge. In all cases, follow the Emergency Procedures distributed by the Vice President of Student Services.

Lost and Found The information Center maintains a lost and found service on the first floor. Articles which are found should be sent to the Information Center as soon as possible.

Telephone Service Telephones are a vital part of the College operation. Their primary use is for College business. Their proper care is the responsibility of the staff. The College must be reimbursed for any personal toll calls. Public phones are placed strategically throughout the facility. Their use by students and the public is encouraged.

College Grounds Certain parts of the College grounds may be utilized by College and non-college organizations or groups if the activity in no way interferes with the educational program of the College. Application for the use of those areas such as tennis courts, baseball field, etc., must be made to the Director of Athletics, who will notify the Director of College Relations concerning such approvals. Non-college groups are required to sign the Agreement Granting Use of College Facilities as adopted by the Board of Trustees before using College grounds. Attention is invited to previous sections of these regulations. All persons utilizing College grounds are required to obey college regulations. Failure to do so may subject the person to ejection from the premises or even prosecution by civil authorities.

Learning Resource Center The Sauk Valley Community College Library and Audio Visual Services are combined into one unit referred to as the Learning Resource Center (LRC). The purpose of the LRC is to support the instructional aims of the College by providing materials

and equipment for faculty and students. The LRC Conference Room (3K3) is available for meetings by contacting the Coordinator of the Learning Resource Center, but is not available at any time the Library is closed.

2/11/79            1/22/96 (Smoking)

1/24/83            11/25/96

3/23/87

11/28/94

For Board Meeting of  
November 20, 2003

Agenda Item H-7

BOARD POLICY 512.01 Student Loans  
(FIRST READING)

Attached for First Reading is Board Policy 512.01 Student Loans revision.

RECOMMENDATION: Board approval of Board Policy 512.01 Student Loans for First Reading.

## 512.01 Student Loan Policy

### Policy

1. Short term loans require the approval of the Director of Financial ~~Aid Assistance and Career Services~~, and will be charged to the student's account.
2. The maximum loan that a full-time student may receive will be ~~\$300~~ 500. The maximum loan that a part-time student may receive will be ~~\$150~~ 300.
3. A \$1.00 processing and distribution fee will be charged for each student loan issued, and shall be repaid by the student when the loan is repaid. Any loans over \$100 will be charged an additional \$1.00 processing and distribution fee per \$100.
4. Loans will be made only on the basis of the Director of Financial ~~Aid's Assistance and Career Services'~~ professional judgment of the individual's ability to pay and/or past performance on previous student loans. For example, students receiving financial aid will be given preference. ~~Loans will not be issued solely on the basis of the fact that the student is Simply attending Sauk Valley Community College does not create a right to receive a loan.~~
5. At the discretion of the Vice President of Student Services and the Vice President of Administrative Services, the following exceptions may be approved, if in their professional judgment, a situation exists that would merit such an exception:
  - a. A loan agreement exceeding the policy loan limits, even if an outstanding loan remains unpaid.
  - b. A loan agreement to a student with a poor performance on a previous loan agreement.
6. The student account must be paid in full prior to the end of the current term.
7. Any outstanding student loan agreements may be collected from any monies due the student from College sources.
8. Any student financial obligation that is due Sauk Valley Community College will result in a "freeze" being placed on the transmittal of any student records.

### Issuing Loans

Before any cash loan is made to a student, the Office of Financial **Aid Assistance** should make a thorough investigation of the following factors:

1. A student must be currently enrolled.
2. Loans may be granted to full-time students during their first semester up to the maximum of ~~\$300~~ 500. Part-time students may receive up to ~~\$150~~ 300. No future loans will be issued until the first loan has been paid in full. (Exception – see Item 4 5 under Policy)
3. A student must be in good academic and disciplinary standing with the College. Any “hold” on his/her records or any past debts with the College will disqualify the student unless there is a means of recovery. However, a history of poor performance on previous loan agreements will automatically disqualify the student from receiving future loans.
4. The Director of Financial **Aid Assistance and Career Services** is the sole representative authorized to approve student loan agreements with the exception of Item 4 5 under Policy.

#### Collection of Loans

1. ~~A letter from the Director of Financial Aid will be sent approximately two weeks before the due date of the loan.~~
2. ~~Subsequent~~ Prior to the due date of the student loan the Business Office will notify the student of ~~their~~ his/her obligation to the College.
3. If a student does not respond to the collection notices sent by the Business Office the loan, when considered a bad debt, will be forwarded to a collection agency for disposition.

1/14/80

4/28/97

1/26/98

For Board Meeting of  
November 20, 2003

Agenda Item H-8

## CORPORATE CREDIT CARDS

Over the last few years the Business Office has noticed increasing benefits that could accrue to the College from the use of Departmental credit cards. Attached is a proposal to expand the College's use of credit cards, along with a Company Resolution.

RECOMMENDATION: Board approval of the credit card resolution as presented.

**TO:** Richard Behrendt  
**FROM:** Ruth Bittner *PLB*  
**DATE:** November 10, 2003  
**SUBJECT:** Corporate Credit Cards

Over the last few years the Business Office has noticed increasing benefits that could accrue to the College from the use of departmental credit cards. We currently maintain just one credit card for the College, in the President's name. However, we have increasingly used that card to make travel reservations for other employees or Board members or to achieve savings and efficiencies through on-line book purchases for the library. In addition, the Information Services department could achieve significant discounts by purchasing some supplies on-line, and the Buildings and Grounds department could improve efficiency by eliminating purchase orders for the many small supply items they buy from local stores. Therefore, I'd like to propose that we expand from one card to a set of select departmental cards.

We believe the following cards would best serve our needs:

President  
Library  
Information Services  
Buildings and Grounds  
Business Office  
3 travel cards

The Business Office card could be used by any department that might occasionally benefit from its use. The three travel cards could be used to make travel reservations for various employees or to be loaned to employees who are unable to use their own personal cards while traveling on College business. These four cards would be held in safekeeping in the Business Office.

Fifth Third Bank offers a program that is flexible enough to meet our needs. I selected them because of information we obtained from various local banks the last time we obtained a credit card and because of their continued expression of interest in obtaining our credit card business. As part of their card application they require that we submit the attached resolution authorizing the application.

I recommend that the Board of Trustees approve the attached credit card resolution. Thank you.



## Commercial Card\* COMPANY RESOLUTION

I, the undersigned, Secretary of Illinois Community College District No. 506, a corporation, proprietorship, partnership, limited liability company or limited liability partnership (the "Company") organized under the laws of the State of Illinois, do hereby certify as follows:

- 1) Attached hereto, marked Attachment A, is a true and correct copy of the current Articles of Incorporation of the Company together with all amendments thereto.
- 2) The following persons are the duly elected officers of the Company, holding the office set forth opposite their respective names. Each officer who has executed or will execute any documents in connection with this transaction has set forth his true and customary signature opposite his name.

Name	Title	Signature
Richard Behrendt	President	
Ruth Bittner	VP of Administration	
<hr/> <hr/>		

- 3) Each officer whose personal signature appears above has been duly authorized by resolution of the board of directors of the Company to execute any and all instruments or documents which he may deem necessary or appropriate in connection with this transaction.
- 4) That at a duly called meeting of the Board of Directors of said company held on November 20, 2003, a quorum being present, the following/attached resolution was duly adopted and is set forth in the minutes of the said meeting; and that the said resolution has not been rescinded or modified, and that there is nothing in the regulation, by-laws, or directors' or stockholders' resolutions of said Company which in any way limits or restricts its borrowing power or conflicts with said resolution.

NOW THEREFORE, be it resolved that this Company shall apply to Fifth Third Bank for the issuance of a sufficient number of Commercial Cards as, in the judgement of the officer or officers hereinafter authorized, this company may require;

RESOLVED FURTHER THAT, the President or the Vice President, and the Secretary or the Assistant Secretary of this Company are authorized, directed and empowered, in the name of this Company, to apply to Fifth Third Bank for the issuance of such Commercial Cards, to execute such application forms, agreements and documents to pay and provide security for payment of all indebtedness incurred by use of such Commercial Cards, whether authorized or unauthorized, as Fifth Third Bank may require in accordance with the terms and conditions of The Fifth Third Commercial Card Company Agreement, and to obtain and forward to Fifth Third Bank, The Fifth Third Commercial Card Cardholder Agreement(s) from those officers or agents it designates from time to time to receive and use a card.

RESOLVED FURTHER THAT, Fifth Third Bank is authorized to act upon this resolution until written notice of its revocation is delivered to the Bank and that the authority hereby granted shall apply with equal force and effect to the successors in office of the officers herein named.

IN WITNESS WHEREOF, I have hereunto set my hand as such Secretary, this 20th day of November, 2003,

For Board Meeting  
November 20, 2003

Agenda Item H-9

#### CREDIT BY EVALUATION FEE

The Instructional Deans are requesting a fee of \$10 per credit hour for Credit by Evaluation, making the fees for the Proficiency Examinations, Credit by Certification, License or Registry, and Credit by Evaluation identical.

RECOMMENDATION: Board approval of the Credit by Evaluation Fee as presented.

TO: Dr. Richard Behrendt  
FROM: Dr. Deborah Hecht   
DATE: November 11, 2003  
RE: Credit by Evaluation Fee

Currently there are several ways a student can receive credit for Sauk courses that are not taken at Sauk. As examples:

- a) Proficiency Examinations. With the permission of the appropriate Dean, a student may petition to take a proficiency examination when the student believes he/she has met the requirements of a course through previous course work, experience, or a combination of both. We currently charge the student \$10 per credit hour to take the proficiency exam.
- b) Credit by Certification, License or Registry. We currently award credit to students who have successfully completed state and/or national certification, licensing and/or registry examinations. We currently charge the student \$10 per credit hour for this credit.
- c) Credit by Evaluation. We award credit for student knowledge gained through work experience, technical and vocational training or other learning experiences. Currently we do not charge the student for these credit awards.

These three means of credit award are similar in that they are student initiated yet require evaluation of the appropriateness of the credit award by the faculty member involved and the Dean and Vice President. There is a minimal fee for both Proficiency Examinations and Credit by Certification, License or Registry. We asked the Board to implement this fee to discourage non-substantive student requests, and cover the minimal costs associated with these awards.

We are now asking the Board to institute a similar fee (\$10 per credit hour) for Credit by Evaluation. This will make the fees for all three credit awards identical and ensure all students are treated equitably.

This fee increase has been requested by the Instructional Deans.

I will be glad to discuss this with you at your convenience.

For Board Meeting of  
November 20, 2003

Agenda Item H-10

## DONATIONS

The College has received the following donation from Texas Instruments for use by the Mathematics Department:

TI 83 Plus SE ViewScreen Package

The College has received the following donation from CGH Emergency Medical Services for student use in the EMS program:

- 2 – short backboards
- 1 – extrication vest
- 1- folding portable patient litter
- 4 – various sized padded wood board splints

RECOMMENDATION: Board approval to accept these donations on behalf of the College, with appropriate letters to the donors.

Sauk Valley Community College  
Instructional Services  
Business, Technology, and Natural Sciences  
**Linley V. White, Dean** [whitel@svcc.edu](mailto:whitel@svcc.edu)

---

DATE: October 30, 2003

TO: Dr. Deborah Hecht

FROM: Linley White 

SUBJECT: Equipment Donation

On behalf of Steve Shaff and the Mathematics Department, I request permission to accept the following donation from Texas Instruments:

TI 83 Plus SE ViewScreen Package

This donation is used to project calculator images through an overhead projector for classroom demonstrations. It will be used in several math classes during the semester.

Thank you for your time and consideration.

**Date:** November 6, 2003

**To:** Dr. Deborah Hecht

**From:** Janet Lynch *[Signature]*

**Subject:** Equipment Donation

On behalf of Doug Sears and the EMS program, I request permission to accept the following donation from CGH Emergency Medical Services:

- 2 - short backboards
- 1 - extrication vest
- 1 - folding portable patient litter
- 4 - various sized padded wood board splints

The approximate value of these used items in good condition is \$235. Our EMS program will employ them for direct student use. We are grateful to Bob Johnson CGH EMS director and Ed Anderson CGH chief executive officer for always keeping our programs in mind and offering such continued support.

Thank you for your time and consideration.

p. 525

513.01 Financial Aid Tuition Hold Program Policy

Students at Sauk Valley Community College are responsible for payment of tuition at the time of registration. Students who are in the process of registering and who have applied for approved federal, state and local financial aid programs, and who, because of time or processing factors have not yet received their financial aid award, may be eligible to participate. This eligibility will be determined by the Director of Student Financial Assistance after evaluation and analysis of supporting data that anticipates a future financial aid award to the student.

Policy Guidelines

1. Student requests for the Financial Aid Tuition Hold Program must be made in person at the Financial Aid Office. Students must provide the required documentation.
2. All federal, state and local financial aid applications must be completed, reviewed and mailed from the Sauk Valley Community College Financial Aid Office.
3. A student must meet eligibility (federal, state and local) requirements for participation in financial aid programs. Some of these requirements include approved programs, GED and/or high school diploma, enrolled as a part-time student, satisfactory academic progress, etc.
4. Students permitted to participate in the Financial Aid Tuition Hold Program are expected to have all tuition paid prior to the mid-term date of the semester in which they are enrolled.
5. Any student financial obligation that is due to Sauk Valley Community College will result in a freeze being placed on the transmittal of any student records. Should the Director of Student Financial Assistance and/or the Business Office be unable to collect the amount due the College the bad debt will be forwarded to a collection agency for disposition.

1/14/80 7/24/00

3/23/87

4/28/97

514.01 Alcoholic Beverages

No alcoholic beverages shall be sold or served on the premises of Sauk Valley Community College, unless there is specific permission granted by the Board of Trustees for the specific event or occasion.

8/27/84

3/23/87

## 515.01 Computer Software Program Policy

No one may make or use unauthorized copies of computer software at the College.

The original license agreement for proprietary computer software used at the College shall be on file in the Office of Information Systems.

Prior to installation or use of any software in the computer lab facility, proof of a license agreement covering usage, number of units and installation type will be required for proprietary software purchased by the College.

The College will not knowingly allow anyone to duplicate or replicate copyrighted software in any manner, unless the written permission of the copyright holder is first obtained and filed in the Office of Information Systems.

5/28/87

3/23/87

4/27/92

# **SAUK VALLEY COMMUNITY COLLEGE**

## **VICE PRESIDENT OF STUDENT SERVICES**

### **MEMORANDUM**

**TO:** Dr. Richard Behrendt

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

**DATE:** November 10, 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 Summer 2003 semester.

#### **Northern Illinois University Transfer Student Summary Progress Report**

##### **Summer 2003 Data for Students**

<b>50 Community College Transfers from Sauk Valley Community College</b>	<b>1,657 All Illinois Community College Transfers at Northern Illinois University</b>	<b>646 All Other Transfers at Northern Illinois University</b>	<b>1,953 All Native Students at Northern Illinois University</b>
<b>Sauk Valley Community College Transfer GPA</b>	<b>Other Community College Transfer GPA</b>	<b>All Other Transfer GPA</b>	<b>Total Native GPA</b>
<b>Mean 3.16</b>	<b>Mean 2.95</b>	<b>Mean 2.96</b>	<b>Mean 2.78</b>

(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**

---

**TO:** Dr. Richard Behrendt

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

**DATE:** November 11, 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 Western Illinois University for Spring 2003 semester.

#### **Western Illinois University Transfer Student Summary Progress Report**

##### **Spring 2003 Data for Students**

<b>70</b> <b>Community College Transfers from Sauk Valley Community College</b>	<b>2,780</b> <b>All Illinois Community College Transfers at Western Illinois University</b>	<b>977</b> <b>Four-year Transfers at Western Illinois University</b>	<b>5,376</b> <b>All Native Students at Western Illinois University</b>
<b>Sauk Valley Community College Transfer GPA</b>	<b>Other Community College Transfer GPA</b>	<b>All Other Transfer GPA</b>	<b>Total Native GPA</b>
<b>Average 2.98</b>	<b>Average 2.91</b>	<b>Average 2.97</b>	<b>Average 2.88</b>

(G.P.A. based on the Western 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  
Instructional Services  
Business, Technology, and Natural Sciences  
**Linley V. White, Dean** [whitel@svcc.edu](mailto:whitel@svcc.edu)

DATE: October 30, 2003

TO: Dr. Deborah Hecht

FROM: Linley White

SUBJECT: Mathematics Club

I am pleased to announce that Sauk Valley Community College's Mathematics Club has received its official charter from the Mu Alpha Theta Community College Mathematics Club. Over twenty students have been very active under the supervision of Steve Shaff, faculty advisor. Some of this year's highlights include:

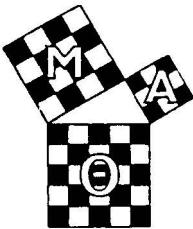
- Prepared an information table at the Fall and Spring SVCC student involvement fairs; distributed handouts to SVCC students regarding club membership, math related careers, math contests, and math study aids.
- Sponsored trip to science and engineering symposium at Argonne National Laboratory last October; (Six student members and two SVCC faculty members toured the Laboratory and heard numerous speakers discuss a wide variety of science related topics and careers)
- Hosted four different 40-minute math contests during Wednesday activity hours Over the course of the academic year; contests were followed by pizza, pop, and discussion
- A club web site was created last fall; includes basic club information and links to other math-related sites
- Fundraising at basketball games. Over \$250 was raised.
- During a club sponsored trip to Chicago in March, participants visited the Adler Planetarium and the Museum of Science and Industry. At the Museum of Science and Industry, an IMAX film called the "Magic of Flight" was presented. This film provided a history of manned flight (since the Wright Brothers) and an insider's view of stunt aerobatics, including the training by the US Navy Blue Angels
- Members of the club will participate in the Adopt a Highway pickup

Professor Shaff and his students are to be commended for their efforts. Please see attachment.

# CHARTER

## Mu Alpha Theta

National High School and Junior and Community College  
Mathematics Club



Be it known that

**Sauk Valley Community College**

is hereby granted a charter for a chapter  
and is accorded all the rights, privileges  
and duties thereof



*Susan Zeller*

CHIEF EXECUTIVE OFFICER

*Paul R. Goodey*

NATIONAL SECRETARY-TRUSTEE

SEAL MINTED AT NORMAN, OKLAHOMA, U.S.A.

21th DAY OF

October

2003

**The Sauk Valley Community College Learning Resource Center has been admitted to ILCSO,  
the Illinois Library Computer Systems Organization.**

On Monday November 10<sup>th</sup>, 2003 Sauk Valley's application to join ILCSO, the Illinois Library Computer Systems Organization, was accepted. ILCSO is the largest consortium of academic and research libraries in Illinois. Its mission is to enhance and expand access to and effectively utilize information resources through collaborative partnerships among ILCSO members and with the Illinois Library community.

After Sauk Valley Community College's LRC becomes a full member of this group, its students faculty and staff will automatically be able to use their Sauk library card to borrow books from any university library which is in the consortium. They will also learn to use the same card catalog software, Illinet, to access Sauk's books as is used by all participating libraries, which means that a student who transfers to a participating institution will already know how to use that institution's library. In addition, Sauk students, faculty, and staff will all be able to log-on to the Illinet system and electronically order books from any participating institution. The books that they order will be automatically delivered (delivery will take about 10 days on the average) to the Sauk Learning Resources Center where they can be picked up. Because of the wide range of materials that are available from the other participating libraries both the quantity and the diversity of materials available to students will increase exponentially.

By becoming part of the consortium, Sauk Valley Community College is making a long-range commitment to maintaining its Learning Resources Center so that it can function as an equal partner with all the other participating institutions in collaboratively sharing library resources. As a consortia member, Sauk is also being fiscally responsible because it is sharing its resources with students throughout Illinois and broadening the resources which are available to its own students. By the end of the summer of 2004, the Learning Resources Center anticipates having completed the process which will make it a full member of ILCSO.

Current full members of ILCSO include: Augustana College, Aurora University, Benedictine University, Bradley University, Catholic Theological Union, Chicago State University, Columbia College, Concordia University, Danville Area Community College, DePaul University, Dominican University, Eastern Illinois University, Elmhurst College, Governors State University, Greenville College, Illinois College, Illinois Institute of Technology, Illinois Math and Science Academy, Illinois State Library, Illinois State University, Illinois Valley Community College, Illinois Wesleyan University, Joliet Junior College, Judson College, Kankakee Community College, Kendall College, Lake Forest College, Lewis and Clark Community College, Lewis University, Lincoln Christian College and Seminary, Lincoln Land Community College, McKendree College, Millikin University, National-Louis University, The Newberry Library, North Central College, North Park University, Northeastern Illinois University, Northern Illinois University, Oakton Community College, Olivet Nazarene University, Robert Morris College, Roosevelt University, Saint Xavier University, School of the Art Institute of Chicago, Southern Illinois University Carbondale, Southern Illinois University Edwardsville, Southern Illinois University School of Medicine, Trinity Christian College, Triton College, University of Illinois at Chicago, University of Illinois at Springfield, University of Illinois at Urbana-Champaign, University of St. Francis, Western Illinois University, and Wheaton College.

For Board Meeting of  
November 20, 2003

Agenda Item J-1

#### TAX LEVY APPROVAL

Attached is the proposed tax levy for 2003 (payable 2004).

**RECOMMENDATION:** Board approval of the 2003 tax levy as presented with the stipulation that the property tax adopted for the calendar year 2003 (to be collected in the calendar year 2004) be allocated 50% for fiscal year 2004 and 50% for fiscal year 2005.



**TO:** Richard Behrendt

**FROM:** Ruth Bittner *RB*

**DATE:** November 7, 2003

**SUBJECT:** 2003 Tax Levy

State law requires us to file a tax levy with the county clerks by the fourth Tuesday of December. Attached is Sauk's proposed Certificate of Tax Levy for 2003. The proposed levy for non-debt funds is less than 105% of the 2002 extension, so no Truth in Taxation hearing is required this year. If approved, the estimated tax rate for 2003 will be 45.71 cents per hundred dollars of equalized assessed valuation (EAV), down from 46.02 cents in 2002. The following table compares the two years' levies and tax rates:

Fund	2002 Extension	2003 Levy Proposed	% Change	2002 Rate	2003 Rate Proposed
Education	\$3,105,945	\$3,230,183	4.00%	\$.2450	\$.2450
Operations & Maintenance	380,320	395,533	4.00%	.0300	.0300
Protection, Health, Safety	626,643	570,640	-8.94%	.0490	.0445
Liability, Protection, Settlement	200,194	250,000	24.88%	.0162	.0195
Social Security/Medicare	92,062	105,000	14.05%	.0075	.0082
Audit	30,377	30,000	-1.24%	.0023	.0023
<b>TOTAL</b>	<b>\$4,435,541</b>	<b>\$4,581,356</b>	<b>3.29%</b>	<b>\$.3500</b>	<b>\$.3495</b>
Bond & Interest	1,398,111	1,380,887	-1.23%	.1102	.1076
<b>TOTAL</b>	<b>\$5,833,652</b>	<b>\$5,962,243</b>	<b>2.20%</b>	<b>\$.4602</b>	<b>\$.4571</b>

Early information from the district's six county assessors indicates that the 2003 EAV will increase about 1.2% from 2002, from \$1,267,732,787 to \$1,283,007,922. However, the actual tax base upon which our tax revenue is collected will not be determined until May 2004. Therefore, the request for tax revenue in the Education and Operations and Maintenance Funds needs to be set slightly higher than the anticipated actual base in order to provide the College with all of the tax revenue previously authorized by the public.

The Protection, Health and Safety levy equals the cost of the capital projects that the Board approved in October. The Bond and Interest levy is the amount needed to meet annual principal and interest payments on our insurance reserve fund and funding bonds.

The Social Security/Medicare and Audit Fund levies are set at estimates of actual costs for those functions next fiscal year. The Liability, Protection and Settlement Fund levy represents estimated expenditures for affirmative action, risk management and public safety functions for next fiscal year, less expected investment earnings from the insurance reserve fund and partial use of the fund's unrestricted balance.

The total tax rate for 2002 was \$.4602 per \$100 of EAV. A house valued at \$100,000 has an EAV of \$33,333, so its Sauk tax in 2002 was \$153.40. The Sauk tax for the same house at the estimated proposed 2003 rate of \$.4571 will be \$152.37, a 0.7% decrease. The proposed non-debt rate of \$.3495 is the lowest since 1986.

In addition to the statements made on the accompanying Certificate of Tax Levy, by approving this resolution the Board of Trustees also approves the following statement for GASB accounting purposes:

**That the property tax levy adopted by the Board of Trustees for the calendar year 2003 to be collected in the calendar year 2004 be allocated 50% for fiscal year 2004 and 50% for fiscal year 2005.**

I recommend Board of Trustee approval of the 2003 tax levy as presented. Thank you.

On November 20, 2003, the Board of Trustees of Illinois Community College District 506 (Sauk Valley Community College) formally adopted the 2003 payable 2004 Tax Levy as follows:

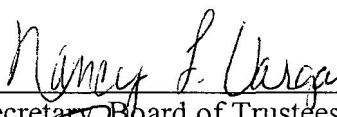
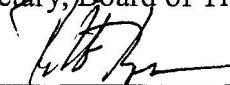
Member Varga made a motion  
to adopt the 2003 payable 2004 Tax Levy as presented.

Member Andersen seconded the motion.

The roll call vote was as follows:

Simpson	<u>Y</u>
Cox	<u>Y</u>
Dixon	<u>Y</u>
Andersen	<u>Y</u>
Thompson	<u>Y</u>
Varga	<u>Y</u>
von Bergen Wessels	<u>N</u>
Engleking	<u>Y</u>

A copy of the adopted tax levy is enclosed.

  
\_\_\_\_\_  
Nancy F. Varga  
Secretary, Board of Trustees  
  
\_\_\_\_\_  
Chairman, Board of Trustees

## Appendix B3

## CERTIFICATE OF TAX LEVY

Community College District No. 506 County(ies) Bureau, Carroll, Henry, Lee, Ogle and Whiteside  
 Community College District Name: Sauk Valley Community College and State of Illinois

We hereby certify that we require:

the sum of \$ 3,230,183

to be levied as a tax for educational purposes (110 ILCS 805/3-1), and

the sum of \$ 395,533

to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and

the sum of \$ \_\_\_\_\_

to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and

the sum of \$ 250,000

to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/9-107), and

the sum of \$ 105,000

to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and

the sum of \$ 30,000

to be levied as a special tax for financial audit purposes (30 ILCS 310/9), and

the sum of \$ 570,640

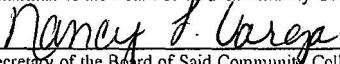
to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01), and

the sum of \$ \_\_\_\_\_

to be levied as a special tax for (specify) \_\_\_\_\_ purposes, on the taxable property of our community college district for the year 20\_\_\_\_\_. 

Signed this 20th day of November, 2003

  
 Chairman of the Board of Said Community College District

  
 Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 2

2

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

-----  
 (DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

Bureau, Carroll, Henry,

This is to certify that the Certificate of Tax Levy for Community College District No. 506 County(ies) of Lee, Ogle and Whiteside and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2003 was filed in the office of the County Clerk of this county on \_\_\_\_\_, 2003.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2003 is \$1,380,887.

Bureau

Date

County Clerk and County

## Appendix B3

## CERTIFICATE OF TAX LEVY

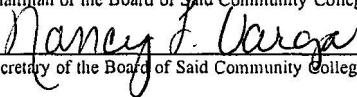
Community College District No. 506 County(ies) Bureau, Carroll, Henry, Lee, Ogle and Whiteside  
 Community College District Name: Sauk Valley Community College and State of Illinois

We hereby certify that we require:

the sum of \$ 3,230,183 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and  
 the sum of \$ 395,533 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and  
 the sum of \$ \_\_\_\_\_ to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and  
 the sum of \$ 250,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ICLS 1G/9-107), and  
 the sum of \$ 105,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and  
 the sum of \$ 30,000 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and  
 the sum of \$ 570,640 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01), and  
 the sum of \$ \_\_\_\_\_ to be levied as a special tax for (specify) \_\_\_\_\_ purposes, on the taxable property of our community college district for the year 20\_\_\_\_.

Signed this 20th day of November 2003

  
 Chairman of the Board of Said Community College District

  
 Nancy J. Carga  
 Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 2.

2

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

-----  
 (DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 506 County(ies) of Bureau, Carroll, Henry, Lee, Ogle and Whiteside and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2003 was filed in the office of the County Clerk of this county on \_\_\_\_\_, 20\_\_\_\_.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2003 is \$ 1,380,887.

Date

Carroll

County Clerk and County

## Appendix B3

## CERTIFICATE OF TAX LEVY

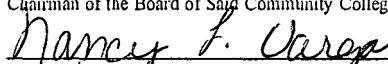
Community College District No. 506 County(ies) Bureau, Carroll, Henry, Lee, Ogle and Whiteside  
 Community College District Name: Sauk Valley Community College and State of Illinois

We hereby certify that we require:

the sum of \$ 3,230,183 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and  
 the sum of \$ 395,533 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and  
 the sum of \$ \_\_\_\_\_ to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and  
 the sum of \$ 250,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ICLS 1C/9-107), and  
 the sum of \$ 105,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and  
 the sum of \$ 30,000 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and  
 the sum of \$ 570,640 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01), and  
 the sum of \$ \_\_\_\_\_ to be levied as a special tax for (specify) \_\_\_\_\_ purposes, on the taxable property of our community college district for the year 20\_\_\_\_

Signed this 20th day of November, 20 03

  
 Chairman of the Board of Said Community College District

  
 Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 2.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

-----  
 (DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 506 County(ies) of Bureau, Carroll, Henry, Lee, Ogle and Whiteside and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2003 was filed in the office of the County Clerk of this county on \_\_\_\_\_, 20\_\_\_\_.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2003 is \$ 1,380,887.

Henry

Date \_\_\_\_\_

County Clerk and County \_\_\_\_\_

## Appendix B3

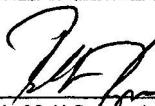
## CERTIFICATE OF TAX LEVY

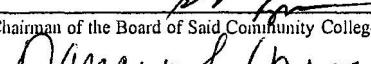
Community College District No. 506 County(ies) Bureau, Carroll, Henry, Lee, Ogle and Whiteside  
 Community College District Name: Sauk Valley Community College and State of Illinois

We hereby certify that we require:

the sum of \$ 3,230,183 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and  
 the sum of \$ 395,533 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and  
 the sum of \$ \_\_\_\_\_ to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and  
 the sum of \$ 250,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ICLS 109/107), and  
 the sum of \$ 105,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and  
 the sum of \$ 30,000 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and  
 the sum of \$ 570,640 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01), and  
 the sum of \$ \_\_\_\_\_ to be levied as a special tax for (specify) \_\_\_\_\_ purposes, on the taxable property of our community college district for the year 20\_\_\_\_.

Signed this 20th day of November, 20 03

  
 Chairman of the Board of Said Community College District

  
 Secretary of the Board of Said Community College District

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Number of bond issues of said community college district which have not been paid in full 2.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

(DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 506 County(ies) of Bureau, Carroll, Henry, Lee, Ogle and Whiteside and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 20 03, was filed in the office of the County Clerk of this county on \_\_\_\_\_, 20 \_\_\_\_.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 20 03 is \$ 1,380,887.

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Lee  
 County Clerk and County

## Appendix B3

## CERTIFICATE OF TAX LEVY

Community College District No. 506 County(ies) Bureau, Carroll, Henry, Lee, Ogle and Whiteside  
 Community College District Name: Sauk Valley Community College and State of Illinois

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to be levied as a special tax for (specify) \_\_\_\_\_ purposes, on the taxable property of our community college district for the year 20\_\_\_\_.

Signed this 20th day of November, 2003

Chairman of the Board of Said Community College District

Nancy F. Urey  
 Secretary of the Board of Said Community College District

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(DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 506 County(ies) of Lee, Ogle and Whiteside and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2003 was filed in the office of the County Clerk of this county on \_\_\_\_\_, 20\_\_\_\_.

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Date \_\_\_\_\_

Ogle  
 County Clerk and County

## Appendix B3

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Signed this 20th day of November, 20 03

Nancy J. Largen  
 Chairman of the Board of Said Community College District

Nancy J. Largen  
 Secretary of the Board of Said Community College District

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(DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

Bureau, Carroll, Henry,

This is to certify that the Certificate of Tax Levy for Community College District No. 506 County(ies) of Lee, Ogle and Whiteside and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2003 was filed in the office of the County Clerk of this county on \_\_\_\_\_, 20\_\_\_\_\_.  
 (Signature)

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Whiteside

Date

County Clerk and County

## Appendix B3

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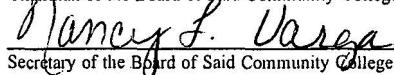
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 Chairman of the Board of Said Community College District

  
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For Board Meeting  
November 20, 2003

Agenda Item J-2

### INTERNET TUITION

The Instructional Affairs Council is recommending a change in the rate structure for internet tuition to a single rate (currently \$60 per credit), for in-state students as well as out-of-state students. Also attached for your information is the original proposal of February 18, 1998.

RECOMMENDATION: Board approval of internet tuition changes as presented.

TO: Dr. Richard Behrendt  
FROM: Dr. Deborah Hecht *Deborah*  
DATE: November 12, 2003  
RE: Tuition for Internet classes

In February, 1998, we came to the Board of Trustees to request that there be only two rates for internet courses – in-state tuition for all in-state students (currently \$60 per credit), and out-of-state tuition (currently \$91 per credit). The rationale we used was that this differential tuition would replace the state reimbursement that we do not receive for out-of-state students.

At this time, we would like the Board to reconsider this differential tuition. As we become more of a player in the internet market, this differential tuition may be hurting us in this competitive market. We are particularly concerned that our Criminal Justice degree, which is unique in this area, and which is currently available completely on-line, may lose potential out-of-state students because of this differential.

While most of our peer institutions still maintain this differential rate structure (in-state and out-of-state), most of the larger institutions in Illinois (College of DuPage, McHenry, Chicago City Colleges, Parkland, Oakland, and Elgin, to name a few) are moving to one rate internet course tuition. There has also been discussion of this issue at the state level through the Illinois Virtual Campus.

This tuition differential places Sauk Valley Community College at a competitive disadvantage relative to other Illinois schools who currently charge in-district tuition for all internet courses. As students review course options on the web, price becomes a consideration when several schools offer the same course. Charging in-district tuition will put us on par with other schools and potentially increase enrollment in these courses.

Statewide, the number of out-of-state internet enrollments is increasing at a rate of approximately 1% per year (according to Iris Stovall, the Director of the Illinois Virtual Campus) from 2% of all internet enrollments in FY01, to 3% in FY 02, to 4% in FY 03. This may be a potentially lucrative market for Sauk Valley.

Although we recognize that we should “reward” the students of this state since they pay taxes to support their educational institutions, we also believe that keeping low tuition for out-of-state students is a marketing tool. We believe we have an excellent reputation for our internet courses and would like to make them available, without monetary “penalty” to students out of our state and district.

Over the last few years, only 2-4 out-of-state students per year have taken advantage of our internet courses. If we were to implement this proposed tuition structure, we would lose the higher tuition these students currently pay; however, we may be able to market our internet courses to a broader, out-of-state audience and therefore increase tuition revenue.

The Instructional Affairs Council has recommended that the Board of Trustees accept this change in tuition structure and charge in-district tuition for all internet courses.

# **SAUK VALLEY COMMUNITY COLLEGE**

## **INFORMATION SYSTEMS**

### **MEMORANDUM**

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**To:** Richard Behrendt

**From:** Jami Bradley, Phil Gover, Joan Kerber, Walt Clevenger, Alan Pfeifer

**Date:** February 18, 1998

**Subject:** Recommendation for Tuition-- Internet-Based Courses

**Background:**

An Internet-based course uses the Internet as a means of delivering the course to the student. Internet-based courses are asynchronous in nature, which means they allow the student to take the course at any time and at any place there is Internet access.

The College is presently offering the following Internet-based courses:

Fall 97	Enrollment	Spring 98	Enrollment
Hum 210 Kris Murray	5	Eng 111 Deb Okey	13
		Eng 101 Karen Pinter	8
		Hum 210 Kris Murray	15

One of the factors that precipitated this memo is that there are seven people in Connecticut that are interested in taking Sauk's Eng 111 (Technical Writing Class--Deb Okey) through the Internet. Since these people are out-of-state, the College would normally charge out-of-state tuition. But we are concerned that this tuition rate could price the College out of the market. Cost is one of the factors that determines where a student takes course, and the Internet-based course market will become even more competitive in the future.

Colleges are offering complete degrees via the Internet-- not just courses. One of SVCC's goals is to be able to offer a degree (criminal justice) delivered through the Internet by the year 2001.

The College's tuition rates are based on residency status and are as follows:

**Residency Status      Per Credit Hour**

In-district	\$ 44.00
Out-of-district	\$128.17
Out-of-state	\$166.64

According to ICCB, the Board of Trustees does have the ability to waive or alter tuition rates. Presently, the College does not charge an additional fee to cover costs associated with providing distance learning capability (i.e., compressed video, and telecourses).

**Recommendation:**

We recommend that the College establish the following tuition rates for all Internet-based courses:

1. In-state students would be charged the current in-district rate (\$44.00 for 97-98; \$46 for 98-99)
2. Out-of-state students would be charged the same current in-district rate + the current average ICCB reimbursement (for a current total of \$76.00)\*

While the College receives state reimbursement for in-district and out-of-district students, the College does not receive any state reimbursement for out-of-state students. Therefore, the College needs to apply an additional tuition amount for out-of-state students. The average ICCB reimbursement applied to out-of-state students seems a fair method to equalize the College revenue rates.

Since the offering of Internet-based courses are in their infancy, we recommend that the above Internet tuition rates be viewed as a one-year pilot and that the Board of Trustees review Internet tuition rates at their February 1999 meeting.

**Rationale:**

The rationale for waiving the out-of-district and the out-of-state tuition rates for Internet-based courses are as follows:

SVCC will be taking a very aggressive posture in the development and the marketing of Internet-based courses. The Internet-based course arena will become more competitive given that the student can attend many universities and colleges without leaving home. Anytime the College can enroll an out-of-

state student or an out-of-district student for Internet-based courses and the College can cover the instructional costs, it helps to offset the fixed costs. Adopting an aggressive Internet-based course tuition structure will assist the College in the recruitment of distance learners and distance learners will not be availing themselves of all the local service costs provided by the College. (i.e., utilities, classroom space, etc.)

\* Each course that the College teaches for credit is categorized into one of six funding categories. The average state reimbursement is determined by taking the total state reimbursement and dividing by the College hours. In effect, the College's reimbursement is a weighted average.

For Board Meeting  
November 20, 2003

Agenda Item N-1

RESOLUTION

The attached resolution expresses the Board's appreciation to former Board member Dr. B.J. Wolf for his fourteen years as a Trustee.

RECOMMENDATION: Board approval of the attached resolution.

# SAUK VALLEY COMMUNITY COLLEGE

## RESOLUTION

**Dr. B.J. Wolf**

November 20, 2003

**WHEREAS,**

Dr. B.J. Wolf has served fourteen years as a Trustee in a manner that demonstrated a consistently high level of boardsmanship, commitment and distinction, as well as outstanding individual commitment, perception, and professional responsibility; and

**WHEREAS,**

Dr. Wolf has served eight of his fourteen years as Board Vice Chair or Chair, providing leadership that promoted open deliberations, sound decisions, and wise direction; and

**WHEREAS,**

Dr. Wolf has been the Board's Representative and was active in the Illinois Community College Trustees Association, chairing the Government Relations Committee and representing the College at ICCTA's Lobby Day;

**THEREFORE  
BE IT  
RESOLVED**

That the Board of Trustees extends to Dr. Wolf its sincere appreciation for his past service and best wishes for personal health and success in all his future endeavors.

Board of Trustees  
Sauk Valley Community College  
College District #506

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For Board Meeting  
November 20, 2003

Agenda Item N-2

#### STUDENT HOUSING SEWAGE EASEMENT

As the student housing project progresses, it is necessary to indicate to the Lee County Health Department that the project will be able to tie into the College's sewage treatment plant. The attached resolution authorizes such an agreement.

RECOMMENDATION:      Board approval of the attached resolution.

**TO:** Richard Behrendt  
**FROM:** Ruth Bittner *rb*  
**DATE:** November 11, 2003  
**SUBJECT:** Student housing sewage easement request

As the student housing project progresses to the point of requesting rezoning, it is necessary to indicate to the Lee County Health Department that the project will be able to tie into the College's sewage treatment plant. Therefore, it is recommended that the Board approve the attached resolution authorizing such an agreement. (The Board approved a similar resolution in April 1998 when a different developer was involved with the project.)

Thank you.

**RESOLUTION**  
**SAUK VALLEY COMMUNITY COLLEGE BOARD**

WHEREAS, Sauk Valley Community College Foundation (“Foundation”) is considering building a student housing development on property adjacent to College property which will be used to house students attending College; and

WHEREAS, such student housing development will provide affordable and convenient housing to students of the College; and

WHEREAS, it is not economically feasible for the Foundation to provide an on-site sewerage treatment system for said student housing development; and

WHEREAS, the College’s sewerage treatment plant has excess capacity; and

WHEREAS, utilization of the College’s sewerage treatment plant for residential sanitary waste generated by the occupants of student housing would help minimize residential costs of the students; and

WHEREAS, it is in the best interest of the College to earn revenues from further utilization of the excess capacity of its sewerage treatment plant; and

WHEREAS, if the College will permit the student housing development to attach to the existing sewerage system, the Foundation will, at its sole cost and expense, construct and maintain all sewer lines from the student housing development and thereafter pay a reasonable fee for the treatment of waste and maintenance of the system; and

WHEREAS, to permit the connection and use of the College’s sewerage treatment plant and facilities, the Foundation is willing to enter into appropriate license and easement agreements with the College upon terms satisfactory to College; and

WHEREAS, any such license and easement agreements shall provide for disconnection from the College's sewerage treatment plant in the event the student housing development ceases to be used for student housing; and

WHEREAS, the College has heretofore adopted a resolution authorizing connection to and use of the College's sewerage treatment plant by a student housing development; and

NOW, THEREFORE, IT IS RESOLVED:

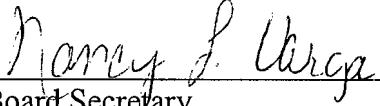
The College shall permit the Sauk Valley Community College Foundation and its assigns to attach a sanitary sewer main to the College's existing sewerage treatment plant for purposes of serving a student housing development to be situated on property adjacent to the College. The terms and conditions of such connection and continued use shall be incorporated into such written agreements as required by this Board. Any such agreements shall include appropriate safeguards to assure the College that the Foundation shall 1) pay all costs and expense associated with connecting to the College's sewerage treatment plant; 2) pay College a reasonable fee for all treatment of the waste generated from the student housing development, and 3) hold College harmless and indemnify College for any costs or expenses it may incur resulting from connection to, use and maintenance of the College sewerage treatment plant and facilities by the student housing development.

Date: November 20, 2003



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John L. Ulrich  
Board Chairman



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Nancy J. Ulrich  
Board Secretary

***CONFIDENTIAL*****TO:** Richard Behrendt**To Be Discussed**  
**In Closed Session****FROM:** Ruth Bittner *Bob***DATE:** November 10, 2003**SUBJECT:** Proposal to lease space at Northland Mall

Michael Rodenas, representing the owners of Northland Mall in Sterling, has asked if SVCC is interested in leasing space in the former Woolworth's anchor store at the mall. Jim Frederick, Carl Paxton, Deborah Hecht, Linley White, Lavonne Colloton (State of Illinois) and I toured the space this week.

The mall has 36,000 square feet available that they believe is no longer viable as a retail store because of the subdivision of two-thirds of its front into two smaller stores and because of an inability to rent it for many years. They are willing to be extremely flexible on lease terms with us simply to gain a quality tenant. Commercial lease rates in the area average around \$6 to \$8 per square foot per year; I have heard rates quoted for more viable retail Northland Mall space as high as \$15. The initial rate suggested for us by Mr. Rodenas is \$2.50 or \$3, and even that is negotiable. As a comparison, Heartland Community College in Bloomington, which leases a number of sites around their district, pays from \$8 to \$12 for retail areas and a low of \$7 for space in a public library.

Two SVCC programs that might benefit from a move to Northland Mall are Adult Education and Corporate and Community Services. Adult Education is currently based at Wallace School in Sterling and on campus in various classrooms. Corporate and Community Services is on campus and uses classrooms here and at clients' facilities. This year we are paying \$10,411 for 2,688 square feet in four Adult Ed classrooms at Wallace (\$3.87 per square foot), with a lease that runs through June 2004. The Adult Ed program is not allowed to charge fees for its classes, so its finances are totally dependent on State grants and a subsidy from SVCC. The program's budget is extremely tight, so a significant increase in rent for them would not be welcome.

For Adult Education, while the location is not in the heart of the Latino community like Wallace School, the mall is still fairly accessible for Adult Ed's core population. It has advantages over Wallace in terms of parking, safety, handicapped accessibility, and marketing opportunities through exposure to foot traffic. There would also be space for program expansion.

We plan for Corporate and Community Services to move into building T-1 when it has been remodeled. That building will include CCS classrooms, a manufacturing trainer, and our credit industrial tech programs. Currently CCS's ability to schedule programs is hampered by having

to compete for space with the credit programs. However, even if the Governor were to free up the T-1 money now, it would take at least until January 2006 and possibly fall 2006 before the move-in could occur. That timetable gets pushed back as long as the money remains frozen. In contrast, we could probably move into the mall by summer 2004.

At the mall, CCS would gain dedicated classroom space and high visibility immediately. We could plan for CCS to use its two-plus years in the mall as a period in which to develop the business they can't do now because of their current lack of space. Then when they move into T-1 they should be well geared up to take advantage of that building's additional space plus the special purpose rooms such as a manufacturing trainer. The vacated mall space could then be used either to expand Adult Ed or as an extension site for CCS or general classes.

We need to expand this analysis into a detailed business plan to determine if the mall will work well for SVCC.

We do not need all of the mall's 36,000 square feet. However, several State offices might be interested in sharing the space with us. If that were the case, we could work to develop a true synergistic one-stop shop for employment services and job training by having the State, Adult Ed and CCS programs all located in one place. The State offices already pay significant rent for their current locations, so they would simply need to transfer the rent payments to a new landlord and pay for remodeling. Sharing space with the State makes a mall location much more financially feasible for SVCC and would also increase activity. In fact, if the State decides not to share the space with us, the finances could become so risky as to become prohibitive for us.

I estimate that we could use a total of 11,384 square feet (plus hallways) at the mall: 4,720 square feet for Adult Ed in three classrooms, a child care center, storage and five offices; 4,264 square feet for Corporate and Community Services in three classrooms, a conference room, storage and six offices; and 2,400 square feet for common areas in a lounge, catering kitchen and restrooms. If we use existing furniture and equipment for these operations as much as possible, I estimate that we would still need to spend \$38,000 for new furniture and \$100,000 for computer equipment. I estimate that the remodeling construction costs would be around \$500,000.

(IMPORTANT: These are all extremely rough estimates that should not be relied upon for detailed approvals.)

The mall is willing to do the remodeling according to our wishes and then be reimbursed through the monthly rent. They are seeking a five to ten year commitment. Paying back \$500,000 over ten years would cost about \$65,000 per year including interest. Utilities would be in addition to the rental rate.

The lease cost and the equipment purchase cost could both be paid through funding bonds if we wish. As an alternative, we could challenge Corporate and Community Services to cover the cost by making that much profit on their offerings.

In negotiating a contract with the mall, Rob Widmer at Heartland Community College advises that we should be careful to spell out all terms in the contract. Some terms to cover include

utilities, detailed repair and maintenance responsibilities, annual rent increase methodology, and an escape clause.

As an additional point of interest, today Mr. Rodenas called to check on our progress. I informed him that we most likely could take no formal action until our December Board meeting, if we choose to move forward with this project. He mentioned that late last week he visited with Rev. Scott Porter of Abiding Word church to determine if the church was interested in leasing the space.

I recommend that we continue to investigate leasing the mall space. We should determine the level of interest from the State agencies and prepare a detailed business plan. Then we should approach the mall to negotiate terms. A lease of five years or more requires approval by the SVCC Board and by the ICCB. If the remodeling cost is included in the lease, no special additional approval is required. If it is to be paid for separately, the remodeling would require SVCC Board approval and ICCB approval. The State agencies would likely have to gain CMS approval for the lease, and CDB approval only if the remodeling is paid separately.

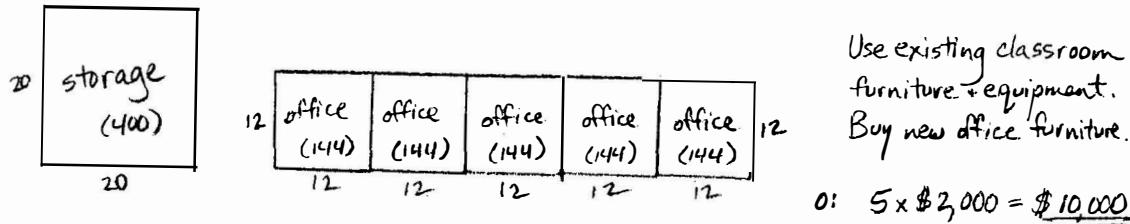
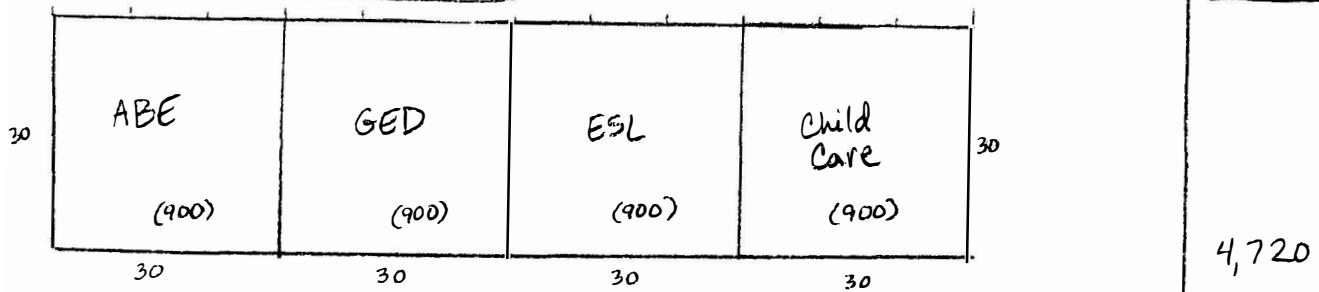
Thank you.

# Northland Mall space needs

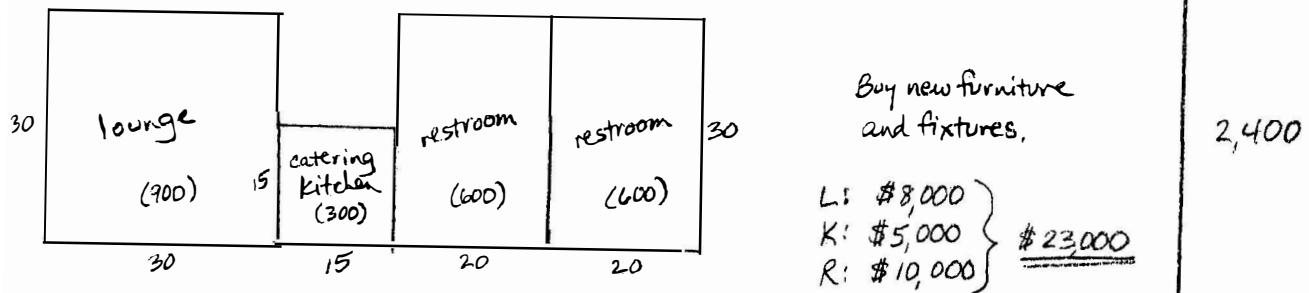
(11/15/03)

Square  
Feet

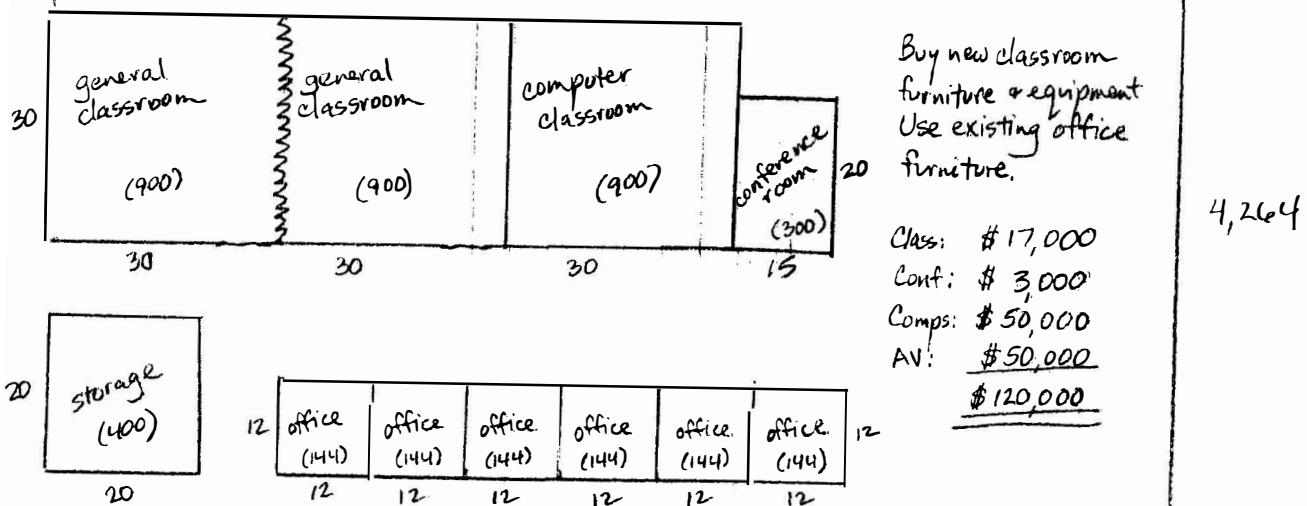
## Adult Education



## Common Space



## Corporate + Community Services



(+ hallways)

Total size

11,384 sq ft

Furniture + equipment cost

\$153,000

SVCC Corporate & Community Services Income Statements (without Credit Hour Grants) FY 00 - 04																				
			FY 00			FY 01			FY 02			FY 03			FY 04 (budget)					
			Tuition	Expends	Net	Tuition	Expends	Net	Tuition	Expends	Net									
Technical Occ-Corporate	1,756	19,302	-17,546	113,043	112,156	887	14,182	16,893	-2,711	9,934	7,584	2,350	10,000	26,400	-16,400					
Technical Occ-Community	0	0	0	0	0	0	258,492	221,313	37,179	50,618	28,093	22,525	54,600	31,065	23,535					
Health Occupational										0	18,941	-18,941								
Corp Serv Prof Develop	141,395	38,252	103,143	107,173	52,918	54,255	105,943	81,750	24,193	212,873	147,413	65,460	252,218	123,000	129,218					
Corp Serv Computer Training	41,630	13,155	28,475	12,505	5,775	6,730	21,013	17,525	3,488	2,860	3,029	-169	1,000	1,000	0					
Dean of CCS	0	5,334	-5,334	0	109	-109	6,052	0	6,052	0	0	0	0	0	0					
Corp Svc Admin	0	24,654	-24,654	0	33,176	-33,176	0	28,105	-28,105	0	32,555	-32,555	0	83,856	-83,856					
Total Corp Services	184,781	100,697	84,084	232,721	204,134	28,587	405,682	365,586	40,096	276,285	237,615	38,670	317,818	265,321	52,497					
Leisure	16,392	10,000	6,392	12,667	7,936	4,731	36,867	14,371	22,496	17,692	12,208	5,484	17,000	7,900	9,100					
Tours & Events	8,634	7,639	995	6,198	1,858	4,340	2,942	2,930	12	6,869	3,589	3,280	5,000	3,900	1,100					
Senior Programs	6,104	3,395	2,709	210	590	-380	0	566	-566	1,880	949	931	1,400	1,350	50					
Youth Programs	5,642	2,927	2,715	2,006	2,965	-959	8,617	8,678	-61	22,029	10,154	11,875	4,000	3,500	500					
Concert/Lecture Series	16,450	5,850	10,600	0	0	0	116	749	-633	143	124	19	200	575	-375					
Computers	18,090	10,939	7,151	30,817	15,206	15,611	28,338	39,318	-10,980	22,309	14,677	7,632	18,000	9,950	8,050					
Health & Personal Develop	10,957	5,735	5,222	8,600	6,986	1,614	10,071	3,964	6,107	12,192	10,310	1,882	9,000	6,000	3,000					
Professional Development	17,074	11,436	5,638	53,215	25,548	27,667	14,323	16,512	-2,189	26,995	15,848	11,147	18,000	11,150	6,850					
Polygraph Institute	0	0	0	0	0	0	3,500	3,415	85	24,500	18,979	5,521	16,000	12,200	3,800					
Baccalaureate-Transfer	0	1,110	-1,110	0	0	0	0	0	0	0	0	0	0	0	0					
Community Svc Admin	0	59,910	-59,910	0	62,768	-62,768	0	63,849	-63,849	0	73,229	-73,229	0	77,421	-77,421					
Total Comm Services	99,343	118,941	-19,598	113,713	123,857	-10,144	104,774	154,352	-49,578	134,609	160,067	-25,458	88,600	133,946	-45,346					
Total CCS	284,124	219,638	64,486	346,434	327,991	18,443	510,456	519,938	-9,482	410,894	397,682	13,212	406,418	399,267	7,151					
* Does not include State Credit Hour grant revenue generated.																				
ICCB Busns & Industry grant	93,854				94,165			93,022			87,358			53,469						
ICCB Curr Workforce Trng gt	0				46,472			61,448			50,000			0						

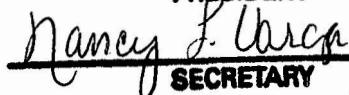
Sauk Valley Community College  
Board of Trustees  
November 20, 2003

<u>Summary of Bills Payable</u>	<u>Amount</u>
General Operating Funds	\$ 2,600,038.32
Restricted Fund	\$ 1,267,582.23
<b>TOTAL</b>	<b><u>\$ 3,867,620.55</u></b>

SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY

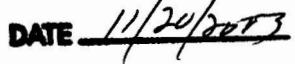


PRESIDENT



Nancy L. Largen

SECRETARY



DATE 11/20/2003

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Union Bank Tampico	00		Time Deposits	Certificate of Deposit 6 Months	1,000,000.00
Crest Foods	01		Tuition Billed to Employer	Refund for C Henry	24.00
Open Sesame Daycare	01		Tuition Billed to Employer	Refund-B Newton	81.00
Consolidated Management Co	01		Foundation Expense	Coffee for Student Housing Meeting	15.00
Consolidated Management Co	01		Foundation Expense	Breakfast Meeting	136.25
Consolidated Management Co	01		Foundation Expense	Breakfast Meeting	52.50
Morris Septic	01		Foundation Expense	Rental for 5K Run	100.00
State Universities Retirement	01		SURS Payable		30,891.83
Select Employees Credit Union	01		Credit Union Payable		11,521.04
SVCC Faculty Association	01		Faculty Association Payable		1,213.41
Minnesota Child Support Paymen	01		Wage Garnishment Payable	GARNISHMENT	316.80
RRCA-Management	01		Wage Garnishment Payable	GARNISHMENT	132.90
Trademark Insurance	01		Optional Life Insurance		399.87
Illinois Mutual	01		Optional Disability Insurance		3.89
SVCC Foundation	01		Foundation Payable		70.50
American Express Financial Adv	01		American Express		245.00
Equitable Life Assurance	01		Equitable		132.00
Federal Life Insurance Company	01		Federal Life		20.00
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
Fidelity Investments	01		Fidelity Investments	ACCRUED ANNUITIES-Fidelity Investments	60.00
Waddell & Reed, Inc	01		Waddell & Reed		285.00
Abell, Jeffrey R.	01		Accounts Payable	PELL	1,000.00
Abell, Tammy J.	01		Accounts Payable	PELL	1,202.53
Abell, Tiffany R.	01		Accounts Payable	PELL	560.70

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Abell, William F.	01		Accounts Payable	PELL	1,261.25
Ackeberg, Elizabeth M.	01		Accounts Payable	PELL	300.55
Adams, Kristine L.	01		Accounts Payable	PELL/EOG	439.00
Adams, Mike E.	01		Accounts Payable	PELL	423.46
Adams, Rylan D.	01		Accounts Payable	MAP GT	337.50
Adams, Rylan D.	01		Accounts Payable	PELL	2,025.00
Alba, Julie M.	01		Accounts Payable	PELL	1,519.00
Albee, Karen S.	01		Accounts Payable	PELL	65.58
Aldridge, Mandy	01		Accounts Payable	PELL/EOG	1,438.81
Allen, Kelly M.	01		Accounts Payable	PELL	133.84
Altenburg, Haylee	01		Accounts Payable	Online Refund	17.00
Altepeter, Michelle L.	01		Accounts Payable	PELL/EOG	931.49
Anderson, Erica S.	01		Accounts Payable	PELL	277.48
Anderson, Kaci D.	01		Accounts Payable	fnrndtn bal	430.00
Anderson, Suzan E.	01		Accounts Payable	MAP GT	50.62
Anderson, Wendy L.	01		Accounts Payable	PELL/EOG	622.80
Ankney, John W.	01		Accounts Payable	PELL	875.00
Ankney, Serrell E.	01		Accounts Payable	PELL	662.50
Arduini, Cathy L.	01		Accounts Payable	PELL	525.00
Ashby, James R.	01		Accounts Payable	PELL	819.92
Asiku, Fatlume	01		Accounts Payable	PELL	876.80
Atkinson, Nicoie L.	01		Accounts Payable	fnrndtn bal	55.00
Audette, Derick J.	01		Accounts Payable	PELL	450.00
Aurand, Nikki K.	01		Accounts Payable	PELL	594.65
Bailey, Amanda S.	01		Accounts Payable	PELL	64.00

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Bailey, Zada B.	01		Accounts Payable	PELL	873.54
Baker, Jessica M.	01		Accounts Payable	PELL	785.31
Barnett, Kimberly S.	01		Accounts Payable	PELL	1,085.17
Barnum, Ashley J.	01		Accounts Payable	PELL	1,531.98
Barron, Roberto	01		Accounts Payable	PELL	890.86
Barsema, Matthew J.	01		Accounts Payable	PELL	280.00
Bartels, Tim M.	01		Accounts Payable	Stafford Bal	566.38
Barton, Kelli A.	01		Accounts Payable	PELL	155.00
Barton, Megan M.	01		Accounts Payable	FNDTN	350.00
Bates, Jenny L.	01		Accounts Payable	PELL	1,148.26
Bear, Alex E.	01		Accounts Payable	PELL	947.00
Bear, Alex E.	01		Accounts Payable	Stafford Ln	1,273.61
Becker, Matthew T.	01		Accounts Payable	PELL	381.86
Becker, Tamara E.	01		Accounts Payable	PELL	336.86
Behrens, Dennis R.	01		Accounts Payable	PELL	30.42
Behrens, Thomas J.	01		Accounts Payable	PELL	508.00
Bellini, James A.	01		Accounts Payable	PELL	1,600.00
Bender, Joanne E.	01		Accounts Payable	PELL	329.88
Bender, Kari A.	01		Accounts Payable	FNDTN BAL	35.00
Bennett, Ashley A.	01		Accounts Payable	PELL	785.00
Bennett, Lori L.	01		Accounts Payable	PELL	788.67
Bennett-Clayton, Marilyn M.	01		Accounts Payable	PELL	270.87
Bentz, Christopher D.	01		Accounts Payable	PELL	326.98
Bergstrom, Rebecca L.	01		Accounts Payable	PELL	1,405.47
Bhuiyan, Mohammad E.	01		Accounts Payable	PELL	1,650.00

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Bieneman, Debbie A.	01		Accounts Payable	PELL	393.92
Biller, Thomas E.	01		Accounts Payable	PELL/EOG	281.50
Bittinger, Larry G.	01		Accounts Payable	PELL	12.91
Bittner, Shannon N.	01		Accounts Payable	Fndtn bal	202.50
Blackburn, Sara L.	01		Accounts Payable	PELL	1,013.00
Blackburn, Tracy L.	01		Accounts Payable	PELL	315.41
Blase, Russell E.	01		Accounts Payable	PELL	650.00
Blumhoff, Amanda L.	01		Accounts Payable	PELL	818.31
Blythe, Corrine M.	01		Accounts Payable	PELL/IIA	1,252.47
Bock, Jada M.	01		Accounts Payable	PELL	136.14
Bonnell, Jennifer L.	01		Accounts Payable	Fndtn bal	130.25
Bonnell, Robert P.	01		Accounts Payable	Online Refund	12.00
Book, Gabriel A.	01		Accounts Payable	Stafford Loan	363.75
Book, Gabriel A.	01		Accounts Payable	PELL	1,804.33
Boostrom, Erika A.	01		Accounts Payable	PELL	982.40
Boss, Brandon	01		Accounts Payable	PELL/IIA	991.50
Bovey, Theresa A.	01		Accounts Payable	PELL	452.55
Bowlin, Angela C.	01		Accounts Payable	Online Refund	207.50
Bowlin, Angela C.	01		Accounts Payable	PELL	400.00
Boyle, Jeralynn A.	01		Accounts Payable	PELL	1,204.61
Brands, Jennifer M.	01		Accounts Payable	Fndtn Bal	119.50
Bray, Lucas	01		Accounts Payable	fndtn bal	59.51
Breunig, Karen J.	01		Accounts Payable	PELL/IIA	1,075.04
Bright, Samantha A.	01		Accounts Payable	PELL	620.28
Bruck, Beth A.	01		Accounts Payable	PELL	387.92

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Bruins, Seth T.	01		Accounts Payable	PELL/EOG	17.26
Bruns, Sarah M.	01		Accounts Payable	PELL	963.12
Bryan, Sarah E.	01		Accounts Payable	PELL	462.75
Bufford, Lindsay M.	01		Accounts Payable	PELL	725.00
Bulfer, Bridgette A.	01		Accounts Payable	PELL/EOG	321.24
Bulfer, Jeanette	01		Accounts Payable	PELL	1,067.16
Burmeister, Dustin M.	01		Accounts Payable	PELL	1,711.81
Burnell, Laura E.	01		Accounts Payable	fndtn bal	188.24
Burnell, Laura E.	01		Accounts Payable	PELL/EOG	2,275.00
Bushman, Debra J.	01		Accounts Payable	PELL	388.71
Byrd, Amy M.	01		Accounts Payable	PELL	550.00
Cahill, Bill J.	01		Accounts Payable	fndtn bal	180.00
Campbell, Robert K.	01		Accounts Payable	PELL/EOG	364.00
Campbell, Wendy J.	01		Accounts Payable	PELL/IIA	1,743.46
Canas, Eulalia	01		Accounts Payable	PELL	123.33
Cantu, Cynthia	01		Accounts Payable	PELL/EOG	1,891.43
Cantu, Elisha M.	01		Accounts Payable	PELL	1,617.85
Cantu, Maria E.	01		Accounts Payable	PELL	269.29
Carey, Amos J.	01		Accounts Payable	PELL	448.79
Cash, Anthony M.	01		Accounts Payable	PELL	1,564.12
Cassatt, Jodie N.	01		Accounts Payable	PELL	292.38
Castillo, Etrain J.	01		Accounts Payable	PELL	991.31
Castillo, Elda L.	01		Accounts Payable	PELL	1,836.20
Caudillo, Angelina C.	01		Accounts Payable	PELL	1,283.38
Cavanaugh, Jarred A.	01		Accounts Payable	PELL	554.87

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Cavanaugh, Kimberly R.	01		Accounts Payable	fnndtn gt	500.00
Cavazos, Kimberly R.	01		Accounts Payable	PELL	865.02
Celaya, Agustin J.	01		Accounts Payable	PELL	345.01
Celestino, April M.	01		Accounts Payable	PELL	23.61
Celestino, Deborah L.	01		Accounts Payable	PELL	415.50
Celestino, Ismael H.	01		Accounts Payable	PELL	900.00
Celestino, Jonah M.	01		Accounts Payable	Stafford Bal	50.22
Chambers, Amanda M.	01		Accounts Payable	PELL	497.50
Chapman, Jerry L.	01		Accounts Payable	PELL	905.18
Charleston, Jenelle L.	01		Accounts Payable	PELL	919.04
Chumacero, Talia	01		Accounts Payable	PELL	637.94
Clark, Danyeal L.	01		Accounts Payable	PELL	855.16
Claussen, Logan R.	01		Accounts Payable	PELL/EOG	360.91
Cloyd, Jeremy A.	01		Accounts Payable	PELL	639.38
Cobb, Sharon P.	01		Accounts Payable	PELL	624.60
Coffman, Jaclyn J.	01		Accounts Payable	PELL	588.78
Colclasure, Kimberly J.	01		Accounts Payable	PELL	341.98
Cole, Aleisha J.	01		Accounts Payable	PELL	158.45
Condelee, Mari A.	01		Accounts Payable	PELL	515.12
Condelee, Mari A.	01		Accounts Payable	Stafford ln	1,273.61
Conklen, Katy K.	01		Accounts Payable	PELL	597.75
Conklen, Katy K.	01		Accounts Payable	stafford ln	1,273.61
Considine, Jared P.	01		Accounts Payable	fnndtn bal	120.00
Considine, Jared P.	01		Accounts Payable	PELL	200.00
Cook, Jessica L.	01		Accounts Payable	MAP GT	135.00

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Cook, Jessica M.	01		Accounts Payable	PELL	735.42
Coppotelli, Lindsay S.	01		Accounts Payable	PELL	427.00
Cornelius, Christa J.	01		Accounts Payable	Stafford Loan	1,273.61
Cornelius, Christa J.	01		Accounts Payable	PELL	1,524.58
Cox, Jaime M.	01		Accounts Payable	pell	200.89
Cox, Michael L.	01		Accounts Payable	PELL	195.63
Crawford, Carrie A.	01		Accounts Payable	MAP GT	277.00
Crawford, Carrie A.	01		Accounts Payable	pell	700.00
Crawford, Jaclyn G.	01		Accounts Payable	pell	772.12
Croft, Loni M.	01		Accounts Payable	pell	267.27
Crofton, Patricia I.	01		Accounts Payable	pell	750.00
Cropp, Cameo L.	01		Accounts Payable	Stafford Bal	173.87
Crump, Erica L.	01		Accounts Payable	pell	115.73
Crump, Rebecca A.	01		Accounts Payable	fnndtn gt	250.00
Culbertson, Catherine M.	01		Accounts Payable	pell	849.17
Cunningham, Florence M.	01		Accounts Payable	PELL/EOG	1,301.61
Cunningham, Phyllis A.	01		Accounts Payable	PELL	1,597.00
Dale, Christopher R.	01		Accounts Payable	PELL	397.20
Davidson, Jennifer M.	01		Accounts Payable	PELL	1,644.19
Davila, Candice	01		Accounts Payable	PELL	891.22
Davis, Amber R.	01		Accounts Payable	fnndtn bal	368.55
Davis, Amber R.	01		Accounts Payable	PELL	1,750.00
Davis, Angela L.	01		Accounts Payable	PELL	1,789.75
Davis, Dawn R.	01		Accounts Payable	PELL	287.47
Davis, Laurie L.	01		Accounts Payable	fnndtn bal	707.00

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Davis, Laurie L.	01		Accounts Payable	PELL	350.00
Dawson, Jamyson E.	01		Accounts Payable	PELL	244.95
Day, Amy S.	01		Accounts Payable	PELL	329.05
Deacon, Nina M.	01		Accounts Payable	PELL/IIA	1,346.92
Degner, Jessica M.	01		Accounts Payable	Online Refund	5.00
Delgado, Jamie M.	01		Accounts Payable	PELL	525.00
Denzer, Stephanie A.	01		Accounts Payable	pell	1,725.00
Depuy, Jessica	01		Accounts Payable	PELL	233.80
Devers, Amanda M.	01		Accounts Payable	PELL	638.34
Devers, Susan L.	01		Accounts Payable	Online Refund	41.00
Devers, Susan L.	01		Accounts Payable	Online Refund	73.00
Devine, Geoffrey J.	01		Accounts Payable	Stafford Bal	733.61
Dewey, Virginia L.	01		Accounts Payable	Online Refund	75.00
Dibble, Justin	01		Accounts Payable	PELL	556.80
Dickson, Tuesday L.	01		Accounts Payable	MAP GT	84.37
Diehl, Andrea L.	01		Accounts Payable	fndtn gt	350.00
Dillon, Nadya	01		Accounts Payable	fndtn nsl	215.50
Dillon, Nadya	01		Accounts Payable	PELL	450.00
Dober, Lois A.	01		Accounts Payable	PELL	99.55
Dober, Randal E.	01		Accounts Payable	PELL	415.83
Dolieslager, Brianne L.	01		Accounts Payable	PELL/EOG	413.53
Douglas, Kasandra R.	01		Accounts Payable	Stafford Loan	423.89
Douglas, Kasandra R.	01		Accounts Payable	PELL	1,160.77
Downing, David T.	01		Accounts Payable	PELL/EOG	261.72
Downing, Monica B.	01		Accounts Payable	PELL	447.00

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Doyle, Rosemary L.	01		Accounts Payable	PELL	291.64
Drew, Tanya R.	01		Accounts Payable	PELL	548.83
Duffy, Kimberly A.	01		Accounts Payable	PELL/EOG	1,259.82
Duis, Natalie L.	01		Accounts Payable	PELL	620.00
Dunlea, Kristen M.	01		Accounts Payable	PELL	557.95
Dunn, Joseph W.	01		Accounts Payable	MRS Bal	195.00
Durham, Rosa A.	01		Accounts Payable	PELL	683.77
Durham, Rosa	01		Accounts Payable	Stafford Ln	1,273.61
Dykstra, Becky S.	01		Accounts Payable	PELL	300.00
Eagle, Tia A.	01		Accounts Payable	PELL	1,332.97
Ebersole, Gregg M.	01		Accounts Payable	fdtn bal	1,150.00
Ebersole, Gregg M.	01		Accounts Payable	PELL	700.00
Edwards, April-Lynn	01		Accounts Payable	PELL/IIA	885.30
Egan, Julie A.	01		Accounts Payable	PELL	600.00
Eizenga, Maisie	01		Accounts Payable	Stafford Loan	423.89
Eizenga, Maisie R.	01		Accounts Payable	fdtn bal	99.86
Eklund, Keri	01		Accounts Payable	PELL	1,160.39
Engelbrecht, Elizabeth D.	01		Accounts Payable	PELL	1,855.00
Engleking, Philip J.	01		Accounts Payable	PELL	480.00
Engleking, Rita F.	01		Accounts Payable	PELL	1,213.18
Engleking, Rita F.	01		Accounts Payable	Stafford Ln	1,273.61
Ernst, Katherine I.	01		Accounts Payable	PELL	415.50
Escalante, Ivett M.	01		Accounts Payable	PELL	871.00
Escatel, Carlos	01		Accounts Payable	PELL	546.53
Eshmeeva, Ksenia V.	01		Accounts Payable	PELL	1,977.00

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Esquivel, Jennifer M.	01		Accounts Payable	PELL	1,362.39
Everly, Stacey	01		Accounts Payable	Online Refund	52.00
Everson, Dawn L.	01		Accounts Payable	PELL	905.00
Ewald, Jade C.	01		Accounts Payable	Online Refund	3.00
Fahs, Gina A.	01		Accounts Payable	MAP GT	151.87
Fairbanks, Jennifer L.	01		Accounts Payable	Stafford Bal	26.41
Fargher, Joanie L.	01		Accounts Payable	fndtn bal	65.00
Farris, Ronita L.	01		Accounts Payable	PELL	1,160.65
Fassig, Sarah L.	01		Accounts Payable	PELL	1,501.18
Fay, Wesley A.	01		Accounts Payable	PELL Gt	2,025.00
Feldner, Bryan M.	01		Accounts Payable	Athl Schol	200.00
Fellows, Jennifer L.	01		Accounts Payable	PELL	615.24
Fetzer, Brenda L.	01		Accounts Payable	PELL	143.50
Fink, Lori E.	01		Accounts Payable	Stafford Loan	420.01
Fink, Lori E.	01		Accounts Payable	PELL/EOG	1,022.64
Fischbach, Jon T.	01		Accounts Payable	PELL/EOG	700.00
Fischbach, Mary H.	01		Accounts Payable	PELL	1,773.65
Fisher, Jeannie H.	01		Accounts Payable	PELL	65.95
Fisher, Sarah E.	01		Accounts Payable	PELL	1,098.82
Fisher, Teresa A.	01		Accounts Payable	PELL	1,652.44
Fitzsimmons, Stefanie L.	01		Accounts Payable	PELL/IIA	1,523.75
Fitzsimmons, Stefanie L.	01		Accounts Payable	Stafford Ln	1,273.61
Flannagin, Sara A.	01		Accounts Payable	PELL	759.43
Fogel, Luann	01		Accounts Payable	PELL/EOG	1,434.55
Forren, Rachael L.	01		Accounts Payable	PELL	400.45

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Fortune, Anne M.	01		Accounts Payable	PELL/IIA	1,755.36
Frana, Jerry L.	01		Accounts Payable	Online Refund	25.00
Francis, Corrine M.	01		Accounts Payable	MAP GT	135.00
Frank, Denise R.	01		Accounts Payable	PELL	10.73
Franklin, Terri A.	01		Accounts Payable	PELL	1,607.26
Frederick, Angela M.	01		Accounts Payable	PELL	323.00
Freeman, Tameka C.	01		Accounts Payable	Stafford Loan	1,697.50
Freeman, Tameka C.	01		Accounts Payable	PELL	864.09
French, Michel R.	01		Accounts Payable	PELL/EOG	1,500.63
Frerichs, Bob L.	01		Accounts Payable	PELL/EOG	1,417.61
Frerichs, Nancy M..	01		Accounts Payable	Online Refund	26.25
Frerichs, Nancy M.	01		Accounts Payable	fdndtn bal	400.00
Frerichs, Nancy M.	01		Accounts Payable	PELL/EOEG	1,750.00
Frey, Tamara J.	01		Accounts Payable	PELL	331.84
Fuegen, Matthew B.	01		Accounts Payable	PELL	1,387.08
Fulkerson, Nicki M.	01		Accounts Payable	PELL	212.56
Gabbard, Christina A.	01		Accounts Payable	PELL	307.25
Gaffey, Wess A.	01		Accounts Payable	PELL	162.45
Gaither, Kirsten D.	01		Accounts Payable	PELL	2,025.00
Gallardo, Angela M.	01		Accounts Payable	PELL	1,029.53
Gapski, Crystal S.	01		Accounts Payable	PELL/IIA	1,889.37
Garcia, James M.	01		Accounts Payable	PELL/IIA	1,419.47
Garcia, Vanessa L.	01		Accounts Payable	PELL	1,728.55
Gardner, Judith N.	01		Accounts Payable	Refund-Fin Assistance Only	1,613.30
Gardner, Judith N.	01		Accounts Payable	Stafford Ln	1,273.61

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Garman, Natalie N.	01		Accounts Payable	PELL	1,229.98
Garren, Sheila M.	01		Accounts Payable	PELL	863.00
Garza, Carlos R.	01		Accounts Payable	Stafford Bal	270.90
Garza, Jessica M.	01		Accounts Payable	PELL/EOG	546.26
Garza, Mary A.	01		Accounts Payable	PELL	718.05
Garza, Tara M.	01		Accounts Payable	PELL	1,309.06
Gavriish-Brown, Jovanna M.	01		Accounts Payable	PELL	1,499.34
Geary, Lindsey M.	01		Accounts Payable	PELL	582.89
Geesey, Eric M.	01		Accounts Payable	PELL	120.52
Geesey, Shawn N.	01		Accounts Payable	PELL	189.71
George, Catherine L.	01		Accounts Payable	PELL/EOG	572.27
Gibler, Tanya M.	01		Accounts Payable	PELL/EOG	438.00
Ginger, Patty K.	01		Accounts Payable	PELL	1,112.55
Gipson, Jessica M.	01		Accounts Payable	fndtn bal	334.48
Glenn, AliciaM.	01		Accounts Payable	PELL Gt	2,025.00
Gomer, Shanna J.	01		Accounts Payable	PELL	631.38
Gonzalez, Aaron R.	01		Accounts Payable	PELL	506.42
Gonzalez, Aaron R.	01		Accounts Payable	MRS Bal	500.00
Good, Stacey L.	01		Accounts Payable	PELL	961.12
Gordon, James R.	01		Accounts Payable	PELL/EOG	1,704.23
Gottel, Shelley H	01		Accounts Payable	Online Refund	55.00
Gould, Heather D.	01		Accounts Payable	PELL	706.46
Gowan, Nicole M.	01		Accounts Payable	PELL	510.00
Gravila, Michael C.	01		Accounts Payable	PELL	1,211.09
Gray, Karen L.	01		Accounts Payable	PELL	1,552.02

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Green, Charlene M.	01		Accounts Payable	PELL	897.61
Greenwalt, Chris P.	01		Accounts Payable	PELL	1,269.54
Greenwalt, William E.	01		Accounts Payable	PELL	1,091.34
Griffis, Jammi L.	01		Accounts Payable	PELL	1,559.58
Grinnen, Megan E.	01		Accounts Payable	PELL/IIA	1,730.62
Grobe, Grace A.	01		Accounts Payable	PELL	1,418.78
Grobe, Jason J.	01		Accounts Payable	PELL	1,392.46
Grobe, Traci A.	01		Accounts Payable	PELL	837.45
Gross, Angela K.	01		Accounts Payable	PELL	554.00
Grote, Carrie A.	01		Accounts Payable	PELL	1,450.92
Haag, Sara N.	01		Accounts Payable	PELL	493.09
Habben, Amanda L.	01		Accounts Payable	PELL	459.56
Hadley, Martin H.	01		Accounts Payable	PELL	400.00
Haenitsch, Sara E.	01		Accounts Payable	PELL/EOG	535.75
Hagemann, Francine L.	01		Accounts Payable	PELL/EOG	1,359.78
Hagen, Lindsay T.	01		Accounts Payable	Fndtn gt	350.00
Haley, Chad A.	01		Accounts Payable	PELL	1,560.75
Hall, Nicole M.	01		Accounts Payable	PELL	1,279.79
Handel, Kenneth T.	01		Accounts Payable	PELL	625.34
Hansen, Tanya S.	01		Accounts Payable	PELL	1,188.12
Harness, Jennifer M.	01		Accounts Payable	PELL	1,403.28
Harper, Jammie L.	01		Accounts Payable	PELL	1,436.19
Harrison, Pam R.	01		Accounts Payable	PELL	1,972.47
Hartje, Sarah A.	01		Accounts Payable	PELL/EOG	778.07
Harts, Gabriel L.	01		Accounts Payable	PELL	1,783.12

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Hawk, Tara L.	01		Accounts Payable	PELL	200.00
Hayes, David L.	01		Accounts Payable	PELL	331.64
Hayes, Deborah D.	01		Accounts Payable	PELL	575.00
Head, Jared T.	01		Accounts Payable	PELL	739.00
Heckman, Brandy J.	01		Accounts Payable		1,130.60
Heckman, Emily M.	01		Accounts Payable	PELL	575.81
Hedeen, James M.	01		Accounts Payable	PELL	277.00
Hedeen, Lori A.	01		Accounts Payable	PELL	207.85
Hedgecock, Chi	01		Accounts Payable	PELL	1,088.79
Hedrick, Melissa M.	01		Accounts Payable	fndtn bal	191.25
Heffelfinger, Dawn R.	01		Accounts Payable	PELL	570.38
Heitzler, Kelly K.	01		Accounts Payable	PELL/EOG	1,311.70
Helfrich, William D.	01		Accounts Payable	PELL	850.00
Hemminger, Tabitha J.	01		Accounts Payable	PELL	702.60
Hendricks, Deanna E.	01		Accounts Payable	Online Refund	33.50
Hendricks, Inez A.	01		Accounts Payable	Online Refund	33.50
Hendrix, Greg M.	01		Accounts Payable	PELL	736.56
Henson, Ashley M.	01		Accounts Payable	FNDTN	250.00
Herbert, T. Anne	01		Accounts Payable	PELL	595.50
Hernandez, Tammy L.	01		Accounts Payable	PELL	1,013.00
Herr, Lynnette	01		Accounts Payable	fndtn bal	60.00
Hess, Kyle	01		Accounts Payable	Online Refund	24.00
Hibbard, Timothy S.	01		Accounts Payable	PELL/EOG	700.00
Hicks, Amy S.	01		Accounts Payable	PELL	1,750.00
Hicks, Kacie L.	01		Accounts Payable	PELL	1,000.55

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Hilliard, Margaret P.	01		Accounts Payable	MAP GT	138.50
Hilliard, Margaret P.	01		Accounts Payable	PELL	507.00
Hillman, Terrie M.	01		Accounts Payable	PELL	258.25
Hinners, Judith	01		Accounts Payable	PELL/EOG	1,334.52
Hodge, Christina	01		Accounts Payable	PELL	390.75
Hodge, Judy A.	01		Accounts Payable	Online Refund	64.00
Hoefler, Jennessa M.	01		Accounts Payable	PELL	579.37
Hoffman, Danielle L.	01		Accounts Payable	MAP GT	692.50
Hofmann, Susan E.	01		Accounts Payable	PELL	985.56
Hoggard, Danny L.	01		Accounts Payable	PELL	1,756.48
Hollomon, Shannon R.	01		Accounts Payable	PELL	533.41
Hook, Jedediah K.	01		Accounts Payable	PELL	21.39
Horner, Brandon G.	01		Accounts Payable	PELL	169.00
Housley, Sarah N.	01		Accounts Payable	PELL	227.55
Howard, Jennifer L.	01		Accounts Payable	PELL	171.83
Howard, William K.	01		Accounts Payable	Athl Schol	50.00
Howze, Joyce P.	01		Accounts Payable	PELL	225.96
Hubbell, Ryan M.	01		Accounts Payable	PELL	1,013.00
Hughes, Lacy M.	01		Accounts Payable	PELL	1,302.38
Hughes, Rhonda K.	01		Accounts Payable	PELL	1,134.87
Hughes, Whitney M.	01		Accounts Payable	fnldtn bal	937.50
Hughes, Whitney M	01		Accounts Payable	PELL	400.00
Hull, Douglas E.	01		Accounts Payable	PELL	204.50
Hummel, Kelli A.	01		Accounts Payable	PELL	2,025.00
Humphrey, Lindsay R.	01		Accounts Payable	PELL	1,850.00

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Hunt, Janet L.	01		Accounts Payable	PELL/EOG	1,926.11
Hunt, Lloyd A.	01		Accounts Payable	PELL	419.74
Hussung, Anna	01		Accounts Payable	PELL/IIA	679.76
Hussung, Krista A.	01		Accounts Payable	PELL	1,800.79
Huynh, Tam M.	01		Accounts Payable	PELL	2,025.00
Ingram, Amy L.	01		Accounts Payable	PELL	1,515.77
Jacinto, Salina C.	01		Accounts Payable	PELL/IIA	1,771.78
Jackley, Brandon S.	01		Accounts Payable	PELL	488.00
Jackson, Amanda R.	01		Accounts Payable	MAP BAL	17.98
Jackson, Amanda R.	01		Accounts Payable	PELL	1,013.00
Jackson, Joshua A.	01		Accounts Payable	pell	1,688.62
Jacobs, Libby S.	01		Accounts Payable	pell/iiia	946.54
Jamison, Andrea D.	01		Accounts Payable	fdtn gt	250.00
Jamison, Brent W.	01		Accounts Payable	Online Refund	180.00
Jenkins, Melissa L.	01		Accounts Payable	pell	385.11
Jensen, Monica M.	01		Accounts Payable	PELL	173.90
Jimenez, Alicia M.	01		Accounts Payable	PELL/IIA	1,599.04
Johannsen, Michael T.	01		Accounts Payable	PELL	1,208.95
Johnson, Jordan E.	01		Accounts Payable	Online Refund	20.00
Johnson, Joshua R.	01		Accounts Payable	PELL/IIA	1,274.95
Johnson, Toby J.	01		Accounts Payable	PELL	1,170.69
Johnson, Wesley	01		Accounts Payable	PELL	739.00
Johnson, Wynn L.	01		Accounts Payable	PELL/EOG	692.54
Jones, Amber R.	01		Accounts Payable	PELL	692.77
Jones, Andrew B.	01		Accounts Payable	PELL/EOG	823.14

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Jones, Anieka M.	01		Accounts Payable	PELL	422.39
Jones, Joy Lynn	01		Accounts Payable	Online Refund	64.00
Jones, Patricia J.	01		Accounts Payable	PELL	1,020.30
Jones, Veronica	01		Accounts Payable	PELL	374.72
Jordan, Krystal M.	01		Accounts Payable	PELL	206.50
Kaiser, Jennifer A.	01		Accounts Payable	PELL	801.95
Kaiser, Leah M.	01		Accounts Payable	PELL	178.05
Karper, Darci R.	01		Accounts Payable	PELL	510.96
Karrow, Julie C.	01		Accounts Payable	PELL	1,508.05
Kaye, Veronica	01		Accounts Payable	PELL	630.59
Keen, Samantha J.	01		Accounts Payable	Stafford Ln	1,273.61
Keen, Samantha J.	01		Accounts Payable	PELL	96.64
Keene, Joshua A.	01		Accounts Payable	PELL	1,331.00
Kelemen, Tamatha B.	01		Accounts Payable	PELL/EOG	1,153.31
Kendrick, Craig E.	01		Accounts Payable	PELL/IIA	892.41
Kennedy, Jonathan R.	01		Accounts Payable	PELL	236.15
Kennedy, Kari K.	01		Accounts Payable	fdtdn gt	350.00
Kennedy, Kelly K.	01		Accounts Payable	fdtdn gt	350.00
Kepner, Jeannie H.	01		Accounts Payable	PELL	1,383.71
Kerr, Jason R.	01		Accounts Payable	PELL	177.13
Kessinger, Lisa A.	01		Accounts Payable	fdtdn gt	250.00
Knapp, Jennifer S.	01		Accounts Payable	PELL	273.00
Knie, Teresa L.	01		Accounts Payable	Online Refund	75.00
Knowles, Ashley M.	01		Accounts Payable	PELL	1,417.45
Kobbeman, Meghan E.	01		Accounts Payable	PELL	299.45

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Kodosky, David E.	01		Accounts Payable	PELL	992.98
Koehler, Sue Ellen	01		Accounts Payable	Online Refund	64.00
Koeppen, Jeanne L.	01		Accounts Payable	Online Refund	25.00
Kolthoff, Dawn M.	01		Accounts Payable	PELL	237.81
Kopitas, Sandra L.	01		Accounts Payable	PELL	368.08
Kowal, Anne C.	01		Accounts Payable	PELL	1,350.00
Kramer, Julie A.	01		Accounts Payable	PELL	265.32
Kreiser, Beth E.	01		Accounts Payable	PELL	908.50
Kreiser, Jill A.	01		Accounts Payable	PELL	654.00
Krone, Austin W.	01		Accounts Payable	PELL	1,663.18
Kuehl, Luke B.	01		Accounts Payable	PELL	277.96
Kulas, Nicole R.	01		Accounts Payable	PELL	915.96
Lachat, Cayla J.	01		Accounts Payable	PELL	1,048.13
Lane, Kelly R.	01		Accounts Payable	PELL	1,102.35
Langloss, Shannon	01		Accounts Payable	Online Refund	73.00
Larsen, Jamie L.	01		Accounts Payable	PELL	57.15
Lauts, Amy L.	01		Accounts Payable	PELL/IIA	1,024.67
Lauts, Cyndi E.	01		Accounts Payable	PELL	24.15
Lawton, Stacy T.	01		Accounts Payable	PELL	932.17
Leal, Nicholas R.	01		Accounts Payable	PELL/EOG	547.57
Leamanczyk, Ranae C	01		Accounts Payable	fnldtn gt	250.00
Leif, Jessica F.	01		Accounts Payable	PELL	601.50
Lenington, Lyndsey L.	01		Accounts Payable	PELL	42.74
Lenox, Cynthia M.	01		Accounts Payable	fnldtn gt	125.00
Lenz, Megan M.	01		Accounts Payable	PELL	654.78

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Lerma, Tammy M.	01		Accounts Payable	PELL	496.55
Lesperance, Michelle M.	01		Accounts Payable	Stafford Loan	1,273.61
Lesperance, Michelle M.	01		Accounts Payable	PELL	1,956.00
Leuchtenberg, Holly C.	01		Accounts Payable	PELL	829.13
Lewis, Bobette L.	01		Accounts Payable	PELL	717.00
Lilly, Patricia J.	01		Accounts Payable	PELL	542.37
Lindsay, Chrystal D.	01		Accounts Payable	PELL GT	1,537.70
Lindstrom, Kayla	01		Accounts Payable	MAP BAL	168.75
Lindstrom, Kayla	01		Accounts Payable	PELL	507.00
Linville, Alex E.	01		Accounts Payable	Online Refund	12.00
Long, Kimberly A.	01		Accounts Payable	PELL	733.28
Loomis, Cassey A.	01		Accounts Payable	PELL/EOG	886.13
Lopez, Amanda L.	01		Accounts Payable	PELL	1,062.29
Lopez, Concepcion	01		Accounts Payable	PELL	658.67
Love, Emily M.	01		Accounts Payable	MAP BAL	92.50
Love, Emily M.	01		Accounts Payable	PELL	600.00
Lozano, Julie A.	01		Accounts Payable	PELL	879.53
MacLennan, Janie S.	01		Accounts Payable	PELL	8.52
Macchi, Brittany A.	01		Accounts Payable	PELL	741.02
Mackey, Tresa C.	01		Accounts Payable	PELL	323.00
Magana, Maria C.	01		Accounts Payable	PELL	927.51
Maldonado, Michele L.	01		Accounts Payable	PELL	1,445.14
March, Justin R.	01		Accounts Payable	PELL	731.52
Marchek, Rebecca L.	01		Accounts Payable	PELL	842.37
Marks, Pam S.	01		Accounts Payable	PELL	1,347.00

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Marley, Krista N.	01		Accounts Payable	PELL	1,233.25
Marshall, Tanner G.	01		Accounts Payable	PELL	1,000.53
Marsili, Lisa M.	01		Accounts Payable	PELL/EOG	1,201.17
Marsili, Lisa M.	01		Accounts Payable	stafford Ln	1,697.50
Martin, Crystal A.	01		Accounts Payable	PELL	1,727.57
Martin, Monica L.	01		Accounts Payable	PELL	568.24
Martin-Pressley, Mandy C.	01		Accounts Payable	PELL	439.00
Martinez, Ana L.	01		Accounts Payable	PELL/IIA	1,466.71
Martinez, Elsa K.	01		Accounts Payable	PELL	1,199.44
Mathis, Tosha M.	01		Accounts Payable	PELL/EOG	412.71
Mattingly, Christi L.	01		Accounts Payable	PELL/IIA	1,649.70
Maynard, Angela J.	01		Accounts Payable	PELL	341.06
McBroom, Amanda J.	01		Accounts Payable	PELL	727.00
McCann, Martha L.	01		Accounts Payable	PELL/IIA	1,450.53
McCartney, Melissa J.	01		Accounts Payable	PELL/EOG	1,916.44
McCartney, Melissa J.	01		Accounts Payable	Stafford Ln	1,273.61
McConnell, Alicia M.	01		Accounts Payable	PELL	226.29
McCormick, Karrie L.	01		Accounts Payable	PELL	332.02
McCullough, Heather M.	01		Accounts Payable	fdtn bal	1,196.62
McCullough, Heather M.	01		Accounts Payable	PELL	2,025.00
McFadden, Lynette S.	01		Accounts Payable	PELL/EOG	210.46
McGowan, Darcie L.	01		Accounts Payable	PELL	618.14
McGowan, Rocky F.	01		Accounts Payable	PELL	616.37
McKenna, Jacquelyn M.	01		Accounts Payable	PELL/EOG	211.86
McKenzie, Michele A.	01		Accounts Payable	PELL	1,354.85

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McLaughlin, Kathleen	01		Accounts Payable	Online Refund	75.00
McMunn, Amber F.	01		Accounts Payable	PELL/IIA	2,275.00
McNees, April M.	01		Accounts Payable	[E; ;OOA	1,276.49
McNitt, Maggie	01		Accounts Payable	PELL	1,560.01
McNitt, Maggie	01		Accounts Payable	MRS	500.00
McWilliams, Ellen F.	01		Accounts Payable	PELL/EOG	924.91
McKean, Tonya A.	01		Accounts Payable	PELL	300.00
Medina, Amber N.	01		Accounts Payable	Stafford Loan	636.32
Medina, Amber N.	01		Accounts Payable	PELL	958.99
Medrano, Mayra A.	01		Accounts Payable	PELL	578.00
Meiners, Jennifer R.	01		Accounts Payable	PELL	353.94
Meinsma, Elizabeth F.	01		Accounts Payable	Online Refund	75.00
Mekeel, Jerry J.	01		Accounts Payable	PELL	364.94
Meridian, Jean M	01		Accounts Payable	Online Refund	75.00
Meridian, Julie K.	01		Accounts Payable	PELL	1,024.05
Merema, Connie L.	01		Accounts Payable	PELL/IIA	1,183.27
Metz, Roger A.	01		Accounts Payable	PELL	597.53
Metzler, Rae L.	01		Accounts Payable	PELL	804.89
Meusel, Christina L.	01		Accounts Payable	PELL	1,419.34
Meyocks, Danielle J.	01		Accounts Payable	PELL/EOG	1,847.63
Michel, Amanda S.	01		Accounts Payable	PELL/EOG	780.26
Miklaj, Terezija I.	01		Accounts Payable	PELL/EOG	906.17
Miklaj, Terezija I.	01		Accounts Payable	Stafford Ln	970.00
Miles, Tina A.	01		Accounts Payable	PELL/EOG	1,850.00
Miles, Todd C.	01		Accounts Payable	PELL	916.32

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Miller, Brian K.	01		Accounts Payable	fnndtn bal	299.75
Miller, Debra A.	01		Accounts Payable	PELL	983.32
Miller, Sheila L.	01		Accounts Payable	PELL	412.00
Miller, Shelly P.	01		Accounts Payable	PELL	1,755.57
Miller, Stacie M.	01		Accounts Payable	fnndtn gt	450.00
Miller, Stacie M.	01		Accounts Payable	PELL	400.00
Mimini, Lirim	01		Accounts Payable	PELL/IIA	1,236.56
Mimini, Mondi E.	01		Accounts Payable	PELL	1,550.00
Miranda, Monique S.	01		Accounts Payable	PELL Gt	650.00
Modler, Amber M.	01		Accounts Payable	PELL	337.00
Mon, Karyn K.	01		Accounts Payable	PELL/EOG	829.00
Mon, Kevin L.	01		Accounts Payable	PELL	200.07
Monier, Brenda M.	01		Accounts Payable	PELL	960.76
Montoya, Billie S.	01		Accounts Payable	PELL Bal	323.08
Moore, Johnathan	01		Accounts Payable	PELL	1,152.41
Moore, Johnathan	01		Accounts Payable	Athl Schol	500.00
Moore, Karen M.	01		Accounts Payable	PELL	809.44
Moore, Sarah M.	01		Accounts Payable	FNNDTN	200.00
Morales, Erik J.	01		Accounts Payable	Online Refund	55.00
Morales, Erik J.	01		Accounts Payable	PELL/IIA	2,275.00
Morgan, Cari L.	01		Accounts Payable	PELL	450.08
Morris, Shawn A.	01		Accounts Payable	PELL	1,270.00
Morrison, Eric C.	01		Accounts Payable	Online Refund	195.00
Morton, Nina M.	01		Accounts Payable	PELL	1,663.21
Morton, Tasha L.	01		Accounts Payable	PELL	1,095.16

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Mounts, Nick A.	01		Accounts Payable	Fdntn bal	60.00
Murphy, Le E.	01		Accounts Payable	PELL	534.48
Murray, Audra	01		Accounts Payable	PELL	1,207.56
Myers, Ryan R.	01		Accounts Payable	PELL	356.02
Nailor, Katie S.	01		Accounts Payable	MAP BAL	57.00
Nailor, Katie S.	01		Accounts Payable	PELL	2,025.00
Nanez, Marisela	01		Accounts Payable	fdndtn gt	500.00
Nation, Scott D.	01		Accounts Payable	PELL	363.69
Nelson, Lindsey N.	01		Accounts Payable	PELL	206.40
Newcomer, Kim D.	01		Accounts Payable	fdndtn gt	150.00
Newlon, Renee A.	01		Accounts Payable	PELL	135.00
Newsome, Melony A.	01		Accounts Payable	PELL	741.73
Nicklaus, Monette K.	01		Accounts Payable	PELL	176.25
Nicolosi, Joseph	01		Accounts Payable	PELL	933.00
Nielsen, Nicholas P.	01		Accounts Payable	PELL	237.50
Nitsch, Tiffany L.	01		Accounts Payable	Stafford Bal	300.74
Nunez, Reyna S.	01		Accounts Payable	PELL	1,105.36
O'Connell, Dan E.	01		Accounts Payable	Athl Schol	50.00
Olalde, Sara M.	01		Accounts Payable	PELL	1,150.08
Oldham, Nickalos A.	01		Accounts Payable	PELL	975.03
Olds, Christopher	01		Accounts Payable	PELL	690.22
Olson, Cory R.	01		Accounts Payable	PELL	619.97
Ortgiesen, Gunnar P.	01		Accounts Payable	Online Refund	120.00
Ortgiesen, Sheri R.	01		Accounts Payable	PELL	296.07
Otto, Conni M.	01		Accounts Payable	PELL	1,186.20

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Owens, Kimberly R.	01		Accounts Payable	Stafford Loan	1,273.61
Owens, Kimberly R.	01		Accounts Payable	PELL	1,409.98
Pace, Laurie D.	01		Accounts Payable	PELL	452.97
Palmer, Robin A.	01		Accounts Payable	PELL	142.00
Parrott, Kelly S.	01		Accounts Payable	PELL	453.89
Paschal, Chandra S.	01		Accounts Payable	PELL/EOG	401.41
Patterson, Jennifer M.	01		Accounts Payable	PELL	584.04
Payne, Angela M.	01		Accounts Payable	PELL	2,025.00
Payne, Tomya M.	01		Accounts Payable	PELL	1,092.63
Penick, David A.	01		Accounts Payable	PELL	768.37
Perales, Patricia M.	01		Accounts Payable	PELL	1,013.00
Perce, Janice A.	01		Accounts Payable	fnndtn bal	175.00
Peretto, Nicole L.	01		Accounts Payable	PELL	657.36
Perkins, Robert E.	01		Accounts Payable	PELL	922.62
Peterson, Melissa A.	01		Accounts Payable	Stafford Loan	423.89
Peterson, Melissa A.	01		Accounts Payable	PELL	1,546.41
Petkus, Wendy L.	01		Accounts Payable	Online Refund	75.00
Phillips, Debi L.	01		Accounts Payable	PELL	112.87
Pitchford, Sara N.	01		Accounts Payable	PELL/IIA	1,771.17
Poling, Beth E.	01		Accounts Payable	Online Refund	75.00
Porter, Adam C.	01		Accounts Payable	PELL	489.99
Powers, Talia R.	01		Accounts Payable	PELL	317.42
Pratt, Amy S.	01		Accounts Payable	PELL	444.16
Pratt, Melanie	01		Accounts Payable	PELL	381.00
Pruis, Jennie N.	01		Accounts Payable	PELL/EOG	1,043.00

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Puetz, Heidi L.	01		Accounts Payable	PELL	2,025.00
Queckboerner, Jena R.	01		Accounts Payable	PELL	300.00
Quintana, Camilo	01		Accounts Payable	PELL Bal	1,020.31
Ramirez, Kevin M.	01		Accounts Payable	PELL	329.00
Ramirez, Natalie L.	01		Accounts Payable	PELL	1,112.26
Ramos, Olivia T.	01		Accounts Payable	PELL	1,602.07
Raser, Jennifer L.	01		Accounts Payable	PELL Bal	199.23
Ray, Jessica	01		Accounts Payable	PELL/EOG	461.34
Regalado, Barbara J.	01		Accounts Payable	PELL	1,918.66
Reglin, Erica L.	01		Accounts Payable	fdntn bal	128.80
Reglin, Erica L.	01		Accounts Payable	PELL	2,100.00
Reid, Garth A.	01		Accounts Payable	Athl Schol	250.00
Reul, Emily J.	01		Accounts Payable	PELL	288.00
Reyes, Ganesa M.	01		Accounts Payable	PELL	337.73
Reyes, Melissa A.	01		Accounts Payable	PELL	1,104.68
Reyes, Priscella R.	01		Accounts Payable	PELL	1,596.53
Reza, Nicole A.	01		Accounts Payable	PELL	1,814.89
Rice, Amanda R.	01		Accounts Payable	PELL/EOG	1,597.54
Rice, Stacey	01		Accounts Payable	PELL	1,618.50
Richards, Wayne E.	01		Accounts Payable	PELL	400.00
Richardson, April L.	01		Accounts Payable	PELL	277.00
Richardson, Paula S.	01		Accounts Payable	PELL	657.29
Richardson, Paula S.	01		Accounts Payable	Stafford Ln	1,273.61
Riddick, Stephanie M.	01		Accounts Payable	PELL/IIA	934.07
Ridyard, Christine M.	01		Accounts Payable	Fdntn gt	250.00

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Ries, Jennifer A.	01		Accounts Payable	PELL	2,025.00
Riggen, Samantha	01		Accounts Payable	Online Refund	17.00
Riggen, Samantha	01		Accounts Payable	Online Refund	17.00
Roach, Jason E.	01		Accounts Payable	MAP BAL	411.26
Roach, Jason E.	01		Accounts Payable	PELL	750.00
Roberts, Harrison M.	01		Accounts Payable	PELL	872.33
Roberts, Heather M.	01		Accounts Payable	PELL	677.75
Roberts, Nicole A.	01		Accounts Payable	PELL	741.60
Rodriguez, Anna M.	01		Accounts Payable	PELL	337.17
Rodriguez, Eunice	01		Accounts Payable	PELL	1,381.03
Rodriguez, Gloria J.	01		Accounts Payable	PELL	1,618.46
Rodriguez, Ray C.	01		Accounts Payable	PELL/EOG	1,129.81
Rogers, Adrienne K.	01		Accounts Payable	PELL	351.88
Rogers, Catherine A.	01		Accounts Payable	PELL	1,005.85
Rogers, D J.	01		Accounts Payable	PELL	263.00
Rogers, Daniel J.	01		Accounts Payable	PELL/EOG	2,131.34
Rogers, Jeffrey W.	01		Accounts Payable	PELL/IIA	954.02
Rogers, Jennifer M.	01		Accounts Payable	PELL	670.22
Rogers, Kristine B.	01		Accounts Payable	PELL	788.48
Rombouts, Marie J.	01		Accounts Payable	Online Refund	55.00
Rombouts, Marie J.	01		Accounts Payable	PELL	55.00
Rosado, Cheryl L.	01		Accounts Payable	PELL	898.70
Rossi, Joseph A.	01		Accounts Payable	PELL	1,269.67
Ruch, Valarie A.	01		Accounts Payable	fnldtn bal	126.03
Rugh, Julie A.	01		Accounts Payable	Online Re	59.00

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Rugh, Justin	01		Accounts Payable	Online Refund	17.00
Ruiz, Amanda R.	01		Accounts Payable	PELL/FNDTN	409.50
Rumbolz, Bruce G.	01		Accounts Payable	PELL	516.50
Rumley, John W.	01		Accounts Payable	PELL	1,500.00
Rumph, Charlene R.	01		Accounts Payable	PELL	364.44
Rus, Misty L.	01		Accounts Payable	PELL	1,041.67
Ryan, Tyler S.	01		Accounts Payable	Athl Schol	200.00
Salas, Kelsi S.	01		Accounts Payable	fndtn gt	350.00
Salgado, Ana S.	01		Accounts Payable	Refund-Fin Assistance Only	521.98
Salgado, Raciell	01		Accounts Payable	PELL	541.52
Salsbury, Sherri M.	01		Accounts Payable	PELL	66.00
Sanders, James D.	01		Accounts Payable	fndtn bal	105.00
Sandoval, Jose E.	01		Accounts Payable	PELL	1,327.99
Sandoval, Richard	01		Accounts Payable	PELL	1,736.40
Sandoval-Herrera, Marcella M.	01		Accounts Payable	PELL	169.87
Sandusky, Christine A.	01		Accounts Payable	PELL	2,000.00
Sandusky, Julene M.	01		Accounts Payable	PELL	856.23
Sathoff, Teri J.	01		Accounts Payable	Online Refund	52.00
Scanlan, Christina M.	01		Accounts Payable	PELL	1,012.61
Scarborough, Cynthia M.	01		Accounts Payable	PELL	1,145.25
Schaffino, Kelli R.	01		Accounts Payable	Stafford Bal	120.52
Schmiedebush, Cynthia A.	01		Accounts Payable	PELL	1,258.02
Schryver, Lindsay D.	01		Accounts Payable	PELL	405.00
Schulte, Crystal L.	01		Accounts Payable	pell	775.52
Schultz, Jason S.	01		Accounts Payable	PELL	1,197.98

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Schultz, Kevin M.	01		Accounts Payable	PELL	2,025.00
Schultz, Martin D.	01		Accounts Payable	fnrndtn gt	350.00
Schuneman, Jessie N.	01		Accounts Payable	PELL	940.24
Seaman, Lisa J.	01		Accounts Payable	Online Refund	25.00
Seaworth, Ann M.	01		Accounts Payable	PELL	2,025.00
Serrano, Veronica	01		Accounts Payable	PELL	453.70
Setchell, Abby A.	01		Accounts Payable	PELL	1,412.51
Shady, Patricia A.	01		Accounts Payable	PELL	818.46
Shannon, Alyson J.	01		Accounts Payable	fnrndtn bal	70.75
Sharp, Jennifer K.	01		Accounts Payable	PELL/EOG	1,688.61
Shaw, Monica J.	01		Accounts Payable	PELL	656.15
Shaw, Susan L.	01		Accounts Payable	PELL	423.81
Shearer, Austin J.	01		Accounts Payable	PELL/EOG	1,286.03
Sheley, Sarah N.	01		Accounts Payable	PELL	615.46
Shelley, Jennifer L.	01		Accounts Payable	PELL/IIA	1,799.72
Shelley, Tori L.	01		Accounts Payable	PELL/IIA	1,629.69
Shelley, Tori L.	01		Accounts Payable	Stafford Ln	1,273.61
Shipman, Larry D.	01		Accounts Payable	PELL/EOG	1,025.37
Shirley, Jessica S.	01		Accounts Payable	PELL	555.12
Shuman, Kathryn	01		Accounts Payable	fnrndtn bal	85.00
Shuman, Kathryn	01		Accounts Payable	PELL	400.00
Sierra, Angel R.	01		Accounts Payable	PELL/EOG	1,447.50
Sikkema, Kristine R.	01		Accounts Payable	PELL/EOG	1,839.04
Sinderman, Gary L.	01		Accounts Payable	PELL	1,050.00
Skoog, Caleb	01		Accounts Payable	Online Refund	17.00

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Sleck, Cynthia L.	01		Accounts Payable	PELL	40.47
Slusser, Tina M.	01		Accounts Payable	PELL	1,452.83
Smith, Angela M.	01		Accounts Payable	fnndtn bal	254.00
Smith, Angela M.	01		Accounts Payable	PELL	850.23
Smith, Angela M.	01		Accounts Payable	Stafford Ln	1,273.61
Smith, Bethany F.	01		Accounts Payable	PELL/EOG	1,793.96
Smith, Daniel J.	01		Accounts Payable	PELL	574.38
Smith, Michelle R.	01		Accounts Payable	PELL	1,518.78
Smith, Ramona D.	01		Accounts Payable	PELL	1,355.84
Snyder, Sarah K.	01		Accounts Payable	PELL/EOG	1,831.00
Sodergren-Baar, Tristan M.	01		Accounts Payable	Stafford Bal	940.61
Sosa, Adolfo F.	01		Accounts Payable	PELL	1,240.42
Spencer, Rachael I.	01		Accounts Payable	PELL	316.68
Spinelli, John J.	01		Accounts Payable	PELL	547.64
Spurgeon, Lela M.	01		Accounts Payable	PELL	20.00
Staas, Richard T.	01		Accounts Payable	PELL	597.21
Stanley, Ashley D.	01		Accounts Payable	PELL	405.00
Stark, Kimberly K.	01		Accounts Payable	PELL	1,696.62
Stark, Teresa D.	01		Accounts Payable	PELL	973.72
Stauffer, Heather A.	01		Accounts Payable	PELL/EOG	1,054.32
Stegmaier, Jennifer A.	01		Accounts Payable	PELL	639.36
Stephens, Kelly A.	01		Accounts Payable	PELL	1,601.65
Stern, Mary L.	01		Accounts Payable	PELL Gt	1,013.00
Stewart, Matthew R.	01		Accounts Payable	PELL	227.51
Stickel, David S.	01		Accounts Payable	fnndtn gt	250.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Stiefel, Jennifer L.	01		Accounts Payable	Online Refund	250.00
Still, Ryan M.	01		Accounts Payable	Online Refund	555.00
Strader, Tanya L.	01		Accounts Payable	PELL	646.11
Strand, Charlie A.	01		Accounts Payable	PELL	1,468.25
Strickler, Ashley M.	01		Accounts Payable	PELL	486.93
Stringer, Gary D.	01		Accounts Payable	Stafford Bal	1,238.61
Stroup, Rebecca D.	01		Accounts Payable	PELL/EOG	1,166.00
Stuart, Dwayne N.	01		Accounts Payable	PELL/EOG	1,598.41
Sunahara, Judith A.	01		Accounts Payable	PELL	267.98
Sunahara, Judith A.	01		Accounts Payable	PELL - correction	506.00
Sutton, Teresa N.	01		Accounts Payable	PELL	553.67
Swanson, Jennifer L.	01		Accounts Payable	PELL/EOG	1,417.47
Taylor, Crystal A.	01		Accounts Payable	PELL	416.20
Taylor, Lori A.	01		Accounts Payable	PELL	689.33
Terry, Kate	01		Accounts Payable	fnrndn gt	125.00
Tetrick, Robin L.	01		Accounts Payable	PELL	773.46
Thibado, Terri A.	01		Accounts Payable	PELL	870.00
Thies, Kelley S.	01		Accounts Payable	PELL	24.75
Thomas, Kelly E.	01		Accounts Payable	PELL	381.87
Thomas, Macie A.	01		Accounts Payable	PELL/IIA	1,795.85
Thomas, Raymond E.	01		Accounts Payable	PELL	453.43
Thompson, Caprice L.	01		Accounts Payable	PELL/IIA	959.75
Thompson, Isabell I.	01		Accounts Payable	PELL	1,480.21
Thompson, Karen L.	01		Accounts Payable	PELL	401.33
Thompson, Steven J.	01		Accounts Payable	PELL	1,688.92

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Tracy III, James R.	01		Accounts Payable	PELL	1,651.99
Tracy, Shannon M.	01		Accounts Payable	PELL	1,475.62
Tribuzio, Claudette	01		Accounts Payable	Online Refund	73.00
Tylkowski, Roy M.	01		Accounts Payable	PELL	975.75
Unger, Mike E.	01		Accounts Payable	PELL	335.42
Urrutia, Billie J.	01		Accounts Payable	PELL	96.25
Urrutia-Diaz, Francine E.	01		Accounts Payable	PELL	200.00
Valdez, Karina	01		Accounts Payable	PELL	1,580.25
Valdivia, Heather A.	01		Accounts Payable	PELL	860.94
Van Horn, Kayla R.	01		Accounts Payable	PELL	1,190.20
Van Zuiden, Justin R.	01		Accounts Payable	fnldtn gt	250.00
VanDyke, Janice M.	01		Accounts Payable	PELL/EOG	633.89
VanNatta, Christopher D.	01		Accounts Payable	PELL	450.00
Vancil, Phalen D.	01		Accounts Payable	PELL	1,289.37
Vargas, Magdalena	01		Accounts Payable	PELL	200.00
Vasquez, Caresa L.	01		Accounts Payable	PELL	675.00
Vasquez, Diana	01		Accounts Payable	PELL	1,027.79
Vaughn, Judith A.	01		Accounts Payable	PELL	291.29
Velazquez, Julia C.	01		Accounts Payable	PELL	1,368.66
Veloz, Kristela	01		Accounts Payable	PELL	192.57
Verhulst, Justin T.	01		Accounts Payable	PELL	1,291.45
Verhulst, Shirley L.	01		Accounts Payable	PELL	20.00
Villa, Ann N.	01		Accounts Payable	PELL	279.98
Villarreal, Valerie M.	01		Accounts Payable	PELL/EOG	1,180.00
Vinson, Tammy L.	01		Accounts Payable	PELL	153.75

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Volkmann, Danielle E.	01		Accounts Payable	PELL	910.11
Vondra, Andrea	01		Accounts Payable	Refund-Fin Assistance Only	192.84
Vos, Amber R.	01		Accounts Payable	fnrndn gt	1,000.00
Vos, Angie L.	01		Accounts Payable	fnrndn gt	250.00
Wade, Jodie L.	01		Accounts Payable	PELL	254.70
Wadsworth, Jennifer L.	01		Accounts Payable	PELL	1,251.87
Wagner, Bradley W.	01		Accounts Payable	PELL	294.50
Wagner, Todd A.	01		Accounts Payable	Stafford Bal	1,242.61
Wakeley, Colleen A.	01		Accounts Payable	PELL	1,497.30
Wakeley, Crystal D.	01		Accounts Payable	PELL Gt	525.00
Walkine, DeAnn R.	01		Accounts Payable	PELL	890.19
Wallingford, Kurt S.	01		Accounts Payable	Refund-Fin Assistance Only	200.00
Walters, Jessica L.	01		Accounts Payable	PELL	1,717.01
Ward, Nicole M.	01		Accounts Payable	PELL/IIA	1,795.14
Ward, Steven R.	01		Accounts Payable	PELL	101.25
Warkentin, Barbara A.	01		Accounts Payable	Stafford Loan	1,273.61
Warkentin, Barbara A.	01		Accounts Payable	PELL	1,055.34
Warren, Amanda J.	01		Accounts Payable	Stafford Ln Bal	753.61
Warren, Ashleigh M.	01		Accounts Payable	Stafford Bal	691.61
Warren, Robert H	01		Accounts Payable	Online Refund	66.00
Washington, William E.	01		Accounts Payable	Stafford Loan	1,273.61
Washington, William E.	01		Accounts Payable	PELL	623.83
Wasson, Kelly A.	01		Accounts Payable	Online Refund	25.00
Waters, Shanna J.	01		Accounts Payable	PELL	1,301.89
Weaver, Amanda M.	01		Accounts Payable	PELL	17.21

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Webb, Aaron R.	01		Accounts Payable	PELL	710.94
Weegens, Lisa K.	01		Accounts Payable	PELL Bal	247.91
Weerts, Laurel M.	01		Accounts Payable	PELL	588.71
Wegner, Stephanie R.	01		Accounts Payable	PELL	1,178.28
Wessels, Josette L.	01		Accounts Payable	PELL	1,038.56
Wetzell, Brad D.	01		Accounts Payable	PELL Bal	45.00
Wetzell, Danielle E.	01		Accounts Payable	PELL	764.44
White, Amanda L.	01		Accounts Payable	PELL	197.17
Whitmer, Linda	01		Accounts Payable	Online Refund	55.00
Widolff, Amy M.	01		Accounts Payable	PELL	11.50
Wiersema, Katrina L.	01		Accounts Payable	PELL	1,130.97
Wiersema, Lisa L.	01		Accounts Payable	PELL	138.50
Wilcox, Elizabeth	01		Accounts Payable	PELL	184.50
Williams, Paige J.	01		Accounts Payable	fnltn gt	250.00
Willingham, Justin D.	01		Accounts Payable	Athl Schol	350.00
Wilson, Alisha A.	01		Accounts Payable	PELL	409.45
Wilson, Joann A.	01		Accounts Payable	PELL	167.64
Winters, Krystal M.	01		Accounts Payable	PELL	1,518.78
Wolf, Chad M.	01		Accounts Payable	PELL/EOG	270.00
Wolf, Heather A.	01		Accounts Payable	PELL	2,025.00
Wolf, Michael J.	01		Accounts Payable	fnltn bal	86.65
Wolfe, Paul R.	01		Accounts Payable	PELL	28.45
Wright, Stephanie E.	01		Accounts Payable	PELL	1,013.00
Wurl, Chris	01		Accounts Payable	PELL	200.00
Yearian, Nathan R.	01		Accounts Payable	MRS	500.00

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Young, Alisha A.	01		Accounts Payable	PELL	193.13
Young, Rachel L.	01		Accounts Payable	fnldtn bal	1,412.00
Yucus, Jennifer A.	01		Accounts Payable	PELL	553.78
Zell, Crystal S.	01		Accounts Payable	PELL	448.00
Zigler, Nathan E.	01		Accounts Payable	PELL	1,686.70
Zink, Laurissa M.	01		Accounts Payable	PELL	1,501.47
Zook, Amanda J.	01		Accounts Payable	fnldtn bal	476.28
Zook, Amanda J.	01		Accounts Payable	PELL	1,150.00
Zuidema, Amy L.	01		Accounts Payable	PELL	600.26
Zuidema, Kimberly K.	01		Accounts Payable	PELL/EOG	636.16
Nielsen, Kathleen	01		Other Payables	Parent Plus Loan	1,455.00
Follett Bookstore	01		PELL EOG BT	Books	5,064.70
Follett Bookstore	01		Foundation B	Books	60.06
Follett Bookstore	01		Stafford Loans BT	Books	2.65
Follett Bookstore	01		JTPA Whiteside B	Books	427.50
Follett Bookstore	01		JTPA Whiteside B	Books	49.95
Follett Bookstore	01		Vets Rehab B	Books	20.78
Follett Bookstore	01		Vets Rehab B	Books	8.77
Follett Bookstore	01		Trade Act TAA Sterling B	Books	18.00
Follett Bookstore	01		Trade Act TDA Dekalb B	Books	17.50
Consolidated Management Co	01		Cafeteria payable	Punch-A-Lunch Sales	6,980.00
Ward, Murray, Pace, & Johnson,	01	Board of Trustees	Legal Services	General & Person & Property Legal Services/Sept.	1,369.34
Sauk Valley Newspapers	01	Board of Trustees	Advertising	Open Purchase Order/Pulication-Legal Notices 03-04	585.00
Consolidated Management Co	01	Board of Trustees	Conference/Meeting Expense	Refreshments for Monthly Board Meeting	40.00
Wolf, B J	01	Board of Trustees	Conference/Meeting Expense	Travel-Board Meetings	136.80

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SBM Business Equipment Center	01	President	Office Supplies	Office Supplies	17.01
Rotary Club of Sterling	01	President	Conference/Meeting Expense	Quarterly Dues	72.00
US Bank	01	President	Conference/Meeting Expense	Lodging Fee Conference 1/31/04-Dr. Behrendt	431.52
US Bank	01	President	Conference/Meeting Expense	Lodging Fee Conference 1/31/04-Dr. Behrendt	535.00
Lundstrom Florist	01	President	Other Conference & Meeting	Flowers For Amber Entas-Birth	36.00
Swartleys Florist	01	President	Other Conference & Meeting	Flowers for Lloyd Youel Funeral	44.95
Andrew Bollman Photography	01	College Relations	Office Supplies	Winter-Spring Sports Guide & Faculty Photos	25.00
Lundgren's Inc	01	College Relations	Office Supplies	Developing Photos for College Relations	115.37
Olmsted, Brian T.	01	College Relations	Office Supplies	Film - Office of College Relations	26.61
Andrew Bollman Photography	01	College Relations	Advertising	Winter-Spring Sports Guide & Faculty Photos	575.00
Carroll County Review	01	College Relations	Advertising	Fall Play Ad	72.00
Castle Print Tech	01	College Relations	Advertising	2004 Spring Schedule	8,098.67
Mc. Carroll Mirro Democrat	01	College Relations	Advertising	Fall Play Advertising	80.00
Ogle County Newspapers	01	College Relations	Advertising	Fall Play Advertising	180.00
Sauk Valley Newspapers	01	College Relations	Advertising	October Advertising	1,387.84
WLLT	01	College Relations	Advertising	Football Sponsorship	330.00
WLLT	01	College Relations	Advertising	Fall Play Advertising	171.00
WNS Pub. News-Sentinel/The Rev	01	College Relations	Advertising	Fall Play Advertisement	84.00
Walnut Leader	01	College Relations	Advertising	Display Ad-Fall Play	42.40
Withers Broadcasting	01	College Relations	Advertising	October Advertising	742.66
Xerox Corporation	01	Printshop	Maintenance Services	DC555 Copier Maintenance, & Supplies	5.02
Bandall	01	Printshop	Purchases for Resale	8-1/2x11 20# Hammermill Tidal MP	955.00
CURTIS 1000	01	Printshop	Purchases for Resale	10x13 Generic	470.55
CURTIS 1000	01	Printshop	Purchases for Resale	9-1/2x12-1/2 w/Admissions Imprint	453.37
Follett Bookstore	01	Printshop	Purchases for Resale	Department Bookstore Charges thru 9/26/03	-31.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Midland Paper	01	Printshop	Purchases for Resale	8-1/2x11 Exact Multi 20# brt Blue Sm Fini	212.25
SBM Business Equipment Center	01	Information Center	Maintenance Services	Minimum Copy Count Info Center	30.20
Follett Bookstore	01	Information Center	Office Supplies	Bookstore Charges	1.34
Little, Linda	01	Grant, Planning, & Research	Publications and Dues	Self Assessment Tools	51.53
Rock Falls Rotary Club	01	VP-Instructional Services	Publications and Dues	Third Quarter Dues-D Hecht	91.00
Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Retreat 10/16/03	79.42
Holiday Inn	01	VP-Instructional Services	Conference/Meeting Expense	Instructional Services Retreat	112.92
Follett Bookstore	01	Honors	Instructional Supplies	Bookstore Charges	3.16
SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Copier Monthly Maintenance for FY 04	56.95
Illinois Community College Fac	01	Other Instructional	Conference/Meeting Expense	Conference 10/24/03 K Pinter/J Hamilton	170.00
Kidder, Mary L.	01	Other Instructional	Conference/Meeting Expense	Travel-Conference Springfield 10/24/03	246.96
Shaff, Steven J.	01	Other Instructional	Conference/Meeting Expense	ICTM Conference 10/18/03	685.14
West, Amy J.	01	Other Instructional	Conference/Meeting Expense	Travel-CNA Instructor Course	147.60
Smith, Brad W.	01	Curriculum Development/ IAI	Conference/Meeting Expense	Travel-Heartland CC IAI Biology Meeting	107.40
Follett Bookstore	01	Art	Instructional Supplies	Bookstore Charges	105.37
Grainger	01	Art	Instructional Supplies	Dark Room Supplies-Art Dept.-Joe Popp	68.76
Lundgren's Inc	01	Art	Instructional Supplies	Developing Photos for College Relations	25.52
Menards	01	Art	Instructional Supplies	Dark Room Supplies-Art Dept.-Joe Popp	52.15
Calumet Photographic	01	Art	Capital Supplies	Durst UT 100 Film Drying Cabinet-12 135mm DA 5000	399.58
Freestyle Photographic Supplie	01	Art	Capital Supplies	Units-Premier Enlarging Easels (2 blade) 261-381	857.84
Porter's Camera Store, Inc	01	Art	Capital Supplies	Nylon Darkroom Cloth 58" w 22-1127 (10 yds) SW6-10	140.65
Green River Lines Inc	01	Art	Other Conference & Meeting	Balance Due for Chicago Art Institute 10/28/03	960.00
Follett Bookstore	01	English	Instructional Supplies	Bookstore Charges	52.50
Follett Bookstore	01	Foreign Language	Instructional Supplies	Department Bookstore Charges thru 9/26/03	14.19
Follett Bookstore	01	Humanities	Instructional Supplies	Bookstore Charges	12.86

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Heritage Music Center Inc	01	Music	Instructional Supplies	Music Supplies	186.20
Heritage Music Center Inc	01	Music	Instructional Supplies	Music Supplies	70.13
Top Dog Music Inc	01	Music	Instructional Supplies	Microphone-Music Supplies	89.00
Top Dog Music Inc	01	Music	Capital Supplies	Sonar Force 3001 Snare	419.94
Top Dog Music Inc	01	Music	Capital Supplies	Odyssey Equipment Storage CXPl116N	664.99
Insight Media	01	Philosophy	Instructional Supplies	Religious Diversity in America Video-#RAF1454	104.00
Aramark Uniform Services Inc	01	Physical Education	Other Contractual Services	Towel Service	762.93
Hoyle, Christine	01	Fitness Center	Instructional Supplies	Red Ribbon Contest	27.98
Hoyle, Christine	01	Fitness Center	Conference/Meeting Expense	Travel-10/10/03 Fitness Trade Show	96.70
Follett Bookstore	01	Criminal Justice	Instructional Supplies	Department Bookstore Charges thru 9/26/03	1.51
Follett Bookstore	01	History	Instructional Supplies	Bookstore Charges	21.95
IN-TELE-COM	01	Political Science	Other Contractual Services	Telecourse Enrollment Fees	360.00
Follett Bookstore	01	Psychology	Instructional Supplies	Department Bookstore Charges thru 9/26/03	3.57
Follett Bookstore	01	Sociology	Instructional Supplies	Bookstore Charges	2.74
Rock Falls Rotary Club	01	Dean of Business, Tech & Natural	Publications and Dues	Quarterly Dues thru 12/01/03	139.00
White, Linley V.	01	Dean of Business, Tech & Natural	Conference/Meeting Expense	Travel-Mendota, WACC, & WIA	69.24
White, Linley V.	01	Dean of Business, Tech & Natural	Conference/Meeting Expense	Travel LaSalle-Dixon-Freeport	92.72
Follett Bookstore	01	Business	Instructional Supplies	Bookstore Charges	3.95
Unique Computer	01	Computer Information Systems	Instructional Supplies	5 Novell Servers	250.00
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Monthly Service Contract-Sharp Copier OAS Lab	25.50
Airgas North Central	01	HVAC	Instructional Supplies	HVAC Supplies	20.40
Sileven, Larry L.	01	HVAC	Instructional Supplies	HVAC Supplies	68.03
Follett Bookstore	01	Mechanical Design	Instructional Supplies	Bookstore Charges	3.98
Coastline Community College	01	Biology	Consultants	Fall 2003 Enrollment Fee for 13 Students	585.00
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies thru October 15th, 2003	108.54

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Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies thru October 15th, 2003	41.95
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies thru October 15th, 2003	-5.39
Follett Bookstore	01	Biology	Instructional Supplies	Bookstore Charges	5.19
Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	126.12
Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	77.03
Aldrich Chemical Company	01	Chemistry	Instructional Supplies	Chemistry Supplies (See Attached)	35.26
Consolidated Management Co	01	Chemistry	Instructional Supplies	Chemistry Supplies	9.00
Flinn Scientific	01	Chemistry	Instructional Supplies	AP4847 Column Chromatography Kit	53.60
Flinn Scientific	01	Chemistry	Instructional Supplies	AP1107 Hydrion 1012 pH Strips pkg/100	79.76
Radio Shack	01	Chemistry	Instructional Supplies	276-026 LED pkg of 2	67.24
Wood, Therese L.	01	Chemistry	Instructional Supplies	Biology Supplies	14.07
Follett Bookstore	01	Mathematics	Instructional Supplies	Bookstore Charges	111.92
Atchley, Charles E.	01	Physics	Instructional Supplies	Toner	56.99
KSB Hospital	01	Health Occupational	Instructional Supplies	Instructional Supplies for First Aid/CPR at DCC	22.50
KSB Hospital	01	Health Occupational	Instructional Supplies	Instructional Supplies First Aid/CPR at DCC	35.00
World Point ECC	01	Health Occupational	Instructional Supplies	WP Face Shields (100 per Unit)	32.70
ESCO Institute LTD.	01	Technical Occupational-Community	Instructional Supplies	608PM Prep Manuals for CFC Certification & Testing	40.00
Southern Illinois University	01	Technical Occupational-Community	Instructional Supplies	Instruction Manuals-Drinking Water Operator D 1	45.00
SBM Business Equipment Center	01	Director of Health Careers Ed	Maintenance Services	Monthly Maintenance Agreement	41.55
Quill Corporation	01	Director of Health Careers Ed	Office Supplies	Office Supplies Open P.O.	55.94
Lynch, Janet L.	01	Director of Health Careers Ed	Conference/Meeting Expense	Travel-Bloomington-Conference 10/20 - 10/21/03	192.36
ALCO Sales & Service Company	01	Associate Degree Nursing	Instructional Supplies	32 oz. (600ml) Vacutron Suction Bottle #AL-6310	31.02
CGH Medical Center	01	Associate Degree Nursing	Instructional Supplies	1 Case Continue-Flo Solution Set	117.60
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN Supplies Open P.O.	79.91
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN Supplies Open P.O.	41.26

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DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN Supplies Open P.O.	29.55
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN Supplies Open P.O.	19.64
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN Supplies Open P.O.	19.06
SBM Business Equipment Center	01	Associate Degree Nursing	Instructional Supplies	Casisters #74214 Twinstar Master Caster	98.00
Wallingford, Lori S	01	Nurse Assistant	Consultants	Fall 03 CPR Classes	330.00
Peoria Production Shop	01	Nurse Assistant	Instructional Supplies	Gaitbelts 60"x2" Color-Natural	288.46
CGH Medical Center	01	Licensed Practical Nursing	Instructional Supplies	Linen Service for September	417.00
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	LPN Supplies Open P.O.	89.70
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	LPN Supplies Open P.O.	73.03
Landauer, Inc	01	Radiologic Technology	Maintenance Services	Radiation Monitoring	4,414.93
Follett Bookstore	01	Radiologic Technology	Instructional Supplies	Bookstore Charges	5.08
Best Western	01	Radiologic Technology	Conference/Meeting Expense	Clinical Supervisor/Instructor Lunch Meeting	197.50
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Travel Clinical Sites 10/15/03	278.28
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits thru 10/31/03	211.32
Shippert, Stanley	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Sites thru 10/30/03	401.04
Demco Inc	01	Learning Resource Center	Library Supplies	SS142-1802 Paper 1-1/2x1 56 Sheets of Laser Label	40.94
Demco Inc	01	Learning Resource Center	Library Supplies	Book Jacket Covers Paperfold-9" SS122-2090	166.09
Highsmith Inc	01	Learning Resource Center	Library Supplies	L41-18503 Rubber Rings pk of 12	523.58
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books	82.08
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Books For Library	1,424.15
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books For Library	74.96
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books For Library	96.10
Edward R Hamilton, Bookseller	01	Learning Resource Center	Books and Binding Costs	Books	444.95
Illinois Public Sector	01	Learning Resource Center	Books and Binding Costs	Books	234.16
Insight Media	01	Learning Resource Center	Books and Binding Costs	Video on Education (4)	536.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
US Bank	01	Learning Resource Center	Books and Binding Costs	Lodging Fee Conference 1/31/04-Dr. Behrendt	771.82
Sauk Valley Newspapers	01	Learning Resource Center	Publications and Dues	Library Renewal 10/03	147.00
USA Today	01	Learning Resource Center	Publications and Dues	Subscription Renewal	119.00
NILRC	01	Learning Resource Center	Other Materials and Supplies	Literature Resource Cente Renewal 12/1/03-11/30/04	6,513.15
Anderson, Judy	01	Learning Resource Center	Conference/Meeting Expense	Travel-Chicago 10/15/03 OCLC Workshop	111.61
Anderson, Judy	01	Learning Resource Center	Conference/Meeting Expense	Travel-Library Users Gruop 9/30/03	49.03
Hewlett-Packard	01	Academic Computing	Maintenance Services	rp2470 Hardware & Software Support	105.00
Unique Computer	01	Academic Computing	Instructional Supplies	UPS Battery	289.00
Unique Computer	01	Academic Computing	Instructional Supplies	Video Card	45.00
Unique Computer	01	Academic Computing	Instructional Supplies	Floppy Drive	115.00
Unique Computer	01	Academic Computing	Instructional Supplies	406 HD's (4)	340.00
Unique Computer	01	Academic Computing	Instructional Supplies	Goback 3	325.00
Unique Computer	01	Academic Computing	Instructional Supplies	NEC FE 990-BK	275.00
Unique Computer	01	Academic Computing	Instructional Supplies	Pen Drives	280.00
Unique Computer	01	Academic Computing	Instructional Supplies	Graphics Card	65.00
Hewlett-Packard	01	Academic Computing	Computer Software	rp2470 Hardware & Software Support	58.00
MINITAB, Inc	01	Academic Computing	Computer Software	Renewal FPAM 13WNN 15 User	1,050.00
Pratt Audio-Visual & Video Cor	01	Instructional Technology Center	Maintenance Services	Projector Repair	752.08
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	Mouse	90.00
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	RAM	46.00
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	RAM	230.00
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	Allinwonderpro	450.00
Mueller Audio Visual	01	Instructional Technology Center	Capital Supplies	PV-L552H Panasonic Palmcorder	1,407.00
Shelley, Chris	01	Instructional Technology Center	Conference/Meeting Expense	Travel-Fulton HS thru 10/29/03	100.80
Hewlett-Packard	01	Administrative Computing	Maintenance Services	Hardware & Software Support for rp5470	1,668.00

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Enterprise Group	01	Administrative Computing	Office Supplies	851001 Copy Paper Blank Premium Bond 5000/ctn	1,680.00
Follett Bookstore	01	Administrative Computing	Office Supplies	Department Bookstore Charges thru 9/26/03	25.59
Toner Tech Plus	01	Administrative Computing	Office Supplies	Refurbish Toner Cartridges	1,503.90
Unique Computer	01	Administrative Computing	Office Supplies	Sony AIT's	400.00
Unique Computer	01	Administrative Computing	Office Supplies	HP LJ 4200 Toner	320.00
Unique Computer	01	Administrative Computing	Office Supplies	Cartridges	179.00
Unique Computer	01	Administrative Computing	Office Supplies	Nero Burning ROM 5.5	74.95
Unique Computer	01	Administrative Computing	Office Supplies	Cartridges	65.90
Unique Computer	01	Administrative Computing	Office Supplies	Fiber Cable	232.00
Unique Computer	01	Administrative Computing	Office Supplies	Inkjet Cartridges	347.00
Unique Computer	01	Administrative Computing	Office Supplies	Inkjet Cartridge	216.00
Unique Computer	01	Administrative Computing	Office Supplies	256M RAM	68.00
Hewlett-Packard	01	Administrative Computing	Computer Software	Hardware & Software Support for rp5470	769.30
SCT Software & Resource Mgmt C	01	Administrative Computing	Computer Software	Maintenance Oracle Prod. for 2004	13,542.00
Unique Computer	01	Administrative Computing	Computer Software	10 WP Licenses + Media	523.00
Interone, Alice	01	Administrative Computing	Conference/Meeting Expense	Travel-Chicago 10/17/03	110.20
Follett Bookstore	01	VP- Student Services	Office Supplies	Bookstore Charges	3.19
ICCCA	01	VP- Student Services	Conference/Meeting Expense	Conference Fee J Matheney & J Kerber	99.00
Kerber, Joan E.	01	VP- Student Services	Conference/Meeting Expense	Pop for Student Services Retreat 10/17/03	12.00
Kerber, Joan E.	01	Other Student Services	Conference/Meeting Expense	Travel-ICCSSO Meeting 10/22/03	12.00
Kerber, Joan E.	01	Other Student Services	Conference/Meeting Expense	Mileage for Travel 10/22/03	108.72
SBM Business Equipment Center	01	Student Recruitment	Other Supplies	Hcn 80596 Boat Shaped Laminate Top 72"x36"	969.00
Clodfelter, Pamela J.	01	Student Recruitment	Conference/Meeting Expense	Travel-Area Schools 10/21/03	64.20
Sauk Valley Area Chamber of Co	01	Student Recruitment	Conference/Meeting Expense	Annual Dinner	30.00
CMS Communications	01	Financial Aid & Veterans Affairs	Office Supplies	8410 Display Telephone	194.02

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Corporate Office City	01	Financial Aid & Veterans Affairs	Office Supplies	Copier Maintenance Agreement	349.00
Creative Printing	01	Financial Aid & Veterans Affairs	Office Supplies	500 SVCC Business Cards-Marcia Wells	40.00
Stiefel, Debra	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel-Rock Valley College 10/1/03	8.88
Follett Bookstore	01	Counseling	Office Supplies	Bookstore Charges	55.00
Quill Corporation	01	Counseling	Instructional Supplies	5 Shelf File	749.99
Quill Corporation	01	Counseling	Instructional Supplies	Return 5 Shelf File	-569.99
ICCCA	01	Counseling	Conference/Meeting Expense	Conference Fee J Matheney & J Kerber	99.00
Matheney, Janet I.	01	Counseling	Conference/Meeting Expense	Travel-NCSD Conference 10/21/03	551.23
Matheney, Janet I.	01	Counseling	Conference/Meeting Expense	Travel-Connections Conference 10/11/03	222.81
Follett Bookstore	01	VP- Administrative Services	Office Supplies	Bookstore Charges	25.59
Whiteside County Circuit Clerk	01	VP- Administrative Services	Publications and Dues	Notary Public Certificate	10.00
Bittner, Ruth C.	01	VP- Administrative Services	Conference/Meeting Expense	Travel-ICCRMC 10/17/03	16.85
Consolidated Management Co	01	VP- Administrative Services	Conference/Meeting Expense	Adopt-A-Highway Refreshments	17.90
Sauk Valley Area Chamber of Co	01	VP- Administrative Services	Conference/Meeting Expense	Annual Dinner	30.00
Susan G. Komen Breast Cancer	01	Education Fund	Other Revenues	Lee National Denim Day for Breast Cancer	912.00
Funston, Terry L.	01	Other Institutional	Tuition Reimbursement	Tuition Reimbursement Spring 03	1,380.00
Federal Express Corp	01	Other Institutional	Postage	Shipping Charges	55.18
US Postmaster	01	Other Institutional	Postage	Refil Bulk Mail Permit 243	600.00
US Postmaster	01	Other Institutional	Postage	Postage Meter Refill	3,500.00
AACC	01	Other Institutional	Publications and Dues	Annual Dues for 2004	2,605.00
Rockford Register Star	01	Other Institutional	Recruitment	Recruitment FY04	1,022.02
SBM Business Equipment Center	01	Business Office	Maintenance Services	Open Purchase Order/Maintenance-Sharp Copier 03-04	29.55
Meyer, Paula S.	01	Business Office	Conference/Meeting Expense	Travel-Oakbrook 403b Seminar	72.28
Carl Sandberg College	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Fall 2003	7,934.37
College of DuPage	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Fall Semester 2003	2,046.31

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Joliet Junior College	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Fall Semester 2003	1,641.96
Parkland College	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Fall 2003 Semester	6,521.46
Triton College	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Fall Semester 2003	1,477.26
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Birthday Cake & Winner's Cards	128.50
Frerichs, Nancy M.	01	Phi Theta Kappa	Conference/Meeting Expense	Travel-Rockford Phi Theta Kappa 10/18/03	19.32
Ramada Suites & Convention Cen	01	Phi Theta Kappa	Conference/Meeting Expense	Hotel-Phi Theta Kappa Conference	138.88
Clark, Jeffrey	010110	Corp Serv Professional Developme	Consultants	Lift Truck Training 10/30/03	270.00
DRO Associates Inc	010110	Corp Serv Professional Developme	Consultants	Teamwork Builds smiles for SVCC Student Services	325.00
O'Leary, Sheila	010110	Corp Serv Professional Developme	Consultants	Supervisory Training for Loparex 10/15/03	360.00
Follett Bookstore	010110	Corp Serv Professional Developme	Instructional Supplies	Bookstore Charges	222.75
Quill Corporation	010110	Corp Serv Professional Developme	Instructional Supplies	1" Ring Binder, Burgundy 038-7-39306	18.79
Follett Bookstore	010110	Corporate Services Admin.	Office Supplies	Bookstore Charges	47.80
Quill Corporation	010110	Corporate Services Admin.	Office Supplies	2004 Weekly Planner 038-E71750	45.19
SBM Business Equipment Center	010110	Corporate Services Admin.	Office Supplies	Maintenance Contract FY04	70.72
Gericke, Thomas H.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel thru 10/30/03 Area Employers	66.24
Gospodarczyk, Thomas J.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel-Area Sites thry 10/30/03	385.34
Bond, Chuck	010120	Leisure	Consultants	Intro to Camera Fall 03	330.00
Dale, Julie	010120	Leisure	Consultants	Beginning Ballroom F 03	280.00
Dale, Julie	010120	Leisure	Consultants	Intermediate Ballroom Dance F 03	140.00
Dale, Julie	010120	Leisure	Consultants	Swing Dance Fall 03	210.00
Deckro, Stephanie	010120	Leisure	Consultants	CCS Class-Color 10/27/03	140.00
Deckro, Stephanie	010120	Leisure	Consultants	CCS Class-Principal & Elements	140.00
Deckro, Stephanie	010120	Leisure	Consultants	CCS Class-Space Planning	140.00
Deckro, Stephanie	010120	Leisure	Consultants	CCS Class-Textiles, Wall Finishes	140.00
Deckro, Stephanie	010120	Leisure	Consultants	CCS Class-Accessorize F 03	140.00

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Deckro, Stephanie	010120	Leisure	Consultants	CCS Class-Putting it All Together	140.00
Dittman, Jean	010120	Leisure	Consultants	Spinning Fall 03	200.00
Ginn, Janet L	010120	Leisure	Consultants	CCS Class-Scrapbooking	200.00
Mach, Paul C.	010120	Leisure	Consultants	CCS Class Fibromyalgia-Chronic Fatigue	200.00
Thompson, Debbie O	010120	Leisure	Consultants	CCS Class-Drawing F 03	240.00
Dixon YMCA	010120	Senior Programs	Consultants	Cardio Mix -50 Plus 10/23/03	210.00
Brown, Miakka L.	010120	Youth Programs	Consultants	Kiln Rental-Pottery Class Fall 03	200.00
Brown, Miakka L.	010120	Youth Programs	Consultants	CCS-Class African Masks	30.00
Khuntangta, Trirong	010120	Youth Programs	Consultants	CCS Class-Self Defense Fall 03	180.00
Schamberger, Joyce A.	010120	Youth Programs	Consultants	CCS Class-ACT Prep Course	300.00
Follett Bookstore	010120	Community Service Administration	Office Supplies	Bookstore Charges	1.03
Quill Corporation	010120	Community Service Administration	Office Supplies	Quill Weekly Calendar 038-QSW-103	105.79
SBM Business Equipment Center	010120	Community Service Administration	Office Supplies	Maintenance Contract FY04	70.72
Seguin, Kandy M.	010120	Community Service Administration	Conference/Meeting Expense	Travel-NIRCC Meeting 10/15/03	64.46
Education To Go	010120	Computers	Consultants	Ed2Go Class for October 2003	274.00
Shetler, Sandra K.	010120	Computers	Consultants	CCS Class-Beginning Web F 03	405.00
Kooi, Audrey	010120	Health & Personal Development	Consultants	Morrison Fitness Session 1 Fall 2003	306.00
Millhouse, Anna M	010120	Health & Personal Development	Consultants	CCS Class-Building Self-Esteem in Children	99.00
Millhouse, Anna M	010120	Health & Personal Development	Consultants	Fall 03 Manage Your Time	136.00
Kelleghan, Kevin	010120	Professional Development	Consultants	CCS Class-Successful Small Bus Mngmt	300.00
Summit Group	010120	Professional Development	Consultants	CCS Class-Legal Financial & Personnel Issues 10/28	275.00
Summit Group	010120	Professional Development	Consultants	CCS Class-How to Write a Book 10/28/03	150.00
Bronkema, Yazmin	010120	Polygraph Institute	Consultants	Fall 03 Polygraph Institute	100.00
Campbell, Terry D.	010120	Polygraph Institute	Consultants	Fall 03 Polygraph Institute	600.00
Campbell, Terry D.	010120	Polygraph Institute	Consultants	CCS Class - PCSOT Class F 03	300.00

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F L Hunter & Associates	010120	Polygraph Institute	Consultants	CCS Class-PCSOT Fall 03	300.00
Kenworthy, Richard	010120	Polygraph Institute	Consultants	CCS Class-PCSOT Class F 03	300.00
Knefelkamp, David	010120	Polygraph Institute	Consultants	CCS Class - PCSOT Fall 03	700.00
Reistroffer, James	010120	Polygraph Institute	Consultants	Fall 03 Polygraph Institute	300.00
Theodore, Steve	010120	Polygraph Institute	Consultants	Fall 03 Polygraph Institute	500.00
Derby, Roy C.	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate Polygraph F 03	500.00
Figueroa-Mitchell, Tina M.	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate Polygraph Inst. F 03	500.00
Hudson, Terry D.	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate Polygraph F 03	500.00
Johnson, Eric S	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate Polygraph F 03	500.00
Kelly, Brad D.	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate for Polygraph Institute F 03	350.00
Kelly, Brad D.	010120	Polygraph Institute	Conference/Meeting Expense	Addtional Lodging for Polygraph Institute F 03	150.00
Kenworthy, Richard	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate Polygraph F 03	500.00
Lamb, James E.	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate Polygraph F 03	500.00
Pederson, Randall J.	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate F 03	500.00
Speagle, Charles S.	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate Polygraph F 03	500.00
Stewart, Thomas R.	010120	Polygraph Institute	Conference/Meeting Expense	Polygraph F 2003 Lodging Rebate	350.00
Stewart, Thomas R.	010120	Polygraph Institute	Conference/Meeting Expense	Addtional Lodging for Polygraph Institute F 2003	150.00
Woody, Rebecca I.	010120	Polygraph Institute	Conference/Meeting Expense	Lodging Rebate Polygraph F 03	500.00
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 Testing	12.50
C-B Kramer Sales & Service	02	Maintenance	Maintenance Supplies	Bellow Assy Gaskets	249.71
Ferguson Enterprises	02	Maintenance	Maintenance Supplies	SLND Valve	191.63
Lab Safety Supply	02	Maintenance	Maintenance Supplies	Thermometers	131.29
Menards	02	Maintenance	Maintenance Supplies	Clocks	149.97
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	61.51

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	18.26
Menards	02	Maintenance	Maintenance Supplies	Splice Kit	57.90
Menards	02	Maintenance	Maintenance Supplies	Batteries, oil	31.59
Menards	02	Maintenance	Maintenance Supplies	Batteries-Clocks, Doors	19.94
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	63.88
Schimberg Company	02	Maintenance	Maintenance Supplies	Gasket	16.75
Schimberg Company	02	Maintenance	Maintenance Supplies	Gasket Material	127.15
Schmall, Rex G.	02	Maintenance	Maintenance Supplies	Pencil Sharpeners	58.59
Servco Companies	02	Maintenance	Maintenance Supplies	Thermostat-Cafeteria	201.95
Sexauer Inc	02	Maintenance	Maintenance Supplies	Plumbing Parts	420.14
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	113.35
C-B Kramer Sales & Service	02	Custodial	Maintenance Supplies	ITT Gas Solenoid Valve #940-00278	128.46
C-B Kramer Sales & Service	02	Custodial	Maintenance Supplies	ITT Gas Valve Actuator (H30A2220B20F1) #945-00102	3,689.03
Grainger	02	Custodial	Maintenance Supplies	Custodial Cart	126.81
Kmart	02	Custodial	Maintenance Supplies	Vacuum	299.99
Quill Corporation	02	Custodial	Maintenance Supplies	Dry Erase Markers, Calendars	189.60
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Custodial Supplies Fiscal Year 2004	3,076.45
Youngren's Refrigeration Inc	02	Custodial	Maintenance Supplies	Repair Cooler Kitchen	142.50
Paulsen, Darryl D.	02	Custodial	Conference/Meeting Expense	Travel-ISSA Conference 10/16/03	165.56
Harden's Auto & Truck Repair	02	Grounds	Maintenance Services	Ford 8000 Repairs	4,923.52
Bonnell Industries	02	Grounds	Maintenance Supplies	Carbon Countersund	93.08
Dixon Tire Center	02	Grounds	Maintenance Supplies	Tires	97.41
Menards	02	Grounds	Maintenance Supplies	Paint	22.75
Menards	02	Grounds	Maintenance Supplies	Maintenance Supplies	197.67
Menards	02	Grounds	Maintenance Supplies	Tools	59.76

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Mike's Repair Service	02	Grounds	Maintenance Supplies	Inventory Supplies (See Attached)	431.58
Mike's Repair Service	02.	Grounds	Maintenance Supplies	Inventory Supplies (See Attached)	26.05
Napa Auto Parts	02	Grounds	Maintenance Supplies	Maintenance Supplies	56.86
Napa Auto Parts	02	Grounds	Maintenance Supplies	Wiper Blades	14.50
North American Salt Company	02	Grounds	Maintenance Supplies	CC Rock Salt with Anti-Caking	1,794.86
Peabudy's Inc	02	Grounds	Maintenance Supplies	Seafoam Additive	21.20
Polo Equipment Company	02	Grounds	Maintenance Supplies	Maintenance Hardware & Supplies	75.75
Polo Equipment Company	02	Grounds	Maintenance Supplies	Maintenance Hardware	13.52
Rockford Industrial Welding Su	02	Grounds	Maintenance Supplies	Welding Supplies	51.75
S J Smith Welding Supply	02	Grounds	Maintenance Supplies	Acetylene-Oxygen	80.06
Nicor Gas	02	Utilities	Gas	Monthly Charges	99.23
Nicor Gas	02	Utilities	Gas	Monthly Charges	70.41
Nicor Gas	02	Utilities	Gas	Monthly Charges	166.62
Nicor Gas	02	Utilities	Gas	Monthly Charges	113.34
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	36.03
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	36.03
AT & T	02	Utilities	Telephone	Monthly Telephone Charges	2,421.40
AT & T	02	Utilities	Telephone	Calls Fax-Finacial ID/Information Services	6.72
Gallatin River Communications	02	Utilities	Telephone	Monthly Telephone Charge	2,870.36
Gallatin River Communications	02	Utilities	Telephone	Pay Phone Charges	67.04
Illinois Century Network (ICN)	02	Utilities	Telephone	Monthly Charges for September	1,168.00
Verizon Wireless	02	Utilities	Telephone	Monthly Charge	23.13
Verizon Wireless	02	Utilities	Telephone	Dr. Behrendt Cell Phone Services 2003-2004	42.84
Rock Valley Disposal	02	Utilities	Refuse Disposal	Monthly Trash Removal	674.00
Rock Valley Disposal	02	Utilities	Refuse Disposal	Monthlyu Trash Removal	399.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Caterpillar Inc.	02	Utilities	Other Utilities	Monthly Engine Testing	444.33
Quill Corporation	02	Building and Grounds Administrat	Office Supplies	Dry Erase Markers, Calendars	97.98
Paradox 21 Inc	02	Building and Grounds Administrat	Publications and Dues	Spark Plug Plus Training Material	144.96
Wilkins-Lowe and Company	02	Building and Grounds Administrat	Property & Casualty Insurance	3 year Cadaver Bond	250.00
D. J. Sickley Construction Co.	03	Operations & Maintenance- Restri	Building Remodeling	Application No 3 Theater Renovation	7,370.14
Burnidge Cassell Associates, I	03	ICCB ADA Access Grant	Building Remodeling	Architect/Engineer Services for LRC Doors	4,582.86
Burnidge Cassell Associates, I	03	ICCB ADA Access Grant	Building Remodeling	Architect/Engineer Services/Vestibules Doors	2,698.14
D. J. Sickley Construction Co.	03	ICCB ADA Access Grant	Building Remodeling	Application No 3 for ADA Door	16,298.48
Heartland Bank & Trust Company	04	Bond & Interest Fund	Consultants	Bond Principal	600.00
Heartland Bank & Trust Company	04	Bond & Interest Fund	Debt Principal Retirement	Bond Principal	650,000.00
Heartland Bank & Trust Company	04	Bond & Interest Fund	Interest	Bond Principal	33,137.50
Drane, Paula E.	050500	Child Care Center	Other Supplies	Groceries & Supplies for Child Care	87.58
Drane, Paula E.	050500	Child Care Center	Other Supplies	Scholastic Book Order	41.30
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	25.91
Drane, Paula E.	050500	Child Care Center	Other Supplies	Chikd Care Supplies thru 11/4/03	39.42
Follett Bookstore	050500	Child Care Center	Other Supplies	Bookstore Charges	2.86
Little Tikes	050500	Child Care Center	Other Supplies	Toy Package #5 800001053 Riding Toys	479.00
Damhoff, Russ K.	050600		Petty Cash	Petty Cash Basketball FY 04	100.00
Dillow, Debra D.	050600		Petty Cash	Petty Cash Madrigal 03	100.00
Anderson, Rod	050600	Men's Basketball	Other Contractual Services	Referee BB 10/16/03	15.00
Anderson, Rod	050600	Men's Basketball	Other Contractual Services	Referee BB Practice 10/22/03	15.00
Anderson, Rod	050600	Men's Basketball	Other Contractual Services	Referee M BB 11/8/03	85.00
Beert, Terry	050600	Men's Basketball	Other Contractual Services	Referee MBB 11/7/03	85.00
Bennett, Charles J	050600	Men's Basketball	Other Contractual Services	Referee BB 10/16/03	15.00
Bennett, Charles J	050600	Men's Basketball	Other Contractual Services	Referee BB 10/14/03	15.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Bennett, Charles J	050600	Men's Basketball	Other Contractual Services	Referee Basketball game 10/23/03	15.00
Bennett, Charles J	050600	Men's Basketball	Other Contractual Services	Referee Basketball game 10/22/03	15.00
Bennett, Charles J	050600	Men's Basketball	Other Contractual Services	Referee Practice BB 10/27/03	15.00
Bennett, Charles J	050600	Men's Basketball	Other Contractual Services	Referee BB Men's Practice 10/29/03	15.00
Berlage, Mike	050600	Men's Basketball	Other Contractual Services	Referee Men's BB 11/7/03	85.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's BB Game 11/4/03	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's BB Game 2 11/8/03	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's BB Game 1 11/8/03	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's BB Game 2 11/7/03	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's BB Game 1 11/7/03	15.00
Brady, Don	050600	Men's Basketball	Other Contractual Services	Referee MBB 11/7/03	85.00
Dowling, Robert	050600	Men's Basketball	Other Contractual Services	Referee 11/8/03 Game 2	85.00
Hainline, Charlie	050600	Men's Basketball	Other Contractual Services	Referee Men's BB 11/7/03	85.00
Hayes, Steve	050600	Men's Basketball	Other Contractual Services	Referee MBB 11/7/03	85.00
Hill, Rod	050600	Men's Basketball	Other Contractual Services	Referee M BB 11/7/03	85.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee BB 10/14/03	15.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee BB 10/16/03	15.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee BB 10/14/03	15.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee Basketball 10/23/03	15.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee Practice BB 10/27/03	15.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee Practice BB 10/27/03	15.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee Men's BB Practice 10/29/03	15.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee MBB Practice 11/03/03	15.00
Justice, Daniel L.	050600	Men's Basketball	Other Contractual Services	Referee MBB Practice 11/3/03	15.00
Lamps, Darryl	050600	Men's Basketball	Other Contractual Services	Referee MBB 11/4/03	85.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Langhauser, Steve	050600	Men's Basketball	Other Contractual Services	Referee MBB 11/8/03	85.00
Lasek, Tony	050600	Men's Basketball	Other Contractual Services	Referee MBB 11/4/03	85.00
Morgan, Reece	050600	Men's Basketball	Other Contractual Services	Referee M BB 11/8/03	85.00
Rayford, Gene	050600	Men's Basketball	Other Contractual Services	Referee Game 2 11/8/03	85.00
Rehmert, Larry D	050600	Men's Basketball	Other Contractual Services	Referee M BB Practice 10/29/03	15.00
Smith, William	050600	Men's Basketball	Other Contractual Services	Referee Game 2 11/8/03	85.00
Spivey, Steve	050600	Men's Basketball	Other Contractual Services	Referee MBB 11/4/03	85.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	Men's BB game 11/4/03	15.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	Men's BB Game 2 11/8/03	15.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	Men's BB Game 1 11/8/03	15.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	Men's BB Game 2 11/7/03	15.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	Men's BB Game 1 11/7/03	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Men's BB Game 11/04/03	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Men's BB Game 11/8/03 Game 2	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Men's BB Game 1 11/8/03	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Men's BB Game 2 11/7/03	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Men's BB Game 1 11/7/03	15.00
Sauk Valley Newspapers	050600	Men's Basketball	Other Supplies	Colored Poster/Schedules	95.00
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel-Peoria Jamboree 10/19/03	102.00
Custom Monogram	050600	Cross Country	Other Supplies	T-Shirts Cross Country Meet	120.00
Augustana College	050600	Cross Country	Other Conference & Meeting	Cross Country Meet 9/26/03	150.00
Benedictine Athletic Department	050600	Cross Country	Other Conference & Meeting	Cross Country Meet 10/10/03	100.00
Elmhurst College	050600	Cross Country	Other Conference & Meeting	Cross Country Meet 8/30/03	100.00
Franciscan University	050600	Cross Country	Other Conference & Meeting	Cross Country Meet 10/4/03	75.00
North Park University	050600	Cross Country	Other Conference & Meeting	Cross Country Meet 9/13/03	150.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Sullivan, Michael D.	050600	Cross Country	Other Conference & Meeting	Cross Country Travel 9/13-10/4/03	163.61
Sullivan, Michael D.	050600	Cross Country	Other Conference & Meeting	Cross Country Travel 10/10-10/17/03	214.02
Sullivan, Michael D.	050600	Cross Country	Other Conference & Meeting	Cross Country Meet 10/31/03	398.66
Emerald Hill	050600	Golf	Other Conference & Meeting	SVCC Invite Fees	115.00
Jackson, William J.	050600	Men's Baseball	Other Conference & Meeting	Travel 10/18/03 Blackhawk CC	30.00
Scenic Stage Line, Inc	050600	Men's Baseball	Other Conference & Meeting	10/10/03 1/14 Passenger Van for Baseball	114.35
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	Women's BB Game 11/4/03	15.00
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	Women's BB Game 11/1/03	15.00
DeMoss, Gary	050600	Women's Basketball	Other Contractual Services	Referee WBB 11/1/03	85.00
Humphrey, Lindsay R.	050600	Women's Basketball	Other Contractual Services	WBB Game 11/01/03	15.00
Humphrey, Lindsay R.	050600	Women's Basketball	Other Contractual Services	WBB Game 11/4/03	15.00
Johnson, Karl	050600	Women's Basketball	Other Contractual Services	Referee WBB 11/4/03	85.00
Johnson, Karl	050600	Women's Basketball	Other Contractual Services	Referee WBB 11/1/03	85.00
Juhlin, Doug	050600	Women's Basketball	Other Contractual Services	Referee WBB 11/4/03	85.00
King, Kevin	050600	Women's Basketball	Other Contractual Services	Referee WBB 11/1/03	85.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	Women's BB Game 11/4/03	15.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	Women's BB 11/1/03	15.00
Lancaster, Merri	050600	Women's Basketball	Other Contractual Services	Women's BB 11/1/03	15.00
Lancaster, Merri	050600	Women's Basketball	Other Contractual Services	Women's BB Game 11/4/03	15.00
Peyton, Jeff	050600	Women's Basketball	Other Contractual Services	Referee WBB 11/4/03	85.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	WBB Game 11/01/03	15.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	WBB Game 11/4/03	15.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game 11/4/03	15.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	Book Official WBB 11/1/03	15.00
Sauk Valley Newspapers	050600	Women's Basketball	Other Supplies	Colored Poster/Schedules	95.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	WBJ210 Delong Dazzle Cloth WMS Basketball Jersey	1,723.07
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Premier Tricot Mesh Reversibles Scarlet/Black	102.96
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-thru 10/19/03	410.71
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-Ottawa thru 10/26/03	164.52
Fleetwood, Katie L.	050600	Women's Volleyball	Other Contractual Services	Volleyball Game 10/28/03	15.00
Jackson, Joshua A.	050600	Women's Volleyball	Other Contractual Services	Volleyball Game 10/28/03	15.00
Major, Krista L.	050600	Women's Volleyball	Other Contractual Services	Volleyball game 10/28/03	15.00
McCormick, Karrie L.	050600	Women's Volleyball	Other Contractual Services	Volleyball 10/28/03	15.00
Rosquist, Melissa S.	050600	Women's Volleyball	Other Contractual Services	Volleyball Game 10/28/03	15.00
Stadel, Ryan J.	050600	Women's Volleyball	Other Contractual Services	Volleyball Game 10/28/03	15.00
Follett Bookstore	050600	Women's Volleyball	Instructional Supplies	Bookstore Charges	102.19
Barnes, Kris	050600	Women's Volleyball	Other Supplies	Sophmore Night Supplies	54.99
Barnes, Kris	050600	Women's Volleyball	Other Conference & Meeting	Travel Volleyball thru 10/20/03	144.65
Holiday Inn	050600	Women's Volleyball	Other Conference & Meeting	Regional 10/31/03	283.05
Boyle, Dayle	050600	General Athletics	Other Contractual Services	Trainer Volleyball Game 10/28/03	50.00
Boyle, Dayle	050600	General Athletics	Other Contractual Services	Trainer Volleyball 11/1/03	50.00
Gold, Christina	050600	General Athletics	Other Contractual Services	Trainer Volleyball 11/4/03	80.00
Gold, Christina	050600	General Athletics	Other Contractual Services	Trainer BB 11/7/03	80.00
Gold, Christina	050600	General Athletics	Other Contractual Services	Trainer BB 11/8/03	80.00
Shorr Packaging Corp	050600	General Athletics	Other Materials and Supplies	Gym Floor Tape	150.40
Brooke Insurance	050600	General Athletics	General Insurance	Student Accident Insurance 2003/2004	11,373.00
Winters, Frederick	050600	Student Activities	Consultants	Performance 11/13/03	1,800.00
Illinois Valley Community Coll	050600	Student Activities	Publications and Dues	ICCSAA Membership	75.00
Derby, Dustin C.	050600	Student Activities	Other Materials and Supplies	Red Ribbon Week	26.41
Film for the Humanities & Scie	050600	Student Activities	Other Materials and Supplies	Chill: Straight Talk About Stress	83.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Follett Bookstore	050600	Student Activities	Other Materials and Supplies	Department Bookstore Charges thru 9/26/03	4.40
Follett Bookstore	050600	Student Activities	Other Materials and Supplies	Bookstore Charges	13.59
Derby, Dustin C.	050600	Student Activities	Conference/Meeting Expense	IVCC College Night 10/30/03	36.00
Kishwaukee College	050600	Student Activities	Conference/Meeting Expense	College Night 11/5/03	10.00
Sikkema, Kristine R.	050600	Student Activities	Conference/Meeting Expense	Travel-Ambassador Leadership & Teambuilding	20.42
Consolidated Management Co	050600	Student Activities	Other Conference & Meeting	10/22/03 Lunch for 22	93.70
Follett Bookstore	050600	Student Government	Other Materials and Supplies	Department Bookstore Charges thru 9/26/03	2.74
Dixon Floral Company	050600	Drama	Other Materials and Supplies	Wooden Shelf-Wooden Dresser	290.00
Hedrick, Jason J.	050600	Drama	Other Materials and Supplies	Prop/Costume/Fall Production	123.37
Hedrick, Jason J.	050600	Drama	Other Materials and Supplies	Production Supplies/Cookout	64.40
Menards	050600	Drama	Other Materials and Supplies	Building Materials for Fall Production 03	31.40
Menards	050600	Drama	Other Materials and Supplies	Building Materials for Fall Production 03	33.70
Allison, Jay	050600	Speech & Readers Theater	Other Conference & Meeting	Fall 03 Petit Jean Festival (Lodging)	750.00
Consolidated Management Co	050600	Speech & Readers Theater	Other Conference & Meeting	Cast & Crew Dinner Theaters (20@\$14)	280.00
Hedrick, Jason J.	050600	Speech & Readers Theater	Other Conference & Meeting	Advance for Petit Jean trip 11/5/03	1,080.00
Sauk Valley Newspapers	050600	Voyager	Other Materials and Supplies	Printing November Issue of Voyager	285.35
Amoco Oil Company	050800	Transportation	Vehicle Supplies	Gas-College Van	351.82
Damhoff, Russ K.	050800	Transportation	Vehicle Supplies	Gas-College Van 10/19/03	37.60
Jackson, William J.	050800	Transportation	Vehicle Supplies	Gas College Van	12.25
Olmsted, Brian T.	050800	Transportation	Vehicle Supplies	Gas purchase for College Van	19.00
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas-College Van	49.23
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas for College Van	235.17
Professional Benefit Administr	051000	Medical Insurance	Individual Stop Loss		10,301.86
Professional Benefit Administr	051000	Medical Insurance	Dependent Stop Loss		8,040.21
Professional Benefit Administr	051000	Medical Insurance	Precertification		372.50

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Professional Benefit Administratr	051000	Medical Insurance	Adminstrative Costs		2,709.75
Professional Benefit Administratr	051000	Medical Insurance	Life & AD&D		1,266.67
Barnum, Ashley J.	051400		Student Loans	Student Loan Due 12/5/03	250.00
Follett Bookstore	062022	WFP- Education to Careers Grant	Other Contractual Services	Department Bookstore Charges thru 9/26/03	750.00
Johnson, Virginia	062022	WFP- Education to Careers Grant	Other Contractual Services	Color Overheads for 8th grd project	40.61
Rick Trow Productions	062022	WFP- Education to Careers Grant	Other Contractual Services	1500 Career Game Booklets-BCG711	1,354.32
SVCC Educational Fund	062050		I/F Payable	Interfunds	6,224.38
State Universities Retirement	062050	SBDC Grant	SURS	Matching Funds	152.57
Illini Trophy	062050	SBDC Grant	Office Supplies	Name Badge-Tammy	6.00
SBM Business Equipment Center	062050	SBDC Grant	Office Supplies	Maintenance Contract FY04	70.73
Shawver Press Inc	062050	SBDC Grant	Office Supplies	Business Cards/Letterhead	232.00
Quill Corporation	062050	SBDC Grant	Other Supplies	2004 Weekly Planner 038-E71750	88.26
Consolidated Management Co	062050	SBDC Grant	Conference/Meeting Expense	Export Seminar 9/19/03	52.50
Gallatin River Communications	062050	SBDC Grant	Telephone	Monthly Telephone Charge	33.32
Hall, Doris J.	062056	ICCB Adult Ed-Federal Basic	Conference/Meeting Expense	Travel-Decatur 10/15/03 GED Meeting	108.40
Marruffo, Kerrie M.	062058	ICCB Adult Ed-State Basic-Instru	Administrative Staff- Part-Time Supplies for Wallace School		139.96
Deem, Craig A	062058	ICCB Adult Ed-State Basic-Instru	Instructional Supplies	October Cleaning-GED Classes	25.00
Illini Trophy	062058	ICCB Adult Ed-State Basic-Instru	Instructional Supplies	Name Badges-Wallace	24.00
Sterling Community Unit School	062058	ICCB Adult Ed-State Basic-Instru	Rental- Facilities	Rental of Wallace School Facilities/Adult Ed	5,205.64
Consolidated Management Co	062059	ICCB Adult Ed-Performance-Litera	Instructional Supplies	Tutor/Council Reception	236.25
Scholastic Book Club	062059	ICCB Adult Ed-Performance-Litera	Instructional Supplies	CBE 03029 The Very Hungry Caterpillar	495.00
SVCC Educational Fund	062060		I/F Payable	Interfunds	4,335.55
Philippe Cypress, Jean	062061	Ill Hum. Coun- Glob Aware	Conference/Meeting Expense	Per Diem Expense	370.00
SVCC Educational Fund	062063		I/F Payable	Interfunds	609.22
SVCC Educational Fund	062073		I/F Payable	Interfunds	6,767.81

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SVCC Educational Fund	062140		I/F Payable	Interfunds	10,921.47
SVCC Educational Fund	062150		I/F Payable	Interfunds	198,606.99
SVCC Educational Fund	063011		I/F Payable	Interfunds	8,578.86
State Universities Retirement	063011	Student Support Services Grant	SURS	Matching Funds	688.05
Quill Corporation	063011	Student Support Services Grant	Office Supplies	#038-E210-50 At-A-Glance #E21 Daily Calndar Refill	26.01
Xerox Corporation	063011	Student Support Services Grant	Office Supplies	Drum Replacement/Work Center Pro 412 Copy Machine	95.00
SVCC Educational Fund	063012		I/F Payable	Interfunds	6,263.12
SVCC Educational Fund	063013		I/F Payable	Interfund/SEOG	17,850.00
SVCC Educational Fund	063014		I/F Payable	Interfund/SEOG	830,478.76
Connections Project	063020	Perkins IIc	Conference/Meeting Expense	Tech Prep Conference 9/23/03	75.00
National Association of Indust	063020	Perkins IIc	Conference/Meeting Expense	NAIT Fall Conference Registration Fee	275.00
Bos, Keith A.	063020	Perkins IIc -Special Populations	Conference/Meeting Expense	Travel-Area Schools thru 10/28/03	69.12
SVCC Educational Fund	063030		I/F Payable	Interfunds	5,494.01
ICTM	063030	Perkins IIIE Tech Prep	Consultants	Fall 03 Math Competition Fees	600.00
Johnson, Virginia	063030	Perkins IIIE Tech Prep	Consultants	Nat'l Tech Prep Conference-Nashville, TN 10/06/03	1,221.80
Johnson, Virginia	063030	Perkins IIIE Tech Prep	Consultants	Travel-Normal-Men in Nursing Workshop	5.25
Johnson, Virginia	063030	Perkins IIIE Tech Prep	Printing	Red Pens	5.49
Whiteside Area Career Center	063030	Perkins IIIE Tech Prep	Printing	Brochures/ICP Folders	450.00
Consolidated Management Co	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Food for Consortium	33.95
SVCC Educational Fund	063071		I/F Payable	Interfunds	2,198.59
Fiserv Health Tennessee	063075	IDHS AmeriCorps - Member Activit	Medical Insurance	Member's Health Insurance	926.01
Consolidated Management Co	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Orientation Lunch 9/2-9/9	316.90
Consolidated Management Co	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Orientation Lunch 9/16	71.27
Consolidated Management Co	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Orientation Lunch 9/23	67.14
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	SURS	Matching Funds	268.56

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Illini Trophy	063075		Office Supplies	Name Badge-M Miller-McKinstra	6.00
Mississippi Industries for the	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Members Gear	439.00
Mississippi Industries for the	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Members Gear	87.00
Mississippi Industries for the	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Members Gear Returned	-80.00
Spirit of Louisiana Foundation	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	Early Bird Registration-AmeriCorps Dir. Conference	160.00
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	Travel-Area Sites & ICOVA Meeting thru 10/29/03	61.00
Tribeworks	064030	IDHS AmeriCorps- Nonmember Activ	Computer Software	I-Shell Software	845.00
NCS Pearson, Inc	064030	Restricted Fund-GOD Certificates	Computer Software	ST201 ScanTools II Application Development Software	1,275.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Computer Software	Retrospect 6.5 Multi-server Upgrade w/Addon Value	2,415.00
Optical Analysis Corporation	064030	Restricted Fund-GOD Certificates	Capital Supplies	CX31-100 Microscopes	5,521.86
Staples	064030	Restricted Fund-GOD Certificates	Capital Supplies	TI-83 Calculators	1,019.28
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	IBM NV M42 2.53/512/40/CMBO/ZIP/XP	3,092.00
Arduis Medical	064030	Restricted Fund-GOD Certificates	Capital Supplies	Alaris Signature 7100 Pre-Owned Infusion Pump	2,070.35
Armstrong Medical	064030	Restricted Fund-GOD Certificates	Capital Supplies	Digit Finger Oximeter AD-6000	399.55
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	IBM NV M42 2.53/512/40/CMBO/ZIP/XP	1,546.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	USB Pen Drives	220.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	IBM 8305 P4-2.4G, 512M XP Pro, 40G HD, CDRW/DVD,	34,683.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	CPU Upgrades	126.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	IBM NV M42 2.53/512/40/CMBO/ZIP/XP	4,184.00
CDW	064030	Restricted Fund-GOD Certificates	Capital Supplies	471505 Palm Tungsten C Handheld	505.49
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP 2300 DTN Laser Printer	1,450.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP 2300 DTN Laser Printer	1,450.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP 1100 Printers	720.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP 1100 Printers	240.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP 2300 DTN Laser Printer	1,450.00

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Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	IBM Netvista S42(8319-41U) P4-2.4/256/40G/48X/Enet	6,550.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP 1100 Printers	240.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP LasetJet 1100dtn	499.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	HP Business inkjet 2600dtn	1,435.00
RMS Informational Technology I	064030	Restricted Fund-GOD Certificates	Capital Supplies	RMS-GBIC HP GB Interface Card (inc. Installation)	1,888.00
Floor Covering Express	064030	Restricted Fund-GOD Certificates	Capital Supplies	Remove & Dispose of Existing Carpet;	53,143.83
RMS Informational Technology I	064030	Restricted Fund-GOD Certificates	Office Equipment	RMS-rp2470 Server	24,238.00
Universal Hospital Services	064030	Restricted Fund-GOD Certificates	Instructional Equipment	Baxter Colleague Infusion Pump-Single Refurbished	2,795.00
Follett Bookstore	101020	Cheerleading Club	Other	Bookstore Charges	842.00
Slain, Verna	101020	Cheerleading Club	Other	Labor for Uniforms	227.50
Slain, Verna	101020	Cheerleading Club	Other	Supplies & Material for Uniforms	227.45
Salgado, Ana S.	101120	ALAS Club	Other	Supplies-Day of Dead Celebration	24.38
Salgado, Ana S.	101120	ALAS Club	Other	Lunch-Day of the Dead Speaker	11.05
Frerichs, Nancy M.	101140	Phi Theta Kappa Club	Other	Phi Theta Kappa Supplies 10/6/03	19.50
Mitchell, Courtney R.	101140	Phi Theta Kappa Club	Other	PTK Supplies	55.58
Nunez, Steve C.	101140	Phi Theta Kappa Club	Other	PTK T-Shirts	112.00
Ward, Murray, Pace, & Johnson,	12	Risk Management	Legal Services	General & Person & Property Legal Services/Sept.	33.75
Gallatin River Communications	12	Risk Management	Telephone	911 Cama Trunk Lines	89.48
Verizon Wireless	12	Public Safety	Maintenance Services	Security Cell Phones	65.15
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security w/e 10/11, 10/18/03	864.80
Interstate Batteries	12	Public Safety	Other Supplies	Replacement Radio Batteries	934.15
				BANK ACCOUNT 1 TOTAL:	2,600,038.32
				BANK ACCOUNT 2 TOTAL:	1,267,582.23
				ALL ACCOUNTS TOTAL:	3,867,620.55