

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA
Third Floor Board Room
December 20, 2004
7:00 p.m.

A. Call to Order

B. Roll Call

C. Communications from Visitors

D. Consent Agenda

1. Approval of Minutes
2. Treasurer's Report
3. Bills Payable
4. Payrolls
November 30, 2004 \$ 254,009.13
December 13, 2004 \$ 264,723.13
5. Budget Report
6. Board Policy 601.01 Rights and Responsibilities of Students (First Reading)
7. New AAS Degree and Certificate Programs

E. President's Report

1. Board Policies Review – 201.01; 202.01; 203.01; 204.01; 205.01
2. Enrollment Update

F. Financial Reports and Actions

None

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

H. Closed Session Minutes

Closed Session Minutes of November 22, 2004

I. Personnel

1. Temporary (Spring Semester) Full-Time Faculty Appointment – Music
2. Temporary (Spring Semester) Full-Time Faculty Appointment – English/Speech

J. Other

- 1. Presidential Search Brochure**
- 2. Trustee Resignation**

K. Reports

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

L. Adjournment

Board of Trustees Meetings

January 24, 2005

February 28, 2005

March 28, 2005

April 25, 2005

ICCTA Monthly Meetings

January 14, 2005

Hilton Hotel, Springfield

February 10-11, 2005

Crowne Plaza Hotel, Springfield

March 11, 2005

Hilton Hotel, Lisle/Naperville

TBA

Springfield

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
MINUTES
December 20, 2004

The Board of Trustees of Sauk Valley Community College met in regular session at 7:02 p.m. on December 20, 2004 in the third floor Board Room at Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

Edward Andersen	Ed Cox
Henry Dixon	Robert Thompson
Pennie von Bergen Wessels	

SVCC Staff: President Richard L. Behrendt
Attorney Ole Bly Pace III
Vice President Ruth Bittner
Vice President Joan Kerber
Director of College Relations Cal Lyons
Dean of Health and Sciences Janet Lynch
Dean of Information Services Alan Pfeifer
SVCC Faculty Association Representative Judy Anderson
Administrative Assistant to the Board Nancy Breed

Absent: William Simpson
Nancy Varga

Communication from Visitors: Dr. Behrendt shared with the Board the letter received from retiring Professor Judy Williamson, thanking the Board for their support by granting her a sabbatical leave in 1996 and electing her faculty member of the year in 1998.

Consent Agenda: It was moved by Member Andersen and seconded by Member Cox that the Board approve the Consent Agenda. In a roll call vote, all voted aye. Motion carried.

President's Report: Dr. Behrendt reported the Fall 10th day report for Sauk Valley and other area colleges and stated that the College will end the Fall 2004 semester up approximately 1% in credit hours.

Closed Session: At 7:04 p.m., it was moved by Member Andersen and seconded by Member von Bergen Wessels that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the College, including hearing testimony on a complaint lodged

against an employee to determine its validity, and closed session minutes consideration. In a roll call vote, all voted aye. Motion carried.

Regular Session: The Board returned to regular session at 7:19 p.m.

Closed Session Minutes: It was moved by Member Andersen and seconded by Member Dixon to approve the minutes of the November 22, 2004 closed session meeting. In a roll call vote, all voted aye. Motion carried.

Temporary (Spring Semester) Full-time Faculty Appointment - Music: It was moved by Member von Bergen Wessels and seconded by Member Cox to approve the appointment of Sister Philomene Reiland as temporary full-time Assistant Professor of Music for the Spring Semester. In a roll call vote, all voted aye. Motion carried.

Temporary (Spring Semester) Full-time Faculty Appointment - English/Speech: It was moved by Member von Bergen Wessels and seconded by Member Cox to approve the appointment of Ruth Montino as temporary full-time Assistant Professor of English/Speech for the Spring Semester. In a roll call vote, all voted aye. Motion carried.

Presidential Search Brochure: It was moved by Member von Bergen Wessels and seconded by Member Cox to approve the Presidential Search Brochure as presented. In a roll call vote, all voted aye. Motion carried.

Trustee Resignation: Member Dixon informed the Board that he is resigning from the Board effective with this meeting as his division of the Illinois National Guard is being mobilized to be deployed to Iraq in 2005. He thanked Dr. Behrendt for his many years of service to the College and his assistance to the Board. He also thanked all administrative staff and faculty for their support and service to the College.

Chair Thompson accepted with deep regret Member Dixon's resignation and thanked him for his years of service and support to the College and to the country. He stated that the Board had 60 days in which to find a replacement and that the procedure to replace Member Dixon will be announced at a later date.

Reports: *Student Trustee:* None

ICCTA Representative: No report at this time. Chair Thompson is considering attending the legislative summit in Washington, D.C. in March 2005.

Foundation Liaison: No report at this time. Member Dixon stated that a new Foundation Liaison will need to be appointed since he is leaving.

Board Chair: Chair Thompson stated that procedures will be announced at a later date to fill the Trustee position vacated by Member Dixon and he wished everyone a joyous holiday season.

Board Member Comments: Member von Bergen Wessels stated that the February 2005 meeting of ICCTA will have Rush Kidder as the keynote speaker to discuss core values and she strongly urged all Board members to attend if possible.

Adjournment:

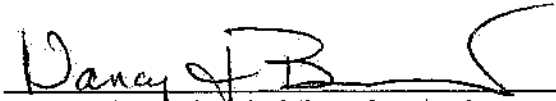
Since the scheduled business was completed, it was moved by Member von Bergen Wessels and seconded by Member Dixon that the Board adjourn. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 7:27 p.m.

Next Meeting:

The next regular meeting of the Board will be at 7:00 p.m. on January 24, 2005 in the Board Room.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Nancy J. Breed", with a stylized flourish extending to the right.

Nancy J. Breed, Administrative Assistant
to the Board of Trustees

December 15, 2004

Dear President Behrendt,

I have enjoyed my years of teaching at SVCC. This has been a great place to work. It was a pleasure to be a part of the college and to work with the dedicated faculty and staff. I also appreciate the support and encouragement I received from Deans Patrick Kennedy and Michael Seguin.

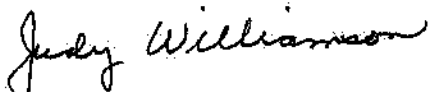
Please thank the members of the SVCC board for granting me a sabbatical to work on minority American literature. As a result of the study I did that semester, I have used the material for my literature classes and published a number of articles on African American and Hispanic literature. I want the board to know that I appreciated having the time to devote to the study of that literature. I also enjoyed the dinner and ceremony in Springfield that Dave and I attended in 1998 when the board selected me as the SVCC faculty member of the year. Please let the board members know that I appreciated their acknowledgement of my teaching.

The time has passed quickly, and I have many good memories. Working with the team that established The Write Place was a highlight of my career here. It was rewarding to watch our English classes move from traditional classrooms to computer-assisted composition classes.

I have enjoyed working with so many SVCC students, and it is a pleasure to see them succeed as they continue their education and move on to their careers.

Most of all, I want to thank you for your support. You have always let me know that I am a valued member of the college.

Sincerely,

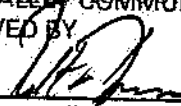


Judy Williamson
Professor of English

cc: Dr. Patrick Kennedy

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES - TREASURER'S REPORT
As of November 30, 2004

CHECKING ACCOUNTS

<u>INTEREST BEARING ACCOUNTS</u>	<u>INTEREST RATE</u>	<u>AMOUNT</u>
General Account - Sterling Federal Bank	1.52	\$108,258.56
Illinois Funds - Firststar Bank, Springfield	1.81	1,178,308.28
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS		1,286,566.84
APPROVED BY 		
<u>MONEY MARKET</u>		
ABN-AMRO Investment Services, Inc.	1.29	301,626.27
TOTAL CHECKING ACCOUNTS <u>Wane Varga (MS)</u>		\$1,588,193.11
		SECRETARY

INVESTMENTS

<u>FINANCIAL INSTITUTION</u>	<u>DATE</u>	<u>MATURITY</u>	<u>INTEREST RATE</u>	<u>AMOUNT</u>
First National Bank in Amboy	02-09-05		1.69	\$1,000,000
First National Bank in Amboy	02-26-05		1.74	1,000,000
The National Bank, Sterling	02-26-05		2.00	1,000,000
US Bank, Sterling	02-27-05		1.88	1,000,000
Union Bank, Tampico	03-28-05		1.79	1,000,000
Sterling Federal Bank	08-04-05		2.48	1,000,000
Sterling Federal Bank	08-04-05		2.48	1,000,000
SUBTOTAL INVESTMENTS				7,000,000

BOND INVESTMENTS - Liability, Protection & Settlement

	<u>YIELD</u>	<u>PRICE</u>
Federal Home Loan Bank 12-15-04	2.00	611,496.84
GA Mun Elec Auth 01-01-05	4.75	381,108.54
Fed Natl Mtg Assn Benchmark 03-15-05	1.50	479,164.06
Federal Home Ln Mtg Corp Refrnce NT 09-15-05	1.60	200,699.17
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
Houston Tex Water & Sewer System 12-01-05	1.40	53,259.22
Federal Home Loan Bank Bonds 12-15-05	1.90	599,105.46
NC Mun Elec Auth 01-01-06	4.90	315,100.33
Fed Natl Mtg Assn 04-15-06	1.50	551,675.36
Fed Natl Mtg Assn 07-15-06	2.67	504,439.27
Milwaukee Cnty Wis 09-01-06	2.50	218,744.28
Benton Cnty Wash Sch Dist No 52 12-01-06	1.50	266,538.06
Las Cruces NM 12-01-06	4.85	204,265.00
Houston TX Wtr & Swr System 12-01-06	4.30	50,988.83
Mokena IL Go Bonds 2004 12-15-06	1.25	395,048.75
Carol Stream IL Tax 01-15-07	5.07	202,570.89
Anch AL Tel Util 03-01-07	4.90	158,619.08
SUBTOTAL BONDS		\$5,724,353.74

TOTAL INVESTMENTS

\$12,724,353.74

Sauk Valley Community College
Board of Trustees
December 20, 2004

Summary of Bills Payable

Amount

General Operating Funds

\$ 551,024.88

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY



PRESIDENT



SECRETARY

DATE 12/20/04

REPORT SYRCHUR
FISCAL YEAR 2004

Sauk Valley Community College
Check Register
From 11/18/04 To 12/20/04

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
United Way of Lee County	01		United Way Payable		30.00
United Way of Lee County	01		United Way Payable		30.00
United Way of Sterling-Rock Pa	01		United Way Payable		33.46
United Way of Sterling-Rock Pa	01		United Way Payable		33.46
Illinois Mutual	01		Optional Disability Insurance		3.89
Illinois Mutual	01		Optional Disability Insurance		3.89
SVCC Foundation	01		Foundation Payable		109.00
SVCC Foundation	01		Foundation Payable		109.00
American Express Financial Adv	01		American Express		420.00
American Express Financial Adv	01		American Express		420.00
American Express Financial Adv	01		American Express		420.00
Equitable Life Assurance	01		Equitable		250.00
Equitable Life Assurance	01		Equitable		250.00
Franklin Financial Services Co	01		Franklin Life		297.50
Franklin Financial Services Co	01		Franklin Life		297.50
New York Life Insurance & Annu	01		New York Life		300.00
New York Life Insurance & Annu	01		New York Life		300.00
Fidelity Investments	01		Fidelity Investments	ACCURED ANNUITIES-Fidelity Investments	60.00
Fidelity Investments	01		Fidelity Investments	ACCURED ANNUITIES-Fidelity Investments	8,060.00
Maddell & Reed, Inc	01		Maddell & Reed		285.00
Maddell & Reed, Inc	01		Maddell & Reed		285.00
Appel, Ashley	01		Accounts Payable	Online Refund	198.00
Austin, Alma P	01		Accounts Payable	Online Refund	858.00
Baker, Jessica M.	01		Accounts Payable	Stafford Im	1,273.61
Benson, Sarah R.	01		Accounts Payable	Online Refund	99.00
Boims, Amber R.	01		Accounts Payable	Online Refund	132.00

REPORT SVRCHK
FISCAL YEAR 2004

Sauk Valley Community College
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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Southern Illinois University	01		JTPA Whiteside	Exam Fee-NIMP	100.00
Galvan, John M.	01		Americorps	Americorp Reimbursement	637.37
BEST, INC	01		JTPA Lee	Refund Fall 04	621.00
Illinois Valley Community Coll	01		Dislocated Workers	Map Replacement-Dislocated Workers	35.60
Consolidated Management Co	01		Foundation Expense	Reception-Sauk Employees	726.25
Consolidated Management Co	01		Foundation Expense	Student Housing Kick Off	26.00
New Readers Press	01		Foundation Expense	Puzzles	70.40
Perce, Janice A.	01		Foundation Expense	Scholarship	1,555.00
Rick Trow Productions	01		Foundation Expense	Career Game Workbooks	900.00
Follett Bookstore	01		Dislocated Worker Expense	Bookstore Charges	2.39
Quill Corporation	01		Dislocated Worker Expense	Office Supplies	101.97
Unique Computer	01		Due from Computer Purchase Plan	Computer Purchase Plan C Shelley	1,126.25
State Universities Retirement	01		SURS Payable		28,459.31
State Universities Retirement	01		SURS Payable		29,969.47
Select Employees Credit Union	01		Credit Union Payable		11,840.97
Select Employees Credit Union	01		Credit Union Payable		11,840.97
SVCC Faculty Association	01		Faculty Association Payable		1,092.62
SVCC Faculty Association	01		Faculty Association Payable		1,092.62
Minnesota Child Support Paymen	01		Wage Garnishment Payable	GARNISHMENT	316.80
Minnesota Child Support Paymen	01		Wage Garnishment Payable	GARNISHMENT	316.80
RRCA-Management	01		Wage Garnishment Payable	GARNISHMENT	98.33
State Disbursement Unit	01		Wage Garnishment Payable	GARNISHMENT	162.50
State Disbursement Unit	01		Wage Garnishment Payable		162.50
Community Health Charities of	01		United Way Payable	ACCRUED W/H	9.00
Community Health Charities of	01		United Way Payable		9.00

REPORT SVRCHK
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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Kyzivat, Katie	01		Accounts Payable	Online Refund	41.00
Leathers, Michael O.	01		Accounts Payable	Upward Mob	396.00
Leigh, Shirley J	01		Accounts Payable	Online Refund	61.00
Mackey, Tresa C.	01		Accounts Payable	Stafford In	1,697.50
Metzger, Roland	01		Accounts Payable	Online Refund	39.00
Meyers, Luke W.	01		Accounts Payable	Online Refund	1,435.00
Miller, Nicki	01		Accounts Payable	Online Refund	85.00
Monson, Bethany S.	01		Accounts Payable	Online Refund	99.00
Newton, James	01		Accounts Payable	Online Refund	41.00
Oester, Margaret M.	01		Accounts Payable	Online Refund	61.00
Oester, Margaret M.	01		Accounts Payable	Online Refund	85.00
Payne, Angela M.	01		Accounts Payable	Stafford In	1,697.50
Roberts, Harrison M.	01		Accounts Payable	Stafford In	1,273.61
Sachoff, Tanya M.	01		Accounts Payable	MAP GC	180.00
Schmidt, Karen E.	01		Accounts Payable	PELL GC	507.00
Seaman, Lisa J.	01		Accounts Payable	Online Refund	41.00
Shetler, Sandra K.	01		Accounts Payable	Online Refund	61.00
Smelters, Melissa R.	01		Accounts Payable	Online Refund	99.00
Smith, Bethany F.	01		Accounts Payable	Endrn Gt	200.00
Stanley, Ashley D.	01		Accounts Payable	Ck fr mother for bks	300.00
Stanley, Ashley D.	01		Accounts Payable	Online Refund	700.00
Stephenson, Brian J.	01		Accounts Payable	PELL Bal	230.49
Stern, Mary L.	01		Accounts Payable	PELL	507.00
Stubs, Sandra	01		Accounts Payable	Online Refund	26.00
Sullivan, Gleason B.	01		Accounts Payable	Online Refund	462.00

REPORT SVRCHKR
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Brown, Sherry L.	01		Accounts Payable	Online Refund	380.00
Burkett, Nicole M.	01		Accounts Payable	Fndcn Gt	250.00
Cassiberry, Bambi L.	01		Accounts Payable	Refund-Fin Assistance Only	184.43
Colclasure, Kimberly J.	01		Accounts Payable	Fndcn Gt	250.00
Conner, Sara R.	01		Accounts Payable	Online Refund	99.00
Davis, Roxanne C.	01		Accounts Payable	PELL/TIA	2,275.00
Davis, Roxanne C.	01		Accounts Payable	MAP Gt	585.00
Edwards, April-Lynn	01		Accounts Payable	Online Refund	62.42
Ely, Sue E.	01		Accounts Payable	Online Refund	85.00
Fahs, Gina A.	01		Accounts Payable	Online Refund	614.00
Forren, Rachael L.	01		Accounts Payable	Stafford Ln	970.00
Fritz, Nathan	01		Accounts Payable	Online Refund	114.00
Gaul, Holly E.	01		Accounts Payable	Refund-Fin Assistance Only	280.55
Gonzalez, Jose M.	01		Accounts Payable	Online Refund	39.00
Grady, Hannah	01		Accounts Payable	Online Refund	85.00
Grady, James E.	01		Accounts Payable	Online Refund	85.00
Grady, Linda J.	01		Accounts Payable	Online Refund	85.00
Grady, Megan	01		Accounts Payable	Online Refund	85.00
Griffis, Jennifer S.	01		Accounts Payable	MAP Gt	630.00
Henderson, Melissa M.	01		Accounts Payable	Online Refund	26.00
Howard, William K.	01		Accounts Payable	Online Refund	3.00
Jacobs, Franz R.	01		Accounts Payable	PELL Gt	200.00
Josephsen, Christopher A.	01		Accounts Payable	PELL Bal	1,441.00
Kriebs, Matt J.	01		Accounts Payable	Online Refund	99.00
Kyzivat, Katie	01		Accounts Payable	Online Refund	41.00

REPORT SVRCHKR
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Unique Computer	01	President	Office Supplies	Replace Circuit Board In Printer	375.00
Higher Education Publication I	01	President	Publications and Dues	2005 Higher Education Directory	68.00
Behrendt, Richard	01	President	Conference/Meeting Expense	Travel-Conference 11/11-11/13/04 ICCCTA	25.20
Fifth Third Bank	01	President	Conference/Meeting Expense	President's Conference	560.00
Campus Tech, Inc	01	College Relations	Office Supplies	Quark Express 6.0 WIN	204.00
Ashton Gazette	01	College Relations	Publications and Dues	1 Year Subscription	23.00
Amboy News	01	College Relations	Advertising	Ad-College Night	73.80
Carroll County Review	01	College Relations	Advertising	College Night Ad	70.00
Fulton Press Inc	01	College Relations	Advertising	College Night	57.50
Insight Media Advertising	01	College Relations	Advertising	Gross Ad Fee-4 Day Weather Crawl	25.00
Mc Carroll Mirror-Democrat	01	College Relations	Advertising	College Night Ads	130.00
Ogile County Life	01	College Relations	Advertising	College Night Ad	67.50
Ogile County Newspapers	01	College Relations	Advertising	Fall Registration Ads	225.00
Ogile County Newspapers	01	College Relations	Advertising	College Night Ad	73.00
Sauk Valley Newspapers	01	College Relations	Advertising	College Night	113.25
Sauk Valley Newspapers	01	College Relations	Advertising	College Night	151.00
Sauk Valley Newspapers	01	College Relations	Advertising	Adult Info Night	151.00
Sauk Valley Newspapers	01	College Relations	Advertising	Adult Information Night	113.25
Sauk Valley Newspapers	01	College Relations	Advertising	Spring Registration	226.50
Sauk Valley Newspapers	01	College Relations	Advertising	Basketball Ad	100.00
Sauk Valley Newspapers	01	College Relations	Advertising	Spring Registration	169.88
WIXN FM - WIXN AM	01	College Relations	Advertising	Guest DJ	550.00
WIXN FM - WIXN AM	01	College Relations	Advertising	Radio Ad	550.00
WIS Pub. News-Sentinel/The Rev	01	College Relations	Advertising	College Night	87.50
WRHU FM The HUB	01	College Relations	Advertising	Radio Ads	79.50

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Sullivan, Gleason B.	01		Accounts Payable	Online Refund	775.00
Sullivan, Gleason B.	01		Accounts Payable	Online Refund	924.00
Swegle, Janice K.	01		Accounts Payable	Online Refund	85.00
Swegle, Jill M.	01		Accounts Payable	Online Refund	85.00
Swegle, Joan M.	01		Accounts Payable	Online Refund	85.00
Swegle, Terri A.	01		Accounts Payable	Online Refund	85.00
Tapia, Gabriel L.	01		Accounts Payable	Online Refund	213.00
Teich, Mia L.	01		Accounts Payable	Stafford Ln	1,273.61
Valdes, Dee K.	01		Accounts Payable	Online Refund	39.00
Watson, Gary R.	01		Accounts Payable	Online Refund	26.00
Watson, Jan	01		Accounts Payable	Online Refund	26.00
Wilson, Djuna M.	01		Accounts Payable	Rec'd Addtl UPM	132.00
Young, Annetta L.	01		Accounts Payable	MAP Gt Bal	245.60
Zinke, Kelly R.	01		Accounts Payable	Online Refund	45.00
Consolidated Management Co	01		Cafeteria payable	Punch-A-Lunch Sales	840.00
Ward, Murray, Pace, & Johnson,	01		Legal Services	General Legal Services Oct.	540.00
Ward, Murray, Pace, & Johnson,	01		Legal Services	General Legal Services Nov.	418.50
Illinois Community College Tru	01		Publications and Dues	Second Half of Membership Dues 2004-05	3,681.00
Sauk Valley Newspapers	01		Advertising	Open Purchase Order Publication/Legal Notices & Ad	726.72
Sauk Valley Newspapers	01		Advertising	Open Purchase Order Publication/Legal Notices & Ad	24.00
Andersen, Edward A.	01		Conference/Meeting Expense	Travel-ICCTA Meeting 11/13/04	422.00
Breed, Nancy J.	01		Conference/Meeting Expense	Travel-ICCTA Conference 11/12/04	112.38
Consolidated Management Co	01		Conference/Meeting Expense	Open P. O./Refreshments-Board Meetings 04-05	37.00
Illinois Community College Tru	01		Conference/Meeting Expense	ICCTA Conference Fee-Ed Andersen	125.00
Thompson, Robert J.	01		Conference/Meeting Expense	Travel-ICCTA Conference 11/12/04	377.22

REPORT SEARCHER
FISCAL YEAR 2004

Sauk Valley Community College
Check Register
From 11/18/04 TO 12/20/04

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Xerox Corporation	01	Art	Maintenance Services	Maintenance Agreement FY 05	799.00
Follett Bookstore	01	Art	Instructional Supplies	Bookstore Charges	26.30
Lundgren's Inc	01	Art	Instructional Supplies	Finishings for Art Department	24.72
Menards	01	Art	Instructional Supplies	Open Purchase Order for Art Supplies	34.24
Green River Lines Inc	01	Art	Other Conference & Meeting	Balance Due Navy Pier Trip	525.00
Ashton High School	01	English	Instructional Service Contracts	English 101 Class-Dual Credit	1,455.00
Follett Bookstore	01	English	Instructional Supplies	Bookstore Charges	4.45
Follett Bookstore	01	Humanities	Instructional Supplies	Bookstore Charges	19.01
Richard Trafnay Piano Tuning &	01	Music	Consultants	Piano Tuning 10/04	40.00
Fifth Third Bank	01	Music	Instructional Supplies	Instructional Supplies <i>supplies</i>	221.59
Follett Bookstore	01	Music	Instructional Supplies	Bookstore Charges	59.98
Heritage Music Center Inc	01	Music	Instructional Supplies	Music Supplies	198.82
Sauk Valley Newspapers	01	Music	Instructional Supplies	Advertising for Music	407.50
Sweetwater Music	01	Music	Instructional Supplies	Editor OM-1SX 1x1 USB MIDI Interface	119.91
Follett Bookstore	01	Philosophy	Instructional Supplies	Bookstore Charges	1.43
Aramark Uniform Services Inc	01	Physical Education	Other Contractual Services	PE Towels	605.52
Aramark Uniform Services Inc	01	Physical Education	Other Contractual Services	PE Towels	669.09
Follett Bookstore	01	Physical Education	Instructional Supplies	Bookstore Charges	32.75
Kellie's Upholstery	01	Fitness Center	Maintenance Services	Reupholster Equipment Pads	80.00
Direct Fitness Solutions	01	Fitness Center	Instructional Supplies	Fitness Center Supplies	431.50
Hoyle, Christine	01	Fitness Center	Instructional Supplies	Red Ribbon Week	27.05
Quill Corporation	01	Fitness Center	Instructional Supplies	12x17 Calendar 039-FW28 Ruled Daily Blocks	7.59
Cosmopolitan	01	Fitness Center	Publications and Dues	FY 05 Renewal	21.97
Fitness Magazine	01	Fitness Center	Publications and Dues	FY 05 Fitness Magazine	9.75
Hoyle, Christine	01	Fitness Center	Conference/Meeting Expense	Travel-Conference 11/13/04	102.40

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Walnut Leader	01	College Relations	Advertising	College Night Ad	39.75
Lyons, Calvin W.	01	College Relations	Conference/Meeting Expense	Airline Ticket for CRD Conference 12/01/04	224.40
Xerox Corporation	01	Printshop	Maintenance Services	Leasing Charge & Meter Usage-Contract 5818	50.15
Bandall	01	Printshop	Purchases for Resale	11x17 70# Sm Fint Cougar Opaque White	1,120.00
Gordon Fiesch Company	01	Printshop	Purchases for Resale	Staple Cart Refills	400.00
Midland Paper	01	Printshop	Purchases for Resale	8-1/2x11 Astro Cosmic Orange	327.20
Midland Paper	01	Printshop	Purchases for Resale	Exact Offset Opaque 70# Txt Tan	231.34
GFC Leasing Company	01	Printshop	Interest		770.60
GFC Leasing Company	01	Printshop	Interest		394.93
Xerox Corporation	01	Printshop	Lease Installment Payments	Leasing Charge & Meter Usage-Contract 5818	49.83
Follett Bookstore	01	VP-Learning Services	Office Supplies	Bookstore Charges	33.93
Quill Corporation	01	VP-Learning Services	Office Supplies	12x17 Calendar 039-PW228 Ruled Daily Blocks	66.18
SBM Business Equipment Center	01	VP-Learning Services	Office Supplies	Typewriter Ribbons for Royal Adler Sat. 40 NTKB214	24.85
Kerber, Joan E.	01	VP-Learning Services	Conference/Meeting Expense	Travel-Coordiators meeting 11/16/04	138.25
Kerber, Joan E.	01	VP-Learning Services	Conference/Meeting Expense	Travel-ICCCA Conference 11/17-11/19/04	273.08
Brevitt, Dianna H.	01	Other Instructional	Tuition Reimbursement	Tuition Reimbursement Fall 2004	345.00
SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Copier Monthly Maintenance for FY05	60.63
Hill, Deborah	01	Other Instructional	Conference/Meeting Expense	Travel-Assessment Conference 11/2/04	43.00
Hurd, Mary Ann	01	Other Instructional	Conference/Meeting Expense	Travel-IBE Conference 11/3-11/5/04	364.75
Megill, Kevin M.	01	Other Instructional	Conference/Meeting Expense	Travel-ICTM Conference 10/16/04	251.38
Vos, Amanda K.	01	Other Instructional	Conference/Meeting Expense	Travel-Assessment Conference 11/2/04	43.00
Consolidated Management Co	01	Other Instructional	Other Conference & Meeting	Faculty Forum	81.00
Smith, Brad W.	01	Curriculum Development/ IAI	Conference/Meeting Expense	Travel-IAI Conference 11/19/04	104.13
Quill Corporation	01	Dean of Arts, Social Sciences & P	Office Supplies	12x17 Calendar 039-PW228 Ruled Daily Blocks	19.96
SBM Business Equipment Center	01	Dean of Arts, Social Sciences & P	Office Supplies	Smith-Corona Correctable Film Ribbons K22200	1.89

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Quill Corporation	01	Dean of Health Careers and Scien	Office Supplies	Open P.O. For Office Supplies	269.85
Quill Corporation	01	Dean of Health Careers and Scien	Office Supplies	Open P.O. For Office Supplies	11.99
SBM Business Equipment Center	01	Dean of Health Careers and Scien	Office Supplies	Open P.O. for Copy Count	59.52
Consolidated Management Co	01	Dean of Health Careers and Scien	Instructional Supplies	PM Refreshments for 70	94.50
Kerber, Joan E.	01	Dean of Health Careers and Scien	Conference/Meeting Expense	Travel-ICCCA Conference 11/17-11/19/04	303.39
Lynch, Janet L.	01	Dean of Health Careers and Scien	Conference/Meeting Expense	Travel-11/22/04	286.77
White, Peggy	01	Phlebotomy	Conference/Meeting Expense	Travel-Clinical Sites	28.12
Dekroff-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Open P.O. for ADN Program	168.53
Dekroff-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Open P.O. for ADN Program	72.75
Dekroff-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Open P.O. for ADN Program	14.53
Hopkins Medical Products	01	Associate Degree Nursing	Instructional Supplies	Replacement Bulb/Valve w/fit Screen for B/P Cuff	37.80
Northern Illinois Home Medical	01	Associate Degree Nursing	Instructional Supplies	Open P.O. for ADN Program	250.00
Wallcut, Inc	01	Associate Degree Nursing	Instructional Supplies	Practi-Powdered Vials #402PP	62.95
Dekroff-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Open P.O. for LPN Program	1.56
Dekroff-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Open P.O. for LPN Program	20.72
Dekroff-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Open P.O. for LPN Program	60.06
Hopkins Medical Products	01	Licensed Practical Nursing	Instructional Supplies	Lge B/P Cuffs #520123	67.20
Wallcut, Inc	01	Licensed Practical Nursing	Instructional Supplies	Practi Powder Vial	191.03
Diagnostic Imaging Inc (Source	01	Radiologic Technology	Maintenance Services	Open P.O. Rad Tech Maintenance	70.00
URCERT (Joint Review Committee	01	Radiologic Technology	Publications and Dues	Annual Accreditation Fee	1,500.00
Brevitt, Diana H.	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits-November	393.38
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits thru 10/28/04	175.13
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits -November	168.00
Carolina Biological Supply Co	01	Biology	Instructional Supplies	ER-17-2100 Drosophila	5.30
Plasma Scientific	01	Biology	Instructional Supplies	ML 1383 Coverslips No. 1 22x22	101.63

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Braddock, Samuel L.	01	Criminal Justice	Conference/Meeting Expense	Travel-Highland CC thru 11/15/04	281.25
Davies-Black Publishing	01	Dean of Business, Tech & Natural	Office Supplies	Building The Learning Organization	47.76
Follett Bookstore	01	Dean of Business, Tech & Natural	Office Supplies	Bookstore Charges	19.98
Quill Corporation	01	Dean of Business, Tech & Natural	Office Supplies	12x17 Calender 039-PW228 Ruled Daily Blocks	65.80
White, Linley V.	01	Dean of Business, Tech & Natural	Office Supplies	Supplies-Staples/Barnes & Noble	72.98
Academy of Management	01	Dean of Business, Tech & Natural	Publications and Dues	Dues for March 2005-February 2006	58.00
Illinois Assoc. for Career & T	01	Dean of Business, Tech & Natural	Publications and Dues	FY 05 Dues	95.00
Lawrence, Marcy S.	01	Dean of Business, Tech & Natural	Other Conference & Meeting	Travel-Lyndon Progress Center-October	67.50
Lawrence, Marcy S.	01	Dean of Business, Tech & Natural	Other Conference & Meeting	Travel-Lyndon Progress Center thru 12/1/04	60.00
Shaff, Steven J.	01	Dean of Business, Tech & Natural	Other Conference & Meeting	Travel-Oregon HS Dual Enrollment thru 12/15/04	750.00
Quill Corporation	01	Accounting	Instructional Supplies	12x17 Calender 039-PW228 Ruled Daily Blocks	2.39
Follett Bookstore	01	Business	Instructional Supplies	Bookstore Charges	82.25
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Service Contract for Sharp Copier	26.70
CDM-G	01	Office & Administrative Services	Computer Software	700467 Scan Soft Naturally Speaking 8 Professional	173.92
CDM-G	01	Office & Administrative Services	Computer Software	700467 Scan Soft Naturally Speaking 8 Professional	173.92
Calendars	01	Electronics	Instructional Supplies	Success Calendar Refills	16.09
Kelvin Electronics	01	Electronics	Instructional Supplies	840479 AM/FM Radio Kit	24.95
McPherson, Steven P.	01	Electronics	Instructional Supplies	Supplies	25.22
Airgas North Central	01	HVAC	Instructional Supplies	B Torch Acetylene Bottles	48.34
Airgas North Central	01	HVAC	Instructional Supplies	HVAC Supplies	21.00
Quill Corporation	01	HVAC	Instructional Supplies	12x17 Calender 039-PW228 Ruled Daily Blocks	2.99
Settles, Jeremiah M.	01	Machine Tool	Instructional Supplies	Machine Tool Supplies	67.62
Calendars	01	Manufacturing Technology	Instructional Supplies	Success Calendar Refills	16.09
Menards	01	Manufacturing Technology	Instructional Supplies	1/2" Conduit	59.60
Quill Corporation	01	Dean of Health Careers and Scien	Office Supplies	Open P.O. For Office Supplies	81.11

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Unique Computer	01	Academic Computing	Instructional Supplies	Cable & Printer	146.00
Unique Computer	01	Academic Computing	Instructional Supplies	ABC Battery	249.00
CDM-G	01	Academic Computing	Instructional Technology Materia	Norton System Works WIN 528522	103.19
CDM-G	01	Academic Computing	Instructional Technology Materia	Art Explosion 800000 WIN 637666	94.77
Mueller Audio Visual	01	Academic Computing	Instructional Technology Materia	4121-290 EIKI 5090A Cassette Recorder	115.00
Mueller Audio Visual	01	Academic Computing	Instructional Technology Materia	Koss Headphones	150.00
CDM-G	01	Academic Computing	Computer Software	531285 Dream Weaver MX	285.00
Hewlett-Packard	01	Academic Computing	Computer Software	Instructional Software Support FY 05	50.65
NCS Pearson, Inc	01	Academic Computing	Computer Software	Support 10/13/04-10/12/05	156.00
Hewlett-Packard	01	Administrative Computing	Maintenance Services	Administrative Hardware Support FY 05	2,425.00
Fifth Third Bank	01	Administrative Computing	Office Supplies	Administrative Hardware Support FY 05 Prestige-A Conference Staples & Book pool supplies	162.55
Toner Tech Plus	01	Administrative Computing	Office Supplies	Refurbish Toner Cartridges	1,653.40
Unique Computer	01	Administrative Computing	Office Supplies	Lite On	277.00
Unique Computer	01	Administrative Computing	Office Supplies	Flash Pens	208.00
Unique Computer	01	Administrative Computing	Office Supplies	Ink Cartridges	124.00
Unique Computer	01	Administrative Computing	Office Supplies	Ink Cartridges	112.00
Unique Computer	01	Administrative Computing	Office Supplies	DRD+R DL 3 Pack	39.00
Hewlett-Packard	01	Administrative Computing	Computer Software	Administrative Software Support FY 05	755.30
NCS Pearson, Inc	01	Administrative Computing	Computer Software	Scanner Software Maintenance	144.00
Quill Corporation	01	Dean of Student Services	Office Supplies	12x17 Calendar 039-PW228 Ruled Daily Blocks	21.03
LRP Publications	01	Dean of Student Services	Publications and Dues	Renewal for FERPA Answer Book for Higher Ed	114.50
Kerber, Joan E.	01	Dean of Student Services	Conference/Meeting Expense	Travel-ICCA Conference 11/17-11/19/04	232.10
Consolidated Management Co	01	Student Recruitment	Other Supplies	College Night Appetizers	693.75
Follett Bookstore	01	Student Recruitment	Other Supplies	Bookstore Charges	59.96
Kerber, Joan E	01	Admissions, Records & Placement	Conference/Meeting Expense	Travel-ICCA Conference 11/17-11/19/04	208.80

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Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	136.98
Wood, Therese L.	01	Biology	Instructional Supplies	Travel-11/15/04	20.44
Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	97.18
Fisher Scientific	01	Chemistry	Instructional Supplies	A407-4 Ethyl Alcohol 4 Liters	91.59
Fisher Scientific	01	Chemistry	Instructional Supplies	AC13013-0250 1, 10-Phenanthroline	63.60
Follett Bookstore	01	Chemistry	Instructional Supplies	Bookstore Charges	3.18
Follett Bookstore	01	Dean of Information Systems	Office Supplies	Bookstore Charges	16.87
NCS Pearson, Inc	01	Dean of Information Systems	Instructional Supplies	229633 Answer Sheet 200 Q 8-1/2x11 cut 500/pkg	1,071.84
Pfeifer, Alan	01	Dean of Information Systems	Conference/Meeting Expense	Travel-Heartland 11/30/04	122.10
-Broadart	01	Learning Resource Center	Library Supplies	23-620-003 Tall Pocket/Full Back Self-stick Imp	289.85
SEM Business Equipment Center	01	Learning Resource Center	Library Supplies	E210 Calendar Refills	20.97
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Open P.O. for Library Books	728.43
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Open P.O. Library Books	127.56
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Open P.O. Library Books	476.23
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Open P.O. Library Books	26.61
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Open P.O. Library Books	88.88
Fifth Third Bank	01	Learning Resource Center	Books and Binding Costs	President's Conference books	3,905.53
American Library Assn	01	Learning Resource Center	Publications and Dues	Membership Renewal	265.00
EBSCO	01	Learning Resource Center	Publications and Dues	Books	741.50
Fifth Third Bank	01	Learning Resource Center	Publications and Dues	President's Conference books	517.02
NILRC	01	Learning Resource Center	Other Materials and Supplies	ProQuest Version of CINAHL Plus	2,951.55
Hewlett-Packard	01	Academic Computing	Maintenance Services	Instructional Hardware Support FY 05	105.00
Pratt Audio-Visual & Video Cor	01	Academic Computing	Maintenance Services	LCD Projector Lamp Replacement	478.00
Pratt Audio-Visual & Video Cor	01	Academic Computing	Maintenance Services	LCD Projector Lamp Replacement	478.00
Fifth Third Bank	01	Academic Computing	Instructional Supplies	President's Conference CDW supplies	581.14

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US Postmaster	01	Other Institutional	Postage	Spring 2005 CCS Class Schedule	1,260.00
US Postmaster	01	Other Institutional	Postage	Spring 2005 CCS Class Schedule	1,575.00
US Postmaster	01	Other Institutional	Postage	Postage	3,500.00
United Parcel Service	01	Other Institutional	Postage	Monthly Charges	115.56
Consolidated Management Co	01	Other Institutional	Recruitment	Search Committee Refreshments	57.00
Consolidated Management Co	01	Other Institutional	Recruitment	Presidential Search Process	17.90
Daily Chronicle	01	Other Institutional	Recruitment	Webmaster Ad	269.32
Kennedy, Patrick	01	Other Institutional	Recruitment	Travel-English Candidates (4)	215.54
Northern Illinois University	01	Other Institutional	Recruitment	Advertisement for Webmaster	68.00
Quad-City Times	01	Other Institutional	Recruitment	Recruitment Open P.O.	201.75
Quad-City Times	01	Other Institutional	Recruitment	Recruitment Open P.O.	201.75
Rockford Register Star	01	Other Institutional	Recruitment	Recruitment Open P.O.	992.34
Sauk Valley Newspapers	01	Other Institutional	Recruitment	Recruitment Open P.O.	43.22
Sauk Valley Newspapers	01	Other Institutional	Recruitment	Recruitment Open P.O.	51.58
Follett Bookstore	01	Other Institutional	Financial Charges & Adjustments	Shannon Flynn Settlement	149.28
SBN Business Equipment Center	01	Business Office	Maintenance Services	Open Purchase Order/Maint. Contract-Copier 2004-05	27.50
Classic Graphics Industries, Inc	01	Business Office	Office Supplies	Tax Forms	213.94
Moore	01	Business Office	Office Supplies	Double Window Envelopes MM398 per/1000	87.85
Moore	01	Business Office	Office Supplies	Laser W-2 Special Format MM275 per/1000	94.85
Fifth Third Bank	01	Business Office	Conference/Meeting Expense	Touchnet Conference	181.20
Meyer, Paula S.	01	Business Office	Conference/Meeting Expense	Travel-Touchnet Conference 11/16/04	504.36
College of DuPage	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Fall 2004	2,390.39
Illinois Central Community Col	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Fall 2004 Semester	1,507.00
Creative Printing	01	Personnel Office	Office Supplies	SVCC Business Cards for Kathryn Snow	40.00
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Open P.O. for B-day Parties, Ceremonies, Meeting	118.00

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Medema, Pamela S.	01	Admissions, Records & Placement	Conference/Meeting Expense	Travel-ICACRA Conference 10/27/04	330.78
Corporate Office City	01	Financial Aid & Veterans Affairs	Office Supplies	Maintenance Agreement	349.00
Creative Printing	01	Financial Aid & Veterans Affairs	Office Supplies	Business Cards Dawn Nardini 500/Box	80.00
Brown, John W.	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel-State Meeting 11/18/04	65.25
Nardini, Dawn A.	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel - ISAC Conference 11/18/04	61.95
Stiefel, Debra	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel-BAC Conference 11/29-12/03/04	829.52
Xerox Corporation	01	Counseling	Maintenance Services	Xerox Charges Oct 2004	7.73
Consolidated Management Co	01	Counseling	Instructional Supplies	State University Transfer Meeting Breakfast	136.25
The Type Reporter	01	Counseling	Publications and Dues	Subscription Renewal	24.95
Florini, Anthony D.	01	Counseling	Conference/Meeting Expense	Travel-November Wallace/Peoria 11/5/04	207.18
Funston, Terry L.	01	Counseling	Conference/Meeting Expense	Travel-ICCCA Conference 11/19/04	74.04
Hall, Doris J.	01	Counseling	Conference/Meeting Expense	Travel-ICCD Testing 11/5/04	111.08
Kerber, Joan E.	01	Counseling	Conference/Meeting Expense	Travel-ICCCA Conference 11/17-11/19/04	135.15
Matheney, Janet I.	01	Counseling	Conference/Meeting Expense	Travel-ICCCA Conference 11/19/04	107.27
Creative Printing	01	VP- College Services	Office Supplies	SVCC Business Cards for Ruth Bittner	40.00
SBM Business Equipment Center	01	VP- College Services	Office Supplies	TypeWriter Ribbons for Royal Adler Sat. 40 NURB214	18.36
Bittner, Ruth C.	01	VP- College Services	Conference/Meeting Expense	Travel-CCBO Conference 11/14-11/16/04	931.70
Bittner, Ruth C.	01	VP- College Services	Conference/Meeting Expense	Travel-CCBO Conference 11/14-11/16/04	88.13
Fifth Third Bank	01	VP- College Services	Conference/Meeting Expense	Resident-to-Conferece CCBO conf registration	425.00
Southern Illinois University	01	Education Fund	Other Revenues	Exam Fee-NIMP	50.00
Seagren, Catherine L.	01	Other Institutional	Tuition Reimbursement	Tuition Reimbursement Summer 04	298.20
Pitney Bowes	01	Other Institutional	Postage	Monthly Meter Rental	467.00
US Postmaster	01	Other Institutional	Postage	Bulk Permit 243 Refill	600.00
US Postmaster	01	Other Institutional	Postage	Permit 243 First Class	150.00
US Postmaster	01	Other Institutional	Postage	Spring 2005 CCS Class Schedule	685.00

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Manderbach, Patricia	010100	CCS Public Workshops	Consultants	Beginning Therapy & Dog Training F 04	135.00
Manderbach, Patricia	010100	CCS Public Workshops	Consultants	Dog Obedience F 04	855.00
Millhouse, Anna M	010100	CCS Public Workshops	Consultants	F 04 CCS Class-Building Healthy Relationships	66.00
Reisstroffer, James	010100	CCS Public Workshops	Consultants	Fall 2004 Polygraph Institute	600.00
Slain, Verna	010100	CCS Public Workshops	Consultants	Fall 2004 CCS Class-Quilting	500.00
Eastern Iowa Community College	010100	CCS Public Workshops	Instructional Service Contracts	CDL Fees Truck Rental & Travel Instruct Etc.	16,365.00
William Rainey Harper College	010100	CCS Public Workshops	Instructional Service Contracts	Home Inspection Charges	4,012.50
Follett Bookstore	010100	CCS Public Workshops	Office Supplies	Bookstore Charges	14.54
Quill Corporation	010100	CCS Public Workshops	Office Supplies	(A) 415-QSW-103MW Weekly Professional Planner	34.35
SBM Business Equipment Center	010100	CCS Public Workshops	Office Supplies	Open P.O. for Copier	73.05
Dearborn Publishing	010100	CCS Public Workshops	Instructional Supplies	ISB 0793183979 Home Ref Book & Study Guide-Dunlop	110.50
American Polygraph Association	010100	CCS Public Workshops	Advertising	Annual Advertising in APA for Polygraph Institute	375.00
Consolidated Management Co	010100	CCS Public Workshops	Conference/Meeting Expense	Graduation Expense Fall Polygraph	46.90
Seguin, Kandy M.	010100	CCS Public Workshops	Conference/Meeting Expense	Travel 10/28/04-11/17/04	278.40
C-B Kramer Sales & Service	02	Maintenance	Maintenance Services	Repair Boiler	1,149.45
C-B Kramer Sales & Service	02	Maintenance	Maintenance Services	Service Boiler	899.00
C-B Kramer Sales & Service	02	Maintenance	Maintenance Services	Repair Boiler	685.00
ECCOLAB	02	Maintenance	Maintenance Services	Monthly Pest Elimination	192.50
Honeywell	02	Maintenance	Maintenance Services	Quarterly Maintenance Contract	2,642.00
Illinois Material Handling	02	Maintenance	Maintenance Services	Repair Forklift	113.60
Illinois Material Handling	02	Maintenance	Maintenance Services	Check Boom Truck	39.38
John A Loos Sons Inc	02	Maintenance	Maintenance Services	Material & Labor; Fab/Install Brackets for 2	1,400.00
Fisher Scientific	02	Maintenance	Maintenance Supplies	Weich Parts	235.54
Graininger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY05	154.92
Graininger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY05	72.90

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Gospodarczyk, Thomas J.	01	Dean of Adult Education	Conference/Meeting Expense	Travel-Area Sites thru 11/29/04	195.33
Deem, Craig A	01	Adult Basic & Secondary Ed	Instructional Supplies	Cleaning -GED Classes Oct & Nov 2004	50.00
Marruffo, Kerrie M.	01	Adult Basic & Secondary Ed	Instructional Supplies	Supplies for Wallace	60.13
SBM Business Equipment Center	01	Information Center	Maintenance Services	Open P.O. for Copier Maintenance	36.00
Lentz, Penny	010100	CCS Contract Training	Consultants	CPR Classes - Plews 10/21/04	300.00
IMEC	010100	CCS Contract Training	Other Contractual Services	Lean Mfg IFH Group 11/12/04	7,000.00
Quill Corporation	010100	CCS Contract Training	Office Supplies	(A) 415-QSW-103MM Weekly Professional Planner	19.08
Quill Corporation	010100	CCS Contract Training	Office Supplies	040-7-11506QL Standard 500 Paper Clips	100.61
SBM Business Equipment Center	010100	CCS Contract Training	Office Supplies	Open P.O. for Copier	73.05
Follett Bookstore	010100	CCS Contract Training	Instructional Supplies	Credit CCS Contract Training	-600.00
KSB Hospital	010100	CCS Contract Training	Instructional Supplies	Instructional Materials for First Aid/CPR at DCC	56.25
Swedish American EMS	010100	CCS Contract Training	Instructional Supplies	First Aid Books	97.50
Beggerow, Alan	010100	CCS Contract Training	Conference/Meeting Expense	CEMEX Training 04	57.47
Consolidated Management Co	010100	CCS Contract Training	Conference/Meeting Expense	OSHA Breakfast 11/10/04	218.00
Consolidated Management Co	010100	CCS Contract Training	Conference/Meeting Expense	Meeting Expense for Lean Mfg Training	388.00
Gerlicke, Thomas H.	010100	CCS Contract Training	Conference/Meeting Expense	Travel-Area Sites thru 11/23/04	31.50
American Red Cross	010100	CCS Public Workshops	Consultants	CPR Classes Fall 2004	60.00
Bond, Chuck	010100	CCS Public Workshops	Consultants	Fall 04 CCS Class-Photoshop	330.00
Consolidated Management Co	010100	CCS Public Workshops	Consultants	CCS Class-FOD 105 11/04	908.00
Dixon YMCA	010100	CCS Public Workshops	Consultants	CCS Class F 04-Cardio Mix	210.00
Dixon YMCA	010100	CCS Public Workshops	Consultants	F 04 CCS Class-TNI Chi	122.50
Eades, John E.	010100	CCS Public Workshops	Consultants	CCS Class-Fall 04	200.00
Education To Go	010100	CCS Public Workshops	Consultants	October 2004 Classes	656.00
Education To Go	010100	CCS Public Workshops	Consultants	November Ed2Go Classes	392.00
Lafayette Instruments	010100	CCS Public Workshops	Consultants	F 04 Polygraph Institute	100.00

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North American Salt Company	02	Grounds	Maintenance Supplies	Ton Bulk Delciding Salt	1,971.10
Menards	02	Grounds	Vehicle Supplies	Supplies	21.84
Nicor Gas	02	Utilities	Gas	Monthly Charges	284.20
Nicor Gas	02	Utilities	Gas	Monthly Charges	32.35
Nicor Gas	02	Utilities	Gas	Monthly Charges	262.20
Nicor Gas	02	Utilities	Gas	Monthly Charges	98.55
Nicor Gas	02	Utilities	Gas	Monthly Charges	76.08
Problance Energy, LLC	02	Utilities	Gas	Monthly Gas Purchase	15,860.15
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	10,225.08
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	64.49
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	36.03
Gallatin River Communications	02	Utilities	Telephone	Monthly Phone Bill	3,269.19
Illinois Century Network (ICN)	02	Utilities	Telephone	Monthly Charges 10/1-10/31	1,508.00
United States Cellular	02	Utilities	Telephone	Phone for College Vans	48.25
Verizon Wireless	02	Utilities	Telephone	Monthly Charges	24.35
Verizon Wireless	02	Utilities	Telephone	Open Purchase Order for Cellular Charges 2004-05	43.33
White, Linley V.	02	Utilities	Telephone	Phone Expense	20.00
Rock Valley Disposal	02	Utilities	Refuse Disposal	Monthly Trash Removal	439.85
Caterpillar Inc.	02	Utilities	Other Utilities	Monthly Engine Testing	452.68
Quill Corporation	02	Building and Grounds Administrat	Office Supplies	Fax Machine, Office Supplies	154.15
Quill Corporation	02	Building and Grounds Administrat	Office Supplies	Supplies	77.06
Sterling Commercial Roofing	03	Operations & Maintenance- Restri	Building Remodeling	Application No. 3 Roof Replacement Project	97,689.00
Sterling Commercial Roofing	03	Operations & Maintenance- Restri	Building Remodeling	Roofing Project	12,379.00
Willeit, Hoffmann & Associates, 03	Operations & Maintenance- Restri	Building Remodeling	Engineer Services for Roof Replacement Project		1,189.50
Dzene, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	55.36

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Grummetts Do It Best Hardware	02	Maintenance	Maintenance Supplies	Bleach	67.68
McMaster Carr Supply Company	02	Maintenance	Maintenance Supplies	Flexible Conduit	47.07
Menards	02	Maintenance	Maintenance Supplies	Lumber, Bolts	14.68
Menards	02	Maintenance	Maintenance Supplies	Switch, Batteries, Caulk	56.32
Menards	02	Maintenance	Maintenance Supplies	Couplings, Cable Ties	69.63
Menards	02	Maintenance	Maintenance Supplies	Paint Supplies	14.43
Menards	02	Maintenance	Maintenance Supplies	Electrical Supplies	41.20
Sexauer Inc	02	Maintenance	Maintenance Supplies	Plumbing Parts	154.70
Sexauer Inc	02	Maintenance	Maintenance Supplies	Plumbing Parts	88.44
USA Bluebook	02	Maintenance	Maintenance Supplies	Chlorine Test	32.96
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	126.54
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	126.54
Menards	02	Custodial	Maintenance Supplies	Electrical Supplies	64.22
Bonnell Industries	02	Grounds	Maintenance Services	Install spreader harness	303.58
Morley Signs	02	Grounds	Maintenance Services	Logo-Dump Truck	125.00
Ace Hardware	02	Grounds	Maintenance Supplies	Pin Hitch	19.94
Bonnell Industries	02	Grounds	Maintenance Supplies	Lamps, Parts	184.45
Bonnell Industries	02	Grounds	Maintenance Supplies	Spliner Motor for Spreader	261.11
Bonnell Industries	02	Grounds	Maintenance Supplies	Truck Guards	60.76
Fifth Third Bank	02	Grounds	Maintenance Supplies	President's Conference Polo Equip, mowers, supplies	301.51
Menards	02	Grounds	Maintenance Supplies	Rags, Flashlight	55.79
Menards	02	Grounds	Maintenance Supplies	Loadbinder, S Hooks, Bolts, Gloves	23.37
Menards	02	Grounds	Maintenance Supplies	Supplies	116.10
Napa Auto Parts	02	Grounds	Maintenance Supplies	Terminals, Brackets, Wires	64.37
Napa Auto Parts	02	Grounds	Maintenance Supplies	Belts & Blades	34.73

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Drane, Paula E.	050500	Child Care Center	Other Supplies	Basels for Child Care	84.98
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	85.16
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	41.07
Follett Bookstore	050500	Child Care Center	Other Supplies	Bookstore Charges	18.63
Mailbox	050500	Child Care Center	Other Supplies	FY 05 Subscription	44.95
Anderson, Kevin	050600	Men's Basketball	Other Contractual Services		15.00
Boyle, Dayle	050600	Men's Basketball	Other Contractual Services		80.00
Spivey, Steve	050600	Men's Basketball	Other Contractual Services		85.00
Strating, James A	050600	Men's Basketball	Other Contractual Services		15.00
Weeber, Mike	050600	Men's Basketball	Other Contractual Services		85.00
Williams, Brad	050600	Men's Basketball	Other Contractual Services		85.00
Adercraft Printwear Co.	050600	Men's Basketball	Other Supplies	T-Shirts for MBB	115.00
Santo Sport Store	050600	Men's Basketball	Other Supplies	Away Uniforms (Wilson T595 Jersey, T595 Pants)	1,615.41
Santo Sport Store	050600	Men's Basketball	Other Supplies	Travel Uniforms	1,190.00
Sauk Valley Newspapers	050600	Men's Basketball	Other Supplies	Seasonal Posters & Pocket Schedules	95.00
Sauk Valley Newspapers	050600	Men's Basketball	Other Supplies	Basketball Ad	105.00
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel-MBB 11/16/04	109.06
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel-Men's Basketball 11/20/04	191.53
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel-Basketball 11/27/04	123.16
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel-Basketball thru 12/5/04	247.40
Sterling Park District	050600	Cross Country	Other Conference & Meeting	Swim Rental	87.50
Achushnet Company(DO NOT USE)	050600	Golf	Other Supplies	Dozen Pro V-1 X w/Logo-SVCC in Red	364.00
Penick, David A.	050600	Golf	Other Conference & Meeting	Travel-Golf Team Airport	50.00
Temple's Sporting Goods	050600	Men's Baseball	Other Supplies	Nike Championship Jacket Black/White w/Whadlx Logo	247.60
Temple's Sporting Goods	050600	Men's Baseball	Other Supplies	NPWV05963 Nike Championship Pant Bla/Whi	446.53

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Consolidated Management Co	050600	Student Activities	Conference/Meeting Expense	Punch Cards For Pumpkin Contest Winners	40.00
Consolidated Management Co	050600	Student Activities	Conference/Meeting Expense	Refreshments 11/19/04	62.85
Hedrick, Jason J.	050600	Speech & Readers Theater	Other Conference & Meeting	Supplies	53.03
Hedrick, Jason J.	050600	Speech & Readers Theater	Other Conference & Meeting	Supplies	79.48
Sauk Valley Newspapers	050600	Voyager	Other Materials and Supplies	Printing of November Voyager	414.89
Consolidated Management Co	050600	Global Awareness	Other Supplies	Global Awareness Refreshments	520.25
Murray, Kris A.	050600	Global Awareness	Other Supplies	Project Materials	53.40
Don Mullery's World of Cars	050800	Transportation	Maintenance Services	Repairs to College Van	108.00
Sterling Ford-Lincoln-Mercury	050800	Transportation	Maintenance Services	Repair to College Van	264.21
Sterling Ford-Lincoln-Mercury	050800	Transportation	Maintenance Services	Repair to College Van	24.49
BP Amoco	050800	Transportation	Vehicle Supplies	Gas for College Vans	493.35
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas for College Vans	333.98
Sterling Ford-Lincoln-Mercury	050800	Transportation	Vehicle Supplies	Part Purchased for College Van	16.33
Professional Benefit Administrator	051000	Medical Insurance	Individual Stop Loss		9,679.60
Professional Benefit Administrator	051000	Medical Insurance	Dependent Stop Loss		7,749.60
Professional Benefit Administrator	051000	Medical Insurance	Pre-certification		350.00
Professional Benefit Administrator	051000	Medical Insurance	Cobra Conversion		5.00
Professional Benefit Administrator	051000	Medical Insurance	Administrative Costs		2,650.50
Gallagher Benefit Services, Inc	051000	Medical Insurance	Life & AD&D	Life Insurance/AD&D Insurance	1,452.19
State Universities Retirement	062050	SBDC Grant	SURS	Matching Funds 11/30/04	157.04
State Universities Retirement	062050	SBDC Grant	SURS	Matching Funds	157.04
SBM Business Equipment Center	062050	SBDC Grant	Office Supplies	Open P.O. for Copier	73.03
Miller, Michele	062050	SBDC Grant	Conference/Meeting Expense	Travel-Area Sites November	154.88
Miller, Michele	062050	SBDC Grant	Conference/Meeting Expense	Tra vel-11/17-11/19/04	355.51
Miller, Michele	062050	SBDC Grant	Conference/Meeting Expense	Travel-Area Sites thru 11/23/04	154.88

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Follett Bookstore	050600	Women's Basketball	Other Supplies	Bookstore Charges	11.76
Santo Sport Store	050600	Women's Basketball	Other Supplies	Adidas Super Star Ultra	130.00
Sauk Valley Newspapers	050600	Women's Basketball	Other Supplies	Seasonal Posters & Pocket Schedules	95.00
Sauk Valley Newspapers	050600	Women's Basketball	Other Supplies	Classic Basketball Ad	105.00
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Russell Dri Fit Shorts-Black	15.50
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Reversible Jerseys	17.50
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	1-1/2" Athletic Tape	35.99
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Can QDA	5.75
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Rawlings 10 Seamless Basketballs	28.20
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Sleeveless T-Shirts	6.00
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Team Pregame Jacket	48.00
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Hooded Sweatshirts	17.50
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Addidas Bags w/Numbers	27.00
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Addidas Bags w/out Numbers	27.00
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Red Russell Dr Fit	15.50
Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Russell Dri Fit Shorts-Black	18.50
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel - WBS 11/13/04	94.55
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-Women's Basketball 11/20/04	82.12
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-Basketball 11/23/04	113.88
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-Lincoln Basketball Game 12/5/04	305.47
Trade Mark Hitter	050600	Women's Softball	Other Supplies	Swing Away (Hitting Station)	450.00
Follett Bookstore	050600	Women's Volleyball	Other Supplies	Bookstore Charges	77.90
Stenzel, Nichole T.	050600	Women's Volleyball	Other Conference & Meeting	Volleyball Travel thru 11/2/04	626.21
Varsity Spirit Fashions	050600	Tournaments	Other Materials and Supplies	Woman's Halter	2,059.70
Rock River Provision Co	050600	Student Activities	Office Supplies	Popcorn & Coconut Bars	135.20

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State Universities Retirement	063020	Perkins- Learning Assistance Cen	SURS	Retrospective Matching Funds 7/1/04	599.43
Calendars	063020	Perkins- Learning Assistance Cen	Instructional Supplies	Success Calendar Refills	16.09
State Universities Retirement	063020	Perkins IIC	SURS	Matching Funds	91.23
State Universities Retirement	063020	Perkins IIC	SURS	Retrospective Matching Funds 7/1/04	727.20
World Point ECC	063020	Perkins IIC	Instructional Supplies	TWBN2 Infant Maintn	725.65
Consolidated Management Co	063020	Perkins IIC	Conference/Meeting Expense	Work Force Council Refreshments	103.00
Kerber, Joan E.	063020	Perkins IIC	Conference/Meeting Expense	Travel-ICCCA Conference 11/17-11/19/04	32.24
Smiley, Daryl C.	063020	Perkins IIC	Conference/Meeting Expense	Travel-Conf Springfield 11/6/04	649.66
Starlink	063020	Perkins IIC	Conference/Meeting Expense	VHS Tape-Critical Thinking Skills	275.00
White, Ianley V.	063020	Perkins IIC	Conference/Meeting Expense	Travel-Area Sites thru 11/10/04	73.60
White, Ianley V.	063020	Perkins IIC	Conference/Meeting Expense	Travel-ICCCA Conference 11/19/04	666.93
White, Ianley V.	063020	Perkins IIC	Conference/Meeting Expense	Travel-Tech Prep 12/2/04	161.00
Wiersema Charter Service	063020	Perkins IIC	Conference/Meeting Expense	Bus Charter-Rad Tech Conference 11/30/04	645.00
Consolidated Management Co	063020	Perkins IIC	Conference/Meeting Expense	DCBO Luncheon 11/10/04	27.00
State Universities Retirement	063020	Perkins IIC-Special Populations	SURS	Matching Funds	100.23
State Universities Retirement	063020	Perkins IIC-Special Populations	SURS	Retrospective Matching Funds 7/1/04	1,002.28
State Universities Retirement	063020	Perkins IIC-Special Populations	SURS	Travel-Area Schools thru 12/2/04	87.75
Bos, Keith A.	063020	Perkins IIC-Special Populations	Conference/Meeting Expense	Refreshments	44.90
Consolidated Management Co	063020	Perkins IIE Tech Prep	Office Supplies	Refreshments	79.50
Consolidated Management Co	063020	Perkins IIE Tech Prep	Office Supplies	Career Game Workbooks	337.68
Rick Trow Productions	063020	Perkins IIE Tech Prep	Office Supplies	Return F 04 Stafford Loan J White	340.41
Wells Fargo	063071	Federal Student Loan	Dept. of Education	Health Care Members	1,035.02
Fiserv Health Tennessee	063075	IDHS AmeriCorps - Member Activit	Medical Insurance	Members Health Insurance	958.72
Fiserv Health Tennessee	063075	IDHS AmeriCorps - Member Activit	Medical Insurance	Member Training 12/02/04	200.00
Scott, Amy	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Deposit for Retreat 5/7/05	125.00
Starved Rock Lodge & Conferenc	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense		

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Gallatin River Communications	062050	SBDC Grant	Telephone	Monthly Telephone Charges	36.30
SPRINT	062050	SBDC Grant	Telephone	Monthly Long Distance	17.24
State Universities Retirement	062058	ICCB Adult Ed-State Basic-Instru	SURS	Matching Funds	267.00
State Universities Retirement	062058	ICCB Adult Ed-State Basic-Instru	SURS	Retrospective Matching Funds 7/1/04	2,267.81
Follett Bookstore	062058	ICCB Adult Ed-State Basic-Instru	Instructional Supplies	Bookstore Charges	39.99
Follett Bookstore	062060	SOS VITAL Grant	Office Supplies	Bookstore Charges	1.26
Quill Corporation	062060	SOS VITAL Grant	Office Supplies	Copy Paper, Note Pads, Clasp Envelopes	95.55
Quill Corporation	062060	SOS VITAL Grant	Office Supplies	Calendar Refill	7.99
Myron Corporation	062060	SOS VITAL Grant	Other Conference & Meeting	2005 Calendars for Tutors	266.69
State Universities Retirement	062074	ICCB Comm Coll Tech Prep Support	SURS	Matching Funds	36.22
State Universities Retirement	062074	ICCB Comm Coll Tech Prep Support	SURS	Retrospective Matching Funds 7/1/04	633.83
State Universities Retirement	063011	Student Support Services Grant	SURS	Matching Funds 11/30/04	429.33
State Universities Retirement	063011	Student Support Services Grant	SURS	Matching Funds	429.33
Xerox Corporation	063011	Student Support Services Grant	Maintenance-Services	Xerox Charges Oct 2004	7.72
Quill Corporation	063011	Student Support Services Grant	Office Supplies	Button Hanging File Folders 2" Dk Green	129.36
Quill Corporation	063011	Student Support Services Grant	Office Supplies	Phone Wipes Antibacterial	7.64
Consolidated Management Co	063011	Student Support Services Grant	Conference/Meeting Expense	Lunch for SSS Project Counselor Search	20.01
Kooshesh, Cyrus	063011	Student Support Services Grant	Conference/Meeting Expense	Travel-MAEOP Conference 11/7-11/04	366.65
Marriott	063011	Student Support Services Grant	Conference/Meeting Expense	COE Conference 12/2-12/4/04	606.81
Consolidated Management Co	063011	Student Support Services Grant	Other Conference & Meeting	SSS Single Parent's Lunch	16.95
Consolidated Management Co	063011	Student Support Services Grant	Other Conference & Meeting	SSS Tutor Training Breakfast	52.40
Fitzsimmons, Stefanie L.	063011	Student Support Services Grant	Other Conference & Meeting	Campus Visit MTU 11/17/04	7.00
Jackson, Lawrence E.	063011	Student Support Services Grant	Other Conference & Meeting	Travel-11/19/04 NITU Campus Visit	43.83
Lozano, Julie A.	063011	Student Support Services Grant	Other Conference & Meeting	Travel-MTU Campus Visit 11/17/04	48.81
State Universities Retirement	063020	Perkins- Learning Assistance Cen	SURS	Matching Funds	63.85

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National Seminars Group	12	Public Safety	Conference/Meeting Expense	Conference - OSHA/Workplace Safety 1/13/05	597.00
BANK ACCOUNT 1 TOTAL:					551,024.88
ALL ACCOUNTS TOTAL:					551,024.88

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State Universities Retirement	063075	IDHS AmeriCorps - Nonmember Activ	SURS	Matching Funds 11/30/04	303.34
State Universities Retirement	063075	IDHS AmeriCorps - Nonmember Activ	SURS	Matching Funds	303.34
SBM Business Equipment Center	063075	IDHS AmeriCorps - Nonmember Activ	Office Supplies	Color Cartridges HEW C5010DN	179.94
SBM Business Equipment Center	064030	Restricted Fund-GOD Certificates	Other Supplies	Community Strata Chairs	310.00
Fisher Scientific	064030	Restricted Fund-GOD Certificates	Capital Supplies	15-491 Steam Bath 8 Hole 115V AC/DC	1,100.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	Computer & RAM	1,235.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	LaserJet 2300N	1,075.00
Demco Inc	064030	Restricted Fund-GOD Certificates	Capital Supplies	P149-5097 Best-Rite Valu-Tak Cork Tackboard Alum.	201.37
Demco Inc	064030	Restricted Fund-GOD Certificates	Capital Supplies	Additional Freight Charges	83.00
SBM Business Equipment Center	064030	Restricted Fund-GOD Certificates	Capital Supplies	Smith-Corona Correctable Film Ribbons K22200	22.67
SBM Business Equipment Center	064030	Restricted Fund-GOD Certificates	Capital Supplies	Hon 214CP 4-Drawer Lockable File Cabinet-Legal	294.00
Viking Builders	064030	Restricted Fund-GOD Certificates	Building Remodeling	Fitness Center Project	70,678.29
Willett, Hofmann & Associates,	064030	Restricted Fund-GOD Certificates	Building Remodeling	Engineering Services for Fitness Center Project	1,686.75
Devine, Deborah A.	101010	Booster Club	Other Revenues	Booster Club Membership	35.00
Sauk Valley Newspapers	101010	Booster Club	Other	Classic Basketball Ad	422.35
Hamilton, Jane E.	101060	Magic Club	Other	Supplies for Magic Club	200.15
Human Rights Campaign	101070	Single Parents Club	Other	FY 05 Membership	35.00
Blue Freedom Farm Market	101140	Phi Theta Kappa Club	Other	Fruit for Phi Theta Kappa	1,258.20
Clifton Gunderson LLP	11	Audit	Audit Services	Professional Services for 2004 Audit	22,000.00
Gallatin River Communications	12	Risk Management	Telephone	911 Cama Trunk Lines	89.52
Fyr-Fyter Inc	12	Public Safety	Maintenance Services	Check Fire Extinguishers	332.40
Verizon Wireless	12	Public Safety	Maintenance Services	Security Phones	49.29
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security w/e 11/6, 11/13/04	864.81
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security	1,502.80
SBM Business Equipment Center	12	Public Safety	Other Supplies	Lock, Core for File Cabinet	13.98

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF NOVEMBER 30

Page 1

EDUCATION FUND

Revenues

	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
Local Governmental Sources	3,138,004	1,544,445	3,166,000	1,566,482	49.4%
State Governmental Sources	3,049,616	814,427	2,741,078	744,306	27.1%
Federal Governmental Sources	1,000	4,240	5,000	4,725	94.5%
Student Tuition and Fees	3,012,300	2,409,401	3,106,000	2,738,815	88.1%
Sales and Service	341,818	115,940	400,000	107,003	26.7%
Investment Revenue	80,000	10,673	35,000	7,568	21.6%
Other Revenues	526,000	847,125	580,000	12,979	2.2%
TOTALS	148,738	5,746,251	10,033,078	5,181,880	51.6%

Expenditures

Salaries	6,316,729	2,403,283	6,382,172	2,403,724	37.6%
Employee Benefits	1,581,447	468,013	1,760,032	514,842	29.2%
Contractual Services	499,472	107,229	567,345	172,167	30.3%
General Materials and Supplies	921,962	425,823	880,069	350,517	39.8%
Travel and Conference Meeting Exp.	141,725	41,231	137,850	61,623	44.7%
Fixed Charges	22,955	7,531	23,050	8,108	35.1%
Capital Outlay	111,840	10,717		3,901	
Other Expenditures	487,000	219,449	503,000	263,801	52.4%
TOTALS	83,130	3,683,280	10,253,518	3,778,687	36.8%

Transfers

Transfers to Other Funds	47,500		85,000		0.0%
Transfers From Other Funds	-189,000	-8,780	-133,500		0.0%
TOTALS	-141,500	-8,780	-48,500		0.0%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

1,403,193
2,093,887

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REVENUES, EXPENDITURES, AND TRANSFERS
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OPERATION AND MAINTENANCE FUND

Revenues

	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
Local Governmental Sources	384,123	217,815	387,000	192,011	49.6%
State Governmental Sources	432,632	112,749	360,474	95,509	26.4%
Student Tuition and Fees	328,500	267,564	347,500	308,951	88.9%
Sales and Service	6,500	1,690	4,000	1,457	36.4%
Facilities Revenue	4,000	675	2,000	485	24.2%
Investment Revenue	2,000	6	200	46	23.2%
Other Revenues	37,500		42,000	143	.3%
TOTALS	1,195,255	600,501	1,143,174	598,605	52.3%

Expenditures

Salaries	461,850	200,807	453,406	195,738	43.1%
Employee Benefits	152,131	56,736	188,149	66,603	35.3%
Contractual Services	69,500	45,039	114,500	45,010	39.3%
General Materials and Supplies	121,300	41,846	86,600	34,292	39.5%
Travel and Conference Meeting Exp.	3,500	1,262	2,600	1,179	45.3%
Fixed Charges	55,362	55,612	40,000	50,091	125.2%
Utilities	386,700	135,971	355,500	157,781	44.3%
Capital Outlay	15,000		15,000	5,543	36.9%
TOTALS	1,265,343	537,275	1,255,755	556,240	44.2%

Transfers

Transfers From Other Funds	-70,500		-113,500		0.0%
TOTALS	-70,500		-113,500		0.0%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	411	919	42,365	48,262
--	-----	-----	--------	--------

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REVENUES, EXPENDITURES, AND TRANSFERS
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OPERATION & MAINTENANCE- RESTRICTED

Revenues

Local Governmental Sources	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
State Governmental Sources	632,938	311,601	574,000	284,207	49.5%
Investment Revenue	3,382,000	-8,752	3,305,100	-3,318	0.0%
Other Revenues	10,000		10,000		-33.1%
	250,000		250,000		0.0%
TOTALS	4,274,938	302,848	4,139,100	280,889	6.7%

Expenditures

Contractual Services	6,400				
General Materials and Supplies					
Capital Outlay					
TOTALS	5,361,936	269,491	5,175,310	500,556	9.6%
	5,361,936	275,891	5,175,310	500,556	9.6%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

-1,086,998
26,957
2,629,215
-219,667
2,364,198

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BOND AND INTEREST FUND

Revenues

Local Governmental Sources
Investment Revenue

TOTALS

Expenditures

Contractual Services
Fixed Charges

TOTALS

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
	1,413,519	666,575	1,393,000	690,104	49.5%
	10,000	3,041	5,000	5,428	108.5%
	1,423,519	669,616	1,398,000	695,532	49.7%
	5,000	600	5,000	3,600	72.0%
	1,402,763	1,321,843	1,381,000	1,349,058	97.6%
	1,407,763	1,322,443	1,386,000	1,352,658	97.5%
	15,756	-652,826	12,000	-657,125	
		100,873		99,796	

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REVENUES, EXPENDITURES, AND TRANSFERS
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AUXILIARY ENTERPRISES FUND

Revenues

Student Tuition and Fees	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
Sales and Service	160,500	132,316	156,000	136,590	87.5%
Facilities Revenue	51,490	16,027	48,500	13,451	27.7%
Investment Revenue	75,000	29,167	85,000	29,167	34.3%
Other Revenues	900	608	900	384	42.7%
	1,301,549	592,568	1,561,700	720,319	46.1%
	-----	-----	-----	-----	-----
TOTALS	1,589,439	770,687	1,852,100	899,912	48.5%

Expenditures

Salaries	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
Employee Benefits	72,279	28,483	72,682	25,118	34.5%
Contractual Services	11,481	2,744	12,820	3,733	29.1%
General Materials and Supplies	1,334,654	577,267	1,595,605	576,525	36.1%
Travel and Conference Meeting Exp.	72,490	84,802	72,990	25,846	35.4%
Fixed Charges	62,655	23,446	57,655	17,916	31.0%
Capital Outlay	9,450	16,424	9,450	19,229	203.4%
Other Expenditures	5,800	29,868	5,750	150	2.6%
	-----	-----	-----	-----	-----
TOTALS	1,568,809	763,111	1,826,952	668,520	36.5%

Transfers

Transfers to Other Funds	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
Transfers From Other Funds	75,000	8,780	85,000		0.0%
	-63,000		-73,000		0.0%
	-----	-----	-----	-----	-----
TOTALS	12,000	8,780	12,000		0.0%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual
	8,629	-1,204	13,148	231,391
		267,326		474,107

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REVENUES, EXPENDITURES, AND TRANSFERS
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RESTRICTED PURPOSES FUND

Revenues

Local Governmental Sources	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
State Governmental Sources	1,107,936	309,644	2,195,000	2,195,000	100.0%
Federal Governmental Sources	2,827,496	1,460,737	960,544	411,376	42.8%
Sales and Service			3,542,823	1,728,294	48.7%
Investment Revenue	6,000	7,834	40,000	2,971	.9%
Other Revenues	60,619	29,140		46,150	
TOTALS	4,002,051	1,807,356	6,738,367	4,384,162	65.0%

Expenditures

Salaries	1,205,514	390,528	1,119,489	435,361	38.8%
Employee Benefits	188,199	67,512	199,779	67,553	33.8%
Contractual Services	45,609	17,304	4,800	12,757	265.7%
General Materials and Supplies	730,022	164,933	87,758	214,828	244.7%
Travel and Conference Meeting Exp.	54,623	15,385	52,342	21,966	41.9%
Fixed Charges	10,412	5,311	10,500	2,195,000	20904.7%
Utilities	300	218	300	286	95.6%
Capital Outlay	198,200	64,364	731,667	249,918	34.1%
Other Expenditures	2,378,441	1,483,713	3,026,750	1,687,447	55.7%
TOTALS	4,811,320	2,209,270	5,233,385	4,885,118	93.3%

Transfers

Transfers to Other Funds	-1				
Transfers From Other Funds					

TOTALS

NET INCREASE/DECREASE IN NET ASSETS	-809,268	-401,914	1,504,982	-500,956	
FUND BALANCE		635,703		1,687,781	

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REVENUES, EXPENDITURES, AND TRANSFERS
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WORKING CASH FUND

Revenues

Investment Revenue

TOTALS

Expenditures

Investment Revenue

TOTALS

Transfers

Transfers to Other Funds

TOTALS

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
Investment Revenue	100,000	-10,112	50,000	-3,293	-6.5%
TOTALS	100,000	-10,112	50,000	-3,293	-6.5%
Expenditures					
Investment Revenue					
TOTALS					
Transfers					
Transfers to Other Funds	200,000		150,000		0.0%
TOTALS	200,000		150,000		0.0%
NET INCREASE/DECREASE IN NET ASSETS	-100,000	-10,112	-100,000	-3,293	
FUND BALANCE		2,360,671		2,267,490	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF NOVEMBER 30

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<u>TRUST AND AGENCY FUND</u>	<u>2003-2004</u>	<u>2003-2004</u>	<u>2004-2005</u>	<u>2004-2005</u>	<u>Budget</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Percent</u>
Revenues					
Sales and Service					
Other Revenues		4,704		5,431	
TOTALS		4,704		5,431	
Expenditures					
Contractual Services					
Capital Outlay		6,000			
Other Expenditures		3,749		3,225	
TOTALS		9,749		3,225	
NET INCREASE/DECREASE IN NET ASSETS		-5,044		2,206	
FUND BALANCE		16,497		15,965	

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF NOVEMBER 30

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AUDIT FUND

Revenues

Local Governmental Sources
Investment Revenue

TOTALS

Expenditures

Contractual Services

TOTALS

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
	30,710	15,105	30,000	15,074	50.2%
	1,000	-9	100	-20	-20.2%
	---	---	---	---	---
	31,710	15,096	30,100	15,053	50.0%
	24,000	22,150	24,000	---	0.0%
	---	---	---	---	---
	24,000	22,150	24,000	---	0.0%
	7,710	-7,053	6,100	15,053	
		25,591		55,275	

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF NOVEMBER 30

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<u>LIABILITY, PROTECTION & SETTLEMENT</u>	2003-2004 Budget	2003-2004 Actual	2004-2005 Budget	2004-2005 Actual	Budget Percent
<u>Revenues</u>					
Local Governmental Sources	295,275	145,327	357,000	176,952	49.5%
Investment Revenue	200,000	-16,626	200,000	50,923	25.4%
Other Revenues	22,000		9,000		0.0%
TOTALS	517,275	128,700	566,000	227,875	40.2%
<u>Expenditures</u>					
Salaries	297,291	81,636	282,337	76,294	27.0%
Employee Benefits	205,564	105,028	222,103	115,566	52.0%
Contractual Services	64,300	35,300	70,500	18,121	25.7%
General Materials and Supplies	6,500	1,451	9,400	5,317	56.5%
Travel and Conference Meeting Exp.	2,250		2,000		0.0%
Fixed Charges	85,000	57,954	63,000	40,814	64.7%
Utilities	1,100	357	1,300	447	34.4%
Capital Outlay	50,000	57,498			
TOTALS	712,005	339,228	650,640	256,561	39.4%
NET INCREASE/DECREASE IN NET ASSETS	-194,730	-210,527	-84,640	-28,685	
FUND BALANCE		5,886,030		5,769,891	

For Board Meeting of
December 20, 2004.

Agenda Item D-6

**BOARD POLICY 601.01 RIGHTS AND RESPONSIBILITIES
OF STUDENTS (FIRST READING)**

Attached for First Reading is Board Policy 601.01 Rights and Responsibility of Students.

RECOMMENDATION: Approval of Board Policy 601.01 Rights and Responsibilities of Students for First Reading.

601.01 Rights and Responsibilities of Students

Sauk Valley Community College is committed to a philosophy which ensures the basic rights of students, such as freedom of speech, freedom of the press, the right to assemble and the right of inquiry. In consideration of these rights, it is implicit that students should also accept those responsibilities that are inherent with attendance at a public community college. These include such basic responsibilities as:

- Respect for public and private property;
- Respect for the rights and privileges of others;
- Adherence to recognized standards of scholarship; and
- Respect for duly constituted authority

Students should recognize that the primary educational function of Sauk Valley Community College must be maintained at all times and that ultimate authority rests with the Board of Trustees as elected representatives of the College constituency. *The Board also serves as the place of final appeal for grievances in any matter concerning the College provided that the student shall have first exhausted all relevant procedures and appeals provided by College policy or procedure.*

2/12/79
3/23/87
10/28/96

For Board Meeting
December 20, 2004

Agenda Item D-7

NEW AAS DEGREE AND CERTIFICATE PROGRAMS

Attached is ICCB Form 20 for Board approval of Associate in Applied Science-
Networking Specialist and Certificate Programs in Networking Administration.

RECOMMENDATION: Board approval of the attached programs for submission to ICCB.

Form 20
(November 2003)

Illinois Community College Board

APPLICATION FOR PERMANENT APPROVAL
OF AN OCCUPATIONAL CURRICULUM
Submit THREE Complete Copies

COLLEGE NAME Sauk Valley Community College 5-DIGIT COLLEGE NUMBER 50601
CONTACT PERSON Dr. Joan Kerber, Vice President Learning Services
PHONE 815 288-5511 280 FAX 815 288-5958
EMAIL kerberj@svcc.edu

CURRICULUM INFORMATION

AAS:

TITLE Networking Specialist CREDIT HOURS 64.0 CIP CODE 12 521204

CERTIFICATE:

TITLE Networking Administration CREDIT HOURS 12.0 CIP CODE 12 521204

CERTIFICATE:

TITLE _____ CREDIT HOURS _____ CIP CODE _____

PROPOSED CLASSIFICATION: ☒ District ☐ Regional ☐ Statewide

PROPOSED IMPLEMENTATION DATE: 01-02-05

SUBMISSION INCLUDES:

☒ Part A: Feasibility Analysis

☒ Part B: Curriculum Quality and Cost Analysis. Also, complete the following when submitting Part B:

This curriculum was approved by the college Board of Trustees on: 12/20/04

State approval is hereby requested: [Signature] Date 12/20/04
Chief Administrative Officer Signature Date

ICCB USE ONLY:

ICCB APPROVAL DATE: AAS _____ 7-29 or hrs Cert. _____ 30+ Cert. _____

IBHE APPROVAL DATE for AAS _____

NOTE: Also enclosed are Form 22s to revise The Computer Network Specialist and the Computer Network Analyst certificates.

Occupational Curriculum Approval Applications Feasibility Analysis

1. Curriculum Description

(a) Program Purpose: The degree of Associate in Applied Science – Networking Specialist is designed to provide graduates with the entry-level job skills necessary in the networking field, with a specialization in networking applications.

The certificates of Networking Specialist, Networking Professional, and Networking Administration, will each provide a core of courses which provide job entry skills in the networking administration field. The certificate can be the means for advancement to high level positions.

NOTE: The Networking Specialist certificate is a revision of the Computer Network Specialist that was 20 hours. A form 22 to change the title and credit hours for this certificate is included. The Networking Professional certificate is a revision of the Computer Network Analyst that was 15 hours. A form 22 to change the title and credit hours for this certificate is also included.

To attain the Associate in Applied Science – Networking Specialist degree, students must complete 19-20 General Education course hours, the Networking Administration certificate courses, and either the Networking Specialist certificate courses or the Networking Professional certificate courses, in addition to 14-17 additional hours of CIS electives. Completion of the curriculum will give students a broad based understanding and skill set for networking applications.

(b) Type of Jobs for which graduates train: Graduates will be equipped with the skills to implement, operate and troubleshoot networks. Job titles include Network Administrator, Computer Systems Administrator, LAN/WAN Administrator, Network Control Operator, Network Security Administrator, Network Systems Analyst, Data Communication Analyst, Internet Developer, Webmaster, Systems Integrator.

(c) Target population: Current employees looking to expand skills for entry into the networking field.

(d) Noteworthy features of the program: Students will be exposed to a variety of common business software applications, and learn how to use those programs to solve problems. The program concludes with a capstone course in which students develop a proposal for an entire information system from the ground up. The student will spend a significant number of class hours in a hands-on lab environment using the software to solve problems.

(e) Relationship of the program to existing curricula at the college: All of the courses in the curriculum are already approved by the ICCB. This A.A.S. degree provides a focused track of study that allows for specialization in networking. Other degrees in the CIS division focus on microcomputer applications, and programming. The courses that feed into the programs are already in place; we are reorganizing the way they fit together

to present a logical development of skills concentrated on applications. The certificates will now become very tightly articulated to the A.A.S. degree, as the student will complete a series of certificates on the way to accomplishing the goal of completing the degree.

2. Labor Market Need

(a) Supply-Demand Data According to the IDES, employment in professional, scientific, and technical services will grow by 27.8 percent and add 1.9 million new jobs by 2012. Employment in computer systems design and related services will grow by 54.6 percent and add more than one-third of all new jobs in professional, scientific, and technical services. Employment growth will be driven by the increasing reliance of businesses on information. Management, scientific, and technical consulting services also will grow very rapidly, by 55.4 percent, spurred by the increased use of new technology and computer software and the growing complexity of business.

(b) Alternate Documentation Not required

(c) Needs Summary: In the past 3 years, Sauk has graduated an average of 7 students per year with Computer Network Specialist certificates. Locally, current IDES Industry and Occupational Projections show 6 job openings per year for which program graduates may qualify. Other companies with no formal position for network administrators are likely to find themselves in need of employees with high-level networking and Internet skills.

(d) Planning and Collaboration The college is responding to a perceived need in the Sauk Valley Community College District by rearranging its current Associate in Applied Science degree into focused 3 degrees with concentrations in particular areas. This request is for approval of one of those three areas of concentration. Students will now progress in an orderly fashion through a series of certificates to attain an A. A. S. Degree. The certificates are now tightly integrated into the degree curriculum.

(e) This is not a regional program.

3. Enrollment Data

Chart A: Labor Market Need		
SOC	Job Title	Annual District Openings
15-1070	Network and Computer Systems Administrators	2
15-1071	Network and Computer Systems Administrators	2
15-1080	Network Systems and Data Communications Analysts	1
15-1081	Network Systems and Data Communications Analysts	1

Chart B: Enrollment Projections			
Networking Specialist Certificate	First Year	Second Year	Third Year
Full-time enrollments			
Part-time enrollments	8	10	12
Completions	0	6	8
Networking Professional Certificate	First Year	Second Year	Third Year
Full-time enrollments			
Part-time enrollments	6	8	10
Completions	0	2	6
Networking Administration Certificate	First Year	Second Year	Third Year
Full-time enrollments			
Part-time enrollments	8	10	12
Completions	0	4	8
A.A.S. – Networking Specialist	First Year	Second Year	Third Year
Full-time enrollments			
Part-time enrollments	15	18	22
Completions	0	0	6

Occupational Curriculum Approval Application

Part B: Curriculum Quality and Cost Analysis

2. CURRICULUM INFORMATION

(a) Curriculum: Refer to Chart C: Curriculum

Chart C: Curriculum						
Networking Specialist AAS - General Education Courses						
	Course Prefix #	Course Title	Asterisk New Courses	Credit Hours	Lecture Contact Hours	Lab Contact Hours
	ENG 101	Composition I		3	3	
	ENG 111	Business & Technical Writing		3	3	
		Humanities/Fine Arts		3	3	
		Social/Behavioral Science		3	3	
		Physical/Life Science		3	3	
	MAT 106 or higher	Applied Math		3-4	3-4	
	PSY 100	Orientation		1	1	
Total General Education				19-20	19-20	

Networking Specialist AAS - Career and Technical Education Courses						
	Course Prefix #	Course Title	Asterisk New Courses	Credit Hours	Lecture Contact Hours	Lab Contact Hours
	ACC 101	Financial Accounting		4	4	
	ACC 102	Managerial Accounting		4	4	
	BUS 103	Intro to Business		3	3	
	CIS 101	Fundamentals of Computer Information Systems		3	3	
	CIS 152	Intro to Internetworking		3	2	2
	CIS 154	Intro to Internetworking Operating Systems		3	2	2
	CIS 156	Intro to Local Area Networks		3	1	4
	CIS 158	Intro to Wide Area Networks		3	1	4
	CIS 162	Network Administration		2	1	2
	CIS 164	Networking Design and Installation		2	1	2
Total Major Field Requirements				30	22	18

Networking Specialist AAS - Career and Technical Education Electives						
	Course Prefix #	Course Title	Asterisk New Courses	Credit Hours	Lecture Contact Hours	Lab Contact Hours
	Choice of	CIS 146, CIS 250, CIS 252, CIS 256, CIS 258		15		
Total Hours to Complete AAS Degree				64-65		

Career and Technical Education Courses – Networking Specialist					Certificate	
	Course Prefix #	Course Title	Asterisk New Courses	Credit Hours	Lecture Contact Hours	Lab Contact Hours
Completion of these courses results in the award of a Networking Specialist certificate	CIS 101	Fundamentals of Introduction to Computer Information Systems Or		3	3	
	CIS 250	Beginning Linux		3	2	2
	CIS 152	Introduction to Internetworking		3	2	2
	CIS 154	Intro to Internetworking Operating Systems		3	1	4
	CIS 156	Intro to Local Area Networks		3	1	4
	CIS 158	Intro to Wide Area Networks		2	1	2
	CIS 162	Networking Administration		2	1	2
	CIS 164	Network Design and Installation		19	11	16
Total Career and Technical Hours for Certificate						

Career and Technical Education Courses – Networking Professional					Certificate	
	Course Prefix #	Course Title	Asterisk New Courses	Credit Hours	Lecture Contact Hours	Lab Contact Hours
Completion of these courses results in the award of a Networking Professional Certificate	CIS 250	Beginning Linux		3	3	
	CIS 252	Advanced Routing		3	2	2
	CIS 254	Remote Access		3	2	2
	CIS 256	Multi-layer Switching		3	1	4
	CIS 258	Network Troubleshooting		3	1	4
	CIS	Elective		1	1	

Career and Technical Education Courses – Networking Administration					Certificate	
	Course Prefix #	Course Title	Asterisk New Courses	Credit Hours	Lecture Contact Hours	Lab Contact Hours
Completion of these courses, will result in the award of a Networking Administration Certificate	CIS 152	Intro to Internetworking		3	2	2
	CIS 154	Intro to Internetworking Operating Systems		3	2	2
	CIS 156	Intro to Local Area Networks		3	1	4
	CIS 158	Intro to Wide Area Networks		3	1	4
				12	6	12
Total Career and Technical Hours for Certificate						

(b) Articulation: In order to complete the A.A.S. degree, students must complete a core of General Education classes, plus the Networking Administration certificate courses, and then *either* the Networking Specialist certificate *OR* the Networking Professional certificate in addition to CIS electives. There is very tight articulation between the certificates and the degree into which they feed.

(c) Course Syllabi: Append course syllabi for new courses or any existing courses that are being modified significantly for the proposed curriculum. – No new courses.

(d) Work-based learning: No requirements for this program

(e) Equipment: No new equipment is required to implement this program.

3. EDUCATION AND SKILL REQUIREMENTS

(a) Employer Input. The Sauk Valley Community College workforce council meets monthly to review curricula and make recommendations.

(b) Skill Level. The A. A. S. Degree in Computer Information Systems – Networking Specialist includes a broad-based curriculum of both academic and technical courses to provide the graduate with skills necessary to enter the workforce in the field of networking. Each of the related certificates – Networking Specialist, Networking Professional, and Networking Administration, provide a progressive building block of skills culminating in the award of the A.A.S. degree, should the student choose to pursue this path.

(c) Skills Standards/Credentialing/Licensure for Students. Students graduating with a Networking Specialist A.A.S. degree should have the skills necessary to complete the core test components of the Cisco Certified Network Associate Certification (CCNA 640-801). This certification is optional but recommended for job entry. During the courses, which adhere to the official Cisco Networking Curriculum, the students demonstrate their skills by designing and configuring a three router WAN/LAN lab with full connectivity in under two hours.

(d) Skills Standards/Accreditation for Programs. This program covers and teaches all required skills as outlined in the Illinois Occupational Skills Standards publication for Information Technology End User Applications cluster.

4. ASSESSMENT OF STUDENT LEARNING

Describe how the college plans to ensure the following:

(a) Student learning objectives: Students completing the Microcomputer Applications AAS degree will demonstrate knowledge and skills in professional, technical and general education areas:

- Professional and technical objectives:
 - Students will demonstrate proficiency in implementation and operation of networks.

- Students will systematically troubleshoot networks.
 - Students will describe and evaluate the characteristics and design of common networking components and processes.
 - Students will demonstrate knowledge, skills, and behaviors consistent with entry-level employment.
- General education objectives:
 - Students will demonstrate technological competencies.

(b) Assessment of Student Learning: The College has a comprehensive plan for assessing student learning outcomes related to program choices and to general education competencies. The CIS program has a plan that contributes to the assessment of the College as a whole and to measuring the effectiveness of this particular program. CIS instructors meet together to determine the objectives most important for their program and identify courses and activities most crucial for assessing those objectives. Instructors in each of the key courses devise ways of assessing student learning with regard to the critical objectives. Results of these assessments are collected and compared across classes. Area instructors meet again to consider the implications of the results and to suggest changes to the program in the future for the purpose of improving student learning. Finally, student learning for the networking degree as a whole is assessed through a project in a capstone course, in which they must design and configure a three router WAN/LAN lab with full connectivity in under two hours. Other methods by which the CIS program assesses student learning include lab assignments; case studies; microcomputer applications projects; group activities and projects and objective examinations covering basic terms and concepts. CIS internship supervisors complete evaluations rating appearance, attitude, general work habits, skills demonstration, professional conduct, teamwork, and ethical standards.

(c) Program Improvement: Program improvement involving the CIS program is accomplished within the College's system for Organizational Planning and Improvement. Courses listed as core requirements regularly contribute assessment data on student learning both toward general education competencies and toward career core requirements. Individual instructors analyze their data and report any changes made at the course level. These findings are aggregated into the Assessment Data Folder and are both shared and discussed by the program's Workforce Development Committee. They are also examined annually by the full-time faculty in the CIS program. This annual examination may result in recommendations for course- or program-level change. Aggregated data is stored and reviewed again during a comprehensive five-year review of the program, from which additional improvements may be recommended. The five-year review incorporates data collected from both direct and indirect sources. Changes that are recommended must be approved through the College's Organizational Planning and Improvement system.

5. FACULTY

(a) Faculty Qualifications: (Chart D1)

Degree	Field	Years of related occupational experience	Years of teaching experience
Industry certification			
BA, BS	CIS, IS, or related field	3+	
MS	CIS, IS or related field	2+	2+
MS Ph D	CIS, MIS		20+ 12+

(b) Faculty Needs: (Chart D2)

Cite the number of faculty, including new and existing faculty, that the program will need for each of the first three years, noting if they will serve as full-time faculty or part-time faculty.

	First Year		Second Year		Third Year	
	F-time	P-time	F-time	P-time	F-time	P-time
# of new Faculty						
# of existing Faculty	3	3	3	3	3	3

ACADEMIC CONTROL

(a) Contractual/Cooperative Agreements: All faculty are full-time or adjuncts approved by the Dean of Business, Technology and Workforce Development.

(b) Academic Control: All faculty are hired and evaluated by the Dean of Business, Technology and Workforce Development. The Dean recruits, hires, evaluates, and terminates faculty as needed. He is directly responsible for the quality of the program.

6. COST DATA

(a) Source of Funds: The College currently owns all equipment necessary to operate the program. No additional purchases are necessary.

(b) Finance: (Chart E) Identify projected new direct costs to establish the program.

	1 st Year	2 nd Year	3 rd Year
Faculty Costs	\$ _____	\$ _____	\$ _____
Administrator Costs	_____	_____	_____
Other Personnel Costs (specify positions)	_____	_____	_____
Equipment Costs	_____	_____	_____
Library/LRC Costs	_____	_____	_____
Facility Costs*	_____	_____	_____
Other (specify)	_____	_____	_____
Total New Costs	\$ 0	\$ 0	\$ 0

*Capital projects that use state funds require prior ICCB approval, as do capital projects over \$25,000 that use local funds.

201.01 Administrative Organization

It is the policy of the Board to encourage the development of an administrative structure that will provide for the free flow of information between and among the President and his/her subordinates and clear lines of responsibility and authority. The administrative organization of the College must remain stable to the extent that it provides a clear understanding among the staff as to responsibility and job assignments and at the same time remain flexible enough to allow for appropriate changes when circumstances make them necessary.

The President will recommend for approval of the Board, the organizational structure of the College and as circumstances require, any changes that will improve the overall College operations.

All Sauk Valley Community College employees shall be responsible to the Board through the President.

2/12/79

3/23/87

7/22/02

202.01 Administrative Staff and Work Regulations

The Board of Sauk Valley recognizes the responsibility of the administrative staff to establish rules and regulations governing the administration of the College and directs that the administration will maintain and issue written administrative rules and procedures for the general and specific administration of the institution.

All rules and regulations shall be placed in appropriate handbooks, and shall be reviewed annually.

These rules and regulations shall not be in conflict with Board policies and Illinois Community College Board regulations.

2/12/79
12/19/83

203.01 Duties and Responsibilities of Administrative and Confidential Personnel

Administrators of the College are expected to responsibly administer the areas under their management and supervision in accordance with the policies and regulations set forth by the Board of Trustees and as designated by the Illinois Public Community College Act. Within the limits of their authority, they shall demonstrate initiative and good judgment and, in full cooperation with other administrators and faculty, provide leadership in helping to create effective conditions for the fulfillment of the College's mission.

A. Duties of the President

1. The President shall be engaged in executive management functions and is charged with the responsibility of directing and effectuating Board of Trustees policies and practices.
2. The President shall in the regular course of his/her duties assist and act in a confidential capacity to persons, including the Board of Trustees, who formulate, determine, and effectuate management policies with regard to labor relations, and shall in the regular course of his/her duties have access to information relating to the effectuation or review of employer's collective bargaining policies.
3. The President shall have the authority to recommend to the Board of Trustees to hire, transfer, suspend, reward or discipline employees and to recommend action concerning grievances of employees.
4. The above duties are in addition to the duties listed in Policy 204.01.

B. Duties of the Vice Presidents and Deans

1. Vice Presidents and Deans shall in the regular course of their duties assist and act in a confidential capacity to persons, including the Board of Trustees and the President, in formulating, determining, and effectuation management policies with regard to labor relations, and toward this end shall have access to all collective bargaining policies.
2. A Vice President or Dean shall be engaged in executive management functions and is charged with the responsibility of directing and effectuating Board of Trustees policies and practices.

C. College Treasurer

The Treasurer shall in the regular course of his/her duties have access to information relating to the effectuation of review of employer's collective bargaining policies.

D. Job Description and Duties of the Office Secretary, Secretary to the President, Secretary to the Vice Presidents and Deans

The Secretary shall have in the regular course of his/her duties access to information relating to the effectuation or review of the employer's collective bargaining policies.

3/23/81
12/19/83
7/22/02

204.01 Duties and Responsibilities of the President of the College

The President of the College is the chief executive, administrative, and education officer of the community college district and derives authority from, and is responsible to, the Sauk Valley Community College Board of Trustees. The President's primary responsibility is to provide vision for the College and continuous leadership and direction for the planning and operation of all aspects of the College's programs and services in conformity with Board policies, ICCB and IBHE rules and regulations, and State law.

More specifically, the President is responsible for:

1. Developing and implementing a progressive and community responsive College philosophy, including a comprehensive strategic plan which details the institutional mission, goals and objectives, priorities, and resources, for the current and long-range needs of the district;
2. Developing, maintaining, and evaluating the academic programs and student services of the College and creating a climate which enhances student learning, stimulates creative approaches to teaching and learning, and motivates both staff and students to optimum achievement;
3. Developing and maintaining an appropriate administrative organization to insure effective and efficient management of the College and its resources;
4. Recommending policies for board action and implementing those policies adopted by the Board;
5. Developing and maintaining a personnel operation which includes the recruitment, selection, development, compensation, evaluation, and continuation of all College staff;
6. Preparation, recommendation, and administration of the annual operating and capital budgets as approved by the Board of Trustees;
7. Maintenance and efficient use of existing institutional resources and the creation of new resources;
8. Internal and external communications, including keeping the Board informed, being the College's chief spokesperson, and representing the College to the general public;

9. Providing for the preparation and submission of all reports required by local, state, and national agencies;
10. Representing and actively participating in appropriate local, state, and national efforts to promote the interests of the college;
11. Managing the operational affairs of the Board of Trustees, including being its professional advisor by analyzing implications of proposed actions and making recommendations, handling agendas, minutes, policies, and other necessary records;
12. Representing the College interests as a member of the Sauk Valley Community College Foundation Board of Directors;
13. Delegating to appropriate staff members and committees powers and duties listed above as the President deems appropriate for the administration of the College;
14. Exercising the discretionary power necessary to insure the continuous efficient operation of the College and deciding all other administrative matters not outlined above and for which no specific provision has been made in the law or by Board policies; and
15. Any other duties assigned or delegated by the Board of Trustees.

2/12/79
3/23/87
12/18/89

205.01 The College Calendar

A. The fiscal year of the College is from July 1 of one year to June 30 of the next year inclusive.

B. The College academic year shall begin with the registration and orientation scheduled just prior to the first day of instruction of the fall semester, whichever is earlier, and extend no less than one day beyond the official date of Commencement at the end of the spring semester. For purposes of administration, the summer session is considered a special session outside the academic year calendar.

C. An administrative calendar specifying working days for all 12-month personnel will be issued by the Office of the President prior to the start of each fiscal year (July 1).

D. Sauk Valley Community College shall schedule a sufficient number of preparatory, instructional and testing days each semester to insure that adequate time is provided for teaching and learning and to comply with minimum State requirements and standards. The calendar shall also include days for registration, pre-entrance testing and other activities associated with admission to the College.

3/23/81

3/23/87

FL04ENRL

DISK:ICCB

SAUK VALLEY COMMUNITY COLLEGE

FALL 10TH DAY

TABLE 2 and TABLE 3

	FALL 03		FALL04		DIFFERENCE	
	HEADS	FTE	HEADS	FTE	HEADS	FTE
SVCC ENROLLMENT	2579	1551	2623	1577	1.7%	1.7%

BORDERING COLLEGES--PERCENT OF CHANGE FALL 03 VS FALL 04

COLLEGE	TABLE 4	TABLE 5
	STUDENTS	FTE
BLACKHAWK	5.3%	3.2%
HIGHLAND	1.5%	1.6%
ILLINOIS VALLEY	-2.0%	-1.9%
KISHWAUKEE	2.8%	2.9%
ROCK VALLEY	1.9%	4.9%
SAUK VALLEY	1.7%	1.7%
ALL COMMUNITY COLLEGES	-0.9%	0.2%

NON-CORRECTIONAL DATA COMPARISON

SOURCE: ICCB FALL ENROLLMENT REPORTS
INFORMATION SERVICES

12/10/04

For Board Meeting of
December 20, 2004

Agenda Item I-1

TEMPORARY (SPRING SEMESTER) FULL-TIME
FACULTY APPOINTMENT - MUSIC

The administration is recommending the continued appointment of Sister Philomene Rieland of Sterling, IL as a temporary full-time Assistant Professor (Step 3) of Music for the Spring 2005 Semester.

RECOMMENDATION: Board approval of the appointment of Sister Philomene Rieland as a temporary full-time Assistant Professor (Step 3) of Music for Spring 2005 Semester only.



Dean of Arts, Social Sciences,
Mathematics, and Physical Education

Memorandum

TO: Dr. Joan Kerber

FROM: Dr. Patrick Kennedy

DATE: December 10, 2004

RE: Appointment of Sister Philomene Reiland as Temporary Full-Time Music Faculty

Sauk Valley Community College has offered instruction leading to an associate's degree in Music for many years. When the full-time Music faculty member departed abruptly in July 2004 to take a position in the State of Washington, the College was left in an awkward position.

To address the vacancy, the Vice President of Learning Services; the Dean of Arts, Social Science, Mathematics, and Physical Education; and several faculty members discussed the needs of the College and trends in Music education. It was agreed that the College should hire an individual capable of both teaching the traditional music curriculum (theory, aural skills, music appreciation, etc.) and developing a commercial music curriculum designed to enhance enrollment at the College as well as transfer and career opportunities for students.

The search committee attempted to fill the vacancy during the summer but the lack of time available prohibited the completion of this task. Ms. Ruth Hedstrom, a retired Sauk Music faculty member, agreed to teach music theory and aural skills courses during the Fall Semester to assist the College. The search committee reconvened during the fall semester and identified four semi-finalists. Three declined the option to interview; the committee had problems contacting the references of the fourth semi-finalist and did not invite him to campus. As the close of the semester was upon the College, the search was again put on hold.

I propose the following steps to help the College maintain its Music program and to provide adequate time to attract a sufficient pool of candidates to complete the hiring process for a faculty member able to assist Sauk in meeting its strategic objectives related to music.

First, we reconvene the search committee in January and readvertise the position. It is expected that the pool will be larger as graduate students and individuals with year-long commitments to other institutions will be able to pursue their interests in different positions and make a move by August.

Second, we hire Sister Philomene Reiland on a temporary full-time basis for Spring Semester 2005. Sister Philomene has a bachelor's degree in Music Education with minors in Piano, Organ, and Voice and a master's degrees in Music with concentrations in Church Music and Liturgy. She taught music education in elementary schools for 12 years and directed music and liturgy for several parishes for 30 years. She is currently teaching the Music Appreciation course for Sauk. I also propose that she teach the following courses:

1. MUS 112 (Theory of Music II).
2. MUS 150 (Music History and Literature).
3. MUS 182 (Aural Skills II).
4. MUS 201 (Music Appreciation) (two sections).
5. MUS 212 (Theory of Music IV).
6. MUS 284 (Aural Skills IV).

I believe this proposal is sound. It fits with the strategic objectives discussed last summer when the Music vacancy occurred. In the short term, it allows the College to hire a qualified and capable Music instructor to meet the needs of our current students and to aid in the recruitment of future students. It also permits the College to continue to offer all its courses in the Music major. For the long term, this proposal provides time to recruit and hire an individual who can begin teaching courses in the fall while developing the commercial music curriculum.

If you have any questions, please feel free to contact me.

For Board Meeting of
December 20, 2004

Agenda Item I-2

TEMPORARY (SPRING SEMESTER) FULL-TIME
FACULTY APPOINTMENT – ENGLISH/SPEECH

The administration is recommending the continued appointment of Ruth Montino of Rock Falls, IL as a temporary full-time Assistant Professor (Step 3) of English/Speech for the Spring 2005 Semester.

RECOMMENDATION:

Board approval of the appointment of Ruth Montino as a temporary full-time Assistant Professor (Step 3) of English/Speech for Spring 2005 Semester only.

Sauk Valley Community College
Learning Services
Business, Technology, and Workforce Development
Linley V. White, Dean whitel@svcc.edu

DATE: December 14, 2004
TO: Dr. Joan Kerber
FROM: Patrick Kennedy *PKS JH*
Linley White *LW*
SUBJECT: Appointment of Ruth Montino as Temporary Full-Time English Instructor

Sauk Valley Community College is in a position of needing to hire a temporary full-time instructor. This has occurred for several reasons. First, SVCC is experiencing robust enrollment in dual credit courses at the Whiteside Area Career Center. In the fall semester, Sauk was able to staff almost all of the dual credit classes with adjunct instructors. This has become difficult at best for the spring semester. Also, Sauk has attempted to hire a full-time English instructor to replace a retiring instructor who has been teaching classes on campus. We had an individual who agreed to join our staff, but at the last minute took another position. The search process has been unsuccessful in filling the vacancy.

Attempting to fill spring classes with adjuncts has placed a burden on the adjunct pool of qualified English instructors in the Sauk Valley Community College area. Sauk requests permission to hire Ruth Montino as a temporary full-time instructor of English for the spring semester.

Ruth Montino has been an adjunct instructor for Sauk since June 7, 2000. She has taught 10 semesters of classes for the college. She also has high school certification and has taught a total of three years in the secondary system. Ruth has a graduate degree in English and is well qualified to teach courses at the post secondary level. Her willingness to teach dual credit courses at the secondary level will allow us to keep those courses active at the Career Center. She is very willing to pick up additional classes on campus to ensure that all classes for spring are staffed.

In summary, Dr. Kennedy and I recommend hiring Ruth Montino as a temporary full-time faculty member for spring semester. Since Sauk will not be hiring a full-time instructor for the spring semester, the revenue needed to fund this position is already within the budget.

"Provide the best learning opportunity for people to acquire the skills to be successfully employed in our district."
SVCC Workforce Council

For the Board Meeting
December 20, 2004

Agenda Item J-1

PRESIDENTIAL SEARCH BROCHURE

Board approval of the attached Presidential Search Brochure is required in order to place the advertisement for president in appropriate publications.

RECOMMENDATION: Board approval of the attached Presidential Search Brochure.

The Board of Trustees of Sauk Valley Community College invites applications and nominations for the position of President. The President is the Chief Executive Officer of the College District and reports to an eight-member Board of Trustees. Seven members are elected from the community at large and one member is an appointed student. The College's current President, Dr. Richard L. Behrendt, is retiring after 18 years of distinguished service to the Board and College community. The Board of Trustees seeks an individual who is committed to the goals of a comprehensive community college and who can provide the leadership necessary to meet the challenges Sauk Valley Community College will face in the future.

Mission of Sauk Valley Community College

The mission of Sauk Valley Community College is to provide quality learning opportunities that meet the diverse needs of the College's students and community. This is accomplished by providing opportunities for students and community to do the following:

- Complete the first two years of a baccalaureate degree,
- Improve employability through career education,
- Achieve confidence in essential skills,
- Continue learning on a lifelong basis, and
- Enhance the cultural and economic climate of the College's district.

In achieving this mission and purpose the Board of Trustees, faculty and staff of the College have adopted a Statement of Shared Ethical Values. This Statement provides guidance about how members of the College community work with each other, develop programs, and serve students. The following ethical value statement has been adopted:

Respect	We respect the worth and dignity of all people.
Responsibility	We value and advocate that all take responsibility for themselves, their learning and their environment.
Fairness	We accommodate fairness and just treatment of all people.
Integrity	We expect and constantly stand for integrity, honesty and ethical treatment of all people.
Caring	We value the creation of opportunities in a caring environment.

Sauk Valley Community College is becoming a learning community and a learning college which exemplifies cooperation, collaboration, and shared governance.

About the District and the College

Sauk Valley Community College is located along the scenic Rock River in rural heartland America. The College district is made up of parts of six counties in northwest Illinois, approximately two hours west of Chicago and one hour east of the Quad Cities (Moline and Rock Island, Illinois and Davenport and Bettendorf, Iowa). There are 17 high schools in the district and the median age of district residents is 39.2. The district's labor force is made up of manufacturing (18%), services (24%), retail trades (15%), government (13%) and agriculture (4.7%). The district is rich in history and includes such points of interest as the John Deere Historical Site and the boyhood home of President Ronald Reagan.

In 2004 the College served 6,920 students (approximately 3,000 students per semester), and produced over 46,000 credit hours. The average age of the College's students is 28 years, and 63% of the students are female. 46% of the College's students are in transfer programs and 32% came directly to Sauk Valley from a regional high school. Sixty-six percent of the College's students work while attending classes.

The College offers 30 transfer degrees and 18 career degrees. In addition, the College has a very strong athletic program with 10 teams. Student athletes come primarily from district high schools, but also from as far away as Canada and Arizona.

Sauk Valley Community College receives broad support in its College community as is evidenced by the large number of student scholarships which are supported by community organizations and groups. In addition, the College has a strong Foundation which annually raises funds to support College programs and services.

The College has approximately 161 full-time employees, with an annual total budget of \$25,700,000. The operating budget is \$11,500,000.

The faculty, staff and administrators of Sauk Valley Community College are a dedicated group of individuals who work to demonstrate and practice their shared values as they carry out the work of the College which is to serve students exceptionally well.

Opportunities and Challenges

Sauk Valley Community College is a mature institution that has served its community for decades. In 2005, the College will celebrate its 40th Anniversary. In the recent past, the administration, faculty and staff have applied their energy to a number of new initiatives which

will ultimately change College culture—the way College employees work together to serve students and community. The College seeks a leader who can understand and embrace this energy and its products and then inspire and guide the College community to achieve the goals it seeks.

The new President of Sauk Valley Community College will provide leadership for faculty and staff to:

1. Assist the College staff in renewing the College vision with emphasis beyond mission and purpose to include the College's values and the manner in which those values affect culture and engage employees as they work and serve.
2. Lead College staff in their efforts to create a learning organization which is value-driven and has its own sustaining energy and creativity.
3. Provide leadership and guidance to College employees as they continue to develop participative systems which involve employees in shaping the future of the College.
4. Assist and lead the College staff in developing new institutional planning processes which merge program, facility, and equipment needs with financial resources and budget allocations.
5. Demonstrate fiscal responsibility through seeking new revenue opportunities from the private and public sector and as well as continuing to stabilize existing resources through appropriate budgeting practices.
6. Assist the staff in developing new in-service and learning programs which enhance employee skills and abilities and improve the quality of work.
7. Support and enhance the College's student-centered programs including student activities, multi-cultural activities and athletics.
8. Establish new partnerships with business, industry and labor for the purpose of expanding the college's technical programs and supporting the economic base of northwest Illinois.
9. Be visible in the College and the community and provide support in developing successful workforce and economic development partnerships.

Characteristics

Professional

1. Earned doctorate or its equivalent in experience with a pattern of continued self-development.
2. Understanding of and commitment to the community college, its purposes and students.
3. Demonstrated ability to be visionary in moving the College forward to meet the needs of community, while respecting and maintaining initiatives already engaged.
4. Demonstrated support of technology and its use in an academic and administrative environment.
5. Demonstrated ability to embrace a rural community and maintain an active role within the community to the benefit of the College.
6. A commitment to diversity and a demonstrated ability to lead an institution that values and respects differences.
7. Understanding of and commitment to assessment of student learning and institutional assessment processes.
8. General knowledge of academic, technical, and career-based educational programs, with demonstrated openness to alternative teaching methods.
9. Demonstrated ability to generate external funding through fostering partnerships with community businesses, aggressive grant seeking and working with the College Foundation.
10. Proven interest in and support of student academic success, and all student extracurricular activities.
11. Experience with student housing and general college construction projects.
12. Successful advocacy skills in working with all levels of government and community groups.
13. A demonstrated appreciation of people and their contributions to organizational growth and creativity.

Personal

Excellent communication and listening skills, willingness to learn from others as well as share his or her own experience and knowledge, ability to be flexible and to facilitate change when needed, a caring administrator who delegates effectively, and who encourages faculty and staff in their endeavors.

Application Procedures

Inquiries and applications should be directed to: Ms. Nancy Breed, Search Liaison, Sauk Valley Community College, 173 Illinois Route 2, Dixon, IL 61021; (815) 288-5511, ext. 290; e-mail: breedn@svcc.edu.

A complete application packet includes the following:

- A letter of application of five pages or less, which includes how they would address the identified opportunities and challenges and how they meet the Presidential Profile.
- A current and complete resume.
- Provide names, titles, business and home telephone numbers for five references consisting of supervisors, subordinates (including one support staff member), colleagues, faculty members, community members, and student leaders (at least one from each group). References from either current or former institutions are acceptable.
- Applications will continue to be accepted until the position is filled. The Search Committee will begin reviewing applications March 21, 2005.
- Applicants will be notified of receipt of application materials.
- All inquiries and applications will be held in confidence until interviews with final candidates are confirmed.

The Board of Trustees of Sauk Valley Community College invites applications and nominations for the position of President. The President is the Chief Executive Officer of the College District and reports to an eight-member Board of Trustees. Seven members are elected from the community at large and one member is an appointed student. The College's current President, Dr. Richard L. Behrendt, is retiring after 18 years of distinguished service to the Board and College community. The Board of Trustees seeks an individual who is committed to the goals of a comprehensive community college and who can provide the leadership necessary to meet the challenges Sauk Valley Community College will face in the future.

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- Continue learning on a lifelong basis; and
- Enhance the cultural and economic climate of the College's district.

In achieving this mission and purpose the Board of Trustees, faculty and staff of the College have adopted the following Statement of Shared Ethical Values. This Statement provides guidance about how members of the College community work with each other, develop programs, and serve students:

- Respect** We respect the worth and dignity of all people.
- Responsibility** We value and advocate that all take responsibility for themselves, their learning and their environment.
- Fairness** We accommodate fairness and just treatment of all people.
- Integrity** We expect and constantly stand for integrity, honesty and ethical treatment of all people.
- Caring** We value the creation of opportunities in a caring environment.

Sauk Valley Community College is becoming a learning community and a learning college which exemplifies cooperation, collaboration, and shared governance.

***Sauk Makes It Possible...
You Make It Happen!!***

ABOUT THE DISTRICT AND THE COLLEGE

Sauk Valley Community College is located along the scenic Rock River in rural heartland America. The College district covers 1625 square miles and encompasses portions of six different counties in northwest Illinois. The heart of Chicago is an easy two hour drive to the east and the heritage rich Quad Cities (Moline and Rock Island, Illinois and Davenport and Bettendorf, Iowa) lie an hour to the west along the banks of the mighty Mississippi River. There are 17 high schools in the district and the median age of district residents is 39.2. The district's labor force is made up of manufacturing (18%), services (24%), retail trades (15%), government (13%) and agriculture (4.7%). The district is rich in history and includes such points of interest as the John Deere Historical Site and the boyhood home of President Ronald Reagan.

In 2004 the College served 6,920 students (approximately 3,000 students per semester), and produced over 46,000 credit hours. The average age of the College's students is 28 years, and 63% of the students are female. Forty-six percent of the College's students are in transfer programs and 32% come directly to Sauk Valley from a regional high school. Sixty-six percent of the College's students work while attending classes.

The College offers 30 transfer degrees and 18 career degrees. In addition, the College has a very strong athletic program with 10 teams. Student athletes come primarily from district high schools, but also from as far away as Canada and Arizona.

Sauk Valley Community College receives broad support in its College community as is evidenced by the large number of student scholarships which are supported by community organizations and groups. In addition, the College has a strong Foundation (over \$3.5 million in assets) which annually raises funds to support College programs and services, and is currently building a new student housing complex.

The College has approximately 161 full-time employees, with an annual total budget of \$25,700,000. The operating budget is \$11,500,000.

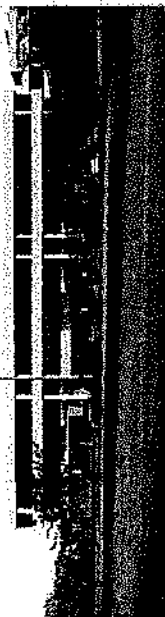
The faculty, staff and administrators of Sauk Valley Community College are a dedicated group of individuals who work to demonstrate and practice their shared values as they carry out the work of the College, which is to serve students exceptionally well.

OPPORTUNITIES AND CHALLENGES

Sauk Valley Community College is a mature institution that has served its community for decades. In 2005, the College will celebrate its 40th Anniversary. Recently the administration, faculty and staff have applied their energy to a number of new initiatives which will ultimately change College culture, and particularly the way College employees work together to serve students and community. The College seeks a leader who can understand and embrace this energy and its products and then inspire and guide the College community to achieve the goals it seeks.

The new President of Sauk Valley Community College will provide leadership for faculty and staff to:

1. Assist the College staff in renewing the College vision, with emphasis beyond mission and purpose, to include the College's values and the manner in which those values affect culture and engage employees as they work and serve;
2. Lead College staff in their efforts to create a learning organization which is value-driven and has its own sustaining energy and creativity;
3. Provide leadership and guidance to College employees as they continue to develop participative systems which involve employees in shaping the future of the College;
4. Assist and lead the College staff in developing new institutional planning processes which merge program, facility, and equipment needs with financial resources and budget allocations;
5. Demonstrate fiscal responsibility through seeking new revenue opportunities from the private and public sectors as well as maintaining existing resources through appropriate budgeting practices;
6. Assist the staff in developing new in-service and learning programs which enhance employee skills and abilities and improve the quality of work;
7. Support and enhance the College's student-centered programs including student activities, multi-cultural activities and athletics;
8. Establish new partnerships with business, industry and labor for the purpose of expanding the college's technical programs and supporting the economic base of northwest Illinois; and
9. Be visible in the College and the community and provide support in developing successful workforce and economic development partnerships.



CHARACTERISTICS

Professional

1. Earned doctorate or its equivalent in experience with a pattern of continued self-development.
2. Understanding of and commitment to the community college, its purposes, and its students.
3. Demonstrated ability to be visionary in moving the College forward to meet the needs of community while respecting and maintaining initiatives already engaged.
4. Demonstrated support of technology and its use in an academic and administrative environment.
5. Demonstrated ability to embrace a rural community and maintain an active role within the community to the benefit of the College.
6. A commitment to diversity and a demonstrated ability to lead an institution that values and respects differences.
7. Understanding of and commitment to assessment of student learning and institutional assessment processes.
8. General knowledge of academic, technical, and career-based educational programs with demonstrated openness to alternative teaching methods.
9. Demonstrated ability to generate external funding through fostering partnerships with community businesses, aggressive grant seeking, and working with the College Foundation.
10. Proven interest in and support of student academic success and all student extracurricular activities.
11. Experience with student housing and general college construction projects.
12. Successful advocacy skills in working with all levels of government and community groups.
13. A demonstrated appreciation of people and their contributions to organizational growth and creativity.

Personal

1. Excellent communication and listening skills.
2. Willingness to learn from others as well as share his or her own experience and knowledge.
3. Ability to be flexible and to facilitate change when needed.
4. A caring administrator who delegates effectively and who encourages faculty and staff in their endeavors.



APPLICATION PROCEDURES

Inquiries and applications should be directed to:

Ms. Nancy Breed, Search Liaison
Sauk Valley Community College
173 Illinois Route 2

Dixon, IL 61021

(815) 288-5511, ext. 290

e-mail: breedn@svcc.edu

A complete application packet includes the following:

1. A letter of application of five pages or less, which includes how they would address the identified opportunities and challenges and how they meet the Presidential Profile.
2. A current and complete resume.
3. Names, titles, business and home telephone numbers for five references consisting of supervisors, subordinates (including one support staff member), colleagues, faculty members, community members, and student leaders (at least one from each group). References from either current or former institutions are acceptable.

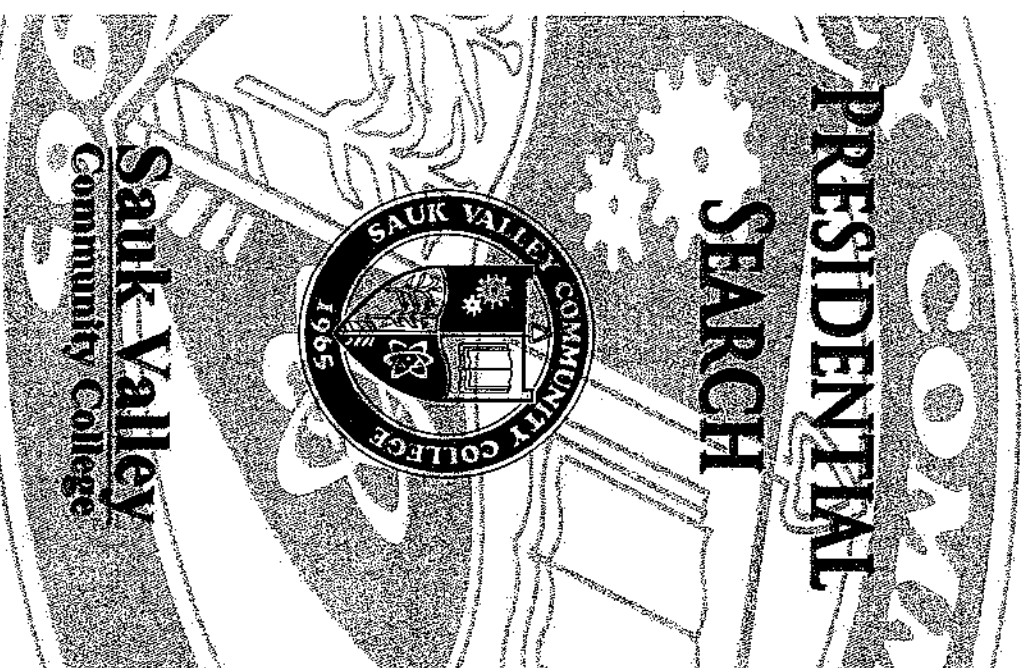
Applications will continue to be accepted until the position is filled. The Search Committee will begin reviewing applications March 21, 2005. Applicants will be notified of receipt of application materials. All inquiries and applications will be held in confidence until interviews with final candidates are confirmed.



Sauk Valley Community College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools and is a member of the Illinois Community College system.

University transfer programs and some career programs at Sauk are accepted in transfer by four-year colleges and universities.

SVCC provides equal opportunity and affirmative action in education and employment for qualified persons regardless of race, color, religion, national origin, ancestry, age, gender, marital status, disability, military status, or unfavorable discharge from military service. Complaints and inquiries related to this policy or any potential discriminatory concerns may be addressed to: Coordinator of Personnel Services, Sauk Valley Community College, 173 IL Route 2, Dixon, IL 61021, 815/288-5511.



www.svcc.edu
(815) 288-5511
173 IL Route 2, Dixon, IL 61021

For Board Meeting of
December 20, 2004

Agenda Item J-2

TRUSTEE RESIGNATION

Following Closed Session discussion, appropriate action will be taken on this item.

RECOMMENDATION: Appropriate action.

FAY

DIXON & DIXON

LAW OFFICES

121 EAST FIRST STREET

P.O. BOX 389

DIXON, ILLINOIS 61021

815-284-2288

FAX 815-284-1338

SHERWOOD DIXON (1845-1894)

HENRY S. DIXON (1870-1928)

JOHN P. DEVINE (1878-1955)

SHERWOOD DIXON (1896-1973)

HENRY S. DIXON

HENRY SHERWOOD DIXON II

AMBOY OFFICES

AMBOY, ILLINOIS 61310

815-857-2112

FAX 815-857-3217

E-MAIL hsdlaw@essex1.com

December 14, 2004

Dr. Richard L. Behrendt
President
Sauk Valley Community College

RE: Resignation from Board of Trustee

Richard

It is with regret that I must resign from my position a Trustee for the Sauk Valley Community College and as Foundation Liaison. I am the Executive Officer for the Second Battalion, 130th Infantry Regiment in the Illinois Army National Guard. Last month, we received Mobilization Orders to report to active duty January 5th, 2005.

The length of the deployment and the search for a college president make it impractical for me to remain on the Board. By resigning, the position may be filled to complete the term. This will enable the Board to manage its affairs without burdening the remaining Trustees.

I am very proud of my service to the College and its District, and wish it much success in the future.

Sincerely


Henry Dixon, Jr.

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

**Third Floor Board Room
Dixon, IL**

**December 19, 2005
7:00 p.m.**

- 1.0 Call to Order/Roll Call**
- 2.0 Consent Agenda**
 - 2.1 Approval of Agenda**
 - 2.2 Approval of Minutes, November 28, 2005**
 - 2.3 Approval of Closed Session Minutes, November 28, 2005**
 - 2.4 Treasurer's Report**
 - 2.5 Bills Payable**
 - 2.6 Payrolls**

November 30, 2005	\$245,157.79
December 13, 2005	\$256,005.06
 - 2.7 Budget Report**
- 3.0 Reports/Information**
 - 3.1 President's Report**
 - 3.2 Communication from Visitors**
 - 3.3 Reports from Trustees**
 - 3.4 Nursing – Janet Lynch**
- 4.0 Action Items**
 - 4.1 Bid Award Recommendation – Welding Lab Construction**
 - 4.2 Board Policy 512.01 – Student Loan Policy (Second Reading)**
 - 4.3 Board Policy 513.01 – Financial Aid Tuition Hold Program Policy (Second Reading)**
 - 4.4 Board Policy 516.01 – Drug-Free Workplace Policy (Second Reading)**
- 5.0 Closed Session**
- 6.0 Adjourn**

**SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
MINUTES
December 19, 2005**

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on December 19, 2005 in the third floor Board Room at Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

Edward Andersen	Edson Cox
Joan Padilla	William Simpson
Robert J. Thompson	Nancy Varga
Mary Ellen Wilkinson	Student Trustee Amanda Dahlquist

SVCC Staff:

President George J. Mihel
Attorney Ole Bly Pace III
Vice President Ruth Bittner
Vice President Joan Kerber
Dean of Health and Sciences Janet Lynch
Dean of Information Systems Alan Pfeifer
Director of College Relations Cal Lyons
Administrative Assistant Debra Dillow
Administrative Assistant to the Board Nancy Breed

Absent: None

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

President's Report: Dr. Mihel reported that he and Mr. Cox will be attending the ACCT National Legislative Conference in Washington, D.C. February 6-8, 2006, that a recent article in the Chronicle of Higher Education highlighted that the State of Wisconsin will be requiring all high school students to take an internet course prior to graduation, and the College is planning on setting up a meeting with area superintendents and the College Board of Trustees for Spring 2006 to discuss dual credit.

Dean of Health and Sciences Janet Lynch gave a presentation on the on-line nursing initiative that is currently in development in cooperation with Rock Valley College, Kishwaukee College, and Highland Community College. The main objectives are to increase

the number of nurses in the workforce and to increase the number of masters prepared nurses that are interested in teaching. She stated the Theory classes would be on-line while the lab and clinical sites classes would be held on site. She outlined the steps that have been taken so far including meeting with the Nursing Act Coordinator, researching retention rate of on-line students (77% completion rate), and meeting with hospitals within the four college districts to discuss the new program and its benefits. Approval of the program by the Illinois Community College Board and the Higher Learning Commission has yet to be initiated. Funding is a key issue, since the program will require the hiring of a Coordinator to write the curriculum, hire faculty, recruit students, and monitor the program. The cooperative is actively pursuing funding through the "Partners in Nursing" grant available from the Robert Wood Johnson Foundation.

Dean Lynch also presented the initiatives currently being done to enhance retention in the nursing program including instituting support groups for the nursing students; collecting data on potential variables; actual and potential changes to the current nursing programs; and possible changes to the admission requirements.

Reports:

ICCTA Representative: Chair Thompson encouraged any Board member wishing to attend the ACCT National Legislative Summit in Washington, D.C. on February 5-8, 2006 to let Dr. Mihel know so arrangements can be made.

Foundation Liaison: Dr. Mihel stated that he submitted a request to the Foundation to fund the senior services option of Dr. Kerber and that the Finance Committee is taking it under consideration.

**Bid Award
Recommendation –
Welding Lab Construction:**

It was moved by Member Andersen and seconded by Member Varga to approve the low bid of Brown Construction Company to construct the welding lab in the amount of \$60,000. In a roll call vote, all voted aye. Motion carried. Student Trustee Dahlquist advisory vote: aye.

**Board Policy 512.01 -
Student Loan Policy
(Second Reading):**

It was moved by Member Andersen and seconded by Member Cox to approve Board Policy 512.01, Student Loan Policy for second reading as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Dahlquist advisory vote: aye.

**Board Policy 513.01 -
Financial Aid Tuition
Hold Program Policy**

It was moved by Member Cox and seconded by Member Padilla to approve Board Policy 513.01, Financial Aid Tuition Hold Program Policy for second reading as presented. In a roll call vote,

(Second Reading):

all voted aye. Motion carried. Student Trustee Dahlquist advisory vote: aye.

Board Policy 516.01 -
Drug-Free Workplace
Policy (Second Reading):

It was moved by Member Wilkinson and seconded by Member Andersen to approve Board Policy 516.01, Drug-Free Workplace Policy for second reading, as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Dahlquist advisory vote: aye.

Adjournment:


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

The meeting adjourned at 7:45 p.m.

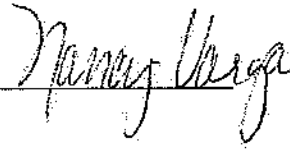
Next Meeting:

The next regular meeting of the Board will be at 7:00 p.m. on January 23, 2005 in the Board Room.

Respectfully submitted,



Nancy Varga, Secretary



SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES - TREASURER'S REPORT
As of November 30, 2005

CHECKING ACCOUNTS

		INTEREST	
<u>INTEREST BEARING ACCOUNTS</u>		<u>RATE</u>	<u>AMOUNT</u>
General Account - Sterling Federal Bank		3.360	\$41,997.07
Illinois Funds - Firststar Bank, Springfield		3.923	977,714.34
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS			1,019,711.41
<u>MONEY MARKET</u>			
ABN-AMRO Investment Services, Inc.		3.370	185,675.00
TOTAL CHECKING ACCOUNTS			\$1,205,386.41

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

[Signature]
BOARD CHAIR
[Signature]
BOARD SECRETARY

INVESTMENTS

<u>FINANCIAL INSTITUTION</u>	<u>DATE</u>	<u>MATURITY</u>	
Sauk Valley Bank, Sterling	02-01-06	3.400	\$1,000,000
US Bank, Sterling	02-04-06	3.880	1,000,000
US Bank, Sterling	02-26-06	3.940	1,000,000
Union Bank, Tampico	03-01-06	3.400	1,000,000
US Bank, Sterling	04-04-06	3.680	1,000,000
Bank, Sterling	05-04-06	4.020	1,000,000
SUBTOTAL INVESTMENTS			6,000,000

BOND INVESTMENTS - Liability, Protection & Settlement

		<u>YIELD</u>	<u>PRICE</u>
Houston Tex Water & Sewer System	12-01-05	4.700	50,426.50
Nevada State Hwy Impt Rev Improv Rev Bds	12-01-05	5.250	227,373.75
Federal Home Loan Bank Bonds	12-15-05	2.250	591,465.70
NC Mun Elec Auth	01-01-06	5.250	308,522.75
Fed Natl Mtg Assn	04-15-06	2.125	533,250.00
Fed Natl Mgt Assn	07-15-06	3.125	497,030.00
Milwaukee Cnty Wis	09-01-06	4.750	204,640.00
Federal Natl Mtg Assn	11-15-06	2.625	492,655.00
Benton Cnty Wash Sch Dist No 52	12-01-06	3.250	251,772.50
Las Cruces NM	12-01-06	5.100	201,958.00
Houston TX Wtr & Swr System	12-01-06	4.600	51,249.00
Mokena IL Go Bonds 2004	12-15-06	3.250	378,127.50
Federal Home Ln Mtg Corp	02-15-07	2.375	293,343.00
Anch AL Tel Util	03-01-07	5.300	154,093.50
Fed National Mtg Assn	07-15-07	4.250	474,112.50
Federal Home Ln Bks Cons Bd	12-14-07	3.924	651,015.63
SUBTOTAL BONDS			\$5,361,035.33

TOTAL INVESTMENTS

\$11,361,035.33

Sauk Valley Community College
Board of Trustees
December 19, 2005

Summary of Bills Payable

Amount

General Operating Funds

\$ 363,317.96

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY


BOARD CHAIR


BOARD SECRETARY

DATE 12/19/05

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Franklin Financial Services Corp01			Franklin Life	Accrued Annuities-Franklin Life	187.50
Franklin Financial Services Corp01			Franklin Life	Accrued Annuities-Franklin Life	187.50
New York Life Insurance & Annuity01			New York Life	ACCURED ANNUITIES-New York Life	300.00
New York Life Insurance & Annuity01			New York Life	ACCURED ANNUITIES-New York Life	300.00
Fidelity Investments	01		Fidelity Investments	ACCURED ANNUITIES-Fidelity Investments	594.00
Fidelity Investments	01		Fidelity Investments	ACCURED ANNUITIES-Fidelity Investments	594.00
Waddell & Reed, Inc	01		Waddell & Reed	Accrued Annuities-Waddell & Reed	225.00
Waddell & Reed, Inc	01		Waddell & Reed	Accrued Annuities-Waddell & Reed	225.00
Allison, Ona	01		Accounts Payable	Online Refund	30.00
Anderson, Rach D.	01		Accounts Payable	Stafford In	1,697.50
Bailey, Shawn C.	01		Accounts Payable	PELL Gt	1,630.00
Bohms, Erin M.	01		Accounts Payable	Athletic School	500.00
Butler, Jessica R.	01		Accounts Payable	Fndtn	500.00
Carter, Curtis L.	01		Accounts Payable	ITA Gt	250.00
Churchill, Dawn M.	01		Accounts Payable	Map Gt	341.50
Coffey, Marilyn	01		Accounts Payable	Online Refund	30.00
Coleman, Jamie	01		Accounts Payable	Athl School Bal	247.00
Czico, Joseph P.	01		Accounts Payable	Stafford In	1,273.61
Dickson, Kathryn J.	01		Accounts Payable	Fndtn	500.00
Florini, Julian A.	01		Accounts Payable	Online Refund	639.00
Florini, Julian A.	01		Accounts Payable	Online Refund	639.00
Gascogne, Lisa J.	01		Accounts Payable	Online Refund	30.00
George, Catherine L.	01		Accounts Payable	Stafford In	970.00
Good, Brandon J.	01		Accounts Payable	Stafford In	1,273.61
Holldorf, Megan A.	01		Accounts Payable	PELL Gt	338.00
Kelly, Chelsea M.	01		Accounts Payable	ITA	250.00

REPORT SVRCHKR
FISCAL YEAR 2005

Sauk Valley Community College
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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Thomson Learning	01		Foundation Expense	Books	118.29
State Universities Retirement Sy01			SURS Payable	Accrued Surs	30,060.65
State Universities Retirement Sy01			SURS Payable	Accrued Surs	30,578.80
Select Employees Credit Union	01		Credit Union Payable	ACCRUED W/H Select Employees Credit Union	11,706.49
Select Employees Credit Union	01		Credit Union Payable	ACCRUED W/H Select Employees Credit Union	11,706.49
SVCC Faculty Association	01		Faculty Association Payable	Accrued SVCC Faculty Assoc. Dues	1,126.63
SVCC Faculty Association	01		Faculty Association Payable	Accrued SVCC Faculty Assoc. Dues	1,126.63
Minnesota Child Support Payment	01		Wage Garnishment Payable	GARNISHMENT	333.00
Minnesota Child Support Payment	01		Wage Garnishment Payable	GARNISHMENT	333.00
Community Health Charities of 1101			United Way Payable	ACCRUED W/H-Community Health Charities	28.00
Community Health Charities of 1101			United Way Payable	ACCRUED W/H-Community Health Charities	28.00
United Way of Lee County	01		United Way Payable	Accrued United Way Dixon	30.00
United Way of Lee County	01		United Way Payable	Accrued United Way Dixon	30.00
United Way of Whiteside County	01		United Way Payable	Accrued United Way Sterling/Rock Falls	38.35
United Way of Whiteside County	01		United Way Payable	Accrued United Way Sterling/Rock Falls	38.35
Gallagher Benefit Services, Inc	01		Optional Disability Insurance	Ltd Biling December 2005	694.80
Illinois Mutual	01		Optional Disability Insurance	Accrued Optional Disability-Illinois Mutual	3.89
Illinois Mutual	01		Optional Disability Insurance	Accrued Optional Disability-Illinois Mutual	3.89
SVCC Foundation	01		Foundation Payable	Accrued W/H SVCC Foundation	109.50
SVCC Foundation	01		Foundation Payable	Accrued W/H SVCC Foundation	109.50
Ameriprise Financial Services, 101			American Express	Accrued Annuitites-American Express	2,437.00
Ameriprise Financial Services, 101			American Express	Accrued Annuitites-American Express	2,437.00
Equitable Life Assurance	01		Equitable	Accrued Annuitites-Equitable	250.00
Equitable Life Assurance	01		Equitable	Accrued Annuitites-Equitable	250.00
Hartford Life Insurance Co	01		Hartford Life Ins Company	ACCRUED ANNUITIES-Hartford Life	110.00
Hartford Life Insurance Co	01		Hartford Life Ins Company	ACCRUED ANNUITIES-Hartford Life	110.00

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Xerox Corporation	01	Printshop	Maintenance Services	Copier-Maintenance & Supplies	53.00
Midland Paper	01	Printshop	Purchases for Resale	Paper Salmon	385.04
Midland Paper	01	Printshop	Purchases for Resale	Paper Return Pink/Yellow	-198.40
Midland Paper	01	Printshop	Purchases for Resale	Paper Order Yellow/Pink	138.96
Enterprise Group	01	Printshop	Purchases for Resale	Paper 851001 8 1/2x11 Blank Premium Bond 5000/crn	4,500.00
GFC Leasing Company	01	Printshop	Debt Principal Retirement	Copier Lease Payment - Principal	380.89
GFC Leasing Company	01	Printshop	Interest	Copier Lease Payment-Interest	152.42
Kerber, Joan E.	01	VP-Learning Services	Conference/Meeting Expense	Travel-11/18/05 ICCCA Conference	302.65
MacIneney, Janet I.	01	VP-Learning Services	Conference/Meeting Expense	Travel-11/15/05 Coordinators Meeting	198.93
VanderWege, Robertus J.	01	Other Instructional	Tuition Reimbursement	Tuition Reimbursement Spring 2005	345.00
SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Monthly Maintenance for Sharp Copier FY 06	37.41
Edleman, Paul	01	Other Instructional	Conference/Meeting Expense	Conf Fee American Political Science	160.00
National Council of Teachers of	01	Other Instructional	Conference/Meeting Expense	Conference 04/26/06	195.00
Niemeyer, Loren	01	Other Instructional	Conference/Meeting Expense	Travel-NAIT Conference 11/19/05	951.56
Funston, Terry L.	01	Curriculum Development/ IAI	Conference/Meeting Expense	Travel-11/17/05 IAI Meeting	133.42
Fouse, Emily J.	01	Art	Consultants	Art Honorarium 11/23/05	60.00
Calumet Photographic	01	Art	Instructional Supplies	12'x100' Seamless Paper-Super White 560500	324.99
Menards	01	Art	Instructional Supplies	Misc Art Supplies-Open Order	74.33
VanderWege, Robertus J.	01	Art	Instructional Supplies	Art Supplies	38.32
Cyber	01	Fitness Center	Maintenance Services	8 ft Cable Cut to Fit Serial # 9522780	59.50
McPherson, Steven P.	01	Mathematics	Instructional Supplies	Mat 211 Manuals	166.28
Fountain, William B.	01	Dean of Business, Tech & Natural	Other Conference & Meeting	Travel-11/22/05 Oregon High School	66.93
Niemeyer, Loren	01	Dean of Business, Tech & Natural	Other Conference & Meeting	Travel-Provo, UT 10/27/05	188.00
Moraine Valley Community College	01	Computer Information Systems	Instructional Supplies	Security/Wireless Yearly Support	300.00
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Service Contract for Monthly Copy machine	26.50
SBM Business Equipment Center	01	Dean of Health Careers and Scien	Maintenance Services	Maintenance -Copy Machine Open PO	32.99

REPORT SVRCHKR
FISCAL YEAR 2005

Sauk Valley Community College
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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Lassiter, Bret E.	01		Accounts Payable	Stafford Ln	1,273.61
Lee, Brian	01		Accounts Payable	Fndtn Gt	500.00
Morris, Vincent M.	01		Accounts Payable	Online Refund	220.61
Newman, Melinda D.	01		Accounts Payable	EOG - Reissue	100.00
Peretto, Nicole L.	01		Accounts Payable	PELL Gt	700.00
Rager, Abby E.	01		Accounts Payable	Athl Schol Bal	423.00
Saucedo, Norma	01		Accounts Payable	Stafford Ln	242.50
Segneri, Alex J.	01		Accounts Payable	Online Refund	666.00
Sheridan, Ann Marie T.	01		Accounts Payable	Athl Schol	660.00
Slaughter, Tiffany L.	01		Accounts Payable	Athl Schol	2,111.00
Smith, Patty A.	01		Accounts Payable	Online Refund	54.00
Yater, Jared D.	01		Accounts Payable	Stafford loan	242.50
Consolidated Management Co	01		Cafeteria payable	November 05 PMJU	740.00
Illinois Community College Trust	01		Publications and Dues	FY 06 Dues	3,681.00
Sauk Valley Newspapers	01		Advertising	Legal Publications & Public Notices Open PO	32.96
Consolidated Management Co	01		Board of Trustees	Board Meeting Refreshments Open PO	29.20
Wilkinson, Mary E.	01		Board of Trustees	Travel-ICCTA Conference 11/12/05	384.52
Dixon Area Chamber of Commerce	01		College Relations	Radio Day	240.00
Mt. Carroll Mirror-Democrat	01		College Relations	Fall Play	90.00
Ogle County Newspapers	01		College Relations	Fall Play	64.80
Sauk Valley Newspapers	01		College Relations	Fall Play/Other Advertising	1,182.05
WFR/WR	01		College Relations	Advertising	25.00
WNS Pub. News-Sentinel/The Review	01		College Relations	Fall Play	70.00
WRCV FM	01		College Relations	Guest DJ	550.00
Wichers Broadcasting	01		College Relations	Fall Play & Sports Advertising	1,293.54
Gordon Flesch Company	01		Printshop	Copier-Maintenance & Supplies	853.25

Sauk Valley Community College
Check Register
From 11/23/05 To 12/19/05

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
American Assn of Community College	01	Learning Resource Center	Publications and Dues	CC Timea Subscription	53.00
American Library Assn	01	Learning Resource Center	Publications and Dues	Membership Dues	285.00
Sauk Valley Newspapers	01	Learning Resource Center	Publications and Dues	Subscription Renewal	171.50
Mueller Audio Visual	01	Academic Computing	Maintenance Services	Transparency Repair	44.00
Unique Computer	01	Academic Computing	Instructional Supplies	Laptop/Battery	3,128.00
Unique Computer	01	Academic Computing	Instructional Supplies	LCD Panel	50.00
Assoc. for Educational Communic	01	Academic Computing	Instructional Technology Materia	AECT Membership w/Subscriptions to ETRD &	185.00
Interlight	01	Academic Computing	Instructional Technology Materia	Lamp FXL 410W 82V	453.50
Mueller Audio Visual	01	Academic Computing	Instructional Technology Materia	Cassette/CD 3121-950 EHXI 7070A	500.00
Shelley, Chris	01	Academic Computing	Instructional Technology Materia	Camera Case 11/17/05	31.56
Unique Computer	01	Academic Computing	Instructional Technology Materia	Mouse	70.00
Shelley, Chris	01	Academic Computing	Conference/Meeting Expense	Travel-11/14/05 OOCI Meeting	87.30
RMS International Technology Inco	01	Administrative Computing	Consultants	Consulting Services	62.50
Enterprise Group	01	Administrative Computing	Office Supplies	Paper 851001 8 1/2x11 Blank Premium Bond 5000/cen	900.00
Menards	01	Administrative Computing	Office Supplies	Parts for TV Hook -up	11.98
SBM Business Equipment Center	01	Administrative Computing	Office Supplies	ACOCO Hanging Data Binders Various Colors	304.50
Unique Computer	01	Administrative Computing	Office Supplies	UPS Battery	96.00
Unique Computer	01	Administrative Computing	Office Supplies	HP Maint Kit	390.00
Sungard SCT	01	Administrative Computing	Computer Software	TCP/Maintenance-Oracle	16,385.00
Clodfelter, Pamela J.	01	Dean of Student Services	Conference/Meeting Expense	Travel-Conf ICCCA 11/18/05	53.36
Anderson, Pamela J.	01	Special Needs- ADA	Other Contractual Services	Interpreter Nov 2005	700.00
Creative Printing	01	Admissions, Records & Placement	Office Supplies	Business Cards-REORDER-TOM BREED	40.00
Breed, Thomas	01	Admissions, Records & Placement	Conference/Meeting Expense	Travel-Area High School thru 11/17/05	205.16
Breed, Thomas	01	Admissions, Records & Placement	Conference/Meeting Expense	Travel-Rochelle & Highland	72.75
Brown, John W.	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel-11/16/05 Deerfield	142.49
Fiorini, Anthony D.	01	Counseling	Conference/Meeting Expense	Travel-Wallace thru 11/30/05	54.32

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Quill Corporation	01	Dean of Health Careers and Scien	Office Supplies	Dean Supplies-Open PO	172.46
Consolidated Management Co	01	Dean of Health Careers and Scien	Conference/Meeting Expense	Online Nursing Meeting	34.61
Gaumer, Peggy	01	Phlebotomy	Conference/Meeting Expense	Travel-Clinical Visits	80.03
Corporate Office City	01	Associate Degree Nursing	Maintenance Services	Copy Machine Repair	72.25
Dekroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN supplies Open PO	85.54
NCLEX Program Reports	01	Associate Degree Nursing	Publications and Dues	NCLEX-RN Program Reports	300.00
Dekroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	LPN supplies Open PO	119.08
Dekroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	LPN supplies Open PO	365.95
NCLEX Program Reports	01	Licensed Practical Nursing	Publications and Dues	NCLEX-PN Program Reports	200.00
Interlight	01	Radiologic Technology	Instructional Supplies	Projector Bulbs DZE/FDS 24 150W Light	35.55
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits thru 11/15/05	213.89
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits thru 11/30/05	224.07
Shupert, Stanley	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits thru 12/01/05	570.36
Dekroft-Metz and Co, Inc	01	Paramedic Program	Instructional Supplies	Plus IV Cath 1 1/4"	282.79
Reisch & Associates	01	Biology	Instructional Supplies	Model 550 Odor Filters	395.00
Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	66.53
Wood, Therese L.	01	Biology	Conference/Meeting Expense	Travel-11/28/05 Chadwick	26.34
Wood, Therese L.	01	Chemistry	Instructional Supplies	Chemistry Supplies	19.88
Consolidated Management Co	01	Dean of Information Systems	Conference/Meeting Expense	Refreshments 11/15/05	11.70
Pfeifer, Alan	01	Dean of Information Systems	Conference/Meeting Expense	Travel-11/18/05 AET Meeting	103.31
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books for Library	43.20
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books for Library	86.40
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books for Library	43.20
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books for Library-Open Purchase Order	26.36
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books for Library-Open Purchase Order	207.80
Thomson Gale	01	Learning Resource Center	Books and Binding Costs	Library Books	1,337.09

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Dixon Unit School District #170	010100	CCS Public Workshops	Instructional Service Contracts	Autism Fall 05	1,362.00
KSB Hospital	010100	CCS Public Workshops	Instructional Supplies	CPR/First Aid	140.00
Perrine, Karina N.	010100	CCS Public Workshops	Instructional Supplies	Supplies Fall 2005	339.57
SBM Business Equipment Center	010100	CCS Public Workshops	Instructional Supplies	Monthly Maintenance Copier FY 06	113.12
Lee Wayne	010100	CCS Public Workshops	Advertising	Calendars	508.60
Consolidated Management Co	010100	CCS Public Workshops	Conference/Meeting Expense	Meeting Exp 11/11/05	18.15
Gettice, Thomas H.	010100	CCS Public Workshops	Conference/Meeting Expense	Travel Area Visits thru 11/22/05	54.32
Taylor, Virginia L.	010100	CCS Public Workshops	Conference/Meeting Expense	Travel 11/13/05 Instructor Training	211.46
Taylor, Virginia L.	010100	CCS Public Workshops	Conference/Meeting Expense	Travel-Galesburg 11/28/05	111.76
Illinois Material Handling	02	Maintenance	Maintenance Services	Semi-Annual Service	89.10
Kurtz Glase	02	Maintenance	Maintenance Services	Window Replacement	316.34
Lazer's Machine & Welding	02	Maintenance	Maintenance Services	Fabricate shafts	187.50
Schmecher Elevator Company	02	Maintenance	Maintenance Services	Qtrly Elevator Maintenance	1,152.00
State of Illinois	02	Maintenance	Maintenance Services	Boiler Testing	350.00
C-B Kramer Sales & Service	02	Maintenance	Maintenance Supplies	Patching Supplies	110.26
C-B Kramer Sales & Service	02	Maintenance	Maintenance Supplies	Patching Plaster	126.70
Crescent Electric Supply Co	02	Maintenance	Maintenance Supplies	Switches Recap	6.57
McMaster Carr Supply Company	02	Maintenance	Maintenance Supplies	T-handle Flange Spreader	241.98
McMaster Carr Supply Company	02	Maintenance	Maintenance Supplies	Leak Detector	15.53
Menards	02	Maintenance	Maintenance Supplies	Saw, Blades & Stain	55.05
Menards	02	Maintenance	Maintenance Supplies	Drill Bits	17.19
Menards	02	Maintenance	Maintenance Supplies	Supplies-Mainframe Room	54.71
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	38.25
Sherwin-Williams	02	Maintenance	Maintenance Supplies	Paint	163.84
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	59.25
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	55.57

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Matheney, Janet I.	01	Counseling	Conference/Meeting Expense	Travel-11/14/05 CAS Training	65.71
Federal Express Corp	01	Other Institutional	Postage	Shipping Charge	17.78
Pitney Bowes	01	Other Institutional	Postage	Monthly Meter Rental	467.00
American Assn of Community Colle	01	Other Institutional	Publications and Dues	Annual Membership Dues for 2006	2,800.00
Council of North Central Two Yea	01	Other Institutional	Publications and Dues	FY 06 Membership Dues	130.00
Sauk Valley Newspapers	01	Other Institutional	Recruitment	Recruitment Ad	197.85
SBM Business Equipment Center	01	Business Office	Maintenance Services	Maintenance for Copier FY 06 Open PO	29.20
Illinois Central Community Colle	01	Tuition Chargeback	Tuition Chargeback	Fall 2005 Chargeback	2,641.00
College & University Personnel A	01	Personnel Office	Publications and Dues	FY 06 Membership Dues	50.00
Rock River Human Resources Profe	01	Personnel Office	Publications and Dues	2006 HR Membership Dues	20.00
Snow, Kathryn C.	01	Personnel Office	Conference/Meeting Expense	Travel-Self Assurance Meeting 11/14/05	72.75
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	November Birthdays	93.40
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Sept Winners Card	30.60
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	October Winner Cards	30.60
John Gray Company	01	Personnel Office	Other Conference & Meeting	Service Awards	1,130.81
Skinner, Rhonda L.	01	Personnel Office	Other Conference & Meeting	Travel-NIN Staff Meeting 12/2/05	72.85
Walker, Shirley A.	01	Personnel Office	Other Conference & Meeting	NIN Staff Meeting 12/2/05	10.80
SBM Business Equipment Center	01	Information Center	Maintenance Services	Maintenance on Copier in Information Office	36.00
Byington, Richard	010100	CCS Public Workshops	Consultants	F 05 CCS Class	2,000.00
Education To Go	010100	CCS Public Workshops	Consultants	Ed2Go Classes	608.00
Education To Go	010100	CCS Public Workshops	Consultants	Ed to go	245.00
Gulm, Avril V.	010100	CCS Public Workshops	Consultants	CCS Class Fall 05	60.00
Jacobs, Debra	010100	CCS Public Workshops	Consultants	Fall 05 CCS Class	320.00
Lafayette Instruments	010100	CCS Public Workshops	Consultants	Fall 05 Poly Institute	100.00
Slain, Verna	010100	CCS Public Workshops	Consultants	CCS Class Fall 05	500.00
Theodore, Steve	010100	CCS Public Workshops	Consultants	Fall 05 CCS Class	800.00

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Menards	030100	O & M -Restricted Non PHS	Building Remodeling	Supplies-Music remodel	477.36
Menards	030100	O & M -Restricted Non PHS	Building Remodeling	Supplies-Music Remodel	18.96
Sherwin-Williams	030100	O & M -Restricted Non PHS	Building Remodeling	Paint for Music Area	95.92
UMB Bank & Trust NA	04	Bond & Interest Fund	Consultance	Bond Fees 2005	500.00
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies 11/15/05	27.82
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	37.17
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	45.81
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	82.25
Leeseman, Tolene K.	050600		Petty Cash	Travel-11/19/05 Romeoville	-25.00
Leeseman, Tolene K.	050600		Petty Cash	Travel-Kennedy King 11/26/05	-25.00
Leeseman, Tolene K.	050600		Petty Cash	Travel-Basketball Games thru 12/3/05	-25.00
Hubbell, Jacob B.	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Hubbell, Jacob B.	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Sondgeroth, Benjamin R.	050600	Men's Basketball	Other Contractual Services	Filming MBB 11/22/05	15.00
Temple's Sporting Goods	050600	Men's Basketball	Other Supplies	Nike Tops	1,801.50
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel-Men's Basketball 11/26/05	177.10
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel-Area Games thru 12/4/05	305.72
Custom Monogram	050600	Cross Country	Other Supplies	T-Shirts	153.00
Berlage, Mike	050600	Women's Basketball	Other Contractual Services	Men's Basketball Game	90.00
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game	15.00
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	Men's Basketball Game	15.00
Bunn, Ben	050600	Women's Basketball	Other Contractual Services	Men's Basketball Game	90.00
Lancaster, Merri A.	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game	15.00
Lancaster, Merri A.	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game	15.00
Lancaster, Merri A.	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game	39.00
Lancaster, Merri A.	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game	15.00

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Menards	02	Custodial	Maintenance Supplies	Custodial Supplies	66.41
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order Custodial Supplies	2,462.93
Dixon Tire Center	02	Grounds	Maintenance Services	Tire Repair	20.29
Lasalle County Farm Supply	02	Grounds	Maintenance Supplies	Power Melt 40lb Bag	721.77
Menards	02	Grounds	Maintenance Supplies	3 Pc Combo Drill Bit	36.97
Menards	02	Grounds	Maintenance Supplies	Storage Bins-Grounds	28.88
Napa Auto Parts	02	Grounds	Maintenance Supplies	Air Filter	28.84
Napa Auto Parts	02	Grounds	Maintenance Supplies	Air Filters	-13.40
Napa Auto Parts	02	Grounds	Maintenance Supplies	Spark Plugs	10.18
Napa Auto Parts	02	Grounds	Maintenance Supplies	Spark Plug	13.74
Rockford Industrial Welding Supp02		Grounds	Maintenance Supplies	Cable	8.12
Nicor Gas	02	Utilities	Gas	Natural Gas	549.84
Commonwealth Edison	02	Utilities	Electricity	Electricity	64.34
City Of Dixon	02	Utilities	Water, Sewer	Septic Waste Charges	183.00
City Of Dixon	02	Utilities	Water, Sewer	Water Testing Services	51.00
City Of Dixon	02	Utilities	Water, Sewer	Lab Testing	15.00
M & S Wastewater	02	Utilities	Water, Sewer	Monthly Water Treatment	400.00
Central Management Service/ICN	02	Utilities	Telephone	Monthly Charges	340.00
Gallatin River Communications	02	Utilities	Telephone	Monthly Services	1,785.28
Verizon Wireless	02	Utilities	Telephone	Monthly Charge	23.16
Verizon Wireless	02	Utilities	Telephone	Cellular Phone Service FY 06 (President)	45.52
Allied Waste Services	02	Utilities	Refuse Disposal	Waste Removal	495.99
Caterpillar Inc.	02	Utilities	Other Utilities	Monthly Engine Testing	467.44
Paulsen, Carmel A.	02	Building and Grounds Administrat	Office Supplies	Labels for Labelmaker	31.26
Willett, Hofmann & Associates, 103		Operations & Maintenance- Restri	Building Remodeling	Architect/Engineer Services	875.50
Graininger	030100	O & M - Restricted Non PHS	Building Remodeling	NEMA enclosure-Music Remodel	38.50

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Scudder's Apparel	050600	Student Government	Other Materials and Supplies	Shirts	216.00
Stenzel, Nichole T.	050600	Student Government	Other Materials and Supplies	Travel-Campus Crusade 12/28	662.00
Consolidated Management Co	050600	Drama	Other Materials and Supplies	Dinner Theatre-Orchestra	48.00
Hedrick, Jason J.	050600	Speech & Readers Theater	Other Conference & Meeting	Supplies for Fall 05 Play	120.29
Boddiger, David	050600	Global Awareness	Other Supplies	Performance 11/17/05 Global Awareness	200.00
Murray, Kris A.	050600	Global Awareness	Other Supplies	Global Awareness	69.62
BP Amoco	050800	Transportation	Vehicle Supplies	Gas Charges for College Van	429.13
Professional Benefit Administrators1000	Professional Benefit Administrators1000	Medical Insurance	Individual Stop Loss	Individual Stop Loss	10,025.30
Professional Benefit Administrators1000	Professional Benefit Administrators1000	Medical Insurance	Dependent Stop Loss	Dependent Stop Loss	8,330.82
Professional Benefit Administrators1000	Professional Benefit Administrators1000	Medical Insurance	Precertification	Precertification	362.50
Professional Benefit Administrators1000	Professional Benefit Administrators1000	Medical Insurance	Cobra Conversion	Cobra Charges 10/2005	40.00
Professional Benefit Administrators1000	Professional Benefit Administrators1000	Medical Insurance	Administrative Costs	Administrative	2,788.00
Gallagher Benefit Services, Inc 051000	Gallagher Benefit Services, Inc 051000	Medical Insurance	Life & AD&D	Life Billing 12/05	1,510.17
SEM Business Equipment Center	062050	SBDC Grant	Instructional Supplies	Monthly Maintenance Copier FY 06	56.55
Miller, Michele	062050	SBDC Grant	Conference/Meeting Expense	Travel-YSBDA Fall Conference 11/18/05	554.68
Miller, Michele	062050	SBDC Grant	Conference/Meeting Expense	Travel-11/28/05 Site Visits	14.07
Gallatin River Communications	062050	SBDC Grant	Telephone	Monthly Telephone Charges	32.25
C L Swanson Corp	062052	B.O.S.S. Project	Conference/Meeting Expense	BOSS Presentation Day 11/01/05	225.00
Miller, Michele	062052	B.O.S.S. Project	Telephone	Phone Calls @ Conf 9/06/05	35.19
State Universities Retirement Sy062056	State Universities Retirement Sy062056	ICCB Adult Ed-Federal Basic	SURS	Matching Funds	353.89
Whiteside County ROE	062058	ICCB Adult Ed-State Basic-Instru	Instructional Service Contracts	ESL & GED classes	4,050.00
Benedict, Timothy	062058	ICCB Adult Ed-State Basic-Instru	Conference/Meeting Expense	Travel-11/18/05 Bloomingdale Fall Conf	13.00
Coomes, Lana L.	062058	ICCB Adult Ed-State Basic-Instru	Conference/Meeting Expense	Travel-11/18/05 Bloomingdale Fall Conference	13.00
Humphrey, Candace A.	062058	ICCB Adult Ed-State Basic-Instru	Conference/Meeting Expense	Travel-Bloomingdale Conference 11/18/05	13.00
Miller, Paul H.	062058	ICCB Adult Ed-State Basic-Instru	Conference/Meeting Expense	Travel-11/18/05 Bloomingdale Fall Conference	13.00
Peterson, Laura	062058	ICCB Adult Ed-State Basic-Instru	Conference/Meeting Expense	Travel-11/18/05 Bloomingdale Fall Conference	13.00

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Lancaster, Merri A.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Lopez, Joe	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	90.00
McCormick, Cody	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
McCormick, Cody	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
McCormick, Cody	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	30.00
McCormick, Karrie L.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
McCormick, Karrie L.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
McCormick, Karrie L.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
McCormick, Karrie L.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Ortiz-Velazquez, Ruben	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	90.00
Peyton, Jeff	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Zahne, Scott	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	90.00
Holiday Inn	050600	Women's Basketball	Other Conference & Meeting	Travel-MBB 12/02/05	438.45
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-11/19/05 Romeoville	249.14
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-Kennedy King 11/26/05	63.11
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-Basketball Games thru 12/3/05	206.56
Powell, Darwin	050600	Women's Softball	Other Contractual Services	Womens Softball Game	100.00
Murney Landscaping	050600	Women's Softball	Other Supplies	Pultzer the Infield	110.00
Temple's Sporting Goods	050600	Women's Softball	Other Supplies	Pro Team 4 sided Pitchers Plate	60.99
Stenzel, Nichole T.	050600	Women's Volleyball	Other Conference & Meeting	Travel-11/11/05 Volleyball	71.05
Salgado, Ana S.	050600	Student Activities	Conference/Meeting Expense	FUSE Meeting 11/28/05	52.62

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Malikin, Richard	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Consolidated Management Co	063030	Perkins IIIE Tech Prep	Office Supplies	Tech Prep Meeting	24.30
Donmeyer, Sheila J	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	77.60
Frederick, Lynnette	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Travel-Fall 06	58.20
Hahne, Connie	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	123.68
Johannsen, Patricia	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	107.67
Lindahl, Sharon	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	82.94
Lipscomb, Lyle	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	25.92
Luker, Neal	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	32.01
Nelson, Carolyn J.	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	101.85
Ross, Kathy J	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	17.46
Vance, Susan B.	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	14.55
Wilkin, Richard	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Stipend Travel-Tech Prep	78.57
Livertext edu Solutions	063060	ICCB Cont. Quality Imp. Grant	Consultants	Training/Consulting	1,000.00
University of Illinois	063075	IDHS AmeriCorps - Member Activit	Consultants	Poverty Simulation 11/11/05	100.00
Johnson, Tammi U.	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-11/18/05	48.50
Lester, Terry E.	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-11/28/05	46.56
Tjaden-Akpor, Carlisa M.	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-11/18/05	67.05
Tjaden-Akpor, Carlisa M.	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-12/02/05 Meeting	19.73
White, Renee L.	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-Meeting 11/18/05	64.02
Zavada, Karen	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-11/18/05	97.00
Zavada, Karen	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-12/02/05 Meeting	104.76
State Universities Retirement Sys	063075	IDHS AmeriCorps - Nonmember Activ	SUNS	Matching Funds	300.49
White, Rebecca	063075	IDHS AmeriCorps - Nonmember Activ	Other Conference & Meeting	Travel-11/30 Area Visits	161.23
LaSalle News Tribune	063075	IDHS AmeriCorps - Nonmember Activ	Other	Advertising	110.00
Star Courier	063075	IDHS AmeriCorps - Nonmember Activ	Other	Advertising	79.00

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Scheffler, Joan M.	062058	ICCB Adult Ed-State Basic-Instru	Conference/Meeting Expense	Travel-11/18/05 Bloomingdale Fall Conference	13.00
Yonker, Elizabeth A.	062058	ICCB Adult Ed-State Basic-Instru	Conference/Meeting Expense	Travel-Bloomingdale Conf 11/18/05	13.00
Myron Corporation	062060	SOS VITAL Grant	Instructional Supplies	2006 Calendars	324.90
National Pen Corporation	062060	SOS VITAL Grant	Instructional Supplies	Pens	88.93
M & D Graphics and Phototypeset	062060	SOS VITAL Grant	Other	Match Form Printing	141.50
State Universities Retirement Sy063011	063011	Student Support Services Grant	SUNS	Matching Funds	583.50
Consolidated Management Co	063011	Student Support Services Grant	Other Conference & Meeting	Workshop 11/29/05	63.11
State Universities Retirement Sy063020	063020	Perkins- Learning Assistance Cen	SUNS	Matching Funds	56.93
State Universities Retirement Sy063020	063020	Perkins IIC	SUNS	Matching Funds	45.80
Labyrinth Publications	063020	Perkins IIC	Instructional Supplies	Books -World of Computers	223.74
Labyrinth Publications	063020	Perkins IIC	Instructional Supplies	Book-Welcome to the World of Computers	279.68
Labyrinth Publications	063020	Perkins IIC	Instructional Supplies	Books-Welcome to the World of Computers	911.06
Consolidated Management Co	063020	Perkins IIC	Conference/Meeting Expense	Moraine Valley College Visit	4.76
Consolidated Management Co	063020	Perkins IIC	Conference/Meeting Expense	Workforce Council Meeting 11/16/05	52.40
State Universities Retirement Sy063020	063020	Perkins IIC -Special Populations	SUNS	Matching Funds	109.88
Creative Printing	063020	Perkins IIC -Special Populations	Instructional Supplies	SVCC Business Cards Keith Bos 250/Box	35.00
Donmeyer, Sheila J	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Frederick, Lynnette	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Hahne, Connie	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Johannsen, Patrice	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Landahl, Sharon	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Lipscomb, Lytle	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Luker, Neal	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Nelson, Carolyn J.	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Ross, Kathy J	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Vance, Susan E.	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00

<u>PAYER/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Stark County Communications	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	42.00
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Other	Recruitment Ad Pontiac Illinois	51.40
GFC Leasing Company	064030	Restricted Fund-GOD Certificates	Debt Principal Retirement	Bond Lease Payment-Principal	504.90
GFC Leasing Company	064030	Restricted Fund-GOD Certificates	Interest	Bond Lease Payment-Interest	202.05
Pratt Audio-Visual & Video Corp	064030	Restricted Fund-GOD Certificates	Instructional Equipment	Samsung SDP-9508T Document Camera	2,495.00
High Lift	064030	Restricted Fund-GOD Certificates	Service Equipment	Electric Boom Model N35E	12,500.00
Ready, Alan J.	101010	Booster Club	Other	Deposit Airline Tickets 3/20/06 Spring Trip	823.00
Illinois Department Employment S12		Risk Management	Unemployment Insurance	Unemployment Penalty/Insurance	869.55
Gallatin River Communications	12	Risk Management	Telephone	911 Cama Trunk Lines	89.64
Grummetts Do It Best Hardware	12	Public Safety	Maintenance Services	Key Cutting	6.45
Verizon Wireless	12	Public Safety	Maintenance Services	Security Cell Phones	71.60
Stewart & Associates	12	Public Safety	Other Contractual Services	Security Contract	872.92
				BANK ACCOUNT 1 TOTAL:	363,317.96
				ALL ACCOUNTS TOTAL:	363,317.96

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REVENUES, EXPENDITURES, AND TRANSFERS
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EDUCATION FUND

Revenues

	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 YTD Actual	Budget Percent
Local Governmental Sources	3,166,000	3,109,939	3,071,000	1,272,783	41.4%
State Governmental Sources	2,741,078	2,861,068	2,583,483	741,708	28.7%
Federal Governmental Sources	5,000	8,595	5,000	915	18.3%
Student Tuition and Fees	3,106,000	3,245,120	3,557,500	3,069,371	86.2%
Sales and Service	400,000	221,991	280,000	55,263	19.7%
Investment Revenue	35,000	58,080	35,000	18,384	52.5%
Other Revenues	580,000	577,467	583,000	5,624	.9%
TOTALS	10,033,078	10,082,262	10,114,983	5,164,049	51.0%

Expenditures

Salaries	6,382,172	6,333,717	6,341,717	2,490,148	39.2%
Employee Benefits	1,760,032	1,826,083	1,808,373	546,674	30.2%
Contractual Services	567,345	404,148	468,890	126,736	27.0%
General Materials and Supplies	880,069	755,504	861,069	353,226	41.0%
Travel and Conference Meeting Exp.	137,850	151,519	154,825	33,588	21.6%
Fixed Charges	23,050	18,700	23,600	6,776	28.7%
Capital Outlay		3,901			
Other Expenditures	503,000	637,559	483,000	333,744	69.0%
TOTALS	10,253,518	10,131,133	10,141,474	3,890,896	38.3%

Transfers

Transfers to Other Funds	85,000		71,000	-3,580	-5.0%
Transfers From Other Funds	-133,500	-43,330			
TOTALS	-48,500	-43,330	71,000	-3,580	-5.0%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

1,276,734
1,961,887

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OPERATION AND MAINTENANCE FUND

Revenues

Local Governmental Sources	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 YTD Actual	Budget Percent
State Governmental Sources	387,000	381,006	375,000	155,849	41.5%
Student Tuition and Fees	360,474	375,869	267,642	94,921	35.4%
Sales and Service	347,500	357,664	397,050	346,697	87.3%
Facilities Revenue	4,000	8,946	5,000	1,425	28.5%
Investment Revenue	2,000	1,995	2,000	1,449	72.4%
Other Revenues	200	-19	100	543	543.4%
	42,000	38,428	42,100		0.0%
TOTALS	1,143,174	1,163,892	1,088,892	600,887	55.1%

Expenditures

Salaries	453,406	452,346	455,518	202,762	44.5%
Employee Benefits	188,149	210,783	187,644	67,485	35.9%
Contractual Services	114,500	111,853	114,500	30,334	26.4%
General Materials and Supplies	86,600	79,250	86,300	34,712	40.2%
Travel and Conference Meeting Exp.	2,600	1,483	3,600	191	5.3%
Fixed Charges	40,000	50,174	47,300	48,050	101.5%
Utilities	355,500	363,891	411,800	241,248	58.5%
Capital Outlay	15,000	22,199	15,000		0.0%
TOTALS	1,255,755	1,291,983	1,321,662	624,784	47.2%

Transfers

Transfers From Other Funds	-113,500	-122,000	-233,000		0.0%
TOTALS	-113,500	-122,000	-233,000		0.0%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

919
-23,897
-24,091

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OPERATION & MAINTENANCE- RESTRICTED

Revenues

Local Governmental Sources	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 YTD Actual	Budget Percent
State Governmental Sources	574,000	570,171	569,196	236,874	41.6%
Investment Revenue	3,305,100				
Other Revenues	10,000	55,305	10,000	-4,040	-40.4%
	250,000	47,923		7,110	
TOTALS	4,139,100	673,399	579,196	239,945	41.4%

Expenditures

Contractual Services	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 YTD Actual	Budget Percent
General Materials and Supplies	5,175,310	730,220	2,200,970	10,372	31.3%
Fixed Charges	5,175,310	736,832	2,200,970	4,040	
Capital Outlay				10,434	
TOTALS				689,727	32.4%

Transfers

Transfers to Other Funds	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 YTD Actual	Budget Percent
Transfers From Other Funds					
TOTALS					

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

NET INCREASE/DECREASE IN NET ASSETS	-1,036,210	136,567	-1,621,774	-474,629	
FUND BALANCE		2,720,433		2,245,803	

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	2004-2005 <u>Budget</u>	2004-2005 <u>Actual</u>	2005-2006 <u>Budget</u>	2005-2006 <u>YTD Actual</u>	Budget Percent
<u>BOND AND INTEREST FUND</u>					
Revenues					
Local Governmental Sources	1,393,000	1,336,404	1,286,284	498,729	38.7%
Investment Revenue	5,000	10,379	6,000	1,699	28.3%
TOTALS	1,398,000	1,346,784	1,292,284	500,428	38.7%
Expenditures					
Contractual Services	5,000	4,600	5,000	500	10.0%
Fixed Charges	1,381,000	1,473,858	1,286,000	1,228,828	95.5%
TOTALS	1,386,000	1,478,458	1,291,000	1,229,328	95.2%
NET INCREASE/DECREASE IN NET ASSETS	12,000	-131,674	1,284	-728,900	
FUND BALANCE		625,247		-103,652	

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SAUK VALLEY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
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AUXILIARY ENTERPRISES FUND

Revenues

	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 YTD Actual	Budget Percent
Student Tuition and Fees	156,000	158,287	156,000	135,785	87.0%
Sales and Service	48,500	40,070	43,200	12,904	29.8%
Facilities Revenue	85,000	105,780	90,000	31,250	34.7%
Investment Revenue	900	765	1,000	465	46.5%
Other Revenues	1,561,700	1,777,331	1,562,000	732,388	46.8%
TOTALS	1,852,100	2,082,234	1,852,200	912,794	49.2%

Expenditures

Salaries	72,682	66,287	65,300	28,533	43.6%
Employee Benefits	12,820	14,736	13,025	3,835	29.4%
Contractual Services	1,595,605	1,795,484	1,595,005	718,949	45.0%
General Materials and Supplies	72,990	73,750	68,815	30,644	44.5%
Travel and Conference Meeting Exp.	57,655	59,288	60,355	20,666	34.2%
Fixed Charges	9,450	19,859	18,600	20,229	108.7%
Other Expenditures	5,750	2,994	5,750	2,824	49.1%
TOTALS	1,826,952	2,032,399	1,826,850	825,681	45.1%

Transfers

Transfers to Other Funds	85,000	278,000	89,825		0.0%
Transfers From Other Funds	-73,000	-66,000	-77,825	3,580	-4.6%
TOTALS	12,000	212,000	12,000	3,580	29.8%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

83,531
164,081

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
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RESTRICTED PURPOSES FUND

Revenues

Local Governmental Sources	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 YTD Actual	Budget Percent
State Governmental Sources	2,195,000	2,195,000			
Federal Governmental Sources	960,544	1,084,441	981,608	575,257	58.6%
Sales and Service	3,542,823	3,730,189	3,517,099	1,572,089	44.6%
Investment Revenue	40,000	714	5,000	214	4.2%
Other Revenues		90,088		71,500	
TOTALS	6,738,367	7,100,434	4,503,707	2,219,061	49.2%

Expenditures

Salaries	1,119,489	1,075,764	994,230	409,489	41.1%
Employee Benefits	199,779	173,600	167,289	55,607	33.2%
Contractual Services	4,800	66,268	99,856	9,609	9.6%
General Materials and Supplies	87,758	443,639	105,426	98,863	93.7%
Travel and Conference Meeting Exp.	52,342	66,435	63,927	22,547	35.2%
Fixed Charges	10,500	2,211,026	2,000	3,534	176.7%
Utilities	300	717	150	559	372.7%
Capital Outlay	731,667	553,391	636,000	217,955	34.2%
Other Expenditures	3,026,750	3,349,474	3,062,164	1,770,768	57.8%
TOTALS	5,233,385	7,940,317	5,131,042	2,588,936	50.4%

Transfers

Transfers to Other Funds	-9,199
Transfers From Other Funds	9,199

TOTALS

NET INCREASE/DECREASE IN NET ASSETS	-369,874
FUND BALANCE	978,980

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WORKING CASH FUND

Revenues

Investment Revenue

TOTALS

Expenditures

Investment Revenue

TOTALS

Transfers

Transfers to Other Funds

TOTALS

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	2004-2005 <u>Budget</u>	2004-2005 <u>Actual</u>	2005-2006 <u>Budget</u>	2005-2006 <u>YTD Actual</u>	Budget Percent
	50,000	53,330	50,000	-6,400	-12.8%
	50,000	53,330	50,000	-6,400	-12.8%
	150,000	153,330	150,000		0.0%
	150,000	153,330	150,000		0.0%
	-100,000	-100,000	-100,000	-6,400	
		2,170,783		2,164,383	

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TRUST AND AGENCY FUND

Revenues

Sales and Service
Other Revenues

TOTALS

Expenditures

Other Expenditures

TOTALS

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	2004-2005 <u>Budget</u>	2004-2005 <u>Actual</u>	2005-2006 <u>Budget</u>	2005-2006 <u>YTD Actual</u>	Budget Percent
	-----	-----	-----	-----	-----
		-1,273			
		18,394		14,491	
	-----	17,120	-----	14,491	-----
	-----		-----		-----
		14,355		6,830	
	-----	14,355	-----	6,830	-----
		2,765		7,660	
		16,524		24,185	

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF NOVEMBER 30

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AUDIT FUND

Revenues

Local Governmental Sources
Investment Revenue

TOTALS

Expenditures

Contractual Services

TOTALS

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	2004-2005 <u>Budget</u>	2004-2005 <u>Actual</u>	2005-2006 <u>Budget</u>	2005-2006 <u>YTD Actual</u>	Budget Percent
	30,000	26,782	29,000	9,187	31.6%
	100	893	100	-61	-61.3%
	-----	-----	-----	-----	-----
	30,100	27,675	29,100	9,126	31.3%
	-----	-----	-----	-----	-----
	24,000	22,000	25,000	22,500	90.0%
	-----	-----	-----	-----	-----
	24,000	22,000	25,000	22,500	90.0%
	-----	-----	-----	-----	-----
	6,100	5,675	4,100	-13,373	
		45,897		32,523	

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF NOVEMBER 30

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LIABILITY, PROTECTION & SETTLEMENT

Revenues

Local Governmental Sources

Investment Revenue

Other Revenues

TOTALS

Expenditures

Salaries

Employee Benefits

Contractual Services

General Materials and Supplies

Travel and Conference Meeting Exp.

Fixed Charges

Utilities

Capital Outlay

TOTALS

NET INCREASE/DECREASE IN NET ASSETS

FUND BALANCE

	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 YTD Actual	Budget Percent
357,000	443,122	348,000	269,768	77.5%	
200,000	117,151	210,000	16,764	7.9%	
9,000	21,315	9,000		0.0%	
566,000	581,589	567,000	286,532	50.5%	
282,337	251,881	280,774	75,546	26.9%	
222,103	273,781	255,163	114,797	44.9%	
70,500	46,058	61,500	19,763	32.1%	
9,400	7,878	8,100	3,462	42.7%	
2,000	629	2,000		0.0%	
63,000	48,273	50,000	47,040	94.0%	
1,300	1,074	1,300	448	34.4%	
650,640	645,001	658,837	261,058	39.6%	
-84,640	-63,411	-91,837	25,474		
	5,735,164		5,760,639		

On-line Nursing Proposal

- I. History and background that led to this endeavor**
 - a. Rio Salado initiative**
 - b. Community based Job Training Grant Option**
 - c. August 2, 2005 meeting with partners**
- II. Objectives of this proposal**
 - a. To increase the number of nurses in the workforce**
 - b. To increase the number of masters prepared nurses that are interested in teaching**
- III. Curriculum and time line for project**
 - a. Proposed curriculum**
 - b. Met with Illinois Nursing Act Coordinator 9/05**
 - c. Illinois Community College Board**
 - d. Higher Learning Commission**
- IV. Research and data on on-line courses**
- V. How we will evaluate success**
 - a. Attrition rates**
 - b. NCLEX pass rates**
 - c. Employer and student surveys**
 - d. External measures such as HESI or ATI**
- VI. November/December update**
 - a. DOL grant fell through**
 - b. Will actively pursue "Partners in Nursing" through the Robert Wood Johnson Foundation**

DRAFT (8-2-05) Revised 9-25-05) (9-26-05)
Online Nursing Curriculum

Requirements for entry:

1. Overall GPA of 2.8
2. 3.0 GPA in at least 9 hours of on-line general education courses applicable to nursing
3. Active CN A certificate on file with IDPH
4. Intermediate algebra
5. Nelson Denny reading test with a score of at least 15.0 in both vocabulary and comprehension
6. High school chemistry in last 5 years with "A" or "B" or college chemistry with lab with "C" or above

Curriculum: 72-75 hours (48 hours nursing and 24-27 hours of gen. eds.)

Nursing (48 hours)

Semester	Theory Requirements	Clinical Requirements
Semester I	Fundamentals (4 hours) Pharmacology (2 hours)	Fundamentals (6 hours) 2 six hr clinicals/week
Semester II	Med/Surg (6 hours)	Med/Surg (6 hours) 2 six hr clinicals/week
Semester III	OB (3 hours) (5) Peds (3 hours) (5) <i>Leadership (1)</i>	OB/Peds (3 hours) 1 six hr clinical/week Med/Surg (3 hours) 1 six hr clinical/week
Semester IV	Community/Mental Health (3 hours) Adv. Med/Surg (3 hrs)	Comm/MH (3 hours) 1 six hr clinical/week Adv. Med/Surg (3 hrs) 1 six hr clinical/week

General Education Classes (at least 9 hours must be taken online prior to entry into the program with a 3.0 GPA or higher)

English (Rhetoric and Composition) (3 hours)
 Anatomy and Physiology (5-8 hours)
 Microbiology (4 hours)
 Psychology (3 hours)
 Lifespan psychology (3 hours)
 Speech (3 hours)
 Nutrition (3 hours)

Initiatives to enhance retention

- I. Significant Other Support Group and Mentoring Project**
 - a. Instituted Fall 2004**

- II. Collecting data on potential variables**
 - a. GPA**
 - b. Science background/grades**
 - c. Number of re-application points**

- III. Actual and potential changes to programming**
 - a. Math initiative**
 - b. Changes to Trends**
 - c. Ladder program**
 - d. Senior level courses 16 weeks instead of 8**

- IV. Admission requirement changes**
 - a. Nursing Entrance Test**
 - b. Widen point spread by incorporating all pre-reqs**
 - c. CNA required**
 - d. Increase minimum GPA**
 - e. Remove re-application points**
 - f. Points for biology no longer bonus points**

Sauk Valley Community College
December 19, 2005

Action Item 4.1

Topic: **Welding Lab Construction**

Presented By: **Ruth Bittner, Dr. Mihel**

Presentation:

A bid announcement was placed in the *Dixon Telegraph* and *Sterling Daily Gazette*, and specifications were sent to six general contractors. Bids were received from four companies. The base bid calls for preparation of a 10-station welding lab in the now joined rooms 1C5 and 1C9. The work involves mostly electrical and mechanical systems. The alternate bid calls for construction of three general classrooms and two faculty offices in the adjoining room 1C1 (the currently vacant machine shop). We have chosen not to recommend the alternate at this time, holding off until we can take a fresh comprehensive look at our long-range facilities plans. We expect the welding lab to be ready for occupancy by the end of March 2006. The project will be paid from the former T-1/West Wing reserved funds. (See next page for details.)

Bid Results -- Welding Lab Remodel

Company Name	Location	Base Bid	Alternate
Brown Construction	Milledgeville	60,000	84,000
Key Builders	Princeton	61,900	75,900
Winter Construction	Freeport	63,100	102,400
Viking Builders	Dixon	68,688	103,000

Recommendation:

The administration recommends the Board approve the base bid from Brown Construction in the amount of \$60,000, to be paid from former T-1/West Wing reserved funds.

WELDING LAB REMODEL

The Project is the renovation of approximately 1,325 square feet in what is currently classified as Room 1C5.

The Project includes the following:

1. Removal of existing framework, removal of items attached to the walls.
2. Patch and paint wall and ceiling surfaces.
3. Remove and cap existing gas lines.
4. Remove existing hoods and ductwork; install new.
5. Remove existing electrical outlets and wiring; install new.
6. Perform roof deck repair above office area.

Sauk Valley Community College
December 19, 2005

Action Item 4.2

Topic: **Board Policy 512.01 – Student Loan Policy**
 Second Reading

Presented By: **Dr. George Mihel**

Presentation:

In accordance with the directive from the Board, the administration has rewritten Board Policy 512.01 to remove unnecessary procedural language and to clarify policies.

Recommendation:

The administration recommends the Board approve policy 512.01 for second reading.

512.01 Student Loan Policy

Short Term emergency loans may be made to students who are receiving financial aid, if approved by the Director of Financial Assistance. The student's account must be paid in full by the end of the semester in which the loan is issued. Loans will be made in accordance with rules established in administrative procedure. Exceptions to the procedure rules may be granted if approved by the President.

1. The maximum loan that a full-time student may receive will be \$1,000. The maximum loan that a part-time student may receive will be \$500.
2. The President will report on the number of delinquent loans to the Board of Trustees on an annual basis.

Policy

- ~~1.— Short term loans require the approval of the Director of Financial Assistance and Career Services, and will be charged to the student's account.~~
- ~~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 Assistance and Career Services' professional judgment of the individual's ability to pay and/or performance on previous student loans. For example, students receiving financial aid will be given preference. Simply attending Sauk Valley Community College does not create a right to receive a loan.~~
- ~~5.— At the discretion of the Vice President of Learning Services and the Vice President of College 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's 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 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 \$500. Part time students may receive up to \$300. No future loans will be issued until the first loan has been paid in full. (Exception see Item 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 Assistance and Career Services is the sole representative authorized to approve student loan agreements with the exception of Item 5 under Policy.~~

Collection of Loans

1. ~~Prior to the due date of the student loan the Business Office will notify the student of his/her obligation to the College.~~
2. ~~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
12/15/03
6/28/04
12/19/05

Sauk Valley Community College
December 19, 2005

Action Item 4.3

Topic: **Board Policy 513.01 – Financial Aid Tuition Hold Program Policy**
 Second Reading

Presented By: **Dr. George Mihel**

Presentation:

In accordance with the directive from the Board, the administration has rewritten Board Policy 513.01 to remove unnecessary procedural language and to clarify policies.

Recommendation:

The administration recommends the Board approve policy 513.01 for second reading.

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 in the tuition hold program as established by this policy. If, in the judgment of the Director of Financial Assistance, a student is highly likely to receive the aid, the student's place in class may be held pending receipt of the aid. Students permitted to participate in the tuition hold program are expected to have all tuition paid prior to the mid-term date of the semester in which they are enrolled. The administration shall direct appropriate procedures for students eligibility and requirements for this program. 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
3/23/87

4/28/97
7/24/00

12/19/05

Sauk Valley Community College
December 19, 2005

Action Item 4.4

Topic: **Board Policy 516.01 – Drug-Free Workplace Policy**
 Second Reading

Presented By: **Dr. George Mihel**

Presentation:

In accordance with the directive from the Board, the administration has rewritten Board Policy 516.01 to remove unnecessary procedural language and to clarify policies.

Recommendation:

The administration recommends the Board approve policy 516.01 for second reading.

516.01 Drug-Free Workplace Policy

In accordance with P.L. 100-690, the Drug-Free Workplace Act of 1988, it is the policy of Sauk Valley Community College that its workplace be drug-free. *This policy shall be a condition of employment.*

NOTICE TO EMPLOYEES REGARDING DRUG-FREE WORKPLACE

1. The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in campus buildings, on campus grounds, or in any other workplace designated for College employees.

2. Within thirty (30) days of receiving notice of a violation of paragraph 1 (above) the College shall institute appropriate disciplinary action. This action could include, but is not limited to, dismissal. The College may also require an employee who violated this policy to participate satisfactorily in an employee assistance program or a substance abuse assistance or rehabilitation program.

~~As a condition of his or her employment, each employee shall abide by the terms contained in this Notice.~~

3. Employees, as a condition of employment, are required to notify the College of any criminal drug conviction resulting from a violation occurring at the workplace no later than five (5) days after conviction.

4. The College shall notify the appropriate federal agency from which it received grant monies of an employee conviction within ten (10) days after receiving notice of such a conviction.

5. For the purpose of this Notice, the following definitions shall apply:

A. A "controlled" substance is *any one or more of the following*: (1) which is *not* legally obtainable; (2) *which is legally obtainable but is being used in a manner different from that prescribed*; or (3) which is legally obtainable but has not been legally obtained.

- B. A "conviction" is defined as a finding of guilt (including plea of no contest) or imposition of a sentence, or both, by any judicial body charged with the responsibility of determining violations of the federal or state criminal drug statutes.

6. *The College shall develop a drug-free awareness program shall be developed* which will inform its *College* employees of the following:

- A. The dangers of drug abuse in the workplace;
- B. The College's policy of maintaining a drug-free workplace;
- C. Any health or drug abuse agency which provides drug counseling, rehabilitation, and assistance programs; and
- D. The penalties that may be imposed for drug abuse violations occurring in the workplace.

7. The College shall continue to maintain a drug-free workplace through the continued implementation of both this policy and the provisions of the Notice to Employees.

8. A Notice to Employees complying with the provisions of the Drug-Free Workplace Act of 1988 shall be distributed to each employee of the College.

5/22/89
12/19/05