

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA

**Third Floor Board Room
August 22, 2005 – 7:00 p.m.**

A. Call to Order

B. Roll Call

C. Communications from Visitors

D. Consent Agenda

1. Approval of Minutes, July 25, 2005
2. Approval of Closed Session Minutes, July 25, 2005
3. Treasurer's Report
4. Bills Payable
5. Payrolls

July 31, 2005	\$225,933.58
Aug 15, 2005	\$170,610.23
6. Budget Report
7. Disposal of Obsolete Equipment
8. Emergency Purchase
9. College Anniversary Dinner

E. President's Report

Board Policies Review – 501.01; 502.01; 503.01; 504.01; 505.01; 506.01

F. Financial Reports and Actions

1. Re-Coat T-1 and T-2 Roofs
2. Board Policy 425.02, Senior Services Option, First Reading
3. Board Policy 427.01, Sexual Harassment Policy, First Reading
4. ACCT Delegate

G. Closed Session

H. Personnel

None

I. Other

None

J. Reports

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

K. Adjournment

Board of Trustees Meetings

September 26, 2005

October 6, 2005 (Board Retreat)
12:00 – 4:30 p.m., Board Room

October 24, 2005

November 28, 2005

December 19, 2005

ICCTA Monthly Meetings

September 30, 2005
Hilton Hotel, Springfield

October 12-14, 2005
Eagle Creek Resort, Findlay

November 11, 2005
Swissotel, Chicago

**SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
MINUTES
August 22, 2005**

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on August 22, 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	

SVCC Staff:

President George J. Mihel
Attorney Ole Bly Pace III
Vice President Ruth Bittner
Vice President Joan Kerber
Dean of Student Services Pam Clodfelter
Dean of Arts, Social Sciences, Math, and Physical Education
Patrick Kennedy
Dean of Health and Services Janet Lynch
Dean of Information Services Al Pfeifer
Dean of Business, Technology, and Workforce Development
Linley White
Director of Human Resources Kathryn Snow
Director of Athletics Russ Damhoff
Director of College Relations Cal Lyons
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 with Items D-4, Bills Payable, and D-6, Budget Report removed. In a roll call vote, all voted aye. Motion carried.

Following clarification of Agenda Items D-4 and D-6 by Vice President Bittner, it was moved by Member Simpson and seconded by Member Cox that the Board approve Agenda Items D-4 and D-6. In a roll call vote, all voted aye. Motion carried.

President's Report: Dr. Mihel introduced Director of College Relations Cal Lyons who updated the Board on the student housing. Mr. Lyons stated that

due to problems with the water delivery system, the projected move-in date for students has been delayed a week. In the meantime, students are being housed at the Reagan Hotel and being shuttled to and from classes.

Mr. Lyons then updated the Board on the 40th Anniversary celebration kickoff scheduled for October 1st. Activities scheduled include a midnight madness event in the gymnasium to officially start the celebration and the basketball season with shooting contests, giveaways, meet the players, etc.; a college-wide open house from 10 a.m. to 2 p.m. with food and prizes, a photo gallery showcasing the history of the College, and campus tours; and an evening dinner beginning at 6:30 p.m. with appetizers and a cash bar, followed by dinner at 7:30 p.m. Tickets will be \$40 per person to offset the costs. Additional events highlighting the 40th anniversary will be scheduled throughout the remainder of the year. Mr. Lyons concluded by showing the Board the banners that will be placed throughout the College campus.

Dr. Mihel stated that the Faculty In-Service held on August 19th was well attended and acknowledged as one of the best workshops held, thanks to the efforts of Vice President Kerber, the Deans and their staff. Enrollment is currently steady, with no increase in students, but a 1% increase in credit hours.

Re-Coat T-1 and T-2
Roofs:

It was moved by Member Varga and seconded by Member Cox to approve the bid from Sterling Commercial Roofing in the amount of \$143,650 to re-roof T-1 and T-2. In a roll call vote, all voted aye. Motion carried.

Board Policy 425.02,
Senior Services Option
(First Reading):

Attorney Pace presented for first reading transitional policy 425.02(a) which covers full-time employees hired as of June 1, 2005. It was moved by Member Simpson and seconded by Member Andersen to approve Board Policy 425.02, Senior Services Option for first reading as presented. In a roll call vote, all voted aye. Motion carried.

Board Policy 427.01,
Sexual Harassment Policy,
(First Reading):

It was moved by Member Andersen and seconded by Member Cox to approve Board Policy 427.01, Sexual Harassment Policy for first reading as presented. In a roll call vote, all voted aye. Motion carried.

ACCT Voting Delegate:

It was moved by Member Andersen and seconded by Member Cox to approve Joan Padilla as the ACCT voting delegate for the Board at the annual meeting of the Association of Community College

Trustees (ACCT) to be held in Seattle, Washington in September. In a roll call vote, all voted aye. Motion carried.

Reports:

Student Trustee: No report.

ICCTA Representative: No report.

Foundation Liaison: Member Cox stated that the next meeting of the Foundation is scheduled for August 23rd.

Faculty Association: No report.

Board Chair: Chair Thompson stated that he had been in contact with David Powers from Rock Valley College about updating the presidential evaluation form currently utilized. He requested that the Board members send him any final comments on possible retreat agenda items this week.

Board Member Comments: None.

Adjournment:

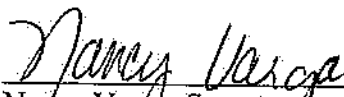
Since the scheduled business was completed, it was moved by Member Andersen and seconded by Member Cox that the Board adjourn. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 7:36 p.m.

Next Meeting:

The next regular meeting of the Board will be at 7:00 p.m. on September 26, 2005 in the Board Room.

Respectfully submitted,


Nancy Varga, Secretary

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES - TREASURER'S REPORT
As of July 31, 2005

CHECKING ACCOUNTS

INTEREST BEARING ACCOUNTS

	INTEREST RATE	AMOUNT
General Account - Sterling Federal Bank	2.510	\$1,640,731.01
Illinois Funds - Firststar Bank, Springfield	3.162	1,219,358.52
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS		<u>2,860,089.53</u>

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

MONEY MARKET

ABN-AMRO Investment Services, Inc.	2.610	98,667.67
TOTAL CHECKING ACCOUNTS		<u>\$2,958,757.20</u>

PRESIDENT

SECRETARY

DATE 8/22/05
MATURITY

INVESTMENTS

FINANCIAL INSTITUTION

	DATE		
Sterling Federal Bank	08-04-05	2.480	\$1,022,305
Sterling Federal Bank	08-04-05	2.480	1,022,305
Sauk Valley Bank, Sterling	02-01-06	3.400	1,000,000
Union Bank, Tampico	03-01-06	3.400	1,000,000
Bank	04-04-06	3.680	1,000,000
SUBTOTAL INVESTMENTS			<u>5,044,610</u>

BOND INVESTMENTS - Liability, Protection & Settlement

		YIELD	PRICE
Federal Home Ln Mtg Corp Refrnce NT	09-15-05	2.875	607,240.00
Miami Dade Cnty Fla Solid Waste Sys	10-01-05	4.200	100,393.00
Houston Tex Water & Sewer System	12-01-05	4.700	50,426.50
Federal Home Loan Bank Bonds	12-15-05	2.250	591,465.70
Nevada State Hwy Impt Rev Improv Rev Bds	12-01-05	5.250	227,373.75
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
SUBTOTAL BONDS			<u>\$5,417,652.70</u>

TOTAL INVESTMENTS

\$10,462,262.70

Sauk Valley Community College
Board of Trustees
August 22, 2005

Summary of Bills Payable

Amount

General Operating Funds

\$ 2,506,521.14

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY



PRESIDENT



SECRETARY

DATE 8/22/05

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
US Bank	00		Time Deposits	CD for Six Months	2,000,000.00
Winning Wheels	01		Tuition Billed to Employer	Refund Fall 05	57.00
Southern Illinois University	01		JTPA Whiteside	Summ 05 Exam fees	150.00
Southern Illinois University	01		JTPA Lee	Summ 05 Exam fees	50.00
Southern Illinois University	01		Dislocated Workers	Summ 05 Exam fees	50.00
Koelker, Priscilla	01		Foundation Expense	Library Card	45.00
State Universities Retirement	01		SURS Payable		27,339.57
State Universities Retirement	01		SURS Payable		21,433.85
Select Employees Credit Union	01		Credit Union Payable		8,619.45
Select Employees Credit Union	01		Credit Union Payable		8,619.45
Community Health Charities of	01		United Way Payable		4.00
Community Health Charities of	01		United Way Payable		4.00
United Way of Lee County	01		United Way Payable		10.00
United Way of Lee County	01		United Way Payable		10.00
United Way of Whiteside County	01		United Way Payable		33.46
United Way of Whiteside County	01		United Way Payable		33.46
Gallagher Benefit Services, In	01		Optional Disability Insurance	LTD Billing 8/01/05	692.72
Illinois Mutual	01		Optional Disability Insurance		3.89
Illinois Mutual	01		Optional Disability Insurance		3.89
SVCC Foundation	01		Foundation Payable		209.50
SVCC Foundation	01		Foundation Payable		109.50
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		187.50

REPORT SVRCHKR
FISCAL YEAR 2005

Sauk Valley Community College
Check Register
From 07/21/05 To 08/22/05

RUN DATE: 08/11/05
TIME: 1:06 PM
PAGE: 2

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Franklin Financial Services Co	01		Franklin Life		187.50
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	ACCRUED ANNUITIES-Fidelity Investments	150.00
Fidelity Investments	01		Fidelity Investments	ACCRUED ANNUITIES-Fidelity Investments	150.00
Waddell & Reed, Inc	01		Waddell & Reed		25.00
Waddell & Reed, Inc	01		Waddell & Reed		25.00
Adams, Rylan D.	01		Accounts Payable	Online Refund	99.00
Balderas, Amanda M.	01		Accounts Payable	Online Refund	89.00
Baumgartner, Adam T.	01		Accounts Payable	Online Refund	79.00
Bentlers, Brett E.	01		Accounts Payable	Online Refund	79.00
Bjthner, Shannon N.	01		Accounts Payable	Online Refund(def corr)	113.84
Bott, Kevin M.	01		Accounts Payable	Online Refund	15.00
Brinkley, Patricia M.	01		Accounts Payable	Stafford Bal	403.40
Bryant, Kathy V.	01		Accounts Payable	Online Refund	222.00
Clow, Nathan D.	01		Accounts Payable	PELL	2.00
Craft, Patricia K.	01		Accounts Payable	Online Refund	79.00
Cruik, Kathleen N.	01		Accounts Payable	Online Refund	1,036.00
Cruz, Michelle L.	01		Accounts Payable	PELL Gt	253.00
Dowd, Jessica G.	01		Accounts Payable	Stafford Loan	636.32
Freise, Krystal M.	01		Accounts Payable	Online Refund	30.00
Frymire, Clinton W.	01		Accounts Payable	Online Refund	79.00
Gabany, Niklaus	01		Accounts Payable	Rec'd Athl Waiver	222.00
Ganze, Justin	01		Accounts Payable	Online Refund	27.00
Gibson, Calvin R.	01		Accounts Payable	Online Refund	306.00
Gugerty, Everett H.	01		Accounts Payable	Online Refund	15.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Guzzie, David B.	01		Accounts Payable	lab fee	25.00
Guzzie, David B.	01		Accounts Payable	Online Refund-80% lab	20.00
Harshman, Kevin R.	01		Accounts Payable	Rec'd IVG	592.00
Hart, Elizabeth R.	01		Accounts Payable	Online Refund	20.00
Hofreiter, Elizabeth R.	01		Accounts Payable	Online Refund	222.00
Jacobs, Franz R.	01		Accounts Payable	Stafford Bal	110.00
Jacobs-Madison, Juli A.	01		Accounts Payable	Stafford Loan	636.32
Jaques, Gina M.	01		Accounts Payable	PELL Gt	347.00
Johannsen, Jared R.	01		Accounts Payable	Online Refund	612.00
Johnson, Katelyn S.	01		Accounts Payable	Online Refund	500.00
Jones, Vanasha L.	01		Accounts Payable	PELL Bal	174.00
Lawson, Emily A.	01		Accounts Payable	Online Refund	89.00
Lehn, Brittany A.	01		Accounts Payable	Online Refund	143.00
Long, Kimberly A.	01		Accounts Payable	Refund-rec'd UPM	926.00
Markel, Diane E.	01		Accounts Payable	Online Refund	24.00
Mongan, Connie S.	01		Accounts Payable	Online Refund	10.00
Owen, John P.	01		Accounts Payable	Online Refund	985.00
Rollo, Vernia J.	01		Accounts Payable	Online Refund	79.00
Sassu, Gregory	01		Accounts Payable	Online Refund	129.00
Schaefer, Ann	01		Accounts Payable	Stafford Bal	157.14
Schumacher, Sarah	01		Accounts Payable	Online Refund	563.13
Shaffer, Kathryn M.	01		Accounts Payable	Online Refund	9.00
Sklinner, Jamie	01		Accounts Payable	Online Refund	360.00
Smith, Leanne K.	01		Accounts Payable	Online Refund	15.00
Stevens, Carol J.	01		Accounts Payable	Online Refund	100.00
Sitzel, Wilbur L.	01		Accounts Payable	Online Refund	222.00

REPORT SVRCHKR
FISCAL YEAR 2005

Sauk Valley Community College
Check Register
From 07/21/05 To 08/22/05

RUN DATE: 08/11/05
TIME: 1:06 PM
PAGE: 4

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Strating, Devin M.	01		Accounts Payable	Online Refund	298.00
Swope, Sarah A.	01		Accounts Payable	Online Refund	79.00
Velez, Antonio	01		Accounts Payable	Online Refund	150.00
Voss, Randall A.	01		Accounts Payable	Online Refund	45.00
Waldron, Misty M.	01		Accounts Payable	Stafford Bal	43.08
Yancy, Veronica R.	01		Accounts Payable	Stafford Bal	636.32
Yoeckel, Megan M.	01		Accounts Payable	Online Refund	533.00
Dowd, John	01		Other Payables	Parent Plus Loan	1,331.81
Winning Wheels	01		Other Payables	Tuition refund Jade Ewald	222.00
Ward, Murray, Pace, & Johnson,	01	Board of Trustees	Legal Services	June 05 Legal Services	1,323.00
Creative Printing	01	President	Office Supplies	Business Cards-G Mihel	40.00
Illini Trophy	01	President	Office Supplies	Name Badges	8.00
SBM Business Equipment Center	01	President	Office Supplies	Name Plate-Mihel	15.07
Higher Education Publication I	01	President	Publications and Dues	Directory	67.45
Illinois Community College Pre	01	President	Publications and Dues	FY 06 DUES	2,000.00
Illinois Community College Tru	01	President	Publications and Dues	Books	90.00
Fifth Third Bank	01	President	Conference/Meeting Expense	Presidents Travel	507.26
Mihel, George	01	President	Conference/Meeting Expense	Dinner with HLC Consultant & Committee	80.02
Sauk Valley Area Chamber of Co	01	President	Conference/Meeting Expense	Legislative Luncheon 8/24/05	15.00
United Way of Whiteside County	01	President	Conference/Meeting Expense	Annual Lunch Kick Off 7/28/05	10.00
Breed, Nancy J.	01	President	Other Conference & Meeting	Birthday Cards	53.84
SBM Business Equipment Center	01	College Relations	Office Supplies	Black 4 Drawer File HON-H324P	171.50
SBM Business Equipment Center	01	College Relations	Office Supplies	Lock for File Cabinet	16.17
Bureau County Republican	01	College Relations	Publications and Dues	1 year Subscription	85.00
Sauk Valley Newspapers	01	College Relations	Publications and Dues	Telegraph Year Subscription	171.50
Twin City Sunrise Rotary	01	College Relations	Publications and Dues	FY 06 Annual Dues-C Lyons	69.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
WNS Pub. News-Sentinel/The Rev	01	College Relations	Publications and Dues	FY 06 Renewal	28.00
Creative Printing	01	College Relations	Advertising	Business Cards-Masters 12,500/Box	400.00
Fulton Press Inc	01	College Relations	Advertising	Fall registration	59.50
Oriental Trading Company	01	College Relations	Advertising	Supplies for Fiesta Parade	71.05
RSVP Party & Gifts	01	College Relations	Advertising	Materials for Float Petunla Fest	118.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	808.50
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	99.00
Sauk Valley Newspapers	01	College Relations	Advertising	Tech Program Ads	121.20
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	808.50
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
Sauk Valley Newspapers	01	College Relations	Advertising	Sauk Commons	90.00
School Datebooks, Inc	01	College Relations	Advertising	Student Handbooks	8,030.00
WBR TV	01	College Relations	Advertising	Fall registration	40.00
WNS Pub. News-Sentinel/The Rev	01	College Relations	Advertising	Fall Registration	105.00
WQAD TV, A New York Times Comp	630.00	01	College Relations	Advertising	July Advertising
WQAD TV, A New York Times Comp	50.00	01	College Relations	Advertising	Fall Registration
WQRF TV	01	College Relations	Advertising	Fall registration	620.00
WQRF TV	01	College Relations	Advertising	Fall Registration	565.00

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WREX-TV	01	College Relations	Advertising	Fall Registration	400.00
WTVO-TV	01	College Relations	Advertising	Editing	25.00
WTVO-TV	01	College Relations	Advertising	Fall Registration	620.00
Withers Broadcasting	01	College Relations	Advertising	July Advertising	630.00
Sauk Valley Area Chamber of Co	01	College Relations	Conference/Meeting Expense	Legislative Luncheon 8/24/05	15.00
Twin City Sunrise Rotary	01	College Relations	Conference/Meeting Expense	April/Jun 05 Monthly Meetings	65.00
ABDICK MultiGraphics	01	Printshop	Maintenance Services	Repair on Letterfold	200.00
Gordon Flesch Company	01	Printshop	Maintenance Services		702.24
Xerox Corporation	01	Printshop	Maintenance Services		170.00
Xerox Corporation	01	Printshop	Maintenance Services		53.00
Xerox Corporation	01	Printshop	Maintenance Services		7.64
Bandall	01	Printshop	Purchases for Resale	Leasing Charge 5818	371.40
CDW-G	01	Printshop	Purchases for Resale	Paper-Assorted Colors	78.01
ODW-G	01	Printshop	Purchases for Resale	Adobe Creative Suite 2	222.42
Unique Computer	01	Printshop	Purchases for Resale	Adobe Creative Suite 2	50.00
GFC Leasing Company	01	Printshop	Debt Principal Retirement	Printer Repair	348.03
Xerox Corporation	01	Printshop	Debt Principal Retirement		495.84
Xerox Corporation	01	Printshop	Debt Principal Retirement		257.86
GFC Leasing Company	01	Printshop	Interest		153.15
Xerox Corporation	01	Printshop	Interest		137.43
Xerox Corporation	01	Printshop	Interest		86.44
Xerox Corporation	01	Printshop	Lease Installment Payments	Leasing Charge 5818	49.83
Creative Cuisine	01	Grant, Planning, & Research	Conference/Meeting Expense	Strategic Planning Retreat	124.95
Gospodarczyk, Thomas J.	01	Grant, Planning, & Research	Conference/Meeting Expense	Strategic Planning Retreat 8/8/05	55.58
Dixon Rotary Club	01	VP-Learning Services	Publications and Dues	Quarterly Rotary Dues	160.25
Learning Consultants	01	Other Instructional	Consultants	Consultants Fee	1,428.08

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FISCAL YEAR 2005

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PAGE: 7

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SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Monthly Maintenance for Sharp Copier	52.12
Joint Commission Resources	01	Other Instructional	Conference/Meeting Expense	Conference Fee 9/13/05 C Klein	350.00
Scribner, Judy	01	Other Instructional	Other Conference & Meeting	Assesment Meeting 7/19/05	40.06
Illini Trophy	01	English	Instructional Supplies	Name Badges	12.00
Newsweek	01	Reading	Instructional Supplies	Subscription for Reading Classes	127.44
Illini Trophy	01	Music	Instructional Supplies	Name Badges	6.00
Cybex	01	Fitness Center	Instructional Supplies	Left Paddle Strap HX 18904	36.50
Glamour	01	Fitness Center	Publications and Dues	2 Year Subscription	21.00
Illini Trophy	01	Learning Assistance Center	Office Supplies	Name Badges	6.00
Quill Corporation	01	Dean of Business, Tech & Natural	Office Supplies	Office Supplies	145.23
Community Development Society	01	Dean of Business, Tech & Natural	Publications and Dues	FY 06 Membership Dues	35.00
Illinois Community College Eco	01	Dean of Business, Tech & Natural	Publications and Dues	Membership Dues 10/01/05	70.00
Rock Falls Rotary Club	01	Dean of Business, Tech & Natural	Publications and Dues	Club Dues 7/05-9/05	91.00
White, Linley V.	01	Dean of Business, Tech & Natural	Conference/Meeting Expense	Travel-Area Visits thru 7/26/05	192.38
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Service Contract for Monthly Copy mach	30.48
Amateur Electronic Supply	01	Electronics	Instructional Supplies	Receiver Yaesu VR-5000	614.98
Newark InOne	01	Electronics	Instructional Supplies	B & K 4040A Signal Generator 98B4096	2,298.10
Columbia Pipe & Supply Co	01	HVAC	Instructional Supplies	3x8 28 guage Sheet Metal	563.75
Aldex Corporation	01	Mechanical Design	Computer Software	Renewal of ACES Membership	6,995.00
Tuffy, Jeanline M.	01	Dean of Health Careers and Scien	Consultants	TB Immunization	8.00
SBM Business Equipment Center	01	Dean of Health Careers and Scien	Maintenance Services	Monthly Maintenance Charge	29.67
Quill Corporation	01	Dean of Health Careers and Scien	Office Supplies	Dean Supplies-Open PO	356.10
Lynch, Janet L.	01	Dean of Health Careers and Scien	Conference/Meeting Expense	Travel-Online Nursing & CSSI Meeting t	71.69
Fisher Scientific	01	Phlebotomy	Instructional Supplies	Supplies	304.63
Corporate Office City	01	Associate Degree Nursing	Maintenance Services	Copy Machine Repair	80.75
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN supplies Open PO	323.25

REPORT SVR
FISCAL YEAR 2005

Sauk Valley Co. Community College
Check Register
From 07/21/05 To 08/22/05

RUN L: 08/11/05
TIME: 1:06 PM
PAGE: 8

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN supplies Open PO	70.20
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN supplies Open PO	207.76
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	ADN supplies Open PO	33.42
Henry Schein Inc.	01	Associate Degree Nursing	Instructional Supplies	Telescopic Curtain	103.99
Vonachen Service & Supply	01	Associate Degree Nursing	Instructional Supplies	FTJ56720 Single fold towel dispensers	22.65
Vonachen Service & Supply	01	Associate Degree Nursing	Instructional Supplies	RENO2494 2000ml Soap Dispensers	8.00
Wallcur, Inc	01	Associate Degree Nursing	Instructional Supplies	Shipping	15.43
Insight Media	01	Associate Degree Nursing	Computer Software	Return Nursing Video Tape	-299.00
Insight Media	01	Associate Degree Nursing	Computer Software	Nursing Video Tape	313.95
SkyScape	01	Associate Degree Nursing	Computer Software	Handbook of Nursing Diagnosis	515.40
Deinhammer, Stacey L	01	Nurse Assistant	Consultants	CPR Course 8/01/05	481.76
Etheridge, Beth A	01	Nurse Assistant	Consultants	CPR Course	481.76
Holder, Constance A.	01	Nurse Assistant	Consultants	CPR Course 8/01/05	101.84
KSB Hospital	01	Nurse Assistant	Consultants	CPR Students	340.00
Reitzel, Genia L.	01	Nurse Assistant	Consultants	CPR Course 8/1/05	180.17
Peoria Production Shop	01	Nurse Assistant	Instructional Supplies	Gait Belt 60" x 2" Natural Color 50/b	289.80
Fifth Third Bank	01	Radiologic Technology	Conference/Meeting Expense	Presidents Travel	667.09
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Clinical Visits thru 6/15/05	432.14
Shippert, Stanley	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits thru 6/20/05	183.06
Emergency Medical Products, In	01	Paramedic Program	Instructional Supplies	B/P Cuff Kits/Teal #360161	29.95
Emergency Medical Products, In	01	Paramedic Program	Instructional Supplies	B/P Cuff Kits/Teal #360161	29.95
Coastline Learning Systems	01	Biology	Consultants	BIO Cycles Summer 05 Enrollment Fees	585.00
BIOPAC Systems Inc	01	Biology	Instructional Supplies	Bacteriological Filters	220.00
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies	606.76
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies	265.83
Fisher Scientific	01	Biology	Instructional Supplies	Open Order Biology Supplies	1,642.82

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Fisher Scientific	01	Biology	Instructional Supplies	Open Order Biology Supplies	219.67
Flinn Scientific	01	Biology	Instructional Supplies	Biology Supplies	479.40
NASCO	01	Biology	Instructional Supplies	Pigs	1,308.00
Triarch Inc	01	Biology	Instructional Supplies	Biology Supplies	719.80
Ward's-Biology	01	Biology	Instructional Supplies	Misc Biology Supplies	485.35
Ward's-Biology	01	Biology	Instructional Supplies	Misc Biology Supplies	172.90
Ward's-Biology	01	Biology	Instructional Supplies	Misc Biology Supplies	16.10
Ward's-Biology	01	Biology	Instructional Supplies	Misc Biology Supplies	73.50
Wood, Therese L.	01	Biology	Instructional Supplies	Chemistry Supplies	64.50
Aldrich Chemical Company	01	Chemistry	Instructional Supplies	Misc Chemistry Supplies	96.18
Fisher Scientific	01	Chemistry	Instructional Supplies	Open Purchase Order for Chemistry Suppl	1,198.83
Fisher Scientific	01	Chemistry	Instructional Supplies	Open Purchase Order for Chemistry Suppl	34.83
Fisher Scientific	01	Chemistry	Instructional Supplies	Return -Crucible High Form	-67.44
Fisher Scientific	01	Chemistry	Instructional Supplies	Open Purchase Order for Chemistry Suppl	68.89
Fisher Scientific	01	Chemistry	Instructional Supplies	Open Purchase Order for Chemistry Suppl	538.90
Flinn Scientific	01	Chemistry	Instructional Supplies	Chemistry Supplies	358.86
Wood, Therese L.	01	Chemistry	Instructional Supplies	Chemistry Supplies	32.53
Pasco Scientific	01	Physics	Instructional Supplies	Constant Velocity Tubes (SE-8076) pg 1	139.00
Illini Trophy	01	Dean of Information Systems	Office Supplies	Name Badges	12.00
ITC (Instructional Technology	01	Dean of Information Systems	Publications and Dues	FY 06 Dues	450.00
Brodart	01	Learning Resource Center	Library Supplies	Audio Books Labels 500/roll 55 021 121	6.25
Brodart	01	Learning Resource Center	Library Supplies	Scotch Tape 3/4 x 36 yards 32 358 002	4.40
Gaylord Brothers	01	Learning Resource Center	Library Supplies	Slope Sleeves	236.39
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Open P.O. for Library Books	471.23
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books for Library-Open Purchase Order	491.20
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books for Library-Open Purchase Order	88.67

REPORT SVR
FISCAL YEAR 2005

Sauk Valley Community College
Check Register
From 07/21/05 To 08/22/05

RUN DATE: 08/11/05
TIME: 1:06 PM
PAGE: 10

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books for Library-Open Purchase Order	67.68
Fifth Third Bank	01	Learning Resource Center	Books and Binding Costs	Books	2,365.99
Thomson Gale	01	Learning Resource Center	Books and Binding Costs		219.00
Amazon.com	01	Learning Resource Center	Publications and Dues	Popular Magazine Subscription	399.00
MLNC	01	Learning Resource Center	Publications and Dues	Natl Biography Database	456.75
Northern Illinois University	01	Learning Resource Center	Publications and Dues	FY 06 Dues-Lexis/Nexis Subscription	1,616.17
Wall Street Journal	01	Learning Resource Center	Publications and Dues	Subscription	215.00
Fifth Third Bank	01	Learning Resource Center	Conference/Meeting Expense	Books	74.97
Pratt Audio-Visual & Video Cor	01	Academic Computing	Maintenance Services	Zenith XBY-443 DVD VCR Combo Units	2,180.00
Pratt Audio-Visual & Video Cor	01	Academic Computing	Maintenance Services	Microphone Repair	147.54
RMS Informational Technology I	01	Academic Computing	Maintenance Services	HP support Renewal for FY06 billed mon	113.30
Unique Computer	01	Academic Computing	Instructional Supplies	Laptop Replacement	1,285.00
Unique Computer	01	Academic Computing	Instructional Supplies	Speakers	24.00
CDW-G	01	Academic Computing	Instructional Technology Material	571632 Belkin Component cable 6'	14.24
CDW-G	01	Academic Computing	Instructional Technology Material	666745 ACAD Techsmith CAMTASIA/SNAGIT	168.87
Fifth Third Bank	01	Academic Computing	Instructional Technology Material	Presidents Travel	214.65
Shelley, Chris	01	Academic Computing	Instructional Technology Material	IT Supplies	28.70
Unique Computer	01	Academic Computing	Instructional Technology Material	Sony MVC-FD200 camera	1,150.00
MicroNeil Research Corporation	01	Academic Computing	Computer Software	Message Sniffer Anti-Spam Plug-in for	260.00
RMS Informational Technology I	01	Academic Computing	Computer Software	HP support Renewal for FY06 billed mon	53.11
RMS Informational Technology I	01	Administrative Computing	Maintenance Services	HP support Renewal for FY06 billed mon	2,574.13
Unique Computer	01	Administrative Computing	Maintenance Services	Printer Repair	50.00
RMS Informational Technology I	01	Administrative Computing	Office Supplies	AIR-ANT4941 2.4GHz 2.2 dBi Dipole Ante	76.63
Toner Tech Plus	01	Administrative Computing	Office Supplies	Refurbished Toner Cartridge	965.30
Unique Computer	01	Administrative Computing	Office Supplies	Ink	170.00
Unique Computer	01	Administrative Computing	Office Supplies	Ink	318.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Unique Computer	01	Administrative Computing	Office Supplies	Ink	84.00
RMS Informational Technology I	01	Administrative Computing	Computer Software	HP support Renewal for FY06 billed mon	800.21
Creative Printing	01	Special Needs- ADA	Instructional Supplies	SVCC Business Cards 250/box	35.00
Illini Trophy	01	Special Needs- ADA	Instructional Supplies	Name Badges	6.00
Best Impressions Catalog	01	Admissions, Records & Placement	Office Supplies	Shipping Mood Pencils	20.10
Shawver Press Inc	01	Admissions, Records & Placement	Office Supplies	Certificates of Achievement	691.00
AVECO	01	Financial Aid & Veterans Affairs	Publications and Dues	FY 06 Membership Dues-Nardini	30.00
Xerox Corporation	01	Counseling	Maintenance Services	Maintenance Contract	7.72
Xerox Corporation	01	Counseling	Maintenance Services	Xerox Charges	7.73
American College Testing Progr	01	Counseling	Office Supplies	ASSET FY 06 License Fee	450.00
Quill Corporation	01	Counseling	Office Supplies	Supplies for PSY 100 Class	114.99
Xerox Corporation	01	Counseling	Office Supplies	Meter Usage	146.80
Creative Printing	01	Counseling	Instructional Supplies	Business Cards Kristl Irving 500/box	60.00
Quill Corporation	01	Counseling	Instructional Supplies	Supplies for PSY 100 Class	452.94
Quill Corporation	01	Counseling	Instructional Supplies	Metal Bookcase	229.94
American College Testing Progr	01	Counseling	Computer Software	Discover License Fee FY 06	1,845.00
American Counseling Associatio	01	Counseling	Publications and Dues	FY 06 Dues	145.00
Association for Psychological	01	Counseling	Publications and Dues	FY 06 Dues	95.00
Fiorini, Anthony D.	01	Counseling	Conference/Meeting Expense	Travel thru 7/27/05	34.02
Ace Hardware	01	Other Institutional	Maintenance Supplies	Wrenches, Misc	38.50
Federal Express Corp	01	Other Institutional	Postage	Federal Express Charges	16.69
Pitney Bowes	01	Other Institutional	Postage	Monthly Meter Rental	467.00
Pitney Bowes	01	Other Institutional	Postage	Postage Meter Tapes	218.92
CASE Membership	01	Other Institutional	Publications and Dues	Membership renewal FY 06	1,045.00
Quad-City Times	01	Other Institutional	Recruitment	Recruitment Open P.O.	503.46
Fifth Third Bank	01	Business Office	Consultants	Presidents Travel	2,747.50

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
SBM Business Equipment Center	01	Business Office	Maintenance Services	Maintenance for Copier FY 06 Open PO	35.19
College of DuPage	01	Tuition Chargeback	Tuition Chargeback	Summer 05 Chargeback	1,974.67
Lovekin, Carol N.	01	Dean of Adult Education	Office Supplies	Supplies Teacher Orientation 8/2/05	133.66
Peterson, Laura	01	Dean of Adult Education	Office Supplies	Supplies for Teachers 7/28/05	72.53
Gospodarczyk, Thomas J.	01	Dean of Adult Education	Conference/Meeting Expense	Travel thru 7/26/05	51.84
United Asset Coverage Inc	01	Information Center	Maintenance Services	Telephone Maintenance	2,274.56
Taylor, Virginia L.	010100	CCS Contract Training	Instructional Supplies	CPR Materials & Supplies	7.50
Dale, Julie	010100	CCS Public Workshops	Consultants	Balance due from Children's Theater	22.30
Education To Go	010100	CCS Public Workshops	Consultants	July Ed to Go Classes	147.00
Dixon Unit School District #17	010100	CCS Public Workshops	Instructional Service Contracts	Autism & PDD Summer 05	1,362.00
Quill Corporation	010100	CCS Public Workshops	Office Supplies	Office Supplies	72.54
Quill Corporation	010100	CCS Public Workshops	Office Supplies	Copy paper	125.70
Quill Corporation	010100	CCS Public Workshops	Office Supplies	Clasp Envelopes 9x12	143.61
KSB Hospital	010100	CCS Public Workshops	Instructional Supplies	CPR Cards 7/8-&7/18/05	48.75
Quill Corporation	010100	CCS Public Workshops	Instructional Supplies	Copy paper	39.84
Rock and Learn	010100	CCS Public Workshops	Instructional Supplies	CFK-Spanish Books	144.90
SBM Business Equipment Center	010100	CCS Public Workshops	Instructional Supplies	Monthly Maintenance Copier FY 06	151.20
World Point ECC	010100	CCS Public Workshops	Instructional Supplies	Face Shields/Lung Bags	96.65
Sauk Valley Area Chamber of Co	010100	CCS Public Workshops	Publications and Dues	FY 06 Annual Chamber Dues	175.00
Creative Printing	010100	CCS Public Workshops	Advertising	Business Cards Tom Gericke 500/box	40.00
Gericke, Thomas H.	010100	CCS Public Workshops	Conference/Meeting Expense	Travel-Site Visits thru 7/28/05	61.15
Carroll Sealing Company	02	Maintenance	Maintenance Services	Coverings & Core	940.00
Fyr-Fyter Inc	02	Maintenance	Maintenance Services	FY 06 Service to Clean Kitchen & Snack	950.00
Fyr-Fyter Inc	02	Maintenance	Maintenance Services	Service Fire System	225.00
Lazer's Machine & Welding	02	Maintenance	Maintenance Services	Resurface Gasket - Chiller Cooler	175.00
S J Carlson Fire Protection	02	Maintenance	Maintenance Services	Inspect, Pump test of Fire Pump	1,805.00

REPORT SVRCHK
FISCAL YEAR 2005

Sauk Valley Community College
Check Register
From 07/21/05 To 08/22/05

RUN DATE: 08/11/05
TIME: 1:06 PM
PAGE: 13

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Youngren's Refrigeration Inc	02	Maintenance	Maintenance Services	Repair Freezer-Cafeteria	106.00
Ag View FS, Inc.	02	Maintenance	Maintenance Supplies	Suprex Oil	128.00
Fifth Third Bank	02	Maintenance	Maintenance Supplies	Presidents Travel	99.48
Grainger	02	Maintenance	Maintenance Supplies	Open Purchase Order Maintenance Suppli	199.30
Grainger	02	Maintenance	Maintenance Supplies	Fuses	58.35
Grainger	02	Maintenance	Maintenance Supplies	Circuit Breaker	12.18
Grainger	02	Maintenance	Maintenance Supplies	Time Delay Fuses	26.00
Honeywell	02	Maintenance	Maintenance Supplies	Thermostats, Supplies	1,217.08
John A Loos Sons Inc	02	Maintenance	Maintenance Supplies	Motor	145.80
McMaster Carr Supply Company	02	Maintenance	Maintenance Supplies	Gasket Supplies	71.72
Menards	02	Maintenance	Maintenance Supplies	Supplies	10.35
Menards	02	Maintenance	Maintenance Supplies	Supplies for Door Repair	26.95
Menards	02	Maintenance	Maintenance Supplies	Batteries & Caulking	69.77
Menards	02	Maintenance	Maintenance Supplies	Batteries	12.78
USA Bluebook	02	Maintenance	Maintenance Supplies	Folding Pipe Jack Stand	231.15
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	20.00
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	35.00
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	50.50
Vonachen Service & Supply	02	Custodial	Maintenance Services	Vacuum repair	85.36
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order Custodial Supplies	2,366.10
Dixon Tire Center	02	Grounds	Maintenance Services	Tire Repair	7.00
Slisson Lawn & Landscape	02	Grounds	Maintenance Services	Spray Trees	1,465.00
Bonnell Industries	02	Grounds	Maintenance Supplies	Uni-strut Post	323.33
Lincolnway Auto Electric	02	Grounds	Maintenance Supplies	Parts	165.00
Menards	02	Grounds	Maintenance Supplies	Grounds Supplies	107.55
North Oil	02	Grounds	Maintenance Supplies	Oil	331.65

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Wilco Rental	02	Grounds	Maintenance Supplies	Knobs	22.32
Zarnorth Brush Works Inc	02	Grounds	Maintenance Supplies	Poly S 5'20" wfr 250-5-20-PS (35PS) B	400.00
Menards	02	Grounds	Vehicle Supplies	Van Cleaning Supplies	12.83
Blackhawk Energy Services LLC	02	Utilities	Gas	Gas Purchases MVP Admin Fee	30.00
Blackhawk Energy Services LLC	02	Utilities	Gas		54,562.63
Nicor Gas	02	Utilities	Gas		162.72
Nicor Gas	02	Utilities	Gas		28.32
Nicor Gas	02	Utilities	Gas		156.06
Nicor Gas	02	Utilities	Gas		178.94
ProLance Energy, LLC	02	Utilities	Gas	Monthly Gas Purchase June 05	17,762.70
Commonwealth Edison	02	Utilities	Electricity		13.33
Commonwealth Edison	02	Utilities	Electricity		39.02
Commonwealth Edison	02	Utilities	Electricity		9,521.52
Commonwealth Edison	02	Utilities	Electricity		11,129.41
PDC Laboratories, Inc	02	Utilities	Water, Sewer	Water Testing	81.00
Gallatin River Communications	02	Utilities	Telephone	Monthly Telephone Charges	3,065.72
Insight	02	Utilities	Telephone	Monthly Charges	4,750.00
United States Cellular	02	Utilities	Telephone	Cell Phone for College Van	49.33
Verizon Wireless	02	Utilities	Telephone	Monthly Charges	23.17
Verizon Wireless	02	Utilities	Telephone	Cellular Phone Service FY 06 (Presiden	79.87
Allied Waste Services	02	Utilities	Refuse Disposal	Trash Service	439.85
Allied Waste Services	02	Utilities	Refuse Disposal	Dumpster	350.00
Caterpillar Inc,	02	Utilities	Other Utilities	Monthly Engine Testing	467.44
Wilkins-Lowe and Company	02	Building and Grounds Administrat	Property & Casualty Insurance	Property/Casualty Service Fee	750.00
Kurtz Glass	03	Operations & Maintenance- Restri	Building Remodeling	Window Replacement Project	39,924.51
Kurtz Glass	03	Operations & Maintenance- Restri	Building Remodeling	Window Replacement Project	4,568.40

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Twin City Construction	03	Operations & Maintenance- Restr	Building Remodeling	Final App Payment Parking Lot Project	84,403.29
Willett, Hofmann & Associates,	03	Operations & Maintenance- Restr	Building Remodeling	Engineer Services-Window Replacement P	2,244.80
Willett, Hofmann & Associates,	03	Operations & Maintenance- Restr	Building Remodeling	T-1 Roof Replacement	4,929.10
Willett, Hofmann & Associates,	03	Operations & Maintenance- Restr	Building Remodeling	Window Replacement	1,251.00
Willett, Hofmann & Associates,	03	Operations & Maintenance- Restr	Building Remodeling	ACM Abatement 1C1 Tech Project	2,338.50
Willett, Hofmann & Associates,	03	Operations & Maintenance- Restr	Building Remodeling	Parking Lot/Sidewalk Project	8,440.75
John A Loos Sons Inc	030100	O & M -Restricted Non PHS	Maintenance Services	Hoods Basement Art Room	1,872.50
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Supplies-Band room remodel	37.84
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Band Room remodel	507.66
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Classromm-Cafeteria	336.16
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Cafeteria Classroom	43.12
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Sculpting Remodel	37.93
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Cafeteria Classroom	37.92
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Cafeteria Remodel	128.61
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Art Room remodel	5.39
Menards	030100	O & M -Restricted Non PHS	Maintenance Supplies	Art Room remodel	88.31
Interior Building Systems	030100	O & M -Restricted Non PHS	Building Remodeling	Band Room New Walls	1,850.00
Interior Building Systems	030100	O & M -Restricted Non PHS	Building Remodeling	Band Room New Walls	1,475.00
Interior Building Systems	030100	O & M -Restricted Non PHS	Building Remodeling	Band Room New Walls	1,090.00
Interior Building Systems	030100	O & M -Restricted Non PHS	Building Remodeling	Band Room New Walls	1,325.00
Adcraft Printwear Co.	050600	Men's Basketball	Other Supplies	T-Shirts	322.50
Ball, Rick	050600	Men's Basketball	Other Supplies	Recruiting Service FY 06	130.00
Johnson, Michael L.	050600	Men's Basketball	Other Supplies	NJCAA FY 06 Membership	100.00
Santo Sport Store	050600	Men's Basketball	Other Supplies	Rawlings #RSSNFB Full Grain BB	401.55
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	Replacement Check	15.00
Chicagoland Fall Classic-Softb	050600	Women's Softball	Other Contractual Services	Entry Fee 9/16/05	80.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Morrison Blacktop, Inc.	050600	Women's Softball	Other Supplies	Limestone for Softball Field	195.00
Pruis, Mark	050600	Women's Softball	Other Supplies	Hitting Net 7/30/05	68.28
Tornark	050600	Women's Softball	Other Supplies	Monster Mat Drag	355.95
Championship Productions	050600	Women's Volleyball	Other Supplies	Middle Hitter Dble Quick Offense Syste	128.80
Temple's Sporting Goods	050600	Women's Volleyball	Other Supplies	Shipping	9.49
Kankakee Community College	050600	Women's Volleyball	Other Conference & Meeting	Tournament Fees 8/26/05	175.00
Record-a-Hit	050600	Student Activities	Other	Deposit/Entertainment Free for Fall	600.00
Aircraft Printwear Co.	050600	Men's Basketball Camp	Other Supplies	T-Shirts for Camp	115.00
Aircraft Printwear Co.	050600	Women's Basketball Camp	Other Supplies	Camp T-Shirts	70.38
Shell Oil Company	050800	Transportation	Maintenance Services	Gas for College Vans	166.49
Sterling Ford-Lincoln-Mercury	050800	Transportation	Maintenance Services	Oil Change for College Van	21.84
BP Amoco	050800	Transportation	Vehicle Supplies	Gas for College Van	23.88
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas for College Van	25.24
Gallagher Benefit Services, In	051000	Medical Insurance	Other Contractual Services	Life AD & D Insurance	1,469.46
Professional Benefit Administ	051000	Medical Insurance	Individual Stop Loss		9,748.74
Professional Benefit Administ	051000	Medical Insurance	Dependent Stop Loss		7,555.86
Professional Benefit Administ	051000	Medical Insurance	Prescertification		352.50
Professional Benefit Administ	051000	Medical Insurance	Cobra Conversion		500.00
Professional Benefit Administ	051000	Medical Insurance	Administrative Costs		2,931.20
SBM Business Equipment Center	062050	SBDC Grant	Instructional Supplies	Monthly Maintenance Copier FY 06	75.60
Shawver Press Inc	062050	SBDC Grant	Advertising	Business Cards	79.00
Consolidated Management Co	062050	SBDC Grant	Conference/Meeting Expense	IDES workshop	51.80
Miller, Michele	062050	SBDC Grant	Conference/Meeting Expense	Travel-Client Visits thru 7/29/05	96.51
Gallatin River Communications	062050	SBDC Grant	Telephone	Monthly Telephone Charges	31.87
Assoc. of Small Business Devel	062052	B.O.S.S. Project	Conference/Meeting Expense	Conference Fee 9/6/05 M Miller	450.00
Miller, Michele	062052	B.O.S.S. Project	Conference/Meeting Expense	Travel-BOSS Project 7/27/05	81.71

REPORT SVRCHKR
FISCAL YEAR 2005

Sauk Valley Community College
Check Register
From 07/21/05 To 08/22/05

RUN DATE: 08/11/05
TIME: 1:06 PM
PAGE: 17

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Benedict, Timothy	062060	SOS VITAL Grant	Other	Mailings for Vital Tutors	39.84
State Universities Retirement	063011	Student Support Services Grant	SURS		599.98
State Universities Retirement	063011	Student Support Services Grant	SURS	Matching Funds 8/15/05 Payroll	599.98
Xerox Corporation	063011	Student Support Services Grant	Maintenance Services	Maintenance Contract	7.73
Xerox Corporation	063011	Student Support Services Grant	Maintenance Services	Xerox Charges	7.72
Illini Trophy	063011	Student Support Services Grant	Office Supplies	Name Badges	12.00
Kooshesh, Cyrus	063011	Student Support Services Grant	Office Supplies	Transfer Cable 7/29/05	38.78
Kooshesh, Cyrus	063011	Student Support Services Grant	Office Supplies	Mini Tape recorder	47.17
SBM Business Equipment Center	063011	Student Support Services Grant	Office Supplies	Gray File Drawers (5 cabinets)	3,895.00
SBM Business Equipment Center	063011	Student Support Services Grant	Office Supplies	Supplies	2.58
SBM Business Equipment Center	063011	Student Support Services Grant	Office Supplies	Hole Punch	5.79
SBM Business Equipment Center	063011	Student Support Services Grant	Office Supplies	Laminating Sheets UNV84622	43.98
SBM Business Equipment Center	063011	Student Support Services Grant	Office Supplies	Office Supplies	404.38
SBM Business Equipment Center	063011	Student Support Services Grant	Office Supplies	Computer Paper	89.92
SBM Business Equipment Center	063011	Student Support Services Grant	Office Supplies	Shears	11.98
SBM Business Equipment Center	063011	Student Support Services Grant	Office Supplies	Meter Usage	146.61
Xerox Corporation	063011	Student Support Services Grant	Office Supplies	Conference Fee 9/18/05	690.00
Council for Opportunity in Edu	063011	Student Support Services Grant	Conference/Meeting Expense		44.20
State Universities Retirement	063020	Perkins- Learning Assistance Cen	SURS		49.71
State Universities Retirement	063020	Perkins- Learning Assistance Cen	SURS	Matching Funds 8/15/05 Payroll	40.71
State Universities Retirement	063020	Perkins Ilc	SURS		40.71
State Universities Retirement	063020	Perkins Ilc	SURS	Matching Funds 8/15/05 Payroll	109.88
State Universities Retirement	063020	Perkins Ilc -Special Populations	SURS		109.88
State Universities Retirement	063020	Perkins Ilc -Special Populations	SURS	Matching Funds 8/15/05 Payroll	5,071.92
Learning Consultants	063060	ICCB Cont. Quality Imp. Grant	Consultants	Consultants Fee	300.49
State Universities Retirement	063075	IDHS AmerCorps- Nonmember Activ	SURS		300.49
State Universities Retirement	063075	IDHS AmerCorps- Nonmember Activ	SURS	Matching Funds 8/15/05 Payroll	300.49

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Consolidated Management Co	063075	IDHS AmeriCorps- Nonmember Activ	Consultants	Advisory Committee meeting	75.00
Staples	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Misc Office Supplies	563.94
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Supplies & Dues July 05	840.98
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Supplies & Dues July 05	216.65
Perkins, Heather J.	063075	IDHS AmeriCorps- Nonmember Activ	Conference/Meeting Expense	Travel-United Way	6.08
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	Travel thru 7/28/05	361.47
Carroll County Review	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	42.60
Fulton Press Inc	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	41.65
Sauk Valley Newspapers	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	225.48
Sauk Valley Newspapers	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	231.84
Sauk Valley Newspapers	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	112.15
Sauk Valley Newspapers	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	203.22
Savanna Times Journal	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	219.12
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Other	Advertising	60.00
Dick Blick	064030	Restricted Fund-GOD Certificates	Capital Supplies	Background Checks Fall 2005	85.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	Academy Easel	2,687.88
GFC Leasing Company	064030	Restricted Fund-GOD Certificates	Debt Principal Retirement	LCD Panels Graphic Arts Class Room	3,360.00
GFC Leasing Company	064030	Restricted Fund-GOD Certificates	Interest		461.34
Illinois Department Employment	12	Risk Management	Unemployment Insurance	Second Quarter Unemployment Taxes 2005	203.01
Wilkins-Lowe and Company	12	Risk Management	General Insurance	Student Accident Insurance	7,336.42
Gallatin River Communications	12	Risk Management	Telephone	911 Cama Trunk Lines	1,541.00
Verizon Wireless	12	Public Safety	Maintenance Services	Security Cell Phones	89.64
Stewart & Associates	12	Public Safety	Other Contractual Services	Security Contract	70.84
Stewart & Associates	12	Public Safety	Other Contractual Services	Security Contract	1,510.81
Lab Safety Supply	12	Public Safety	Other Supplies	Security Contract	1,135.06
				Manual - Two Shelf Pesticide Storage Ca	853.89

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Radio Ranch Inc	12	Public Safety	Other Supplies	Radio, Batteries & Antennas	346.50
				BANK ACCOUNT 1 TOTAL:	2,506,521.14
				ALL ACCOUNTS TOTAL:	2,506,521.14

08/11/2005

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

PAGE 1

EDUCATION FUND

	2004-2005 <u>Budget</u>	2004-2005 <u>Actual</u>	2005-2006 <u>Budget</u>	2005-2006 <u>Actual</u>	Budget Percent
<u>Revenues</u>					
Local Governmental Sources	3,166,000	132,905	3,071,000	-31,767	-1.0%
State Governmental Sources	2,741,078		2,583,483	325	%
Federal Governmental Sources	5,000		5,000		0.0%
Student Tuition and Fees	3,106,000	1,494,856	3,557,500	1,692,053	47.5%
Sales and Service	400,000	1,136	280,000	498	.1%
Investment Revenue	35,000	729	35,000	-13,251	-37.8%
Other Revenues	580,000	258	583,000	730	.1%
TOTALS	10,033,078	1,629,884	10,114,983	1,648,589	16.2%
<u>Expenditures</u>					
Salaries	6,382,172	368,730	6,341,717	390,390	6.1%
Employee Benefits	1,760,032	105,873	1,808,373	108,527	6.0%
Contractual Services	567,345	27,389	468,890	23,254	4.9%
General Materials and Supplies	880,069	54,250	861,069	98,660	11.4%
Travel and Conference Meeting Exp.	137,850	8,781	154,825	1,838	1.1%
Fixed Charges	23,050	2,625	23,600	501	2.1%
Capital Outlay					
Other Expenditures	503,000	84,321	483,000	144,080	29.8%
TOTALS	10,253,518	651,973	10,141,474	767,254	7.5%
<u>Transfers</u>					
Transfers to Other Funds	85,000		71,000		0.0%
Transfers From Other Funds	-133,500				
TOTALS	-48,500		71,000		0.0%
NET INCREASE/DECREASE IN NET ASSETS	-171,940	977,911	-97,491	881,334	0.0%
FUND BALANCE		1,668,605		1,582,225	

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

OPERATION AND MAINTENANCE FUND

Revenues

	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 Actual	Budget Percent
Local Governmental Sources	387,000	16,273	375,000	-3,890	-1.0%
State Governmental Sources	360,474		267,642	40	%
Student Tuition and Fees	347,500	170,940	397,050	195,531	49.2%
Sales and Service	4,000	418	5,000		0.0%
Facilities Revenue	2,000	25	2,000	309	15.4%
Investment Revenue	200	13	100	-56	-56.7%
Other Revenues	42,000		42,100		0.0%
TOTALS	1,143,174	187,671	1,088,892	191,933	17.6%

Expenditures

	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 Actual	Budget Percent
Salaries	453,406	40,136	455,518	40,025	8.7%
Employee Benefits	188,149	13,341	187,644	13,763	7.3%
Contractual Services	114,500	10,918	114,500	6,703	5.8%
General Materials and Supplies	86,600	2,671	86,300	1,618	1.8%
Travel and Conference Meeting Exp.	2,600		3,600		0.0%
Fixed Charges	40,000	50,091	47,300	47,300	100.0%
Utilities	355,500	5,619	411,800	1,031	.2%
Capital Outlay	15,000		15,000		0.0%
TOTALS	1,255,755	122,776	1,321,662	110,443	8.3%

Transfers

	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 Actual	Budget Percent
Transfers From Other Funds	-113,500		-233,000		0.0%
TOTALS	-113,500		-233,000		0.0%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

81,489
81,295

08/11/2005

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

PAGE 3

OPERATION & MAINTENANCE- RESTRICTED

Revenues

Local Governmental Sources
State Governmental Sources
Investment Revenue
Other Revenues

TOTALS

Expenditures

Contractual Services
General Materials and Supplies
Capital Outlay

TOTALS

Transfers

Transfers to Other Funds
Transfers From 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>Actual</u>	Budget Percent
	574,000	24,084	569,196	-4,839	-8%
	3,305,100				
	10,000	-4,402	10,000	-27,417	274.1%
	250,000				
	4,139,100	19,681	579,196	-32,256	-5.5%
	5,175,310	28,080	2,200,970	106	0.0%
	5,175,310	28,080	2,200,970	106	0.0%
	-1,036,210	-8,398	-1,621,774	-32,363	
		2,575,468		2,688,069	

08/11/2005

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

PAGE 4

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

	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 Actual	Budget Percent
	1,393,000	58,490	1,286,284	-15,542	-1.2%
	5,000	5,194	6,000	-3,601	-60.0%
	1,398,000	63,685	1,292,284	-19,144	-1.4%
	5,000		5,000		0.0%
	1,381,000	2,371	1,286,000		0.0%
	1,386,000	2,371	1,291,000		0.0%
	12,000	61,314	1,284	-19,144	0.0%
		818,236		606,103	

08/11/2005

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

PAGE 5

AUXILIARY ENTERPRISES FUND

	2004-2005 <u>Budget</u>	2004-2005 <u>Actual</u>	2005-2006 <u>Budget</u>	2005-2006 <u>Actual</u>	Budget Percent
Revenues					
Student Tuition and Fees	156,000	75,379	156,000	75,554	48.4%
Sales and Service	48,500	1,711	43,200	1,474	3.4%
Facilities Revenue	85,000	5,833	90,000		0.0%
Investment Revenue	900	-6	1,000	-135	-13.5%
Other Revenues	1,561,700	119,390	1,562,000	125,409	8.0%
TOTALS	1,852,100	202,308	1,852,200	202,302	10.9%
Expenditures					
Salaries	72,682	367	65,300	346	.5%
Employee Benefits	12,820		13,025		0.0%
Contractual Services	1,595,605	159,650	1,595,005	136,089	8.5%
General Materials and Supplies	72,990	771	68,815	662	.9%
Travel and Conference Meeting Exp.	57,655	100	60,355	490	.8%
Fixed Charges	9,450	5,150	18,600	6,157	33.1%
Other Expenditures	5,750	150	5,750	690	12.0%
TOTALS	1,826,952	166,189	1,826,850	144,434	7.9%
Transfers					
Transfers to Other Funds	85,000		89,825		0.0%
Transfers From Other Funds	-73,000		-77,825		0.0%
TOTALS	12,000		12,000		0.0%
NET INCREASE/DECREASE IN NET ASSETS	13,148	36,119	13,350	57,867	0.0%
FUND BALANCE		278,834		165,416	

08/11/2005

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

PAGE 6

RESTRICTED PURPOSES FUND

	2004-2005 <u>Budget</u>	2004-2005 <u>Actual</u>	2005-2006 <u>Budget</u>	2005-2006 <u>Actual</u>	Budget Percent
Revenues					
Local Governmental Sources	2,195,000	2,195,000			
State Governmental Sources	960,544	-19,664	976,608	71,546	7.3%
Federal Governmental Sources	3,542,823	68,580	3,517,099	-2,251	%
Sales and Service					
Investment Revenue	40,000	369	5,000		0.0%
Other Revenues					
TOTALS	<u>6,738,367</u>	<u>2,244,285</u>	<u>4,498,707</u>	<u>69,294</u>	<u>1.5%</u>
Expenditures					
Salaries	1,119,489	61,724	993,030	55,102	5.5%
Employee Benefits	199,779	14,609	167,289	11,197	6.6%
Contractual Services	4,800		99,756	82	%
General Materials and Supplies	87,758	728	105,276	10,124	9.6%
Travel and Conference Meeting Exp.	52,342	709	62,177	780	1.2%
Fixed Charges	10,500	2,195,000	2,000	664	33.2%
Utilities	300	54	150	31	21.2%
Capital Outlay	731,667		636,000	87,569	13.7%
Other Expenditures	3,026,750	17,682	3,060,364	26,631	.8%
TOTALS	<u>5,233,385</u>	<u>2,290,508</u>	<u>5,126,042</u>	<u>192,183</u>	<u>3.7%</u>
Transfers					
Transfers to Other Funds					
Transfers From Other Funds					
TOTALS					
NET INCREASE/DECREASE IN NET ASSETS	1,504,982	-46,223	-627,335	-122,888	
FUND BALANCE		2,142,514		1,225,965	

08/11/2005

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

PAGE 7

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>Actual</u>	Budget Percent
Investment Revenue	50,000	-4,284	50,000	-25,456	-50.9%
TOTALS	50,000	-4,284	50,000	-25,456	-50.9%
Expenditures					
Investment Revenue					
TOTALS					
Transfers					
Transfers to Other Funds	150,000		150,000		0.0%
TOTALS	150,000		150,000		0.0%
NET INCREASE/DECREASE IN NET ASSETS	-100,000	-4,284	-100,000	-25,456	0.0%
FUND BALANCE		2,266,499		2,145,326	

08/11/2005

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

PAGE 8

TRUST AND AGENCY FUND

Revenues

Sales and Service
Other Revenues

TOTALS

Expenditures

Other Expenditures

TOTALS

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	<u>2004-2005 Budget</u>	<u>2004-2005 Actual</u>	<u>2005-2006 Budget</u>	<u>2005-2006 Actual</u>	<u>Budget Percent</u>
		150		135	
		150		135	
				-32	
				-32	
		150		167	
		13,908		16,691	

08/11/2005

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

PAGE 9

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>Actual</u>	Budget Percent
	30,000	1,280	29,000	-719	-2.4%
	100	-41	100	-452	452.5%
	<u>30,100</u>	<u>1,238</u>	<u>29,100</u>	<u>-1,171</u>	<u>-4.0%</u>
	24,000		25,000		0.0%
	<u>24,000</u>		<u>25,000</u>		<u>0.0%</u>
	6,100	1,238	4,100	-1,171	0.0%
		41,460		44,726	

08/11/2005

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

PAGE 10

LIABILITY, PROTECTION & SETTLEMENT

Revenues

Local Governmental Sources	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 Actual	Budget Percent
Investment Revenue	357,000	15,002	348,000	10,200	2.9%
Other Revenues	200,000	27,675	210,000		0.0%
	9,000		9,000		0.0%
TOTALS	566,000	42,677	567,000	10,200	1.7%

Expenditures

Salaries	282,337	6,679	280,774	6,877	2.4%
Employee Benefits	222,103	54,045	255,163	55,575	21.7%
Contractual Services	70,500	8,456	61,500	10,313	16.7%
General Materials and Supplies	9,400	99	8,100	346	4.2%
Travel and Conference Meeting Exp.	2,000		2,000		0.0%
Fixed Charges	63,000	43,762	50,000	37,676	75.3%
Utilities	1,300	89	1,300	89	6.8%
Capital Outlay					
TOTALS	650,640	113,131	658,837	110,878	16.8%

NET INCREASE/DECREASE IN NET ASSETS
FUND BALANCE

	2004-2005 Budget	2004-2005 Actual	2005-2006 Budget	2005-2006 Actual	Budget Percent
	-84,640	-70,454	-91,837	-100,677	16.8%
		5,728,122		5,634,486	

Sauk Valley Community College
August 22, 2005

Consent Agenda D-7

Topic: Disposal of Obsolete Equipment

Presented By: Dr. George Mihel, Ruth Bittner

Presentation:

The attached lists show equipment which is no longer of use to the College and may be declared obsolete. The first list includes equipment from the 1C technology labs area and indicates the likely disposition of each piece. The second list includes six computers that will be distributed to Student Support Services students for their use at home, according to the SSS grant program's plans for this year. These computers have reached the end of their useful life for Sauk instructional purposes and would have been scrapped had SSS not proposed distributing them to their students instead.

Disposal of this equipment will be by sale, transfer to Whiteside Area Career Center, or other methods.

Recommendation:

The administration recommends the Board approve the disposal of the identified obsolete equipment.

1C Area Equipment Disposition			
Name	Sauk ID	Disposition	Room
Cincinnati EDM	01501	scrap	1C1
Buffalo forge drill press	00838	scrap	1C1
large grinder	00839	scrap	1C1
Bridgeport mill	00846	W.A.C.C.	1C1
Cincinnati mill	00847	W.A.C.C.	1C1
Rockford lathe	missing	keep?	1C1
Cincinnati lathe	00845	W.A.C.C.	1C1
Cincinnati lathe	00844	W.A.C.C.	1C1
Cincinnati lathe	00843	W.A.C.C.	1C1
HAAS mill	04046	W.A.C.C.	1C1
605 CNC mill	00836	W.A.C.C.	1C1
Clausing lathe	State of IL 38575	scrap	1C1
small Cincinnati mill	00856	W.A.C.C.	1C1
tensile tester	00832	scrap	1C1
computer	02891	scrap	1C1
computer	02871	W.A.C.C.	1C1
computer	02863	W.A.C.C.	1C1
crucible	01502	scrap	1C1
DoAll grinder	00855	scrap	1C1
Vega tester table	00834	scrap	1C1
Vega test table	00835	scrap	1C1
DoAll band saw	00852	scrap	1C1
DoAll grinder	00851	scrap	1C1
DoAll contour machine	00853	W.A.C.C. or scrap	1C1
Acco hydraulic press	00848	scrap	1C1
optical comparator	00857	scrap	1C1
work bench	00833	scrap	1C1
work bench	missing	scrap	1C1
work bench	VE3459	scrap	1C1
work bench	VE3463	scrap	1C1
work bench	VE3465	scrap	1C1
work bench	painted over	scrap	1C1
small low speed saw	03446	scrap	1C5
Bausch & Lomb microscope	00864	scrap	1C5
Bausch & Lomb microscope	00858	scrap	1C5
Bausch & Lomb microscope	00859	scrap	1C5
Bausch & Lomb microscope	00866	scrap	1C5
Bausch & Lomb microscope	00865	scrap	1C5
Bausch & Lomb microscope	00862	scrap	1C5
Bausch & Lomb microscope	00863	scrap	1C5
Bausch & Lomb microscope	00861	scrap	1C5
Bausch & Lomb microscope	00860	scrap	1C5
IBM plotter	00125	scrap	1C7
old metal sink	missing	scrap	1C5
hot plate/sink table	01517	scrap	1C5
hot plate/sink table	01518	scrap	1C5
small press	01519	scrap	1C5
electro polisher	01520	scrap	1C5

1C Area Equipment Disposition			
Name	Sauk ID	Disposition	Room
handimet grinder	VE5130	scrap	1C5
handimet grinder	VE5131	scrap	1C5
AP 600 polisher	missing	scrap	1C5
Cutter	00869	scrap	1C5
mettalograph	00867	scrap	1C5
table	VE5130	scrap	1C5
table	VE5131	scrap	1C5
drafting table	VE4288	scrap	1C5
Buehler small cabinet	VE5129	scrap	1C5
Lindberg oven	01511	scrap	1C9
Wenesco heater	missing	scrap	1C9
Riehle tester	01538	scrap	1C9
Riehle tester	VE3888	scrap	1C9
Rockwell hardness tester	01534	W.A.C.C. or scrap	1C9
hydraulics console	00801	scrap	1C9
hydraulics console	00800	scrap	1C9
series 400 tester	01542	scrap	1C9
T slot base	30706	scrap	1C9
T slot base	VE3706	scrap	1C9
T slot base	VE3707	scrap	1C9
Nashua hydraulics power supply	03445	scrap	1C9
pump & motor on cart	missing	scrap	1C9
Riehle impact testing machine	01539	scrap	1C9
Mullen tester	01541	scrap	1C9
Kentron hardness tester	01537	scrap	1C9
Kentroll hardness tester	01536	scrap	1C9
Brinell hardness tester	01535	scrap	1C9
Rockwell superficial hardness tester	01533	W.A.C.C. or scrap	1C9
Polariscope	VE3885	scrap	1C9
Lindberg furnace	01505	scrap	1C9
Rheometer	01543	scrap	1C9
Scleroscope	01544	scrap	1C9
Moog Servo Valve	VE3700	scrap	1C9
Moog Servo Valve	VE3701	scrap	1C9
Moog Servo Valve	VE3702	scrap	1C9
Moog Servo Valve	VE3703	scrap	1C9
Moog Servo Valve	VE3704	scrap	1C9
Moog Servo Valve	VE3705	scrap	1C9
D.C. Power Supply	VE3374	scrap	1C9
work bench	VE2720	scrap	1C9
work bench	VE3865	scrap	1C9
computer in office	missing	scrap	1C19
office HP printer	missing	scrap	1C19

Computers for Student Support Services Students
August 2005

CPU serial number	Monitor serial number
08881902128	9601427YA
08881902503	7700486KL
08881901391	9904012YA
08881902501	7X05012ED
08881902120	6404146JER
08881902648	7X04597ED

Sauk Valley Community College
August 22, 2005

Consent Agenda D-8

Topic: **Emergency Purchase**

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

Presentation:

During the first week in August a leak was discovered in the College sewage system holding tank.

The immediate replacement of this tank was considered an emergency and since the cost was in excess of \$15,000, Board members were contacted.

Two price quotes were obtained:

Brown Construction, Milledgeville	\$17,700
Schmitt Plumbing, Dixon	\$24,035

Board members were reached and approved the purchase.

Recommendation:

The administration recommends the Board affirm the emergency purchase of a sewage system holding tank from Brown Construction in the amount of \$17,700.

Sauk Valley Community College
August 22, 2005

Consent Agenda D-9

Topic: College Anniversary Dinner

Presented By: Dr. George Mihel, Cal Lyons

Presentation:

The official celebration date for the 40th anniversary of the College is Saturday, October 1, 2005.

A series of events is planned, which includes a dinner the evening of October 1 in the East Mall area.

The plan is to handle the situation in the same manner as other similar events in the past.

Recommendation:

The administration recommends the Board approve alcoholic beverages to be served on campus at the 40th anniversary celebration October 1, 2005.

Sauk Valley Community College
August 22, 2005

Action Agenda F-1

Topic: **Re-Coat T-1 and T-2 Roofs**

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

Presentation:

As part of the Protection, Health and Safety Tax levy, the Board approved the re-roofing of College buildings T-1 and T-2.

These buildings are primarily used for storage although there is some use for classes and sports practice.

Investing in these buildings seems to be the most practical course of action at this time.

Bids received:

Sterling Commercial Roofing, Sterling, IL	\$143,650
West Roofing Systems, LaGrange, OH	\$164,910

Recommendation:

The administration recommends the Board approve the T-1 and T-2 roofing bid in the amount of \$143,650 to Sterling Commercial Roofing.

Sauk Valley Community College
August 22, 2005

Action Agenda F-2

Topic: **Board Policy 425.02: Senior Services Option**
 First Reading

Presented By: **Dr. George Mihel, Ole Pace**

Presentation:

The Senior Services Option allows retiring employees to receive additional salary for additional services during their last year(s) of work with the College.

A change in Illinois Statute necessitates a change in this policy. Currently contracted employees are "grandfathered" under the old policy, however, a transitional policy is required and presented on the following page.

Recommendation:

The administration recommends the Board approved policy 425.02 for first reading.

425.02(a) Senior Services OptionLimited Applicability

Except as provided herein, the Senior Services Option policy in force on May 31, 2005, is void and of no further force or effect.

This transitional policy shall apply only to full-time employees of the College who are employed as of June 1, 2005, ("transitional employees"). For transitional employees this policy shall be applicable only until the employment contract in effect on June 1, 2005, expires, at which time this policy shall cease to be applicable to such transitional employees, except as is otherwise provided hereinbelow.

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

For those transitional employees who qualify for Senior Services Option, the fact that the service is not completed before the end of the employment contract in force as of June 1, 2005, shall not disqualify the employee, provided that the required applications are received and approved during the term of the contract in force on June 1, 2005.

1. Professional Educational Services Plan

"Professional educational services" to be performed by a retiree electing the Senior Services Option may include, but are not limited to, curriculum modification and improvements; design and program development; mentoring new full or part-time faculty or staff; research and analysis; additional work or other professional services which are to be performed in addition to the retiree's normal job. Professional educational services are expected to have a significant

value to the College. Participation in this option shall require the retiree to submit a detailed plan ("Plan") which must be fully approved by the appropriate Vice President who shall submit it to the President of the College. The President must give final approval of the Plan before commencement of such services. The President shall have the right to refuse payment in part or full if the work is not performed according to the Plan. In the event the Senior Services Option work is not performed to the satisfaction of the President, the College shall have the option to refuse to allocate any or all of said additional salary as professional educational services. The judgment of the College shall be final and not subject to appeal.

2. Eligibility

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

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

3. Salary Limitations of Senior Services Option

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

4. Grandfather Clause

Any request by retirees who gave notice on or before June 1, 2005, as required by Section 2 of this policy as in force on or before June 1, 2005, shall be deemed a request under that policy. The then current contract of employment shall be deemed to incorporate the policy in force as of May 31, 2005.

Sauk Valley Community College
August 22, 2005

Action Agenda F-3

Topic: **Board Policy 427.01: Sexual Harassment Policy**
 First Reading

Presented By: **Dr. George Mihel, Ole Pace**

Presentation:

The existing policy 427.01 contained no time frame for an alleged victim of sexual harassment to file a formal complaint.

Illinois law requires a formal complaint to be filed within 180 days and the attached policy includes changes to reflect this time frame.

Recommendation:

The administration recommends the Board approve policy 427.01 for first reading.

427.01 Sexual Harassment Policy

The College shall provide its employees and students an educational and employment environment free from unwelcome sexual advances by employees of the College, free from requests for sexual favors by employees of the College and free from other verbal or physical conduct by employees constituting sexual harassment as herein defined and as is otherwise prohibited by state or federal law.

1. Definitions -

A. "Sexual harassment" or "sexually harass" shall mean that term as defined by federal and state law, and, to the extent not inconsistent with federal or state law, shall mean:

1. Unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when one or more of the following is present:

- Submission to or participation in such conduct is made, whether explicitly or implicitly, a term or condition of the individual's employment at the College;
- Submission to or rejection of such advances is used as a basis for employment decisions affecting such individual's employment at the College;
- Submission to or rejection of such advances is used as a basis for grades to be given a student for course work or for the extent or nature of work necessary to successfully complete course work;
- Submission to or rejection of such advances is used as a basis for a student's selection or participation in any College extracurricular activity.

2. Where unwelcome sexual advances or requests for sexual favors or conduct of a sexual nature has the purpose or effect of substantially interfering with an individual's work performance or creates an intimidation, hostile, or offensive working environment.

B. "Aggrieved Party" shall mean any employee or student who believes he or she has been the victim of sexual harassment by an employee or at an employee's behest.

2. Sexual Harassment Officers (SHO) - The College shall designate two Sexual Harassment Officers (SHO). The Affirmative Action Officer shall be designated as one and the President shall appoint the other. There shall be equal gender representation. SHO shall have the responsibility to observe compliance with this policy, shall have such further responsibilities as are provided herein, and shall have such other related duties as may be assigned from time to time.

3. Sexual Harassment Committee (SHC) - The SHC shall include the members of the members of the Affirmative Action Committee, both Sexual Harassment Officers and the Director of Human Resources.

A. Function -

1. The SHC shall monitor procedures and policies pertaining to sexual harassment.
2. The SHC shall monitor/provide an educational awareness program pertaining to sexual harassment.

B. Frequency of Meetings - the SHC shall meet at least once a year.

4. Violations of Policy - It shall be a violation of this policy for any person employed by the College who is authorized to recommend or to take personnel actions affecting an employee, or who is otherwise authorized to transact business or to perform acts or services on behalf of the College to do any of the following:

- A. To sexually harass any student or employee of the College;
- B. To make sexual advances or to request sexual favors when submission to or rejection of such conduct is, either explicitly or implicitly, the basis for recommending, imposing, granting, withholding, or refusing terms and conditions that either favor or adversely affect an employee's condition of employment or a student's status;

C. To recommend, impose, grant, withhold or refuse to take any personnel action consistent with his or her duties and responsibilities either because of sexual favors, or as a reprisal against an employee or student who has rejected or reported sexual advances or sexual harassment;

D. To fail to take immediate corrective action in the event sexual harassment has occurred; and/or

E. To create an intimidating, hostile, or offensive working environment by continuing to make unwelcome sexual remarks, unwelcome advances, unwelcome requests for sexual favors, or exposure of sexual organs, regardless of whether the person committing such conduct is in a position to adversely affect an employee's position of employment with the College.

5. Effect of Violation - Violation of this policy may result in the discipline of the employee or employees who have committed the act or acts of sexual harassment. Discipline may include discharge.

6. Responsibility of the College and of the Person Allegedly Affected by Sexual Harassment - An employee, student, or other individual who is an aggrieved person shall take the following steps:

A. An aggrieved person who feels comfortable in doing so should immediately inform the person engaging in sexual harassment that such conduct or communication is offensive unless stopped.

B. If an aggrieved individual does not wish to communicate directly with the person whose conduct is offensive, or if an aggrieved individual has had direct communication with the offending party but that communication has been unavailing, then such aggrieved party should contact a SHO. In the absence of both SHO's, the aggrieved individual shall contact a member of the SHC. An aggrieved person alleging sexual harassment by the SHO or a failure of the SHO to take immediate action on the aggrieved person's complaint, shall contact the President of the College. In the event that the aggrieved person alleges that the President of the

College is the person committing acts of sexual harassment, the aggrieved party shall contact the Chairperson of the Board of Trustees.

C. *It is important that any complaint about sexual harassment be made promptly. To enable the College to respond appropriately, the aggrieved person shall make her or his report as provided in Section 6A or 6B above as soon as is practicable for the aggrieved person, and in no event, later than 180 days of the event(s) which the aggrieved party alleges constituted sexual harassment.*

The College Responsibility

D. *Timely* complaints of sexual harassment made to the SHO or a member of the SHC, or to the President of the College, or to the chairperson of the Board of Trustees shall be handled as follows:

1. Investigation - The person receiving the report shall cause an investigation to be initiated within 24 hours. The investigation shall be conducted diligently and shall include at least the following:
 - a. Interview of the person making the complaint to determine facts, circumstances, and identity of witness.
 - b. Interview of the person who allegedly committed the harassment and, as necessary and appropriate, interview of any witness to the events alleged.
2. Confidentiality - The matters learned in the investigation shall be kept confidential only to the extent consistent with needs to make disclosure to effect remediation or to protect the interests of the College.
3. Remedy
 - a. If in the judgment of the SHO, (or other person responsible for the investigation) it is more probably true than not true that the claimed sexual harassment occurred, the SHO or other responsible person shall, individually or with the SHC, as appropriate, promptly formulate and effect a proposed plan to remedy the harassment.

- b. If the SHO or other person responsible for the investigation does not have the authority to effect the recommended resolution, the SHO shall make prompt report of the findings and of the recommended action to the President or, as appropriate, to the Chairperson of the Board of Trustees. The appropriate officer or the Board of Trustees shall consider the proposed remedy, and shall impose discipline in accordance with the disciplinary policies of the College and take such other steps as are reasonably necessary to correct problems created by the sexual harassment.
- c. The SHO (or other person responsible for the investigation) shall promptly serve written notice on the claimant and on the respondent of the action taken as a result of the investigation.

4. Appeal- In the event either the person making the complaint or the person complained of wishes to appeal the decision reached pursuant to paragraph 6 D 3, such person may utilize the appeal provisions of the College's Affirmative Action Plan grievance procedures. For purposes of an appeal of a decision made pursuant to this policy, the decision of the SHO shall be equivalent to notice under the Affirmative Action Plan grievance procedure. On request by the person seeking to appeal, the SHO shall provide direction on means and necessary steps to make the appeal.

E. When a complaint of sexual harassment does or will likely result in discipline of an employee, the SHO shall furnish a written report to the President of the College within ten days of the date the complaint of sexual harassment is first made to the SHO or appointed alternate, or to the SHC. Such report shall contain, to minimum:

- The date of the receipt of the complaint;
- Identification of the complainant;
- Identification of the party or parties and the action complained of including relevant background facts and circumstances;

- A statement detailing the scope of the investigation that has been undertaken and the result there of;

- A statement of the corrective measures pursued including discipline imposed, the date such measures were undertaken and the results achieved; and

- Where possible, a written statement signed by the complainant detailing the conduct about which complaint is made.

F. Quarterly a report will be communicated by the SHOs to the President concerning the status of any complaints made of a sexual harassment nature.

7. Implementation - All levels of administration are responsible to implement practices for persons under their supervision which shall avoid sexual harassment. All members of administration shall correct and notify one of the SHO of any sexual harassment which occurs under their supervision. In addition, all members of the administration shall report any sexual harassment which they observe in other areas of the College to either SHO or to a member of the SHC. In the absence of both SHO and all members of SHC, the report shall be made to the President.

8. Non-Retaliation

A. Initiation of a complaint of sexual harassment will not adversely affect the aggrieved person's employment, compensation, or work assignments, or position as a student.

B. The College will not retaliate against any employee for utilizing the charge provisions of the Illinois Department of Human Rights, Illinois Human Rights Commission or Equal Employment Opportunity Commission.

9. Consensual Relationships

A. Perceived sexual harassment frequently occurs in a situation where there is a superior/subordinate relationship between the parties to the relationship. Such relationships exist between administrator and faculty or staff, between faculty member and staff member, between staff and students, or between faculty and students.

B. In evaluating whether sexual harassment has occurred, the superior employee's perception of consent shall not be given greater weight than the student's or subordinate's assertion that the relationship was not one of mutual or voluntary consent simply because of the superior employee's position or status.

C. College employees who enter into a sexual or amorous relationship with a student or subordinate where a professional relationship exists shall recognize that, if a charge of sexual harassment is subsequently made, the student or subordinate will assert the relationship was not one of mutual or voluntary consent.

D. If an employee enters or seeks to enter into a sexual relationship with a student or subordinate when a professional relationship exists, and the student or subordinate brings any complaint or action against the College claiming sexual harassment, the College shall utilize all appropriate legal recourse against the employee to recover all costs, expenses, settlements, judgments, awards and attorneys fees incurred by the College in any way arising out of such claim or action.

10. A charge of discrimination may be filed with the Illinois Department of Human Rights. The Illinois Department of Human Rights investigates complaints of discrimination. If charges are found to have merit, a complaint of discrimination may be issued, leading to a hearing before an administrative law judge of the Illinois Human Rights Commission. A charge of discrimination, to be timely under Illinois law, must be filed within 180 days of the event complained of.

The Department of Human Rights can be contacted at the following addresses and phone numbers:

Illinois Department of Human Rights
222 South College, Room 101-A
Springfield, IL 62704
(217) 785-5100

Illinois Department of Human Rights
100 West Randolph Street, Suite 5-100
State of Illinois Building
Chicago, IL 60601
(312) 814-6200

The Illinois Human Rights Commission can be contacted at the following addresses and phone numbers:

Illinois Human Rights Commission
William G. Stratton Office Building
Room 404-A
Springfield, IL 62706
(217) 785-4350

Illinois Human Rights Commission
32 West Randolph Street, Suite 5-100
State of Illinois Building
Chicago, IL 60601
(312) 814-6269

08/26/91	6/25/98
11/22/93	5/22/00
11/28/94	

Sauk Valley Community College
August 22, 2005

Action Agenda F-4

Topic: ACCT Voting Delegate

Presented By: Dr. George Mihel

Presentation:

As members of the Association of Community College Trustees (ACCT) we are allowed a voting delegate at the annual conference.

Delegates vote for candidates for national office.

Since Joan Padilla is the sole Board member attending the conference, it is logical she be the SVCC delegate.

Recommendation:

The administration recommends the Board approve Joan Padilla as the voting delegate at the 2005 ACCT annual conference.