SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
AGENDA

Third Floor Board Room
Dixon, IL

December 17, 2007
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 26, 2007
- 2.3 Treasurer's Report
- 2.4 Bills Payable
- 2.5 Payrolls

November 30, 2007	$258,818.84
December 12, 2007	$255,271.59

- 2.6 Budget Report
- 2.7 Faculty Resignation – Librarian
- 2.8 Faculty Resignation – Criminal Justice

3.0 Reports/Information

- 3.1 President's Report
- 3.2 Comments from Amy Viering, Director of Foundation and Grants
- 3.3 Reports/Comments from Board Members
- 3.4 Communication from Visitors: Steve Nunez
- 3.5 Board Policy Review 412.01 Responsibilities of Instructional Faculty and 413.01 Attendance

4.0 Action Items

- 4.1 Board Policy 409.01 Administrative Employment Contracts, Contract Continuation, and Contract Termination (Second Reading)
- 4.2 Board Policy 410.01 Transitional Policy Relating to Tenure for Administrative Positions (First Reading)
- 4.3 Computer Purchase

5.0 Closed Session – (Appointment, employment, compensation, discipline, performance or dismissal of specific employees of the College; collective bargaining; closed session minutes consideration; pending litigation probable or imminent)

6.0 Action Items

6.1 Full-time Sauk Valley Community College Faculty Contract

6.2. Health Insurance Changes

7.0 Approval of Closed Session Minutes of November 26, 2007 and November 1, 2007 Board Retreat.

8.0 Adjournment

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES
December 17, 2007

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on December 17, 2007 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:

Andrew Bollman	Joan Padilla
Robert Thompson	Edson Cox
Edward Andersen	

Absent:
William Simpson
Nancy Varga
Student Trustee Sean Bond

SVCC Staff:
President Dr. George J. Mihel
Attorney Pace
Academic Vice President Dr. Donald Pearl
Dean of Business Services Paula Meyer
Dean of Information Services Alan Pfeifer
Director of Human Resources Kathryn Snow
Dean of Student Services Luis Moreno
Director of Building and Grounds John Ditto
Faculty David Edelbach
Faculty Pam Cunningham
Faculty Ernie Etter
Faculty Steve Nunez
Counselor/Faculty Janet Matheney
Administrative Assistant Debra Dillow

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

President's Report: Dr. Mihel reported to the Board that a group of Sauk students will travel to Mississippi to assist with Habitat for Humanity and staff members, Brian Fountain and Chris Shelley will travel with them. He said it is noteworthy that students will be paying for most of this project on their own.

Amy Viering, Director of Foundation and Grants talked with the Board about her new position and outlined the Capital Campaign. She also provided highlights of Student Housing and fundraising for 2008.

Reports:

Student Trustee: No report

Foundation: Member Cox reiterated the fundraising ideas that were stated by Amy Viering. Member Cox indicated that there are untapped resources and the Foundation plans to produce more fundraising opportunities this year.

ICCTA: No report

Steve Nunez thanked the Board wholeheartedly for their efforts with negotiations. He also thanked Dr. Mihel, Paula Meyer and Kathryn Snow for their work in the process. Steve also highlighted the accomplishments of Phi Theta Kappa.

Board Policy Review:

Dr. Mihel reviewed with the Board Policies 412.01 Responsibilities of Instructional Faculty and 413.01 Attendance and will recommend minor changes.

Board Policy 409.01 Administrative Employment Contracts, Contract Continuation, and Termination (Second Reading):

It was moved by Member Bollman and seconded by Member Cox that the Board approve Board Policy 409.01, Administrative Employment Contracts, Contract Continuation, and Contract Termination for second reading. In a roll call vote, all voted aye. Motion carried.

Board Policy 410.01 Transitional Policy Relating to Tenure for Administrative Positions (First Reading):

It was moved by Member Andersen and seconded by Member Cox that the Board approve Board Policy 410.01 Transitional Policy Relating to Tenure for Administrative Positions for first reading. In a roll call vote, all voted aye. Motion carried.

Computer Purchase:

It was moved by Member Cox and seconded by Member Bollman that the Board approve the purchase of 125 Lenovo Desktop Computers, from Unique Computer, Sterling, IL in the amount of $722.00 per unit at a total cost of $90,250. In a roll call vote, all voted aye. Motion carried.

Closed Session:	At 7:18 p.m. it was moved by Member Bollman and seconded by Member Cox that the Board go into closed session for the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific employees of the College; collective bargaining, closed session minutes consideration; pending litigation probable or imminent. In a roll call vote, all voted aye. Motion carried. The Board returned to regular session at 7:30 p.m.
Full-Time SVCC Faculty Contract:	It was moved by Member Andersen and seconded by Member Padilla that the Board approve the Full-time Sauk Valley Community College Faculty Association Contract as presented. In a roll call vote, all voted aye. Motion carried.
Health Insurance Changes:	It was moved by Member Bollman and seconded by Member Cox that the Board approve the changes in health insurance benefits effective January 1, 2008 as presented. In a roll call vote, all voted aye. Motion carried.
Closed Session Minutes of November 26, 2007:	It was moved by Member Andersen and seconded by Member Cox that the Board approve the closed session minutes of November 26, 2007. In a roll call vote, all voted aye. Motion carried.
Minutes of Board Retreat November 1, 2007:	It was moved by Member Andersen and seconded by Member Bollman that the Board approve the minutes from the Board Retreat of November 1, 2007. In a roll call vote, all voted aye. Motion carried.
Adjournment:	Since the scheduled business was completed, it was moved by Member Cox and seconded by Member Bollman that the Board adjourn. In a roll call vote, all voted aye. Motion carried. The meeting adjourned at 7:35 p.m.
Next Meeting:	The next regular meeting of the Board will be at 7:00 p.m. on January 28, 2008 in the Board Room.

Respectfully Submitted,

Andrew Bollman, Pro-tem Secretary

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES - TREASURER'S REPORT
As of November 30, 2007

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

BOARD CHAIR

BOARD SECRETARY

DATE 12/17/07

CHECKING ACCOUNTS

INTEREST BEARING ACCOUNTS		INTEREST RATE	AMOUNT
General Account - Sterling Federal Bank		3.410	$506,663.42
Illinois Funds - Firstar Bank, Springfield		4.714	1,218,345.26
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS			1,725,008.68
MONEY MARKET			
ABN-AMRO Investment Services, Inc.		4.080	88,712.66
Citizens Financial Advisors		4.753	1,184.52
SFB Investment Center		4.020	4,024,645.16
TOTAL CHECKING ACCOUNTS			$5,839,551.02

INVESTMENTS

FINANCIAL INSTITUTION	MATURITY DATE		
Freedom Bank, Sterling	01-10-08	5.260	$1,000,000
Sauk Valley Bank	02-08-08	5.260	1,000,000
Sauk Valley Bank	02-23-08	5.260	500,000
Sterling Federal Bank	04-04-08	5.080	1,000,000
SUBTOTAL INVESTMENTS			3,500,000

BOND INVESTMENTS - Liability, Protection & Settlement		YIELD	PRICE
Federal Home Ln Bks Cons Bd	12-14-07	4.000	650,018.19
Federal Home Ln Bks Cons Bd	02-12-08	5.125	250,109.09
Federal Home Ln Mtg Corp	04-01-08	3.500	474,444.14
Fed Home Ln Bks Cons Bd	07-30-08	4.000	572,502.19
Federal Natl Mtg. Assn Benchmark	11-17-08	3.875	609,490.78
Federal Home Ln Mtg Crp Notes	02-17-09	4.875	540,113.76
Federal Natl Mtg. Assn.	04-15-09	4.875	574,247.10
Federal Home Ln Bks Glbl Bd	07-17-09	5.375	531,046.07
Federal Home Ln Bks Cons Bd	11-13-09	6.500	414,401.99
Federal Farm Cr Bks Cons.	03-24-10	3.680	404,048.02
Federal Home Ln Bks Call Step	07-14-10	3.000	403,812.99
Federal Home Ln Bks Call Step	12-10-10	3.000	393,193.37
SUBTOTAL BONDS			$5,817,427.69
TOTAL INVESTMENTS			$9,317,427.69

Sauk Valley Community College
Board of Trustees
December 17, 2007

Summary of Bills Payable	Amount
General Operating Funds	$ 229,968.30

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

BOARD CHAIR

BOARD SECRETARY

DATE 12/17/2007

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
BEST,INC	01		JTPA Lee	Reimbursement Fall 07	1,595.00
Highland Community College	01		Trade Act-TAA	Reimbursement F 07 TAA	600.00
Benedict, Timothy	01		Foundation Expense	Travel-Galesburg 11/10/07	101.85
New Readers Press	01		Foundation Expense	Workbooks	231.00
Follett Bookstore	01		Dislocated Worker Expense	Bookstore Charges 10/07	33.99
Follett Bookstore	01		Dislocated Worker Expense	Department Bookstore Charges 11/17	33.99
State Universities Retirement	01		SURS Payable	Accrued Surs	29,506.14
Select Employees Credit Union	01		Credit Union Payable	ACCRUED W/H Select Employees Credit Un	10,344.38
SVCC Faculty Association	01		Faculty Association Payable	Accrued SVCC Faculty Assoc. Dues	1,165.80
Clearinghouse	01		Wage Garnishment Payable	GARNISHMENT	390.72
Community Health Charities of	01		United Way Payable	ACCRUED W/H-Community Health Charities	24.00
United Way of Lee County	01		United Way Payable	Accrued United Way Dixon	17.00
United Way of Whiteside County	01		United Way Payable	Accrued United Way Sterling/Rock Falls	32.60
Gallagher Benefit Services, In	01		Optional Life Insurance	Optional Life	552.30
American Administrative Group	01		Optional Disability Insurance	LTD Billing	758.28
Illinois Mutual	01		Optional Disability Insurance	Accrued Optional Disability-Illinois M	3.89
SVCC Foundation	01		Foundation Payable	Accrued W/H SVCC Foundation	32.50
Ameriprise Financial Services,	01		American Express	Accrued Annuities-American Express	95.00
Equitable Life Assurance	01		Equitable	Accrued Annuities-Equitable	250.00
Franklin Financial Services Co	01		Franklin Life	Accrued Annuities-Franklin Life	187.50
Fidelity Investments	01		Fidelity Investments	ACCRUED ANNUITIES-Fidelity Investments	2,066.22
Waddell & Reed, Inc	01		Waddell & Reed	Accrued Annuities-Waddell & Reed	300.00
Anderson, Dwight C.	01		Accounts Payable	PELL Bal - Correction	26.00
Bishop, Bonnie A.	01		Accounts Payable	Online Refund	97.60
Dallgas-Frey, Aracely	01		Accounts Payable	PELL	2,155.00
Devers, Emily	01		Accounts Payable	MAP Gt	715.00

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Dewey, Kathryn L.	01		Accounts Payable	Online Refund	487.00
Druien, Wendy S.	01		Accounts Payable	MAP Gt	768.00
Ferris, Emily C.	01		Accounts Payable	Online Refund	164.00
Fortune, Corinna L.	01		Accounts Payable	Online Refund	85.00
Freeman, Cierra D.	01		Accounts Payable	IIA Gt	250.00
Greenwald, Jeannie M.	01		Accounts Payable	Online Refund	27.00
Greenwald, Kerry M.	01		Accounts Payable	Online Refund	27.00
Habben, Jillian	01		Accounts Payable	MAP Gt	330.00
Henson, Regina	01		Accounts Payable	MAP Gt	180.00
Hinders, Mark A.	01		Accounts Payable	Online Refund	85.00
Hopkins, Patrick L.	01		Accounts Payable	PELL/EOG	780.00
Ingram, Amy L.	01		Accounts Payable	Online Refund	200.00
Jackson, Laura K.	01		Accounts Payable	PELL	539.00
Johnson, Ragan A.	01		Accounts Payable	Fndtn	500.00
Lammers, Jay A.	01		Accounts Payable	Online Refund	85.00
Leffelman, Victoria S.	01		Accounts Payable	Fndtn	393.49
Maynard, Larry J.	01		Accounts Payable	Online Refund	85.00
McGinnis, Paula L.	01		Accounts Payable	MAP Bal	130.37
Monson, Brett R.	01		Accounts Payable	Online Refund	180.00
Ohda, Andrea C.	01		Accounts Payable	Online Refund	40.37
Palmer, Boyd	01		Accounts Payable	Online Refund	25.00
Paxton, Toby J.	01		Accounts Payable	Online Refund	25.00
Pollock, Brad K	01		Accounts Payable	Online Refund	27.00
Ramos, Tina M.	01		Accounts Payable	MAP Plus - replacement ck	250.00
Rudis, Michelle M.	01		Accounts Payable	MAP Gt	330.00
Sanders, Mary E.	01		Accounts Payable	Online Refund	85.00

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Schaefer, Nicole M.	01		Accounts Payable	Online Refund	61.00
Seydel, Tara E.	01		Accounts Payable	PELL Gt	1,180.00
Smith, Aaron N.	01		Accounts Payable	PELL Bal	264.31
Steinhaus, Christine M.	01		Accounts Payable	MAP Gt	330.00
Swartz, Benjamin D.	01		Accounts Payable	Online Refund	10.00
Ward, Whitney O.	01		Accounts Payable	IIA Gt	250.00
Wyckoff, Kristina M.	01		Accounts Payable	Stafford Ln	2,250.00
Delhotal, Jarod J.	01		Other Payables	Replacement Checks from Payroll May 20	156.00
Gecan, Matthew M.	01		Other Payables	Replacement P/R Check 3/15/07	239.11
Megill, Hannah R.	01		Other Payables	Replace P/R Check 10/31/06	18.91
Sauk Commons	01		Other Payables	Balance Due Fall 07	1,158.34
Follett Bookstore	01		PELL EOG BT	Student Books 10/1/07-11/02/07	3,676.34
Follett Bookstore	01		Foundation B	Student Books 10/1/07-11/02/07	131.75
Follett Bookstore	01		Stafford Loans BT	Student Books 10/1/07-11/02/07	36.79
Follett Bookstore	01		JTPA Whiteside B	Student Books 10/1/07-11/02/07	69.95
Follett Bookstore	01		Vets Rehab B	Student Books 10/1/07-11/02/07	1,064.30
Follett Bookstore	01		Trade Act TAA Sterling B	Student Books 10/1/07-11/02/07	26.00
Follett Bookstore	01		Americorps	Student Books 10/1/07-11/02/07	260.41
Illinois Community College Tru	01	Board of Trustees	Publications and Dues	2nd Half FY 08 Dues	3,681.00
Follett Bookstore	01	President	Office Supplies	Bookstore Charges 10/07	5.26
Insight Media Advertising	01	College Relations	Advertising	November Advertising	2,000.00
WIXN FM - WIXN AM	01	College Relations	Advertising	November Advetising	1,120.00
Withers Broadcasting	01	College Relations	Advertising	Contract Advertising	863.45
Gordon Flesch Company, Inc	01	Printshop	Maintenance Services	Copier-Maintenance & Supplies	63.63
Xerox Corporation	01	Printshop	Maintenance Services	Copier-Maintenance & Supplies	170.00
Follett Bookstore	01	Printshop	Other Supplies	Bookstore Charges 10/07	1.83

Sauk Valley Community College
Check Register
From 11/19/07 To 12/17/07

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Follett Bookstore	01	Printshop	Other Supplies	Department Bookstore Charges thru 9/28	31.59
GFC Leasing Company	01	Printshop	Debt Principal Retirement	Copier Lease Payment -Principal	452.33
Xerox Corporation	01	Printshop	Debt Principal Retirement	Copier Lease Payment -Principal	618.34
GFC Leasing Company	01	Printshop	Interest	Copier Lease Payment-Interest	80.99
Xerox Corporation	01	Printshop	Interest	Copier Lease Payment-Interest	14.93
SBM Business Equipment Center	01	VP-Academics	Maintenance Services	Monthly meter Charges	70.13
Follett Bookstore	01	VP-Academics	Office Supplies	Bookstore Charges 10/07	99.96
Pearl, Donald M.	01	VP-Academics	Conference/Meeting Expense	Travel-Springfield 11/14/07	184.79
Kidder, Mary L.	01	Professional Development	Conference/Meeting Expense	Travel- IBHE Conference 11/17/07	350.15
UW-Madison/Careers Conference	01	Professional Development	Conference/Meeting Expense	Conference Fee 1/28/08	330.00
Consolidated Management Co	01	Professional Development	Other Conference & Meeting	Adjunct Faculty Appreciation Night	250.01
Follett Bookstore	01	Professional Development	Other Conference & Meeting	Department Bookstore Charges 11/17	71.42
Follett Bookstore	01	High School Relations	Office Supplies	Department Bookstore Charges thru 9/28	125.00
Rick Trow Productions	01	High School Relations	Office Supplies	Career Game Workbooks	1,120.90
Consolidated Management Co	01	High School Relations	Conference/Meeting Expense	College Night Refreshment	404.09
Winger, Gerald D.	01	High School Relations	Conference/Meeting Expense	Travel- Area Colleges & High Schools	333.68
Woodlawn Arts Academy	01	Bacc Orient Transfer	Instructional Service Contracts	Art Classes Fall 07	3,028.00
Follett Bookstore	01	Art	Instructional Supplies	Bookstore Charges 10/07	7.65
Follett Bookstore	01	Art	Instructional Supplies	Department Bookstore Charges thru 9/28	24.32
Follett Bookstore	01	English	Instructional Supplies	Department Bookstore Charges thru 9/28	4.63
Follett Bookstore	01	Reading	Instructional Supplies	Department Bookstore Charges thru 9/28	321.25
Follett Bookstore	01	Humanities	Instructional Supplies	Bookstore Charges 10/07	18.58
Follett Bookstore	01	Humanities	Instructional Supplies	Department Bookstore Charges 11/17	82.47
Follett Bookstore	01	Speech	Instructional Supplies	Bookstore Charges 10/07	3.97
Follett Bookstore	01	Fitness Center	Instructional Supplies	Bookstore Charges 10/07	1.91
Follett Bookstore	01	Criminal Justice	Instructional Supplies	Bookstore Charges 10/07	-33.50

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
White, Rebecca	01	Human Services	Conference/Meeting Expense	Travel- 11/14/07 Site Visits	67.42
Edleman, Paul	01	Political Science	Publications and Dues	FY 08 PSA Dues	84.00
Follett Bookstore	01	Psychology	Instructional Supplies	Bookstore Charges 10/07	11.16
Follett Bookstore	01	Psychology	Instructional Supplies	Department Bookstore Charges thru 9/28	61.85
Follett Bookstore	01	Psychology	Instructional Supplies	Department Bookstore Charges 11/17	19.56
Follett Bookstore	01	Mathematics	Instructional Supplies	Department Bookstore Charges thru 9/28	4.77
Follett Bookstore	01	Mathematics	Instructional Supplies	Department Bookstore Charges 11/17	5.74
Rock Falls Rotary Club	01	Dean of Business,Tech & Natural	Publications and Dues	10/07-12/07 Dues	99.00
Follett Bookstore	01	Computer Information Systems	Instructional Supplies	Bookstore Charges 10/07	48.62
Follett Bookstore	01	Mechanical Design	Instructional Supplies	Department Bookstore Charges thru 9/28	3.16
Insight Media	01	Mechanical Design	Instructional Supplies	Engineering Drawing	334.95
Follett Bookstore	01	Welding	Instructional Supplies	Bookstore Charges 10/07	6.69
SBM Business Equipment Center	01	Dean of Health Careers and Scien	Maintenance Services	Monthly Copy Charge	82.16
Follett Bookstore	01	Dean of Health Careers and Scien	Office Supplies	Department Bookstore Charges thru 9/28	19.99
KSB Hospital	01	Health Occupational	Instructional Service Contracts	Clinical Coordinating	2,120.00
Gaumer, Peggy	01	Phlebotomy	Conference/Meeting Expense	Travel-Clinical Visits thru 11/8/07	115.43
Follett Bookstore	01	Associate Degree Nursing	Instructional Supplies	Bookstore Charges 10/07	22.22
Follett Bookstore	01	Associate Degree Nursing	Instructional Supplies	Department Bookstore Charges thru 9/28	-44.95
Wallcur, Inc	01	Licensed Practical Nursing	Instructional Supplies	Supplies	150.89
SourceOne Healthcare Technolog	01	Radiologic Technology	Maintenance Services	Service Labor	80.00
Techno-Aide Mfg Co, Inc	01	Radiologic Technology	Instructional Supplies	Wedge Sets 11/07	121.90
Hoffman, Stacy L	01	Biology	Consultants	Honorarium Services BIO 120	20.00
Layne, Meridith C.	01	Biology	Consultants	Honorarium BIO 120 11/20/07	20.00
Wood, Therese L.	01	Biology	Instructional Supplies	Travel- Cow eyes	10.00
Wood, Therese L.	01	Biology	Conference/Meeting Expense	Travel- Cow eyes	26.68
Follett Bookstore	01	Chemistry	Instructional Supplies	Bookstore Charges 10/07	148.50

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Follett Bookstore	01	Chemistry	Instructional Supplies	Department Bookstore Charges thru 9/28	11.48
S J Smith Welding Supply	01	Chemistry	Instructional Supplies	Chemistry Supplies	7.44
Highsmith Inc	01	Learning Resource Center	Library Supplies	Stor/Shelf Files	393.45
Watson Label Products	01	Learning Resource Center	Library Supplies	Codebar Labels	900.00
Mecklenburg County Health Dept	01	Learning Resource Center	Books and Binding Costs	DVD "MRSA"	14.95
Thomson Gale	01	Learning Resource Center	Books and Binding Costs	Books for Library	238.00
EBSCO	01	Learning Resource Center	Publications and Dues	Journals	66.69
Highsmith Inc	01	Learning Resource Center	Other Materials and Supplies	Supplies	559.36
Beinhoff, Lisa A.	01	Learning Resource Center	Conference/Meeting Expense	Travel-DeKalb 11/14/07	54.32
Follett Bookstore	01	Academic Computing	Instructional Supplies	Bookstore Charges 10/07	26.29
Unique Computer	01	Academic Computing	Instructional Supplies	IBM Adapter	45.00
Unique Computer	01	Academic Computing	Instructional Supplies	Printer	145.00
Withers Broadcasting	01	Academic Computing	Instructional Supplies	LION Battery	185.00
Pratt Audio-Visual & Video Cor	01	Academic Computing	Instructional Technology Materia	LCD Lamp	483.00
Next Generation Clinical Resea	01	Administrative Computing	Consultants	Oracle Consulting	1,900.00
Follett Bookstore	01	Administrative Computing	Office Supplies	Bookstore Charges 10/07	22.01
Graybar Electric Company Inc.	01	Administrative Computing	Office Supplies	Patch Max Panel	107.88
Careertrack Seminars	01	Administrative Computing	Conference/Meeting Expense	Communication Skills 12/08	99.00
Follett Bookstore	01	Dean of Student Services	Office Supplies	Bookstore Charges 10/07	2.39
Moreno, Luis S.	01	Dean of Student Services	Conference/Meeting Expense	Travel-11/15/07 ICCCA Conference	141.92
Follett Bookstore	01	Special Needs- ADA	Instructional Supplies	Bookstore Charges 10/07	13.18
Creative Printing	01	Financial Aid & Veterans Affairs	Office Supplies	Business Cards	135.00
Stiefel, Debra	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel- Dept Ed Conference 11/29/07	603.37
Federal Express Corp	01	Other Institutional	Postage	Shipping Charges	49.90
Pitney Bowes	01	Other Institutional	Postage	Monthly Meter Rental	467.00
SBM Business Equipment Center	01	Business Office	Maintenance Services	Monthly Meter Charge	32.70

Sauk Valley Community College
Check Register
From 11/19/07 To 12/17/07

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Federal Wage & Labor Institute	01	Personnel Office	Publications and Dues	Law Posters	47.27
Rock River Health Care Council	01	Personnel Office	Publications and Dues	FY 08 Membership Dues	50.00
Follett Bookstore	01	Information Center	Office Supplies	Department Bookstore Charges thru 9/28	59.86
Follett Bookstore	01	Information Center	Office Supplies	Department Bookstore Charges 11/17	1.16
B Safe Inc	010100	CCS Public Workshops	Consultants	Lift Truck Training 11/13/07	500.00
Hood, Kay A	010100	CCS Public Workshops	Consultants	PPD Class 12/5/07	271.00
Treend, Gayle A.	010100	CCS Public Workshops	Consultants	PPD Class E-Bay	1,140.00
RK Dixon Company	010100	CCS Public Workshops	Office Supplies	Copies	75.87
ACT, INC	010100	CCS Public Workshops	Instructional Supplies	Work Keys Computer Based Testing	367.50
Follett Bookstore	010100	CCS Public Workshops	Instructional Supplies	Department Bookstore Charges thru 9/28	-637.16
KSB Hospital	010100	CCS Public Workshops	Instructional Supplies	Materials First Aid/CPR	42.00
Quill Corporation	010100	CCS Public Workshops	Instructional Supplies	Binders & Rule Pads	34.40
Rock Falls Chamber of Commerce	010100	CCS Public Workshops	Advertising	Business Card Newsletter	50.00
Harrington, Gerry	010100	CCS Public Workshops	Conference/Meeting Expense	Travel- Area Visits 11/13/07	120.77
C-B Kramer Sales & Service	02	Maintenance	Maintenance Services	Boiler Repair	895.00
H-O-H Chemicals Inc	02	Maintenance	Maintenance Services	Monthly Water Treatment Contract	1,374.00
Northwest Mechanical Inc	02	Maintenance	Maintenance Services	Controller Troubleshooting	3,017.88
Schumacher Elevator Company	02	Maintenance	Maintenance Services	Service Scheduled Maintenance	1,272.36
Blain's Farm & Fleet	02	Maintenance	Maintenance Supplies	Hardware	19.86
Menards	02	Maintenance	Maintenance Supplies	Plumbing Parts	58.95
Sherwin-Williams	02	Maintenance	Maintenance Supplies	Paint & Supplies	490.89
USA Bluebook	02	Maintenance	Maintenance Supplies	Rubber Repair Kit	75.20
Fifth Third Bank	02	Maintenance	Instructional Technology Materia	Johnstone/Filter Soft	236.57
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	55.00
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	55.00
House's Truck & Auto Repair In	02	Grounds	Maintenance Services	Upper & Lower Ball Joints	650.09

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Peabudy's Inc	02	Grounds	Maintenance Services	Repair TN70	310.92
Menards	02	Grounds	Maintenance Supplies	Grounds Supplies	33.78
Mike's Repair Service	02	Grounds	Maintenance Supplies	Parts-Simplicity	477.65
Napa Auto Parts	02	Grounds	Maintenance Supplies	Air Filters	84.30
Nicor Gas	02	Utilities	Gas	Gas Services	120.07
Commonwealth Edison	02	Utilities	Electricity	Electricity	36.99
Peoples Energy Services Corp	02	Utilities	Electricity	Electricity	25,035.08
City Of Dixon	02	Utilities	Water, Sewer	Septic Waste 10/2007	305.00
City Of Dixon	02	Utilities	Water, Sewer	November Waste Charge	305.00
City Of Dixon	02	Utilities	Water, Sewer	Testing 10/19/07	51.00
Garber, Harold	02	Utilities	Water, Sewer	pump/Haul Sludge	600.00
M & S Wastewater	02	Utilities	Water, Sewer	Monthly Water testing	425.00
Central Management Service/ICN	02	Utilities	Telephone	Monthly Charges	340.00
Gallatin River Communications	02	Utilities	Telephone	Telephone Bills	1,834.30
Insight	02	Utilities	Telephone	Monthly Charge	4,750.00
United States Cellular	02	Utilities	Telephone	Cell Phone College Van	48.54
Verizon Wireless	02	Utilities	Telephone	Cell Phone Charges	88.96
Moring Disposal Inc.	02	Utilities	Refuse Disposal	Monthly Trash Removal	226.00
Interface Flooring Systems In	02	Building and Grounds Administrat	Building Remodeling	Tacttiles	848.38
Sexauer Inc	02	Building and Grounds Administrat	Building Remodeling	Operator/Metal Cover	2,083.38
Willett, Hofmann & Associates,	03	Operations & Maintenance- Restri	Building Remodeling	Architect/Engineering Services Fire Do	51.10
Wilvar Enterprises Inc.	03	Operations & Maintenance- Restri	Building Remodeling	Final Application for Fire Doors	1,606.00
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	58.63
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	15.13
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	41.17
Follett Bookstore	050500	Child Care Center	Other Supplies	Bookstore Charges 10/07	9.00

Sauk Valley Community College
Check Register
From 11/19/07 To 12/17/07

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Teacher's Discount	050500	Child Care Center	Other Supplies	Construction Paper	7.18
Hoffman, Brittney N.	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	15.00
Hubbell, Jacob B.	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	15.00
King, Ron	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	100.00
Scenic Stage Line, Inc	050600	Men's Basketball	Other Contractual Services	Charter Bus 11/24/07	776.90
Spivey, Steve	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	100.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Trone, Chris	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	100.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Follett Bookstore	050600	Men's Basketball	Other Supplies	Bookstore Charges 10/07	25.60
Country Inn & Suites	050600	Men's Basketball	Other Conference & Meeting	Tournament 12/14 & 12/15	543.90
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel-MBB 11/4/07	139.89
Custom Monogram	050600	Cross Country	Other Supplies	Screen Front	82.00
Sullivan, Michael D.	050600	Cross Country	Other Conference & Meeting	Travel-Cross Country 11/10/07	1,787.58
Hubbell, Jacob B.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Justice, Dan	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	100.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Tatum, Rodney	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	100.00
Valle, Chuck	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	100.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Follett Bookstore	050600	Women's Basketball	Other Supplies	Bookstore Charges 10/07	65.21
Peterson Chiropractic & Sports	050600	Women's Basketball	Other Supplies	Insurance-K Fisher	30.00
Benedict, Timothy	050600	Women's Basketball	Other Conference & Meeting	Travel-Galesgurg 11/10/07	101.85
Holiday Inn	050600	Women's Basketball	Other Conference & Meeting	Lodging WBB 11/30/07	493.95
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Meal Advance 11/30/07	364.00
Pruis, Mark	050600	Women's Softball	Other Supplies	Baseball Supplies	21.95

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Follett Bookstore	050600	Women's Volleyball	Other Supplies	Department Bookstore Charges 11/17	80.63
Temple's Sporting Goods	050600	Women's Volleyball	Other Supplies	Volleyball Supplies	1,847.56
Dupont, Jason	050600	General Athletics	Other Contractual Services	Men's Basketball Game	50.00
Dusing, Christophe	050600	General Athletics	Other Contractual Services	Men's Basketball Game	90.00
Follett Bookstore	050600	General Athletics	Other Materials and Supplies	Bookstore Charges 10/07	12.35
Follett Bookstore	050600	Student Activities	Conference/Meeting Expense	Department Bookstore Charges thru 9/28	25.00
Habitat for Humanity NE MS	050600	Student Government	Other Conference & Meeting	15 Students Tupelo, MS	750.00
Follett Bookstore	050600	Drama	Other Materials and Supplies	Bookstore Charges 10/07	2.39
Follett Bookstore	050600	Drama	Other Materials and Supplies	Department Bookstore Charges thru 9/28	1.75
Follett Bookstore	050600	Drama	Other Materials and Supplies	Department Bookstore Charges 11/17	21.21
BP Amoco	050800	Transportation	Vehicle Supplies	Van Gas Purchases	670.25
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas-College Van	327.87
Gallagher Benefit Services, In	051000	Medical Insurance	Life & AD&D	Life Billing	1,385.46
State Universities Retirement	062050	SBDC Grant	SURS	Matching Funds	278.95
RK Dixon Company	062050	SBDC Grant	Office Supplies	Copies	75.88
Rock Falls Chamber of Commerce	062050	SBDC Grant	Advertising	Business Card Newsletter	50.00
Borger, Brian	062050	SBDC Grant	Conference/Meeting Expense	Travel-Office Training	144.05
Harrison, Pam R.	062050	SBDC Grant	Conference/Meeting Expense	Travel-Peoria SBDC Conference 11/7/07	257.03
Miller, Michele	062050	SBDC Grant	Conference/Meeting Expense	Travel-SBDC Conference 11/8/07	370.46
Meagher, Sharon D.	062053	u of I Health Careers Club	Other Supplies	Pilates Sessions	50.00
Follett Bookstore	062059	ICCB Adult Ed-Performance-Instrc	Instructional Supplies	Department Bookstore Charges thru 9/28	4.79
IACEA (Illinois Adult Continui	062060	SOS VITAL Grant	Conference/Meeting Expense	FY 08 membership Dues	160.00
National Pen Corporation	062060	SOS VITAL Grant	Other Conference & Meeting	2008 Calendars	249.85
Emergency Medical Products, In	062073	ISBE Voc Ed- Tech Prep Grant	Instructional Supplies	EMS Equipment	943.56
Golden Ladder Productions	062074	ICCB Comm Coll Tech Prep Support	Consultants	Presentations 2/13/2008	5,000.00
Golden Ladder Productions	062074	ICCB Comm Coll Tech Prep Support	Other Conference & Meeting	Presentations 2/13/2008	375.00

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
State Universities Retirement	063011	Student Support Services Grant	SURS	Matching Funds	575.36
Follett Bookstore	063011	Student Support Services Grant	Office Supplies	Department Bookstore Charges thru 9/28	66.25
Habitat for Humanity NE MS	063011	Student Support Services Grant	Conference/Meeting Expense	3 Students Tupelo, MS	150.00
Jackson, Lawrence E.	063011	Student Support Services Grant	Conference/Meeting Expense	Travel- Campus Visit 11/16/07	15.66
State Universities Retirement	063020	Perkins- Learning Assistance Cen	SURS	Matching Funds	56.25
Red Canyon Systems	063020	Perkins- Learning Assistance Cen	Instructional Supplies	Maintenance Agreement	495.00
State Universities Retirement	063020	Perkins IIc	SURS	Matching Funds	97.20
Gillihan, L.S.	063020	Perkins IIc	Conference/Meeting Expense	Travel-AWS Welding Show 11/12/07	109.13
Kooshesh, Cyrus	063020	Perkins IIc	Conference/Meeting Expense	Travel- Colona 10/23/07	55.29
White, Linley V.	063020	Perkins IIc	Conference/Meeting Expense	Travel-Area Committee Meetings 11/27/0	131.44
State Universities Retirement	063020	Perkins IIc -Special Populations	SURS	Matching Funds	31.81
Bodeen, Doug	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Durband, Paula K.	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Hahne, Connie	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Lipscomb, Lyle	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
Rademacher, Paula	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Robinson, Jennifer	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
Siegfried, Andy	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
Wilkin, Richard	063030	Perkins IIIE Tech Prep	Consultants	Stipend Tech Prep	250.00
Lindahl, Sharon D.	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Travel-Area Site Visits thru 11/30/07	197.95
Ashton Franklin Center Distric	063030	Perkins IIIE Tech Prep	Other	Tech Prep Claim #1 FY 08	570.00
Prophetstown High School	063030	Perkins IIIE Tech Prep	Other	Tech Prep Claim 1 & 2 F 07	521.23

Sauk Valley Community College
Check Register
From 11/19/07 To 12/17/07

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Siegfried, Andy	063030	Perkins IIIE Tech Prep	Other	Travel Tech Prep F 07	19.40
McGath, Wendy	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-Americorp Meeting	12.95
Wentzel, Abby	063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel-10/19/07 Sycamore	38.85
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	SURS	Matching Funds	259.60
Accurate Biometrics, Inc	063075	IDHS AmeriCorps- Nonmember Activ	Consultants	Background Checks	90.00
Johnson, Kathleen	064010	Online Nursing Program	Conference/Meeting Expense	Travel-Sites & Conf 11/14/07	270.50
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	Think Pad	962.00
GFC Leasing Company	064030	Restricted Fund-GOD Certificates	Debt Principal Retirement	Bond Lease Payment-Principal	599.58
GFC Leasing Company	064030	Restricted Fund-GOD Certificates	Interest	Bond Lease Payment-Interest	107.36
Golden Key Gifts	101020	Cheerleading Club	Other	Candle for Fundraiser Cheerleaders	588.00
American Cancer Society	101140	Phi Theta Kappa Club	Other	Donation	100.00
Nunez, Steve C.	101140	Phi Theta Kappa Club	Other	DVD Purchase	150.00
Clifton Gunderson LLP	11	Audit	Audit Services	Final Billing 2007 Audit Services	8,500.00
Gallatin River Communications	12	Risk Management	Telephone	911 Cama Trunk Lines	89.60
Verizon Wireless	12	Public Safety	Maintenance Services	Security Cell Phones	101.47
Stewart & Associates, Inc	12	Public Safety	Other Contractual Services	Contract Security	1,283.28
Stewart & Associates, Inc	12	Public Safety	Other Contractual Services	Security Contract	2,327.88
				BANK ACCOUNT 1 TOTAL:	229,968.30
				ALL ACCOUNTS TOTAL:	229,968.30

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

EDUCATION FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Local Governmental Sources	1,619,293	3,300,100	49.0%	1,393,624	16.1%	3,193,681
State Governmental Sources	758,760	2,668,491	28.4%	709,863	6.8%	2,680,344
Federal Governmental Sources	195	5,000	3.9%	180	8.3%	4,795
Student Tuition and Fees	3,385,087	4,108,000	82.4%	3,485,103	-2.8%	4,098,763
Sales and Service	48,110	205,000	23.4%	30,068	60.0%	194,683
Investment Revenue	31,391	140,000	22.4%	45,951	-31.6%	161,249
Other Revenues	12,765	375,000	3.4%	32,739	-61.0%	489,084
TOTALS	5,855,604	10,801,591	54.2%	5,697,529	2.7%	10,822,602
Expenditures						
Salaries	2,319,546	6,349,977	36.5%	2,385,801	-2.7%	6,148,963
Employee Benefits	575,228	1,836,568	31.3%	589,581	-2.4%	1,963,108
Contractual Services	178,547	519,470	34.3%	136,791	30.5%	621,096
General Materials and Supplies	313,496	771,628	40.6%	352,606	-11.0%	775,757
Conference & Meeting	53,035	151,905	34.9%	35,853	47.9%	103,399
Fixed Charges	7,107	14,000	50.7%	7,259	-2.0%	18,234
Capital Outlay						6,917
Other Expenditures	423,305	824,000	51.3%	347,032	21.9%	804,088
TOTALS	3,870,266	10,467,548	36.9%	3,854,927	.4%	10,441,565
Transfers						
Transfers to Other Funds		300,000				133,000
CHANGE IN NET ASSETS	1,985,337	34,043		1,842,602		248,036
FUND BALANCE	2,854,258					868,920

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

OPERATION AND MAINTENANCE FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Local Governmental Sources	198,656	403,000	49.2%	170,618	16.4%	390,551
State Governmental Sources	96,889	352,570	27.4%	90,643	6.8%	350,913
Student Tuition and Fees	378,272	451,100	83.8%	387,094	-2.2%	443,677
Sales and Service	1,504	6,000	25.0%	1,723	-12.7%	6,909
Facilities Revenue	98	5,000	1.9%	1,366	-92.7%	12,786
Investment Revenue	524	1,000	52.4%	112	366.2%	607
Other Revenues	4,100	25,100	16.3%	101	929.5%	37,260
TOTALS	680,046	1,243,770	54.6%	651,661	4.3%	1,242,707
Expenditures						
Salaries	215,474	519,404	41.4%	211,474	1.8%	504,638
Employee Benefits	77,203	208,935	36.9%	72,029	7.1%	212,620
Contractual Services	28,377	109,500	25.9%	29,748	-4.6%	89,875
General Materials and Supplies	28,024	93,000	30.1%	38,348	-26.9%	98,881
Conference & Meeting	2,522	4,200	60.0%	1,430	76.2%	2,838
Fixed Charges	41,249	55,000	75.0%	50,239	-17.8%	50,072
Utilities	262,833	628,500	41.8%	205,585	27.8%	569,127
Capital Outlay	5,800	15,000	38.6%		38.6%	14,714
TOTALS	661,485	1,633,539	40.4%	608,855	8.6%	1,542,767
Transfers						
Transfers From Other Funds		-390,000				-279,221
CHANGE IN NET ASSETS	18,561	231		42,806		-20,837
FUND BALANCE	23,398					4,836

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

OPERATION & MAINTENANCE- RESTRICTED	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Local Governmental Sources	320,750	650,000	49.3%	257,965	24.3%	612,869
Investment Revenue	-3,553	50,000	-7.1%	-1,513	134.8%	87,612
Other Revenues	61,920				0.0%	
TOTALS	379,117	700,000	54.1%	256,452	47.8%	700,482
Expenditures						
General Materials and Supplies				-79,301		447
Fixed Charges						
Capital Outlay	519,822	947,600	54.8%	374,033	38.9%	607,467
TOTALS	519,822	947,600	54.8%	294,732	76.3%	607,914
Transfers						
Transfers From Other Funds						-79,748
CHANGE IN NET ASSETS	-140,705	-247,600		-38,279		172,316
FUND BALANCE	2,234,463					2,375,168

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

BOND AND INTEREST FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Local Governmental Sources	681,331	1,285,000	53.0%	590,787	15.3%	1,300,814
Investment Revenue	3,881	2,000	194.0%	-2,363	264.2%	
TOTALS	685,212	1,287,000	53.2%	588,424	16.4%	1,300,814
Expenditures						
Contractual Services	500	7,000	7.1%	1,000	-50.0%	1,000
Fixed Charges	1,282,923	1,283,000	99.9%	1,257,455	2.0%	1,277,503
TOTALS	1,283,423	1,290,000	99.4%	1,258,455	1.9%	1,278,503
CHANGE IN NET ASSETS	-598,211	-3,000	99.4%	-670,030	1.9%	22,311
FUND BALANCE	125,724					723,936

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

AUXILIARY ENTERPRISES FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Federal Governmental Sources						
Student Tuition and Fees	133,186	161,000	82.7%	139,507	-4.5%	160,472
Sales and Service	17,143	53,840	31.8%	31,042	-44.7%	75,349
Facilities Revenue	49,948	110,000	45.4%	55,628	-10.2%	105,974
Investment Revenue	672	900	74.6%	764	-12.0%	901
Other Revenues	702,449	1,775,500	39.5%	695,810	.9%	1,822,681
TOTALS	903,399	2,101,240	42.9%	922,751	-2.1%	2,165,378
Expenditures						
Salaries	25,604	77,743	32.9%	45,872	-44.1%	121,602
Employee Benefits	4,997	13,154	37.9%	8,698	-42.5%	29,921
Contractual Services	699,190	1,800,555	38.8%	570,650	22.5%	1,774,174
General Materials and Supplies	26,521	71,305	37.2%	28,454	-6.7%	75,864
Conference & Meeting	22,963	77,941	29.4%	36,119	-36.4%	68,883
Fixed Charges	20,674	22,275	92.8%	20,430	1.1%	20,722
Capital Outlay						
Other Expenditures		950	0.0%	981		5,845
TOTALS	799,951	2,063,923	38.7%	711,207	12.4%	2,097,014
Transfers						
Transfers to Other Funds		97,616				102,284
Transfers From Other Funds		-97,616				-140,284
CHANGE IN NET ASSETS	103,447	37,317		211,544		106,363
FUND BALANCE	275,691					172,243

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

RESTRICTED PURPOSES FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Local Governmental Sources	7,244,265				0.0%	
State Governmental Sources	350,247			388,069	-9.7%	1,310,173
Federal Governmental Sources	1,786,609	497,675	358.9%	1,543,404	15.7%	3,697,513
Investment Revenue	32,960				0.0%	2,461
Other Revenues	153,047			139,745	9.5%	239,115
TOTALS	9,567,130	497,675	922.3%	2,071,219	361.9%	5,249,263
Expenditures						
Salaries	430,912	511,648	84.2%	379,722	13.4%	1,061,624
Employee Benefits	51,495	103,042	49.9%	48,618	5.9%	114,693
Contractual Services	46,509	500	301.9%	7,054	559.3%	34,941
General Materials and Supplies	33,436	5,450	613.5%	218,506	-84.7%	283,019
Conference & Meeting	20,572	7,666	268.3%	24,027	-14.3%	75,857
Fixed Charges	3,632,797			4,241	545.2%	8,483
Utilities				161		
Capital Outlay	218,902			5,937	586.9%	315,330
Other Expenditures	2,045,414	87,975	324.9%	2,073,280	-1.3%	3,830,983
TOTALS	6,480,041	716,281	904.6%	2,761,551	134.6%	5,724,933
Transfers						
Transfers to Other Funds						103,672
Transfers From Other Funds						-23,924
CHANGE IN NET ASSETS	3,087,088	-218,606		-690,331		-555,418
FUND BALANCE	3,338,915					251,827

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

WORKING CASH FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Investment Revenue	-5,477	90,000	-6.0%	-947	478.0%	84,221
TOTALS	-5,477	90,000	-6.0%	-947	478.0%	84,221
Expenditures						
Investment Revenue						
TOTALS						
Transfers						
Transfers to Other Funds		90,000				184,221
CHANGE IN NET ASSETS	-5,477			-947		-100,000
FUND BALANCE	1,965,306					1,970,783

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

TRUST AND AGENCY FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Other Revenues	11,295			8,306	35.9%	23,945
TOTALS	11,295			8,306	35.9%	23,945
Expenditures						
General Materials and Supplies						100
Conference & Meeting	70				0.0%	
Other Expenditures	9,667			7,221	33.8%	18,413
TOTALS	9,737			7,221	34.8%	18,513
CHANGE IN NET ASSETS	1,557			1,085	34.8%	5,432
FUND BALANCE	29,518					27,960

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

AUDIT FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Local Governmental Sources	13,867	27,000	51.3%	10,884	27.4%	25,795
Investment Revenue	-2	700	-.4%	-65	-95.5%	1,313
TOTALS	13,864	27,700	50.0%	10,819	28.1%	27,108
Expenditures						
Contractual Services	21,500	30,000	71.6%	26,550	-19.0%	26,550
TOTALS	21,500	30,000	71.6%	26,550	-19.0%	26,550
CHANGE IN NET ASSETS	-7,635	-2,300	71.6%	-15,730	-19.0%	558
FUND BALANCE	42,188					49,823

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

LIABILITY, PROTECTION & SETTLEMENT	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Local Governmental Sources	240,526	495,000	48.5%	245,546	-2.0%	518,290
Investment Revenue	156,903	150,000	104.6%	123,725	26.8%	246,325
Other Revenues		20,000	0.0%			9,118
TOTALS	397,430	665,000	59.7%	369,272	7.6%	773,734
Expenditures						
Salaries	45,520	133,995	33.9%	34,548	31.7%	124,422
Employee Benefits	123,967	306,858	40.4%	114,426	8.3%	254,563
Contractual Services	35,830	58,100	61.6%	15,465	131.6%	39,174
General Materials and Supplies	1,151	6,600	17.4%	1,992	-42.1%	5,231
Conference & Meeting		1,750	0.0%			1,457
Fixed Charges	26,734	35,000	76.3%	31,601	-15.4%	33,140
Utilities	358	4,000	8.9%	2,201	-83.7%	2,918
Capital Outlay		175,000	0.0%	9,200		56,992
TOTALS	233,562	721,303	32.3%	209,436	11.5%	517,901
CHANGE IN NET ASSETS	163,867	-56,303	32.3%	159,835	11.5%	255,833
FUND BALANCE	6,240,184					6,076,317

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

BUILDING BOND PROCEEDS FUND	2007-2008 YTD	2007-2008 Budget	YTD / Budget %	2006-2007 YTD	YTD % Chng fm Prev Yr	2006-2007 Total
Revenues						
Capital Outlay						
	------------	------------	----------	------------	----------	------------
TOTALS						
Expenditures						
Capital Outlay						
	------------	------------	----------	------------	----------	------------
TOTALS						
CHANGE IN NET ASSETS						
FUND BALANCE	6,240,184					6,076,317

Sauk Valley Community College
December 17, 2007

Agenda Item 2.7

Topic: **Faculty Resignation - Librarian**

Presented By: **Dr. George Mihel**

Presentation:

Wayne Finley, Librarian, has resigned his position. We thank him for his service to the College and wish him well in his future.

Recommendation:

The administration recommends the Board accept the resignation of Wayne Finley effective November 30, 2007.

Sauk Valley Community College
December 17, 2007

Agenda Item 2.8

Topic: **Faculty Resignation – Criminal Justice**

Presented By: **Dr. George Mihel**

Presentation:

Robert Denny has resigned his position for family reasons. We thank him for his years of service to the College and wish him well in his relocation back to New Mexico.

Recommendation:

The administration recommends the Board accept the resignation of Robert Denny effective December 15, 2007.

Sauk Valley Community College
December 17, 2007

Action Item 4.1

Topic: **Board Policy 409.01 Administrative Employment Contracts, Contract Continuation, and Contract Termination (Second Reading)**

Presented By: **Dr. George Mihel**

Presentation:

In accordance with the directive from the Board, the administration has rewritten Board Policy 409.01, Administrative Employment Contracts, Contract Continuation, and Contract Termination, to update, remove unnecessary procedural language, and to clarify policies.

The recommended revision is on the following page.

Recommendation:

The administration recommends the Board approve policy 409.01, Administrative Employment Contracts, Contract Continuation, and Contract Termination for second reading.

<u>409.01 Administrative Employment Contracts, Contract Continuation, and Contract Termination</u>

A. <u>Basic Term of Employment and Termination</u>

Administrators shall be employed for a one-year term. The contract of employment may be renewed by Board of Trustees' action on or before April 1st of the year in which the contract expires. Absent action by the Board to renew the contract of employment, the administrator's employment shall terminate at the end of the term. No action by the Board shall be necessary to effect termination at the end of the term of the contract.

B. <u>Contract Continuation</u>

1. After three years of full-time employment by the College on successive one-year contracts, an administrator shall be eligible for a rolling two-year contract.

2. "Rolling two-year contract" means that the employee shall have a two-year term of employment, which is renewable annually.

~~3. The granting of a rolling two-year contract shall be at the Board's sole discretion.~~

4 If a rolling two-year contract is granted by the Board, annual renewal shall be in the Board's discretion ***upon recommendation by the President.*** Renewal shall be by April 1st each year. ~~In considering the renewal, the Board shall consider the recommendations by the President, the annual evaluation of the employee, and any other considerations the Board deems relevant.~~

5. In the event of non-renewal of the rolling contract by April 1st of the school year preceding the final year of the contract, the contract of employment of the administrator shall automatically terminate at the end of the then current two-year term. No further action by the Board shall be necessary to effect the termination.

C. <u>Contract Termination During Term</u>

Anything in the foregoing notwithstanding, the employment of any administrator may be terminated prior to the end of the term of the contract under which the individual is employed, under the following circumstances:

1. Dismissal for cause as defined in these policies;

   and/or

2. Economic or program retrenchment.

D. Expectation of Employment

No Administrator to whom this policy is applicable shall have any expectation of employment beyond the term of the current contract, in the absence of specific formal action by the Board of Trustees in open session, granting an additional term of employment.

E. Applicability

This policy shall apply to all administrators ~~at the level of Coordinator and Assistant Director and above~~, except for the President. The President shall have a separate contract with the College.

02/12/79
12/19/83
08/27/93
09/24/93

Sauk Valley Community College
December 17, 2007

Action Item 4.2

Topic: **Board Policy 410.01 Transitional Policy Relating to Tenure for Administrative Positions**

Presented By: **Dr. George Mihel**

Presentation:

In accordance with the directive from the Board, the administration has rewritten Board Policy 410.01, Transitional Policy Relating to Tenure for Administrative Positions, to update, remove unnecessary procedural language, and to clarify policies.

The recommended revision is on the following page.

Recommendation:

The administration recommends the Board approve policy 410.01 Transitional Policy Relating to Tenure for Administrative Positions, to be deleted, for first reading.

410.01 Transitional Policy Relating to Tenure for Administrative Positions

~~Effective February 12, 1979, no type of tenure shall apply to any administrative position in the College. Contractual Continuation Policy 409.01 shall apply to administrative personnel, but not to instructional faculty members. As to individual administrators who have previously been awarded the status of tenure, the provisions relating to contractual continuation shall not apply unless such administrative staff member chooses to waive rights under tenure and accept a contract under the terms of contractual continuation. Individual administrators who have been awarded the status of tenure and who do not choose to enter into an agreement relating to contractual continuation may be removed from their administrative positions under the following circumstances:~~

- ~~Dismissal for cause as defined in these policies;~~
- ~~Reassignment by the President, subject to the Board's approval;~~
- ~~A request by the administrator to fill an instructional opening for which an administrator is qualified, subject, however, to Presidential recommendation and Board approval of an assignment. In the absence of a Presidential recommendation and Board approval, the administrator shall remain in the position and discharge his/her responsibilities;~~
- ~~Resignation;~~
- ~~Retrenchment; and/or~~
- ~~Retirement.~~

2/12/83
12/19/83

Sauk Valley Community College
December 17, 2007

Action Item 4.3

Topic: **Computer Purchase**

Presented By: **Dr. George Mihel, Alan Pfeifer**

Presentation:

The college does have an established computer replacement cycle. With the never-ending changes in technology the college must invest in current technology to the greatest practical level.

The following bids were received

Vendor	Manufacturer	Price
Dell	Dell	$708.74
HP	CDW-G	$807.90 Plus Delivery
Lenovo/IBM	Unique Computer	$722.00 Delivered

Recommendation:

The administration recommends the purchase of 125 Lenovo Desktop Computers, 2.3 G Core2Duo, 80 G HD, 2G RAM, 1G Ethernet, DVD, CDRW from Unique Computer, Sterling, IL, in the amount of $722.00 per unit at a total cost of $90,250.

Sauk Valley Community College
December 17, 2007

Action Item 6.1

Topic: **Full-time Sauk Valley Community College Faculty Association Contract**

Presented By: **Dr. George Mihel, Paula Meyer, Kathryn Snow**

Presentation:

Following closed session discussion, appropriate action may be taken on the Full-time Sauk Valley Community College Faculty Association Contract.

Recommendation:

The administration recommends the Board approve the Full-time Sauk Valley Community College Faculty Association Contract as presented.

Sauk Valley Community College
December 17, 2007

Action Item 6.2

Topic: **Health Insurance Changes**

Presented By: **Dr. George Mihel, Kathryn Snow**

Presentation:

If approved, the health insurance benefits outlined in the faculty contract should apply to all employees.

Recommendation:

The administration recommends that the Board approve the attached changes in health insurance benefits effective January 1, 2008.

BENEFITS SCHEDULE

Effective 1/1/08

HEALTH INSURANCE (Medical, Rx, Dental, Vision) — **Medical PPO-Network – ECOH.com**

Maximums	**In-Network** **PPO Discounts**	**Out of Network** **Non-PPO (No Discounts)**
Deductible	$100 Single $200 Single +1 $300 Family	$250 Single $500 Single +1 $750 Family
Out-of-Pocket Maximums (excludes Deductible)	$1,000 Single Max $2,000 Single +1 Max $3,000 Family Max	$2,500 Single Max $5,000 Single +1 Max $7,500 Family Max
Lifetime Maximum	$2,000,000	$2,000,000
BENEFITS	**EMPLOYEE PAYS**	**EMPLOYEE PAYS**
Physician Visit	$20 co-payment	30% after deductible
Preventative Physicals Well Baby Care	$0 $0 $20 co-payment	30% after deductible 30% after deductible 30% after deductible
Chiropractic	50% ($500 limit per year)	50% ($500 limit per year) after deductible
Diagnostic Testing	10% after deductible	30% after deductible
Hospitalization	10% after deductible	30% after deductible
Outpatient Surgery	10% after deductible	30% after deductible
Outpatient Rehab.	$20 co-payment	30% after deductible
Emergency	$100 co-payment	30% after deductible
Mental Health/Substance Abuse: Inpatient Intensive Outpatient Outpatient PPO-Sinnissippi Centers	 $30 per day (14 day maximum) $30 per day (14 day maximum) $15 per visit (21 day maximum) N/A	 50% (14 day maximum) 50% (14 day maximum) 50% (21 day maximum) $15 co-payment (21 visit maximum)
Other: Home Health Skilled Nursing Hospice Transplant Services Oral Surgery Durable Medical Equipment	 10% after deductible 10% after deductible 20% (4 month maximum) 10% after deductible 20% 20%	 30% after deductible 30% after deductible 30% after deductible 50% after deductible 30% after deductible 50% after deductible

Section 125 cafeteria plan	Available
Prescription card	$10 - generic $25 - name brand $45 – non-formulary 10% up to OPM – specialty drugs
Dental & Vision	Any licensed dental care provider, eye exam and/or prescription eye glasses/contacts. Reimbursement up to: $730 total per year – Single $950 total per year – Single +1 $1170 total per year – Family

Health Insurance Premiums Cost by Pay Period – Calendar Year	Single	Single +1	Family
2008	$0	$34.59 (24 pays) $43.69 (19 pays)	$71.88 (24 pays) $90.79 (19 pays)
2009	3% of Single cost per employee $12.34 cap – (24 pays) $15.58 cap – (19 pays)	8% of Single +1 cost per employee $50.92 cap – (24 pays) $64.32 cap – (19 pays)	11% of family cost per employee $96.67 cap – (24 pays) $122.11 cap – (19 pays)
2010	6% of Single cost per employee $27.09 cap – (24 pays) $34.21 cap – (19 pays)	10% of Single +1 cost per employee $70.00 cap – (24 pays) $88.43 cap – (19 pays)	13% of family cost per employee $125.67 cap – (24 pays) $158.74 cap – (19 pays)

Notes: 1) co-insurance benefits are based upon usual and customary amounts.
2) If employee utilizes an out-of-network facility or provider, the covered employee will not be penalized upon re-entering an in-network facility.
3) A list of preferred providers can be found at http://www.ecoh.com/director/index.asp. If your physician or hospital is not in the network, please contact the plan administrator.
4) The Health Insurance Summary Plan (Plan Document) can be found at http://www.svcc.edu/UserMenu/employees/forms/SummaryPlanDescription.pdf.

Health Insurance Plan Document Language Changes

Page 13

Current

Additional Accident Benefit – First $300 of submitted expenses paid at 100%. Annual deductible waived: limited to $300 per incident. Charges which exceed the maximum benefit allowed will be considered as any other Medical Expense, subject to all Plan Provisions, including applicable deductible, coinsurance, and/or co-payments.

1/1/08

Additional accident benefit deleted.

Page 14

Current

Benefit Percentage for Physician Services; include (but not limited to) office visits, diagnostic x-ray and lab, injections, allergy injections, in-patient hospital visits, surgical services (in-patient and out-patient) and emergency room care.

1/1/08

Benefit Percentage for Physician Services; include (but not limited to) office visits, diagnostic x-ray and lab, injections, allergy injections, in-patient hospital visits, surgical services (in-patient and out-patient) and emergency room care. **Diagnostic testing performed in physician's office is limited to $500 per day. Diagnostic charges over $500 per day will be applied to the deductible and co-insurance.**

Page 36

Current

Each employee will become eligible for Dependent coverage on the latest of the following:

1. The date he becomes eligible for participant coverage.
2. The date on which he first acquires a Dependent.
3. The date he first comes within the classification (if any) eligible for Dependent Coverage, as stated in the Plan Summary.

If both a husband and wife are employed by the College and both are eligible for coverage under this Plan, each may carry single coverage in lieu of family coverage. However, if either have eligible Dependents, only one may carry family coverage on the entire family unit. A person may not be covered as both an Employee and as a Dependent.

1/1/08

Each employee will become eligible for Dependent coverage on the latest of the following:

1. The date he becomes eligible for participant coverage.
2. The date on which he first acquires a Dependent.

3. The date he first comes within the classification (if any) eligible for Dependent Coverage, as stated in the Plan Summary.

For employees hired after 1/1/08, if the employee's spouse is eligible for insurance through the spouse's employer, the spouse must elect coverage from the spouse's employer to be eligible for secondary coverage under the single+1 or family election of the Sauk Valley Community College Group Health Plan. For those employees hired before 1/1/08 who currently do not have a spousal election and choose to elect to add a spouse to coverage after 1/1/08 there will be a $1,000 annual surcharge pro-rated by pay period in addition to normal plan premiums under the single+1 or family election of the Sauk Valley Community College Group Health Plan. All employees who currently have elected spousal coverage through single+1 or family election of the Sauk Valley Community College Group Health Plan shall be allowed to continue such coverage without the $1,000 additional surcharge.

If both a husband and wife are employed by the College and both are eligible for coverage under this Plan, each may carry single coverage in lieu of family coverage. However, if either have eligible Dependents, only one may carry family coverage on the entire family unit. A person may not be covered as both an Employee and as a Dependent.

If employee is covered under the Sauk Valley Community College Group Health and chooses to elect out of coverage as of 1/1/08 or after, the College will pay a $1,000 annual benefit replacement which will be pro-rated by pay period.

Page 40

Current

During Open Enrollment, eligible employees and their eligible dependents are able to change their benefits election. Benefit choices made during Open Enrollment will become effective on the first day of the calendar month following the submission of the benefit election change made under Open Enrollment, and will remain in effect until the next Open Enrollment benefit election.

1/1/08

During the Open Enrollment **period of May 1st through May 31st**, eligible employees and their eligible dependents are able to change their benefit election. Benefit choices made during Open Enrollment will become effective on **July 1st** and will remain in effect until the next Open Enrollment benefit election.