

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
AGENDA

Third Floor Board Room  
Dixon, IL

February 28, 2011  
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, January 24, 2011**
  - 2.3 Treasurer's Report**
  - 2.4 Bills Payable**
  - 2.5 Payrolls**

January 31, 2011	\$242,190.94
February 15, 2011	\$277,305.29
  - 2.6 Budget Report**
- 3.0 Reports/Information**
  - 3.1 President's Report: HLC – Tom Gospodarczyk**
  - 3.2 Reports/Comments from Board Members**
  - 3.3 Communication from Visitors**
  - 3.4 Board Policy Review – Board Policies: Board Policy 419.01 Fringe Benefits; Board Policy 420.01 Other Leaves; 420.02 Jury Duty; 421.01 Outside Employment**
- 4.0 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)**
- 5.0 Action Items.**
  - 5.1 Board Policy 409.01 Administrative Employment Contracts, Contract Continuation and Contract Termination – Second Reading**
  - 5.2 Full-time Faculty Appointments 2011-2012**
  - 5.3 Floor Scrubber Purchase**
  - 5.4 Full-time Staff One-Time Stipend**
  - 5.5 Part-time Staff One-Time Stipend**
  - 5.6 Faculty Retirement**
- 6.0 Approval of Closed Session Minutes of January 24, 2011**
- 7.0 Adjournment**

**SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING  
MINUTES  
February 28, 2011**

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on February 28, 2011, in the Board Room at Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

Ed Andersen	Joan Padilla
Andrew Bollman	Scott Stoller
Robert Thompson	Lisa Wiersema
William Simpson	Student Trustee Sisson

**Absent:** None

**SVCC Staff:** President Dr. George Mihel  
Attorney Miller  
Dean of Information Services Alan Pfeifer  
Dean of Business Services Paula Meyer  
Director of Human Resources Kathryn Snow  
Dean of Instructional Services Mary Lou Kidder  
Dean of Institutional Research and Planning Tom Gospodarczyk  
Administrative Assistant Debra Dillow

**Consent Agenda:** It was moved by Member Simpson and seconded by Member Bollman to approve the Consent Agenda. In a roll call vote, all voted aye. Student Trustee Sisson advisory vote: aye. Motion carried.

**President's Report:** Heard Dr. Mihel provide a transfer report to the Board comparing the GPA's of students who transfer to Western Illinois University from Sauk and other students. The report indicates that our transfer students have higher GPA's than those of other students. Dr. Mihel also distributed comparison figures for finances with our college peer groups and reported on our state funding in arrears. Dr. Mihel distributed a copy of the Sauk Valley Newspaper column he was asked to write on education. Tom Gospodarczyk provided the Board with an update on the preparation for the Higher Learning Commission upcoming accreditation visit.

Reports:

*ICCTA Report:* Member Bollman indicated that he will attend the ICCTA meeting scheduled for March 11, 2011.

*Foundation:* Chair Andersen indicated that there will be a Foundation meeting on March 1, 2011.

*Student Trustee Report:* Student Trustee Sisson provided an overview of upcoming events.

Board Policy Review:

Dr. Mihel reviewed Board Policies 420.01 Other Leaves; 420.02 Jury Duty; 421.01 Outside Employment; Board Policy and will recommend no changes and Board Policy 419.01 Fringe Benefits and will recommend changes.

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

It was moved by Member Stoller and seconded by Member Thompson that the Board approve Board Policy 409.01 Administrative Employment Contracts and Contract Continuation and Contract Termination for second reading. In a roll call vote, all voted aye. Student Trustee Sisson advisory vote: aye. Motion carried.

Full-time Faculty  
Appointments  
2011-2012:

It was moved by Member Bollman and seconded by Member Wiersema that the Board approve the faculty contracts as presented effective fall 2011. In a roll call vote, all voted aye. Student Trustee Sisson advisory vote: aye. Motion carried.

Floor Scrubber Purchase:

It was moved by Member Thompson and seconded by Member Stoller that the Board approve the bid from Am-San Supply Company for an Advenger X2805 EcoFlex Riding Floor Scrubber in the amount of \$11,338.16, to be paid from funding bonds. In a roll call vote, all voted aye. Student Trustee Sisson advisory vote: aye. Motion carried.

Full-time/Part-time Staff  
One-time Stipend:

It was moved by Member Simpson and seconded by Member Stoller that the Board approve the one-time stipend of \$1,000 to each full-time member of the administration, professional technical, and support groups hired prior to 10/1/10; \$500 to those individuals hired 10/1/10 to 12/31/10 and a one-time \$500 stipend for all permanent part-time employees hired before 10/1/10 working 16 hours or more per week; \$250 for those hired between 10/10/10 and 12/31/10. In a roll call vote, all voted aye. Student Trustee Sisson advisory vote: aye. Motion carried.

Faculty Retirement: It was moved by Member Padilla and seconded by Member Wiersema that the Board approve the retirement of faculty member Mr. Loren Niemeyer, effective May 31, 2011. In a roll call vote, all voted aye. Student Trustee Sisson advisory vote: aye. Motion carried.

Closed Session: At 7:26 p.m. it was moved by Member Stoller and seconded by Member Sisson 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.

The Board returned to regular session at 8:00 p.m.

Closed Session Minutes of January 24, 2011: It was moved by Member Bollman and seconded by Member Stoller that the Board approve the Closed Session Minutes of January 24, 2011. In a roll call vote, all voted aye. Student Trustee Sisson advisory vote: aye. Motion carried.

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

The meeting adjourned at 8:05 p.m.

Next Meeting: The next regular meeting of the Board will be at 7:00 p.m. on March 28, 2011 in the Board Room.

Respectfully Submitted,

Jean Padilla, Secretary - Pro tem



SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES - TREASURER'S REPORT  
As of January 31, 2011

CHECKING ACCOUNTS

INTEREST BEARING ACCOUNTS

General Account - Sterling Federal Bank  
Illinois Funds - Firststar Bank, Springfield  
SUBTOTAL

MONEY MARKET

Merrill Lynch Wealth Management	1.000	129,898.37
SFB Investment Center - Federated Capital Reserves	0.000	53,086.19
SFB Investment Center - Federated US Treasury	0.000	4,152,175.44
SUBTOTAL		4,335,160.00

TOTAL CHECKING ACCOUNTS

2/28/11

INVESTMENTS

FINANCIAL INSTITUTION

	MATURITY	
	DATE	
Farmers State Bank, Sublette	02-17-11	2.000
People's Bank, Tampico	04-14-11	0.500
First National Bank, Amboy	07-23-11	0.750
Farmers State Bank, Sublette	08-13-11	0.750
SUBTOTAL		3,500,000

MERRILL LYNCH:

	YIELD	PRICE
Federal Home Ln Mtg Crp Refrnce	2.600	578,818.00
Federal Home Ln Bks Cons Bd	3.450	661,323.00
Federal Home Ln Bks Cons Bd	2.709	663,838.50
Federal Farm Cr Bks Cons Bd	1.359	623,313.35
Federal Farm Cr Bks Cons Bd	1.740	609,150.80
Federal Farm Cr Bks Global Cons Bd	2.147	634,626.00
Federal Natl Mtg Assn Call	4.750	432,872.00
Federal Hom Ln Mtg Corp	1.625	723,549.60
Federal Home Loan Bank	1.446	401,092.00
Federal Home Loan Bank	1.050	495,735.00
SUBTOTAL		5,824,318.25

SFB INVESTMENT CENTER - CHALLENGE GRANTS

Integra Bk Natl Assn Evansville IN CTF	09-26-11	1.000	150,000.00
Venture Bk Bloomington, MN CTF	03-07-12	1.000	240,000.00
Ally Bank Midvale Utah CTF	03-26-12	1.250	250,000.00
Probank Tallahassee FL CTF	03-26-12	1.200	250,000.00
Arkway Bk & Tr Harwood Heights, IL	04-02-12	1.300	250,000.00
Farmers St Bk Hartland MN CTF	09-24-12	1.350	150,000.00
Integra Bk Natl Assn Evansville IN CTF	10-01-12	1.550	100,000.00
Southwest Cap Bk Natl Assn Ft Myers, FL	12-26-12	1.500	200,000.00
American Express Centurion Bk Salt	03-25-13	2.000	250,000.00
Bridgeview Bk Group IL CTF	03-25-13	1.700	250,000.00
Doral Bk Catano P R	05-28-13	2.000	250,000.00
			2,340,000.00

SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY

Edward Orlin

BOARD CHAIR

Joan M. Paulk

BOARD SECRETARY

SFB INVESTMENT CENTER - FUNDING BONDS

U.S. Treasury Securities	01-31-12	0.875	2,500,000.00
Bank of China, New York City NY	07-16-12	1.000	250,000.00
Florida Cap Bk Natl Assn Jacksonville	07-19-12	1.150	250,000.00
Wilmington TR CO DEL	01-14-13	1.250	250,000.00
GE Money Bk Instl, Draper, UT	01-16-13	1.250	250,000.00
Banco Bilbao Vizcaya Argentaria, P R	01-23-13	1.450	250,000.00
Citizens Bk Flint, MI	01-28-13	1.300	250,000.00
Avenue Bk Nashville, TN	01-28-13	1.200	250,000.00
BMW BK North Amer, Salt Lake City, UT	01-30-13	1.250	250,000.00
Panhandle St Bank, Sandpoint, ID CTF	02-27-13	1.500	250,000.00
Middleton Community Bank, WI	04-05-13	1.250	250,000.00
			<u>5,000,000.00</u>
<b>TOTAL INVESTMENTS</b>			<u><b>\$16,664,318.25</b></u>

Sauk Valley Community College  
Board of Trustees  
February 28, 2011

Summary of Bills Payable Amount

General Operating Funds \$ 943, 004.60

SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY

Edward Anderson  
BOARD CHAIR

Jeanne Palubka  
BOARD SECRETARY

DATE 2/28/11

Sauk Valley Community College  
Check Register  
From 01/23/11 To 02/28/11

Sauk Valley Community College  
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PAYEE/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	
				ITEM	AMOUNT
Anderson, Kyli	01	Accounts Payable	Online Refund	59.40	
Arthurs, Joshua	01	Accounts Payable	Online Refund	1,668.60	
Ashpole, Morgan	01	Accounts Payable	Online Refund	297.00	
Augustine, Robert	01	Accounts Payable	Online Refund	775.00	
Austin, Patricia	01	Accounts Payable	SEOG	250.00	
Bass, Candice	01	Accounts Payable	Dir In Ref	2,239.00	
Bates, James	01	Accounts Payable	Dir In Ref	285.17	
Bates, James	01	Accounts Payable	SEOG	50.00	
Batten, Jeffrey	01	Accounts Payable	Online Refund	297.00	
Beck, Sarah	01	Accounts Payable	Dir In Ref	1,275.00	
Becker, Kaylene	01	Accounts Payable	Dir In Ref	2,672.00	
Behrens, Cody	01	Accounts Payable	Online Refund	297.00	
Behrens, Cody	01	Accounts Payable	Online Refund	312.00	
Bender, Amanda	01	Accounts Payable	Dir In Ref	1,742.00	
Bengle, Rebecca	01	Accounts Payable	Alternative Loan	2,811.67	
Berry, Sarah	01	Accounts Payable	Dir In Ref	1,742.00	
Blackburn, Joe	01	Accounts Payable	Online Refund	609.00	
Bock, Danica	01	Accounts Payable	Dir In Refund	500.16	
Boesen, Edward	01	Accounts Payable	Online Refund	213.00	
Bond, Alka	01	Accounts Payable	Dir In Ref	1,742.00	
Boss, Brandon	01	Accounts Payable	Dir In Ref	386.00	
Boston, Michael	01	Accounts Payable	Dir In Ref	8.38	
Boyd, Dorothy	01	Accounts Payable	Dir In Ref	891.00	
Boyd, Loratta	01	Accounts Payable	Online Refund	180.00	
Boyle, Yolanda	01	Accounts Payable	Dir In Ref	1,742.00	
		Accounts Payable	Fell	416.00	

REPORT SVCS/CHKR  
FISCAL YEAR 2011

Sauk Valley Community College  
Check Register  
From 01/20/11 To 02/28/11

PAYER/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM	AMOUNT
Boyle, Courtney	01	Accounts Payable	Dir In Ref	435.00		
Bradley, Angela	01	Accounts Payable	Online Refund	297.00		
Bridgeman, Kyle	01	Accounts Payable	Online Refund	399.33		
Brown, Angela	01	Accounts Payable	Dir In Ref	455.42		
Brown, Erika	01	Accounts Payable	Dir In Ref	1,535.67		
Brown, Tanner	01	Accounts Payable	SEOG	250.00		
Brown, Tierney	01	Accounts Payable	Online Refund	297.00		
Brushaber, Ashton	01	Accounts Payable	SEOG	200.00		
Burgett, Tabatha	01	Accounts Payable	Dir In Ref	498.00		
Burkhart, Stephanie	01	Accounts Payable	Dir In Ref	1,742.00		
Burn, Treva	01	Accounts Payable	IL Sheriff Assoc Schol	165.00		
Bush, Patty	01	Accounts Payable	SEOG	256.00		
Byrd, Margaret	01	Accounts Payable	Scholarship	500.00		
Byrd, Tyler	01	Accounts Payable	Online Refund	7.00		
Cadenas, Cynthia	01	Accounts Payable	Hay Memorial Schol	350.00		
Calhoun, Chadwick	01	Accounts Payable	Direct Loan	871.00		
Camacho, Carlos	01	Accounts Payable	Dir In Ref	1,742.00		
Cardwell, Shayna	01	Accounts Payable	SEOG	200.00		
Carlson, Brade	01	Accounts Payable	Dir In Ref	409.56		
Carolus, Emily	01	Accounts Payable	Online Refund	703.00		
Carroll, Dana	01	Accounts Payable	SEOG	250.00		
Castillo, Luis	01	Accounts Payable	Online Refund	55.00		
Cavazos, John	01	Accounts Payable	Dir In Ref	164.00		
Chambers, Dustie	01	Accounts Payable	Dir In Bal	350.29		
Chapman, Barbara	01	Accounts Payable	Dir In Bal	1,742.00		
Cicchetti, Kelly	01	Accounts Payable	SEOG	250.00		

PAYER/VENDOR	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
FUND				
Ciskowski, Shannon		Accounts Payable	Dir In Bal	1,742.00
Cisneros, Angelica		Accounts Payable	Peil	16.00
Clark, Melanie		Accounts Payable	Dir In Bal	265.66
Clevenger, Breanna		Accounts Payable	Dir In Bal	7.90.00
Cobb, Krystal		Accounts Payable	Direct Loan	60.32
Comer, Rhonda		Accounts Payable	Dir In Bal	2,239.00
Conway, Lorena		Accounts Payable	SEOG	250.00
Cooper, Brittany		Accounts Payable	Dir In Bal	311.67
Crawford, Michele		Accounts Payable	Online Refund	75.00
Cridle, Jacquelyn		Accounts Payable	Dir In Bal	237.60
Cronwell, Pamela		Accounts Payable	Dir In Ref	1,742.00
Chilivan, Keith		Accounts Payable	Dir In Bal	1,186.39
Cusumano, Lesley		Accounts Payable	Dir In Bal	727.21
Davilo, Denise		Accounts Payable	Dir In Bal	2,239.00
Davis, Angela		Accounts Payable	Dir In Bal	229.29
Day, Andrea		Accounts Payable	Dir In Bal	1,742.00
Day, Ashley		Accounts Payable	Dir In Bal	423.00
Dayton, Kelly		Accounts Payable	Dir In Bal	501.87
DeClerk, Joseph		Accounts Payable	Direct Loan	2,737.00
DeCrane, Carrie		Accounts Payable	Dir In Bal	1,742.00
DeLong, Alyssa		Accounts Payable	Online Refund	535.33
DeVries, Drew		Accounts Payable	Online Refund	396.00
Deter, Sarah		Accounts Payable	Scholarship	500.00
Deting, Adam		Accounts Payable	Online Refund	396.00
Devine, Laura		Accounts Payable	Online Refund	416.00
Dewey, Meredith		Accounts Payable	Dir In Bal	1,742.00

Sauk Valley Community College  
Check Register  
From 01/20/11 To 02/28/11

PAYER/VENOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Diehl, Andrew	01	Accounts Payable	Online Refund	52.80	52.80
Dixon, Mary	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Dober, Ashley	01	Accounts Payable	Dir In Bal	116.39	116.39
Donoho, Kelly	01	Accounts Payable	Dir In Bal	1,378.81	1,378.81
Downey, Stephanias	01	Accounts Payable	SEOG	150.00	150.00
Driessens, Koriisa	01	Accounts Payable	SEOG	250.00	250.00
Dunbar, Glenda	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Dvorak, Christine	01	Accounts Payable	SEOG	250.00	250.00
Eaton, Deborah	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Edge, Courtney	01	Accounts Payable	Online Refund	138.67	138.67
Ellis, Gina	01	Accounts Payable	Dir In Bal	489.82	489.82
Ellis, Kimberly	01	Accounts Payable	SEOG	250.00	250.00
Ellis, Nicole	01	Accounts Payable	Dir In Bal	1,142.02	1,142.02
Emells, Todd	01	Accounts Payable	Dir In Bal	476.60	476.60
Escalante, Ivett	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Escobar, Sanduana	01	Accounts Payable	Dir In Bal	709.19	709.19
Eychaner, Danielle	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Fane, Jase	01	Accounts Payable	Dir In Bal	145.70	145.70
Fairington, Heather	01	Accounts Payable	Direct Loan	297.00	297.00
Felder, Kalen	01	Accounts Payable	Online Refund	747.00	747.00
Feli, Stacy	01	Accounts Payable	Direct Loan	871.00	871.00
Feitzen, Allyson	01	Accounts Payable	SEOG	250.00	250.00
Ferneau, Megan	01	Accounts Payable	Dir In Ref	331.00	331.00
Ferneau, Megan	01	Accounts Payable	Online Refund	285.00	285.00
Ferneau, Megan	01	Accounts Payable	Online Refund	25.00	25.00
Retzer, Brandy	01	Accounts Payable	Dir In Bal	1,762.00	1,762.00

Stauk Valley Community College  
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PAYER/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Fitzgerald, April	01	Accounts Payable	Dir In Bal	353 .33	353 .33
Floray, Amy	01	Accounts Payable	Dir In Bal	302 .00	302 .00
Flynn, Brandy	01	Accounts Payable	Dir In Bal	1,394 .40	1,394 .40
Fonder, Erik	01	Accounts Payable	Dir In Bal	742 .00	742 .00
Fonder, Erik	01	Accounts Payable	Dir In Bal	1,000 .00	1,000 .00
Fredericks, Mark	01	Accounts Payable	Dir In Bal	500 .00	500 .00
Free, Christopher	01	Accounts Payable	Dir In Bal	498 .00	498 .00
Fredericks, Mark	01	Accounts Payable	Dir In Bal	169 .15	169 .15
Frey, Chance	01	Accounts Payable	Pell	1,388 .00	1,388 .00
Frieberg, Kristin	01	Accounts Payable	Direct Loan	871 .00	871 .00
Fritz, Irene	01	Accounts Payable	Dir In Bal	1,742 .00	1,742 .00
Gapski, Crystal	01	Accounts Payable	Direct Loan	871 .00	871 .00
Gardner, Jacob	01	Accounts Payable	Dir In Bal	250 .00	250 .00
Garza, Tara	01	Accounts Payable	SEOG	500 .00	500 .00
Garza, Tara	01	Accounts Payable	Scholarship	198 .00	198 .00
Getzendaner, Travis	01	Accounts Payable	Online Refund	2,239 .00	2,239 .00
Giddings, Christa	01	Accounts Payable	Online Refund	10 .00	10 .00
Gilbert, Ryan	01	Accounts Payable	SEOG	250 .00	250 .00
Gillette, Patrick	01	Accounts Payable	Dir In Bal	1,742 .00	1,742 .00
Goff, Matthew	01	Accounts Payable	Dir In Bal	1,101 .00	1,101 .00
Gonzalez, Caitlin	01	Accounts Payable	Online Refund	297 .00	297 .00
Gray, Catherine	01	Accounts Payable	SEOG	250 .00	250 .00
Green, Courtney	01	Accounts Payable	Online Refund	297 .00	297 .00
Greer, Thomas	01	Accounts Payable	Dir In Bal	1,742 .00	1,742 .00
Gremba, Andrew	01	Accounts Payable	SEOG	250 .00	250 .00

Sauk Valley Community College  
Check Register  
From 01/20/11 To 02/28/11

PAYEE/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Grimes, Joshua	01	Accounts Payable	Dir In Bal	54.45	54.45
Grimes, Valerie	01	Accounts Payable	Direct Loan	848.58	848.58
Groff, Krysta	01	Accounts Payable	Dir In Bal	1,244.00	1,244.00
Grooms, Monica	01	Accounts Payable	Dir In Bal	1,249.00	1,249.00
Querreyo, Clara	01	Accounts Payable	SEOG	125.00	125.00
Haag, Ann	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Hahn, Christopher	01	Accounts Payable	Dir In Bal	235.00	235.00
Hall, Bethany	01	Accounts Payable	SEOG	250.00	250.00
Hall, Danielle	01	Accounts Payable	Online Refund	140.33	140.33
Hall, Heather	01	Accounts Payable	Online Refund	237.60	237.60
Hamilton, Jessica	01	Accounts Payable	SEOG	250.00	250.00
Harris, Crystal	01	Accounts Payable	Dir In Bal	184.01	184.01
Hartman, Hillary	01	Accounts Payable	Online Refund	316.80	316.80
Hartman, Hillary	01	Accounts Payable	Online Refund	312.00	312.00
Hauger, James	01	Accounts Payable	SEOG	250.00	250.00
Heaton, Dustin	01	Accounts Payable	Dir In Bal	37.36	37.36
Heckert, Brandon	01	Accounts Payable	Dir In Bal	1,369.00	1,369.00
Heiden, Richard	01	Accounts Payable	Online Refund	35.00	35.00
Helgason, Bonnie	01	Accounts Payable	Online Refund	20.00	20.00
Hermes, Kaitlin	01	Accounts Payable	Online Refund	27.80	27.80
Heimes, Lindsay	01	Accounts Payable	Dir In Bal	93.00	93.00
Hernandez, Maribel	01	Accounts Payable	Dir In Bal	895.63	895.63
Hibbard, Jack	01	Accounts Payable	Dir In Bal	775.98	775.98
Hickey, Richard	01	Accounts Payable	Dir In Bal	83.65	83.65
Hohlen, Katie	01	Accounts Payable	Scholarship	500.00	500.00
Holmes, Michele	01	Accounts Payable	Dir In Bal	445.00	445.00

Spau Valley Community College  
Check Register  
From 01/20/11 To 02/28/11

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PAYER/VENOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Holuj, Carrie	01	Accounts Payable	Dir In Bal	368.61	
Hopkins, Amanda	01	Accounts Payable	Online Refund	15.00	
Hopkins, Matthew	01	Accounts Payable	Foundation	50.00	
Hopkins, Matthew	01	Accounts Payable	Dir In Bal	2,239.90	
Hubbard, Austin	01	Accounts Payable	SEOG	200.00	
Huffman, Caleb	01	Accounts Payable	Dir In Bal	46.77	
Hughes, Bridget	01	Accounts Payable	Online Refund	133.50	
Hughes, Sean	01	Accounts Payable	Online Refund	249.60	
Hunt, Rayla	01	Accounts Payable	Dir In Bal	2,239.00	
Hutson, Margaret	01	Accounts Payable	Dir In Bal	293.00	
Inskeep, Melissa	01	Accounts Payable	Online Refund	150.00	
Jackson, Laura	01	Accounts Payable	Dir In Bal	2,239.00	
Jacobson, Zachary	01	Accounts Payable	Online Refund	297.00	
Johnson, Brittany	01	Accounts Payable	Dir In Bal	1,244.00	
Johnson, Erin	01	Accounts Payable	Dir In Bal	324.01	
Johnson, Jenna	01	Accounts Payable	Dir In Bal	62.57	
Johnson, Jody	01	Accounts Payable	Online Refund	50.00	
Johnson, Julie	01	Accounts Payable	Dir In Bal	1,120.00	
Johnson, Mary	01	Accounts Payable	Online Refund	50.00	
Johnson-Doty, Raymond	01	Accounts Payable	Direct Loan	1,742.00	
Jones, Melissa	01	Accounts Payable	Dir In Bal	1,442.83	
Jones, Russell	01	Accounts Payable	Dir In Bal	2,239.00	
Jones, Tonya	01	Accounts Payable	Direct Loan	846.00	
Jordan, Rebecca	01	Accounts Payable	SEOG	250.00	
Juarez, Jami	01	Accounts Payable	Dir In Bal	1,001.00	
Juarez, Kayla	01	Accounts Payable	Dir In Bal	1,153.73	

Bank Valley Community College  
Check Register -  
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PAYER/VENDOR	AMOUNT	ORGANIZATION	ACCOUNT	COMMODITY
Juda, Corey	01		Accounts Payable	Online Refund
Kendrick, Montell	01		Accounts Payable	Direct Loan
Kent, Lynette	01		Accounts Payable	Online Refund
Kierczynski, Desiree	01		Accounts Payable	Dir In Bal
Killingger, Grant	01		Accounts Payable	Dir In Bal
Killingger, Grant	01		Accounts Payable	Reverse
Kittle, Nicole	01		Accounts Payable	Dir In Bal
Knepier, Jennifer	01		Accounts Payable	Dir In Bal
Koster, Scott	01		Accounts Payable	Dir In Bal
Krager, Joshua	01		Accounts Payable	Direct Loan
Kriebs, Matt	01		Accounts Payable	Online Refund
Kriz, Nichole	01		Accounts Payable	Dir In Bal
Lamb, Dylan	01		Accounts Payable	Dir In Bal
Lange, Thomas	01		Accounts Payable	Online Refund
Harson, Angela	01		Accounts Payable	SEOG
Laundy, Eric	01		Accounts Payable	Online Refund
Lawson, Emily	01		Accounts Payable	Online Refund
LePevre, Hope	01		Accounts Payable	Dir In Bal
LePevre, Hope	01		Accounts Payable	Dir In Bal
Levare, Stephanie	01		Accounts Payable	Dir In Bal
Lemus, Laura	01		Accounts Payable	Online Refund
Lewis, Jacob	01		Accounts Payable	Dir In Bal
Lewis, Jacob	01		Accounts Payable	SEOG
Lindstrom, Ryan	01		Accounts Payable	Online Refund

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PAYEE/ENDORSE	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Lombardi, Michael	FUND			
Long, Haley	01	Accounts Payable	Direct Loan	596.60
Loomis, Shawn	01	Accounts Payable	Dir In Bal	498.00
Lopez, Andrea	01	Accounts Payable	Dir In Bal	2,239.00
Lybarger, Jamie	01	Accounts Payable	SEOG	250.00
Macke, Sheldon	01	Accounts Payable	Dir In Bal	1,294.00
Markel, Diane	01	Accounts Payable	Dir In Bal	144.56
Mario, Sheila	01	Accounts Payable	Online Refund	30.00
Maves, Antony	01	Accounts Payable	SEOG	250.00
Maxwell, Tracey	01	Accounts Payable	Dir In Bal	250.00
Mayfield, Douglas	01	Accounts Payable	Online Refund	871.00
McBride, Shelby	01	Accounts Payable	Dir In Bal	198.00
McCormick, Nancy	01	Accounts Payable	Online Refund	1,166.80
McBride, Sheila	01	Accounts Payable	Dir In Bal	1,420.00
McBride, Heather	01	Accounts Payable	Online Refund	20.00
McCormick, Michael	01	Accounts Payable	Dir In Bal	1,742.00
McDivitt, Devin	01	Accounts Payable	SEOG	250.00
McDonnell, Mark	01	Accounts Payable	Online Refund	15.00
McBuffy, Cody	01	Accounts Payable	Dir In Bal	1,673.18
McGee, Lisa	01	Accounts Payable	Dir In Bal	1,742.00
McGrady, Karah	01	Accounts Payable	Dir In Bal	21.18
Meier, Jeanette	01	Accounts Payable	Dir In Bal	1,742.00
Meiners, Kourtney	01	Accounts Payable	Dir In Bal	1,742.00
Mendiaz, Benjamin	01	Accounts Payable	Dir In Bal	1,990.00
Meyer, Seth	01	Accounts Payable	Online Refund	297.00

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PAIER/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Miller, Jennifer	01	Accounts Payable	SEOG	250.00	
Miller, Jill	01	Accounts Payable	SEOG	250.00	
Millei, Maria	01	Accounts Payable	Dir In Bal	120.00	
Mitchell, Ronald	01	Accounts Payable	Dir In Bal	1,742.00	
Mitchell, Ronald	01	Accounts Payable	SEOG	250.00	
Monk, Desiree	01	Accounts Payable	Dir In Bal	1,742.00	
Moore, Kaitlin	01	Accounts Payable	SEOG	250.00	
Moore, Stanley	01	Accounts Payable	Dir In Bal	1,742.00	
Moseley, William	01	Accounts Payable	Dir In Bal	1,742.00	
Moss, Jonathan	01	Accounts Payable	Online Refund	431.00	
Munford, Samantha	01	Accounts Payable	Dir In Bal	995.00	
Murphy, Ashley	01	Accounts Payable	Dir In Bal	871.00	
Neal, Melissa	01	Accounts Payable	Dir In Bal	311.00	
Nelson, Ashley	01	Accounts Payable	Dir In Bal	716.78	
Nelson, Erika	01	Accounts Payable	Dir In Bal	871.00	
Neupauer, Aaron	01	Accounts Payable	Dir In Bal	693.79	
Neupauer, Aaron	01	Accounts Payable	SEOG	250.00	
Neubauer, Drew	01	Accounts Payable	Dir In Bal	430.00	
Newcomer, Jeffrey	01	Accounts Payable	Dir In Bal	1,463.00	
Neuman, Karen	01	Accounts Payable	Dir In Bal	155.86	
Nielsen, Brandy	01	Accounts Payable	SEOG	250.00	
Nielsen, Brandy	01	Accounts Payable	Dir In Bal	1,742.00	
Norup, Amanda	01	Accounts Payable	SEOG	250.00	
Nutt, Shellie	01	Accounts Payable	Dir In Bal	871.00	
Nyberg, Cheri	01	Accounts Payable	Dir In Bal	109.00	
Nyberg, David	01	Accounts Payable	Dir In Bal	871.00	
Nye, Christopher	01	Accounts Payable	Dir In Bal	1,742.00	
				271.00	

PAYER/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
O'Bryant, Adrienne	01	Accounts Payable	Dir In Bal	434.00	434.00
Qester, Margaret	01	Accounts Payable	Online Refund	24.00	24.00
Olaide, Amanda	01	Accounts Payable	Online Refund	237.60	237.60
Olsen, Tammy	01	Accounts Payable	Dir In Bal	2,240.00	2,240.00
Osborn, Suzanne	01	Accounts Payable	Dir In Bal	1,070.16	1,070.16
Pecher, Kayla	01	Accounts Payable	Dir In Bal	727.00	727.00
Person, Kara	01	Accounts Payable	Alternative Loan Ref	3,041.50	3,041.50
Peterson, Beverly	01	Accounts Payable	Online Refund	20.00	20.00
Peterson, Beverly	01	Accounts Payable	Online Refund	50.00	50.00
Phelps, Michelle	01	Accounts Payable	Direct Loan	1,617.00	1,617.00
Phillips, David	01	Accounts Payable	Online Refund	3,800.00	3,800.00
Phillips, Fanny	01	Accounts Payable	Online Refund	249.60	249.60
Poggensee, Emily	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Prashad, Nilima	01	Accounts Payable	Dir In Bal	2,239.00	2,239.00
Ramage, Sara	01	Accounts Payable	Dir In Bal	920.00	920.00
Reed, Kelsey	01	Accounts Payable	Dir In Bal	455.63	455.63
Reynolds, Jessica	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Reynolds, Jessica	01	Accounts Payable	SECG	150.00	150.00
Rich, Thomas	01	Accounts Payable	Online Refund	75.00	75.00
Richard, Joy	01	Accounts Payable	Dir In Bal	348.27	348.27
Richter, Timothy	01	Accounts Payable	Direct Loan	1,120.00	1,120.00
Riegle, Nikki	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Riley, Elizabeth	01	Accounts Payable	Dir In Bal	1,194.00	1,194.00
Rizo Moketa, Pavel	01	Accounts Payable	Dir In Bal	1,742.00	1,742.00
Robbins, Nathan	01	Accounts Payable	Online Refund	124.51	124.51
Rodriguez, Carrie	01	Accounts Payable	Online Refund	198.00	198.00

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Rogers, Matthew	01	Accounts Payable	Dir In Bal	568.67
Romero, Jericho	01	Accounts Payable	Dir In Bal	430.00
Rozana, Abigail	01	Accounts Payable	Online Refund	15.00
Ruchotzke, Ashley	01	Accounts Payable	Dir In Bal	290.00
Rumoro, Leeniece	01	Accounts Payable	Dir In Bal	1,742.00
Rumoro, Leeniece	01	Accounts Payable	SEOG	250.00
Russell, Stephanie	01	Accounts Payable	Dir In Bal	207.33
Rutledge, Lois	01	Accounts Payable	Dir In Bal	2,142.00
Ryan, James	01	Accounts Payable	Dir In Bal	249.98
Ryder, Kayla	01	Accounts Payable	Refund-Pin Assistance Only	1,416.00
Sawyer, Taylor	01	Accounts Payable	Scholarship	750.00
Schäver, Brittany	01	Accounts Payable	Pell	153.00
Schofield, Jenna	01	Accounts Payable	Scholarship	500.00
Schuneman, Trevor	01	Accounts Payable	Dir In Bal	2,239.00
Schwenk, Joshua	01	Accounts Payable	Online Refund	17.50
Scobee, Tyler	01	Accounts Payable	Dir In Bal	328.80
Sedig, Katelyn	01	Accounts Payable	Dir In Bal	2,239.00
Sensening, Austin	01	Accounts Payable	Dir In Bal	139.00
Shamp, Katie	01	Accounts Payable	Online Refund	294.00
Sheriff, Kenisha	01	Accounts Payable	Dir In Bal	796.00
Shipton, Cheyenne	01	Accounts Payable	Dir In Bal	1,742.00
Shuman, Allison	01	Accounts Payable	Online Refund	297.00
Shuman, Allison	01	Accounts Payable	Dir In Bal	237.60
Simon, Frank	01	Accounts Payable	Dir In Bal	1,742.00
Slaunwhite, Josh	01	Accounts Payable	Online Refund	36.33

PAYER/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Smith, Lindsey	01	Accounts Payable	Online Refund	Online Refund	150.00
Smith, Aaron	01	Accounts Payable	Dir In Bal	Dir In Bal	2,239.00
Smith, Aaron	01	Accounts Payable	SEOG	SEOG	250.00
Smith, Gregory	01	Accounts payable	Dir In Bal	Dir In Bal	2,239.00
Smith, John	01	Accounts payable	Dir In Bal	Dir In Bal	1,742.00
Smith, Lindsey	01	Accounts payable	Dir In Bal	Dir In Bal	2,239.00
Smith, Michelle	01	Accounts payable	SEOG	SEOG	150.00
Smith, Nicole	01	Accounts payable	Direct Loan	Direct Loan	871.00
Smith, Rebekah	01	Accounts payable	Dir In Bal	Dir In Bal	420.00
Snoot, Breanna	01	Accounts Payable	Dir In Bal	Dir In Bal	1,742.00
Snow, Tyler	01	Accounts Payable	Online Refund	Online Refund	99.00
Sotelo, Betty	01	Accounts Payable	Dir In Bal	Dir In Bal	333.30
Sotelo, Betty	01	Accounts Payable	SEOG	SEOG	1,742.00
Spaine, Jamie	01	Accounts Payable	Dir In Bal	Dir In Bal	250.00
Spangler, Morgan	01	Accounts Payable	Dir In Bal	Dir In Bal	1,742.00
Spencer, Laura	01	Accounts Payable	SEOG	SEOG	380.00
Sproul, Trenton	01	Accounts Payable	Dir In Bal	Dir In Bal	250.00
Stage, Jaime	01	Accounts Payable	SEOG	SEOG	163.78
Steeb, Christopher	01	Accounts Payable	Online Refund	Online Refund	250.00
Stephens, Sarah	01	Accounts Payable	Online Refund	Online Refund	324.80
Stout, Robert	01	Accounts Payable	Dir In Bal	Dir In Bal	297.00
Strong, Shonda	01	Accounts Payable	Dir In Bal	Dir In Bal	2,239.00
Stuart, Brooke	01	Accounts Payable	Online Refund	Online Refund	297.00
Sutkay, Nicholas	01	Accounts Payable	SEOG	SEOG	250.00
Thomas, Breanna	01	Accounts Payable	Dir In Bal	Dir In Bal	1,493.00

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Tichler, Lindsey	01	Accounts Payable	Dir In Bal	2,239.00	
Tieken, Gabe	01	Accounts Payable	Direct Loan	1,120.00	
Todd, Cheri	01	Accounts Payable	Dir In Bal	1,191.19	
Tompkins, Tara	01	Accounts Payable	Dir In Bal	283.80	
Toms, Rosanna	01	Accounts Payable	Dir In Bal	1,742.00	
Toppert, Rebecca	01	Accounts Payable	Dir In Bal	1,335.00	
Triplett, Anthony	01	Accounts Payable	Dir In Bal	3.00	
Troye, Elizabeth	01	Accounts Payable	Dir In Bal	223.37	
Fruit, Jennifer	01	Accounts Payable	Dir In Bal	1,742.00	
Trujillo, Amanda	01	Accounts Payable	Dir In Bal	342.60	
Tufte, Stacy	01	Accounts Payable	Dir In Bal	1,742.00	
Urrutia, Lauren	01	Accounts Payable	Direct Loan	1,742.00	
Valentino, Tony	01	Accounts Payable	Dir In Bal	843.92	
Van Alsburg, Olivia	01	Accounts Payable	Online Refund	60.00	
VanDyke, Robert	01	Accounts Payable	Direct Loan	871.00	
VanHoose, Emily	01	Accounts Payable	Direct Loan	1,120.00	
VanWeelden, Alex	01	Accounts Payable	Dir In Bal	848.87	
Vasquez, Anaalicia	01	Accounts Payable	SEOG		
Velez, Britani	01	Accounts Payable	Online Refund	150.00	
Villegas, Evaristo	01	Accounts Payable	Dir In Bal	2,737.00	
Vock, Zully	01	Accounts Payable	Online Refund	68.40	
Wakenight, Donald	01	Accounts Payable	Direct Loan	821.00	
Walker, Christopher	01	Accounts Payable	Direct Loan	871.00	
Waters, Nathan	01	Accounts Payable	Dir In Bal	44.00	
Webb, Sam	01	Accounts Payable	Online Refund	412.00	

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PAGE/ VENDOR	LINE	ORGANIZATION	ACCOUNT	COMMODITY	ITEM-AMOUNT
Weber, Rebecca	01	Accounts Payable	Dir In Bal	2,239.00	
Webster, Reni	01	Accounts Payable	Online Refund	15.00	
Weeks, Jacob	01	Accounts Payable	Online Refund	89.10	
Weems, Tiffany	01	Accounts Payable	Dir In Bal	1,742.00	
Weires, Jessica	01	Accounts Payable	Dir In Bal	2,168.00	
White, Cecily	01	Accounts Payable	Online Refund	141.00	
Widdorf, Daniel	01	Accounts Payable	Online Refund	15.00	
Wieneke, Ashlyn	01	Accounts Payable	Dir In Bal	577.00	
Wilhelm, Stefanie	01	Accounts Payable	Dir In Bal	720.00	
Williams, Brittany	01	Accounts Payable	ACG	375.00	
Williams, Brittany	01	Accounts Payable	Dir In Bal	1,742.00	
Willis, Kristina	01	Accounts Payable	Direct Loan	871.00	
Wilson, Amy	01	Accounts Payable	Dir In Bal	871.00	
Wilson, Patrick	01	Accounts Payable	Direct Loan	871.00	
Wolber, Jemma	01	Accounts Payable	Dir In Bal	792.48	
Woodin, Sarah	01	Accounts Payable	Dir In Bal	1,742.00	
Moodyatt, Benjamin	01	Accounts Payable	Dir In Bal	1,742.00	
Yater, Jared	01	Accounts Payable	Online Refund	54.33	
Young, Kacey	01	Accounts Payable	Dir In Bal	1,742.00	
Young, Leis	01	Accounts Payable	Online Refund	35.00	
Young, Sheila	01	Accounts Payable	Dir In Bal	1,742.00	
Zickert, Sara	01	Accounts Payable	SEOG	250.00	
Zickert, Sara	01	Accounts Payable	Dir In Bal	133.37	
Mosa, Robert	01	Other Payables	Dir In Bal	-20.00	
Follett Bookstore	01	PELL EGG-BF	Parent Plus Loan J.Mosa	2,194.00	
		PELL Book Charges	PELL Book Charges	435.22	

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FUND				
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	574.67
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	10,304.40
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	26,477.51
Follett Bookstore	01	PELL EOG BT	Pell Book Store Charges	64.47
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	317.95
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	364.28
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	25,398.97
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	191.89
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	86.35
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	15,647.55
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	32,797.57
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	10.66
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	8,648.21
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	258.70
Follett Bookstore	01	PELL EOG BT	Pell Book Charges	84.59
Follett Bookstore	01	PELL EOG BT	PELL Book Charges	2,576.75
Follett Bookstore	01	PELL EOG BT	PELL Book Charges	12,713.42
Follett Bookstore	01	PELL EOG BT	PELL Book Charges	2,803.50
Follett Bookstore	01	PELL EOG BT	PELL Book Charges	10,241.47
Follett Bookstore	01	PELL EOG BT	PELL Book Charges	3,030.98
Follett Bookstore	01	PELL EOG BT	FOUNDATION	105.20
Follett Bookstore	01	Foundation B	FOUNDATION	245.91
Follett Bookstore	01	Foundation B	STAFFORD Loan Book Charges	69.80
Follett Bookstore	01	Foundation B	Stafford Loan Bk Charge	44.82
Follett Bookstore	01	Foundation B	Stafford Loan Book Charges	2,040.42

PAYER/VENDOR	AMOUNT	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Follett Bookstore	.01	Stafford Loans BT	Stafford Loan Book Charges	STAFFORD Loan Book Book Charges	1,752.01
Follett Bookstore	.01	Stafford Loans BT	Stafford Loan Book Charges	STAFFORD Loan Book Book Charges	165.66
Follett Bookstore	.01	Stafford Loans BT	STAFFORD Loan Book Book Charges	STAFFORD Loan Book Book Charges	310.27
Follett Bookstore	.01	Stafford Loans BT	STAFFORD Loan Book Book Charges	STAFFORD Loan Book Book Charges	1,814.56
Follett Bookstore	.01	Stafford Loans BT	STAFFORD Loan Book Book Charges	STAFFORD Loan Book Book Charges	45.26
Follett Bookstore	.01	Stafford Loans BT	STAFFORD Loan Book Book Charges	STAFFORD Loan Book Book Charges	685.86
Follett Bookstore	.01	Stafford Loans BT	STAFFORD Loan Book Book Charges	STAFFORD Loan Book Book Charges	88.07
Follett Bookstore	.01	Stafford Loans BT	STAFFORD Loan Book Book Charges	STAFFORD Loan Book Book Charges	1,198.62
Follett Bookstore	.01	Stafford Loans BT	STAFFORD Loan Book Book Charges	STAFFORD Loan Book Book Charges	896.55
Follett Bookstore	.01	JTPA Whiteside B	PFE Whiteside Book Charges	PFE Whiteside Book Book Charges	169.50
Follett Bookstore	.01	JTPA Whiteside B	PFE Whiteside Book Charges	PFE Whiteside Book Book Charges	189.75
Follett Bookstore	.01	JTPA Whiteside B	PFE Whiteside Book Charges	PFE Whiteside Book Book Charges	55.00
Follett Bookstore	.01	JTPA Whiteside B	PFE Whiteside Book Charges	PFE Whiteside Book Book Charges	3,771.12
Follett Bookstore	.01	JTPA Whiteside B	PFE Whiteside Book Charges	PFE Whiteside Book Book Charges	2,338.77
Follett Bookstore	.01	JTPA Whiteside B	TRADE ACT-FIA Book Charges	TRADE ACT-FIA Book Book Charges	1,226.20
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	179.99
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	134.75
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	84.75
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	94.48
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	143.28
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	330.25
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	422.25
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	117.20
Follett Bookstore	.01	JTPA Whiteside B	PFE-Whiteside Book Charges	PFE-Whiteside Book Book Charges	581.00
Follett Bookstore	.01	JTPA Lee B	Best-Lee Book Charges	Best-Lee Book Book Charges	152.75

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Follett Bookstore	01	JTPA Lee B	BEST - Lee Book Charges		1,568.98
Follett Bookstore	01	JTPA Lee B	BEST Lee Book Store Charges		745.70
Follett Bookstore	01	JTPA Lee B	BEST-LEE Book Charges		1,001.90
Follett Bookstore	01	JTPA Lee B	BEST-LEE Book Charges		1,109.65
Follett Bookstore	01	JTPA Lee B	BEST-LEE Book Charges		290.95
Follett Bookstore	01	JTPA Lee B	BEST-LEE Book Charges		8.75
Follett Bookstore	01	JTPA Lee B	BEST-LEE Book Charges		33.00
Follett Bookstore	01	Vets Rehab B	VETS Rehab Book Charges		328.46
Follett Bookstore	01	Vets Rehab B	VETS Rehab Book Charges		997.04
Follett Bookstore	01	Vets Rehab B	VETS Rehab Book Charges		73.37
Follett Bookstore	01	Vets Rehab B	VETS Rehab Book Charges		78.00
Follett Bookstore	01	Trade Act TAA Sterling B	Trade Act-TAA Book Charges		1,322.23
Follett Bookstore	01	Trade Act TAA Sterling B	TRADE ACT-TAA Book Charges		389.75
Follett Bookstore	01	Trade Act TAA Sterling B	TRADE ACT-TAA Book Charges		25.00
Follett Bookstore	01	Athletic Fndtn Books Only B	Foundation Book Charges		277.00
Follett Bookstore	01	Athletic Fndtn Books Only B	STAFFORD Loan Book Charges		438.00
Follett Bookstore	01	Short Term Book Loan due Booksto	Short Term Book Loan Book Charges		1,191.60
Follett Bookstore	01	Short Term Book Loan due Booksto	Short Term Loan Book Charges		2,676.92
Follett Bookstore	01	Short Term Book Loan due Booksto	SHORT Term Loan		2,325.70
Follett Bookstore	01	Short Term Book Loan due Booksto	TRADE Act-TAA Book Charges		233.21
Follett Bookstore	01	Short Term Book Loan due Booksto	SHORT Term Loan		1,428.53
Follett Bookstore	01	Short Term Book Loan due Booksto	SHORT Term Loan		-182.01
Follett Bookstore	01	Short Term Book Loan due Booksto	SHORT Term Loan		70.99
Follett Bookstore	01	Americorps	Americorps Book Charges		82.82
Follett Bookstore	01	Americorps	Americorps Book Charges		1,659.82

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Follett Bookstore	01	Americorps	Americorps Book Charges	823.04	
Follett Bookstore	01	Americorps	AMERICORPS Book Charges	159.10	
Follett Bookstore	01	Americorps	AMERICORPS Book Charges	1,331.65	
Follett Bookstore	01	Americorps	STAFFORD Loan Book Charges	46.92	
Follett Bookstore	01	Americorps	AMERICORPS Book Charges	274.81	
Follett Bookstore	01	Miscellaneous Books BT	STAFFORD Loan Book Charges	171.70	
Follett Bookstore	01	Miscellaneous Books BT	Rock River Training Corp.	280.35	
Northern Illinois University	01	Scholarship Payable	Rock River Training Corp Book Charge	68.50	
SVCC Foundation	01	Scholarship Payable	Rock River Training Corp Book Charge	1,666.00	
SVCC Foundation	01	Scholarship Payable	2048 RF Wmen Club	250.00	
SVCC Foundation	01	Scholarship Payable	1032 Engel	3,000.00	
SVCC Foundation	01	Scholarship Payable	1011 Lindgren	5,000.00	
SVCC Foundation	01	Scholarship Payable	1012 Lindgren	5,000.00	
SVCC Foundation	01	Scholarship Payable	1002 Bailey	1,200.00	
Consolidated Management Co.	01	Cafeteria payable	January PNU	9,490.00	
Whiteside County Senior Center	01	Whiteside Bus. payable	Jan 2011 Bus. Passes	40.00	
Sterling Rock Falls Community Trst		Other Liabilities		625.00	
Ward Murray Pace & Johnson, P.C.	01	Board of Trustees	Return Spring 2011 Scholarship A Hungerford		
Illini Trophy	01	Board of Trustees	Legal Fees	2,170.00	
Sauk Valley Newspapers	01	Board of Trustees	Name Badges Board Members	59.50	
Andersen, Edward	01	Board of Trustees	Publication	1B.20	
Bollman, Andrew J.	01	Board of Trustees	Travel- Board Meetings 2010	94.00	
Bollman, Andrew J.	01	Board of Trustees	Conference/Meeting Expense	143.00	
Consolidated Management Co	01	Board of Trustees	Flight- Legislative summit 2/13/11	262.90	
Fifth Third Bank	01	Board of Trustees	Refsrments Jan 11 Board Mtg	42.60	
Padilla, Joan	01	Board of Trustees	Conference/Meeting Expense	1,694.00	
		Conference/Meeting Expense	Travel-Board Meeting 2010	84.00	

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Simpson, William	01	Board of Trustees	Conference/Meeting Expense	Travel 2010 Board Meetings	312.00
Siason, Mallory	01	Board of Trustees	Conference/Meeting Expense	Travel Advance for SMC Meeting 1/21/11	250.88
Stoller, Scott	01	Board of Trustees	Conference/Meeting Expense	Travel 2010 Board Meetings	221.00
Thompson, Robert	01	Board of Trustees	Conference/Meeting Expense	Travel 2010 Board Meetings	55.00
Follett Bookstore	01	President's Office	Office Supplies	Department Book Store Charges	20.32
Follett Bookstore	01	President's Office	Office Supplies	Department Book Store Charges	4.85
Fifth Third Bank	01	President's Office	Conference/Meeting Expense	Dr. Michel Registration Legislative 2/13/11	498.00
Olmsted, Brian	01	College Relations's Office	Consultants	Contract for PR Work	360.00
AT & T	01	College Relations's Office	Advertising	Annual White Page Listing	14.34
Ashton Gazette	01	College Relations's Office	Advertising	FY 11 Renewal	33.00
ComCast Spotlight Inc	01	College Relations's Office	Advertising	TV Advertising	2,055.00
Northern Public Radio	01	College Relations's Office	Advertising	TV Advertising	910.00
Sauk Valley Newspapers	01	College Relations's Office	Advertising	Newspaper Renewal FY 11	182.00
Sauk Valley Newspapers	01	College Relations's Office	Advertising	Newspaper Advertising	3,767.28
WIXN FM - WIXN AM-WRCV-FM	01	College Relations's Office	Advertising	Radio Advertising	1,513.00
Withers Broadcasting	01	College Relations's Office	Advertising	Radio Advertising	863.45
Gordon Flesch Company, Inc	01	Printshop	Maintenance Services	Monthly Copy Charge Maintenance	827.18
RK Dixon	01	Printshop	Maintenance Services	Copier-Maint & Sply	274.99
Xerox Corporation	01	Printshop	Maintenance Services	Copier-Maint & Sply	445.00
Follett Bookstore	01	Printshop	Other Supplies	Department Book Store Charges	5.38
Follett Bookstore	01	Printshop	Other Supplies	Department Book Store Charges	119.34
RK Dixon	01	Printshop	Other Supplies	Staples, Hail Copier	112.00
Midland Paper	01	Printshop	Purchases for Resale	Paper	1,177.43
Follett Bookstore	01	Institutional Research & Plannin	Office Supplies	Department Book Store Charges	43.89
Quill Corporation	01	Institutional Research & Plannin	Office Supplies	Office Supplies	3.74
Staples	01	Institutional Research & Plannin	Office Supplies	Supplies	41.79

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PAYER/VENOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Heartland Community College	01	Institutional Research & Planning	Conference/Meeting Expense	Assesment Fair 2/25/11	.75.00
Gordon Fleisch Company, Inc	01	Foundation	Office Supplies	Monthly Copy Charge Maintenance	41.12
Quill Corporation	01	VP-Academics	Office Supplies	Office Supplies	78.94
Bracey, Willie	01	Professional Development	Conference/Meeting Expense	Speaker 2011 Spring In-Service	500.00
Country Inn & Suites	01	Professional Development	Conference/Meeting Expense	Lodging Speaker E Bracey	105.45
Heartland Community College	01	Professional Development	Conference/Meeting Expense	Assessment Fair 2/24/11	750.00
Consolidated Management Co	01	Professional Development	Other Conference & Meeting	In-Service	405.50
Consolidated Management Co	01	Professional development	Other Conference & Meeting	Spring In-Service AM Refreshments & Lunch	1,425.00
Barrett, Kenneth	01	Art	Consultants	Art Class 1/17/2011	40.00
Barrett, Kenneth	01	Art	Consultants	Art Classes 1/31/11	120.00
Giroux, Sarah	01	Art	Consultants	Art Class 2/9/11	40.00
Follett Bookstore	01	Art	Instructional Supplies	Bookstore Charges Jan 2011	1.49
Follett Bookstore	01	Art	Instructional Supplies	Department Bookstore Charges	8.90
Follett Bookstore	01	Art	Instructional Supplies	Department Book Store Charges	11.35
Follett Bookstore	01	Art	Instructional Supplies	Department Book Store Charges	14.74
Follett Bookstore	01	English	Instructional Supplies	Department Bookstore Charges	24.95
Follett Bookstore	01	English	Instructional Supplies	Bookstore Charges Jan 2011	1.69
Follett Bookstore	01	English	Instructional Supplies	Department Bookstore Charges	59.44
Follett Bookstore	01	English	Instructional Supplies	Department Bookstore Charges	58.25
Follett Bookstore	01	Humanities	Instructional Supplies	Department Book Store Charges	3.81
Follett Bookstore	01	Music	Instructional Supplies	Department Book Store Charges	7.31
Follett Bookstore	01	Music	Instructional Supplies	Department Book Store Charges	8.23
Murray, Kris	01	Music	Instructional Supplies	Music	5.54
Follett Bookstore	01	Physical Education	Instructional Supplies	Department Book Store Charges	34.75
Moran, Dean	01	Physical Education	Instructional Supplies	Supplies Badminton Classes	106.42

<u>PAYER/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Follett Bookstore	01	Fitness Center	Instructional Supplies	Department Book Store Charges	6,38
Red Canyon Systems Inc	01	Fitness Center	Instructional Supplies	Fitness Center Annual License	355,00
Follett Bookstore	01	College Success Skills	Instructional Supplies	Department Book Store Charges	9,34
Follett Bookstore	01	History	Instructional Supplies	Department Book Store Charges	188,87
Follett Bookstore	01	Human Services	Instructional Supplies	Bookstore Charges Jan 2011	109,00
Quill Corporation	01	Psychology	Instructional Supplies	Office Supplies	5,84
Conderman, Carrie	01	Mathematics	Instructional Supplies	Supplies for Math Class	20,98
Follett Bookstore	01	Mathematics	Instructional Supplies	Bookstore Charges Jan 2011	79
Follett Bookstore	01	Mathematics	Instructional Supplies	Department Bookstore Charges	140,25
Follett Bookstore	01	Mathematics	Instructional Supplies	Department Book Store Charges	1,29
Follett Bookstore	01	Mathematics	Instructional Supplies	Department Book Store Charges	79
Quill Corporation	01	Dean of Instruction	Office Supplies	Return Stamper	-9,89
Quill Corporation	01	Dean of Instruction	Office Supplies	Ink Stamper	9,89
Quill Corporation	01	Dean of Instruction	Office Supplies	Stamper Labels & Tape	64,19
Follett Bookstore	01	Accounting	Instructional Supplies	Department Bookstore Charges	2,97
Xerox Corporation	01	Office & Administrative Services	Instructional Supplies	Monthly Xerox Usage	44,11
Doud, John	01	Electronics	Instructional Supplies	Supplies BIR Courses	66,97
Follett Bookstore	01	Welding	Instructional Supplies	Bookstore Charges Jan 2011	3,92
Rockford Industrial Welding Supply	01	Welding	Instructional Supplies	Argon Oxygen Rental	863,40
Sterling Steel Warehouse Inc	01	Welding	Instructional Supplies	Welding Supplies	1,200,00
University of Illinois	01	Agriculture	Instructional Supplies	Fall 2010 ACCESS Program	892,00
Florini, Anthony	01	General Education Degree	Instructional Service Contracts	Travel - ROB/Wallace thru 1/26/11	15,30
Gordon Flesch Company, Inc	01	Dean of Health Professions	Maintenance Services	Monthly Copy Charge Maintenance	23,57
Follett Bookstore	01	Dean of Health Professions	Office Supplies	Department Book Store Charges	62,40
Quill Corporation	01	Dean of Health Professions	Office Supplies	Office Supplies	344,88
Follett Bookstore	01	Dean of Health Professions	Instructional Supplies	Department Bookstore Charges	1,75

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PAYER/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Natl'l Organization for Assoc. Degr		Dean of Health Professions	Publications and dues	FY 11 Dues	140.00
ATI (Assessment Technologies Instl	01	Associate Degree Nursing	Consultants	RN Med/Surg/Pharmy/CH	3,540.00
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Consultants	RN Mental Health/Comp Prep	3,784.50
Hopkins Medical Products	01	Associate Degree Nursing	Instructional Supplies	Care Tray & Prep Pads	433.43
Walcur, Inc	01	Associate Degree Nursing	Instructional Supplies	Stethoscope	68.80
Healthsoft Inc.	01	Associate Degree Nursing	Instructional Supplies	Practi Amplif	155.62
Poci, Shirley	01	Associate Degree Nursing	Postage	Psychiatric Nursing Modules	24.00
Accurate Biometrics, Inc	01	Associate Degree Nursing	Conference/Meeting Expense	Travel-Area Hospitals thru 1/4/11	52.14
ATI (Assessment Technologies Instl		Nurse Assistant	Consultants	CNA Spring 2011 Fingerprinting	1,650.00
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Consultants	PN Med/Surg/Ped/virtual	3,766.80
SourceOne Healthcare Technologies	01	Licensed Practical Nursing	Instructional Supplies	Prep Pad Alcohol	322.83
Illinois Emergency Management Ag01		Radiologic Technology	Maintenance Services	Radiation Machine Annual Fee 2011	220.00
Francisco, Cassandra	01	Radiologic Technology	Maintenance Services	Labor	100.00
Highland Community College	01	Faculty-Part-time	Conference/Meeting Expense	Travel-Area Site Visits thru 1/27/11	192.27
Highland Community College	01	Faculty-Part-time	Faculty-Part-time	NIOIN Salary S Hauser	300.00
ATI (Assessment Technologies Instl	01	Consultants	Faculty-Part-time	NIOIN Spring Semester 2011	1,200.00
ATI (Assessment Technologies Instl	01	Consultants	Faculty-Part-time	RN Nursing Med Surg/Mental	894.00
Kishwaukee College	01	Instructional Service Contracts	Consultants	RN Fund/Pharm/Nutrition/Nurse	1,036.00
Carolina Biological Supply Co	01	Biology	Instructional Service Contracts	NIOIN Salary N Schuler NRS 287 NRS 286	2,676.00
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Supplies	346.54
Foilett Bookstore	01	Biology	Instructional Supplies	Department Book Store Charges	92.50
Foilett Bookstore	01	Biology	Instructional Supplies	Department Book Store Charges	49.43
NASCO	01	Biology	Instructional Supplies	Supplies	1,691.75
Flinn Scientific	01	Chemistry	Instructional Supplies	Supplies	397.27
S J Smith Welding Supply	01	Chemistry	Instructional Supplies	Glasses for Chemistry	11.78

PAVIE/ VENDOR	FUND	ORGANIZATION	ACCOUNT		COMMODITY	ITEM AMOUNT
Sargent-Welch Scientific	01	Physics	Instructional Supplies	Supplies		310.55
Fifth Third Bank	01	Learning Resource Center	Library Supplies	Krogers/Staples		54.54
Gaylor Brothers	01	Learning Resource Center	Books and Binding Supplies	Clear laminate		481.52
ABC CLIO LLC	01	Learning Resource Center	Books and Binding Costs	Books for Library		95.04
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Books		3,029.01
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Books for SSS		3,405.54
Fifth Third Bank	01	Learning Resource Center	Books and Binding Costs	PBS/Oxford University		1,151.20
Salem Press Inc	01	Learning Resource Center	Books and Binding Costs	Library Reference Books		841.50
CQ Press	01	Learning Resource Center	Publications and Dues	FY 11 Renewal		1,068.00
JSTOR	01	Learning Resource Center	Publications and Dues	JSTOR Online Database 2011		6,680.00
Unique Computer	01	Academic Computing	Instructional Supplies	Maintenance Kit		714.00
AVL Systems Inc	01	Academic Computing	Instructional Technology Material	AMX Repair for Classroom		112.00
CDW-G	01	Academic Computing	Instructional Technology Material	Projector Lamp Replacement		459.00
CDW-G	01	Academic Computing	Instructional Technology Material	TechSmith Snag it		751.71
CDW-G	01	Academic Computing	Computer Software	ADO Design		727.71
Toner Tech Plus	01	Administrative Computing	Maintenance Services	APC Symmetra		465.00
Unique Computer	01	Administrative Computing	Office Supplies	Ink		410.70
Fifth Third Bank	01	Administrative Computing	Office Supplies	Ink		918.95
Micro Focus Inc.	01	Administrative Computing	Computer Software	GoDaddy.com		160.07
Oracle America Inc	01	Administrative Computing	Computer Software	FY 11 Support Line		298.10
Priton Group, LLC	01	Administrative Computing	Computer Software	Licence & Support		9.22
Sungard Higher Education Inc	01	Administrative Computing	Computer Software	Hosting Fees Jan. 2011		6,160.00
Pfeifer, Alan	01	Administrative Computing	Conference/Meeting Expense	Maintenance 1/2011-12/2011		23,087.00
III Comm College Chief Stat Servl	01	Dean of Student Services	Conference/Meeting Expense	Travel - AET Meeting 1/14/11		62.65
Kopshesh, Cyrus	01	Dean of Student Services	Conference/Meeting Expense	ICCCSSO Meeting 3/3/11		55.00
				Travel - Leadership Team Building		64.26

PAYEE/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Follett Bookstore	01	Special Needs- ADA	Instructional Supplies	Bookstore Charges Jan 2011	195.00
Follett Bookstore	01	Special Needs- ADA	Instructional Supplies	Department Bookstore Charges	26.14
Follett Bookstore	01	Special Needs- ADA	Instructional Supplies	Department Book Store Charges	15.99
Quill Corporation	01	Special Needs- ADA	Instructional Supplies	Color Ink, Copy Paper & Post it Notes	194.68
Follett Bookstore	01	School District Liason	Other Supplies	Department Bookstore Charges	.79
Consolidated Management Co.	01	School District Liason	Conference/Meeting Expense	January's Meeting	62.45
Gordon Flesch Company, Inc	01	Admissions, Records & Placement	Office Supplies	Monthly Copy Charge Maintenance	22.57
Gordon Flesch Company, Inc	01	Admissions, Records & Placement	Office Supplies	Transcripts	453.30
Gordon Flesch Company, Inc	01	Financial Aid & Veterans Affairs	Office Supplies	Monthly Copy Charge Maintenance	9.14
Stiefel, Debra	01	Financial Aid & Veterans Affairs	Office Supplies	Drawer Tower	29.86
AVECO	01	Financial Aid & Veterans Affairs	Office Supplies	FY 11 Dues	30.00
ILASFAA	01	Financial Aid & Veterans Affairs	Publications and Dues	Membership 2011 J Brown & D Stiefel	70.00
ILASFAA	01	Financial Aid & Veterans Affairs	Publications and Dues	Conference Fee J Brown & D Stiefel	370.00
Stiefel, Debra	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel- Area School Visits thru 2/15/11	125.23
Gordon Flesch Company, Inc.	01	Counseling	Office Supplies	Monthly Copy Charge Maintenance	54.78
Pitney Bowes	01	Other Institutional	Postage	Software Charges	229.00
United Parcel Service	01	Other Institutional	Postage	Shipping Charges	141.21
Rock Falls Chamber of Commerce	01	Other Institutional	Other Conference & Meeting	Annual dinner	26.00
transworld Systems, Inc	01	Other Institutional	Financial Charges & Adjustments	Balance Due for Collections	342.91
Gordon Flesch Company, Inc.	01	Business Office	Maintenance Services	Monthly Copy Charge Maintenance	14.89
Classic Graphics Industries, Inc	01	Business Office	Office Supplies	Ebl Window Envelopes	888.15
Staples	01	Business Office	Office Supplies	Office supplies	158.42
Illinois ASBO	01	Business Office	Publications and Dues	FY 11 DUES	250.00
Illinois Community College Chiefol		Business Office	Conference/Meeting Expense	ICCCFO Conference 4/13/11	100.00
J J Keller & Assoc.	01	Personnel Office	Consultants	People Management Tool	747.50
JEM Resource Partners	01	Personnel Office	Consultants	Monthly Admin Fee	150.00

PAYER/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Follett Bookstore	01	Personnel Office	Office Supplies	Department Bookstore Charges	10.39
Staples	01	Personnel Office	Office Supplies	Office Supplies	57.55
Rock River Human Resources	01	Personnel Office	Publications and Dues	FY 2011 Membership Dues	30.00
Sauk Valley Newspapers	01	Personnel Office	Recruitment	HR Advertising	131.59
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Winner's Birthday Party	100.65
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Spring In-Service Cake & cookies	113.08
Follett Bookstore	01	Information Center	Office Supplies	Department Bookstore Charges	2.79
Nunez, Steve	01	Phi Theta Kappa	Conference/Meeting Expense	Phi Theta Kappa Registration 4/2011	1,136.00
Education To Go	010100	CCS Personal Workshops	Consultants	Ed2Go Jan 2011 Classes	240.00
Illinois Valley Community College	010100	CCS Personal Workshops	Consultants	CPI Training	18,408.00
Ramirez, Kim L.	010100	CCS Personal Workshops	Consultants	Medical Coding Class Spring 2011	10,850.00
ACT INC	010100	CCS Personal Workshops	Consultants	Wedding Planning Certificate Course	2,380.00
Wedding Planning Institute	010100	CCS Personal Workshops	Instructional Service Contracts	Workekeys Testing	263.50
Scenic Stage Line, Inc	010100	CCS Personal Workshops	Instructional Supplies	Charter 12/4/10	771.90
Wetts & Son Septic Service	010100	CCS Personal Workshops	Instructional Supplies	Portable Restroom CPI Classes	85.00
Rock Falls Chamber of Commerce	010100	CCS Personal Workshops	Publications and Dues	FY 11 Membership Dues	160.00
2 B Safe Inc	010100	CCS Professional Workshops	Consultants	FY 11 Membership Dues	26.00
Rock Falls Chamber of Commerce	010100	CCS Professional Workshops	Consultants	OSHA Grsin Handling Seminar	500.00
Lawrence, Marcy	010100	CCS Professional Workshops	Consultants	PPD Glasses F 2010	880.00
Riffle, Inc	010100	CCS Professional Workshops	Consultants	Facilitation of "Leadership" Training Rayovac	1,500.00
ACT INC	010100	CCS Professional Workshops	Office Supplies	Workkeys Testing	61.00
H-O-H Water Technology Inc	02	Maintenance	Maintenance Services	Water Treatment Jan 2011	801.20
Plunkett's Pest Control	02	Maintenance	Maintenance Services	Monthly Pest Control Feb 2011	100.00
Stewart Heating & Air Conditioning	02	Maintenance	Maintenance Services	Service Call Student Activities Area	75.00
Crescent Electric Supply Co	02	Maintenance	Maintenance Supplies	Fluor Lamps	493.20
Fastenal Company	02	Maintenance	Maintenance Supplies	Refill Shop Inventory	51.87

PAYEE/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Grainger	02	Maintenance	Maintenance supplies	V-Belt	527.68
McMaster Carr Supply Company	02	Maintenance	Maintenance Supplies	Locks Keys	77.59
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	82.25
Menards	02	Maintenance	Maintenance Supplies	Batteries	25.97
Sherwin-Williams	02	Maintenance	Maintenance Supplies	Electrical Supplies	130.28
Aramark Uniform Services Inc	02	Custodial	Maintenance Supplies	Paint	596.28
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	62.19
AmSan LLC	02	Custodial	Maintenance Services	Towel Service	65.17
Cleaning Management Institute	02	Custodial	Maintenance Services	Power Supply, Access Door & Brush Roller	255.12
Peabuddy's, Inc	02	Grounds	Maintenance Supplies	FY 11 Renewal	129.00
Bonwell Industries Inc	02	Grounds	Maintenance Services	Repair Grounds Equipment	733.88
Napa Auto Parts	02	Grounds	Maintenance Supplies	Blade Guides w/Flags	37.00
North's Oil Company, Inc	02	Grounds	Maintenance Supplies	Switch	3.54
S. J. Smith Welding Supply	02	Grounds	Maintenance Supplies	Diesel Fuel	1,919.19
Zarnorth Brush Works Inc	02	Grounds	Maintenance Supplies	Oxygen	73.41
Zarnorth Brush Works Inc	02	Utilities	Maintenance Supplies	Replacement Brush-Sweeper	240.00
Constellation New Energy (CNE - 02	02	Utilities	Maintenance Supplies	Replacement Brush-Sweeper	240.00
Nicor Gas	02	Utilities	Gas	Gas Purchases	4,553.35
Nicor Gas	02	Utilities	Gas	Gas Services	6,199.00
Nicor Gas	02	Utilities	Gas	Gas Services	1,063.05
Nicor Gas	02	Utilities	Gas	Gas Services	806.10
Ameren Energy Marketing Company 02	Utilities	Electricity	Gas Services	Gas Services	1,650.33
Commonwealth Edison	02	Utilities	Electricity	Electrical Service	16,303.75
Commonwealth Edison	02	Utilities	Electricity	Electricity	21.95
Commonwealth Edison	02	Utilities	Electricity	Electricity	22.47

PAYER/VENDOR	ORGANIZATION	ACCOUNT	ITEM AMOUNT	
			FUND	COMMODITY
Commonwealth Edison	02 Utilities	Electricity		38.98
City of Dixon	02 Utilities	Water, Sewer		80.00
City of Dixon	02 Utilities	Water, Sewer	testing 12/22/10.	51.00
City of Dixon	02 Utilities	Water, Sewer	Testing Services 12/14/10	51.00
Menards	02 Utilities	Water, Sewer	Monthly Waste Treatment	425.00
PDC Laboratories Inc	02 Utilities	Water, Sewer	Supplies-Remodel EMS	26.64
CenturyLink	02 Utilities	Water, Sewer	Drinking Water Testing 1/4/2011	1,050.00
Comcast	02 Utilities	Water, Sewer	Monthly Telephone Bill	1,848.04
Communication Revolving Fund	02 Utilities	Telephone	Monthly Service	4,750.00
Essex Telecom Inc	02 Utilities	Telephone	Communication Charges	340.00
United States Cellular	02 Utilities	Telephone	Monthly Telephone Charges	2,993.95
United States Cellular	02 Utilities	Telephone	Van Cell Phone Charges	48.11
Verizon Wireless	02 Utilities	Telephone	Van Cell Phone Bill	48.11
Moring Disposal Inc	02 Utilities	Telephone	Dr. Mihell's Cell Phone Charges	108.77
Foilett Bookstore	02 Building and Grounds Administrat.	Refuse Disposal	Monthly Trash Removal	226.00
Quill Corporation	02 Building and Grounds Administrat.	Office Supplies	Department Book Store Charges	2.99
Fyr-Fyter Inc	02 Cafeteria	Office Supplies	Printer Cartridges	193.35
Youngren's Refrigeration Inc	02 Cafeteria	Maintenance Services	Service Fire System	211.60
Central Restaurant Products	02 Cafeteria	Maintenance Services	Repair Walk In Coolers	390.00
Unique Computer	030200 Fund Bond- Instruc & Computer	Other Materials and Supplies	Supplies for Cafeteria	256.21
CPAC Equipment Inc	030200 Fund Bond- Instruc & Computer	Capital Supplies	22" Monitors	2,064.99
CDW-G	030200 Fund Bond- Other	Capital Supplies	Air Filtration	2,830.00
Interior Building Systems	030200 Fund Bond- Other	Capital Supplies	46in Touch	4,261.98
Menards	030200 Fund Bond- Other	Building Remodeling	Blackbox Fiber	567.84
		Building Remodeling	Remodel-Financial Aid	25,035.00
		Service Equipment	Supplies-GWS Remodel	82.43

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Menards.	030200	Fund Bond - Other	Service Equipment	Tile Remodeling	65.00
Menards	030200	Fund Bond - Other	Service Equipment	Supplies for Remodel	100.94
Menards	030200	Fund Bond - Other	Service Equipment	Blinds Remodel	446.85
Anderson, Rod	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Brady, Don	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Brady, Don	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Brins, Lenny	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Cheeseman Coaches, Inc	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00
Cheeseman Coaches, Inc	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00
Cheeseman Coaches, Inc	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00
Ransén, Steve	050600	Men's Basketball	Other Contractual Services	Charter Kewanee BB 2/3/11	320.00
Hinton, Cliff	050600	Men's Basketball	Other Contractual Services	Charter Oglesby 2/19/11	320.00
Hubbell, Jacob	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00
Hubbell, Jacob	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00
Hubbell, Jacob	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Hubbell, Jacob	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Hubbell, Jacob	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Kilberg, Jake	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00
King, Don	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00
Kang, Don	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	120.00

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PAYEE/VENDOR	ACCOUNT	ITEM/AMOUNT
	FUND	COMMODITY
g, Ron .	050600 Men's Basketball	120.00
G, Ron .	050600 Men's Basketball	120.00
ek, Tony .	050600 Men's Basketball	120.00
ek, Tony .	050600 Men's Basketball	120.00
trner, Randy .	050600 Men's Basketball	120.00
nic Stage Line, Inc	050600 Men's Basketball	318.60
nic Stage Line, Inc	050600 Men's Basketball	365.95
ating, James A .	050600 Men's Basketball	20.00
ating, James A .	050600 Men's Basketball	20.00
ating, James A .	050600 Men's Basketball	20.00
ating, James A .	050600 Men's Basketball	20.00
ating, James A .	050600 Men's Basketball	20.00
hington, Patrick .	050600 Men's Basketball	20.00
hington, Patrick .	050600 Men's Basketball	20.00
hington, Patrick .	050600 Men's Basketball	20.00
hington, Patrick .	050600 Men's Basketball	20.00
hington, Patrick .	050600 Men's Basketball	20.00
hoff, Russ	050600 Men's Basketball	379.94
hoff, Russ	050600 Men's Basketball	325.09
ople's Sporting Goods	050600 Men's Basketball	666.15
ping, Sara	050600 Men's Tennis	191.14
ckburn, Jan .	050600 Women's Basketball	20.00
ckburn, Jan .	050600 Women's Basketball	20.00
ckburn, Jan .	050600 Women's Basketball	20.00

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PAYER/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Jacob	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Jacob	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Jacob	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Joe	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Joe	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Rich	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Stage Line, Inc	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Stage Line, Inc	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Stage Line, Inc	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Donald	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Donald	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
James A.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
James A.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
James A.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
James A.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
James A.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
James A.	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Chuck	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Tyler	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Mike	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Patrick	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Patrick	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Patrick	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00
Patrick	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	120.00

PAYEE/ VENDOR	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Follett Bookstore	050600 Women's Basketball	Other Supplies	Department Book Store Charges	8.99
Follett Bookstore	050600 Women's Basketball	Other Supplies	Department Book Store Charges	411.00
Graca, David	050600 Women's Basketball	Other Conference & Meeting	Travel - Blackhawk 1/25/11	97.47
Graca, David	050600 Women's Basketball	Other Conference & Meeting	Travel - Carl Sandburg 2/8/11	90.55
Johnson, Jedidiah	050600 Women's Basketball	Other Conference & Meeting	Travel - WBB Game 1/6/11	68.71
Johnson, Jedidiah	050600 Women's Basketball	Other Conference & Meeting	Travel - Kishwaukee 1/27/11	91.43
Johnson, Jedidiah	050600 Women's Basketball	Other Conference & Meeting	Travel - Carl Sandburg 2/8/11	328.56
Anaconda Sports	050600 Women's Softball	Other Supplies	Softballs	182.00
Accardi, Andy	050600 General Athletics	Other Contractual Services	Trainer	100.00
Accardi, Andy	050600 General Athletics	Other Contractual Services	Trainer MBB/WBB	100.00
Accardi, Andy	050600 General Athletics	Other Contractual Services	Trainer MBB/WBB	100.00
Accardi, Andy	050600 General Athletics	Other Contractual Services	Trainer MBB/WBB	100.00
Accardi, Andy	050600 General Athletics	Other Contractual Services	Trainer MBB/WBB	100.00
Aramark Uniform Services Inc	050600 General Athletics	Other Contractual Services	Towel Service	320.98
Lannon, Jamie	050600 General Athletics	Other Contractual Services	Trainer MBB/WBB	100.00
Lannon, Jamie	050600 General Athletics	Other Contractual Services	Trainer MBB/WBB	100.00
Follett Bookstore	050600 General Athletics	Other Materials and Supplies	Department Bookstore Charges	7.56
Follett Bookstore	050600 General Athletics	Other Materials and Supplies	Department Book Store Charges	100.00
Follett Bookstore	050600 General Athletics	Other Materials and Supplies	Department Book Store Charges	19.81
Follett Bookstore	050600 General Athletics	Other Materials and Supplies	Department Book Store Charges	2.22
Lumea Staffing Inc	050600 General Athletics	Other Materials and Supplies	Drug Testing Services	117.00
Dd. Communications	050600 Student Activities	Consultants	Performance 2/16/11	1,500.00
Smith Agency, Inc	050600 Student Activities	Consultants	Runy Fotos 2/9/11	625.00
Astro-Ven Distributors Inc	050600 Student Activities	Other Materials and Supplies	Popcorn & Supplies	246.22
Follett Bookstore	050600 Drama	Other Materials and Supplies	Bookstore charges Jan 2011	12.00
Follett Bookstore	050600 Drama	Other Materials and Supplies	Department Bookstore Charges	2.37

PAYEE/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Follett Bookstore	050600	Drama	Other Materials and Supplies	Department Book Store Charges	24.00
Follett Bookstore	050600	Drama	Other Materials and Supplies	Department Book Store Charges	4.76
Follett Bookstore	050600	Drama	Other Materials and Supplies	Department Book Store Charges	15.15
Follett Bookstore	050600	Music	Other Materials and Supplies	Department Book Store Charges	81.76
Fifth Third Bank	050800	Transportation	Vehicle Supplies	Fuel Purchase-College Van	127.36
Butler Benefit Service Inc	051000	Medical Insurance	Individual Stop Loss	Individual Stop Loss	13,687.30
Butler Benefit Service Inc	051000	Medical Insurance	Dependent Stop Loss	Dependent Stop Loss	10,609.43
Butler Benefit Service Inc	051000	Medical Insurance	Precertification	Precertification	584.25
Butler Benefit Service Inc	051000	Medical Insurance	Cobra Conversion	COBRA	3.50
Butler Benefit Service Inc	051000	Medical Insurance	Administrative Costs	Administrative	3,912.75
Butler Benefit Service Inc	051000	Medical Insurance	Group Stop Loss	Aggregate Stop Loss	1,290.27
Gallagher Benefit Services, Inc	051000	Medical Insurance	Life & AD&D	Life Billing	980.45
Barnhart, Jeannie	051400		Student Loans	Student Loan Due 3/4/11	300.00
Bieze, Robert	051400		Student Loans	Student Loan Due 3/4/11	180.00
Foreman, Clifton	051400		Student Loans	Student Loan Due 3/4/11	300.00
Hunt, Kayla	051400		Student Loans	Student Loan Due 3/4/11	500.00
Kagay, Lacey	051400		Student Loans	Student Loan Due 3/4/11	230.00
Keener, Nathan	051400		Student Loans	Student Loan Due 3/4/11	160.00
McCoy, Ashley	051400		Student Loans	Student Loan Due 3/4/11	500.00
McGuire, Donald	051400		Student Loans	Student Loan Due 3/4/11	100.00
Meiners, Jody	051400		Student Loans	Student Loan Due 3/4/11	107.00
Mills, Pamela	051400		Student Loans	Student Loan Due 3/4/11	100.00
Snippert, Justin	051400		Student Loans	Student Loan Due 3/4/11	500.00
Spairs, Nickole	051400		Student Loans	Student Loan Due 3/4/11	100.00
Dorothy, Catherine	062051	Women in Engineering	Instructional Supplies	Supplies Women in Eng	32.08
Fifth Third Bank	062054	Student Success Grant	Instructional Supplies	Outfit	719.95

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Follett Bookstore	062054	Student Success Grant	Instructional Supplies	Department Bookstore Charges	714.10
Follett Bookstore	062054	Student Success Grant	Instructional Supplies	Department Book Store Charges	100.50
Follett Bookstore	062054	Student Success Grant	Instructional Supplies	Department Book Store Charges	200.03
Tavitas, Lisa The Center	062056	ICCB Adult Ed-Federal Basic	Conference/Meeting Expense	Travel - Admin Training 2/8/11	55.08
SBM Business Equipment Center	062059	ICCB Adult Ed-Performance-Instric vock, Zully	Instructional Supplies	Conference Fee 2/8/11	90.00
TACEA (Illinois Adult Continuing Ed)	062060	SOS VITAL Grant	Other Materials and Supplies	Monthly Copy Charges	95.57
State Universities Retirement Sy063011	063011	Student Support Services Grant	DCG Tutors T-Shirts	525.95	
Amazon.com	063011	Student Support Services Grant	Conference/Meeting Expense	Conference Fee 3/9/11	410.00
Follett Bookstore	063011	Student Support Services Grant	SURS	Matching Funds	552.58
Follett Bookstore	063011	Student Support Services Grant	Office Supplies	Books	563.29
Follett Bookstore	063011	Student Support Services Grant	Office Supplies	Books for SSS	103.82
Follett Bookstore	063011	Student Support Services Grant	Office Supplies	Books	11.87
Follett Bookstore	063011	Student Support Services Grant	Office Supplies	Books	17.00
Council for Opportunity in Education	063011	Student Support Services Grant	Department Book Store Charges	Department Book Store Charges	1,842.75
Taoir, Mary	063011	Student Support Services Grant	Conference/Meeting Expense	Conference Fee 3/6/11	99.95
Koosheish, Cyrus	063011	Student Support Services Grant	Other Conference & Meeting	Travel-MIU Campus Visit 2/4/11	29.59
Subway	063011	Student Support Services Grant	Other Conference & Meeting	Supplies-SSS Orientation	149.98
State Universities Retirement Sy063020	063011	Perkins- Learning Assistance Cen	SSS Orientation	SSS Orientation	239.00
State Universities Retirement Sy063020	063011	Perkins- Learning Assistance Cen	SURS	Matching Funds	39.82
State Universities Retirement Sy063020	063020	Perkins IIC	SURS	Matching Funds	76.41
State Universities Retirement Sy063020	063020	Perkins IIC	SURS	Matching Funds	62.06
McPherson, Steven	063020	Perkins IIC - Professional Develo	Other Materials and Supplies	Finder Kits Evidence Box & Collection Kits	4,800.50
Kidder, Mary	063020	Perkins IIC - General Administrat	Conference/Meeting Expense	Travel- OSHA Training 2/10/11	1,375.00
				Travel-Lanark 1/13/11	33.15

<u>PAYER/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
State Universities Retirement Sy063020	Perkins IIC - Special Populations	SURS	Matching Funds	117.33	
State Universities Retirement Sy063020	Perkins IIC - Special Populations	SURS	Matching Funds	116.02	
Cambium Learning Technologies 063020	Perkins IIC - Special Populations	Conference/Meeting Expense	Kurzweil Training Workshop 2/10/11	450.00	
DeMay, Jessie 063020	Perkins IIC - Special Populations	Conference/Meeting Expense	Travel-Kurzweil Training 2/10/11	81.42	
Consolidated Management Co 063030	Perkins IIE Tech Prep	Conference/Meeting Expense	January's Meeting	25.00	
Ashton Franklin Center District 063030	Perkins IIE Tech Prep	Other	Tech Prep Claim #3 2011	1,385.00	
Milledgeville High School 063030	Perkins IIE Tech Prep	Other	Claim #2	1,161.38	
Health Education of the Rock RIV063070	ICCB Innovation Grant	Conference/Meeting Expense	Seminar Fee S Poci 9/23/10	75.00	
Lynch, Janet 063070	ICCB Innovation Grant	Conference/Meeting Expense	Travel- 1/28/11	328.41	
St Louis Regional Processing Off063073	Federal Vets Post 9.11 Grant	Other Federal Gov. Sources	Return of Funds Devon Nicklaus	1,722.40	
St Louis Regional Processing Off063073	Federal Vets Post 9.11 Grant	Other Federal Gov. Sources	Funds Return M Hummel	1,507.50	
Accurate Biometrics, Inc 063075	IDHS AmeriCorps - Member Activit	Other Contractual Services	Fingerprinting Americorp	140.00	
LexisNexis Screening Solutions 1063075	IDHS AmeriCorps - Member Activit	Other Contractual Services	Member Background Check	28.00	
Fifth Third Bank 063075	IDHS AmeriCorps - Member Activit	Office Supplies	Wal-Mart	71.52	
Follett Bookstore 063075	IDHS AmeriCorps - Member Activit	Office Supplies	Department Bookstore Charges	17.25	
Smith, Cali 063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Travel-Retreat 1/8/11	71.09	
Souliere, Dacia 063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Travel 12/3/10 & 1/8/11	41.82	
Woodlawn Arts Academy 063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Reflection Retreat 3/19/11	155.00	
Souliere, Dacia 063075	IDHS AmeriCorps - Member Activit	Other Conference & Meeting	Travel 12/3/10 & 1/8/11	34.00	
Black Hawk College 063075	IDHS AmeriCorps - Member Activit	Other	Job Fair 3/23/11	100.00	
Illinois Public Health Association 063075	IDHS AmeriCorps - Member Activit	Other	FY 11 Dues	666.00	
Shedd Aquarium Society 063075	IDHS AmeriCorps - Member Activit	Other	Spring Break Trip	520.00	
State Universities Retirement Sy063075	IDHS AmeriCorps - Nonmember Activ	SURS	Matching Funds	231.27	
Staples 063075	IDHS AmeriCorps - Nonmember Activ	Office supplies	Office Supplies	270.00	
Gieseke, Heather 063075	IDHS AmeriCorps - Nonmember Activ	Other Conference & Meeting	Travel-Area Sites thru 1/24/11	91.80	

REPORT SVRCHR  
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PAYER/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
Gieseke, Heather	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	Travel- Site Visits thru 1/27/11	90.22
Woodin, Sarah	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	Travel-Site Visits thru 1/28/11	19.38
Gieseke, Heather	063075	IDHS AmeriCorps- Nonmember Activ	Other	Flowers MLK Speaker	35.00
Capilla, Naomi	063076	ISU FUSE	Consultants	FUSE presentation 2/7/11	100.00
Fifth Third Bank	063076	ISU FUSE	Other Materials and Supplies	NCERP	39.98
Anderson, Scott	063080	Regional Collaboration Grant	Conference/Meeting Expense	Wal-mart Fuse	139.16
Shulet, Nancy	064010	Online Nursing Program	Instructional Supplies	Grant Related Travel 1/28/11	40.00
Shuler, Nancy	064010	Online Nursing Program	Conference/Meeting Expense	Office Supplies	175.53
Shuler, Nancy	064010	Online Nursing Program	Conference/Meeting Expense	Travel-Site Visits thru 9/28/10	134.75
Shuler, Nancy	064010	Online Nursing Program	Conference/Meeting Expense	Travel-Site Visits thru 12/16/10	252.50
Sallie Mae Loan Servicing	064020	Private Student Loan	Other Revenues	Travel Site Visits thru 10/26/11	489.96
McGraw-Hill Companies	064060	VITAL Donation Grant	Instructional Supplies	Return Alternative A Celestino	1,250.00
Dominoes Pizza	101010	Booster Club	Other	Norms Book, TAME Testing	246.53
Upbeat, Inc.	101010	Booster Club	Other	Pizza Booster Club Sophomore Night	330.00
Hamilton, Jane	101060	Magic Club	Other	Custom Banners	318.35
Hamilton, Jane	101060	Magic Club	Other	Magic Club Scars Boosters	200.00
Salgado, Ana	101120	ALAS Club	Other	Magic Club	300.00
Mu Alpha Theta	101258	Math Club	Other	Lunch 1/28/11 ALAS Officers Meeting	36.40
Shaff, Steven	101258	Math Club	Other	Membership Fees 2011	90.00
Johnson, Jedidiah	103102	Women's Basketball Booster	Other	Lunch Math Counts 2/12/11	40.00
Akademy Professional	103103	Baseball Booster	Other	Team Outing 1/17/11	142.00
Illinois Department Employment	512	Risk Management	Unemployment Insurance	Baseball Supplies	1,685.00
Accurate Biometrics, Inc	12	Risk Management	4th Quarter Unemployment Tax 2010	3,204.64	
American DataBank LLC	12	Risk Management	Student Division EEU Classes	210.00	
American DataBank LLC	12	Risk Management	Staff Background Checks	256.00	
American DataBank LLC	12	Risk Management	Background Checks for Staff	160.00	

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PAYER/ VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	ITEM AMOUNT
CenturyLink	12	Risk Management	Telephone	811 Cama Trunk Lines	89.76
J & K Locksmith	12	Public Safety	Maintenance Services	Duplicate Keys	7.50
J & K Locksmith	12	Public Safety	Maintenance Services	Duplicate Keys	10.00
Verizon Wireless	12	Public Safety	Maintenance Services	Security Cell Phones	72.05
Stewart & Associates Inc	12	Public Safety	Other Contractual Services	Security Contract	5,781.38
Fifth Third Bank	12	Public Safety	Other Supplies	Opentip.COM	126.82
				BANK ACCOUNT 1 TOTAL:	943,004.60
				ALL ACCOUNTS TOTAL:	943,004.60

SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
AS OF FEBRUARY 28

SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
AS OF FEBRUARY 28

OPERATION AND MAINTENANCE FUND

	2010-2011 <u>YTD</u>	2010-2011 <u>Budget</u>	YTD / <u>Budget %</u>	2009-2010 <u>YTD</u>	2009-2010 <u>YTD</u>	YTD % Chng fm <u>Prev Yr</u>	2009-2010 <u>Total</u>
<b>Revenues</b>							
Local Governmental Sources	226,799	460,000	49.3%	219,682	240,986	3.2%	447,388
State Governmental Sources	71,683	365,466	19.6%	512,368	11,840	-70.2%	391,587
Student Tuition and Fees	564,399	571,600	98.7%			10.1%	519,763
Sales and Service		15,000	0.0%				
Facilities Revenue	1,700	6,000	28.3%	7,350	276	-76.8%	7,700
Investment Revenue	224	500	44.9%	37,801	37,801	-18.6%	736
Other Revenues	2,589	51,000	5.0%			-93.1%	145,529
<b>TOTALS</b>	<b>867,396</b>	<b>1,469,566</b>	<b>59.0%</b>	<b>1,030,305</b>	<b>1,030,305</b>	<b>-15.8%</b>	<b>1,512,705</b>
<b>Expenditures</b>							
Salaries	340,083	551,813	61.6%	367,396	139,845	-7.4%	552,217
Employee Benefits	136,789	270,564	50.5%	46,422	46,422	-2.1%	306,065
Contractual Services	30,795	75,800	40.6%	52,572	52,572	-33.6%	82,098
General Materials and Supplies	55,152	79,700	69.2%	1,199	1,199	4.9%	79,955
Conference & Meeting	655	2,200	29.7%	36,366	36,366	-45.4%	1,445
Fixed Charges	41,043	40,000	102.6%	336,441	336,441	-12.8%	35,796
Utilities	260,962	605,500	43.1%	10,486	10,486	-22.4%	554,262
Capital Outlay		15,000	0.0%				10,486
<b>TOTALS</b>	<b>865,481</b>	<b>1,640,577</b>	<b>52.7%</b>	<b>990,730</b>	<b>990,730</b>	<b>-12.6%</b>	<b>1,622,328</b>
<b>Transfers</b>							
Transfers From Other Funds				-175,000			-106,491
CHANGE IN NET ASSETS FUND BALANCE	1,914	3,989		39,575			-3,131
	2,763			649			649

**SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
AS OF FEBRUARY 28**

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Revenues	Local Governmental Sources	14,075,438	7,575,000	185.8%	359,526	814.9%	739,036
Investment Revenue		-8,655	10,000	-86.5%	35,372	124.4%	48,726
Other Revenues		29,464			9,914	197.1%	9,914
<b>TOTALS</b>		<b>14,096,247</b>	<b>7,585,000</b>	<b>185.8%</b>	<b>404,813</b>	<b>382.1%</b>	<b>797,677</b>
Expenditures	Contractual Services	16,790	120,000	76.9%	115,903	0.0%	220,261
	General Materials and Supplies	92,378			2,837	-20.3%	2,837
	Fixed Charges	6,912,955	4,220,000	12.7%	1,408,500	498.3%	1,988,483
	Capital Outlay	537,724				-61.8%	
	Other Expenditures						
<b>TOTALS</b>		<b>7,559,848</b>	<b>4,340,000</b>	<b>174.1%</b>	<b>1,527,242</b>	<b>395.0%</b>	<b>2,211,583</b>
CHANGE IN NET ASSETS		6,536,398	3,245,000	174.1%	-1,122,429	395.0%	-1,413,905
FUND BALANCE		488,151					3,951,752

SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
AS OF FEBRUARY 28

	2010-2011 <u>YTD</u>	2010-2011 <u>Budget</u>	YTD / <u>Budget %</u>	2009-2010 <u>YTD</u>	2009-2010 <u>YTD</u>	YTD % Chng fm Prev Yr	2009-2010 <u>Total</u>
<b>BOND AND INTEREST FUND</b>							
Revenues							
Local Governmental Sources	698,672	1,557,030	44.8%	680,050	680,050	2.7%	1,373,035
Investment Revenue	16,873	4,000	421.8%	22,585	22,585	-25.2%	7,981
<b>TOTALS</b>	<b>715,545</b>	<b>1,561,030</b>	<b>45.8%</b>	<b>702,636</b>	<b>702,636</b>	<b>1.8%</b>	<b>1,381,017</b>
Expenditures							
Contractual Services	76,054	500	210.8%	350	350	629.7%	350
Fixed Charges	1,209,393	1,364,982	88.6%	1,354,715	1,354,715	-10.7%	1,334,582
<b>TOTALS</b>	<b>1,285,447</b>	<b>1,365,482</b>	<b>94.1%</b>	<b>1,355,065</b>	<b>1,355,065</b>	<b>-5.1%</b>	<b>1,334,932</b>
CHANGE IN NET ASSETS	-569,901	195,548	94.1%	-652,428	-652,428	-5.1%	46,084
FUND BALANCE	218,363						788,264

SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
AS OF FEBRUARY 28

	2010-2011 <u>YTD</u>	2010-2011 <u>Budget</u>	YTD / <u>Budget %</u>	2009-2010 <u>YTD</u>	2009-2010 <u>Total</u>	YTD % Chng frm Prev Yr
<b>AUXILIARY ENTERPRISES FUND</b>						
Revenues						
Student Tuition and Fees	280,006	250,000	112.0%	273,257	277,356	2.4%
Sales and Service	27,584	37,700	73.1%	24,474	56,301	12.7%
Facilities Revenue	61,161	100,000	61.1%	107,508	120,680	-43.1%
Investment Revenue	2,045	1,500	136.3%	1,995	2,054	2.5%
Other Revenues	1,232,424	2,058,200	59.8%	1,340,410	2,032,333	-8.0%
<b>TOTALS</b>	<b>1,603,222</b>	<b>2,447,400</b>	<b>65.5%</b>	<b>1,747,646</b>	<b>2,488,725</b>	<b>-8.2%</b>
Expenditures						
Salaries	80,533	132,878	60.6%	89,883	137,032	-10.4%
Employee Benefits	12,235	17,524	69.8%	13,488	52,429	-9.3%
Contractual Services	1,300,676	2,118,574	61.3%	1,139,793	1,724,650	14.1%
General Materials and Supplies	35,765	70,090	51.0%	44,622	63,596	-19.8%
Conference & Meeting	40,002	58,383	68.5%	31,375	57,496	27.5%
Fixed Charges	14,641	22,950	63.8%	19,866	21,406	-26.3%
Capital Outlay				8,740	8,740	
Other Expenditures				1,209		
<b>TOTALS</b>	<b>1,483,853</b>	<b>2,420,399</b>	<b>61.3%</b>	<b>1,348,979</b>	<b>2,065,352</b>	<b>10.0%</b>
Transfers						
Transfers to Other Funds				100,000	100,000	
Transfers From Other Funds				-100,000	-100,000	
CHANGE IN NET ASSETS				398,667	423,373	
FUND BALANCE					793,301	

SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
AS OF FEBRUARY 28

SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
AS OF FEBRUARY 28

	2010-2011 <u>YTD</u>	2010-2011 <u>Budget</u>	YTD / <u>Budget %</u>	2009-2010 <u>YTD</u>	2009-2010 <u>YTD</u>	YTD % Chng fm <u>Prev Yr</u>	2009-2010 <u>Total</u>
<b>WORKING CASH FUND</b>							
Revenues							
Local Governmental Sources	510,000	30,000	36.7%	18,130	18,130	0.0%	20,491
Investment Revenue	11,031					-39.1%	
<b>TOTALS</b>	<b>521,031</b>	<b>30,000</b>	<b>736.7%</b>	<b>18,130</b>	<b>18,130</b>	<b>773.8%</b>	<b>20,491</b>
Expenditures							
Investment Revenue							
<b>TOTALS</b>							
Transfers							
Transfers to Other Funds		30,000					20,491
<b>CHANGE IN NET ASSETS</b>	<b>521,031</b>						
<b>FUND BALANCE</b>	<b>2,491,814</b>			<b>18,130</b>			<b>1,970,783</b>

SAUK VALLEY COMMUNITY COLLEGE  
 REVENUES, EXPENDITURES, AND TRANSFERS  
 AS OF FEBRUARY 28

	2010-2011 <u>YTD</u>	2010-2011 <u>Budget</u>	YTD / <u>Budget %</u>	2009-2010 <u>YTD</u>	YTD % Chng fm Prev Yr	2009-2010 <u>Total</u>
<b>REVENUES</b>						
State Governmental Sources				46,772	-26.5%	54,991
Other Revenues						
<b>TOTALS</b>	<b>34,334</b>	<b>34,334</b>	<b>100%</b>	<b>46,772</b>	<b>-26.5%</b>	<b>54,991</b>
<b>EXPENDITURES</b>						
Capital Outlay				28,553	-59.5%	52,439
Other Expenditures						
<b>TOTALS</b>	<b>11,545</b>	<b>11,545</b>	<b>100%</b>	<b>28,553</b>	<b>-59.5%</b>	<b>52,439</b>
CHANGE IN NET ASSETS	22,789	18,218	-59.5%	2,552	2,552	
FUND BALANCE	57,581			34,792		

SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
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<u>AUDIT FUND</u>	2010-2011 <u>YTD</u>	2010-2011 <u>Budget</u>	<u>YTD / Budget %</u>	2009-2010 <u>YTD</u>	2009-2010 <u>YTD</u>	<u>YTD % Chng fm Prev Yr</u>	<u>2009-2010 Total</u>
<b>Revenues</b>							
Local Governmental Sources	21,066	44,000	47.8%	20,917	20,917	.7%	42,171
Investment Revenue	10	200	5.3%	64	64	-83.5%	22
<b>TOTALS</b>	<b>21,076</b>	<b>44,200</b>	<b>47.6%</b>	<b>20,982</b>	<b>20,982</b>	<b>.4%</b>	<b>42,193</b>
<b>Expenditures</b>							
Salaries	3,738	8,221	45.4%	3,613	3,613	3.4%	5,420
Employee Benefits	988	2,366	41.7%	996	996	-8%	1,483
Contractual Services	25,000	38,000	65.7%	60,676	60,676	-58.8%	88,776
General Materials and Supplies				10	10		10
<b>TOTALS</b>	<b>29,726</b>	<b>48,587</b>	<b>61.1%</b>	<b>65,296</b>	<b>65,296</b>	<b>-54.4%</b>	<b>95,689</b>
CHANGE IN NET ASSETS FUND BALANCE	-8,649	-4,387	61.1%	-44,314	-44,314	-54.4%	-53,496
	-14,480						-5,831

SAUK VALLEY COMMUNITY COLLEGE  
REVENUES, EXPENDITURES, AND TRANSFERS  
AS OF FEBRUARY 28

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# Board Policy Review

Board Policies:

Board Policy  
419.01 Fringe Benefits

Board Policy  
420.01 Other Leaves

Board Policy  
420.02 Jury Duty

Board Policy  
421.01 Outside Employment

#### 419.01 Fringe Benefits

A. Group Health Plan Coverage and Life Insurance – Details of hospitalization/major medical and life insurance for all full-time faculty members may be found in the Faculty Contract.

The College shall make available group health plan coverage and life insurance coverage for all full-time employees and their eligible dependents. Such coverages may be through third party carriers, offered on a self-insured basis by the College, or other health care options, at the discretion of the Board. The types and extent of coverage shall be determined by the Board from time to time. The Board shall determine that portion of premium or other cost which will be paid by the College. To the extent the cost is not paid by the College, the employee shall pay the balance of the cost attributable to coverage for that employee and to any dependent coverage taken by the employee. Such costs shall be deducted, pro-rata, from the employee's pay unless otherwise authorized by the employee. In the event of termination of employment of the employee prior to the time that the employee has paid the necessary portion of the coverage cost, any balance shall be deducted from the final pay of the employee.

B. Section 125 – details of Section 125 for all full-time faculty members may be found in the Faculty Contract.

The Board shall establish a Section 125 plan in accordance with the requirements of Section 125 of the Internal Revenue Code through salary reduction that will allow full-time staff to elect to designate a portion of their salary for the payment of any allowable expenses not paid by the Board.

C. Tuition Free Enrollment – details of tuition free enrollment for all faculty members may be found in the appropriate Faculty Contract.

The College offers tuition free enrollment at Sauk Valley Community College for all full-time employees, their spouses, and their children under 23 years of age. Part-time employees working at least 20 hours per week and having completed one year of service are eligible for tuition waivers on a prorated basis. If an employee dies while working for

the College, this tuition waiver will remain in effect for his/her surviving dependents under 23 years of age. It is the obligation of the employee to pay the student activity fee.

D. Academic Robe Expenses – the College will pay regular expenses for academic robes and regalia required for any Sauk Valley function.

E. Tuition Reimbursement – details of tuition reimbursement for all full-time faculty members may be found in the Faculty Contract.

The Board will pay tuition and mandatory fees at the rate of not more than \$115 per credit hour up to a maximum of \$1,380 per year for those courses taken by full-time administrators, and full-time support and professional/technical staff, providing these courses are related to their work at the College. All courses must be approved in advance by the respective Vice President/President and reimbursement will be limited to 12 credit hours per year. Any exceptions are to be made by the appropriate Vice President/President with the approval of a developmental plan. Reimbursement may be used for graduate or undergraduate credit, for workshops, seminars, or symposiums as equated by the appropriate Vice President/President. Reimbursement shall be made upon the presentation of the receipt from the institution where the staff member was enrolled to the Vice President of College Services and must be approved by the appropriate Vice President/President approving such reimbursement and upon completion of the course and receipt of the transcript.

F. Retirement program – SURS provides retirement, disability, death, and survivors benefits to all eligible participants. Generally, SURS covers all employees, including part-time employees that work for the College for at least one continuous academic term.

Details concerning retirement allowances, disability benefits, reciprocity and refunds allowances are contained in the SURS handbook which is issued to every member at the beginning of his/her employment.

G. Vacations – details of annual vacation for the 12-month counselors and librarians may be found in the Faculty Contract.

Support and professional/technical staff, and administrators will earn annual vacation at the following rates per month:

SUPPORT STAFF

First and second years of employment	1.000 days
Third and fourth years of employment	1.083 days
Fifth and sixth years of employment	1.250 days
Seventh and eighth years of employment	1.330 days
Ninth and tenth years of employment	1.420 days
Eleventh and twelfth years of employment	1.500 days
Thirteenth and fourteenth years of employment	1.580 days
Fifteenth and all subsequent years of employment	1.670 days

PROFESSIONAL TECHNICAL STAFF

First and second years of employment	1.170 days
Third and fourth years of employment	1.250 days
Fifth and sixth years of employment	1.420 days
Seventh and eighth years of employment	1.500 days
Ninth and tenth years of employment	1.580 days
Eleventh and twelfth years of employment	1.670 days
Thirteenth and fourteenth years of employment	1.750 days
Fifteenth and all subsequent years of employment	1.830 days

ADMINISTRATORS

Administrators will earn annual vacation at the rate of two days per month.

The above rates are effective with the first day of the first full month of employment.

The scheduling of all vacations shall be approved by the employee's supervisor. All vacations earned must be taken by the employee within 18 months (i.e., by December 31<sup>st</sup>) of the close of the fiscal years during which the vacation time has been earned. If not taken within the time specified, any accumulated vacation days shall be lost. Employees are encouraged to use vacation days rather than allow them to accumulate. Unless specifically excepted by the President, all employees shall take vacation or personal days during the period the College is scheduled to be closed in December and in the first week of January, as shown by the College calendar.

IT IS INTENDED THAT NO VACATION TIME WILL BE USED BEFORE BEING EARNED. However, should any employee seek to take vacation in advance of

or for greater extent than earned, it may be allowed only with the prior written approval of a supervisor or a Vice President. Should their employment with the College be later severed before all used vacation days have become earned, any excess vacation days taken will be deducted from their final salary payment. Earned, but unused vacation upon separation from employment will be paid to the employee at the pay rate in effect at the time of separation.

Regular part-time employees that have a date of hire of 09/01/92 or earlier will earn comparable vacation time on a pro-rata basis. This pro-rata will be earned at the same ratio as their regular employment bears to a comparable full-time work-schedule. Employees working less than full-time and hired after 09/01/92 will not be authorized vacation time.

H. Sick Leave – details of sick leave for all full-time faculty members may be found in the Faculty Contract.

All full-time administrators, support, and professional/technical staff shall accrue sick leave at the rate of 17 days the first year and 12 days per year thereafter. (Ten-month employees will have prorated sick leave – 15 days the first year and 10 days thereafter.) Employees working less than full-time will not be authorized sick time.

Sick leave may be accumulated without limit. Sick leave shall be credited to each employee at the beginning of each fiscal year so that the accumulated unused sick leave from prior periods plus the credit for the current year will be the total amount of sick leave benefits available to that employee through the end of the fiscal year (June 30<sup>th</sup>). This procedure has the effect of crediting the employee with a sick leave advance which must be repaid to the College through full-time employment during the fiscal year.

It is intended that no sick time will be used before being earned. However, in extraordinary circumstances, sick leave in advance of being earned or for a greater extent than earned may be allowed as provided in this paragraph on the prior written request of the employee's supervisor, and the prior written approval of the President. Additional sick leave may be granted in the sole discretion of the President, and will only be available to the extent of sick leave to which the employee would be entitled and credited at the beginning of the next fiscal year. In exercising his or her discretion, the President

shall consider the likelihood of the employee's return to full-time employment, the probable date for return, and the best interests of the College. Should employment terminate after an employee has used unearned sick leave in advance, the unearned portion of the sick leave used will be considered as a debt to be repaid to the College by deduction from the final salary payment at the pay rate in effect at the time of separation. An employee will not be paid for unused sick leave when termination or resignation from the College occurs.

An employee who must be absent from duty because of illness shall notify his/her supervisor at the earliest possible time. Every day of absence for sickness should be indicated on the employee's time sheet. Any absence for reasons which qualify under the Family and Medical Leave Act must be counted toward 12 workweeks of leave allowed under that policy.

Eligible employees are entitled to take sick leave as a result of personal illness or injury, serious health condition or death in the immediate family or household, or exposure to a contagious disease. Conditions relating to pregnancy shall be treated as any other serious health condition.

As a condition to such sick leave, the staff member may be required to furnish a written statement from the member's physician describing the condition of the ill-being and physical reasons for the staff member's inability to work. In the event of sick leave taken because of a sickness of a member of the employee's immediate family, as a condition to sick leave, the staff member may be required to furnish a statement from the treating physician describing the condition of the ill-being and physical reasons for the necessity for the staff member to be with the family member.

In its discretion, and at its own expense, the College may require a second independent physical examination, and in the event the staff member is found physically able to return to work and fails or refuses to do so, his/her employment shall be terminated.

I. Personal Leave – details of personal leave for all full-time faculty members may be found in the Faculty Contract.

All full-time administrators, support, and professional/technical staff shall accrue two personal leave days annually that may be taken for personal reasons. In addition, a third personal leave day may be taken annually, and if taken, will be charged against the sick leave credit of the individual. Any unused personal leave time remaining at the end of the fiscal year will automatically roll over into the accumulated sick leave account of the individual.

Staff members shall make reasonable effort to provide adequate notice to their supervisors when they are to be on a personal leave of absence.

J. Family and Medical Leave of Absence Policy – The College will grant Family and Medical leave of absence for eligible employees for up to 12 weeks per year (defined as a 52 consecutive week period).

1. Employees are entitled to take leave for the purposes stated below:

- a. upon birth of an employee's child and in order to care for the child within the first 12-months after birth;
- b. upon the placement of a child with the employee for adoption or foster care within the first 12-months after placement;
- c. in order to care for a spouse, child or parent of the employee who suffers from a serious health condition – "child" is defined as a son or daughter either under 18 years of age, or 18 years of age or older but incapable of self-care; "serious health condition" is an illness, injury, impairment or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility, or continuing treatment by a health care provider; or
- d. because of a serious health condition that makes the employee unable to perform the functions of the employee's position.

2. Eligibility for absence under the Family and Medical Leave Act – To be eligible for a leave of absence under this policy, an employee must have been employed by the College for at least 12 months (not required to be consecutive) and must have worked at least 1,250 hours during the 12-month period preceding the commencement of the leave of absence. Thus, new

employees and part-time or seasonal employees working fewer than 1,250 hours a year are not entitled to family or medical leave of absence. The annual Family and Medical Leave Act allotment is a rolling 12-month period. Each time an employee takes leave, the balance of the employee's 12-week entitlement which has not been used during the immediately preceding 12-month period may be used, however, there is no carryover or accrual of unused family and medical leave, except as otherwise provided in these policies.

3. Request for Leave/Notice by Employee – Any employee who desires a leave of absence pursuant to this policy must complete, sign, and submit a Request for Leave to his/her immediate supervisor. When the need for leave of absence is foreseeable or anticipated, such as planned medical treatment or the birth of a child, the employee must make his/her best efforts to schedule leave so as not to disrupt the College's operations and must submit the Request for Leave not less than 30 days before the date the leave is to begin.

If the need for leave was not foreseeable, the employee must submit a Request for Leave as far in advance of the date of leave is to begin as is practicable.

4. Intermittent or Reduced Scheduled Leave – A leave of absence pursuant to this policy may be taken by the employee on an intermittent (rather than on an uninterrupted) basis or on a reduced schedule if medically necessary as a result of an employee's serious health condition or that of his or her spouse, child, or parent. Where leave is taken because of birth or placement of a child for adoption or foster care, an employee may take leave intermittently or on a reduced leave schedule only if approved by his/her immediate supervisor. The smallest increment of leave allowed to be taken in this category is one hour.
5. Certification Procedure – Every Request for Leave pursuant to this policy must include a written medical certification from the applicant's licensed medical care provider (except when the reason for the requested leave of

absence is the birth of a child or the placement of a child for adoption or foster care). The written medical certification must be submitted within 15 calendar days, or as soon as possible. It is the responsibility of the employee to submit the written medical certification. It shall be attached to the Request for Leave. The written medical certification must state the following:

- a. The date of which the serious medical condition commenced.
- b. The probable duration of the condition.
- c. The appropriate medical facts regarding the condition and its duration.

If the basis for a proposed leave of absence is an employee's own serious health condition, the written medical certification must also include a statement that the employee is unable to perform the functions of his or her position. If the basis for a proposed leave of absence is a serious health condition of the spouse, child, or parent, the written medical certification must also include a statement that the employee is needed to care for the spouse, child, or parent, as well as an estimate of the amount of time the employee is needed to provide the care.

In its discretion, and at its own expense, the College may require a second medical opinion after an employee submits a medical certification. If the second medical opinion differs from the original medical certification, the College may require the employee to submit to examination by a third physician, the identity of whom will be agreed upon by the College and the employee requesting the leave of absence. The College may require periodic recertification by an employee's medical care provider when the College in its discretion deems recertification is warranted.

6. Conditions of absence under the Family and Medical Leave Act – The following conditions apply to a leave of absence pursuant to this policy:

- a. In its discretion, the College may require an employee taking an approved leave of absence to periodically report on his or her status and intention to return to work.

- b. If an employee is granted a leave of absence on an intermittent basis or on a reduced schedule basis, the College may require the employee to temporarily transfer to an alternative position that accommodates the employee's recurring absences or part-time schedule.
- c. When applicable, spouses that are both employed by the College are entitled to 12 weeks of leave in total, rather than 12 weeks leave of absence each.
- d. If at the time of applying for a leave of absence or during the leave of absence the employee intends not to return to work or decides not to return to work after completion of the leave of absence, the employee will be liable to and required to reimburse the College for the cost of payments made to maintain the employee's benefits during the leave of absence.

7. Compensation and benefits during absence under the Family and Medical Leave Act ~ Employees must use accrued paid vacation time or paid sick/personal time (if available and applicable), or both, (including time off for job related injuries) toward all or part of the maximum 12-week period allowed for an approved leave of absence pursuant to this policy. Employees on Family and Medical Leave shall maintain health benefits under the College's self-funded plan at the same rate and coverage prior to illness. Employees must arrange with the College's Personnel Office to pay any contributions due for continuation of the coverage, if applicable. Employees on Family and Medical Leave which is unpaid, shall not accrue sick/personal leave or vacation, and shall not be eligible for any other benefits (i.e., holiday pay, tuition reimbursement, tuition waiver) which existed when working. Responsibility for payment of any obligations previously deducted from regular biweekly paychecks, such as payroll deductions, rests with the employee.

8. Return from an approved Family and Medical Leave of Absence – Upon returning from an approved leave of absence granted as a result of an employee's own serious health condition, an employee must present written medical certification from his or her medical care provider stating that he or she is able to perform the essential functions of his or her job with or without reasonable accommodation. At that time, the College will place the employee in his or her former position. If the former position is not available, the employee will be placed in an equivalent position with equivalent compensation and benefits. The College can deny reinstatement if the employee would otherwise not have been employed at the time reinstatement is requested, such as if the employee would have been laid off.

If an employee does not return to work on the agreed upon date, the employee will be considered to have voluntarily terminated his or her employment. Under no circumstances will a leave of absence be approved for longer than a period of 12 weeks.

With respect to "highly paid" or "key" employees, there may be circumstances where no positions are available upon the expiration of his or her leave of absence. In such circumstances, the employee will be terminated from the College. A "Key" or "highly paid" employee is a salaried employee who is among the highest paid 10 percent of those employees working for the College.

K. Discretionary Leave of Absence Without Pay – details of leave of absence for all full-time faculty members may be found in the Faculty Contract.

In its discretion, the College may grant leave of absence without pay to an employee if, in the opinion of the College, such leave would serve the best interest of the College and the employee. This Section is applicable only after any leave available and applicable under Family and Medical Leave as provided in Policy 419.01J is exhausted. No leave of absence without pay shall be granted to any employee who has accrued paid vacation time or who is eligible to be paid sick/personal time, or both, (to the extent that accrued paid leave is available and applicable).

An employee seeking leave of absence without pay shall request leave by giving written notice to the College at least 30 days in advance of the date of the proposed start of leave of absence without pay. Leave of absence without pay must be approved in advance by the employee's supervisor. Leave of absence without pay for more than one calendar month in any fiscal year must be approved in advance by the President.

An employee on leave of absence without pay under this leave provision shall maintain health benefits under the College's health plan at the same rate and coverage prior to leave, but shall pay all premiums for such coverage. During the period of leave of absence without pay under this policy, an employee must arrange with the College's Personnel Office to pay all contributions due for continuation of coverage. Failure to make such payment shall constitute resignation from employment.

Employees on leave of absence without pay under this Section shall not accrue sick/personal leave or vacation, and shall not be eligible for any other benefits which existed or accrued when working.

An employee concurrently on SURS disability leave and on leave of absence without pay under this Section shall have his or her leave of absence without pay terminated after six months. Grant of leave of absence without pay under this Section does not guarantee the employee will return to the same or a similar job at the end of the leave. The College may deny reinstatement if the employee would not otherwise have been employed at the time reinstatement is requested.

Failure to return to work at the end of an approved leave of absence will be considered to be a resignation.

L. Section 403(b) Annuity Program – The College believes that it is in the best interest of its employees that the employees be able to make use of Retirement Benefit Programs. The College shall, from time to time, reasonably facilitate employee participation in Section 403(b) annuity programs, and shall effect salary reductions on behalf of qualified employees when such employees comply with this policy.

The responsibility of the College to provide for salary reductions and to make the contributions to a designated Benefit program is subject to the following requirements:

1. The employee shall use and complete such appropriate forms as required and provided by the College.
2. The Benefit Service Provider shall have entered into a service provider agreement in form satisfactory to the College.
3. The employee shall use only (a) those service providers who have entered into an agreement with the College as provided in Paragraph 2, and (b) appropriate salary reduction agreements in the form as approved from time to time by the office of College Services of the College.

03/23/87	07/27/92	11/28/94	05/26/98	06/23/03
05/21/90	11/23/92	10/27/97	11/23/98	6/28/04
2/25/91	10/31/94	03/23/98	10/20/99	

420.01 Other Leaves

The President, with the approval of the Board of Trustees, may grant other leaves of absence with full pay, reduced salary or without salary for the purpose of professional development, acceptance of professional assignments of limited duration with other colleges, governmental agencies, or with foreign nations. Such leaves shall be for appropriate purposes consistent with the needs and interests of the College. Application for such leaves shall be made, in writing, to the President, and shall state the purpose for which the leave is requested, its anticipated duration, and its value to the College. The terms and conditions of the leave shall be determined at the time the request for leave is acted upon.

2/12/79

420.02 Jury Duty Leave

The Board shall pay regular salary to a full-time employee called to serve as a juror, and the employee shall retain any reimbursement.

2/12/79

8/17/84

11/28/94

8/25/08

421.01 Outside Employment

Any staff member who accepts outside employment shall notify the appropriate supervisor in writing prior to accepting such employment. Such employment shall in no way interfere with the College's ability to schedule classes and/or an employee fulfilling his/her duties and responsibilities.

2/12/79  
10/25/04

**Sauk Valley Community College**  
**February 28, 2011**

**Action Item 5.1**

**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 Board Policy 409.01 Administrative Employment Contracts, Contract Continuation and Contract Termination for second reading.

409.01 Administrative Employment Contracts, Contract Continuation, and Contract Termination

A. Basic Term of Employment and Termination

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. Contract Continuation

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. 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.
4. 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. Contract Termination During Term

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; *Board Policy 415.01* 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 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  
12/17/07

**Sauk Valley Community College**  
**February 28, 2011**

**Action Item 5.2**

**Topic:** **Full-Time Faculty Appointments 2011-2012**

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

**Presentation:**

Annually the Board takes action on the administrative recommendations for faculty.

**Faculty Term Appointments**

At the end of the spring semester, the following faculty member will have completed one semester of satisfactory service as a term appointee and is eligible for reappointment to one year of the same designation:

Amy West

At the end of the spring semester, the following faculty member will have completed one year of satisfactory service as a term appointee and is eligible for reappointment to another year of the same designation:

Catherine Vos

At the end of the spring semester, the following faculty members will have completed two years of satisfactory service as term appointees and are eligible for reappointment to another year of the same designation:

Chris Carlson  
Carrie Conderman  
Jonathon Mandrell

At the end of the spring semester, the following faculty members have completed the contract year in which the 70<sup>th</sup> birthday occurred, so are eligible for reappointment to one year as a term appointee.

Stanley Shippert  
Kenneth Youel

The following faculty members are on continuing contracts and will continue at their current rank.

### **Faculty Continuing Appointments**

Charles Atchley	Mary Heitmann
Noel Berkey	Debi Hill
Tom Breed	Mary Ann Hurd
David Breen	Thomas Irish
Dianna Brevitt	Janet Matheney
Pamelia Cunningham	Steve McPherson
Dennis Day	Kevin Megil
Robert Duncan	Ruth Montino
David Edelbach	Kris Murray
Paul Edleman	John Nelson
Amianda Eichman	Steve Nunez
Richard Eichman	Ralph Pifer
Ernie Etter	Steve Shaff
Terry Lyn Funston	Bradley Smith
Chris Gehlach	Charles West
L.Scott Gillihan	Val Wittman
Jane Hamilton	James Wright
Jason Hedrick	

### **New Continuing Appointment Tenure**

The following faculty member satisfactorily completed the period of instructional service as a term appointee and is eligible for a continuing appointment (tenure).

Penny Duncan

### **Recommendation:**

The administration recommends that the Board approve the faculty contracts as presented effective fall 2011.

Sauk Valley Community College  
February 28, 2011

Action Item 5.3

**Topic:** Floor Scrubber Purchase

**Presented By:** Dr. George Mihel and John Ditto

**Presentation:**

The College has a 1997 battery-powered Convertamatic Floor Scrubber that has been used by the custodial staff extensively over the years and is in need of replacement.

A bid announcement was placed in the *Dixon Telegraph* and *Sterling Daily Gazette*, and detailed specifications were sent to five vendors. The specifications included a request for a 28" Eco-friendly battery-powered riding floor scrubber. The scrubber should be able to scrub and vacuum in one pass, utilizes a water conservation system, can clean using detergent or water, and provides the necessary power to clean all floors in one pass. Five bids were received. The cost will be paid by Funding Bonds.

Company Name	Model	Bid	
Am-San Supply Company, Lombard, IL	Advenger X2805 EcoFlex	\$11,338.16	
HP Products, Alsip, IL	Taski Swingo 2500	\$12,168.02	
Advance Commercial Equipment, Chicago, IL	Advenger X2805 EcoFlex	\$14,999.00	
Nilfisk-Advance, Inc., Plymouth, MN	Advenger X2805 EcoFlex	\$15,699.00	
Green Clean Solutions Chicago, IL	Taski Swingo 2500	\$11,471.00	Received after bid deadline and did not meet bid specifications

**Recommendation:**

The administration recommends the Board approve the bid from Am-San Supply Company for an Advenger X2805 EcoFlex Riding Floor Scrubber in the amount of \$11,338.16, to be paid from Funding Bonds.

**Sauk Valley Community College**  
**February 28, 2011**

**Action Item 5.4**

**Topic:** **Full-Time Staff One-Time Stipend**

**Presented By:** **Dr. George Mihel**

**Presentation:**

Negotiations with full-time faculty resulted in a zero increase in salary and some major concessions in benefits. Because of the reduction in net revenue for the employee and the unexpected surplus in college reserves, each faculty member was given a one-time stipend of \$1,000. In fairness to the other constituent groups the same stipend should be awarded.

**Recommendation:**

The administration recommends the Board approve the one-time stipend of \$1,000 to each full-time member of the administration, professional technical, and support groups hired prior to 10/1/10; \$500 to those individuals hired 10/1/10 to 12/31/10 (list attached)

Sauk Valley Community College  
February 28, 2011

Action Item 5.5

**Topic:** **Part-Time Staff One-Time Stipend**

**Presented By:** **Dr. George Mihel**

**Presentation:**

In fairness to our permanent part-time employees the administration would like to have consideration to a one-time stipend for this group.

**Recommendation:**

The administration recommends the Board approve the one-time \$500 stipend for all permanent part-time employees hired before 10/1/10 working 20 hours or more per week; \$250 for those hired between 10/1/10 and 12/31/10. (list attached)

**Sauk Valley Community College**  
**February 28, 2011**

**Action Item 5.6**

**Topic:** **Faculty Retirement**

**Presented By:** **Dr. George Mihel and Alan Pfiefer**

**Presentation:**

Mr. Niemeyer has taught in our electricity program for over 10 years and has been instrumental in expanding our corporate training opportunities. We appreciate Loren's service to the college and our students.

**Recommendation:**

The administration recommends the Board approve the retirement of faculty member Mr. Loren Niemeyer effective May 31, 2011.