

Information:

Drawer: Accounts Payable - Invoices **Vendor Number:** 1086218 **Vendor Name:** Illinois Community College Risk Management Consortium,ICCRMC

Check Details:

Check Number: 0346358 **Check Amount:** \$ 9,841.00 **Check Date:** 11/11/2025

Invoice Details:

Invoice Number: 2025VR000395 **Invoice Date:** 11/7/2025 **PO Number:** NULL **Voucher Number:** V0912876

Document Type: AP Invoice

Document Below

Check Request Form

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Administrative Procedure 2.21, Vendor Payment.

Date: _____ Vendor ID: _____ Vendor Name: _____

Payee Address: _____ Payment Due Date: _____

Invoice Number	GL Account number(s) e.g. 01-80-00757-5401001	GL Account Name e.g. Office Supplies	Amount
Total			\$

Check the appropriate box below:

- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.
- ☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Description on Check:

Other Instructions:

All requests will require the following approvals:

Requester: _____ Print Name: _____

Budget Officer: _____ Print Name: _____

Requests \$10,000 and over will require the additional approvals below:

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Next Level Supervisor (if applicable): _____ Print Name: _____

Area Administrator (only required if request is \$10,000 and over): _____ Print Name: _____

Area Cabinet Officer (only required if request is \$25,000 and over): _____ Print Name: _____

Board Approval Date (only required if request is \$25,000 and over): _____

Return approved request and all supporting documentation to Accounts Payable (SRC 2132A), invoicing@cod.edu

Check Request Form *(cont.)*

Processing a Check Request:

To expedite the processing of a check request, or other non-purchase order disbursement, the requesting department should:

1. Verify that the vendor intake process has been completed by the Procurement Office.
Payment cannot be made to a vendor until this process has been completed.
2. Complete and review this check request form and confirm that all relevant supporting documentation is attached including fully executed contracts, if applicable.
3. Ensure the payee information is complete and includes the vendor's Colleague ID number.
4. Ensure that the general ledger account number is included and correct.
5. Maintain a copy of the approved check request form for department records.
6. Submit the completed check request form to the Accounts Payable Office.

The check request form will be returned to the budget officer if the information is incomplete, not in compliance with College Policy, or if budget is not available.



College of DuPage

Non-Accounts Receivable Deposit Form

1. Complete the form in its entirety.
2. Click "Attachments" and add all required attachments.
3. Click "Print" if depositing cash or check.
4. Click "Submit NARD Form" to submit the form electronically.

Name	Employee ID	Date
Vosicky, Judith	0049606	10/20/2025
Phone Number	Email Address	
(630) 942-2222	vosicky@cod.edu	
Department	Event	
Finance	Restitution Revenue	
Nard Code	Nard System	
FMISC	NA	

Enter Deposit Information

GL Number	DepositAmount	Description	
01-10-00409-4900020	\$ 9841.00	Case #2025VR000395	X
Add Line		Remove Last Line	

Grand Total:

\$	9841.00
----	---------

Breakdown of Deposit Amounts

Cash	Checks	American Express
\$ 0.00	\$ 9841.00	\$ 0.00
Discover	MasterCard	Visa
\$ 0.00	\$ 0.00	\$ 0.00

WireTotal Deposit

\$0.00

\$9841.00

For Office Use Only

Monies Verified	Session Number	Receipt Number	Date Reviewed
KD	80104	002485314	10.21.2025

Cashier Name

Kim Dietrich

Notes

No changes made. KD 10.21.2025

CANDICE ADAMS
Clerk of the 18th Judicial Circuit Court
DuPage County, IL

BANK ACCOUNT NUMBER	CHECK DATE	CHECK AMOUNT	CHECK NUMBER
20021674	10/16/2025	***** \$9,841.00	822065

CASE NO: 2025VR000395

RESTITUTION FOR C.O.D.

24CF1063: 24CF1064&24cf1065(RESTITUTION PAYMENTS)

THIS CHECK IS PROTECTED BY A VOID PANTOGRAPH, MICROPRINT SIGNATURE LINE AND A HEAT SENSITIVE PADLOCK ICON. ADDITIONAL SECURITY FEATURES ARE LISTED ON BACK.

JPMORGAN CHASE Post G/L
Chicago, IL
Criminal Traffic Bank Account

Clerk of the Circuit Court, DuPage County, Illinois ²⁻¹ **Check No.**
P.O. Box 707 • Wheaton, Illinois 60189-0707 • (630) 407-8600 ⁷¹⁰ **822065**

Case No. 2025VR000395

10/16/2025

PAY *****NINE THOUSAND EIGHT HUNDRED FORTY ONE AND 0/100 US DOLLARS

***** \$9,841.00

Pay
to the
order
of
COLLEGE OF DUPAGE





MP

MP

VOID IF NOT CASHED WITHIN 60 DAYS

SIGNATURE LINES CONTAIN MICROPRINTING

Clerk of the 18th Judicial Circuit Court

⑈ 8 2 2 0 6 5 ⑈ ⑆ 0 7 1 0 0 0 0 1 3 ⑆

200 2 1 6 7 4 ⑈

COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN, IL 60137

Package History

Date	User	Action
10/20/2025 2:23:02 PM	Vosicky, Judith	Added attachment 'restitution%20check_9841.00%2010_2025.pdf'
10/20/2025 2:23:02 PM	Vosicky, Judith	Submitted 'FINA NARD Form'
10/20/2025 2:28:13 PM	Flow Nard - AR	Received
10/21/2025 2:21:17 PM	Dietrich, Kim	Decision Approved on step 'AR - Queue 1'
10/21/2025 2:21:18 PM		Workflow Ended

From: [Vosicky, Judith](#)
To: [Resnick, Michelle](#)
Subject: FW: ICCRMC / College of DuPage - Date of Loss: 11-27-23 - CCMSI Claim# 23C80K946812
Date: Friday, November 7, 2025 9:24:44 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[NARD_33848.pdf](#)

Hi Michelle – Yes, please use 01-10-00409-4900020 on your check request, since this was never our revenue to begin with.

Thanks for asking,

Judy Vosicky
College of DuPage, Accounting Manager
425 Fawell Blvd.
Glen Ellyn, Illinois 60137-6599
630-942-2222
vosicky@cod.edu



From: Resnick, Michelle <resnickm@cod.edu>
Sent: Friday, November 7, 2025 9:08 AM
To: Vosicky, Judith <vosicky@cod.edu>
Subject: RE: ICCRMC / College of DuPage - Date of Loss: 11-27-23 - CCMSI Claim# 23C80K946812

Good Morning,

We received that check for \$9,841 and deposited it to GL 01-10-00409-4900020, as we do with all

restitution revenue. Since the check has been deposited, we need to fill out a check request form. Can I use that same GL on the check request form or do you recommend a different one?

Please let me know if you have any questions.

Thank you.

Michelle Resnick

Manager of Accounts Receivable
College of DuPage

425 Fawell Blvd. | SRC 2130 | Glen Ellyn, IL 60137-6599
Phone 630.942.3052 | Fax 630.942.2297

From: Dagen, Yvette <dageny@cod.edu>

Sent: Thursday, November 6, 2025 2:33 PM

To: Resnick, Michelle <resnickm@cod.edu>

Subject: Fw: ICCRMC / College of DuPage - Date of Loss: 11-27-23 - CCMSI Claim# 23C80K946812

Hi Michelle

I trust this email finds you well. Are you able to help? See below.

Yvette

630.942.2996

EHSR

From: Sekerka, Joyce <sekerkaj@cod.edu>

Sent: Thursday, November 6, 2025 2:26 PM

To: Dagen, Yvette <dageny@cod.edu>

Cc: Stephen Mulderink <stephen.mulderink@ccmsi.com>; Michael Nugent
<nugentllc@comcast.net>; Rather, Matt <ratherm@cod.edu>

Subject: RE: ICCRMC / College of DuPage - Date of Loss: 11-27-23 - CCMSI Claim# 23C80K946812

Hi Yvette,

Please reach out to Accounts Receivable for any checks received. You can start with Michelle Resnick for further assistance.

Thanks,

Joyce

Joyce Sekerka

Accounts Payable Supervisor

College of DuPage

425 Fawell Blvd.

Glen Ellyn, IL 60137-6599

630-942-2293

Email: sekerkaj@cod.edu



From: Dagen, Yvette <dageny@cod.edu>

Sent: Thursday, November 6, 2025 2:12 PM

To: Sekerka, Joyce <sekerkaj@cod.edu>

Cc: Stephen Mulderink <stephen.mulderink@ccmsi.com>; Michael Nugent <nugentllc@comcast.net>; Rather, Matt <ratherm@cod.edu>

Subject: FW: ICCRMC / College of DuPage - Date of Loss: 11-27-23 - CCMSI Claim# 23C80K946812

Importance: High

Hi Joyce

I trust this email finds you well. Can you assist? See message below. This is a 2023 claim file where young men vandalized the Mat Room in HEC.

Did Accounting receive a check by mail for the amount of 9841.00? Have you received any checks from the Clerk of the Circuit Court? How do we handle getting these funds back to ICCRMC?

Stephen please confirm the amount. Is it \$9841.00 or \$8941.00? Can you share the copy of the payment you received?

Thank you!
Yvette Dagen



Administrative Assistant

Environmental Health Safety & Risk Management

630.942.2996 | f. 630.942.3208 | CMC1000 | dageny@cod.edu

On Campus M -Th | Remote F

Upcoming DOO

11/24/25 a.m.

11/25/25 p.m.

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From: Stephen Mulderink <stephen.mulderink@ccmsi.com>

Sent: Thursday, November 6, 2025 12:50 PM

To: Michael Nugent <nugentllc@comcast.net>

Cc: Dagen, Yvette <dageny@cod.edu>

Subject: [External] FW: ICCRMC / College of DuPage - Date of Loss: 11-27-23 - CCMSI Claim# 23C80K946812

CAUTION: This email originated from outside of COD's system. Do not click links, open attachments, or respond with sensitive information unless you recognize the sender and know the content is safe.

Good afternoon Yvette, Mike

Just an update

I just received a copy of the front and back of a partial payment of \$9841.00 from the Clerk of the Circuit Court. We requested the check be made out to ICRMC, however, it was made out to the College of DuPage and mailed to the college.

Since ICRMC issued full payment for the vandalism, can you please issue \$8941.00 back to ICRMC and mail to our lisle address so I can apply to the file.

There is an outstanding balance of \$4921.00, and the vandals have two years to pay the balance.

If any checks from the Clerk are received, can you please notify me.

Any questions or concerns, please do not hesitate to contact me via email or phone

Thank you,

Stephen Mulderink

Subrogation Specialist | Claims

Phone: 630.649.6085

www.ccmsi.com



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From: Stephen Mulderink

Sent: Monday, August 25, 2025 12:11 PM

To: Mike Nugent <nugentllc@comcast.net>; giesche@cod.edu

Cc: Dagen, Yvette <dageny@cod.edu>

Subject: ICCRMC / College of DuPage - Date of Loss: 11-27-23 - CCMSI Claim# 23C80K946812

Good afternoon,

I have inherited this file from Rick Seroka. The three defendants were prosecuted by the DuPage County States Attorneys Office. They pled guilty and restitution and community service was ordered.

Any and all payments will be issued to ICCRMC since they already paid the college for their damages.

Any questions please do not hesitate to call/email me.

Regards,

Stephen Mulderink

Subrogation Specialist | Claims

3333 Warrenville Road, Suite 650

Lisle, IL 60532

Phone: 630.649.6085

[a](#)



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"Resnick, Michelle" <resnickm@cod.edu>

Check Request - Illinois Community College Risk Management Consortium

"Resnick, Michelle" <resnickm@cod.edu>

Fri, Nov 7, 2025 at 04:56 PM UTC

CC:

BCC:

Good Morning,

Attached please find a check request for Illinois Community College Risk Management Consortium. Please give me the check once it has been issued.

Please let me know if you have any questions.

Thank you.

Michelle Resnick

Manager of Accounts Receivable

College of DuPage

425 Fawell Blvd. | SRC 2130 | Glen Ellyn, IL 60137-6599

Phone 630.942.3052 | Fax 630.942.2297

1 attachment

Check Request Form - ID 1086218.pdf