KEITHLEY INSTRUMENTS INC

Form 4

February 19, 2003

OMB APPROVAL
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# UNITED STATES SECURITIES AND EXCHANGE COMMISSION

Washington, DC 20549

#### FORM 4

#### STATEMENT OF CHANGES IN BENEFICIAL OWNERSHIP

Filed pursuant to Section 16(a) of the Securities Exchange Act of 1934, Section 17(a) of the Public Utility Holding Company Act of 1935 or Section 30(h) of the Investment Company Act of 1940

O Check this box if no longer subject to Section 16.
Form 4 or Form 5 obligations may continue.
See Instruction 1(b)

| • | Name and Address of Reporting Person* (Last, First, Middle) Bartlett, James T  13515 Shaker Blvd Apt. 8-B |          |       | 2.      | . Issuer Name and Ticker or<br>Trading Symbol<br>Keithley Instruments, Inc. KEI |  | 3. | I.R.S. Identification Number of Reportin Person, if an entity (Voluntary) |  |  |
|---|---|----------|-------|---------|---|--|----|---|--|--|
|   |   |          |       | _<br>4. | Statement for (Month/Day/Year) February 18, 2003                                |  |    | If Amendment, Date of Original (Month/Day/Year)                           |  |  |
|   |   | (Street) |       | 6.      |   | tionship of Reporting Person(s) to<br>r (Check All Applicable) | 7. | Individual or Joint/Group Filing<br>(Check Applicable Line)               |  |  |
|   | Cleveland, OH 44120   |          |       | _       | X   | Director O 10% Owner   |    | X   | Form filed by One<br>Reporting Person        |  |
|   | (City)  | (State)  | (Zip) |         | 0   | Officer (give title below)  Other (specify below)              |    | O   | Form filed by More than One Reporting Person |  |

Reminder: Report on a separate line for each class of securities beneficially owned directly or indirectly.

\* If the form is filed by more than one reporting person, *see* instruction 4(b)(v).

|    |                                    |    | Tabl                                 | e I | Non-Derivative Se                                     | cu | rities Acquir                       | ed, Disposed of, or  | Ве | eneficially Own  | ed   |  |
|----|------------------------------------|----|--------------------------------------|-----|---|----|-------------------------------------|--|----|--|--|--|
| 1. | Title of<br>Security<br>(Instr. 3) | 2. | Transaction Date<br>(Month/Day/Year) | 2a. | Deemed Execution<br>Date, if any.<br>(Month/Day/Year) | 3. | Transaction4.<br>Code<br>(Instr. 8) | Securities Acquired (A) or Disposed of (D) (Instr. 3, 4 and 5) | 5. | Amount of 6. Securities Beneficially Owned Following Reported Transactions(s) (Instr. 3 and 4) | Ownership<br>Form:<br>Direct (D) o<br>Indirect (I)<br>(Instr. 4) | Nature of<br>Indirect<br>Beneficial<br>Ownership<br>(Instr. 4) |
|    |                                    |    |                                      |     |   |    | Code V                              | (A)<br>or<br>Amount (D) Price                                  |    |  |  |  |
|    | Common<br>Shares                   |    |                                      |     |   |    |                                     |  |    | -0-  |  |  |
|    |                                    |    |                                      |     |   |    |                                     |  |    |  |  |  |
|    |                                    |    |                                      |     |   |    |                                     |  |    |  |  |  |
|    |                                    |    |                                      |     |   |    |                                     |  |    |  |  |  |
|    |                                    |    |                                      |     |   |    |                                     |  |    |  |  |  |
| _  |                                    |    |                                      |     |   | _  |                                     |  | _  |  |  |  |
| _  |                                    |    |                                      |     |   |    |                                     |  |    |  |  |  |
|    |                                    |    |                                      |     |   |    |                                     |  |    |  |  |  |
|    |                                    |    |                                      |     |   |    |                                     |  |    |  |  |  |
|    |                                    |    |                                      |     |   |    | Page 2                              |  |    |  |  |  |

 $\begin{tabular}{ll} \textbf{Table II} & \textbf{Derivative Securities Acquired, Disposed of, or Beneficially Owned} \\ & (e.g., puts, calls, warrants, options, convertible securities) \end{tabular}$ 

| Fitle of Derivative<br>Security<br>(Instr. 3) | 2. | Conversion or Exercise 3. Price of Derivative Security | Transaction Date (Month/Day/Year) | 3a. | Deemed Execution<br>Date, if any<br>(Month/Day/Year) | 4. | Transaction 5. Code (Instr. 8) | Securities | (A) or Disposed |
|---|----|--|-----------------------------------|-----|--|----|--------------------------------|------------|-----------------|
|   |    |  |                                   |     |  |    | Code V                         | (A)        | ( <b>D</b> )    |
| Common Stock Option                           |    | \$17.78125   | 2/12/00                           |     |  |    |                                |            |                 |

Table II Derivative Securities Acquired, Disposed of, or Beneficially Owned Continued (e.g., puts, calls, warrants, options, convertible securities)

- 6. Date Exercisable and **Expiration Date** (Month/Day/Year)
- 7. Title and Amount of Underlying Securities (Instr. 3 and 4)
- 8. Price of Derivative Security (Instr. 5)
- 9. Number of Derivative **Securities Beneficially** Owned **Following Reported**

(Instr. 4)

10. Ownership Form of **Derivative Security:** Direct (D) or Indirect (I) (Instr. 4) Transaction(s)

11. Nature of Indirect Beneficial Ownership (Instr. 4)

| Date<br>Exercisable | Expiration<br>Date | Title      | Amount or<br>Number of<br>Shares |      |        |   |  |
|---------------------|--------------------|------------|----------------------------------|------|--------|---|--|
| 8/13/00             | 2/12/10            | Common Stk | 10,000                           | \$ - | 10,000 | D |  |
| 8/18/01             | 2/17/11            | Common Stk | 10,000                           | \$ - | 10,000 | D |  |
| 8/17/02             | 2/16/12            | Common Stk | 10,000                           | \$ - | 10,000 | D |  |
| 8/16/03             | 2/15/13            | Common Stk | 10,000                           | \$ - | 10,000 | D |  |
| 9/30/02             | (1)                | Common Stk | 549.18                           | \$ - | 549.18 | D |  |
| 9/30/02             | (1)                | Common Stk | 723.04                           | \$ - | 723.04 | D |  |
| 9/30/02             | (1)                | Common Stk | 22.36                            | \$ - | 22.36  | D |  |
| 9/30/02             | (1)                | Common Stk | 570.72                           | \$ - | 570.72 | D |  |
| 1/1/02              | (1)                | Common Stk | 822.72                           | \$ - | 822.72 | D |  |
| 1/1/02              | (1)                | Common Stk | 507.50                           | \$ - | 507.50 | D |  |
| 1/1/02              | (1)                | Common Stk | 776.54                           | \$ - | 776.54 | D |  |
| 1/1/02              | (1)                | Common Stk | 375.64                           | \$ - | 375.64 | D |  |
| 1/1/02              | (1)                | Common Stk | 810.04                           | \$ - | 810.04 | D |  |

| 1/1/02 | (1) | Common Stk | 660.32  | \$ - | 660.32  | D |  |
|--------|-----|------------|---------|------|---------|---|--|
| 1/1/02 | (1) | Common Stk | 819.10  | \$ - | 819.10  | D |  |
| 1/1/02 | (1) | Common Stk | 902.08  | \$ - | 902.08  | D |  |
| 1/1/02 | (1) | Common Stk | 232.98  | \$ - | 232.98  | D |  |
| 1/1/02 | (1) | Common Stk | 376.94  | \$ - | 376.94  | D |  |
| 1/1/02 | (1) | Common Stk | 195.26  | \$ - | 195.26  | D |  |
| 1/1/02 | (1) | Common Stk | 766.88  | \$ - | 766.88  | D |  |
| 1/2/03 | (1) | Common Stk | 488.26  | \$ - | 488.26  | D |  |
| 1/2/03 | (1) | Common Stk | 189.08  | \$ - | 189.08  | D |  |
| 1/2/03 | (1) | Common Stk | 706.82  | \$ - | 706.82  | D |  |
| 1/2/03 | (1) | Common Stk | 162.42  | \$ - | 162.42  | D |  |
| 1/2/03 | (1) | Common Stk | 984.22  | \$ - | 984.22  | D |  |
| 1/2/03 | (1) | Common Stk | 372.62  | \$ - | 372.62  | D |  |
| 1/2/03 | (1) | Common Stk | 1027.78 | \$ - | 1027.78 | D |  |
| 1/2/03 | (1) | Common Stk | 473.44  | \$ - | 473.44  | D |  |
| 1/2/03 | (1) | Common Stk | 1301.78 | \$ - | 1301.78 | D |  |
| 1/2/03 | (1) | Common Stk | 589.80  | \$ - | 589.80  | D |  |
| 1/2/03 | (1) | Common Stk | 936.44  | \$ - | 936.44  | D |  |
| 1/2/03 | (1) | Common Stk | 1184.68 | \$ - | 1184.68 | D |  |
| 1/2/03 | (1) | Common Stk | 290.84  | \$ - | 290.84  | D |  |

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| 1/2/03 | (1) | Common Stk | 511.72  | \$ - | 511.72  | D |  |
|--------|-----|------------|---------|------|---------|---|--|
| 1/2/03 | (1) | Common Stk | 1298.00 | \$ - | 1298.00 | D |  |
| 1/2/03 | (1) | Common Stk | 230.46  | \$ - | 230.46  | D |  |
| 1/2/03 | (1) | Common Stk | 136.56  | \$ - | 136.56  | D |  |
| 1/2/03 | (1) | Common Stk | 94.37   | \$ - | 94.37   | D |  |
| 1/2/03 | (1) | Common Stk | 31.25   | \$ - | 31.25   | D |  |
| 1/2/03 | (1) | Common Stk | 54.68   | \$ - | 54.68   | D |  |
| 1/2/06 | (1) | Common Stk | 130.12  | \$ - | 130.12  | D |  |
| 1/2/06 | (1) | Common Stk | 154.75  | \$ - | 154.75  | D |  |
| 1/2/06 | (1) | Common Stk | 234.55  | \$ - | 234.55  | D |  |
| 1/2/06 | (1) | Common Stk | 227.21  | \$ - | 227.21  | D |  |
| 1/2/06 | (1) | Common Stk | 321.89  | \$ - | 321.89  | D |  |
| 1/2/07 | (1) | Common Stk | 237.25  | \$ - | 237.25  | D |  |
| 1/2/07 | (1) | Common Stk | 155.68  | \$ - | 155.68  | D |  |
| 1/2/07 | (1) | Common Stk | 405.54  | \$ - | 405.54  | D |  |
| 1/2/07 | (1) | Common Stk | 243.77  | \$ - | 243.77  | D |  |
| 1/2/07 | (1) | Common Stk | 470.00  | \$ - | 470.00  | D |  |
| 1/2/08 | (1) | Common Stk | 525.94  | \$ - | 525.94  | D |  |

**Explanation of Responses:** 

(1) The phantom stock units were accrued under the Keithley Instruments, Inc. Deferred Stock Plan and are to be settled in common stock to the reporting person on the exercisable date or upon retirement from the board whichever occurs later.

| Mark J. Plush, Attorney-in<br>Fact | 2/18/03 |
|------------------------------------|---------|
| **Signature of Reporting Person    | Date    |

Note: File three copies of this Form, one of which must be manually signed. If space is insufficient, see Instruction 6 for procedure.

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<sup>\*\*</sup> Intentional misstatements or omissions of facts constitute Federal Criminal Violations. See 18 U.S.C. 1001 and 15 U.S.C. 78ff(a).