

**AGENDA**  
**SAUK VALLEY COLLEGE BOARD MEETING**  
**President Sabol's Office**  
**July 14, 1969                    8:00 p.m.**

- A. Call to order**
- B. Roll Call**
- C. Recommended actions:**
  - 1. Approval of minutes as submitted
  - 2. Approval of new staff appointments
  - 3. Resignation of Mr. Barber
- D. Old Business:**
  - 1. Budget hearing – Operating budget for 1969-70
  - 2. Approval of budget
  - 3. Consideration of referendum for Building fund and Educational Fund:
    - a. Proposed amount of referendum
    - b. Date for referendum
  - 4. Re-bid of tiling for site drainage adjacent to athletic field
  - 5. Proposal for fencing for athletic track
  - 6. Other old business
- E. New Business:**
  - 1. Report on specifications for movable equipment
  - 2. Recommendation to proceed with bidding
  - 3. Other new business
- F. President Sabol's report:**
  - 1. Construction progress
  - 2. Summer session enrollment – final figures
  - 3. Fall enrollment
    - a. New students
    - b. Returning students
  - 4. Other items
- G. Time of next meeting**
- H. Adjournment**

MINUTES OF REGULAR MEETING SAUK VALLEY COLLEGE BOARD

July 14, 1969

The Board of Sauk Valley College met in regular meeting at 8:00 p.m. on July 14, 1969 in the President's office at Sauk Valley College, Rural Route #1, Dixon, Illinois. Chairman Schuneman called the meeting to order at 8:00 p.m. and the following members answered roll call: Orval DeWeerth, Peter Dillon, Warren Walder, Catherine Perkins, and Clayton Schuneman. Kenneth Reuter and Gerald Stuff were absent.

It was moved and seconded that the minutes of the June 23, 1969 meeting and the July 7, 1969 adjourned meeting be approved as presented. Motion voted and carried.

It was moved and seconded that the Board approve the appointment of Lee S. Barton as Dean of Administrative Services at an annual salary of \$15,850 which is Grade VI, Step 2. The following vote was recorded: Ayes-Members DeWeerth, Dillon, Perkins, Walder, and Schuneman. Nays-0. Motion carried.

It was moved and seconded that the Board accept the resignation of James Barber, Assistant Professor of Speech. Mr. Barber has accepted a position as Academic Dean of the Mid-State College of Commerce in Rockford, Illinois. Motion voted and carried.

Member Stuff arrived at 8:10 p.m.

Chairman Schuneman noted that notice having been published as prescribed by law, that this date of July 14, 1969 had been set for public hearing and subsequent adoption of the budget for the fiscal year 1969-70. Chairman Schuneman declared the hearing to be in session and that the Board would entertain any questions about the budget which had been available for public examination since the 12th day of June, 1969. Discussion was then held on the revisions to the tentative budget (see attached revisions).

There being no further questions or comments, it was moved and seconded that the Board of Sauk Valley College approve the budget for the 1969-70 fiscal year in the following amounts:

Educational Fund	\$1,844,350
Building Fund	290,050
Bond and Interest	316,650
Comprehensive Fee	55,750
Bookstore	69,375

The following vote was recorded: Ayes Members DeWeerth, Dillon, Perkins, Stuff, Walder, and Schuneman. Nays-0. Motion carried.

Chairman Schuneman then pointed out that in order to support the operation of the College as it continues to grow in facilities and enrollment, that it was the consensus of the Board that a tax rate increase in the Educational Fund and Building Fund was imperative. Additional money is needed in the Building Fund to maintain the new building which will contain more than five times the present space in the temporary facilities, and in the Educational Fund to insure the quality and scope of the programs presently offered which have received recognition from other institutions of higher education and from state regulatory agencies as being among the best in the field of community college education.

It was then moved and seconded that the Board of Sauk Valley College approve a referendum calling for an increase of 9¢ over the present figure of 12¢ in the Educational Fund for a total of 21¢, and an increase in the Building Fund of 5¢ over the present figure of 3¢ for a total of 8¢. The following vote was recorded: Ayes Members DeWeerth, Dillon, Perkins, Stuff, Walder, and Schuneman. Nays-0. Motion carried.

It was then moved and seconded that the date of the referendum be set for September 27, 1969. Motion voted and carried.

It was moved and seconded that the Board advertise for bids for the Site Drainage work. Plans for this work to be available after July 21, 1969 and bids to be returned by 12 noon August 1, 1969. Motion voted and carried.

It was moved and seconded that the Board employ Mr. Gene Case at a fee of \$425 to help Robert Edison complete the work on the movable equipment for the new building in order to have bid documents ready in two weeks. The following vote was recorded: Ayes Members DeWeerth, Dillon, Perkins, Stuff, Walder, and Schuneman. Nays-0. Motion carried.

Dr. Sabol presented the following construction report to the Board. He noted that as of July 8, 1969 all work had been halted on the project due to a strike by the carpenters. Unit I roof is installed and exterior walls are built and ready for the windows. Underground pipes and exhaust system is installed. Hoists have been delivered and as soon as they are installed work will proceed on the slab floor. Unit II finish trades continue. Omitted door frames have arrived and are being installed. Ceramic tile floors have been installed in the five rest rooms in this unit. Most of the sidewalk (concrete) on the south side

is poured. Unit III stairs are all poured and metal stud partitions in area south of the mall in place. Mechanical work on roof is under way. Penthouses over gym are in place. Unit IV penthouses are installed. Tiered floors in lecture room and lecture hall are poured. Tile walls are in place in 2nd floor kitchen area and in freezers and coolers in the basement. Brickwork is complete around stair ten area and is one third done around stair eleven. Most of the brick work on north wall of unit IV is done. East wall still to be started. Foundation work for the bleachers in track area is poured along with the inside track curb. Grading is underway when weather permits. Some of the side walk for parking lots 8, 9, and 10 is poured and some of the curbs in parking directly in front of main entrance. As of June 30th, 77% of the time has elapsed with 81% of the work completed. Royal School Labs and Servco Equipment have both been out to take field measurements.

In regard to the enrollment for the summer session it was reported that as of July 11, 1969 there were a total of 622 students attending this session for 2708 credit hours. Applications for new students enrolling for the fall semester now total 462.

At 9:20 p.m. it was moved and seconded that the Board adjourn to executive session. Motion voted and carried.

At 10:00 p.m. it was moved and seconded that the Board return to regular session. Motion voted and carried.

It was moved and seconded that the salary of the President of Sauk Valley College be increased to \$29,300. The following vote was recorded: Ayes Members DeWeerth, Dillon, Perkins, Stuff, Walder, Schuneman. Nays-0. Motion carried.

There being no further business, it was moved and seconded that the Board adjourn. The next regular meeting to be July 28, 1969 at 8:00 p.m. The following vote was recorded: Ayes Members DeWeerth, Dillon, Perkins, Stuff, Walder, Schuneman. Nays-0. Motion carried.

The meeting was adjourned at 10:05 p.m.

  
Kenneth L. Reuter  
Secretary

EDUCATIONAL FUND - 1969-70

INCOME - Tentative Budget . . . . . \$ 1,756,450

Increases as follows:

Junior College Aid - S.S. of 1969	6,900
Student Tuition - S.S. of 1970	6,000
Budgeted Fund Balance	30,000

From 2100 hours to 2700 hours @ \$11.50 each  
 From 2400 hours to 3000 hours @ \$10.00 each  
 From \$150,000 to \$180,000. This increase has  
 been known and planned for to offset deletions  
 for Vocational Education equipment which will  
 not be reimbursed by definition. These now  
 total \$23,000.

From \$43,000 to \$72,000 per previously announced  
 supplemental grant

Federal Work Study Supplemental Award	29,000
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Revised budget prior to consideration for increases in tax levy . . . . .	<u>      </u>
	\$ 1,828,350

Increased from increased levy	166,000
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<u>TOTAL AS REVISED</u> . . . . .	<u>\$ 1,994,350</u>
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Calculated at \$470,000,000 @ 21¢ @ 94% collections -  
 50% in June

EXPENSES - Tentative Budget . . . . . \$ 1,756,450

Increases as follows:

501.405 Adm. Contractual Services - Public Relations	225
502.151 Summer Session Salaries - 1969	15,000
502.160 Part time and Overload Salaries	12,000
502.499 Instructional Supplies - Unallocated	30,000
501.150 Work Study Salaries - Federal	32,000

Maintenance contract on addressograph machine  
 Contracted salaries for current summer session  
 from \$19,000 to \$34,000

Requested increase by Dean of Instruction from  
 \$22,000 to \$34,000

Supplies purchased thru Vocational Education  
 equipment which will not be reimbursed by State.  
 These now total \$23,000

Expenditures necessary to receive budgeted  
 Federal Work Study Grant from \$60,000 to \$92,000  
 Net decrease in contingency created by increasing  
 expenses \$89,225 and increasing income by \$71,900

Decreases in Provision for Contingencies	( 17,325)
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Revised budget prior to consideration for increases in tax levy	<u>      </u>
	\$ 1,828,350

Increase in Contingency Provision	16,000
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Budget Carry Over Balance to 1970-71	<u>      </u>
	150,000

<u>TOTAL AS REVISED</u> . . . . .	<u>\$ 1,994,350</u>
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BUILDING FUND - 1969-70

INCOME - Tentative Budget . . . . . \$ 270,050

Increased from increased levy 102,000

Calculated at \$470,000,000 @ 8¢ @ 94% collections -  
50% in June

TOTAL AS REVISED . . . . . \$ 372,050

EXPENSES - Tentative Budget . . . . . \$ 270,050

Increase for Building Fund Equipment 20,000

Subject to approval and successful referendums

Budgeted Carry Over Balance to 1970-71 82,000

TOTAL AS REVISED . . . . . \$ 372,050

LEE, WHITESIDE, OGLE, HENRY & BUREAU  
COUNTY(IES)

SAUK VALLEY COLLEGE DIST. NO. 506  
Name

Rural Route #1  
Street Address

Dixon, Illinois  
City

JUNIOR COLLEGE DISTRICT ANNUAL BUDGET

JULY 1, 1969 - JUNE 30, 1970

JUNIOR COLLEGE DISTRICT BUDGET FORMSTATE OF ILLINOISFor Fiscal Year Beginning in 1969

Budget of Sauk Valley College District No. 506, Counties of Lee, Whiteside, Ogle, Bureau and Henry, State of Illinois, for the Fiscal Year beginning July 1, 1969, and Ending June 30, 1970.

WHEREAS the Junior College Board of Sauk Valley Junior College District No. 506, Counties, of Lee, Whiteside, Ogle, Bureau and Henry, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 14th day of July 1969, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be It Resolved by the Junior College Board of said district as follows:

Section 1: That the fiscal year of the Junior College District be and the same hereby is fixed and declared to be beginning July 1, 1969, and ending June 30, 1970.

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and of expenditures from each be and the same is hereby adopted as the budget of this Junior College District for the said fiscal year.

EDUCATIONAL FUND

2

PART I: Estimated Revenue401.0 Taxes

401.11	Back Taxes - 1968 Taxes	\$ 210,000
401.12	Current Taxes -- 1969 Taxes	<u>463,000</u>
Total . . . . .		\$ 673,000

402.0 Governmental Divisions

402.300	Junior College Aid	
	Summer of 1969 - 2,700	
	@ 11.50	\$ 31,050
	Fall of 1969 - 15,600	
	@ 15.50	241,800
	Spring of 1970 - 14,300	
	@ 15.50	<u>221,650</u>
		494,500
402.600	Vocational Education	167,000
402.861	Federal Subsidy Work Study	72,000
402.865	State Subsidy Work Study	<u>15,000</u>
Total . . . . .		748,500

406.000 Student Tuition

Fall	15,600 Hours @ 10.00 less E.O.G.	150,850
Spring	14,300 Hours @ 10.00 less E.O.G.	138,000
S.S.'70	3,000 Hours @ 10.00	<u>30,000</u>
		318,850

406.100 Out of District Charges409.0 Other Revenue

409.100	Comprehensive Fee Revenue	9,000
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300.0 Budgeted Fund Balance

Total Budget . . . . .	\$ <u>1,994,350</u>
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PART II: Estimated Expenditures501.100 Administration Salaries

501.110	General Administration	97,620
501.111	Data Processing	46,040
501.120	Business Office	53,230
501.130	Student Services	161,515
501.150	Work Study Salaries ~ Federal	92,000
501.170	Work Study Salaries .. State	<u>20,000</u>
Total Administration Salaries . . . . .		\$ 470,405

501.200 Administration Contractual Services 12,600501.300 Administration Supplies

501.301	Office of the President	1,300
501.302	Dean of Student Services	6,100
501.303	Dean of Instruction	3,000
501.304	Business Affairs	5,500
501.305	Planning and Development	1,200
501.306	Public Relations	13,000
501.307	Work Room	1,500
501.308	Data Processing	<u>2,800</u>
Total Administration Supplies . . . . .		34,400

501.400 Administrative Office Contractual Services

501.401	Office of President	200
501.402	Dean of Student Services	800
501.403	Dean of Instruction	200
501.404	Dean of Business Services	1,600
501.405	Planning and Development	150
501.406	Public Relations	325
501.407	Work Room	350
501.408	Data Processing	<u>50</u>
Total Administration Contractual Services . . . . .		3,675

501.700 Administration Travel

501.710	Board of Education	1,750
501.720	Office of President	4,000
501.730	Dean of Instruction	1,500
501.740	Dean of Student Services	4,400
501.750	Dean of Business Services	1,700
501.760	Planning & Development	1,200
501.770	Public Relations	300
501.780	Data Processing	<u>500</u>
Total Administration Travel . . . . .		15,350

501.900 Administration - Other

501.901	Advertising	2,100
501.902	Association Memberships	2,700
501.903	Board of Education	3,000
501.904	Postage	6,000
501.905	Prospective Employees	3,500
501.909	Miscellaneous	2,500
501.910	Commencement - Special Ceremonies	<u>3,000</u>
Total Administration - Other . . . . .		22,800

502.100 Instruction - Salaries

502.150	Teachers - Junior College	758,148
502.151	Summer Teaching Salaries	34,000
502.160	Part Time and Overload	34,000
502.170	Other Salaries - Instruction	37,310
502.180	Library Salaries	<u>53,615</u>
Total Instructional Salaries . . . . .		917,073

502.300 Library

502.310	Library Books - Regular	41,000
502.320	Library and Audio Visual Material	10,500
502.321	Library - Contractual Services	<u>700</u>
		52,200

502.390 Instructional - Other Supplies

502.391	Supplies - Business	3,000
502.392	Supplies - Humanities	3,000
502.393	Supplies - Industrial Education	9,000
502.394	Supplies - Math-Science	12,000
502.395	Supplies - Social Studies	1,550
502.396	Supplies - Physical Education	1,040
502.397	Supplies - Supplies - Agriculture	4,800
502.398	Supplies - Art	100
502.399	Supplies - Music	1,500
502.499	Instructional Supplies - Unallocated	<u>30,000</u>
Total Instructional - Other Supplies . . . . .		65,990

502.700 Instructional Travel

502.710	Business Department	1,300
502.711	Humanities	1,000
502.712	Industrial Education	1,300
502.713	Math-Science	2,500
502.714	Social Studies	700
502.715	Physical Education	400
502.716	Agriculture	2,200
502.717	Art	100
502.718	Music	250
502.719	Library-Instructional Materials	<u>900</u>
Total Instructional Travel . . . . .		10,650

502.800 Tuition Paid 3,500503.100 Instructional Contractual

503.101	Business	3,350
503.102	Humanities	370
503.103	Industrial Education	750
503.104	Math-Science	350
503.105	Social Science	125
503.106	Physical Education	-0-
503.107	Agriculture	400
503.108	Art	-0-
503.109	Music	<u>200</u>
Total Instructional Contractual . . . . .		5,545

504.200 Health Supplies 500506.5 Utilities

506.51	Water and Sewage	500
506.52	Electricity	44,000
506.54	Telephone-Telegraph	<u>15,500</u>
Total Utilities . . . . .		60,000

508.0 Fixed Charges

508.400	Employer's Share of Retirement	14,500
508.501	Group Health and Life	20,000
508.502	Other Insurance	10,000
508.601	Rental IBM Equipment	41,000
508.602	Rental - Other	1,600
508.810	Interest-Anticipation Warrants	<u>15,000</u>
Total Fixed Charges . . . . .		102,100

560.0 Capital Outlay

563.0	Additional Equipment	25,000
590.0	Provision for Contingencies	<u>42,562</u>
TOTAL EXPENDITURES . . . . .		<u>\$ 1,844,350</u>

PART III: Budget Summary Totals

Salaries and Wages	\$ 1,275,478
State and Federal Work Study Wages	112,000
Expendable Materials and Services	175,010
Library (excluding salaries)	52,200
Utilities	60,000
Fixed Charges	102,100
Equipment for 1969-70	25,000
Provision for Contingencies	<u>42,562</u>
	<u>\$ 1,844,350</u>

Budget Summary

Estimated balance on hand July 1, 1969	\$ 180,000
Actual Revenue	\$ 1,814,350
Less Expenditures	<u>1,844,350</u>
Deficiency of Revenue over Expenditures	<u>- 30,000</u>
Estimated balance on hand June 30, 1970	<u>\$ 150,000</u>

BUILDING FUNDPART I: Estimated Revenue401.0 Taxes

401.11 Back Taxes - 1968 Taxes	\$ 52,500
401.12 Current Taxes - 1969 Taxes	<u>176,250</u>
Total . . . . .	\$ 228,750

404.0 Interest on Investments

1,800

409.0 Other Revenue

1,500

300.0 Budgeted Fund Balance140,000

TOTAL BUDGET . . . . .	<u>\$ 372,050</u>
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PART II: Estimated Expenditures506.0 Operations

506.1 Operation Salaries	\$ 152,400
506.2 Contractual Services	18,000
506.3 Operation Supplies	23,800
506.4 Heating	30,300
506.7 Travel	<u>650</u>
Total Operations . . . . .	\$ 225,150

507.0 Maintenance

507.2 Maintenance Contractual Service	--
507.3 Maintenance Supplies	<u>4,000</u>
Total Maintenance . . . . .	4,000

508.0 Fixed Charges

508.501	Group Health-Life	\$ 5,300
508.502	Other Insurance	7,000
508.600	Rental	13,700
508.810	Interest-Anticipation Warrants	<u>3,000</u>
Total Fixed Charges . . . . .		\$ 29,000

560.0 Capital Outlay

563.0	Additional Equipment	20,000
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590.0 Provision for Contingencies 11,900

TOTAL EXPENDITURES . . . . .	\$ <u>290,050</u>
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PART III: Budget Summary

Estimated balance on hand July 1, 1969	\$ 140,000
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Revenue	\$ 232,050
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Less Expenditures	<u>- 290,050</u>
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Deficiency of Revenue over Expenditures	<u>- 58,000</u>
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Estimated balance on hand June 30, 1970 . . . . .	\$ <u>82,000</u>
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COMPREHENSIVE FEE FUNDPART I: Estimated Revenue

Comprehensive Fees	\$ 48,000
Application Fees	9,000
Vending Machine Services	3,000
Miscellaneous Activities	<u>1,000</u>
Total Revenue . . . . .	\$ <u>61,000</u>

PART II: Estimated Expenditures

<u>Educational Supplies</u> (20% of Comprehensive Fee)	\$ 9,600
<u>Student Activities</u>	
Athletics	\$ 10,500
Cheerleaders	600
Debate	2,500
Drama	2,000
Music	1,000
Student Activities -	
Cultural	14,250
Departmental	2,800
Student Newspaper	2,800
Student Activity Scholarships	2,500
Yearbook	4,200
Non-Budgeted Contingencies	<u>3,000</u>
Total Student Activities . . . . .	\$ <u>46,150</u>
<b>TOTAL EXPENDITURES . . . . .</b>	<b>\$ <u>55,750</u></b>

PART III: Budget Summary

Estimated Balance on hand July 1, 1969	\$ 42,000
Revenue	\$ 61,000
Expenditures	<u>55,750</u>
Excess Revenue over Expenditures	<u>5,250</u>
Estimated balance on hand June 30, 1970	\$ <u>47,250</u>

BOND AND INTEREST FUNDPART I: Estimated Revenue401.0 Taxes

401.11 Back Taxes - 1968 Taxes	\$ 136,500
401.12 Current Taxes - 1969 Taxes	<u>188,500</u>
Total . . . . .	\$ 325,000

404.0 Interest on Investments	<u>5,000</u>
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TOTAL REVENUE . . . . .	<u>\$ 330,000</u>
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PART II: Estimated Expenditures508.0 Fixed Charges

508.83 Interest on Bonds	\$ 141,400
508.84 Service Charges on Bonds	<u>250</u>
Total . . . . .	\$ 141,650

570.0 Bond Principal Retired	<u>175,000</u>
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TOTAL EXPENDITURES . . . . .	<u>\$ 316,650</u>
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PART III: Budget Summary

Estimated balance on hand July 1, 1969	\$ 215,000
Revenue	\$ 330,000
Less Expenditures	<u>316,650</u>
Excess of Revenue over Expenditures	<u>13,350</u>
Estimated balance on hand June 30, 1970 . . . . .	<u>\$ 228,350</u>

SAUK VALLEY COLLEGE BOOKSTORE1969 - 70PART I: RevenueSales:

Textbook Sales	\$ 56,500
Supplies Sales	6,400
Miscellaneous Sales	5,500
Paperback Sales	750
Sales Tax Collected	<u>3,350</u>
	\$ 72,500

Less Cost of Sales:

Textbook Purchases	\$ 45,200
Supplies Purchases	3,715
Miscellaneous Purchases	3,850
Paperback Purchases	450
Sales Tax Expense	<u>3,285</u>
	<u>56,500</u>

Estimated Gross Profit . . . . .	\$ 16,000
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PART II: Expenditures

Transportation Charges	\$ 2,750
Salaries and Wages	8,000
Supplies Expense	900
Telephone & Telegraph	200
Travel Expense	250
Dues & Subscriptions	125
Equipment	500
Auditing & Legal	<u>150</u>
Total Expenditures . . . . .	<u>12,875</u>

EXCESS REVENUE OVER EXPENDITURES . . . . .	<u>\$ 3,125</u>
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PART III: Budget Summary

Estimated balance on hand July 1, 1969	\$ 15,200
Revenue	\$ 72,500
Less Expenditures	- <u>69,375</u>
Excess Revenue over Expenditures . . . . .	<u>3,125</u>
Estimated balance on hand June 30, 1970 . . . . .	<u>\$ 18,325</u>

ADOPTION OF BUDGET

The Budget must be approved and signed by members of the Board of Education:

Adopted this 14th day of July 1969 by a roll call  
vote of \_\_\_\_\_ yeas, and \_\_\_\_\_ nays, to-wit:

Members voting yea:

D. E. O'Neill  
Peter W. Dillon  
Alan Eller  
Anthony R. Perkins  
Charles Blumenthal  
Donald S. Stoff

Members voting nay:

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# News Release

SAUK VALLEY COLLEGE  
Route One, Dixon, Illinois 61021  
284-7711 (Mr. Gelander)

FOR IMMEDIATE RELEASE  
July 14, 1969

## TAX REFERENDUM ANNOUNCEMENT

On September 27 voters of the Sauk Valley College District will be asked to approve tax rate increases to support the operations of the College as it continues to grow in facilities and enrollment. Clayton R. Schuneman, chairman of the College Board, tonight Monday, July 14 announced the Board's decision to seek the first increase in operating levies since the College was established more than four years ago.

The proposed new levy for the Educational Fund is 21 cents per \$100, or an increase of 9 cents over the present figure of 12 cents; in the Building Fund the proposed levy is 8 cents, or an increase of 5 cents over the present figure of 3 cents.

Dr. Edward J. Sabol, president of the College, said the current contribution from local tax resources to the Educational Fund is almost \$500 per full-time student. Fall enrollment will be equivalent to 1,000 full-time students (850 actual full-time students and 500 to 600 part-time students) and this may readily double in the next five years.

MORE

## TAX REFERENDUM

"The new building which contains more than five times our present space in the temporary facilities, can accommodate over 2,000 full-time students and several hundred additional part-time scholars", Sabol said. The college's new permanent facility is now 80% complete and school officials hope to move into the new structure early in 1970.

Dr. Sabol said he hoped the referendum would result in a vote of confidence for the quality and scope of programs developed by the college to serve residents of the Sauk Valley College community. Many of these programs have already received recognition from other institutions of higher education and from state regulatory agencies as being among the best in the field of community college education.