

## **AGENDA**

### **SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING**

**Conference Room, Third Floor, 3L14**

**September 27, 1971**

**8:00 p. m.**

- A. Call to order**
- B. Roll call**
- C. Communications from visitors**
- D. Recommended actions:**
  - 1. Approval of minutes as submitted**
  - 2. Approval of treasurer's report**
  - 3. Approval of current bills for payment**
  - 4. Approval of current payroll journal**
  - 5. Acceptance of gift from Sterling/Rock Falls Independent Insurance Agents Association**
  - 6. Personnel actions**
  - 7. Approval of Faculty Handbook**
  - 8. Other items**
- E. Old business:**
  - 1. Review of auditor's report for 1970-71**
  - 2. Contract with Faculty Association**
  - 3. Final approval of operating budget for 1971-72**
  - 4. Report of Trustees Association - Mrs. C. Perkins**
  - 5. Other items**
- F. New business:**
  - 1. Request from Board of Higher Education for program reduction priorities**
  - 2. Letter of September 17 with Governor's message to the General Assembly regarding proposed changes in S. B. 909**
  - 3. Other items**
- G. President's report:**
  - 1. Enrollment for fall semester**
  - 2. Progress on food service**
  - 3. Learning Resource Center circulation report**
  - 4. Regional trustees meeting, Rock Valley College, September 29**
- H. Time of next meeting**
- I. Adjournment**

# MINUTES OF SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

September 27, 1971

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on September 27, 1971 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Perkins called the meeting to order at 8:04 p.m. and the following members answered roll call:

Ronald Coplan	Orval DeWeerth
Kenneth Reuter	Clayton Schuneman
Thomas Walter	Catherine Perkins

Absent: William Reigle

Minutes: It was moved and seconded that the minutes of the September 13, 1971 meeting be approved as presented. Motion voted and carried.

Treasurer's Report: It was moved and seconded that the Board approve the attached Treasurer's Report. Motion voted and carried.

Current Bills: It was moved and seconded that bills in the following amounts be approved for payment:

Educational Fund	\$132,473.99
Building Fund	20,048.54
Site and Construction	81,291.25

The following members voted Aye: Members Coplan, DeWeerth, Reuter, Schuneman, Walter, and Perkins. Nays-0. Motion carried.

Payroll: It was moved and seconded that the payroll in the amount of \$39,761.53 for August 31st and the payroll in the amount of \$63,244.12 for September 15th be approved. These payrolls have been calculated in accordance with the existing regulations of the Office of Emergency Preparedness and to our knowledge comply with the appropriate executive order. The following vote was recorded:

September 27, 1971

Ayes Members Coplan, DeWeerth, Reuter, Schuneman, Walter and Perkins. Nays-0. Motion carried.

Acceptance of Gift: It was moved and seconded that the Board accept the donation of approximately \$2,600 from the Sterling-Rock Falls Independent Insurance Agents Association to be used to help pay for the installation of the fire alarm system with a direct line to the Dixon Rural fire department, and the purchase of fire extinguishers and other fire control equipment. Motion voted and carried.

Faculty Handbook: Action on the Faculty Handbook was deferred pending further study of the policies.

Auditor's Report: It was moved and seconded that the Board accept the attached audit report from the firm of Lindgren, Hamilton and Callihan. Motion voted and carried.

Charge-back: It was moved and seconded that the Board approve the charge-back of \$38.75 per credit hour based upon the formula contained in the revised accounting manual as approved by the Illinois Junior College Board. Motion voted and carried.

1971-72 Budget: Discussion was held on the budget for the 1971-72 fiscal year. There being no further questions or comments, it was moved and seconded that the Board of Trustees of Sauk Valley College approve the attached budget for the 1971-72 fiscal year in the following amounts:

Educational Fund	\$1,969,822
Building Fund	219,450
Site and Construction	150,000
Bond and Interest	324,250
Bookstore	94,875
Restricted Fund	46,450

The following vote was recorded: Ayes Members Coplan, DeWeerth, Reuter, Schuneman, Walter, and Perkins. Nays-0. Motion carried.

- Levy: The Board then discussed the question of ascertaining the amount of money to be raised from tax revenues for the Educational and Building Funds. It was moved and seconded that the Board of Trustees of Sauk Valley College, District #506, Counties of Whiteside, Lee, Ogle, Henry, and Bureau in the state of Illinois, having ascertained that the amount of \$630,000 will be levied in the Educational Fund and \$157,500 in the Building Fund for the ensuing year and that these amounts shall be certified and returned to the County Clerks in the above listed counties on or before September 28, 1971, hereby authorize the Chairman and Secretary to certify the tax levy in the manner and form as prescribed by statute. The following vote was recorded: Ayes Members Coplan, DeWeerth, Reuter, Schuneman, Walter and Perkins. Nays-0. Motion carried.
- Enrollment: President Sabol reported that the current enrollment was 17,517 credit hours for a total of 1,616 students and he noted that this was in excess of estimates used for budget purposes.
- Food Service: The bidding document for the food service has been prepared and is ready to be released.
- Executive Session: It was moved and seconded at 10:10 p.m. that the Board adjourn to executive session. The following vote was recorded: Ayes Members Coplan, DeWeerth, Reuter, Schuneman, Walter and Perkins. Nays-0. Motion carried.
- At 11:50 p.m. it was moved and seconded that the Board return to regular session. The following vote was recorded: Ayes Members Coplan, DeWeerth, Reuter, Schuneman, Walter and Perkins. Nays-0. Motion carried.

Part-time  
Instructors:

It was moved and seconded that the Board approve the payment of \$16,080 in part-time salaries to the instructors on the attached list for the Fall semester. The following vote was recorded: Ayes Members Coplan, DeWeerth, Reuter, Schuneman, Walter and Perkins. Nays-0. Motion carried.

Overload:

It was moved and seconded that the Board approve the payment of \$2,700 in overload salaries to the instructors on the attached list. The following vote was recorded: Ayes Members Coplan, DeWeerth, Reuter, Schuneman, Walter, and Perkins. Nays-0. Motion carried.

Administrative  
Promotions:

Discussion was held on promotions for members of the administrative staff. It was the consensus of the Board that the salary increases already provided were the maximum that could be afforded. Promotions in the future shall be related to a change in position.

Faculty Contract:

It was moved and seconded that the Board approve the attached agreement between the Sauk Valley College Faculty Association and the Sauk Valley College Board of Trustees. The following vote was recorded: Ayes Members Coplan, Schuneman, Walter and Perkins. Nays-Member Reuter. Present-Member DeWeerth. Motion carried.

Adjournment:

Since there was no further business, it was moved and seconded that the Board adjourn. The following vote was recorded: Ayes Members Coplan, DeWeerth, Reuter, Schuneman, Walter and Perkins. Nays-0. Motion carried.

The meeting adjourned at 12:10 a.m.

  
E. Orval DeWeerth, Secretary

Overload Teachers Fall 1971

O'Banion, John	Eng. 220N The Bible as Literature 3 Hours	\$675.00
Dahlberg, Marvin	Bus. 201N Intermediate Accounting I 3 Hours	675.00
Kotarek, Doug	Bus. 210N Marketing 3 Hours	600.00
Johnson, Ann	Psy. 103 NA Intro to Psychology 3 Hours	<u>750.00</u>
Total Overload Fall 1971		\$ 2,700.00

Part-time Teachers Fall 1971

Name	Course	Cr.	Cost
Barragree, Robert	CSC 105N Die Design	4	\$ 800.00
Craig, Robert	HEA 160A Med Lab Science III	10	415.00
Dorney, Caroline	PSY 103D Gen. Psychology	3	750.00
Dorney, David	PSY 103 NB Gen Psychology	3	750.00
Glassburn, Lois	HEA 165A Practicum	1	200.00
Hawk, Susan	HEA 160A Med Lab Science III	10	415.00
Kobbeman, Henry	ECO 111A Intro to Economics	3	750.00
Labora, Susan	HEA 160A Med Lab Science III	10	360.00
Love, Kenneth	HEA 298A Prin of Radiology III	18	350.00
Moats, Dan	SEC 219N Business Machines	3	675.00
	SEC 219A Business Machines	3	675.00
Morris, Lois	HEA 298A Prin of Radiology III	18	480.00
McCann, Michael	HEA 298A Prin of Radiology III	18	200.00
McCormick, Royal	AGR 140N Floral Design	3	675.00
	AGR 142N Interm Horticulture	3	675.00
	AGR 240N Adv Floral Design	3	675.00
Paulsen, Vi	SEC 1B N Beg. Typing	3	600.00
Reese, James	BUS 208A Business Law	3	675.00
Roe, John	LEF 200 N Criminal Control	3	675.00
	LEF 210A American Law	3	675.00
Schafer, Ron	ENG 144A Newspaper Production	1	225.00
	ENG 255A Newspaper Production	1	225.00
Sherrod, W.H.	PSY 103A Gen Psychology	3	675.00
	PSY 103B Gen Psychology	3	675.00
Shippert, Stanley	HEA 294A Prin of Radiology IV	9	830.00
Weitzel, John	HEA 194A Prin of Radiology I	6	1,430.00
Wilson, Janice	HEA 165 A Practicum	1	200.00
Young, Raymond	AVA 101N Private Pilot	2	<u>350.00</u>
	Ground Training *		\$ 16,080.00

\*Approved 10-4-71

CONTRACTUAL AGREEMENT  
BETWEEN  
THE BOARD OF JUNIOR COLLEGE DISTRICT NO. 506  
AND  
SAUK VALLEY COLLEGE FACULTY ASSOCIATION

APPROVED: October 7, 1971



## PREAMBLE

The Board of Junior College District Number 506, Counties of Whiteside, Lee, Ogle, Henry and Bureau, State of Illinois, commonly known as the Board of Trustees of Sauk Valley Junior College, hereinafter referred to as the "Board", and the Sauk Valley College Faculty Association, hereinafter referred to as the "Association", recognizes that the aim of Sauk Valley College is to provide the best education and training possible for the residents of the Junior College District and that the achievement of these educational objectives is a matter of mutual concern to the Board and the professional staff.

Mutual understanding and cooperation between the Board and the professional instructional staff are required and the free and open exchange of views, as evidenced in good faith negotiations, is both necessary and desirable.

The Board recognizes that teaching is a profession requiring specialized educational qualifications and both parties acknowledge the fact that the success of the educational program in the District depends in part upon the maximum utilization of the abilities of the professional instructional staff. As evidence of its acceptance of the professional rights and responsibilities of instructors, the Association has endorsed the Code of Ethics of the Education Profession.

## ARTICLE I

### Recognition

A. The Board recognizes the Sauk Valley College Faculty Association as the sole negotiating agent for the full-time professional instructional staff and counselors in matters defined as negotiable in Article II, Section C, of this Agreement. The Board agrees that faculty members shall have the right to organize, join, and assist the Association, and to participate in professional negotiations with the Board. It is specifically understood and agreed that the individuals holding the positions hereafter listed are excluded from the negotiating unit. Those excluded are:

President of the College	Director of Admissions
Dean of Instruction	Director, Associate Degree Nursing
Dean of Business Services	Director of Athletics
Dean of Student Services	Director, Data Processing Services
Chairman, Agricultural Education	Director, Financial Aids
Chairman, Business	Director, Learning Resource Center
Chairman, Humanities	Director, Student Activities
Chairman, Industrial & Technical Education	Coordinator, Practical Nursing
Chairman, Natural and Health Sciences	Plant Engineer
Chairman, Social Science and Public Services	Registrar

Assistant to the President for Community Services and Public Information

Assistant Dean of Business Services

Associate Dean of Student Services and Director of Counseling and Testing

Assistant Director of Data Processing Services

It is understood and agreed that there shall not be included in the Negotiating Unit any other individual whose duties are primarily administrative in nature or who, as part of his or her official duties, is called upon to evaluate the performance of employees and make recommendations with reference to dismissal, retention or other matters dealing with the employees' continuing status. The Board specifically agrees not to negotiate with any other organization purporting to represent the full-time professional instructional staff and counselors for the duration of this Agreement, unless the Association is successfully challenged as provided in Article XXV - Duration; further, the Board agrees not to negotiate with any member of the Negotiating Unit individually during the duration of this Agreement on matters agreed upon herein.

B. Both parties agree that they shall not discriminate against any employee or Board member for reason of race, creed, color, marital status, sex, age, national origin, or for joining or not joining and/or assisting the Association or the Board. This provision shall not prohibit the enforcement of any policy with reference to "nepotism" as the Board may adopt.

C. This recognition shall entitle the Association to organizational use of staff bulletin boards in the Faculty Lounge and Library, payroll deduction of membership dues, if requested, intra-school mail service and the use of College facilities for meetings, as governed by current Board policies.

D. Nothing herein shall require any member of the professional instructional staff or counselor to be a member of the Association.

E. It is recognized that the legal responsibility for the College is vested in the Board of Trustees. However, the Board agrees to participate in good faith negotiations as provided herein.

F. Nothing contained herein shall limit or restrict the Board's responsibility

and authority to amend or adopt Board policy as the Board in its discretion deems necessary, except that no Board policy shall be amended where the subject matter of such policy is the product of specific agreement between the parties hereto after negotiation and upon inclusion in this Agreement. Further, nothing contained herein shall prevent the Board from executing the legal responsibilities imposed upon it by law.

## ARTICLE II

### Procedures

#### A. Obtaining Objectives:

1. The process provided for in this Agreement is dependent upon mutual understanding and cooperation. Representatives of the parties shall meet at reasonable times and places and negotiate in good faith to reach agreements on matters defined as negotiable in this Agreement.
2. The following concepts are inherent in the phrase, "good faith negotiations":
  - (a) Each group will deal with the chosen representatives of the other
  - (b) Each group will deal with the other honestly and in a bona-fide effort to reach agreement
  - (c) Each group will meet at reasonable times and places in order to facilitate negotiation
  - (d) A representative of each group will carry the necessary authority to make proposals and counter-proposals, to compromise and to make agreements subject to final ratification
3. The Board agrees that it will not knowingly deprive any faculty member of his rights under the laws of the State of Illinois or the Constitution of the State of Illinois or of the Constitution of the United States.

B. Representation.

1. Members of the negotiating team shall be three (3) in number for each team unless the number is changed by mutual consent. Members of the negotiating team for the Board shall be confined to members of the Board of Trustees, or regularly employed members of the professional college staff (excluding the President of the College). Members of the negotiating team for the Association shall be confined to members of the Association. Subject to these limitations, neither party will attempt to exert any control over the other party's selection of its representatives.
2. Negotiating sessions shall be closed; however, the negotiating teams shall have the right to utilize the services of consultants in the deliberations and may call upon competent professional and lay representatives to consider the matter under discussion and, with the permission of the other group, to make suggestions and observations to the participants assembled.
3. Costs of consultants chosen by either party shall be paid by that party. The costs for the mediator, the fact finder, or any costs incidental to the mediation and fact-finding procedures as hereinafter provided for, shall be shared equally by the Board and the Association.

C. Subject of Negotiations.

1. The Association and the Board agree that negotiations in good faith, will encompass only the following items:

(a) Negotiating Procedures

(b) Grievance Procedures

(c) Salaries

(d) Related Economic Conditions of Employment consisting of:

(1) Group Insurance

(2) Sick Leave

(3) Maternity Leave

(4) Sabbatical Leave

(5) Other Leaves

(6) Retirement

(7) Work Load

(8) Compensation for Overload

(9) Summer School Compensation

(10) Reimbursement for Substitute Teaching

(e) Other mutually agreed upon matters

D. Directing Requests.

1. Requests from the Association for meetings of the negotiating teams shall be made in writing directly to the Chairman of the Board. Requests from the Board shall be made in writing directly to the President of the Association. Requests shall be accompanied by an agenda of the items to be considered. Within ten days of the date of mailing the request, a mutually convenient

time and place for a meeting shall be established. The meeting shall take place within fifteen (15) days after the mailing of the request.

2. Additional meetings may be agreed upon by the negotiating teams to enable them to complete consideration of agenda items. Every effort shall be made to schedule meetings so as to avoid conflicts with college duties of Association representatives or with the duties or responsibilities of the Board's representatives.

E. Exchange of Information.

The Association shall be furnished, on request of its President or its duly authorized representatives, all regularly and routinely prepared information concerning the financial condition of the College, including annual financial audit and adopted budget. In addition, the Board and Administration will grant the reasonable requests of the President or of the duly authorized representatives of the Association for any other readily available and pertinent information which may be relevant to negotiations and/or grievances.

Nothing herein shall require the central administrative staff to research and assemble information. The Association shall furnish copies of pertinent information as reasonably requested by the Chairman of the Board or its duly authorized representatives.

### ARTICLE III

#### Agreement

When tentative agreement is reached on all matters being negotiated, it shall be reduced in writing and submitted to the Association membership and the full Board of the College for ratification. Such document, if ratified by both parties, will become a part of the official minutes of the Board and shall be made an appendix to this Agreement. It shall be signed by the Chairman or President and the Secretary of the respective parties. When necessary, provisions in the Agreement shall be reflected in the individual contract or statement of conditions of service as submitted to employees. The Agreement shall not discriminate against any member of the negotiating unit, regardless of membership or non-membership in the Association.

### ARTICLE IV

#### Appeal Procedures

- A. If agreement is not reached on all items within sixty (60) calendar days of commencement of negotiations, either party may declare an impasse has been reached and call for the selection of a mediator. A written request for mediation by one party shall be considered a joint request for mediation and the other party shall join in the request.



B. Mediation.

1. A mediator shall be selected within ten (10) calendar days from the date on which either party declares in writing to the other that an impasse exists. If the parties cannot agree on a mediator, a list of five mediators shall be secured from the Federal Mediation and Conciliation Services. Such a list shall not include a resident of the Junior College District. Final selection of the mediator shall be made by the parties who shall strike a name from the list of five alternately, until one name remains, and this person shall serve as the mediator. The party eligible for the first deletion shall be determined by chance.
2. If the final mediator named is unable to serve, the last name struck from the list shall be the alternate.
3. The total time for the mediation process shall not exceed twenty (20) calendar days from the date of selection of the mediator. The mediator shall meet with the parties or their representatives, either jointly or separately, and shall take such other steps as he may deem appropriate in order to persuade the parties to resolve their differences and effect a mutually acceptable agreement, provided that the mediator shall not make findings of fact or recommend terms of settlement without the consent of the parties. If findings of fact or recommendations are made, they shall not be made public without the written consent of both parties.

C. Fact Finding.

1. If agreement cannot be reached through deliberations with a mediator within the prescribed time limits, a fact-finder shall be secured from the American Arbitration Association in the same manner as provided for the selection of a mediator, provided that the list submitted from the American Arbitration Association shall not include any person submitted as a possible mediator.
2. The fact-finder shall, within 10 days after his selection, meet with the parties or their representatives, or both, either jointly or separately, make inquiries and investigations, hold hearings, and shall take other steps as he deems appropriate. The Board and Association shall furnish the fact-finder, upon his request, all records, papers, and information in their possession relating to any matter under investigation by or in issue before the fact-finder.
3. If the dispute is not settled prior thereto, the fact-finder shall make findings of fact and recommend terms of settlement, which recommendations shall be advisory only within 30 days after his selection. Any finding of fact and recommended terms of settlement shall be submitted in writing to the parties.
4. Within 10 days after receipt of the written report, both parties must notify the fact-finder, in writing, of their decision. If the written report is not accepted, the reasons for non-acceptance must be included in the response. If no agreement is reached within 10 days after receipt of the written report, the responses will be added to the written report and copies will be released to the public.

## ARTICLE V

### No-Strike Clause

It is hereby recognized that it is the law of the State of Illinois that no public employee, any organization of employees, nor any person acting on behalf of an employee organization, shall ever at any time engage in or encourage or support any strike, slow down, or other concerted refusal to render full and complete services in a college district. The Association hereby agrees not to strike, or engage in, or support or encourage any concerted refusal to render full and complete services in the Junior College District or to engage in or support any activity whatsoever which would disrupt in any manner the operation of the College during the term of this Agreement.

## ARTICLE VI

### Faculty Personnel Policies

#### A. Basis for Personnel Policies.

1. Establishment of these policies is the legal responsibility of the governing Board of Sauk Valley College in accordance with provisions H. B. 1710, 74th Illinois General Assembly.
2. The intent of these personnel policies is to insure the selection and maintenance of a highly qualified staff capable of conducting a comprehensive community college program which will warrant national recognition and meet the following standards:

- a. The Standards and Criteria for the Evaluation and Recognition of Illinois Public Junior Colleges and Other Guidelines. Policies and Procedures Approved by the Illinois Junior College Board.
- b. The regional and national accreditation standards for higher education in general and for community colleges in particular.
- c. The requirements of such other governing or regulatory agencies from which the college must seek approval for programs and/or funds.

## ARTICLE VII

### Faculty Tenure Policy

#### A. Tenure Definition.

Tenure is hereby defined as the continued contractual appointment to a professional position of employment at Sauk Valley College. Tenure applies to all full-time professional staff members (except the President) employed by the institution though the status of tenure is not related to a specific position. However, any professional staff member having the status of tenure whose position is changed must be classified and paid for his new position at not less than the highest level of classification commensurate with his academic credentials and experience.

B. Tenure Schedule.

Normally, professional staff members shall initially be appointed for no longer than one year. Such appointments must be reviewed annually and eligibility for tenure will be based upon completion of three years of full-time professional service at Sauk Valley College. Service started prior to January 1 will count as a full year; service started subsequent to January 1 will not count toward tenure. Prior to tenure, if the employee is not to be reemployed at the end of his contract, he shall be given written notice not later than March 1 of the contract year.

C. Approval Procedure.

Tenure will be granted upon recommendation of the President of the College with specific Board approval required in each individual case. A maximum of one additional probationary year may be approved by the President upon recommendation of the appropriate dean. In such cases, the President shall notify the Board and the individual concerned in writing of the specific reasons for the additional year of probation, as well as the requirements to be fulfilled during that year.

D. Dismissal for Cause.

Any one of the following shall be considered adequate cause for suspension and possible termination of tenured staff:

1. Inadequate performance of duties
2. Willful and continuous neglect of duties
3. Unprofessional conduct
4. Violation of official college policies

5. Moral turpitude
6. Unjustifiable insubordination
7. Physical or mental incapacity

E. Other Reasons for Termination.

1. Age: Tenure shall expire automatically and without notice upon completion of the contract year in which the 65th birthday of a tenured staff member occurs. Employment after 65, if any, shall be on either a temporary or an annual contract basis.
2. Budget or Program Retrenchment: The services of any member of the professional staff may be terminated in the event of the need for financial or program retrenchment. Notification of termination shall be given as soon as the need for retrenchment is apparent and every effort shall be made to assist the individual concerned to locate another position. Such termination shall be made at the close of the contract year. Positions which have been vacated on such grounds shall not be filled within two years. Members of the division in which the program retrenchment is being considered shall be consulted in a division meeting prior to any Board action on the retrenchment.
3. Nepotism: The spouse, parent or child of a member of the professional staff or of the College Board shall not normally be considered eligible for full-time appointment. Should such an individual assume full-time employment, such employment shall not exceed two years, and shall

terminate upon employment of a replacement satisfactory to the President. However, the conditions of this statement on nepotism shall not effect the continuing employment of an individual who has attained the status of tenure.

## ARTICLE VIII

### Academic Freedom

It is the policy of Sauk Valley College to maintain and encourage an atmosphere of freedom in teaching commensurate with the responsibility which each instructor must assume. The College believes that creative scholarship can thrive only in an atmosphere where there is freedom for examination of ideas. Such freedom includes the right to investigate problems, and to evaluate and question accepted theories. It carries with it the responsibility to offer alternative solutions in an unbiased manner and to develop in students the habit of independent investigation.

The protection of the prerogatives of academic freedom requires a conscientious, responsible staff. Specifically, each faculty member should uphold the dignity of the College in all his activities; set for his students an example of integrity, tolerance and decency; and maintain high standards of scholarship and personal conduct.

## ARTICLE IX

### Criteria for Selection and Promotion of Professional Staff

#### A. General Requirements.

The following general qualifications will be considered in the selection and promotion of teaching staff:

1. Mastery of subject matter
2. Demonstrated teaching capability
3. Interest in students as individuals
4. Understanding of the comprehensive community college program
5. Potential for continued professional growth

#### B. Specific Minimum Requirements for Instructional Staff

The instructional staff is classified into five groups:

1. Assistant Instructor
2. Instructor
3. Assistant Professor
4. Associate Professor
5. Professor

Initial appointments are made in accordance with the following guides for employment at the various ranks. Appointments are made on an individual basis and final salary and rank depend upon personal qualifications as well as education and experience. In individual cases outstanding prior achievement may be equated to degree requirements and/or professional experience.

1. Assistant Instructor: A certificate or diploma from a vocational, technical or other training school in the field of specialization. Program of preparation should be the equivalent of two years of post high school education. One year of credit is given for each two years of clinical and work experience in determining placement on the schedule.



This rank may also be assigned to an appointee who holds a bachelor's degree and is working toward a master's degree in the field of teaching specialization or a master's degree with a graduate major in the teaching subject field.

2. Instructor: A master's degree in the field of specialization, or a master's degree with a graduate major in the teaching subject field. In those fields in which a graduate degree is not available, the following alternatives may be considered:

- a. A bachelor's degree and 30 semester hours of graduate credit or
- b. A total of 150 semester hours of college credit

In all cases, the preparation should include the equivalent of an undergraduate major and appropriate graduate courses in the field of specialization.

3. Assistant Professor: A master's degree in the field of specialization or a master's degree with a graduate major in the teaching subject field and four years of professional experience; or a doctorate degree in the field of specialization and less than four years of professional experience. In those fields in which a graduate degree is not available, the following alternatives may be considered:

- a. A bachelor's degree and 30 semester hours of graduate credit or
- b. A total of 150 semester hours of college credit

In all cases, the preparation should include the equivalent of an undergraduate major and appropriate graduate courses in the field of specialization.

4. Associate Professor: A master's degree in the field of specialization or a master's degree with a graduate major in the teaching subject field and 30 hours of approved graduate credit, and eight years of professional experience, at least two of which shall be successful college teaching, or a doctor's degree in the field of specialization, and six years of professional experience, at least two of which shall be successful college teaching.

In those fields in which a graduate degree is not available, the following alternatives may be considered:

- a. A bachelor's degree and 60 semester hours of graduate credit or
- b. A total of 180 semester hours of college credit

In all cases, preparation should include the equivalent of an undergraduate major and appropriate graduate courses in the field of specialization.

5. Professor: A doctor's degree in the field of specialization, or a master's degree in the field of specialization or a master's degree with a graduate major in the teaching subject field, and 60 hours of approved graduate credit. Ten years of experience, at least five of which shall be successful college teaching.

In those fields in which a graduate degree is not available, the following alternatives may be considered:

- a. A bachelor's degree and 80 semester hours of graduate credit or
- b. A total of 200 semester hours of college credit

In all cases, preparation should include the equivalent of an undergraduate major and appropriate graduate courses in the field of specialization.

## ARTICLE X

### Criteria for Recruitment and Selection of Administrative Staff (12 month positions)

- A. Criteria for recruitment and selection of general administrative staff, counselors, audio-visual and other specialized twelve-month personnel include the general requirements for professional staff listed in the Faculty Handbook.
- B. Specific qualifications for administrative positions are determined in accordance with the functions to be fulfilled. These duties and responsibilities are listed in the current Faculty Handbook.

## ARTICLE XI

### Types of Appointments

- A. Appointment to the professional staff shall be in one of three categories: temporary, term or continuing.
  - 1. A temporary appointment shall be an appointment for an unspecified period and may be terminated at any time. Temporary appointments ordinarily are for part-time service, voluntary service, or for periods of less than one year.
  - 2. A term appointment shall be an appointment for a specified period of time, normally for one year. Such an appointment shall automatically expire at the end of the agreed term unless terminated earlier in accordance with subsequent provisions of these policies.

3. A continuing appointment shall be a tenured appointment and shall continue indefinitely unless terminated in accordance with subsequent provisions of these policies. It shall not be affected by change in rank.

## ARTICLE XII

### Evaluation Policies

- A. The evaluation of a professional staff member's performance will be primarily the responsibility of his division chairman or other supervisor who is in turn responsible to the appropriate dean and the President for preparation of recommendations regarding the status of staff under his supervision. Evaluation will be related to duties and responsibilities as stated in the Faculty Handbook.

## ARTICLE XIII

### Evaluation Procedures

- A. The evaluation of a professional staff member's performance will be a cooperative process including, but not limited to, deliberations between the staff member and his immediate supervisor. The areas to be evaluated will include professional and academic growth, college service, instructional service and/or administrative service. The supervisor's annual evaluation will be presented to each staff member for his review and comment and then forwarded to the appropriate dean. A copy will be forwarded to the President for his consideration in preparing his annual recommendations for the Board of Trustees approval.

## ARTICLE XIV

### Change in Status

#### A. Annual Review.

1. There will be an annual review of the performance and status of each member of the professional staff holding a term or continuing appointment. This shall include a conference between the staff member and the division chairman or other immediate supervisor to be followed by recommendations to the appropriate dean and the President. These recommendations shall be based on the documented evaluation data compiled in accordance with approved procedures for staff evaluation.

#### B. Results of Review.

1. The following actions may be taken as a result of the annual review:
  - a. Retention with normal salary increment
  - b. Retention with extra salary increment(s)
  - c. Promotion to higher rank
  - d. Termination of service
  - e. Granting of continuing appointment (term appointees only)
  - f. Retention without salary increment

When option "f" is exercised the second time for a tenured staff member, he has the right to demand that either dismissal proceedings will be initiated, or that he will receive his normal increment thereafter.

#### C. Notification.

1. The division chairman or other immediate supervisor shall notify each staff member of the recommendation that is being made as a result of the annual review. For a term appointee this shall be accomplished by February 15 and for a continuing appointee, January 1. (Note

Article VII-B on Tenure for notification procedure on the granting of continuing appointment.) The staff member may then request a meeting with the President, the appropriate dean, and the division chairman or other immediate supervisor, to show cause for any inequity in the recommendation. He may invite up to two observers of his choice to attend the meeting. In any case within two weeks of the above dates, the staff member will be given written notice by the President of his decision regarding the recommendation.

If the recommendation is for termination of service or for retention without salary increment, the staff member may request the Board of Trustees to review his case. Such a request must be made within 10 days after the staff member has received written notification of the President's recommendation. The staff member may enlist the assistance of the Association in presenting his case to the Board.

## ARTICLE XV

### Termination: Term Appointments

#### A. Prior to Completion of Agreed Term:

1. If a term appointment is to be terminated prior to completion of agreed term, cause shall be given and procedures will be identical with the provisions for termination of continuing appointments as in Article XVI Termination: Continuing Appointments.

## ARTICLE XVI

### Termination: Continuing Appointments

#### A. Termination for Cause:

1. The services of a faculty member with a continuing appointment may be terminated for any of the causes set forth in Article VII, D, the termination to be in accordance with the following procedures:
2. When the President receives a recommendation for termination, or other information or complaint against a tenured member of the faculty containing allegations which, if true, might serve as a cause for termination and he deems such information to be substantial, he shall discuss it with the individual concerned and shall make such investigation as he considers appropriate, including the review of any written documentation which may be available to him. If the President decides to recommend termination to the Board, the individual concerned shall be formally notified at least 7 days prior to the President's recommendation being acted upon by the Board, and shall be given the opportunity to be present at the time the recommendation is made to the Board. If the Board accepts the President's recommendation, then the individual and/or the Association may appeal the Board's decision by filing a written notice of appeal, setting forth the basis for the appeal. The notice shall be filed with the Chairman of the Board within 7 days after the individual has been notified of the Board's action on the President's recommendation. The appeal shall then be presented at the first regular Board meeting following receipt of the notice of appeal, provided a meeting is scheduled within two weeks, otherwise a special

meeting shall be called. The Board shall have the option of considering the appeal in an executive session. The individual and/or Association shall have the option of requesting a formal hearing before the Board or presenting the case through written briefs. No later than one week after the conclusion of the hearing, the Board of Trustees shall render its decision in writing to the Association and the individual involved. If the Board's decision is unacceptable, the matter may be submitted to arbitration as provided in Step 4 of Paragraph C. of Article XVIII - Professional Grievance Procedure. The decision of the arbitrator will be accepted as final, and in lieu of any other remedy, by the Board, the Association and the individual member or members of the Association affected thereby.

## ARTICLE XVII

### Cancellation of Classes and/or Duties

- A. If the President ( or his representative, if the President is absent from the campus), receives a recommendation or other information regarding a member of the faculty containing allegations which, if true, might serve as a cause for termination and he deems such information to be substantial, and if, in the opinion of the President or his representative, immediate harm to the faculty member, the College or to others may result from his continued presence or acts, the President, or his representative, shall have the right to immediately cancel the classes and/or duties of that faculty member and to cause him to absent himself from the classroom or the campus. In the event of such action, the faculty member shall have the opportunity of following the Professional



Grievance Procedure starting at Step 3, by notification to the Chairman of the Board within 7 days after such action by the President or his legal representative. If the matter proceeds to Step 4 of the Professional Grievance Procedure, the decision of the arbitrator will be accepted as final and in lieu of any other remedy by the Board, the Association, and the individual member or members of the Association affected. It is understood that such cancellation of classes or duties will cause no loss of pay or benefits to the faculty member prior to a decision being rendered by the Board.

## ARTICLE XVIII

### Professional Grievance Procedure

WHEREAS, the establishment and maintenance of a harmonious cooperative relationship between the College and the professional instructional staff is essential to the operation of the College, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to alleged grievances free from coercion, interference, restraint, discrimination or reprisal, and by which the College and the staff are afforded adequate opportunity to dispose of their differences without the necessity of time-consuming and costly procedures before administration agencies or in the courts.

#### A. Definitions:

1. A "grievance" shall mean a claim that there has been an alleged violation, misinterpretation or misapplication of a provision of this Agreement or of any established written College policy as such policy pertains to wages, hours, and terms and conditions of employment.

2. A "grievant" shall be any party to this Agreement or any member of the the professional instructional staff who shall submit a grievance.
3. Association representative or grievance committee means a member or members of the Association's grievance committee, which is composed of seven members from the local Association appointed in accordance with the by-laws of the Association.
4. Time limits: All time limits refer to calendar days.

B. General Conditions:

1. The Board acknowledges the right of the Association's grievance committee to participate in the processing of a grievance at any level if the grievant so desires, and that no grievant be required to discuss any grievance if a grievance committee member is not present.
2. At least one member, and not more than three members, of the grievance committee, in addition to the grievant, shall be present for any meeting, hearing, appeals or other proceedings relating to a grievance which has been formally presented, provided it is the wish of the grievant. Nothing contained herein shall be construed as limiting the right of any grievant to have a grievance adjusted without the intervention of the Association, provided that if the grievance has been formally filed with the Association, the Association shall be notified of the final settlement.
3. The parties acknowledge that it is usually most desirable for a grievant and his immediately involved supervisor to resolve problems through free and informal communications. When requested by a grievant, the grievance committee may intervene to assist in this procedure. However,

should such informal processes fail to satisfy the grievant, then a grievance may be processed in accordance with the following procedure.

4. If a grievance is to be processed in accordance with "C-Procedures", the grievant shall initiate step one within 90 days from the date he is notified of the occurrences of the event giving rise to the grievance. The failure of the Administrator or the Board to give a decision within the time limits stated shall permit the grievant to proceed to the next step. The failure of a grievant, or the Association, to take action in accordance with this Agreement within the prescribed time limits shall act as a bar to any further appeal.
5. The number of days indicated at each level shall be considered maximum, and every effort shall be made to expedite the process. The time limits may be extended by mutual consent.
6. All decisions shall be rendered in writing to the grievant and the Association at each step of the grievance procedure setting forth the findings of fact, conclusions and supporting reasons.
7. Either party shall have the right to be represented by representatives of his choice (not to exceed three in number) at any level above step one.
8. Either party shall have the right at all stages of a grievance proceeding to confront and cross-examine all witnesses called against him to testify and to call witnesses on his own behalf.
9. Hearings and conferences under this procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity for all persons, including witnesses entitled to be present, to attend, and

will be held, in-so-far as possible, at other than College hours or during non-teaching time of personnel involved. When such hearings and conferences are held, at the option of the Administration, during College hours, all employees whose presence is required shall be excused, with pay, for that purpose.

10. No reprisals of any kind shall be taken against any staff member for participating in any grievance proceeding. If any staff member for whom a grievance is filed, processed or sustained, shall be found to have been unjustly charged, and if suspension is involved, he shall be restored to his former position.
11. All documents, communications and records dealing with the grievance shall be filed separately from the personnel files of the participants.
12. It is agreed that the grievant shall be furnished with copies of any written information in the possession of the Board and/or the Administration necessary for the processing of any grievance or complaint.
13. A grievance may be withdrawn at any level without establishing a precedent.
14. All communications, notices or decisions required may be personally delivered to the party or parties entitled thereto or may be mailed to them by certified or registered mail to their last address as shown on the College records. Delivery shall be deemed to have been made when the document is deposited in a United States mail box. All communications, notices, or decisions for the Association or the Board shall be delivered or mailed to the respective President or Chairman.

C. Procedures:

All grievances accepted by the Association shall be presented and adjusted in the following manner:

Step #1. The Association shall present the grievance immediately in writing, setting forth the particular provision or provisions of the Agreement or policy involved, to the supervisor who will arrange for a meeting to take place within 5 days after receipt of the grievance. The grievant, the Association's representative, and the involved supervisor shall be present for the meeting. The supervisor must then submit his decision in writing within 5 days after such meeting. If there is no supervisor applicable, the grievance would start at Step #3.

Step #2. If the grievance is not resolved by Step #1, then the Association shall file a written appeal with the President or his official designee within 6 days after receipt of the Step #1 decision or within 14 days after the Step #1 meeting, whichever is the later, setting forth the basis for the appeal. The President shall arrange for a hearing with the grievant and the representatives of the Association's grievance committee to take place within 5 days of his receipt of the notice of appeal. Upon conclusion of the hearing, the President shall have 5 days in which to provide his written decision to the grievant and the Association.

Step #3. If the Association is not satisfied with the disposition of the grievance by the President or his designee, or if no disposition has been made within the time limits in Step #2, the grievance shall be transmitted to the Board of Trustees by filing a written notice of appeal, setting forth the basis for the

appeal, with the Chairman of the Board within 7 days after receipt of the President's decision, or within 12 days after the hearing. The grievance, together with a record of the prior proceedings, shall be presented at the first regular Board meeting following the decision to appeal, provided the regular meeting is scheduled within two weeks; otherwise, a special Board meeting shall be called.

The Board shall have the option of considering the appeal in an executive session. The Association shall have the option of requesting a formal hearing before the Board or of presenting the case through written briefs. No later than one week after the conclusion of the hearing, the Board of Trustees shall render its decision in writing to the Association and the grievant.

Step #4. If the Association is not satisfied with the decision of the Board, or if no decision has been made within the period provided in Step #3, the Association may submit the grievance to arbitration before an impartial arbitrator. The arbitrator shall be selected within 10 days from the date on which the Association declares in writing to the Board that such arbitration is desired. Such declaration must be made to the Board within 10 days after the Association has received the decision of the Board on their appeal to them. If the parties cannot agree on an arbitrator, a list of five arbitrators shall be secured from the American Arbitration Association. Such a list shall not include a resident of the Junior College District. Final selection of the arbitrator shall be made by the parties who shall strike a name from the list of five alternately until one name remains, and this person shall serve as arbitrator. The party eligible for the first deletion shall be determined by chance.

The Administration and the Association shall not be permitted to present in such arbitration proceedings any evidence not previously disclosed to the other party at the Board hearing. The arbitrator shall have no power to alter, add to, or subtract from the terms of the Agreement. Both parties agree to be bound by the award of the arbitrator. The fees and expenses of the arbitrator shall be shared equally by the parties. Should only one party request a transcript of the proceedings, then that party shall bear the full costs of that transcript. Should both parties order a transcript, then the cost of the two transcripts shall be divided equally between the parties.

## ARTICLE XIX

### Resignations by Advance Notice

- A. If a faculty member is contemplating resignation, it should be discussed with his division chairman or immediate supervisor at the earliest possible time. Normally a resignation will not be accepted after July 1, except in extreme cases, and then subject to the availability of a replacement satisfactory to the President. In any case, the mutual interest of the College and the individual will be considered.

## ARTICLE XX

### Leaves of Absence

- A. Sick Leave.
1. Sick leave shall accrue to all full-time staff members at the rate of 15 days the first year and 10 days per year thereafter. Sick leave for

the full contract year shall accrue as of the first duty day of employment and shall terminate as of the last duty day of employment.

Sick Leave for those on twelve-month contract shall accrue at the rate of 17 days the first year and 12 days per year thereafter.

2. Sick leave shall be credited to each employee at the beginning of each contract 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).
3. 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 contract year. Should service terminate after this banked credit has been used by the employee, 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.
4. Sick leave may be accumulated without limit. Sick leave will be deemed to be the result of the personal sickness of the employee involved. The employee may use up to 10 days of his sick leave in any one contract year for sickness in the immediate family which creates the necessity for the employee to remain away from the place of employment, or for personal bereavement related to a member of the immediate family.
5. Sick leave without salary may be granted to members of the professional staff subject to the discretion of the Board of Trustees. During any such leave, the administrator shall make appropriate arrangements for carrying on the activities of the affected area with due regard to the work load of other members of that area.



6. The immediate supervisor or division chairman shall submit a report to the Business Office of the number of days sick leave taken. The report shall be on forms supplied by the Business Office. A person may only be charged for sick days when he/she would normally be working. The Board reserves the right to require a Physician's Certificate that the individual is incapacitated from performing his or her usual or ordinary duties for any sick leave taken.
7. If a person is sick, he shall notify his immediate supervisor or his division chairman at the earliest possible time, but not later than the time his duties are to begin. If personal leave is to be used, such notice shall be given, whenever possible, not later than 24 hours before duties are to begin.
8. Each member of the professional staff may take three days annually for personal leave. Any days so taken will be charged against the sick leave credit of the individual.
9. No compensation shall be paid for sick leave accrued unless the individual is sick and incapacitated from performing his or her usual and ordinary duties or personal leave taken as in Paragraph 8. Upon termination of service, any accrued but unused sick leave shall be cancelled.

B. Maternity Leave:

1. Members of the professional staff who become pregnant should report this fact to their division chairman not later than the fourth month of pregnancy. The President may recommend a leave of absence without pay, effective at such date as he may determine, until the beginning of the next semester after the delivery of the child. Return to service may be delayed until the

beginning of the second semester after delivery with the approval of the President and other appropriate administrative officers.

2. On request, the President may recommend an extension of such leaves of absence up to a total of one year.
3. Sick leave shall not be granted or used for maternity leave purposes.
4. Not later than one month prior to the approved date for return from pregnancy leave, a Physician's Certificate indicating that the subject is capable of returning to full-time responsibility shall be furnished by the returnee.

C. 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 interest 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.

D. Retirement Program:

1. All permanent employees, including part-time employees, whose employment is considered as permanent at Sauk Valley College, are required to participate in the State Universities Retirement System, effective with the beginning of the first day of employment. Details concerning

retirement allowances, disability benefits, reciprocity and refunds are contained in the System's Handbook issued to every member at the beginning of his employment.

E. Other Employment:

1. Any faculty member who accepts substantial outside employment during the contract period without written notification to the appropriate supervisor may be subject to dismissal proceedings.

ARTICLE XXI

Fringe Benefits

- A. The College makes available to all full-time professional instructional staff, at their option, a group hospitalization and major medical insurance program and group life insurance benefits on a 50-50 basis, with the College paying half, and the individual paying half.
- B. The College agrees to grant free tuition enrollment at Sauk Valley College for all full-time professional instructional staff, their spouses and their children under 21 years of age.
- C. The College agrees, at the option of the individual, to pro-rate their ten-month salary over a twelve-month period. Once an individual has elected a method of payment, it may not be changed until the beginning of the next college year.
- D. The College agrees to pay the regular expenses for academic robes and regalia required for any Sauk Valley College function.

## ARTICLE XXII

### Association and Professional Instructional Staff Rights

- A. Officers and committee chairmen of the Association shall have the right to use College equipment such as typewriters, calculating machines and audio-visual equipment at all reasonable times when such equipment is not otherwise in use, subject to regulations determined by the Dean of Business Services and subject to the approval of the individual who is charged with the responsibility for that piece of equipment.
- The Association's Negotiation Committee's expenses for duplicating (with College equipment) material for use of the Board or Board Committee in negotiations shall be paid for by the College out of funds budgeted for the Board.
- B. The Board agrees to regularly furnish to the Association two copies of the Agenda and Minutes of all Board meetings.
- C. An individual's personnel file shall be open to him upon request, with the exception that any confidential credentials or references submitted by a party outside the College shall not be revealed without the permission of the originator. The Association shall have similar access to an individual's personnel file with the individual's written consent, subject to the same restriction in regard to confidential materials originated outside of the College. Reproduction of materials shall be subject to limitations imposed by law and/or by the originator if the originator is from outside the College. The following material shall be maintained in each professional instructional staff member's file:

1. Application for employment with reference, placement data (if submitted) and complete transcripts of academic credit earned prior to and subsequent to employment by the College.
2. Copy of all evaluation reports and recommendations regarding the staff member's professional performance and competence.
3. Copies of each contract and notification of change of status (promotion, tenure) of the individual.
4. All other correspondence relating to the staff member's professional performance and competence, and to his standing in the community. If correspondence of a derogatory nature is received by the College, and if such correspondence is to become a part of the personnel file, such correspondence shall be reported to the staff member within three weeks of the receipt of such correspondence.

Requests to examine an individual's personnel file shall be submitted in writing to the President's office and such examination or the reproduction of any portion of the file shall be conducted in the presence of the President or his designated representative.

## ARTICLE XXIII

### Professional Compensation

#### A. Salary Policy:

1. It is the responsibility of the faculty candidate or the faculty member to present to the proper administrator the following: undergraduate and graduate credit hours; teaching, industrial, business, military and

professional experience; to make available all experience that he wishes to be considered for beginning placement or revised placement on the salary schedule.

2. After the initial presentation of the total experience package, it is the responsibility of the administrator and prospective faculty member to agree upon the total number of hours and years which will be creditable, basing their decisions on their applicability to the area in which the candidate would be hired. Once this is agreed upon, the faculty member should be given a statement about years of experience and hours accepted.
3. Any future professional or occupational activity applicable to the instructional assignment may, upon prior approval, be granted creditable hours toward rank or experience advancement.

B. Salary Schedule:

The salaries, increments and all other economic provisions of this contract shall be subject to and in conformance with the provisions of the Economic Stabilization Act of 1970 and the President's Executive Order No. 11615 issued thereunder dated August 15, 1971, and any regulations or guidelines promulgated pursuant thereto.

1. Section 4 (a), the 1970-71 Salary Schedule shall be effective September 1, 1971 and shall remain in full force and effect until November 12, 1971, or the date the Wage-Price-Freeze, Executive Order No. 11615, is lifted or modified, whichever is later.

2. Section 4 (b), the 1971-72 Salary Schedule shall be effective on November 12, 1971, or the date of the Wage-Price-Freeze, Executive Order No. 11615, is lifted or modified, whichever is later.
3. In the event the 1971-72 Salary Schedule, as shown in Section 4 (b) is not fully implemented effective November 12, 1971, the Board shall not reduce the amount allocated in the budget for the 1971-72 year, approved September 27, 1971 for salaries for members of the Negotiating Unit.

SAUK VALLEY COLLEGE  
1970-71 INSTRUCTIONAL SALARY SCHEDULE  
EFFECTIVE 9-1-70

Assistant Instructor	Instructor	Assistant Professor	Associate Professor	Professor
\$ 5,900	\$ 7,750	\$ 9,000	\$10,250	\$11,500
6,125	8,050	9,350	10,650	11,950
6,350	8,350	9,700	11,050	12,400
6,575	8,675	10,075	11,475	12,875
6,825	9,000	10,450	11,925	13,375
7,075	9,350	10,850	12,375	13,900
7,350	9,700	11,275	12,850	14,425
7,625	10,075	11,700	13,350	14,975
7,900	10,450	12,150	13,875	15,550
8,200		12,625	14,400	16,150
8,500			14,950	16,775
			15,525	17,425

Those eligible for membership in the Association who are on the Administrative salary schedule will be given a 4% increment for the additional year of service, plus a flat \$500.



4 (b)

SAUK VALLEY COLLEGE  
1971-72 INSTRUCTIONAL SALARY SCHEDULE  
EFFECTIVE 11-12-71

Step	Assistant Instructor	Instructor	Assistant Professor	Associate Professor	Professor
1	\$ 6,350	\$ 8,200	\$ 9,450	\$ 10,700	\$ 11,950
2	6,575	8,500	9,800	11,100	12,400
3	6,800	8,800	10,150	11,500	12,850
4	7,025	9,125	10,525	11,925	13,325
5	7,275	9,450	10,900	12,375	13,825
6	7,525	9,800	11,300	12,825	14,350
7	7,800	10,150	11,725	13,300	14,875
8	8,075	10,525	12,150	13,800	15,425
9	8,350	10,900	12,600	14,325	16,000
10	8,650		13,075	14,850	16,600
11	8,950			15,400	17,225
12	9,250			15,975	17,875

Salary for 12-month personnel:

1. Divide the 1970-71 salary by 1.2
2. Locate the result on the nearest step of the old schedule
3. Move vertically one step on the new schedule
4. Multiply this result by 1.2 to the nearest \$5.00

## ARTICLE XXIV

### Effect of This Agreement

- A. The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the Association and the Board with regard to subjects covered herein.
- B. Should any article, section, or clause of this Agreement be finally declared illegal by a court of competent jurisdiction, or be in conflict with regulations established by the Illinois Junior College Board, said section or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violated the law. The remaining articles, sections and clauses shall remain in full force and effect for the duration of the Agreement if not affected by the deleted article, section or clause.

## ARTICLE XXV

### Duration of Agreement

- A. This Agreement shall be effective at such time as it is ratified by both parties and shall continue in effect through the 30th day of June, 1972, provided that Article III, IV and V of this Agreement shall be terminated only by mutual agreement when negotiations for the following year have

not been completed. The Board will continue to recognize the Association as the sole bargaining agent through the steps of mediation, fact-finding and release of the fact-finder's report to the public as provided in Article IV, C, 4.

B. If either party desires to negotiate for a new agreement, he shall give notice to the other party prior to January 1 of the year in which this Agreement is to terminate. In event such notice is given by either party, negotiations shall begin not later than January 15, nor prior to January 1, of the year in which the Agreement is to terminate.

C. Challenge:

Upon the filing of a petition with the Secretary of the Board, signed by not less than 30% of the members of the Negotiating Unit, requesting a referendum for the purpose of challenging the present Negotiating Unit or requesting that no organization represent the full-time professional instructional staff and counselors, the Secretary of the Board shall immediately notify the President of the Faculty Association of the filing of such petition by sending by United States mail a written notification of such filing with a copy of such petition. The Association may file objections to the petition with the Secretary of the Board within 7 days of the receipt of such notification. Within 14 days after receipt of any objections, the Board shall hold a hearing and make a determination as

to the validity of the petition. If the Board finds such petition to be valid, the referendum shall be held within 14 days after the determination of validity. A petition requesting a referendum may only be filed between the 15th day of September and the 1st day of November in any year and no more than one petition will be accepted in any calendar year. The cost of conducting any referendum ordered by the Board shall be borne by the Board and the ballots used in any referendum shall include "No Representative" as an alternative choice.

Upon certification of the results of any referendum, the Board of Trustees shall declare the organization receiving the majority of the votes cast at such referendum as the exclusive representative of the full-time professional instructional staff and counselors, or if the majority of the votes cast are for "No Representative", the Board shall not recognize any representative for at least 12 months after the termination date of this Agreement.

- D. Nothing contained herein shall require duties or attendance at the College beyond the date required in the individual employment agreement.

ARTICLE XXVI

Acceptance

This Agreement is signed and adopted this Seventh  
day of October, 1971.

IN WITNESS WHEREOF:

For the SAUK VALLEY COLLEGE FACULTY ASSOCIATION

Robert Hansen  
President

Ross D. Will  
Secretary

For the BOARD OF JUNIOR COLLEGE DISTRICT NO. 506

Catherine R. Perkins  
Chairman

Edna D. Wirth  
Secretary

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

SAUK VALLEY COLLEGE

DIST. NO. 506

Rural Route #1  
Street Address

Dixon, Illinois  
City

JUNIOR COLLEGE DISTRICT ANNUAL BUDGET

July 1, 1971 - June 30, 1972

TABLE I

## SUMMARY OF 1971-72 ESTIMATED BUDGET BY FUND

## OPERATIONAL FUNDS

	<u>Educational Fund</u>	<u>Building Fund</u>	<u>Total Operating</u>
1. Beginning Balance	158,304	68,773	227,077
2. Estimated Revenues	1,721,358	126,255	1,847,613
3. Estimated Expenditures	1,969,822	219,450	2,189,272
4. Estimated Transfer to Site and Construction Fund*	-0-	-0-	-0-
5. Estimated Ending Balance of (Deficit)	(90,160)	(24,422)	(114,582)

## SPECIAL FUNDS

	<u>Site and Construction Fund</u>	<u>Bond and Interest Fund</u>	<u>Working Cash Fund</u>
1. Beginning Balance	508,188	58,646	-0-
2. Estimated Revenues	18,000	334,500	-0-
3. Estimated Expenditures	150,000	324,250	-0-
4. Estimated Ending Balance of (Deficit)	376,188	68,896	-0-

\* Annual transfer to the Site and Construction Fund from the Building Fund of funds accumulated for site purchase or building construction.

Official Budget was approved by the:

BOARD OF TRUSTEES on September 27, 1971

ATTEST:

  
Secretary, Board of Trustees

TABLE II

## SUMMARY OF 1971-72 ESTIMATED REVENUES BY SOURCE

<u>REVENUE BY SOURCE</u>	<u>Educational Fund</u>	<u>Building Fund</u>	<u>Total Operating</u>	<u>%</u>
Local Governmental Sources				
Current Taxes	497,210	124,305	621,515	33.7
Back Taxes	-0-	-0-	-0-	--
Payment in Lieu of Taxes	-0-	-0-	-0-	--
Charge-Back Revenue	100,000	-0-	100,000	5.4
Other	-0-	-0-	-0-	--
Total Local Government	597,210	124,305	721,515	39.1
State Governmental Sources				
State Apportionment:				
Flat Grant	546,128	-0-	546,128	29.6
Equalization	-0-	-0-	-0-	--
Special Grant	-0-	-0-	-0-	--
Vocational Ed. Allocation *	90,000	-0-	90,000	4.9
Other	8,400	-0-	8,400	.4
Total State Government	644,528	-0-	644,528	34.9
Federal Governmental Sources				
Title VI - Work Study	76,461	-0-	76,461	4.1
Vocational Ed. Allocation *	-0-	-0-	-0-	--
H.E.W. Grant	-0-	-0-	-0-	--
Title II Library Grant	-0-	-0-	-0-	--
	-0-	-0-	-0-	--
	-0-	-0-	-0-	--
Other	-0-	-0-	-0-	--
Total Federal Government	76,461	-0-	76,461	4.1
Student Tuition and Fees				
Tuition	375,125	-0-	375,125	20.3
Fees	25,934	-0-	25,934	1.4
Other	-0-	-0-	-0-	--
Total Tuition and Fees	401,059	-0-	401,059	21.7
Other Sources				
Sales and Service Fees	-0-	-0-	-0-	--
Facilities Revenue	-0-	-0-	-0-	--
Interest on Investments	2,000	1,200	3,200	.1
Non-governmental Gifts,				
Grants and Bequests	-0-	-0-	-0-	--
Other Revenue	100	750	850	.1
Total Other Sources	2,100	1,950	4,050	.2
TOTAL CURRENT REVENUES	<u>1,721,358</u>	<u>126,255</u>	<u>1,847,613</u>	<u>100.0</u>

\*Based upon a percentage estimate.



TABLE III

## SUMMARY OF 1971-72 OPERATING BUDGETED EXPENDITURES

<u>BY FUNCTION</u>	<u>Educational Fund</u>	<u>Building Fund</u>	<u>Total Operating</u>	<u>%</u>
Instruction	984,545	-0-	984,545	45.0
Learning Resource Center	97,633	-0-	97,633	4.5
Student Services	212,385	-0-	212,385	9.7
Public Service	-0-	-0-	-0-	--
Data Processing	95,214	-0-	95,214	4.3
Auxiliary Services	-0-	-0-	-0-	--
Operating and Maintenance of Plant	273,675	191,950	465,625	21.3
General Administration	184,945	-0-	184,945	8.4
General Institutional	121,425	27,500	148,925	6.8
<b>TOTAL 1971-72 BUDGETED EXPENDITURES</b>	<u>1,969,822</u>	<u>219,450</u>	<u>2,189,272</u>	<u>100.0</u>

BY OBJECT

Salaries	1,654,227	-0-	1,654,227	75.6
Employee Benefits	23,000	6,000	29,000	1.3
Contractual Services	19,800	15,000	34,800	1.6
General Materials & Supplies	102,645	46,450	149,095	6.8
Conference & Meeting Expense	14,900	500	15,400	.7
Fixed Charges	19,000	2,000	21,000	1.0
Utilities	19,000	130,000	149,000	6.8
*Capital Outlay	17,000	12,000	29,000	1.3
Other	75,250	-0-	75,250	3.4
Provision for Contingency	25,000	7,500	32,500	1.5
<b>TOTAL 1971-72 BUDGETED EXPENDITURES</b>	<u>1,969,822</u>	<u>219,450</u>	<u>2,189,272</u>	<u>100.0</u>

## \*Other:

Commencement	\$ 2,500
NCR Rental	46,000
Vehicle Expense	1,000
Special Affairs	1,000
Postage	8,550
Publications & Dues	5,700
Advertising	500
Recruitment	1,000
Tuition Charge-Back	9,000
	<u>75,250</u>

TABLE IV

## ESTIMATED CURRENT TAX RECEIPTS 1971-72

<u>ACCRUAL BASIS</u>	<u>Educational Fund</u>	<u>Building Fund</u>	<u>Bond &amp; Interest Fund</u>	<u>Total</u>
1. Current Tax Levy	523,380	130,845	344,560	998,785
2. Legal Maximum Rate	12¢	3¢	None	
3. Estimated Rate	12¢	3¢	7.9¢	
4. Estimated Accumulation Rate		None		None
5. Gross Levy	523,380	130,845	344,560	998,785
6. Collection Loss (5%) and Cost	26,170	6,540	17,560	50,270
7. Net Levy	497,210	124,305	327,000	948,515

ASSESSED VALUATION \$ 436,150,000 Year 1970

TABLE V

ESTIMATED CURRENT TAX RECEIPTS 19\_\_-\_\_

<u>CASH BASIS</u>	<u>Educational Fund</u>	<u>Building Fund</u>	<u>Bond &amp; Interest Fund</u>	<u>Working Cash Fund</u>	<u>Total</u>
A. Back Taxes					
1. Taxes from levies prior to 197__ levy					
2. Balance of 197__ levy received after 6/30/__					
3. Total Back Taxes					
B. Current 197__ Levy					
1. Legal Maximum Rate					
2. Estimated Rate					
3. Gross Levy					
4. Collection Loss (____%) and Cost					
5. Net Levy (Sum of 5a & 5b)					
5a. Amt. due prior to 7/1/__					
5b. Amt. due after 7/1/__					
TAXES AVAILABLE THIS BUDGET FOR THIS FISCAL PERIOD (Total, lines A3 & B5a)					
ASSESSED VALUATION					

Table IV

See

# 1971-72 ESTIMATED REVENUES

<u>EDUCATIONAL FUND REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		597,210
Current Taxes	497,210	
Back Taxes	-0-	
Payment in Lieu of Taxes	-0-	
Charge-back Revenue	100,000	
Other	-0-	
State Governmental Sources		644,528
State Apportionment:		
Flat Grant	546,128	
Equalization	-0-	
Special Grant	-0-	
Vocational Ed. Allocation *	90,000	
Other	8,400	
Federal Governmental Sources		76,461
Title VI Work Study	76,461	
Vocational Ed. Allocation *	-0-	
H.E.W. Grant	-0-	
Title II Library Grant	-0-	
	-0-	
	-0-	
Other	-0-	
Student Tuition and Fees		401,059
Tuition	375,125	
Fees	25,934	
Other	-0-	
Other Sources		2,100
Sales and Service Fees	-0-	
Facilities Revenue	-0-	
Interest on Investments	2,000	
Non-governmental Gifts,		
Grants and Bequests	100	
Other Revenue	-0-	
 TOTAL EDUCATIONAL FUND REVENUES		 <u>1,721,358</u>

\* Based on a percentage estimate.

# 1971-72 ESTIMATED EXPENDITURES

<u>EDUCATIONAL FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTRUCTION		984,545
Salaries	934,550	
Employee Benefits	-0-	
Contractual Services	6,825	
General Materials and Supplies	36,320	
Conference and Meeting Expense	6,850	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
LEARNING RESOURCE CENTER		97,633
Salaries	65,233	
Employee Benefits	-0-	
Contractual Services	1,200	
General Materials and Supplies	31,000	
Conference and Meeting Expense	200	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
STUDENT SERVICES		212,385
Salaries	201,110	
Employee Benefits	-0-	
Contractual Services	225	
General Materials and Supplies	6,000	
Conference and Meeting Expense	2,550	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other - (Commencement)	2,500	
Provision for Contingency	-0-	
PUBLIC SERVICE		-0-
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	

EDUCATIONAL FUNDAppropriationTotals

## DATA PROCESSING

95,214

Salaries	45,414
Employee Benefits	-0-
Contractual Services	-0-
General Materials and Supplies	3,300
Conference and Meeting Expense	500
Fixed Charges	-0-
Utilities	-0-
Capital Outlay	-0-
Other - NCR Rental	46,000
Provision for Contingency	-0-

## AUXILIARY SERVICES

-0-

Salaries	-0-
Employee Benefits	-0-
Contractual Services	-0-
General Materials and Supplies	-0-
Conference and Meeting Expense	-0-
Fixed Charges	-0-
Utilities	-0-
Capital Outlay	-0-
Other	-0-
Provision for Contingency	-0-

## OPERATION AND MAINTENANCE OF PLANT

273,675

Salaries	254,675
Employee Benefits	-0-
Contractual Services	-0-
General Materials and Supplies	-0-
Conference and Meeting Expense	-0-
Fixed Charges	-0-
Utilities - Telephone	19,000
Capital Outlay	-0-
Other	-0-
Provision for Contingency	-0-

## GENERAL ADMINISTRATION

184,945

Salaries	153,245
Employee Benefits	-0-
Contractual Services	1,875
General Materials and Supplies	23,825
Conference and Meeting Expense	4,000
Fixed Charges	-0-
Utilities	-0-
Capital Outlay	-0-
Other: Vehicle Expense	1,000
Special Affairs	1,000
Provision for Contingency	-0-

EDUCATIONAL FUNDAppropriationTotals

## GENERAL INSTITUTIONAL

Salaries	-0-	121,425
Employee Benefits	23,000	
Contractual Services	9,675	
General Materials and Supplies	2,200	
Conference and Meeting Expense	800	
Fixed Charges	19,000	
Utilities	-0-	
Capital Outlay	17,000	
*Other	24,750	
Provision for Contingency	25,000	

## \*Other:

Postage	\$ 8,550
Pub. & Dues	5,700
Adv.	500
Recruitment	1,000
Charge-back	9,000
	<u>24,750</u>

# 1971-72 ESTIMATED REVENUES

<u>BUILDING FUND REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		124,305
Current Taxes	124,305	
Back Taxes	-0-	
Payment in Lieu of Taxes	-0-	
Charge-back Revenue	-0-	
Other	-0-	
State Governmental Sources		-0-
State Apportionment:		
Flat Grant	-0-	
Equalization	-0-	
Special Grant	-0-	
Vocational Ed. Allocation *	-0-	
Other	-0-	
Federal Governmental Sources		-0-
Title VI	-0-	
Vocational Ed. Allocation *	-0-	
H.E.W. Grant	-0-	
Title II Library Grant	-0-	
_____	-0-	
_____	-0-	
Other	-0-	
Student Tuition and Fees		-0-
Tuition	-0-	
Fees	-0-	
Other	-0-	
Other Sources		1,950
Sales and Service Fees	-0-	
Facilities Revenue	-0-	
Interest on Investments	1,200	
Non-governmental Gifts,		
Grants and Bequests	-0-	
Other Revenue	750	
TOTAL BUILDING FUND REVENUES		126,255

\* Based on a percentage estimate.



# 1971-72 ESTIMATED EXPENDITURES

<u>BUILDING FUND</u>	<u>Appropriations</u>	<u>Totals</u>
OPERATION AND MAINTENANCE OF PLANT		191,950
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	15,000	
General Materials and Supplies	46,450	
Conference and Meeting Expense	500	
Fixed Charges	-0-	
Utilities	130,000	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
GENERAL ADMINISTRATION		-0-
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
GENERAL INSTITUTIONAL		27,500
Salaries	-0-	
Employee Benefits	6,000	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	2,000	
Utilities	-0-	
Capital Outlay	12,000	
Other	-0-	
Provision for Contingency	7,500	

# 1971-72 ESTIMATED REVENUES

<u>SITE AND CONSTRUCTION FUND REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		-0-
Sale of Bonds	-0-	
Other	-0-	
State Governmental Sources		-0-
Other	-0-	
Federal Governmental Sources		-0-
Title VI	-0-	
H.E.W. Grant	-0-	
_____ Other	-0-	
Other Sources		18,000
Sales and Service Fees	-0-	
Facilities Revenue	-0-	
Interest on Investments	18,000	
Non-governmental Gifts, Grants and Bequests	-0-	
Other Revenue	-0-	
Transfer from Building Fund	-0-	
 TOTAL SITE AND CONSTRUCTION FUND REVENUE		 <u>18,000</u>

1971-72 ESTIMATED EXPENDITURES

<u>SITE AND CONSTRUCTION FUND</u>	<u>Appropriations</u>	<u>Totals</u>
GENERAL INSTITUTIONAL		150,000
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	150,000	
Other	-0-	
Provision for Contingency	-0-	

# 1971-72 ESTIMATED REVENUES

<u>BOND AND INTEREST FUND REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		327,000
Current Taxes	327,000	
Back Taxes	-0-	
Payment in Lieu of Taxes	-0-	
Charge-Back Revenue	-0-	
Other	-0-	
Other Sources		7,500
Interest on Investments	7,500	
Other Revenue	-0-	
TOTAL BOND AND INTEREST FUND REVENUE		<u>334,500</u>

1971-72 ESTIMATED EXPENDITURES

<u>BOND AND INTEREST FUND</u>	<u>Appropriations</u>	<u>Totals</u>
GENERAL INSTITUTIONAL		324,250
Fixed Charges	324,250	
Other	-0-	
Provision for Contingency	-0-	

1971-72 ESTIMATED REVENUE

WORKING CASH FUND REVENUE BY SOURCE

	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		-0-
Sale of Bonds		
Other		
Other Sources		-0-
Interest on Investments		
Other Revenue		
TOTAL WORKING CASH FUND REVENUE		<u><u>-0-</u></u>

*None*

SAUK VALLEY COLLEGE

EDUCATIONAL FUND

PART I: ESTIMATED REVENUE 1971-72

100-000-400 EDUCATIONAL FUND

100-000-410 Local Governmental Sources \$ 597,210

100-000-411 Current Taxes - 1970 Levy  
(436.15M @ 12¢ @ 95%) \$ 497,210

100-000-414 Charge-Back Revenue 100,000

100-000-420 State Governmental Sources 644,528

100-000-421 State Apportionment

100-000-421-01	Summer 1971 (2859 @ \$15.50)	44,315
100-000-421-02	Fall 1971 (16,625 @ \$15.50)	257,688
100-000-421-03	Spring 1972 (15,750 @ \$15.50)	244,125
		<u>546,128</u>

100-000-422 Vocational Technical Education (Osborn) 90,000

100-000-429 State Work Study 8,400

100-000-430 Federal Governmental Sources 76,461

100-000-433 Federal Work Study 76,461

100-000-439 Other Federal Governmental Sources -0-

100-000-440 Student Tuition and Fees 401,059

100-000-441-01	Summer 1971 (approx. 2818 @ \$11.00)	31,000
100-000-441-02	Fall 1971 (16,625 @ \$11.00 less \$6000)	176,875
100-000-441-03	Spring 1972 (15,750 @ \$11.00 less \$6000)	167,250
		<u>375,125</u>

100-000-442-01 Graduation Fees 2,000

100-000-442-03 Late Registration Fees 100

100-000-442-04 Transcript Fees 304

100-000-442-05 Comprehensive (Lab) Fees 10,530

100-000-442-06 Application Fees 13,000

100-000-470 Interest on Investments 2,000

100-000-499 Other Revenue 100

TOTAL EDUCATIONAL FUND REVENUE . . . . . \$ 1,721,358

SAUK VALLEY COLLEGE

EDUCATIONAL FUND

PART II: ESTIMATED EXPENDITURES 1971-72

<u>110-000-000</u>	<u>INSTRUCTION</u>		<u>\$ 984,545</u>
<u>110-100-000</u>	<u>DIVISION OF BUSINESS</u>		<u>\$ 91,070</u>
110-100-513	- Salaries - Full Time & Dept. Head	\$ 81,075	
110-100-516	- Salaries - Office Staff	4,445	
110-100-530	- Contractual Services	1,950	
110-100-543	- General Materials & Supplies	2,400	
110-100-550	- Conference & Meeting Expense	1,200	
<u>110-200-000</u>	<u>DIVISION OF AGRICULTURE</u>		<u>37,585</u>
110-200-513	- Salaries - Full Time & Dept. Head	34,035	
110-200-530	- Contractual Services	200	
110-200-543	- General Materials & Supplies	2,500	
110-200-550	- Conference & Meeting Expense	850	
<u>110-300-000</u>	<u>DIVISION OF INDUSTRIAL EDUCATION</u>		<u>93,525</u>
110-300-513	- Salaries - Full Time & Dept. Head	87,525	
110-300-530	- Contractual Services	700	
110-300-543	- General Materials & Supplies	5,000	
110-300-550	- Conference & Meeting Expense	300	
<u>110-400-000</u>	<u>DIVISION OF SOCIAL SCIENCE</u>		<u>114,370</u>
110-400-513	- Salaries - Full Time & Dept. Head	106,310	
110-400-516	- Salaries - Office Staff	5,110	
110-400-530	- Contractual Services	200	
110-400-543	- General Materials & Supplies	2,000	
110-400-550	- Conference & Meeting Expense	750	
<u>110-500-000</u>	<u>DIVISION OF HUMANITIES</u>		<u>185,300</u>
110-500-513	- Salaries - Full Time & Dept. Head	175,050	
110-500-516	- Salaries - Office Staff	5,050	
110-500-530	- Contractual Services - <u>Humanities</u>	100	
110-500-543	- General Materials & Supplies - <u>Humanities</u>	2,200	
110-500-550	- Conference & Meeting Expense - <u>Humanities</u>	750	
110-511-530	- Contractual Services - <u>Art</u>	100	
110-511-543	- General Materials & Supplies - <u>Art</u>	200	
110-511-550	- Conference & Meeting Expense - <u>Art</u>	100	
110-512-530	- Contractual Services - <u>Music</u>	350	
110-512-543	- General Materials & Supplies - <u>Music</u>	1,200	
110-512-550	- Conference & Meeting Expense - <u>Music</u>	200	



110-600-000 DIVISION OF MATH-SCIENCE

\$ 148,760

110-600-513	- Salaries - Full Time & Dept. Head	\$ 136,850
110-600-516	- Salaries - Office Staff	4,010
110-600-530	- Contractual Services	100
110-600-543	- General Materials & Supplies	7,300
110-600-550	- Conference & Meeting Expense	500

110-700-000 DIVISION OF HEALTH SCIENCES

119,120

110-700-513	- Salaries - Full Time & Dept. Head	110,055
110-700-516	- Salaries - Office Staff	4,715
110-700-530	- Contractual Services	150
110-700-543	- General Materials & Supplies	3,200
110-700-550	- Conference & Meeting Expense	1,000

110-715-000 DIVISION OF PHYSICAL EDUCATION

43,370

110-715-513	- Salaries - Full Time & Dept. Head	40,550
110-715-543	- General Materials & Supplies	2,620
110-715-550	- Conference & Meeting Expense	200

110-800-000 INSTRUCTIONAL PROGRAM ADMINISTRATION

151,445

110-800-511	- Salaries - Administration	23,400
110-800-514-01	- Salaries - Instructional - Part Time/Overload	36,000
110-800-514-02	- Salaries - Summer Session	43,685
110-800-516	- Salaries - Secretarial	16,615
110-800-518-01	- Salaries - Student Employees - <u>Federal</u>	20,070
110-800-518-02	- Salaries - Student Employees - <u>State</u>	---
110-800-530-01	- Contractual Services - <u>Administration</u>	75
110-800-530-02	- Contractual Services - <u>Workroom</u>	975
110-800-530-03	- <u>Unallocated</u> Contractual Services	1,925
110-800-541-01	- General Materials & Office Supplies - <u>Administration</u>	3,450
110-800-541-02	- General Materials & Office Supplies <u>Developmental Program</u>	3,000
110-800-542	- General Materials & Printing - <u>Workroom</u>	1,000
110-800-543	- General Materials & Supplies - <u>Institutional Committees</u>	250
110-800-550	- Conference & Meeting Expense	1,000

120-000-000 LEARNING RESOURCE SERVICES

97,633

120-000-512	- Salaries - Professional	40,488
120-000-516	- Salaries - Secretarial	20,295
120-000-518-01	- Salaries - Student Employees - <u>Federal</u>	4,450
120-000-530	- Contractual Services	1,200
120-000-544	- Materials & Library Supplies	9,000
120-000-545	- Library Books	22,000
120-000-550	- Conference & Meeting Expense	200

<u>130-000-000</u>	<u>STUDENT SERVICES AND AIDS</u>		<u>212,385</u>
<u>131-000-000</u>	<u>Admissions and Records</u>		44,780
131-000-512	- Salaries - Professional	25,735	
131-000-516	- Salaries - Secretarial	19,045	
<u>132-000-000</u>	<u>Counseling and Testing</u>		81,310
132-000-512	- Salaries - Professional	70,285	
132-000-516	- Salaries - Secretarial	11,025	
<u>133-000-541</u>	<u>Health Services - Materials &amp; Supplies</u>		300
<u>134-000-000</u>	<u>Financial Aids</u>		19,920
134-000-512	- Salaries - Professional	14,840	
134-000-516	- Salaries - Secretarial	5,080	
<u>135-000-000</u>	<u>Placement</u>		12,040
135-000-512	- Salaries - Professional	12,040	
<u>138-000-000</u>	<u>Administration of Student Services &amp; Aids</u>		54,035
138-000-511	- Salaries - Administration	19,975	
138-000-516	- Salaries - Secretarial	5,950	
138-000-518-01	- Salaries - Student Employees - Federal	17,135	
138-000-530	- Contractual Services	225	
138-000-541	- General Materials & Office Supplies	5,700	
138-000-549	- Commencement	2,500	
138-000-550	- Conference & Meeting Expense	2,550	

150-000-000 DATA PROCESSING SERVICES \$ 95,214

150-000-512	- Salaries - Professional	\$ 28,574
150-000-517	- Salaries - Non-academic	12,760
150-000-518-01	- Salaries - Student Employees - <u>Federal</u>	4,080
150-000-541	- General Materials & Office Supplies	3,300
150-000-550	- Conference & Meeting Expense	500
150-000-561	- Rental of NCR & IBM Equipment	46,000

170-000-000 OPERATION & MAINTENANCE OF PLANT 273,675

170-000-512	- Salaries - Professional	13,645
170-000-517	- Salaries - Service Staff	195,000
170-000-518-01	- Salaries - Student Employees - <u>Federal</u>	46,030
170-000-518-02	- Salaries - Student Employees - <u>State</u>	---
170-000-575	- Telephone	19,000

180-000-000 GENERAL ADMINISTRATION 184,945

181-000-000 President's Office 46,305

181-000-511	- Salaries - Administration	31,975
181-000-516	- Salaries - Secretarial	8,155
181-000-530	- Contractual Services	175
181-000-541	- General Materials & Office Supplies	1,500
181-000-550	- Conference & Meeting Expense	2,500
181-000-555	- Vehicle Expense (Torino)	1,000
181-000-556	- Special Affairs	1,000

182-000-000 Business Office 99,625

182-000-511	- Salaries - Administration	24,325
182-000-512	- Salaries - Professional	13,855
182-000-516	- Salaries - Secretarial	44,820
182-000-518-01	- Salaries - Student Employees - <u>Federal</u>	7,600
182-000-530	- Contractual Services	1,700
182-000-541	- General Materials & Office Supplies	6,325
182-000-550	- Conference & Meeting Expense	1,000

<u>188-000-000</u>	<u>Community Services &amp; Public Information</u>		\$ 39,015
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188-000-511	- Salaries - Administration	15,670
188-000-516	- Salaries - Secretarial	4,860
188-000-518-01	- Salaries - Student Employees - Federal	1,985
188-000-530	- Contractual Services	-0-
188-000-547	- General Materials & Advertising	16,000
188-000-550	- Conference & Meeting Expense	500

<u>190-000-000</u>	<u>GENERAL INSTITUTIONAL</u>		<u>\$ 121,425</u>
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<u>191-000-000</u>	<u>Board of Trustees</u>		10,800
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191-000-531	- Contractual - Auditing & Legal	8,000
191-000-549	- Other General Supplies (Elections)	2,000
191-000-550	- Conference & Meeting Expense	800

<u>192-000-000</u>	<u>Institutional Expense</u>		40,625
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192-000-521	- Group Medical & Life Ins.	23,000
192-000-539	- Unallocated Contractual Services	1,675
192-000-543	- General Materials & Office Supplies ( <u>Faculty Association</u> )	200
192-000-544	- Postage	8,550
192-000-546	- Publications & Dues	5,700
192-000-547	- Advertising	500
192-000-554	- Recruitment	1,000

<u>192-000-560</u>	<u>Fixed Charges</u>		19,000
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192-000-564	- Interest Expense	5,000
192-000-565	- General Insurance	14,000

<u>192-000-580</u>	<u>Capital Outlay</u>		17,000
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192-000-585	- Equipment	17,000
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<u>192-000-593</u>	<u>Tuition Charge Back</u>		9,000
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<u>192-000-600</u>	<u>Provision for Contingencies</u>		<u>25,000</u>
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TOTAL BUDGET EDUCATIONAL FUND . . . . .			<u>\$ 1,969,822</u>
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PART III: Budget Summary

Estimated balance on hand July 1, 1971 including Vocational Reimbursement due	\$ 158,304
Revenue	\$ 1,721,358
Less Expenditures	<u>-1,969,822</u>
Excess of Revenue over Expenditures . . . . .	<u>(248,464)</u>
Estimated deficit June 30, 1972 . . . . .	<u>\$ 90,160</u>

SAUK VALLEY COLLEGE

BUILDING FUND

PART I: ESTIMATED REVENUE 1971-72

200-000-400 BUILDING FUND

200-000-410 Local Governmental Sources \$ 124,305

200-000-411 Current Taxes - 1970 Levy  
(436.15M @ 3¢ @ 95%) 124,305

200-000-470 Interest on Investments 1,200

200-000-499 Miscellaneous Revenue 750

TOTAL BUILDING FUND REVENUE . . . . . \$ 126,255

SAUK VALLEY COLLEGE

BUILDING FUND

PART II: ESTIMATED EXPENDITURES 1971-72

200-000-000 BUILDING FUND

270-000-000 Operation and Maintenance of Plant \$ 61,950

270-000-530 Contractual Services 15,000

270-000-544 General Materials & Office Supplies 46,450

270-000-550 Conference & Meeting Expense 500

276-000-570 Plant Utilities 130,000

276-000-571 Gas 50,000

276-000-573 Electricity 80,000

290-000-000 General Institutional

290-000-520 Group Medical Insurance & Life 6,000

290-000-560 Fixed Charges 2,000

290-000-561 Rental 2,000

290-000-565 General Insurance -0-

290-000-580 Capital Outlay 12,000

290-000-587 Additional Equipment-Services 12,000

290-000-600 Provision for Contingencies 7,500

TOTAL BUILDING FUND BUDGET . . . . . \$ 219,450

PART III: Budget Summary

Estimated balance on hand July 1, 1971	\$ 68,773
Revenue	\$ 126,255
Less Expenditures	<u>- 219,450</u>
Excess of Revenue over Expenditures . . . . .	<u>(93,195)</u>
Estimated deficit June 30, 1972 . . . . .	<u>(\$ 24,422)</u>



SAUK VALLEY COLLEGE  
SITE AND CONSTRUCTION FUND

PART I: ESTIMATED REVENUE 1971-72

Other Sources

			\$ 18,000
300-000-470	Interest on Investments	\$ 18,000	
300-000-499	Other Revenue - H.E.W.	-0-	
TOTAL SITE AND CONSTRUCTION FUND REVENUE . . . . .			<u>\$ 18,000</u>

PART II: ESTIMATED EXPENDITURES 1971-72

GENERAL INSTITUTIONAL

390-000-560	Fixed Charges		-0-
390-000-565	General Insurance	-0-	
390-000-580	Capital Outlay		150,000
390-000-582	Site Improvement	10,000	
390-000-582-01	Site Improvement-Holding Pond	-0-	
390-000-583	New Buildings & Additions	-0-	
390-000-584	Building Improvements	90,000	
390-000-585	Equipment - Office	10,000	
390-000-586	Equipment - Instructional	20,000	
390-000-587	Equipment - Service	10,000	
390-000-589	Other Capital Outlay	10,000	
TOTAL SITE AND CONSTRUCTION EXPENDITURES . . . . .			<u>\$ 150,000</u>

PART III:            Budget Summary

Estimated balance on hand July 1, 1971		\$ 508,188
Revenue	\$ 18,000	
Less Expenditures	<u>-150,000</u>	
Excess of Revenue over Expenditures . . . . .		<u>(132,000)</u>
Estimated balance on hand June 30, 1972 . . . . .		<u>\$ 376,188</u>

SAUK VALLEY COLLEGE  
BOND AND INTEREST FUND

PART I: ESTIMATED REVENUE 1971-72

<u>400-000-410</u>	<u>Local Governmental Sources</u>		<u>\$ 327,000</u>
400-000-411	Current Taxes - 1970 Levy (436.15M @ 7.9% @ 95%)	327,000	
<u>400-000-470</u>	<u>Other Sources</u>		<u>7,500</u>
400-000-470	Interest on Investments	7,500	
TOTAL BOND AND INTEREST FUND REVENUE . . . . .			<u><u>\$ 334,500</u></u>

PART II: ESTIMATED EXPENDITURES 1971-72

GENERAL INSTITUTIONAL

<u>490-000-560</u>	<u>Fixed Charges</u>		<u>\$ 324,250</u>
490-000-563	Debt Principal Retirement	200,000	
490-000-564	Interest	123,950	
490-000-569	Other Fixed Charges	300	
TOTAL BOND AND INTEREST FUND EXPENDITURES . . . . .			<u><u>\$ 324,250</u></u>

PART III:            Budget Summary

Estimated balance on hand July 1, 1971		\$ 58,646
Revenue	\$ 334,500	
Less Expenditures	<u>-324,250</u>	
Excess of Revenue over Expenditures . . . . .		<u>10,250</u>
Estimated balance on hand June 30, 1972 . . . . .		<u>\$ 68,896</u>

SAUK VALLEY COLLEGE BOOKSTORE

Budget for 1971-72

PART I:           REVENUE

SALES:

Textbooks	\$ 77,350	
Supplies	8,650	
Miscellaneous	7,200	
Paperbacks	1,600	
Sales Tax Collected	<u>4,500</u>	\$ 99,300

Less Cost of Sales:

Textbooks	\$ 62,250	
Supplies	6,500	
Miscellaneous	5,975	
Paperbacks	1,025	
Sales Tax Paid	<u>4,425</u>	<u>80,175</u>

ESTIMATED GROSS PROFIT . . . . . \$ 19,125

PART II:           EXPENDITURES

Salaries & Wages	\$ 10,000	
Transportation Charges	1,800	
Equipment	1,000	
Supplies	500	
Travel	350	
Telephone	250	
Dues and Subscriptions	200	
Auditing and Legal	200	
Other Expenses	<u>400</u>	

Total Expenditures . . . . . \$ 14,700

EXCESS REVENUE OVER EXPENDITURES . . . . . \$ 4,425

PART III:        Budget Summary

Estimated balance on hand July 1, 1971 \$ 30,750

Revenue \$ 99,300

Less Expenditures -94,875

Excess Revenue over Expenditures . . . . . 4,425

Estimated balance on hand June 30, 1972 \$ 35,175

RESTRICTED PURPOSES FUND

PART I: ESTIMATED REVENUE

	<u>1970-71</u>	<u>1971-72</u>
#201 Comprehensive Fee Income	\$ 41,383.20	\$ 42,450.00
<u>Fall</u> 16,224 x \$1.20	\$19,468.80	<u>Fall</u> 16,625 x \$1.20 \$19,950.00
<u>Spring</u> 15,262 x \$1.20	18,314.40	<u>Spring</u> 15,750 x \$1.20 18,900.00
<u>Summer '71</u> 3,000 x \$1.20	3,600.00	<u>Summer '72</u> 3,000 x \$1.20 3,600.00
Income from Admissions to Student Activities	4,430.00	Income from Admissions to Student Activities 4,000.00
		#202 Athletics 2,514.00
		#203 Drama & Readers' Theatre 667.00
		#204 Cultural Events 819.00
Total Estimated Revenue	<u>\$ 45,813.20</u>	<u>\$ 46,450.00</u>

RESTRICTED PURPOSES FUND

PART II: ESTIMATED EXPENDITURES

	<u>1970-71</u>	<u>1971-72</u>
#251-2-3-4- Athletics	\$ 10,355	\$ 11,020
<u>Athletics</u>	\$7,940	\$8,585
Officials	\$1,040	\$1,070
Travel	3,390	3,725
Meals	1,510	1,910
Awards	685	675
Insurance	700	600
Banquet	300	300
Dues & Fees	315	305
<u>Rentals</u>	720	810
Golf	320	410
Pool	400	400
<u>Supplies &amp; Cleaning-Sports</u>	1,595	1,625
Basketball	509	401
Swimming	124	65
Baseball	437	574
Golf	80	100
Track	255	195
Tennis	125	225
Cross Country	65	65
<u>Miscellaneous</u>	100	
#255 <u>Mens' Intramurals</u>	500	300
Trophies, awards, officials		
#256 <u>Cheerleaders &amp; Pom Pom Squad</u>	600	600
Travel - Meals	230	230
Clinic	225	225
Uniforms	125	125
Miscellaneous	20	20
#257 <u>Speech Activities &amp; Readers' Theatre</u>	2,300	2,600
Readers' Theatre		300
Tournaments	2,300	2,300

	<u>1970-71</u>	<u>1971-72</u>
<u>#258 Drama</u>	\$ 2,200	\$ 2,500
Rental, supplies, materials for productions	1,900	2,000
Flats for new auditorium	300	
Tools and equipment		500
<u>#259 Music</u>	3,800	2,150
Travel	600	450
Meals	800	945
Choir Robes	2,000	60
Cleaning & Miscellaneous	400	50
Royalties		645
<u>#260 Student Activities - Cultural-Social</u>	11,000	13,655
	<u>1970-71</u>	<u>1971-72</u>
Pops	\$ 1,500	Leadership \$ 1,000
Balls	2,000	Fine Arts 2,000
Civic Co-op	400	Dances 1,500
Lecturers	3,200	Speakers 3,300
Film Series	500	Popular Entertainment 3,000
Festivals:		Wages 550
Fine Arts	100	Rentals 500
Holiday	50	Films 650
Summer	200	Miscellaneous 105
Merchandise	600	Publicity 400
Miscellaneous	350	Academic Recognition 300
Alumni Association	250	Activities Recognition 350
Wages	250	
Tickets	100	
Publication	300	
Rentals	200	
Advertising	750	
Supplies	250	
<u>#261 Student Leadership Scholarships</u>	2,500	1,850
<u>#262 Student Newspaper</u>	3,600	3,600
<u>#263 Student Magazine</u>	2,250	2,500



	<u>1970-71</u>	<u>1971-72</u>
<u>#264 Associated Students' Board</u>	\$ 3,575	\$ 3,075
Interclub Council		1,000
Clubs	650	
Interschool Relations	600	500
Supplies	300	100
Elections	75	--
Publicity		75
Publications	850	
Special Events	600	1,000
Pow Wow	400	400
Seminars	200	200
Christmas Special		200
Easter Special		200
Underwriting & Security	400	300
Miscellaneous	100	100
Flowers, awards, etc.		
 <u>#266 Women's Recreation Association</u>		350
Mileage, food, officials, awards		
 <u>#267 Sauk Valley College Volunteers</u>		250
Travel		100
Workshops & Training		100
Miscellaneous		50
 <u>#299 Non-budgeted Contingencies</u>	<u>1,214</u>	<u>2,000</u>
 Total Estimated Expenditures	<u>\$ 43,894</u>	<u>\$ 46,450</u>

PART III:            Budget Summary

Estimated balance on hand July 1, 1971		\$ 18,319
Revenue	\$ 46,450	
Less Expenditures	<u>-46,450</u>	
Excess of Revenue over Expenditures . . . . .		<u>-0-</u>
Estimated balance on hand June 30, 1972 . . . . .		<u><u>\$ 18,319</u></u>

BILLS PAYABLE

September 27, 1971

EDUCATIONAL FUND

188-000-547	CANCEL CK. #8395 - DIXON EVENING TELEGRAPH - Written August		\$ - 13.50
110-500-543	DUN AND BRADSTREET	Supplies	8,466 300.00
	SVC PAYROLL FUND	Aug. 31 Payroll	8,467 39,453.65
192-000-565	KARL WENTSEL CO.	Premiums	8,468 4,847.00
	SVC PAYROLL FUND	Sept. 15 Payroll	8,469 62,814.66
			<u>\$107,401.81</u>
0800.542.00	ADDRESSOGRAPH MULTIGRAPH	SUPPLIES	8,470 117.35
0000.547.00	AMERICAN COLLEGE PUB RELA	SUPPLIES	8,471 100.00
0600.543.00	AMERICAN HOSPITAL ASSN	SUPPLIES	8,472 6.00
0700.543.00	AMERICAN MEDICAL ASSN	SUPPLIES	8,473 5.00
0800.541.01	ARCHEM COMPANY	SUPPLIES	8,474 1.00
0000.545.00	DAVID ASH LTD	BOOK	8,475 1.95
0000.545.00	AUERBACH PUB INC	BOOKS	8,476 10.93
0512.543.00	AUGSBURG PUB HOUSE	SUPPLIES	8,477 16.46
0000.545.00	BAKER & TAYLOR CO	BOOKS	8,478 567.07
0512.543.00	BELWIN MILLS PUBL CORP	SUPPLIES	8,479 19.50
0000.550.00	FLORENCE BERTSCH	TRAVEL EXPENSES	8,480 21.00
0000.545.00	R R BOWKER CO	BOOK	8,481 6.00
0512.543.00	BOOSEY & HAWKES INC	SUPPLIES	8,482 33.13
0600.543.00	CAROLINA BIOL SUPPLY CO	SUPPLIES	8,483 448.23
0000.575.00	CENTRAL TELEPHONE CO	SERVICE	8,484 1,285.65
0000.545.00	CENTER FOR INFO ON AMERICA	BOOKS	8,485 4.22
0000.550.00	WALTER CLEVENGER	TRAVEL EXPENSES	8,486 15.40
0000.541.00	CURTIS 1000 INC	SUPPLIES	8,487 40.75
0000.547.00	THE DAILY GAZETTE	AD	8,488 16.00
0000.541.00	THE DAILY GAZETTE	SUBSCRIPTION	8,489 15.00
0000.544.00	DESIGN & ENVIRONMENT	SUPPLIES	8,490 8.00
0100.543.00	DICTATION DISC CO	SUPPLIES	8,491 14.60
0000.544.00	DOUBLEDAY MULTIMEDIA	SUPPLIES	8,492 46.08
0300.543.00	SVC BOOKSTORE	SUPPLIES 2.00	
0400.543.00	X X X	1.00	8,493 3.00
0000.545.00	FACTS ON FILE INC	BOOKS	8,494 12.45
0000.544.00	FRANKLIN SQUARE SUBSC AGCY	SUPPLIES	8,495 2,697.52
0715.543.00	RAY FRANKS PUB RANCH	SUPPLIES	8,496 14.75
0000.545.00	GALE RESEARCH CO	BOOKS	8,497 25.28
0000.544.00	BRUCE J GEBHARDT	MOVING EXPENSES	8,498 89.00
0000.541.00	GINDERS HOSPITAL SUPPLY	SUPPLIES	8,499 27.48
0000.545.00	GUIDANCE ASSOCIATES	SUPPLIES	8,500 5.00
0000.550.00	GULF OIL CORP	TRAVEL EXPENSES	8,501 16.54
0000.550.00	PAT HAMILTON	TRAVEL EXPENSES	8,502 12.60

0.100.543.00	HAWKEYE SYSTEMS INC	SUPPLIES	8503	10.15
000.544.00	HECKMAN BINDERY	SUPPLIES	8504	76.50
0.000.544.00	HIGHSMITH CO INC	SUPPLIES	8505	14.48
1.000.556.00	HOLIDAY INN	SPEAKER EXPENSES	8506	23.94
0.600.543.00	U OF ILLINOIS	SUPPLIES 3.00		
0.200.543.00	X X X	8.30	8507	11.30
0.715.543.00	ILL COACHES DIRECTORY	SUPPLIES	8508	7.00
0.000.561.00	I.B.M.	SUPPLIES 112.41		
0.800.530.03	X X	17.27	8509	129.68
0.000.561.00	I.B.M.	MAINT AGRMTS	8510	538.20
0.200.543.00	INTERSTATE PRINTERS & PUB	SUPPLIES	8511	17.88
0.200.543.00	JOHNSTON LUMBER CO	SUPPLIES	8512	8.35
0.000.549.00	JOSTENS	SUPPLIES	8513	76.11
1.000.550.00	KERR MCGEE CORP	PRES TRAVEL	8514	8.80
0.100.550.00	DOUGLAS KOTARECK	TRAVEL EXPENSES	8515	8.50
0.300.543.00	LEASCO INFO PROD	SUPPLIES	8516	3.45
0.000.544.00	THE LIBRARY OF CONGRESS	SUPPLIES	8517	19.95
1.000.531.00	LINDGREN HAMILTON & CALLIHAN	AUDIT	8518	3,200.00
2.000.550.00	CAROL LINTON	TRAVEL EXPENSES	8519	10.30
0.000.544.00	3M BUSINESS PRODUCTS SALES	SUPPLIES	8520	68.21
0.000.545.00	THE MACMILLAN CO	BOOKS	8521	26.08
0.512.543.00	EDWARD B MARKS MUSIC CORP	SUPPLIES	8522	9.00
0.000.545.00	G & C MERRIAM CO	BOOK	8523	13.88
0.600.530.00	METTLER INSTRUMENT CO	SERVICE	8524	48.00
1.000.544.00	MISHEKS	SUPPLIES	8525	12.44
0.000.545.00	NATL AUDUBON SOCIETY	BOOKS	8526	5.45
0.00.541.00	NATL BETA CLUB	SUPPLIES 2.00		
0.800.541.01	X X X	4.00	8527	6.00
0.000.561.00	NATIONAL CASH REGISTER CO	EQUIP RENTAL	8528	6,974.00
0.700.550.00	HAROLD NELSON	TRAVEL EXPENSES	8529	35.60
0.000.545.00	THE NEW YORK TIMES	SUPPLIES	8530	65.00
0.400.543.00	NORTHERN ILL U	SUPPLIES	8531	17.40
0.000.544.00	OUTDOOR LIFE	SUPPLIES	8532	9.00
0.000.556.00	PHILIP OSBORN	ORIENTATION EXPENSES	8533	9.40
0.000.547.00	PINNEY PRINTING CO	PUBLIC INFO	8534	225.30
0.000.544.00	PORTERS CAMERA STORE	SUPPLIES	8535	29.91
0.200.543.00	PRENTICE HALL INC	SUPPLIES	8536	11.48
0.000.547.00	THE PRINT SHOP	PUBLIC INFO	8537	4.50
0.000.544.00	PSYCHOLOGY TODAY	SUPPLIES	8538	30.00
0.000.544.00	RIVER BEND LIBRARY SYSTEM	SUPPLIES	8539	1.85
0.512.543.00	ROSE DISCOUNT RECORD STORES	SUPPLIES	8540	50.34
0.200.543.00	SARGENT WELCH SCI CO	SUPPLIES	8541	62.17
0.600.543.00	SARGENT WELCH SCI CO	SUPPLIES	8542	1,247.63
0.512.543.00	G SCHIRMER INC	SUPPLIES	8543	63.94
0.000.545.00	SCOTT FORESMAN	BOOK	8544	1.77
0.000.545.00	CHARLES SCRIBNERS SONS	BOOKS	8545	31.50
2.000.547.00	B F SHAW PRINTING CO	LEGAL AD	8546	15.60
0.200.543.00	SOIL CONSERV SOCIETY	SUPPLIES	8547	15.70
0.000.545.00	SPECIAL LIBRARIES ASSOC	BOOK	8548	4.50
0.200.550.00	NORMAN F SPENCER	TRAVEL EXPENSES	8549	104.00
0.800.542.00	GLENN SPUTE	SUPPLIES	8550	9.50
000.545.00	S-H SERVICE AGCY	BOOKS	8551	4.95
0.100.530.00	STERLING BUS MACHINES	SUPPLIES 272.60		
0.530.001.00	X X X	28.50		
0.800.530.02	X X X	91.80		
0.800.541.01	X X X	2.25		

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000.544.00	STERLING BUS MACHINES CONTO	21.60		
000.541.00	X X X	13.80		
000.530.00	X X X	240.50		
000.541.00	X X X	8.57		
000.541.00	X X X	29.07	8552	708.69
512.543.00	STERLING CAMERA CENTER	SUPPLIES 110.67		
000.544.00	X X X	36.24	8553	146.91
000.544.00	SUCCESSFUL FARMING	SUPPLIES	8554	6.00
512.543.00	TIME LIFE RECORDS	SUPPLIES	8555	14.14
800.541.01	UARGO INC	SUPPLIES	8556	32.28
000.545.00	FREDERICK UNGAR PUB CO	BOOKS	8557	33.21
000.544.00	UNIVERSITY MICROFILMS	SUPPLIES 22.00		
000.545.00	X X X	27.19	8558	49.19
512.543.00	VALANDO MUSIC CORP	SUPPLIES	8559	55.88
512.543.00	WARNER BROS MUSIC	SUPPLIES	8560	5.01
000.550.00	MACK WARREN	TRAVEL EXPENSES	8561	17.85
000.541.00	WESTINGHOUSE LEARNING CORP	SUPPLIES	8562	1.07
000.544.00	XEROX CORPORATION	SUPPLIES	8563	15.00
	PRUDENTIAL INS CO	OCTOBER PREMIUM	8564	3012.72
	SVC IMPREST FUND	MISC EXPENSES	8565	1880.62
000.544.00	SVC PETTY CASH	SUPPLIES 2.96		
000.543.00	X X X	3.37		
511.543.00	X X X	1.25		
00575.00	X X X	1.45	8566	9.03
00-545	R.R. BOWKER CO.	Addl. to Ck. #8481	8,567	<u>2.95</u>

TOTAL BILLS \$ 25,072.18

Cks. #8466-8469 and Void #8395 107,401.81

TOTAL EDUCATIONAL FUND FOR SEPTEMBER \$ 132,473.99

BUILDING FUND

270-000-544	SVC EDUCATIONAL FUND	Salary reimbursement-Tripp #1868	\$ 720.00
0.000.544.00	FRED BOESE SALES STORE	SUPPLIES	1.869 5.55
0.000.544.00	CAR SKADEN BRAKE SERV	SUPPLIES	1.870 38.69
0.000.544.00	C B BOILER SERVICE INC	SUPPLIES	1.871 29.80
0.000.573.00	COMMONWEALTH EDISON CO	SERVICE	1.872 5,719.84
0.000.550.00	JAMES CRAWFORD	TRAVEL EXPENSES	1.873 6.90
0.000.544.00	DAWSONS SOFTWATER INC	SUPPLIES	1.874 50.00
0.000.544.00	DEARBORN CHEM DIV	SUPPLIES	1.875 2,871.42
0.000.544.00	DIXON COOPERATIVE CO	SUPPLIES	1.876 3.00
	VOID CHECK		1.877
0.000.544.00	SVC EDUCATIONALFFUND	SUPPLIES	1.878 17.95
0.000.544.00	FAIRFAX HARDWARE	SUPPLIES	1.879 11.76
0.000.544.00	FOLK LAWN MOWER HOSP	REPAIRS	1.880 43.10
0.000.530.00	HONEYWELL INC	SERVICE	1.881 1,156.25
0.000.544.00	HOPKINS ROAD EQUIP CO	SUPPLIES	1.882 86.00
0.000.544.00	JOHNSTON LUMBER CO	SUPPLIES	1.883 5.00
0.000.544.00	KRADLE BUILDING SERV	SUPPLIES	1.884 98.20
0.000.544.00	LEE FS INC	SUPPLIES	1.885 102.46
0.000.544.00	L L LANGE SUPPLIERS CO	SUPPLIES	1.886 273.30
0.000.544.00	MASSEYS ACE HARDWARE	SUPPLIES	1.887 60.64
0.000.544.00	MICKEYS LINEN SUPPLY	SUPPLIES	1.888 47.04
0.000.530.00	MONTGOMERY ELEVATOR CO	SERVICE	1.889 249.00
0.000.544.00	MOTT BROTHERS	SUPPLIES	1.890 76.17
0.000.544.00	MYLINS AGRIC STORE	SUPPLIES	1.891 3.77
0.000.571.00	NORTHERN ILL GAS CO	SERVICE	1.892 5,194.11
0.000.544.00	OLLAR HARDWARE CO	SUPPLIES	1.893 1,638.00
0.000.544.00	P & W SUPPLY CO	SUPPLIES	1.894 80.93
0.000.544.00	SEARS ROEBUCK & CO	SUPPLIES	1.895 7.41
0.000.530.00	SINGER FRIDEN DIV	POSTAGE	1.896 85.00
0.000.544.00	STERLING FARM & FLEET	SUPPLIES	1.897 18.19
0.000.544.00	STOUFFERS ONE STOP STORE	SUPPLIES	1.898 119.93
0.000.544.00	TWIN CITY PRODUCE	SUPPLIES	1.899 309.00
0.000.544.00	VANDENBERG PAINT CO	SUPPLIES	1.900 78.82
0.000.544.00	VONACHEN INDUSTRIAL SUPP	SUPPLIES	1.901 122.85
0.000.544.00	WESTERN AUTO STORE	SUPPLIES	1.902 31.29
0.000.544.00	SVC PETTY CASH	MISC SUPPLIES	1.903 .32
	SVC IMPREST FUND	MISC EXP	1.904 2.00
	PRUDENTIAL INS CO	OCTOBER PREMIUM	1.905 684.85

TOTAL BILLS	19,328.54
Ck. #1868	<u>720.00</u>

TOTAL BUILDING FUND FOR SEPTEMBER	\$ 20,048.54
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SITE AND CONSTRUCTION FUND

-- DIXON NATIONAL

390-000-583	ILLINOIS BUILDING AUTHORITY	Payment	321	\$ 80,000.00
00.582.01	D,D,D.K.& G.	ARCHITECT FEES	322	656.25
00-584	WEAVER SHEET METAL WORKS	KITCHEN DUCT WORK	323	<u>635.00</u>

TOTAL SITE AND CONSTRUCTION FOR SEPT. \$ 81,291.25

SITE AND CONSTRUCTION FUND -- HARRIS TRUST

DIXON NATIONAL BANK - SVC SITE & CONST. FUND	Transfer of Funds	#116	\$ 45,000.00
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# PREST FUND

1-200-543	Drovers Journal	Renewal	1358	\$ 5.00
1-200-543	Farm Quarterly	Subscription	1359	2.00
3-831-541	A.A.J.C.	Journal subscriptions	1360	60.00
1-000-544	Postmaster	Postage meter	1361	900.00
1-300-543	Education Commission of the U.S.	Subscription	1362	6.00
1-700-543	American College of Radiology	70 & 71 registration fees	1363	150.00
1-000-544	Div. of Boiler Inspection	Certificate	1364	2.00
1-000-545	American Council on Education	Book	1365	4.50
	VOID CHECK		1366	
-000-545	Univ. of Northern Iowa	Book	1367	1.50
-000-544	Postmaster	Postage Due Account	1368	21.82
-000-556	Council of North Central Jr. Colleges	Reception exp.	1369	20.00
-000-541	A.A.J.C.	Booklets	1370	2.00
-000-550	Sterling Chamber of Commerce	Scholarship Fund Dinner	1371	18.00
-000-556	Dr. Victor Morris	Orientation Speaker	1372	200.00
	SVC Petty Cash (Do Not Reimb.)	Change for registration	1373	500.00
-000-544	Field Enterprises	Chicago Daily News Subsc.	1374	25.00
-000-544	Chicago Tribune Co.	Subscription	1375	20.00
-000-544	Wall St. Journal	Subscription	1376	35.00
-000-549	Harold Nelson	Graduation expenses	1377	14.47
-000-544	Postmaster	Stamps	1378	10.50
-512-530	Electro-Sonic	Tape deck repairs	1379	53.55
000-550	American Express	Membership-Schilling	1380	15.00
-000-544	Supt. of Documents	Materials	1381	200.00
-000-545	Ziff-Davis Service Division	Records	1382	14.98
-000-541	Dixon Evening Telegraph	Subscription	1383	17.00
-000-550	Edward Sabol	Expenses	1384	83.30
-000-545	Institute of Human Relations Press	Book	1385	1.00
		TOTAL DISBURSEMENTS		\$ 1,882.62

Educational Fund - 1880.62  
 Building Fund - 2.00

ance in fund - 1141.38  
 Disbursements - 1882.62  
 Balance in fund - 3024.00



BANK BALANCES -- TREASURER'S REPORT

August 31, 1971

EDUCATIONAL FUND

Balance on Hand July 31, 1971 \$ 137,466.04

Receipts:

Taxes	\$ 38,184.41	
Out/Dist. Charges	377.00	
Work Study Funds	3,503.93	
Student Tuition	32,211.14	
Comp. Fees	878.48	
Application Fees	700.00	
Investments	140,000.00	
Investment Income	4,948.11	
Exp. Credits	1,029.31	
Miscellaneous	<u>371.05</u>	<u>222,203.43</u>

Total Available \$ 359,669.47

Disbursements:

Expenses for August \$ 189,186.65 \$ 189,186.65

Balance on Hand August 31, 1971 \$ 170,482.82

BUILDING FUND

Balance on Hand July 31, 1971 \$ 82,591.96

<u>Receipts:</u>	Taxes	\$ 9,546.07	
	Miscellaneous	<u>349.50</u>	<u>9,895.57</u>

Total Available \$ 92,487.53

Disbursements:

Expenses for August \$ 16,180.30 16,180.30

Balance on hand August 31, 1971 \$ 76,307.23

BOND AND INTEREST FUND

Balance on Hand July 31, 1971 \$ 21,065.59

Receipts:

	Taxes	\$ 25,138.02	
	Investment Income	<u>187.50</u>	\$ <u>25,325.52</u>

otal Available \$ 46,391.11

Disbursements:

-0-

Balance on Hand August 31, 1971 \$ 46,391.11

**SAUK VALLEY COLLEGE**

**APPROVED BY**

Catherine R. Peckham

**PRESIDENT**

E. Chal Daulton

**SECRETARY**

**DATE** 9-27-71

TE AND CONSTRUCTION FUND - DIXON NATIONAL BANK

ance on Hand July 31, 1971 \$ 38,990.30

ceipts:

Vocational Equipment	\$ 17,445.00	
H.E.W. Final Pymt.	<u>80,000.00</u>	\$ <u>97,445.00</u>

al Available \$ 136,435.30

bursements:

I.B.A.	\$ 80,000.00	
Expenses for Aug.	<u>3,739.50</u>	\$ <u>83,739.50</u>

ance on Hand August 31, 1971 \$ 52,695.80

TE AND CONSTRUCTION FUND - HARRIS TRUST

ance on Hand July 31, 1971 \$ 51,811.09

ceipts:

-0-

al Available \$ 51,811.09

bursements:

-0-

ance on Hand August 31, 1971 \$ 51,811.09

FUNDS INVESTED

S. Treasury Bills - Rock Falls	Bond & Interest	11-18-71	\$ 98,026.67
S. Treasury Bills - Rock Falls	Building	11-30-71	58,786.92
rtificates of Deposit - Polo & Amboy	Bond & Interest	11-20-71	30,000.00
rtificates of Deposit - First Natl.- Sterling	Site & Construction	11-5-71	267,386.51
ne Open Deposit - Dixon National	Site & Construction	5-28-72	150,000.00
S. Treasury Bills - Rock Falls	Educational	9-2-72	124,106.88
S. Treasury Bills - Rock Falls	Bond & Interest	10-7-71	<u>98,755.83</u>
TOTAL INVESTED			\$ 827,062.81

SAUK VALLEY COLLEGE

E.O.G. - WORK STUDY FUNDS

Period Ending 8-31-71

B A L A N C E   S H E E T

Cash (E.O.G. and Work Study) . . . . .	\$ 60,270.42	
Work Study Awards Available from Fed. Gov. 1971-72 . .	61,440.00	
Work Study Awards Capital 1971-72 . . . . .		79,440.00
Work Study Awards Paid 1971-72 . . . . .	5,218.68	
E.O.G. Funds Rec. from Fed. Gov 1971-72 . . . . .	2,929.00	
Initial Year E.O.G. Awards Capital 1971-72 . . . . .		19,754.00
Initial Year E.O.G. Awards Paid 1971-72 . . . . .	-0-	
Renewal Year E.O.G. Awards Capital 1971-72 . . . . .		12,000.00
Renewal Year E.O.G. Awards Paid 1971-72 . . . . .	-0-	
Work Study Awards Capital 1970-71 . . . . .		99,300.00
Work Study Awards Paid 1970-71 . . . . .	87,409.89	
Renewal Year E.O.G. Awards Capital 1970-71 . . . . .		9,500.00
Renewal Year E.O.G. Awards Paid 1970-71 . . . . .	9,500.00	
Initial Year E.O.G. Awards Capital 1970-71 . . . . .		14,100.00
Initial Year E.O.G. Awards Paid 1970-71 . . . . .	14,065.00	
Work Study Awards Available from Fed. Gov. 1969-70 . .		19,509.00
Work Study Awards Capital 1969-70 . . . . .		61,259.00
Work Study Awards Paid 1969-70 . . . . .	63,913.24	
E.O.G. Funds Receivable from Fed. Gov. 1969-70 . . . .	19,509.00	
Initial Year E.O.G. Awards Capital 1969-70 . . . . .		12,727.00
Renewal Year E.O.G. Awards Capital 1969-70 . . . . .		6,214.00
Administrative Expense Allocation E.O.G. 1969-70 . . .		568.00
Initial Year E.O.G. Awards Paid 1969-70 . . . . .	13,226.61	
Renewal Year E.O.G. Awards Paid 1969-70 . . . . .	6,282.39	
E.O.G. Funds Receivable from Fed. Gov. 1968-69 . . . .	7,000.00	
Initial Year E.O.G. Awards Capital 1968-69 . . . . .		8,860.00
Initial Year E.O.G. Awards Paid 1968-69 . . . . .	8,456.00	
Renewal Year E.O.G. Awards Capital 1968-69 . . . . .		3,300.00
Renewal Year E.O.G. Awards Paid 1968-69 . . . . .	2,670.00	
Work Study Awards Available from Fed. Gov. 1968-69 . .	13,639.00	
Work Study Awards Capital 1968-69 . . . . .		81,697.00
Work Study Awards Paid 1968-69 . . . . .	66,866.12	
Work Study Awards Receivable from Fed. Gov. 1967-68 .	6,495.00	
Initial Year E.O.G. Awards Capital 1967-68 . . . . .		3,420.00
Work Study Awards Capital 1967-68 . . . . .		51,967.00
Initial Year Awards Paid 1967-68 . . . . .	3,420.00	
Work Study Awards Paid 1967-68 . . . . .	31,304.65	
	<u>\$483,615.00</u>	<u>483,615.00</u>

STUDENT LOAN FUND

Period Ending 8-31-71

B A L A N C E   S H E E T

ASSETS:

Cash in Bank . . . . .	\$ 1,559.63
Notes Receivable . . . . .	<u>5,318.26</u>
	<u>6,877.89</u>

LIABILITIES AND NET WORTH:

Fund Equity . . . . .	\$ 6,867.44	
Net Profit . . . . .	<u>10.45</u>	<u>6,877.89</u>

P R O F I T   A N D   L O S S

INCOME:

Interest Income	\$ 10.45
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EXPENSES:

NONE

NET PROFIT . . . . .	<u>\$ 10.45</u>
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SAUK VALLEY COLLEGE BOOKSTORE

Period Ended 8-31-71

B A L A N C E   S H E E T

ASSETS:

Cash in Bank . . . . .	\$ 9,486.52
Petty Cash . . . . .	200.00
Inventory 6-30-71 . . . . .	27,293.78
	<u>\$ 36,980.30</u>

LIABILITIES AND NET WORTH:

Accounts Payable . . . . .	\$ 25,000.00
Fund Equity . . . . .	\$ 30,434.10
Net Loss . . . . .	<u>-18,453.80</u>
	11,980.30
	<u>\$ 36,980.30</u>

P R O F I T   A N D   L O S S

INCOME:

Textbook Sales . . . . .	\$ 8,946.15	
Supplies Sales . . . . .	671.86	
Miscellaneous Sales . . . . .	551.46	
Paperback Sales . . . . .	159.40	
Sales Tax Collected . . . . .	<u>508.15</u>	\$ 10,837.02

EXPENSES:

Textbook Purchases . . . . .	\$ 24,901.56	
Supplies Purchases . . . . .	1,860.21	
Miscellaneous Purchases . . . . .	530.07	
Paperback Purchases . . . . .	95.13	
Sales Tax Paid . . . . .	43.78	
Salaries & Wages . . . . .	1,259.52	
Transportation Charges . . . . .	448.09	
Supplies Expenses . . . . .	11.55	
Equipment . . . . .	11.58	
Travel . . . . .	17.20	
Telephone . . . . .	6.04	
Dues/Subscriptions . . . . .	10.00	
Other Expenses . . . . .	85.55	
Over & Under . . . . .	<u>10.54</u>	29,290.82

Net Loss on a cash basis without regard to  
Inventory or Accounts Payable . . . . . (\$ 18,453.80)

STUDENT ACTIVITY FUND  
Statement of Income and Expenses  
August 31, 1971

<u>FUND</u>		<u>AMOUNT</u>
Anteen Services Income	\$	
Comprehensive Fee Income		3,513.95
Athletic Income		
Drama Income		
Student Activity Income		
Student Newspaper Income		17.00
Investment Income		
Miscellaneous Income		
Cash Over and Under		.50
	\$	<u>3,531.45</u>
<u>EXPENSE</u>		
\$		
Athletic Expense		
Extramurals Expense		
Speech Activities & Readers Theater		
Drama Expense		
Music Expense		
Student Activity/Cultural	117.00	
Student Leadership Scholarship		
Student Newspaper Expense	35.10	
Peerleaders & Pom Pom Expense		
Unbudgeted Contingencies		
Student Magazine Expense	8.00	
	<u>\$160.10</u>	
		<u>160.10</u>
al Fund Equity thru August 31, 1971	\$	<u><u>3,371.35</u></u>

<u>SETS</u>		<u>LIABILITIES</u>	
Investments	-0-	Due Bookstore	25.92
petty Cash	-0-	Application Fee	1,620.00
Accounts Receivable	100,118.40	Athletic Conference	523.47
Cash in Bank	121,411.19	Vocational Project Sales	-0-
		Student Tuition	176,750.00
		Tuition Refunds	140.63-
		Land Lab	1,130.43-
		Out-of-District	7,808.25
		Due Building Fund	64.96
		Due Educational Fund	240.48
		Due Site & Construction	-0-
		Due Student Loan	644.83
		Child Care Fund	478.99-
		Parking Regulations	7,725.58
		Alumni Association	196.68
		LPN Supplies	961.20
		HEW Nurses Assistance	3,778.50
		Late Registration Fee	-0-
		Locker Room	5.70
		Recreation Room	1,243.97
		FUND EQUITY:	
		6-30-71	18,318.75
		8-31-71	<u>3,371.35</u>
			<u>21,690.10</u>
Total Assets	<u>\$ 221,529.59</u>	Total Liabilities &	
		Net Worth	<u>\$ 221,529.59</u>



## STUDENT ACTIVITY

August 31, 1971

Balance July, 1971  
 Receipts, August, 1971

\$ 37,409.04  
 124,053.91  
\$ 161,462.95

Disbursements, August, 1971

40,051.76  
\$ 121,411.19

CHECK

NUMBER	PAID TO	DESCRIPTION	AMOUNT
13	Elizabeth Tonkin - #320 Tuition Refund		\$ 28.13
14	SVC Chapter Delta Psi Omega - #260 Student Play Expense		102.00
15	Jon Rountree - #260 Entertainment of PSY 100 Group		15.00
16	SVC Building Fund - #316 Due Building Fund		349.50
17	SVC Educational Fund - #315 Due Educational Fund		627.71
18	SVC Student Loan Fund - #318 Due Student Loan Fund		580.90
19	Francis Fassler - #103 Accounts Rec. Tuition pd. by ISSC		7.00
20	Melode Howard - #103 Accounts Rec. Tuition pd. by ISSC		7.50
21	Ursula R. Buckley - #103 Accounts Rec. Application fee paid by Manpower		10.00
2	Dorinda Schultz - #103 Accounts Rec. Tuition paid by ISSC		7.50
23	VOID		VOID
24	Stenpho Company - #331 Parking, Bumper Stickers (2,500)		327.40
25	Betty Ferris - #304 Application Fee paid twice		10.00
26	SVC Educational Fund - #301 Student Tuition, \$32,211.14; Comprehensive Fee, \$878.48; #302 Out-of-District Fee, \$377.00 #304 Application Fee, \$700.00		34,166.62
27	Barbara Eubanks - #103 Accounts Rec. Nursing Scholarship		200.00
28	Patricia Owen - #103 Accounts Rec. Foundation Scholarship		100.00
29	Lorraine Bishop - #360 Misc. Change from check		787.50
30	Eldon E. Engel - #304 Application Fee refund, Student Paid twice		10.00
31	Kay Brown - #103 Accounts Rec. Application Fee paid twice		10.00
32	Mary Lou Scrivens - #360 Misc. change from check		262.50
33	Nadine Dykjuizen - #320 Tuition Refund, drop 7 hrs. add 6 hrs.		12.50
34	Susan Hillison - #320 Tuition Refund, dropped 3 hrs.		37.50
35	Susan Hudson - #360 Misc. change from check		450.00
36	Illa Anderson - #103 Accounts Rec. Application Fee paid by DSS		10.00
37	Parola Kelly - #360 Misc. change from check		262.50
38	Parola Bardsall - #360 Misc. change from check		750.00
39	Lee Wallis - #360 Misc. Application Fee paid by Law Enforcement		10.00
40	Theresa Sheridan - #103 Accounts Rec. Application Fee paid by DSS		10.00
41	Mark Mernes - #320 Tuition Refund, Dropped 1 sem. hr.		12.50
42	Betty Ferris - #320 Tuition Refund, dropped 4 sem. hrs.		50.00
43	Patricia Webber - #360 Misc. change from check		712.50
4	Greg Peterson - #103 Accounts Rec. Foundation Scholarship NWSW		125.00

**SAUK VALLEY COLLEGE**

**APPROVED BY**

Catherine R. Perkins

**PRESIDENT**

E. Charles D. Wirth

**SECRETARY**

**DATE** 9-27-71

September 23, 1971

To: Board of Trustees

From: Robert Edison

The attached data is submitted as a result of the Board Committee's revision of the tentative budget previously submitted.

Also attached is the final budget for 1971-72 as amended by the Board committee.

RE/mv

Recommended Budget Revisions		Educational	Building	Total
Tentative Budget Deficit		\$ 304,507	109,195	413,702
Professional Salaries Less Than Budgeted		-6,318		-6,318
Business Division	Travel	- 200		- 200
Agriculture	Cont. Serv.	- 100		- 100
Agriculture	Supplies	- 200		- 200
Agriculture	Travel	- 100		- 100
Industrial Education	Cont. Serv.	- 300		- 300
Social Science	Cont. Serv.	- 150		- 150
Social Science	Supplies	- 200		- 200
Social Science	Travel	- 100		- 100
Humanities	Cont. Serv.	- 150		- 150
Humanities	Supplies	- 500		- 150
Art	Cont. Serv.	- 100		- 100
Music	Cont. Serv.	- 75		- 75
Music	Supplies	- 300		- 300
Math-Science	Travel	- 100		- 100
Physical Education	Travel	- 100		- 100
Instructional	Workroom Supp.	- 725		- 725
Library	Books	-2,500		-2,500
Student Services	Travel	- 450		- 450
Student Services	Supplies	- 335		- 335
President	Special Affairs	-1,000		-1,000
Business Services	Adjustments and Overtime \$2,700	-3,080		-3,080
Community Services	Cont. Services	- 275		- 275
Community Services	Supplies	-1,000		-1,000
Board of Trustees	Cont. Services	-4,600		-4,600
Board of Trustees	Supplies	-1,500		-1,500
Board of Trustees	Conferences	- 200		- 200
Fixed Charges	General Insurance	+2,000	-6,000	-4,000
Rental			-2,000	-2,000
Provisions for	Contingencies	-25,000	-7,500	-32,500
Budgeted Reductions		47,658	15,500	63,158

Board Committee Reductions:

Functions	Educational	Building	Total
Agriculture			
Travel	-150		-150
Industrial Education			
Contractual Services	-200		-200
Supplies	-500		-500
Social Science			
Travel	- 50		- 50
Humanities			
Travel	-250		-250
Music			
Travel	-100		-100
Math-Science			
Travel	-200		-200
Health-Science			
Travel	+100		+100
Instructional Administration			
Travel	-200		-200
Developmental Supplies	- 2,000		- 2,000
Library-Learning Resource Services			
Travel	-100		-100
Data Processing			
Supplies	-400		-400
Travel	-100		-100
Business Services			
Travel	-360		-360
Institutional Expense			
Recruitment	-500		-500
Advertising	-1,000		-1,000
Maintenance and Plant			
Salaries	-10,500		-10,500
Travel		-500	-500
ADD: Faculty Promotions	+ 8,125		+ 8,125
Total Board			
Committee Reductions	\$ 8,385	500	8,885
Total			
Reductions	\$ 56,043	16,000	72,043
REVISED DEFICIT	\$ 248,464	93,195	341,659