

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

Conference Room, Third Floor, 3L14

August 14, 1972

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. Personnel matters
 - 3. Acceptance of gift and designation as American Enterprise Institute Center for Public Policy Research
 - 4. Other items
- E. Old business:
 - 1. Administrative salaries
 - 2. Special consideration for Acting Dean of Student Services
 - 3. Other items
- F. New business:
 - 1. Promotions for professional staff
 - 2. Extra increments for professional staff
 - 3. Tentative budget for 1972-73
 - 4. Other items
- G. President's report:
 - 1. Community Service courses
 - 2. Child Care Center
 - 3. Law Enforcement Award
 - 4. Rock River Ecological Education Project
 - 5. President's Annual Report
 - 6. Other items
- H. Time of next meeting
- I. Adjournment

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MINUTES OF SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

August 14, 1972

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on August 14, 1972 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Perkins called the meeting to order at 8:05 p.m. and the following members answered roll call:

Ronald Coplan	Orval DeWeerth
Henry Kobbeman	Catherine Perkins

Absent: William Reigle Kenneth Reuter
Thomas Walter

Communications: Secretary DeWeerth read the attached letter of appreciation from Mr. Ronald Reed.

Approval of Minutes: It was moved and seconded that the minutes of the July 24, 1972 meeting be approved with the addition of the following.... Page #3, Par. #5, the enrollment figures mentioned as of July 20, 1972 were being compared to July 16, 1971. Motion voted and carried.

Personnel: It was moved and seconded that the Board accept with regret the resignation of Charles Tripp of the Science Department. Mr. Tripp plans to retire as of August 31, 1972. The Board noted that Mr. Tripp was a charter member of the college staff and extended their appreciation for his fine service to the college. Motion voted and carried.

It was moved and seconded that the Board approve the following appointments:

Thomas E. Harder, Asst. Instructor-Coordinator of Radiology at a salary of \$9,550 for the academic year who will start as of August 21, 1972 at an additional 1/20th of his salary for the academic year.

Personnel (cont): Edward Sutter, Instructor of Humanities at a salary of \$8,900 for the academic year.
The following vote was recorded: Ayes Members Coplan, DeWeerth, Kobbeman and Perkins. Nays-0. Motion carried.

Acceptance of Gift: It was moved and seconded that the Board accept the gift of library materials and the designation of Sauk Valley College as an American Enterprise Institute Center for Public Policy Research. Motion voted and carried.

Black Top Sealing: It was moved and seconded that the Board approve the additional expenditure of \$2,500 from the Site and Construction Fund to finish the black top sealing of the roadways and parking lots. The following vote was recorded: Ayes Members Coplan, DeWeerth, Kobbeman and Perkins. Nays-0. Motion carried.

Administrative Salaries: The item on administrative salary increases was deferred to executive session.

Acting Dean: It was moved and seconded that the Board increase the salary of John Sagmoe by \$100 a month during the time he performs the duties of Acting Dean of Student Services. The following vote was recorded: Ayes Members Coplan, DeWeerth, Kobbeman and Perkins. Nays-0. Motion carried.

Instructional Promotions: It was moved and seconded that the Board approve the following instructional promotions:

William Byar, Asst. Prof. to Assoc. Prof.	\$525
Edward Beatty, Instructor to Asst. Prof.	725
Donald Doyle, Asst. Prof. to Assoc. Prof.	450
Teresa Fennemore, Instructor to Asst. Prof.	375

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

Personnel
Matters:

Discussion was held on extra increments for 13 members of the faculty association. Dr. Sabol indicated that he could not in good faith recommend this action due to the financial condition of the college. No action as taken on this item.

Tenure:

It was moved and seconded that the Board approve the recommendation of President Sabol to place the following teachers on tenure:

James Barber	Lauren Frederick
Leona Grossman	Carol Hain
John O'Banion	

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

1972-73 Budget:

It was moved and seconded that the tentative budget for Junior College District #506, Counties of Whiteside, Lee, Ogle, Henry and Bureau, State of Illinois, for the year commencing July 1, 1972 and terminating June 30, 1973 (a copy which is attached in accordance with the provisions of Sections 17-1 of the School Code) is tentatively approved and shall be made conveniently available to public information by placing copies thereof in the SVC Business Office, Route #1, Dixon, Illinois, and the office of Dr. E. Orval DeWeerth, Secretary of the Board, Dixon Road, Rock Falls, Ill.

Be it further resolved that a Public Hearing on said budget be held at 8:00 p.m. on Monday, the 18th of Sept. 1972 at Sauk Valley College, Route #1, Dixon, Illinois, and that notice of availability for public inspection and of the time and place of said Public Hearing be given by publishing notice thereof, at least 30 days prior to the time of the hearing in the Dixon Evening Telegraph, Dixon, Illinois and the Daily Gazette, Sterling, Illinois. Motion voted and carried.

Member DeWeerth suggested that a Work Session be held on the budget, the time to be decided later.

President Sabol's
Report:

Dr. Sabol reported on the following:

Community Service Courses
Child Care Summary
Rock River Ecological Education Project
Law Enforcement Award

It was moved and seconded that the Board accept the President's Annual Report for 1971-72, "The Door Remains Open". Motion voted and carried.

Commendation:

Mr. Coplan said he would like to take this opportunity to express the appreciation of the Board of Trustees (past and present members) to President Sabol for his leadership and direction during his years at Sauk Valley College. He went on to say that it was now a matter of history how Dr. Sabol helped found, organize, and finally bring this college to a position where the people of the district are afforded one of the finest two year colleges in the state...his interest, integrity, and inspiration have resulted in the establishment of a fully-accredited institution in the brief span of six years.

On behalf of the Board of Trustees Mrs. Perkins then presented President Sabol with a pictorial remembrance of his years at Sauk Valley College.

Executive Session:

At 9:35 p.m. it was moved and seconded that the Board adjourn to executive session to discuss personnel matters. In a roll call vote, all voted aye. Motion carried.

At 11:40 p.m. it was moved and seconded that the Board return to regular session. In a roll call vote, all voted ayes. Motion carried.

Salaries:

It was moved and seconded that the Board approve administrative salaries and part-time instructional salaries in the following amounts:

Donald Burton	18, 525	Elmer Rice	18, 840
Fred Nesbit	14, 884	Phil Osborn	23, 400
Anne Horton	19, 729	Noah Bunch	21, 125
Adelaide Fritz	17, 757	Mack Warren	16, 175
John Sagmoe	16, 938	Ronald Marlier	15, 092
Ralph Gelander	14, 752	Ronald Schilling	14, 705
Duane Paulsen	19, 525	Michael Seguin	13, 719
Walt Clevenger	15, 760	Richard Doolen	13, 215
Harriet Hastings	10, 430	Robert Edison	25, 325
Marie Barth	6, 900	Ruth Hedstrom	2, 350

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

Extra Increments:

It was moved and seconded that no extra increments be paid for the year 1972-73. In a roll call vote, all voted aye. Motion carried.

Promotion:

It was moved and seconded that the promotion requested for Donald Burton be denied. In a roll call vote, all voted aye. Motion carried.

Adjournment:

Since there was no further business, it was moved and seconded that the Board adjourn to Thursday, August 17, 1972 at 8:00 p.m. to discuss litigation matters. The following vote was recorded: Ayes Members Coplan, DeWeerth, Kobbeman and Perkins. Nays-0. Motion carried.

The meeting adjourned at 11:57 p.m.



E. Orval DeWeerth
E. Orval DeWeerth, Secretary



TIDEWATER COMMUNITY COLLEGE PORTSMOUTH, VIRGINIA 23703
FREDERICK CAMPUS 703 484-2121

July 24, 1972

Mrs. Catherine Perkins
Chairman, Sauk Valley College
Board of Trustees
Prophetstown, Illinois

Dear Mrs. Perkins:

I would like for you to convey my thanks to the Board for the funds granted to us for the relocation expenses our family incurred in our move to Virginia.

It is never pleasant to be put into the situation we found ourselves, both for the Board as well as our family. But the situation seems to have been satisfactorily resolved.

Again, many thanks to all those concerned with this situation, and I hope through this experience any future cases can be handled from the beginning in a predetermined and equitable manner.

Respectfully yours,

Ronald J. Reed
Associate Professor and
Director of Computer Center
Tidewater Community College
Portsmouth, Virginia 23703

RJR:lhp

cc: E. J. Sabol, President
Mrs. Karen Pinter

August 24, 1972

TO: DR. COLE
FROM: ROBERT EDISON

Bob

Re: Board action August 28, 1972.

I have received recently an invoice for legal services in the amount of \$815.00 relative to the lawsuit related to our building structure. I have also received a billing from Ward, Ward, Castendyck, Murray & Pace which includes some charges relative to the lawsuit related to this building.

It would appear that there is no way of estimating reasonably what the cost involved with this suit might ultimately total and the suit itself does represent an immediate relationship to the purposes and scope of the Site and Construction Fund.

RECOMMENDATION: Board approval to charge all legal costs related to our permanent facility against the Site and Construction Fund rather than against the limited operating amounts in the Educational Fund.

RE:fsb

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

SAUK VALLEY COLLEGE DIST. NO. 506

Rural Route #1
Street Address

Dixon, Illinois
City

TENTATIVE BUDGET

July 1, 1972 - June 30, 1973

SAUK VALLEY COLLEGE

EDUCATIONAL FUND

PART I: ESTIMATED REVENUE 1972-73

100-000-400 EDUCATIONAL FUND

<u>100-000-410 Local Governmental Sources</u>		<u>\$ 684,602</u>
100-000-411 Current Taxes - 1971 Levy (466.153M @ 12¢ @ 97%)		\$ 542,602
100-000-414 Charge-Back Revenue		142,000
<u>100-000-420 State Governmental Sources</u>		<u>707,668</u>
<u>100-000-421 State Apportionment</u>		
100-000-421-01 Summer 1972 (2701 @ \$16.50)		44,566
100-000-421-02 Fall 1972 (17,850 @ \$16.50)		294,525
100-000-421-03 Spring 1973 (16,430 @ \$16.50)		271,095
100-000-421-04 IJCB Vocational Grant (9000 @ \$2.50)	<u>22,500</u>	<u>632,686</u>
<u>100-000-422 Vocational Technical Education</u>		<u>69,750</u>
<u>100-000-429 State Work Study</u>		<u>5,232</u>
<u>100-000-430 Federal Governmental Sources</u>		<u>90,737</u>
100-000-433 Federal Work Study		79,440
100-000-439 Other Federal Governmental Sources		11,297
<u>100-000-440 Student Tuition and Fees</u>		<u>444,470</u>
100-000-441-01 Summer 1972 (2701 @ \$11.00)		29,150
100-000-441-02 Fall 1972 (17,850 @ \$11.00 less \$6000)		208,200
100-000-441-03 Spring 1973 (16,430 @ \$11.00 less \$6000)		<u>191,160</u>
		<u>428,510</u>
100-000-442-01 Graduation Fees		1,650
100-000-442-04 Transcript Fees		500
100-000-442-05 Comprehensive (Lab) Fees		810
100-000-442-06 Application Fees		13,000
<u>100-000-470 Interest on Investments</u>		<u>500</u>
<u>100-000-499 Other Revenue</u>		<u>500</u>
<u>TOTAL EDUCATIONAL FUND REVENUE</u>		<u>\$ 1,928,477</u>

SAUK VALLEY COLLEGE

EDUCATIONAL FUND

PART II: ESTIMATED EXPENDITURES 1972-73

<u>110-000-000</u>	<u>INSTRUCTION</u>	<u>\$ 989,707</u>
<u>110-100-000</u>	<u>DIVISION OF BUSINESS</u>	<u>\$ 72,053</u>
110-100-513	- Salaries - Full Time & Dept. Head	\$ 66,503
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>36,115</u>
110-200-513	- Salaries - Full Time & Dept. Head	32,565
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>80,393</u>
110-300-513	- Salaries - Full Time & Dept. Head	74,393
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>118,594</u>
110-400-513	- Salaries - Full Time & Dept. Head	110,084
110-400-516	- Salaries - Office Staff	5,560
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>195,814</u>
110-500-513	- Salaries - Full Time & Dept. Head	185,054
110-500-516	- Salaries - Office Staff	5,560
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	<u>DIVISION OF MATH-SCIENCE</u>	\$ 156,344
110-600-513	- Salaries - Full Time & Dept. Head	\$ 142,884
110-600-516	- Salaries - Office Staff	5,560
110-600-530	- Contractual Services	100
110-600-543	- General Materials & Supplies	7,300
110-600-550	- Conference & Meeting Expense	500
110-700-000	<u>DIVISION OF HEALTH SCIENCES</u>	147,819
110-700-513	- Salaries - Full Time & Dept. Head	127,257
110-700-516	- Salaries - Office Staff	4,915
110-700-530	- Contractual Services	150
110-700-543	- General Materials & Supplies	3,200
110-700-544	- Nursing Capitation Grant	11,297
110-700-550	- Conference & Meeting Expense	1,000
110-715-000	<u>DIVISION OF PHYSICAL EDUCATION</u>	46,250
110-715-513	- Salaries - Full Time & Dept. Head	43,430
110-715-543	- General Materials & Supplies	2,620
110-715-550	- Conference & Meeting Expense	200
110-800-000	<u>INSTRUCTIONAL PROGRAM ADMINISTRATION</u>	136,325
110-800-511	- Salaries - Administration	24,830
110-800-514-01	- Salaries - Instructional - Part Time/Overload	23,575
110-800-514-02	- Salaries - Summer Session	40,000
110-800-516	- Salaries - Secretarial	17,465
110-800-518-01	- Salaries - Student Employees - <u>Federal</u>	18,030
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>	1,450
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
110-800-544	- Tuition Reimbursement	3,000
110-800-550	- Conference & Meeting Expense	750
120-000-000	<u>LEARNING RESOURCE SERVICES</u>	97,665
120-000-512	- Salaries - Professional	42,585
120-000-516	- Salaries - Secretarial	16,180
120-000-518-01	- Salaries - Student Employees - <u>Federal</u>	6,500
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>217,970</u>
<u>131-000-000</u>	<u>Admissions and Records</u>	<u>51,745</u>
131-000-512	- Salaries - Professional	26,605
131-000-516	- Salaries - Secretarial	19,190
131-000-518-01	- Salaries - Student Employees -	
	Federal	3,700
131-000-541	- General Materials & Office Supplies	2,000
131-000-550	- Conference & Meeting Expense	250
<u>132-000-000</u>	<u>Counseling and Testing</u>	<u>89,233</u>
132-000-512	- Salaries - Professional	84,318
132-000-516	- Salaries - Secretarial	4,915
<u>133-000-541</u>	<u>Health Services - Materials & Supplies</u>	<u>300</u>
<u>134-000-000</u>	<u>Financial Aids</u>	<u>20,007</u>
134-000-512	- Salaries - Professional	15,092
134-000-516	- Salaries - Secretarial	4,915
<u>138-000-000</u>	<u>Administration of Student Services & Aids</u>	<u>56,685</u>
138-000-511	- Salaries - Administration	19,975
138-000-516	- Salaries - Secretarial	6,450
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
138-000-544	- Recruitment at Fairs, etc.	2,150
138-000-549	- Commencement	2,500
138-000-550	- Conference & Meeting Expense	2,550

<u>150-000-000</u>	<u>DATA PROCESSING SERVICES</u>	<u>\$ 95,000</u>
150-000-512	- Salaries - Professional	\$ 28,975
150-000-517	- Salaries - Non-academic	11,625
150-000-518-01	- Salaries - Student Employees - <u>Federal</u>	4,100
150-000-541	- General Materials & Office Supplies	3,300
150-000-550	- Conference & Meeting Expense	500
150-000-561	- Rental of NCR & IBM Equipment	46,500
<u>170-000-000</u>	<u>OPERATION & MAINTENANCE OF PLANT</u>	<u>273,645</u>
170-000-512	- Salaries - Professional	15,010
170-000-517	- Salaries - Service Staff	194,635
170-000-518-01	- Salaries - Student Employees - <u>Federal</u>	45,000
170-000-518-02	- Salaries - Student Employees - <u>State</u>	---
170-000-575	- Telephone	19,000
<u>180-000-000</u>	<u>GENERAL ADMINISTRATION</u>	<u>187,657</u>
<u>181-000-000</u>	<u>President's Office</u>	<u>46,250</u>
181-000-511	- Salaries - Administration	31,425
181-000-516	- Salaries - Secretarial	8,650
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
<u>182-000-000</u>	<u>Business Office</u>	<u>103,005</u>
182-000-511	- Salaries - Administration	25,815
182-000-512	- Salaries - Professional	14,705
182-000-516	- Salaries - Secretarial	46,560
182-000-518-01	- Salaries - Student Employees - <u>Federal</u>	6,900
182-000-530	- Contractual Services	1,700
182-000-541	- General Materials & Office Supplies	6,325
182-000-550	- Conference & Meeting Expense	1,000

188-000-000 Community Services & Public Information \$ 38,402

188-000-511	- Salaries - Administration	14,752
188-000-516	- Salaries - Secretarial	5,165
188-000-518-01	- Salaries - Student Employees -	
	<u>Federal</u>	1,985
188-000-530	- Contractual Services	-0-
188-000-547	- General Materials & Advertising	16,000
188-000-550	- Conference & Meeting Expense	500

190-000-000 GENERAL INSTITUTIONAL \$ 116,825

191-000-000 Board of Trustees 10,800

191-000-531	- Contractual - Auditing & Legal	8,000
191-000-549	- Other General Supplies (Elections)	2,000
191-000-550	- Conference & Meeting Expense	800

192-000-000 Institutional Expense 38,125

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	3,200
192-000-547	- Advertising	500
192-000-554	- Recruitment	1,000

192-000-560 Fixed Charges 14,000

192-000-564	- Interest Expense	-0-
192-000-565	- General Insurance	14,000

192-000-590 Capital Outlay 11,900

192-000-585	- Equipment	11,900
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192-000-593 Tuition Charge Back 12,000

192-000-600 Provision for Contingencies 30,000

TOTAL BUDGET EDUCATIONAL FUND \$ 1,978,469

PART III: Budget Summary

Balance on hand July 1, 1972 including Vocational Reimbursement due	\$ 99,657
Revenue	\$ 1,928,477
Less Expenditures	<u>-1,978,469</u>
Excess of Revenue over Expenditures	<u>(49,992)</u>
Estimated balance June 30, 1973	<u>\$ 49,665</u>

SAUK VALLEY COLLEGE

BUILDING FUND

PART I: ESTIMATED REVENUE 1972-73

200-000-400 BUILDING FUND

200-000-410 Local Governmental Sources	\$ 135,650
200-000-411 Current Taxes - 1971 Levy (466.153M @ 3¢ @ 97%)	135,650
200-000-470 Interest on Investments	200
200-000-499 Miscellaneous Revenue	<u>13,250</u>
TOTAL BUILDING FUND REVENUE	<u>\$ 149,100</u>

SAUK VALLEY COLLEGE

BUILDING FUND

PART II: ESTIMATED EXPENDITURES 1972-73

200-000-000 BUILDING FUND

270-000-000	Operation and Maintenance of Plant	\$ 65,500
270-000-530	Contractual Services	15,000
270-000-544	General Materials & Office Supplies	49,500
270-000-550	Conference & Meeting Expense	1,000
276-000-570	Plant Utilities	133,500
276-000-571	Gas	52,000
276-000-573	Electricity	81,500
290-000-000	General Institutional	
290-000-520	Group Medical Insurance & Life	6,000
290-000-560	Fixed Charges	1,500
290-000-561	Rental	1,500
290-000-580	Capital Outlay	8,400
290-000-587	Additional Equipment - Services	8,400
290-000-600	Provision for Contingencies	10,000
<u>TOTAL BUILDING FUND BUDGET</u>		<u>\$ 224,900</u>

PART III: Budget Summary

Balance on hand July 1, 1972	\$ 53,856
Revenue	\$ 149,100
Less Expenditures	<u>-224,900</u>
Excess of Revenue over Expenditures	<u>(75,800)</u>
Estimated balance June 30, 1973	<u>(\$ 21,944)</u>

SAUK VALLEY COLLEGE

SITE AND CONSTRUCTION FUND

PART I: ESTIMATED REVENUE 1972-73

<u>Other Sources</u>		\$ 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		\$ 18,000

PART II: ESTIMATED EXPENDITURES 1972-73

GENERAL INSTITUTIONAL

<u>390-000-560</u>	<u>Fixed Charges</u>	-0-
390-000-565	General Insurance	-0-
<u>390-000-580</u>	<u>Capital Outlay</u>	\$ 150,000
390-000-582	Site Improvement	10,000
390-000-582-01	Site Improvement-Holding Pond	25,000
390-000-583	New Buildings & Additions	-0-
390-000-584	Building Improvements	65,000
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		\$ 150,000

PART III: Budget Summary

Balance on hand July 1, 1972	\$ 543,879
Revenue	\$ 18,000
Less Expenditures	<u>-150,000</u>
Excess of Revenue over Expenditures	<u>(132,000)</u>
Estimated balance on hand June 30, 1973	<u>\$ 411,879</u>

SAUK VALLEY COLLEGE
BOND AND INTEREST FUND

PART I: ESTIMATED REVENUE 1972-73

<u>400-000-410</u>	<u>Local Governmental Sources</u>	<u>\$ 311,995</u>
400-000-411	Current Taxes - 1971 Levy (466.15M @ 6.9% @ 97%)	311,995
<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>\$ 319,495</u>

PART II: ESTIMATED EXPENDITURES 1972-73

GENERAL INSTITUTIONAL

<u>490-000-560</u>	<u>Fixed Charges</u>	<u>\$ 315,250</u>
490-000-563	Debt Principal Retirement	200,000
490-000-564	Interest	114,950
490-000-569	Other Fixed Charges	300
 TOTAL BOND AND INTEREST FUND EXPENDITURES		 <u>\$ 315,250</u>

PART III: Budget Summary

Balance on hand July 1, 1972	\$ 73,711
Revenue	\$ 319,495
Less Expenditures	<u>315,250</u>
Excess of Revenue over Expenditures	<u>4,245</u>
Estimated balance on hand June 30, 1973	<u>\$ 77,956</u>

SAUK VALLEY COLLEGE

WORKING CASH FUND

PART I: ESTIMATED REVENUE 1972-73

<u>790-000-470</u>	<u>Other Sources</u>	<u>\$ 18,000</u>
790-000-470	Investment Income	18.000
TOTAL WORKING CASH FUND REVENUE		<u><u>\$ 18,000</u></u>

PART II: ESTIMATED EXPENDITURES 1972-73

PART III: Budget Summary

Balance on hand July 1, 1972	\$ 490,762
Revenue	\$ 18,000
Less Expenditures	<u>-0-</u>
Excess of Revenue over Expenditures	<u>18,000</u>
Estimated balance on hand June 30, 1973	<u><u>\$ 508,762</u></u>

SAUK VALLEY COLLEGE BOOKSTORE

Budget for 1972-73

PART I: REVENUE

SALES:

Textbooks	\$ 83,100
Supplies	11,100
Miscellaneous	7,675
Paperbacks	2,350
Sales Tax Collected	<u>4,900</u>
	\$ 109,125

Less Cost of Sales:

Textbooks	\$ 66,500
Supplies	7,775
Miscellaneous	5,750
Paperbacks	1,650
Sales Tax Paid	<u>4,800</u>
	<u>86,475</u>

ESTIMATED GROSS PROFIT \$ 22,650

PART II: EXPENDITURES

Salaries & Wages	\$ 10,500
Employees Benefits	100
Transportation Charges	1,850
Equipment	1,000
Supplies	500
Travel	350
Telephone	250
Dues and Subscriptions	200
Auditing and Legal	200
Other Expenses	<u>400</u>

Total Expenditures \$ 15,350

EXCESS REVENUE OVER EXPENDITURES \$ 7,300

PART III: Budget Summary

Fund Equity, July 1, 1972 \$ 40,218

Revenue \$ 109,125

Less Expenditures - 101,825

Excess Revenue over Expenditures 7,300

Estimated Fund Equity, June 30, 1973 \$ 47,518

RESTRICTED PURPOSES FUND

Part I: ESTIMATED REVENUE

	<u>1971-72</u>		<u>1972-73</u>
<u>#201 Comprehensive Fee Income</u>	\$ 42,450		\$ 37,000
<u>Fall</u> 16,625 x \$1.20	19,950	<u>Fall</u> 17,850 x \$1.00	17,850
15,750 x \$1.20	18,900	<u>Spring</u> 16,500 x \$1.00	16,500
<u>Summer '72</u> 3,000 x \$1.20	3,600	<u>Summer '73</u> 2,650 x \$1.00	2,650
<u>Income from Admissions to Student Activities</u>	4,000		4,500
#202 Athletics	2,514		400
#203 Drama & Readers' Theatre	667		3,000
#204 Cultural Events	819		900
#205 Newspaper			200
<hr/>		<hr/>	
Total Estimated Revenue	\$		<u>\$ 41,500</u>

RESTRICTED PURPOSES FUND

Part II: ESTIMATED EXPENDITURES

	<u>1971-72</u>	<u>1972-73</u>
<u>#251-2-3-4- Athletics</u>	\$ 11,020	\$ 11,130
<u>Athletics</u>	8,585	9,065
Officials	1,070	1,430
Travel	3,725	3,695
Meals	1,910	1,880
Awards	675	770
Insurance	600	550
Banquet	300	250
Dues & Fees	305	490
<u>Rentals</u>	810	750
Golf	410	350
Pool	400	400
<u>Supplies & Cleaning-Sports</u>	1,625	1,285
Basketball	401	275
Swimming	65	65
Baseball	574	495
Golf	100	100
Track	195	150
Tennis	225	135
Cross Country	65	65
<u>Miscellaneous</u>		30
<u>#255 Mens' Intramurals</u>	300	300
Trophies, awards, officials		
<u>#256 Cheerleaders & Pom Pom Squad</u>	600	250
Travel - Meals	230	75
Clinic	225	50
Uniforms	125	100
Miscellaneous	20	25
<u>#257 Speech Activities & Readers' Theatre</u>	2,600	2,600
Readers' Theatre	300	300
Tournaments	2,300	2,300

	<u>1971-72</u>	<u>1972-73</u>
<u>#258 Drama</u>	\$ 2,500	\$ 2,800
Rental, supplies, materials for productions	2,000	2,600
Tools and equipment	500	200
<u>#259 Music</u>	2,150	2,375
Travel	450	700
Meals	945	800
Choir Robes	60	--
Cleaning & Miscellaneous	50	175
Royalties	645	600
Rental of Coliseum, if necessary		100
<u>#260 Student Activities -</u> <u>Cultural-Social</u>	13,655	12,350
Leadership	1,000	700
Fine Arts	2,000	2,000
Dances	1,500	1,500
Speakers	3,300	3,000
Popular Entertainment	3,000	3,000
Wages	550	500
Rentals	500	200
Films	650	600
Miscellaneous	105	100
Publicity	400	200
Academic Recognition	300	200
Activities Recognition	350	350
<u>#261 Student Leadership Scholarships</u>	1,850	1,000
<u>#262 Student Newspaper</u>	3,600	3,600
<u>#263 Student Magazine</u>	2,500	2,500
<u>#264 Associated Students' Board</u>	3,075	3,075
Interclub Council Clubs	1,000	1,000
Interschool Relations	500	750
Supplies	100	100
Publicity	75	125
Special Events	1,000	1,000
Pow Wow	400	400
Seminars	200	200
Christmas		
Special	200	200
Easter Special	200	200
Underwriting &		
Security	300	
Miscellaneous	100	100
Flowers, awards, etc.		

	<u>1971-72</u>	<u>1972-73</u>
<u>#266 Women's Recreation Association</u>	350	250
Mileage, food, officials, awards		
<u>#267 Sauk Valley College Volunteers</u>	250	150
Travel	100	50
Workshops & Training	100	50
Miscellaneous	50	50
<u>#268 Wrestling</u>		<u>1,000</u>
Transportation		550
Meals		240
Officials		130
Scorer & Timer		60
Awards		20
<u>#299 Non-budgeted Contingencies</u>	<u>2,000</u>	<u>1,000</u>
<u>Total Estimated Expenditures</u>	<u><u>\$ 46,450</u></u>	<u><u>\$ 44,380</u></u>

PART IIIBudget Summary

Balance on hand July 1, 1972	\$ 24,487
Revenue	\$ 41,500
Less Expenditures	<u>-44,380</u>
Excess of Revenue over Expenditures	<u>(2,880)</u>
Estimated balance on hand June 30, 1973	<u>\$ 21,607</u>

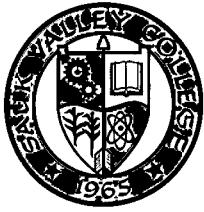
SAUK VALLEY COLLEGE

"THE DOOR REMAINS OPEN"

ANNUAL REPORT FOR 1971-1972

DR. EDWARD J. SABOL
PRESIDENT

AUGUST 14, 1972



SAUK VALLEY COLLEGE

R. R. 1 Dixon, Illinois / 61021 Area 815 288-5511

August 14, 1972

To Members of the Sauk Valley College Board of Trustees

and

To Residents of the Sauk Valley College Community

It is with what I hope is pardonable pride that this report of another year of growth and progress is presented to you.

In a sense it has been a year of two parts--the first characterized by the successful culmination of efforts for full accreditation, and the second overshadowed by justifiable concern for the financial future of the College. This report speaks to some aspects of both.

Looking beyond the details, one can find that Sauk Valley College is achieving its professed goals in a manner which is a credit to its sponsoring community and to the State of Illinois.

I am grateful to have been President of the College during its formative years, and I am confident that its future will be one of unending service to the people of northwestern Illinois in their continuing efforts to enhance the quality of their lives.

Respectfully submitted,

Edward J. Sabol, President

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SAUK VALLEY COLLEGE HIGHLIGHTS OF 1971-72

New record enrollment for fall semester exceeded by enrollment for spring semester

Significant increase in enrollment in occupational programs

Full accreditation and membership in North Central Association of Colleges and Secondary Schools

Recognition of the need for financial retrenchment pending anticipated increases in enrollment and in State and Federal funds

Increased student recruitment activity by professional staff

A new high in financial aid to students

Increased enrollment of veterans and Mexican-Americans

Establishment of Reading Center and expanded development program to meet student needs in basic educational skills

Approval of compact with Whiteside Area Vocational Center calling for cooperation in developing student understanding of career opportunities in education

Continued expansion of community cultural events through student-funded activities program

Development of Human Services Curriculum for students contemplating careers in the "helping professions"

Launching of comprehensive follow-up study of former students

Establishment of Working Cash Fund of \$490,000 for use in times of need for temporary financing

I. Student Enrollment

The basic business of a college is teaching students. In 1971-72 Sauk Valley College registered 2,455 individuals in its three sessions--or almost 30% of the total number registered (8,115) since the College opened its doors for classes six years ago. The largest single semester enrollment was registered during the spring semester when the 1,624 figure topped the previous high of 1,614 during the fall semester.

Figure I presents a comparison of Fall and Spring enrollments for the entire history of the College. Although these students enter the College with many different goals in mind, there is an increasing tendency to complete degree requirements in both transfer and baccalaureate programs. It should be noted that the current year produced a far greater number of graduates in the occupational fields than had been the case in any prior year.

Degrees and Certificates Awarded Table I lists the degrees and certificates awarded. They cover the complete spectrum of College offerings.

FIGURE 1

Total Students Registering by Semester
Sauk Valley College
Fall, 1966 - Spring, 1972

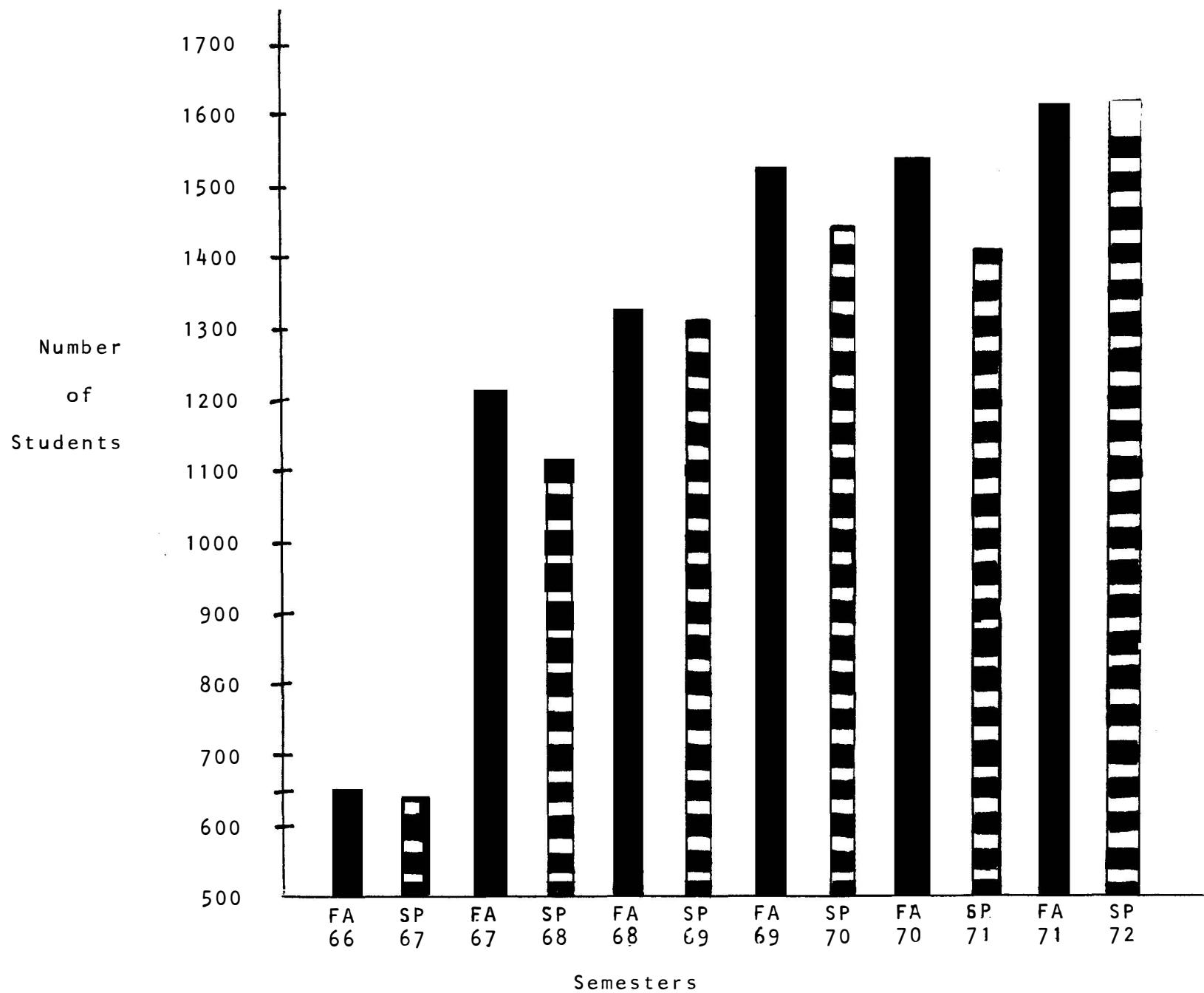


TABLE I

SUMMARY OF 1971-72 DEGREES & CERTIFICATES

<u>Associate in Arts</u>		<u>Associate in Applied Science</u>	
Liberal Arts & Science	28	Agriculture	
Education	11	Agriculture Management	6
Total A.A.	39	Business	
		Marketing	1
		Accounting	4
		Mid-Management	7
		Secretarial Science	8
		Data Processing	6
		Office Machines	1
Associate in Science			27
Agriculture	2	General Education	
Business	9	Health	
Engineering	4	Radiology	5
Education	42	Nursing (ADN)	25
Natural Sciences	3	Medical Lab. Technology	6
Pre-Veterinary	1		
Total A.S.	61		
Certificates			
Accounting	1	Industrial & Engineering Tech.	
Office Machines	2	Drafting	1
Practical Nursing	36	Machine Design	1
Secretarial Science	8	Automotive	6
Total Cert.	47	Electronics	5
			13
Public Service			
		Library Technology	1
		Law Enforcement	11
		Teacher Aide	5
			17
Total A.A.S.			
			100
TOTAL DEGREES			
			200

SUMMARY:

A.A.	A.S.	A.A.S.	CERTIFICATE	TOTAL
39	61	100	47	247

TABLE II

Comparison of Fall Enrollment by Degree Program and Curriculum
 Fall 1970 vs Fall 1971

<u>Degree and Curriculum</u>	1970	1971
<u>Associate in Arts</u>		
Liberal Arts and Sciences	219	257
Education (Leading to B. A.)	102	64
<u>Associate in Science</u>		
Agriculture	23	24
Business	85	85
Engineering	32	32
Education (Leading to B. S.)	161	137
Natural Science and Mathematics	29	31
Pre-Medical	12	23
Pre-Veterinary Medicine	0	3
<u>Associate in Applied Science</u>		
<u>Agriculture</u>		
Business	9	7
Management	20	19
<u>Business</u>		
Marketing	6	7
Accounting	28	35
Mid-Management	23	31
Secretarial Science	45	48
Electronic Data Processing	39	25
Office Machines	3	7
<u>General Education</u>		
General Education	40	79
<u>Health and Medical</u>		
Radiology	23	33
Nursing (ADN)	117	138
Medical Laboratory Technology	17	76
<u>Industrial and Engineering Technology</u>		
Machine Design	20	20
Drafting	1	0
Automotive	34	35
Electronics	31	32

	1970	1971
--	------	------

Public Service

Library Technology	10	7
Law Enforcement	51	87
Teacher Aide	24	29
Care & Guidance of Children	10	11

Collegiate Vocational (1 Year)

Ornamental Horticulture	0	5
Agricultural Business	0	2
Agricultural Management	0	2
Accounting	0	1
Marketing	0	1
Secretarial Science	0	3
Practical Nursing	38	36
Machine Drafting	0	1
Welding	0	1
Automotive Service	0	2

II. Enrollment by Degree Programs and Curriculums

Each registering student is required to designate his major curricular interest and is programmed accordingly.

For purposes of examining trends in curricular interest, the fall semesters of 1970 and 1971 are compared in Table II.

The following observations may be made:

1. Associate in Arts candidates totalled exactly the same in 1971 as in 1970 (321) but there was a shift in emphasis from teaching (Education) to general Liberal Arts and Sciences.
2. There was a small decrease in Associate in Science candidates from 342 in 1970 to 335 in 1971.
3. There was a major increase in registration in occupational programs leading to the Associate in Applied Science degree. The 1971 total was 676 or 125 more than the previous year. Accounting, Mid-Management, General Education, Health and Medical Occupations and Law Enforcement accounted for the bulk of that increase.
4. There was a sharp drop (325-228) in Continuing Education enrollment which consists primarily of part-time evening students. (This was corrected in part in the spring semester with special recruiting activities directed at potential evening registrants.)

5. Certificate programs, listed under Collegiate Vocational increased due to the addition of a number of new one-year offerings in fields other than Practical Nursing.

The total effect of changes in certificate and degree candidacy is reflected in Table III below, where it may again be noted that the rise was due solely to students registering in occupational programs leading to the A. A. S. degree and to the Collegiate Vocational certificate.

TABLE III

SUMMARY OF DEGREE AND CERTIFICATE CANDIDATES

	1970	1971
Associate in Arts	321	321
Associate in Science	342	335
Associate in Applied Science	551	676
Continuing Education	325	228
Collegiate Vocational	<u>38</u>	<u>54</u>
TOTAL	1577	1614

III. COURSES AND SECTIONS

TABLE IV

COMPARISONS OF COURSES AND SECTIONS FOR 1970-71, 1971-72

	Total Courses	Total Sections
Summer, 1970	50	62
Summer, 1971	51	65
Fall, 1970	158	286
Fall, 1971	166	279
Spring, 1971	183	267
Spring, 1972	183	264
Total 1970-71	391	615
Total 1971-72	400	608

The increase in enrollment and the addition of the certificate programs were accommodated by increasing the number of courses offered from 391-400; it should be noted, however, that fewer sections were required (615-608) due to more effective scheduling.

Observations with regard to credit hour enrollment can best be made by reviewing the Registrar's records for each instructional division. As noted above, the larger enrollment was handled with fewer sections which means that average section size increased, especially in Business, the Humanities, the Social Sciences and some Natural Science and Mathematics courses. Enrollment continued to be disappointing, however, in advanced courses in Data Processing, Electronics, Machine

Design, Mathematics, Chemistry and Physics. Some electives in the Humanities and Social Sciences could be placed in the same category and will bear watching in the year ahead.

OPERATION CANGROE, a 1971 report of the President, made the following recommendations for more productive use of staff and resources:

1. Increased productivity of existing staff
2. More effective scheduling of courses and students
3. Continued expansion of existing courses and programs for which demand is evident by actual enrollment
4. Establishment of new programs on a "demonstrated need" basis

Staff Productivity

There has been an increase in the average student credit hour production of full-time staff but it remains short of 600 per academic year projected for 1971-72; the hoped-for figure of 630 for 1972-73 may not be attainable without unexpected increases in enrollment.

Scheduling

Advance review of course and section schedules has been instigated during the current year to assure a minimum of conflict between required courses and a more effective "loading" of classes in multiple-section courses. The schedule review committee consists of the Registrar, the Dean of Instruction, Dean of Student Services (or his delegate) one Division Chairman, one member of the Faculty Council and Director of Data Processing as technical advisor.

Existing Courses and Programs

Although there has been no retrenchment of programs for the current and forthcoming year, certain programs and courses with low registration warrant continued attention as noted above in the discussion on enrollment. Continued growth in Law Enforcement, Nursing, and to some extent Business, has been recognized. In Associate Degree Nursing, a new Federal grant will support further expansion.

New Programs

In order to meet the needs of students in a community college with an open-door policy, developmental courses have been offered at Sauk Valley College since its second year of operation. In the spring of 1971, a coordinator was appointed to verify these courses and to further develop the program. The following general objectives were established:

1. To provide a skill-building program for students who are unable to pursue college work without this additional preparation
2. To provide a program of study for those who desire some college experience for employment and personal reasons
3. To provide a program for those students who have been out of school a number of years and feel the need for some review work before beginning college-level work
4. To provide a program to prepare students for successful completion of high school equivalency education.

Two characteristics of the student who enrolls in developmental classes determine to a large extent the structure of the program:

1. After many years of low achievement or even failure, the student has an extremely low self-concept which affects his attitudes and his approach to any environment, especially an academic one.
2. Areas of strength and weakness vary widely from student to student, making necessary a highly individualized program.

These two characteristics demand a highly flexible program and a low student-teacher ratio.

The developmental program is unique in that it touches every college program. This intra-disciplinary nature makes the job of coordinating more demanding and more necessary.

Expanded effort is currently being planned in:

1. Bilingual education (adults and teacher aid program)
2. Increasing initial contact with students during the semester when the need is greatest
3. Follow-up study

Several requests which came too late to implement this Fall will be explored during the first semester: in-service training for elementary faculties in the district and diagnostic testing of elementary students with reading deficiencies. In addition greater efforts will be made to acquaint students and faculty with the Reading Center facilities.

The new catalog for 1972-73 reflects an expanded effort to prepare students for the "helping professions" such as Child Care, Teacher Aide and a variety of human-service occupations involving cooperation with other social agencies. This curriculum, to be known as Human Services, is in response to the need for trained personnel expressed by such agencies as Child and Family Services, Dixon State School, Illinois

Division of Vocational Rehabilitation, Tri-County Youth Opportunities Council and the Governor's Council on Human Resources.

A third, and less formal, thrust in new courses has been the development of non-credit community service courses. During the year, The Board of Trustees approved the instigation of such courses under the direction of the Dean of Instruction and on a "pay-as-you-go" basis, viz., no local or State tax funds involved. Following is a tabulation of courses successfully completed during the spring semester:

<u>Name of Course</u>	<u>Location</u>	<u>Number Enrolled</u>
Religious Responses to Pressures of the 70's	Oregon H. S.	61
Stock Market Investing	Sauk Valley	30
Group Procedure Workshop	Sauk Valley	21
Reading Workshop for the University Bound Student	Sauk Valley	15

In recognition of the need for expansion of public service activities, the Illinois Junior College Board has received first-time appropriation for this purpose for 1972-73 and Sauk Valley College has filed applications for support of the following projects:

1. Student volunteer training program
2. Social seminar on drug abuse
3. Share career information center
4. Bi-lingual teacher aide training program

Unfinished Business

Facilities exist and some demand is evident for courses, and possibly programs, in Restaurant and Institutional Food Management, Home and Family Management, Natural Resources Management, Recreational Leadership and Industrial Electricity. Exploratory single-course offerings in the evening should be considered for the forthcoming year. Law Enforcement, Child Care Aide and Ornamental Horticulture all have developed successfully in the past with this approach.

Although space exists for Dental Hygiene, action at this time is precluded by a new policy of the Illinois Board of Higher Education requiring affiliation with a dental school if a community college is to prepare dental hygienists.

Recruitment of Students

Student recruitment involves several phases of professional activity all related to the educational function of making the Sauk Valley College community aware of the opportunities the college offers them. Detailed reference is made below under Services to Students to such functions as counseling, financial aids, admissions contacts, and outreach programs for veterans and Mexican-Americans.

During 1971-72 other members of the professional staff have joined Student Services personnel in this function. Under the aegis of Faculty Council, cooperative programs have been devised, new multi-media audio-visual aids developed and a summer-fair schedule funded with personnel serving on both an assigne and voluntary basis.

Although it may be too early to judge the results of these efforts, there are individual cases of completed applications resulting from these contacts. Most significant, of course, is the demonstration of staff responsibility and concern for the all-college effort needed to bring the college's capabilities to the attention of its potential clients.

IV.

SERVICES TO STUDENTS

Emphasis on student development was the focus of the Student Services Division in 1971-72. Expanding student enrollment, reflecting a broader diversity of human characteristics, continued to require more flexibility in basic student personnel services. This was particularly evident in the increasing number of students lacking basic educational skills. An increase in diagnostic testing, referrals by counselors, coupled with increased counseling time with these students, was significantly evident throughout the year. This is due to more intensive recruitment and special financial aid efforts designed to increase educational opportunities to all members of the community.

A variety of new approaches and techniques were developed, including a number of programs designed to intensify recruitment efforts. These included a Veterans Outreach Program, Veterans Tutorial Program, Spanish Student Outreach Program, Mobile Information Center, G. E. D. Testing Follow-Up Program, Career Planning Program, and other specialized efforts which appear in attached documents. As these efforts increase, the college will continue to attract a broader spectrum of abilities.

Decentralization of counseling offices throughout the building continued to be an effective means of personalizing the communication channels as counselors worked with students and faculty in various divisions to which they were assigned as resource people. Centralization of the Financial Aids Office, Admissions Office, and central Counseling and Testing Office, although in operation only a few weeks, appears to be a more effective means of providing basic core services to students and staff. The full potential for the development of this area as a career planning center for both enrolled students, new students, and various community groups should be realized during 1972.

An increase in the involvement of student personnel in the educational process became most evident during the past year. Directing attention towards the improvement of basic skills in communication and interpersonal relationships, the Psy 100 courses were revised, group counseling increased, leadership workshops for Sauk Valley College students and high school students were offered, adult and community workshops in group dynamics,

leadership, creativity, human potential seminars, and human relations were conducted on both a credit and non-credit basis. A high potential for these offerings continues to exist in the Sauk Valley College area and as June ended plans had already been made for a three-day training session for Tri-County Outreach workers.

The Student Services staff found themselves working very closely with the Reading Center staff in numerous case conferences, planning sessions and diagnostic efforts designed to help and retain this emerging group of "new students". As the year progressed, a counselor was assigned to the Reading Center to assist in the development of a course, DEV 085, which will be taught the fall semester, 1972.

Tangible involvement in the total educational process became even more apparent with the development of the Human Services curriculum. This increase in direct involvement in the educational program is recognition of the potential educative functions Student Services can bring to an institution if the skills, training and education of that staff are analyzed.

FINANCIAL AIDS

Financial Aid activities in 1971-72 reflect a substantial increase in Federal, State and local funding at Sauk Valley College. Table V is a financial aid report detailing the amount of aid and the number of students helped over the past four years. In terms of financial aid, some pertinent highlights of 1972 include the following:

1. There was a significant increase in the amount of aid dispersed to veterans, particularly for those veterans taking advantage of the G. I. Bill. Illinois State Military Scholarships for veterans reflected a slight increase.
2. The Illinois State Commission figures dropped slightly the past year. This can be attributed to an overall 4% drop for monies available from the State for the fiscal year, 1972. In terms of students being helped, however, more students were aided through the Illinois State Scholarship Commission but individual grants were smaller.
3. A variety of financial aid packets were developed for individual cases presenting unique problems and many of these were made available through the Sauk Valley College Foundation. A flexible and personalized attempt at meeting the financial needs of students was apparent throughout the year in this office. Without this type of service and concern, the ability of these recipients to attend Sauk Valley College would be seriously reduced.

FINANCIAL AID REPORT FOR 1971-72 WITH
COMPARATIVE FIGURES FROM 1968-69
as of: July 26, 1972

TYPE OF PROGRAM	NUMBER OF STUDENTS					AMOUNT OF FINANCIAL AID		
	68-69	69-70	70-71	71-72	68-69	69-70	70-71	71-72
Nursing Grant	0	0	11	18	0	0	9,700	11,877
Educational Opportunity Grant	38	65	74	104	10,936	19,509	23,565	31,561
Federal College Work-Study	131	152	154	161	66,866	61,259	103,854	103,000
G.I. Bill (\$175.00 per month)	81	129	136	209	67,000	106,700	212,000	330,313
Law Enforcement Grant	11	37	45	68	409	5,323	8,653	12,480
Illinois Guaranteed Loan	48	38	49	70	42,685	27,780	34,102	62,150
Ill. State Sch. Commission Sch. (Competitive) Grant (Based on need only)	14 30	32 94	24 112	28 191	3,645 8,744	7,253 21,203	11,931 60,366	9,934 53,790
Ill. State Military Scholarship	0	107	171	204	0	23,616	39,712	41,647
SVC Activity Grant	18	20	17	13	2,000	2,085	2,100	1,750
SVC Foundation (Full-time) (Part-time)	112 0	111 0	105 15	132 27	20,488 0	21,856 0	22,500 1,091	28,818 1,964
SVC Short-Term Loan	70	58	93	115	5,900	3,305	8,400	12,560
SVC Tuition Grant	33	51	39	36	7,150	9,385	6,000	8,000
Dixon State School (Fall) (Spring)	107 92	132 101	124 75	65 57	5,468 4,930	7,468 6,989	5,657 4,734	3,464 2,740
Manpower Development & Training	0	0	2	7	0	0	6,224	19,624
Social Security (\$84.00 per month)	0	53	54	86	0	54,520	47,880	69,300
Vocational Rehabilitation (Fall) (Spring)	16 12	20 20	16 21	21 25	2,410 1,870	3,023 2,943	3,023 2,943	3,735 4,327
Program S-20 Public Aid Sch.	0	0	0	5	0	0	0	590
GRAND TOTALS	813	1220	1326	1642	250,501	384,217	604,735	813,624

In an all-campus survey taken recently, 35% of the students responding indicated they would not be able to attend Sauk Valley College if they were not helped financially. Financial aid programs cited include the Nursing Grant Program, Economic Opportunities Grant, Manpower Development and Training Act, Public Aid Scholarship, and the work-study program.

During the past two years the financial aids office and members of the Student Services staff have conducted programs designed to reach the low income student. In 1970, efforts were made to enlist more students under the Manpower Development and Training Act. In 1971, participants began in a new program called Program S-20 - Public Aid Scholarship. This program is designed to assist students from families currently receiving public aid assistance in their educational development.

Assistance was also received from the Bureau of Indian Affairs. This does not appear on the attached report and a total of \$1,600 was attributed to this agency.

Financial aid efforts coincided very closely with various Student Services recruitment efforts designed to help needy students and inform them of financial aid benefits. These cooperative programs include Veterans Outreach, Mexican-American Outreach, veterans seminars, veteran club programs and high school financial aid seminars.

ADMISSIONS

Admission efforts were extended during 1971-72. This office reported a total of 2,920 individual and group contacts. This reflects the basic high school visitation program conducted by the Admissions Office.

Other significant contacts included:

1. Vets Outreach - 237 letters sent; 37 home visits
2. Mexican-American Campaign - 156 letters sent; 23 home visits

VETERANS OUTREACH - The Veterans Outreach Program was developed to seek out the returning veteran and alert him of the technical, educational and vocational opportunities available at Sauk Valley College. Utilizing work-study funds, a Sauk Valley College veteran was employed and trained to work under the Director of Admissions in this capacity. This recruitment plan includes all Vietnam veterans who are returning to the Sauk Valley College area. Names are supplied by a variety of sources. Veterans are contacted at their points of residence, place of work, and through the mail. Although in operation only a few weeks, this program holds great potential for 1972-73, and new Federal legislation provides financial support for such activity.

MEXICAN-AMERICAN OUTREACH PROGRAM - A Sauk Valley College Mexican-American student has been assigned to the Director of Admissions to work on special recruitment efforts in the Mexican-American community during the summer of 1972. Utilizing home visitations and communicating with various agencies and school personnel, the student has been able to successfully reach a number of families previously missed by the college.

WHITESIDE AREA VOCATIONAL CENTER AND SAUK VALLEY COLLEGE

COMPACT - Student Services staff members met in December with the Guidance Director of the Whiteside Area Vocational Center for the purpose of developing an articulation conference between Sauk Valley College and Whiteside Area Vocational Center staff. This led to a joint meeting which included instructors from both schools as well as counselors and administrators representing all high schools in the Sauk Valley College District. As a result of this conference, a compact attesting to the cooperative intent in developing occupational programs was signed by the Boards of both organizations.

The Student Services staff followed this conference up by meeting with the Junior and Senior guidance classes in all technical-vocational programs at the Whiteside Area Vocational Center during the month of May. These sessions were designed to promote the agreements related to counseling and testing as described in the compact.

COUNSELING AND PSYCHOLOGY 100 - ORIENTATION

Five hundred and seventy-five credit hours were taught by members of the counseling staff in PSY 100 - Orientation during the 1971-72 academic year. PSY 100 - Orientation is a one-credit course in personal growth and development taught by counselors at Sauk Valley College. The PSY 100 course continues to be viewed by the counseling staff as a course in human development. Research related to this course was conducted each semester and results of the research continue to indicate a positive response on the part of student participants. Sauk Valley College was one of the early leaders in Illinois in the development of this approach to Orientation and continues to provide assistance to other junior colleges in their own course development.

REFERRALS TO EXTERNAL AGENCIES - The 1971-72 academic year marked a significant improvement in the coordination and articulation between Sauk Valley College and area referral agencies.

During 1971-72 two joint staff meetings were held with members of the Sinnissippi Mental Health staff. These meetings were designed to facilitate the referral process for Sauk Valley College students to local agencies.

Five staff meetings were held with the Director of the Illinois Division of Vocational Rehabilitation. Purposes of the meetings were to refer ongoing counseling cases regarding Sauk Valley College students under that Division. In addition, numerous individual conferences were held between D. V. R. counselors and Sauk Valley College counselors throughout the year.

The first conferences with Dixon area clinical psychologists were conducted at Sauk Valley College in March, 1972.

Three meetings were conducted with Tri-County Opportunities Council staff members.

Two referrals were also made through the Singer Zone Center in Rockford, Illinois.

SUMMER SCHOOL 1971 - During the summer, 1971, over 1,200 students were seen on an individual basis for the purpose of educational counseling. Effective counseling in the summer correlates directly with the success the college has in attracting and retaining students in the fall. Research in the fall indicated that of all students pre-registered, over 94% of these students followed through, paid fees, and subsequently enrolled for fall courses.

Since its inception, the summer school counseling program has continued to be particularly effective. Its need is evident in terms of the junior college student with unrealistic goals and the large group of students coming from a lower socio-economic background, academic scores, etc. Supportive assistance, offered through counseling in the summer, assists the student in developing a more realistic approach to his educational program.

CAREER PLANNING TESTING - In April of 1972, the Sauk Valley College Counseling Department received word that Sauk Valley College has been designated as one of the National Testing Centers for the Career Planning Profile.

The Career Planning Profile is an evaluative testing instrument which measures abilities, interests, aptitudes, and assists students in vocational and career planning.

A grant proposal has been submitted to the Illinois Junior College Board to assist in the development of a comprehensive career guidance and information center at Sauk Valley College. The establishment of a Center at Sauk Valley College is consistent with the philosophy calling for Sauk Valley College to be a Career Center for the entire community.

In April, 1972, a joint articulation conference with local high school counselors was conducted in conjunction with A. C. T. personnel. High school counselors were guided in the use of the Career Planning Profile and arrangements are being made for future development during 1972 to assist area counselors and high school students in career and vocational testing.

TESTING REPORT - JULY 1, 1971 - JUNE 30, 1972

Number of G. E. D. Tests	161
Number of A. C. T. Tests	980
Number of English Placement Tests	
Reading	491
Missouri	462
English Placement Theme	462
Math Placement Tests	48
Kuder Interest Inventory	36
Strong Vocational Interest	19
Other selected counseling tests (Otis I. Q., Diagnostic Reading, I. B. M. Aptitude, etc.)	31

HUMAN SERVICES CURRICULUM

The core curriculum of the Human Services Program includes twenty-seven Human Services credits to be earned for the Associate in Arts Degree. The Human Services core courses have been assigned to members of the Student Services staff and will be taught by this staff during the 1972-73 academic year.

The core courses in the Human Services Curriculum, which will be taught by Student Services staff are as follows:

HSV 100 - Introduction to Human Services	3 semester hours
HSV 101 - Introduction to Human Relations	3 semester hours
HSV 110 - Human Services Seminar I	1 semester hour
HSV 111 - Human Services Seminar II	1 semester hour
HSV 120 - Introduction to Group Process	3 semester hours
HSV 250 - Human Services Practicum I	5 semester hours
HSV 251 - Human Services Practicum II	5 semester hours
HSV 210 - Human Services Seminar III	1 semester hour
HSV 211 - Human Services Seminar IV	1 semester hour

In addition to the above, the Student Services staff will be responsible for

conducting the second year courses in Teacher Aide and Care and Guidance of Children. These courses include:

CCA 211 - Child Care Practicum I 4 semester hours

TAC 211 - Teacher Aide Practicum I 4 semester hours

SUMMER NEWSPAPER

An all encompassing newspaper designed as a summer edition intended to provide an overview of programs, activities and processes at Sauk Valley College was initiated by the counseling staff of Sauk Valley College during the spring, 1971.

Cooperating with the Director of Public Information, the Student Services staff coordinated the collection of news stories, pictures and other materials. Editing of the stories is currently in the process and arrangements have been made for a distribution of 25,000 copies of a twelve to sixteen page newspaper. It will appear as an insert in both the Dixon Evening Telegraph and the Sterling Daily Gazette approximately the middle of Aug st, 1912.

The newspaper is designed as both an informational and recruitment device and will include a fall schedule of classes. It is anticipated this newspaper will reach 90% of the families in the Sauk Valley College District.

FOLLOW-UP STUDY

The first, comprehensive, five-year follow-up study was developed under the leadership of the Student Services Division during the 1971-72 academic year. A questionnaire was developed, a follow-up committee appointed and a mailing of the questionnaire was accomplished.

At the present time the college has received approximately 60% return from the sampling of students being studied. This return is high as compared with the normal junior college research studies across the nation.

At the present time one member of the counseling staff is working with the Sauk Valley College Computer Center staff analyzing the data and developing the statistical design for eventual tabulation and reporting of the data. It is anticipated the results of this study will be in report form early this fall.

CONCERNS FOR 1972-73

- 1) A very thorough analysis of the extent to which the commitment to the new Human Services Curriculum will influence the basic ongoing programs commonly identified with student personnel services will be necessary. Based on pre-registration totals through the middle of the summer, it would appear that a conservative estimate would reveal the student personnel staff teaching approximately 1,000 credit hours in both the Human Services and PSY 100 courses the first semester. This reflects a new role and emphasis for the Student Services staff and will require careful examination.
- 2) Personnel needs for the Division remain uncertain at this time. The resignation of the Dean of Student Services places an additional burden on existing staff at a time when new responsibilities are being assumed.
- 3) The reduction in length of contracts for all members of the Student Services staff to 11-1/2 months would appear to definitely affect the program in light of increased teaching responsibilities and increased recruitment efforts.
- 4) Continued integration of student personnel services within the framework of curriculum and future curriculum planning should be continued.
- 5) There exists an institutional need for expanded research services. To date, members of the Student Services staff have taken the initiative in developing most of the research that has taken place. The total professional staff should consider some commitment to internal research.
- 6) A single more important source of new student enrollment and future growth of the college resides in the extent to which the college commits itself to adult and continuing education and expanding community service courses. Utilization of not only Student Services staff but all members of the college community is one key area which must be given a high priority for 1972-73.

In summary, it is evident that services related to their individual development are reaching students of all ages, of many abilities and interests, and in a way which enhances their educational progress and will add to their human potential for the long-term future. Caution is advised, however, that valuable aspects of this program should not become dissipated as members of the staff assume vital, new responsibilities.

V.

STUDENTS AND THEIR ACTIVITIES

Student Government - The Associated Students' Board was meaningfully involved in various aspects of the operation of the college during the 1971-72 academic year.

1. Students were included in the Board-of-Trustees-created Blue Ribbon Committee to study the financial situation and recommend budget cuts, and on the Presidential Search Committee.
2. Associated Students' Board and the Faculty Association cohosted a "Meet the Candidates" night before the last election of members to the SVC Board of Trustees.
3. In the spring of 1972, the Associated Students' Board presented a new student Constitution which was ratified by the student body and approved by the Board of Trustees. The basic differences between this student Constitution and the student Constitution of 1967, which it replaces, are the provisions for the direct election of a student President and Executive Board rather than their election by the Associated Students' Board from its membership, and the creation of a student Judicial Board, whose purpose is to interpret the student Constitution.
4. The Associated Students' Board and the Director of Student Activities attempted to strengthen the club program by giving more autonomy and financial authority to clubs through the creation of an inter-club council. Apparently there were too many activities occurring con-currently which involved club leaders. This made the operation of the inter-club council difficult so the council was dissolved and its delegated powers were assumed by the Associated Students' Board.
5. The Associated Students' Board sponsored Pow Wow Day, Club Days, Homecoming, the Christmas Special, and the Easter Extravaganza.

CLUB - Clubs became more active and ambitious in the scope of their activities and the skill of their money-making projects during the past year. Among the events were the Vets' Club presentation of All-Star Wrestling and the Chicago Bears Basketball Game. Other well received events were the lunch sales sponsored by the A. D. N. Club and Nosotros La Gente and Vets' Club, as well as Phi Theta Kappa's sponsorship of Seminar Day and Delta Psi Omega's presentation of "Sneaky Fitch!".

New organizations formed on campus during the 1971-72 school year were Nosotros La Gente, A Mexican-American Cultural Study Club; The Political Action Group, and Lambda Alpha Epsilon, a criminal justice fraternity.

SAUK TALK - Mr. Ronald D. Schafer, Editor of the Sterling Daily Gazette, became Advisory to Sauk Talk resulting in its publication on a regular basis during the entire 1971-72 school year. In addition to regular publication, Sauk Talk sponsored a newspaper workshop for high school students with the hope of this becoming a tradition. The workshop included seminars with area professional journalists and leadership and group dynamic exercises facilitated by Sauk Valley College Student Services staff members.

STUDENT MAGAZINE - The student magazine, Dialectic II, went into its second year of publication and was delivered to the campus in early May. The magazine was favorably received as it had been the previous year.

ATHLETICS - Varsity athletic teams were fielded in Cross Country, Swimming, Basketball, Baseball, Tennis, Golf and Track. Men's intramurals included basketball, volleyball and wrestling. The women's program included basketball, volleyball, baseball and swimming.

SPEECH ACTIVITIES - Speech activities were marked by 206 performances by 35 students in nine speech tournaments and workshops, six of which are characterized by competition by junior and senior and sometimes graduate students. At one of these, the Western Illinois University Tournament, a Sauk student won the first place trophy in extemporaneous speaking.

THEATRE ACTIVITIES - Theatre activities were increased from four to five productions through a faculty production of Fantasticks presented as a benefit for theatre lighting equipment. A total of twenty-five performances were presented. Indications of the success of the 1971-72 theatre season are shown in the following significant events:

1. The scheduled run of You're a Good Man, Charlie Brown was extended by popular demand to two additional performances at the college, and the show was put on the road for benefit performances in Milledgeville and Franklin Grove.
2. The bilingual reader's theatre performance, Dentro de Estas Fronteras, compiled by Jerry Mathis, highlighted Nobel Prize and other outstanding representations of current Latin literature. This production added new dimensions to cultural experience for the community and to performance opportunities for students. The Latin authorship and the unusually-fine quality of the literature attracted attention to cultural accomplishments with which the Mexican-American community could identify and which the American community could respect.
3. Two productions in July represented extensions of the regular theatre program and introduced different kinds of activities. For the second year the local chapter of the drama fraternity, Delta Psi Omega, sponsored a

production which was performed, directed, and produced entirely by students. This play, Thurber Carnival, involving about twelve students, ran for three performances. The income profit of about \$70 will be applied to the fund for theatre lighting.

4. Using the talents of people in the community who had specialized training, a short opera, The Medium, was produced and directed late in July by Nels Anderson, director of drama activities. Although audiences for the three performances were relatively small, the opera was well received and there were considerable comments from many people about this unusual extension of cultural activities in this region.

MUSIC ACTIVITIES - During the 1971-72 period, music activities flourished. The Concert Choir grew from 41 to 60 students. Concerts by the choir increased from 22 to 24. In February the College Community Chorus was organized and by May there were 26 members. These increases indicate that more people (students and non-students) are taking advantage of the opportunity for choral activity. They indicate also that the potential for choral performance and participation has been greatly extended. A sample of this potential was shown in the concert of Carloff's cantata, Carmina Burana at the Sterling Coliseum which was attended by about 500 people.

The Carmina Burana concert was representative of other kinds of extensions of the music program. Accompanying the choral groups were the Sterling High School Woodwind/Brass Ensemble and the Prophetstown High School Percussion Ensemble. This assemblage of these music groups provided an unusual music fete for this community and it shows how the director, Max Guinnup, has been able to recruit, organize and direct musical talent in the Sauk Valley College community.

FILM COMMISSION - During the 1971-72 academic year a Film Commission was created to provide a series of high quality art and foreign films not normally available in commercial theatres or television.

VOLUNTEER PROGRAM - During the Sauk Valley College Volunteer Program's second year on campus it continued to expand its membership and extend its services to the community. The student volunteers served as tutors at Wallace, Washington and Challand schools in Sterling; Coloma School in Rock Falls; and Washington and Truman schools in Dixon.

AREA ARTS COUNCIL - During the past year the Director of Student Activities and several drama students worked with community residents to organize an area-wide Arts Council. This will be helpful to the College by bringing it a step closer to becoming the regional center for the arts. The Arts Council also can assist the College and other community groups in advertising their activities.

STUDENT HANDBOOK - The second Sauk Valley College Student Handbook was published in the fall of 1971.

CONVOCATION AND CULTURAL EVENTS - This program provides for several events of general interest as well as a number of events designed for special interest groups on campus.

October 18	Jose Greco
26	Blake - Folk Trio
27-30	<u>The Visit</u> - Play by SVC Players
November 3 & 4	Karl Herreshoff - Classical Guitarist
3	All-Star Wrestling
16	Roger Brown - Lecture by young Chicago Artist
21	Leadership Conference
27	Homecoming Dance
December 1	Serendipity Singers
7	Burnside & Kaske - Folk Rock Duo
7-12	<u>You're A Good Man Charlie Brown</u> - SVC Players
14	Souled Out Revue - Pop Music Group
19	SVC Concert Choir
February 22 & 23	Warren Kliewer - Dramatic Workshop
March 8	Film: Zazie & The Metro
9	Toby Moffat - Speech by member of Nader's Raders
15-18	The Tavern - Play by SVC Players
14	Ron Colson - Talk on drag racing
21	Ebb Tide - Pop Music Group
22 & 23	Jim Wilson - Speaker on Native Prairie Grasses
April 11	Ron Eckberg - Pop Singer
15	Film: Yojimbo
19 & 20	Ratification of Student Constitution
28	Seminar Day
30	Leadership Conference
May 2	Harold Challand - Speaker on Unit School District, Sterling
3	Illinois Central Community College Jazz Band
10-13	Readers' Theatre Production of <u>Dintro de los Fronteras</u>
15	Bloodmobile
16	SVC Choir Program
17	Prophetstown High School Choir Program
June 2	Student Activities Recognition Banquet
3	Phi Theta Kappa Honors Banquet
29	Film: <u>The Conformist</u>

STUDENT ACTIVITIES BANQUET - The year was concluded with a banquet to honor 50 second-year students for their contributions to the Student Activities Program, and to express gratitude to faculty advisors for the time and effort they expended in working with students in the activities program.

ACADEMIC HONORS - The Academic Honors Reception was sponsored by Phi Theta Kappa to honor fourteen students for academic excellence. The program also included a Phi Theta Kappa initiation ceremony.

SUMMARY

The diversity of activities in which students became involved is a reflection of the multi-faceted interests of those students. They have accepted responsibility for self-government within the college organizational structure, have served as representatives of the college locally and at the State and national levels, have expressed concern for the welfare of others (as well as themselves), and have financed and sponsored a cultural program which would not otherwise exist in the college community. Continued support of that program will result in the permanent erasure of the "cultural wasteland" image applied to the area by early planners of Sauk Valley College.

VI.

THE FINANCIAL PICTURE

Reports from the Dean of Business Services indicate that each of the seven funds maintained by that office show carry-over balances as of July 1, 1972. Table VI details the activity in each of those funds from July 1, 1971 to July 1, 1972.

Of prime interest are the operating funds for the educational program and the building. Expenditures from those funds exceeded income for the second consecutive year. In the Educational Fund the deficit was \$58,646.37 and in the Building Fund \$14,916.57, or a total in excess of \$73,000. Although the deficit was well below that projected in the budget, it is obvious that unless this trend is checked and future budgets brought into balance, existing surpluses will be liquidated within the next two years.

A year ago Operation Cangroe included the following recommendations:

1. Continued pressure on the General Assembly and the Governor to meet previously approved State aid commitments
2. Similar action to replace revenues lost by changes in the personal property tax and to secure a share of the State Income Tax
3. Support of any Federal programs designed to aid the comprehensive community college
4. Another referendum seeking an increased local levy, especially for building operation
5. Increasing tuition (already high relative to other community colleges)
6. The establishment of a "working cash fund" constituting in effect the use of the full borrowing power legally authorized for the college

Action on five of these six recommendations has been achieved at various levels of government. These include:

1. An increase in State aid from \$15.50 to \$16.50 per semester hour for all credit courses and an additional \$2.50 per credit hour for occupational courses other than business.
2. Reimbursement from the State of Illinois for losses in personal property tax revenue.

TABLE VI

Fund Balances - July 1, 1971 to July 1, 1972

	Educational	Building	Bond & Interest	Site & Construction	Working Cash	Restricted Fee Fund	Bookstore
July 1, 1971 Fund Balance	158,303.64	68,772.61	58,645.67	525,632.90	-0-	17,051.18	30,434.10
Income	1,821,656.45	181,415.17	339,261.47	131,436.64	490,762.22	48,824.80	21,307.88
Expense	1,880,302.82	196,331.74	324,196.26	113,190.25	-0-	41,388.78	11,523.54
Net Gain or (Loss)	(58,646.37)	(14,916.57)	15,065.21	18,246.39	490,762.22	7,436.02	9,784.34
July 1, 1972 Fund Balance	<u>99,657.27</u>	<u>53,856.04</u>	<u>73,710.88</u>	<u>543,879.29</u>	<u>490,762.22</u>	<u>24,487.20</u>	<u>40,218.44</u>

3. Federal legislation providing for direct grants to colleges operating funds according to the number of needy students and veterans enrolled.
4. Board of Trustees approval of an increase of \$1.00 per semester hour in tuition.
5. Establishment of a Working Cash Fund of \$490,000 through the sale of bonds authorized by the Board of Trustees

No action was taken to conduct a local tax referendum and State legislation which would have authorized limited tax rate increases without referendum was defeated.

Other legislation calling for required annexation of all uncommitted areas in the State to a community college district by 1973-74 was passed but with an amendment which would still allow a non-annexation decision by back-door referendum. A local result of this legislation was the establishment of a Board committee to stimulate annexation activity in adjourning uncommitted high school districts. Notwithstanding the above, there was an increase in assessed valuation of about 7% due to the quadrennial re-assessment. There also was a sharp increase in charge-back revenue from out-of-district students.

IMPLICATIONS FOR 1972-73

Increases in revenue for the forthcoming year may be anticipated from the following sources:

1. Expanded real estate tax base
2. Increased tuition charges
3. Increased State aid
4. Direct Federal grants
5. Increased enrollment

Charge-back revenue should be maintained at about the same level with no increase anticipated. The same may be true of State reimbursement for personal property tax losses.

Decreases in expenditures will result from the following Board actions:

1. Elimination of several clerical and maintenance positions
2. Retrenchment of professional staff and assumption of additional duties by others
Voluntary reduction to 11-1/2 months pay by certain administrative
4. staff members and by counselors
5. Reduction in the amount budgeted for equipment

An increase in salary cost will be experienced due to increases of approximately 6.11% and this will offset some of the savings noted above. Together with increased costs in other areas, increased salaries will contribute to a potential deficit in the budget for 1972-73. It is to be hoped that budgeted contingencies will once again remain unused, and if this is the case, the deficit will be so reduced.

The Working Cash Fund will not add to expendable funds, but it does provide a ready source for borrowing in times of reduced or delayed cash flow from other sources.

In summary, it now appears that a further reduction in reserves will be made during the forthcoming year. Once again retrenchment in expenditures will have to be considered along with potential new sources of income--perhaps even a tax referendum.

VII.

RECOMMENDATIONS

1. Continued support of all activities necessary to attract increased enrollment
2. A continued development of new courses in areas of expressed need
3. Expansion of community service function and extension of college's influence throughout the district. To facilitate this top priority should be given to the appointment of a full-time director of community services and continuing education
4. Increase staff productivity and hold retrenchment of programs to a minimum
5. Establish new definitions for faculty load
6. Continued support of student services so vital to realization of individual potential for students of all ages
7. Expand cultural program and provide adequate and safe lighting system for Little Theatre
8. Restore staff who assumed voluntary reductions in pay to full annual salaries
9. Continue efforts to achieve a balanced budget and protect existing carry-over balances
10. Re-consider the possibility of a referendum for a modest tax increase

COMMUNITY SERVICE COURSES FOR THE 1971-72 YEAR

1. "Religious Responses to Pressures of the 70's"
January 31 - March 6 Oregon High School

Instructors: Sagmoe/Barber/O'Banion/Foster
Enrollment: 61 Fee per person \$6. 00

Income	\$307. 20
Cost	<u>273. 55</u>
	\$ 33. 65

2. "Stock Market Investing"
March 13 - April 10 Sauk Valley College

Instructor: Duane Paulsen
Enrollment: 30 Fee per person \$5. 00

Income	\$150. 00
Cost	<u>75. 00</u>
	\$ 75. 00

3. "Group Procedure Workshop"
April 4 - April 25 Sauk Valley College

Instructors: Sagmoe/Adams/Meyer/Seguin
Enrollment: 21 Fee per person \$12. 00

Income	\$252. 00
Cost	<u>240. 00</u>
	\$ 12. 00

4. "Reading Workshop for the University Bound Student"
June 12 - July 7 Sauk Valley College

Instructor: Teresa Fennemore
Enrollment: 15 Fee per person \$25. 00

Income	\$375. 00
Cost	<u>337. 00</u>
	\$ 38. 00