

## AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING  
Conference Room, Third Floor, 3L14  
February 25, 1974 7:30 P.M.

- A. Call to order
- B. Roll call
- C. Communication 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. Personnel matters
  - 6. Approval of Cosmetology Program
  - 7. Approval of Highland Agreement
- E. Old Business
  - 1. Tentative Calendar for 1974-75
  - 2. Grievance Hearing - Irvin Parke
  - 3. Board Policy Manual
- F. New Business
  - 1. Request from the Center for Human Development
  - 2. Dates of March Board Meetings
  - 3. Clarification of policy concerning computer usage by outside organizations
- G. President's Report
  - 1. Arbitration Hearing Report
  - 2. Food Boycott Report
  - 3. Students Who Attend Report
  - 4. Answer to Joint Review Committee on Education in Radiologic Technology
- H. Time of next meeting
- I. Adjournment

# MINUTES OF SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

February 25, 1974

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p. m. on February 25, 1974 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Perkins called the meeting to order at 7:35 p. m. and the following members answered roll call:

Ronald Coplan	Peter Gray
Donna Newman	William Reigle
Catherine Perkins	

Absent: Arman Gaulrapp Henry Kobbeman  
Thomas Walter

Secretary Pro-Tem: In the absence of Henry Kobbeman, Mrs. Perkins appointed William Reigle Secretary Pro-Tem.

Minutes: It was moved and seconded that the Board approve the minutes of the February 11 meeting as presented. Motion voted and carried.

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

Bills Payable: It was moved and seconded that the Board approve bills in the following amounts:

Educational Fund	\$159,161.18
Building Fund	8,730.86
Site and Construction	7,647.62

In a roll call vote, all voted aye. Motion carried.

Payroll: It was moved and seconded that the Board approve the January 31 payroll in the amount of \$69,737.03 and the February 15 payroll in the amount of \$69,928.34. In a roll call vote, all voted aye. Motion carried.

Personnel Matters:	The item under personnel matters was deferred to executive session.
Cosmetology Contract:	It was moved and seconded that the Board approve the attached cosmetology contract as amended. In a roll call vote the following was recorded: Ayes Members Coplan, Gray, Reigle and Perkins. Nays-0. Motion carried.
Highland College Agreement:	It was moved and seconded that the Board approve, in principle, the proposal to work out an agreement for out-of-district students with Highland College, or any other interested college. In a roll call vote, all voted aye. Motion carried.
Community Service Policy:	It was moved and seconded that the Board approve the attached policy on community service refunds. The vote on this item to be deferred to the next meeting.
Fund Transfer:	It was moved and seconded that the Board approve an over-expenditure of \$400 in the Athletic budget for the 1973-74 fiscal year to cover the cost of the SVC wrestlers in the national wrestling tournament. In a roll call vote, all voted aye. Motion carried.
Tentative Calendar:	It was moved and seconded that the Board approve the attached tentative calendar as presented. Motion voted and carried.
Board Policy Manual:	Discussion was held on the presentation made by Dr. Davies from Davies-Brickell Associates in regard to developing a board policy manual for Sauk Valley College. It was the consensus of the Board that this would be a very worthwhile system but at the present time the cost would be prohibitive. The Board suggested the administration obtain the information sent to Mr. Walter and start to assemble the materials needed to up-date the present manual.
Center for Human Development:	A request from the Center for Human Development to remove some of the fixtures from the facility they now rent from the college was presented to the Board. The Board also discussed the provision of the lease pertaining to the lessee vacating the premises before the end of the lease.

- Computer Usage: It was moved and seconded that the Sauk Valley College Data Processing Center will offer no outside services that could be categorized as administrative services, i. e. , payroll, scheduling, inventory, etc. The vote on this item was deferred to the next meeting.
- Arbitration Hearing: Dr. Cole reported to the Board that a decision on the Malhotra arbitration hearing would be forthcoming in approximately three weeks.
- President's Report: The Board was presented with reports on the food boycott; the spring semester enrollment (entitled Students Who Attend Sauk Valley College); and the answer to the Joint Review Committee on Education in Radiologic Technology.
- Grievance Hearing: Mrs. Perkins then indicated that a Grievance Hearing would now be held for Irvin Parke.
- Mr. Charles Harper, Chairman of the SVC Faculty Association grievance committee, presented evidence to the Board on behalf of the grievant, Irvin Parke.
- After discussion and questions on Grievance #7 on behalf of Irvin Parke, the Board agreed to take the matter under consideration and return to the Faculty Association with a decision.
- Executive Session: At 9:50 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.
- Regular Session: At 10:00 p. m. it was moved and seconded that the Board return to regular session. In a roll call vote, all voted aye. Motion carried.
- Leave of Absence: It was moved and seconded that the Board approve the administration's recommendation and grant Violet Wright, Assistant Instructor, one week's leave of absence with pay. In a roll call vote the following was recorded: Ayes Members Coplan, Gray, Reigle, Perkins. Nays-0. Motion carried.



Grievance #7:

It was moved and seconded in regard to Grievance #7 submitted by Irvin Parke, that the records show that the Board of Trustees refused to consider the portion of the grievance pertaining to wage increases for the school years 1971-72 and 1972-73 and promotional considerations for the school years 1972-73 and 1973-74, on the grounds that the grievance was not filed within 90 days of the events which gave rise to the grievance. The Board also denied the request for a wage increase for the 1973-74 school year on the grounds that the grievant was given the salary provided for in Article XXII of the contract ratified and agreed upon by the parties. In a roll call vote the following was recorded: Ayes Members Coplan, Gray, Reigle and Perkins. Nays-0. Motion carried.

Adjournment:

Since there was no further business it was moved and seconded that the Board adjourn. In a roll call vote the following was recorded: Ayes Members Coplan, Gray, Reigle and Perkins. Nays-0. Motion carried.

The Board adjourned at 10:05 p. m.

  
\_\_\_\_\_  
William Reigle, Secretary Pro-Tem

AGREEMENT FOR COSMETOLOGY TRAINING BETWEEN  
COMMUNITY COLLEGE DISTRICT NUMBER 506 AND  
THE STERLING SCHOOL OF BEAUTY CULTURE, INC.

THIS AGREEMENT made this 25th day of February, 1974,  
between this BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NUMBER  
506, an Illinois Community College organized and existing under the laws of the  
State of Illinois (hereinafter referred to as the "District"), with its principal  
office located at Route 1, Dixon, Illinois, and THE STERLING SCHOOL OF  
BEAUTY CULTURE, INC., an Illinois corporation, which is presently located  
at 211 East Third Street, Sterling, Illinois, (hereinafter referred to as the  
"Beauty School").

WHEREAS, the District wishes to provide cosmetology training for those  
of its students desiring it, and the Beauty School is licensed by the Illinois  
Department of Registration and Education to furnish instruction and clinical  
training to students in cosmetology and is willing to furnish such instruction  
and clinical training to students of the District enrolled with the Beauty School  
for the program on a contracted basis for a set fee per student as hereinafter provided.

NOW, THEREFORE, in consideration of the mutual promises of the parties,  
each bargained for and given in exchange for the other, it is hereby mutually  
agreed as follows:

1. STUDENT ENROLLMENT. The District may enroll with the Beauty  
School students who meet R & E requirements and admission standards of the  
District for instruction and clinical training in cosmetology as set forth herein,

the exact number of students not to exceed 90 for any particular school term. The final date for enrollment for any particular term shall be determined by the Beauty School.

2. INSTRUCTION, RECORDS, ETC. The Beauty School shall provide the necessary instructors who shall be employees of said School and under its complete control and jurisdiction. Said instructors shall not be considered as members of the faculty of Sauk Valley College and shall not be entitled to membership in the Sauk Valley College Faculty Association. The Beauty School shall be solely responsible for all Workmen's Compensation Insurance, Unemployment Insurance, and payrolls of persons it hires or uses for instruction of the courses provided for herein. The Beauty School will provide instruction and clinical training to students as prescribed by the Department of Registration and Education of the State of Illinois, the District, and the Illinois Community College Board. The Beauty School shall maintain records of attendance, grades and hours of instruction. The Beauty School shall submit to the District Registrar at the conclusion of each course, evaluation reports of each student by grade. Representatives of the District may make periodic calls at the Beauty School for the purpose of observing and assessing the progress of the students and the evaluation of the instructional process.

3. COURSES AND FEES: The courses to be offered by the Beauty School shall be designated Cosmetology 101, 102, 103, and 104, the content of which courses shall consist of the items contained in the descriptions thereof attached hereto and made a part hereof by reference. The District shall collect tuition and pay the Beauty School the following fee for each student enrolled at the mid point in the following courses:

COURSE NAMEAMOUNT OF FEE

Cosmetology 101*	\$ 176.67
Cosmetology 102	88.33
Cosmetology 103	265.00
Cosmetology 104	265.00

The student will be enrolled in only one (1) course at any period of time.

\*The fee for this course includes special supplies, materials and reference books needed by the student to begin the study of cosmetology.

4. PAYMENT SCHEDULE. The District agrees to pay the Beauty School the amount specified in accordance with the foregoing schedule per student per course contingent upon the student's good standing and attendance (student must be in attendance) at the established mid-term date based upon the course starting date as determined by the academic calendar of the Beauty School. Said calendar, not that of the District, shall prevail with reference to the determination of the mid-term date. The invoice shall include the student's name, social security number, starting date and ending date of the course, together with the amount due.

5. CLASSES AND HOURS. The Beauty School is located at 211 East Third Street, Sterling, Illinois. The hours of classes shall be 8:30 A.M. to 5:00 P.M., Tuesday through Friday, 8:00 A.M. to 4:30 P.M. Saturday, except legal holidays. The academic calendar of the Beauty School will be in effect, not the calendar of the District.

6. REGISTRATION AND QUALIFICATION OF STUDENTS. Each student and his/her parent or guardian, if he/she is a minor, shall execute and file a Registration and Matriculation Application with the Beauty School before the beginning date of class for submission to the Department of Registration and Education of the State of Illinois. The form of Registration and Matriculation

Application shall be prescribed by the School and shall show or be accompanied by the following requirements of the Illinois Beauty Culture Act and the Rules and Regulations for the Administration of the Illinois Beauty Culture Act of the Department of Registration and Education before a student may be permitted to attend or participate in cosmetology training.

- (a) Proof that the student is a graduate of at least the eighth grade or equivalent, a marriage record if female, a divorce decree if divorced.
- (b) That the student is a citizen or has filed a Declaration of Intent (as defined in the Beauty Culture Act of 1967, Section 5, Par. f).
- (c) An executed form of the modified Registration contract delivered to the Beauty School.

Students shall also be required to complete registration with the District in accordance with its rules and regulations.

7. RESPONSIBILITIES OF STUDENTS. In addition to any and all other duties as set forth herein and as required by the rules, regulations and policies of the District, each student shall purchase at his or her own expense and perform the following:

- (a) Supply his or her own white professional uniforms and shoes and transportation to and from the Beauty School and any other supplies and expenses needed.
- (b) Adhere to the rules and regulations of the Beauty School which are attached hereto and made a part hereof by reference, it being understood that the Beauty School shall not be responsible for any acts of the students while not in attendance at the school.

8. PRIVILEGES OF BEAUTY SCHOOL. As an independent contractor, it is understood and agreed that the Beauty School, in cooperation with the District,

shall have the right to drop or expel any student who, in the opinion of the Beauty School, is not meeting its academic standards or is not adhering to the rules and regulations of the Beauty School. The Beauty School agrees to forward to the District and the respective student, a written notice seven (7) days in advance of the dismissal date containing, but not limited to, the reason for disconnection or dismissal and the date it is to be effective. (Any tuition refunds to students shall be in accordance with the prevailing District policy).

It is understood that the District is a public institution and the Beauty School agrees to indemnify and hold harmless the said District, its Board of Trustees and employees from any loss or damage, and any attorneys fees, court costs, and expenses incurred as a result of any claim of wrongful dismissal or any claim of deprivation of any instructional or legal right, regardless of whether such claims are groundless in fact.

In the event the Beauty School closes or ceases doing business for any reason whatsoever, it shall refund fees to the District, on a pro rata basis, based upon the actual hours of instruction given the students. The Beauty School further agrees to indemnify and hold the District, its Board of Trustees and Staff harmless from any and all expense, claim or loss, including reasonable attorneys' fees, which may result from said closing or cessation of business.

9. PRIVI LEGES OF DISTRICT AND STUDENTS. The District for an individual student or any individual student shall have the right to withdraw from or cancel the cosmetology instruction and clinical training afforded by the Beauty School by forwarding to said School a written notice containing, but not limited to, the reason for the discontinuance or disconnection and the date

it is to be effective. In the event of withdrawal or cancellation, the student shall be entitled to a tuition refund in accordance with the then current policy of the District as stated in the District catalog.

Should the District cancel its program in cosmetology or not enroll new students, students enrolled in the program will be allowed to finish their education through continued enrollment in the remaining courses at the Beauty School upon payment of the Beauty School's required fees. Time for completion of this sequence cannot exceed three calendar years from the date of enrollment in the first course.

10. NO REFUNDS FOR SUPPLIES. There shall be no refunds or any credits given by the Beauty School and/or the District for "School Kits" or any other equipment or supplies purchased by the student or District under any circumstances.

11. LIABILITY INSURANCE, ETC. Beauty School shall, during the duration of this agreement, maintain in comprehensive general liability insurance in companies suitable to and approved by District and naming District as an additional insured, protecting District from any loss, claim or demand which may arise in any manner from the conduct of instruction as provided for herein, including without limitation, any and all liability to third persons, students, agents or servants of Beauty School for personal injury or property damages. It is understood and agreed that Beauty School shall not be required to insure nor be responsible for any claims or occurrences which may arise off the premises and surrounds of Beauty School, or out of operation of a motor vehicle by any student for the purpose of attending instruction at Beauty School.

Limits of liability under such policy shall be as follows:

\$ 100,000 for individual;

300,000 per accident;

5,000 property damage; and excess liability of

1,000,000.

12. NOTICES AND DEMANDS. All notices and demands herein shall be in writing. The mailing of notices or any other instrument shall be sufficiently served hereunder if duly sent by registered or certified mail (return receipt requested), addressed to the respective addresses as stated above, subject to the right of any party to designate by notice in writing a new address to which notice must be sent.

13. AMENDMENTS. This agreement may from time to time be altered, amended or cancelled in whole or in part, subject, however, to the express condition precedent that such alteration, amendment or cancellation shall be in writing and signed by the parties; and the same shall not be invalid because of the lack of consideration, but shall have the same force and effect as though originally embodied herein.

14. PRIOR AGREEMENTS, ETC. This agreement supersedes and takes the place of any and all prior agreements, representations and negotiations, and said prior agreements, representations and negotiations are hereby released and terminated.

15. CAPTIONS. The captions at the beginning of each paragraph shall not be construed to limit or restrict the language contained therein; it being the intention of the parties that said captions are employed simply as a convenient index.



16. BENEFIT. This agreement shall be binding upon and shall inure to the benefit of the parties, their successors and assigns. No assignment by the Beauty School shall be made without the prior written agreement of the District.

17. DURATION OF AGREEMENT. This contract between the District and the Beauty School shall be continuous from this date. Both the District and the Beauty School shall, however, have the right to terminate this contract upon giving written notice to the other at least ninety (90) days before the date upon which either District or Beauty School desires to terminate this contract.

Notwithstanding the foregoing, in case of termination as above stated, the Beauty School shall continue its obligation to those students already enrolled, until those students have completed their training and are qualified to take state examination. The District will pay the Beauty School for such students as hereinbefore provided.

18. ENTIRE AGREEMENT. This agreement contains all of the terms, covenants, and conditions between the parties and no modifications, additions, waivers or alterations shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

This entire agreement shall be subject to the approval of the District's program in Cosmetology by the Illinois Community College Board, the Illinois Board of Vocational Education and Rehabilitation, the Illinois Board of Higher Education and the Illinois Department of Registration and Education and Beauty School shall at all times comply with applicable law, statutes and regulations of the Illinois Department of Registration and Education.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals  
the day and year first above written.

THE STERLING SCHOOL OF BEAUTY  
CULTURE, INC., AN ILLINOIS  
CORPORATION

BY *Ueda Kamei*  
President

ATTEST:

*Heidi Kamei*  
Secretary

(SEAL)

BOARD OF TRUSTEES OF COMMUNITY  
COLLEGE DISTRICT NUMBER 506

BY *Catherine R. Perkins*  
President

ATTEST:

*Henry J. Lobbeman*  
Secretary

(SEAL)

SAUK VALLEY COLLEGEOFFICIAL CALENDARFALL SEMESTER 1974

(CORRECTED COPY - APRIL 1, 1974)

Early Registration	Begins Monday - July 8, 1974
Regular Registration	Thursday - August 22, 1974 9:00 a.m. - 5:00 p.m. 6:30 p.m. - 8:30 p.m.
All Classes Begin	Monday - August 26
Late Registration	Monday, August 26 - Friday, September 6
Last Day for Late Registration & Course Changes Without instructor's signature	Friday, August 30
Late Registration With instructor's signature only	Tuesday - Friday, September 3-6
Last Day for Course Changes With instructor's signature only	Friday, September 6
Labor Day - No Classes (Offices Closed)	Monday, September 2
Pow Wow Day (Classes dismissed at 12 noon Evening classes will meet)	Wednesday, September 18
Columbus Day - No Classes (Offices Closed)	Monday, October 14
Constitution Examination	Thursday, October 12
Mid-Semester Date	Friday, October 18
A C T Test Day	Saturday, October 19
Veterans Day - No Classes (Offices Closed)	Monday, November 11
Thanksgiving Vacation Begins	Wednesday, November 27 10:00 p.m.
College Offices Closed	Thursday, Friday - November 28-29
All Classes Resume	Monday, December 2
A C T Test Date	Saturday, December 14
Final Examinations	Monday - Thursday, December 16-19
Final Grades Due in Registrar's Office	Friday, December 20, 4:00 p.m.
College Offices Closed	Tuesday & Wednesday December 24 & 25
College Offices Closed	Tuesday & Wednesday December 31 & January 1

SAUK VALLEY COLLEGEOFFICIAL CALENDARSPRING SEMESTER 1975

Early Registration	Begins Monday, November 25, 1975
Regular Registration	Thursday, January 9 9:00 a.m. - 5:00 p.m. 6:30 p.m. - 8:30 p.m.
All Classes Begin	Monday, January 13
Late Registration Without instructor's signature	January 13 - 17
Last Day for Course Change Without instructor's signature	Friday, January 17
Late Registration With instructor's signature only	Monday - Friday, January 20-24
Last Day for Course Change With instructor's signature only	Friday, January 24
Lincoln's Birthday - No Classes (College Offices Closed)	Wednesday, February 12
Washington's Birthday - No Classes (College Offices Closed)	Monday, February 17
A C T Test Date	Saturday, February 22
Mid-Semester Date	Friday, March 14
Constitution Examination	Thursday, March 13
Spring Vacation Begins	Friday, March 21, 5:00 p.m.
Good Friday - No Classes (College Offices Closed)	Friday, March 28
All Classes Resume	Monday, March 31
Constitution Examination	Thursday, April 17
A C T Test Date	Saturday, April 26
Final Examinations	Monday - Thursday, May 12 - 15
All Grades Due in Registrar's Office	Friday, May 16, 4:00 p.m.
Commencement	Sunday, May 18
Memorial Day (College Offices Closed)	Friday, May 30

SAUK VALLEY COLLEGE

OFFICIAL CALENDAR

SUMMER SESSION 1975

Registration	Thursday, June 5, 1975 9:00 a.m. - 5:00 p.m. 6:30 p.m. - 8:30 p.m.
All Classes Begin	Monday, June 9
Last Day of Late Registration	Friday, June 13
Mid-Term	Thursday, July 3
Independence Day - No Classes (College Offices Closed)	Friday, July 4
Final Examinations	Wednesday - Thursday, August 6 - 7
All Grades Due in Registrar's Office	Friday, August 8, 4:00 p.m.

February 25, 1974

MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole  
President

RE: AGENDA ITEM #F-1 - REQUEST FROM THE CENTER FOR HUMAN DEVELOPMENT

During the past year the Whiteside Association of the Retarded, Inc. underwent rapid growth and some changes in operating philosophy. There is also a distinct possibility that this Association will be merged with the Self-Help Enterprises.

Mr. Raymond has been utilizing considerably more space and has been taking on some work contracts. He informed me a few weeks ago that he has outgrown our facilities and was seeking another location.

I would recommend that we permit him to terminate his lease without penalty and that we explore with him at a later date some of the items suggested in his letter and commented on by Mr. Edison.

GEC/bg  
Enc.

February 25, 1974

To: President Cole

From: Bob Edison 

In reference to the lease between the college and the Whiteside Association of the Retarded, Inc., I would like to indicate the conditions of the lease are as follows:

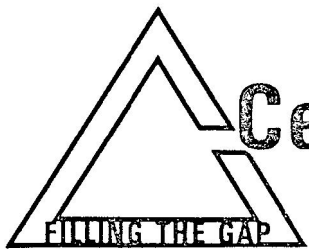
1. The lease was for three years beginning May 1, 1972 and ending April 30, 1975.
2. The building was accepted early and also formally occupied effective March 15, 1972. Rental conditions were based on reduction for improvements valued at \$5,500 plus 5% on this amount to be amortized over the life of the lease. Negotiated calculations resulted in reductions of \$164.84 per month for these improvements.

Rental was to be \$1.35 per square foot, including utilities, and would have resulted in a monthly rental of \$432.00. The reduction of \$164.84 per month resulted in the collection of \$267.16 per month.

I do not feel competent to place a value on some of these improvements made on the building at this time and therefore would not want to suggest a value for their removal. I feel this decision should be based on the anticipated utilization of this building with consideration of:

- a. not permitting plumbing or sewage destruction of any kind and,
- b. some kind of investigation relative to how much and what will be destroyed if items such as cabinets and counters are removed at this time.

The terms of the lease provide for the college termination with six months written notice and with the obligation that unamortized improvements be paid the lessee. I find no provision for the lessee being able to vacate the premises without paying rental to the termination of the lease. I would suggest that this be checked with Mr. Castendyck and if I am correct, that the Board at least give approval for the termination, without the decision as to the removal, and/or the value of improvements.



# Center for Human Development

Sponsored by

WHITESIDE COUNTY ASSOCIATION FOR THE RETARDED

Sterling-Dixon Freeway

P.O. Box 602

- Sterling, Illinois 61081

Phone: 815/284-7678

February 20, 1974

Dr. George Cole  
Sauk Valley College  
Dixon, Illinois 61021

Dear Dr. Cole,

As you are aware, our association will be moving shortly into larger quarters. The building which will house our programs is the Maxmors building in Sterling. At the present time this building is not sub-divided and so it will be necessary to do quite extensive remodeling.

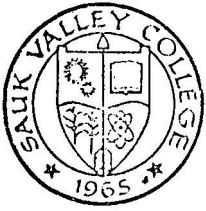
I am wondering if it would be possible to purchase some of the fixtures which are in the building we now occupy. These items would consist of the kitchen counters and cabinets, day care sinks, and toilet fixtures.

Any cooperation that you could give me in this matter would be greatly appreciated.

Sincerely Yours,

*Michael J. Raymond*  
Michael J. Raymond  
Executive Director





# SAUK VALLEY COLLEGE

---

RIVER CAMPUS, R R 1, DIXON, ILLINOIS 61021

TELEPHONE: (815) 288-5511

February 27, 1974

Mr. David Zindel, President  
Sauk Valley College Faculty Association  
Sauk Valley College  
Rural Route #1  
Dixon, Illinois 61021

Dear Dave:

In regard to Grievance #7 submitted by Irvin Parke, I have been asked to notify you that the Board refused to consider the portion of the grievance pertaining to wage increases for the school years 1971-72 and 1972-73, as well as promotional considerations for the school years 1972-73 and 1973-74, on the grounds that the grievance was not filed within 90 days of the events which gave rise to the grievance.

The Board also denied that part of the grievance pertaining to a wage increase for the 1973-74 school year on the grounds that the grievant was given the salary provided for in Article XXII of the contract ratified and agreed upon by the parties.

Very truly yours,

William Reigle, Vice Chairman  
Board of Trustees District 506

WR/mv

cc: Irvin Parke  
Charles Harper  
President Cole  
Catherine Perkins

MEMORANDUM

#1  
DATE August 29, 1972

Irv Parke

Dean Osborn

In answer to your memo of August 16, 1972, requesting promotion, and considering the new contractual agreement, article IX-B "Minimum Requirements (in your case) outstanding prior achievement may be equated to degree requirements and/or professional experience".

In order to proceed, please provide me with your working experience and all schools, seminars, workshops -- and, also-- working experience schools, seminars, workshops since your employment at Sauk Valley College.

Include all courses you have taught prior to and since employment at Sauk Valley College.

I will proceed with this evaluation as soon as this material is available.

lm

cc: E. Rice

#2

MEMORANDUM

DATE September 26, 1972

TO: Irv Parke

FROM: Dean Osborn

I have evaluated your total experience package including training and work prior to 1968 when you were employed as a faculty member at Sauk Valley College.

Based on the items submitted, I recognize and approve ten (10) years of professional service (1948 to 1968).

<u>Educational Training</u>	<u>Contact Hours</u>
Allied Service School	400
United States Army	1660
Doctor of Motor Clinic	60
Ford and GM New Products School	40
Workshops (three)	188
Ford Technical Training	84
Total	2432

Since 1968 I recognize and approve four (4) years of professional experience (1968 to 1972).

	<u>Contact Hours</u>
Educational training for a total of	328

Using a formula of sixteen (16) contact hours equivalent to one (1) credit hour, you have approximately 172 equivalency credits. Minimum requirement for instructor is 150 semester hours of College credit, so providing acceptance of this equivalency credit by both Faculty Association and Sauk Valley College Board of Trustees, I would then officially recommend promotion on the 10th step - Instructor, for the year 1973-74.

lm

cc: E. Rice

DATE 10-15-73

# 3

## ORANDUM

Dean Rice

At: Irvin L. Parke

E: Request for Promotion to Higher Rank Based on Criteria Established by the Board of Trustees in the Current Contractual Agreement with the Sauk Valley College Faculty Association, 1973-1974.

Under Article IX Section A of contract, promotion is based on six areas of definition:

1. Mastery of Subject Matter

I have schooled, worked in, supervised and taught all phrases of my assigned classes for a period of twenty-five years. Recently, I successfully completed twelve hours of comprehensive testing given to journeyman mechanics, nationwide, to determine their overall professional qualifications. (Sept. credentials were re-evaluated by Dean of Instruction, See enclosed etc.)

2. Demonstrated Teaching Capability

I have consistently been recommended for extra increments in my teaching evaluation report. My teaching experience has been long and varied. I have taught Military courses, including automotive areas for more than ten years. I have taught automotive classes for nine years. I also teach Machine Shop, Machine Processes and farm Power. I have developed our current degree program, utilizing innovative teaching methods, new audio-visual presentations and hands-on teaching aids. Our use of school owned cars as training units has also been invaluable. This idea has just recently been discovered and written up in a national vocational education report as the way to teach automotive technology. We have been so equipped for more than four years now.

3. Interest in Students as Individuals

I regard my students as the most important part of our teaching responsibility. I respect them first, as individuals who are working and going to school to take a responsible place in our technical world, and secondly, as personal friends who deserve every effort, help and assistance that I am capable of giving them.

4. Understanding of the Comprehensive Community College Program.

I have read and studied every publication available to me on the philosophy, need, and development of the community college. I have supported this movement from its earliest beginnings.

DATE

MEMORANDUM

TO:

FROM:

Page two

**5. Potential for Continuing Professional Growth**

I am now and have been for the last seven years, a member of the continuing certified training program for technicians as sponsored by the Ford Motor Co., G.M., Training sessions and Chrysler Technical Schools. I am a senior "Doctor of Motors" award holder. This allows me to attend the workshops and clinics sponsored by Dana Corp. and other allied industries. I also am employed summers in a work experience program with Ford Motors. This was my fifth year of summer participation. Last year I completed four hours of College credits in continuing education.

**6. Meritorious Service**

Six years ago when I first was employed in the Industrial Technical Department, we did not have much more than a classroom, some tools and test equipment, and an incomplete degree program. We now have a very complete A.A.S. offering plus a certificate course which was added to our program at my suggestion. This course of study has helped our enrollment level, and made our offerings much more flexible.

Also we now teach the Farm Power courses in our department. Dr. Rice and myself set this up three years ago, helping the Ag program and the Ind-Tech Department as well.

I have procured at no cost to the college, donations of equipment from industry and industrial schools totaling more than \$25,000. Included in this list are major items such as:

a new 1972 Chevrolet Impala sedan. We were the first school in this area to receive a complete automobile from GM. We were able to do this because of my personal friendships and contacts with people in places of responsibility within the industry. We also have received a complete Ford Diesel Tractor for our Farm Power class, again through efforts on my part and industry contacts. We also have secured lab engines, transmissions, etc. from the different industrial training schools, again thru personal friendships.

I have on my own time and expense, built up a library of late model parts and equipment used by the students in "Hands on" training sessions. This collection of teaching aids is worth several thousands dollars. I also have brought to Sauk Valley College my personal reference library for use by the students. This library numbers several hundred books in size, and is valued at fifteen hundred dollars.

DATE

## MEMORANDUM

DM:

Page three

I also have brought to Sauk Valley College my audio-visual teaching aids library, procured and developed by myself in military teaching. This has been invaluable to us. I have also procured considerable industry, A.V. materials for our use, again at no cost to the school.

I have designed and fabricated many special tools and equipment for class usage. Tools and fixtures worth several thousand dollars. I also designed and constructed at minimal cost to the college, engine work and test stands, saving the school approximately \$4,500.00 as compared to similar commercial units.

Working with Chrysler Corp., and a local dealership, we now have a student "Master Achievement Award" that is presented to our top sophomore automotive student. A very valuable and commendable presentation.

I also set up the Perfect Circle Ring Corp. School Assistance "Doctor of Motors" awards. This industrial certificate award has been sought after by every sophomore student for the last three years.

We also have our own department placement and referral service, through which we have placed most of our graduate students in area industries.

I also teach classes for the Lee County 4-H program and for the Co-op extension service of the United States Department of Agriculture. I use these opportunities to sell Sauk Valley College programs to our area youth. I do this with no reimbursement.

I was selected last year and also this Fall to teach a specialized Automobile Emission Clinic for area mechanics; the Office of Illinois Vocational and Technical Education sponsors this clinic. Response to this school was so good we had to offer it a second time, having nearly one hundred people in attendance.

DATE

MEMORANDUM

TO:

FROM:

Page Four

I feel my contacts with local industry and the major automotive manufacturers are now and have been invaluable to our program. Through these people, most of whom are personal friends, we have been able to keep our courses supplied with up-to-date information, parts, reference materials and access to industry schools. By knowing a majority of the area mechanics, I was able to set up a series of night course offerings for working mechanics. Most of whom stayed with us through three semesters of class work!

In the fall of 1972, Dean Osborn reevaluated my schooling and experience, arriving at approximately one hundred seventy two equivalency credits. I have since that time completed four hours of college credit work plus three workshops and twelve courses of study. In reviewing some other Vo-tech school non-degreed staff accreditations, I would qualify well up in the Assoc. Professor category at most of these.

I feel that I am as educated, experienced, dedicated, and involved as I can be at this time and place. I have been continually studying to improve and update myself in teaching expertise and related material. This covers three major areas of teaching; Automotive, Machine Shop, and Manufacturing, and Farm Power Mechanics.

In both 1971 and 1972 my annual evaluation recommendation was for retention with extra increments: this two year approval was evidently the result of meritorious service, superior performance or possibly both. However, due to circumstances over which I have no control, I was not only denied the extra increments but was also denied the annual percentage increases granted to the entire staff! A just reward for dedication, hard work, and excellent performance. This school year I am again in the same position. I have been denied the salary increase. With nearly twelve years of Vocational Technical teaching, twenty some years of professional experience, and schooling which totals near to one hundred eighty equivalency hours, I find myself but a few hundred dollars higher on the pay scale than the lowest paid, first year teaching non-degreed, Ind. Tech staff member!

DATE

MEMORANDUM

TO:

Page Five

FROM:

In submitting this request for promotional consideration, I feel that my qualifications and past service to the school plus my loss of negotiated salary increases should entitle me to step seven of the Assistant Professor column on our current pay scale. I am returning my contract for the 1973-1974 school year for your further consideration.

Respectfully yours,



Irvin L. Parke

Dept. Chairman

Industrial-Technical Division

em



#4

# SAUK VALLEY COLLEGE

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

OFFICE OF THE PRESIDENT

October 15, 1973

Mr. Irvin Parke  
Sauk Valley College  
Dixon, Illinois

Subject: Confirmation of Reappointment

I am pleased to confirm your reappointment to the staff of Sauk Valley College. This reappointment is made in accordance with terms of the Contractual Agreement between the Faculty Association and the Board of Trustees for the fiscal year 1973-74. Copies of that Agreement are available in the Business Office at your request. Your reappointment is at the rank and salary listed below:

<u>RANK</u>	<u>SALARY</u>
Assistant Instructor	\$10,975

Teaching Load: Your teaching assignment will be determined in accordance with the Contractual Agreement between the Faculty Association and the Board of Trustees for the fiscal year 1973-74. (Article VI, Section B)

Term of Appointment: The effective date of this Reappointment is August 27, 1973, and your responsibilities will be completed by participation in Commencement on Sunday, May 19, 1973, and with the completion of all assignments and the submission of required reports to your appropriate dean.

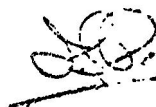
To indicate your acceptance, please sign the enclosed copy and return it to me within ten days of the above date.

  
George E. Cole  
President

bg

I hereby accept the offer described above: *This is signed pending the outcome of grievance proceedings filed by myself with the I.E.A. legal staff. I am confirming it under protest.*  
11-3-73      Irvin L. Parke  
Date      Signature

#5



BOARD PROPOSAL  
8/28/73

SALARY

Average increase of 7% including increment.

WORKLOAD

Workload for the full-time teaching staff for the 1973 - 1974 academic year shall be assigned by the appropriate Dean in accordance with the needs of the college as determined after discussion with concerned individual faculty members and respective departments.

Workloads up to 32 credit hours without overload compensation be assigned for the academic year. Credit hours for workload will be determined allowing 1 credit hour for each lecture hour and .75 credit hour for each laboratory hour.

Faculty teaching in programs which by their nature, and/or due to facilities available for the educational process, are low enrollment classes may carry loads as follows:

- a. Industrial and Technical - maximum without overload of 40 credit hours per academic year.
- b. Medical laboratory - maximum without overload of 40 credit hours per academic year.

Those faculty who have special duties or responsibilities within the college assigned by their respective Deans may be given released time from their workload.

Faculty members shall maintain at least 5 office hours per week per semester.

Overload will be determined on the basis of the assignment for the academic year, i.e., the fall semester plus the spring semester. Any faculty member may have the option of accepting or refusing an overload of more than 1 credit hour. A written agreement stating the conditions of the overload must be presented to the individual faculty member prior to the start of the overload period.

- a. Workload for full-time faculty (other than full-time teaching staff) eligible for membership in the SVC Faculty Association shall be 37 hours per week.
- b. Instructional duties for these individuals shall be assigned on the basis of 6 hours released time for a 3 semester credit hour course taught, or paid overload compensation at the option of the appropriate dean.

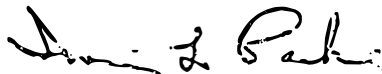
November 20, 1973

Dr. George E. Cole, President  
Sauk Valley College

Dr. Cole:

In my past meetings with you in which we discussed the reasons why I could not be considered for promotion, I had requested a written response from you concerning this rationale. As yet I have not received this communication. Realizing the great demands upon your time evidently have prolonged this reply. I would like to again request your action on this matter, for both the 1972-1973 school year and also this current 1973-1974 period.

Sincerely,



Irvin L. Parke, Department Chairman  
Ind-Technical

ILP/mf

cc/ E. Rice, Dean of Occupational

#7



# SAUK VALLEY COLLEGE

## FACULTY ASSOCIATION

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

GRIEVANCE #

Date November 20, 1973

ARTICLE VIOLATED, MISINTERPRETED, OR MISAPPLIED:

II A3, IX A, XIII A, XIII B, XIII C, XXII A, XXII B

### STATEMENT OF GRIEVANCE:

1. Denial of the negotiated percentage wage increases for the school years 1971-1972, 1972-1973, 1973-1974. The withholding of which would indicate a type of discrimination towards the grievant.
2. Refusal of promotional consideration for the 1972-1973 school year and for this 1973-1974 period. A refusal which has never been clearly or positively communicated; with denial reasoning, to the grievant.

### RELIEF SOUGHT:

1. Return of all wages withheld during the previous listed periods, plus interest on this back pay at the rate of eight (8) percent per annum.
2. A reappraisal of both educational proficiency and teaching capabilities, as well as meritorious service and outstanding prior achievement with consideration based on this evaluation to be used for a fair placement on the salary schedule.

Grievance Committee Chairman Charles Harper

Association President Paul F. 3 4

Supervisor E. L. Rice

President of SVC \_\_\_\_\_

Board of Trustees \_\_\_\_\_

Arbitrator \_\_\_\_\_

# SAUK VALLEY COLLEGE

#8

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 30, 1973

## MEMORANDUM

TO: Irvin L. Parke, Department Chairman  
Industrial-Technical Division

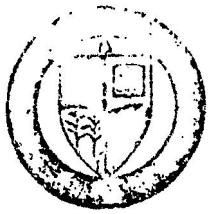
FROM: Dr. George E. Cole  
President

I received your letter of November 20, 1973, and I felt that our meeting with Dean Rice on October 26, 1973, explained our position quite clearly.

I feel that your grievance filed with Dean Rice on November 27, 1973, makes it most appropriate for me to respond to your November 20th letter through the normal grievance procedure.

c.c. Dean Elmer Rice  
Mrs. Catherine Perkins  
Robert Castendyck  
David Zindel  
Charles Harper

bg



## SAUK VALLEY COLLEGE

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

December 19, 1973

To: David Zindel  
President, SVCFA

From: Dean Rice *ER*

Re: My response to the grievance filed by the Association  
on behalf of Irvin Parke

1. It is my understanding that he has been paid according to the negotiated contract for the school years 1971-72, 1972-73, and 1973-74.
2. I interpret Dean Osborn's recommendation for promotion to be based on the acceptance of equivalency credit by both Faculty Association and Sauk Valley College Board of Trustees. There does not appear to have been any such acceptance. There are no provisions for retro-active promotions.

lm

cc: Irvin Parke  
Charles Harper, Chairman- Grievance Committee

# VALLEY COLLEGE

#10

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 17, 1974

## MEMORANDUM

TO: David L. Zindel, President  
Sauk Valley College Faculty Association

FROM: Dr. George E. Cole, President

RE: GRIEVANCE #7 - IRVIN PARKE

It is the contention of the grievant that he was denied:

"The negotiated percentage wage increases for the school years 1971-72, 1972-73, 1973-74. The withholding of which would indicate a type of discrimination towards the grievant."

A review of his records indicate that for each of the above cited years he was given the salary amount commensurate with his placement on the negotiated salary schedule. In the 1970-71 school year he was given a large increase of \$1,400.00, which placed him above the negotiated pay scale. For obvious collective bargaining reasons this practice was not continued through the 1971-72, 1972-73 and 1973-74 school years.

The grievant also cites as a contract violation the:

"Refusal of promotional consideration for the 1972-73 school year and for this 1973-74 period. A refusal which has never been clearly or positively communicated, with denial reasoning, to the grievant."

Although Mr. Parke's status was revised by Dean Osborn in the Fall of 1972, he did not make a recommendation to the President that Mr. Parke be promoted. Mr. Parke has a copy of this review and there is a copy in his personnel folder (see attachment). It was the opinion of the Dean of Instruction that Mr. Parke did not meet the minimum requirements for promotion to Instructor, as set forth in Article IX, Section B. Following this discussion, however, it was decided that individuals could be promoted under the guidelines spelled out in Article IX, Section A. On the basis of Section A, Mr. Parke has been recommended for promotion for the 1974-75 academic year and this recommendation will be made to the Sauk Valley College Board of Trustees at the appropriate time.

It is the opinion of the President that the contract has not been violated and therefore the grievance is denied.

GEC/bg

c.c. Robert Castendyck  
Mrs. Catherine Perkins  
Irvin Parke  
Charles Harper  
Dean Elmer Rice

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

*Red Exp #1*  
DIXON, ILLINOIS 61021

DATE February 25, 1974

## MEMORANDUM

TO: Dr. Cole

FROM: Bob Edison *BE*

In accordance with your instructions I am submitting herewith the following data for Mr. Irvin Parke:

Year	Contract Amount	Top of Asst. Instructor Schedule	Actual Earnings Record
1968-69	\$ 7,400.00	7,700.00	7,400.00
1969-70	8,600.00	8,000.00	9,200.00 Includes \$600 extra
1970-71	10,000.00	8,500.00	10,000.00
1971-72	10,300.00	9,100.00	10,337.50
1972-73	10,625.00	10,625.00	10,625.00
1973-74	10,975.00	10,975.00	

RE/mv





# SAUK VALLEY COLLEGE

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

OFFICE OF THE PRESIDENT

February 1, 1973

Mr. Irvin Parke  
Sauk Valley College  
Dixon, Illinois

Subject: Annual Review

Dear Mr. Parke:

The annual review of your performance and status has been made in accordance with Article IX of the Contractual Agreement between the Board of Trustees and the Sauk Valley College Faculty Association. It has been recommended to me by your Division Chairman and the Dean of Instruction that the following action be taken:

Retention with normal salary increment

I have concurred with the recommendation noted above and will submit it to the Board of Trustees at the appropriate time.

Sincerely,

George E. Cole  
President

ems

cc: P. Osborn  
Division Chairman

*Sal Cu #3*

MEMORANDUM

To: All Board Members

From: E. J. Sabol

Subject: Other Personnel Recommendations  
(Item C, #6, of the Agenda)

The Dean of Instruction has brought 4 cases to my attention with regard to salary for 1970-71. All of these involve personnel at or above the maximum of the new salary schedule.

1. Irvin Parke, Assistant Instructor, Auto Technology

Last year we raised Mr. Parke's salary to \$8,600, a figure which was \$600 above the maximum on the then approved salary schedule and which is \$100 above the new schedule. If we grant him 4%, plus \$500, it would bring his salary close to \$9,500 and I should like have your approval to pay in excess of the schedule once again for the forthcoming year. I think the action which should be taken is a motion "authorizing the President to negotiate individually with staff persons at the rank of assistant instructor in fields for which the academic requirements for the rank of instructor are not applicable". In other words, in such assignments as Mr. Parke has in automotive mechanics, completion of bachelor and/or the master's degree is not required. In fact, special factory courses and/or summer experience on the job are far more significant.

2. William Byar, Assistant Professor, Social Sciences Division

An excellent instructor, active in the community, and our most prolific off-campus speaker. Requires some additional course work to qualify for promotion.

3. Harold Nelson, Instructor of Medical Technology, Natural & Health Sciences

Requires additional course work for promotion.

4. Ann Johnson, Counselor, Student Services

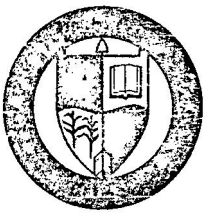
Would have to be reclassified to Grade IV in order to receive an increment above the \$500 granted to all counselors.

With regard to cases 2, 3, and 4 above, the only relief at this time would be to change the salary schedule by adding one step to each of the ranks or grades involved. I find it difficult to make the recommendation at this time, especially in view of the probability that there would be no change in the administrative salary schedule and there would be no funds for extra increments recommended for several of the instructional staff.

ems

cc: P Osborn

5-20-70



# SAUK VALLEY COLLEGE

R. R. 1 Dixon, Illinois 61021 / Area 815 284-7711

RECEIVED AUG 20 1968  
Rd Ex #4

OFFICE OF THE PRESIDENT

August 13, 1968

Mr. Irvin L. Parke  
403 North Division  
Polo, Illinois

## Subject: Offer of Appointment

Dear Mr. Parke:

I am pleased to offer you an appointment as Assistant Instructor of Automotive Technology in the Industrial and Engineering Related Division at Sauk Valley College at a salary of \$7,400 for the academic year commencing September 1, 1968. The maximum salary for this rank is \$7,700 and any advancement beyond will depend upon the recommendation of the Chairman and the Dean of Instruction.

Your teaching assignment will be determined by the Dean of Instruction and will consist of 12-16 credit hours per semester, depending upon the instructional needs of your division.

The Illinois Junior College Act provides for membership in the State Universities Retirement System as explained in the enclosed handbook. If you have any questions regarding this plan, please do not hesitate to contact me.

To indicate your acceptance of this offer, please sign the enclosed copy of this letter and return it to me as soon as possible.

Sincerely,

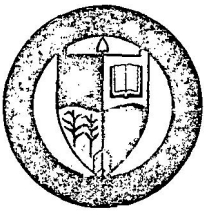
Edward J. Sabol  
President

ems  
encl.  
cc: P. Osborn

I hereby accept the offer described above:

15 AUGUST 1968  
Date

Irvin L. Parke  
Signature



# SAUK VALLEY COLLEGE

R. R. 1 Dixon, Illinois 61021 / Area 815 284-7711

RECEIVED MAY 13 1969

Ad Ed #5

OFFICE OF THE PRESIDENT

April 28, 1969

Mr. Irvin Parke  
Sauk Valley College  
Dixon, Illinois

Subject: Notification or Reappointment

Dear Mr. Parke:

I am pleased to offer you reappointment to the staff of Sauk Valley College for the academic year commencing on September 1, 1969 at the rank and salary indicated below:

<u>Rank</u>	<u>Teaching Field</u>	<u>Salary</u>
<b>Assistant Instructor</b>	<b>Automotive, Technical Educ. Division</b>	<b>\$ 8,600 *</b>

Teaching Load: Your teaching assignment will be determined by the Dean of Instruction and your Division Chairman, depending upon the instructional needs of your division.

Term of Appointment: You should be available on September 1, 1969, and your responsibilities will be completed by participation in Commencement and with the submission of required reports to your Division Chairman.

To indicate your acceptance, please sign the enclosed copy and return it to me within ten days of the above date. If you have any questions about this, please make an appointment to discuss them with me in the next few days.

Sincerely,

Edward J. Sabol  
President

ems

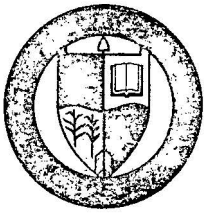
I hereby accept the offer described above:

5-13-69  
Date

Irvin L. Parke  
Signature

\*This is two steps in excess of existing schedule. No additional increase will be approved in this rank until such time as the schedule for the rank is increased.

B. EDISON



# SAUK VALLEY COLLEGE

R. R. 1 Dixon, Illinois 61021 / Area 815 284-7711

RECEIVED JUL 16 1970

REC #6

OFFICE OF THE PRESIDENT

July 14, 1970

Mr. Irvin Parke  
Sauk Valley College  
Dixon, Illinois

Subject: Notification of Reappointment

Dear Mr. Parke:  
I am pleased to offer you reappointment to the staff of Sauk Valley College for the academic year commencing on September 1, 1970 at the rank and salary indicated below:

<u>Rank</u>	<u>Teaching Field</u>	<u>Salary</u>
-------------	-----------------------	---------------

Assistant Instructor	Industrial & Technical	\$ 10,000
----------------------	------------------------	-----------

Teaching Load: Your teaching assignment <sup>Occupations</sup> will be determined by the Dean of Instruction and your Division Chairman, depending upon the instructional needs of the college.

Term of Appointment: You should be available on September 1, 1970, and your responsibilities will be completed by participation in Commencement in June and with the completion of all assignments and the submission of required reports to your Division Chairman.

To indicate your acceptance, please sign the enclosed copy and return it to me within ten days of the above date.

Sincerely,

Edward J. Sabol  
President

ems

I hereby accept the offer described above:

15 July 1970  
Date

Signature

R. EDISON

*REC # 7*  
Passed by  
Academic Council,  
September 10, 1969  
SVC EV 4

SAUK VALLEY COLLEGE

ANNUAL RECOMMENDATION

Name Irvin Parke Rank Assistant Instructor

Division Industrial & Technical Education

Date December 3, 1971

RECOMMENDATIONS\*

SVC Experience                      3 years  
Teaching Experience              3 years  
Industrial Experience            16 years

It is my recommendation that the following action be taken as a result of the annual review: retention with extra salary increments.

December 9, 1971                      *Philip J. Wessels*  
Date    Signature of Division Chairman

INSTRUCTOR'S COMMENT:

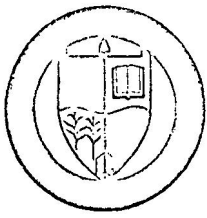
I have read this report and recognize that I have the privilege of discussing it with the Dean of Instruction and/or submitting a written response.

6 December 1971                      *Irvin L. Parke*  
Date    Signature of Instructor

12-28-71                                      *PSOskan*  
Date    Signature of Dean of Instruction

\* In all cases the final action rests with the College Board.

Faculty member's copy  
Supervisor's copy  
Dean's copy  
President's copy



# SAUK VALLEY COLLEGE

*R. R. 1 Dixon, Illinois 61021 / Area 815 284-7711*

OFFICE OF THE PRESIDENT

February 26, 1971

Mr. Irvin Parke  
Sauk Valley College  
Dixon, Illinois

Subject: Annual Review

Dear Mr. Parke:

The annual review of your performance and status has been made in accordance with Article IX of the Contractual Agreement between the Board of Trustees and the Sauk Valley College Faculty Association. I have reviewed the recommendations of your Division Chairman and the Dean of Instruction and will submit the following recommendation to the Board of Trustees at the appropriate time:

## Continuing Appointment and Normal Increment

Action on this recommendation will be subject to approval of the Board and to such provisions and/or limitations as may be agreed upon by the Board of Trustees and the Faculty Association in the negotiation of the contract for the 1971-72 academic year.

Sincerely,

A handwritten signature in cursive script, reading "Edward J. Sabol".

Edward J. Sabol  
President

ems

cc: P. Osborn  
P. Wessels

October 12, 1971

Mr. Irvin Parke  
Sauk Valley College  
Dixon, Illinois

Subject: Confirmation of Reappointment

Dear Mr. Parke:

I am pleased to confirm your reappointment to the staff of Sauk Valley College. This reappointment is made in accordance with terms of the Contractual Agreement between the Faculty Association and the Board of Trustees for the academic year 1971-72. Copies of that Agreement were distributed by College mail on October 8. Your reappointment is at the rank and salary listed below:

<u>Rank</u>	<u>Teaching Field</u>	<u>Salary</u>
Assistant Instructor	Industrial Education	\$10,000

Salary: Salary has been fixed in accordance with Federal Executive Order #11615 of the Economic Stabilization Act and is subject to modification in accordance with Section XXIII-B of the Contractual Agreement cited above.

Teaching Load: Your assignment will be determined by the Dean of Instruction and your Division Chairman, depending upon the needs of the College.

Term of Appointment: The effective date of this reappointment is September 1, 1971 and your responsibilities will be completed by participation in Commencement in June and with the completion of all assignments and the submission of required reports to your Division Chairman.

To indicate your acceptance, please sign the enclosed copy and return it to me within ten days of the above date.

Sincerely,



Edward J. Sabol, President

ems

I hereby accept the offer described above:

7 January 1972  
Date

[Signature]  
Signature

R. EDISON



Passed by *CEL #10*  
Academic Council,  
September 10, 1969  
SVC EV 4

SAUK VALLEY COLLEGE

ANNUAL RECOMMENDATION

Name Irvin Parke Rank Asst. Instructor  
Division Industrial & Technical SVC Experience 3 years  
Teaching Experience 5 1/2 yrs  
Date January 7, 1971 Industrial Experience 15 yrs  
6 months

RECOMMENDATIONS\*

It is my recommendation as a result of the annual review that the following action be taken:

Retention with extra salary increments  
Granting of continuing appointment

*good work  
cont. appt.*

1-8-71  
Date Signature of Division Chairman

INSTRUCTOR'S COMMENT:

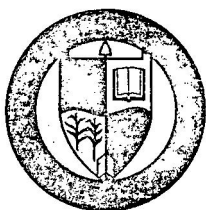
I have read this report and recognize that I have the privilege of discussing it with the Dean of Instruction and/or submitting a written response.

Jan 11, 1971  
Date Signature of Instructor  
January 29, 1971  
Date Signature of Dean of Instruction

\* In all cases the final action rests with the College Board.

Faculty member's copy  
Supervisor's copy  
Dean's copy  
President's copy

*Rel Ex # 11*



# SAUK VALLEY COLLEGE

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

OFFICE OF THE PRESIDENT

October 15, 1973

Mr. Irvin Parke  
Sauk Valley College  
Dixon, Illinois

Subject: Confirmation of Reappointment

Dear Mr. Parke:

I am pleased to confirm your reappointment to the staff of Sauk Valley College. This reappointment is made in accordance with terms of the Contractual Agreement between the Faculty Association and the Board of Trustees for the fiscal year 1973-74. Copies of that Agreement are available in the Business Office at your request. Your reappointment is at the rank and salary listed below:

RANK	SALARY
Assistant Instructor	\$10,975

Teaching Load: Your teaching assignment will be determined in accordance with the Contractual Agreement between the Faculty Association and the Board of Trustees for the fiscal year 1973-74. (Article VI, Section B)

Term of Appointment: The effective date of this Reappointment is August 27, 1973, and your responsibilities will be completed by participation in Commencement on Sunday, May 19, 1973, and with the completion of all assignments and the submission of required reports to your appropriate dean.

To indicate your acceptance, please sign the enclosed copy and return it to me within ten days of the above date.

Sincerely,

*George E. Cole*  
George E. Cole  
President

bg

I hereby accept the offer described above: *This is signed pending the outcome of grievance proceedings filed by myself with the IFA legal staff. I am confirming it under protest.*  
11-30-73      *Irvin L. Parke*  
Date      Signature

TREASURER'S REPORT

January 31, 1974

EDUCATIONAL FUND

Balance on Hand December 31, 1973 \$ 223,339.42

Receipts:

Investments	99,162.92	
Taxes	9.88	
State Apportionment	313,630.50	
State Vocational	22,810.00	
Federal Work Study	5,751.04	
Student Tuition	123,110.64	
Transcript Fees	110.00	
Application Fees	150.00	
Interest on Investments	7,756.66	
Data Proc. Revenue	108.68	
Other Revenue	195.82	
Exp. Credits	<u>3,831.31</u>	<u>576,627.45</u>

Balance Available \$ 799,966.87

Disbursements:

Expenses for January	272,483.70	
Investments	<u>197,162.23</u>	<u>469,645.93</u>

Balance on Hand January 31, 1974 \$ 330,320.94

BUILDING FUND

Balance on Hand December 31, 1973 \$ 47,649.70

Receipts:

Taxes	2.47	
Other Revenue	874.22	
Exp. Credits	<u>483.35</u>	<u>1,360.04</u>

Balance Available \$ 49,009.74

Disbursements:

Expenses for January		<u>16,515.69</u>
----------------------	--	------------------

Balance on Hand January 31, 1974 \$ 32,494.05

AND CONSTRUCTION FUND - DIXON NATIONAL BANK

Balance on Hand December 31, 1973 \$ 60,013.73

Receipts:

Interest on Investments	616.67	
Rental Income	4,000.00	
Exp. Credits	1.80	<u>4,618.47</u>

Balance Available \$ 64,632.20

Disbursements:

Expenses for January	<u>4,330.07</u>
----------------------	-----------------

Balance on Hand January 31, 1974 \$ 60,302.13

AND CONSTRUCTION FUND - HARRIS TRUST

Balance on Hand December 31, 1973 \$ 6,811.09

Receipts: -0-

Disbursements: -0-

Balance on Hand January 31, 1974 \$ 6,811.09

AND INTEREST FUND #1

Balance on Hand December 31, 1973 \$ 14,883.52

Receipts:

Taxes	5.68	<u>5.68</u>
-------	------	-------------

Balance Available \$ 14,889.20

Disbursements: -0-

Balance on Hand January 31, 1974 \$ 14,889.20

AND INTEREST FUND #2

Balance on Hand December 31, 1973 \$ 87,369.65

Receipts: -0-

Balance Available \$ 87,369.65

<u>Disbursements:</u>	Bond Principal	75,000.00	
	Bond Interest	9,800.00	
	Service Charges	22.50	<u>84,822.50</u>

Balance on Hand January 31, 1974 \$ 2,547.15

KING CASH FUND

nce on Hand December 31, 1973	\$ 18,826.46
<u>ceipts:</u>	-0-
<u>bursements:</u>	<u>-0-</u>
ance on Hand January 31, 1974	\$ <u>18,826.46</u>

\*\*\*\*\*

FUNDS INVESTED

. Treasury Bills	Educational	3-28-74	\$ 98,395.56
. Treasury Bills	Educational	3-12-74	98,766.67
e Deposit	Educational	4-20-74	380,000.00
. Treasury Bills	S & C	3-12-74	49,383.33
tificates of Deposit	B & I #1	11-20-74	30,000.00
tificates of Deposit	S & C	3-3-74	277,666.19
e Open Deposit	S & C	5-28-74	150,000.00
. Treasury Bills	Bldg.	4-18-74	48,298.61
. Treasury Bills	Bldg.	7-30-74	33,256.03
. Treasury Bills	B & I #1	5-16-74	<u>96,478.56</u>
TOTAL INVESTED			\$1,262,244.95

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 1-31-74

B A L A N C E   S H E E T

ASSETS:

Cash in Bank . . . . .	\$ .50
Notes Receivable . . . . .	<u>4,088.77</u>
	<u>\$ 4,089.27</u>

LIABILITIES AND NET WORTH:

Fund Equity . . . . .	\$ 4,568.16
Net Loss . . . . .	<u>- 478.89</u>
	<u>\$ 4,089.27</u>

P R O F I T   A N D   L O S S

INCOME:

Interest Income . . . . .	\$ 59.13
---------------------------	----------

EXPENSES:

Bad Debts . . . . .	\$ 511.71	
Attorney's Fees . . . . .	<u>26.31</u>	<u>538.02</u>

NET LOSS . . . . .	<u>(\$- 478.89)</u>
--------------------	---------------------

SAUK VALLEY COLLEGE

E.O.G. - WORK STUDY FUNDS

Period Ending 1-31-74

B A L A N C E   S H E E T

Cash (E.O.G. and Work Study) . . . . .	\$ 36,956.72	
Work Study Awards Available from Fed. Gov. 1973-74 . . . . .	32,950.00	
Work Study Awards Paid 1973-74 . . . . .	31,952.89	
Work Study Awards Capital 1973-74 . . . . .		57,950.00
E.O.G. Funds Receivable from Fed. Gov. 1973-74 . . . . .	6,978.00	
Initial Year E.O.G. Awards Capital 1973-74 . . . . .		31,978.00
E.O.G. Awards Paid 1973-74 . . . . .	14,493.03	
Basic E.O.G. Program Awards Capital 1973-74 . . . . .		7,370.00
Basic E.O.G. Program Awards Paid 1973-74 . . . . .	4,040.00	
Work Study Awards Paid 1972-73 . . . . .	71,733.05	
Work Study Awards Capital 1972-73 . . . . .		79,440.00
E.O.G. Funds Receivable from Fed. Gov. 1972-73 . . . . .	9,619.00	
Initial Year E.O.G. Awards Capital 1972-73 . . . . .		7,408.00
Initial Year E.O.G. Awards Paid 1972-73 . . . . .	13,641.79	
Renewal Year E.O.G. Awards Capital 1972-73 . . . . .		32,400.00
Renewal Year E.O.G. Awards Paid 1972-73 . . . . .	16,213.89	
Work Study Awards Capital 1971-72 . . . . .		79,440.00
Work Study Awards Paid 1971-72 . . . . .	76,312.04	
Initial Year E.O.G. Awards Capital 1971-72 . . . . .		19,754.00
Initial Year E.O.G. Awards Paid 1971-72 . . . . .	19,535.69	
Renewal Year E.O.G. Awards Capital 1971-72 . . . . .		12,000.00
Renewal Year E.O.G. Awards Paid 1971-72 . . . . .	12,000.00	
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 . . . . .		14,122.00
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>\$700,183.00</u>	<u>\$700,183.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 1-31-74

B A L A N C E                      S H E E T

ASSETS:

Cash in Bank . . . . .	\$ 25,359.35
Petty Cash . . . . .	500.00
Inventory 6-30-73 . . . . .	34,286.22
	<u>\$ 60,145.57</u>

LIABILITIES AND NET WORTH:

Accounts Payable . . . . .	\$ 10,000.00
Fund Equity . . . . .	\$ 51,177.56
Net Loss . . . . .	<u>- 1,031.99</u>
	50,145.57
	<u>\$ 60,145.57</u>

P R O F I T A N D L O S S

INCOME:

Textbook Sales . . . . .	\$ 79,932.87
Supplies Sales . . . . .	6,983.65
Miscellaneous Sales . . . . .	4,004.42
Paperback Sales . . . . .	1,322.66
Sales Tax Collected . . . . .	<u>4,321.86</u>
	\$ 96,565.46

EXPENSES:

Textbook Purchases . . . . .	\$ 73,968.25
Supplies Purchases . . . . .	5,931.35
Miscellaneous Purchases . . . . .	4,610.45
Paperback Purchases . . . . .	1,000.58
Sales Tax Paid . . . . .	2,941.63
Salaries & Wages . . . . .	6,175.99
Transp. Charges . . . . .	1,768.20
Supplies Expense . . . . .	591.88
Travel . . . . .	269.91
Telephone . . . . .	26.18
Dues . . . . .	10.00
Other Expense . . . . .	253.11
Over & Under . . . . .	<u>49.92</u>
	<u>97,597.45</u>

NET LOSS on a cash basis without regard to inventory  
or Accounts Payable . . . . . (\$- 1,031.99)



RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

January 31 1974

<u>ASSETS</u>		<u>REVOLVING AGENCY FUND LIABILITIES</u>	<u>TOTAL</u>
Cash In Bank	\$278,792.51	Student Tuition	\$247,827.00
City Cash	365.00	Out-of-District Fees	49,595.85
pts. Rec.	120,390.70	Application Fees	
		Due Education Fund	818.22
		Due Building Fund	496.80
		Due Student Loan	722.47
		Due Bookstore	41.75
		Tuition Refunds	(4,221.00)
			\$295,281.09

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operation	\$ 602.80
Parking	6,122.52
Recreation Room Fund	1,444.95
Student Locker Fund	45.80
Land Lab.	6,053.34
Community Service	795.43
Athletic Conference	
Child Care Center	3,000.00
Alumni Association	196.68
LPN Supplies	165.18
The Fantastics	377.86
Career Planning Test	
Book Transactions	100.06
Title II Library	5,000.00
NEW Nurses Grants	2,795.00
Law Enforcement	30,184.59
Nursing Capitation	15,086.73
Bi-Lingual Teacher Aid	1,734.81
Miscellaneous	(55.75)

73,650.00

FUND EQUITY

July 1 1973	\$21,940.92
Excess of Revenue over Expenditures, Jan.31,1974	8,676.20

30,617.12

<u>TOTAL ASSETS</u>	<u>\$399,548.21</u>	<u>TOTAL LIABILITIES &amp; FUND EQUITY</u>	<u>\$399,548.21</u>
---------------------	---------------------	--	---------------------

STUDENT ACTIVITYJanuary 31, 1974

Balance on Hand December 31, 1973	\$273,323.88
January Receipts	<u>144,186.70</u>
	417,510.58
Disbursements for January 1974	<u>138,669.07</u>
	278,841.51
Journal Voucher #47, A. Kent Beams check	<u>49.00</u>
Balance January 31, 1974	<u>\$278,792.51</u>

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
8590	Ass'n. of College Unions-Internatl.-#260 Student Act. Exp., Annual membership dues for the year 1974		\$ 70.00
8591	George H. Swanson-#103 Accts. Receivable, Military Grant, Fall 1973		84.00
8592	World Tennis Magazine-#251 Athletic Exp./Palumbo, Subscription		5.95
8593	Frank Palumbo-#251 Athletic Exp./Palumbo, Meals for basketball team while at Freport for tourney 12/27 & 12/28/73		44.82
8594	B & B Sporting Goods-#251 Athletic Exp./Palumbo, Tape & tuff skin		35.60
8595	Claire Holmberg-#256 Cheerleader & Pom Pom Exp./ Cheerleader dinner during Highland tournament		14.81
8596	Danny E. Hains-#103 Accts. Receivable, Military Grant		154.00
8597	SVC Educational Fund-#315 Due Educational, Trial Balance, 11/30/73		1,619.64
8598	SVC Building Fund-#316 Due Building Fund, Trial Balance, 11/30/73		508.86
8599	SVC Bookstore-#319 Due Bookstore, Trial Balance, 11/30/73		64.64
8600	SVC Educational Fund-#315 Due Educational Fund, Trial Balance 12/31/73		598.31
8601	SVC Building Fund-#316 Due Building Fund, Trial Balance, 12/31/73		365.36
8602	SVC Bookstore-#319 Due Bookstore, Trial Balance, 12/31/73		82.50
8603	D. D. Heath & Co.-#349 Bi-Lingual, Turk Mastering Spanish, 15 copies		122.05
8604	Allied Arts Corp.-#360 Miscellaneous, 40 tickets for Ballet/Folk Loxico/ 1/20/74		200.00
8605	Dixon Evening Telegraph-#260 Student Act. Exp., Football Forecast & Film Ad for 1/26/73 & 1/27/73		10.00
8606	Barbara Von Holten-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
8607	Nusbaum Transfer & Storage Inc.-#260 Student Act. Exp. Moving baby grand piano for concert 12/11/73		40.00
8608	VOID		
8609	PROGRAM-#260 Student Act. Exp., Three year subscription.		7.00
8610	Jack Stone-#251 Athletic Exp./Palumbo, Officiating at basketball game with Highland C. C. 1/10/74		25.00
8611	John Millis-#251 Athletic Exp./Palumbo, Officiating at basketball game with Highland C. C. 1/10/74		25.00
8612	Stan Heth-#251 Athletic Exp./Palumbo, Officiating at basketball game with IDT, 1/15/74		25.00
8613	John Moran-#251 Athletic Exp./Palumbo, Officiating at basketball game with IDT, 1/15/74		25.00
8614	Karen Wermars-#320 Tuition Refund, Dropped 3 sem. hrs. \$42.00, and #315 Due Educational Fund, Lab Fee Refund \$10.00		52.00

K NO.	PAID TO	DESCRIPTION	AMOUNT
	Frank Palumbo-#251 Athletic Exp./Palumbo, Scorer & Timer for Spoon River Game 12/21/73		\$ 10.00
	Audio Brandon-#260 Student Act. Exp., Showing of film, "Last Year at Marienbad", 12/6/73		75.50
	Edward Specht-#320 Tuition Refund, Dropped 8 sem. hrs.		112.00
	Student Loan Fund-#318 Due Student Loan, Loans paid in Dec. 1973		586.06
	SVC Educational Fund-#301 Student Tuition, Fall Tuition, 1973		123,110.64
	Lisa Beckingham-#320 Tuition Refund, Dropped 3 sem. hrs.		28.00
	Susan Gilbert-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
	VOID		
	Paula Duffy-#320 Tuition Refund, Dropped 5 sem. hrs., added 3 sem. hrs.-refund for 2 sem. hrs.		28.00
	SVC Building Fund-#258 Drama Exp, #259 Music Exp. \$.40 and \$2.95 for use of trucks		3.35
	SVC Educational Fund-#349 Bi-Lingual \$1.59 for Xerox, #263 Dialectic, \$2.25 for storeroom supplies		3.84
	SVC Bookstore-#258 Drama Exp. \$1.40, #264 ASB \$19.05, #335 Community Services \$16.95, Purchases made in the Bookstore, 12/73		37.40
	News-Sentinel Publishers-#262 Student Newspaper, for papers		340.00
	Sallie Powell-#360 Miscellaneous, Change from check		1.00
	Margarita Cornejo-#103 Accts. Receivable, ISSC-Bi-Lingual Grant for Fall 1973		224.00
	Home Lumber Co-#260 Student Act. Exp., Construction of bulletin boards for art exhibits.		101.89
	Craig Butts-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
	Ruth Peoples-#320 Tuition Refund, Dropped 1 sem. hr.		12.60
	SVC Educational Fund-#258 Drama Exp. \$36.95, #349 Bi-Lingual \$12.57, #335 Community Services \$9.58, workroom services and supplies for Dec.		59.10
	Genevieve Nelson-#360 Miscellaneous, Check for change.		10.00
	Craig Tompkins-#320 Tuition Refund-Dropped 2 sem. hrs.		25.20
	Nancy Swegle-#320 Tuition Refund, Dropped 3 sem. hrs.		37.80
	Cottonwood Motel-#251 Athletic Exp./Palumbo, Motel accommodations for 23 people when snowed in at Canton on 1/8/74		108.00
	Frank Palumbo-#251 Athletic Exp./Palumbo, Scorer & Timer for Freeport 1/10/74 @ \$5.00 each \$10.00, and meals for basketball team, Canton 1/8/74 and 1/9/74		75.75
	Al Bollman-#268 Wrestling Exp., Official for wrestling meet, Sauk on 1/19/74		20.00
	Owens Sport Shop-#268 Wrestling Exp., First aid supplies for wrestling.		17.35
	Joanne Rapp-#320 Tuition Refund, Dropped 11 sem. hrs.		154.00
	Thomas Sears-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
	Sally O'Banion-#320 Tuition Refund, Dropped 2 sem. hrs.		1.80
	Scott M. Mohr-#103 Accts. Receivable, Tuition Grant & BOG		168.00
	Jerry Mathis-#258 Drama Exp. Materials for Romeo & Juliet		5.24
	The Illowa Chamber Orchestra-#258 Drama Exp., Advertising in program for Romeo & Juliet		30.00
	Susan Sachs-#258 Drama Exp., Materials for costumes for Romeo & Juliet		29.66
	Geraghty's Inc.-#258 Drama Exp., Make-up for Romeo & Juliet		10.75
	The Sherwin-Williams Co.-#258 Drama Exp., Paint and supplies for Romeo and Juliet		61.22
	Del Farm Food Store-#330 Child Care, Food and supplies		175.35
	SVC Payroll Fund-#330 Child Care, Payroll for 1/15/74		207.50
	Frank Palumbo-#251 Athletic Exp./Palumbo, Scorer & Timer @ \$5.00 each for games on 1/15/74 and 1/19/74		20.00
	Frank Palumbo-#251 Athletic Exp./Palumbo, Meals for basketball team while at Rockford on 1/12/74		39.32

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
8654	Karen Von Holten-#103 Accts. Receivable, Foundation Grant		\$ 100.00
8655	Sauk Valley College-#349 Bi-Lingual, Tuition Aid for Mrs. Juanita Silva		94.00
8656	Steak House West-#259 Music Exp., Dinner for Sauk Valley Collegiates		71.60
8657	Tony Licocci-#268 Wrestling Exp., Wrestling official for meet at Sauk on 1/16/74		20.00
8658	Patricia Rutt-#320 Tuition Refund, Dropped 4 sem. hrs.		44.80
8659	Gordon Jones-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8660	Phyllis Hahn-#320 Tuition Refund, Dropped 1 sem. hr.		11.20
8661	Marjorie Handel-#320 Tuition Refund, Dropped 1 sem. hr.		11.20
8662	Kenneth L. Damboff-#320 Tuition Refund, Dropped 3 sem. hrs.		42.00
8663	Tom Sears-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8664	Gerald Henkel-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
8665	John Ferris-#251 Athletic Exp./Palumbo, Officiating for basketball game with Kishwaukee 1/19/74		22.50
8666	Gary Schreiner-#251 Athletic Exp./Palumbo, Officiating for basketball game with Kishwaukee, 1/19/74		22.50
8667	Wayne Morss-#268 Wrestling Exp./Meals for wrestling team while at Moline, 1/10/74		29.17
8668	Dennis Boynton-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8669	Joel Nagy-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8670	Debra Houghton-#320 Tuition Refund, Dropped 13 sem. hrs.		145.60
8671	Joe Salvatori-#320 Tuition Refund, Dropped 1 sem. hr.		11.20
8672	Walter Holmberg-#320 Tuition Refund, Dropped 1 sem. hr.		11.20
8673	Roy Witherow-#320 Tuition Refund, Dropped 5 sem. hrs.		56.00
8674	Dean Zinanni-#320 Tuition Refund, Dropped 2 sem. hrs.		22.40
8675	Susan Passini-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8676	Janet Fulfs-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8677	Dawn Freeman-#320 Tuition Refund, Dropped 4 sem. hrs.		44.80
8678	Cynthia Durham-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
8679	Craig Butts-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8680	George T. Moore-#320 Tuition Refund, Refunded 6 sem. hrs., Deceased		84.00
8681	Joleen Eberhart-#103 Accts. Receivable, ISSC grant		252.00
8682	Terry Tieken-#320 Tuition Refund, Dropped 3 sem. hrs.		42.00
8683	James Tunney-#320 Tuition Refund, Dropped 2 sem. hrs.		22.40
8684	Sauk Valley College-#349 Bi-Lingual, Tuition aid for Mrs. Rose M. Mena		182.00
8685	James M. Collie, College of DuPage-#257 Speech Activities, Entry fees for speech tournament		116.00
8686	Anthony Edgcomb-#103 Accts. Receivable, Military Grant		42.00
8687	Mark Stichter-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8688	Delora Robertson-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8689	Mary Sondergroth-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8690	Ramon Leal-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8691	Edith Musser-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
8692	Cloy Coats-#320 Tuition Refund, Dropped 2 sem. hrs.		22.40
8693	Patricia Welch-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8694	Ruben Feliciano-#349 Bi-Lingual, Consultant at Chicano Culture Course, 100 miles at 10¢, for December 1973		10.00
8695	Frank Palumbo-#251 Athletic Exp./Palumbo, Meals for basketball team while at Moline on 1/17/74		55.00
8696	Claire Holmberg-#256 Cheerleaders Exp., Dinners for cheerleaders at basketball games		31.90
8697	Mrs. Donnie Collins-#334 Land Lab, Rent payment		106.00
8698	Mr. Charles Schuler-#334 Land Lab, Rent payment		345.00
8699	Lyon-Healy, -#335 Community Services, "Requiem" and Organ edition for course GSI 013		61.60

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
8700	Joseph Fichter-#320	Tuition Refund, Dropped 1 sem. hr.	\$ 11.20
8701	Roger Jenkins-#320	Tuition Refund, Dropped 3 sem. hrs.	33.60
8702	David Janacek-#320	Tuition Refund, Dropped 1 sem. hrs.	11.20
8703	Greg Rehner-#320	Tuition Refund, Dropped 1 sem. hr.	11.20
8704	Void		
8705	Larry Paugh-#320	Tuition Refund, Dropped 3 sem. hrs.	33.60
8706	John Lawrence-#320	Tuition Refund, Dropped 1 sem. hr.	14.00
8707	Stan Heth-#251	Athletic Exp./Palumbo, Officiating for basketball game with Black Hawk East College, 1/24/74	25.00
8708	John Moran-#251	Athletic Exp./Palumbo, Officiating for basketball game with Black Hawk East College, 1/24/74	25.00
8709	Universal 16-#260	Student Activity Exp., Two showings of "Slaughterhouse Five" on 1/26/74	300.00
8710	Dixon Electronics Co.-#342	Fantastics, Equipment	528.34
8711	Ronald Hartje-#253	Athletic Exp./Hartje, Padlocks for golf	6.27
8712	N.J.C.A.A. Baseball Coaches Ass'n.-#253	Athletic Exp./Hartje, Dues.	5.00
8713	Joan K. Hayenga-#103	Accts. Receivable, ISSC Grant	126.00
8714	Frank Palumbo-#251	Athletic Exp./Palumbo, Scorer & Timer for game with Black Hawk East game on 1/24/74 @ \$5.00 each	10.00
8715	Dwain Jay Baux, Jr.-#264	Associated Student Board, Meal, transportation and lodging for trip to SIU, ISU AND U. of Ill.	105.78
8716	Void		
8717	Audio Brandon-#260	Student Act. Exp., Showing of film "Intimate Lighting", shown on 11/17/73	65.50
8718	Janica Vallez-#360	Miscellaneous, Change from check	1.00
8719	Rhonda Rendleman-#320	Tuition Refund, Dropped 5 sem. hrs.	63.00
8720	Janet Hunsberger-#320	Tuition Refund, Dropped 1 sem. hr.	8.40
8721	Dave Hannah-#320	Tuition Refund, Dropped 3 sem. hrs.	25.20
8722	Richard Murray-#320	Tuition Refund, Dropped 3 sem. hrs.	25.20
8723	Margie Wolfe-#320	Tuition Refund, Dropped 3 sem. hrs.	25.20
8724	James M. Arduini-#103	Accts. Receivable, Military Grant	42.00
8725	Joan Greer-#320	Tuition Refund, Dropped 1 sem. hr.	8.40
8726	Dwain Baux-#257	Speech Activities, Transportation for speech tournament at Bradley U., Peoria, IL on 11/15 and 11/16/73	20.00
8727	Barbara Von Holten-#103	Accts. Receivable, Foundation Grant	150.00
8728	Jerry Mathis-#257	Speech Activities, Oral Interpretation Workshop at Evanston, IL 11/17/73 and Speech tournament, Peoria, IL 11/15/73	203.09
8729	Beverly Ohda-#330	Child Care Operations, Reimbursement for bulletin board packet and supplies for gerbil and fish	20.86
8730	Evie Duitsman-#266	Women's Intercollegiate, Referee for intercollegiate volleyball	15.00
8731	Rodney Deter-#320	Tuition Refund, Dropped 2 sem. hrs.	16.80
8732	Myra Davis-#320	Tuition Refund, Dropped 1 sem. hr.	8.40
8733	Ellen Swanson-#320	Tuition Refund, Dropped 19 sem. hrs.	159.60
8734	Tim Kelly-#320	Tuition Refund, Dropped 3 sem. hrs.	25.20
8735	Maria T. Marquez-#320	Tuition Refund, Dropped 3 sem. hrs.	25.20
8736	Cloy Coats-#320	Tuition Refund, Dropped 3 sem. hrs.	25.20
8737	Donald Buse-#320	Tuition Refund, Dropped 4 sem. hrs.	56.00
8738	Rhonda Bull-#320	Tuition Refund, Dropped 1 sem. hrs.	8.40
8739	David George-#320	Tuition Refund, Dropped 4 sem. hrs.	56.00
8740	Susan Wolf-#320	Tuition Refund, Dropped 1 sem. hr.	14.00
8741	Candyce Dawson-#320	Tuition Refund, Dropped 2 sem. hrs.	28.00
8742	Barbara Von Holten-#320	Tuition Refund, Dropped 3 sem. hrs.	25.20
8743	LaVetta Griffis-#103	Accts. Receivable, ADC Grant	112.00
8744	Wayne Morris-#268	Wrestling Exp., Scorer & Timer for two meets and equipment repairs.	14.50

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
8654	Karen Von Holten-#103 Accts. Receivable, Foundation Grant		\$ 100.00
8655	Sauk Valley College-#349 Bi-Lingual, Tuition Aid for Mrs. Juanita Silva		84.00
8656	Steak House West-#259 Music Exp., Dinner for Sauk Valley Collegiates		71.60
8657	Tony Licocci Wrestling Exp., Wrestling official for meet at Sauk on 1/16/74 -#268		20.00
8658	Patricia Rutt-#320 Tuition Refund, Dropped 4 sem. hrs.		44.80
8659	Gordon Jones-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8660	Phyllis Hahn-#320 Tuition Refund, Dropped 1 sem. hr.		11.20
8661	Mazjorie Handel-#320 Tuition Refund, Dropped 1 sem. hr.		11.20
8662	Kenneth L. Damhoff-#320 Tuition Refund, Dropped 3 sem. hrs.		42.00
8663	Tom Sears-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8664	Gerald Henkel-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
8665	John Ferris-#251 Athletic Exp./Palumbo, Officiating for basketball game with Kishwaukee 1/19/74		22.50
	Gary Schreiner-#251 Athletic Exp./Palumbo, Officiating for basketball game with Kishwaukee, 1/19/74		22.50
8667	Wayne Morss-#268 Wrestling Exp./Meals for wrestling team while at Moline, 1/10/74		29.17
8668	Dennis Boynton-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8669	Joel Nagy-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8670	Houghton-#320 Tuition Refund, Dropped 13 sem. hrs.		145.60
8671	Salvatori-#320 Tuition Refund, Dropped 1 sem. hr.		11.20
8672	Walter Holmberg-#320 Tuition Refund, Dropped 1 sem. hr.		11.20
8673	Roy Witherow-#320 Tuition Refund, Dropped 5 sem. hrs.		56.00
8674	Dean Zinanni-#320 Tuition Refund, Dropped 2 sem. hrs.		22.40
8675	Susan Passini-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8676	Janet Fulfs-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8677	Dawn Freeman-#320 Tuition Refund, Dropped 4 sem. hrs.		44.80
8678	Cynthia Durham-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
8679	Craig Butts-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8680	George T. Moore-#320 Tuition Refund, Refunded 6 sem. hrs., Deceased		84.00
8681	Joleen Eberhart-#103 Accts. Receivable, ISSC grant		252.00
8682	Terry Tieken-#320 Tuition Refund, Dropped 3 sem. hrs.		42.00
8683	JP Tunney-#320 Tuition Refund, Dropped 2 sem. hrs.		22.40
8684	Sauk Valley College-#349 Bi-Lingual, Tuition aid for Mrs. Rose M. Mena		132.00
8685	James M. Collie, College of DuPage-#257 Speech Activities, Entry fees for speech tournament		116.00
8686	Anthony Edgcomb-#103 Accts. Receivable, Military Grant		42.00
8687	Mark Stichter-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8688	Delora Robertson-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8689	Mary Sondergroth-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8690	Ramon Leal-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8691	Edith Musser-#320 Tuition Refund, Dropped 1 sem. hr.		14.00
	Gloy Coats-#320 Tuition Refund, Dropped 2 sem. hrs.		22.40
8693	Patricia Welch-#320 Tuition Refund, Dropped 3 sem. hrs.		33.60
8694	Ruben Feliciano-#349 Bi-Lingual, Consultant at Chicano Culture Course, 100 miles at 10¢, for December 1973		10.00
	Frank Palumbo-#251 Athletic Exp./Palumbo, Meals for basketball team while at Moline on 1/17/74		55.00
8696	Claire Holmberg-#256 Cheerleaders Exp., Dinners for cheerleaders at basketball games		31.90
8697	Mrs. Bonnie Collins-#334 Land Lab, Rent payment		106.00
8698	Mr. Charles Schuler-#334 Land Lab, Rent payment		345.00
8699	Lyon-Healy, -#335 Community Services, "Requiem" and Organ edition for course GSI 013		61.60

ECK NO.	PAID TO	DESCRIPTION	AMOUNT
45	Westwood Tennis Club-#251 Athletic Exp./Palumbo, Membership fees for six tennis players		\$ 30.00
46	Dwain Bux-#350 Miscellaneous, Used Book Sales		1,864.08
47	Blytham Ltd.-#260 Student Activity Exp., "Lonnie & The Lugnutz", band for engagement March 2, 1974		375.00
48	Frank Palumbo-#251 Athletic Exp./Palumbo, Meals for basketball team while at Clinton on 1/26/74		63.00
49	Betty Pendgraft-#320 Tuition Refund, Dropped 4, added 3 hrs.--Refund for 1 sem. hr.		8.40
50	Barbara Ohde-#320 Tuition Refund, Dropped 3 sem. hrs.		42.00
51	Doris Martenson-#320 Tuition Refund, Dropped 3 sem. hrs.		16.80
52	Michael Miller-#320 Tuition Refund, Dropped 3 sem. hrs.		25.20
53	Marsha Jensen-#320 Tuition Refund, Dropped 3 sem. hrs.		25.20
54	Joseph Groh-#320 Tuition Refund, Dropped 3 sem. hrs.		25.20
55	John Fischer-#320 Tuition Refund, Dropped 6 sem. hrs.		75.60
56	Toni Cocos-#320 Tuition Refund, Dropped 2 sem. hrs.		16.80
57	Margaret Chacon-#320 Tuition Refund, Dropped 3 sem. hrs.		25.20
58	James Jones-#320 Tuition Refund, Dropped 3 sem. hrs.		16.80
59	Eleanor Friel-#320 Tuition Refund, Dropped 1 sem. hr.		5.60
60	Michael Leuscher-#320 Tuition Refund, Dropped 1 sem. hr.		8.40
61	Ron Whitson-#320 Tuition Refund, Dropped 3 sem. hrs.		16.80
62	Claire Holmberg-#256 Cheerleader & Pom Pom Exp. \$30.67, #266 Women's Intercollegiate \$42.18, Meals for cheerleaders at Clinton 1/26/74, Meals for WRA Intercollegiate Team 1/23/74 & 1/26/74		72.85
63	Music Theatre International-#265 Musicals, Royalty and rental fees for musical "Celebration"		375.00
	Susan Dorothy-#320 Tuition Refund, Dropped 3 sem. hrs.		16.80
	Wayne Morris-#268 Wrestling Exp., Meals for wrestlers while at McHenry on 1/28/74		32.97
66	Dan Mabree-#252 Athletic Exp./Mabree, Meals and transportation for indoor track meet at NIU, DeKalb, IL on 1/29/74		24.30
67	Noxm Kruger-#251 Athletic Exp./Palumbo, Officiating for basketball game with Ill. Valley C.C. on 2/2/74		27.50
	Bob Wolf-#251 Athletic Exp./Palumbo, Officiating for basketball game with Ill. Valley C.C. on 2/2/74		22.50
69	Herb McDonnell-#251 Athletic Exp./Palumbo, Officiating for basketball game with Black Hawk College on 2/5/74		22.50
	Don Morgan-#251 Athletic Exp./Palumbo, Officiating for basketball game with Black Hawk College on 2/5/74		22.50
71	SVC Payroll Fund-#330 Child Care Operations, Payroll for 1/31/74		185.00

**SAUK VALLEY COLLEGE**

**APPROVED BY**

Catherine R. Perham

**PRESIDENT**

William E. Rege

**SECRETARY**

**DATE** 2-25-74



BILLS PAYABLE

February 25, 1974

EDUCATIONAL FUND

-600-543	VOID CHECK #1179 written January		\$ - 38.00
-600-543	VOID CHECK #1221 written January		-450.41
-600-543	NBC EDUCATIONAL ENTERPRISES, INC.	Supplies	1,232 36.00
-000-544	DIXON POSTMASTER	Postage	1,233 641.20
-000-549	LOIS CASSENS (replaces lost check)	Election judge	1,234 11.25
	SVC PAYROLL FUND	1-31-74 Payroll	1,235 69,053.53
	VOID CHECK		1,236
-000-514-01	SVC RESTRICTED PURPOSES FUND	Reimburse Sekse salary	1,237 200.00
	SVC PAYROLL FUND	2-15-74 Payroll	1,238 69,032.21
-000-580	GEORGE E. COLE	Travel expenses	1,239 117.72
			<u>\$138,603.50</u>

00.550.00	NOEL ADAMS	TRAVEL	1.240 39.20
00.547.00	ADAMS LETTER SERVICE	SPRING SCHEDULES	1.241 401.54
00.545.00	BAKER & TAYLOR	BOOKS	1.242 1,061.51
00.543.00	BARA PHOTOGRAPHIC INC	SUPPLIES	1.243 10.70
00.550.00	JIM BARBER	TRAVEL	1.244 42.20
00.544.00	DICK BLICK	SUPPLIES	1.245 32.05
00.543.00	BOGOTT INDUSTRIAL SUPPLY	SUPPLIES	1.246 3.00
00.543.00	CARDINAL AUTO PARTS	SUPPLIES	1.247 1.78
00.545.00	CENTER FOR HUMANITIES	BOOKS	1.248 99.74
00.575.00	CENTRAL TELEPHONE CO	SERVICE	1.249 1,370.47
00.543.00	CENTRAL SCIENTIFIC CO	SUPPLIES	1.250 214.00
00.556.00	CLAYTONS FLORAL SHOP	FLOWERS	1.251 22.95
00.545.00	CONCEPT MEDIA	BOOKS	1.252 350.00
00.545.00	CONGRESSIONAL QUARTERLY	BOOKS	1.253 14.90
00.541.00	BALDWIN COOKE CO	SUPPLIES	1.254 15.00
00.544.00	CRM EDUCATIONAL FILMS	SUPPLIES	1.255 335.00
00.544.00	CRM BOOKS	SUPPLIES	1.256 590.00
00.541.00	DATA DOCUMENTS INC	SUPPLIES	1.257 144.80
00.544.00	DAVIS & GECK	SUPPLIES	1.258 505.00
00.543.00	D & J INDUS LAUNDRY	SUPPLIES	1.259 7.70
00.545.00	ARIZONA STATE UNIV	BOOK	1.260 7.00
00.547.00	DIXON EVENING TELEGRAPH	PUBLIC RELA 450.00	
11.543.00	X X	AD 6.30	1.261 456.30
00.530.00	DIXON WELDING & RADIATOR SHOP	SERVICES	1.262 5.00
	VOID CHECK		1.263 .00
00.545.00	DOUBLEDAY & CO	BOOKS	1.264 61.05
00.550.00	DONALD DOYLE	TRAVEL	1.265 10.00
00.544.00	ROBERT EDISON	TUITION REIMB	1.266 180.00
00.545.00	EDUCATIONAL AUDIO VISUAL	BOOKS	1.267 57.03
00.545.00	EDUCATIONAL FILMSTRIPS	BOOKS	1.268 30.50
00.541.00	EDUCATIONAL TESTING SERV	SUPPLIES	1.269 15.00
00.541.00	EMPLOYEE DATA FORMS	SUPPLIES	1.270 16.71
00.543.00	ENCYCLOPEDIA BRITANNICA	SUPPLIES	1.271 9.50

00.541.00	LEASCO INFO PRODUCTS	SUPPLIES	1.272	9.87
00.543.00	FACTORY SUPPLIES CO	SUPPLIES	1.273	21.68
00.544.00	DONALD FOSTER	TUITION REIMB	1.274	90.00
00.545.00	GALE RESEARCH CO	BOOKS	1.275	18.88
00.544.00	GAYLORD BROS INC	SUPPLIES	1.276	76.60
12.530.00	VINCENT E GILBERT	TUNING PIANOS	1.277	35.00
00.541.02	GOODHEART WILLCOX	SUPPLIES	1.278	4.32
00.550.00	GULF OIL CORP	PRESIDENTS TRAVEL	1.279	16.37
00.541.02	G W HERTZ ENTERPRISES	SUPPLIES	1.280	33.30
00.543.00	HIETT SHORTHAND TEST	SUPPLIES	1.281	3.66
00.556.00	HOUSE & GARDENS SHOP	FLOWERS	1.282	15.00
00.541.00	HUMAN BEHAVIOR	SUPPLIES	1.283	14.00
00.561.00	I.B.M.	EQUIP RENTAL	1.284	269.10
00.544.00	I.B.M.	SUPPLIES 18.00		
00.543.01	X X	47.50	1.285	65.50
00.541.00	INFORMATION SYSTEMS CONSULTANTS	SUPPLIES	1.286	10.00
00.543.00	KANSAS STATE TEACHERS COLLEGE	SUPPLIES	1.287	4.40
00.550.00	KERR MCGEE CORP	PRESIDENTS TRAVEL	1.288	14.02
00.530.00	KLAUS RADIO INC	SERVICE	1.289	248.60
00.543.00	LANSFORD PUBL CO	SUPPLIES	1.290	39.35
00.544.00	LIBRARY OF CONGRESS	SUPPLIES	1.291	3.50
00.544.00	KATHRYN LILLYMAN	TUITION REIMB	1.292	90.00
00.545.00	LISTENING LIBRARY INC	BOOKS	1.293	287.89
00.543.00	MACMILLAN SCIENCE CO	SUPPLIES	1.294	438.62
00.544.00	MCGREGOR MAGAZINE AGCY	SUPPLIES	1.295	18.00
00.530.00	MIDWEST VISUAL	SERVICE	1.296	56.45
00.543.00	MILLER PUBL CO	SUPPLIES	1.297	10.00
00.542.00	MULTIGRAPHICS DIV	SUPPLIES	1.298	95.85
00.543.00	NATIONAL ARCHIVES TRUST FUND	SUPPLIES	1.299	32.00
00.531.00	NATL ASSOC COLLEGE & UNIV ATTORNEYS	DUES	1.300	70.00
00.543.00	NATL FARM BOOK CO	SUPPLIES	1.301	9.12
00.545.00	NATL SCHOLASTIC PRESS ASSOC	BOOK	1.302	4.45
00.543.00	NATIONS BUSINESS	SUPPLIES	1.303	7.95
00.550.00	HAROLD NELSON	TRAVEL	1.304	29.40
00.571.00	NORTHERN ILL GAS CO	SERVICE	1.305	4452.31
00.543.00	NORTHERN ILL UNIV	SUPPLIES	1.306	36.10
00.550.00	P S OSBORN	TRAVEL	1.307	31.00
00.547.00	PEN & INK PRINTERS	SUPPLIES	1.308	158.40
00.543.00	PENN STATE UNIV	SUPPLIES	1.309	2.00
00.544.00	MAXINE PETERSEN	TUITION REIMB	1.310	90.00
00.547.00	R L POLK & CO	SUPPLIES	1.311	85.50
00.543.00	POTASH INSTITUTE OF NO.AMERICA	SUPPLIES	1.312	12.00
00.543.00	PYRAMID FILMS	SUPPLIES	1.313	21.75
00.550.02	E L RICE	TRAVEL	1.314	24.05
12.543.00	ROSE DISCOUNT STORES	SUPPLIES	1.315	55.06
00.545.00	ROWMAN & LITTLEFIELD	BOOKS	1.316	39.90
00.550.00	JOHN SAGMOE	TRAVEL	1.317	62.70
00.593.00	CARL SANDBURG COLLEGE	TUITION	1.318	226.20
00.543.00	SARGENT WELCH SCI CO	SUPPLIES	1.319	82.00
00.545.00	SCHLOAT PRODUCTIONS	BOOKS	1.320	43.00
00.543.00	SCIENCE KIT INC	SUPPLIES	1.321	25.36
00.543.00	SCIENTIFIC PRODUCTS	SUPPLIES	1.322	15.90
00.549.00	B F SHAW PRINTING CO	LEGAL AD	1.323	7.60
00.543.00	SOUTHWESTERN PUBL CO	SUPPLIES	1.324	15.10

00543.01	STENOGRAPHIC MACHINES	SUPPLIES	1.325	250.80
00530.03	STERLING BUS MACHINES	SERVICE 30.60		
00541.02	X X X	SUPPLIES 25.20		
00542.00	X X X	40.00		
00541.00	X X X	640.87	1.326	736.67
00543.00	STERLING CAMERA CO	SUPPLIES	1.327	77.93
00543.00	SVC BOOKSTORE	SUPPLIES 29.70		
00543.00	X X	14.98		
00543.00	X X	11.93		
00543.00	X X	27.47		
00543.00	X X	5.78		
00541.00	X X	14.01		
00543.00	X X	10.95		
00541.00	X X	.30		
00541.00	X X	2.35	1.328	117.47
00545.00	TRAINING SERVICES	BOOKS	1.329	30.00
00543.00	NBC EDUC ENTERPRISES	SUPPLIES	1.330	21.00
00541.00	TRUSSELL MFG CO	SUPPLIES	1.331	124.32
00543.00	UNIV OF ILLINOIS	SUPPLIES	1.332	10.10
00543.00	VEGA ENTERPRISES INC	SUPPLIES	1.333	7.70
00545.00	VISUAL PUBLICATIONS	BOOKS	1.334	25.20
00544.00	VITAL SPEECHES	SUPPLIES	1.335	5.00
00531.00	WARD WARD CASTENDYCK ---	SERVICES	1.336	759.00
00543.00	WAYNE STATE UNIV	SUPPLIES	1.337	6.53
00543.00	WELDERS SUPPLY CO	SUPPLIES	1.338	3.50
00544.00	MARY WELLER	TUITION REIMB	1.339	66.00
00545.00	WEST PUBL CO	BOOKS	1.340	61.50
00541.00	WESTINGHOUSE LEARNING CORP	SUPPLIES	1.341	.99
00550.00	ROBERT WHARTON	TRAVEL	1.342	100.00
00545.00	WWW INFORMATION SERV	BOOK	1.343	5.95
00544.00	XEROX CORP	SUPPLIES	1.344	259.00
00544.00	XEROX CORP	SUPPLIES	1.345	84.00
00544.00	DAVID YOUKER	TUITION REIMB	1.346	66.00
	SVC IMPREST FUND	MISC EXPENSES	1.347	551.30
00543.00	SVC PETTY CASH	SUPPLIES 3.00		
00550.00	X X	1.66		
00541.00	X X	5.05	1.348	9.71
00521.00	PRUDENTIAL INS CO	MARCH PREMIUM	1.349	3430.76
00531.00	DIXON YMCA	ARBITRATION HEARING	1.350	8.75

TOTAL BILLS

20557.68

CKS. #1232-1239, VOID CKS #1179 & 1221

138,603.50

TOTAL EDUCATIONAL FUND FOR FEBRUARY

\$ 159,161.18

BUILDING FUND

70-000-530	HONEYWELL INC	SERVICE	3069	\$ 344.75
70-000-544	B & E GERDES WEST AUTO	SUPPLIES	3070	22.46
70-000-530	J L BONNELL & SONS INC	SERVICE	3071	207.16
70-000-544	CARDINAL AUTO PARTS INC	SUPPLIES	3072	86.42
70-000-544	C-B BOILER SERVICE INC	SUPPLIES	3073	25.72
70-000-544	CORNBELT ENGINEERING CO	SUPPLIES	3074	76.88
76-000-573	COMMONWEALTH EDISON	SERVICE	3075	5,598.96
70-000-544	CRESCENT ELEC SUPPLY	SUPPLIES	3076	2.80
70-000-544	DAWSON'S WATER TREATMENT	SUPPLIES	3077	10.50
70-000-544	DIXON MOTORS	SUPPLIES	3078	3.81
70-000-544	FAIRFAX HARDWARE	SUPPLIES	3079	5.99
70-000-544	W W GRAINGER INC	SUPPLIES	3080	32.90
70-000-544	HOME LUMBER CO	SUPPLIES	3081	17.28
70-000-544	HONEYWELL INC	SUPPLIES	3082	13.93
70-000-544	JOHNSTON LUMBER CO	SUPPLIES	3083	8.10
70-000-544	KRADLE'S	SUPPLIES	3084	6.39
70-000-544	LEE FS, INC	SUPPLIES	3085	152.83
70-000-544	MASSEY'S ACE HARDWARE	SUPPLIES	3086	33.58
70-000-544	MASTEN CORP	SUPPLIES	3087	19.49
70-000-530	DAVID MAYES	SERVICE	3088	150.00
70-000-544	MCMASTER CARR SUPPLY	SUPPLIES	3089	123.02
70-000-544	MEYER PRODUCTS INC	SUPPLIES	3090	8.10
70-000-544	MICKY'S LINEN & TOWEL	SUPPLIES	3091	63.39
70-000-530	MONTGOMERY ELEVATOR	SERVICE	3092	281.52
70-000-544	OLLAR HARDWARE CO	SUPPLIES	3093	9.00
70-000-544	P & W SUPPLY CO	SUPPLIES	3094	21.65
70-000-544	REIDLER DECAL CORP	SUPPLIES	3095	86.22
70-000-544	ROCK RIVER GLASS	SUPPLIES	3096	427.56
70-000-544	ROCK VALLEY DISPOSAL	SUPPLIES	3097	10.00
70-000-544	SARGENT WELCH SCIENTIFIC	SUPPLIES	3098	18.00
70-000-530	SIMPLEX TIME RECORDER	SERVICE	3099	57.25
70-000-544	SIMPSON POWELSON LBR CO	SUPPLIES	3100	3.60
90-000-561	STERLING PARK DISTRICT	RENTAL	3101	18.00
70-000-544	STEWART TRUCK & EQUIP	SUPPLIES	3102	9.70
70-000-544	SVC EDUCATIONAL FUND	SUPPLIES	3103	20.05
70-000-544	SVC EDUCATIONAL FUND	SUPPLIES	3104	8.60
70-000-544	SVC BOOKSTORE	SUPPLIES	3105	1.77
70-000-544	UNION 30 TRUCK PORT	SUPPLIES	3106	14.40
70-000-544	WOODROW'S GARAGE	SUPPLIES	3107	34.50
92-000-521	PRUDENTIAL INSURANCE	INSURANCE	3108	694.58

TOTAL BUILDING FUND FOR FEBRUARY

\$8,730.86

# SITE AND CONSTRUCTION FUND

2,586.00	EASTMAN KODAK CO	EQUIPMENT	458	3,750.00
4,586.00	MONROE	EQUIPMENT	459	398.25
2,586.00	SELECTED EDUC AIDS	EQUIPMENT 679.25		
2,586.00	X X X	256.85		
3,586.00	X X X	738.70		
4,586.00	X X X	913.12		
6,586.00	X X X	270.35	460	2,858.27
0,589.00	WARD WARD CASTENDYCK---	SERVICES	461	<u>641.10</u>

TOTAL SITE & CONSTRUCTION FUND FOR FEBRUARY

7,647.62

# INTEREST FUND

-200-543	Doane's Agricultural Report	Supplies	2,483	\$ 21.50
100-543	Moneysworth	Supplies	2,484	5.00
-000-541	Superintendent of Documents	Supplies	2,485	3.00
-200-543	Feedstuffs	Supplies	2,486	19.00
-200-543	Kiplinger Washington Editors	Supplies	2,487	28.00
-000-544	Postmaster	Bulk mailing fee	2,488	30.00
-000-541	Council of North Central Comm. Coll.	Dues	2,489	25.00
-100-543	Small Business Reporter	Supplies	2,490	35.50
-418-543	Robert Crouse	Supplies	2,491	19.82
-000-550	Joseph J. Santow, Exec. Dir.	Self Study Institute	2,492	11.90
-000-541	Burren Transfer Co.	Freight charges	2,493	10.60
-500-543	Scholastic Magazines Inc.	Supplies	2,494	7.77
-200-543	Public Documents Distr. Center	Supplies	2,495	4.10
-000-545	Children's Book Council	Book	2,496	2.95
-000-593	Ill. Valley Comm. College	Tuition	2,497	96.99
-000-545	Harvard University Press	Book	2,498	4.50
-700-543	National League of Nursing	Supplies	2,499	.50
-000-544	Midwest Visual Equipment	Supplies	2,500	2.25
-000-545	Assoc. for Childhood Ed. Internat'l	Book	2,501	1.00
-100-543	Academic Information Service	Supplies	2,502	9.36
-300-543	Mitchell Manuals, Inc.	Supplies	2,503	18.00
-000-547	Carroll County Review	Subsc.	2,504	6.00
-000-550	Jim Barber	Travel	2,505	11.18
-200-543	Beef	Supplies	2,506	2.00
-511-530	Bruce Beelendorf	Modeling	2,507	21.00
-800-541-02	Ill. Council of Local Admin.	Membership	2,508	10.00
-000-545	Environmental Resource Packet Proj.	Books	2,509	10.00
-000-545	Div. of Surveys & Field Services	Book	2,510	3.00
-000-545	Management Counselors, Inc.	Books	2,511	12.50
-000-545	Conceptual Management Publ.	Books	2,512	25.00
-300-543	Michael J. Howlett, Secy of State	Supplies	2,513	2.00
-000-545	Children's Book Council	Book	2,514	4.90
-000-545	Book Bargains	Books	2,515	28.35
-000-545	International City Management Assoc.	Books	2,516	20.50
-000-541	Listening Group	Supplies	2,517	13.13
-000-544	Postmaster	Postage Due Acct.	2,518	25.00
TOTAL DISBURSEMENTS				\$ 551.30

ance in fund - 2472.70  
 bursements - 551.30  
 al in fund - 3024.00

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	49,807.80	49,807.80	41,905.00	7,902.80	91,660.00	41,852.20	41,852.20
DIV OF BUS CONTR SERV	1,367.94	1,367.94	1,367.94	.00	2,050.00	682.06	682.06
DIV OF BUS SUPPLIES	1,431.65	1,431.65	1,048.14	383.51	3,400.00	1,968.35	1,968.35
DIV OF BUS OPEN LAB SUPPLIES	1,688.95	1,688.95	1,438.15	250.80	5,700.00	4,011.05	4,011.05
DIV OF BUS CONF & MEETINGS	356.51	356.51	325.51	31.00	1,200.00	843.49	843.49
DIV OF AGRIC SALARIES	6,699.64	6,699.64	5,465.00	1,234.64	14,725.00	8,025.36	8,025.36
DIV OF AGRIC CONTR SERV	24.50	24.50	24.50	.00	200.00	175.50	175.50
DIV OF AGRIC SUPPLIES	412.10	412.10	268.78	143.32	2,250.00	1,837.90	1,837.90
DIV OF AGRIC CONF & MEETINGS	189.47	189.47	189.47	.00	700.00	510.53	510.53
DIV OF INDUS EDUC SALARIES	27,222.83	27,222.83	22,145.45	5,077.38	58,150.00	30,927.17	30,927.17
DIV OF INDUS EDUC CONTR SERV	5.00	5.00		5.00	600.00	595.00	595.00
DIV OF INDUS EDUC SUPPLIES	1,416.59	1,416.59	1,305.38	111.21	5,000.00	3,583.41	3,583.41
DIV OF INDUS EDUC CONF & MEETINGS	196.08	196.08	196.08	.00	300.00	103.92	103.92
DIV OF SOC SCI SALARIES	56,786.51	56,786.51	46,302.13	10,484.38	106,725.00	49,938.49	49,938.49
DIV OF SOC SCI OFC SALARIES	3,718.80	3,718.80	3,222.96	495.84	5,950.00	2,231.20	2,231.20
DIV OF SOC SCI CONTR SERV		.00		.00	100.00	100.00	100.00
DIV OF SOC SCI SUPPLIES	1,233.84	1,233.84	973.41	260.43	2,000.00	766.16	766.16
DIV OF SOC SCI CONF & MEETINGS	467.40	467.40	355.74	111.66	650.00	182.60	182.60
LAW ENF & FIRE SCI SALARIES	5,370.16	5,370.16	4,380.96	989.20	11,800.00	6,429.84	6,429.84
LAW ENF & FIRE SCI CONTR SERV		.00		.00	100.00	100.00	100.00
LAW ENF & FIRE SCI SUPPLIES	1,668.09	1,668.09	1,504.62	163.47	3,000.00	1,331.91	1,331.91
LAW ENF & FIRE SCI CONF & MEETINGS	25.00	25.00	25.00	.00	100.00	75.00	75.00
DIV OF HUMANITIES SALARIES	100,252.99	100,252.99	81,763.93	18,489.06	190,225.00	89,972.01	89,972.01
DIV OF HUMAN OFC SALARIES	3,364.25	3,364.25	2,868.41	495.84	5,950.00	2,585.75	2,585.75
DIV OF HUMAN CONTR SERV		.00		.00	100.00	100.00	100.00
DIV OF HUMAN SUPPLIES	1,750.52	1,750.52	1,819.03	68.51 CR	3,200.00	1,449.49	1,449.49
DIV OF HUMAN CONF & MEETINGS	177.78	177.78	177.78	.00	850.00	672.22	672.22
ART DEPT CONTR SERV	21.00	21.00		21.00	100.00	79.00	79.00
ART DEPT SUPPLIES	48.51	48.51	30.28	18.23	200.00	151.49	151.49
ART DEPT CONF & MEETINGS	31.00	31.00	31.00	.00	100.00	69.00	69.00
MUSIC DEPT CONTR SERV	180.00	180.00	180.00	.00	600.00	420.00	420.00
MUSIC DEPT SUPPLIES	1,188.98	1,188.98	1,130.54	58.44	1,200.00	11.02	11.02
MUSIC DEPT CONF & MEETINGS	35.00	35.00		35.00	200.00	165.00	165.00
DIV OF MATH SCI SALARIES	55,273.45	55,273.45	45,162.99	10,110.46	111,675.00	56,401.55	56,401.55
DIV OF MATH SCI CONTR SERV	50.50	50.50	50.50	.00	600.00	549.50	549.50
DIV OF MATH SCI SUPPLIES	4,869.52	4,869.52	4,416.76	452.76	7,300.00	2,430.48	2,430.48
DIV OF MATH SCI CONF & MEETINGS	234.51	234.51	234.51	.00	400.00	165.49	165.49
MATH SCI BUS TRIP	3,500.00	3,500.00	3,500.00	.00	3,500.00	.00	.00

**SAUK VALLEY COLLEGE**

**APPROVED BY**

Catherine R. Perkins

**PRESIDENT**

William E. Seyle

**SECRETARY**

**DATE** 2-25-79



Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF HEALTH SCI SALARIES	81,429.67	81,429.67	70,706.67	10,723.00	138,385.00	56,955.33	56,955.33
DIV OF HEALTH SCI OFC SALARIES	3,206.25	3,206.25	2,778.75	427.50	5,130.00	1,923.75	1,923.75
DIV OF HEALTH SCI CONTR SERV		.00		.00	150.00	150.00	150.00
DIV OF HEALTH SCI SUPPLIES	3,613.51	3,613.51	3,433.18	180.33	3,750.00	136.49	136.49
NURSING CAPITATION GRANT	3,514.88	3,514.88	2,084.83	1,430.00	15,087.00	11,572.12	11,572.12
DIV OF HEALTH SCI CONF & MEETINGS	548.51	548.51	519.11	29.40	1,000.00	451.49	451.49
DIV OF PHYS EDUC SALARIES	21,123.23	21,123.23	17,215.29	3,907.94	46,525.00	25,401.77	25,401.77
DIV OF PHYS EDUC SUPPLIES	786.33	786.33	776.97	9.36	2,620.00	1,833.67	1,833.67
DIV OF PHYS EDUC CONF & MEETINGS	85.30	85.30	85.30	.00	200.00	114.70	114.70
INSTR ADMIN SALARIES	27,499.95	27,499.95	23,833.29	3,666.66	44,000.00	16,500.05	16,500.05
PART TIME OVERLOAD SALARIES	34,104.82	34,104.82	33,171.50	933.32	67,400.00	33,295.18	33,295.18
INSTR ADMIN SECR SALARIES	15,192.95	15,192.95	13,170.69	2,026.26	24,315.00	9,118.05	9,118.05
SUMMER SESSION SALARIES	60,591.84	60,591.84	60,591.84	.00	61,000.00	408.16	408.16
INSTR ADMIN FED WORK STUDY/BUNCH	3,817.40	3,817.40	3,307.40	510.00	6,663.00	2,845.60	2,845.60
INSTR ADMIN FED WORK STUDY/RICE	3,492.00	3,492.00	3,106.80	385.20	5,922.00	2,430.00	2,430.00
INSTR ADMIN CONTR SERV/BUNCH		.00		.00	50.00	50.00	50.00
INSTR ADMIN CONTR SERV-RICE		.00		.00	50.00	50.00	50.00
WORKROOM CONTR SERV	938.20	938.20	907.60	30.60	975.00	36.80	36.80
UNALLOCATED CONTR SERV	246.02	246.02	246.02	.00	1,925.00	1,678.98	1,678.98
INSTR ADMIN OFC SUPPLIES/BUNCH	162.01	162.01	145.27	16.74	700.00	537.99	537.99
INSTR ADMIN OFC SUPPLIES/RICE	393.10	393.10	251.54	141.56	1,000.00	606.90	606.90
WORKROOM SUPPLIES	166.58	166.58	180.81	14.23 CR	1,000.00	833.42	833.42
INSTITUTIONAL COMMITTEES SUPPLIE S	28.76	28.76	24.67	4.09	250.00	221.24	221.24
TUITION REIMBURSEMENT	21,095.50	21,095.50	15,275.50	5,820.00	6,000.00	3,890.50	3,890.50
INSTR ADMIN CONF & MEETINGS/BUNCH	73.20	73.20	73.20	.00	400.00	326.80	326.80
INSTR ADMIN CONF & MEETINGS/RICE	67.44	67.44	43.39	24.05	575.00	507.56	507.56
DEVELOPMENTAL PROG CONTR SERV		.00		.00	200.00	200.00	200.00
DEV PROGRAM SUPPLIES	589.47	589.47	555.25	34.22	700.00	110.53	110.53
DEV CONF & MEETINGS	197.86	197.86	197.86	.00	400.00	202.14	202.14
LEARNING RES PROF SALARIES	26,955.19	26,955.19	23,048.93	3,906.26	46,875.00	19,919.81	19,919.81
LEARNING RES SECR SALARIES	10,986.86	10,986.86	9,570.60	1,416.26	17,315.00	6,328.14	6,328.14
LEARNING RES FED WORK STUDY	2,613.60	2,613.60	2,274.40	339.20	4,420.00	1,806.40	1,806.40
LEARNING RES CONTR SERV	463.66	463.66	158.61	305.05	1,200.00	736.34	736.34
LEARNING RES SUPPLIES	8,409.19	8,409.19	9,241.87	832.68 CR	10,000.00	1,590.81	1,590.81
LIBRARY BOOKS	15,802.41	15,802.41	13,012.99	2,789.42	27,000.00	11,197.59	11,197.59
LEARNING RES CONF & MEETINGS	81.50	81.50	81.50	.00	200.00	118.50	118.50
ADM & RECORDS SALARIES	19,300.05	19,300.05	16,726.71	2,573.34	30,880.00	11,579.95	11,579.95
ADM & RECORDS SECR SALARIE S	13,806.37	13,806.37	11,993.21	1,813.16	21,110.00	7,303.63	7,303.63

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
REG OFC FED WORK STUDY	1,967.60	1,967.60	1,815.20	152.40	2,520.00	552.40	552.40
ADM & RECORDS SUPPLIES	1,246.95	1,246.95	1,140.44	106.51	2,000.00	753.05	753.05
ADM & RECORDS CONF & MEETINGS		.00		.00	350.00	350.00	350.00
COUNSELING SALARIES	48,251.30	48,251.30	41,650.46	6,600.84	77,860.00	29,608.70	29,608.70
COUNSELING SECR SALARIES	3,194.96	3,194.96	2,754.54	440.42	5,285.00	2,090.04	2,090.04
HEALTH SERVICES SUPPLIES	18.10	18.10	18.10	.00	300.00	281.90	281.90
FINANCIAL AIDS PROF SALARIES	10,468.80	10,468.80	9,072.96	1,395.84	16,750.00	6,281.20	6,281.20
FIN AIDS SECR SALARIES	3,945.78	3,945.78	3,389.18	556.60	5,530.00	1,584.22	1,584.22
VETERANS GRANT SALARIES	4,200.00	4,200.00	3,500.00	700.00	7,000.00	2,800.00	2,800.00
VETERANS GRANT CONTR SERV		.00		.00	200.00	200.00	200.00
VETERANS GRANT SUPPLIES	519.74	519.74	504.24	15.50	1,223.00	703.26	703.26
VETERANS GRANT CONF & MEETINGS	347.93	347.93	386.13	38.20 CR	1,000.00	652.07	652.07
VETERANS GRANT EQUIPMENT	355.50	355.50	355.50	.00	1,000.00	644.50	644.50
STUDENT SERV ADMIN SALARIES	13,125.00	13,125.00	11,375.00	1,750.00	21,000.00	7,875.00	7,875.00
STUDENT SERV SECR SALARIES	3,592.67	3,592.67	3,102.25	490.42	5,885.00	2,292.33	2,292.33
STUDENT SERV FED WORK STUDY	9,645.97	9,645.97	8,703.12	942.85	12,665.00	3,019.03	3,019.03
STUDENT SERV CONTR SERV		.00		.00	225.00	225.00	225.00
STUDENT SERV SUPPLIES	1,817.26	1,817.26	1,606.16	211.10	5,700.00	3,882.74	3,882.74
SPECIAL STUDENT RECRUITMENT	154.35	154.35	154.35	.00	2,150.00	1,995.65	1,995.65
COMMENCEMENT	69.68	69.68	69.68	.00	2,500.00	2,430.32	2,430.32
STUDENT SERV CONF & MEETINGS	815.44	815.44	776.24	39.20	2,550.00	1,734.56	1,734.56
PUBLIC SERV ADMIN SALARIES	2,375.00	2,375.00	2,375.00	.00	3,500.00	1,125.00	1,125.00
PUB SERV INSTR SALARIES	10,172.00	10,172.00	9,122.00	1,050.00	35,000.00	24,828.00	24,828.00
PUB SERV COORDINATOR	750.00	750.00	750.00	.00	2,100.00	1,350.00	1,350.00
PUB SERV SUPPLIES	414.62	414.62	337.37	77.25	500.00	85.38	85.33
PUB SERV CONF & MEETINGS	411.13	411.13	295.05	116.08	500.00	88.87	88.87
DATA PROC PROF SALARIES	19,359.30	19,359.30	16,773.06	2,581.24	30,975.00	11,615.70	11,615.70
DATA PROC NON ACADEM SALARIES	7,871.85	7,871.85	6,822.27	1,049.58	12,595.00	4,723.15	4,723.15
DATA PROC FED WORK STUDY	1,388.00	1,388.00	1,245.60	142.40	2,785.00	1,397.00	1,397.00
DATA PROC SUPPLIES	1,388.85	1,388.85	1,335.07	53.78	3,300.00	1,911.15	1,911.15
DATA PROC CONF & MEETINGS	223.70	223.70	223.70	.00	500.00	276.30	276.30
DATA PROC EQUIP RENTAL	30,983.80	30,983.80	30,714.70	269.10	47,900.00	16,916.20	16,916.20
MAINT PROF SALARIES	8,906.25	8,906.25	7,718.75	1,187.50	14,450.00	5,543.75	5,543.75
SERVICE STAFF SALARIES	121,526.61	121,526.61	105,031.67	16,494.94	210,480.00	88,953.39	88,953.39
MAINT FED WORK STUDY	10,893.15	10,893.15	9,254.40	1,638.75	30,585.00	19,691.85	19,691.85
MAINT FED WORK STUDY MATRONS	5,177.15	5,177.15	4,400.17	776.98		5,177.15 CR	5,177.15 CR
GAS	21,790.51	21,790.51	17,338.20	4,452.31	52,000.00	30,209.49	30,209.49
TELEPHONE	10,451.70	10,451.70	9,131.34	1,320.36	19,000.00	8,548.30	8,548.30

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PRESIDENTS SALARY	18,750.00	18,750.00	16,250.00	2,500.00	28,000.00	9,250.00	9,250.00
PRES SECR SALARY	4,158.32	4,158.32	3,508.32	650.00	7,800.00	3,641.68	3,641.68
PRES OFC CONTR SERV		.00		.00	175.00	175.00	175.00
PRES OFC SUPPLIES	918.11	918.11	717.86	200.25	1,500.00	581.89	581.89
PRES OFC CONF & MEETINGS	1,053.29	1,053.29	1,139.44	86.15 CR	1,800.00	746.71	746.71
SPECIAL AFFAIRS	340.28	340.28	302.33	37.95	1,000.00	659.72	659.72
PRES VEHICLE EXPENSE	345.65	345.65	345.65	.00	1,000.00	654.35	654.35
BUS OFC ADMIN SALARIES	17,187.45	17,187.45	14,895.79	2,291.66	27,500.00	10,312.55	10,312.55
BUS OFC PROF SALARIES	10,624.95	10,624.95	9,208.29	1,416.66	17,000.00	6,375.05	6,375.05
BUS OFC SECR SALARIES	24,637.52	24,637.52	21,326.56	3,310.96	49,490.00	24,852.48	24,852.48
BUS OFC FED WORK STUDY	2,304.00	2,304.00	1,885.60	418.40	4,690.00	2,386.00	2,386.00
BUS OFC CONTR SERV	1,284.95	1,284.95	1,284.95	.00	1,700.00	415.05	415.05
BUS OFC SUPPLIES	204.93 ◊	204.93 CR	140.07 ◊	64.86 CR	6,025.00	6,229.93	6,229.93
BUS OFC CONF & MEETINGS	644.84	644.84	644.84	.00	1,300.00	655.16	655.16
PUBLIC RELA PROF SALARIES	10,246.87	10,246.87	8,880.61	1,366.26	16,395.00	6,148.13	6,148.13
PUB RELA SECR SALARIES	3,548.69	3,548.69	3,075.35	473.34	5,680.00	2,131.31	2,131.31
PUB RELA SUPPLIES	12,984.22	12,984.22	11,831.32	1,152.90	22,500.00	9,515.78	9,515.78
PUB RELA CONF & MEETINGS	74.15	74.15	74.15	.00	500.00	425.85	425.85
AUDITING & LEGAL	8,499.19	8,499.19	7,661.44	837.75	8,000.00	499.19 CR	499.19 CR
ELECTIONS & OTHER	111.25	111.25	92.40	18.85	2,000.00	1,888.75	1,888.75
BOARD CONF & MEETINGS	718.64	718.64	718.64	.00	800.00	71.36	71.36
GROUP MEDICAL & LIFE INS	16,516.74	16,516.74	15,409.80	1,106.94	23,000.00	6,483.26	6,483.26
UNALLOCATED CONTR SERV	880.47	880.47	880.47	.00	1,675.00	794.53	794.53
FACULTY ASSN SUPPLIES	51.73	51.73	48.72	3.01	200.00	148.27	148.27
POSTAGE	5,775.33	5,775.38	5,080.30	695.08	8,550.00	2,774.62	2,774.62
PUBLICATIONS & DUES	2,445.20	2,445.20	2,445.20	.00	3,200.00	754.80	754.80
ADVERTISING	201.27	201.27	201.27	.00	500.00	298.73	298.73
RECRUITMENT		.00		.00	1,000.00	1,000.00	1,000.00
GENERAL INSURANCE	11,147.00	11,147.00	11,658.00	511.00 CR	14,000.00	2,853.00	2,853.00
CAPITAL OUTLAY	2,408.00	2,408.00	2,408.00		13,600.00	11,192.00	11,192.00
TUITION CHARGE BACK	4,077.42	4,077.42	3,754.23	323.19	15,000.00	10,922.58	10,922.58
CONTINGENCIES		.00		.00	20,770.00	20,770.00	20,770.00
	1,213,019.78	1,213,019.78	1,057,689.91	155,329.87	2,184,145.00	971,125.22	971,125.22

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MAINT CONTR SERV	10128.14	10128.14	9087.46	1040.68	15000.00	4871.86	4871.86
MAINT SUPPLIES	9427.84	9427.84	8053.55	1374.29	49500.00	40072.16	40072.16
KITCHEN SUPPLIES	700.58	700.58	700.58	.00	3000.00	2299.42	2299.42
MAINT CONF & MEETINGS	460.65	460.65	460.65	.00	1000.00	539.35	539.35
ELECTRICITY	38257.72	38257.72	32653.76	5598.96	81500.00	43242.23	43242.23
RENTAL	234.00	234.00	216.00	18.00	1500.00	1266.00	1266.00
SERVICE EQUIPMENT		.00		.00	8400.00	8400.00	8400.00
GROUP MEDICAL & LIFE INS	3562.22	3562.22	3346.64	215.58	6000.00	2437.73	2437.73
	62771.15 T	62771.15 T	54523.64 T	8247.51 T	165900.00 T	103128.85 T	103128.85 T

BOND & INTEREST I

DEBT PRINCIPAL RETIREMENT	200000.00	200000.00	200000.00	.00	200000.00	.00	.00
INTEREST	55225.00	55225.00	55225.00	.00	106750.00	51525.00	51525.00
OTHER CHARGES	155.62	155.62	155.62	.00	350.00	194.38	194.38
	255380.62 T	255380.62 T	255380.62 T	.00 T	307100.00 T	51719.38 T	51719.38 T

BOND & INTEREST II

DEBT PRINCIPAL RETIREMENT	75000.00	75000.00	75000.00	.00	75000.00	.00	.00
INTEREST	32766.34	32766.34	32766.34	.00	32667.00	99.34 CR	99.34 CR
OTHER CHARGES	22.50	22.50	22.50	.00	583.00	560.50	560.50
	107788.84 T	107788.84 T	107788.84 T	.00 T	108250.00 T	461.16 T	461.16 T

SITE & CONSTRUCTION FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
SITE IMPROVEMENT	32,398.58	32,398.58	32,398.58	.00	10,000.00	22,398.58 CR	22,398.58 CR
HOLDING POND	242.06	242.06	242.06	.00	75,000.00	74,757.94	74,757.94
WELDING LAB	1,692.94	1,692.94	1,692.94	.00		1,692.94 CR	1,692.94 CR
BUILDING IMPROVEMENTS		.00		.00	25,000.00	25,000.00	25,000.00
OFFICE EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
INSTR EQUIPMENT	38.40	38.40	38.40	.00	10,000.00	9,961.60	9,961.60
SERVICE EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
OTHER CAPITAL OUTLAY	5,646.69	5,646.69	5,005.59	641.10	10,000.00	4,353.31	4,353.31
VOC EDUC SECRETARIAL	24,324.30	24,324.30	24,324.30	.00		24,324.30 CR	24,324.30 CR
VOC EDUC BUSINESS MRKTG	5,614.93	5,614.93	4,303.56	1,311.37		5,614.93 CR	5,614.93 CR
HEALTH OCCUPATIONS	4,651.40	4,651.40	644.55	4,006.85		4,651.40 CR	4,651.40 CR
HUMAN SERVICES	3,065.20	3,065.20	2,328.30	736.90		3,065.20 CR	3,065.20 CR
LAW ENFORCEMENT	14,768.61	14,768.61	14,089.36	679.25		14,768.61 CR	14,768.61 CR
LIBRARY TECH	50.00 ◊	50.00 CR	50.00 ◊	.00		50.00	50.00
LIBRARY GENERAL	1,748.03	1,748.03	1,477.68	270.35		1,748.03 CR	1,748.03 CR
	94,141.14 T	94,141.14 T	86,495.32 T	7,645.82 T	150,000.00 T	55,858.86 T	55,858.86 T

# REVENUE REPORT

## EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1972 TAXES	533590.41	533590.41	533590.41	.00	522144.00	11446.41 CR	11446.41 CR
BACK TAXES	1872.82	1872.82	1862.94	9.88		1872.82 CR	1872.82 CR
CHARGE BACK REVENUE	10615.88	10615.88	10615.88	.00	71000.00	60384.12	60384.12
STATE APPORT SUMMER 1973	56092.00	56092.00	56092.00	.00	49500.00	6592.00 CR	6592.00 CR
STATE APPORT FALL 1973	313630.50	313630.50		313630.50	343395.00	29764.50	29764.50
STATE APPORT SPRING 1974		.00		.00	320502.00	320502.00	320502.00
IJCB VOC GRANT	26480.00	26480.00	3670.00	22810.00	45000.00	18520.00	18520.00
IJCB COMM EDUC GRANT	3462.00	3462.00	3462.00	.00		3462.00 CR	3462.00 CR
VOC TECH EDUC	28268.00	28268.00	28268.00	.00	57750.00	29482.00	29482.00
HEW TITLE II		.00		.00	5000.00	5000.00	5000.00
FEDERAL WORK STUDY	32374.09	32374.09	26623.05	5751.04	57950.00	25575.91	25575.91
VETERANS COST OF INSTR		.00		.00	10423.00	10423.00	10423.00
NURSING CAPITATION & OTHER FED		.00		.00	15087.00	15087.00	15087.00
TUITION SUMMER 1973	36431.69	36431.69	36431.69	.00	36000.00	431.69 CR	431.69 CR
TUITION FALL 1973	248110.64	248110.64	125000.00	123110.64	246500.00	1610.64 CR	1610.64 CR
TUITION SPRING 1974		.00		.00	229600.00	229600.00	229600.00
IN LIEU OF TUITION	644.00	644.00	644.00	.00		644.00 CR	644.00 CR
GRADUATION FEES	130.00	130.00	130.00	.00		130.00 CR	130.00 CR
TRANSCRIPT FEES	379.00	379.00	269.00	110.00	500.00	121.00	121.00
APPLICATION FEES	170.00	170.00	20.00	150.00		170.00 CR	170.00 CR
INTEREST ON INVESTMENTS	21587.91	21587.91	13831.25	7756.66	18500.00	3087.91 CR	3087.91 CR
OTHER REVENUE	2512.19	2512.19	2316.37	195.82	2100.00	412.19 CR	412.19 CR
DATA PROC REVENUE	224.78	224.78	116.10	108.68		224.78 CR	224.78 CR

1316575.91 T 1316575.91 T 842942.69 T 473633.22 T 2030951.00 T 714375.09 T 714375.09 T

## BUILDING FUND

1972 TAXES	133397.09	133397.09	133397.09	.00	130536.00	2861.09 CR	2861.09 CR
BACK TAXES	468.20	468.20	465.73	2.47		468.20 CR	468.20 CR
INTEREST ON INVESTMENTS		.00		.00	100.00	100.00	100.00
MISC REVENUE	9191.75	9191.75	8317.53	874.22	14000.00	4808.25	4808.25

143057.04 T 143057.04 T 142180.35 T 876.69 T 144636.00 T 1578.96 T 1578.96 T

BOND AND INTEREST I

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1972 TAXES	323,044.98	323,044.98	323,044.98	.00	316,590.00	6,454.98 CR	6,454.98 CR
BACK TAXES	1,083.64	1,083.64	1,077.96	5.68		1,083.64 CR	1,083.64 CR
INTEREST ON INVESTMENTS	6,644.25	6,644.25	6,644.25	.00	7,500.00	855.75	855.75
	330,772.87 T	330,772.87 T	330,767.19 T	5.68 T	324,090.00 T	6,682.87 CR	6,682.87 CR

## BOND AND INTEREST II

1972 TAXES	108,274.38	108,274.38	108,274.38	.00	106,110.00	2,164.38 CR	2,164.38 CR
INTEREST ON INVESTMENTS	2,061.61	2,061.61	2,061.61	.00	1,500.00	561.61 CR	561.61 CR
	110,335.99 T	110,335.99 T	110,335.99 T	.00 T	107,610.00 T	2,725.99 CR	2,725.99 CR

## SITE AND CONSTRUCTION FUND

VOC ED REIMBURSEMENT	50.00 <	50.00 CR		50.00 CR		50.00	50.00
FACILITIES REVENUE	28,000.00	28,000.00	24,000.00	4,000.00	48,000.00	20,000.00	20,000.00
INTEREST ON INVESTMENTS	17,021.47	17,021.47	16,336.89	684.58	18,000.00	978.53	978.53
	44,971.47 T	44,971.47 T	40,336.89 T	4,634.58 T	66,000.00 T	21,028.53 T	21,028.53 T

## WORKING CASH

INTEREST ON INVESTMENTS	3,001.74	3,001.74	3,001.74	.00	2,500.00	501.74 CR	501.74 CR
	3,001.74 T	3,001.74 T	3,001.74 T	.00 T	2,500.00 T	501.74 CR	501.74 CR

**SAUK VALLEY COLLEGE**

**APPROVED BY**

Catherine R. Perkins  
**PRESIDENT**

William E. Seyle  
**SECRETARY**

**DATE** 2-25-74