

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Conference Room, Third Floor, 3L14
September 23, 1974 8:00 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 1974-75 operating budget
7. Approval of termination of lease - Center for Human Development
8. Appointment of 1 Board of Trustee Member to
Long Range Planning Committee
9. Approval of Coordinator for Food Service Associate Degree Program
10. Other items

E. Old Business

1. Discussion of utilization of facilities policy
2. Progress report on negotiations
3. Progress report on food services
4. Other items

F. New Business

1. Utilization of T2 - Discussion with architects
2. Other items

G. President's Report

1. Enrollment report
2. North Central progress report
3. Veterans' Advisory Committee
4. Child Care Director
5. Report on Presidents' Council Meeting
6. Minutes of SVC Committee meetings
7. Other items

H. Time of next meeting

I. Adjournment

MINUTES OF SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

September 23, 1974

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on September 23, 1974 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Coplan called the meeting to order at 8:00 p.m. and the following members answered roll call:

Arman Gaulrapp	Peter Gray
Henry Kobbeman	Oscar Koenig
Greg Rehner	William Reigle
Robert Wolf	Ronald Coplan

Minutes: It was moved and seconded that the minutes of the regular meeting held September 9 and the adjourned meeting of September 12 be approved as presented. Motion voted and carried.

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

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

Educational Fund	\$165,031.64
Building Fund	1,292.41
Site & Construction	1,499.93

In a roll call vote, the following was recorded: Ayes Members Gaulrapp, Gray, Kobbeman, Koenig, Reigle, Wolf and Coplan. Nays-0. Motion carried.

Payroll: It was moved and seconded that the payroll of August 31 in the amount of \$44,163.72 and the payroll of September 15 in the amount of \$71,387.93 be approved as presented. In a roll call vote, all voted aye. Motion carried.

1974-75
Budget Hearing:

Chairman Coplan noted that notice having been published as prescribed by law, that this day of Monday, September 23 had been set for the public hearing on the Sauk Valley College budget for the fiscal year 1974-75. Mr. Coplan declared the hearing to be in session and noted that the Board would entertain any questions about the budget which had been available for public inspection since August 13, 1974.

Since there were no questions or comments, it was moved and seconded that the Board of Trustees of Sauk Valley College approve the attached budget for the 1974-75 fiscal year in the following amounts:

Educational Fund	\$2,503,541
Building Fund	139,900
Site and Construction	150,000
Bond and Interest #1	324,500
Bond and Interest #2	112,100
Bookstore	119,715
Restricted Purpose Fund	45,385
Child Care Center	7,750

In a roll call vote, the following was recorded: Ayes Members Gaulrapp, Gray, Kobbeman, Koenig, Reigle, Wolf and Coplan. Nays-0. Motion carried.

Levy:

The Board then discussed the question of ascertaining the amount of money to be raised from tax revenues for the Educational and Building Funds. It was moved and seconded that the Board of Trustees of Sauk Valley College, District #506, Counties of Lee, Whiteside, Ogle, Henry and Bureau, in the State of Illinois, having ascertained that the amount of \$690,000 will be levied in the Educational Fund and \$172,500 in the Building Fund for the ensuing year and that these amounts shall be certified and returned to the County Clerks in the above listed counties on or before September 25, 1974, hereby authorize the Chairman and Secretary to certify the tax levying in the manner and form as prescribed by statute. In a roll call vote, all voted aye. Motion carried.

Long Range
Planning
Committee:

Chairman Coplan appointed Robert Wolf to serve as the Board representative on the Long Range Planning Committee.

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Food Service Coordinator: It was moved and seconded that the Board approve the hiring of a professional to investigate the feasibility of developing an Associate Degree Program in Food Service. This person will be required to spend between 110 and 135 hours on this task and shall be paid the amount of \$2, 000. In a roll call vote, all voted aye. Motion carried.

Facilities Use Policy: Discussion was held on the Facilities Use Policy and changes discussed were as follows:

1. Assess a % rate of profit for commercial activities as an alternative to a flat rate rental fee.
2. Name the people on the Building Utilization Committee
3. Page #3 (Par. #2) Line 5 should read... "prohibited on or in college property.

Discussion Items: Discussion was held on Faculty Negotiations, Food Service bids due at the college on September 27, and the pre-trial conferences being held on the Donovan case.

Welding Lab: Discussion was held on the feasibility of remodeling the T-2 facility for a welding lab or building a new facility in that vicinity to house this lab. Dean Williams presented a report outlining his space needs for the 1970's. The Board then requested Dean Edison contact Anixter to see what their future space requirements might be. This item will be discussed further at the October 2 adjourned meeting.

Center for Human Development: It was moved and seconded that the Board of Trustees of Sauk Valley College approve the termination of the lease on T-2 with the Center for Human Development (at their request) as of October 31, 1974 with the stipulation that the Center is to pay their rent for the months of November and December of 1974 and January of 1975; the Center is further authorized to remove the kitchen cabinets and the children-sized toilets which they installed. In a roll call vote, all voted aye. Motion carried.

Radiologic Technology: Dr. Gray reported that he had received some questions on the Associate Degree in Radiologic Technology program.

Veteran's Advisory Committee: Chairman Coplan appointed Mr. William Reigle to serve as the Board representative on the Veteran's Advisory Committee.

Dr. Cole's Report: President Cole reported that enrollment was at 2,107 heads for 19,560 credit hours. This compares with 1,973 heads and 18,693 credit hours last year at this time. He also reported on the North Central report, the resignation of Beverly Ohda of the Child Care, the President's Council meeting, the conference to be held in Chicago for Presidents and Board Trustees on October 24 and 25, the Open House on Sunday for new employees, and the faculty workload for Fall, 1974.

Executive Session: At 9:53 p.m. it was moved and seconded that the Board adjourn to executive session. In a roll call vote, all voted aye. Motion carried.

Regular Session: At 10:20 p.m. it was moved and seconded that the Board return to regular session. In a roll call vote, all voted aye. Motion carried.

Adjournment: Since there was no further business, it was moved and seconded that the Board adjourn to 8 p.m. October 2, 1974. In a roll call vote, all voted aye. Motion carried.

The Board adjourned at 10:27 p.m.

Respectfully submitted:



Arman Gaulrapp, Secretary

STATE OF ILLINOIS
ILLINOIS JUNIOR COLLEGE BOARD
544 Illes Park Place, Springfield, Illinois 62706

IJC8-TL 1

CERTIFICATE OF TAX LEVY

Lee, Whiteside, Ogle, Henry,
of Junior College District No. 506 County(ies) of Bureau and Carroll and State of Illinois

AMOUNT OF LEVY

Educational	\$ <u>690,000</u>	Working Cash	\$ _____
Building	\$ <u>172,500</u>	Other (Specify)	\$ _____
Municipal Retirement		\$ _____ (Class II Districts Only)	
TOTAL LEVY		\$ <u>862,500</u>	

We hereby certify that we require the sum of 690,000 dollars to be levied as a special tax for educational purposes, and the sum of 172,500 dollars to be levied as a special tax for building purposes, and the sum of dollars to be levied as a special tax for Municipal Retirement (Class II Districts only) purposes, and the sum of dollars to be levied as a special tax for working cash purposes, and the sum of dollars to be levied as a special tax for (specify) purposes on the taxable property of our junior college district for the year 1974.

Signed this 23rd day of September 1974

Donald F. Caylor
Chairman of the Board of Said Junior College District
Erman J. Ulrich
Secretary of the Board of Said Junior College District

When any junior college district is authorized to issue bonds, the junior college board shall file in the office of the county clerk of each county in which any part of the junior college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the junior college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said junior college district which have not been paid in full _____

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the junior college district is located on or before the last Tuesday in September.

DETACH AND RETURN TO JUNIOR COLLEGE DISTRICT

This is to certify that the certificate of Tax Levy for Junior College District No. 506 County(ies) of Lee, Whiteside, Ogle, Henry, Bureau and Carroll and State of Illinois on the equalized assessed value of all taxable property of said junior college district for the year 1974 was filed in the office of the County Clerk of this county on 19.

In addition to an extension of taxes authorized by levies made by the board of said junior college district, an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as provided in the original resolution(s), for said purpose for the year 1974 is \$ _____.

County Clerk

WHITESIDE

County

Date 9-24-74



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

SAUK VALLEY COLLEGE DIST. NO. 506

Rural Route #1
Street Address

Dixon, Illinois
City

JUNIOR COLLEGE DISTRICT ANNUAL BUDGET

July 1, 1974 - June 30, 1975

TABLE I
SUMMARY OF 1974-75 ESTIMATED BUDGET BY FUND

OPERATIONAL FUNDS

	<u>Educational Fund</u>	<u>Building and Maintenance Fund</u>	<u>Total Operating</u>
1. Beginning Balance	256,797	40,052	296,849
2. Estimated Revenues	2,261,247	142,321	2,403,568
3. Estimated Expenditures	2,503,541	139,900	2,643,441
4. Estimated Transfer to Site & Construction Fund *	-0-	-0-	-0-
5. Estimated Ending Balance of (Deficit)	14,503	42,473	56,976

SPECIAL FUNDS

	<u>Site and Construction Fund</u>	<u>Bond and Interest Fund #1</u>	<u>Bond and Interest Fund #2</u>	<u>Working Cash Fund</u>
1. Beginning Balance	613,589	94,548	2,568	498,826
2. Estimated Revenues	67,500	337,333	144,585	4,000
3. Estimated Expenditures	150,000	324,500	112,100	-0-
4. Estimated Ending	531,089	107,381	5,053	502,826

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

Official Budget was approved by the:

BOARD OF TRUSTEES ON September 23, 1974

ATTEST: Orman Gaultopp
Secretary, Board of Trustees

TABLE II

SUMMARY OF 1974-75 ESTIMATED REVENUES BY SOURCE

REVENUE BY SOURCE	Educational Fund	Building and Maintenance Fund	Total Operating	%
Local Governmental Sources				
Current Taxes	546,084	136,521	682,605	28.4
Back Taxes	-0-	-0-	-0-	-
Payment in Lieu of Taxes	-0-	-0-	-0-	-
Charge-Back Revenue	8,000	-0-	8,000	.3
Other	-0-	-0-	-0-	-
Total Local Government	554,084	136,521	690,605	28.7
State Governmental Sources				
State Apportionment:				
Flat Grant	864,788	-0-	864,788	36.0
Equalization	-0-	-0-	-0-	-
Special Grant	-0-	-0-	-0-	-
Vocational Ed. Allocation*	82,500	-0-	82,500	3.4
Other (State Work Study)	3,192	-0-	3,192	.1
Total State Government	950,480	-0-	950,480	39.5
Federal Governmental Sources				
Title VI - Work Study	82,934	-0-	82,934	3.5
Vocational Ed. Allocation*	-0-	-0-	-0-	-
H.E.W. Grant	5,000	-0-	5,000	.2
Title II Library Grant	-0-	-0-	-0-	-
Veterans Cost of Instruction	11,440	-0-	11,440	.5
Nursing Capitation Grant	15,000	-0-	15,000	.7
Other	1,000	-0-	1,000	.0
Total Federal Government	115,374	-0-	115,374	4.9
Student Tuition and Fees				
Tuition	552,959	-0-	552,959	23.0
Fees	1,250	-0-	1,250	.0
Public Services Income	4,500	-0-	4,500	.2
Other	-0-	-0-	-0-	-
Total Tuition and Fees	558,709	-0-	558,709	23.2
Cosmetology	60,000	-0-	60,000	2.5
Other Sources				
Sales and Service Fees	-0-	-0-	-0-	-
Facilities Revenue	-0-	-0-	-0-	-
Interest on Investments	20,000	2,000	22,000	.9
Non-governmental Gifts, Grants and Bequests	-0-	-0-	-0-	-
Other Revenue	2,600	3,800	6,400	.3
Total Other Sources	22,600	5,800	28,400	1.2
TOTAL CURRENT REVENUE	<u>2,261,247</u>	<u>142,321</u>	<u>2,403,568</u>	<u>100.0</u>

*Based upon a percentage estimate.

TABLE III
SUMMARY OF 1974-75 OPERATING BUDGETED EXPENDITURES

	Educational Fund	Building and Maintenance Fund	Total Operating	%
<u>BY FUNCTION</u>				
Instruction	1,227,103	-0-	1,227,103	46.4
Academic Support	114,355	-0-	114,355	4.3
Student Services	246,933	-0-	246,933	9.3
Public Service	4,500	-0-	4,500	.2
Organized Research	-0-	-0-	-0-	-
Independent Operations	-0-	-0-	-0-	-
Operation and Maintenance of Plant	367,540	124,000	491,540	18.6
General Administration	214,103	-0-	214,103	8.1
Institutional Support	329,007	15,900	344,907	13.1
TOTAL 1974-75 BUDGETED EXPENDITURES	<u>2,503,541</u>	<u>139,900</u>	<u>2,643,441</u>	<u>100.0</u>
<u>BY OBJECT</u>				
Salaries	1,886,411	-0-	1,886,411	71.4
Employee Benefits	23,000	6,000	29,000	1.1
Contractual Services	111,650	-0-	111,650	4.2
*General Materials & Supplies	151,210	48,000	199,210	7.6
Conference & Meeting Expense	23,350	1,000	24,350	.9
Fixed Charges	14,500	1,500	16,000	.6
Utilities	62,500	75,000	137,500	5.2
Capital Outlay	31,300	8,400	39,700	1.5
**Other	103,850	-0-	103,850	3.9
Provision for Contingency	95,770	-0-	95,770	3.6
TOTAL 1974-75 BUDGETED EXPENDITURES	<u>2,503,541</u>	<u>139,900</u>	<u>2,643,441</u>	<u>100.0</u>

* Includes "Nursing Capitation Grant" - \$15,000

**Other:

Commencement	4,000	Recruitment	1,000
NCR Rental	47,900	Tuition Charge-Back	22,500
Special Affairs	1,000	Tuition Reimburse-	
Postage	12,600	ment	6,000
Publications & Dues	6,200	Recruitment at	
Advertising	500	Fairs, etc.	2,150
			103,850

TABLE IV.
ESTIMATED CURRENT TAX RECEIPTS 1974-75

<u>ACCRUAL BASIS</u>	<u>Educational Fund</u>	<u>Building and Maintenance Fund</u>	<u>Bond & Interest Fund #1</u>	<u>Bond & Interest Fund #2</u>	<u>Total</u>
1. Current Tax Levy	554,423	138,606	333,333	114,807	1,141,169
2. Legal Maximum Rate	12¢	3¢	None	None	
3. Estimated Rate	12¢	3¢	7.215¢	2,485¢	
4. Estimated Accumulation Rate		None			None
5. Gross Levy	554,423	138,606	333,333	114,807	1,141,169
6. Collection Loss and Cost	8,339	2,085	5,000	1,722	17,146
7. Net Levy	546,084	136,521	328,333	113,085	1,124,023

ASSESSED VALUATION 462,019,427 Year 1973.

TABLE V

ESTIMATED CURRENT TAX RECEIPTS 19 ____

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

1974-75 ESTIMATED REVENUES

<u>EDUCATIONAL FUND REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		554,084
Current Taxes	546,084	
Back Taxes	-0-	
Payment in Lieu of Taxes	-0-	
Charge-back Revenue	8,000	
Other	-0-	
State Governmental Sources		950,480
State Apportionment:		
Flat Grant	864,788	
Equalization	-0-	
Special Grant	-0-	
Vocational Ed. Allocation*	82,500	
Other (State Work Study)	3,192	
Federal Governmental Sources		115,374
Title VI - Work Study	82,934	
Vocational Ed. Allocation*	-0-	
H.E.W. Grant	5,000	
Title II Library Grant	-0-	
Veterans Cost of Instruction Program	11,440	
Nursing Capitation Grant	15,000	
Other	1,000	
Student Tuition and Fees		558,709
Tuition	552,959	
Fees	1,250	
Public Services Income	4,500	
Other	-0-	
Cosmetology		60,000
Other Sources		22,600
Sales and Service Fees	-0-	
Facilities Revenue	-0-	
Interest on Investments	20,000	
Non-governmental Gifts, Grants and Bequests	-0-	
Other Revenue	2,600	
TOTAL EDUCATIONAL FUND REVENUES		<u>2,261,247</u>

*Based on a percentage estimate.

1974-75 ESTIMATED EXPENDITURES

<u>EDUCATIONAL FUND</u>	<u>Appropriations</u>	<u>Totals</u>
INSTRUCTION		1,227,103
Salaries	1,073,398	
Employee Benefits	-0-	
Contractual Services	70,375	
*General Materials and Supplies	64,485	
Conference and Meeting Expenses	12,845	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	6,000	
Provision for Contingency	-0-	
ACADEMIC SUPPORT		114,355
Salaries	74,525	
Employee Benefits	-0-	
Contractual Services	1,500	
General Materials and Supplies	38,000	
Conference and Meeting Expense	330	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
STUDENT SERVICES		246,933
Salaries	227,208	
Employee Benefits	-0-	
Contractual Services	225	
General Materials and Supplies	9,700	
Conference and Meeting Expense	3,650	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	6,150	
Provision for Contingency	-0-	
PUBLIC SERVICES		4,500
Salaries	3,500	
Employee Benefits	-0-	
Contractual Services	500	
General Materials and Supplies	500	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	

<u>EDUCATIONAL FUND</u>	<u>Appropriation</u>	<u>Totals</u>
ORGANIZED RESEARCH		-0-
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
INDEPENDENT OPERATIONS		-0-
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
OPERATION AND MAINTENANCE OF PLANT		367,540
Salaries	281,540	
Employee Benefits	-0-	
Contractual Services	23,500	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	62,500	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
GENERAL ADMINISTRATION		214,103
Salaries	173,128	
Employee Benefits	-0-	
Contractual Services	1,875	
General Materials and Supplies	33,025	
Conference and Meeting Expense	5,075	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	1,000	
Other	-0-	
Provision for Contingency	-0-	

<u>EDUCATIONAL FUND</u>	<u>Appropriation</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		329,007
Salaries	53,112	
Employee Benefits	23,000	
Contractual Services	13,675	
General Materials and Supplies	5,500	
Conference and Meeting Expense	1,450	
Fixed Charges	14,500	
Utilities	-0-	
Capital Outlay	31,300	
*Other	90,700	
Provision for Contingency	95,770	
 *Other:		
Tuition Charge-Back	22,500	
Rental of NCR & IBM Equip.	47,900	
Postage	12,600	
Publications & Dues	6,200	
Advertising	500	
Recruitment	1,000	
	<u>90,700</u>	

1974-75 ESTIMATED REVENUES

<u>BUILDING AND MAINTENANCE FUND REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		136,521
Current Taxes	136,521	
Back Taxes	-0-	
Payment in Lieu of Taxes	-0-	
Charge-back Revenue	-0-	
Other	-0-	
State Governmental Sources		-0-
State Apportionment:		
Flat Grant	-0-	
Equalization	-0-	
Special Grant	-0-	
Vocational Ed. Allocation*	-0-	
Other	-0-	
Federal Governmental		-0-
Title VI	-0-	
Vocational Ed. Allocation*	-0-	
H.E.W. Grant	-0-	
Title II Library Grant	-0-	
Other	-0-	
Student Tuition and Fees		-0-
Tuition	-0-	
Fees	-0-	
Other	-0-	
Other Sources		5,800
Sales and Service Fees	-0-	
Facilities Revenue	-0-	
Interest on Investments	2,000	
Non-governmental Gifts, Grants and Bequests	-0-	
Other Revenue	3,800	
TOTAL BUILDING AND MAINTENANCE FUND REVENUES		<u>142,321</u>

*Based on a percentage estimate.

1974-75 ESTIMATED EXPENDITURES

<u>BUILDING AND MAINTENANCE FUND</u>	<u>Appropriations</u>	<u>Totals</u>
OPERATION AND MAINTENANCE OF PLANT		124,000
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	48,000	
Conference and Meeting Expense	1,000	
Fixed Charges	-0-	
Utilities	75,000	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	
GENERAL ADMINISTRATION		15,900
Salaries	-0-	
Employee Benefits	6,000	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	1,500	
Utilities	-0-	
Capital Outlay	8,400	
Other	-0-	
Provision for Contingency	-0-	
INSTITUTIONAL SUPPORT		-0-
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	-0-	

1974-75 ESTIMATED REVENUES

SITE AND CONSTRUCTION FUND

REVENUE BY SOURCE

Revenue

Totals

Local Governmental Sources		-0-
Sale of Bonds	-0-	
Other	-0-	
State Governmental Sources		-0-
Other	-0-	
Federal Governmental Sources		-0-
Title VI	-0-	
H.E.W. Grant	-0-	
Other	-0-	
Other Sources		67,500
Sales and Service Fees	-0-	
Facilities Revenue	42,500	
Interest on Investments	25,000	
Non-governmental Gifts, Grants and Bequests	-0-	
Other Revenue	-0-	
Transfer from Building Fund	-0-	
TOTAL SITE AND CONSTRUCTION FUND REVENUE		<u>67,500</u>

1974-75 ESTIMATED EXPENDITURES

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

1974-75 ESTIMATED REVENUES

<u>BOND AND INTEREST FUND #1 REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		328,333
Current Taxes	328,333	
Back Taxes	-0-	
Payment in Lieu of Taxes	-0-	
Charge-back Revenue	-0-	
Other	-0-	
Other Sources		9,000
Interest on Investments	-0-	
Other Revenue	9,000	
TOTAL BOND AND INTEREST FUND #1 REVENUE		<u>337,333</u>

<u>BOND AND INTEREST FUND #2 REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		113,085
Current Taxes	113,085	
Back Taxes	-0-	
Payment in Lieu of Taxes	-0-	
Charge-back Revenue	-0-	
Other	-0-	
Other Sources		1,500
Interest on Investments	-0-	
Other Revenue	1,500	
TOTAL BOND AND INTEREST FUND #2 REVENUE		<u>114,585</u>

1974-75 ESTIMATED EXPENDITURES

<u>BOND AND INTEREST FUND #1</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		324,500
Fixed Charges	324,500	
Other	-0-	
Provision for Contingency	-0-	
<u>BOND AND INTEREST FUND #2</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		112,100
Fixed Charges	112,100	
Other	-0-	
Provision for Contingency	-0-	

1974-75 ESTIMATED EXPENDITURES

<u>WORKING CASH FUND REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
Local Governmental Sources		-0-
Sale of Bonds	-0-	
Other	-0-	
Other Sources		4,000
Interest on Investments	4,000	
Other Revenue	-0-	
TOTAL WORKING CASH FUND REVENUE		<u>4,000</u>

SAUK VALLEY COLLEGE

EDUCATIONAL FUND

PART I: ESTIMATED REVENUE 1974-75

100-000-400 EDUCATIONAL FUND

<u>100-000-410 Local Governmental Sources</u>		\$ 554,084
100-000-411 Current Taxes - 1973 Levy (462M @ 12¢ @ 98 1/2%)		\$ 546,084
100-000-414 Charge-Back Revenue		8,000
<u>100-000-420 State Governmental Sources</u>		950,480
<u>100-000-421 State Apportionment</u>		
100-000-421-01 Summer 1974 (3185 @ \$19.20)	61,152	
100-000-421-02 Fall 1974 (19525 @ \$19.20)	374,880	
100-000-421-03 Spring 1975 (19280 @ \$19.20)	370,176	
100-000-421-04 IJCB Vocational Grant (10,100 @ \$5.80)	58,580	
	864,788	
<u>100-000-422 Vocational Technical Education</u>		82,500
<u>100-000-429 State Work Study</u>		3,192
<u>100-000-430 Federal Governmental Sources</u>		115,374
100-000-432 HEW Title II	5,000	
100-000-433 Federal Work Study	82,934	
100-000-434 Veterans -Cost of Instruction Program	11,440	
100-000-438 Nursing Capitation Grant	15,000	
100-000-439 Other Federal	1,000	
<u>100-000-440 Student Tuition and Fees</u>		558,709
100-000-441-01 Summer 1974 (Summer Session '73 + 5%)	41,437	
100-000-441-02 Fall 1974 (Fall '73 + 5%)	260,515	
100-000-441-03 Spring 1975 (Spring '74 + 5%)	251,007	
	552,959	
100-000-441-06 Public Services Income	4,500	
100-000-442-01 Graduation Fees	750	
100-000-442-04 Transcript Fees	500	
<u>100-000-449 Cosmetology Students</u>		60,000
<u>100-000-470 Interest on Investments</u>		20,000
<u>100-000-499 Other Revenue</u>		2,500
<u>100-000-499-01 Data Processing Revenue</u>		100
<u>TOTAL EDUCATIONAL FUND REVENUE</u>		<u>\$ 2,261,247</u>

SAUK VALLEY COLLEGE

EDUCATIONAL FUND

PART II: ESTIMATED EXPENDITURES 1974-75

<u>110-000-000</u>	<u>INSTRUCTION</u>	<u>\$ 1,227,103</u>
<u>110-100-000</u>	<u>DIVISION OF BUSINESS</u>	<u>\$ 94,845</u>
110-100-513	- Salaries - Full Time	\$ 84,945
110-100-530	- Contractual Services	2,800
110-100-543	- General Materials & Supplies	5,500
110-100-550	- Conference & Meeting Expense	1,600
<u>110-200-000-</u>	<u>DIVISION OF AGRICULTURE</u>	<u>17,875</u>
110-200-513	- Salaries - Full Time	14,725
110-200-530	- Contractual Services	200
110-200-543	- General Materials & Supplies	2,250
110-200-550	- Conference & Meeting Expense	700
<u>110-300-000</u>	<u>DIVISION OF INDUSTRIAL EDUCATION</u>	<u>67,400</u>
110-300-513	- Salaries - Full Time	59,800
110-300-530	- Contractual Services	600
110-300-543	- General Materials & Supplies	6,500
110-300-550	- Conference & Meeting Expense	500
<u>110-400-000</u>	<u>DIVISION OF SOCIAL SCIENCE</u>	<u>103,557</u>
110-400-513	- Salaries - Full Time	94,025
110-400-516	- Salaries - Office Staff	6,307
110-400-530	- Contractual Services	100
110-400-543	- General Materials & Supplies	2,250
110-400-550	- Conference & Meeting Expense	875
<u>110-418-000</u>	<u>LAW ENFORCEMENT AND FIRE SCIENCE</u>	<u>29,040</u>
110-418-513	- Salaries - Full Time	22,400
110-418-543	- General Materials & Supplies	5,940
110-418-550	- Conference & Meeting Expense	700

110-500-000 DIVISION OF HUMANITIES \$ 188,371

110-500-513	- Salaries - Full Time	176,275
110-500-516	- Salaries - Office Staff	6,486
110-500-530	- Contractual Services - <u>Humanities</u>	100
110-500-543	- General Materials & Supplies - <u>Humanities</u>	1,355
110-500-550	- Conference & Meeting Expense - <u>Humanities</u>	875
110-511-530	- Contractual Services - <u>Art</u>	300
110-511-543	- General Materials & Supplies - <u>Art</u>	550
110-511-550	- Conference & Meeting Expense - <u>Art</u>	110
110-512-530	- Contractual Services - <u>Music</u>	700
110-512-543	- General Materials & Supplies - <u>Music</u>	1,400
110-512-550	- Conference & Meeting Expense - <u>Music</u>	220

110-515-000 DEVELOPMENTAL PROGRAM 3,705

110-515-530	- Contractual Services	150
110-515-543	- General Materials & Supplies	3,225
110-515-550	- Conference & Meeting Expense	330

110-600-000 DIVISION OF MATH-SCIENCE 121,450

110-600-513	- Salaries - Full Time	111,675
110-600-530	- Contractual Services	600
110-600-543	- General Materials & Supplies	8,300
110-600-550	- Conference & Meeting Expense	875

110-700-000 DIVISION OF HEALTH SCIENCES 159,980

110-700-513	- Salaries - Full Time	129,935
110-700-516	- Salaries - Office Staff	5,650
110-700-530	- Contractual Services	500
110-700-543	- General Materials & Supplies	5,815
110-700-544	- Nursing Capitation Grant	15,000
110-700-550	- Conference & Meeting Expense	3,080

110-715-000 DIVISION OF PHYSICAL EDUCATION 49,105

110-715-513	- Salaries - Full Time	46,525
110-715-543	- General Materials & Supplies	2,250
110-715-550	- Conference & Meeting Expense	330

110-725-000 COMMUNITY EDUCATION 68,640

110-725-511	- Community Education - Administration	17,940
110-725-514-01	- Instructional Salaries	35,000
110-725-514-02	- Community Services Coordinators	3,500
110-725-516	- Salaries - Office Staff	8,000
110-725-530	- Contractual Services	1,200
110-725-543	- General Materials & Supplies	1,500
110-725-550	- Conference & Meeting Expense	1,500

<u>110-730-000 COSMETOLOGY</u>		\$ 55,000
110-730-530 - Contractual Services	55,000	
<u>110-800-000 INSTRUCTIONAL PROGRAM ADMINISTRATION</u>		268,135
110-800-511 - Salaries - Administration	46,000	
110-800-514-01 - Salaries - Instructional Part-time	85,000	
110-800-514-02 - Salaries - Summer Session	70,500	
110-800-516 - Salaries - Secretarial	26,295	
110-800-518-01 - Student Employees - Federal	15,135	
110-800-518-04 - SVC Student Employees	1,500	
110-800-530-01 - Contractual Services - Administration (Arts & Sciences)	50	
110-800-541-01 - General Materials & Supplies (Arts & Sciences)	400	
110-800-550-01 - Conference & Meeting Expense (Arts & Sciences)	400	
110-800-518-02 - Student Employees - Federal	5,780	
110-800-530-02 - Contractual Services - Administration (Career Educ.)	100	
110-800-541-02 - General Materials & Supplies (Career Educ.)	1,000	
110-800-550-02 - Conference & Meeting Expense (Career Educ.)	750	
110-800-530-03 - Contractual Services - WORKROOM	1,050	
110-800-530-04 - Contractual Services - UNALLOCATED	1,925	
110-800-530-05 - Faculty In-Service Training	5,000	
110-800-542 - General Materials & Supplies - WORKROOM	1,000	
110-800-543 - General Materials & Supplies - INSTITUTIONAL COMMITTEES	250	
110-800-544 - Tuition Reimbursement	6,000	

<u>120-000-000</u>	<u>LEARNING RESOURCE SERVICES</u>	<u>\$114,355</u>
120-000-512	- Salaries - Professional	47,675
120-000-516	- Salaries - Secretarial	18,700
120-000-518-01	- Salaries - Student Employees - Federal	8,150
120-000-530	- Contractual Services	1,500
120-000-544	- Materials & Library Supplies	11,000
120-000-545	- Library Books	27,000
120-000-550	- Conference & Meeting Expense	330
<u>130-000-000</u>	<u>STUDENT SERVICES AND AIDS</u>	<u>\$246,933</u>
<u>131-000-000</u>	<u>Admissions and Records</u>	<u>61,883</u>
131-000-512	- Salaries - Professional	33,380
131-000-516	- Salaries - Secretarial	22,603
131-000-518-01	- Salaries - Student Employees - Federal	3,500
131-000-541	- General Materials & Supplies	2,000
131-000-550	- Conference & Meeting Expense	400
<u>132-000-000</u>	<u>Counseling and Testing</u>	<u>84,960</u>
132-000-512	- Salaries - Professional	79,260
132-000-516	- Salaries - Secretarial	5,700
<u>133-000-541</u>	<u>Health Services - Materials & Supplies</u>	<u>300</u>
<u>134-000-000</u>	<u>Financial Aids</u>	<u>23,450</u>
134-000-512	- Salaries - Professional	18,050
134-000-516	- Salaries - Secretarial	5,400
<u>136-000-000</u>	<u>Veterans Grant Program</u>	<u>11,400</u>
136-000-512	- Salaries - Professional	10,000
136-000-541	- General Materials & Supplies	700
136-000-550	- Conference & Meeting Expense	700
<u>138-000-000</u>	<u>Administration of Student Services & Aids</u>	<u>64,940</u>
138-000-511	- Salaries - Administration	22,500
138-000-516	- Salaries - Secretarial	6,600
138-000-518-01	- Salaries - Student Employees - Federal	20,215
138-000-530	- Contractual Services	225
138-000-541	- General Materials & Supplies	6,700
138-000-544	- Recruitment at Fairs, Etc.	2,150
138-000-549	- Commencement	4,000
138-000-550	- Conference & Meeting Expense	2,550

140-000-000 PUBLIC SERVICES	<u>\$ 4,500</u>
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140-000-514-02 - Salaries	3,500
140-000-530 - Contractual Services	500
140-000-543 - General Materials & Supplies	500

<u>170-000-000 OPERATION & MAINTENANCE OF PLANT</u>	<u>\$ 367,540</u>
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170-000-512 - Salaries - Professional	15,375
170-000-517 - Salaries - Services Staff	227,550
170-000-518-01 - Salaries - Student Employees-Federal	38,615
170-000-518-02 - Salaries - Student Employees-State	-0-
170-000-530 - Contractual Services	23,500
170-000-571 - Gas Utilities	42,000
170-000-575 - Telephone	20,500

<u>180-000-000</u>	<u>GENERAL ADMINISTRATION</u>	<u>\$214,103</u>
<u>181-000-000</u>	<u>President's Office</u>	<u>47,899</u>
181-000-511	- Salaries - Administration	31,500
181-000-516	- Salaries - Secretarial	8,424
181-000-518-01	- Salaries - Student Employees - Federal (Research)	2,500
181-000-530	- Contractual Services	175
181-000-541	- General Materials & Supplies	1,500
181-000-550	- Conference & Meeting Expense	2,800
181-000-556	- Special Affairs	1,000
<u>182-000-000</u>	<u>Business Office</u>	<u>116,375</u>
182-000-511	- Salaries - Administration	29,000
182-000-512	- Salaries - Professional	18,300
182-000-516	- Salaries - Secretarial	52,945
182-000-518-01	- Salaries - Student Employees - Federal	6,630
182-000-530	- Contractual Services	1,700
182-000-541	- General Materials & Supplies	6,025
182-000-550	- Conference & Meeting Expense	1,775
<u>183-000-000</u>	<u>Community Relations</u>	<u>49,829</u>
183-000-511	- Salaries - Administration	17,695
183-000-516	- Salaries - Secretarial	6,134
183-000-547	- General Materials & Advertising	25,500
183-000-550	- Conference & Meeting Expense	500

<u>190-000-000</u>	<u>GENERAL INSTITUTIONAL</u>	<u>\$ 329,007</u>
<u>191-000-000</u>	<u>Board of Trustees</u>	<u>14,950</u>
191-000-531	- Contractual - Auditing & Legal	12,000
191-000-549	- Other General Supplies (Elections)	2,000
191-000-550	- Conference & Meeting Expense	950
<u>192-000-000</u>	<u>Institutional Expense</u>	<u>45,175</u>
192-000-521	- Group Medical & Life Ins.	23,000
192-000-539	- UNALLOCATED Contractual Services	1,675
192-000-543	- General Materials & Supplies - FACULTY ASSOCIATION	200
192-000-544	- Postage	12,600
192-000-546	- Publications & Dues	6,200
192-000-547	- Advertising	500
192-000-554	- Recruitment	1,000
<u>192-000-560</u>	<u>Fixed Charges</u>	<u>14,500</u>
192-000-564	- Interest Expense	-0-
192-000-565	- General Insurance	14,500
<u>192-000-580</u>	<u>Capital Outlay</u>	<u>31,300</u>
192-000-585	- Equipment	31,300
<u>192-000-593</u>	<u>Tuition Charge Back</u>	<u>22,500</u>
<u>195-000-000</u>	<u>Data Processing Services</u>	<u>104,812</u>
195-000-512	- Salaries - Professional	43,575
195-000-517	- Salaries - Non-academic	5,562
195-000-518-01	- Salaries - Student Employees - Federal	3,975
195-000-541	- General Materials & Supplies	3,300
195-000-550	- Conference & Meeting Expense	500
195-000-562	- Rental of NCR & IBM Equipment	47,900
<u>197-000-600</u>	<u>Provision for Contingencies</u>	<u>95,770</u>
TOTAL BUDGET EDUCATIONAL FUND		<u>\$ 2,503,541</u>

PART III: BUDGET SUMMARY

Balance on hand July 1, 1974	\$ 256,797
Revenue	\$ 2,261,247
Less Expenditures	<u>-2,503,541</u>
Excess of Revenue over Expenditures	<u>(242,294)</u>
Estimated balance June 30, 1975	<u>\$ 14,503</u>

SAUK VALLEY COLLEGE

BUILDING AND MAINTENANCE FUND

PART I: ESTIMATED REVENUE 1974-75

200-000-400 BUILDING AND MAINTENANCE FUND

<u>200-000-410 Local Governmental Sources</u>	\$ 136,521
200-000-411 Current Taxes - 1973 Levy (462M @ 3¢ @ 98 1/2%)	\$ 136,521
<u>200-000-470 Interest on Investments</u>	2,000
<u>200-000-499 Miscellaneous Revenue</u>	<u>3,800</u>
TOTAL BUILDING AND MAINTENANCE FUND REVENUE	<u>\$ 142,321</u>

SAUK VALLEY COLLEGE
BUILDING AND MAINTENANCE FUND

PART II: ESTIMATED EXPENDITURES 1974-75

200-000-000 BUILDING AND MAINTENANCE FUND

<u>270-000-000 Operation and Maintenance of Plant</u>	\$ 49,000
270-000-544 - General Materials & Office Supplies	45,000
270-000-544-01 - Kitchen Supplies	3,000
270-000-550 - Conference & Meeting Expense	1,000
<u> 276 - 000-570 Plant Utilities</u>	75,000
276-000-573 - Electricity	75,000
<u>290-000-000 General Institutional</u>	
<u> 290-000-560 Fixed Charges</u>	1,500
290-000-561 - Rental	1,500
<u> 290-000-580 Capital Outlay</u>	8,400
290-000-587 - Additional Equipment - Services	8,400
<u> 292-000-521 Group Medical Insurance & Life</u>	6,000
<u> 290-000-600 Provision for Contingencies</u>	-0-
 <u>TOTAL BUILDING AND MAINTENANCE FUND BUDGET</u>	 <u>\$ 139,900</u>

PART III: BUDGET SUMMARY

Balance on hand July 1, 1974	\$ 40,052
Revenue	\$ 142,321
Less Expenditures	<u>-\$ 139,900</u>
Excess of Revenue over Expenditures	<u>2,421</u>
Estimated balance June 30, 1975	<u>\$ 42,473</u>

SAUK VALLEY COLLEGE

SITE AND CONSTRUCTION FUND

PART I: ESTIMATED REVENUE 1974-75

<u>Other Sources</u>		\$ 67,500
300-000-460	Facilities Revenue (net)	\$ 42,500
300-000-470	Interest on Investments	25,000
300-000-499	Other Revenue	-0-
TOTAL SITE AND CONSTRUCTION FUND REVENUE		\$ 67,500

PART II: ESTIMATED EXPENDITURES 1974-75

GENERAL INSTITUTIONAL

<u>390-000-560</u>	<u>Fixed Charges</u>	<u>-0-</u>
390-000-565	General Insurance	-0-
<u>390-000-580</u>	<u>Capital Outlay</u>	<u>\$ 150,000</u>
390-000-582	Site Improvement	10,000
390-000-582-01	Site Improvement-Holding Pond	75,000
390-000-583	New Buildings & Additions	-0-
390-000-584	Building Improvements	25,000
390-000-585	Equipment - Office	10,000
390-000-586	Equipment - Instructional	10,000
390-000-587	Equipment - Service	10,000
390-000-589	Other Capital Outlay	10,000
TOTAL SITE AND CONSTRUCTION EXPENDITURES		\$ 150,000

PART III. BUDGET SUMMARY

Balance on hand July 1, 1974	\$ 613,589
Revenue	\$ 67,500
Less Expenditures	<u>-150,000</u>
Excess of Revenue over Expenditures	<u>(82,500)</u>
Estimated balance on hand June 30, 1975	<u>\$ 531,089</u>

SAUK VALLEY COLLEGE

BOND AND INTEREST FUND #1

PART I: ESTIMATED REVENUE 1974-75

400-000-410	Local Governmental Sources	\$ 328,333
400-000-411	Current Taxes - 1973 Levy (462M @ 7.215 @ 98 1/2%)	\$ 328,333
400-000-470	Other Sources	9,000
400-000-470	Interest on Investments	9,000
TOTAL BOND AND INTEREST FUND #1 REVENUE		<u>\$ 337,333</u>

PART II: ESTIMATED EXPENDITURES 1974-75

GENERAL INSTITUTIONAL

490-000-560	Fixed Charges	\$ 324,500
490-000-563	Debt Principal Retirement	\$ 225,000
490-000-564	Interest	99,000
490-000-569	Other Fixed Charges	500
TOTAL BOND AND INTEREST FUND #1 EXPENDITURES		<u>\$ 324,500</u>

PART III: BUDGET SUMMARY

Balance on hand July 1, 1974	\$ 94,548
Revenue	\$ 337,333
Less Expenditures	<u>-324,500</u>
Excess of Revenue over Expenditures	<u>12,833</u>
Estimated balance on hand June 30, 1975	<u>\$ 107,381</u>

SAUK VALLEY COLLEGE

BOND AND INTEREST FUND #2

PART I: ESTIMATED REVENUE 1974-75

<u>400-000-410</u>	<u>Local Governmental Sources</u>	<u>\$ 113,085</u>
400-000-411	Current Taxes - 1973 Levy (462M @ 2.485 @ 98 1/2%)	113,085
<u>400-000-470</u>	<u>Other Sources</u>	<u>1,500</u>
400-000-470	Interest on Investments	1,500
<u>TOTAL BOND AND INTEREST FUND #2 REVENUE</u>		<u><u>\$ 114,585</u></u>

PART II: ESTIMATED EXPENDITURES 1974-75

GENERAL INSTITUTIONAL

<u>490-000-560</u>	<u>Fixed Charges</u>	<u>\$ 112,100</u>
490-000-563	Debt Principal Retirement	95,000
490-000-574	Interest	16,600
490-000-569	Other Fixed Charges	500
<u>TOTAL BOND AND INTEREST FUND #2 EXPENDITURES</u>		<u><u>\$ 112,100</u></u>

PART III: BUDGET SUMMARY

Balance on hand July 1, 1974	\$ 2,568
Revenue	\$ 114,585
Less Expenditures	<u>-112,100</u>
Excess of Revenue over Expenditures	<u>2,485</u>
Estimated balance on hand June 30, 1975	<u><u>\$ 5,053</u></u>

SAUK VALLEY COLLEGE

WORKING CASH FUND

PART I: ESTIMATED REVENUE 1974-75

790-000-470	<u>Other Sources</u>	\$ 4,000
790-000-470	Investment Income	4,000

TOTAL WORKING CASH FUND REVENUE		<u>\$ 4,000</u>

PART II: ESTIMATED EXPENDITURES 1974-75

PART III: BUDGET SUMMARY

Balance on hand July 1, 1974	\$ 498,826
Revenue	\$ 4,000
Less Expenditures	<u>-0-</u>
Excess of Revenue over Expenditures	<u>4,000</u>
Estimated balance on hand June 30, 1975	<u>\$ 502,826</u>

SAUK VALLEY COLLEGE BOOKSTORE

Budget for 1974-75

PART I: REVENUE

SALES:

Textbooks	\$ 102,235
Supplies	9,935
Miscellaneous	7,540
Paperbacks	2,175
Sales Tax Collected	<u>5,485</u>
	\$ 127,370

Less Cost of Sales:

Textbooks	\$ 81,790
Supplies	6,955
Miscellaneous	5,655
Paperbacks	1,480
Sales Tax Paid	<u>5,385</u>
	<u>101,265</u>

ESTIMATED GROSS PROFIT \$ 26,105

PART II: EXPENDITURES

Salaries & Wages	\$ 12,125
Employee Benefits	175
Transportation	2,725
Equipment	1,000
Supplies	825
Travel	450
Telephone	250
Dues & Subscriptions	200
Auditing & Legal	200
Other Expenses	<u>500</u>
Total Expenditures	<u>18,450</u>

EXCESS REVENUE OVER EXPENDITURES \$ 7,655

PART III: Budget Summary

Fund Equity, July 1, 1974	\$ 59,967
Revenue	\$ 127,370
Less Expenditures	<u>-119,715</u>
Excess Revenue over Expenditures	<u>\$ 7,655</u>
Estimated Fund Equity, June 30, 1975	<u>\$ 67,622</u>

RESTRICTED PURPOSES FUND

PART I: ESTIMATED REVENUE

	<u>1973-74</u>	<u>1974-75</u>	
#201 Comprehensive Fee Income	\$ 39,000	\$ 41,990	
<u>Fall</u> 18,500 x \$1.00	18,500	<u>Fall</u> 19,525 x \$1.00	19,525
<u>Spring</u> 17,500 x \$1.00	17,500	<u>19,280 x \$1.00</u>	<u>19,280</u>
<u>Summer '74</u> 3,000 x \$1.00	3,000	<u>Summer '75</u> 3,185 x \$1.00	3,185
<u>Income from Admissions to Student Activities</u>	5,500	3,395	
#202 Athletics	600	275	
#203 Drama & Readers' Theatre	3,500	2,020	
#204 Cultural Events	1,300	1,000	
#205 Newspaper	100	100	
 <u>Total Estimated Revenue</u>	 <u>\$ 44,500</u>	 <u>\$ 45,385</u>	

RESTRICTED PURPOSES FUND

PART II: ESTIMATED EXPENDITURES

	<u>1973-74</u>	<u>1974-75</u>
#251-2-3-4-#268 Athletics	\$ 13,026	\$ 13,445
<u>Athletics</u>	11,120	10,790
Officials	1,305	1,305
Travel	5,300	5,435
Meals	2,100	2,055
Awards	905	830
Insurance	750	750
Banquet	250	--
Dues & Fees	510	415
<u>Rentals</u>	400	560
Golf	--	40
Pool	400	400
Tennis	--	120
<u>Supplies & Cleaning-Sports</u>	1,506	1,445
Basketball	345	200
Swimming	60	60
Baseball	486	435
Golf	75	75
Track	120	95
Tennis	150	305
Cross Country	95	100
Wrestling	175	175
<u>Miscellaneous</u>	--	650
Coaches Salaries		650
<u>#255 Men's Intramurals</u>	275	200
Awards, Officials, Scorebooks	275	200
<u>#256 Cheerleaders & Pom Pom Squad</u>	600	600
Jr. High Cheer- Leaders' Clinic	50	80
Travel-Meals	330	300
Home Games & Refreshments	20	20
Insurance	150	150
Uniforms	50	50
Miscellaneous	0	0

1973-741974-75

<u>#257 Activities & Readers' Theatre</u>	2,800	3,787
Readers' Theatre	350	400
Tournaments	2,450	3,387
<u>#258 Drama</u>	1,600	1,600
Royalties	300	300
Publicity	300	200
Sets & Costumes	1,000	1,100
<u>#259 Music</u>	2,200	2,600
Travel	700	950
Meals	1,100	1,250
Choir Robes	100	0
Cleaning & Misc.	0	100
Rental	100	0
Travel for Concerts	200	300
<u>#260 Student Activities - Cultural-Social</u>	11,999	9,803
Leadership	500	200
Fine Arts	1,500	1,500
Dances	750	600
Speakers	3,500	2,500
Pop. Entertainment	3,500	2,753
Wages	400	100
Rentals	50	
Films	1,000	1,500
Misc.	100	100
Publicity	149	100
Academic Recog.	200	50
Activities Recog.	350	400
<u>#261 Student Leadership</u>	0	0
<u>#262 Student</u>	3,000	2,500
<u>#263 Student</u>	2,500	2,700

#264 Associated Students' Board 2,675 2,125

Interclub Council		
Clubs	1,500	1,000
Interschool		
Relations	300	
Supplies	75	200
Publicity	75	50
Special Events	625	775
Pow Wow		500
Christmas		
special		225
Seminars		50
Miscellaneous		
flowers, etc.	100	100

#265 Musical 2,000 2,000

Music rental		
& royalties	600	600
Travel	450	
Sets & Costumes	800	1,200
Publicity	150	200

#266 Women's Intercollegiate

Activities	750	2,000
Tennis Host	50	205
Transportation		165
Meals		40
Volleyball Host	50	431
Transportation		265
Meals		166
Basketball	150	493
Transportation		325
Meals		168
Softball	200	
Orientation Tee	100	
Badminton		371
Transportation		205
Meals		166
Insurance	150	150
First Aid Supplies		150
After game refreshment		
Uniform & Equip. Replacement		110
Referees		90
Intramurals	50	

#267 Sauk Valley College Volunteers 75 25

Travel	50	
Workshops	25	25
Misc.	0	

#299 Non-budgeted Contingencies 1,000 2,000

Total Estimated Expenditures \$ 44,500 \$ 45,385

PART III: BUDGET SUMMARY

Balance on hand July 1, 1974	\$ 21,073
Revenue	\$ 45,385
Less Expenditures	<u>-45,385</u>
Excess of Revenue over Expenditures	<u>-0-</u>
Estimated balance on hand June 30, 1975	<u>\$ 21,073</u>

SAUK VALLEY COLLEGE

CHILD CARE CENTER

1974-1975

PART I: ESTIMATED REVENUE

Fees	\$ 7,600.00
Insurance	<u>150.00</u>
TOTAL REVENUE	<u>\$ 7,750.00</u>

PART II: ESTIMATED EXPENDITURES

Salaries	
Director	\$ 3,600.00
Assistants	<u>3,200.00</u>
	\$ 6,800.00
Insurance	150.00
Supplies	400.00
Travel	100.00
Non-Budgeted Contingency	<u>300.00</u>
TOTAL EXPENDITURES	<u>\$ 7,750.00</u>

Note: In addition to the above, a child care center account is maintained which reflects a community contribution to the Center. This contribution has been designated to be used for supplies, equipment, and other non-salaried items. As of May 31, 1974, this account carried a balance of \$1,959.59.

September 18, 1974

MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole
President

RE: AGENDA ITEM #E-1 - UTILIZATION OF FACILITIES POLICY

Attached is the most recent draft of our building utilization policy. The Committee incorporated the criticisms and suggestions of the Board of Trustees from its meeting of September 9. The committee also incorporated suggestions from the Student Government and other staff members who were interested.

It should be noted that this is still a working draft and only after all criticisms have been incorporated will we ask for its approval. This will be one of several policies which will be revised during the course of the year in the general updating of our policy and procedure manual.

GEC/bg
Enc.

REVISED DRAFT

SAUK VALLEY COLLEGE

BUILDING UTILIZATION POLICY

I. STATEMENT OF PHILOSOPHY

A major responsibility of a comprehensive community college is to open its resources to the community it serves. One vehicle through which this may be achieved is a building utilization policy that provides responsible students and community groups with open access to the college buildings and other physical facilities. It is recognized that weekends and early evening hours are the normal time periods during which students, faculty, and community organizations would usually wish to schedule special activities at the college.

II. POLICY GUIDELINES

The priorities listed below refer to on-going college functions as well as meetings or activities which a non-college group, organization or individual wishes to schedule at SVC on an occasional or one-time basis. Requests for the use of college facilities on a regular or long-term basis must be addressed to the College President and require the approval of the Sauk Valley College Board.

The following priorities are established for utilization of facilities at Sauk Valley College:

Priority #1: Sauk Valley College classroom instruction. (No fees assessed)

Priority #2: Activities initiated and participated in by Sauk Valley College faculty, students, or staff. (No fees assessed)

II. POLICY GUIDELINES (Con't)

Priority #3: Cooperative activities on an occasional basis with other educational institutions including local public schools and other colleges and universities.

(No rental fees assessed, but non-college groups are expected to pay the actual operational costs incurred by the college in instituting the cooperative activity. These fees will be determined by the Dean of Business Services.)

Priority #4: Cooperative activities on an occasional basis with local groups and organizations that may be of general interest to the SVC student body, college staff or community. Such organizations include churches, community service clubs, political action groups, hobby-leisure time organizations, and other governmental bodies. (Rental fees assessed based on the college's approved rental rate schedule for non-commercial groups.)

Priority #5: Commercial ventures that are profit-making for private gain but by virtue of the events they sponsor may also provide a service to the college, its students, and/or the community. (Rental fees assessed based on the approved rental rate schedule for commercial groups.)

Any problems regarding interpretation of the above priorities or implementation of this policy shall be resolved administratively by a Building Utilization Committee appointed by the President.

II. POLICY GUIDELINES (Con't)

The administration is delegated the authority to determine the priority classification and commercial aspect of a particular event to provide evidence of the following: (1) adequate insurance; (2) ability and personnel, including a security force, necessary to successfully supervise the event.

Groups using college facilities must abide by the requirements of the laws of the State of Illinois, as well as the Building Regulations of Sauk Valley College. Specifically, the use of alcoholic beverages or controlled substances is prohibited in college facilities. Any group using college facilities must be under the supervision of an adult at least 21 years of age.

III. IMPLEMENTATION PROCEDURES

Community Groups

Outside organizations wanting to use college facilities may contact the Assistant to the President to initiate a room reservation process. All outside groups (whether they are assessed a fee or not) are expected to complete the college form entitled "Agreement Granting Use of College Facilities".

Faculty and Student Groups

A. Any student group whose meeting or activity is designed primarily for participation by its members only shall be granted rent-free use of college facilities with the approval of the Director of Student Activities.

III. IMPLEMENTATION PROCEDURES (Cont'd)

b. Any student group whose activity is designed primarily for the participation of Sauk Valley students at large or the general public, must receive the approval of both the Associated Students' Board and the Director of Student Activities.

c. Faculty groups wishing to use college facilities for meetings of an academic or professional nature may schedule college facilities rent-free by contacting the Assistant to the President.

Co-Sponsorship

Co-sponsorship can occur through the cooperative efforts of the Student Activities Office or a SVC student or faculty group and at least one of the following:

A non-SVC student group

A commercial group

A civic or governmental organization

A group from another educational institution

Any SVC party intending to become involved with co-sponsoring an activity must request in writing and receive written approval for their activity from the College Building Utilization Committee. All non-college groups co-sponsoring an event must sign the college form entitled "Agreement Granting Use of College Facilities".

IV. RENTAL RATES

ASSESSED FOR ALL
OR PART OF ONE DAY

SVC FACILITY	COMMERCIAL ACTIVITIES	NON-COMMERCIAL ACTIVITIES*
GYM	\$500	\$200
WEST MALL	\$350	\$150
CAFETERIA	\$200	\$100
LITTLE THEATRE	\$150	\$ 50
EAST MALL	\$150	\$ 50
PRIVATE DINING ROOM	\$100	\$ 40
CLASSROOMS OR LANGUAGE LABORATORY	\$75	\$ 25

*NON-COMMERCIAL GROUPS MAY SCHEDULE FACILITIES RENT-FREE IF THEY
UTILIZE THE COLLEGE'S CATERED FOOD SERVICE FOR MEALS.

V. SUPPLEMENTAL REGULATIONS

A. ASSIGNMENT OF SPACE

The assignment of all space, with the exception of office space, has been delegated to the Assistant to the President. In cooperation with the Instructional Deans and the Registrar, he will assign all classes to classroom spaces. He is also responsible for any room changes and none can be effected without his written authority. Office spaces will be assigned by the appropriate Instructional Dean. The Assistant to the President has delegated to the Director of the Learning Resource Center the control of usage of the center conference room.

B. CALENDAR OF SPECIAL EVENTS

All events which are not on the published college calendars must be scheduled in the Office of the Assistant to the President, which maintains a calendar of special events. This calendar is issued weekly before noon on Friday when school is in session. If special custodial and engineering services or audio-visual equipment are needed, they must be requested at this time. Request forms for space and special services must be completed at least one week prior to the event, but events to be calendared should be cleared as soon as dates and times are firm. This is stressed since no two major events should be scheduled in the same facility at the same time. Sample copies of the Reservation of Facilities form and the Audio-Visual Request form are attached to these regulations as appendices.

C. CUSTODIAL AND ENGINEERING SERVICES

In the interest of coordination so that the best services may be rendered it is necessary that direct requests for services to the janitorial staff or plant engineers be avoided. Requests for services incident to the normal program of the college should be directed to the Dean of Business Services. If services are required for calendared special events, requests for these services must be made through the Assistant to the President, who will make arrangements with the Dean of Business Services.

D. TRAFFIC AND PARKING

Sauk Valley College is a commuter college which necessitates the use of private automobiles by students, faculty and employees. Therefore, it is incumbent upon each individual to make judicious use of the campus drives and parking spaces. "Motor Vehicle Registration and Parking Regulations" have been approved by the Board of Trustees. Copies of these regulations may be obtained from the Office of the Dean of Student & Community Services.

E. KEYS AND CLEARANCE

Appropriate keys may be obtained from the Building Engineer when proper approval has been obtained from the Dean of Business Services. Security of the buildings and equipment of the college are in part dependent on the careful handling of keys. Upon completion of employment each faculty or staff member is expected, prior to the receipt of his last paycheck, to obtain appropriate signatures on a clearance form indicating that all keys, supplies, library books, audio-visual equipment, etc., have been returned.

F. SAFETY AND SECURITY

Safety and security are the responsibilities of the Dean of Business Services in consultation with the Dean of Student & Community Services. However, each person within the college community has the obligation to report suspicious persons and occurrences to a responsible college authority.

G. BUILDING SECURITY

Building security is a matter of concern to all college personnel. In order to control the number of personnel in the building after normal working hours a check-in and check-out book is maintained in the boiler room at the west entrance. On those occasions when no event is scheduled, all persons, with the exception of those persons on duty, must enter only through this entrance, sign the register noting the time of entry, and reason for entry. On departure the individual will give only the time of departure. Each individual must be prepared to furnish at all times positive identification to properly constituted authorities. These security requirements are effective from 10:30 p.m. until 7:00 a.m. each weekday and from 12:30 p.m. Saturday until 7:00 a.m. on Monday when no events are scheduled, or at any other time that the buildings are officially closed.

H. FIRE REGULATIONS

Because of the isolated location of Sauk Valley College, all persons should be aware of the dangers of fire. The fire should be picked up by the Honeywell fire alarm system, which will set off the klaxon horn. The alarm system is connected to the Dixon Rural Fire Protection fire alarm system.

H. FIRE REGULATIONS (Con't)

If a fire is discovered before the alarm sounds, call the operator by dialing 0 (zero) and notify her of the location. The operator will notify the Learning Resource Center which will give the location over the public address system. The operator will notify the Dixon Rural Fire Protection District at Dixon, 288-3321.

I. ACTION TO BE TAKEN IN EVENT OF FIRE

All persons who are not actively engaged in fighting the fire shall file out of the building at the nearest exit. Personnel should not return to the building until the all clear signal is given.

J. SMOKING AREAS

Smoking presents an ever present hazard to life and property in any public building. Efforts have been made to construct the building as fireproof as possible. However, flammable materials, such as papers, wooden desks, carpets, etc., are utilized and are dangerous if smoking materials are carelessly used.

K. ALLOWED SMOKING AREAS

Smoking is permitted in recreation rooms, offices, lounges, (where ash trays are provided), dining rooms, lounges located in the main malls with brick and terrazzo flooring, rest rooms and at other locations specifically marked.

L. FORBIDDEN SMOKING AREAS

Smoking is not permitted at any other location, including classrooms and study areas.

M. CONSUMPTION OF FOOD AND BEVERAGES

Food and beverages purchased in the dining and recreation rooms are to be consumed in those areas. Careless handling of food and beverages causes needless maintenance problems and increases the danger of vermin and damage to floors, furniture and carpeting.

N. USE OF ELEVATORS

Elevators are generally confined to work functions, use by aged persons, paraplegics and those individuals unable for medical reasons to climb steps.

O. CIVIL DEFENSE

Sauk Valley College is on the area civil defense tornado alert system and will be alerted of any tornado conditions that exist in a fifty mile radius. The basement of the building has been designated by the Director of Civil Defense of Lee County as the safest and best protection in case of an emergency evacuation situation. In the case of an alert, communication for evacuation will be given over the public address system in the Learning Resource Center and by word of mouth. All procedures will be under the direction of the Dean of Student & Community Services. Students and faculty will not be allowed to use their automobiles in leaving the area during an alert. When no students are present or classes are not in session, evacuation procedures will be directed by the senior college official present.

P. NOTIFICATION OF ALERT

The Office of the Dean of Student & Community Services will keep all personnel apprised of the status of the weather warning in the event of threatening weather.

Q. EMERGENCIES AND FIRST AID

In the event of injury, first aid treatment and a nursing station is available in Room 1M14. No nurse or doctor is on duty. Serious emergencies requiring more than first aid should be taken to the nearest hospital.

R. LOST AND FOUND

The Office of Student Activities maintains a lost and found service in Room 1H2. Articles which are found or turned in to offices should be sent to the Office of Student Activities as soon as practicable.

S. TELEPHONE SERVICE

The telephone switchboard is open during the following hours:

Monday through Friday 8:00 a.m. to 5:00 p.m.

Saturday 8:30 a.m. to 12:00 noon

All calls from the college to any number outside of the college must be placed through the switchboard by dialing zero (0) and identifying yourself by name and extension number. Calls to Dixon are local calls but calls to Sterling-Rock Falls are toll calls.

T. COLLEGE GROUNDS

Certain parts of the college grounds may be utilized by college and non-college organizations or groups if the activity in no way interferes with the educational program of the college.

T. COLLEGE GROUNDS (Con't)

Application for the use of those areas such as tennis courts, baseball fields, etc., must be made to the Director of Athletics, who will notify the Assistant to the President concerning such approvals. Non-college groups are required to sign the "Agreement Granting Use of College Facilities" as adopted by the Board of Trustees before using college grounds. Attention is invited to previous sections of these regulations. All persons utilizing college grounds are required to obey college regulations. Failure to do so may subject the person to ejection from the premises or even prosecution by civil authorities.

U. LIBRARY

The Sauk Valley College Library and Audio-Visual Services are combined into one unit referred to as the Learning Resource Center. The purpose of the Center is to support the instructional aims of the college by providing materials and equipment for faculty and students. The Center is open and may be utilized during the following hours:

Monday through Thursday 7:30 a.m. to 10:00 p.m.

Friday 7:30 a.m. to 5:00 p.m.

Closed Saturday and Sunday

The control of the usage of the conference room in the Center (3K3) has been delegated to the Center Director. This conference room will not be assigned at any time the library is closed.

J-1

CAREER EDUCATION

SPACE REQUIREMENTS FOR THE 1970'S

Submitted To: Sauk Valley College
Board of Trustees
September 1974

As Recommended By: Dr. Ronald Williams
Dean of Career Education

The attached sheet summarizes the existing space available using T2, and the cement pad which is situated adjacent to the maintenance parking area and boiler room of the College.

The space required for instructional use has been given careful consideration. Equipment to be placed in the space, office, space, storage, rest room and wash areas and the need of audio visual equipment were just some of the factors considered. State guidelines, federal grant proposal guidelines and numerous authorities in the field of vocational education facility planning indicate the following rule-of-thumb when planning such facilities.

"Experience suggests that there not be less than fifty (50) square feet per student in shops where light work is done; one hundred (100) square feet in heavy shops, such as machine shop; one hundred twenty-five (125) square feet where assembly area are needed. This is exclusive of storage space." (1)

Based upon our known space requirements and this rule-of-thumb, the attached recommendations have been made. What follows is a listing of the vocational laboratory space needs of Sauk Valley College with justification and recommended Board action.

(1) Silvius, Harold G; Curry, Estell M.
"Teaching Industrial Education"
McKnight and McKnight; Bloomington, Indiana
(1970) Page 191

Square Footage Summary

<u>Projected Use</u>	<u>Sq. Ft. Required</u>	<u>Sq. Ft. /20 Stud Recommended</u>	<u>As per T2 Original Renovation</u>	<u>Priority</u>
Welding Shop	1900	2000 (100 per)	1792	1
Heating & Air Conditioning	1280	1300 (65 per)		1
Environmental Resource Lab and Classroom	800	1000 (50 per)	-	2
Green House	1300	1000 (65 per)	-	4
Diesel Lab	2500	2500 (125 per)	-	3
Total Instructional	7480	7800	1792	
Maintenance Area	750 2000	750 (125 per) 2000	Work Shop Equipment Storage	
Total Maintenance	2750	2750		
<hr/>				
<u>Existing Space Available</u>				
<u>Site</u>	<u>Dimensions</u>	<u>Sq. Ft.</u>		
T2	122 x 32	3904		
Cement Pad Near Maintenance Parking Area	40 x 70	2800		

Laboratory Justification and Recommendation

I. Welding Laboratory - It has been recognized for sometime by the students, faculty of the industrial tech department, the College administration and the board of trustees that additional facilities are needed immediately to provide for continued expansion of the welding program. The College has a one-year certificate program in welding which will easily be expanded into a two-year degree program. Enrollment and job placements for potential graduates cannot be met by the existing facilities.

If the College cannot guarantee an expanded facility for this program, and its occupancy by January 1, 1975, immediate action must be taken to limit January enrollment.

Recommendation: The Board should approve construction of a new facility or renovation of an existing facility immediately, and take action necessary to assure that occupancy will be guaranteed for January 1975 classes.

II. Heating and Air Conditioning - Second priority for facilities must be given to a laboratory to house our heating, air conditioning and refrigeration program. This program is expanding rapidly from additional course offerings and increased enrollment. Begun by using part-time instructors teaching out of a pick-up truck, the program now is taught by one of our full-time faculty. Equipment and space needed for the present operation of this program now occupies 50% of the building trades laboratory. Since the carpentry lab will be occupied beginning September 23, 1974, by the local apprentice carpenters and in January 1975, by our own construction technology program, there is no space for the heating and air conditioning program.

If space is not provided for this program by January 1975, the program will have to be cancelled.

The service trades are the fastest growing of all occupational clusters; if we don't meet this need, we all fail as educators to provide education badly needed by our community.

Recommendation: The Board should approve immediate construction or renovation of a facility to house this program.

III. Environmental Resource Laboratory - The State of Illinois, through recent legislation has mandated that educational agencies begin investigation into ways of educating the public to the many environmental problems we all face. Furthermore, the emphasis by the State is one in which community colleges would be the prime preparatory

agency for technicians to deal with these problems. The proposed laboratory would be interdisciplinary and serve the entire community. Its uses would include, soil and water conservation, and surveying directed by our agricultural department toward local farmers as well as technicians in training. Air pollution and emission control directed by the biology and industrial tech departments in conjunction with local and State agencies. Meteorology in conjunction with our science department and our telescope which is located near T2. The importance of this lab is that it will house an interdisciplinary attack on problems we will face in the years ahead and be the training area for technicians to grapple with these problems. For this reason, after consultation with Dean Bunch, I have placed it as third in our priorities listing. Such a lab would, by its nature, be able to be used for other purposes, for instance, if located near the welding and the heating-and-air-conditioning labs, it could be used for related classroom instruction if scheduled properly.

Recommendation: That the Board approve the environmental lab and its space requirements and that it be housed in newly constructed or renovated facilities for January 1975 occupancy.

V. Green House - The largest enrollment within our agriculture department is in the soils, and horticulture offerings. The department is greatly hampered by not having a facility where students can obtain laboratory experience, and thus our course work often does not meet the needs of the students or the potential of the instructors teaching within it. Once again, this facility although used primarily by the agriculture department, would be interdisciplinary, with biology and other science related instructors using it.

Recommendation: That the Board begin to give this need serious consideration. Should a new facility be built for other career program areas, then a green house should be included. If renovation of an existing facility takes place and a green house is not included, the Board should indicate its feeling on developing one in the near future.

VI. Maintenance Shop and Storage Space - With the increasing use of all lab space and as our own enrollment increases, it becomes difficult for maintenance personnel to accomplish projects using instructional equipment. This is particularly true of the building trades laboratory and its future use. It has in the past been a practice during winter months to store equipment such as snow blowers and plows in that laboratory. As plans are being prepared for use of this facility for the winter months, it has become clear that we will no longer be able to store equipment in the building trades area.

Recommendation: That the Board consult with the director of facilities and the Dean of Administrations concerning this problem. The feasibility of using the 40'x70' cement pad located near the maintenance parking area as a base for a new maintenance shop and storage area should be considered.

CONCLUSIONS

The evaluation of our immediate instructional space requirements points out the fact that unless 3980 square feet is provided for instruction in Welding, Heating, Air Conditioning and Refrigeration, and a related classroom facility by January 1975, immediate action must be taken to limit enrollment in Welding, and cancel the Heating Program. This action would immediately effect approximately 125 students who are enrolled in the existing programs and are planning a continuation of their training.

The data further indicates a need for the Board to be aware of additional space needs for a diesel laboratory and a green house. Those facilities should be provided by 1980.

Also, a result of the space utilization investigation is the recommendation that the Board be aware of the needs of our maintenance personnel and provide adequate facilities for their operation.

As of September 1974, enrollment figures show more than 65% of the students enrolled at Sauk are career program students. The space requirements for instructional programs sought by these students must be given high priority by the College administration and the Board of Trustees.

lm
9/18/74

B-74
September 17, 1974

OFFICE OF THE DEAN OF ARTS AND SCIENCES

SAUK VALLEY COLLEGE

FALL SEMESTER 1974

Faculty LoadHUMANITIES

					<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Hrs</u>
Anderson, Nels								
SPE 131	B	LT	General Principles of Speech	3	3	24	72	
SPE 131	E	LT	General Principles of Speech	3	3	25	75	
SPE 132	A	LT	Voice and Articulation	3	3	8	24	
SPE 141	A	LT	Intro. to Theatre	3	3	14	42	
SPE 147	A	LT	Theatre Practicum	1	1	7	7	
				13	13	78	220	
Brown, Carolyn								
ART 219	A	BT	Ceramics I	3	6	18	54	
ART 219	B	BT	Ceramics I	3	6	9	27	
				6	12	27	81	
Devine, John								
ENG 101	G	LT	Rhetoric and Composition	3	3	31	93	
ENG 101	J	LT	Rhetoric and Composition	3	3	20	60	
ENG 101	K	LT	Rhetoric and Composition	3	3	35	105	
ENG 225	A	LT	American Literature to 1860	3	3	12	36	
LAN 101	A	LB	Beginning French I	0	2	13	0	
LAN 101	A	LT	Beginning French I	4	3	13	52	
LAN 201	A	LB	Intermediate French I	0	2	7	0	
LAN 201	A	LT	Intermediate French I	4	3	7	28	
IDS 298	A	LT	Independent Study	1	V4	3	3	
IDS 298	A	LT	Independent Study	2	V4	1	2	
IDS 298	A	LT	Independent Study	4	V4	1	4	
				27	34	143	383	

HUMANITIES, Cont'd.

					<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Hrs</u>
Dill, Ross								
ENG 100	N	LT	Communication & Writing Skills	3	3	13	39	
ENG 101	B	LT	Rhetoric and Composition	3	3	31	93	
ENG 101	C	LT	Rhetoric and Composition	3	3	34	102	
ENG 201	A	LT	Fiction (Escape and Reality)	3	3	27	81	
ENG 270	A	LT	Creative Writing I	3	3	19	57	
				15	15	124	372	
Guinnup, Max								
MUS 105	A	LB	1 ^{sr} Concert Choir	1	3	17	17	
MUS 105	N	LB	Concert Choir	1	2	3	3	
MUS 131	A	LB	Applied Music: Voice	1	V2	5	5	
MUS 131	A	LB	Applied Music: Voice	2	V2	5	10	
MUS 139	A	LB	Ensemble	1	2	3	3	
MUS 140	A	LB	Ensemble	1	2	1	1	
MUS 201	A	LT	Introduction to Music	3	3	47	141	
MUS 201	B	LT	Introduction to Music	3	3	17	51	
MUS 201	C	LT	Introduction to Music	3	3	16	48	
MUS 201	N	LT	Introduction to Music	3	3	35	105	
MUS 205	A	LB	Concert Choir	1	3	17	17	
MUS 239	A	LB	Ensemble	1	2	4	4	
				21	30	170	405	
Guzman, Fabricio								
SOC 257	N	LT	Chicano Culture	3	3	13	39	
IDS 298	F	LT	Independent Study	3	V4	1	3	
				6	7	14	42	
Hedstrom, Ruth								
MUS 111	A	LB	Theory of Music: Fundamentals	0	2	13	0	
MUS 111	A	LT	Theory of Music: Fundamentals	4	3	13	52	
MUS 135	A	LB	Applied Music: Piano	1	V2	10	10	
MUS 135	A	LB	Applied Music: Piano	2	V2	5	10	
MUS 150	A	LT	Music History and Literature	3	3	10	30	
MUS 211	A	LB	Theory of Music: Harmony	0	2	6	0	
MUS 211	A	LT	Theory of Music: Harmony	4	3	6	24	
				14	17	63	126	

					Cr	Cont	Stu	Hrs
Horton, Anne								
ENG 100	A	LT	Communications & Writing Skills		3	3	21	63
ENG 101	A	LT	Rhetoric and Composition		3	3	50	150
ENG 101	E	LT	Rhetoric and Composition		3	3	29	87
ENG 101	N	LT	Rhetoric and Composition		3	3	22	66
					12	12	122	366
Keller, Bruce								
ART 219	N	BT	Ceramics I		3	6	13	39
ART 220	N	BT	Ceramics II		3	6	3	9
					6	12	16	48
Lillyman, Kit								
ENG 206	N	LT	Introductory Colloquia in Lit.		3	3	4	12
LAN 161	A	LB	Beginning Spanish I		0	2	13	0
LAN 161	A	LT	Beginning Spanish I		4	3	13	52
LAN 261	A	LB	Intermediate Spanish I		0	2	7	0
LAN 261	A	LT	Intermediate Spanish I		4	3	8	32
IDS 298	B	LT	Independent Study		3	V4	1	3
IDS 298	B	LT	Independent Study		4	V4	1	4
ENG 101	H	LT	Rhetoric and Composition		3	3	25	75
					21	24	72	178
Lovekin, David								
PHL 101	N	LT	Intro. to Logic & Formal Reas.		3	3	21	63
PHL 102	A	LT	Introduction to Philosophy		3	3	25	75
PHL 102	B	LT	Introduction to Philosophy		3	3	8	24
PHL 103	N	LT	Ethics and Social Policy		3	3	26	78
PHL 204	A	LT	Contemporary Moral Issues		3	3	18	54
					15	15	98	294
* Malone, Teresa								
ENG 100	B	LT	Communication & Writing Skills		3	3	10	30
ENG 110	B	LT	Reading Techniques		1	V3	1	1
ENG 110	B	LT	Reading Techniques		2	V3	2	4
ENG 110	B	LT	Reading Techniques		3	V3	20	60
ENG 110	D	LT	Reading Techniques		1	V3	4	4
ENG 110	D	LT	Reading Techniques		2	V3	3	6
ENG 110	D	LT	Reading Techniques		3	V3	13	39
ENG 110	G	LT	Reading Techniques		2	V3	1	2
ENG 110	G	LT	Reading Techniques		3	V3	8	24
ENG 110	NA	LT	Reading Techniques		2	V3	1	2
ENG 110	NA	LT	Reading Techniques		3	V3	8	24
					25	33	71	196

*Also teaches GSP 050 B, D, G, NA, HSV 294 N

					Cr	Cont	Stu	Hrs
Mathis, Jerry								
SPE 121	A	LT	Speech Practicum		1	1	2	2
SPE 131	A	LT	General Principles of Speech		3	3	24	72
SPE 131	C	LT	General Principles of Speech		3	3	28	84
SPE 131	D	LT	General Principles of Speech		3	3	25	75
SPE 232	A	LT	Oral Interpretation		3	3	5	15
					13	13	84	248
Matter, Robert								
ART 101	A	BT	Beginning Design		3	6	19	57
ART 113	A	BT	Basic Drawing I		2	4	28	56
ART 119	A	LT	Art Survey		3	3	20	60
ART 119	N	LT	Art Survey		3	3	19	57
ART 202	N	LB	Painting - Watercolor		2	4	17	34
ART 213	A	BT	Intermediate Drawing I		2	4	2	4
IDS 298	D	LT	Independent Study		2	V4	1	2
					17	28	106	270
Reeverts, John								
LAN 151	N	BT	Beginning German I		4	5	19	76
LAN 251	N	BT	Intermediate German I		4	5	1	4
					8	10	20	80
Schafer, Ron								
ENG 151	A	LT	Journalism I		3	3	13	39
ENG 155-255	A	LB	Newspaper Production		1	3	2	2
					4	6	15	41
Sutter, Ed								
SPE 131	F	LT	General Principles of Speech		3	3	16	48
SPE 131	G	LT	General Principles of Speech		3	3	19	57
SPE 131	H	LT	General Principles of Speech		3	3	11	33
SPE 131	N	LT	General Principles of Speech		3	3	22	66
					12	12	68	204
O'Banion, John								
ENG 101	D	LT	Rhetoric and Composition		3	3	30	90
ENG 101	F	LT	Rhetoric and Composition		3	3	32	96
ENG 103	A	LT	Rhetoric, Composition & Lit.		3	3	51	153
ENG 220	N	LT	The Bible as Literature I		3	3	26	78
					12	12	139	417

				<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Hrs</u>
* Pinter, Karen							
ENG 110	A	LT	Reading Techniques	1	V3	1	1
ENG 110	A	LT	Reading Techniques	2	V3	1	2
ENG 110	A	LT	Reading Techniques	3	V3	10	30
ENG 110	C	LT	Reading Techniques	2	V3	10	5
ENG 110	C	LT	Reading Techniques	3	V3	12	36
ENG 110	H	LT	Reading Techniques	1	V3	3	3
ENG 110	H	LT	Reading Techniques	3	V3	14	42
ENG 110	N	LT	Reading Techniques	1	V3	1	1
ENG 110	N	LT	Reading Techniques	2	V3	4	8
ENG 110	N	LT	Reading Techniques	3	V3	15	45
ENG 203	A	LT	Poetry	3	3	12	36
				24	33	83	209

* Also teaches GSP 050 A, C, H, and GSP 055 A

* Walrath, Charles

ENG 110	E	LT	Reading Techniques	1	V3	2	2
ENG 110	E	LT	Reading Techniques	2	V3	4	8
ENG 110	E	LT	Reading Techniques	3	V3	5	15
ENG 110	F	LT	Reading Techniques	1	V3	1	1
ENG 110	F	LT	Reading Techniques	2	V3	2	4
ENG 110	F	LT	Reading Techniques	3	V3	10	30
ENG 110	J	LT	Reading Techniques	1	V3	1	1
ENG 110	J	LT	Reading Techniques	3	V3	7	21
				16	24	32	82

* Also teaches GSP 050 E, F, J, GSP 063, GSP 080 A, N

TOTAL HUMANITIES 287 362 1545 4262

NATURAL SCIENCE

Bunch, Noah				
BIO 120	A	LT	Environmental Health	3
				3

3 3 38 114

3 3 38 114

NATURAL SCIENCE , Cont'd.

Frederick, Lauren

MAT 220	A	LT	Basic Mathematical Analysis I	3	3	38	114
MAT 105	A	LT	Basic Algebra	3	3	31	93
MAT 115	A	LT	Principles of Modern Mathematics	3	3	27	81
MAT 115	B	LT	Principles of Modern Mathematics	3	3	24	72
MAT 122	A	LT	Plane Trigonometry	3	3	19	57
				15	15	139	417

Harding, Thomas

MAT 105	N	LT	Basic Algebra	3	3	26	78
MAT 121	A	LT	College Algebra	3	3	22	66
PHY 201	A	BT	General Physics I	0	2	26	0
PHY 201	A	LT	General Physics I	5	4	28	140
PHY 201	B	BT	General Physics I	0	3	2	0
				11	15	104	284

*** Harper, Charles**

GSC 103	B	LT	The Earth in Space	3	3	4	12
GSC 103	N	LB	The Earth in Space	0	2	9	0
GSC 103	N	LT	The Earth in Space	4	3	9	36
GSC 103	A	LB	The Earth in Space	0	2	25	0
GSC 103	A	LT	The Earth in Space	4	3	34	136
GSC 103	B	LB	The Earth in Space	0	2	9	0
GSC 103	N	LT	The Earth in Space	3	3	1	3
				14	18	91	187

*Also teaches GEO 122, 123, Social Science

Heuck, Dale

CHE 104	A	LT	Intro. to Scientific Instrumen.	3	3	13	39
CHE 105	A	BT	General Chemistry I	0	2	26	0
CHE 105	A	LT	General Chemistry I	5	3	81	405
CHE 105	B	BT	General Chemistry I	0	2	26	0
CHE 105	C	BT	General Chemistry I	0	3	18	0
CHE 201	A	BT	Organic Chemistry I	0	2	17	0
CHE 201	A	LT	Organic Chemistry I	5	4	17	85
				13	19	198	529

NATURAL SCIENCE, Cont'd.

Cr. Cont Stu Hrs

Keller, Stuart

MAT 105	B	LT	Basic Algebra	3	3	10	30
PHY 212	A	BT	Engineering Physics II	0	2	14	0
PHY 212	A	LT	Engineering Physics II	5	4	14	70
PHY 221	A	LT	Mechanics (Statics)	3	3	10	30
				11	12	48	130

*** Major, James**

MAT 121	B	LT	College Algebra	3	3	27	81
MAT 122	N	LT	Plane Trigonometry	3	3	22	66
MAT 203	A	LT	Calculus & Analyt. Geometry I	4	3	37	148
MAT 203	AA	LT	Calculus & Analyt. Geometry I	0	1	36	0
MAT 204	A	LT	Calculus & Analyt. Geometry II	4	4	15	60
MAT 205	A	LT	Calculus & Analyt. Geometry III	4	3	9	36
MAT 205	AA	LT	Calculus & Analyt. Geometry III	0	1	9	0

*Also in General Studies

18 18 155 391

Weller, Mary

BIO 105	B	LT	Principles of Biology	5	4	18	90
BIO 105	D	LT	Principles of Biology	3	3	7	21
BIO 109	A	LB	Principles of Med. Sci. I	0	2	25	0
BIO 109	A	LT	Principles of Med. Sci. I	4	3	94	376
BIO 109	B	LB	Principles of Med. Sci. I	0	2	23	0
BIO 109	C	LB	Principles of Med. Sci. I	0	2	24	0
BIO 109	D	LB	Principles of Med. Sci. I	0	2	22	0

12 18 213 487

Youker, David

BIO 105	A	BT	Principles of Biology	0	2	20	0
BIO 105	A	LT	Principles of Biology	5	4	79	395
BIO 105	B	BT	Principles of Biology	0	2	31	0
BIO 105	C	BT	Principles of Biology	0	2	24	0
BIO 105	C	LT	Principles of Biology	3	3	6	18
BIO 105	D	BT	Principles of Biology	0	2	22	0

8 15 182 413

Zeigler, James

CHE 101	N	BT	Basic Chemistry	0	2	13	0
CHE 101	N	LT	Basic Chemistry	5	4	12	60
CHE 105	N	BT	General Chemistry I	0	3	11	0

5 9 36 60

TOTAL NATURAL SCIENCE

110 142 1204 3012

Cr Cont Stu Hrs

PHYSICAL EDUCATION

Holmberg, Claryce

BIO 120	B	LT	Environmental Health	3	3	30	90
PED 123	A	LB	Conditioning - Women	1	2	7	7
PED 123	N	LB	Conditioning - Women	1	2	9	9
PED 124	A	LB	Co-ed Beginning Swimming	1	2	9	9
PED 134	A	LB	Beginning Golf	1	2	13	13
PED 213	A	BT	First Aid	1	2	36	36
PED 216	A	BT	Intro. to Recreation	2	3	13	26
				10	16	117	190

* **Mabee, Dan**

PED 120	A	LB	Co-ed Badminton	1	2	16	16
PED 122	A	LB	Co-ed Bowling	1	2	17	17
PED 125	A	LB	Co-ed All-level Swimming	1	2	5	5
PED 127	N	LB	Co-ed Volleyball	1	2	22	22
PED 129	A	LB	Weightlifting - Men	1	2	16	16
PED 136	A	LB	Archery	1	2	8	8
PED 213	N	BT	First Aid	1	2	10	10
PED 214	A	LT	Intro. to Physical Education	3	3	20	60
				10	17	114	154

Palumbo, Frank

PED 121	A	LB	Basketball - Men	1	2	14	14
PED 126	A	LB	Co-Ed Tennis	1	2	10	10
PED 126	B	LB	Co-Ed Tennis	1	2	19	19
PED 128	A	LB	Wrestling - Men	1	2	5	5
PED 210	A	LT	Tech. & Theory of Basketball Chg. 3	3	3	12	36
PED 220	A	BT	Co-ed Rhythms & Games/Children	2	3	11	22
				9	14	71	106

TOTAL PHYSICAL EDUCATION

29 47 302 450

* Also teaches GSS 014 AS LT, BS LT

					<u>Cr.</u>	<u>Cont</u>	<u>Stu</u>	<u>Hrs</u>
<u>SOCIAL SCIENCE</u>								
Byar, William								
HIS 132	A	LT	History of West. Civ. Since 1648	3	3	13	39	
HIS 210	A	LT	Illinois History	3	3	23	69	
HIS 210	N	LT	Illinois History	3	3	37	111	
HIS 222	A	LT	American History Since 1877	3	3	14	42	
HIS 222	B	LT	American History Since 1877	3	3	16	48	
				15	15	103	309	
Doyle, Donald								
PSY 103	C	LT	Intro. to Psychology	3	3	66	198	
PSY 103	E	LT	Intro. to Psychology	3	3	24	72	-
PSY 103	N	LT	Intro. to Psychology	3	3	58	174	
PSY 211	A	LT	Industrial Psychology	3	3	7	21	
PSY 275	A	LT	Educational Psychology	3	3	24	72	
				15	15	179	537	
Foster, Donald								
SOC 115	A	LT	Intro. to Anthropology	3	3	37	111	
SOC 115	B	LT	Intro. to Anthropology	3	3	7	21	
SOC 115	N	LT	Intro. to Anthropology	3	3	33	99	
SOC 116	A	LT	General Cultural Anthropology	3	3	16	48	
				12	12	93	279	
*Harper, Charles								
GEO 122	A	LT	World Regional Geography	3	3	10	30	
GEO 123	A	LT	Regional Geog. of N. America	3	3	10	30	
				6	6	20	60	
*Also in Natural Science								
Nesbit, Fred								
ECO 211	A	LT	Principles of Economics	3	3	15	45	
ECO 211	N	LT	Principles of Economics	3	3	16	48	
PSY 103	A	LT	Intro. to Psychology	3	3	50	150	
PSY 103	B	LT	Intro. to Psychology	3	3	55	165	
PSY 103	D	LT	Intro. to Psychology	3	3	25	75	
IDS 298	C	LT	Independent Study	3	V4	1	3	
				18	19	162	486	

					<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Hrs</u>
<u>SOCIAL SCIENCE, Cont'd</u>								
Petersen, Maxine								
PSY 200	A	LT	Human Growth & Development		3	3	34	102
PSY 200	B	LT	Human Growth & Development		3	1	24	72
PSY 217	A	LT	Abnormal Psychology		3	3	40	120
PSY 251	A	LT	Human Sexuality & Marriage		3	3	34	102
PSY 251	N	LT	Human Sexuality & Marriage		3	3	70	210
					<u>15</u>	<u>13</u>	<u>202</u>	<u>606</u>
Vrhel, George								
SOC 111	A	LT	Introduction to Sociology		3	3	46	138
SOC 111	B	LT	Introduction to Sociology		3	3	24	72
SOC 111	C	LT	Introduction to Sociology		3	3	16	48
SOC 111	N	LT	Introduction to Sociology		3	3	44	132
SOC 112	A	LT	Social Problems		3	3	14	42
					<u>15</u>	<u>15</u>	<u>144</u>	<u>432</u>
Wharton, Robert								
GOV 163	A	LT	National Gov. & Politics		3	3	17	51
GOV 163	B	LT	National Gov. & Politics		3	3	20	60
GOV 163	C	LT	National Gov. & Politics		3	3	17	51
GOV 164	N	LT	State & Local Politics & Gov.		3	3	15	45
HIS 221	A	LT	American History to 1877		3	3	22	66
					<u>15</u>	<u>15</u>	<u>91</u>	<u>273</u>
TOTAL SOCIAL SCIENCE					111	110	994	2982

September 17, 1974

SAUK VALLEY COLLEGE

FALL SEMESTER 1974

Faculty Load

<u>SOCIAL SCIENCE AND PUBLIC SERVICES</u>				<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Hrs</u>
Adams, Noel							
PSY 100	D	LT	Orientation	1	1	18	18
PSY 100	L	LT	Orientation	1	1	18	18
HSV 210	B	LT	Human Services Seminar III	1	1	10	10
HSV 250	B	IN	Human Services Practicum I	3	15	11	33
				6	18	57	79
Holtam, Richard							
PSY 100	H	LT	Orientation	1	1	18	18
PSY 100	M	LT	Orientation	1	1	15	15
HSV 101	A	LT	Intro. to Human Relations	3	3	31	93
				5	5	64	126
Johnson, Ann							
PSY 100	F	LT	Orientation	1	1	15	15
PSY 100	K	LT	Orientation	1	1	16	16
HSV 210	C	LT	Human Services Seminar III	1	1	5	5
HSV 250	C	IN	Human Services Practicum I	3	15	6	18
				6	18	42	54
Meyer, Michael							
PSY 100	E	LT	Orientation	1	1	16	16
PSY 100	G	LT	Orientation	1	1	17	17
PSY 100	J	LT	Orientation	1	1	17	17
				3	3	50	50
Seguin, Michael							
& Ron Marlier							
HSV 110	A	LT	Human Services Seminar I	3	3	31	93
				3	3	31	93
Warren, Mack							
HSV 210	A	LT	Human Services Seminar III	1	1	3	3
HSV 250	A	IN	Human Services Practicum I	3	15	2	6
				4	16	5	9
TOTAL SOCIAL SCIENCE AND PUBLIC SERVICE				138	173	1243	3393

GENERAL STUDIES

***Major, James**

					<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Hrs</u>
GSP 070	A	LT	Fundamentals of Mathematics		3	V3	7	21
GSP 070	N	LT	Fundamentals of Mathematics		2	V3	1	2
GSP 070	N	LT	Fundamentals of Mathematics		3	V3	3	9
GSP 071	A	LT	Fundamentals of Algebra		3	V3	4	12
GSP 071	N	LT	Fundamentals of Algebra		3	V3	3	9
					14	15	18	53

*Also teaches in Math-Science Dept.

****Malone, Teresa**

GSP 050	B	LT	Reading and Study Skills		3	V3	6	18
GSP 050	D	LT	Reading and Study Skills		3	V3	7	21
GSP 050	G	LT	Reading and Study Skills		3	V3	3	9
GSP 050	NA	LT	Reading and Study Skills		3	V3	10	30

**Also teaches in Humanities Dept. & HSV

*****Pinter, Karen**

GSP 050	A	LT	Reading and Study Skills		3	V3	6	18
GSP 050	C	LT	Reading and Study Skills		3	V3	5	15
GSP 050	H	LT	Reading and Study Skills		3	V3	8	24
GSP 055	A	LT	Advanced Reading		3	3	1	3

***Also teaches in Humanities Dept.

Siebert, Donna

GSP 050	N	LT	Reading and Study Skills		2	V3	1	2
GSP 050	N	LT	Reading and Study Skills		3	V3	16	48

12 12 20 60

5 6 17 50

**** Walrath, Charles**

GSP 050	E	LT	Reading and Study Skills		3	V3	4	12
GSP 050	F	LT	Reading and Study Skills		3	V3	9	27
GSP 050	J	LT	Reading and Study Skills		3	V3	4	12
GSP 063	A	LT	Basic Writing Skills		3	3	3	9
GSP 080	A	LT	GED Tutorial		3	V3	10	30
GSP 080	N	LT	GED Tutorial		2	V3	1	2
GSP 080	N	LT	GED Tutorial		3	V3	17	51

20 21 48 143

** Also teaches in Humanities Dept.

TOTAL GENERAL STUDIES

63 66 129 384

9/18/74

OFFICE OF THE DEAN OF CAREER EDUCATION

SAUK VALLEY COLLEGE
FALL SEMESTER

1974

<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Stu</u>	<u>Cr Hrs</u>
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AGRICULTURE

Clayton, Ron

AGR 144N	LT	Plant Propagation	3	3	11	33
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McCormick, Royal

AGR 140N	LT	Floral Design	3	3	19	57
AGR 240N	LT	Advanced Floral Design	<u>3</u>	<u>3</u>	<u>1</u>	<u>3</u>
			<u>6</u>	<u>6</u>	<u>20</u>	<u>60</u>

Schick, Art

AGR 115A	LT	Fundamentals of Animal Science	3	3	17	51
AGR 117A	LT	Principles of Feeding	<u>3</u>	<u>3</u>	<u>10</u>	<u>30</u>
			<u>6</u>	<u>6</u>	<u>27</u>	<u>81</u>

Spencer, Norman

AGR 101A	LT	Principles of Soil Science	4	3	4	16
AGR 101A	LB	Principles of Soil Science	0	2	4	0
AGR 101B	LT	Principles of Soil Science	3	3	9	27
AGR 101B	LB	Principles of Soil Science	0	1	9	0
AGR 131A	LT	Farm Power Equipment	3	2	12	36
AGR 201A	LT	Crop Science	3	3	16	48
AGR 201A	LB	Crop Science	0	1	16	0
AGR 216A	LT	Farm Management	3	3	6	18
AGR 219A	LT	Marketing Agricultural Products	<u>3</u>	<u>3</u>	<u>8</u>	<u>24</u>
			<u>19</u>	<u>21</u>	<u>84</u>	<u>169</u>

(Note: AGR 131A Lb listed under Irv Parke in Vo Tec section of this report)

BUSINESS

Burton, Don

BUS 103B	LT	Introduction to Business	3	3	25	75
BUS 112NA	LT	Human Relations	3	3	27	81
BUS 208A	LT	Business Law I	3	3	31	93
BUS 208N	LT	Business Law I	3	3	47	141
ECO 111A	LT	Introduction to Economics	<u>3</u>	<u>3</u>	<u>20</u>	<u>60</u>
			<u>15</u>	<u>15</u>	<u>150</u>	<u>450</u>

<u>BUSINESS</u> (Contd)	Cr	Cont	Stu	Stu	
				Cr	Hrs
Brown, Patricia					
BUS 107N	LT	Business Correspondence	3	3	12
					36
Clevenger, Walter					
BUS 231B	LT	Occupational Seminar I - Data Processing	1	1	3
EDP 101A	LT	Introduction to Data Processing	3	3	8
EDP 101N	LT	Introduction to Data Processing	3	3	14
			7	7	25
					42
					69
Dahlberg, Marvin					
BUS 100N	LT	Basic Accounting	3	3	32
BUS 101A	LT	Principles of Accounting	3	3	26
BUS 101B	LT	Principles of Accounting	3	3	36
BUS 101C	LT	Principles of Accounting	3	3	15
BUS 201N	LT	Intermediate Accounting	3	3	25
BUS 231C	LT	Occupational Seminar I - Accounting	1	1	16
			16	16	150
					16
					418
Doolen, Richard					
EDP 120N	BT	Data Processing Operations	1	V3	15.6
EDP 213N	BT	Programming III	3	4	10
EDP 214N	LT	System Development and Design	3	3	7
			7		21
					32.6
					66.6
Gates, Carl					
BUS 105A	LT	Salesmanship	3	3	11
BUS 112N	LT	Human Relations	3	3	29
BUS 205A	LT	Principles of Management	3	3	24
BUS 206N	LT	Small Business Management	3	3	27
BUS 210A	LT	Marketing	3	3	22
			15	15	113
					66
					339

				<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Stu</u>	<u>Cr Hrs</u>
<u>BUSINESS</u> (Continued)								
Hartje, Ron								
BUS 100A	LT	Basic Accounting		3	3	25		75
BUS 101N	LT	Principles of Accounting		3	3	48		144
BUS 102A	LT	Fundamentals of Accounting		3	3	9		27
* BUS 106A	LT	Business Mathematics		3	3	41		123
* BUS 108A	LT	Business Mathematics II		2	2	4		8
(*Taught Concurrently)				<u>14</u>	<u>14</u>	<u>127</u>		<u>377</u>
Jokerst, Dennis								
BUS 204N	LT	Tax Accounting		3	3	25		75
Jones, Jackie								
EDP 120N	BT	Data Processing Operations		1	V3	15.6		15.6
Munsell, Mary Jane								
SEC 223N	BT	Machine Transcription III		3	4	9		27
Osborn, Philip S.								
BUS 103A	LT	Introduction to Business		3	3	20		60
BUS 103N	LT	Introduction to Business		3	3	38		114
* BUS 106N	LT	Business Mathematics		3	3	27		81
* BUS 108N	LT	Business Mathematics II		2	2	5		10
BUS 231A	LT	Occupational Seminar I - Mid Mgt		1	1	12		12
BUS 235A	LB	Occupational Internship I		3	15	34		102
(* Taught Concurrently)				<u>15</u>	<u>27</u>	<u>136</u>		<u>379</u>
Pfeifer, Alan								
EDP 111A	BT	Programming I		3	4	21		63
EDP 111N	BT	Programming I		3	4	27		81
EDP 120N	BT	Data Processing Operation		1	3	15.6		15.6
				<u>7</u>	<u>11</u>	<u>63.6</u>		<u>159.6</u>

	<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Stu</u>
				<u>Cr Hrs</u>

SECRETARIAL SCIENCE LABORATORY

Cavosie, Diane
Henkel, Sheryl
Paulsen, Vi
Phillips, Jan
Tatum, Betsy
Tegeler, Cindy

SEC 111 A-N	BT	Beginning Shorthand)				
SEC 113 A-N	BT	Beginning Typing)				
SEC 114 A-N	BT	Intermediate Typing)				
SEC 115 A-N	BT	Intermediate Shorthand)				
SEC 119 A-N	BT	Machine Transcription)	89	Var	206	552
SEC 212 A-N	BT	Transcription)		1-2-3		
SEC 215 A-N	BT	Advanced Typing)				
SEC 219A-N	BT	Business Machines I)				
SEC 220 A-N	BT	Business Machines II)				

CRIMINAL JUSTICE

Crouse, Robert

CJS 101N	LT	Introduction to Criminal Justice	3	3	55	165
CJS 108A	LT	Criminology	3	3	51	153
CJS 236A	LT	Criminalistics	3	2	13	39
CJS 236A	LB	Criminalistics	0	2	0	12
SOC 289N	LT	Juvenile Delinquency	3	3	11	33
			12	13	130	402

Morgan, Glenn

CJS 230N	LT	Police Community Relations	3	3	17	51
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Osborn, Philip G.

CJS 221A	LT	Administration of Corrections	3	3	6	18
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Ward, Pat

CJS 210N	LT	Family in American Law	3	3	30	90
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Williams, Al

CJS 130A	LT	Criminal Investigation	3	3	32	96
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				<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Stu</u>
							<u>Cr Hrs</u>
<u>FIRE CONTROL TECHNOLOGY</u>							
Cooper, V. Wayne							
FCT 101N	BT	Fire Apparatus and Equipment		2	3	5	10
Gasso, Charles							
FCT 100N	BT	Fire Protection and the Comm		2	3	9	18
Logan, George							
FCT 102N	BT	Basic Techniques of Fire Fghtng		2	3	12	24
<u>INDUSTRIAL AND TECHNICAL OCCUPATIONS</u>							
Cade, George							
EET 110A	LT	Digital Circuits		4	3	17	68
EET 110N	LB	Digital Circuits		0	3	9	0
EET 205A	LT	A-C Circuits Analysis		4	3	6	24
EET 205A	LB	A-C Circuits Analysis		0	3	6	0
				8	12	38	92
Happach, Ron							
EET 105N	BT	Direct Current Fundamentals		3	3	28	84
IND 125A	LT	Machining and Manuf Processes		4	2	19	76
IND 160N	BT	Fundamentals of Electricity		3	4	32	96
WLD 100N	LT	Blueprint Reading and Layout		3	3	41	123
				13	12	120	379
Kirby, Allan							
EET 210N	LT	Pulse and Switching Circuits		4	3	4	16
EET 210N	LB	Pulse and Switching Circuits		0	3	4	0
				4	6	8	16

	<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Stu</u> <u>Cr Hrs</u>
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INDUSTRIAL AND TECHNICAL OCCUPATIONS (Continued)

Logemann, Robert

AUT 123A	BT	Autom Electrical Theory	2	4	15	30
AUT 123N	BT	Autom Electrical Theory	2	4	11	22
AUT 127A	LT	Internal Combustion Engines	4	3	25	100
AUT 127A	LB	Internal Combustion Engines	0	3	18	0
AUT 127B	LB	Internal Combustion Engines	0	3	7	0
AUT 229A	BT	Engine Diagnosis	4	4	7	28
AUT 229AA	BT	Engine Diagnosis	0	2	7	0
GSV 015N	LT	Refrigeration and Heating I	<u>2</u>	<u>2</u>	<u>20</u>	<u>40</u>
			<u>14</u>	<u>25</u>	<u>110</u>	<u>220</u>

Merriman, Gary

WLD 101N	BT	Welding I	4(6)	6(9)	34	204
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Oster, Charles

DFT 104N	BT	Basic Technical Drawing	4	6	18	72
EGR 103N	BT	Engineering Graphics	3	6	1	3
IND 110A	LT	Technical Mathematics I	4	4	29	116
MET 202A	LT	Machine Design II	4	3	3	12
MET 202A	LB	Machine Design II	0	2	3	0
MET 210A	LT	Mechanisms	3	2	2	6
MET 210A	LB	Mechanisms	0	2	2	0
			<u>18</u>	<u>25</u>	<u>58</u>	<u>209</u>

Parke, Irv

AGR 131A	LB	Farm Power and Equipment	0	2	12	0
AUT 130N	BT	Carburetion	2	4	14	28
AUT 222A	LT	Autom Service and Repair II	4	2	5	20
AUT 222A	LB	Autom Service and Repair II	0	6	5	0
AUT 232A	LT	Std Transmission and Drive Lines	2	1	6	12
AUT 232A	LB	Std Transmission and Drive Lines	0	3	6	0
IND 125A	LB	Machining and Manuf Processes	0	4	19	0
			<u>8</u>	<u>22</u>	<u>67</u>	<u>60</u>

Taylor, Gerald

WLD 203N	BT	Welding Metallurgy	2	4	5	10
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AVIATION

Young, Ray

AVA 101N	LT	Private Pilot Ground Trng II	2	2	26	52
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COSMETOLOGY

Renner, Keith

COS 101A	BT	Cosmetology I	8	28	14	112
COS 102A	BT	Cosmetology II	4	13	10	40
COS 102AA	BT	Cosmetology II	0	0	10	0
COS 103A	BT	Cosmetology III	12	40	15	180
COS 103AA	BT	Cosmetology III	0	0	15	0
COS 104A	BT	Cosmetology IV	12	40	7	84
COS 104AA	BT	Cosmetology IV	0	0	7	0
			36	121	78	416

HEALTH

AD NURSING

Appler, Esther

Director of AD Nursing

Hain, Carol - Kime, Janet

HEA 220A	LT-LB	Mental and Phys Hea Problems II	10	22	37	370
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Hilton, June - Longanecker, Esther

HEA 119A	LT	Intro to Nurs and Mat and Inf Nurs	3	4	12
HEA 119B	LT	Intro to Nurs and Mat and Inf Nurs	3	2	6
HEA 120A	LT	Intro to Nurs and Mat and Inf Nurs	6	38	228
HEA 120A	LB	Intro to Nurs and Mat and Inf Nurs	0	19	0
HEA 120B	LB	Intro to Nurs and Mat and Inf Nurs	0	16	0
HEA 120C	LB	Intro to Nurs and Mat and Inf Nurs	0	8	0
HEA 120B	LT	Intro to Nurs and Mat and Inf Nurs	6	3	30
			18	30	92
					276

	<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Stu</u>
				<u>Cr Hrs</u>

HEALTH (Continued)

LP NURSING

Grossman, Leona

HEA 085B	LT	Introduction to Practical Nursing	1	3	40	40
HEA 085BB	LT	Introduction to Practical Nursing	0	3	40	0
HEA 085CC	LT	Introduction to Practical Nursing	0	6	40	0
HEA 086AB	LT	Fdns of Modern Bedside Nursing I	0	3	40	0
HEA 086B	LT	Fdns of Modern Bedside Nursing I	3	3	40	120
HEA 087AA	LB	Pract of Modern Bedside Nursing I	0	2	40	0
HEA 087C	LB	Pract of Modern Bedside Nursing I	6	12	13	78
			<u>10</u>	<u>32</u>	<u>253</u>	<u>238</u>

Johnson, Rosemary

HEA 085C	LT	Introduction to Practical Nursing	1	3	40	40
HEA 086C	LT	Fdns of Modern Bedside Nursing I	3	3	40	120
HEA 087B	LB	Pract of Modern Bedside Nursing I	6	12	12	72
			<u>10</u>	<u>18</u>	<u>92</u>	<u>232</u>

Melvin, Joan

HEA 085A	LT	Introduction to Practical Nursing	2	3	40	80
HEA 085AA	LT	Introduction to Practical Nursing	0	6	40	0
HEA 086A	LT	Fdns of Modern Bedside Nursing I	3	3	40	120
HEA 086AA	LT	Fdns of Modern Bedside Nursing I	0	3	41	0
HEA 087A	LB	Pract of Modern Bedside Nursing I	6	12	15	90
			<u>11</u>	<u>27</u>	<u>176</u>	<u>290</u>

MEDICAL LAB TECHNOLOGY

Nelson, Harold

HEA 160A	LT	Medical Lab Science III	9	6	9	81
HEA 160A	LB	Medical Lab Science III	0	9	9	0
HEA 160B	LB	Medical Lab Science III	0	9	9	0
HEA 160C	LB	Medical Lab Science III	0	9	9	0
HEA 168A	LT	Medical Lab Science IV	11	6	10	110
HEA 168A	LB	Medical Lab Science IV	0	9	9	0
HEA 168B	LB	Medical Lab Science IV	0	9	10	0
HEA 168C	LB	Medical Lab Science IV	0	9	10	0
HEA 170A	IN	Medical Lab Practicum II	8	40	1	8
			<u>28</u>	<u>106</u>	<u>76</u>	<u>199</u>

				<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Stu</u>
							<u>Cr Hrs</u>
<u>HEALTH</u> (Continued)			<u>RADIOLOGIC TECHNOLOGY</u>				
Harder, Tom							
HEA 194	LT	Intro to Medical Radiography		6	4	9	54
HEA 196A	LT	Sources of Ionizing Radiation		4	4	9	36
HEA 294A	LT	Med Rad Exposure and Processing		5	3	9	45
HEA 298A	LT	Radiographic Practicum III		4	2	2	8
				<u>19</u>	<u>13</u>	<u>29</u>	<u>143</u>

Love, Kenneth)
 Shippert, Stanley)
 Thompson, Robert) In hospitals - supervisory
 Weitzel, John) Laboratories
 Lutyens, Neal)

HEA 194A	LB	Intro to Medical Radiography		0	17	13	0
HEA 294A	LB	Med Rad Exposure and Processing		0	25	9	0
HEA 298A	LB	Radiographic Practicum III		0	30	2	0
				<u>0</u>	<u>72</u>	<u>24</u>	<u>0</u>

HUMAN SERVICES

Anderson, Ron

HSV 130N	LT	Manual Communications I		3	3	23	69
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Fannin, Allan

HSV 225NA	LT	Human Services Application		3	3	26	78
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Grot, James

HSV 225N	LT	Human Services Application		3	3	38	114
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<u>Cr</u>	<u>Cont</u>	<u>Stu</u>	<u>Stu</u>
			<u>Cr Hrs</u>

LIBRARY

Thomas, Robert

LIB 125N	LT	Library Reference	3	3	9	27
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Paulsen, Duane

LIB 125N	LT	Library Reference	3	3	9	27
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Zindel, David

LIB 205A	BT	Audio Visual Materials	3	4	17	51
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BILLS PAYABLE

SEPTEMBER 23, 1974

EDUCATIONAL FUND

000-565	WENTZEL, WILKINS, LOWE & WHEELER	Insurance	2,287	\$ 10,959.00
	SVC PAYROLL FUND	8-31-74 Payroll	2,288	43,199.94
000-521	PRUDENTIAL LIFE INS. CO.	Sept. premium	2,289	3,500.89
000-550	ASSN. COMMUNITY COLLEGE TRUSTEES	Travel-Cole	75.00	
000-550	X X X X	" - Coplan	90.50	165.50
000-550	AMERICAN SIGHTSEEING OF OREGON	Travel - Coplan	2,290	44.00
			2,291	
000-550	TWIN CITY TRAVEL	Pres. - Oregon	262.55	
000-550	X X X	Coplan	" -525.10	787.65
	SVC PAYROLL FUND	9-15-74 Payroll	2,293	<u>70,476.35</u>
				\$ 129,133.33

12543.00	ABINGDON PRESS	SUPPLIES	2.294	38.25
00530.00	ALLENS T V	SERVICE	2.295	27.00
00543.00	ALLIED ELECTRONICS	SUPPLIES	2.296	3.10
00541.00	THE AMBOY NEWS	SUPPLIES	11.34	
00547.00	X X	PUB RELA	50.00	61.34
00545.00	INDIAN HISTORIAN PRESS	BOOKS	2.298	8.75
00543.00	AMERICAN MEDICAL ASSN	SUPPLIES	2.299	5.50
00545.00	AMERICAN SOC OF CLINICAL PATHOL	BOOKS	2.300	45.00
00543.00	AMERICAN SOCIETY OF AGRONOMY	SUPPLIES	2.301	4.00
00541.00	AMSTERDAM PRINTING CO	SUPPLIES	2.302	144.53
00545.00	W H ANDERSON CO	BOOK	2.303	9.46
00543.00	ANN ARBOR BIOL CENTER	SUPPLIES	2.304	30.85
00547.00	ASHTON GAZETTE	PUBL RELA	2.305	36.00
12543.00	ASSOCIATED MUSIC PUBL	SUPPLIES	2.306	54.90
00545.00	ASSOCIATED PUBLISHERS	BOOKS	2.307	62.30
00547.00	AYER PRESS	PUB REAL	2.308	45.82
00545.00	BAKER & TAYLOR CO	BOOKS	2.309	954.10
00541.00	BALDWIN COOKE CO	SUPPLIES	2.310	26.08
00544.00	JIM BARBER	TUITION REIMB	138.00	
25550.00	X X	TRAVEL	56.40	194.40
00543.00	BARNES ENGINEERING CO	SUPPLIES	2.311	34.66
00565.00	BENOY INS AGCY	INS PREMIUM	2.312	1,093.00
00544.00	BLACKHAWK OFFICE SUPPLY	SUPPLIES	2.313	49.50
00543.00	BOGOTT INDUS SUPPLY	SUPPLIES	2.314	5.70
00543.00	SVC BOOKSTORE	SUPPLIES	2.315	
00543.00	X X	33.23		
00543.00	X X	7.15		
00543.00	X X	8.08		
12543.00	X X	7.19		
12543.00	X X	8.25		
5543.00	X X	229.90		
00543.00	X X	15.75		
12543.00	X X	1.90		
25543.00	X X	13.20		

CONTD TO NEXT PAGE

2541.02	SVC BOOKSTORE (CONTD)	SUPPLIES	1.58	
0.545.00	X X	6.75		
0.541.00	X X	3.77		
0.541.00	X X	13.14		
0.541.00	X X	1.00		
0.545.00	R R BOWKER CO	BOOKS	2.316	350.89
2543.00	BROUDE BROS	SUPPLIES	2.317	104.54
0.543.00	CAROLINA BIOL SUPPLY	SUPPLIES	2.318	11.05
0.541.00	CARROLL CO REVIEW	SUPPLIES	2.319	304.88
0.547.00	X X X	PUB RELA 64.00	2.320	78.25
0.575.00	CENTRAL TELEPHONE CO	SERVICE	2.321	1584.02
0.545.00	CHRONICLE GUIDANCE PUBL	BOOKS	2.322	1455.3
5.543.00	COMM ON DIAG READING	SUPPLIES	2.323	46.00
0.545.00	CONGRESSIONAL QUARTERLY	BOOKS	2.324	10.45
0.545.00	WILLIAM R CORLISS	BOOKS	2.325	6.95
0.541.00	THE COUNTRY LIFE	AD-VETS	2.326	9.60
0.543.00	CURTIN MATHESON SCI INC	SUPPLIES	2.327	19.40
0.541.00	DAILY GAZETTE	ADS-VETS 66.00		
0.547.00	X X X	PUB RELA 4.40		
0.547.00	X X X	ADS 13.20	2.328	83.60
0.544.00	DAVIS & GECK	SUPPLIES	2.329	225.00
0.544.00	ROSS DILL	TUITION REIMB.	2.330	90.00
0.541.00	DIXON EVENING TELEGRAPH	ADS-VETS 156.30		
0.547.00	X X X	PUB RELA 64.00	2.331	220.30
0.543.00	DIXON GARAGE SUPPLY	SUPPLIES	2.332	9.38
0.544.00	RICHARD DOOLEN	TUITION REIMB.	2.333	138.00
0.545.00	DOUBLEDAY & CO	BOOKS	2.334	47.68
2543.00	THE DRAWING BOARD	SUPPLIES	2.335	102.02
0.543.00	EDMUND SCI CO	SUPPLIES	2.336	41.50
0.541.00	EDUC TESTING SERV	SUPPLIES	2.337	204.00
0.547.00	ERIE REVIEW	PUB REAL	2.338	26.00
8.543.00	FILM COMMUNICATORS	SUPPLIES	2.339	336.00
0.543.00	FISHER SCI CO	SUPPLIES	2.340	306.78
0.547.00	THE FULTON JOURNAL	PUBLIC RELA	2.341	60.00
0.544.00	GAYLORD BROS INC	SUPPLIES	2.342	237.05
0.550.00	RALPH GELANDER	TRAVEL	2.343	12.75
0.545.00	IRENE GERDY	BOOKS	2.344	6.00
0.545.00	GUIDANCE ASSOCIATES	BOOKS	2.345	97.50
0.550.00	GULF OIL CORP	TRAVEL	2.346	29.48
8.543.00	HALE FIRE PUMP CO	FREIGHT CHARGES	2.347	14.98
0.541.00	HASKELLS	SUPPLIES 312.99		
0.585.00	X X	EQUIP 349.95	2.348	662.94
0.544.00	THE HECKMAN BINDERY	SUPPLIES	2.349	19.65
0.544.00	JUNE HILTON	TUITION REIMB.	2.350	141.50
0.543.00	HOARDS DAIRYMAN	SUPPLIES	2.351	5.00
0.561.00	I.B.M.	EQUIP RENTAL	2.352	272.70
0.543.00	ICN PHARMACEUTICALS INC	SUPPLIES	2.353	16.08
5.543.00	KEN OLSON-ILL COACHES	SUPPLIES	2.354	16.00
0.543.00	INDIANA UNIVERSITY	SUPPLIES	2.355	7.25
0.543.00	INTERNATIONAL FILM BUREAU	SUPPLIES	2.356	12.61
0.549.00	JOSTENS	DIPLOMAS	2.357	50.03
-0.543.00	LAB AIDS INC	SUPPLIES	2.358	88.70

00543.00	LAB GLASS INC	SUPPLIES	2359	162.44	
00547.00	LEROUX	SIGN	2360	6.11	
00544.00	LIBRARY OF CONGRESS	SUPPLIES	2361	9.80	
00544.00	MCGREGOR MAGAZINE AGCY	SUPPLIES	2362	3.00	
00544.00	3M BUSINESS PRODUCTS	SUPPLIES	2363	280.80	
00543.00	MACMILLAN SCI CO	SUPPLIES	2364	71.35	
00544.00	TERESA MALONE	TUITION REIMB	2365	90.00	
00530.00	DAVID MAYES	SERVICES	2366	150.00	
00543.00	MEANS SERVICES	SUPPLIES	2367	8.00	
00530.04	MONROE CALCULATOR CO	SERVICE	2368	57.50	
00530.00	MONTGOMERY ELEVATOR	SERVICE	2369	295.03	
00541.00	MOORE BUS FORMS	SUPPLIES	838.45		
00541.00	X X X	731.11	2370	1569.56	
00545.00	MSS MODULAR PUBL	BOOKS	2371	7.60	
00545.00	MT SAN JACINTO COLLEGE	BOOK	2372	8.80	
00542.00	MULTIGRAPHICS	SUPPLIES	2373	25.75	
00561.00	N.C.R.	EQUIP RENTAL	2374	3597.00	
00541.00	NATL CASH REG CO	SUPPLIES	2375	84.32	
00543.00	NATL LEAGUE FOR NURSING	SUPPLIES	2376	1.25	
00550.00	MARGE NELSON	TRAVEL	2377	7.80	
00543.00	N.I.U.	SUPPLIES	2378	2155	
00571.00	NORTHERN ILL GAS CO	SERVICE	2379	3692.59	
00543.00	AMERICAN JOURNAL OF NURSING	SUPPLIES	2380	25.00	
00545.00	OLIVER PRESS	BOOK	2381	4.45	
00541.00	OREGON REPUBLICAN REPORTER	SUPPLIES	16.00		
00547.00	X X X	PUB RELA	48.00	2382	64.00
00550.00	P S OSBORN	TRAVEL	2383	25.50	
00544.00	CHAS OSTER	TRAVEL-FAIR	2384	6.00	
12543.00	J W PEPPER OF DETROIT	SUPPLIES	2385	101.87	
18543.00	PORTERS CAMERA STORE	SUPPLIES	239.81		
00544.00	X X X	16.73	2386	256.54	
00543.00	PAMI LEARNING SYSTEMS	SUPPLIES	2387	7.10	
15543.00	PASSONS SPORT CENTER	SUPPLIES	2388	35.22	
00543.00	PERKIN-ELMER	SUPPLIES	2389	13.53	
	VOID CHECK		2390	.00	
00543.00	PHILLIPS BOOKS	SUPPLIES	2391	8.76	
15543.00	PRENTICE HALL	SUPPLIES	2392	29.85	
00547.00	PRINT GRAPHICS	PUB RELA	2393	36.00	
00541.00	PROPHESTOWN ECHO	ADS-VETS	2394	21.20	
12543.00	RED CARPET STEREO	SUPPLIES	2395	5.98	
00585.00	RICOH OF AMERICA INC	CALCULATOR	2396	380.97	
00530.00	ROCK VALLEY DISPOSAL	SERVICE	2397	10.00	
00541.00	ROCK VALLEY REVIEW	ADS-VETS	13.75	2398	63.75
00547.00	X X X	PUB RELA	50.00		
00543.00	SARGENT WELCH SCI CO	SUPPLIES	2399	128.55	
15543.00	SCIENCE RESEARCH ASSOC	SUPPLIES	2400	209.89	
00530.00	SVC BUILDING FUND	CONTR SERV PD FROM BLDG	2401	2034.53	
00547.00	B F SHAW PRINTING CO	ADS	11.40		
00547.00	X X X	PUB RELA	4.40	2402	15.80
00544.00	SITLERS ELEC SUPPLY	SUPPLIES	2403	788.35	
00545.00	SOUTH WESTERN PUBL CO	BOOKS	2404	14.45	
00542.00	GLENN SPUTER	SUPPLIES	2405	29.25	
15543.00	STECK VAUGHN CO	SUPPLIES	2406	22.22	

15543.00	STERLING BUS MACHINES	SUPPLIES	11.22		
0542.00	X X X	179.80			
0541.00	X X X	5.95			
0541.00	X X X	690.70			
0539.00	X X X	40.80	2407	928.47	
2543.00	STERLING CAMERA CENTER	SUPPLIES	2408	7.68	
0543.00	STEWART BEVERAGE CORP	SUPPLIES	2409	15.30	
0543.00	S.V.E.	SUPPLIES	2410	27.27	
0541.00	TRI COUNTY PRESS	ADS-VETS	10.08		
0547.00	X X X	PUB RELA	85.20	2411	95.28
0543.00	UNIV OF ILL	SUPPLIES	7.20		
0543.00	X X X	54.20	2412	61.40	
0545.00	UNIV OF MINN PRESS	BOOKS	2413	44.13	
0545.00	VOC EDUC PRODUCTIONS	BOOKS	2414	38.00	
0541.00	THE WALNUT LEADER	ADS-VETS	18.24		
0547.00	X X X	PUB RELA	32.00	2415	50.24
2543.00	WALTON MUSIC CORP	SUPPLIES	2416	219.96	
0531.00	WARD WARD CASTENDYCK---	SERVICE	2417	518.39	
0543.00	WARDS NATUAAL SCI EST	SUPPLIES	2418	48.65	
0543.00	WELDERS SUPPLY CO	SUPPLIES	2419	117.66	
0565.00	WENTSEL WILKINS LOWE---	INSURANCE	2420	92.00	
0545.00	WEST PUBL CO	BOOKS	2421	1750	
0545.00	WESTINGHOUSE LEARNING CORP	BOOK	2422	7.00	
0547.00	W J V M	PUB RELA	2423	48.00	
0547.00	WHITESIDE NEWS SENTINEL	PUBL RELA	2424	52.00	
0547.00	W I X N	PUB RELA	2425	48.00	
0541.00	WRITING SALES INC	SUPPLIES	2426	231.00	
0547.00	W S D R	PUB REAL	2427	50.00	
0544.00	XEROX UNIV MICROFILMS	SUPPLIES	2428	4.34	
0544.00	XEROX	SUPPLIES	2429	624.02	
0531.00	HAMILTON & BLAINE	AUDIT	2430	4,100.00	
0550.00	ROBERT EDISON	TRAVEL	2431	76.15	
	SVC IMPREST FUND	MISC EXPENSES	2432	566.21	
0543.00	SVG PETTY CASH	SUPPLIES	3.03		
0541.00	X X	7.98	2433	11.01	
0521.00	PRUDENTIAL LIFE INS CO	OCTOBER PREMIUM	2434	4,123.40	

TOTAL BILLS 35,898.31

Cks. #2287-2293 129,133.33

TOTAL EDUCATIONAL FUND FOR SEPTEMBER \$ 165,031.64

BUILDING FUND

!-000-521	PRUDENTIAL LIFE INS. CO.	Sept. Premium	3,390	\$ 716.14
!-000-544	VOID CHECK #3297 WRITTEN JULY			-1,539.00

00544.00	CARRYS GREENHOUSE	SUPPLIES	3.391	11.63
00544.00	CAR SKADEN BRAKE SERV	SUPPLIES	3.392	13.28
00573.00	COMMONWEALTH EDISON CO	SERVICE	3.393	8.29
00544.00	CRESCENT ELECTRIC CO	SUPPLIES	3.394	4.47
00544.00	THE DAILY GAZETTE	SUPPLIES	3.395	3.88
00544.00	DAWSONS WATER TREATMENT	SUPPLIES	3.396	40.00
00544.00	DEEM & RICK	SUPPLIES	3.397	3.00
00544.00	DIXON EVENING TELEGRAPH	SUPPLIES	3.398	4.15
00544.00	ENGLEWOOD COMPANIES	SUPPLIES	3.399	86.40
00544.00	FAIRFAX HARDWARE	SUPPLIES	3.400	1.98
00544.00	FISHER SCIENTIFIC CO	SUPPLIES	3.401	33.98
00544.01	W W GRAINGER INC	SUPPLIES	3.402	54.09
00544.00	INK SMITH INC	SUPPLIES	3.403	83.54
00544.00	JIMS REPAIR SERVICE	SUPPLIES	3.404	7.80
00544.00	LEE FS INC	SUPPLIES	3.405	167.98
00544.00	MASSEYS HARDWARE	SUPPLIES	3.406	14.27
00544.00	MICKEYS LINEN SUPPLY	SUPPLIES	3.407	80.59
00544.00	NATIONAL PAINT CO	SUPPLIES	3.408	9.30
00544.00	OLLAR HARDWARE CO	SUPPLIES	3.409	47.99
00544.00	P & W SUPPLY	SUPPLIES	3.410	52.65
00544.00	SHERWIN WILLIAMS CO	SUPPLIES	3.411	7.03
00544.00	SVC EDUC FUND	SUPPLIES	3.412	72.70
00544.00	VONACHEN INDUS SUPPLIES	SUPPLIES	3.413	43.50
00544.00	WOLOHAN LUMBER CO	SUPPLIES	3.414	172.80
00544.00	YOUNGS	SUPPLIES	3.415	171.11
00544.00	SVC IMPREST FUND	MISC EXPENSES	3.416	48.94
00544.00	SVC PETTY CASH	SUPPLIES	3.417	3.00
00521.00	PRUDENTIAL LIFE INS CO	OCTOBER PREMIUM	3.418	866.92

TOTAL BUILDING FUND FOR SEPTEMBER

\$ 1,292.41

SITE AND CONSTRUCTION FUND

0.589.00	FRANKE & MILLER	SERVICES	496	613.62
2586.00	HALE PUMPS	EQUIPMENT	497	439.00
2586.00	NUCLEAR ASSOCIATES	EQUIPMENT	498	200.00
0.589.00	WARD WARD CASTENDYCK---	SERVICES	499	246.40

2586.00	NUCLEAR ASSOCIATES	BAL ON ABOVE CK	500	.91
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TOTAL SITE & CONSTRUCTION FOR SEPT. \$1,499.93

PREST FUND

2-000-544	Postmaster	Grade mailing	2,679	\$ 81.40
1-000-541	Snow White Bakery	Orientation supplies	2,680	16.00
8-000-541	Community Leader Training	Library Supplies	2,681	9.50
8-000-541	A.P.G.A.	Supplies	2,682	31.00
3-000-541	AAC/ACPWA	Supplies	2,683	175.00
0-100-543	United States Govt. Printing Ofc.	Supplies	2,684	2.50
0-100-543	Wall Street Journal	Supplies	2,685	9.50
0-100-543	Sales Management	Supplies	2,686	18.00
1-000-541	Chronicle of Higher Educ.	Supplies	2,687	21.00
1-000-549	Marilyn Vinson	Supplies	2,688	8.94
0-725-543	Assn. for Continuing Higher Educ.	Supplies	2,689	20.00
0-725-550	Jarrell Jarrard	Conference	2,690	15.00
0-000-544	Chicago Tribune	Subscription	2,691	30.00
8-000-544	Horace Chasm	Fair passes	2,692	16.00
1-000-550	George Cole	Travel expenses	2,693	11.86
1-000-541	Lee Co. Council on the Aging	Charter Reg.	2,694	10.00
2-000-541	Consolidated Freightways	Freight charges	2,695	13.51
2-000-550	Assn of School Bus. Officials	Conference	2,696	50.00
	VOID CHECK		2,697	
	VOID CHECK		2,698	
'0-000-544	Farm & Fleet	Supplies	2,699	23.94
'0-000-544	K-Mart	Supplies	2,700	25.00
'0-000-530	Div. of Boiler Inspection	Certificate	2,701	2.00
'1-000-550	Federation of Independent Ill. Colleges & Univ.	Conference	2,702	25.00
				\$ 615.15

EDUCATIONAL FUND - 566.21

BUILDING FUND - 48.94

alance in fund - 2408.85
isbursements - 615.15
otal in fund - 3024.00

TREASURER'S REPORT

August 31, 1974

EDUCATIONAL FUND

Balance on Hand July 31, 1974	\$ 271,146.56
<u>Receipts:</u>	
Federal Work Study	7,213.67
Transcript Fees	127.00
Other Revenue	39.60
Expenditure Credits	<u>229.27</u>
	<u>7,609.54</u>
Total Available	\$ 278,756.10
<u>Disbursements:</u>	
Expenses for August	\$ 213,510.28
Balance on Hand August 31, 1974	\$ 65,245.82

BUILDING FUND

Balance on Hand July 31, 1974	\$ 75,489.03
<u>Receipts:</u>	
Other Revenue	328.16
Expenditure Credits	<u>22.20</u>
	<u>350.36</u>
Total Available	\$ 75,839.39
<u>Disbursements:</u>	
Expenses for August	7,565.44
Investments	<u>34,729.01</u>
	<u>42,294.45</u>
Balance on Hand August 31, 1974	\$ 33,544.94

DEBT AND CONSTRUCTION FUND - DIXON NATIONAL BANK

Balance on Hand July 31, 1974	\$ 90,177.10
<u>Receipts:</u>	
Investments	49,006.75
Interest on Investments	993.25
Rental Income	<u>4,000.00</u>
	<u>54,000.00</u>
Total Available	\$ 144,177.10
<u>Disbursements:</u>	
Investments	48,934.58
Expenses for August	<u>9,770.97</u>
	<u>58,705.55</u>
Balance on Hand August 31, 1974	\$ 85,471.55

SAUK VALLEY COLLEGE

APPROVED BY

Donald F. Coplen

PRESIDENT

Erman Lohrapp

SECRETARY

DATE

FE & CONSTRUCTION FUND - HARRIS TRUST

alance on Hand July 31, 1974	\$ 6,811.09
<u>ceipts:</u>	-0--
<u>bursements:</u>	-0-
alance on Hand August 31, 1974	\$ <u>6,811.09</u>

ED & INTEREST FUND #1

alance on Hand July 31, 1974	\$ 61,021.17
<u>ceipts:</u>	-0-
<u>bursements:</u>	-0-
alance on Hand August 31, 1974	\$ <u>61,021.17</u>

ED & INTEREST FUND #2

alance on Hand July 31, 1974	\$ 26,898.07
<u>ceipts:</u>	-0-
<u>bursements:</u>	
Bond Interest	<u>8,300.00</u>
alance on Hand August 31, 1974	\$ <u>18,598.07</u>

NING CASH FUND

alance on Hand July 31, 1974	\$ 103,051.79
<u>ceipts:</u>	-0-
<u>bursements:</u>	-0-
alance on Hand August 31, 1974	\$ <u>103,051.79</u>

INVESTMENTS

S. Treasury Bills	Building	10-17-74	\$ 48,713.47
ee Deposit	Educational	9-10-74	225,000.00
S. Treasury Bills	S & C	11-7-74	48,934.58
ertificate of Deposit	B & I #1	11-20-74	30,000.00
ertificate of Deposit	S & C	1-3-75	294,661.14
ee-Open Deposit	S & C	5-28-75	150,000.00
ertificate of Deposit	B & I #1	11-15-74	200,000.00
S. Treasury Bills	B & I #2	12-12-74	43,322.06
Certificates of Deposit	Working Cash	7-25-74	395,774.67
S. Treasury Bills	Building	9-12-74	<u>34,729.01</u>
			\$1,471,134.93

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 8-31-74

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

ASSETS:

Cash in Bank	\$.41
Notes Receivable	3,471.37
	<u>3,471.78</u>

LIABILITIES AND NET WORTH:

Fund Equity	\$3,496.86
Net Loss	-25.08
	<u>\$3,471.78</u>

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

INCOME:

Interest Income	\$ 9.63
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EXPENSES:

Attorney's Fees	<u>34.71</u>
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NET LOSS	<u>(\$ -25.08)</u>
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SAUK VALLEY COLLEGE

E.O.G. - WORK STUDY FUNDS

Period Ending 8-31-74

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

Cash (E.O.G. and Work Study	\$ 35,430.69
Work Study Awards Available from Fed. Gov. 1974-75	49,984.00
Work Study Awards Capital 1974-75	82,934.00
Work Study Awards Paid 1974-75	9,880.84
E.O.G. Funds Receivable from Fed. Gov. 1974-75	65,192.00
Initial E.O.G. Awards Capital 1974-75	26,720.00
Renewal E.O.G. Awards Capital 1974-75	38,472.00
Basic EOG Program Awards Receivable from Fed. Gov. 1974-75 .	36,210.00
Basic E.O.G. Program Awards Capital 1974-75	36,210.00
Work Study Awards Available from Fed. Gov. 1973-74	30,450.00
Work Study Awards Paid 1973-74	60,186.09
Work Study Awards Capital 1973-74	70,950.00
Initial Year E.O.G. Awards Capital 1973-74	31,978.00
E.O.G. Awards Paid 1973-74	31,813.02
Basic E.O.G. Program Awards Capital 1973-74	7,370.00
Basic E.O.G. Program Awards Paid 1973-74	5,560.00
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	24,122.00
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>\$897,519.00</u>
	<u>\$897,519.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 8-31-74

ASSETS:

LIABILITIES AND NET WORTH:

Accounts Payable	\$ 10,000.00
Fund Equity	\$ 59,967.46
Net Profit	<u>3,748.89</u>
	<u>63,716.35</u>
	\$ 73,716.35

PROFIT AND LOSS

INCOME:

Textbook Sales	\$ 41,067.76
Supplies Sales	2,652.81
Miscellaneous Sales	997.87
Paperback Sales	231.45
Used Book Sales	63.70
Sales Tax Collected	2,255.56
	\$ 47,269.15

EXPENSES:

Textbook Purchases	\$ 38,940.26
Supplies Purchases	880.82
Miscellaneous Purchases	802.03
Paperback Purchases	103.47
Used Book Purchases	81.75
Sales Tax Paid	170.85
Salaries & Wages	1,519.97
Transportation Charges . . .	758.46
Travel	7.50
Dues	10.00
Other Expense	219.51
Over & Under	25.64
	43,520.26

NET PROFIT on a cash basis without regard to inventory
or Accounts Payable

RESTRICTED PURPOSES FUND

STATEMENT OF INCOME & EXPENSE

August 31, 1974

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Comprehensive Fee Income	
Athletic Income	
Drama Income	
Student Activity Income	
Student Newspaper Income	
Film Income	
Cash Over & Under	\$.05
Other Income/Student Activity Fund Only	<u>38.23</u>
 Total Income	 38.28

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense		\$322.59
Intramurals		
Cheerleaders & Pom Pom Squad		33.90
Speech Activities/Readers' Theatre		
Drama Expense		
Music Expense		20.34
Student Activity Expense		250.00
Student Newspaper Expense		
Student Magazine Expense		
Associated Student Board		
Musicals		
Women's Intercollegiate Act.		
SVC Volunteers		
Contingencies/Non-Budgeted		
 Total Expense	 -0-	 \$626.83
		<u>626.63</u>

Excess of Expenditures
over Income, as of
August 31, 1974

(\$588.55)

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

August 31, 1974

ASSETS		REVOLVING AGENCY FUND LIABILITIES	TOTAL
Cash In Bank	\$258,856.21	Student Tuition \$318,528.00	
Petty Cash	75.00	Out-of-District Fees 6,958.82	
Accts. Rec.	116,138.60	Due Educational Fund 595.28	
		Due Building Fund 1,780.05	
		Due Site & Construction	
		Due Student Loan Fund 860.71	
		Due Bookstore	
		Tuition Refunds (6,493.90)	
			\$322,228.96

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$ 1,460.71
Parking	7,435.89
Recreation Room Fund	1,501.58
Student Locker Fund	54.70
Land Lab. ;	4,000.77
Community Services	667.59
Child Care Center	1,693.38
EMTA Grant	(2,268.72)
Alumni Association	196.68
LPN Supplies	1,063.00
The Fantastics	1,163.86
Title II Library	
HEW Nurses Grants	300.00
Law Enforcement	
Nursing Capitation Gt.	15,086.73
Bi-Lingual Teacher Aid	
Vets Cost of Instruction	
Miscellaneous	

32,356.17

FUND EQUITY

July 1, 1974 \$21,073.23

Excess of Expenditures
over Revenue, as of
August 31, 1974 (588.55)

20,484.68

TOTAL ASSETS \$375,069.81 TOTAL LIABILITIES & FUND EQUITY \$375,069.81

STUDENT ACTIVITY

August 31, 1974

Balance On Hand July 31, 1974	\$107,513.22
August Receipts	<u>163,460.75</u>
	270,973.97
Disbursements for August 1974	<u>12,117.76</u>
Balance August 31, 1974	<u>\$258,856.21</u>

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
9368	Thomas Gall-#360 Miscellaneous, Check refund for check to SVC from Continental Telephone Service Corp.	\$ 750.00	
9369	Sohigro Service Co-#334 Land Lab., Ammonia	237.31	
9370	The National Registry of Emergency Medical Technicians-#337 EMTA Grant, Ill. Dept. of Highways in conjunction with Community General Hospital	405.00	
9371	Betty Yarde-#360 Miscellaneous, Refund for check to SVC from Continental Telephone Service	212.00	
9372	Barbara Yarde-#360 Miscellaneous, Refund for check to SVC from Continental Telephone Service	112.00	
9373	Mr. Patrick James-#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	42.00	
9374	SVC Educational Fund-#315 Due Educational Fund, Trial Balance, July 31, 1974	320.02	
9375	SVC Building Fund-#316 Due Building Fund, Trial Balance, July 31, 1974	328.16	
9376	SVC Student Loan Fund-#318 Due Student Loan, Loans paid during July 1974	245.92	
9377	Dan Mabee-#252 Athletic Exp/Mabee, U. S. Olympic Track & Field Clinic U.of I. on 7/21-7/25/74	40.60	
9378	Barbara A. Appleman-#103 Accts. Receivable, Foundation Grant, Fall 1974	150.00	
9379	SVC Educational Fund-#337 EMTA Gt.	9.05	
9380	SVC Building Fund-#334 Land Lab., Gas and Oil	16.60	
9381	Bonnie Miles-#360 Miscellaneous, Check for change	1.00	
9382	William A. Bennett-#360 Miscellaneous, Check for change	2.00	
9383	Hartley Coffel-#360 Miscellaneous, Refund of check from Sterling-Rock Falls Community Trust, Fees already paid by Foundation Gt.	300.00	
9384	William McNichols-#360 Miscellaneous, Check for change	1.00	
9385	Linda Burke-#360 Miscellaneous, Check for change	232.00	
9386	Food World-#330 Child Care Operations, Groceries for Nursery School	4.12	
9387	Void		
9388	Ms. Jan Camery-#320 Tuition Refund, Dropped 1 sem. hr.-Fall 1974	14.00	
9389	Lindsay Town-#360 Miscellaneous, Check for change	42.00	
9390	Helen Pettit-#360 Miscellaneous, Check for change	42.00	
9391	Linda Booker-#360 Miscellaneous, Check for change	42.00	
9392	Ms. Janelle Delhotal-#320 Tuition Refund, Overcharge for 1 hr.	14.00	
9393	Void		
9394	Sister Josepha-#360 Miscellaneous, Overpayment on tuition	10.00	

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
9395	Marshall Bellville-#360 Miscellaneous, Check for change		\$901.18
9396	Jacqueline Kuntz-#103 Accts. Receivable, ISSC Grant, Fall 1974		150.00
9397	Ms. Sharon Grot-#320 Tuition Refund, Dropped 2 sem. hr., Fall 1974		25.20
9398	Mr. Clifford Cook-#320 Tuition Refund, Dropped 8 sem. hrs., Fall 1974		100.80
9399	Ms. Carolyn Anderson-#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974		37.80
9400	Janet Maxfield-#320 Tuition Refund, Admt'l. refund due, Summer 1974		17.50
9401	Brenda King-#103 Accts. Receivable, ISSC Grant, Fall 1974		210.00
9402	Ms. Audrey Monier-#320 Tuition Refund, Dropped 3 sem. hrs., Fall 1974		37.80
9403	Miss Mary Hurd-#320 Tuition Refund, Dropped 3 sem. hrs.-Fall 1974		37.80
9404	National Basketball Clinic-#251 Athletic Exp/Palumbo, Registration fee for basketball clinic at Rosemont, IN, 9/20-9/22/74		20.00
9405	Stuart Miller-#360 Miscellaneous, Refund for overpayment for tuition		42.00
9406	Mr. Mark Larsen-#320 Tuition Refund, Dropped 9 sem. hrs. Fall 1974		113.40
9407	Mr. Benjamin Jimenez-#320 Tuition Refund, Dropped 1 sem.hr. Fall 1974		12.60
9408	Steven G. Whiting-#360 Miscellaneous, Check for change		704.00
9409	Ms. Lucille Randecker-#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974		42.00
9410	Olivia Lopez-#103 Accts. Receivable, Foundation Grant, Fall 1974		140.00
9411	Mr. Bruce Moine-#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974		12.60
9412	Frank Palumbo-#251 Athletic Exp/Palumbo, Tennis team picture & frame		7.58
9413	Ms. Deborah Wells-#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974		37.80
9414	Ms. Mae Zemke-#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974		42.00
9415	Terry C. Bennett-#360 Miscellaneous, Check for change		277.86
9416	Ms. Diana Contreras-#320 Tuition Refund, dropped 3 sem. hrs. Fall 1974		42.00
9417	Mr. David M. Hanan-#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974		12.60
9418	Mr. Timothy Fleenor-#320 Tuition Refund, Dropped 3 sem. hr. Fall 1974		42.00
9419	Region 4, NJCAA-#251 Athletic Exp/Palumbo \$60.00, #251 Athletic Exp/ Mabee \$40.00, #253 Athletic Exp/Hartje \$35.00, #268 Wrestling/Morss \$25.00, Dues and entry fees for basketball, cross country, golf, baseball, wrestling, tennis and track		160.00
9420	Gregory Rehner-#360 Miscellaneous, Check from Sterling-Rock Falls Community Trust for scholarship		300.00
9421	Juanita Cantu-#360 Miscellaneous, Check from Sterling-Rock Falls Community Trust for scholarship		600.00
9422	Mr. Henry Lee-#320 Tuition Refund, Dropped 15 sem.hrs. Fall 1974		168.00
9423	Mr. Vinus Williams-#320 Tuition Refund, Dropped 3 sem.hrs. Fall 1974		42.00
9424	Mr. Carlos McNinch-#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974		22.40
9425	Ms. Jeanine Gebhardt-#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974		28.00
9426	Ms. Sheree Livengood-#320 Tuition Refund, Dropped 4 sem. hrs. Fall 1974		44.80
9427	Mr. Walter Holmberg-#320 Tuition Refund, Dropped 2 sem.hrs. Fall 1974		28.00
9428	Ms. Joan Fordham-#320 Tuition Refund, Dropped 3 sem.hrs. Fall 1974		33.60
9429	Ms. Paula Barajas-#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974		22.40
9430	Ms. Linda Allison-#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974		11.20
9431	Ms. Norita Cunningham-#320 Tuition Refund, Dropped 3sem. hrs. Fall 1974		33.60
9432	Ron Hartje-#102 Petty Cash, for 1974-75 season		75.00
9433	Park Hills-#253 Athletic Exp/Hartje, Green Fees for HIGHLAND "36" on 9/5/74		15.00
9434	HIGHLAND Community College-#253 Athletic Exp/Hartje, Entry fee for HIGHLAND "36", on 9/5/74		5.00
9435	SVC Payroll Fund-#330 Child Care Operation, Payroll for 8/31/74		500.00
9436	SVC Payroll Fund-#335 Community Services, Payroll for 8/31/74		50.00
9437	Mr. Timothy Thomas-#320 Tuition Refund, Dropped 1 sem. hrs. Fall 1974		11.20
9438	Ms. Kathy Stuckemeyer-#320 Tuition Refund, Dropped 3 sem.hrs. Fall 1974		33.60

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
9439	Ms. Mindy Meixell	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	11.20
9440	Ms. Ruth Fargher	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	11.20
9441	Mr. John Karr	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9442	Mr. Jeff Reglin	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	42.00
9443	Mr. Patrick James	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9444	Mr. John Kurtz	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9445	Ms. Janice Price	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	11.20
9446	Ms. Betty Swanson	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	28.00
9447	Ms. Susan Spenny	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	28.00
9448	Ms. Mary Lorke	#315 Due Educational Fund, Dropped art course requiring lab fee, Fall 1974	10.00
9449	Mr. Richard Odenthal	#103 Accts. Receivable, Military Grant, Fall 1974	98.00
9450	Mr. Steve Dillon	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	22.40
9451	Ms. Rebecca Aurand	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9452	Mr. Van Anderson	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	11.20
9453	Ms. Rose Soliday	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	12.60
9454	Ms. Deb Hunter	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	28.00
9455	Ms. Kim Kraft	#320 Tuition Refund, Dropped 1 sem. hrs. Fall 1974	11.20
9456	Mr. John Karr	#320 Tuition Refund, Dropped 12 sem. hrs. Fall 1974	134.40
9457	Ms. Debbie Giese	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	28.00
9458	Ms. Mary Sale	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9459	Mr. Robert Mundt	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	22.40
9460	Mr. Sean Geary	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9461	Ms. Sheila Koehler	#320 Tuition Refund, Dropped 4 sem. hrs. Fall 1974	44.80
9462	Ms. Mary Spratt	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	28.00
9463	Ms. Debby Housenga	#320 Tuition Refund, Dropped 6 sem. hrs. Fall 1974	84.00
9464	LEEP-U. S. Department of Justice	#347 Law Enforcement Gts., Deobligation of 1973-74 Grant	731.61
9465	Westwood Tennis Club	#251 Athletic Exp/Palumbo, Pair Dunlop green flash tennis shoes for classes	12.00
9466	The Sterling Name Tape Co.	#341 LPN Supplies, 40 single line name pines	32.00
9467	United Electric	#342 Fantastics, Supplies for Black Comedy production	48.45
9468	Ms. Sandy Siefken	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	28.00
9469	Mr. Terry L. Henson	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9470	Ms. Julie Tulini	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	14.00
9471	Mr. Craig Richardson	#320 Tuition Refund, Dropped 7 sem. hrs. Fall 1974	78.40
9472	Ms. Deborah Sutton	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9473	Mr. Lloyd Holldorf	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	14.00
9474	Joan Cantu	#360 Miscellaneous, Check from Sterling-Rock Falls Community Trust for scholarship	600.00
9475	Larry Holland	#360 Miscellaneous, Check from Ill. National Bank & Trust, Rockford, IL for scholarship	175.00
9476	Mrs. Catherine Wilkens	#320 Tuition Refund, Dropped 15 sem. hrs. Fall 1974	168.00
9477	Ms. Pam Roush	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	11.20
9478	Ms. Elizabeth McCabe	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	14.00
9479	Ms. Sheila Hardy	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9480	Ms. Vicki Grennan	#320 Tuition Refund, Dropped 1 sem. hr. Fall 1974	11.20
9481	Ms. Diana Contreras	#320 Tuition Refund, Dropped 12 sem. hrs. Fall 1974	134.40
9482	Void		
9483	Ms. Jill Naftzger	#320 Tuition Refund, Dropped 3 sem. hrs. Fall 1974	33.60
9484	Ms. Melinda Gaumer	#103 Accts. Receivable, ISSC Grant, Fall 1974	168.00
9485	Ms. Joyce McClintock	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	22.40

<u>HECK NO.</u>	<u>PAID TO</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
9486	Mr. Dpnald Buse	#320 Tuition Refund, Dropped 2 sem. hrs. Fall 1974	\$ 22.40
9487	Ms. Cathy Mascorro	#360 Miscellaneous, Check from R. Leal issued to SVC instead of C. Mascorro for used books	7.00

SAUK VALLEY COLLEGE

APPROVED BY

Donald F. Copley
PRESIDENT

Elmer Gehrung
SECRETARY
DATE