

## AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING  
Conference Room, Third Floor, 3L14  
September 8, 1975 8:00 P.M.

- A. Call to order
- B. Roll call
- C. Communications from visitors
- D. Recommended Actions
  - 1. Approval of minutes as submitted
  - 2. Personnel Matters
  - 3. Approval of 1975-76 operating budget
  - 4. Acceptance of donations of equipment
  - 5. Approval of policy for staff disciplinary action
  - 6. Other items
- E. Old Business
- F. New Business
- G. President's Report
  - 1. Fall enrollment report
  - 2. ICCTA meeting
  - 3. Veterans report
  - 4. Results of questionnaire
  - 5. Other items
- H. Time of next meeting
- I. Adjournment

9-3-75  
bg

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

September 8, 1975

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on September 8, 1975 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

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

William Judd	Lorna Keefer
Oscar Koenig	William Reigle
F. Ty Simmons	Robert Wolf
Ronald Coplan	

Absent: Arman Gaulrapp

Secretary Pro-Tem: Due to the absence of Mr. Gaulrapp, Chairman Coplan appointed Lorna Keefer Secretary Pro-Tem.

Approval of Minutes: It was moved and seconded that the minutes of the August 25 meeting be approved as presented. Motion voted and carried.

Temporary Positions: Discussion was held on a request for two temporary positions in Speech and Business for Spring, 1976. It was moved and seconded that the Board approve a temporary position in the Business area and a temporary position in the Speech area for Spring, 1976 (only) with the stipulation that these positions will be brought back to the Board before any hiring is done. In a roll call vote, all voted aye. Motion carried.

Public Hearing: Chairman Coplan noted that notice having been published as prescribed by law, that this day of Monday, September 8, had been set for the Public Hearing on the Sauk

Valley College budget for the fiscal year 1975-76. 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 July 28, 1975. A lengthy discussion followed on various budget items. It was then moved and seconded that the Public Hearing be continued at the next meeting to be held September 22, 1975. Motion voted and carried.

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Donation of  
Equipment:

It was moved and seconded that the College accept the gift of two Chrysler auto air conditioner compressors from Mr. Herbert Gaston, and a portable X-Ray machine from Community General Hospital, and that letters of appreciation be sent to these donors. Motion voted and carried.

Policy for Staff  
Disciplinary Action:

Discussion was held on the attached policy for disciplinary action for staff. This item was tabled for further revisions.

Grievance:

The Board was presented the attached letter from Mr. Dave Youker, President of the Faculty Association. Chairman Coplan proposed that a meeting be arranged with Dr. Cole, Mr. Castendyck, Mr. Coplan, Mr. Youker, and Mr. Winer to discuss this problem, and that this meeting is to be open to the public.

Donovan Case:

Mr. Castendyck brought the Board up to date on the progress of the Donovan case.

Magnetic Tape  
Purchases:

It was moved and seconded that the purchase of magnetic tape drives be tabled and that the administration bring back more information on computer terminals and their value to the college. Motion voted and carried.

President's Report:

President Cole reported the 10 day enrollment as of September 8 was 27,369 credit hours and 3,044 heads as compared to last year's figures of 19,561 hours and 2,105 heads which is a 44.6 increase in students and 39.9 increase in hours. Dr. Cole also reported on Veterans attendance at classes, the Trustees meeting at Highland, and the results of a questionnaire given to four sections of the PSY 100 (Orientation) class.

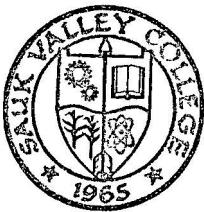
Adjournment:

Since there was no further business, it was moved and seconded that the Board adjourn. The next meeting will be September 22, 1975 at 8:00 p.m. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 9:32 p.m.

Respectfully submitted:

  
\_\_\_\_\_  
Lorna Keefer, Secretary Pro-Tem



## SAUK VALLEY COLLEGE

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

OFFICE OF THE PRESIDENT

August 20, 1975

2-1

Mr. David Youker, President  
Sauk Valley College Faculty Association  
Route #1  
Dixon, IL 61021

Dear Mr. Youker:

We have received a copy of a document called "Grievance #5" dated August 6, 1975 purporting to be a grievance relating to "Unilateral Anticipated Utilization" of certain possible evaluation procedures and the Board has considered the same.

Rather than to proceed through a total grievance procedure or arbitration proceedings on what is not a grievable item, the Board instructed me to advise you that it is our position that the sources of information for evaluation are not a matter within the grievance procedures of the contractual agreement between the Board and the Association, nor indeed could they be, if its inclusion was in any manner a limitation on the reasonable sources of information.

Among other things, we thus note that we will not respond or proceed through the grievance procedure for the following reasons:

1. That the reasonable evaluation procedures instituted by the College Administration on behalf of and with the knowledge of the Board are necessary for the proper performance of its duties and it cannot accept limitations on the sources of information or the exercise of its freedom of speech and inquiry which interfere with the exercise of its responsibilities.
2. That the subject of sources of information is not included within the contract nor is the method of evaluation included within the contract at this time and indeed it is not even listed among those items subject to negotiations between the Faculty and the College.
3. That no Faculty member is claiming that he has been improperly evaluated and thus the grievance is primarily a matter of philosophical debate at this point.

Letter to: Mr. David Youker  
President, Sauk Valley  
Faculty Association  
August 20, 1975  
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- 4. That the grievance procedure is inappropriate because on the face of the purported grievance, it is clear that it is anticipatory and nonspecific, and moreover, may be seeking relief in the nature of a determination of reasonableness of the exercise of police power by the Board.

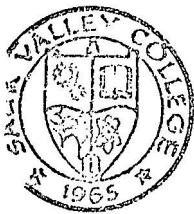
Very truly yours,

The Board of Trustees of Sauk Valley  
Community College

By Robert Coplan  
Chairman

RC/bg

c.c. Mr. Robert Thomas  
Grievance Committee Chairman  
Sauk Valley College Faculty Association  
Route #1  
Dixon, IL 61021



# SAUK VALLEY COLLEGE

## FACULTY ASSOCIATION

8-1

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

September 3, 1975

Ronald Coplan, Chairman  
Board of Trustees of Sauk Valley College  
Route 1  
Dixon, Illinois 61021

Dear Mr. Coplan,

Pursuant to step 4, Article XVII of the professional grievance procedure contained in the contractual agreement between the Board of Community College District No. 506 and the Sauk Valley College Faculty Association, the Association hereby declares that arbitration is hereby desired with respect to the attached grievance and the Association intends to submit the grievance to arbitration in accordance with and pursuant to said procedures.

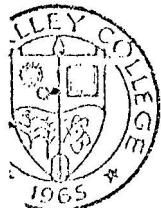
Please contact me at your earliest convenience to attempt to effect agreement on an arbitrator.

Sincerely,

A handwritten signature in black ink, appearing to read "David E. Youker".

David E. Youker  
President

cc Lawrence Winer, Attorney  
Sauk Valley College Faculty Association



# SAUK VALLEY COLLEGE

## FACULTY ASSOCIATION

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

GRIEVANCE # 5

Date: August 6, 1975

### ARTICLES AND POLICIES VIOLATED, MISINTERPRETED OR MISAPPLIED:

Article I F.; Article II A.3.; Article VIII; Article XI; Article XIII; Article XIII A.1.; Article XVII WHEREAS clause and A.1.; Article XXIII A.; Faculty Handbook Dated 6-1-71 Page 36, Article 7 B.9 Faculty Evaluation Procedure.

### STATEMENT OF GRIEVANCE:

The Faculty Association, on its own behalf and on behalf of all faculty members represented thereby, grieves the unilateral anticipated utilization in the annual review of unagreed (i.e. by the association) and unapproved (i.e. by the Board of Trustees) policies and procedures (including but not limited to student evaluation, collegial evaluation, administration evaluation) for the purposes of retention, salary increments, promotions, tenure and termination of services in violation of past practices and the above mentioned articles, procedures and policies.

### RELIEF SOUGHT:

No changes, alterations, add-tos or modifications of the practices, policies and procedures of evaluation unless jointly agreed to by the Association and the Board of Trustees.

The removal and expungement of any and all evaluations obtained in violation of the agreement or policies.

Grievance Committee Chairman Robert Thomas

Association President David Youker

Supervisor Instructional Deans

President of SVC Dr. George Cole

Board of Trustees SVC Community College District No. 506

Arbitrator

cc: Dr. George Cole, Ronald Coplan, Dean Bunch and Dean Williams

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE September 3, 1975

MEMORANDUM

AP-3

O: SVC Board of Trustees

FROM: Dr. George E. Cole  
President

RE: AGENDA ITEM #D-3 - APPROVAL OF 1975-76 OPERATING BUDGET

Dean Edison is preparing some detailed budget changes for approval at the September 8th meeting. By way of background information, the administration is recommending that the following changes be made in the tentative budget before its final approval.

1. The total amount of credit hours used for revenue projection should be increased by 6,000 hours. We already have achieved more than 4,000 hours beyond our projection for the fall and we feel it's safe to assume that we will probably exceed our spring projection by at least 2,000 more credit hours. This will increase the projected revenue by \$199,600. (Not taking into consideration the extra money incurred by the Vocational/Technical reimbursement.)
2. We would like to reduce the rate of state funding from \$19.20 (the recommended figure) to \$18.00 per credit hour; my estimate as to what we really will get when all calculations are made at the end of the year. This will reduce the total revenue for 1975-76 by \$69,600. By subtracting this from the \$199,600 gained, we will end up with a net increase in revenue of \$130,000. We originally projected a deficit of \$109,000 so this is sufficient revenue to offset the projected deficit and cover some other budget requests involving personnel and supplies.
3. The Instructional Deans are preparing some detailed supply requests which Dean Edison will incorporate in the budget. These requests will probably be between \$10,000 and \$15,000 in total.
4. We would like to offer two temporary contracts for the spring semester only. One in the area of Speech and one in the area of Business. Both of these departments have experienced unusually heavy demands and we need more daytime sections in order to respond to student requests. It is anticipated that these two temporary contracts for the remainder of the 1975-76 year will cost in the vicinity of \$12,000 in total.

GEC/bg

October 6, 1975

TO:           Board of Trustees  
                 President Cole

I am submitting herewith the following documents in reference to past years, last year and the current fiscal year:

- 1) Audit report for fiscal year ended 6-30-75.
- 2) Site and Construction Fund report from the date of inception through 6-30-75.
- 3) The required details for the 1975-76 fiscal year budget, as well as comparative data for the prior four fiscal years.

The Audit Report represents institutional auditing as well as a separate audit in reference to the College Work Study Program, the Educational Opportunity Grant Program, and the Basic Educational Opportunity Grant Program. I am submitting these audits for your review and official acceptance at the Board meeting of October 27, 1975. Should any board member have any questions in reference to the content of the audit I would suggest that they contact me and that I will have a representative from the auditing firm present at the October 27th meeting. Should I receive no questions in reference to the audit I will assume that the attendance of the auditing firm is not requested nor required.

The Site and Construction Fund Report indicates all proceeds that have been received into this fund and all disbursements which have been made from this fund since the initial sale of the bonds in 1966. The report also reflects the current status and content of the fund balance as well as a brief history of the fund balance since June 30, 1971. I have included the board approved expenditures which will be charged against the 1975-76 Site and Construction Fund with the final pages simply representing some of the detailed breakdown as to disbursements from this fund. Should there be any questions please contact me at your convenience and I will either answer the questions or I will research the question and submit the answer at a later date.

The Board approved the Official 1975-76 Budget at its meeting on September 22, 1975. The content of the current budget represents the approval indicated by the board. The State requires a good deal of additional information relative to the budget which has also been inserted as preliminary documentation to the total budget, and which precedes the official budget which was approved and begins with the numbering of page 1.

TO: *Board of Trustees*  
*President Cole*

10-6-75  
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The dittoed copies included with the budget documentation is simply an historical breakdown as to the budgets which have been approved in the past years with the last page indicating the actual income and expenditures and fund balance of the operating funds since the 1965-66 fiscal year. I have attempted to make these comparisons comparable and to reflect the changes which have taken place, in a comparable manner. Should there be any questions relative to this documentation I will be happy to answer them, if possible, or I would be happy to research the questions and present the answer at a subsequent time.

*Respectfully submitted,*

*Robert Edison*  
\_\_\_\_\_  
*Robert Edison, Dean of Business Services*

*RE:fsb*

*Enclosures*

June 30, 1975

SITE AND CONSTRUCTION FUND FROM INCEPTION

Proceeds from Sale of Bonds	\$ 3,975,000.00
Ad Premium	1,244.18
Investment Income	406,543.94
Contributions (Landscaping, Child Care, Library, Misc.)	65,548.33
Library - Title VI Reimbursement	28,163.00
Vocational Education Equipment Reimbursement	750,000.00
ental Income	120,561.09
Other Income	
Total Amount Available Through June 30, 1975 . . . . .	. . . . . \$ 5,349,439.09

LESS EXPENDITURES:

Site Acquisition and Improvements - June 30, 1966	\$ 91,203.47
Site Acquisition and Improvements - June 30, 1967	439,170.05
Site Acquisition and Improvements - June 30, 1968	132,595.86
Site Acquisition and Improvements - June 30, 1969	4,210.80
Site Acquisition and Improvements - June 30, 1970	10,862.80
Site Acquisition and Improvements - June 30, 1971	1,909.69
Site Acquisition and Improvements - June 30, 1972	(8,300.00)
Site Acquisition and Improvements - June 30, 1973	10,284.62
Site Acquisition and Improvements - June 30, 1974	43,804.58
Site Acquisition and Improvements - June 30, 1975	-0-
	725,741.87
New Buildings and Improvements - June 30, 1966	\$ 99,047.47
New Buildings and Improvements - June 30, 1967	622,593.74
New Buildings and Improvements - June 30, 1968	1,856,677.11
New Buildings and Improvements - June 30, 1969	46,689.51
New Buildings and Improvements - June 30, 1970	(12,433.38)
New Buildings and Improvements - June 30, 1971	44,068.07
New Buildings and Improvements - June 30, 1972	15,807.05
New Buildings and Improvements - June 30, 1973	780.42
New Buildings and Improvements - June 30, 1974	1,935.00
New Buildings and Improvements - June 30, 1975	73,595.53
	2,748,760.52
Title VI - Library - June 30, 1967	\$ 4,172.91
Title VI - Library - June 30, 1968	32,162.20
Equipment - Regular - June 30, 1967	168,142.84
Equipment - Regular - June 30, 1968	4,465.11
Equipment - Regular - June 30, 1970	235,846.43
Equipment - Regular - June 30, 1971	51,624.13
Equipment - Regular - June 30, 1972	889.25
Equipment - Regular - June 30, 1974	2,541.01
Equipment - Regular - June 30, 1975	-0-
Vocational Education Equipment - June 30, 1968	457,419.46
Vocational Education Equipment - June 30, 1969	35,902.12
Vocational Education Equipment - June 30, 1970	47,033.78
Vocational Education Equipment - June 30, 1971	17,452.22
Vocational Education Equipment - June 30, 1972	24,793.95
Vocational Education Equipment - June 30, 1973	56,272.47
Vocational Education Equipment - June 30, 1974	87,373.34
Vocational Education Equipment - June 30, 1975	23,890.02
	1,249,981.24
Total Expenditures through June 30, 1975. . . . .	. . . . . \$ 4,724,483.63
Balance June 30, 1975 . . . . .	\$ 624,955.46

Cash in Dixon National Bank	\$ 74,449.67
Cash in Harris Trust	6,811.09
Treasury Bills	74,006.25
Certificates of Deposit	462,509.36
Accounts Receivable	<u>7,179.09</u>
 Balance June 30, 1975	 <u>\$ 624,955.46</u>

SITE AND CONSTRUCTION FUND BALANCES AS OF

June 30, 1971	\$ 525,633
June 30, 1972	543,879
June 30, 1973	585,685
June 30, 1974	613,589
June 30, 1975	624,955

Committed Expenses for 1975-76:

Welding Lab	\$ 6,373
Roadway	17,580
Sewage Plant	85,437
Legal Fees	?
Building Repairs	?

SITE AND CONSTRUCTION FUND through June 30, 1975

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Albrecht Well Drillers	Water Well	\$ 5,332.00	\$ ---	\$ ---
Art Drapery Studios	Theatre draperies	---	1,831.00	---
Baartol Co., Inc.	Flag pole	---	681.12	---
Joe J. Beeler	Appraisal	---	485.00	---
Benoy Insurance Co.	Builders' Risk	947.00	---	---
Big Rock Nursery	Shrubs and trees	679.00	---	---
Bond Buyer	Advertising for bond issue	---	98.00	---
Brauer Family	Land and Right-of-way	8,650.00	---	---
Butcher Bros.	Moving expenses	---	9,786.00	---
Byron Material Co.	Field tile	---	6,862.80	---
Cal Caldwell	Appraisal	---	440.00	---
Chapman-Cutler	Bond opinion	---	4,000.00	---
Child Care Building	All costs	59,599.27	---	---
Claiborne, Duain	Supervisor, Temp. Bldg.	1,280.00	---	---
Commonwealth Edison Co.	Power Line (Temp.)	---	3,969.30	---
Crescent Electric Co.	Cafeteria Lighting revision	---	12.42	---
Curtis Industries	Fasteners for curtain track	---	170.86	---
Daily Gazette	Adv. for Surety Bond	---	2.85	---
Dixon Commercial Electric	Lecture Room lights	---	2,500.00	---
Dixon National Bank	Check charges	---	21.18	---
Deady Chemical Co.	Pumps/Water treatment	---	3,884.71	---
Donovan Constr. Co.	Athletic Field	---	4,000.00	---
DuBois Chemical Co.	Water treatment	---	1,434.00	---
Dunlop & Dunlop	Abstractors	---	39.00	---
Durrant-Deininger, etc.	Architect and Phase II	12,212.50	3,433.15	362,740.98
Durrant-Deininger, etc.	Interior Design-New Bldg.	---	20,921.35	---
Elcen Metal Products	Little Theatre Curtains	---	820.52	---
Engel Electric	Roadway & Parking lights	---	---	119,961.04
Engel Electric	Transformer & Misc.	---	5,300.98	---
Engel Electric	Data Proc. Elec. (1873.00); Corridor lights (407.02); Voc. Dept. (1904.04); A.V. (1896.10)	---	7,842.16	---
Farm Supply Service	Fire Alarm (1762.00)	---	---	236,04
Franke & Miller	Fertilizer	---	24,067.75	---
Franke & Miller (Norman & Billek)	" "	---	1,660.00	---

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Fraza Materials	Concrete for fence	\$ ---	\$ ---	\$ 47.68
Haskells	Moving expense	---	154.00	---
Holding Pond	All costs 1971-72	1,749.35	---	---
" "	" " 1972-73	148.00	---	---
" "	" " 1973-74	242.06	---	---
" "	" " 1974-75	3,341.23	---	---
Walter Hoyle	Option	---	1.00	---
Humphrey Agency	Treasurer's Bond	---	2,799.00	---
Ill. Building Authority	College Portion	---	---	1,746,145.33
Kewanee Laboratories	Science Labs	20,580.40	---	---
Klein & Heckman	Plumbing & Sewage Plant	34,675.19	---	32,541.55
Kra-Kraft Displays	Bldg. directories	---	1,668.00	---
Ladd Construction	Parking and roadways	---	---	80,342.27
J.S. Latta	Little Theatre Seating (27,386.60); Bulleting Board (238.25)	27,624.85	---	---
V.H. Lawrence	Earth Moving and clearance	---	---	1,850.00
Lee Co. Title & Abstract Co.	Title search and insurance	---	250.00	---
Lee Co. Treasurer	1966 and 1967 taxes	---	718.87	---
Lohse Nursery	Landscaping	---	1,026.80	9,425.84
Midwest Fence	Flag pole and sewage fence	---	---	1,016.00
Municipal Research Assoc.	Financial Serv. Bonds	---	2,032.87	---
Northern Banknote Co.	Printing of bonds	---	350.44	---
Nusbaum Transfer & Storage	Moving expenses	---	4,527.40	---
Osterburg	Foundation recommendations	---	---	330.80
Paintcraft Co.	Sealing of lots	---	2,475.00	---
Permanent Bldg. Bid. Adv.	Adv. Bids (3)	---	316.31	---
Richard J. Prescott	Flag pole installation	---	340.00	---
Propheteer Constr. Co.	Building - T-1	181,440.74	---	---
Propheteer Constr. Co.	Grading & Parking	---	---	195,782.30
Propheteer Constr. Co.	Storm Drainage	---	---	37,329.44
Floyd Reed	Fence erector	---	---	400.00
Reitzel Electric	Electrical	60,179.46	---	---
Roadway Repairs & Sealing	All Costs 1973-74	---	32,398.53	---
Schmitt Plumbing & Heating	Voc. Tech. Plumbing	---	1,651.48	---
Schuler, Goldie, Chas., Nancy	Land and interest	59,933.33	4,376.00	102,666.67
Schuler, Charles	Roadway repairs	---	---	161.82
Scott Eng. Sciences	Moving Language Lab	---	8,887.00	---
Sears, Roe & Co.	Shades for offices	---	529.12	---

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
B.F. Shaw Printing Co.	Bids for Surety Bond	---	32.00	---
Simple Space Rite Signs	Door letter	---	1,295.40	---
Stone Insurance Agency	Treasurer's Bond	---	302.00	---
Stutzke Excavating	Site preparation	---	---	4,210.80
Testing Engineers	Soil-foundation investigation	---	---	2,553.60
Thomeway Lines	Moving expenses	---	106.00	---
Town & Country Home Impr.	Moving seating	---	527.47	---
Ward & Ward	Services on Bond Issue	---	6,000.00	---
Ward & Ward	Legal services	---	7,160.28	---
Warzyn Engr. Service	Sub-soil investigation	---	(162.28)	1,825.56
Wayne Feed Supply	Grass seed & fence (568.80)	---	---	2,304.80
Weaver Sheet Metal	Heating	40,532.84	---	---
Weaver Sheet Metal	Ventilating/Kitchen duct work*	6,275.00	635.00*	---
Welding Lab	All costs - 1973-74	1,692.94	---	---
" "	" 1974-75	58,647.78	---	---
Karl Wentsel Co.	Treasurer's Bond	---	733.00	---
C.K. Willett	Survey-Topographic	---	---	1,445.91
Willett, Hoffman	Revision of Topographic Map	---	---	820.31
Willets Realty	Appraisal	---	460.00	---
Wooden, Floyd	Lab remodeling	---	620.00	---
Part-time Movers	Moving expenses	---	18.90	---
Moving expenses	June 1970	---	(5,045.00)	---
Misc. Vendors 1971-72	Sound proofing, canteen wiring, cafeteria lights	---	3,151.92	---
		<hr/>	<hr/>	<hr/>
		<u>\$558,138.09</u>	<u>\$212,225.56</u>	<u>\$2,704,138.74</u>
		<hr/>	<hr/>	<hr/>
Total (Columns 1 - 2 - 3) . . . . .				. \$3,474,502.39
Add: Equipment category . . . . .				1,249,981.24
GRAND TOTAL OF EXPENDITURES . . . . .				<u>\$4,724,483.63</u>

SAUK VALLEY COLLEGEBUDGETARY COMPARISONS

	1972-73 <i>Operating Budgets</i>	1973-74 <i>Operating Budgets</i>	1974-75 <i>Operating Budgets</i>	1975-76 <i>Operating Budgets</i>	1975-76 <i>Dollar Increase Re: '72-'73</i>	1975-76 <i>% Increase Re: '72-'73</i>
<b>INCOME</b>						
Local Government Sources	\$ 820,252	\$ 723,680	\$ 690,605	\$ 850,435	\$ 30,183	4%
State Government Sources	707,668	816,147	950,480	1,284,760	577,092	82%
Federal Government Sources	90,737	88,460	115,374	105,912	15,175	17%
Student Tuition and Fees	444,470	512,600	558,709	820,306	375,836	85%
Cosmetology Students	---	---	60,000	---	---	---
Interest and Investments	700	18,600	22,000	12,000	11,300	1614%
Other Revenue	13,750	16,100	6,400	3,050	( 10,700)	(351%)
<b>TOTAL INCOME</b>	<b>\$2,077,577</b>	<b>\$2,175,587</b>	<b>\$2,403,568</b>	<b>\$3,076,463</b>	<b>\$ 998,886</b>	<b>48%</b>
<b>EXPENDITURES</b>						
Instruction	\$ 972,787	\$1,120,532	\$1,288,153	\$1,487,348	\$ 514,561	52.9%
Learning Resource Services	97,530	107,010	116,825	129,494	31,964	32.8%
Student Services	205,835	225,683	252,483	280,858	75,023	36.4%
Public Services (Communities)	-0-	-0-	4,500	4,500	4,500	Transfer
Data Processing	95,000	98,055	104,812	110,078	15,078	15.9%
Operation and Maintenance	328,545	332,415	362,440	413,970	85,425	26.0%
Utilities	152,500	152,500	137,500	184,495	31,995	21.0%
President's Office	46,550	41,275	47,899	51,430	4,880	10.5%
Business Office	102,515	107,705	116,375	113,343	10,828	10.6%
Public Relations	39,045	45,075	49,829	67,800	28,755	73.6%
Institutional Support	74,025	77,025	96,225	110,465	36,440	49.2%
Less Equipment & Contingency						
Equipment	20,300	22,000	39,700	82,682	62,382	207.3%
Contingency	40,000	20,770	26,700	40,000	-0-	-0-
<b>TOTALS</b>	<b>\$2,174,632</b>	<b>\$2,350,045</b>	<b>\$2,643,441</b>	<b>\$3,076,463</b>	<b>\$ 901,831</b>	<b>41.5%</b>

SAUK VALLEY COLLEGE

Educational and Building Funds

Changes in Fund Balance

	<b>Actual Income</b>	<b>Actual Expense</b>	<b>Change in Fund Balance</b>		<b>Year End Fund Balance</b>
1965-66	\$ 298,118	\$ 57,560	\$ 240,558	<i>Surplus</i>	\$ 240,558
1966-67	659,549	698,780	(39,231)	<i>Deficit</i>	201,327
1967-68	1,443,856	1,153,833	290,023	<i>Surplus</i>	491,350
1968-69	1,488,926	1,515,222	(26,296)	<i>Deficit</i>	465,054
1969-70	1,821,287	1,697,471	123,816	<i>Surplus</i>	588,870
Tax Year Adj	(330,463)	--	--		258,407
1970-71	1,966,090	1,997,421	(31,331)	<i>Deficit</i>	227,076
1971-72	2,003,072	2,076,635	(73,563)	<i>Deficit</i>	153,513
1972-73	2,098,005	2,058,122	39,883	<i>Surplus</i>	193,396
1973-74	2,326,136	2,222,685	103,451	<i>Surplus</i>	296,847
1974-75	2,495,303	2,568,852	(73,549)	<i>Deficit</i>	223,298

September 8, 1975

**MEMORANDUM**

TO: *Board of Trustees*  
*President Cole*

FROM: *Robert Edison*

g-3

The following changes have been submitted as amendments to the Educational and Building Fund budgets on pages 1 thru 12 of the tentative budget:

	<i>Educational Fund</i>	<i>Building Fund</i>	<i>Total</i>
Revenue per tentative budget . . .	\$ 2,758,866	\$ 165,587	\$ 2,924,453
<u><b>Increases:</b></u>			
<i>State Apportionment:</i>			
Summer (6122 @ \$18)	3,842		3,842
Fall (26,480 @ \$18)	47,330		47,330
Spring (26,000 @ \$18)	9,662		9,662
<i>Student Tuition:</i>			
Summer (6122 @ \$13)	7,176		7,176
Fall (26,480 @ \$14)	56,000		56,000
Spring (26,000 @ \$14)	28,000		28,000
Revised budgeted income . . . . .	\$ 2,910,876	\$ 165,587	\$ 3,075,463

*Expenditures per tentative budget* \$ 2,876,203 \$ 158,175 \$ 3,034,378

Decreases:  
Adjustments in salary contracts  
for new positions and replace-  
ment costs for new personnel (9,825) (9,825)

<u>Increases:</u>			
Spring Semester Business Faculty	7,000		7,000
Spring Semester Speech Faculty	5,188		5,188
Industrial Education (General Materials & Supplies)	1,000		1,000
Faculty Office (General Materials & Supplies)	800		800
Learning Resource Center Equipment	3,000		3,000
General Educational Equipment (Chairs)	8,000		8,000
<u>Food Services</u> - Contractual	210		210
Supplies	945		945
Travel	210		210
Equipment	525		525
<u>Human Services</u> - Contractual	105		105
Supplies	1,050		1,050
Travel	525		525
<u>Library Technology</u> - Equipment	525		525
General Materials and Supplies	400		400
<u>Contractual Services</u>		22,427	22,427
<u>Transfer of gas bill to Educational Fund</u>	56,175	(56,175)	-0-
<u>Revised budgeted expenditures</u>	\$ 2,952,036	\$ 124,427	\$ 3,076,463

September 8, 1975

MEMORANDUM

TO:                   Board of Trustees  
                         President Cole

FROM:                Robert Edison

The foregoing budgeted will result in the following projections as of June 30, 1976:

	Educational Fund	Building Fund	Total
Carry-over Balance 7/1/74	\$ 256,796.62	\$ 40,051.59	\$ 296,848.21
Audited Revenue 1974-75	<u>2,340,982.20</u>	<u>154,321.24</u>	<u>2,495,303.44</u>
Available thru 6/30/75	\$ 2,597,778.82	\$ 194,372.83	\$ 2,792,151.65
Audited Expenditures 1974-75	<u>2,419,445.83</u>	<u>149,406.69</u>	<u>2,568,852.52</u>
Carry-over Balance 7/1/75	<u>\$ 178,332.99</u>	<u>\$ 44,966.14</u>	<u>\$ 223,299.13</u>
Carry-over Balance 7/1/75	\$ 178,332.99	\$ 44,966.14	\$ 223,299.13
Budgeted Revenue 1975-76	<u>2,910,876.00</u>	<u>165,587.00</u>	<u>3,076,463.00</u>
Available thru 6/30/76	\$ 3,089,208.99	\$ 210,553.14	\$ 3,299,762.13
Budgeted Expenditures 1975-76	<u>2,952,036.00</u>	<u>124,427.00</u>	<u>3,076,463.00</u>
Budgeted Carry-over Balance 7/1/76	<u>\$ 137,172.99</u>	<u>\$ 86,126.14</u>	<u>\$ 223,299.13</u>

RE:fsb

September 8, 1975

MEMORANDUM

TO: *Board of Trustees*  
*President Cole*

FROM: *Robert Edison*

*The following changes have been submitted as amendments to the*  
*Restricted Purposes Fund budget on pages 18 thru 22 of the*  
*tentative budget:*

<i>Income per tentative budget . . . . .</i>	<i>\$ 56,550</i>
<i>Increase of 6,000 credit hours @ \$1.00 each . . . . .</i>	<i><u>6,000</u></i>
<i>Revised budgeted income . . . . .</i>	<i><u>\$ 62,550</u></i>

*Expenses per tentative budget . . . . . \$ 56,550*

*Increases:*

<i>#260 (page 20) Student Activities</i>	
<i>(Cultural-Social) . . . . .</i>	<i>4,000</i>
<i>#290 (page 22) Non-budgeted Contingencies . . . . .</i>	<i><u>2,000</u></i>

*Revised budgeted expenditures . . . . . \$ 62,550*

*RE:fsb*

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE September 8, 1975

MEMORANDUM

*G-1*

TO: SVC Board of Trustees

FROM: Dr. George E. Cole  
President

RE: AGENDA ITEM #G-1 -- FALL ENROLLMENT REPORT

	<u>STUDENTS</u>	<u>CREDIT HOURS</u>
September 9, 1974	2,105	19,561
September 8, 1975	3,044	27,369
PERCENTAGE OF INCREASE	=	<u>STUDENTS</u>
		<u>CREDIT HOURS</u>
		44.6%
		39.92%

NOTE:

We estimate that there will be approximately 1,000 additional students and approximately 1,000 additional reimbursable credit hours in the community services program this fall. Registrations for community service offerings will be accepted through the week of October 20, 1975.

GEC/bg

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE September 3, 1975

QJ-1

TO: SVC Board of Trustees

FROM: Dr. George E. Cole  
President

RE: AGENDA ITEM #F-1 - PURCHASE OF MAGNETIC TAPE DRIVES

In reference to the questions raised at the last Board meeting concerning the possible acquisition of computer terminals, Wally Clevenger has advised me of some recent rate changes by NCR.

I have asked him to be available at the September 8th meeting to discuss the implications of these changes for our possible acquisition of terminals.

GEC/bg  
Enc.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 9-3-75

## MEMORANDUM

TO: Dr. Cole

FROM: W. Clevenger *WC*

SUBJECT: PURCHASE OF MAGNETIC TAPE DRIVES

Recently NCR has lowered its purchase price on the 633-119 magnetic tape units. With our purchase credits SVC could buy the magnetic tape units for \$14,654.75. SVC is presently paying \$900 less \$162 for the maintenance per month. Since SVC has four years to go on its lease agreement with NCR, I would recommend to you that SVC purchase these units. Below please find the specifics on the payback period.

### Payback Period

Purchase Price	\$14,654.75	20 months
Present Rent - Maintenance	\$900-\$162=\$738	

I would like to purchase this equipment as of Oct. 1, 1975. By using the monies budgeted for the tapes this year, (9 months x \$738 = \$6642.00), it would cost SVC an additional \$8012.75. But at the end of 20 months SVC would have paid the same in rent. At this point SVC could use the money for terminal capabilities.

WC/jj