

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Conference Room, Third Floor, 3L14
March 22, 1976 7:30 P.M.

- A. Call to order
- B. Roll call
- C. Communication from visitors
- D. Recommended Actions
 - 1. Approval of minutes as submitted
 - 2. Approval of Treasurer's report
 - 3. Approval of current bills for payment
 - 4. Approval of current payroll journal
 - 5. Personnel matters
 - 6. Approval of joint education agreements with Highland
 - 7. Approval of payment for election judges
 - 8. Other items
- E. Old Business
 - 1. Report on Grievance #6
 - 2. Other items
- F. New Business
 - 1. Budget Amendments for 1975-76
 - 2. Other items
- G. President's Report
 - 1. Report from Student Trustee Member
 - 2. Minutes of SVC committee meetings
 - 3. Summary of ICCTA Board of Directors Meeting
 - 4. Report on Homemaker-Specialist Training
 - 5. Student Achievement Recognition Program winners
 - 6. Mexican-American Outreach Center
 - 7. Report on Advisory Council on Vocational Education
 - 8. Other items
- H. Time of next meeting
- I. Adjournment

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

March 22, 1976

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on March 22, 1976 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: The meeting was called to order at 7:34 p.m. and the following members answered roll call:

Arman Gaulrapp	William Judd
Oscar Koenig	William Reigle
Ty Simmons	Robert Wolf
Ronald Coplan	

Absent: Lorna Keefer

Communications from Visitors: Chairman Coplan noted that the Board had received a communication from the Faculty Association that would be discussed under Item D5A.

Minutes: It was moved by Member Judd and seconded by Member Simmons (Gaulrapp) that the Board approve the minutes of the regular meeting of March 8, 1976. Motion voted and carried.

It was moved by Member Gaulrapp and seconded by Member Reigle that the Board approve the minutes of the March 16th adjourned meeting. Motion voted and carried.

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

Bills Payable: It was moved by Member Koenig and seconded by Member Simmons (Gaulrapp) that the bills be paid in the following amounts:

Educational Fund	\$262,741.77
Building Fund	9,960.62
Site and Construction	7,110.79
Bond & Interest #2	80.00

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

Payroll:

It was moved by Member Wolf and seconded by Member Gaulrapp that the Board approve the February 29 payroll in the amount of \$92,436.72 and the March 15 payroll in the amount of \$133,498.03. In a roll call vote the following was recorded: Ayes Members Gaulrapp, Koenig, Judd, Reigle, Simmons, Wolf, and Coplan. Nays-0. Motion carried.

Administrative
Reorganization:

President Cole presented the attached plan for administrative reorganization which had been discussed previously at the Board Workshop. This reorganization called for the employment of three assistant deans (to replace current department heads); expanding the duties of the LRC Director; and creating two director's positions.

Mr. David Youker, President of the Faculty Association, read the attached position paper from the Association which had been presented to the Board under Communications from Visitors.

After considerable discussion on this matter, it was moved by Member Reigle and seconded by Member Judd that this item be deferred to the adjourned meeting to be held on April 8, 1976. In a roll call vote the following was recorded: Ayes Members Gaulrapp, Judd, Koenig, Reigle, Simmons, Wolf and Coplan. Nays-0. Motion carried.

Education
Agreements with
Highland College:

It was moved by Member Gaulrapp and seconded by Member Koenig that the Board direct the Chairman and Secretary to execute the attached cooperative agreement with Highland College for the Criminal Justice Program which is a continuation of last year's agreement. Motion voted and carried.

It was moved by Member Gaulrapp and seconded by Member Reigle that the Board direct the Chairman and Secretary to execute the attached cooperative agreement with Highland College for a new arrangement for the Radiologic Technology program. Motion voted and carried.

Election Judges:

It was moved by Member Koenig and seconded by Member Simmons (Gaulrapp) that the Board approve payment of election judges as per the attached list and authorize Dean Edison to pay these judges immediately after the election with a listing to be presented with the April bills. In a roll call vote

Election Judges: the following was recorded: Ayes Members Gaulrapp, Judd, Koenig, Reigle, Simmons, Wolf and Coplan. Nays-0. Motion carried.

Donation: It was moved by Member Reigle and seconded by Member Judd that the Board accept the donation of 7 tons of steel from North-western Steel & Wire Company and that the Board grant the President the authority to send letters of appreciation to the Mill and Steve Johnson for his continued efforts in obtaining these supplies for the welding program. Motion voted and carried.

Arbitrator: Chairman Coplan reported that since the lawyers for the college and Faculty Association could not agree on an arbitrator, that the arbitration procedures as outlined in the faculty contract will be followed.

Budget: It was moved by Member Koenig and seconded by Member Reigle that the Board amend and place on file for public inspection the attached revised educational fund budget for the 1976-77 fiscal year with the Public Hearing on this to be held at 8:00 p.m. on April 26, 1976 in the Board Room of the College. Motion voted and carried.

President's Report: President Cole reported on the Student Achievement Recognition Program winners - Ty Simmons and Becky Tornow; minutes of the SVC committee meetings; summary of ICCTA Board of Directors meetings; the class held on Homemaker-Specialists Training; the Mexican-American Outreach Program; Dean Williams' speech to the Advisory Council on Vocational Education at Galesburg; the Veteran's Newsletter; ICCTA Northwest Region meeting on March 24 at Rock Valley; and the dates of the April meetings which will be an adjourned meeting on April 8 at 7 p.m. for the Duane Paulsen hearing (and any other matters that may come before the Board); the April 13th meeting to canvass the Board of Trustees election and reorganize the Board (at 7:30 p.m) and finally the regular meeting on April 26, 1976 at 7:30 p.m.

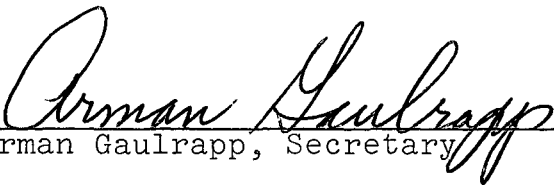
March 22, 1976
Page #4

Adjournment:

Since there was no further business, it was moved by Member Reigle and seconded by Member Gaulrapp that the Board adjourn to 7 p.m. on April 8, 1976 in the Board Room. In a roll call vote the following was recorded: Ayes Members Gaulrapp, Judd, Koenig, Reigle, Simmons, Wolf and Coplan. Nays-0. Motion carried.

The meeting adjourned at 9:01 p.m.

Respectfully submitted:


Arman Gaulrapp, Secretary

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 17, 1976

MORANDUM

SVC Board of Trustees

D-5a

M: Dr. George E. Cole
President

RE: AGENDA ITEM #D-5a - PERSONNEL MATTERS

As Sauk Valley College continues to grow and develop, it has become apparent that our instructional deans require assistance in the areas of curriculum planning and development, scheduling, and instructional evaluation. Developments in collective bargaining make it clear that our present department heads -- who are members of the Faculty Association -- are not permitted under the contract to evaluate their colleagues. It is suggested that we reallocate the money currently being utilized to pay department heads and use it for the implementation of an alternative organizational model. This would become effective in the 1976-77 fiscal year.

In accordance with the discussion held at the adjourned Board of Trustees meeting of March 16, and the attached organizational charts and job descriptions, it is recommended that:

- 1) The Board empower the administration to employ three assistant deans at a salary range of \$15,000 to \$20,000 to work on a twelve-month contract basis. Two of these will work for Dr. Williams and one will be assigned to Dean Bunch. The titles of the assistant deans are as follows: Assistant Dean of Arts & Sciences, Assistant Dean for Allied Health, and Assistant Dean for Business & Technology.
- 2) The duties of the Director of the Learning Resource Center be expanded to include the supervision of the Academic Skills Center and that the title be upgraded to Assistant Dean.
- 3) The Board create two Director's positions under the supervision of the Dean of Career Education. These two positions will be entitled: Director of Public Services and Director of Public Safety. The people fulfilling these positions will not be eligible for membership in the Faculty Association. However, they will be expected to teach approximately three-fifths time. The salary of the Directors will depend upon their academic qualifications and experience.

GEC/bg
Enc.

AUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 11, 1976

MEMORANDUM

SVC Board of Trustees

Dr. George E. Cole
President

RE: ADMINISTRATIVE REORGANIZATION

For the past several months I have had indepth discussions with the instructional deans examining the advantages of an alternative administrative organization model. There are several important advantages to an alternative model.

- 1) First of all, it must be realized that department chairmen are limited by the college contract. They are not permitted to participate in any type of faculty evaluation.
- 2) The duties of the department chairmen are severely limited by the assignment of classes and general lack of availability because of the negotiated workload. Frequently they are not available at critical times, such as schedule building and registration. They take all normal instructional calendar breaks. All department chairmen are either members of the Faculty Association or eligible for membership in the Association. Despite the best intentions, this places an administrative barrier between the deans and the chairmen and consequently between the deans and the faculty. The present one-fifth released load is not equitable in light of the assigned duties of department heads. Responsibility for some department chairmen are considerably larger than others because of the size and nature of the activities taking place within a particular department.
- 3) In the forthcoming year we are projecting an enrollment increase of approximately 10%. We are requesting very few new instructional positions and it is our opinion that returning the individuals who are department heads to the classroom on a full-time basis would make this enrollment increase less of a financial burden to the college.

At the present time we are expending a considerable amount of money on the department head function. It is the opinion of the President and the instructional deans that this investment could be used much more effectively with an alternative organizational model.

We are, therefore, recommending that the Board grant the administration the authority to employ three assistant deans -- two in the area of vocational/technical education and one in the area of Arts & Sciences. I will discuss each of these positions separately and indicate the duties that would be assigned to these individuals.

ARTS & SCIENCES

As the attached analysis by Dean Bunch indicates, the Assistant Dean for Arts & Sciences would have the primary responsibility for instructional evaluation, faculty evaluation, curriculum development, scheduling and budget preparation. The amount of money currently being spent on department heads in this area is \$20,931. We feel a very high caliber individual could be hired to fulfill the assistant dean position at a salary amount less than this.

It is also our intention when we have resolved the Duane Paulsen situation, to radically change the duties of the Director of the Learning Resource Center and include the Developmental Studies activity as part of his expanded assignment.

CAREER EDUCATION

The attached analysis from Dr. Williams indicates that utilizing this year's figure and including 5% for a minimal salary increase, the total dollars for instructional administration, in addition to the dean, is \$53,658. As his analysis indicates, by rearranging duties and removing two of our present coordinators from Association membership, and rearranging the administrative assignments in the health area (in a manner consistent with the regulations of R & E) two assistant deans could be added with only a \$1,285 increase in administrative cost.

I have included an analysis of administrative costs per credit hour over the last nine years of college operation. As you can see, the administrative cost of administering a student credit hour in 1967-68 was \$12.80. Over the years, this amount has diminished to \$6.68 for our current operational year.

During the last three years we have more than doubled the student enrollment and nearly doubled the kinds and types of programs. At the same time the administrative burden imposed on us by the state bureaucracy has increased more than four-fold. It is my opinion that the addition of these assistant deans would provide much needed assistance to the instructional area for better service of our expanded day concept. The completion of required state forms, the improved schedule of space and faculty, and in general could make great strides in the direction of improving instruction and better service to our college community.

Although this is a discussion point, I intend to make a recommendation to this effect at our next regular Board meeting.

GEC/bg
Enc.

DATE November 18, 1975

ANDUM

Dr. Cole

Dean Bunch

Administrative Reorganization for the office of Arts and Sciences.

The instructional deans have reviewed the duties and responsibilities of the respective offices with the anticipation of developing a different administrative model. This change should enhance the educational philosophy and objectives of Sauk Valley College.

I recommend that the duties and responsibilities of the department chairmen and other designated administrative duties be placed within a new office as Assistant Dean of Arts and Sciences.

The rationale for this recommendation is as follows:

1. Department Chairmen are limited by the college contract to assist in student evaluations and the total evaluation process.
2. Departmental duties performed by the chairmen are limited due to assigned classes and lack of office hours for assigned duties.
3. Most chairmen are members of the Faculty Association. This places an administrative barrier between the deans, the chairmen, and the faculty.
4. The Assistant Dean would provide an effective liaison between the faculty and departments to implement policies and procedures which directly affect transfer programs in the Arts and Sciences.

The duties and responsibilities for the office of Assistant Dean of Arts and Sciences would be as follows:

1. To assist the Dean of Arts and Sciences in the coordination and evaluation of all full and part-time faculty.
2. To coordinate all instruction in the departments of English and Humanities, Natural Sciences, Physical Education, Reading Center, and Social Sciences.
3. To assist the Dean of Arts and Sciences in developing an instructional schedule for each semester.

4. To assist in making faculty teaching assignments.
5. To assist the Dean of Arts and Sciences in coordinating necessary curriculum development, revisions, and deletions.
6. To assist in preparing a proposed operational budget for the departments in his area of responsibility.
7. To complete all forms and other necessary reports for the departments responsible to his office.
8. To coordinate necessary college catalog revisions and college bulletins for the departments in his area of responsibility.
9. To direct the maintaining of inventories, reordering, and maintenance of instructional supplies and equipment in the departments of English and Humanities, Natural Sciences, Physical Education, Reading Center, and Social Sciences.
10. To assist in the completion of all forms and other necessary state reports.
11. To assist the Dean of Arts and Sciences in experimenting with and implementing non-traditional models for the improvement of instruction.
12. Maintain a record of all staff absences, and report all absences to the Business Office and the Dean of Arts and Sciences on the attendance report.
13. To conduct departmental meetings on a monthly basis to assist in coordinating instructional programs.
14. To complete other tasks which may be required by the office of the Dean of Arts and Sciences.

The Assistant Dean would provide the leadership to implement the above duties and responsibilities. This would provide more time for the deans to devote to curriculum development, new instructional models, articulation with area high schools, senior colleges and universities, faculty evaluation procedures, faculty development programs, and other pertinent administrative services for faculty and students.

To finance this recommendation, the released time for the five department chairmen under my office could be equated into dollars as follows:

ONE-FIFTH RELEASED TIME FOR THE 1975-76 ACADEMIC YEAR,
PLUS SUMMER SCHOOL DUTIES. SUMMER SCHOOL PAY IS EQUATED
AT 1/12 TIMES THE ANNUAL SALARY FOR DEPARTMENTAL CHAIRMEN
DUTIES.

pt.	Name	1975-76		Projected 1976-77	
		Base	1/5 Released & Summer	Base + 5%	1/5 Released & Summer
ities	*J.Mathis	\$15,350.	*\$4,350.	\$16,118.	\$4,359.
al ence	C.Harper	\$13,425.	\$3,804.	\$14,096.	\$3,994.
ical cation	F.Palumbo	\$19,525.	\$4,468	\$20,502.	\$4,670.
ing ter	T.Malone	\$13,425.	\$3,804.	\$14,096.	\$3,994.
al ence	**D.Foster	\$15,900.	\$4,505.	**\$15,068.	\$4,270.
Totals			\$20,931.		\$21,287.

mer - E. Beatty
v Chairman - G. Vrhel

THE COLLEGE IS ATTEMPTING TO FIND EVERY WAY POSSIBLE TO
INCREASE STUDENT CREDIT HOURS. BY RETURNING THE CHAIRMEN
TO FULL TIME TEACHING AND REQUIRING THE ASS'T. DEAN TO TEACH
A MINIMUM OF TWO OR THREE CLASSES PER YEAR, THE STUDENT
CREDIT HOURS AND THE INCOME FROM THESE HOURS WOULD BE AS
FOLLOWS.

pt.	Name	1975-76	Income	1976-77	Income
		Stu.Cr.Hrs.		Projected Stu.Cr.Hrs.	
ities	J.Mathis	364	\$12,085.	514	\$13,744.
al ence	C.Harper	695	\$23,075	875	\$29,050.
ical cation	F.Palumbo	300	\$ 9,960.	340	\$11,288.
ing ter	T.Malone	663	\$22,012.	783	\$25,995.
al ence	D.Foster	726	\$24,103.	906	\$30,079.
Totals		2,748	\$91,235.	3,418	\$113,476.
t. Dean		-	-	180	\$ 5,976.
				3,598	\$119,452.

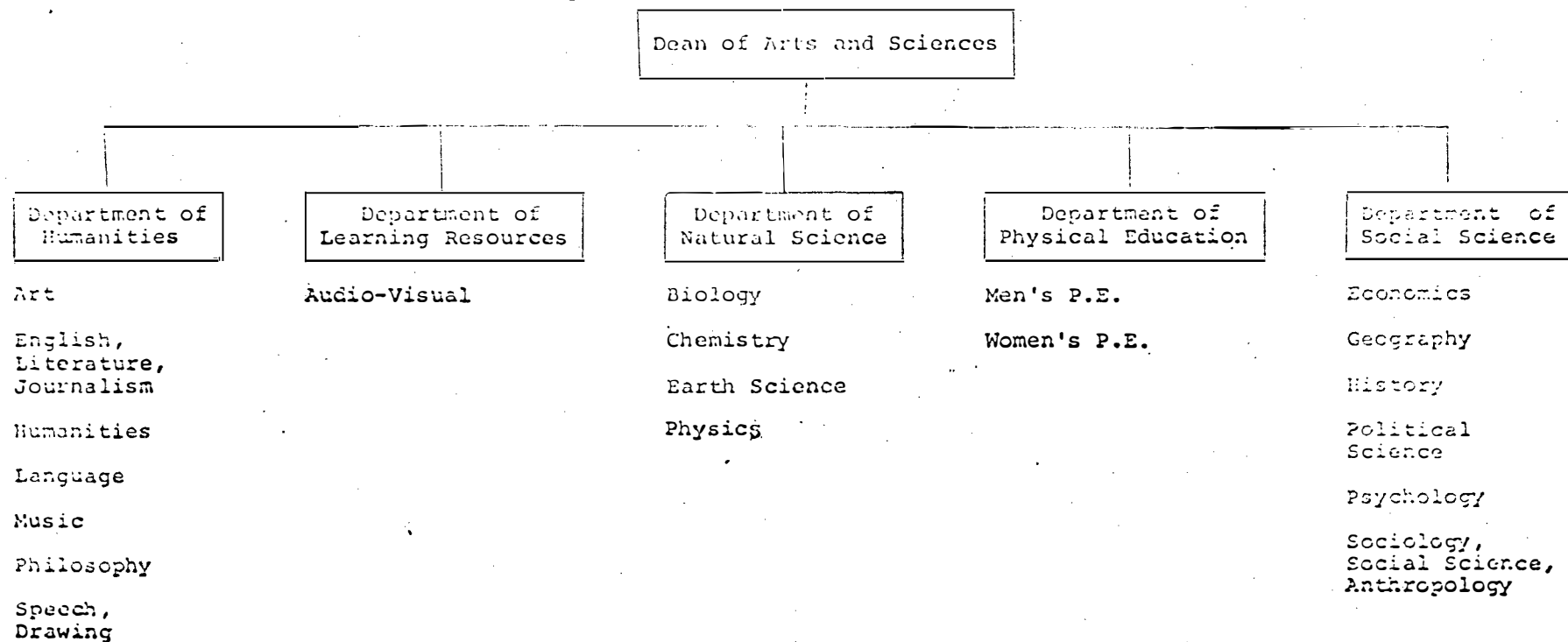
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$$\frac{1976-77 \text{ Income}}{\$119,452.} - \frac{1975-76 \text{ Income}}{\$91,235.} = \$28,217.$$

loah Bunch

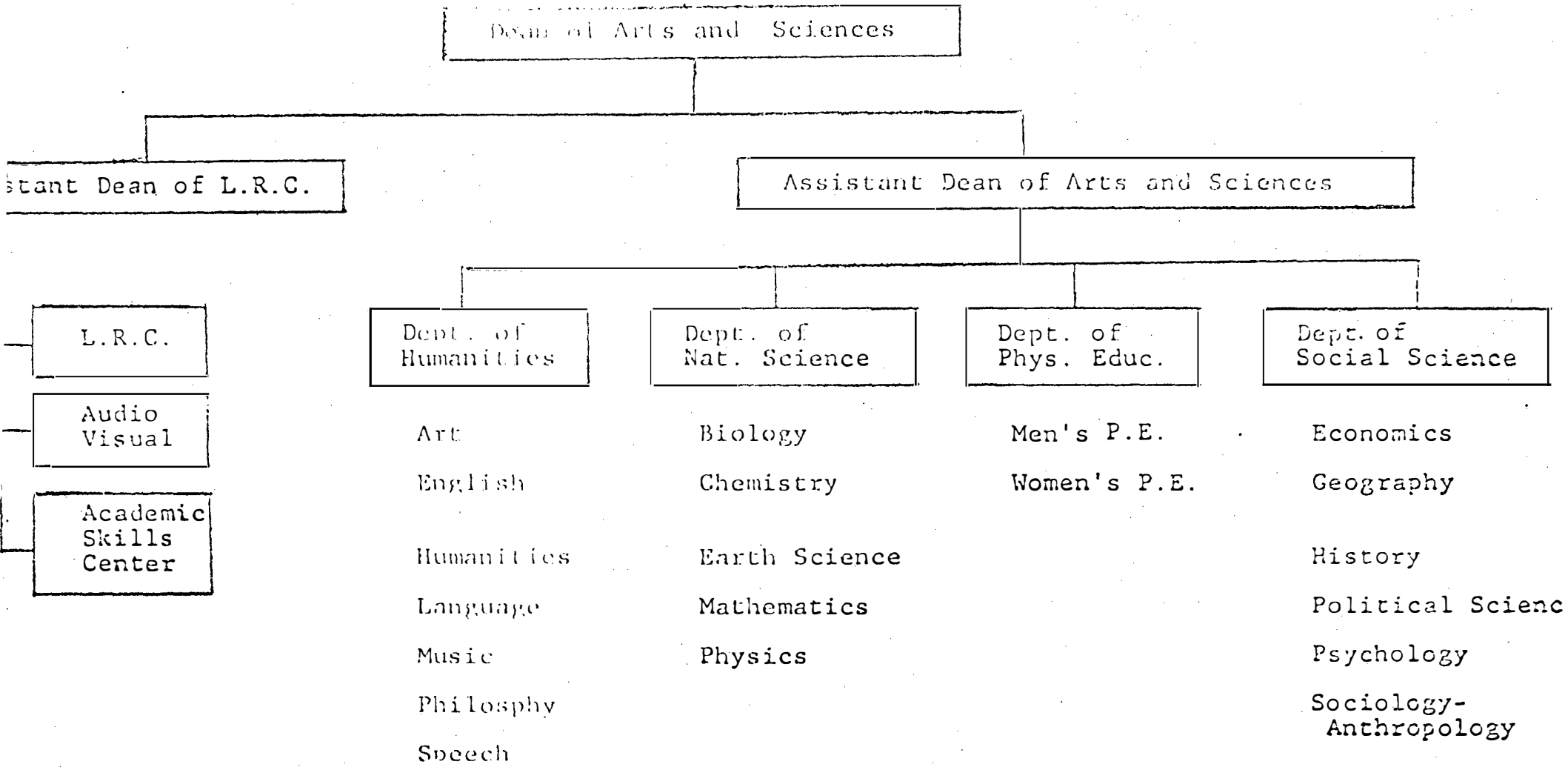
Present:

ORGANIZATIONAL CHART
OFFICE OF ARTS AND SCIENCES



REVISED

ORGANIZATIONAL CHART
OFFICE OF ARTS AND SCIENCES



SUMMARY OF ADMINISTRATIVE COSTS FOR PROPOSED CHANGES

	<u>1975-76</u>	<u>1976-77</u>
Humanities	\$ 4,350.	\$ 4,359.
Math-Science	3,804.	3,994.
Physical Education	4,468.	4,670.
Reading Center	3,804.	3,994.
Social Science	4,505.	4,270.
	<hr/>	<hr/>
	\$ 20,931.	\$ 21,287.
Administrative costs for Dept. Chairmen	\$ 21,287.	
Assistant Dean's salary	\$ 18,500.	
	<hr/>	
Total amount of dollars saved	\$ 2,787.	\$ 2,787.
Total amount of additional revenue from Department Chairmen teaching an additional class: 670 Stu.Cr.Hrs. X \$32.50/Cr.Hr.	\$ 21,775.	\$ 21,775.
Total dollars gained from the proposed administrative change:		<hr/> \$ 24,567.

SAUK VALLEY COLLEGE
ILLINOIS COMMUNITY COLLEGE DISTRICT 506

VACANCY ANNOUNCEMENT - ADMINISTRATIVE POSITION

POSITION - Ass't. Dean of Arts and Sciences

DUTIES AND RESPONSIBILITIES:

1. To assist the Dean of Arts and Sciences in the coordination and evaluation of all full and part-time faculty.
2. To coordinate all instruction in the departments of English and Humanities, Natural Sciences, Physical Education, Academic Skills Center, and Social Sciences.
3. To assist the Dean of Arts and Sciences in developing an instructional schedule for each semester.
4. To assist in making faculty teaching assignments.
5. To assist the Dean of Arts and Sciences in coordinating necessary curriculum development, revisions and deletions.
6. To assist in preparing a proposed operational budget for the departments in his area of responsibility.
7. To complete all forms and other necessary reports for the departments responsible to his office.
8. To coordinate necessary college catalog revisions and college bulletins for the departments in his area of responsibilities.
9. To direct the maintaining of inventories, reordering and maintenance of instructional supplies and equipment in the departments of English and Humanities, Natural Sciences, Physical Education, Academic Skills Center, and Social Sciences.
10. To assist in the completion of all forms and other necessary state reports.
11. To assist the Dean of Arts and Sciences in experimenting with and implementing non-traditional models for the improvement of instruction.
12. Maintain a record of all staff absences, and report all absences to the Business Office and the Dean of Arts and Sciences on the attendance report.
13. To conduct departmental meetings on a monthly basis to assist in coordinating instructional programs.
14. To complete other tasks which may be required by the office of the Dean of Arts and Sciences.

QUALIFICATIONS:

1. Experience in curriculum development, faculty evaluation models, and college teaching.
2. Administrative experience preferred.
3. Master's Degree, Doctorate preferred.
4. Community college experience desirable.

EFFECTIVE DATE OF EMPLOYMENT: July 1, 1976.

TERM OF EMPLOYMENT: Administrative position - 12 month contract.

Position: Ass't. Dean of Arts and Sciences (Cont'd)

SALARY RANGE: \$15,000. to \$20,000.

APPLICATION DEADLINE: May 1, 1976.

APPLICATION PROCEDURE: Indicate by letter your interest in being considered for the position and detail your experience, background and education appropriate to the position. All materials (resume, transcripts and references) must be complete and on file for the candidate to receive consideration.

Applications and inquiries should be directed to: Noah A. Bunch
Dean of Arts and
Sciences
Sauk Valley College
Route One
Dixon, Il 61021
815-283-5511, Ext. 240

"EQUAL OPPORTUNITY EMPLOYER"

SAUK VALLEY COLLEGE
ILLINOIS COMMUNITY COLLEGE DISTRICT 506

VACANCY ANNOUNCEMENT - ADMINISTRATIVE POSITION

POSITION - Ass't. Dean of Learning Resource Center

DUTIES AND RESPONSIBILITIES:

1. Develop and formulate policy and procedures for the operation and maintenance of the Learning Resource Center.
2. Establish policy and procedures for personnel operation in this area.
3. Prepare and execute the budget for this area.
4. Plan and develop courses for training students in the Library Technical program.
5. Compile public information for the area of the Learning Resource Center.
6. Supervise all personnel and operations in the Learning Resource Center.
7. Supervise all personnel and operations in the Academic Skills Center.
8. Supervise all personnel and operations in the Audio-Visual Department.
9. Keeping faculty and administration informed of current materials available in their particular field of instruction.
10. Technical processes, including original cataloging.

QUALIFICATIONS:

1. Experience in Learning Resource Centers required; satisfactory experience with the operation of a library, audio-visual, and Academic Skills (developmental) Center.
2. Learning Resource Center experience preferred.
3. Master's Degree, Doctorate preferred.
4. Community college experience preferred.

EFFECTIVE DATE OF EMPLOYMENT: July 1, 1976

TERM OF EMPLOYMENT: Administrative position - 12 month contract

SALARY RANGE: \$15,000. to \$20,000.

APPLICATION DEADLINE: May 1, 1976.

APPLICATION PROCEDURE: Indicate by letter your interest in being considered for the position and detail your experience, background and education appropriate to the position. All materials (resume, transcripts and references) must be complete and on file for the candidate to receive consideration.

Applications and inquiries should be directed to: Noah A. Bunch
Dean of Arts and Sciences
Sauk Valley College
Route One
Dixon, IL 61021
815-288-5511, Ext. 240

"EQUAL OPPORTUNITY EMPLOYER"

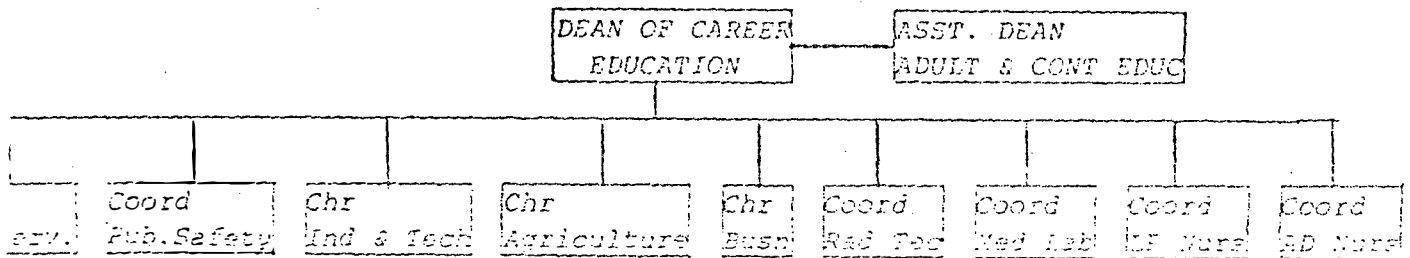
COST OF ADM OF CAREER ED PROGRAMS

<u>PROGRAMS</u>	<u>PRESENT 1975</u>	<u>NO CHANGE 1976 + 5%</u>	<u>1976</u> (With Recommendations Approved for Changes)
BUSINESS	\$ 4,816.00	\$ 5,244.00	
ID & TECH	4,494.00	4,719.00	
AGRICULTURE	<u>4,816.00</u>	<u>5,244.00</u>	Asst. Dean 15,000 - 20,000
	\$14,126.00	\$15,207.00	\$18,500.00
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	\$15,320.00	\$16,086.00	\$ 4,053.00
	3,000.00	3,000.00	1,500.00
	3,816.00	3,936.00	3,936.00
Chr Teach	<u>5,370.00</u>	<u>5,632.00</u>	--
	\$27,500.00	\$28,661.00	\$ 9,489.00
			<u>18,500.00</u> Assist. Dean
			\$27,989.00
<hr/>			
PUBLIC SAFETY	\$ 5,614.00	\$ 5,847.00	\$ 5,954.00
PUBLIC SERVICE	<u>3,945.00</u>	<u>4,143.00</u>	<u>5,550.00</u>
	\$ 9,559.00	\$ 9,990.00	\$11,504.00
<hr/>			
<u>TOTAL</u>	\$51,185.00	\$53,658.00	\$58,993.00 (Total Cost)
			<u>53,658.00</u> (1976 + 5%)
			+ \$ 5,335.00
			4,050.00 (Present Chr Teaching)
			+ \$ 1,285.00 (Increase in Adm. Cost)

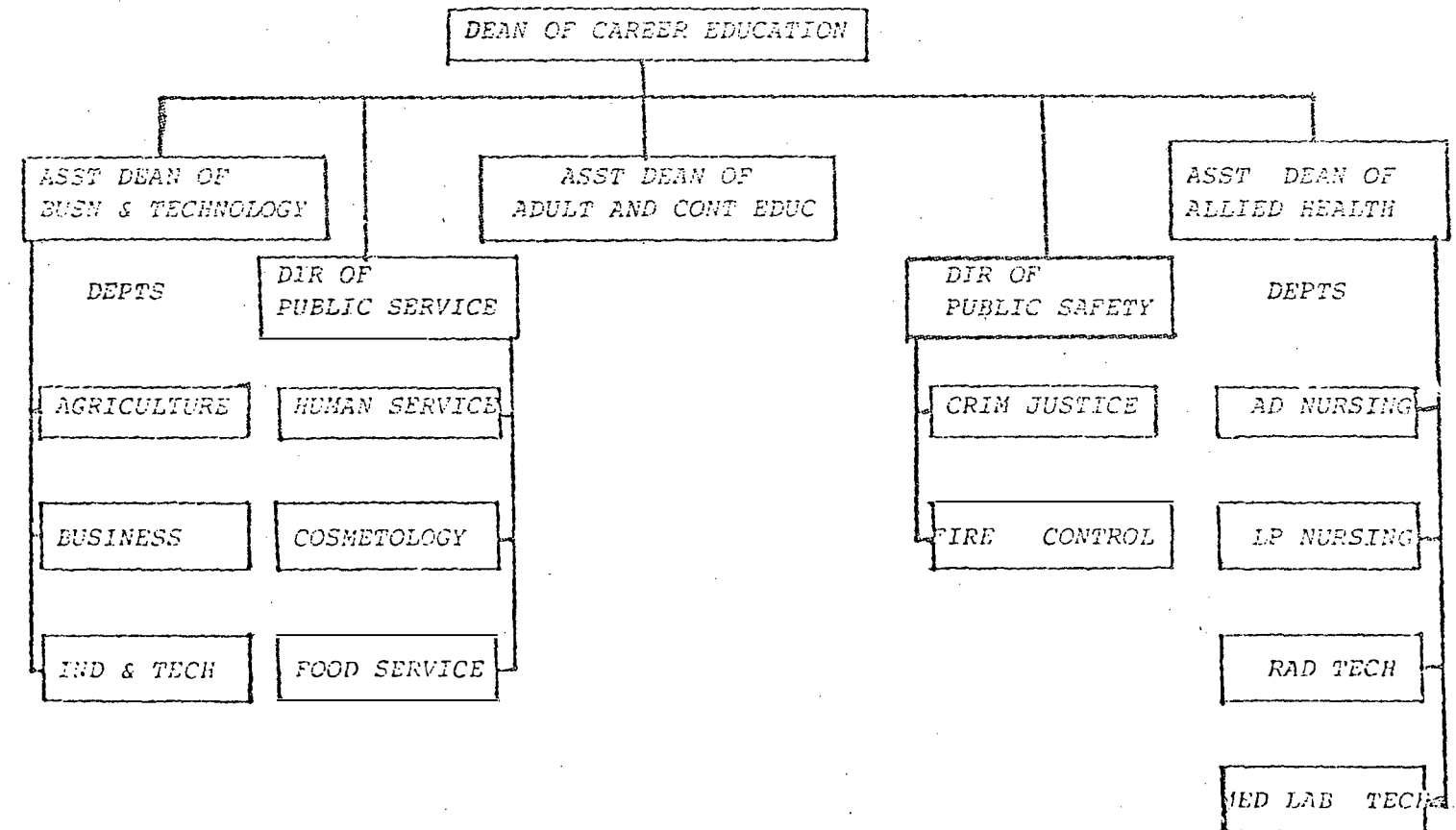
Off of Dean of Career Education
March 11, 1976

REVISED ADMINISTRATIVE STRUCTURE

PRESENT:



REVISED:



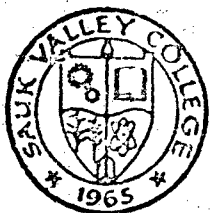
Ofc of the Dean of Career Education
March 11, 1976

DUTIES AND RESPONSIBILITIES
OF
ASSISTANT DEAN FOR BUSINESS AND TECHNOLOGY

1. To conduct all student evaluations of full-time and part-time faculty within the departments of his/her supervision, and to further assist the Dean in conducting classroom visitation evaluations.
2. To prepare a recommended instructional schedule each semester. This schedule will be recommended to the Dean.
3. To assist the Dean in making faculty teaching assignments.
4. To assist the Dean in coordinating all necessary curriculum development, revisions, and deletions.
5. To act as a direct liaison between specific areas of instruction and local high schools.
6. To prepare annual budget for his/her area of supervision to be recommended to the Dean.
7. To make recommendations regarding catalog revisions and necessary changes in college bulletins and other printed material.
8. To assist the Dean in experimenting with and implementing non-traditional methods of instruction.
9. To maintain a record of all staff absences.
10. To conduct departmental meetings on a monthly basis for the purpose of coordinating instructional programs.
11. To be responsible for the coordination of the annual development of the One and Five Year Plan for the entire college.
12. To complete other tasks which may be assigned by the Office of the Dean of Career Education.

DUTIES AND RESPONSIBILITIES
OF
ASSISTANT DEAN FOR ALLIED HEALTH

1. To conduct all student evaluations for both full-time and part-time instructors and to assist the Dean in making classroom visitation evaluations.
2. To prepare an instructional schedule for his/her area of supervision based upon the recommendations of the program coordinators of the Allied Health area. This schedule is recommended to the Dean.
3. To assist the Dean in making specific faculty teaching assignments.
4. To assist the Dean in coordinating necessary curriculum development, revisions, and deletions.
5. To prepare annually, an operational budget for his/her area of supervision and make a recommendation to the Dean in this regard.
6. To coordinate necessary catalog revisions, and revisions of college bulletins and other necessary printed material.
7. To act as liaison between the Allied Health instructional programs and area counselors and teachers at the high schools.
8. To assist the Dean in experimenting with, and implementing non-traditional methods of instruction.
9. To maintain a record of all staff absences.
10. To conduct departmental meetings on a monthly basis, to assist in coordinating instructional programs within his/her area of supervision.
11. To coordinate all Allied Health accrediting agencies' requests and deal with all evaluations of our programs by such agencies.
12. To complete other tasks which may be assigned by the Office of the Dean of Career Education.



SAUK VALLEY COLLEGE FACULTY ASSOCIATION

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

March 22, 1976

TO: Sauk Valley College Board of Trustees

FROM: Sauk Valley College Faculty Association Executive Board

RE: Current proposal for administrative reorganization

The Sauk Valley College Faculty Association Executive Board seriously questions the immediate adoption of the current administrative reorganization plan which calls for the addition of three to four assistant deans at a cost of \$50,000 to \$80,000 a year and the adding of two directors to the administrative staff. In addition to these fixed administrative costs, there could be additional clerical and office costs which would surely cause the total reorganization cost to exceed the amount shown in the proposal.

In addition we have the following concerns:

1. This proposed reorganization plan appears to be in direct contradiction to the reorganization plan adopted two years ago and included in our most recent North Central Report on page 103-107. On page 104, item 3 reads as follows:

"This proposed reorganization would eliminate one layer in our existing organizational structure. Most administrative theorists feel that fewer layers facilitate communication and decrease the probability of goal distortion. This proposed structure would permit faculty to communicate directly with deans on a one-to-one basis. Major decisions affecting each departmental area such as budgets, schedules and staff utilization would be heavily dependent upon consensus recommendations made by the department to the dean."

The Sauk Valley College Faculty Association Executive Board is in agreement with Dr. Cole's above statement. However, the current proposal would add "the layer" removed in 1973 and would administratively prevent the faculty from communicating "directly with the deans on a one-to-one basis."

2. Although this reorganization plan will affect the entire staff, and although a system does exist for communication and participation, we had no knowledge of the existence of such a plan prior to its presentation to the Board of Trustees. There was no opportunity for in-depth discussion, analysis, or evaluation by any faculty, students, or staff.

3. The proposed reorganization will take us far beyond the administrative costs presented in 1973, at which time, in a reorganization proposal submitted on April 4 and found on page 103 of the most recent North Central Self Study, the following statement was made:

"A second trend is for colleges to have fewer administrators and to expect these fewer administrators to have less professional staff assistance and to, in effect, assume more responsibility and work harder."

4. In 1973, it was projected that certain costs would result from an administration reorganization. These same costs were reported to North Central in our Self Study. The figures presented in the current proposal reveal that the actual costs were considerably higher--\$51,000 or approximately 57% higher. Is it possible that this current proposal could include some of the same kinds of miscalculation? Could it further escalate administrative costs? Could it create an unrealistic ratio of administration to faculty? Could it create unrealistic credit hour expectations and further complicate constructive communication between administration and faculty? Could it make faculty participation and contributions virtually impossible?

Based upon the above concerns, we respectfully request the Board of Trustees to delay action on this reorganization plan until an accurate analysis of data and an adequate assessment of needs can be made. We request that representatives of the Faculty Association, the Board, and Administration meet to discuss this new proposal and its ramifications before any action is taken.



SAUK VALLEY COLLEGE

FACULTY ASSOCIATION

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

March 22, 1976

ADDITIONAL CONCERNS TO BE CONSIDERED

1. One of the memorandums in this proposal is dated November, 1975. If this reorganization has been under consideration since that time, why is there need to take action on it immediately? If the organizational plan is sound, why did one of the deans suggest that the longer action is delayed, the greater the problems?
2. How accurate are the figures in this proposal? The administrative organization plan adopted in 1973, on the basis of a decrease in administrative costs, and represented in this fashion to North Central in 1975, actually resulted in a 57% increase in administrative costs as compared to the estimate. (The figures used here are those presented in the 1973 reorganizational proposal and the current proposal.)

	<u>Costs Projected in 1973</u>	<u>Actual Costs Reported in 1976</u>
Two Deans	\$44,000	\$44,000
Seven Dept. Heads	25,000	56,800*
Nursing Coordinator	20,000	20,000
Assistant Dean		19,800
	<u>\$89,000</u>	<u>\$140,600</u>

Actual increase from proposal - \$51,600

*This figure is the total of Arts & Science Dept. Heads (20,931), Career Ed. Dept. Heads (14,126), L.P. (3,000), MLT (3,816), Rad. Tech. (5,370), Public Safety (5,614), Public Service (3,945).

3. With an uncertain financial situation in the state of Illinois and an uncertain political situation for the forthcoming year, can Sauk Valley College afford to increase its fixed costs by more than \$60,000 for assistant deans and coordinators, as well as secretarial assistance and other costs?
4. What rationale and studies support the 10% projected enrollment increase?
5. To what extent will the 10% projected enrollment increase generate a sufficient amount of income to cover the increased administrative and instructional costs created by hiring assistant deans, coordinators, and their clerical staff, by absorbing department chairmen into full-time teaching, and adding two full-time instructional staff, e.g. in business and agriculture?

6. Even if the projected enrollment increase does materialize, will it occur in the instructional departments where the projected costs are being placed? The savings in this proposal are based in part on the Arts and Science department chairmen increasing their current load by 670 student credit hours. Is this realistic?
7. The theoretical savings also represents additional summer funds in the case of all current department heads. Will any of the savings actually be realized since these people will be paid if the classes are available, but the assistant deans will be paid on a guaranteed basis?
8. Why has there been no input from the staff when college committees exist for that purpose and the North Central report cited as a strength of this institution that "Governance of the college provides a system whereby the students, faculty, staff, and community have input at various levels of operation?"
9. As approval of the total reorganization proposal is being sought now, is it not necessary to include more detail on the administration's intent "to radically change the duties of the Director of the Learning Resource Center"?

Is it appropriate to ask for approval of radical changes when not one is even minimally described?

Further, the proposal itself reveals no understanding of the present organization of the LRC. The proposed assistant dean is to have responsibility for the LRC and for audiovisual. An audiovisual department does not exist apart from an LRC. That concept is twofold; an LRC consists of a library and an audiovisual department.

Also, there is the problem of professional staff and duties. The present LRC director catalogs all materials, among other professional library duties. Is it likely that an assistant dean can continue such duties when he is also administering the Academic Skills Center? If he cannot, there will be even more cost because there will be continued need for two professional librarians and an audiovisual coordinator. For even now, personnel in these positions do not approach numerically the suggested regional accreditation and professional standards for current enrollment.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 17, 1976

MORANDUM

: SVC Board of Trustees

OM: Dr. George E. Cole
President

RE: AGENDA ITEM #D-6 - APPROVAL OF JOINT EDUCATION AGREEMENTS
WITH HIGHLAND COMMUNITY COLLEGE

As the attached note from Dr. Williams indicates, the cooperative agreement concerning our Criminal Justice Program is a continuation of last year's agreement.

The Radiologic Technology agreement is a new arrangement which very simply allows us to use clinical facilities in the Highland District and permits them to send their interested students to our Radiology program. There is no charge-back involved in this arrangement.

You will recall that our existing clinical sites limit the number of students who can attend our Radiology Program to 12. This new arrangement will expand the size of this program.

GEC/bg
Enc.

March 17, 1976

MEMORANDUM

To: Dr. Cole

From: Dr. Williams

Attached are copies of the Cooperative Agreements with Highland Community College. The first Agreement is simply a continuation of last year's agreement on Criminal Justice. This has been a very successful program for us in the past.

The second Agreement is new with Highland covering our Radiologic Technology Program. This Agreement was developed on the basis of Highland's desire to send students to Sauk for this program, and our desire to use clinical sites in their district; for example, the Freeport Hospital. There is no charge-back involved in this Agreement as has been the case with previous agreements involving Illinois Valley Community College.

I would appreciate your taking this to the Board at their next regularly scheduled meeting.

lm

enc

A JOINT EDUCATION AGREEMENT
BETWEEN
HIGHLAND COMMUNITY COLLEGE AND SAUK VALLEY COLLEGE

THIS AGREEMENT is entered into this 1st day of April, 1976, by and between the BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 519, HIGHLAND COMMUNITY COLLEGE, a body politic and corporate, hereinafter referred to as the "Sending" college, and the BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 506, SAUK VALLEY COLLEGE, a body politic and corporate, hereinafter referred to as the "Receiving" college, for the expressed purpose of providing additional education to the students of HIGHLAND COMMUNITY COLLEGE, specifically, the program in Radiologic Technology, currently approved and offered by SAUK VALLEY COLLEGE.

WITNESSETH:

WHEREAS, it is the desire of the parties hereto to expand educational services to the greatest number of students in each district served by the parties, and,

WHEREAS, the parties hereto believe this agreement should be one of the means of implementing the State of Illinois Master Plan - Phase III in accomplishing a viable method of cooperation between the Parties, hereto, and

WHEREAS, by means of this Agreement, the Parties hereto desire to share programs of each institution and thereby maximize the utilization of the finances, facilities, equipment and personnel of each institution, and by so doing, provide educational services that might otherwise be impracticable for either of the parties individually; and

WHEREAS, the Parties hereto believe that implementation of this Agreement holds great promise for further development of higher education in Illinois;

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the Parties hereto agree as follows:

1. INSTITUTIONAL IDENTIFICATION

For the purposes of the Agreement, the college district sending the students to another college will be referred to as the "Sending College", and the college receiving students from another college district will be referred to as the "Receiving College".

2. TERMS OF AGREEMENT

Any educational program offered by the parties to this agreement shall be an approved program by the Illinois Community College Board at the "Receiving" college.

3. DURATION OF AGREEMENT

The administration of each of the parties hereto shall confer and agree upon an educational program to be subject to the terms of this Agreement prior to the beginning of such an instructional offering, and such initial Agreement shall be in force for a one year period. It shall be renewable upon written consent of all parties, with such notification affirmed at least Thirty (30) days prior to the termination date.

4. AMENDMENTS TO AGREEMENT

Amendments and/or revisions to this Agreement may be made at any time by mutual consent of all parties in writing. Such amendments and/or revisions shall be prepared in the form of an addendum agreement. The procedure for approval of such addenda and/or revisions shall follow the same procedure employed in securing approval by all parties in the original cooperative agreement.

5. TERMINATION OF AGREEMENT

In the event of termination, students who have entered an educational program shall be allowed to complete the program under the terms of this agreement.

6. CLASS SCHEDULES

Schedules of classes will be exchanged by the two colleges.

7. REGISTRATION

Students who register at the "Receiving" college shall be considered members of that district for the term of their enrollments.

A student is normally expected to take all the courses in this program at the "Receiving" college; however, at the student's request, one or more courses in this program may be taken at the "Sending" college.

Upon successful completion, courses taken at the "Sending" college would be acceptable for transfer to the "Receiving" college for completion of the program. No permission is needed from the "Receiving" college for courses not related to this program.

8. ADDITIONAL EDUCATIONAL SERVICES

The "Receiving" college shall provide access to its Learning Resources Center and other Instructional resources for students from the "Sending" college, equal to those provided for any other student at its campus.

The "Receiving" college shall also provide counseling-guidances and other services that will facilitate the learning process. Courses, seminars, workshops and in-service programs related to any educational program bound by this Agreement may be offered within the district confines of any "Receiving" or "Sending" college with the consent of that district. Said programs may be carried on singly by the "Sending" institution or jointly by both "Sending" and "Receiving" colleges.

9. STUDENT-RECOGNITION OF COMPLETION

The "Receiving" college shall maintain all admission records, transcripts, and issue any and all degrees or certificates to the students completing the educational program.

10. SCHOLARSHIPS AND STUDENT ACTIVITIES

The "Receiving" college shall be considered the home district for athletic eligibility and/or any other activity where the student officially represents an institution as well as for military and Illinois State Commission Scholarships.

11. RECORDS

The "Receiving" college shall maintain appropriate records for students from the "Sending" college in accordance with standard procedures while that student is in attendance in the "Receiving" college and will provide copies of said records to the "Sending" college at the request of the student concerned.

12. PUBLICITY

Any educational program offered through this Agreement shall be duly publicized in the participating district catalog and other information brochures consistent with institutional policy or all other similar publicity.

13. IDENTIFICATION OF CONDITIONS OF AGREEMENT TO STUDENTS

It shall be the responsibility of the "Sending" college to identify the terms of this Agreement to their students going to a "Receiving" college. Said students shall be responsible for all normal operating rules and conditions of the campus he is on at any given time.

14. REIMBURSEMENT

The "Receiving" college shall be eligible to file all claims for reimbursement for any student enrolled in their classes from a "Sending" college.

15. INSURANCE

Students at the "Receiving" college shall be covered by the terms of their liability insurance while on the premises of the "Receiving" college.

16. EMERGENCIES

In the event of an emergency:

(a) proper first aid practices should be employed by the "Receiving" college, and

(b) next-of-kin or designated individual shall be notified.

17. TRANSPORTATION

Students shall be responsible and liable for their own transportation to and from both "Sending" and "Receiving" colleges.

18. EDUCATIONAL CHARGES FOR SERVICES RENDERED

There will be no "charge back" to the "Sending" college. The college teaching a particular course shall count all students enrolled in that course as part of its own enrollment FTE for purpose of construction space support.

19. TUITION

All students enrolled under this agreement will pay tuition based on "in district" rates of the "Receiving" college.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in two (2) counterparts, each of which shall be deemed an original, as of the date and year first above written.

BOARD OF TRUSTEES OF COMMUNITY COLLEGE
DISTRICT NO. 519

BOARD OF TRUSTEES OF COMMUNITY COLLEGE
DISTRICT NO. 506

BY: _____
Chairman of the Board

BY: _____
Chairman of the Board

BY: _____
President, Highland Community College

BY: _____
President, Sauk Valley College

ATTEST: _____
Secretary for the Board

ATTEST: _____
Secretary for the Board

A JOINT EDUCATION AGREEMENT

BETWEEN

HIGHLAND COMMUNITY COLLEGE AND SAUK VALLEY COLLEGE

THIS AGREEMENT is entered into this 1st day of April, 1976,

by and between the BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 519, HIGHLAND COMMUNITY COLLEGE, a body politic and corporate, hereinafter referred to as the "Sending" college, and the BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 506, SAUK VALLEY COLLEGE, a body politic and corporate, hereinafter referred to as the "Receiving" college, for the expressed purpose of providing additional education to the students of HIGHLAND COMMUNITY COLLEGE, specifically, the program in Criminal Justice, currently approved and offered by SAUK VALLEY COLLEGE.

WITNESSETH:

WHEREAS, it is the desire of the parties hereto to expand educational services to the greatest number of students in each district served by the parties, and

WHEREAS, the parties hereto believe this agreement should be one of the means of implementing the State of Illinois Master Plan - Phase III in accomplishing a viable method of cooperation between the Parties, hereto, and

WHEREAS, by means of this Agreement, the Parties hereto desire to share programs of each institution and thereby maximize the utilization of the finances, facilities, equipment and personnel of each institution, and by so doing, provide educational services that might otherwise be impracticable for either of the parties individually; and

WHEREAS, the Parties hereto believe that implementation of this Agreement holds great promise for further development of higher education in Illinois;

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the Parties hereto agree as follows:

1. INSTITUTIONAL IDENTIFICATION

For the purposes of the Agreement, the college district sending the students to another college will be referred to as the "Sending College", and the college receiving students from another college district will be referred to as the "Receiving College".

2. TERMS OF AGREEMENT

The educational program offered by the parties to this agreement shall be an approved program by the Illinois Community College Board at the "Receiving" college.

3. DURATION OF AGREEMENT

The administration of each of the parties hereto shall confer and agree upon the educational program to be subject to the terms of this Agreement prior to the beginning of such an instructional offering. This Agreement shall be in force for a period of three years. It shall be renewable upon written consent of all parties, with such notification affirmed at least Thirty (30) days prior to the termination date.

4. AMENDMENTS TO AGREEMENT

Amendments and/or revisions to this Agreement may be made at any time by mutual consent of all parties in writing. Such amendments and/or revisions shall be prepared in the form of an addendum agreement. The procedure for approval of such addenda and/or revisions shall follow the same procedure employed in securing approval by all parties in the original cooperative agreement.

5. TERMINATION OF AGREEMENT

In the event of termination, students who have entered an educational program shall be allowed to complete the program under the terms of this agreement.

6. CLASS SCHEDULES

Schedule of classes will be exchanged by the two colleges.

7. REGISTRATION

Students shall register at the "Receiving" college and shall be considered members of that district for the terms of their enrollments. Courses taken at the "Sending" college must be part of the student's program of studies and approved by the "Receiving" college. Upon successful completion, approved courses taken at the "Sending" college would be acceptable for transfer to the "Receiving" college for completion of the program.

8. ADDITIONAL EDUCATIONAL SERVICES

The "Receiving" college shall provide access to its Learning Resources Center and other Instructional resources for students from the "Sending" college, equal to those provided for any other student at its campus.

The "Receiving" college shall also provide counseling- guidance and other services that will facilitate the learning process. Courses, seminars, workshops and in-service programs related to any educational program bound by this Agreement may be offered within the district confines of any "Receiving" or "Sending" college with the consent of that district. Said programs may be carried on singly by the "Sending" institution or jointly by both "Sending" and "Receiving" colleges.

9. STUDENT-RECOGNITION OF COMPLETION

The "Receiving" college shall maintain all admission records, transcripts, and issue any and all degrees or certificates to the students completing the educational program.

10. SCHOLARSHIPS AND STUDENT ACTIVITIES

The "Receiving" college shall be considered the home district for athletic eligibility and/or any other activity where the student officially represents an institution as well as for military and Illinois State Commission Scholarships.

11. RECORDS

The "Receiving" college shall maintain appropriate records for students from the "Sending" college in accordance with standard procedures while that student is in attendance in the "Receiving" college and will provide copies of said records to the "Sending" college at the request of the student concerned.

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Any educational program offered through this Agreement shall be duly publicized in the participating district catalog and other information brochures consistent with institutional policy or all other similar publicity.

13. IDENTIFICATION OF CONDITIONS OF AGREEMENT TO STUDENTS

It shall be the responsibility of the "Sending" college to identify the terms of this Agreement to their students going to a "Receiving" college. Said students shall be responsible for all normal operating rules and conditions of the campus he is on at any given time.

14. REIMBURSEMENT

The college providing the instructional services shall be eligible to file all claims for reimbursement for any student enrolled in their classes.

15. INSURANCE

Students at the "Receiving" college shall be covered by the terms of their liability insurance while on the premises of the "Receiving" college.

16. EMERGENCIES

In the event of an emergency:

- (a) proper first aid practices should be employed
by the "Receiving" college, and
- (b) next-of-kin or designated individual shall be
notified.

17. TRANSPORTATION

Students shall be responsible and liable for their own transportation
to and from both "Sending" and "Receiving" colleges.

18. EDUCATIONAL CHARGES FOR SERVICES RENDERED

Charges for instructional services provided to students
by each college shall be based on, and limited to, the in-district tuition and
special fees charged by the college providing the instructional service. The
tuition and fees shall be paid by the student.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement
in two (2) counterparts, each of which shall be deemed an original, as of the
date and year first above written.

BOARD OF TRUSTEES OF COMMUNITY
COLLEGE DISTRICT 519

BY _____
Chairman of the Board

BY _____
President, Highland Community College

ATTEST: _____
Secretary for the Board

BOARD OF TRUSTEES OF COMMUNITY
COLLEGE DISTRICT 506

BY _____
Chairman of the Board

BY _____
President, Sauk Valley College

ATTEST: _____
Secretary for the Board

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 17, 1976

MORANDUM

SVC Board of Trustees

SP-7

TO: Dr. George E. Cole
President

RE: AGENDA ITEM #D-7 - APPROVAL OF PAYMENT FOR ELECTION JUDGES

In accordance with the details tabulated on the attached list, I recommend that the Board approve the payment of election judges and authorize Dean Edison to pay these judges immediately after the election, with a listing to be presented with the April bills.

GEC/bg
Enc.

Election 1976

precinct#	Location	Ballots Ordered	Judge's Pay	Contact Person
	Lyndon Junior High School	300	\$10.00	John Dee
	Prophetstown City Hall	800	\$10.00	537-5161
	Coleta Town Hall	500	\$15.00	Robert
	Washington School	1,800	\$15.00	Cripe
	Sterling High School	2,000	\$15.00	626-5050
	Galt Junior High School	500	\$15.00	
	Rock Falls Nelson School	300 (per hr)	\$3.50	Don Stanton
	Rock Falls High School	2,500 (per hr)	\$3.50	625-3836
	Dixon Jefferson School	900	\$15.00	Stanley
	Dixon Washington	1,300	\$15.00	Weber
	Dixon Grand Detour	300	\$15.00	284-7722
	Dixon South Central	500	\$15.00	
	Dixon Lincoln	700	\$15.00	
	Dixon Madison	800	\$15.00	
	Tampico High School	400	\$10.00	Larry Wilcoxen
				438-3015
	Amboy City Hall	800	\$10.00	
	Ellice Dinges School Sublette	300	\$10.00	Don
	Maytown Elementary	200	\$10.00	Skidmore
	Walton Elementary	200	\$10.00	857-3632
	Eldena Elementary	200	\$10.00	
	Harmon Hall	200	\$10.00	
	Walnut High School Art Room	500	\$11.00	379-2434
				Pete Bellaver
	Polo High School	2,000	\$15.00	Merle McCaffrey
				946-3314
	Ohio High School	400	\$7.50	John Henriksen
				376-4414
	Franklin Grove Hall	800	\$8.00	Gil
	Lee Center Central Office	300	\$8.00	Moulton
				857-2724
	Morrison High School	1,300	\$10.00	Dale Trimpe
				772-4071
	Thomson High School Cafeteria	500	\$ 7.50	J. William Shive
				259-2735
				453-7416
	Ashton High School	1,000	\$12.50	Richard McCannon
	Chadwick High School	1,000	\$12.50	George Zancoff
				684-5191
	Fulton Fire Station	800	\$10.00	Lyle Henderson
	Albany Municipal Buliding	400	\$10.00	589-2611
	Milledgeville City Hall	1,000	\$10.00	Floyd Daub
				225-7143
	Total	25,500		
	To Be Ordered	500 extra		
		26,000		

MEMORANDUM

March 19, 1976

J-1

TO: BOARD OF TRUSTEES AND PRESIDENT COLE

FROM: ROBERT EDISON

Bob

EDUCATIONAL FUNDAMENDED BUDGET FOR 1975-76

Budgeted Revenue \$ 2,910,876

	<u>From</u>	<u>To</u>	<u>Increase</u>	
100-000-411 Current Taxes	\$ 648,348	\$ 665,265	\$ 16,917	
100-000-414 Chargeback Revenue	40,000	41,000	1,000	
100-000-421-03 ICCB Non-Business Vocational	84,390	108,000	23,610	
100-000-439-02 Federal Work Study	85,046	127,709	42,663	
100-000-441B Student Tuition (Fall)	370,720	376,080	5,360	
				89,550
				<u>\$ 3,000,426</u>

* * * * *

Budgeted Expenditures \$ 2,952,036

	<u>From</u>	<u>To</u>	<u>Increase</u>	
100-811-518-01 Fed. Work Study	\$ 15,910	\$ 18,673	\$ 2,763	
100-812-518-01 Fed. Work Study	9,576	15,326	5,750	
120-000-518-01 Fed. Work Study	8,650	10,492	1,842	
138-000-518-01 Fed. Work Study	25,610	33,530	7,920	
171-000-518-01 Fed. Work Study	48,923	75,941	27,018	
181-000-518-01 Fed. Work Study	1,730	3,730	2,000	
182-000-518-01 Fed. Work Study	7,293	8,500	1,207	
110-800-514-01 Part-time and Overload	100,000	140,000	40,000	
191-000-550 Conference and Meeting Expense	950	2,000	1,050	
				89,550
				<u>\$ 3,041,586</u>

The foregoing would result in no net change in the fund balance, as approved in the current budget, but does authorize the additional budgeted expenditures.

RECOMMENDATION: Board approval to amend and place on file for public inspection the foregoing revised educational fund budget for the 1975-76 fiscal year.

fsb

NOTICE IS HEREBY GIVEN by the Board of Trustees of College District #506, in the Counties of Whiteside, Lee, Ogle, Henry, Bureau, and Carroll, State of Illinois, that a Revised Budget for said school district for the fiscal year beginning July 1, 1975 will be on file and conveniently available to public inspection at the Sauk Valley College Business Office, Rural Route #1, Dixon, Illinois, and the residence of Arman Gaulrapp, Secretary, Route #1, Rock Falls, Illinois, 61071.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on this budget will be held at 8:00 p.m. on the 26th day of April, 1976, at Sauk Valley College, Rural Route #1, Dixon, Illinois in this College District #506.

Dated this 22nd day of March, 1976.

Board of Trustees, College District #506
in the Counties of Whiteside, Lee, Ogle,
Henry, Bureau, and Carroll, State of Illinois.

Arman Gaulrapp, Secretary

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 17, 1976

MEMORANDUM

SVC Board of Trustees

J-1

TO: Dr. George E. Cole
President

RE: AGENDA ITEM #F-1 - BUDGET AMENDMENTS FOR 1975-76

I have been informed by the Dean of Business Services that we are legally required to submit an amended budget reflecting the items distributed in our last adjourned Board meeting, formally approve these suggested changes and allow them to be on display for 30 days.

We will be bringing a formal motion to the Board at our Monday meeting to this effect.

GEC/bg

RECEIVED MAR 18 1976

7-2a

LAW OFFICES

WARD, WARD, CASTENDYCK, MURRAY & PACE

March 17, 1976

HENRY M. WARD
R. W. CASTENDYCK
PHILIP H. WARD, JR.
DAVID E. MURRAY
OLE BLY PACE III
LAURENCE F. JOHNSON

ROBERT E. BRANSON
MARK E. ZUMDAHL

PHILIP H. WARD
OF COUNSEL

202 EAST FIFTH STREET
STERLING, ILLINOIS 61081
TELEPHONE 815-625-6200

335 WASHINGTON STREET
PROPHETSTOWN, ILLINOIS 61277
TELEPHONE 815-537-2381

MAILING ADDRESS
P.O. BOX 400
STERLING, ILLINOIS 61081

Mr. Lawrence Jay Weiner
Suite 2105
1 North LaSalle Street
Chicago, IL 60602

Re: Duane Paulsen

Dear Mr. Weiner:

In line with our previous correspondence and our telephone conversation of Tuesday, March 16th, this is to confirm the fact that we have agreed that the hearing on Dr. Cole's recommendation to dismiss Duane Paulsen will be held on Thursday, April 8, 1976, at 7:00 P.M. in the Conference Room on the Third Floor of the Sauk Valley College Building.

Mr. Paulsen was previously furnished with a copy of the recommendation which Dr. Cole submitted to the Board of Trustees and the charges which are the basis for the recommendation.

It is our understanding that Mr. Paulsen prefers to have this hearing open to the public and it will be held in that manner unless you instruct us to the contrary.

I have been instructed by the Board Chairman to arrange for a reporter and we will see that the testimony presented is recorded. Should there be any question or if there is any problem, feel free to call me.

Very truly yours,

RWC/b

cc: Dr. George Cole, President
Sauk Valley College
Route # 1
Dixon, IL 61021

Mr. Ronald F. Coplan
409 North Cherry Street
Morrison, IL 61270



SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 17, 1976

MORANDUM

SVC Board of Trustees

TO: Dr. George E. Cole
President

RE: AGENDA ITEM #H - TIME OF NEXT MEETING

The election law requires that the Board canvass the results of the Trustee election no later than Tuesday, April 20. Our regular meeting is scheduled for April 12. I would suggest that we have our first meeting in April on the 19th, at which time the results of the election could also be canvassed. On the 19th we could decide whether or not it is necessary to have our regular meeting scheduled for the 26th.

It might be asked why we cannot have our canvass of the election results at the April 12th meeting. The answer is that it is physically impossible to collect all the election materials and have them available and tallied for the April 12th meeting. With the election being on Saturday, April 10, it is impossible to have access to the polling places on Sunday.

GEC/bg
Enc.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 17, 1976

MORANDUM

SVC Board of Trustees

J-5b

TO: Dr. George E. Cole
President

RE: AGENDA ITEM #D-5b - PERSONNEL MATTERS

The contract requires that the Board be informed when an individual who is eligible for tenure is given a fourth probationary year. As per the attached letter, we are not granting tenure to Mrs. Ruth Hedstrom for the forthcoming academic year. No Board action is required.

GEC/bg
Enc.



SAUK VALLEY COLLEGE

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

OFFICE OF THE PRESIDENT

March 15, 1976

Mrs. Ruth Hedstrom
Sauk Valley College
Dixon, IL 61021

Dear Mrs. Hedstrom:

In accordance with the provisions of the labor agreement, I am providing you with formal notice that it is not our intention to grant you tenure for the forthcoming academic year.

The specific reasons for not granting tenure are low enrollment in the courses that you teach and the fact that you have not yet earned a Master's Degree and apparently are not making very significant strides in that direction.

Sincerely,

George H. Cole
President

GEC/bg

c.c. Dean Noah Bunch

BILLS PAYABLEMarch 22, 1976EDUCATIONAL FUND

92-000-544	POSTMASTER	POSTAGE METER	5,121	\$ 839.72
	SVC PAYROLL FUND	2-29-76 PAYROLL	5,122	90,595.71
81-000-550	GEORGE E. COLE	TRAVEL	5,123	95.59
	SVC PAYROLL FUND	3-15-76 Payroll	5,182	130,460.50
				<hr/>
				\$221,991.52
13,543.00	AMECO PUBLISHING CORP	SUPPLIES	5,124	7.03
00,541.00	AMER PERSONNEL & GUIDANCE	SUPPLIES	5,125	25.00
00,550.00	ESTHER APPLER	TRAVEL	5,126	35.35
00,543.00	ASSN-STERLING FILMS	FILMS	5,127	13.25
00,550.00	GLENN BAILEY	TRAVEL	5,128	39.89
00,545.00	BAKER & TAYLOR COMPANIES	BOOKS	5,129	867.52
00,545.00	THE BAKER & TAYLOR CO	BOOKS	5,130	90.45
13,550.00	JAMES BARBER	TRAVEL	5,131	81.60
00,543.00	BOGOTT INDUSTRIAL SUPPLY	SUPPLIES		80.36
				1.00
00,543.00	X X X	X	5,132	81.36
00,545.00	R R BOWKER CO	BOOKS	5,133	12.50
00,543.00	BUEHLER LTD	SUPPLIES	5,134	185.00
11,550.00	NOAH BUNCH	TRAVEL	5,135	30.94
00,543.00	CARDINAL AUTO PARTS	SUPPLIES	5,136	61.74
8,543.00	CAROLINA BIOLOG SUPPLY	SUPPLY		32.07
00,543.00	X X X	X		45.03
00,541.00	THE CARROLL PRESS	BOOKS	5,137	77.10
11,543.00	CEDAR HEIGHTS CLAY CO	SUPPLIES	5,138	10.20
00,575.00	CENTRAL TELEPHONE	SERVICE	5,139	97.00
00,541.00	CHRONICLE OF HIGHER EDUC	SUBSCRIPTION	5,140	2028.80
00,550.00	WALTER CLEVENGER	TRAVEL	5,141	20.00
00,545.00	COLLEGE LANGUAGE ASSN	BOOKS	5,142	74.85
00,573.00	COMMONWEALTH EDISON	SERVICE	5,143	10.30
00,545.00	CONCEPT MEDIA	BOOKS	5,144	9.25
00,543.00	THE CONFERENCE BOARD	BOOKLET	5,145	715.00
00,541.00	COUNCIL ON WOMEN'S PROG	MEMBERSHIP	5,146	7.50
00,543.00	CRESCENT ELEC SUPPLY	SUPPLIES	5,147	30.00
00,547.00	THE DAILY GAZETTE	AD	5,148	287.56
00,585.00	W S DARLEY & CO	EQUIPMENT	5,149	14.00
00,550.00	ROSS DILL	TRAVEL	5,150	220.75
00,547.00	DIXON CAMERA CENTER	SUPPLIES	5,151	164.11
00,547.00	DIXON EVENING TELEGRAPH	ADS	5,152	76.64
00,547.00	X X X	X		342.40
				11.52
00,543.00	DIXON GARAGE SUPPLY CO	SUPPLIES	5,153	353.92
00,545.00	DOW JONES BOOKS	BOOKS	5,154	3.83
00,541.00	EASTMAN KODAK CO	FILM	5,155	21.00
312,550.00	EMERALD HILL	CONFERENCE	5,156	143.40
00,543.00	ESA GRAPHIC AIDS	SUPPLIES	5,157	74.25
00,545.00	W H FREEMAN & CO	BOOKS	5,158	21.15
00,545.00	GALE RESEARCH CO	BOOKS	5,159	136.00
		BOOKS	5,160	38.97
00,544.02	GARITH PLASTICS CO INC	SUPPLIES	5,161	126.77

000.550.00	RALPH GELANDER	TRAVEL	5.162	10.50
000.550.00	LEONA GROSSMAN	TRAVEL	5.163	10.50
000.550.00	CAROL HAIN	TRAVEL	5.164	40.35
00.543.00	HARPER & ROW PUBLISHERS	BOOKS	5.165	10.86
00.543.00	HASKELL'S	SUPPLIES	5.166	22.01
000.544.01	HECKMAN BINDERY	MAGAZINES	5.167	17.73
000.545.00	HOBART BROTHERS CO	BOOKS	5.168	36.40
000.543.00	HOME LUMBER CO	SUPPLIES	5.169	9.49
000.562.00	IBM CORP	RENTAL	5.170	383.10
000.530.02	IBM	SERVICE 14.50		
000.544.01	X X	X 18.00		
000.541.00	X X	X 18.00		
000.539.00	X X	X 34.70	5.171	85.20
000.593.00	IL CENTRAL COMM COLLEGE	TUITION	5.172	1,194.34
000.543.00	JOINT REVIEW COMM ON EDUC	REGISTRATION FEES	5.173	500.00
000.550.00	STEVE JOHNSON	TRAVEL	5.174	11.00
000.549.00	JOSTEN'S	DIPLOMAS	5.175	76.08
011.543.00	KENTUCKY-TENN CLAY CO	SUPPLIES	5.176	115.60
000.550.00	JANET KIME	TRAVEL	5.177	20.25
000.544.01	THE LIBRARY OF CONGRESS	SUPPLIES	5.178	4.95
000.541.00	LIFT-OFF CORP	SUPPLIES	5.179	49.50
000.550.00	ROBERT LOGEMAN	TRAVEL	5.180	15.00
000.550.00	DAVID LOVEKIN	TRAVEL	5.181	124.50
	3-15-76 PAYROLL- SEE PAGE 1		5.182	.00
00.543.00	MCGRAW HILL BOOK CO	SUPPLIES 12.80		.00
015.543.00	X X X	1.06	5.183	13.86
015.530.00	MCGRAW HILL BOOK CO	SERVICES	5.184	49.95
000.545.00	MACMILLAN PUBL CO	BOOKS	5.185	18.51
000.543.00	MACMILLAN SCI CO	SUPPLIES	5.186	2.35
000.545.00	MANUFACTURERS NEWS INC	BOOKS	5.187	71.85
000.550.00	RONALD MARLIER	TRAVEL	5.188	11.10
000.543.00	MASSEYS ACE HARDWARE	SUPPLIES	5.189	24.06
000.543.00	MEANS SERVICE CENTER	SUPPLIES	5.190	21.25
000.541.00	MEDIA REPORT TO WOMEN	SUPPLIES	5.191	15.00
000.545.00	MEISTER PUBL CO	BOOKS	5.192	17.50
012.543.00	RICHARD MENNENGA	SUPPLIES	5.193	6.00
000.550.00	GILBERT MEREDITH	TRAVEL	5.194	21.60
000.542.00	MICKEYS LINEN SERVICE	SUPPLIES	5.195	13.00
000.530.00	MIDWEST VISUAL EQUIP	SERVICE 148.07		
000.544.01	X X X	SUPPLIES 118.92		
000.585.00	X X X	EQUIP 146.07	5.196	413.06
011.543.00	MINNESOTA CLAY CO	SUPPLIES	5.197	101.84
000.543.00	MODERN FILM RENTALS	SUPPLIES	5.198	20.00
00.530.00	MONROE	SERVICE 317.25		
00.543.00	X X	SUPPLIES 39.00	5.199	356.25
000.530.00	ED MUELLER A V	SERVICE	5.200	26.15
000.542.00	MULTI GRAPHICS DIV	SUPPLIES	5.201	34.51
000.545.00	MULTI MEDIA PRODUCTIONS	BOOKS	5.202	16.95
000.562.00	NCR CORP	EQUIP RENTAL	5.203	2,771.10
000.541.00	NCR EDUCATIONAL USER GROUP	SUPPLIES	5.204	25.00
00.545.00	NATL EDUC ADVERTISING SERV	BOOKS	5.205	1.50

00.543.00	NASCO	SUPPLIES	5.206	33.46
00.541.00	NATL COMPUTER SYS	SUPPLIES	5.207	166.25
00.545.00	NATL COUNC TEACHERS OF ENG	BOOK	5.208	5.60
00.543.00	NATL LEAGUE FOR NURSING	SUPPLIES	5.209	49.00
00.541.00	NATL MICROFILM LIBRARY	SUPPLIES	5.210	400.00
00.550.00	HAROLD NELSON	TRAVEL	5.211	45.60
1.543.00	NEW READERS PRESS	SUPPLIES	5.212	118.75
00.571.00	NORTHERN ILL GAS CO	SERVICE	5.213	7,696.03
00.544.02	NORTHERN ILL LIBRARY SYS	SUPPLIES	5.214	3.00
00.543.00	NORTHERN ILL UNIV	SUPPLIES	5.215	45.80
00.547.00	OGLE COUNTY LIFE	SUPPLIES	5.216	2.84
00.544.01	OKLAHOMA STATE UNIV	SUPPLIES	5.217	20.00
00.530.00	OPTICAL SCANNING CORP	MAINT AGRMT	5.218	105.00
00.543.00	PACIFICA TAPE LIBRARY	SUPPLIES	5.219	12.85
1.550.00	FRANK PALUMBO	TRAVEL	5.220	133.80
00.545.00	PARENTS MAGAZINE FILMS	FILMS	5.221	400.00
1.543.00	PASSONS SPORT CENTER	SUPPLIES	5.222	332.45
00.550.00	DUANE PAULSEN	TRAVEL	5.223	12.00
00.543.00	PERSONA STUDIO	PICTURE FRAMES	5.224	75.00
00.544.00	MAXINE PETERSEN	TUITION REIMB 3 HRS	5.225	54.00
00.545.00	P.D.R.	BOOK	5.226	11.00
00.545.00	POLICE SCIENCE SERVICES	BOOKS	5.227	98.50
00.543.00	POLYSCIENCES INC	SUPPLIES	5.228	19.03
1.543.00	PORTERS CAMERA STORE	SUPPLIES 246.19		
00.544.02	X X X	4.43	5.229	250.62
00.541.00	PRACTISING LAW INSTITUTE	SUPPLIES	5.230	25.50
00.547.00	THE PRINT SHOP	SUPPLIES	5.231	25.00
00.545.00	RAND MCNALLY & CO	ATLAS SERVICE	5.232	92.00
00.545.00	REALAUDIO PRODUCTIONS	CASSETTES	5.233	24.95
00.550.00	ELEANOR RIDENHOWER	TRAVEL	5.234	7.65
00.543.00	ROBERTS FLOWERS	SUPPLIES	5.235	103.35
00.543.00	SVC BOOKSTORE	SUPPLIES 11.78		
00.543.00	X X	3.18		
00.543.00	X X	1.76		
1.543.00	X X	16.13		
2.543.00	X X	7.95		
00.543.00	X X	32.84		
00.543.01	X X	5.61		
2.541.00	X X	28.52		
3.543.00	X X	16.98		
5.543.00	X X	1.40		
00.545.00	X X X	11.31		
00.541.00	X X	38.07		
00.541.00	X X	17.32		
00.541.00	X X	.98	5.236	193.83
00.543.00	SVC BUILDING FUND	GAS	5.237	9.08
5.543.00	S R A	SUPPLIES	5.238	164.17
00.543.00	SCIENTIFIC PRODCUTS	SUPPLIES	5.239	652.02
1.550.00	SERVOMATION CORP	LUNCHES	5.240	34.20
00.543.00	SIEG CO	SUPPLIES	5.241	21.21
00.550.00	F TY SIMMONS	TRAVEL	5.242	86.49
00.550.00	NORMAN SPENCER	TRAVEL	5.243	46.74
00.550.00	GEORGE STANLEY	TRAVEL	5.244	41.70
00.542.00	STERLING BUS MACHINES	SUPPLIES 228.21		
00.541.00	X X X	22.27		
00.541.00	X X X	113.35	5.245	363.83

2.530.00	STERLING CAMERA CENTER	SERVICE 12.50		
0.547.00	X X X	36.20	5.246	48.70
0.538.00	STERLING SCHOOL OF BEAUTY	VOID CHECK-----	5.247	.00
		COSMETOLOGY	5.248	8038.29
0.545.00	SUNBURST COMMUNICATIONS	CASSETTES	5.249	63.00
0.545.00	TRAINEX CORP	FILMSTRIP	5.250	12.00
0.543.00	UNIVERSITY OF ILL	SUPPLIES	5.251	15.00
5.543.00	UNIV OF MAINE BOOKSTORE	SUPPLIES	5.252	7.35
0.550.00	GEORGE VRHEL	TRAVEL	5.253	63.80
0.531.00	WARD WARD CASTENDYCK	SERVICES	5.254	461.99
8.543.00	WASHINGTON CRIME NEWS SERVICES	SUPPLIES	5.255	24.00
0.545.00	WEST PUBL CO	BOOKS	5.256	158.00
0.575.00	WESTERN UNION	TELEGRAMS	5.257	13.11
2.550.00	RONALD WILLIAMS	TRAVEL	5.258	114.16
0.544.03	XEROX CORP	SUPPLIES	5.259	1,485.52
0.550.00	ROBERT EDISON	TRAVEL	5.260	138.35
	SVC IMPREST FUND	MISC EXPENSES	5.261	759.14
0.543.00	SVC PETTY CASH	SUPPLIES 4.77		
0.543.00	X X X	2.22		
0.541.00	X X X	2.91	5.262	9.90
0.521.00	PRUDENTIAL LIFE INS CO	APRIL PREMIUM	5.263	4,276.91

TOTAL BILLS

40,750.25 T

Cks. #5121-5123 and 5182

221,991.52

TOTAL EDUCATIONAL FUND FOR MARCH

\$ 262,741.77

BUILDING FUND

CHECKS GIVEN TO SALESMAN FOR SAMPLE, VOIDED
Check/ 2-23-76, Dixon Evening Tele. VOID

#3999, #4000, #4001
#3972

\$6.40-

000.544.00	AMERICAN HOTEL REGISTER	SUPPLIES	4.002	125.10
000.544.00	AUDIOPHILE COMMUNICATION	SUPPLIES	4.003	24.00
000.544.00	B & E GERDES WESTERN AUTO	SUPPLIES	4.004	8.97
000.530.00	BRANSON ELEC	SERVICE	4.005	441.68
000.544.00	BRENT'S MAILING EQUIP	SUPPLIES	4.006	8.70
000.544.00	CARDINAL AUTO PARTS	SUPPLIES	4.007	16.76
000.544.00	COPE PLASTICS INC	SUPPLIES	4.008	30.34
000.550.00	PATT DAWSON	TRAVEL	4.009	6.30
000.544.00	DIXON MOTORS	SUPPLIES	4.010	9.00
000.544.00	DIXON POWER EQUIPMENT	SUPPLIES	4.011	10.97
000.544.00	ELLIOT COMPANY	SUPPLIES		200.24
000.587.00	X X	EQUIP		334.95
000.544.00	FACTORY SUPPLY CO	SUPPLIES	4.012	535.19
000.544.00	FAIRFAX HARDWARE	SUPPLIES	4.013	17.34
000.550.00	GLADYS GUNTLE	TRAVEL	4.014	8.44
000.530.00	HONEYWELL INC	SERVICE	4.015	12.60
000.544.00	HOYLE ROAD EQUIPMENT	SUPPLIES	4.016	1839.50
000.544.00	INDUSTRIAL SUPPLY CO	SUPPLIES	4.017	336.30
000.587.00	X X X	EQUIP		22.10
000.544.00	INTERNATL SALT CO	SUPPLIES		190.00
000.587.00	KOEHLER MFG CO	EQUIP	4.018	212.10
000.544.00	LEE FS INC	SUPPLIES	4.019	382.07
000.544.00	MASSEY'S ACE HARDWARE	SUPPLIES	4.020	100.28
000.544.00	MICKEY'S LINEN & TOWEL	SUPPLIES	4.021	189.59
000.587.00	MITCO-ROGER KELLY	EQUIP	4.022	24.18
000.530.00	MONTGOMERY ELEVATOR	SERVICE	4.023	67.20
000.544.00	MOTT BROS CO	SUPPLIES	4.024	87.21
000.544.00	NAVY BRAND MFG CO	SUPPLIES	4.025	329.25
000.544.00	OLIN WATER SERVICES	SUPPLIES	4.026	36.04
000.544.00	P & W SUPPLY	SUPPLIES	4.027	321.47
000.587.00	X X X	EQUIP	4.028	1468.81
000.544.00	ROBT E PETERSON	SUPPLIES		20.43
000.544.00	ROCHESTER GERMICIDE CO	SUPPLIES		348.75
000.530.00	ROCK RIVER GLASS	SERVICE	4.029	369.18
000.530.00	ROCK VALLEY DISPOSAL SERV	SERVICE	4.030	98.57
000.544.00	SARCO CO INC	SUPPLIES	4.031	166.39
000.544.00	SVC BOOKSTORE	SUPPLIES	4.032	90.00
000.544.00	SVC EDUCATIONAL FUND	SUPPLIES	4.033	20.00
000.530.00	SAUNDERS LEASING SYSTEM	SERVICE	4.034	133.78
000.544.00	SEARS ROEBUCK & CO	SUPPLIES	4.035	6.39
000.587.00	X X X X	EQUIP	4.036	15.93
000.544.00	SINOW & WIENMAN INC	SUPPLIES	4.037	12.50
000.544.00	CLIFF SOPER CO INC	SUPPLIES		11.33
000.561.00	STERLING PARK DISTRICT	RENTAL		29.06
000.544.00	STEWART'S TRUCK & EQUIP	SUPPLIES	4.038	40.39
000.544.00	TWIN CITY PRODUCTS	SUPPLIES	4.039	3.00
000.544.00	VONACHEN INDUSTRIAL	SUPPLIES	4.040	34.04
000.544.00	SVC PETTY CASH	MISC SUPPLIES	4.041	24.00
	SVC IMPREST FUND	MISC SUPPLIES	4.042	15.30
			4.043	33.60
			4.044	384.45
			4.045	5.34
			4.046	61.68
-000-544	FARM & FLEET	SUPPLIES	4,047	872.08
-000-521	PRUDENTIAL INS. CO.	APRIL PREMIUM	4,048	916.01
TOTAL BUILDING FUND FOR MARCH				\$9,960.62

SITE & CONSTRUCTION FUND

000.589.00	FRANKE & MILLER	SERVICES	558	225.00
000.584.02	RATHS RATHS & JOHNSON INC	SERVICES	559	6.885.79
TOTAL SITE & CONSTRUCTION FOR MARCH				<u>7.110.79</u>

BOND & INTEREST #2

000-569	CENTRAL NATIONAL BANK OF STERLING	Fees	9	<u>\$ 80.00</u>
TOTAL BOND & INTEREST #2 FOR MARCH				\$ 80.00

IMPREST CHECKS

138-000-541	Career Information	VOID CHECK	3178	-8.00
138-000-541	" "	VOID CHECK	3217	-2.00
192-000-544	Postmaster	Postage	3236	25.00
138-000-541	Supt. of Documents	Book	3237	2.95
270-000-544	Eagles Disc. Super Market	Supplies	3238	27.84
110-500-550	Midwest Regional Conf.	Travel	3239	16.50
138-000-541	Kendall Hunt Publ. Co.	Supplies	3240	4.95
110-811-550	Natl. Conference, A.A.H.E.	Travel	3241	30.00
192-000-585	Farm & Fleet	Equipment	79.95 3242	96.82
110-511-543	X X X	Supplies	16.87	
110-300-550	Magnaflux Corp.	Tuition	3243	250.00
138-000-550	Dan Timko, Adult Cont. Educ.	Seminar	3244	15.00
120-000-545	Bicentennial Commission	Book	3245	35.00
192-000-544	Postmaster	Postage	3246	13.00
110-512-543	Publisher's Central Bureau	Supplies	3247	38.43
192-000-544	United Parcel Service	Service	3248	2.00
192-000-544	United Parcel Service	Service	3249	3.58
	Checks given to salesman as samples		3250	-----
	" " " " " "		3251	-----
	" " " " " "		3252	-----
192-000-544	United Parcel Service	Service	3253	2.00
270-000-544	University of Illinois	Supplies	3254	6.00
110-812-550	National Conference, A.A.H.E.	Travel	3255	20.00
138-000-541	Cynthia D'Andre	Supplies	3256	14.81
110-316-543	I.L.L.A.E.Y.C.	Membership	3257	13.00
110-117-543	Georgia Christmas	Supplies	3258	22.61
110-512-530	Randy Burgess	Modeling	3259	56.00
110-600-543	Mary Weller	Supplies	3260	11.91
110-100-543	Krochs and Brentanos	Books	3261	17.95
138-000-541	Employment Training Corp.	Book	3262	15.00
138-000-550	Bonnie Ryan	Supplies	3263	6.43
138-000-541	A. P. G. A.	Membership	3264	10.00
192-000-544	United Parcel Service	Service	3265	2.00
110-813-543	Center for Governmental Studies	Book	3266	3.00
110-316-543	Fearon Publishers, Inc.	Handbook	3267	4.20
110-316-543	Expeditions of North America	Rental	3268	10.00
270-000-544	Eagles Discount Super Market	Supplies	3269	27.84
192-000-544	Postmaster	Postage	3270	25.00
192-000-544	United Parcel Service	Service	3271	2.00

820.82

EDUCATIONAL FUND
BUILDING FUND

759.14
61.68

Balance in Fund 2,203.18
Disbursements 820.82

Total in Fund 3,024.00



SAUK VALLEY COLLEGE

FACULTY ASSOCIATION

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

March 22, 1976

TO: Sauk Valley College Board of Trustees

FROM: Sauk Valley College Faculty Association Executive Board

RE: Current proposal for administrative reorganization

The Sauk Valley College Faculty Association Executive Board seriously questions the immediate adoption of the current administrative reorganization plan which calls for the addition of three to four assistant deans at a cost of \$60,000 to \$80,000 a year and the adding of two directors to the administrative staff. In addition to these fixed administrative costs, there would be additional clerical and office costs which would surely cause the total reorganization cost to exceed the amount shown in the proposal.

In addition we have the following concerns:

1. This proposed reorganization plan appears to be in direct contradiction to the reorganization plan adopted two years ago and included in our most recent North Central Report on page 103-107. On page 104, item 3 reads as follows:

"This proposed reorganization would eliminate one layer in our existing organizational structure. Most administrative theorists feel that fewer layers facilitate communication and decrease the probability of goal distortion. This proposed structure would permit faculty to communicate directly with deans on a one-to-one basis. Major decisions affecting each departmental area such as budgets, schedules and staff utilization would be heavily dependent upon consensus recommendations made by the department to the dean."

The Sauk Valley College Faculty Association Executive Board is in agreement with Dr. Cole's above statement. However, the current proposal would add "the layer" removed in 1973 and would administratively prevent the faculty from communicating "directly with the deans on a one-to-one basis."

2. Although this reorganization plan will affect the entire staff, and although a system does exist for communication and participation, we had no knowledge of the existence of such a plan prior to its presentation to the Board of Trustees. There was no opportunity for in-depth discussion, analysis, or evaluation by any faculty, students, or staff.

3. The proposed reorganization will take us far beyond the administrative costs presented in 1973, at which time, in a reorganization proposal submitted on April 4 and found on page 103 of the most recent North Central Self Study, the following statement was made:

"A second trend is for colleges to have fewer administrators and to expect these fewer administrators to have less professional staff assistance and to, in effect, assume more responsibility and work harder."

SAUK VALLEY COLLEGE

APPROVED BY

Donald F. Copley

PRESIDENT

Arman Gaudrapp

SECRETARY

DATE _____

. In 1973, it was projected that certain costs would result from an administration reorganization. These same costs were reported to North Central in our Self Study. The figures presented in the current proposal reveal that the actual costs were considerably higher--\$51,000 or approximately 57% higher. Is it possible that this current proposal could include some of the same kinds of miscalculation? Could it further escalate administrative costs? Could it create an unrealistic ratio of administration to faculty? Could it create unrealistic credit hour expectations and further complicate constructive communication between administration and faculty? Could it make faculty participation and contributions virtually impossible?

Based upon the above concerns, we respectfully request the Board of Trustees to delay action on this reorganization plan until an accurate analysis of data and an adequate assessment of needs can be made. We request that representatives of the Faculty Association, The Board, and Administration meet to discuss this proposal and its ramifications before any action is taken.



SAUK VALLEY COLLEGE

FACULTY ASSOCIATION

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

March 22, 1976

ADDITIONAL CONCERNS TO BE CONSIDERED

. One of the memorandums in this proposal is dated November, 1975. If this reorganization has been under consideration since that time, why is there need to take action on it immediately? If the organizational plan is sound, why did one of the deans suggest that the longer action is delayed, the greater the problems?

. How accurate are the figures in this proposal? The administrative organization plan adopted in 1973, on the basis of a decrease in administrative costs, and represented in this fashion to North Central in 1975, actually resulted in a 57% increase in administrative costs as compared to the estimate. (The figures used here are those presented in the 1973 reorganizational proposal and the current proposal.)

	<u>Costs Projected in 1973</u>	<u>Actual Costs Reported in 1976</u>
Two Deans	\$44,000	\$44,000
Even Dept. Heads	25,000	56,800*
Nursing Coordinator	20,000	20,000
Assistant Dean		19,800
	<u>\$89,000</u>	<u>\$140,600</u>

Actual increase from proposal - \$51,600

This figure is the total of Arts & Science Dept. Heads (20,931), Career Ed. Dept. Heads (14,126), L.P. (3,000), MLT (3,816), Rad. Tech. (5,370), Public Safety (5,614), Public Service (3,945).

. With an uncertain financial situation in the state of Illinois and an uncertain political situation for the forthcoming year, can Sauk Valley College afford to increase its fixed costs by more than 50,000 for assistant deans and coordinators, as well as secretarial assistance and other costs?

. What rationale and studies support the 10% projected enrollment increase?

. To what extent will the 10% projected enrollment increase generate a sufficient amount of income to cover the increased administrative and instructional costs created by hiring assistant deans, coordinators, and their clerical staff, by absorbing department chairmen into full-time teaching, and adding two full-time instructional staff, e.g. in business and agriculture?

5. Even if the projected enrollment increase does materialize, will it occur in the instructional departments where the projected costs are being placed? The savings in this proposal are based in part on the Arts and Science department chairmen increasing their current load by 670 student credit hours. Is this realistic?

7. The theoretical savings also represents additional summer funds in the case of all current department heads. Will any of the savings actually be realized since these people will be paid if the classes are available, but the assistant deans will be paid on a guaranteed basis?

8. Why has there been no input from the staff when college committees exist for that purpose and the North Central report cited as a strength of this institution that "Governance of the college provides a system whereby the students, faculty, staff, and community have input at various levels of operation?"

9. As approval of the total reorganization proposal is being sought now, is it not necessary to include more detail on the administration's intent "to radically change the duties of the Director of the Learning Resource Center"?

Is it appropriate to ask for approval of radical changes when not one is even minimally described?

Further, the proposal itself reveals no understanding of the present organization of the LRC. The proposed assistant dean is to have responsibility for the LRC and for audiovisual. An audiovisual department does not exist apart from an LRC. That concept is twofold; an LRC consists of a library and an audiovisual department.

Also, there is the problem of professional staff and duties. The present LRC director catalogs all materials, among other professional library duties. Is it likely that an assistant dean can continue such duties when he is also administering the Academic Skills Center? If he cannot, there will be even more cost because there will be continued need for two professional librarians and an audiovisual coordinator. For even now, personnel in these positions do not approach numerically the suggested regional accreditation and professional standards for current enrollment.



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TREASURER'S REPORT

February 29, 1976

LDING FUND

ance on Hand January 31, 1976 \$ 137,520.44

eipts:

In Lieu of Taxes	35.00	
Misc. Revenue	412.00	
Expenditure Credits	<u>1,216.53</u>	<u>1,663.53</u>

al Available \$ 139,183.97

bursements:

Expenses for February	<u>5,000.05</u>
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ance on Hand February 29, 1976 \$ 134,183.92

CATIONAL FUND

ance on Hand January 31, 1976 \$ 195,638.93

eipts:

Petty Cash	100.00	
In Lieu of Taxes	139.99	
Investments	200,000.00	
Charge-Back Revenue	16,493.60	
State Apport.	39,949.65	
ICCB Non-Business	2,570.75	
Federal Work Study	15,532.64	
Transcript Fees	126.00	
Interest on Investments	1,837.54	
Other Revenue	47.35	
Expenditure Credits	<u>4,881.10</u>	<u>281,678.62</u>

al Available \$ 477,317.55

bursements:

Expenses for February	<u>243,722.02</u>
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ance on Hand February 29, 1976 \$ 233,595.53

CE & CONSTRUCTION FUND - Dixon National Bank

Balance on Hand January 31, 1976 \$ 14,695.30

Receipts:

Investments	75,375.91	
Interest on Invest.	1,136.30	
Rental Income	<u>6,690.00</u>	<u>83,202.21</u>

Balance Available \$ 97,897.51

Disbursements:

Expenses for February		<u>339.70</u>
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Balance on Hand February 29, 1976 \$ 97,557.81

CE & CONSTRUCTION FUND - Harris Trust

Balance on Hand January 31, 1976 \$ 6,811.09

Receipts:

-0-

Disbursements:

-0-

Balance on Hand February 29, 1976 \$ 6,811.09

ND AND INTEREST #1

Balance on Hand January 31, 1976 \$ 132,230.18

Receipts:

In Lieu of Taxes	67.91	
Interest on Investments	<u>225.00</u>	<u>292.91</u>

Balance Available \$ 132,523.09

Disbursements:

Investments	132,000.00	<u>132,000.00</u>
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Balance on Hand February 29, 1976 \$ 523.09

ND & INTEREST #2

Balance on Hand January 31, 1976 \$ 11,668.12

Receipts:

In Lieu of Taxes	24.24	<u>24.24</u>
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Balance Available \$ 11,692.36

Disbursements:

Investments	11,600.00	<u>11,600.00</u>
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Balance on Hand February 29, 1976 \$ 92.36

WORKING CASH FUND

Balance on Hand January 31, 1976		\$ 36,201.77
<u>Receipts:</u>		
Investments	102,111.95	
Interest on Invest.	<u>1,474.91</u>	<u>103,586.86</u>
Total Available		\$ 139,788.63
<u>Disbursements:</u>		
Investments	103,586.86	<u>103,586.86</u>
Balance on Hand February 29, 1976		\$ <u>36,201.77</u>

* * * * *

FUNDS INVESTED

Re-open Deposit	B & I #2	6-15-76	\$ 11,600.00
Certificate of Deposit	B & I #1	1-8-77	45,000.00
Certificate of Deposit	S & C	8-30-76	326,633.57
Re-open Deposit	S & C	5-28-76	150,000.00
Certificate of Deposit	Working Cash	4-13-76	103,586.86
Certificate of Deposit	Working Cash	4-20-76	207,000.00
Certificate of Deposit	Working Cash	6-1-76	206,545.00
Certificate of Deposit	Educational	3-16-76	200,000.00
Certificate of Deposit	Building	3-16-76	50,000.00
Re-open Deposit	B & I #1	5-15-76	<u>132,000.00</u>
TOTAL INVESTED			\$1,432,365.43

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 2-29-76

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

ASSETS:

Cash in Bank	\$ 66.44	
Notes Receivable	1,988.50	
	<u>\$2,054.94</u>	

LIABILITIES AND NET WORTH:

Fund Equity	\$3,331.65	
Net Loss	<u>-1,276.71</u>	<u>\$2,054.94</u>

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

INCOME:

Interest Income	\$ 72.58	
Bad Debts Repaid.	<u>50.00</u>	<u>\$ 122.58</u>

EXPENSES:

Bad Debts	<u>\$1,399.29</u>	<u>\$1,399.29</u>
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NET LOSS		<u><u>\$(-1276.71)</u></u>
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SAUK VALLEY COLLEGE

E.O.G. - WORK STUDY FUNDS

Period Ending 2-29-76

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

Cash	\$ 25,370.57	
Work Study Awards Available from Fed.Gov. 1975-76.	34,709.00	
Work Study Awards Capital 1975-76.		127,709.00
Work Study Awards Paid 1975-76	62,116.87	
E.O.G. Funds Receivable from Fed. Gov. 1975-76	22,513.00	
Initial Year E.O.G. Awards Capital 1975-76		27,970.00
Initial Year E.O.G. Awards Paid 1975-76.	27,807.55	
Renewal Year E.O.G. Awards Capital 1975-76		35,645.00
Renewal Year E.O.G. Awards Paid 1975-76.	33,021.18	
Basic E.O.G. Program Awards Receivable from Fed. Gov. 1975-76	96,362.00	
Basic E.O.G. Program Awards Capital 1975-76.		178,202.00
Basic E.O.G. Program Awards Paid 1975-76	112,077.10	
Inactive Federal Grants		44,451.27
	<u>\$413,977.27</u>	<u>\$413,977.27</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 2-29-76

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

ASSETS:

Cash in Bank	\$ 30,168.73
Petty Cash	300.00
Investments	15,125.00
Inventory 6-30-75	<u>39,014.03</u>
	<u>\$ 84,607.76</u>

LIABILITIES AND NET WORTH:

Fund Equity	\$ 73,282.18	
Net Profit	<u>11,325.58</u>	<u>\$ 84,607.76</u>

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

INCOME:

Textbook Sales	\$ 133,953.01	
Supplies Sales	15,765.24	
Misc. Sales	7,546.63	
Paperback Sales	1,796.37	
Used Book Sales	7,457.86	
Sales Tax Collected	7,745.84	
Investment Income	125.00	
Other Income	<u>77.01</u>	<u>\$ 174,466.96</u>

EXPENSES:

Textbook Purchases	\$ 117,576.91	
Supplies Purchases	12,557.52	
Misc. Purchases	5,005.12	
Paperback Purchased	1,713.67	
Used Books Purchased	6,097.00	
Sales Tax Paid	7,266.67	
Salaries & Wages	7,416.00	
Transportation Charges	3,114.85	
Supplies Expense	692.83	
Equipment	939.19	
Travel	305.42	
Telephone	94.29	
Dues	110.00	
Other Expense	275.82	
Over & Under	<u>(23.91)</u>	<u>\$ 163,141.38</u>

NET PROFIT ON A CASH BASIS without regard to inventory of Accounts Payable	<u>\$ 11,325.58</u>
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RESTRICTED PURPOSES FUND
STATEMENT OF INCOME & EXPENSE

February 29, 1976

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Comprehensive Fee Income	\$34,710.15
Athletic Income	58.00
Drama Income	1,802.90
Student Activity Income	3,242.35
Film Income	426.50
Cash Over & Under	(113.10)
Other Income - Student Activity Fund Only	<u>208.26</u>
 TOTAL INCOME	 40,335.06

	<u>BUDGET</u>	<u>EXPENSES</u>
Athletic Expense	\$16,735.00	\$10,490.06
Intramurals - Coed	2,000.00	201.79
Cheerleaders & Pom Pom Expense	1,200.00	1,026.87
Speech Activities/Reader's Theatre	3,800.00	2,326.62
Drama Expense	2,185.00	1,823.17
Music Expense	2,800.00	522.84
Student Activity Expense	20,400.00	14,987.39
Student Newspaper Expense	2,700.00	1,380.55
Student Magazine Expense	3,000.00	47.14
Associated Student Board	2,125.00	1,051.79
Musical	2,300.00	2,291.92
Women's Intercollegiate Act.	6,000.00	3,423.64
Contingencies/Non-Budgeted	<u>3,145.00</u>	<u>-----</u>
	\$68,410.00	\$39,573.78

TOTAL EXPENSE	<u>39,573.78</u>
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Excess of Revenue over Expenditures, as of February 29, 1976	<u>\$ 761.28</u>
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RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

February 29, 1976

<u>ASSETS</u>		<u>REVOLVING AGENCY FUND LIABILITIES</u>		<u>AMOUNT</u>
Cash In Bank	\$324,056.44	Student Tuition	\$428,625.00	
		Out-of-District Fees	61.35	
Petty Cash	980.00	Due Educational Fund	2,474.95	
		Due Building Fund	1,449.65	
Accts. Rec.	216,849.56	Due Student Loan Fund	469.29	
		Due Bookstore	1,231.94	
		Tuition Refunds	(11,680.50)	
				\$422,631.68

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	486.80	
Parking	10,173.64	
Recreation Room Fund	2,146.76	
Student Locker Fund	85.20	
Land Lab.	7,034.19	
Community Services	9,653.90	
Child Care Center	531.90	
EMTA Grant	(1,212.77)	
Photography Supplies	435.71	
LPN Supplies	219.73	
The Fantastics	351.68	
Title II Library	3,918.00	
HEW Nurses Grants	330.00	
Law Enforcement Grants	7,237.00	
Nursing Capitation	86.55	
Vets Cost of Instruction	15,948.00	
74-75 Disadvantaged Gt.	7,397.78	
75-76 Disadvantaged Gt.	20,680.00	
74-75 ICCB Public Service	1,455.11	
75-76 ICCB Public Service	5,350.00	
CETA Public Service	(639.30)	
Miscellaneous	1,018.54	
		92,688.42

FUND EQUITY

July 1, 1975	25,804.62	
Excess of Revenue over Expenditures, as of February 29, 1976	761.28	
		26,565.90

TOTAL ASSETS	<u>\$541,886.00</u>	TOTAL LIABILITIES & FUND EQUITY	<u>\$541,886.00</u>
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STUDENT ACTIVITY

February 29, 1976

Balance On Hand, January 31, 1976	\$307,367.44
February Receipts	<u>53,328.46</u>
	360,695.90
Disbursements for February 1976	<u>36,750.46</u>
	323,945.44
J.V. #59, Stop payment, Check #11717, L. Arbuckle	96.00
J.V. #61, Void, Check #11847, L. Crestwood	<u>15.00</u>
Balance, February 29, 1976	<u>\$324,056.44</u>

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
11857	Chuck Walrath-#254	Athletic Exp/Walrath, Transportation for wrestling meet, Waukegan, 1/28/76	39.00
11858	Servomation Corp.-#335	Community Services, Coffee, Personal Achievement Meeting	16.50
11859	Frank Palumbo-#251	Athletic Exp/Palumbo, Meals for basketball team, Clinton, 1/31/76	67.46
11860	John Windham-#266	Women's Intercollegiate Exp., Officiating basketball game, 1/30/76	15.00
11861	LaVonne Morgan-#266	Women's Intercollegiate Exp., Officiating basketball game, 1/30/76	15.00
11862	Claire Holmberg-#256	Cheerleading, Dinner for cheerleaders, Clinton, 1/31/76	24.50
11863	Renae Quick-#360	Miscellaneous, Check for change	625.00
11864	Willie Aldridge-#360	Miscellaneous, Check for change	9.21
11865	Four Seasons Motel-#257	Speech Activities, Lodging for College of DuPage Tournament, 1/22-1/24/76	131.63
11866	Becky Tornow-#257	Speech Activities, Travel expenses for College of DuPage Speech Tournament, 1/22-1/24/76	37.00
11867	Jerry Mathis-#257	Speech Activities, Travel & meals for College of DuPage Speech Tournament, 1/22-1/24/76	191.74
11868	Ramada Inn-#259	Music Expense, Refreshments for choir following Newman H.S. concert, 12/18/76	36.55
11869	Dan Mabee-#252	Athletic Exp/Mabee, Track meet transportation and meals, Augustana, 1/31/76	49.37
11870	Mel Murphy-#360	Miscellaneous, Kits for Personal Achievement class, checks from NWS&S and B. Tilley issued to SVC	120.00
11871	Statistics Charts Co.-#251	Athletic Exp/Palumbo, Two charts for basketball, @ \$2.50	5.00
11872	Jim Carnahan-#254	Wrestling Exp/Walrath, Officiating for wrestling meet, 2/4/76	55.00
11873	Cheerleader Supply Co., Inc.-#256	Cheerleading & Pom Pom, Sweaters, emblems and inserts for Pom Pom uniforms	586.03
11874	Collegiate Baseball-#253	Athletic Exp/Hartje, Subscription	6.00

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
11875	Joseph R. Vancisin, NABC-#251 Athletic Exp/Palumbo, Renewal of membership in NABC, Natl. Assn. of Basketball Coaches		15.00
11876	Feico Manufacturing, Inc.-#252 Athletic Exp/Mabee, Track meet awards for SVC Invitational		23.09
11877	Frank Cesarek-#251 Athletic Exp/Palumbo, Officiating for basketball game, Spoon River, 2/7/76		25.00
11878	Gary Schriener-#251 Athletic Exp/Palumbo, Officiating for basketball game, Spoon River, 2/7/76		25.00
11879	Frank Cesarek-#251 Athletic Exp/Palumbo, Officiating for basketball game, Illinois Central, 2/9/76		25.00
11880	Herb McDonnell-#251 Athletic Exp/Palumbo, Officiating for basketball game, Illinois Central, 2/9/76		25.00
11881	Kenneth Harms-#103 Accts. Receivable, Foundation Grant, Spring		150.00
11882	Mary Rose Osborne-#320 Tuition Refund, Dropped 2 sem. hrs. Spring		30.00
11883	Vickie Yingling-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		27.00
11884	Aldine Von Holten-#320 Tuition Refund, Dropped 2 sem. hrs. Spring		18.00
11885	Sharon U. Thompson-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		18.00
11886	Robert L. Murphy-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		45.00
11887	Doug Miller-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		18.00
11888	Leann Taylor-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		36.00
11889	Tri-County Press-#262 Student Newspaper, Sauk Talk papers		58.50
11890	Sterling Camera Center-#262 Student Newspaper, Supplies		130.31
11891	J. W. Pepper of Detroit, Inc.-#353A ICCB Public Services, Forty-five copies American Flag for Community Chorus		96.23
11892	Amy M. Devine-#103 Accts. Receivable, ISSC Grant, Spring		180.00
11893	Joleen Eberhardt-#103 Accts. Receivable, ISSC Grant, Spring		180.00
11894	Uniforms to You and Co.-#341 LPN Supplies, Nursing student uniforms		815.00
11895	SVC Student Loan Fund-#318 Due Student Loan \$227.00, Loans paid during January 1976, #103 Accts. Receivable \$90.00, Foundation, Fall, K. Buss		317.00
11896	SVC Bookstore-#257 Speech Activities \$0.65, #258 Drama Exp. \$19.86, #352A Disadvantaged Grant \$41.79, #353A ICCB Public Service \$58.90, Purchases in Bookstore in January 1976		121.20
11897	SVC Educational Fund-#353A Public Services \$14.22, Storeroom for January 1976, #257 Speech Activities \$7.80, #263 Dialectic \$16.52, #264 A.S.B. \$0.06, #352A Disadvantaged Grant \$7.36, #353A Public Services \$2.75, Xerox for January 1976		48.71
11898	Frank Palumbo-#251 Athletic Exp/Palumbo, Scorer and timer for three home basketball games @ \$5.00		30.00
11899	SVC Educational Fund-#315 Due Educational Fund, Trial Balance, January 31, 1976		2,080.14
11900	SVC Building Fund-#316 Due Building Fund, Trial Balance, January 31, 1976		1,010.00
11901	SVC Bookstore-#319 Due Bookstore, Trial Balance, January 31, 1976		1,669.67
11902	SVC Educational Fund-#302 Out-of-District Fees, Trial Balance, January 31, 1976		16,493.60
11903	SVC Educational Fund-#360 Miscellaneous, Transfer of funds on book balance to the Educ. Fund, Library Books		48.53
11904	Pat McBride-#266 Women's Intercollegiate, Officiating for basketball game, 2/5/76		20.00
11905	Tom Zinanni-#266 Women's Intercollegiate, Officiating for basketball game, 2/5/76		15.00

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
11906	George Berg-#103 Accts. Receivable, Vets Rehab, Spring		45.00
11907	Conrad Publishing Co.-#251 Athletic Exp/Palumbo, Tennis books		16.85
11908	Pat McBride-#266 Women's Intercollegiate, Officiating for basketball game, 2/7/76		15.00
11909	Stewart Beverage Co.-#266 Women's Intercollegiate, Refreshments after basketball game		21.00
11910	LaVonne Morgan-#266 Women's Intercollegiate, Officiating and score-keeper, basketball game, 2/7/76		10.00
11911	Carol Treadway-#266 Women's Intercollegiate, Officiating at basketball game, 1/28 and 2/7/76		30.00
11912	Rockford School of Medicine-#360 Miscellaneous, GSV 074 Activity Orientation, Administrative service and mailer production		160.65
11913	University of Illinois-#360 Miscellaneous, Administration of GSV 074 Activity Orientation course		128.15
11914	Servomation-#360 Miscellaneous, Luncheons and dinners for GSV 074		666.00
11915	Gigi M. Loftus-#320 Tuition Refund, Dropped 6 sem. hrs. Spring		36.00
11916	David R. Jacobs-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		45.00
11917	Sandra H. Jakobs-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		18.00
11918	Mary Sue Krick-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		9.00
11919	VOID		
11920	James Lillyman-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		27.00
11921	Vicki J. McConnell-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		18.00
11922	Terence Nehring-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		9.00
11923	Gloria A. Perino-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		18.00
11924	Christine A. Pitzer-#320 Tuition Refund, Dropped 1 sem. hr. Spring		3.00
11925	David Hooks-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		18.00
11926	Nancy J. Lillyman-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		1.80
11927	David L. Gould-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		9.00
11928	Margo L. Guderson-#320 Tuition Refund, Dropped 2 sem. hrs. Spring		6.00
11929	Charles Barton-#103 Accts. Receivable, Military Grant, Spring		15.00
11930	Everett Hannon-#260 Student Activities, Lee County Deputy Sheriff hired by Dean of Student Services for duty at Benefit Concert, 2/1/76		25.00
11931	Kenneth Barnhart-#260 Student Activities, Lee County Deputy Sheriff hired by Dean of Student Services for duty at Benefit Concert, 2/1/76		25.00
11932	Gail Naftzger-#103 Accts. Receivable, ISSC Grant, Spring		90.00
11933	SVC Educational Fund-#260 Student Activities \$14.30, #258 Drama Exp. \$17.55, #353A Public Services \$28.70, Workroom supplies and services, January 1976		60.55
11934	Teri A. Woodard-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		9.00
11935	Patricia Johnson-#320 Tuition Refund, Dropped 15 sem. hrs. Spring		180.00
11936	Dean Zinanni-#320 Tuition Refund, Dropped 1 sem. hr. Spring		15.00
11937	Thomas E. McBride-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		9.00
11938	Robert L. Murphy-#320 Tuition Refund, Dropped 6 sem. hrs. Spring		18.00
11939	SVC Payroll Fund-#330 Child Care Operations \$542.06, #354 CETA Public Services \$603.40, Payroll for 2/15/76		1,145.46
11940	Stanley Venhuizen-#320 Tuition Refund, Course cancelled, Spring		15.00
11941	Connie Thielen-#320 Tuition Refund, Course cancelled, Spring		15.00
11942	Viola Paulsen-#320 Tuition Refund, Course cancelled, Spring		1.00
11943	Sharon Douthett-#320 Tuition Refund, Course cancelled, Spring		15.00
11944	John Brooks-#320 Tuition Refund, Course cancelled, Spring		15.00
11945	Stephen Kamykowski-#335 Community Services, Course cancelled		15.00

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
11946	Adrienne Matter-#320 Tuition Refund, Course cancelled, Spring		1.00
11947	Sylvia Bartlett-#320 Tuition Refund, Course cancelled, Spring		15.00
11948	Caryn Lessner-#320 Tuition Refund, Course cancelled, Spring		15.00
11949	Joan Floto-#320 Tuition Refund, Course cancelled, Spring		15.00
11950	Cynthia D'Andre-#320 Tuition Refund, Course cancelled, Spring		1.00
11951	Nualla Shahangian-#103 Accts. Receivable, ISSC Grant, Spring		1.00
11952	Frank Duis-#252 Athletic Exp/Mabee, Officiating for track meet at Westwood, 2/11/76		10.00
11953	Joe Twyman-#252 Athletic Exp/Mabee, Officiating for track meet at Westwood, 2/11/76		10.00
11954	Dick Siebs-#252 Athletic Exp/Mabee, Officiating for track meet at Westwood, 2/11/76		10.00
11955	Claire Holmberg-#266 Women's Intercollegiate, Meals after basketball game, with Highland, 2/10/76		24.33
11956	Ruth E. Klingenberg-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		9.00
11957	Society of Physics Students-#264 A.S.B., Speaker, Dave Schramm for Physics lecture on 2/19/76, also supplies		89.00
11958	Bernice Underhile-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		.60
11959	Kathy Ringler-#320 Tuition Refund, Dropped 1 sem. hr. Spring		3.00
11960	Passon's Sport Center, Inc.-#360 Miscellaneous, Order by F. Palumbo paid on 2/13/76		36.00
11961	Frank Palumbo-#251 Athletic Exp/Palumbo, Letter sewing on jackets		6.00
11962	Claire Holmberg-#266 Womens' Intercollegiate, Meals for basketball team, Kewanee, 2/12/76		20.11
11963	Dr. Sunshine's Puppet Theatre-#353A Public Service, Puppet show at Sauk Area Arts Festival		270.00
11964	LaVerne Arbuckle-#320 Tuition Refund, Drops of 23 hrs. Spring for David Arbuckle and Steven Arbuckle		285.00
11965	Brenda McClellan-#320 Tuition Refund, Course cancelled, Spring		15.00
11966	Helen Westlake-#336 Child Care Center, Consulting and evaluation fees of the Child Care Center, 2/11/76		114.00
11967	KAL Lines-#251 Athletic Exp/Palumbo \$344.50, #254 Wrestling/Walrath \$510.00, #266 Women's Intercollegiate \$87.50, Transportation for boys and girls basketball, and wrestling teams		942.00
11968	Claire Holmberg-#266 Women's Intercollegiate, Meals for basketball team, DuPage, 2/13/76		26.93
11969	Chuck Walrath-#254 Wrestling/Walrath, Expenses for wrestling tournament, Sugar Grove, 2/13-2/14/76		162.38
11970	Curtis 1000, Inc.-#331 Parking, Citation envelopes		222.34
11971	American College Testing Program-#360 Miscellaneous, ACT Testing, V. Wiggins, and N. Puentes		14.00
11972	Dan Mabee-#252 Athletic Exp/Mabee, Transportation and meals for track meet, Moline, IL, 2/18/76		51.39
11973	Parkland Community College-#266 Women's Intercollegiate, Registration fee for sectionals, 2/21/76		40.00
11974	Richard Hazelwood-#103 Accts. Receivable, Foundation Grant, Spring		75.00
11975	Gail McCallister-#103 Accts. Receivable, Foundation Grant, Spring		195.00
11976	Sherri Hammelman-#103 Accts. Receivable, Foundation Grant, Spring		180.00
11977	Jeffrey A. Curtis-#360 Miscellaneous, Check for change		223.50
11978	Frank Palumbo-#251 Athletic Exp/Palumbo, Meals, gum for Freeport basketball game, 2/19/76		54.00
11979	The Daily Gazette-#262 Student Newspaper, Sauk Talk Composition		75.00
11980	Owens Sport Shop-#251 Athletic Exp/Palumbo, Jackets for tennis		71.90

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
11981	Gary Carter-#103 Accts. Receivable, ISSC Grant, Spring		270.00
11982	Claire Holmberg-#256 Cheerleading, Meals for cheerleaders, Highland, 2/19/76 \$16.01, #266 Women's Intercollegiate, NJCAA Sectional, Champaign, IL. 2/21-2/22/76 \$219.93		235.94
11983	Learning Resource Center, Inc.-#336 Child Care Center, Toys		18.60
11984	CRC Press, Inc.-#360 Miscellaneous, Handbooks for chemistry and physics, money deposited by students		156.75
11985	Dan Mabee-#252 Athletic Exp/Mabee, State Meet at University of Illinois, 2/20-2/21/76		166.80
11986	Patrick Fane-#360 Miscellaneous, Check for change		365.50
11987	Tri-County Press-#262 Student Newspaper, Sauk talk papers		75.00
11988	Frank Palumbo-#251 Athletic Exp/Palumbo, Meals for Sectional at Oglesby, 2/23/76		55.00
11989	Claire Holmberg-#102 Petty Cash, issued for Women's Intercollegiate Basketball Tournament expenses		400.00
11990	Claire Holmberg-#256 Cheerleading, Meals for cheerleaders, IVCC, 2/23/76		10.10
11991	Danville Junior College-#266 Women's Intercollegiate, Registration fee for ICCIAW State Basketball Meet		75.00
11992	Childcraft Educational Corp.-#336 Child Care Center, Toys		369.52
11993	SVC Payroll Fund-#330 Child Care \$473.06, #352A Disadvantaged Gt. \$113.95, #353A Public Services \$300.00, #354 CETA \$525.00, Payroll for 2/29/76		1,412.01
11994	Illinois Bell Telephone Co.-#352A Disadvantaged Grant, Advance payment and installation charges for telephone at SVC Mexican American Outreach Center		90.00
11995	Frank Palumbo-#251 Athletic Exp/Palumbo, Meals, Oglesby, 2/24/76		8.00
11996	Jerry Mathis-#257 Speech Activities, Highland Speech Tournament, Freeport, IL, 2/6-2/7/76		200.40
11997	Rene Morris-#257 Speech Activities, Highland Speech Tournament, Freeport, IL, 2/6-2/7/76		15.30
11998	Owens Sport Shop-#266 Women's Intercollegiate, Tape		26.50
11999	Gary W. Larson-#360 Miscellaneous, Check for change		1.00
12000	Chieu Ngoc Vo-#103 Accts. Receivable, BOG, Spring		45.00
12001	Thanh Nguyen-#103 Accts. Receivable, BOG, Spring		45.00
12002	Illinois State Scholarship Commission-#103 Accts. Receivable, Full time award given to B. Kibodeaux, refund of partial award		60.00
12003	Swank Motion Pictures-#260 Student Activities, Film "One Week", shown on 10/18/76		15.25
12004	Catherine Weingarten-#103 Accts. Receivable, Foundation Grant, Spring		270.00
12005	Pam McCallister-#360 Miscellaneous, Check for change		100.00
12006	Owens Sport Shop-#254 Wrestling/Walrath, Two letter jackets, plaques, trophy and engraving		96.11
12007	Susan Love-#320 Tuition Refund, Course cancelled, Spring		15.00
12008	Sauk Valley College-#337 EMTA Grant, charges for Robert J. Brady Co. Inv. #39010, texts and postage		66.77

SAUK VALLEY COLLEGE

APPROVED BY

Ronald F. Cople

PRESIDENT

Arman Gubragp

SECRETARY

DATE _____

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	63756.94	63756.94	53248.18	9208.76	115235.00	51478.06	51478.06
DIV OF BUS CONTR SERV	3091.89	3091.89	2774.64	317.25	2415.00	676.89 CR	676.89 CR
DIV OF BUS SUPPLIES	4099.90	4099.90	3705.95	393.95	6300.00	2200.10	2200.10
DIV OF BUS CONF & MEETINGS	1259.84	1259.84	1219.95	39.89	1680.00	420.16	420.16
FOOD SERVICES CONTR SERV	.00	.00	.00	.00	210.00	210.00	210.00
FOOD SERV SUPPLIES	730.70	730.70	701.62	29.08	945.00	214.30	214.30
FOOD SERV CONF & MEETINGS	55.20	55.20	55.20	.00	210.00	154.80	154.80
DIV OF AGRIC SALARIES	9208.29	9208.29	7791.63	1416.66	17000.00	7791.71	7791.71
DIV OF AGRIC CONTR SERV	.00	.00	.00	.00	210.00	210.00	210.00
DIV OF AGRIC SUPPLIES	1140.67	1140.67	936.28	204.39	2365.00	1224.33	1224.33
DIV OF AGRIC CONF & MEETINGS	208.94	208.94	162.20	46.74	735.00	526.06	526.06
DIV OF INDUS EDUC SALARIES	50817.52	50817.52	42999.44	7818.08	80225.00	29407.48	29407.48
DIV OF INDUS EDUC CONTR SERV	2093.78	2093.78	2093.78	.00	630.00	1463.78 CR	1463.78 CR
DIV OF INDUS EDUC SUPPLIES	9667.43	9667.43	8828.12	839.31	11605.00	1937.57	1937.57
DIV OF INDUS EDUC CONF & MEETINGS	468.38	468.38	192.38	276.00	525.00	56.62	56.62
COSMETOLOGY	31004.98	31004.98	22966.69	8038.29	26510.00	4494.98 CR	4494.98 CR
HUMAN SERVICES SALARIES	7271.94	7271.94	6153.18	1118.76	13425.00	6153.06	6153.06
HUMAN SERV CONTR SERV	50.00	50.00	50.00	.00	105.00	55.00	55.00
HUMAN SERV SUPPLIES	647.94	647.94	605.01	42.93	1050.00	402.06	402.06
HUMAN SERV CONF & MEETINGS	366.47	366.47	366.47	.00	525.00	158.53	158.53
DIV OF SOC SCI SALARIES	61862.97	61862.97	52345.59	9517.38	109425.00	47562.03	47562.03
DIV OF SOC SCI OFC SALARIES	3591.00	3591.00	3141.00	450.00	6307.00	2716.00	2716.00
DIV OF SOC SCI CONTR SERV	.00	.00	.00	.00	120.00	120.00	120.00
DIV OF SOC SCI SUPPLIES	1416.09	1416.09	1270.20	145.89	2732.00	1315.91	1315.91
DIV OF SOC SCI CONF & MEETINGS	246.32	246.32	182.52	63.80	963.00	716.68	716.68
LAW ENF ADMIN SALARIES	1050.00	1050.00	700.00	350.00	1400.00	350.00	350.00
LAW ENF & FIRE SCI SALARIES	16836.82	16836.82	14246.54	2590.28	26900.00	10063.18	10063.18
LAW ENF & FIRE SCI CONTR SERV	35.00	35.00	35.00	.00	265.00	230.00	230.00
LAW ENF & FIRE SCI SUPPLIES	3581.54	3581.54	3411.45	170.09	4075.00	493.46	493.46
LAW ENF & FIRE SCI CONF & MEETINGS	414.25	414.25	414.25	.00	735.00	320.75	320.75
LIBRARY TECH SUPPLIES	182.92	182.92	182.92	.00	400.00	217.08	217.08
DIV OF HUMANITIES SALARIES	138940.09	138940.09	116906.23	22033.86	222963.00	84022.91	84022.91
DIV OF HUMAN OFC SALARIES	4149.36	4149.36	3565.60	583.76	7005.00	2855.64	2855.64
DIV OF HUMAN SUPPLIES	1092.53	1092.53	997.25	95.28	2500.00	1407.47	1407.47
DIV OF HUMAN CONF & MEETINGS	999.62	999.62	694.51	305.11	962.00	3767 CR	3762 CR
ART DEPT CONTR SERV	16.00	16.00	16.00	.00	300.00	284.00	284.00
ART DEPT SUPPLIES	249.66	249.66	132.03	117.63	1600.00	1350.34	1350.34
ART DEPT CONF & MEETINGS	11.10	11.10	11.10	.00	121.00	109.90	109.90

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpanded	Unencumbered
MUSIC DEPT CONTR SERV	158.50	158.50	90.00	68.50	700.00	541.50	541.50
MUSIC DEPT SUPPLIES	1,391.52	1,391.52	1,426.39	34.87 CR	1,582.00	190.48	190.48
MUSIC DEPT CONF & MEETINGS	240.49	240.49	240.49	.00	242.00	1.51	1.51
DIV OF MATH SCI SALARIES	82,012.84	82,012.84	69,395.48	12,617.36	130,050.00	48,037.16	48,037.16
DIV OF MATH SCI CONTR SERV	.00	.00	.00	.00	700.00	700.00	700.00
DIV OF MATH SCI SUPPLIES	7,339.10	7,339.10	7,142.67	196.43	8,395.00	1,055.90	1,055.90
DIV OF MATH SCI CONF & MEETINGS	.00	.00	.00	.00	962.00	962.00	962.00
DIV OF HEALTH SCI SALARIES	114,614.64	114,614.64	98,502.00	16,112.64	174,630.00	60,065.36	60,065.36
DIV OF HEALTH SCI OFC SALARIES	4,322.25	4,322.25	3,813.75	508.50 CR	6,102.00	1,779.75	1,779.75
DIV OF HEALTH SCI CONTR SERV	72.49	72.49	72.49	.00	920.00	847.51	847.51
DIV OF HEALTH SCI SUPPLIES	4,732.56	4,732.56	3,413.92	1,318.64	6,690.00	1,957.44	1,957.44
DIV OF HEALTH SCI CONF & MEETINGS	1,454.78	1,454.78	1,281.13	173.65	3,075.00	1,620.22	1,620.22
DIV OF PHYS EDUC SALARIES	27,503.19	27,503.19	23,271.93	4,231.26	50,775.00	23,271.81	23,271.81
DIV OF PHYS EDUC SUPPLIES	1,543.47	1,543.47	1,185.33	358.09	2,455.00	911.53	911.53
DIV OF PHYS EDUC CONF & MEETINGS	183.90	183.90	50.10	133.80	352.00	168.10	168.10
INSTR ADMIN SALARIES	34,354.28	34,354.28	30,312.60	4,041.68	48,500.00	14,145.72	14,145.72
PART TIME OVERLOAD SALARIES	94,068.47	94,068.47	49,954.97	44,113.50	100,000.00	5,931.53	5,931.53
SUMMER SESSION SALARIES	99,756.50	99,756.50	99,756.50	.00	100,000.00	243.50	243.50
INSTR ADMIN SECR SALARIES	20,124.60	20,124.60	17,757.00	2,367.60	28,411.00	8,286.40	8,286.40
WORKROOM CONTR SERV	149.05	149.05	149.05	.00	1,100.00	950.95	950.95
INSTR UNALLOCATED CONTR SERV	281.50	281.50	267.00	14.50	1,925.00	1,643.50	1,643.50
FACULTY IN SERVICE TRAINING	2,323.45	2,323.45	2,313.00	10.45	2,000.00	2,676.55	2,676.55
WORKROOM SUPPLIES	601.77	601.77	522.93	78.84	1,000.00	398.23	398.23
FACULTY OFFICE SUPPLIES	335.51	335.51	329.90	5.61	800.00	464.49	464.49
INSTITUTIONAL COMMITTEES SUPPLIES	182.90	182.90	90.49	92.41	250.00	67.10	67.10
TUITION REIMBURSEMENT	2,696.00	2,696.00	2,642.00	54.00	2,000.00	2,304.00	2,304.00
ARTS & SCI FED WORK STUDY	9,971.00	9,971.00	8,212.65	1,758.35	15,910.00	5,939.00	5,939.00
ARTS & SCI STATE WORK STUDY	659.40	659.40	544.45	114.95		659.40 CR	659.40 CR
STUDENT TUTORS	1,480.50	1,480.50	1,359.00	121.50	2,500.00	1,019.50	1,019.50
ARTS & SCI CONTR SERV	.00	.00	.00	.00	50.00	50.00	50.00
ARTS & SCI OFC SUPPLIES	523.53	523.53	461.87	61.71	1,300.00	776.42	776.42
ARTS & SCI CONF & MEETINGS	269.65	269.65	174.51	95.14	800.00	530.35	530.35
CAREER EDUC FED WORK STUDY	6,278.45	6,278.45	5,315.95	962.50	9,576.00	3,297.55	3,297.55
CAREER EDUC STATE WORK STUDY	765.60	765.60	682.00	83.60		765.60 CR	765.60 CR
CAREER EDUC STUDENT EMP	2,155.34	2,155.34	1,936.44	218.90	2,000.00	2,844.66	2,844.66
CAREER EDUC CONTR SERV	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
CAREER EDUC SUPPLIES	1,026.63	1,026.63	884.63	142.00	1,315.00	238.37	238.37

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CAREER EDUC CONF & MEETINGS	1,479.35	1,479.35	1,270.94	208.41	1,575.00	95.65	95.65
COMMUNITY EDUC ADMIN SALARIES	14,053.39	14,053.39	12,400.05	1,653.34	14,840.00	5,786.61	5,786.61
COMM EDUC INSTR SALARIES	24,747.96	24,747.96	25,247.96	3,800.00	55,000.00	25,252.04	25,252.04
COMM ED COORDINATORS	1,450.00	1,450.00	1,450.00	.00	3,500.00	2,050.00	2,050.00
COMM ED SECR SALARIES	6,120.00	6,120.00	5,400.00	720.00	6,640.00	2,520.00	2,520.00
COMM EDUC CONTR SERV	114.50	114.50	39.50	75.00	1,000.00	885.50	885.50
COMM EDUC SUPPLIES	1,235.63	1,235.63	1,046.57	189.06	2,500.00	1,264.37	1,264.37
COMM EDUC CONF & MEETINGS	700.92	700.92	694.32	6.60	1,500.00	799.08	799.08
DEV PROGRAM CONTR SERV	90.85	90.85	40.90	49.95	120.00	29.15	29.15
DEV PROGRAM SUPPLIES	2,418.22	2,418.22	2,080.29	337.93	6,515.00	4,096.78	4,096.78
DEV PROGRAM CONF & MEETINGS	372.40	372.40	372.40	.00	363.00	9.40 CR	9.40 CR
LEARNING RES PROF SALARIES	34,883.09	34,883.09	30,488.51	4,394.58	52,735.00	17,851.91	17,851.91
LEARNING RES SECR SALARIES	13,927.73	13,927.73	12,244.75	1,682.98	20,196.00	6,268.27	6,268.27
LEARNING RES FED WORK STUDY	6,687.65	6,687.65	5,746.05	941.60	8,650.00	1,962.35	1,962.35
LEARNING RES STATE WORK STUDY	452.15	452.15	302.00	150.15		452.15 CR	452.15 CR
LEARNING RES CONTR SERV	1,274.97	1,274.97	1,100.75	174.22	1,900.00	625.03	625.03
LEARNING RES SUPPLIES	5,176.71	5,176.71	4,989.26	187.45	7,300.00	2,123.29	2,123.29
A V SUPPLIES	4,780.60	4,780.60	4,742.20	38.40	6,300.00	1,519.40	1,519.40
XEROX SUPPLIES	1,174.06	1,174.06	617.64	561.42 CR	2,000.00	3,174.06	3,174.06
LIBRARY BOOKS	22,237.32	22,237.32	19,332.90	2,904.42	30,000.00	7,762.68	7,762.68
LEARNING RES CONF & MEETINGS	325.58	325.58	313.58	12.00	413.00	87.42	87.42
ADM & RECORDS PROF SALARIES	24,933.39	24,933.39	22,000.05	2,933.34	35,200.00	10,266.61	10,266.61
ADM & RECORDS SECR SALARIES	18,911.63	18,911.63	16,374.60	2,537.03	25,409.00	6,497.32	6,497.32
ADM & RECORDS FED WORK STUDY	2,682.25	2,682.25	2,447.40	234.85	3,435.00	752.75	752.75
REG OFC STATE WORK STUDY	25.30	25.30	25.30	.00		25.30 CR	25.30 CR
ADM & RECORDS CONTR SERV		.00	.00	.00	175.00	175.00	175.00
REG OFC SUPPLIES	2,533.01	2,533.01	2,241.71	291.30	2,600.00	66.99	66.99
ADM & RECORDS CONF & MEETINGS		.00	.00	.00	500.00	500.00	500.00
COUNSELING SALARIES	5,4514.45	5,4514.45	44,292.79	5,221.66	86,540.00	32,025.55	32,025.55
COUNSELING SECR SALARIES	4,341.29	4,341.29	3,830.55	510.74	6,129.00	1,787.71	1,787.71
HEALTH SERVICES SUPPLIES		.00	.00	.00	300.00	300.00	300.00
FIN AIDS PROF SALARIES	13,635.36	13,635.36	12,031.20	1,604.16	14,250.00	5,614.64	5,614.64
FIN AIDS SECR SALARIES	4,131.00	4,131.00	3,645.00	486.00	5,832.00	1,701.00	1,701.00
STUDENT SERV ADMIN SALARIES	16,858.39	16,858.39	14,875.05	1,983.34	23,800.00	6,941.61	6,941.61
STUDENT SERV SECR SALARIES	5,068.04	5,068.04	4,471.80	596.24	7,155.00	2,086.96	2,086.96
STUDENT SERV FED WORK STUDY	15,326.89	15,326.89	12,808.84	2,518.05	25,610.00	10,283.11	10,283.11
STUDENT SERV STATE WORK STUDY	3,988.90	3,988.90	3,657.80	331.10		3,988.90 CR	3,988.90 CR

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
OTHER SALARIES-COACHING ETC	4,100.00	4,100.00	2,100.00	2,000.00	5,900.00	1,800.00	1,800.00
STUDENT SERV CONTR SERV		.00		.00	225.00	225.00	225.00
STUDENT SERV SUPPLIES	6,236.94	6,236.94	5,056.77	1,180.17	7,200.00	963.06	963.06
STUDENT RECRUITMENT	484.56	484.56	484.56	.00	2,150.00	1,665.44	1,665.44
COMMENCEMENT	417.44	417.44	341.36	76.08	4,000.00	3,582.56	3,582.56
STUDENT SERV CONF & MEETINGS	2,074.02	2,074.02	2,041.49	32.53	3,500.00	1,425.98	1,425.98
VETERANS GRANT SALARIES	7,791.61	7,791.61	6,874.95	916.66	11,000.00	3,205.39	3,205.39
VETERANS GRANT SECR SALARIES	883.32	883.32	441.66	441.66	1,700.00	816.68	816.68
VETERANS GRANT SUPPLIES	1416.59	1416.59	1,341.79	74.80	1,750.00	333.41	333.41
VETERANS GRANT CONF & MEETINGS	356.99	356.99	315.29	41.70	1,000.00	643.01	643.01
VETERANS GRANT EQUIPMENT	204.18	204.18	204.18	.00	498.00	293.82	293.82
PUB SERV SALARIES		.00		.00	3,500.00	3,500.00	3,500.00
PUB SERV CONTR SERV		.00		.00	500.00	500.00	500.00
PUB SERV SUPPLIES		.00		.00	500.00	500.00	500.00
SERVICE STAFF SALARIES	174,198.15	174,198.15	154,001.27	20,196.83	262,120.00	87,921.85	87,921.85
MAINT FED WORK STUDY	24,239.70	24,239.70	21,427.80	2,811.90	48,923.00	24,683.30	24,683.30
MAINT FED WORK STUDY MATRONS	7,132.46	7,132.46	6,417.04	715.42		7,132.46 CR	7,132.46 CR
MAINT STATE WORK STUDY BOYS	2,884.36	2,884.36	2,767.36	117.00		2,884.36 CR	2,884.36 CR
MAINT STATE WORK STUDY MATRONS	1,724.95	1,724.95	1,699.10	25.85		1,724.95 CR	1,724.95 CR
GAS	47,013.35	47,013.35	39,405.14	7,608.21	86,175.00	19,161.65	19,161.65
ELECTRICITY	61,470.22	61,470.22	61,460.97	9.25	106,320.00	46,849.78	46,849.78
TELEPHONE	13,726.23	13,726.23	11,813.38	1,907.85	21,500.00	7,773.77	7,773.77
PRESIDENTS SALARY	23,375.00	23,375.00	20,625.00	2,750.00	33,000.00	9,625.00	9,625.00
PRES SECR SALARY	5,971.60	5,971.60	5,213.26	758.34	9,100.00	3,128.40	3,128.40
PRES OFC FED WORK STUDY	1,417.60	1,417.60	1,120.60	297.00	1,730.00	312.40	312.40
PRES OFC STATE WORK STUDY	494.00	494.00	494.00	.00		494.00 CR	494.00 CR
PRES OFC CONTR SERV		.00		.00	100.00	100.00	100.00
PRES OFC SUPPLIES	2,129.09	2,129.09	1,930.79	198.30	2,000.00	1,290.99 CR	1,290.99 CR
PRES OFC CONF & MEETINGS	1,443.94	1,443.94	1,348.35	95.59	4,000.00	2,556.06	2,556.06
SPECIAL AFFAIRS	307.93	307.93	307.93	.00	1,500.00	1,192.02	1,192.02
BUS OFC ADMIN SALARIES	21,250.00	21,250.00	18,750.00	2,500.00	30,000.00	8,750.00	8,750.00
BUS OFC PROF SALARIES	13,812.50	13,812.50	12,187.50	1,625.00	19,500.00	5,687.50	5,687.50
BUS OFC SECR SALARIES	25,892.17	25,892.17	22,716.39	3,175.78	45,725.00	19,832.83	19,832.83
BUS OFC FED WORK STUDY	4,103.05	4,103.05	3,625.10	477.95	7,293.00	3,189.95	3,189.95
BUS OFC STATE WORK STUDY	294.00	294.00	294.00	.00		294.00 CR	294.00 CR
BUS OFC CONTR SERV	1,458.80	1,458.80	1,458.80	.00	1,550.00	391.20	391.20
BUS OFC SUPPLIES	708.45	708.45 CR	480.23	1,188.68 CR	7,000.00	7,708.45	7,708.45

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
BUS OFC CONF & MEETINGS	990.37	990.37	844.37	146.00	1,975.00	984.63	984.63
PUB RELA SALARIES	13,316.61	13,316.61	11,749.95	1,566.66	18,800.00	5,483.39	5,483.39
PUB RELA SECR SALARIES	1,419.95	1,419.95	1,109.65	310.30	6,250.00	4,830.05	4,830.05
PUB RELA SUPPLIES	16,324.59	16,324.59	15,278.00	1,046.59	42,000.00	25,675.41	25,675.41
PUB RELA CONF & MEETINGS	80.60	80.60	70.10	10.50	750.00	669.40	669.40
AUDITING & LEGAL	8,593.06	8,593.06	8,131.07	461.99	13,000.00	4,406.94	4,406.94
ELECTIONS & OTHER	83.87	83.87	79.96	3.91	2,500.00	2,416.13	2,416.13
BOARD CONF & MEETINGS	1,510.00	1,510.00	1,423.51	86.49	950.00	560.00 CR	560.00 CR
INSTITUTIONAL SECR SALARIES	4,099.22	4,099.22	3,584.33	514.84	6,250.00	2,150.78	2,150.78
GROUP MEDICAL & LIFE INS	19,644.34	19,644.34	18,402.95	1,241.39	25,750.00	6,105.66	6,105.66
INSTITUTIONAL UNALLOCATED CONTR	1,042.92	1,042.92	1,008.22	34.70	1,675.00	632.08	632.08
FACULTY ASSN SUPPLIES	71.46	71.46	61.62	9.84	200.00	128.54	128.54
POSTAGE	11,464.76	11,464.76	10,550.46	914.30	20,800.00	9,335.24	9,335.24
PUBLICATIONS & DUES	3,955.47	3,955.47	3,955.47	.00	6,200.00	2,244.53	2,244.53
ADVERTISING	155.82	155.82	130.30	25.52	500.00	344.13	344.13
RECRUITMENT		.00		.00	2,000.00	2,000.00	2,000.00
GENERAL INSURANCE	18,116.79	18,116.79	18,120.34	3.55 CR	21,140.00	3,023.21	3,023.21
CAPITAL OUTLAY	63,727.46	63,727.46	63,280.69	446.77	90,137.00	26,409.54	26,409.54
TUITION CHARGE BACK	10,949.56	10,949.56	9,755.22	1,194.34	12,500.00	1,550.44	1,550.44
INSTITUTIONAL RESEARCH SUPPLIES	52.63	52.63	43.83	8.75	1,000.00	947.37	947.37
INST RESEARCH CONF & MEETINGS		.00		.00	500.00	500.00	500.00
DATA PROC PROF SALARIES	32,512.50	32,512.50	28,687.50	3,825.00	45,900.00	13,387.50	13,387.50
DATA PROC NON ACDEM SALARIES	4,254.93	4,254.93	3,754.35	500.58	6,007.00	1,752.07	1,752.07
DATA PROC FED WORK STUDY	2,342.05	2,342.05	2,080.25	261.80	3,860.00	1,517.95	1,517.95
DATA PROC CONTR SERV	2,250.00	2,250.00	2,145.00	105.00	2,382.00	132.00	132.00
DATA PROC SUPPLIES	3,190.69	3,190.69	3,162.97	27.72	3,500.00	309.31	309.31
DATA PROC CONF & MEETINGS	376.72	376.72	301.87	74.85	600.00	223.23	223.23
DATA PROC EQUIP RENTAL	33,460.20	33,460.20	30,306.00	3,154.20	41,187.00	7,726.80	7,726.80
CONTINGENCIES		.00		.00	687.00	687.00	687.00
	1,969,077.32	1,969,077.32	1,711,217.15	257,860.67	12,952,036.00	982,953.13	982,953.13 T

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MAINT SUPPLIES	19140.48	19140.48	13071.82	5168.66	51500.00	32359.52	32359.52
MAINT CONF & MEETINGS	144.73	144.73	125.83	18.90	1000.00	855.27	855.27
SERVICE EQUIPMENT	1600.47	1600.47	1108.22	492.25	8400.00	6799.53	6799.53
MAINT CONTR SERV	15140.24	15140.24	12407.31	2732.93	42027.00	26886.76	26886.76
GROUP MEDICAL & LIFE INS	4865.29	4865.29	4557.94	307.35	5000.00	134.71	134.71
RENTAL	144.00	144.00	120.00	24.00	1500.00	1356.00	1356.00
CONTINGENCIES		.00		.00	15000.00	15000.00	15000.00

41035.21 T	41035.21 T	32291.12 T	8744.09 T	124427.00 T	83391.79 T	83391.79 T
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BOND & INTEREST #1

DEBT PRINCIPAL RETIREMENT	225000.00	225000.00	225000.00	.00	225000.00	.00	.00
INTEREST	47475.00	47475.00		.00	90900.00	43425.00	43425.00
			47475.00	.00			
OTHER CHARGES	155.00	155.00	155.00	.00	500.00	345.00	345.00

272630.00 T	272630.00 T	272630.00 T	.00 T	316400.00 T	43770.00 T	43770.00 T
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BOND & INTEREST #2

DEBT PRINCIPAL RETIREMENT	100000.00	100000.00	100000.00	.00	100000.00	.00	.00
INTEREST	12800.00	12800.00	12800.00	.00	12800.00	.00	.00
OTHER CHARGES	80.00	80.00		80.00	500.00	420.00	420.00

112880.00 T	112880.00 T	112800.00 T	80.00 T	113300.00 T	420.00 T	420.00 T
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SITE & CONSTRUCTION FUND

SITE IMPROVEMENT	17579.25	17579.25	17579.25	.00	25000.00	7420.75	7420.75
WELDING LAB	6373.02	6373.02	6373.02	.00		6373.02 CR	6373.02 CR
HOLDING POND	83937.00	83937.00	83937.00	.00	75000.00	8937.00 CR	8937.00 CR
BUILDING REPAIRS	8243.79	8243.79	1358.00	6885.79		8243.79 CR	8243.79 CR
OFFICE EQUIPMENT		.00		.00	10000.00	10000.00	10000.00
INSTR EQUIPMENT		.00		.00	10000.00	10000.00	10000.00
SERVICE EQUIPMENT		.00		.00	10000.00	10000.00	10000.00
OTHER CAPITAL OUTLAY	3074.73	3074.73	2849.73	225.00	20000.00	16925.27	16925.27
	119207.79 T	119207.79 T	112097.00 T	7116.79 T	150000.00 T	30792.21 T	30792.21 T

REVENUE REPORT

EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To DATE	This Mo.	Budget	Unexpended	Unencumbered
1974 TAXES	662719.40	662719.40	662719.40	.00	648348.00	14371.40 CR	14371.40 CR
BACK TAXES	19.78	19.78	19.78	.00		19.78 CR	19.78 CR
IN LIEU OF TAXES	139.99	139.99		139.99		139.99 CR	139.99 CR
CHARGE BACK REV	25165.06	25165.06	8671.46	16493.60	40000.00	14834.94	14834.94
STATE APPORT SUMMER 1975	102550.70	102550.70	102550.70	.00	110214.00	7663.30	7663.30
STATE APPORT FALL 1975	541924.05	541924.05	501974.40	39949.65	476640.00	65284.05 CR	65284.05 CR
STATE APPORT SPRING 1976		.00		.00	468000.00	468000.00	468000.00
ICCB VOC GRANT	58409.30	58409.30	55838.55	2570.75	84390.00	25980.70	25980.70
STATE FISCAL 75 PAYMENTS	7368.66	7368.66	7368.66	.00		7368.66 CR	7368.66 CR
VOC ED REG REIMB	5811.00	5811.00	5811.00	.00	121113.00	884698.00 CR	884698.00 CR
VOC ED EQUIP REIMB		.00		.00	7028.00	7028.00	7028.00
STATE WORK STUDY		.00		.00	17375.00	17375.00	17375.00
HEW TITLE 2		.00		.00	3918.00	3918.00	3918.00
VETERANS COST OF INSTR		.00		.00	15948.00	15948.00	15948.00
FEDERAL WORK STUDY	62116.87	62116.87	46584.23	15532.64	85046.00	22929.13	22929.13
OTHER FED GOVT SOURCES	14.33	14.33	14.33	.00	1000.00	985.67	985.67
STUDENT TUITION SUMMER 1975	79774.04	79774.04	79774.04	.00	79586.00	188.04 CR	188.04 CR
TUITION FALL 1975	400030.26	400030.26	400030.26	.00	370720.00	29310.26 CR	29310.26 CR
TUITION SPRING 1976		.00		.00	364000.00	364000.00	364000.00
GRADUATION FEES		.00		.00	750.00	750.00	750.00
TRANSCRIPT FEES	667.00	667.00	541.00	126.00	750.00	83.00	83.00
PUB SERV INCOME		.00		.00	4500.00	4500.00	4500.00
INTEREST ON INVESTMENTS	1837.54	1837.54		1837.54	10000.00	8162.46	8162.46
OTHER REVENUE	413.61	413.61	366.26	47.35	1500.00	1086.39	1086.39
DATA PROC REV		.00		.00	50.00	50.00	50.00
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	1948561.59 T	1948561.59 T	1872264.07 T	76637.52 T	2910876.00 T	38085.59 CR	38085.59 CR

BUILDING FUND

1974 TAXES	165679.23	165679.23	165679.23	.00	162087.00	3592.23 CR	3592.23 CR
BACK TAXES	4.95	4.95	4.95	.00		4.95 CR	4.95 CR
IN LIEU OF TAXES	35.00	35.00		35.00		35.00 CR	35.00 CR
INTEREST ON INVESTMENTS	2572.15	2572.15	2572.15	.00	2000.00	572.15 CR	572.15 CR
MISC REVENUE	2001.04	2001.04	1589.04	412.00	1500.00	501.04 CR	501.04 CR
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	170292.37 T	170292.37 T	169845.37 T	447.00 T	165587.00 T	4705.37 CR	4705.37 CR

BOND & INTEREST #1

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1974 TAXES	321,490.06	321,490.06	321,490.06	.00	316,140.00	5,350.06 CR	5,350.06 CR
BACK TAXES	11.13	11.13	11.13	.00		11.13 CR	11.13 CR
IN LIEU OF TAXES	67.91	67.91		67.91		67.91 CR	67.91 CR
INTEREST ON INVESTMENTS	6,675.96	6,675.96	6,450.96	225.00	9,000.00	2,324.04	2,324.04
	328,245.06 T	328,245.06 T	327,952.15 T	292.91 T	325,140.00 T	3,105.06 CR	3,105.06 CR

BOND & INTEREST #2

1974 TAXES	114,799.53	114,799.53	114,799.53	.00	112,890.00	1,909.53 CR	1,909.53 CR
BACK TAXES	3.87	3.87	3.87	.00		3.87 CR	3.87 CR
IN LIEU OF TAXES	24.24	24.24		24.24		24.24 CR	24.24 CR
INTEREST ON INVESTMENTS	1,440.16	1,440.16	1,440.16	.00	1,500.00	59.84	59.84
	116,267.80 T	116,267.80 T	116,243.56 T	24.24 T	114,390.00 T	1,877.80 CR	1,877.80 CR

SITE & CONSTRUCTION FUND

FACILITIES REV ANNEXTER	34,936.72	34,936.72	30,613.38	4,323.34	47,000.00	12,013.28	12,013.28
FACILITIES REV UNIT 5	9,266.64	9,266.64	6,949.93	2,316.66	13,000.00	3,733.36	3,733.36
INTEREST ON INVESTMENTS	21,464.40	21,464.40	20,328.10	1,136.30	25,000.00	3,535.60	3,535.60
OTHER REVENUE	2,426.25	2,426.25	2,426.25	.00		2,426.25 CR	2,426.25 CR

WORKING CASH FUND

INTEREST ON INVESTMENTS	19,108.07	19,108.07	17,633.16	1,474.91	20,000.00	891.93	891.93
	19,108.07 T	19,108.07 T	17,633.16 T	1,474.91 T	20,000.00 T	891.93 T	891.93 T

SAUK VALLEY COLLEGE

APPROVED BY

Donald F. Copley

PRESIDENT

Arman Gaudreault

SECRETARY

DATE _____