

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES ADJOURNED MEETING

January 31, 1977

The Board of Trustees of Sauk Valley College met in an adjourned meeting at 7:30 p.m. on January 31, 1977 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order:

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

Lorna Keefer	Oscar Koenig
Juanita Prescott	William Reigle
Robert Wolf	Ronald Coplan

Absent:

Arman Gaulrapp	Laura Thompson
----------------	----------------

Budget:

Chairman Coplan noted that this adjourned meeting was being held to discuss various methods of reducing expenditures for the 1977-78 fiscal year. He said the Board had received background information from the administration, along with definite proposals to erase the projected deficit. (See the attached memorandums)

Faculty Association  
President:

Mr. Coplan then recognized Mr. Donald Burton, President of the Faculty Association. Mr. Burton told the Board that he did not think retrenchment was necessary at this time. He also gave examples on how he thought the Board could cut the deficit in the budget.

Arrival:

Member Thompson arrived at 7:45 p.m. and Member Gaulrapp arrived at 7:46 p.m.

President Cole:

President Cole informed the Board that the 1977-78 projected expenditures had been completed and was included in the attached materials. He also presented projected revenue for the 1977-78 year but cautioned the Board that this projected revenue was based upon the best information available about state aid rates and enrollment projections for the 1977-78 year. He indicated that a stable enrollment situation was anticipated and that the revenue projection included an approximate 1% increase in student credit hours for 1977-78 as opposed to 1976-77.

Discussion:

In further discussion the Board went on record as not wanting to cut programs but rather would like the administration to work diligently to get more credit hours; they were very impressed with the transcripts of the department meetings and the apparent harmony and positive thinking generated between faculty members and the assistant deans; Member Thompson expressed her concerns on increasing the cost of tuition and wondered what the increased costs were for the assistant deans (if any); Member Reigle suggested the Board study the problem, go over all materials presented, and in future meetings decide whether a tuition increase is needed. Dr. Cole noted that a decision on this should be made by March of this year.

Chairman Coplan suggested that from now on the Board take a hard-nosed attitude on any further expenditures of funds. He noted that this will limit increases in salary for administrative, clerical, and maintenance personnel, and that this same attitude will probably have to prevail in faculty bargaining.

It was the consensus of the Board that faculty retrenchment will not be considered at this time and that all materials presented will be studied and discussed at future meetings in order to solve the budget deficit for the 1977-78 fiscal year.

Adjournment:

Since there was no further business, it was moved by Member Wolf and seconded by Member Gaulrapp that the Board adjourn. The next regular meeting will be February 14 at 7:30 pm. Motion voted and carried.

The meeting adjourned at 8:45 p.m.

Respectfully submitted:

  
\_\_\_\_\_  
Arman Gaulrapp, Secretary

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 19, 1977

MORANDUM

*#P-6*

SVC Board of Trustees

M: Dr. George E. Cole  
President

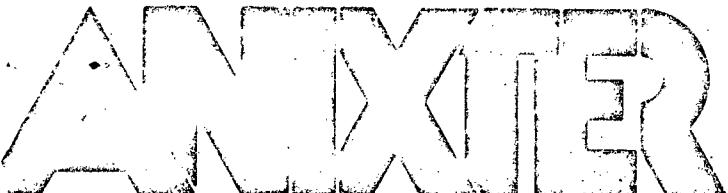
RE: AGENDA ITEM #D-6 - APPROVAL OF ANIXTER LEASE

The attached communication from Anixter Bros., Inc., indicates their desire to renew their lease with Sauk Valley College in compliance with the terms stated in their letter.

#### RECOMMENDATION:

The President recommends that the Board approve the extension of the lease with Anixter Bros., Inc. in accordance with the conditions stated in the attached communication.

GEC/bg  
Enc.



Anixter Bros., Inc.  
4711 Golf Road  
One Concourse Plaza  
Skokie, Illinois 60076  
[312] 677-2600

Executive Headquarters

January 10, 1977

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Sauk Valley College  
Route No. 1  
Dixon, Illinois 61021

Attention: Chairman of the Board

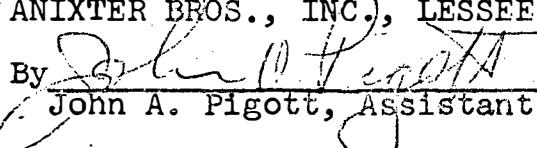
Re: Junior College District No. 506,  
Lessor - Anixter Bros., Inc.,  
Lessee  
Lease dated November 13, 1972 as  
Amended March 18, 1975 and  
November 9, 1976 (hereinafter the  
"Lease") of Premises in Building  
T-1, Dixon, Illinois

Dear Sir:

We hereby give you notice that pursuant to the above Lease, we elect to extend the term of the Lease for an additional period of one (1) year, commencing April 1, 1977 and ending March 31, 1978. As mutually agreed, the extended lease term is to be on the same terms and conditions of the Lease except that the rental during the above extended term shall be increased from the sum of \$4,373.34 per month to the sum of \$4,555.50 per month.

Very truly yours,

ANIXTER BROS., INC., LESSEE

By   
John A. Pigott, Assistant Secretary

cc: Mr. Bob Edison  
Mr. Kenneth E. Morton

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 24, 1977

MORANDUM

SVC Board of Trustees

~~#~~ D-7

M: Dr. George E. Cole  
President

RE: AGENDA ITEM #D-7 - RESOLUTION ON NOMINATING PETITIONS  
FOR BOARD MEMBERSHIP

## NOTICE OF FILING PETITIONS FOR MEMBERSHIP ON THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 506

NOTICE is hereby given that nominating petitions for membership on the Board of Trustees of Sauk Valley College District #506, Lee, Ogle, Henry, Bureau, Whiteside and Carroll Counties, for the election to be held April 9, 1977 must be filed only with the Secretary of the Board of Trustees of Community College District #506 or his duly appointed representatives at Sauk Valley College, Rural Route #1, Dixon, Illinois, between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, within the time provided by law.

Three candidates are to be elected for the full three-year term.

The first day for filing such petitions is February 23, 1977, and the last day for filing such petitions is March 18, 1977.

Dated this 24th day of January, 1977.

---

Arman Gaulrapp, Secretary  
Board of Trustees Community  
College District No. 506

bg

RECEIVED JAN 19 1977

LAW OFFICES

WARD, WARD, CASTENDYCK, MURRAY & PACE

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  
RICHARD A. PALMER  
PHILIP H. WARD  
OF COUNSEL

January 18, 1977

202 EAST FIFTH STREET  
STERLING, ILLINOIS 61081  
TELEPHONE 815-625-8260

335 WASHINGTON STREET  
PROPHETSTOWN, ILLINOIS 61277  
TELEPHONE 815-537-2361

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

Mrs. Marilyn Vinson  
c/o Sauk Valley College  
Route # 1  
Dixon, IL 61021

Re: 1977 Board Election

Dear Marilyn:

The following are the dates to be remembered in connection with the up-coming election.

January 24, 1977 - First day to publish notice stating candidate petitions must be filed with Board Secretary or his designee in local school district office only, between 8:30 A.M. and 4:00 P.M. (The Secretary is to acknowledge the filing in writing within 7 days of the filing or the last day for filing, whichever is earlier.)

\* February 13, 1977 - Last day to publish notice regarding filing of candidate petitions.

February 23, 1977 - First day for filing petitions for candidates. If Board Secretary is a candidate for re-election, a disinterested person must witness his filing. Secretary shall - within 7 days of filing or last day for filing, whichever is earlier - acknowledge, in writing, to each candidate acceptance of his petition. A Statement of Candidacy and an assertion that the candidate has filed a Statement of Economic Interests, as required by the Illinois Governmental Ethics Act, must be attached to each candidate's petition. Board of Education Secretary is required to notify each candidate within 2 business days following filing, that statements of organization, reports of campaign contributions and expenditures under Article 9 of the Election Code must be filed with the County Clerk on the official form prescribed by the State Board of Elections and mailed with the notice to the candidate. Board of Education Secretary must preserve candidates' returned forms at least 2 years following receipt.

March 18, 1977 - Last day for filing petitions for nomination of candidates. NOTE: Same required filing procedures must be observed as stated for February 23, 1977.

March 22, 1977 - Last day for withdrawal of candidacy.

March 30, 1977 - Last day to publish or post notice of election scheduled on April 9.

March 30, 1977 - Last day for having printed ballots available for inspection by candidates.

April 4, 1977 - Last day for applying by mail for absentee ballot.

April 8, 1977 - Last day for applying in person for absentee ballot.

April 9, 1977 - Election day.

April 14, 1977 - Last day for judges of election to deliver ballots, poll books and tally lists to Secretary of Board.

April 19, 1977 - Last day for old Board to canvass election held on April 9 and for new Board to organize.

I would assume that the provisions of House Bill 1582 effective October 1, 1975 still apply.

If you have any questions, don't hesitate to let me know.

Very truly yours,

WARD WARD CASTENDYCK MURRAY & PACE

By Philip H. Ward, Jr.

PW/b

Asterisk (\*) indicates that the date falls on a Sunday, in which case the following Monday is applicable.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 24, 1977

MORANDUM

#f-8

SVC Board of Trustees

M: Dr. George E. Cole  
President

RE: AGENDA ITEM #D-8 - APPOINTMENT OF REPRESENTATIVES TO  
RECEIVE PETITIONS FOR BOARD MEMBERSHIP

It was moved by Member \_\_\_\_\_ and seconded by  
Member \_\_\_\_\_ that Arman Gaulrapp, Secretary to the  
Board of Trustees of Community College District #506, Counties of  
Lee, Ogle, Henry, Bureau, Whiteside and Carroll, State of Illinois,  
does hereby appoint Marilyn A. Vinson and Barbara J. Graff, his duly  
designated representatives to receive and file on his behalf petitions  
for the nomination of members of the Board of said Community College  
District to fill the vacancies created by the expiration of the terms  
of Arman Gaulrapp, Oscar Koenig and Robert Wolf.

Dated this 24th day of January.

Arman Gaulrapp, Secretary  
Board of Trustees Community  
College District No. 506

bg

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 19, 1977

MORANDUM

SVC Board of Trustees

~~AC~~

Re: Dr. George E. Cole  
President

RE: AGENDA ITEM #C - COMMUNICATION FROM VISITORS

I would assume that the attached letter from the Associated Students' Board should be treated as communication from visitors.

It is, however, related to the discussion item Trustee Thompson asks to have placed under "Old Business" and it could also be considered at that time, if that is what the Board chooses.

GEC/bg  
Enc.

January 17, 1977

TO: Board of Trustees

FROM: Associated Student Board

We, the Student Government of Sauk Valley College, have recently questioned certain actions which occurred prior to and during the Board meeting of December 20, in relation to the Student Trustee. In our letter of January 5, 1977, the term "illegal" was employed when the phrase "questioning the legality" would have been more appropriate to our intent.

Future misunderstandings can be avoided by clarification of policies previously adopted by the Board. - (of the Board)

The Student Trustee is presenting a policy upon which we are requesting Board action. This policy statement consolidates previous Board decisions, yet raises some questions concerning the rights of the Student Trustee.

Since, under Board policy, the Student Member is entitled to sit in Executive Session, is it not implied that the Student Member should receive all correspondence pertinent to participation in all Board matters?

Also, is it appropriate that Board policy require "that a regularly elected member of the Board of Trustees concur with the student representative in making a motion?" What are the grounds for this policy? In light of the opinion by Attorney General Scott, it would appear to be appropriate for the Student Trustee to make motions independantly.

We hope that the Board action on the policy being presented by the Student Trustee will resolve the misunderstandings which occurred in the Board meetings of December 20 and January 10.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 19, 1977

MEMORANDUM

#2-1

TO: SVC Board of Trustees

CC: Dr. George E. Cole  
President

RE: AGENDA ITEM #E-1 - CLARIFICATION OF STUDENT TRUSTEE  
RIGHTS & RESPONSIBILITIES

The attached communication from Laura Thompson is self-explanatory. I have complied with her request and placed it on the agenda under "Old Business".

There was a related communication from the Associated Student's Board, which I felt should be dealt with as "Communication From Visitors", however, that communication could be discussed along with hers if the Board feels it appropriate.

GEC/bg  
Enc.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 18, 1977

## MORANDUM

Dr. George E. Cole

TO: Laura Thompson  
Student Trustee

I request that the subject of "Clarification of Student Trustee Rights and Responsibilities" be included on the agenda under "Old Business" for the Board of Trustees meeting of January 24, 1977.

LT/bg

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 18, 1977

## MEMORANDUM

TO: SVC Board of Trustees

FROM: Laura Thompson  
Student Trustee

Some confusion has resulted from previous Board actions regarding the rights and responsibilities of the Student Trustee.

The Board has previously adopted the policy recommendation of Attorney General Scott of the State of Illinois, and allow:

"That the non-voting student member of the Illinois Community College Board has the right to attend any and all executive sessions of the Board, to make and second motions, and to be reimbursed for any actual and necessary expenses while engaged in his duties. That he is required to subscribe to an oath of office under Section 2-8 of the Public Community College Act, and that he is not required to file a statement of economic interest under the Illinois Governmental Ethics Act."

It seems to me that the right to attend executive sessions implies the right to receive all correspondence relating to such sessions. Therefore, I propose that the following statement be included in the Board policy:

"That the non-voting member of the Board of Trustees have a recorded vote only to be used as a record for reference. This member also has the right to receive all written correspondence which deals with regular meeting and special or executive meetings."

LT/bg

If sending goes to the Student Trustee and "cc: [unclear]"

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 19, 1977

MORANDUM

# G-3

SVC Board of Trustees

TO: Dr. George E. Cole  
President

RE: AGENDA ITEM #G-3 - 1977-78 BUDGET PLANNING

Discussions about how to reduce expenditures for the 1977-78 year at Sauk Valley College have continued and are generally taking the following shape:

1) The administration is prepared to make a recommendation in the very near future that we shorten the length of summer school and in conjunction with the shortening of the college calendar, allow all employees that are not eligible for membership in the Faculty Association two extra weeks of released time during the 1977-78 fiscal year (summer, 1977). It is hoped that most of this time would be used during the period when the institution would actually be closed down. It is felt that by withholding pay raises for employees not eligible for membership in the Faculty Association, this would be more palatable if they are given two extra weeks off.

We feel that by rearranging our calendar we could close the institution down for ten days to two weeks over the Christmas holiday season and could also close it down from two to three weeks during the peak air conditioning use period of summer, probably in later July or early August. It is generally felt that the utility costs and the money which would be saved by not providing staff people with raises would amount to somewhere between \$50,000 and \$75,000. The exact figure will be made available at a later date.

2) In conjunction with the above recommendation, it is felt that the Board should, in the relatively near future, adopt a policy that summer school salaries for faculty will be paid on the part-time and overload rate. This would, in my opinion, not violate the existing labor contract because apparently the administrative and Board bargainers were very careful not to specify the pay rates for summer school when the last contract was negotiated. It is, however, in variance with past practice, which has paid the faculty on a pro-rated basis. With increased salaries and the possibility of small class sizes, we are approaching the point where it is no longer economically feasible to offer a summer school unless some dramatic changes are made. By having a shortened summer school and a reduced pay scale, we could probably reduce the cost of summer school from somewhere between \$30,000 to \$50,000, on salaries alone. An exact figure on this will be available when we have completed the schedule for summer.

Memo to: Board of Trustees  
Agenda Item #G-3  
January 19, 1977

- 3) It also becomes apparent that it will be necessary to have a tuition increase for the 1977-78 year. I do not feel, however, that a tuition increase should be implemented until it has been demonstrated that the college is making all efforts to reduce expenditures in other areas. We must, however, have a decision made by no later than March 1, 1977, about raising tuition and it should take effect during the summer instructional period, 1977, because that is the beginning of the 1977-78 fiscal year. It is felt that tuition should be increased by \$2. This should generate somewhere between \$110,000 and \$120,000 more in revenue for the 1977-78 year.
- 4) The fourth activity which has generated a great deal of interest among the faculty is the possibility of reducing some of the instructional persons in some of the departments with low enrollments. There are certainly mixed emotions on this course of action, however, I feel the Board should consider appropriate data regarding enrollment trends in the various college departments for the last three years. I have asked each of the deans to prepare such enrollment analysis for me and I am providing the Board with copies of that report. If the Board would like to seriously consider the idea of reducing staff persons, it is my recommendation that the meeting of January 24, be adjourned to reconvene on Monday, January 31, at which time this specific item could be discussed. The thing that must be remembered is that if we do not act before February 1, 1977, we will not be permitted the opportunity to act again until February 1, 1978, and will be committed to our current salary figures plus whatever raises are negotiated by the faculty for the 1977-78 fiscal year.

GEC/bg  
Enc.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 1/19/77

## MORANDUM

Dr. Cole

RE: Dean Bunch

Attached is a Faculty Load Analysis for the Arts and Sciences.

In reviewing the data for three academic years, it is very evident that all of the departments decreased in student credit hours from the 1975-76 to the 1976-77 academic years, as follows:

Humanities	-	7.9% decrease
Natural Science	-	1.9% decrease
Physical Educ.	-	5.2% decrease
Social Science	-	7.8% decrease

The Arts and Sciences contributed to the decrease in the institutional S.C.H. production but did not account for the total decrease as is currently evident in the budget projections for the 1977-78 academic year.

In fact, the Arts and Sciences indicated a significant increase in S.C.H.'s when comparing the 1974-75 with the 1976-77 academic years, as follows:

Humanities	-	17.3% increase
Natural Science	-	14.6% increase
Physical Educ.	-	8.7% increase
Social Science	-	20.9% increase

The above figures indicate that the Arts and Sciences made a significant contribution to the growth in S.C.H.'s for the college during the big increase in S.V.C.'s growth curve.

The Arts and Sciences departments are making every effort possible to consolidate classes to increase class sizes. Low enrollment classes are being closely scrutinized to increase enrollments by rotating classes. New courses are being developed and courses revised to attract a new market of students and to increase S.C.H. production.

The Arts and Sciences' faculty have expressed a deep concern for the future of the college and the viable programs that can be provided for the students at S.V.C. Department meetings have been conducted to discuss the budgetary problems facing the college and each department has made specific recommendations regarding these problems. A summary of those recommendations will be sent to you as soon as transcription of the tapes is completed.

NB/af

ARTS AND SCIENCES

Faculty Load Analysis

Dept.	1974-75				1975-76				1976-77			
	Sum.	Fall	Spr.	*YTD Tot.	Sum.	Fall	Spr.	*YTD Tot.	Sum.	Fall	Spr.	*YTD Tot.
<u>Humanities</u>												
Full-Time												
S.C.H.	379	3,279	2,847	(6,126)	608	3,740	3,705	(8,053)	761	3,504	3,147	(7,412)
No. Sec.	12	55	54		11	72	76		15	71	77	
Eq. Fac.	6	10.4	10.2		6	11.4	12.4		8	11.6	12.6	
Avg. SCH	63.3	315.2	243.8(622.3)		101.3	328	298.7(728)		95	302	249.7(646.7)	
Part-Time												
S.C.H.	304	454	423	(1,181)	530	691	294	(1,515)	219	337	195	(751)
No. Sec.	7	9	12		10	12	8		5	9	9	
No. Fac.	5	5	8		7	7	6		4	7	7	

\*Year To Date

ARTS AND SCIENCES  
FACULTY LOAD ANALYSIS

Dept.	1974-75				1975-76				1976-77			
	Sum.	Fall	Spr	*YTD Tot.	Sum.	Fall	Spr	*YTD Tot.	Sum.	Fall	Spr.	*YTD Tot.
<u>Phys. Educ.</u>												
<u>Full-Time</u>												
S.C.H.	90	360	375	(825)	115	483	586	(954)	83	387	434	(904)
No. Sec.	4	21	18		6	20	20		4	20	22	
Eq. Fac.	3	2.4	2.2		3	2.4	2.4		2	2.0	2.0	
Avg. SCH	30	150	170.4	(290.4)	38.3	201.2	210.8	(450.3)	41	193.5	217	(451.5)
<u>Part-Time</u>												
SCH	-	-	-		-	11	11	(11)	14	16	7	(37)
No. Sec.						1	1		1	1	1	
No. Fac.	-	-	-		-	1	1		1	1	1	

\*Year to-date

ARTS AND SCIENCES  
FACULTY LOAD ANALYSIS

Dept.	1974-75				1975-76				1976-77			
	Sum.	Fall	Spr	*YTD Tot.	Sum.	Fall	Spr	*YTD Tot.	Sum.	Fall	Spr.	*YTD Tot.
<u>Natural Science</u>												
<u>Full-Time</u>												
S.C.H.	206	3,042	2,867	(6,115)	477	3,570	3,258	(7,305)	458	3,599	2,728	(7,162)
No. Sec.	4	47	51		7	44	50		6	55	46	
Eq. Fac.	3	7.6	8.0		5	8.2	8		4	8	8.2	
Avg. SCH	68.6	400.3	358.3	(827.2)	95.4	435.3	407.2	(937.9)	114	449.8	332.6	(896.4)
<u>Part-Time</u>												
S.C.H.	-	60	152	(212)	-	186	191	(377)	44	204	222	(470)
No. Sec.	-	2	3		-	3	3		1	2	2	
No. Fac.	-	1	2		-	2	2		1	1	1	

\*Year to-date

ARTS AND SCIENCES  
FACULTY LOAD ANALYSIS

<u>Dept.</u>	<u>1974-75</u>				<u>1975-76</u>				<u>1976-77</u>			
	<u>Sum.</u>	<u>Fall</u>	<u>Spr.</u>	<u>*YTD Tot.</u>	<u>Sum.</u>	<u>Fall</u>	<u>Spr.</u>	<u>*YTD Tot.</u>	<u>Sum.</u>	<u>Fall</u>	<u>Spr.</u>	<u>*YTD Tot.</u>
<u>Social Science</u>												
<u>Full-Time</u>												
S.C.H.	579	2,883	3,522	(6,984)	1,068	4,026	4,494	(9,584)	738	3,542	3,104	(8,837)
No. Sec.	13	34	35		12	37	39		11	39	35	
Eq. Fac.	7	6.8	6.8		6	7.4	8.4		7.0	7.6	7.8	
Avg. STC	82.7	424	517.9	(1,024.5)	178	544	535	(1,257)	105.4	466	397.9	(969.3)
<u>Part-Time</u>												
SCH	-	99	-	(99)	-	114	339	(453)	-	231	150	(387)
No. Sec.	-	3				1	3			4	3	
No. Fac.	-	2				1	3			4	3	

**\*Year-to-date.**

ARTS AND SCIENCESEnrollment based on 1/14/77  
Registration Report

SAUK VALLEY COLLEGE  
1977 - SPRING SEMESTER  
INSTRUCTOR LOAD REPORT

		<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u>	<u>CR HRS</u>
<b><u>HUMANITIES</u></b>						
Beatty, Edward						
ENG 100 B LT Com-Writing Skills		3	3	17	51	
ENG 100 N LT Com-Writing Skills		3	3	24	72	
* ENG 103 A LT Rhet. Comp. & Lit.		3	3	46	138	
ENG 226 A LT Amer. Lit from 1860		3	3	19	57	
** ENG 206 (Intro. Colloquia in Lit)			3			
		<hr/> 15	<hr/> 18	<hr/> 106	<hr/> 318	
* Double section						
** Coordinator for Eng. Coll. in Nursing Homes						
Blair, George						
ART 219 & 220 A BT Ceramics I		3		19	57	
ART 219 & 220 B BT Ceramics I		3		9	27	
ART 219 & 220 N BT Ceramics I		3		5	15	
		<hr/> 9		<hr/> 33	<hr/> 99	
Devine, John						
ENG 101 E LT Rhet. & Comp.		3	3	24	72	
ENG 101 F LT Rhet. & Comp.		3	3	12	36	
ENG 101 N LT Rhet. & Comp.		3	3	26	78	
ENG 103 N LT Rhet. Comp. & Lit.		3	3	31	93	
LAN 102 A LB Begin.French II		- )	3	3	3	
LAN 102 A LT Begin.French II		- )		3	12	
LAN 202 A LB Inter.French II		4 )	1.5	5	5	
LAN 202 A LT Inter.French II		- )	-	5	20	
		<hr/> 16	<hr/> 16.5	<hr/> 109	<hr/> 319	
Dill, Ross						
ENG 101 D LT Rhet. & Comp.		3	3	10	30	
ENG 103 B LT Rhet. Comp & Lit.		3	3	25	75	
ENG 103 F LT Rhet. Comp. & Lit.		3	3	11	33	
ENG 227 A LT Eng. Lit. I		3	3	14	42	
ENG 206 N LT Colloquia in Lit(Walnut)		3	3	15	45	
		<hr/> 15	<hr/> 15	<hr/> 68	<hr/> 225	

		<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u>	<u>CR HRS</u>
Guinnup, Max						
HUM 210 N LT Environ. Design		3	3	19	57	
MUS 106 A LB & MUS 206 Conc. Choir		1	1.5	26	26	
* MUS 131 A LB Applied Music-Voice		V2	9.0	9	18	
* MUS 139 A LB Ensemble		1	3.5	7	7	
MUS 201 A LT Intr. to Music		3	3	29	87	
MUS 201 C LT Intr. to Music		3	3	15	45	
MUS 239 A LB Ensemble		1	2.5	5	5	
		14	25.5	110	245	
Hedstrom, Ruth						
MUS 112 A LB Theory of Music-Harm.		1	1.5	9	9	
MUS 112 A LT Theory of Music-Harm.		3	3	9	27	
* MUS 135 A LB Applied Music-Piano		V2	10	10	20	
MUS 150 A LT Music Hist. & Lit.		3	3	10	30	
MUS 201 B LT Intro. to Music		3	3	8	24	
* MUS 212 A LB Theory of Music		1	1.5	3	3	
* MUS 212 A LT Theory of Music		3	3	4	16	
		16	25.0	53	129	
Horton, Anne						
ENG 100 A LT Com-Writing Skills		3	3	20	60	
ENG 100 C LT Com-Writing Sk		3	3	16	48	
ENG 101 A LT Rhet. & Comp.		3	3	19	57	
ENG 101 C LT Rhet. & Comp.		3	3	24	72	
ENG 103 E LT Rhet.Comp. & Lit.		3	3	14	42	
		15	15	93	279	
Lillyman, Kit						
ENG 111 A LT Tech. Reporting		3	3	11	33	
ENG 111 N LT Tech. Reporting		3	3	12	36	
* ENG 206 N. LT Introd. Colloquia		3	-	5	15	
LAN 162 A LB Begin. Spanish II		1	1.5	13	13	
LAN 162 A LT Begin. Spanish II		3	3	13	52	
LAN 262 A LB Inter. Spanish II		1	1.5	6	6	
LAN 262 A LT Inter. Spanish II		3	3	6	24	
		17	16.0	66	179	
Lovekin, David						
PHL 101 A LT Intro. to Logic		3	3	16	48	
PHL 102 A LT Intro. to Philosophy		3	3	30	90	
PHL 204 A LT Contemp. Moral Issues		3	3	11	33	
PHL 204 N LT Contemp. Moral Issues		3	3	25	75	
PHL 206 N LT Death & Dying		3	3	27	81	
		15	15	109	327	

\*Tutoring pay rate

		<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u>	<u>CR HRS</u>
Lund, Deb						
SPE 131 C LT Gen. Prin. of Speech	3	3	24	72		
SPE 131 F LT Gen. Prin. of Speech	3	3	27	81		
SPE 131 G LT Gen. Prin. of Speech	3	3	23	69		
SPE 131 N LT Gen. Prin. of Speech	3	3	11	33		
SPE 231 N LT Adv. Public Speak.	3	3	13	39		
		<hr/> 15	<hr/> 15	<hr/> 98	<hr/> 294	
Mathis, Jerry						
SPE 121 A LT Speech Practicum	1	1	3	3		
SPE 131 A LT Gen. Prin. of Speech	3	3	25	75		
SPE 131 D LT Gen. Prin. of Speech	3	3	21	63		
SPE 161 A LT Group Discussion	3	3	11	33		
SPE 232 A LT Oral Interp.	3	3	8	24		
* Forensics Director - 3 Cr. Hrs.	-	3	-	-		
Released Time		<hr/> 13	<hr/> 16	<hr/> 68	<hr/> 198	
Matter, Robert						
ART 102 A BT Inter. Design	3	5.25	6	18		
ART 114 A BT Basic Drawing II	- )	5.25	10	20		
ART 214 A BT Life Drawing II	3 )	-	7	14		
ART 119 A LT Art Survey	3	3	24	72		
ART 119 N LT Art Survey	3	3	21	63		
ART 122 N LT Modern Art	3	3	8	24		
		<hr/> 15	<hr/> 19.50	<hr/> 76	<hr/> 211	
Mitchell, Irene						
SPE 131 B LT Gen. Prin. of Speech	3	3	15	45		
SPE 131 E LT Gen. Prin. of Speech	3	3	10	30		
SPE 145 A LT Basic Acting	3	3	18	54		
SPE 147 A LT Theatre Practicum	1	1	3	3		
SPE 240 A LT Elements of Play Prod.	3	3	5	15		
** Theatre Director - 3 Cr. Hrs. Released		3				
Time		<hr/> 13	<hr/> 16	<hr/> 51	<hr/> 147	
O'Banion, John						
ENG 101 B LT Rhet & Comp.	3	3	29	87		
ENG 103 C LT Rhet. Comp. & Lit.	3	3	21	63		
ENG 103 D LT Rhet. Comp. & Lit.	3	3	29	87		
ENG 221 N LT Bible as Lit. (Dixon)	3	3	5	15		
ENG 201 N LT Fiction (Morrison)	3	3	8	24		
		<hr/> 15	<hr/> 15	<hr/> 92	<hr/> 276	

		<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u>	<u>CR HRS</u>
Schafer, Ron						
ENG 152 A LT Journalism II		3		1		3
ENG 156 A LB Newspaper Prod.		1		1		1
ENG 256 A LB Adv. News. Prod.		1		1		1
		5		3		5
Stahl, Diane						
LAN 252 N BT Inter. German II		4		4		16
		4		4		16
Wilson, Bettie						
ART 219 C BT Ceramics I and		3		9		27
ART 220 C BT Ceramics II		3		2		6
		3		2		6
Cruse, Margery						
ART 260 N BT Art for Elem Child.		2		12		24
		2		12		24
Wallin, John						
LAN 152 N BT Begin. Germ. II		4		4		16
		4		4		16
L'Heureux, Robert						
MUS 139 B LB Ensemble (Dixon H.S.)		1		3		3
		1		3		3
Carter, Lance						
MUS 139 N LB Ensemble		1		3		3
		1		3		3
<hr/>						
HUMANITIES TOTALS: Full-Time		196	225.5	2,127	3,147	
Part-Time		32	-	75	199	

		<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u>	<u>CR HRS</u>
<u>NATURAL SCIENCE</u>						
Frederick Lauren						
MAT 115 A LT Prin. of Mod. Math	3	3	46	138		
MAT 115 N LT Prin. of Mod. Math	3	3	34	102		
MAT 122 A LT Plane Trigonometry	3	3	16	48		
MAT 220 N LT Basic Math Analysis	3	3	23	69		
MAT 221 A LT Basic Math Analy. II	3	3	34	102		
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	15	15	153	459		
Harding, Tom						
MAT 121 N LT College Algebra	3	3	7	21		
PHY 202 A BT General Physics II	0	2.5	17	34		
PHY 202 A LT General Physics II	5	3.0	17	51		
PHY 213 A BT Engr. Physics III	0	2.5	13	26		
PHY 213 A LT Engr. Physics III	5	3.0	13	39		
GSP 070 N LT Fund. of Math and	V3	3.0	11	33		
GSP 071 N LT Fund. of Algebra	-	-	5	15		
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	16	17.0	83	219		
Harper, Charles						
GSC 104 A LB The Solid Earth	0	1.5	20	20		
GSC 104 A LT The Solid Earth	4	3.0	22	66		
GSC 115 A LT The Habitat of Man	3	3.0	25	75		
GSC 201 N BT Physical Geology	4	4.5	18	72		
*	-	3.0	-	-		
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
* Also teaches GEO 122	11	15.0	85	233		
Heuck, Dale						
CHE 106 A BT Gen-Chem. II-Qualit.	0	2.5	13	26		
CHE 106 A LT Gen-Chem. II-Qualit.	5	3.0	49	147		
CHE 106 B BT Gen-Chem. II-Qualit.	0	2.5	22	44		
CHE 106 C BT Gen-Chem. II-Qualit.	0	2.5	24	48		
CHE 202 A BT Organic Chem. II	0	2.5	13	26		
CHE 202 A LT Organic Chemistry II	5	3.0	13	39		
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	10	16.0	134	329		
* Holmberg, Claryce						
BIO 120 A LT Envir. Health	3	3	46	138		
BIO 120 B LT Envir. Health	3	3	28	84		
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
* Also teaches Phys. Educ.	6	6	74	222		

		<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u>
				<u>CR</u>	<u>CR HRS</u>
Keller, Stuart					
MAT 105 A LT Basic Algebra		3	3.0	55	165
MAT 121 A LT College Algebra		3	3.0	28	84
PHY 211 A BT Engr. Physics I		2	2.5	17	34
PHY 211 A LT Engr. Physics I		5	3.0	17	51
PHY 222 A LT Mech. Dynamics		3	3.0	10	30
		14	14.5	127	364
Major, James					
MAT 203 N LT Cal. Cnalytic Geo. I		4	4	13	52
MAT 204 A LT Cal. Analytic Geo. II		4	4	25	100
MAT 204 AA LT Cal. Analytic Geo. II		-	-	25	0
MAT 205 A LT Analytic Geo. III		4	4	9	36
MAT 211 A LT Diff. Equa.		3	3	15	45
MAT 231 A LT Linear Algebra		3	3	11	33
		18	18	98	266
Weller, Mary					
BIO 110 A LT Prin. of Med. Sci		4	3	68	204
BIO 110 A LB Prin. of Med. Sci.		-	1.5	21	21
BIO 110 B LB Prin. of Med. Sci.		-	1.5	25	25
BIO 110 C LB Prin. of Med. Sci.		-	1.5	23	23
BIO 110 N LB Prin. of Med. Sci.		-	1.5	8	8
BIO 110 N LT Prin. of Med. Sci.		4	3.0	9	27
BIO 131 A BT Gen. Zoology		-	2.5	17	34
BIO 131 A LT Gen. Zoology		5	3.0	17	51
		13	17.5	167	393
Youker, David					
BIO 105 A BT Prin. of Biology		-	2.5	38	76
BIO 105 A LT Prin. of Biology		5	3.0	75	225
BIO 105 B BT Prin. of Biology		-	2.5	24	48
BIO 105 B LT Prin. of Biology		3	-	7	21
BIO 105 D BT Prin. of Biology		-	2.5	5	10
BIO 123 A BT Intro. to Botany		-	2.5	17	34
BIO 123 A LT Intro. to Botany		5	3.0	17	51
		13	16.0	183	465

---

<u>TURAL SCIENCE TOTALS:</u>	Full-Time	113	130.	1,003	2,728
	Part-Time	6	-	74	222

		<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u> <u>CR HRS</u>
<b><u>PHYSICAL EDUCATION</u></b>					
Holmberg, Claryce					
PED 123 B LB Conditioning	1	1.5	29	29	
PED 133 N LB Folk-Square Dancing	1	1.5	10	10	
PED 217 A LT Camp Counseling	3	3.0	21	63	
		6			
 * Also teaches BIO 120 A-B	5	12.0	60	102	
Jensen, Stanley					
PED 219 N LT Bkbl. & Bsbl. Offic.	2		27	54	
	2		27	54	
Mabee, Dan					
PED 122 A LB Bowling	1	1.5	31	31	
PED 123 C LB Conditioning	1	1.5	11	11	
PED 129 A LB Weight Lifting	1	1.5	14	14	
PED 125 A LB All-level Swimming	1	1.5	8	8	
PED 129 B LB Weight Lifting	1	1.5	6	6	
PED 212 A LT Tech. Thr. Track-Field	3	3.0	8	24	
PED 213 A BT First Aid	2	2.0	31	61	
PED 213 N BT First Aid	2	2.0	26	52	
	12	15.5	135	207	
Palumbo, Frank					
PED 120 A LB Badminton	1	1.5	10	10	
PED 120 B LB Badminton	1	1.5	7	7	
PED 121 A LB Basketball	1	1.5	6	6	
PED 123 A LB Conditioning	1	1.5	13	13	
PED 126 A LB Tennis	1	1.5	24	24	
PED 126 B LB Tennis	1	1.5	17	17	
PED 127 A LB Volleyball	1	1.5	9	9	
PED 211 A LT Tech. Thr. of Baseb.	1	3.0	13	39	
		3.0			
Released time for Athl. Dir.	10	16.5	99	125	
 <b>PHYSICAL EDUCATION TOTALS:</b>	<b>Full-Time</b>	<b>33</b>	<b>44</b>	<b>294</b>	<b>434</b>
	<b>Part-Time</b>	<b>2</b>	<b>-</b>	<b>27</b>	<b>54</b>

	<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u>
			<u>CR</u>	<u>CR HRS</u>
<b><u>SOCIAL SCIENCE</u></b>				
Burton, Don ECO 111 A LT Intro. to Econ.	3		25	75
Also teaches BUS	3		25	75
Byar, William				
HIS 210 A LT Illinois History	3	3	20	60
HIS 210 N LT Illinois History	3	3	22	66
HIS 221 A LT Amer. History to 1877	3	3	36	108
HIS 222 A LT Amer. History Since	3	3	26	78
HIS 261 N LT Lat. Amer. Since 1825	3	3	16	48
	15	15	120	360
Foster, Don				
HIS 132 A LT W. Civil Since 1648	3	3	23	69
HIS 132 N LT W. Civil Since 1648	3	3	13	39
SOC 101 A LT Soc. Sci. Human Aff. I	3	3	10	30
SOC 115 A LT Intro. to Anthro.	3	3	22	66
SOC 116 N LT Gen. Cult. Anthr.	3	3	14	42
	15	15	82	246
Geldean, Larry				
SOC 289 A LT Juvenile Delinq.	3		26	78
	3		26	78
Harper, Charles				
GEO 122 N LT World Reg. Geog.	3		14	42
Also teaches Nat. Sci.	3		14	42
Harderson, Al				
PSY 104 A LT Applied Psych.	3		17	51
	3		17	51
Nesbit, Fred				
ECO 212 A LT Prob. of Econ.	3	3	47	141
ECO 212 N LT Prob. of Econ.	3	3	18	54
PSY 103 B LT Intro. to Psych.	3	3	31	93
PSY 103 C LT Intro. to Psych.	3	3	46	138
PSY 103 E LT Intro. to Psych.	3	3	24	72
PSY 103 N LT Intro. to Psych. (Amboy)	3	3	15	45
	18	18	171	543

		<u>CR</u>	<u>EQ HRS</u>	<u>STU</u>	<u>STU</u>	<u>CR HRS</u>
Ociepka, Joe						
PSY 103 A LT Intro. to Psych.		3	3	25	75	
PSY 103 D LT Intro. to Psych.		3	3	25	75	
PSY 103 N LT Intro. to Psych.		3	3	43	129	
PSY 211 A LT Superv. & Mgmt.		3	3	10	30	
PSY 275 A LT Educ. Psych.		3	3	27	81	
PSY 103 N LT Intro. to Psy.		3	3	16	48	
		<u>18</u>	<u>18</u>	<u>146</u>	<u>428</u>	
Peterson, Maxine						
PSY 200 A LT Hum. Growth & Dev.		3	3	30	90	
PSY 200 B LT Hum. Growth & Dev.		3	3	67	201	
PSY 200 C LT Hum. Growth & Dev.		3	3	47	141	
PSY 251 A LT Hum. Sex. & Marriage		3	3	47	141	
PSY 251 N LT Hum. Sex. & Marriage		3	3	51	153	
		<u>15</u>	<u>15</u>	<u>242</u>	<u>726</u>	
Steinke, JoAnn						
PSY 217 N LT Abnorm. Psych.		3		20	60	
		<u>3</u>		<u>20</u>	<u>60</u>	
Vrhel, George						
SOC 111 A LT Intro. to Sociology		3	3	32	96	
SOC 111 B LT Intro. to Sociology		3	3	24	72	
SOC 111 C LT Intro. to Sociology		3	3	33	99	
SOC 111 N LT Intro. to Sociology		3	3	26	78	
SOC 256 A LT Race & Ethnic Relat.		3	3	21	63	
		<u>15</u>	<u>15</u>	<u>136</u>	<u>408</u>	
Wharton, Robert						
GOV 163 A LT American Gov.		3	3	26	78	
GOV 163 N LT American Gov.		3	3	26	78	
GOV 164 A LT State & Local Pol.		3	3	15	45	
GOV 232 A LT Intro. to Comp. Gov.		3	3	12	36	
		<u>3</u>		<u>-</u>	<u>-</u>	
Special Assignment to explore internship position for the revised Political Science Curriculum.		<u>12</u>	<u>12</u>	<u>79</u>	<u>237</u>	
<u>SOCIAL SCIENCE TOTALS:</u>	Full-Time	108	108	976	2,948	
	Part-Time	15	-	102	306	

ACADEMIC SKILLS INSTRUCTOR LOAD REPORT

<u>FULL-TIME FACULTY</u>	1974-75		1975-76		1976-77	
	FALL	SPRING	FALL	SPRING	FALL	SPRING
Student Credit Hours	768	1040	1023	918	827	834
Number of Sections	15	15	16	14	15	17
Faculty Members	3	3	3	3	3	3
Average # Student Credit Hours	256	347	341	306	276	278
<u>PART-TIME FAUCLTY</u>	1974-75		1975-76		1976-77	
	FALL	SPRING	FALL	SPRING	FALL	SPRING
Student Credit Hours	103	359	546	614	565	75
Number of Sections	3	7	6	10	11	2
Faculty Members	2	4	5	7	6	2
Average # Student Credit Hours	52	90	109	88	94	37.5
Total Student Credit Hours Full and Part-time staff	871	1399	1569	1532	1392	909

## SPRING 1975

## SUMMARY OF SPRING ENROLLMENT DATA

## SPRING 1976

## SPRING 1977\*

DEPARTMENT	TOTAL STU CR HRS					TOTAL STU CR HRS					TOTAL STU CR HRS													
	NUMBER/FULL-TIME FAC.		CR HRS/FULL-TIME FAC.			NUMBER/PART-TIME FAC.		CR HRS/PART-TIME FAC.			NUMBER/FULL-TIME FAC.		CR HRS/FULL-TIME FAC.			NO./PART-TIME FAC.			CR HRS/PART-TIME FAC.					
ACRICULTURE	348	1	189	3	159						603	1	204	6	399					396	2	282	3	114
BUSINESS	3511	5	2359	12	1152						4153	6	2370	16	1783					3796	6	2679	11	1117
IND & TECHNICAL	1438	4	1028	6	410						3141	6	1869	12	1272					2840	6	1851	11	989
LP NURSING	1260	3	1260	0	0						930	4	930	0	0					778	4	778	1	0
AD NURSING	856	5	856	1	0						733	6	733	0	0					801	5	801	0	0
HUMAN SERVICES	445	0	0	7	445						557	1	320	4	237					484	0	0	8	484
RADIOLOGIC TECH	111	1	111	4	0						111	1	111	4	-					109	1	79	2	30
MEDICAL LAB TECH	112	1	112	4	0						124	1	124	5	-					244	1	192	1	52
COSMETOLOGY	328	0	0	1	328						472	-	-	1	472					436	0	0	1	436
FOOD SERVICE	0	0	0	0	0						112	-	-	1	112					74	0	0	4	74
CRIMINAL JUSTICE	894	2	625	3	269						912	2	702	2	210					665	1	330	7	335
FIRE CONTROL	72	0	0	4	72						60	-	-	3	60					10	0	0	4	10
LIBRARY	42	0	0	2	42						162	-	-	1	162					63	0	0	2	63

\* Incomplete--based on data as of Friday, 1/14/77.

SPRING 1977

FULL-TIME INSTRUCTOR LOAD

			STU	AVERAGE						
			CREDITS	STUDENTS	CR	HRS	STU	CR	HRS	
<b>AGRICULTURE</b>										
<i>Spencer, Norman</i>										
AGR 103N	Intro to Agricultural Business Mgmt	3	3	3	9					
AGR 104A	Prin of Soil Fertility and Fertilizers	3	9	3	27					
AGR 201N	Crop Science	3	19	3	57					
AGR 202A	Agricultural Chemicals and Supplies	3	7	3	21					
AGR 203A	Agricultural Business Seminar	3	3	3	9					
AGR 204A	Agricultural Business Experience II	12	3	3	36					
						159				
<i>Hammer, Tom</i>										
AGR 102A	Agriculture Economics	3	11	3	33					
AGR 116A	Prin of Animal Science	3	6	3	18					
AGR 118N	Swine Management	3	13	3	39					
AGR 219N	Marketing Agriculture Products	3	11	3	33					
BUS 249N	Farm Property Management (2nd 8 weeks)	1	0	0	0					
						123				
<b>AGRICULTURE TOTAL:</b>										
						232		141 (2)		
<b>BUSINESS</b>										
<i>Bailey, Glenn</i>										
SEC 110N	Beginning Shorthand	3	18	3	54					
Secretarial Science Laboratory		15.3	1-2-3	208						
						262				
<i>Burton, Don</i>										
BUS 112A	Human Relations	3	29	3	87					
BUS 112N	Human Relations	3	39	3	117					
BUS 209A	Business Law II	3	24	3	72					
BUS 209N	Business Law II	3	38	3	114					
ECO 111A	Intro to Economics	3	25	3	75*					
						465				
(*ECO 111A included in Arts & Sciences computation -75)										
<i>Dahlberg, Marvin</i>										
BUS 101A	Prin of Accounting	3	39	3	117					
BUS 102A	Fund of Accounting	3	21	3	63					
BUS 102B	Fund of Accounting	3	26	3	78					
BUS 102N	Fund of Accounting	3	21	3	63					
BUS 205N	Prin of Management	3	22	3	66					
BUS 217N	Money and Banking	3	26	3	78					
						465				

## SPRING 1977

FULL-TIME INSTRUCTOR LOAD

			STU			AVERAGE		
			CREDITS	STUDENTS	CR	HRS	STU	CR
<b>Gates, Carl</b>								
BUS 206A	Small Business Management		3	8		24		
BUS 206N	Small Business Management		3	53		159		
BUS 210A	Marketing		3	18		54		
BUS 213N	Retailing		3	32		96		
BUS 216N	Advertising		3	33		99		
						432		
<b>Hartje, Ron</b>								
BUS 106A	Business Mathematics		3	34		102		
BUS 106N	Business Mathematics		3	20		60		
BUS 108A	Business Mathematics II		2	2		4		
BUS 108N	Business Mathematics II		2	2		4		
ECO 140A	Consumer Economics		3	23		69*		
ECO 140N	Consumer Economics		3	21		63*		
SEC 216N	Office Methods		3	17		51		
						353		
(*ECO 140, ECO 140N included in Arts & Sciences computation -132)								
<b>Holland, Wayne</b>								
BUS 100A	Basic Accounting		3	30		90		
BUS 101N	Prin of Accounting		3	59		177		
BUS 202N	Intermediate Accounting II		3	10		30		
BUS 203N	Cost Accounting		3	11		33		
BUS 232B	Occupational Seminar II (Accounting)		1	6		6		
BUS 236B	Occupational Internship II		3	7		21		
						357		
<b>Osborn, Philip</b>								
BUS 103A	Intro to Business		3	23		69		
BUS 103N	Intro to Business		3	35		105		
BUS 232A	Occupational Seminar II		1	17		17		
BUS 232D	Occupational Seminar II		1	13		13		
BUS 236A	Occupational Internship II		3	29		87		
GSP 070A	Fund of Mathematics		V2	19		38		
GSP 071A	Fund of Algebra		V2	8		16		
						345		
<b>TOTAL BUSINESS</b>							2679	382 (7)

SPRING 1977

FULL-TIME INSTRUCTOR LOAD

	CREDITS	STUDENTS	STU	AVERAGE
			CR	HRS

PUBLIC SAFETY

Geldean, Larry

CJS 108A	Criminology	3	11	33
CJS 120A	Intro to Corrections (HCC)	3	11	33
CJS 120N	Intro to Corrections	3	37	111
CJS 227NA	Probation and Parole	3	15	45
SOC 289A	Juvenile Delinquency	3	26	78*
CJS 227N	Probation and Parole	3	10	30
				<u>330</u>

(\*SOC 289A included in Arts and Sciences computation -78)

<u>TOTAL PUBLIC SAFETY</u>	<u>330</u>	<u>330 (1)</u>
----------------------------	------------	----------------

HEALTH

LP Nursing

Grossman, Leona

HEA 093A	Fdns of Modern Bedside Nursing II	9	20	180
HEA 095A	Practice of Modern Bedside Nursing II	6	14	84
				<u>264</u>

Huber, Karen

HEA 093B	Fdns of Modern Bedside Nursing II	9	14	126
HEA 095B	Practice of Modern Bedside Nursing II	6	12	72
				<u>198</u>

Johnson, Rosemary

HEA 095C	Practice of Modern Bedside Nursing II	6	12	72
HEA 193A	Technical Nursing	2	29	58
				<u>130</u>

Melvin, Joan

HEA 093C	Fdns of Modern Bedside Nursing II	9	14	126
HEA 095D	Practice of Modern Bedside Nursing II	6	10	60
				<u>186</u>

<u>TOTAL LP NURSING</u>	<u>778</u>	<u>194 (4)</u>
-------------------------	------------	----------------

## SPRING 1977

FULL-TIME INSTRUCTOR LOAD

	CREDITS	STU STUDENTS	STU	AVERAGE
			CR	HRS

AD NURSING

Eichman, Lois

HEA 221A Mental and Physical Health Problems III 10 17 170

Hain, Carol

HEA 221C Mental and Physical Health Problems III 10 18 180

HEA 222A Developments and Trends in Nursing 1 51 51  
231

Hilton, June

HEA 221B Mental and Physical Health Problems III 10 16 160

Longanecker, Esther

HEA 121A Mental and Physical Health Problems I 6 14 84

Kime, Janet

HEA 121B Mental and Physical Health Problems I 6 26 156

<u>TOTAL AD NURSING</u>	801	160 (5)
-------------------------	-----	---------

MEDICAL LABORATORY TECHNOLOGY

HEA 167A Microbiology for Medical Lab Technicians	4	12	48
HEA 160A Medical Laboratory Science III (5 weeks)	9	9	81
HEA 168A Medical Laboratory Science IV (11 weeks)	7	9	63
			192

<u>TOTAL MEDICAL LAB TECHNOLOGY</u>	192	192 (1)
-------------------------------------	-----	---------

RADIOLOGIC TECHNOLOGY

Meredith, Gil

HEA 195A Intermediate Radiologic Technology	4	11	44
HEA 295A The Radiology Department	3	5	15
HEA 296A Survey of Disciplines Allied to Radiology	4	5	20
			79

<u>TOTAL RADIOLOGIC TECHNOLOGY</u>	79	79 (1)
------------------------------------	----	--------

## SPRING 1977

FULL-TIME INSTRUCTOR LOAD

CREDITS	STUDENTS	CR	HRS	STU	AVERAGE
				STU	CR

INDUSTRIAL AND TECHNICAL

Happach, Ron

EET 252N	Industrial Control	4	28	112
IND 110N	Technical Mathematics I	4	29	116
IND 111N	Technical Mathematics II	4	9	36
MET 212A	Strength of Materials	4	9	36
WLD 100A	Blueprint Reading and Layout	3	17	51
WLD 100N	Blueprint Reading and Layout	3	41	123
				<u>474</u>

Johnson, Steve

WLD 110A	Beginning Welding	4	27	108
WLD 201A	Welding Application	3	4	12
WLD 202N	Inspection Techniques	2	18	36
WLD 211A	Advanced Welding	3	10	30
WLD 211N	Advanced Welding	3	20	60
WLD 212A	MIG and TIG Welding	3	7	21
WLD 212N	MIG and TIG Welding	3	16	48
WLD 250A	Welding Internship	3	6	18
				<u>333</u>

Logemann, Robert

AUT 127A	Internal Combustion Engines	4	20	80
AUT 233A	Automotive Accessories	2	14	28
GSV 016N	Refrigeration and Heating II	2	12	24
MET 221A	Fluid Power	4	20	80
				<u>212</u>

Oster, Charles

EGR 103A	Engineering Graphics	3	10	30
IND 110A	Technical Mathematics I	4	20	80
IND 111A	Technical Mathematics II	4	2	8
MET 201N	Machine Design I	4	24	96
MET 202A	Machine Design II (Restricted to one student)	4	1	4
				<u>218</u>

Parke, Irv

AUT 121N	Autom Service and Repair I	4	27	108
AUT 124A	Engine Electrical Systems	2	15	30
AUT 130A	Carburetion	2	18	36
AUT 227A	Automatic Transmission	4	6	24
AUT 232N	Std Transmission and Drive Line	2	18	36
				<u>234</u>

SPRING 1977

FULL-TIME INSTRUCTOR LOAD

		STU	AVERAGE	
	CREDITS	STUDENTS	CR HRS	STU CR HRS
<b>Smith, Robert</b>				
CON 140N Residential Construction	4	29	116	
CON 240N Estimating	2	12	24	
CON 241A Commercial Construction	4	14	56	
CON 244A Construction Seminar	1	6	6	
CON 245A Material Analysis	4	16	64	
CON 246A Engineering and Construction Internship	2	7	14	
CON 247A Construction Projects	4	6	24	
CON 248A Cabinet Making	4	20	80	
			<u>384</u>	
<b>TOTAL INDUSTRIAL &amp; TECHNICAL</b>		<b>1855</b>		<b>309 (5)</b>

BILLS PAYABLE

JANUARY 24, 1977

EDUCATIONAL FUND

-800-544	VOID CHECK #6796 written December		\$	-86.00
-000-544	POSTMASTER	Postage	6,824	932.38
-813-514-01	SVC STUDENT ACTIVITY FUND	Comm. Serv.	6,825	700.00
-000-550	GEORGE E. COLE	Expenses	6,826	129.11
-800-544	NORMAN SPENCER	Tuition reimb-4 hrs.	6,827	88.00
-000-546	I.C.C.T.A.	Dues	6,828	1,269.60
-418-550	ROBERT CROUSE	Travel	6,829	198.00
	SVC PAYROLL FUND	12-31-76 Payroll	6,830	126,380.62
-000-521	PRUDENTIAL INS. CO.	January Premium	6,831	7,457.76
-000-544	POSTMASTER	Postage	6,832	962.07
	SVC PAYROLL FUND	Jan. 15-'77 Payroll	6,833	<u>93,815.21</u>
				231,844.75

000,543.00	ABRAHAM LINCOLN BOOK SHOP	BOOK	6,834	6.35
000,545.00	AMER ASSN FOR HIGHER EDUC	BOOKS	6,835	24.75
15,543.00	AMERICAN COLL TESTING PROG	SUPPLIES	6,836	18.06
100,543.00	AMERICAN COUNC ON CONSUMER INTERESTS	SUPPLIES	6,837	15.00
712,543.00	AMERICAN JOURNAL OF NURSING	SUPPLIES	6,838	15.00
512,543.00	AMERICAN LIBRARY COLOR SLIDE CO	SUPPLIES	6,839	14.25
711,543.00	AMERICAN SOCIETY OF CLINICAL PATH	SUPPLIES	6,840	13.00
812,541.01	AMERICAN VOC ASSN	SUPPLIES	6,841	12.25
000,541.00	ARROW BUSINESS SYSTEMS	SUPPLIES	6,842	711.01
000,546.00	ASSN OF GOVERNING BOARDS	DUES	6,843	240.00
400,543.00	ASSN STERLING FILMS	SUPPLIES	6,844	14.00
300,543.00	ASSN STERLING FILMS	SUPPLIES	6,845	1.20
200,544.02	A V CENTER UNIV OF IA	SUPPLIES	6,846	4.40
316,543.00	AUGSBURG PUBL HOUSE	SUPPLIES	6,847	11.99
200,545.00	BAKER & TAYLOR CO	BOOKS	6,848	146.96
200,545.00	BAKER & TAYLOR CO	BOOKS	6,849	1,155.82
200,544.00	JAMES BARBER	REIMB 5 HRS 129.50		
213,550.00	X X	TRAVEL 48.41	6,850	177.91
200,543.00	BLACK & CO.	SUPPLIES 60.98		
200,565.01	X X	EQUIP 810.00	6,851	870.98
200,543.00	BOGOTT INDUS SUPPLY	SUPPLIES 1261.02		
200,543.00	X X X	X X 1.00	6,852	1,262.02
212,514.01	BOOK CLUB DEPT	SUPPLIES	6,853	2.38
200,565.01	BRUNING DIVISION	EQUIPMENT	6,854	426.81
200,530.00	BURROUGHS CORP	SERVICE CONTR	6,855	63.80
200,556.00	CAMP REYNOLDSWOOD	ORIENTATION	6,856	237.50
200,575.00	CENTRAL TELEPHONE CO	SERVICE	6,857	1,790.57
200,550.00	WALTER CLEVENGER	TRAVEL	6,858	10.50
200,541.00	COLLEGE ADMINISTRATION PUBLIC	SUPPLIES	6,859	175.00
200,541.00	COLLEGE ENTRANCE EXAM BOARD	SUPPLIES	6,860	75.00

0.000.544.02	COLORCRAFT CORP	SUPPLIES	6,861	44.23
6.000.573.00	COMMONWEALTH EDISON CO	SERVICE	6,862	9,677.52
0.315.543.00	COMPUTER MICROFILM INTERNTL	SUPPLIES	6,863	5.26
0.000.545.00	CONGRESSIONAL QUARTERLY INC	BOOK	6,864	9.45
0.400.543.00	CONTEMPORARY MCGRAW HILL FILMS	SUPPLIES	6,865	38.00
0.418.550.00	WAYNE COOPER	TRAVEL	6,866	144.00
0.815.543.00	COUNCIL FOR BASIC EDUC	MEMBERSHIP	6,867	7.50
0.711.543.00	CURTIN MATHESON SCIENTIFIC	SUPPLIES	6,868	41.44
0.815.543.00	THE DAILY GAZETTE	SUPPLIES	6,869	23.00
0.300.543.00	DIXON AGE HARDWARE	SUPPLIES	6,870	4.07
0.000.544.02	DIXON CAMERA CENTER	SUPPLIES	6,871	33.40
0.300.543.00	DIXON GARAGE SUPPLY	SUPPLIES	6,872	11.08
0.712.543.98	DIXON SPORT SHOP	SUPPLIES	6,873	42.00
0.000.545.00	DOV JONES BOOKS	SUPPLIES	6,874	11.20
2.000.550.00	ROBERT EDISON	BOOKS	6,875	25.00
0.800.544.00	X X	TRAVEL 105.14		
0.815.543.00	EDUC SUBSCR SERV	REIMB 4 HRS 72.00	6,876	177.14
1.000.556.00	EMERALD HILL	SUPPLIES	6,877	32.00
0.100.543.00	FAIRCHILD PUBLICATIONS	LUNCHEONS	6,878	108.90
0.412.543.00	FIRE EXTINGUISHER SALES & SERV	SUPPLIES	6,879	10.02
0.711.543.00	FISHER SCIENTIFIC CO	SUPPLIES	6,880	54.50
1.000.531.00	DR THOMAS FLYNN	SERVICES	6,881	874.49
2.000.554.00	FREEPORT JOURNAL STANDARD	ADS	6,882	250.00
0.000.545.00	GALE RESEARCH CO	BOOKS	6,883	22.00
3.000.550.00	RALPH GELANDER	TRAVEL	6,884	25.95
0.711.543.00	GIBCO DIAGNOSTICS	SUPPLIES	6,885	19.20
0.800.544.00	LEONA GROSSMAN	REIMB 10 HRS	6,886	18.78
0.100.543.00	GROUP 3	SUPPLIES	6,887	286.75
0.712.550.00	CAROL HAIN	TRAVEL	6,888	178.00
0.511.543.00	HALLS L P GAS SERVICE	SUPPLIES	6,889	48.30
2.000.545.00	HARPER & ROWPUBL	BOOKS	6,890	31.50
0.511.543.00	HASKELLS	SUPPLIES 2.06	6,891	137.50
2.000.541.00	X X	7.61		
2.000.585.00	X X	EQUIP 849.00	6,892	858.67
2.000.545.00	HAVERFORD HOUSE	BOOK	6,893	9.85
2.000.545.00	HAWKHILL ASSOCIATES	BOOKS	6,894	94.00
2.000.544.01	HECKMAN BINDERY	SUPPLIES	6,895	38.31
2.000.593.00	HIGHLAND COMM COLLEGE	TUITION	6,896	1,156.98
2.000.585.00	THE HIGHSMITH CO	EQUIPMENT	6,897	148.20
4.316.550.00	RICHARD HOLTAM	TRAVEL	6,898	58.80
4.000.545.00	HOSPITAL EDUCATORS RES CATALOG	BOOK	6,899	21.50
1.713.550.00	KAREN HUBER	TRAVEL	6,900	10.52
.000.575.00	ILLINOIS BELL TELEPHONE	SERVICE	6,901	200.48
.416.543.00	INTERNATIONAL ASSN CHIEFS OF POLICE	SUPPLIES	6,902	17.62
.000.539.00	I B M	SERVICE	6,903	245.42
.000.562.00	I B M	EQUIP RENTAL	6,904	383.10
.000.545.00	JOHN JAY PRESS	BOOK	6,905	4.95
3.000.550.00	STEVEN JOHNSON	TRAVEL	6,906	855
.100.543.00	JOINT COUNCIL ON ECONOMIC EDUC	SUPPLIES	6,907	2.50
.416.550.00	KAL LINES	TRAVEL 115.00		
.471.255.00	X X	240.00		
1.713.543.00	K S B HOSPITAL	SUPPLIES	6,908	355.00
			6,909	17.55

0800544.00	JAN KIME	REIMB 6 HRS	6,910	12950
2,000.541.00	KIPLINGER WASHINGTON LETTER	SUBSCR	6,911	36.00
2,100.543.00	DR DONALD KIRKPATRICK	SUPPLIES	6,912	16.47
2,000.593.00	KISHWAUKEE COLLEGE	TUITION	6,913	114.24
2,300.543.00	LAND MARK ENGINEERING	SUPPLIES	6,914	14.98
2,811.550.02	FRED LANDOLT	TRAVEL	6,915	2955
2,300.544.00	DAVID LOVEKIN	REIMB 3 HRS	6,916	75.50
2,812.541.01	MAN AND MANAGER	SUBSCR	6,917	40.56
2,300.543.00	MEANS SERVICES	SUPPLIES	6,918	15.75
2,000.545.00	MEDIA RESEARCH & DEVEL	BOOKS	6,919	120.00
2,000.544.00	JOAN MELVIN	REIMB 3 HRS	6,920	70.50
2,000.530.00	MIDWEST VISUAL EQUIP	SERVICE 135.90		
2,000.565.00	X X X	EQUIP 730.10	6,921	866.00
2,000.544.02	3M COMPANY	SUPPLIES 485.02		
2,000.565.00	X X	EQUIP 636.00	6,922	1,121.02
2,300.543.00	MITCO	SUPPLIES	6,923	33.35
2,000.541.00	MOORE BUSINESS FORMS	SUPPLIES	6,924	160.81
2,000.530.00	ED MUELLER A V	SERVICE	6,925	98.25
2,300.542.00	MULTIGRAPHICS DIVISION	SUPPLIES	6,926	217.48
2,15.543.00	N.A.P.C.A.E	SUPPLIES	6,927	8.00
2,312.530.01	NACHUSA HOUSE	LUNCHEONS	6,928	22.22
2,000.541.00	N C R CORP	SUPPLIES 145.50		
2,000.562.00	X X	1323.00	6,929	1,468.50
711.550.00	HAROLD NELSON	TRAVEL	6,930	42.60
4316.543.00	NORTHERN ILL UNIV	SUPPLIES 13.90		
1,400.543.00	X X X	31.13		
1,600.543.00	X X X	26.30	6,931	71.33
2,800.544.00	JOHN OBANION	REIMB 6 HRS	6,932	129.50
2,000.547.00	OGLE COUNTY LIFE	SUBSCR	6,933	6.00
2,000.530.00	OPTICAL SCANNING CORP	SERVICE	6,934	105.00
711.543.00	ORTHO DIAGNOSTICS	SUPPLIES	6,935	97.20
800.544.00	CHARLES OSTER	REIMB 3 HRS	6,936	75.50
2,000.550.00	CAROLINA PENA	TRAVEL	6,937	4.50
2,125.543.00	JW PEPPER OF DETROIT	SUPPLIES	6,938	127.09
316.543.00	PERENNIAL EDUCATION INC	SUPPLIES	6,939	40.50
2,000.550.00	FRANK PINTOZZI	TRAVEL	6,940	13.94
714.543.00	PLASTICAN CORP	SUPPLIES	6,941	45.87
2,000.545.00	POLITICAL RESEARCH INC	BOOKS	6,942	147.25
2,11.543.00	THE PRINT SHOP	SUPPLIES 4.50		
2,000.547.00	X X	81.00	6,943	85.50
2,13.550.00	PROPHETSTOWN PARK DIST	COMM ED	6,944	200.00
2,125.543.00	PUBLISHERS CENTRAL BUREAU	SUPPLIES	6,945	24.26
2,300.543.00	RATZLAFF FORD TRACTOR SALES	SUPPLIES	6,946	22.13
2,000.550.00	ELEANOR RIDENHOWER	TRAVEL	6,947	8.10
2,200.543.00	ROBERTS FLOWERS	SUPPLIES	6,948	306.00
2,000.547.00	ROCHELLE NEWS LEADER	SUBSCR	6,949	10.00
2,000.585.01	ROCKFORD SAFETY EQUIP CO	EQUIPMENT	6,950	87.80
2,000.547.00	ROCKFORD NEWSPAPERS	SUBSCR	6,951	9.26
2,125.543.00	ROSE DISCOUNT RECORD STORE	SUPPLIES	6,952	26.40
2,000.543.00	SARGENT WELCH SCI CO	SUPPLIES 9.99		
711.543.00	X X X	17.75	6,953	27.74

117,543.00	SVC BOOKSTORE	SUPPLIES	11.65		
300,543.00	X X	1.82			
500,543.00	X X	10.71			
511,543.00	X X	10.65			
512,543.00	X X	30.73			
00,543.00	X X	2.00			
714,543.00	X X	26.84			
000,542.00	X X	.99			
000,543.01	X X	2.50			
811,541.02	X X	3.93			
000,541.00	X X	2.90			
000,541.00	X X	22.82			
000,541.00	X X	3.80			
000,541.00	X X	2.08			
000,541.00	X X	1.47	6,954	134.89	
714,543.00	SVC BUILDING FUND	TRUCK USE	6,955	1.20	
300,530.00	SAW SERVICE SHOP	SERVICES	6,956	10.95	
500,543.00	SCHOLASTIC MAGAZINES	SUPPLIES	6,957	33.00	
711,543.00	SCIENTIFIC PRODUCTS	SUPPLIES	6,958	170.48	
300,543.00	SEARS ROEBUCK & CO	SUPPLIES	41.18		
000,585.01	X X X	EQUIP	213.73	6,959	254.91
800,544.00	MICHAEL SEGUIN	REIMB 3 HRS	6,960	75.50	
712,550.00	SERVOMATION CORP	LUNCHEON	6.96		
713,550.00	X X	6.95			
313,550.00	X X	19.66	6,961	33.57	
000,547.00	B G SHAW PRINTING CO	SUPPLIES	2695.00		
000,544.00	X X X	POSTAGE	773.20	6,962	3,468.20
714,543.00	SHELDON ENTERPRISES	SUPPLIES	6,963	23.26	
512,530.00	SHIPPERTS MOVING & STORAGE	SERVICES	6,964	90.00	
115,543.00	SIMON & SCHUSTER INC	SUPPLIES	6,965	2.61	
300,542.00	GLENN SPUTE	SUPPLIES	6,966	157.85	
000,541.00	STANDARD REGISTER CO	SUPPLIES	6,967	441.76	
711,543.00	STERLING BUS MACHINES	SUPPLIES	40.37		
000,542.00	X X X	8.30			
612,541.01	X X X	31.24			
312,541.02	X X X	64.31			
000,544.01	X X X	2.05			
000,541.00	X X X	14.98			
000,541.00	X X X	466.72			
000,539.00	X X X	18.00			
000,545.00	X X X	171.53	6,968	817.50	
310,530.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	6,969	6,800.00	
714,543.00	SUPERTECH INC	SUPPLIES	6,970	32.57	
200,543.00	SWARTLEYS GREENHOUSE	SUPPLIES	16.00		
000,546.00	X X X	FLOWERS	12.00	6,971	28.00
000,547.00	ED THOMPSONS	PUB RELA	6,972	70.50	
400,550.00	TWIN CITY TRAVEL	TRAVEL-FOSTER	6,973	98.00	
000,545.00	TWO CONTINENTS PUBL GROUP	BOOKS	6,974	46.33	
000,541.00	UARCO INC	SUPPLIES	6,975	134.88	
16,543.00	UNIV OF ILL	SUPPLIES	19.80		
400,543.00	X X	18.75			
500,543.00	X X	17.70	6,976	56.25	

000,544.01	UNIVERSITY MICROFILMS	SUPPLIES	6,977	555.09
512,543.00	WALTON MUSIC CORP	SUPPLIES	6,978	214.88
000,531.00	WARD WARD CASTENDYCK MURRAY	& PACE SERVICES	6,979	307.50
600,543.00	WARDS NATURAL SCI EST	SUPPLIES	6,980	86.91
000,544.00	MACK WARREN	RECRUITMENT 9.00		
000,550.00	X X	TRAVEL 52.80	6,981	61.80
000,585.01	WELDERS SUPPLY CO	EQUIPMENT	6,982	30.25
000,565.00	WENTSEL WILKINS LOWE & WHEELER	COMP INS	6,983	1,013.00
000,545.00	WEST PUBL CO	BOOKS	6,984	102.00
000,545.00	WESTVIEW PRESS INC	BOOKS	6,985	33.37
822,345.99	JOHN WILEY & SONS	BOOKS	6,986	87.07
000,593.00	RONALD WILLIAMS	TRAVEL	6,987	7.50
000,541.00	JOHN WOOD COMM COLLEGE	TUITION	6,988	355.60
000,541.00	WRIGHT LINE INC	SUPPLIES 22.00		
000,541.00	X X X	22.00	6,989	44.00
000,541.00	WRITING SALES INC	SUPPLIES	6,990	123.81
000,544.03	XEROX CORP	SUPPLIES	6,991	30.40
711,543.00	SVC IMPREST FUND	MISC EXPENSES	6,992	1,492.37
	SVC PETTY CASH	SUPPLIES 1.98		
813,550.00	X X	1.50		
600,543.00	X X	1.02		
000,544.02	X X	1.19		
000,541.00	X X	.61		
800,542.00	X X	1.88		
000,549.00	X X	5.61	6,993	13.79
000,542.00	I B M CORP	ADDTL MAINT CONTR	6,994	17.90

47,236.29

Cks. #6824 - 6833 and void #6796

231,844.75

\$ 279,081.04

BUILDING FUND

6-000-571	NORTHERN ILL. GAS CO.	Service	4,429	\$ 475.53
0-000-544	FARM & FLEET	Supplies	4,430	<u>153.45</u>
				\$ 628.98
1,000.530.00	BAUDER MACHINE WORKS	SERVICE	4,431	21.00
0.000.544.00	J L BONNELL & SONS	SUPPLIES	4,432	22.41
000.544.00	BRENTS MAILING EQUIP CO	SUPPLIES	4,433	15.86
8,800.544.00	BIXON GARAGE HARDWARE SUPPLY	SUPPLIES	4,434	20.06
0.000.544.00	DIXON MOTORS	SUPPLIES	4,435	12.77
0.000.544.00	NORMAN J EARNST	SUPPLIES	4,436	63.00
0.000.544.00	GOLDBLATT TOOL CO	SUPPLIES	4,437	88.50
0.000.544.00	W W GRAINGER INC	SUPPLIES	4,438	71.51
0.000.550.00	GLADYS GUNTLE	TRAVEL	4,439	6.30
0.000.544.00	HILLS ELECTRIC MOTOR SERVICE	SUPPLIES	4,440	107.79
1,000.530.00	I B M	SERVICE	4,441	14.65
0.000.544.00	KRADLES	SUPPLIES	4,442	3.02
1,000.530.00	MCLANE & MCLANE	SERVICES	4,443	18.029.78
1,000.530.00	DAVID MAYES	SERVICES	4,444	150.00
0.000.544.00	MIDWEST SHOP SUPPLIES	SUPPLIES	4,445	97.87
1,000.530.00	MONTGOMERY ELEVATOR CO	SERVICE	4,446	353.94
0.000.544.00	MORGAN LINEN SERVICE	SUPPLIES	4,447	81.45
1,000.544.00	MOTT BROS SUPPLIES	SUPPLIES	4,448	83.38
1,000.571.00	NORTHERN ILL GAS	SERVICE	4,449	10.750.11
1,000.544.00	P & W SUPPLY CO	SUPPLIES	4,450	33.60
1,000.544.00	ROBERT E PETERSON CO	SUPPLIES	4,451	478.92
1,000.544.00	POLLUTION CONTROL INC	SUPPLIES	4,452	8.58
1,000.530.00	ROCK VALLEY DISPOSAL SERV	SERVICE	4,453	10.00
1,000.544.00	JOHN SANDBERG	SUPPLIES	4,454	241.03
1,000.544.00	SVC BOOKSTORE	SUPPLIES	4,455	2.80
1,000.544.00	SVC EDUCATIONAL FUND	SUPPLIES	4,456	8.60
1,000.544.00	SEARS ROEBUCK & CO	SUPPLIES	4,457	51.70
1,000.544.00	STEWART TRUCK & EQUIP	SUPPLIES	4,458	198.15
1,000.530.00	JOE TULLYS AUTO REPAIR	SERVICE	4,459	37.00
1,000.544.00	WESTERN AUTO STORE	SUPPLIES	4,460	3.89
1,000.544.00	GESCO	SUPPLIES	4,461	31.10
1,000.530.00	YOUNGRENS REFRIGERATION	SERVICE	4,462	137.95
1,000.544.00	SVC PETTY CASH	SUPPLIES	4,463	2.94
1,000.544.00	SVC IMPREST FUND	MISC EXPENSES	4,464	30.70
				31,283.86
		Cks. #4429 & 4430		<u>628.98</u>

TOTAL BUILDING FUND FOR JANUARY

\$ 31,912.84

SITE AND CONSTRUCTION FUND

-000-589 FRANKE AND MILLER Services 581 \$ 5.51

TOTAL SITE AND CONSTRUCTION FOR JANUARY \$ 5.51

BOND AND INTEREST #2

-000-569-02 CENTRAL NATIONAL BANK OF STERLING Fees 12 \$ 81.50

TOTAL BOND & INTEREST #2 for JANUARY \$ 81.50

## MPREST FUND

20-000-545	Barnes & Noble Bookstore	Books	3623	\$ 12.70
92-000-544	United Parcel Service	Service	3624	2.00
20-000-545	L.E. Publishers, Inc.	Book	3625	7.90
92-000-544	Postmaster	Postage	3626	25.00
32-000-550	I.A.S.B.O.	Meeting	3627	45.00
40-500-543	Pergamon Press, Inc.	Supplies	3628	4.80
92-000-544	United Parcel Serv ice	Service	3629	2.00
70-000-544	Sheed & Ward, Inc.	Supplies	3630	5.95
10-600-543	C.R.C. Press Inc.	Supplies	3631	153.30
10-815-543	Motor Trend	Subscr.	3632	7.50
10-117-543	Robert Bates	Supplies	3633	17.56
	VOID CHECK		3634	
10-813-550	Richard Hamlin	Travel	3635	7.35
10-714-543	A.S.R.T.	Supplies	3636	10.00
92-000-544	Postmaster	Postage	3637	25.00
92-000-544	Postmaster	Postage	3638	100.00
92-000-544	United Parcel Serv ice	Service	3639	2.00
92-000-544	Postmaster	Postage	3640	50.00
31-000-556	George Cole	Xmas party	3641	180.19
0-000-544	Watesco	Supplies	3642	24.75
92-000-544	Postmaster	Postage	3643	13.00
0-316-543	Audrey Conant	Workshop	3644	7.09
0-000-545	L.E. Publishers, Inc.	Book	3645	6.50
45-000-541	Freeport Fast Freight	Freight chgs.	3646	16.45
2-000-544	Postmaster	Postage	3647	145.00
2-000-544	Postmaster	Postage	3648	553.93
0-316-543	The National Institute for Foodservice Industry	Supplies	3649	13.50
2-000-544	United Parcel Service	Service	3650	3.08
48-000-541	Film Study Programs	Supplies	3651	13.95
2-000-544	United Parcel Service	Service	3652	5.30
2-000-544	Postmaster	Postage	3653	25.00
2-000-544	United Parcel Service	Serv ice	3654	3.91
0-512-543	Max Guinnup	Supplies	3655	5.86
8-000-541	University Associates, Inc.	Supplies	3656	17.50
0-000-544-01	Focus International Inc.	Supplies	3657	10.00
				1,523.07

EDUCATIONAL FUND - 1492.37

BUILDING FUND - 30.70

alance in fund - 1500.93  
 sbursements - 1523.07  
 tal in fund - 3024.00

SAUK VALLEY COLLEGE

APPROVED BY

Donald F Caplan  
PRESIDENT

Erman Sulzrapp  
SECRETARY

DATE 12/1/86

TREASURER'S REPORT

December 31, 1976

BUILDING FUND

Balance on Hand November 30, 1976 \$ 184,767.73

Receipts:

Taxes	22,005.55	
Misc. Revenue	761.00	
Expenditure Credits	<u>17.60</u>	<u>22,784.15</u>

Total Available \$ 207,551.88

Disbursements:

Expenses for December	10,576.59	
Investments	<u>125,000.00</u>	<u>\$ 135,576.59</u>

Balance on hand December 31, 1976 \$ 71,975.29

EDUCATIONAL FUND

Balance on Hand November 30, 1976 \$ 236,634.10

Receipts:

Taxes	88,055.39	
Charge-Back Revenue	236.74	
Federal Work Study	9,666.81	
Fall Tuition	115,419.75	
Transcript Fees	88.25	
Other Revenue	42.40	
Expenditure Credits	<u>3,101.28</u>	<u>216,610.62</u>

Total Available \$ 453,244.72

Disbursements:

Expenses for December		304,478.15
-----------------------	--	------------

Balance on Hand December 31, 1976 \$ 148,766.57

SITE AND CONSTRUCTION FUND - Dixon National Bank

Balance on Hand November 30, 1976 \$ 73,442.04

Receipts:

Interest on Investments	4,500.00	
Rental Income	<u>5,373.34</u>	<u>9,873.34</u>
Total Available		\$ 83,315.38

Disbursements: Expenses for December \$ 1,899.15

Balance on Hand December 31, 1976 \$ 81,416.23

STATE AND CONSTRUCTION FUND - Harris Trust

Balance on Hand November 30, 1976	\$ 6,811.09
Receipts:	-0-
Disbursements:	-0-
Balance on Hand December 31, 1976	\$ <u>6,811.09</u>

BOND AND INTEREST FUND #1

Balance on Hand November 30, 1976	\$ 268,617.31
Receipts:	
Taxes	40,711.11
Interest on Investments	<u>3,256.16</u>
	<u>43,967.27</u>
Total Available	\$ 312,584.58

Disbursements:

Investments	43,630.11
Bond Principal	225,000.00
Bond Interest	43,425.00
Service Charges	<u>149.37</u>
	<u>312,204.48</u>
Balance on Hand December 31, 1976	\$ <u>380.10</u>

BOND AND INTEREST FUND #2

Balance on Hand November 30, 1976	\$ 30,545.64
-----------------------------------	--------------

Receipts:	
Investments	109,400.00
Taxes	15,057.30
Interest on Investments	<u>859.59</u>
	<u>125,316.89</u>
Total Available	\$ 155,862.53

Disbursements:

Investments	46,359.59
Bond Principal	105,000.00
Bond Interest	<u>4,400.00</u>
	<u>155,759.59</u>
Balance on Hand December 31, 1976	\$ <u>102.94</u>

WORKING CASH FUND

Balance on Hand November 30, 1976	\$ 36,201.77
<u>Receipts:</u>	-0-
<u>Disbursements:</u>	-0-
Balance on Hand December 31, 1976	\$ <u>36,201.77</u>

\*\*\*\*\*

FUNDS INVESTED

Time-Open Deposit	B & I #1	\$ 40,600.00
Time-Open Deposit	B & I #1	99,852.06
Certificate of Deposit	S & C	50,000.00
Time-Open Deposit	B & I #2	14,136.92
Certificate of Deposit	B & I #1	45,000.00
Certificate of Deposit	S & C	339,753.35
Time-Open Deposit	S & C	150,000.00
Certificate of Deposit	Working Cash	238,265.36
Certificate of Deposit	Working Cash	302,958.90
Certificate of Deposit	Building	51,964.19
Certificate of Deposit	Building	125,000.00
	<b>Total Invested</b>	<b>\$ 1,457,530.78</b>

SAUK VALLEY COLLEGE

E.O.G. - WORK STUDY FUNDS

Period Ending 12/31/76

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

Cash . . . . .	\$ (-297.75)
Work Study Awards Available from Fed. Gov. 1976-77 . . . . .	69,656.00
Work Study Awards Capital 1976-77 . . . . .	111,156.00
Work Study Awards Paid 1976-77 . . . . .	51,303.12
E.O.G. Funds Receivable from Fed. Gov. 1976-77 . . . . .	32,290.00
Initial Year E.O.G. Awards Capital 1976-77 . . . . .	29,420.00
Initial Year E.O.G. Awards Paid 1976-77 . . . . .	16,804.42
Renewal Year E.O.G. Awards Capital 1976-77 . . . . .	22,870.00
Renewal Year E.O.G. Awards Paid 1976-77 . . . . .	14,668.50
Basic E.O.G. Program Awards Receivable from Fed. Gov. 1976-77 . . . . .	145,908.00
Basic E.O.G. Program Awards Capital 1976-77 . . . . .	237,610.00
Basic E.O.G. Program Awards Paid 1976-77 . . . . .	135,935.81
Inactive Federal Grants . . . . .	65,212.10
	<u>\$466,268.10</u>
	<u>\$466,268.10</u>

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 12/31/76

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

ASSETS:

Cash in Bank #1 . . . . .	\$ 224.44
Cash in Bank #2 . . . . .	216.41
Notes Receivable #1 . . . . .	1,323.00
Notes Receivable #2 . . . . .	2,365.00
	<u>\$4,128.85</u>

LIABILITIES AND NET WORTH:

Fund Equity #1 . . . . .	1,949.15
Net Loss #1 . . . . .	(401.71) . . 1,547.44
Fund Equity #2 . . . . .	2,560.00
Net Profit #2 . . . . .	21.41 . . 2,581.41
	<u>\$4,128.85</u>

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

INCOME:

Interest Income #1 . . . . .	73.29
Bad Debts Repaid #1 . . . . .	\$ 120.00
Interest Income #2 . . . . .	\$ 198.29
	\$ 21.41

EXPENSES:

Bad Debts #1 . . . . .	\$ 600.00
Net Loss #1 . . . . .	<u>\$(-401.71)</u>
Net Profit #2 . . . . .	<u>\$ 21.41</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 12/31/76

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

ASSETS:

Cash in Bank . . . . .	\$ 3,217.71
Petty Cash . . . . .	300.00
Investments . . . . .	15,935.46
Inventory 6/30/76 . . . . .	40,539.36
	<u>\$ 59,992.53</u>

LIABILITIES AND NET WORTH:

Fund Equity . . . . .	\$98,989.41
Net Loss . . . . .	(-38,996.88)
	<u>\$ 59,992.53</u>

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

INCOME:

Textbook Sales . . . . .	\$ 88,674.07
Supplies Sales . . . . .	10,041.81
Miscellaneous Sales . . . . .	5,127.27
Paperback Sales . . . . .	1,300.90
Used Book Sales . . . . .	3,628.09
Sales Tax Collected . . . . .	4,935.65
Investments Income . . . . .	810.46
Other Income . . . . .	87.63
	<u>\$114,605.88</u>

EXPENSES:

Textbook Purchases . . . . .	\$125,141.07
Supplies Purchases . . . . .	3,064.38
Miscellaneous Purchases . . . . .	2,513.19
Paperback Purchases . . . . .	1,311.26
Used Book Purchases . . . . .	2,437.63
Sales Tax Paid . . . . .	4,493.61
Salaries and Wages . . . . .	5,779.18
Transportation Charges . . . . .	2,916.33
Supplies Expense . . . . .	374.63
Equipment . . . . .	46.35
Telephone . . . . .	130.79
Dues and Subscriptions . . . . .	16.00
Other Expense . . . . .	377.37
Over and Under . . . . .	.97
	<u>\$ 153,602.76</u>

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

\$(-38,996.88)

RESTRICTED PURPOSES FUND

STATEMENT OF INCOME & EXPENSE

December 31, 1976

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Comprehensive Fee Income	\$31,563.52
Athletic Income	63.00
Drama Income	1,138.00
Student Activity Income	715.85
Film Income	298.20
Cash Over & Under	11.15
Other Income-Student Activity Fund Only	.50
<b>TOTAL INCOME</b>	<b>\$33,790.22</b>

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$18,140.00	\$ 6,718.74
Cheerleaders & Pom Pom Exp.	600.00	96.50
Speech Activities/Reader's	4,400.00	2,456.44
Drama Expense	2,500.00	1,913.96
Music Expense	2,800.00	892.24
Student Activity Expense	19,250.00	5,926.38
Student Newspaper Expense	3,000.00	1,171.31
Student Magazine Expense	3,000.00	- 0 -
Associated Student Board	2,800.00	1,288.87
Women's Intercollegiate Act.	9,960.00	5,300.30
Intramurals - Coed	2,000.00	1,051.92
Clubs	2,000.00	- 0 -
Contingency Expense/Equipment	1,500.00	77.50
Contingencies/Non-Budgeted	4,750.00	- 0 -
	<b>\$76,700.00</b>	<b>\$26,894.16</b>

**TOTAL EXPENSE** 26,894.16

Excess of Revenue over  
Expenditures, as of  
December 31, 1976

\$ 6,896.06

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

December 31, 1976

<u>ASSETS</u>	<u>REVOLVING AGENCY FUND LIABILITIES</u>	<u>AMOUNT</u>
Cash In Bank \$133,558.67	Student Tuition \$234,495.00	
Petty Cash 580.00	Out-of-District Fees 9,488.23	
Accts. Rec. 228,664.24	Due Educational Fund 1,200.09	
	Due Building Fund 562.56	
	Due Student Loan Fund 574.26	
	Due Bookstore 1,435.37	
	Tuition Refunds (1,048.00)	
		\$246,707.51
<u>RESTRICTED AGENCY FUND LIABILITIES</u>		
Child Care Operations \$ 514.47		
Parking 9,443.85		
Recreation Room Fund 2,779.56		
Student Locker Fund 91.30		
Land Lab 4,652.99		
Community Services 9,299.64		
Child Care Center 375.03		
EMTA Grant (4,423.67)		
Photography Supplies 868.71		
LPN Supplies 214.67		
Title II Library 3,918.00		
Law Enforcement Grants 4,239.69		
Nursing Capitation 121.05		
Vets Cost of Instruction 18,435.00		
1974-75 Disadvantaged Gt. 1,327.03		
1975-76 Disadvantaged Gt. 4,847.58		
1976-77 Disadvantaged Gt. 24,214.42		
CETA Public Services (1,778.35)		
Housekeeping Specialist 25.37		
Benefit for B. Tomorrow 1,189.28		
Miscellaneous 1,344.70		
CETA C/S Secretarial (4,353.64)		
CETA C/S Welding (2,186.53)		
1975-76 ICCB Pub. Serv. 1,262.42		76,423.57
<u>FUND EQUITY</u>		
July 1, 1976	\$32,775.77	
Excess of Revenue over Expenditures, as of December 31, 1976	6,896.06	
		39,671.83
<u>TOTAL ASSETS</u> \$362,802.91	<u>TOTAL LIABILITIES &amp; FUND EQUITY</u>	<u>\$362,802.91</u>

STUDENT ACTIVITY

December 31, 1976

Balance On Hand, November 30, 1976	\$ 73,308.81
December Receipts	<u>197,529.16</u>
	270,837.97
Disbursements for December 1976	<u>137,324.30</u>
	133,513.67
J. V. #46, Void chk. #1205, J. Davis	<u>45.00</u>
Balance, December 31, 1976	<u>\$133,558.67</u>

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
1294	KAL Lines	#254 Wrestling/Walrath, Transportation to Sugar Grove, 11/20/76	79.75
1295	National On Campus Report	#260 Student Activity, Subscription	18.00
1296	VOID		
1297	Claire Holmberg	-#256 Cheerleading Exp. \$11.08, Meals at IVCC, 11/30/76, #266 Women's Intercollegiate Exp. \$23.30, Meals at IVCC, 11/30/76	34.38
1298	Frank Palumbo	-#251 Athletic Exp/Palumbo, Meals for basketball team, IVCC, 11/30/76	45.00
1299	University of Illinois Athletic Assn.	-#254 Wrestling/Walrath, Entry fee for U. of I. Invitational, seven wrestlers @ \$4.00	28.00
1300	Larry Young	-#251 Athletic Exp/Palumbo, Officiating basketball game with Wright J. C., 12/4/76	30.00
1301	Frank Cesarek	-#251 Athletic Exp/Palumbo, Officiating basketball game with Wright J. C., 12/4/76	30.00
1302	Klinger Paint Co., Inc.	-#258 Drama Expense, Paint for "The Contest"	62.30
1303	Crown Printing Co.	-#258 Drama Expense, Posters	52.50
1304	Frank Palumbo	-#251 Athletic Exp/Palumbo, Meals for basketball team, Sugar Grove, 12/2/76	70.00
1305	Lee FS, Inc.	-#334 Land Lab, Di-Ammonium Phosphate & Potash	465.60
1306	Tri-County Press	-#262 Student Newspaper, Sauk Talk papers	62.50
1307	Tim Cox	-#266 Women's Intercollegiate, Officiating for women's basketball game, 12/1/76	15.00
1308	David Moody	-#266 Women's Intercollegiate, Officiating women's basketball game, 12/1/76	15.00
1309	SVC Student Loan Fund	-#318 Due Student Loan, Loans paid during November 1976	801.71

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
1310	SVC Educational Fund	#302 Out-of-District Fees \$236.74, #315 Due Educational Fund \$807.22, Trial Balance, November 30, 1976	1,043.96
1311	SVC Building Fund	#316 Due Building Fund, Trial Balance	778.60
1312	SVC Bookstore	#319 Due Bookstore, Trial Balance	119.29
1313	Earl E. Brown	#103 Accts. Receivable, Military Grant, Fall	15.00
1314	Leroy K. Swanson	#103 Accts. Receivable, Military Grant, Fall	15.00
1315	Bum Austin Chevrolet Co.	#257 Speech Activities, Car rental, Bowling Green, KY, 11/6/76	176.16
1316	Sigrid Niederer	#257 Speech Activities, Photography for Reader's Theatre	25.51
1317	Paul Lancaster	#254 Wrestling/Walrath, Transportation, U. of Il. Invitational, 12/3-12/4/76	49.50
1318	Chuck Walrath	#254 Wrestling/Walrath, U. of Il. Invitational, transportation and meals, 12/3-12/4/76	94.29
1319	KAL Lines	#251 Athletic Exp/Palumbo \$45.00, #266 Women's Inter-collegiate \$45.00, Transportation for basketball teams at Oglesby, 11/30/76	90.00
1320	Iowa Central C. C.	Wrestling #254 Wrestling/Walrath, Entry fee for ICCC Invitational	30.00
1321	The Daily Gazette	#260 Student Activity, Ads for films "Fellini's Autobiography" and "The Big Store"	26.88
1322	Edgar R. Picken	MD-#337 EMTA, Instruction, 10/5/76	30.00
1323	Shirley Wernick	#337 EMTA, Instruction, 10/21/76	30.00
1324	Thomas J. McDonnell	MD-#337 EMTA, Instruction, 10/26/76	30.00
1325	John J. McDonnell	MD-#337 EMTA, Instruction, 11/4/76	30.00
1326	Dora Zaeske	MD-#337 EMTA, Instruction, 10/28/76	30.00
1327	John Hubbard	MD-#337 EMTA, Instruction, 11/9/76	30.00
1328	David W. Mandrgoc	#337 EMTA, Instruction, 11/18/76	30.00
1329	Marsha Hoff	#337 EMTA, Instruction, 10/7/76	30.00
1330	Judy Walrath	#337 EMTA, Instruction, 10/12/76	30.00
1331	Carmelo V. Interone	MD-#337 EMTA, Instruction, 9/28/76	30.00
1332	Roger C. Hill	MD-#337 EMTA, Instruction, 10/23/76	30.00
1333	Joseph Pistey	#337 EMTA, Instruction, 11/30/76 and 12/2/76	60.00
1334	Frances P. Fritts	#103 Accts. Receivable, Sr. Citizens Waiver	14.00
1335	Dixon Evening Telegraph	#251 Athletic Exp/Palumbo, Subscription	7.00
1336	Gene Carden	#251 Athletic Exp/Palumbo, Officiating basketball game with MIT, 12/7/76	25.00
1337	Don Morgan	#251 Athletic Exp/Palumbo, Officiating basketball game with MIT, 12/7/76	25.00
1338	John Millis	#251 Athletic Exp/Palumbo, Officiating basketball game with Black Hawk East, 12/7/76	30.00
1339	Marv Howsare	#251 Athletic Exp/Palumbo, Officiating basketball game with Black Hawk East, 12/9/76	30.00
1340	Ralph Adolph	#332 Rec Room-Table tennis paddles	24.00
1341	Earle Slagle & Sons	#358 Benefit for Becky Tornow, Tickets	12.50
1342	Beverly Ohda	#330 Child Care Operations \$24.31, Miscellaneous supplies, #336 Child Care Center, \$12.48, Decals	36.79

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
1343	SVC Bookstore-#264 A.S.B., Bookstore purchases during November		4.68
1344	SVC Educational Fund-#258 Drama Exp. \$24.85, #260 Student Activity, \$10.35, #264 A.S.B. \$3.65, Workroom for November-#264 A.S.B. \$8.38, #352C Disadvantaged Grant \$0.80, #370 CETA Secretarial \$0.24, Xerox for November, #370 CETA Secretarial \$31.00, Storeroom for November		79.27
1345	State of Illinois Treasurer-#103 Accts. Receivable, Refund of overpayment of grant for Teresa Jones, Grant \$120.00, ISSC paid \$135.00, Fall, 76 Semester		15.00
1346	Wolfgang Schmidt-#103 Accts. Receivable, Refund of ISSC Payment now awarded full scholarship for Fall 76		45.00
1347	Frank Palumbo-#251 Athletic Exp/Palumbo, Scorer and timer for games with MIT and Black Hawk East		20.00
1348	KAL Lines-#251 Athletic Exp/Palumbo, Transportation for basketball team, Kankakee, 11/26-11/27/76		285.00
1349	Ann Kropf-#259 Music Expense, Travel expenses, 11/16/76		11.70
1350	Stewart Beverage-#256 Cheerleading Exp. Pop for half-time		29.40
1351	Craig Campbell-#258 Drama Expense, Final installment for designing sets for "The Contest"		150.00
1352	SVC Payroll Fund-#330 Child Care Operations \$602.58, #335 Community Services \$1,460.00, #337 EMTA \$526.00, #352C Disadvantaged Grant \$135.00, #354 CETA Public Services \$741.00, #370 CETA Secretarial \$703.86, Payroll for December 15, 1976		4,168.44
1353	Kathy Aurand-#103 Accts. Receivable, Tuition was originally deducted from Fall BOG, awarded ISSC grant, refund due		195.00
1354	LaVonne Morgan-#266 Women's Intercollegiate, Officiating for women's basketball game, 12/9/76		30.00
1355	Scott Thompson-#103 Accts. Receivable, ISSC Grant, Fall		90.00
1356	Patricia Brandon-#103 Accts. Receivable, Tuition was originally withheld from BOG, awarded ISSC grant, refund due		90.00
1357	Peggy Brechon-#103 Accts. Receivable, Tuition was originally withheld from BOG, awarded ISSC grant, refund due		120.00
1358	Jerome Costliow-#103 Accts. Receivable, Tuition was originally withheld from BOG, awarded ISSC, refund due \$225.00-Paid own fees for 1 sem. hr, refund due \$15.00		240.00
1359	Susan Crouch-#103 Accts. Receivable, Tuition was originally withheld from BOG, awarded ISSC grant, refund due		90.00
1360	Janna Marshall-#103 Accts. Receivable, Tuition was originally withheld from BOG, awarded ISSC grant, refund due		195.00
1361	Richard A. Wells-#103 Accts. Receivable, Tuition was originally withheld from BOG, awarded ISSC grant, refund due		240.00
1362	Olivia Clevenger-#103 Accts. Receivable, Tuition was erroneously withheld from BOG, Spring, actually was charged to ISSC		180.00
1363	Susan Crouch-#103 Accts. Receivable, Tuition was originally withheld from BOG, Spring, awarded ISSC grant, refund due		180.00
1364	Treva Hargitt-#103 Accts. Receivable, Additional ISSC grant due		7.50
1365	Karen Morris-#103 Accts. Receivable, Tuition was originally withheld from BOG, awarded ISSC grant, refund due		180.00

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
1366	Kurt Sommers-#103 Accts. Receivable, Partial tuition was originally withheld from BOE, awarded ISSC grant, refund due		103.25
1367	E. R. Moore Co.-#266 Women's Intercollegiate, Supplies		270.00
1368	Dialamerica Marketing, Inc.-#251 Athletic Exp/Palumbo, Renewal of subscription of Tennis Magazine		12.00
1369	Stewart Beverage Corp.-#256 Cheerleading Exp. Half time pop		4.50
1370	Todd Slothower-#259 Music Exp., Reimbursement for shirt for choir		13.11
1371	Chuck Walrath-#254 Wrestling/Walrath, ICCC. Invitational at Eagle Grove, IA, 12/10-12/11/76		46.64
1372	Bromley Hall, University of Illinois-#254 Wrestling/Walrath, Rooms for wrestling team and breakfasts at U. of I. Invitational		65.40
1373	Lee McCord-#260 Student Activity Exp., Engagement in SVC Cafeteria, 12/15/76		300.00
1374	Dorothy Miller-#320 Tuition Refund, Dropped 7 sem. hrs. Fall		42.00
1375	Rebecca Tornow-#358 Benefit for Becky Tornow		50.00
1376	Theatre House Inc.-#258 Drama Exp. Beards for play		9.95
1377	Sigrid Niederer-#258 Drama Exp., Pictures for plays		72.67
1378	Randi Schwartz-#264 A.S.B., O.C.C.S. Meeting at Springfield, IL		91.66
1379	Beatrice Foods Co.-#330 Child Care Operations, Supplies		13.98
1380	Prophetstown Park District-#335 Community Services, Tiny Tots Swimming course, Rental		80.00
1381	Harlan's-#258 Drama Exp., Materials for "The Contest"		56.81
1382	Frank Palumbo-#251 Athletic Exp/Palumbo, Meals for Carl Sandburg game, 12/14/76 \$55.00, Scorer and timer for IVCC game, 12/18/76 \$10.00		65.00
1383	Eric Grennan-#254 Wrestling/Walrath, Officiating for meet with Kirkwood, 12/18/76		25.00
1384	Frank Cesarek-#251 Athletic Exp/Palumbo, Officiating for basketball game with IVCC, 12/18/76		30.00
1385	VOID		
1386	Claire Holmberg-#266 Women's Intercollegiate, Meals for basketball team, 12/14/76 and Supplies		41.92
1387	Ray Franks Publishing Ranch-#266 Womens Intercollegiate, Directory, women's athletic directors		5.75
1388	Darryl Lamps-#251 Athletic Exp/Palumbo, Officiating basketball game with IVCC, 12/18/76		30.00
1389	SVC Bookstore-#347 Law Enforcement Grants, Law Enforcement charges for the Fall, 1976, Semester		333.00
1390	SVC Educational Fund-#301 Student Tuition, Fall, 1976		115,419.75
1391	Dan Mabee-#252 Athletic Exp/Mabee, Film		8.38
1392	Michael Geiger-#334 Land Lab, Machine Hire		21.00
1393	KAL Lines-#254 Wrestling/Walrath, Van to Eagle Grove		320.00
1394	Frank Palumbo-#251 Athletic Exp/Palumbo, Scouting Black Hawk at Kishwaukee, 12/16/76		15.00
1395	The National Registry of Emergency Medical Technicians-#360 Miscellaneous, EMTA Examinations		255.00

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
1396	Dr. Orlando G. Bacca-#335 Community Services, Instructor for Ombudsman Program, Title IVA Grant		50.00
1397	Jerry Wolens-#335 Community Services, Reimbursement for supplies for Ombudsman Program, Title IVA Grant		5.00
1398	Caroline Redebaugh-#335 Community Services, Instructor for Ombudsman Program, Title IVA Grant		25.00
1399	Thomas Cushman-#266 Women's Intercollegiate, Official timekeeper for women's basketball home games		20.00
1400	E. R. Moore Co.-#266 Women's Intercollegiate, Supplies, uniforms		780.38
1401	Art Kraft, Wrestling Coach, Triton College-#254 Wrestling/Walrath Entry fee for Invitational at Triton		40.00
1402	Site & Construction Fund-#360 Miscellaneous, Rental from Unit 5		1,000.00
1403	Westwood Tennis Club-#252 Athletic Exp/Mabee, Track rental cards and equipment		62.06
1404	Ann Martin-#258 Drama Exp., Choreography for "The Contest"		150.00
1405	Dick Etinger-#266 Women's Intercollegiate, Officiating women's basketball game, 12/18/76		20.00
1406	LeVonne Morgan-#266 Women's Intercollegiate, Officiating basketball game, 12/18/76		30.00
1407	Ron Schafer-#262 Student Newspaper, Makeup for three issues of Sauk Talk, and mileage		93.75
1408	Joe Conley-#262 Student Newspaper, Typesetting for Sauk Talk		75.00
1409	Sterling Camera Center-#262 Student Newspaper, Supplies		89.26
1410	The Daily Gazette-#262 Student Newspaper, Composition		50.00
1411	Tri-County Press-#262 Student Newspaper, Sauk Talk papers		62.50
1412	Charles Gibson-#103 Accts. Receivable, Military Grant, Spring		5.00
1413	Beverly Ohda-#330 Child Care Operations, Supplies		9.79
1414	Frank Palumbo-#251 Athletic Exp/Palumbo, Scouting Rock Valley at Rockford, 12/21/76		18.30
1415	KAL Lines-#251 Athletic Exp/Palumbo \$67.50, #266 Women's Intercollegiate \$67.50, Transportation for basketball teams for Carl Sandburg game at Galesburg, 12/14/76		135.00
1416	SVC Educational Fund-#268 Intramurals, Gymnastics equipment		1,010.00
1417	Kathleen Bodmer-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		45.00
1418	Ruth D. Newcomer-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		45.00
1419	Maria Pino-#320 Tuition Refund, Dropped 2 sem. hrs. Spring		30.00
1420	Karen Yocum-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		45.00
1421	SVC Payroll Fund-#330 Child Care Operations \$553.82, #335 Community Services \$450.00, #352C Disadvantaged Grant \$900.00, #354 CETA Public Services \$1,069.80, Payroll for 12/31/76		2,973.62
1422	Dawn E. Moss-#259 Music Exp., Travel Expenses, Dr. Bronsard		48.90
1423	Mary Foss-#259 Music Exp., Travel expenses, Dr. Bronsard		60.45
1424	Dion Carr-#259 Music Expenses, Travel expense, Dr. Bronsard		40.65
1425	Jeffrey D. Lattimer-#259 Music Expenses, Travel expense, Dr. Bronsard		55.50
1426	Laurie Fehs-#259 Music Expenses, Travel expense, Dr. Bronsard		39.45
1427	Ann Kropf-#259 Music Expenses, Travel expense, Dr. Bronsard		24.30

CHECK NO.	PAID TO	DESCRIPTION	AMOUNT
1428	Erin McMillion-#259	Music Expense, Travel expense, Dr. Bronsard	75.15
1429	Dennis O'Neill-#259	Music Expense, Travel expense, Dr. Bronsard	42.00
1430	Kenneth Harms-#259	Music Expense, Travel expense, Dr. Bronsard	41.85
1431	Dr. Donald Bronsard-#259	Music Expense, travel expense with choir	80.10
1432	Farley's Furniture-#358	Benefit for Becky Tornow, Washer	304.45
1433	Jamestown Publishers-#352C	Disadvantaged Grant, Timed Readings	31.01
1434	Chuck Walrath-#254	Wrestling/Walrath, Triton College Wrestling Invitational, River Grove, IA, 12/23/76	50.30
1435	Mark Stone-#320	Tuition Refund, Dropped 3 sem. hrs. Spring	45.00
1436	Mike Koett-#103	Accts. Receivable, ISSC Grant, Fall 76	180.00
1437	Community General Hospital-#337	EMTA, Supplies	19.55

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	51,149.25	51,149.25	39,782.75	11,366.50	127,305.00	76,155.75	76,155.75
DIV OF BUS CONTR SERV	2,627.58	2,627.58	2,627.58	.00	3,600.00	972.42	972.42
DIV OF BUS SUPPLIES	1,671.12	1,671.12	1,081.89	589.23	6,800.00	5,128.88	5,128.88
DIV OF BUS CONF & MEETINGS	494.47	494.47	494.47	.00	1,600.00	1,105.53	1,105.53
FOOD SERV CONTR SERV		.00		.00	250.00	250.00	250.00
FOOD SERV SUPPLIES	264.94	264.94	234.13	30.81	1,175.00	910.06	910.06
FOOD SERV CONF & MEETINGS		.00		.00	375.00	375.00	375.00
DIV OF AGRIC SALARIES	12,215.61	12,215.61	9,501.03	2,714.58	32,575.00	20,359.39	20,359.39
DIV OF AGRIC CONTR SERV		.00		.00	200.00	200.00	200.00
DIV OF AGRIC SUPPLIES	1,064.05	1,064.05	679.73	384.32	2,100.00	1,035.95	1,035.95
DIV OF AGRIC CONF & MEETINGS	64.97	64.97	64.97	.00	700.00	635.03	635.03
DIV OF INDUS ED SALARIES	37,540.62	37,540.62	29,198.26	8,342.36	85,675.00	48,134.38	48,134.38
DIV OF INDUS ED CONTR SERV	131.03	131.03	120.08	10.95	1,650.00	1,518.97	1,518.97
DIV OF INDUS ED SUPPLIES	8,673.84	8,673.84	7,078.28	1,595.56	16,581.00	7,907.16	7,907.16
DIV OF INDUS ED CONF & MEETINGS	327.90	327.90	319.35	8.55	1,590.00	1,262.10	1,262.10
COSMETOLOGY CONTR SERV	27,333.29	27,333.29	20,533.29	6,800.00	26,000.00	1,333.29 CR	1,333.29 CR
COSMETOLOGY SUPPLIES		.00		.00	140.00	140.00	140.00
COSMETOLOGY CONF & MEETINGS		.00		.00	57.00	57.00	57.00
HUMAN SERV ADMIN SALARIES	9,973.21	9,973.21	8,438.87	1,534.34	18,412.00	8,438.79	8,438.79
HUMAN SERV CONTR SERV	60.00	60.00	60.00	.00	350.00	290.00	290.00
HUMAN SERV SUPPLIES	337.53	337.53	178.89	158.64	1,250.00	912.47	912.47
HUMAN SERV CONF & MEETINGS	432.00	432.00	373.20	58.80	550.00	118.00	118.00
DIV OF SOC SCI SALARIES	45,209.34	45,209.34	35,162.82	10,046.52	111,800.00	6,659.066	6,659.066
DIV OF SOC SCI CONTR SERV		.00		.00	120.00	120.00	120.00
DIV OF SOC SCI SUPPLIES	1,096.90	1,096.90	860.52	236.38	3,007.00	1,910.10	1,910.10
DIV OF SOC SCI CONF & MEETINGS	328.51	328.51	230.51	98.00	963.00	634.49	634.49
LAW ENF ADMIN SALARIES	10,597.73	10,597.73	8,967.31	1,630.42	19,565.00	8,967.27	8,967.27
LAW ENF & FIRE SCI SALARIES	6,675.03	6,675.03	5,191.69	1,483.34	13,350.00	6,674.97	6,674.97
LAW ENF CONTR SERV		.00		.00	250.00	250.00	250.00
LAW ENF SUPPLIES	3,610.31	3,610.31	3,510.82	99.49	4,937.00	1,326.69	1,326.69
LAW ENF CONF & MEETINGS	786.10	786.10	329.10	457.00	1,960.00	1,173.90	1,173.90
LIBRARY TECH SUPPLIES	55.88	55.88	55.88	.00	400.00	344.12	344.12
DIV OF HUMANITIES SALARIES	63,646.83	63,646.83	49,503.09	14,143.74	150,625.00	86,978.17	86,978.17
DIV OF HUMAN SUPPLIES	542.74	542.74	381.46	161.23	2,500.00	1,957.26	1,957.26
DIV OF HUMAN CONF & MEETINGS	453.03	453.03	453.03	.00	962.00	508.97	508.97
ART DEPT SALARIES	5,699.64	5,699.64	4,645.80	1,053.84	15,200.00	4,500.36	4,500.36
ART DEPT CONTR SERV		.00		.00	330.00	330.00	330.00

SAUK VALLEY COLLEGE

APPROVED BY

Donald F. Coplon  
PRESIDENT

Arman Gaulrapp  
SECRETARY

DATE

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ART DEPT SUPPLIES	498.32	498.32	507.23	8.91	1,760.00	2258.32	2,258.32
ART DEPT CONF & MEETINGS	47.50	47.50	47.50	.00	121.00	73.50	73.50
MUSIC DEPT SALARIES	11,493.72	11,493.72	8,939.56	2,554.16	30,650.00	14,156.28	14,156.28
MUSIC DEPT CONTR SERV	195.00	195.00	105.00	90.00	700.00	505.00	505.00
MUSIC DEPT SUPPLIES	1,257.41	1,257.41	795.75	461.66	1,740.00	482.59	482.59
MUSIC DEPT CONF & MEETINGS	.00	.00	.00	.00	242.00	242.00	242.00
DIV OF MATH SCI SALARIES	60,078.56	60,078.56	46,727.88	13,350.68	137,600.00	77,521.44	77,521.44
DIV OF MATH SCI CONTR SERV	.00	.00	.00	.00	700.00	700.00	700.00
DIV OF MATH SCI SUPPLIES	6,360.89	6,360.89	6,040.24	320.65	9,234.00	2,873.11	2,873.11
DIV OF MATH SCI CONF & MEETINGS	.00	.00	.00	.00	962.00	962.00	962.00
MED LAB TECH SALARIES	10,740.00	10,740.00	9,060.00	1,680.00	20,160.00	9,420.00	9,420.00
MED LAB TECH CONTR SERV	251.54	251.54	251.54	.00	800.00	548.46	548.46
MED LAB TECH SUPPLIES	2,631.93	2,631.93	1,330.74	1,301.19	4,492.00	1,860.07	1,860.07
MED LAB TECH CONF & MEETINGS	89.60	89.60	47.00	42.60	525.00	435.40	435.40
ADN ADMIN SALARIES	5,382.11	5,382.11	5,382.11	.00	19,300.00	13,917.89	13,917.89
ADN SALARIES	32,203.17	32,203.17	25,046.91	7,156.26	66,500.00	34,296.83	34,296.83
ADN OFC SALARIES	3,497.00	3,497.00	2,959.00	538.00	6,456.00	2,959.00	2,959.00
ADN CONTR SERV	.00	.00	.00	.00	50.00	50.00	50.00
ADN SUPPLIES	356.62	356.62	313.73	42.89	1,200.00	843.38	843.38
ADN CONFERENCE & MEETINGS	644.96	644.96	349.70	295.26	1,518.00	873.04	873.04
LPN SALARIES	326,962.5	326,962.5	27,573.75	5,122.50	61,470.00	23,773.75	23,773.75
LPN SUPPLIES	321.38	321.38	247.23	74.15	1,150.00	828.62	828.62
LPN CONF & MEETINGS	161.67	161.67	144.20	17.47	715.00	553.33	553.33
RAD TECH SALARIES	9,097.50	9,097.50	7,672.50	1,425.00	17,100.00	8,025.00	8,025.00
RAD TECH CONTR SERV	406.36	406.36	150.00	256.36	750.00	343.64	343.64
RAD TECH SUPPLIES	1,725.25	1,725.25	1,806.06	80.81 CR	2,990.00	1,264.75	1,264.75
RAD TECH CONF & MEETINGS	303.75	303.75	303.75	.00	1,755.00	1,451.25	1,451.25
DIV OF PHS ED SALARIES	20,137.50	20,137.50	15,662.50	4,475.00	33,700.00	33,562.50	33,562.50
PHYS ED SUPPLIES	981.16	981.16	906.27	74.89	2,300.00	1,318.84	1,318.84
PHYS ED CONF & MEETINGS	109.45	109.45	109.45	.00	352.00	242.55	242.55
PART TIME OVERLOAD SALARIES	6,036.163	6,036.163	3,075.249	2,960.914	13,750.00	7,713.837	7,713.837
SUMMER SESSION SALARIES	11,245.130	11,245.130	11,245.130	.00	11,250.00	48.70	48.70
INSTR SECR SALARIES	13,544.66	13,544.66	11,490.70	2,053.96	27,086.00	13,541.34	13,541.34
WORKROOM CONTR SERV	910.80	910.80	910.80	.00	1,100.00	189.20	189.20
INSTR CONTR SERV UNALLOCATED	405.24	405.24	405.24	.00	2,000.00	1,594.76	1,594.76
FACILITY IN SERVICE TRAINING	920.15	920.15	920.15	.00	5,000.00	4,079.85	4,079.85

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKROOM SUPPLIES	129.34	129.34 CR	373.72	244.38	1,000.00	1,129.34	1,129.34
FACULTY OFFICE SUPPLIES	530.48	530.48	354.35	176.13	800.00	269.52	269.52
INSTITUTIONAL COMMITTEES	87.05	87.05	78.49	8.56	200.00	112.95	112.95
TUITION REIMBURSEMENT	2,512.17	2,512.17	1,467.92	1,044.25	5,500.00	2,987.83	2,987.83
ARTS & SCI DEAN SALARY	14,083.29	14,083.29	11,916.63	2,166.66	26,000.00	11,916.71	11,916.71
ARTS & SCI ASST DEAN	7,807.65	7,807.65	6,140.99	1,666.66	20,000.00	12,192.35	12,192.35
ARTS & SCI SECR SALARY	4,363.71	4,363.71	3,692.37	671.34	8,056.00	3,692.29	3,692.29
ARTS & SCI FED WORK STUDY	7,879.85	7,879.85	6,116.55	1,763.30	15,068.00	7,188.15	7,188.15
ARTS & SCI STATE WORK STUDY	1,227.60	1,227.60	1,184.70	42.90		1,227.60 CR	1,227.60 CR
STUDENT TUTORS	722.50	722.50	578.50	144.00	2,500.00	1,777.50	1,777.50
ARTS & SCI CONTR SERV		.00		.00	50.00	50.00	50.00
ARTS & SCI DEAN SUPPLIES	268.12	268.12	211.60	56.52	900.00	631.88	631.88
ARTS & SCI ASST DEAN SUPPLIES	321.42	321.42	253.93	67.49	400.00	78.58	78.58
ARTS & SCI DEAN CONF & MEETINGS	138.83	138.83	138.83	.00	800.00	661.17	661.17
ARTS & SCI ASST DEAN CONF & MEETINGS	499.69	499.69	470.14	29.55	900.00	400.31	400.31
CAREER ED DEAN SALARY	13,812.50	13,812.50	11,687.50	2,125.00	25,500.00	11,687.50	11,687.50
CAREER ED ASST DEAN	7,636.59	7,636.59	6,053.25	1,583.34	14,000.00	11,363.41	11,363.41
CAREER ED SECR SALARY	4,569.50	4,569.50	3,866.50	703.00	8,436.00	3,866.50	3,866.50
CAREER ED FED WORK STUDY	4,950.00	4,950.00	3,746.60	1,203.40	12,704.00	7,754.00	7,754.00
CAREER ED STATE WORK STUDY	837.10	837.10	779.90	57.20		837.10 CR	837.10 CR
STUDENT EMPLOYEES	3,217.50	3,217.50	2,699.40	518.10	5,000.00	1,782.50	1,782.50
CAREER ED CONTR SERV		.00		.00	1,000.00	1,000.00	1,000.00
CAREER ED DEAN SUPPLIES	793.33	793.33	593.68	199.65	1,550.00	756.67	756.67
CAREER ED ASST DEAN SUPPLIES	422.74	422.74	323.51	99.23	700.00	277.26	277.26
CAREER ED DEAN CONF & MEETINGS	281.46	281.46	251.74	29.72	1,600.00	1,318.54	1,318.54
CAREER ED ASST DEAN CONF & MEETINGS	56.84	56.84	56.84	.00	500.00	443.16	443.16
COMMUNITY ED ADMIN SALARIES	11,288.29	11,288.29	9,551.63	1,736.66	20,840.00	9,551.71	9,551.71
COMMUNITY ED INSTR SALARIES	24,383.00	24,383.00	22,195.50	2,187.50	65,000.00	40,617.00	40,617.00
COMM SERV COORDINATORS	2,025.00	2,025.00	2,025.00	.00	5,000.00	2,975.00	2,975.00
COMM ED SECR SALARIES	4,961.06	4,961.06	4,197.82	763.24	4,159.00	4,197.94	4,197.94
COMM ED CONTR SERV	440.00	440.00	440.00	.00	1,000.00	560.00	560.00
COMM ED OFFICE SUPPLIES	726.15	726.15	641.56	84.59	3,000.00	2,273.85	2,273.85
COMM ED CONF & MEETINGS	986.12	986.12	709.20	276.92	1,800.00	813.88	813.88
ACADEM SKILLS SALARIES	20,087.55	20,087.55	15,623.65	4,463.90	43,025.00	22,937.45	22,937.45
ACADEM SKILLS FED WORK STUDY	900.90	900.90	720.50	180.40	2,432.00	1,531.10	1,531.10
ACADEM SKILLS STATE WORK STUDY	398.20	398.20	346.50	51.70		398.20 CR	398.20 CR
ACADEM SKILLS CONTR SERV	88.00	88.00	88.00	.00	400.00	312.00	312.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ACADEM SKILLS SUPPLIES	1,042.91	1,042.91	898.76	144.15	5,100.00	4,057.69	4,057.09
ACADEM SKILLS CONF & MEETINGS	49.60	49.60	49.60	.00	363.00	313.40	313.40
LRC ADMIN SALARIES	7,344.27	7,344.27	5,760.93	1,583.34	14,000.00	11,655.73	11,655.73
LRC PROF SALARIES	22,133.67	22,133.67	18,517.01	3,616.66	43,400.00	21,266.33	21,266.33
LRC SECR SALARIES	11,183.40	11,183.40	9,514.82	1,668.58	21,148.00	9,964.60	9,964.60
LRC FED WORK STUDY	4,235.55	4,235.55	3,579.95	655.60	9,000.00	4,764.45	4,764.45
LRC STATE WORK STUDY	52.80	52.80		52.80		52.80 CR	52.80 CR
LRC CONTR SERV	1,224.23	1,224.23	990.08	234.15	3,000.00	1,775.77	1,775.77
LIBRARY SUPPLIES	4,834.96	4,834.96	4,177.79	657.17	8,000.00	3,165.04	3,165.04
A V SUPPLIES	3,044.96	3,044.96	2,515.77	529.19	7,900.00	4,855.04	4,855.04
XEROX SUPPLIES	944.39 □	944.39 CR	44.21 □	900.18 CR	2,000.00	2,944.39	2,944.39
LIBRARY BOOKS	12,394.45	12,394.45	10,172.25	2,222.20	30,000.00	17,605.55	17,605.55
LRC CONF & MEETINGS	179.28	179.28	160.34	18.94	413.00	233.72	233.72
ADM & RECORDS SALARIES	20,150.00	20,150.00	17,050.00	3,100.00	37,200.00	17,050.00	17,050.00
ADM & RECORDS SECR SALARIES	15,966.51	15,966.51	13,327.65	2,639.46	26,678.00	10,711.49	10,711.49
ADM & RECORDS FED WORK STUDY	1,492.15	1,492.15	1,258.40	233.75	3,435.00	1,942.85	1,942.85
ADM & RECORDS CONTR SERV	390.00	390.00	390.00	.00	175.00	215.00 CR	215.00 CR
ADM & RECORDS SUPPLIES	1,966.16	1,966.16	1,794.88	171.28	4,800.00	2,833.84	2,833.84
REG OFC CONF & MEETINGS	.00			.00	500.00	500.00	500.00
COUNSELING SALARIES	40,955.22	40,955.22	34,235.22	6,720.00	80,640.00	34,684.78	34,684.78
COUNSELING SECR SALARIES	3,569.02	3,569.02	3,019.94	549.08	6,589.00	3,019.98	3,019.98
HEALTH SERVICES SUPPLIES	194.31	194.31	194.31	.00	300.00	105.69	105.69
FIN AIDS SALARIES	10,968.75	10,968.75	9,281.25	1,687.50	20,250.00	9,281.25	9,281.25
FIN AIDS SECR SALARIES	3,396.25	3,396.25	2,873.75	522.50	6,270.00	2,873.75	2,873.75
STUDENT SERV ADMIN SALARIES	13,433.29	13,433.29	11,366.63	2,066.66	24,800.00	11,366.71	11,366.71
STUDENT SERV SECR SALARIES	3,711.91	3,711.91	3,202.87	509.04	6,988.00	3,276.09	3,276.09
STUDENT SERV FED WORK STUDY	15,622.30	15,622.30	12,627.90	2,994.40	30,000.00	14,377.70	14,377.70
STUDENT SERV STATE WORK STUDY	4,069.90	4,069.90	3,673.90	396.00		4,069.90 CR	4,069.90 CR
COACHING ETC	2550.00	2550.00	1,750.00	800.00	7,300.00	4,750.00	4,750.00
STUDENT SERV CONTR SERV	168.30	168.30	168.30	.00	300.00	131.70	131.70
STUDENT SERV SUPPLIES	3,905.21	3,905.21	3,578.87	326.34	9,500.00	5,594.79	5,594.79
STUDENT RECRUITMENT	400.81	400.81	391.81	9.00	2,200.00	1,799.19	1,799.19
COMMENCEMENT	274.49	274.49	274.49	.00	4,000.00	3,725.51	3,725.51
STUDENT SERV CONF & MEETINGS	1,809.16	1,809.16	1,751.86	57.30	5,000.00	3,190.84	3,190.84
VETERANS GRANT SALARIES	7,475.00	7,475.00	6,050.60	1,425.00	13,800.00	6,325.00	6,325.00
VETERANS GRANT SECR SALARIES	3,077.54	3,077.54	2,602.70	474.84	5,698.00	2,620.46	2,620.46
VETERANS GRANT SUPPLIES	1,166.32	1,166.32	1,149.83	16.49	2,500.00	1,333.68	1,333.68

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
VETERANS GRANT CONF & MEETINGS	361.34	361.34	361.34	.00	1,200.00	838.66	838.66
VETERANS GRANT EQUIPMENT		.00		.00	250.00	250.00	250.00
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	141,723.89	141,723.89	119,660.42	22,063.47	279,150.00	137,426.11	137,426.11
MAINT FED WORK STUDY	18,302.65	18,302.65	15,063.10	3,238.95	69,161.00	50,858.95	50,858.95
MATRONS FED WORK STUDY	6,991.66	6,991.66	6,030.37	961.29		6,991.66 CR	6,991.66 CR
MAINT STATE WORK STUDY BOYS	2,346.50	2,346.50	2,346.50	.00		2,346.50 CR	2,346.50 CR
MATRONS STATE WORK STUDY	368.96	368.96	273.78	95.18		368.96 CR	368.96 CR
ELECTRICITY	5,711.383	5,711.383	4,743.631	967.52	119,000.00	61,886.17	61,886.17
TELEPHONE	11,163.16	11,163.16	9,339.68	1,823.48	22,800.00	11,636.84	11,636.84
PRESIDENTS SALARY	18,958.29	18,958.29	15,125.00	3,833.29	35,000.00	16,041.71	16,041.71
PRES SEC'R SALARY	5,095.38	5,095.38	4,478.49	616.89	10,000.00	4,904.62	4,904.62
PRES FED WORK STUDY	897.60	897.60	642.40	255.20	2,000.00	1,102.40	1,102.40
PRES STATE WORK STUDY	347.60	347.60	334.40	13.20		347.60 CR	347.60 CR
PRES OFC CONTR SERV		.00		.00	100.00	100.00	100.00
PRES OFC SUPPLIES	775.81	775.81	648.96	126.85	3,000.00	2,224.19	2,224.19
PRES OFC CONF & MEETINGS	593.91	593.91	464.80	129.11	3,500.00	2,906.89	2,906.89
SPECIAL AFFAIRS	698.62	698.62	159.43	538.59	1,500.00	801.98	801.98
BUS OFC ADMIN SALARIES	16,900.00	16,900.00	14,300.00	2,600.00	31,200.00	14,300.00	14,300.00
BUS OFC PROF SALARIES	11,104.21	11,104.21	9,395.87	1,708.34	20,500.00	9,395.79	9,395.79
BUS OFC SEC'R SALARIES	24,096.56	24,096.56	20,320.16	3,776.40	47,525.00	23,428.44	23,428.44
BUS OFC FED WORK STUDY	3,631.10	3,631.10	3,052.50	578.60	8,500.00	4,868.90	4,868.90
BUS OFC CONTR SERV	1,615.53	1,615.53	1,551.73	63.80	2,200.00	584.47	584.47
BUS OFC SUPPLIES	1,964.42	1,964.42 CR	1,826.20	138.22 CR	8,000.00	4,964.42	4,964.42
BUS OFC CONF & MEETINGS	891.12	891.12	732.88	158.24	2,000.00	1,108.88	1,108.88
PUB RELA ADMIN SALARIES	10,725.00	10,725.00	9,075.00	1,650.00	19,800.00	9,075.00	9,075.00
PUB RELA SEC'R SALARIES	854.65	854.65	736.60	117.45	6,250.00	5,395.95	5,395.95
PUB RELA SUPPLIES	30,875.00	30,875.00	27,705.63	3,169.97	42,000.00	11,125.60	11,125.60
PUB RELA CONF & MEETINGS	114.75	114.75	95.55	19.20	750.00	635.25	635.25
AUDITING & LEGAL	8,516.14	8,516.14	7,958.64	557.50	13,000.00	4,483.86	4,483.86
ELECTIONS	255.73	255.73	234.56	21.17	2,750.00	2,494.27	2,494.27
BOARD CONF & MEETINGS	213.28	213.28	213.28	.00	2,000.00	1,786.72	1,786.72
INSTITUTIONAL SEC'R SALARIES	3,575.04	3,575.04	3,020.88	554.16	6,650.00	3,074.96	3,074.96
GROUP HEALTH & LIFE INS	38,958.06	38,958.06	34,083.88	4,874.18	79,679.00	40,720.94	40,720.94
UNALLOCATED CONTR SERV	1,033.10	1,033.10	769.68	263.42	1,875.00	841.90	841.90

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
FACULTY ASSN SUPPLIES	38.91	38.91	36.35	2.56	200.00	161.09	161.09
POSTAGE	11510.30	11510.30	7,888.34	3,621.96	22,800.00	11,289.70	11,289.70
PUBLICATIONS & DUES	4,288.00	4,288.00	2,778.40	1,509.60	6,200.00	1,912.80	1,912.80
ADVERTISING	94.95	94.95	94.95	.00	500.00	405.85	405.85
RECRUITMENT	3,350.93	3,350.93	3,328.93	22.00	2,000.00	1,350.93 CR	1,350.93 CR
GENERAL INSURANCE	27,775.65	27,775.65	26,794.39	981.26	28,400.00	624.35	624.35
CAPITAL OUTLAY	5,3820.44	5,3820.44	5,1285.61	2,534.83	10,6851.00	5,3030.56	5,3030.56
STATE VOC EQUIPMENT	13,140.64	13,140.64	11,608.50	1,532.14	13,140.64 CR	13,140.64 CR	13,140.64 CR
TUITION CHARGE BACK	12,308.92	12,308.92	10,682.10	1,626.82	14,000.00	1,691.88	1,691.88
INSTITUTIONAL RESEARCH SUPPLIES	110.21	110.21	110.21	.00	1,000.00	889.79	889.79
INSTITUTIONAL RES CONF & MEETINGS	.00			.00	500.00	500.00	500.00
DATA PROC SERVICES SALARIES	26,433.29	26,433.29	22,766.63	4,166.66	48,800.00	22,366.71	22,366.71
DATA PROC NON ACADEM SALARIES	3,022.07	3,022.07	2,522.07	500.00	6,400.00	3,377.93	3,377.93
DATA PROC FED WORK STUDY	1,865.60	1,865.60	1,602.70	262.90	3,860.00	1,994.40	1,994.40
DATA PROC STATE WORK STUDY	367.40	367.40	367.40	.00		367.40 CR	367.40 CR
DATA PROC CONTR SERV	2,847.00	2,847.00	2,742.00	105.00	6,212.00	3,365.00	3,365.00
DATA PROC SUPPLIES	2,683.90	2,683.90	1,952.70	731.20	3,600.00	916.10	916.10
DATA PROC CONF & MEETINGS	450.26	450.26	439.76	10.50	1,015.00	564.74	564.74
					10.00	10.00	10.00
DATA PROC EQUIP RENTAL	18,726.80	18,726.80	17,002.80	1,724.00	42,518.00	23,791.20	23,791.20
CONTINGENCIES	.00			.00	4,000.00	4,000.00	4,000.00

1,648,959.85 + 1,640,959.85 + 1,372,980.89 + 2,754,797.6 + 3,284,855.00 + 1,640,955.15 = 1,640,955.15

BUILDING FUND							
BLDG & MAINT SUPPLIES	9,839.47	9,839.47	7,930.49	1,908.98	55,000.00	45,160.53	45,160.53
BLDG & MAINT CONF & MEETINGS	107.16	107.16	100.86	6.30	1,000.00	892.84	892.84
SERVICE EQUIPMENT	339.95	339.95	339.95	.00	10,000.00	9,660.05	9,660.05
BLDG CONTR SERV	3,736.972	3,736.972	1,8615.40	1,8754.32	7,9200.00	4,1830.23	4,1830.23
GAS	40,646.40	40,646.40	29,420.76	11,225.64	72,800.00	32,153.60	32,153.60
RENTAL	78.00	78.00	78.00	.00	1,000.00	922.00	922.00

88,380.70 + 88,380.70 + 56,485.46 + 31,095.24 + 214,000.00 + 130,619.30 + 130,619.30

SITE AND CONSTRUCTION FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
SITE IMPROVEMENT		.00		.00	50,000.00	50,000.00	50,000.00
NEW BLDGS & ADDITIONS		.00		.00	45,000.00	45,000.00	45,000.00
HOLDING POND	1,500.00	1,500.00	1,500.00	.00	5,000.00	3,500.00	3,500.00
OFFICE EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
INSTR EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
SERVICE EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
OTHER CAPITAL OUTLAY	4,497.49	4,497.49	4,491.98	5.51	20,000.00	15,502.51	15,502.51

BOND & INTEREST #1

DEBT PRINCIPAL RETIREMENT	225,000.00	225,000.00	225,000.00	.00	225,000.00	.00	.00
INTEREST	43,425.00	43,425.00	43,425.00	.00	82,600.00	34,375.00	34,375.00
OTHER FIXED CHARGES	149.37	149.37	149.37	.00	500.00	350.63	350.63

268574.37	268574.37	268574.37	.00	308300.60	34,725.63	34,725.63
-----------	-----------	-----------	-----	-----------	-----------	-----------

BOND & INTEREST #2

DEBT PRINCIPAL RETIREMENT	105,000.00	105,000.00	105,000.00	.00	105,000.00	.00	.00
INTEREST	8,800.00	8,800.00	8,800.00	.00	8,800.00	.00	.00
OTHER CHARGES	81.50	81.50	81.50	81.50	500.00	418.50	418.50

113,881.50	113,881.50	113,800.60	.00	114,300.60	418.50	418.50
------------	------------	------------	-----	------------	--------	--------

## REVENUE REPORT

EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1975 TAXES	664596.87	664596.87	581541.43	88055.39	661050.00	8546.87 CR	8546.87 CR
CHARGE BACK REVENUE	3204.37	3204.37	2967.63	236.74	40000.00	36795.63	36795.63
SUMMER 1976 STATE APPORT	112307.57	112307.57	112307.57	.00	103797.00	851057 CR	851057 CR
FALL 1976 STATE APPORT		.00		.00	584190.00	584190.00	584190.00
STATE APPORT SPRING 1977		.00		.00	581685.00	581685.00	581685.00
STATE FISCAL PAYMENTS 1976	33546.07	33546.07	33546.07	.00		33546.07 CR	33546.07 CR
VOC ED REG REIMB	4019.00	4019.00	4019.00	.00	124805.00	120786.00	120786.00
VOC ED EQUIP REIMB	715.00	715.00	715.00	.00	10965.00	11680.00	11680.00
STATE WORK STUDY	5168.00	5168.00	5168.00	.00	17010.00	11842.00	11842.00
OTHER ILL REV	11050.05	11050.05	11050.05	.00		11050.05 CR	11050.05 CR
HEW TITLE 2		.00		.00	3000.00	3000.00	3000.00
VETERANS COST OF INSTR PAYMENT		.00		.00	18435.00	18435.00	18435.00
FEDERAL WORK STUDY	45370.31	45370.31	35703.50	9666.81	111156.00	65785.69	65785.69
VETERANS REPORTING FEE		.00		.00	100.00	100.00	100.00
TUITION SUMMER 1976	76463.43	76463.43	76463.43	.00	76482.00	1857	1857
TUITION FALL 1976	365419.75	365419.75	250000.00	115419.75	434140.00	68720.25	68720.25
TUITION SPRING 1977		.00		.00	428610.00	428610.00	428610.00
GRADUATION FEES	24.00	24.00	24.00	.00	250.00	226.00	226.00
TRANSCRIPT FEES	478.25	478.25	390.00	88.25	250.00	228.25 CR	228.25 CR
PUBLIC SERV INCOME		.00		.00	4500.00	4500.00	4500.00
INTEREST ON INVESTMENTS		.00		.00	2000.00	2000.00	2000.00
OTHER REVENUE	144.61	144.61	102.21	42.40	500.00	355.39	355.39

1.326077.23 T 1.326077.20 T 1.112567.94 T 213509.34 T 3.207.925.00 T 1.881.847.72 T 1.831.847.72 T

BUILDING FUND

1975 TAXES	167336.14	167336.14	145330.59	22005.55	165260.00	2076.14 CR	2076.14 CR
INTEREST ON INVESTMENTS	502.63	502.63	502.63	.00	3000.00	2497.37	2497.37
MISC REVENUE	2206.00	2206.00	1445.00	761.80	4500.00	2294.00	2294.00
	170044.77 T	170044.77 T	147278.22 T	22766.55 T	172760.00 T	2715.23 T	2715.23 T

SITE & CONSTRUCTION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ANNEXTER REVENUE	26,240.64	26,240.64	21,866.70	4,373.34	46,200.00	14,959.96	14,959.96
UNIT 5 REVENUE	6,000.00	6,000.00	5,000.00	1,000.00	12,000.00	6,000.00	6,000.00
INTEREST ON INVESTMENTS	14,035.16	14,035.16	14,535.16	4,500.00	20,000.00	9,648.44	9,648.44
	51,275.20 T	51,275.20 T	41,401.86 T	9,873.34 T	78,200.60 T	26,924.80 T	26,924.80 T
<u>BOND &amp; INTEREST # 1</u>							
1975 TAXES	309,578.21	309,578.21	268,867.10	40,711.11	320,680.00	11,101.79	11,101.79
INTEREST ON INVESTMENTS	6,143.33	6,143.33	2,887.17	3,256.16	6,000.00	143.33 CR	143.33 CR
	315,721.54 T	315,721.54 T	271,754.27 T	43,967.27 T	326,680.60 T	10,958.46 T	10,958.46 T
<u>BOND &amp; INTEREST # 2</u>							
1975 TAXES	114,499.77	114,499.77	94,442.47	15,057.30	114,472.00	27.77 CR	27.77 CR
INTEREST ON INVESTMENTS	1,222.07	1,222.07	362.48	859.59	1,200.00	22.07 CR	22.07 CR
	115,721.84 T	115,721.84 T	99,804.95 T	15,916.89 T	115,672.00 T	49.84 CR	49.84 CR
<u>WORKING CASH</u>							
INTEREST ON INVESTMENTS	13,336.54	13,336.54	13,336.54	.00	20,000.00	6,663.46	6,663.46
	13,336.54 T	13,336.54 T	13,336.54 T	.00 T	20,000.60 T	6,663.46 T	6,663.46 T

SAUK VALLEY COLLEGE



APPROVED BY

*Donald F. Capler*  
PRESIDENT

*Arman Lundrapp*  
SECRETARY  
DATE 10/10/00

SAUK VALLEY COLLEGE

PERSONNEL RECOMMENDATIONS

RECOMMENDATION	AMOUNT BY WHICH DEFICIT WILL BE REDUCED
#1 - Do not replace anticipated vacancy in Criminal Justice	\$ 13,350
#2 - Do not replace anticipated vacancy in speech and theater	\$ 12,000
#3 - Change college calendar to permit at least a month of down time when the college will be closed	\$ 15,000
#4 - Reduce length of all non-faculty contracts by two weeks in lieu of giving them a raise for 1977-78	-----
#5 - Reduce length of counselors contracts to 10 month allowing some 1 month summer contracts	\$ 5,100
#6 - Pay faculty summer salaries at part-time and overload rate	\$ 47,600
#7 - Increase tuition from \$14 to \$16 effective 1977-78 year (summer school)	\$116,200
	TOTAL \$209,150

\*Numbers 3, 4, 5 & 5 recommendations are intended to be acted on in concert.

If the above recommendations are acted upon the projected deficit will be erased and we will have a projected surplus of \$56,365. Another way of saying it is that the projected revenue for next year will be \$3,448,415 and the projected expenditures will be \$3,392,050.

#8 - If current enrollment patterns continue we will be forced to retrench full-time staff in the following areas: Physical Education, Humanities, Math & Science and Agriculture. A detailed productivity study will be available at the Board Meeting.

SAUK VALLEY COLLEGE  
PROJECTED REVENUE & EXPENDITURES 1978

ASSUMPTIONS

- #1 - Enrollment as specified on attached sheet.
- #2 - Rates of funding as specified. These have been changed twice in the last month. See attached ICCB exhibit.
- #3 - No salary increase is included in these expenditure projections.
- #4 - Minimum increase in utilities.
- #5 - Reduction in capital outlay.
- #6 - No increase for inflation in materials & supplies.
- #7 - 57,638 Student Credit Hours for 1976-77 year.  
58,200 Student Credit Hours for 1977-78 year.

bg  
1-27-77

SAUK VALLEY COLLEGE

EXPENDITURES

CATEGORY	BUDGETED FY 77	REVISED 77	PROJECTED FY 77
SALARIES & WAGES	\$2,510,141	\$2,500,000	\$2,525,000
FRINGE BENEFITS	45,000	90,000	114,000
CONTRACTUAL	135,022	152,862	110,000
MATERIALS & SUPPLIES	258,456	258,456	250,000
CONFERENCE & MEETINGS	38,798	38,798	36,000
FIXED CHARGES PE, RENT & INSURANCE	25,000	30,000	35,000
UTILITIES	214,600	220,000	250,000
CAPITAL OUTLAY	81,126	117,101	55,000
OTHER	113,658	101,218	110,000
TOTALS	\$3,421,801	\$3,508,435	
		EXPENDITURES	\$3,485,000*
		REVENUE	<u>\$3,332,215</u>
		PROJECTED DEFICIT	-\$152,785
		(Without acting on any personnel recommendations)	

\*NO RAISE INCLUDED

bg  
-28-77

SAUK VALLEY COLLEGEPROJECTED REVENUE

SOURCE	BUDGETED FY 77	REVISED 77	PROJECTED FY 78
urrent Taxes	\$826,310	\$826,310	\$845,000
chargeback Non-College Territory Other Community College	22,000 18,000	25,000	10,000
CB Flat Rate	1,274,672	1,159,132+ 43,000 (Late Lump Sum from 1976) = 1,202,132	1,319,715 + 26,000 (Developmental Grant) + 38,000 (Equali- zation)
c Ed Reimbursement	152,780	100,000	91,000
W - Title II	3,000	3,900	3,500
ederal Workstudy	111,156	137,000	150,000
IP	18,435	18,435	18,500
her Federal	100	100	6,000
ition	943,732	807,000	814,000
es	500	500	500
terest on Investments	5,000	5,000	5,000
her Revenue	5,000	5,000	5,000
TAL	\$3,380,685	\$3,130,377	\$3,332,215
ss Tuition Chargeback	14,000	10,000	
JUSTED REVENUE	\$3,366,685	\$3,120,000	

SAUK VALLEY COLLEGE  
REVISED REVENUE PROJECTIONS 1976-77 (STATE AID)

FUNDING CATEOTRY	RATE	SUMMER	FALL	SPRING	YEAR TOTAL
Baccalaureate & General Academic	18.87	2,663 \$50,251	11,867 \$223,930	11,510 \$217,194	26,040 \$491,375
Business, Personnel & Public Service	16.93	1,180 \$19,977	5,424 \$ 91,828	5,261 \$ 89,069	11,865 \$200,874
Data Processing & Commerce	19.88	72 \$ 1,431	556 \$ 11,053	539 \$ 10,715	1,167 \$ 23,200
Natural Science & Industrial Tech	24.37	505 \$12,306	2,836 \$ 69,113	2,751 \$ 67,042	6,092 \$148,462
Health	37.01	626 \$23,168	2,484 \$ 91,933	2,409 \$ 89,157	5,519 \$204,258
Review of Vocational Skills	13.96	26 \$ 363	590 \$ 8,236	572 \$ 7,985	1,188 \$ 16,584
Remedial & Developmental	14.17	355 \$ 5,030	1,829 \$ 25,917	1,774 \$ 25,138	3,958 \$ 56,084
Other General Studies	7.65	126 \$ 964	553 \$ 4,230	536 \$ 4,100	1,215 \$ 9,295
Unknown Category	18.00	----	300 \$ 5,600	200 \$ 3,600	500 \$ 9,000
<b>TOTAL - STUDENT CREDIT HOURS</b>		<b>5,553</b>	<b>26,439</b>	<b>25,646</b>	<b>57,638</b>
<b>DOLLARS</b>		<b>\$112,059</b>	<b>\$531,840</b>	<b>\$514,000</b>	<b>\$1,159,132</b>

SAUK VALLEY COLLEGE

REVENUE PROJECTIONS 1977-78 (STATE AID)

1-6-77

DING CATEGORY	RATE	HOURS	YEAR'S TOTAL	NEW RATES
calaureate & general Academic	23.33	26,500	\$618,245	\$590,950
iness, Personnel Public Service	16.74	11,900	-\$199,206	\$180,999
a Processing & commerce Tech	27.74	1,200	\$ 33,288	\$ 31,656
ural Science & Industrial Tech	28.86	6,200	\$178,932	\$168,330
lth Technology	49.51	6,000	\$297,060	\$285,720
ational Skills	11.60	1,200	\$ 13,920	\$ 12,432
edical & Developmental	8.17	4,000	\$ 32,680	\$ 37,280
ier General Studies	11.47	1,200	\$ 13,764	\$ 12,348
TAL FOR YEAR		58,200	\$1,387,095	\$1,319,715

7-77

Illinois Community College Board

RECOMMENDED FY1978 CREDIT HOUR FUNDING  
FOR ILLINOIS COMMUNITY COLLEGES  
BY EIGHT INSTRUCTIONAL CATEGORIES

	ICCB*	AD HOC COMMITTEE**	IPHE STAFF ***	
	<u>11-19-76</u>	<u>12-15-76</u>	<u>January, 1977</u>	<u>Basic Rate</u>
	<u>Rate</u>	<u>Rate</u>	<u>Rate</u>	<u>Enrollment Growth Rate</u>
Baccalaureate	\$23.33	\$22.55	\$22.30	\$15.61
Business, Public Service and Personal Services	16.74	15.62	15.21	10.65
Data Processing, Commerce Technology	27.74	26.54	26.38	18.47
Natural Science, Industrial Technology	28.86	27.29	27.15	19.01
Health	49.51	47.29	47.62	33.33
Vocational Skills	11.60	10.88	10.36	7.25
Remedial/Developmental	8.71	9.87	9.32	6.52
General Studies	11.47	10.81	10.29	7.20
All Categories	20.80	20.26	20.06	14.04

\* Based on enrollment level of 185,500 FTE students

\*\* Based on enrollment level of 180,000 FTE students

\*\*\* Based on enrollment level of 184,000 FTE students

SAUK VALLEY COLLEGE

7 PRE-REGISTRATION ENROLLMENT REPORT

PAGE 43

COLLEGE TOTALS FOR SPR 77

TALS

CURSES WITH 1 OR MORE REQUESTED SEATS	567
5 OR. MORE REQUESTED SEATS	474
10 OR MORE REQUESTED SEATS	362
15 OR MORE REQUESTED SEATS	247
20 OR MORE REQUESTED SEATS	162
25 OR MORE REQUESTED SEATS	104
30 OR MORE REQUESTED SEATS	68

NUMBER OF SUBSCRIBED COURSES 162

DAY NIGHT TOTAL

NUMBER OF SUBSCRIBED COURSES	427	287	714
NUMBER OF SUBSCRIBED COURSES WITH ENROLLMENT	370	197	567

NUMBER OF SUBSCRIBED COURSES	12402	8360	20762
NUMBER OF SUBSCRIBED COURSES WITH ENROLLMENT	5648	3281	8929

NUMBER OF SUBSCRIBED COURSES	35678	18866	54544	PERCENTAGE
NUMBER OF SUBSCRIBED COURSES WITH ENROLLMENT	15302	8893	24195	FILLED 44.36

ENROLLMENT BY EIGHT FUNDING CATEGORIES

	PREV-SEM-CURR-SEM-BUDG	PREV-YTD-CURR-YTD-BUDG
ACADEMIC	13273	11695
PUB. SERV	6538	5102
COMMERCE	421	509
INDUS. TECH	3106	2984
SESSIONS	2244	2410
SKILLS	313	247
INSTRUCT	1561	1075
STUDIES	652	357
OTHER	173	173
TOTAL	28108	24195
PREV-SEM-CURR-SEM-BUDG	30615	62707
PREV-YTD-CURR-YTD-BUDG	56039	67088

58,500

Revised Projection  
for Mid-Term.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 26, 1977

MEMORANDUM

TO: Dr. Cole

CC: John Sagmoe

RE: RECOMMENDATIONS FOR BUDGET REDUCTIONS FOR 1977-78 FISCAL YEAR BY THE ACADEMIC SKILLS STAFF

These reductions include:

- 1) Reducing the part-time instructional budget.
- 2) Utilization of the Developmental staff in the teaching of Developmental Math courses. This is in process during the spring semester through Chuck Walrath assisting and observing in one of the current math courses.
- 3) Utilization of the current full-time staff members who are teaching English as a Second Language (ESL) and Adult Basic Education (ABE). In the past, we have had to rely on part-time staff but through staff development in the spring semester, we should be able to train our full-time staff to absorb these courses, if needed.
- 4) The possible inclusion of coaching as part of Chuck Walrath's schedule.
- 5) Securing grants through the office of the Assistant Dean, Frank Pintozzi.

In summary, I feel that the assignment of the 32-hour load and the reduction of the part-time staff provides the greatest opportunity for reductions in this department. On the basis of the teaching loads for the spring and the retraining, I am not recommending retrenchment in the Academic Skills area.

JES/vld

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 24, 1977

## MORANDUM

Academic Skills Center Staff  
Karen Pinter, Chuck Walrath, Teresa Mueller

AM: John Sagmoe

Attached is a summary of our Tuesday, January 11 meeting at which time we considered various methods for future budget reductions.

This summary is not a complete word-for-word transcript of the meeting (you might recall that we wandered quite a bit during the meeting).

I have the tape of the meeting if any clarification is needed. It should also be noted that this meeting was held during the vacation period and Terry was not available.

In reviewing these notes, I asked my secretary to go through and include all the significant recommendations that were made. It would appear that in summary, the following were the most significant.

- A) Reduction of the part-time instructors
- B) Explore the possibilities of the developmental staff absorbing the teaching of the mathematics courses
- C) Utilization of current full-time staff for teaching in the English As a Second Language and Adult Basic Education classes.
- D) Possible inclusion of coaching as part of Chuck Walrath's schedule

AND

- E) Attention given to the writing of grants through the office of the Assistant Dean, Frank Pintozzi.

JES/vld

ENC

cc Frank Pintozzi

ACADEMIC SKILLS CENTER

Budget Reductions

Tuesday, January 11, 1977

Dean Sagmoe: This meeting is to discuss your recommendations for budget reductions. What recommendations would this department make regarding any revisions, if we had to, in the current staffing patterns? One of the first things might be to look at the part-time instructors.

Frank Pintozzi: Well, we have already bumped a couple of part-timers, Bishop, for example. I'm sure we'll be doing more of that. We will probably have to cancel some classes and then switch people around to take the part-time sections.

Chuck Walrath: Ron Hartje told me that it might be possible now that coaches may have their coaching assignment as part of their work load.

Dean Sagmoe: I think this might be a possibility.

Chuck Walrath: If we have problems meeting our load, then I think that's a good idea, as I have been trying to get it as part of my load for some time. We would have to sit down and discuss what would be a fair amount of credit hours for coaching. I would probably take 3 hours each semester.

Dean Sagmoe: That's a possibility.

Karen Pinter: I think spring semester we might be able to bump part-timers without too much of an effect because the enrollments are down. But in the fall it may be a problem that we will have to consolidate our classes.

Frank Pintozzi: We will still have to have some part-time teachers if we are to service the needs of the night students; (GED, ABE) unless we use Karen, Chuck, or Teresa at night, then we would have to staff some day classes. Either way, you will have to use the part-time teachers, especially in the fall, unless enrollments go down drastically next fall.

Karen Pinter: We can consolidate some sections, and we can continue to offer those. We increased our math offering a lot last year.

Chuck Walrath: I think we've been offering reading every night. On Mondays, there have been special sections. GSP 100 and ENG 110 has been offered on Tuesday, Wednesday, and Thursday nights.

Karen Pinter: We had ENG 110 on Monday night.

Chuck Walrath: That is one place where we could cut back in the fall.

Frank Pintozzi: We should cut down the number of night sections, but we would still offer some night sections to service those students.

Chuck Walrath: I think it is obvious that this is becoming a morning and evening school. There is nothing in the afternoons.

Dean Sagmoe: What about the staffing in Math. Does anybody in this department teach math. We absorb math teachers from two other departments, Business and Mathematics. It used to be just Mathematics, but now it's Business, too.

Chuck Walrath: I have considered trying to learn how to teach math, and I haven't really decided as yet.

(DISCUSSION INDICATING PLANS TO SIT IN ON A MATH CLASS IN THE SPRING TO OBSERVE TEACHING METHODS AND COURSE CONTENT.)

Frank Pintozzi: Now, you will be helping Osborn because Osborn has that class. Harding has the night class. Harding is actually the one that will need help because he will have those special students.

Chuck Walrath: I haven't really had any classes on how to teach math, but I've had 2 semesters of calculus in college, and I have taught math in the GED class for 2 years. I know how to do it.

Karen Pinter: I would say that out of the three of us, Chuck would be the most likely to teach math.

Dean Sagmoe: It is something to look at because if we are looking at the enrollments for the reading classes that are down, we have qualified people in the developmental area that could teach other developmental classes.

Chuck Walrath: At that level, it is more a matter of trying to explain something to a student, the how of learning, than it is a matter of how high a level of math he is able to understand. I did think for a time that math was going to be my major.

Dean Sagmoe: This is one thing we have to consider.

Frank Pintozzi: On the other hand, this whole subject did originate within the math department. It was developed, started . . . .

Karen Pinter: It was developed by the math department. I don't know where the idea came from, whether they were told to do that, I don't really know.

Frank Pintozzi: We have to watch to see if there is any friction because you establish a tradition.

Dean Sagmoe: We are just looking at potential courses.

Frank Pintozzi: What we could do, maybe, is reach some compromise so that Tom would have one and you would have one. We would have to watch our departmental relations. We would still use him on a less basis. I am not saying that Chuck would be a totally exclusive math teacher.

Dean Sagmoe: What about ESL, do we have staff in this area or do we have to go outside for this.

Frank Pintozzi: I don't think these people could do it.

Chuck Walrath: I think Terry and Karen both have capabilities of . . . .

Karen Pinter: I don't have the experience in the practical, but I took a course about inter-cultural relations. It was wonderful. It wasn't how to get people into the book, it was more cultural. I would have liked a semester to work with Don, but I guess I had to settle for an afternoon talking with him. Terry has had some experience.

Frank Pintozzi: I think this is an area that we could go into along with the ABE classes at night. The special ones like the 050, there is one that has 5 people in it.

Jean Sagmoe: Have any of you full-time people taught the ABE class?

Karen Pinter: We have not. That class is mainly the Vietnamese.

Frank Pintozzi: You are getting half-and-half, I think.

Chuck Walrath: I don't think we have many people coming out as we have had before.

Frank Pintozzi: It takes more aggressive recruiting.

Karen Pinter: A different kind of recruiting is necessary for some of these special programs. Most of the recruiting that we send out is verbal, not written. The problem with ABE is it's not cheap education, you can't have large classes.

Frank Pintozzi: You have to pay regular salaries.

Chuck Walrath: Those are the kinds of things that should also be funded by extra funding.

Frank Pintozzi: Let's say if you have a class of ABE students, you mean you get grant money?

Jean Sagmoe: What about ENG 110, you all teach that. Do we use our own staff or do we use outside staff.

Chuck Walrath: Occasionally, we have had a night class with part-time instructors.

Karen Pinter: We have three staff on the schedule right now.

Frank Pintozzi: We should be more aggressive in our recruiting in 063. We could do so much for that class. It is a valuable course. We could do spelling, grammar, vocabulary, and basic writing skills. There is nothing in the English department that is comparable. It just hasn't been pushed.

Chuck Walrath: Students can slide by with ENG 100.

Frank Pintozzi: How can they get by without understanding basic concepts?

Karen Pinter: Well, the English Placement Test isn't as sophisticated as reading placement. We would probably get more people in 063 if we had a different testing instrument.

Frank Pintozzi: We have been trying to get through a different placement procedure. I am not sold on the test. But it is pretty diagnostic and it is into specific things.

Jean Sagmoe: In summary, we should realize reductions in part-time assistance depending on how the enrollment comes in.

Karen Pinter: The fact that we are each picking up an extra class is going to reduce the part-time assistance.

Dean Sagmoe: For next year, I am looking at the possibility of coaching being part of the load. And then there is a math possibility; we could analyze the developmental staff teaching the math. Do you have any other recommendations that you would like to make in regard to staff. I want to get your output not mine.

Frank Pintozzi: I could take some of the part-time classes and you wouldn't have to pay me.

Dean Sagmoe: Also, you could write grants and get grants throughout the area. You could recruit for the programs.

**SUMMARY:**

- Reduce part-time instructors
- Developmental Staff absorb the teaching of mathematics courses
- Possible inclusion of coaching as part of Chuck Walrath's schedule
- Utilize full-time staff for ESL & ABE classes

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 27, 1977

## MEMORANDUM

TO: Dr. Cole

FROM: John Sagmoe

RE: ANALYSIS OF CONVERTING COUNSELORS FROM 12-MONTH CONTRACTS  
TO FACULTY CONTRACTS PLUS 1-MONTH SUMMER DUTY

In recent discussions, you have directed me to compute the savings that would be incurred if counselor contracts would be reduced from 12-month contracts to regular faculty contracts plus 1-month summer duty.

I have reviewed this with the counseling department and Mike Seguin, Director of Counseling. The Student Services division would have to restructure the summer counseling and testing program particularly as it relates to the processing, advising, counseling, and orientation of entering new students. However, if it was the desire of the board to reduce the length of the counselors' contracts, I feel that the Student Services division could design an adequate program to meet these needs.

Counselors working on a faculty contract plus 1-month would provide normal services during the regular academic year plus registration and input counseling of new students probably during the month of August. Consideration would also have to be given to scheduling a counselor to work during the summer session.

SAVINGS THAT WOULD BE INCURRED - The current total counseling salary budget is \$60,840.00. Converted to a faculty contract plus 1-month would be \$55,775.00. Thus, the overall reduction would amount to \$5,065.00 on the current salary schedule.

I should add that at the present time, our counseling staff is young, and therefore, have not progressed to the higher ranks on our salary schedule. Thus, it is possible that conversion to this type of contract would result in greater savings in later years.

I should also add that this will eliminate the accumulation of vacation leave for counselors.

JES/vld

ENC

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 26, 1977

## MEMORANDUM

TO: John Sagmoe

OM: Michael Seguin

RE: Reduction in Counseling Program to Save Money During Present Financial Crisis

Having met with the Counseling Department several times to discuss various ways of reducing costs of the program, the following suggestions are made by the Counseling Department:

Recommendation (1) - The counselors would work on a faculty contract plus two months. This would provide coverage during the school year and by staggering counselors' schedules, would also cover Summer school and Fall registration.

Savings to be accrued would be to have the building closed between graduation and the beginning of Summer school and some point in early August before registration activities would resume.

Recommendation (2) - Counselors would work on a faculty contract plus one month. By following this recommendation counseling services could be provided during the academic year, plus registration for the Fall semester, which could be done from the beginning of August. Coverage could also be applied to registration for Summer school, although this would necessitate bringing counselors back to campus for Summer school registration, which might be two or three weeks after the conclusion of the Spring semester.

If we follow Recommendation (2), it would be beneficial to bring one counselor on campus as a Summer school counselor and we would have to include summer sections of Psy 100 in the registration process or teach them on a Summer school basis.

mn

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 31, 1977

## MEMORANDUM

TO: SVC Board of Trustees

CC: Dr. George E. Cole  
President

Attached are some of the answers to some of the questions raised at our last Board meeting.

GEC/bg  
Enc.

SAUK VALLEY COLLEGE  
STATUS OF 1976-77 BUDGET

PROJECTED EXPENDITURES	\$ 3,504,435
PROJECTED REVENUE	<u>3,120,000</u>
PROJECTED REVENUE GAP	388,435
1976-76 CARRY-OVER BALANCE	<u>323,411</u>
PROJECTED TRUE DEFICIT	\$ 65,024*

\*This figure will probably be reduced. Details will not be available until March 1.

bg  
1-31-77

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 31, 1977

## MORANDUM

SVC Board of Trustees

TO: Dr. George E. Cole  
President

RE: ANTICIPATED IMPACT OF TUITION INCREASE

Most studies indicate that tuition as such does act as a deterrent to college enrollment. In other words, if Sauk Valley charged no tuition we would probably have more students than we have now. Certain areas of the state, such as Chicago and southern Illinois, experienced declining enrollments when they instituted a tuition policy for the first time.

At the present time, 54% of the students enrolled at Sauk Valley College have their tuition paid by someone other than themselves, either through Federal or State scholarship programs or through the veterans scholarship, or through the College Foundation. These students will not be adversely affected by increasing tuition.

On-the other hand, the remaining 44% will probably be affected. The group that I feel will be most adversely affected are the housewives who constitute a fairly large segment of our enrollment. Many of them do have a difficult time in getting the money together for tuition because they usually have a low priority in the household, for example, the needs of the primary breadwinner, the father, and the needs of the children are usually taken care of first and if there is money leftover then it is used for the mother's tuition.

I do not know how we could deal with this problem. Some institutions have instituted a policy of deferred tuition payment. We do this on an informal basis at Sauk. It has never been publicized but we do allow students to defer tuition payment up to the end of the semester where, in the opinion of the counselor or the financial aids office, this type of activity is justified. We have never formally accepted this policy because we feel that once it is announced it will be utilized by a larger number of students and it would create some administrative problems.

A second possible solution, implemented by some colleges, is the creation of a larger student loan program. We are working toward this through the College Foundation, but we still have a considerable amount of work to do if we are going to make it large enough to deal with the large segment of our student population who would like to take advantage of this opportunity, if it were available.

It is very difficult to anticipate in advance all the consequences of increasing tuition. We feel we will not really know this until enrollment is completed for the fall semester, 1977.

GEC/bg

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 31, 1977

## MEMORANDUM

TO: Dr. George E. Cole

FROM: Ralph Gelander  
Assistant to the President

RE: SURVEY OF TUITION AND FEES CURRENTLY IN EFFECT IN  
AREA COMMUNITY COLLEGES

### HIGHLAND COMMUNITY COLLEGE

Tuition is \$15 per credit hour and there are no activity fees.

Cost for a three credit hour class is \$45.00.

### KISHWAUKEE COMMUNITY COLLEGE

Tuition is \$12 per credit hour. There are two additional fees including a \$1 per credit hour activity charge and a \$2 per course registration fee.

Cost for a three credit hour class is \$41.00.

### ILLINOIS VALLEY COMMUNITY COLLEGE

Tuition is \$10 per credit hour and there is a \$10 per semester activity fee charged to all full-time students.

Cost for a three credit hour class is \$31.00.

### BLACK HAWK COLLEGE

Tuition is \$14.50 per credit hour and there is an additional \$1 per hour activity fee.

Cost for a three credit hour class is \$46.50.

### ROCK VALLEY COLLEGE

Tuition is \$15 per credit hour and there is an activity fee of \$1 per credit hour.

Cost for a three credit hour class is \$48.00.

RG/bg

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 31, 1977

## MEMORANDUM

TO: Dr. Cole

OM: John Sagmoe

From discussions with Ron Marlier, Director of Financial Aids, it would appear that approximately 54% of Sauk Valley College students receive some sort of financial aid in the form of scholarships and grants administered through the Financial Aids' office, the Veterans' Educational Benefits, or outside sources such as CETA, Public Aid, etc.

This percentage is a good reflection of the fall enrollment, and we would project the same for the spring. However, at this time it is impossible to be precise since registration is still in process in some areas.

JES/vld

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 31, 1977

## MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole  
President

RE: ASSISTANT DEANS APPRAISAL

This short paper is being written in response to questions raised at the last Board meeting about the value of the assistant deans. It should be remembered that there were several arguments offered for creating these positions.

The first argument was concerned with the productivity of full-time instructional staff. The enrollment decline experienced by the college during this academic year created temporary circumstances which, in my opinion, did generally not support our first argument. In my opinion, this situation will probably change in the following years and the impact of Deans upon faculty productivity should become evident by next fall and in several specific instances is evident in the spring registration patterns.

The second major argument dealt with the development of individual faculty members through the leadership and support of the assistant deans, the development of new programs, and the development of new delivery systems, specifically in the area of course scheduling. Considerable evidence is available indicating that the efforts of Jim Strickland in working with industry and Dr. Bronsard in the off-campus area is proving to be fruitful and well received.

The third major argument dealt with instructional evaluation. There is ample evidence that this is taking place in a relatively non-threatening manner and I believe that a considerable amount of individual faculty growth is taking place at this time.

It is important to notice that on an overall basis, less than one-half of the available seats in the available scheduled sections of classes are filled, according to the last computer print-out which was attached to the package mailed to the Board. If all of the seats in all of the classes were filled, we would have 54,544 credit hours. As of the 26th of January, however, we have 24,194 credit hours. At the present time 44.36% of the seats are filled. A more detailed analysis, however, on an area-by-area basis does demonstrate that many of the programs are filled to capacity while others are minimally enrolled.

Memo to: SVC Board of Trustees  
January 31, 1977  
Page #2

This demonstrates that there is a need for selective pruning of the schedule along with concentrated efforts to increase enrollments in some low areas and to develop programs which will deal with the overflow of students from those areas which are currently filled to capacity. Most of this detailed schedule planning and curriculum development must be done by the assistant deans in close cooperation with the faculty on a one-to-one basis. This will take time, however, I am firmly convinced that future success at the college will depend heavily upon the extent to which we are able to keep our curriculum and scheduling in tune with the needs of the community. Most of the faculty insist that they are too busy to accomplish these kinds of tasks. We also discovered that through having the assistant deans, we are able to accomplish budget analysis and control on a much more efficient and accurate basis.

It should also be remembered that one of the assistant deans was hired to fill an administrative vacancy which would have had to have been filled irregardless. Another was hired to fill the vacancy which will be created through an anticipated retirement and the third was hired to perform some very valuable assistance in an area which has underwent an incredibly rapid growth and by all indications will continue to grow and develop; the career education area at Sauk Valley College.

There will be detailed reports from each area at the end of this academic year. It has been my personal observation that the assistant deans have been well received by the faculty and my office has experienced a minimum of faculty discord so far this year. I feel the faculty are better informed, are more sure of what is expected of them, and that most of them are accomplishing growth in their respective areas of study and are demonstrating improvement in the classroom because of this growth. I would conclude, based on a limited analysis, that the decision to hire assistant deans was a good decision and that both the short-range and long-range benefits of this decision will become increasingly evident in the months ahead.

GEC/bg

DEPARTMENT Humanities

CATEGORIES	1974-75 SCH's	1975-76 SCH's	1976-77 SCH's	1977-78 SCH's
FULL-TIME FACULTY (Average Without Overload)	SCH 6,014 * EQ 10.3 ** AV 583.8	SCH 7,243 EQ 11.9 AV 608.6	SCH 7,264 EQ 12.1 AV 600.3	SCH 8,264 EQ 12.3 AV 671.8
PART-TIME FACULTY and OVERLOAD	SCH 1,017	SCH 1,187	SCH 588	SCH 210
TOTAL SCH's BY DEPARTMENT	7,031	8,630	7,852	8,474

\* Equated Faculty  
\*\* Average Student Credit Hour

DEPARTMENT Social Science

CATEGORIES	1974-75 SCH's	1975-76 SCH's	1976-77 SCH's	1977-78 SCH
FULL-TIME FACULTY (Average Without Overload)	SCH 6,408 *EQ 6.8 **AV 942.3	SCH 7,917 EQ 6.8 AV 1,164.2	SCH 6,143 EQ 7 AV 877.5	SCH 7,011 EQ 7 AV 1,001.5
PART-TIME FACULTY and OVERLOAD	SCH 96	SCH 1,026	SCH 868	SCH -
TOTAL SCH's BY DEPARTMENT	6,504	8,943	7,011	7,011

\* Equated Faculty

\*\* Average Student Credit Hour

DEPARTMENT Natural Science

CATEGORIES	1974-75 SCH's	1975-76 SCH's	1976-77 SCH's	1977-78 SCH's
FULL-TIME FACULTY (Average Without Overload)	SCH 5,330 *EQ 7.6 **AV 727.6	SCH 5,974 EQ 8.0 AV 746.7	SCH 5,838 EQ 8 AV 729.7	SCH 5,891 EQ 8 AV 736.3
PART-TIME FACULTY and OVERLOAD	SCH 416	SCH 905	SCH 711	SCH 711
TOTAL SCH's BY DEPARTMENT	5,746	6,879	6,549	6,602

\* Equated Faculty

\*\* Average Student Credit Hour

DEPARTMENT Physical Education

CATEGORIES

1974-75 SCH's

1975-76 SCH's

1976-77 SCH's

1977-78 SCH's

FULL-TIME FACULTY  
(Average Without  
Overload)

SCH 735  
\*EQ 2.6  
\*\*AV 282.6

SCH 1,069  
EQ 2.4  
AV 445.4

SCH 953  
EQ 2.2  
AV 433.1

SCH 1,075  
EQ 2.4  
AV 416.6

PART-TIME FACULTY  
and  
OVERLOAD

SCH -

SCH 11

SCH 66

SCH -

TOTAL SCH's  
BY DEPARTMENT

735

1,080

1,019

1,075

\* Equated Faculty

\*\* Average Student Credit Hour

SUMMARY OF SUMMER SESSION1976TS AND SCIENCES

	<u>SALARY (1/36 OF BASE SALARY X S.C.H.)</u>	<u>OVERLOAD SCHEDULE</u>	<u>INCOME</u>
<u>HUMANITIES</u>			
Beatty, Edward	\$ 3,462.00	\$ 1,350.00	\$ 2,132.46
Devine, John	2,560.00	1,350.00	4,264.92
Guinnup, Max	2,311.00	675.00	3,198.69
Lillyman, Kit	1,325.00	675.00	969.30
Lund, Deb	3,568.00	2,400.00	8,142.12
Matter, Robert	2,392.00	1,350.00	2,714.00
O'Banion, John	1,551.00	675.00	3,392.55
Thomas, Robert	1,236.00	675.00	2,714.00
<u>ARTURAL SCIENCE</u>			
Harper, Charles	2,398.00	675.00	2,710.80
Heuck, Dale	1,648.00	900.00	3,388.50
Keller, Stuart	4,557.00	2,025.00	4,846.50
Youker, David	2,493.00	1,125.00	5,572.20
<u>SOCIAL SCIENCE</u>			
Byar, William	3,110.00	1,350.00	3,586.41
Doyle, Don	2,560.00	1,500.00	6,009.66
Foster, Don	2,722.00	675.00	2,035.53
Geldean, Larry	1,045.00	675.00	1,647.81
Nesbit, Fred	2,738.00	1,500.00	4,555.71
Vrhel, George	2,392.00	1,350.00	4,943.43
Wharton, Robert	2,392.00	1,350.00	3,037.14

ARTS AND SCIENCES

	<u>SALARY (1/36 OF BASE</u>	<u>OVERLOAD</u>	<u>INCOME</u>
	<u>SALARY X S.C.H.</u>	<u>SCHEDULE</u>	

ACADEMIC SKILLS

Harding, Tom	\$ 2,392.00	\$ 1,350.00	\$ 1,275.50
Walrath, Charles	1,784.00	1,200.00	2,969.25

PHYSICAL EDUCATION

Hartje, Ron	473.00	225.00	452.34
-------------	--------	--------	--------

Mabee, Dan	1,235.00	725.00	1,583.19
Palumbo, Frank	1,629.00	500.00	1,098.54

---

TOTALS	\$ 53,973.00	\$ 26,275.00	\$ 77,240.55
--------	--------------	--------------	--------------

DIFFERENCE OF SALARY/OVERLOAD SCHEDULE	\$ 53,973.00
	- 26,275.00
	<hr/>
	\$ 27,698.00

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 31, 1977

## MORANDUM

Dr. Cole

DM: John Sagmoe

Attached is the requested information regarding student credit hour production summaries and general budget estimates for the Academic Skills Center.

I am also enclosing the budget estimates as requested for the Student Services division and the Learning Resource Center.

JES/vld

ENCS

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 31, 1977

## MEMORANDUM

TO: John Sagmoe

FROM: Frank Pintozzi

Attached is a summary of 1) general budget categories, and 2) student credit hour production categories in the Academic Skills Center and the Learning Resource Center.

This summary is based on the follow-up suggestions made by myself and staff members regarding budget reductions.

Areas considered include:

1. Decrease capital outlay
2. Decrease travel
3. Decrease supplies and materials
4. Allocation of the Disadvantaged Grant into the general budget of the college (This will increase the total budget. However, we will maintain our present part-time staff at about the same level as this year).
5. Full-time staff absorbing Adult Basic Education and English As a Second Language courses
6. A member of the staff (Chuck Walrath) teaching developmental math.
7. Continued grant writing by the Assistant Dean, Frank Pintozzi

FP/vld

DEPARTMENT Academic Skills

CATEGORIES	1975-76 SCH'S *	1976-77 SCH's *	1977-78 SCH'S *
FULL-TIME FACULTY (Average Without Overload)	3 - 647	3 - 566.6	3 - 600
PART-TIME FACULTY	12 - 1160	8 - 754	8 - 800
TOTAL CREDIT HOURS BY DEPARTMENT	3101	2382	2600

\* Does not include student credit hours generated in Sumer school, Community services, and by other department faculty teaching GSP courses.

DEPARTMENT Academic Skills

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = 8 Dollars = 6,600	Numbers = 8 Dollars = 6,600	Number = 8 Dollars = 6,600
CONTRACTUAL SERVICES	400	400	500
GENERAL MATERIALS AND SUPPLIES	5,100	4,000	3,000
CONFERENCE & MEETING EXPENSE	363	363	300
FIXED CHARGES			
CAPITAL OUTLAY	2,500	2,000	1,150
OTHER			
TOTALS	14,963	13,363	11,550

DEPARTMENT STUDENT SERVICES

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = 0	Numbers = Dollars = 0	Number = Dollars = 0
CONTRACTUAL SERVICES	\$ 475.00	\$ 475.00	\$ 475.00
GENERAL MATERIALS AND SUPPLIES	\$16,800.00	\$16,300.00	\$15,800.00
CONFERENCE & MEETING EXPENSE	\$ 6,700.00	\$ 6,700.00	\$ 6,000.00
FIXED CHARGES			
CAPITAL OUTLAY	\$ 1,400.00	\$ 1,400.00	\$ 600.00
OTHER Recruitment at Fairs, etc.	\$ 2,200.00	\$ 2,200.00	\$ 2,000.00
TOTALS	\$27,575.00	\$27,075.00	\$24,875.00

DEPARTMENT Learning Resources

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars =	Numbers = Dollars =	Number = Dollars =
CONTRACTUAL SERVICES	3,000	3,000	3,500
GENERAL MATERIALS AND SUPPLIES	47,900	45,900	41,700
CONFERENCE & MEETING EXPENSE	413	413	400
FIXED CHARGES			
CAPITAL OUTLAY	16,500	14,500	13,411
OTHER			
TOTALS	67,813	63,813	59,011

PHYSICAL EDUCATION DIVISION  
SUMMARY OF RECOMMENDATIONS

1. Increase student recruitment activities. (p. 1)
2. Create and offer more marketable courses. (pp. 2-3)
3. Emphasize the value of Physical Education courses in freshmen orientations. (p. 3)
4. Build student interests in Physical Education offerings through "taste tests" and flexible scheduling. (p. 4)
5. Exploit the off-campus market as much as possible. (p. 4-5)
6. Increase course student credit hours where possible. (p. 5)
7. Exploit "special interest" markets. (pp. 5-6)
8. Reconsider coaching salary arrangements. (pp. 7-10, 19-20, 28-19)
9. Pay more attention to the occasional adult learner market. (pp. 10-12)
10. Pay more attention to the afternoon and evening market. (pp. 12-15)
11. Combine golf, archery and tennis offerings into a "life time activities" program. (p. 17)
12. Reconsider supply budgets. (pp. 22-23)
13. Reconsider travel budgets. (pp. 23-24)
14. Reconsider the use of swimming activities. (p. 25)
15. Consider the addition of a Health course. (p. 26)

/

SOCIAL SCIENCES DIVISION  
SUMMARY OF RECOMMENDATIONS

1. Have full-time Social Sciences faculty teach all Economic courses. (pp. 3, 40-41)
2. Eliminate Psychology 104 offerings, absorbing its students into other Psychology courses. (p. 3)
3. Eliminate Chicano Culture 257. (p. 3)
4. Eliminate Social Science in Human Affairs 101 and 102. (p. 3)
5. Have full-time faculty teach Abnormal Psychology. (p. 3)
6. Reconsider the Assistant Dean positions. (p. 3)
7. Let high SCH production in some courses carry lower SCH production in other courses. (pp. 4-5)
8. Consider heavier divisional involvement in off-campus offerings. (pp. 7-9)
9. Reconsider administrative reorganization. (pp. 9-17)
10. Eliminate part-time faculty use as much as possible to save full-time slots. (pp. 17-18)
11. Evaluate a faculty member's SCH production in terms of 4 to 6 semesters. (p. 19)
12. Retain the "Don Doyle" Psychology slot. (pp. 19-25)
13. Reconsider the possibility of Saturday classes. (pp. 25-26)
14. Inaugurate the new Government Services curriculum. (pp. 26-27)
15. Consider all aspects of faculty retrenchment before proceeding in it. (pp. 27-31, 43)
16. Consider carefully possibilities of a referendum and a tuition increase. (pp. 31-32)
17. Trim travel budgets. (pp. 34-35)
18. Reconsider summer school arrangements. (pp. 36-39)

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 31, 1977

## MEMORANDUM

TO: Dr. Cole

FROM: Dr. Williams

*In keeping with the consideration regarding the budget, I feel it is important for the Board to have the following information on Career Education in the College, and some of the recommendations I am currently following through on, in an effort to decrease expenditures for the coming year:*

A. CRIMINAL JUSTICE

*As you know, I have recommended that we do not replace an instructor in the anticipated vacancy for Criminal Justice. This will be a saving of \$13,350.00, however, approximately \$8,000.00 of this will have to be expended in part-time payroll in order to maintain the existing program.*

B. FOOD SERVICE

*I have recommended that Mr. Richard Holtam, Director of Public Service programs publicize information to the effect that we will no longer offer the two AAS degree programs in Food Service. We will continue to offer courses in the Certificate Program in Food Service.*

*The reason for this decision is one of not being able to run a program with part-time staff. Food Service program is complicated. It involves a considerable amount of supplies and materials and should have a full-time instructor in order to operate it. The saving here would be approximately \$1,200.00 in the part-time and overload payroll.*

C. DATA PROCESSING

*Earlier this semester, I recommended to you that the contracts for the three administrative Data Processing staff be adjusted for the coming year, requiring that they teach a total of 9 credit hours on a calendar-year basis. I continue to make this recommendation and hope you will be able to accomplish it beginning with the next fiscal year. With this change, there will be a saving of \$5,000.00 in the part-time and overload payroll.*

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE *January 31, 1977*

## MEMORANDUM

TO:  
Dr. Cole  
PAGE TWO

FROM:

D. SECRETARIAL SCIENCE LABORATORY

*I am recommending that Mr. Strickland, Assistant Dean of Career Education, decrease the number of hours the laboratory is open weekly from 54 to 40. Although this will decrease the part-time and overload budget significantly, it should not significantly affect the progress of students involved in the laboratory.*

*This will require that we employ only 1 of the 2 para-professionals currently employed in the lab, for a net savings of \$7,000.00 during the next fiscal year.*

E. DEPARTMENTAL SUPPORT

*I have recently approved Departmental Support in the amount of \$93,890.00 for the next fiscal year. This compares to \$109,246.00 for this fiscal year. This decrease is extremely significant and I feel that it should be approved as I have recommended.*

F. ELECTRONICS

*I have requested that Assistant Dean Strickland begin an examination regarding our Electronics program. With our current enrollment, it is very difficult to continue our program without a full-time instructor.*

*At the present time, we are running the complete program with numerous part-time instructors who bring excellent qualifications, however, there is no continuity in programming- and, of more serious concern -- no supervision over the equipment and materials in this laboratory.*

*If we are not able to secure an additional instructor in Electronics for the next fiscal year, I will be recommending that we will decrease our offerings. I do not like to do this as it will decrease the student credit hours, however, I feel we cannot continue to offer a program that lacks quality, which is subject to external criticism.*

*I hope this information is valuable to you and to the Board Members, who will make a decision this evening regarding these problems.*

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 24, 1977

## MEMORANDUM

TO: Dr. Cole

CCM: Dr. Williams

Earlier this semester you requested that I meet with the Business Department to discuss the subject of retrenchment of full-time staff. I recently forwarded to you, the transcripts of this meeting. These transcripts bear out the willingness of the Department to face up to their responsibilities, however, there was no-individual-name submitted for retrenchment purposes.

The Business Department's problem, encountered this year, is a decrease in student credit hours (approximately 13%), over the previous year. This gives cause for consideration of retrenchment; significantly due to decrease in enrollment, with an increase in the credit hours and sections taught by part-time instructors. This particular aspect is not new to the Business Department.

As early as October 1976, I made the Department aware of this problem, through a memo and they did meet and discuss this situation. I was very pleased with their reaction, in that individually and collectively they took action to resolve it as soon as possible through re-training of the existing staff.

During this interval of re-training, other efforts must be made to reduce cost, in keeping with your request.

I am, therefore, making the following recommendations:

- A. That Philip Osborn's re-training plan be carried out as rapidly as possible, allowing him to begin teaching Real Estate courses in the Spring Semester of 1978. By so doing, he will take the place of a number of part-time instructors who have been teaching Real Estate courses.
- B. That until Mr. Osborn is qualified to take over this teaching responsibility; he will teach three credit hours each semester in the Developmental Laboratory, where he was originally assigned upon leaving his administrative post. This action will result in his having a significant enrollment to carry us through this difficult period.
- C. That the Secretarial Science Laboratory, now open 54 hours per week, will remain open 40 hours per week beginning with the Fall 1977 semester. This will not affect student progress, however, it will considerably reduce part-time professional staff by at least one, with an estimated savings of \$7,000 during 1977-78 fiscal year.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE *January 24, 1977*

## MEMORANDUM

TO: *Dr. Cole*

FROM: *Dr. Williams*

**PAGE TWO**

- D. *Revise the contracts of the three staff members in Data Processing, to require their teaching nine credit hours each calendar year as part of their normal contractual load. This will save the institution approximately \$5,000 per year. It will still allow them to earn additional money through additional teaching.*
- E. *That based upon a forthcoming decision regarding Economics courses, and the division in which they are to be taught; Mr. Gates accepts the Economics courses in lieu of his background and expertise as part of his load, or, that he continue re-training efforts in the area of Data Processing.*
- F. *That James Strickland, Assistant Dean of Career Education, teach one course each semester in the Banking curriculum. This will deduct six credit hours from the part-time budget, and allow Mr. Strickland to be in contact with this program which he has recently developed.*
- G. *That the schedule for the Fall 1977 be closely examined for the most efficient operation. This will necessitate some instructors in the Departments to teach the maximum 32-hours contractual load. It will also mean---- since two-thirds of the student credit hours are generated in the evening classes, that each instructor accept three evening classes per semester as a normal part of his teaching assignment until enrollment-changes warrant staffing re-arrangements.*
- H. *That no retrenchment of full-time staff occur during the coming fiscal year.*

*The above recommendations encompass a total effort to decrease part-time and overload expenditures for the Business Department.*

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE *January 24, 1977*

## MEMORANDUM

TO: *Dr. Cole*

FROM: *Dr. Williams*

**PAGE THREE**

*In summary, the changes involved are:*

1. *Some will sacrifice monies previously earned through overload,*
2. *Other will be involved in re-training efforts,*
3. *Several will be required to teach the maximum contractual load,*
4. *And others will have to assume a much heavier evening-teaching schedule.*

*The point is-- all will have to make sacrifices, and in so doing, it is my hope that by this recommendation---, no staff member will lose his job.*

*It is also my hope that working together, with Mr. Strickland and me, the Business Department can expand the credit hours and increase the opportunities for staff in the future.*

*lm*

*cc: James Strickland  
Glenn Bailey  
Don Burton  
Marvin Dahlberg  
Carl Gates  
Ron Hartje  
Wayne Holland  
Philip Osborn*

DEPARTMENT

## AGRICULTURE

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = \$1950	Numbers = Dollars = \$1950	Number = Dollars = \$1950
CONTRACTUAL SERVICES	\$ 200	\$ 100	\$ 200
GENERAL MATERIALS AND SUPPLIES	2100	2000	1570
CONFERENCE & MEETING EXPENSE	700	700	700
FIXED CHARGES	None	None	None
CAPITAL OUTLAY	2862	None	400
OTHER			
TOTALS	\$5868	\$2800	\$2870

DEPARTMENT

## AGRICULTURE

CATEGORIES	1975 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75      1975-76 1 - 358      1 - 403	2 - 528 264 ave.	2 - 650 325 ave.
PART-TIME FACULTY	\$5400 - 333      \$7725 684	\$1950 - 216	\$1950 - 250

TOTAL CREDIT HOURS  
BY DEPARTMENT      691      1087      744      900

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = \$22,206.	Numbers = Dollars = \$22,206.	Number = Dollars = \$22,206.
CONTRACTUAL SERVICES	\$3600	\$3600	\$3600
GENERAL MATERIALS AND SUPPLIES	6800	4500	4700
CONFERENCE & MEETING EXPENSE	1600	1400	1500
FIXED CHARGES	None	None	None
CAPITAL OUTLAY	525	525	1108
OTHER			
<b>TOTALS</b>	<b>\$12,525</b>	<b>\$10,025</b>	<b>\$10,908</b>

DEPARTMENT BUSINESS

CATEGORIES	1975-76 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75      1975-76 5 - 4322 6.5 - 5127	7.5 - 2679 357 ave.	7.5 - 5000 666 ave.
PART-TIME FACULTY	\$21,050.      \$31,438.75 2152            3624	\$22,206.88 - 2033	\$22,206. - 3500
TOTAL CREDIT HOURS BY DEPARTMENT	6474	8751	4712
			8500

DEPARTMENT INDUSTRIAL AND TECHNICAL

CATEGORIES	1976-77 BUDGET	1976-77 REVISED ESTIMATE	1977-78 ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars = \$36,004.	Number = Dollars = \$36,004.	Number = Dollars = \$36,004.
Part-Time	Numbers = Dollars =	Numbers = Dollars =	Number = Dollars =
CONTRACTUAL SERVICES	\$1650	\$1000	\$1250
GENERAL MATERIALS AND SUPPLIES	16,581	16,000	15,043
CONFERENCE & MEETING EXPENSE	1,590	1,200	1,465
FIXED CHARGES	None	None	None
CAPITAL OUTLAY	6,767	6,000	4,666
OTHER			
<b>TOTALS</b>	<b>\$26,588</b>	<b>\$24,200</b>	<b>\$22,424</b>

DEPARTMENT INDUSTRIAL

CATEGORIES	1974-75 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75      1975-76 4 - 1896      6.6 - 4111	7.2 - 4263 592 ave.	6 - 4250 708 ave.
PART-TIME FACULTY	\$10,700 784	\$29,610.75 2276	\$36,004. - 2242 \$36,004. - 2850

TOTAL CREDIT HOURS BY DEPARTMENT	2680	6387	6505	7000
-------------------------------------	------	------	------	------

DEPARTMENT AD NURSING

CATEGORIES	1976-77 BUDGET	1976-77 REVISED ESTIMATE	1977-78 ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = \$1,280	Numbers = Dollars = \$1,280	Number = Dollars = \$1,280
CONTRACTUAL SERVICES	\$ 50	\$ 25	\$ 25
GENERAL MATERIALS AND SUPPLIES	\$1200	\$1200	\$1480
CONFERENCE & MEETING EXPENSE	1518	1400	1495
FIXED CHARGES	None	None	None
CAPITAL OUTLAY	None	None	150
OTHER	\$2768	\$2625	\$3150
<b>TOTALS</b>			

DEPARTMENT

AD NURSING

CATEGORIES	1974-75 SCH'S		1976-77 SCH'S	1977-78 SCH'S
	1974-75	1975-76		
FULL-TIME FACULTY (Average Without Overload)	5 - 1502	6 - 1495	5 - 1729 345 ave.	5 - 1518 303 ave.
PART-TIME FACULTY	\$2250	0 0 0	\$1280 0	\$1280 0

TOTAL CREDIT HOURS  
BY DEPARTMENT            1502            1495            1729            1518

DEPARTMENT LP Nursing

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = \$1,280	Numbers = Dollars = \$1,280	Number = Dollars = \$1,280
CONTRACTUAL SERVICES	\$ 75	\$ 50	\$ 75
GENERAL MATERIALS AND SUPPLIES	1150	1150	1590
CONFERENCE & MEETING EXPENSE	715	700	740
FIXED CHARGES	None	None	None
CAPITAL OUTLAY	150	None	150
OTHER			
<b>TOTALS</b>	<b>\$2015</b>	<b>\$1900</b>	<b>\$2550</b>

DEPARTMENT

LP NURSING

CATEGORIES	1974-75 SCH'S	1975-76 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75 3 - 2371	1975-76 4 - 2361	4 - 2345.6 586 ave.	4 - 2378 594 ave.
PART-TIME FACULTY	0	0	\$1280	0

TOTAL CREDIT HOURS  
BY DEPARTMENT

2371 2361 2345.6 2378

DEPARTMENT MEDICAL LABORATORY TECHNOLOGY

CATEGORIES	1976-77 BUDGET	1976-77 REVISED ESTIMATE	1977-78 ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = \$7,520	Numbers = Dollars = \$7,520	Number = Dollars = \$7,950
CONTRACTUAL SERVICES	\$ 800	\$ 400	\$ 400
GENERAL MATERIALS AND SUPPLIES	3530	3530	4691
CONFERENCE & MEETING EXPENSE	625	625	1500
FIXED CHARGES	None	None	None
CAPITAL OUTLAY	1055	1055	None
OTHER			
TOTALS	\$6010	\$5610	\$6591

DEPARTMENT MEDICAL LABORATORY TECHNOLOGY

CATEGORIES	1975-76 SCH'S		1976-77 SCH'S	1977-78 SCH'S
	1974-75	1975-76		
FULL-TIME FACULTY (Average Without Overload)	1 - 411	1 - 474	1 - 342	1 - 500
PART-TIME FACULTY	\$2540 - 0	\$3010 - 0	\$7520 - 228	\$7950 - 800
<b>TOTAL CREDIT HOURS BY DEPARTMENT</b>	<b>411</b>	<b>474</b>	<b>570</b>	<b>1300</b>

DEPARTMENT RADIOLOGIC TECHNOLOGY

CATEGORIES	1976-77 BUDGET	1976-77 REVISED ESTIMATE	1977-78 ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = \$3000	Numbers = Dollars = \$3000	Number = Dollars = \$3000
CONTRACTUAL SERVICES	\$ 750	\$ 650	\$ 700
GENERAL MATERIALS AND SUPPLIES	2990	2800	2785
CONFERENCE & MEETING EXPENSE	1755	1200	1000
FIXED CHARGES	None	None	None
CAPITAL OUTLAY	4380	4380	1497
OTHER			
<b>TOTALS</b>	<b>\$9,875</b>	<b>\$9,030</b>	<b>\$5,982</b>

DEPARTMENT RADIOLOGIC TECHNOLOGY

CATEGORIES	1975 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75      1975-76 1 - 254      1 - 302	1976-77 SCH'S 1 - 254	1977-78 SCH'S 1 - 350
PART-TIME FACULTY	\$2200 - 60      \$1800 - 0	\$3000 - 106	\$3000 - 83

TOTAL CREDIT HOURS  
BY DEPARTMENT      314      302      360      433

DEPARTMENT

CRIMINAL JUSTICE

CATEGORIES	1976-77 BUDGET	1976-77 REVISED ESTIMATE	1977-78 ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = \$8,375	Numbers = Dollars = \$8,375	Number = Dollars = \$10,300
CONTRACTUAL SERVICES	\$ 250	\$ 250	\$ 300
GENERAL MATERIALS AND SUPPLIES	3579	3000	2750
CONFERENCE & MEETING EXPENSE	1500	1200	940
FIXED CHARGES	None	None	None
CAPITAL OUTLAY	2700	2700	None
OTHER			
<b>TOTALS</b>	<b>\$8,029</b>	<b>\$7,150</b>	<b>\$3,950</b>

DEPARTMENT CRIMINAL JUSTICE

CATEGORIES	1974-75 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75      1975-76 2 - 1027    2.4 - 1596	1976-77 SCH'S 2 - 709 354 ave.	.6 - 400
PART-TIME FACULTY	\$4000      \$5250 524            327	\$8375 - 526	\$10,300 - 1300

TOTAL CREDIT HOURS  
BY DEPARTMENT      1551      1923      1235      1700

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = \$3,150	Numbers = Dollars = \$3,150	Number = Dollars = \$3,150
CONTRACTUAL SERVICES	\$ 100	\$ 100	\$ 100
GENERAL MATERIALS AND SUPPLIES	158	158	425
CONFERENCE & MEETING EXPENSE	460	400	400
FIXED CHARGES	1200	1200	1200
CAPITAL OUTLAY	2165	2165	--
OTHER			
<b>TOTALS</b>	<b>\$4,083</b>	<b>\$4,023</b>	<b>\$2,125</b>

DEPARTMENT

FIRE CONTROL

CATEGORIES	1975-76 SCH'S		1976-77 SCH'S	1977-78 SCH'S
	1974-75	1975-76		
FULL-TIME FACULTY (Average Without Overload)	0	0	0	0
PART-TIME FACULTY	\$2700 - 124	\$3100 204	\$3150 - 157	\$3150 - 200

TOTAL CREDIT HOURS  
BY DEPARTMENT

124

204

157

200

DEPARTMENT HUMAN SERVICES

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = 7,650	Numbers = Dollars = 7,650	Number = Dollars = 8,650
CONTRACTUAL SERVICES	\$ 350	\$ 350	\$ 350
GENERAL MATERIALS AND SUPPLIES	1,250	1,200	1,200
CONFERENCE & MEETING EXPENSE	550	550	550
FIXED CHARGES	-	-	-
CAPITAL OUTLAY	438	438	- 0 -
OTHER			
<b>TOTALS</b>	<b>\$2,588</b>	<b>\$2,588</b>	<b>\$2,100</b>

DEPARTMENT HUMAN SERVICES

CATEGORIES	1975-76 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75      1975-76 0 - 0      1.1 - 648	1.6 - 238	.6 - 400
PART-TIME FACULTY	\$3975 706	\$7050. 654	\$8650 - 793
TOTAL CREDIT HOURS BY DEPARTMENT	706	1302	966
			1193

## FOOD SERVICE

DEPARTMENT

CATEGORIES	1976-77 BUDGET	1976-77 REVISED ESTIMATE	1977-78 ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = 4,280	Numbers = Dollars = 4,280	Number = Dollars = 4,000
CONTRACTUAL SERVICES	\$ 350	\$ 350	\$ 350
GENERAL MATERIALS AND SUPPLIES	1,175	1,175	825
CONFERENCE & MEETING EXPENSE	375	375	250
FIXED CHARGES	-	-	-
CAPITAL OUTLAY	500	500	-
OTHER			
<b>TOTALS</b>	<b>\$2,300</b>	<b>\$2,300</b>	<b>\$1,425</b>

DEPARTMENT FOOD SERVICE

CATEGORIES	1975-76 SCH'S	1976-77 SCH's	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75      1975-76 0 - 0      0 - 0	0 - 0	0 - 0
PART-TIME FACULTY	0 - 0      \$3712.50 158	\$4280 - 479	\$4000 - 300

TOTAL CREDIT HOURS  
BY DEPARTMENT      0      158      479      300

DEPARTMENT

COSMETOLOGY

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = -	Numbers = Dollars = -	Number = Dollars = -
CONTRACTUAL SERVICES	\$26,000	\$26,000	\$29,375
GENERAL MATERIALS AND SUPPLIES	140	140	100
CONFERENCE & MEETING EXPENSE	57	57	50
FIXED CHARGES	-	-	-
CAPITAL OUTLAY			
OTHER	\$26,197	\$26,197	\$29,525
TOTALS			

DEPARTMENT COSMETOLOGY

CATEGORIES	1975-76 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75      1975-76 0 - 0      0 - 0	0 - 0	0 - 0
PART-TIME FACULTY	0 - 744      0 - 800	\$24,300 - 972	\$29,375. - 1175

TOTAL CREDIT HOURS  
BY DEPARTMENT      744      800      972      1175

DEPARTMENT LIBRARY TECHNOLOGY

CATEGORIES	1976-77	1976-77	1977-78
	BUDGET	REVISED ESTIMATE	ESTIMATE
SALARIES & WAGES			
Full-Time	Number = Dollars =	Number = Dollars =	Number = Dollars =
Part-Time	Numbers = Dollars = 2,700	Numbers = Dollars = 2,700	Number = Dollars = 2,700
CONTRACTUAL SERVICES	-	-	-
GENERAL MATERIALS AND SUPPLIES	\$ 400	\$ 400	\$ 250
CONFERENCE & MEETING EXPENSE	-	-	-
FIXED CHARGES	-	-	-
CAPITAL OUTLAY	-	-	-
OTHER			
<b>TOTALS</b>	<b>\$ 400</b>	<b>\$ 400</b>	<b>\$ 250</b>

DEPARTMENT LIBRARY

CATEGORIES	1974-75 SCH'S	1975-76 SCH'S	1976-77 SCH'S	1977-78 SCH'S
FULL-TIME FACULTY (Average Without Overload)	1974-75 0 - 0	1975-76 0 - 0	0 - 0	0 - 0
PART-TIME FACULTY	0 - 147	0 - 170	\$2700 - 250	\$2700 - 250
TOTAL CREDIT HOURS BY DEPARTMENT	147	170	250	250



January 31, 1977

TO: President Cole and Board of Trustees  
FROM: Robert Edison

*Bob*

Having been a member of the famous, or infamous if preferred, Blue Ribbon Committee of 1972, it would now appear to me as though the college is in relatively the same position financially, or more so, that existed at the time of the origin of this committee. I have reviewed in detail the actions taken and the reports submitted as a result of the Blue Ribbon Committee and I have reviewed the methodology utilized to at least temporarily alleviate the financial circumstances.

Subsequent to the actions of the Blue Ribbon Committee the college turned a FY '72 deficit of \$73,000 into a FY '74 surplus of \$103,000, coupled with a 10.6% enrollment increase to 39,993 credit hours. Subsequent to the Blue Ribbon Committee, and running to the current date, we will have received three (3) unit price increases in State Aid, three (3) tuition increases of \$1.00 each per semester hour, and a substantial increase in assessed valuation which has been somewhat offset by a loss in charge-back revenue. Subsequent to the Blue Ribbon Committee's action, the Business office was reduced one (1) position and the building staff was reduced by three (3) positions. Since that date there have been no staff increases in either of these two (2) areas, which fact, coupled with the current proposal for staff reduction necessitates my objection at this time as seriously questioning both the feasibility and the reasonably applied equity to the time reductions for staff in the Business office and the closing of facilities during the summer months. At this point I would also remind both the Administration and the Board of Trustees that less than six months ago the College Administration talked modestly in terms of 69,000 credit hours, the construction of new facilities, and also decided that Department Head status was unacceptable, a great deal because the individuals involved were not always available during the summer when decisions were mandated.

I do not wish at this time for this document to be viewed as a criticism of any functional areas of the college, but I also recognize that often-time comparisons tend to be interpreted as criticism. It is more my intention to create a desire for drastic actions to result in success rather than a simple forward delay of the solution to a problem. I would

also hope that any decision involving the lives and the livelihood of the college staff be preceded by absolute certainty of: (1) a solution to a problem, even temporarily; (2) a solution based upon actual investigative facts by those persons charged with the responsibility of servicing the Sauk Valley College community and its educational objectives.

Many sets of data exist and at this time I am submitting only a minimal amount to increase my hopefulness that it will be reviewed and be considered prior to the rendering of any objective and unbiased decision.

In support of my request for a review, as well as an objection to what I consider an unreasonable and inequitable solution, I am submitting the following schedules and/or statements.

1. SCHEDULE A. -- This document represents the operating budgets for the past five (5) fiscal years and I would ask the Board to please note that 1% of the current budget represents \$35,000. I would request that the Board note the increases in this budget for the years indicated as well as the percentage changes, increases and decreases, which have taken place in this budget for the years indicated. I also assume that the Board must consider inflationary trends in any review of the dollars and/or percentages of change.
2. SCHEDULE B. -- This schedule represents, but is by no means all-inclusive, some of the changes in the volume of activity conducted by the Business operation of the college. It should be noted that this activity has been created since a staff reduction took place and with no additional staff added during the subsequent five (5) years.
3. Since FY '73 or FY '74 the college has added thirteen (13) positions to its permanent staff and it should be noted that ten (10) positions have been created in the Instructional area, one (1) position in the Learning Resource and Academic Skills Center, and two (2) positions in the Student Services area. If we were to review these same positions it should be noted that seven (7) positions are classified as Administrative, with two of these teaching part-time; five (5) positions are classified as Faculty; and one (1) position is a para-professional position which operates in the Instructional area.
4. In the Fall semester of 1974 the 52 persons involved basically with full time teaching produced approximately 15,219 semester hours for an average of 293 hours each. In the Fall semester of 1976 the 60 persons assigned basically as full time teachers produced 17,961 semester hours, or approximately 299 hours each. I feel to be fair I would also take note that during the Fall semester

of 1975 the 60 full time teachers basically assigned as full time teachers produced approximately 20,406 semester hours for an average of 340 hours each. I include this comment since I truly believe that most decisions based upon the enrollment of the 1975-76 fiscal year involved judgmental errors and very false interpretations of the community circumstances when facts are compared against wishful thoughts.

5. In addition to the foregoing load factors I would also emphasize that the Blue Ribbon Committee required the assignment of other teaching responsibilities within the institution on a released time basis and that since that time these responsibilities for the staff involved have been adjusted substantially as follows:

	C R E D I T	H O U R S			
	Fall '72	Fall '73	Fall '74	Fall '75	Fall '76
Part-time & Overload	1634	2506	3488	6300	6372
Student Services	853	729	558	413	375
Library	123	126	102	129	-0-
Data Processing	132	130	99	60	3
Other Staff	108	159	114	-0-	-0-

6. SCHEDULE C. -- The Student Work Study schedule of appropriations indicates the amounts and the percentage increases by functional areas for the years indicated. Please note that pay rates have increased approximately 44% since 1972-73.

7. I have also suggested possible reductions in building costs as taking precedence over faculty reductions. These suggestions were not comprehensively reviewed nor well thought out, though I believe them to be possible and to result in savings to the institution. I feel the savings would definitely not unduly harm the building operation should enrollment continue to decline or to remain static.

RE:fsb

Attachments

SAUK VALLEY COLLEGE  
BUDGETARY COMPARISONS

<u>EXPENDITURES</u>	<u>1972-73 Operating Budgets</u>	<u>1972-73 % of Budget</u>	<u>1973-74 Operating Budgets</u>	<u>1974-75 Operating Budgets</u>	<u>1974-75 % of Budget</u>	<u>1975-76 Operating Budgets</u>	<u>1976-77 Operating Budgets</u>	<u>1976-77 % of Budget</u>	<u>Increase 1976-77 re: 1972-73</u>	<u>Increase 1976-77 re: 1974-75</u>
Instruction	\$ 972,787	44.7%	\$1,120,532	\$1,288,153	48.7%	\$1,487,348	\$1,701,865	48.5%	\$729,078	\$413,712
Learning Resource Services	97,530	4.5%	107,010	116,825	4.4%	129,494	143,861	4.1%	46,331	27,036
Student Services	205,835	9.5%	225,683	252,483	9.6%	280,858	300,373	8.6%	94,538	47,890
Public Services (Communities)	-0-	Trf.	-0-	4,500	.1% Trf.	4,500	4,500	.1% Trf.	4,500	---
Data Processing	95,000	4.4%	98,053	104,812	4.0%	110,078	122,015	3.5%	27,015	17,203
Operating and Maintenance	320,145	14.7%	324,015	354,040	13.4%	405,570	468,511*	13.3%	148,366	114,471
Utilities	152,500	7.0%	152,500	137,500	5.2%	184,495	214,600	6.1%	62,100	77,100
President's Office	46,550	2.1%	41,275	47,899	1.8%	51,430	55,600	1.6%	9,050	7,701
Business Office	102,515	4.7%	107,705	116,375	4.4%	113,343	119,925	3.4%	17,410	3,550
Public Relations	39,045	1.8%	45,075	49,829	1.9%	67,800	68,800	2.0%	29,755	18,971
Institutional Support Less Equipment and Contingency	82,425	3.8%	85,425	104,625	4.0%	118,865	143,905	4.1%	61,480	39,280
Equipment - Building Educational	8,400 11,900	.4% .6%	8,400 13,600	8,400 31,300	.3% 1.2%	8,400 74,282	10,000 70,876	.3% 2.0%	1,600 58,976	1,600 39,576
Contingency	40,000	1.8%	20,770	26,700	1.0%	40,000	84,024**	2.4%	44,024	57,324
<b>TOTALS</b>	<b>\$2,174,632</b>	<b>100.0%</b>	<b>\$2,350,045</b>	<b>\$2,643,441</b>	<b>100.0%</b>	<b>\$3,076,463</b>	<b>\$3,508,855</b>	<b>100.0%</b>	<b>\$1,334,223</b>	<b>\$865,414</b>
<b>PERCENTAGE INCREASE</b>									<b>61.3%</b>	<b>32.7%</b>

\* Includes \$40,000 for remodeling

\*\* Since transferred to:  
\$26,375 Equipment - Data Processing  
15,000 Contractual - Building remodeling  
34,249 Institutional - Hospitalization  
4,400 Institutional - General Insurance  
\$80,024

<u>VOLUME OF ACTIVITY</u>			<i>Percentage of 71-72 Base</i>
	<i>1971-72</i>	<i>1975-76</i>	
<i>Educational and Building Fund Income &amp; Expense</i>	<b>\$4,079,707</b>	<b>\$6,140,735</b>	<b>151%</b>
<i>Work Study, BOG, BEOG, etc.</i>	<b>107,848</b>	<b>330,931</b>	<b>307%</b>
<i>Site and Construction Income &amp; Expense</i>	<b>101,227</b>	<b>218,450</b>	<b>216%</b>
<i>Bookstore Income and Expense</i>	<b>196,318</b>	<b>392,562</b>	<b>200%</b>
<i>Restricted and Agency Fund Income &amp; Expense</i>	<b>178,694</b>	<b>522,374</b>	<b>292%</b>
<i>Student Tuition Receipts</i>	<b>396,901</b>	<b>874,074</b>	<b>220%</b>
<i>Actual Validating Receipts Processed</i>	<b>7,690</b>	<b>14,239</b>	<b>185%</b>
<i>Number of Employees Placed on Payroll</i>	<b>404</b>	<b>620</b>	<b>153%</b>
 <u>Number of Check Disbursements</u>			
<i>Restricted Fund</i>	<b>1243</b>	<b>1905</b>	<b>153%</b>
<i>Educational &amp; Building Fund</i>	<b>2218</b>	<b>2655</b>	<b>120%</b>
<i>Work Study, EOG, etc.</i>	<b>539</b>	<b>652</b>	<b>121%</b>
<i>Bookstore</i>	<b>486</b>	<b>1624</b>	<b>334%</b>
<i>Payroll Checks</i>	<b>5826</b>	<b>6841</b>	<b>117%</b>
<i>Insurance Claims Processed, Collected and Disbursed</i>	<b>\$19,570</b>	<b>\$48,573</b>	<b>248%</b>

STUDENT HELP

<u>Rates of Allocation</u>	<u>Rates of Allocation</u>	<u>Rates of Allocation</u>	<u>Rates of Allocation</u>	<u>% Increase 1972-73 re: 1976-77</u>
\$1.60-\$1.75-\$1.90 1972-73	\$2.00-\$2.15-\$2.35 1974-75	\$2.20-\$2.35-\$2.60 1975-76	\$2.30-\$2.45-\$2.75 1976-77	

FUNCTIONAL ALLOTMENTS

## 1. Instruction

Bunch (Osborn) Williams	\$ 16,530 ---	\$ 15,135 5,780	\$ 18,673 15,326	\$ 17,500 12,704	113%
2. Instruction (Paid wholly by SVC - Williams	---	1,500	5,000	5,000	

## 3. Learning Resource Center

3. Learning Resource Center	6,500	8,150	10,492	9,000	38%
-----------------------------	-------	-------	--------	-------	-----

## 4. Student Services

Registrar Other	3,700 18,635	3,500 20,215	3,435 33,530	3,435 30,000	(7%) 61%
--------------------	-----------------	-----------------	-----------------	-----------------	-------------

5. President's Office &  
Community Relations

5. President's Office & Community Relations	1,985	2,500	3,730	2,000	---
--	-------	-------	-------	-------	-----