

## AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING  
Conference Room, Third Floor, 3L14  
September 26, 1977 8:00 P.M.

- A. Call to order
- B. Roll call
- C. Written communication from visitors
- D. Recommended Actions
  - 1. Approval of minutes as submitted
  - 2. Approval of Treasurer's Report
  - 3. Approval of current bills for payment
  - 4. Approval of current payroll journal
  - 5. Approval of 1977-78 operating budget
  - 6. Personnel matters
  - 7. Approval of purchase of baler
  - 8. Approval to let bids for college van
  - 9. Other items
- E. Old Business
  - 1. Report on negotiations
  - 2. Report on Grievance #11
  - 3. Other items
- F. New Business
  - 1. Proposed policy on equipment purchases
  - 2. Other items
- G. President's Report
  - 1. Report from student trustee
  - 2. Donation from Dixon Evening Telegraph
  - 3. Minutes of SVC Committee meetings
  - 4. SVC Faculty Schedules
  - 5. Affirmative Action - Job Classification Committee
  - 6. Letter of recognition
  - 7. Letter from ICCTA
  - 8. News Articles regarding ISSC
  - 9. Other items
- H. Time of next meeting
- I. Adjournment

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

September 26, 1977

The Board of Trustees of Sauk Valley College met in regular meeting on September 26, 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 8:00 p.m. and the following members answered roll call:

Kay Fisher	Ann Powers
Juanita Prescott	William Reigle
Ronald Coplan	

Absent: Lorna Keefer Oscar Koenig  
Barb Pasada

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

Minutes: It was moved by Member Prescott and seconded by Member Fisher that the Board approve the minutes of the September 12 meeting as presented. Motion voted and carried.

Arrival: Member Oscar Koenig arrived at 8:02 p.m.

Treasurer's Report: It was moved by Member Reigle and seconded by Member Powers that the Board approve the attached Treasurer's Report as presented. In a roll call vote the following was recorded: Ayes Members Fisher, Koenig, Powers, Prescott, Reigle and Coplan. Nays-0. Motion carried.

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

Educational Fund	\$205,853.07
Building Fund	20,768.27
Site and Construction	28.04

In a roll call vote the following was recorded: Ayes Members Fisher, Koenig, Powers, Prescott, Reigle and Coplan. Nays-0. Motion carried.

Payroll: It was moved by Member Reigle and seconded by Member Fisher that the Board approve the payroll of August 31 in the amount of \$53,408.60 and the September 15 payroll in

Payroll (cont.)

the amount of \$97,726.07. In a roll call vote the following was recorded: Ayes Members Fisher, Koenig, Powers, Prescott, Reigle, and Coplan. Nays-0. Motion carried.

Public Hearing  
1977-78 Budget:

Chairman Coplan noted that the Public Hearing would now be held on the 1977-78 budget. The attached memorandum indicates the revisions in the tentative budget previously presented. It was moved by Member Reigle and seconded by Member Prescott that the Board approve the attached Sauk Valley College budget for the 1977-78 fiscal year. In a roll call vote the following was recorded: Ayes Members Fisher, Koenig, Powers, Prescott, Reigle, and Coplan. Nays-0. Motion carried.

Tax Levy:

It was moved by Member Prescott and seconded by Member Reigle that the Board of Trustees of Lee, Whiteside, Ogle, Henry, Bureau, and Carroll Counties, in the State of Illinois, having ascertained that the amount of \$798,000 will be levied in the Educational Fund and \$199,500 levied in the Building Fund and \$7,200 for the Tort Liability for the ensuing year and that these amounts shall be certified and returned to the County Clerks in the above listed counties on or before September 27, 1977, hereby authorize the Chairman and Secretary to certify the tax levy in the manner and form as prescribed by statute. In a roll call vote the following was recorded: Ayes Members Fisher, Koenig, Powers, Prescott, Reigle, and Coplan. Nays-0. Motion carried.

Baler:

It was moved by Member Reigle and seconded by Member Fisher that the Board approve the purchase of a portable baler machine (to bale waste) from the Paul Reilly Co., Inc. of Milwaukee, Wisconsin in the amount of \$4,150. In a roll call vote, all voted aye. Motion carried.

Arrival:

Member Lorna Keefer arrived at 8:10 p.m.

College Van:

It was moved by Member Prescott and seconded by Member Fisher that the Board grant formal approval to let bids for the purchase of a college van according to the attached specifications with the understanding that the funds to purchase this van will be a combination

Van (cont.)

of \$2,500 from the Sauk Valley College Foundation and the remainder of the money from the Student Activities fun. Motion voted and carried.

Grievance:

The attached letter from Lawrence Weiner in regard to summer school pay rates was presented to the Board as an information item on this grievance.

Discussion:

Member Prescott asked if it would be possible to service all college vehicles in the automotive area as was suggested for the new college van. President Cole noted that the administration would explore this possibility and report back to the Board.

Discussion was also held on unemployment insurance and the Board asked Bob Castendyck to look into all the legal aspects of this item.

Equipment Policy:

The attached proposed policy on equipment purchases was presented to the Board for their study and action at the next meeting.

Fire Training:

Chairman Coplan asked the administration about the up-dating of the training at the Sterling Fire Department under the direction of George Logan, Jr.

President's Report:

There was no student trustee report due to the illness of Barb Pasada. Dr. Cole reported on the letter of appreciation to the Dixon Telegraph for the donation of film strips, curriculum committee meeting minutes, faculty schedules for Fall, 1977, update on affirmative action, letter to the clerical and support staff on personnel classifications, a memorandum commending Carolina Pena for her efforts in working with students, a letter from the ICCTA, a letter to the ICCTA from Chairman Coplan (attached) and the community service, Fall, 1977, brochure.

President Cole also presented the Board with a news clipping describing problems Northern Illinois University was having with the Illinois State Scholarship Commission. Member Fisher asked about the practice of the Financial Aids Office at Sauk Valley College. Dr. Cole informed her that the college has allowed students who were qualified for financial aid and who signed a responsibility form, to defer their tuition

President's  
Report (cont):

payment to Sauk Valley College until such time as they received their financial aid checks from Springfield.

Executive  
Session:

At 9:05 p.m. it was moved by Member Powers and seconded by Member Fisher that the Board adjourn to executive session to discuss pending litigation and negotiations. In a roll call vote the following was recorded: Ayes Members Fisher, Koenig, Powers, Prescott, Reigle, and Coplan. Nays-0. Motion carried.

Regular Session:

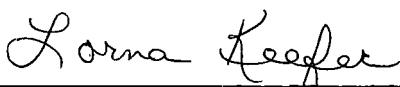
At 9:59 p.m. it was moved by Member Prescott and seconded by Member Reigle that the Board return to regular session. In a roll call vote the following was recorded: Ayes Members Fisher, Koenig, Powers, Prescott, Reigle, and Coplan. Nays-0. Motion carried.

Adjournment:

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

The Board adjourned at 10:00 p.m.

Respectfully submitted:

  
\_\_\_\_\_  
Lorna Keefer, Secretary

#P. 5

September 20, 1977

TO: BOARD OF TRUSTEES AND PRESIDENT COLE

FROM: Robert Edison

*Bob*

Attached herewith and labeled as Schedule A, are the revisions in the Tentative Budget which have been requested from various sources. Schedule A indicates the breakdown between salaries and wages, supplies, contractual and travel, and equipment, as submitted in the Tentative Budget.

The results of these changes has the following total effect in the budget currently submitted for approval:

	Educational Fund	Building Fund	Total
Revised Revenue (Schedule A)	\$ 3,147,447	\$ 178,792	\$ 3,326,239
Revised Expenditures (Schedule A)	3,091,403	324,400	3,415,803
BUDGETED DEFICIT 1977-78	\$ 56,044	\$ (145,608)	\$ (89,564)
Less Unaudited Carry-over from 1976-77	7,921	104,416	112,337
BUDGETED EQUITY 7-1-78	\$ 63,965	\$ (41,192)	\$ 22,773

There have been no requested changes in the content of any other budgets from those amounts which were submitted and approved as Tentative.

RE:fsb

EDUCATIONAL FUND 1977-78REVENUE

Tentative Budget 8-22-77		\$ 3,110,647
Illinois Office of Education (2 years)		20,000
Summer - State Aid		13,203
Summer - Student Tuition		3,597
<b>TOTAL REVISED REVENUE . . . . .</b>		<b>\$ 3,147,447</b>

<u>EXPENDITURES</u>	<i>Salaries &amp; Wages</i>	<i>Supplies, Travel, Contractual, Contingency</i>	<i>Equipment</i>	<i>Total</i>
Tentative Budget 8-22-77	2,469,461	611,736	26,865	3,108,062

Dean Bunch

Humanities Travel	400	400
Math-Science Travel	300	300
Physical Education Travel	285	285
Social Science Travel	600	600

Dean Sagnoe

Mueller - 1/2 leave	(7,125)	(7,125)
Part-time & Overload	4,000	4,000
Equipment - Learning Resources		(1,834)
Harderson for Siebs	(1,530)	(1,530)

Dean Williams

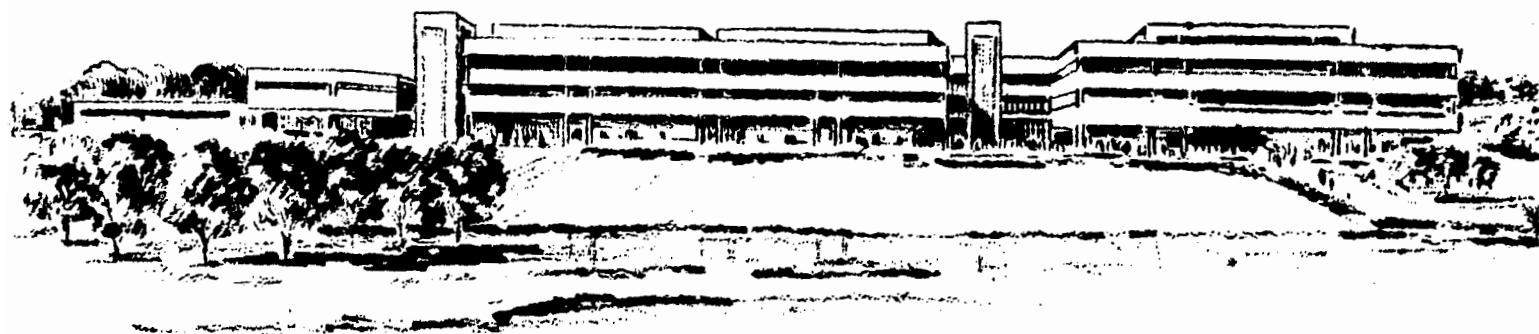
ADN - Equipment	(150)	(150)
LPN - Equipment	(150)	(150)
Industrial Tech - Equipment	(1,040)	(1,040)
Starzyk for Kline	(2,070)	(2,070)
Frana - Machine Tool	(2,475)	(2,475)
Ryan - Para-Professional	5,280	5,280
Part-time & Overload	(5,280)	(5,280)
Hammer Vacancy	(15,200)	(15,200)
Heating & Air Cond. (1/2)	(7,500)	(7,500)
Johnson for Part-time	(11,075)	(11,075)
Part-time & Overload Increase	27,655	27,655

President Cole

Overtime	250			250
<b>TOTAL REVISED EXPENDITURES</b>	<b>\$ 2,454,391</b>	<b>\$ 613,321</b>	<b>\$ 23,691</b>	<b>\$ 3,091,403</b>

BUILDING FUND 1977-78Tentative Income and Expenditures - No Change

Income		\$ 178,792
Expenditures		\$ 324,400



## 1977-1978 BUDGET

**SAUK VALLEY COLLEGE**

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

**TABLE I**  
**SUMMARY OF 1977-78 BUDGET BY FUND**

**OPERATIONAL FUNDS**

	<i>Educational Fund</i>	<i>Building and Maintenance Fund</i>	<i>Total Operating</i>
1. Beginning Balance	7,921	104,416	112,337
2. Estimated Revenues	3,147,447	178,792	3,326,239
3. Estimated Expenditures	3,091,403	324,400	3,415,803
4. Estimated Transfer to Site & Construction Fund*	-0-	-0-	-0-
5. Estimated Ending Balance or (Deficit)	63,965	(41,192)	22,773

**OTHER FUNDS**

	<i>Site and Construction Fund</i>	<i>Bond and Interest Fund #1</i>	<i>Bond and Interest Fund #2</i>	<i>Working Cash Fund</i>
1. Beginning Balance	671,935	154,168	15,972	592,665
2. Estimated Revenues	85,000	306,430	121,075	100,000
3. Estimated Expenditures	150,000	300,200	120,100	250
4. Estimated Transfer from Building & Maintenance Fund*	-0-	-0-	-0-	-0-
5. Estimated Ending Balance or (Deficit)	606,935	160,398	16,947	692,415

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

Official Budget was approved by the:

BOARD OF TRUSTEES on September 26, 1977

ATTEST: Lorna Keefer  
 Secretary, Board of Trustees

TABLE II

## SUMMARY OF 1977-78 ESTIMATED REVENUES

<u>College</u>	<u>SAUK VALLEY COLLEGE</u>	<u>Dist. No. 506</u>	<u>Year Ended 6-30-78</u>	
<u>OPERATING REVENUES BY SOURCE</u>				
		<u>Educational Fund</u>	<u>Bldg. &amp; Maint. Fund</u>	<u>Total Operating Funds</u>
<u>Local Government</u>				
Current Taxes		710,373	177,592	887,965
Chargeback Revenue				
Non-College Territory	4,000			4,000
Other Community Colleges	6,000			6,000
<b>TOTAL LOCAL GOVERNMENT</b>	<b>720,373</b>		<b>177,592</b>	<b>897,965</b>
<u>State Government</u>				
ICCB Flat Rate	1,248,179			1,248,179
ICCB Equalization Grant	19,450			19,450
ICCB Non-Business Grants	-0-			-0-
Ill. Board of Voc.Ed.Reimb.	118,161			118,161
State Work Study	17,000			17,000
Illinois Office of Education	20,000			20,000
<b>TOTAL STATE GOVERNMENT</b>	<b>1,422,790</b>			<b>1,422,790</b>
<u>Federal Government</u>				
H.E.W. - Title II (Library)	3,500			3,500
Federal Work Study	124,000			124,000
Veterans Cost of Instruction	17,972			17,972
Other Federal	8,500			8,500
<b>TOTAL FEDERAL GOVERNMENT</b>	<b>153,972</b>			<b>153,972</b>
<u>Student Tuition and Fees</u>				
Tuition	844,512			844,512
Fees	1,100			1,100
Public Services Income	4,500			4,500
<b>TOTAL TUITION AND FEES</b>	<b>850,112</b>			<b>850,112</b>
<u>Other Sources</u>				
Interest on Investments	100	200		300
Other Revenue	100	1,000		1,100
<b>TOTAL OTHER SOURCES</b>	<b>200</b>	<b>1,200</b>		<b>1,400</b>
<b>TOTAL 1977-78 BUDGETED REVENUE</b>	<b>\$ 3,147,447</b>		<b>\$ 178,792</b>	<b>\$ 3,326,239</b>
<i>*Less Non-Operating Items:</i>				
Tuition Chargeback (593)	20,000			20,000
<b>ADJUSTED REVENUE</b>	<b>\$ 3,127,447</b>		<b>\$ 178,792</b>	<b>\$ 3,306,239</b>

*\*Inter-college expenses that do not generate related local college credit hours are subtracted to allow for statewide comparisons.*

TABLE III

## SUMMARY OF 1977-78 OPERATING BUDGETED EXPENDITURES

	Educational Fund	Building & Maint. Fund	Total Operating	%
<u>BY PROGRAM</u>				
Instruction	1,630,371		1,630,371	47.7
Academic Support	138,348		138,348	4.1
Student Services	306,485		306,485	9.0
Public Service	4,500		4,500	.1
Organized Research	-0-		-0-	-0-
Independent Operations	-0-		-0-	-0-
Operation & Maint. of Plant	371,110	308,400	679,510	19.9
General Administration	245,240		245,240	7.2
Institutional Support	395,349	16,000	411,349	12.0
<b>TOTAL 1977-78 BUDGETED EXPENDITURES</b>	<b><u>3,091,403</u></b>	<b><u>324,400</u></b>	<b><u>3,415,803</u></b>	<b><u>100.0</u></b>
<b>*Less Non-operating Items:</b>				
Tuition Chargeback (593)	<u>20,000</u>		<u>20,000</u>	
<b>ADJUSTED EXPENDITURES</b>	<b><u>3,071,403</u></b>	<b><u>324,400</u></b>	<b><u>3,395,803</u></b>	
<u>BY OBJECT</u>				
Salaries	2,454,391		2,454,391	71.9
Employee Benefits	113,200		113,200	3.3
*Contractual Services	83,744	26,600	110,344	3.2
General Materials & Supplies	189,064	55,000	244,064	7.1
Conference & Meeting Expense	35,721	1,000	36,721	1.1
Fixed Charges	32,000	1,000	33,000	.9
Utilities	22,800	215,800	238,600	7.0
Capital Outlay	23,691	10,000	33,691	1.0
**Other	111,792		111,792	3.3
Provision for Contingency	25,000	15,000	40,000	1.2
<b>TOTAL 1977-78 BUDGETED EXPENDITURES</b>	<b><u>3,091,403</u></b>	<b><u>324,400</u></b>	<b><u>3,415,803</u></b>	<b><u>100.0</u></b>
<b>*Less Non-operating Items:</b>				
Tuition Chargeback (593)	<u>20,000</u>		<u>20,000</u>	
<b>ADJUSTED EXPENDITURES</b>	<b><u>3,071,403</u></b>	<b><u>324,400</u></b>	<b><u>3,395,803</u></b>	

\*Inter-college expenses that do not generate related local college credit hours are subtracted to allow for statewide comparisons.

\*Includes Faculty-In-Service

**Includes: Recruitment at Fairs	\$ 2,000	Advertising	\$ 500
Commencement	4,000	Recruitment	2,000
Special Affairs	1,500	Chargeback	20,000
Postage	25,080	NCR Rental	45,012
Publ. & Dues	6,200	Tuition Reimb.	<u>5,500</u>
			\$111,792

**1977-78 ESTIMATED CURRENT BUDGETED EXPENDITURES**

<u>EDUCATIONAL FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INSTRUCTION</b>		
Salaries	1,484,998	
Employee Benefits	-0-	
Contractual Services	52,188 (Includes Faculty-in-Service)	
General Materials and Supplies	68,314	
Conference and Meeting Expense	19,371	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	5,500	
		1,630,371
<b>ACADEMIC SUPPORT</b>		
Salaries	92,548	
Employee Benefits	-0-	
Contractual Services	3,500	
General Materials & Supplies	41,700	
Conference and Meeting Expense	600	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
		138,348
<b>STUDENT SERVICES</b>		
Salaries	277,195	
Employee Benefits	-0-	
Contractual Services	690	
General Materials and Supplies	16,600	
Conference and Meeting Expense	6,000	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	6,000	
		306,485
<b>PUBLIC SERVICES</b>		
Salaries	3,500	
Employee Benefits	-0-	
Contractual Services	500	
General Materials & Supplies	500	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
		4,500
<b>ORGANIZED RESEARCH</b>		
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
		-0-

<u>EDUCATIONAL FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<b>INDEPENDENT OPERATIONS</b>		
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	-0-
<b>OPERATION AND MAINTENANCE OF PLANT</b>		
Salaries	348,310	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	22,800	
Capital Outlay	-0-	
Other	-0-	
		371,110
<b>GENERAL ADMINISTRATION</b>		
Salaries	182,190	
Employee Benefits	-0-	
Contractual Services	2,300	
General Materials and Supplies	54,000	
Conference and Meeting Expense	5,250	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	1,500	
		245,240
<b>INSTITUTIONAL SUPPORT</b>		
Salaries	65,650	
Employee Benefits	113,200	
Contractual Services	24,566	
General Materials and Supplies	7,950	
Conference and Meeting Expense	4,500	
Fixed Charges	32,000	
Utilities	-0-	
Capital Outlay	23,691	
Other	98,792	
Provision for Contingency	25,000	
		395,349
<b>GRAND TOTAL</b>		<u><u>\$ 3,091,403</u></u>

1977-78 ESTIMATED CURRENT BUDGETED EXPENDITURES

<u>BUILDING AND MAINTENANCE FUND</u>	<u>Appropriations</u>	<u>Total</u>
<i>OPERATION AND MAINTENANCE OF PLANT</i>		
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	26,600	
General Materials and Supplies	55,000	
Conference and Meeting Expense	1,000	
Fixed Charges	-0-	
Utilities	215,800	
Capital Outlay	10,000	
Other	-0-	
		308,400
<i>GENERAL ADMINISTRATION</i>		
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	-0-	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
		-0-
<i>INSTITUTIONAL SUPPORT</i>		
Salaries	-0-	
Employee Benefits	-0-	
Contractual Services	-0-	
General Materials and Supplies	-0-	
Conference and Meeting Expense	-0-	
Fixed Charges	1,000	
Utilities	-0-	
Capital Outlay	-0-	
Other	-0-	
Provision for Contingency	<u>15,000</u>	
		<u>16,000</u>
<i>GRAND TOTAL</i>		<u>\$ 324,400</u>

**1977-78 ESTIMATED CURRENT BUDGETED REVENUES**

<u>SITE &amp; CONSTRUCTION FUND REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
<i>Local Governmental Sources</i>		
<i>Sale of Bonds</i>	-0-	
<i>Other</i>	-0-	-0-
<i>State Governmental Sources</i>		
<i>Other</i>	-0-	-0-
<i>Federal Governmental Sources</i>		
<i>Title VI</i>	-0-	
<i>H.E.W. Grant</i>	-0-	
<i>Other</i>	-0-	
<i>Other Sources</i>		
<i>Sales and Service Fees</i>	-0-	
<i>Facilities Revenue</i>	60,000	
<i>Interest on Investments</i>	25,000	
<i>Non-Govt'l. Gifts, Grants and Bequests</i>	-0-	
<i>Other Revenue</i>	-0-	
<i>Transfer from Building &amp; Maintenance Fund</i>	-0-	<u>85,000</u>
<b>GRAND TOTAL</b>		<u><b>\$ 85,000</b></u>

**1977-78 ESTIMATED CURRENT BUDGETED EXPENDITURES**

<u>SITE AND CONSTRUCTION FUND</u>	<u>Appropriations</u>	<u>Totals</u>
<i>INSTITUTIONAL SUPPORT</i>		
<i>Salaries</i>	-0-	
<i>Employee Benefits</i>	-0-	
<i>Contractual Services</i>	-0-	
<i>General Materials and Supplies</i>	-0-	
<i>Conference and Meeting Expense</i>	-0-	
<i>Fixed Charges</i>	-0-	
<i>Utilities</i>	-0-	
<i>Capital Outlay</i>	150,000	
<i>Other</i>	-0-	
<i>Provision for Contingency</i>	-0-	<u>150,000</u>
<b>GRAND TOTAL</b>		<u><b>\$ 150,000</b></u>

1977-78 ESTIMATED CURRENT BUDGETED REVENUES

<u>BOND AND INTEREST FUND #1 REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
<i>Local Governmental Sources</i>		
Current Taxes	300,430	
Back Taxes	-0-	
Payment in Lieu of Taxes	-0-	
Charge-back Revenue	-0-	
Other	-0-	300,430
<i>Other Sources</i>		
Interest on Investments	6,000	
Other Revenue	-0-	<u>6,000</u>
<b>GRAND TOTAL</b>		<b><u>\$ 306,430</u></b>

1977-78 ESTIMATED CURRENT BUDGETED EXPENDITURES

<u>BOND AND INTEREST FUND #1</u>	<u>Appropriations</u>	<u>Totals</u>
<i>INSTITUTIONAL SUPPORT</i>		
Bond Principal Retired	225,000	
Interest on Bonds	74,700	
Service Charge	-0-	
Other	500	<u>300,200</u>
<b>GRAND TOTAL</b>		<b><u>\$ 300,200</u></b>

**1977-78 ESTIMATED CURRENT BUDGETED REVENUE**

<u>BOND AND INTEREST FUND #2 REVENUE BY SOURCE</u>	<u>Revenue</u>	<u>Totals</u>
<i>Local Governmental Sources</i>		
<i>Current Taxes</i>	119,875	
<i>Back Taxes</i>	-0-	
<i>Payment in Lieu of Taxes</i>	-0-	
<i>Charge-back Revenue</i>	-0-	
<i>Other</i>	-0-	119,875
<i>Other Sources</i>		
<i>Interest on Investments</i>	1,200	
<i>Other Revenue</i>	-0-	1,200
<b>GRAND TOTAL</b>		<b><u>\$ 121,075</u></b>

**1977-78 ESTIMATED CURRENT BUDGETED EXPENDITURES**

<u>BOND AND INTEREST FUND #2</u>	<u>Appropriations</u>	<u>Totals</u>
<i>INSTITUTIONAL SUPPORT</i>		
<i>Debt Principal Retirement</i>	115,000	
<i>Interest</i>	4,600	
<i>Other</i>	500	120,100
<b>GRAND TOTAL</b>		<b><u>\$ 120,100</u></b>

SAUK VALLEY COLLEGE

EDUCATIONAL FUND

PART I: ESTIMATED REVENUE 1977-78

100-000-400 EDUCATIONAL FUND

100-000-410 Local Governmental Sources

100-000-411	Current Taxes (604,059M @ 12¢ @ 98%)	\$ 710,373
100-000-414	Charge-Back Revenue	<u>10,000</u>
		\$ 720,373

100-000-420 State Governmental Sources

100-000-421 State Apportionment

100-000-421-01A	Summer 1977 (Actual)	105,364
100-000-421-01B	Fall 1977 (26,291 @ \$21.59)	567,586
100-000-421-01C	Spring 1978 (26,645 @ \$21.59)	<u>575,229</u>
100-000-421-02	ICCB Equalization Grant (34¢)	1,248,179
100-000-421-05	Special Disadvantaged Grant	<u>19,450</u>
		<u>-0-</u>
		1,267,629

100-000-422 Vocational Technical Education

100-000-422	Regular Reimbursement	115,000
100-000-422-02	Equipment Reimbursement	<u>3,161</u>
		118,161

100-000-429 State Work Study

100-000-429A	Illinois Office of Education	<u>20,000</u>
		37,000

100-000-430 Federal Governmental Sources

100-000-434	HEW Title II	3,500
100-000-439-01	Veterans Cost of Instruction Program	17,972
100-000-439-02	Federal Work Study	<u>124,000</u>
100-000-439-03	Other Federal	<u>8,500</u>
		153,972

100-000-440 Student Tuition and Fees

100-000-441A	Summer 1977 (Actual)	66,352
100-000-441B	Fall 1977 (26,291 @ \$15.00 @ 98%)	386,478
100-000-441C	Spring 1978 (26,645 @ \$15.00 @ 98%)	<u>391,682</u>
100-000-442-01	Graduation Fees	400
100-000-442-04	Transcript Fees	700
100-000-442-09	Public Services Income	<u>4,500</u>
		5,600

100-000-470 Interest on Investments

100-000-499	Other Revenue	<u>100</u>
		100

<b>TOTAL EDUCATIONAL FUND REVENUE . . . . .</b>	<b><u>\$ 3,147,447</u></b>
---	----------------------------

SAUK VALLEY COLLEGE

EDUCATIONAL FUND

PART II: ESTIMATED EXPENDITURES 1977-78

<u>110-000-000</u>	<u>INSTRUCTION</u>		<u>\$ 1,630,371</u>
<u>110-100-000</u>	<u>DIVISION OF BUSINESS</u>		
110-100-513	- Salaries - Full Time	\$ 123,755	
110-100-530	- Contractual Services	3,600	
110-100-543	- General Materials & Supplies	4,700	
110-100-550	- Conference & Meeting Expense	<u>1,500</u>	<u>133,555</u>
<u>110-117-000</u>	<u>FOOD SERVICES</u>		
110-117-530	- Contractual Services	350	
110-117-543	- General Materials & Supplies	825	
110-117-550	- Conference & Meeting Expense	<u>250</u>	<u>1,425</u>
<u>110-200-000</u>	<u>DIVISION OF AGRICULTURE</u>		
110-200-513	- Salaries - Full Time	17,375	
110-200-530	- Contractual Services	200	
110-200-543	- General Materials & Supplies	1,570	
110-200-550	- Conference & Meeting Expense	<u>700</u>	<u>19,845</u>
<u>110-300-000</u>	<u>DIVISION OF INDUSTRIAL EDUCATION</u>		
110-300-513	- Salaries - Full Time	106,025	
110-300-530	- Contractual Services	1,250	
110-300-543	- General Materials & Supplies	15,193	
110-300-550	- Conference & Meeting Expense	<u>1,465</u>	<u>123,933</u>
<u>110-310-000</u>	<u>COSMETOLOGY</u>		
110-310-538	- Contractual Services	31,008	
110-310-543	- General Materials & Supplies	100	
110-310-550	- Conference & Meeting Expense	<u>50</u>	<u>31,158</u>
<u>110-316-000</u>	<u>HUMAN SERVICES</u>		
110-316-511	- Salaries - Administrative	18,412	
110-316-530	- Contractual Services	350	
110-316-543	- General Materials & Supplies	1,200	
110-316-550	- Conference & Meeting Expense	<u>550</u>	<u>20,512</u>
<u>110-400-000</u>	<u>DIVISION OF SOCIAL SCIENCE</u>		
110-400-513	- Salaries - Full Time	99,075	
110-400-543	- General Materials & Supplies	2,172	
110-400-550	- Conference & Meeting Expense	<u>1,320</u>	<u>102,567</u>

110-418-000 CRIMINAL JUSTICE

110-418-511	- Salaries - Administrative	19,565
110-418-513	- Salaries - Full Time	14,250
110-418-530	- Contractual Services	300
110-418-543	- General Materials & Supplies	2,750
110-418-550	- Conference & Meeting Expense	940
		<u>37,805</u>

110-419-000 LIBRARY TECHNOLOGY

110-419-543	- General Materials & Supplies	<u>250</u>	250
-------------	--------------------------------	------------	-----

110-420-000 FIRE SCIENCE

110-420-530	- Contractual Services	100
110-420-543	- General Materials & Supplies	1,625
110-420-550	- Conference & Meeting Expense	<u>400</u>
		<u>2,125</u>

110-500-000 DIVISION OF HUMANITIES

110-500-513	- Salaries - Full Time (Humanities)	155,900
110-500-530	- Contractual Services (Humanities)	500
110-500-543	- General Materials & Supplies (Humanities)	2,274
110-500-550	- Conference & Meeting Expense (Humanities)	<u>1,266</u>
		<u>159,940</u>
110-511-513	- Salaries - Full Time (Art)	15,200
110-511-530	- Contractual Services (Art)	330
110-511-543	- General Materials & Supplies (Art)	1,602
110-511-550	- Conference & Meeting Expense (Art)	<u>109</u>
		<u>17,241</u>
110-512-513	- Salaries - Full Time (Music)	30,650
110-512-530	- Contractual Services (Music)	700
110-512-543	- General Materials & Supplies (Music)	1,584
110-512-550	- Conference & Meeting Expense (Music)	<u>228</u>
		<u>33,162</u>

110-600-000 DIVISION OF MATH SCIENCE

110-600-513	- Salaries - Full Time	137,600
110-600-530	- Contractual Services	700
110-600-543	- General Materials & Supplies	8,801
110-600-550	- Conference & Meeting Expense	<u>1,166</u>
		<u>148,267</u>

110-711-000 MED. LAB. TECHNOLOGY

110-711-513	- Salaries - Full Time	20,160
110-711-530	- Contractual Services	400
110-711-543	- General Materials & Supplies	4,691
110-711-550	- Conference & Meeting Expense	<u>410</u>
		<u>25,661</u>

110-712-000 AD NURSING

110-712-511	- Salaries - Administrative	19,000
110-712-513	- Salaries - Full Time	66,185
110-712-516	- Salaries - Office Staff	6,456
110-712-530	- Contractual Services	25
110-712-543	- General Materials & Supplies	1,480
110-712-550	- Conference & Meeting Expense	1,495
		<u>94,641</u>

110-713-000 LP NURSING

110-713-513	- Salaries - Full Time	48,865
110-713-530	- Contractual Services	75
110-713-543	- General Materials & Supplies	1,590
110-713-550	- Conference & Meeting Expense	740
		<u>51,270</u>

110-714-000 RADIOLOGIC TECHNOLOGY

110-714-513	- Salaries - Full Time	16,560
110-714-530	- Contractual Services	700
110-714-543	- General Materials & Supplies	2,785
110-714-550	- Conference & Meeting Expense	1,000
		<u>21,045</u>

110-715-000 DIVISION OF PHYSICAL EDUCATION

110-715-513	- Salaries - Full Time	53,700
110-715-543	- General Materials & Supplies	2,172
110-715-550	- Conference & Meeting Expense	602
		<u>56,474</u>

110-800-000 INSTRUCTIONAL PROGRAM ADMINISTRATION

110-800-514-01	- Salaries - Instructional Part-time (Bunch)	17,150
110-800-514-02	- Salaries - Instructional Part-time (Sagmoe)	10,600
100-800-514-03	- Salaries - Instructional Part-time (Williams)	110,000
110-800-514-04	- Salaries - Summer Session	67,000
110-800-516	- Salaries - Secretarial	27,086
110-800-530-01	- Contractual (WORKROOM)	1,100
110-800-530-02	- Contractual (UNALLOCATED)	2,000
110-800-530-03	- Faculty-In-Service Training	5,000
110-800-542	- General Materials & Supplies (WORKROOM)	1,000
110-800-543-01	- Gen. Materials & Supplies (FACULTY OFC.)	800
110-800-543-02	- General Materials & Supplies (INSTITUTIONAL COMMITTEES)	200
110-800-544	- Tuition Reimbursement	<u>5,500</u>
		<u>247,436</u>

110-811-000 DEAN OF ARTS AND SCIENCES

110-811-511-01	- Salaries - Administrative	26,000
110-811-516	- Salaries - Secretarial	8,056
110-811-518-01	- Student Employees - Federal	18,745
110-811-518-03	- Student Tutors	2,500
110-811-541-01	- General Materials & Supplies	900
110-811-550-01	- Conference & Meeting Expense	720
		<u>56,921</u>

110-811-000-02 ASSISTANT DEAN OF ARTS AND SCIENCES

110-811-511-02 - Salaries - Administrative	19,113
110-811-541-02 - General Materials & Supplies	400
110-811-550-02 - Conference and Meeting Expense	<u>360</u>
	19,873

110-812-000 DEAN OF CAREER EDUCATION

110-812-511-01 - Salaries - Administrative	25,500
110-812-516 - Salaries - Secretarial	8,436
110-812-518-01 - Student Employees - Federal	14,380
110-812-518-04 - SVC Student Employees	6,000
110-812-541-01 - General Materials & Supplies	1,500
110-812-550-01 - Conference & Meeting Expense	<u>1,500</u>
	57,316

110-812-000-02 ASSISTANT DEAN OF CAREER EDUCATION

110-812-511-02 - Salaries - Administrative	19,000
110-812-541-02 - General Materials & Supplies	750
110-812-550-02 - Conference & Meeting Expense	<u>500</u>
	20,250

110-813-000 COMMUNITY EDUCATION

110-813-511 - Salaries - Administrative	20,840
110-813-514-01 - Instructional Salaries	63,000
110-813-514-02 - Community Services Coordinators	4,500
110-813-516 - Salaries - Secretarial	9,159
110-813-530 - Contractual Services	3,000
110-813-543 - General Materials & Supplies	2,400
110-813-550 - Conference & Meeting Expense	<u>1,800</u>
	104,699

110-815-000 ACADEMIC SKILLS CENTER

110-815-513 - Salaries - Full Time	36,500
110-815-518-01 - Salaries - Student Employees - Federal	2,700
110-815-530 - Contractual Services	500
110-815-543 - General Materials & Supplies	3,000
110-815-550 - Conference & Meeting Expense	<u>300</u>
	43,000

120-000-000 ACADEMIC SUPPORT (Learning Resource Center)\$ 138,348

120-000-511 - Salaries - Administrative	19,000
120-000-512 - Salaries - Professional	43,400
120-000-516 - Salaries - Secretarial	21,148
120-000-518-01 - Salaries - Student Employees - Federal	9,000
120-000-530 - Contractual Services	3,500
120-000-544-01 - Library Supplies	8,300
120-000-544-02 - Audio Visual Supplies	6,400
120-000-544-03 - Xerox Supplies	2,000
120-000-545 - Library Books	25,000
120-000-550 - Conference & Meeting Expense	<u>600</u>
	138,348

130-000-000 STUDENT SERVICES AND AIDS \$ 306,485

131-000-000 Admissions and Records

131-000-512	- Salaries - Professional	37,200
131-000-516	- Salaries - Secretarial	26,678
131-000-518-01	- Salaries - Student Employees - Federal	3,500
131-000-530	- Contractual Services	390
131-000-541	- General Materials & Supplies	4,800
131-000-550	- Conference & Meeting Expense	500
		<u>73,068</u>

132-000-000 Counseling and Testing

132-000-512	- Salaries - Professional	79,110
132-000-516	- Salaries - Secretarial	<u>6,589</u>
		<u>85,699</u>

133-000-541 Health Services - Materials

300 300

134-000-000 Financial Aids

134-000-512	- Salaries - Professional	20,250
134-000-516	- Salaries - Secretarial	<u>6,270</u>
		<u>26,520</u>

138-000-000 Administration of Student Services & Aids

138-000-511	- Salaries - Administrative	24,800
138-000-516	- Salaries - Secretarial	6,900
138-000-518-01	- Salaries - Student Employees - Federal	37,100
138-000-519	- Other Salaries (Coaching)	9,300
138-000-530	- Contractual Services	300
138-000-541	- General Materials & Supplies	9,000
138-000-544	- Recruitment at Fairs, Etc.	2,000
138-000-549	- Commencement	4,000
138-000-550	- Conference & Meeting Expense	<u>4,300</u>
		<u>97,700</u>

139-000-000 Veterans Grant Program

139-000-512	- Salaries - Professional	13,800
139-000-516	- Salaries - Secretarial	5,698
139-000-541	- General Materials & Supplies	2,500
139-000-550	- Conference & Meeting Expense	<u>1,200</u>
		<u>23,198</u>

<u>140-000-000</u>	<u>PUBLIC SERVICES</u>		<u>\$ 4,500</u>
140-000-514-02	- Salaries	3,500	
140-000-530	- Contractual Services	500	
140-000-543	- General Materials & Supplies	<u>500</u>	<u>4,500</u>
<u>170-000-000</u>	<u>OPERATION AND MAINTENANCE OF PLANT</u>		<u>\$ 371,110</u>
171-000-517	- Salaries - Services Staff	279,150	
171-000-518-01	- Salaries - Student Employees - Federal	69,160	
171-000-518-02	- Salaries - Student Employees - State	-0-	
176-000-575	- Telephone	<u>22,800</u>	<u>371,110</u>
<u>180-000-000</u>	<u>GENERAL ADMINISTRATION</u>		<u>\$ 245,240</u>
<u>181-000-000</u>	<u>President's Office</u>		
181-000-511	- Salaries - Administrative	35,000	
181-000-516	- Salaries - Secretarial	10,250	
181-000-518-01	- Salaries - Student Employees - Federal	2,465	
181-000-530	- Contractual Services	100	
181-000-541	- General Materials & Supplies	3,000	
181-000-550	- Conference & Meeting Expense	2,500	
181-000-556	- Special Affairs	<u>1,500</u>	<u>54,815</u>
<u>182-000-000</u>	<u>Business Office</u>		
182-000-511	- Salaries - Administrative	31,200	
182-000-512	- Salaries - Professional	20,500	
182-000-516	- Salaries - Secretarial	47,525	
182-000-518-01	- Salaries - Student Employees - Federal	9,200	
182-000-530	- Contractual Services	2,200	
182-000-541	- General Materials & Supplies	8,000	
182-000-550	- Conference & Meeting Expense	<u>2,000</u>	<u>120,625</u>
<u>183-000-000</u>	<u>Community Relations</u>		
183-000-511	- Salaries - Administrative	19,800	
183-000-516	- Salaries - Secretarial	6,250	
183-000-547	- General Materials & Advertising	43,000	
183-000-550	- Conference & Meeting Expense	<u>750</u>	<u>69,800</u>

190-000-000 INSTITUTIONAL SUPPORT \$ 395,349

191-000-000 Board of Trustees

191-000-531	- Contractual - Auditing & Legal	13,000	
191-000-549	- Other General Supplies (Elections)	2,750	
191-000-550	- Conference & Meeting Expense	2,000	<u>17,750</u>

192-000-000 Institutional Expense

192-000-516	- Salaries - Secretarial	6,650	
192-000-521	- Group Medical & Life Insurance	113,200	
192-000-539	- UNALLOCATED Contractual	2,100	
192-000-543	- Supplies (FACULTY ASSOCIATION)	200	
192-000-544	- Postage	25,080	
192-000-546	- Publications/Dues	6,200	
192-000-547	- Advertising	500	
192-000-554	- Recruitment	2,000	<u>155,930</u>

192-000-560 Fixed Charges

192-000-565	- General Insurance	<u>32,000</u>	<u>32,000</u>
-------------	---------------------	---------------	---------------

192-000-580 Capital Outlay

192-000-585	- Equipment	<u>23,691</u>	<u>23,691</u>
-------------	-------------	---------------	---------------

192-000-593 Tuition Charge Back

	<u>20,000</u>	<u>20,000</u>
--	---------------	---------------

194-000-000 Institutional Research

194-000-541	- General Materials & Supplies	1,000	
194-000-550	- Conference & Meeting Expense	500	<u>1,500</u>

195-000-000 Data Processing Services

195-000-512	- Salaries - Professional	48,800	
195-000-516	- Salaries - Secretarial	6,400	
195-000-518-01	- Salaries - Student Employees - Federal	3,800	
195-000-530	- Contractual Services	9,216	
195-000-541	- General Materials & Supplies	3,600	
195-000-550	- Conference & Meeting Expense	1,000	
195-000-562	- Rental of NCR & IBM Equipment	45,012	<u>117,828</u>

197-000-000 Affirmative Action

197-000-530	- Contractual Services	250	
197-000-543	- General Materials & Supplies	400	
197-000-550	- Conference & Meeting Expense	1,000	<u>1,650</u>

199-000-600 Provision for Contingencies

	<u>25,000</u>	<u>25,000</u>
--	---------------	---------------

TOTAL BUDGET EDUCATIONAL FUND . . . . . \$ 3,091,403

PART III: BUDGET SUMMARY

<i>Balance on hand July 1, 1977</i>	<i>\$ 7,921</i>
<i>Revenue</i>	<i>\$ 3,147,447</i>
<i>Less Expenditures</i>	<i><u>-3,091,403</u></i>
<i>Excess of Revenue over Expenditures . . . . .</i>	<i><u>56,044</u></i>
<i>Estimated balance June 30, 1978 . . . . .</i>	<i><u>\$ 63,965</u></i>

SAUK VALLEY COLLEGE

BUILDING AND MAINTENANCE FUND

PART I: ESTIMATED REVENUE 1977-78

200-000-400 BUILDING AND MAINTENANCE FUND

200-000-410 Local Governmental Sources

200-000-411	Current Taxes (604,059M @ 3¢ @ 98%)	<u>\$ 177,592</u>	\$ 177,592
200-000-470	Interest on Investments	<u>200</u>	200
200-000-499	Miscellaneous Revenue	<u>1,000</u>	<u>1,000</u>
TOTAL BUILDING AND MAINTENANCE FUND REVENUE . . . . .			<u>\$ 178,792</u>

**SAUK VALLEY COLLEGE**

**BUILDING AND MAINTENANCE FUND**

**PART II: ESTIMATED EXPENDITURES 1977-78**

**200-000-000 BUILDING AND MAINTENANCE FUND**

**270-000-000 Operation and Maintenance of Plant**

270-000-544	- General Materials & Supplies	\$ 55,000	
270-000-550	- Conference & Meeting Expense	<u>1,000</u>	\$ 56,000

**270-000-580 Capital Outlay**

270-000-587 - Additional Equipment	<u>10,000</u>	10,000
------------------------------------	---------------	--------

271-000-530 - Contractual Services	<u>26,600</u>	26,600
------------------------------------	---------------	--------

276-000-571 - Gas Utilities	<u>99,800</u>	99,800
-----------------------------	---------------	--------

276-000-573 - Electricity	<u>116,000</u>	116,000
---------------------------	----------------	---------

**290-000-000 Institutional Support**

**292-000-560 Fixed Charges**

292-000-561 - Rental	<u>1,000</u>	1,000
----------------------	--------------	-------

299-000-600 Provision for Contingencies	<u>15,000</u>	<u>15,000</u>
---	---------------	---------------

<b>TOTAL BUILDING AND MAINTENANCE FUND BUDGET . . . . .</b>	<b><u>\$ 324,400</u></b>
---	--------------------------

PART III: BUDGET SUMMARY

<i>Balance on hand July 1, 1977</i>	<i>\$ 104,416</i>
<i>Revenue</i>	<i>\$ 178,792</i>
<i>Less Expenditures</i>	<i><u>-324,400</u></i>
<i>Excess of Revenue over Expenditures . . . . .</i>	<i><u>(145,608)</u></i>
<i>Estimated balance June 30, 1978 . . . . .</i>	<i><u>(\$ 41,192)</u></i>

SAUK VALLEY COLLEGE

SITE AND CONSTRUCTION FUND

PART I: ESTIMATED REVENUE 1977-78

Other Sources

300-000-460	Facilities Revenue (Net)	\$ 60,000
300-000-470	Interest on Investments	25,000
300-000-499	Other Revenue	<u>-0-</u>
		<u>\$ 85,000</u>
<b>TOTAL SITE AND CONSTRUCTION FUND REVENUE . . . . .</b>		<u><b>\$ 85,000</b></u>

PART II: ESTIMATED EXPENDITURES 1977-78

INSTITUTIONAL SUPPORT

390-000-560 Fixed Charges

390-000-565	General Insurance	-0-	-0-
-------------	-------------------	-----	-----

390-000-580 Capital Outlay

390-000-582	Site Improvement	50,000
390-000-583	New Buildings & Additions	45,000
390-000-584	Building Improvements	5,000
390-000-585	Equipment - Office	10,000
390-000-586	Equipment - Instructional	10,000
390-000-587	Equipment - Service	10,000
390-000-589	Other Capital Outlay	<u>20,000</u>
		<u>\$ 150,000</u>

**TOTAL SITE AND CONSTRUCTION EXPENDITURES . . . . .** **\$ 150,000**

PART III: BUDGET SUMMARY

Balance on hand July 1, 1977 \$ 671,935

Revenue \$ 85,000  
Less Expenditures -150,000

Excess of Revenue over Expenditures . . . . . (65,000)

Estimated balance on hand June 30, 1978 . . . . . \$ 606,935

SAUK VALLEY COLLEGE

BOND AND INTEREST FUND #1

PART I: ESTIMATED REVENUE 1977-78

400-000-410 Local Governmental Sources

400-000-411	Current Taxes (604,059,000 @ 5.075 @ 98%)	\$ 300,430	\$ 300,430
-------------	--	------------	------------

400-000-470 Other Sources

400-000-470	Interest on Investments	6,000	6,000
-------------	-------------------------	-------	-------

TOTAL BOND AND INTEREST FUND #1 REVENUE . . . . .	<u>\$ 306,430</u>
---	-------------------

PART II: ESTIMATED EXPENDITURES 1977-78

INSTITUTIONAL SUPPORT

490-000-560 Fixed Charges

490-000-563	Debt Principal Retirement	\$ 225,000	
490-000-564	Interest	74,700	
490-000-569	Other Fixed Charges	500	\$ 300,200

TOTAL BOND AND INTEREST FUND #1 EXPENDITURES . . . . .	<u>\$ 300,200</u>
--	-------------------

PART III: BUDGET SUMMARY

Balance on hand July 1, 1977	\$ 154,168
------------------------------	------------

Revenue	\$ 306,430
Less Expenditures	<u>300,200</u>

Excess of Revenue over Expenditures . . . . .	<u>6,230</u>
---	--------------

Estimated balance on hand June 30, 1978 . . . . .	<u>\$ 160,398</u>
---	-------------------

SAUK VALLEY COLLEGE

BOND AND INTEREST FUND #2

PART I: ESTIMATED REVENUE 1977-78

400-000-410 Local Governmental Sources

400-000-411	Current Taxes (604,059,000 @ 2.025 @ 98%)	\$ 119,875	\$ 119,875
-------------	--	------------	------------

400-000-470 Other Sources

400-000-470	Interest on Investments	1,200	1,200
-------------	-------------------------	-------	-------

TOTAL BOND AND INTEREST FUND #2 REVENUE . . . . .	\$ 121,075
---	------------

PART II: ESTIMATED EXPENDITURES 1977-78

INSTITUTIONAL SUPPORT

490-000-560 Fixed Charges

490-000-563	Debt Principal Retirement	\$ 115,000
490-000-564	Interest	4,600
490-000-569	Other Fixed Charges	500
		\$ 120,100

TOTAL BOND AND INTEREST FUND #2 EXPENDITURES . . . . .	\$ 120,100
--	------------

PART III: BUDGET SUMMARY

Balance on hand July 1, 1977	\$ 15,972
------------------------------	-----------

Revenue	\$ 121,075
Less Expenditures	<u>-120,100</u>

Excess of Revenue over Expenditures . . . . .	975
---	-----

Estimated balance on hand June 30, 1978 . . . . .	\$ 16,947
---	-----------

SAUK VALLEY COLLEGE

WORKING CASH FUND

PART I: ESTIMATED REVENUE 1977-78

790-000-470 Other Sources

790-000-415	Sale of Bonds	\$ 90,000
790-000-470	Investment Income	<u>10,000</u>
<b>TOTAL WORKING CASH FUND REVENUE</b>		<b><u>\$ 100,000</u></b>

PART II: ESTIMATED EXPENDITURES 1977-78

790-000-500 Institutional Support

790-000-569	Miscellaneous Expense	\$ 250	\$ 250
<b>TOTAL WORKING CASH FUND EXPENDITURES</b>		<b><u>\$ 250</u></b>	

PART III: BUDGET SUMMARY

<i>Balance on hand July 1, 1977</i>	<b>\$ 592,665</b>
<i>Revenue</i>	<b>\$ 100,000</b>
<i>Less Expenditures</i>	<b><u>250</u></b>
<i>Excess of Revenue over Expenditures</i>	<b><u>\$ 99,750</u></b>
<i>Estimated balance on hand June 30, 1978</i>	<b><u>\$ 692,415</u></b>

SAUK VALLEY COLLEGE BOOKSTORE

Budget for 1977-78

PART I: REVENUE

SALES:

Textbooks	\$ 168,000
Supplies	20,685
Miscellaneous	13,650
Paperbacks	4,410
Used Books	9,975
Sales Tax Collected	<u>9,800</u>
	\$ 226,520

Less Cost of Sales:

Textbooks	134,400
Supplies	14,480
Miscellaneous	10,250
Paperbacks	3,000
Used Books	7,500
Sales Tax Paid	<u>9,604</u>
	<u>179,234</u>

ESTIMATED GROSS PROFIT . . . . . \$ 47,286

PART II: EXPENDITURES

Salaries & Wages	\$ 18,060
Employee Benefits	500
Transportation	5,010
Equipment	3,100
Supplies	1,500
Travel	1,000
Telephone	300
Dues & Subscriptions	220
Auditing & Legal	250
Other Expenses	<u>600</u>
	<u>30,540</u>

EXCESS REVENUE OVER EXPENDITURES . . . . . \$ 16,746

PART III: Budget Summary

Fund Equity July 1, 1977	\$ 125,983
Revenue	\$ 226,520
Less Expenditures	<u>209,774</u>
Excess Revenue over Expenditures	<u>16,746</u>
Estimated Fund Equity, June 30, 1978	\$ <u>142,729</u>

RESTRICTED PURPOSES FUND

PART I: ESTIMATED REVENUE

	<u>1976-77</u>	<u>1977-78</u>	
<u>#201 Comprehensive Fee Income</u>			
<u>Summer, 1976</u>		<u>Summer, 1977</u>	
6,675 x \$1.00	\$ 6,675	5,607 x \$1.00	5,607
<u>Fall, 1976</u>		<u>Fall, 1977</u>	
21,010 x \$1.00	31,010	26,547 x \$1.00	26,547
<u>Spring, 1977</u>		<u>Spring, 1978</u>	
30,615 x \$1.00	<u>30,615</u>	26,046 x \$1.00	<u>26,046</u>
	68,300		58,200
<u>Income from Admissions to Student Activities</u>			
#202 Athletics	400	200	
#203 Drama & Readers'			
Theatre	3,000	2,500	
#204 Cultural Events	5,650	5,000	
#205 Newspaper	<u>-0-</u>	<u>200</u>	
	<u>9,050</u>	<u>7,900</u>	
<u>TOTAL ESTIMATED REVENUE</u>	<u>\$ 77,350</u>	<u>\$ 66,100</u>	

RESTRICTED PURPOSES FUND

PART II: ESTIMATED EXPENDITURES

	<u>1976-77</u>	<u>1977-78</u>
#251 - Athletics (Palumbo)		
#252 - Athletics (Mabee)		
#253 - Athletics (Hartje)		
#254 - Athletics (Walrath)		
<u>Athletics</u>		
Officials	1,670	1,775
Travel	6,625	6,630
Meals & Hotel	3,790	3,665
Awards	1,535	1,260
Insurance	900	850
Banquet	310	300
Dues & Fees	555	555
	<u>15,385</u>	<u>15,035</u>
<u>Rentals</u>		
Golf	450	450
Tennis	200	200
Indoor Track	<u>-0-</u>	<u>650</u>
		<u>250</u>
		900
<u>Supplies &amp; Cleaning</u>		
Basketball	220	157
Baseball	490	470
Golf	150	150
Indoor Track	200	50
Tennis	370	350
Outdoor Track	<u>-0-</u>	<u>175</u>
Wrestling	300	350
Cross Country	<u>175</u>	<u>175</u>
	<u>1,905</u>	<u>1,877</u>
<u>Miscellaneous</u>		
Scouting	100	100
Clinics	<u>100</u>	<u>200</u>
	<u>18,140</u>	<u>18,012</u>
<u>#255 Men's Intramurals</u>		
Awards, Officials,		
Scorebooks	<u>-0-</u>	<u>-0-</u>

1976-771977-78#256 Cheerleaders & Pom Pon Squad

<i>Jr. High Cheerleaders' Clinic</i>	-9-	50
<i>Travel- Meals</i>	400	150
<i>Home Games &amp; Refreshments</i>	-0-	40
<i>Insurance</i>	-0-	-0-
<i>Uniforms</i>	146	50
<i>Physicals</i>	<u>54</u>	600
		<u>60</u> 350

#257 Speech Activities & Readers' Theatre

<i>Readers' Theatre</i>	375	375
<i>Tournaments</i>	<u>4,025</u>	4,400
	<u>4,025</u>	4,400

#258 Drama

<i>Royalties</i>	400	450
<i>Publicity</i>	300	400
<i>Sets &amp; Costumes</i>	<u>1,800</u>	2,500
	<u>1,850</u>	2,700

#259 Music

<i>Travel</i>	1,050	1,100
<i>Meals</i>	1,350	1,400
<i>Cleaning &amp; Misc.</i>	100	250
<i>Workshop Travel</i>	<u>300</u>	2,800
	<u>250</u>	3,000

#260 Student Activities - Cultural-Social

<i>Leadership</i>	1,200	1,200
<i>Fine Arts</i>	4,000	4,000
<i>Dances</i>	400	300
<i>Speakers</i>	5,000	4,500
<i>Pop Entertainment</i>	3,500	2,500
<i>Wages</i>	100	100
<i>Films</i>	3,000	3,000
<i>Misc.</i>	700	300
<i>Publicity</i>	500	500
<i>Academic</i>	100	100
<i>Summer Theatre</i>	350	-0-
<i>Activities</i>	<u>400</u>	19,250
	<u>200</u>	16,700

#262 Student Newspaper

	3,000	3,000
--	-------	-------

#263 Student Magazine

	3,000	-0-
--	-------	-----

<u>#264 Associated Student Board</u>	<u>1976-77</u>	<u>1977-78</u>
Clubs	-0-	-0-
Supplies	200	200
Publicity	250	250
Special Events	1,350	1,050
Pow Wow	800	800
Christmas	500	200
Seminars	50	50
Miscellaneous	<u>1,000</u>	<u>2,800</u>
<u>#265 Musical</u>	<u>-0-</u>	<u>-0-</u>
<u>#266 Women's Intercollegiate Activities</u>		
<u>Athletics</u>		
Officials	880	1,725
Travel	2,900	3,300
Meals	1,320	1,630
Physicals	200	300
Insurance	500	400
Dues & Fees	<u>445</u>	<u>6,245</u>
<u>Supplies</u>		
First Aid	200	200
Tennis	162	75
Volleyball	392	75
Basketball	392	105
Softball	654	595
Track	-0-	715
Misc.	<u>1,915</u>	<u>3,715</u>
	<u>9,960</u>	<u>275</u>
		<u>2,040</u>
		<u>10,430</u>
<u>#267 Sauk Valley College Volunteers</u>	<u>-0-</u>	<u>-0-</u>
<u>#268 Intramurals - Coed</u>		
Awards	300	107
Coaches & Organizers	400	-0-
Officials	300	122
Equipment	600	71
Supplies	<u>400</u>	<u>2,000</u>
	<u>-0-</u>	<u>300</u>
<u>#270 Clubs</u>	<u>2,000</u>	<u>2,200</u>
<u>#298 Equipment</u>	<u>1,500</u>	<u>500</u>
<u>#299 Non-budgeted Contingencies</u>	<u>4,750</u>	<u>2,008</u>
<u>TOTAL ESTIMATED EXPENDITURES . . . . .</u>	<u>\$ 76,700</u>	<u>\$ 66,100</u>

PART III: BUDGET SUMMARY

<i>Balance on hand July 1, 1977</i>	<i>\$ 29,319</i>
<i>Revenue</i>	<i>\$ 66,100</i>
<i>Less Expenditures</i>	<i><u>66,100</u></i>
<i>Excess of Revenue over Expenditures . . . . .</i>	<i><u>-0-</u></i>
<i>Estimated balance on hand June 30, 1978 . . . . .</i>	<i><u>\$ 29,319</u></i>

SAUK VALLEY COLLEGE

CHILD CARE CENTER

1977-78

PART I: ESTIMATED REVENUE

Fees	\$ 11,000.00
Insurance	<u>200.00</u>
Total Revenue . . . . .	<u>\$ 11,200.00</u>

PART II: ESTIMATED EXPENDITURES

Salaries

Director	\$ 5,200.00
Assistant	<u>5,200.00</u>
Total Salaries . . . . .	\$ 10,400.00
Insurance . . . . .	200.00
Supplies . . . . .	500.00
Travel . . . . .	<u>100.00</u>
Total Expenditures . . . . .	<u>\$ 11,200.00</u>

NOTE: In addition to the above, a Child Care Center account is maintained which reflects a community contribution. This account has been designated to be used for supplies, equipment, and other non-salaried items.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE September 21, 1977

## MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole *G.E.C.*

President

*#D-7*

RE: AGENDA ITEM #D-7 - APPROVAL OF PURCHASE OF BALER

The attached detailed memorandum from Dean Edison sketches the history of securing bids for the Portable Baler Machine along with the specifications and relative prices.

### RECOMMENDATION:

The President recommends that the Board approve the purchase of a portable baler machine from the Paul Reilly Co., Inc. of Milwaukee, Wisconsin, in the amount of \$4,150.

GEC/bg  
Enc.

September 20, 1977

TO: BOARD OF TRUSTEES AND PRESIDENT COLE

FROM: Robert Edison

*Bob*

In May of 1977, a Portable Baling Machine, with the following specifications, was advertised for bid.

Loading - Manual

Controls - Manual with safety features incorporated in loading door.

Loading chamber size (inches) W., L., D., - 30x40x20

Loading chamber volume (cu. ft.) - 14

Completed Bale size (inches) W., H., L., - 30x20x40

No. of ties per bale - 3 twine

Motor - 5 H.P. open drip-proof 208V AC, 3 phase,  
60 hertz with NEMA type starter.

Stroke cycle (seconds) - 15 to 22

Dimensions, overall - approx. 13 ft. L x 2 ft. 10 in. W.  
x 2 ft. 10 in. H.

The bids received on this machine, and one quotation subsequently obtained, are as follows:

Skarnes, Inc., Minneapolis, MN	Plus Frt.	\$ 3,365.00
Paul Reilly Co., Inc. Milwaukee, WI	Delivered	4,150.00
Maren Eng. Corp., S. Holland, IL	Plus Frt.	4,440.60

I have called the Paul Reilly Co., Inc., in Milwaukee, Wisconsin, and it has been indicated that they will still deliver this machine at the quoted price.

Some of the differences between the Skarnes machine and the Reilly Co. machine are as follows:

- 1) Hopper size. 14 cu. ft. versus 11½ cu. ft.
- 2) Chamber Opening. 30"x40" versus 23"x 36".
- 3) Horizontal loading versus vertical loading. It is felt that horizontal loading would be easier with the full size opening available for filling, whereas the vertical loading would depend upon the height for the individual worker. It is also felt that much more debris would fall on the floor with the vertical loader.
- 4) Three ties per bale versus 2 ties per bale.
- 5) Reilly Co. will handle wet products versus dry products only. Though I don't contemplate strictly wet products we do have a good deal of wetness involved in cafeteria areas where drinks, etc. are served.
- 6) Cycle time. 18 seconds versus 15 seconds.

RECOMMENDATION: Board approval for the purchase of a portable baler machine from the Paul Reilly Co., Inc. of Milwaukee, WI, in the amount of \$4,150.00.

RE:fsb

RECEIVED SEP 15 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

September 14, 1977

202 EAST FIFTH STREET  
STERLING, ILLINOIS 61081  
TELEPHONE 815-625-8200

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

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

#E-2

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

Re: Summer School Pay Case

Dear George:

Enclosed please find a copy of a letter this day received from Lawrence Jay Weiner and a copy of the entry of appearance filed in the cause. I will keep you advised of further developments.

Sincerely yours,

*Bob*

RWC/b  
encls.

RECEIVED

SEP 14 1977

WARD & WARD

46TH FLOOR

ONE NORTH LA SALLE STREET

CHICAGO, ILLINOIS 60602

(312) 782-4115

September 13, 1977

R. W. Castendyck, Esq.  
Ward, Ward, Castendyck,  
Murray & Pach  
202 East Fifth Street  
Sterling, Illinois 61081

RE: Community College District No. 506  
vs.  
Sauk Valley College Faculty Assn.  
Summer School Pay Rates

Dear Bob:

This is to confirm our conversation of the other day  
with respect to the above-captioned matter.

As related, due to the press of other matters  
(as expected during this time of the year), I  
have been unable to finally prepare my plead-  
ings in the time that I had originally hoped.  
I do expect to complete and file the same within  
the near future and would appreciate your com-  
mendation with respect to the additional time  
hereby requested.

Very truly yours,



Lawrence Jay Weiner

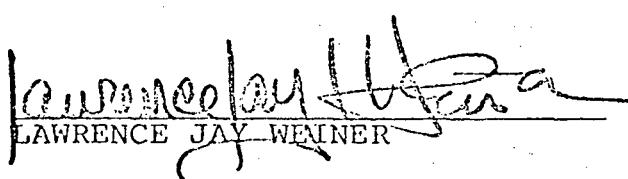
LJW:na

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL  
CIRCUIT FOR LEE COUNTY, ILLINOIS

BOARD OF TRUSTEES, COMMUNITY )  
COLLEGE DISTRICT NO. 506, )  
Counties of Whiteside, Lee, )  
Ogle, Henry, Bureau and Carroll, )  
State of Illinois, )  
Plaintiff, )  
-vs- ) NO. In Equity  
SAUK VALLEY COLLEGE FACULTY )  
ASSOCIATION, )  
Defendant. )

APPEARANCE

I, LAWRENCE JAY WEINER, enter the appearance of  
LAWRENCE JAY WEINER & ASSOCIATES, as attorneys for the  
defendant SAUK VALLEY COLLEGE FACULTY ASSOCIATION.

  
LAWRENCE JAY WEINER

I certify that a copy of the within instrument has been  
served on all parties of interest.

  
LAWRENCE JAY WEINER

LAWRENCE JAY WEINER & ASSOCIATES  
ONE NORTH LA SALLE STREET  
CHICAGO, ILLINOIS 60602  
TELEPHONE: (312) 782-4115

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE September 21, 1977

## MORANDUM

TO: SVC Board of Trustees

*#71*

FROM: Dr. George E. Cole *G.E.C.*  
President

RE: AGENDA ITEM #F-1 - PROPOSED POLICY ON EQUIPMENT PURCHASES

Pursuant to discussions at our last Board Meeting, the following tentative recommendations are offered for discussion and eventual approval by the Board regarding equipment purchases in future budget years.

By law we are not required to approve our final budget until the end of September. From a practical point-of-view, however, we start operating from the new budget on July 1 of the year in which it is approved. Certain items, such as personnel and occasionally supplies, are purchased before the final approval of the budget and many of these commitments are necessary to start the new academic year and to keep the college operating for that period of time from July 1 until the budget is formally approved.

In the opinion of the administration, the following arrangement would be more functional and hopefully could minimize Board concerns over equipment in future budget years.

### Step 1:

Following preliminary budget discussions which will probably begin in late December or early January for the following fiscal year, a total dollar amount which can be committed to equipment purchases should be decided on by approximately March 15, hopefully no later than April 15.

### Step 2:

Following the consensus of the Board on the maximum amount of money available for equipment purchases for the following fiscal year, the administration will identify the desired equipment along with cost estimates and establish a priority list which does not exceed the anticipated amount of money available for equipment purchases. This list should be prepared by May 1, hopefully no later than June 1.

Memorandum to: SVC Board of Trustees  
September 21, 1977  
Page #2

Step 3:

Following the preparation of this priority list, the Board will be given the opportunity of final review before commitments are made to purchase the necessary equipment. Hopefully the priority list can be given a final vote of approval by June 15, certainly no later than July 1.

Step 4:

Following the final review by the Board of the equipment priority list, the administration should feel free to proceed in the most expeditious manner to purchase this equipment and have it delivered to the college before the beginning of the fall semester.

If the above procedure is approved, it will probably be necessary to review and perhaps revise our current purchase policy which does not include these carefully spelled-out steps. For your information I have included a copy of the purchasing policy which was approved in the spring of 1972, several months before I arrived at Sauk as President.

GEC/bg  
Enc.

SAUK VALLEY COLLEGE

Dixon, Illinois

## PURCHASING POLICY

### Introduction

The administration of the purchasing policies and guidelines as set forth herein shall be the responsibility of the Dean of Business Services. This document shall serve to enable responsible parties to act in the best interests of Sauk Valley College. An efficient, well-planned, and organized program of purchasing policies is imperative to protect the public trust relative to the expenditures of public tax monies. Because the success of the purchasing program depends on the ways and means of implementation, management, and administration, it is apparent that this written policy shall govern the purchasing program and its use.

### Ethics

All administrators acting as purchasing agents for Sauk Valley College shall ever be mindful of and practice the following ethics:

1. To regard public service as a sacred trust giving primary consideration to the interest of the school district.
2. To purchase without prejudice, seeking to obtain the maximum benefit for each tax dollar expended.
3. To strive for knowledge of school equipment and supplies in order to recommend items that may either reduce cost or increase the efficiency of the means of education.
4. To insist on and expect honesty in sale representation whether offered verbally or in the sample of a product submitted.
5. To give all responsible bidders equal consideration and the assurance of unbiased judgment in determining whether their product meets specifications and the educational needs of the district.
6. To discourage the offer of, and to decline, gifts which in any way might influence the purchase of school equipment and supplies.

7. To accord a prompt and courteous reception, insofar as conditions permit, to all who call on legitimate business missions.
8. To cooperate with educational, governmental, and trade associations in the promotion and development of sound business methods in the procurement of school equipment and supplies.

### Procedures

The Dean of Business Services shall have the responsibility of securing for the district its requirements for services, materials, supplies, and equipment at the lowest possible cost consistent with satisfactory standards for quality and service.

Supervision and control of all purchases shall be the responsibility of the Dean of Business Services, or his responsible officer, and he shall not be burdened with interference from any person at or below his administrative level.

Supply items common to all departments and which are generally used throughout the college shall be purchased by the Dean of Business Services. Such items shall be of good quality and shall be purchased in sufficient and adequate quantities so as to assure the lowest possible cost. These supply items shall be located in a central storage room and controlled by dispensing through the Business Office. The departmental budgets will be charged by journal entry for the value of the merchandise received.

All purchases are to be initiated by requisition and shall be approved by the requisitioner's immediate supervisor and/or dean, or as required by the Dean of Business Services.

### Policies

#### A. Budgeted Expenditures

All expenditures for items of services, materials, supplies and equipment which have been budgeted within the operational funds of the College shall be bid and purchased within the following guidelines and policies:

1. Purchases involving an expenditure of less than \$2,500 may be authorized by the Dean of Business Services without advertising for bids, or requiring formal competitive bidding. The Dean of Business Services shall determine the type of bidding necessary, the procedure being dependent upon the circumstances pertaining to each particular purchase.

2. Purchases involving an expenditure in excess of \$2,500 shall be let to the lowest responsible bidder after due advertisement, except contracts which by their nature are not adaptable to competitive bidding such as contracts for:
  - a. services for individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.
  - b. printing of finance committee reports and departmental reports.
  - c. printing or engraving of bonds, tax warrants and other evidences of indebtedness.
  - d. utility services such as water, light, heat, telephone or telegraph.
  - e. materials and work which have been awarded to the lowest responsible bidder after due advertisement, but due to unforeseen revisions, not the fault of the contractor for materials and work, must be revised causing expenditures not in excess of 10% of the contract price.
  - f. the purchase of supplies, materials, and equipment for which written specifications cannot feasibly be formulated due to the nature of the product to be purchased, e.g. boiler chemicals, floor sealers, brand name typewriters, etc.
  - g. purchases of magazines, books, periodicals, pamphlets and reports.
  - h. where funds are expended in an emergency and such emergency expenditure is approved by 70% of the members of the Board.
3. All competitive bids for contracts involving an expenditure in excess of \$2,500 should be sealed by the bidder and must be opened by a member or employee of the board, and witnessed, at a public bid opening at which the contents of the bids must be announced. Each bidder must receive at least three days notice of the time and place of such bid opening.

4. Due advertisement includes, but is not limited to, at least one public notice at least ten days before the bid date in a newspaper published in the district, or if no newspaper is published in the district, in a newspaper of general circulation in the area of the district.
5. All requests for quotations or competitive bids shall be issued through the office of the Dean of Business Services.

B. Non-Budgeted Expenditures

Purchases of services, materials, supplies, and equipment which have not been specifically budgeted for in the operational funds of the College, or which ultimately shall be funded through the Site and Construction Fund, shall be purchased according to the policies and guidelines as set forth in Section A, with the exception that responsibility for approval to purchase under this Section B, rests with the Board of Trustees.

Miscellaneous

The Dean of Business Services will exercise discretion in determining the responsibility of each bidder. The lowest responsible bidder will be awarded the contract, provided he meets the specific requirements set forth in the bidding document.

Preference will be given to persons or firms located in the college district so long as they provide the needed service on a substantially equal basis with the persons or firms located outside the district.

**RESOLVED**, That the purchasing policy of COMMUNITY COLLEGE DISTRICT NUMBER 506, Counties of Whiteside, Lee, Ogle, Henry, Bureau and Carroll, State of Illinois, commonly known as SAUK VALLEY COLLEGE, be amended by adding to the Miscellaneous Section the following language: All contracts to which Sauk Valley College is a party shall be conditioned upon the requirement that the supplier of materials or services or the contractor and his subcontractors, and all labor organizations furnishing skilled, unskilled and craft union skilled labor, or who may perform any such labor or services, as the case may be, shall not commit an unfair employment practice in this State as defined in Section 853 of Chap. 48, Ill. Rev. Stats., and all such contracts shall have incorporated therein the "Equal Employment Opportunity Clause" required under the Rules and Regulations of the Illinois Fair Employment Practices Commission, a copy of which is attached hereto and incorporated herein by reference. The said Clause may be incorporated in the College's contracts by reference to this purchasing policy.

## "EQUAL EMPLOYMENT OPPORTUNITY CLAUSE"

In the event of the contractor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Fair Employment Practices Act or the Fair Employment Practices Commission's Rules and Regulations for Public Contracts, the contractor may be declared nonresponsible and therefore ineligible for future contracts or sub-contracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or avoided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of this contract, the contractor agrees as follows:

- (1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or ancestry; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- (2) That, if it hires additional employees in order to perform this contract, or any portion hereof, it will determine the availability (in accordance with the Commission's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- (3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin or ancestry.
- (4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- (5) That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.
- (6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain

compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(7) That it will include verbatim or by reference the provisions of paragraphs 1 through 7 of this clause in every performance subcontract as defined in Section 2.10(b) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor; and that it will also so include the provisions of paragraphs 1, 5, 6 and 7 in every supply subcontract as defined in Section 2.10(a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors; and further it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any subcontractor fails or refuses to comply therewith. In addition, no contractor will utilize any subcontractor declared by the Commission to be nonresponsible and therefore ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations."

With respect to the two types of subcontracts referred to under paragraph 7 of the Equal Employment Opportunity Clause above, following is an excerpt of Section 2 of the FEPC's Rules and Regulations for Public Contracts:

"Section 2.10. The term "Subcontract" means any agreement, arrangement or understanding, written or otherwise, between a contractor and any person (in which the parties do not stand in the relationship of an employer and an employee):

(a) for the furnishing of supplies or services or for the use of real or personal property, including lease arrangements, which, in whole or in part, is utilized in the performance of any one or more contracts; or

(b) under which any portion of the contractor's obligation under any one or more contracts is performed, undertaken or assumed."

# SAUK VALLEY COLLEGE

RECEIVED SEP 23 1977

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE September 22, 1977

## MEMORANDUM

Dr. Cole and all Deans

# G-9d

TO: Don Foster, Affirmative Action Officer

FROM: Update on AA Policy and EEOC Guidelines

Part of my responsibilities as AAO is to keep the SVC administrative staff apprised of current EEOC rules and regulations in regard to Affirmative Action. This memo should be regarded as part of my effort to fulfill this responsibility.

Enclosed are copies of articles that I recently acquired at an EEOC seminar in Washington D.C. that spell out our obligations under Affirmative Action. The article by William B. Lockett entitled "EEO: A Normal Business Activity" provides a general overview of Affirmative Action. The article entitled "Material to be Provided for the Desk Audit" is copied from the EEO Manual and the article entitled "Record Keeping, Reporting and Notice Posting Requirements Under EEO Statutes and Regulations" is written by Gary E. Murg of the Burroughs Corporation. Please read these articles carefully in order to be aware of our obligations in this area.

Of primary concern to our institution is the possibility of someday facing an EEOC audit. If this should take place, we need to be sure that all of our personnel records, hiring practices, and personnel policies in general are in compliance with EEOC regulations. This is something that must be done on a continuing basis--and not left to the few days prior to an audit.

The following list of information represents a summary of some of the major areas of concern that relate to our institution.

1. It is necessary to maintain complete and accurate records on our "application flow" here at the college. All applications should be kept on file for the past several years. The EEOC will examine these records carefully in the event of an audit and use them as a basis of evidence of our compliance or noncompliance with AA.
2. In order to avoid a charge of discrimination in hiring practices we are obligated to make sure that our recruiting efforts provide a reasonable opportunity for all minorities (the seven protected categories) to become aware of vacancies and to apply.

Memorandum to: Dr. Cole and all Deans  
September 22, 1977  
Page 2

3. In order for an individual to have valid grounds for filing a complaint of discrimination in hiring the following conditions must exist:
  - The person must have made formal application for the position.
  - The person must have been denied employment.
  - The position must have remained open after they were rejected.
  - The position must have been advertised after the person was rejected.
  - The person must file a formal complaint with the EEOC within 180 days after the date of rejection.
4. Of special concern to the EEOC, in an audit situation, is evidence of "systematic discrimination" in an institution. This is defined as discrimination in work rules, hiring practices, or personnel policies that systematically exclude or penalize individuals of one of the seven protected categories. These categories are:
  - Race
  - Religion
  - Color
  - National Origin
  - Sex
  - Age
  - Handicapped
5. In charges of unfair employment practices two terms are of importance.
  - Requisite skills-which refer to individuals that possess the necessary skills to perform the job in question in a satisfactory manner. This is your real recruiting population that percentages and quotas are based upon—not just the population at large. In other words, we do not have to employ an unqualified person just to meet a quota. However, there must be a demonstrated relationship between the qualifications listed and the actual duties to be performed. Artificial degree requirements and inflated qualifications are of concern to the EEOC in an audit.
  - Reasonable recruiting area - which refers to the geographic area from which we recruit new employees. For professional staff this would be the entire country while for classified personnel it would be the immediate SVC area. Our quotas are established by the EEOC based upon our individual institutional reasonable recruiting area.

Memorandum to: Dr. Cole and all Deans  
September 22, 1977  
Page 3

6. Employment application forms must be carefully screened to exclude all nonrelevant information that could result in discrimination. Question requesting information on age, sex, race, religion, state of health, marital status etc. should be removed from the pre-employment application forms. However, once a person is hired then he or she can be asked to fill out a post-employment form seeking the type of personal data listed above. The Affirmative Action Committee plans to examine all of our employment application forms this year and recommend the needed changes to bring us into full compliance.

If you have any questions in regard to the information presented in this memo, please contact me. Part of the conference fee covered the cost of a four volume complete set of EEOC guidelines, rules, and regulations in regard to Affirmative Action. Feel free to consult them if the need arises. Also, I will be happy to assist you in obtaining information about AA.

sg

*Don Foster*

cc: Affirmative Action Members

RECEIVED SEP 20 1977



Executive Director  
David L. Viar

**Illinois Community College  
Trustees Association**

510 Iles Park Place  
Springfield, Illinois 62718  
Telephone 217-789-1777

*# 8-7*

September 19, 1977

Mr. Ronald Coplan  
114 East Main  
Morrison, Illinois 61270

Dear Mr. Coplan:

It is our understanding that on July 21 the Sauk Valley Board of Trustees voted to discontinue their membership in the Illinois Community College Trustees Association, with the understanding that the matter would be reconsidered at a later date. Although we are disappointed with your decision we are encouraged that you will be continuing to study the role of the ICCTA and your position within our organization.

During the months ahead we will continue to send our materials to all Sauk Valley board members and to Dr. Cole. We also encourage all of the board members to attend the Northwest ICCTA regional meetings, our monthly board meetings, and our workshops so you will have an opportunity to observe the work of the Association first hand and to interact with trustees throughout the state.

Several trustees and our executive director would like to visit informally with each of the Sauk Valley board members during October. This will provide an opportunity for us to explain the role of the ICCTA and the positive things which have been accomplished because of the trustee organization. These informal meetings will also give the Sauk Valley board members a chance to express their concerns about the ICCTA. We hope these meetings will prove beneficial for all concerned.

The community college trustees who are active in the work of the ICCTA believe strongly in its viability and need. We trust that as you continue to study your position with our organization, you too will agree that 100% participation is essential and worthwhile.

Sincerely,

*C. R. Jasiek*  
C. R. Jasiek  
President

DV:dg

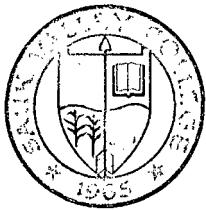
cc: Sauk Valley Board Members  
Dr. George Cole

President  
Dr. C. R. Jasiek  
Illinois Valley Community College  
P. O. Box 556  
LaSalle, Illinois 61301

Vice-President  
Mr. Raymond E. Hartstein  
Oakton Community College  
9801 Gross Point Road Apt. 201  
Skokie, Illinois 60076

Secretary  
Mrs. Judith E. Madonia  
Lincoln Land Community College  
2713 Interlachen Drive  
Springfield, Illinois 62704

Treasurer  
Mrs. Jessalyn Nicklas  
William Rainey Harper College  
450 North Ayrshire Lane  
Palatine, Illinois 60067



## SAUK VALLEY COLLEGE

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

September 26, 1977

Mr. C. R. Jasiek, President,  
Illinois Community College  
Trustees Association,  
P. O. Box 556,  
La Salle, IL 61301

Re: ICCTA - Sauk Valley College

Dear Sir:

I have yours of September 19, 1977. You are correct in your assumption that the Sauk Valley College Board of Trustees does not wish to continue its membership in the Illinois Community College Trustees Association. Your understanding that the matter will be reconsidered at a later date is not entirely correct, since any review of the Board's decision will have to be based on some change in the position by the ICCTA, particularly as it relates to financing.

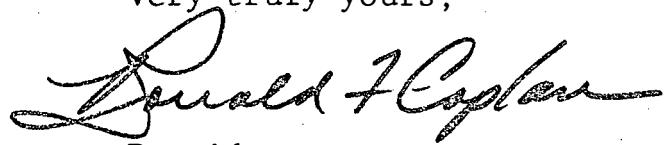
The basic objection to continued membership is the cost to the institution. Sauk Valley College, like many other community colleges, finds itself in an increasingly difficult position financially. Our most recent fiscal year was concluded with a deficit and our present fiscal year has a considerable deficit budgeted. Our enrollment has declined and it appears as though it will continue to decline in the foreseeable future. While the decline in student enrollment may be negligible as it is viewed from numbers of students or the percentage decline in student credit hours, the financial impact is much greater. The Board can hardly justify spending several thousands of dollars to the ICCTA when we can ill afford salary increases for personnel.

I assume that it is possible that some, or all, of our trustees and our president would meet with your executive director and members of your board if you wish. However, your offer to explain the role of the ICCTA in the positive things which have been accomplished because of that organization fail to recognize that we do keep abreast of things that are happening and that

Mr. C. R. Jasiek,  
September 26, 1977,  
Page 2

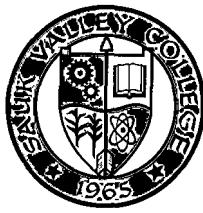
the role of the ICCTA is understood by those of us at the local level. What you fail to recognize at your level is our concern about the increasing cost of operating the ICCTA and also the relative priority of your organization in our financial planning.

Very truly yours,



President,  
Sauk Valley College  
of Trustees

RFC:mv



## SAUK VALLEY COLLEGE

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

OFFICE OF THE PRESIDENT

September 22, 1977

#65-5

As you probably already know, we recently established a committee to work on a personnel classification system for the clerical and support staff at Sauk Valley College.

There are several reasons why we initiated this activity at this time. The primary impetus came from our recent Affirmative Action Plan. To preserve the spirit of this plan which is required of us by federal law, it is only fair that everyone know his or her job classification as well as what salary and responsibilities are normally associated with that job. This classification system will be made public information.

I would like to reassure each of you that there are no intentions of reducing anyone's pay and request your cooperation in working with your supervisor to carefully identify your job responsibilities so that we might develop an accurate and up-to-date description for every job at Sauk Valley College.

The findings of this committee will of course be taken into consideration when future decisions about salary increases are acted upon by the Board. It is also necessary to have a job classification system which will permit us to fairly and accurately place new employees at a salary that is based upon their qualifications to perform their duties.

Sincerely,

  
George E. Cole  
President

GEC/bg

# State student grants delayed

By SHAREN JOHNSON

Gannett News Service

SPRINGFIELD — At least 1,200 scholarship students may face financial difficulties and some may have to drop out of school this semester because of a computer backlog in the agency that processes state scholarship applications, college and state officials said Monday.

In addition, Rockford-area college officials said, an unknown number of prospective freshmen found college doors slammed in their faces this fall because they received no confirmation, or learned too late, that their scholarship applications had been approved.

"It's a mess," said Gloria Lind, secretary to Rep. E. J. "Zeke" Giorgi, D-Rockford. Giorgi's office helps those students who request aid in processing scholarship application forms, she said. "I know of at least four kids who won't be in school this fall because they didn't get their scholarships in time."

A computer backlog in the office of the Illinois State Scholarship Commission, which awards about 100,000 grants to state schools per year, was cited by both Rockford-area college officials and a spokesman for the commission as the reason behind the delay.

"And a big part of the problem is students who applied late, in August, and who didn't fill out their application correctly," said a spokesman in the office of James Eames, administrative director of scholarships for the state commission. "But it's getting better now. We're almost current."

However, from 1,200 to 1,300 students at Northern Illinois University, DeKalb, who received the state scholarships last spring still are waiting to learn if their scholarships have been renewed, said Claude C. Kacsmarek, NIU director of student financial aids. "We know of some who applied in July and still haven't heard anything," he said.

When classes started in late August, NIU waived tuition payments for all those who had received state scholarships last spring, "to keep the wolves off their backs" until their renewals were confirmed, Kacsmarek said.

But the waivers expire Thursday.

"We have a number of anxious students," he said. "We've advised them if they aren't notified by Thursday, they can make self-payment — pay tuition

and fees costs out of their own pockets — or their class registrations will be canceled."

At Rock Valley College, however, students without confirmation or unable to obtain tuition money elsewhere were unable to register at all this semester, said Richard Dresser, student financial aids director.

"We tried to make every other effort to find them help," he said. "But our administration felt we did not have the funds to carry a lot of students."

"We are not in a position to carry them on hope," he said.

A student must enroll for at least six credit hours per semester to qualify for a state scholarship, which may cover up to full tuition costs plus and some fees. Of the 4,000 RVC students who take six or more credit hours per semester, Dresser said, about 600 receive state scholarships.

Dresser said he could not estimate the number of students who did not register this semester because they could not learn whether they would get state aid. "Since we're not a four-year institution, and many wouldn't return anyway, we're not geared to keep those records," he said. "But we think we have a lot of students who haven't gotten it a state scholarship."

The grants could be worth at least \$512 per year at RVC, for a student taking 16 credit hours per semester, Dresser said. Tuition at NIU is \$500 per year, Kacsmarek said.

Those who applied for state scholarships at Rockford College, a private four-year school, have been allowed to enroll, said Deborah Fleeman, assistant director of student financial aid. The college has been able to keep its own records and determine which students should qualify, she said. "We've credited their account," Fleeman added. Fleeman said about 240 of the college's 600 students receive Illinois state scholarships. Most of those receive the maximum \$1,550 award, she said.

Joseph Boyd, the scholarship commission's executive director, confirmed in April that developing a new computer program had helped begin the massive backlog, forcing the commission to postpone initial scholarship announcements at least five weeks.

National data has been built into the system for the first time, and college officials will be able to use this information to better determine a family's ability to pay for a college education, he said.

Boyd said the scholarship commission also was given a lower priority status for use of the state's central computer in Springfield. Even when work was ready to be processed, he said, the commission had to wait its turn for computer time. The delay was lengthened by the spring legislative session, Boyd said. The approximately 3,000 bills introduced this spring, and all the additions and deletions, are processed through the same computer.

# 15,000 students seeking grants still in backlog

By SHAREN JOHNSON

Gannett News Service

SPRINGFIELD — About 15,000 college students who applied for Illinois state scholarships this spring and summer still have not been notified whether they will receive the financial awards, an Illinois State Scholarship Commission (ISSC) official said on Tuesday.

In the meantime, said a financial aids official at Northern Illinois University, DeKalb, plans will be made next week to help those NIU students stay in school who have not yet learned whether their scholarship applications will be honored.

No scholarship students' classes will be canceled until at least Sept. 29, although technically their temporary tuition waivers expire on Thursday, said NIU Bursar Richard Cochran.

James Eanes, administrative director of the ISSC Scholarship and Grant Division, said about 133,000 applications for the state scholarships covering tuition and some fees have been processed and the applicants notified.

"That leaves, at a very rough estimate, about 15,000," he said. "But we're in much better shape now than I would have believed possible in April."

Eanes said a combination of factors, including switching to a new computer program, delays in getting computer time, an improved auditing system to weed out those who do not qualify, and late applications by students all contributed to a massive backlog which has almost buried the state scholarship agency since April.

Eanes said the commission now is processing applications filed in August, and that overtime work has been ordered to complete processing on incomplete applications or those which were culled for an audit.

Students who file scholarship applications now should learn within 60 days whether they will receive the monetary grants, he said.

In the meantime, state scholarship applicants attending NIU apparently will have to hope the commission clears their records before the university rescinds the temporary fee waivers granted when classes began in late August.

From 1,200 to 1,300 students who received state scholarships last year but had not received renewal notices this fall were granted the fee waivers, Claude Kaczmarek, NIU director of student financial aids, said on Monday.

Cochran said Tuesday that although the waivers expire this week, students will be given until the 29th to get their scholarships confirmed before the university considers canceling their registrations.

"That date of the 22nd was just to give them an additional week to find out if they've got a scholarship," he said. "Nothing's going to happen to them until then."

Representatives from the bursar's and student financial aids offices will meet next week to compare the most current list of scholarship recipients from the ISSC with the list of waivers, to determine those students still in arrears, Cochran said.

BILLS PAYABLE

SEPTEMBER 26, 1977

EDUCATIONAL FUND

.10-200-543	VOID CHECK #161-Iowa State Univ.-5/23/77		\$ -3.25
.92-000-544	POSTMASTER	POSTAGE METER	634 3,000.00
.81-000-550	SVC PAYROLL FUND	8-31-77 Payroll	635 52,003.93
	GEORGE COLE	TRAVEL	636 53.45
	SVC PAYROLL FUND	9-15-77 Payroll	637 94,740.32
			<u>\$149,794.45</u>
Q 512543.00	ABERDEEN MUSIC INC	SUPPLIES	638 20.63
Q 815543.00	ADDISON-WESLEY PUBLISHING	SUPPLIES	639 106.76
3,000547.00	THE AMBOY NEWS	AD	640 60.00
Q 000545.00	AMER ASSN OF COMM & JR COLLEGE..BOOKS		641 17.00
8,000544.00	AMSTERDAM PRINTING	SUPPLIES	642 323.41
600543.00	ANN ARBOR BIOLOGICAL	SUPPLIES	643 12.96
1,000545.00	ARNO PRESS INC	BOOKS	644 45.96
0.511543.00	A.R.T. STUDIO	SUPPLIES	645 32.00
3,000547.00	THE ASHTON GAZETTE	AD	646 44.00
Q 811541.01	ASSOC AMER MEDICAL COLLEGES	BOOKS	647 29.50
Q 600544.00	GLENN BAILEY	TUITION REIMB 2 HRS.	648 36.00
Q 000545.00	BAKER & TAYLOR COMPANIES	BOOKS	649 787.90
0.000545.00	THE BAKER & TAYLOR CO	BOOKS	650 21.99
2,000541.00	BALDWIN COOKE CO	SUPPLIES	651 49.64
0.300544.00	JAMES BARBER	TUITION REIMB 9 HRS.	652 139.00
2,000565.00	BENOY INSURANCE AGCY	INSURANCE	653 1,215.00
Q 300543.00	BOGOTT INDUS SUPPLY	SUPPLIES	73.97
0.600543.00	X X X	X X 2.00	654 75.97
Q 100543.00	BUREAU OF BUSINESS PRACTICE	SUPPLIES	655 20.28
0.000545.00	BUREAU OF ECON & BUS RES	BOOKS	656 23.90
Q 418543.00	BUREAU OF NATL AFFAIRS	BOOK	657 200.00
0.300543.00	CAROLINA BIOLOGICAL SUPPLY	SUPPLIES	658 464.17
3,000547.00	CARROLL COUNTY REVIEW	ADS	659 72.00
0.712543.00	CATHOLIC HOSPITAL ASSN	SUPPLIES	660 6.00
0.600543.00	CENTRAL SCIENTIFIC CO	SUPPLIES	661 75.40
6,000575.00	CENTRAL TELEPHONE CO	SERVICE	662 1,286.74
Q 811541.01	CHANGE MAGAZINE	SUBSCRIPTION	663 15.00
Q 000544.01	CHICAGO TRIBUNE	SUBSCRIPTION	664 40.00
1,000556.00	CLAYTON'S FLORAL	FLOWERS	665 16.70
2,000544.00	THE CLINTON HERALD	AD	666 7.20
Q 300543.00	COAST TO COAST	SUPPLIES	667 1.48
000545.00	COLUMBIA UNIV PRESS	BOOKS	668 44.96
Q 000544.01	COMM & DR ECON DEVELOPMENT	SUBSCRIPTION	669 7.50
Q 000544.01	COMM COLLEGE FRONTIERS	SUBSCRIPTION	8.00
1,000541.00	X X X	X X 25.00	670 33.00

3.000.547.00	THE COUNTRY LIFE	AD	671	70.00
0.300.544.00	ROBERT CROUSE	TUITION REIMB 3 HRS.	672	150.00
0.600.543.00	CURTIN-MATHESON SCIENTIFIC	SUPPLIES	673	24.96
0.000.541.00	THE DAILY GAZETTE	ADS	674	133.20
0.100.530.00	A B DICK CO	SERVICE	675	36.90
0.300.544.00	ROSS DILL	TUITION REIMB 6 HRS.	676	186.00
0.000.544.02	DIXON CAMERA CENTER	SUPPLIES	677	76.06
0.300.543.00	DIXON GARAGE SUPPLY	SUPPLIES	678	31.16
0.600.544.00	RICHARD DOOLEN	TUITION REIMB 9 HRS.	679	139.00
3.000.547.00	RONALD ECKBURG	AD	680	395.00
1.000.556.00	ECONOMY TROPHY CO	TROPHIES	681	31.50
2.000.550.00	ROBERT EDISON	TRAVEL	682	178.73
0.418.530.00	ENRENREICH PHOTO-OPTICAL	SERVICE	683	30.44
1.000.556.00	EMERALD HILL	BANQUET	684	457.05
0.300.543.00	FINCHAM INDUSTRIAL CO	SUPPLIES	685	10.19
2.512.543.00	CARL FISCHER OF CHGO	SUPPLIES	686	180.87
2.600.543.00	FISHER SCIENTIFIC CO	SUPPLIES	441.48	
2711.543.00	X X X	X X 690.13	687	1,131.61
3.000.547.00	THE FULTON JOURNAL	ADS	688	70.00
2.000.545.00	GALE RESEARCH CO	BOOKS	689	102.50
3.000.550.00	RALPH GELANDER	TRAVEL	690	6.90
2.000.545.00	GENEALOGICAL PUBLISHING	BOOKS	691	178.93
1512.530.00	VINCENT E GILBERT	SERVICE	692	130.00
3.000.541.00	GRAFTON PUBLICATIONS	SUBSCRIPTION	693	24.00
4512.543.00	MAX GUINNUP	SUPPLIES	694	23.00
4.100.550.00	RONALD HARTJE	TRAVEL 291.79		
2.800.544.00	X X TUITION REIMB. 9 HRS.	139.00	695	430.79
2.600.543.00	HARVARD APPARATUS CO	SUPPLIES	696	74.30
0.812.541.01	HASKELL'S INC	SUPPLIES	697	31.11
2.000.550.00	MARY HEALY	TRAVEL	698	4.35
2.000.544.01	HECKMAN BINDERY	MAGAZINES 18.94		
0.000.549.00	X X	BOOKS 44.90	699	63.84
4.800.544.00	RUTH HEDSTROM	TUITION REIMB 9 HRS.	700	139.00
1.500.550.00	DEBORAH HEFFERIN	TRAVEL	701	86.25
3.000.549.00	HEY BROTHERS	REFRESHMENTS	702	60.00
1511.543.00	HOME LUMBER CO	SUPPLIES	703	26.21
2.000.545.00	HUMAN RELA MEDIA CENTER	BOOKS	704	52.50
4.000.575.00	ILL BELL TELEPHONE CO	SERVICE	705	160.70
1.000.593.00	ILL CENTRAL COMM COLLEGE	CHARGE-BACK	706	855.84
1.000.562.00	I.B.M. CORP	SERVICE-RENTAL	707	401.00
1.100.530.00	I.B.M. CORP	SERVICE 1519.50		
1.800.530.02	X X	X X 57.05		
1.000.539.00	X X	X X 56.65	708	1,633.20
4.000.549.00	JOSTEN'S	DIPLOMAS	709	16.30
4712.543.00	KSB HOSPITAL	SUPPLIES	710	12.40
1712.550.00	JAN KIME	TRAVEL	711	11.85
1.600.543.00	LAB GLASS INC	SUPPLIES	712	169.26
1.418.543.00	LAW AND ORDER	SUBSCRIPTION	713	9.00
1.800.542.00	LESLIE PAPER CO	SUPPLIES	714	126.70
2.000.544.01	LIBRARY OF CONGRESS	SUPPLIES	715	7.20
712.550.00	ESTHER LONGANECKER	TRAVEL	716	14.40
1.000.545.00	LOS MEDANOS COLLEGE BKSTORE	BOOKS	717	11.00
1.000.585.01	LOW X-RAY	EQUIPMENT	718	1,285.19

3,000.549.00	MCGASLIN'S BAKERY	REFRESHMENTS	719	46.46
0,400.543.00	MCGRAW HILL FILMS	FILMS	720	38.00
0,300.543.00	MACMILLAN PUBLISHING	BOOK	721	10.86
3,000.547.00	MADISON NEWSPAPERS INC	ADS	722	21.19
0,812.541.01	MANAGEMENT BOOKS INST	BOOK	723	10.08
2,316.543.00	MASS MEDIA ASSOC INC	FILMS	724	27.05
1,511.543.00	H R MEININGER CO	SUPPLIES	725	38.53
0,000.530.00	MIDWEST VISUAL EQUIP	SERVICE 243.47		
0,000.544.02	X X X	SUPPLIES 421.84	726	665.31
0,100.530.00	MONROE DIVISION	SERVICE	727	429.00
0,000.544.01	THE MORNING STAR	SUBSCRIPTION	728	85.00
2,300.542.00	MULTIGRAPHICS DIV	SUPPLIES	729	109.08
0,000.545.00	MULTI-MEDIA PRODUCTIONS	BOOKS	730	16.95
5,000.541.00	NCR CORPORATION	SUPPLIES	731	249.86
2,000.530.00	NCR CORPORATION	SERVICE 2122.16		
5,000.530.00	X X	X X 6996.60	732	9,118.76
5,000.562.00	X X	RENTAL	733	2,025.10
2,600.543.00	NASCO	SUPPLIES	734	14.06
3,000.541.00	NATL COMPUTER SYSTEMS	SUPPLIES	735	209.40
4,000.545.00	NATL COUNCIL ON CRIME	BOOK	736	15.40
4,000.545.00	NATL GEOGRAPHIC SOCIETY	BOOK	737	12.00
7,711.550.00	HAROLD NELSON	TRAVEL	739	67.20
4,414.543.00	NATL POLICE CHIEF & SHERIFFS	SUPPLIES	738	19.85
5,111.543.00	THE NEW ART EXAMINER	SUBSCRIPTION	740	6.00
4,000.543.00	NORTHERN ILL UNIVERSITY	SUPPLIES	741	6.85
5,000.544.00	JOHN O'BANION	TUITION REIMB 9 HRS.	742	139.00
0,000.547.00	OGLE COUNTY LIFE	AD	743	76.80
0,000.530.00	OPSCAN	SERVICE	744	115.00
5,000.544.00	PHILIP OSBORN	TUITION REIMB 6HRS.	745	139.00
0,000.593.00	PARKLAND COLLEGE	CHARGE-BACK	746	213.85
5,125.543.00	J W PEPPER OF DETROIT	SUPPLIES	747	17.97
0,000.544.00	PLUM TREE MANOR CHALET	RECRUITMENT	748	36.79
0,000.545.00	POLITICAL RESEARCH INC	BOOKS	749	150.00
8,155.543.00	THE PSYCHOLOGICAL CORP	SUPPLIES	750	19.89
0,000.545.00	PUSHCART PRESS	BOOKS	751	13.20
0,000.554.00	TIMES (QUAD CITY)	RECRUITMENT	752	11.31
0,000.549.00	REENTS OFFICE SUPPLY	COMMENCEMENT	753	17.88
0,000.545.00	REFERENCE BOOK BOURSE	BOOKS	754	75.17
8,155.543.00	REGENTS PUBLISHING CO	SUPPLIES	755	3.37
0,000.547.00	RENT-A-SIGN INC	RENTAL	756	160.00
0,000.550.00	ELEANOR RIDENHOWER	TRAVEL	757	8.55
6,000.543.00	RIPON MICROSLIDES CO	SUPPLIES	758	72.34
0,000.547.00	ROCK VALLEY REVIEW	ADS	759	60.00
0,000.545.00	ROSE DISCOUNT RECORDS	RECORDS 143.78		
0,000.544.02	X X X	TAPES 17.49	760	161.27
0,000.550.00	JOHN SAGMOE	CONFERENCE	761	8.90
0,000.545.00	SAN FRANCISCO CONSUMER ACT	BOOK	762	4.00
6,000.543.00	SARGENT-WELCH SCIENTIFIC CO SUPPLIES		763	528.22

0.500.543.00	SVC BOOKSTORE	SUPPLIES	3.74		
0.800.543.01	X X	X X	.49		
0.811.541.01	X X	X X	1.18		
0.812.541.01	X X	X X	5.31	(JULY CHARGES)	
0.812.541.02	X X	X X	.29		
0.815.543.00	X X	X X	5.35		
0.000.544.01	X X	X X	2.04		
0.000.544.03	X X	X X	4.63		
0.000.541.00	X X	X X	2.03		
1.000.541.00	X X	X X	23.76	764	48.82
0.300.543.00	SVC BOOKSTORE	SUPPLIES	2.91		
0.314.543.00	X X	X X	1.73		
0.711.543.00	X X	X X	2.25		
0.714.543.00	X X	X X	59.20		
0.800.543.01	X X	X X	1.10		
0.813.543.00	X X	X X	47.21	(AUGUST CHARGES)	
1.000.541.00	X X	X X	6.79		
3.000.541.00	X X	X X	1.96		
3.000.541.00	X X	X X	1.38		
4.000.541.00	X X	X X	.77	765	125.30
3.000.541.00	SCHOLASTIC TESTING SERVICE	TESTING		766	24.63
2.000.550.00	LEADELLE SCHRADER	TRAVEL		767	8.70
711.530.00	SCIENTIFIC PRODUCTS	SUPPLIES	179.25		
4711.543.00	CATHERINE SEAGREN	X X	1555.85	768	1735.10
4.000.544.00	MICHAEL SEQUIN	TRAVEL		769	3150
4.000.556.00	SERVOMATION CORP	TUITION REIMB 3 HRS.		770	64.75
0.714.543.00	SHELDON ENTERPRISES	REFRESHMENTS		771	37.00
4.714.550.00	STANLEY SHIPPERT	SUPPLIES		772	65.50
2.000.593.00	SPAWN RIVER COLLEGE	TRAVEL		773	70.60
0.000.541.00	B F SHAW PRINTING CO	CHARGE-BACK		774	487.34
4.000.547.00	X X	SUPPLIES	281.70		
4.000.544.00	X X	ADS	4652.05		
4.000.547.00	X X	POSTAGE	799.77		
4.800.542.00	X X	LEGAL AD	6.80	775	5.740.32
4.000.554.00	GLENN SPUTE	SERVICE		776	42.25
1.100.530.00	STATE JOURNAL-REGISTER	RECRUITMENT		777	8.25
1.100.530.00	STERLING BUS. MACHINES	SERVICE	262.50		
4.800.530.01	X X X	X X	112.70		
4.800.542.00	X X X	X X	89.36		
4.000.530.00	X X X	X X	136.00		
4.000.541.00	X X X	SUPPLIES	23.04		
4.000.530.00	X X X	SERVICE	148.00		
4.000.541.00	X X X	SUPPLIES	438.93	778	1,202.53
5.125.30.00	STERLING CAMERA CENTER	SERVICE	22.50		
4.000.544.02	X X X	FILM	126.52		
4.000.547.00	X X X	SUPPLIES	43.40	779	1924.2
4.000.556.00	SWARTLEY'S GREENHOUSES	FLOWERS		780	41.30
2.000.543.00	TIME LIFE BOOKS	SUPPLIES		781	15.86
5.125.41.02	TIME-WISE	BOOK		782	4.65
4.300.543.00	TRIARCH INC	SUPPLIES		783	14.80
4.000.547.00	TRI-COUNTY PRESS	AD		784	100.40
4.600.543.00	TURTOX/CAMBOSCO/MACMILLAN	SUPPLIES		785	418.94
4.000.541.00	UARCO INC	SUPPLIES		786	1,247.34
4.000.541.00	VERNON MCMILLAN INC	SUPPLIES		787	15.85
2.200.543.00	VOC AGRIC SERV..U OF ILL	SUPPLIES		788	16.79

4,800.544.00	GEORGE VRHEL	TUITION REIMB 9 HRS.	789	139.00
1,000.547.00	WIXN	ANNOUNCEMENTS	790	248.00
1,000.547.00	WJVM	X X	791	247.50
1,000.547.00	WSDR INC	X X	792	352.00
1,000.544.01	WALL ST JOURNAL	SUBSCRIPTION	793	45.00
1,000.547.00	THE WALNUT LEADER	AD	794	34.00
4,512.543.00	WALTON MUSIC CORP	SUPPLIES	795	34.91
1,000.531.00	WARD WARD CASTENDYCK	SERVICE	796	320.00
1,600.543.00	WARDS NATURAL SCIENCE	SUPPLIES	797	336.75
1,000.544.00	MACK WARREN	FAIR RECRUITMENT	798	84.30
1,300.543.00	WELDERS SUPPLY CO	SUPPLIES	799	112.54
1,000.565.00	WENTSEL WILKINS LOWE & WHEELER	.. INSURANCE	800	426.75
1,000.545.00	WEST PUBLISHING CO	BOOKS	801	28.00
1,000.544.00	WHITESIDE CTY FAIR ASSN	RENTAL	802	12.60
1,000.547.00	WHITESIDE NEWS-SENTINEL	AD	803	64.40
4,18.543.00	JOHN WILEY & SONS INC	SUPPLIES	804	28.98
1,000.544.01	H W WILSON CO	SUPPLIES	805	313.00
1,000.544.03	XEROX CORPORATION	SUPPLIES	806	799.83
1,000.544.02	SVC PETTY CASH FUND	SUPPLIES .79		
418.550.00	X X X	CONFERENCE 4.90	807	4.79
1,000.544.00	SVC IMPREST FUND		808	1,649.91
1,053.800	WILLIAM BYAR	FAIR RECRUITMENT	809	39.90
1,000.521.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	810	105.56
	PRUDENTIAL INSURANCE CO	INSURANCE	811	8,650.92
				56,058.62
				<u>149,794.45</u>
		TOTAL EDUCATIONAL FUND		<u>\$205,853.07</u>

BUILDING FUND6-000-573  
1-000-530

SVC EDUCATIONAL FUND	ELECTRICITY SERVICES	4749	\$ 9.25
DEAN WENTLING		4750	<u>4,786.25</u>
			\$4,755.50
AFFILIATED STEAM EQUIP	SUPPLIES	4,751	41.60
EDMUND BUSHMAN	SERVICE	4,752	315.00
CARDINAL AUTO PARTS INC	SUPPLIES	4,753	15.95
COMMONWEALTH EDISON	SERVICE	4,754	7,793.57
CRESCENT ELEC SUPPLY	SUPPLIES	4,755	78.37
A A ENGELHARDT CO	SUPPLIES	4,756	18.71
FAIRFAX HARDWARE	SUPPLIES	4,757	1.30
W W GRAINGER INC	SUPPLIES	4,758	67.57
GLADYS GUNTLE	TRAVEL	4,759	10.50
HOME LUMBER CO	SUPPLIES	4,760	16.63
HONEYWELL INC	SERVICE	4,761	2,134.50
HONEYWELL INC	SUPPLIES	4,762	547.99
INK SMITH	SUPPLIES	4,763	244.34
KIRWAN TRANE AGENCY	SUPPLIES	4,764	115.60
LAWSON PRODUCTS INC	SUPPLIES	4,765	89.44
LEE FS INC	SUPPLIES	4,766	454.63
LINCOLN RENTAL & SALE INC	SUPPLIES	4,767	20.22
DAVID MAYES	SERVICE	4,768	150.00
MONTGOMERY ELEVATOR CO	SERVICE	4,769	381.19
MORGAN LINEN SERVICE	SUPPLIES	4,770	95.55
MOTT BROTHERS	SUPPLIES	4,771	54.48
NORTHERN ILL GAS	GASSERVICE	4,772	2,940.81
P & W SUPPLY CO	SUPPLIES	4,773	37.34
RATZLAFF FORD TRACTOR SALES	SUPPLIES	4,774	16.67
ROCK RIVER GLASS	SUPPLIES	4,775	89.42
ROCK VALLEY DISPOSAL SERV	SERVICE	4,776	20.00
SVC BOOKSTORE	SUPPLIES	4,777	5.83
SVC EDUCATIONAL FUND	XEROX	4,778	15.28
STERLING BUS MACHINES	SERVICE	4,779	95.50
TRACTOR SUPPLY CO	SUPPLIES	4,780	23.99
TUCKER MFG CO INC	SUPPLIES	4,781	49.60
WASTONE INC	SUPPLIES	4,782	26.70
WISCONSIN TURF	SUPPLIES	4,783	28.49
SVC IMPREST FUND	SUPPLIES	4,784	16.00

16,012.77

4,755.50\$20,768.27

CKS. #4749 &amp; 4750

TOTAL BUILDING

SITE AND CONSTRUCTION FUND

0,000.589.00 FRANKE AND MILLER

SERVICE	594	28.04
TOTAL SITE & CONSTRUCTION FUND		<u>28.04</u>

MPREST FUND

September 1977

182-000-541	Work Study/B.O.G.	Reimb. fees	3917	22.00
182-000-541	Law Enforcement Asst. Admin.	Reimb.. grant	3918	1.60
192-000-544	United Parcel Service	Service	3919	2.00
192-000-544	Postmaster	Mail Acct.	3920	25.00
194-000-541	Walter Clevenger	Statistical pk.	3921	14.65
	VOID		3922	
120-000-545	Duane Paulsen	Book	3923	4.00
110-815-543	NAPCE	Subscription	3924	8.00
192-000-544	United Parcel Service	Service	3925	2.00
181-000-550	David L. Hunter/Central Piedmont C.C. - Fee		3926	65.00
192-000-544	Postmaster	Bulk mailing	3927	100.00
197-000-550	Executive Enterprises Inc.	Registration	3928	485.00
270-000-544	Alan J. Dixon Sec. State	License plates	3929	8.00
270-000-544	Alan J. Dixon Sec. State	License plates	3930	8.00
110-813-543	Marilyn Vinson	Supplies	3931	8.59
192-000-546	Amer. Tech. Educ. Assn.	Membership	3932	40.00
120-000-545	Motorola Teleprograms Inc.	Books	3933	10.90
110-813-543	Los Angeles Unified School	Books	3934	20.00
192-000-544	United Parcel Service	Service	3935	2.00
192-000-554	Daniel L. Seim, Lake Region College-Recruitment		3936	220.00
110-715-543	Ill. Coaches Assn.	Subscription	3937	3.50
120-000-544-02	Midwest Visual Equip. Co.	Freight charges	3938	4.20
192-000-554	Bart Betzen	Recruitment	3939	278.00
138-000-550	Local Arrangements Comm.	Registration	3940	26.50
-92-000-544	United Parcel Service	Service	3941	2.00
120-000-545	Encyclopaedia Britannica	Books	3942	10.50
120-000-544-01	ALA Headquarters Library	Supplies	3943	.52
120-000-544-01	Aardvark Music	Supplies	3944	1.00
120-000-544-01	Peace	Catalog	3945	1.00
181-000-541	Sierra Club Books	Supplies	3946	9.95
138-000-541	Natl. Assn. Student Fin. Aids	Dues	3947	150.00
138-000-541	Black Hawk College	Dues	3948	10.00
192-000-544	United Parcel Service	Service	3949	2.00
138-000-550	I,C,C,T,A,	Conference fee	3950	60.00
181-000-550	" "	"	" "	60.00
				<u>120.00</u>

1,665.91

EDUCATIONAL FUND -	1,649.91
BUILDING FUND -	16.00

Balance On Hand	\$1,358.09
Disbursements	<u>1,665.91</u>

Total In Fund	<u>\$3,024.00</u>
---------------	-------------------

SAUK VALLEY COLLEGE

APPROVED BY

Donald F. Copley

PRESIDENT

Kay L. Fisher

SECRETARY

DATE 9-26-77

TREASURER'S REPORT

AUGUST 31, 1977

EDUCATIONAL FUND

Balance On Hand, July 31, 1977	\$ 233,561.80
<u>Receipts:</u>	
Other Revenue	\$ 8.00
Taxes	72,403.63
Charge-Back Revenue	934.50
State Apport. Spring	360.00
Federal Work Study	2,682.02
Student Tuition-Summer	66,352.41
Transcript Fees	161.00
Expenditure Credits	<u>809.92</u>
	<u>143,711.48</u>
Total Available	377,273.28
<u>Disbursements:</u>	
Expenses for August	\$209,624.14
	<u>209,624.14</u>
Balance On Hand, August 31, 1977	\$ 167,649.14

BUILDING FUND

Balance On Hand, July 31, 1977	\$ 194,412.73
<u>Receipts:</u>	
Taxes	\$ 18,107.58
Miscellaneous Revenue	330.00
Expenditure Credits	<u>42.23</u>
	<u>18,479.81</u>
Total Available	212,892.54
<u>Disbursements:</u>	
Expenses for August	\$ 15,800.65
Investments	<u>100,000.00</u>
	<u>115,800.65</u>
Balance On Hand, August 31, 1977	\$ 97,091.89

SIN: ND CONSTRUCTION FUND - Dixon National Bank

Balance On Hand, July 31, 1977 \$ 69,393.71

Receivables:

Facilities Revenue	\$ 4,555.50
Interest on Investments	<u>11,303.78</u>
	<u>15,859.28</u>

Total Available \$ 85,252.99

Disbursements: Investments \$10,596.14  
Expenses for August 10.40 10,606.54

Balance On Hand, August 31, 1977 \$ 74,646.45

SIN: ND CONSTRUCTION FUND - Harris Trust

Balance On Hand, July 31, 1977 \$ 6,811.09

Receivables: - 0 -

Disbursements: - 0 -

Balance On Hand, August 31, 1977 \$ 6,811.09

BON: ND INTEREST FUND #1

Balance On Hand, July 31, 1977 \$ 1,295.16

Receivables:

Taxes	\$30,614.88
Interest on Investments	<u>225.00</u>
	<u>30,839.88</u>

Total Available 32,135.04

Disbursements: - 0 -

Balance On Hand, August 31, 1977 \$ 32,135.04

BOI ND INTEREST FUND #2

=Bal	On Hand, July 31, 1977	\$ 2,702.15
Rec	Taxes	\$ 12,213.95
Tot	Available	\$ 14,916.10
Dis	gements:	
	Bond Interest	\$ 2,300.00
Bal	On Hand, August 31, 1977	\$ 12,616.10

WOF C CASH FUND

Bal	On Hand, July 31, 1977	\$ 36,201.77
Rec	Taxes	- 0 -
Tot	Available	36,201.77
Dis	gements:	
	Miscellaneous Expenses	\$ 201.23
Bal	On Hand, August 31, 1977	\$ 36,000.54

FUNDS INVESTED

Tim	pen Deposit	S & C	5-28-78	\$ 100,000.00
Tim	pen Deposit	B & I #1	B & I #	235,916.88
Cer	lificate of Deposit	S & C	2-21-78	50,000.00
Tim	pen Deposit	B & I #2		64,263.07
Cer	lificate of Deposit	B & I #1	1-18-78	45,000.00
Cer	lificate of Deposit	S & C	2-21-78	360,881.84
Tim	pen Deposit	S & C	11-28-77	100,000.00
Cer	lificate of Deposit	Working Cash	8-26-77	247,544.90
Cer	lificate of Deposit	Working Cash	8-17-77	102,998.45
Cer	lificate of Deposit	Working Cash	8-22-77	208,690.89
Cer	lificate of Deposit	Building	10-29-77	100,000.00
				\$ 1,615,296.03

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 8/31/77

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

ASSETS:

Cash in Bank #1 ; . . . . .	\$ 11.47
Cash in Bank #2 . . . . .	108.18
Notes Receivable #1 . . . . .	1,628.00
Notes Receivable #2 . . . . .	2,210.00
	<u>\$3,957.65</u>

LIABILITIES & NET WORTH:

Fund Equity #1	\$1,637.97
Net Profit #1	<u>1.50</u>
	\$1,639.47
Fund Equity #2	\$2,314.92
Net Profit #2	<u>3.26</u>
	<u>\$3,957.65</u>

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

INCOME:

Interest Income #1	\$ 1.50
Interest Income #2	3.26

EXPENSES:

Net Profit #1 . . . . .	\$ <u>1.50</u>
Net Profit #2 . . . . .	\$ <u>3.26</u>

SAUK VALLEY COLLEGE

E.O.G. WORK STUDY FUNDS

Period Ending 8/31/77

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

Cash on Hand . . . . .	\$ 13,207.09
Workstudy Awards Available from Fed. Gov. 1977-78. . . . .	126,377.00
Workstudy Awards Capital 1977-78 . . . . .	\$141,377.00
Workstudy Awards Paid 1977-78. . . . .	10,786.48
Basic E.O.G. Program Awards Rec. from Fed. Gov. 1977-78	172,970.00
Basic E.O.G. Program Awards Capital 1977-78. . . . .	172,970.00
Workstudy Awards Available from Fed. Gov. 1976-77 . . . . .	946.00
Workstudy Awards Capital 1976-77. . . . .	131,156.00
Workstudy Awards Paid 1976-77 . . . . .	131,156.00
E.O.G. Funds Receivable from Fed. Gov. 1976-77. . . . .	-0-
Initial Year E.O.G. Awards Capital 1976-77. . . . .	29,420.00
Initial Year E.O.G. Awards Paid 1976-77 . . . . .	29,265.72
Renewal Year E.O.G. Awards Capital 1976-77. . . . .	22,870.00
Renewal Year E.O.G. Awards Paid 1976-77 . . . . .	22,870.00
Basic E.O.G. Program Awards Rec. from Fed. Gov. 1976-77 .	55,606.00
Basic E.O.G. Program Awards Capital 1976-77 . . . . .	252,906.00
Basic E.O.G. Program Awards Paid 1976-77. . . . .	252,748.81
Inactive Federal Grants . . . . .	65,234.10
	<u>\$815,933.10</u>
	<u>\$815,933.10</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 8/31/77

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

ASSETS:

Cash in Bank . . . . .	\$ 35,909.54
Petty Cash . . . . .	500.00
Investments. . . . .	31,642.11
Inventory 6/30/77. . . . .	45,208.24
Accounts Receivable - Educational Fund . . . . .	10.00
	<u>\$113,269.89</u>

LIABILITIES AND NET WORTH:

Accounts Payable - Educational Fund. . . . .	\$ 784.00
Fund Equity . . . . .	\$125,982.78
Net Loss . . . . .	<u>(-13,496.89)</u>
	<u>\$112,485.89</u>
	<u>\$113,269.89</u>

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

INCOME:

Textbook Sales . . . . .	\$56,346.37
Supplies Sales . . . . .	2,707.38
Miscellaneous Sales. . . . .	826.84
Paperback Sales. . . . .	271.24
Used Books Sales . . . . .	2,928.82
Sales Tax Collected. . . . .	3,154.78
Other Income . . . . .	23.05
Over and Under . . . . .	<u>12.04</u>
	\$ 66,270.52

EXPENSES:

Textbook Purchases . . . . .	\$75,001.22
Supplies Purchases . . . . .	572.11
Paperback Purchases. . . . .	60.98
Used Book Purchases. . . . .	635.60
Sales Tax Paid . . . . .	189.33
Salaries & Wages . . . . .	1,721.97
Transportation Charges . . . . .	1,315.86
Supplies Expense . . . . .	87.85
Travel . . . . .	164.00
Telephone . . . . .	14.67
Other Expense. . . . .	<u>3.82</u>
	\$ 79,767.41

NET LOSS on a cash basis without regard to inventory  
or accounts payable . . . . .

(-13,496.89)

RESTRICTED PURPOSES FUND  
RESTRICTED PURPOSES FUND

STATEMENT OF INCOME AND EXPENSES

August 31, 1977

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Comprehensive Fee Income	\$ 4,423.49
Athletic Income	
Drama Income	
Student Activity Income	556.19
Student Newspaper Income	
Film Income	
Cash Over and Under	14.50
Other Income - Student Activity Fund Only	
<b>TOTAL INCOME</b>	<b>\$ 4,994.18</b>

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$ 18,012	\$ 481.71
Cheerleaders & Pom Pon Expense	350	
Speech Activities/Reader's Theatre	4,400	
Drama Expense	2,700	
Music Expense	3,000	144.00
Student Activity Expense	16,700	570.86
Student Newspaper Expense	3,000	
Associated Student Board	2,500	.76
Women's Intercollegiate Acct.	10,430	7.00
Intramurals - Co-ed	300	
Clubs	2,200	
Contingency Expense/Equipment	500	
Contingency/Non-Budgeted	2,008	
	<b>\$ 66,100</b>	<b>\$ 1,204.33</b>

**TOTAL EXPENSE** 1,204.33

*Excess of Expenditures*

*over Revenue as of*

*August 31, 1977*

\$ 3,789.85

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

August 31, 1977

<u>ASSETS</u>	<u>REVOLVING AGENCY FUND LIABILITIES</u>	<u>AMOUNT</u>
Cash in Bank	\$ 228,098.20	
Petty Cash	35.00	
Accts. Rec.	149,963.62	
	<i>Student Tuition</i>	\$ 314,846.00
	<i>Out of District Fees</i>	2,141.79
	<i>Due Educational Fund</i>	1,603.91
	<i>Due Building Fund</i>	66.00
	<i>Due Student Loan Fund</i>	488.45
	<i>Due Bookstore</i>	146.16
	<i>Tuition Refunds</i>	<u>(2,640.00)</u>
		316,652.31
	<u>RESTRICTED AGENCY FUND LIABILITIES</u>	
	<i>Child Care Operations</i>	\$ (825.11)
	<i>Parking</i>	10,939.02
	<i>Recreation Room Fund</i>	3,398.53
	<i>Student Locker Fund</i>	161.70
	<i>Land Lab</i>	2,345.10
	<i>Community Services</i>	10,429.58
	<i>Child Care Center</i>	193.32
	<i>EMTA Grant</i>	(2,526.55)
	<i>Photography Supplies</i>	868.71
	<i>LPN Supplies</i>	5,870.17
	<i>Law Enforcement Grant</i>	
	<i>Nursing Capitation</i>	121.05
	<i>1977-78 Disadvantaged Grant</i>	(3,148.92)
	<i>1975-76 ICCB Public Service</i>	309.42
	<i>Housekeeping Spec. Prog.</i>	
	<i>CETA Public Services</i>	(2,707.44)
	<i>ILL. Humanities Grant</i>	2,731.73
	<i>Miscellaneous</i>	<u>175.56</u>
		28,335.87
	<u>FUND EQUITY</u>	
	July 1, 1977	\$ 29,318.79
	<i>Excess of Revenue over Expenditures as of</i>	
	<i>August 31, 1977</i>	<u>3,789.85</u>
<b>TOTAL ASSETS</b>	<b>\$ 378,096.82</b>	<b>TOTAL LIABILITIES AND FUND EQUITY</b>
		<b>\$ 378,096.82</b>

STUDENT ACTIVITY

Balance on Hand, July 31, 1977	\$ 112,119.15
August Receipts	<u>186,738.63</u>
	308,857.78
August Disbursements	<u>80,759.58</u>
	<u>\$ 228,098.20</u>

CHECK #	NAME	AMOUNT
#2548	Michael Geiger - #334 Land Lab - Labor & Tractor Hire	\$ 33.00
#2549	Allyn & Bacon, Inc. - #252 Athletics - Track Coaching Book	16.15
#2550	Max A. Guinnup - #259 Student Act. - Music - Travel to Choral Clinic	144.00
#2551	Lynn A. Nehrkorn - #360 Misc. - Ck. for overpayment on tuition	1.00
#2552	Dramatists Play Service, Inc. - #260 Student Act. - Summer Theatre Play	41.44
#2553	Lois Hill - #320 Tuition Refund - Dropped 17 hrs. @ 100%	272.00
#2554	Jeffrey Jarvis - #320 Tuition Refund - Dropped 2 hrs. @ 100%	32.00
#2555	McGraw-Hill Book Co. - #352 Disadv. Gr. - Delivery charges on Controlled Readers	4.88
#2556	Marsha J. Musselman - #201 Tuition Income - overcharge on tuition	1.00
#2557	Illinois Bell Telephone Co. - #352D Disadv. Gr - Telephone bill 7/25 thru 8/24	20.81
#2558	Sterling Camera Center - #260 Student Act. - Film	18.72
#2559	Nusbaum Transfer & Storage - #260 Student Act. - Summer Theatre - moving piano	70.00
#2560	Kradle's - #260 Summer Theatre - Light bulbs & bell button	10.20
#2561	Carstensen Freight Lines - #260 Student Act. - Freight on shipment of student handbooks	24.20
#2562	Karen Newby - #360 Misc. - Check for change	2.00
#2563	The Sherwin Williams Co. - #260 Student Act. - Summer Theatre for paint	31.44
#2564	Porter Bros. Asphalt Paving - #331 Parking - For extending campus roadway curve	175.00
#2565	Law Enforcement Assistance Admin. - #347 Law Enf. - To de-obligate the balance of account	660.40
#2566	Barbara Pasada - #360 Misc. - Check for change	73.65
#2567	SVC Educational Fund - #302 Out of Dist. Charges \$934.50; Due Educ. #315 \$926.66. Trial Balance, July 31, 1977.	1,861.16
#2568	SVC Bookstore - Due Bookstore #319 - CEMA. Trial Bal. July	2,554.75
#2569	Student Loan Fund - Due Student Loan #318 - Trial Bal. July	363.76
#2570	SVC Building Fund - Due Bldg. #316 - Trial Bal. July	372.23
#2571	Crown Printing Co. - #260 Student Act. - Posters for Summer Theatre	32.00

CHECK #	NAME	AMOUNT
#2572	Marcella G. Johnson for Michael Johnson, #360 Misc. - Ck. for change	48.00
#2573	James E. Miller Typeservices - #359 Humanities Council - Deposit on printing of Humanities Grant book	500.00
#2574	Midwest Visual Equipment Co. - #352D Disadv. Gr. - For Kodah Proj. & Lens	176.24
#2575	Jonathan Shepherd - Due Educ. #315 - Refund of Art fees	10.00
#2576	Lori Ann Saunders - #320 Tuition Refund - dropped 3 hrs. @ 100%	48.00
#2577	Rita Peach - #320 Tuition Refund - dropped 3 hrs. @ 100%	48.00
#2578	Beth Cain - #320 Tuition Refund - Pd. for 1 hr. too much	16.00
#2579	Susan Frost - #360 Misc. Ck. for change	1.00
#2580	Shirt Shoppe - #260 Student Act. - Tee Shirts for Summer Theatre	141.00
#2581	Kathleen Nelson - #320 Tuition Refund - Dropped 1 hr. @ 100%	16.00
#2582	Rebecca Aurand - #320 Tuition Refund - Dropped 1 hr. @ 100%	16.00
#2583	Void Check	
#2584	Hilda E. Siperly - #360 Misc. - Ck. for change	638.00
#2585	SVC Educational Fund - #260 Student Activities \$14.85; #264 A.S.B., 76¢; #352D Disadv. Gr. \$11.49; #359 Humanities Grant, \$1.44, for Workroom charges and xerox charges	28.54
#2586	SVC Bookstore - #103 CETA Class Size, Bookstore purchases	19.20
#2587	Donald A. Miller, Jr. - #320 Tuition Refund - Dropped 15 hrs. @ 100%	240.00
#2588	SVC Educational Fund - #301 Tuition Tuition, Summer '77	66,352.41
#2589	Joseph Duis - #320 Tuition Refund - Dropped 4 hrs. @ 100%	64.00
#2590	Sharon Newton - #320 Tuition Refund - Dropped 2 hrs. @ 100%	32.00
#2591	Dean Sawyer - #320 Tuition Refund - Dropped 9 hrs. @ 100%	144.00
#2592	David Pinkston - #320 Tuition Refund - Dropped 4 hrs. @ 100%	64.00
#2593	Shirt Shoppe - #260 Student Act. - Tee Shirts for Summer Theatre	13.65
#2594	Mary E. Barnett - #360 Misc. Ck. for change	744.00
#2595	Virginia Humphreys - #302 Out of Dist. - student works in district. refunded out of district charges	38.90
#2596	Jerry L. Hunt - #320 Tuition Refund - Dropped 3 hrs. @ 100%	48.00
#2597	Amy Geerts - #360 Misc. - to exchange scholarship check	450.00
#2598	David Woessner - #360 Misc. - Ck. for change	58.35
#2599	Dramatists Play Service - #260 Student Act. - Royalties for 4 performances of Feiffer's People - Summer Theatre	110.00
#2600	SVC Payroll Fund - #354 CETA payroll for 8-31-77	982.94
#2601	Patricia L. Koehn - #360 Misc. - Ck. for change	728.00
#2602	Beverly Ohda - #102 Petty Cash - for Child Care	16.00
#2603	Elda Mumford - #320 Tuition Refund - Dropped 3 hrs. @ 100%	48.00
#2604	Linda J. Palmer - #320 Tuition Refund - Dropped 11 hrs. @ 100%	176.00
#2605	Henry Chammess - #103 Military Fall - Rec'd Military aid.	192.00
#2606	Sterling Farm & Fleet - #252 Athletics (Mabee) 10 Parkas	102.90
#2607	NJCAA Region 4 Treasurer - Dues: #251 \$90.00; #252, \$105.00; #253, \$55.00; #254, \$50.00 Athletics	300.00
#2608	Michael Geiger - #334 Land Lab. - Tractor hire, lumber & paint, and labor	142.00
#2609	Ron Hartje - #253 Athletics - Practice Greens Fees for Aug. 25 and Aug. 29	39.90
#2610	C.N.A. - #330 Child Care - Insurance	180.00

CHECK #	NAME	AMOUNT
#2572	Marcella G. Johnson for Michael Johnson, #360 Misc. - Ck. for change	48.00
#2573	James E. Miller Typeservices - #359 Humanities Council - Deposit on printing of Humanities Grant book	500.00
#2574	Midwest Visual Equipment Co. - #352D Disadv. Gr. - For Kodak Proj. & Lens	176.24
#2575	Jonathan Shepherd - Due Educ. #315 - Refund of Art fees	10.00
#2576	Lori Ann Saunders - #320 Tuition Refund - dropped 3 hrs. @ 100%	48.00
#2577	Rita Peach - #320 Tuition Refund - dropped 3 hrs. @ 100%	48.00
#2578	Beth Cain - #320 Tuition Refund - Pd. for 1 hr. too much	16.00
#2579	Susan Frost - #360 Misc. Ck. for change	1.00
#2580	Shirt Shoppe - #260 Student Act. - Tee Shirts for Summer Theatre	141.00
#2581	Kathleen Nelson - #320 Tuition Refund - Dropped 1 hr. @ 100%	16.00
#2582	Rebecca Aurand - #320 Tuition Refund - Dropped 1 hr. @ 100%	16.00
#2583	Void Check	
#2584	Hilda E. Siperly - #360 Misc. - Ck. for change	638.00
#2585	SVC Educational Fund - #260 Student Activities \$14.85; #264 A.S.B., 76¢; #352D Disadv. Gr. \$11.49; #359 Humanities Grant, \$1.44, for Workroom charges and xerox charges	28.54
#2586	SVC Bookstore - #103 CETA Class Size, Bookstore purchases	19.20
#2587	Donald A. Miller, Jr. - #320 Tuition Refund - Dropped 15 hrs. @ 100%	240.00
#2588	SVC Educational Fund - #301 Tuition Tuition, Summer '77	66,352.41
#2589	Joseph Duis - #320 Tuition Refund - Dropped 4 hrs. @ 100%	64.00
#2590	Sharon Newton - #320 Tuition Refund - Dropped 2 hrs. @ 100%	32.00
#2591	Dean Sawyer - #320 Tuition Refund - Dropped 9 hrs. @ 100%	144.00
#2592	David Pinkston - #320 Tuition Refund - Dropped 4 hrs. @ 100%	64.00
#2593	Shirt Shoppe - #260 Student Act. - Tee Shirts for Summer Theatre	13.65
#2594	Mary E. Barnett - #360 Misc. Ck. for change	744.00
#2595	Virginia Humphreys - #302 Out of Dist. - student works in district. refunded out of district charges	38.90
#2596	Jerry L. Hunt - #320 Tuition Refund - Dropped 3 hrs. @ 100%	48.00
#2597	Amy Geerts - #360 Misc. - to exchange scholarship check	450.00
#2598	David Woessner - #360 Misc. - Ck. for change	58.35
#2599	Dramatists Play Service - #260 Student Act. - Royalties for 4 performances of Feiffer's People - Summer Theatre	110.00
#2600	SVC Payroll Fund - #354 CETA payroll for 8-31-77	982.94
#2601	Patricia L. Koehn - #360 Misc. - Ck. for change	726.00
#2602	Beverly Ohda - #102 Petty Cash - for Child Care	10.00
#2603	Elda Mumford - #320 Tuition Refund - Dropped 3 hrs. @ 100%	48.00
#2604	Linda J. Palmer - #320 Tuition Refund - Dropped 11 hrs. @ 100%	176.00
#2605	Henry Chamness - #103 Military Fall - Rec'd Military aid.	192.00
#2606	Sterling Farm & Fleet - #252 Athletics (Mabee) 10 Parkas	192.90
#2607	NJCAA Region 4 Treasurer - Dues: #251 \$90.00; #252, \$105.00; #253, \$55.00; #254, \$50.00 Athletics	300.00
#2608	Michael Geiger - #334 Land Lab. - Tractor hire, lumber & paint, and labor	142.00
#2609	Ron Hartje - #253 Athletics - Practice Greens Fees for Aug. 25 and Aug. 29	39.90
#2610	C.N.A. - #330 Child Care - Insurance	180.00

BAUK VALLEY COLLEGE

APPROVED BY

Donald F. Copley

PRESIDENT

Kay J. Fisher

SECRETARY

DATE 9-26-77

## EDUCATIONAL FUND

ACCOUNT	TOTAL EXPENDITURES	TO DATE	TOTAL SPENT AUG.-SEPT.	BUDGET	UNEXPENDED	UNENCUMBERED
DIVISION OF BUSINESS SALARIES	5,406.11	5,406.11	5,406.11	5,406.11	5,406.11 CR	5,406.11 CR
DIV OF BUSINESS CONTR SERV	2,580.00	2,580.00	2,580.00	2,580.00	2,580.00 CR	2,580.00 CR
DIV OF BUSINESS SUPPLIES	335.19	335.19	335.19	335.19	335.19 CR	335.19 CR
DIV OF BUSINESS CONF & MEETING	291.79	291.79	291.79	291.79	291.79 CR	291.79 CR
FOOD SERVICES SUPPLIES	12.10	12.10	12.10	12.10	12.10 CR	12.10 CR
DIV OF AGRIC SALARIES	723.96	723.96	723.96	723.96	723.96 CR	723.96 CR
DIV OF AGRIC SUPPLIES	124.25	124.25	124.25	124.25	124.25 CR	124.25 CR
DIV OF INDUS EDUC SALARIES	4,885.08	4,885.08	4,885.08	4,885.08	4,885.08 CR	4,885.08 CR
DIV OF INDUS EDUC SUPPLIES	296.41	296.41	296.41	296.41	296.41 CR	296.41 CR
COSMETOLOGY CONTR SERV	405.56	405.56	405.56	405.56	405.56 CR	405.56 CR
HUMAN SERVICES SALARIES	3,835.85	3,835.85	3,835.85	3,835.85	3,835.85 CR	3,835.85 CR
HUMAN SERVICES SUPPLIES	53.60	53.60	53.60	53.60	53.60 CR	53.60 CR
DIV OF SOC SCI SALARIES	4,557.63	4,557.63	4,557.63	4,557.63	4,557.63 CR	4,557.63 CR
DIV OF SOC SCI SUPPLIES	236.15	236.15	236.15	236.15	236.15 CR	236.15 CR
CRIMINAL JUSTICE ADMIN SALARIES	4,076.05	4,076.05	4,076.05	4,076.05	4,076.05 CR	4,076.05 CR
CRIMINAL JUSTICE PROF SALARIES	593.75	593.75	593.75	593.75	593.75 CR	593.75 CR
CRIMINAL JUSTICE CONTR SERV	30.44	30.44	30.44	30.44	30.44 CR	30.44 CR
CRIMINAL JUSTICE SUPPLIES	319.16	319.16	319.16	319.16	319.16 CR	319.16 CR
CRIMINAL JUSTICE CONF & MEETING	21.43	21.43	21.43	21.43	21.43 CR	21.43 CR
DIV OF FIRE SCI SUPPLIES	1,255.02	1,255.02	1,255.02	1,255.02	1,255.02 CR	1,255.02 CR
DIV OF HUMANITIES SALARIES	7,481.61	7,481.61	7,481.61	7,481.61	7,481.61 CR	7,481.61 CR
DIV OF HUMANITIES SUPPLIES	84.20	84.20	84.20	84.20	84.20 CR	84.20 CR
DIV OF HUMANITIES CONF & MEETING	86.25	86.25	86.25	86.25	86.25 CR	86.25 CR
ART DEPT SALARIES	633.33	633.33	633.33	633.33	633.33 CR	633.33 CR
ART DEPT SUPPLIES	88.28	88.28	88.28	88.28	88.28 CR	88.28 CR
MUSIC DEPT SALARIES	1,277.08	1,277.08	1,277.08	1,277.08	1,277.08 CR	1,277.08 CR
MUSIC DEPT CONTR SERV	152.50	152.50	152.50	152.50	152.50 CR	152.50 CR
MUSIC DEPT SUPPLIES	312.12	312.12	312.12	312.12	312.12 CR	312.12 CR
DIV OF MATH SCI SALARIES	6,675.34	6,675.34	6,675.34	6,675.34	6,675.34 CR	6,675.34 CR
DIV OF MATH SCI SUPPLIES	2,558.33	2,558.33	2,558.33	2,558.33	2,558.33 CR	2,558.33 CR
MED LAB TECH SALARIES	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00 CR	4,200.00 CR
MED LAB TECH CONTR SERV	179.25	179.25	179.25	179.25	179.25 CR	179.25 CR
MED LAB TECH SUPPLIES	2,350.88	2,350.88	2,350.88	2,350.88	2,350.88 CR	2,350.88 CR
MED LAB TECH CONF & MEETING	67.20	67.20	67.20	67.20	67.20 CR	67.20 CR
ADN ADMIN SALARIES	1,204.60	1,204.60	1,204.60	1,204.60	1,204.60 CR	1,204.60 CR
ADN PROF SALARIES	3,529.57	3,529.57	3,529.57	3,529.57	3,529.57 CR	3,529.57 CR
ADN SECR SALARIES	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00 CR	1,345.00 CR

ACCOUNT	TOTAL EXPENDITURES		TOTAL SPENT AUG.-SEPT.		BUDGET	UNEXPENDED	UNENCUMBERED
	TO DATE	AUG.-SEPT.					
ADV SUPPLIES	70.62	70.62	70.62		70.62 CR	70.62 CR	
ADV CONF & MEETING	56.25	56.25	56.25		56.25 CR	56.25 CR	
LPN SALARIES	11.446.46	11.446.46	11.446.46		11.446.46 CR	11.446.46 CR	
LPN SUPPLIES	47.51	47.51	47.51		47.51 CR	47.51 CR	
LPN CONF & MEETING	31.20	31.20	31.20		31.20 CR	31.20 CR	
RAD TECH SALARIES	3540.00	3540.00	3540.00		3540.00 CR	3540.00 CR	
RAD TECH SUPPLIES	182.70	182.70	182.70		182.70 CR	182.70 CR	
RAD TECH CONF & MEETING	70.60	70.60	70.60		70.60 CR	70.60 CR	
DIV OF PHYS EDUC SALARIES	2455.91	2455.91	2455.91		2455.91 CR	2455.91 CR	
DIV OF PHYS EDUC SUPPLIES	45.02	45.02	45.02		45.02 CR	45.02 CR	
PART TIME OVERLOAD SALARIES	498.53	498.53	498.53		498.53 CR	498.53 CR	
SUMMER SESSION SALARIES	65,996.02	65,996.02	65,996.02		65,996.02 CR	65,996.02 CR	
INSTR SECR SALARIES	5,410.41	5,410.41	5,410.41		5,410.41 CR	5,410.41 CR	
WORKROOM CONTR SERV	1,007.70	1,007.70	1,007.70		1,007.70 CR	1,007.70 CR	
INSTR ADMIN CONTR SERV UNALLOCATED	57.05	57.05	57.05		57.05 CR	57.05 CR	
FACULTY IN-SERVICE TRAINING	558.32	558.32	558.32		558.32 CR	558.32 CR	
WORKROOM SUPPLIES	175.98	175.98	175.98		175.98 CR	175.98 CR	
FACULTY OFFICE SUPPLIES	160.32	160.32	160.32		160.32 CR	160.32 CR	
INSTITUTIONAL COMM SUPPLIES	19.20	19.20	19.20		19.20 CR	19.20 CR	
TUITION REIMBURSEMENT	1,409.75	1,409.75	1,409.75		1,409.75 CR	1,409.75 CR	
ARTS & SCI DEAN SALARY	5,416.65	5,416.65	5,416.65		5,416.65 CR	5,416.65 CR	
ARTS & SCI ASST DEAN SALARY	2,606.31	2,606.31	2,606.31		2,606.31 CR	2,606.31 CR	
ARTS & SCI SECR SALARY	1,969.60	1,969.60	1,969.60		1,969.60 CR	1,969.60 CR	
ARTS & SCI FED WORK STUDY	1,110.96	1,110.96	1,110.96		1,110.96 CR	1,110.96 CR	
ARTS & SCI STATE WORK STUDY	641.55	641.55	641.55		641.55 CR	641.55 CR	
ARTS & SCI STUDENT TUTORS	40.50	40.50	40.50		40.50 CR	40.50 CR	
ARTS & SCI DEAN SUPPLIES	106.11	106.11	106.11		106.11 CR	106.11 CR	
ARTS & SCI ASST DEAN SUPPLIES	23.71	23.71	23.71		23.71 CR	23.71 CR	
CAREER ED ADMIN DEAN SALARY	5,312.50	5,312.50	5,312.50		5,312.50 CR	5,312.50 CR	
CAREER EDUC ASST DEAN SALARY	3,958.35	3,958.35	3,958.35		3,958.35 CR	3,958.35 CR	
CAREER EDUC SECR SALARY	1,757.50	1,757.50	1,757.50		1,757.50 CR	1,757.50 CR	
CAREER EDUC FED WORK STUDY	547.56	547.56	547.56		547.56 CR	547.56 CR	
CAREER EDUC STATE WORK STUDY	525.23	525.23	525.23		525.23 CR	525.23 CR	
CAREER EDUC STUDENT EMPLOYEES	1,142.14	1,142.14	1,142.14		1,142.14 CR	1,142.14 CR	
CAREER EDUC DEAN SUPPLIES	283.10	283.10	283.10		283.10 CR	283.10 CR	
CAREER EDUC ASST DEAN SUPPLIES	105.53	105.53	105.53		105.53 CR	105.53 CR	
CAREER EDUC ASST DEAN CONF & MEETING	22.00	22.00	22.00		22.00 CR	22.00 CR	

ACCOUNT	TOTAL EXPENDITURES	TO DATE	TOTAL SPENT		BUDGET	UNEXPENDED	UNENCUMBERED
			AUG.-SEPT.				
COMM EDUC ADMIN SALARIES	4,341.65	4,341.65	4,341.65		4,341.65 CR	4,341.65 CR	
COMM EDUC INSTR SALARIES	4,087.50	4,087.50	4,087.50		4,087.50 CR	4,087.50 CR	
COMM EDUC SECR SALARY	1,908.10	1,908.10	1,908.10		1,908.10 CR	1,908.10 CR	
COMM EDUC SUPPLIES	238.46	238.46	238.46		238.46 CR	238.46 CR	
ACADEMIC SKILLS SALARIES	1,223.96	1,223.96	1,223.96		1,223.96 CR	1,223.96 CR	
ACADEMIC SKILLS FED WORK STUDY	152.17	152.17	152.17		152.17 CR	152.17 CR	
ACADEMIC SKILLS SUPPLIES	203.89	203.89	203.89		203.89 CR	203.89 CR	
LEARNING RES ADMIN SALARIES	3,958.35	3,958.35	3,958.35		3,958.35 CR	3,958.35 CR	
LEARNING RES PROF SALARIES	1,808.33	1,808.33	1,808.33		1,808.33 CR	1,808.33 CR	
LEARNING RES SECR SALARIES	4,405.85	4,405.85	4,405.85		4,405.85 CR	4,405.85 CR	
LEARNING RES FED WORK STUDY	981.85	981.85	981.85		981.85 CR	981.85 CR	
LEARNING RES CONTR SERV	243.47	243.47	243.47		243.47 CR	243.47 CR	
LEARNING RES SUPPLIES	3,998.82	3,998.82	3,998.82		3,998.82 CR	3,998.82 CR	
LEARNING RES AV SUPPLIES	442.35	442.35	442.35		442.35 CR	442.35 CR	
LEARNING RES XEROX SUPPLIES	319.85	319.85	319.85		319.85 CR	319.85 CR	
LIBRARY BOOKS	1,981.74	1,981.74	1,981.74		1,981.74 CR	1,981.74 CR	
ADM & RECORDS PROF SALARIES	7,750.00	7,750.00	7,750.00		7,750.00 CR	7,750.00 CR	
ADM & RECORDS SECR SALARIES	7,102.32	7,102.32	7,102.32		7,102.32 CR	7,102.32 CR	
REG OFC FED WORK STUDY	699.14	699.14	699.14		699.14 CR	699.14 CR	
ADM & RECORDS SUPPLIES	215.22	215.22	215.22		215.22 CR	215.22 CR	
COUNSELING PROF SALARIES	15,811.01	15,811.01	15,811.01		15,811.01 CR	15,811.01 CR	
COUNSELING SECR SALARIES	1,372.70	1,372.70	1,372.70		1,372.70 CR	1,372.70 CR	
FIN AIDS PROF SALARIES	4,218.75	4,218.75	4,218.75		4,218.75 CR	4,218.75 CR	
FIN AIDS SECR SALARY	1,306.25	1,306.25	1,306.25		1,306.25 CR	1,306.25 CR	
STUDENT SERV ADMIN SALARY	5,166.65	5,166.65	5,166.65		5,166.65 CR	5,166.65 CR	
STUDENT SERV SECR SALARY	1,437.50	1,437.50	1,437.50		1,437.50 CR	1,437.50 CR	
STUDENT SERV FED WORK STUDY	3,287.16	3,287.16	3,287.16		3,287.16 CR	3,287.16 CR	
STUDENT SERV STATE WORK STUDY	2,071.53	2,071.53	2,071.53		2,071.53 CR	2,071.53 CR	
STUDENT SERV CONTR SERV	136.00	136.00	136.00		136.00 CR	136.00 CR	
STUDENT SERV SUPPLIES	1,218.56	1,218.56	1,218.56		1,218.56 CR	1,218.56 CR	
FAIR RECRUITMENT	546.21	546.21	546.21		546.21 CR	546.21 CR	
COMMENCEMENT	358.48	358.48	358.48		358.48 CR	358.48 CR	
STUDENT SERV CONF & MEETING	243.84	243.84	243.84		243.84 CR	243.84 CR	
VETS GRANT PROF SALARIES	2,875.00	2,875.00	2,875.00		2,875.00 CR	2,875.00 CR	
VETS GRANT SECR SALARY	1,187.10	1,187.10	1,187.10		1,187.10 CR	1,187.10 CR	
VETS GRANT SUPPLIES	447.43	447.43	447.43		447.43 CR	447.43 CR	
VETS GRANT CONF & MEETING	74.00	74.00	74.00		74.00 CR	74.00 CR	
SERVICE STAFF SALARIES	5,3215.95	5,3215.95	5,3215.95		5,3215.95 CR	5,3215.95 CR	

ACCOUNT	TOTAL EXPENDITURES	TO DATE	TOTAL SPENT AUG.-SEPT.	BUDGET	UNEXPENDED	UNENCUMBERED
MAINT FED WORK STUDY BOYS	8.907.35	8.907.35	8.907.35		8.907.35 CR	8.907.35 CR
MAINT FED WORK STUDY MATRONS	2.577.70	2.577.70	2.577.70		2.577.70 CR	2.577.70 CR
MAINT STATE WORK STUDY BOYS	1.124.78	1.124.78	1.124.78		1.124.78 CR	1.124.78 CR
MAINT STATE WORK STUDY MATRONS	322.33	322.33	322.33		322.33 CR	322.33 CR
TELEPHONE	3.341.70	3.341.70	3.341.70		3.341.70 CR	3.341.70 CR
PRESIDENT OFC ADMIN SALARY	7.291.65	7.291.65	7.291.65		7.291.65 CR	7.291.65 CR
PRESIDENTS OFC SECR SALARY	1.929.43	1.929.43	1.929.43		1.929.43 CR	1.929.43 CR
PRESIDENTS OFC FED WORK STUDY	336.05	336.05	336.05		336.05 CR	336.05 CR
PRESIDENTS OFC SUPPLIES	555.59	555.59	555.59		555.59 CR	555.59 CR
PRESIDENTS OFC CONF & MEETING	197.35	197.35	197.35		197.35 CR	197.35 CR
PRES OFC SPECIAL AFFAIRS	583.55	583.55	583.55		583.55 CR	583.55 CR
BUS OFFICE ADMIN SALARIES	6.500.00	6.500.00	6.500.00		6.500.00 CR	6.500.00 CR
BUS OFFICE PROF SALARIES	4.270.85	4.270.85	4.270.85		4.270.85 CR	4.270.85 CR
BUS OFFICE SECR SALARIES	8.038.04	8.038.04	8.038.04		8.038.04 CR	8.038.04 CR
BUS OFFICE FED WORK STUDY	1.019.92	1.019.92	1.019.92		1.019.92 CR	1.019.92 CR
BUS OFFICE STATE WORK STUDY	258.50	258.50	258.50		258.50 CR	258.50 CR
BUS OFC CONTR SERV	2.270.16	2.270.16	2.270.16		2.270.16 CR	2.270.16 CR
BUS OFFICE SUPPLIES	1.631.28	1.631.28 CR	1.631.28 CR		1.631.28	1.631.28
BUS OFC CONF & MEETING	271.83	271.83	271.83		271.83 CR	271.83 CR
PUB RELA SALARIES ADMIN	4.125.00	4.125.00	4.125.00		4.125.00 CR	4.125.00 CR
PUB RELA SECR SALARY	399.56	399.56	399.56		399.56 CR	399.56 CR
PUB RELA SUPPLIES-ADS	8.352.23	8.352.23	8.352.23		8.352.23 CR	8.352.23 CR
PUB RELA CONF & MEETING	21.00	21.00	21.00		21.00 CR	21.00 CR
AUDITING & LEGAL	1.042.20	1.042.20	1.042.20		1.042.20 CR	1.042.20 CR
BOARD CONF & MEETING	40.60	40.60	40.60		40.60 CR	40.60 CR
ELECTIONS & OTHER	75.69	75.69	75.69		75.69 CR	75.69 CR
INSTITUTIONAL SECR SALARIES	1.385.40	1.385.40	1.385.40		1.385.40 CR	1.385.40 CR
GROUP MEDICAL & LIFE INS	25.056.07	25.056.07	25.056.07		25.056.07 CR	25.056.07 CR
UNALLOCATED CONTR SERV	261.83	261.83	261.83		261.83 CR	261.83 CR
POSTAGE	4.270.08	4.270.08	4.270.08		4.270.08 CR	4.270.08 CR
PUBLICATIONS & DUES	990.00	990.00	990.00		990.00 CR	990.00 CR
ADVERTISING	6.80	6.80	6.80		6.80 CR	6.80 CR
INSTITUTIONAL RECRUITMENT	1.651.12	1.651.12	1.651.12		1.651.12 CR	1.651.12 CR
GENERAL INSURANCE	1.640.87	1.640.87	1.640.87		1.640.87 CR	1.640.87 CR
STATE VOCATIONAL EQUIPMENT	1.285.19	1.285.19	1.285.19		1.285.19 CR	1.285.19 CR
TUITION CHARGE-BACK	3.512.77	3.512.77	3.512.77		3.512.77 CR	3.512.77 CR
INST RESEARCH SUPPLIES	87.09	87.09	87.09		87.09 CR	87.09 CR
DATA PROC PROF SALARIES	10.166.65	10.166.65	10.166.65		10.166.65 CR	10.166.65 CR

ACCOUNT	TOTAL EXPENDITURES	TO DATE	TOTAL SPENT AUG.-SEPT.	BUDGET	UNEXPENDED	UNENCUMBERED
DATA PROC SECR SALARIES	1.333.35	1.333.35	1.333.35		1.333.35 CR	1.333.35 CR
DATA PROC FED WORK STUDY	600.43	600.43	600.43		600.43 CR	600.43 CR
DATA PROC STATE WORK STUDY	22.33	22.33	22.33		22.33 CR	22.33 CR
DATA PROC CONTR SERV	7.202.60	7.202.60	7.202.60		7.202.60 CR	7.202.60 CR
DATA PROC SUPPLIES	2.212.95	2.212.95	2.212.95		2.212.95 CR	2.212.95 CR
DATA PROC EQUIP RENTAL	7.233.75	7.233.75	7.233.75		7.233.75 CR	7.233.75 CR
AFFIRMATIVE ACT CONF & MEETING	485.00	485.00	485.00		485.00 CR	485.00 CR
	453.737.12 T	453.737.12 T	.00 T	453.737.12 T	.00 T	453.737.12 CR
<u>BUILDING FUND</u>						
MAINTENANCE SUPPLIES	2.488.61	2.488.61	2.488.61		2.488.61 CR	2.488.61 CR
MAINTENANCE CONF & MEETING	16.80	16.80	16.80		16.80 CR	16.80 CR
MAINTENANCE CONTR SERV	1.230.18	1.230.18	1.230.18		1.230.18 CR	1.230.18 CR
UTILITIES GAS	10590.64	10590.64	10590.64		10590.64 CR	10590.64 CR
UTILITIES ELECTRIC	7.802.82	7.802.82	7.802.82		7.802.82 CR	7.802.82 CR
	22.129.05 T	22.129.05 T	.00 T	22.129.05 T	.00 T	22.129.05 CR
<u>SITE &amp; CONSTRUCTION FUND</u>						
OTHER CAPITAL OUTLAY	38.44	38.44	38.44		38.44 CR	38.44 CR
	38.44 T	38.44 T	.00 T	38.44 T	.00 T	38.44 CR
<u>BOND AND INTEREST II</u>						
INTEREST	2300.00	2300.00	2300.00		2300.00 CR	2300.00 CR
	2300.00 T	2300.00 T	.00 T	2300.00 T	.00 T	2300.00 CR
<u>WORKING CASH FUND</u>						
MISCELLANEOUS EXP	201.23	201.23	201.23		201.23 CR	201.23 CR
	201.23 T	201.23 T	.00 T	201.23 T	.00 T	201.23 CR

## REVENUE REPORT

## EDUCATIONAL FUND

ACCOUNT	TOTAL RECEIPTS	TO DATE	TOTAL REC. JULY-AUG.	BUDGET	UNEXPENDED	UNENCUMBERED
CURRENT TAXES 1976	374.690.42	374.690.42	374.690.42		374.690.42 CR	374.690.42 CR
CHARG-BACK REVENUE	934.50	934.50	934.50		934.50 CR	934.50 CR
STATE APPOINT SPRING 1977	4,972.78 D	4,972.78 CR	4,972.78 CR		4,972.78	4,972.78
VOC TECH EDUC REG REIMB	20,447.00 D	20,447.00 CR	20,447.00 CR		20,447.00	20,447.00
VOC TECH EDUC EQUIP REIMB	7,633.00 D	7,633.00 CR	7,633.00 CR		7,633.00	7,633.00
STATE WORK STUDY	5,498.92 D	5,498.92 CR	5,498.92 CR		5,498.92	5,498.92
FEDERAL WORK STUDY	7,616.21	7,616.21	7,616.21		7,616.21 CR	7,616.21 CR
TUITION SUMMER 1977	6,6352.41	6,6352.41	6,6352.41		6,6352.41 CR	6,6352.41 CR
TRANSCRIPT FEES	161.00	161.00	161.00		161.00 CR	161.00 CR
OTHER REVENUE	8.00	8.00	8.00		8.00 CR	8.00 CR
	411.210.84 T	411.210.84 T	.00 T	411.210.84 T	.00 T	411.210.84 CR
						411.210.84 CR

## BUILDING FUND

CURRENT TAXES 1976	93,707.11	93,707.11	93,707.11		93,707.11 CR	93,707.11 CR
MISC REVENUE	330.00	330.00	330.00		330.00 CR	330.00 CR
	94,037.11 T	94,037.11 T	.00 T	94,037.11 T	.00 T	94,037.11 CR
						94,037.11 CR

## SITE &amp; CONSTRUCTION FUND

ANNEXTER REVENUE	9,111.00	9,111.00	9,111.00		9,111.00 CR	9,111.00 CR
INTEREST ON INVESTMENTS	11,303.78	11,303.78	11,303.78		11,303.78 CR	11,303.78 CR
	20,414.78 T	20,414.78 T	.00 T	20,414.78 T	.00 T	20,414.78 CR
						20,414.78 CR

## BOND &amp; INTEREST I

CURRENT TAXES 1976	158,432.65	158,432.65	158,432.65		158,432.65 CR	158,432.65 CR
INTEREST ON INVESTMENTS	451.66	451.66	451.66		451.66 CR	451.66 CR
	158,884.31 T	158,884.31 T	.00 T	158,884.31 T	.00 T	158,884.31 CR
						158,884.31 CR

## BOND &amp; INTEREST II

CURRENT TAXES 1976	63,207.45	63,207.45	63,207.45		63,207.45 CR	63,207.45 CR
	63,207.45 T	63,207.45 T	.00 T	63,207.45 T	.00 T	63,207.45 CR

WORKING CASH FUND

ACCOUNT	TOTAL RECEIPTS	TO DATE	TOTAL REC.		BUDGET	UNEXPENDED	UNENCUMBERED
	2770.76		JULY-AUG.	2770.76			
INTEREST ON INVESTMENTS	2770.76 T	2770.76 T	.00 T	2770.76 T	.00 T	2770.76 CR	2770.76 CR

BAUK VALLEY COLLEGE

APPROVED BY

Donald F. Coplan

PRESIDENT

Dayle L. Fischer

SECRETARY

DATE 9/26/22