

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Conference Room, Third Floor, 3L14
March 27, 1978 7:30 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) Personnel matters
- 6) Approval of plan to computerize college payroll
- 7) Approval of Election Judges

E. Old Business:

- 1) Review of energy consultant's proposal
- 2) Further discussion and possible action on scheduled down period
- 3) Further discussion and possible action on Office of Grants and Gifts

F New Business:

- 1) Report on Trustee Bargaining Workshop
- 2) Report on Sauk Valley College Foundation

G. President's Report:

- 1) Report from Student Trustee
- 2) Minutes of Committee Meetings
- 3) Recognition of Honor Students at SIU - Carbondale
- 4) Lovekin's presentation in St. Louis; Human Values Conference
- 5) Art Festivals - special and regular
- 6) Other items

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

March 27, 1978

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on March 27, 1978 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order:

Chairman Coplan called the meeting to order at 7:30 p.m. and the following members answered roll call:

Kay Fisher	Lorna Keefer
Oscar Koenig	Ann Powers
Juanita Prescott	William Reigle
Ronald Coplan	Barb Pasada

Minutes:

It was moved by Member Koenig and seconded by Member Fisher that the Board approve the minutes of the March 13 meeting as presented. Motion voted and carried.

Treasurer's Report:

It was moved by Member Pasada and seconded by Member Prescott that the Board approve the Treasurer's Report as presented. Motion voted and carried.

Bills Payable:

It was moved by Member Keefer and seconded by Member Reigle that the Board approve the bills in the following amounts:

Educational Fund	\$254,065.14
Building Fund	30,681.12

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

Payroll:

It was moved by Member Fisher and seconded by Member Reigle that the Board approve the February 28 payroll in the amount of \$97,828.23 and the March 15 payroll in the amount of \$120,228.41. In a roll call vote the following was recorded: Ayes Members Fisher, Keefer, Koenig, Powers, Prescott, Reigle, Coplan and Pasada. Nays-0. Motion carried.

Resignation:

Chairman Coplan noted that the Board was in receipt of a letter of resignation from Noah Bunch, Dean of Arts and Sciences. It was moved by Member Pasada and seconded by Member Reigle that the Board accept with regret the resignation of Dean Noah Bunch effective June 30, 1979, with the understanding that after his retirement there will be only one academic administrator in the Arts and Science

Resignation
(continued):

area. Chairman Coplan expressed the appreciation of the Board of Trustees for his many years of service to the college and the district. Motion voted and carried.

Payroll:

The Board discussed the attached memorandum from Dean Edison on computerizing the payroll. It was the consensus of the Board that the administration should proceed to program the current college payroll into the current NCR equipment and give progress reports on same.

Election
Judges:

It was moved by Member Prescott and seconded by Member Keefer that the Board approve the attached resolution appointing election judges for the Board of Trustees election to be held April 8, 1978.

Absentee
Ballots:

President Cole noted that absentee ballots would be available in Office 2M6 from March 29, 1978 through April 7, 1978 for voters who expect to be absent from the district on election day or who are physically incapacitated. Residents may vote from 8:30 a.m. until 4:00 p.m. on the dates noted.

Energy
Conservation:

The attached energy conservation study was presented to the Board from Total Mechanical Systems of Schaumburg, IL. Also attached is a letter from Northern Illinois Gas Company expressing their views on the cost of air conditioning using gas as compared to electrical air conditioning.

Grants Office:

Discussion was held on the proposal to create a grants office at Sauk Valley College. Teresa Mueller was recognized by Chairman Coplan and presented her views on the situation as it now exists in regard to grant writing and grant maintenance. Ron Happach, Faculty Association President, also spoke to this item. It was then moved by Member Keefer and seconded by Member Reigle that the Board establish the Office of Gifts and Grants at Sauk Valley College.

It was then moved by Member Keefer and seconded by Member Reigle that the Board amend the above motion to read..."establish the Office of Gifts and Grants at Sauk Valley College and appoint Frank Pintozzi as the grantsman on a part-time basis in accordance with the attached job description."

Grants Office:
(continued)

In a voice vote on the amendment to the above motion, the motion was carried. In a roll call vote on the original motion, the following was recorded: Ayes Members Fisher, Keefer, Powers, Prescott, Reigle and Coplan. Nays Members Koenig and Pasada. Ayes 6 Nays 2 Motion carried.

Budget Cuts
Suggested
in the
Public
Meeting:

Discussion was held on alternative ideas suggested by John Devine on behalf of the Faculty Association regarding budget reductions discussed at the March 15 Public Meeting. Member Prescott said she thought the suggestion of a Blue Ribbon Committee to investigate the possibility of reducing expenditures and implementing long range planning for the college had merit.

In regard to the item of closing the college for three months during the summer to save money, Member Reigle stated that this proposal ignores the needs of students presently attending Sauk Valley College and also students enrolled at other colleges who normally take summer courses at Sauk. Mr. Reigle said he felt the faculty proposal made no sense since it called for cutting out vital needs and responsibilities of the institution just to keep staff on board that are not fully employed.

Member Keefer said that moving the referendum date (from November to May) would not leave enough time to do a good job on publicity.

Chairman Coplan noted that during the past 15 months the Board has had at least six budget workshops to explore various means of cutting the budget. He said that at the Faculty Orientation in the Fall of 1974, he promised the faculty to hold off as long as possible on retrenchment. He reported on the increase in faculty salaries over the years citing the average faculty salary for 10 months in 1974 as \$14,000 as compared to \$16,332 at the present time. In regard to the suggestion to cut all salaries at Sauk Valley by 10%, he said that legally the only salaries the Board could cut were administrators, clerical and maintenance.

Member Prescott raised a question on Board discussion of executive session items following executive sessions, as well as the "chain of command" in handling complaints from students made directly to Board members.

Down Periods: Discussion was held on proposed down periods from July 31 to August 7 and the week between Christmas and New Years. It was moved by Member Pasada and seconded by Member Reigle that the Board approve closing down the college for one week in the summer (July 31 to August 7) and one week between Christmas and New Years. This would be time off for everyone with pay. In a roll call vote the following was recorded: Ayes Members Koenig, Reigle and Pasada. Nays Members Fisher, Keefer, Powers, Prescott and Coplan. Motion defeated 5-3.

Summer School: The dates for summer school 1978 will be June 5 through July 28 for the eight-week session and June 19 through July 28 for the six-week session.

Committees: The Board discussed the formation of a board-staff committee and also a board-student committee.

Reports: Reports were given on the Trustee Bargaining Workshop and the Sauk Valley College Foundation meeting.

President's Report: Student trustee, Barb Pasada, reported on the ASB elections to be held April 6th and 7th, a proposed bike trail, television set to be donated for student use in the cafeteria, meet the candidate night, van usage by various student groups, and she also corrected statements made in the student newspaper.

Dr. Cole reported on the attached committee meeting minutes, a letter from Southern Illinois University naming former Sauk students Dennis Brady, Thomas Gall and Christy Gunnon as honors students, Dave Lovekin's presentation at a Human Values Conference in St. Louis, the proposed Fine Arts festival to be held at the college in May, a report on student placement by Cynthia Lawrence, and a special arts festival held recently at the college by area children.

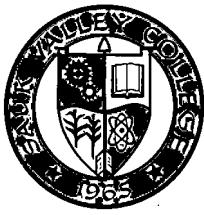
Adjournment:

Since there was no further business, it was moved by Member Prescott and seconded by Member Pasada that the Board adjourn to 7:30 p.m. on April 6, 1978 in the Board Room at Sauk Valley College for a special meeting to evaluate the President of the College, Dr. George Cole. In a roll call vote the following was recorded: Ayes Members Fisher, Keefer, Koenig, Powers, Prescott, Reigle, Coplan and Pasada. Nays-0. Motion carried.

The meeting adjourned at 10:15 p.m.

Respectfully submitted:

Lorna Keefer
Lorna Keefer, Secretary



SAUK VALLEY COLLEGE

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

March 17, 1978

Dr. George E. Cole, President
Sauk Valley College
Route One
Dixon, Illinois 61021

Dear Dr. Cole:

This letter will confirm my conversations with you over the past two years regarding my early retirement.

In order that you and the Board of Trustees may make appropriate plans, I wish to formally advise you I expect to retire on July 1, 1979, and this letter shall constitute my resignation as Dean of Arts and Sciences at Sauk Valley College effective June 30, 1979.

Sincerely,

Noah A. Bunch

Noah A. Bunch
Dean of Arts and Sciences

NAB:js

RESOLUTION APPOINTING JUDGES

WHEREAS, an election has been called for Saturday, the 8th day of April, 1978, in and for Community College District No. 506, Counties of Whiteside, Lee, Ogle, Henry, Bureau and Carroll, State of Illinois to elect two members to the Board of Trustees, and

WHEREAS, it is necessary to appoint Judges to serve at said election,

NOW, THEREFORE, BE IT RESOLVED that for said election the following designated persons, being electors who have resided in the area constituting the voting precinct for which they are appointed for at least one year next preceding the election, and who are entitled to vote therein, be and they hereby are appointed to act as Judges of said election for the precincts designated, namely:

Precinct No. 1:	<u>Mrs. Lyda C. Settles</u>	<u>Lyndon</u>
	<u>Mrs. Rose Wiersema</u>	<u>Lyndon</u>
	<u>Mrs. Lillian Parker</u>	<u>Lyndon</u>
Precinct No. 2:	<u>Ms. JoAnne Cocking</u>	<u>Prophetstown</u>
	<u>Ms. Neva Emery</u>	<u>Prophetstown</u>
	<u>E.A. Bowers</u>	<u>Prophetstown</u>
Precinct No. 3:	<u>Lois Cassens</u>	<u>Sterling</u>
	<u>Marjorie Parks</u>	<u>Sterling</u>
	<u>Virginia Jokers</u>	<u>Sterling</u>
Precinct No. 4:	<u>Joyce Ebersole</u>	<u>Sterling</u>
	<u>Phyllis J. Anderson</u>	<u>Sterling</u>
	<u>Betty Stutzke</u>	<u>Sterling</u>
	<u>Lola Smith</u>	<u>Sterling</u>
	<u>Betty Weckesser</u>	<u>Sterling</u>
Precinct No. 5:	<u>Margaret Lovaas</u>	<u>Sterling</u>
	<u>Holly Ebersole</u>	<u>Sterling</u>
	<u>Kathleen Jamblyn</u>	<u>Sterling</u>
	<u>Marjorie Bushman</u>	<u>Sterling</u>
Precinct No. 6:	<u>Lola Jean Behrens</u>	<u>Sterling</u>
	<u>M. Ann Kane</u>	<u>Sterling</u>
	<u>Mildred H. DeJonge</u>	<u>Sterling</u>

Precinct No. 7: Amelia M. Remrey Nelson

Mary Ellen Janssen Nelson

Margaret N. Gale Nelson

Precinct No. 8: Mrs. Marlee Finch Rock Falls

Mrs. Margaret Swanson Rock Falls

Mrs. Ruth Martens Rock Falls

Precinct No. 9: Arlene Bellows Dixon

Puis Burgard Dixon

Mrs. Verna Dodd Dixon

Precinct No. 10: Mrs. Marjorie Marshall Dixon

Ann Mae Toms Dixon

Dagmar Ballard Dixon

Precinct No. 11: Ms. Fern Pitman Oregon

Mrs. Eleanore Lessner Dixon

Mrs. Patricia Strum Oregon

Precinct No. 12: Ms. Francis Slain Dixon

Mrs. Ruthmarie McPherson Dixon

Pat Kingry

Precinct No. 13: Ms. Donna Long Dixon

Ms. Eva Wasson Dixon

Ms. Mildred Youngren Dixon

Precinct No. 14: Helen Cruse Dixon

Judith Finch Dixon

Carol Mall Dixon

Precinct No. 15: Gayle Brcers Deer Grove

Harriet Blackert Tampico

Mary Melton Tampico

Precinct No. 16: Geneieve Ehman Amboy

Darlene Ross Amboy

Winona Blake Amboy

Precinct No. 17: Rose Leffelman Sublette
Christie Politsch Sublette
Barbara Vincent West Brooklyn

Precinct No. 18: Joanne Montavon Amboy
June Stephemitch Sublette
Mary Ann Cardot Amboy

Precinct No. 19: Luceela Burke Amboy
Charlotte Fitzpatrick Amboy
Sharon Dunphy Dixon

Precinct No. 20: Patricia Berei Eldena
Ester Nusbaum Dixon
Gladys Glessner Eldena

Precinct No. 21: Alice Rabbins Dixon
Johanna Hopkins Harmon
Melvin Johnson Harmon

Precinct No. 22: Irene Gonigam Walnut
Katherine Ganschow Walnut
Helen Ganschow Walnut

Precinct No. 23: Edythe Naylor Polo
Harold Johnson Polo
Arlene Jecklin Polo

Precinct No. 24: Ivan Ioder Ohio
Zelma Kerr Ohio
Katherine Phillips Ohio

Precinct No. 25: Eileen Ramsdell Franklin Grove
Audrey Roap Franklin Grove
Rita Dippel Franklin Grove

Precinct No. 26: Mary Gagon Lee Center
Betty John Lee Center
Elizabeth John Lee Center

Precinct No. 27: Mrs. Warren Nice Morrison
Marian Garvan Morrison
Robert Wilcox Morrison

Precinct No. 28: Carolyn Appel Thomson

Mary Jean Fiet Thomson

Geraldine Bealer Thomson

Precinct No. 29: Clifford Schaffer Ashton

Alice Greenfield Ashton

Dolores Scott Ashton

Precinct No. 30: Bernice Brown Chadwick

Dorothy Johnson Mt. Carroll

Marilyn Daehler Chadwick

Precinct No. 31: Wm. J. Considine Fulton

Wilma Hoogheem Fulton

Nancy Haiduck Fulton

Precinct No. 32: Karen K. Bitler Albany

Josephine Schipper Fulton

Elinor Kennedy Albany

Precinct No. 33: Mrs. Tom Ewers Milledgeville

Mrs. Gail Deets Milledgeville

Mrs. Sam Baughman Milledgeville

BE IT FURTHER RESOLVED that pursuant to the terms of Section 9-8 of Chap. 122, Ill. Rev. Stats., the Judges heretofore appointed shall be shared with and shall act as Judges of Election simultaneously for the elections to be conducted by the various School Districts that are holding their elections at the same time and place on the 8th day of April, 1978.

BE IT FURTHER RESOLVED that the Judges of Election heretofore appointed shall be each paid \$10.00, or one-half of the fees set by the participating District, whichever is the greater.

SAUK VALLEY COLLEGE

D6
RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE March 22, 1978

MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. Cole C.E.C.

RE: PLANS TO COMPUTERIZE PAYROLL

The attached memorandum from Dean Edison explains the three alternative plans to computerize the payroll.

Wally Clevenger and Dean Edison have had several working sessions on this project during the year, and Mr. Clevenger and I feel that Alternative C is the most desirable because it is cheaper and in the long run more manageable.

RECOMMENDATION: Board approval to program the current college payroll into the current N.C.R. equipment.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 3-13-78

MEMORANDUM

TO: MEMBERS OF THE ADMINISTRATIVE COUNCIL

FROM: Robert Edison

Brk

Somewhat against my better judgment I am now seriously considering placing our payroll on Data Processing, since the advent of unemployment compensation, etc, is creating and/or will create future problems.

The dilemma at this point is one of three choices, namely:

- (A) Spend approximately \$12,000 to upgrade an NCR 399 machine which was donated to the college and to make it serviceable for these functions.*
- (B) Spend a net total of \$17,000 while receiving a trade-in of \$13,000 for the 399 machine, which would purchase us a new NCR 499 machine which could adequately serve the college business operations for many years to come.*
- (C) Program the current college payroll into the current NCR equipment which will take away the autonomy of the business operation and will create some load factor and/or pressure in the Data Processing operation. I am assured that the payroll will not tax the capacity of the current NCR equipment, but I do seriously question the adequacy of the capacity at this time compared to other items to be placed on Data Processing which might well tax its capacity and/or possibly create a need for different equipment.*

RE:fsb

June 1 copies for next Bd Meeting

Total Mechanical Systems

EI

2101 Hammond Drive, Schaumburg, Illinois 60195

Phone: (312) 397-2100

March 16, 1978

Sauk Valley College
R. R. 1
Dixon, Illinois 61021

Attention: Dr. George E. Cole, President

Subject: Energy Conservation Study

Dear Dr. Cole:

Thank you for the opportunity to tour your facility and to address your Board meeting. I believe we have acquired a good understanding of your operation and requirements, and are submitting herein our proposal for an energy conservation study.

Phase I - "Mini-Audit"

We would review the current energy consumption records and methods of energy conservation in effect. An experienced HVAC and electrical engineer would make a survey and analysis of the facility and would review all existing equipment and maintenance procedures. This would include a detailed review of "as-built" mechanical and electrical plans. Where necessary, measurements of temperatures, power consumption, etc. would be taken when we believe it would be essential to complete the first phase of this study.

As a result of the "mini-audit" survey we would prepare a report outlining in detail various retrofit possibilities which we would recommend to be considered, as well as an approximation of the cost and anticipated payback.

Consulting Engineers

H.V.A.C. • Plumbing • Site Development • Electrical • Process Systems • Environmental Systems
• Refrigeration • Project Planning • Documentation for Capital Appropriation

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March 16, 1978

Sauk Valley College

Dr. George E. Cole, President

Subject: Energy Conservation Study

Recommendations for retrofit items to be studied in greater detail in Phase II would be made. Based on preliminary observation of the building, it is suspected that several feasible modifications may become obvious as a result of our Phase I "Mini-Audit". Some possible items may include the following:

1. Converting supply systems or portions thereof to a variable volume or partial variable volume system to eliminate or reduce reheat requirements and reduce fan energy.
2. Converting to electric refrigeration and other modifications to allow boilers to be shut off in warm weather.
3. Adding enthalpy economizer control on air handling units.
4. Checking of some actual air requirements and comparing to assumed design values, to discover the possibility of reducing supply air quantities.
5. Operational changes to allow more efficient off-hours operation.
6. Investigation of demand controllers and determining which loads can be controlled and the type of demand controller which will be most suitable to this application.
7. Evaluation of lighting levels in all areas and possible switching modifications.
8. Modifications to exterior glass.

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March 16, 1978

Sauk Valley College

Dr. George E. Cole, President

Subject: Energy Conservation Study

Phase II - "Maxi-Audit"

Board approval would be obtained to proceed to this phase. This phase could be a precise computer simulation of the systems operation and an analysis of potential energy savings by the proposed retrofits. We would be using the TRACE Direct Program which is probably the most utilized and has the greatest acceptance in the area of studying retrofit modifications to HVAC systems.

Because of our close association with The Sievert Corporation, a mechanical contracting firm, we are uniquely able to provide accurate cost estimates for any proposed retrofits. This will provide management data to accurately determine if the project is feasible in terms of payback or return on investment.

The results of this study would be prepared and provided to the college in a final report indicating the options available and the cost benefits based on economic data provided by the college.

In addition to the computer simulation and economic analysis we would provide the college with recommendations for the preparation of plans and specifications to implement the energy conservation methods which may require new equipment, new temperature controls, rebalancing, and other pipe and duct work modifications.

Phase III

We would prepare detailed plans and specifications for accepted modifications, suitable for taking competitive bids.

For the first phase, we would propose to bill the college on the basis of time expended on the project. Professional engineering time will be billed at \$40.00 per hour, and technician/designer time at \$32.00 per hour. Travel expenses would be billed at our cost. The cost for the first phase will "not exceed" \$5,000.00 (Five Thousand and No/100 Dollars).

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March 16, 1978
Sauk Valley College
Dr. George E. Cole, President

Subject: Energy Conservation Study

The cost for the second phase would be established at the completion of the first phase, and would be based on the number of computer simulations which may be desirable. We estimate this would be in the range of \$8,000.00 to \$12,000.00.

Please call if you need any clarification. We look forward to working with you on this study.

Very truly yours,
TOTAL MECHANICAL SYSTEMS



Charles A. Madson, P.E.
Vice President

CAM,sk
cc: Mr. John McLane

Total Mechanical Systems

SAUK VALLEY COLLEGE

CI

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE March 20, 1978

MEMORANDUM

TO: Dr. Cole

FROM: Teresa Mueller/M

I would like to request permission to address the Board of Trustees on Monday, March 27, 1978, under the segment "Communication from Visitors." My intention is to speak in regard to the new administrative grant writing position that was tabled at the March 13, 1978 Board meeting and is now under consideration.

jb

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE

3-27-78

MEMORANDUM

O: President Cole

Bd

RCM: Robert Edison

I am enclosing herein a letter which I received this morning from Mr. Jerry James of the Northern Illinois Gas Company.

One can readily see from this letter that there is obviously a gross conflict in the statement made by the consultant that electric air conditioning might be cheaper than gas air conditioning. I would like to suggest the possibility of foregoing the employment of any consultant until, or unless, we can be made aware of some of the possible fallacies in some of the statements rendered.

RE:fsb

Encl.



NORTHERN ILLINOIS GAS

P.O. Box 190 Aurora, Illinois 60507 Phone 312 355 8000

Address Reply to Company at:
421 West First Street
Dixon, IL 61021

March 22, 1978

Mr. Robert Edison
Dean of Business Services
Sauk Valley College
R. R. #1
Dixon, IL 61021

Dear Mr. Edison:

Attached is the information you requested Monday. Enclosed also find copies of our Rate 4 and Rider 9 plus copies of Rate 22-L from Commonwealth Edison.

I went back to your June 24 to July 25, 1977, gas bill for 31 days during which time you used 43,118 therms. I figured the bill based on current rates as attached, because both Commonwealth Edison and the NI-Gas Company's PGA factors were increased in November.

That bill, under your current rate with gas, is \$7715.30. I then converted the therms used to kilowatts, the ratio being one kilowatt equaling 3413 BTU. Therefore, it takes 29.3 kilowatts to equal one therm of gas, that is 100,000 BTU. That figure, based on 80% efficiency of the natural gas and 100% for electricity used, is 1,010,681 kilowatts. I then computed this on the attached Rate 22-L Commonwealth Edison chart. This bill amounted to \$27,397.10 including an \$8832.01 demand charge as stated in their rate.

The average cent costs per kilowatt was 2.71 cents multiplied by the kilowatt-to-therm ratio of 29.3 coming out to an energy cost converted to therms of gas of 79.4 cents per therm. The actual average for natural gas under our current rate for this particular bill is 17.89 cents per therm. The bill ratio, that is \$27,397.10 divided by \$7715.30, leaves a cost ratio

-MORE-

Mr. Robert Edison

Page 2

March 22, 1978

in your favor with gas of 3.55 to 1.

I trust you will be able to use these figures when your man from Schaumberg shows up again. If you have any questions, please call me.

Sincerely,

Jerry James
Jerry James

Energy Representative

JJ/jml

Enclosures

SAUK VALLEY COLLEGE

E3

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 21, 1978

MEMORANDUM

TO: Frank Pintozzi

FROM: Dr. Cole G.E.C.

Thank you for your recent memorandum including your perceptions of the Grants Office, along with a suggested job description.

As you probably know, Teresa Mueller has requested the opportunity to address the Board of Trustees on this subject.

I am aware that when you assumed your duties as assistant dean there was some confusion surrounding the grants that had been previously received by the Learning Skills Center. I would appreciate it very much if you would take a few minutes to briefly summarize and assess the current status of the grants which are now being received by the Academic Skills Center.

cc: Dean John Sagmoe

js

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 3-21-78

MEMORANDUM

O: Dr. Cole

ROM: Frank Pintozzi

Recently you recommended to the Board that an office of Gifts and Grants be created at the college. I am honored and pleased that the Board would entrust me with such a responsibility. I would like to offer my perceptions of the position as well as a suggested job description.

My perceptions: First of all, if I view this correctly, the rationale for this position is to develop faculty awareness and focus on grant possibilities through a central coordinating office. The other reason for this position is to create a comparable balance in my position in proportion to the additional responsibilities of admissions and recruitment which will be assumed by the other administrators. As you know, in my areas of responsibility we have an open admissions policy or, in the library, we serve the entire college and the community. The counselors and faculty work very closely with us in Academic Skills in the recruitment of students. Therefore, since my areas do not require an elaborate admissions process, it would seem logical for me to take on this added responsibility. In addition, the idea of an office of grants has been discussed for several years now and in the college's present fiscal situation, such a program could enhance our programs and provide additional revenue as well.

Secondly, I view my role in this position somewhat differently than the traditional grantsperson in the large universities. Since most of these positions are full time, I see my job as one of a facilitator, as someone who provides information, encouragement, and direction for faculty seeking grants. Rather than isolating myself in a dark office pouring over paper work, I would want the faculty to be actively involved with me in the planning and development of proposals. I would be the liaison person between the college and the sponsoring agencies and I could provide you with an annual report on grant activity.

These are some of my perceptions on the rationale and role of the office of grants and gifts. Several faculty have already talked with me about ideas they have. If this is any indication of interest, I think this position will be of real value to the college. With the cooperation of all concerned, there could be some very positive gains for Sauk.

Job Description

The coordinator for the office of Grants and Gifts is to make the college aware of funding possibilities, to assist staff in gathering data and writing proposals, and to follow up on the progress of grants that are submitted. This person will report directly to the President.

1. To identify and utilize existing grants within the college to their fullest potential.
2. To provide and disseminate information on local, state, or federal funding sources.
3. To assist staff in preparing and submitting proposals.
4. To serve as liaison person between the college and the sponsoring agency.
5. To follow up on the progress of grants submitted.
6. To provide an annual report on grants activity.

jh

cc: John Sagmoe

SAUK VALLEY COLLEGE

E2

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 22, 1978

MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. Cole G. E. C.

RE: DOWN PERIOD

The media coverage of the alternatives to retrenchment proposed by the Faculty Association and others present at the open meeting of March 18th is causing some anxiety among our prospective summer school students.

I would recommend that the Board stress the following at our March 27 meeting, to put the problem to rest.

- 1) We have already approved a summer school schedule which provides for an 8-week summer school and does provide the alternative of some 6-week sessions.
- 2) The calendar does provide for two down periods even though these periods have not been formally approved by the Board.

We could take one or two weeks at the end of summer school (July 31 to August 14, or one week - July 31 to August 7) and could also take a week between Christmas and New Years. The following questions should be resolved:

- 1) Are down periods a good idea?
- 2) Do we continue to give down periods in lieu of raises or do we require people to take time off and use vacation days, or take time off without pay?

My preference is to close down for one week in the summer (July 31 to August 7) and take one week between Christmas and New Years. This would be time off for everyone WITH PAY. The subject of raises for support staff and administration could then be deferred until after the referendum.

SAUK VALLEY COLLEGEOFFICIAL ACADEMIC CALENDARREVISED SUMMER SESSION 1978 II

Eight-Week Session	June 5 - July 28
Six - Week Session	June 19 - July 28
Registration for Both Sessions	Thursday, June 1 9:00 a.m. - 8:30 p.m.
Registration for Six-Week Session	Thursday, June 15 9:00 a.m. - 8:30 p.m.
Classes Begin - Eight-Week Session	Monday, June 5
Classes Begin - Six-Week Session	Monday, June 19
Late Registration - Eight-Week Session	Monday & Tuesday, June 5, 6
Late Registration - Six-Week Session	Monday & Tuesday, June 19, 20
ACT Test Date	Saturday, June 17
Mid-Term - Eight-Week Session	Friday, June 30
Mid-Term - Six-Week Session	Friday, July 7
Independence Day - No Classes (College Offices Closed)	Monday & Tuesday, July 3, 4
Final Examinations	Wednesday & Thursday, July 26, 27
Grades Due in Registrar's Office	Friday, July 28, <u>12:00 Noon</u>

TREASURER'S REPORT

February 28, 1978

EDUCATIONAL FUND

Balance on Hand January 31, 1978 \$ 320,755.31

Receipts:

Investments	200,000.00
Taxes	446.61
In Lieu of Taxes	229.14
Charge-Back Revenue	915.53
Fall Apportionment	4,990.23
Equalization	92.82
State Work Study	632.00
Federal Work Study	10,987.51
Fall Tuition	17,100.78
Transcript Fees	150.00
Interest on Invest.	1,516.43
Other Revenue	43.60
Expenditure Credits	908.66
	<u>238,013.31</u>

Total Available \$ 558,768.62

Disbursements: Expenses for February 275,114.97

Balance on Hand February 28, 1978 \$ 283,653.65

BUILDING FUND

Balance on Hand January 31, 1978 \$ 71,531.16

Receipts:

Taxes	111.65
In Lieu of Taxes	57.31
Misc. Revenue	63.00
Expenditure Credits	569.73
	<u>801.69</u>

Total Available \$ 72,332.85

Disbursements:

Expenses for February 32,273.81

Balance on Hand February 28, 1978 \$ 40,059.04

SITE AND CONSTRUCTION FUND - Dixon National BAnk

Balance on Hand January 31, 1978 \$ 110,103.55

Receipts:

Facilities Revenue	5,555.50	
Interest on Invest.	<u>707.64</u>	<u>6,263.14</u>

Total Available

\$ 116,366.69

Disbursements:

Expenses for February	<u>1,139.46</u>
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Balance on Hand February 28, 1978

\$ 115,227.23

SITE AND CONSTRUCTION FUND - Harris Trust

Balance on Hand January 31, 1978 \$ 6,811.09

Receipts:

-0-

Disbursements:

-0-

Balance on Hand Feb. 28, 1978

\$ 6,811.09

BOND AND INTEREST #1

Balance on Hand January 31, 1978 \$ 11,366.80

Receipts:

Taxes	197.32	
In lieu of taxes	96.89	
Int. on Investments	<u>225.00</u>	<u>519.21</u>

Total Available

\$ 11,886.01

Disbursements:

-0-

Balance on Hand February 28, 1978

\$ 11,886.01

BOND AND INTEREST #2

Balance on Hand January 31, 1978 \$ 2,824.27

Receipts:

Taxes	75.84	
In lieu of taxes	<u>38.65</u>	<u>114.49</u>

Total Available

\$ 2,938.76

Disbursements:

-0-

Balance on Hand February 28, 1978

\$ 2,938.76

WORKING CASH FUND

Balance on Hand January 31, 1978	\$ 36,000.54
<u>Receipts:</u>	<u>-0-</u>
<u>Disbursements:</u>	<u>-0-</u>
Balance on Hand February 28, 1978	\$ <u>36,000.54</u>

FUNDS INVESTED

Certificate of Deposit	S & C	7-31-78	\$ 194,992.01
Time-Open Deposit	B & I #2		16,362.84
Time-Open Deposit	S & C	5-28-78	100,000.00
Time-Open Deposit	B & I #1		141,167.42
Certificate of Deposit	S & C	5-21-78	50,000.00
Certificate of Deposit	B & I #1		45,000.00
Certificate of Deposit	S & C	8-21-78	371,978.96
Time-Open Deposit	S & C	11-28-78) 100,000.00
Certificate of Deposit	Working Cash	3-1-78	255,551.11
Certificate of Deposit	Working Cash	2-28-78	<u>214,803.02</u>
	TOTAL INVESTED		\$1,489,855.36

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 2/28/78

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

ASSET:

Cash in Bank #1.....	\$ 1.58
Cash in Bank #2.....	292.30
Notes Receivable #1.....	3,251.86
Notes Receivable #2.....	1,584.00
	<u>\$5,129.74</u>

LIABILITIES & NET WORTH:

Fund Equity #1.....	\$3,317.94
Net Loss #1.....	(-65.50).....\$3,253.44
Fund Equity #2.....	\$2,314.92
Net Loss #2.....	(-438.62).....1,876.30
	<u>\$5,129.74</u>

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

INCOME:

Interest Income #1.....	\$ 57.50
Bad Debts Repaid #1.....	100.00.....\$ 157.50
Interest Income #2.....	\$ 31.38
Bad Debts Repaid #2.....	70.00.....\$ 101.38

EXPENSES:

Bad Debts #1.....	\$ 222.00
Bad Debts #2.....	\$ 540.00
Net Loss #1.....	\$ (-65.50)
Net Loss #2.....	<u>\$(-438.62)</u>

SAUK VALLEY COLLEGE

E.O.G. WORK STUDY FUNDS

Period Ending 2/28/78

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

Cash on Hand.....	\$ 2,884.17
Workstudy Awards Available from Fed. Gov. 1977-78.....	94,877.00
Workstudy Awards Capital 1977-78.....	\$141,377.00
Workstudy Awards Paid 1977-78.....	71,990.36
E.O.G. Funds Receivable from Fed. Gov. 1977-78.....	46,018.00
Initial E.O.G. Awards Capital 1977-78.....	25,903.00
Initial E.O.G. Awards Paid 1977-78.....	8,571.48
Renewal E.O.G. Awards Capital 1977-78.....	33,615.00
Renewal E.O.G. Awards 1977-78.....	10,761.00
Basic E.O.G. Program Awards Rec. from Fed. Gov. 1977-78..	101,584.31
Basic E.O.G. Program Awards Capital 1977-78.....	241,529.00
Basic E.O.G. Program Awards Paid 1977-78.....	99,731.25
Inactive Federal Grants.....	6,006.43
	<u>\$442,424.00</u>
	<u>\$442,424.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 2/28/78

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

ASSETS:

Cash in Bank.....	\$ 38,864.10
Petty Cash.....	500.00
Investments.....	32,852.20
Inventory 6/30/77.....	45,208.24
Accounts Receivable - Educational Fund.....	117.96
	<u>\$117,542.50</u>

LIABILITIES AND NET WORTH:

Fund Equity.....	\$125,982.78
Net Loss.....(-8,440.28)	<u>\$117,542.50</u>
	<u>\$117,542.50</u>

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

INCOME:

Textbook Sales.....	\$136,780.90
Supplies Sales.....	13,727.76
Miscellaneous Sales.....	7,156.78
Paperback Sales.....	2,784.98
Used Books Sales.....	6,466.31
Sales Tax Collected.....	8,058.37
Other Income.....	196.71
Investments Income.....	<u>1,210.09</u>
	<u>\$176,381.90</u>

EXPENSES:

Textbook Purchases.....	\$139,677.44
Supplies Purchases.....	7,668.02
Miscellaneous Purchases.....	6,199.99
Paperback Purchases.....	3,193.70
Used Book Purchases.....	5,117.24
Sales Tax Paid.....	7,691.17
Salaries & Wages.....	9,316.67
Transportation Charges.....	3,098.33
Supplies Expense.....	1,792.53
Travel.....	286.07
Telephone.....	169.47
Dues & Subscriptions.....	135.00
Other Expense.....	451.94
Over & Under.....	<u>24.61</u>
	<u>184,822.18</u>

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

(- 8,440.28)

RESTRICTED PURPOSES FUND

STATEMENT OF INCOME & EXPENSE

February 28, 1978

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Comprehensive Fee Income	\$30,645.11
Athletic Income	170.50
Drama Income	402.50
Student Activity Income	3,188.69
Student Newspaper Income	12.48
Film Income	226.00
Cash Over & Under	24.40
Other Income-Student Activity Fund Only	18.00
 TOTAL INCOME	 \$34,687.68

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$19,133.00	\$10,604.18
Cheerleaders & Pon Pom Expense	650.00	639.67
Speech Activities/Reader's Theatre	4,400.00	2,512.56
Drama Expense	2,700.00	1,475.71
Music Expense	3,000.00	771.34
Student Activity Expense	16,900.00	13,678.90
Student Newspaper Expense	4,200.00	3,247.46
Associated Student Board	2,500.00	1,268.28
Women's Intercollegiate Act.	10,430.00	6,270.19
Intramurals-Coed	300.00	181.25
SVC Clubs	2,200.00	845.60
Contingency Expense/Equipment	1,000.00	500.00
Contingencies/Non-Budgeted	-0-	-0-
 TOTAL EXPENSE	 \$67,413.00	 \$41,995.14
		<u>\$41,995.14</u>

Excess of Expenditures

over Revenue, as of

February 28, 1978

(\$ 7,307.46)

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

February 28, 1978

ASSETS		REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash In Bank	\$256,627.25	Student Tuition	\$370,656.00
		Out-of-District Fee	(187.56)
Petty Cash	535.00	Due Educational Fund	4,555.73
		Due Building Fund	75.90
Accts. Rec.	181,059.59	Due Student Loan Fund	1,123.96
		Due Bookstore	2,178.99
		Tuition Refunds	<u>(11,804.80)</u>
			\$366,598.22

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	(372.41)
Parking	12,106.13
Recreation Room Fund	3,788.53
Student Locker Fund	193.20
Land Lab	5,931.53
Community Services	14,201.47
Child Care Center	(5.61)
EMTA Grant	(1,036.00)
Photography Supplies	1,539.31
LPN Supplies	432.67
Law Enforcement Grant	4,134.25
HEW Nurses Grant	(944.69)
Nursing Capitation	121.05
Audio Tutorial Materials	-0-
1977-78 Disadvan. Grant	7,942.58
1975-76 ICCB Pub. Serv.	309.42
CETA Public Services	(4,250.00)
Ill. Humanities Grant	1,222.10
Miscellaneous Account	2,828.83
Student Clubs	1,255.87
Adult Learn. Book Chg.	<u>214.06</u>
	\$49,612.29

FUND EQUITY

July 1, 1977 \$29,318.79

Excess of Expenditures
over Revenue, as of
February 28, 1978 (7,307.46) \$22,011.33

TOTAL ASSETS \$438,221.84 TOTAL LIABILITIES & FUND EQUITY \$438,221.84

STUDENT ACTIVITY

Balance On Hand, January 31, 1978	\$241,607.40
February Receipts	56,109.56
	<u>\$297,716.96</u>
February Disbursements	<u>41,089.71</u>

Balance On Hand, February 28, 1978	<u>\$256,627.25</u>
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CHECK #	NAME	DESCRIPTION	AMOUNT
3555	Charles Ryden-#320 Tuition Refund, Dropped 1 sem. hr., Fall 77	16.00	
3556	Mark Holidorf-#103 Accts Rec., Foundation Grant, Spring 78	166.35	
3557	Jim Fox-#254 Wrestling Exp/Walrath, Officiating 2/4/78	55.00	
3558	Dick Colson-#254 Wrestling Exp/Walrath, Officiating 2/4/78	55.00	
3559	Frank Cesared-#251 Athletic Exp/Palumbo, Officiating 2/4/78	30.00	
3560	The Kroger Co.-#330 Child Care, Supplies, January	14.30	
3561	Joel Colbert-#251 Athletic Exp/Palumbo, Officiating 2/4/78	30.00	
3562	Frank Palumbo-#251 Athletic Exp/Palumbo, Scorer & Timer 2/4/78	10.00	
3563	Marvin Messing-#335 Comm. Serv., Ski Class Fee, 20 Students at \$6.50 each	130.00	
3564	Eva Pendarvis-#266 Women's Intercoll. Acct, Officiating 2/4/78	20.00	
3565	Cherri Block-#266 Women's Intercoll. Acct., Officiating 2/4/78	35.00	
3566	Claire Holmberg-#266 Women's Intercoll. Acct., Meals for BB team on 2/2/78	35.75	
3567	Frank Palumbo-#251 Athletic Exp/Palumbo, Meals for BB team on 2/2/78	42.25	
3568	Don Morgan-#251 Athletic Exp/Palumbo, Officiating 2/7/78	25.00	
3569	Joel Colbert-#251 Athletic Exp/Palumbo, Officiating 2/7/78	30.00	
3570	Frank Palumbo-#251 Athletic Exp/Palumbo, Scorer & Timer 2/7/78	10.00	
3571	Chuck Walrath-#254 Wrestling/Walrath, Expenses, Wrestling duals, Cicero, Ill. 2/3/78	59.63	
3572	Illinois Bell Telephone Co. Disadvantaged Gt., Service	39.97	
3573	Community General Hospital-#254 Wrestling/Walrath, Deductible due for Ben Mena, #F642-54-96, Claim 11/14/77	25.00	
3574	Richard E. Sanders-#254 Wrestling/Walrath, Paid to student for \$25.00 deductible on Claim F642-54-98	25.00	
3575	Philip Capaul-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78	12.80	
3576	Rick Baker-#252 Athletic/Mabee, Entry fee for track meet, 12/23/77	5.00	
3577	Dick Cox-#252 Athletic/Mabee, Starter for track meet, 2/3/78 & 2/7/78	30.00	
3578	Bev Ohda-#336 Child Care Center, Supplies	79.18	
3579	Bev Ohda-#330 Child Care, Misc. Supplies	9.60	
3580	The Daily Gazette-#352D Disadv. Grant, Ad for Adult Learning Cen.	6.30	
3581	Leroux-#252 Athletic/Mabee, Repair of stop watches	26.00	
3582	Rosemary Smith-#254 Wrestling/Walrath, Timekeeping 2/4/78	10.00	
3583	Sandra Wolber-#103 Accts. Rec., Foundation Grant, Fall 77, 150.00 & Spring 78, 150.00	300.00	
3584	Bert Jones-#103 Accts. Rec., Foundation Grant, Fall 77, 150.00 & Spring 78, 150.00	300.00	
3585	Reglin Janitorial Service & Supply-#352D Disadv. Grant, Services	351.00	
3586	Gibbons Bus Service-#251 Athletic Exp/Palumbo, Transportation to Moline, Clinton, Rockford	375.00	

CHECKN #	NAME	DESCRIPTION	AMOUNT
3587	Michael Heckman, Supt. Lee City. Educ-#103 Accts. Rec., CETA		5.00
	Testing fee for SVC for Josephine Ortiz		
3588	The Daily Gazette-#260 Student Acct., Ad for film 1/28/78		11.10
3589	Films Incorporated-#260 Student Activity, Film rental 2/4/78		106.00
3590	Gibbons Bus Service-#266 Women's Intercoll., Trans. Elgin		156.60
3591	Linda Beeker-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3592	Diana Day-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3593	Helen Dean-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3594	Roberta Fredericks-#320 Tuition Refund, Dropped 1 sem. hr., Sp. 78		16.00
3595	Sally Crim-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3596	Roy Newcom-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3597	Joyce Olson-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3598	E. Carol Onken-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3599	Lois Schmidt-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3600	Beth Schumacher-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78		16.00
3601	Mark Slick-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3602	Lynn Williams-#320 Tuition Refund, Dropped 1 sem. hrs. Spring 78		16.00
3603	Sandra Wolberg-#320 Tuition Refund, Dropped 3 sem. hrs. Spring 78		38.40
3604	Alice Anderson-#302 Out of Dist. Fees & #320 Tuition Refund, Dropped 1 sem. hr., Spring 78		30.66
3605	Anthony Arduini-#320 Tuition Refund, Dropped 3 sem. hrs., Sp. 78		48.00
3606	John Aspin-#320 Tuition Refund, Dropped 6 sem. hrs., Spring 78		76.80
3607	Judith Willard-#320 Tuition Refund, Dropped 2 sem. hrs. Spring 78		32.00
3608	Carol Treadway-#266 Women's Intercoll., Officiating 2/7/78		20.00
3609	Pat McBride-#266 Women's Intercoll., Officiating 2/7/78		20.00
3610	Gene Hellwig-#266 Women's Intercoll., Officiating 2/4/78		20.00
3611	Crescent Electric Supply Co.-#251 Athletic Exp/Palumbo, PO #5644		6.14
3612	Sue Breneman-#320 Tuition Refund, Dropped 3 sem. hrs., Spring 78		48.00
3613	Jim Brown-#320 Tuition Refund, Dropped 1 sem. hrs. Spring 78		12.80
3614	Lucille Clayton-#320 Tuition Refund, Dropped 3 sem. hrs., Sp. 78		38.40
3615	Barbara Conley-#320 Tuition Refund, Dropped 3 sem. hrs., Sp. 78		38.40
3616	Renee Cross-#315 Due Educ. & #320 Tuition Refund, Dropped 3 sem. hrs. Spring 78, refund for lab fee		48.40
3617	Connie Daehler-#320 Tuition Refund, Dropped 1 sem. hr., Sp. 78		12.80
3618	Tina Donaldson-#320 Tuition Refund, Dropped 5 sem. hrs., Sp. 78		64.00
3619	Mary Duffy-#320 Tuition Refund, Dropped 3 sem. hrs., Spring 78		38.40
3620	Gregory Eagar-#320 Tuition Refund, Dropped 12 sem. hrs., Sp. 78		153.60
3621	Kris Ewbank-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		12.80
3622	Mary Floto-#320 Tuition Refund, Dropped 1 sem. hr., Spring 78		16.00
3623	SVC Educational Fund-#264 A.S.B. #352D Disadv. Grant, #331		33.40
	Parking:		
3624	SVC Student Loan Fund- Due Student Loan, Paid during Jan. 78		268.83
3625	SVC Educational Fund-#302 Out of District Fees		915.53
3626	SVC Educational Fund-#315 Due Educational		1,680.84
3627	SVC Building Fund-#316 Due Building Fund		626.19
3628	Sauk Valley College Bookstore-#319 Due Bookstore, #252 Track #253 Golf/Baseball, #257 Speech, #260 Student Activities & #352D Disadv. Grant		356.09
3629	Kevin Frankfurther-#320 Tuition Refund, Dropped 1 sem. hr. Sp. 78		12.80
3630	William G. Frank-#320 Tuition Refund, Dropped 1 sem. hr., Sp. 78		16.00
3631	Mark Hollendorf-#103 Accts. Rec., Book reimbursement - Foundation Grant for Spring 77 & Spring 78		105.75
3632	Jeff Gilbert-#320 Tuition Refund, Dropped 7 sem. hrs., Sp. 78		102.40
3633	Kathy Kissee-#103 Accts. Rec., Foundation Grant, Spring 78		225.00

CHECK #	NAME	DESCRIPTION	AMOUNT
3634	Ann Rodriguez-#320 Tuition Refund, Dropped 3 sem. hrs. Spring 78	38.40	
3635	Bryan Castillo-#103 Accts. Rec., Foundation Grant, Spring 78	58.00	
3636	Randall Wolber-#103 Accts. Rec., Foundation Grant, Spring 78	90.00	
3637	Duane Hadaway-#320 Tuition Refund, Dropped 2 sem. hrs. Spring	32.00	
3638	Mike Hall-#320 Tuition Refund, Dropped 3 sem. hrs. Spring 78	48.00	
3639	Dale Harshman-#320 Tuition Refund, Dropped 3 sem. hrs. Spring	38.40	
3640	Carol Hastings-#320 Tuition Refund, Dropped 14 sem. hrs. Spring	179.20	
3641	Brian Hereford-#320 Tuition Refund, Dropped 2 sem. hrs. Spring	32.00	
3642	Carolyn Houck-#320 Tuition Refund, Dropped 3 sem. hrs. Spring	38.40	
3643	Jeanese Knight-#320 Tuition Refund, Dropped 3 sem. hrs. Spring	38.40	
3644	Richard Lancaster-#320 Tuition Refund, Dropped 7 sem. hrs. Sp.	89.60	
3645	Bob Love-#320 Tuition Refund, Dropped 3 sem. hrs. Spring 78	38.40	
3646	James McGraw-#320 Tuition Refund, Dropped 2 sem. hrs. Spring 78	32.00	
3647	Susan Mabrey-#320 Tuition Refund, Dropped 2 sem. hrs. Spring 78	25.60	
3648	Beth Mathes-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78	12.80	
3649	Marcia Miatke-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78	12.80	
3650	Ronald Nullendorf-#320 Tuition Refund, Dropped 2 sem. hr. Spring	25.60	
3651	Debbie Nelson-#320 Tuition Refund, Dropped 2 sem. hrs. Spring 78	25.60	
3652	Gerald Nordgren-#320 Tuition Refund, Dropped 2 sem. hrs. Spring	32.00	
3653	Florence Ohlwine-#320 Tuition Refund, Additional refund due, Refund previously at 80%, should have been 100%	9.60	
3654	Rick Pyse-#320 Tuition Refund, Dropped 2 sem. hrs. Spring 78	32.00	
3655	Dennis Reynolds-#320 Tuition Refund, Dropped 3 sem. hrs. Spring	38.40	
3656	Hope Saucedo-#320 Tuition Refund, Dropped 2 sem. hrs. Spring 78	32.00	
3657	Inocencio Saucedo-#320 Tuition Refund, Dropped 2 sem. hrs. Sp.	32.00	
3658	Edward Schweiss-#320 Tuition Refund, Dropped 3 sem. hrs. Spring	38.40	
3659	David Scott-#320 Tuition Refund, Dropped 2 sem. hrs. Spring 78	25.60	
3660	Lawrence Shank-#320 Tuition Refund, Dropped 3 sem. hrs. Spring	48.00	
3661	Kathy Saitchler-#320 Tuition Refund, Dropped 3 sem. hrs. Spring	38.40	
3662	Rose Soliday-#320 Tuition Refund, Dropped 3 sem. hrs. Spring 78	38.40	
3663	Mike Thielen-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78	16.00	
3664	William Volckmann-#320 Tuition Refund, Dropped 3 sem. hrs. Sp.	38.40	
3665	Anna Walter-#320 Tuition Refund, Dropped 3 sem. hrs. Spring 78	38.40	
3666	Jeffrey Wassen-#320 Tuition Refund, Dropped 1 sem. hr. Spring	12.80	
3667	Shirley Wernick-#320 Tuition Refund, Dropped 3 sem. hrs. Spring	38.40	
3668	Wayne Wohrley-#320 Tuition Refund, Dropped 2 sem. hrs. Spring	25.60	
3669	Loren Wolf-#320 Tuition Refund, Dropped 2 sem. hrs. Spring 78	32.00	
3670	Steve Wright-#320 Tuition Refund, Dropped 4 sem. hrs. Spring	51.20	
3671	Jonni Gallentine-#335 Community Services, Dropped Comm. Cr., Sp.	12.80	
3672	Suzanne Walrath-#320 Tuition Refund, Dropped 1 sem. hr. Spring (Emp. Waiver)	.80	
3673	Judith Youker-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78 (Emp. Waiver)	1.00	
3674	Donald Stanton-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78 (Emp. Waiver)	1.00	
3675	Sylvan Long-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78 (Sr. Citizen Waiver)	.80	
3676	Olive Palmer-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78 (Sr. Citizen Waiver)	1.00	
3677	Robert Dean-#320 Tuition Refund, Dropped 1 sem. hr. Spring 78 (Sr. Citizen Waiver)	1.00	
3678	Cora Lyons-#335 Comm. Services, Dropped Comm. Cr., Spring 78 (Sr. Citizen Waiver)	1.00	
3679	Melinda Latchford-#320 Tuition Refund, Dropped 9 sem. hrs. Sp. Cash refund due 8.00; ISSC refund 107.20	8.00	

CHECK #	NAME	DESCRIPTION	AMOUNT
3680	Sharon Vrheil-#320 Tuition Refund; #360 Misc. (Ski Fee)		54.80
	Dropped 1 sem. hr. Spring 78 & refund for ski fee		
3681	Kirby Rogers-#254 Wrestling/Walrath, Officiating, 2/10/78		55.00
3682	Claire Holmberg-#266 Women's Intercoll., Meals for BB team		40.15
3683	Earl Slagle & Son-#264 A.S.B., Posters		60.00
3684	Darryl Lamps-#251 Athletic Exp/Palumbo, Officiating 2/11/78		30.00
3685	Joel Colbert-#251 Athletic Exp/Palumbo, Officiating 2/11/78		30.00
3686	Frank Cesarek-#251 Athletic Exp/Palumbo, Officiating 2/16/78		30.00
3687	John Stone-#251 Athletic Exp/Palumbo, Officiating 2/16/78		30.00
3688	Frank Palumbo-#251 Athletic Exp/Palumbo, Scorer & Timer for 2 games, Muscatine, 2/11/78		20.00
3689	The Kingston Trio-#260 Student Activity, Performance at SVC		3,000.00
3690	Farm & Fleet-#258 Drama Expense, P.O. #5877, Supplies		51.95
3691	Frank Palumbo-#251 Athletic Exp/Palumbo, Meals, Freeport		45.00
3692	Marjorie Krug-#320 Tuition Refund, Dropped 1 sem. hr. Spring		16.00
3693	Holiday Inn of North Aurora-#254 Wrestling/Walrath, Reserv.		87.25
3694	The Sport Shop-#266 Women's Intercoll., Athletic Tape		26.00
3695	Sandra Bruijen-#264 A.S.B., Decorations for Kingston Trio		9.09
3696	SVC Raynell Fund-#330 Child Care 574.14; #352D Disadv. Grant 570.00; #354 CETA 837.50		1,981.64
3697	Susan Janssen-#360 Misc., Ck. for chgs - received transcript		1.00
3698	Stephanie Richter-#360 Misc., Check received for 750.00; Check for chanfe 558.00		558.00
3699	Randy Krepfile- #320 Tuition Refund, Dropped 3 sem. hrs. Sp.		128.00
3700	Claire Holmberg-#266		36.27
3701	Barbara Mickelson-#320 Tuition Refund, Dropped 3 sem. hrs.		38.40
3702	Kenneth Brown-#320 Tuition Refund, Dropped 3 sem. hrs. Sp.		38.40
3703	Richard Clard-#320 Tuition Refund, Dropped 4 sem. hrs. Sp.		64.00
3704	Jane Cripe-#320 Tuition Refund, Dropped 2 sem. hrs. Spring		25.60
3705	Mary Frazer-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		48.00
3706	Rick Ginie-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		48.00
3707	Francis Henkel-#320 Tuition Refund, Dropped 2 sem. hrs. Sp.		32.00
3708	Doug Hoyle-#320 Tuition Refund, Dropped 2 sem. hrs. Spring		32.00
3709	JeAnne Latta-#320 Tuition Refund, Dropped 1 sem. hr. Spring		16.00
3710	Farrest Miller-#320 Tuition Refund, Dropped 3 sem. hrs. Sp.		48.00
3711	Ronal Mullendorf-#320 Tuition Refund, Dropped 2 sem. hrs.		6.40
3712	Elizabeth Myers-#320 Tuition Refund, Dropped 3 sem. hrs. Sp.		38.40
3713	Gregory Nicol-#320 Tuition Refund, Dropped 2 sem. hrs. Sp.		32.00
3714	Robert Ortmann-#320 Tuition Refund, Dropped 3 sem. hrs. Sp.		38.40
3715	Jeannie Shiaras-#320 Tuition Refund, Dropped 2 sem. hrs. Sp.		32.00
3716	Timothy Zigler-#320 Tuition Refund, Dropped 4 sem. hrs. Sp.		64.00
3717	Debra Lilly-#103 Accts. Rec., Foundation Grant, Spring 78		125.00
3718	Walt Lillyman-#352D Disadv. Grant, advertising & mousetraps		21.08
3719	Jerry Mathis-#257 Speech Act., postage for Terre Haute Workshop scripts		1.56
3720	Jerry Mathis-#357 Speech Act., Speech tournament at NIU		56.05
3721	Diane Markel-#320 Tuition Refund, Dropped 3 sem. hrs. Sp. 78		38.40
3722	Kathie Morgan-#103 Accts. Rec., Foundation Grant, Sp. 78		176.00
3723	Dick Siebs-#252 Athletic Exp./Mabee, Starter for track meet		15.00
3724	Thomas Jensen-#360		648.85
3725	Chuck Walrath-#254 Wrestling Exp./Walrath, Meals, Auto, Tolls Lodging		140.95
3726	Margaret Otto-#360 Misc., 2 transcript 2.00, check for chg. 2.00		2.00

CHECK #	NAME	DESCRIPTION	AMOUNT
3727	John French-#354 Wrestling. Exp./Walrath, Milesge & Tolls		41.70
3728	SVC Educational Fund-#301 Student Tuition, Fall Tuition		17,100.78
3729	Rafael Silva-#360, Refund for overpayment of transcript		1.00
3730	Daniel Mabee-#252 Athletic Ex./Mabee, meals - track meet		50.34
3731	Dick Cox-#252 Athletic Exp./Mabee, starter - track meet		15.00
3732	Betty Shipman-#257 Speech Acct., Travel for NIU Tournament		16.95
3733	J & M Electronics, Inc.-#264 A.S.B., Supplies		15.90
3734	Frank Palumbo-#251 Athletic Exp./Palumbo, Scouting at Canton		31.80
3735	Marco Sports Co.-#251 Athletic Exp./Palumbo, 4 Award Jackets		104.00
3736	Sterling-Rock Falls Clinic-#254 Wrestling/Walrath, Paul Lancaster, wrestler		10.00
3737	James E. Miller-#359 II Humanities Gt., Typesetting		1,285.00
3738	The Sport Shop-#251 Athletic Exp./Palumbo, BB shirts (15)		237.75
3739	Patricia Hayner-#335 Comm. Serv., Dropped Comm. Serv. Course, Spring 78		10.00
3740	Marie Kent-#335 Comm. Serv., Dropped Comm. Serv. Course Sp.		16.00
3741	Rebecca LeClair-#335 Comm. Serv., Dropped Comm. Serv. Cr.		16.00
3742	Lawrence Ottens-#335 Comm. Serv., Dropped Comm. Serv. Cr.		10.00
3743	Catherine Seagren-#335 Comm. Serv., Dropped Comm. Serv. Cr. Spring 78 (Emp. Waiver)		1.00
3744	Kim Schweiss-#320 Tuition Refund, Dropped 3 sem. hrs. Spring		38.40
3745	Frank Pintozzi-#103 Accts. Rec., Adult Basic Ed. Gt. #D15		16.65
3746	Beckley-Cardy Co.-#336 Child Care, Supplies		19.37
3747	Claire Holmberg-#266 Women's Intercoll., meals, BB team		35.00
3748	Prentice-Hall Inc.-#258 Drama Exp., Book		19.14
3749	Frank Palumbo-#251 Athletic/Falumbo, Meals, Sec. Tourney		45.00
3750	Films Incorporated-#260 Student Acct., Film Rental		306.00
3751	Elkhorn Corp.-#352D Dissadv. Grant, March rent for Adult Learning Center		300.00
3752	Jay Badger-#360 Misc., U.S. Treas. Ch. 185.00; Less student loan pay. 100.25		84.25
3753	Prophetstown Fire Dept.-#320 Tuition Refund, Refund for sem. (2) hrs., Fall 1977 for Harold Meier		32.00
3754	Gibbons Bus Serv.,-#251 Athletic Exp./Palumbo 187.50 & #266 Women's Intercoll. 321.73, Transportation		509.23
3755	Frank Palumbo-#251 Athletic Exp./Palumbo, Meals at Canton		45.00
3756	Kal Lines of Sterling-#266 Women's Intercoll., Transport.		80.00
3757	Marco Sports Co.-#266 Women's Intercoll., Supplies		46.80
3758	Debbie Miller-#335 Comm. Serv., Course cancelled Spring 78		16.00
3759	Dr. Glenn Waterloo-#373 Adult Edg. Book Chges, Refund check for GED registration fee for: Sanders, Ledford & Schrader		15.00
3760	The Kroger Co.-#330 Child Care, Supplies		28.76
3761	Frank Palumbo-#251 Athletic Exp./Palumbo, Lodging & meals for State Jr. BB Tournament at Danville, IL.		310.00
3762	Holiday Inn-#254 Athletic Exp./Walrath, Lodging, National J. C. Wrestling Tournament		112.00
3763	VOID		
3764	SVC Payroll Fund-#330 Child Care 906.29; #352D Dissadv. Gt 570.00; #354 CETA 802.50, Payroll for 2/28/78		2,278.79

DAK VALLEY COLLEGE

APPROVED BY

Donald J. Costa

PRESIDENT

Lorna Keefer

SECRETARY

DATE

BILLS PAYABLE

MARCH 27, 1978

EDUCATIONAL FUND

110-800-544	VOID CHECK #1544 written February	(replaced by #1614)	\$ - 79.12
	VOID CHECK	1,609	
	SVC PAYROLL FUND	2-28-78 Payroll	1,610
110-310-538	STERLING SCHOOL OF BEAUTY	Cosmetology	1,611
181-000-550	GEORGE E. COLE	Expenses	1,612
120-000-544-01	JOSTENS	Supplies	1,613
110-800-544	JOHN O'BANION	Tuition Reimb.	1,614
	SVC PAYROLL FUND	3-15-78 Payroll	1,615
			\$220,178.94

0.300.543.00	ACE HARDWARE	SUPPLIES	1,616	24.46
1,000.531.00	AMERICAN ARBITRATION ASSN	FEES	1,617	50.00
0,000.545.00	AMERICAN ASSN FOR STATE & LOCAL HISTORY	BOOK	1,618	7.50
0,000.545.00	AMERICAN ASSN VOC INSTR MATERIALS	BOOKS	1,619	5.10
8,000.541.00	AMERICAN COLLEGE TESTING PROG	SUPPLIES	1,620	10.00
0,100.543.00	AMERICAN COUNCIL ON CONSUMER INT	SUPPLIES	1,621	15.00
.000.545.00	AMERICAN HOSPITAL ASSN	BOOKS	1,622	2.50
0,712.543.00	ASPEN SYSTEMS CORP	SUPPLIES	1,623	17.10
0,418.543.00	ASSOCIATION FILMS	SUPPLIES	1,624	37.80
0,000.545.00	BAKER & TAYLOR CO	BOOKS	1,625	26.84
0,000.545.00	BAKER & TAYLOR CO	BOOKS	1,626	879.28
0,613.550.00	JAMES BARBER	TRAVEL	1,627	96.00
0.512.543.00	BELWIN MILLS PUB CO	SUPPLIES	45.00	
0,000.545.00	X X X	29.95	1,628	74.95
2,000.593.00	BLACK HAWK COLLEGE	TUITION	1,629	704.00
0.300.543.00	BOGDOTT INDUS SUPPLY	SUPPLIES	512.38	
0,600.543.00	X X X	1.00	1,630	513.38
0.512.543.00	BOWLING GREEN STATE UNIV	SUPPLIES	1,631	25.00
8,000.550.00	CLATRE BUSCHMANN	TRAVEL	1,632	44.95
0,815.543.00	CAMBRIDGE BOOK CO	SUPPLIES	1,633	447.61
0,600.543.00	CAROLINA BIOL SUPPLY	SUPPLIES	1,634	51.17
6,000.575.00	CENTRAL TELEPHONE CO	SERVICE	1,635	2,019.49
1,000.556.00	CLAYTONS FLORAL SHOP	FLOWERS	1,636	11.50
5,000.550.00	WALTER CLEVINGER	TRAVEL	1,637	81.32
0,000.545.00	COLLEGE BOOKSTORE	BOOKS	1,638	6.00
8,000.541.00	COMMUNITY COLLEGE REVIEW	SUPPLIES	1,639	8.00
0,000.544.02	COMMUNITY GENERAL HOSPITAL	SUPPLIES	1,640	97.00
0,000.545.00	CORPORATE DIRECTORY	BOOK	1,641	5.95
3,000.547.00	COUNCIL FOR ADVANCEMENT & SUPPORT OF EDUC			
0,300.543.00	CRESCENT ELECTRIC SUPPLY	PUB RELA SUPPLIES	1,642	115.00
0,000.545.00	CURRENT AFFAIRS	BOOKS	1,643	522.25
4,511.543.00	THE DAILY GAZETTE	SUPPLIES	1,644	25.00
8,000.541.00	X X	10.20		
2,000.541.00	X X	23.76		
3,000.547.00	X X	468.80		
1,000.549.00	X X	7.56	1,645	521.42

5,000.541.00	DATAPRO	SUPPLIES	1,646	14.00
0,500.550.00	ROSS DILL	TRAVEL	1,647	125.52
2,000.541.00	DIXON EVENING TELEGRAPH	SUPPLIES	17.84	
3,000.547.00	X X X	48.00	1,648	65.84
0,300.543.00	DIXON GARAGE SUPPLY	SUPPLIES	1,649	18.39
0,300.543.00	DIXON MOTORS	SUPPLIES	1,650	10.18
0,300.543.00	DOALL ROCKFORD CO	SUPPLIES	1,651	135.85
0,400.550.00	DONALD DOYLE	TRAVEL	1,652	4.40
0,711.543.00	EATON LABORATORIES	SUPPLIES	1,653	10.00
0,000.545.00	EDUCATIONAL DIMENSIONS GROUP	BOOKS	1,654	25.00
0,000.545.00	FLINTHILLS PRODUCTIONS	BOOKS	1,655	30.00
0,815.543.00	FOLLETT PUBL CO	SUPPLIES	1,656	22.85
1,8,000.544.00	DON FOSTER	RECRUITMENT	1,657	3.60
0,512.543.00	MARK FOSTER MUSIC CO	SUPPLIES	1,658	51.71
0,000.545.00	FRENCH & EUROPEAN PUBL	BOOKS	1,659	23.78
0,000.545.00	GALE RESEARCH CO	BOOKS	1,660	42.77
0,000.544.01	GAYLORD BROS INC	SUPPLIES	1,661	4.70
2,000.585.01	GBH HOME CENTER	EQUIPMENT	1,662	127.07
3,000.550.00	RALPH GELANDER	TRAVEL	1,663	9.00
0,711.543.00	GINDERS HOSPITAL SUPPLY	SUPPLIES	1,664	24.60
0,711.543.00	GIBCO DIAGNOSTICS	SUPPLIES	1,665	44.41
2,000.545.00	HACKER ART BOOKS	BOOKS	1,666	29.29
0,000.544.01	HECKMAN BINDERY	SUPPLIES	1,667	20.39
1,0,300.543.00	HOME LUMBER CO	SUPPLIES	1,668	211.93
7,6,000.575.00	ILL BELL TELEPHONE CO	SERVICE	1,669	160.20
3,2,000.593.00	ILL CENTRAL COLLEGE	TUITION	1,670	1,380.04
3,2,000.593.00	ILL VALLEY COLLEGE	TUITION	1,671	137.80
2,0,000.545.00	INTERHOUSE PUBL	BOOKS	1,672	17.90
1,0,200.543.00	IOWA STATE UNIV PRESS	SUPPLIES	1,673	35.10
3,5,000.565.00	IBM CORPORATION	EQUIP RENTAL	1,674	418.90
1,0,800.530.02	IBM CORP	SERVICE	74.63	
3,1,000.541.00	X X	16.20		
5,2,000.541.00	X X	16.20		
9,2,000.539.00	X X	104.67		
2,0,000.544.01	JOSTENS	SUPPLIES	1,675	211.70
1,0,712.543.00	KSB HOSPITAL	SUPPLIES	1,676	1.55
1,0,713.543.00	X X	8.00		
1,0,813.543.00	KRADLES	SUPPLIES	1,677	16.00
2,0,000.545.00	ROBERT E KRIEGER PUBL	BOOKS	1,678	25.00
9,2,000.593.00	LAKE LAND COLLEGE	TUITION	1,679	10.31
1,0,300.543.00	LAND MARK ENGINEERING	SUPPLIES	1,680	307.00
1,0,511.543.00	LAWYERS FOR THE CREATIVE ARTS	SUPPLIES	1,681	29.92
0,015.530.00	LEROUX	REPAIRS	1,682	2.00
0,000.544.01	LIBRARY OF CONGRESS	SUPPLIES	1,683	13.00
2,0,000.550.00	CAROL LINTON	TRAVEL	1,684	.45
0,712.550.00	ESTHER LONGANECKER	TRAVEL	1,685	15.75
0,000.544.01	MCGREGOR MAGAZINE AGCY	SUPPLIES	1,686	42.00
0,500.550.00	KEN MCLEAN	TRAVEL	1,687	2.00
0,300.543.00	MCMASTER CARR SUPPLY	SUPPLIES	1,688	55.00
0,300.543.00	3M COMPANY	SUPPLIES	1,689	39.84
0,000.545.00	MARLBORO BOOKS	BOOKS	1,690	22.98
0,712.543.00	MEANS SERVICE CENTER	SUPPLIES	1,691	518.52
			1,692	578.55

0.400.543.00	THE MEDIA GUILD	SUPPLIES	1,693	30.00
0.000.530.00	MIDWEST VISUAL EQUIP	SERVICE	1,694	140.05
8.000.541.00	MIDWEST WOMENS CENTER	SUPPLIES	1,695	9.00
5.000.541.00	MOORE BUSINESS FORMS	SUPPLIES	1,696	163.77
0.815.530.00	ED MUELLER A/V	SERVICE 30.75		
0.000.530.00	X X	142.90	1,697	173.65
0.800.542.00	MULTIGRAPHICS DIV	SUPPLIES	1,698	138.59
0.511.543.00	NASCO	SUPPLIES 22.25		
0.600.543.00	X X	46.13	1,699	68.38
0.000.545.00	NATL ASSN OF MANUFACTURERS	BOOKS	1,700	3.00
5.000.562.00	NCR CORP	EQUIP RENTAL	1,701	2,750.95
8.000.541.00	NATL COMPUTER SYSTEMS	SUPPLIES 310.90		
5.000.530.00	X X X	SERVICE 115.00	1,702	425.90
0.000.545.00	NATIONAL GEOGRAPHIC SOC	BOOKS	1,703	72.80
0.711.550.00	HAROLD NELSON	TRAVEL	1,704	72.00
0.400.550.00	FRED NESBIT	TRAVEL	1,705	90.49
0.815.543.00	NEW YORK TIMES	SUBSCR	1,706	12.99
0.500.543.00	NORTHERN ILL LIBRARY SYS	SUPPLIES	1,707	17.00
0.400.543.00	NORTHERN ILL UNIV	SUPPLIES	1,708	13.80
0.512.543.00	W W NORTON & CO	SUPPLIES	1,709	28.59
0.512.543.00	NOVELLO PUBL	SUPPLIES	1,710	5.90
0.715.550.00	FRANK PALUMBO	TRAVEL	1,711	86.00
0.813.543.00	PANELING UNLIMITED	SUPPLIES	1,712	18.24
0.000.545.00	PARKWAY PRESS INC	BOOKS	1,713	7.50
0.715.543.00	PASSONS SPORT CENTER	SUPPLIES	1,714	182.02
0.000.550.00	DUANE PAULSEN	TRAVEL	1,715	7.00
0.512.543.00	J W PEPPER OF DETROIT	SUPPLIES	1,716	42.02
0.800.544.00	MAXINE PETERSEN	TUITION REIMB 3 HRS	1,717	150.00
5.000.550.00	ALAN PFEIFER	TRAVEL	1,718	6.50
0.815.550.00	FRANK PINTOZZI	TRAVEL 26.60		
0.000.550.00	X X	TRAVEL 76.70	1,719	103.30
0.000.544.02	PORTERS CAMERA STORE	SUPPLIES	1,720	7.38
3.000.547.00	THE PRINT SHOP	SUPPLIES	1,721	27.45
0.000.545.00	PUBLIC SERVICE MATERIALS CENTER	BOOKS	1,722	31.50
0.000.545.00	PUBLISHERS CENTRAL BUREAU	BOOKS	1,723	9.48
0.000.544.02	RADIO SHACK CORP	SUPPLIES	1,724	18.98
0.815.543.00	PSYCHOLOGICAL CORP	SUPPLIES	1,725	14.19
0.000.545.00	ROSE DISCOUNT RECORD STORE	BOOKS	1,726	42.11
2.000.585.01	JOE RYERSON & SONS	EQUIPMENT	1,727	370.70
8.000.550.00	JOHN SAGMOE	TRAVEL	1,728	30.65
2.000.541.00	SVC BOOKSTORE	MASTERCHARGE	1,729	37.92
0.100.543.00	SVC BOOKSTORE	SUPPLIES .30		
0.300.543.00	X X	1.64		
0.316.543.00	X X	3.16		
0.500.543.00	X X	7.95		
0.511.543.00	X X	9.19		
0.512.543.00	X X	7.70		
0.711.543.00	X X	.49		
0.800.542.00	X X	.99		
0.800.543.02	X X	9.30		
0.811.541.01	X X	1.47		
0.812.541.02	X X	.71		
1.000.541.00	X X	3.36		
0.800.541.00	X X	39.71		
2.000.541.00	X X	1.32	1,730	87.79

4,300.530.00	SAW SERVICE SHOP	REPAIRS	1,731	17.10
7,000.550.00	RONALD SCHILLING	TRAVEL	1,732	31.10
0,000.545.00	THE SCHOLARS BOOKSHELF	BOOKS	1,733	18.45
0,812.541.02	SCHOLASTIC TESTING SERVICE	SUPPLIES	1,734	27.79
2,711.543.88	SCIENTIFIC PRODUCTS	SUPPLIES	1,735	12.21
2,000.550.88	CATHERINE SEAGREN	TRAVEL	1,736	14.70
0,300.543.00	SEARS/ROEBUCK & CO	SUPPLIES 19.35		
2,000.585.00	X X X	188.65		
2,000.585.01	X X X	EQUIP 436.62	1,737	644.82
0,714.550.00	STANLEY SHIPPERT	TRAVEL	1,738	103.80
0,300.543.00	SNAP ON TOOLS CORP	SUPPLIES	1,739	190.97
0,300.542.00	GLENN SPUTER	SUPPLIES	1,740	25.00
0,800.530.01	STERLING BUS MACHINES	SERVICE 9.46		
0,812.541.01	X X	SUPPLIES 9.18		
0,812.541.02	X X	4.59		
8,000.541.00	X X X	11.10		
1,000.541.00	X X X	22.10		
2,000.541.00	X X X	722.28	1,741	778.71
0,000.544.02	STERLING CAMERA CENTER	SUPPLIES	1,742	16.84
0,100.543.00	C F STOCKER	SUPPLIES	1,743	11.60
0,714.543.00	SUPERTECH INC	SUPPLIES	1,744	82.15
0,000.544.02	TELE TIME SYSTEMS	SUPPLIES	1,745	166.50
0,000.545.00	THOMAS PUBL CO	BOOKS	1,746	75.00
0,200.543.00	TIME LIFE BOOKS	SUPPLIES	1,747	8.08
1,000.541.00	UARCO INC	SUPPLIES	1,748	169.55
4,000.545.00	UNIV OF EVANSVILLE PRESS	BOOKS	1,749	5.45
0,300.543.00	UNIV OF ILLINOIS	SUPPLIES 5.40		
0,000.545.00	X X	8.00	1,750	13.40
0,000.545.00	VISUAL PUBLICATIONS	BOOKS	1,751	30.00
3,000.547.00	W S D R INC	PUB RELA	1,752	200.00
1,000.531.00	WARD WARD CASTENDYCK MURRAY	& PACE SERVICES	1,753	325.00
0,512.543.00	WARNER BROS PUBLICATIONS	SUPPLIES	1,754	18.52
8,000.550.00	MACK WARREN	TRAVEL	1,755	95.69
0,300.543.00	WELDERS SUPPLY CO	SUPPLIES	1,756	150.15
0,000.545.00	WESTERN PUBL CO	BOOKS	1,757	21.32
0,316.543.00	WESTON WOODS	SUPPLIES	1,758	36.00
0,000.545.00	WEST PUBL CO	BOOKS	1,759	226.50
0,416.543.00	JOHN WILEY & SONS	SUPPLIES	1,760	55.02
0,000.545.00	WORLD FUTURE SOCIETY	BOOKS	1,761	25.50
0,000.544.03	XEROX CORP	SUPPLIES	1,762	1,544.90
0,600.543.00	SVC IMPREST FUND	MISC EXPENSES	1,763	1,475.93
0,300.542.00	SVC PETTY CASH FUND	SUPPLIES 1.58		
1,000.541.00	X X X	2.71		
2,000.521.00	PRUDENTIAL INS CO	APRIL PREMIUM	1,764	6.76
0,813.514.01	SVC RESTRICTED PURPOSES FUND	COMM ED SALARY	1,765	10,686.85
			1,766	337.50

TOTAL BILLS

33,886.20

Cks. #1609-1615 and void #1544

220,178.94

TOTAL EDUCATIONAL FUND FOR MARCH

\$ 254,065.14

BUILDING FUND

271-000-530	MONTGOMERY ELEVATOR CO.	Service	4923	\$ 381.19
0.000.544.00	ANCHOR PACKING CO	SUPPLIES	4,933	50.78
0.000.544.00	AUDIOFILE COMMUNICATIONS	SUPPLIES	4,934	16.20
0.000.544.00	BARRICKS MFG CO	SUPPLIES	4,935	36.26
0.000.544.00	BECKLEY CARDY CO	SUPPLIES	4,936	38.81
0.000.544.00	CARDINAL AUTO PARTS	SUPPLIES	4,937	189.31
0.000.544.00	CHEMICAL PUMP SALES & SERV	SUPPLIES	4,938	35.65
0.000.544.00	C B BOILER SERVICE	SUPPLIES	4,939	216.85
6.000.573.00	COMMONWEALTH EDISON CO	SERVICE	4,940	7,973.13
0.000.550.00	LYLE DEXTER	TRAVEL	4,941	30.20
0.060.544.00	DIXON OIL CO	SUPPLIES	4,942	4.86
0.000.544.00	DIXON PAINT CO	SUPPLIES	4,943	23.85
0.000.544.00	ELLER & WILLEY BLOCK CO	SUPPLIES	4,944	8.60
0.000.544.00	ENERGY CONTROLS INC	SUPPLIES	4,945	181.90
0.000.544.00	FISHER CONTROLS CO	SUPPLIES	4,946	89.17
0.000.544.00	FULES HARDWARE	SUPPLIES	4,947	29.43
0.000.544.00	GATEWAY PAPER & SUPPLY	SUPPLIES	4,948	56.75
0.000.544.00	W W GRAINGER	SUPPLIES	4,949	12.41
0.000.550.00	GLADYS GUNTLE	TRAVEL	4,950	8.40
0.000.544.00	HILLS ELECTRIC MOTOR SERV	SUPPLIES	4,951	26.53
0.000.544.00	HOME LUMBER CO	SUPPLIES	4,952	24.88
1.000.530.00	HONEYWELL INC	SERVICE	4,953	2,204.00
0.000.544.00	HOYLE ROAD EQUIP CO	SUPPLIES	4,954	5.52
0.000.544.00	J & M ELECTRONICS	SUPPLIES	4,955	26.30
0.000.544.00	LEE FS INC	SUPPLIES	4,956	321.14
0.000.544.00	LINCOLN RENTALL & SALE	SUPPLIES	4,957	561.85
0.000.544.00	LINDSAY KLEIN CHEV QLDS	SUPPLIES	4,958	22.15
1.000.530.00	DAVID MAYES	SEWAGE TESTING	4,959	150.00
1.000.530.00	MONTGOMERY ELEVATOR	SERVICE	4,960	381.19
0.000.544.00	MORGAN LINEN SERVICE	SUPPLIES	4,961	58.77
0.000.544.00	MOTT BROS CO	SUPPLIES	4,962	24.01
6.000.571.00	NORTHERN ILL GAS CO	SERVICE	4,963	11,681.43
0.000.544.00	OLIN WATER SERVICE	SUPPLIES	4,964	3,783.97
0.000.544.00	P & W SUPPLY	SUPPLIES	4,965	6.54
0.000.544.00	PHOTOCOPY SERVICE CO	SUPPLIES	4,966	306.00
0.000.544.00	PITNEY BOWES	SUPPLIES	4,967	33.07
1.000.530.00	ROCK VALLEY DISPOSAL SERVICE	SERVICE	4,968	10.00
0.000.544.00	SVC BOOKSTORE	SUPPLIES	4,969	2.25
0.000.544.00	SVC EDUCATIONAL FUND	SUPPLIES	4,970	16.27
0.000.544.00	SAUK VALLEY EQUIP CO	SUPPLIES	4,971	168.76
0.000.544.00	SARGENT WELCH SCI CO	SUPPLIES	4,972	32.68
1.000.530.00	SAUNDERS LEASING SYSTEM	SERVICES	4,973	9.45
0.000.544.00	SEARS ROEBUCK & CO	SUPPLIES	4,974	26.45
0.000.544.00	SORENSEN BLDG SERV INC	SUPPLIES	4,975	304.60
0.000.544.00	STERLING BUSINESS MACHINES	SUPPLIES	4,976	15.72
0.000.544.00	STERLING PARK DIST	POOL RENTAL	4,977	32.00
0.000.544.00	WAYNE FEED SUPPLY STORE	SUPPLIES	4,978	180.00
0.000.544.00	WESTERN AUTO STORE	SUPPLIES	4,979	342.85

2,000.544.00	WILLETT HOFMANN & ASSOCIATES	SUPPLIES	4,980	27.00
2,000.544.00	WISCONSIN TURF	SUPPLIES	4,981	179.32
1,000.530.00	YOUNGREN'S REFRIGERATION	SERVICE	4,982	22.50
	SVC IMPREST FUND	MISC EXPENSES	4,983	323.44
2,000.544.00	SVC PETTY CASH	SUPPLIES	4,984	6.73
				<hr/>
		TOTAL BILLS		30,299.93
	Ck. #4923			<hr/> 381.19
	TOTAL BUILDING FUND FOR MARCH		\$	30,681.12

IMPREST FUND

March 1978

192-000-544	Postmaster	Postage	4131	25.00
120-000-545	Illinois Manufactures Direc.	Books	4132	82.40
'70-000-544	Farm & Fleet Wholesale	Supplies	4133	131.68
110-511-530	Randy Burgess	Contractual	4134	72.00
192-000-544	United Parcel Service	Service	4135	6.13
110-100-543	Amer. Institute for Econ. Res.	Supplies	4136	2.00
191-000-549	Marilyn Vinson	Supplies	4137	8.89
270-000-544	Globe Glass	Supplies	4138	50.00
110-813-543	P A C E - I A E A Conference	Supplies (Dues)	4139	25.00
110-813-550	VOID	Reg. fee		60.00
			4140	-35.00
192-000-544	Postmaster	Postage	4141	384.54
110-200-543	Nat'l Garden Bureau, Inc.	Supplies	4142	7.00
270-000-550	E R T C at S I U E	Meeting Expense	4143	68.25
138-000-550	Red Carpet Restaurant	Meeting Expense	4144	26.40
110-117-530	Jean Lennon	Contractual	4145	30.00
110-316-543	C A E Y C	Supplies	4146	2.50
191-000-549	Marilyn Vinson	Supplies	4147	20.95
192-000-544	United Parcel Service	Service	4148	2.85
197-000-550	Northern Illinois University	Meeting Expense	4149	30.00
270-000-544	Farm & Fleet	Supplies	4150	11.45
110-813-543	Today News Service, Inc.	Supplies	4151	32.00
192-000-544	United Parcel Service	Service	4152	6.82
270-000-544	Gilbert Scheffler	Supplies	4153	6.72
270-000-544	Farm & Fleet	Supplies	4154	35.46
197-000-543	Amer. Nat'l Standards Inst.	Supplies	4155	2.75
110-813-543	New York Center for Com. Educ.	Supplies	4156	2.00
110-812-550-01	Ill. Com. College	Meeting Expense	4157	30.00
'81-000-550	" " "	Meeting Expense	"	30.00
191-000-550	" " "	Meeting Expense	"	120.00
110-812-550-01	Nat'l Conference, AAHE	Meeting Expense	4158	60.00
192-000-544	United Parcel Service	Service	4159	4.54
181-000-550	Nat'l Conference, AAHE	Meeting Expense	4160	60.00
120-000-545	Robert Thomas	Books	4161	26.21
138-000-544	Dixon Area Chamber of Com.	Recruitment	4162	100.00
270-000-544	Knox Motor Service, Inc.	Supplies	4163	19.88
110-316-543	Goodyear Publishing Co.	Supplies	4164	14.32
192-000-544	United Parcel Service	Service	4165	2.00
181-000-541	George E. Cole	Supplies	4166	24.68
138-000-541	Alan J. Dixon, Sec. of State	Supplies	4167	5.00
110-500-530	Marvin Thompson	Contractual	4168	169.95
138-000-550	Council on Women's Programs	Meeting Expense	4169	25.00

\$1799.37

EDUCATIONAL FUND 1475.93

BUILDING FUND 323.44

Balance on Hand 1224.63

Disbursements 1799.37

Total in Fund 3024.00

DAIRY VALLEY COLLEGE

APPROVED BY

Donald J. Coplan
PRESIDENT

Lorna Keefer

SECRETARY
DATE

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	72,971.58	72,971.58	61,838.62	11,132.96	127,055.00	54,083.42	54,083.42
DIV OF BUS CONTR SERV	2,768.00	2,768.00	2,768.00	.00	3,600.00	832.00	832.00
DIV OF BUS SUPPLIES	2,386.20	2,386.20	2,089.99	296.21	4,700.00	2,313.80	2,313.80
DIV OF BUS CONF & MEETINGS	875.41	875.41	875.41	.00	1,500.00	624.59	624.59
FOOD SERV CONTR SERV	84.00	84.00	54.00	30.00	350.00	266.00	266.00
FOOD SERV SUPPLIES	196.08	196.08	196.08	.00	825.00	628.92	628.92
FOOD SERV CONF & MEETINGS	219.42	219.42	219.42	.00	250.00	30.58	30.58
DIV OF AGRIC SALARIES	10,011.48	10,011.48	8,563.56	1,447.92	17,975.00	7,963.52	7,963.52
DIV OF AGRIC CONTR SERV	.00	.00	.00	.00	200.00	200.00	200.00
DIV OF AGRIC SUPPLIES	902.94	902.94	805.35	97.59	1,570.00	667.06	667.06
DIV OF AGRIC CONF & MEETINGS	.00	.00	.00	.00	700.00	700.00	700.00
DIV OF INDUS ED SALARIES	66,306.04	66,306.04	56,535.83	9,770.16	103,825.00	42,518.96	42,518.96
DIV OF INDUS ED CONTR SERV	171.22	171.22	154.12	17.10	1,250.00	1,078.78	1,078.78
DIV OF INDUS ED SUPPLIES	6,091.34	6,091.34	4,249.64	1,841.70	14,193.00	8,101.66	8,101.66
DIV OF INDUS ED CONF & MEETINGS	306.94	306.94	306.94	.00	1,465.00	1,158.06	1,158.06
COSMETOLOGY CONTR SERV	29,434.56	29,434.56	21,623.12	7,811.44	31,008.00	1,573.44	1,573.44
COSMETOLOGY SUPPLIES	.00	.00	.00	.00	100.00	100.00	100.00
COSMETOLOGY CONF & MEETINGS	7.50	7.50	7.50	.00	50.00	42.50	42.50
HUMAN SERV ADMIN SALARIES	13,041.89	13,041.89	11,507.55	1,534.34	18,412.00	5,370.11	5,370.11
HUMAN SERV CONTR SERV	65.00	65.00	65.00	.00	350.00	285.00	285.00
HUMAN SERV SUPPLIES	642.96	642.96	537.94	105.02	1,200.00	557.04	557.04
HUMAN SERV CONF & MEETINGS	309.17	309.17	309.17	.00	550.00	240.83	240.83
DIV OF SOC SCI SALARIES	62,674.19	62,674.19	53,558.93	9,115.26	102,500.00	34,825.81	34,825.81
DIV OF SOC SCI SUPPLIES	1,241.07	1,241.07	1,108.46	132.61	2,172.00	930.93	930.93
SOC SCI CONF & MEETINGS	466.44	466.44	411.64	54.80	1,320.00	853.56	853.56
CRIM JUS ADMIN SALARIES	13,058.57	13,058.57	12,228.15	1,630.42	19,565.00	5,706.43	5,706.43
CRIM JUS INSTR SALARIES	7,750.10	7,750.10	6,531.25	1,218.85	14,250.00	6,499.90	6,499.90
CRIM JUS CONTR SERV	522.24	522.24	522.24	.00	300.00	222.24	222.24
CRIM JUS SUPPLIES	1,376.03	1,376.03	1,283.21	92.82	2,750.00	1,373.97	1,373.97
CRIM JUS CONF & MEETINGS	1,013.34	1,013.34	1,013.34	.00	940.00	73.34	73.34
LIBRARY TECH SUPPLIES	.00	.00	.00	.00	250.00	250.00	250.00
DIV OF FIRE SCI CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
FIRE SCI SUPPLIES	1.415.46	1.415.46	1.399.77	15.69	1.625.00	209.54	209.54
FIRE SCI CONF & MEETINGS	189.00	189.00	189.00	.00	400.00	211.00	211.00
DIV OF HUMANITIES SALARIES	101.885.93	101.885.93	86.922.71	14.963.22	160.525.00	58.639.07	58.639.07
DIV OF HUMANITIES CONTR SERV	169.95	169.95		169.95	500.00	330.05	330.05
DIV OF HUMAN SUPPLIES	807.14	807.14	712.09	95.05	2.374.00	1.566.86	1.566.86
DIV OF HUMAN CONF & MEETINGS	920.82	920.82	740.30	180.52	1.266.00	345.18	345.18
ART DEPT SALARIES	8.345.79	8.345.79	7.004.13	1.341.66	15.725.00	7.379.21	7.379.21
ART DEPT CONTR SERV	72.00	72.00		72.00	330.00	258.00	258.00
ART DEPT SUPPLIES	1.249.21	1.249.21	1.474.49	225.23 CR	1.602.00	352.79	352.79
ART DEPT CONF & MEETINGS	109.00	109.00	109.00	.00	109.00	.00	.00
MUSIC DEPT SALARIES	17.627.04	17.627.04	15.072.88	2.554.16	31.675.00	14.047.96	14.047.96
MUSIC DEPT CONTR SERV	598.00	598.00	598.00	.00	700.00	102.00	102.00
MUSIC DEPT SUPPLIES	1.363.15	1.363.15	1.125.63	237.52	1.584.00	220.85	220.85
MUSIC DEPT CONF & MEETINGS	.00			.00	228.00	228.00	228.00
DIV OF MATH SCI SALARIES	91.529.42	91.529.42	78.178.74	13.350.68	142.350.00	50.820.58	50.820.58
DIV OF MATH SCI CONTR SERV	.00			.00	700.00	700.00	700.00
MATH SCI SUPPLIES	5.126.49	5.126.49	4.962.23	164.26	8.801.00	3.674.51	3.674.51
MATH SCI CONF & MEETINGS	42.21	42.21	42.21	.00	1.166.00	1.123.79	1.123.79
MED LAB TECH SALARIES	14.855.00	14.855.00	13.175.00	1.680.00	20.850.00	5.995.00	5.995.00
MED LAB TECH CONTR SERV	204.25	204.25	204.25	.00	400.00	195.75	195.75
MED LAB TECH SUPPLIES	5.461.03	5.461.03	5.376.12	84.91	5.691.00	229.97	229.97
MED LAB TECH CONF & MEETINGS	270.40	270.40	198.40	72.00	410.00	139.60	139.60
ADN ADMIN SALARIES	10.704.64	10.704.64	9.121.30	1.583.34	19.000.00	8.295.36	8.295.36
ADN INSTR SALARIES	42.092.17	42.092.17	35.902.57	6.189.60	67.610.00	25.517.83	25.517.83
ADN OFC SALARIES	4.573.00	4.573.00	4.035.00	538.00	6.456.00	1.883.00	1.883.00
ADN CONTR SERV	.00			.00	25.00	25.00	25.00
ADN SUPPLIES	1.223.30	1.223.30	1.153.23	70.07	1.480.00	256.70	256.70
ADN CONF & MEETINGS	1.239.64	1.239.64	1.197.64	42.00	1.495.00	255.36	255.36
LPN SALARIES	35.536.78	35.536.78	31.649.28	3.887.50	49.855.00	14.319.22	14.319.22
LPN CONTR SERV	.00			.00	75.00	75.00	75.00
LPN SUPPLIES	1.028.45	1.028.45	942.47	85.98	1.590.00	561.55	561.55
LPN CONF & MEETINGS	121.58	121.58	121.58	.00	740.00	618.42	618.42
RAD TECH SALARIES	11.820.00	11.820.00	10.440.00	1.380.00	16.560.00	4.740.00	4.740.00
RAD TECH CONTR SERV	.00			.00	700.00	700.00	700.00
RAD TECH SUPPLIES	1.677.01	1.677.01	1.557.49	119.52	2.785.00	1.107.99	1.107.99
RAD TECH CONF & MEETINGS	551.10	551.10	447.30	103.80	1.000.00	448.90	448.90
DIV OF PHYS ED SALARIES	33.076.83	33.076.83	28.165.01	4.911.82	54.850.00	21.773.17	21.773.17

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF PHYS ED SUPPLIES	1,651.95	1,651.95	863.78	783.17	2,172.00	520.05	520.05
DIV OF PHYS ED CONF & MEETINGS	158.10	158.10	72.10	86.00	602.00	443.90	443.90
PART TIME OVERLOAD SALARIES BUNCH	5,681.00	5,681.00	4,313.00	1,368.00	17,150.00	11,469.00	11,469.00
NIGHT PREMIUMS BUNCH	100.00	100.00		100.00		100.00 CR	100.00 CR
PART TIME OVERLOAD SAGMOE	4,900.00	4,900.00	4,600.00	300.00	10,600.00	5,700.00	5,700.00
PART TIME OVERLOAD WILLIAMS	66,255.76	66,255.76	45,952.83	20,302.93	102,000.00	35,744.24	35,744.24
NIGHT PREMIUMS WILLIAMS	1,200.00	1,200.00	1,200.00	.00		1,200.00 CR	1,200.00 CR
SUMMER SESSION SALARIES	73,961.67	73,961.67	73,961.67	.00	74,259.00	297.33	297.33
INSTR ADMIN SECUR SALARIES	18,195.43	18,195.43	15,544.98	2,650.45	27,086.00	8,890.57	8,890.57
WORKROOM CONTR SERV	1,040.46	1,040.46	1,031.00	9.46	1,100.00	59.54	59.54
INSTR UNALLOCATED CONTR SERV	833.05	833.05	758.42	74.63	2,000.00	1,166.95	1,166.95
FACULTY IN SERVICE TRAINING	839.15	839.15	789.15	50.00	5,000.00	4,160.85	4,160.85
WORKROOM SUPPLIES	146.48	146.48	133.92	12.56	1,000.00	853.52	853.52
FACULTY OFFICE SUPPLIES	513.62	513.62	466.33	47.29	800.00	286.38	286.38
INSTITUTIONAL COMMITTEES SUPPLIES	226.51	226.51	200.65	25.86	200.00	26.51 CR	26.51 CR
TUITION REIMBURSEMENT	2,849.70	2,849.70	2,699.70	150.00	5,500.00	2,650.30	2,650.30
ARTS & SCI DEAN SALARY	18,416.61	18,416.61	16,249.95	2,166.66	26,000.00	7,583.39	7,583.39
ASST DEAN SALARY	13,229.55	13,229.55	11,360.01	1,869.54	19,773.00	6,543.45	6,543.45
ARTS & SCI DEAN SECUR	5,546.32	5,546.32	4,921.32	625.00	8,056.00	2,509.68	2,509.68
ARTS & SCI FED WORK STUDY	10,403.29	10,403.29	8,683.33	1,719.91	22,577.00	12,173.71	12,173.71
ARTS & SCI STATE WORK STUDY	1,090.93	1,090.93	1,023.35	67.58		1,090.93 CR	1,090.93 CR
STUDENT TUTORS	2,082.00	2,082.00	1,842.00	240.00	2,500.00	418.00	418.00
ARTS & SCI DEAN SUPPLIES	649.73	649.73	574.46	75.27	900.00	250.27	250.27
ARTS & SCI ASST DEAN SUPPLIES	379.23	379.23	354.01	25.22	400.00	20.77	20.77
ARTS & SCI DEAN CONF & MEETINGS	86.51	86.51	86.51	.00	720.00	633.49	633.49
ASST DEAN CONF & MEETINGS	147.72	147.72	147.72	.00	360.00	212.28	212.28
CAREER ED DEAN SALARY	18,062.50	18,062.50	15,937.50	2,125.00	25,500.00	7,437.50	7,437.50
ASST DEAN SALARY	13,458.39	13,458.39	11,875.05	1,583.34	19,000.00	5,541.61	5,541.61
CAREER ED SECUR SALARY	5,975.50	5,975.50	5,272.50	703.00	8,436.00	2,460.50	2,460.50
CAREER ED FED WORK STUDY	5,122.71	5,122.71	3,965.64	1,157.07	14,380.00	3,257.29	3,257.29
CAREER ED STATE WORK STUDY	2,429.90	2,429.90	2,300.71	129.19		2,429.90 CR	2,429.90 CR
SVC EMPLOYEES	3,974.48	3,974.48	3,652.45	322.03	6,000.00	2,025.52	2,025.52
CAREER ED DEAN SUPPLIES	1,117.27	1,117.27	975.03	142.24	1,500.00	382.73	382.73
ASST DEAN SUPPLIES	381.94	381.94	322.83	59.11	750.00	368.06	368.06
CAREER ED DEAN CONF & MEETINGS	348.87	348.87	308.87	40.00	1,500.00	1,151.13	1,151.13
ASST DEAN CONF & MEETINGS	90.90	90.90	90.90	.00	500.00	409.10	409.10
COMMUNITY ED ADMIN SALARIES	14,761.61	14,761.61	13,024.95	1,736.66	20,840.00	6,078.39	6,078.39

Account	Expenditures	To Date	To Date	This Mo.	Budget	Unexpended	Unencumbered
				562.50		3 5.	
						3 025.00	
						.6 .4	
						2 290.00	
SKILL						1.144.63	
ACADEM SKILLS FED WORK STUDY	1.865.65	1.865.65	1.551.61	314.04	2.700.00	834.35	834.35
ACADEM SKILLS STATE WORK STUDY	218.21	218.21	150.63	67.58		218.21 CR	218.21 CR
ACADEM SKILLS CONTR SERV	69.75	69.75	26.00	43.75	500.00	430.25	430.25
DISADVANTAGED GRANT	7.000.00	7.000.00	7.000.00	.00	7.000.00	.00	.00
ACADEMIC SKILLS SUPPLIES	1.593.88	1.593.88	1.068.57	525.31	3.000.00	1.406.12	1.406.12
ACADM SKILLS CONF & MEETINGS	149.31	149.31	122.71	26.60	300.00	150.69	150.69
LRG ADMIN SALARIES	13.458.39	13.458.39	11.875.05	1.583.34	19.000.00	5.541.61	5.541.61
LRG PROF SALARIES	24.958.29	24.958.29	21.341.63	3.616.66	44.850.00	14.891.71	14.891.71
LRG SECR SALARIES	14.709.97	14.709.97	12.947.63	1.762.34	21.148.00	6.438.03	6.438.03
LRG FED WORK STUDY	4.872.13	4.872.13	4.116.85	755.28	9.800.00	4.927.87	4.927.87
LRG STATE WORK STUDY	818.23	818.23	592.98	225.25		818.23 CR	818.23 CR
LRG CONTR SERV	1.682.92	1.682.92	1.399.97	282.95	3.500.00	1.817.08	1.817.08
LIBRARY SUPPLIES	5.878.39	5.878.39	5.662.68	215.71	8.300.00	2.421.61	2.421.61
A V SUPPLIES	4.313.14	4.313.14	3.867.11	446.03	6.400.00	2.086.86	2.086.86
XEROX SUPPLIES	943.86 □	943.86 CR	1.089.18 □	145.32	2.000.00	2.943.86	2.943.86
LIBRARY BOOKS	15.954.77	15.954.77	14.113.36	1.841.41	25.000.00	9.045.23	9.045.23
LRG CONF & MEETINGS	295.97	295.97	212.27	83.70	600.00	304.03	304.03
ADM & REC SALARIES	26.350.00	26.350.00	23.250.00	3.100.00	37.200.00	10.850.00	10.850.00
ADM & REC SECR SALARIES	22.005.75	22.005.75	19.492.79	2.512.96	26.678.00	4.672.25	4.672.25
ADM & REC FED WORK STUDY	3.646.66	3.646.66	3.088.16	558.50	4.500.00	853.34	853.34
ADM & REC CONTR SERV	493.60	493.60	493.60	.00	390.00	103.60 CR	103.60 CR
ADM & REC SUPPLIES	2.498.42	2.498.42	2.283.30	215.12	4.800.00	2.301.58	2.301.58
ADM & REC CONF & MEETINGS	.00			.00	500.00	500.00	500.00
COUNSELING PROF SALARIES	56.565.53	56.565.53	44.973.11	6.592.42	80.550.00	23.984.47	23.984.47
COUNSELING SECR SALARIES	4.619.39	4.619.39	4.036.96	582.43	6.589.00	1.969.61	1.969.61
HEALTH SERV SUPPLIES	25.95	25.95	25.95	.00	300.00	274.05	274.05
FIN AIDS PROF SALARIES	14.343.75	14.343.75	12.656.25	1.687.50	20.250.00	5.906.25	5.906.25
FIN AIDS SECR SALARIES	4.441.25	4.441.25	3.918.75	522.50	6.270.00	1.828.75	1.828.75
STUDENT SERV ADMTN SALARIES	17.566.61	17.566.61	15.499.95	2.066.66	24.800.00	7.233.39	7.233.39
STUDENT SERV SECR SALARIES	4.860.94	4.860.94	4.285.94	575.00	6.900.00	2.039.06	2.039.06

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
STUDENT SERV FED WORK STUDY	20593.89	20593.89	17,696.43	15,102.73	46,035.00	25,441.11	25,441.11
STUDENT SERV STATE WORK STUDY	6,198.26	6,198.26	5,491.16	707.10		6,198.26 CR	6,198.26 CR
COACHING SALARIES	5,800.00	5,800.00	4,050.00	1,750.00	9,300.00	3,500.00	3,500.00
STUDENT SERV CONTR SERV	136.00	136.00	136.00	.00	300.00	164.00	164.00
STUDENT SERV SUPPLIES	4,913.34	4,913.34	4,300.85	612.49	9,000.00	4,086.66	4,086.66
STUDENT RECRUITMENT	774.00	774.00	670.40	103.60	2,000.00	1,226.00	1,226.00
COMMENCEMENT	506.68	506.68	506.68	.00	4,000.00	3,493.32	3,493.32
STUDENT SERV CONF & MEETINGS	1,787.80	1,787.80	1,565.11	222.69	4,300.00	2,512.20	2,512.20
VETERANS GRANT SALARY	9,775.00	9,775.00	8,625.00	1,150.00	13,800.00	4,025.00	4,025.00
VETERANS SECR	3,590.94	3,590.94	3,115.94	475.00	5,698.00	2,107.06	2,107.06
VETERANS GRANT SUPPLIES	963.84	963.84	955.68	8.16	2,500.00	1,536.16	1,536.16
VETERANS GRANT CONF & MEETINGS	382.23	382.23	382.23	.00	1,200.00	817.77	817.77
PUB SERV SALARIES		.00		.00	3,500.00	3,500.00	3,500.00
PUB SERV CONTR SERV		.00		.00	500.00	500.00	500.00
PUB SERV SUPPLIES		.00		.00	500.00	500.00	500.00
SERVICE STAFF SALARIES	184,238.67	184,238.67	162,649.28	21,589.39	279,150.00	94,911.33	94,911.33
MAINT BOYS FED WORK STUDY	31,263.05	31,263.05	27,516.80	3,746.25	76,933.00	45,669.95	45,669.95
MATRONS FED WORK STUDY	7,600.11	7,600.11	6,913.55	686.56		7,600.11 CR	7,600.11 CR
MAINT BOYS STATE WORK STUDY	1,314.04	1,314.04	1,169.16	144.88		1,314.04 CR	1,314.04 CR
MATRONS STATE WORK STUDY	597.29	597.29	597.29	.00		597.29 CR	597.29 CR
TELEPHONE	14,570.84	14,570.84	12,637.32	1,933.52	22,800.00	8,229.16	8,229.16
PRESIDENTS SALARY	24,791.61	24,791.61	21,874.95	2,916.66	35,000.00	10,208.39	10,208.39
PRES SECR	6,539.49	6,539.49	5,741.71	797.78	10,250.00	3,710.51	3,710.51
PRES OFC FED WORK STUDY	1,250.57	1,250.57	1,127.33	123.24	2,465.00	1,214.43	1,214.43
PRES OFC CONTR SERV		.00		.00	100.00	100.00	100.00
PRES OFC SUPPLIES	1,662.63	1,662.63	1,434.78	227.85	3,000.00	1,337.37	1,337.37
PRES OFC CONF & MEETINGS	1,448.90	1,448.90	1,189.71	259.19	2,500.00	1,051.10	1,051.10
SPECIAL AFFAIRS	864.60	864.60	853.10	11.50	1,500.00	635.40	635.40
BUS OFC ADMIN SALARIES	22,100.00	22,100.00	19,500.00	2,600.00	31,200.00	9,100.00	9,100.00
BUS OFC PROF SALARIES	14,520.89	14,520.89	12,812.55	1,708.34	20,500.00	5,979.11	5,979.11
BUS OFC SECR	29,728.44	29,728.44	25,842.54	3,885.90	47,525.00	17,796.56	17,796.56
BUS OFC FED WORK STUDY	3,722.98	3,722.98	3,340.04	382.94	4,900.00	6,177.02	6,177.02
BUS OFC STATE WORK STUDY	258.50	258.50	258.50	.00		258.50 CR	258.50 CR
BUS OFC CONTR SERV	2,343.46	2,343.46	2,343.46	.00	2,200.00	1,434.46 CR	1,434.46 CR
BUS OFC SUPPLIES	3,941.35 CR	3,941.35 CR	3,693.09 CR	248.26 CR	8,000.00	11,941.35	11,941.35
BUS OFC CONF & MEETINGS	1,604.08	1,604.08	1,573.63	30.45	2,000.00	395.92	395.92

			Prev. Mo. To Date		Unexpended	Unencumbered
PUB RELA ADMIN SALARIES	14.025.00	14.025.00	12.375.00	1.650.00	19.800.00	5.775.00
PUB RELA SECR SALARIES	1.402.99	1.402.99	1.224.79	178.20	6.250.00	4.847.01
PUB RELA SUPPLIES	21.100.26	21.100.26	20.051.97	1.048.29	43.000.00	21.899.74
PUB RELA CONF & MEETINGS	123.00	123.00	114.00	9.00	750.00	627.00
AUDITING & LEGAL	8.885.65	8.885.65	8.510.65	375.00	13.000.00	4.114.35
ELECTIONS & OTHER	516.14	516.14	328.90	187.24	2.750.00	2.233.86
BOARD CONF & MEETINGS	1.588.28	1.588.28	1.468.28	120.00	2.000.00	411.72
INSTITUTIONAL SECR	4.710.36	4.710.36	4.156.20	554.16	6.650.00	1.939.64
GROUP MEDICAL & LIFE INS	97.079.34	97.079.34	86.747.91	10.331.43	113.200.00	16.120.66
UNEMPLOYMENT COMPENSATION			.00		11.500.00	11.500.00
UNALLOCATED CONTR SERV	1.348.61	1.348.61	1.243.94	104.67	2.100.00	751.39
FACULTY ASSN SUPPLIES	31.67	31.67	25.65	6.02	200.00	168.33
POSTAGE	13.152.18	13.152.18	12.720.30	431.88	25.080.00	11.927.82
PUBLICATIONS & DUES	1.340.00	1.340.00	1.340.00	.00	6.200.00	4.860.00
ADVERTISING	137.46	137.46	137.46	.00	500.00	362.54
RECRUITMENT	1.813.06	1.813.06	1.813.06	.00	2.000.00	186.94
GENERAL INSURANCE	28.658.81	28.658.81	28.688.87	30.06 CR	32.000.00	3.341.19
CAPITAL OUTLAY	11.088.89	11.088.89	10.900.24	188.65	23.691.00	12.602.11
STATE VOC EQUI PME VT	7.517.24	7.517.24	6.582.65	934.59	7.517.24 CR	7.517.24 CR
TUITION CHARGE BACK	16.735.22	16.735.22	14.206.33	2528.84	20.000.00	3.264.78
INSTITUTIONAL RES SUPPLIES	142.86	142.86	136.70	6.16	900.00	757.14
INST RES CONF & MEETINGS			.00		500.00	500.00
DATA PROC PROF SALARIES	34.566.61	34.566.61	30.499.95	4.066.66	48.800.00	14.233.39
DATA PROC NON ACADEM SALARIES	4.369.62	4.369.62	3.836.28	533.34	6.400.00	2.030.38
DATA PROC FED WORK STUDY	1.651.15	1.851.15	1.558.32	292.83	3.800.00	1.948.85
DATA PROC STATE WORK STUDY	575.41	575.41	460.13	115.28	575.41 CR	575.41 CR
DATA PROC CONTR SERV	8.031.60	8.031.60	7.916.60	115.00	9.216.00	1.184.40
DATA PROC SUPPLIES	3.045.24	3.045.24	2.695.13	350.11	3.600.00	554.76
DATA PROC CONF & MEETINGS	521.29	521.29	433.47	87.82	1.000.00	478.71
DATA PROC EQUIP RENTAL	26.126.55	26.126.55	22.754.25	3.372.30	45.012.00	18.885.45
AFFIRM ACTION CONTR SERV			.00		250.00	250.00
AFFIRM ACTION SUPPLIES	98.68	98.68	73.88	24.80	400.00	301.32
AFFIRM ACTION CONF & MEETINGS	892.74	892.74	831.64	61.10	1.000.00	107.26
CONTINGENCIES			.00		34.692.00 CR	34.692.00 CR

2024.567.72 + 2,024,567.72 1,771,411.24 253,156.48 13,110,603.00 + 1,086,035.28 1,006,035.28

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MAINT & BLDG SUPPLIES	16,953.77	16,953.77	9,647.13	7,306.64	55,000.00	38,046.23	38,046.23
CONF & MEETINGS	225.05	225.05	186.45	38.60	1,000.00	774.95	774.95
SERVICE EQUIPMENT	4,433.25	4,433.25	4,433.25	.00	10,000.00	5,566.75	5,566.75
MAINT CONTR SERV	14,940.13	14,940.13	11,781.80	3,158.33	26,600.00	11,659.87	11,659.87
GAS	57,161.80	57,161.80	45,527.11	11,634.69	99,800.00	42,638.20	42,638.20
ELECTRIC	58,162.60	58,162.60	50,189.47	7,973.13	116,000.00	57,837.40	57,837.40
RENTAL	112.00	112.00	112.00	.00	1,000.00	888.00	888.00
CONTINGENCIES			.00	.00	15,000.00	15,000.00	15,000.00

151,988.60	151,988.60	121,877.21	30,111.39	324,400.00	172,411.40	172,411.40
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SITE & CONSTRUCTION FUND

SITE IMPROVEMENT	.00		.00	50,000.00	50,000.00	50,000.00	
NEW BUILDINGS & ADDITIONS	.00		.00	45,000.00	45,000.00	45,000.00	
BLDG IMPROVEMENTS	247.50	247.50	247.50	.00	5,000.00	4,752.50	4,752.50
OFFICE EQUIPMENT	.00		.00	10,000.00	10,000.00	10,000.00	
INSTR EQUIPMENT	891.96	891.96	891.96	.00	10,000.00	9,108.04	9,108.04
SERVICE EQUIPMENT	.00		.00	10,000.00	10,000.00	10,000.00	
OTHER CAPITAL OUTLAY	38.44	38.44	38.44	.00	20,000.00	19,961.56	19,961.56

1,177.90	1,177.90	1,177.90	.00	150,000.00	148,822.10	148,822.10
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BOND & INTEREST #1

DEBT PRINCIPAL RETIREMENT	225,000.00	225,000.00	225,000.00	.00	225,000.00	.00	.00
INTEREST	39,375.00	39,375.00	39,375.00	.00	74,700.00	35,325.00	35,325.00
OTHER CHARGES	143.75	143.75	143.75	.00	500.00	356.25	356.25

264,518.75	264,518.75	264,518.75	.00	300,200.00	35,681.25	35,681.25
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BOND & INTEREST #2

DEBT PRINCIPAL RETIREMENT	115,000.00	115,000.00	115,000.00	.00	115,000.00	.00	.00
INTEREST	4,600.00	4,600.00	4,600.00	.00	4,600.00	.00	.00
OTHER CHARGES	84.50	84.50	84.50	.00	500.00	415.50	415.50

119,684.50	119,684.50	119,684.50	.00	120,100.00	415.50	415.50
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WORKING CASH FUND

MISC. EXPENSES	201.23	201.23	201.23	.00	250.00	201.23	48.77
	201.23	201.23	201.23	.00	250.00	201.23	48.77

REVENUE REPORT

EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CURRENT TAXES	714,184.58	714,184.58	718,952.63	231.95	710,373.00	8,811.58 CR	8,811.58 CR
BACK TAXES	319.99	319.99	105.33	214.66		319.99 CR	319.99 CR
IN LIEU OF TAXES	229.14	229.14		229.14		229.14 CR	229.14 CR
CHARGE BACK REVENUE	10,265.43	10,265.43	9,349.90	915.53	10,000.00	265.43 CR	265.43 CR
SUMMER STATE APPORT	105,364.44	105,364.44	105,364.44	.00	105,364.00	.44 CR	.44 CR
FALL STATE APPORT	504,846.87	504,846.87	504,856.64	4,990.23	567,586.00	57,739.13	57,739.13
SPRING STATE APPORT			.00	.00	575,229.00	575,229.00	575,229.00
ICCB EQUALIZATION GRANT	9,846.40	9,846.40	9,753.58	92.82	19,450.00	9,603.60	9,603.60
VOC ED REG REIMB	48,225.00	48,225.00	48,225.00	.00	115,000.00	66,775.00	66,775.00
VOC ED EQUIP REIMB	697.00	697.00	697.00	.00	3,161.00	2,464.00	2,464.00
STATE WORK STUDY	4,438.08	4,438.08	3,806.08	632.00	17,000.00	12,561.92	12,561.92
OTHER ILL REVENUE	10,437.00	10,437.00	10,437.00	.00	20,000.00	9,563.00	9,563.00
HEW TITLE 2			.00	.00	3,500.00	3,500.00	3,500.00
VETERANS COST OF INSTR			.00	.00	17,972.00	17,972.00	17,972.00
FED WORK STUDY	66,828.83	66,828.83	55,841.32	10,987.51	143,200.00	76,371.17	76,371.17
VETERANS REPORTING FEE	3,249.00	3,249.00	3,249.00	.00	8,500.00	5,251.00	5,251.00
SUMMER TUITION	66,352.41	66,352.41	66,352.41	.00	66,352.00	.41 CR	.41 CR
FALL TUITION	367,100.78	367,100.78	350,000.00	17,100.78	376,478.00	3,377.22	3,377.22
SPRING TUITION			.00	.00	391,682.00	391,682.00	391,682.00
GRADUATION FEES			.00	.00	400.00	400.00	400.00
TRANSCRIPT FEES	767.50	767.50	617.50	150.00	700.00	67.50 CR	67.50 CR
PUB SERV INCOME			.00	.00	4,500.00	4,500.00	4,500.00
INTEREST ON INVESTMENTS	1,516.43	1,516.43		1,516.43	100.00	1,416.43 CR	1,416.43 CR
OTHER REVENUE	165.00	165.00	121.40	43.60	100.00	65.00 CR	65.00 CR

1.924,033.86 T 1.924,033.83 T 1.837,729.23 T 37,104.65 T 3,166,647.00 T 1.241.813.12 T 1.241.813.12 T

BUILDING FUND

CURRENT TAXES	179,862.37	179,862.37	179,804.36	58.01	177,592.00	2,270.37 CR	2,270.37 CR
BACK TAXES	79.97	79.97	26.33	53.64		79.97 CR	79.97 CR
IN LIEU OF TAXES	57.31	57.31		57.31		57.31 CR	57.31 CR
INTEREST ON INVESTMENTS	1,249.31	1,249.31	1,249.31	.00	200.00	1,049.31 CR	1,049.31 CR
MISC REVENUE	702.00	702.00	639.00	63.00	1,000.00	298.00	298.00

181,950.96 T 181,950.96 T 181,719.00 T 231.96 T 178,792.00 T 3,158.96 CR 3,158.96 CR

SITE AND CONSTRUCTION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
VOC ED							
ANNEXTER REVENUE	36,444.00	36,444.00	31,888.50	4,555.50	48,000.00	11,556.00	11,556.00
UNIT 5 REVENUE	7,000.00	7,000.00	6,000.00	1,000.00	12,000.00	5,000.00	5,000.00
INTEREST ON INVESTMENTS	29,816.18	29,816.18	18,011.42	11,804.76	25,000.00	4,816.18 CR	4,816.18 CR
	73,260.18 T	73,260.18 T	55,899.92 T	17,360.26 T	85,000.00 T	11,739.82 T	11,739.82 T
<u>BOND AND INTEREST #1</u>							
CURRENT TAXES	304,097.22	304,097.22	303,999.14	98.08	300,430.00	3,667.22 CR	3,667.22 CR
BACK TAXES	150.34	150.34	51.10	99.24		150.34 CR	150.34 CR
IN LIEU OF TAXES	96.89	96.89		96.89		96.89 CR	96.89 CR
INTEREST ON INVESTMENTS	4,060.12	4,060.12	3,835.12	225.00	6,000.00	1,939.88	1,939.88
	308,404.57 T	308,404.57 T	307,885.36 T	519.21 T	306,430.00 T	1,974.57 CR	1,974.57 CR
<u>BOND AND INTEREST #2</u>							
CURRENT TAXES	121,321.00	121,321.00	121,281.87	39.13	114,875.00	1,446.00 CR	1,446.00 CR
BACK TAXES	54.96	54.96	18.25	36.71		54.96 CR	54.96 CR
IN LIEU OF TAXES	38.65	38.65		38.65		38.65 CR	38.65 CR
INTEREST ON INVESTMENTS	1,599.77	1,599.77	1,599.77	.00	1,200.00	399.77 CR	399.77 CR
	123,014.35 T	123,014.30 T	122,899.89 T	114.49 T	121,075.00 T	1,939.38 CR	1,939.38 CR
<u>WORKING CASH FUND</u>							
SALE OF BONDS	90,000.00	90,000.00	90,000.00	.00	90,000.00	.00	.00
INTEREST ON INVESTMENTS	18,882.66	18,882.66	18,882.66	.00	10,000.00	8,882.66 CR	8,882.66 CR
	108,882.66 T	108,882.66 T	108,882.66 T	.00 T	100,000.00 T	8,882.66 CR	8,882.66 CR

SAUK VALLEY COLLEGE

APPROVED BY

Herald F. Caplan
PRESIDENT

Lorna Keefer

SECRETARY
DATE