

SAUK VALLEY COLLEGE BOARD OF TRUSTEES ADJOURNED MEETING MINUTES

June 26, 1979

The Board of Trustees of Sauk Valley College met in an adjourned meeting on June 26, 1979 at 3:30 p.m. in the Board Room of Sauk Valley College.

Call to Order: Chairman Reigle called the meeting to order at 3:41 p.m. and the following members answered roll call:

Kay Fisher	Lorna Keefer
Oscar Koenig	Juanita Prescott
William Reigle	Bruce Yearian
Ann Powers	

Absent: John Fassler

Tentative Budget: Discussion was held on the tentative budget. Member Prescott questioned the 3% enrollment increase projected for FY 80. Some of the areas examined by the Board were part-time and overload salaries, workstudy allocations, and they examined the non-salaried budget items one by one. The Deans answered questions on the increases in this area.

Arrival: Member Fassler arrived at 3:50 p.m.

Increasing energy costs, workstudy funding, and inflation in the cost of supplies were also topics discussed by the Board. Along these lines, the Board discussed the feasibility of a four-day week during the summer months. This would mean shutting the building down completely from Thursday evening until Monday morning. This not only would save energy costs for the college, but would mean a gas savings for the staff.

The Board praised the administration for the hard work on the budget and commended the staff for keeping expenses down and trying to live within their means. Member Prescott noted that she felt the Board could not keep asking staff members to take small raises each year, she said the college will be unable to keep their good people if they are not going to be paid enough money.

Data Processing: The attached proposal from Walt Clevenger was presented to the Board for their consideration. Mr. Clevenger explained to the Board his reasons for wanting to upgrade the 8450 to an 8455. It was moved by Member Prescott and

Data Processing (continued): seconded by Member Fisher that the Board approve this recommendation as presented. In a roll call vote, all voted aye. Motion carried.

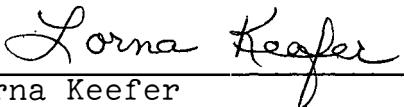
North Central: Don Foster presented the attached progress report on the North Central Self-study Steering Committee. This report outlined the various committees and the responsibilities of same.

Industrial Tech Program Expansion: Dean Strickland presented the attached proposals to the Board which requested approval to use the Holding Pond Building for classroom space with renovation to be completed by students as classroom projects. It was moved by Member Koenig and seconded by Member Keefer that the Board approve the attached proposal as submitted. In a roll call vote, all voted aye. Motion carried.

Adjournment: Since there was no further business, it was moved by Member Prescott and seconded by Member Fisher that the Board adjourn. The next regular meeting will be July 9, 1979. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 6:05 p.m.

Respectfully submitted:



Lorna Keefer

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

7-5a

DATE June 25, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

RE: Released Time

With the unexpected departure of Cheryl Weckesser from the Nursing faculty, and the decision not to replace her, it makes it necessary to enhance the flexibility of Carol Hain who has volunteered to undergo training this summer so that she will be able to absorb much of the work previously assigned Ms. Weckesser. The situation is further complicated by the fact that we are no longer going to employ Esther Longanecker who has been helping on a part-time basis.

Carol Hain would prefer that she not be identified by the media as the person who is absorbing the duties formerly performed by Esther Longanecker. For that reason, we are requesting that the following recommendation not be given too much coverage by the media.

RECOMMENDATION: Board approval to give Carol Hain three hours of released time at the summer rate of \$350 per hour, totaling \$1,050 as a Developmental Plan to enhance her flexibility in performing her duties in the nursing program.

mv
encls.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE June 14, 1979

MEMORANDUM

TO: Dr Cole

FROM: Jim Strickland

Would you please seek Board approval for three hours of released time at the summer rate of \$350/hour, totaling \$1,050.00, as a Developmental Plan for Carol Hain, Assistant Professor AD Nursing.

1m

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE June 14, 1979

MEMORANDUM

CONFIDENTIAL

O: Dr. Cole

FROM: Jim Strickland *HRB*

E: Carol Hain
Developmental Plan Contract
Board of Trustees Approval

Our request for a Developmental Plan, giving Carol Hain three hours of released time at the summer rate of \$350/hour, totaling \$1,050.00, is to prepare her to teach the psychiatric nursing portion of the AD Nursing Program.

I would appreciate it if you would explain to the Board of Trustees that Carol has volunteered to undertake this project. She will be studying in the psychiatric affiliation institutions for approximately 96 hours this summer. This will qualify Mrs. Hain by the Department of Registration and Education to teach psychiatric nursing. It will also save Sauk Valley College the cost of employing another staff member.

As you know, we have agreed not to seek replacement for Cheryl Weckesser for the Fall 1979 term.

For some time, Carol has been a personal friend of Esther Longanecker. To save an embarrassing situation, i.e., questions that Esther may ask, would you refer this to discussion in executive session, to avoid publicizing Carol's appointment.

We have no intention of renewing a part-time contract with Esther Longanecker to teach psychiatric nursing. If the Board members have specific questions I will be available to answer them in executive session.

1m

SAUK VALLEY COLLEGE

Y-6
RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE June 25, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

RE: Administrative Calendar

In the past, we have approved the administrative calendar on an annual basis prior to July which is the beginning of our fiscal year.

This calendar includes deadlines for administrative duties, along with scheduled holidays.

RECOMMENDATION: Board approval of the 1979-80 Administrative Calendar.

SAUK VALLEY COLLEGE ADMINISTRATIVE CALENDAR FOR 1979-80

July

4 Independence Holiday - College Offices Closed
13 Update of faculty and staff inventory to ICCB

August

1 Deadline date to submit new programs for Spring Term to ICCB
24 Faculty Orientation

September

3 Labor Day - College Offices Closed
4 Staff inventory data for full-time professional staff and administration to ICCB
12 Pow Wow Day - Day Classes adjourn at 12 noon
Evening Classes start at 8 p.m.
28 Spring semester textbook adoption forms due in
Dean's Offices
28 Board of Trustees approve final budget

October

3 Spring semester class schedules due in Deans Office
8 Columbus Day - College Offices Closed
12 Spring semester textbook order forms from Data Center to Deans
19 Spring semester textbook order forms to Bookstore

November

1 Update of faculty inventory data for all full-time teaching faculty to ICCB
1 General distribution of spring schedule
1 Basic data for all part-time teaching faculty to ICCB
13 College and Career Night
16 Staff needs for academic year
22 & 23 Thanksgiving Vacation - College Offices Closed

December

1 North Central Self Study is due
1 Deadline to submit new programs for summer term to ICCB
7 Budget requests to appropriate Deans
14 Staff recommendations (Dean to President) for tenure.
15 Deadline for Catalog copy to Assistant to President from the Deans
17 Budget requests to Business Office

December

20 Notification from President to tenured personnel of Annual Review
22-Jan. 1 Building Closed

January

14 Staff recommendations for "term" faculty non-tenured Deans
18 Summer session class schedule due in Deans offices

February

12 Lincoln's Birthday - College Offices Closed
15 Notification to non-tenured personnel by Dean
18 Distribution of summer schedule
29 Official notice of reappointment to non-tenured personnel by President

March

1 Fall session class schedules due in Deans offices
1 Deadline date to submit new programs for fall term to ICCB
1 Submission of DAVTE One and Five-Year Plan
7 Summer School textbook adoption forms due in Deans offices
15 Catalog delivery from Printer
21 Summer school textbook order forms from Data Center to Deans
24 Summer school textbook order forms to Bookstore

April

3 Distribution of fall schedule
3 Faculty contracts issued
4 Fall semester textbook adoption forms due in Deans office
4 Good Friday - College Offices Closed
11 Fall semester textbook order forms from Data Center to Deans
12 Trustee Election
25 Fall semester textbook orders to Bookstore
28 College Board of Trustees approval of tentative budget (final approval in September)

ADMINISTRATIVE CALENDAR FOR 1979-1980 Page 3

May

21 Commencement
26 *Memorial Day - College Offices Closed

June

29 Annual Report due

*Changed from academic calendar approved in March of 1978, to coincide with state guidelines.

Office of the President

June 25, 1979

pre

BILLS PAYABLEJune 25, 1979EDUCATIONAL FUND

81-000-549	ELECTION JUDGES - Referendum (see list)	#4103 - 4192	\$ 2,273.25
00-000-259	SVC BUILDING FUND	Inter fund loan(Working cash)	4193 42,000.00
32-000-541	A.B. DICK CO.	Supplies - 4294.40	4,455.44
0-800-542	" "	" " 161.04	4194 1,500.00
0-800-530-03	DR. STEVEN GOLDMAN	Seminar	4195 184.80
0-418-550	ROBERT CROUSE	Travel	4196 132.00
0-418-550	JUDITH BURNHAM	Travel	4197 26.00
38-000-549	MALONEY CLEANERS	Graduation exp.	4198 80.00
38-000-549	SHIRLEY KATNER	" "	4199
92-000-544	POSTMASTER	Grade mailings	4200 627.45
	SVC PAYROLL FUND	5-31-79 Payroll	4201 184,378.21
	SVC PAYROLL FUND	6-15-79 Payroll	4202 64,979.96
			\$300,637.11

8,000.541.00	ABC MFG	SUPPLIES	4,203	91.90
0,000.530.00	ALLENS T V	SERVICE	4,204	12.50
3,000.547.00	AMBOY NEWS	PUB RELA	4,205	112.50
0,000.542.00	A M INTERNATIONAL	SUPPLIES	4,206	178.26
3,000.547.00	ASHTON GAZETTE	PUB RELA	4,207	97.50
1,000.541.00	ASSN COMM COLLEGE TRUSTEES	DUES	4,208	375.00
1,000.549.00	ASSN GOVERNING BOARDS	SUPPLIES	4,209	25.00
0,000.544.00	GLENN BAILEY	REIMB 3 HRS	4,210	63.00
0,000.545.00	BAKER & TAYLOR CO	BOOKS	4,211	829.35
0,813.550.00	JAMES BARBER	TRAVEL	4,212	116.79
0,000.544.00	EDWARD BEATTY	REIMB 3 HRS	4,213	63.00
2,000.550.00	FLORENCE BERTSCH	TRAVEL	4,214	13.65
2,000.593.00	BLACK HAWK COLLEGE	TUITION	4,215	154.00
0,300.543.00	BOGOTT INDUSTRIAL SUPPLY	SUPPLIES 117.31		
0,600.543.00	X X X	2.80	4,216	120.11
2,000.541.00	BURROUGHS CORP	SUPPLIES	4,217	62.11
0,400.550.00	WILLIAM BYAR	TRAVEL	4,218	42.15
1,000.549.00	BYERS PRINTING CO	SUPPLIES	4,219	260.70
0,711.543.00	CALBIOCHEM BEHRING CORP	SUPPLIES	4,220	127.78
3,000.547.00	CARROLL COUNTY REVIEW	PUB RELA	4,221	207.00
6,000.575.00	CENTRAL TELEPHONE CO	SERVICE	4,222	1,810.17
0,000.544.01	CHRISTIAN SCIENCE MONITOR	SUBSCR	4,223	36.75
1,000.530.00	COLLEGE OF DUPAGE	IBHE PAPER	4,224	100.00
8,000.549.00	COLLEGiate CAP & GOWN	COMMENCEMENT	4,225	1,903.89
0,000.543.00	COLUMBIA UNIV. PRESS	SUPPLIES	4,226	20.54
0,000.545.00	CONCEPT MEDIA	SUPPLIES	4,227	10.00
1,000.541.00	COPPINS LETTER SHOP	SUPPLIES	4,228	113.00
3,000.547.00	THE COUNTRY LIFE	PUB RELA	4,229	131.25
0,300.543.00	CRESCENT ELECTRIC SUPPLY	SUPPLIES	4,230	94.03
0,000.544.00	PAM CUNNINGHAM	REIMB 3 HRS	4,231	84.50
0,711.543.00	CURTIN MATHESON SCIENTIFIC	SUPPLIES	4,232	95.09
0,000.544.01	DEMCO EDUC CORP	SUPPLIES	4,233	12.90
0,100.530.00	A B DICK	SERVICE 45.25	4,234	72.09
0,300.542.00	A B X X	SUPPLIES 26.84		

0.316,543.00	DIXON CAMERA CENTER	SUPPLIES	4.11		
8,000,541.00	X X X	10.59			
3,000,547.00	X X X	10.36	4,235	25.06	
9,000,541.00	DIXON EVENING TELEGRAPH	SUPPLIES	12.30		
3,000,547.00	X X X	PUB RELA	519.42	4,236	531.72
8,818,558.98	EASTMAN KODAK CO	SERVICE	4,237	4,237	91.95
8,000,549.00	EMERALD HILL	LUNCHES	4,238	4,238	16.25
0,600,543.00	ECONOMY TROPHY CO	PLAQUE-COPLAN	4,239	4,239	21.00
0,711,543.00	FISHER SCIENTIFIC CO	SUPPLIES	80.00		
0,300,544.00	X X X	404.10	4,240	484.10	
0,800,544.00	RICHARD FORTNER	REIMB 9 HRS	4,241	329.00	
0,800,544.00	DONALD FOSTER	REIMB 9 HRS /23.50			
0,811,550.02	X X	TRAVEL	74.16	4,242	197.66
0,000,544.01	W H FREEMAN & CO	SUPPLIES	4,243	75.60	
3,000,547.00	FULTON PRESS INC	PUB RELA	4,244	189.00	
0,800,544.00	CARL GATES	REIMB 9 HRS	4,245	329.00	
0,000,544.01	GAYLORD BROS INC	SUPPLIES	4,246	335.80	
0,000,530.00	3M BUS PRODUCTS	SERVTC	81.81		
0,000,544.02	X X	SUPPLIES	403.80	4,247	485.61
3,000,550.00	RALPH GELANDER	TRAVEL	38.80		
1,000,550.00	X X	TRAVEL	57.35	4,248	96.15
0,711,543.00	GINDERS HOSPITAL SUPPLY	SUPPLIES	4,249	173.51	
0,300,544.00	LEONA GROSSMAN	REIMB 3 HRS	4,250	84.50	
3,000,547.00	HAMILTON PRESS INC	PUB RELA	4,251	323.00	
0,300,550.00	RONALD HAPPAH	TRAVEL	4,252	30.84	
8,000,550.00	ALAN HARDERSON	TRAVEL	4,253	39.90	
8,000,549.00	HASKELLS	PINNING SUPPLIES	4,254	28.22	
0,800,544.00	RUTH HEDSTROM	REIMB 4 HRS	4,255	105.50	
8,000,549.00	HEY BROTHERS	PINNING SUPPLIES	4,256	47.00	
0,000,545.00	HUMAN RELATIONS MEDIA	BOOKS	4,257	123.90	
0,100,530.00	I B M	SERVICE	12.66		
2,000,539.00	X X	163.85	4,258	176.51	
5,000,562.00	I B M	EQUIP RENTAL	4,259	426.48	
6,000,575.00	ILL BELL TELEPHONE CO	SERVICE	4,260	159.80	
0,000,545.00	INSTITUTE FOR RESEARCH	BOOKS	4,261	12.54	
0,000,544.01	JOSTENS LIBRARY SUPPLIES	SUPPLIES	4,262	92.28	
8,000,549.00	JOSTENS	COMMENCEMENT	4,263	614.66	
0,714,543.00	JOINT REVIEW COMMITTEE ON RAD TECH	REG FEE	4,264	50.00	
8,000,549.00	KAROUSEL OF MUSIC	ORGAN RENTAL	4,265	115.00	
0,712,550.00	JANET KIME	TRAVEL	18.45		
0,800,544.00	X X	REIMB 9 HRS	210.50		
0,812,550.02	X X	TRAVEL	19.50	4,266	248.45
8,000,549.00	KOKOMO SOUND	GRADUATION EXP	4,267	210.00	
3,000,547.00	THE LEADER GROUP	PUB RELA	4,268	74.25	
0,600,545.00	LIBERTY PUBL CO	BOOKS	4,269	6.95	
0,600,530.00	LUKAS MICROSCOPE SERV	SERVICE	4,270	1,979.10	
0,100,543.00	LUSTRO INC	SUPPLIES	4,271	104.00	
0,800,530.03	MCCASLINS BAKERY	SUPPLIES	11.68		
8,000,549.00	X X	COMMENCEMENT	47.20	4,272	58.88
0,000,544.02	3M BUSINESS PRODUCTS	SUPPLIES	4,273	203.76	
0,000,545.00	MAIN LINE BOOK CO	BOOKS	4,274	133.59	
0,715,543.00	MARCO SPORTS CO	SUPPLIES	4,275	109.00	
0,500,550.00	JERRY MATHIS	TRAVEL	4,276	36.65	
0,511,550.00	ROBERT MATTER	TRAVEL	4,277	43.00	
0,800,542.00	MEANS SERVICE CENTER	SUPPLIES	4,278	17.00	
0,000,530.00	MIDWEST VISUAL EQUIP CO	SERVICE	4,279	138.15	
0,000,530.00	ED MUELLER A V	SERVICE	4,280	341.55	
0,512,543.00	MUSIC 70 MUSIC PUBL	SUPPLIES	4,281	18.16	

2,000.541.00	NCR CORP	SUPPLIES	35.65	
2,000.585.00	X X	EQUIP	515.65	
5,000.562.00	X X	EQUIP RENTAL	3016.60	4,282 3,567.90
5,000.530.00		SERVICE		4,283 115.00
0,711.550.00	HAROLD NELSON	TRAVEL	45.60	
0,300.544.00	X X	REIMB 3 HRS	150.00	4,284 195.60
0,400.550.00	FRED NESBIT	TRAVEL		4,285 33.60
0,600.543.00	NORTHERN ILL UNIV	SUPPLIES		4,286 43.00
0,512.530.00	NUSBAUM TRANSF & STORAGE	MOVING PIANO		4,287 200.00
0,800.550.00	BETTY ORLOWSKI	TRAVEL		4,288 3.60
0,300.550.00	CHARLES OSTER	TRAVEL		4,289 18.90
1,000.550.00	BARBARA PASADA	WORKSHOP		4,290 39.00
8,000.549.00	PINNEY PRINTING	COMMENCEMENT PROG		4,291 672.00
3,000.547.00	R L POLK & CO	SUPPLIES		4,292 21.00
2,815.520.00	KAREN PINTER	TRAVEL		4,293 40.05
2,000.521.00	THE PRINTER'S SHOP	SUPPLIES		4,294 28.90
3,000.543.00	PUBLIC SERV MATERIALS CENTER	SUPPLIES		4,295 69.50
0,000.545.00	PUBLISHERS CENTRAL BUREAU	BOOKS		4,296 22.54
0,000.545.00	THE PUBLISHERS GUILD	BOOKS		4,297 50.50
3,000.547.00	THE ROCK VALLEY REVIEW	PUB RELA		4,298 168.00
0,200.543.00	ROBERTS FLOWERS	SUPPLIES		4,299 386.74
0,000.545.00	ROSE DISCOUNT RECORD STORE	RECORDS		4,300 79.06
0,100.543.00	SVC BOOKSTORE	SUPPLIES	6.24	
0,316.543.00	X X	1.20		
0,511.543.00	X X	3.05		
0,512.543.00	X X	17.90		
0,711.543.00	X X	2.50		
0,800.530.03	X X	7.50		
0,800.543.01	X X	.99		
0,511.541.01	X X	1.17		
0,812.541.01	X X	3.00		
0,000.541.00	X X	1.50		
4,000.541.00	X X	13.76		
0,000.541.00	X X	100.00		
0,000.541.00	X X	.44		4,301 159.25
4,100.543.00	SVC BOOKSTORE	BOOKS	164.65	
1,200.543.00	X X	29.90		
1,300.543.00	X X	124.65		
4,316.543.00	X X	10.90		
4,400.543.00	X X X	CR. -14.95		
4,418.543.00	X X	48.60		
0,500.543.00	X X	20.64		
0,511.543.00	X X	10.50		
0,600.543.00	X X	21.91		
0,712.543.00	X X	12.95		
0,713.543.00	X X	12.95		
0,715.543.00	X X	20.45		
0,716.543.00	X X	17.90		
0,813.543.00	X X	243.84		
0,815.543.00	X X	32.50		4,302 757.39
0,418.550.00	SVC STUDENT ACTIVITY FUND	USE OF VAN		4,303 38.25
0,711.543.00	SCIENTIFIC PRODUCTS	SUPPLIES		4,304 327.65
0,800.544.00	JOHN SAGMOE	REIMB 9 HRS	329.00	
0,000.550.00	X X	TRAVEL	20.70	4,305 349.70
0,813.550.00	SERVOMATION CORP	MEETING	19.42	
0,816.550.00	X X	HONORS CONF	330.00	4,306 349.42
0,000.547.00	B F SHAW PRINTING	SUMMER SCHEDULES	3598.00	
0,000.544.00	X X	POSTAGE	1029.52	4,307 4,627.52

3,000.547.00	SHEFFIELD BULLETIN	PUB RELA	4,308	60.60
10,800.544.00	VOID CHECK SIAN SHIPPERT	REIMB 8 HRS REIMB 8 HRS	4,309 4,310	200.60
10,300.550.00	ROBERT SMITH	TRAVEL	4,311	123.00
10,800.542.00	GLENN SPUTER	SUPPLIES	4,312	80.25
2,000.545.00	SQUARE DEAL RECORD CO	RECORDS	4,313	56.82
10,712.550.00	ANN STARZYK	TRAVEL 6.30		
10,713.550.00	X X	12.60	4,314	13.90
2,000.585.00	STERLING BUS MACHINES	EQUIPMENT	4,315	1,595.80
10,800.530.02	STERLING BUS MACHINES	SERVICE 37.50		
10,800.542.00	X X X	76.00		
2,000.541.00	X X X	53.59		
2,000.539.00	X X X	22.50	4,316	189.59
10,310.538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	4,317	527.80
2,000.550.00	ROBERT THOMAS	TRAVEL	4,318	105.74
2,000.549.00	THOMSON COMM UNIT DIST	REFERENDUM	4,319	21.60
2,000.541.00	UARCO INC	SUPPLIES	4,320	155.92
3,100.541.00	VISIBLE COMPUTER SUPPLY CORP	SUPPLIES	4,321	51.97
2,000.530.00	VISUALCRAFT INC	SERVICE	4,322	120.29
10,800.544.00	GEORGE VRHEL	REIMB 3 HRS	4,323	63.00
2,000.547.00	W S O R INC	PUB RELA	4,324	60.00
2,000.545.00	WALKER ART CENTER	BOOK	4,325	9.95
2,000.531.00	WARD WARD MURRAY PACE	SERVICES	4,326	395.00
10,600.543.00	WHEATON COLLEGE	SUPPLIES	4,327	95.34
10,512.530.00	ROBERT WHIPPLE	PIANO TUNING	4,328	40.00
10,000.544.00	PEGGY WHITE	REIMB 4 HRS	4,329	104.00
2,000.547.00	WHITESIDE NEWS SENTINEL	PUB RELA	4,330	135.00
2,000.544.03	XEROX CORPORATION	SUPPLIES	4,331	469.50
2,000.544.03	XEROX CORPORATION	SUPPLIES	4,332	660.49
10,600.550.00	DAVID YOUNKIN	TRAVEL	4,333	120.16
	SVC IMPREST FUND	MISC EXPENSES	4,334	1,509.82

TOTAL BILLS

36,378.80

CKS. #4103 - 4202

300,637.11

TOTAL EDUCATIONAL FUND FOR JUNE

\$ 337,015.91

SITE AND CONSTRUCTION FUND

90-000-584-04	HONEYWELL, INC.	Equipment	613	\$ 149.00
90-000-565	PETERSON, DETWEILER, CO.	Treas. bond	614	191.00
90-000-584-02	RATHS, RATHS & JOHNSON	Services	615	<u>2,358.20</u>

TOTAL SITE & CONSTRUCTION FOR JUNE

\$2,693.20

BUILDING FUND

0-000-544 MONTGOMERY WARD Supplies 5529 \$ 68.88

0.000,544.00	CARDINAL TS	SUPPLIES	5,530	50.85
6,000,573.00	COMMONWEALTH EDISON	SERVICE	5,531	9.52
0,000,544.00	CRESCENT ELECTRIC SUPPLY	SUPPLIES	5,532	3.53
0,000,544.00	DIXON EVENING TELEGRAPH	SUPPLIES	5,533	9.42
0,000,544.00	DIXON SWIMMING POOL SUPPLY	SUPPLIES	5,534	50.00
1,000,530.00	ENERGY CONTROLS INC	REPAIRS	5,535	99.69
0,000,550.00	GLADYS GUNTLE	TRAVEL	5,536	6.30
0,000,544.00	J & M MOWER SERV	SUPPLIES	5,537	41.10
0,000,544.00	LINCOLN RENTALL & SALES	SUPPLIES	5,538	9.80
1,000,530.00	DAVID MAYES	SEWAGE TESTING	5,539	165.00
0,000,544.00	MORGAN LINEN SERVICE	SUPPLIES	5,540	53.82
0,000,544.00	MOTT BROS	SUPPLIES	5,541	458.35
6,000,571.00	NORTHERN ILL GASCO	SERVICE	5,542	4,002.46
0,000,544.00	OLLAR HARDWARE	SUPPLIES	5,543	897.00
0,000,544.00	JOSEPH T RYERSON & SON	SUPPLIES	5,544	80.65
0,000,544.00	SVC BOOKSTORE	SUPPLIES	5,545	4.40
0,000,544.00	T. L. E	SUPPLIES	5,546	81.82
0,000,544.00	WASTONE	SUPPLIES	5,547	53.34
0,000,544.00	WAYNE FEED SUPPLY	SUPPLIES	5,548	143.75
0,000,499.00	SVC IMPREST FUND	SUPPLIES	5,549	7.95
0,000,544.00	SVC PETTY CASH	KEY REFUND 1.00		
0,000,544.00	X X	SUPPLIES 3.40	5,550	4.40
0,000,544.00	SORENSEN BLDG SERV INC	SUPPLIES	5,551	475.20
-000-530	ROCKFORD FENCE CO.	REPAIRS	5,552	1,300.00

TOTAL BUILDING FUND FOR JUNE

\$8,077.23

BOND & INTEREST #1

-000-564	AMERICAN NATIONAL BANK & TRUST	Interest - 31,275.00		
-000-569	" " " "	Fees - 42.50	120	\$ 31,317.50
-000-259	SVC EDUCATIONAL FUND	Loan repayment	122	<u>5,000.00</u>

TOTAL BOND & INTEREST #1 for June

\$ 36,317.50

38-000-544	Jerry Jiminez	Latino Days Speaker	4690	\$ 30.00
38-000-544	Irene Carr	" " "	4691	30.00
38-000-544	Gregorio Gomez	" " "	4692	80.00
32-000-550	I.A.S.B.O.	Registration	4693	50.00
32-000-541	I.A.S.B.O.	Dues	4694	40.00
10-420-530	David Lovekin	Monitor Fire Sci. test	4695	35.00
10-813-543	Univ. of Illinois	Supplies	4696	2.50
92-000-544	United Parcel Service	Service	4697	2.89
38-000-544	Manuelá Aguayo	Latino Days Reimb.	4698	90.00
92-000-521	Harriet Hastings	Overpayment ins.	4699	41.86
92-000-521	Esther Longanecker	" "	4700	20.93
10-511-530	Mandy Martin	Modeling	4701	30.00
92-000-544	United Parcel Service	Service	4702	3.70
10-813-530	Randall Peterson	Comm. Ed. Clerical	4703	40.00
10-813-530	Myron Hofmeister	" " "	4704	40.00
10-816-530	Lucien Stryk	Poetry reading	4705	50.00
38-000-549	Bev Nesemeier	Pinning ceremony	4706	25.00
38-000-549	Richard Siebs	" " speaker	4707	25.00
70-000-544	Lee Murray	Supplies	4708	7.95
92-000-544	United Parcel Service	Service	4709	2.00
20-000-544-01	Business Week	Subscr.	4710	62.50
32-000-541	General Delivery Co.	Freight charges	4711	18.35
38-000-549	Leona Grossman	Pinning supplies	4712	9.23
96-000-543	Foundation Center	Supplies	4713	175.00
38-000-549	Sandy Pierson	Usher-Graduation	4714	12.20
38-000-549	Jeanne Broderick	" "	4715	12.20
38-000-549	Pat Morrissey	" "	4716	12.20
38-000-549	Lisa Cclyer	" "	4717	12.20
16-000-543	Case Publications	Books	4718	29.00
11-000-549	Alice Robbins	Addtl. - Election judge	4719	5.00
11-000-549	Melvin Johnson	" " "	4720	5.00
11-000-549	Johanna Hopkins	" " "	4721	5.00
0-117-543	SVC Student Activity Fund	Petty cash for D.Krug	4722	25.00
48-000-549	Brigitte M. Tompkins	Graduation speaker	4723	118.00
12-000-544	United Parcel Service	Service	4724	2.00
0-712-543	Journal of Nursing Admin.	Subscr.	4725	48.00
43-000-547	Diana Vickery, Treas. ICRC	Membership	4726	30.00
0-813-543	Learning Concepts	Supplies	4727	38.85
17-000-543	Executive Enterprises Publ	Supplies	4728	36.00
0-000-545	Moog Automotive Inc.	Supplies	4729	150.00
2-000-541	NACUBO	Dues	4730	28.00
2-000-544	Postmaster	Bus. Reply Acct.	4731	25.00
0-813-543	Diane Pauser	Supplies	4732	8.78
2-000-541	Lawton Printing Inc.	Supplies	4733	10.50
2-000-544	United Parcel Service	Service	4734	9.72
2-000-544	United Parcel Service	Service	4735	3.21
				1537.77
				<u>-20.00</u>
0-316-543	Cancel Ck. #4288 dated 5-17-78			

Total for reimbursement 1517.77

EDUCATIONAL FUND - 1509.82

BUILDING FUND - 7.95

Balance in fund -	1506.23
Disbursements -	<u>1517.77</u>
Total in fund -	3024.00

Check #	To	Amount
4103	Mrs. Louise Ackeberg	\$ 25.00
4104	Lyda Settles	25.00
4105	Betty Crocker	25.00
4106	E.A. Bowers	25.00
4107	Mrs. Jean Eyrich	25.00
4108	Mrs. Janice Hummel	25.00
4109	Virginia Jokerst	30.00
4110	Joyce Ebersole	30.00
4111	Lois Cassens	30.00
4112	Lola M. Smith	30.00
4113	Betty Weckesser	30.00
4114	Betty Stutzke	30.00
4115	Sheryl Pace	30.00
4116	Lillian Langley	30.00
4117	Martha Mellott	30.00
4118	Mildred DeJonge	30.00
4119	Lola Jean Behrens	30.00
4120	M. Ann Kane	30.00
4121	Amelia M. Remrey	28.00
4122	Mary Ellen Janssen	28.00
4123	Constance Laidig	28.00
4124	Velma Cain	29.75
4125	Marilyn Beck	29.75
4126	Donald Martens	29.75
4127	Arlene Bellows	30.00
4128	Dagmar Ballard	30.00
4129	Verna Dodd	30.00
4130	Pat Strum	30.00
4131	Fern Pitman	30.00
4132	Helen Jones	30.00
4133	Ruthmarie McPherson	30.00
4134	Frances Slain	30.00
4135	Eva Wasson	30.00
4136	Myrtle Denison	25.00
4137	Gayle Broers	25.00
4138	Ruby Chapin	25.00
4139	Winifred Stahr	20.00
4140	Genevieve Ehman	20.00
4141	Caroline Floto	20.00
4142	Rose Leffelman	20.00
4143	Christie Politsch	20.00
4144	Barbara Vincent	20.00
4145	Joanne Montavon	20.00
4146	June Stephenitch	20.00
4147	Mary Leffelman	20.00
4148	Judy Conderman	20.00
4149	Sharon Dunphy	20.00
4150	Charlotte Fitzpatrick	20.00
4151	Mrs. Ella Burdge	20.00

ELECTION JUDGES

REFERENDUM MAY 10, 1979

191-000-549

Check #	To	Amount
4152	Patricia Berei	\$ 20.00
4153	Gladys Glessner	20.00
4154	Melvin Johnson	20.00
4155	Alice Robbins	20.00
4156	Johanna Hopkins	20.00
4157	Irene Gonigam	30.00
4158	Katherine Ganschow	30.00
4159	Helen Ganschow	30.00
4160	Harold Johnson	30.00
4161	Arlene Blum	30.00
4162	Arlene Jecklin	30.00
4163	Zelma Kerr	20.00
4164	Katherine Phillips	20.00
4165	Ivan Ioder	20.00
4166	Margaret Burhenn	20.00
4167	Doris Burke	20.00
4168	Margaret Warrenfeltz	20.00
4169	Betty Jahn	20.00
4170	Fred Jahn	20.00
4171	Ned Cater	20.00
4172	Mary M. Nice	30.00
4173	Marian Garvan	30.00
4174	Robert Wilcox	30.00
4175	Mary Lou Houzenga	30.00
4176	Mary Jane Fiet	30.00
4177	Marion Wheeler	30.00
4178	Clifford Schafer	30.00
4179	Alice Greenfield	30.00
4180	Mabel E. Clark	30.00
4181	Bernice Brown	25.00
4182	Marilyn Daehler	25.00
4183	Mrs. James Huber	25.00
4184	Margaret Hand	20.00
4185	Mr. Maurice Wiersema	20.00
4186	Mrs. Mary Kerr	20.00
4187	Janet Price	20.00
4188	Josephine Schipper	20.00
4189	Elinor Kennedy	20.00
4190	Mrs. Tom Ewers	20.00
4191	Mrs. Gail Deets	20.00
4192	Carol Frederick	20.00
		<u>\$2,273.25</u>

SAUK VALLEY COLLEGE

APPROVED BY

William E. Reigh
PRESIDENT

Lorna Keefer
SECRETARY
DATE _____

TREASURER'S REPORT

End of May, 1979

EDUCATIONAL FUND

Balance on Hand end of April, 1979 \$ 157,073.45

Receipts:

Taxes	126,417.36
Charge-Back Revenue	57.84
ICCB Equalization Grant	839.28
HEW Title II	3,906.00
Veterans Cost of Instr.	14,207.00
Federal Work Study	11,970.92
Graduation Fees	120.00
Transcript Fees	90.00
Other Revenue	52.40
Expenditure Credits	6,986.42
Loan from Working Cash	258,929.65
Loan Ic B & I #1 repaid	<u>5,000.00</u>
	<u>428,576.87</u>

Total Available \$ 585,650.32

Disbursements:

Expenses for May	<u>251,104.66</u>
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Balance on hand end of May, 1979 \$ 334,545.66

BUILDING FUND

Balance on hand end of April, 1979 \$ 10,910.94

Receipts:

Taxes	59.98
Expenditure Credits	102.74
Loan from Working Cash	<u>42,900.00</u>
	<u>42,162.72</u>

Total Available \$ 53,073.66

Disbursements:

Expenses for May	<u>21,764.56</u>
------------------	------------------

Balance on hand end of May, 1979 \$ 31,309.10

SITE AND CONSTRUCTION FUND - Dixon National Bank

Balance on hand end of April, 1979 \$ 25,868.73

Receipts:

Facilities Revenue	7,025.00	
Interest on Investments	2,548.15	<u>9,573.15</u>

Total Available \$ 35,441.88

Disbursements:

Investments	<u>2,548.15</u>
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Balance on hand end of May, 1979 \$ 32,893.73

SITE AND CONSTRUCTION FUND - Harris Trust

Balance on hand end of April, 1979 \$ 6,811.09

Receipts: -0-

Disbursements: -0-

Balance on hand end of May, 1979 \$ 6,811.09

BOND & INTEREST FUND # 1

Balance on hand end of April, 1979 \$ 3,423.28

Receipts:

Investments	33,600.00	
Taxes	98.07	
Interest on Investments	<u>5,970.01</u>	<u>39,668.08</u>

Total Available \$ 43,091.36

Disbursements:

Investments	<u>5,745.01</u>
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Balance on hand end of May, 1979 \$ 37,346.35

BOND & INTEREST FUND #2

Balance on hand end of April, 1979 \$ 663.64

Receipts: Taxes 31.88

Total Available \$ 695.52

Disbursements: -0-

Balance on hand end of May, 1979 \$ 695.52

WORKING CASH FUND

Balance on hand end of April, 1979	\$ 16,282.20
------------------------------------	--------------

Receipts:

Investments	258,929.65	
Interest on Investments	<u>10,959.83</u>	<u>269,889.48</u>

Total Available

\$286,171.68

Disbursements:

Investments	10,959.83	
Loan to Educ. Fund	<u>258,929.65</u>	<u>269,889.48</u>

Balance on Hand end of May, 1979

\$ 16,282.20

INSURANCE FUND

Balance on hand end of April, 1979	\$ 12,166.25
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Receipts:

Taxes	<u>4.00</u>
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Total Available

\$ 12,170.25

Disbursements:-0-

Balance on hand end of May, 1979

\$ 12,170.25

* * * * *

FUNDS INVESTED

Certificate of Deposit	B & I #1	11-20-79	\$134,470.01
Certificate of Deposit	S & C	8-17-79	110,133.80
Certificate of Deposit	Working Cash	7-13-79	217,652.24
Time-Open Deposit	B & I #2		24,538.06
Time-Open Deposit	S & C	5-28-79	100,000.00
Time-Open Deposit	B & I #1		14,195.92
Certificate of Deposit	S & C	5-19-79	50,000.00
Certificate of Deposit	B & I #1		45,000.00
Certificate of Deposit	S & C	6-18-79	200,000.00
Time-Open Deposit	S & C	11-28-79	100,000.00
Certificate of Deposit	Working Cash	6-28-79	283,533.48
Certificate of Deposit	S & C	8-16-79	<u>201,730.71</u>

TOTAL INVESTED

\$1,481,254.22

SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Period Ending May 31, 1979

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

Cash on Hand	\$ 11,865.86	
Workstudy Awards Receivable from Fed. Gov. 1978-79 . . .	11,478.00	
Workstudy Awards Capital 1978-79		\$147,135.00
Workstudy Awards Paid 1978-79.	125,424.40	
E.O.G. Funds Receivable from Fed. Gov. 1978-79	-0-	
Initial E.O.G. Awards Capital 1978-79.		17,346.00
Initial E.O.G. Awards Paid 1978-79	16,616.00	
Renewal E.O.G. Awards Capital 1998-79.		25,193.00
Renewal E.O.G. Awards Paid 1978-79	24,244.79	
Basic E.O.G. Awards Rec. from Fed. Gov. 1978-79. . . .	35,581.00	
Basic E.O.G. Awards Capital 1978-79.		197,600.00
Basic E.O.G. Awards Paid 1978-79	161,665.03	
Inactive Federal Grants.	398.92	
	<u>\$387,274.00</u>	<u>\$387,274.00</u>

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

May 31, 1979

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

ASSETS:

Cash in Bank #1	\$ 2.09
Cash in Bank #2	118.99
Notes Receivable #1	2,439.89
Notes Receivable #2	725.00
	<u>\$3,285.97</u>

LIABILITIES & NET WORTH:

Fund Equity #1	,838.27	\$ 2,441.98
Net Loss #1.	<u>(396.29)</u>	
Fund Equity #2	\$1,392.18	
Net Loss #2.	<u>(548.19)</u>	843.99
		<u>\$3,285.97</u>

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

INCOME:

Interest Income #1	\$ 123.21	
Bad Debts Repaid #1	<u>282.00</u>	\$ 405.21
Interest Income #2	\$ 31.81	
Bad Debts Repaid #2.	<u>130.00</u>	161.81

EXPENSES:

Bad Debts #1.	\$ 801.50
Bad Debts #2.	710.00
NET LOSS #1	<u>\$ (396.29)</u>
NET LOSS #2	<u>\$ (548.19)</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 5-31-79

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

ASSETS:

Cash in Bank	\$ 48,930.44
Petty Cash	500.00
Investments	50,391.18
Accounts Receivable - Educational Fund	161.94
Inventory 6-30-78	45,448.60
	<u>\$145,432.16</u>

LIABILITIES AND NET WORTH:

Accounts Payable - Student Activities Fund	\$ 252.00
Fund Equity	\$154,767.29
Net Loss	(9,587.13).....
	<u>145,180.16</u>
	<u>\$145,432.16</u>

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

INCOME:

Textbook Sales	\$147,061.81
Supply Sales	17,378.13
Miscellaneous Sales	11,330.71
Paperback Sales	3,627.99
Used Book Sales	6,814.38
Sales Tax Collected	8,969.38
Other Income	444.24
Investments	<u>2,268.32</u>
	<u>\$197,894.96</u>

EXPENSES:

Textbook Purchases	\$145,965.20
Supply Purchases	11,896.50
Miscellaneous Purchases	11,022.99
Paperback Purchases	3,681.66
Used Book Purchases	4,896.05
Sales Tax Paid	8,593.76
Salaries & Wages	14,212.07
Transportation Charges	3,548.63
Supply Expense	826.19
Equipment	1,484.47
Travel	319.54
Telephone	149.61
Dues & Subscriptions	135.00
Other Expense	652.73
Over and Under	6.43
Bad Checks	<u>91.26</u>
	<u>\$207,482.09</u>

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

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

May 31, 1979

ASSETS	REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank	\$143,841.17	Student Tuition \$267,780.00
		Out-of District Fees 1,966.56
Petty Cash	375.00	Due Educational Fund 2,061.74
		Due Building Fund 589.60
Accts. Rec.	145,819.83	Due Student Loan Fund 179.63
		Due Bookstore 93.60
		Tuition Refunds (12,051.00)
		\$260,620.13
<u>RESTRICTED AGENCY FUND LIABILITIES</u>		
Child Care Operations	(2,192.60)	
Parking	11,723.53	
Recreation Room Fund	4,609.93	
Student Locker Fund	196.40	
Land Lab	5,287.06	
Community Services	9,444.01	
Child Care Center	1,494.39	
EMTA Grant	(955.00)	
Photography Supplies	1,382.74	
LPN Supplies	403.67	
Book Transactions	3.00	
Law Enforcement Grant	837.00	
Nursing Capitation	121.05	
Nursing Capitation 1978-79	(3,287.54)	
1978-79 Disadvantaged Grant	3,189.40	
CETA Public Services	(322.34)	
Ill. Humanities Grant	(1.21)	
Miscellaneous Account	264.65	
Student Clubs	1,471.06	
Adult Learning Book Charges	117.06	
Community Theatre	408.30	
College Van	1,381.18	
Health Students Accident Ins.	13.25	
Horticulture/Greenhouse	700.00	
<u>FUND EQUITY</u>		\$ 36,288.99
July 1, 1978	\$12,729.37	
Excess of Expenditures over		
Revenue, as of		
May 31, 1979	19,602.49	\$ (6,873.12)
<u>TOTAL ASSETS: \$290,036.00</u>	<u>TOTAL LIABILITIES & FUND EQUITY</u>	<u>\$290,036.00</u>

RESTRICTED PURPOSES FUND

May 31, 1979

Balance on Hand - April 30, 1979	\$ 78,552.22
May Receipts	104,098.59
J.V. 113	<u>13.00</u>
TOTAL FUNDS AVAILABLE DURING MAY	\$182,663.81
Cash Disbursements for May	<u>38,822.64</u>
Balance on Hand - May 31, 1979	<u>\$143,841.17</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITIES

ACTIVITIES	AMOUNT
Comprehensive Fee Income	\$ 26,878.15
Athletic Income	492.00
Drama Income	1,245.80
Student Activity Income	3,343.25
Student Newspaper Income	476.59
Film Income	144.80
Cash Over & Under	22.70
Other Income-Student Activity Fund Only	<u>24.00</u>
TOTAL INCOME	\$ 32,627.29

BUDGET EXPENSE

Athletic Expense	\$17,040.00	15,332.96
Cheerleaders & Pon Pom Expense	370.00	314.73
Speech Activities/Readers Theatre	4,000.00	3,699.33
Drama Expense	2,400.00	2,144.59
Music Expense	2,870.00	2,523.01
Student Activity Expense	10,035.00	9,746.97
Student Newspaper Expense	4,000.00	2,688.10
Associated Student Board	2,100.00	782.19
Musical	2,000.00	2,121.92
Women's Intercollegiate Act.	9,000.00	8,682.85
Intramurals-Coed	300.00	187.50
SVC Clubs	2,500.00	1,360.99
Film Commission	2,000.001	1,816.88
Art Exhibitions	300.00	130.00
Contingency Expense/Equipment	100.00	697.76
Contingencies/Non-Budgeted	1,000.00	-0-
	\$60,015.00	

TOTAL EXPENSE \$ 52,229.78

Excess of Expenditures
over Revenue, as of
May 31, 1979

\$ 19,602.49

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	102,126.91	102,126.91	90,894.49	11,232.42	101,606.00	5,189.1 CR	5,189.1 CR
DIV OF BUS CONTR SERV	3,332.16	3,332.16	3,274.25	57.91	3,800.00	467.84	467.84
DIV OF BUS SUPPLIES	3,457.08	3,457.08	2,850.96	606.12	3,850.00	392.92	392.92
DIV OF BUS CONF & MEETINGS	555.93	555.93	555.93	.00	1,148.00	592.02	592.02
FOOD SERVICES CONTR SERV	190.00	190.00	190.00	.00	350.00	160.00	160.00
FOOD SERV SUPPLIES	131.55	131.55	106.55	25.00	94.90	817.45	817.45
FOOD SERV CONF & MEETINGS	92.85	92.85	92.85	.00	212.00	119.15	119.15
DIV OF AGRIC SALARIES	14,480.05	14,480.05	12,982.15	1,497.90	17,975.00	3,494.95	3,494.95
DIV OF AGRIC CONTR SERV		.00		.00	165.00	165.00	165.00
DIV OF AGRIC SUPPLIES	1,512.19	1,512.19	1,059.66	452.53	1,390.00	122.19 CR	122.19 CR
DIV OF AGRIC CONF & MEETINGS		.00		.00	468.00	468.00	468.00
DIV OF INDUS ED SALARIES	32,659.28	32,659.28	26,602.87	6,056.41	30,340.00	20,740.72	20,740.72
DIV OF INDUS ED CONTR SERV	980.35	980.35	980.35	.00	1,900.00	919.65	919.65
DIV OF INDUS ED SUPPLIES	11,914.64	11,914.64	11,704.33	210.31	12,728.00	813.36	813.36
DIV OF INDUS ED CONF & MEETINGS	1,078.16	1,078.16	845.42	232.74	1,496.00	417.84	417.84
COSMETOLOGY	33,356.96	33,356.96	32,829.16	527.80	23,256.00	10,100.96 CR	10,100.96 CR
COSMETOL SUPPLIES		.00		.00	100.00	100.00	100.00
COSMETOL CONF & MEETINGS	7.20	7.20	7.20	.00	42.00	34.80	34.80
HUMAN SERVICES ADMIN SALARIES	18,603.09	18,603.09	16,985.43	1,617.66	19,412.00	808.91	808.91
HUMAN SERV CONTR SERV		.00		.00	350.00	350.00	350.00
HUMAN SERV SUPPLIES	1,305.51	1,305.51	1,260.66	44.85	1,200.00	105.51 CR	105.51 CR
HUMAN SERV CONF & MEETINGS	213.17	213.17	213.17	.00	467.00	253.83	253.83
DIV OF SOC SCI SALARIES	79,977.84	79,977.84	73,681.21	6,296.63	86,225.00	6,247.16	6,247.16
DIV OF SOC SCI SUPPLIES	1,480.93	1,480.93	1,428.47	52.46	1,942.00	461.07	461.07
DIV OF SOC SCI CONF & MEETINGS	1,017.71	1,017.71	941.96	75.75	952.00	65.71 CR	65.71 CR
CRIM JUS INSTR SALARIES	26,526.25	26,526.25	24,405.36	2,120.89	31,050.00	4,523.75	4,523.75
CRIM JUS CONTR SERV		.00		.00	200.00	200.00	200.00
CRIM JUS SUPPLIES	1,615.04	1,615.04	1,566.44	48.60	1,893.00	277.96	277.96
CRIM JUS CONF & MEETINGS	425.51	425.51	70.46	355.05	850.00	424.49	424.49
LIBRARY TECH SUPPLIES		.00		.00	250.00	250.00	250.00
DIV OF FIRE SCI CONTR SERV	28.00	28.00	28.00	.00	100.00	72.00	72.00
DIV OF FIRE SCI SUPPLIES	1,265.10	1,265.10	1,265.10	.00	1,575.00	309.90	309.90
DIV OF FIRE SCI CONF & MEETINGS	124.35	124.35	124.35	.00	340.00	215.65	215.65
DIV OF HUMANITIES SALARIES	145,562.31	145,562.31	127,506.64	18,055.67	143,725.00	1,837.31 CR	1,837.31 CR
DIV OF HUMAN CONTR SERV	326.00	326.00	326.00	.00	525.00	199.00	199.00
DIV OF HUMAN SUPPLIES	994.82	994.82	936.61	58.21	2,154.00	1,159.18	1,159.18

CAUK VALLEY COLLEGE

APPROVED BY

William E. Keefe
PRESIDENT

Lorna Keefe

SECRETARY
DATE

Account	Total		Prev. Mo.		Budget	Unexpended	Unencumbered
	Expenditures	To Date	To Date	This Mo.			
DIV OF HUMAN CONF & MEETINGS	1,088.50	1,088.50	1,051.85	36.65	1,136.00	47.50	47.50
ART DEPT SALARIES	13,248.80	13,248.80	11,938.40	1,310.40	15,725.00	2476.20	2,476.20
ART DEPT CONTR SERV	270.00	270.00	240.00	30.00	346.00	76.00	76.00
ART DEPT SUPPLIES	1,051.93	1,051.93	1,038.11	13.82	1,527.00	475.07	475.07
ART DEPT CONF & MEETINGS	88.00	88.00	45.00	43.00	88.00	.00	.00
MUSIC DEPT SALARIES	26,650.82	26,650.82	24,011.26	2,639.56	31,675.00	5,024.18	5,024.18
MUSIC DEPT CONTR SERV	583.00	583.00	343.00	240.00	735.00	152.00	152.00
MUSIC DEPT SUPPLIES	1,092.89	1,092.89	1,015.74	77.15	1,384.00	291.11	291.11
MUSIC DEPT CONF & MEETINGS	144.65	144.65	144.65	.00	177.00	32.35	32.35
DIV OF MATH SCI SALARIES	125,919.57	125,919.57	104,536.82	16,382.75	127,625.00	1,705.43	1,705.43
DIV OF MATH SCI CONTR SERV	2,445.51	2,445.51	466.41	1,979.10	2,735.00	289.49	289.49
DIV OF MATH SCI SUPPLIES	6,462.02	6,462.02	6,274.46	187.56	8,573.00	2,110.98	2,110.98
DIV OF MATH SCI CONF & MEETINGS	261.98	261.98	141.82	120.16	704.00	442.02	442.02
MED LAB TECH SALARIES	29,116.54	29,116.54	26,533.22	2,583.32	31,000.00	1,883.46	1,883.46
MED LAB TECH CONTR SERV	27.66	27.66	27.66	.00	400.00	372.34	372.34
MED LAB TECH SUPPLIES	7,739.55	7,739.55	6,582.29	1,157.26	7,856.00	116.45	116.45
MED LAB TECH CONF & MEETINGS	423.60	423.60	378.00	45.60	349.00	74.60 CR	74.60 CR
ADV ADMIN SALARIES	20,937.43	20,937.43	19,062.48	1,875.00	20,000.00	937.48 CR	937.48 CR
ADV INSTR SALARIES	44,481.25	44,481.25	40,718.75	3,762.50	67,175.00	22,693.75	22,693.75
ADV OFC SALARIES	7,081.53	7,081.53	6,486.95	594.58	7,856.00	774.47	774.47
ADV CONTR SERV	20.00	20.00	20.00	.00	110.00	90.00	90.00
ADV SUPPLIES	2,019.26	2,019.26	1,928.56	90.70	1,938.00	81.26 CR	81.26 CR
ADV CONF & MEETINGS	1,102.20	1,102.20	1,077.45	24.75	1,505.00	402.80	402.80
LPN SALARIES	60,792.53	60,792.53	56,156.88	4,635.65	62,520.00	1,727.47	1,727.47
LPN CONTR SERV	25.00	25.00	25.00	.00	100.00	75.00	75.00
LPN SUPPLIES	1,453.37	1,453.37	1,399.21	54.16	1,308.00	145.37 CR	145.37 CR
LPN CONF & MEETINGS	482.21	482.21	469.61	12.60	701.00	218.79	218.79
RAD TECH SALARIES	16,570.00	16,570.00	15,190.00	1,380.00	16,560.00	10.00 CR	10.00 CR
RAD TECH CONTR SERV	.00	.00	.00	.00	900.00	900.00	900.00
RAD TECH SUPPLIES	1,523.40	1,523.40	1,417.62	105.78	2,825.00	1,301.60	1,301.60
RAD TECH CONF & MEETINGS	827.23	827.23	827.23	.00	1,169.00	341.77	341.77
DIV OF PHYS ED SALARIES	32,313.32	32,313.32	29,098.76	3,214.56	38,575.00	6,261.68	6,261.68
DIV OF PHYS ED SUPPLIES	2,008.19	2,008.19	1,856.63	151.56	2,159.00	150.81	150.81
DIV OF PHYS ED CONF & MEETINGS	273.87	273.87	273.87	.00	334.00	60.13	60.13
NURSE AID CONTR SERV	.00	.00	.00	.00	30.00	30.00	30.00
NURSE AID SUPPLIES	17.90	17.90	.00	.00	35.00	17.10	17.10
PART TIME OVERLOAD BUNCH	16,309.50	16,309.50	9,063.00	7,246.50	20,025.00	3,715.50	3,715.50

Account	Total Expenditures	To Date	Prev. Mo.	To Date	This Mo.	Budget	Unexpended	Unencumbered
NIGHT PREMIUMS-BUNCH	200.00	200.00	200.00	.00		200.00 CR	200.00 CR	
PART TIME OVERLOAD-SAGMOE	7,310.00	7,310.00	5,917.50	1,392.50	3,800.00	3,510.00 CR	3,510.00 CR	
PART TIME OVERLOAD-STRICKLAND	124,353.33	124,353.33	82,185.58	42,167.75	103,000.00	21,353.33 CR	21,353.33 CR	
NIGHT PREMIUMS-STRICKLAND	2,200.00	2,200.00	2,100.00	100.00		2,200.00 CR	2,200.00 CR	
SUMMER SESSION SALARIES	73,928.00	73,928.00	73,928.00	.00	80,775.00	6,847.00	6,847.00	
INSTR SECR SALARIES	1,862.803	1,862.803	1,709.473	1,533.30	2,754.20	8,913.97	8,913.97	
WORKROOM CONTR SERV	1,499.50	1,499.50	1,499.50	.00	1,150.00	3,495.00 CR	3,495.00 CR	
INSTR UNALLOCATED CONTR SERV	886.56	886.56	849.06	37.50	1,750.00	863.44	863.44	
FACULTY IN SERVICE TRAINING	2,400.89	2,400.89	825.90	1,574.99	5,000.00	2,599.11	2,599.11	
WORKROOM SUPPLIES	727.58	727.58	449.86	277.72	750.00	22.42	22.42	
FACULTY OFFICE SUPPLIES	535.06	535.06	451.55	83.51	800.00	264.94	264.94	
INSTITUTIONAL COMMITTEES	104.75	104.75	91.59	13.16	200.00	95.25	95.25	
TUITION REIMBURSEMENT	5,735.65	5,735.65	3,489.15	2,246.50	7,500.00	1,764.35	1,764.35	
ARTS & SCI DEAN SALARY	25,875.00	25,875.00	23,625.00	2,250.00	27,000.00	1,125.00	1,125.00	
ASST DEAN SALARY	21,629.45	21,629.45	19,748.63	1,880.82	22,570.00	940.55	940.55	
ARTS & SCI SECR SALARY	8,170.84	8,170.84	7,457.02	713.82	8,566.00	395.16	395.16	
ARTS & SCI FED WORK STUDY	22,880.33	22,880.33	20,783.52	2,096.86	22,577.00	303.38 CR	303.38 CR	
STUDENT TUTORS	3,374.75	3,374.75	3,073.25	301.50	3,300.00	74.75 CR	74.75 CR	
ARTS & SCI DEAN SUPPLIES	975.71	975.71	871.41	104.30	1,125.00	149.29	149.29	
ASST DEAN SUPPLIES	340.60	340.60	340.60	.00	400.00	59.40	59.40	
ARTS & SCI DEAN CONF & MEETINGS	136.06	136.06	216.06	80.00 CR	262.00	125.94	125.94	
ASST DEAN CONF & MEETINGS	709.03	709.03	634.87	74.16	656.00	53.03 CR	53.03 CR	
CAREER ED DEAN SALARIES	7,797.06	7,797.06	7,797.06	.00	26,500.00	18,702.94	18,702.94	
ASST DEAN SALARY	21,291.59	21,291.59	19,374.93	1,916.66	20,000.00	1,291.59 CR	1,291.59 CR	
CAREER ED SECR SALARY	8,846.28	8,846.28	8,077.04	769.24	9,231.00	384.72	384.72	
CAREER ED FEDWORK STUDY	17,515.01	17,515.01	15,556.76	1,958.25	17,380.00	1,350.01 CR	1,350.01 CR	
SVC STUDENT EMPLOYEES	3,310.71	3,310.71	3,133.81	176.90	6,000.00	2,689.29	2,689.29	
CAREER ED DEAN SUPPLIES	1,049.67	1,049.67	962.22	87.45	1,800.00	750.33	750.33	
ACTING ASST DEAN SUPPLIES	443.07	443.07	386.88	56.19	750.00	306.93	306.93	
CAREER ED DEAN CONF & MEETINGS	923.11	923.11	923.11	.00	1,275.00	351.89	351.89	
ACTING ASST DEAN CONF & MEETINGS	321.55	321.55	302.05	19.50	382.00	60.45	60.45	
COMM ED ADMIN SALARIES	20,930.00	20,930.00	19,110.00	1,820.00	21,840.00	910.00	910.00	
COMM ED INSTR SALARIES	81,974.50	81,974.50	66,851.00	15,123.50	77,500.00	4,474.50 CR	4,474.50 CR	
COMM SERV COORDINATORS	6,575.00	6,575.00	6,250.00	325.00	7,000.00	425.00	425.00	
COMM ED SECR SALARY	6,233.92	6,233.92	5,895.47	338.45	7,135.00	901.08	901.08	
COMM ED CONTR SERV	1,805.43	1,805.43	1,725.43	80.00	3,000.00	1,194.52	1,194.52	
COMM ED SUPPLIES	2,961.42	2,961.42	2,465.43	495.99	2,750.00	211.42 CR	211.42 CR	

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
COMM ED CONF & MEETINGS	1,016.04	1,016.04	879.83	136.21	1,530.00	513.96	513.96
ACADEM SKILLS SALARIES	25,946.78	25,946.78	23,415.54	2,531.24	45,100.00	14,153.22	14,153.22
ACADEM SKILLS FED WORK STUDY	3,181.49	3,181.49	3,059.49	122.00	4,200.00	1,018.51	1,018.51
ACADEM SKILLS CONTR SERV	180.25	180.25	180.25	.00	400.00	219.75	219.75
ACADEM SKILLS SUPPLIES	3,231.17	3,231.17	3,180.18	50.99	3,000.00	231.17 CR	231.17 CR
ACADEM SKILLS CONF & MEETINGS	218.65	218.65	178.60	40.05	255.00	36.35	36.35
HONORS PROGRAM CONTR SERV	50.00	50.00		50.00	200.00	150.00	150.00
HONORS PROG SUPPLIES	32.28	32.23	25.36	6.92	200.00	167.72	167.72
HONORS PROG CONF & MEETINGS	462.14	462.14	112.89	349.25	510.00	47.86	47.86
LRC ADMIN SALARIES	19,166.59	19,166.59	17,499.93	1,666.66	20,000.00	833.41	833.41
LRC PROF SALARIES	44,621.78	44,621.78	33,993.58	10,628.20	44,850.00	228.22	228.22
LRC SECR SALARIES	21,657.23	21,657.23	14,743.09	1,914.14	23,451.00	1,793.77	1,793.77
LRC FEB WORK STUDY	8,799.38	8,799.38	8,238.93	560.45	9,800.00	1,000.62	1,000.62
LRC CONTR SERV	2,518.58	2,518.58	1,733.28	785.30	3,500.00	981.42	981.42
LIBRARY SUPPLIES	7,160.25	7,160.25	6,521.33	638.87	8,300.00	1,139.75	1,139.75
A V SUPPLIES	6,140.24	6,140.24	5,682.38	457.86	6,400.00	259.76	259.76
XEROX SUPPLIES	4,447.59 D	4,447.59 CR	4,264.04 D	183.55 CR	2,000.00	6,447.59	6,447.59
LIBRARY BOOKS	23,658.50	23,658.50	22,176.10	1,482.40	25,000.00	1,341.50	1,341.50
LRC CONF & MEETINGS	424.92	424.92	315.58	109.34	510.00	85.08	85.08
ADM & RECORDS PROF SALARIES	11,020.43	11,020.48	11,020.48	.00	10,150.00	870.48 CR	870.48 CR
ADM & REC SECR SALARIES	27,300.52	27,300.52	24,763.86	2,536.66	29,013.00	1,712.48	1,712.48
ADM & REC FED WORK STUDY	4,522.82	4,522.82	4,178.16	344.66	5,000.00	477.18	477.18
ADM & REC CONTR SERV	415.00	415.00	415.00	.00	390.00	25.00 CR	25.00 CR
ADM & REC SUPPLIES	3,367.90	3,367.90	3,050.04	317.86	6,000.00	2,632.10	2,632.10
ADM & REC CONF & MEETINGS	.00			.00	425.00	425.00	425.00
COUNSELING SALARIES	63,412.93	63,412.93	57,794.61	5,618.32	67,420.00	4,007.07	4,007.07
COUNSELING SECR SALARIES	6,544.93	6,544.93	5,950.35	594.58	7,135.00	590.07	590.07
HEALTH SERV SUPPLIES	.00			.00	300.00	300.00	300.00
FIN AIDS PROF SALARIES	20,364.45	20,364.45	18,593.63	1,770.82	21,250.00	885.55	885.55
FIN AIDS SECR SALARIES	7,439.37	7,439.37	6,792.47	646.90	7,763.00	323.63	323.63
STUDENT SERV ADMIN SALARIES	24,725.00	24,725.00	22,575.00	2,150.00	25,800.00	1,075.00	1,075.00
STUDENT SERV SECR SALARIES	8,403.59	8,403.59	7,633.93	769.66	9,236.00	832.41	832.41
STUDENT SERV FED WORK STUDY	4,587.02	4,587.02	4,163.44	4,235.58	4,903.50	3,164.98	3,164.98
COACHING SALARIES	9,600.00	9,600.00	7,200.00	2,400.00	9,300.00	300.00 CR	300.00 CR
STUDENT SERV CONTR SERV	132.33	132.33	132.33	.00	300.00	167.67	167.67
STUDENT SERV SUPPLIES	5,616.93	5,616.93	5,168.37	448.56	4,000.00	3,383.07	3,383.07
STUDENT RECRUITMENT	587.00	587.00	357.00	230.00	2,000.00	1,413.00	1,413.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
COMMENCEMENT	4,352.42	4,352.42	315.59	4,036.83	5,000.00	647.58	647.58
STUDENT SERV CONF & MEETINGS	2,346.16	2,346.16	2,320.99	25.17	3,655.00	1,308.84	1,308.84
VETERANS GRANT SALARIES	14,183.20	14,183.20	12,949.88	1,233.32	14,800.00	616.80	616.80
VETERANS GRANT SECR	6,085.13	6,085.13	5,540.81	544.32	6,510.00	424.87	424.87
VETERANS GRANT SUPPLIES	688.91	688.91	666.79	22.12	2,500.00	1,811.09	1,811.09
VETERANS GRANT CONF & MEETINGS	879.55	879.55	879.55	.00	1,020.00	140.45	140.45
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	240,335.60	240,335.60	220,817.68	14,517.92	276,410.00	36,074.40	36,074.40
MAINT FED WORK STUDY BOYS	29,597.72	29,597.72	27,728.15	1,869.57	51,488.00	21,890.28	21,890.28
MATRONS FED WORK STUDY	8,046.87	8,046.87	7,513.87	533.00		8,046.87 CR	8,046.87 CR
TELEPHONE	20,726.77	20,726.77	19,141.07	1,585.70	24,000.00	3,273.23	3,273.23
PRES SALARY	33,541.59	33,541.59	30,624.93	2,916.66	35,000.00	1,458.41	1,458.41
PRES SECR SALARY	11,065.78	11,065.78	10,103.54	962.24	11,797.00	731.22	731.22
PRES OFC FED WORK STUDY	4,509.00	4,509.00	4,002.69	506.31	4,665.00	156.00	156.00
PRES OFC CONTR SERV	100.00	100.00		100.00	100.00	.00	.00
PRES OFC SUPPLIES	2,960.03	2,960.03	2,313.51	646.52	3,000.00	39.97	39.97
PRES OFC CONF & MEETINGS	1,782.26	1,782.26	1,782.26	.00	2,125.00	342.74	342.74
SPECIAL AFFAIRS	723.48	723.48	723.48	.00	1,500.00	776.52	776.52
BUS OFC ADMIN SALARIES	30,858.20	30,858.20	28,174.88	2,683.32	32,200.00	1,341.80	1,341.80
BUS OFC PROF SALARIES	20,604.09	20,604.09	18,812.43	1,791.66	21,500.00	895.91	895.91
BUS OFC SECR SALARIES	40,546.54	40,546.54	37,216.57	3,329.97	50,775.00	10,228.46	10,228.46
BUS OFC FED WORK STUDY	6,893.89	6,893.89	6,139.43	759.46	8,900.00	2,001.11	2,001.11
BUS OFC CONTR SERV	2,753.38	2,753.38	2,753.38	.00	3,575.00	821.62	821.62
BUS OFC SUPPLIES	3,783.30	3,783.30	1,914.49	3,591.81	7,500.00	3,716.70	3,716.70
BUS OFC CONF & MEETINGS	1,203.02	1,203.02	1,139.37	63.65	1,700.00	496.98	496.98
PUB RELA ADMIN SALARIES	19,933.20	19,933.20	18,199.88	1,733.32	20,800.00	866.80	866.80
PUB RELA SECR SALARIES	1,040.48	1,040.48	1,012.48	28.00	6,505.00	5,464.52	5,464.52
PUB RELA SUPPLIES & ADS	30,302.44	30,302.44	24,104.53	1,197.91	43,000.00	12,697.56	12,697.56
PUB RELA CONF & MEETINGS	519.05	519.05	480.25	38.80	638.00	118.95	118.95
AUDITING & LEGAL	1,1761.27	1,1761.27	1,1366.27	395.00	13,000.00	1,238.73	1,238.73
ELECTIONS & OTHER EXP	8,570.79	8,570.79	5,918.45	2,652.34	5,000.00	3,570.79 CR	3,570.79 CR
BOARD CONF & MEETINGS	662.41	662.41	566.06	96.35	1,700.00	1,037.59	1,037.59
INSTITUTIONAL SECR SALARIES	7,292.84	7,292.84	6,658.68	634.16	7,610.00	317.16	317.16
GROUP HEALTH & LIFE INS	10,1614.77	10,1614.77	10,2323.26	708.49 CR	13,2900.00	3,1285.23	3,1285.23
UNEMPLOYMENT COMP	9,061.15	9,061.15	9,061.15	.00	14,000.00	4,938.85	4,938.85

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
INSTITUTIONAL UNALLOCATED CONTR SERV	1,158.87	1,158.87	972.52	186.35	2,100.00	941.13	941.13
FACULTY ASSN SUPPLIES	230.55	230.55	216.61	13.94	200.00	30.55 CR	30.55 CR
POSTAGE	18,408.43	18,408.43	16,709.99	1,693.44	27,300.00	8,891.57	8,891.57
PUBLICATIONS & BUES	3,974.00	3,974.00	3,974.00	.00	6,200.00	2,226.00	2,226.00
ADVERTISING	739.32	739.32	739.32	.00	550.00	189.32 CR	189.32 CR
RECRUITMENT	787.34	787.34	787.34	.00	2,000.00	1,212.66	1,212.66
GENERAL INSURANCE	31,729.06	31,729.06	31,729.06	.00	32,000.00	270.94	270.94
CAPITAL OUTLAY	12,877.32	12,877.32	10,766.67	2,110.65	26,476.00	13,593.68	13,593.68
STATE VOC EQUIPMENT	9,813.67	9,813.67	9,813.67	.00		9,813.67 CR	9,813.67 CR
TUITION CHARGE BACK	13,519.90	13,519.90	13,365.90	154.00	15,000.00	1,480.10	1,480.10
INSTITU RES SUPPLIES	92.42	92.42	92.42	.00	1,000.00	907.58	907.58
INSTITU RES CONF & MEETINGS	56.30	56.30	56.30	.00	425.00	368.70	368.70
DATA PROC PROF SALARIES	48,265.76	48,265.76	44,999.12	3,266.64	53,066.00	4,800.24	4,800.24
DATA PROC NON ACADEM SALARIES	7,013.87	7,013.87	6,403.97	609.90	7,319.00	305.13	305.13
DATA PROC FED WORK STUDY	3,515.34	3,515.34	3,083.76	431.58	3,800.00	284.66	284.66
DATA PROC CONTR SERV	10,507.99	10,507.99	10,392.99	115.00	10,908.00	400.01	400.01
DATA PROC SUPPLIES	3,100.93	3,100.93	3,185.07	84.14 CR	3,600.00	499.07	499.07
DATA PROC CONF & MEETINGS	360.90	360.90	360.90	.00	850.00	489.10	489.10
DATA PROC EQUIP RENTAL	38,618.74	38,618.74	35,175.66	3,443.08	44,620.00	6,001.26	6,001.26
GRANTS OFC SUPPLIES	732.19	732.19	437.76	294.43	2,000.00	1,267.81	1,267.81
GRANTS OFC CONF & MEETINGS	294.43	294.43	294.43	.00	850.00	555.52	555.52
AFFIRM ACTION CONTR SERV	25.05	25.05	25.05	.00	250.00	224.95	224.95
AFFIRM ACTION SUPPLIES	320.79	320.79	282.14	38.65	400.00	79.21	79.21
AFFIRM ACTION CONF & MEETINGS	95.85	95.85	95.85	1.00 CR	850.00	754.15	754.15
CONTINGENCIES	.00			.00	15,930.00	15,930.00	15,930.00

2,753,685.10 2,753,685.10 2,465,636.71 288,048.39 3,102,963.00 349,277.90 349,277.90

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
BLDG & MAINT SUPPLIES	37,301.38	37,301.38	34,854.84	2,446.54	52,000.00	14,698.62	14,698.62
OPR & MAINT CONF & MEETINGS	394.60	394.60	388.30	6.30	638.00	243.40	243.40
SERVICE EQUIPMENT	4,916.88	4,916.88	4,916.88	.00	8,500.00	3,583.12	3,583.12
MAINT CONTR SERV	24,332.01	24,332.01	22,767.32	1,564.69	24,700.00	5,367.99	5,367.99
GAS	8,2854.72	8,2854.72	7,8908.28	3,946.44	9,3060.00	10,205.28	10,205.28
ELECTRIC	87,667.06	87,667.06	87,657.54	9.52	112,000.00	24,332.94	24,332.94
RENTAL	531.00	531.00	531.00	.00	500.00	31.00 CR	31.00 CR
CONTINGENCIES	.00			.00	15,000.00	15,000.00	15,000.00

237,997.65 T	237,997.65 T	230,024.16 T	7,973.49 T	311,398.00 T	73,400.35 T	73,400.35 T
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SITE AND CONSTRUCTION FUND

GENERAL INSURANCE	191.00	191.00	191.00	191.00	191.00 CR	191.00 CR	
SITE IMPROVEMENT	66,645.85	66,645.85	66,645.85	.00	25,000.00	41,645.85 CR	41,645.85 CR
NEW BLDGS & ADDITIONS	.00			.00	25,000.00	25,000.00	25,000.00
BLDG IMPROVEMENTS	.00			.00	75,000.00	75,000.00	75,000.00
BLDG REPAIRS	8533.20	8533.20	6,175.00	2,358.20	8,533.20 CR	8,533.20 CR	
BLDG REPAIRS LITTLE THEATRE	2,239.31	2,239.31	2,239.31	.00	2,239.31 CR	2,239.31 CR	
DEMAND CONTROLLERS	1,703.00	1,703.00	1,554.00	149.00	1,703.00 CR	1,703.00 CR	
OFFICE EQUIPMENT	.00			.00	10,000.00	10,000.00	10,000.00
INSTR EQUIPMENT	.00			.00	10,000.00	10,000.00	10,000.00
SERVICE EQUIPMENT	.00			.00	10,000.00	10,000.00	10,000.00
OTHER CAPITAL OUTLAY	.00			.00	20,000.00	20,000.00	20,000.00

74,312.36 T	74,312.36 T	76,614.16 T	2,698.20 T	175,000.00 T	95,687.64 T	95,687.64 T
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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	66,600.00	66,600.00	35,325.00	31,275.00	66,600.00	.00	.00
OTHER CHARGES	180.62	180.62	138.12	42.50	500.00	319.38	319.38

291,780.62 T	291,780.62 T	260,463.12 T	31,317.50 T	292,100.00 T	319.38 T	319.38 T
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BOND & INTEREST #2

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DEBT PRINCIPAL RETIREMENT	90.000.00	90.000.00	90.000.00	.00	90.000.00	.00	.00
INTEREST	4.800.00	4.800.00	4.800.00	.00	4.800.00	.00	.00
OTHER CHARGES		.00		.00	100.00	100.00	100.00
	94.800.00T	94.800.00T	94.800.00T	.00T	94.900.00T	100.00T	100.00T
<u>WORKING CASH FUND</u>							
MISC EXPENSES		.00		.00	250.00	250.00	250.00
	.00T	.00T	.00T	.00T	250.00T	250.00T	250.00T
<u>INSURANCE FUND</u>							
INSURANCE EXPENSE		.00		.00	12000.00	12000.00	12000.00
	.00T	.00T	.00T	.00T	12000.00T	12000.00T	12000.00T

EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CURRENT TAXES	729.850.94	729.850.94	729.611.03	239.91	733.788.00	3,937.06	3,937.06
BACK TAXES	2982.07	2,982.07	2982.07	.00	2,982.07 CR	2,982.07 CR	2,982.07 CR
IN LIEU OF TAXES	250.41	250.41	250.41	.00	250.41 CR	250.41 CR	250.41 CR
CHARGE BACK REVENUE	7,778.38	7,778.38	7,720.54	57.84	12,000.00	4,221.62	4,221.62
SUMMER STATE APPORT	105,389.54	105,389.54	105,389.54	.00	100,844.00	4,545.54 CR	4,545.54 CR
FALL STATE APPORT	524,581.13	524,581.13	761,151.46	236,570.33 CR	578,295.00	537,13.87	537,13.87
SPRING STATE APPORT	236,402.47	236,402.47	167.86 △	236,570.33	517,973.00	281,570.53	281,570.53
ICCB EQUALIZATION GRANT	1,932.48	1,932.48	1,093.20	839.28	1,200.00	732.48 CR	732.48 CR
REGULAR REIMB VOC ED	74,651.00	74,651.00	74,651.00	.00	95,000.00	20,349.00	20,349.00
EQUIP REIMB	1,017.00 △	1,017.00 CR	1,017.00 △	.00	5,188.00	6,205.00	6,205.00
STATE WORK STUDY			.00	.00	12,500.00	12,500.00	12,500.00
OTHER ILL REVENUE	597.26 △	597.26 CR	597.26 △	.00	8,817.00	9,414.26	9,414.26
HEW TITLE 2	3,906.00	3,906.00		3,906.00	3,800.00	106.00 CR	106.00 CR
VETERANS COST OF INSTR	14,207.00	14,207.00		14,207.00	14,737.00	530.00	530.00
FEDERAL WORK STUDY	119,212.19	119,212.19	107,241.27	11,970.92	141,377.00	22,164.81	22,164.81
VETERANS REPORTING FEE	2,311.00	2,311.00	2,311.00	.00	8,500.00	6,189.00	6,189.00
SUMMER TUITION	6,694.388	6,694.388	6,694.388	.00	6,683.00	113.88 CR	113.88 CR
FALL TUITION	336,228.37	336,228.37	336,228.37	.00	367,101.00	30,872.63	30,872.63
SPRING TUITION	200,000.00	200,000.00	200,000.00	.00	327,778.00	127,778.00	127,778.00
GRADUATION FEES	707.00	707.00	587.00	120.00	600.00	107.00 CR	107.00 CR
TRANSCRIPT FEES	1,023.50	1,023.50	933.50	90.00	700.00	323.50 CR	323.50 CR
PUB SERV TUITION			.00	.00	4,500.00	4,500.00	4,500.00
INTEREST ON INVESTMENTS			.00	.00	100.00	100.00	100.00
OTHER REVENUE	3,483.73	3,483.73	3,431.33	52.40	100.00	3,383.73 CR	3,383.73 CR

2430.226.83 T 2430.226.83 T 2398.743.45 T 31.483.35 T 3001.728.00 T 571501.17 T 571501.17 T

BUILDING FUND

CURRENT TAXES	182,461.73	182,461.73	182,401.80	59.98	183,447.00	985.22	985.22
BACK TAXES	745.51	745.51	745.51	.00	745.51 CR	745.51 CR	745.51 CR
IN LIEU OF TAXES	62.61	62.61	62.61	.00	62.61 CR	62.61 CR	62.61 CR
INTEREST ON INVESTMENTS			.00	.00	100.00	100.00	100.00
MISC REVENUE	3,122.00	3,122.00	3,123.00	1.00 CR	900.00	2,222.00 CR	2,222.00 CR

186,391.90 T 186,391.90 T 186,332.92 T 58.98 T 184,447.00 T 1,944.90 CR 1,944.90 CR

SITE & CONSTRUCTION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ANNEXTER REVENUE	52,699.75	52,699.75	47,674.75	5,025.00	49,850.00	2,849.75 CR	2,849.75 CR
UNIT 5 REVENUE	11,000.00	11,000.00	9,000.00	2,000.00	12,000.00	1,000.00	1,000.00
INTEREST ON INVESTMENTS	48,698.05	48,698.05	46,149.90	2,548.15	25,000.00	23,698.05 CR	23,698.05 CR
	112,397.80 T	112,397.80 T	102,824.65 T	9,573.15 T	86,850.00 T	25,547.80 CR	25,547.80 CR

BOND & INTEREST #1

CURRENT TAXES	298,338.85	298,338.85	298,240.78	98.07	294,936.00	1,597.15	1,597.15
BACK TAXES	1,322.89	1,322.89	1,322.89	.00		1,322.89 CR	1,322.89 CR
IN LIEU OF TAXES	102.36	102.36	102.36	.00		102.36 CR	102.36 CR
INTEREST ON INVESTMENTS	15,237.16	15,237.16	9,267.15	5,970.01	6,000.00	9,237.16 CR	9,237.16 CR

BOND & INTEREST #2

CURRENT TAXES	96,997.13	96,997.13	96,965.25	31.88	97,471.00	473.87	473.87
BACK TAXES	506.67	506.67	506.67	.00		506.67 CR	506.67 CR
IN LIEU OF TAXES	33.28	33.28	33.28	.00		33.28 CR	33.23 CR
INTEREST ON INVESTMENTS	1,953.75	1,953.75	1,953.75	.00	50.00	1,903.75 CR	1,903.75 CR

WORKING CASH FUND

INTEREST ON INVESTMENTS	63,599.13	63,599.13	52,639.30	10,959.83	10,000.00	53,599.13 CR	53,599.13 CR
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INSURANCE FUND

CURRENT TAXES	12,166.08	12,166.08	12,162.08	4.00	12,058.00	108.08 CR	108.08 CR
IN LIEU OF TAXES	4.17	4.17	4.17	.00		4.17 CR	4.17 CR
	12,170.25 T	12,170.25 T	12,166.25 T	4.00 T	12,058.00 T	112.25 CR	112.25 CR

BRUNN VALLEY COLLEGE

APPROVAL

APPROVED BY

Velma E. Pyle
PRESIDENT

Lorna Keefer

SECRETARY

DATE

SAUK VALLEY COLLEGE

Jill Copey

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 3, 1979

MORANDUM

North Central Self-study Steering Committee

TO: Don Foster *DJP*

CC: Report on Meeting of May 2, 1979

Members present: Gates, Sagmoe, McLean, Walrath, Foster

Items discussed:

1. The list of volunteers was examined and assignments to committees made. (List enclosed)
2. The role of each of the five committees in the self-study was discussed and specific areas of focus defined. It was decided that each committee should be called into session at least once before departing for the summer. (Copy of committee membership and areas of focus enclosed)
3. It was decided that each committee should choose its own chairperson at the organizational meeting.

DF/js

cc Dr. Cole

NORTH CENTRAL SELF-STUDY COMMITTEE STRUCTURE

I. Steering Committee

Membership

Don Foster, Chairman
Jim Strickland
John Sagmoe
Carl Gates
Chuck Walrath
Ken McLean
Robert Crouse
Robert Edison

Responsibility

Assume overall responsibility for coordinating the self-study. This group should serve as an oversight committee to meet with each of the individual committees on a regular basis and serve a liaison function throughout the entire self-study process. In addition this committee will be responsible for writing the final self-study report.

II. Retention and Recruitment

Membership

Karen Pinter
Bill Byar
Frank Pintozzi
Jim Barber

The entire membership of the Institutional Research Committee:

George Vrhel
Don Foster
Walt Clevenger
John Sagmoe
Jim Strickland
Alan Pfeifer
Mike Seguin

Responsibility

This committee will focus on the following:

Retention Studies - 1978 and 1979
Academic Intention Study 1979
Placement Studies
Transfer Studies
Report and analysis of existing recruitment program
Report and analysis of existing advisement program
Other areas of concern as identified by the committee

III. Finance

Membership

Robert Edison
Ron Schilling
Ron Happach
Jan Kime

Responsibility

This committee will assume the responsibility for the following:

A complete description and analysis of the financial resources of the college.

A projection of expected future revenue and expenses and of the financial ability of the college to support its educational programs.

Other areas of financial concern as identified by the committee.

IV. Curriculum and Programs

Membership

Existing Curriculum Committee Membership:

Jerry Mathis	Steve Johnson
Robert Wharton	Carl Gates
Claryce Holmberg	Judy Burnham
Jim Major	Duane Paulsen
Harold Nelson	Chuck Walrath
Al Hardersen	Norm Spencer

Additional committee membership:

Mike Seguin
Rosemary Johnson
Kit Lillyman
Dick Holtam

Responsibility

This committee will assume the responsibility for examining the following curriculum related areas:

Appropriateness of the curriculum for the needs of the students and the community.

Analysis of the schedule of offerings in terms of both the times that courses are offered and proper sequencing to enable students to complete program requirements within a reasonable period of time.

Curriculum effectiveness in preparing students for employment and successful transfer. (Transfer studies and placement studies will relate to this)

Other areas of concern as identified by the committee.

V. Governance and Organizational Structure

Membership

Robert Thomas	Robert Thomas
Ross Dill	Ross Dill
Jim Barber	Jim Barber
John Sagmoe	John Sagmoe
Don Foster	Don Foster
Ralph Gelander	Ralph Gelander

Responsibility

This committee will describe and analyze the existing organizational and governance structure of the college. This will include attention to the following:

- Examination of organizational chart
- Examination of job descriptions
- Examination of the committee structure
- An assessment of the existing organizational and governance system in assisting the college to fulfill its educational mission
- Other areas of concern as identified by the committee

VI. Student Life and Campus Environment

Membership

Mike Seguin	
Claire Buschmann	
Al Hardersen	

Membership of Student Services Committee:

Peggy White	Betty Orlowski
Bob Logemann	Chuck Walrath
Dick Holtam	Stu Keller
Bill Byar	John Sagmoe
Frank Palumbo	Ron Marlier
Kit Lillyman	

Responsibility

This committee will examine the SVC campus environment with emphasis on the following:

An examination of the characteristics of the SVC student population

An examination of the student activities program

An assessment of the campus environment in regard
to student social and cultural interests

Other areas of concern as identified by the
committee

Budget

Workshop

June 26

3:30 P.M.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 25, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees
FROM: Dr. George E. Cole G. E. C.

Although the administration has been able to recommend a balanced budget for FY 80, it should be emphasized that Sauk Valley College's financial problems have in no way been solved. The balanced budget for FY 80 is the result of some strong Board action, including the elimination of 22 full-time positions at a savings of \$296,982 and a 25% increase in tuition.

Despite this balanced budget, a projected deficit of \$250,000 for FY 79 will be carried forward and will remain with us. The practice of cutting supply and equipment budgets to the bone and awarding minimal staff raises (that do not keep up with the cost of living increases) is a practice that cannot be continued over a long period of time.

On the other hand, one cannot spend their way out of debt. The question may well be asked - are future referendums going to be necessary? The answer must be yes...for the long-range financial health of the college.

mv

TENTATIVE BUDGET

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 6-21-79

MORANDUM

President Cole

Bob

DM: Robert Edison

RE: Budget Workshop 6-26-79.

I am enclosing herein adjusted packets for the Budget Workshop in order to formulate the basis for the Tentative Budget for future presentation.

The summary of this current budget would have the following results:

REVENUE - Educational Fund	\$ 3,259,399
Building Fund	<u>196,030</u>
TOTAL PROJECTED REVENUE	\$ 3,455,429

Less Projected Expenditures:

Salaries and Wages summary submitted herewith	\$ 2,412,769
Non-Salary schedule submitted herewith	<u>1,042,660</u> <u>3,455,429</u>
PROJECTED RESULTS (Contingency budgeted at \$62,813) . . .	<u>-0-</u>

The results of the meetings which took place resulted in amendments to the previous submission as follows:

(1) Revenue was raised for State Aid and Student Tuition in the amount of \$ 63,989 and a Grant transfer to Work Study Funds was increased 4,013

for a TOTAL BUDGETED REVENUE INCREASE of \$ 68,002

(2) Non Salaries requests were reduced by a net amount of \$7,467 but since Contingency increased \$22,813, there was a total reduction of \$30,280 from that initially requested. These reductions were \$20,000 for insurance, \$500 Institutional Research supplies, \$500 for Recruitment at Fairs, \$500 in Academic Skills supplies, and \$8,780 in Conference and Meeting costs.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE 6-21-79

MORANDUM

President Cole

Page #2

DM:

Robert Edison

Re: Budget Workshop 6-26-79

(3) Salaries and Wages were reduced by a total net amount of \$96,745 which was derived largely from decreases in Work Study funds requested and in Part-time and Overload increases which had been requested. In addition to these factors it should be noted that the budget anticipates an additional clerical position in the amount of \$8,400 and the allocation of a part-time budget for Mr. Gelander's office totaling \$2,000. Other than these items the only changes which occurred were basically those which took place several months ago and some of which occurred at the beginning of the current year with them only now being reflected as budgetary changes.

RE:fsb

Encls.

SAUK VALLEY COLLEGEEDUCATIONAL FUNDPART I: ESTIMATED REVENUE 1979-80100-000-400 EDUCATIONAL FUND100-000-410 Local Governmental Sources

100-000-411	Current Taxes (660M @ 12¢ @ 98½%)	\$ 780,120
100-000-414	Charge-Back Revenue	<u>10,000</u>
		\$ 790,120

100-000-420 State Governmental Sources100-000-421 State Apportionment

100-000-421-01.1	Summer 1979 (4696 @ \$24.63)	115,662
100-000-421-01.2	Fall 1979 (23,709 @ \$24.63)	583,953
100-000-421-01.3	Spring 1980 (22,713 @ \$24.63)	<u>559,421</u>
		1,259,036

100-000-421-02	ICCB Equalization Grant	--0-
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100-000-422 Vocational Technical Education

100-000-422	Regular Reimbursement	95,000
100-000-422-02	Equipment Reimbursement	<u>19,331</u>
		114,331

100-000-429-01	Illinois Office of Education	--0-
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100-000-430 Federal Governmental Sources

100-000-434	HEW Title II	3,963
100-000-439-01	Veterans Cost of Instruction Program	11,000
100-000-439-02	Federal Work Study	130,658
100-000-439-03	Other Federal	<u>5,000</u>
		150,621

100-000-440 Student Tuition and Fees

100-000-441-01	Summer 1979 (4696 @ \$16.50)	77,484
100-000-441-02	Fall 1979 (23,709 @ \$18.50)	438,617
100-000-441-03	Spring 1980 (22,713 @ \$18.50)	<u>420,190</u>
		936,291
100-000-442-01	Graduation Fees	600
100-000-442-04	Transcript Fees	700
100-000-442-09	Public Services Income	<u>7,500</u>
		8,800

100-000-470	Interest on Investments	100
		100

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

TOTAL EDUCATIONAL FUND REVENUE	• • • • •	\$ 3,259,399
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SAUK VALLEY COLLEGE

BUILDING AND MAINTENANCE FUND

PART I: ESTIMATED REVENUE 1979-80

200-000-400 BUILDING AND MAINTENANCE FUND

200-000-410 Local Governmental Sources

200-000-411	Current Taxes (660M @ 3¢ @ 98½%)	\$ 195,030	\$ 195,030
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200-000-470	Interest on Investments	100	100
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200-000-499	Miscellaneous Revenue	900	900
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TOTAL BUILDING AND MAINTENANCE FUND REVENUE	•	\$ 196,030	
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CURRENT SALARIES PROJECTED FOR 1979-1980 BUDGET

	63 Faculty	1 Para- Prof.	29 Clerical	19 1/4 Admin.	26 Building	Part-time Williams	and Bunch	Overload Sagmoe	Student Tutors	Summer Session	Community Co-ord.	Education Salaries	Public Services	Student SVC	Help Other	1984 Total	
1978-79 Budget	1,015,250	5,450	227,444	430,938	276,410	100,000	20,025	3,800	3,300	80,775	6,000	68,000	3,500	6,000	184,650	2,431,550	
1978-79 Promotions	5,430															5,430	
1978-79 Net Salary Increases	43,595	213														43,808	
1979-80 Promotions	2,085															2,085	
1979-80 Net Salary Increases	43,455	420	6,774	15,668	13,050											79,367	
Starzyk - 10 month	(2,860)															(2,860)	
Salary Raise - Strickland						3,000										3,000	
- Kime						2,500										2,500	
- Pfeiffer						4,200										4,200	
<u>Deletions</u>																	
Williams - Delete (1)						(26,500)										(26,500)	
Mueller - Delete (1)						(14,725)										(14,725)	
Bestings - Delete (4)						(10,150)										(10,150)	
Langenecker - Delete (1)						(17,975)										(17,975)	
Bunch - Delete (1)						(27,000)										(27,000)	
Doolen (1)						(16,316)										(16,316)	
Stanley (1)						(14,800)										(14,800)	
Setchell - Delete (1)						(11,775)										(11,775)	
Gelander's Ofc.						(6,334)										(6,334)	
Faculty Ofc.						(6,334)										(6,334)	
Business Ofc.						(7,492)										(7,492)	
Decreased Allotment																(27,610)	(27,610)
<u>Add On</u>																	
New - Stanley by Sagmoe						8,400										8,400	
Gelander's Ofc.						2,000										2,000	
Other Increases Requests						1,000										20,300	
	1,063,480	6,091	224,458	361,540	289,460	103,000	20,800	13,600	3,600	85,200	7,000	68,000	3,500	6,000	157,040	2,412,769	

NON-SALARY COSTS FOR 1979-80

	<u>Original</u> <u>1978-79</u>	<u>Requests</u> <u>1979-80</u>	<u>Difference</u> <u>1979-80</u> <u>Re: 1978-79</u>
DIVISION OF BUSINESS (Strickland)			
Contractual Services	3,800	3,800	-0-
General Materials & Supplies	3,850	4,661	811
Conference & Meeting Expense	1,148	1,148	-0-
FOOD SERVICES (Strickland)			
Contractual Services	350	300	(50)
General Materials & Supplies	949	994	45
Conference & Meeting Expense	212	212	-0-
DIVISION OF AGRICULTURE (Strickland)			
Contractual Services	165	150	(15)
General Materials & Supplies	1,390	1,300	(90)
Conference & Meeting Expense	468	468	-0-
DIVISION OF INDUSTRIAL EDUCATION (Strickland)			
Contractual Services	1,250	2,000	750
General Materials & Supplies	12,728	14,088	1,360
Conference & Meeting Expense	1,496	1,496	-0-
COSMETOLOGY (Strickland)			
Contractual Services	23,256	23,000	(256)
General Materials & Supplies	100	100	-0-
Conference & Meeting Expense	42	42	-0-
HUMAN SERVICES (Strickland)			
Contractual Services	350	300	(50)
General Materials & Supplies	1,200	1,200	-0-
Conference & Meeting Expense	467	467	-0-
DIVISION OF SOCIAL SCIENCE (Foster)			
General Materials & Supplies	1,942	2,600	658
Conference & Meeting Expense	952	952	-0-
CRIMINAL JUSTICE (Strickland)			
Contractual Services	200	225	25
General Materials & Supplies	1,893	1,863	(30)
Conference & Meeting Expense	850	850	-0-
FIRE SCIENCE (Strickland)			
Contractual Services	100	100	-0-
General Materials & Supplies	1,575	1,575	-0-
Conference & Meeting Expense	340	240	(100)
LIBRARY TECHNOLOGY (Strickland)			
General Materials & Supplies	250	250	-0-

	<u>Original</u> <u>1978-79</u>	<u>Requests</u> <u>1979-80</u>	<u>Difference</u> <u>1979-80</u> <u>Re: 1978-79</u>
DIVISION OF HUMANITIES (Foster)			
Contractual Services (Humanities)	525	500	(25)
General Materials & Supplies (Humanities)	2,154	2,154	-0-
Conference & Meeting Expense (Humanities)	1,136	1,136	-0-
Contractual Services (Art)	346	446	100
General Materials & Supplies (Art)	1,527	2,527	1,000
Conference & Meeting Expense (Art)	88	88	-0-
Contractual Services (Music)	735	735	-0-
General Materials & Supplies (Music)	1,384	1,300	(84)
Conference & Meeting Expense (Music)	177	177	-0-
DIVISION OF MATH-SCIENCE (Foster)			
Contractual Services	2,735	2,950	215
General Materials & Supplies	8,573	8,750	177
Conference & Meeting Expense	704	704	-0-
MED. LAB. (Strickland)			
Contractual Services	400	400	-0-
General Materials & Supplies	7,856	10,065	2,209
Conference & Meeting Expense	349	550	201
A.D. NURSING (Strickland)			
Contractual Services	110	135	25
General Materials & Supplies	1,938	2,160	222
Conference & Meeting Expense	1,505	1,505	-0-
L.P. NURSING (Strickland)			
Contractual Services	100	250	150
General Materials & Supplies	1,308	1,684	376
Conference & Meeting Expense	701	701	-0-
RAD. TECH. (Strickland)			
Contractual Services	900	450	(450)
General Materials & Supplies	2,825	3,150	325
Conference & Meeting Expense	1,169	3,030	1,861
DIVISION OF PHYSICAL EDUCATION (Foster)			
General Materials & Supplies	2,159	2,140	(19)
Conference & Meeting Expense	334	334	-0-
NURSE AIDE (Strickland)			
Contractual Services	30	30	-0-
General Materials & Supplies	35	300	265
Conference & Meeting Expense	-0-	-0-	-0-
INSTRUCTIONAL PROGRAM ADMINISTRATION (Edison)			
Contractual Services (Workroom)	1,150	1,750	600
Contractual Services (UNALLOCATED)	1,750	1,650	(100)
Faculty-in-Service Training	5,000	5,000	-0-
General Materials & Supplies (Workroom)	750	750	-0-
General Materials & Supplies (Faculty Ofc.)	800	800	-0-
General Materials & Supplies (Instit. Com.)	200	200	-0-
Tuition Reimbursement	7,500	6,000	(1,500)

	<u>Original</u> <u>1978-79</u>	<u>Requests</u> <u>1979-80</u>	<u>Difference</u> <u>1979-80</u>
			<u>Re: 1978-79</u>
<u>DEAN OF ARTS & SCIENCES</u> (Foster)			
General Materials & Supplies	900	1,750	850
Conference & Meeting Expense	612	612	-0-
<u>ASSISTANT DEAN OF ARTS & SCIENCES</u> (Foster)			
General Materials & Supplies	400	-0-	(400)
Conference & Meeting Expense	306	-0-	(306)
<u>DEAN OF CAREER EDUCATION</u> (Strickland)			
General Materials & Supplies	1,800	1,800	-0-
Conference & Meeting Expense	1,275	1,275	-0-
<u>ASSISTANT DEAN OF CAREER EDUCATION</u> (Strickland)			
General Materials & Supplies	750	600	(150)
Conference & Meeting Expense	382	382	-0-
<u>COMMUNITY EDUCATION</u> (Strickland)			
Contractual Services	3,000	3,000	-0-
General Materials & Supplies	2,000	2,200	200
Conference & Meeting Expense	1,530	1,530	-0-
<u>ACADEMIC SKILLS CENTER</u> (Sagmoe)			
Contractual Services	400	400	-0-
General Materials & Supplies	3,000	3,300	300
Conference & Meeting Expense	255	255	-0-
<u>HONORS PROGRAM</u> (Foster)			
Contractual Services	200	200	-0-
General Materials & Supplies	200	200	-0-
Conference & Meeting Expense	510	510	-0-
<u>ACADEMIC SUPPORT</u> (Learning Resources) (Sagmoe)			
Contractual Services	3,500	3,500	-0-
Library Supplies	8,300	8,800	500
A-V Supplies	6,400	6,400	-0-
Xerox Supplies	2,000	2,000	-0-
Library Books	25,000	30,000	5,000
Conference & Meeting Expense	510	510	-0-
<u>ADMISSIONS AND RECORDS</u> (Cole)			
Contractual Services	390	429	39
General Materials & Supplies	6,000	6,000	-0-
Conference & Meeting Expense	425	425	-0-
<u>HEALTH SERVICES</u> (Sagmoe)			
General Supplies	300	300	-0-
<u>ADMINISTRATION OF STUDENT SERVICES & AIDS</u> (Sagmoe)			
Contractual Services	300	300	-0-
General Materials & Supplies	9,000	9,000	-0-
Recruitment at Fairs	2,000	1,500	(500)
Commencement	5,000	5,500	500
Conference & Meeting Expense	3,655	3,655	-0-

	<u>Original</u> <u>1978-79</u>	<u>Requests</u> <u>1979-80</u>	<u>Difference</u> <u>1979-80</u> <u>Re: 1978-79</u>
<u>VETERANS GRANT PROGRAM (Sagmoe)</u>			
General Materials & Supplies	2,500	1,200	(1,300)
Conference & Meeting Expense	1,020	800	(220)
<u>PUBLIC SERVICES (Edison)</u>			
Contractual Services	500	1,000	500
General Materials & Supplies	500	3,000	2,500
<u>OPERATION & MAINTENANCE OF PLANT (Edison)</u>			
Telephone	24,000	24,000	-0-
General Materials & Supplies	52,000	52,000	-0-
Conference & Meeting Expense	638	638	-0-
Additional Equipment	8,500	8,500	-0-
Contractual Services	29,700	29,700	-0-
Gas	93,060	105,350	12,290
Electricity	112,000	124,100	12,100
Rental	500	500	-0-
Contingencies	15,000	22,000	7,000
<u>PRESIDENT'S OFFICE (Cole)</u>			
Contractual Services	100	100	-0-
General Materials & Supplies	3,000	3,000	-0-
Conference & Meeting Expense	2,125	2,000	(125)
Special Affairs	1,500	1,500	-0-
<u>BUSINESS OFFICE (Edison)</u>			
Contractual Services	3,575	3,575	-0-
General Materials & Supplies	7,500	7,500	-0-
Conference & Meeting Expense	1,700	1,700	-0-
<u>COMMUNITY RELATIONS (Cole)</u>			
General Materials & Supplies	43,000	45,000	2,000
Conference & Meeting Expense	638	638	-0-
<u>BOARD OF TRUSTEES (Edison)</u>			
Contractual - Auditing & Legal	13,000	14,000	1,000
Other General Supplies (Election)	5,000	6,000	1,000
Conference & Meeting Expense	1,700	1,700	-0-
<u>INSTITUTIONAL EXPENSE (Edison)</u>			
Group Medical & Life Insurance	132,900	115,500	(17,400)
Unemployment Compensation	14,000	19,200	5,200
UNALLOCATED CONTRACTUAL	2,100	2,100	-0-
Supplies (Faculty Association)	200	200	-0-
Postage	27,300	27,300	-0-
Publications/Dues (Cole)	6,200	6,200	-0-
Advertising	550	550	-0-
Recruitment (Cole)	2,000	2,000	-0-
General Insurance	32,000	12,000	(20,000)
Equipment	26,476	52,780	26,304
Tuition Charge-Back (Sagmoe)	15,000	15,000	-0-

	<u>Original</u> <u>1978-79</u>	<u>Requests</u> <u>1979-80</u>	<u>Difference</u> <u>1979-80</u> <u>Re: 1978-79</u>
<u>INSTITUTIONAL RESEARCH (Cole)</u>			
General Materials & Supplies	1,000	500	(500)
Conference & Meeting Expense	425	-0-	(425)
<u>DATA PROCESSING SERVICES (Cole)</u>			
Contractual Services	10,908	11,213	305
General Materials & Supplies	3,600	3,780	180
Conference & Meeting Expense	850	850	-0-
Rental of NCR & IBM Equipment	44,620	44,908	288
<u>GRANTS OFFICE (Sagmoe)</u>			
General Materials & Supplies	2,000	1,000	(1,000)
Conference & Meeting Expense	850	600	(250)
<u>AFFIRMATIVE ACTION (Foster)</u>			
Contractual Services	250	200	(50)
General Materials & Supplies	400	400	-0-
Conference & Meeting Expense	850	850	-0-
<u>PROVISION FOR CONTINGENCIES</u>	25,000	40,813*	15,813
<u>TOTAL EDUCATIONAL AND BUILDING BUDGETS</u>	982,811	1,042,660	59,849

* Total Contingency of \$62,813

BUDGET MESSAGE

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 26, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

OM: Dr. George E. Cole

: Budget Workshop - June 26, 1979

As the tentative budget bottom line indicates, the budget situation at Sauk Valley College has improved significantly for 1979-80 as compared to our 1978-79 year. This improvement can be attributed to several identifiable factors. Some of these factors can be classified as direct action taken by the Board upon the recommendation of the administration, some can be classified as the result of actions taken by state, local and federal governmental bodies, and some are caused by changes in the economy, the overall upswing in land values, inflation, etc. I will attempt to explain each of these in a more detailed fashion.

BUDGET FACTORS

1. Staffing Patterns

Over the past three years, 21 full-time staff positions have been eliminated. The total of these salaries at the time of separation was \$305,382. Salary increases for those people remaining on the payroll reduces the original budget impact of this, but it is fair to say that the college has cut back significantly on personnel costs. (See attached listing)

2. Tuition Increases

During the past two years, the tuition at the college has been increased twice. January 1, 1979, we raised tuition from \$16 to \$18 and as of Fall, 1979, it will be raised from \$18 to \$20.* This will have an improved budgetary impact of \$146,000 for FY '80. It also increased our 1979-80 revenue by approximately \$40,000.

* (\$1.00/SCH student activity fee is included in this figure).

3. Salary Cuts

Giving time off with pay in lieu of salary increases to administrative and classified personnel in prior years, and giving minimal salary increases to faculty, administration and classified personnel this year (which did not keep up with the cost of living increase) has helped to limit the impact of the inflation of personnel costs. For the first

time in several years we are able to enter a budget year knowing what our full-time salary costs will be. All salary raises are scheduled in the budget.

4. State - Federal and Local Government Action

An increase in the assessed valuation of the college district will yield an estimated \$68,000 in additional local property tax revenue for FY '80.

Although the figures are not firm, there is an anticipated change in the state aid formula which should add approximately \$70,000 to our revenue next year. On the federal level, the Middle Income Assistance Act will make it possible for middle income families to qualify for federally financed aid programs for students. It is anticipated that this act will have a positive impact on enrollment growth.

5. Economy

There has been much talk of late about the possibility of a recession. It seems to be the pattern that during an economic downturn when jobs are not available, people tend to return to college to enhance their skills. The first signs of this downturn occurred this summer when many students returned to Sauk Valley to take full loads giving the college an enrollment growth in excess of 10%.

PROBLEM AREAS

1. Workstudy Funds

The workstudy funds for 1979-80 have been allocated on a spending pattern for the 1977-78 year which was low. The request for workstudy funds for FY '80 from the administration amounts to more than \$200,000 with only about \$155,000 available. Therefore, it was necessary for everyone to receive a 15% cut in funds from FY '79. We have been assured by Ron Marlier that supplemental funds are generally available when requested with proper substantiation. For that reason, we will seek \$50,000 supplemental funds about the middle of November. This will mean that the college will spend more workstudy funds in the Fall with the anticipation of a supplemental grant. We believe this spending will be heavy as a larger number of students will be qualifying for workstudy due to the new Middle Income Assistance Act. We intend to provide jobs for all students who qualify and who desire employment. If it becomes apparent that a supplemental grant will not be forthcoming, we will have to make sizeable cutbacks in our Spring semester workstudy spending. It is to our advantage to spend as much workstudy money as possible in order to increase this grant for future years. This, in turn, will bolster the employment of students and thereby increase enrollment. Since we have had a 10% cut in our classified staff, we have increased our need for more clerical and maintenance workstudy positions.

2. Full-time Staff

With a 3% increase in enrollment projected for 1979-80 and with our full-time instructional staff having an unusually low student credit hour average last year, it was distressing to see that the part-time and overload budgets were being increased from the previous year. I have discussed this problem with the Deans and have asked them to provide me with a written rationale for this increase. From my own point of view, it would appear that the solution to this problem would be found by doing a careful analysis of our Spring 1980 schedule with the intention of reducing sections and also utilizing full-time staff in off-campus assignments and combining small sections wherever possible.

OTHER CONSIDERATIONS

It should be noted that with a significant increase in summer enrollment there is a probability that the fall and spring enrollment might also be up. The college will experience an additional \$20,000 increase in revenue for each 1% increase in annual enrollment. Thus, with a 600 SCH increase in enrollment this summer, this will increase the overall projected enrollment for this year by more than 1%. Our present scheduling and staffing patterns have provided more room for additional growth without significant additional expenditures. Last year the total college credit hours decreased 3,459 from the 1977-78 year. By budgeting a 3% increase in enrollment for the 1979-80 year (see attached chart) we are placing an expectation upon all college staff of reversing the downward trend through better recruitment efforts and more concern about the retention of individual students. The projected enrollment growth amounts to less than one student in each section taught by all full-time staff.

For these reasons, it is the opinion of the administration that the discussion of further staff or program cuts need not take place at our June 26 budget workshop. If such discussions do take place in the future, they should occur after an analysis of the Fall enrollment. There is also a need to have a mid-year budget assessment workshop. At that time we can analyze enrollment patterns, progress of the workstudy supplemental grants, and make adjustments if necessary. We will also by that time have the auditors report from 1978-79 to know what the actual spending was for last year. Preliminary information on 1980-81 state aid grants should also be available. All of this additional information should allow us to make a more realistic assessment of staffing needs for the 1980-81 year.

mv
encs.

STAFF REDUCTIONS AT SAUK VALLEY COLLEGE 1977 THROUGH JUNE, 1979

<u>Faculty</u>	John Devine	\$16,800	
	Phil Osborn	20,600	
	Dan Mabee	16,275	
	Don Doyle	16,275	
	Charles Harper	14,725	
	Cynthia Lawrence	14,580	
	Tom Setchell	11,775	
	Teresa Mueller	14,725	
	Esther Longanecker	17,975	143,730
<u>Administration</u>	Mack Warren	20,800	
	Harriet Hastings	10,150	
	Richard Doolen	16,316	
	Noah Bunch	27,000	
	Ron Williams	26,500	
	George Stanley	14,800	115,566
<u>Classified</u>	Business Office	7,492	
	Information Office	6,334	
	Public Information	4,330	18,156
	Three custodial positions	27,930	27,930
	Total Reductions	\$ 305,382	
	Request for Classified Position Veteran's Advisor		<u>- 8,400</u>
	Net Reductions	\$ 296,982	

SAUK VALLEY COLLEGE

DIXON, ILLINOIS

STATE AID HOURS MIDTERM

	Summer	Fall	Spring	Total	
1966-67	---	6,457	5,902	12,359	
1967-68	852	13,012	11,514	25,378	
1968-69	2,195	13,543	12,490	28,228	
1969-70	2,714	16,273	14,273	33,260	
1970-71	3,006	16,224	15,262	34,492	
1971-72	2,859	17,155	16,127	36,141	
1972-73	2,701	17,756	17,116	37,573	
1973-74	3,032	18,596	18,365	39,993	
1974-75	3,243	20,436	22,394	46,073	
1975-76	6,128	28,471	28,108	62,707	
1976-77	5,553	26,291	26,645	58,489	
1977-78	4,472	25,645	22,970	53,087	
1978-79	4,559	23,018	22,951	49,628	
1979-80	Estimated	5,060	23,600	22,600	51,260
1980-81					

June 20, 1979
President's Office

CREDIT HOUR COMPARISON BY DIVISION

CREDIT HOUR COMPARISON BY DIVISION

<u>Department</u>	<u>FY 78</u>	<u>FY 79</u>	<u>+ or -</u>	<u>%</u>
Agriculture	666	878	+ 212	+ 31.8%
Business	8,839	7,770	-1,069	- 12.1%
Humanities	6,893	6,442	- 471	- 6.8%
Natural Sciences	6,322	5,744	- 578	- 9.1%
Physical Education	1,054	895	- 159	-15.1%
Social Science	6,865	5,714	-1,151	-16.8%
Industrial Tech	5,483	4,799	- 684	-12.5%
Health	4,879	5,021	+ 142	+ 2.9%
Academic Skills	2,236	2,251	+ 15	+ .7%
Public Service	4,394	3,977	- 417	- 9.5%
Community Service	5,456	6,157	+ 701	+12.8%
Public Safety	*(1,388)	(116)		
 TOTAL	 53,087	 49,628	 -3,459	 - 6.5%

*Rolled into Public Service

Director of Informational Services
June 26, 1979

SITE & CONSTRUCTION FUND INFORMATION

June 8, 1979

TO: President Cole

FROM: Robert Edison

Bob
RE: Budget Workshop 6-26-79.

In accordance with our recent discussion wherein you indicated that the members of the Board of Trustees were raising questions relative to the Site and Construction Fund, (and Rental Income), and that they did not feel that they were knowledgeable in reference to this fund, I am submitting the attached report.

In reference to the submission herein I would like to indicate that the Board of Trustees have been given annual reports and monthly reports on the Site and Construction Fund since the inception of the fund itself.

In reference to this fund I would like to submit the following information:

- 1) I think it goes without saying that the origin of the Site and Construction Fund was represented by the bond issue totaling \$3,975,000 for the construction and the equipping of the buildings for the Sauk Valley College community. At the time of this bond issue it was indicated that these funds were felt to be sufficient for the construction and equipping of a facility valued at approximately \$16,000,000.
- 2) I would like to indicate that the basic rationale which was approved by the Board of Trustees as to why the rental funds were deposited in the Site and Construction Fund is as follows:
 - A) The Board of Trustees specifically approves all expenditures from this fund.
 - B) The source of the funds necessary for the T-1 building construction were wholly derived from the site funds, with reimbursement for this facility not having been requested from the Illinois Building Authority since to have done so would not have permitted the total construction of the facility which we now occupy.
 - C) The Building Fund has never been budgeted nor have funds been available for any type of major repairs on this building which might involve absolute essential and substantial costs. Our building is now nine years old and some of the potential costs revolving around pumps and motors, brickwork, boilers, deep well, chiller units for 1,200 tons of air conditioning, parking surfaces, etc., could occur at any point in time.

TO: President Cole
FROM: Robert Edison
RE: Budget Workshop 6-26-79

June 8, 1979
Page #2

In addition to the foregoing information I am submitting herewith the annual data for the Site and Construction Fund for the fiscal year ended June 30, 1973 through June 30, 1978. I have also prepared summary data on this Fund which is attached and which clearly indicates the Investment Income, the Rental Income, Other Income and the Expenditures which have been made from this fund. Although I have never understood some of the implications and/or innuendos that this fund was accumulating vast resources from rental income I do believe that the attached report clearly indicates that we have expended from this fund more than the combined total of all "Rental Income" and "Other Income" received during the past six years, and that the actual accrual which has taken place in this fund is less than the investment income contained therein.

RE:fsb

Enclosures:

*Report of S&C Fund Income & Expenditures.
Annual Reports for S&C Fund from
June 30, 1973 thru June 30, 1978.*

SITE AND CONSTRUCTION FUND

		<u>Investment Income</u>	<u>Rental Income</u>	<u>Other Income</u>	<u>Expenditures</u>	<u>Fund Balance</u>
Fund Balance	6-30-73					\$ 585,685
Year Ended	6-30-74	\$ 33,228	\$ 42,844	\$ 87,485	\$ 135,654	
	6-30-75	37,365	47,716	23,771	97,486	
	6-30-76	25,589	60,081	2,426	130,355	
	6-30-77	38,404	58,414	---	7,580	
	6-30-78	36,501	60,812	---	3,462	
Estimated Year Ended	6-30-79	<u>56,000</u>	<u>63,425</u>	<u>---</u>	<u>95,600</u>	<u>\$ 789,609</u>
Total Investment Income		<u>\$ 227,087</u>	<u>\$ 333,292</u>	<u>\$ 113,682</u> <u>333,292</u>		
Grand Total Rental and Other Income				<u>\$ 446,974</u>		
Total Expenditures					<u>\$ 470,137</u>	

NOTES.

- 1) Historical cost of the Anixter facility was \$316,090, plus architects' fees. The approximate cost of the basement kitchen facilities, plus equipment, was \$250,000.
- 2) Anixter leased our facility 11-15-72, with a current net rental income approximating \$54,000 annually. Unit 5 rented our basement kitchen facilities effective 11-16-74, with a current net rental income of \$12,000 annually.

Information on Coaching Salary Increases

AUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 19, 1979

MEMORANDUM

TO: Dr. Cole ✓
Bob Edison

FROM: John Sagmoe

RE: STUDENT SERVICES BUDGET, OTHER SALARIES (COACHING)
Information for Board Budget Workshop

The tentative budget for Student Services Account #138-000-519 Other Salaries (Coaching) has been increased from \$9,300 to \$10,300.

Salary adjustments were not made in 1978-79, and these recommendations for 1979-80 have been reviewed with the Director of Athletics. The increases are nominal; you will note that Wrestling has been increased the most. This is based on the increased student involvement in this activity, the longer schedule, and the extensive time given by the coach to student recruitment.

This budget also includes a salary for the Sauk Talk newspaper advisor which is equated on a 3 credit hour load for each semester.

It is my opinion that we are most fortunate to have dedicated faculty to serve in these positions. As you know, many of them do it out of a personal interest not only in the activity, but also out of their interest in student development. Frankly, the comparison of our salaries with area high schools and colleges will find our salaries significantly lower, and in addition, we do not employ any assistants.

JES/jmb

attachment

Athletic Contracts

#138-000-519

	<u>1979</u>	<u>1980</u>
Wrestling	800	1200
Basketball Men	1400	1550
Basketball Women	800	950
Tennis Men	550	600
Tennis Women	550	600
Volleyball	650	700
Golf	550	600
Baseball	800	800
Softball	800	800
Cheerleader	500	500
*Cross Country	550	not budgeted
*Indoor	500	not budgeted
*Outdoor	700	not budgeted
<u>Sauk Talk Advisor</u>	1350	1350

*not fully utilized

		ACTUAL 1975-76	ACTUAL 1976-77	ACTUAL 1977-78	BUDGETED 1978-79	TENTATIVE JUNE 26th WORKSHOP
FULL-TIME INSTRUCTORS	Dollars Numbers	\$ 906,491.40 62½	\$ 968,268.20 62	\$ 952,638.94 59	\$ 919,938 58*	{ *55 { \$1,069,571 }
COUNSELORS LIBRARIANS	Dollars Numbers	91,125.18 6	116,326.61 7	112,879.63 7	100,770 6	{ 6 }
ADMINISTRATORS	Dollars Numbers	364,690.16 18	433,892.49 22	456,312.06 22	430,938 19½	361,540 15
CLERICAL	Dollars Numbers	184,528.62 28	203,817.91 28	200,914.52 28	227,444 29	224,458 27
BUILDING	Dollars Numbers	255,314.36 29	266,665.26 29	257,670.56 29	276,410 26	289,460 26
PART-TIME & OVERLOAD	Dollars	204,333.98	217,985.00	215,830.04	201,325	212,400
SUMMER	Dollars	99,756.50	112,045.96	73,961.67	80,775	85,200
WORKSTUDY	Dollars	152,420.23	181,287.49	174,618.31	193,950	166,640
TOTAL SALARY	DOLLARS	\$2,258,660.43	\$2,500,288.92	\$2,444,825.73	\$2,431,550	\$2,409,269
*Includes 1 Para-Prof.						
STUDENT CREDIT HOURS		62,707	58,489	53,087	49,628	

June 26, 1979

* Budget Figure

1975-76
1/16 of 3-22-7
63

		1966-67	1967-68	1968-69	1969-70	1970-71	1971-72	1972-73	1973-74	1974-75	1975-76
Full-time Teachers	Dollars Number	20	317,532.42 44	316,913.24 58	360,719.12 55	350,060.67 53	615,939.44 53	603,681.15 50	721,451.43 55	762,234.54 54½	922,776 63
Directors & Librarians	Dollars Number	1	20,457.22 2	47,504.00 3	56,001.01 5	71,160.78 6	71,608.18 6	79,231.42 6	86,730.12 6	89,630.90 6	104,575 6
Administrators	Dollars Numbers	16	278,697.64 23	334,432.42 25	389,640.56 25	335,103.17 23	394,350.25 22	350,275.91 20	291,724.85 16	349,134.19 18	364,690 16
Personnel	Dollars Numbers		85,433.65 19	95,044.51 20	133,450.34 30	152,672.40 32	156,928.93 32	150,257.18 29	170,574.30 29	164,000.88 28	196,218 26
Building	Dollars Numbers		31,263.32 6	34,672.69 6	61,083.95 18	102,859.48 32	193,473.66 32	105,275.31 29	209,903.23 29	230,561.37 29	262,120 29
Part-time & Overload	Dollars Numbers		24,790.00	33,923.00	32,709.99	39,435.00	40,525.00	37,050.30	31,791.50	127,730.11	143,974.35
Other	Dollars		9,705.56	20,054.98	35,113.87	35,560.96	44,239.03	39,211.04	60,591.84	70,325.00	100,000
Other Study	Dollars		45,586.43	94,722.80	79,587.11	109,696.34	99,356.77	92,500.81	72,513.25	107,314.17	178,647
Total Student Costs			323,623.24	1,176,154.63	1,346,851.97	1,558,647.02	1,612,946.26	1,591,224.42	1,741,224.22	1,917,425.40	2,333,368

Total Student
Credit Hours

12,359 25,378. 28,228 33,286 34,492 36,141 37,598 39,993 46,073 62,100

*See next page for
actual

4-5-76
26

SAUK VALLEY COLLEGE

1,3
RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 25, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

The attached memorandum from W. Clevenger indicates that in his opinion, it would be to our advantage to upgrade the 8450 to 8455. His reasons include:

1. Increase the storage capacity
2. Increase the flexibility of operations in the Data Center
3. Better prepare our students to find jobs through working on up-dated equipment.

This upgrading would cost us approximately \$278/month but would not exceed the amount budgeted last year.

RECOMMENDATION: Board approval to proceed with the upgrading of the Data Processing equipment as per the specifications outlined in the attached memorandum.

SAUK VALLEY COLLEGE

4-3
RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 4-27-79

MORANDUM

/ Submitted to the Board June 25, 1979/

Dr. Cole

M: Walter Clevenger

Upgrade of present 8450 to 8455

Sauk Valley College is presently in the first year of a five-year contract with NCR. I would like to upgrade to an 8455 for the following reasons:

1. Increased Disk Storage Capacity:
 - a. Be able to put transcripts on-line. This would make it unnecessary to hire an additional person in the Office of Admissions and Records at this time.
 - b. Be able to put the Financial Aid office on-line permanently, rather than on a segmented time basis, and increase applications.
2. Increase the flexibility of operations in the Data Center.
3. Education - Hardware and software which is more in tune with the "state of the art".

Cost Breakdown per Month

	Present System 8450	Proposed System 8455	NCR Budgeted Amount
NCR			
Hardware	\$2,781.60	\$3,060.00	+ 278.40
Software	235.00	235.00	(no change)
	<hr/>	<hr/>	<hr/>
	\$3,016.00	\$3,295.00	+278.40
			\$3299.00

There will be an increase in the actual dollars spent per month, but there will be no increase in the amount budgeted per month.

If SVC signs an order for the upgrade, delivery will probably be in December, 1979, or January, 1980.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 15, 1979

MEMORANDUM

O: Dr Cole

FROM: Jim Strickland



INDUSTRIAL AND TECHNICAL DEPARTMENT PROGRAM EXPANSION

In order to develop new programs in this Department, additional laboratory space is needed. I would, therefore, officially request permission to utilize at least one-half of the present building referred to as the Holding Pond Garage.

This building contains a small room suitable for test equipment for the Holding Pond, as required by EPA. The remainder of the building is used for storage by the Grounds and Building Department.

With your approval, I would like to present to the Board of Trustees, a plan for expansion of the Industrial and Technical Programs. I could have the concept presentation ready when the Board meets for the Workshop on June 26, 1979. This anticipated project would involve a planning period of about one year, with the assistance of the faculty in the Industrial and Technical Department.

We would be proposing the following:

1. The Construction Technology Program move to the present location of the Holding Pond Garage.
2. Set up the Automotive Body Repair Lab in the present location of the Construction Lab.
3. Move the Heating and Air Conditioning Program equipment from T2 Building to the Holding Pond Garage.
4. Develop individual courses, or a Certificate Program in Metal Fabrication and Metal Folding, to compliment the present Heating and Air Conditioning Program.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 15, 1979

MEMORANDUM

PAGE TWO

O: Dr. Cole

FROM: Jim Strickland

To accomplish this series of changes, we would apply the students' lab experience, along with the expertise of the staff, as follows:

1. Oversee the entire project-
Bob Smith and Ron Happach
2. Draw Plans to be submitted for approval-
Chuck Oster and his Advanced Drafting class.
3. Pouring of Concrete in Holding Pond Garage-
Concrete Technology class project.
4. Installation of Electrical Wiring-
Electrical Wiring class project.
5. Installation of Heating and Air Conditioning-
Heating and Air Conditioning class project.
6. Construction of Internal Partitions-
Residential Construction class or
Commercial Construction class project.

With Board approval, we could begin the planning stages which would cover a period of approximately two semesters. The following year- the actual construction would start.

Total completion would facilitate two, and possibly three, new programs in our Industrial and Technical Department, in addition to expanding the capacity of the Construction Program, and, Heating and Air Conditioning Program.

It may be appropriate also for the Building Utilization Committee to give advice and counsel in this venture. There may be other projects our Industrial and Technical Department could assume as part of their normal classroom laboratory instruction.

I have discussed our expansion project with the Industrial and Technical Department and Bob Edison.

lm

cc: Bob Edison
Ralph Gelander

PROGRAM EXPANSION PROPOSAL
INDUSTRIAL AND TECHNICAL DEPARTMENT
SAUK VALLEY COLLEGE

BASIC CONCEPT

The Industrial and Technical Department is asking Board Approval to utilize the actual design and construction of laboratory facilities in the Holding Pond Building, as student classroom projects. The students, under the direction and supervision of the Industrial and Technical faculty, would be developing appropriate plans and performing actual construction where necessary, to convert the Holding Pond Building to a laboratory facility for the Construction Technology Program.

At the present time, the decision has not been made as to how much of the Holding Pond Building would be converted into laboratory space. The staff members are discussing various methods of entering the building, erecting interior partitions and still leaving approximately 40% to 50% of the building for storage of trucks and tractors.

OBJECTIVES

The objectives of this proposal are:

- 1) To develop adequate laboratory space for the Construction Technology Program at the least-possible-cost.
- 2) To utilize actual construction projects as laboratory experiments for the Industrial and Technical classes.
- 3) To develop an Automotive-Autobody Certificate Program that would be housed in the present Construction Technology laboratory space.
- 4) To expand the present Heating and Air Conditioning Program with a test site for solar heating.

GENERAL PROCEDURES

With the approval of the Basic Concept, the Industrial and Technical faculty would proceed with a developmental plan covering three-to-four semesters.

Overseeing the project, will be Mr. Bob Smith of the Construction Technology Program, and Mr. Ron Happach of the Heating and Air Conditioning Program. Both faculty members, as you know, are highly qualified- Mr. Smith is a Building Contractor; Mr. Happach is a Registered Engineer.

Industrial and Technical Expansion
Page Two

The developmental phase would commence in the Fall of 1979, to include drafting of plans by the Architectural Drafting and Advanced Drawing classes. Cost estimates would be developed through our Construction, and Heating/Air Conditioning Programs.

Initial construction could possibly begin in the Spring of 1980, with electrical wiring and a concrete floor. (If underground plumbing is necessary, this would be taken care of in advance of pouring the concrete floor).

Recommendations from the Heating and Air Conditioning classes would involve an auxiliary heating unit and possibly air conditioning.

Interior Construction could be scheduled for the Fall of 1980. Insulation and interior partitions would be installed.

Initial work could begin on a solar air collector for the south end of the building.

DEVELOPING NEW PROGRAMS

The most significant new program would be the Certificate Program in the Automotive-Autobody Department, and would encompass twenty-two credit hours of Industrial and Technical courses.

With the extra space, the Construction Program could be expanded with additional sections of the present course offerings.

In the Heating and Air Conditioning Program, and also in the Machine Tool Operators' Program, there is a need for courses in Material Fabrication. Specifically, for Heating and Air Conditioning, a course in Duct Work is required. In the Automotive Department, the Diesel Mechanics area can be expanded with approximately two more courses.

The instructors in the Industrial and Technical Department are developing estimated enrollment figures in each of the respective areas.

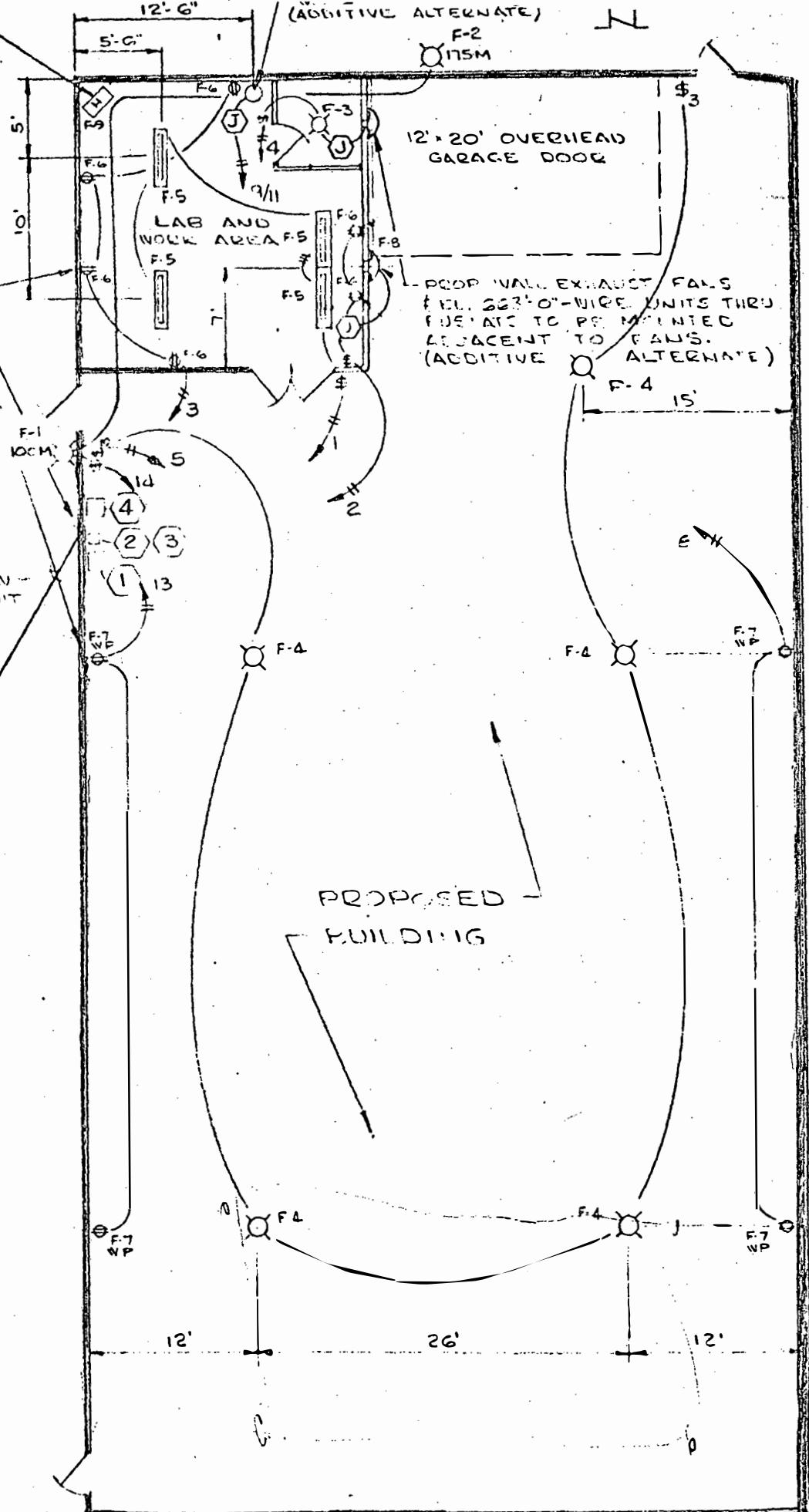
SUCH THAT
LEGS ARE
MUCH ABOVE
D" \Rightarrow 4'-0" TO
ETC 5'-0"
WALL (EL. 6
ETC 3'-0"
WALL (EL. 6

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WATER
STATIONS

500

RELATIVE
CHLORINE
CONTENT
TANK



ELECTRICAL PLANS

6/20/79.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 25, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

RE: Enrollment

<u>Summer</u>	<u>Heads</u>	<u>Hours</u>
6-21-78	1307	4511
6-22-79	1575	5228

<u>Fall</u>	<u>Heads</u>	<u>Hours</u>
6-21-78	445	5491
6-22-79	354	4563