

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Third Floor Conference Room, 3L14
November 26, 1979 7:30 p.m.

- A. Call to Order
- B. Roll Call
- C. Written Communications from Visitors
- D. Recommended Actions:
 - 1) Approval of minutes as submitted
 - 2) Approval of Treasurer's Report
 - 3) Approval of current bills for payment
 - 4) Approval of current payroll journal
 - 5) Personnel matters
 - a) clerical vacancy
 - b) expansion of LPN program
 - 6) Donation
 - 7) Other items
- E. Old Business:
 - 1) Tutoring policy
 - 2) Summer school
 - 3) Other items
- F. New Business:
 - 1) Group hospitalization insurance policy
 - 2) Bond and Interest fund
 - 3) Other items
- G. President's Report:
 - 1) Student trustee report
 - 2) Minutes of committee meetings
 - 3) Affirmative Action plan
 - 4) Long Range Plan for Arts & Sciences
 - 5) Presidential Search
 - 6) IBHE July meeting
 - 7) Science Department tour

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

November 26, 1979

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on November 26, 1979 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

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

John Fassler	Kay Fisher
Lorna Keefer	Oscar Koenig
Ann Powers	William Reigle

Absent: Juanita Prescott Wade Abed

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

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

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

Educational Fund:	\$295,309.63
Building Fund	2,206.13
Site & Construction	60.00

In a roll call vote, all voted aye. Motion carried.

Payroll: It was moved by Member Koenig and seconded by Member Fisher that the Board approve the payroll of October 31 in the amount of \$136,394.93 and the payroll of November 15 in the amount of \$99,178.86. In a roll call vote, all voted aye. Motion carried.

Clerical Vacancy: It was moved by Member Koenig and seconded by Member Powers that the Board approve replacing the anticipated vacancy in the Financial Aids-Veterans Affairs Office. Kim Constable has resigned her position as of January 2, 1980. In a roll call vote, all voted aye. Motion carried.

- LPN Expansion: Discussion was held on the proposed expansion of the LPN program as of Spring, 1980. It was moved by Member Koenig and seconded by Member Powers that the Board approve the concept of the proposed expansion of the LPN program as outlined in the attached reports and permit the initiation of the special LPN class as of Spring, 1980. The contracts of the three proposed full-time instructors needed to enable the initiation of the special class, are approved, subject however, to the condition that sufficient students qualify for the class for Spring, 1980. In a roll call vote, all voted aye. Motion carried.
- Donation: It was moved by Member Fisher and seconded by Member Keefer that the Board approve the donation of a 1966 Chevrolet from Alan Hanson of Sterling, and that a letter of appreciation be sent to Mr. Hanson. Motion voted and carried.
- Tutoring and Summer School Policies: Discussion was held on the revisions for these two policies. The Board asked the administration to rewrite these two policies and present them to the Board at the December 20 meeting.
- Financial Aid Report: **Member** Fisher reported that she and Juanita **Prescott** had completed their study of the Financial Aids situation. It was agreed that a policy should be developed and it was suggested that this committee meet with representatives from the Financial Aids Office, Business Office, and Dean of Students Office to discuss what should be in such a policy.
- Group Hospitalization Policy: It was moved by Member Koenig and seconded by Member Keefer that the Board allow (subject to approval of Prudential Insurance) retired employees and their spouses, or other individuals covered through their policy, the right to continue participation in the hospitalization program, in accordance with the terms outlined in the attached memorandum from Dean Edison. In a roll call vote, all voted aye. Motion carried.
- Bond and Interest Fund: It was moved by Member Powers and seconded by Member Fisher that the Board approve liquidating the Bond & Interest Fund into the Working Cash Fund since the sole and legal purpose of this Bond and Interest Fund has been fully satisfied with the payments for the bond redemption and interest obligations of all bonds issued. In a roll call vote, all voted aye. Motion carried.

Time of
Next Meeting:

It was the consensus of the Board that they should have only one meeting in December and that this meeting should be held at 7:30 p.m. on Thursday, December 20.

Committee:

Chairman Reigle appointed John Fassler and Oscar Koenig to a committee to study the agriculture program at Sauk Valley College.

President's
Report:

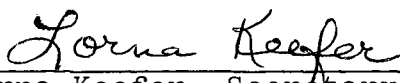
Student trustee Wade Abed was absent and there was no report submitted on student activities. Dr. Cole reported on committee meeting minutes, the Affirmative Action Plan for 1979-80, the Long Range Plan for the Arts and Sciences, the status of the presidential search, and the IBHE meeting scheduled to be held at Sauk Valley sometime in July. After this report, the Board toured the math and science areas.

Adjournment:

Since there was no further business, it was moved by Member Keefer and seconded by Member Fassler that the Board adjourn to 7:30 p.m. Thursday, December 20. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 9:10 p.m.

Respectfully submitted:



Lorna Keefer, Secretary

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 26, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: Expansion of LPN Program

At various times during the last three years, the career education staff has discussed the possible expansion of the nursing program and the possibility of starting new classes at mid-year. The advantage of this proposal would be that it would allow more students to participate in a restricted admissions program, it would more fully utilize available hospital based facilities, as well as increasing student credit hour output in the health area.

Earlier this year we were approached by the Dixon Developmental Center and asked to prepare a program for them at SVC for January, 1980. As you probably know, they have a severe nursing shortage and they find it nearly impossible to hire LPN staff to fill their existing vacancies.

Their solution to this problem is to send 20 of their current employees to SVC for LPN training. The implementation of this program will require the college to hire three temporary full-time faculty persons. At the present time the students have already been identified for this class which will total 36 (20 DDC students and 16 persons on our current waiting list) and all instructional facility arrangements have been completed.

The addition of three nursing faculty for the 36 full-time students will comply with the R & E requirements of a 12-1 ratio. The three nursing staff instructors would be issued annual contracts subject to extension for an additional year in January of 1981. Two of these contracts will be for 12 months and one will be a 10-month contract. With the addition of these people, we would not fill the vacancy of Richard Fortner. The three instructors to be hired are: Mary Krick, Karen Huber, and Joyce McClintock, and their credentials are attached. It is estimated that each student will complete in excess of 30 credit hours during this 12 month period which will amount to about 1,000 student credit hours. You will recall that all allied health courses are in the highest funding category, and with the revenue from the state aid and tuition we will realize a good deal more revenue than expenses incurred from these three staff additions.

RECOMMENDATION: Board approval of the addition of three nursing instructors in order to enable the college to initiate the special LPN class for spring, 1980.

SAUK VALLEY COLLEGE


RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 21, 1979

MEMORANDUM

TO: Dr. Cole

FROM: Jim Strickland 

RE: LP Nursing Staff Additions

Attached is a letter from Dean Janet Kime describing the need for additional nursing staff to respond to the applicants from the Sauk Valley College District and Dixon Developmental Center.

This is an opportunity for Sauk Valley College to generate additional student credit hours as indicated in her letter. One of the goals of the nursing staff has been to maintain flexibility between the LP Nursing and AD Nursing staffs.

We will be adding 36 new students in the LP Nursing Program in January, 1980; necessitating additional staff.

We are recommending temporary one-year contracts as indicated on page two of the attached letter.

Please recommend to the Board of Trustees, at their November 26th meeting, that these three individuals be appointed:

Mary Krick - Assistant Instructor Step 4
Salary: \$11,250.00
+ 2,250.00 (.2 summer)
\$13,500.00

Karen Huber - Assistant Instructor Step 6
Salary: \$11,900.00 (10-month contract)

Joyce McClintock - Assistant Instructor Step 6
Salary: \$11,900.00
+ 2,380.00 (.2 summer)
\$14,280.00

lm
enc

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 21, 1979

MEMORANDUM

TO: Jim Strickland

FROM: Jan Kime JK

RE: LP Nursing Admissions for Spring 1980

The LP Nursing Coordinator has been commissioned by the Dixon Developmental Center to admit a new section of students in January, 1980. DDC has a severe nursing shortage and finds it impossible to hire LPN's to staff their cottages around-the-clock, which is a requirement of certification.

Their solution is to send 20 of their current employees to Sauk Valley College, pick up the cost of the education and give these people release-time from their jobs. The class will graduate in December 1980 and does present a minor problem of issuing contracts for additional nursing instructors over two fiscal years.

Regarding long-range planning, it is DDC's intent to send an additional 20-36 students in January 1981. Mrs. Grossman, will be admitting 16 students from her waiting list to fill the January 1980 class for a total of 36 students.

ADDITIONAL STUDENT CREDIT HOURS TO BE GENERATED

	<u>Division</u>	<u>Student Credit Hours</u>
Spring 1980	HEA	512
	PSY	144
Summer 1980	HEA	216
	PSY	108
Fall 1980	HEA	684

COMPARISON TO PREVIOUS SEMESTERS

Spring 1979	HEA (LPN only)	788
Spring 1978	HEA (LPN only)	780
Fall 1979	HEA (LPN only)	916
Fall 1978	HEA (LPN only)	801

ADDITIONAL STAFF REQUIREMENTS

- 2 - 12-month contracts running January 1980 - December 1980
- 1 - 10-month contract to replace Mr. Fortner's position running January 1980 - December 1980.

For utmost flexibility, these should be temporary one-year contracts.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 21, 1979

MEMORANDUM

PAGE TWO

TO: Jim Strickland

FROM: Jan Kime

To fill the positions listed, I am recommending the following people:

Mary Krick - Assistant Instructor Step 4

Salary	\$11,250.00	
	+ 2,250.00	= .2 summer
	<u>\$13,500.00</u>	

Karen Huber - Assistant Instructor Step 6

Salary	\$11,900.00	10-month contract
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Joyce McClintock - Assistant Instructor Step 6

Salary	\$11,900.00	
	+ 2,380.00	= .2 summer
	<u>\$14,280.00</u>	

All three of these people are currently teaching part-time in our LP Nursing Program, and are doing an excellent job. They all bring to us special expertise which can be validated on their applications.

I am proud to make these recommendations to the Board of Trustees.

lm
enc

ASSIGNMENT REQUEST: In what areas of concentration do you feel qualified for college teaching and/or administration?

☒ Biological Science
 ☐ Physical Science
☐ Business Education
 ☐ Social Science
☐ English
 ☐ Technical and/or Vocational
☐ Language and Fine Arts
 ☐ Other _____

EDUCATIONAL AND PROFESSIONAL PREPARATION

School	Dates		Degree	Date Degree Received or Anticipated	Major Area of Work
	From	To			
Undergraduate					
ELGIN Community College	1954	1956	245.	19	
Graduate					
Professional					
EVANSTON Hospital School of Nursing (Northwestern U.)			B.S.N.	1959	ORTHOPEDICS EMERGENCY MEDICINE

EDUCATIONAL EXPERIENCE (List Most Recent Experience First)

School and Location	Grade or Courses	Date	No. of Months	No. Teachers in System	Salary

You may use this space to record any special interests, abilities, or your objectives. You may also wish to state why you would like to be considered for a position at Sauk Valley College. Any additional information which you believe would assist in evaluating your application may be added.

I have always been interested in the teaching field and I feel this would be a good opportunity to use my degree. Also, I would like to continue my own education and this program would allow me to bring my needs up to date. I have relieved in supervisory areas in clinical areas through the years and I feel that my experiences would be of value in planning a well-rounded education for others.



AUG 30 1974

STATE OF ILLINOIS
DEPARTMENT OF
REGISTRATION AND EDUCATION
CHICAGO

JAN BARRINGER
DIRECTOR

School Sauk Valley College-LPN

Date 8-28-74

Qualifications of Huber, Karen M. for the position of
Coordinator
are approved by the Department
of Registration and Education as follows:

Full Approval x Temporary Approval Not Approved

Recommendations are that the candidate should:

- x (1) continue with educational preparation for the teaching of nursing.
- (2) work under the supervision of a Master Teacher who is a specialist in the nursing area-for one year.
- (3) continue with educational preparation for administration of the nursing program through means that are available, including enrolling in appropriate courses offered by institutions of higher education.
- (4) obtain current Illinois registration.
- (5) obtain additional nursing experience in patient care management.
- x (6) obtain and maintain membership in appropriate professional organizations.

Reasons the candidate was not approved are that:

- (1) does not have a nursing major upon which to build a nursing specialty.
- (2) has not demonstrated competency in nursing.

Very truly yours,

Jan Barringer

ASSIGNMENT REQUEST: For what area(s) of concentration are you applying?

_____ Administration	_____ Physical Science
_____ Biological Science	_____ Social Science
_____ Business Education	_____ ✓ Technical and or Vocational
_____ English	_____ Library or AV
_____ Language and Fine Arts	_____ Other
_____ Counseling	

EDUCATIONAL AND PROFESSIONAL PREPARATION

School	Degree	Date Degree received or Anticipated	Major Area of work
Undergraduate			
<i>Sauk Valley</i>	<i>Associate degree of Science</i>	<i>'77</i>	
Graduate			
Professional			
<i>St. Joseph's School of Nursing Sioux City, Ia.</i>	<i>RN</i>	<i>69</i>	<i>Nursing</i>
<i>Northern DeKalb, Ill.</i>	<i>B.S.N.</i>	<i>Dec. 79</i>	<i>Nursing</i>

EDUCATIONAL EXPERIENCE
(List Most Recent Experience First)

School and Location	Grades or Courses	Date	No. of Months
<i>Northern, DeKalb</i>	<i>ALL courses Required</i>	<i>'77-79</i>	<i>24</i>

FULL TIME WORK EXPERIENCE

Location	Description of Work	Dates	No. Months
St. Joseph's Hosp. S. City, Ia	(Medical Surgical) Nursing	59-69	12 mon. 14 1/2 FT
Penningers Ry. Hosp Topeka, Kan.	Psychiatric Nursing	62-63	12 mon. 14 1/2 FT
Arrott Memorial Hosp.	Nursing (Medical Surgical)	64-67	36 mon. 34 1/2 4 day
St. D C	Nursing	68-69	12 mon. 14 1/2 4 day
erling Community Hosp.	Nursing	69-74	60 mon. 54 1/2 - 3 day
KS-D Dillon	Nursing	76-79 + still employed	3 1/2 34 1/2 4 day

REFERENCES: Please indicate three references, including administrators under whom you have taught. FT

Lincolnville Hosp

NAME

POSITION

ADDRESS

You may use this space to record any special interests, abilities, or your objectives. You may also wish to state why you would like to be considered for a position at Sauk Valley College. Any additional information which you believe would assist in evaluating your application may be added.

I was approached for this position by the coordinator of the L.P.N. Program as in Dec. '79, I will receive my B.S. N. degree. My love is patient teaching and with the position of teaching L.P.N. students, I will in an indirect way be doing patient teaching. By also teaching my students to care for the holistic man as an important member of the health team, my patients and their will be receiving the care so necessary for health maintenance.

I enjoy learning and am always open for suggestions that will improve nursing.

55 East Jackson Boulevard
Chicago, Illinois
60604
(312) 341-9810



320 West Washington
Springfield, Illinois
62786
(217) 785-0800

STATE OF ILLINOIS
DEPARTMENT OF REGISTRATION AND EDUCATION

JOAN G. ANDERSON
DIRECTOR

IN REPLY REFER TO:

FACULTY

School Sauk Valley College *Practical* Nursing Program Date Nov. 9, 1979
Qualifications of McClintock, Joyce E. for the position of
Instructor, Practical Nursing are approved by the

Department of Registration and Education as follows:

Full Approval X Temporary Approval _____ Not Approved _____

IT IS RECOMMENDED THAT THE CANDIDATE:

- X (1) Continue with educational preparation for the teaching of nursing. Obtain course in curriculum development and teaching methods within 2 yrs. of date of appointment
- X (2) Work under the supervision of a master teacher, who is a specialist in the nursing area, for one (1) year.
- _____ (3) Continue with educational preparation for administration of the nursing program through means that are available, including enrollment in an appropriate course offered by an institution of higher education.
- _____ (4) Obtain current Illinois registration.
- _____ (5) Obtain additional nursing experience in patient-care management.
- X (6) Obtain and maintain membership in appropriate professional organizations.

REASON(S) CANDIDATE WAS NOT APPROVED IS/ARE THAT:

- _____ (1) Does not have a nursing major upon which to build a nursing specialty.
- _____ (2) Has not demonstrated competency in nursing.

ASSIGNMENT REQUEST: For what area(s) of concentration are you applying?

<input type="checkbox"/> Administration	<input type="checkbox"/> Physical Science
<input type="checkbox"/> Biological Science	<input type="checkbox"/> Social Science
<input type="checkbox"/> Business Education	<input checked="" type="checkbox"/> Technical and or Vocational
<input type="checkbox"/> English	<input type="checkbox"/> Library or AV
<input type="checkbox"/> Language and Fine Arts	<input type="checkbox"/> Other
<input type="checkbox"/> Counseling	

EDUCATIONAL AND PROFESSIONAL PREPARATION

School	Degree	Date Degree received or Anticipated	Major Area of work
Undergraduate			
SVC			Gen. Ed.
N.I.U.	B.S.	Dec, 1979	NURSING
Graduate			
Professional			
MEMORIAL HOSP	DIPLOMA	JUNE, 1966	NURSING
SCHOOL OF NRSNG			
SPRINGFIELD, IL			

EDUCATIONAL EXPERIENCE
(List Most Recent Experience First)

School and Location	Grades or Courses	Date	No. of Months

FULL TIME WORK EXPERIENCE

Location	Description of Work	Dates	No. Months
MEMORIAL HOSP. SPRINGFIELD, IL	STAFF NURSE. SURGICAL FLOOR	JUNE 1966- JUNE 1967	1 FT.
DRS. RIVINS, MARTIN & TEICH SPRINGFIELD, IL	OFFICE NURSE	JUNE 1967- JUNE 1968	1 FT.
MEMORIAL HOSP. BENEFIT, IL	HEAD NURSE PHYS. THERAPY DEPT " " ORTHOPEDICS	JULY, 1974 APRIL, 1970 - 1973	FT except 3 months

DDC DIXON, IL. STAFF NURSE PART TIME JULY, 1978 - PRESENT 2 days

REFERENCES: Please indicate three references, including administrators under whom you have taught. Dec 68 - Oct. 69

NAME	POSITION	ADDRESS
DONALD C. COURTIAL	DIRECTOR, PHYSICAL THERAPY	MEMORIAL HOSP. BENEFIT, IL.
SUE PETERSON	MEDICAL SUPERVISOR	DIXON DEVELOPMENTAL CENTER DIXON, IL.
CONNIE BICKEL, RN	DIRECTOR OF NURSES	MEMORIAL HOSP BENEFIT, IL.

You may use this space to record any special interests, abilities, or your objectives. You may also wish to state why you would like to be considered for a position at Sauk Valley College. Any additional information which you believe would assist in evaluating your application may be added.

My goal in continuing my education is to teach and do whatever I can to assure high quality in the nursing profession. Not only to do all I can to restore optimum health but also to maintain it and to teach prophylactic care. I feel a strong commitment to personal aspects of patient care in addition to technical skills. I believe in treating patient as a whole person incorporating physical, psychological, and social aspects of treatment.

I consider teaching at Sauk Valley College a challenge and feel confident that I can meet that challenge.

AN EQUAL OPPORTUNITY EMPLOYER/AFFIRMATIVE ACTION EMPLOYER

55 East Jackson Boulevard
Chicago, Illinois
60604
(312) 341-9810



320 West Washington
Springfield, Illinois
62786
(217) 785-0800

STATE OF ILLINOIS
DEPARTMENT OF REGISTRATION AND EDUCATION
JOAN G. ANDERSON
DIRECTOR

IN REPLY REFER TO:

FACULTY

School Sauk Valley College Practical Nurse Program Date August 31, 1979
Qualifications of Krick, Mary S. for the position of
Instructor, Clinical Nursing are approved by the

Department of Registration and Education as follows:

Full Approval X Temporary Approval _____ Not Approved _____

IT IS RECOMMENDED THAT THE CANDIDATE:

- Complete
- X (1) Continue with educational preparation for the teaching of nursing. Complete courses in curriculum and teaching within 2 years of date of appointment.
 - X (2) Work under the supervision of a master teacher, who is a specialist in the nursing area, for one (1) year.
 - _____ (3) Continue with educational preparation for administration of the nursing program through means that are available, including enrollment in an appropriate course offered by an institution of higher education.
 - _____ (4) Obtain current Illinois registration.
 - _____ (5) Obtain additional nursing experience in patient-care management.
 - X (6) Obtain and maintain membership in appropriate professional organizations.

REASON(S) CANDIDATE WAS NOT APPROVED IS/ARE THAT:

- _____ (1) Does not have a nursing major upon which to build a nursing specialty.
- _____ (2) Has not demonstrated competency in nursing.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 26, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: LPN Expansion (Further Details)

The proposed expansion of the LPN Program includes 36 students who will complete 48 semester hours each over the spring, summer and fall semester of 1980. Of the total 48 hours, 41 of these are in the Allied Health Area and qualify for DVTE funding and the higher Allied Health funding rate. The revenue from this program can be computed as follows:

ICCB Funding:

36 students x 41 credit hours = 1,476 hours x \$42.00/hour = \$61,992

36 students x 7 credit hours = 252 hours x 23.00/hour = 5,796

Total \$67,788

Tuition:

36 students x 48 credit hours = 1,728 hours x \$19.00/hour = \$32,832

DVTE Funding:

36 students x 41 credit hours = 1,476 hours x \$ 7.50/hour = \$11,070

Summary:

ICCB Funding	\$ 67,788
Tuition	32,832
DVTE Funding	<u>11,070</u>
TOTAL REVENUE	\$111,690

Projected Expenses:

Full-time Instructors	\$ 39,680
Part-time Instructors	1,825
Instructional Supplies	<u>5,000</u>
TOTAL EXPENSES	\$ 46,505

EXCESS REVENUE OVER DIRECT EXPENSES:	\$111,690
	<u>-46,505</u>
	\$ 65,185

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

7-1
DATE November 26, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: Group Hospitalization Policy

As the attached memorandum from Dean Edison indicates, in 1974 the Board of Trustees approved the participation of retired employees in the SVC hospitalization program.

It is the opinion of the administration that this coverage should include the surviving spouse of retired employees. Such approval would require a change in our existing board policy in accordance with the specifications detailed in Dean Edison's memorandum. Since this would be a policy change, we would have to allow the normal waiting period before this policy change is formally approved.

RECOMMENDATION: Board approval to allow (subject to the approval of Prudential Insurance) retired employees and their spouses or other individuals covered through their policy, the right to continue participation in the hospitalization program, in accordance with the specifications and terms detailed in Dean Edison's memorandum of November 26.

mv
encs

November 19, 1979

TO: BOARD OF TRUSTEES AND PRESIDENT COLE

FROM: Robert Edison *Bob*

RE: Board Meeting, November 26, 1979.

In 1974 the Board of Trustees in essence approved the participation of a retired employee in the Sauk Valley College Group Hospitalization Program. In essence the policy which was approved contained the following information and requirements for participation:

Retired Employee:

If an employee is retired by your organization, the health insurance for himself and dependents may be continued, subject to the following:

- 1) You may establish requirements the employee must meet in order to have the coverage continued. For example, you may require a specified minimum period of service, or may require participation in your pension plan. Any such requirements should be consistently applied to all employees or to all of a class.
- 2) The regular health coverage for the employee or spouse will be replaced by the Medicare supplement when the individual becomes eligible for Medicare.

If the health insurance is not to be continued, follow the same procedure as for a resignation.

In an instance where the health insurance is to be continued, proceed as follows:

- 1) Note the enrollment card that the health insurance is still in effect.
- 2) With respect to the other coverage, follow the same procedure as for a resignation.
- 3) When the employee or spouse becomes eligible for Medicare, transfer the individual from the regular health coverage to the Medicare supplement in the manner previously explained in "Procedure When Covered Employee or Spouse Becomes Eligible for Medicare."

We are now in the unique circumstances where a retired employee, now deceased, participated in the group hospitalization plan covering himself and his spouse. It now becomes apparent that the spouse (or any other individual covered through a retired employee) is left without hospitalization insurance.

Subject to the approval of the Prudential Insurance Company we would now need a Board policy should the Board choose to permit a dependent under these circumstances to participate in our group insurance plan.

RECOMMENDATION: Subject to approval by Prudential Insurance Co., the Trustees should approve the foregoing for a dependent, if such is to become our policy, or they should reject the dependent's participation once a retired employee no longer participates in the program.

RE:fsb

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 26, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

Re: Bond and Interest Fund

The attached memorandum from Dean Edison is self-explanatory. As the Board treasurer, he is requesting approval to liquidate the Bond and Interest Fund.

RECOMMENDATION: Board approval to liquidate the Bond and Interest Fund into the Working Cash Fund since the sole and legal purpose of this Bond and Interest Fund has been fully satisfied with the payments for the bond redemption and interest obligations of all bonds issued.

mv
encs.

November 20, 1979

TO: BOARD OF TRUSTEES AND PRESIDENT COLE

FROM: Robert Edison

Bob

RE: Board Meeting, November 26, 1979

During 1972 and 1977 Sauk Valley College financed its current Working Cash Fund through the issuance of Working Cash Bonds. The obligation for these bonds at maturity was then paid from the proceeds of the Bond and Interest tax levy which was authorized for the purpose of redeeming said bonds.

Over the period of the years since these bonds were issued the tax collections plus the investment income have exceeded the bond and interest requirements by approximately \$27,000.

RECOMMENDATION: Board resolution liquidating the Bond and Interest Fund into the Working Cash Fund since the sole and legal purpose of this Bond and Interest Fund has been fully satisfied with the payments for the bond redemption and interest obligations of all bonds issued.

RE:fsb

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 26, 1979

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

SUBJECT: Board Meeting in December

The second meeting in December will fall on Christmas Eve, December 24, and the following Monday would be New Year's Eve, December 31.

In the past, we have only had one meeting in December and I would suggest that the Board schedule one meeting this year on December 17. If there is a strong feeling to have two meetings in December, we could schedule them on December 10 and December 17.

mv

November 14, 1979

Y.S
MEMORANDUM

To: All Full-time Sauk Valley College Employees
From: Ralph Gelandner, Assistant to the President
Re: Presidential Search Screening Committee

On Thursday, October 25, representatives from all areas of the college met to discuss the criteria for the new president. This session was moderated by the consultants assisting the Board of Trustees in the upcoming presidential search.

It is the wish of the Board that this staff involvement continue as the search progresses. The next step in the process will be the selection of representatives to serve on the presidential search screening committee.

The Board has asked that this committee be composed of the following: two administrators (to be chosen by the administrative council); two members of the Faculty Association (to be chosen by the association); one non-association faculty member (to be selected by the non-association teachers); one clerical person (to be selected by the clerical staff); one maintenance person (to be selected by the maintenance employees); and one SVC student to be selected by the Associated Student Board.

The presidential search screening process will begin with a meeting in the Board Room at 9:30 a.m. on Wednesday, November 21. This meeting will be chaired by the Board consultants, Gerald Smith and Dr. Art Adams, who will outline the duties of the committee.

In order for persons to participate in the November 21 meeting, it will again be necessary for each group of college employees to meet next week to select their representatives. Those groups already organized - - such as the Faculty Association, Administrative Council, and the ASB - - should select a meeting time of their choosing on Monday or Tuesday of next week. Once again, however, those groups that do not normally meet regularly - - such as the clerical, maintenance, and non-association faculty members - - will have a meeting time and place established by the Board. These times are as follows:

Clerical	November 19, 1979	2:00 p.m.	Board Room
Maintenance	November 19, 1979	3:30 p.m.	Room 2K2
Non-association faculty members	November 20, 1979	2:00 p.m.	Room 2K2

It remains the desire of the Board that no individuals other than members of each respective group attend the meetings. Therefore, it will be necessary for each group to choose a chairperson to lead the meeting and to report the names of the representative(s) selected to Ralph Gelandner by Tuesday, November 20, 1979. Since these meetings have been mandated by the Board, all SVC administrators and supervisors are expected to release faculty, students, and staff members to participate. As was the case with the criteria committee, it is the Board's hope that this process will continue the involvement of all parts of the college in the presidential selection procedure.

mv

cc: William Reigle
Juanita Prescott

BILLS PAYABLENovember 26, 1979EDUCATIONAL FUND

-800-514-03	ILLINOIS VALLEY COMM. HOSPITAL	Rad. Tech. Course	4846	\$ 125.00
	VOID CHECK		4847	
	SVC PAYROLL FUND	10-31-79 Payroll	4848	132,840.37
-000-522	VOID CHECK #2503 written July '78			-3,217.54
-000-522	DIRECTOR OF LABOR	Replace above check	4849	3,217.54
	SVC PAYROLL FUND	11-15-79 Payroll	4850	96,579.24
				<u>\$ 229,544.61</u>
000,542.00	A M MULTIGRAPHICS	SUPPLIES	4,852	160.06
300,543.00	AMM'S METALWORKING NEWS	SUBSCR	4,853	16.00
000,530.00	ALLENS T V	SERVICE	4,854	23.35
000,547.00	AMBOY NEWS	PUB RELA	4,855	13.50
011,543.00	AMERICAN CRAFTS COUNCIL	SUPPLIES	4,856	28.50
000,543.00	ANN ARBOR BIOL CENTER	SUPPLIES	4,856	2.30
400,543.00	ASSOCIATION FILMS	SUPPLIES	4,857	52.40
100,550.00	GLENN BAILEY	TRAVEL	4,858	158.29
000,545.00	BAKER & TAYLOR CO	BOOKS	4,859	219.11
000,545.00	BAKER & TAYLOR CO	BOOKS	4,860	570.90
013,550.00	JAMES BARBER	TRAVEL	4,861	408.06
000,545.00	BARNES & NOBLE	BOOKS	4,862	19.68
000,541.00	BLACKHAWK OFFICE SUPPLY	SUPPLIES	4,863	1.50
000,544.02	DICK BLICK	SUPPLIES	4,864	47.01
000,543.00	BOGOTT INDUSTRIAL SUPPLY	SUPPLIES 2.80		
300,543.00	X X X	698.58	4,865	701.38
000,547.00	BROOKWOOD PUBLICATIONS	PUB RELA	4,866	21.00
000,543.00	CAROLINA BIOL SUPPLY	SUPPLIES	4,867	21.70
300,543.00	A M BRUNING	SUPPLIES	4,868	31.14
000,541.00	CASE PUBLICATIONS ORDER DEPT	SUPPLIES	4,869	9.50
000,575.00	CENTRAL TELEPHONE CO	SERVICE	4,870	2,039.08
000,541.00	CHRONICLE OF HIGHER EDUC	SUBSCR 26.00		
000,541.00	X X X	26.00		
000,543.00	X X X	25.00	4,871	77.00
200,543.00	CLAYTONS FLORAL SHOP	SUPPLIES	4,872	20.75
000,573.00	COMMONWEALTH EDISON CO	SERVICE	4,873	11.374.24
000,544.01	COMMUNITY COLLEGE FRONTIERS	SUPPLIES	4,874	10.00
000,545.00	CONCEPT MEDIA	BOOKS	4,875	10.00
000,545.00	CRESCENT ELECTRIC SUPPLY	SUPPLIES	4,876	136.95
000,545.00	CURRICULUM PUBLICATIONS	BOOKS	4,877	29.13
711,543.00	CURTIN MATHESON SCIENTIFIC	SUPPLIES	4,878	181.43
713,543.00	THE DAILY GAZETTE	SUPPLIES 15.96		
000,547.00	X X X	493.05	4,879	509.01
000,547.00	DECISION	PUB RELA	4,880	32.00
711,543.00	DIFCO	SUPPLIES	4,881	91.58

.316,543.00	DIXON CAMERA CENTER	SUPPLIES	4,882	27.01
.712,543.00	DIXON EVENING TELEGRAPH	SUPPLIES 16.60		
.000,547.00	X X X	PUB RELA 619.20	4,883	635.80
.300,543.00	DIXON GARAGE SUPPLY	SUPPLIES	4,884	22.18
.300,543.00	DOALL ROCKFORD CO	SUPPLIES 7.95	4,885	165.90
.812,541.01	DOALL INC	7.95		
.000,541.00	X X	7.95		
.000,541.00	X X	7.95	4,886	31.80
.000,541.00	X X	7.95	4,887	6.39
.000,545.00	EDUCATIONAL AUDIO VISUAL	BOOKS	4,888	25.00
.400,543.00	EDC DISTRIBUTION CENTER	SUPPLIES	4,889	24.40
.511,543.00	EAGLE CERAMICS	SUPPLIES	4,890	1.25
.000,541.00	ECONOMY TROPHY CO	SUPPLIES	4,891	17.65
.811,550.01	EMERALD HILL	LUNCHEON	4,892	185.87
.000,550.00	DON FOSTER	SEMINAR	4,893	15.00
.000,547.00	FULTON JOURNAL	SUBSCR	4,894	19.17
.512,543.00	GAMBLE MUSIC CO	SUPPLIES	4,895	30.60
.000,550.00	RALPH GELANDER	TRAVEL	4,896	19.10
.711,543.00	GIBCO DIAGNOSTICS	SUPPLIES	4,897	120.00
.512,530.00	VINCENT GILBERT	PIANO TUNING	4,898	125.00
.000,543.00	GRANTS MANAGEMENT ADV SERV	SUPPLIES	4,899	64.51
.713,550.00	LEONA GROSSMAN	TRAVEL	4,900	23.65
.400,543.00	GROVE PRESS INC	SUPPLIES	4,901	40.00
.511,543.00	HALLS LP GAS SERV	SUPPLIES	4,902	113.10
.300,550.00	RONALD HAPPAH	TRAVEL	4,903	165.53
.815,543.00	HARCOURT BRACE JOVANOVIH	SUPPLIES	4,904	37.95
.000,539.00	HASKELLS	SERVICE	4,905	10.75
.000,545.00	HAWKHILL ASSOC INC	BOOK	4,906	5.40
.715,543.00	HENRY HAYNER	SUPPLIES	4,907	53.36
.600,550.00	DALE HEUCK	TRAVEL	4,908	19.16
.316,550.00	BETTY HIGBY	TRAVEL	4,909	31.19
.316,550.00	RICHARD HOLTAM	TRAVEL	4,910	451.98
.000,562.00	IDM BUS MACHINES	EQUIP RENTAL		
.000,541.00	IDM CORP	SUPPLIES 773.64		
.000,539.00	X X	54.10	4,911	827.74
.000,575.00	ILL BELL TELEPHONE CO	SERVICE	4,912	159.80
.000,593.00	ILL CENTRAL COMM COLLEGE	TUITION	4,913	1,541.42
.000,549.00	JOSTENS	DIPLOMAS	4,914	508.24
.712,550.00	JANET KIME	TRAVEL	4,915	44.24
.000,593.00	KISHWAUKEE COLLEGE	TUITION	4,916	1,275.84
.813,543.00	VOID CHECK		4,917	.00
.418,543.00	K MART	SUPPLIES	4,918	40.74
.420,530.00	LAW AND ORDER	SUBSCR	4,919	9.00
.000,531.00	JOANNE LEVAN	MONITORING EXAM	4,920	35.00
.000,556.00	LINDGREN CALLIHAN WEAVER &	VANGSDOL AUDIT	4,921	6,350.00
.000,545.00	LUNDSTROM FLORIST	FLOW RS	4,922	15.00
.000,544.02	DAVID MCKAY CO	BOOKS	4,923	33.65
.000,550.00	3M BUSINESS PRODUCTS	SUPPLIES	4,924	206.93
.316,543.00	RONALD MARLIER	TRAVEL	4,925	138.28
.300,543.00	MASS MEDIA ASSOCIATES	SUPPLIES	4,926	123.90
.000,545.00	MEANS SERVICES	SUPPLIES	4,927	26.70
.000,530.00	MENDOTA 100 PLUS 25	BOOK	4,928	10.00
.000,541.00	MIDWEST VISUAL EQUIP CO	SERVICE	4,929	361.97
.815,530.00	MOORE BUSINESS FORMS	SUPPLIES	4,930	178.65
.000,530.00	ED MUELLER A V	SERVICE 35.75		
	X X	259.35	4,931	295.10

512543.00	MUSIC UNLIMITED INC	SUPPLIES	4,932	81.23
000562.00	NCR CORPORATION	EQUIP RENTAL	4,933	3,036.60
000530.00	NATIONAL COMPUTER SYSTEMS INC	MAINT CONTR	4,934	125.00
811541.00	N.C.I.A.	MEMBERSHIP	4,935	15.00
000541.00	NATIONAL DATA PRODUCTS	SUPPLIES	4,936	73.45
420543.00	NATIONAL FIRE PROTECTION ASSN	SUPPLIES	4,937	12.00
000545.00	NATIONAL GEOGRAPHIC SOCIETY	BOOK	4,938	18.00
000571.00	NORTHERN ILL GAS CO	SERVICE	4,939	4,259.22
000543.00	NORTHERN ILL UNIVERSITY	SUPPLIES 6.60		
600543.00	X X X	11.60		
000541.00	X X X	18.35		
500543.00	NORTHWESTERN UNIV FILM LIBRARY	SUPPLIES	4,940	36.55
711550.00	HAROLD NELSON	TRAVEL	4,941	33.50
711543.00	ORTHO DIAGNOSTICS	SUPPLIES	4,942	199.24
512543.00	OXFORD UNIVERSITY PRESS	SUPPLIES	4,943	608.60
000550.00	DUANE PAULSEN	TRAVEL	4,944	10.79
000547.00	PINNEY PRINTING CO	PUB RELA	4,945	15.30
000550.00	JUANITA PRESCOTT	ACCT CONVENTION	4,946	795.00
000541.00	THE PRINT SHOP	SUPPLIES 114.25	4,947	245.34
000547.00	X X X	19.95		
000554.00	X X	135.25	4,948	269.45
000593.00	REND LAKE COLLEGE	TUITION	4,949	486.56
000545.00	REVISTA CHICANO REQUENA	BOOK	4,950	5.00
000541.00	SVC BOOKSTORE	MASTER CHARGE SERV CHG	4,951	306.22
300543.00	SVC BOOKSTORE	SUPPLIES 22.88		
400543.00	X X	.98		
418543.00	X X	2.50		
500543.00	X X	5.13		
511543.00	X X	1.46		
512543.00	X X	6.00		
600543.00	X X	6.75		
713543.00	X X	5.25		
800543.01	X X	.59		
811541.01	X X	7.83		
815543.00	X X	5.62		
816543.00	X X	1.98		
000544.01	X X	1.05		
000544.02	X X	2.76		
000545.00	X X	36.30		
000541.00	X X	3.48		
000541.00	X X	13.48		
000541.00	X X	13.90		
000541.10	X X	9.23		
000547.00	X X	3.10	4,952	150.36
300543.00	SVC BUILDING FUND	USE OF TRUCKS 4.60		
000544.02	X X X	1.40	4,953	6.00
100550.00	SVC RESTRICTED PURPOSES FUND	USE OF VAN	4,954	25.25
000550.00	JOHN SAGMOE	TRAVEL	4,955	144.48
000550.00	MICHAEL SEGUIN	TRAVEL	4,956	108.16
000541.00	SHEFFIELD BULLETIN	ADS 24.00		
000547.00	X X	29.80	4,957	52.80
714550.00	STAN SHIPPERT	TRAVEL	4,958	108.80
100543.00	SITLERS SUPPLIES	SUPPLIES	4,959	9.49
000542.00	GLENN SPUTE	SUPPLIES	4,960	78.20
713550.00	ANN STARZYK	TRAVEL	4,961	30.94

0.800.542.00	STERLING BUS MACHINES	SUPPLIES 163.80		
0.812.541.01	X X X	13.51		
1.000.541.00	X X X	47.68		
1.800.541.00	X X X	2.75		
2.000.541.00	X X X	180.43		
2.000.539.00	X X X	38.00		
2.000.585.00	X X X	169.79		
2.000.585.01	X X X	89.25	4,962	705.21
0.310.538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	4,963	7,072.52
2.000.585.01	SUN ELECTRIC CORP	EQUIPMENT	4,964	2,109.00
7.000.550.00	SUNNY TRAVEL INC	CONFERENCE--FOSTER	4,965	223.00
1.000.526.00	SWARTLEYS GREENHOUSE	FLOWERS	4,966	31.20
0.800.530.00	MARVIN THOMPSON	SERVICE	4,967	30.00
2.000.543.00	UNIGRAPHIC INC	BOOKS	4,968	35.50
0.300.543.00	UNIV OF ILLINOIS	SUPPLIES 23.90		
0.316.543.00	X X	30.10		
0.500.543.00	X X	9.50		
0.800.543.00	X X	51.75		
2.000.544.02	X X	22.80	4,969	138.95
5.100.541.00	VISIBLE COMPUTER SUPPLY	SUPPLIES	4,970	148.77
2.000.544.02	VISUALCRAFT INC	SUPPLIES	4,971	55.48
2.000.544.02	VISUAL DISPLAY	SUPPLIES	4,972	16.55
3.000.531.00	WARD WARD MURRAY PACE & JOHNSON	SERVICE	4,973	620.00
2.000.565.00	WENTSEL WILKINS LOWE & WHEELER	INS.	4,974	20.00
0.000.545.00	WEST PUBL CO	BOOKS	4,975	20.00
2.000.544.03	XEROX CORPORATION	SUPPLIES	4,976	469.50
2.000.544.03	XEROX CORPORATION	SUPPLIES	4,977	312.08
1.0.300.550.00	ARROW TRAVEL	TRIPS--PATERSON, FRANA	4,978	336.00
2.0.000.544.02	SVC IMPREST FUND	MISC EXPENSES	4,979	1,803.00
2.000.521.00	SVC PETTY CASH	SUPPLIES	4,980	3.68
	PRUDENTIAL INS CO	DEC PREMIUM	4,981	8,563.20
0-713-543	SVC BUILDING FUND	Addtl. to ck. #4953	4,982	3.30

TOTAL BILLS

\$ 65,765.02

Cks. #4846 - 4850 and void #2503

229,544.61

TOTAL EDUCATIONAL FUND FOR NOVEMBER

\$295,309.63

SITE AND CONSTRUCTION FUND

0-000-584-02

RATHS, RATHS & JOHNSON

Services

622

\$60.00

TOTAL SITE AND CONSTRUCTION FUND FOR NOVEMBER

\$60.00

BUILDING FUND

.000,544.00	ADVANCE PRODUCTS	SUPPLIES	5,683	32.68
.000,544.00	COAST TO COAST STORES	SUPPLIES	5,684	9.96
.000,544.00	CORNBELT ENGINEERING CO	SUPPLIES	5,685	55.31
.000,544.00	CRESCENT ELECTRIC CO	SUPPLIES	5,686	42.59
.000,561.00	DIXON FAMILY YMCA	POOL RENTAL	5,687	126.00
.000,544.00	DIXON SWIMMING POOL SUPP	SUPPLIES	5,688	100.00
.000,544.00	W W GRAINGER	SUPPLIES	5,689	89.02
.000,550.00	GLADYS GUNTLE	TRAVEL	5,690	7.14
.000,544.00	KNAUFS IMPLEMENT CO	SUPPLIES	5,691	51.15
.000,544.00	KRADLES LUMBER CO	SUPPLIES	5,692	8.69
.000,530.00	DAVID MAYES	SEWAGE TESTING	5,693	165.00
.000,530.00	MONTGOMERY ELEVATOR CO	SERVICE CONTR	5,694	433.55
.000,544.00	MORGAN LINEN SERVICE	SUPPLIES	5,695	71.38
.000,544.00	OLLAR HARDWARE	SUPPLIES	5,696	105.00
.000,544.00	RATZLAFF FORD TRACTOR SALES	SUPPLIES	5,697	441.58
.000,544.00	PHOTO COPY SERVICE CO	SUPPLIES	5,698	158.00
.000,530.00	ROCK VALLEY DISPOSAL	SERVICE	5,699	58.00
.000,544.00	SVC BOOKSTORE	SUPPLIES	5,700	4.58
.000,544.00	SVC EDUC FUND	SUPPLIES	5,701	70.40
.000,544.00	STERLING BUS MACHINES	SUPPLIES 21.25		
.000,530.00	X X X	SERVICE 24.50	5,702	45.75
.000,530.00	JOE TULLYS AUTO REPAIR	SERVICE	5,703	51.36
.000,544.00	WESTERN AUTO STORE	SUPPLIES	5,704	10.51
.000,544.00	SVC PETTY CASH FUND	SUPPLIES	5,705	10.09
	SVC IMPREST FUND	MISC EXPENSES	5,706	58.39

TOTAL BUILDING FUND FOR NOVEMBER

2,206.13

IMPREST FUND

110-300-550	BayDeNoc Comm. College	Reg. Fee	121.50		
110-813-550	X X X	X X	121.50	4837	\$ 243.00
110-117-543	Donna Krug	Supplies		4838	65.00
270-000-544	Norman Welch	Supplies		4839	34.59
192-000-544	United Parcel Service	Service		4840	3.25
270-000-544	James Riley	Supplies		4841	5.40
110-811-550-01	Ill. Council of Comm. Colleges	Conference		4842	30.00
138-000-541	Assn. of American Publishers	Supplies		4843	8.00
110-100-530	Carol Linkowski	Lecturing		4844	70.00
120-000-544-01	The Daily Gazette	Subscr.		4845	30.00
110-812-550-02	Ill. Nurses Assn.	Reg. fee -	45.00		
110-713-550	X X X	X X	45.00	4846	90.00
110-316-550	Lutheran Outdoor Ministries Cent.	Retreat		4847	103.25
110-813-543	Natl. Council of Instr. Admin.	Membership		4848	15.00
270-000-544	Norm Welch	Supplies		4849	7.64
192-000-544	United Parcel Service	Service		4850	11.09
138-000-550	I.G.P.A.	Dinner		4851	14.00
138-000-541	Rock River I.G.P.A.	Membership		4852	19.00
192-000-544	Postmaster	Postage		4853	100.00
110-711-550	A.S.C.P. Educ. Center	Reg. fee		4854	45.00
	VOID CHECK			4855	
110-813-543	N.C.C.S.C.E.	Membership		4856	20.00
192-000-544	United Parcel Service	Service		4857	3.83
110-712-550	Olympia Resort Hotel	Meeting -	38.00		
110-713-550	X X X	XX	38.00	4858	76.00
110-712-550	Childrens Memorial Hospital	Reg. fee-	175.00		
110-713-550	X X X	x x	150.00	4859	325.00
110-316-550	I.C.C.C.A.	Conf. -	30.00		
110-812-550-01	x x	xx	30.00		
110-813-550	x x	x x	30.00	4860	90.00
120-000-545	McCammon & Assoc.	Books		4861	6.00
120-000-545	Weston Research Institute	Books		4862	10.85
138-000-541	Moorpark College Counseling Fund	Supplies		4863	15.95
192-000-544	Postmaster	Bus. Reply Acct.		4864	25.00
192-000-544	Postmaster	Postcards		4865	25.00
138-000-550	IGPA Convention - 1979	Fees		4866	16.00
191-000-549	Marilyn Vinson	Supplies		4867	14.47
191-000-549	Marilyn Vinson	Supplies		4868	9.60
110-300-543	Prairie State College	Dues-I.C.A.I.A.-	5.00		
110-300-550	x x x	Conf. fees -	23.00	4869	28.00
192-000-544	United Parcel Service	Service		4870	4.66
270-000-544	Norman Welch	Supplies		4871	10.76
110-712-543	American Nursing Assn. Publ.	Supplies		4872	9.00
110-800-530-03	Stronghold	Retreat		4873	35.00
110-812-541-01	Solar Times	Subscr.		4874	12.50
176-000-575	Susan Dixon	Phone calls		4875	10.33
110-117-530	Peggy Reisdorf	Speaker		4876	20.00
110-316-543	Profession of Parenting Institute	Supplies		4877	4.75
192-000-544	United Parcel Service	Service		4878	2.00
110-812-550-02	James Barber	Meeting		4879	36.07
192-000-544	Postmaster	Mid term grades		4880	74.25
192-000-544	Gladys Guntle	Addtl. postage		4881	2.70
120-000-545	American Journal of Nursing	Book		4882	18.90
192-000-544	United Parcel Service	Service		4883	3.10
120-000-545	American Heritage	Book		4884	24.95
110-812-541-01	I.C.L.A.	Membership		4885	32.50

contd.

1,861.39

EDUCATIONAL FUND -	1803.00
BUILDING FUND -	58.39

Balance in fund -	1162.61
Disbursements	<u>1861.39</u>
Total in fund	3024.00

DAWK VALLEY COLLEGE

APPROVED BY

William E. Beale

PRESIDENT

Lorna Keeler

SECRETARY

DATE _____

TREASURER'S REPORT

October 31, 1979

EDUCATIONAL FUND

Balance on Hand September 30, 1979 \$ 412,147.29

Receipts:

Taxes	145,419.39	
Charge-Back Revenue	548.03	
State Equalization	135.29	
Voc. Tech. Reg. Reimb.	51,091.00	
Federal Work Study	10,419.52	
Summer Tuition	75,306.43	
Fall Tuition	100,000.00	
Transcript Fees	87.00	
Other Revenue	86.36	
Expenditure Credits	<u>17,771.18</u>	<u>400,864.20</u>

Total Available \$ 813,011.49

Disbursements:

Expenses for October 435,229.14

Balance on Hand October 31, 1979 \$ 377,782.35

BUILDING FUND

Balance on Hand September 30, 1979 \$ 49,799.41

Receipts:

Taxes	36,366.72	
Misc. Revenue	75.00	
Expenditure Credits	<u>55.21</u>	<u>36,496.93</u>

Total Available \$ 86,296.34

Disbursements:

Expenses for October 5,354.63

Balance on Hand October 31, 1979 \$ 80,941.71

SITE AND CONSTRUCTION FUND - Dixon National Bank

Balance on Hand September 30, 1979 \$ 49,271.90

Receipts:

Facilities Revenue 7,025.00

Total Available \$ 56,296.90

Disbursements:

-0-

Balance on Hand October 31, 1979 \$ 56,296.90

SITE AND CONSTRUCTION FUND - Harris Trust

Balance on Hand September 30, 1979 \$ 6,811.09

Receipts:

-0-

Disbursements:

-0-

Balance on Hand October 31, 1979 \$ 6,811.09

BOND AND INTEREST #1

Balance on Hand September 30, 1979 \$ 73,707.57

Receipts:

Taxes	53,326.78	
Interest on Investments	<u>1,093.30</u>	<u>54,420.08</u>

Total Available \$ 128,127.65

Disbursements:

Investments 73,866.64

Balance on Hand October 31, 1979 \$ 54,261.01

BOND AND INTEREST #2

Balance on Hand September 30, 1979 \$ 2,191.90

Receipts:

-0-

Disbursements:

-0-

Balance on Hand October 31, 1979 \$ 2,191.90

WORKING CASH FUND

Balance on Hand September 30, 1979		\$ 16,282.20
<u>Receipts:</u>		
Interest on Investments	8,825.48	
Repaid from Educ. Fund	<u>201,929.65</u>	<u>210,755.13</u>
Total Available		\$ 227,037.33
<u>Disbursements:</u>		
Investments		\$ <u>210,755.13</u>
Balance on Hand October 31, 1979		\$ <u>16,282.80</u>

INSURANCE FUND

Balance on Hand September 30, 1979		\$ 19,862.19
<u>Receipts:</u>		
Taxes		<u>2,422.88</u>
Total Available		\$ 22,285.07
<u>Disbursements:</u>		
Expenses for October		<u>16,623.00</u>
Balance on Hand October 31, 1979		\$ <u>5,662.07</u>

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FUNDS INVESTED

Certificate of Deposit	B & I #1	11-20-79	\$ 134,470.01
Certificate of Deposit	S & C	11-15-79	112,469.84
Certificate of Deposit	Working Cash	10-29-79	222,015.47
Time-Open Deposit	B & I #2		24,828.35
Time-Open Deposit	S & C	5-28-80	100,000.00
Time-Open Deposit	B & I #1		187,117.44
Certificate of Deposit	S & C	11-19-79	52,403.48
Certificate of Deposit	B & I #1		45,000.00
Certificate of Deposit	S & C	12-15-79	206,520.56
Time-Open Deposit	S & C	5-28-80	100,000.00
Certificate of Deposit	Working Cash	11-14-79	195,142.97
Certificate of Deposit	S & C	2-12-80	201,730.71
Certificate of Deposit	Working Cash	10-26-79	152,441.09
Certificate of Deposit	Working Cash	11-30-79	250,000.00
Certificate of Deposit	Working Cash	12-17-79	<u>210,755.13</u>

TOTAL INVESTED

\$2,194,895.05

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 10/31/79

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

ASSETS:

Cash in Bank #1.....	\$ 183.78
Cash in Bank #2.....	78.70
Notes Receivable #1.....	1,798.00
Notes Receivable #2.....	870.46
	<u>\$2,930.84</u>

LIABILITIES & NET WORTH:

Fund Equity #1.....	\$1,655.30.....	
Net Profit #1.....	<u>326.48</u>	\$1,981.78
Fund Equity #2.....	\$ 729.31.....	
Net Profit #2.....	<u>219.85</u>	949.16
		<u>\$2,930.94</u>

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

INCOME:

Interest Income #1.....	\$ 30.48.....	
Bad Debts Repaid #1.....	<u>296.00</u>	\$ 326.48
Interest Income #2.....	\$ 14.85.....	
Bad Debts Repaid #2.....	<u>205.00</u>	\$ 219.85

EXPENSES: None

Net Profit #1.....	<u>\$ 326.48</u>
Net Profit #2.....	<u>\$ 219.85</u>

SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Period Ending October 31, 1979

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

Cash on Hand.....	\$ 72,800.71	
Workstudy Awards Receivable from Fed. Gov. 1979-80.....	86,645.00	
Workstudy Awards Capital 1979-80.....		\$126,645.00
Workstudy Awards Paid 1979-80.....	48,792.77	
E.O.G. Funds Receivable from Fed. Gov. 1979-80.....	69,954.00	
Initial E.O.G. Awards Capital 1979-80.....		40,136.00
Initial E.O.G. Awards Paid 1979-80.....	5,271.00	
Renewal E.O.G. Awards Capital 1979-80.....		29,818.00
Renewal E.O.G. Awards Paid 1979-80.....	6,922.00	
Basic E.O.G. Awards Rec. from Fed. Gov. 1979-80.....	79,154.00	
Basic E.O.G. Awards Capital 1979-80.....		174,404.00
Basic E.O.G. Awards Paid 1979-80.....	-0-	
Inactive Federal Grants.....	1,463.52	
	<u>\$371,003.00</u>	<u>\$371,003.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 10-31-79

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

ASSETS:

Cash in Bank	\$ 59,083.68
Petty Cash	500.00
Investments	51,179.31
Accounts Receivable - Educational Fund	315.22
Inventory 6-30-79.....	56,357.18
	<u>\$167,435.39</u>

LIABILITIES AND NET WORTH:

Accounts Payable - Student Activities Fund	\$ 60.00
Fund Equity	\$182,118.61
Net Loss	<u>(14,743.22)</u>
	<u>167,375.39</u>
	<u>\$167,435.39</u>

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

INCOME:

Textbook Sales	\$ 70,881.59	
Supply Sales	7,326.28	
Miscellaneous Sales	3,336.63	
Paperback Sales	1,720.64	
Used Book Sales	3,934.52	
Sales Tax Collected	4,294.73	
Other Income	91.76	
Investment Income	<u>766.41</u>	\$ 92,352.56

EXPENSES:

Textbook Purchases	\$ 79,447.05	
Supply Purchases	8,095.29	
Miscellaneous Purchases	1,569.55	
Paperback Purchases	2,653.64	
Used Book Purchases	3,184.24	
Sales Tax Paid	3,947.84	
Salaries and Wages	5,189.82	
Transportation Charges	1,758.97	
Supply Expense	308.59	
Equipment	230.70	
Travel	87.40	
Telephone	45.03	
Dues & Subscriptions	-0-	
Other Expense	578.63	
Over and Under	4.03	
Bad Debts	<u>(5.00)</u>	<u>\$107,095.78</u>

NET LOSS on a cash basis without regard to inventory or
accounts payable \$(14,743.22)

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

October 31, 1979

<u>ASSETS</u>		<u>REVOLVING AGENCY FUND LIABILITIES</u>	<u>AMOUNT</u>
Cash in Bank	\$216,106.38	Student Tuition	\$371,660.00
		Out of District Fees	986.79
Petty Cash	260.00	Due Educational Fund	1,609.53
		Due Building Fund	96.10
Accts Rec.	193,071.60	Due Student Loan Fund	207.24
		Due Bookstore	3,251.91
		Tuition Refunds	<u>(12,459.00)</u>
			\$365,352.57

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$ (2,403.52)	
Parking	5,318.11	
Recreation Room Fund	4,478.54	
Student Locker Fund	254.90	
Land Lab	2,992.60	
Community Services	10,833.07	
Child Care Center	1,439.17	
EMTA Grant	(1,870.00)	
Photography Supplies	1,382.74	
Highway Emer. Resc. Tech.	(2,231.56)	
LPN Supplies	8,251.00	
Book Transactions	3.00	
Law Enforcement Grant	1,638.00	
Nursing Capitation	121.05	
Nursing Capitation 1978-79	(1,688.00)	
1978-79 Disadv. Grant	1,464.22	
1979-80 Disadv. Grant	7,912.90	
CETA Public Services	(322.34)	
Ill. Humanities Grant	(1.21)	
Miscellaneous Account	980.51	
Student Clubs	1,301.43	
Adult Learning Book Charges	322.23	
College Van	1,812.81	
Horticulture/Greenhouse	413.60	
Community Theatre	<u>552.42</u>	\$ 42,955.67

FUND EQUITY

July 1, 1979 \$ 10,572.41

Excess of Expenditures over
Revenue as of Oct. 31, 1979 9,442.67 \$ 1,129.74

TOTAL ASSETS	\$409,437.98	TOTAL LIABILITIES & FUND EQUITY	<u>\$409,437.98</u>
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RESTRICTED PURPOSES FUND

OCTOBER 31, 1979

Balance on Hand September 30, 1979	\$296,469.26
JV 52	30.00
JV 56	97.66
October Receipts	<u>61,567.39</u>
TOTAL FUNDS AVAILABLE DURING SEPTEMBER	\$358,164.31
Cash Disbursements for October, 1979	<u>142,057.93</u>
Balance on Hand - October 31, 1979	<u>\$216,106.38</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITIES

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Comprehensive Fee Income	\$ 4,430.17
Athletic Income	
Drama Income	52.50
Student Activity Income	629.50
Student Newspaper Income	
Film Income	
Cash Over & Under	(124.53)
Other Income - Student Activity Fund Only	
TOTAL INCOME	<u>\$ 4,987.64</u>

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$15,231.00	\$2,640.80
Cheerleaders & Pom Squad	370.00	-0-
Speech Activities & Readers Theatre	3,600.00	967.50
Drama Expense	2,400.00	631.55
Music Expense	2,750.00	426.54
Student Activity Expense	11,157.00	4,694.53
Student Newspaper Expense	4,000.00	57.63
Associated Student Board	1,890.00	1,481.68
Musical	-0-	
Women's Intercollegiate Act.	8,500.00	3,530.08
Intramurals - Coed	300.00	
SVC Clubs	2,250.00	
Film Commission	1,800.00	
Art Exhibitions	300.00	
Contingency Expense/Equipment	80.00	
Contingencies/Non-Budgeted	<u>800.00</u>	
TOTAL EXPENSE	\$55,428.00	<u>\$ 14,430.31</u>

Excess of EXPENDITURES OVER REVENUE, as of October 31, 1979	<u>\$ 9,442.67</u>
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EDUCATIONAL FUND							
Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	24,044.15	24,044.15	14,426.49	9,617.66	96,741.00	72,696.85	72,696.85
DIV OF BUS CONTR SERV	3,234.00	3,234.00	3,164.00	70.00	3,800.00	566.00	566.00
DIV OF BUS SUPPLIES	1,249.71	1,249.71	1,138.11	111.60	4,661.00	3,411.29	3,411.29
DIV OF BUS CONF & MEETINGS	949.67	949.67	766.13	183.54	1,148.00	198.33	198.33
FOOD SERV CONTR SERV	45.00	45.00	25.00	20.00	300.00	255.00	255.00
FOOD SERV SUPPLIES	115.30	115.30	50.30	65.00	994.00	878.70	878.70
FOOD SERV CONF & MEETINGS	2.38	2.38	2.38	.00	212.00	209.62	209.62
DIV OF AGRIC SALARIES	3,848.95	3,848.95	2,309.37	1,539.58	18,475.00	14,626.05	14,626.05
DIV OF AGRIC CONTR SERV	.00	.00	.00	.00	150.00	150.00	150.00
DIV OF AGRIC SUPPLIES	200.10	200.10	163.90	36.20	1,300.00	1,099.90	1,099.90
DIV OF AGRIC CONF & MEETINGS	.00	.00	.00	.00	468.00	468.00	468.00
DIV OF INDUS ED SALARIES	28,381.80	28,381.80	17,029.08	11,352.72	118,150.00	89,768.20	89,768.20
DIV OF INDUS ED CONTR SERV	.00	.00	.00	.00	2,000.00	2,000.00	2,000.00
DIV OF INDUS ED SUPPLIES	3,667.35	3,667.35	2,388.19	1,279.16	14,088.00	10,420.65	10,420.65
DIV OF INDUS ED CONF & MEETINGS	593.60	593.60	593.60	593.60	1,496.00	902.40	902.40
COSMETOLOGY CONTR SERV	9,922.64	9,922.64	7,850.12	7,072.52	23,000.00	13,077.36	13,077.36
COSMETOLOGY SUPPLIES	.00	.00	.00	.00	100.00	100.00	100.00
COSMETOLOGY CONF & MEETINGS	4.08	4.08	4.08	.00	42.00	37.92	37.92
HUMAN SERV ADMIN SALARIES	7,687.44	7,687.44	5,979.12	1,708.32	20,500.00	12,812.56	12,812.56
HUMAN SERV CONTR SERV	.00	.00	.00	.00	300.00	300.00	300.00
HUMAN SERV SUPPLIES	657.11	657.11	348.17	308.94	1,200.00	542.89	542.89
HUMAN SERV CONF & MEETINGS	348.82	348.82	165.22	183.60	467.00	118.18	118.18
DIV OF SOC SCI SALARIES	20,939.15	20,939.15	12,563.49	8,375.66	94,550.00	73,610.85	73,610.85
DIV OF SOC SCI SUPPLIES	668.65	668.65	374.57	294.08	2,600.00	1,931.35	1,931.35
DIV OF SOC SCI CONF & MEETINGS	.00	.00	.00	.00	952.00	952.00	952.00
CRIM JUS INSTR SALARIES	8,882.25	8,882.25	6,034.35	2,847.90	34,175.00	25,292.75	25,292.75
CRIM JUS CONTR SERV	.00	.00	.00	.00	225.00	225.00	225.00
CRIM JUS SUPPLIES	317.69	317.69	306.19	11.50	1,863.00	1,545.31	1,545.31
CRIM JUS CONF & MEETINGS	211.32	211.32	211.32	.00	850.00	638.68	638.68
LIBRARY TECH SUPPLIES	.00	.00	.00	.00	250.00	250.00	250.00
DIV OF FIRE SCI CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
DIV OF FIRE SCI SUPPLIES	70.00	70.00	58.00	12.00	1,575.00	1,505.00	1,505.00
DIV OF FIRE SCI CONF & MEETINGS	.00	.00	.00	.00	240.00	240.00	240.00
DIV OF HUMANITIES SALARIES	40,222.05	40,222.05	24,133.23	16,088.82	159,650.00	119,427.95	119,427.95
DIV OF HUMAN. CONTR SERV	.00	.00	.00	.00	500.00	500.00	500.00
DIV OF HUMAN. SUPPLIES	381.55	381.55	234.88	146.67	2,154.00	1,772.45	1,772.45
DIV OF HUMAN. CONF & MEETINGS	.00	.00	.00	.00	1,136.00	1,136.00	1,136.00

GAGA VALLEY COLLEGE

APPROVED BY

William E. Rugh

PRESIDENT

Lorna Keifer

SECRETARY

DATE _____

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ART DEPT SALARIES	3,604.15	3,604.15	2,162.49	1,441.66	17,300.00	13,695.85	13,695.85
ART DEPT CONTR SERV		.00		.00	446.00	446.00	446.00
ART DEPT SUPPLIES	392.14	392.14	277.78	114.36	1,527.00	1,134.86	1,134.86
ART DEPT CONF & MEETINGS		.00		.00	88.00	88.00	88.00
MUSIC DEPT SALARIES	7,192.65	7,192.65	4,315.59	2,877.06	34,525.00	27,332.35	27,332.35
MUSIC DEPT CONTR SERV	136.75	136.75	16.75	120.00	735.00	598.25	598.25
MUSIC DEPT SUPPLIES	772.78	772.78	653.79	118.99	1,300.00	527.22	527.22
MUSIC DEPT CONF & MEETINGS		.00		.00	177.00	177.00	177.00
DIV OF MATH SCI SALARIES	33,098.80	33,098.80	19,859.28	13,239.52	134,650.00	102,551.20	102,551.20
DIV OF MATH SCI CONTR SERV	30.00	30.00		30.00	2,950.00	2,920.00	2,920.00
DIV OF MATH SCI SUPPLIES	3,535.41	3,535.41	3,300.58	234.83	8,750.00	5,214.59	5,214.59
DIV OF MATH SCI CONF & MEETINGS	72.86	72.86	19.50	53.36	704.00	631.14	631.14
MED LAB TECH SALARIES	10,545.00	10,545.00	7,785.00	2,760.00	33,120.00	22,575.00	22,575.00
MED LAB TECH CONTR SERV	10.00	10.00	10.00	.00	400.00	390.00	390.00
MED LAB TECH SUPPLIES	2,890.58	2,890.58	1,958.33	932.20	10,065.00	7,174.42	7,174.42
MED LAB TECH CONF & MEETINGS	394.97	394.97	150.73	244.24	550.00	155.03	155.03
ADN INSTR SALARIES	9,753.40	9,753.40	5,852.04	3,901.36	55,425.00	45,671.60	45,671.60
ADN OFC SALARIES	2,419.56	2,419.56	1,995.36	424.20	7,492.00	5,072.44	5,072.44
ADN CONTR SERV	52.50	52.50	52.50	.00	135.00	82.50	82.50
ADN SUPPLIES	1,523.97	1,523.97	1,387.02	136.95	2,160.00	636.03	636.03
ADN CONF & MEETINGS	379.32	379.32	122.08	257.24	1,505.00	1,125.68	1,125.68
LPN SALARIES	23,035.95	23,035.95	17,119.57	5,916.38	66,230.00	43,194.05	43,194.05
LPN CONTR SERV		.00		.00	250.00	250.00	250.00
LPN SUPPLIES	709.87	709.87	593.84	116.03	1,684.00	974.13	974.13
LPN CONF & MEETINGS	485.79	485.79	157.34	328.45	701.00	215.21	215.21
RAD TECH SALARIES	6,825.00	6,825.00	5,255.00	1,570.00	18,840.00	12,015.00	12,015.00
RAD TECH CONTR SERV		.00		.00	450.00	450.00	450.00
RAD TECH SUPPLIES	396.25	396.25	357.30	38.95	3,150.00	2,753.75	2,753.75
RAD TECH CONF & MEETINGS	410.34	410.34	301.54	108.80	2,530.00	2,119.66	2,119.66
DIV OF PHYS ED SALARIES	8,645.80	8,645.80	5,187.48	3,458.32	41,500.00	32,854.20	32,854.20
DIV OF PHYS ED SUPPLIES	818.11	818.11	807.83	10.28	2,140.00	1,321.89	1,321.89
DIV OF PHYS ED CONF & MEETINGS	84.73	84.73	84.73	.00	334.00	249.27	249.27
NURSE AID CONTR SERV		.00		.00	30.00	30.00	30.00
NURSE AID SUPPLIES	13.00	13.00	13.00	.00	300.00	287.00	287.00
PART TIME OVERLOAD-FOSTER	1,811.00	1,811.00		1,811.00	20,800.00	18,989.00	18,989.00
PART TIME OVERLOAD-SAGMOE	4,412.50	4,412.50		4,412.50	13,600.00	9,187.50	9,187.50
PART TIME OVERLOAD-STRIKLAND	27,008.88	27,008.88	630.00	26,378.88	103,000.00	75,991.12	75,991.12

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
NIGHT PREMIUMS STRICKLAND	700.00	700.00	700.00	.00		700.00 CR	700.00 CR
SUMMER SESSION SALARIES	92,256.00	92,256.00	92,256.00	.00	85,200.00	7,056.00 CR	7,056.00 CR
INSTR SECR SALARIES	7,381.51	7,381.51	5,718.16	1,663.35	20,052.00	12,670.49	12,670.49
WORKROOM CONTR SERV	1,473.30	1,473.30	1,473.30	.00	1,750.00	276.70	276.70
INSTR ADMIN CONTR SERV	265.86	265.86	265.86	.00	1,650.00	1,384.14	1,384.14
FACULTY IN SERVICE TRAINING	35.00	35.00		35.00	5,000.00	4,965.00	4,965.00
WORKROOM SUPPLIES	118.66	118.66	59.18	177.84	750.00	631.34	631.34
FACULTY OFFICE SUPPLIES	33.53	33.53	18.75	14.78	800.00	766.47	766.47
INSTITUTIONAL COMMITTEES	24.92	24.92	22.82	2.10	200.00	175.08	175.08
TUITION REIMBURSEMENT	1,454.15	1,454.15	1,454.15	.00	6,000.00	4,545.85	4,545.85
ARTS & SCI DEAN SALARY	9,374.94	9,374.94	7,291.62	2,083.32	25,000.00	15,625.06	15,625.06
ARTS & SCI SECR SALARY	3,372.75	3,372.75	2,623.25	749.50	8,994.00	5,621.25	5,621.25
ARTS & SCI FED WORK STUDY	5,031.34	5,031.34	3,241.52	1,789.82	19,201.00	14,169.66	14,169.66
STUDENT TUTORS	962.29	962.29	385.83	576.46	3,600.00	2,637.71	2,637.71
ARTS & SCI DEAN SUPPLIES	277.93	277.93	197.94	80.04	1,750.00	1,472.02	1,472.02
DEAN CONF & MEETINGS	211.64	211.64	163.99	47.65	612.00	400.36	400.36
CAREER ED DEAN SALARY	9,000.00	9,000.00	7,000.00	2,000.00	24,000.00	15,000.00	15,000.00
ASST DEAN SALARY	8,812.44	8,812.44	6,854.12	1,958.32	23,500.00	14,687.56	14,687.56
CAREER ED SECR SALARY	3,634.83	3,634.83	2,827.09	807.74	9,693.00	6,058.17	6,058.17
CAREER ED FED WORK STUDY	4,813.06	4,813.06	3,658.19	1,154.87	12,230.00	7,416.94	7,416.94
SVC STUDENT EMPLOYEES	1,107.15	1,107.15	802.15	305.00	6,000.00	4,892.85	4,892.85
CAREER ED DEAN SUPPLIES	440.43	440.43	290.59	149.84	1,800.00	1,359.57	1,359.57
ASST DEAN SUPPLIES	90.84	90.84	54.21	36.63	600.00	509.16	509.16
DEAN CONF & MEETINGS	33.93	33.93	33.93	.00	1,275.00	1,241.07	1,241.07
ASST DEAN CONF & MEETINGS	111.07	111.07		111.07	382.00	270.93	270.93
COMM ED ADMIN SALARIES	8,190.00	8,190.00	6,370.00	1,820.00	21,640.00	13,650.00	13,650.00
COMM ED INSTR SALARIES	18,802.50	18,802.50	7,400.00	11,402.50	68,000.00	49,197.50	49,197.50
COMM SERV COORDINATORS	800.00	800.00	800.00	.00	7,000.00	6,200.00	6,200.00
COMM ED SECR SALARIES	2,619.68	2,619.68	1,964.76	654.92	7,859.00	5,239.32	5,239.32
COMM ED CONTR SERV	285.00	285.00	285.00	.00	3,000.00	2,715.00	2,715.00
COMM ED SUPPLIES	1,291.94	1,291.94	690.94	601.00	2,200.00	908.06	908.06
COMM ED CONF & MEETINGS	787.30	787.30	227.74	559.56	1,530.00	742.70	742.70
ACADEMIC SKILLS SALARIES	8,463.50	8,463.50	5,078.10	3,385.40	33,825.00	25,361.50	25,361.50
ACADEM SKILLS FED WORK STUDY	1,748.42	1,748.42	1,286.34	462.08	2,722.00	973.58	973.58
ACADEM SKILLS CONTR SERV	131.96	131.96	96.21	35.75	400.00	268.04	268.04
ACADEM SKILLS SUPPLIES	2,110.90	2,110.90	1,868.46	242.44	3,300.00	1,189.10	1,189.10

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ACADEM SKILLS CONF & MEETINGS		.00		.00	255.00	255.00	255.00
HONORS PROGRAM CONTR SERV		.00		.00	255.00	255.00	255.00
HONORS PROG SUPPLIES	17.05	17.05	15.07	1.98	200.00	182.95	182.95
HONORS PROG CONF & MEETINGS		.00		.00	510.00	510.00	510.00
LRC ADMIN SALARIES	8062.47	8062.47	6270.81	1791.66	21500.00	13437.53	13437.53
LRC PROF SALARIES	10286.40	10286.40	6171.84	4114.56	49375.00	39088.60	39088.60
LRC SECR SALARIES	8780.55	8780.55	6770.65	2009.90	24119.00	15338.45	15338.45
LRC FED WORK STUDY	3303.21	3303.21	2126.65	1176.56	7909.00	4605.79	4605.79
LRC CONTR SERV	900.01	900.01	255.34	644.67	3500.00	2599.99	2599.99
LIBRARY SUPPLIES	5077.61	5077.61	5006.61	71.00	8800.00	3722.39	3722.39
A V SUPPLIES	1119.94	1119.94	948.53	171.41	6400.00	5280.06	5280.06
XEROX SUPPLIES	1949.52	1949.52	1035.81	913.71	2000.00	3949.52	3949.52
LIBRARY BOOKS	3748.54	3748.54	2667.43	1081.11	30000.00	26251.46	26251.46
LRC CONF & MEETINGS	18.02	18.02	2.72	15.30	510.00	491.98	491.98
ADM & REC SECR SALARIES	10951.94	10951.94	8631.42	2320.52	29594.00	18642.06	18642.06
ADM & REC FED WORK STUDY	1354.99	1354.99	1072.86	282.13	3827.00	2472.01	2472.01
ADM & REC CONTR SERV	425.00	425.00	425.00	.00	429.00	4.00	4.00
ADM & REC SUPPLIES	916.23	916.23	604.53	311.70	6000.00	5083.77	5083.77
ADM & REC CONF & MEETINGS		.00		.00	425.00	425.00	425.00
COUNSELING SALARIES	27124.84	27124.84	21036.52	6088.32	73060.00	45935.16	45935.16
COUNSELING SECR SALARIES	2809.44	2809.44	2185.12	624.32	7492.00	4682.56	4682.56
HEALTH SERV SUPPLIES	25.50	25.50	25.50	.00	300.00	274.50	274.50
FIN AIDS PROF SALARIES	8325.00	8325.00	6475.00	1850.00	22200.00	13875.00	13875.00
FIN AIDS SECR SALARIES	3056.58	3056.58	2377.34	679.24	8151.00	5094.42	5094.42
STUDENT SERV ADMIN SALARIES	10125.00	10125.00	7875.00	2250.00	27000.00	16875.00	16875.00
STUDENT SERV SECR SALARIES	3636.72	3636.72	2828.56	808.16	9698.00	6061.28	6061.28
STUDENT SERV FED WORK STUDY	23103.15	23103.15	17025.85	6077.30	34049.00	10945.85	10945.85
COACHING SALARIES	2237.50	2237.50		2237.50	10300.00	8062.50	8062.50
STUDENT SERV CONTR SERV	193.75	193.75	193.75	.00	300.00	106.25	106.25
STUDENT SERV SUPPLIES	4122.07	4122.07	3233.72	888.35	9000.00	4877.93	4877.93
STUDENT RECRUITMENT	782.72	782.72	782.72	.00	1500.00	717.28	717.28
COMMENCEMENT	972.69	972.69	464.45	508.24	5500.00	4527.31	4527.31
STUDENT SERV CONF & MEETINGS	1148.88	1148.88	727.96	420.92	3655.00	2506.12	2506.12
VETERANS GRANT SECR SALARIES	5501.39	5501.39	4229.81	1271.58	15259.00	9757.61	9757.61
VETERANS GRANT SUPPLIES	1385.53	1385.53	1331.43	54.05	1200.00	185.53	185.53
VETERANS GRANT CONF & MEETINGS	78.24	78.24	78.24	.00	800.00	721.76	721.76
PUB SERV SALARIES		.00		.00	3500.00	3500.00	3500.00
PUB SERV CONTR SERV		.00		.00	1000.00	1000.00	1000.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PUB SERV SUPPLIES		.00		.00	3,000.00	3,000.00	3,000.00
SERVICE STAFF SALARIES	92906.11	92906.11	71,084.60	21,821.51	284,460.00	196,553.89	196,553.89
MAINT FED WORK STUDY-BOYS	10,603.99	10,603.99	8,437.86	2,166.13	63,355.00	52,751.01	52,751.01
MATRONS FED WORK STUDY	10,620.26	10,620.26	9,365.60	1,254.66		10,620.26 CR	10,620.26 CR
GAS	26,612.55	26,612.55	22,353.33	4,259.22	105,350.00	78,737.45	78,737.45
ELECTRICITY	29,538.16	29,538.16	18,163.92	11,374.24	124,100.00	94,561.84	94,561.84
TELEPHONE	7,793.95	7,793.95	5,609.12	2,184.83	24,000.00	16,206.05	16,206.05
PRESIDENTS SALARY	13,124.97	13,124.97	10,208.31	2,916.66	35,000.00	21,875.03	21,875.03
PRES SECR SALARY	4,518.36	4,518.36	3,514.28	1,004.08	12,299.00	7,780.64	7,780.64
PRES OFC FED WORK STUDY	2,005.41	2,005.41	1,447.25	558.16	2,096.00	90.59	90.59
PRES OFC CONTR SERV		.00		.00	100.00	100.00	100.00
PRES OFC SUPPLIES	446.06	446.06	286.30	159.76	3,000.00	2,553.94	2,553.94
PRES OFC CONF & MEETINGS	435.21	435.21	435.21	.00	2,000.00	1,564.79	1,564.79
SPECIAL AFFAIRS	285.35	285.35	219.15	66.20	1,500.00	1,214.65	1,214.65
BUS OFC ADMIN SALARIES	12,375.00	12,375.00	9,625.00	2,750.00	33,000.00	20,625.00	20,625.00
BUS OFC PROF SALARIES	8,624.97	8,624.97	6,708.31	1,916.66	23,000.00	14,375.03	14,375.03
BUS OFC SECR SALARIES	15,930.69	15,930.69	12,201.52	3,729.17	46,447.00	30,516.31	30,516.31
BUS OFC FED WORK STUDY	2,928.82	2,928.82	2,339.39	589.43	8,420.00	5,491.18	5,491.18
BUS OFC CONTR SERV	2,759.34	2,759.34	2,759.34	.00	3,575.00	815.66	815.66
BUS OFC SUPPLIES	2,110.20	2,110.20 CR	1,904.13	206.07 CR	7,500.00	4,610.20	4,610.20
BUS OFC CONF & MEETINGS	556.25	556.25	556.25	.00	1,700.00	1,143.75	1,143.75
PUB RELA ADMIN SALARIES	8,249.94	8,249.94	6,416.62	1,833.32	22,000.00	13,750.06	13,750.06
PUB RELA SECR SALARIES	353.50	353.50	133.00	220.50	2,000.00	1,646.50	1,646.50
PUB RELA SUPPLIES	16,078.82	16,078.82	13,832.92	2,245.90	45,000.00	28,921.18	28,921.18
PUB RELA CONF & MEETINGS	108.38	108.38	77.78	30.60	638.00	529.62	529.62
AUDITING & LEGAL	8,512.00	8,512.00	1,542.00	6,970.00	14,000.00	5,488.00	5,488.00
ELECTIONS & OTHER	330.45	330.45	253.01	77.44	6,000.00	5,669.55	5,669.55
BOARD CONF & MEETINGS	630.34	630.34	385.00	245.34	1,700.00	1,069.66	1,069.66
INSTITUTIONAL SECR SALARIES	2,996.55	2,996.55	2,330.65	665.90	7,991.00	4,994.45	4,994.45
GROUP MED & LIFE INS	49,082.03	49,082.03	40,913.26	8,168.77	115,500.00	66,417.97	66,417.97
UNEMPLOYMENT COMP	1,440.10	1,440.10	1,440.10	.00	19,200.00	17,759.90	17,759.90
UNALLOCATED INSTITU CONTR SERV	467.68	467.68	337.63	130.05	2,100.00	1,632.32	1,632.32
FACULTY ASSN SUPPLIES	23.70	23.70	6.42	17.28	200.00	176.30	176.30
POSTAGE	3,539.32	3,539.32	3,315.19	224.13	27,300.00	23,760.68	23,760.68
PUBLICATIONS & DUES	2,176.20	2,176.20	2,176.20	.00	6,200.00	4,023.80	4,023.80
ADVERTISING	135.96	135.96	135.96	.00	550.00	414.04	414.04
RECRUITMENT	666.45	666.45	531.20	135.25	2,000.00	1,333.55	1,333.55

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
GENERAL INSURANCE	6,027.75	6,027.75	22,630.75	16,603.00 CR	12,000.00	5,972.25	5,972.25
EQUIPMENT	473.49	473.49	303.70	169.79	52,780.00	52,306.51	52,306.51
STATE VOC EQUIPMENT	4,656.25	4,656.25	2,467.00	2,189.25		4,656.25 CR	4,656.25 CR
TUITION CHARGE BACK	7,180.85	7,180.85	3,877.03	3,303.82	15,000.00	7,819.15	7,819.15
INSTITU RES SUPPLIES	88.23	88.23	81.03	7.20	500.00	411.77	411.77
DATA PROC PROF SALARIES	15,374.97	15,374.97	11,958.31	3,416.66	41,000.00	25,625.03	25,625.03
DATA PROC NON ACADEM SALARIES	2,646.59	2,646.59	2,245.92	400.67	7,685.00	5,038.41	5,038.41
DATA PROC FED WORK STUDY	1,113.26	1,113.26	928.73	184.53	3,231.00	2,117.74	2,117.74
DATA PROC CONTR SERV	10,243.50	10,243.50	10,118.50	125.00	11,213.00	969.50	969.50
DATA PROC SUPPLIES	1,424.57	1,424.57	1,350.10	74.47	3,780.00	2,355.43	2,355.43
DATA PROC CONF & MEETINGS		.00		.00	850.00	850.00	850.00
DATA PROC EQUIP RENTAL	13,868.49	13,868.49	10,379.91	3,488.58	44,908.00	31,039.51	31,039.51
GRANTS OFC SUPPLIES	270.39	270.39	120.09	150.30	1,000.00	729.61	729.61
GRANTS OFC CONF & MEETINGS		.00		.00	600.00	600.00	600.00
AFFIRM ACTION CONTR SERV		.00		.00	200.00	200.00	200.00
AFFIRM ACTION SUPPLIES	23.43	23.43	13.62	9.81	400.00	376.57	376.57
AFFIRM ACTION CONF & MEETINGS	963.87	963.87	550.00	413.87	850.00	113.87 CR	113.87 CR
CONTINGENCIES		.00		.00	40,813.00	40,813.00	40,813.00

1.051.099.39 T 1.051.099.39 T 773.560.94 T 277,538.45 T 334,3278.00 T 229,2178.61 T 229,2178.61 T

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
BLDG & MAINT SUPPLIES	5,949.53	5,949.53	4,664.21	1,285.37	52,000.00	46,050.42	46,050.42
MAINT CONF & MEETINGS	42.67	42.67	35.53	7.14	638.00	595.33	595.33
SERVICE EQUIPMENT		.00		.00	8,500.00	8,500.00	8,500.00
MAINT CONTR SERV	10,447.70	10,447.70	9,715.29	732.41	29,700.00	19,252.30	19,252.30
RENTAL CHARGES	638.00	638.00	512.00	126.00	500.00	138.00 CR	138.00 CR
CONTINGENCIES		.00		.00	22,000.00	22,000.00	22,000.00
	17,077.95 T	17,077.95 T	14,927.03 T	2,150.92 T	113,338.00 T	96,260.05 T	96,260.05 T

SITE & CONSTRUCTION FUND

SITE IMPROVEMENT		.00		.00	20,000.00	20,000.00	20,000.00
NEW BLDGS & ADDITIONS		.00		.00	25,000.00	25,000.00	25,000.00
BLDG IMPROVEMENTS		.00		.00	105,000.00	105,000.00	105,000.00
BLDG REPAIRS	2,486.62	2,486.62	2,426.62	60.00		2,486.62 CR	2,486.62 CR
BLDG REPAIRS AFFIRMATIVE ACTION	500.00	500.00	500.00	.00		500.00 CR	500.00 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
	2,986.62 T	2,986.62 T	2,926.62 T	60.00 T	200,000.00 T	197,013.38 T	197,013.38 T

BOND & INTEREST #1

DEBT PRINCIPAL RETIREMENT		.00		.00	225,000.00	225,000.00	225,000.00
INTEREST		.00		.00	58,444.00	58,444.00	58,444.00
OTHER FIXED CHARGES		.00		.00	500.00	500.00	500.00
	.00 T	.00 T	.00 T	.00 T	283,944.00 T	283,944.00 T	283,944.00 T

BOND & INTEREST #4

Account	Total Expenditures	Prev. Mo. To Date To Date		This Mo.	Budget	Unexpended	Unencumbered
DEBT PRINCIPAL RETIREMENT		.00		.00	250.000.00	250.000.00	250.000.00
INTEREST		.00		.00	17.500.00	17.500.00	17.500.00
OTHER FIXED CHARGES		.00		.00	1.500.00	1.500.00	1.500.00
	.00 T	.00 T	.00 T	.00 T	269.000.00 T	269.000.00 T	269.000.00 T

WORKING CASH FUND

MISC EXPENSES		.00		.00	500.00	500.00	500.00
	.00 T	.00 T	.00 T	.00 T	500.00 T	500.00 T	500.00 T

INSURANCE FUND

INSURANCE EXPENSE	16,623.00	16,623.00	16,623.00	.00	27,500.00	10,877.00	10,877.00
	16,623.00 T	16,623.00 T	16,623.00 T	.00 T	27,500.00 T	10,877.00 T	10,877.00 T

REVENUE REPORT

EDUCATIONAL FUND

Account	Total Receipts	To date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CURRENT TAXES	503,185.29	593,185.29	447,765.90	145,419.39	788,394.00	195,208.71	195,208.71
BACK TAXES	2,637.28	2,637.28	2,637.28	.00		2,637.28 CR	2,637.28 CR
CHARGE BACK REVENUE	2,110.67	2,110.67	1,562.64	548.03	10,000.00	7,889.33	7,889.33
SUMMER STATE APPORT		.00		.00	112,845.00	112,845.00	112,845.00
FALL STATE APPORT	284,001.00	284,001.00	284,001.00	.00	564,727.00	285,726.00	285,726.00
SPRING STATE APPORT		.00		.00	545,793.00	545,793.00	545,793.00
ICCB EQUALIZATION GRANT	4,161.62	4,161.62	4,026.33	135.29	42,671.00	38,509.38	38,509.38
VOC ED REIMB-REG	43,453.00	43,453.00	7,638.00	51,091.00	95,000.00	51,547.00	51,547.00
VOC ED EQUIP REIMB	3,063.00	3,063.00 CR	3,063.00	.00	19,331.00	22,394.00	22,394.00
OTHER ILL. REV	2,094.56	2,094.56 CR	2,094.56	.00		2,094.56	2,094.56
HEW TITLE 2		.00		.00	3,963.00	3,963.00	3,963.00
VETERANS COST OF INSTR		.00		.00	11,000.00	11,000.00	11,000.00
FEDERAL WORK STUDY	42,781.40	42,781.40	32,361.83	10,419.52	130,658.00	87,876.60	87,876.60
VETERANS REPORTING FEE		.00		.00	5,000.00	5,000.00	5,000.00
SUMMER TUITION	75,306.43	75,306.43		75,306.43	77,484.00	2,177.57	2,177.57
FALL TUITION	100,000.00	100,000.00		100,000.00	438,617.00	338,617.00	338,617.00
SPRING TUITION		.00		.00	420,190.00	420,190.00	420,190.00
GRADUATION FEES	41.20	41.20	41.20	.00	600.00	558.80	558.80
TRANSCRIPT FEES	396.00	396.00	309.00	87.00	700.00	304.00	304.00
PUB SERV INCOME		.00		.00	7,500.00	7,500.00	7,500.00
INTEREST ON INVESTMENTS		.00		.00	100.00	100.00	100.00
OTHER REVENUE	2,618.58	2,618.58	2,532.22	86.36	100.00	2,518.58 CR	2,518.58 CR
	1,145,534.91	1,145,534.91	762,441.89	383,093.02	1,327,467.30	1,134,138.09	213,413.80

BUILDING FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CURRENT TAXES	148,344.77	148,344.77	111,978.05	36,366.72	197,098.00	48,753.23	48,753.23
BACK TAXES	659.54	659.54	659.54	.00		659.54 CR	659.54 CR
INTEREST ON INVESTMENTS		.00		.00	100.00	100.00	100.00
MISC REVENUE	534.00	534.00	459.00	75.00	900.00	366.00	366.00
	149,538.31 T	149,538.31 T	113,096.59 T	36,441.72 T	198,098.00 T	48,559.69 T	48,559.69 T

SITE & CONSTRUCTION FUND

ANIXTER REVENUE	20,110.92	20,110.92	15,085.92	5,025.00	53,300.00	33,189.08	33,189.08
UNIT 5 REVENUE	5,000.00	5,000.00	3,000.00	2,000.00	12,000.00	7,000.00	7,000.00
INTEREST ON INVESTMENTS	12,220.84	12,220.84	12,220.84	.00	34,000.00	21,779.16	21,779.16
	37,331.76 T	37,331.76 T	30,306.76 T	7,025.00 T	99,300.00 T	61,968.24 T	61,968.24 T

BOND & INTEREST #1

CURRENT TAXES	217,527.11	217,527.11	164,200.33	53,326.78	289,078.00	71,550.89	71,550.89
BACK TAXES	967.12	967.12	967.12	.00		967.12 CR	967.12 CR
INTEREST ON INVESTMENTS	1,773.51	1,773.51	680.21	1,093.30	10,000.00	8,226.49	8,226.49
	220,267.74 T	220,267.74 T	165,847.66 T	54,420.08 T	299,078.00 T	78,810.26 T	78,810.26 T

BOND & INTEREST #4

CURRENT TAXES		.00		.00	268,000.00	268,000.00	268,000.00
INTEREST ON INVESTMENTS		.00		.00	1,000.00	1,000.00	1,000.00
	.00 T	.00 T	.00 T	.00 T	269,000.00 T	269,000.00 T	269,000.00 T

WORKING CASH FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
SALE OF BONDS	250.000.00	250.000.00	250.000.00	.00	250.000.00	.00	.00
INTEREST ON INVESTMENTS	17,955.49	17,955.49	9,130.01	8,825.48	15,000.00	2,955.49 CR	2,955.49 CR
	267,955.49 T	267,955.49 T	259,130.01 T	8,825.48 T	265,000.00 T	2,955.49 CR	2,955.49 CR

INSURANCE FUND

CURRENT TAXES	9,883.19	9,883.19	7,460.31	2,422.88	27,600.00	17,716.81	17,716.81
BACK TAXES	43.94	43.94	43.94	.00		43.94 CR	43.94 CR
	9,927.13 T	9,927.13 T	7,504.25 T	2,422.88 T	27,600.00 T	17,672.87 T	17,672.87 T

DAVA VALLEY COLLEGE

APPROVED BY

William E. Reigh

PRESIDENT

Lorna Keefer

SECRETARY

DATE _____