

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Third Floor Conference Room 3L 14
September 22, 1980 8:00 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
 - *6) Acceptance of Donations
- E. Old Business:
 - *1) Policy revision
 - 2) Personnel committee report
- F. New Business
- G.
 - 1) Student trustee report
 - *2) ICCTA Report
 - *3) Action Plan for Follow-up of North
Central and Illinois Community
College Board Concerns and
Recommendations
 - *4) Institutional Goals for 1980-81
 - 5) Other items
- H. Time of Next Meeting

*Materials enclosed

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

September 22, 1980

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on September 22, 1980 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Reigle called the meeting to order at 8:00 p.m. and the following members answered roll call:

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

Absent: Scott Quick

Minutes: It was moved by Member Koenig and seconded by Member Powers that the Board approve the minutes of the September 8 meeting as presented. Motion voted and carried.

Treasurer's Report: It was moved by Member Keefer and seconded by Member Koenig that the Board approve the Treasurer's Report as presented. In a roll call vote, all voted aye. Motion carried.

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

Educational Fund	\$233,667.77
Building Fund	6,925.33
Site & Construction	8,342.30

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

Payroll: It was moved by Member Prescott and seconded by Member Koenig that the Board approve the payroll of August 31 in the amount of \$61,810.82 and the payroll of September 15 in the amount of \$112,436.08. In a roll call vote, all voted aye. Motion carried.

Donations: It was moved by Member Prescott and seconded by Member Koenig that the Board accept the donation of 300# of aluminum from Fosco Fabricators of Dixon and $\frac{1}{4}$ " sheet steel and cast iron plus a complete Cummins diesel engine from Lonestar Industries of Dixon, and that letters of appreciation be sent to the donors. Motion voted and carried.

Policy Change
on College
Travel:

It was moved by Member Prescott and seconded by Member Koenig that Board Policy 511.01 "Travel of College Personnel" be changed as follows; and made effective October 1, 1980:

Reimbursement when using personal automobiles for college travel will be at the rate of 20¢ per mile.

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

ICCTA Meetings:

Member Prescott reported that she has been appointed to a committee with the ICCTA to set goals for 1980. She noted that she would attend these meetings if the Board thought it would be beneficial. Mr. Reigle suggested she attend the first few meetings to see if she thought they were worthwhile.

Advisory
Committees:

Dr. Garner reported to the Board that he had met with the faculty members and administrators that were responsible for advisory committees at the college. He said they went over the guidelines for these committees as outlined in the recent Board Workshop.

ADN
Graduates:

Dr. Garner also reported on the scores of our ADN graduates. He noted that the percentage of Sauk graduates who pass the state license test is 92%. This figure is greater than the state average of 83% and the national figure of 84%.

North Central
and ICCB
Concerns:

The Board received and discussed the attached copies of the action plan for follow-up of the North Central and ICCB Concerns.

Institutional
Goals:

Dr. Garner presented a set of 15 Institutional Goals (see attached) as a focus for special institutional effort this next year. He noted these goals represented the collective input of faculty, administrators, Board, and classified staff.

Other Items:

Also presented as information items were the Academic Intentions Study (on file in the library), a copy of the Foundation minutes for the last meeting held in May, and a summary of Orientation Day discussions.

Executive Session: At 8:28 p.m. it was moved by Member Prescott and seconded by Member Powers that the Board adjourn to executive session to consult with legal counsel. Motion voted and carried.

Regular Session: At 8:52 p.m. it was moved by Member Keefer and seconded by Member Koenig that the Board return to regular session. Motion voted and carried.

Personal Goals: A discussion was held on the personal goals President Garner had outlined for himself for the year ahead.

Adjournment: Since there was no further business, it was moved by Member Powers and seconded by Member Koenig that the Board adjourn to 7:30 p.m. on October 27, 1980. Motion voted and carried.

The Board adjourned at 10:04 p.m.

Respectfully submitted:



Kay Fisher, Secretary

ACTION PLAN FOR FOLLOW-UP OF NORTH CENTRAL AND ILLINOIS COMMUNITY COLLEGE BOARD CONCERNS AND RECOMMENDATIONS

AREA OF CONCERN	FOLLOW-UP ASSIGNMENT	ACTION PLAN
NORTH CENTRAL:		
A. Administrative Structure Review	Hal Garner	Administrative study and analysis (October - December, 1980) Outside consultation (January, 1981) Presentation and review of results (February - March, 1981)
B. Long Range Planning	Hal Garner	Reconstitute the Long Range Planning Committee this fall. Conduct a comprehensive study with sub-committees in key subject areas e.g. curriculum and program, building, financial resources, etc. (intensive effort in winter and spring with a report by May 15, 1981.)
C. Classroom Design.	Ralph Gelandner and the Building Utilization Committee	The Building Utilization Committee has already begun addressing this issue in selected areas of the building. December 1, 1980 is the deadline for a complete audit. At that time, armed with a better knowledge of the amount of construction work necessary, a deadline for the completion of renovations will be established.
D. Faculty Promotion System	No assignment at this time	This was discussed in many faculty groups on August 22 but a faculty-oriented action plan has not evolved to date.
E. Small Class Size (Occupational Areas)	Jim Strickland	By November 15, 1980 an analysis will be completed of all small-enrollment classes existing over the past two-year period...to initially develop a rationale for small-enrollment classes, an administrative procedure of setting a minimum class size has been established for Fall, 1980.... "To allow an enrollment of less than 10 students, a rationale is to be written."
F. Small Number of Degree Graduates	Jim Strickland, John Sagmoe and Don Foster	During this academic year (1980-81) an instrument will be developed to follow up on last semester's graduates. An analysis will be made, over the year, on all graduates and their placement. A follow-up study will be completed by February 15, 1981.
G. Development of Electronics Program	Jim Strickland	By March, 1981, the Industrial-Technical Department will analyze the curriculum needs of the Electronics Program and prepare a recommendation for staffing...for administrative review.
H. Additional Space for Technical Programs	Ralph Gelandner and the Building Utilization Committee	This concern is also under study by the Building Utilization Committee, moreover, the Board of Trustees last year approved the concept of remodeling portions of the Holding Pond building to house the construction technology program. This committee would like to broaden its space review program beyond housing for a single program and for this reason is expected to take a year to develop and implement.

AREA OF CONCERN	FOLLOW-UP ASSIGNMENT	ACTION PLAN
I. On-site Industrial Instruction	Hal Garner and Jim Strickland	This is dependent on revised or additional staffing assignments. Relate to administrative structure review (See "A" above)
J. Administrative Function	Hal Garner	Relate to administrative structure review ("A" above)
K. Library Services	Dr. Pintozzi	Already corrected by action at the June 9, 1980 Board meeting.
L. Academic Advising	John Sagmoe	This will take all year to develop and implement. We have known for some time that our advisement system needs attention. An initial meeting of Don Foster, Jim Strickland, John Sagmoe and Mike Seguin has been scheduled to discuss the nature of this problem and to work out a long-term plan of action. It is recognized that a permanent solution to this problem will have to involve the individual academic departments as well as individual faculty members.
M. Business Office Public Relations	Bob Edison	Preliminary review has already been conducted. The basis for this concern has been hard to document. However, insofar as all offices and staff can benefit, a human relations workshop will be sponsored by the Student Services staff this fall as an inservice exercise.
N. Computer Use	W. Clevenger	Document standards have been established, although compliance with these standards should be completed by January 15, 1981. On-line password control policies have been established and should be implemented when our new system becomes operational no later than October 15, 1980. Coordination procedures will be studied by consulting with the auditors and adapting their concerns to SVC's structure.
O. Long-range Financing	Hal Garner, Bob Edison and the Long Range Planning Committee	Will be an integral part of Long-range Planning (see "B" above)
P. Building Modifications	Ralph Gelander and the Building Utilization Committee	Relates to previous concerns (see "C" above)
Q. Administrative Structure Admissions and Records	Hal Garner	Relates to previous concerns (see "A" above)
R. Small Class Size-Financial Implications	Hal Garner and the Deans	Will be reviewed in November and December after related study is completed - See "E" above. Dean Foster has also started work on this - this is scheduled for completion by February 1st

AREA OF CONCERN	FOLLOW-UP ASSIGNMENT	ACTION PLAN
ILLINOIS COMMUNITY COLLEGE BOARD		
AA. Administrative Structure Review	Hal Garner	Relates to previous concern (See "A" above)
BB. Financial Aid Office Move	John Sagmoe	This recommendation implemented in Spring of 1980
CC. Residency Policy Review	Walt Clevenger and Jim Barber	Jim Barber will consult with ICCB concerning the ways in which we can develop a solution to the recommendation on this policy. This project is scheduled for completion by October 15, 1980.
DD. Policy on Repeating Courses for State Approval	Don Foster, Jim Strickland, Walt Clevenger, John Sagmoe	The present repeat policy will be studied and compared with the regulations as specified in the ICCB Redbook. Also, a procedure will be worked out to identify repeats and record them prior to filing apportionment claims. This procedure should be analyzed and revised by February 1, 1981.
EE. Master Plan	Hal Garner	Covered in "B" above
FF. Board-Administrative Roles	Hal Garner	There has been some discussion of this as a retreat topic but specific plans are pending
GG. Catalog Information Update	Ralph Gelandner	The information updating suggestions can be implemented immediately whenever important catalog content changes.
HH. Compact Agreement with Iowa Colleges	Don Foster, John Sagmoe, Jim Strickland	This project will require most of the 1980-81 school year. An initial meeting has been held on this problem. Dean Foster will contact ICCB for advice on agreements of this type.
II. Course Approvals and Outlines	Don Foster, John Sagmoe, Walt Clevenger and Jim Strickland	This project will be carried out throughout the year and the target date will be October 1, 1981 which will allow all courses to be removed from the new catalog.
JJ. Library Hours	Frank Pintozzi	Relates to previous concerns (See "K" above)
KK. Student Application Form	John Sagmoe and Walt Clevenger	The current application process will be reviewed and alternative models and forms will be developed by mid-term the Fall semester.
LL. Job Placement Expansion	John Sagmoe	An initial meeting will be scheduled for the month of September and this project will take the Fall semester to review and develop recommendations. Careful analysis will have to be given to current practices of the various career programs in terms of placing graduates, and obviously any placement plan should be coordinated with the Dean of Career Education.

AREA OF CONCERN	FOLLOW-UP ASSIGNMENT	ACTION PLAN
MM. Attendance Certification Signatures	Walt Clevenger	This project is technical and will involve a computer program change. This will be completed by Fall mid-term.
NN. Dating of Class Lists	Walt Clevenger	This project was completed in Summer of 1980 mid-term.
OO. Procedures for ICCB Disadvantage Grants	John Sagmoe and Bob Edison	The Business Manager is currently receiving copies of the grant, and the Dean of Student Services' secretary has set up a procedure to review with the Business Office secretary a more systematic process of reviewing expenditures. In late July, a review was made of all expenditures on last year's grant and this same procedure will be accomplished on a regular basis during the fall and spring semesters.
PP. Building Utilization Committee Role	Ralph Gelandner	President Garner has already formalized the role of the committee and it has begun meeting on a regular basis.
QQ. Building Utilization Committee Remodeling Proposals	Ralph Gelandner	President Garner has already directed the committee to include renovation in its deliberations and the committee has begun to do so.
RR. CBers II Program	Bob Edison	The Grants Office procured in early October 1979 information about an energy audit workshop sponsored by the Ill. Institute of Natural Resources. On November 29, 1979, Dr. Pintozzi and Norm Welch attended this workshop in Galesburg. After the workshop, they worked on the preparation of the first cycle school energy audit application. The completed energy audit was then submitted to Contract Research Corp. in December 1979. To enter the second cycle, Contract Research analyzes the audit and sends the computerized results to the college. At the time SVC is eligible to apply for technical assistance. This is planned for 1980-81.
SS. Federal Grants for Energy Audit	Frank Pintozzi	See response to item "RR."

Agenda Item G-4

INSTITUTIONAL GOALS

1980-81

In the last 4 to 5 weeks, a special effort has been made to define a focus for our extra efforts this next year. Above and beyond our basic commitment to the respective tasks of instruction, administering, and serving the educational needs of students, we have developed these 15 goals for our special attention this 1980-81 year.

These goals have been forged from the input and insights of faculty, administrators, board members, and classified staff. While not perfect, we feel they provide a direction and channel for our efforts for the year ahead.

1. Initiate a comprehensive long-range planning effort including curriculum, community need, financial resources, building utilization, and staffing.
2. Conduct an in-depth analysis of administrative functions and structure. Review all positions with special attention to admissions, marketing, grant generation, and instructional unit organization.
3. Follow-up concerns raised by the North Central and Illinois Community College Board visits and evaluations.
4. Develop a comprehensive marketing and public relations program.
5. Clarify and improve administrative/board roles and streamline communications between the two.
6. Create greater team effort with more open communications between all segments of our staff (faculty, administration, and classified).
7. Develop means for increasing the average class size for greater cost effectiveness and service to students.
8. Improve the academic advisement program.
9. Enhance the role and function of college committees.
10. Remodel several classrooms to improve the teaching environment.
11. Develop a consistent, fair, and effective system of administrative evaluation.
12. Analyze all non-instructional personnel classifications, employment conditions, salaries and benefits.
13. Develop a means for more uniform administration of the faculty contract.
14. Create a handbook of administrative procedures.
15. Develop a master annual schedule of class offerings.

Board Meeting of
September 22, 1980

Agenda Item D-6

ACCEPTANCE OF DONATIONS

We are pleased to report the following donations to our college:

300 lbs. of aluminum - Fosco Fabricators, Dixon.
To be used in our welding program.

$\frac{1}{4}$ " sheet steel and cast iron - Lone Star Industries,
Dixon. To be used in our welding program.

A complete Cummins diesel engine --Lone Star Industries,
Dixon. To be used in our diesel mechanics program.

Recommendation

That these donations be accepted and appropriate expressions of gratitude be sent to the donors.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE September 10, 1980

MORANDUM

Dr. Garner

TO: Jim Strickland 

Industrial Donations

During this week, we have received two donations from Lone Star Industries of Dixon, IL.

The first is a complete Cummins Diesel Engine for our Automotive program.

The second is a donation of 1/4" Sheet Steel and Cast Iron for our Welding program.

We appreciate these donations, and ask that you recommend acceptance by the Board of Trustees, at their next regular meeting.

A letter of appreciation should be directed to Mr. Robert Schaake, Lone Star Industries, East River Road, Dixon.

lm

cc: Robert Logemann
Chuck Frieders

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE September 15, 1980

MEMORANDUM

Dr. Garner

M: Jim Strickland 

Donation for Welding Department

We have received a donation of approximately 300 pounds of aluminum from Fosco Fabricators of Dixon, IL.

Would you please ask the Board of Trustees to accept this donation and to authorize a letter of appreciation to Mr. Jerry Shavers.

We are very appreciative of the donations to all of the programs.

lm

Address:
Fosco Fabricators, Inc
Green River Industrial Park
Dixon, IL 61021

(Jerry Shavers)

RECEIVED SEP 16 1980

Agenda Item G-4

INSTITUTIONAL GOALS

1980-81

In the last 4 to 5 weeks, a special effort has been made to define a focus for our extra efforts this next year. Above and beyond our basic commitment to the respective tasks of instruction, administering, and serving the educational needs of students, we have developed these 15 goals for our special attention this 1980-81 year.

These goals have been forged from the input and insights of faculty, administrators, board members, and classified staff. While not perfect, we feel they provide a direction and channel for our efforts for the year ahead.

1. Initiate a comprehensive long-range planning effort including curriculum, community need, financial resources, building utilization, and staffing.
2. Conduct an in-depth analysis of administrative functions and structure. Review all positions with special attention to admissions, marketing, grant generation, and instructional unit organization.
3. Follow-up concerns raised by the North Central and Illinois Community College Board visits and evaluations.
4. Develop a comprehensive marketing and public relations program.
5. Clarify and improve administrative/board roles and streamline communications between the two.
6. Create greater team effort with more open communications between all segments of our staff (faculty, administration, and classified).
7. Develop means for increasing the average class size for greater cost effectiveness and service to students.
8. Improve the academic advisement program.
9. Enhance the role and function of college committees.
10. Remodel several classrooms to improve the teaching environment.
11. Develop a consistent, fair, and effective system of administrative evaluation.
12. Analyze all non-instructional personnel classifications, employment conditions, salaries and benefits.
13. Develop a means for more uniform administration of the faculty contract.
14. Create a handbook of administrative procedures.
15. Develop a master annual schedule of class offerings.

Board Meeting of
September 22, 1980

Agenda Item G-3

ACTION PLAN FOR FOLLOW-UP
OF
NORTH CENTRAL AND ICCB CONCERNS

The periodic evaluation visits by teams from North Central Accreditation Association and The Illinois Community College Board were completed this past year. Each visit was followed with a written report outlining strengths and concerns related to SVC.

As a part of our commitment to further growth and improvement, we have developed a specific plan for follow-up on the concerns raised. Attached is the "Action Plan For Follow-up" which has been created.

ACTION PLAN FOR FOLLOW-UP OF NORTH CENTRAL AND ILLINOIS COMMUNITY COLLEGE BOARD CONCERNS AND RECOMMENDATIONS

AREA OF CONCERN

FOLLOW-UP ASSIGNMENT

ACTION PLAN

NORTH CENTRAL:

A. Administrative Structure Review	Hal Garner	Administrative study and analysis (October - December, 1980) Outside consultation (January, 1981) Presentation and review of results (February - March, 1981)
B. Long Range Planning	Hal Garner	Reconstitute the Long Range Planning Committee this fall. Conduct a comprehensive study with sub-committees in key subject areas e.g. curriculum and program, building, financial resources, etc. (intensive effort in winter and spring with a report by May 15, 1981.)
C. Classroom Design.	Ralph Gelandner and the Building Utilization Committee	The Building Utilization Committee has already begun addressing this issue in selected areas of the building. December 1, 1980 is the deadline for a complete audit. At that time, armed with a better knowledge of the amount of construction work necessary a deadline for the completion of renovations will be established.
D. Faculty Promotion System	No assignment at this time	This was discussed in many faculty groups on August 22 but a faculty-oriented action plan has not evolved to date.
E. Small Class Size (Occupational Areas)	Jim Strickland	By November 15, 1980 an analysis will be completed of all small-enrollment classes existing over the past two-year period...to initially develop a rationale for small-enrollment classes, an administrative procedure of setting a minimum class size has been established for Fall, 1980.... "To allow an enrollment of less than 10 students, a rationale is to be written."
F. Small Number of Degree Graduates	Jim Strickland, John Sagmoe and Don Foster	During this academic year (1980-81) an instrument will be developed to follow up on last semester's graduates. An analysis will be made, over the year, on all graduates and their placement. A follow-up study will be completed by February 15, 1981.
G. Development of Electronics Program	Jim Strickland	By March, 1981, the Industrial-Technical Department will analyze the curriculum needs of the Electronics Program and prepare a recommendation for staffing...for administrative review.
H. Additional Space for Technical Programs	Ralph Gelandner and the Building Utilization Committee	This concern is also under study by the Building Utilization Committee, moreover, the Board of Trustees last year approved the concept of remodeling portions of the Holding Pond building to house the construction technology program. This committee would like to broaden its space review program beyond housing for a single program and for this reason is expected to take a year to develop and implement.

AREA OF CONCERN	FOLLOW-UP ASSIGNMENT	ACTION PLAN
I. On-site Industrial Instruction	Hal Garner and Jim Strickland	This is dependent on revised or additional staffing assignments. Relate to administrative structure review (See "A" above)
J. Administrative Function	Hal Garner	Relate to administrative structure review ("A" above)
K. Library Services	Dr. Pintozzi	Already corrected by action at the June 9, 1980 Board meeting.
L. Academic Advising	John Sagmoe	This will take all year to develop and implement. We have known for some time that our advisement system needs attention. An initial meeting of Don Foster, Jim Strickland, John Sagmoe and Mike Seguin has been scheduled to discuss the nature of this problem and to work out a long-term plan of action. It is recognized that a permanent solution to this problem will have to involve the individual academic departments as well as individual faculty members.
M. Business Office Public Relations	Bob Edison	Preliminary review has already been conducted. The basis for this concern has been hard to document. However, insofar as all offices and staff can benefit, a human relations workshop will be sponsored by the Student Services staff this fall as an inservice exercise.
N. Computer Use	W. Clevenger	Document standards have been established, although compliance with these standards should be completed by January 15, 1981. On-line password control policies have been established and should be implemented when our new system becomes operational no later than October 15, 1980. Coordination procedures will be studied by consulting with the auditors and adapting their concerns to SVC's structure.
O. Long-range Financing	Hal Garner, Bob Edison and the Long Range Planning Committee	Will be an integral part of Long-range Planning (see "B" above)
P. Building Modifications	Ralph Gelandner and the Building Utilization Committee	Relates to previous concerns (see "C" above)
Q. Administrative Structure Admissions and Records	Hal Garner	Relates to previous concerns (see "A" above)
R. Small Class Size-Financial Implications	Hal Garner and the Deans	Will be reviewed in November and December after related study is completed - See "E" above. Dean Foster has also started work on this - this is scheduled for completion by February 1st

AREA OF CONCERN	FOLLOW-UP ASSIGNMENT	ACTION PLAN
ILLINOIS COMMUNITY COLLEGE BOARD		
AA. Administrative Structure Review	Hal Garner	Relates to previous concern (See "A" above)
BB. Financial Aid Office Move	John Sagmoe	This recommendation implemented in Spring of 1980
CC. Residency Policy Review	Walt Clevenger and Jim Barber	Jim Barber will consult with ICCB concerning the ways in which we can develop a solution to the recommendation on this policy. This project is scheduled for completion by October 15, 1980.
DD. Policy on-Repeating-Courses-for State Approval	Don Foster, Jim Strickland, Walt Clevenger, John Sagmoe	The present repeat policy will be studied and compared with the regulations as specified in the <u>ICCB Redbook</u> . Also, a procedure will be worked out to identify repeats and record them prior to filing apportionment claims. This procedure should be analyzed and revised by February 1, 1981.
EE. Master Plan	Hal Garner	Covered in "B" above
FF. Board-Administrative Roles	Hal Garner	There has been some discussion of this as a retreat topic but specific plans are pending
GG. Catalog Information Update	Ralph Gelandner	The information updating suggestions can be implemented immediately whenever important catalog content changes.
HH. Compact Agreement with Iowa Colleges	Don Foster, John Sagmoe, Jim Strickland	This project will require most of the 1980-81 school year. An initial meeting has been held on this problem. Dean Foster will contact ICCB for advice on agreements of this type.
II. Course Approvals and Outlines	Don Foster, John Sagmoe, Walt Clevenger and Jim Strickland	This project will be carried out throughout the year and the target date will be October 1, 1981 which will allow all courses to be removed from the new catalog.
JJ. Library Hours	Frank Pintozi	Relates to previous concerns (See "K" above)
KK. Student Application Form	John Sagmoe and Walt Clevenger	The current application process will be reviewed and alternative models and forms will be developed by mid-term the Fall semester.
LL. Job Placement Expansion	John Sagmoe	An initial meeting will be scheduled for the month of September and this project will take the Fall semester to review and develop recommendations. Careful analysis will have to be given to current practices of the various career programs in terms of placing graduates, and obviously any placement plan should be coordinated with the Dean of Career Education.

AREA OF CONCERN	FOLLOW-UP ASSIGNMENT	ACTION PLAN
MM. Attendance Certification Signatures	Walt Clevenger	This project is technical and will involve a computer program change. This will be completed by Fall mid-term.
NN. Dating of Class Lists	Walt Clevenger	This project was completed in Summer of 1980 mid-term.
OO. Procedures for ICCB Disadvantage Grants	John Sagmoe and Bob Edison	The Business Manager is currently receiving copies of the grant, and the Dean of Student Services' secretary has set up a procedure to review with the Business Office secretary a more systematic process of reviewing expenditures. In late July, a review was made of all expenditures on last year's grant and this same procedure will be accomplished on a regular basis during the fall and spring semesters.
PP. Building Utilization Committee Role	Ralph Gelandner	President Garner has already formalized the role of the committee and it has begun meeting on a regular basis.
QQ. Building Utilization Committee Remodeling Proposals	Ralph Gelandner	President Garner has already directed the committee to include renovation in its deliberations and the committee has begun to do so.
RR. CBers II Program	Bob Edison	The Grants Office procured in early October 1979 information about an energy audit workshop sponsored by the Ill. Institute of Natural Resources. On November 29, 1979, Dr. Pintozzi and Norm Welch attended this workshop in Galesburg. After the workshop, they worked on the preparation of the first cycle school energy audit application. The completed energy audit was then submitted to Contract Research Corp. in December 1979. To enter the second cycle, Contract Research analyzes the audit and sends the computerized results to the college. At this time SVC is eligible to apply for technical assistance. This is planned for 1980-81.
SS. Federal Grants for Energy Audit	Frank Pintozzi	See response to item "RR."

For Board Meeting of
September 22, 1980

PERSONAL GOALS-1980-81

- - Hal Garner

In addition to the 15 institutional goals published separately, I submit the following as areas for my personal concentration of effort this year:

1. A special concentration on community contacts: clubs, organizations, agencies and key individuals.
2. Special analysis of class schedules and offerings with the aim of increasing class size and reducing cost.
3. Develop an effective internal administrative team with some realignment of relationships and working procedures.
4. Special attention to internal committees, advisory committees and college foundation to enhance their purpose and effectiveness.
5. Personally mix with staff on informal and formal occasions to reinforce their sense of worth and value.
6. Provide for consistency and courtesy on every personnel level possible for students and staff.

TO: Sauk Valley College
Board of Trustees

DATE: September 16, 1980

FROM: Dr. Hal Garner

RE: Informational Items

These items are enclosed for your information. They should be self-explanatory but if you have any questions, please feel free to ask me.

1. Academic Intentions Study

This was the second year for this type of research study. It provides helpful information on the intentions of students. The feedback on scheduling of classes will be especially helpful.

See page 12 for the conclusions and pages 18-43 for individual comments.

2. Foundation Minutes

Minutes of the May 20 meeting are enclosed. The Foundation held its first meeting this fall on September 16. Minutes of that meeting will be forthcoming.

3. Summary of Orientation Day Discussions

dlg

TREASURER'S REPORT

August 31, 1980

EDUCATIONAL FUND

Balance on Hand July 31, 1980 \$ 219,411.53

Receipts:

Taxes	162,363.58	
Charge-Back Revenue	629.44	
Fall State Apportionment	325,291.05	
Spring State Apportionment	61,642.33	
ABE/GED	630.48	
Federal Work Study	24,963.21	
Summer Tuition	66,630.55	
Fall Tuition	25,000.00	
Transcript Fees	128.00	
Rental Income-Auxiliary	10,250.00	
Rental Income-Unit 5	3,375.00	
Other Revenue	544.10	
Expenditure Credits	1,962.43	
Loan from Working Cash	579,439.55	<u>1,262,849.72</u>

Total Available \$1,482,261.25

Disbursements:

Expenses for August	230,429.24	
Investments	<u>1,100,000.00</u>	<u>1,330,429.24</u>

Balance on Hand August 31, 1980 \$ 151,832.01

BUILDING FUND

Balance on Hand July 31, 1980 \$ 34,884.73

Receipts:-

Taxes	40,593.32	
Interest on Investments	933.73	
Misc. Revenue	138.00	
Expenditure Credits	<u>6.85</u>	<u>41,671.90</u>

Total Available \$ 76,556.63

Disbursements:

Expenses for August	13,382.34	
Investments	<u>933.73</u>	<u>14,316.07</u>

Balance on Hand August 31, 1980 \$ 62,240.56

SITE AND CONSTRUCTION FUND - Dixon National

Balance on Hand July 31, 1980 \$ 9,699.63

Receipts:
Interest on Investments 4,800.25

Total Available \$ 14,499.88

Disbursements:
Expenses for August 5,345.00

Balance on Hand August 31, 1980 \$ 9,154.88

SITE AND CONSTRUCTION FUND - Harris Trust

Balance on Hand July 31, 1980 \$ 6,811.09

Receipts: -0-

Disbursements: -0-

Balance on Hand August 31, 1980 \$ 6,811.09

BOND AND INTEREST FUND #1

Balance on Hand July 31, 1980 \$ 24,474.88

Receipts:
Taxes 51,820.91
Interest on Investments 225.00 52,045.91

Total Available \$ 76,520.79

Disbursements:
Investments 73,000.00

Balance on Hand August 31, 1980 \$ 3,520.79

BOND AND INTEREST FUND #4

Balance on Hand July 31, 1980 25,889.10

Receipts:
Taxes 57,774.26

Total Available \$83,663.36

Disbursements:
Investments 80,000.00

Balance on Hand August 31, 1980 \$ 3,663.36

WORKING CASH FUND

Balance on Hand July 31, 1980 \$16,282.80

Receipts:

Investments	558,446.17	
Interest on Investments	<u>20,993.38</u>	<u>579,439.55</u>

Total Available \$595,722.35

Disbursements:

Loan to Educational Fund	<u>579,439.55</u>
--------------------------	-------------------

Balance on Hand August 31, 1980 \$ 16,282.80

INSURANCE FUND

Balance on Hand July 31, 1980 \$14,721.98

Receipts:

Taxes	<u>10,823.38</u>
-------	------------------

Total Available \$25,545.36

Disbursements:

-0-

Balance on Hand August 31, 1980 \$25,545.36

* * * * *

FUNDS INVESTED

Purchase Agreements - Open	Educational		\$1,450,000.00
Certificate of Deposit	Building	2-20-81	68,588.78
Certificate of Deposit	S & C	10-26-80	101,000.00
Certificate of Deposit	S & C	11-15-80	122,077.72
Time-Open Deposit	S & C	11-28-80	100,000.00
Certificate of Deposit	S & CC	8-25-80	101,000.00
Certificate of Deposit	S & C	10-11-80	200,000.00
Time-Open Deposit	S & C	11-28-80	100,000.00
Certificate of Deposit	S & C	2-9-81	200,000.00
Certificate of Deposit	B & I #1	11-17-80	207,329.10
Time-Open Deposit	B & I #1		92,063.31
Certificate of Deposit	B & I #1		45,000.00
Time-Open Deposit	B & I #4		<u>80,000.00</u>
	Total Invested		\$2,867,058.91

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 8/31/80

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

ASSETS:

Cash in Bank.....	\$.22
Notes Receivable.....	2,742.00
	<u>\$2,742.22</u>

LIABILITIES & NET WORTH:

Fund Equity.....	\$2,733.92
Net Profit.....	8.30
	<u>\$2,742.22</u>

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

INCOME:

Interest Income.....	\$ 8.30
----------------------	---------

<u>EXPENSES:</u>	NONE
------------------------	------

NET PROFIT:.....	<u>\$ 8.30</u>
------------------	----------------

SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Period Ending August 31, 1980

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

Cash on Hand.....	\$ 18,846.49	
Workstudy Awards Receivable from Fed. Gov. 1980-81..	61,222.00	
Workstudy Awards Capital 1980-81.....		\$132,421.00
Workstudy Awards Paid 1980-81.....	34,438.23	
E.O.G. Funds Receivable from Fed. Gov. 1980-81.....	65,807.00	
Initial E.O.G. Awards Capital 1980-81.....		37,848.00
Initial E.O.G. Awards Paid 1980-81.....	-0-	
Renewal E.O.G. Awards Capital 1980-81.....		27,959.00
Renewal E.O.G. Awards Paid 1980-81.....	-0-	
Basic E.O.G. Awards Rec. from Fed. Gov. 1980-81.....	109,	
Basic E.O.G. Awards Capital 1980-81.....		109,870.00
Basic E.O.G. Awards Paid 1980-81.....	-0-	
Inactive Federal Grants.....	17,914.28	
	<u>\$308,098.00</u>	<u>\$308,098.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 8-31-80

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

ASSETS:

Cash in Bank	\$ 61,106.05
Petty Cash	500.00
Investments	63,203.30
Accounts Receivable - Educational Fund	12.60
Inventory .6-30-80	73,339.62
	<u>\$198,161.57</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund	\$ 3,650.00
Fund Equity	\$214,755.92
Net Loss	<u>(20,244.35)</u>
	<u>194,511.57</u>
	<u>\$198,161.57</u>

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

INCOME:

Textbook Sales	\$ 60,479.40	
Supply Sales	3,532.84	
Miscellaneous Sales	857.22	
Paperback Sales	396.80	
Used Book Sales	4,476.21	
Sales Tax Collected	3,849.88	
Other Income	10.00	
Investment Income	<u>294.43</u>	\$ 73,896.78

EXPENSES:

Textbook Purchases	\$ 79,705.86	
Supply Purchases	5,904.84	
Miscellaneous Purchases	2,698.85	
Paperback Purchases	800.97	
Used Book Purchases	356.37	
Sales Tax Paid	291.12	
Salaries & Wages	2,412.00	
Transportation Charges	1,674.66	
Supply Expense	70.22	
Equipment	-0-	
Travel	60.00	
Telephone	16.35	
Dues & Subscriptions	15.00	
Other Expense	94.00	
Over & Under	40.89	
Bad Debts	<u>-0-</u>	\$ 94,141.13

NET LOSS on a cash basis without regard to inventory or
accounts payable \$(20,244.35)

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

AUGUST 31, 1980

<u>ASSETS</u>		<u>REVOLVING AGENCY FUND LIABILITIES</u>	<u>AMOUNT</u>
Cash in Bank	\$177,898.86	Due Educational Fund	\$ 1,027.23
		Due Building Fund	438.40
Accts. Rec.	275,003.90	Due Student Loan Fund	401.84
		Due Bookstore	255.15
		Out of District Fees	1,833.27
		Student Tuition	425,230.00
		Tuition Refunds	<u>(4,800.00)</u>
			\$424,385.89

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$ (130.19)
Parking	1,359.12
Recreation Room Fund	5,418.63
Student Locker Fund	286.60
Land Lab	2,227.55
Community Services	7,724.85
EMTA Grant	(1,657.72)
Photography Supplies	1,254.64
Highway Emer. Rescue Tech.	(11,225.45)
LPN Supplies	5,447.76
Book Transactions	3.00
Law Enforcement Grant	352.00
1979-80 Nursing Capitation	(1,525.41)
1979-80 Disadv. Grant	(913.03)
1980-81 Disadv. Grant	(2,896.53)
CETA Public Services	(210.80)
Ill. Humanities Grant	(1.21)
Miscellaneous Account	44.65
Student Clubs	592.89
Adult Learning Book Charges	80.00
Community Theatre	596.24
College Van	2,113.41
Horticulture/Greenhouse	413.60
Library Fund	18.90
Vocational Information Prog.	<u>5,000.00</u>

TOTAL EXPENSE \$ 14,373.50

FUND EQUITY

July 1, 1980	\$ 9,044.12	
Excess of Revenue over Expenditures as of Aug. 31, 1980	<u>5,099.25</u>	<u>\$ 14,143.37</u>

TOTAL ASSETS \$452,902.76 TOTAL LIABILITIES & FUND EQUITY \$452,902.76

RESTRICTED PURPOSE FUND

AUGUST 31, 1980

Balance on Hand - July 31, 1980	\$ 55,924.42
August Receipts	263,958.18
Cash Over - August 12, 1980	.50
Cash Under - August 14, 1980	(.50)
Cash Over - August 19, 1980	1.00
Cash Under - August 21, 1980	(.25)
Cash Over - August 26, 1980	20.00
TOTAL FUNDS AVAILABLE DURING AUGUST 1980	\$319,903.35
Cash Disbursements for August	\$142,004.49
Balance on Hand - August 31, 1980	\$177,898.86

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITIES

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Comprehensive Fee Income	\$ 6,138.45
Athletic Income	-0-
Drama Income	-0-
Student Activity Income	124.50
Student Newspaper Income	88.50
Film Income	-0-
Cash Over & Under	14.75
Other Income - Student Activity Fund Only	5.16
TOTAL INCOME	\$ 6,371.36

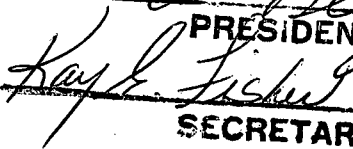
	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$18,085.00	\$ 81.25
Cheerleaders & Pon Pom Squad	370.00	
Speech Activity & Readers Theatre	3,500.00	7.18
Drama Expense	2,400.00	
Music Expense	2,500.00	30.79
Student Activity Expense	9,150.00	924.41
Student Newspaper Expense	3,000.00	
Associated Student Board	1,890.00	228.48
Musical	-0-	
Women's Intercollegiate Act.	11,421.00	
Intramurals-Coed	300.00	
SVC Clubs	1,500.00	
Film Commission	1,000.00	
Art Exhibitions	270.00	
Contingency Expense/Equipment	-0-	
Contingencies/Non-Budgeted	720.00	
	<u>\$56,106.00</u>	
TOTAL EXPENSE		\$ 1,272.11
Excess of Revenue Over Expenditures as of Aug. 31, 1980		<u>\$ 5,099.25</u>

SAUK VALLEY COLLEGE

APPROVED BY



PRESIDENT



SECRETARY

DATE 9-22-80

BILLS PAYABLESeptember 22, 1980EDUCATIONAL FUND

SVC PAYROLL FUND	8-31-80 Payroll	6417	\$ 57,996.41
2-000-565 WENTSEL WILKINS LOWE & WHEELER	Ins. premiums	6418	2,275.00
0-800-514-04 ILLINOIS VALLEY COMM. HOSPITAL	Rad. Tech. Clinical	6419	62.50
2-000-521 PRUDENTIAL INS. CO.	Sept. premium	6420	8,886.16
	(See Oct. bills list)	6421	
SVC PAYROLL FUND	9-15-80 Payroll	6422	106,623.96
			\$ 175,844.03

100,543.00 ABA BANKING JOURNAL	SUBSCR	6,423	22.00
813,543.00 THE AMBOY NEWS	SUPPLIES 4.40		
000,547.00 X X X	PUB RELA 66.00	6,424	70.40
000,543.00 AMERICAN NUCLEAR PRODUCTS	SUPPLIES	6,425	8.47
712,543.00 AMERICAN NURSES ASSN	SUPPLIES	6,426	40.00
000,547.00 THE ASHTON GAZETTE	SUBSCR	6,427	56.00
000,545.00 BAKER & TAYLOR CO	BOOKS	6,428	325.79
000,545.00 BAKER & TAYLOR CO	BOOKS	6,429	1,961.30
100,500.00 GLENN BAILEY	TRAVEL 75.00		
800,544.00 X X	REIMB TUITION 151.25	6,430	226.25
000,500.00 FLORENCE BERTSCH	TRAVEL	6,431	20.74
000,545.00 BETTER HOMES & GARDENS	SUBSCR	6,432	26.00
300,543.00 BOGOTT INDUSTRIAL SUPPLY	SUPPLIES 282.81		
000,543.00 X X X	2.80	6,433	285.61
000,543.00 BOREAL LABORATORIES	SUPPLIES	6,434	20.16
412,543.00 BUREAU OF NATL AFFAIRS	SUPPLIES	6,435	243.00
813,550.00 WILLIAM BYAR	TRAVEL	6,436	45.79
000,543.00 CADILLAC PLASTIC	SUPPLIES	6,437	96.00
711,543.00 CALBIOCHEM BEHRING CORP	SUPPLIES	6,438	647.42
000,543.00 CAROLINA BIOLOGICAL SUPPLY	SUPPLIES	6,439	49.90
000,547.00 CARROLL CO REVIEW	PUB RELA	6,440	100.00
000,575.00 CENTRAL TELEPHONE CO	SERVICE	6,441	1,724.69
000,544.01 CHICAGO SUN TIMES	SUBSCR	6,442	82.50
000,544.01 CHICAGO TRIBUNE	SUBSCR	6,443	60.00
813,543.00 COAST TO COAST STORE	SUPPLIES	6,444	19.90
000,573.00 COMMONWEALTH EDISON	SERVICE	6,445	9,483.36
712,543.00 COMMUNITY GENERAL HOSPITAL	SUPPLIES	6,446	72.60
000,541.00 COMPUTERWORLD	SUBSCR	6,447	30.00
000,547.00 THE COUNTRY LIFE	PUB RELA	6,448	70.00
000,541.00 THE DAILY GAZETTE	ADS 40.50		
000,547.00 X X	180.00	6,449	220.50
000,543.00 S D DANKO INC	SUPPLIES	6,450	32.83
000,544.01 DEMCO	SUPPLIES	6,451	131.72
1,100,530.00 A B DICK	SERVICE 477.00		
000,542.00 X X	SUPPLIES 114.50	6,452	591.50

4500.550.00	ROSS DILL	TRAVEL	6,453	471.28
4000.547.00	DIXON EVENING TELEGRAPH	PUB RELA	6,454	240.00
4300.543.00	DIXON GARAGE SUPPLY	SUPPLIES	6,455	29.10
4000.593.00	COLLEGE OF DUPAGE	TUITION	6,456	511.80
4000.550.00	ROBERT EDISON	TRAVEL 112.76		
4899.544.00	X X	REIMB 3 HRS 82.25	6,457	195.01
4715.543.00	EXECUTIVE ENTERPRISES PUBL	SUPPLIES	6,458	48.00
	RAY FRANKS PUBL RANCH	SUPPLIES	6,459	12.50
4300.550.00	CHARLES FRIEDERS	TRAVEL	6,460	402.90
4000.543.00	FISHER SCIENTIFIC	SUPPLIES	6,461	12.00
4000.547.00	FLACH OUTDOOR ADVERTISING	SIGN RENTAL	6,462	152.50
4811.550.01	DONALD FOSTER	TRAVEL	6,463	19.21
4000.547.00	FULTON PRESS INC	PUB RELA	6,464	92.00
4000.550.00	HAL GARNER	TRAVEL 74.52		
4000.559.00	X X	EXPENSES 300.00	6,465	374.52
4711.543.00	GINDERS HOSPITAL SUPPLY	SUPPLIES	6,466	69.84
4000.543.00	GRASKA BIOLOGICAL SUPPLIES	SUPPLIES	6,467	519.10
4000.545.00	GROLIER EDUCATIONAL CORP	CASSETTES	6,468	261.00
4000.544.00	MAX GUINNUP	REIMB 1 HR	6,469	43.00
4712.550.00	CAROL HAIN	TRAVEL	6,470	399.50
4815.543.00	HARCOURT BRACE JOVANOVIH	SUPPLIES	6,471	162.01
4000.543.00	HARVARD APPARATUS	SUPPLIES	6,472	49.48
4000.542.00	HASKELLS	SUPPLIES 767.56		
4000.530.00	X X	SERVICE 51.71		
4000.556.00	X X	10.62	6,473	829.89
4100.543.00	HELDREF PUBLICATIONS	SUPPLIES	6,474	36.00
4000.544.01	HIGHSMITH CO INC	SUPPLIES 180.41		
4000.544.02	X X	76.39	6,475	256.80
4815.543.00	HOUGHTON MIFFLIN CO	SUPPLIES	6,476	4.43
4000.562.00	I B M	EQUIP RENTAL	6,477	241.50
4000.530.02	I B M	SERVICE 142.91		
4000.539.00	X	214.09	6,478	357.00
4000.541.00	IACRAO	MEMBERSHIP	6,479	25.00
4000.575.00	ILL BELL TELEPHONE	SERVICE	6,480	163.00
4812.541.01	ILL VOCATIONAL ASSN	MEMBERSHIP	6,481	35.00
4815.543.00	JAMESTOWN PUBLISHERS	SUPPLIES	6,482	86.81
4000.544.00	ROSEMARY JOHNSON	REIMB 3 HRS	6,483	92.50
4813.543.00	K MART	SUPPLIES	6,484	23.60
4716.550.00	ANNE KELLER	TRAVEL	6,485	62.90
4712.550.00	JANET KIME	TRAVEL	6,486	7.48
4000.541.00	LANDMARK PUBLISHING	SUPPLIES	6,487	9.95
4000.547.00	THE LEADER GROUP	PUB RELA	6,488	43.60
4713.543.00	LITTLE BROWN & CO	SUPPLIES	6,489	6.95
4815.543.00	LONGMAN INC	SUPPLIES	6,490	48.79
4000.549.00	MCCASLINS BAKERY	LPN GRAD-98.75		
4000.549.00	X X	BOARD MEETINGS-6.52	6,491	105.27
4815.543.00	MCGRAW HILL BOOK CO	SUPPLIES	6,492	107.76
4711.530.00	LUKAS MICROSCOPE SERV	SERVICE	6,493	329.20
4000.541.00	MARKET SCOP DATA PRODUCTS	SUPPLIES	6,494	76.33
4000.544.00	ROBERT MATTER	REIMB 3 HRS	6,495	83.25
4712.543.00	MEANS SERVICES	SUPPLIES 75.50		
4713.543.00	X X	75.50	6,496	151.00
4100.543.00	MIDWEST VISUAL EQUIP CO	SUPPLIES		
			6,497	32.26
4000.550.00	JANET MYHRE	TRAVEL	6,498	38.62
4000.562.00	NCR CORPORATION	EQUIP RENTAL	6,499	2602.50

5,000,541.00	NATL COMPUTER SYSTEMS	SUPPLIES	6,500	190.00
3,000,543.00	NASCO	SUPPLIES	6,501	48.16
2,711,543.00	NATL ACCREDITING AGCY FOR CLIN LAB SCI	SUPPLIES	6,502	25.00
8,000,541.00	NATL COMPUTER SYSTEMS	SUPPLIES 41.04		
2,000,530.00	X X X	MAINT.-125.00	6,503	166.04
2,000,541.00	NATL DATA PRODUCTS	SUPPLIES	6,504	109.85
0,000,545.00	NATL URBAN LEAGUE	BOOK	6,505	12.50
2,711,550.00	HAROLD NELSON	TRAVEL 73.78		
2,000,544.00	X X	REIMB 5 HRS 250.00	6,506	323.78
2,000,542.00	NORTHLAND PAPER CO	SUPPLIES	6,507	313.60
2,000,544.00	CHARLES OSTER	REIMB 3 HRS	6,508	87.37
2,000,544.00	CHARLES PATERSON	REIMB 6 HRS	6,509	190.05
2,511,543.00	POLYFORM PRODUCTS	SUPPLIES	6,510	66.54
2,418,543.00	PORTERS CAMERA STORE	SUPPLIES	6,511	245.04
3,000,541.00	THE PRINT SHOP	SUPPLIES	6,512	45.50
3,000,547.00	PROPHETSTOWN ECHO	PUB RELA	6,513	46.80
2,000,544.00	KAREN PINTER	REIMB 3 HRS	6,514	72.00
2,000,554.00	QUAD CITY TIMES	ADS	6,515	86.40
1,100,543.00	REAL ESTATE INVESTING LETTER	SUBSCR-STOKER	6,516	35.00
0,000,547.00	ROCHELLE NEWSPAPERS	PUB RELA	6,517	93.20
0,000,556.00	ROCK RIVER PRINTERS	INVITATIONS	6,518	46.15
0,000,547.00	ROCK VALLEY REVIEW	PUB RELA	6,519	80.00
0,000,541.00	ROCKWELL BARNES CO	SUPPLIES	6,520	623.82
100,543.00	SVC BOOKSTORE	SUPPLIES 36.90		
316,543.00	X X	41.41		
418,543.00	X X	8.00		
500,543.00	X X	2.30		
600,543.00	X X	6.12		
713,543.00	X X	27.74		
800,542.00	X X	7.16		
811,541.01	X X	.92		
813,543.00	X X	31.84		
815,543.00	X X	4.17		
000,544.02	X X	4.40		
000,541.00	X X	38.09		
000,541.00	X X	34.73		
000,541.00	X X	13.68		
000,550.00	SVC RESTRICTED FUND	USE OF VAN	6,521	257.46
100,543.00	SBM EQUIP CO	SUPPLIES 12.70	6,522	53.75
712,543.00	X X	8.71		
713,543.00	X X	8.71		
800,542.00	X X	77.77		
000,541.00	X X	11.48		
000,541.00	X X	36.65		
000,541.00	X X	19.63		
000,541.00	X X	742.29		
000,539.00	X X	35.00		
00,543.00	SARGENT WELCH SCIENTIFIC	SUPPLIES	6,523	952.94
00,544.00	MICHAEL SEGUIN	REIMB 1 HR	6,524	18.62
00,550.00	RONALD SCHILLING	TRAVEL	6,525	24.00
00,556.00	SERVOMATION CORP	ORIENTATION	6,526	50.83
00,547.00	B F SHAW PRINTING	SCHEDULES 4870.00	6,527	337.50
00,544.00	X X	POSTAGE 1463.42	6,528	6,333.42
00,530.00	SHURE BROS INC	REPAIRS	6,529	28.71
00,543.00	SITLERS SUPPLIES	SUPPLIES	6,530	64.94

310,538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	6,531	5,589.20
,000,547.00	SHEFFIELD BULLETIN	PUB RELA	6,532	36.00
,712,543.00	CHARLES B SLACK INC	SUPPLIES	6,533	16.00
,800,542.00	GLENN SPUITE	SUPPLIES	6,534	53.20
,100,543.00	TODAYS SECRETARY	SUBSCR	6,535	13.00
,000,546.00	SERVOMATION CORP	ORIENTATION	6,536	78.75
,000,547.00	TRI COUNTY PRESS	PUB RELA 7020		
,000,554.00	X X	ADS 3.38	6,537	73.58
,000,541.00	UARCO	SUPPLIES	6,538	585.23
,000,541.00	U S GOVT PRINTING OFC	SUPPLIES	6,539	30.00
,300,543.00	UNIV OF WISCONSIN	SUPPLIES	6,540	18.40
,800,544.00	DEBORAH VRHEL	REIMB 7 HRS	6,541	190.05
,800,544.00	GEORGE VRHEL	REIMB 9 HRS	6,542	190.05
,000,547.00	W C C I	PUB RELA	6,543	81.00
,000,547.00	W I X N	PUB RELA	6,544	300.00
,000,547.00	W J V M	PUB RELA	6,545	297.00
,000,547.00	W R H L	PUB RELA	6,546	100.00
,000,547.00	W S D R INC	PUB RELA	6,547	310.00
,000,544.01	WALL STREET JOURNAL	SUBSCR	6,548	63.00
,800,543.00	WARDS NATURAL SCI EST INC	SUPPLIES	6,549	686.00
,000,531.00	WARD WARD MURRAY PACE & JOHNSON	SERVICES	6,550	180.00
,000,547.00	WHITESIDE NEWS SENTINEL	PUB RELA	6,551	80.00
,000,541.00	WRITING SALES	SUPPLIES	6,552	222.18
,316,543.00	MEDIA DESIGN STUDIO-YALE UNIV	SUPPLIES	6,553	40.00
,000,544.03	XEROX CORP	SUPPLIES	6,554	469.50
,000,544.03	XEROX CORP	SUPPLIES	6,555	714.68
	SVC IMPREST FUND	MISC EXPENSES	6,556	566.67
,000,521.00	PRUDENTIAL INS CO	OCT PREMIUM	6,557	8,959.63
,000,530.00	MIDWEST VISUAL EQUIP	ADDTL TO CK #6497	6,558	165.08

57,823.74

Cks. #6417 - 6420, 6422

175,844.03

TOTAL EDUCATIONAL FUND FOR SEPTEMBER

\$233,667.77

SITE AND CONSTRUCTION FUND

10-000-460-01	LEE COUNTY COLLECTOR	Real Estate Taxes	636	\$ 6,873.10
10-000-584-06	FYR FYTER SALES & SERVICE	Repairs	637	1,388.00
10-000-584-02	RATHS RATHS & JOHNSON	Services	638	<u>81.20</u>

TOTAL SITE & CONSTRUCTION FUND FOR SEPTEMBER \$ 8,342.30

INSURANCE FUND

92-000-523	WENTSEL WILKENS LOWE & WHEELER	Workmen's Comp.--16,252.00		
92-000-526	X X X X X	Port. Liab.	1,554.00	7 <u>\$17,806.00</u>

TOTAL INSURANCE FUND FOR SEPTEMBER \$17,806.00

BUILDING FUND

71-000-530	CHUCKS UPHOLSTERY	Repairs	6033	\$ 320.00
------------	-------------------	---------	------	-----------

000,544.00	ACE HARDWARE	SUPPLIES	6,034	43.71
000,530.00	BRANSON ELECTRIC	SERVICE	6,035	2,968.13
000,544.00	CRESCENT ELECTRIC	SUPPLIES	6,036	195.12
000,544.00	DIXON GARAGE SUPPLY	SUPPLIES	6,037	1.58
000,544.00	DIXON PAINT CO	SUPPLIES	6,038	250.08
000,544.00	DIXON SWIMMING POOL SUPP	SUPPLIES	6,039	62.50
000,530.00	ENGINEERED ROOFING CO	REPAIRS	6,040	537.00
000,544.00	FORSTER IMPLEMENT	SUPPLIES	6,041	64.74
000,550.00	GLADYS GUNTLE	TRAVEL	6,042	7.14
000,530.00	I B M	SERVICE	6,043	10.06
000,544.00	LEE F S INC	SUPPLIES	6,044	501.10
000,544.00	LINCOLN RENTALL & SALES	SUPPLIES	6,045	4.78
000,544.00	MCMASTER CARR SUPPLY	SUPPLIES	6,046	20.16
000,530.00	DAVID MAYES	SEWAGE TESTING	6,047	175.00
000,544.00	MORGAN LINEN SERVICE	SUPPLIES	6,048	97.56
000,530.00	MONTGOMERY ELEVATOR CO	SERVICE AGRT	6,049	469.96
000,544.00	P & W SUPPLY CO	SUPPLIES	6,050	84.81
000,544.00	RICKS TIRE & APPLIANCE	SUPPLIES	6,051	5.50
000,550.00	JAMES RILEY	WORKSHOP	6,052	73.40
000,544.00	ROCK RIVER GLASS	REPAIRS	6,053	543.32
000,530.00	ROCK VALLEY DISPOSAL	SERVICE	6,054	27.00
000,544.00	SVC EDUC FUND	SUPPLIES	6,055	59.55
000,544.00	SORENSEN BLDG SERVICES	SUPPLIES	6,056	73.33
000,550.00	BYRON WEIDMAN	TRAVEL	6,057	73.40
000,544.00	WESTERN AUTO STORE	SUPPLIES	6,058	12.34
000,544.00	WOODS	SUPPLIES	6,059	10.96
000,530.00	YOUNGRENS REFRIGERATION	SERVICE	6,060	<u>279.00</u>

TOTAL BUILDING FUND FOR SEPTEMBER

\$6,925.23

MPREST FUND

120-000-544-01	Void check #5158 written July			\$-8.95
110-600-543	Associated Truck Lines	Freightcharges	5207	\$ 23.35
192-000-544	Postmaster	Bus. Reply Acct.	5208	25.00
110-600-543	Lauren Frederick	Supplies	5209	21.96
192-000-544	United Parcel Service	Service	5210	6.30
138-000-541	ACE Publications Sales	Supplies	5211	22.00
110-715-550	Midwest AHPERD	P.E. Conference	5212	30.00
192-000-544	United Parcel Service	Service	5213	6.93
110-813-543	Chronicle of Higher Education	Subscr.	5214	32.50
192-000-544	Postmaster	Bus. Reply Acct.	5215	25.00
191-000-549	Maxilyn Vinson	Supplies	5216	5.95
120-000-545	Ill. College Trustees Assn.	Supplies	5217	8.25
110-815-543	Journal of Developmental & Remedial Educ.	Subscr.	5218	10.00
	VOID CHECK		5219	
110-600-543	Advance Transportation Co.	Freight charges	5220	23.35
138-000-550	Only Holiday Inn	Conf.-Seguin	5221	39.90
138-000-550	Southern Ill. University	Counselors Conf.	5222	8.00
192-000-544	Postmaster	Bulk Mailing Acct.	5223	100.00
110-812-550-01	Dale Smith	Conference Reg.	5224	19.00
176-000-575	Sue Dixon	Phone calls	5225	10.83
192-000-544	United Parcel Service	Service	5226	4.88
182-000-541	Florence Bertsch	Supplies	5227	6.22
138-000-541	Ill. Guidance & Personnel Assn.	Membership	5228	34.00
110-418-543	Natl. Employment Listing Service	Supplies	5229	50.95
196-000-543	G & C Merriam Co.	Supplies	5230	10.25
110-316-543	Natl. Organization of Human Serv. Educators	Membership	5231	20.00
110-316-543	Natl. Employment Listing Service	Supplies	5232	31.00
	Total Disbursements -			566.67
	Educational Fund			

Balance in fund	-	2457.33
Disbursements	-	566.67
Total in fund	-	3024.00

SAUK VALLEY COLLEGE

APPROVED BY

W. J. Beagle

PRESIDENT

Kay L. Fisher

SECRETARY

DATE *9-22-80*

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	5,223.92	5,223.92		5,223.92	109,801.00	104,577.08	104,577.08
DIV OF BUS CONTR SERV	3,832.00	3,832.00	3,355.00	477.00	4,265.00	433.00	433.00
DIV OF BUS SUPPLIES	586.97	586.97	120.98	465.99	3,850.00	3,263.03	3,263.03
DIV OF BUS CONF & MEETINGS	140.25	140.25	65.25	75.00	1,300.00	1,159.75	1,159.75
FOOD SERV CONTR SERV		.00		.00	300.00	300.00	300.00
FOOD SERV SUPPLIES	25.24	25.24	1.15	24.09	1,000.00	974.76	974.76
FOOD SERV CONF & MEETINGS		.00		.00	212.00	212.00	212.00
DIV OF AGRIC SALARIES	855.04	855.04		855.04	20,521.00	19,665.96	19,665.96
DIV OF AGRIC CONTR SERV		.00		.00	100.00	100.00	100.00
DIV OF AGRIC SUPPLIES	154.81	154.81	135.0	19.77	1,280.00	1,125.19	1,125.19
DIV OF AGRIC CONF & MEETINGS		.00		.00	465.00	465.00	465.00
DIV OF INDUS ED SALARIES	6,661.60	6,661.60		6,661.60	132,922.00	126,260.40	126,260.40
DIV OF INDUS ED CONTR SERV	428.93	428.93	428.93	.00	2,250.00	1,821.07	1,821.07
DIV OF INDUS ED SUPPLIES							
	1,648.23	1,648.23	1,743.24	404.99	21,440.00	19,791.77	19,791.77
DIV OF INDUS ED CONF & MEETINGS	402.90	402.90		402.90	3,605.00	3,202.10	3,202.10
COSMETOLOGY CONTR SERV	5,589.20	5,589.20		5,589.20	35,000.00	29,410.80	29,410.80
COSMETOLOGY SUPPLIES		.00		.00	100.00	100.00	100.00
COSMETOLOGY CONF & MEETINGS		.00		.00	50.00	50.00	50.00
HUMAN SERV ADMIN SALARIES	4,645.80	4,645.80	2,787.48	1,858.32	22,300.00	17,654.20	17,654.20
HUMAN SERV CONTR SERV		.00		.00	500.00	500.00	500.00
HUMAN SERV SUPPLIES	351.72	351.72	89.81	261.91	1,300.00	948.28	948.28
HUMAN SERV CONF & MEETINGS		.00		.00	475.00	475.00	475.00
DIV OF SOC SCI SALARIES	4,735.96	4,735.96		4,735.96	106,102.00	101,366.04	101,366.04
DIV OF SOC SCI SUPPLIES	264.34	264.34	152.61	111.73	2,600.00	2,335.66	2,335.66
DIV OF SOC SCI CONF & MEETINGS		.00		.00	1,050.00	1,050.00	1,050.00
CRIMINAL JUS INSTR SALARIES	1,885.30	1,885.30		1,885.30	38,407.00	36,521.70	36,521.70
CRIMINAL JUS CONTR SERV		.00		.00	550.00	550.00	550.00
CRIM JUS SUPPLIES	590.90	590.90	43.01	547.89	2,652.00	2,061.10	2,061.10
CRIM JUS CONF & MEETINGS		.00		.00	1,100.00	1,100.00	1,100.00
LIBRARY TECH SUPPLIES	2.84	2.84	2.84	.00	250.00	247.16	247.16
DIV OF FIRE SCI CONTR SERV		.00		.00	100.00	100.00	100.00
DIV OF FIRE SCI SUPPLIES	58.00	58.00	58.00	.00	875.00	817.00	817.00
DIV OF FIRE SCI CONF & MEETINGS		.00		.00	200.00	200.00	200.00
DIV OF HUMANITIES SALARIES	9,106.29	9,106.29		9,106.29	181,377.00	172,270.71	172,270.71
DIV OF HUMAN. CONTR SERV		.00		.00	500.00	500.00	500.00
DIV OF HUMAN. SUPPLIES	115.39	115.39	59.60	55.79	2,100.00	1,984.61	1,984.61

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF HUMAN CONF & MEETINGS	471.28	471.28		471.28	1,690.00	1,218.72	1,218.72
ART DEPT SALARIES	811.12	811.12		811.12	19,467.00	18,655.88	18,655.88
ART DEPT CONTR SERV		.00		.00	450.00	450.00	450.00
ART DEPT SUPPLIES	83.34	83.34	36.74	46.60	1,650.00	1,566.66	1,566.66
ART DEPT CONF & MEETINGS		.00		.00	110.00	110.00	110.00
MUSIC DEPT SALARIES	1,633.32	1,633.32		1,633.32	39,200.00	37,566.68	37,566.68
MUSIC DEPT CONTR SERV	198.25	198.25	198.25	.00	1,000.00	801.75	801.75
MUSIC DEPT SUPPLIES	8.03	8.03	3.85	4.18	1,300.00	1,291.97	1,291.97
MUSIC DEPT CONF & MEETINGS		.00		.00	270.00	270.00	270.00
DIV OF MATH SCI SALARIES	7,674.89	7,674.89		7,674.89	155,103.00	147,428.11	147,428.11
DIV OF MATH SCI CONTR SERV		.00		.00	3,250.00	3,250.00	3,250.00
DIV OF MATH SCI SUPPLIES	2,914.70	2,914.70	1,234.56	1,680.14	10,050.00	7,135.30	7,135.30
DIV OF MATH SCI CONF & MEETINGS		.00		.00	870.00	870.00	870.00
MED LAB TECH SALARIES	5,239.49	5,239.49	2,771.25	2,468.24	37,068.00	31,828.51	31,828.51
MED LAB TECH CONTR SERV	329.20	329.20		329.20	800.00	470.80	470.80
MED LAB TECH SUPPLIES	2,083.38	2,083.38	998.42	1,084.96	12,155.00	10,071.62	10,071.62
MED LAB TECH CONF & MEETINGS	73.78	73.78		73.78	1,258.00	1,184.22	1,184.22
ADN SALARIES	1,380.70	1,380.70		1,380.70	48,388.00	47,007.30	47,007.30
ADN OFC SALARIES	1,725.80	1,725.80	1,035.48	690.32	8,284.00	6,558.20	6,558.20
ADN CONTR SERV		.00		.00	200.00	200.00	200.00
ADN SUPPLIES	613.58	613.58	69.70	543.88	2,290.00	1,676.42	1,676.42
ADN CONF & MEETINGS	406.98	406.98		406.98	1,695.00	1,288.02	1,288.02
LPN SALARIES	15,457.02	15,457.02	9,732.24	5,724.78	104,862.00	89,404.98	89,404.98
LPN CONTR SERV		.00		.00	275.00	275.00	275.00
LPN SUPPLIES	386.03	386.03	104.68	281.35	3,054.00	2,667.97	2,667.97
LPN CONF & MEETINGS		.00		.00	1,475.00	1,475.00	1,475.00
RAD TECH SALARIES	4,034.29	4,034.29	2,355.00	1,679.29	21,463.00	17,428.71	17,428.71
RAD TECH CONTR SERV		.00		.00	450.00	450.00	450.00
RAD TECH SUPPLIES	109.73	109.73	27.65	82.08	5,875.00	5,765.27	5,765.27
RAD TECH CONF & MEETINGS	657.25	657.25	657.25	.00	2,600.00	1,942.75	1,942.75
DIV OF PHYS ED SALARIES	1,938.45	1,938.45		1,938.45	46,523.00	44,584.55	44,584.55
DIV OF PHYS ED SUPPLIES	18.24	18.24		18.24	2,482.00	2,463.76	2,463.76
DIV OF PHYS ED CONF & MEETINGS	30.00	30.00		30.00	440.00	410.00	410.00
NURSING ASST ADMIN SALARIES	3,467.25	3,467.25	2,022.48	1,444.77	16,180.00	12,712.75	12,712.75
NURSING ASST CONTR SERV	25.00	25.00	25.00	.00	350.00	325.00	325.00
NURSING ASST SUPPLIES	52.56	52.56	41.88	10.68	700.00	647.44	647.44
NURSING ASST CONF & MEETINGS	115.60	115.60	52.70	62.90	450.00	334.40	334.40

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PART TIME OVERLOAD-FOSTER		.00		.00	26,000.00	26,000.00	26,000.00
PART TIME OVERLOAD-SAGMOE	300.00	300.00	300.00	.00	20,000.00	19,700.00	19,700.00
PART TIME OVERLOAD-STRICKLAND	25,475.00	25,475.00	92.50	2,455.00	125,000.00	122,452.50	122,452.50
SUMMER SESSION-STRICKLAND	97,711.90	97,711.90	97,579.40	132.50	45,000.00	52,711.90 CR	52,711.90 CR
SUMMER SESSION-FOSTER		.00		.00	47,725.00	47,725.00	47,725.00
SUMMER SESSION-SAGMOE		.00		.00	11,000.00	11,000.00	11,000.00
INSTR SECR SALARIES	4,930.80	4,930.80	2,958.48	1,972.32	23,668.00	18,737.20	18,737.20
WORKROOM CONTR SERV	1,378.00	1,378.00	1,378.00	.00	1,750.00	372.00	372.00
INSTR ADMIN UNALLOCATED CONTR SERV	181.18	181.18	38.27	142.91	1,650.00	1,468.82	1,468.82
FACULTY IN SERVICE TRAINING		.00		.00	5,000.00	5,000.00	5,000.00
WORKROOM SUPPLIES	1,064.26	1,064.26	244.23	820.03	750.00	314.26 CR	314.26 CR
FACULTY OFFICE SUPPLIES	24.36	24.36	14.65	9.71	800.00	775.64	775.64
INSTITUTIONAL COMMITTEES		.00		.00	200.00	200.00	200.00
TUTION REIMBURSEMENT	1,455.77	1,455.77		1,455.77	7,200.00	5,744.23	5,744.23
ARTS & SCI DEAN SALARY	5,833.30	5,833.30	3,499.98	2,333.32	28,000.00	22,166.70	22,166.70
ARTS & SCI SECR SALARY	2,061.00	2,061.00	1,236.60	824.40	9,893.00	7,832.00	7,832.00
ARTS & SCI FED WORK STUDY	25,706.77	25,706.77	1,404.23	1,166.44	19,201.00	16,630.33	16,630.33
STUDENT TUTORS	145.70	145.70	145.70	.00	4,600.00	4,454.30	4,454.30
ARTS & SCI DEAN SUPPLIES	161.82	161.82	74.26	87.56	1,750.00	1,588.18	1,588.18
ARTS & SCI CONF & MEETINGS	19.21	19.21		19.21	800.00	780.79	780.79
CAREER ED DEAN SALARY	5,416.65	5,416.65	3,249.99	2,166.66	26,000.00	20,583.35	20,583.35
ASST DEAN SALARY	5,385.40	5,385.40	3,231.24	2,154.16	25,850.00	20,464.60	20,464.60
CAREER ED SECR SALARY	2,221.25	2,221.25	1,332.75	888.50	10,662.00	8,440.75	8,440.75
CAREER ED FED WORK STUDY	6,178.58	6,178.58	3,730.05	2,448.53	12,230.00	6,051.42	6,051.42
SVC STUDENT EMPLOYEES	899.00	899.00	441.75	457.25	6,000.00	5,101.00	5,101.00
ASST DEAN CONTR SERV		.00		.00	100.00	100.00	100.00
DEAN SUPPLIES	114.08	114.08	54.64	59.44	1,800.00	1,685.92	1,685.92
ASST DEAN SUPPLIES	79.36	79.36			700.00	620.64	620.64
CAREER ED DEAN CONF & MEETINGS	19.00	19.00	47.58	31.70	1,275.00	1,256.00	1,256.00
ASST DEAN CONF & MEETINGS		.00		.00	400.00	400.00	400.00
COMMUNITY ED ADMIN SALARIES	4,550.00	4,550.00	2,730.00	1,820.00	21,840.00	17,290.00	17,290.00
COMM ED INSTR SALARIES	10,987.50	10,987.50	9,787.50	1,200.00	81,000.00	70,012.50	70,012.50
COMM SERV COORDINATORS	900.00	900.00	900.00	.00	7,000.00	6,100.00	6,100.00
COMM ED SECR SALARIES	1,657.29	1,657.29	1,080.60	576.69	8,645.00	6,987.71	6,987.71
COMM ED CONTR SERV	40.00	40.00	40.00	.00	3,220.00	3,180.00	3,180.00
COMM ED SUPPLIES	315.72	315.72	170.49	145.23	3,500.00	3,184.28	3,184.28

Account	Total Expenditures	To Date	Prev. No. To Date	This Mo.	Budget	Unexpended	Unencumbered
COMM ED CONF & MEETINGS	108.81	108.81	63.02	45.79	1,950.00	1,841.19	1,841.19
ACADEM SKILLS SALARIES	1,629.78	1,629.78		1,629.78	38,061.00	36,431.22	36,431.22
ACADEM SKILLS FED WORK STUDY	1,660.05	1,660.05	1,419.80	240.25	2,722.00	1,061.95	1,061.95
ACADEM SKILLS CONTR SERV		.00		.00	600.00	600.00	600.00
ACADEM SKILLS SUPPLIES	1,235.93	1,235.93	802.56	433.37	3,600.00	2,364.07	2,364.07
ACADEM SKILLS CONF & MEETINGS		.00		.00	300.00	300.00	300.00
HONORS PROGRAM CONTR SERV		.00		.00	100.00	100.00	100.00
HONORS PROG SUPPLIES		.00		.00	100.00	100.00	100.00
HONORS PROG CONF & MEETINGS		.00		.00	710.00	710.00	710.00
LRC ADMIN SALARIES	5,000.00	5,000.00	3,000.00	2,000.00	24,000.00	19,000.00	19,000.00
LRC PROF SALARIES	3,786.07	3,786.07	1,428.30	2,357.77	58,237.00	54,450.93	54,450.93
LRC SECR SALARIES	5,266.61	5,266.61	3,055.71	2,210.90	26,531.00	21,264.39	21,264.39
LRC FED WORK STUDY	1,780.96	1,780.96	1,078.03	702.93	7,909.00	6,128.04	6,128.04
LRC CONTR SERV	361.74	361.74	167.95	193.79	3,850.00	3,488.26	3,488.26
LRC SUPPLIES	5,338.75	5,338.75	4,689.00	649.75	9,500.00	4,161.25	4,161.25
A V SUPPLIES	29.85	29.85	49.46	19.61 CR	6,400.00	6,370.15	6,370.15
XEROX SUPPLIES	569.84 ◊	569.84 CR	132.14 ◊	437.70 CR	2,000.00	2,569.84	2,569.84
LIBRARY BOOKS	4,701.93	4,701.93	2,174.04	2,527.89	30,000.00	25,298.07	25,298.07
LRC CONF & MEETINGS		.00		.00	500.00	500.00	500.00
ADM & REC SECR SALARIES	6,332.25	6,332.25	3,943.35	2,388.90	31,547.00	25,214.75	25,214.75
ADM & REC FED WORK STUDY	1,130.73	1,130.73	725.40	405.33	3,837.00	2,706.27	2,706.27
ADM & REC CONTR SERV		.00		.00	3,113.00	3,113.00	3,113.00
ADM & REC SUPPLIES	385.86	385.86	219.22	166.64	6,000.00	5,614.14	5,614.14
ADM & REC CONF & MEETINGS	28.76	28.76	28.76	.00	425.00	396.24	396.24
COUNSELING SALARIES	15,980.89	15,980.89	4,407.49	6,573.40	82,502.00	66,521.11	66,521.11
COUNSELING SECR SALARIES	1,801.00	1,801.00	1,080.60	720.40	8,645.00	6,844.00	6,844.00
HEALTH SERV SUPPLIES		.00		.00	300.00	300.00	300.00
FIN AIDS PROF SALARIES	5,125.00	5,125.00	3,075.00	2,050.00	24,600.00	19,475.00	19,475.00
FIN AIDS SECR SALARIES	1,867.90	1,867.90	1,120.74	747.16	16,554.00	14,686.10	14,686.10
STUDENT SERV ADMIN SALARIES	6,187.50	6,187.50	3,712.50	2,475.00	29,700.00	23,512.50	23,512.50
STUDENT SERV SECR SALARIES	3,803.30	3,803.30	2,281.98	1,521.32	10,668.00	6,864.70	6,864.70
STUDENT SERV FED WORK STUDY	13,655.01	13,655.01	7,547.34	6,107.67	35,039.00	21,383.99	21,383.99
COACHING SALARIES		.00		.00	10,300.00	10,300.00	10,300.00
STUDENT SERV CONTR SERV	241.71	241.71	190.00	51.71	300.00	58.29	58.29
STUDENT SERV SUPPLIES	1,484.27	1,484.27	734.46	749.81	11,500.00	10,015.73	10,015.73
STUDENT RECRUITMENT		.00		.00	1,500.00	1,500.00	1,500.00
COMMENCEMENT	591.04	591.04	492.29	98.75	6,000.00	5,408.96	5,408.96
STUDENT SERV CONF & MEETINGS	101.99	101.99	15.47	86.52	4,500.00	4,398.01	4,398.01

Account	Total Expenditures	To Date	Prev. No. To Date	This No.	Budget	Unexpended	Unencumbered
VETERANS GRANT SUPPLIES		.00		.00	500.00	500.00	500.00
VETERANS GRANT CONF & MEETINGS	53.75	53.75		53.75	250.00	196.25	196.25
PUBLIC SERVICES SALARIES		.00		.00	3500.00	3500.00	3500.00
PUB SERV CONTR SERV		.00		.00	1000.00	1000.00	1000.00
PUB SERV SUPPLIES		.00		.00	3000.00	3000.00	3000.00
SERVICE STAFF SALARIES	58814.87	58814.87	34765.79	24049.08	307971.00	249156.13	249156.13
BOYS FED WORK STUDY, MAINT	12840.87	12840.87	7119.99	5720.88	64475.00	51634.13	51634.13
MATRONS FED WORK STUDY	6595.90	6595.90	3656.81	2939.09		6595.90 CR	6595.90 CR
ELECTRICITY	22329.57	22329.57	12846.21	9483.36	156200.00	133870.43	133870.43
TELEPHONE	3792.25	3792.25	2102.79	1689.46	25150.00	21357.75	21357.75
PRESIDENTS SALARY	9375.00	9375.00	5625.00	3750.00	45000.00	35625.00	35625.00
PRES SECR SALARY	3055.75	3055.75	1951.25	1104.50	13504.00	10448.25	10448.25
PRES OFC FED WORK STUDY	635.50	635.50	223.20	412.30	2096.00	1460.50	1460.50
PRES OFC CONTR SERV		.00		.00	200.00	200.00	200.00
PRES OFC SUPPLIES	400.49	400.49	262.61	137.88	4000.00	3599.51	3599.51
PRES OFC CONF & MEETINGS	198.83	198.83	124.31	74.52	2000.00	1801.17	1801.17
SPECIAL AFFAIRS	498.02	498.02	25.00	473.02	2000.00	1501.98	1501.98
PRES OFC OTHER CONF & MEETING EXP	1200.00	1200.00	900.00	300.00	3600.00	2400.00	2400.00
BUS OFC ADMIN SALARIES	7291.65	7291.65	4374.99	2916.66	35000.00	27708.35	27708.35
BUS OFC PROF SALARIES	5270.80	5270.80	3162.48	2108.32	25300.00	20029.20	20029.20
BUS OFC SECR SALARIES	9695.45	9695.45	5687.18	4008.27	51093.00	41397.55	41397.55
BUS OFC FED WORK STUDY	3668.51	3668.51	2329.66	1338.85	8420.00	4751.49	4751.49
BUS OFC CONTR SERV	3035.30	3035.30	3035.30	.00	3900.00	864.70	864.70
BUS OFC SUPPLIES	493.32 ◊	493.32 CR	237.79 ◊	255.53 CR	7500.00	7993.32	7993.32
BUS OFC CONF & MEETINGS	278.45	278.45	94.12	184.33	2350.00	2071.55	2071.55
PUBLIC RELA ADMIN SALARIES	5208.30	5208.30	3124.98	2083.32	25000.00	19791.70	19791.70
PUB RELA SECR SALARIES	77.00	77.00	77.00	.00	2000.00	1923.00	1923.00
PUB RELA SUPPLIES & ADS	7788.94	7788.94	355.91	7433.03	49000.00	41211.06	41211.06
PUB RELA CONF & MEETINGS	26.18	26.18	26.18	.00	750.00	723.82	723.82
AUDITING & LEGAL	180.00	180.00		180.00	10000.00	9820.00	9820.00
ELECTIONS & OTHER	207.47	207.47	67.16	140.31	6000.00	5792.53	5792.53
BOARD CONF & MEETINGS		.00		.00	1700.00	1700.00	1700.00
INSTITUTIONAL SECR SALARIES	1831.25	1831.25	1098.75	732.50	8790.00	6958.75	6958.75
INSTITU GRDUP MED & LIFE INS	35004.30	35004.30	17631.97	17372.33	122125.00	87120.70	87120.70
UNALLOCATED INSTITU CONTR SERV	444.27	444.27	195.18	249.09	2100.00	1655.73	1655.73
FACULTY ASSN SUPPLIES	3.60	3.60	1.83	1.77	200.00	196.40	196.40
POSTAGE	2286.64	2286.64	655.11	1631.53	30030.00	27743.36	27743.36
PUBLICATIONS & DUES	2572.32	2572.32	2572.32	.00	6200.00	3627.68	3627.68

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ADVERTISING	17.20	17.20	17.20	.00	550.00	532.80	532.80
RECRUITMENT	332.41	332.41	242.63	89.78	2000.00	1,667.59	1,667.59
GENERAL INSURANCE	2275.00	2275.00		2275.00	12000.00	9,725.00	9,725.00
EQUIPMENT	253.32	253.32	253.32	.00	122034.00	121,780.68	121,780.68
TUITION CHARGE BACK	1325.03	1325.03	813.23	511.80	15000.00	13,674.97	13,674.97
INSTITU RESEARCH SUPPLIES	52.05	52.05	52.05	.00	500.00	447.95	447.95
DATA PROC PROF SALARIES	9479.15	9479.15	5687.49	3791.66	45500.00	36,020.85	36,020.85
DATA PROC NON ACADEM SALARIES	1943.75	1943.75	1,166.25	777.50	9330.00	7,386.25	7,386.25
DATA PROC FED WORK STUDY	934.65	934.65	483.60	451.05	3231.00	2,296.35	2,296.35
DATK PROC CONTR SERV	10851.50	10851.50	10,726.50	125.00	14824.00	3972.50	3972.50
DATA PROC SUPPLIES	2112.12	2112.12	994.55	1,117.57	4000.00	1,887.88	1,887.88
DATA PROC CONF & MEETINGS		.00		.00	850.00	850.00	850.00
DATA PROC EQUIP RENTAL	6993.80	6993.80	4,149.80	2844.00	43044.00	36,050.20	36,050.20
GRANTS OFC SUPPLIES	168.61	168.61	158.00	10.61	1000.00	831.39	831.39
GRANTS OFC CONF & MEETINGS		.00		.00	500.00	500.00	500.00
AFFIRM ACTION CONTR SERV		.00		.00	200.00	200.00	200.00
AFFIRM ACTION SUPPLIES		.00		.00	300.00	300.00	300.00
AFFIRM ACTION CONF & MEETINGS		.00		.00	950.00	950.00	950.00
CONTINGENCIES		.00		.00	50000.00	50000.00	50000.00
	588,348.54	588,348.54	356,643.20	231,705.34	3,706,652.00	3,118,303.46	3,118,303.46

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
BLDG & MAINT SUPPLIES	2586.27	2586.27	1144.45	1441.82	55000.00	52413.73	52413.73
MAINT CONF & MEETINGS	228.70	228.70	74.76	153.94	700.00	471.30	471.30
SERVICE EQUIPMENT		.00		.00	8500.00	8500.00	8500.00
MAINT CONTR SERV	10409.88	10409.88	5080.41	5329.47	32150.00	21740.12	21740.12
GAS	11315.06	11315.06	11321.91	6.85 CR	120300.00	108984.94	108984.94
RENTAL CHARGES		.00		.00	1000.00	1000.00	1000.00
CONTINGENCIES		.00		.00	20000.00	20000.00	20000.00

24539.91 T	24539.91 T	17621.53 T	6918.38 T	237650.00 T	213110.09 T	213110.09 T
------------	------------	------------	-----------	-------------	-------------	-------------

SITE AND CONSTRUCTION FUND

SITE IMPROVEMENT		.00		.00	20000.00	20000.00	20000.00
NEW BLDGS & ADDITIONS		.00		.00	25000.00	25000.00	25000.00
BLDG IMPROVEMENTS		.00		.00	105000.00	105000.00	105000.00
BLDG REPAIRS	301.20	301.20	220.00	81.20		301.20 CR	301.20 CR
BLDG REPAIRS-INSURANCE DEFICIENCIES	1388.00	1388.00		1388.00		1388.00 CR	1388.00 CR
OFFICE EQUIPMENT		.00		.00	10000.00	10000.00	10000.00
INSTR EQUIPMENT		.00		.00	10000.00	10000.00	10000.00
SERVICE EQUIPMENT		.00		.00	10000.00	10000.00	10000.00
OTHER CAPITAL OUTLAY		.00		.00	20000.00	20000.00	20000.00

1.689.20 T	1.689.20 T	220.00 T	1.469.20 T	200.000.00 T	198310.80 T	198310.80 T
------------	------------	----------	------------	--------------	-------------	-------------

BOND & INTEREST #1

DEBT PRINCIPAL RETIREMENT		.00		.00	225000.00	225000.00	225000.00
INTEREST		.00		.00	50232.00	50232.00	50232.00
OTHER CHARGES		.00		.00	500.00	500.00	500.00

.00 T	.00 T	.00 T	.00 T	275.732.00 T	275.732.00 T	275.732.00 T
-------	-------	-------	-------	--------------	--------------	--------------

<u>BOND & INTEREST #4</u>	Total		Prev. Mo.				
Account	Expenditures	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 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
<u>WORKING CASH FUND</u>							
MISC EXPENSES		.00		.00	1.000.00	1.000.00	1.000.00
	.00 T	.00 T	.00 T	.00 T	1.000.00 T	1.000.00 T	1.000.00 T
<u>INSURANCE FUND</u>							
WORKMENS COMPENSATION	16,252.00	16,252.00		16,252.00	15,000.00	1,252.00 CR	1,252.00 CR
TORT LIABILITY	1,554.00	1,554.00		1,554.00	11,000.00	9,446.00	9,446.00
UNEMPLOYMENT COMPENSATION		.00		.00	19,000.00	19,000.00	19,000.00
AUDIT COSTS		.00		.00	7,000.00	7,000.00	7,000.00
	17,806.00 T	17,806.00 T	.00 T	17,806.00 T	52,000.00 T	34,194.00 T	34,194.00 T

REVENUE REPORT

EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CURRENT TAXES	235,119.98	235,119.98	72,756.40	162,363.58	762,700.00	527,580.02	527,580.02
CHARGE BACK REVENUE	629.44	629.44		629.44	10,000.00	9,370.56	9,370.56
SUMMER STATE APPORTIONMENT		.00		.00	119,090.00	119,090.00	119,090.00
FALL STATE APPORT	325,291.05	325,291.05		325,291.05	598,932.00	273,640.95	273,640.95
SPRING STATE APPORT		.00	61,642.33	61,642.33	583,141.00	583,141.00	583,141.00
ICCB EQUALIZATION	805.51	805.51 CR	805.51	.00		805.51	805.51
ABE GED SUPPLEMENTAL	630.48	630.48		630.48	2520.00	1,889.52	1,889.52
VOC ED REG REIMBURSEMENT	9,050.00	9,050.00	9,050.00	.00	95,000.00	85,950.00	85,950.00
VOC ED EQUIP REIMB	16,677.00	16,677.00 CR	16,677.00	.00	47,727.00	64,404.00	64,404.00
CORPORATE PERS PROP TAX REPLACEMENT	93,641.62	93,641.62	93,641.62	.00	114,904.00	21,262.38	21,262.38
HEW TITLE 2		.00		.00	1,900.00	1,900.00	1,900.00
FEDERAL WORK STUDY	24,963.21	24,963.21		24,963.21	132,420.00	107,456.79	107,456.79
OTHER FED GOVT SOURCES		.00		.00	5,000.00	5,000.00	5,000.00
SUMMER TUITION	116,630.55	116,630.55	50,000.00	66,630.55	112,200.00	4,430.55 CR	4,430.55 CR
FALL TUITION	25,000.00	25,000.00		25,000.00	409,850.00	384,850.00	384,850.00
SPRING TUITION		.00		.00	416,590.00	416,590.00	416,590.00
GRADUATION FEES	18.00	18.00 CR	18.00	.00	600.00	618.00	618.00
TRANSCRIPT FEES	128.00	128.00		128.00	700.00	572.00	572.00
PUB SERV INCOME		.00		.00	7,500.00	7,500.00	7,500.00
ANIXTER REVENUE	10,250.00	10,250.00		10,250.00	54,000.00	43,750.00	43,750.00
UNIT 5 REVENUE	3,375.00	3,375.00		3,375.00	13,500.00	10,125.00	10,125.00
INTEREST ON INVESTMENTS		.00		.00	50,000.00	50,000.00	50,000.00
OTHER REVENUE	544.10	544.10		544.10	100.00	444.10 CR	444.10 CR

827,752.92 T 827,752.92 T 146,305.18 T 681,447.74 T 353,8374.00 T 2710,621.08 T 2710,621.08 T

BUILDING FUND

CURRENT TAXES	58,783.51	58,783.51	18,190.19	40,593.32	190,675.00	131,891.49	131,891.49
PERS PROP TAX REPLACEMENT	23,410.41	23,410.41	23,410.41	.00	28,726.00	5,315.59	5,315.59
INTEREST ON INVESTMENTS	933.73	933.73		933.73	100.00	833.73 CR	833.73 CR
MISC REVENUE	138.00	138.00		138.00	900.00	762.00	762.00

83,265.65 T 83,265.65 T 41,600.60 T 41,665.05 T 220,401.00 T 137,135.35 T 137,135.35 T

SITE AND CONSTRUCTION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ANIXTER REVENUE	126.90	126.90	7,000.00	6,873.10 CR		126.90 CR	126.90 CR
INTEREST ON INVESTMENTS	4,800.25	4,800.25		4,800.25	35,000.00	30,199.75	30,199.75
	4,927.15 T	4,927.15 T	7,000.00 T	2,072.85 CR	35,000.00 T	30,072.85 T	30,072.85 T

BOND & INTEREST #1

CURRENT TAXES	75,042.27	75,042.27	23,221.36	51,820.91	243,428.00	168,385.73	168,385.73
PERS PROP TAX REPLACEMENT	34,872.00	34,872.00	34,872.00	.00	34,872.00	.00	.00
INTEREST ON INVESTMENTS	451.66	451.66	226.66	225.00	10,000.00	9,548.34	9,548.34
	110,365.93 T	110,365.93 T	58,320.02 T	52,045.91 T	288,300.00 T	177,934.07 T	177,934.07 T

BOND & INTEREST #4

CURRENT TAXES	83,663.36	83,663.36	25,889.10	57,774.26	271,509.00	187,845.64	187,845.64
	83,663.36 T	83,663.36 T	25,889.10 T	57,774.26 T	271,509.00 T	187,845.64 T	187,845.64 T

WORKING CASH FUND

INTEREST ON INVESTMENTS	22,598.30	22,598.30	1,604.92	20,993.38	10,000.00	12,598.30 CR	12,598.30 CR
	22,598.30 T	22,598.30 T	1,604.92 T	20,993.38 T	10,000.00 T	12,598.30 CR	12,598.30 CR

INSURANCE FUND

CURRENT TAXES	15,673.42	15,673.42	4,850.04	10,823.38	52,000.00	36,326.58	36,326.58
	15,673.42 T	15,673.42 T	4,850.04 T	10,823.38 T	52,000.00 T	36,326.58 T	36,326.58 T

CAVIR VALLEY COLLEGE

APPROVED BY

W. B. Seide
PRESIDENT

Kay L. Fisher
SECRETARY

DATE 9-22-80