

SAUK VALLEY COLLEGE

R. R. 5, Dixon, Illinois 61021 — Phone 815-288-5511

November 17, 1982

Office of the Secretary
to the Board of Trustees

PUBLIC NOTICE
OF
MEETING

This is to provide public notice of the following meeting associated with the Sauk Valley College Board of Trustees:

WHO: Board of Trustees as "committee of the whole"
WHEN: Monday, November 22, 1982 at 6:00 p.m.
WHERE: 3rd floor Board/Conference Room
TYPE: Open public and closed executive session
PURPOSE: Open Meeting:- Consider Policy Revisions
Executive Meeting - Appointment, employment,
or dismissal of an employee
AGENDA: Open Meeting:- Receive Committee recommendations on Policy revisions
Executive Session - Appointments, etc.

Marilyn Vinson
Marilyn Vinson, Secretary to
the Sauk Valley College Board
of Trustees, District #506

For Board Meeting of
November 22, 1982

MEMORANDUM

To: Board of Trustees
From: Sub-committee for Policy Revisions on Open Meetings
Re: Committee Report

The attached are drafts of policy revisions we are presenting to the Board, sitting as a "committee of the whole" at 6:00 p.m. on Monday, November 22, 1982.

Our committee has met to consider the specific needs we have in order to conduct effective open meetings. We have solicited and received extensive written and verbal contributions from other community colleges. We have consulted with representatives of the media and other interested parties. All this has been factored together and given to Mr. Pace for drafting into revised policies.

The attached are those revisions which the Board is now asked to review as a "committee of the whole".

Should there be general acceptance of these policies they can be received during the regular Board meeting for "first reading".

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
2K2 Faculty Dining Room Second Floor
November 22, 1982 7:30 p.m.

- A. Call to Order
- B. Roll Call
- C. Written Communications from Visitors
- D. Approval of Minutes
- E. Financial Reports and Actions:
 - 1. Treasurer's Report
 - 2. Current Disbursements
 - 3. Current Payroll Journal
 - 4. Special Report and Review of our Insurance
Dave Lowe
 - 5. Site and Construction Fund Report
 - 6. Tuition Receipts and Deductions Report
 - 7. Confirmation of Auditors for FY 83
- F. Personnel Recommendations:
 - 1. Recommendation for Professional Staff Appointment
 - 2. Confirmation of Advisory Committees
 - 3.
- G. Other Actions:
 - 1. Policy Revision - First Reading
 - 2. Election of Board Officers for 1982-83
 - 3.
 - 4.
- H. Reports:
 - 1. Student Trustee
 - 2. ICCTA Representative
 - 3. Foundation Liaison
- I. President's Report:
 - 1. Engineers Report on Parking Lots and Drives
 - 2. Recent Purchase Acquisitions
 - 3. Energy Audit Proposal Review
 - 4. Planning Grant Update
 - 5. Letters of Response from Legislators
 - 6. A profile of "Students Who Attend Sauk"
- J. Time of Next Meeting
- K. Executive Session

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

November 22, 1982

The Board of Trustees of Sauk Valley College met in regular meeting at Sauk Valley College, Route 5, Dixon, Illinois.

Special Session A meeting of the Board as a "committee of the whole" was called to order by Dick Groharing, chair of the committee, to consider the board policy on the conduct of meetings and its compliance with the Open Meeting Act.

It was the consensus of the committee that the attached policy revisions should be submitted at the regular meeting for a "first reading". Before they are officially approved at the December meeting, it was requested that the administration cite the chapter, paragraph, and section of the Open Meeting Act for each policy, where applicable.

Executive Session: At 6:48 p.m. it was moved by Member Koenig and seconded by Member Powers that the Board adjourn to executive session to discuss appointment, employment or dismissal of an employee. In a roll call vote, all voted aye. Motion carried.

Regular Meeting: The Board returned to regular session at 7:20 p.m. and recessed to Room 2K2 for the regular meeting.

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

John Fassler	Kay Fisher
Dick Groharing	Oscar Koenig
Dave Mandrgoc	Ann Powers
Juanita Prescott	

Minutes: It was moved by Member Koenig and seconded by Member Powers that the Board approve the minutes of the November 22 meeting with the notation that on page #3, par. #3, the name should be Cookie Shawver. Motion voted and carried.

Treasurer's
Report:

It was moved by Member Mandrgoc 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.

Disbursements:

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

Educational Fund	\$488,700.31
Building Fund	96,982.13
Insurance Fund	8,150.00

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

Payroll:

It was moved by Member Powers and seconded by Member Koenig that the Board approve the payroll of October 31 in the amount of \$177,171.95 and the payroll of November 15 in the amount of \$143,440.47. In a roll call vote, all voted aye. Motion carried.

Insurance
Report:

Robert Edison, Dean of Business Services, introduced Mr. David Lowe, one of the principal representatives in the college's insurance service, who gave a comprehensive report and review of the insurance needs and current coverage.

Site and Construction
Fund Report:

The attached report of the Site and Construction Fund was presented to the Board for the year ending June, 1982. This is submitted to the Board on an annual basis.

Summer Session:

The attached financial data for the Summer Session of 1982 was presented to the Board which showed a student tuition income of \$15,000 greater than budgeted.

Auditors:

It was moved by Member Mandrgoc and seconded by Member Koenig that the Board confirm the auditing firm of Lindgren, Callihan, Weaver, and Van Osdol as the college auditors for the 1983 fiscal year. In a roll call vote, all voted aye. Motion carried.

Nursing Instructor: It was moved by Member Mandrgoc and seconded by Member Koenig that the Board approve the appointment of Mary Krick as an instructor in the Nursing program effective Spring semester upon the completion of her MSN by December, 1982. In a roll call vote, all voted aye. Motion carried.

Advisory Committees: It was moved by Member Groharing and seconded by Member Powers that the Board approve the Advisory Committee memberships as presented. In a roll call vote, all voted aye. Motion carried.

Policy Revisions: It was moved by Member Fassler and seconded by Member Mandrgoc that the attached policy revisions which had been studied in the earlier meeting when the Board met as a "committee of the whole", be submitted for a "first reading" with final action to be taken at the next meeting. In a roll call vote, all voted aye. Motion carried.

Election of Officers: Since the Sauk Valley College Board Policy 107.01 establishes terms of office for the Chair, Vice-chair, and Secretary as one-year terms, Chair Prescott called for the election of new officers for the next year to take effect with the December meeting.

Temporary Chair: It was moved by Member Groharing and seconded by Member Fisher that Dr. Hal Garner be appointed temporary chair of the Board. In a roll call vote, all voted aye. Motion carried.

Board Chair: It was moved by Member Mandrgoc and seconded by Member Fisher that the name of Juanita Prescott be placed in nomination for Chair of the Board of Trustees.

It was moved by Member Groharing and seconded by Member Mandrgoc that nominations be closed. Motion voted and carried.

In a roll call vote for Juanita Prescott for Chair, the following was recorded: Ayes Members Fassler, Fisher, Groharing, Koenig, Mandrgoc and Powers. Member Prescott voted present. Motion carried.

Vice-Chair: It was moved by Member Koenig and seconded by Member Mandrgoc that the name of Ann Powers be placed in nomination for Vice-chair of the

Vice-Chair
(continued)

Board of Trustees.

It was moved by Member Fassler and seconded by Member Mandrgoc that nominations be closed. Motion voted and carried.

In a roll call vote for Ann Powers, the following was recorded: Ayes Members Fassler, Fisher, Groharing, Koenig, Mandrgoc and Prescott. Member Powers voted present. Motion carried.

Secretary:

It was moved by Member Fisher and seconded by Member Fassler that the name of Richard Groharing be placed in nomination for Secretary of the Board.

It was moved by Member Mandrgoc and seconded by Member Powers that nominations be closed. Motion voted and carried.

In a roll call vote for Richard Groharing for Secretary, the following vote was recorded: Ayes Member Fassler, Fisher, Koenig, Mandrgoc, Powers and Prescott. Member Groharing voted present. Motion voted and carried.

Student
Trustee:

Dean John Sagmoe reported that elections for the new student trustee would be held in January at the same time the students are to ratify the new constitution. Member Mandrgoc inquired as to who is authorizing the activities for students at the college and also payment for same. Dean Sagmoe indicated that contracts for the various student functions are let the year before and payment for same is authorized by the Director of Student Activities, Jane Klug, after the event.

Reports:

Member Groharing reported that the bill for six-year terms for Trustees had passed the House and was on its way to the Senate. He noted that he had not attended the last meeting in Springfield.

Member Fisher reported that the Foundation had accepted their yearly audit, enjoyed a slide show on the Madrigal Dinner, and had a creative discussion on investment proposals for their scholarship funds. She noted that the scholarship drive had been extended to January 1st.

Reports:

Dr. Garner presented the attached report to the Trustees on the condition of the college parking lots and drives. Discussion was held on the Electrical Discharge Machine recently approved for purchase by the Board, and pictures were shown of the combine purchased by the college. He also reported that the college had received nine proposals for conducting the energy audit. The Board then appointed Dick Groharing and John Fassler to serve on a committee with the administration to review these proposals. In regard to the Planning Grant, Dr. Garner reported that Linda Pifer had been hired as the Planning Assistant, the position which will be financed from the grant funds. He also reported on the responses received from various legislators in regard to the letters written in favor of the six-year term for trustees and the booklet on the profile of "Students Who Attend".

Executive Session:

At 9:18 p.m. it was moved by Member Powers and seconded by Member Mandrgoc that the Board adjourn to executive session to discuss the appointment, employment, or dismissal of an employee. In a roll call vote, all voted aye. Motion carried.

Regular Session:

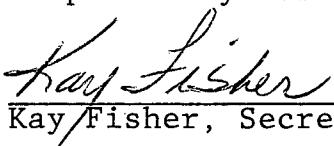
At 10:05 p.m. the Board returned to regular session.

Adjournment:

Since there was no further business, it was moved by Member Mandrgoc and seconded by Member Groharing that the Board adjourn. The next regular meeting will be at 7:30 p.m. on December 20, 1982. Motion voted and carried.

The meeting adjourned at 10:06 p.m.

Respectfully submitted:



Kay Fisher, Secretary

For Board Meeting of
November 22, 1982

Agenda Item E-4

SPECIAL REPORT AND REVIEW
OF OUR INSURANCE COVERAGE

It has been a continuing commitment of the Board to keep abreast of current insurance needs for the college. To further assist in this, Mr. David Lowe, one of the principal representatives in our insurance service, will be present to give us a review and overview of our needs and current coverage.

For Board Meeting of
November 22, 1982

Agenda Item E-5

SITE AND CONSTRUCTION FUND REPORT

Presented here is the fiscal report from the Site and Construction Fund for the year ended June, 1982. This comprehensive report includes the total income and the total expenditure activities which have occurred in this fund since the inception of the fund by bond issue in 1966.

This report is submitted to the Board on an annual basis since all authorized expenditures have been subject to their approval.

June 30, 1982

SITE AND CONSTRUCTION FUND FROM INCEPTION

Proceeds from Sale of Bonds	\$ 3,975,000.00
Bond Premium	1,244.18
Investment Income	889,469.08
Contributions (Landscaping, Child Care, Library, Misc.)	69,366.33
Library - Title VI Reimbursement	28,163.00
Vocational Education Equipment Reimbursement	750,000.00
Rental Income	425,172.17
Other Income	<u>4,804.80</u>
Total Amount Available Through June 30, 1982	\$ 6,143,219.56

LESS EXPENDITURES:

Site Acquisition and Improvements - June 30, 1966	\$ 91,203.47
Site Acquisition and Improvements - June 30, 1967	439,170.05
Site Acquisition and Improvements - June 30, 1968	132,595.86
Site Acquisition and Improvements - June 30, 1969	4,210.80
Site Acquisition and Improvements - June 30, 1970	10,862.80
Site Acquisition and Improvements - June 30, 1971	1,909.69
Site Acquisition and Improvements - June 30, 1972	(8,300.00)
Site Acquisition and Improvements - June 30, 1973	10,284.62
Site Acquisition and Improvements - June 30, 1974	43,804.58
Site Acquisition and Improvements - June 30, 1976	17,579.25
Site Acquisition and Improvements - June 30, 1982	<u>20,177.75</u>
	\$ 763,498.87

New Buildings and Improvements - June 30, 1966	\$ 99,047.47
New Buildings and Improvements - June 30, 1967	622,593.74
New Buildings and Improvements - June 30, 1968	1,856,677.11
New Buildings and Improvements - June 30, 1969	46,689.51
New Buildings and Improvements - June 30, 1970	(12,433.38)
New Buildings and Improvements - June 30, 1971	44,068.07
New Buildings and Improvements - June 30, 1972	15,807.05
New Buildings and Improvements - June 30, 1973	780.42
New Buildings and Improvements - June 30, 1974	1,935.00
New Buildings and Improvements - June 30, 1975	73,595.53
New Buildings and Improvements - June 30, 1976	112,775.23
New Buildings and Improvements - June 30, 1977	6,629.94
New Buildings and Improvements - June 30, 1978	3,462.19
New Buildings and Improvements - June 30, 1979	91,805.09
New Buildings and Improvements - June 30, 1980	15,954.87
New Buildings and Improvements - June 30, 1981	54,773.66
New Buildings and Improvements - June 30, 1982	<u>112,493.04</u>
	\$3,146,654.54

Title VI - Library - June 30, 1967	\$ 4,172.91
Title VI - Library - June 30, 1968	32,162.20
Equipment - Regular - June 30, 1967	168,142.84
Equipment - Regular - June 30, 1968	4,465.11
Equipment - Regular - June 30, 1970	235,846.43
Equipment - Regular - June 30, 1971	51,624.13
Equipment - Regular - June 30, 1972	889.25
Equipment - Regular - June 30, 1974	2,541.01
Equipment - Regular - June 30, 1977	<u>950.00</u>
	500,793.88

Vocational Education Equipment - 1968 through 1975	<u>750,137.36</u>
	\$1,250,931.24

Total Expenditures through June 30, 1982.	\$ 5,161,084.65
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Balance June 30, 1982.	\$ 982,134.91
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Fund Balance Consists of:

Cash in Dixon National Bank	\$ 5,359.55
Escrow Account-Gym Columns	4,195.62
Time Deposits	<u>972,579.74</u>
	\$ 982,134.91

SITE AND CONSTRUCTION FUND through June 30, 1982

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDIN AUTHORITY
Admissions Remodeling	All costs 1981-82	\$ ---	\$108,744.27	\$ ---
Affirmative Action-Bldg	Repairs All costs 1979-80	---	9,716.05	---
Affirmative Action-Bldg.	Repairs All costs 1980-81	---	9,356.55	---
Albrecht Well Drillers	Water Well	5,332.00	---	---
Art Drapery Studios	Theatre draperies	---	1,831.00	---
Baartol Co., Inc.	Flag pole	---	681.12	---
Joe J. Beeler	Appraisal	---	485.00	---
Benoy Ins. Co.	Builder's Risk	947.00	---	---
Big Rock Nursery	Shrubs and trees	679.00	---	---
Bond Buyer	Advertising for bond issue	---	98.00	---
Branson Electric	Transformer-Little Theatre	---	2,239.31	---
Brauer Family	Land and Right-of-way	8,650.00	---	---
Butcher Bros.	Moving Expenses	---	9,786.00	---
Byron Material Co.	Field tile	---	6,862.80	---
Cal Caldwell	Appraisal	---	440.00	---
Chapman-Cutler	Bond opinion	---	4,000.00	---
Child Care Building	All costs	59,599.27	---	---
Claiborne, Duain	Supervisor-Temp. Bldg.	1,280.00	---	---
Commonwealth Edison Co.	Power Line (Temp.)	---	3,969.30	---
Crescent Electric Co.	Cafeteria lighting revision	---	12.42	---
Curtis Industries	Fasterners for curtain track	---	170.86	---
Daily Gazette	Adv. for Surety Bond	---	2.85	---
Dixon Commercial Electric	Lecture room lights	---	2,500.00	---
Dixon National Bank	Check charges	---	21.18	---
Deady Chemical Co.	Pumps-Water treatment	---	3,884.71	---
Donovan Chemical Co.	Athletic Field	---	4,000.00	---
DuBois Chmical Co.	Water treatment	---	1,434.00	---
Dunlop & Dunlop	Abstractors	---	39.00	---
Durrant, Deininger, etc.	Architect and Phase II	12,212.50	3,433.15	362,740.98
Durrant, Deininger, etc.	Interior Design-New Bldg.	---	20,921.35	---
Elcen Metal Products	Little Theatre Curtains	---	820.52	---
Engel Electric	Transformer & Misc.	---	5,300.98	---
Engel Electric	Roadway & Parking Lights	---	---	119,961.04
Engel Electric	Data Proc. Elec. (1873.00);	---	7,842.16	---
	Corridor Lights (407.02);Voc. Dept.-	---		
	(1904.04);A.V. (1896.10);Fire Alarm-	---		
	(1762.00)	---		

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Farm Supply Service	Fertilizer	\$ ---	\$ ---	\$ 236.04
Franke & Miller; also Schippers, Betar, Lamendalla & Obrien	Legal Services	---	37,075.89	---
Franke & Miller	Legal Services	---	1,660.00	---
Fraza Materials	Concrete for fence	---	---	47.68
Gym Columns - Bldg. Repairs	All costs 1980-81	---	42,497.91	---
" " "	All costs 1981-82	---	5,038.92	---
Haskells	Moving expense	---	154.00	---
Holding Pond	All Costs 1971-72	1,749.35	---	---
" "	All Costs 1972-73	148.00	---	---
" "	All Costs 1973-74	242.06	---	---
" "	All Costs 1974-75	3,341.23	---	---
" "	All Costs 1975-76	83,937.00	---	---
" "	All Costs 1976-77	(1,460.91)	---	---
Honeywell, Inc.	Demand Controllers	---	12,420.00	---
Wm. Hoyle	Option	---	1.00	---
Humphrey Agency	Treas. Bond	---	2,799.00	---
Ill. Building Authority	College Portion	---	---	1,746,145.33
Insurance Deficiencies-Bldg.	Repairs All Costs 1979-80	---	1,200.00	---
" " "	All Costs 1980-81	---	2,618.00	---
Kewanee Laboratories	Science Labs	20,580.40	---	---
Klein & Heckman	Plumbing & Sewage Plant	34,675.19	---	32,541.55
Kra-Kraft Displays	Bldg. Directories	---	1,668.00	---
Ladd Construction	Parking & Roadways	---	---	80,342.27
J.S. Latta	Little Theatre seating (27,386.60); Bulletin Board (238.25)	---	27,624.85	---
V.H. Lawrence	Earth Moving and clearance	---	---	1,850.00
Lee Co. Title & Abstract Co.	Title search and insurance	---	250.00	---
Lee Co. Treasurer	1966 and 1967 taxes	---	718.87	---
Lohse Nursery	Landscaping	---	1,026.80	9,425.84
Midwest Fence	Flag pole and sewage fence	---	---	1,016.00
Municipal Research Assoc.	Financial Serv. Bonds	---	2,032.87	---
Northern Banknote Co.	Printing of Bonds	---	350.44	---
Nusbaum Transfer & Storage	Moving expenses	---	4,527.40	---
Osterburg	Foundation recommendations	---	---	330.80
Paintcraft	Sealing of lots	---	2,475.00	---
Permanent Bldg. Bid Adv.	Adv. Bids	---	316.31	---

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Peterson Detweiler Co.	Treas. Bond	\$ ---	\$ 573.00	\$ ---
Richard J. Prescott	Flag pole installation	---	340.00	---
Propheter Construction Co.	Building T-1	181,440.74	---	---
Propheter Construction Co.	Grading & Parking	---	---	195,782.30
Propheter Construction Co.	Storm Drainage	---	---	37,329.44
Raths, Raths & Johnson	Bldg. repairs	---	29,606.30	---
Floyd Reed	Fence erector	---	---	400.00
Reitzel Electric	Electrical	60,179.46	---	---
Simple Space Rite Signs	Door letters	---	1,295.40	---
Roadway Repairs & Sealing	All costs 1973-74	---	32,398.58	---
" " "	" " 1975-76	---	17,579.25	---
" " "	" " 1978-79	---	66,645.85	---
" " "	" " 1981-82	---	20,177.75	---
Schmitt Plumbing & Heating	Voc. Tech. Plumbing	---	1,651.48	---
Schuler, Goldie, Chas., Nancy	Land and interest	59,933.33	4,376.00	102,666.67
Schuler, Chas.	Roadway repairs	---	---	161.82
Scott Eng. Sciences	Moving Language Lab	---	8,887.00	---
Sears, Roebuck & Co.	Shades for offices	---	529.12	---
B.F. Shaw Printing Co.	Bids for Surety Bond	---	32.00	---
Stone Ins. Agency	Treas. bond	---	302.00	---
Stutzke Excavating	Site preparation	---	---	4,210.80
Testing Engineers	Soil-Foundation investigation	---	---	2,553.60
Thomeway Lines	Moving expenses	---	106.00	---
Town & Country Home Improv.	Moving seating	---	527.47	---
Ward & Ward	Services on Bond Inssue	---	6,000.00	---
Ward & Ward	Legal services	---	9,555.64	---
Warzyn Eng. Service	Sub-soil investigation	---	(162.28)	1,825.56
Wayne Feed Supply	Grass seed & fence (568.80)	---	---	2,304.80
Weaver Sheet Metal	Heating	40,532.84	---	---
Weaver Sheet Metal	Ventilating/Kitchen duct work *	6,275.00	635.00*	---
Welding Lab	All costs 1973-74	1,692.94	---	---
" "	" " 1974-75	58,647.78	---	---
" "	" " 1975-76	6,373.02	---	---
Karl Wentsel	Treas. Bond	---	733.00	---
C.K. Willett	Survey-topographic	---	---	1,445.91
Willett, Hoffman	Revision Topographic map	---	---	820.31
Wooden, Floyd	Lab remodeling	---	620.00	---
Part-time movers	Moving expenses	---	18.90	---
Moving expense	June 1970	---	(5,045.00)	---

PAYEE	PURPOSE	BUILDINGS, LAND, ETC.	OTHER CAPITALIZED COSTS	ALLOWED BY ILL. BUILDING AUTHORITY
Misc. Vendors	Sound proofing, canteen wiring, cafeteria lights	\$ ---	\$ 3,151.92	\$ ---
Willetts Realty	Appraisal	---	460.00	---
Installation-Donated X-Ray Machine	1978	---	2,985.25	---
		<hr/>	<hr/>	<hr/>
		<u>\$646,987.20</u>	<u>\$ 559,027.47</u>	<u>\$2,704,138.74</u>
Total (Columns 1-2-3) \$3,910,153.41				
Add: Equipment Category. 1,250,931.24				
GRAND TOTAL OF EXPENDITURES. <u>\$5,161,084.65</u>				

For the Board Meeting
of November 22, 1982

Agenda Item E-6

SUMMER
TUITION RECEIPTS AND DEDUCTIONS REPORT

In keeping with the audit recommendation of past years and past practice, we are presenting the financial data for the Summer Semester of 1982.

It should be noted that the Summer Semester represents a significant increase in the enrollment when compared to the prior summers and also represents a student tuition income of \$15,000 greater than budgeted.

NET TUITION RECEIPTS AND DEDUCTIONS

Deductions from Tuition	Summer 1974	Summer 1975	Summer 1976	Summer 1977	Summer 1978	Summer 1979	Summer 1980	Summer 1981	Summer 1982
1. Tuition Refunds	2,075.50	3,210.90	4,518.00	4,136.60	6,083.20	3,916.80	4,352.00	5,290.00	8,144.00
2. Employee Waivers	1,339.00	1,261.65	1,951.60	1,522.50	1,635.00	2,512.60	2,711.00	1,592.20	3,359.20
3. Bad Debts	---	---	---	---	(192.00)	3,641.00	(949.60)	(15.34)	---
4. Senior Citizens	611.00	533.00	1,605.00	330.00	5,835.00	10,183.00	11,157.60	11,279.80	11,419.00
5. EOG Waivers	---	---	---	---	---	---	---	---	---
6. TOTAL DEDUCTIONS	4,025.50	5,005.55	8,074.60	5,989.10	13,361.20	20,253.40	17,271.00	18,146.66	22,922.20
7. Actual Tuition Receipts	41,970.02	79,774.04	76,463.43	66,352.41	66,943.88	75,306.43	116,630.55	111,846.67	136,227.91
8. Actual Mid-Term Cr. Hrs.	3243	6128	5553	4472	4559	5060	6343	6236	7519
9. Tuition Rec'd/Mid-Term Cr.Hrs. (Line 7 & 8)	12.94	13.02	13.77	14.84	14.68	14.88	18.39	17.94	18.12
10. Tuition Charged/Cr.Hrs.	13.00	13.00	14.00	15.00	15.00	17.00	19.00	19.00	19.00
11. Variable/Credit Hours	-.06	+.02	-.23	-.16	-.32	-2.12	-.61	-1.06	-.88

For Board Meeting of
November 22, 1982

Agenda Item E-7

CONFIRMATION OF AUDITORS FOR FY 83

A year ago, we conducted a thorough review and selected an auditor to serve for a three-year period subject to annual review.

It is now appropriate to conduct the annual confirmation.

RECOMMENDATION: It is recommended that Lindgren, Callihan, Weaver and Van Osdol be confirmed as our auditors for the 1983 fiscal year.

For Board Meeting
of November 22, 1982

Agenda Item F-1

RECOMMENDATION FOR
PROFESSIONAL STAFF APPOINTMENT

Last year, Mary Kirck left our staff to return to graduate school and work for completion of her Masters Degree. Her position was filled on an interim basis until now.

Ms. Krick has applied for her original position

RECOMMENDATION: It is recommended that Ms. Mary Krick be appointed to the nursing faculty as requested.

SAUK VALLEY COLLEGE

RECOMMENDATION FOR STAFF APPOINTMENT

NAME: Mary Krick SOCIAL SECURITY #: _____

ADDRESS: _____ STREET: _____

Dixon, IL 61021

STATE: _____

DATE: October 22, 1982

CITY: _____

STATE: _____

PRESENT POSITION: Full-time graduate student - Northern Illinois University

RECOMMENDED POSITION AT THE COLLEGE: Assistant Professor of Nursing
Type of Position

EFFECTIVE DATE OR PERIOD: FROM: January 1983 TO: May 18, 1983

BASIS OF EMPLOYMENT: FULL-TIME: X PART-TIME: _____ OTHER: _____

POSITION ON SALARY PLAN: Assistant Professor 6 SALARY \$18,822.00*
Rank/Level Step

CONDITIONS OF EMPLOYMENT: Completion of MSN by December 1983

*to be prorated for one semester

BIOGRAPHIC DATA

EDUCATION: HIGHEST DEGREE EARNED: MSN DATE: 12/83

EXPERIENCE: Mary Krick has taught in the LPN Program and she has held various types of staff and administrative nursing positions. She has served as a head nurse in physical therapy, orthopedics, and medical units in several hospitals as well as duty as a staff nurse and an office nurse. She will bring a wealth of valuable training and experience to this position.

STAFF RECOMMENDATION: *Dick Kline* DATE: 10-22-82
Signature

DEANS RECOMMENDATION: *David J. Foster* DATE: 11-2-82
Signature

PRESIDENTS RECOMMENDATION FOR BOARD APPROVAL: *W. J. Janus* DATE: 11-16-82
Signature

PROVED: _____ DATE: _____
Signature of President or Board Action

Resume

Mary Krick

Address:

Dixon, IL 61021

Educational Qualifications

BSN - Northern Illinois University, 1979

MSN - Northern Illinois University, 1982

Additional nursing training at
Memorial Hospital,
Belleville, Illinois
and KSB Hospital,
Dixon, Illinois

Former Positions

Staff Nurse - Memorial Hospital,
Belleville, IL 1966-67

Office Nurse- Drs. Penning,
Marty, and Teich,
Springfield, IL 1967-68

Head Nurse - Medical Unit,
Dixon Developmental
Center, Dixon, IL 1968-69

Head Nurse + Physical Therapy
Unit and Orthopedics,
Memorial Hospital,
Belleville, IL 1970-74

Staff Nurse - Dixon Developmental
Center, Dixon, IL 1978-79

Nursing Instructor - Sauk Valley
College, Dixon, IL 1979-81

Hobbies and Special
Interests

Bowling, Golf, Cooking and Macrame

js

November 1982

For Board Meeting
of November 22, 1982

Agenda Item F-2

CONFIRMATION OF ADVISORY COMMITTEES

Advisory committees are a critical part of our college. They provide channels of communication with practitioners in our community. They are a rich resource for informational input, curriculum development, market trends, and personal services (students, instructors, etc.).

The Board will want to confirm the appointments presented for advisory committee memberships for the 1982-83 year.

RECOMMENDATION: That the Board confirm the Advisory Committee memberships as presented:

DIVISION OF ARTS AND SOCIAL SCIENCES

Criminal Justice

Human Services - Child Care

Human Services - General

Rock Falls Adult Learning Center

CRIMINAL JUSTICE

ADVISORY COMMITTEE
1982-83

Fred Moore Sterling Police Department
Sterling, IL 61081

Eugene Smith Whiteside County Probation
Sterling, IL 61081

Judge John Rapp Carroll County Circuit Judge
Mt. Carroll, IL 61053

Butch Kimmel Sheriff, Whiteside County
Whiteside County Courthouse
Morrison, IL 61270

Patrick Kavanaugh Dixon Police Department
Part-time Instructor - Sauk Valley
College
Home Address:
Dixon, IL 61021

Judge Thomas Hornsby Judge, Circuit Court
Part-time Instructor - Sauk Valley
College
Home Address:
DIXON, IL 61021

Ray Nehring Lee County Sheriff
Dixon, IL 61021

Judi Burnham (Ex-officio)

HUMAN SERVICES - CHILD CARE

ADVISORY COMMITTEE
1982-83

Margaret Scholl Licensing Worker
Illinois Department of Children
and Family Services

Rock Falls, IL 61071

Paula Colson Acting Director - SVC Child Care
Center
Sauk Valley College
R.R. 5
Dixon, IL 61021

Ann Keim Child Care Instructor - SVC
Home address:

Lanark, IL 61046

Moneta A. Devine Human Services Instructor - SVC
Home address:

Oregon, IL 61061

Mrs. Patrick J. Vobora . . . Child Care Instructor
Whiteside Area Vocational Center
Sterling, IL 61081

Leah Buscemi Head Start Coordinator
Tri-county Opportunities Council
Rock Falls, IL 61071

Marilyn Bielema Director, Community Day Care Center
First Presbyterian Church
Morrison, IL 61270

Elissa Quigg Sterling-Rock Falls Day Care
Sterling, IL 61081

HUMAN SERVICES - GENERAL

ADVISORY COMMITTEE
1982-83

Barbara Ellison Whiteside County Volunteers in
Probation

Sterling, IL 61081

Larry Prindaville Sinnissippi Mental Health Center
R.R. 5
Dixon, IL 61021

Florence Pennington Case Worker Supervisor
Department of Children and Family
Services

Rock Falls, IL 61071

Jim Czerwionka Nachusa Lutheran Home for Children
Nachusa, IL 61057

Jim Ferolo Lee County Special Education
Association
Eldena School
R.R. 4
Dixon, IL 61021

Ken Brown Executive Director
Tri-county Opportunity Council

Rock Falls, IL 61071

Richard Holtam (Ex-officio)

ROCK FALLS ADULT LEARNING CENTER

ADVISORY COMMITTEE
1982-83

Judy Howard Adult Learning Center Coordinator
Rock Falls, IL 61071

Bev Segura Ohda Instructor - Sauk Valley College
Home Address:
Rock Falls, IL 61071

Richard A. Fluck Morrison Community Schools
Unit #6
Morrison, IL 61270

Richard Holtam (Ex-officio)

DIVISION OF BUSINESS AND TECHNOLOGY

Agriculture

Business

-Accounting

-Business, Industrial Safety, Marketing and Management

-Banking

-Office and Administrative Services

-Real Estate

Data Processing

Industrial Technology

-Automotive Technology

-Building Construction

-Electronic-Electrical Technology

-Machine Tool

-Mechanical Design

-Refrigeration, Heating, Industrial Maintenance

-Welding Technology

AGRICULTURE

ADVISORY COMMITTEE
1982-83

Allen Borth Seed Corn District Manager
Dixon, IL 61021

Richard A. Deets Fertilizer and Pesticide Dealer
Sohigro Service Company
Milledgeville, IL 61051

Robert Hajjenga Soil and Crop Consultant
Forreston, IL 61030

Oscar Koenig Farm Owner/SVC Board Member
R.R. 1
Tampico, IL 61283

Stan Larem Handel Implement
Chadwick, IL 61014

Phillip J. Miatke Alumni/Illinois Department of
Agriculture
R.R. 2
Sterling, IL 61081

Gary Sandrock Farmer
R.R. 1
Rock Falls, IL 61071

ACCOUNTING

ADVISORY COMMITTEE
1982-83

John Berge Dee Gosling Company (CPA)
 Clinton, IA 52732

Terry Catalina Internal Revenue Service (Auditor)
 Rockford, IL 61101
 800 252-2921

Robert Edison, Jr. Purchasing and Accounting
 National Manufacturing Company
 Sterling, IL 61081

James Boesen Assistant Controller
 Northwestern Steel and Wire
 Sterling, IL 61081

Donald Olson Business Instructor - Sterling High
 School
 President/Treasurer - School Employees
 Credit Union
 Sterling, IL 61081

Ron Hartje (Ex-officio)

Chuck West (Ex-officio)

BUSINESS/INDUSTRIAL SAFETY/MARKETING/MANAGEMENT

ADVISORY COMMITTEE
1982-83

Rodney Brooks Rock Falls National Bank
302 First Avenue
Rock Falls, IL 61071

Jack Fritz Northwestern Steel and Wire
1118 Charles Street
Rock Falls, IL 61071

Richard Nowatka Central National Bank
1606 29th Place
Sterling, IL 61081

Jose Perez Kroger Food Store
2014 East Fourth
Sterling, IL 61081

Michael Rock Dixon National Bank
101 West First Street
Dixon, IL 61021

David Geil Glafka Tire City
608 West Fourth
Sterling, IL 61081

David Knie Knie Appliance and TV
511 West 13th
Sterling, IL 61081

Stan Whiteman Russell, Burdsall, and Ward, Inc.
1507 Sixth Avenue
Sterling, IL 61081

BANKING

ADVISORY COMMITTEE
1982-83

Scott Dixon Vice President/Cashier
Polo National Bank
Polo, IL 61064

William Reigle Vice President
Dixon National Bank
Dixon, IL 61021

OFFICE AND ADMINISTRATIVE SERVICES

ADVISORY COMMITTEE
1982-83

Mary Arduini Secretary, State Attorney Office
Whiteside County Court House
Morrison, IL 61270

Dorothy Butler Retired - Federal Savings and Loan
1010 North Brinton
Dixon, IL 61021

Donna Currans Secretary, Fearer and Nye
Law Firm
Oregon, IL 61061

Carolyn Kellogg Word Processing Supervisor
State Highway Department
Home Address:
712 East 12th Street
Sterling, IL 61081

Pat Sullivan Whiteside Area Vocational Center
1608 Fourth Avenue
Sterling, IL 61081

Glenn Bailey (Ex-officio)
Bonnie Ryan (Ex-officio)

REAL ESTATE

ADVISORY COMMITTEE
1982-83

Arlen Higgs Executive Vice President
Polo National Bank
Polo, IL 61064

Stanley Kazmerski Department of Transportation
Illinois Division of Highways
Dixon, IL 61021

Kim Stoker Hopkins Road Equipment Company
1335 Chicago Avenue
Dixon, IL 61021

Sylvia Larson Sylvia Larson Realtors
203 Fifth Avenue
Sterling, IL 61081

DATA PROCESSING

ADVISORY COMMITTEE
1982-83

Loren Anderson Computer Services
Dixon National Bank
Dixon, IL 61021

Warren Hilton Manager, Information Systems and
Personnel Accounting
General Electric Company
Morrison, IL 61270

Kevin Kline Central National Bank
Data Processing Department
Sterling, IL 61081

Sherry Michel Paraprofessional - SVC Data Center
Part-time Instructor - SVC
Home Address:
Dixon, IL 61021

Francis Orlowski Frantz Manufacturing Company
Sterling, IL 61081

Edward Smith Controller - E. D. Etnyre Company
Second and Jefferson
Oregon, IL 61061

Roy Sonderquist Manager - Information Services
Northwestern Steel and Wire
Sterling, IL 61081

Gordon Speer Physics Instructor (Computers)
Sterling High School
Sterling, IL 61081

AUTOMOTIVE

ADVISORY COMMITTEE
1982-83

Roger Eschelman Whiteside Area Vocational Center
1608 Fifth Avenue
Sterling, IL 61081

Mike Harris Price Motors
2502 Locust
Sterling, IL 61081

Shelly Maves Stewart Truck and Equipment Company
Route 38 East, Box 369
Dixon, IL 61021

Jim McCoy Nelson Pontiac-Buick
1000 North Galena
Dixon, IL 61021

William McLaren Diesel Injection Service
(Sun Prairie Wisconsin)
County Line Road
Rock Falls, IL 61071

Bob Pierce Harrison Chevrolet-Cadillac
222 North Peoria
Dixon, IL 61021

Ivan Rosenow Bun Austin Chevrolet
Sterling, IL 61081

Charles Paterson (Ex-officio)
Bob Logemann (Ex-officio)

BUILDING CONSTRUCTION

ADVISORY COMMITTEE
1982-83

Evelyn Conn Morris Enterprise
R.R. 1
Rock Falls, IL 61071

Chuck Modrow Northern Illinois Gas
Dixon, IL 61021

Kelly Woessner Northern Commercial
Dixon, IL 61021

Phillip Stewart Stewart Air Conditioning and Heating
Dixon, IL 61021

Robert Sutkay Wolohan Lumber
Sterling, IL 61081

Don and Charlotte Morris . . Morris Septic
Rock Falls, IL 61071

Tim Watson Homeway Corporation
Walnut, IL 61376

Bob Smith (Ex-officio)

ELECTRONIC-ELECTRICAL TECHNOLOGY

ADVISORY COMMITTEE
1982-83

Michael Lubbs Harper-Wyman Company
R.R. 2
Dixon, IL 61021

Don Slaney Russell, Burdsall and Ward, Inc.
1104 Riverview Road
Sterling, IL 61081

Edward Spotts Lone Star Industries
134 Martin Road
Rock Falls, IL 61071

Terry Powell Industrial Arts/Electrical
Instructor
Rock Falls High School
Rock Falls, IL 61071

Gary Seaman Borg Warner Corporation
15880 Lincoln Road
Morrison, IL 61270

Doug Spitzer Byron Nuclear Station
Home Address:
4861 Linden Road, Apt. 787
Rockford, IL 61100

Chuck Oster (Ex-officio)
Ron Happach (Ex-officio)

MACHINE TOOL

ADVISORY COMMITTEE
1982-83

William Callison	Borg Warner Corporation 1700 Franklin Grove Road Dixon, IL 61021
Rick Milano	Edelmann and Company Illinois Route 38 - East Dixon, IL 61021
David L. Needham	Byron Nuclear Station Commonwealth Edison Company Byron, IL 61010
Ron Latta	Henry Pratt Company 900 Depot Avenue Dixon, IL 61021
Jim Cook	George Evans Corporation 121 37th Street Moline, IL 61265
Jerry Frana (Ex-officio)	

MECHANICAL DESIGN/MACHINE DRAFTING

ADVISORY COMMITTEE
1982-83

Norris Hurlbut	Whiteside Area Vocational Center (Instructor) 703 Ninth Avenue Fulton, IL 61252
William Palmer	General Electric Employee 1202 East 19th Street Sterling, IL 61081
Ed Loos	Frantz Manufacturing Company 1006 Fifth Avenue Sterling, IL 61081
Alan Hardersen	Director of Counseling and Admissions Sauk Valley College R.R. 5 Dixon, IL 61021
Mike Hustad	Counselor Sauk Valley College R.R. 5 Dixon, IL 61021
Donald Haag	General Electric Employee 1302 East 18th Street Sterling, IL 61081
Richard Ruffini	W. A. Whitney Corporation, Rockford, IL R.R. 3 - Forest Park Dixon, IL 61021
Larry Burke	Edelmann and Company IL Route 38 Dixon, IL 61021
Charles Oster (Ex-officio)	

REFRIGERATION/HEATING/INDUSTRIAL MAINTENANCE

ADVISORY COMMITTEE
1982-83

Michael Choiniere Choiniere Electrical Service
Box 75
Walnut, IL 61376

Terry Eberly Sales Representative
Johnstone Supply
3358 Pyramid Drive
Rockford, IL 61109

Michael Hosler Hosler's Repair Shop
212 Sixth Avenue
Rock Falls, IL 61071

Michael Longtin Wood Brothers Manufacturing
R.R. 2
Oregon, IL 61061

Gary Seaman Borg-Warner Corporation
Home Address:
15880 Lincoln Road
Morrison, IL 61270

Richard Volker Beverage Service Company
304 Elm Place
Princeton, IL 61356

Herbert Youngren Youngren Refrigeration Service
2031 West First Street
Dixon, IL 61021

Ron Happach (Ex-officio)

WELDING TECHNOLOGY

ADVISORY COMMITTEE
1982-83

Robin Foster	Part-time Instructor - SVC Home Address: 1204 Hunter Street Sterling, IL 61071
Robert Greskiwcz	Boehle Implement, Inc. Amboy, IL 61310
Bob Mattson	Whiteside Area Vocational Center 1600 Fifth Avenue Sterling, IL 61081
Leland Sedig	Bogott Industrial Supply 112 Third Avenue Sterling, IL 61081
Rex H. Winget	J. T. Cullen Company 19175 Waller Road Fulton, IL 61252
Chuck Frieders (Ex-officio)	

DIVISION OF HEALTH AND NATURAL SCIENCES

Allied Health

-LPN, ADN, Nurses Aide

-Medical Laboratory Technology

-Radiologic Technology

Cosmetology

Food Service

LPN - ADN - NURSES AIDE

ADVISORY COMMITTEE
1982-83

Martha Wilson Assistant Administrator
Nursing Services
KSB Hospital
Dixon, IL 61021

Cheryl Lashley Coordinator of Health Occupations
Whiteside Area Vocational Center
Sterling, IL 61081

Marian Hough, R.N. Director of Nursing
Community General Hospital
Sterling, IL 61081

Annette Widener, R.N. Nursing Consultant
Dixon Developmental Center
Dixon, IL 61021

Alice Cassens, R.N. School Nurse
Dixon High School
Dixon, IL 61021

Sylvia E. Montavon Administrator
Lee County Nursing Home
Dixon, IL 61021

Judy Repass, R.N. Sauk Valley College Graduate
Sterling, IL 61081

Marge Hardin Counselor
Morrison High School
Morrison, IL 61270

Beth Radunz Administrator
Sterling Care Center
105 East 23rd Street
Sterling, IL 61081

Donna Rosenthal, R.N. Director of Nursing
Morrison Community Hospital
Morrison, IL 61270

John Bishop Counselor
Sterling High School
Sterling, IL 61081

MEDICAL LABORATORY TECHNOLOGY

ADVISORY COMMITTEE
1982-83

Dr. Maurice L. Perou Pathologist - Community General
Hospital
Sterling, IL 61081
Home Address:
Sterling, IL 61081
(Continuous Appointment)

Dr. Salvatore Borja Pathologist - Mercy Hospital
Clinton, IA 52732
Home Address:
Clinton, IA 52732
(Continuous Appointment)

Dr. Reda Salama Pathologist - Community General
Hospital
Sterling, IL 61081
Home Address:
Sterling, IL 61081
(Continuous Appointment)

Janice Wilson, M.T. Medical Technologist
Sterling-Rock Falls Clinic
101 Miller Road
Sterling, IL 61081
Home Address:
Sterling, IL 61081
(Reappoint - 2 years - 1983)

Robert Smith Bacteriologist - Retired Laboratory
Director - Kraft Foods Company
Home Address:
Milledgeville, IL 61051
(Reappoint - 2 years - 1983)

Larry K. Chidley Chemistry Instructor - Dixon High
School - Dixon, IL
Home Address:
Dixon, IL 61021
(Expires 1983)

MEDICAL LABORATORY TECHNOLOGY

ADVISORY COMMITTEE
1982-83

Page 2

Ollie Butt Teacher - Washington School
Sterling, IL 61081
Home Address:
Sterling, IL 61081
(Expires 1983)

Mary Sue Cox Former Bacteriologist - now Social Worker
Dixon Developmental Center
Dixon, IL 61021
Home Address:
Dixon, IL 61021
(New Appointment - 2 years - 1984)

RADIOLOGIC TECHNOLOGY

ADVISORY COMMITTEE
1982-83

Dr. I. G. Almassy Radiologist - KSB Hospital
403 East First Street
Dixon, IL 61021

Dr. R. G. Arellano Community Hospital of Ottawa
1100 East Norris Drive
Ottawa, IL 61350

Beverly Bromenschenkel, R.T. Chief Technologist
Mendota Community Hospital
Mendota, IL 61342

Dr. Peter Evanson Radiologist - Community General
Hospital
1601 First Avenue
Sterling, IL 61081

Richard Kerley, R.T. Chief Technologist
Community General Hospital
1601 First Avenue
Sterling, IL 61081

Lois Morris, R.T. Chief Technologist
KSB Hospital
403 East First Street
Dixon, IL 61081

Helen Salsi, R.T. Chief Technologist
Illinois Valley Community Hospital
925 West Street
Peru, IL 61354

Ed McKenney, R.T. St. Margaret's Hospital
600 East First Street
Spring Valley, IL 61342

Janet Kime (Ex-officio)

COSMETOLOGY

ADVISORY COMMITTEE
1982-83

Carolyn Wenger Registered Beauty Culture Instructor
Home Address:
Rock Falls, IL 61071

Mel Shaver Counselor - Whiteside Area
Vocational Center
Sterling, IL 61081

Sally Stokes Salon Owner
B-Love-Lee
Sterling, IL 61081

Dyan Seeley Beautician
Hair-We-Are
Home Address:
Rock Falls, IL 61071

Marta Vasquez Salon Owner
Marta's
Sterling, IL 61081

Jan Kime Assistant Dean of Health and
Natural Science
Sauk Valley College
Dixon, IL 61021

FOOD SERVICE

ADVISORY COMMITTEE
1982-83

Gail Beck Assistant Dietician
KSB Hospital
Dixon, IL 61021
732-7387

Joyce Miller, R.D. Director of Dietary Service
KSB Hospital
Dixon, IL 61021

Ted Lightbody ARA Food Service
Sauk Valley College
Dixon, IL 61021

Dorothy Kamykowski, R.D. . . Dietary Services
Community General Hospital
Sterling, IL 61081

Wayne Weston Culinary Arts Instructor
Whiteside Area Vocational Center
Sterling, IL 61081
626-5810

Larry Smith Walgreens Restaurant
Home Address:
Dixon, IL 61021

Don Hamilton White House Restaurant
Home Address:
Dixon, IL 61021

Kevin Bendon Servomation - SVC Cafeteria
Sauk Valley College
Dixon, IL 61021

DIVISION OF COMMUNITY AND EXTENDED SERVICES

COMMUNITY SERVICE

ADVISORY COMMITTEE
1982-83

Mel Swanlund Amboy High School
Amboy, IL 61310
857-3632 or 857-3765

Bob Cicciarelli Ashton High School
Ashton, IL 61006
453-7461 or 453-2415

Leonard Gerth Chadwick High School
Chadwick, IL 61014
684-5191

Dr. Michael Heckman Dixon Public Schools

Dixon, IL 61021
284-7722

Dr. Martin Power Franklin Center High School
Franklin Grove, IL 61031
857-2724

Dorothea Rahn Milledgeville High School
Milledgeville, IL 61051
225-7143

Dale Hall Polo High School
Polo, IL 61064
946-3314

Nancy Thielen Rock Falls School District #13
Business Office
Rock Falls, IL 61071
626-2627

Susan Dixon Senior Studies Coordinator SVC

Dixon, IL 61021
288-2775

Richard J. Holtam Sauk Valley College

Dixon, IL 61021

William Gengenbach Thomson High School
Thomson, IL 61285
259-2735 or 259-8279

Romaine Coulson Walnut High School
Walnut, IL 61376
379-2434

COMMUNITY SERVICE

ADVISORY COMMITTEE
1982-83

Page 2

Barb Ballew	Prophetstown High School 509½ Washington Prophetstown, IL 61277 537-5240 or 537-5161
Pat Wiersema	Riverbend District Office 1000 11th Avenue Fulton, IL 61252 589-2711
Sue Vance	Tampico High School Tampico, IL 61283 438-3085 or 438-3095

For Board Meeting of
November 22, 1982

Agenda Item G-1

POLICY REVISION

(FIRST READING)

Since last January, there has been a Board committee at work to review and revise our policies related to the conduct of Board meetings. Considerable research has been conducted regarding the practice and experience of other colleges. Analysis of our local needs has been made and policy revisions are being proposed for the following:

- 112.01 Meetings Open to the Public
- 114.01 Board Meeting Agenda
- 114.02 Conduct of Meeting
- 114.03 Recording, Photographing, and Televising Board and Committee Meetings, News Media

The drafts of the foregoing policies will be reviewed by the Board, sitting as a "committee of the whole" at the announced pre-meeting session. If the committee chooses, it can submit those policy recommendations for "first reading" at this point in the regular meeting.

112.01 - MEETINGS OPEN TO PUBLIC

The Board, and its committees, shall comply with the Illinois Open Meetings Act as amended.

All meetings required to be public shall be held at specified times and in places which are convenient to the public. No meeting required to be public shall be held on a legal holiday unless the regular meeting day falls on that holiday.

Public notice of all meetings shall be given in compliance with law.

Chapter 102
Par. 42.01

Revised December 20, 1982

No longer needed, formerly page #2 of Meetings Open to
the Public

113.01 Inspection of Board Records and Account

This policy is the same and has not been revised

114.01 - BOARD MEETING AGENDA

- A. The President of the College will prepare the agenda of meetings for the Board of Trustees after conferring with the Chairperson of the Board. The Trustees may introduce agenda items through the Board Chairperson or the President of the College.
- B. The Trustees will receive copies of the agenda of regular and special meetings and any available supporting materials, at least 48 hours prior to each meeting. These materials will be hand-delivered or sent by mail.
- C. Copies of the agenda for each public meeting of the Board of Trustees will be sent to all news media in the College District and will be placed on file in the President's office for public inspection prior to regular and special meetings.
- D. The Board agenda shall contain an item called "Communications from Visitors." At this time on the agenda, citizens of the College District may be heard on petitions previously filed or request to be heard on specific agenda items. At this time, any written communications for the Board not previously delivered to the Board shall be furnished to it. In the Chairperson's discretion, any written communication to the Board may be read aloud by the Chairman, a member of the Board, by the President or by his designee.

Chapter 102
Par. 42.02 (b)

Revised December 20, 1982

114.02 - CONDUCT OF MEETING

A. Roberts Rules of Order shall be used as a guide in the conduct of all meetings of the Board of Trustees or its committees.

B. Presentation of items of business shall follow the Agenda, unless varied by the Chairperson.

C. The Board welcomes attendance of citizens of the District at its meetings, and encourages their interest in the conduct of the affairs of the College. The Board also welcomes the orderly expression of concerns by citizens or organizations relating to the welfare of the College. In order that Board meetings may be orderly and serve the purpose of all concerned, the following additional rules shall govern visitors' participation in Board meetings:

1. Citizens or organizations wishing to present written or oral proposals or petitions regarding matters of interest to the citizen or the Board, shall summarize such proposals in writing and furnish them to the Secretary of The Board 7 days prior to the meeting. Such proponents or petitioners shall be assigned a period not to exceed 10 minutes on the meeting agenda during the period for "Communications From Visitors" for any comments or additional oral materials the proponent or petitioner wishes to furnish in regard to the proposals. In the event an opponent to the proposal or petition is present, such opponent shall be given a like period of time to address the Board. The Chairperson may limit the number of citizen petitions to be heard at a particular meeting in the interests of time, but shall cause any petition not heard to be placed on the agenda for the next meeting.

2. Citizens or organizations may be heard without prior written notice on matters on the agenda by requesting permission of the Chairperson during the "Communication From Visitors" portion of the meeting. The Chair shall, during such time on the agenda, ask whether any members of the public wish to be heard on any agenda item. At the commencement of consideration of that item on the agenda during the course of the meeting, the citizen shall be called upon and permitted to address the Board on such item. Speakers for or against an item on the agenda shall be limited to a total of 5 minutes of meeting time for his, her, or their statement. If more than one person wishes to address the Board, the time shall be divided among them. If there are proponents and opponents present, an additional 5 minutes shall be accorded so that the proponents and the opponents each have a total of 5 minutes available for a statement of their position.

3. Although citizens may address the Board on agenda items pursuant to Paragraph 2 hereof, it is usually beneficial to the Board and citizen or organization to inform the Secretary of the Board of the citizen's or organization's desire to speak and to give a general outline of concerns at least twenty-four hours in advance of the meeting. The advance notice permits Administration to solicit further helpful information and may avoid delay in acting on or responding to the item or concern.

4. Persons addressing the Board shall address the Board as a whole or shall address the Chairperson. No more than two persons shall address the Board on the same topic on the same side of an issue. Questions directed to individual Trustees shall be deemed out of order and are not permitted. Individual Trustees may pose questions to the citizen speaking. Presentation by the citizen and response to any questions by the citizen shall be orderly.

5. After the citizen or citizens' allotted time has lapsed, the citizen shall not further address the Board unless requested to do so by the Chair. The Board shall not respond to questions asked during the course of the meeting except as permitted herein. Persons attending the meeting shall not be permitted to interject comments or questions during the Board's discussion of a matter.

6. The Chairperson may, for good cause, extend the time limitations provided for herein. The Chairperson may terminate the privilege of addressing the Board to any speaker who does not conduct himself or herself in an orderly, decorous and respectful manner. The Chairperson shall serve as spokesman for the full Board at all meetings of the Board.

7. The Board is not obligated to act upon items presented by citizens or organizations.

D. These rules shall apply to committee meetings, to the extent applicable.

Revised December 20, 1982

114.03 - RECORDING, PHOTOGRAPHING AND TELEVISING BOARD AND
COMMITTEE MEETINGS, NEWS MEDIA

A. Recordation. Any person may record proceedings at meetings of the Board or committees open to the public. Such recordation may be by tape, film, videotape, or other means. Such recordation shall not be done in such manner as to distract, disrupt or otherwise interfere with the operation of the meeting by the Board or the committee.

The Board shall provide a central location for microphones. The location shall be such that microphones of good quality and recording equipment of good quality will be able to pick up the voices of the Board member speaking in customary and ordinary tones used at Board meetings, and shall not be further than fifteen feet from any Board member. Unless the College shall provide a pooled microphone with leads, any person seeking to use the provided central location for microphones shall provide their own microphone and cable to connect such microphone to the recorder away from the Board table. Placement of any wires or cables shall be done in such manner as to minimize any safety hazard. Except for the central location, no recording microphones or other recording devices shall be allowed on the Board table, except as may be provided by the College.

B. Lights and Flash Bulbs. During the meetings of the Board or any committee, no flash bulbs, or lights other than normal room lighting shall be used.

C. Television Cameras. During any meeting of the Board or committee, television cameras shall not be placed where they impede the view of the Trustees by any persons in attendance. Television cameras shall not be closer to the meeting table than the table or other location provided for members of the news media.

D. Location for News Media. A place, in reasonable proximity to the Board's meeting table, shall be provided for members of the news media. If reasonably possible, a table will be provided for the convenience of the members of the news media.

Chapter 102
Par. 42.05

Revised December 20, 1982

For Board Meeting
of November 22, 1982

Agenda Item G-2

ELECTION OF OFFICERS

After last year's November election of Board members, the Board organized with its present officers. That organization took place, as prescribed by law, on the first Monday in December.

Our local policy (107.01) establishes terms of office for our Chairperson, Vice-Chairperson, and secretary for one year. It is necessary now to conduct a new election of officers for the next year to take effect after this meeting.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 11-1-82

MEMORANDUM

O: Dr. Hal Garner

AGENDA ITEM I-1

Board Meeting of November 22

ROM: Robert Edison

BoM

Enclosed herein is correspondence relative to our last inspection of our drives and parking lots.

The foregoing type of report has normally been submitted to the Board on an annual basis with, or without, recommendations to take effective action.

I will request another survey next spring for work which might be required during the summer months.

RE:fsb

Encl.

RECEIVED
NOV 1 1982
Ofc. of the President

HAROLD P. WENDLER and Associates, Inc.

Consulting Structural Engineers - Civil Engineers - Land Surveyors

October 25, 1982

Mr. Robert Edison
Dean of Business Services
Sauk Valley College
R. R. 5
Dixon, IL 61021

Re: Parking Lots and Drives

Dear Mr. Edison:

As requested by your office, I have inspected all drives and parking lots at the college. They are in generally good condition which is the result of your excellent maintenance program.

Several areas in the East Lot have alligator cracking. These areas should be repaired; however, I would suggest that they be checked in the spring to determine the amount of work required after winter takes its toll. This way, the work could be scheduled for next summer.

All other lots and the drives require no repair work at this time. Some maintenance work consisting of crack filling should also be scheduled for next summer.

The cost of all of this work can vary depending on the severity of the winter, the price of asphalt and other factors. Presently I would estimate the cost of all this work to range from \$5,000 to \$10,000. I realize that this is quite a range; however, if we check these areas again in the spring, we can give you an accurate estimate at that time.

We hope that this will give you the information you desire. Should you have any questions or need any additional information, do not hesitate to contact me.

Very truly yours,

HAROLD P. WENDLER AND ASSOCIATES, INC.

Harold P. Wendler

Harold P. Wendler
Registered Professional
& Structural Engineer

HPW/plh

RESEARCH SURVEYS RELATED
TO PRE-REGISTRATION AND REGISTRATION

July and August 1982

A Report

Karen Shapton

Al Hardersen

November 29, 1982

RESEARCH SURVEYS RELATED TO PRE-REGISTRATION AND REGISTRATION

JULY AND AUGUST 1982

Introduction

Three studies were conducted by the Office of Admissions and the Office of Planning and Resource Development during the summer of 1982. Although somewhat informal in nature and not adhering to strict research guidelines, the studies provided valuable information about students' informational sources and intentions during the pre-registration and registration processes. These three studies should be considered exploratory in nature. Many questions were raised that will be followed up in the future.

The first study was conducted in July and was confined to those returning students eligible for pre-registration but who had not done so by mid-July. The study was designed to gather data about information sources and also to try to determine why students had not yet pre-registered.

The second study was a telephone survey conducted for all those returning students eligible to pre-register but who did not come in on the special pre-registration day, July 21. This study was designed to determine the intentions of those eligible to pre-register, and if a student did not intend to pre-register, to determine why he or she was not pre-registering.

The third study was conducted during stand-up registration on August 25 and 26. It was designed to determine what information sources were most effective in bringing people in to register and also to provide information on the new format for the mailer and class schedule.

One of the principle criteria in designing the surveys was simplicity. It was essential to make the survey forms as easy to complete as possible or the student would not take the time to do it. Very often students are engaged in filling out a number of forms, and we did not wish to add to their burden. The information gathered will serve as base-line data as we may repeat, in somewhat more sophisticated form, the surveys conducted over the summer. After several semesters we should see some patterns and trends emerge and be able to adapt our pre-registration, registration, marketing and promotion efforts accordingly.

Acknowledgements

Special thanks are given to Al Pfeifer at the Data Center who prepared a special computer program to analyze the telephone survey, the staff and work-study students in the Counseling and Admissions office who conducted the telephone survey, the Workroom staff who ran off many copies of survey forms on short notice, Cindy Kemp who typed, retyped, and typed again many drafts of the survey forms, and the entire Admissions office staff who provided a great deal of support, encouragement, and assistance in conducting all three studies.

SURVEY #1, CONDUCTED JULY 21, 1982

Target group: Students coming in to register on the special pre-registration day for returning students held on July 21, 1982.

Rationale and Methodology: By early in July, it was evident that pre-registration for Fall 1982 was lagging seriously behind compared to the previous year. There was great concern about why students had not pre-registered in the spring when the opportunity was available. The Office of Admissions conducted a special pre-registration day for these students. The Data Center prepared a list of all students eligible to pre-register but who had not done so by July 14. An attempt was made to purge the list such that graduates, obvious community service students who were taking only 1 or 2 credits, and other students unlikely to return to school were eliminated from the list. Personal letters were sent to the 1,087 students who remained on the list, informing them of a special pre-registration day to be held on July 21. In addition, a news release was prepared and sent to the local media, and two newspaper advertisements were run.

As a result of these efforts, 210 students registered for 2,112 credit hours on July 21. The students were given a brief survey form to complete (Exhibit 1).

Findings: As would be expected, 76% of the returning students who came in to pre-register on July 21 did so as a result of the letter sent to them. 5.8% came in response to an article in the paper, 5% had heard about it from someone else, and 13.2% had other sources of information. 57.7% of those responding were full-time students, while 42.3% were part-time students.

An attempt was made to determine why these students did not pre-register during the spring semester while they were on campus.

69.7% indicated that they had not talked with an instructor about pre-registration during the spring semester, while 30.3% indicated that they had.

Conclusions and Recommendations: It would appear that a personalized and very targeted approach generates the best response to preregistration. 19.3% of those who received letters came in on the specified day. They probably accounted for a large proportion of the full-time students who had not yet pre-registered. This was confirmed by the stand-up registration survey which indicated a rather low percentage of full-time students registering.

There were two other factors which we were not aware of at the time the letters were sent. First, financial aid processing had not been completed on the students who had applied for financial aid. This occurred because of the delays and changes in state and federal regulations. Apparently, many students were waiting to hear about their financial aid status before they came in to pre-register. 505 students did, in fact, come in to pre-register during the first two weeks of August after notification of financial aid status was sent. It is not known whether all of these students were financial aid recipients but it can be surmised that many were. Second, the list on which letters were based was not as clean as it might have been. There were, in fact, considerable numbers of students who had already graduated and considerable numbers of community service students included in the list. This fact was uncovered when we were conducting the telephone survey and will be commented upon further later.

Both of these factors affected the Office of Admissions' ability to really zero in on a well-defined target population. A way must be found to get cleaner lists from the Data Center, perhaps through more

specificity in the request, or through more specificity in the program which generates the list. In addition, closer communication and coordination among all offices having an effect on pre-registration of students would be helpful.

There is a strong indication that instructors must take a more active and personalized role in making students aware of the pre-registration process during the spring semester. A one-time reading of a notice about pre-registration or a simple posting of a notice is not sufficient. The students need to have an awareness built over several days or weeks time. The student must understand the benefits accruing to him or her from pre-registration in the spring. In addition, they must understand that they can pre-register even if their financial aid status is uncertain. There must be a cooperative effort among Student Services, Instruction, and Public Information.

SURVEY #2, CONDUCTED JULY 22 - AUGUST 1

Target group: Students who still had not pre-registered after July 21.

Rationale and Methodology: The special pre-registration day was followed up with a telephone survey to determine the intent of those students who had not yet come in. After the names of those students who had come in to pre-register on July 21 were removed, a total population of 877 students remained.

A simple, branching telephone survey was designed. Six work-study students from Admissions and Counseling were given a brief orientation to acquaint them with the survey and to role-play a few situations that might be difficult to handle. 342 students were telephoned between July 22 and August 1. A copy of the survey and the tabulation of returns is

included in Exhibit 2. The responses were coded onto machine readable response sheets and tabulated by the Data Center. There were some inconsistencies in the way the response sheets were coded so that the figures and percentages may not be absolutely consistent. However, they are close enough to provide us with some reliable information.

For each of the reasons given for not returning (Question 9) we attempted to make a referral to some program or service here at the college that might be of assistance to the student. For instance, if a financial problem was indicated, the student was referred to the Financial Aids Office.

During the first evening of the survey it became clear that we did not have a clean list to work from. Many students responded that they had already graduated. Many students responded that they had only taken one or two hours of credits in a community service class and some did not recall taking a course last year at all. The Admissions Office then purged the list further by hand and eliminated approximately 300 more students. Calling was discontinued after August 1st due to lack of time to complete all of the calls of the total population. However, a large enough sample was obtained in a random fashion to provide valid data that can be generalized for the entire population.

Findings: We were reassured to know that 38.9% of those we called did in fact intend to pre-register for classes in the fall. These students intended to register for 873 credit hours or an average of 7.73 hours each. An additional 14% were unsure. We discovered that 38 of the students or approximately 11% had in fact already registered. Again we were confronted with a clean list problem.

Of those not intending to return or who were unsure, by far the largest percentage (27%) indicated that they were transferring to another college. The second most prevalent reason for not registering

was a full time job with no time to continue an education (22%). 13% of the students indicated that they were working and there was a schedule conflict. Taken together, 36% of the students had a work related reason for not returning. 13% indicated that there were financial problems that prevented them from returning to school--perhaps a surprisingly low figure given current conditions.

Conclusions and Recommendation:

We are already aware that there is a need to be sensitive to building schedules that can accommodate working students. However, the data suggests that even more attention should be given to the needs of working students.

The large percentage transferring prior to completing their A.A or A.S. degree is worthy of additional study to determine why this occurs and if there are majors where it occurs most frequently.

There is some concern about the 4% who indicated they were not returning due to child care problems. This may indicate that child care center hours are not coinciding with the need, or that there is not sufficient awareness of the child care center services. Further study of this question is warranted.

The benefits of this study transcended those of merely gathering statistical information. We were able to contact in person 342 students who had been here at the college before. This sort of personal contact indicates to the student that in fact there is someone here who cares about them as individuals. The community relations benefit was very positive. In addition the callers were able to refer students to sources of information that might be of assistance to them in either overcoming problems or helping them make their decisions. In cases where follow-up was indicated, Admissions sent out the material that was requested.

Once the problem of generating clean lists can be solved, a telephone contact such as this on a continuing basis is believed to be very beneficial to the college both in terms of gathering information about why students don't return, gathering information in order to project credit hours for returning students, and to help students solve problems.

SURVEY #3, CONDUCTED AUGUST 26-27

Target group: Students registering during stand-up registration.

Rationale and Methodology: A survey was conducted during stand-up registration on August 25 and 26 to gather data about information sources that the registrants used. A copy of the survey instrument with tabulations included is found in Exhibit 3. In addition to grand totals for the survey, the results were tabulated by four categories of students: Returning Students--Full time; Returning Students--Part time; New Students--Full time; New Students--Part time. This break down was done to see if there were significant differences between these groups of students in their use of information sources or their use of Pathfinder. While no statistical tests of significance were performed, the percentages make it clear where areas of difference occurred.

Findings: 428 students completed the survey within the two days it was given. Of those, 63.1% were returning students and 36.9% were new students. 13.6% were full time students and 83.9% were part time students (2.5% no response). As indicated before, most full time students pre-register prior to stand up registration.

The information sources used are arranged in rank order in Exhibit 4. It should be noted that multiple responses were permitted and respondents often checked more than one information source.

It is clear that Pathfinder had a significant impact on those who received it. It was cited by far as the biggest single information source that brought students to the college for stand-up registration. This was true across all groups of students. Word of mouth, and friend or relative ranked 3rd and 4th suggesting that there is a significant secondary affect among the various information sources we use to inform the public about our programs and services.

One should not conclude that some of the sources that received a low percentage ranking such as newspaper ads or newspaper articles did not contribute significantly to the overall effort. The total promotional strategy was intended as an interlocking strategy with ads, articles, radio announcements and the mailer all re-enforcing one another to heighten awareness of registration and the fall program. Most of the newspaper ads and newspaper articles were highly targeted rather than being general in nature. This in itself would draw a rather small response in terms of the overall number registering.

The question related to the name of the schedule/magazine was not a valid question since the name is given further on in the survey. However, most of the respondents seem to have answered it honestly with an indication that just over 61% recalled clearly the name of the magazine. It was very encouraging to note that 65% of those receiving the magazine did in fact read some of the articles and found them useful in selecting courses or knowing about some of our programs and services.

The most significant differences in information that occurred among the four groups of students analyzed are shown in Exhibit 5. Full time students relied much less heavily on the mailer than new or retraining part time students. The dominant information source for new full time

students was information received at high school. We must continue to improve this effort. While there were only 15 students in this group it might be interesting to follow up and determine why they did not pre-register during spring when registration of high school students was occurring.

New part time students depended much more heavily on word of mouth as an information source than the other classifications of students. In other words, positive referrals from people they come in contact with bring them into the college. Also new students, whether full or part time, were much more heavily influenced by friends and relatives than returning students. There was a heavier influence the second day from friends or relatives than there was the first day. This might be the result of the advertising, and promotion campaign, particularly the radio announcements, which would stimulate the friend or relative to encourage the student to come out and register.

OPEN ENDED RESPONSES

Survey #1 and Survey #3 both provided an opportunity for open ended responses. Those responses are included in Exhibit 5 verbatim as they were recorded on the survey sheets. This kind of open ended response provides much valuable information in terms of improving the registration and information process.

On the whole the comments on the registration process and the new Pathfinder were extremely positive. The expanded amount of information provided in the Pathfinder was extremely helpful to those registering. Efforts should be continued to keep simplifying information, making it easier for the registrant to find information, and explaining as many programs and services as possible.

There was some indication that course descriptions are needed in the Pathfinder. The marketing group had considered including course descriptions at one point last winter but limitations on space and the need for briefer, clearer course descriptions prevented them from being used at this time. It has been recommended that simpler, brief and clear course descriptions need to be written for all courses and included in the schedule.

SUMMARY COMMENTS

Overall the three studies described above had many beneficial aspects including:

1. Statistical information to confirm some intuitive hypotheses
2. Positive community relations
3. Beneficial and positive relations among various offices working together on the study
4. Indicators of some problem areas in the data base and record keeping systems that will deserve further study
5. Base line data for future studies and follow up especially for transfer students
6. Subjective information in the form of open ended responses that will assist in refining the registration process and marketing efforts.

There were several limitations to the research that was conducted:

1. The design in each of the studies was not rigorous
2. No tests of statistical significance were performed on the data, only simple tabulations and percentages were done. This was in part because of the difficulty of getting the data into machine readable form and the lack of good statistical packages on the computer. Should a statistical package become available for either a microcomputer or the main frame, it will be much easier to perform analysis on these types of studies.

3. The list of students we were working with for surveys number one and number two were not clean according to what had been hoped for. Some thought must be given to better ways to develop clean lists meeting given specifications.

All in all, we believe the effort expended on this type of research is well worth while. As we do more and more of it, the processes will become more sophisticated, particularly with assistance from computerized statistical packages. We hope that we have provided some incentive for all divisions of the college to conduct this type of research as an aid to planning.

Al Hardersen, Karen Shapton

November 29, 1982

cck

TALLY SHEET

July 21, 1982

Please Answer

1.) What brought you in to pre-register today?

(76%) 92 a.) letter
(5.8%) { 1 b.) news release
 { 6 c.) article in paper
(5%) 6 d.) word of mouth
(13.2%) 16 e.) other _____

Comments on e.) Other:
Financial Aid Appointment
Instructor
Ceta
Radio Announcement
Dropped By

121

2.) Did you talk with an instructor about pre-registration during Spring semester?

(30.3%) 36 yes 83 no (69.7%) N=119

3.) Are you a full time student (12 credits or more)?

(57.7%) 71 yes 52 no (43.3%) N=123

4.) Have you been advised to delay registration?

3 yes 115 no N=118

Who advised you to wait? One response: Ceta

5.) Do you have any suggestions to make about registration?

4 yes 106 no

- Keep having registration after normal working hours, it sure makes it handy for those who are working.
- It would be great if all the advisors would be present. I understood from the letter they would be today.
- Counselors were very helpful.
- More counselors available to the students and maybe set up in a classroom with a little more organization.

Thank you

GENERAL COMMENTS: Felt lost on which subjects to take.

Put the game room back where it used to be.

Received very helpful registration information.

ALLS ATTEMPTED: 1 2 3 4

TELEPHONE SURVEY

Students Not Yet Pre registered

say I please speak to _____ (Fill in name in 17 too)

My name is _____. I am with Sauk Valley College and we
 asking a sample survey to learn more about our students in order to
 de better service. Would you help us by taking about 3
 minutes to answer some questions?

1. A. No Well, thank you for your time. Please let us know if we may be of service to you in any way.
 Good bye. (End)

B. Yes Thank you! I'm sure your answers will help us quite a bit! (Proceed to Question #2)

2. According to our registration records, you attended last spring, but as of today, you had not yet pre-registered
 for Fall classes. Are our records correct? → YES (1) 304 NO (2) 38 (Line 2)

*3. Do you plan to enroll this semester? (Data Error = 3)

117 (38.9) YES(1) ↓

↓ NO(2)142(47.1) DON'T KNOW(3)42. (Line 3) N=301

4. Approximately how many hours do
 you plan to take? 873 (Line 4) total

5. What is your major? _____
 _____ (Line 5)

6. When do you think you will
 register?
 _____ Month (Line 6)

Open counseling will be held Aug. 2 -
 Aug. 20, 9-5 MWF; 9-9 T Th. You can
 walk in without an appointment for
 assistance.

*9. Could you please tell us what is influencing your
 decision. (Check one or two reasons) (Line 9 & 10)

- (1) 9 Moving
- (2) 1 Need/Prefer work
- (3) 27 Transfer to another college
- (4) 4 No classes of interest
- (5) 22 Working - no time
- (6) 13 Working - schedule conflict
- (7) 13 Financial problem
- (8) 1 Scheduling problem
- (9) Bad grades
- (10) 2 Transportation
- (11) 4 Child care
- (12) CETA ended or reduced
- (13) 2 Don't know about financial aid status yet
- (14) 2 Not enough information
- (15) Other _____

You have already
 registered (Pause for
 affirmative. If negat.
 go to #3). No problem.
 we must not have our
 records quite up to date.
 We'll take care of it.

*15. For how many hours
 did you enroll.
 375 (Line 15)

*16. What is your major?
 _____ (Line 16)

GO TO 17

7. Is there any information we can
 mail you to assist you? NO
 YES

(Referrals related to 9 above)

10. Do you know about our

- (2) Job Placement Service/Workstudy
- (3) (4) New mailer which will be in home about Aug. 2
- (5) (6) Day and evening classes
- (12) (7) Financial Aid program/workstudy
- (8) Day and evening classes
- (9) Tutoring program
- (10) Car pool board
- (11) Child Care Center
- (13) Letters in mail now thru Aug. 1
- (14) Mailer in home about Aug. 2
- (Other) _____

(If referral made, indicate what by checking number)

8. Would you like someone to call
 you to assist you? NO
 YES

*11. Do you plan to enroll sometime in the future? (Line 11)

← NO (GO TO #7) 13 YES (Continue) 2 NR or unsure = 286

12. About when do you think you will return?
 _____ (Line 11 & 12)

13. Would you like to be placed on our mailing list for
 Spring 1983 for special information?

YES NO

GO TO 7

What time would be best for you?

GO TO 17

17. _____ (name)

That's all of my questions. Thank you so much for your help. Please let us know if we may
 help you in the future. Watch for our mailer with class schedule early in August. Good bye.

Comments: _____

7-21-82

1. Have you taken classes at Sauk before?

(63.1%) (36.9%)
270 Yes 158 No N=428

2. Are you a full time student (12 credits or more)?

(13.6%) (83.9%)
58 Yes 359 No 11 no response

3. Where did you get the information that brought you here to sign up for classes: (multiple responses permitted)

(37.2) 213 Mailer received in home with schedule of classes in it
 (13.8) 22 Newspaper advertisement
 (2.1) 12 Newspaper article
 (2.6) 15 Radio announcement
 (7.7) 44 Word of mouth
 (9.6) 55 Friend or relative
 (3.8) 22 Program brochure
 (17.6) 101 I am a continuing student
 (1.6) 9 Letter from the college
 (.5) 3 Phone call from the college
 (3) 17 Information received from teacher or counselor at Sauk
 (5.9) 34 Information received at high school
 (4.5) 26 Other (describe) See attached

N=573

4. Do you recall receiving our mailer/magazine with the class schedules in it in your home? (Multiple responses permitted)

(83.5) (15.6) (.1)
348 Yes 65 No 4 No response N=417

If Yes --

Do you recall the name of the magazine?

(61.8) 217 Yes (38.2) 134 No (.1) 3 No response

What is it? _____

Did you read any of the articles?

(65) 230 Yes (32.2) 114 No (2.8) 10 No response N=354

If so, did the articles help you in:

(38) 117 selecting courses

(29.2) 90 knowing about some of our services

(32.8) 101 knowing about our programs

N=308

Comments on the Pathfinder: See Exhibit 5

5. Do you have any suggestions to make about improving our registration procedures or general comments? See Exhibit 5

INFORMATION SOURCES - RANK ORDER

<u>%</u>	<u>N</u>	<u>Source</u>
32.2	213	Mailer received in house with schedule
17.6	101	I am a continuing student
9.6	55	Friend or relative
7.7	44	Word of mouth
5.9	34	Information received at high school
4.5	26	Other (See Exhibit 5)
3.8	22	Newspaper advertisement
3.8	22	Program brochure
3	17	Information received from teacher or counselor at Sauk
2.6	15	Radio announcement
2.1	12	Newspaper article
1.6	9	Letter from college
.5	3	Phone call from college

COMPARISON OF INFORMATION SOURCE BY STUDENT TYPE

	New Student Full Time		New Student Part Time		Returning Student Full Time		Returning Student Part Time	
	n	%	n	%	n	%	n	%
1. Mailer	7	17.5	64	35.9	14	34.1	128	40.8
2. News ad	0		9	5	1	2.4	12	3.8
3. News article	1	2.5	7	3.9	0		4	1.3
4. Radio			7	3.9	0		8	2.5
5. Word of mouth	3	7.5	23	12.9	1	2.4	17	5.4
6. Friend or relative	6	15	22	12.4	2	4.9	25	8
7. Program brochure	1	2.5	6	3.4	4	9.7	11	3.5
8. Continuing student			0		16	39	85	27
9. Letter from college	1	2.5	6	3.4	0		2	.6
10. Phone call			1	.5	0		2	.6
11. Sauk teacher/counselor	3	7.5	6	3.4	1	2.4	7	2.2
12. High school	15	37.5	13	7.3	1	2.4	5	1.6
13. Other	3	7.5	14	7.9	1	2.4	8	2.5
N =	40		178		41		314	

Question #3 Information Source - Other

Returning Student - Full time
To get an A.A.S

Returning Student - Part time
Catalog
Desire to become an R.N.
Played at a band concert
G.E. (2)
Better job market
Job requirement (2)
Wanted to reenter program

New Student - Full time
CETA
On my own
My own choice

New Student - Part time
Been here before
St. Mary's unemployed program (2)
Came over to inquire
At work (4)
Central National Bank
CETA
Mother works here
On my own
G.E.
Need the credit

Question #4 Comments on Pathfinder

Returning Student - Full time
Very informative (2)
Pretty good information
It helped out a lot
Very good
Helpful in explaining what is available at Sauk

Returning Student - Part time.
Informative or very informative (12)
OK for new students (rather simple!!)
Much easier to use than schedule formats in the past
Gave good information on the subjects
It was alright
Better than before
Nice or O.K. (4)
Good or very good (9)
Enlightening
Fine idea - keep it up
It helps you plan the next semester
Reassuring
I was hoping for more description of courses but got
these from the catalog
Keep it up
Helpful or very helpful (4)
Good idea (2)
Comprehensive
I liked the regular registration mailer from the past
better - it had better descriptions of the courses
Nice piece of promotionalism
Helpful in selecting courses
An improvement over the larger, fold out mailer
Interesting
Easy to understand
Like it better than the old schedule set up
Great magazine
Well organized
Good idea sending it
Drop it
Helped with schedule decisions

New Student - Full time
Made me aware of what I could take
Some idea of what to take
Very helpful

Question # 4, continued)

New Student - Part time

Good or very good (6)

Helpful, Very helpful (6)

Back page mail in form with credit card payment good

Informative, very informative (5)

Good informational articles (2)

Adequate

Good information

Very good but thought it could have told more

about the classes

It would help if it described the classes more fully

Question #5 Comments on registration or other

Returning Students - Full time

More courteousness in registration workers

Better than previous years

Returning Students - Part time

Set up quite well with registration being all day

and night

The ET Sessions could have been earlier

Great job

I received extraordinary assistance

Very convenient on the first floor

No surveys

New Students - Full time

It would be nice if there were more used books

It helped me out

New Students - Part time

Don't make us fill out forms

Need car pool information

Keep up the good work

Needs to be more courteous

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIVISION OF BUSINESS SALARIES	35,134.65	35,134.65	21,125.77	14,008.88	147,940.00	112,805.35	112,805.35
DIV OF BUS CONTR SERV	5,877.50	5,877.50	5,824.50	53.00	6,300.00	422.50	422.50
DIV OF BUS SUPPLIES	5,268.48	5,268.48	1,359.33	3,909.15	10,525.00	5,256.52	5,256.52
DIV OF BUS CONF & MEETINGS	490.52	490.52	265.60	224.92	1,850.00	1,359.48	1,359.48
FOOD SERVICES CONTR SERV		.00		.00	200.00	200.00	200.00
FOOD SERV SUPPLIES	.75	.75	.75	.00	225.00	224.25	224.25
FOOD SERV CONF & MEETINGS	14.80	14.80		14.80	125.00	110.20	110.20
DIV OF AGRIC SALARIES	4,909.35	4,909.35	2,945.61	1,963.74	23,565.00	18,655.65	18,655.65
DIV OF AGRIC CONTR SERV		.00		.00	100.00	100.00	100.00
DIV OF AGRIC SUPPLIES	517.43	517.43	236.22	281.21	1,500.00	982.57	982.57
DIV OF AGRIC CONF & MEETINGS		.00		.00	325.00	325.00	325.00
DIV OF INDUS ED SALARIES	38,941.90	38,941.90	23,365.14	15,576.76	155,467.00	116,525.10	116,525.10
DIV OF INDUS ED CONTR SERV	363.00	363.00	363.00	.00	3,500.00	3,137.00	3,137.00
DIV OF INDUS ED SUPPLIES	7,066.04	7,066.04	5,014.84	2,051.20	21,000.00	13,933.96	13,933.96
DIV OF INDUS ED CONF & MEETINGS	1,128.33	1,128.33	962.03	166.30	2,000.00	871.67	871.67
COSMETOLOGY CONTR SERV	26,908.32	26,908.32	19,223.76	7,684.56	45,000.00	18,091.68	18,091.68
COSMETOLOGY SUPPLIES		.00		.00	100.00	100.00	100.00
COSMETOLOGY CONF & MEETINGS	3.00	3.00		3.00	175.00	172.00	172.00
HUMAN SERV CONTR SERV		.00		.00	250.00	250.00	250.00
HUMAN SERV SUPPLIES	294.39	294.39	102.45	191.94	2,050.00	1,755.61	1,755.61
HUMAN SERV CONF & MEETINGS	24.80	24.80	10.40	14.40	450.00	425.20	425.20
DIV OF SOC SCI SALARIES	28,019.25	28,019.25	16,811.55	11,207.70	118,664.00	90,644.75	90,644.75
DIV OF SOC SCI SUPPLIES	871.58	871.58	676.75	194.83	3,000.00	2,128.42	2,128.42
DIV OF SOC SCI CONF & MEETINGS	79.80	79.80	55.80	24.00	1,750.00	1,670.20	1,670.20
E.M.T. CONTR SERV		.00		.00	750.00	750.00	750.00
E.M.T. SUPPLIES	471.00	471.00	346.14	124.86	350.00	121.00 CR	121.00 CR
DIV OF CRIM JUS SALARIES	5,813.85	5,813.85	3,488.31	2,325.54	44,495.00	38,681.15	38,681.15
DIV OF CRIM JUS CONTR SERV		.00		.00	625.00	625.00	625.00
DIV OF CRIM JUS SUPPLIES	1,010.48	1,010.48	30.11	980.37	1,338.00	327.52	327.52
DIV OF CRIM JUS CONF & MEETINGS		.00		.00	850.00	850.00	850.00
LIBRARY TECH SUPPLIES		.00		.00	1,000.00	1,000.00	1,000.00
DIV OF FIRE SCI CONTR SERV		.00		.00	600.00	600.00	600.00
DIV OF FIRE SCI SUPPLIES	16.00	16.00		16.00	775.00	759.00	759.00
DIV OF FIRE SCI CONF & MEETINGS		.00		.00	300.00	300.00	300.00
DIV OF HUMANITIES SALARIES	59,823.50	59,823.50	35,894.10	23,929.40	241,910.00	182,086.50	182,086.50
DIV OF HUMANITIES CONTR SERV		.00		.00	350.00	350.00	350.00

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DIV OF HUMANITIES SUPPLIES	656.46	656.46	350.42	306.04	3,400.00	2743.54	2743.54
DIV OF HUMANITIES CONF & MEETINGS	931.21	931.21	809.73	121.48	3,100.00	2,168.79	2,168.79
ART DEPT SALARIES	4,838.75	4,838.75	2,903.23	1,935.50	23,226.00	18,387.25	18,387.25
ART DEPT CONTR SERV		.00		.00	200.00	200.00	200.00
ART DEPT SUPPLIES	29.29	29.29	26.29	3.00	600.00	570.71	570.71
ART DEPT CONF & MEETINGS	59.00	59.00	59.00	.00	200.00	141.00	141.00
MUSIC DEPT SALARIES	9,525.00	4,525.00	5,715.00	3,810.00	45,720.00	36,195.00	36,195.00
MUSIC DEPT CONTR SERV	170.00	170.00	170.00	.00	1,200.00	1,030.00	1,030.00
DIV OF HUMANITIES MUSIC DEPT SUPPLIES	728.64	728.64	435.03	293.61	1,450.00	721.36	721.36
MUSIC DEPT CONF & MEETINGS		.00		.00	450.00	450.00	450.00
DIV OF MATH SCI SALARIES	44,518.05	44,518.05	26,710.83	17,807.22	179,832.00	135,313.95	135,313.95
DIV OF MATH SCI CONTR SERV	386.33	386.33	386.33	.00	1,287.00	900.67	900.67
DIV OF MATH SCI SUPPLIES	6,863.49	6,863.49	6,025.85	837.64	10,000.00	3,136.51	3,136.51
DIV OF MATH SCI CONF & MEETINGS	60.43	60.43		60.43	1,500.00	1,439.57	1,439.57
DIV OF MED LAB TECH SALARIES	10,645.59	10,645.59	8,208.09	2,437.50	44,560.00	33,914.41	33,914.41
MED LAB TECH CONTR SERV		.00		.00	1,500.00	1,500.00	1,500.00
MED LAB TECH SUPPLIES	3,796.52	3,796.52	2,893.96	902.56	12,161.00	8,364.48	8,364.48
MED LAB TECH CONF & MEETINGS	282.40	282.40	149.95	132.45	1,620.00	1,337.60	1,337.60
DIV OF ADN SALARIES	22,679.89	22,679.89	15,228.99	7,450.90	63,571.00	40,891.11	40,891.11
ADN OFC SALARIES	4,329.37	4,329.37	3,367.29	962.08	11,545.00	7,215.63	7,215.63
ADN CONTR SERV	17.80	17.80		17.80	70.00	52.20	52.20
ADN SUPPLIES	876.44	876.44	614.07	262.37	2,675.00	1,798.56	1,798.56
ADN CONF & MEETINGS	170.42	170.42	30.00	140.42	2,000.00	1,829.58	1,829.58
DIV OF LPN SALARIES	31,347.39	31,347.39	22,107.05	9,240.34	114,269.00	82,921.61	82,921.61
LPN CONTR SERV		.00		.00	345.00	345.00	345.00
LPN SUPPLIES	1,399.70	1,399.70	1,183.97	215.73	2,750.00	1,350.30	1,350.30
LPN CONF & MEETINGS	344.25	344.25	81.00	263.25	1,825.00	1,480.75	1,480.75
DIV OF RAD TECH SALARIES	9,099.08	9,099.08	7,013.26	2,085.82	25,030.00	15,930.92	15,930.92
DIV OF RAD TECH CONTR SERV		.00		.00	1,600.00	1,600.00	1,600.00
RAD TECH SUPPLIES	1,041.56	1,041.56	524.08	517.48	2,490.00	1,448.44	1,448.44
RAD TECH CONF & MEETINGS	485.85	485.85	276.30	208.95	1,920.00	1,434.15	1,434.15
DIV OF PHYS ED SALARIES	8,793.30	8,793.30	5,275.98	3,517.32	42,208.00	33,414.70	33,414.70
DIV OF PHYS ED CONTR SERV		.00		.00	300.00	300.00	300.00
DIV OF PHYS ED SUPPLIES	706.42	706.42	702.54	3.88	2,200.00	1,493.58	1,493.58
DIV OF PHYS ED CONF & MEETINGS		.00		.00	500.00	500.00	500.00
DIV OF NURSING ASST CONTR SERV		.00		.00	300.00	300.00	300.00
NURSING ASST SUPPLIES	33.48	33.48		33.48	400.00	366.52	366.52

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NURSING ASST CONF & MEETINGS		.00		.00	100.00	100.00	100.00
INSTR ADMIN SECR SALARIES	9,129.05	9,129.05	9,757.90	6,288.85 CR	13,860.00	4,730.95	4,730.95
INSTR ADMIN FED WORK STUDY	4,283.02	4,283.02	3,437.13	845.89	12,932.00	8,648.98	8,648.98
WORKROOM FED WORK STUDY	2,517.56	2,517.56	1,738.68	778.88	5,600.00	3,082.44	3,082.44
WORKROOM STATE WORK STUDY	731.98	731.98	731.98	.00	731.98 CR	731.98 CR	
WORKROOM CONTR	4,092.45	4,092.45	4,054.45	38.00	3,100.00	992.45 CR	992.45 CR
INSTR ADMIN UNALLOCATED CONTR	260.09	260.09	260.09	.00	1,900.00	1,639.91	1,639.91
WORKROOM SUPPLIES	195.69	195.69	711.30	515.61 CR	1,000.00	804.31	804.31
FACULTY OFFICE SUPPLIES	185.64	185.64	144.09	41.55	800.00	614.36	614.36
INSTITUTIONAL COMMITTEES	205.84	205.84	198.24	7.60	200.00	5.84 CR	5.84 CR
TUITION REIMBURSEMENT	3,639.72	3,639.72	1,539.56	2,100.16	6,600.00	2,960.28	2,960.28
PUBLIC INFO ADMIN SALARIES	11,335.50	11,335.50	8,816.50	2,519.00	30,228.00	18,892.50	18,892.50
PUB INFO SECR SALARIES	1,03.60	1,03.60	1,03.60	.00	2,000.00	1,896.40	1,896.40
PUB INFO SUPPLIES	19,947.34	19,947.34	14,446.90	5,500.44	73,900.00	53,952.66	53,952.66
PUB INFO CONF & MEETINGS	259.90	259.90	222.70	37.20	900.00	640.10	640.10
ASST DEAN ARTS & SOC SCI---							
SALARY	11,521.11	11,521.11	8,960.87	2,560.24	30,723.00	19,201.89	19,201.89
PART TIME OVERLOAD	11,812.50	11,812.50	750.00	11,062.50	38,500.00	26,687.50	26,687.50
SUMMER SESSION	55,198.00	55,198.00	55,198.00	.00	44,820.00	10,378.00 CR	10,378.00 CR
SECR SALARY	4,296.24	4,298.24	3,343.08	955.16	11,462.00	7,163.76	7,163.76
FED WORK STUDY	1,829.96	1,829.96	1,283.07	546.89	5,800.00	3,970.04	3,970.04
SUPPLIES	243.38	243.38	181.03	62.35	800.00	556.62	556.62
CONF & MEETINGS	138.15	138.15	48.00	90.15	1,900.00	1,761.85	1,761.85
ASST DEAN BUS & TECH---							
SALARY	12,127.50	12,127.50	9,432.50	2,695.00	32,340.00	20,212.50	20,212.50
PART TIME OVERLOAD	19,117.45	19,117.45	931.22	18,186.23	90,341.00	71,223.55	71,223.55
NIGHT PREMIUMS	500.00	500.00		500.00	500.00 CR	500.00 CR	
SUMMER SESSION	35,780.85	35,780.85	35,742.35	38.50	33,750.00	20,308.50 CR	20,308.50 CR
SECR SALARY	4,965.75	4,965.75	3,862.25	1,103.50	13,242.00	8,276.25	8,276.25
FED WORK STUDY	2,548.55	2,548.55	1,386.08	1,162.47	11,256.00	8,707.45	8,707.45
SUPPLIES	203.47	203.47	191.82	11.65	900.00	696.53	696.53
CONF & MEETINGS	682.13	682.13	258.78	423.35	2,550.00	1,867.87	1,867.87
ASST DEAN COMMUNITY & EXTN SERV---							
SALARY	14,033.47	14,033.47	10,729.75	3,303.72	39,645.00	25,611.53	25,611.53
INSTR SALARIES	27,612.51	27,612.51	13,712.50	13,900.01	102,000.00	74,387.49	74,387.49

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COMMUNITY SERV COORD	940.00	940.00	940.00	.00	6,280.00	5,340.00	5,340.00
SECR SALARY	4,273.49	4,273.49	3,323.83	949.66	11,396.00	7,122.51	7,122.51
FED WORK STUDY	1,055.26	1,055.26	921.26	134.00	3,655.00	2,599.74	2,599.74
CONTR SERV	380.00	380.00	65.00	315.00	3,500.00	3,120.00	3,120.00
SUPPLIES	1,043.14	1,043.14	815.62	227.52	3,000.00	1,956.86	1,956.86
CONF & MEETINGS	776.49	776.49	592.29	184.20	2,500.00	1,723.51	1,723.51
ASST DEAN. HEALTH & NAT SCI---							
SALARY	12,127.50	12,127.50	9,432.50	2,695.00	32,340.00	20,212.50	20,212.50
PART TIME OVERLOAD	17,320.61	17,320.61	9,291.73	8,028.88	74,000.00	56,679.39	56,679.39
SUMMER SESSION	28,458.31	28,458.31	28,458.31	.00	25,000.00	3,458.31 CR	3,458.31 CR
FED WORK STUDY	3,410.27	3,410.27	2,161.89	1,248.38	13,596.00	10,185.73	10,185.73
STATE WQRK STUDY	96.25	96.25	96.25	.00		96.25 CR	96.25 CR
CONTR SERV	.00	.00	.00	.00	300.00	300.00	300.00
SUPPLIES	231.66	231.66	173.27	58.39	800.00	568.34	568.34
CONF & MEETINGS	100.20	100.20	45.00	55.20	1,850.00	1,749.80	1,749.80
ACADEMIC SKILLS SALARIES	10,340.95	10,340.95	6,204.57	4,136.38	69,473.00	59,132.05	59,132.05
ACADEMIC SKILLS CONTR SERV	35.00	35.00		35.00	500.00	465.00	465.00
ACADEM SKILLS SUPPLIES	992.83	992.83	907.25	85.58	1,000.00	7.17	7.17
ACADEM SKILLS CONF & MEETINGS	.00	.00	.00	.00	500.00	500.00	500.00
HONORS PROGRAM CONTR SERV	.00	.00	.00	.00	1,000.00	1,00.00	100.00
HONORS PROGRAM SUPPLIES	17.85	17.85	17.85	.00	110.00	92.15	92.15
HONORS PROG CONF & MEETINGS	.00	.00	.00	.00	550.00	550.00	550.00
DEAN OF INSTR SALARY	14,324.24	14,324.24	11,141.08	3,183.16	38,198.00	23,873.76	23,873.76
DEAN OF INSTR SECR SALARY	5,504.98	5,504.98	4,281.66	1,223.32	14,680.00	9,175.02	9,175.02
STUDENT TUTORS	668.33	668.33	331.65	336.68	2,000.00	1,331.67	1,331.67
DEAN OF INSTR SUPPLIES	626.71	626.71	509.04	117.67	1,600.00	973.29	973.29
DEAN OF INSTR CONF & MEETINGS	660.43	660.43	378.90	281.53	1,500.00	839.57	839.57
LRC PROF SALARIES	19,284.55	19,284.55	13,338.65	5,945.90	71,351.00	52,066.45	52,066.45
LRC SECR SALARIES	12,787.09	12,787.09	9,945.53	2,841.56	34,099.00	21,311.91	21,311.91
LRC FED WORK STUDY	3,029.29	3,029.29	2,057.77	971.52	13,000.00	9,970.71	9,970.71
LRC CONTR SERV	1,980.65	1,980.65	1,496.59	484.06	4,500.00	2,519.35	2,519.35
LIBRARY SUPPLIES	6,867.86	6,867.86	5,744.08	1,123.78	12,040.00	5,172.14	5,172.14
A V SUPPLIES	2,458.92	2,458.92	1,917.53	541.39	7,780.00	5,321.08	5,321.08
XBOX SUPPLIES	1,164.76	1,164.76 CR	885.30	1,076.23 CR	2,000.00	3,164.76	3,164.76
LIBRARY BOOKS	12,203.01	12,203.01	10,440.29	1,762.72	30,000.00	17,796.99	17,796.99
LRC CONF & MEETINGS	161.40	161.40	130.00	31.40	750.00	588.60	588.60

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ADM & REC PROF SALARIES	10.935.00	10.935.00	8.505.00	2.430.00	29.160.00	14.225.00	18.225.00
ADM & REC SECR SALARIES	17.616.70	17.616.70	13.701.90	3.914.80	46.978.00	24.361.30	24.361.30
ADM & REC FED WORK STUDY	4,329.09	4,329.09	3,214.37	1,114.72	4,958.00	628.91	628.91
STATE WORK STUDY-ADM & REC	546.05	546.05	546.05	.00		546.05 CR	546.05 CR
ADM & REC CONTR SERV	550.00	550.00	550.00	.00	2,600.00	2,050.00	2,050.00
ADM & REC SUPPLIES	1,661.29	1,661.29	1,076.91	584.38	5,600.00	3,938.71	3,938.71
ADM & REC CONF & MEETINGS	90.00	90.00	15.00	75.00	800.00	710.00	710.00
COUNSELING SALARIES	23.617.76	23.617.76	18.758.96	4,858.80	58,306.00	34,688.24	34,688.24
COUNSELING SECR SALARIES	4,298.24	4,298.24	3,343.08	955.16	11,462.00	7,163.76	7,163.76
HEALTH SERV SUPPLIES		.00		.00	300.00	300.00	300.00
FIN AIDS PROF SALARIES	11,258.23	11,258.23	8,756.41	2,501.82	30,022.00	18,763.77	18,763.77
FIN AIDS SECR SALARIES	8,524.08	8,524.08	6,629.86	1,894.22	22,731.00	14,206.92	14,206.92
STUDENT SERV ADMIN SALARIES	13,541.98	13,541.98	10,532.66	3,009.32	36,112.00	22,570.02	22,570.02
STUDENT SERV SECR SALARIES	5,479.49	5,479.49	4,261.83	1,217.66	14,612.00	9,132.51	9,132.51
STUDENT SERV FED WORK STUDY	15,601.44	15,601.44	10,846.16	4,755.28	51,100.00	35,498.56	35,498.56
STUDENT SERV STATE WORK STUDY	1,090.43	1,090.43	1,090.43	.00		1,090.43 CR	1,090.43 CR
COACHING SALARIES	2,737.50	2,737.50		2,737.50	11,845.00	9,107.50	9,107.50
STUDENT SERV CONTR SERV	510.00	510.00	510.00	.00	600.00	90.00	90.00
STUDENT SERV SUPPLIES	5,033.68	5,033.68	3,991.07	1,042.61	11,600.00	6,566.32	6,566.32
STUDENT RECRUITMENT	548.69	548.69	183.69	365.00	1,500.00	951.31	951.31
COMMENCEMENT	928.57	928.57	865.72	62.85	6,000.00	5,071.43	5,071.43
STUDENT SERV CONF & MEETINGS	1,009.68	1,009.68	451.68	558.00	4,650.00	3,640.32	3,640.32
PUBLIC SERV SALARIES		.00		.00	4,600.00	4,600.00	4,600.00
PUB SERV CONTR SERV		.00		.00	1,400.00	1,400.00	1,400.00
PUB SERV SUPPLIES		.00		.00	7,500.00	7,500.00	7,500.00
SERVICE STAFF SALARIES	132,932.31	132,932.31	102,279.26	30,653.05	375,778.00	24,284.569	24,284.569
MAINT FED WORK STUDY-BOYS	19,991.63	19,991.63	15,357.63	4,634.00	82,000.00	62,008.37	62,008.37
MATRONS FED WORK STUDY	7,768.29	7,768.29	6,064.56	1,703.73		7,768.29 CR	7,768.29 CR
BOYS STATE WORK STUDY	20,102.5	20,102.5	20,102.5	.00		2,010.25 CR	2,010.25 CR
MATRONS STATE WORK STUDY	504.18	504.18	504.18	.00		504.18 CR	504.18 CR
GAS	32,831.52	32,831.52	27,582.69	5,248.83	146,800.00	113,968.48	113,968.48
TELEPHONE	9,573.51	9,573.51	7,370.21	2,203.30	27,000.00	17,426.49	17,426.49
PRESIDENTS SALARY	19,460.62	19,460.62	15,136.04	4,324.58	51,895.00	32,434.38	32,434.38
PRES SECR SALARY	6,302.99	6,302.99	4,902.33	1,400.66	16,808.00	10,505.01	10,505.01
PRES OFC FED WORK STUDY	696.84	696.84	497.50	199.34	2096.00	1,399.16	1,399.16
PRES OFC STATE WORK STUDY	304.85	304.85	304.85	.00		304.85 CR	304.85 CR
PRES OFC CONTR SERV	511.78	511.78	511.78	.00	1,000.00	488.22	488.22
PRES OFC SUPPLIES	638.64	638.64	436.75	201.89	3,250.00	2,611.36	2,611.36

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PRES OFC CONF & MEETINGS	555.14	555.14	418.67	136.47	3,000.00	2,444.86	2,444.86
SPECIAL AFFAIRS	892.27	892.27	741.74	150.53	3,500.00	2,607.73	2,607.73
PRES OTHER EXP	2,387.50	2,387.50	2,087.50	300.00	4,500.00	2,112.50	2,112.50
BUS OFC ADMIN SALARIES	15,958.48	15,958.48	12,412.16	3,546.32	42,556.00	26,597.52	26,597.52
BUS OFC PROF SALARIES	11,557.11	11,557.11	8,988.87	2,568.24	30,819.00	19,261.89	19,261.89
BUS OFC SECR SALARIES	24,500.59	24,500.59	19,056.03	5,444.56	65,335.00	40,834.41	40,834.41
BUS OFC FED WORK STUDY	2,155.75	2,155.75	1,711.87	443.88	9,676.00	7,520.25	7,520.25
BUS OFC STATE WORK STUDY	906.18	906.18	906.18	.00	906.18 CR	906.18 CR	906.18 CR
BUS OFC CONTR SERV	4,362.64	4,362.64	4,362.64	.00	4,700.00	337.36	337.36
BUS OFC SUPPLIES	2840.25 □	2840.25 CR	3,047.76 □	207.51	9,000.00	11,840.25	11,840.25
BUS OFC CONF & MEETINGS	719.50	719.50	711.50	8.00	3,000.00	2,280.50	2,280.50
LEGAL CONTR	2,977.25	2,977.25	3,060.05	82.80 CR	8,000.00	5,022.75	5,022.75
BOARD OTHER EXP	400.18	400.18	353.54	46.64	3,000.00	2,599.82	2,599.82
BOARD CONF & MEETINGS	747.87	747.87	747.87	.00	3,000.00	2,252.13	2,252.13
INSTITU SECR SALARIES	4,363.86	4,363.86	3,394.12	969.74	11,637.00	7,273.14	7,273.14
SWITCHBOARD FED WORK STUDY	1,108.63	1,108.63	686.88	421.75	3,640.00	2,531.37	2,531.37
SWITCHBOARD STATE WORK STUDY	59.50	59.50	59.50	.00	59.50 CR	59.50 CR	59.50 CR
GROUP MED & LIFE INS	97,068.68	97,068.68	78,553.29	18515.39	208,000.00	110,931.32	110,931.32
PROF CONSULTANTS	6,029.34	6,029.34	6,029.34	.00	6,029.34 CR	6,029.34 CR	6,029.34 CR
IN SERVICE TRAINING	647.66	647.66	300.00	347.66	5,000.00	4,352.34	4,352.34
INSTITU UNALLOCATED CONTR	620.16	620.16	483.26	136.90	2,400.00	1,779.84	1,779.84
FACULTY ASSN SUPPLIES	42.23	42.23	30.90	11.33	200.00	157.77	157.77
POSTAGE	4,948.43	4,948.43	4,653.36	295.07	38,100.00	33,151.57	33,151.57
PUBLICATIONS/DUES	2,282.58	2,282.58	2,282.58	.00	6,000.00	3,717.42	3,717.42
ADVERTISING	239.40	239.40	84.60	154.80	600.00	360.60	360.60
RECRUITMENT	466.50	466.50	456.42	10.08	250.00	203.35	203.35
FIXED CHARGES-INS	11,829.00	11,829.00	11,799.00	30.00	17,000.00	5,171.00	5,171.00
EQUIPMENT	8,918.01	8,918.01	1,847.34	7,070.67	153,970.00	145,051.99	145,051.99
VOC ED EQUIPMENT	8,6053.37	8,6053.37	38,597.55	47,455.82	86,053.37	86,053.37 CR	86,053.37 CR
TUITION CHARGE BACK	9,962.96	9,962.96	2,140.62	7,822.34	25,000.00	15,037.04	15,037.04
INSTITU RES SUPPLIES	85.03	85.03	32.18	52.85	500.00	414.97	414.97
DATA PROC PROF SALARIES	20,839.84	20,839.84	16,208.78	4,631.06	55,573.00	34,733.16	34,733.16
DATA PROC SECR SALARIES	4,256.11	4,256.11	3,487.31	768.80	11,974.00	7,717.89	7,717.89
DATA PROC FED WORK STUDY	1,414.55	1,414.55	1,147.39	267.16	4,288.00	2,873.45	2,873.45
DATA PROC CONTR SERV	15,567.00	15,567.00	15,182.28	384.72	44,834.00	29,267.00	29,267.00
DATA PROC SUPPLIES	2,743.31	2,743.31	2,488.41	254.90	6,950.00	4,206.69	4,206.69
DATA PROC CONF & MEETINGS	114.00	114.00	114.00	.00	1,000.00	886.00	886.00
DATA PROC EQUIP RENTAL	23,807.80	23,807.80	18,976.34	4,831.46	92,415.00	68,607.20	68,607.20

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PLANNING & DEVELPROF SALARIES	11,137.50	11,137.50	8,662.50	2,475.00	33,220.00	22,082.50	22,082.50
PLANNING & DEVEL SECR SALARIES	3,567.65	3,567.65		3,567.65	10,703.00	7,135.35	7,135.35
PLANNING & DEVEL CONTR		.00		.00	500.00	500.00	500.00
PLANNING & DEVEL SUPPLIES	209.83	209.83	190.37	19.46	1,155.00	945.17	945.17
PLANNING & DEVEL CONF & MEETINGS	711.85	711.85	428.90	282.95	2,250.00	1,538.15	1,538.15
AFFIRM ACTION CONTR SERV		.00		.00	300.00	300.00	300.00
AFFIRM ACTION SUPPLIES		.00		.00	100.00	100.00	100.00
AFFIRM ACTION CONF & MEETINGS		.00		.00	300.00	300.00	300.00
CONTINGENCIES		.00		.00	116,319.00	116,319.00	116,319.00

1,556,168.04 T 1,556,168.04 T 1,118,213.19 T 437,954.85 T 4,661,182.00 T 3,105,013.96 T 3,105,013.96 T

BUILDING FUND

MAINT & BLDG SUPPLIES	9,160.81	9,160.81	5,735.82	3,424.99	63,000.00	53,839.19	53,839.19
MAINT & BLDG CONF & MEETINGS	283.80	283.80	234.20	49.60	950.00	666.20	666.20
SERVICE EQUIPMENT	119.00	119.00		119.00	10,000.00	4,881.00	4,881.00
MAINT CONTR SERV	14.514.73	14.514.73	12,290.15	2,224.58	44,100.00	29,585.27	24,585.27
ELECTRICITY	66,305.97	66,305.97	50,211.75	14,094.22	213,800.00	147,494.03	147,494.03
RENTAL CHARGES	135.00	135.00	165.00	30.00 CR	1,000.00	865.00	865.00
CONTINGENCIES		.00		.00	25,000.00	25,000.00	25,000.00

90,519.31 T 90,519.31 T 68,636.92 T 21,882.39 T 357,850.00 T 267,330.69 T 267,330.69 T

SITE AND CONSTRUCTION FUND

SITE IMPROVEMENT		.00		.00	10,000.00	10,000.00	10,000.00
NEW BLDGS & ADDITIONS		.00		.00	10,000.00	10,000.00	10,000.00
BLDG IMPROVEMENTS		.00		.00	100,000.00	100,000.00	100,000.00
ADMISSIONS REMODELING	9,921.85	9,921.85	9,921.85	.00		9,921.85 CR	9,921.85 CR
" " /FURNISHINGS	1,086.15	1,086.15	1,086.15	.00		1,086.15 CR	1,086.15 CR
OFFICE EQUIPMENT		.00		.00	15,000.00	15,000.00	15,000.00
INSTR EQUIPMENT		.00		.00	100,000.00	100,000.00	100,000.00
SERVICE EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
OTHER CAPITAL OUTLAY		.00		.00	10,000.00	10,000.00	10,000.00

11,008.00 T 11,008.00 T 11,008.00 T .00 T 255,000.00 T 243,992.00 T 243,992.00 T

BOND & INTEREST #1

Account	Total Expenditures	To Date	Prev. Mo.	This Mo.	Budget	Unexpended	Unencumbered
DEBT PRINCIPAL RETIREMENT		.00		.00	250,000.00	250,000.00	250,000.00
INTEREST		.00		.00	32,375.00	32,375.00	32,375.00
OTHER CHARGES		.00		.00	500.00	500.00	500.00
		.00T	.00T	.00T	282,875.00T	282,875.00T	282,875.00T

BOND & INTEREST #4

DEBT PRINCIPAL RETIREMENT		.00		.00	250,000.00	250,000.00	250,000.00
INTEREST		.00		.00	28,125.00	28,125.00	28,125.00
OTHER FIXED CHARGES		.00		.00	1,500.00	1,500.00	1,500.00
		.00T	.00T	.00T	279,625.00T	279,625.00T	279,625.00T

WORKING CASH FUND

MISC EXPENSES		.00		.00	1,000.00	1,000.00	1,000.00
		.00T	.00T	.00T	1,000.00T	1,000.00T	1,000.00T

INSURANCE FUND

WORKMENS COMP	13,461.02	13,461.02	13,483.00	21.98 CR	20,000.00	6,538.98	6,538.98
TORT LIABILITY	9,221.00	9,221.00	9,221.00	.00	16,000.00	6,779.00	6,779.00
UNEMPLOYMENT COMP	1,680.20	1,680.20	1,757.38	77.18 CR	21,000.00	19,319.80	19,319.80
AUDIT COSTS	8,150.00	8,150.00		8,150.00	14,000.00	5,850.00	5,850.00
	32,512.22T	32,512.22T	24,461.38T	8,050.84T	71,000.00T	38,487.78T	38,487.78T

REVENUE REPORT

EDUCATIONAL FUND

Account	Total	Prev. Mo.		Budget	Unexpended	Unencumbered
	Receipts	To Date	To Date			
1981 TAXES	319,968.41	319,968.41	208,535.95	111,432.46	462,127.00	142,158.59
1982 TAXES	.00			.00	462,127.00	462,127.00
IN LIEU OF TAXES	1,466.69	1,466.69	1,466.69	.00		1,466.69 CR
CHARGE BACK REVENUE	3,727.40	3,727.40	2,199.12	1,528.28	10,000.00	6,272.60
STATE APPORTIONMENT	350,515.25	350,515.25	350,515.25	.00	1,356,125.00	1,005,609.75
VOC ED REG REIMB	425.00	425.00	53,002.00 ▷	53,427.00	149,000.00	148,575.00
VOC ED EQUIP REIMB	959.00 ▷	959.00 CR	959.00 ▷	.00	44,000.00	44,959.00
CORP PERS PROP TAX REPL	75,522.57	75,522.57	55,799.05	19,723.52	117,228.00	41,705.43
STATE WORK STUDY	.00			.00	1.00	1.00
FEDERAL WORK STUDY	44,635.40	44,635.40	28,862.62	15,772.78	155,422.00	110,786.60
OTHER FED SOURCES	.00			.00	2,000.00	2,000.00
SUMMER TUITION	136,227.91	136,227.91	136,227.91	.00	121,328.00	14,899.91 CR
FALL TUITION	350,000.00	350,000.00	200,000.00	150,000.00	598,714.00	248,714.00
SPRING TUITION	.00			.00	602,018.00	602,018.00
GRADUATION FEES	.00			.00	1,000.00	1,000.00
TRANSCRIPT FEES	296.00	296.00	231.00	65.00	1,100.00	804.00
PUB SERV INCOME	.00			.00	13,500.00	13,500.00
RENTAL OF KITCHEN	5,000.00	5,000.00	5,000.00	.00	15,000.00	10,000.00
INTEREST ON INVESTMENTS	5,087.39	5,087.39	395.77	4,691.62	15,000.00	9,912.61
OTHER REVENUE	1,992.25	1,992.25	193.00	1,799.25	3,000.00	1,007.75
	1,293,905.27	1,293,905.27	935,465.36	358,439.91	14,128,690.00	2,834,784.73
						2,834,784.73

BUILDING FUND

1981 TAXES	79,990.82	79,990.82	52,133.24	27,857.58	115,532.00	35,541.18	35,541.18
1982 TAXES	.00			.00	115,532.00	115,532.00	115,532.00
IN LIEU OF TAXES	366.67	366.67	366.67	.00		366.67 CR	366.67 CR
CORP PERS PROP TAX REPL	18,880.64	18,880.64	13,949.76	4,930.38	29,307.00	10,426.36	10,426.36
INTEREST ON INVESTMENTS	.00			.00	100.00	100.00	100.00
MISC REVENUE	1,570.00	1,570.00	170.00	1,400.00	1,200.00	370.00 CR	370.00 CR
	100,808.13	100,808.13	66,619.67	34,188.46	26,167.10	16,0862.87	16,0862.87

SITE AND CONSTRUCTION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
<u>INTEREST ON INVESTMENTS</u>	<u>34,196.40</u>	<u>34,196.40</u>	<u>19,772.80</u>	<u>14,423.60</u>	<u>75,000.00</u>	<u>40,803.60</u>	<u>40,803.60</u>
	<u>34,196.40T</u>	<u>34,196.40T</u>	<u>19,772.80T</u>	<u>14,423.60T</u>	<u>75,000.00T</u>	<u>40,803.60T</u>	<u>40,803.60T</u>
<u>BOND & INTEREST #1</u>							
1981 TAXES	86,410.75	86,410.75	56,317.26	30,093.49	124,774.00	38,363.25	38,363.25
1982 TAXES	.00	.00	.00	.00	124,774.00	124,774.00	124,774.00
IN LIEU OF TAXES	396.09	396.09	396.09	.00	.00	396.09 CR	396.09 CR
PERS PROP TAX REPL	35,777.00	35,777.00	35,777.00	.00	35,777.00	.00	.00
INTEREST ON INVESTMENTS	6,482.19	6,482.19	6,482.19	.00	15,000.00	8,517.81	8,517.81
	<u>129,066.03T</u>	<u>129,066.03T</u>	<u>98,972.54T</u>	<u>30,093.49T</u>	<u>300,325.00T</u>	<u>171,258.97T</u>	<u>171,258.97T</u>
<u>BOND & INTEREST #4</u>							
1981 TAXES	111,968.96	111,968.96	72,974.79	38,994.17	161,744.00	49,775.04	49,775.04
1982 TAXES	.00	.00	.00	.00	161,744.00	161,744.00	161,744.00
IN LIEU OF TAXES	513.25	513.25	513.25	.00	.00	513.25 CR	513.25 CR
	<u>112,482.21T</u>	<u>112,482.21T</u>	<u>73,488.04T</u>	<u>38,994.17T</u>	<u>323,488.00T</u>	<u>211,005.79T</u>	<u>211,005.79T</u>
<u>WORKING CASH FUND</u>							
<u>INTEREST ON INVESTMENTS</u>	<u>85,776.57</u>	<u>85,776.57</u>	<u>79,034.99</u>	<u>6,741.58</u>	<u>100,000.00</u>	<u>14,223.43</u>	<u>14,223.43</u>
	<u>85,776.57T</u>	<u>85,776.57T</u>	<u>79,034.99T</u>	<u>6,741.58T</u>	<u>100,000.00T</u>	<u>14,223.43T</u>	<u>14,223.43T</u>
<u>INSURANCE FUND</u>							
CURRENT TAXES	18,397.27	18,397.27	11,990.24	6,407.03	35,500.00	17,102.73	17,102.73
1982 TAXES	.00	.00	.00	.00	35,500.00	35,500.00	35,500.00
IN LIEU OF TAXES	84.33	84.33	84.33	.00	.00	84.33 CR	84.33 CR
	<u>18,481.60T</u>	<u>53,981.60T</u>	<u>12,074.57T</u>	<u>6,407.03T</u>	<u>71,000.00T</u>	<u>52,518.40</u>	<u>52,518.40</u>

SAUK VALLEY COLLEGE

APPROVED BY

Adonita Prescott

PRESIDENT

Kaye Fisher

SECRETARY

DATE 11-22-82

BILLS PAYABLE

November 22, 1982

EDUCATIONAL FUND

110-300-543	VOID CHECK #650 written October			\$ -11.45
110-811-514-01	SINNISIPPI MENTAL HEALTH CENTER	HSV 110N	734	337.50
100-000-300	SVC RESTRICTED PURPOSES FUND	Military Scholarships		
	SVC PAYROLL FUND	not funded	735	47,580.19
192-000-585-01	SCIENTIFIC MACHINERY MOVERS	Oct. 31 Payroll	736	170,053.23
	SVC PAYROLL FUND	Equip. delivery	737	350.00
192-000-521	VOID CHECK #730 written October	Nov. 15 Payroll	738	136,500.35
192-000-521	PRUDENTIAL	Replaces #730	739	-18,313.45
				19,732.49
				\$356,228.86

8,000.541.00	AMERICAN COLLEGE TESTING PROG	SUPPLIES	740	231.93
0.300.543.00	AMM METALWORKING NEWS	SUBSCR	741	26.00
0.800.542.00	AM MULTIGRAPHICS	SUPPLIES	742	437.27
0.600.543.00	AMERICAN SCIENTIFIC PRODUCTS	SUPPLIES	743	13.44
0.813.543.00	THE ASHTON GAZETTE	ADS	744	40.00
0.000.545.00	ASSOCIATED FACULTY PRESS	BOOKS	745	44.55
2,000.585.01	AV MACHINE TOOLS INC	EQUIPMENT	746	7,700.00
10.547.00	THE AMBOY NEWS	PUB INFO	747	8.00
13.543.00	THE ASHTON GAZETTE	ADS	748	9.00
8,000.550.00	JO ANN BABEL	TRAVEL	749	4.80
0.000.545.00	BAKER & TAYLOR CO	BOOKS	750	135.26
0.000.545.00	BAKER & TAYLOR CO	BOOKS	751	896.40
0.100.550.00	GLENN BAILEY	TRAVEL	752	194.92
2,000.530.03	FAITH BRANDAU	TRAVEL	753	27.00
2,000.593.00	BELLEVILLE AREA COLLEGE	TUITION	754	162.88
0.000.544.01	ARNOLD BERNHARD & CO	SUPPLIES	755	220.00
0.300.543.00	BOGOTT INDUSTRIAL SUPPLY	SUPPLIES	1272.99	
0.600.543.00	X X X	3.20		
2,000.585.01	X X X	EQUIP 7221.20	756	8,497.39
0.418.543.00	BUREAU OF NATL AFFAIRS	SUPPLIES	757	291.00
0.600.543.00	CAROLINA BIOL SUPPLY	SUPPLIES	758	17.60
	VOID CHECK		759	
0.810.547.00	CHRONICLE OF HIGHER EDUC	SUBSCR	760	19.00
8,000.541.00	COLLEGE PLACEMENT COUNCIL	SUPPLIES	761	63.75
0.410.543.00	COMMUNITY GENERAL HOSPITAL	SUPPLIES	124.86	
0.712.530.00	X X X	CONSULTANT FEE 17.80	762	142.66
0.100.543.00	COMPUTERS & ELECTRONICS	SUPPLIES	763	12.97
0.000.545.00	CONGRESSIONAL QUARTERLY INC	SUBSCR	764	135.00
2,000.530.03	DORIS COX	WORKSHOP	765	30.00
0.100.543.00	CREATIVE COMPUTING	SUPPLIES	766	19.97
8,000.541.00	CROWN PRINTING	SUPPLIES	62.50	
8,000.544.00	X	RECRUITMENT 365.00	767	427.50
^ 0.000.545.00	CURRENT AFFAIRS	BOOK	768	34.65
11.543.00	CURTIN MATHESON SCIENTIFIC	SUPPLIES	769	61.33
10.547.00	THE DAILY GAZETTE	PUB INFO 40.00		
4,000.547.00	X X	AD 72.00	770	112.00

0.300.543.00	DIXON GARAGE SUPPLY CO	SUPPLIES	771	46.27
2.000.530.03	SUSAN DIXON	WORKSHOP	772	25.00
2.200.543.00	DOANES AGRIC REPORT	SUPPLIES	773	45.00
2.810.547.00	DYNAMIC GRAPHICS	PUB INFO	774	90.65
2.600.543.00	FISHER SCIENTIFIC CO	SUPPLIES	775	325.49
2.712.550.00	SANDRA FORNEY	TRAVEL	776	36.00
2.000.544.01	FORTUNE	SUPPLIES	777	84.00
2.818.550.00	DON FOSTER	TRAVEL	778	224.53
2.512.543.00	MARK FOSTER MUSIC CO	SUPPLIES	779	64.82
2.800.544.00	JERRY FRANA	REIMB 2 HRS	780	150.00
	VOID CHECK		781	.00
	VOID CHECK		782	.00
2.810.547.00	THE FULTON JOURNAL	PUB INFO	783	9.00
2.512.543.00	GAMBLE MUSIC CO	SUPPLIES	784	47.22
2.000.575.00	HAL GARNER	PHONE CALLS 2.02		
.000.541.00	X X	SUPPLIES 23.10		
.000.550.00	X X	TRAVEL 136.47		
.000.559.00	X X	OTHER EXP 300.00	785	461.59
2.810.550.00	RALPH GELANDER	TRAVEL	786	37.20
2.711.543.00	GIBCO LABORATORIES	SUPPLIES	787	74.23
2.711.543.00	GINDERS HOSPITAL SUPPLIES	SUPPLIES	788	77.10
10.547.00	ROCK RIVER PRINTERS	SUPPLIES	789	114.75
00.543.00	GREEN MOUNTAIN POST FILMS	SUPPLIES	790	73.00
13.550.00	LEONA GROSSMAN	TRAVEL	791	239.25
2.811.550.00	MAX QUINNUP	TRAVEL	792	29.00
2.000.545.00	ALAN GUTTMACHER INSTITUTE	BOOKS	793	15.00
2.800.542.00	HASKELLS	SUPPLIES	794	88.40
2.600.550.00	DALE HEUCK	TRAVEL	795	60.43
2.000.544.02	THE HIGHSMITH CO	SUPPLIES	796	141.78
2.512.543.00	HINSHAW MUSIC CO	SUPPLIES	797	39.44
2.813.550.00	DICK HOLTAM	TRAVEL	798	55.60
2.810.547.00	HUB PRINTING	PUB RELA	799	847.50
2.000.550.00	MIKE HUSTAD	TRAVEL	800	134.00
2.000.562.00	I B M CORP	EQUIP RENTAL	801	335.50
2.000.539.00	I B M CORP	SERVICE	802	91.90
2.000.575.00	ILL BELL TELEPHONE CO	SERVICE	803	179.23
2.800.544.00	ILL. CENTRAL COMM. COLLEGE	TUITION	804	1,950.16
2.500.543.00	INDIANA UNIVERSITY	SUPPLIES	805	9.50
2.300.543.00	JOHNSTONE SUPPLY	SUPPLIES	806	84.57
2.000.593.00	JOLIET JR COLLEGE	TUITION	807	1,064.96
2.000.549.00	JOSTENS	NURSING CERTIFICATES	808	37.27
2.713.543.00	KSB HOSPITAL	SUPPLIES	809	28.03
2.316.550.00	ANN KEIM	TRAVEL	810	14.40
2.000.550.00	NANCY KERR	TRAVEL	811	13.00
2.117.550.00	JANET KIME	TRAVEL 14.80		
2.310.550.00	X X	3.00		
2.712.550.00	X X	75.80		
2.14.550.00	X X	20.20	812	113.80
2.0543.00	KIPLINGER WASHINGTON EDITORS	SUPPLIES	813	42.00
2.0530.00	KLAUS RADIO INC	SERVICE	814	260.86

8,000.550.00	JANE KLUG	TRAVEL	815	18.00
0,714,543.00	R S LANDAUER JR & CO	SUPPLIES	816	467.40
0,500,550.00	KATHRYN LILLYMAN	TRAVEL	817	121.48
0,100,543.00	LYBEN COMPUTER SYSTEMS	SUPPLIES	818	73.60
0,200,543.00	MCCORMICKS GARDEN CENTER	SUPPLIES	112.38	
1,000,556.00	X X	FLOWERS	19.83	
0,000,544.02	3M BUSINESS PRODUCTS	SUPPLIES	819	132.21
8,000,550.00	RONALD MARLIER	TRAVEL	820	550.62
0,300,543.00	MEANS SERVICES	SUPPLIES	821	221.80
0,100,543.00	MICROSYSTEMS	SUPPLIES	822	7.22
8,000,550.00	LINDA MILLER	TRAVEL	823	19.97
0,000,545.00	MONEY MANAGEMENT INSTITUTE	BOOK	824	24.80
0,100,543.00	MONROE	SUPPLIES	825	5.50
0,815,530.00	ED MUELLER A V	SERVICE	35.00	
0,000,530.00	X X	223.20	827	258.20
0,000,545.00	NARMIC/AFSC	BOOKS	828	90.00
5,000,562.00	N C R CORP	EQUIP RENTAL	829	4,495.96
5,000,530.00	NATIONAL COMPUTER SYSTEMS	SERVICE	830	384.72
0,316,543.00	NATIONAL ARCHIVES TRUST FUND	SUPPLIES	831	28.00
0,818,541.00	NATL CENTER FOR RESEARCH IN	VOC ED	832	19.35
0,420,543.00	NATL FIRE PROTECTION ASSN	SUPPLIES	833	16.00
0,711,550.00	HAROLD NELSON	TRAVEL	834	169.20
0,811,550.00	FRED NESBIT	TRAVEL	835	4.80
0,00,571.00	NORTHERN ILL GAS CO	SERVICE	836	58.68
0,00,571.00	NORTHERN ILL GAS CO	SERVICE	837	5,190.15
0,00,543.00	NORTHERN ILL UNIV	SUPPLIES	838	17.95
0,00,542.00	NORTHLAND PAPER CO	SUPPLIES	839	218.05
0,500,543.00	NORTHWESTERN UNIV FILM LIBRARY	SUPPLIES	840	35.00
0,711,543.00	ORTHO DIAG. SYSTEMS	SUPPLIES	841	615.40
2,000,593.00	PARKLAND COLLEGE	TUITION	842	6,071.30
0,300,543.00	PENTON/IPC EDUC DIV	SUPPLIES	843	33.00
0,711,543.00	PHOTOGRAPHY BY T L DOTY	SUPPLIES	32.00	
0,712,543.00	X X	32.00		
0,713,543.00	X X	32.00		
0,714,543.00	X X	32.00		
0,810,547.00	X X	PUB INFO	430.75	558.75
0,000,544.02	PORTERS CAMERA STORE	SUPPLIES	844	
2,000,545.00	PRINCETON UNIV PRESS	BOOK	845	77.79
2,300,543.00	PROJECTED LEARNING PROGRAMS	SUPPLIES	846	33.50
1,000,541.00	PRYOR CORP	SUPPLIES	847	111.45
2,300,543.00	PUBLIC DISCOUNT AUTO PARTS	SUPPLIES	848	423.90
	VOID CHECK	SUPPLIES	849	22.86
2,300,543.00	P & W SUPPLY CO	SUPPLIES	179.23	
2,000,585.01	X X	EQUIP	1375.12	850 .00
2,100,530.00	RADIO RANCH	SERVICE	53.00	
2,100,543.00	X X	SUPPLIES	64.00	
2,813,530.00	X X	315.00		
2,000,585.01	X X	263.60	851	1,554.35
1,300,543.00	RADIO SHACK	SUPPLIES	852	695.60
0,530,03	DOROTHEA RAHN	WORKSHOP	853	2.91
0,543.00	RAIZLAFF FORD TRACTOR SALES	SUPPLIES	854	26.00
0,585,01	RAYNOR COMPUTERS OF AMERICA	EQUIPMENT	855	19.88
			856	7,732.90

4512543.00	RED CARPET STEREO	SUPPLIES	857	33.19
4000530.03	ROCK VALLEY COLLEGE	WORKSHOP	858	239.66
4100550.00	BONNE RYAN	TRAVEL	859	30.00
4200543.00	SVC BUILDING FUND	SUPPLIES	24.20	
4300543.00	X X	6.05	860	30.25
4812550.00	SVC RESTRICTED PURPOSES FUND	USE OF VAN	861	43.80
4800530.01	SBM EQUIPMENT CENTER	SERVICE	38.00	
4000541.00	X X X	SUPPLIES	65.72	
4000549.00	X X X	25.58		
4000541.00	X X X	68.32		
4000539.00	X X	45.00		
4000585.00	X X	EQUIP	89.95	332.57
4000550.00	JOHN SAGMOE	TRAVEL	862	71.60
4712543.00	SAMS DRIVE IN CLEANERS	SUPPLIES	863	40.00
4000541.00	SARAND INC	SUPPLIES	864	
4600543.00	SARGENT WELCH SCIENTIFIC	SUPPLIES	865	250.26
4000585.00	X X X	EQUIP	452.12	557.11
4512543.00	E C SCHIRMER MUSIC CO	SUPPLIES	866	39.05
4811550.00	MICHAEL SEGUIN	TRAVEL	867	
4712550.00	SERVOMATION CORP	LUNCHES	868	26.35
4713550.00	X X	24.00		
418550.00	X X	10.00		
400556.00	X X	90.00		
400549.00	X X	30.00	869	182.62
4000550.00	KAREN SHAPTON	TRAVEL	870	87.95
4810547.00	SHEFFIELD BULLETIN	PUB INFO	871	6.00
4714550.00	STANLEY SHIPPERT	TRAVEL	872	172.20
4100543.00	SOUTH WESTERN PUBLISHING CO	SUPPLIES	873	3,217.23
4000585.00	SELECT SERVICE & SUPPLY CO	EQUIPMENT	874	1,787.86
4512543.00	STERLING CLEANERS	SUPPLIES	875	38.00
4310538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	876	7,684.56
4000585.01	SUN ELECTRIC CORP	EQUIPMENT	877	9,625.00
4000556.00	SWARTLEYS	FLOWERS	878	40.70
4810547.00	13-30 CORPORATION	PUB INFO	879	2,860.00
4000544.01	TIME	SUBSCR	880	82.00
4000550.00	ROBERT THOMAS	TRAVEL	881	31.40
4000545.00	TRAINEX	BOOKS	882	14.85
4813550.00	FRED TURK	TRAVEL	883	57.60
4000585.00	UARCO	EQUIPMENT	4740.74	
4000541.00	X X	167.66	884	4,903.40
4000544.01	UNIVERSITY MICROFILMS	SUPPLIES	885	667.48
4100543.00	UNIV OF ILLINOIS	SUPPLIES	8.45	
4300543.00	X X	54.40		
4316543.00	X X	44.50		
4500543.00	X X	54.50		
4600543.00	X X	28.00	886	189.85
4300543.00	UNIV OF WISC EXTN	SUPPLIES	21.13	
4500543.00	X X	18.11		
4543.00	X X	28.47	887	67.71
4550.00	GEORGE VRHEL	TRAVEL	888	24.00
4810547.00	W C C I	PUB INFO	889	71.25
4810547.00	W I X N	PUB INFO	890	147.00
4810547.00	W J V M	PUB INFO	891	133.00

0.000.544.01	WWW INFORMATION SERV	SUPPLIES	892	49.00
0.812550.00	EUGENE WAGNER	TRAVEL	893	344.55
0.100.543.00	WALDENBOOKS	SUPPLIES 38.34		
0.000.545.00	X X	BOOKS 261.02	894	299.36
0.600.543.00	WARDS NATURAL SCI ESTAB	SUPPLIES 9.72		
0.600.543.00	X X X	5.82	895	15.54
2.000.593.00	WAUBONSEE COMM COLLEGE	TUITION	896	523.20
0.000.545.00	WEST PUBLISHING CO	BOOKS	897	36.00
2.000.565.00	WILKINS LOWE & CO	INSURANCE PREMIUM	898	30.00
2.000.541.00	WRITING SALES	SUPPLIES	899	1,424.73
0.000.544.03	XEROX CORP	SUPPLIES	900	526.50
0.418.543.00	DIXON CAMERA CENTER	SUPPLIES	901	664.12
0.810.547.00	DIXON EVENING TELEGRAPH	PUB INFO 592.80		
2.000.554.00	X X	RECRUITMENT 10.08	902	602.88
2.000.585.01	I B M CORP	EQUIPMENT	903	13,188.00
2.000.521.00	PRUDENTIAL	DEC PREMIUM	904	19,023.86
0.300.543.00	SVC PETTY CASH	SUPPLIES 2.63		
0.600.543.00	X X	2.25		
0.811.541.00	X X	2.58	905	7.46
	SVC IMPREST FUND	MISC EXPENSES	906	1,304.44

00.575.00	CENTRAL TELEPHONE CO	SERVICE	907	2,143.36
		EDUCATIONAL BILLS		\$132,471.45
		CKS. #734-739 and void #650		<u>356,228.86</u>
		TOTAL EDUCATIONAL FUND FOR NOVEMBER		\$488,700.31

INSURANCE FUND

892-000-531	LINDGREN, CALLIHAN, WEAVER & VAN OSDOL	Audit	125	\$8,150.00
TOTAL INSURANCE FUND FOR NOVEMBER				\$8,150.00

BUILDING FUND

271-000-530	VOID CHECK #6824 written July		\$	- 530.00
271-000-530	SARGENT WELCH SCIENTIFIC CO.	Replaces #6824	6910	455.35
	SVC WORKING CASH FUND	Inter-fund loan	6911	<u>75,000.00</u>
				74,925.35

0.000.544.00	AVANT	SUPPLIES	6.912	217.86
0.000.544.00	CARDINAL AUTO PARTS	SUPPLIES	6.913	475.2
6.000.573.00	COMMONWEALTH EDISON CO	SERVICE	6.914	16,094.22
0.000.544.00	CRESCEINT ELECTRIC	SUPPLIES	6.915	15 15.76
0.000.550.00	DARREL DAVIS	TRAVEL	6.916	44.00
0.000.544.00	DIXON GARAGE SUPPLY	SUPPLIES	6.917	2.38
0.000.544.00	DIXON SWIMMING POOL & SUPPLY	SUPPLIES	6.918	725.0
0.000.530.00	FORSTER IMPLEMENT	SERVICE	6.919	103.36
0.000.550.00	GLADYS GUNTLE	TRAVEL	6.920	2.80
0.000.544.00	HOYLE ROAD EQUIPMENT	SUPPLIES	6.921	17.80
0.000.544.00	INTERNATIONAL SALT CO	ROADWAY SALT	6.922	893.51
0.000.544.00	KNUTSEN CABINET TOPS	SUPPLIES	6.923	144.00
1.000.530.00	DAVID MAYES	SEWAGE TESTING	6.924	190.00
1.000.530.00	MONTGOMERY ELEVATOR CO	SERVICE	6.925	469.96
0.000.544.00	MORGAN SERVICES	SUPPLIES	6.926	230.00
0.000.544.00	MOTT BROS CO	SUPPLIES	6.927	27.72
0.000.544.00	PHOTO COPY SERVICE CO	SUPPLIES	6.928	99.33
0.000.544.00	RATZLAFF FORD TRACTOR SALES	SUPPLIES	6.929	160.35
1.000.530.00	REYNOLDS TELEATOR CORP	REPAIRS	6.930	1,097.61
1.000.530.00	ROCK VALLEY DISPOSAL	SERVICE	6.931	115.80
0.000.544.00	SVC EDUCATIONAL FUND	SUPPLIES	6.932	18.70
0.000.544.00	SBM EQUIPMENT CENTER	SUPPLIES 3.64		
0.000.587.00	X X X	EQUIP 119.00	6.933	122.64
1.000.530.00	STEWART TRUCK & EQUIPMENT	SERVICE	6.934	218.50
0.000.544.00	I C WEBB & ASSOC	SUPPLIES	6.935	14.99
0.000.550.00	LISA WELKER	TRAVEL	6.936	2.80
0.000.544.00	WESTERN AUTO ASSOC STORE	SUPPLIES	6.937	3.50
0.000.544.00	WILSON ELECTRIC CO	SUPPLIES	6.938	22.60
1.000.530.00	YOUNGREN'S REFRIGERATION	SERVICE	6.939	104.00
	SVC PETTY CASH	SUPPLIES	6.940	257

BUILDING FUND BILLS

22,056.78

Ck. #6910 and 6911 and void #6824

74,925.35

TOTAL BUILDING FUND FOR NOVEMBER

\$96,982.13

IMPREST FUND

192-000-544	United Parcel Service	Service	6173	\$ 27.78
110-300-550	Charles Paterson	Travel advance	6174	141.30
110-300-550	Ill. College Automotive Instr.	Assn. Reg. fee	6175	25.00
110-813-543	Susan Dixon	Book	6176	12.50
110-813-550	I.C.C.C.A.	Conf. reg.-Holtam	6177	35.00
192-000-544	Postmaster	Bus. Reply Deposit	6178	25.00
110-300-543	Lempko	Supplies	6179	37.85
192-000-544	United Parcel Service	Service	6180	28.99
110-818-550	Sterling Chamber of Commerce	Dinner meeting	6181	7.00
110-811-550	I.C.C.C.A.	Reg. - Seguin	6182	35.00
110-818-550	I.C.C.C.A.	Reg. - Foster	6183	35.00
110-814-550	I.C.C.C.A.	Reg. - Kime	6184	35.00
110-813-543	Karen Burch	Supplies	6185	31.11
110-812-550	I.C.C.C.A.	Reg. - Wagner	6186	35.00
110-300-543	American Welding Society	Supplies	6187	43.00
110-815-543	Follett Publ Co.	Supplies	6188	19.92
196-000-550	Natl. Council for Resource Devel.	Registration	6189	195.00
195-000-541	Service Transportation Lines	Freight charges	6190	38.76
192-000-544	United Parcel Service	Service	6191	73.68
192-000-544	Postmaster	Stamps-Pres. Ofc.	6192	50.00
131-000-550	I.A.C.R.A.O./W.A.C.R.A.O. Conf.	Reg. Fee	6193	75.00
192-000-544	Postmaster	Bus. Reply Acct.	6194	25.00
182-000-550	State Univ. Retirement Sys.	Reg. Fee	6195	8.00
110-813-550	Kishwaukee College	Reg. Fee-Conf.	6196	36.00
192-000-544	Postmaster	Bus. Reply Acct.	6197	25.00
138-000-550	IGPA Convention	Reg. fee - Sagmoe	6198	35.00
192-000-544	United Parcel Service	Service	6199	26.16
110-418-543	NELS-Criminal Justice Center	Subscription	6200	25.00
138-000-550	I.C.C.C.A.	Reg. Fee-Sagmoe	6201	35.00
120-000-545	Ralph Pifer	Book	6202	23.99
120-000-545	SP Medical & Scientific Books	Book	6203	37.00
192-000-544	United Parcel Service	Service	6204	21.40

1,304.44

Balance in fund - 1719.56
 Disbursements - 1304.44
 Total in fund - 3024.00

SAUK VALLEY COLLEGE

APPROVED BY

Jeanita Prescott
PRESIDENT

Kay E. Fisher
SECRETARY

DATE 11-22-82

TREASURER'S REPORT

October 31, 1982

EDUCATIONAL FUND

Balance on Hand September 30, 1982 \$ 131,469.86

Receipts:

Taxes	111,432.46
Charge-Back Revenue	1,528.28
Voc. Ed. Reg. Reimbursement	53,427.00
Pers. Prop. Tax Repl.	19,723.52
Federal Work Study	15,772.78
Fall Tuition	150,000.00
Transcript Fees	65.00
Interest on Investments	4,691.62
Other Revenue	1,799.25
Expenditure Credits	<u>3,165.27</u>
	361,605.18

Total Available \$ 493,075.04

Disbursements:

Expenses for October	<u>410,072.06</u>
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Balance on Hand October 31, 1982 \$ 83,002.98

BUILDING FUND

Balance on Hand September 30, 1982 \$ 86,118.79

Receipts:

Taxes	27,857.58
Pers. Prop. Tax Repl.	4,930.88
Misc. Revenue	1,400.00
Expenditure Credits	<u>99.74</u>
	34,288.20

Total Available \$ 120,406.99

Disbursements:

Expenses for October	<u>27,173.31</u>
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Balance on Hand October 31, 1982 \$ 93,233.68

SITE AND CONSTRUCTION FUND - Dixon National Bank

Balance on Hand September 30, 1982 \$ 13,408.14

Receipts:

Investments	176,000.00
Other Revenue	<u>14,423.60</u>
	<u>190,423.60</u>

Total Available \$203,831.74

Disbursements:

Investments	182,630.11
Expenses for October	<u>798.00</u>
	<u>183,428.11</u>

Balance on Hand October 31, 1982 \$ 20,403.63

BOND AND INTEREST #1

Balance on Hand September 30, 1982 \$ 66,894.83

Receipts:

Taxes	30,093.49
Loan from Working Cash	<u>5,000.00</u>
	<u>35,093.49</u>

Total Available \$101,988.32

Disbursements:

Investments	<u>100,000.00</u>
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Balance on Hand October 31, 1982 \$ 1,988.32

BOND AND INTEREST #4

Balance on Hand September 30, 1982 \$ 93,484.28

Receipts:

Taxes	<u>38,994.17</u>
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Total Available \$132,478.45

Disbursements:

Investments	<u>127,000.00</u>
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Balance on Hand October 31, 1982 \$ 5,478.45

WORKING CASH FUND

Balance on Hand September 30, 1982	\$131,213.50
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Receipts:

Interest on Investments	6,741.58
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Total Available	\$137,955.08
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Disbursements:

Investments	125,000.00
Loan to B & I #1	5,000.00
	<u>130,000.00</u>

Balance on Hand October 31, 1982	\$ 7,955.08
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INSURANCE FUND

Balance on Hand September 30, 1982	\$ 50,851.36
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Receipts:

Taxes	6,407.03
Expenditure Credits	<u>99.16</u>
	<u>6,506.19</u>

Total Available	\$ 57,357.55
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Disbursements:

Expenses for October	<u>6,176.38</u>
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Balance on Hand October 31, 1982	\$ <u>51,181.17</u>
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FUNDS INVESTED

Central National Bank	S & C	Variable	\$405,000.00	
Farmers National	S & C	9.00	107,630.11	
Dixon National	S & C	12.47	200,000.00	
Farmers National	S & C	10.952	105,000.00	
First National	S & C	9.643	75,000.00	
First National	S & C	10.123	92,289.57	
Rock Falls National	B & I #1	12.75	11-20-82	259,000.00
Rock Falls National	B & I #1-Passbook	5.50		1,502.52
Rock Falls National	B & I #1	10.00	11-15-82	106,482.19
Rock Falls National	B & I #1	13.098	11-22-82	115,000.00
Rock Falls National	B & I #1	8.75	11-18-82	100,000.00
Rock Falls National	B & I #4	13.098	12-20-82	100,000.00
Rock Falls National	B & I #4	8.75	11-18-82	127,000.00
Rock Falls National	Working Cash	Variable		1,146,000.00
Rock Falls National	Working Cash	9.90	3-29-83	266,953.42
Dixon National	Working Cash	9.90	3-29-83	287,550.94
Rock Falls National	Working Cash	12.75	11-15-82	211,441.09
Dixon National	Working Cash	12.47	11-28-82	79,466.20
Farmers National	Working Cash	10.00	3-30-83	106,728.01
Rock Falls National	Working Cash	11.50	2-14-82	150,000.00
Rock Falls National	Working Cash	13.098	1-13-83	<u>300,000.00</u>

TOTAL INVESTED

\$4,342,044.05

SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Period Ending October 31, 1982

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

Cash on Hand	\$ 520.70
Workstudy Awards Receivable from Fed. Gov. 1982-83	125,658.00
Workstudy Awards Capital 1982-83	\$178,543.68
Workstudy Awards Paid 1982-83.	52,726.44
E.O.G. Awards Receivable from Fed. Gov. 1982-83.	58,798.00
Initial E.O.G. Awards Capital 1982-83.	32,494.00
Initial E.O.G. Awards Paid 1982-83	6,256.21
Renewal E.O.G. Awards Capital 1982-83.	26,304.00
Renewal E.O.G. Awards Paid 1982-83	6,250.00
PELL Grant Awards Receivable from Fed. Gov. 1982-83.	75,250.00
PELL Grant Awards Capital 1982-83.	119,250.00
PELL Grant Awards Paid 1982-83	-0-
Inactive Federal Grants.	<u>31,132.33</u>
	<u>\$356,591.68</u>
	<u>\$356,591.68</u>

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 10/31/82

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

ASSETS:

Cash in Bank	\$2,204.83
Notes Receivable	2,600.00
	<u>\$4,804.83</u>

LIABILITIES & NET WORTH:

Fund Equity	\$2,307.66
Net Profit	<u>2,497.17</u>
	<u>\$4,804.83</u>

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

INCOME:

Contribution Income	\$2,352.00
Interest Income	30.17
Bad Debts Repaid	<u>115.00</u>
	\$2,497.17

EXPENSES: NONE

NET PROFIT \$2,497.17

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 10-31-82

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

ASSETS:

Cash in Bank	\$ 73,425.34
Petty Cash	500.00
Accounts Receivable - Educational Fund	189.75
Inventory 6-31-82	89,090.84
	<u>\$163,205.93</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund	\$ -0-
Fund Equity	\$186,296.47
Net Loss	<u>(23,090.54)</u>
	<u>\$163,205.93</u>

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

INCOME:

Textbook Sales	\$110,412.19
Supply Sales	10,232.85
Miscellaneous Sales	3,688.23
Paperback Sales	1,541.58
Used Book Sales	7,288.54
Sales Tax Collected	6,556.34
Other Income	<u>152.77</u>
	\$139,872.50

EXPENSES:

Textbook Purchases	\$119,834.38
Supply Purchases	12,639.12
Miscellaneous Purchases	3,956.65
Paperback Purchases	1,246.18
Used Book Purchases	5,489.48
Sales Tax Paid	6,114.89
Salaries & Wages	8,879.36
Transportation Charges	2,864.76
Supply Expense	997.10
Equipment	178.46
Travel	140.54
Telephone	75.27
Dues & Subscriptions	-0-
Other Expense	567.76
Over & Under	(4.95)
Bad Debts	<u>(15.96)</u>
	<u>162,963.04</u>

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

\$ (23,090.54)

RESTRICTED PURPOSES FUND

October 31, 1982

Balance on Hand - September 30, 1982	\$195,686.53
October Receipts	124,030.42
Cash Over - October 15, 1982 Deposit	3.00
Cash Under - October 19, 1982 Deposit	(3.00)
	<u>TOTAL FUNDS AVAILABLE DURING OCTOBER</u>
	\$319,716.95
Cash Disbursements - October, 1982	<u>224,052.14</u>
Balance on Hand - October 31, 1982	<u>\$ 95,664.81</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

Comprehensive Fee Income	\$ 7,169.88
Athletic Income	-0-
Drama Income	181.00
Student Activity Income	249.00
Film Income	239.00
Student Newspaper Income	150.00
Cash Over & Under	.80
Other Income - Student Activity Only	-0-
	<u>TOTAL INCOME</u>
	<u>\$ 7,989.69</u>

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$20,346.	\$ 5,053.37
Cheerleader & Pom Pon Squad	850.	251.49
Speech Act. & Reader's Theatre	3,700.	1,073.64
Drama Expense	2,800.	557.21
Music Expense	3,800.	327.60
Student Activity Expense	9,650.	3,764.98
Student Newspaper Expense	3,400.	225.30
Associated Student Board Expense	1,000.	189.78
Women's Intercollegiate Expense	14,600.	3,143.45
Intramurals - Coed	150.	-0-
SVC Clubs	200.	-0-
Film Commission	1,400.	573.60
Art Exhibitions	-0-	-0-
Contingency Expense/Equipment	-0-	-0-
Contingencies/Non-Budgeted	304.	-0-
	<u>\$62,200.</u>	<u>TOTAL EXPENSE</u>
		\$ 15,160.42
Excess of Expenditures Over Revenue as of October 31, 1982		<u>\$ (7,170.73)</u>

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

October 31, 1982

ASSETS	REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank \$ 95,664.81	Due Educational Fund \$ 1,427.00	
Petty Cash 602.47	Due Building Fund 108.70	
Accts. Rec. 268,847.26	Due Student Loan Fund 179.30	
Investments 100,000.00	Due Bookstore 369.73	
	Out of District Fees 682.20	
	Student Tuition 339,650.00	
	Tuition Refunds (27,140.00)	\$315,276.93
	<u>RESTRICTED AGENCY FUND LIABILITIES</u>	
	Child Care Operations \$ 1,230.42	
	Parking 2,979.12	
	Recreation Room Fund 7,794.33	
	Student Locker Fund 481.50	
	Land Lab 3,910.78	
	Community Services 6,404.11	
	Photography Supplies 1,254.64	
	Highway Emer. Rescue Tech. -0-	
	LPN Supplies 341.04	
	Title II Library 840.00	
	HEW Nursing Grants -0-	
	Nursing Capitation Grant (294.00)	
	Indochinese Grant 1,555.47	
	1981-82 Disadvantaged Gt. 2,673.43	
	1982-83 Disadvantaged Gt. (535.50)	
	Disadv. & Handicapped Gt. (1,456.43)	
	Seminars & Workshops 284.83	
	Humanities Open House 90.85	
	Miscellaneous Account 293.88	
	Student Clubs 756.56	
	Adult Learning Bk. Chges. 1,878.59	
	Community Theatre 49.70	
	College Van 1,927.92	
	Vocation Info. Prog. 1,581.25	
	Student Act./Spec. Proj. 111,653.57	\$145,696.06
	<u>FUND EQUITY</u>	
	July 1, 1982 \$11,312.28	
	Excess of Expenditures Over	
	Revenue as of	
	October 31, 1982 (7,170.73)	\$ 4,141.55
TOTAL ASSETS \$465,114.54	TOTAL LIABILITIES & FUND EQUITY	\$465,114.54

SAUK VALLEY COLLEGE

APPROVED BY

Sigridta Juscott

PRESIDENT

Kayh Fisher

SECRETARY

DATE 11-22-82