



# SAUK VALLEY COLLEGE

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

Office of the Secretary  
to the Board of Trustees

January 19, 1983

## PUBLIC NOTICE

OF

MEETING

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

WHO: SVC Board of Trustees

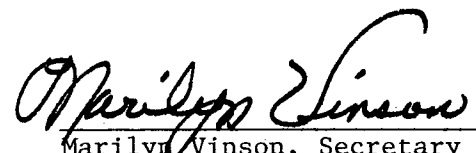
WHEN: Monday, January 24, 1983 6:00 p.m.

WHERE: Third Floor Board/Conference Room

TYPE: Open Session

PURPOSE: "Round Table" discussion on the request for tax abatement. (No action will be taken)

AGENDA: An informational "round table" style discussion on the tax abatement request. Attorney Pace and Bob Mansen will be participants.

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

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING  
2K2 Faculty Dining Room Second Floor  
January 24, 1983 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. Guidelines on Use of Site and Construction Fund
- F. Personnel Recommendations:
  - 1. Approval of Electronics Position
  - 2.
- G. Other Actions:
  - 1. Acceptance of Donation
  - 2. Policy Revision: Use of College Facilities (Second Reading)
  - 3. Tax Abatement Request
  - 4. DAVTE Apportionment
- H. Reports:
  - 1. Student Trustee
  - 2. ICCTA Representative
  - 3. Foundation Liaison
- I. President's Report:
  - 1. Enrollment Report
  - 2. Award of Economic Grant
  - 3. Senior Citizens Golden Age Tuition Pass
  - 4. Plan for Program Review
  - 5. Study of Intermediate Facility Needs
  - 6. Other
- J. Time of Next Meeting
- K. Executive Session

# MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

January 24, 1983

The Board of Trustees of Sauk Valley College met in special meeting at 6:00 p.m. in the Board Room and then met in regular meeting at 7:30 p.m. in Room 2K2.

Call to Order: Chair Prescott called the special meeting to order at 6:00 p.m. and the following members answered roll call:

John Fassler	Kay Fisher
Dick Groharing	Dave Mandrgoc
Ann Powers	

Absent: Oscar Koenig

Tax Abatement: Chair Prescott noted that this special meeting had been called for a round table discussion on a request for tax abatement.

The Board had been asked in a previous meeting to consider joining other affected taxing districts to offer a 10-year tax abatement as an incentive for a potential new industry for our area. The Board then requested the legal counsel, as well as a representative of the local citizen's committee sponsoring this activity, to be present to assist in the discussion of this matter.

Bob Mansen, chair of the citizen's committee, introduced Mr. Ben Fletcher (Superintendent of the Amboy Unit District) and Mr. Larry Hawes, Amboy banker.

A discussion then took place on this request. No action was taken at this time.

Regular Meeting: At 7:30 p.m. Chair Prescott called the regular meeting to order 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 Groharing and seconded by Member Fisher that the Board approve the minutes of the December 20th and January 10th meetings as presented. In a roll call vote, all voted aye. Motion carried.
- Treasurer's Report: It was moved by Member Koenig and seconded by Member Powers 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 Fisher and seconded by Member Koenig that the Board approve the disbursements in the following amounts:
- |                     |              |
|---------------------|--------------|
| Educational Fund    | \$384,471.08 |
| Building Fund       | 19,025.05    |
| Site & Construction | 460.00       |
| Insurance Fund      | 2,949.87     |
- In a roll call vote, all voted aye. Motion carried.
- Payroll: It was moved by Member Koenig and seconded by Member Powers that the Board approve the December 30 payroll in the amount of \$183,262.52 and the January 15 payroll in the amount of \$127,935.63. In a roll call vote, all voted aye. Motion carried.
- Site and Construction Fund: It was moved by Member Mandrgoc and seconded by Member Groharing that the Board approve the attached statement and guidelines on the use of the Site and Construction funds. In a roll call vote, all voted aye. Motion carried.
- Electronics Position: It was moved by Member Koenig and seconded by Member Mandrgoc that the Board authorize a full-time faculty position in Electronics for the 1983-84 academic year. In a roll call vote, all voted aye. Motion carried.
- Donation: It was moved by Member Mandrgoc and seconded by Member Koenig that the Board accept the donation of a mule deer, a cougar, and a white-tail deer for our zoological collection, and send a letter of appreciation to Dr. Jack Alter for this donation. Motion voted and carried.

Policy Revision  
Use of College  
Facilities:

It was moved by Member Mandrgoc and seconded by Member Koenig that the Board approve the attached revised policies on the Use of College Facilities. In a roll call vote, all voted aye. Motion carried.

Tax Abatement  
Request:

It was moved by Member Mandrgoc and seconded by Member Fisher that the Board approve the attached resolution on the tax abatement request discussed at the earlier meeting. In a roll call vote, all voted aye. Motion carried.

DAVTE Apportionment  
Claim:

It was moved by Member Mandrgoc and seconded by Member Groharing that the Board authorize the administration to submit the claims for DAVTE apportionment for summer and fall of 1982. In a roll call vote, all voted aye. Motion carried.

Reports:

Member Groharing reported on recent happenings at the ICCTA meeting.

Member Fisher noted that in the election of officers for the Foundation, that Dave Allen had been re-elected President, Ed Sandoval, Vice-President, Greg Schott, Secretary and Gary Roth, Treasurer. She said that the February meeting would be a dinner meeting at the Rock River Country Club and that all Trustees were invited. This dinner will be held on February 15th at 6:30 p.m.

Dr. Garner reported on the speaker for the Foundation annual meeting, a 14% increase in enrollment for spring, the status of the economic development grant, the senior citizens Golden Age Tuition Pass, a study of intermediate facility needs, a visit by Congresswoman Lynn Martin, and he introduced Dean Foster who detailed the administration's plans for Program Review.

Executive  
Session:

At 8:25 p.m. it was moved by Member Powers and seconded by Member Mandrgoc that the Board adjourn to executive session to discuss collective negotiating matters and appointment, employment or dismissal of an employee or officer. In a roll call vote, all voted aye. Motion carried.

Regular  
Session:

At 9:58 p.m. the Board returned to regular session.

Next  
Meeting:

It was moved by Member Mandrgoc and seconded by Member Fisher that the next meeting for the Board of Trustees be set for 7:30 p.m. on Tuesday, February 22, 1983. In a roll call vote, all voted aye. Motion carried.


The meeting of February 28th was cancelled.

Adjournment:

Since there was no further business, it was moved by Member Fassler and seconded by Member Fisher that the Board adjourn.

The meeting adjourned at 10:00 p.m.

Respectfully submitted:

  
Richard B. Groharing, Secretary

For Board Meeting of  
January 24, 1983

Agenda Item E-4

STATEMENT AND GUIDELINES  
ON USE OF  
SITE AND CONSTRUCTION FUND

A Statement and Guidelines on the Use of the Site and Construction Fund was presented at the last meeting of the Board of Trustees.

In the interim, we have sought legal counsel, whose advisement has led to the attached revised guidelines.

RECOMMENDATION: It is recommended that this statement and set of guidelines be endorsed.

STATEMENT AND GUIDELINES  
ON USE OF  
SITE AND CONSTRUCTION FUND

General Statement

The Site and Construction Fund was created as a part of the Illinois Public Community College Act (Article III A - 103 A-1) for the purpose of "purchasing or improving community college sites" and for "building, equipping, altering or repairing community college buildings."

Over the years, Sauk Valley College, like many other community colleges, has enjoyed a balance in this fund therefore available for our continuing use for projects consistent with the original purpose as stated and interpreted by legal and fiscal policy on the state and local level.

The need to provide and equip our building is not a static one. It is instead a dynamic need that continues over time. The changing needs of instruction and its administration require additions, change and modifications in building and equipment which are viewed as an appropriate use of these funds.

The Sauk Valley College Board of Trustees hereby establishes for itself the following guidelines to provide direction and consistency of action as it determines use of this fund in the future.



## GUIDELINES

1. Fund expenditures shall be for those purposes falling within the general guidelines of
  - a. section 103 A-1 of the Illinois Public Community College Act, which includes "purchasing or improving community college sites" and for "building equipping, altering or repairing community college building.
  - b. The original resolution of the Sauk Valley Board, April 4, 1966, which defined the purpose "to pay the cost of a site for junior college purposes and to build and equip suitable buildings thereon."
2. The general posture toward, and the use of, this fund shall be directly supportive of the comprehensive mission of the college and its primary focus on instruction.
3. Fund use shall include capital improvements, modifications, and repairs of the buildings and grounds that are of a "one time" nature. It shall not be used for maintenance and recurring repairs which are more appropriately considered operational.
4. The fund may be used for providing equipment and its peripherals for instructional programs and their administration. Such expenditures shall be by their nature significant, one-time investments for long-term use, which are non-consumable and not readily disposed.
5. A deliberate effort shall be made to maintain a significant balance in this fund to provide for the foregoing uses which shall be anticipated or unanticipated.

For Board Meeting  
January 24, 1983

Agenda Item F-1

APPROVAL OF ELECTRONICS POSITION

Approval is sought for re-establishing the full-time faculty position in electronics. Our assessment of the current and future need in this area, both locally and nationally, is convincing. While not as dramatic and pervasive as the current need in the computing field, it is, never the less, a counterpart in the "high-technology" evolution.

Attached are illustrations of the background analysis we've given to this request. In addition, we'll provide direct elaboration on this recommendation at the meeting.

Recommendation: It is recommended that a full-time faculty position in Electronics be authorized for the 1983-84 academic year.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 19, 1983

## MEMORANDUM

TO: Dr. Garner

FROM: Don Foster *DF*

SUBJECT: Recommendation for Electronics Position

Enclosed is the revised recommendation for the full-time electronics position. A statement from Gene Wagner has been added to explain the direction that the Electronics Program should take and to further explain the need for this type of program for graduating high school students and to provide trained people in electronics for local industry.

In addition, I contacted the larger high schools in our district as well as Whiteside Area Vocational Center and took a reading on the potential enrollment that we might expect in electronics if we upgrade the program. The general concensus is that a good program with a full-time instructor and state of the art equipment will be well received and we can expect added enrollment from graduating high school classes. Specifically, we can expect to receive some of the students who now go to private technical schools for electronics training--at a much greater expense.

Thus, the real support for this recommendation is not only the present enrollment, but the substantial future enrollment that can be realized by upgrading the program.

DF/js

cc Gene Wagner  
John Sagmoe

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 17, 1983

## MORANDUM

Dr. Garner

DM: Don Foster *DF*

RE: Recommendation for Full-time Electronics Position - Fall 1983

This memorandum will serve as a formal request to add a full-time position in electronics for fall of 1983. It is important that early approval be sought for this position in order to allow for adequate time to conduct a thorough search for a good candidate and to enable us to emphasize the enhanced quality in this program in our recruiting program over the coming months. It should also be noted that there will also be a request for a major upgrade in equipment for the Electronics Program as part of the budget request for 1983-84.

The rationale in support of this recommendation is outlined below.

### 1. Program Coordination

The absence of a full-time faculty member in the electronics program is detrimental to both quality and growth. The use of four or five part-time faculty members each semester presents serious problems of coordination of course content and the process of instruction. Also, there are serious problems of security and maintenance of equipment resulting from so many faculty members involved. The program, as it presently exists, lacks both direction and continuity.

### 2. Scheduling

Because the program is taught by part-timers, there are serious scheduling problems since qualified instructors can not be found to staff day time classes. Thus, we are relying too much on evening enrollment and not meeting the needs of younger (daytime) students in the electronics area.

### 3. Recruitment and Advisement

The employment of a full-time faculty member for this program would provide some badly needed academic advisement and student recruitment for the electronics area. Currently this is being done by the division head and

the Counseling Department. The size of this program clearly warrants a full-time faculty member to provide advisement and coordinate the student recruitment activities in the electronics area. This will also enhance student retention.

#### 4. Program Development

The addition of a full-time faculty member will facilitate the long overdue development and updating of the Electronics Program. Both the curriculum and the equipment are in need of major revision and updating.

#### 5. Linkage to Data Processing - Computer Area

This position is needed to provide linkage with, and enhancement of, the high technology areas that focus on the Data Processing Program and emerging Computer Science area. There is currently very little tie-in between the Electronics and Computer Programs--which is a serious deficiency. The person selected for this full-time position will be competent in computer operation and programming as well as fully qualified in electronics.

#### 6. Reduction of Part-time and Overload Costs

The cost of this position would be partly offset by corresponding reductions in part-time and overload salaries.

#### 7. Enrollment

The enrollment history of the electronics area for the past four years is outlined below.

<u>Semester</u>	<u>Course</u>	<u>Head Count Enrollment</u>
Spring 83	EET 101A - Electrical Wiring	14**
	EET 101N - Electrical Wiring	15**
	EET 106A - Direct Current Circuits	24
	EET 106N - Direct Current Circuits	10
	EET 111N - Transistor Electronics	10
	EET 111A - Transistor Electronics	23
	EET 211N - Transistor Circuits	11
	EET 252N - Industrial Control	7
	EET 260N - Circuits Analysis and Operations	8
	Total	122*

\*Based on end of stand up registration 1-14-83

\*\*NOTE: EET 101 - Electrical Wiring course is not a part of the Electronics Program--although the course is listed in the electronics area.

<u>Semester</u>	<u>Course</u>	<u>Head Count Enrollment</u>
Fall 82	EET 101A - Electrical Wiring	16**
	EET 101N - Electrical Wiring	21**
	EET 105A - Direct Current Fund.	31
	EET 105N - Direct Current Fund.	18
	EET 110A - Digital Circuits	24
	EET 110N - Digital Circuits	18
	EET 205N - A.C. Circuits Analysis	9
	EET 210N - Pulse and Switch Circuits	8
	Total	145
Spring 82	EET 101N - Electrical Wiring	18**
	EET 106N - Direct Current Circuits	13
	EET 252N - Industrial Controls	5
	Total	36
Fall 81	EET 101N - Electrical Wiring	27**
	EET 101NA - Electrical Wiring	16**
	EET 105 - Direct Current Fund.	37
	EET 110 - Digital Circuits	18
	EET 251 - Computer Systems	10
	Total	108
Spring 81	EET 101N - Electrical Wiring	25**
	EET 101NA - Electrical Wiring	10**
	EET 106 - Direct Current Circuits	5
	EET 205 - A.C. Circuits Analysis	1 (tutorial)
	EET 211 - Transistor Circuits	2 (tutorial)
	EET 260 - Circuit Analysis	1 (tutorial)
	Total	44
Fall 80	EET 101N - Electrical Wiring	20**
	EET 101NA - Electrical Wiring	30**
	EET 105 - Direct Current Fund.	20
	EET 106 - Direct Current Circuits	1 (tutorial)
	EET 110 - Digital Circuits	15
	EET 205 - A.C. Circuits Analysis	3 (tutorial)
	EET 210 - Pulse and Switching Circuits	7
	Total	96

\*\*NOTE: EET 101 - Electrical Wiring course is not a part of the Electronics Program--although the course is listed in the electronics area.

<u>Semester</u>	<u>Course</u>	<u>Head Count Enrollment</u>
Spring 80	EET 101N - Electrical Wiring	24**
	EET 101NA- Electrical Wiring	24**
	EET 106 - Direct Current Circuits	12
	EET 205 - A.C. Circuits Analysis	1 (tutorial)
	EET 252 - Industrial Controls	11
	EET 260 - Circuits Analysis	5
	Total	77
Fall 79	EET 101N - Electrical Wiring	15**
	EET 101NA- Electrical Wiring	22**
	EET 105A - Direct Current Fund.	20
	EET 105N - Direct Current Fund.	21
	EET 205 - A.C. Circuits Analysis	10
	EET 210 - Pulse and Switching Circuits	2 (tutorial)
	EET 251 - Computer Systems	3 (tutorial)
	Total	93

#### Summary

Finally, it should be noted that the electronics area is an integral part of the high technology area that the college must respond to. The computer-data processing area and electronics area are the foundation of a solid institutional response to the high technology field for the community we serve. This is a growth area--locally, state wide, and nationally. If the college is to remain viable, it must shift its resources from areas of low growth to areas of growth or it will become stagnant and ineffective.

The recent decision to retrain and reassign a speech/theatre instructor to the Data Processing Program is a part of this needed reallocation of resources. The addition of this requested full-time electronics position is a necessary part of this process.

\*\*NOTE: EET 101 - Electrical Wiring course is not a part of the Electronics Program--although the course is listed in the electronics area.

DF/js

cc Gene Wagner  
John Sagmoe

# SAUK VALLEY COLLEGE


RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 18, 1983

## MORANDUM

Don Foster

TO: Gene Wagner 

Electronics Position

Sauk Valley is requesting a full-time instructor for the Electronics Technology Program. It is important that those involved in the recommendation and approval of this position be aware of the direction of the program, both as it has been in the past and the direction in the future.

The current program has not been revised for at least 8 years. In a program such as electronics, constant revision is required. (The Community colleges that are contiguous with us have revised their programs as many as four times in the same period.) Constant revisions are necessary to <sup>keep</sup> the program as near to the state-of-the-art as possible. Our program is currently electricity/electronics oriented and has some emphasis on transistors. That was feasible 8-10 years ago. Since that time there has been an advance into the microprocessor stage, the combination with computers and moving on into robotics. In addition, as we view high technology needs of today, we find the combination of electronics, computer science, mechanical design (where we need to analyze CAD/CAM needs), and fluid power all a part of new manufacturing systems. Our current electronics program does not fit into the high technology of today and we do not have individuals on staff that can bring the program to this level of expertise.

The authorization of the electronics position would allow a number of changes in the services the institution can provide our district. The service would include but not be limited to:



Don Foster  
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1. Providing a quality program for students graduating from high school or the Whiteside Area Vocational Center with an electronics program that will train them for the current and potential job market.
2. Provide a quality program for those individuals that need to retrain or upgrade their skills in order to retain their jobs.
3. Provide local industry with quality graduates in electronics and related electronics fields such as robotics, electronics maintenance, and computer aided manufacturing.
4. Provide in-service training for local industrial personnel.

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As we review the services that this position would provide, we need to analyze the benefits. The major benefit will be that of providing a quality program. A quality program with a full-time instructor will allow us to do a better job of recruiting students into our program. This is especially true of the traditional high school graduate. Currently, they are able to analyze programs that are being offered in electronics at Illinois Valley, Kishwaukee, Rock Valley, Highland, Blackhawk and private technical schools and readily see the emphasis placed on current high technology in electronics. Emphasis in the programs are on industrial application such as microprocessors, computers, and robotics along with basic electronic theory. These programs are in the right direction and it becomes difficult for our Student Services staff to recruit into our program that still has electricity and transistor emphasis.

Don Foster  
January 18, 1983  
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The remaining benefits focus on:

- 1) graduating well trained students for positions-- local, state, or national, and
- 2) providing a program for local industry so that they in turn will look at Sauk Valley for their training needs.

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At this point, comments have been made on the program, the services, and the benefits. How do we proceed if we are to provide the above. Staffing with a well-qualified individual is essential. This person must be capable of providing curriculum development leadership, work with an advisory committee, be able to work with high school students when it relates to recruiting and work with industry in developing training. In addition, the person must stay current in electronics/high technology.

The Electronics Technology Program has similar growth potential to that of Data Processing/Computer Science. In fact, in today's technology the programs can be closely related. We have high quality instruction in our computer technology area and must have the same quality in Electronics.

EHW/lm

For Board Meeting of  
January 24, 1983

Agenda Item G-1

#### ACCEPTANCE OF DONATION

Dr. Jack Alter has offered to donate three North American animal specimens to our zoological collection. These are a mule deer, a cougar and white-tail deer collected from the wilderness in Montana by Bob Marshall.

#### RECOMMENDATION:

It is recommended that the donation from Dr. Alter be accepted and appropriate recognition of this generosity be provided.

For Board Meeting  
of January 24, 1983

Agenda Item G-2

POLICY REVISION - USE OF COLLEGE FACILITIES  
(SECOND READING)

Several modifications have been made in the policy as a result of suggestions and/or questions raised at the last meeting. Those modifications are:

1. Page #4: In the footnote under the schedule of rates, DROP the sentence "The basic personnel rate is \$12 per hour with a two hour minimum".
2. Page #9: Eliminate paragraph on the "Use of the Elevator".
3. Page #11: Replace the paragraph on "Telephone Service" with the following:

Telephones are a vital part of the college operation. Their primary use is for college business. Their proper care is the responsibility of the staff. The college must be reimbursed for any personal toll calls.

Public phones are placed strategically throughout the facility. Their use by students and public is encouraged.

RECOMMENDATION: Board approval of the attached policies as revised.

512.01 Use of College Facilities

- A) A major responsibility of a comprehensive community college is to open its resources to the community it serves. The Board of Trustees may grant permission for use of college premises to recognized public and/or private citizen's organizations, provided the purpose of such renders a distinct educational and/or cultural value for the community. However, the educational, co-curricular and community service of the programs of the college will normally take precedence over outside activities. The Board of Trustees may deny the use of college facilities to any persons or groups whose policy or practice is considered by the Board to be detrimental to the best interests of the college.
- B) The rules and regulations for the use of building and grounds is fully described in the following Building and Grounds Utilization Policy

2-12-79

Revised 1-24-83

SAUK VALLEY COLLEGE

BUILDING AND GROUNDS UTILIZATION POLICY

STATEMENT OF PHILOSOPHY

A major responsibility of a comprehensive community college is to open its resources to the community it serves. One vehicle through which this may be achieved is a building utilization policy that provides responsible students and community groups with open access to the college buildings and other physical facilities. It is recognized that weekends and early evening hours are the normal time periods during which students, faculty, and community organizations would usually wish to schedule special activities at the college.

POLICY GUIDELINES

The priorities listed below refer to on-going college functions as well as meetings or activities which a non-college group, organization or individual wishes to schedule at SVC on an occasional or one-time basis. Requests for the use of college facilities on a regular or long-term basis must be addressed to the College President and require the approval of the Sauk Valley College Board.

The following priorities are established for utilization of facilities at Sauk Valley College:

PRIORITY #1: INSTRUCTION

SVC classroom instruction (no fees assessed).

PRIORITY #2: COLLEGE RELATED ACTIVITIES

College related activities initiated and participated in by SVC faculty, students, or staff. (No fees assessed).

PRIORITY #3: EDUCATIONAL INSTITUTIONS

Cooperative activities on an occasional basis with other educational institutions including local public schools and other colleges and universities. (no rental fees assessed, but non-college groups are expected to pay the actual direct\* costs incurred by the college in instituting the cooperative activity. These costs will be determined by the Director of Public Information and/or the Dean of Business Services.

PRIORITY #4 NOT-FOR-PROFIT GROUP ACTIVITIES

Cooperative activities on an occasional basis with local groups and organizations that may be of general interest to the SVC student body, college staff or community. Such organizations include churches, community service clubs, political action groups, hobby-leisure time organizations, and other governmental bodies. (Rental fees assessed based on the college's approved rental rate schedule for non-commercial groups).

PRIORITY #5 COMMERCIAL

Commercial ventures that are profit-making for private gain but by virtue of the events they sponsor may also provide a service to the college, its students, and/or the community. (Rental fees assessed based on the approved rental rate schedule for commercial groups).

Any problems regarding interpretation of the above priorities or implementation of this policy shall be resolved administratively by the Director of Public Information with appropriate counsel from the Building and Grounds Committee appointed by the President.

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\*Direct costs are those associated with the activity such as equipment, supplies, insurance, electrical hookups, or personnel (custodial, security, lighting equipment operators, etc.)

RENTAL RATES

The following rates are those assessed for commercial activities (See Priority 5) and non-commercial activities (See Priority 4). Unless stated otherwise, these rates apply to all or any part of one day.

SCHEDULE OF RATES \*

Area	Commercial	Non-Commercial
GYM	\$500	\$200
WEST MALL	\$350	\$150
CAFETERIA	\$200	\$100
LITTLE THEATRE	\$150	\$50
EAST MALL	\$140	\$50
PRIVATE DINING	\$100	\$40
CLASSROOMS OR LANGUAGE LABORATORY	\$75	\$25
ATHLETIC FIELDS	Does Not Apply	\$25/game
TENNIS COURTS	Does Not Apply	per hour \$1 per court
TRACK/STADIUM	\$500	\$100
CROSS COUNTRY COURSE	Does Not Apply	per practice \$25 per meet
PARKING LOTS	\$500	\$200
RIVERFRONT	\$400	\$50
LAWN	\$300	\$50

\*These are basic rates designed to include indirect costs such as use of toilets, wear and tear on facility and routine maintenance.

All direct costs associated with the activity are extra, such as: equipment, supplies, insurance, electrical hook-ups, or personnel (custodial, security, lighting equipment, operators, etc.).

Note: The college reserves the right to charge commercial activities more than the rental rates established above by structuring a profit-sharing agreement between the college and the sponsoring organization.



### Policy Guidelines (con't.)

The Director of Public Information is delegated the authority to determine the priority classification and commercial aspect of a particular event and to be responsible for requiring:

- 1) adequate insurance
- 2) personnel, and a security force necessary to successfully supervise the event

Groups using college facilities must abide by the requirements of the laws of the State of Illinois, as well as the Building Regulations of Sauk Valley College. Specifically, the use of alcoholic beverages or controlled substances is prohibited on college property or in college facilities. Any group using college facilities must be under the supervision of an adult at least 21 years of age.

### IMPLEMENTATION PROCEDURES

Community Groups. Outside organizations wanting to use college facilities may contact the Director of Public Information to initiate a room reservation process. All outside groups (whether they are assessed a fee or not) are expected to complete the college form entitled "Agreement Granting Use of College Facilities".

Faculty and Student Groups. Any student group whose meeting or activity is designed primarily for participation by its members only shall be granted rent-free use of college facilities with the approval of the Coordinator of Student Activities.

Any student group whose activity is designed primarily for the participation of Sauk Valley students at large or the general public, must receive the approval of both the Associated Students' Board and the Coordinator of Student Activities.

Policy Guidelines (con't.)

Faculty groups wishing to use college facilities for meetings of an academic or professional nature may schedule college facilities rent-free by contacting the Director of Public Information.

Co-Sponsorship. Co-sponsorship can occur through the cooperative efforts of the Student Activities Office or a SVC student or faculty group and at least one of the following:

- a) A non-SVC student group
- b) A commercial group
- c) A civic or governmental organization
- d) A group from another educational institution

Any SVC party intending to become involved with co-sponsoring an activity must request in writing and receive written approval for their activity from the College Building Utilization Committee. All non-college groups co-sponsoring an event must sign the college form entitled "Agreement Granting Use of College Facilities".

## SUPPLEMENTAL REGULATIONS

### ASSIGNMENT OF SPACE

The assignment of all space, with the exception of instructional and office space, has been delegated to the Director of Public Information. The Director of Admissions and Counseling, in consultation with the Instructional deans, will assign all instructional spaces. He is also responsible for any room changes and none can be effected without his written authority. Office spaces will be assigned by the Dean of Instruction.

### CALENDAR OF SPECIAL EVENTS

All events which are not on the published college calendars must be scheduled in the office of the Director of Public Information, which maintains a calendar of special events. This calendar is issued weekly before noon on Friday when school is in session. If special custodial and engineering services or audio-visual equipment are needed, they must be requested at this time. Request forms for space and special services must be completed at least one week prior to the event, but events to be calendared should be cleared as soon as dates and times are firm. This is stressed since no two major events should be scheduled in the same facility at the same time.

### CUSTODIAL AND ENGINEERING SERVICES

In the interest of coordination so that the best services may be rendered, it is necessary that direct requests for services to the janitorial staff or plant engineers be avoided. Requests for services incidental to the normal program of the college should be directed to the Dean of Business Services. If services are required for calendared special events, requests for these services must be made through the Director of Public Information who will make arrangements with the Dean of Business Services.

### TRAFFIC AND PARKING

Sauk Valley College is a commuter college which necessitates the use of private automobiles by students, faculty and employees. Therefore, it is incumbent upon each individual to make judicious use of the campus drives and parking spaces. "Motor Vehicle Registration and Parking Regulations" have been approved by the Board of Trustees. Copies of these regulations may be obtained from the Office of the Dean of Student Services.

### KEYS AND CLEARANCE

Appropriate keys may be obtained from the Director of Building & Grounds. Proper approval must be obtained from the Dean of Business Services. Security of the buildings and equipment of the college are in part dependent on the careful handling of keys. Upon completion of employment each faculty or staff member is expected, prior to the receipt of his last paycheck, to obtain appropriate signatures on a clearance form indicating that all keys, supplies, library books, audio-visual equipment, etc., have been returned.

### SAFETY AND SECURITY

Safety and security are the responsibilities of the Dean of Business Services in consultation with the Dean of Student Services.

However, each person within the college community has the obligation to report suspicious persons and occurrences to a responsible college authority.

#### BUILDING SECURITY

Building security is a matter of concern to all college personnel. In order to control the number of personnel in the building after normal working hours a check-in and check-out book is maintained in the boiler room at the west entrance. On those occasions when no event is scheduled, all persons, with the exception of those persons on duty, must enter only through this entrance, sign the register noting the time of entry, and reason for entry. On departure the individual will give only the time of departure. Each individual must be prepared to furnish at all times positive identification to properly constituted authorities. These security requirements are effective from 10:30 p.m. until 7:00 a.m. each weekday and from 12:30 p.m. Saturday until 7:00 a.m. on Monday when no events are scheduled, or at any other time that the buildings are officially closed.

#### FIRE REGULATIONS

Because of the isolated location of Sauk Valley College, all persons should be aware of the dangers of fire. The fire should be picked up by the Honeywell fire alarm system, which will set off the klaxon horn. The alarm system is connected to the Dixon Rural Fire Protection fire alarm system. If a fire is discovered before the alarm sounds, call the operator by dialing 0 (zero) and notify her of the location. The operator will notify the Learning Resource Center which will give the location over the public address system. The operator will notify the Dixon Rural Fire Protection District at Dixon, 288-3321.

#### ACTION TO BE TAKEN IN EVENT OF FIRE

All persons who are not actively engaged in fighting the fire shall file out of the building at the nearest exit. Personnel should not return to the building until the all clear signal is given.

#### SMOKING AREAS

Smoking presents an ever present hazard to life and property in any public building. Efforts have been made to construct the building as fireproof as possible. However, flammable materials, such as papers, wooden desks, carpets, etc., are utilized and are dangerous if smoking materials are carelessly used.

#### ALLOWED SMOKING AREAS

Smoking is permitted in recreation rooms, offices, lounges, (where ash trays are provided), dining room, lounges located in the main malls with brick and terrazzo flooring, rest rooms and at other locations specifically marked.

#### FORBIDDEN SMOKING AREAS

Smoking is not permitted at any other location, including classrooms and study areas.

#### CONSUMPTION OF FOOD AND BEVERAGES

Food and beverages purchased in the dining and recreation rooms are to be consumed in those areas. Careless handling of food and beverages causes needless maintenance problems and increases the danger of vermin and damage to floors, furniture and carpeting.

## CIVIL DEFENSE

Sauk Valley College is on the area civil defense tornado alert system and will be alerted of any tornado conditions that exist in a fifty mile radius. The basement of the building has been designated by the Director of Civil Defense of Lee County as the safest and best protection in case of an emergency evacuation situation. In the case of an alert, communication for evacuation will be given over the public address system in the Learning Resource Center and by word of mouth. All procedures will be under the direction of the Dean of Student Services. Students and faculty will not be allowed to use their automobiles in leaving the area during an alert. When no students are present or classes are not in session, evacuation procedures will be directed by the senior college official present.

## NOTIFICATION OF ALERT

The office of the Dean of Student Services will keep all personnel apprised of the status of the weather warning in the event of threatening weather.

## EMERGENCIES AND FIRST AID

In the event of injury, first aid treatment and a nursing station is available in Room LM 4. No nurse or doctor is on duty. Serious emergencies requiring more than first aid should be taken to the nearest hospital.

## LOST AND FOUND

The Information Center maintains a lost and found service on the first floor. Articles which are found or turned in to offices should be sent to the Information Center as soon as possible.

### TELEPHONE SERVICE

Telephones are a vital part of the college operation. Their primary use is for college business. Their proper use is the responsibility of the staff. The college must be reimbursed for any personal toll calls.

Public phones are placed strategically throughout the facility. Their use by students and the public is encouraged.

### COLLEGE GROUNDS

Certain parts of the college grounds may be utilized by college and non-college organizations or groups if the activity in no way interferes with the educational program of the college. Application for the use of those areas such as tennis courts, baseball field, etc., must be made to the Director of Athletics, who will notify the Director of Public Information concerning such approvals. Non-college groups are required to sign the "Agreement Granting Use of College Facilities" as adopted by the Board of Trustees before using college grounds. Attention is invited to previous sections of these regulations. All persons utilizing college grounds are required to obey college regulations. Failure to do so may subject the person to ejection from the premises or even prosecution by civil authorities.



LIBRARY

The Sauk Valley College Library and Audio Visual Services are combined into one unit referred to as the Learning Resource Center. The purpose of the Center is to support the instructional aims of the college by providing materials and equipment for faculty and students.

The control of the usage of the Library Conference Room in the Center (3K3) has been delegated to the Coordinator of the Learning Resource Center. This conference room will not be assigned at any time the library is closed.

2-11-79

Revised 1-24-83

For Board Meeting  
of January 24, 1983

Agenda Item G-3

REQUEST FOR TAX ABATEMENT

The Board was asked in its previous meeting to consider joining other affected taxing districts to offer a 10-year tax abatement as an incentive for a potential new industry for our area. The Board asked for our legal counsel, as well as a representative of the local citizen's committee sponsoring this activity, to be present to assist in the discussion of this matter.

As a result, Mr. Pace and Mr. Robert Mansen (Chair of the Committee for New Commercial and Industrial Recruitment of the Sauk Valley Area Council for Economic Development), will have been present to participate in the earlier pre-meeting roundtable discussion on this topic.

Appropriate action can then be considered at this point in the meeting.



## SAUK VALLEY COLLEGE

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

OFFICE OF THE PRESIDENT

January 25, 1983.

COPY

### LETTER OF INTENT

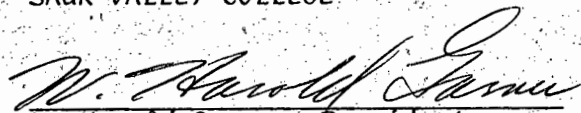
To: Iowa Beef Packing

On behalf of Sauk Valley College, I have been directed to forward to you the attached resolution. This resolution sets forth the intent of this taxing district to abate the taxes on the land over which you hold an option in Lee County. In the event that you exercise your option on the land located in Lee County, then this Board shall, by appropriate resolutions and motions, abate an equitable proportion of the tax to be assessed against that property over the next ten (10) years.

As reflected by the attached resolution, the Sauk Valley College Board will cooperate with other cooperating taxing districts in Lee County and will take such reasonable legal steps as may be appropriate to provide that taxes levied and imposed on behalf of this College shall only be based upon the assessed valuation of the option property as of the initial year of ownership. The total tax abatement for all taxing districts shall not exceed \$1,000,000.00; nor shall it extend beyond ten (10) years. We understand that the abatement by the various taxing districts will be proportional.

It is expected that further documentation may be required in order to carry out the intent of this resolution. We sincerely hope that you will consider Lee County as a site for a new midwest facility and we will cooperate with you in whatever way may be necessary for you to make a favorable decision on the Lee County site.

SAUK VALLEY COLLEGE

  
W. Harold Garner, President

## RESOLUTION

WHEREAS, Sauk Valley College is a duly created and existing taxing district, and

WHEREAS, Iowa Beef Packing (hereinafter called I.B.P.) is considering the building of a meat packing facility within the boundaries of this taxing district, and

WHEREAS, it is provided by Illinois Statutes, Chapter 120, par. 643 that certain taxing districts may "abate any portion of its taxes on the property of an industrial firm locating within the taxing district," and

WHEREAS, Sauk Valley College believes it is in the best interest of all of the residents of the College District that a meat packing facility of I.B.P. be located in the District.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1) The President of the College is hereby authorized and directed to contact all other taxing districts which may tax the land over which I.B.P. has obtained an option to purchase in Lee County, for the purpose of preparing whatever documents may be necessary to abate a portion of the taxes on the optioned land. He is further directed and authorized to cooperate with I.B.P. in providing whatever documentation may be necessary to carry out the intent of this resolution, the President of the College shall cooperate with all other taxing districts with the intent of abating a fair proportion of the tax to be imposed upon I.B.P. at a facility to be located in Lee County.

2) It is the intent of this resolution to abate a portion of the tax to be levied on the optioned land pursuant to the statutory provisions stated above for a period of up to ten (10) years. It is further the intent of this resolution to provide a working agreement for the fair apportionment of the tax abatement among the taxing districts.

3) The President of the College shall provide to the I.B.P. a letter of intent to abate taxes pursuant to Chapter 120, par. 643 of the Illinois Revised Statutes, to be imposed over the next 10 years, beginning in the tax year 1983, and that letter of intent shall provide as follows:

A. The total assessed valuation of the optioned property, once purchased by I.B.P. shall result in a fixed and certain tax in the first year of ownership by I.B.P. In the event that I.B.P. begins construction of a major meat packing facility on the optioned land during the first year of its ownership, then the total assessed valuation of that land, regardless of improvements, shall not be changed for up to ten (10) years after the beginning of the construction of that facility, subject to the \$1,000,000.00 total aggregate limitation for all taxing districts combined as provided in the above referred to statute.

B. It is expressly understood that the assessed valuation of the optioned property will be fixed from year to year by assessment authorities of Lee County, and it is that assessment which will determine the actual abatement during each year.

C. Each taxing district shall determine in year number one, the actual percentage of its tax relative to the entire tax on the optioned land. Upon the determination of the assessed valuation of the optioned land each year, the first year assessed valuation as described in 3-B above, shall be applied to the tax rates for the particular year. The resulting tax shall be the total real estate tax on the optioned land to be paid by I.B.P. during that particular year. The balance of the tax due shall be abated by each taxing district in a percentage assessed in the first year. Upon a determination that \$1,000,000.00 in actual tax has

been abated by the taxing districts, in the aggregate, or the ten (10) years stated in the statute have expired, then the abatement shall cease, and assessment and taxation shall continue as provided by law.

D. This tax abatement shall continue for up to ten (10) years provided that:

- i. I.B.P. exercises its present option on the land located in Lee County.
- ii. I.B.P. begins construction on a major meat packing facility within one (1) year of the exercise of its option to purchase the land.
- iii. I.B.P. continues to operate the meat packing facility on a full time basis each year for which abatement is provided after construction is completed.

4) It is expressly understood that this resolution contains the intent of this taxing district but additional documents will be required in order to carry out the intent of this resolution.

5) This resolution shall expire on February 16, 1983 unless the President of the College states in writing to the governing Board of this taxing district that I.B.P. has either extended their option or exercised their option on the described land. In the event that the option is extended, this resolution shall continue until revoked by subsequent motion or resolution of the Board.

This resolution adopted this 24th day of January, 1983.

SAUK VALLEY COLLEGE BOARD OF TRUSTEES

BY:

*Janita Prescott*  
Its President

ATTEST:

*Richard B. Johansen*  
Its Secretary

For Board Meeting  
of January 24, 1983

Agenda Item G-4

AUTHORIZATION TO  
SUBMIT DAVTE APPORTIONMENT CLAIM

The apportionment claims for summer and fall 1982 academic sessions for the Department of Adult Vocational Technical Education (DAVTE) have been prepared.

The Board should endorse the submission of these claims.

RECOMMENDATION: That the Board authorize the administration to submit the claims for DAVTE apportionment for summer and fall, 1982.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 20, 1983

## MEMORANDUM

TO: Dr. Garner

FROM: Don Foster *DF*

RE: DAVTE Apportionment Claim - Summer and Fall 1982

Enclosed is the DAVTE apportionment claim which requires your signature and that of the SVC Board secretary. It also requires SVC Board approval.

This claim is later than in prior years due to a delay at DAVTE in running the forms and deciding about the rules and procedures. As of this date we still do not know the exact amount per credit hour that we can expect to receive. The variable rates with three categories that prevailed last year have been eliminated and a single rate established. The best information that we have indicates that we will receive \$6.50 per credit hour for all vocational hours. However, the exact amount will be determined by DAVTE. Also, we still do not have any information on the ability to pay factor--which was .50 last year.

As always, DAVTE waits until all claims are received and then allocates available funds--often on a prorated basis. Enclosed is a chart with some comparative figures for prior years.

	<u>Fall 80</u>	<u>Summer 80</u>	<u>Fall 81</u>	<u>Summer 81</u>
Claimed	\$84,404.80	\$17,466.64	\$82,894.37	\$23,112.07
Expected Revenue	\$71,744.08	\$14,846.64	\$70,046.16	\$19,529.70
		<u>Summer 82</u>	<u>Fall 82</u>	
Now being claimed		\$17,966.00	\$83,993.00	

DF/js

cc Gene Wagner

Enclosure

RECEIVED

JAN 20 1983

Off. of the President



# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE January 11, 1983

## MORANDUM

SVC Faculty

M: Don Foster *DF*

: Program Evaluation and Review

One of the goals for the Division of Instruction for the 1982-83 school year is to develop and implement a program evaluation and review procedure and evaluate eight programs during the year. This goal reflects the Accent and Action Plan presented by Dr. Garner last spring and is listed as one of the overall goals for the college for the year. Also, starting in FY 1984 the Illinois Community College Board will require that 20% of all programs for each college be evaluated each year and the results submitted as a part of the RAMP document. This will be in effect for FY 84 and each year thereafter.

The programs to be evaluated on our campus this year as a pilot project are listed below:

- Art
- Speech/Theatre
- Medical Laboratory Technician
- Food Service
- Mechanical Design
- Office and Administrative Services (Secretarial Science)
- Construction Technology
- Agriculture

The quantitative information for this evaluation will be provided by the Research Office at ICCB. This will include data on enrollment history, unit cost, number of program completers and a range of other data from the Management Information System. The qualitative portion of the evaluation will be carried out with a questionnaire that has been developed here on campus with the assistance of the Academic Council and the Curriculum Committee. We have, and will continue to have, considerable local discretion in the design and format of the evaluation instrument. Thus, the form that has been developed is tailored to our needs at SVC. It was also kept as simple and as open ended as possible in order to allow for the considerable diverse nature of our programs. Complete copies of this document are available from my office on request.

SVC Faculty

-2-

January 11, 1983

Finally, a copy of the evaluation procedure is enclosed for your information. In this regard it is noteworthy that a major role will be played in this process by the faculty members who teach in each program and the Curriculum Committee. Since only the final page of the evaluation instrument will be sent to ICCB as part of RAMP, the major value of the evaluation will be the insights gained by the faculty members who participate in the process. After this first run through the evaluation instrument will be critiqued and modified before being used for the next year.

DF/js

cc Dr. Garner

Enclosure

## PROCEDURE FOR PROGRAM EVALUATION

1. The self-study will be conducted by the faculty in the program being evaluated, one counselor, and the assistant dean for the division. A copy of the results of the self-study will be provided for all members of the department for informational purposes.
2. The self-study report will be forwarded to the Curriculum Committee for its review and recommendations.
3. The recommendations of the Curriculum Committee will be forwarded to the Dean of Instruction for his review and recommendations.
4. The final report and the dean's recommendations will be forwarded to the college president for his review and recommendations.
5. A one-page final report for each program will be included in the RAMP document and submitted to ICCB in July.

Program \_\_\_\_\_

Year Evaluated \_\_\_\_\_

PROGRAM EVALUATION FORM

Program Data\*

	FY 78	FY 79	FY 80	FY 81	FY 82
Unit Cost	_____	_____	_____	_____	_____
Enrollment (Credit Hours)	_____	_____	_____	_____	_____
Number of Courses Offered	_____	_____	_____	_____	_____
Number of Sections	_____	_____	_____	_____	_____
Average Class Size	_____	_____	_____	_____	_____
Number of Students Enrolled in Program	_____	_____	_____	_____	_____
Number of Students Graduated from Program	_____	_____	_____	_____	_____
Number of Students Placed in Field of Training	_____	_____	_____	_____	_____
Followup Data from ICCB Transfer Study	_____	_____	_____	_____	_____

\*Note: This information will be provided by ICCB. The exact format is not known at this time.

INSTRUCTIONS FOR COMPLETING THE QUALITATIVE PORTION OF  
THE PROGRAM EVALUATION FORM

Please rate each program component or attribute according to the following scale by placing an (X) or (✓) at the point that, in your judgement, best represents the present status or situation. An example of this scale is provided below.

A. Course Outlines

	Inadequate	Average	Excellent
1. Outlines are reasonably complete	/	/	/ X /

In instances where the question may not be relevant indicate this by printing N/A in the ranking scale space.

Program \_\_\_\_\_

Year Evaluated \_\_\_\_\_

QUALITATIVE INFORMATION

I. Program Content

Inadequate      Average      Excellent

A. Course Outlines

- |  |   |   |   |   |   |   |
|--|---|---|---|---|---|---|
| 1. Are reasonably complete                 | / | / | / | / | / | / |
| 2. Appropriate for the<br>courses offered  | / | / | / | / | / | / |
| 3. Reflect current know-<br>ledge in field | / | / | / | / | / | / |
| 4. Contain clearly stated<br>objectives    | / | / | / | / | / | / |

B. Catalog Descriptions

- |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|
| 1. Reflect the actual<br>contents of courses  | / | / | / | / | / | / |
| 2. Are clearly stated                         | / | / | / | / | / | / |
| 3. Are consistent with the<br>course outlines | / | / | / | / | / | / |

C. Summary Remarks of Program Content

D. Suggested Improvements

## II. Instructional Material

### A. Textbooks

1. Textbooks are appropriate for the courses offered as part of the program in regard to:

	Inadequate	Average	Excellent
a. Content is appropriate for courses	/	/	/
b. Sequence of contents is appropriate	/	/	/
c. Appropriate reading level for type of student in the program	/	/	/
d. Cost is appropriate for community college students	/	/	/
e. Copyright date of textbooks is reasonably current	/	/	/

### B. Course Syllabi

1. Are clearly written	/	/	/
2. The course requirements are clearly spelled out	/	/	/
3. Contain an accurate topical outline of material to be covered	/	/	/
4. Course objectives are clearly stated	/	/	/
5. Supplemental sources are listed to encourage additional reading	/	/	/

- |  | Inadequate | Average | Excellent |
|--|------------|---------|-----------|
| C. <u>Evaluation</u>   |            |         |           |
| 1. Appropriate evaluation system to measure student mastery of the course material | /          | /       | /         |
| 2. Evaluation system reflects course objectives                                    | /          | /       | /         |
| D. <u>Summary of Instructional Material</u>  |            |         |           |

E. Needed Improvements

III. Faculty

A. Number of Faculty

Full-time \_\_\_\_\_

Part-time \_\_\_\_\_

B. Training

1. Number of faculty with advanced degrees (MA or above) in the field of instructional assignment.

Full-time \_\_\_\_\_

Part-time \_\_\_\_\_

2. Number of faculty without advanced degrees in field of instructional assignment.

Full-time \_\_\_\_\_

Part-time \_\_\_\_\_

3. Number of faculty who have completed one or more graduate courses in their field within the past two years.

Full-time \_\_\_\_\_

Part-time \_\_\_\_\_



4. Number of faculty who regularly participate in professional growth activities other than formal graduate work.

Full-time \_\_\_\_\_

Part-time \_\_\_\_\_

C. Summary of Faculty Strengths

D. Summary of Areas in Need of Improvement

IV. Scheduling

A. Number of Sections

- |   |             |               |
|---|-------------|---------------|
| 1. Number of sections offered in present school year.           | <u>Fall</u> | <u>Spring</u> |
| 2. Number of sections of survey courses offered in 1981-82.     | <u>Fall</u> | <u>Spring</u> |
| 3. Number of sections of non-survey courses offered in 1981-82. | <u>Fall</u> | <u>Spring</u> |

B. Time Slots

1. Are the time slots appropriate to meet the needs of

	Inadequate	Average	Excellent
Non-majors	/	/	/
Majors	/	/	/

2. Are there a sufficient number of evening courses offered

/ / / / /

3. Are there a sufficient number of day classes offered

/ / / / /

4. In general, are the courses scheduled to enable the students enrolled in the program to cycle through within a reasonable period of time

/ / / / /

C. Summary of Strengths of Scheduling Pattern

D. Summary of Needed Schedule Improvements

V. Instructional Facilities

A. Classrooms

	Inadequate	Average	Excellent
1. Proper size	/	/	/
2. Appropriate arrangement for type of instruction	/	/	/

B. Laboratories

1. Proper size	/	/	/
2. Proper layout for type of instruction	/	/	/
3. Properly furnished (sinks, tables, etc.) for type of instruc- tion	/	/	/

C. Summary of Instructional Facilities

D. Anticipated Space and Facility Needs Over the Next Five  
Years to Keep this Program Viable

VI. Equipment

Inadequate      Average      Excellent

A. Is the instructional equipment adequate and up to date for the academic area      /      /      /      /      /      /

B. Is the instructional equipment available in sufficient quantity for the instructional situation      /      /      /      /      /      /

C. Summary of Equipment Status for the Program

D. Anticipated Equipment Needs Over the Next Five Years to Keep this Program Viable

VII. Library Support

A. Are there adequate books in the LRC to provide support for the program      /      /      /      /      /      /

B. Are the books sufficiently current and up to date      /      /      /      /      /      /

	Inadequate	Average	Excellent
C. Are there adequate periodicals in the LRC to provide support for the program	/	/	/
D. Are the A-V holdings in the LRC adequate to support the program	/	/	/
E. Are the A-V holdings sufficiently current and up to date	/	/	/
F. <u>Summary of Library Holdings Status for the Program</u>			

G. Anticipated Library Needs Over the Next Five Years to Keep this Program Viable

VIII. Community Input

A. Advisory Committees

1. Number on advisory committee \_\_\_\_\_  
(attach advisory committee list)

	Inadequate	Average	Excellent
2. Sufficiently representative of the field	/	/	/
3. Adequate geographic distribution within the college district	/	/	/
4. Regular meetings held over the past five years	/	/	/
5. Agendas and minutes are on file	/	/	/
6. Agendas and minutes are in good order	/	/	/

B. List Other Sources of Community Input

C. Summary of Community Input

D. Recommendations for Improvement

IX. Program Promotion

Inadequate      Average      Excellent

A. Publications

- |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|
| 1. Brochures are accurate and informative           | / | / | / | / | / | / |
| 2. Brochures are current                            | / | / | / | / | / | / |
| 3. Ads and news releases run each year are adequate | / | / | / | / | / | / |
| 4. Brochures are professional in appearance         | / | / | / | / | / | / |

B. Catalog

- |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|
| 1. Suggested program printed in catalog is clear and adequate | / | / | / | / | / | / |
| 2. Program material in the catalog is up to date              | / | / | / | / | / | / |

C. Recruitment

- |                                      |   |   |   |   |   |   |
|--------------------------------------|---|---|---|---|---|---|
| 1. Recruitment program is systematic | / | / | / | / | / | / |
| 2. Recruitment program is adequate   | / | / | / | / | / | / |

D. Summary Remarks

E. Recommendations for Improvement

Program \_\_\_\_\_

Year Evaluated \_\_\_\_\_

X. General Summary

A. Major Strengths of this Program

B. Major Areas in Need of Improvement

C. Program Should Be

1. Retained      \_\_\_\_\_  
                            Yes              No

2. Retained with modifications      \_\_\_\_\_  
  Yes              No

3. Terminated      \_\_\_\_\_  
                            Yes              No

D. General Comments and Recommendations



## REPORT

TO: Board of Trustees

FROM: Richard Groharing

SUBJECT: ICCTA Board of Representatives Meeting  
January 15, 1983  
Springfield

The primary topic of consideration was the proposed Community College Collective Bargaining Law, and it is to this subject that this report will be primarily directed. Since it would be impossible for me to include in this report almost two hours of discussion and debate, I will only hit the high points. The "official" minutes of the meeting should be available by the time of our next meeting.

The fact is that the ICCTA and the ICCB are convinced that a public sector collective bargaining bill will be passed in this session, and that HB 1345, (SB733), will be the basis of any legislation introduced. This bill is not acceptable to us in its present form. The feeling is that a bill directed to the community colleges and their special circumstances should be enacted, if one is in fact thrust upon us. It is important to remember that all this concern is based on an assumption that legislation will be enacted. i.e. We can't stop it.

The ICCTA hired R. Theodore Clark, Jr., a well versed and respected "school" attorney, to draft a model act that would be acceptable to our group. This model to be used in negotiations with those who have or will be submitting collective bargaining bills. Clark was present to explain and answer questions about the model.

It was then revealed that Senator Terry Bruce, (D - Olney), intends to submit a bill of his own on collective bargaining, and is willing to work with, or at least be influenced by, the ICCTA. This revelation came about when the printed motion we were expected to act on was distributed. The motion was amended by deletion and addition, and then passed 26 to 5. I have attached a copy.

I voted No to the motion for the following reasons:

1. You directed me to do so.
2. The entire matter was brought up and acted upon to swiftly. Many there had not, I'm sure, had an opportunity to discuss this critical issue with their boards.
3. The ramifications of any bill to existing contracts must be considered.
4. The assumption that legislation will be passed may not be true. We should try to fight it first.
5. I have the feeling, (no proof), that we were not told everything; perhaps because of the time frame involved. It's either that or I didn't understand what we were told had more import.
6. The motion should have been at least discussed by all the individual boards prior to the meeting.

*Added*  
WHEREAS, the ICCTA has always been, and remains, philosophically opposed to collective bargaining legislation, and

WHEREAS, ICCTA now believes that collective bargaining legislation for community colleges will be passed and signed into law during the coming session of the legislature, and

WHEREAS, ICCTA strongly believes that the only way to influence collective bargaining legislation favorably to the community colleges', assuring that any bill passed is balanced and tenable is for this association to affirmatively support a bill that contains provisions which protect the rights of local trustees to control their institutions

WHEREFORE, Be it resolved by the Board of Representatives of the Illinois Community College Trustees Association as follows:

★ A. That staff, working with attorney's Bob Maher and Ted Clark are directed to negotiate with State Senator Terry Bruce toward the end of influencing the content of collective bargaining legislation that Senator Bruce intends to submit.

B. That the provisions contained in the "Model Act" before us shall be used as a guide, together with the 10 points raised by the Council of Presidents, during said negotiations.

C. That the Board of Representative's, realizing that negotiations necessarily must allow "give and take" we authorize the staff to approve and support the final draft if, in their best judgment, it is in the community college's best interest to do so, and providing that no such agreement shall be reached unless said bill is limited to full time employees, does not provide for binding arbitration, and the sponsors agree to fully resist any amendments which weaken these and other management rights provisions.

*26 yes  
5 oppose*

*Added*

D. Staff consult with exec. comm.,  
and individual schools if time  
permits

# BOARD LETTER

## Trustees Association

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January 17, 1983

Thirty-one colleges were represented at the Board of Representatives Meeting held on Saturday, January 15, 1983 at the Sheraton Inn, Springfield.

COLLECTIVE BARGAINING - Attorney Ted Clark of the firm of Seyfarth, Shawn, Fairweather & Geraldson explained the model bill which he had drafted at the request of the Association. In addition, Clark discussed briefly the legislative climate for collective bargaining and answered questions about the material which had been prepared. Dr. Harry Braun, President of Rend Lake College and Chairman of the Council of Presidents Committee on Collective Bargaining explained a resolution and a list of 10 points which the Council had agreed on as being important considerations in any collective bargaining bill which might pass.

Following those presentations, the Board discussed the matter of collective bargaining and agreed by a vote of 26 to 5 to a resolution which includes the following language:

"ICCTA strongly believes that the only way to influence collective bargaining legislation favorably to the community colleges, assuring that any bill passed is balanced and tenable, is for this association to support affirmatively a bill that contains provisions which protect the rights of local trustees to control their institutions."

For that reason the Board directed the staff to work with attorneys Bob Maher and Ted Clark to negotiate with Senator Terry Bruce in an attempt to influence the content of collective bargaining legislation for community colleges which Senator Bruce has said he intends to introduce. The provisions of the model act explained by Clark and the 10 points approved by the Council of Presidents are to serve as a guide in those negotiations. If time allows, the staff should confer with the collective bargaining committee, the executive committee, the full board and college presidents, but the staff is authorized to approve and support a final draft if the timing makes it impossible to conduct those consultations. Any bill finally agreed to must be limited to full-time employees and cannot provide for binding arbitration. As part of the negotiation process the staff was told to get agreement from the bill's sponsors that they will resist any amendments which weaken the management rights positions.

STATE REVENUE INCREASE - Katie Newsham (Triton), Chairman of the State Relations Committee, commented on several items of legislation and then discussed the matter of state revenues. The Illinois Board of Higher Education has, for the first time in its 22-year history, called for higher state taxes. The ICCTA Board of Representatives joined the IBHE in that call for higher taxes. Like the IBHE, the Board did not specify which taxes should be raised, but it did say that money should be spent to fund higher education.

(OVER)

*The Board Letter is prepared for distribution to college Board members by the ICCTA Representative.  
Further information about ICCTA actions may be obtained from your Board Representative or the Springfield office,  
3085 Stevenson Drive, Springfield 62703, Telephone 217/529-3115*

ECONOMIC DEVELOPMENT - Mary Hill Dobbs, (Lake Land), Chairman of the Economic Development Committee, reported that ICCTA will participate in an economic development workshop scheduled for March 9, 10 and 11 at the Holiday Inn O'Hare. The workshop will be a "nuts and bolts how to" series of presentations which will be extremely valuable to trustees and administrators. Joining ICCTA in sponsoring this workshop are the College of DuPage, Triton College, the Illinois Community College Board and AACJC.

EQUIPMENT REVOLVING FUND - Both the Economic Development Committee and the State Relations Committee had recommended to the Board approval of some plan to provide money for the needed purchase of new instructional equipment. The Board approved support of legislation which would create a revolving fund at the state level. The fund would require a one-time appropriation from the General Assembly to the Illinois Community College Board. The ICCB would review requests from the colleges for funding to purchase new equipment. A district which received funds under this program would then be authorized to levy without referendum the amount of money needed to repay the cost of the equipment plus interest to the revolving fund.

COMMITTEE ON PRESIDENT/BOARD RELATIONS - This committee will be meeting over the next few months to discuss items in the hopes of putting together a document on president/board relations.

ACCT NATIONAL LEGISLATIVE SEMINAR - John Duffy (Elgin), Chairman of the Federal Relations Committee, announced that the ACCT National Legislative Seminar will be held February 27 through March 1. A special breakfast will be held on Tuesday, March 1 at 7:30 AM. Persons in attendance at the seminar are encouraged to invite their Congressmen to this breakfast at no additional charge. It will be a national gathering. Governor James R. Thompson of Illinois will be the speaker at the breakfast. Additionally, a special breakfast limited just to Illinois people is scheduled for Monday, February 28 at 7:30 AM. This will be the first opportunity for all Illinois delegates to be together in one spot.

THE NEXT MEETING OF THE BOARD OF REPRESENTATIVES WILL BE HELD MARCH 12, 1983  
AT THE HYATT REGENCY O'HARE IN CHICAGO.

BILLS PAYABLE

January 24, 1983

EDUCATIONAL FUND

120-000-544-02	VOID CHECK #999 written December		\$	-38.00
192-000-521	VOID CHECK #1048 written December			-19,023.41
192-000-521	VOID CHECK #428 written September			-14,630.05
192-000-521	PRUDENTIAL INS. CO.	Replaces #428	1052	14,630.05
110-100-550	GLENN BAILEY	Travel Advance	1053	200.00
192-000-544	POSTMASTER	Postage meter	1054	9,800.00
120-000-544-02	ED MUELLER A-V (replaces #999)	Supplies	1055	380.00
192-000-544	POSTMASTER	Class schedules	1056	273.60
	SVC PAYROLL FUND	12-31- Payroll	1057	173,011.45
110-300-543	ALBIA ELECTRONICS	Supplies	1058	132.93
192-000-544	POSTMASTER	Grade Mailing	1059	817.40
110-813-514-01	FRANKLIN GROVE SCHOOL DIST.	Comm. Serv. Instr.	1060	337.50
110-814-514-01	ILL. VALLEY HOSPITAL	HEA 170 A	1061	210.00
110-811-514-01	SINNISSIPPI MENTAL HEALTH CENTER	HSV 110N	1062	337.50
	SVC PAYROLL FUND	Addtl. 12/31	1063	3,042.50
192-000-521	PRUDENTIAL INS. CO.	Replaces #1048	1064	18,980.22
	SVC PAYROLL FUND	1/15/83 Payroll	1065	121,826.34
				\$310,288.03

-0,800,542.00	AM MULTIGRAPHICS	SUPPLIES	1,066	342.03
-0,812,541.00	AMERICAN SOC FOR TRAINING & DEVEL	SUPPLIES	1,067	92.50
2,000,546.00	A.A.C.J.C.	DUES	1,068	865.00
0,711,543.00	AMERICAN SOC OF CLIN PATHOL	SUPPLIES	1,069	606.00
2,000,546.00	ASSN OF GOVERNING BOARDS	DUES	1,070	550.00
-8,000,550.00	JOANN BABEL	TRAVEL	1,071	9.40
0,000,545.00	BAKER & TAYLOR CO	BOOKS	1,072	609.90
0,000,545.00	BAKER & TAYLOR CO	BOOKS	1,073	1,487.69
-0,000,545.00	A G BELL ASSN	BOOKS	1,074	23.85
0,300,543.00	BOGOTT INDUSTRIAL SUPPLY	SUPPLIES 619.58		
-0,600,543.00	X X X	3.20	1,075	622.78
2,000,530.00	BURROUGHS CORP	SERVICE 39.25		
2,000,541.00	X X	SUPPLIES 149.74	1,076	188.99
0,400,550.00	WILLIAM F BYAR	TRAVEL	1,077	23.80
0,000,545.00	CAREER AIDS INC	BOOKS	1,078	38.50
0,511,543.00	CAROLINA BIOL SUPPLY	SUPPLIES	1,079	137.49
0,000,544.01	CATALOGING DISTRIB SERV	SUPPLIES	1,080	15.00
6,000,575.00	CENTRAL TELEPHONE CO	SERVICE	1,081	2,177.36
-0,000,545.00	COLLEGE OF CONTINUING EDUC	BOOK	1,082	8.00
-0,810,547.00	COMMUNICATION BRIEFINGS	SUPPLIES	1,083	48.00
-0,000,545.00	CONCEPT MEDIA	BOOKS	1,084	90.00
-0,700,543.00	FARMERS ELEVATOR & SUPPLY	SUPPLIES	1,085	184.25
00,549.00	COPPINS LEITER SHOP	GRAD. PROGRAMS	1,086	46.00
10,547.00	CROWN PRINTING	SUPPLIES	1,087	420.00
-0,010,547.00	RICHARD CULLOM	SUPPLIES 70.00		
1,000,541.00	X X	78.75	1,088	148.75

0.810,547.00	THE DAILY GAZETTE	PUB RELA	1,089	21.00
0.810,547.00	DECISION	PUB RELA	1,090	40.00
0.500,550.00	ROSS DILL	TRAVEL	1,091	138.74
0.300,543.00	DIXON CAMERA CENTER	SUPPLIES	1,092	105.12
0.810,547.00	DIXON EVENING TELEGRAPH	PUB RELA 100.80		
8.000,541.00	X X X	ADS 15.44	1,093	116.24
0.000,545.00	DOWN HOME MUSIC	BOOKS	1,094	258.69
0.810,547.00	DYNAMIC GRAPHICS INC	PUB RELA	1,095	121.30
0.000,544.01	EASTMAN KODAK CO	SUPPLIES	1,096	53.50
0.300,543.00	ENCO MFG CO	SUPPLIES	1,097	205.43
0.000,545.00	FATHER FLANAGANS BOYS HOME	BOOKS	1,098	10.00
0.712,550.00	SANDRA FORNEY	TRAVEL	1,099	33.00
0.818,550.00	DONALD J FOSTER	TRAVEL	1,100	6.40
0.711,543.00	FRAMING BY LYNFAR	SUPPLIES 20.30		
0.712,543.00	XX XX	SUPPLIES 20.30		
0.713,543.00	XX XX	SUPPLIES 20.30		
0.714,543.00	XX XX	SUPPLIES 20.30	1,101	81.20
0.000,544.02	FRIENDS OF IPBN	SUPPLIES	1,102	20.00
0.810,547.00	FULTON COMM HIGH SCHOOL	PUB RELA	1,103	40.00
1.000,550.00	HAL GARNER	TRAVEL 153.25		
1.000,559.00	XXX	OTHER EXP 300.00	1,104	453.25
0.810,550.00	RALPH GELANDER	TRAVEL	1,105	37.90
0.000,550.00	RICHARD GROHARING	TRAVEL	1,106	228.40
0.512,550.00	MAX GUINNUP	TRAVEL 16.00		
0.811,550.00	XXX	TRAVEL 25.00	1,107	41.00
0.000,545.00	HACKER ART BOOKS	BOOKS	1,108	130.60
0.000,545.00	G K HALL & CO	BOOKS	1,109	64.98
8.000,541.00	HAMILTON PRESS INC	SUPPLIES	1,110	927.00
1.000,550.00	ALAN HARDERSEN	TRAVEL	1,111	83.60
0.811,541.00	HASKELLS	SUPPLIES 17.29		
0.814,541.00	XX	SUPPLIES 17.29	1,112	34.58
0.000,544.01	HEADS INC	SUPPLIES	1,113	110.64
0.813,550.00	DICK HOLTAM	TRAVEL	1,114	17.00
8.000,541.00	HOUGHTON MIFFLIN CO	SUPPLIES	1,115	40.43
5.000,562.00	IBM CORPORATION	EQUIPMENT RENTAL	1,116	366.00
8.800,530.02	IBM CORP	SERVICE 45.00		
2.000,541.00	XXX	SUPPLIES 297.75		
2.000,539.00	XXX	SERVICE 299.30		
2.000,585.01	XXX	EQUIPMENT 1800.00	1,117	2,442.05
2.000,546.00	ICCTA	DUES	1,118	1,661.90
0.000,544.01	ILL LIBRARYASSOCIATION	MEMBERSHIP	1,119	55.00
6.000,575.00	ILL BELL TELEPHONE CO	SERVICE	1,120	180.49
0.000,544.01	ILLINOIS BUSINESS	SUPPLIES	1,121	10.00
0.000,544.01	THE INSTITUTE FOR RESEARCH	SUPPLIES	1,122	22.96
0.800,544.00	JAN KIME	TUITION 6 HRS	1,123	274.50
0.300,543.00	JOHNSTONE SUPPLY	SUPPLIES	1,124	180.09
0.713,543.00	KSB HOSPITAL	SUPPLIES	1,125	11.25
0.316,550.00	ANN M KEIM	TRAVEL	1,126	26.40
0.00,543.00	KENT STATE UNIVERSITY	SUPPLIES	1,127	10.54

0.000,585.00	KLAUS RADIO INC	EQUIPMENT	1,128	870.00
0.000,541.00	I C P C C P	DUES	1,129	25.00
0.000,549.00	THE KROGER CO	SUPPLIES	1,130	10.25
0.000,544.01	MCGREGOR MAGAZINE	SUPPLIES	1,131	12.00
0.712,543.00	MCCASLINS BAKERY	SUPPLIES	1,132	13.68
0.200,543.00	MCCORMICKS FLORAL	SUPPLIES	1,133	118.69
0.000,550.00	DAVID W MANDRGOC	TRAVEL	1,134	120.00
0.813,550.00	MARY JANE MANTERNACH	TRAVEL	1,135	96.80
0.500,550.00	JERRY W MATHIS	TRAVEL	1,136	388.92
0.300,543.00	MEANS SERVICES INC	SUPPLIES	1,137	7.91
0.000,585.00	MIDWEST VISUAL EQUIP	EQUIPMENT 1541.95		
0.000,585.01	XXXX XXX	EQUIPMENT 487.56	1,138	2,029.51
0.000,530.00	ED MUELLER A V	SERVICE 17.50		
0.000,544.02	X X	SUPPLIES 38.00		
0.000,585.00	X X	EQUIP 2434.62	1,139	2,490.12
0.000,543.00	NCHEMS PUBL DEPT	SUPPLIES	1,140	10.50
0.000,541.00	N C R CORP	SUPPLIES 155.19		
0.000,541.00	X X	180.50	1,141	335.69
0.000,530.00	N C R CORP	SERVICE 287.87		
0.000,562.00	X X	EQUIP RENTAL 4547.50	1,142	4,835.37
0.000,530.00	NATIONAL COMPUTER SYSTEMS	MAINTENANCE	1,143	165.00
0.711,543.00	NATL ACCREDITING AGENCY			
	FOR CLINICAL LAB SCI	SITE SURVEY	1,144	592.32
0.000,541.00	NATIONAL DATA PRODUCTS	SUPPLIES	1,145	57.48
0.000,541.00	NATL DIRECTORY OF ADDRESSES	SUPPLIES	1,146	26.95
0.712,543.00	NATL LEAGUE FOR NURSING	SUPPLIES	1,147	53.33
0.000,545.00	NICKELODEON	BOOKS	1,148	162.77
0.000,571.00	NORTHERN ILL GAS CO	SERVICE	1,149	10,810.00
0.000,571.00	NORTHERN ILL GAS CO	SERVICE	1,150	208.52
0.000,545.00	NORTHERN ILL LIBRARY SYS	BOOKS	1,151	13.00
0.800,542.00	NORTHLAND PAPER CO	SUPPLIES	1,152	89.90
0.000,545.00	OCLC	BOOKS	1,153	18.00
0.800,544.00	BETTY ORLOWSKI	REIMBURSEMENT 3 HRS		
		137.25		
0.000,545.00	XXXX	BOOKS 3.20	1,154	140.45
0.000,545.00	OXFORD UNIVERSITY PRESS	BOOKS	1,155	223.91
0.715,543.00	PACIFIC FITNESS SYSTEMS	SUPPLIES	1,156	271.60
0.715,543.00	PALOS SPORTS INC	SUPPLIES	1,157	145.79
0.300,550.00	CHARLES PATTERSON	TRAVEL	1,158	29.30
0.810,547.00	PHOTOGRAPHY BY T L DOTY	PUBLIC RELA	1,159	175.30
0.000,550.00	ANN POWERS	TRAVEL	1,160	276.00
0.000,544.02	PRATT AUDIO VISUAL CORP	SUPPLIES	1,161	101.00
0.000,545.00	PRENTICE HALL INC	SUPPLIES	1,162	28.65
0.000,545.00	PRENTICE HALL MEDIA	BOOKS	1,163	529.20
0.000,541.00	PRYOR CORPORATION	SUPPLIES	1,164	350.00
0.300,543.00	P & W SUPPLY CO	SUPPLIES	1,165	178.95
0.100,543.00	RADIO RANCH	SUPPLIES	1,166	83.76
0.000,585.01	RAYNOR COMPUTERS OF AMER	EQUIPMENT	1,167	9,057.13
0.810,547.00	ROCHELLE NEWSPAPERS	SUBSCRIPTION	1,168	20.00

000,543.00	SVC BOOKSTORE	SUPPLIES	15.75		
400,543.00	XXX	SUPPLIES	8.14		
412,543.00	XXX	SUPPLIES	1.01		
500,543.00	XXX	SUPPLIES	11.82		
511,543.00	XXX	SUPPLIES	.87		
600,543.00	XXX	SUPPLIES	2.56		
800,543.01	XXX	SUPPLIES	.52		
811,541.00	XXX	SUPPLIES	1.33		
813,543.00	XXX	SUPPLIES	8.46		
815,543.00	XXX	SUPPLIES	53.42		
000,541.00	XXX	SUPPLIES	3.89		
000,541.00	XXX	SUPPLIES	52.50		
000,541.00	XXX	SUPPLIES	3.33		
000,543.00	XXX	SUPPLIES	.70	1,169	164.30
714,550.00	SVC RESTRICTED PURPOSES FUND	VAN USAGE		1,170	60.00
500,543.00	SBM BUSINESS EQUIP CENTER	SUPPLIES	32.88		
800,542.00	XXX XX	SUPPLIES	34.50		
000,541.00	XXX XXX	SUPPLIES (208.89)			
000,585.00	XXX XXX	EQUIPMENT	5054.30		
000,541.00	XXX XXX	SUPPLIES	9.31	1,171	4,922.10
100,543.00	S & MM PUBLICATION	SUPPLIES		1,172	44.30
000,550.00	RONALD L SCHILLING	TRAVEL		1,173	62.00
300,543.00	SCOTCHMAN INDUSTRIES INC	SUPPLIES		1,174	26.31
000,550.00	KAREN SHAPTON	TRAVEL		1,175	19.00
814,550.00	SERVOMATION CORP	SERVICE	44.64		
818,550.00	XXXX	SERVICE	241.00		
000,544.00	XXX	SERVICE	85.00		
000,549.00	XXX	SERVICE	30.00		
000,550.00	XXX	SERVICE	75.00	1,176	475.64
100,543.00	SOUTHWESTERN PUBLISHING CO	SUPPLIES		1,177	31.52
800,542.00	GLENN SPUDE	SUPPLIES		1,178	8.40
511,543.00	STERLING CAMERA CENTER	SUPPLIES		1,179	74.80
310,538.00	STERL SCHOOL OF BEAUTY	COSMETOLOGY		1,180	8,987.76
100,543.00	C F STOCKER	SUPPLIES		1,181	40.25
316,543.00	MARTHA STUART COMMUNICATIONS	SUPPLIES		1,182	35.00
000,550.00	ROBERT THOMAS	TRAVEL		1,183	46.00
810,547.00	THE TOWN SHOPPER	PUBLIC RELA		1,184	80.00
813,550.00	FREDERICK G TURK	TRAVEL		1,185	43.20
000,541.00	UARCO INC	SUPPLIES	1251.73		
000,541.00	XXXX	SUPPLIES	894.30		
000,530.00	XXXX SERV	SERVICE	257.25	1,186	2,403.28
316,543.00	UNIV OF ILL	SUPPLIES	66.50		
400,543.00	XXX XXX	SUPPLIES	43.50		
500,543.00	XXX XXX	SUPPLIES	92.50		
600,543.00	XXX XXX	SUPPLIES	36.00	1,187	233.50
000,544.02	UNIV OF ILL PRESS	SUPPLIES	22.50		
000,545.00	XXX XXX	BOOKS	149.26	1,188	171.76
300,543.00	UNIV OF WISCONSIN EXTENSION	SUPPLIES		1,189	45.80
000,543.00	URBAN PLANNING ASSISTANCE	FUND SUPPLIES		1,190	3.50
810,547.00	W C C I	PUBL RELA		1,191	60.50
10,547.00	W I X N	PUBL RELA		1,192	104.00
10,547.00	W J V M	PUBL RELA		1,193	70.00
810,547.00	W S D R INC	PUBL RELA		1,194	235.00



.812,550.00	GENE WAGNER	TRAVEL	1,195	109.10
.000,549.00	WALRUS MOUNTAIN PROD	LPN GRADUATION	1,196	80.00
.000,531.00	WARD WARD MURRAY-----	SERVICE	1,197	361.85
.000,545.00	WEST PUBL CO	BOOKS	1,198	134.00
.810,547.00	WHITESIDE NEWS SENTINEL	PUBLIC RELA	1,199	96.00
.300,543.00	WOODCRAFT SUPPLY CORP	SUPPLIES	1,200	7.00
.000,545.00	WORLD BOOK ENCYCLOPEDIA	BOOKS	1,201	27.50
.000,541.00	WRITING SALES INC	SUPPLIES	1,202	339.22
.000,544.03	XEROX CORPORATION	MAINTENANCE	1,203	451.13
	SVC IMPREST FUND	MISC EXP	1,204	1,544.85
.300,543.00	SVC PETTY CASH FUND	SUPPLIES		2.90
.814,541.00	XXX	SUPPLIES		3.78
.000,541.00	XXX	SUPPLIES		2.78
			1,205	9.46
.000,571.00	NORTHERN ILL GAS CO ADDITION TO CK 1149		1,206	.80
		TOTAL BILLS		74,183.05

Cks. #1052 - 1065 and void checks

310,288.03

TOTAL EDUCATIONAL FUND FOR JANUARY

\$384,471.08

SITE AND CONSTRUCTION FUND

390-000-584-07.1	JANSO PORTABLE SIGNS	Sign	701	\$	395.00
390-000-584-07	MCLANE AND MCLANE	Services	702		<u>65.00</u>

TOTAL SITE AND CONSTRUCTION FOR JANUARY \$ 460.00

INSURANCE FUND

392-000-526	WILKINS LOWE & CO.	Increase Catastrophe	127	\$	723.00
392-000-527	DIRECTOR OF LABOR	Unemployment Comp.	128		<u>2,226.87</u>

TOTAL INSURANCE FUND FOR JANUARY \$ 2,949.87

BUILDING FUND

00,544.00	ADVANCE PRODUCTS CO	SUPPLIES	6,960	46.70
4,000,544.00	C-B BOILER SERVICE INC	SUPPLIES	6,961	99.82
0,000,573.00	COMMONWEALTH EDISON	SERVICE	6,962	13,797.94
0,000,550.00	GLADYS GUNTLE	TRAVEL	6,963	14.00
0,000,530.00	HONEYWELL INC	SERVICE	6,964	3,844.22
0,000,530.00	IBM INC	SERVICE	6,965	67.60
0,000,530.00	DAVID MAYES	SEWER TESTING	6,966	190.00
0,000,544.00	JOHNSON CONTROLS INC	SUPPLIES	6,967	25.00
0,000,530.00	MIDAS MUFFLER SHOP	SERVICE	6,968	31.95
0,000,530.00	MONTGOMERY ELEVATOR CO	SERVICE	6,969	469.96
4,000,544.00	MORGAN SERVICES INC	SUPPLIES	6,970	45.88
4,000,544.00	MOTT BROS CO	SUPPLIES	6,971	191.70
4,000,544.00	P & W SUPPLY CO	SUPPLIES	6,972	12.06
0,000,544.00	ROCK RIVER GLASS	SUPPLIES	6,973	37.00
0,000,530.00	ROCK VALLEY DISPOSAL	SERVICE	6,974	89.40
4,000,544.00	SVC EDUCATIONAL FUND	SUPPLIES	6,975	46.55
4,000,544.00	WESTERN AUTO ASSOCIATE STORE	SUPPLIES	6,976	3.49
	SVC IMPREST FUND	MISC EXPENSES	6,977	8.38
4,000,544.00	SVC PETTY CASH FUND	SUPPLIES	6,978	<u>3.40</u>

TOTAL BUILDING FUND FOR JANUARY

19,025.05

# REST FUND

.92-000-544	United Parcel Service	Service	6242	\$ 24.30
.10-512-543	Max Guinnup	Supplies	6243	6.57
.92-000-544	Postmaster	Fees	6244	155.00
.10-500-543	Robert N. Hall	Supplies	6245	.75
.10-813-543	Natl. Council on Comm. Serv.	Supplies	6246	10.00
.10-814-530	Mickey Beil	Honorarium	6247	100.00
.10-500-543	Speech Communication Assn.	Supplies	6248	.75
.92-000-544	Postmaster	"Pathfinder" mailing	6249	135.66
.10-813-543	Ben Mena	Supplies	6250	52.50
.10-813-543	Learning Resources Network	Supplies	6251	16.00
.81-000-556	Janet Bushman	Xmas Open House	6252	48.00
.81-000-550	Hal Garner	Madrigal Guests	6253	96.00
.10-300-543	Max Schmaling	Supplies	6254	6.70
.92-000-544	United Parcel Service	Service	6255	41.65
.10-813-543	Mary Jane Manternach	Supplies	6256	10.48
.10-813-543	I.A.C.E.A. Membership	Dues	6257	10.00
.38-000-541	Supt. of Documents	Supplies	6258	36.00
.38-000-549	Kathy Chacon	Honorarium	6259	25.00
.38-000-549	Sylvia Almanza	Honorarium	6260	50.00
.92-000-544	Postmaster	Bulk mailing acct.	6261	100.00
.10-300-543	Purolator Courier Corp.	Delivery charges	6262	16.73
.20-000-545	American Assn. for State & Local His.	Book	6263	7.50
.81-000-541	Hal Garner	Christmas stationery	6264	49.35
.92-000-544	United Parcel Service	Service	6265	28.07
.10-300-543	Motor Age Mechanics Newsletter	Subscr.	6266	20.00
.10-813-543	Illinois History	Subscr.	6267	1.50
.91-000-549	Janet Bushman	Cookies-Board Meeting	6268	4.50
.270-000-544	Byron Weidman	Supplies	6269	8.38
.110-812-541	McDonald Products Corp.	Supplies	6270	5.50
.110-815-543	Dixon Evening Telegraph	Subscr.	6271	36.00
.82-000-550	Robert Edison	Travel	6272	21.78
.38-000-549	Randy Johnson	Honorarium	6273	25.00
.110-813-543	Mary Jane Manternach	Supplies	6274	12.06
.110-512-543	Belwin Mills Publ Corp.	Supplies	6275	10.75
.10-512-543	Belwin Mills Publ Corp.	Supplies	6276	13.80
.10-712-543	Yale University Press	Supplies	6277	8.45
.10-512-543	The Metropolitan Museum of Art	Supplies	6278	39.90
.20-000-545	Eagles Nest ART Colony Collection	Books	6279	15.95
.92-000-544	United Parcel Service	Service	6280	53.67
.95-000-541	Advance Transportation Co.	Freight charges	6281	50.44
.10-811-541	College of Continuing Educ. - NIU	Supplies	6282	4.00
.92-000-544	United Parcel Service	Service	6283	148.83
.92-000-544	Postmaster	Stamps-Pres. Ofc.	6284	10.00
.20-000-544-01	Robert Thomas	Supplies	6285	19.80
.20-000-545	Robert Thomas	Supplies	6286	13.16
.92-000-544	United Parcel Service	Service	6287	2.75

Total Disbursements

1,553.23

EDUCATIONAL FUND - 1544.85

BUILDING FUND - 8.38

sal. in fund - 1470.77

Disbursements 1553.23

Total in fund 3024.00

TREASURER'S REPORT

December 31, 1982

EDUCATIONAL FUND

Balance on Hand November 30, 1982 \$ 12,741.20

Receipts:

Taxes	10,844.94	
Pers. Prop. Tax Repl.	3,992.03	
State Work Study	3,737.00	
Federal Work Study	25,136.67	
Fall Tuition	178,113.59	
Transcript Fees	73.00	
Kitchen Facilities Rent	1,250.00	
Int. on Investments	256.72	
Other Revenue	1,036.00	
Exp. Credits	3,790.80	
Loan from Working Cash	<u>290,000.00</u>	
		<u>518,230.75</u>

Total Available \$530,971.95

Disbursements:

Expenses for December 343,417.24

Balance on Hand December 31, 1982 \$187,554.71

BUILDING FUND

Balance on Hand November 30, 1982 \$ 32,634.73

Receipts:

Taxes	2,711.18	
Pers. Prop. Tax Repl.	998.01	
Misc. Revenue	135.00	
Exp. Credits	<u>41.66</u>	
		<u>3,885.85</u>

Total Available \$ 36,520.58

Disbursements:

Expenses for December 19,133.84

Balance on Hand December 31, 1982 \$ 17,386.74

SAUK VALLEY COLLEGE

APPROVED BY

*Monita Neppert*

PRESIDENT

*Richard D. Hohmann*

SECRETARY

DATE

WATER AND CONSTRUCTION FUND - Dixon National Bank

Balance on Hand November 30, 1982 \$ 23,208.81

Receipts:  
Interest on Investments 2,556.19

Total Available \$ 25,765.00

Disbursements:  
Expenses for December 700.00

Balance on Hand December 31, 1982 \$ 25,065.00

BOND AND INTEREST FUND #1

Balance on Hand November 30, 1982 \$ 306,001.42

Receipts:  
Taxes 2,928.79  
Int. on Investments 212.21 3,141.00

Total Available \$ 309,142.42

Disbursements:  
Investments 33,212.21  
Bond Principal 250,000.00  
Bond Interest 18,500.00  
Service Charges 130.00  
Loan to W. Cash 5,000.00 306,842.21

Balance on Hand December 31, 1982 \$ 2,300.21

BOND AND INTEREST FUND #4

Balance on Hand November 30, 1982 \$ 49,213.14

Receipts:  
Investments 267,000.00  
Taxes 3,795.02  
Int. on Investments 7,557.41 278,352.43

Total Available \$ 327,565.57

Disbursements:  
Investments 49,200.00  
Bond Principal 250,000.00  
Bond Interest 27,812.50 327,012.50

Balance on Hand December 31, 1982 \$ 553.07

WORKING CASH FUND

Balance on Hand November 30, 1982

\$ 88,820.72

Receipts:

Investments	194,000.00
Int. on Investments	<u>7,294.01</u>

201,294.01

Total Available

\$290,114.73

Disbursements:

Loan to Educational Fund

290,000.00

Balance on Hand December 31, 1982

\$ 114.73INSURANCE FUND

Balance on Hand November 30, 1982

\$ 50,217.10

Receipts:

Taxes	623.55
Expenditure Credits	<u>37.16</u>

660.71

Total Available

\$ 50,877.81

Disbursements:

Expenses for December

268.00

Balance on Hand December 31, 1982

\$ 50,609.81

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FUNDS INVESTED

Central National Bank	S & C	Variable		\$405,000.00
Farmers National	S & C	9.00	4-22-83	107,630.11
Dixon National	S & C	8.569	5-29-83	212,608.56
Farmers National	S & C	10.952	2-21-83	105,000.00
First National	S & C	9.643	4-10-83	75,000.00
First National	S & C	10.123	3-8-83	92,289.57
Rock Falls National	B & I #1-Passbook	5.50		34,714.73
Rock Falls National	B & I #1	8.80	6-23-83	335,000.00
Rock Falls National	B & I #4-Passbook	5.50		9,200.00
Rock Falls National	Working Cash	Variable		1,107,000.00
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	8.90	5-16-83	150,000.00
Dixon National	Working Cash	8.569	5-29-83	84,475.97
Farmers National	Working Cash	10.00	3-30-83	106,728.01
Rock Falls National	Working Cash	11.50	2-14-83	150,000.00
Rock Falls National	Working Cash	13.098	1-13-83	<u>300,000.00</u>

TOTAL INVESTED

\$3,829,151.31

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 12/31/82

B A L A N C E   S H E E T

ASSETS:

Cash in Bank .....	\$1,821.90
Notes Receivable .....	<u>3,175.50</u>
	<u>\$4,997.40</u>

LIABILITIES & NET WORTH:

Fund Equity .....	\$2,307.66	
Net Profit .....	<u>2,689.74</u>	<u>\$4,997.40</u>

P R O F I T   A N D   L O S S

INCOME:

Interest Income .....	\$ 89.37	
Contribution Income .....	2,352.00	
Bad Debts Repaid .....	<u>248.37</u>	<u>\$2,689.74</u>

EXPENSES: ..... NONE

NET PROFIT ..... \$2,689.74



SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Period Ending December 31, 1982

B A L A N C E   S H E E T

Cash on Hand . . . . .	\$ 5,295.39	
Workstudy Awards Receivable from Fed. Gov. 1982-83 . . . . .	82,658.00	
Workstudy Awards Capital 1982-83 . . . . .		\$178,543.68
Workstudy Awards Paid 1982-83. . . . .	86,115.77	
E.O.G. Awards Receivable from Fed. Gov. 1982-83. . . . .	41,798.00	
Initial E.O.G. Awards Capital 1982-83. . . . .		32,494.00
Initial E.O.G. Awards Paid 1982-83 . . . . .	8,595.21	
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. . . . .	29,000.00	
PELL Grant Awards Capital 1982-83. . . . .		203,000.00
PELL Grant Awards Paid 1982-83 . . . . .	149,496.98	
Inactive Federal Grants. . . . .	31,132.33	
	<u>\$440,341.68</u>	<u>\$440,341.68</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 12-31-82

B A L A N C E   S H E E T

ASSETS:

Cash in Bank .....	\$ 72,609.91
Petty Cash .....	500.00
Accounts Receivable - Educational Fund .....	200.25
Inventory 6-31-82 .....	89,090.84
	<u>\$162,401.00</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund .....	\$ 150.00
Fund Equity .....	\$186,296.47
Net Loss .....	<u>(24,045.47)</u>
	<u>162,251.00</u>
	<u>\$162,401.00</u>

P R O F I T   A N D   L O S S

INCOME:

Textbook Sales .....	\$131,954.29	
Supply Sales .....	15,523.22	
Miscellaneous Sales .....	8,918.29	
Paperback Sales .....	3,128.48	
Used Book Sales .....	8,570.06	
Sales Tax Collected .....	8,102.06	
Other Income .....	<u>189.89</u>	\$176,386.29

EXPENSES:

Textbook Purchases .....	\$145,038.04	
Supply Purchases .....	15,375.63	
Miscellaneous Purchases .....	4,763.79	
Paperback Purchases .....	2,535.02	
Used Book Purchases .....	5,586.29	
Sales Tax Paid .....	7,559.29	
Salaries & Wages .....	13,268.49	
Transportation Charges .....	3,602.21	
Supply Expense .....	1,501.37	
Equipment .....	318.86	
Travel .....	140.54	
Telephone .....	75.27	
Dues & Subscriptions .....	-0-	
Other Expense .....	683.51	
Over & Under .....	(.59)	
Bad Debts .....	<u>(15.96)</u>	<u>200,431.76</u>

NET LOSS on a cash basis without regard to inventory or  
accounts payable ..... \$(24,045.47)

RESTRICTED PURPOSES FUND

December 31, 1982

Balance on Hand - November 30, 1982	\$157,381.50
December Receipts	105,105.10
Cash Over - December 3, 1982 Deposit	.20
Void Check #3985,, written May 4, 1982	<u>10.01</u>
TOTAL FUNDS AVAILABLE DURING DEC., 1982	\$262,496.81
Cash Disbursements - December, 1982	<u>221,660.53</u>
Balance on Hand - December 31, 1982	<u>\$ 40,836.28</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

Comprehensive Fee Income	\$ 32,091.29
Athletic Income	147.00
Drama Income	181.00
Student Activity Income	249.00
Film Income	380.00
Student Newspaper Income	150.00
Cash Over & Under	1.05
Other Income - Student Activity Only	<u>15.00</u>
TOTAL INCOME	<u>\$ 33,214.34</u>

	<u>BUDGET</u>	<u>EXPENSE</u>	
Athletic Expense	\$20,346.	\$ 7,085.87	
Cheerleader & Pom Pon Squad	850.	472.19	
Speech Act. & Readers Theatre	3,700.	1,180.68	
Drama Expense	2,800.	1,061.45	
Music Expense	3,800.	1,453.55	
Student Activity Expense	9,650.	4,414.17	
Student Newspaper Expense	3,400.	1,667.23	
Associated Student Board Expense	1,000.	189.78	
Womens Intercollegiate Expense	14,600.	4,547.66	
Intramurals- Coed	150.	-0-	
SVC Clubs	200.	125.00	
Art Exhibitions	-0-	-0-	
Contingency Expense/Equipment	-0-	-0-	
Contingencies/Non-Budgeted	304.	-0-	
Film Commission	<u>1,400.</u>	<u>732.60</u>	
	\$ 62,200.	TOTAL EXPENSE	\$ 22,930.18

Excess of Revenue over Expenditures, as of December 31, 1982	<u>\$ 10,284.16</u>
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RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

December 31, 1982

<u>ASSETS</u>		<u>REVOLVING AGENCY FUND LIABILITIES</u>		<u>AMOUNT</u>
Cash in Bank	\$ 40,836.28	Due Educational Fund	\$2,323.91	
petty Cash	560.00	Due Building Fund	133.90	
cts. Rec.	282,950.06	Due Student Loan Fund	98.81	
Investments	100,000.00	Due Bookstore	2,316.24	
		Out of District Fees	6,248.47	
		Student Tuition	244,830.00	
		Tuition Refunds	<u>(1,240.00)</u>	\$254,711.33

RESTRICTED AGENCY FUND LIABILITIES

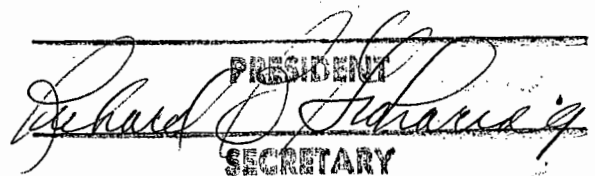
Child Care Operations	3,294.97	
Parking	3,310.12	
Recreation Room Fund	7,794.33	
Student Locker Fund	481.50	
Land Lab	4,332.04	
Community Services	5,988.88	
Photography Supplies	1,254.64	
Highway Emer. Rescue Tech.	-0-	
LPN Supplies	2,688.51	
Title II Library	840.00	
HEW Nursing Grants	-0-	
Nursing Capitation Grant	(294.00)	
Indochinese Grant	(328.63)	
HITS Grant - Products Unlim.	2,276.01	
1982-83 Disadv. Gt.	1,317.58	
DAVTE Disadv. & Handicap. Gt.	(2,447.37)	
DAVTE Quality Ass'tance Gt.	(195.00)	
Seminars & Workshops	284.83	
Humanities Open House	90.85	
Miscellaneous Account	232.25	
Student Clubs	1,423.40	
Adult Learning Bk. Chges.	1,317.59	
Community Theatre	49.70	
College Van	1,558.03	
Vocational Info. Prog.	1,232.18	
Student Act./Spec. Proj.	<u>111,536.16</u>	\$148,038.57

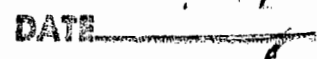
FUND EQUITY

July 1, 1982	\$11,312.28	
Excess of Revenue Over Expenditures, as of December 31, 1982	<u>10,284.16</u>	<u>\$ 21,596.44</u>
<u>TOTAL ASSETS</u>	<u>\$424,346.34</u>	<u>TOTAL LIABILITIES &amp; FUND EQUITY</u>
		<u>\$424,346.34</u>

SAUK VALLEY COLLEGE

APPROVED BY

  
PRESIDENT  
SECRETARY

DATE 

## EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIVISION OF BUSINESS SALARIES	63,242.37	63,242.37	49,188.51	14,053.86	147,940.00	84,697.63	84,697.63
DIV OF BUS CONTR SERV	5,971.10	5,971.10	5,971.10	.00	6,300.00	328.90	328.90
DIV OF BUS SUPPLIES	7,456.31	7,456.31	6,964.95	491.36	10,525.00	3,068.69	3,068.69
DIV OF BUS CONF & MEETINGS	690.52	690.52	490.52	200.00	1,850.00	1,159.48	1,159.48
FOOD SERV 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	.00	125.00	110.20	110.20
DIV OF AGRIC SALARIES	8,836.83	8,836.83	6,873.09	1,963.74	23,565.00	14,728.17	14,728.17
DIV OF AGRIC CONTR SERV		.00		.00	100.00	100.00	100.00
DIV OF AGRIC SUPPLIES	718.07	718.07	590.85	127.22	1,500.00	781.93	781.93
DIV OF AGRIC CONF & MEETINGS		.00		.00	325.00	325.00	325.00
DIV OF INDUS ED SALARIES	70,095.42	70,095.42	54,518.66	15,576.76	155,467.00	85,371.58	85,371.58
DIV OF INDUS ED CONTR SERV	684.52	684.52	684.52	.00	3,500.00	2,815.48	2,815.48
DIV OF INDUS ED SUPPLIES	11,507.91	11,507.91	9,642.07	1,865.84	21,000.00	9,492.09	9,492.09
DIV OF INDUS ED CONF & MEETINGS	1,152.38	1,152.38	1,152.58	.20 CR	2,000.00	847.62	847.62
COSMETOLOGY	35,896.08	35,896.08	26,908.32	8,987.76	45,000.00	9,103.92	9,103.92
COSMETOLOGY SUPPLIES		.00		.00	100.00	100.00	100.00
COSMETOLOGY CONF & MEETINGS	3.00	3.00	3.00	.00	175.00	172.00	172.00
HUMAN SERV CONTR SERV		.00		.00	250.00	250.00	250.00
HUMAN SERV SUPPLIES	448.34	448.34	341.64	106.70	2,050.00	1,601.66	1,601.66
HUMAN SERV CONF & MEETINGS	51.20	51.20	24.80	26.40	450.00	398.80	398.80
DIV OF SOC SCI SALARIES	50,434.65	50,434.65	39,226.95	11,207.70	118,664.00	68,229.35	68,229.35
DIV OF SOC SCI SUPPLIES	1,439.47	1,439.47	1,137.67	301.80	3,000.00	1,560.53	1,560.53
DIV OF SOC SCI CONF & MEETINGS	103.60	103.60	79.80	23.80	1,750.00	1,646.40	1,646.40
E.M.T. CONTR SERV		.00		.00	750.00	750.00	750.00
E.M.T. SUPPLIES	935.33	935.33	935.33	.00	350.00	585.33 CR	585.33 CR
DIV OF CRIM JUS SALARIES	10,464.93	10,464.93	8,139.39	2,325.54	44,495.00	34,030.07	34,030.07
DIV OF CRIM JUS CONTR SERV	1,079.25	1,079.25	1,079.25	.00	625.00	454.25 CR	454.25 CR
DIV OF CRIM JUS SUPPLIES	1,046.28	1,046.28	1,043.87	2.41	1,338.00	291.72	291.72
DIV OF CRIM JUS CONF & MEETINGS		.00		.00	850.00	850.00	850.00
LIBRARY TECH SUPPLIES		.00		.00	100.00	100.00	100.00
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	.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	107,682.30	107,682.30	83,752.90	23,929.40	241,910.00	134,227.70	134,227.70
DIV OF HUMAN. CONTR SERV		.00		.00	350.00	350.00	350.00
DIV OF HUMAN. SUPPLIES	1,107.44	1,107.44	860.61	246.83	3,400.00	2,292.56	2,292.56

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF HUMAN. CONF & MEETINGS	1,676.03	1,676.03	1,148.37	527.66	3,100.00	1,423.97	1,423.97
ART DEPT SALARIES	8,709.75	8,709.75	6,774.25	1,935.50	23,226.00	14,516.25	14,516.25
ART DEPT CONTR SERV		.00		.00	200.00	200.00	200.00
ART DEPT SUPPLIES	268.09	268.09	51.03	217.06	600.00	331.91	331.91
ART DEPT CONF & MEETINGS		.00		.00	200.00	200.00	200.00
MUSIC DEPT SALARIES	17,145.00	17,145.00	13,335.00	3,810.00	45,720.00	28,575.00	28,575.00
MUSIC DEPT CONTR SERV	170.00	170.00	170.00	.00	1,200.00	1,030.00	1,030.00
MUSIC DEPT SUPPLIES	835.17	835.17	738.81	96.36	1,450.00	614.83	614.83
MUSIC DEPT CONF & MEETINGS	16.00	16.00		16.00	450.00	434.00	434.00
DIV OF MATH SCI SALARIES	80,132.49	80,132.49	62,325.27	17,807.22	179,832.00	99,699.51	99,699.51
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	7,321.30	7,321.30	7,178.22	143.08	10,000.00	2,678.70	2,678.70
DIV OF MATH SCI CONF & MEETINGS	60.43	60.43	60.43	.00	1,500.00	1,439.57	1,439.57
DIV OF MED LAB TECH SALARIES	15,520.59	15,520.59	13,083.09	2,437.50	44,560.00	29,039.41	29,039.41
DIV OF MED LAB TECH CONTR SERV	25.00	25.00	25.00	.00	1,500.00	1,475.00	1,475.00
DIV OF MED LAB TECH SUPPLIES	6,822.57	6,822.57	5,694.43	1,128.14	12,161.00	5,338.43	5,338.43
DIV OF MED LAB TECH CONF & MEETINGS	376.11	376.11	282.40	93.71	1,620.00	1,243.89	1,243.89
DIV OF ADN SALARIES	37,581.69	37,581.69	30,160.79	7,420.90	63,571.00	25,989.31	25,989.31
DIV OF ADN OFC SALARIES	5,972.29	5,972.29	5,291.45	680.84	11,545.00	5,572.71	5,572.71
DIV OF ADN CONTR SERV	17.80	17.80	17.80	.00	70.00	52.20	52.20
DIV OF ADN SUPPLIES	1,210.21	1,210.21	1,017.42	192.79	2,675.00	1,464.79	1,464.79
DIV OF ADN CONF & MEETINGS	287.42	287.42	254.42	33.00	2,000.00	1,712.58	1,712.58
DIV OF LPN SALARIES	49,828.08	49,828.08	40,587.73	9,240.35	114,269.00	64,440.92	64,440.92
DIV OF LPN CONTR SERV		.00		.00	345.00	345.00	345.00
DIV OF LPN SUPPLIES	1,743.60	1,743.60	1,692.73	50.87	2,750.00	1,006.40	1,006.40
DIV OF LPN CONF & MEETINGS	441.05	441.05	346.25	94.80	1,825.00	1,383.95	1,383.95
DIV OF RAD TECH SALARIES	13,270.72	13,270.72	11,184.90	2,085.82	25,030.00	11,759.28	11,759.28
DIV OF RAD TECH CONTR SERV		.00		.00	1,600.00	1,600.00	1,600.00
DIV OF RAD TECH SUPPLIES	2,141.24	2,141.24	2,067.32	73.92	2,490.00	348.76	348.76
DIV OF RAD TECH CONF & MEETINGS	638.45	638.45	578.45	60.00	1,920.00	1,281.55	1,281.55
DIV OF PHYS ED SALARIES	15,827.94	15,827.94	12,310.62	3,517.32	42,208.00	26,380.06	26,380.06
DIV OF PHYS ED CONTR SERV		.00		.00	300.00	300.00	300.00
DIV OF PHYS ED SUPPLIES	1,142.44	1,142.44	724.75	417.69	2,200.00	1,057.56	1,057.56
DIV OF PHYS ED CONF & MEETINGS	178.25	178.25	178.25	.00	500.00	321.75	321.75
DIV OF NURSING ASST CONTR SERV	15.00	15.00	15.00	.00	300.00	285.00	285.00
DIV OF NURSING ASST SUPPLIES	42.39	42.39	33.48	8.91	400.00	357.61	357.61
DIV OF NURSING ASST CONF & MEETINGS		.00		.00	100.00	100.00	100.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
INSTR ADMIN SECR SALARIES	13,222.85	13,222.85	11,175.95	2,046.90	13,860.00	637.15	637.15
INSTR ADMIN FED WORK STUDY	5,808.96	5,808.96	5,154.03	654.93	12,932.00	7,123.04	7,123.04
WORKROOM FED WORK STUDY	4,058.56	4,058.56	3,324.91	733.65	5,600.00	1,541.44	1,541.44
WORKROOM STATE WORK STUDY	731.98	731.98	731.98	.00		731.98 CR	731.98 CR
WORKROOM CONTR SERV	4,092.45	4,092.45	4,092.45	.00	3,100.00	992.45 CR	992.45 CR
INSTR UNALLOCATED CONTR	350.15	350.15	305.15	45.00	1,900.00	1,549.85	1,549.85
WORKROOM SUPPLIES	550.05 ◊	550.05 CR	563.41 ◊	13.36	1,000.00	1,550.05	1,550.05
FACULTY OFFICE SUPPLIES	292.12	292.12	229.20	62.92	800.00	507.88	507.88
INSTITU COMMITTEES	205.84	205.84	205.84	.00	200.00	5.84 CR	5.84 CR
TUITION REIMBURSEMENT	2,215.31	2,215.31	1,803.56	411.75	6,600.00	4,384.69	4,384.69
PUBLIC INFO ADMIN SALARIES	16,373.50	16,373.50	13,854.50	2,519.00	30,228.00	13,854.50	13,854.50
PUB INFO SECR SALARIES	177.60	177.60	177.60	.00	2,000.00	1,822.40	1,822.40
PUB INFO SUPPLIES	30,857.54	30,857.54	29,029.99	1,827.55	73,900.00	43,042.46	43,042.46
PUB INFO CONF & MEETINGS	382.20	382.20	344.30	37.90	900.00	517.80	517.80
ASST DEAN ARTS & SOC SCI---							
SALARY	16,641.59	16,641.59	14,081.35	2,560.24	30,723.00	14,081.41	14,081.41
INSTR PART TIME OVERLOAD	23,931.25	23,931.25	12,540.00	11,391.25	38,500.00	14,568.75	14,568.75
NIGHT PREMIUMS	100.00	100.00	100.00	.00		100.00 CR	100.00 CR
SUMMER SALARIES	54,298.00	54,298.00	54,298.00	.00	44,820.00	9,478.00 CR	9,478.00 CR
SECR SALARY	6,208.56	6,208.56	5,253.40	955.16	11,462.00	5,253.44	5,253.44
FEDERAL WORK STUDY	2,686.74	2,686.74	2,320.75	365.99	5,800.00	3,113.26	3,113.26
SUPPLIES	391.94	391.94	323.12	68.82	800.00	408.06	408.06
CONF & MEETINGS	338.35	338.35	313.35	25.00	1,900.00	1,561.65	1,561.65
ASST DEAN BUS & TECH---							
SALARY	17,517.50	17,517.50	14,822.50	2,695.00	32,340.00	14,822.50	14,822.50
PART TIME OVERLOAD	40,595.28	40,595.28	22,643.20	17,952.08	90,341.00	49,745.72	49,745.72
NIGHT PREMIUMS	500.00	500.00	500.00	.00		500.00 CR	500.00 CR
SUMMER SALARIES	35,780.85	35,780.85	35,780.85	.00	33,750.00	2,030.85 CR	2,030.85 CR
SECR SALARY	7,172.75	7,172.75	6,069.25	1,103.50	13,242.00	6,069.25	6,069.25
FED WORK STUDY	4,310.68	4,310.68	3,674.17	636.51	11,256.00	6,945.32	6,945.32
SUPPLIES	383.40	383.40	258.25	125.15	900.00	516.60	516.60
CONF & MEETINGS	844.77	844.77	735.67	109.10	2,550.00	1,705.23	1,705.23
ASST DEAN COMMUNITY & EXTEN SERV---							
SALARY	20,640.91	20,640.91	17,337.19	3,303.72	39,645.00	19,004.09	19,004.09
INSTR SALARIES	51,071.25	51,071.25	37,068.14	14,003.11	102,000.00	50,928.75	50,928.75
COORDINATORS	2,690.00	2,690.00	2,690.00	.00	6,280.00	3,590.00	3,590.00



Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
COMM SERV SECR SALARIES	6172.81	6172.81	5223.15	949.66	11396.00	5223.19	5223.19
COMM SERV FED WORK STUDY	1135.66	1135.66	1055.26	80.40	3655.00	2519.34	2519.34
						.00	.00
COMM SERV CONTR SERV	940.00	940.00	940.00	.00	3500.00	2560.00	2560.00
COMM SERV SUPPLIES	1358.85	1358.85	1133.12	225.73	3000.00	1641.15	1641.15
COMM SERV CONF & MEETINGS	1160.49	1160.49	1003.49	157.00	2500.00	1339.51	1339.51
ASST DEAN HEALTH & NAT SCI---							
SALARY	17517.50	17517.50	14822.50	2695.00	32340.00	14822.50	14822.50
PART TIME OVERLOAD	28906.79	28906.79	24554.67	4352.12	74000.00	45093.21	45093.21
NIGHT PREMIUMS	200.00	200.00	200.00	.00		200.00 CR	200.00 CR
SUMMER SALARIES	28883.31	28883.31	28883.31	.00	25000.00	3883.31 CR	3883.31 CR
FED WORK STUDY	5481.04	5481.04	4655.38	825.66	13596.00	8114.96	8114.96
STATE WORK STUDY	96.25	96.25	96.25	.00		96.25 CR	96.25 CR
CONTR SERV	100.00	100.00		100.00	300.00	200.00	200.00
SUPPLIES	286.50	286.50	250.25	36.25	800.00	513.50	513.50
CONF & MEETINGS	208.59	208.59	163.95	44.64	1850.00	1641.41	1641.41
ACADEMIC SKILLS SALARIES	18613.71	18613.71	14477.33	4136.38	69473.00	50859.29	50859.29
ACADEM SKILLS CONTR SERV	35.00	35.00	35.00	.00	500.00	465.00	465.00
ACADEM SKILLS SUPPLIES	883.56	883.56	1120.49	236.93 CR	1000.00	116.44	116.44
ACADEM SKILLS CONF & MEETINGS		.00		.00	500.00	500.00	500.00
HONORS PROGRAM CONTR SERV		.00		.00	100.00	100.00	100.00
HONORS PROG SUPPLIES	17.85	17.85	17.85	.00	110.00	92.15	92.15
HONORS PROG CONF & MEETINGS		.00		.00	550.00	550.00	550.00
DEAN OF INSTR ADMIN SALARIES	20690.56	20690.56	17507.40	3183.16	38198.00	17507.44	17507.44
DEAN OF INSTR SECR SALARY	7951.62	7951.62	6728.30	1223.32	14680.00	6728.38	6728.38
STUDENT TUTORS	1128.95	1128.95	994.95	134.00	2000.00	871.05	871.05
DEAN OF INSTR SUPPLIES	825.48	825.48	728.06	97.42	1600.00	774.52	774.52
DEAN OF INSTR CONF & MEETINGS	1065.78	1065.78	818.38	247.40	1500.00	434.22	434.22
LRC PROF SALARIES	31176.35	31176.35	25230.45	5945.90	71351.00	40174.65	40174.65
LRC SECR SALARIES	18379.81	18379.81	15628.65	2751.16	34099.00	15719.19	15719.19
LRC FED WORK STUDY	4767.14	4767.14	4030.96	736.18	13000.00	8232.86	8232.86
LRC CONTR SERV	1998.15	1998.15	1980.65	17.50	4500.00	2501.85	2501.85
LIBRARY SUPPLIES	7268.06	7268.06	6960.21	307.85	12040.00	4771.94	4771.94
A V SUPPLIES	3227.98	3227.98	2814.14	413.84	7780.00	4552.02	4552.02
XEROX SUPPLIES	2920.51 ◊	2920.51 CR	2270.83 ◊	649.68 CR	2000.00	4920.51	4920.51

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
LIBRARY BOOKS	17,600.90	17,600.90	13,552.59	4,048.31	30,000.00	12,399.10	12,399.10
LRC CONF & MEETINGS	237.60	237.60	191.60	46.00	750.00	512.40	512.40
ADM & REC PROF SALARIES	15,795.00	15,795.00	13,365.00	2,430.00	29,160.00	13,365.00	13,365.00
ADM & REC SECR SALARIES	25,446.30	25,446.30	21,531.50	3,914.80	46,978.00	21,531.70	21,531.70
ADM & REC FED WORK STUDY	6,490.71	6,490.71	5,465.60	1,025.11	4,958.00	1,532.71 CR	1,532.71 CR
ADM & REC STATE WORK STUDY	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	5,216.83	5,216.83	3,876.62	1,340.21	5,600.00	383.17	383.17
ADM & REC CONF & MEETINGS	199.90	199.90	116.30	83.60	800.00	600.10	600.10
COUNSELING PROF SALARIES	33,335.36	33,335.36	28,476.56	4,858.80	58,306.00	24,970.64	24,970.64
COUNSELING SECR SALARIES	6,208.56	6,208.56	5,253.40	955.16	11,462.00	5,253.44	5,253.44
HEALTH SERV SUPPLIES		.00		.00	300.00	300.00	300.00
FIN AIDS PROF SALARIES	16,261.87	16,261.87	13,760.05	2,501.82	30,022.00	13,760.13	13,760.13
FIN AIDS SECR SALARIES	12,225.08	12,225.08	10,406.18	1,818.90	22,731.00	10,505.92	10,505.92
STUDENT SERV ADMIN SALARIES	19,560.62	19,560.62	16,551.30	3,009.32	36,112.00	16,551.38	16,551.38
STUDENT SERV SECR SALARIES	7,914.81	7,914.81	6,697.15	1,217.66	14,612.00	6,697.19	6,697.19
STUDENT SERV FED WORK STUDY	24,062.23	24,062.23	20,443.97	3,618.26	51,100.00	27,037.77	27,037.77
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	5,350.00	5,350.00	3,112.50	2,237.50	11,845.00	6,495.00	6,495.00
STUDENT SERV CONTR SERV	510.00	510.00	510.00	.00	600.00	90.00	90.00
STUDENT SERV SUPPLIES	6,971.72	6,971.72	5,597.08	1,374.64	11,600.00	4,628.28	4,628.28
STUDENT RECRUITMENT	633.69	633.69	548.69	85.00	1,500.00	866.31	866.31
COMMENCEMENT	2,109.07	2,109.07	936.27	1,172.80	6,000.00	3,890.93	3,890.93
STUDENT SERV CONF & MEETINGS	1,306.98	1,306.98	1,297.58	9.40	4,650.00	3,343.02	3,343.02
PUB 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	19,364.74	19,364.74	16,327.67	3,036.95	37,577.80	18,213.62	18,213.62
MAINT FED WORK STUDY-BOYS	29,597.38	29,597.38	24,846.13	4,751.25	82,000.00	5,240.26	5,240.26
MATRONS FED WORK STUDY	11,031.27	11,031.27	9,378.23	1,653.04		11,031.27 CR	11,031.27 CR
MAINT STATE WORK STUDY-BOYS	2,010.25	2,010.25	2,010.25	.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	51,149.59	51,149.59	40,237.13	10,912.46	146,800.00	95,650.41	95,650.41
TELEPHONE	13,909.18	13,909.18	11,941.58	1,967.60	27,000.00	13,090.82	13,090.82
PRESIDENTS SALARY	28,109.78	28,109.78	23,785.20	4,324.58	51,895.00	23,785.22	23,785.22
PRES SECR SALARY	9,104.31	9,104.31	7,703.65	1,400.66	16,808.00	7,703.69	7,703.69

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PRES OFC FED WORK STUDY	1,090.47	1,090.47	889.47	201.00	2,096.00	1,005.53	1,005.53
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	1,045.50	1,045.50	787.04	258.46	3,250.00	2,204.50	2,204.50
PRES OFC CONF & MEETINGS	998.14	998.14	748.89	249.25	3,000.00	2,001.86	2,001.86
SPECIAL AFFAIRS	990.27	990.27	967.27	23.00	3,500.00	2,509.73	2,509.73
PRES OTHER CONF & MEETING EXP	3,037.50	3,037.50	2,737.50	300.00	4,500.00	1,462.50	1,462.50
BUS OFC ADMIN SALARIES	23,051.12	23,051.12	19,504.80	3,546.32	42,556.00	19,504.88	19,504.88
BUS OFC PROF SALARIES	16,693.59	16,693.59	14,125.35	2,568.24	30,819.00	14,125.41	14,125.41
BUS OFC SECR SALARIES	35,249.71	35,249.71	29,945.15	5,304.56	65,335.00	30,085.29	30,085.29
BUS OFC FED WORK STUDY	3,035.14	3,035.14	2,557.76	477.38	9,676.00	6,640.86	6,640.86
BUS OFC STATE WORK STUDY	906.18	906.18	906.18	.00		906.18 CR	906.18 CR
BUS OFC CONTR SERV	4,512.49	4,512.49	4,473.24	39.25	4,700.00	187.51	187.51
BUS OFC SUPPLIES	4,741.14 ◊	4,741.14 CR	3,500.76 ◊	1,240.38 CR	9,000.00	1,374.14	1,374.14
BUS OFC CONF & MEETING EXP	1,184.87	1,184.87	1,101.09	83.78	3,000.00	1,815.13	1,815.13
LEGAL CONTR	4,797.10	4,797.10	4,435.25	361.85	8,000.00	3,202.90	3,202.90
BOARD OTHER EXP	486.14	486.14	420.72	65.42	3,000.00	2,513.86	2,513.86
BOARD CONF & MEETINGS	1,372.27	1,372.27	747.87	624.40	3,000.00	1,627.73	1,627.73
INSTITU SECR SALARIES	6,303.34	6,303.34	5,333.60	969.74	11,637.00	5,333.66	5,333.66
SWITCHBOARD FED WORK STUDY	1,638.88	1,638.88	1,421.88	217.00	3,640.00	2,001.12	2,001.12
SWITCHBOARD STATE WORK STUDY	59.50	59.50	59.50	.00		59.50 CR	59.50 CR
GROUP MED & LIFE INS	115,075.14	115,075.14	115,847.55	772.41 CR	208,000.00	9,292.86	9,292.86
PROF CONSULTANTS	6,029.34	6,029.34	6,029.34	.00		6,029.34 CR	6,029.34 CR
IN SERVICE TRAINING	677.66	677.66	677.66	.00	5,000.00	4,322.34	4,322.34
UNALLOCATED CONTR-INSTITU	1,070.36	1,070.36	771.06	299.30	2,400.00	1,329.64	1,329.64
FACULTY ASSN SUPPLIES	56.29	56.29	49.16	7.13	200.00	143.71	143.71
POSTAGE	17,851.05	17,851.05	6,308.72	11,542.33	38,100.00	20,248.95	20,248.95
PUBLICATIONS & DUES	5,359.48	5,359.48	2,282.58	3,076.90	6,000.00	640.52	640.52
ADVERTISING	239.40	239.40	239.40	.00	600.00	360.60	360.60
RECRUITMENT	466.50	466.50	466.50	.00	2,500.00	2,033.50	2,033.50
GENERAL INSURANCE	11,829.00	11,829.00	11,829.00	.00	17,000.00	5,171.00	5,171.00
EQUIPMENT	21,375.88	21,375.88	9,675.01	11,700.87	153,970.00	132,594.12	132,594.12
VOC ED EQUIPMENT	96,954.45	96,954.45	87,409.76	9,544.69		96,954.45 CR	96,954.45 CR
TUITION CHARGE BACK	13,006.02	13,006.02	13,006.02	.00	25,000.00	11,993.98	11,993.98
INSTITU RES SUPPLIES	85.03	85.03	85.03	.00	500.00	414.97	414.97
DATA PROC PROF SALARIES	30,101.96	30,101.96	25,470.90	4,631.06	55,573.00	25,471.04	25,471.04
DATA PROC SECR SALARIES	5,071.26	5,071.26	4,684.01	387.25	11,974.00	6,902.74	6,902.74
DATA PROC FED WORK STUDY	1,791.43	1,791.43	1,603.83	187.60	4,288.00	2,496.57	2,496.57

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DATA PROC CONTR SERV	16,442.12	16,442.12	15,732.00	710.12	44,834.00	28,391.88	28,391.88
DATA PROC SUPPLIES	4,159.44	4,159.44	3,439.02	720.42	6,950.00	2,790.56	2,790.56
DATA PROC CONF & MEETINGS	114.00	114.00	114.00	.00	1,000.00	886.00	886.00
DATA PROC EQUIP RENTAL	33,552.76	33,552.76	28,639.26	4,913.50	92,415.00	58,862.24	58,862.24
PLANNING & DEVEL PROF SALARIES	16,087.50	16,087.50	13,612.50	2,475.00	33,220.00	17,132.50	17,132.50
PLANNING & DEVEL SECR SALARIES	5,351.45	5,351.45	4,459.55	891.90	10,703.00	5,351.55	5,351.55
PLANNING & DEVEL CONTR		.00		.00	500.00	500.00	500.00
PLANNING & DEVEL SUPPLIES	715.34	715.34	563.73	151.61	1,155.00	439.66	439.66
PLANNING & DEVEL CONF & MEETINGS	1,270.15	1,270.15	1,176.15	94.00	2,250.00	979.85	979.85
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

2,278,704.49 2,278,704.49 T1,898,024.21 T 380,680.28 T4,661,182.00 T2,382,477.51 T 2,382,477.51 T

BUILDING FUND

MAINT & BLDG SUPPLIES	10,809.09	10,809.09	10,330.77	478.32	63,000.00	52,190.91	52,190.91
MAINT CONF & MEETINGS	300.60	300.60	286.60	14.00	950.00	649.40	649.40
SERVICE EQUIPMENT	119.00	119.00	119.00	.00	10,000.00	9,881.00	9,881.00
MAINT CONTR SERV	19,917.52	19,917.52	15,224.39	4,693.13	44,100.00	24,182.48	24,182.48
ELECTRICITY	96,051.38	96,051.38	82,253.44	13,797.94	213,800.00	117,748.62	117,748.62
RENTAL CHARGES	135.00	135.00	135.00	.00	1,000.00	865.00	865.00
CONTINGENCIES		.00		.00	25,000.00	25,000.00	25,000.00

127,332.59 T 127,332.59 T 108,349.20 T 18,983.39 T 357,850.00 T 230,517.41 T 230,517.41 T

SITE AND CONSTRUCTION FUND		Total		Prev. Mo.				
Account	Expenditures	To Date	To Date	This Mo.	Budget	Unexpended	Unencumbered	
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	9,888.85	9,888.85	9,823.85	65.00		9,888.85 CR	9,888.85 CR	
FURNISHINGS	2,279.15	2,279.15	1,884.15	395.00		2,279.15 CR	2,279.15 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	
	12,168.00 T	12,168.00 T	11,708.00 T	460.00 T	255,000.00 T	24,283.20 T	24,283.20 T	
BOND AND INTEREST #1								
DEBT PRINCIPAL RETIREMENT	250.000.00	250.000.00	250.000.00	.00	250.000.00	.00	.00	
INTEREST	18,500.00	18,500.00	18,500.00	.00	32,375.00	13,875.00	13,875.00	
OTHER CHARGES	130.00	130.00	130.00	.00	500.00	370.00	370.00	
	268,630.00 T	268,630.00 T	268,630.00 T	.00 T	282,875.00 T	14,245.00 T	14,245.00 T	
BOND AND INTEREST #4								
DEBT PRINCIPAL RETIREMENT	250.000.00	250.000.00	250.000.00	.00	250.000.00	.00	.00	
INTEREST	27,812.50	27,812.50	27,812.50	.00	28,125.00	312.50	312.50	
OTHER CHARGES		.00		.00	1,500.00	1,500.00	1,500.00	
	277,812.50 T	277,812.50 T	277,812.50 T	.00 T	279,625.00 T	1,812.50 T	1,812.50 T	
WORKING CASH FUND								
MISC EXPENSES		.00		.00	1,000.00	1,000.00	1,000.00	
	.00 T	.00 T	.00 T	.00 T	1,000.00 T	1,000.00 T	1,000.00 T	

## INSURANCE FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKMENS COMP	13,447.18	13,447.18	13,461.02	13.84 CR	20,000.00	6,552.82	6,552.82
TORT LIABILITY	10,212.00	10,212.00	9,489.00	723.00	16,000.00	5,788.00	5,788.00
AUDIT COSTS	8,150.00	8,150.00	8,150.00	.00	14,000.00	5,850.00	5,850.00
UNEMPLOYMENT COMP	3,883.75	3,883.75	1,680.20	2,203.55	21,000.00	17,116.25	17,116.25
	35,692.93 T	35,692.93 T	32,780.22 T	2,912.71 T	71,000.00 T	35,307.07 T	35,307.07 T

## REVENUE REPORT

## EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1981 TAXES	455,792.67	455,792.67	444,947.73	10,844.94	462,127.00	6,334.33	6,334.33
1982 TAXES		.00		.00	462,127.00	462,127.00	462,127.00
IN LIEU OF TAXES	1,466.69	1,466.69	1,466.69	.00		1,466.69 CR	1,466.69 CR
CHARGE BACK REVENUE	4,409.60	4,409.60	4,409.60	.00	10,000.00	5,590.40	5,590.40
STATE APPORTIONMENT	701,030.50	701,030.50	701,030.50	.00	1,356,125.00	655,094.50	655,094.50
VOC ED REG REIMB	425.00	425.00	425.00	.00	149,000.00	148,575.00	148,575.00
VOC ED EQUIP REIMB	959.00	959.00 CR	959.00	.00	44,000.00	44,959.00	44,959.00
CORP PERS PROP TAX REPL	79,514.60	79,514.60	75,522.57	3,992.03	117,228.00	37,713.40	37,713.40
STATE WORK STUDY	3,737.00	3,737.00		3,737.00	1.00	3,736.00 CR	3,736.00 CR
FEDERAL WORK STUDY	86,115.77	86,115.77	60,979.10	25,136.67	155,422.00	69,306.23	69,306.23
OTHER FEDERAL SOURCES		.00		.00	2,000.00	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	14,899.91 CR
FALL TUITION	528,113.59	528,113.59	350,000.00	178,113.59	598,714.00	70,600.41	70,600.41
SPRING TUITION		.00		.00	602,018.00	602,018.00	602,018.00
GRADUATION FEES		.00		.00	1,000.00	1,000.00	1,000.00
TRANSCRIPT FEES	422.00	422.00	349.00	73.00	1,100.00	678.00	678.00
PUB SERV INCOME		.00		.00	135,000.00	135,000.00	135,000.00
RENTAL OF KITCHEN	8,750.00	8,750.00	7,500.00	1,250.00	15,000.00	6,250.00	6,250.00
INTEREST ON INVESTMENTS	6,896.13	6,896.13	6,639.41	256.72	15,000.00	8,103.87	8,103.87
OTHER REVENUE	3,280.22	3,280.22	2,244.22	1,036.00	3,000.00	280.22 CR	280.22 CR

2015,222.68 T 2015,222.68 T 1,790,782.73 T 224,439.95 T 4,128,690.00 T 211,346.32 T 211,346.32 T

BUILDING FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1981 TAXES	113,946.23	113,946.23	111,235.05	2,711.18	115,532.00	1,585.77	1,585.77
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	19,878.65	19,878.65	18,880.64	998.01	29,307.00	9,428.35	9,428.35
INTEREST ON INVESTMENTS		.00		.00	100.00	100.00	100.00
MISC REVENUE	540.00	540.00	405.00	135.00	1,200.00	660.00	660.00
	134,731.55 T	134,731.55 T	130,887.36 T	3,844.19 T	261,671.00 T	126,939.45 T	126,939.45 T

SITE AND CONSTRUCTION FUND

INTEREST ON INVESTMENTS	52,166.33	52,166.33	49,610.14	2,556.19	75,000.00	22,833.67	22,833.67
	52,166.33 T	52,166.33 T	49,610.14 T	2,556.19 T	75,000.00 T	22,833.67 T	22,833.67 T

BOND AND INTEREST #1

1981 TAXES	123,091.50	123,091.50	120,162.71	2,928.79	124,774.00	1,682.50	1,682.50
1982 TAXES		.00		.00	124,774.00	124,774.00	124,774.00
IN LIEU OF TAXES	396.09	396.09	396.09	.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	31,473.35	31,473.35	31,261.14	212.21	15,000.00	16,473.35 CR	16,473.35 CR
	190,737.94 T	190,737.94 T	187,596.94 T	3,141.00 T	300,325.00 T	109,587.06 T	109,587.06 T

BOND AND INTEREST #4

1981 TAXES	159,498.67	159,498.67	155,703.65	3,795.02	161,744.00	2,245.33	2,245.33
1982 TAXES		.00		.00	161,744.00	161,744.00	161,744.00
IN LIEU OF TAXES	513.25	513.25	513.25	.00		513.25 CR	513.25 CR
INTEREST ON INVESTMENTS	7,557.41	7,557.41		7,557.41		7,557.41 CR	7,557.41 CR
	167,569.33 T	167,569.33 T	156,216.90 T	11,352.43 T	323,488.00 T	155,918.67 T	155,918.67 T

WORKING CASH FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
INTEREST ON INVESTMENTS	117,504.90	117,504.90	110,210.89	7,294.01	100,000.00	17,504.90 CR	17,504.90 CR
	117,504.90 T	117,504.90 T	110,210.89 T	7,294.01 T	100,000.00 T	17,504.90 CR	17,504.90 CR

NSURANCE FUND

1981 TAXES	26,206.75	26,206.75	25,583.20	623.55	35,500.00	9,293.25	9,293.25
1982 TAXES		.00		.00	35,500.00	35,500.00	35,500.00
IN LIEU OF TAXES	84.33	84.33	84.33	.00		84.33 CR	84.33 CR
	26,291.08 T	26,291.08 T	25,667.53 T	623.55 T	71,000.00 T	44,708.92 T	44,708.92 T



SAUK VALLEY COLLEGE

APPROVED BY

*Janita J. Prescott*

PRESIDENT

*Richard D. Swearing*

SECRETARY

DATE \_\_\_\_\_