



SAUK VALLEY COLLEGE

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

Office of the Secretary
to the Board of Trustees

December 9, 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: *Sauk Valley College Board of Trustees*

When: *December 19, 1983*

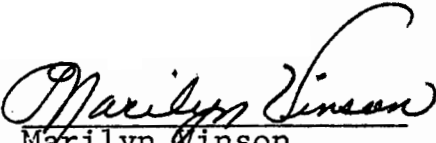
Time: *7:30 p.m.*

Where: *Second Floor Room 2K2*

Type: *Regular monthly meeting - Meeting scheduled for
December 26th is cancelled.*

Purpose: *Routine business*

Agenda: *TBA*


Marilyn Winson
Secretary to the Board
of Trustees, District #506

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
2K2 Faculty Dining Room Second Floor
December 19, 1983 7:30 p.m.

- A. Call to Order
- B. Roll Call
- C. Communications from Visitors
- D. Approval of Minutes
- E. Financial Reports and Actions
 - 1. Treasurer's Report
 - 2. Current Disbursements
 - 3. Current Payroll Journal
 - 4. Approval of Working Cash Fund Transfer
 - 5. Acceptance of Bid for 1984-86 Catalog
 - 6. Acceptance of Bid for Numerical Control Machine
- F. Personnel Recommendations
 - 1. Resignation
- G. Other Actions
 - 1. Authorization to Proceed on Energy Modification Program
 - 2. Austerity Adjustments FY 84
 - 3. Policy Revisions - Second Reading
 - 4. Other
- H. Reports
 - 1. Student Trustee
 - 2. ICCTA Representative
 - 3. Foundation Liaison
 - 4. Other
- I. President's Report
 - 1. Grant for Summer Fine Arts Camp for Young People
 - 2. Other Grant Proposals Pending
 - 3. Building Closure over the Holidays
 - 4. Students Who Attend Report
 - 5. Other
- J. Time of Next Meeting
- K. Executive Session - Personnel

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

December 19, 1983

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on December 19, 1983 in Room 2K2 of Sauk Valley College, Rural Route #5, Dixon, Illinois.

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

Richard Groharing	David Mandrgoc
Ann Powers	William Simpson
Bob Wolf	Kay Fisher

Absent: Oscar Koenig Dolores Marassa

Minutes: It was moved by Member Mandrgoc and seconded by Member Powers that the Board approve the minutes of the November 28th meeting with the correction that Ann Powers was absent from the meeting. Motion voted and carried.

Treasurer's Report: It was moved by Member Wolf and seconded by Member Simpson 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 Mandrgoc and seconded by Member Powers that the Board approve the bills in the following amounts:

Educational Fund	\$210,008.02
Building Fund	1,960.83
Site & Construction	
Bond and Interest	264,005.00
Insurance	8,500.00

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

Payroll: It was moved by Member Powers and seconded by Member Simpson that the Board approve the November 30 payroll in the amount of \$150,856.07. In a roll call vote, all voted aye. Motion carried.

Working Cash Fund: It was moved by Member Mandrgoc and seconded by Member Simpson that the Board adopt the attached resolution for a transfer of monies from the Working Cash Fund. In a roll call vote the following was recorded: Ayes - Members Groharing, Mandrgoc, Powers, Simpson, Wolf, and Fisher. Nays - 0. Motion carried.

- Catalog Bids: It was moved by Member Wolf and seconded by Member Groharing that the Board accept the low bid of \$8,410.80 from the M and D Printing Company of Henry, Illinois for the printing of 10,000 catalogs for the 1984-86 years. In a roll call vote the following was recorded: Ayes Members Groharing, Mandrgoc, Powers, Simpson, Wolf and Fisher. Nays-0. Motion carried.
- Numerical Control Machine: It was moved by Member Groharing and seconded by Member Mandrgoc that the Board approve the low bid of \$49,890 of the Alenco Company for a numerical control machine which had been budgeted for purchase this year. In a roll call vote the following was recorded: Ayes - Members Groharing, Mandrgoc, Powers, Simpson and Fisher. Nays-Member Wolf. Motion carried.
- Resignation: Dr. Garner informed the Board of the resignation of Wath Symoun who has been the Director of our Indo-Chinese Project for the past three years. He has accepted a position with the Indo-Chinese Refugee Action Center in Washington, D.C. It was moved by Member Wolf and seconded by Member Groharing that the Board accept the resignation of Wath Symoun with regret. Motion voted and carried.
- Energy Modification Program: Mr. Bill Peterson of Beling Consultants, Inc. was present at the meeting and reported on the work done to date on the energy modification study. It was moved by Member Mandrgoc and seconded by Member Groharing that the Board direct the administration to proceed with Parts I and IV of the attached proposal and ask the committee to meet and act accordingly to investigate an alternative plan for Items 5 through 8. In a roll call vote the following was recorded: Ayes - Members Groharing, Mandrgoc, Powers, Simpson, and Fisher. Member Wolf - abstain. Motion carried.
- Action Plan For Austerity Dr. Garner distributed the attached list of austerity adjustments for FY 84. It was moved by Member Mandrgoc and seconded by Member Groharing that the Board approve the recommendations on the attached list which included closing the Rock Falls Center as of Spring, 1984. In a roll call vote, the following was recorded: Ayes - Members Groharing, Mandrgoc, Powers, Simpson, Wolf and Fisher. Nays - 0. Motion carried.

December 19, 1983

Policy
Revisions:

The attached Board policies were submitted for first reading at the November meeting. Since then Attorney Pace has suggested certain editorial changes and rearrangements. It was moved by Member Groharing and seconded by Member Powers that the Board approve the attached policies as presented. In a roll call vote, all vote aye. Motion carried.

Reports:

Member Groharing reported on the Workshop to be held for new trustees and encouraged the new trustees to attend. He also reminded the Board of the Negotiations Workshop and said that the ICCTA Nominating Committee would be meeting in January and he asked those present to give him names of any people they might know that would be interested in being an officer in this association.

There was no report on the Foundation since the Foundation did not meet in December. Kay Fisher reported that Member Simpson had a conflict and could not attend the Foundation meeting and therefore she would like for another Board member to volunteer to be the Foundation liaison.

Dr. Garner reported on the building closure for the holidays and presented the "Students Who Attend" report for Fall, 1983. He then introduced Karen Shapton, Director of Planning and Development, who reported on a \$1,000 mini-grant for a Summer Fine Arts Camp for Young People, the possibility of receiving a grant in the amount of \$22,463 for a Federal Contract Procurement Assistance Center, and a \$46,000 Assessment Career Training Grant.

Executive
Session:

At 9:45 p.m. it was moved by Member Groharing and seconded by Member Simpson that the Board adjourn to executive session to discuss the appointment, employment or the dismissal of an employee. In a roll call vote, all voted aye. Motion carried.

Regular
Session:

At 10:28 p.m. the Board returned to regular session.

Adjournment: Since the scheduled business was concluded, it was moved by Member Groharing and seconded by Member Simpson that the Board adjourn. The next meeting will be January 5, 1983 at 7:00 p.m. Motion voted and carried.

The meeting adjourned at 10:30 p.m.

Respectfully submitted:


David W. Mandrgoc, Secretary

For Board Meeting
of December 19, 1983

Agenda Item E-4

APPROVAL OF WORKING CASH FUND TRANSFER

A transfer from the Working Cash Fund is needed. The attached resolution is prepared for this purpose.

RECOMMENDATION: It is recommended that the resolution for a transfer of monies from the Working Cash Fund be approved.

RESOLUTION PURSUANT TO ILL. REV. STATS, CH 122,
SEC. 103-33.6, TRANSFER OF MONIES FROM
WORKING CASH FUND

WHEREAS, SAUK VALLEY COLLEGE, District No. 506, has duly established a Working Cash Fund, and

WHEREAS, the Board of said College now desires to transfer funds in anticipation of needs, and

WHEREAS, pursuant to Ill. Rev. Stat., Ch. 122, Sec. 103-33.6, the Board of said College has the authority to make transfers from the Working Cash Fund to the Educational and Building and Maintenance Fund, and

WHEREAS, the Board further states:

A) That the taxes or other funds in anticipation of the collection or receipt of which the Working Cash Fund is to be reimbursed are \$1,178,681

B) The entire amount of taxes extended, or which the Board estimates will be extended or received for the year, in anticipation of the collection of all or a part of which this transfer is to be made is 1983 Taxes - \$1,178,681

C) The aggregate amount of warrants or notes heretofore issued under the Community College Act in anticipation of the collection of such taxes, together with the amount of interest accrued and which the Board estimates will accrue thereon is None

D) The amount of monies which the Board estimates will be derived for the year from State, Federal, Government or other sources in anticipation of the receipt of all or part of which the transfer hereinbelow named is to be made is FY 84 State Apportionment \$641,360

E) The aggregate amount of monies heretofore transferred from the Working Cash Fund to the Educational Fund or Building and Maintenance Fund in anticipation of the collection of such taxes or the receipt of such other monies from other sources is None

NOW, THEREFORE, BE IT RESOLVED, pursuant to authority of Ill. Rev. Stat., Ch 122, Sec. 103-33.6, that the Community College Treasurer is directed to transfer the following amounts to the Funds indicated in anticipation of the collection of taxes levied to be received, to-wit:

Education Fund (90% of tax + State Aid)	\$ 1,425,875
Building and Maintenance Fund (90% of tax)	\$ 212,162

BE IT FURTHER RESOLVED that the Treasurer shall adhere to the statutory limitations on the amount of transfers and the aggregate amount of transfer heretofore made shall not exceed 90% of the actual or estimated amount of taxes extended or to be extended or to be received as set forth above.

This Resolution passed this 19th day of December, 1983

AYES

NAYS

For Board Meeting
of December 19, 1983

Agenda Item E-5

ACCEPTANCE OF BID FOR
1984-86 CATALOG

Bids for our new 1984-86 catalog have been solicited and will be opened December 19th.

A report and recommendation will be brought to the Board at the meeting.

For Board Meeting of
December 19, 1983

Agenda Item E-5

ACCEPTANCE OF BID

FOR

1984-86 CATALOG

Catalog specifications were altered substantially this year as a cost-saving measure. Major changes included going to an 8½x11" paper size and substituting newsprint for offset paper.

Bid specifications were sent to seven companies (as per the attached listing) and the low bid of \$8,410.80 was submitted by M and D Printing Company of Henry, Illinois. This company also prints the catalog for Illinois Valley.

RECOMMENDATION: It is recommended that the Board approve the low bid of M and D Printing Company in the amount of \$8,410.80 for printing 10,000 catalogs.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE December 19, 1983

RANDUM

Dr. Garner

Ralph Gelandner



Catalog Bids

Following appropriate legal notice, two bids have been received for the printing of the 1984-86 Sauk Valley College Catalog. They are listed below.

PRINTER	8,000 Books	10,000 Books
M and D Printing Co. Henry, IL	\$7,626.60	\$8,410.80
Phillips Brothers Printers Springfield, IL	\$10,188.00	\$11,212.00

Catalog specifications, which were distributed to seven printing firms, were altered substantially this year as a cost-saving measure. Major changes included going to the more standard 8½ x 11 inch size and substituting less expensive newsprint for white offset paper. These changes contributed to a low bid (\$8410.80) which is more than \$13,000 below the cost of printing our last catalog (\$21,414).

I recommend acceptance of the low bid of M and D Printing Company of Henry, Illinois, for 10,000 catalogs at a price of \$8,410.80.

jg

Bid List
1984-86 Sauk Valley College
Catalog

Dixon Evening Telegraph
113 South Peoria Avenue
Dixon, IL 61021

ATTN: Tom Shaw

Rock River Printers
1208 East 4th
Sterling, IL 61081

ATTN: Bob Leedham

Phillips Brothers Printers
1555 West Jefferson
Springfield, IL 62705

ATTN: Roger Walker

Hub Printing Co.
Linda Avenue, Rt. 1
Rochelle, IL 61068

ATTN: Don Hinderliter

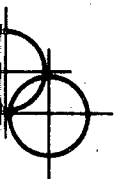
M and D Printing
616 Second Street
Henry, IL 61537

Castle Communications
121 Industrial Drive
DeKalb, IL 60115

ATTN: Jerry Smith

Hamilton Press
1241 Broadway
Hamilton, IL 62341

ATTN: Mart Seckman



M & D Printing Company, Inc.

616 Second Street
Henry, Illinois 61537
Dial 364-2534 (AC 309)

MOBY FINFGELD
(Richard K.)
and
DICK FINFGELD
(Richard M.)

December 15, 1983

Ralph Gelandner
Director of Public Information
Sauk Valley College
Rural Route 5
Dixon, Illinois 61021

Dear Mr. Gelandner:

Thank you for the privilege to bid on the 1984-86 Sauk Valley College catalog. We are in a position to follow your specifications in-house, and our program would be to give you good service and good quality in publishing your catalog.

Our bid is as follows, in keeping with your specifications:

	<u>8,000</u>	<u>10,000</u>
with 1 color ink on cover.....	\$7,482.00	\$8,251.00
for second color of ink on cover, add..	\$ 144.60	159.80
four more pages, add.....	\$ 220.00	316.00
eight more pages, add.....	\$ 285.00	510.00
sixteen more pages, add.....	\$ 350.00	679.00
four less pages, deduct.....	\$ 190.00	260.00
eight less pages, deduct.....	\$ 240.00	390.00
sixteen less pages, deduct.....	\$ 300.00	580.00

Thank you for your consideration of our proposal. We will appreciate receiving a report on the results of this bidding.

Sincerely,

Dick Finfgeld
Richard M. (Dick) Finfgeld

RMF:kmp



PHILLIPS BROTHERS PRINTERS
1555 WEST JEFFERSON POST OFFICE BOX 580 SPRINGFIELD, ILLINOIS 62705 217/787-3014

December 15, 1983

Mr. Ralph Gelander
Director of Public Information
Sauk Valley College
R.R. 5
Dixon, Illinois 61021

Dear Mr. Gelander:

We are pleased to quote you according to our interpretation of your specifications as outlined below.

Re: 1984-86 Catalog

8,000 and 10,000 copies
8½ x 10½ page size
180 pages + cover
Text prints one color
Cover prints two colors
PBP to set composition and pasteup
Galley, page and dylux proofs
30 Halftones
35# Mandoprinting
.010 C1S Cover
Perfect bind
F.O.B. Dixon, Illinois
Our price: 8,000 copies - \$10,188.00
 10,000 copies - \$11,212.00

+\$50.00 per page for additional pages

-\$40.00 per page for deleted pages

Additional pages and deleted pages must be in multiples of four pages.

Our prices are firm on this quotation if accepted within 45 days.
Thank you for the opportunity to submit this quotation to you.

Sincerely,

PHILLIPS BROTHERS PRINTERS

Roger A. Walker

Roger A. Walker
Sales Representative

RAW/as

For Board Meeting
of December 19, 1983

Agenda Item E-6

ACCEPTANCE OF BID FOR NUMERICAL
CONTROL MACHINE

The bids for a Numerical Control Machine have been solicited and received. Attachments are provided giving background rationale and description of the actual bids received.

RECOMMENDATION: It is recommended that the
low bid of \$49,890 by the
Alenco Company for the Numerical
Control Machine be accepted

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE December 5, 1983

MEMORANDUM

Dr. Garner

Don Foster *DF*

Recommendation to Purchase Numerical Controls Machine for Machine Tool Program

Enclosed is a recommendation requesting authorization to purchase a Numerical Controls Machine for the Machine Tool Program. This is a budgeted item of equipment that has been planned for several years and has not been placed on the "budget hold list". Also enclosed are the specifications to be used in seeking bids for this equipment item. It should be noted that we can expect DAVTE reimbursement of approximately 50% of the cost of this equipment purchase.

This recommended educational equipment purchase is an important part of the overall plan to update the Machine Tool Program along with the Electronics Program, the Mechanical Design Program, and related high technology areas. A more detailed rationale is provided in the enclosed memorandum prepared by Assistant Dean Wagner. Also, all of the appropriate bidding requirements for purchase of large equipment items by public educational institutions will be carefully adhered to in facilitating this purchase.

The specific recommendation is to accept the low bid from the Alenco Company for \$49,890.00. Copies of all bids and related information are enclosed.

DF/js

cc Dean Edison
Gene Wagner

Enclosure

RECEIVED

DEC 5 1983

[Faint stamp]

AUK VALLEY COLLEGE

RURAL ROUTE ONE.

DIXON, ILLINOIS 61021

DATE December 2, 1983

GRANDUM

Don Foster

Gene Wagner

CNC Machine Bid Summary

The following is a short summary of the CNC bids. Three companies are bidding the exact same unit. The fourth company's bid contains two different units which are CNC Machining Centers.

<u>BID</u>	<u>ALENCO</u>	<u>STAEHLE</u>	<u>ATLAS</u>	<u>SAEILO</u>
Base Price	\$45,950	\$48,960	\$46,980	\$76,000
Options	3,940	3,940	3,940	-
Total Price	\$49,890	\$52,900	\$50,920	\$76,000
<u>TRAINING</u>	Factory Training \$100 per diem per day provided by Alenco for Food Lodging Transportation	Factory Training College pay for Food Lodging Transportation)))) Same))))	Free at Plant or at College by Saeilo
<u>WARRANTY</u>	End User) Start up) ----- and) Same One Year)		----- Same	2 Year Warranty with option to purchase a third year.
<u>DELIVERY</u>	60 Days	70 Days	65 Days	Immediate

After reviewing the bids, I would recommend that we accept the bid including the options from Alenco. Not only is it the lowest bid, but also covers the cost of sending our instructor to the factory training school.

In this year's machine tool budget, we requested \$60,000.00 for equipment. The following is a breakdown of the items submitted for purchase:

CNC Machine	\$49,890
Slow Speed Saw	1,862
Robotics Systems	7,270
	<hr/>
	\$59,022

SAUK VALLEY COLLEGE


RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 4, 1983

ANDUM

Don Foster

Gene Wagner 

Development of a Machine Tool Technology A.A.S.,
and its place in Sauk Valley's High Technology Emphasis

High Technology has been a term used around the college, state, and nation for the past two years. It is a term that appears to not be well defined, but takes on a character associated with the way the community and college evaluates technological needs in their particular area. High Technology includes a number of educational areas. Usually there is an association of the use of a microprocessor in the system. Programs may include Laser Technology, Bio-Medical, Computer Science, Electronics Technology, Word Processing, Automated Office, Microcomputers, CAD/CAM (Computer Aided Design and Computer Aided Drafting), CNC and DNC (Numerical Control), Automated Machining Centers, and on and on. Which of these programs and the extent of development and financial commitment is going to be dependent on the systems and potential systems in the community.

As we view the Sauk Valley College area, we realize that a number of these programs are not of importance at the current time. In addition, we are not a metropolitan area either in population or business and industrial density. Therefore, the choice, size and scope of our programs will need to fit into the industrial and business orientation of the community. With this thought in mind, we have identified those areas where we feel there is the most potential for development and enrollment. They are:

1. Computer Science/Data Processing
2. Microcomputers
3. Electronics Technology
4. Word Processing/Automated Office
5. Automated Machining
6. CAD/CAM Computer Graphics

At this point in time we are making excellent headway on a number of the above listed programs. Of the group, the first four are in operation and the remaining two are in the development stage. Each of the first four are continuously being evaluated as to how current they are relative to the institution and community. The Electronics Technology program is the newest of the four to come in to place and the Computer area is in greatest need of further development as it relates to Data Processing students and students in the general

Don Foster
November 4, 1983
Page Two

population. Currently, a committee is beginning a study on the future use of microcomputers at Sauk.

With the above background, it is important that we begin the proper development of the next two High Technology systems -- Machine Tool Technology and CAD/CAM plus Computer Graphics. These two systems are very closely tied together as an end product in our investment. Also, they tie in with the Electronics program. In order to complete our Machine Tool Technology program and award an A.A.S., and to upgrade our current Machine Design A.A.S., three capital outlay purchases are required. They are:

1. NC Machine, or NC Machining Center.
Cost: NC Machine \$45,000 - \$ 55,000
NC Machining
Center \$75,000 - \$110,000
2. CAD/CAM/Computer Graphics.
Cost: \$10,000 - \$ 40,000
3. Robotics Trainer.
Cost: \$ 6,000 - \$ 20,000

The planning for this program began during the fall of 1981. At that time Chuck Oster, Ron Happach, Jerry Frana, Al Pfeifer, and myself started attending high technology seminars and workshops to survey what was in the field and its potential growth and how to relate it into our present setting. The important point here relates to our present setting or community. Large-scale elaborate systems may fit into the urban, but not our rural manufacturing setting. This is mainly due to size and type of activity that our industry engages in at the present time. By continuing attendance at seminars and visiting other institutions, we arrived at what we would consider to be appropriate at our institution.

The next step in our procedure was to determine the steps of bringing the system on line in order to budget it over a two-to-three year period. The operating equipment would be over a two year period, with any remaining adaptations being budgeted in the third year. In order to accomplish the purchase of one major piece of equipment (NC Machine), other instructional areas would be required to greatly reduce or eliminate capital purchases for that year. This was favorable, for then we will start a rotation system to make major purchases for other areas as needed.

Don Foster
November 4, 1983
Page Three

In preparing the budget for 1983-84 (preparation beginning in November 1982), a Numerical Control Machine and Robotics system was included. A budget limit of \$60,000 was established. The CAD/CAM/Graphics system is planned for the 1984-85 budget.

The next point to consider is the Machine Tool program layout and inter-relations with CAD/CAM in Mechanical Design. The direction of technology is to allow a designer on Computer system to design a tool or piece and transfer the design by tape, diskette, or direct hook-up to the NC machine. Therefore, in working with vendors we indicated that we were in need of an industrial type 3-axis NC unit with 2 HP + drive that would have capabilities to interface with a microcomputer CAD/CAM system. In addition, indicate tools included, machine training, delivery and installation.

As the vendors started sending information to us on NC machines, CAD/CAM, and Robotics, we begin developing the program requirements for the A.A.S. in Machine Tool Technology. We presently have a certificate in Machine Tool Operator that will be expanded to the A.A.S. The expansion of course work will include courses in EDM, NC, robotics, and electronics as well as the required general education component. The CAD/CAM is more a part of Mechanical Design, therefore, the student may desire to enroll in such a course as an elective:

In the development of the program we are taking into consideration what is going to be required of those that will be employed in our district and surrounding area. An individual completing the program will be skilled in all phases of machine tool operation and not a specialist in one area. This is essential because of the types of shops and openings that exist in the district. If an individual would need additional specialized training this will be set up on a one on one basis.

Once our program requirements were determined we started the process of reviewing vendor literature relative to equipment needs. This process began during the spring semester of 1983 in order that we would be able to write the Purchase Requisition as early as possible after budget approval. The NC literature provided us with three alternatives. The first was a table top system. This system would be good for a vocational center but it is not of an industrial type. Once an industrial type was purchased it would be an economical system to use as an expansion phase. Cost on this system was \$10,000 - \$15,000. The next alternative was an NC Machinery Center. This would be an excellent unit as it had a number of automatic features. The cost would range from \$75,000 - \$110,000. Since our budget was for only \$48,000 - \$50,000, we would need to consider its value plus budgeting the purchase over two years. The third alternative was a

Don Foster
November 4, 1983
Page Four

single tool NC machine with manual change with a cost of \$45,000 - \$55,000, which was within budget.

The next item of equipment to review was the robotics system. Again we were searching for the system that would be of an industrial type concept rather than the Star Wars R₂D₂ fun and games toy. The system would need to be controlled and be programmed by use of a microprocessor. In addition, it would be best to have a teach pendant. There would be an addition choice to decide if the system would be electro-mechanical or hydraulic. The decision was to go with an electro-mechanical and then add the hydraulic unit at a later time.

The last piece of equipment is the CAD/CAM system. Since we are considering it for the coming year we are contacting vendors in order to plan cost, availability, systems, expansion capabilities, and tie-in with the NC, as well as for use in computer graphics and electronic circuit design. These systems would run as high as \$40,000 for two stations that are microcomputer based. However, this cost may be reduced considerably if we could convert the NEC microcomputers in the DP lab and move them to drafting. Here we would look at the two color systems, add a card, buy the software, plotter/printer, and digital pads. This of course would require replacing these units in the lab with new updated microprocessors.

This program expansion has taken a great deal of time and discussion. Jerry Frana has been mainly responsible for the NC and robotics work and Chuck Oster and Al Pfeifer for the CAD/CAM system. These individuals should be complimented for the time and effort they have put in on this expansion as well as for the time that is yet to be required. Also, as the programs are put in place, evaluation and upgrading will be a constant factor.

EHW/lm

For Board Meeting
of December 19, 1983

Agenda Item F-1

PERSONNEL RESIGNATION

Wath Symoun has submitted his resignation to accept a position with the Indo-China Refugee Action Center in Washington, D.C.

He has served as Director of our Indo-Chinese Project for the last three years.

RECOMMENDATION: It is recommended that the resignation of Wath Symoun be accepted with regret.


SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE December 13, 1983

RANDUM

Dr. Garner

John Sagmoe 

Enclosed is a letter of resignation from Wath Symoun,
Director of the Indochinese Project at Sauk Valley College.

Wath has been the "moving force" that developed and facilitated the Indochinese Grant for the past three years. His commitment, dedication, and extended hours of work have resulted in a quality program, an effective staff, and good results. This new position represents a significant advancement in his career, and I recommend his resignation be accepted with regret.

jmb

enclosure



Sauk Valley College

5 / 288-5511

R.R.5 DIXON, ILLINOIS 61021

December 12, 1983

Mr. John E. Sagmoe
Dean of Student Services
Sauk Valley College

Dear Mr. Sagmoe:

I would like to resign from my position as Director of the Indochinese Project effective December 31, 1983 to take a new job with the Indochina Refugee Action Center in Washington, D.C.. The decision to leave the program was a very difficult one. I feel that the past three years with Sauk Valley College has been the most rewarding endeavor in my career.

Sauk Valley College Indochinese Project has fulfilled its objectives of providing the needed assistance to the Refugees in this area, but I feel a lot more needs to be accomplished. I sincerely hope that the forthcoming year the project staff will have the same opportunity to continue to provide quality services and expertises to our Indochinese clients.

Thank you for the kindness and professional courtesies extended to me over the past years. It was a pleasure working with you. I wish you and your family happy holidays.

Respectfully,

Keith Symoun, Director
Indochinese Project

/s/klh

For Board Meeting
of December 19, 1983

Agenda Item G-1

AUTHORIZATION TO PROCEED ON
ENERGY MODIFICATION PROGRAM

Mr. Bill Peterson of Beling Consultants, Inc. will be at the meeting to report on the work to date on the energy modification study. He will give cost estimates and other data relative to a decision to proceed with the project.

This project has held high interest because of its potential to provide long-range energy savings as a compliment to our other austerity measures.

1984 CONSTRUCTION PROJECTS

for

**SAUK VALLEY
COLLEGE**

**Community College
District No. 506**

R.R. 5

Dixon, Illinois 61021

December 19, 1983

Beling Consultants

SAUK VALLEY COLLEGE

SUMMARY OF

1984 CONSTRUCTION PROJECTS

I. ENERGY GRANT PROJECTS WITH FEDERAL FUNDS

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>COST</u>	<u>PAYBACK</u>
ECM#5	Control of Domestic H.W. Pumps	\$ 500.00	1.4
ECM#6	Exhaust Fan Control	12,000.00	1.2
ECM#7	Discharge Air Reset of Reheat Systems	32,300.00	2.3
ECM#8	Energy Management System	15,400.00	2.5
ECM#16	New Stairwell Lighting	5,000.00	1.3
ECM#17	Corridor Lighting-Lower Level	4,000.00	2.5
ECM#20	Incandescent Lights on Night Lighting Circuit	<u>3,200.00</u>	1.4
Subtotal		72,400.00	
Construction Contingency		10,860.00	
Design/Construction Fees		<u>8,300.00</u>	
TOTAL COST FOR I PROJECTS		\$91,560.00	

II. ENERGY PROJECTS 100% COLLEGE FUNDS

ECM#13	Installation of Small Boiler	73,600.00	7.1
ECM#14	Window Retrofit Auto & Wood Shop	5,830.00	3.3
ECM#15	Cover Roll Door in Wood Shop	450.00	3.1
ECM#19	Incandescent Recessed Fixtures	15,000.00	5.2
ECM#21	Exterior Lighting-Entrances & Overhangs	8,500.00	2.8
ECM#22	New Lighting-Parking Lot	10,500.00	5.3
ECM#23	Retrofitting Existing Parking Lot Fixtures	<u>2,500.00</u>	2.0
Subtotal		116,380.00	
Construction Contingency		17,450.00	
Design/Construction Fees		<u>13,380.00</u>	
TOTAL COST FOR II PROJECTS		\$147,210.00	

III. GENERAL BUILDING MODIFICATIONS

A. Computer Area Air Conditioning System	\$40,000.00
B. New Shop Mezzanine	<u>8,500.00</u>
Subtotal	48,500.00
Construction Contingency	2,425.00
Design/Construction Fees	<u>5,000.00</u>
TOTAL COST FOR III	\$55,925.00

IV. CHILLER/BOILER SYSTEM MAINTENANCE

A. Eddy Current Analysis	5,790.00
B. Solution Pump Teardown	6,450.00
C. Cleaning Internal Surfaces	<u>11,367.00</u>
TOTAL COST FOR IV	\$23,607.00

I. ENERGY GRANT PROJECTS WITH FEDERAL FUNDS

ECM #5 - CONTROL OF DOMESTIC HOT WATER PUMPS

A. ECM CONSIDERATION:

The present domestic hot water circulating pumps run continuously. These pumps need only run during normal occupancy which would be 14-16 hours per day, five days per week with some operation possibly on weekends. The horsepower-hour consumption as well as heat loss through piping can be reduced by controlling these pumps by time clocks. Savings result from fewer hours of pump operation and a reduction in heat lost from the hot water circulated in the piping.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$500.00
2. Annual Energy Savings	\$346.00
3. Payback Period	1.4 Years

ECM #6 - EXHAUST FAN CONTROL

A. ECM CONSIDERATION:

Most exhaust fans throughout the building are controlled by switching them on and off at various breaker panels. Some fans presently have time clocks. Installing electronic, micro-processor type controllers (one at each exhaust fan breaker panel), these fans can be closely controlled to exactly correspond to actual occupancy.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$12,000.00
2. Annual Energy Savings	\$10,128.00
3. Payback Period	1.2 Years

ECM #7 - DISCHARGE AIR RESET OF REHEAT SYSTEMS

A. ECM CONSIDERATION:

All air handling units presently operate with a discharge air sensor controlling the discharge at a fixed temperature. This discharge temperature is set low enough to satisfy the maximum cooling requirement of the warmest zone. This means that most of the time all zones are reheating because the system is set up to handle "worst case" conditions. An alternate is to automatically reset the discharge air temperature based on outdoor air temperature. This method will greatly reduce the cooling requirement and the amount of reheating needed without affecting comfort.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$32,300.00
2. Annual Energy Savings	\$14,161.00
3. Payback Period	2.3 Years

ECM #8 - ENERGY MANAGEMENT SYSTEM

A. ECM CONSIDERATION:

The present Honeywell "Load Manager" which is controlling all air handling units, only provides "on-off" control and demand limiting. The system isn't working properly, and is out-moded by today's systems which provide additional energy management functions. These functions include a more sophisticated "start-stop" time of day program, a more flexible duty cycle program optimum start/stop of systems, and a demand limiting program with floating target capability and multiple priority levels.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$15,400.00
------------------------	-------------

- | | |
|--------------------------|-------------|
| 2. Annual Energy Savings | \$ 6,183.00 |
| 3. Payback Period | 2.5 Years |

ECM #16 - NEW STAIRWELL LIGHTING

A. ECM CONSIDERATION:

The present lighting system in the stairwells consists of a combination of wall mounted mercury vapor and incandescent fixtures. Replacing these fixtures with 28-watt wall mounted fluorescent fixtures would save 77,950 KWHR annually.

B. ECONOMIC ANALYSIS:

- | | |
|--------------------------|-------------|
| 1. Capital Cost of ECM | \$ 5,000.00 |
| 2. Annual Energy Savings | \$ 3,765.00 |
| 3. Payback Period | 1.3 Years |

ECM #17 - CORRIDOR LIGHTING - LOWER LEVEL

A. ECM CONSIDERATION:

The present lighting system in the corridor on lower level consists of wall-pac mercury vapor and incandescent fixtures. Replacing these fixtures with wall mounted 4" fluorescent fixtures would save 32,836 KWHR annually.

B. ECONOMIC ANALYSIS:

- | | |
|--------------------------|-------------|
| 1. Capital Cost of ECM | \$ 4,000.00 |
| 2. Annual Energy Savings | \$ 1,586.00 |
| 3. Payback Period | 2.5 Years |

ECM #20 - INCANDESCENT RECESSED CANS ON NIGHT CIRCUIT

A. ECM CONSIDERATION:

Portions of the night light or emergency lighting circuit have incandescent recessed cans. Converting these fixtures, which are

on 24 hours a day, to a hard wired circular fluorescent fixture would save 46,418 KWHR annually.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$ 3,200.00
2. Annual Energy Savings	\$ 2,242.00
3. Payback Period	1.4 Years

II. ENERGY PROJECTS 100% COLLEGE FUNDS

ECM #13 - INSTALLATION OF SMALL BOILER

A. ECM CONSIDERATION:

The present 600 HP boilers are operated on a rotating schedule, with only one used at a time even when beyond design conditions. During mild weather in the spring and fall, a boiler must operate at a fraction of it's capacity. When operating under these conditions, the system efficiency drops to an estimated average of 60%. Installing a 200 HP boiler to run during light loads will increase the average efficiency to 75%.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$ 64,000.00	
2. Annual Energy Savings	\$ 8,000.00	1981/1982 Fuel Cost
3. Payback Period	8.0 Years	

ECM #13 - UPDATE USING 1984 FUEL COST

1981/82 Gas Cost 34.46¢ per therm
Nov. 1983 Gas Cost 41¢ per therm

Figuring 10% escalation/year, by the end of 1984, gas will cost an estimated 45¢/therm.

Figuring installation before the end of 1984, a one year escalated capital cost (audit figured installation by end of '83) at 15% inflation would then be $\$64,000.00 \times 1.15 = \$73,600.00$.

Energy Savings Given in Report	\$8,000.00
Increased Fuel Cost 45/34.5	<u>x 1.304</u>
	\$10,432.00

New Payback $\frac{\$73,600}{10,432} = 7.1 \text{ Years}$

After 5 Years (Fuel Cost 66¢/therm)

66/34.5	\$8,000.00
	<u>x 1.91</u>
	\$15,280.00

Avg. Savings over 5 Years = \$12,856.00

ECM #14 - WINDOW RETROFIT - AUTO AND WOOD SHOPS

A. ECM CONSIDERATION:

The Auto Shop and the Wood Shop each have large exposures of single pane glass windows. When occupied, the lights are normally turned on regardless of the amount of natural light entering through the windows. Replace with insulating panel system (AITEC, Inc.).

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$ 5,830.00
2. Annual Energy Savings	\$ 1,750.00
3. Payback Period	3.3 Years

ECM #15 - COVER ROLL DOOR IN WOOD SHOP

A. ECM CONSIDERATION:

The Wood Shop has two large roll doors when only one is needed for the passing of wood and equipment. The doors are very inefficient as discussed in Retrofit #12. An economical alternative to replacement is to leave the door in place and construct a wood framed wall with 3-1/2" batt insulation and 1/2" drywall on the inside.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$ 450.00
2. Annual Energy Savings	\$ 145.00
3. Payback Period	3.1 Years

ECM #19 - INCANDESCENT RECESSED FIXTURES

A. ECM CONSIDERATION:

All recessed incandescent cans are presently lamped with a 75-watt ER30 bulb. Converting these fixtures to fluorescent using

a screw-in fluorescent conversion kit would save 39,751.5 KWHR annually.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$ 15,000.00
2. Annual Energy Savings	\$ 2,885.00
3. Payback Period	5.2 Years

ECM #21 - EXTERIOR LIGHTING - ENTRANCES AND OVERHANG

A. ECM CONSIDERATION:

The present exterior lighting of the building consists of recessed incandescent fixtures at all entrances and surface mounted incandescent fixtures in all overhangs. Retrofitting approximately 1/3 of these fixtures with a screw-in ballast and a 50-watt high pressure sodium fixture would save 42,195 KWHR annually.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$ 8,500.00
2. Annual Energy Savings	3,056.00
3. Payback Period	2.8 Years

ECM #22 - NEW LIGHTING - PARKING LOT

A. ECM CONSIDERATION:

The present parking lot and roadway lighting consists of pole mounted 400-watt mercury vapor fixtures. Replacing these fixtures with 30-400-watt high pressure sodium fixtures on various existing poles would save 27,598 KWHR annually.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$ 10,500.00
2. Annual Energy Savings	\$ 2,000.00
3. Payback Period	5.3 Years

ECM #23 - RETROFITTING EXISTING PARKING LOT FIXTURESA. ECM CONSIDERATION:

The present parking lot and roadway lighting consists of pole mounted 400-watt mercury vapor fixtures. Replacing all bulbs with a 325-watt metal halide bulb would save 17,060 KWHR annually.

B. ECONOMIC ANALYSIS:

1. Capital Cost of ECM	\$ 2,500.00
2. Annual Energy Savings	\$ 1,236.00
3. Payback Period	2 Years

III. GENERAL BUILDING MODIFICATIONS

A. COMPUTER AREA AIR CONDITIONING SYSTEM

The present environment in the data processing room is not adequate to maintain conditions favorable to the computer equipment.

Construct a partition wall around raised floor and either enlarge this floor area to the south or remove the wall of the office to the east of raised floor and expand into that area. This added raised floor space is necessary for the roughly 20 sq. ft. needed for the packaged system and for future expansion and addition of computer equipment. A ceiling would be required over this area also, with the light fixtures repositioned to fit the new ceiling.

Advantages: Smaller packaged system required (10 tons); physical modifications limited to demountable partitions, added raised flooring and new ceiling; modifications the central air system is minimal; lower operating cost.

Disadvantages: Some computer downtime may be necessary. Expansion capability possible, but more difficult.

ESTIMATED CAPITAL COST: \$40,000.00

B. NEW STRUCTURAL STEEL/CONCRETE MEZZANINE IN SHOP

ESTIMATED CAPITAL COST: \$ 8,500.00

IV. MAINTENANCE & CORRECTIVE WORK CHILLER/BOILER SYSTEM

CHILLER MAINTENANCE

OBSERVATION - An absorpition chiller is characteristically inefficient and requires considerable maintenance. The college staff does a good job, but because of the age of the equipment, additional major maintenance is required.

RECOMMENDATION - There are several maintenance guidelines suggested for the energy conservation of absorption chillers. These are as follows:

1. A high steam rate use (higher than manufacturer's rating) indicates inefficient operation due to some malfunction. An examination of operating records, as well as consulting the manufacturer's operating manual, can identify the source of the malfunction and indicate the remedy.
2. The single most common cause of excessive energy consumption is dirt of fouling at the heat exchanger surfaces. Dirty evaporators, condensers, absorbers or generators will decrease capacity and increase energy consumption.
3. Clean strainer and seal tank on a regular basis.
4. Lubricate flow valves on a regular basis.
5. Use leak detector to check for refrigerant leaks.
6. Inspect automatic purger frequently, and when mechanical purgers are used, change the oil in the pump at prescribed intervals.
7. Perform manual purging as frequently as necessary if chiller has no automatic purger.
8. Add heat transfer additive per manufacturer's instructions.

9. Add corrosion inhibitor per manufacturer's instructions.
10. Run performance tests seasonally.
11. Check steam trap on generator discharge frequently. Trap may be passing steam, not venting non-condesibles, or clogged, all of which cause inefficiency.
12. Inspect valve diaphragms and pump seals regularly, and replace per manufacturer's recommendations.
13. Refer to manufacturer's operating and maintenance manuals for specific operating recommendations and maintenance analysis.

ENERGY CONSERVATION OPPORTUNITY - Continue present consistence maintenance program, including Eddy Current testing, will help to provide the best efficiency possible and extend the life of the equipment.

A. Eddy Current Analysis 3 Units	\$ 5,790.00
B. Solution Pump Teardown 3 Units	\$ 6,450.00
C. Cleaning Internal Surfaces	<u>\$ 11,367.00</u>
TOTAL COST FOR IV	\$ 23,607.00

SAUK VALLEY COLLEGE

ALTERNATE - ENERGY MANAGEMENT SYSTEM

The energy management system proposed in the 1982 energy audit includes the control of two domestic hot water pumps, 17 air handling units, and most of the exhaust fans 1/3 HP and larger in the building.

The present Honeywell system is capable of starting and stopping the air handling units on a day/night basis and can also control pumps, read numerous critical temperatures, change air handling unit temperature setpoints, and signal alarms on loss of air or water flow.

A system that will achieve the energy savings as shown in the energy audit is a stand alone system that would operate independently from the Honeywell system.

An alternate system would involve the replacement of the present Honeywell system and incorporate all present and new functions in one system. It is unknown exactly what is operational and what is not on the present Honeywell system, or if the wiring and hardware is compatible with today's energy management systems and would have to be exactly determined. If this type of retrofit is possible, the result will be a system with greater potential in terms of energy savings, control, and ease of use by staff, while much more dependable than the present Honeywell system.

The proposed system (in the T.A. report) consists of approximately 70 "points" (number of monitoring and control items). The present system has approximately 180 "points". A combined system would have about 220 points, since there is some duplication involved when there are two independent systems.

The system, as proposed in the energy audit, can be done for the \$60,200.00 (Technical Assistance Report Items #5, 6, 7, & 8), but will mean operating both the new and present systems on a day-to-day basis.

The alternate system could probably be performed for around \$200,000.00, but would produce far greater energy savings (a probable 3 to 4 year payback). It would completely replace the present Honeywell system, and would be much more "user friendly".

For Board Meeting
of December 19, 1983

Agenda Item G-2

AUSTERITY ADJUSTMENTS FY84

As previously planned, the Board will consider our needed austerity adjustments in a systematic and sequential manner.

The first phase is to consider further adjustments in our current budget for FY 84. An outline of specific recommendations for adjustments will be presented at the meeting.

AUSTERITY ADJUSTMENTS FOR FY84

The following are recommended actions to further curtail and control spending for the balance of the FY 84 year.

First there are recommendations for Board action, followed by a listing of administrative actions already taken.

BOARD CONSIDERATION

1. Extend the Budget "Holds" of \$162,000 of expenditures identified earlier.
2. Put a freeze on hiring replacement personnel.
3. Close the Rock Falls Center and transfer staff to the campus.
4. Restrict the Spring LPN class to a maximum of 20 students.
5. Revoke the complimentary use of our facilities to outside groups, including educational institutions, unless we have a reciprocal exchange arrangement.
6. Restrict weekend use of the building where it's not already scheduled.
7. Limit in-service training to essentials needed for March 17th Symposium Day.
8. Close off portions of the east parking lot and remove lighting.
9. Cancel membership in the Association of Governing Boards.

ADMINISTRATIVE ACTIONS

1. Restrict out-of-district travel to meetings which are operationally justified or are an organizational commitment.
2. Further reduce lighting levels throughout the building.
3. Implement controlled access to building using doors with airlock features where practical.
4. Convert to a newsprint style college catalog.
5. Discontinue reception period after Commencements.
6. Raise the general minimum for class size to 12, subject to the Dean's discretion.
7. Encourage every manager of a budget account to consciously limit spending to clear essentials.
8. Combine the spring schedule for regular classes and community services into one publication.

	DECEMBER	JANUARY	FEBRUARY
<u>BOARD</u>	<u>Workshop (5th)</u> <ul style="list-style-type: none">● Referendum● FY 84 Adjustments (cuts and adds)● FY 85 Adjustments (cuts and adds)	<u>Meeting (19th)</u> <ul style="list-style-type: none">● FY 84 Adjustments <u>Meeting (9th)</u> <ul style="list-style-type: none">● FY 85 Adjustments (Phase One- Personnel) <u>Meeting (23rd)</u> <ul style="list-style-type: none">● FY 85 Adjustments (Phase Two- Tuition, Fees, etc.)	<u>Meeting (27th)</u> <ul style="list-style-type: none">● FY 85 Adjustments (Phase Three)
<u>ADMINISTRATION</u>	<u>Administrative Council (7th)</u> <ul style="list-style-type: none">● FY 84 Adjustments	<u>Consultation Individual Administrators (8 thru 22)</u> <ul style="list-style-type: none">● FY 85 Adjustments <u>Adm. Council (4th)</u>	
<u>FACULTY/STAFF</u>	<ul style="list-style-type: none">● Individual input questionnaires (1-5)● Open Groups (5-6)● Departmental Meetings (8-9)	<ul style="list-style-type: none">● Dept. Responses (8-22)● Consultation Individual Faculty (12th) <u>General Session (13th)</u> <ul style="list-style-type: none">● Outline comprehensive in-depth Program/Plan for the year ahead	

UK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 28, 1983

MEMORANDUM

Dr. Garner

Don Foster *DF*

Options on Closing Down the Adult Learning Center in Rock Falls

Enclosed are three options for closing the Rock Falls Center for the latter half of the current school year along with a proposal to close it down for all of 1984-85. The estimated cost savings for each option are also provided along with an assessment of the probable impact on the program and the students served.

My recommendation is to adopt Plan B for Spring 1984 (realize the projected cost saving of \$5,340.00) and then close the Center for all of 1984-85 for a cost saving of \$17,024.

We should move on this matter as soon as possible in order to give adequate notice to the owner of the building and to the staff involved.

DF/js

Enclosure

UK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE November 22, 1983

NDUM.

Don roster

Mike Seguin *ms*

Projected Savings Accrued by Closing the Adult Learning Center

The projected savings provided below are somewhat conservative estimates of the savings we can accure by closing the Adult Learning Center this December or this June. I called ICCB about this last week and the secretary I talked with relayed my question to Dr. Pierce. His response was that we could close the Center though he thought we might become involved in political difficulty in the community. I don't believe he understands the impact we are trying to make.

Projected Savings - Spring 84 - Plan A

Rent - January through June	
\$350 per month x 6 months	\$2,100.00
Utilities - City of Rock Falls	
Water/Sewer/Electricity	
\$35 per month (average) x 6 months	210.00
Telephone	
\$55 per month (average) x 6 months	<u>330.00</u>
Total Savings	<u>\$2,640.00</u>

Plan A includes maintaining Judy Howard, who is on contract, and Phyllis Barnes on the payroll. Phyllis is a key person because she is most familiar with adult ed reports. Under Plan A Judy Howard would be assigned to teach adult ed courses on the main campus that are currently scheduled for the Adult Learning Center. Since she was being paid with ICCB funds, we would not collect tuition reimbursement on these students which would be alright since the reimbursement is \$4.00 per credit hour. We would make more money this way. It appears that most of the students at the Adult Learning Center arrive by automobile and thus we may be able to assume that two-thirds of them would drive to the main campus.

Projected Savings - Spring 1984 - Plan B

Rent - January through June	
\$350 per month x 6 months	\$2,100.00
Utilities - City of Rock Falls	
Water/Sewer/Electricity	
\$35 per month (average) x 6 months	210.00
Telephone -	
\$55 per month (average) x 6 months	330.00
Phyllis Barnes	
\$450 per month salary x 6 months	<u>2,700.00</u>
Total Savings	<u>\$5,340.00</u>

Plan B includes laying off Phyllis Barnes and assigning Judy Howard to a combination of teaching Adult Learning Center courses transferred to the main campus and assuming clerical responsibilities. As in the case of Plan A, we would not seek to collect reimbursement from the ICCB for courses taught by Ms. Howard. The disadvantage of following Plan B is that there is no assurance that we could hire Ms. Barnes back next year. Assigning collection and assembly of attendance data to her is more efficient because of her knowledge and ability and more economical because of her rate of pay than assigning a coordinator, such as Doris Cox, to this task. If Doris were assigned this responsibility she would need more released time.

Projected Savings - Spring 1984 - Plan C

(Close in April after registering students in such fashion that we would deliver the instructional services for which they registered.)

Rent - April through June	
\$350 per month x 3 months	\$1,050.00
Utilities - City of Rock Falls	
Water/Sewer/Electricity	
\$35 per month (average) x 4 months	140.00
Telephone	
\$55 per month (average) x 4 months	<u>220.00</u>
Total Savings	<u>\$1,410.00</u>

The advantages of Plan C are that students' education would be less interrupted and the closing may be more dramatic if it were announced in March rather than during the holiday season. As I recall, after the state basketball tournament is over March is a rather slow month for local news. This plan should be considered in terms of a March referendum. It would also provide employment for the Adult Learning Center which has been effective and loyal.

Projected Savings 1984-85

Rent	\$ 4,200.00
Utilities and Telephone	1,150.00
Administrative Salary	<u>11,674.00</u>
Total Savings	<u>\$17,024.00</u>

The projected savings for 1984-85 assumes that rent, utilities, and salaries remain the same. Since this is unlikely, the projections are conservative. This projection assumes maintaining the clerical position currently held by Phyllis Barnes.

RECOMMENDATION: I favor Plan C, followed by Plan B, with Plan A as a last resort for actions to take effective this year. Obviously, the big savings will come next year.

MS/js

The attached is a formal communication from the staff and students at the Rock Falls Center objecting to the proposed closing of the Rock Falls Center.

Sauk Valley College
ADULT LEARNING CENTER

~~203 XXXXXXXXXXXX~~
~~203 1/2 First Avenue~~

Tel. 625-8120

Rock Falls, IL 61071

119 W. 2nd Street

December 13, 1983

Dr. H. Garner
Sauk Valley College
RR #5
Dixon, IL 61021

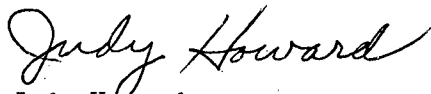
Dear Dr. Garner:

On behalf of the Adult Learning Center staff and myself, I am requesting that you present the attached position paper to the members of the Board.

I was informed of the administration's intention late Friday afternoon. This only gave me two working days to prepare a position paper by Wednesday when the packets were scheduled to be mailed to the Board members.

I would appreciate your relaying the attached materials to the Board for their consideration.

Sincerely yours,



Judy Howard
Coordinator

cc; Don Foster
Mike Seguin

Date: December 13, 1983
To: Board of Directors
From: Judy Howard
Subject: Proposed closing of Adult Learning Center

I have been informed that the administration plans to recommend the immediate closing of the Adult Learning Center in Rock Falls. According to a memo of December 5, 1983, from Don Foster to Dr. Garner there were to be 4 criteria used to review programs. These were enrollment, community need, cost and, finally, contract concerns.

I believe that if the Adult Learning Center is reviewed on these criteria it will fare well. The Center's classes have steady enrollment; last fall was an exceptionally busy semester. The '82-'83 school year resulted in 151 GED graduates from the Center. During the fall semester we have generated 255 credit hours and graduated 45 students.

There is a pressing need within the Sterling-Rock Falls community as well as in the outlying area of Whiteside County for the Center's services. Many of our students are on public aid and, without some education, will never be able to get off this aid. Whiteside County has much higher unemployment than Lee County. The people of this area look to us as the first step toward re-training. Many need a GED to get a job. Others need to improve basic reading and math skills to be able to successfully complete a vocational training program.

Thirdly, there is the cost factor. The Center is extremely low cost. It is staffed entirely with part-time employees. There are no full-time salaries, no benefit expenses. The high productivity of the Center can be purchased for approximately the expense of one full-time person plus his benefits. It has been estimated that closing the Center immediately would save approximately \$5,000.

Last in the list of criteria was contract concerns. The staff of the Center is as dedicated and productive as any full-time instructor. Many of our teachers have Master's Degrees and are very experienced teachers.

In addition to these criteria the Board should consider the hardship an immediate closing would put upon our students. The majority are either on public aid, unemployment or already travel quite a distance from such towns as Prophetstown, Tampico and Morrison. Students have indicated they simply don't have the financial resources to bear transportation costs to attend classes at the college. Some students are walking to class or riding bicycles even in this cold weather.

We have pre-registered students for 75 credit hours for the Spring Semester. This represents an income of over \$2,000 for the College. Our experience shows that this revenue will double by the end of the term. Cancellation of these classes would result in a loss of most, if not all, of this income. Therefore any savings accrued by closing the Center now would be offset by losing the aforementioned revenue.

The Center has always made a contribution to Sauk Valley College. A survey is in progress to determine the numbers of students who have gone on to attend other classes at the College. One case in particular comes to mind. One of our GED graduates is now an instructor at Sauk Valley College.

In conclusion, I am respectfully requesting that the Board allow the Center to remain open for the Spring '84 semester. I don't believe the questionable monetary savings can offset the upset, hardship and suffering that will be incurred by the students and staff of the Adult Learning Center.

We, the undersigned, are students of the Adult Learning Center. We ask that the Board seriously consider allowing the Center to remain open at least until May. Closing the Center on such notice would create a hardship on us, especially during winter weather.

John Goins	Donna Nicewander
Pat Pado	Arlene Thurmond
Frank Martinez	Mindy Newman
Arthur Rock	Kim Pester
David L. Seidel	David Dull
Joe L. Lovinski	Melvin Eads
John Hubbard	Carl D. Farrington
Mia Quintana	Judith A. Pippy
Alonzo Upchurch Jr.	Bill G. Matthews
Raymond Morris	Rhonda Lindsey
Ken Dicks	Matilda S. Chavez
Janne Thompson	Martha M. Collins
Barbara Linboom	Marialla Hernandez
Jackie M. Leal	Tracy Morris
Angie Flynn	Martiza y. Gaudin
Wendy Barber	Lorena Ayala
Jeff Gimenez	Dave Beckman
	Kay Bryant
	Tom Rejnowski

LAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 20, 1983

MEMORANDUM

Judy Howard, Doris Cox, Phyllis Barnes and Frank Pintozzi

Don Foster

Appreciation for GED Awards Ceremony

Just a note to express my appreciation for the excellent job of preparing for the annual GED Awards Ceremony. This program was well organized and served as a meaningful event for the students who have earned the GED diploma.

Each year as I attend this ceremony I conclude that there is more excitement and appreciation expressed by these students upon receiving their GED diploma than is the case with any of our other graduations.

The high quality of this program is due to the first rate professional efforts of you folks.

DF/js

cc Dr. Garner
Mike Seguin

For Board Meeting
of December 19, 1983

Agenda Item G-3

POLICY REVISION-SECOND READING

The attached policies were submitted for first reading at the November Board meeting. Since then Attorney Pace has suggested certain editorial changes and rearrangements. We have underlined his changes.

Please note the expansion of 203.01, and substantial recasting of 401.01. Policies 405.01 and 410.01 contain lesser revisions.

The Board should consider final adoption of these policies as revised.

RECOMMENDATION: It is recommended that the attached policies be approved as presented.

401.01 Personnel Classifications and Definitions

A. DEFINITIONS

The following definitions shall apply to personnel employed at the College:

1. Contractual Employee

This term refers to employees hired by the Board of Trustees for a specified period of time to carry out the objectives of the special projects funded in whole or in part by an external agency for a specific and restricted purpose without obligation on the part of the College of expectation that the College will continue employment beyond the terms of the contract. These employees shall be entitled to salaries and benefits as specified by the Board of Trustees.

If the Board or the external agency shall determine that it is necessary to discontinue a project or program, written notice of termination of employment shall be given to all affected employees. Such termination shall be effective at the close of the project or program as determined by the Board of Trustees.

2. Full-time and Part-time Employees

Full-time:

Full-time employees are those who work a full 40 hour work week in the case of classified personnel or a full load as defined by a given administrative, instructional or para-professional position.

Part-time:

Persons working less than a full workload as outlined in a written work agreement are considered part-time. Faculty who teach less than six credit hours shall be considered part-time for purposes of 401.01 (B)(3).

3. Permanent Employee

A full-time or part-time employee who works on a continuing basis through the academic or calendar year.

4. Temporary (short-term) Employee

An employee appointed for a short period of time and may be terminated at any time. Temporary appointments are for periods of less than one year.

5. Term Employee

A term employee is appointed for a specific period of time, normally for one year. Such appointments automatically expire at the end of the agreed term.

6. Tenured Employee

A tenured employee is one who has been granted a continued contractual appointment to a professional position of employment at Sauk Valley College. Tenure applies to all full-time instructional faculty members employed by the institution as provided by the tenure provision of the Illinois Public Community College Act (Article IIIB) and is not related to a specific

position. However, any instructional faculty member having the status of tenure whose position is changed must be classified and paid for his/her new position at not less than the highest level of classification commensurate with his/her academic credentials and experience.

B. For purposes of the Illinois Collective Bargaining Act, the following definitions shall apply:

1. Confidential Employee

Any employee who, a) in the regular course of his/her duties assists, and acts in a confidential capacity to persons who formulate, determine, and effectuate management policies with regard to labor relations or who, b) in the regular course of his/her duties has access to information relating to the effectuation or review of the employer's collective bargaining policies.

2. Managerial Employee

An individual who is engaged predominantly in executive and management functions and is charged with the responsibility of directing and effectuation of such management policies and practices.

3. Part-time Employee

Part-time academic employees shall be defined as those employees who provide less than 6 credit hours of instruction per academic semester.

4. Professional Employee

An employee engaged in work a) predominantly intellectual and varied in character as opposed to routine, mental, manual, mechanical, or physical; b) involving consistent exercise of discretion and judgment in its performance; c) of such a character that the output produced or the result accomplished, cannot be standardized in relation to a given period of time; and d) requiring knowledge of an advanced type in a field of science or learning customarily acquired by a prolonged course of specialized intellectual instruction and study.

5. Temporary (short-term) Employee

An employee appointed for a short period of time and may be terminated at any time. Temporary appointments are for periods of less than one year.

C. CLASSIFICATIONS

The College staff is made up of the following personnel classifications or categories:

1. Administrative Personnel

Administrators are 12 month full-time professional staff members whose primary duties are managerial and supervisory in nature.

Administrators are managerial and confidential employees pursuant to Section 401.01(B)(1)(2).
Duties are those described, inter alia, in policy 203.01.

2. Classified Personnel

Classified personnel include all clerical and maintenance personnel. Some classified personnel are confidential employees as defined by 401.01 (B)(1).

3. Instructional Faculty

All staff members whose primary duties are instructional and instructional support.

Such persons are professional employees as defined in 401.01 (b) (4).

4. Para-professional Personnel

Para-professional personnel are those who work under the supervision of a professional staff member or an administrator. Such persons may be a confidential employee, depending upon the responsibility of the position.

404.01 Appointment of College Staff

- A) Administrative staff and instructional faculty shall be appointed by the President subject to the approval of the Board of Trustees.
- B) Classified staff shall be interviewed and recommended for appointment by their appropriate supervisors. Salary recommendations shall be reviewed by the Dean of Business Services and all classified staff appointments shall be subject to the approval of the President.
- C) All appointments shall be within prescribed budgetary provisions and in accordance with classifications, wage rates and schedules approved by the Board of Trustees. Exceptions to the above shall require specific Board action.

405.01 Appointment of Instructional and Administrative
Personnel

Normally, instructional and administrative personnel shall initially be appointed for no longer than one year. Such appointments must be reviewed annually.

Eligibility for tenure for instructional faculty is based upon completion of three years of full-time professional service at SVC. Administrators are not eligible for tenure.

Service started prior to January 1, will count as a full year; service started subsequent to January 1 will not count toward tenure.

Notice of Non-reappointment

For instructional faculty not on tenure, if the employee is not to be re-employed at the end of the employee's contract, the employee shall be given written notice not later than March 1 of the contract year. Non-reemployment of administrative personnel is as defined in the policy pertaining to contract continuation for administrative personnel.

406.01 Tenure Definition

Tenure is hereby defined as the continued contractual appointment to a professional position of employment at Sauk Valley College. Tenure applies to all full-time instructional faculty members employed by the institution though the status of tenure is not related to a specific position. However, any instructional faculty member having the status of tenure whose position is changed must be classified and paid for his new position at not less than the highest level of classification commensurate with his academic credentials and experience.

2-12-79

*Reassigned to
new policy 401.01*

408.01 Performance and Compensation of Administrative Personnel

- A) Each member of the Administrative staff shall have a job description which is reviewed, and if necessary, up-dated each year.
- B) Each Administrator shall be evaluated each year by his immediate supervisor and/or the President. Such evaluation shall include, but shall not be limited to, job performance as related to the job descriptions, and the accomplishment of mutually agreed upon performance objectives, and the overall objectives of the College.
- C) Annual salary recommendations for each Administrator shall be made by the President to the Board and shall be based upon the annual evaluation.

409.01 Contract Continuation

Administrators shall be appointed for one-year terms. After three years of employment by the College on successive one-year contracts, such administrators shall be eligible for a rolling two-year contract. "Rolling two-year contract" means that the employee shall have a two-year term of employment, which is nonetheless renewable annually. Annual renewal shall be by April 1st each year and shall be based upon the annual evaluation, recommendations by the President, other relevant considerations and Board approval. In the event of non-renewal, the contract of employment shall automatically terminate at the end of the two year term.

Anything in the foregoing notwithstanding the employment of an administrator on contract continuation may be terminated prior to the end of the term of the contract under the following circumstances:

- 1) Dismissal for cause as defined in these policies.
- 2) Economic or program retrenchment.

This policy shall not apply to the President who shall have a separate contract with the College.

410.01 Transitional Policy Relating to Tenure for
 Administrative Positions

Effective February 12, 1979, no type of tenure shall apply to any administrative position in the College. Contractual continuation policy 409.01 shall apply to administrative personnel, but not to instructional faculty members. As to individual administrators who have previously been awarded the status of tenure, the provisions relating to contractual continuation shall not apply unless such administrative staff member chooses to waive rights under tenure and accept a contract under the terms of contractual continuation. Individual administrators who have been awarded the status of tenure and who do not choose to enter into an agreement relating to contractual continuation may be removed from their administrative positions under the following circumstances:

1. Dismissal for cause as defined in these policies.
2. Reassignment by the President, subject to the Board's approval.
3. A request by the Administrator to fill an instructional opening for which the Administrator is qualified, subject, however, to Presidential recommendation and Board approval of an assignment. In the absence of a Presidential recommendation and Board approval, the Administrator shall remain in the position and discharge his responsibilities.
4. Resignation.
5. Retrenchment.
6. Retirement.

202.01 Administrative Staff Rules and Work Regulations

The Board of Sauk Valley recognizes the responsibility of the administrative staff to establish rules and regulations governing the administration of the College and directs that the administration will maintain and issue written administrative rules and procedures for the general and specific administration of the institution.

All rules and regulations shall be placed in appropriate handbooks, and shall be reviewed annually.

These rules and regulations shall not be in conflict with Board policies and I.C.C.B. regulations.

203.01 Duties and Responsibilities of Administrative
 and Confidential Personnel

Administrators of the College are expected to responsibly administer the areas under their management and supervision in accordance with the policies and regulations set forth by the Board of Trustees and as designated by The Illinois Public Community College Act. Within the limits of their authority, they shall demonstrate initiative and good judgment and, in full cooperation with other administrators and faculty, provide leadership in helping to create effective conditions for the fulfillment of the College's mission.

A. Duties of President

- 1) The President shall be engaged in executive management functions and is charged with the responsibility of directing and effectuating Board of Trustees policies and practices.
- 2) The President shall in the regular course of his duties assist and act in a confidential capacity to persons, including the Board of Trustees, who formulate, determine; and effectuate management policies with regard to labor relations, and shall in the regular course of his duties have access to information relating to the effectuation or review of employees' collective bargaining policies.
- 3) The President shall have the authority to recommend to the Board of Trustees to hire, transfer, suspend, reward or discipline employees and to recommend action concerning grievances of employees.
- 4) The above duties are in addition to the duties listed in Policy 204.01.

B. Duties of the Deans and Assistant Deans:

- 1) Deans and Assistant Deans shall in the regular course of her or his duties assist and act in a confidential capacity to persons, including the Board of Trustees and the President, in formulating, determining, and effectuating management policies with regard to labor relations, and toward this end shall have access to information relating to the effectuation or review of all collective bargaining policies.
- 2) A Dean or Assistant Dean shall be engaged in executive management functions and is charged with the responsibility of directing and effectuating Board of Trustees policies and practices.

C. College Treasurer

The Treasurer shall in the regular course of his/her duties have access to information relating to the effectuation or review of employer's collective bargaining policies.

D. Job Description and Duties of the College Bookkeeper

The Bookkeeper shall have in the regular course of his/her duties access to information relating to the effectuation or review of the employer's collective bargaining policies.

E. Job Description and Duties of the Office Secretary,
Secretary to the President, Deans and Assistant Deans

The Secretary shall have in the regular course of his/her duties access to information relating to the effectuation or review of the employer's collective bargaining policies.

BILLS PAYABLE

DECEMBER 19, 1983

EDUCATIONAL FUND

3-541.02	VOID CHECK #2769 written November		\$ - 96.00
0-550	VOID CHECK #2662 written November		- 274.80
3-514-02	NACHUSA LUTHERAN HOME	Comm. Serv. Instr. 2774	134.08
0-550	ONLY HYATT REGENCY CAPITOL HILL	Reservation-Shapton 2775	250.50
0-550	KAREN SHAPTON	Travel Advance 2776	100.00
	SVC PAYROLL FUND	11-30-83 Payroll 2777	142,086.81
8-550	JUDITH BURNHAM	Replace lost check #2592 2778	131.98
8-550	VOID CHECK #2592 - lost		-131.98
			<u>\$142,200.59</u>

541.02	ACE HARDWARE	SUPPLIES	2,779	1.24
542.00	MULTIGRAPHICS	SUPPLIES	2,780	403.20
541.01	ASSOCIATED BOOK PUBL	SUPPLIES	2,781	134.46
550.00	JO ANN BABEL	TRAVEL	2,782	5.20
545.00	BAKER & TAYLOR CO	BOOKS	2,783	1,417.15
541.02	BARNELL LOFT LTD	SUPPLIES	2,784	15.52
541.02	BRODHEAD GARRETT CO	SUPPLIES	2,785	69.09
533.00	BURROUGHS CORPORATION	MAINT AGRMT	2,786	118.10
575.00	CENTRAL TELEPHONE CO	SERVICE	2,787	2,845.82
575.00	CENTRAL TELEPHONE CO	LOOP	2,788	272.36
541.03	CHANNELS OF COMMUNICATIONS	SUPPLIES	2,789	15.00
541.03	GRAINS ILLINOIS BUSINESS	SUBSCR	2,790	10.00
547.00	CROWN PRINTING CO	BUS. CARDS	2,791	103.60
547.00	RICHARD CULLOM	PUB RELA	2,792	42.00
547.00	THE DAILY GAZETTE	AD	2,793	3.00
541.02	DIESEE INJECTION SERVICE	SUPPLIES	2,794	249.55
541.02	DIESEL PROGRESS	SUBSCR	2,795	35.00
541.02	BOB DIETZ PAINT STORE	SUPPLIES	2,796	11.30
533.00	DIXON FAMILY YMCA	POOL RENTAL	2,797	320.00
550.00	SUSAN DIXON	TRAVEL	2,798	91.80
541.02	DOALL ROCKFORD CO	SUPPLIES	2,799	237.99
550.00	ROBERT EDISON	TRAVEL	2,800	132.56
550.00	EMERALD HILL	BOARD DINNER	2,801	84.00
541.02	FISHER SCIENTIFIC	SUPPLIES	2,802	30.78
550.00	SANDRA FRITZ	TRAVEL	2,803	11.94
550.00	DONALD FOSTER	TRAVEL	2,804	26.68
541.01	GP TECHNOLOGIES INC	SUPPLIES	2,805	34.95
545.00	GALE RESEARCH CO	BOOKS	2,806	77.55
550.00	HAL GARNER	TRAVEL 124.06		
559.00	X X	EXPENSES 300.00	2,807	424.06

0,550.00	RALPH GELANDER	TRAVEL	2,808	49.40
2,533.00	VINCENT E GILBERT	PIANO TUNING	2,809	35.00
3,550.00	LEONA GROSSMAN	TRAVEL	2,810	23.80
0,545.00	GURLER HERITAGE ASSN	BOOKS	2,811	7.10
0,533.00	HANSVEDT INDUSTRIES INC	REPAIRS	2,812	333.00
4,541.01	HARPER & ROW PUBL	SUPPLIES	2,813	10.36
0,541.02	HELDREF PUBLICATIONS	SUPPLIES	2,814	28.00
0,541.03	HIGHSMITH CO	SUPPLIES 23.70		
0,544.01	X X	365.22	2,815	388.92
0,541.03	HIGH TECHNOLOGY	SUBSCR	2,816	15.00
0,550.00	HOLIDAY INN SPRINGFIELD EAST	TRAVEL-THOMAS	2,817	90.18
3,550.00	RICHARD HOLTAM	TRAVEL	2,818	351.09
0,541.02	DIXON HOME LUMBER CO	SUPPLIES	2,819	384.37
0,547.00	HUB PRINTING CO	PUB RELA	2,820	1,223.75
0,537.00	I B M CORP	SERVICE 46.80		
0,537.00	X X	174.30		
0,562.00	X X	EQUIP RENTAL 394.50	2,821	615.60
0,550.00	I C C T A	MEETING-25.00		
0,549.00	X X	SUPPLIES 22.00		
0,550.00	X X	25.00	2,822	72.00
0,575.00	ILL BELL TELEPHONE CO	SERVICE	2,823	184.80
0,547.00	ILLINOIS DECISION	PUB RELA	2,824	40.00
0,541.02	INDUSTRIAL TRAINING INC	SUPPLIES 250.00		
0,545.00	X X	BOOKS 226.90	2,825	476.90
0,549.00	JOSTENS	DIPLOMAS	2,826	2.29
1,541.02	K S B HOSPITAL	SUPPLIES 26.05		
4,541.02	X X	26.05	2,827	52.10
0,541.02	KABACO TOOLS INC	SUPPLIES	2,828	5.50
0,541.02	KENT MOORE TOOL DIV	SUPPLIES 511.63		
0,585.01	X X	EQUIP 668.14	2,829	1,179.77
0,541.01	KIPLINGER WASHINGTON LETTER	SUBSCR	2,830	48.00
0,533.00	KLAUS RADIO INC	REPAIRS	2,831	119.70
0,550.00	CAROL LINTON	TRAVEL	2,832	29.00
0,545.00	MACMILLAN PUBL CO	BOOKS	2,833	246.00
0,544.01	MARKETPLACE LABELS	SUPPLIES	2,834	66.07
0,541.01	MARKET SCOP DATA PRODUCTS	SUPPLIES	2,835	150.34
0,550.00	RONALD MARLIER	TRAVEL	2,836	16.20
0,541.02	MEANS SERVICES	SUPPLIES	2,837	11.68
0,550.00	LINDA MILLER	TRAVEL	2,838	27.60
5,533.00	ED MUELLER A V	SERVICE 27.45		
0,533.00	X X	62.50		
0,544.01	X X	174.28	2,839	264.23
0,562.00	N C R CORP	EQUIP RENTAL	2,840	6,974.51
0,533.00	NATL COMPUTER SYSTEMS	SERVICE 181.00		
0,541.01	X X	SUPPLIES 232.56	2,841	413.56
0,541.01	NATIONAL DATA PRODUCTS	SUPPLIES	2,842	116.16
0,547.00	NATIONAL RESEARCH BUREAU	SUPPLIES	2,843	265.37
0,533.00	NATIONWIDE ENGINEERING & CONTROL	REPAIRS	2,844	227.94
0,545.00	NICKELODEON	RECORDS	2,845	155.20
0,571.00	NORTHERN ILL GAS	SERVICE	2,846	5,566.89
6,541.02	NORTHERN ILL UNIV	SUPPLIES	2,847	8.55

0,542.00	NORTHLAND PAPER CO	SUPPLIES	2,848	571.86
0,541.02	ORTHO DIAG. SYSTEMS INC	SUPPLIES	2,849	60.60
0,550.00	FRANK PALUMBO	TRAVEL	2,850	48.90
0,541.02	J W PEPPER OF DETROIT	SUPPLIES	2,851	26.08
0,550.00	ALAN PFEIFER	TRAVEL	2,852	5.00
0,547.00	PHOTOGRAPHY BY T L DOTY	PUB RELA	2,853	81.00
0,541.02	PRACTICAL PUBLICATIONS	SUPPLIES	2,854	16.75
0,544.01	PRATT AUDIO VISUAL & VIDEO	SUPPLIES	2,855	108.00
0,533.00	P & W SUPPLY CO	REPAIRS 41.90		
0,541.02	X X	SUPPLIES 26.55	2,856	68.45
0,544.01	RADIO SHACK	SUPPLIES	2,857	24.89
0,547.00	ROCHELLE NEWSPAPERS	PUB RELA	2,858	9.00
0,541.01	VOID CHECK		2,859	.00
0,541.02	STERLING BUSINESS MACHINES	SUPPLIES 62.97		
0,541.02	X	62.98		
0,541.01	X X	11.30		
0,541.01	X X	20.96		
0,541.01	X X	8.00	2,860	166.21
0,550.00	JOHN SAGMOE	TRAVEL	2,861	165.31
0,541.02	SAMS DRIVE IN FABRIC CARE CENTER	SUPPLIES	2,862	44.80
0,541.02	SARGENT WELCH SCIENTIFIC	SUPPLIES	2,863	19.39
0,545.00	SCRIBNER BOOK COMPANIES INC	BOOKS	2,864	63.00
0,550.00	MICHAEL SEGUIN	TRAVEL	2,865	79.60
0,550.00	SERVOMATION CORP	MEETING	2,866	85.00
0,547.00	B F SHAW PRINTING CO	AD	2,867	4.50
0,533.00	SHERATON INN SPRINGFIELD	MEETING-MCLEAN	2,868	97.20
0,550.00	STAN SHIPPERT	TRAVEL	2,869	143.10
0,544.01	SITLERS SUPPLIES	SUPPLIES	2,870	385.36
0,533.00	S J SMITH WELDING SUPPLY	REPAIRS 103.90	2,871	433.52
0,541.02	X X	SUPPLIES 329.62	2,872	.00
0,541.02	SNAP ON TOOLS CORP	SUPPLIES	2,873	44.81
0,538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	2,874	7,264.08
0,550.00	ROBERT THOMAS	TRAVEL	2,875	99.60
0,585.01	TOOLCOM COMPUTER	EQUIPMENT	2,876	4,810.00
0,541.01	UARCO INC	SUPPLIES	2,877	377.77
0,533.00	VIDEO MIDWEST INC	REPAIRS	2,878	320.56
0,547.00	W I X N	PUB RELA	2,879	51.00
0,547.00	W J V M	PUB RELA	2,880	60.00
0,550.00	CHARLES WEST	TRAVEL	2,881	135.46
0,541.01	XEROX CORPORATION	SUPPLIES	2,882	555.35
	SVC IMPREST FUND	MISC EXPENSES	2,883	975.30
0,541.02	SVC PETTY CASH	SUPPLIES	2,884	2.53
0,521.00	PRUDENTIAL	JAN PREMIUM	2,885	22,903.61

67,867.43

CKS. # 2774 - 2778 and void checks

142,200.59

TOTAL EDUCATIONAL FUND FOR DECEMBER

\$210,008.02

BOND AND INTEREST #1

00-563	AMERICAN NATIONAL BANK & TRUST CO.	Bond payment - 250,000.00	
00-564	" " " " "	Interest - 13,875.00	
00-569	" " " " "	Fees - 130.00	102 <u>\$264,005.00</u>
TOTAL BOND & INTEREST #1 for December			\$264,005.00

INSURANCE FUND

00-531	LINDGREN, CALLIHAN, WEAVER & VAN OSDOL	Audit	110 <u>\$ 8,500.00</u>
TOTAL INSURANCE FUND FOR DECEMBER			\$ 8,500.00

BUILDING FUND

0.550.00	GLADYS GUNTLE	TRAVEL	112	8.40
0.541.04	KRADLES	SUPPLIES	113	89.28
0.541.04	LEE F S	SUPPLIES	114	664.22
0.533.00	DAVID MAYES	SEWAGE TESTING	115	190.00
0.533.00	MONTGOMERY ELEVATOR CO	MAINTENANCE	116	469.96
0.541.04	MORGAN SERVICES	SUPPLIES	117	48.98
0.541.04	J D MOTT INC	SUPPLIES	118	40.00
0.541.04	MOTT BROS CO	SUPPLIES	119	125.10
0.533.00	ROCK RIVER GLASS	REPAIRS	120	102.42
0.533.00	ROCK VALLEY DISPOSAL	SERVICE	121	82.80
0.541.04	SVC EDUCATIONAL FUND	SUPPLIES	122	55.95
0.533.00	TULLYS AUTO REPAIR	REPAIRS	123	71.72
	SVC IMPREST FUND	MISC EXPENSES	124	12.00

TOTAL BUILDING FUND FOR DECEMBER				1,960.83
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PREST FUND

00-541.03	Dixon Evening Telegraph	Subscription	6673	\$ 39.00
00-533	Modern Shoe Shop	Repairs	6674	12.00
00-544.02	Postmaster	Bus. Reply Acct.	6675	100.00
00-544.02	United Parcel Service	Service	6676	10.74
13-533	Dorothea Rahn	Comm. Serv. Clerical	6677	40.00
13-533	Nancy Thielen	" " "	6678	40.00
13-533	Melvin Swanlund	" " "	6679	40.00
13-533	Michael Heckman	" " "	6680	40.00
13-533	Barbara Ballew	" " "	6681	40.00
13-533	Patricia Wiersema	" " "	6682	40.00
13-533	Susan Vance	" " "	6683	40.00
13-533	Kim Kennay	" " "	6684	40.00
13-533	Dale Hall	" " "	6685	40.00
00-550	Duane Kessler	Conf. Reg.	6686	75.00
00-544.02	Postmaster	Tuition bills	6687	84.20
00-541.01	Merine Farmer, Director, ACT/CPP	Supplies	6688	40.00
00-545	Educational Audio Visual	Book	6689	5.50
15-550	Triton College, P.E. Dept.	Reg. fee	6690	10.00
00-544.02	United Parcel Service	Service	6691	61.82
00-544.02	Postmaster	Tuition bills	6692	47.80
00-541.03	Ill. State Historical Society	Supplies	6693	2.53
00-550	Robert Logemann	Travel	6694	33.35
00-544.02	United Parcel Service	Service	6695	17.36
18-541.01	A.S.H.E.	Membership	6696	48.00
13-533	William Gengenbach	Comm. Serv. Clerical	6697	40.00
				<u>\$987.30</u>

EDUCATIONAL FUND - 975.30
 BUILDING FUND - 12.00

ce in fund - 2036.70
 rsements - 987.30
 in fund - 3024.00

SAUK VALLEY COLLEGE

APPROVED BY

Kay E. Fisher

PRESIDENT

David W. Mendigoc

SECRETARY

DATE 12/19/83

TREASURER'S REPORT

November 30, 1983

NATIONAL FUND

Balance on Hand October 31, 1983 \$ 107,968.01

Receipts:

Taxes - 1982	9,010.01	
State Apportionment	320,680.25	
Voc. Ed. Reg. Reimbursement	13,713.66	
Federal Work Study	8,443.09	
Other Federal Funds	1,465.00	
Transcript Fees	53.00	
Other Revenue	461.97	
Expenditure Credits	9,433.61	
Loan from Working Cash	<u>115,000.00</u>	<u>478,260.59</u>

Balance Available \$ 586,228.60

Disbursements:

Expenses for October	427,529.99	
Loan to Working Cash	<u>200,000.00</u>	<u>627,529.99</u>

Balance on Hand November 30, 1983 \$ (41,301.39)

WORKING FUND

Balance on Hand October 31, 1983 \$ 20,426.26

Receipts:

1982 Taxes	2,252.59	
Misc. Revenue	101.00	
Expenditure Credits	<u>309.22</u>	<u>2,662.81</u>

Balance Available \$ 23,089.07

Disbursements:

Expenses for October		<u>23,855.14</u>
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Balance on Hand November 30, 1983 \$ (766.07)

AND CONSTRUCTION FUND - Dixon National

Balance on Hand October 31, 1983 \$ 34,517.18

Receipts:

Investments	246,818.99	
Interest on Investments	<u>13,805.38</u>	<u>260,624.37</u>

Balance Available \$ 295,141.55

Disbursements:

Investments	277,550.81	
Expenses for October	<u>492.90</u>	<u>278,043.71</u>

Balance on Hand November 30, 1983 \$ 17,097.84

AND INTEREST #1

Balance on Hand October 31, 1983 \$ 107,672.65

Receipts:

Investments	150,000.00	
1982 Taxes	38,780.33	
Interest on Investments	<u>4,447.66</u>	<u>193,227.99</u>

Balance Available \$ 300,900.64

Disbursements:

-0-

Balance on Hand November 30, 1983 \$ 300,900.64

AND INTEREST #4

Balance on Hand October 31, 1983 \$ 125,057.63

Receipts:

1982 Taxes	45,057.29	
Interest on Investments	<u>1,158.32</u>	<u>46,215.61</u>

Balance Available \$ 171,273.24

Disbursements:

-0-

Balance on Hand November 30, 1983 \$ 171,273.24

ING CASH FUND

nce on Hand October 31, 1983 \$ 27,260.48

ipts:

Investments	244,792.27	
Pool	115,000.00	
Interest on Investments	17,157.61	
Loan from Educ. Fund	<u>200,000.00</u>	<u>576,949.88</u>

l Available \$ 604,210.36

ursements:

Pool	200,000.00	
Investments	255,225.06	
Loan to Educ. Fund	<u>115,000.00</u>	<u>570,225.06</u>

nce on Hand November 30, 1983 \$ 33,985.30

RANCE FUND

nce on Hand October 31, 1983 \$ 80,743.74

ipts:

1982 Taxes	11,798.74	
Expenditure Credits	96.86	
Investment Income	<u>632.22</u>	<u>12,527.82</u>

l Available \$ 93,271.56

ursements:

Expenses for October		<u>12,272.20</u>
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nce on Hand November 30, 1983 \$ 80,999.36

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FUNDS INVESTED

tral National Bank	S & C	Variable		\$ 405,090.15
ners National Bank	S & C	9.50	4-20-84	112,460.19
on National	S & C	9.25	5-27-84	277,550.81
ners National	S & C	9.80	2-20-84	105,000.00
st National	S & C	9.36	4-3-84	75,000.00
st National	S & C	9.78	3-6-84	101,023.17
k Falls National	B & I #1	9.30	12-20-83	352,364.93
k Falls National	B & I #4	9.50	12-20-83	100,000.00
k Falls National	Working Cash	Variable		1,102,000.00
k Falls National	Working Cash	9.53	3-26-84	292,482.42
on National	Working Cash	9.36	3-29-84	315,177.78
k Falls National	Working Cash	9.60	5-14-84	163,257.32
on National	Working Cash	9.25	5-25-84	91,967.74
ners National	Working Cash	9.36	3-27-84	100,000.00
k Falls National	Working Cash	9.95	2-13-84	165,442.07
k Falls National	Working Cash	9.55	1-12-84	<u>332,689.27</u>

TOTAL INVESTED

\$4,091,505.85

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 11/30/83

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

ETS:

Cash in Bank	\$ 5,625.36
Notes Receivable	3,737.80
	<u>\$ 9,363.16</u>

LIABILITIES & NET WORTH:

Fund Equity	\$4,631.36	
Net Profit	<u>4,731.80</u>	<u>\$ 9,363.16</u>

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

INCOME:

Interest Income	\$ 161.80	
Bad Debts Repaid	260.00	
Contribution Income	<u>5,000.00</u>	\$5,421.80

EXPENSES:

Bad Debts	\$ 690.00
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<u>NET PROFIT</u>	<u>\$4,731.80</u>
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SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Period Ending November 30, 1983

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

Cash on Hand	\$ 268.09	
Workstudy Awards Receivable from Fed. Gov. 1983-84	106,258.00	
Workstudy Awards Capital 1983-84		\$173,825.28
Workstudy Awards Paid 1983-84.	70,895.35	
E.O.G. Awards Receivable from Fed. Gov. 1983-84.	33,865.00	
Initial E.O.G. Awards Capital 1983-84.		32,679.00
Initial E.O.G. Awards Paid 1983-84	11,916.94	
Renewal E.O.G. Awards Capital 1983-84.		27,186.00
Renewal E.O.G. Awards Paid 1983-84	12,560.00	
PELL Grant Awards Receivable from Fed. Gov. 1983-84.	(23,455.00)	
PELL Grant Awards Capital 1983-84		253,545.00
PELL Grant Awards Paid 1983-84	276,836.29	
Inactive Federal Grants.		<u>1,909.39</u>
	<u>\$488,144.67</u>	<u>\$488,144.67</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 11-30-83

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

ASSETS:

Cash in Bank	\$110,065.56
Petty Cash	500.00
Accounts Receivable - Educational Fund	131.75
Inventory 6-31-83	114,591.69
	<u>\$225,289.00</u>

LIABILITIES & NET WORTH:

Account Payable - Student Activity Fund	\$	125.00
Fund Equity	\$231,729.17	
Net Loss	<u>(6,565.17)</u>	225,164.00
		<u>\$225,289.00</u>

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

INCOME:

Textbooks Sales	\$137,574.77	
Supply Sales	17,569.41	
Miscellaneous Sales	9,027.89	
Paperback Sales	3,152.21	
Used Book Sales	9,724.31	
Sales Tax Collected	8,595.08	
Other Income	<u>92.73</u>	\$185,736.40

EXPENSES:

Textbooks Purchases	\$130,415.38	
Supply Purchases	16,005.52	
Miscellaneous Purchases	10,408.53	
Paperback Purchases	3,253.75	
Used Books Purchased	7,284.89	
Sales Tax Paid	6,406.23	
Salaries & Wages	12,986.25	
Transportation Charges	2,896.83	
Supply Expense	1,433.82	
Equipment	-0-	
Travel	351.93	
Telephone	38.21	
Dues & Subscriptions	66.25	
Other Expense	677.00	
Over & Under	35.63	
Bad Debts	<u>41.35</u>	192,301.57

NET LOSS on a cash basis without regard to inventory or
accounts payable \$ (6,565.17)

SAUK VALLEY COLLEGE

RESTRICTED PURPOSES FUND

November 30, 1983

Balance on Hand - October 31, 1983	\$ 83,678.07
Member Receipts	172,253.89
Ck. #7246 Written 6/30/83	147.88
Ck. #6779 Written 5/18/83	1.00
Over - November 3, 1983 Deposit	.10
Under - November 10, 1983 Deposit	(2.00)
Over - November 23, 1983 Deposit	2.00
TOTAL FUNDS AVAILABLE DURING NOVEMBER	\$ 256,080.94
Member Cash Disbursements	60,576.71
Balance on Hand - November 30, 1983	\$ 195,504.23

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

REVENUES

Comprehensive Fee Income	\$ 6,425.02
Athletic Income	-0-
Student Activity Income	462.50
Student Newspaper Income	2,186.80
Student Income	54.50
Over & Under	395.00
Student Income - Student Activity Only	24.45
	3.00
TOTAL INCOME	\$ 9,551.27

	<u>BUDGET</u>	<u>EXPENSE</u>	
Athletic Expense	\$21,000.	\$7,336.62	
Overleader & Pom Pon Squad	850.	444.99	
Tech Act. & Readers' Theatre	3,700.	730.89	
Drama Expense	2,800.	564.42	
Music Expense	3,800.	1,262.71	
Student Activity Exp./Cultural-Social	10,000.	6,486.60	
Student Newspaper Expense	3,300.	1,206.99	
Associated Student Board Expense	2,000.	314.89	
Men's Intercollegiate Expense	14,200.	4,362.59	
Intercollegiate - Coed	50.	-0-	
Clubs	500.	-0-	
Student Commission	1,600.	596.06	
Contingency Expense/Equipment	-0-	-0-	
Contingencies/Non-Budgeted	2200.	-0-	
	\$64,000.	TOTAL EXPENSE	\$ 23,306.76

Excess of Expenditures Over Revenue, as of November 30, 1983 \$ (13,755.49)

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS & LIABILITIES

ASSETS		REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Money in Bank	\$195,504.23	Due Educational Fund	\$ 1,823.07
Money Cash	700.00	Due Building Fund	122.20
Accounts Rec.	155,938.21	Due Student Loan Fund	676.26
Investments	100,000.00	Due Bookstore	-0-
		Out of District Fees	1.32
		Student Tuition	317,125.00
		Tuition Refunds	(26,987.00)
			\$292,760.85

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$ 4,279.02	
Parking	4,385.36	
Recreation Room Fund	11,105.04	
Student Locker Fund	582.50	
Land Lab	1,024.82	
Community Services	2,796.67	
Photography Supplies	24.86	
LPN Supplies	7,852.17	
Planning Gt. - Title III	(12,798.92)	
LRC Contributions	864.71	
Title II Library	(502.50)	
NEW Nursing Grants	-0-	
Nursing Capitation Gt.	(.88)	
Indochinese Gt. - FY 83	.10	
Indochinese Gt. - FY 84	1,148.85	
HITS Grant - Products Unlim.	-0-	
1982-83 Disadv. Gt.	(573.52)	
1983-84 Disadv. Gt.	(3,574.84)	
DAVTE Disadv. & Handicapped	1,472.11	
DAVTE Quality Assist. Gt.	(48.27)	
Seminars & Dev. Acct.	-0-	
Humanities Gt.	90.85	
Miscellaneous Acct.	7,459.00	
DCCA - Assist. For Econ Dev.	.01	
Econ. Dev. Gt. - Income	24,158.78	
Econ. Dev. Gt. - Expense	(9,323.28)	
Student Clubs	1,331.56	
Adult Learning Bk. Chges.	2,520.09	
SVC Foundation	(108.87)	
Community Theatre	49.70	
College Van	1,826.64	
Vocational Info. Prog.	1,643.10	
Student Act./Spec Proj.	110,295.97	\$157,980.83

FUND EQUITY

July 1, 1983	\$15,156.25	
Excess of Expenditures Over Revenue, as of November 30, 1983	(13,755.49)	\$ 1,400.76

ASSETS	<u>\$452,142.44</u>	TOTAL LIABILITIES & NET WORTH	<u>\$452,142.44</u>
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SAUK VALLEY COLLEGE

APPROVED BY

Kay E. Fisher

PRESIDENT

Donald W. Marchgoc

SECRETARY

DATE 12/19/83

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	43644.84	43644.84	36370.70	7274.14	153066.00	109421.16	109421.16
DIV OF BUS CONTR SERV	9523.81	9523.81	9523.81	.00	12000.00	2476.19	2476.19
DIV OF BUS SUPPLIES	4371.72	4371.72	3993.25	378.47	9045.00	4673.28	4673.28
DIV OF BUS CONF & MEETINGS	1135.05	1135.05	994.59	140.46	1750.00	614.95	614.95
FOOD SERV CONTR SERV	.00	.00	.00	.00	200.00	200.00	200.00
FOOD SERV SUPPLIES	127.12	127.12	127.12	.00	425.00	297.88	297.88
FOOD SERV CONF & MEETINGS	.00	.00	.00	.00	125.00	125.00	125.00
DIV OF AGRIC SALARIES	6022.98	6022.98	5019.15	1003.83	24092.00	18069.02	18069.02
DIV OF AGRIC CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
DIV OF AGRIC SUPPLIES	451.23	451.23	439.13	12.10	1665.00	1213.77	1213.77
DIV OF AGRIC CONF & MEETINGS	115.20	115.20	115.20	.00	610.00	494.80	494.80
DIV OF INDUS ED SALARIES	52929.24	52929.24	44107.70	8821.54	174562.00	121632.76	121632.76
DIV OF INDUS ED CONTR SERV	1708.72	1708.72	1229.92	478.80	8230.00	6521.28	6521.28
DIV OF INDUS ED SUPPLIES	13015.90	13015.90	10752.89	2263.01	25300.00	12284.10	12284.10
DIV OF INDUS ED CONF & MEETINGS	433.10	433.10	674.55	241.45 CR	1600.00	1166.90	1166.90
COSMETOLOGY CONTR SERV	23639.04	23639.04	16374.96	7264.08	54000.00	30360.96	30360.96
COSMETOL SUPPLIES	.00	.00	.00	.00	100.00	100.00	100.00
COSMETOL CONF & MEETINGS	.00	.00	.00	.00	175.00	175.00	175.00
HUMAN SERV CONTR SERV	.00	.00	.00	.00	250.00	250.00	250.00
HUMAN SERV SUPPLIES	303.44	303.44	301.15	2.29	1350.00	1046.56	1046.56
HUMAN SERV CONF & MEETINGS	.00	.00	.00	.00	500.00	500.00	500.00
DIV OF SOC SCI SALARIES	34484.88	34484.88	28737.40	5747.48	121706.00	87221.12	87221.12
DIV OF SOC SCI SUPPLIES	933.00	933.00	780.40	152.60	3050.00	2117.00	2117.00
DIV OF SOC SCI CONF & MEETINGS	93.80	93.80	93.80	.00	1400.00	1306.20	1306.20
E.M.T. CONTR SERV	.00	.00	.00	.00	1650.00	1650.00	1650.00
E.M.T. SUPPLIES	52.38	52.38	52.38	.00	190.00	137.62	137.62
DIV OF CRIM JUS SALARIES	15183.00	15183.00	12652.50	2530.50	45549.00	30366.00	30366.00
DIV OF CRIM JUS CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
DIV OF CRIM JUS SUPPLIES	983.80	983.80	990.04	6.24 CR	1060.00	76.20	76.20
DIV OF CRIM JUS CONF & MEETINGS	219.48	219.48	219.48	.00	850.00	630.52	630.52
LIBRARY TECH SUPPLIES	.00	.00	.00	.00	100.00	100.00	100.00
DIV OF HUMANITIES SALARIES	66060.30	66060.30	55050.25	11010.05	225564.00	159503.70	159503.70
DIV OF HUMAN. CONTR SERV	.00	.00	.00	.00	350.00	350.00	350.00
DIV OF HUMAN. SUPPLIES	1010.10	1010.10	924.04	86.06	4275.00	3264.90	3264.90
DIV OF HUMAN. CONF & MEETINGS	318.01	318.01	318.01	.00	2300.00	1781.99	1781.99
ART DEPT SALARIES	5959.50	5959.50	4966.25	993.25	23838.00	17878.50	17878.50

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ART DEPT CONTR SERV	220.00	220.00	220.00	.00	200.00	20.00 CR	20.00 CR
ART DEPT SUPPLIES	150.28	150.28	147.72	2.56	600.00	449.72	449.72
ART DEPT CONF & MEETINGS	.00	.00	.00	.00	200.00	200.00	200.00
MUSIC DEPT SALARIES	11,919.00	11,919.00	9,932.50	1,986.50	47,676.00	35,757.00	35,757.00
MUSIC DEPT CONTR SERV	295.00	295.00	260.00	35.00	1,200.00	905.00	905.00
MUSIC DEPT SUPPLIES	538.63	538.63	502.81	35.82	1,450.00	911.37	911.37
MUSIC DEPT CONF & MEETINGS	75.00	75.00	75.00	.00	500.00	425.00	425.00
DIV OF MATH SCI SALARIES	52,655.22	52,655.22	43,879.35	8,775.87	175,946.00	123,290.78	123,290.78
DIV OF MATH SCI CONTR SERV	.00	.00	.00	.00	1,600.00	1,600.00	1,600.00
DIV OF MATH SCI SUPPLIES	8,162.10	8,162.10	8,106.61	55.49	10,850.00	2,687.90	2,687.90
DIV OF MATH SCI CONF & MEETINGS	997.58	997.58	997.58	.00	1,500.00	502.42	502.42
DIV OF MED LAB TECH SALARIES	16,295.76	16,295.76	14,392.30	1,903.46	45,683.00	29,387.24	29,387.24
MED LAB TECH CONTR SERV	136.00	136.00	136.00	.00	1,500.00	1,364.00	1,364.00
MED LAB TECH SUPPLIES	4,360.20	4,360.20	4,252.29	107.91	12,990.00	8,629.80	8,629.80
MED LAB TECH CONF & MEETINGS	81.60	81.60	81.60	.00	1,420.00	1,338.40	1,338.40
ADN SALARIES	37,297.48	37,297.48	32,294.98	5,002.50	110,144.00	72,846.52	72,846.52
ADN OFC SALARIES	4,191.74	4,191.74	3,756.11	435.63	10,455.00	6,263.26	6,263.26
ADN CONTR SERV	80.00	80.00	80.00	.00	620.00	540.00	540.00
ADN SUPPLIES	824.97	824.97	738.95	86.02	2,525.00	1,700.03	1,700.03
ADN CONF & MEETINGS	241.40	241.40	241.40	.00	2,000.00	1,758.60	1,758.60
LPN SALARIES	28,240.46	28,240.46	24,914.19	3,326.27	77,971.00	49,730.54	49,730.54
LPN CONTR SERV	80.00	80.00	80.00	.00	545.00	465.00	465.00
LPN SUPPLIES	743.33	743.33	711.80	31.53	2,860.00	2,116.67	2,116.67
LPN CONF & MEETINGS	306.10	306.10	282.30	23.80	1,650.00	1,343.90	1,343.90
DIV OF RAD TECH SALARIES	10,577.88	10,577.88	9,510.18	1,067.70	25,625.00	15,047.12	15,047.12
DIV OF RAD TECH CONTR SERV	609.10	609.10	80.00	529.10	1,837.00	1,227.90	1,227.90
DIV OF RAD TECH SUPPLIES	951.52	951.52	1,390.49	438.97 CR	2,565.00	1,613.48	1,613.48
DIV OF RAD TECH CONF & MEETINGS	725.21	725.21	582.11	143.10	1,920.00	1,194.79	1,194.79
DIV OF PHYS ED SALARIES	10,815.78	10,815.78	9,013.15	1,802.63	43,263.00	32,447.22	32,447.22
DIV OF PHYS ED CONTR SERV	626.35	626.35	598.90	27.45	2,000.00	1,373.65	1,373.65
DIV OF PHYS ED SUPPLIES	369.56	369.56	354.05	15.51	1,400.00	1,030.44	1,030.44
DIV OF PHYS ED CONF & MEETINGS	58.90	58.90	.00	58.90	700.00	641.10	641.10
DIV OF NURSING ASST CONTR SERV	.00	.00	.00	.00	300.00	300.00	300.00
DIV OF NURSING ASST SUPPLIES	69.04	69.04	69.04	.00	350.00	280.96	280.96
DIV OF NURSING ASST CONF & MEETINGS	.00	.00	.00	.00	100.00	100.00	100.00
INSTR ADMIN SEC SALARIES	10,270.39	10,270.39	9,221.33	1,049.04	25,177.00	14,906.61	14,906.61
INSTR ADMIN FED WORK STUDY	4,220.93	4,220.93	3,662.33	558.60	13,000.00	8,779.67	8,779.67

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKROOM FED WORK STUDY	2,236.12	2,236.12	2,068.62	167.50	7,250.00	5,013.88	5,013.88
WORKROOM CONTR SERV	4,079.50	4,079.50	4,079.50	.00	4,700.00	620.50	620.50
INSTR ADMIN UNALLOCATED CONTR	331.50	331.50	284.70	46.80	1,900.00	1,568.50	1,568.50
FACULTY OFC SUPPLIES	243.59	243.59	207.09	36.50	900.00	656.41	656.41
INSTITUTIONAL COMMITTEES SUPPLIES		.00		.00	300.00	300.00	300.00
WORKROOM SUPPLIES	175.65	175.65	1,217.74	1,393.39	1,000.00	824.35	824.35
PUB INFO ADMIN SALARIES	12,910.00	12,910.00	11,619.00	1,291.00	30,984.00	18,074.00	18,074.00
PUB INFO SECR SALARIES	606.80	606.80	532.80	74.00	2,000.00	1,393.20	1,393.20
PUB INFO SUPPLIES	17,366.34	17,366.34	15,883.18	1,683.16	77,600.00	60,233.66	60,233.66
PUB INFO CONF & MEETINGS	456.80	456.80	206.40	250.40	1,000.00	543.20	543.20
ASST DEAN ARTS & SOC SCI SALARY	13,121.29	13,121.29	11,809.16	1,312.13	31,491.00	18,369.71	18,369.71
PART TIME OVERLOAD	4,118.66	4,118.66	8,918.66	200.00	47,000.00	37,881.34	37,881.34
NIGHT PREMIUMS	200.00	200.00	200.00	.00		200.00 CR	200.00 CR
SUMMER SALARIES	49,845.00	49,845.00	49,845.00	.00	44,200.00	5,645.00 CR	5,645.00 CR
SECR SALARY	4,895.40	4,895.40	4,405.86	489.54	11,749.00	6,853.60	6,853.60
FED WORK STUDY	2,595.35	2,595.35	2,251.98	343.37	5,800.00	3,204.65	3,204.65
SUPPLIES	285.74	285.74	238.86	26.88	800.00	514.26	514.26
CONF & MEETINGS	591.88	591.88	512.28	79.60	2,000.00	1,408.12	1,408.12
ASST DEAN BUS & TECH SALARY	13,812.09	13,812.09	12,430.88	1,381.21	33,149.00	19,336.91	19,336.91
PART TIME OVERLOAD	20,217.35	20,217.35	19,100.23	1,117.12	100,000.00	79,782.65	79,782.65
SUMMER SALARIES	38,874.25	38,874.25	38,874.25	.00	41,000.00	2,125.75	2,125.75
SECR SALARY	5,655.40	5,655.40	5,089.86	565.54	13,573.00	7,917.60	7,917.60
FED WORK STUDY	4,985.59	4,985.59	4,265.34	720.25	11,256.00	6,270.41	6,270.41
SUPPLIES	258.45	258.45	227.53	30.92	1,000.00	741.55	741.55
CONF & MEETINGS	1,337.16	1,337.16	1,337.16	.00	2,600.00	1,262.84	1,262.84
ASST DEAN COMM & EXTEN SERV SALARY	16,931.60	16,931.60	15,238.44	1,693.16	40,636.00	23,704.40	23,704.40
INSTR SALARIES	35,859.78	35,859.78	30,446.26	5,413.52	110,000.00	74,140.22	74,140.22
COORDINATORS	1,725.00	1,725.00		1,725.00	6,500.00	4,775.00	4,775.00
SECR SALARY	4,867.09	4,867.09	4,380.38	486.71	11,681.00	6,813.91	6,813.91
FED WORK STUDY	1,875.14	1,875.14	1,774.64	100.50	3,655.00	1,779.86	1,779.86
CONTR SERV	2,045.00	2,045.00	1,325.00	720.00	5,000.00	2,955.00	2,955.00
SUPPLIES	1,372.79	1,372.79	1,236.90	135.89	3,000.00	1,627.21	1,627.21
CONF & MEETINGS	560.29	560.29	117.40	442.89	2,500.00	1,939.71	1,939.71
ASST DEAN HEALTH & NAT SCI SALARY	11,234.22	11,234.22	10,609.22	625.00	33,149.00	21,914.78	21,914.78
PART TIME OVERLOAD	19,505.46	19,505.46	16,417.10	3,088.36	75,000.00	55,494.54	55,494.54
SUMMER SALARIES	31,171.88	31,171.88	31,171.88	.00	30,000.00	1,171.88 CR	1,171.88 CR
FED WORK STUDY	5,166.99	5,166.99	4,447.42	719.57	13,596.00	8,429.01	8,429.01

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CONTR SERV	70.00	70.00	70.00	.00	300.00	230.00	230.00
SUPPLIES	217.90	217.90	178.11	39.79	800.00	582.10	582.10
CONF & MEETINGS	142.54	142.54	142.54	.00	1850.00	1707.46	1707.46
ACADEM SKILLS SALARIES	19,497.60	19,497.60	16,248.00	3,249.60	71,365.00	51,867.40	51,867.40
ACADEM SKILLS CONTR SERV	37.50	37.50	37.50	.00	500.00	462.50	462.50
ACADEM SKILLS SUPPLIES	389.64	389.64	360.15	29.49	2,000.00	1,610.36	1,610.36
ACADEM SKILLS CONF & MEETINGS	411.62	411.62	411.62	.00	700.00	288.38	288.38
HONORS PROG CONTR SERV		.00		.00	100.00	100.00	100.00
HONORS PROG SUPPLIES	2.81	2.81	2.81	.00	110.00	107.19	107.19
HONORS PROG CONF & MEETINGS		.00		.00	550.00	550.00	550.00
DEAN OF INSTR ADMIN SALARY	16,313.79	16,313.79	14,681.41	1,632.38	39,153.00	22,839.21	22,839.21
DEAN OF INSTR SECR SALARY	6,269.59	6,269.59	5,642.63	626.96	15,047.00	8,777.41	8,777.41
STUDENT TUTORS	534.32	534.32	437.17	97.15	2,000.00	1,465.68	1,465.68
DEAN OF INSTR CONTR SERV		.00		.00	200.00	200.00	200.00
DEAN OF INSTR SUPPLIES	534.04	534.04	448.93	85.11	2,000.00	1,465.96	1,465.96
DEAN OF INSTR CONF & MEETINGS	721.37	721.37	694.69	26.68	1,600.00	878.63	878.63
LRC PROF SALARIES	23,256.64	23,256.64	20,175.14	3,081.50	73,856.00	50,699.36	50,699.36
LRC SECR SALARIES	14,562.89	14,562.89	13,106.60	1,456.29	34,951.00	20,388.11	20,388.11
LRC FED WORK STUDY	3,871.67	3,871.67	3,316.43	555.24	13,000.00	9,128.33	9,128.33
LRC CONTR SERV	2,469.32	2,469.32	1,738.62	730.70	4,500.00	2,030.68	2,030.68
XEROX SUPPLIES	1,405.29	1,405.29 CR	901.78	503.51 CR	2,000.00	3,405.29	3,405.29
LIBRARY SUPPLIES	8,154.28	8,154.28	8,059.95	94.33	13,040.00	4,885.72	4,885.72
A V SUPPLIES	2,944.33	2,944.33	2,130.56	813.77	7,850.00	4,905.67	4,905.67
LIBRARY BOOKS	12,112.34	12,112.34	9,919.58	2,192.76	30,000.00	17,887.66	17,887.66
LRC CONF & MEETINGS	624.65	624.65	434.87	189.78	750.00	125.35	125.35
ADM & REC PROF SALARIES	12,453.79	12,453.79	11,208.41	1,245.38	29,889.00	17,435.21	17,435.21
ADM & REC SECR SALARIES	19,728.74	19,728.74	17,770.57	1,958.17	46,996.00	27,267.26	27,267.26
ADM & REC FED WORK STUDY	2,968.04	2,968.04	2,610.43	357.61	10,958.00	7,989.96	7,989.96
ADM & REC CONTR SERV	982.74	982.74	982.74	.00	2,600.00	1,617.26	1,617.26
ADM & REC SUPPLIES	2,760.85	2,760.85	2,231.03	529.82	6,000.00	3,239.15	3,239.15
ADM & REC CONF & MEETINGS	64.00	64.00	64.00	.00	800.00	736.00	736.00
COUNSELING SALARIES	24,692.58	24,692.58	22,196.75	2,495.83	59,900.00	35,207.42	35,207.42
COUNSELING SECR SALARIES	4,895.40	4,895.40	4,405.86	489.54	11,749.00	6,853.60	6,853.60
HEALTH SERV SUPPLIES	25.00	25.00	25.00	.00	300.00	275.00	275.00
FIN AIDS SECR SALARIES	12,822.09	12,822.09	11,539.88	1,282.21	30,773.00	17,950.91	17,950.91
STUDENT SERV ADMIN SALARIES	15,422.90	15,422.90	13,880.61	1,542.29	37,015.00	21,592.10	21,592.10

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
STUDENT SERV SECR SALARIES	6,240.40	6,240.40	5,616.36	6,240.40	14,977.00	8,736.60	8,736.60
STUDENT SERV FED WORK STUDY	14,437.00	14,437.00	12,549.85	1,887.15	45,100.00	30,663.00	30,663.00
COACHING SALARIES	4,487.50	4,487.50	4,487.50	.00	11,845.00	7,357.50	7,357.50
STUDENT SERV CONTR SERV	565.70	565.70	565.70	.00	800.00	234.30	234.30
STUDENT SERV SUPPLIES	4,917.43	4,917.43	4,632.00	285.43	12,800.00	7,882.57	7,882.57
COMMENCEMENT	315.71	315.71	313.42	2.29	6,000.00	5,684.29	5,684.29
STUDENT SERV CONF & MEETINGS	1,693.45	1,693.45	1,394.14	299.31	4,650.00	2,956.55	2,956.55
STUDENT RECRUITMENT	503.50	503.50	495.80	7.70	1,500.00	996.50	996.50
PUB SERV SALARIES	.00	.00	.00	.00	4,600.00	4,600.00	4,600.00
PUB SERV CONTR SERV	.00	.00	.00	.00	2,800.00	2,800.00	2,800.00
PUB SERV SUPPLIES	.00	.00	.00	.00	7,500.00	7,500.00	7,500.00
SERVICE STAFF SALARIES	153,753.11	153,753.11	138,247.74	15,505.37	384,671.00	230,917.89	230,917.89
MAINT BOYS FED WORK STUDY	25,496.61	25,496.61	22,794.61	2,702.00	82,000.00	56,503.39	56,503.39
MATRONS FED WORK STUDY	8,541.89	8,541.89	7,762.44	779.45		8,541.89 CR	8,541.89 CR
GAS	44,205.74	44,205.74	38,638.85	5,566.89	154,600.00	110,394.26	110,394.26
TELEPHONE	13,180.14	13,180.14	10,120.77	3,059.37	30,865.00	17,684.86	17,684.86
PRES OFC ADMIN SALARY	22,163.30	22,163.30	18,946.97	2,216.33	53,192.00	31,026.70	31,026.70
PRES SECR SALARY	7,178.30	7,178.30	6,460.47	717.83	17,228.00	10,049.70	10,049.70
PRES OFC FED WORK STUDY	1,098.77	1,098.77	951.38	147.39	3,484.00	2,385.23	2,385.23
PRES OFC CONTR SERV	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
PRES OFC SUPPLIES	871.96	871.96	740.17	131.79	3,250.00	2,378.04	2,378.04
PRES OFC CONF & MEETINGS	876.57	876.57	727.51	149.06	3,000.00	2,123.43	2,123.43
SPECIAL AFFAIRS	1,084.01	1,084.01	1,084.01	.00	3,500.00	2,415.99	2,415.99
PRES OFC OTHER EXP	2,785.50	2,785.50	2,485.50	300.00	4,900.00	2,114.50	2,114.50
BUS OFC ADMIN SALARIES	18,175.00	18,175.00	16,357.50	1,817.50	43,620.00	25,445.00	25,445.00
BUS OFC PROF SALARIES	13,162.09	13,162.09	11,845.83	1,316.21	31,589.00	18,426.91	18,426.91
BUS OFC SECR SALARIES	27,989.11	27,989.11	25,198.77	2,790.34	66,960.00	38,978.89	38,978.89
BUS OFC FED WORK STUDY	1,144.00	1,144.00	1,144.00	.00		1,144.00 CR	1,144.00 CR
BUS OFC CONTR SERV	4,927.41	4,927.41	4,809.31	118.10	5,050.00	122.59	122.59
BUS OFC SUPPLIES	4,511.34	4,511.34 CR	2,907.07	1,604.27 CR	8,000.00	12,511.34	12,511.34
BUS OFC CONF & MEETINGS	1,193.20	1,193.20	944.70	248.50	3,000.00	1,806.80	1,806.80
LEGAL CONTR	1,949.12	1,949.12	1,949.12	.00	8,000.00	6,050.88	6,050.88
OTHER BOARD SUPPLIES	414.79	414.79	392.79	22.00	2,500.00	2,085.21	2,085.21
BOARD CONF & MEETINGS	645.80	645.80	536.80	109.00	3,500.00	2,854.20	2,854.20
INSTITU SECR SALARIES	4,970.00	4,970.00	4,473.00	497.00	11,928.00	6,958.00	6,958.00
SWITCHBOARD FED WORK STUDY	1,493.62	1,493.62	1,234.37	259.25	3,685.00	2,191.38	2,191.38
CONTINGENCY FED WORK STUDY	1,236.11	1,236.11	973.14	262.97	4,448.00	3,211.39	3,211.39

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
GROUP MED & LIFE INS	144,252.71	144,252.71	122,119.05	22,133.66	258,400.00	114,147.29	114,147.29
TUITION REIMBURSEMENT	540.00	540.00	540.00	.00	6,500.00	5,960.00	5,960.00
IN SERVICE TRAINING	291.20	291.20	291.20	.00	5,000.00	4,708.80	4,708.80
UNALLOCATED CONTR	697.09	697.09	522.79	174.30	2,400.00	1,702.91	1,702.91
FACULTY ASSN SUPPLIES	31.63	31.63	22.81	8.82	200.00	168.37	168.37
POSTAGE	8,087.98	8,087.98	7,825.76	262.22	40,000.00	31,912.02	31,912.02
PUBLICATIONS & DUES	2,965.58	2,965.58	2,965.58	.00	6,310.00	3,344.42	3,344.42
ADVERTISING	219.00	219.00	211.50	7.50	600.00	381.00	381.00
RECRUITMENT	1,559.13	1,559.13	1,559.13	.00	2,500.00	940.87	940.87
GENERAL INSURANCE	16,105.80	16,105.80	22,930.00	6,824.20 CR	16,000.00	1,058.00 CR	1,058.00 CR
EQUIPMENT	1,316.69	1,316.69	1,316.69	.00	258,313.00	256,996.31	256,996.31
VOC ED EQUIPMENT	25,363.36	25,363.36	14,885.22	5,478.14		25,363.36 CR	25,363.36 CR
TUITION CHARGE BACK	12,976.52	12,976.52	13,284.44	307.92 CR	25,000.00	12,023.48	12,023.48
INSTITU RES SUPPLIES	3.34	3.34	3.34	.00	500.00	496.66	496.66
DATA PROC PROF SALARIES	23,734.10	23,734.10	21,360.69	2,373.41	56,962.00	33,227.90	33,227.90
DATA PROC SECR SALARIES	5,044.79	5,044.79	4,533.41	511.38	12,273.00	7,228.21	7,228.21
DATA PROC FED WORK STUDY	2,038.47	2,038.47	1,790.57	247.90	6,365.00	4,326.53	4,326.53
DATA PROC CONTR SERV	22,326.85	22,326.85	22,145.85	181.00	34,750.00	12,423.15	12,423.15
DATA PROC SUPPLIES	2,266.46	2,266.46	1,744.75	521.71	8,600.00	6,333.54	6,333.54
DATA PROC CONF & MEETINGS	50.55	50.55	50.55	.00	1,500.00	1,449.45	1,449.45
DATA PROC EQUIP RENTAL	43,782.69	43,782.69	36,413.68	7,369.01	95,750.00	51,967.31	51,967.31
PLANNING & DEVEL PROF SALARIES	12,684.59	12,684.59	11,416.13	1,268.46	30,443.00	17,758.41	17,758.41
PL & DEVEL SECR SALARIES	4,135.13	4,135.13	3,676.13	459.00	11,016.00	6,880.87	6,880.87
PL & DEVEL CONTR SERV	97.20	97.20		97.20	300.00	202.80	202.80
PL & DEVEL SUPPLIES	870.48	870.48	848.54	21.94	1,155.00	284.52	284.52
PL & DEVEL CONF & MEETINGS	1,199.24	1,199.24	848.74	350.50	2,250.00	1,050.76	1,050.76
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	92,955.00	92,955.00	92,955.00

1,764,119.15 T 1,764,119.15 T 1,563,343.74 T 200,575.41 T 4,940,585.00 T 3,176,465.85 T 3,176,465.85 T

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MAINT & BLDG SUPPLIES	8178.39	8178.39	7354.08	824.31	58000.00	44821.61	44821.61
MAINT CONF & MEETINGS	216.00	216.00	207.60	8.40	3000.00	2784.00	2784.00
SERVICE EQUIPMENT	2244.00	2244.00	2244.00	.00	17650.00	15406.00	15406.00
MAINT CONTR SERV	15687.36	15687.36	14758.46	928.90	42500.00	26812.64	26812.64
ELECTRICITY	73436.66	73436.66	73436.66	.00	236400.00	162963.34	162963.34
RENTAL CHARGES	130.00	130.00	240.00	110.00 CR	1000.00	870.00	870.00
CONTINGENCIES		.00		.00	25000.00	25000.00	25000.00
	99,892.41 T	99,892.41 T	98,240.80 T	1,651.61 T	383,550.00 T	283,657.59 T	283,657.59 T

SITE AND CONSTRUCTION FUND

SITE IMPROVEMENT	5,992.90	5,992.90	5,992.90	.00	5,000.00	992.90 CR	992.90 CR
BLDG IMPROVEMENTS		.00		.00	275,000.00	275,000.00	275,000.00
INSTR EQUIPMENT		.00		.00	5,000.00	5,000.00	5,000.00
SERVICE EQUIPMENT		.00		.00	5,000.00	5,000.00	5,000.00
OTHER CAPITAL OUTLAY		.00		.00	5,000.00	5,000.00	5,000.00
	5,992.90 T	5,992.90 T	5,992.90 T	.00 T	295,000.00 T	284,007.10 T	284,007.10 T

BOND & INTEREST #1

DEBT PRINCIPAL RETIREMENT	250,000.00	250,000.00		250,000.00	250,000.00	.00	.00
INTEREST	13,875.00	13,875.00		13,875.00	23,125.00	4,250.00	4,250.00
OTHER CHARGES	130.00	130.00		130.00	500.00	370.00	370.00
	264,005.00 T	264,005.00 T	.00 T	264,005.00 T	273,625.00 T	4,620.00 T	4,620.00 T

BOND & INTEREST #4

DEBT PRINCIPAL RETIREMENT		.00		.00	250,000.00	250,000.00	250,000.00
INTEREST		.00		.00	28,125.00	28,125.00	28,125.00
OTHER FIXED CHARGES		.00		.00	500.00	500.00	500.00
	.00 T	.00 T	.00 T	.00 T	278,625.00 T	278,625.00 T	278,625.00 T

WORKING CASH FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MISC EXPENSE		.00		.00	1.000.00	1.000.00	1.000.00
	.00 T	.00 T	.00 T	.00 T	1.000.00 T	1.000.00 T	1.000.00 T
<u>INSURANCE FUND</u>							
WORKMENS COMP	12.073.76	12.073.76	12.109.00	35.24 CR	20.000.00	7.926.24	7.926.24
TORT LIABILITY	12.272.20	12.272.20	12.272.20	.00	13.000.00	727.80	727.80
UNEMPLOYMENT COMP	2.735.51	2.735.51	2.797.13	61.62 CR	20.000.00	17.264.49	17.264.49
AUDIT COSTS	8.500.00	8.500.00		8.500.00	14.000.00	5.500.00	5.500.00
	35.581.47 T	35.581.47 T	27.178.33 T	8.403.14 T	67.000.00 T	31.418.53 T	31.418.53 T

REVENUE REPORT

EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1982 TAXES	424,945.05	424,945.05	420,935.04	4,010.01	471,475.00	41,529.95	41,529.95
1983 TAXES		.00		.00	471,475.00	471,475.00	471,475.00
BACK TAXES	653.09	653.09	653.09	.00		653.09 CR	653.09 CR
IN LIEU OF TAXES	1,108.75	1,108.75	1,108.75	.00		1,108.75 CR	1,108.75 CR
CORP PERS PROP TAX REPL	74,390.24	74,390.24	74,390.24	.00	77,704.00	1,686.24 CR	1,686.24 CR
CHARGE BACK REVENUE	24,193.35	24,193.35	24,193.35	.00	12,000.00	4,580.65	4,580.65
STATE APPORTIONMENT	641,360.50	641,360.50	320,680.25	320,680.25	1,282,721.00	641,360.50	641,360.50
VOC ED REG REIMB	26,707.34	26,707.34 CR	40,421.00	13,713.66	146,682.00	173,389.34	173,389.34
VOC ED EQUIP REIMB		.00		.00	94,000.00	94,000.00	94,000.00
STATE WORK STUDY		.00		.00	1.00	1.00	1.00
FEDERAL WORK STUDY	62,642.91	62,642.91	54,199.82	8,443.09	170,658.00	108,015.09	108,015.09
OTHER FED SOURCES	1,465.00	1,465.00		1,465.00	2,000.00	535.00	535.00
SUMMER TUITION	154,200.58	154,200.58	154,200.58	.00	172,000.00	17,799.42	17,799.42
FALL TUITION	375,000.00	375,000.00	375,000.00	.00	607,500.00	232,500.00	232,500.00
SPRING TUITION		.00		.00	600,000.00	600,000.00	600,000.00
GRADUATION FEES	11.00	11.00 CR	11.00	.00	1,000.00	1,011.00	1,011.00
TRANSCRIPT FEES	344.00	344.00	291.00	53.00	1,100.00	756.00	756.00
PUB SERV INCOME		.00		.00	14,900.00	14,900.00	14,900.00
INTEREST ON INVESTMENTS	3,269.43	3,269.43	3,269.43	.00	10,000.00	6,730.57	6,730.57
OTHER REVENUE	1,687.07	1,687.07	1,225.10	461.97	3,000.00	1,312.93	1,312.93
	1,726,767.63 T	1,726,767.63 T	1,372,940.65 T	353,826.98 T	4,138,216.00 T	2,411,448.37 T	2,411,448.37 T

BUILDING FUND

1982 TAXES	107,489.98	107,489.98	105,237.39	2,252.59	117,868.00	10,378.02	10,378.02
1983 TAXES		.00		.00	117,868.00	117,868.00	117,868.00
BACK TAXES	163.28	163.28	163.28	.00		163.28 CR	163.28 CR
IN LIEU OF TAXES	277.20	277.20	277.20	.00		277.20 CR	277.20 CR
CORP PERS PROP TAX REPL	14,847.56	14,847.56	14,847.56	.00	14,426.00	4,215.60 CR	4,215.60 CR
INTEREST ON INVESTMENTS		.00		.00	100.00	100.00	100.00
MISC REVENUE	753.00	753.00	652.00	101.00	1,200.00	447.00	447.00
	128,531.02 T	128,531.02 T	126,177.43 T	2,353.59 T	256,462.00 T	127,930.98 T	127,930.98 T

SITE AND CONSTRUCTION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CONTRIBUTIONS & FEDERAL GRANTS		.00		.00	35.000.00	35.000.00	35.000.00
INTEREST ON INVESTMENTS	39,982.21	39,982.21	26,176.83	13,805.38	75.000.00	35,017.79	35,017.79
	39,982.21 T	39,982.21 T	26,176.83 T	13,805.38 T	110.000.00 T	70,017.79 T	70,017.79 T
<u>BOND & INTEREST #1</u>							
1982 TAXES	110,707.75	110,707.75	71,927.42	38,780.33	121,405.00	10,697.25	10,697.25
1983 TAXES		.00		.00	121,405.00	121,405.00	121,405.00
BACK TAXES	168.17	168.17	168.17	.00		168.17 CR	168.17 CR
IN LIEU OF TAXES	285.49	285.49	285.49	.00		285.49 CR	285.49 CR
PEPS PROP TAX REPL	34,605.00	34,605.00	34,605.00	.00	34,605.00	.00	.00
INTEREST ON INVESTMENTS	7,654.12	7,654.12	3,206.46	4,447.66	15,000.00	7,345.88	7,345.88
	153,420.53 T	153,420.53 T	110,192.54 T	43,227.99 T	292,415.00 T	138,994.47 T	138,994.47 T
<u>BOND & INTEREST #4</u>							
1982 TAXES	128,626.59	128,626.59	83,569.30	45,057.29	141,049.00	12,422.41	12,422.41
BACK TAXES	195.38	195.38	195.38	.00		195.38 CR	195.38 CR
IN LIEU OF TAXES	331.70	331.70	331.70	.00		331.70 CR	331.70 CR
INTEREST ON INVESTMENTS	3,704.94	3,704.94	2,546.62	1,158.32	500.00	3,204.94 CR	3,204.94 CR
	132,858.61 T	132,858.61 T	86,643.00 T	46,215.61 T	141,549.00 T	8,690.39 T	8,690.39 T
<u>WORKING CASH FUND</u>							
INTEREST ON INVESTMENTS	77,995.35	77,995.35	60,837.74	17,157.61	100,000.00	22,004.65	22,004.65
	77,995.35 T	77,995.35 T	60,837.74 T	17,157.61 T	100,000.00 T	22,004.65 T	22,004.65 T
<u>INSURANCE FUND</u>							
1982 TAXES	33,734.00	33,734.00	21,935.26	11,796.74	36,932.00	3,198.00	3,198.00
1983 TAXES		.00		.00	36,932.00	36,932.00	36,932.00
BACK TAXES	86.86	86.86	86.86	.00		86.86 CR	86.86 CR
INTEREST ON INVESTMENTS	2,435.58	2,435.58	1,803.36	632.22		2,435.58 CR	2,435.58 CR
	36,256.44 T	36,256.44 T	23,825.48 T	12,430.96 T	73,864.00 T	37,607.56 T	37,607.56 T

SAUK VALLEY COLLEGE

APPROVED BY

Kay E. Fisher

PRESIDENT

David W. Mendigoc

SECRETARY

DATE 12/19/83