

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
2K2 Faculty Dining Room Second Floor
June 25, 1984 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. Net Tuition Receipts
5. SVC District Equalized Assessed Evaluations Report
6. Approval of FY 85 Tentative Budget
7. Approval of Working Cash Resolution
8. Acceptance of Bids for the Liquidation of the Kitchen Equipment
9. Authorization to Purchase Training Services for the Center for Business and Economic Development
10. Authorization to Seek Bids
11. Other

F. Personnel Recommendations:

1. Professional Appointments
2. Other

G. Other Actions:

1. Approval of Administrative Calendar
2. Approval of Cooperative Agreements
- 3.
4. Other

H. Reports:

1. Student Trustee
2. ICCTA Representative
3. Foundation Liaison
4. Board Chair Report
5. Board Committee Reports

I. President's Report:

1. Summer Enrollment
2. Tax Abatement
3. Current and Pending Grants
4. Other

J. Time of Next Meeting

K. Executive Session

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

June 25, 1984

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on June 25, 1984 in Room 2K2 of Sauk Valley College, Rural Route #5, Dixon, Illinois.

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

Richard Groharing	Oscar Koenig
David Mandrgoc	William Simpson
Kay Fisher	Dolores Marassa

Absent: Ann Powers Robert Wolf

Minutes: It was moved by Member Koenig and seconded by Member Mandrgoc that the Board approve the minutes of the May 29th and June 11th meeting as presented. Motion voted and carried.

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

Arrival: Member Ann Powers arrived at 7:35 p.m.

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

Educational Fund	\$329,471.18
Bond and Interest #1	9,280.00
Working Cash	10,000.00
Site and Construction	2,053.88
Building Fund	25,536.83

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

Payroll: It was moved by Member Koenig and seconded by Member Simpson that the Board approve the May 31 payroll in the amount of \$192,219.31 and the June 15 payroll in the amount of \$100,833.79. In a roll call vote, all voted aye. Motion carried.

Net Tuition Report: A report showing tuition income for the 1984 spring semester was presented to the Board. It was noted that the tuition receipts were approximately \$62,500 less than the budgeted amount for this semester.

Equalized Assessed Valuation: A report showing the equalized assessed valuation of the Sauk Valley College District from 1966 through 1983 was presented to the Board. Discussion centered on the changes predicted in the farmland assessments for the next several years.

Tentative Budget: It was moved by Member Simpson and seconded by Member Koenig that the Board approve the attached tentative budget and have it placed on public review for 30 days, with final adoption at the August meeting. In a roll call vote, all voted aye. Motion carried.

Working Cash Resolution: In each fiscal year, an enabling resolution is needed to permit the college treasurer to transfer Working Cash funds to the respective operating funds to cover anticipated needs of the year. It was moved by Member Mandrgoc and seconded by Member Powers that the Board adopt the attached resolution for the transfer of Working Cash monies. In a roll call vote, all voted aye. Motion carried.

Kitchen Equipment: The attached report from Dean Edison outlines the steps taken to secure bids on the excess kitchen equipment located in the basement of the college. It was moved by Member Mandrgoc and seconded by Member Groharing that the Dean of Business Services be authorized to sell this equipment in accordance with the bids submitted and the regulations contained in the bidding documents. In a roll call vote, the following was recorded: Ayes-Members Groharing, Koenig, Mandrgoc, Powers and Fisher. Nays-Members Simpson and Marassa. Motion carried.

Training Service for Economic Development Center It was moved by Member Groharing and seconded by Member Powers that the administration be authorized to purchase training resources to be funded within the appropriations of the grant and used through the Center for Business and Economic Development. In a roll call vote, all voted aye. Motion carried.

Parking Lot Bids: It was moved by Member Groharing and seconded by Member Mandrgoc that authorization be granted for the administration to seek bids for the repairs and treatment of the college parking lots and roadways as outlined in the attached letter from the engineering company. In a roll call vote, all voted aye. Motion carried.

Executive Session: At 8:10 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 dismissal of an employee. Motion voted and carried.

Regular Session: The Board returned to regular session at 8:31 p.m.

Professional Appointments: It was moved by Member Mandrgoc and seconded by Member Koenig that the Board approve the appointment of Duane Monte as Counselor for 1984-85 to replace Linda Miller. In a roll call vote, all voted aye. Motion carried.

It was moved by Member Groharing and seconded by Member Koenig that the Board appoint Thomas Breed as Counselor for the JTPA grant services. In a roll call vote, all voted aye. Motion carried.

It was moved by Member Mandrgoc and seconded by Member Koenig that the Board appoint James Dickinson as Accountant in the Business Office for the 1984-85 year. In a roll call vote, all voted aye. Motion carried.

Resignation: It was moved by Member Powers and seconded by Member Koenig that the Board accept the resignation of Jane Klug, Counselor/Coordinator of Student Activities, with regret and authorize the administration to fill this vacancy. The Board expressed their appreciation for her services and wished her well in her future endeavors. In a roll call vote, all voted aye. Motion carried.

Indo-Chinese Project Coordinator: It was moved by Member Simpson and seconded by Member Koenig that the Board grant the administration authority to hire a Coordinator for the Indo-Chinese Project to replace Frank Pintozzi. The appointment will then be brought to the Board for confirmation at the next meeting. In a roll call vote, all voted aye. Motion carried.

Administrative Calendar: It was moved by Member Mandrgoc and seconded by Member Koenig that the Board approve the attached administrative calendar as presented. Motion voted and carried.

Cooperative
Agreements:

It was moved by Member Koenig and seconded by Member Powers that the Board approve the attached two cooperative agreements for Blackhawk East College and the Sterling School of Beauty Culture. In a roll call vote, all voted aye. Motion carried.

Reports:

Student Trustee, Marassa, reported on the student senate retreat recently held at Lorado Taft. She expressed her appreciation to the Board members and said she had enjoyed her year as a student trustee. She said it was a true learning experience for her and she wished Linda Hiatt good luck.

Member Groharing reported on the recent Annual ICCTA Meeting in Springfield. He said that new officers had been elected who were very competent. He said the seminars he attended were very interesting. He reported that the Advocacy Policy had been approved at the meeting, that HB 1587 had been passed by the Senate and was on the way to the Governor. He requested those present to write Gov. Thompson in support of this important bill.

Hal Garner reported that the recent Foundation meeting was a short one which will be the last for the summer. He said that at the September meeting, they will discuss formation of an alumni association and that Kent McNeil will be one of the new Foundation members seated.

Chair Fisher reported to the Board that two area leaders had been selected to Head the college referendum effort for the November election--James Swanson, former mayor of Sterling and Paul Berrettini, Dixon's Man of the Year in 1983. She said that anyone having names of volunteers should submit these to her.

Mrs. Fisher also reported that she had received a letter of resignation from Ann Powers, to be effective as of September 1, 1984. She said the law requires the Board to appoint someone to fill this vacancy until November of 1985. It was the consensus of the Board that the executive committee (Board Officers) should draw up a news release to advertise the vacancy. It was moved by Member Mandrgoc

Reports
(cont'd):

and seconded by Member Groharing that the Board send out a news release alerting community members of the vacancy and requesting volunteers or nominations from district residents. The full Board will then go over the qualifications of the people volunteering or nominated and make a selection. Motion voted and carried.

Member Mandrgoc reported on the Policy Committee meeting. This committee will have the Board attorney review the various new policies and revision to the old ones. He said he hoped to have these policies ready for a first reading by the next Board meeting.

Dr. Garner reported on summer enrollment which was down about 13% from 1983. He gave a status report on the guidelines for tax abatement, and showed a summary of the current JTPA grants which the college has applied for and received.

Executive Session:

At 9:15 p.m. it was moved by Member Koenig and seconded by Member Groharing that the Board adjourn to executive session to discuss collective negotiating matters. In a roll call vote, all voted aye. Motion carried.

Regular Session:

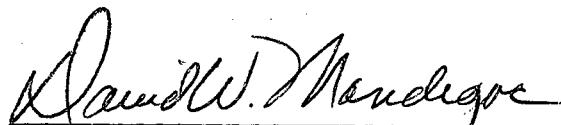
The Board returned to regular session at 9:56 p.m.

Adjournment:

Since the scheduled business was concluded, it was moved by Member Powers and seconded by Member Koenig that the Board adjourn. The next regular meeting will be July 23, 1984. In a roll call vote, all voted aye. Motion carried

The Board adjourned at 9:57 p.m.

Respectfully submitted:



David W. Mandrgoc, Secretary

For Board Meeting
of June 25, 1984

Agenda Item E-4

NET TUITION RECEIPT REPORT

The attached report shows our tuition income data for the 1984 Spring semester.

The mid-term semester hours of credit decreased from 25,260 to 23,213, or a percentage decrease of approximately 8.1%. The deduction adjustment against these receipts indicate a refund and/or a write-off of approximately \$90,000, leaving net tuition receipts of \$537,500, or approximately \$62,500 less than the budgeted amount.

The bad debt write-offs for the semester were approximately \$4,600 with a recovery approximating \$1,200 for a net financial aid hold write-off in the vicinity of \$2,800.

This is an information item. No action is required.

NET TUITION RECEIPTS AND DEDUCTIONS

Deductions from Tuition	Spring 1983	Spring 1984
1. Tuition Refunds	23,592.50	30,344.90
2. Employee Waivers	10,367.20	10,272.00
3. Bad Debts	1,018.00	2,797.50
4. Senior Citizens	35,928.00	37,699.00
5. EOG Waivers	-0-	-0-
6. Achievement Awards	<u>5,445.00</u>	<u>9,015.00</u>
7. Total Deductions	<u>76,350.70</u>	<u>90,128.40</u>
8. Actual Tuition Receipts	<u>600,959.33</u>	<u>537,500.74</u>
9. Actual Mid-Term Cr.Hrs.	<u>25,260</u>	<u>23,213</u>
10. Tuition Received/Mid-Term Credit Hours (Line 8+9)	23.79	23.16
11. Tuition Charged/Cr.Hr.	<u>24.00</u>	<u>24.00</u>
12. Variable/Credit Hours	<u>-.21</u>	<u>-.84</u>

NET TUITION RECEIPTS AND DEDUCTIONS

Deductions from Tuition	Spring 1975	Spring 1976	Spring 1977	Spring 1978	Spring 1979	Spring 1980	Spring 1981	Spring 1982
1. Tuition Refunds	5,597.20	13,026.00	13,925.80	12,745.60	12,051.00	11,178.00	16,949.00	18,394.00
2. Employee Waivers	2,982.20	4,198.60	6,846.00	6,003.00	6,413.40	8,178.20	4,152.00	6,410.60
3. Bad Debts	529.20	526.00	135.00	3,403.67	4,632.30	(170.60)	2,279.50	6,252.86
4. Senior Citizens	3,302.00	7,669.20	17,235.00	18,738.00	23,794.00	31,920.00	33,687.00	31,334.00
5. EOG Waivers	966.40	1,635.00	1,735.50	1,133.00	2,185.60	-0-	-0-	-0-
6. Total Deductions	<u>13,377.00</u>	<u>27,054.80</u>	<u>39,877.30</u>	<u>42,023.27</u>	<u>49,076.30</u>	<u>51,105.60</u>	<u>57,067.50</u>	<u>62,391.46</u>
7. Actual Tuition Receipts	291,089.68	394,271.45	362,901.05	323,344.57	355,866.40	416,588.68	464,998.88	443,221.11
8. Actual Mid-Term Cr.Hrs.	22,394	28,108	26,645	22,970	22,051	22,562	24,612	23,959
9. Tuition Received/Mid-Term Credit Hours (Line 7+8)	13.00	14.03	13.62	14.08	16.14	18.46	18.89	18.50
10. Tuition Charged/Cr.Hr.	13.00	14.00	14.00	15.00	17.00	19.00	19.00	19.00
11. Variable/Credit Hours	-0-	+ .03	- .38	- .92	- .86	- .54	- .11	- .50

For Board Meeting
of June 25, 1984

Agenda Item E-5

EQUALIZED ASSESSED VALUATION

During past years, we have periodically distributed to the Board of Trustees a report of the equalized assessed valuation for Sauk Valley College since its inception in 1965.

It seems particularly relevant for the current year and for the next fiscal year since there are dramatic changes predicted in the farm land assessments for the next several years.

This is information only. No action is required.

Whiteside County

Real Estate - Non-Farm	\$ 207,257,369	\$ 233,970,294	\$ 257,218,018	\$ 271,963,991	\$ 257,416,149
Real Estate - Farm	93,416,906	102,428,287	112,741,364	110,243,745	110,426,412
Railroads	473,648	482,179	587,244	627,248	627,675
Assessed Valuation	<u>\$ 301,147,923</u>	<u>\$ 336,880,760</u>	<u>\$ 370,546,626</u>	<u>\$ 382,834,984</u>	<u>\$ 368,470,236</u>
Lee County					
Real Estate - Non-Farm	\$ 129,592,829	\$ 140,211,136	\$ 144,612,083	\$ 148,311,973	\$ 147,984,982
Real Estate - Farm	85,704,820	92,633,324	102,378,674	105,254,998	104,855,507
Railroads	272,793	277,684	2,443,838	315,537	303,258
Assessed Valuation	<u>\$ 215,570,442</u>	<u>\$ 233,122,144</u>	<u>\$ 249,434,595</u>	<u>\$ 253,882,508</u>	<u>\$ 253,143,747</u>
Henry County					
Real Estate - Non-Farm	\$ 44,994	\$ 545,333	\$ 576,948	\$ 576,181	\$ 592,372
Real Estate - Farm	2,656,970	2,050,590	2,321,570	2,126,234	1,870,994
Railroads	-0-	-0-	-0-	-0-	-0-
Assessed Valuation	<u>\$ 2,701,964</u>	<u>\$ 2,595,923</u>	<u>\$ 2,898,518</u>	<u>\$ 2,702,415</u>	<u>\$ 2,463,366</u>
Bureau County					
Real Estate - Non-Farm	\$ 25,215,990	\$ 27,754,475	\$ 12,826,767	\$ 13,449,126	\$ 13,068,383
Real Estate - Farm	9,595,472	11,411,446	30,358,913	26,360,549	23,745,438
Railroads	81,384	81,266	99,856	114,407	125,077
Assessed Valuation	<u>\$ 34,892,846</u>	<u>\$ 39,247,187</u>	<u>\$ 43,285,536</u>	<u>\$ 39,924,082</u>	<u>\$ 36,938,898</u>
Ogle County					
Real Estate - Non-Farm	\$ 17,599,485	\$ 19,847,464	\$ 21,984,958	\$ 23,070,126	\$ 21,529,398
Real Estate - Farm	27,430,080	30,019,029	32,889,946	33,893,244	32,946,894
Railroads	117,808	117,365	133,115	146,094	223,177
Assessed Valuation	<u>\$ 45,147,373</u>	<u>\$ 49,983,858</u>	<u>\$ 55,008,019</u>	<u>\$ 57,109,464</u>	<u>\$ 54,699,469</u>
Carroll County					
Real Estate - Non-Farm	\$ 10,555,499	\$ 14,845,769	\$ 18,504,464	\$ 18,653,821	\$ 15,276,762
Real Estate - Farm	24,243,101	27,043,917	30,348,725	30,468,704	30,090,820
Railroads	136,456	136,148	184,670	211,528	232,186
Assessed Valuation	<u>\$ 34,935,056</u>	<u>\$ 42,025,834</u>	<u>\$ 49,037,859</u>	<u>\$ 49,334,053</u>	<u>\$ 45,599,768</u>
TOTALS					
Real Estate - Non-Farm	\$ 390,266,166	\$ 437,174,471	\$ 455,723,238	\$ 476,025,218	\$ 455,868,046
Real Estate - Farm	243,047,349	265,586,593	311,039,192	308,347,474	303,936,065
Railroads	1,082,089	1,094,642	3,448,723	1,414,814	1,511,373
Assessed Valuation	<u>\$ 634,395,604</u>	<u>\$ 703,855,706</u>	<u>\$ 770,211,153</u>	<u>\$ 785,787,506</u>	<u>\$ 761,315,484</u>

Breakdown	1974	1975	1976	1977	1978
<i>Whiteside County</i>					
Real Estate	\$ 228,780,290	\$ 229,863,152	\$ 249,600,414	\$ 255,204,852	\$ 275,063,671
Personal	41,151,340	40,855,398	41,337,867	37,790,398	46,816,604
Railroad	2,246,028	2,608,059	2,082,442	1,143,469	1,241,688
<i>Assessed Valuation</i>	<u>\$ 272,177,658</u>	<u>\$ 273,326,609</u>	<u>\$ 293,020,723</u>	<u>\$ 294,138,719</u>	<u>\$ 323,121,963</u>
<i>Lee County</i>					
Real Estate	\$ 165,134,745	\$ 168,685,665	\$ 175,472,420	\$ 185,886,138	\$ 198,503,539
Personal	27,371,387	27,342,151	25,793,330	26,666,744	28,803,529
Railroad	1,780,261	1,630,695	1,250,275	1,074,409	1,114,265
<i>Assessed Valuation</i>	<u>\$ 194,286,393</u>	<u>\$ 197,658,511</u>	<u>\$ 202,516,025</u>	<u>\$ 213,627,291</u>	<u>\$ 228,421,333</u>
<i>Henry County</i>					
Real Estate	\$ 1,806,565	\$ 1,774,266	\$ 2,108,785	\$ 2,125,632	\$ 2,128,678
Personal	70,947	66,930	50,185	86,701	73,787
Railroad	-0-	-0-	-0-	-0-	-0-
<i>Assessed Valuation</i>	<u>\$ 1,877,512</u>	<u>\$ 1,841,196</u>	<u>\$ 2,158,970</u>	<u>\$ 2,212,333</u>	<u>\$ 2,202,465</u>
<i>Bureau County</i>					
Real Estate	\$ 26,470,415	\$ 26,769,590	\$ 30,574,430	\$ 30,078,060	\$ 31,005,010
Personal	2,027,565	2,129,185	1,974,570	2,126,810	2,848,410
Railroad	447,842	344,650	311,262	167,425	181,314
<i>Assessed Valuation</i>	<u>\$ 28,945,822</u>	<u>\$ 29,243,425</u>	<u>\$ 32,860,262</u>	<u>\$ 32,372,295</u>	<u>\$ 34,034,734</u>
<i>Ogle County</i>					
Real Estate	\$ 32,335,330	\$ 32,671,877	\$ 38,546,550	\$ 38,551,788	\$ 41,083,371
Personal	1,881,660	1,853,491	2,373,187	2,511,724	2,603,784
Railroad	455,995	375,267	375,246	213,198	229,965
<i>Assessed Valuation</i>	<u>\$ 34,672,985</u>	<u>\$ 34,900,635</u>	<u>\$ 41,294,983</u>	<u>\$ 41,276,710</u>	<u>\$ 43,917,120</u>
<i>Carroll County</i>					
Real Estate	\$ 23,420,875	\$ 26,437,770	\$ 30,491,860	\$ 32,362,605	\$ 33,475,660
Personal	1,241,390	1,417,755	1,219,775	1,478,495	1,582,700
Railroad	674,589	511,815	495,092	243,036	270,912
<i>Assessed Valuation</i>	<u>\$ 25,336,854</u>	<u>\$ 28,367,340</u>	<u>\$ 32,206,727</u>	<u>\$ 34,084,136</u>	<u>\$ 35,329,272</u>
<i>TOTALS</i>					
Real Estate	\$ 477,948,220	\$ 486,202,320	\$ 526,794,459	\$ 544,209,075	\$ 581,259,929
Personal	73,744,289	73,664,910	72,748,914	70,660,872	82,728,814
Railroad	5,604,715	5,470,486	4,514,317	2,841,537	3,038,144
<i>GRAND TOTALS</i>	<u>\$ 557,297,224</u>	<u>\$ 565,337,716</u>	<u>\$ 604,057,690</u>	<u>\$ 617,711,484</u>	<u>\$ 667,026,887</u>

TAX BREAKDOWN SAUK VALLEY COLLEGE

Breakdown	1965	1966	1967	1968	1969	1970	1971	1972	1973
Whiteside County									
Real Estate	\$144,794,300	\$147,312,580	\$157,441,560	\$161,876,570	\$170,646,780	\$171,019,690	\$191,380,450	\$191,692,700	\$197,073,233
Personal	47,870,640	51,955,695	54,599,800	58,504,470	62,225,940	48,087,880	45,139,020	33,754,000	37,885,163
Railroad	2,427,962	2,370,682	2,307,075	2,231,649	2,419,225	2,367,223	2,235,851	2,245,141	2,265,763
Assessed Valuation	\$195,092,902	\$201,638,957	\$214,348,435	\$222,612,689	\$235,291,945	\$221,474,793	\$238,755,321	\$227,691,841	\$237,227,756
Lee County									
Real Estate	\$ 96,959,213	\$105,593,853	\$114,434,056	\$116,417,022	\$119,324,692	\$119,605,602	\$130,955,684	\$133,595,505	\$139,613,364
Personal	37,354,175	42,086,370	42,722,270	43,962,500	44,095,940	36,160,760	31,698,761	23,550,343	23,706,563
Railroad	1,789,250	1,923,584	1,864,817	1,788,588	1,794,759	1,920,740	1,731,811	1,706,431	1,704,763
Assessed Valuation	\$136,132,638	\$149,603,807	\$159,021,143	\$162,168,110	\$165,215,391	\$157,687,102	\$164,386,256	\$158,852,279	\$165,025,134
Henry County									
Real Estate	\$ 1,485,980	\$ 1,518,410	\$ 1,620,094	\$ 1,620,095	\$ 1,620,095	\$ 1,640,159	\$ 1,802,045	\$ 1,798,348	\$ 1,799,855
Personal	311,560	360,562	428,755	388,357	390,069	357,814	183,173	68,991	70,569
Railroad	-0-	-0-	-0-	-0-	1,170	-0-	-0-	-0-	-0-
Assessed Valuation	\$ 1,797,540	\$ 1,878,972	\$ 2,048,849	\$ 2,008,452	\$ 2,011,334	\$ 1,997,973	\$ 1,985,218	\$ 1,867,339	\$ 1,870,274
Bureau County									
Real Estate	\$ 14,268,250	\$ 20,061,800	\$ 22,578,030	\$ 22,802,140	\$ 23,006,670	\$22,843,210	\$ 26,220,480	\$ 25,946,465	\$ 26,111,235
Personal	3,750,615	5,625,970	5,610,390	5,881,050	5,670,330	4,607,000	3,768,425	1,288,545	1,704,315
Railroad	319,584	485,936	461,823	451,784	441,151	424,104	408,790	419,848	433,568
Assessed Valuation	\$ 18,338,449	\$ 26,173,706	\$ 28,650,243	\$ 29,134,974	\$ 29,118,351	\$ 27,874,314	\$ 30,397,695	\$ 28,254,858	\$ 26,245,248
Ogle County									
Real Estate	\$ 18,589,230	\$ 19,042,285	\$ 20,890,210	\$ 21,038,830	\$ 21,270,070	\$ 21,334,630	\$ 26,109,120	\$ 26,145,150	\$ 27,752,540
Personal	6,466,735	6,860,000	6,718,040	6,822,210	6,993,260	5,346,060	4,089,880	1,426,240	1,443,840
Railroad	446,290	468,640	457,205	459,380	465,355	448,030	429,840	433,160	447,185
Assessed Valuation	\$ 25,502,255	\$ 26,370,925	\$ 28,065,455	\$ 28,320,420	\$ 28,728,685	\$ 27,128,720	\$ 30,628,840	\$ 28,004,550	\$ 29,646,545
TOTALS									
Real Estate	\$276,126,973	\$293,528,928	\$316,963,950	\$323,754,657	\$335,868,507	\$336,443,291	\$376,467,779	\$379,178,168	\$392,356,844
Personal	95,753,725	106,888,597	110,079,255	115,558,587	119,375,539	94,559,514	84,579,259	60,688,119	64,612,271
Railroad	4,983,086	5,248,842	5,090,920	4,931,401	5,121,660	5,160,037	4,806,292	4,804,580	4,852,312
GRAND TOTALS	\$376,863,784	\$405,666,367	\$432,134,125	\$444,244,645	\$460,365,706	\$436,162,902	\$466,153,330	\$444,670,867	\$462,012,427

Business Office

For Board Meeting
of June 25, 1984

Agenda Item E-6

APPROVAL OF TENTATIVE
FY 85 BUDGET

A tentative budget has been prepared for action by the Board. It reflects the instructional needs and the supporting services outlined in previous budget workshops held by the Board.

Some of the basic features of the budget are these:

- (A) Education and Building Operating Funds -
 - (1) Total Revenue in these funds has been estimated to be \$4,450,148 with expenditures estimated to total \$4,931,853, or a 1984-85 budgeted deficit of \$481,705.
 - (2) Tuition income has been computed at 52,500 credit hours as compared to an actual enrollment of 54,649 credit hours during the 1983-84 fiscal year.
 - (3) The operating budget contains a gross contingency of 150,000 to cover budgeted adjustment and/or any unanticipated needs.
 - (4) I have anticipated miscellaneous revenue of approximately \$30,000, which will hopefully be derived as overhead charges against grants, such as JTPA, Indochinese, and the Dixon Correctional Center.
 - (5) A departmental list of the equipment is included herewith.
- (B) Bond and Interest Fund #1 is an automatic budget proposal which requires the County Treasurer to levy funds ample to pay the outstanding bonds on our building facility.
- (C) Working Cash Fund is without tax levy and is simply submitted as an information item.
- (D) Liability, Protection, and Settlement Fund covers the items such as Worker's Compensation, Unemployment Compensation, Tort Liability, and Audit costs. These expenditures have a legislative authorized levy to cover their costs as incurred from year to year.

- (E) Building Bond Proceeds Fund is the old Site and Construction Fund, with expenditures permitted only as specifically authorized by the Board of Trustees. I have estimated expenditure items in this fund to offset the cost of the energy improvements and to protect contingency expenditures without a public hearing if authorized by the Board of Trustees.
- (F) Bookstore, Restricted Purposes Fund and Child Care Fund are restricted funds which are operated within themselves but are without tax levy authorizations and are, therefore, submitted as information items.

Approval of the tentative budget will allow it to be available for public review for the required 30 days before final adoption on August 27 or another announced date.

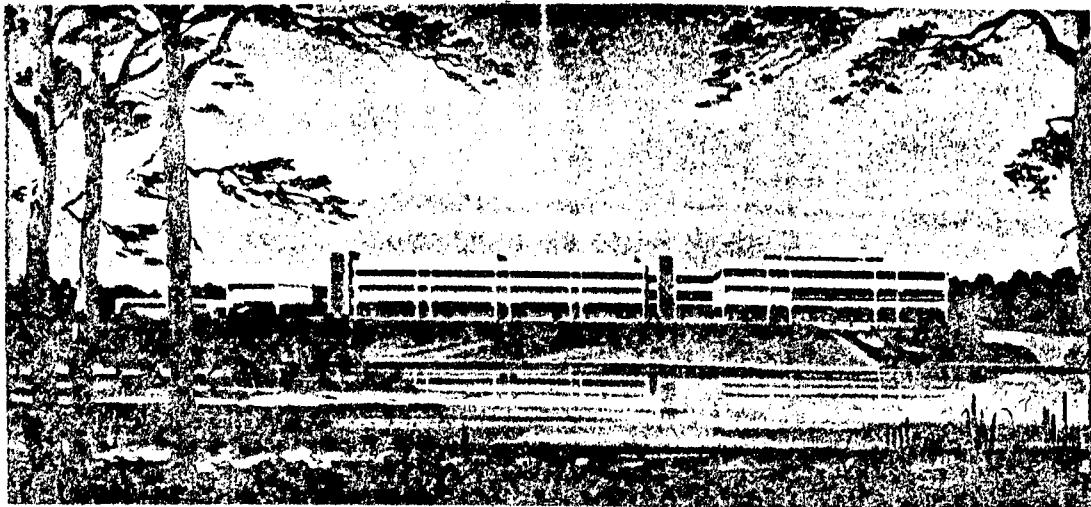
RECOMMENDATION: It is recommended that the budget as presented be approved as a tentative budget for 1983-84.

EQUIPMENT REQUESTS

1984-1985

<i>Business Division</i>	\$ 29,255
<i>Industrial Education</i>	60,458
<i>Social Science</i>	825
<i>Criminal Justice</i>	60
<i>Music</i>	1,000
<i>Math-Science</i>	7,000
<i>Med. Lab.</i>	4,700
<i>Rad. Tech.</i>	3,900
<i>Academic Skills</i>	150
<i>Public Relations/Faculty Ofc.</i>	2,300
<i>Learning Resource Center</i>	9,528*
<i>Student Services/</i> <i>Financial Aids</i>	1,320
<i>Business Office</i>	920
<i>Data Processing</i>	<u>48,750</u>
	\$170,166
<i>Building Fund</i>	<u>17,756</u>
	<u><u>\$187,922</u></u>

* This may be covered by a Grant.



**TENTATIVE BUDGET
1984 - 1985**



SAUK VALLEY COLLEGE

**ROUTE 5
DIXON, IL 61021**

SAUK VALLEY COLLEGE

EDUCATION FUND

PART I: ESTIMATED REVENUE 1984-85

100-000-400 EDUCATION FUND

100-000-410 Local Governmental Sources

100-000-411.01 - 1983 Taxes $\frac{1}{2}(761,315,449 @ 12\%)$	456,789
100-000-411.02 - 1984 Taxes $\frac{1}{2}(735,000,000 @ 12\%)$	441,000
100-000-414 - Charge-Back Revenue	12,000
	\$ 909,789

100-000-420 State Governmental Sources

100-000-421 - State Apportionment

Based on FY '83 enrollment - 59,087 hrs. 1,375,540 1,375,540

100-000-423 - Vocational Technical Education

<i>100-000-423.01.1 - Regular Reimbursement</i>	<i>118,000</i>
<i>100-000-423.01.2 - Equipment Reimbursement</i>	<i>50,000</i>
	<i>168,000</i>

100-000-427 - Replacement of Corporate

Personal Property Tax (\$142,275) 87,074 87,074

100-000-429 - State Work Study

100-000-431	- Federal Work Study	170,658
100-000-439	- Other Federal	2,000
		172,658

100-000-440 Student Tuition and Fees

100-000-441.01 - Summer 1984	(5,500)	138,875
100-000-441.02 - Fall 1984	(23,900)	603,475
100-000-441.03 - Spring 1985	(23,100)	<u>589,050</u>
		1,331,400
100-000-442.01 - Graduation Fees		1,000
100-000-442.04 - Transcript Fees		1,100
100-000-442.05 - Laboratory Fees		32,500
100-000-442.09 - Public Services Income		14,900
		49,500

100-000-460 Rental of Facilities

=0= : : : =0=

100-000-470 Interest on Investments

75,000 75,000

100-000-499 Other Revenue

30,000 30,000

TOTAL EDUCATION FUND REVENUE

\$ 4,198,962

SAUK VALLEY COLLEGE

EDUCATION FUND

PART II: ESTIMATED EXPENDITURES 1984-85

110-000-000 INSTRUCTION \$ 2,245,821

110-100-000 DIVISION OF BUSINESS

110-100-513.01 - Salaries - Full Time	\$ 153,066
110-100-518.01 - Student Employees -	
(Federal)	6,700
110-100-534 - Contractual Services	11,045
110-100-541.02 - General Materials & Supplies	8,575
110-100-550 - Conference & Meeting Expense	-0-
	179,386

110-117-000 FOOD SERVICES

110-117-534 - Contractual Services	200
110-117-541.02 - General Materials & Supplies	425
110-117-550 - Conference & Meeting Expense	125
	750

110-200-000 DIVISION OF AGRICULTURE

110-200-541.02 - General Materials & Supplies	400
	400

110-300-000 DIVISION OF INDUSTRIAL EDUCATION

110-300-513.01 - Salaries - Full Time	126,632
110-300-518.01 - Student Employees -	
(Federal)	5,479
110-300-534 - Contractual Services	7,950
110-300-541.02 - General Materials & Supplies	14,190
110-300-550 - Conference & Meeting Expense	-0-
	154,251

110-310-000 COSMETOLOGY

110-310-538 - Contractual Services	54,000
110-310-541.02 - General Materials & Supplies	100
110-310-550 - Conference & Meeting Expense	175
	54,275

110-316-000 HUMAN SERVICES

110-316-534 - Contractual Services	-0-
110-316-541.02 - General Materials & Supplies	850
110-316-550 - Conference & Meeting Expense	150
	1,000

110-400-000 DIVISION OF SOCIAL SCIENCE

110-400-513.01 - Salaries - Full Time	121,706
110-400-541.02 - General Materials & Supplies	3,050
110-400-550 - Conference & Meeting Expense	-0-
	124,756

110-410-000 E.M.T.

110-410-534	- Contractual Services	1,650
110-410-541.02	- General Materials & Supplies	200
110-410-550	- Conference & Meeting Expense	<u>100</u>
		1,950

110-418-000 CRIMINAL JUSTICE

110-418-513-01	- Salaries - Full Time	45,549
110-418-534	- Contractual Services	600
110-418-541.02	- General Materials & Supplies	1,690
110-418-550	- Conference & Meeting Expense	<u>525</u>
		48,364

110-419-000 LIBRARY TECHNOLOGY

110-419-541.02	- General Materials & Supplies	<u>100</u>	100
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110-500-000 DIVISION OF HUMANITIES

110-500-513.01	- Salaries - Full Time		
	(Humanities)	225,564	
110-500-534	- Contractual Services		
	(Humanities)	350	
110-500-541.02	- General Materials & Supplies		
	(Humanities)	3,825	
110-500-550	- Conference & Meeting Expense		
	(Humanities)	<u>-0-</u>	
		229,739	
110-511-513.01	- Salaries - Full Time	(Art)	23,838
110-511-534	- Contractual Services	(Art)	-0-
110-511-541.02	- General Materials & Supplies	(Art)	600
110-511-550	- Conference & Meeting Expense	(Art)	<u>-0-</u>
		24,438	
110-512-513-01	- Salaries - Full Time	(Music)	47,676
110-512-534	- Contractual Services	(Music)	1,200
110-512-541.02	- General Materials & Supplies	(Music)	1,450
110-512-550	- Conference & Meeting Expense	(Music)	<u>100</u>
		50,426	

110-600-000 DIVISION OF MATH SCIENCE

110-600-513.01	- Salaries - Full Time	175,946
110-600-518.01	- Student Employees -	
	(Federal)	6,300
110-600-534	- Contractual Services	1,000
110-600-541.02	- General Materials & Supplies	10,850
110-600-550	- Conference & Meeting Expense	<u>-0-</u>
		194,096

110-711-000 MED. LAB. TECHNOLOGY

110-711-513.01	- Salaries - Full Time	45,683
110-711-534	- Contractual Services	1,500
110-711-541.02	- General Materials & Supplies	12,390
110-711-550	- Conference & Meeting Expense	<u>820</u>
		60,393

110-712-000 AD NURSING

110-712-513.01	- Salaries - Full Time	89,581
110-712-516	- Salaries - Office Staff	10,455
110-712-534	- Contractual Services	404
110-712-541.02	- General Materials & Supplies	4,005
110-712-550	- Conference & Meeting Expense	<u>800</u>
		105,245

110-713-000 LP NURSING

110-713-513-01	- Salaries - Full Time	59,634
110-713-534	- Contractual Services	250
110-713-541.02	- General Materials & Supplies	3,175
110-713-550	- Conference & Meeting Expense	<u>450</u>
		63,509

110-714-000 RADIOLOGIC TECHNOLOGY

110-714-513-01	- Salaries - Full Time	25,625
110-714-534	- Contractual Services	3,012
110-714-541.02	- General Materials & Supplies	2,615
110-714-550	- Conference & Meeting Expense	<u>1,620</u>
		32,872

110-715-000 DIVISION OF PHYSICAL EDUCATION

110-715-513.01	- Salaries - Full Time	43,263
110-715-534	- Contractual Services	1,500
110-715-541.02	- General Materials & Supplies	800
110-715-550	- Conference & Meeting Expense	<u>300</u>
		45,863

110-716-000 NURSING ASSISTANT

110-716-534	- Contractual Services	200
110-716-541.02	- General Materials & Supplies	350
110-716-550	- Conference & Meeting Expense	<u>100</u>
		650

110-800-000INFORMATION OFFICE & REPRODUCTION ROOM

110-800-516	- Salaries - Secretarial	37,285
110-800-518.01	- Student Employees - Federal (Faculty Ofc.)	13,000
110-800-518.01-1	- Student Employees - Federal (Workroom)	7,250
110-800-534	- Contractual (Workroom)	5,300
110-800-537	- Contractual (UNALLOCATED)	1,800
110-800-542	- General Materials & Supplies (Workroom)	1,000
110-800-541.02	- General Materials & Supplies (Faculty Ofc.)	900
110-800-541.03	- General Materials & Supplies (Institutional Committees)	300
		66,835

110-810-000PUBLIC INFORMATION

110-810-511	- Salaries - Administrative	30,984
110-810-516	- Salaries - Secretarial	2,000
110-810-547	- General Materials & Supplies	73,300
110-810-550	- Conference & Meeting Expense	1,000
		107,284

110-811-000ASS'T DEAN OF ARTS AND SOCIAL SCIENCES

110-811-511	- Salaries - Administrative	31,491
110-811-513.02	- Salaries - Instructional (Part-time)	36,350
110-811-513.03	- Salaries - Instructional (Summer Session)	43,000
110-811-516	- Salaries - Secretarial	11,749
110-811-518.01	- Salaries - Student Employees (Federal)	1,340
110-811-541.01	- General Materials & Supplies	900
110-811-550	- Conference & Meeting Expense	1,550
		126,380

110-812-000ASS'T DEAN OF BUSINESS & TECHNOLOGY

110-812-511	- Salaries - Administrative	33,149
110-812-513.02	- Salaries - Instructional (Part-time)	96,300
110-812-513.03	- Salaries - Instructional (Summer Session)	54,200
110-812-516	- Salaries - Secretarial	13,573
110-812-541.01	- General Materials & Supplies	1,000
110-812-550	- Conference & Meeting Expense	1,900
		200,122

110-813-000 ASS'T DEAN OF COMMUNITY & EXTENSION SERVICES

110-813-511	- Salaries - Administrative	30,386
110-813-513.02	- Instructional Salaries	100,000
110-813-513.03	- Community Services Coordinators	4,000
110-813-516	- Salaries - Secretarial	11,954
110-813-518.01	- Salaries - Student Employees (Federal)	2,512
110-813-534	- Contractual Services	4,000
110-813-541.02	- General Materials & Supplies	3,000
110-813-550	- Conference & Meeting Expense	<u>2,000</u>
		157,852

110-814-000 DIRECTOR OF HEALTH & NATURAL SERVICES

110-814-511	- Salaries - Administrative	30,000
110-814-513.02	- Salaries - Instructional (Part-time)	47,195
110-814-513.03	- Salaries - Instructional (Summer Session)	14,608
110-814-518.01	- Salaries - Student Employees (Federal)	5,360
110-814-534	- Contractual Services	200
110-814-541.01	- General Materials & Supplies	800
110-814-550	- Conference & Meeting Expense	<u>1,300</u>
		99,463

110-815-000 ACADEMIC SKILLS CENTER

110-815-513.01	- Salaries - Full Time	46,915
110-815-518.01	- Salaries - Student Employees (Federal)	6,807
110-815-534	- Contractual Services	500
110-815-541.02	- General Materials & Supplies	2,000
110-815-550	- Conference & Meeting Expense	<u>-0-</u>
		56,222

110-818-000 DEAN OF INSTRUCTION

110-818-511	- Salaries - Administrative	39,153
110-818-516	- Salaries - Secretarial	15,047
110-818-518	- Student Tutors	2,000
110-818-534	- Contractual Services	-0-
110-818-541.01	- General Materials & Supplies	2,000
110-818-550	- Conference & Meeting Expense	<u>1,000</u>
		59,200

<u>120-000-000</u>	<u>ACADEMIC SUPPORT (Learning Resource Center)</u>	<u>\$ 161,224</u>
120-000-515	- Salaries - Professional	73,956
120-000-516	- Salaries - Secretarial	22,843
120-000-518.01	- Salaries - Student Employees (Federal)	12,809
120-000-534	- Contractual Services	4,500
120-000-541.01	- Xerox Supplies	2,000
120-000-541.03	- Library Supplies	12,040
120-000-544.01	- Audio Visual Supplies	7,350
120-000-545	- Library Books	25,000
120-000-550	- Conference & Meeting Expense	<u>726</u> <u>161,224</u>
<u>130-000-000</u>	<u>STUDENT SERVICES AND AIDS</u>	<u>\$ 357,375</u>
<u>131-000-000</u>	<u>Admissions and Records</u>	
131-000-511	- Salaries - Administrative	29,889
131-000-516	- Salaries - Secretarial	46,996
131-000-518.01	- Salaries - Student Employees (Federal)	10,958
131-000-534	- Contractual Services	2,225
131-000-541.01	- General Materials & Supplies	6,800
131-000-550	- Conference & Meeting Expense	<u>750</u> <u>97,618</u>
<u>132-000-000</u>	<u>Counseling and Testing</u>	
132-000-515	- Salaries - Professional	59,900
132-000-516	- Salaries - Secretarial	<u>11,749</u> <u>71,649</u>
<u>133-000-541.01</u>	<u>Health Services - Materials</u>	<u>300</u> <u>300</u>
<u>134-000-000</u>	<u>Financial Aids</u>	
134-000-511	- Salaries - Administrative	30,773
134-000-516	- Salaries - Secretarial	<u>22,373</u> <u>53,146</u>
<u>138-000-000</u>	<u>Administration of Student Services & Aids</u>	
138-000-511	- Salaries - Administrative	37,015
138-000-516	- Salaries - Secretarial	14,977
138-000-518.01	- Salaries - Student Employees (Federal)	45,100
138-000-519	- Other Salaries (Coaching)	11,850
138-000-534	- Contractual Services	800
138-000-541.01	- General Materials & Supplies	12,800
138-000-549	- Commencement	6,000
138-000-554	- Student Recruitment	1,500
138-000-550	- Conference & Meeting Expense	<u>4,620</u> <u>134,662</u>

<u>140-000-000</u>	<u>PUBLIC SERVICES</u>	<u>\$ 14,900</u>
140-000-514.02	- Salaries	4,600
140-000-534	- Contractual Services	2,800
140-000-541.02	- General Materials & Supplies	<u>7,500</u>
		14,900
<u>170-000-000</u>	<u>OPERATION AND MAINTENANCE OF PLANT</u>	<u>\$ 642,428</u>
171-000-517	- Salaries - Services Staff	321,672
171-000-518.01	- Salaries - Student Employees (Federal)	82,000
171-000-534	- Contractual Services	42,500
171-000-587	- Equipment	17,756
176-000-571	- Gas	147,500
176-000-575	- Telephone	<u>31,000</u>
		642,428
<u>181-000-000</u>	<u>GENERAL ADMINISTRATION</u>	<u>\$ 233,542</u>
<u>181-000-000</u>	<u>President's Office</u>	
181-000-511	- Salaries - Administrative	53,192
181-000-516	- Salaries - Secretarial	17,228
181-000-518.01	- Salaries - Student Employees (Federal)	3,484
181-000-534	- Contractual Services	1,000
181-000-541.01	- General Materials & Supplies	2,500
181-000-550	- Conference & Meeting Expense	2,500
181-000-556	- Special Affairs	2,500
181-000-559	- Other Conf. & Meeting Expense	<u>5,000</u>
		87,404
<u>182-000-000</u>	<u>Business Office</u>	
182-000-511	- Salaries - Administrative	43,620
182-000-512	- Salaries - Professional	20,000
182-000-516	- Salaries - Secretarial	66,968
182-000-518.01	- Salaries - Student Employees (Federal)	-0-
182-000-534	- Contractual Services	5,500
182-000-541.01	- General Materials & Supplies	7,500
182-000-550	- Conference & Meeting Expense	<u>2,550</u>
		146,138

190-000-000 INSTITUTIONAL SUPPORT \$ 955,413

191-000-000 Board of Trustees

191-000-535	- Contractual - Legal	10,000
191-000-549	- Other General Supplies (Election)	2,000
191-000-550	- Conference & Meeting Expense	<u>3,000</u>
		15,000

192-000-000 Institutional Support Expense

192-000-516	- Salaries - Secretarial	11,928
192-000-518.01	- Salaries - Student Employees (Federal)	3,685
192-000-518.03	- Salaries - Student Employees (Federal) (Contingency)	4,448
192-000-521	- Group Medical & Life Insurance	250,200
192-000-529	- Tuition Reimbursement	5,500
192-000-537	- UNALLOCATED Contractual	2,400
192-000-539	- In-Service-Training	2,500
192-000-541.02	- Supplies (FACULTY ASSOCIATION)	200
192-000-544.02	- Postage	40,000
192-000-546	- Publications/Dues	11,000
192-000-547	- Advertising	500
192-000-554	- Recruitment	<u>2,500</u>
		334,861

192-000-560 Fixed Charges

192-000-565	- General Insurance	<u>17,500</u>	17,500
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192-000-580 Capital Outlay

192-000-585	- Equipment	<u>170,166</u>	170,166
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193-000-000 Affirmative Action

193-000-534	- Contractual Services	300
193-000-541.02	- General Materials & Supplies	100
193-000-550	- Conference & Meeting Expense	<u>300</u>
		700

194-000-000 Institutional Research

194-000-541.01	- General Materials & Supplies	<u>1,300</u>	1,300
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195-000-000 Data Processing Services

195-000-511	- Salaries - Administrative	56,962
195-000-518.01	- Salaries - Student Employees (Federal)	6,365
195-000-534	- Contractual Services	32,100
195-000-541.01	- General Materials & Supplies	8,100
195-000-550	- Conference & Meeting Expense	1,500
195-000-562	- Rental of Computer Equipment	<u>117,250</u>
		222,277

196-000-000 Planning & Development

196-000-511	- Salaries - Administrative	30,443
196-000-516	- Salaries - Secretarial	11,016
196-000-534	- Contractual Services	300
196-000-541.02	- General Materials & Supplies	1,000
196-000-550	- Conference & Meeting Expense	850
		<u>43,609</u>
<u>196-000-593</u>	<u>Tuition Charge Back</u>	<u>25,000</u>
<u>199-000-600</u>	<u>Provision for Contingencies</u>	<u>125,000</u>
<u>TOTAL BUDGET EDUCATION FUND</u>		<u>\$ 4,610,703</u>

PART III: BUDGET SUMMARY

Balance on Hand July 1, 1984

Revenue

Less Expenditures

Excess of Revenue over Expenditures

Estimated balance on hand June 30, 1985

SAUK VALLEY COLLEGE

OPERATIONS, BUILDING AND MAINTENANCE FUND

PART I: ESTIMATED REVENUE 1984-85

200-000-400 OPERATIONS, BUILDING AND MAINTENANCE FUND

200-000-410 Local Governmental Sources

200-000-411.01 - 1983 Taxes $\frac{1}{2}(761,315,449 @ 3\%)$	117,868
200-000-411.02 - 1984 Taxes $\frac{1}{2}(735,000,000 @ 3\%)$	<u>110,250</u>
	228,118

200-000-420 State Governmental Sources

200-000-427 - Replacement of Corporate Personal Property Tax (\$142,275)	<u>21,768</u>	21,768
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200-000-470 Interest on Investment 100 100

200-000-499 Miscellaneous Revenue 1,200 1,200

TOTAL OPERATIONS, BUILDING AND MAINTENANCE FUND \$ 251,186

SAUK VALLEY COLLEGE

OPERATIONS, BUILDING AND MAINTENANCE FUND

PART II: ESTIMATED EXPENDITURES 1984-85

200-000-000 OPERATIONS, BUILDING AND MAINTENANCE FUND

270-000-000 Operation and Maintenance of Plant

270-000-541.04	- General Materials & Supplies	\$ 58,000	
270-000-550	- Conference & Meeting Expense	<u>2,550</u>	\$ 60,550
276-000-573	- Electricity	<u>234,600</u>	234,600

290-000-000 Institutional Support

292-000-560 Fixed Charges

292-000-561	- Rental	<u>1,000</u>	1,000
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299-000-600	Provision for Contingencies	<u>25,000</u>	<u>25,000</u>
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TOTAL BUDGET OPERATIONS, BUILDING AND MAINTENANCE FUND \$ 321,150

PART III: BUDGET SUMMARY

Balance on hand July 1, 1984

Revenue

Less Expenditures

Excess of Revenue over Expenditures

Estimated balance on hand June 30, 1985

SAUK VALLEY COLLEGE

BOND AND INTEREST FUND #1 (BUILDING)

PART I: ESTIMATED REVENUE 1984-85

400-000-410 Local Governmental Sources

400-000-411-01	- 1983 Taxes		
	$\frac{1}{2}(761,315,449 @ .0306)$	\$ 116,481	
400-000-411-02	- 1984 Taxes		
	$\frac{1}{2}(735,000,000 @ .0311)$	<u>114,461</u>	\$ 230,942

400-000-420 State Governmental Sources

400-000-427	- Personal Property Tax Replacement	<u>33,433</u>	33,433
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400-000-470 Other Sources

400-000-470	- Interest on Investments	<u>15,000</u>	<u>15,000</u>
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TOTAL BOND AND INTEREST FUND #1 REVENUE \$ 279,375

PART II: ESTIMATED EXPENDITURES 1984-85

INSTITUTIONAL SUPPORT

490-000-560 Fixed Charges

490-000-563	- Debt Principal Retirement	\$ 250,000	
490-000-564	- Interest	13,875	
490-000-569	- Other Fixed Charges	<u>500</u>	<u>\$ 264,375</u>

TOTAL BOND AND INTEREST FUND #1 EXPENDITURES \$ 264,375

PART III: BUDGET SUMMARY

Balance on hand July 1, 1984

Revenue	\$ 279,375
Less Expenditures	<u>264,375</u>

Excess of Revenue over Expenditures 15,000

Estimated balance on hand June 30, 1985

SAUK VALLEY COLLEGE

WORKING CASH FUND

PART I: ESTIMATED REVENUE 1984-85

700-000-470 Other Sources

700-000-470	Investment Income	<u>\$ 70,000</u>	<u>\$ 70,000</u>
TOTAL WORKING CASH FUND REVENUE			<u>\$ 70,000</u>

PART II: ESTIMATED EXPENDITURES 1984-85

790-000-500 Institutional Support

790-000-569	Miscellaneous Expense	<u>1,000</u>	<u>\$ 1,000</u>
TOTAL WORKING CASH FUND EXPENDITURES			<u>\$ 1,000</u>

PART III: BUDGET SUMMARY

Balance on hand July 1, 1984

Revenue	<u>\$ 70,000</u>
Less Expenditures	<u>1,000</u>

Excess of Revenue over Expenditures 69,000

Estimated balance on hand June 30, 1985

SAUK VALLEY COLLEGE

LIABILITY, PROTECTION, AND SETTLEMENT FUND

PART I: ESTIMATED REVENUE 1984-85

1200-000-410 Local Governmental Sources

1200-000-411-01 - 1983 Taxes $\frac{1}{2}(761,315,449 @ .0091)$	34,640
1200-000-411-02 - 1984 Taxes $\frac{1}{2}(735,000,000 @ .0070)$	<u>25,725</u>
	<u>\$ 60,365</u>

TOTAL LIABILITY, PROTECTION, AND SETTLEMENT FUND

\$ 60,365

PART II: ESTIMATED EXPENDITURES 1984-85

1292-000-000 Institutional Support

1292-000-523 - Worker's Compensation	14,000
1292-000-526 - Unemployment Compensation	18,000
1292-000-527 - Tort Liability Insurance	<u>14,000</u>
	46,000
1292-000-531 - Audit Costs	<u>12,000</u>
	<u>12,000</u>

TOTAL LIABILITY, PROTECTION, AND SETTLEMENT FUND

\$ 58,000

PART III: BUDGET SUMMARY

Balance on hand July 1, 1984

Revenue	\$ 60,365
Less Expenditures	<u>58,000</u>

Excess of Revenue over Expenditures 2,365

Estimated Balance on hand June 30, 1985

SAUK VALLEY COLLEGE

BUILDING BOND PROCEEDS FUND

PART I: ESTIMATED REVENUE 1984-85

1300-000-430 Federal Governmental Sources

1300-000-439 - Federal Grants and Contributions	\$ 47,000
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1300-000-470 Investment Income	<u>75,000</u>
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TOTAL BUILDING BOND PROCEEDS FUND	<u>\$ 122,000</u>
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PART II: ESTIMATED EXPENDITURES 1984-85

INSTITUTIONAL SUPPORT

1390-000-580 Capital Outlay

1390-000-582 Site Improvement	15,000
1390-000-584 Building Improvements	220,000
1390-000-586 Equipment - Instructional	5,000
1390-000-587 Equipment - Service	5,000
1390-000-589 Other Capital Outlay	<u>5,000</u>
	<u>\$ 250,000</u>

TOTAL BUILDING BOND PROCEEDS FUND	<u>\$ 250,000</u>
---	-------------------

PART III: BUDGET SUMMARY

Balance on hand July 1, 1984

Revenue	\$ 122,000
Less Expenditures	<u>250,000</u>

Excess of Revenue over Expenditures (\$ 128,000)

Estimated balance on hand June 30, 1985

SAUK VALLEY COLLEGE BOOKSTORE

Budget for 1984-85

PART I: REVENUE

SALES:

Textbooks	\$ 275,000
Supplies	37,500
Miscellaneous	25,400
Paperbacks	8,400
Used Books	30,600
Other Income	6,100
Sales Tax Collected	<u>18,600</u>
	\$ 401,600

Less Cost of Sales:

Textbooks	220,000
Supplies	26,320
Miscellaneous	19,050
Paperbacks	5,700
Used Books	22,950
Sales Tax Paid	<u>18,300</u>
	<u>312,320</u>

ESTIMATED GROSS PROFIT \$ 89,280

PART II: EXPENDITURES

Salaries & Wages	33,000
Employee Benefits	900
Transportation	8,000
Equipment	3,000
Supplies	3,000
Travel	1,600
Telephone	400
Dues & Subscriptions	400
Other Expenses	<u>1,500</u>
	<u>51,800</u>

EXCESS REVENUE OVER EXPENDITURES \$ 37,480

PART III: Budget Summary

Fund Equity July 1, 1984

Revenue

Less Expenditures

Excess Revenue over Expenditures

Estimated Fund Equity, June 30, 1985 . . .

RESTRICTED PURPOSES FUND

PART I: ESTIMATED REVENUE

	<u>1983-84</u>	<u>1984-85</u>
<u>#201 Comprehensive Income</u>	\$ 59,200	\$ 53,500
<u>Income from Admissions to Student Activities</u>		
#202 Athletics	600	600
#203 Drama and Readers		
Theatre	900	---
#204 Cultural Events	3,000	3,000
#205 Newspaper	300	---
	<u>4,800</u>	<u>3,600</u>
<u>TOTAL ESTIMATED REVENUE</u>	<u>\$ 64,000</u>	<u>\$ 57,100</u>

RESTRICTED PURPOSES FUND

PART II: ESTIMATED EXPENDITURES

	<u>1983-84</u>	<u>1984-85</u>
#251 - Athletics (Tennis)		
#252 - Athletics (Basketball)		
#253 - Athletics (Golf)		
#254A - Athletics (Soccer)		
#254B - Athletics (Baseball)		
 <u>Athletics</u>		
Officials	3,700	2,300
Travel	6,550	4,400
Meals and Hotel	4,955	4,620
Awards	490	520
Insurance	1,300	1,300
Banquet	325	325
Dues and Fees	<u>895</u>	<u>625</u>
	18,215	14,090
 <u>Rentals</u>		
Baseball	275	-0-
Golf	400	425
Tennis	<u>200</u>	<u>200</u>
	875	625
 <u>Supplies and Cleaning</u>		
Basketball	150	---
Baseball	400	---
Golf	425	625
Tennis	485	510
Soccer	<u>100</u>	<u>900</u>
	1,560	2,035
 <u>Equipment</u>	<u>-0-</u>	<u>450</u>
	-0-	450
 <u>Miscellaneous</u>		
Scouting	175	200
Basketball Clinic	<u>175</u>	<u>175</u>
	350	375

1983-84

1984-85

#256 - Cheerleaders and Pom Pon

<i>Jr. High Cheerleaders Clinic</i>	150	
<i>Travel and Meals</i>	476	
<i>Uniforms and Supplies</i>	<u>224</u>	
		850
		850

#257 - Speech Activities

Readers Theatre

<i>Supplies</i>	150	
<i>Sets and Costumes</i>	400	
<i>Publicity</i>	<u>50</u>	
		600

Tournaments

<i>Dues and Fees</i>	350	
<i>Royalties</i>	20	
<i>Transportation</i>	930	
<i>Meals</i>	900	
<i>Lodging</i>	<u>900</u>	
		3,100
		1,000

#258 - Drama

<i>Royalties</i>	550	
<i>Publicity</i>	200	
<i>Sets and Costumes</i>	1,050	
<i>Rentals</i>	100	
<i>Equipment</i>	250	
<i>Supplies</i>	350	
<i>Summer Theatre</i>	<u>300</u>	
		2,800
		1,000

#259 - Music

<i>Travel</i>	1,500	
<i>Meals</i>	600	
<i>Cleaning and Misc.</i>	100	
<i>Workshop Travel</i>	220	
<i>Tailoring</i>	210	
<i>Madrigal Dinner</i>	<u>1,170</u>	
		3,800
		3,900

	<u>1983-84</u>	<u>1984-85</u>
<u>#260 - Student Activities</u>		
Special Programming Reserve	-0-	1,980
Entertainment &		
License Fees	350	600
Supplies	725	1,200
Equipment	100	400
Xerox & Workroom	75	600
Miscellaneous	100	200
Pow Wow Day	1,500	1,500
Concer-Lecture Series		
Promotions	4,150	4,500
Entertainment/Promotions	<u>3,000</u>	<u>4,000</u>
	10,000	14,980
<u>#262 - Student Newspaper</u>	<u>3,300</u>	<u>1,000</u>
	3,300	1,000
<u>#264 - Student Senate</u>		
Supplies	600	
Leadership	1,200	
Membership Fees	<u>200</u>	
	2,000	2,800
<u>#266 - Women's Intercollegiate Athletics</u>		
<u>Athletics</u>		
Officials	2,930	1,780
Travel	3,880	3,575
Meals and Lodging	2,550	3,090
Insurance	1,175	900
Dues and Fees	925	705
Awards	510	370
Banquet	300	325
Rentals	<u>50</u>	<u>50</u>
	12,320	10,795
<u>Supplies</u>		
First Aid	375	325
Tennis	130	410
Softball	200	-0-
Uniforms	100	-0-
Basketball	-0-	150
Volleyball	<u>-0-</u>	<u>150</u>
	805	1,035

	<u>1983-84</u>	<u>1984-85</u>
<u>#266 - Women's Intercolligate</u> <u>Athletics - continued</u>		
<u>Equipment</u>	<u>700</u>	<u>700</u>
	700	300
<u>Scouting</u>	<u>175</u>	<u>200</u>
	175	200
<u>Sectionals</u>	<u>200</u>	<u>115</u>
	200	115
<u>#268 - Intramurals - Coed</u>		
<u>Supplies</u>	<u>50</u>	<u>50</u>
	50	50
<u>#270 - Clubs</u>	<u>500</u>	<u>500</u>
	500	500
<u>#271 - Film Commission</u>	<u>1,600</u>	<u>800</u>
	1,600	800
<u>#299 - Non-Budgeted Contingencies</u>	<u>200</u>	<u>200</u>
	200	200
	<u><u>\$64,000</u></u>	<u><u>\$57,100</u></u>

PART III: BUDGET SUMMARY

Balance on hand July 1, 1984

<i>Revenue</i>	<i>\$ 57,100</i>
<i>Less Expenditures</i>	<i><u>57,100</u></i>

Excess of Revenue over Expenditures

-0-

Estimated balance on hand June 30, 1985

SAUK VALLEY COLLEGE

CHILD CARE CENTER

1984-85

PART I: ESTIMATED REVENUE

Fees	\$ 18,750
Insurance	<u>250</u>
TOTAL REVENUE	<u>\$ 19,000</u>

PART II: ESTIMATED EXPENDITURES

Salaries	\$ 17,150
Insurance	250
Supplies	1,400
Travel	<u>200</u>
TOTAL EXPENDITURES	<u>\$ 19,000</u>

PART III: BUDGET SUMMARY

Balance on hand July 1, 1984

Revenue	\$ 19,000
Less Expenditures	<u>19,000</u>

Excess of Revenue over Expenditures

-0-

Estimated balance on hand June 30, 1985 . . .

For Board Meeting
of June 25, 1984

Agenda Item E-7

APPROVAL OF WORKING
CASH RESOLUTION

In each fiscal year an enabling resolution is needed to permit the college Treasurer to transfer Working Cash funds to the respective operating funds to cover anticipated needs of the year.

The attached resolution is provided for that purpose for FY 85.

RECOMMENDATION: That the resolution for 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 Fund 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 \$2,524,314

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 - \$1,149,314

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 '85 State Apportionment approximately \$1,375,000

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 \$408,000

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 sums to the Funds indicated in anticipation of the collection of taxes levied to be received, to-wit:

Education Fund (90% tax + State Aid)	\$ 1,789,220
Building and Maintenance Fund (90% tax)	\$ 212,625

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 _____ day of _____

AYES

NAYS

For Board Meeting
of June 25, 1984

Agenda Item E-8

ACCEPTANCE OF BIDS FOR
LIQUIDATION OF KITCHEN EQUIPMENT

Attached is a report from Mr. Edison outlining the steps taken to secure bids on the excess kitchen equipment we decided to liquidate. Bids have been received from eleven individuals and organizations for parts or all of the equipment.

As noted in the (E) section of the memorandum, we have 8 bids which can be combined to generate \$25,458.

RECOMMENDATION: It is recommended that the Dean of Business Services be authorized to sell this equipment in accordance with the bids submitted and the regulations contained in the bidding documents.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 6-20-84

MORANDUM

Dr. Hal Garner

M: Robert Edison

In order to advertise the sale of the kitchen equipment we have followed the procedure as indicated below:

- (A) Sent notices of the availability of this equipment to approximately 70 vendors and brokers of restaurant equipment. This list was predominantly from Chicago and/or the suburbs, as well as Peoria and the Quad Cities. In addition we notified all persons that were mentioned as possibilities by other individuals and contacted several dealers and/or restaurant owners in the local area.
- (B) I prepared bid sheets and instructions with the detail listing of the equipment and advertised the equipment for sale in the Dixon and Sterling papers on May 29, 1984.
- (C) In addition to running this ad I then sent the list of the equipment available and all instructions for bidding to all individuals, brokers, and/or restaurant owners that had indicated an interest in the purchase of this equipment. I also called local individuals that had indicated an interest and sent them the same data.
- (D) Bids were accepted and opened on June 14, 1984, with bids having been received from 11 individuals and/or organizations, with 2 organizations having submitted bids for the entire list in the amounts of \$3,500 and \$16,025.
- (E) By dividing the bids submitted into individual items we did arrive at a total bid price of \$26,458 to be derived from 8 different individuals and/or organizations. This process would sell each item to the highest bidder without grouping any items for bulk sale.

Based upon the foregoing I would like to recommend Board approval to dispose of this equipment in accordance with the bids submitted and the regulations contained in the bidding documents.

RE:fsb

For Board Meeting
of June 25, 1984

Agenda Item E-9

AUTHORIZATION TO PURCHASE
TRAINING SERVICES FOR
CENTER FOR BUSINESS AND
ECONOMIC DEVELOPMENT

An integral part of the program and services of the Center for Business and Economic Development is provision of a resource center for training programs and materials for area business and industry. We are currently at the point where financial commitments for resources must be made for next year and to the extent possible, out of this year's grant funding for the Center which expires June 30, 1984.

We are currently investigating and consulting with the following sources of training materials and resources:

American Management Association
Extension Institute

Institute for Management Improvement
- Thoughtware Program

McGraw Hill Training Systems

Zenger/Miller Management Training
and Development

Authorization is requested for the administration to make purchases of training materials and resources within the guidelines and available funds from the supporting grant for the Center. The estimated expenditures are between \$12,000 and \$15,000.

RECOMMENDATION: That the administration be authorized to purchase training resources to be funded within the appropriations of the grant and used through the Center for Business and Economic Development.

For Board Meeting
of June 25, 1984

Agenda Item E-10

AUTHORIZATION TO SEEK BIDS

We regularly have an analysis made of our parking lots and roadways in order to provide timely maintenance. Attached is our current survey with recommendations for repairs for this fiscal year.

We have also requested Wendler and Associates to provide a study of the long-range needs of the parking lots and roadways. This will address major needs such as resurfacing and/or curb replacements. That study will be conducted and reported later.

For now, authorization is requested to seek bids on the work described in the current report. Funding would be from the restricted purposes fund, commonly called "site and construction".

RECOMMENDATION: That authorization be granted to seek bids on the proposed repair and treatment of the college parking lots and roadways.

HAROLD P. WENDLER and Associates, Inc.

Consulting Structural Engineers - Civil Engineers - Land Surveyors

June 19, 1984

Mr. Robert Edison, Dean of Business Services
Sauk Valley College
R. R. 1
Dixon, IL 61021

Re: Parking Lot Maintenance

Dear Bob:

As you requested, we have inspected all of the parking lots and drives at the college.

There are several areas I suggested last year should be watched for repair in the future. These areas came through the winter very well and show little sign of further deterioration. They should be watched on a yearly basis but are basically sound at this time.

Several areas, however, are showing severe base failure and should be repaired by excavating the existing base and replacing it with a new compacted aggregate base and blacktop surface. There are two areas on Campus Road and two in the East Lot that should be repaired this way. (Estimated construction cost \$3,500.00.)

The North Lot is showing signs of surface wear. However, no serious base failure problems are apparent. The two roads into and out of the North Lot and the southerly six parking areas should be considered for sealing. The base is sound and the surface should be protected since this lot probably carries more traffic than any other lot. (Estimated construction cost \$13,800.00.)

There are several isolated areas where the curb and gutter or sidewalk is breaking up. These areas are small in quantity and to fix them at this time would be very expensive. It would be better to watch these on a yearly basis and sometime in the future take care of these all in one project.

For budgetary purposes, I estimate the construction cost of the above work to be \$17,300.00. Engineering for this work will be billed on an hourly basis with a maximum not to exceed \$1,500.00.

Should you have any questions or need additional information, please contact me at our Dixon office.

Very truly yours,

HAROLD P. WENDLER AND ASSOCIATES, INC.



Richard A. Baumann
Registered Professional Engineer

RAB/plh

355 WEST EVERETT ST., P.O. BOX 486	•	DIXON, IL 61021	•	815 / 288-2261
720 SOUTH PLEASANT STREET	•	PRINCETON, IL 61356	•	815 / 879-4731
1209 EAST LINCOLN HIGHWAY	•	DEKALB, IL 60115	•	815 / 756-8002

For Board Meeting
of June 25, 1984

Agenda Item F-1

PROFFESIONAL APPOINTMENTS

We have conducted interviews and have recommendations for appointments to the following positions.

1. Counselor - Replacement for Linda Miller on our regular counseling staff.

RECOMMENDATION: It is recommended that Duane Monte be appointed as counselor for 1984-85.

2. Counselor - A counselor is needed to fulfill the conditions of our JTPA grant for services.

RECOMMENDATION: It is recommended that Thomas Breed be appointed as counselor for 1984-85.

3. Accountant - Replacement of Mr. Schilling in the business office.

RECOMMENDATION: It is recommended that James A. Dickinson be appointed as Accountant in the Business Office for the 1984-85 year.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

CONFIDENTIAL

DATE June 18, 1984

MEMORANDUM

Board of Trustees
and Deans

TO: Dr. Garner

FROM: John Sagmoe

RE: DOCUMENTATION OF RECOMMENDATION OF STAFF
APPOINTMENT FOR DUANE MONTE

Analysis of Qualifications:

Academic:

Duane Monte holds a Masters Degree in Counseling from Northern Illinois University. He has a Bachelor of Arts Degree in Psychology from the same institution. He holds the Illinois School Service Personnel Certificate and the Texas Professional Counseling Certificate. His graduate work includes a counseling internship in community college student personnel services at Kishwaukee College.

Professional Background:

Mr. Monte has seven years of professional experience and is currently a counselor in Houston, Texas. Prior to that, he was director of guidance and counseling in a unit school district in Payson, Illinois, where he also held a part-time counseling/educational advisor position with John Wood Community College. He also has one year of experience in group counseling work with the DeKalb Learning Exchange and in a residential treatment center. His counseling experience in high school and with John Wood Community College includes college and career planning for high school graduates, adult counseling, career placement, testing, computerized guidance systems, academic advisement of transfer and vocational students, and financial aid counseling. He has served as an instructor in self-assessment/career life planning courses in the Student Personnel Department at John Wood Community College. He also has extensive experiences with the Quincy Area Vocational/Technical Center.

Personal Qualifications:

Mr. Monte is familiar and experienced with the Illinois community college student, having worked for one institution and also having attended and graduated from Highland Community College.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 18, 1984

MEMORANDUM

TO: Dr. Garner

FROM: John Sagmoe

RE: DOCUMENTATION OF RECOMMENDATION OF STAFF
APPOINTMENT FOR DUANE MONTE

page two

He gives evidence of being able to work with both the rural and urban students, and he has a personal and professional background which lends itself to the current needs of the SVC student, primarily career planning, transfer student advising, and high school relations. He also has good knowledge of student assessment programs and has personally developed a school-wide testing program. His background indicates he relates well to adults but is still young enough to empathize with the young student directly out of high school. His interviews and reference checks reflect a professional, hardworking, and dedicated counselor who has set a personal goal of working at the community college level.

Personal Followup of References:

Dr. James Selby, Dean of Student Services, John Wood Community College: "Duane was an exceptional counselor. He is dedicated and sincere and cares about his clients. He did a find job for us, and if we had a full-time position, we most likely would hire him."

Dr. Betty Murdock, Principal at Alief Independent School District, Houston: "Mr. Monte has been an outstanding counselor for us. He is very hardworking and gives unselfishly of his time. The sincere manner and style you experienced in his interview is the same manner in which he goes about his work. Although we have offered him a position for next year, he really wants to work in a community college, and I recommend him highly."

Terry Moore, Principal, Payson Unit School District: "Mr. Monte developed a strong guidance program for our district. He is skilled in career counseling and updated our academic testing program. He cares about students. He worked very closely with John Wood Community College and did a fine job for us."

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 18, 1984

MEMORANDUM

TO: Dr. Garner

FROM: John Sagmoe

RE: DOCUMENTATION OF RECOMMENDATION OF STAFF
APPOINTMENT FOR DUANE MONTE

page three

Dr. David Louis, Administrative Dean, Kishwaukee College: "Duane served as an intern for me at Kishwaukee College. He got a good deal of experience in financial aid counseling. This was early in his career, and he demonstrated above average potential for future counseling positions."

Announcement Process:

The counselor position was advertised in the following manner:

1. Internally, an announcement of the vacancy was distributed throughout the institution.
2. An announcement of the vacancy was distributed to all community colleges in the state of Illinois.
3. The vacancy was listed with graduate placement offices in 40 college and universities.
4. The vacancy was also advertised in two editions of The Chronicle of Higher Education.

Application Process:

Ninety-one application responses were received by the June 1 deadline, and forty-nine completed their total application file.

Screening Process:

A committee composed of the Student Personnel staff, including Al Hardersen, Ron Marlier, Linda Miller, Michael Hustad, Jane Klug and John Sagmoe reviewed the files of all candidates. These candidates were later screened to two who were invited to the campus for interviews. In addition to the screening committee, the candidates were interviewed by the Dean of Student Services and President Garner. The candidates also held discussions with other available administrators.

jmb

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 18, 1984

MEMORANDUM

CONFIDENTIAL

TO: Dr. Garner

*Board of Trustees
and Deans*

OM: John Sagmoe

RE: DOCUMENTATION OF RECOMMENDATION FOR APPOINTMENT OF
THOMAS BREED TO THE JTPA GRANT POSITION - PROJECT
COUNSELOR

Analysis of Qualifications:

Academic:

Thomas Breed holds a Master of Arts Degree in Community College Education from West Michigan University, Kalamazoo, Michigan. He also earned a Bachelors Degree at the same institution. His undergraduate program was specifically tailored to prepare for a career in counseling and student personnel administration. He has also taken coursework at Kalamazoo Valley Community College, where his program included a balance of theoretical courses and applied occupational and career training courses.

Professional Background:

Since May of 1981, Mr. Breed has been involved as a member of the Student Personnel staff at Kalamazoo Valley College, first as an intern and next as temporary director of the International Student Office. Most recently, he has assisted in a variety of career counseling activities.

Personal Qualifications:

Mr. Breed has a background in the community college, both as a student and a staff member. He is a young man who displays the ability and interest for community college counseling and has planned his educational program to achieve this goal. In addition, he has volunteered numerous hours to the Kalamazoo Valley College Counseling Department to gain additional experience. A review of his background reflects strong testimony to his being a very hard and dedicated worker. In addition to his academic background, Mr. Breed has a practical application to the world of work. He has experience in sales, business, and has operated his own light construction business. Based on his interviews with the selection committee, Mr. Breed presents those types of abilities and personal attitudes that will enhance the JTPA grant program as proposed for Sauk Valley College.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 18, 1984

MEMORANDUM

Dr. Garner

OM: John Sagmoe

RE: DOCUMENTATION OF RECOMMENDATION FOR APPOINTMENT OF
THOMAS BREED TO THE JTPA GRANT POSITION - PROJECT
COUNSELOR

page two

Personal Followup of References:

Dr. Virgil D. Hillstead, Associate Dean of Student Services, Kalamazoo Valley Community College: "I have a high regard for Tom. He is energetic, willing to learn, and gives 150%. Positive feedback from students indicates that he is an above average counselor. Tom is currently working two days a week on our staff and participates and comes in on his own for all staff meetings. Recently, when the administrator of the International Students Office was on leave, Tom handled the responsibilities of that office in a very adequate manner and demonstrated sound administrative skills. I am confident that he can provide excellent coordination and counseling for your JTPA project."

Dr. William Kanzler, West Michigan University: "I have known Tom from his high school and college days to his present situation as a responsible, mature, young married man looking forward to advancement in his professional career. Tom has an unusually high degree of dependability, industry, and dedication. He is an excellent counselor, and I give him the highest recommendation."

Announcement Process:

The position was advertised in the following manner:

1. Internally, an announcement of the vacancy was distributed throughout the institution.
2. An announcement of the vacancy was distributed to all community colleges in the state of Illinois.
3. The vacancy was listed with graduate placement offices in 40 colleges and universities.
4. Ads were placed in local newspapers.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 19, 1984

MEMORANDUM

TO: Dr. Garner

FROM: John Sagmoe

RE: DOCUMENTATION OF RECOMMENDATION FOR APPOINTMENT OF
THOMAS BREED TO THE JTPA GRANT POSITION - PROJECT
COUNSELOR

Application Process:

In late April, approximately 21 responses were received. The decision was made to incorporate the screening for this position in the review of candidates for the full-time counseling vacancy, which included reviewing the 65 complete applications.

Screening Process:

A committee composed of the Student Personnel staff, including Al Hardersen, Ron Marlier, Linda Miller, Michael Hustad, Jane Klug and John Sagmoe reviewed the files of all candidates. Mr. Breed was one of the finalists for the full-time counseling position. It was the consensus of the selection committee that he be recommended for the JTPA position. In addition to the screening committee, Mr. Breed was interviewed by the Dean of Student Services and President Garner. He also held individual discussions with other available administrators.

jmb

Job Description

PROJECT COUNSELOR

The Project Counselor is responsible to the Dean of Student Services for the coordination of a comprehensive testing, assessment, and vocational exploration program to serve JTPA referred clients at Sauk Valley College.

Duties and responsibilities include:

1. Coordinating outreach and liaison activities with designated JTPA staff and regional agencies
2. Coordinating and supervising the necessary intake services required for JTPA clients referred from assessment
3. Coordinating and supervising the project's career testing and assessment program
4. Implementing and coordinating the project's computerized career counseling and guidance service
5. Performing a primary function of providing direct assistance to clients in the form of personal, educational, and career counseling as they participate in designated phases of the project
6. Preparing and submitting required reports
7. Preparing and submitting an annual report, summarizing the extent of accomplishments of the project's goals
8. Assuming all of the reasonable duties and responsibilities as assigned by the Dean of Student Services

Qualifications:

Masters Degree in Counseling or related field. Demonstrated skills in individual and group counseling settings and knowledge and background of career testing instruments. Candidates with previous experience in delivering career counseling services to adults and a demonstrated commitment to the community college mission will be given preference. Familiarization with computerized guidance services will also be useful.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 6-21-84

MORANDUM

Dr. Hal Garner

OM: Robert Edison

Bd

I am enclosing herewith the recommendation form for the appointment of James A. Dickinson to the position of "Accountant" in the business office.

- 1) The attached resume renders an excellent description of Mr. Dickinson's background and experience, with references having submitted only positive with no negative comments.
- 2) The position was listed in the Sterling and Dixon papers and the committee, consisting of myself, together with Mr. Marlier, Mr. Pfeifer, Mr. Seguin and Mr. Welch, interviewed four different candidates with committee concurrence relative to this recommendation.

RE:fsb

Encl.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE June 25, 1984

MEMORANDUM

TO: Dr. Garner

FROM: Robert Edison

RE: DOCUMENTATION OF RECOMMENDATION OF STAFF
APPOINTMENT FOR JAMES J. DICKINSON

Analysis of Qualifications:

Academic:

James Dickinson holds a Masters Degree in School Business Administration awarded in 1968 from Northern Illinois University. He has a Bachelors Degree in Philosophy from Illinois Wesleyan University. In addition to the foregoing, he has obtained 31 credit hours toward a Certificate of Advanced Standing from Northern Illinois University.

Professional Background:

Mr. Dickinson was employed from 1950 through April of 1957 as a partnership operating his own office supply and equipment store. On a part-time basis, he also operated an accounting service for small corporations in Dixon, Illinois. In 1957 until December 1965, Mr. Dickinson served as the business manager for the Dixon State School, where he directed the operations of the business office, storeroom, property control, laundry, and other business-related functions. In 1965 to January of 1972, he obtained a transfer, where he was classified as the business administrator at Kankakee State Hospital in Kankakee, Illinois. He had responsibilities familiar to that which began in 1972 until June of 1983, where he was employed as business administrator where he supervised the business manager, dietary manager, security chief, beauticians, switchboard operators, and other related services. He conducted weekly grievance hearings and participated in local labor relations.

Personal Qualifications:

Mr. Dickinson is familiar with many Illinois rules and regulations as they related to a state mental facility, with it being felt that this knowledge would carry over into many facets of an Illinois community college. He presented an image of being personable and well rounded in his desire to cooperate with others, coupled with the knowledge of the financial requirements for auditing and other state organizations. His interviews were

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 25, 1984

MEMORANDUM

TO: Dr. Garner

FROM: Robert Edison

RE: DOCUMENTATION OF RECOMMENDATION OF STAFF
APPOINTMENT FOR JAMES J. DICKINSON

page two

well received by the committee and he was highly recommended by this group.

Personal Followup of References:

David Edelson, who was medical supervisor at Dixon State School, worked closely with Mr. Dickinson and was instrumental in his having been promoted to the level he ultimately attained. He indicated Mr. Dickinson is sincere and hardworking, and he would recommend him most highly for any position of a similar nature.

Don Hart, Regional Administrator for the Department of Mental Health in Rockford indicated that his association with Mr. Dickinson was quite pleasant and effective, and that he would recommend him most highly for any available position in mental health and/or any other position for which he would apply.

Announcement Process:

The accounting position was advertised in the following manner:

1. Internally, an announcement of the vacancy was distributed throughout the institution.
2. The announcement of the vacancy was advertised in the Dixon Telegraph and the Sterling Gazette.

Application Process:

Eleven applications were received, with 6 of those applications not meeting the degree requirements.

Screening Process:

A committee composed of Ron Marlier, Al Pfeifer, Mike Seguin, and Norm Welch reviewed the files of the four candidates. These

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 25, 1984

MEMORANDUM

TO: Dr. Garner

FROM: Robert Edison

RE: DOCUMENTATION OF RECOMMENDATION OF STAFF
APPOINTMENT FOR JAMES J. DICKINSON

page three

four candidates were invited to the campus for interviews and were screened by the committee. In addition, the candidates were interviewed by Dean of Business Services and President Garner.

jmb

For Board Meeting
of June 25, 1984

Agenda Item F-2

RESIGNATION

Jane Klug, Counselor and Coordinator of Student Activities, has submitted her resignation effective July 27, 1984.

She will be missed. She has made a valuable contribution to SVC in her three years with us.

RECOMMENDATION: It is recommended that Jane Klug's resignation be accepted with regret and that the administration be authorized to seek a replacement for her position.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 25, 1984

MEMORANDUM

TO: Dr. Garner

FROM: John Sagmoe

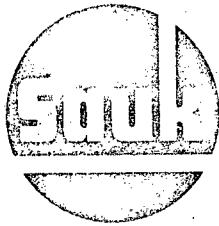
I have just been advised of the attached resignation of Jane Klug, Counselor/Coordinator of Student Activities.

Jane has been a member of our staff since 1981 and has made numerous contributions to the Student Services Program. She has been an effective counselor who has made significant contributions to both staff and student development. As Coordinator of Student Activities, she developed a wide variety of student leadership experiences and provided a well balanced Student Activities Program. Her special interests have complimented many of the goals of the community college.

I recommend that her resignation be accepted with regret, and I also seek authorization to fill this vacancy.

jmb

attachment



**Sauk
Valley
College**

815 / 288-5511

R.R.5 DIXON, ILLINOIS 61021

June 25, 1984

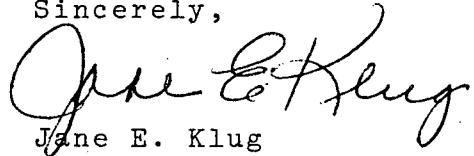
John Sagmoe
Dean of Student Services
Sauk Valley College
R.R. 5
Dixon, IL 61021

Dear John,

I resign my position as Counselor/Student Activities Coordinator at Sauk Valley College, effective July 27, 1984.

Being a part of the Student Services Division for the past three years has been an enlightening experience. I have enjoyed your supervision and the opportunity to become a contributing member of the Sauk Valley College family. I am sure the skills I have sharpened and developed here will serve me well in the years to come.

Sincerely,



Jane E. Klug

cc: President Garner

For Board Meeting
of June 25, 1984

Agenda Item G-2

APPROVAL OF COOPERATIVE
AGREEMENTS

Two of our cooperative agreements pending for next year have changes which the Board should approve:

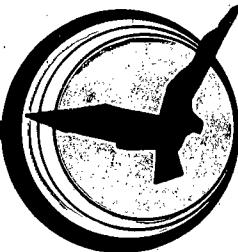
A. Blackhawk College - East Campus

This agreement includes the addition of Agriculture Mechanics and Service, both as an Associate Degree and Certificate program

B. Sterling School of Beauty Culture

The change here is only the increase in tuition to our new \$27 rate.

RECOMMENDATION: That the cooperative agreements be approved for Blackhawk College-East and Sterling School of Beauty Culture, as presented.



BLACK HAWK COLLEGE

EAST CAMPUS

P.O. Box 489 / Kewanee, Illinois 61443 Phone 309/852-5671

May 21, 1984

Dr. Donald Foster
Dean of Instruction
Sauk Valley Community College
R.R. 5
Dixon, IL 61021

Dear Don:

Attached is a copy of the recently revised contractual agreement between your college and Black Hawk College-East Campus. At our regular May Board of Trustee's meeting held on Tuesday, May 15, 1984, our Board agreed to accept the modification of adding Agriculture Mechanics to our contractual agreement, and approved the contract attached. Hopefully, you'll find everything in order and will be able to send it to your Board for final ratification. When this has been completed, we would appreciate a signed copy of the agreement for our files. I hope this letter finds you in good health and high spirits. I hope to see you very soon.

Sincerely yours,

Chuck

Charles Warthen, Ed.D.
Dean of Instruction

COW/pg
cc: File

A JOINT EDUCATIONAL AGREEMENT
BETWEEN
SAUK VALLEY COLLEGE
AND
BLACK HAWK EAST COLLEGE

THIS AGREEMENT is entered into this 9th day of April 1984 by and between the Board of Trustees of Community College District No. 506, Sauk Valley College, hereinafter referred to as Sauk Valley, and the Board of Trustees of Community College District No. 503, Black Hawk College - East Campus hereinafter referred to as Black Hawk East, for the expressed purpose of providing additional educational programs to the students of each district involved in this agreement.

Programs included under this Agreement are:

BY: BLACK HAWK - EAST

Horse Science Technology, AAS and Certificate
Agricultural Production, AAS and Certificate (All Options)
Agribusiness, AAS
Agriculture Mechanics Service, Certificate
Agriculture Mechanics Technology, AAS

BY: SAUK VALLEY COLLEGE

Medical Laboratory Technology, AAS

WITNESSETH:

WHEREAS, it is the desire of the parties hereto to expand educational services to the greatest number of students in each district served by the parties, and

WHEREAS, by means of this Agreement, the parties hereto desire to share programs of each institution and thereby maximize the utilization of the finances, facilities, equipment, and personnel of each institution, and by so doing, provide educational services that might otherwise be impracticable for either of the parties individually:

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties hereto agree as follows:

1. INSTITUTIONAL IDENTIFICATION

For the purposes of the Agreement, the college district sending the students to another college will be referred to as the "Sending College", and the college receiving students from another college district will be referred to as the "Receiving College".

2. TERMS OF AGREEMENT

Any educational program offered by the parties to this Agreement shall be an approved program by the Illinois Community College Board at the "Receiving" institution.

3. EFFECTIVE DATE OF AGREEMENT

This Agreement shall become effective at the start of the summer session of .

4. DURATION OF AGREEMENT

This Agreement shall remain in effect unless and until one of the parties notifies the other of a desire to terminate the Agreement. Termination would then occur thirty (30) days after the date of notification. In the event of termination, students who have entered an educational program under the Agreement shall be allowed to complete the program under the terms of the Agreement.

5. AMENDMENTS TO AGREEMENT

Amendments and/or revisions to this Agreement may be made at any time by mutual consent of all parties in writing. Such amendments and/or revisions shall be prepared in the form of an addendum agreement. The procedure for approval of such addenda and/or revisions shall follow the same procedure employed in securing approval by all parties in the original cooperative agreement.

6. CLASS SCHEDULES

Schedules of classes will be exchanged by the two schools.

7. REGISTRATION

Students shall register at the "Receiving" college and shall be considered members of that district for the terms of their enrollments. Courses taken at the "Sending" college must be part of the student's program of studies and approved by the "Receiving" college. Upon successful completion, approved courses taken at the "Sending" college would be acceptable for transfer to the "Receiving" college for completion of the program.

8. ADDITIONAL EDUCATIONAL SERVICES

The "Receiving" college shall provide access to its Learning Resources Center and other instructional resources for students from the "Sending" college, equal to those provided for any other student at its campus.

The "Receiving" college shall also provide counseling, guidance, and other services that will facilitate the learning process.

Courses, seminars, workshops and in-service programs related to any educational program bound by this Agreement may be offered within the district confines of any "Receiving" or "Sending" institution with the consent of both districts. Said programs may be carried on singly by the "Sending" or "Receiving" institution or jointly by both "Sending" and "Receiving" institutions.

9. STUDENT RECOGNITION OF COMPLETION

The "Receiving" college shall be considered the home district for athletic eligibility and/or any other activity where the student officially represents an institution as well as for military and Illinois State Commission Scholarships.

10. SCHOLARSHIPS AND STUDENT ACTIVITIES

The "Receiving" college shall maintain all admission records and transcripts and shall issue any and all degrees or certificates to the students completing the educational programs.

11. RECORDS

The "Receiving" college shall maintain appropriate records for students from the "Sending" college in accordance with standard procedures while that student is in attendance in the "Receiving" institution and will provide copies of said records to the "Sending" college at the request of the student concerned.

12. PUBLICITY

Any educational program offered through this Agreement shall be duly publicized in the participating district catalog and other informative brochures consistent with institutional policy or all other similar publicity.

13. STUDENT ENROLLMENTS

For the programs covered under this Agreement, and Sauk Valley districts are considered one district.

14. IDENTIFICATION OF CONDITIONS OF AGREEMENT TO STUDENTS

It shall be the responsibility of the "Sending" college to identify the terms of this Agreement to their students going to "Receiving" college.

15. REIMBURSEMENT

The "Receiving" college shall be eligible to file all claims for reimbursement for any student enrolled in their classes from a "Sending" college.

16. INSURANCE

Students at the "Receiving" college shall be covered by the terms of their liability insurance while on the premises of the "Receiving" college.

17. EMERGENCIES

In the event of an emergency:

- (a) proper first aid practices should be employed by the "Receiving" college.
- (b) next-of-kin or designated individual shall be notified.

18. TRANSPORTATION

Students shall be responsible and liable for their own transportation to and from both "Sending" and "Receiving" colleges.

19. EDUCATIONAL CHARGES FOR SERVICES RENDERED

No charge backs will be made by the "Receiving" college to the "Sending" college for students attending under the provisions of the Agreement. For the purposes of construction space support, FTE enrollment in the classes taken at the "Receiving" institution shall be reported by the "Receiving" institution.

Students enrolled in educational programs covered by this Agreement will be charged tuition at the rate charged by the "Receiving" college.

IN WITNESS THEREOF, the parties hereto have executed this Agreement in two (2) counterparts, each of which shall be deemed an original, as of the date and year first above written.

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 503

By: John Peter

Chairperson of the Board

By: Richard J. Puffer

College President

Attest: Richard J. Puffer

Secretary to the Board.

Date: 5/15/84

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 506

By: _____

Chairperson of the Board

By: *W. F. W. Turner*

College President

Attest:

Secretary to the Board

Date:

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE June 14, 1984

MEMORANDUM

TO: Dr. Garner

FROM: Don Foster *DF*

RE: Renewed Agreement with Sterling School of Beauty Culture

Enclosed is a copy of the new agreement between SVC and the Sterling School of Beauty Culture. The only change is the new SVC tuition rate of \$27.00 per semester hour.

It should be noted that our relationship with the Sterling School of Beauty Culture has been excellent--especially in recent years. We continue to have good enrollments in the cosmetology program and the quality of the instruction remains consistently high.

This agreement should be submitted to the SVC Board of Trustees for approval.

DF/js

cc Dick Holtam

AGREEMENT
FOR COSMETOLOGY TRAINING BETWEEN
COMMUNITY COLLEGE DISTRICT NUMBER 506 AND
THE STERLING SCHOOL OF BEAUTY CULTURE, INC.

THIS AGREEMENT, made this 1st day of July, 1984, between this BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NUMBER 506, an Illinois Community College organized and existing under the laws of the State of Illinois (hereinafter referred to as the "District"), with its principle office located at Route 5, Dixon, Illinois, and the STERLING SCHOOL OF BEAUTY CULTURE, INC., an Illinois Corporation, which is presently located at 211 East Third Street, Sterling, Illinois, (hereinafter referred to as the "Beauty School").

WHEREAS, The District, wishes to provide cosmetology training for those of its students desiring it, and the Beauty School is licensed by the Illinois Department of Registration and Education to furnish instruction and clinical training to students in cosmetology and is willing to furnish such instruction and clinical training to students of the District enrolled with the Beauty School for the program on a contracted basis for a set fee per student as hereinafter provided.

NOW, THEREFORE, in consideration of the mutual promises of the parties, each bargained for and given in exchange for the other, it is hereby mutually agreed as follows:

1. STUDENT ENROLLMENT - The District may enroll with the Beauty School students who meet R&E requirements and admission standards of the District as prescribed in the current college catalog for instruction and clinical training in cosmetology as set forth herein, the exact number of students not to exceed 90 for any particular school term.

The final date for enrollment for any particular term shall be determined by the Beauty School with a schedule agreed upon by the college in conjunction with the Director of Counseling and Admissions and the Dean of Instruction.

2. INSTRUCTION, RECORDS, ETC. - The Beauty School shall provide the necessary instructors who shall be employees of said School and under its complete control and jurisdiction. Said instructor shall not be considered as members of the faculty of Sauk Valley College and shall not be entitled to membership in the Sauk Valley College Faculty Association. The college shall maintain credentials on these faculty members for the purpose of review by accrediting agencies. The Beauty School shall be solely responsible for all Workmen's Compensation Insurance, Unemployment Insurance, and payrolls of persons it hires or uses for instruction of the courses provided for herein. The Beauty School will provide instruction and clinical training to students as prescribed by the Department of Registration and Education of the State of Illinois, the District, and the Illinois Community College Board. The Beauty School shall maintain records of attendance, grades and hours of instruction and these shall be communicated to the college's admissions office. The normal college admission procedures will require that the college admissions office collect certain documents as specified in the admissions area of the college catalog. The Beauty School shall submit to the District Director of Admissions at the conclusion of each course, evaluation reports of each student by grade. The District shall conduct annual follow-studies of Cosmetology graduates. The overall administrative

supervision of the program lies with the college. Representatives of the District may make periodic calls at the Beauty School for the purpose of observing and assessing the progress of the students and the evaluation of the instructional process and make these evaluations known to the director of the Beauty School.

3. COURSES AND FEES - The courses to be offered by the Beauty School shall be designated Cosmetology 101, 102, 103, 104, 105, 106; the content for which courses shall consist of the items contained in the descriptions thereof attached hereto and made a part hereof by reference. The student will be enrolled in only one (1) course at any period of time. The College shall maintain course outlines and revise these as program changes warrant. The District shall collect tuition and pay the Beauty School the following fee for each student enrolled at the mid-point in the following courses:

<u>Course Name</u>	<u>Credit Hours</u>	<u>Amount of Tuition</u>	<u>Instructional Fees Paid By Sauk Valley College To Sterling Beauty School</u>
Cosmetology 101	8	\$216.00	\$ 246.24
Cosmetology 102	4	108.00	123.12
Cosmetology 103	12	324.00	369.36
Cosmetology 104	12	324.00	369.36
	36	\$972.00 (\$27.00 per credit hour)	\$1,108.08 (\$30.78 per credit hour)

Supply fee paid directly to Sterling Beauty School by students:

\$100.00 first day of school
 \$100.00 first school day of each month for 8 months to
 Beauty School

These fees include special supplies, materials and reference books needed by the student during the study of Cosmetology.

Course Additions: Cosmetology 105 - Instructor Education
 Cosmetology 106 - Student Teaching Practicum

<u>Course Name</u>	<u>Credit Hours</u>	<u>Amount of Tuition</u>	<u>Instructional Fees Paid By Sauk Valley College To Sterling Beauty School</u>
Cosmetology 105	12	\$324.00	\$369.36
Cosmetology 106	12	324.00	369.36
	24	\$648.00 (\$27.00 per credit hour)	\$738.72 (\$30.78 per credit hour)

A supply and state registration fee of \$115.00 will be paid directly to the Sterling Beauty School by student teachers.

4. PAYMENT SCHEDULE - The District agrees to pay the Beauty School the amount specified in accordance with the foregoing schedule per student per course contingent upon the student's good standing and attendance (student must be in attendance) at the established mid-term date based upon the course starting date as determined by the academic calendar of the Beauty School developed in conjunction with the College. Said calendar shall prevail with reference to the determination of the mid-term date. The invoice shall include the student's name, social security number, starting date and ending date of the course, together with the amount due.
5. CLASSES AND HOURS - The Beauty School is located at 211 East Third Street, Sterling, Illinois. The hours of classes shall be 8:30 a.m. to 4:00 p.m., Monday through Friday, 8:00 a.m. to 3:30 p.m. Saturday, except legal holidays. The academic calendar of the Beauty School will be in effect, not the calendar of the District.
6. REGISTRATION AND QUALIFICATION OF STUDENTS - Each student and his/her parent or guardian, if he/she is a minor, shall execute and file a Registration and Matriculation Application with the Beauty School before the beginning date of class for submission to the Department of

Registration and Education of the State of Illinois, in addition to regulations of the College. The form of Registration and Matriculation Application shall be prescribed by the School and shall show or be accompanied by the following requirements of the Illinois Beauty Culture Art and the Rules and Regulations for the Administration of the Illinois Beauty Culture Act and the Department of Registration and Education before a student may be permitted to attend or participate in Cosmetology training.

- a. Proof that the student is a graduate of at least the eighth grade or equivalent, provide transcripts of high school course work, proof of name must be certified in keeping with Illinois Department of Registration and Education regulations.
- b. That the student is a citizen or has filed a Declaration of Intent (as defined in the Beauty Culture Act of 1967, Section 5, Paragraph F).
- c. An executed form of the modified Registration contract delivered to the Beauty School.

Students shall also be required to complete registration with the District in accordance with its rules and regulations, as specified in the college catalog.

7. RESPONSIBILITIES OF STUDENTS - In addition to any and all other duties as set forth herein and as required by the rules, regulations and policies of the District, each student shall purchase at his/her own expense and perform the following:

- a. Supply his/her own white professional uniforms and shoes and transportation to and from the Beauty School and any other supplies and expenses needed.
- b. Adhere to the rules and regulations of the Beauty School which are attached hereto and made a part hereof by reference, it being understood that the Beauty School shall not be responsible for any acts of the students while not in attendance at the school.

8. PRIVILEGES OF THE BEAUTY SCHOOL - As an independent contractor, it is understood and agreed that the Beauty School, in cooperation with the District, shall have the right to request the withdrawal of any student in keeping with the college's enrollment withdrawal and disciplinary procedures as specified in the college catalog. Any tuition refunds to the students shall be in accordance with the prevailing District policy. Such withdrawal requests should be made to the Dean of Instruction.

It is understood that the District is a public institution and the Beauty School agrees to indemnify and hold harmless the said District, its Board of Trustees and employees for any loss or damage, and any attorneys' fees, court costs, and expenses incurred as a result of any claim or wrongful dismissal or any claim of deprivation of any instructional or legal right, regardless of whether such claims are groundless in fact.

In the event the Beauty School closes or ceases doing business for any reason whatsoever, it shall refund fees to the District, on a pro rata basis, based upon the actual hours of instruction given the students. The Beauty School further agrees to indemnify and hold the District, its Board of Trustees and Staff harmless from any and all expense, claim or loss, including reasonable attorneys' fees, which may result from said closing or cessation of business.

9. PRIVILEGES OF DISTRICT AND STUDENTS - The District for an individual student or any individual student shall have the right at his discretion to withdraw from or cancel the cosmetology instruction and clinical training afforded by the Beauty School by forwarding to said

School a written notice containing, but not limited to, the reason for the discontinuance or disconnection and the date it is to be effective. In the event of withdrawal or cancellation, the student shall be entitled to a tuition refund in accordance with the then current policy of the District as stated in the District catalog.

Should the District cancel its program in cosmetology or not enroll new students, students enrolled in the program will be allowed to finish their education through continued enrollment in the remaining courses at the Beauty School upon payment of the Beauty School's required fees. Time for completion of this sequence cannot exceed three calendar years from the date of enrollment in the first course. Students participating in this program are eligible for all auxiliary services of the college and shall be encouraged in every way to participate in the student activities normally provided for students of other programs.

10. NO REFUNDS FOR SUPPLIES - There shall be no refunds or credits given by the Beauty School and/or the District for "School Kits" or any other equipment or supplies purchased by the student or District under any circumstances.
11. ADVISORY COMMITTEE - An Advisory Committee shall be formulated to work with the college and the School of Beauty for improvement of the program. This advisory committee shall be representative of the District at large.
12. LIABILITY INSURANCE, ETC. - Beauty School shall, during the duration of this agreement, maintain in force comprehensive general liability insurance in companies suitable to and approved by District and

naming District as an additional insured, protecting District from any loss, claim or demand which may arise in any manner from the conduct of instruction as provided for herein, including without limitation, any and all liability to third person, students, or agents, or servants of Beauty School for personal injury or property damage. It is understood and agreed that Beauty School shall not be required to insure nor be responsible for any claims or occurrences which may arise off the premises and surroundings of Beauty School, or out of operation of motor vehicle by any student for the purpose of attending instruction at Beauty School. Limits of liability under such policy shall be as follows:

\$100,000.00 for individual
\$300,000.00 for accident
\$ 5,000.00 per property damage; and
excess liability of \$1,000,000.00

13. NOTICES AND DEMANDS - All notices and demands herein shall be in writing. The mailing of notices or any other instrument shall be sufficiently served hereunder if duly sent by registered or certified mail (return receipt requested), addressed to the respective addresses as stated above, subject to the right of any party to designate by notice in writing a new address to which notice must be sent.
14. AMENDMENTS - This agreement may from time to time be altered, amended or cancelled in whole or in part, subject, however, to the express condition precedent that such alteration, amendment or cancellation shall be in writing and signed by the parties; and the same shall not be invalid because of the lack of consideration, but shall have the same force and effect as though originally embodied herein.

15. PRIOR AGREEMENTS, ETC. - This agreement supersedes and takes the place of any and all prior agreements, representations and negotiations, and said prior agreements, representations and negotiations are hereby released and terminated.
16. CAPTIONS - The captions at the beginning of each paragraph shall not be construed to limit or restrict the language contained therein; it being the intention of the parties that said captions are employed simply as a convenient index.
17. BENEFIT - This agreement shall be binding upon and shall inure to the benefit of the parties; their successors and assigns. No assignment by the Beauty School shall be made without the prior written agreement of the District.
18. DURATION OF AGREEMENT - This contract between the District and the Beauty School shall be continuous from this date. The duration of this agreement shall be from July 1, 1984, through June 30, 1985. Both the District and the Beauty School shall, however, have the right to terminate this contract upon giving written notice to the other at least ninety (90) days before the date upon which either District or Beauty School desires to terminate this contract.

Notwithstanding the foregoing, in case of termination as above stated, the Beauty School shall continue its obligation to those students already enrolled, until those students have completed their training and are qualified to take State examinations. The District will pay the Beauty School for such students as hereinbefore provided.

19. ENTIRE AGREEMENT - This agreement contains all of the terms, covenants, and conditions between the parties and no modifications, additions, waivers or alterations shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

This entire agreement shall be subject to the approval of the District's program in Cosmetology by the Illinois Community College Board, the Illinois Department of Vocational and Technical Education, the Illinois Board of Higher Education and the Illinois Department of Registration and Education and Beauty School shall at all times comply with applicable law, statutes, and regulations and keep in force required licenses as provided by the Illinois Department of Registration and Education, continue to maintain accreditation with the Cosmetology Accreditation Commission.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Board of Trustees of Community
College District Number 506

By _____
President

The Sterling School of Beauty
Culture, Inc., an Illinois
Corporation

By _____
President

Attest:

Secretary - Board of
Trustees, Community
College District No. 506

(Seal)

Attest:

Florida Rensner
Secretary
Sterling School of
Beauty Culture
Sterling, Illinois

(Seal)

For Board Meeting
of June 25, 1984

Agenda Item G-1

ADMINISTRATIVE CALENDAR 1984-85

Board policy requires the administration to issue an administrative calendar specifying working days for all 12-month personnel prior to the start of each fiscal year (July 1).

The attached calendar incorporates the dates established in the academic calendar approved previously by the Board.

RECOMMENDATION: Board approval of the attached administrative calendar for 1984-85.

SAUK VALLEY COLLEGE ADMINISTRATIVE CALENDAR FOR 1984-85

JULY

- 4 Independence Holiday-College Offices Closed
- 9 Mail Fall Semester Class Schedules
- 13 Annual Reports Due in President's Office

AUGUST

- 1 Deadline for RAMP to be submitted to ICCB
- 6 Grades due in Office of Admissions - 9 a.m.
- 9 Summer grades mailed to students
- 22 Fall Registration - 1:00 p.m. to 8:00 p.m.
- 23 Fall Registration - 9:00 a.m. to 8:00 p.m.
- 24 Faculty Orientation
- 27 Fall Semester classes begin

SEPTEMBER

- 1 Deadline for ICCB Unit Cost to be submitted
- 3 Labor Day - College Offices Closed
- 12 Pow-Wow Day - Day Classes adjourn at noon - evening classes will be held from 4:00 p.m. on
- 14 Spring semester schedule to Dean of Instruction
- 21 Spring schedule to Office of Admissions and Records
- 21 Mail Fall Community Service Class Schedules
- 24 Board of Trustees approve final budget (4th Tuesday)

OCTOBER

- 1 Community Service classes begin
- 8 Columbus Day - College Offices closed
- 10 Spring schedule to Director of Public Information

NOVEMBER

- 1 Distribute Spring class schedule for internal use
- 5 Pre-registration begins for Spring semester
- 12 Veterans Day - College Offices closed
- 13 College Night
- 21 College closes at 5:00 p.m. (No night classes)
- 22 College closed Thanksgiving Vacation
- 23 College closed Thanksgiving Vacation

DECEMBER

- 3 Mail Spring Class Schedules
- 7 Summer Schedules to Dean of Instruction
- 21 Staff recommendation from Deans to President for continuing (tenured) staff appointments
- 21 Final grades due in Admissions Office at 12 Noon
- 24 College closed for Christmas/New Year Holidays

JANUARY

- 1 Deadline for Recommendations to the President and notification to continuing (tenured) personnel of re-appointment recommendations by the Deans.

JANUARY

- 2 College Offices re-open at 8:00 a.m.
- 3 Summer schedule to Office of Admissions and Records
- 7 Fall grades mailed to students
- 9 Spring Registration - 1:00 p.m. to 8:00 p.m.
- 10 Spring Registration - 9:00 a.m. to 8:00 p.m.
- 11 Faculty Orientation
- 14 Spring Semester Classes begin
- 15 Official deadline for notice of re-appointment recommendations to continuing (tenured) personnel by the President

FEBRUARY

- 1 Summer schedule to Director of Public Information
- 4 Fall class schedule to Dean of Instruction
- 4 Community Service classes begin
- 8 Fall class schedule to Office of Admissions and Records
- 11 Lincoln's Birthday - College Offices closed
- 15 Deadline for recommendation to the President and notification to non-tenured (term) personnel by the Dean
- 15 Budget requests due in Deans' Offices
- 18 Washington's Birthday - College Offices closed
- 25 Deadline for official notice of re-appointment recommendation to non-tenured personnel by the President
- 25 Board action on tenured and non-tenured appointment recommendations

MARCH

- 4 Fall Class schedules to Director of Public Information
- 14 Symposium Day
- 25 Distribute Summer School schedule for internal use
- 31 Submission of One and Five Year Plan to DAVTE

APRIL

- 1 Internal distribution of fall schedule
- 1 Pre-registration begins for fall semester
- 1 Registration begins for summer session
- 1 Mail summer schedules
- 1 Issue faculty contracts
- 4 Spring Vacation Begins at 5 p.m. - No night classes
- 5 Good Friday - College Offices closed
- 15 Classes resume

MAY

- 1 Mail summer Pathfinder
- 20 Grades due in Office of Admissions and Records at 9 a.m.
- 22 Commencement
- 23 Spring grades mailed to students
- 27 Memorial Day - College Offices closed

JUNE

- 6 Summer School Registration - 9 a.m. to 8 p.m.
- 10 Summer School classes begin

To: Sauk Valley College Board of Trustees
From: Richard Groharing
Subject: Annual ICCTA and Regular Board of Representatives Meetings
June 8 & 9, Springfield, IL

The afternoon of the 8th and morning of the 9th were taken up by a series of seminars. The topics discussed were: Open Admissions, Illinois Academy for Exceptional Students, An Encounter With the Future, and High Technology and Higher Education - A Perspective of Excellance. All were thought provoking.

The annual reception, award ceremony, and dinner was held at the Brinkerhoff Home, an historic landmark on the edge of the Springfield College Campus, on Friday evening.

REGULAR MEETING

Dick Doyle, outgoing president, presented certificates to those who had chaired committees, or performed special duties during the year. Sheila Dye, 82-83 president, gave plaques of recognition to the outgoing officers.

Mary Hill Dobbs of Lakeland, incoming president, discussed her goals for the upcoming year.

The election of officers was held, and there being no nominations from the floor, the proposed slate of officers was duly elected. The officers for 84 - 85 will be:

Pres.	Mary Hill Dobbs, Lakeland
Vice Pres.	Dr. Jerry Lacey, John A. Logan
Secy.	Tom Wilson, Carl Sandburg
Treas.	David Murphy, Mc Henry

The Fiscal '85 Budget in the amount of \$237,580 was approved after much discussion and explanation.

The "Board/President Relations Code of Ethics" as revised with suggestions from the previous meeting was unanimously passed. A motion was passed for each representative to present the Code to his or her board for consideration. The general opinion was that this Code would become not board policy, but an internal understanding between the boards and their presidents. I will be presenting the text of the final draft to you for your consideration in the near future.

An Advocacy Policy for the ICCTA was presented and approved by the membership. I have attached a copy for your information.

I have already given you a verbal report on the legislative matters discussed. Comment - The fact that HB 1587 has passed both the House and Senate shows the growing influence that the ICCTA has. The ICCTA deserves our strong support.



Executive Director
Gary Frank Petty

Illinois Community College Trustees Association

509 South Sixth Street
Springfield, Illinois 62701
Telephone 217-528-2858

May 21, 1984

TO: Executive Committee
FROM: Gary Frank Petty
SUBJECT: Revised Advocacy Policy

The purpose of the advocacy policy of ICCTA is to articulate the goals and objectives of the association in our lobbying efforts before the Illinois General Assembly, the Governor's Office, state agencies and United States Congress.

The tenets of that policy are as follows:

1. ICCTA should be the focal point of lobbying and advocacy for the trustees of the Illinois community college system, and should act to coalesce lobbying efforts by districts in Springfield and Washington, D.C.

2. ICCTA should work closely with ICCB in the coordination of leaders in the system in their testimony before legislative committees, or at other hearings, where community college concerns are at issue.

3. ICCTA should participate as extensively as possible, within the limitations of staff, in all public meetings of IBHE, ICCB, ISSC and other agencies and groups dealing with community college issues. ICCTA representatives should be ready to attend, whenever appropriate, private meetings of individual community college representatives with these agencies and groups.

4. ICCTA should develop a coordinated system of legislative contacts throughout the state involving presidents and trustees and their respective legislators.

5. ICCTA should make a formal presentation at least annually to the staff members of the Board of Higher Education, the Illinois Community College Board and the State Scholarship Commission, with copies to the Legislature and the Governor and others, outlining the concerns and problems facing our system, accompanied with specific advocacy positions on these issues. These presentations should be done, where appropriate, in joint

President

Mr. Richard J. Doyle
Danville Area Community College
801 East Lincoln Avenue
Danville, Illinois 61832

Vice President

Mrs. Mary Hill Dobbs
Lake Land College
Rural Route 2
Toledo, Illinois 61618

Secretary

Mr. Robert Gattner
Kaskaskia College
2 Spring Hill
Greenville, Illinois 62246

Treasurer

Dr. Jerry Lacy
John A. Logan College
Route 7
Carbondale, Illinois 62901

venture with ICCB and could culminate as an annual state of the system report.

6. The primary role of the regional structure and any revisions to same should be its availability to ICCTA for the coordination and lobbying of the Illinois Legislature and for the conduct of an annual recognition event for state legislators.

7. ICCTA should prepare and promulgate timely reports on the bill analyses, legislative alerts and other documentation, including voting records of our legislators, and make such information available to trustees, presidents and others within the system.

8. The association should be willing to assume aggressive positions on bills affecting the system, even if those positions do not have the unanimous support of the community colleges.

9. ICCTA should prepare an annual federal legislative agenda/brochure and a biennial state legislative agenda/brochure in order to assist lobbying efforts at the federal and state levels. Further, the Association should inform all candidates for the state legislature and U.S. Congress about the status of community college needs in Illinois and of the readiness of the Association to work closely with those candidates if elected.

10. The Association will serve as an advisory group to the Illinois Community College Board.

JPTA GRANTS

FY 1984 & FY 1985

SDA 4 (FY 84)
Project Careers
Assessment
Career Exploration
Short term training
\$46,941
J. Sagmoe & G. Wagner

SDA 4 (FY 84)*
Labor Market Orientation
Youth 19-21
June 11-15
\$8,085
A. Hardersen

SDA 4 (FY 84)
Vocational Exploration
Youth 17-21
June 25-Aug 2
\$23,474
G. Wagner

ICCB (FY 84)*
Comprehensive Adult Em-
ployment Development
Assessment & Exploration
for SDA 12
Longer term training
\$12,564
J. Sagmoe

Dislocated Worker (FY 84)
Subcontract to Illinois
Valley
Job developer
Testing & Assessment
J. Sagmoe

SDA 4 (FY 85)*
Project Careers
Continuation of FY 84
project
\$61,157
J. Sagmoe & G. Wagner

SDA 4 (FY 85)
Job Generation through
Job Mobility
Training for supervisors
and mid-managers
\$39,201
G. Wagner
(Not funded)

SDA 4 (FY 85)
Services for Regional
Economic Development
(Sauk Valley College
Area Council for
Economic Development)
Regional data base
Newsletter
Grant writing assistance
\$31,803
L. Kinum
(Not funded)

(RFA not yet out)
ICCB (FY 85)
open
Approximately \$14,524

*State reimbursement also collected on courses for which grant pays tuition and some other expenses.

Office of Planning & Resource Development
6/4/84

Revised 6/25/84

TREASURER'S REPORT

May 31, 1984

EDUCATIONAL FUND

Balance on Hand April 30, 1984 \$ (63,251.89)

Receipts:

Taxes - 1982	708.94
Taxes - 1983	88,282.38
Deferred Pers. Prop. Tax	35,533.80
Charge-Back Revenue	597.40
State Apportionment	320,680.25
Voc. Tech. Educ. - Reg.	33,744.16
Federal Work Study	14,709.00
Spring Tuition	137,500.74
Graduation Fees	462.50
Transcript Fees	70.00
Interest on Investments	16,416.54
Other Revenue	576.06
Expenditure Credits	2,306.25
Loan from Working Cash	<u>160,000.00</u>
	811,588.02

Total Available \$ 748,336.13

Disbursements

Expenses for May	337,570.16
Loan to Working Cash	<u>200,000.00</u>
	537,570.16

Balance on Hand May 31, 1984 \$ 210,765.97

BUILDING FUND

Balance on Hand April 30, 1984 \$ (17,443.00)

Receipts:

Taxes - 1982	177.24
Taxes - 1983	22,069.90
Deferred Pers. Prop. Tax	8,883.44
Misc. Revenue	578.80
Expenditure Credits	25.49
Loan from Working Cash	<u>25,000.00</u>
	56,734.87

Total Available \$ 39,291.87

Disbursements:

Expenses for May	<u>24,351.84</u>
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Balance on Hand May 31, 1984 \$ 14,940.03

SITE AND CONSTRUCTION FUND

Balance on Hand April 30, 1984 \$ 33,323.71

Receipts:

Investments	277,550.81	
Interest on Investments	<u>21,330.99</u>	<u>298,881.80</u>

Total Available \$332,205.51

Disbursements:

Investments	290,352.37	
Expenses for May	<u>19,361.25</u>	<u>309,713.62</u>

Balance on Hand May 31, 1984 \$ 22,491.89

BOND AND INTEREST FUND #1

Balance on Hand April 30, 1984 \$ 82,963.17

Receipts:

Taxes - 1982	182.55	
Taxes - 1983	22,512.30	
Interest on Investments	<u>579.97</u>	<u>23,274.82</u>

Total Available \$106,237.99

Disbursements:

-0-

Balance on Hand May 31, 1984 \$ 106,237.99

BOND AND INTEREST FUND #4

Balance on Hand April 30, 1984 \$ 24,724.28

Receipts:

Taxes - 1982	212.09	
Interest on Investments	<u>173.17</u>	<u>385.26</u>

Total Available \$ 25,109.54

Disbursements:

-0-

Balance on Hand May 31, 1984 \$ 25,109.54

WORKING CASH FUND

Balance on Hand April 30, 1984 \$ 108,603.71

Receipts:

Investments	348,257.32
Loan from Educ. Fund	<u>200,000.00</u>
	<u>548,257.32</u>

Total Available \$ 656,861.03

Disbursements:

Investments	438,000.00
Loan to Work Study Fund	16,000.00
Loan to Building Fund	25,000.00
Loan to Educ. Fund	<u>160,000.00</u>
	<u>639,000.00</u>

Balance on Hand May 31, 1984 \$ 17,861.03

INSURANCE FUND

Balance on Hand April 30, 1984 \$ 64,661.42

Receipts:

Taxes - 1982	55.54
Taxes - 1983	6,694.65
Investment Income	446.15
Expenditure Credits	<u>9.04</u>
	<u>7,205.38</u>

Total Available \$ 71,866.80

Disbursements:

-0-

Balance on Hand May 31, 1984 \$ 71,866.80

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FUNDS INVESTED

Central National Bank	S & C	Variable	\$ 405,090.15
Farmers National Bank	S & C	10.00	112,460.19
Dixon National Bank	S & C	10.75	290,352.37
Farmers National Bank	S & C	9.30	105,000.00
First National Bank	S & C	10.35	75,000.00
First National Bank	S & C	9.70	105,949.67
Rock Falls National	B & I #1	9.50	368,525.44
Rock Falls National	Working Cash	Variable	1,329,000.00
Dixon National	Working Cash	9.75	315,177.78
Dixon National	Working Cash	9.25	<u>91,967.74</u>
		TOTAL INVESTED	\$3,198,523.34

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 5/31/84

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

ASSETS:

Cash in Bank	\$3,781.55
Notes Receivable	<u>4,315.89</u>
	<u>\$8,097.44</u>

LIABILITIES & NET WORTH:

Fund Equity	\$4,631.36
Net Profit	<u>3,466.08</u>
	<u>\$8,097.44</u>

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

INCOME:

Interest Income	\$ 280.07
Contribution Income	5,000.00
Bad Debts Repaid	<u>321.00</u>
	\$5,601.07

EXPENSES:

Bad Debts	\$2,134.99
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<u>NET PROFIT</u>	<u>\$3,466.08</u>
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SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Period Ending May 31, 1984

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

Cash on Hand	\$ (7,723.09)	
Loans from Other Funds.		\$16,000.00
Workstudy Awards Receivable from Fed. Gov. 1983-84.	32,858.00	
Workstudy Awards Capital 1983-84.		173,825.28
Workstudy Awards Paid 1983-84	161,549.68	
E.O.G. Awards Receivable from Fed. Gov. 1983-84	8,534.10	
Initial E.O.G. Awards Capital 1983-84		32,679.00
Initial E.O.G. Awards Paid 1983-84.	27,760.50	
Renewal E.O.G. Awards Capital 1983-84		27,186.00
Renewal E.O.G. Awards Paid 1983-84.	22,922.00	
PELL Grant Awards Receivable from Fed. Gov. 1983-84	48,400.00	
PELL Grant Awards Capital 1983-84		633,100.00
PELL Grant Awards Paid 1983-84.	590,572.48	
Inactive Federal Grants		2,083.39
	<u>\$884,873.67</u>	<u>\$884,873.67</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 5-31-84

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

ASSETS:

Cash in Bank	\$117,383.21
Petty Cash	500.00
Accounts Receivable - Educational Fund	293.31
Inventory 6-30-83	114,591.69
	<u>\$232,768.21</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund	\$ 704.00
Fund Equity	\$231,729.17
Net Gain	335.04
	<u>232,064.21</u>
	<u>\$232,768.21</u>

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

INCOME:

Textbook Sales	\$243,902.34
Supply Sales	33,417.36
Miscellaneous Sales	23,115.20
Paperback Sales	7,730.02
Used Book Sales	24,700.15
Sales Tax Collected	17,329.62
Other Income	<u>259.76</u>
	<u>\$350,454.45</u>

EXPENSES:

Textbooks Purchased	\$224,608.83
Supply Purchases	23,731.53
Miscellaneous Purchases	19,606.90
Paperback Purchases	7,887.86
Used Book Purchases	17,615.19
Sales Tax Paid	16,511.59
Salaries & Wages	29,311.65
Transportation Charges	6,640.31
Supply Expense	1,914.85
Equipment	-0-
Travel	573.94
Telephone	304.35
Dues & Subscriptions	311.25
Other Expense	1,002.60
Over & Under	52.21
Bad Debts	<u>46.35</u>
	<u>350,119.41</u>

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

SAUK VALLEY COLLEGE

RESTRICTED PURPOSES FUND

May 31, 1984

Balance on Hand - April 30, 1984	\$221,762.91
May Receipts	184,903.37
Void Check #742 - written 1/11/84	1.00
Void Check #1041 - written 2/15/84	80.00
Cash Under - May 17, 1984 deposit	(162.00)
Cash Over - May 17, 1984 deposit	1.00
Cash Over - May 18, 1984 deposit	<u>162.00</u>
TOTAL FUNDS AVAILABLE DURING MAY	\$406,748.28
May Disbursements	<u>269,939.13</u>
Balance on Hand - May 31, 1984	<u>\$136,809.15</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

Comprehensive Fee Income	\$ 52,323.30
Athletic Income	2,751.73
Drama Income	981.40
Student Activity Income	3,105.75
Student Newspaper Income	54.50
Film Income	786.00
Cash Over & Under	(10.34)
Other Income - Student Activity Only	<u>18.70</u>
TOTAL INCOME	<u>\$ 60,011.04</u>

BUDGET EXPENSE

Athletic Expense	\$21,000.	\$15,524.63
Cheerleader & Pom Pon Squad	850.	844.58
Speech Act. & Readers Theatre	3,700.	3,261.23
Drama Expense	2,800.	1,233.32
Music Expense	3,800.	3,660.35
Student Act. Expense/Cultural-Social	10,000.	9,554.79
Student Newspaper Expense	3,300.	1,206.99
SVC Student Senate Expense	2,000.	1,076.47
Women's Intercollegiate Expense	14,200.	16,033.90
Intramurals - Coed	50.	-0-
SVC Clubs	500.	-0-
Film Commission	1,600.	1,652.06
Contingency Expense/Equipment	-0-	-0-
Contingencies/Non-Budgeted	200.	-0-
TOTAL EXPENSE	<u>\$ 64,000.</u>	<u>\$ 54,048.32</u>

Excess of Revenue Over Expenditures as of
May 31, 1984

\$ 5,962.72

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS & LIABILITIES

ASSETS		REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank	\$136,809.15	Due Educational Fund	\$5,505.30
Petty Cash	-0-	Due Building Fund	116.80
Accts. Rec.	67,879.70	Due Student Loan Fund	1,769.41
Investments	100,000.00	Due Bookstore	4,083.24
		Out of District Fees	4,117.23
		Student Tuition	102,509.00
		Lab Fees	2,661.00
		Tuition Refunds	(3,308.00)
		Lab Fees Refunds	<u>(107.00)</u>
			\$117,346.98

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$2,018.90
Parking	3,794.04
Recreation Room Fund	12,070.11
Student Locker Fund	582.50
Land Lab	8,741.24
Community Services	3,666.27
Photography Supplies	24.86
Collegiate Choir	603.43
LPN Supplies	1,984.94
Planning Gt.- Title III	-0-
LRC Contributions	864.71
Nursing Capitation Gt.	(.88)
Indochinese Grant	3,180.57
1983-84 Disadvantaged Gt.	(634.23)
JTPA - Title IIA	(2,314.13)
Truck Farming	1,321.03
DAVTE Disadv.& Handicapped Gt(4,657.68)	
Humanities Grant	90.85
Miscellaneous Account	78.75
Econ. Dev. Gt. - Income	51,002.79
Econ. Dev. Gt. - Expenses	(37,529.21)
Student Clubs	1,608.76
Adult Learning Bk. Chges.	1,717.34
SVC Foundation	(594.54)
Community Theatre	49.70
College Van	1,840.18
Vocational Info. Program	1,483.78
Student Serv./Special Proj.	115,228.82
Dixon Correctional Center	-0-
Labor Market Orientation	-0-
Vocational Exploration Prog.	<u>-0-</u>
	\$166,222.90

FUND EQUITY

July 1, 1983	\$15,156.25
Excess of Revenue Over Expenditures, as of May 31, 1984	<u>5,962.72</u>

TOTAL ASSETS \$304,688.85 TOTAL LIABILITIES & NET WORTH \$304,688.85

SAUK VALLEY COLLEGE

APPROVED BY

Kay L. Fisher

PRESIDENT

David W. Pendagors

SECRETARY

DATE 6/25/84

BILLS PAYABLE

June 25, 1984

EDUCATIONAL FUND

192-000-529.02	CHARLES FRIEDERS	Relocation expenses	3503	\$ 53.38
	SVC PAYROLL FUND	5-31-84 Payroll	3504	183,675.84
192-000-544.02	POSTMASTER	Grade mailings	3505	801.40
192-000-544.02	POSTMASTER	Bus. Reply acct.	3506	200.00
176-000-575	CENTRAL TELEPHONE CO.	Service	3507	2,653.41
192-000-544.02	POSTMASTER	Postage meter	3508	9,800.00
	SVC PAYROLL FUND	6-15-84 Payroll	3509	91,857.61
110-814-514-01	SWEDISH AMERICAN HOSPITAL	Student training	3510	100.00
120-000-541.03	U.S. GOVERNMENT PRINTING OFC.	Supplies	3511	400.00
				\$289,541.64

Q 512541.02	ABI/ALEXANDER BROUDE INC	MEMBERSHIP	3,5 12	20.00
4 512541.02	A L EDUCATIONAL SALES INC	SUPPLIES	3,5 13	40.00
0 810547.00	THE AMBOY NEWS	PUB RELA	3,5 14	70.00
Q 000541.03	AMERICAN LIBRARY ASSN	SUPPLIES	3,5 15	135.00
Q 810547.00	THE ASHTON GAZETTE	PUB RELA	3,5 16	80.00
Q 715541.02	BSN CORP	SUPPLIES	3,5 17	46.80
Q 000545.00	BAKER & TAYLOR CO	BOOKS	3,5 18	267.35
Q 000545.00	BAKER & TAYLOR CO	BOOKS	3,5 19	699.21
Q 300541.02	BENNETT WELDING	SUPPLIES	3,5 20	46.10
Q 500541.02	BLACKHAWK FILMS	SUPPLIES	3,5 21	53.48
Q 000544.01	DICK BLICK	SUPPLIES	3,5 22	39.53
Q 400550.00	WILLIAM BYAR	TRAVEL	3,5 23	154.00
Q 000541.03	CATALOG CARD CORP	SUPPLIES	3,5 24	496.00
2 000585.00	CENTRAL SCIENTIFIC CO	EQUIPMENT	3,5 25	700.00
Q 100541.02	CHALLENGE COMPUTER SUPPLIES	SUPPLIES	3,5 26	101.78
2 000554.00	CHRONICLE OF HIGHER EDUC	RECRUITMENT	3,5 27	180.32
1 000556.00	CLAYTONS FLORAL SHOP	SUPPLIES	3,5 28	21.00
5 000550.00	WALTER CLEVENGER	TRAVEL	3,5 29	25.40
8 000549.00	COLLEGIATE CAP & GOWN CO	CAPS & GOWNS	3,5 30	2561.60
2 000585.01	COMPUTERS AND MORE	EQUIPMENT	3,5 31	456.94
Q 000545.00	CONGRESSIONAL QUARTERLY INC	BOOKS	3,5 32	31.90
Q 816541.02	COPPINS LETTER SHOP	BROCHURES-HONORS PROG	40.00	
1 000541.01	X X	SUPPLIES	62.00	
8 000549.00	X X	PROGRAMS-PINNING	88.00	
2 000547.00	THE DAILY GAZETTE	AD	3,5 33	190.00
5 000541.01	DEMCO	SUPPLIES	3,5 34	10.50
Q 810547.00	DIXON EVENING TELEGRAPH	PUB INFO	812.35	46.03
Q 813541.02	X X	COMMUNITY ED	57.75	
2 000547.00	X X	AD	9.30	
Q 300533.00	DIXON METAL SPECIALTIES	SHOP RENTAL	3,5 36	870.40
			3,5 37	350.00

2810547.00	DYNAMIC GRAPHICS	SUPPLIES	3,538	145.95
2711533.00	EASTER SERVICES INC	REPAIRS	3,539	1,442.20
2814541.01	ECONOMY TROPHY INC	PLAQUES 60.00		
2000549.00	X X	X X 81.00	3,540	141.00
2000545.00	EDU TECH CORP	BOOKS	3,541	9.07
6000575.00	KAY FISHER	PHONE CALLS	3,542	84.27
2000529.00	JERRY FRANA	REIMB 2.6 HOURS	3,543	195.00
2810547.00	FULTON PRESS INC	PUB INFO	3,544	108.00
2512541.02	G.I.A. PUBLICATIONS	SUPPLIES	3,545	15.37
4000541.01	G P TECHNOLOGIES	SUPPLIES 7.09		
2000541.01	X X	SUPPLIES 28.36	3,546	35.45
4000550.00	HAL GARNER	TRAVEL	3,547	115.40
2000541.03	GAYLORD BROS INC	SUPPLIES	3,548	13.40
2810550.00	RALPH GELANDER	TRAVEL	3,549	89.20
2711541.02	GENERAL DIAGNOSTICS	SUPPLIES	3,550	497.10
2711541.02	GILFORD INSTRUMENT LABS	SUPPLIES	3,551	145.00
2000545.00	HARPER & ROW PUBLISHERS	BOOKS	3,552	12.32
2814541.01	HASKELLS	SUPPLIES 46.95		
2000541.01	X X	156.70	3,553	203.65
2100541.02	HEATH CO	SUPPLIES	3,554	21.55
2000544.01	THE HIGHSMITH CO	SUPPLIES	3,555	126.43
0813550.00	BILL HOAGLAND	TRAVEL	3,556	128.00
2800537.00	I B M	SERVICE 96.60		
2000537.00	X X	70.95		
5000562.00	X X	MAINT AGRMT 226.50	3,557	394.05
0810547.00	I M S PRESS	SUPPLIES	3,558	99.00
6000575.00	ILLINOIS BELL TELEPHONE	SERVICE	3,559	211.09
0810547.00	ILLINOIS POSTER ADVERTISING	PUB INFO	3,560	600.00
2000549.00	JOSTENS	DIPLOMAS	3,561	330.07
0714541.02	K ART ENTERPRISES	SUPPLIES	3,562	290.81
1000556.00	THE KROGER CO	SUPPLIES	3,563	22.27
0813541.02	LA LECHE LEAGUE INTERNATIONAL	SUPPLIES	3,564	22.25
0810547.00	LEE WAYNE CO	SUPPLIES	3,565	274.00
2000550.00	CAROL LINTON	TRAVEL	3,566	18.96
0512541.02	LORENZ CORP	SUPPLIES	3,567	32.75
0000544.01	3M CORP	SUPPLIES	3,568	355.20
0000545.00	MACMILLAN PUBL CO	BOOKS	3,569	594.00
0300541.02	MEANS SERVICE CO.	SUPPLIES 13.61		
0715541.02	X X	1.90	3,570	15.51
0812541.01	N A E I R	SUPPLIES	3,571	10.00
0716541.02	SAMS DRIVE IN CLEANERS	SUPPLIES	3,572	9.28
2000549.00	MELLOTTS	COMMENCEMENT SUPP	3,573	4.35
8000550.00	LINDA MILLER	TRAVEL	3,574	30.00
0300541.02	MOUSER ELECTRONICS	SUPPLIES	3,575	55.49
0500541.02	MOVIE BUFF VIDEO	SUPPLIES	3,576	41.95
0000544.01	ED MOELLER X	SUPPLIES	3,577	53.55
0814541.01	NATL LEAGUE FOR NURSING	SUPPLIES	3,578	26.85
5000562.00	N C R CORP	EQUIP RENTAL	3,579	8,374.56
5000533.00	NATL COMPUTER SYSTEMS	SERVICE	3,580	181.00
0000533.00	NATIONWIDE ENGINEERING & CONTROL	REPAIRS 273.28		
0000544.01	X X X	SUPPLIES 864.48	3,581	1,137.76
0711550.00	HAROLD NELSON	TRAVEL	3,582	120.40

6,000.571.00	NORTHERN ILL GAS CO	SERVICE	3,583	3,110.67
0,300.550.00	CHARLES OSTER	TRAVEL 112.00		
2,000.529.00	X X	REIMB 3 HRS 77.00	3,584	189.00
1,000.556.00	R S OWENS	PLAQUES	3,585	196.45
0,810.547.00	PHOTOGRAPHY BY T L DOTY	PUB INFO	3,586	709.07
8,000.549.00	PINNEY PRINTING CO	COMMENCEMENT	3,587	1,032.00
2,000.529.00	KAREN PINTER	REIMB 6 HRS	3,588	308.94
0,810.547.00	R L POLK & CO	CITY DIRECTORY	3,589	74.00
0,000.544.01	PORTERS CAMERA STORE	SUPPLIES	3,590	137.99
0,810.547.00	THE ECHO	PUB INFO	3,591	46.20
1,000.541.01	PRYOR CORP	SUPPLIES	3,592	58.66
0,000.545.00	PUBLISHERS QUALITY LIBRARY	SERV BOOKS	3,593	95.42
0,100.533.00	RADIO RANCH INC	SERVICE	3,594	169.00
0,512.541.02	RED CARPET STEREO	SUPPLIES	3,595	24.99
0,000.541.03	REMCO CENTER INC	SUPPLIES	3,596	7.00
0,810.547.00	ROCHELLE NEWSPAPERS	PUB INFO	3,597	126.00
0,810.547.00	ROCK VALLEY REVIEW	PUB INFO	3,598	104.00
0,100.541.02	SVC BOOKSTORE	SUPPLIES 1.57		
0,300.541.02	X X	14.61		
0,310.541.02	X X	20.27		
0,316.541.02	X X	30.29		
0,400.541.02	X X	1.61		
0,418.541.02	X	.59		
0,500.541.02	X X	3.09		
0,711.541.02	X X	4.90		
0,712.541.02	X X	3.79		
0,810.547.00	X X	4.57		
0,811.541.01	X X	15.02		
0,812.541.01	X X	1.64		
0,813.541.02	X X	34.59		
0,815.541.02	X X	.57		
0,818.541.01	X X	6.26		
0,000.544.01	X X	2.63		
1,000.541.01	X X	4.14		
8,000.541.01	X X	8.90		
1,000.541.01	X X	2.91		
5,000.541.01	X X	3.79		
1,000.541.01	SBM EQUIPMENT CENTER	SUPPLIES	3,599	165.74
0,600.541.02	SARGENT WELCH SCIENTIFIC CO	SUPPLIES	3,600	9.00
0,811.550.00	MICHAEL SEQUIN	TRAVEL	3,601	27.50
0,812.550.00	SERVOMATION CORP	LUNCHES 2.47	3,602	54.20
1,000.550.00	X X	30.00	3,603	32.47
6,000.550.00	KAREN SHAPTON	TRAVEL	3,604	28.00
0,714.550.00	STANLEY SHIPPET	TRAVEL	3,605	319.22
0,812.541.01	SIMTEK	SUPPLIES	3,606	6.45
5,000.541.01	SOUTH WESTERN PUBL CO	SUPPLIES	3,607	41.90
0,810.547.00	STERLING CAMERA CENTER	PUB INFO	3,608	63.49
0,310.538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	3,609	3,816.72
0,100.541.02	G F STOCKER	SUPPLIES	3,610	69.18
0,300.541.02	SUN ELECTRIC CORP	SUPPLIES	3,611	34.40
2,000.529.00	ROBERT THOMAS	REIMB 3 HRS	3,612	131.00
0,300.541.02	TRAVERS TOOL CO	SUPPLIES	3,613	120.40
0,810.547.00	TRI COUNTY PRESS	PUB INFO	3,614	102.80

2,813,550.00	KAY TURK	TRAVEL	3,6 15	51.20
2,000,545.00	TWAYNE PUBLISHERS	BOOKS	3,6 16	21.40
2,100,541.02	UARCO	SUPPLIES 97.81		
2,000,541.01	X X	266.12	3,6 17	363.93
2,000,541.01	UNIVERSITY ASSOCIATES INC	SUPPLIES	3,6 18	24.50
2,000,545.00	VIDEO GENERAL	BOOKS	3,6 19	45.00
2,810,547.00	W C C I	PUB INFO	3,6 20	270.00
2,812,550.00	EUGENE WAGNER	TRAVEL	3,6 21	65.80
2,810,547.00	THE WALNUT LEADER	PUB INFO	3,6 22	52.40
2,000,549.00	WALRUS MOUNTAIN PRODUCTIONS	COMMENCEMENT	3,6 23	250.00
2,000,534.00	WARD MURRAY PACE & JOHNSON	SERVICES	3,6 24	485.00
2,100,550.00	CHARLES WEST	TRAVEL	3,6 25	22.20
2,000,545.00	WEST PUBL CO	BOOKS	3,6 26	546.50
2,810,547.00	WHITESIDE NEWS SENTINEL	PUB INFO	3,6 27	114.40
2,000,541.01	WRITING SALES INC	SUPPLIES	3,6 28	81.46
2,000,541.01	XEROX CORP	SUPPLIES	3,6 29	891.05
2,000,550.00	ROBERT EDISON	TRAVEL	3,6 30	31.40
2,000,549.00	SVC IMPREST FUND	MISC EXPENSES	3,6 31	661.62
	SVC PETTY CASH	SUPPLIES	3,6 32	3.97
				<u>39,929.54</u>
	TOTAL BILLS			

CKS. #3503 - 3511

289,541.64

TOTAL EDUCATIONAL FUND FOR JUNE

\$329,471.18

BOND AND INTEREST #1

490-000-564	AMERICAN NATIONAL BANK & TRUST CO.	Interest - 9250.00	
490-000-569	X X X X	Fees - 30.00	103
			<u>\$ 9,280.00</u>

TOTAL BOND & INTEREST #1 for June

\$ 9,280.00

WORKING CASH FUND

SVC WORK STUDY FUND	Inter-fund loan	6	<u>\$10,000.00</u>
TOTAL WORKING CASH FUND FOR JUNE			\$10,000.00

SITE AND CONSTRUCTION FUND

390-000-584.09	BELING CONSULTANTS	Services	710	<u>\$ 2,053.88</u>
	TOTAL SITE AND CONSTRUCTION FUND FOR JUNE			\$ 2,053.88

BUILDING FUND

6,000.573.00	COMMONWEALTH EDISON	SERVICE	271	14,688.15
0,000.541.04	COMPRESSORS AND COMPONENTS	SUPPLIES	272	157.37
0,000.550.00	PATT DAWSON	TRAVEL	273	20.00
1,000.533.00	DIV OF MANAGEMENT SERVICES	BOILER INSP	274	10.00
0,000.541.04	DIXON AUTO SUPPLY CO	SUPPLIES	275	145.28
0,000.541.04	ENGLEWOOD ELECTRIC SUPPLY	SUPPLIES	276	3,638.72
0,000.541.04	FORSTER IMPLEMENT	SUPPLIES	277	54.46
0,000.541.04	GENERAL METERS & CONTROLS	SUPPLIES	278	41.24
0,000.550.00	GLADYS GUNTLE	TRAVEL	279	14.00
0,000.541.04	KRADLES	SUPPLIES	280	3,188.79
0,000.541.04	LEE F S INC	SUPPLIES	281	414.09
1,000.533.00	DAVID MAYES	SEWAGE TESTING	282	190.00
1,000.533.00	MONTGOMERY ELEVATOR CO	SERVICE	283	469.96
0,000.541.04	MORGAN SERVICES INC	SUPPLIES	284	97.96
0,000.541.01	PHOTO COPY SERVICE CO	SUPPLIES	285	174.15
0,000.541.04	RATZLAFF FORD TRACTOR CO	SUPPLIES	286	96.75
2,000.533.00	ROCK RIVER GLASS	REPAIRS	287	255.00
1,000.533.00	ROCK VALLEY DISPOSAL	SERVICE	288	82.80
0,000.541.04	SVC BOOKSTORE	SUPPLIES	289	1.18
0,000.541.04	SVC EDUCATIONAL FUND	SUPPLIES	290	4.39
0,000.541.04	SAFETY SERVICES INC	SUPPLIES	291	112.08

2000.541.04	SEARS ROEBUCK & CO	SUPPLIES	292	39.99
2000.541.04	SORENSEN BLDG SERV	SUPPLIES	293	743.34
2000.541.04	TEXSTEAM PRODUCTS	SUPPLIES	294	63.59
2000.541.04	T S C	SUPPLIES	295	25.76
2000.541.04	VISUAL DISPLAY	SUPPLIES	296	42.00
2000.541.04	VONACHEN INDUS SUPPLIES	SUPPLIES	297	77.52
2000.550.00	NORMAN WELCH	TRAVEL	298	12.00
2000.541.04	WESTINGHOUSE ELEC	SUPPLIES	299	612.11
2000.541.04	WESTWOOD MACHINE & TOOL	SUPPLIES	300	53.72
2000.541.04	SVC PETTY CASH	SUPPLIES	301	10.45

TOTAL BUILDING FUND FOR JUNE

25,536.85

IMPREST FUND

192-000-544.02	United Parcel Service	Service	6855	\$ 26.76
110-712-541.02	Community General Hospital	Supplies	6856	18.32
192-000-544.02	United Parcel Service	Service	6857	37.62
110-512-541.02	Belwin Mills Publishing	Supplies	6858	24.75
191-000-550	Richard Groharing	Travel	6859	126.24
138-000-549	Tim Fischbach	Organist - Commencement	6860	50.00
138-000-541.01	Wilhelm D. Eck, Treas. MASFAA	Dues	6861	20.00
120-000-545	Nickelodeon Records	Records	6862	4.50
192-000-544.02	United Parcel Service	Service	6863	55.66
191-000-550	Marilyn Vinson	Supplies	6864	12.41
138-000-549	Ann Vock	Usher - Commencement	6865	13.40
138-000-549	Theresa Shappa	" "	6866	13.40
138-000-549	Robert Owen	" "	6867	13.40
138-000-549	Dean Harms	" "	6868	13.40
192-000-544.02	United Parcel Service	Service	6869	56.71
110-100-541.02	Borland International	Supplies	6870	54.95
110-714-533	Margaret Frey	Honorarium	6871	25.00
138-000-549	Janet Hoover	Singing-Pinning Ceremony	6872	10.00
138-000-549	Charlotte Nehring	" " "	6873	10.00
138-000-549	Liz Speer	Pianist " "	6874	10.00
138-000-549	Shirley Knutson	Singing " "	6875	10.00
138-000-549	Sue Fitzgerald	Pianist " "	6876	25.00
110-600-541.02	Dale Heuck	Supplies	6877	10.96
192-000-544.02	United Parcel Service	Service	6878	19.14

Total Disbursements - EDUCATIONAL FUND \$661.62

Balance in fund = 2362.38

Disbursements = 661.62

Total in fund = 3024.00

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIVISION OF BUSINESS SALARIES	134,623.21	134,623.21	123,660.38	10,962.83	153,066.00	18,442.79	18,442.79
DIV OF BUS CONTR SERV	10,578.55	10,578.55	10,409.55	169.00	11,600.00	1,021.45	1,021.45
DIV OF BUS SUPPLIES	8,565.25	8,565.25	8,088.92	476.33	9,045.00	479.75	479.75
DIV OF BUS CONF & MEETINGS	1,165.25	1,165.25	1,143.05	22.20	9,000.00	265.25 CR	265.25 CR
FOOD SERV CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
FOOD SERV SUPPLIES	127.78	127.78	127.12	.66	150.00	22.22	22.22
DIV OF AGRIC SALARIES	24,092.00	24,092.00	17,065.11	7,026.89	24,092.00	.00	.00
DIV OF AGRIC CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
DIV OF AGRIC SUPPLIES	758.73	758.73	758.73	.00	1,150.00	391.27	391.27
DIV OF AGRIC CONF & MEETINGS	1,152.00	1,152.00	1,152.00	.00	1,200.00	48.00	48.00
DIV OF INDUS ED SALARIES	161,417.00	161,417.00	149,966.18	11,450.82	174,562.00	13,145.00	13,145.00
DIV OF INDUS ED CONTR SERV	3,245.22	3,245.22	2,895.22	350.00	3,600.00	354.78	354.78
DIV OF INDUS ED SUPPLIES	20,626.55	20,626.55	20,953.90	327.35 CR	20,500.00	1,265.55 CR	1,265.55 CR
DIV OF INDUS ED CONF & MEETINGS	575.90	575.90	463.90	112.00	700.00	124.10	124.10
COSMETOLOGY CONTR SERV	59,220.72	59,220.72	55,404.00	3,816.72	56,500.00	2,720.72 CR	2,720.72 CR
COSMETOLOGY SUPPLIES	20.27	20.27	20.27	20.27	100.00	79.73	79.73
HUMAN SERV SUPPLIES	694.98	694.98	655.67	39.31	850.00	155.62	155.62
HUMAN SERV CONF & MEETINGS	31.98	31.98	31.98	.00	100.00	68.02	68.02
DIV OF SOC SCI SALARIES	106,496.53	106,496.53	97,707.16	8,789.37	121,706.00	15,209.47	15,209.47
DIV OF SOC SCI SUPPLIES	2,855.44	2,855.44	2,693.76	156.68	2,650.00	205.44 CR	205.44 CR
DIV OF SOC SCI CONF & MEETINGS	364.30	364.30	210.30	154.00	300.00	64.30 CR	64.30 CR
E M T CONTR SERV	820.00	820.00	820.00	.00	1,650.00	830.00	830.00
E M T SUPPLIES	52.38	52.38	52.38	.00	90.00	37.62	37.62
DIV OF CRIM JUS SALARIES	45,549.00	45,549.00	43,018.50	2,530.50	45,549.00	.00	.00
DIV OF CRIM JUS CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
DIV OF CRIM JUS SUPPLIES	1,058.77	1,058.77	1,058.18	.59	1,060.00	1.23	1.23
DIV OF CRIM JUS CONF & MEETINGS	255.23	255.23	255.23	.00	850.00	594.77	594.77
LIBRARY TECH SUPPLIES	15.11	15.11	15.11	.00	100.00	84.89	84.89
DIV OF HUMANITIES SALARIES	202,744.96	202,744.96	187,170.85	15,574.11	225,564.00	22,819.04	22,819.04
DIV OF HUMAN. SUPPLIES	2,889.96	2,889.96	2,700.04	189.92	3,275.00	385.04	385.04
DIV OF HUMAN. CONF & MEETINGS	825.46	825.46	825.46	.00	1,100.00	274.54	274.54
ART DEPT SALARIES	18,871.75	18,871.75	16,885.25	1,986.50	23,838.00	4,966.25	4,966.25
ART DEPT CONTR SERV	346.50	346.50	346.50	.69	200.00	146.50 CR	146.50 CR
ART DEPT SUPPLIES	443.56	443.56	432.74	10.82	600.00	158.44	158.44

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MUSIC DEPT SALARIES	37,743.50	37,743.50	33,770.50	3,973.00	4,767.60	9,932.50	9,932.50
MUSIC DEPT CONTR SERV	692.50	692.50	692.50	.00	1,200.00	507.50	507.50
MUSIC DEPT SUPPLIES	1,280.48	1,280.48	1,120.94	159.54	1,450.00	169.52	169.52
MUSIC DEPT CONF & MEETINGS	75.00	75.00	75.00	.00	200.00	125.00	125.00
DIV OF MATH SCI SALARIES	160,962.49	160,962.49	149,189.79	11,772.70	175,946.00	14,983.51	14,983.51
DIV OF MATH SCI CONTR SERV	160.00	160.00	160.00	.00	200.00	40.00	40.00
DIV OF MATH SCI SUPPLIES	10,854.76	10,854.76	10,732.64	122.12	11,150.00	295.24	295.24
DIV OF MATH SCI CONF & MEETINGS	887.58	887.58	887.58	.00	1,000.00	112.42	112.42
DIV OF MED LAB TECH SALARIES	41,040.74	41,040.74	37,233.82	3,806.92	45,683.00	4,642.26	4,642.26
DIV OF MED LAB TECH CONTR SERV	22,126.6	22,126.6	770.46	1,442.20	1,650.00	562.66 CR	562.66 CR
DIV OF MED LAB TECH SUPPLIES	7,906.75	7,906.75	7,233.89	672.86	11,590.00	3,683.25	3,683.25
DIV OF MED LAB TECH CONF & MEETINGS	385.20	385.20	264.80	120.40	620.00	234.80	234.80
ADN SALARIES	101,357.39	101,357.39	92,324.98	9,032.41	110,144.00	8,786.61	8,786.61
ADN OFC SALARIES	9,854.93	9,854.93	8,933.67	871.26	10,455.00	600.67	600.67
ADN CONTR SERV	80.00	80.00	80.00	.00	620.00	540.00	540.00
ADN SUPPLIES	1,411.03	1,411.03	1,352.87	58.16	1,725.00	313.97	313.97
ADN CONF & MEETINGS	286.40	286.40	286.40	.00	200.00	1,713.60	1,713.60
DIV OF LPN SALARIES	73,665.13	73,665.13	64,829.43	8,335.70	77,971.00	4,305.57	4,305.57
DIV OF LPN CONTR SERV	80.00	80.00	80.00	.00	195.00	115.00	115.00
LPN SUPPLIES	1,101.50	1,101.50	1,099.86	1.64	1,860.00	758.50	758.50
LPN CONF & MEETINGS	419.81	419.81	419.81	.00	650.00	230.19	230.19
DIV OF RAD TECH SALARIES	24,457.98	24,457.98	22,322.58	2,135.40	25,625.00	1,167.02	1,167.02
RAD TECH CONTR SERV	1,284.10	1,284.10	1,253.10	25.00	1,587.00	302.90	302.90
RAD TECH SUPPLIES	1,612.26	1,612.26	1,201.16	331.03	2,065.00	452.74	452.74
RAD TECH CONF & MEETINGS	1,586.63	1,586.63	1,267.41	319.22	1,820.00	233.37	233.37
DIV OF PHYS ED SALARIES	34,249.97	34,249.97	30,644.71	3,605.26	43,263.00	9,013.03	9,013.03
DIV OF PHYS ED CONTR SERV	1,266.85	1,266.85	1,266.85	.00	2,000.00	733.15	733.15
DIV OF PHYS ED SUPPLIES	928.15	928.15	879.33	48.82	1,400.00	471.85	471.85
DIV OF PHYS ED CONF & MEETINGS	58.90	58.90	58.90	.00	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	192.51	192.51	183.23	9.28	270.00	77.49	77.49
DIV OF NURSING ASST CONF & MEETINGS	18.40	18.40	18.40	.00	45.00	26.60	26.60
INSTR ADMIN SEC SALARIES	23,907.91	23,907.91	21,309.83	2,098.08	25,177.00	1,269.09	1,269.09
INSTR ADMIN FED WORK STUDY	11,570.67	11,570.67	10,364.80	1,185.87	13,000.00	1,429.33	1,429.33
WORKROOM FED WORK STUDY	5,244.42	5,244.42	4,664.87	579.55	7,250.00	2,005.58	2,005.58

SAUK VALLEY COLLEGE

APPROVED BY

Kay L. Fisher

PRESIDENT

David W. Mendez

SECRETARY

DATE 6/25/84

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKROOM CONTR SERV	4,191.50	4,191.50	4,191.50 .00	4,700.00	508.50	508.50	
INSTR ADMIN UNALLOCATED CONTR	833.86	833.86	737.26 96.60	1,900.00	1,066.14	1,066.14	
FACULTY OFC SUPPLIES	455.63	455.63	422.58 33.05	900.00	444.37	444.37	
INSTITUTIONAL COMMITTEES	10.47	10.47	2.84 7.63	300.00	289.53	289.53	
WORKROOM SUPPLIES	3,805.08 □	3,805.08 □	3,415.23 □ 389.85 CR	1,000.00	4,805.08	4,805.08	
PUB INFO SALARIES	29,693.00	29,693.00	27,111.00 2,502.00	30,934.00	1,291.00	1,291.00	
PUB INFO SECR SALARIES	1,589.15	1,589.15	1,418.95 170.20	2,000.00	410.55	410.55	
PUB INFO SUPPLIES	455.71.34	455.71.34	416.33.68 3,937.66	77,600.00	32,028.66	32,028.66	
PUB INFO CONF & MEETINGS	641.40	641.40	552.20 89.20	1,000.00	358.60	358.60	
ASST DEAN ARTS & SOC SCI SALARY	30,173.98	30,178.98	27,554.72 2,624.26	31,491.00	1,312.02	1,312.02	
PART TIME OVERLOAD	39,901.24	39,901.24	35,338.41 4,562.83	40,000.00	98.76	98.76	
NIGHT PREMIUMS	300.00	300.00	300.00 .00		300.00 CR	300.00 CR	
SUMMER SALARIES	4,984.50	4,984.50	4,984.50 .00	44,200.00	5,645.00 CR	5,645.00 CR	
SECR SALARY	11,259.42	11,259.42	10,280.34 979.08	11,749.00	489.58	489.58	
FED WORK STUDY	6,273.57	6,273.57	5,806.26 467.31	5,800.00	473.57 CR	473.57 CR	
SUPPLIES	650.55	650.55	554.39 96.16	800.00	149.45	149.45	
CONF & MEETINGS	678.08	678.08	623.88 54.20	1,000.00	321.92	321.92	
ASST DEAN BUS & TECH SALARY	31,767.82	31,767.82	29,005.40 2,762.42	33,149.00	1,381.18	1,381.18	
PART TIME OVERLOAD	109,751.69	109,751.69	92,598.25 17,153.44	105,000.00	4,751.69 CR	4,751.69 CR	
NIGHT PREMIUMS	1,500.00	1,500.00	1,500.00 .00		1,500.00 CR	1,500.00 CR	
SUMMER SALARIES	38,874.25	38,874.25	38,874.25 .00	41,000.00	2,125.75	2,125.75	
SECR SALARIES	13,007.42	13,007.42	11,876.34 1,131.08	13,573.00	565.58	565.58	
FED WORK STUDY	10,985.34	10,985.34	10,390.72 594.62	11,256.00	270.66	270.66	
SUPPLIES	776.43	776.43	735.24 41.19	1,000.00	223.57	223.57	
CONF & MEETINGS	1,718.47	1,718.47	1,650.20 68.27	2,000.00	281.53	281.53	
ASST DEAN COMM & EXTE SERV SALARY	38,942.68	38,942.68	35,556.36 3,386.32	40,636.00	1,693.32	1,693.32	
INSTR SALARIES	9,679.33	9,679.33	8,162.45.9 15,168.74	63,000.00	1,379.33 CR	1,379.33 CR	
COORDINATORS	4,109.59	4,109.59	4,075.00 34.59	4,100.00	9.59 CR	9.59 CR	
SECR SALARIES	9,772.87	9,772.87	9,139.55 633.32	1,1681.00	1,908.13	1,908.13	
FED WORK STUDY	2,868.38	2,868.38	2,789.66 78.72	3,655.00	786.62	786.62	
CONTR SERV	2,825.00	2,825.00	2,825.00 .00	3,000.00	175.00	175.00	
SUPPLIES	3,185.50	3,185.50	3,069.71 1,157.9	4,000.00	814.50	814.50	
CONF & MEETINGS	1,047.29	1,047.29	868.09 179.20	1,500.00	452.71	452.71	
ASST DEAN HEALTH & NAT SCI SALARY	17,484.22	17,484.22	16,984.22 500.00	33,149.00	15,664.78	15,664.78	

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
HEALTH & NAT SCI PART TM OVERLOAD	59,747.65	59,747.65	57,015.25	27,324.40	63,000.00	3,252.35	3,252.35
NIGHT PREMIUMS	700.00	700.00	700.00	.00	700.00 CR	700.00 CR	700.00 CR
SUMMER SALARIES	30,871.88	30,871.88	30,871.88	.00	30,000.00	871.88 CR	871.88 CR
FED WORK STUDY	12,962.45	12,962.45	11,861.30	1,101.15	13,596.00	633.55	633.55
CONTR SERV	70.00	70.00	70.00	.00	300.00	230.00	230.00
SUPPLIES	360.23	360.23	212.02	148.21	350.00	10.23 CR	10.23 CR
CONF & MEETINGS	302.64	302.64	302.64	.00	550.00	247.36	247.36
ACADEMIC SKILLS SALARIES	65,731.97	65,731.97	55,243.20	10,488.77	71,365.00	5,633.03	5,633.03
ACADEM SKILLS CONTR SERV	79.00	79.00	79.00	.00	500.00	421.00	421.00
ACADEM SKILLS SUPPLIES	1,346.86	1,346.86	1,304.31	42.55	1,500.00	153.14	153.14
ACADEM SKILLS CONF & MEETINGS	620.34	620.34	620.34	.00	700.00	79.66	79.66
HONORS PROGRAM CONTR SERV	.00			.00	100.00	100.00	100.00
HONORS PROG SUPPLIES	44.41	44.41	4.41	40.00	110.00	65.59	65.59
HONORS PROG CONF & MEETINGS	.00			.00	250.00	250.00	250.00
DEAN OF INSTR SALARIES	37,521.73	37,521.73	34,258.97	3,262.76	39,153.00	1,631.27	1,631.27
DEAN OF INSTR SEC'R SALARY	14,420.07	14,420.07	13,166.15	1,253.92	15,047.00	626.93	626.93
STUDENT TUTORS	1,425.42	1,425.42	1,345.02	80.40	1,500.00	74.58	74.58
DEAN OF INSTR SUPPLIES	1,208.96	1,208.96	1,123.60	85.36	1,300.00	91.04	91.04
DEAN OF INSTR CONF & MEETINGS	979.77	979.77	979.77	.00	1,100.00	120.23	120.23
LRC PROF SALARIES	63,316.14	63,316.14	57,153.14	6,163.00	73,956.00	10,639.36	10,639.36
LRC SEC'R SALARIES	33,448.10	33,448.10	30,535.52	2,912.58	34,951.00	1,502.90	1,502.90
LRC FED WORK STUDY	9,758.24	9,758.24	8,935.02	823.22	13,000.00	3,241.76	3,241.76
LRC CONTR SERV	4,278.53	4,278.53	4,005.25	273.28	4,500.00	221.47	221.47
XEROX SUPPLIES	1,159.00 CR	1,159.00 CR	1,119.29 CR	39.71 CR	2,000.00	3,159.00	3,159.00
LIBRARY SUPPLIES	10,016.73	10,016.73	8,941.28	1,075.45	12,040.00	2,023.27	2,023.27
A V SUPPLIES	7,939.49	7,939.49	6,471.39	1,467.50	7,350.00	589.49 CR	589.49 CR
LIBRARY BOOKS	25,848.77	25,848.77	23,535.71	2,313.06	30,000.00	4,151.23	4,151.23
LRC CONF & MEETINGS	731.15	731.15	731.15	.00	750.00	18.85	18.85
ADM & REC PROF SALARIES	28,643.73	28,643.73	26,152.97	2,490.76	29,889.00	1,245.27	1,245.27
ADM & REC SEC'R SALARIES	45,184.95	45,184.95	41,268.61	3,916.34	46,966.00	1,811.05	1,811.05
ADM & REC FED WORK STUDY	7,961.97	7,961.97	7,237.55	724.42	10,958.00	2,996.03	2,996.03
ADM & REC CONTR SERV	982.74	982.74	982.74	.00	260.00	1,617.26	1,617.26
ADM & REC SUPPLIES	6,092.84	6,092.84	5,734.21	358.63	6,000.00	92.84 CR	92.84 CR
ADM & REC CONF & MEETINGS	64.00	64.00	64.00	.00	800.00	736.00	736.00
COUNSELING SALARIES	57,138.37	57,138.37	52,146.71	4,991.66	59,900.00	2,781.63	2,781.63
COUNSELING SEC'R SALARIES	11,256.60	11,256.60	10,277.52	979.08	11,749.00	492.40	492.40

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
HEALTH SERV SUPPLIES	67.98	67.98	67.98	.00	300.00	232.02	232.02
FIN AIDS PROF SALARIES	29,490.82	29,490.82	26,926.40	2,564.42	30,773.00	1,282.18	1,282.18
FIN AIDS SECR SALARIES	21,440.82	21,440.82	19,576.40	1,864.42	22,373.00	932.18	932.18
STUDENT SERV ADMIN SALARIES	35,472.67	35,472.67	32,388.09	3,084.58	37,015.00	1,542.33	1,542.33
STUDENT SERV SECR SALARIES	14,352.92	14,352.92	13,104.84	1,248.08	14,977.00	624.08	624.08
STUDENT SERV FED WORK STUDY	39,303.33	39,303.33	35,300.38	4,002.95	45,100.00	5,796.67	5,796.67
COACHING SALARIES	10,025.00	10,025.00	8,925.00	1,100.00	11,845.00	1,820.00	1,820.00
STUDENT SERV CONTR SERV	607.73	607.73	607.73	.00	200.00	192.27	192.27
STUDENT SERV SUPPLIES	10,633.16	10,633.16	10,252.27	380.89	12,800.00	2,166.34	2,166.34
COMMENCEMENT	6,195.06	6,195.06	1,675.47	4,519.59	6,000.00	195.06 CR	195.06 CR
STUDENT SERV CONF & MEETINGS	2,577.95	2,577.95	2,547.95	30.00	4,650.00	2,072.05	2,072.05
STUDENT RECRUITMENT	618.50	618.50	618.50	.00	1,500.00	881.50	881.50
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	344,777.73	344,777.73	317,348.99	27,428.74	384,671.00	34,893.27	34,893.27
MAINT BOYS FED WORK STUDY	57,400.83	57,400.83	51,889.21	5,511.62	62,000.00	24,599.17	24,599.17
MATRONS FED WORK STUDY	19,154.71	19,154.71	17,233.32	1,921.39	19,154.71 CR	19,154.71 CR	19,154.71 CR
GAS	109,496.85	109,496.85	106,386.18	3,110.67	154,600.00	45,103.15	45,103.15
TELEPHONE	29,342.87	29,342.87	26,828.24	2,514.63	30,865.00	1,522.13	1,522.13
PRESIDENTS SALARY	50,975.59	50,975.59	46,542.93	4,432.66	53,192.00	2,216.41	2,216.41
PRES SECR SALARY	16,510.09	16,510.09	15,074.43	1,435.66	17,228.00	717.91	717.91
PRES FED WORK STUDY	2,688.29	2,688.29	2,492.32	195.97	3,484.00	795.71	795.71
PRES OFC CONTR SERV	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
PRES OFC SUPPLIES	1,628.92	1,628.92	1,465.43	163.49	3,250.00	1,621.08	1,621.08
PRES OFC CONF & MEETINGS	1,815.92	1,815.92	1,700.52	115.40	3,000.00	1,184.08	1,184.08
SPECIAL AFFAIRS	1,562.19	1,562.19	1,322.47	239.72	3,500.00	1,937.81	1,937.81
PRES OTHER EXP	4,923.00	4,923.00	4,923.00	.00	4,900.00	23.00 CR	23.00 CR
BUS OFC ADMIN SALARIES	41,802.50	41,802.50	38,167.50	3,635.00	43,620.00	18,17.30	18,17.30
BUS OFC PROF SALARIES	23,806.93	23,806.93	23,806.93	.00	31,589.00	7,782.07	7,782.07
BUS OFC SECR SALARIES	64,263.53	64,263.53	58,682.85	5,580.68	66,968.00	27,04.47	27,04.47
BUS OFC FED WORK STUDY	1,144.00	1,144.00	1,144.00	.00	5,050.00	1,144.00 CR	1,144.00 CR
BUS OFC CONTR SERV	5,023.47	5,023.47	5,023.47	.00	8,000.00	26.53	26.53
BUS OFC SUPPLIES	1,253.29 CR	1,253.29 CR	236.13 CR	1,017.16 CR	8,000.00	9,253.29	9,253.29

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
BUS OFC CONF & MEETINGS	2,349.09	2,349.09	2,298.73	.50.36	3,000.00	650.91	650.91
LEGAL CONTR	7,870.62	7,870.62	7,385.62	485.00	8,000.00	129.38	129.38
OTHER BOARD SUPPLIES	672.75	672.75	657.34	15.41	2,500.00	1,827.25	1,827.25
BOARD CONF & MEETINGS	1,654.05	1,654.05	1,485.40	168.65	3,500.00	1,845.95	1,845.95
INSTITU SEC'R SALARIES	11,431.00	11,431.00	10,437.00	994.00	11,928.00	497.00	497.00
SWITCHBOARD FED WORK STUDY	3,242.74	3,242.74	2,949.62	293.12	3,685.00	442.26	442.26
CONTINGENCY FED WORK STUDY	3,442.85	3,442.85	2,864.15	578.70	4,448.00	1,005.15	1,005.15
GROUP MED & LIFE INS	246,838.07	246,838.07	24,741.86	580.79 CR	258,400.00	11,561.93	11,561.93
TUITION REIMB	2,762.42	2,762.42	8,385.48	5,623.06 CR	6,500.00	3,737.58	3,737.58
RELOCATION EXPENSES	500.00	500.00	446.62	53.38		500.00 CR	500.00 CR
IN SERVICE TRAINING	1,696.29	1,696.29	1,696.29	.00	5,000.00	3,303.71	3,303.71
INSTITU UNALLOCATED CONTR	1,480.33	1,480.33	1,476.98	3.35	24,000.00	919.67	919.67
FACULTY ASSN SUPPLIES	76.41	76.41	61.79	14.62	200.00	123.59	123.59
POSTAGE	328,16.62	328,16.62	22,085.84	10,730.78	40,000.00	7,183.38	7,183.38
PUBLICATION & DUES	5,573.16	5,573.16	5,573.16	.00	6,310.00	736.84	736.84
ADVERTISING	308.15	303.15	288.35	19.80	600.00	291.85	291.85
RECRUITMENT	3,036.26	3,036.26	2,855.94	180.32	25,000.00	536.26 CR	536.26 CR
GENERAL INSURANCE	16,934.80	16,934.80	16,934.80	.00	16,000.00	934.80 CR	934.80 CR
EQUIPMENT	5,801.97	5,801.97	5,101.97	700.00	152,096.00	14,629.403	14,629.403
VOC ED EQUIPMENT	94,100.10	94,100.10	92,982.86	1,117.24		94,100.10 CR	94,100.10 CR
TUITION CHARGE BACK	24,897.07	24,897.07	18,562.07	6,335.00	25,000.00	1,029.3	1,029.3
INSTITU RES SUPPLIES	425.11	425.11	4,12.25	12.86	500.00	74.89	74.89
DATA PROC SERV PROF SALARIES	54,583.43	54,583.43	49,841.61	4,746.82	56,962.00	2,373.57	2,373.57
DATA PROC SEC'R SALARIES	9,507.53	9,507.53	9,507.53	.00	12,273.00	2,765.47	2,765.47
DATA PROC FED WORK STUDY	4,686.64	4,686.64	4,133.89	552.75	6,365.00	1,678.36	1,678.36
DATA PROC CONTR SERV	23,488.75	23,488.75	23,307.75	181.00	34,750.00	1,126,125	1,126,125
DATA PROC SUPPLIES	5,570.03	5,570.03	5,208.45	361.58	8,600.00	3,029.97	3,029.97
DATA PROC CONF & MEETINGS	258.30	258.30	232.90	25.40	1,500.00	1,241.70	1,241.70
DATA PROC EQUIP RENTAL	90,582.83	90,582.83	81,931.77	8,601.06	95,750.00	5,167.17	5,167.17
PLANNING & DEVEL PROF SALARIES	29,174.57	29,174.57	26,637.65	2,536.92	30,443.00	1,268.43	1,268.43
PL & DEVEL SEC'R SALARIES	10,102.13	10,102.13	9,184.13	918.00	11,016.00	913.87	913.87
PL & DEVEL CONTR SERV	300.00	300.00	300.00	.00	300.00	.00	.00
PL & DEVEL SUPPLIES	1,132.08	1,132.08	1,092.28	39.80	1,155.00	22.92	22.92
PL & DEVEL CONF & MEETINGS	1,439.92	1,439.92	1,411.92	28.00	2,250.00	810.08	810.08
AFFIRM ACTION CONTR SERV			.00	.00	300.00	300.00	300.00
AFFIRM ACTION SUPPLIES			.00	.00	3,088.00	3,088.00	3,088.00
AFFIRM ACTION CONF & MEETINGS			.00	.00			

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CONTINGENCIES		.00		.00	276,667.00	276,667.00	276,667.00
	4,156,450.40	4,156,450.40	13,824,285.47	327,164.93	4,940,585.00	784,134.60	784,134.60
<u>BUILDING FUND</u>							
MAINT & BLDG SUPPLIES	42,847.29	42,847.29	33,077.84	9,769.45	58,000.00	15,152.71	15,152.71
MAINT CONF & MEETINGS	1,581.10	1,581.10	1,535.10	.46	3,000.00	1,418.90	1,418.90
SERVICE EQUIPMENT				.00	17,650.00	17,650.00	17,650.00
MAINT CONTR SERV	32,156.09	32,156.09	31,148.33	1,007.76	42,500.00	10,343.91	10,343.91
ELECTRICITY	184,092.21	184,092.21	169,404.06	14,688.15	236,400.00	52,307.79	52,307.79
RENTAL CHARGES	200.00	200.00	200.00	.00	1,000.00	800.00	800.00
CONTINGENCIES	.00	.00	.00	.00	25,000.00	25,000.00	25,000.00
	260,876.69	260,876.69	235,365.33	25,511.36	383,550.00	122,673.31	122,673.31
<u>SITE AND CONSTRUCTION</u>							
SITE IMPROVEMENT	7,009.90	7,009.90	7,009.90	.00	5,000.00	2,009.90 CR	2,009.90 CR
BLDG IMPROVEMENTS		.00		.00	275,000.00	275,000.00	275,000.00
ADMISSIONS REMODELING	300.00	300.00	300.00	.00		300.00 CR	300.00 CR
AIR CONDITIONING	27,715.13	27,715.13	25,661.25	2,053.88		27,715.13 CR	27,715.13 CR
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
	35,025.03	35,025.03	32,971.15	2,053.88	295,000.00	259,974.97	259,974.97
<u>BOND AND INTEREST #1</u>							
DEBT PRINCIPAL RETIREMENT	250,000.00	250,000.00	250,000.00	.00	250,000.00	.00	.00
INTEREST	23,125.00	23,125.00	13,875.00	9,250.00	23,125.00	.00	.00
OTHER CHARGES	160.00	160.00	130.00	30.00	500.00	340.00	340.00
	273,285.00	273,285.00	264,005.00	9,280.00	273,625.00	340.00	340.00

BOND AND INTEREST #4

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DEBT PRINCIPAL RETIREMENT	250,000.00	250,000.00	250,000.00	.00	250,000.00	.00	.00
INTEREST	14,062.50	14,062.50	14,062.50	.00	28,125.00	14,062.50	14,062.50
OTHER FIXED CHARGES		.00		.00	500.00	500.00	500.00
	264,062.50	264,062.50	264,062.50	.00	278,625.00	14,562.50	14,562.50
<u>WORKING CASH FUND</u>							
MISC EXPENSES		.00		.00	1,000.00	1,000.00	1,000.00
	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
<u>INSURANCE FUND</u>							
WORKMENS COMPENSATION	11,959.33	11,959.33	11,961.71	2.38 CR	20,000.00	8,040.67	8,040.67
TORT LIABILITY	12,272.20	12,272.20	12,272.20	.00	13,000.00	727.80	727.80
UNEMPLOYMENT COMP	16,345.89	16,345.89	16,352.55	6.66 CR	20,000.00	3,654.11	3,654.11
AUDIT COSTS	8500.00	8500.00	8500.00	.00	14,000.00	5,500.00	5,500.00
	49,077.42	49,077.42	49,086.46	9.04 CR	67,000.00	17,922.58	17,922.58

REVENUE REPORT

EDUCATIONAL FUND		Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
Account								
1982 TAXES		469,226.56	469,226.56	468,517.62	703.94	471,475.00	2,248.44	2,246.44
1983 TAXES		88,282.38	38,282.38		88,282.38	471,475.00	383,192.62	383,192.62
BACK TAXES		927.04	927.04	927.04	.00		927.04 CR	927.04 CR
IN LIEU OF TAXES		1,419.19	1,419.19	1,419.19	.00		1,419.19 CR	1,419.19 CR
CORP PERS PROP TAX REPL		79,390.24	79,390.24	79,390.24	.00	77,704.00	1,686.24 CR	1,686.24 CR
CHARGE BACK REVENUE		8,459.26	8,459.26	7,861.86	597.40	12,000.00	3,540.74	3,540.74
STATE APPORTIONMENT		1,282,721.00	1,282,721.00	962,040.75	320,680.25	1,282,721.00	.00	.00
VOC ED REG REIMB		40,780.98	40,780.98	7,036.82	33,744.16	14,668.20	105,901.02	105,901.02
VOC ED EQUIP REIMB						.00	94,000.00	94,000.00
STATE WORK STUDY						.00	1,00	1,00
FEDERAL WORK STUDY		153,065.46	153,065.46	138,356.46	14,709.00	170,658.00	17,592.54	17,592.54
OTHER FEDERAL SOURCES		2,313.00	2,313.00	2,313.00	.00	2,000.00	313.00 CR	313.00 CR
SUMMER TUITION		154,200.58	154,200.58	154,200.58	.00	172,000.00	17,799.42	17,799.42
FALL TUITION		564,058.11	564,058.11	564,058.11	.00	607,500.00	43,441.89	43,441.89
SPRING TUITION		537,500.74	537,500.74	400,000.00	13,750.00	600,000.00	62,499.26	62,499.26
GRADUATION FEES		1,132.50	1,132.50	670.00	462.50	1,000.00	132.50 CR	132.50 CR
TRANSCRIPT FEES		863.00	863.00	793.00	70.00	1,100.00	237.00	237.00
PUB SERV INCOME						.00	14,900.00	14,900.00
INTEREST ON INVESTMENTS		91,712.11	91,712.11	75,295.57	16,416.54	10,000.00	81,712.11 CR	81,712.11 CR
OTHER REVENUE		12,931.58	12,931.58	12,355.52	576.06	3,000.00	9,931.58 CR	9,931.58 CR
		348,8983.73	348,8983.73	2875,235.76	613,747.97	4,138,216.00	649,232.27	649,232.27

BUILDING FUND

1982 TAXES	117,310.71	117,310.71	117,133.47	177.24	117,868.00	557.29	557.29
1983 TAXES	22,069.90	22,069.90		22,069.90	117,868.00	95,798.10	95,798.10
BACK TAXES	231.77	231.77	231.77	.00		231.77 CR	231.77 CR
IN LIEU OF TAXES	354.81	354.81	354.81	.00		354.81 CR	354.81 CR
CORP PERS PROP TAX REPL	19,847.56	19,847.56	19,847.56	.00	19,426.00	4,215.60 CR	4,215.60 CR
INTEREST ON INVESTMENTS	85,000.00	85,000.00	85,000.00	.00	100.00	84,900.00 CR	84,900.00 CR
MISC REVENUE	2,150.80	2,150.80	1,572.00	578.80	1,200.00	950.80 CR	950.80 CR
	246,965.55	246,965.55	224,139.61	22,825.94	256,462.00	9,496.45	9,496.45

SITE AND CONSTRUCTION FUND

CONTRIBUTIONS & GRANTS
INTEREST ON INVESTMENTS

90.082.57	90.082.57	.00	64751.58	21,330.99	.00	35,000.00	35,000.00	35,000.00
90.082.57T	90.082.57T	64751.58T	21,330.99T	110,000.00T	19,917.43T	15,082.57CR	15,082.57CR	35,000.00

BOND AND INTEREST FUND #1

1982 TAXES
1983 TAXES
BACK TAXES
IN LIEU OF TAXES
PERS PROP TAX REPL
INTEREST ON INVESTMENTS

120,822.46	120,822.46	120,639.91	182.55	121,405.00	582.54	582.54
22,512.30	22,512.30	22,512.30	22,512.30	121,405.00	98,892.70	98,892.70
238.71	238.71	238.71	.00	.00	238.71CR	238.71CR
365.43	365.43	365.43	.00	.00	365.43CR	365.43CR
34,605.00	34,605.00	34,605.00	.00	34,605.00	.00	.00
26,940.49	26,940.49	26,566.52	579.97	15,000.00	11,946.49CR	11,946.49CR
205,490.39T	205,490.39T	182,215.57T	23,274.82T	29,2415.00T	8,6924.61T	8,6924.61T

BOND AND INTEREST FUND #4

1982 TAXES
BACK TAXES
IN LIEU OF TAXES
INTEREST ON INVESTMENTS

140,378.47	140,378.47	140,166.38	212.09	141,049.00	670.53	670.53
277.34	277.34	277.34	.00	.00	277.34CR	277.34CR
424.56	424.58	424.58	.00	.00	424.58CR	424.58CR
9,677.02	9,677.02	9,503.85	173.17	500.00	9,177.02CR	9,177.02CR
150,757.41T	150,757.41T	150,372.15T	385.26T	141,549.00T	9,208.41CR	9,208.41CR

WORKING CASH FUND

INTEREST ON INVESTMENTS

.00	.00	.00	.00	100,000.00	100,000.00	100,000.00
.00T	.00T	.00T	.00T	100,000.00T	100,000.00T	100,000.00T

INSURANCE FUND

1982 TAXES
1983 TAXES
BACK TAXES
IN LIEU OF TAXES
INTEREST ON INVESTMENTS

36,811.37	36,811.37	36,755.83	55.54	36,932.00	120.63	120.63
6,694.65	6,694.65	6,694.65	6,694.65	36,932.00	30,237.35	30,237.35
21.46	21.46	21.46	.00	.00	21.46CR	21.46CR
1,111.18	1,111.18	1,111.18	.00	.00	5,481.17CR	5,481.17CR
5,481.17	5,481.17	5,035.02	446.15	446.15	5,481.17CR	5,481.17CR
49,119.83T	49,119.83T	41,923.49T	7,196.34T	73,864.00T	24,744.17T	24,744.17T

SAUK VALLEY COLLEGE

APPROVED BY

Kay E. Fisher

PRESIDENT

David W. Mandigoo

SECRETARY

DATE 6/25/84