

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING  
2K2 Faculty Dining Room Second Floor  
July 23, 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. Approval of Bid
  - 5.
- F. Personnel Recommendations:
  - 1. Confirmation of Professional Appointment
  - 2. Resignations
  - 3. Authorization to Hire
  - 4.
- G. Other Actions:
  - 1. New and Revised Policies - First Reading
  - 2. Program Review
  - 3. Authorization to Submit RAMP/CC
  - 4.
- H. Reports:
  - 1. Student Trustee
  - 2. ICCTA Representative
  - 3. Foundation Liaison
  - 4. Board Chair Report
  - 5. Board Committee Reports
- I. President's Report:
  - 1. National Association for Exchange of Industrial Resources
  - 2. Indo-Chinese Project
  - 3. Referenda
  - 4. Other
- J. Time of Next Meeting
- K. Executive Session

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

July 23, 1984

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on July 23, 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	David Mandrgoc
William Simpson	Robert Wolf
Kay Fisher	

Absent: Oscar Koenig Ann Powers  
Linda Hiatt

Introductions: Dr. Garner introduced two new members of the Counseling staff, Duante Monte and Tom Breed, and the new Accountant in the Business Office, Jim Dickinson.

Minutes: It was moved by Member Mandrgoc and seconded by Member Groharing that the Board approve the minutes of the June 25 meeting as presented. Motion voted and carried.

Treasurer's Report: It was moved by Member Mandrgoc and seconded by Member Groharing 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 7:37 p.m.

Disbursements: It was moved by Member Simpson and seconded by Member Mandrgoc that the Board approve the bills in the following amounts:

	1983-84	1984-85
Educational Fund	\$266,256.01	\$146,789.25
Building Fund	22,716.00	238.00
Site & Construction		

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

Payroll: It was moved by Member Groharing and seconded by Member Simpson that the Board approve the payroll of June 30 in the amount of \$210,142.89. In a roll call vote, all voted aye. Motion carried.

Bid Approval: It was moved by Member Groharing and seconded by Member Powers that the Board accept the bid of Franklin Blacktop of Nachusa, IL for seal coating and base repairs of the parking lots and driveways on the college campus. In a roll call vote, the following was recorded: Ayes-Members Groharing, Powers, Simpson, Wolf and Fisher. Abstain-Mandrgoc. Nays-0. Motion carried. Member Mandrgoc indicated that his firm did business with Franklin Blacktop and he therefore abstained from voting on this contract.

Executive Session: At 7:45 p.m., it was moved by Member Groharing and seconded by Member Powers that the Board adjourn to executive session to discuss the appointment, employment or dismissal of an employee. Motion voted and carried.

Arrival: Member Oscar Koenig arrived at 7:46 p.m.

Regular Session: The Board returned to regular session at 7:50 p.m.

Director of the Indo-Chinese Program: It was moved by Member Groharing and seconded by Member Mandrgoc that the Board approve the appointment of Michael G. Kelly as Director of the Indo-Chinese Project. In a roll call vote, all voted aye. Motion carried.

Resignation: It was moved by Member Koenig and seconded by Member Powers that the Board accept the resignation of Mr. Curt Hagenbuch and authorize the administration to secure a replacement. In a roll call vote, all voted aye. Motion carried.

Authorization to Hire: Dr. Garner explained to the Board that the administration would be receiving applications for several professional positions and there was a need to make timely appointments to begin the fall semester. It was moved by Member Mandrgoc and seconded by Member Groharing that the Board grant the administration authorization to make contractual commitments for the following positions:

Counselor/Director of Student Activities  
Electronics Instructor  
Nursing Instructor  
Horticulture (Dixon Correctional Center)  
Small Engine Repair (Dixon Correctional Center)

The Board also gave authorization for the President to take immediate action to find qualified personnel in case of other resignations, and if further resignations occur, the Board is to be notified. In a roll call vote, all voted aye. Motion carried.

Board  
Policies:

It was moved by Member Groharing and seconded by Member Koenig that the Board accept for first reading the following new and revised Board policies:

107.01 Organization and Meeting of Board of Trustees  
306.01 Tax Abatement  
401.01 Personal Classifications and Definitions  
417.01 Responsibilities of Classified Staff  
426.01 General Responsibilities, etc. for Contractual Employees  
516.01 Alcoholic Beverages

In regard to policy 416.01 Other Reasons for Termination, it was the consensus of the Board that this policy should be revised to agree with the Tenure Act. In a roll call vote, all voted aye. Motion carried.

Program  
Review:

It was moved by Member Mandrgoc and seconded by Member Koenig that the Board approve the program review, evaluation and recommendations for the following instructional programs:

Management  
Automotive  
Criminal Justice  
Human Services  
Psychology

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

RAMP/CC:

It was moved by Member Mandrgoc and seconded by Member Simpson that the Board authorize the administration to submit the RAMP/CC report to the ICCB with Board ratification to follow at a later date. In a roll call vote, all voted aye. Motion carried.

Reports:

Linda Hiatt, student trustee, was absent so there was no report.

Richard Groharing said that he had been appointed co-chairman of the ICCTA nominating committee.

Since the Foundation did not meet in July, there was no report.

Chair Fisher reported that the vacancy on the SVC Board had been advertised in the local papers, and that to date they had received the names of 11 people. Since the deadline to return the candidate applications is August 7th, it was the consensus of the Board that a special meeting should be held on August 13th to pick a successor to Ann Powers.

Dr. Garner reported on the NAEIR program which enables the college to secure supplies and equipment by paying only shipping costs. He also reported on the Indo-Chinese grant which has been funded for the 1984-85 year and asked Dean Sagmoe to explain their current project to the Board. Dean Sagmoe told the Board about the 15 acre truck farm in Dixon where 15 families are raising American and oriental vegetables to be sold at the Water Street market in Chicago. They have been helped in this effort by the Hometown Heritage Foundation in Dixon, Mr. Poci from Rock Falls and job developer, Carol Lovekin.

Dr. Garner reported that the Referendum Steering Committee would be meeting at the college in the morning at 7:15 a.m.

Executive Session:

At 8:42 p.m. it was moved by Member Powers and seconded by Member Koenig that the Board adjourn to executive session to discuss collective negotiating matters. In a roll call vote, all voted aye. Motion carried.

Regular Session:

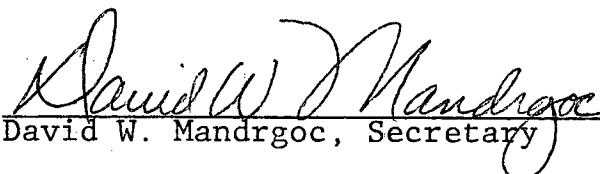
The Board returned to regular session at 9:20 p.m.

Adjournment:

Since the scheduled business was concluded, it was moved by Member Simpson and seconded by Member Koenig that the Board adjourn. The next regular meeting will be 7:30 p.m. August 27, 1984. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 9:21 p.m.

Respectfully submitted:

  
\_\_\_\_\_  
David W. Mandrgoc, Secretary

For Board Meeting  
of July 23, 1984

Agenda Item E-4

## APPROVAL OF BID

The Board of Trustees approved on June 25, 1984, the seeking of bids for seal coating and base repairs of the parking lots and driveways on the college campus. Advertisements were run in the Dixon and Sterling papers on both July 3rd and July 5th, and we have received the following bids:

Porter Bros. Asphalt and Sealing \$ 12,429.60  
Rock Falls, IL

Franklin Blacktop 6,949.50  
Nachusa, IL

Midwest Blacktop 8,399.03  
Sterling, IL

By board meeting time, we should have completed the review of these bids and the companies submitting them and support the award to the lowest bidder.

RECOMMENDATION: It is recommended that the bid of Franklin Blacktop be accepted.

For Board Meeting  
of July 23, 1984

Agenda Item F-1

CONFIRMATION OF PROFESSIONAL  
APPOINTMENT

Authorization was granted at the June 25th meeting to proceed with the hiring of the Director of the Indo-Chinese Project. In the interval an agreement was reached with Mr. Michael G. Kelly for this position.

RECOMMENDATION: It is recommended that the appointment of Mr. Michael G. Kelly be confirmed as presented.

# SAUK VALLEY COLLEGE

## RECOMMENDATION FOR STAFF APPOINTMENT

NAME: Michael G. Kelly SOCIAL SECURITY #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

Street

Elgin, Illinois 60120 DATE: July 10, 1984  
City State

PRESENT POSITION: Director, Dislocated Workers Program - Elgin Community College

RECOMMENDED POSITION AT THE COLLEGE: Director, Indochinese Project  
Type of Position

EFFECTIVE DATE OR PERIOD: FROM: July 30, 1984 TO: June 30, 1985

BASIS OF EMPLOYMENT: FULL-TIME  PART-TIME: \_\_\_\_\_ OTHER: \_\_\_\_\_

POSITION ON SALARY PLAN: Rank/Level \_\_\_\_\_ Step \_\_\_\_\_ SALARY: \$22,200

CONDITIONS OF EMPLOYMENT: This assignment is made consistent with the conditions of the Indochinese Grant which expires June 30, 1985.

### BIOGRAPHIC DATA

EDUCATION: HIGHEST DEGREE EARNED: Bachelor of Science, Bradley DATE: 1973  
Candidate, Masters Degree in Adult and  
Continuing Education, Northern Illinois U.

EXPERIENCE: 1982-83 Director of Training Programs, Chicago Urban Skills Institute, Dawson Skills Center, Chicago, IL  
1980-82 Project Director, Limited English Proficiency

Project for Vocational Ed, Waubonsee Community College

OTHER: 1977-80 Project Administrator, Indochinese Refugee Project, Rock Valley College  
1975-79 Project Director, ESL Program, Rock Valley College

STAFF RECOMMENDATION: \_\_\_\_\_ DATE: \_\_\_\_\_  
Signature \_\_\_\_\_

DEANS RECOMMENDATION: John E. Dugay DATE: 7/10/84  
Signature \_\_\_\_\_

PRESIDENTS RECOMMENDATION FOR BOARD APPROVAL: Initial DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

Signature of President or Board Action

July, 1982

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE July 10, 1984

## MEMORANDUM

**CONFIDENTIAL**

*Board & Steane*

*JUL 10 1984*

TO: Dr. Garner

FROM: John Sagmoe

RE: DOCUMENTATION OF RECOMMENDATION FOR APPOINTMENT  
OF MICHAEL G. KELLY AS DIRECTOR OF THE  
INDOCHINESE PROJECT GRANT, 1984-85

### Analysis of Qualifications:

#### Academic:

Mike Kelly holds a Bachelors Degree from Bradley University and is currently enrolled in the Masters Degree Program in Adult and Continuing Education at Northern Illinois University. In addition to his graduate work, he has participated in numerous workshops and training sessions at the state and federal level in the field of English as a Second Language, Adult Education, and Grant Reporting and Development. He has also fluent verbal and writing skills in Spanish and conversational communication skills in Vietnamese and Chinese. He has made numerous professional presentations in the field of English as a second language and has also authored and published a variety of materials that are currently being used in Indochinese projects.

#### Professional Background:

Mr. Kelly currently holds a position as Director of the Dislocated Workers Program at Elgin Community College. He has extensive experience with the Indochinese Grant Programs in Illinois. From 1977-80, he was Project Administrator for the Rock Valley College Indochinese Program, and prior to that, he was Director of the English as a Second Language Program for four years at Rock Valley. He has also developed vocational training materials for ESL students as part of a two year grant project at Waubonsee Community College.

#### Personal Followup of References:

Dean Timko, Dean of Community Services, Rock Valley College:  
"Mr. Kelly is a top-notch administrator; he was first employed as a teacher in our ESL programs and later was appointed director. We were very pleased with him at Rock Valley. He follows through, understands the Indochinese culture very well and I highly recommend him."

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE July 10, 1984

## MEMORANDUM

TO: Dr. Garner

**CONFIDENTIAL**

FROM: John Sagmoe

RE: DOCUMENTATION OF RECOMMENDATION FOR APPOINTMENT OF  
MICHAEL G. KELLY AS DIRECTOR OF THE INDOCHINESE  
PROJECT GRANT, 1984-85

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Mr. Leland Thompson, Dean of Economic/Social Services and Technologies, Waubonsee Community College: "Mike directed a pilot project grant at our college for limited ESL students entering selected career programs. He developed materials for entry level positions in fields of machine tool and secretarial science. The books and manuals he developed received state and national recognition. He did an outstanding job, was a good administrator, and we would hire him if we had positions available."

jmb

attachment

**CONFIDENTIAL**  
*Board & Deans*

June 21, 1984

Michael G. Kelly  
Elgin, IL 60120

Dear Sir/Madam,

I am very enthusiastic about the direction of the Indochinese Refugee Project at Sauk Valley Community College, and wish to be considered for the position with this project. As the Project Administrator of the Rock Valley College Indochinese Refugee Project, I was instrumental in extending services and training to refugees in the Sauk Valley College district, and later, this foundation led to the formation of a successful Indochinese Refugee Program at Sauk Valley Community College. I am pleased to see the growth and foresightedness of this project has included entrepreneurship as a key factor in the success of the program, its participants, the college, and the community. It is extremely evident that a great deal of planning and effort has gone into this proposal.

I have successfully directed the planning, development, and funding of several comprehensive employment oriented programs. As the Director of the Dislocated Workers Program at Elgin Community College, I have directed the funding (\$500,000) for this program in Funding Year 85. My administrative and teaching background, coupled with my experience with Indochinese Refugees, will be a definite asset to Sauk Valley College.

I have enclosed a copy of my resume for your review; however, I must apologize that it is not updated. Currently, I am the Director of the Job Training and Partnership Act Title III Dislocated Workers Program at Elgin Community College.

I look forward to hearing from you.

Sincerely,

*Michael G. Kelly*  
Michael G. Kelly

Enclosure

MICHAEL G. KELLY

AREAS OF ACHIEVEMENT

Articulate communication and interaction skills  
Staff management and training  
Program development and implementation  
Budget planning and monitoring  
Proposal writing and negotiation  
Development of curricula and training materials

ADMINISTRATIVE EXPERIENCE

Position

Director of Training Programs  
Chicago Urban Skills Institute  
Dawson Skill Centers  
Chicago, IL  
August 1982 - Present  
August 1983

Professional Responsibilities

Administrate the training of 800+ full-time students in Industrial/Technical, Licensed Practical Nursing, and Business Occupations Programs. Supervise four full-time training supervisors and 40+ instructors in two facilities. Evaluate and revise curricula. Plan and implement new training programs. Monitor budgets and prepare reports. Interview and recommend hiring of full-time instructors.

Project Director  
Limited English Proficiency Project  
for Vocational Education  
Waubonsee Community College  
Sugar Grove, IL  
May 1980 - June 1982

Wrote, negotiated and monitored grants up to \$100,000. Prepared quarterly and final reports. Recommended hiring, supervised and evaluated three full-time and nine part-time staff members. Developed curricula and materials for vocational training, vocational ESL, and basic math. Provided in-service training.

Project Administrator  
Indochinese Refugee Project  
Rock Valley College  
Rockford, IL  
January 1977 - April 1980

Wrote, negotiated and monitored grants up to \$200,000. Prepared monthly fiscal and progress reports. Recommended hiring, supervised and evaluated five full-time and 20 part-time staff members. Provided in-service training.

Project Director  
English as a Second Language Program  
Rock Valley College  
Rockford, IL  
April 1975 - September 1979

Wrote, negotiated and monitored grants up to \$18,000. Prepared semi-annual claims and reports. Represented Rock Valley College to the Illinois State Board of Education/Adult and Continuing Education Section. Recommended hiring, supervised and evaluated seven part-time instructors. Provided in-service training. Wrote ESL curriculum. Taught ESL and GED classes.

Supervising Instructor  
Spanish Speaking Special Services  
Rockford, IL  
May 1976 - October 1977

Assisted in proposal writing for educational component. Prepared monthly reports. Recommended hiring, supervised and evaluated four full-time instructors.

#### TEACHING EXPERIENCE

##### Waubonsee Community College

Machine Tool Instructor, part-time, 8/81 - 12/81  
Vocational English as a Second Language Instructor, part-time, 8/80 - 5/81  
Social Sciences Instructor, part-time, 1/82 - 5/82

##### Rock Valley College

Welding Instructor, CETA Program, part-time, 11/77 - 6/80  
Small Engine Repair Instructor, CETA Program, part-time, 11/77 - 6/80  
Communications Instructor, CETA Program, part-time, 11/77 - 2/80  
English as a Second Language Instructor, part-time, 4/75 - 9/79  
GED Instructor, part-time, 4/75 - 9/79

##### Spanish Speaking Special Services / La Voz Latina

Adult Basic Education / GED Instructor, full-time, 5/76 - 11/77

##### Illinois Migrant Council

Adult Basic Education / ESL Instructor, three-quarters time, 9/74 - 6/75

#### EDUCATION

M.S. in Adult and Continuing Education Candidate  
Northern Illinois University

B.A. English, Spanish minor  
Bradley University, 1973

#### PROFESSIONAL PUBLICATIONS

Machine Shop Fundamentals; a comprehensive, 7-volume set of vocational and support instructional materials, 1982.

Several Final Reports for state-funded special projects.

News releases for professional newsletters and magazines.

Numerous articles in professional publications.

PROFESSIONAL PRESENTATIONS

Numerous presentations at midwest regional, state-wide, and local conferences.

PROFESSIONAL CONSULTING EXPERIENCE

Various in-service training sessions and evaluations of instructional materials.

LANGUAGES

Fluent speaking, reading, and writing skills in English and Spanish.  
Some Vietnamese and Chinese.

PROFESSIONAL ORGANIZATIONS

Illinois Adult and Continuing Educators Association  
Teachers of English to Speakers of Other Languages (TESOL)  
Illinois TESOL

REFERENCES

Mr. Philip Garrett  
Executive Director  
Chicago Urban Skills Institute  
  
Chicago, IL 60609

Mr. Leland Thompson, Dean  
Economic/Social Services & Technologies  
Waubonsee Community College  
  
Sugar Grove, IL 60554

Mr. Daniel Timko, Dean  
Community Services  
Rock Valley College  
  
Rockford, IL 61101

MICHAEL G. KELLY

List of Professional Presentations

"Vocational Education Programs for Limited English Proficiency/Disadvantaged Students"

Annual Teachers' Institute  
Illinois Department of Corrections and School District #428  
Carbondale, IL 10/21/82

"V.E.S.L. Workshop, Vocational/English as a Second Language"  
Milwaukee Area Technical College  
Milwaukee, WI 11/5/82

"Issues in Vocational Education for ESL/ABE Students"  
Illinois Adult and Continuing Education Association Conference  
Springfield, IL 4/15/82

"Techniques of Writing Effective Vocational ESL Curricula and Materials"  
Midwest Regional TESOL Conference  
Indianapolis, IN 4/3/82

"Bilingual Vocational Education Programs for Adults"  
Illinois State Board of Education (ISBE)/Department of Adult, Vocational Technical Education (DAVTE) LEP Dissemination Conference  
Joliet, IL 3/3/82

"Effective Use of the Native Language with English in Vocational Education for Limited English Proficiency Students"  
Illinois TESOL 10th Annual State Convention  
Chicago, IL 2/26/82

Using Vocational and Vocational English as a Second Language Materials Developed for Limited English Proficiency Students: Workshop  
City Colleges of Chicago, Dawson Skill Center  
Chicago, IL 11/20/81

"Strategies for Developing Vocational Materials for LEP Students"  
Bilingual Vocational Education Project - Chicago Public Schools Inservice Workshops  
Chicago, IL 11/4/81 and 11/17/81

"Alternative Materials and Delivery Systems for Limited English Proficiency Students in Vocational Education"  
American Technical Education Association Great Lakes Regional Conference  
Carbondale, IL 11/6/81

"Alternative Materials and Delivery Systems for Limited English Proficiency Students in Vocational Education"  
City Colleges of Chicago/Illinois State Board of Education State-Wide Conference on Increasing Minorities in Vocational Education  
Chicago, IL 10/30/81

List of Professional Presentations (cont.)

"Introduction to the Waubonsee LEP Project's Machine Shop Fundamentals Materials"  
Bilingual Vocational Education Project Field-Testing Workshop  
Chicago, IL 10/21/81

Developing and Using Machine Tool Instructional Materials for Limited English Proficiency Students Workshop  
Waubonsee Community College  
Sugar Grove, IL 8/10/81

"Adaption of Vocational Materials: How Is It Done?"  
Workshop on Multicultural Vocational Education sponsored by ISBE/DAVTE  
Joliet, IL 4/30/81

Panel Presentation: "Current Illinois Projects Concerned with Limited English Proficiency Students in Vocational Education"  
Midwest Regional TESOL Conference  
Urbana, IL 4/4/81

"Putting the V in VESL"  
Midwest Regional TESOL Conference  
Urbana, IL 4/3/81

"Theory and Practice of Vocational Education for Limited English Proficiency Adults: A Case Study for the 80's"  
Illinois Adult and Continuing Education Association Conference  
Springfield, IL 3/26/81

"Bridging the Gap Between Vocational Education and English as a Second Language/  
Bilingual Programs"  
Illinois TESOL/BE Spring Conference  
Chicago, IL 2/21/81

"The Rock Valley College Mainstream Model for the Limited English Proficiency Adult in Vocational Education"  
Workshop on Strategies for Serving Limited English Proficiency Adults Through  
Vocational Education sponsored by ISBE/DAVTE  
Joliet, IL 11/14/79

"How to In-Service Your Program"  
Illinois English as a Second Language/Adult Education Service Center Workshop  
DeKalb, IL 7/78

"Developing Communicative Skills in the Multi-Level English as a Second Language  
Classes Using the Teacher Aide"  
ISBE Region II Workshop  
Rock Island, IL 10/78

List of Professional Presentations (cont.)

Teacher Orientation and In-Service Training for English as a Second Language  
Instructors and English as a Second Language Instructors  
Rock Valley College  
Rockford, IL 7/78 to 4/80

MICHAEL G. KELLY

PROFESSIONAL PUBLICATIONS

Kelly, M.G. et al. Machine Shop Fundamentals. Springfield: Illinois State Board of Education, Department of Adult, Vocational and Technical Education, Research and Development Section (ISBE/DAVTE/R&D), 1982.

Menges, P.A., M.G. Kelly, and K. Marti-Lambert. "Components of Successful Vocational Education for Limited English Proficiency Students." Journal of Special Needs Populations in Vocational Education, Vol. 5, No.1; Fall, 1982.

Menges, P.A., and M.G. Kelly. "Effective Use of the Native Language with English in Vocational Education for Limited English Proficiency Students," in J. Boyd and J. Haskell, Selected Papers from the Tenth Annual TESOL/BE Annual Convention, Volume III, Chicago: Illinois TESOL/BE, 1982.

Kelly, M.G. et al. Final Report FY82: A Plan to Develop and Compare Two Vocational Education Models for Limited English Proficiency Students. Springfield: ISBE/DAVTE/R&D, 1982.

Menges, P.A. and M.G. Kelly. "Putting the V in VESL," in J. Haskell and R. Orem, eds., Selected Papers from the 9th Annual Illinois TESOL/BE Convention and 1st Midwest Regional TESOL Conference. Chicago: Illinois TESOL/BE, 1981.

Kelly, M.G. et al. Final Report FY81: A Plan to Develop and Compare Two Vocational Education Models for Limited English Proficiency Students. Springfield: ISBE/DAVTE/R&D, 1982.

Kelly, M.G. "Book Review: Critical Teaching and Everyday Life, by Ira Shor." Community College Frontiers, Vol. 9, No. 3, Spring, 1981.

Kelly, M.G. and V. Collazos. "Kelly-Collazos Oral Interview." Unpublished ESL Placement Test for ESL Courses utilizing New Horizons in English series. Rockford: Rock Valley College, 1976.

Kelly, M.G., ed. Handbook for Sponsors of Indochinese Refugees. Rockford: Rockford Area Refugee Center, 1979.

For Board Meeting  
of July 23, 1984

Agenda Item F-2

RESIGNATION

Mr. Curt Hagenbuch, instructor in electronics has submitted his resignation.

RECOMMENDATION: It is recommended that we accept the resignation of Mr. Curt Hagenbuch and authorize the administration to secure a replacement.

July 17, 1984

Mr. Eugene Wagner  
Sauk Valley College  
RFD 5  
Dixon, IL 61021

Dear Gene:

I hereby regretfully resign my position as instructor of Electronics at Sauk Valley College. It has been a pleasure working with you this past year.

Sincerely,

*Curt Hagenbuch*  
Curt Hagenbuch

RECEIVED  
JUL 18 1984

OFC OF ASS'T. DEAN OF  
BUSINESS AND TECHNOLOGY

For Board Meeting  
of July 23, 1984

Agenda Item F-3

AUTHORIZATION TO HIRE

During the next month we will be receiving applications for several professional positions. The need to make timely appointments to begin the fall academic semester necessitates authorization to be given to make contractual commitments for the following positions.

Counselor/Director of Student Activities  
Electronic Instructor  
Nursing Instructor

RECOMMENDATION: That authorization be granted the President to hire personnel for the positions named.

For Board Meeting  
of July 23, 1984

Agenda Item G-1

NEW AND REVISED POLICIES-FIRST READING

Several policies are presented for first reading. (Revised portion are circled for easier reference and comparison)

107.01 Organization & Meeting of the Board of  
Trustees (Revised)

306.01 Tax Abatement (New)

401.01 Personnel Classifications & Definitions (Revised)

416.01 Other Reasons For Terminations (Revised)

417.01 Responsibilities of Classified Staff (Revised)

426.01 General Responsibilities, Duties and Working  
Conditions for Contractual Employees (New)

516.01 Alcoholic Beverages (New)

RECOMMENDATION: It is recommended that these  
new and revised policies be  
accepted for first reading.

Original

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107.01 Organization and Meeting of the Board of Trustees

After each election of members, the Board will meet on or before the first Monday in December (or the first Monday following an election) to certify the election results and organize by electing a Chairman, Vice-Chairman, and a Secretary, each for one-year terms.

The Board shall meet at the College in regular session on the fourth Monday of each calendar month except when changes are announced in advance. Meetings will be scheduled for 7:30 p.m. unless otherwise announced in advance.

Revised 3/23/81

Revised 7/27/81

Revised 10/24/83

Proposed

107.01 Organization and Meeting of the Board of Trustees

After each election of members, the Board will meet on or before the first Monday in December to certify the election results and organize by electing a Chairman, Vice-Chairman, and a Secretary, each for one-year terms. Other reorganizational activities such as the following shall also be completed:

- Appoint the Treasurer
- Appoint the attorney for the district
- Designate the bank depositories
- Designate regular monthly date for Board meetings
- Pass a resolution to reconfirm existing policies and regulations

On alternate years, said election of the officers of the Board shall be held at the November meeting.

The Board shall meet at the College in regular session on the fourth Monday of each calendar month except when changes are announced in advance. Meetings will be scheduled for 7:30 p.m. unless otherwise announced in advance.

Revised 3/23/81

Revised 7/27/81

Revised 10/24/83

Revised

306.01 Abatement Policy

The College views the economic health of the District as a matter of great importance to the College. The Board will look favorably toward tax abatements when by virtue of a tax abatement, a significant benefit to the District in economic terms can be realized. Abatement may be appropriate whether the need arises by virtue of expansion of an existing business, or for attraction of new business. The Board will be concerned with a net benefit in comparison with any short term detriment which the College may suffer as a result of the abatement as compared to non-abatement, and will be concerned also with other benefits which the College District may enjoy as a result of the expansion or new business.

Tax abatement requests must be submitted in writing to the Board of Trustees of Sauk Valley College, District 506. All such requests will be considered on an individual basis. Tax abatements will not be granted for a period of time in excess of ten years.

Procedure

At the request of the Board of Trustees, the college president will appoint a committee from administration to consider an abatement request and develop a recommendation to the Board. In developing its recommendation, any such committee shall take at least the following steps:

1. Meet with representatives of the firm or organization requesting the District #506 tax abatement, and review the policy of the Board, the annual dollar amount of the abatement, the number of years of abatement, and the total amount of the abatement.
2. Estimate the training programs or educational services available through the college the entity seeking abatement might utilize. The value, insofar as possible, of these services should be determined.

3. Consult with representatives of all other taxing bodies affected by the abatement request.
4. Review the nature of any claimed hardship and its validity.

The committee will establish procedures appropriate to permit it to make a recommendation to the Board and to maintain sufficient contact with the entity seeking abatement to determine whether the project is in fact proceeding.

Original

p. 401

## 401.01 Personnel Classifications and Definitions

### A. DEFINITIONS

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

#### 1. Contractual Employee

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

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

#### 2. Full-time and Part-time Employees

##### Full-time:

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

Proposed

## 401.01 Personnel Classifications and Definitions

### A. Definitions

#### CONTRACTUAL EMPLOYEES

Contractual employees are hired by the Board of Trustees for a specified period of time to carry out the objectives of the special projects funded in whole or in part by an external agency for a specific and restricted purpose without obligation on the part of the college or expectations that the college will continue the employment beyond the terms of the contract. These employees will not have academic rank, but shall be entitled to salaries and benefits as specified by the Board of Trustees in a salary plan developed for use in their special circumstance.

Contractual employees may include personnel in any classification: Administrative, Professional, Instructional Faculty, Paraprofessional, Classified or any other classifications used at the college.

Continued employment shall be subject to a positive annual evaluation and the continued funding of the position in the project or program for which they were hired. Said employees shall not be eligible for tenure.

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

416.01 Other Reasons for Termination

- A. Age: Tenure shall expire automatically and without notice upon completion of the contract year in which the 65th birthday of a tenured staff member occurs. Employment after 65, if any, shall be on either a temporary or an annual contract basis.
- B. Budget or Program Retrenchment: The services of any member of the faculty and administration may be terminated in the event of the need for financial or program retrenchment. Notification of termination shall be given as soon as the need for retrenchment is apparent. Such termination shall be made at the close of the contract year. Positions which have been vacated on such grounds shall not be filled within two years. Members of the division in which the program retrenchment is being considered shall be consulted in a division meeting prior to any Board action on the retrenchment.

Proposed

p. 416

416.01 Other Reasons for Termination

A. Age: Tenure shall expire automatically and without notice upon completion of the contract year in which the 70th birthday of a tenured staff member occurs. Employment after 70, if any, shall be on either a temporary or an annual contract basis.

B. Budget or Program Retrenchment: The services of any member of the faculty and administration may be terminated in the event of the need for financial or program retrenchment. Notification of termination shall be given as soon as the need for retrenchment is apparent. Such termination shall be made at the close of the contract year. Positions which have been vacated on such grounds shall not be filled within two years. Members of the division in which the program retrenchment is being considered shall be consulted in a division meeting prior to any Board action on the retrenchment.

Original

p. 417

417.01 Responsibilities of Classified Staff

The responsibilities of Classified staff shall be defined by their respective supervisors within the scope of the rules and regulations issued by the Business Office and in a manner consistent with Affirmative Action guidelines, and the Classified Personnel Handbook, with the approval of the Pres

2-12-79

*Proposed*

417.01 Responsibilities of Classified Staff

The responsibilities of Classified staff shall be defined by their respective supervisors within the scope of the rules and regulations governing their responsibilities and in a manner consistent with Affirmative Action guidelines, and the Classified Personnel Handbook, with the approval of the President.

2-12-79

Dew

Ap. 433

426.01 General Responsibilities, Duties and Working Conditions for Contractual Employees

GENERAL RESPONSIBILITIES, DUTIES AND WORKING CONDITIONS FOR CONTRACTUAL EMPLOYEES

1. Contractual employees are required to fulfill all duties and responsibilities as specified in their respective job description.
2. Contractual employees are required to observe proper channels of communication in handling routine operational matters and to express any concerns through their respective supervisor in the same manner as all other Sauk Valley College employees.
3. Contractual employees are responsible for complying with all reporting requirements specified by the college or the external funding agency.
4. Contractual employees are afforded the same fringe benefits and come under established college personnel policies and procedures in the same manner as other employees.

Dew

433

426.01 General Responsibilities, Duties and Working Conditions for Contractual Employees

GENERAL RESPONSIBILITIES, DUTIES AND WORKING CONDITIONS FOR CONTRACTUAL EMPLOYEES

1. Contractual employees are required to fulfill all duties and responsibilities as specified in their respective job description.
2. Contractual employees are required to observe proper channels of communication in handling routine operational matters and to express any concerns through their respective supervisor in the same manner as all other Sauk Valley College employees.
3. Contractual employees are responsible for complying with all reporting requirements specified by the college or the external funding agency.
4. Contractual employees are afforded the same fringe benefits and come under established college personnel policies and procedures in the same manner as other employees.

*New*

p. 531

516.01 Alchohoic Beverages

No alcoholic beverages shall be sold or served on the premises of Sauk Valley College, unless there is specific permission granted by the Board of Trustees for the specific event or occasion.

For Board Meeting  
of July 23, 1984

Agenda Item G-2

#### PROGRAM EVALUATION, REVIEW AND RECOMMENDATIONS

We are engaged in a plan to systematically evaluate all instructional programs on a rotation basis. This year we reviewed the following:

Management, AAS and Certificate  
Automotive, AAS and Certificate  
Criminal Justice, AAS  
Human Services, AAS and Certificate - all options  
Psychology, AA, AS Transfer

We did not complete evaluations for Agriculture, Building Construction, and Welding since these programs were retrenched early this year.

The review process involves the faculty members in the instructional area involved, a counselor and the Assistant Dean.

The Curriculum Committee reviews each report and makes a recommendation. These recommendations are reviewed and supported by the Dean of Instruction and the President. (A copy of the complete procedure and evaluation is attached).

A summary of the review is reported here. The full review for each program is on file and will be available at the meeting for reference as desired.

RECOMMENDATION: It is recommended that these Program Revisions be accepted as presented.

SUMMARY OF PROGRAM EVALUATIONS 1983-84

Enclosed are copies of the general summaries for each of the evaluations conducted this past year. The faculty and staff who conducted the evaluations are listed on the bottom of the summary page for each respective program. All of the evaluation recommendations have been reviewed and approved by the Curriculum Committee in accordance with established procedure.

PROGRAM EVALUATION RECOMMENDATIONS

AUTOMOTIVE PROGRAM

Recommendation approved by the Curriculum Committee on  
May 9, 1984.

Recommendation approved by the Dean of Instruction

Don Foster 6-6-84

Dr. Donald J. Foster

Recommendation approved by the President

W. Harold Garner

Dr. W. Harold Garner

Program Automotive

Year Evaluated 1984

X. General Summary

A. Major Strengths of this Program

1. A dedicated and well qualified staff.
2. Excellent staff and student morale.
3. Ability of faculty to work with and train individuals, even without the best of equipment.
4. Students receive training and leave program before completion. This is a problem however.

B. Major Areas in Need of Improvement

1. With staffing night classes could be added and improve enrollment.
2. Need to upgrade equipment.
3. More visual aids need to be added.
4. Develop a tool program for students.

C. Program Should Be

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

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

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

D. General Comments and Recommendations

The automotive program is solid. Students are receiving a quality, well-rounded education. To continue the quality equipment and staffing must be considered.

Members of the Evaluation Team: Chuck Paterson, Bob Logemann and Gene Wagner

## PROGRAM EVALUATION RECOMMENDATIONS

### HUMAN SERVICES PROGRAM

Evaluation approved by the Curriculum Committee on May 17, 1984 with the following suggestion:

1. For next year attention should be given to the need to attach a page to explain the figures on enrollment, unit cost, etc., since the figures can be misleading. One of the major problems is in the inability to distinguish between a course enrollee and a program enrollee.

Recommendation approved by the Dean of Instruction

Dr. Donald J. Foster

Recommendation approved by the President

Dr. W. Harold Garner

Program Human Services

Year Evaluated 1984

X. General Summary

A. Major Strengths of this Program

The program is a flexible and highly responsive program despite all of its limitations. Students have an opportunity to acquire a large number of para-professional skills. The more dedicated student has the capability to go far through the program. A HSV Degree is an excellent preparation for work in psychology, social work, or rehabilitation.

B. Major Areas in Need of Improvement

The faculty problem must be solved. We must increase and stabilize our staffing. We must start to effectively sell ourselves. Plans to branch into continuing education for professionals already in the community must proceed. A stable pre-professional base of prerequisite skill imparting courses must be established.

C. Program Should Be

1. Retained        Yes        No

2. Retained with modifications        X        Yes        No

3. Terminated        Yes        No

D. General Comments and Recommendations

Members of the Evaluation Team: Ralph Pifer, George Vrhel,  
Linda Miller and Mike Seguin

## PROGRAM EVALUATION RECOMMENDATIONS

### CRIMINAL JUSTICE PROGRAM

Evaluation approved by the Curriculum Committee on May 17, 1984 with the following suggestions:

1. For next year attention should be given to the need to attach a page to explain the figures on enrollment, unit cost, etc., since the figures can be misleading. One of the major problems is in the inability to distinguish between a course enrollee and a program enrollee.

Recommendation approved by the Dean of Instruction

Don Foster 6-6-84

Dr. Donald J. Foster

Recommendation approved by the President

W. Harold Garner

Dr. W. Harold Garner

Program Criminal Justice

Year Evaluated 1984

X. General Summary

A. Major Strengths of this Program

1. Flexibility necessary to meet the needs of a diverse student population.
2. Faculty possess experience in the field as well as academic preparation.
3. Good record of job placement.

B. Major Areas in Need of Improvement

1. Greater financial commitment to supply budget.
2. Reduce the number of preparations taught by instructors.
3. Improved recruiting materials such as brochures, updated slide shows, pictoral displays etc.

C. Program Should Be

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

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

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

D. General Comments and Recommendations

Members of the Evaluation Team: Judi Burnham, Robert Crouse  
and Mike Seguin

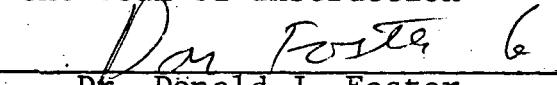
## PROGRAM EVALUATION RECOMMENDATIONS

### PSYCHOLOGY PROGRAM

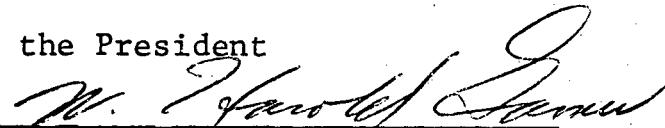
Evaluation approved by the Curriculum Committee on May 17, 1984 with the following suggestion:

1. For next year attention should be given to the need to attach a page to explain the figures on enrollment, unit cost, etc., since the figures can be misleading. One of the major problems is in the inability to distinguish between a course enrollee and a program enrollee.

Recommendation approved by the Dean of Instruction

 6-6-84  
Dr. Donald J. Foster

Recommendation approved by the President

 Dr. W. Harold Garner

Program Psychology

Year Evaluated 1984

X. General Summary

A. Major Strengths of this Program

Though a small department, the psychology department offers a wide range of courses. The faculty is high caliber and offers a wide range of professional experience, philosophies and approaches. The program is eclectic in nature and offers a good balance of information on theory and practice. Key courses such as PSY 200 are well articulated with the needs of nursing and education students. The schedule is flexible and student oriented and text selection is outstanding.

B. Major Areas in Need of Improvement

1. Intra departmental communication should be increased.
2. The acquisition of a psychology lab is needed.
3. An advisory committee should be developed
4. Attention should be directed to the number of preparations assigned to teachers.
5. A-V materials should be up-dated.
6. As soon as possible, more emphasis should be placed on and opportunities made available for professional growth.

C. Program Should Be

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

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

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

D. General Comments and Recommendations

Members of the Evaluation Team: Ralph Pifer, George Vrheil,  
Fred Nesbit and Mike Seguin

JUN 7 1984

PROGRAM EVALUATION RECOMMENDATIONS

MANAGEMENT PROGRAM

Recommendation approved by the Curriculum Committee on  
May 9, 1984.

Recommendation approved by the Dean of Instruction

Don Foster 6-6-84  
Dr. Donald J. Foster

Recommendation approved by the President

W. Harold Garner  
Dr. W. Harold Garner

Program Mgt./A.A.S. & Certif.

Year Evaluated 1984

X. General Summary

A. Major Strengths of this Program

1. The program is diverse and allows the student a number of potential management situations.
2. The faculty is strong in their particular areas.
3. Course materials and textbooks are current.
4. Students can complete the program as all courses are offered yearly.
5. Current part-time faculty are above average.

B. Major Areas in Need of Improvement

1. Students need to be scheduled, counseled or advised as A.A.S. students and not potential transfers.
2. Day students cannot complete the program without switching to nights as staffing availability does not exist.
3. Need to introduce management use of microcomputers.
4. Need financing for new A-V materials.
5. Need of staff development and/or retraining to improve instruction potential of the program.

C. Program Should Be

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

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

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

D. General Comments and Recommendations

This is a viable program at this point. However, unless means can be found to upgrade the program in use of technology and through better staffing the program may not be as viable on the next evaluation.

Members of the Evaluation Team: Carl Gates, Don Burton, Chuck West, Ron Hartje and Gene Wagner

For Board Meeting  
of July 23, 1984

Agenda Item G-3

AUTHORIZATION TO SUBMIT RAMP/CC REPORT

The Illinois Community College Board requires the annual submission of a Resource Allocation Management Plan for Community Colleges (RAMP/CC) by August 1st.

The timing of this report is so close to the end of the fiscal year that it is impractical for this to be prepared in time for Board approval prior to submission.

ICCB, therefore, provides for the report to be submitted by August 1, with Board ratification to follow at a later date.

RECOMMENDATION: That the administration be authorized to submit the RAMP/CC report, subject to later ratification by the Board.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE June 27, 1984

## MEMORANDUM

TO: Dr. Garner

FROM: Karen Shapton *Karen*

RE: National Association for Exchange of Industrial Resources (NAEIR)

JUN 28 1984

NAEIR is a not for profit organization which serves as a clearinghouse for the distribution of materials and equipment donated by industry to NAEIR member educational institutions.

We have been a member of NAEIR since 1982. The membership fee is \$250.00 per year and we pay only the shipping charges from Chicago on the items we order. Monthly bulletins describing current offerings are sent to me. I then route these bulletins to the appropriate administrators for orders and handle the ordering and receipt of orders.

From August 1982 to date, we have received equipment and materials valued at \$22,821.00. These items include:

Electronics supplies	(Electronics)
Automotive parts	(Automotive Technology)
Maintenance Supplies	(Maintenance)
Coated abrasives	(Building Construction, Maintenance)
Weed trimmer	(Maintenance)
3M Copier	(General)
Soil test kits	(Natural Science and Technology)

Our membership in NAEIR is one aspect of a spectrum of resource development activities which benefit the college.

KS/ln

cc Administrative Council

To be charged to 1983-84 Fiscal Year.

BILLS PAYABLE

July 23, 1984

EDUCATIONAL FUND

191-000-550	KAY FISHER	Travel	3,633	\$ 52.47
192-000-554	RODNEY DIR	Interview Expenses	3,634	86.00
100-000-415	SVC RESTRICTED PURPOSES FUND	Chargeback Reimb.	3,635	242.19
192-000-554	THOMAS BREED	Interview Expenses	3,636	100.00
191-000-550	ANN POWERS	Travel - Board Meetings	3,637	120.00
176-000-575	KAY FISHER	Phone calls - Board	3,638	11.87
191-000-550	RICHARD GROHARING	Travel - Board Meetings	3,639	250.00
191-000-550	RICHARD GROHARING	ICCTA meeting	3,640	143.47
191-000-550	DAVID MANDRGOC	Travel - Board Meetings	3,641	101.20
192-000-554	DUANE MONTE	Interview Expenses	3,642	211.50
	SVC PAYROLL FUND	6-30-84 Payroll	3,642	200,727.75
110-813-514-01	NACHUSA LUTHERAN HOME	Comm. Serv. Instr.	3,643	134.08
120-000-545	ROBERT THOMAS	Records purchased	3,645	197.80
176-000-575	SVC PAYROLL FUND	Final 6/30/84 Payroll	3,646	8,977.95
	CENTRAL TELEPHONE CO.	Service	3,647	2,716.63
	(see list for 1984-85 Fiscal Year)		3,648	
100-000-431	SVC WORK STUDY/EOG FUND	Work Study overpayment	3,649	10,307.25
	(see list for 1984-85 Fiscal Year)		3,650	
				\$224,380.16

0.512.541.02	ALFRED PUBLISHING CO	SUPPLIES	3,651	16.59
0.711.541.02	AMERICAN SCIENTIFIC PROD	SUPPLIES	3,652	697.45
0.512.541.02	S EUGENE BAILEY	SUPPLIES	3,653	26.59
0.000.545.00	BAKER & TAYLOR	BOOKS	3,654	874.18
0.000.545.00	BAKER & TAYLOR	BOOKS	3,655	1,217.92
0.512.541.02	BELWIN MILLS	SUPPLIES	3,656	15.86
0.300.541.02	BENNETT WELDING SUPPLY CO	SUPPLIES	3,657	36.50
0.000.541.03	BRO DART CO	SUPPLIES	3,658	201.78
2.000.541.01	BURROUGHS CORP	SUPPLIES	3,659	47.40
0.810.547.00	CARROLL COUNTY REVIEW	PUB INFO	3,660	180.00
0.000.545.00	CHEMICAL PUB CO INC	BOOKS	3,661	82.00
2.000.554.00	CHICAGO TRIBUNE CO	RECRUITMENT	3,662	796.00
2.000.554.00	CHRONICLE OF HIGHER EDUC	RECRUITMENT	3,663	192.08
1.000.556.00	CLAYTONS FLORAL SHOP	FLOWERS	3,664	20.00
5.000.550.00	WALTER CLEVINGER	TRAVEL	3,665	37.50
0.813.541.02	COPPINS LETTER SHOP	SUPPLIES	18.00	
8.000.549.00	X X X	88.50	3,666	106.50
8.000.541.01	CROWN PRINTING CO	SUPPLIES	3,667	26.62
0.810.547.00	RICHARD CULLOM	PUB INFO	3,668	37.00
0.711.541.02	CURTIN MATHESON SCI CO	SUPPLIES	3,669	318.58
2.000.541.01	CURTIS 1000	SUPPLIES	3,670	1,127.00
2.000.554.00	THE DAILY DISPATCH	RECRUITMENT	3,671	18.88
0.810.547.00	THE DAILY GAZETTE	PUB INFO	934.05	
2.000.547.00	X X	ADS 10.50	3,672	944.55
0.300.541.02	DELMAR PUBLISHERS	SUPPLIES	3,673	18.15
0.000.541.03	DEMCO	SUPPLIES	3,674	128.68
2.000.554.00	THE DES MOINES REGISTER	RECRUITMENT	3,675	186.85

.300.541.02	DIGI KEY CORP	SUPPLIES	3,676	5.14
.500.541.02	DIXON CAMERA CENTER	SUPPLIES	3,677	9.44
.810.547.00	DIXON EVENING TELEGRAPH	PUB INFO	342.65	
.000.547.00	X X	11.40	3,678	354.05
.300.541.02	DO ALL ROCKFORD CO	SUPPLIES	3,679	118.75
.810.547.00	DYNAMIC GRAPHICS	PUB INFO	3,680	60.75
.000.550.00	ROBERT EDISON	TRAVEL	3,681	22.80
.000.545.00	EDWARDS BOOK STORE	BOOKS	3,682	68.10
.711.541.02	FISHER SCIENTIFIC	SUPPLIES	3,683	123.08
.000.545.00	GALE-RESEARCH CO	BOOKS	3,684	79.45
.000.550.00	HAL GARNER	TRAVEL	3,685	52.47
.000.541.03	GAYLORD BROS INC	SUPPLIES	3,686	463.62
.810.550.00	RALPH GELANDER	TRAVEL	3,687	41.60
.512.533.00	VINCENT GILBERT	PIANO TUNING	3,688	75.00
.711.541.02	GINDERS HOSPITAL SUPPLY	SUPPLIES	3,689	438.72
.715.541.02	THE GOLF SHACK	SUPPLIES	3,690	50.00
.000.550.00	ALAN HARDERSEN	TRAVEL	3,691	62.40
.800.541.02	HASKEL'S	SUPPLIES	5.06	
.000.541.01	X X	11.89		
.000.585.00	X X	EQUIP	480.00	496.95
.000.541.03	HECKMAN BINDERY	SUPPLIES	3,693	38.35
.813.550.00	RICHARD HOLTAM	TRAVEL	3,694	286.00
.800.537.00	I B M	SERVICE	60.45	
.000.537.00	X X	83.20		
.000.562.00	X X	372.10		
.800.541.02	I B M CORP	SUPPLIES	37.34	515.75
.800.542.00	X X	22.72		
.000.550.00	I C C T A	CONVENTION	78.00	
.000.549.00	X X	SUPPLIES	94.50	
.000.550.00	X X	CONVENTION	156.00	328.50
.000.575.00	INTRA STATE TELECOMMUNICATIONS	SUPPLIES	3,698	78.30
.300.541.02	JOHNSTONE SUPPLY	SUPPLIES	3,699	83.45
.000.549.00	JOSTENS	DIPLOMAS	3,700	2.29
.813.541.02	LA LFCHE LEAGUE INTERNL	SUPPLIES	3,701	69.50
.200.550.00	CAROL LINTON	TRAVEL	3,702	16.64
.000.545.00	J B LIPPINCOTT MEDIA	BOOKS	3,703	398.00
.000.541.01	LOVEJOYS COLLEGE GUIDE	SUPPLIES	3,704	7.20
.200.541.02	MCCORMICKS NURSERY	SUPPLIES	3,705	117.52
.100.541.02	MCGRAW HILL BOOK CO	SUPPLIES	3,706	162.00
.050.541.02	MCGRAW HILL BOOK CO	SUPPLIES	3,707	24.51
.000.545.00	MACMILLAN PUBLISHERS	BOOKS	3,708	72.50
.200.529.00	ROBERT MATTER	REIMB 3 HRS	3,709	154.47
.000.545.00	MERIT AUDIO VISUAL	BOOKS	3,710	155.40
.000.541.01	MIDWEST HOME HEALTH CARE	SUPPLIES	3,711	22.40
.000.545.00	MOODY'S INVESTORS SERVICE	BOOKS	3,712	125.00
.300.541.02	MOUSER ELECTRONICS	SUPPLIES	3,713	52.79
.050.541.02	MOVIES UNLIMITED	SUPPLIES	3,714	73.45
.200.545.00	ED MUELLER A V	REPAIRS	3,715	244.90
.500.541.01	NATIONAL DATA PRODUCTS	SUPPLIES	3,716	218.61
.000.545.00	NATIONAL DIRECTORY OF ADDRESSES	BOOK	3,717	26.95
.813.550.00	NED NESTI JR	TRAVEL	3,718	48.00
.600.571.00	NORTHERN ILL GAS CO	SERVICE	3,719	50.19
.600.571.00	NORTHERN ILL GAS CO	SERVICE	3,720	5,848.93

0.400.541.02	NORTHERN ILL UNIV	SUPPLIES 8.55		
0.712541.02	X X	6.70	3,721	15.25
2.000.541.01	NORTHLAND PAPER CO	SUPPLIES	3,722	6,850.20
0.715.533.00	PORTER EQUIPMENT CO	SERVICE 697.49		
0.715.541.02	X X	SUPPLIES 314.00	3,723	1,011.49
0.000.544.01	PRATT AUDIO VISUAL	SUPPLIES	3,724	80.00
0.512.541.02	THEODORE PRESSER CO	SUPPLIES	3,725	20.40
0.000.545.00	PUBLISHERS QUALITY LIBRARY	SERV BOOKS	3,726	11.33
1.000.541.01	PRYOR	SUPPLIES	3,727	116.32
0.512.533.00	QUICK VAN LINES	SERVICE	3,728	100.00
2.000.541.01	SVC BOOKSTORE	MASTER CHARGE FEE	3,729	311.04
0.100.541.02	SVC BOOKSTORE	SUPPLIES 121.33		
0.117.541.02	X X	(55.08)		
0.200.541.02	X X	39.86		
0.300.541.02	X X	5.37		
0.316.541.02	X X	6.20		
0.400.541.02	X X	75.83		
0.418.541.02	X X	10.20		
0.500.541.02	X X	152.97		
0.600.541.02	X X	36.50		
0.712.541.02	X X	101.45		
0.713.541.02	X X	18.01		
0.714.541.02	X X	17.85		
0.715.541.02	X X	(11.01)		
0.716.541.02	X X	12.71		
0.813.541.02	X X	24.68		
0.100.541.02	SVC BOOKSTORE	6.48 SUPPLIES	3,730	556.87
0.300.541.02	X X	2.92		
0.400.541.02	X X	.90		
0.500.541.02	X X	15.84		
0.511.541.02	X X	10.46		
0.600.541.02	X X	4.21		
0.713.541.02	X X	12.71		
0.716.541.02	X X	14.52		
0.800.541.02	X X	2.10		
0.810.547.00	X X	2.04		
0.811.541.01	X X	4.47		
0.812.541.01	X X	64.09		
0.818.541.01	X X	34.23		
0.000.544.01	X X	2.10		
0.000.541.01	X X	2.83		
-000-541.01	X X	8.32		
-000-541.01	X X	21.45		
-000-541.01	X X	9.73		
0.000.541.01	X X	13.54		
0.814.541.02	SBM EQUIPMENT CENTER	SUPPLIES 120.00	3,731	232.94
0.000.541.01	X X	30.92		
0.000.541.01	X X	70.99		
0.000.541.01	X X	10.50		
0.000.541.01	X X	277.00		
0.000.554.00	ST LOUIS POST DISPATCH	RECRUITMENT	3,732	509.41
0.000.585.00	SARGENT WELCH SCIENTIFIC CO	EQUIPMENT	3,733	197.75
			3,734	4,880.00

0.512541.02	G SCHIRMER INC	SUPPLIES	3.735	26.99
1,000.550.00	SERVOMATION CORP	BOARD MEETINGS	3,736	60.00
6,000.550.00	KAREN SHAPTON	TRAVEL	3,737	13.60
0,810.547.00	SHEFFIELD BULLETIN	PUB INFO	3,738	44.00
0,714.550.00	STANLEY SHIPPERT	TRAVEL	3,739	72.40
0,300.541.02	SNAP ON TOOLS CORP	SUPPLIES	3,740	16.62
0,800.542.00	GLENN SPUTER	SUPPLIES	3,741	13.65
0,810.547.00	STERLING CAMERA CENTER	PUB INFO	3,742	33.31
1,000.550.00	STERLING CHAMBER OF COMMERCE	DINNER	3,743	8.00
2,000.554.00	SUN TIMES SALES CORP	RECRUTTMNT	3,744	420.00
2,000.550.00	ROBERT THOMAS	TRAVEL	3,745	6.80
0,100.533.00	THE UNIQUE COMPUTER SHOP	SERVICE 118.75		
0,100.541.02	X X	SUPPLIES 149.00	3,746	267.75
0,400.541.02	UNIV OF ILLINOIS	SUPPLIES 29.00		
0,500.541.02	X X	79.25	3,747	108.25
0,100.541.02	VAN NOSTRAND REINHOLD CO	SUPPLIES	3,748	33.81
0,300.533.00	VICS TOOL GRINDING SHOP	REPAIRS	3,749	189.00
0,000.533.00	VIDEO MIDWEST INC	SERVICE	3,750	183.18
0,810.547.00	W I X N	PUB INFO	3,751	297.00
0,810.547.00	W J V M	PUB INFO	3,752	300.00
0,810.547.00	W S D R	PUB INFO	3,753	431.00
0,812.550.00	EUGENE WAGNER	TRAVEL	3,754	68.20
1,000.534.00	WARD MURRAY PACE & JOHNSON	LEGAL CONTR	3,755	1,286.10
0,000.545.00	WEST PUBLISHING CO	BOOKS	3,756	37.00
0,000.545.00	H W WILSON CO	BOOKS	3,757	977.95
2,000.541.01	WRITING SALES INC	SUPPLIES	3,758	1,438.17
0,000.541.01	XEROX CORP	SUPPLIES	3,759	526.85
0,600.541.02	SVC PETTY CASH	SUPPLIES	3,760	2.41
	SVC IMPREST FUND	MISC EXPENSES	3,761	962.99

TOTAL BILLS	41,875.85
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Cks. #3,633 - 3,650	224,380.16
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TOTAL EDUCATIONAL FUND FOR JULY TO BE CHARGED TO 1983-84 FISCAL YEAR	\$266,256.01
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To be charged to 1983-84 Fiscal Year.

BUILDING FUND

.000.541.04	AMERICAN HOTEL REGISTER CO	SUPPLIES	302	80.87
.000.541.04	CARDINAL AUTO PARTS	SUPPLIES	303	24.43
.000.573.00	COMMONWEALTH EDISON	SERVICE	304	15,912.18
.000.541.04	ENGLEWOOD ELECTRICAL SUPPLY	SUPPLIES	305	620.22
.000.541.04	FORSTER IMPLEMENT	SUPPLIES	306	3.74
.000.533.00	FYR FYTER SALES & SERVICE	SERVICE	307	131.50
.000.550.00	GLADYS GUNTEL	TRAVEL	308	2.80
.000.541.04	MARRISON CHEVROLET CADILLAC	SUPPLIES	309	138.00
.000.541.04	HOME LUMBER CO	SUPPLIES	310	62.19
.000.541.04	KRADLES	SUPPLIES	311	7.18
.000.541.04	LEE F S INC	SUPPLIES	312	737.37
.000.533.00	MIDAS MUFFLER	SERVICE	313	77.90
.000.541.04	MORGAN SERVICES INC	SUPPLIES	314	97.96
.000.533.00	PARTICLE DATA LABORATORIES	SERVICES	315	150.00
.000.587.00	PITNEY BOWES	EQUIPMENT	316	1,633.00
.000.533.00	ROCK VALLEY DISPOSAL	SERVICE	317	89.40
.000.541.04	SVC BOOKSTORE	SUPPLIES	318	39.89
.000.541.04	SVC EDUCATIONAL FUND	SUPPLIES	319	20.16
.000.541.04	SEARS ROEBUCK & CO	SUPPLIES	320	101.98
.000.587.00	SORENSEN JANITORIAL SUPPLY	EQUIPMENT	321	765.27
.000.533.00	SPECHTS UPHOLSTERY	REPAIRS	322	195.00
.000.541.04	WILCO RENTAL	SUPPLIES		
.000.587.00	X X	9.54		
.000.541.04	WISCONSIN TURF EQUIP CORP	EQUIP 1698.00	323	1,707.54
.000.533.00	YOUNGREN'S REFRIGERATION INC	SUPPLIES	324	77.68
.000.541.04	SVC PETTY CASH	SERVICE	325	31.50
		SUPPLIES	326	8.84

TOTAL BUILDING FUND FOR JULY TO BE CHARGED TO 1983-84 FISCAL YEAR

22,716.60

To be charged to 1983-84 Fiscal Year.

IMPREST FUND

110-512-541.02	Harper and Row	Supplies	6879	\$ 16.89
110-512-541.02	Lawson-Gould-Music Publ. Inc.	Supplies	6880	10.48
110-813-541.02	Richard Holtam	Supplies	6881	6.78
192-000-544.02	United Parcel Service	Service	6882	5.91
120-000-545	Robert Thomas	Records purchased	6883	70.90
110-410-533	William B. Wescott	Honorarium	6884	80.00
110-410-533	Donald C. Stachowiak	Honorarium	6885	60.00
110-410-533	John Strom, M.D.	Honorarium	6886	90.00
110-410-533	Kim Groharing	Honorarium	6887	30.00
110-410-533	Tery Gisi	Honorarium	6888	20.00
110-410-533	Conni Holder	Honorarium	6889	50.00
110-410-533	Dr. Edgar Picken	Honorarium	6890	30.00
110-410-533	Dr. Joseph Neiweem	Honorarium	6891	60.00
110-410-533	Lynn J. Peterson	Honorarium	6892	20.00
110-410-533	Cindy Schott	Honorarium	6893	30.00
	Void check		6894	
110-410-533	Dr. Thomas Flynn	Honorarium	6895	30.00
110-410-533	John J. McDonnell	Honorarium	6896	30.00
110-410-533	Randall Barnhart	Honorarium	6897	30.00
110-410-533	Steven S. Marschang	Honorarium	6898	70.00
110-410-533	J. Lenore Sparapani	Honorarium	6899	30.00
110-410-533	Mark Zumdahl	Honorarium	6900	30.00
110-410-533	Keith R. Diehl	Honorarium	6901	20.00
110-410-533	Gregory F. Holder	Honorarium	6902	30.00
192-000-544.02	United Parcel Service	Service	6903	64.66
110-410-533	John F. Hubbard M.D.	Honorarium	6904	30.00
192-000-544.02	United Parcel Service	Service	6905	17.37

Total Disbursements - EDUCATIONAL FUND  
Charge 1983-84 Fiscal Year \$962.99

Balance in fund - 2061.01  
Disbursements - 962.99  
Total in fund - 3024.00

**SAUK VALLEY COLLEGE**

**APPROVED BY**

Kay L. Fischer

**PRESIDENT**

Elvin W. Mandigoc

**SECRETARY**

**DATE** 7/23/84

To be charged to 1984-85 Fiscal Year.

EDUCATIONAL FUND

SVC PAYROLL FUND 192-000-521	PRUDENTIAL	7-11-84 Payroll July premium	3,648	\$ 100,662.80
			3,650	<u>21,694.67</u>
				\$ 122,357.47

.000,541.01	A A C R A O	DUES	3,762	265.00
.000,541.01	CAREER GUIDANCE FOUNDATION	SUPPLIES	3,763	558.00
.000,547.00	THE DAILY GAZETTE	PUB INFO	3,764	20.00
.000,541.01	DATA SOURCES	SUPPLIES	3,765	90.00
.000,559.00	HAL GARNER	OTHER EXP	3,766	600.00
.000,541.02	GRANTSMANSHIP CENTER	SUBSCR	3,767	52.00
.000,541.02	HOKE COMMUNICATIONS	SUBSCR	3,768	33.00
.000,534.00	HONEYWELL INC	MAINT	3,769	4,441.24
.000,537.00	I B M	SERVICE	3,770	77.00
.000,546.00	I C C T A	DUES	3,771	1,644.17
.000,575.00	ILLINOIS BELL TELEPHONE	SERVICE	3,772	211.09
.000,534.00	DAVID MAYES	SEWAGE TESTING	3,773	190.00
.000,534.00	MONTGOMERY ELEVATOR CO	SERVICE CONTR	3,774	469.96
.800,534.00	MULTIGRAPHICS	MAINT CONTR	3,775	5,116.00
000,541.01	NACUBO	DUES	3,776	55.00
000,541.03	NILRC	DUES	3,777	300.00
.000,562.00	NCR CORP	EQUIP RENTAL	3,778	8,374.56
.711,541.02	NAACLS	FEES	3,779	450.00
.000,546.00	NORTH CENTRAL ASSN	DUES	3,780	695.00
.000,534.00	NATIONAL COMPUTER SYS	MAINT	3,781	181.00
.000,534.00	PITNEY BOWES	MAINT CONTR	3,782	417.00
.000,554.00	ROCKFORD NEWSPAPERS	RECRUITMENT	3,783	191.76

24,431.78

Cks. #3648 and 3650

122,357.47

TOTAL EDUCATIONAL FUND FOR JULY TO BE CHARGED TO 1984-85 FISCAL YEAR \$ 146,789.25

BUILDING FUND

2,000,561.00	WESTWOOD SPORTS CENTER	RENTAL	327	238.00
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TOTAL BUILDING FUND FOR JULY TO BE CHARGED TO 1984-85 FISCAL YEAR

238.00

SAUK VALLEY COLLEGE

APPROVED BY

Lay E. Fischer

PRESIDENT

Kenneth Mandagoc

SECRETARY

DATE 7/23/84

TREASURER'S REPORT

June 30, 1984

EDUCATIONAL FUND

Balance on Hand May 31, 1984		\$ 210,765.97
<u>Receipts:</u>		
1983 Taxes	202,187.28	
Charge-Back Revenue	4,117.23	
Federal Work Study	24,025.87	
Other Federal Funds	3,775.00	
Graduation Fees	125.00	
Transcript Fees	117.00	
Interest on Investments	37,078.93	
Other Revenue	1,049.33	
Expenditure Credits	2,580.36	
Loan from Working Cash	<u>407,145.52</u>	<u>682,201.52</u>
Total Available		\$ 892,967.49
<u>Disbursements:</u>		
Expenses for June	329,471.18	
Investments	<u>407,145.52</u>	<u>736,616.70</u>
Balance on Hand June 30, 1984		\$ <u>156,350.79</u>

BUILDING FUND

Balance on Hand May 31, 1984		\$ 14,940.03
<u>Receipts:</u>		
1983 Taxes	50,545.23	
Misc. Revenue	101.00	
Expenditure Credits	<u>15.80</u>	<u>50,662.03</u>
Total Available		\$ <u>65,602.06</u>
<u>Disbursements:</u>		
Expenses for June		<u>25,536.85</u>
Balance on Hand June 30, 1984		\$ <u>40,065.21</u>

SITE AND CONSTRUCTION FUND

Balance on Hand May 31, 1984		\$ 22,491.89
<u>Receipts:</u>		
Interest on Investments		<u>3,370.13</u>
Total Available		\$ 25,862.02
<u>Disbursements:</u>		
Expenses for June		<u>2,053.88</u>
Balance on Hand June 30, 1984		\$ <u>23,808.14</u>

BOND AND INTEREST #1

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

Receipts:

Investments	368,525.44	
1983 Taxes	51,558.42	
Interest on Invest.	<u>19,077.53</u>	<u>439,161.39</u>

Total Available \$ 545,399.38

Disbursements:

Investments	523,000.00	
Bond Interest	9,250.00	
Service Charges	<u>30.00</u>	<u>532,280.00</u>

Balance on Hand June 30, 1984 \$ 13,119.38

BOND AND INTEREST #4

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

Receipts:

Interest on Investments	<u>181.09</u>
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Total Available \$ 25,290.63

Disbursements:

-0-

Balance on Hand June 30, 1984 \$ 25,290.63

WORKING CASH FUND

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

Receipts:

Investments	<u>407,145.52</u>
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Total Available \$ 425,006.55

Disbursements:

Loan to Work Study Fund	10,000.00	
Loan to Educ. Fund	<u>407,145.52</u>	<u>417,145.52</u>

Balance on Hand June 30, 1984 \$ 7,861.03

NSURANCE FUND

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

Receipts:

1983 Taxes	15,332.32
Investment Income	418.63
Expenditure Credits	<u>27.78</u>
	<u>15,778.73</u>

Total Available \$ 87,645.53

Disbursements: -0-

Balance on Hand June 30, 1984 \$ 87,645.53

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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	11.12	263,000.00
Rock Falls National	B & I #1	11.12	260,000.00
Dixon National	Educational	10.75	407,145.52
Rock Falls National	Working Cash	Variable	<u>1,329,000.00</u>
			TOTAL INVESTED \$3,352,997.90

SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Year Ending June 30, 1984

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

Cash on Hand . . . . .	\$(19,317.74)
Due From Educational Fund. . . . .	10,307.27
Loans from Other Funds . . . . .	\$ 26,000.00
Workstudy Awards Receivable from Fed. Gov. 1983-84 . . . . .	-0-
Workstudy Awards Capital 1983-84 . . . . .	173,825.28
Workstudy Awards Paid 1983-84. . . . .	8,534.10
E.O.G. Awards Receivable from Fed. Gov. 1983-84. . . . .	32,679.00
Initial E.O.G. Awards Capital 1983-84. . . . .	34,195.35
Initial E.O.G. Awards Paid 1983-84 . . . . .	27,186.00
Renewal E.O.G. Awards Capital 1983-84. . . . .	25,519.99
Renewal E.O.G. Awards Paid 1983-84 . . . . .	36,258.00
PELL Grant Awards Receivable from Fed. Gov. 1983-84. . . . .	630,100.00
PELL Grant Awards Capital 1983-84. . . . .	622,542.42
PELL Grant Awards Paid 1983-84 . . . . .	2,074.39
Inactive Federal Grants. . . . .	<u>\$891,864.67</u>
	<u>\$891,864.67</u>

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Year Ending 6/30/84

B A L A N C E   S H E E T

ASSETS:

Cash in Bank .....	\$4,573.32
Notes Receivable .....	2,649.49
Due From Student Activity Fund .....	885.87
	<u>\$8,108.68</u>

LIABILITIES & NET WORTH:

Fund Equity .....	\$4,631.36
Net Profit .....	<u>3,477.32</u>
	<u>\$8,108.68</u>

P R O F I T   A N D   L O S S

INCOME:

Interest Income .....	\$ 311.31
Contribution Income .....	5,000.00
Bad Debts Repaid .....	<u>446.00</u>
	<u>\$5,757.31</u>

EXPENSES:

Bad Debts .....	\$2,279.99
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<u>NET PROFIT</u> .....	<u>\$3,477.32</u>
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SAUK VALLEY COLLEGE BOOKSTORE

BALANCE SHEET

June 30, 1983

ASSETS:

Cash in Bank .....	\$ 66,612.53
Petty Cash .....	500.00
Investments .....	60,000.00
Accounts Receivable - Educational Fund .....	311.04
Accounts Receivable .....	25,112.76
Merchandise Inventory 6-30-84 .....	<u>118,150.05</u>
Total Assets .....	<u>\$270,686.38</u>

LIABILITIES:

Accounts Payable - Student Activities .....	\$ 427.00
Accounts Payable .....	<u>2,109.25</u>
Total Liabilities .....	\$ 2,536.25

FUND EQUITY:

Fund Equity 7-1-83 .....	\$231,729.17
Add Net Profit .....	<u>36,420.96</u>
Total Fund Equity 6-30-84 .....	<u>\$268,150.13</u>
TOTAL LIABILITIES & FUND EQUITY .....	<u>\$270,686.38</u>

SAUK VALLEY COLLEGE BOOKSTORE

PROFIT AND LOSS STATEMENT

July 1, 1983 - June 30, 1984

REVENUE:

Textbook Sales .....	\$267,262.25
Supply Sales .....	36,197.25
Miscellaneous Sales .....	25,464.51
Paperback Sales .....	8,357.62
Used Book Sales .....	28,717.77
Sales Tax Collected .....	18,727.31
Other Income .....	<u>337.06</u>
 Total Revenue .....	\$385,063.77

COST OF SALES:

Beginning Mds. Inventory 7-1-83 ....	\$114,591.69
Textbooks Purchased .....	212,352.86
Supplies Purchased .....	23,808.26
Miscellaneous Purchases .....	23,114.67
Paperbacks Purchased .....	8,407.75
Used Books Purchased .....	21,735.50
Sales Tax Paid .....	<u>18,318.36</u>
 Merchandise available for sale .....	\$422,329.09
 Less ending inventory 6-30-84 .....	<u>118,150.05</u>
 Cost of Goods Sold .....	\$304,179.04

GROSS PROFIT .....

80,884.73

EXPENSES:

Salaries & Wages .....	\$33,081.13
Transportation .....	6,947.89
Supplies Expense .....	2,298.99
Equipment .....	-0-
Travel Expense .....	648.94
Telephone .....	330.42
Dues & Subscriptions .....	336.25
Other Expense .....	725.10
Over & Under .....	48.70
Bad Debts .....	<u>46.35</u>
 Total Expenses .....	\$ 44,463.77

NET PROFIT .....

\$ 36,420.96

SAUK VALLEY COLLEGE

RESTRICTED PURPOSES FUND

June 30, 1984 - Prior to Audit

Balance on Hand - May 31, 1984	\$136,809.15
June Receipts	53,207.33
Journal Entries	(95.00)
Void Check #1707 - Written 5/18/84	150.00
Cash Under - June 13, 1984 deposit	(10.00)
Cash Over - June 13, 1984 deposit	5.00
	TOTAL FUNDS AVAILABLE DURING JUNE
	\$190,066.48
June Disbursements	
	<u>56,983.65</u>
Balance on Hand - June 30, 1984	
	<u>\$133,082.83</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	3,115.75
Student Newspaper Income	54.50
Film Income	786.00
Cash Over & Under	(16.22)
Other Income - Student Activity Only	18.70
	TOTAL INCOME
	<u>\$ 60,015.16</u>

BUDGET      EXPENSE

Athletic Expense	\$21,000.	\$16,181.81
Cheerleader & Pom Pon Squad	850.	847.34
Speech Act. & Readers Theatre	3,700.	3,364.25
Drama Expense	2,800.	1,233.32
Music Expense	3,800.	3,934.46
Student Act. Expense/Cultural-Social	10,000.	9,534.24
Student Newspaper Expense	3,300.	1,706.99
SVC Student Senate Expense	2,000.	1,525.81
Women's Intercollegiate Expense	14,200.	17,593.27
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-
	\$64,000.	TOTAL EXPENSE
		<u>\$ 57,573.55</u>

Excess of Revenue Over Expenditures, as of  
June 30, 1984

\$ 2,441.61

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS & LIABILITIES

ASSETS	REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank	\$133,082.83	
Petty Cash	-0-	
Accts. Rec.	75,806.75	
	<u>RESTRICTED AGENCY FUND LIABILITIES</u>	
Investments	100,000.00	
	Child Care Operations	\$ 2,131.07
	Parking	3,942.04
	Recreation Room Fund	12,070.11
	Student Locker Fund	665.80
	Land Lab	8,741.24
	Community Services	4,065.58
	Photography Supplies	24.86
	Collegiate Choir	603.43
	LPN Supplies	725.74
	Planning Gt. - Title III	-0-
	LRC Contributions	864.71
	Nursing Capitation Gt.	-0-
	Indochinese Grant - FY 84	(12,590.32)
	Indochinese - Sewing	8,835.00
	1983-84 Disadvantaged Gt.	(1,149.41)
	JTPA - Title IIA	(6,702.01)
	Truck Farming	543.52
	DAVTE Disadv. & Handicapped Gt.	(5,197.79)
	Humanities Grant	90.85
	Miscellaneous Account	-0-
	Econ. Dev. Gt. - Income	52,880.84
	Econ. Dev. Gt. - Expenses	(40,658.56)
	Student Clubs	1,607.36
	Adult Learning Bk. Chges.	1,872.34
	SVC Foundation	(4.56)
	Community Theatre	48.40
	College Van	1,614.92
	Vocational Info. Program	1,283.78
	Student Serv./Speical Proj.	115,228.82
	Dixon Correctional Center	(3,506.01)
	Labor Market Orientation	(1,551.11)
	Vocational Exploration Prog.	(1,980.42)
	LMO Assessment Fees	<u>342.00</u>
		\$144,842.22
	<u>FUND EQUITY</u>	
	July 1, 1983	\$15,156.25
	Excess of Revenue Over Expenditures, as of June 30, 1984	<u>2,441.61</u>
TOTAL ASSETS	<u>\$308,889.58</u>	TOTAL LIABILITIES & NET WORTH
		<u>\$308,889.58</u>

SAUK VALLEY COLLEGE

## BUDGET REPORT

FINAL JUNE 30, 1984 (Prior to Audit)

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	153,065.92	153,065.92	134,623.21	18,442.71	153,066.00	.08	.08
DIV OF BUS CONTR SERV	10,539.80	10,539.80	10,578.55	38.75 CR	11,600.00	1,060.20	1,060.20
DIV OF BUS SUPPLIES	9,275.54	9,275.54	8,565.25	710.29	9,045.00	230.54 CR	230.54 CR
DIV OF BUS CONF & MEETINGS	1,165.25	1,165.25	1,165.25	.00	900.00	265.25 CR	265.25 CR
DIV OF BUS EQUIPMENT	1,000.00	1,000.00		1,000.00		1,000.00 CR	1,000.00 CR
FOOD SERV CONTR SERV	.00	.00		.00	100.00	100.00	100.00
FOOD SERV SUPPLIES	72.70	72.70	127.78	55.08 CR	150.00	77.30	77.30
DIV OF AGRIC SALARIES	24,092.00	24,092.00	24,092.00	.00	24,092.00	.00	.00
DIV OF AGRIC CONTR SERV	.00	.00		.00	100.00	100.00	100.00
DIV OF AGRIC SUPPLIES	916.83	916.83	758.73	158.10	1,150.00	233.17	233.17
DIV OF AGRIC CONF & MEETINGS	115.20	115.20	115.20	.00	120.00	4.80	4.80
DIV OF INDUS ED SALARIES	174,561.96	174,561.96	161,417.00	13,144.96	174,562.00	.04	.04
DIV OF INDUS ED CONTR SERV	3,434.22	3,434.22	3,245.22	189.00	3,600.00	165.78	165.78
DIV OF INDUS ED SUPPLIES	20,980.10	20,980.10	20,626.55	353.55	20,500.00	480.10 CR	480.10 CR
DIV OF INDUS ED CONF & MEETINGS	575.90	575.90	575.90	.00	700.00	124.10	124.10
DIV OF INDUS ED EQUIPMENT	979.13	979.13		979.13		979.13 CR	979.13 CR
COSMETOLOGY CONTR SERV	59,220.72	59,220.72	59,220.72	.00	56,500.00	2,720.72 CR	2,720.72 CR
COSMETOLOGY SUPPLIES	23.19	23.19	20.27	2.92	100.00	76.81	76.81
HUMAN SERV SUPPLIES	701.84	701.84	694.98	6.86	850.00	148.16	148.16
HUMAN SERV CONF & MEETINGS	31.98	31.98	31.98	.00	100.00	68.02	68.02
DIV OF SOC SCI SALARIES	121,705.88	121,705.88	106,496.53	15,209.35	121,706.00	.12	.12
DIV OF SOC SCI SUPPLIES	3,096.28	3,096.28	2,855.44	240.84	2,650.00	446.28 CR	446.28 CR
DIV OF SOC SCI CONF & MEETINGS	364.36	364.36	364.36	.00	300.00	64.30 CR	64.30 CR
E M T CONTR SERV	1,590.00	1,590.00	820.00	770.00	1,650.00	60.00	60.00
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	45,549.00	.00	45,549.00	.00	.00
DIV OF CRIM JUS CONTR SERV	.00	.00		.00	100.00	100.00	100.00
DIV OF CRIM JUS SUPPLIES	1,076.38	1,076.38	1,058.77	17.61	1,060.00	16.38 CR	16.38 CR
DIV OF CRIM JUS CONF & MEETINGS	255.23	255.23	255.23	.00	850.00	594.77	594.77
LIBRARY TECH SUPPLIES	17.71	17.71	15.11	2.60	100.00	82.29	82.29
DIV OF HUMANITIES SALARIES	225,563.96	225,563.96	202,744.96	22,819.00	225,564.00	.04	.04
DIV OF HUMAN. SUPPLIES	3,356.45	3,356.45	2,889.96	466.49	3,275.00	81.45 CR	81.45 CR
DIV OF HUMAN. CONF & MEETINGS	825.46	825.46	825.46	.00	1,100.00	274.54	274.54
ART DEPT SALARIES	23,858.00	23,858.00	18,871.75	4,966.25	23,838.00	.00	.00
ART DEPT CONTR SERV	346.50	346.50	346.50	.00	200.00	146.50 CR	146.50 CR

SAUK VALLEY COLLEGE

APPROVED BY

Jay E. Fisher

PRESIDENT

Donald A. Menzeljac

SECRETARY

DATE 7/23/84

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ART DEPT SUPPLIES	457.31	457.31	443.56	13.75	600.00	142.69	142.69
MUSIC DEPT SALARIES	47,676.00	47,676.00	37,743.50	9,932.50	47,676.00	.00	.00
MUSIC DEPT CONTR SERV	867.50	867.50	692.50	175.00	1,200.00	332.50	332.50
MUSIC SUPPLIES	1,431.45	1,431.45	1,280.48	150.97	1,450.00	185.55	185.55
MUSIC DEPT CONF & MEETINGS	75.00	75.00	75.00	.00	200.00	125.00	125.00
DIV OF MATH SCI SALARIES	175,946.00	175,946.00	160,962.49	14,983.51	175,946.00	.00	.00
DIV OF MATH SCI CONTR SERV	160.00	160.00	160.00	.00	200.00	40.00	40.00
DIV OF MATH SCI SUPPLIES	10,755.85	10,755.85	10,854.76	98.91 CR	11,150.00	394.15	394.15
DIV OF MATH SCI CONF & MEETINGS	887.58	887.58	887.58	.00	1,000.00	112.42	112.42
DIV OF MATH SCI EQUIPMENT	7,050.52	7,050.52		7,050.52		7,050.52 CR	7,050.52 CR
DIV OF MED LAB TECH SALARIES	45,569.60	45,569.60	41,040.74	4,528.86	45,683.00	113.40	113.40
MED LAB TECH CONTR SERV	2,212.66	2,212.66	2,212.66	.00	1,650.00	562.66 CR	562.66 CR
MED LAB TECH SUPPLIES	9,391.80	9,391.80	7,906.75	1,485.05	11,590.00	2198.20	2198.20
MED LAB TECH CONF & MEETINGS	385.20	385.20	385.20	.00	620.00	234.80	234.80
ADN SALARIES	108,612.08	108,612.08	101,357.39	7,254.69	110,144.06	1531.92	1531.92
ADN OFC SALARIES	10,290.56	10,290.56	9,854.93	435.63	10,455.00	164.44	164.44
ADN CONTR SERV	80.00	80.00	80.00	.00	620.00	540.00	540.00
ADN SUPPLIES	1,595.41	1,595.41	1,411.03	184.38	1,725.00	129.59	129.59
ADN CONF & MEETINGS	286.40	286.40	286.40	.00	200.00	1713.60	1713.60
LPN SALARIES	785,24.20	785,24.20	73,665.13	4,859.07	77,971.00	553.20 CR	553.20 CR
LPN CONTR SERV	80.00	80.00	80.00	.00	195.00	115.00	115.00
LPN SUPPLIES	1,186.84	1,186.84	1,101.50	85.34	1,860.00	673.16	673.16
LPN CONF & MEETINGS	419.81	419.81	419.81	.00	650.00	230.19	230.19
DIV OF RAD TECH SALARIES	25,525.68	25,525.68	24,457.98	1,067.70	25,625.00	99.32	99.32
DIV OF RAD TECH CONTR SERV	1,284.10	1,284.10	1,284.10	.00	1,587.00	302.90	302.90
DIV OF RAD TECH SUPPLIES	1,460.67	1,460.67	1,612.26	151.59 CR	20,655.00	604.33	604.33
DIV OF RAD TECH CONF & MEETINGS	1,659.03	1,659.03	1,586.63	72.40	18,200.00	160.97	160.97
DIV OF PHYS ED SALARIES	43,263.00	43,263.00	34,249.97	9,013.03	43,263.00	.00	.00
DIV OF PHYS ED CONTR SERV	1,964.34	1,964.34	1,266.85	697.49	20,000.00	35.66	35.66
DIV OF PHYS ED SUPPLIES	1,287.90	1,287.90	928.15	359.75	1,400.00	112.10	112.10
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	300.00	300.00	300.00
DIV OF NURSING ASST SUPPLIES	221.63	221.63	192.51	29.12	270.00	48.37	48.37
DIV OF NURSING ASST CONF & MEETINGS	18.40	18.40	18.40	18.40	270.00	26.60	26.60
INSTR ADMIN SECUR SALARIES	24,956.92	24,956.92	23,907.91	1,049.01	25,177.00	220.00	220.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
INSTR. ADMIN. FED. WORK STUDY	12,660.24	12,660.24	11,570.67	1,089.57	13,000.00	339.76	339.76
WORKROOM FED WORK STUDY	5,807.22	5,807.22	5,244.42	562.80	7,250.00	1,442.78	1,442.78
WORKROOM CONTR	4,191.50	4,191.50	4,191.50	.00	4,700.00	508.50	508.50
INSTR ADMIN UNALLOCATED CONTR	894.31	894.31	833.86	60.45	1,900.00	1,005.69	1,005.69
FACULTY OFC SUPPLIES	648.54	648.54	455.63	192.91	900.00	251.46	251.46
INSTITU COMMITTEES SUPPLIES	16.29	16.29	10.47	5.82	300.00	283.71	283.71
WORKROOM SUPPLIES	4,838.53	4,838.53	3,805.08	1,033.45	1,000.00	5,838.53	5,838.53
FACULTY OFFICE EQUIPMENT	79.96	79.96		79.96		79.96	79.96
PUB INFO ADMIN SALARIES	30,984.00	30,984.00	29,693.00	1,291.00	30,984.00	.00	.00
PUB INFO SECR SALARIES	1,737.15	1,737.15	1,589.15	148.00	2,000.00	262.85	262.85
PUB INFO SUPPLIES	48,011.57	48,011.57	45,571.34	2,440.23	77,600.00	24,588.43	24,588.43
PUB INFO CONF & MEETINGS	683.00	683.00	641.40	41.60	1,000.00	317.00	317.00
ASST DEAN ARTS & SOC SCI SALARY	31,491.00	31,491.00	30,178.98	1,312.02	31,491.00	.00	.00
PART TIME OVERLOAD	39,901.24	39,901.24	39,901.24	.00	40,000.00	98.76	98.76
NIGHT PREMIUMS	300.00	300.00	300.00	.00		300.00	300.00
SUMMER SALARIES	49,845.00	49,845.00	49,845.00	.00	44,200.00	5,645.00	5,645.00
SECR SALARY	11,749.00	11,749.00	11,259.42	489.58	11,749.00	.00	.00
FED WORK STUDY	6,838.88	6,838.88	6,273.57	565.31	5,800.00	1,038.88	1,038.88
SUPPLIES	682.56	682.56	650.55	32.01	800.00	117.44	117.44
CONF & MEETINGS	678.08	678.08	678.08	.00	1,000.00	321.92	321.92
ASST DEAN BUS & TECH SALARY	33,149.00	33,149.00	31,767.82	1,381.18	33,149.00	.00	.00
PART TIME OVERLOAD	109,751.69	109,751.69	109,751.69	.00	105,000.00	4,751.69	4,751.69
NIGHT PREMIUMS	1,500.00	1,500.00	1,500.00	.00		1,500.00	1,500.00
SUMMER SALARIES	38,874.25	38,874.25	38,874.25	.00		21,25.75	21,25.75
SECR SALARIES	13,573.00	13,573.00	13,007.42	565.58	13,573.00	.00	.00
FED WORK STUDY	11,316.99	11,316.99	10,985.34	331.65	11,256.00	60.99	60.99
SUPPLIES	978.14	978.14	776.43	201.71	1,000.00	21.86	21.86
CONF & MEETINGS	1,786.67	1,786.67	1,718.47	68.20	20,000.00	213.33	213.33
ASST DEAN COMM & EXTEM SERV SALARY	40,636.00	40,636.00	38,942.68	1,693.32	40,636.00	.00	.00
INSTR SALARIES	9,692.74	9,692.74	9,679.33	134.08	8,300.00	1,392.74	1,392.74
COMM SERV COORDINATORS	4,109.59	4,109.59	4,109.59	.00	4,100.00	959.00	959.00
SECR SALARY	10,287.37	10,287.37	9,772.87	514.50	11,681.00	1,393.63	1,393.63
FED WORK STUDY	3,040.90	3,040.90	2,868.38	172.52	3,655.00	614.10	614.10
CONTR SERV	2,982.50	2,982.50	2,825.00	157.50	3,000.00	17.50	17.50
SUPPLIES	3,460.08	3,460.08	3,185.50	274.58	4,000.00	539.92	539.92
CONF & MEETINGS	1,381.29	1,381.29	1,047.29	334.00	1,500.00	118.71	118.71

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ASST DEAN HEALTH & NAT SCI SALARY	17,484.22	17,484.22	17,484.22	.00	33,149.00	15,664.78	15,664.78
PART TIME OVERLOAD	59,747.65	59,747.65	59,747.65	.00	63,000.00	3,252.35	3,252.35
NIGHT PREMIUMS	800.00	800.00	700.00	100.00	800.00 CR	800.00 CR	800.00 CR
SUMMER SESSION	30,871.88	30,871.88	30,871.88	.00	30,000.00	871.88 CR	871.88 CR
FED WORK STUDY	13,318.52	13,318.52	12,962.45	356.07	13,596.00	277.48	277.48
CONTR SERV	7.00	7.00	7.00	.00	300.00	230.00	230.00
SUPPLIES	698.02	698.02	360.23	337.79	350.00	348.02 CR	348.02 CR
CONF & MEETINGS	302.64	302.64	302.64	.00	550.00	247.36	247.36
ACADEMIC SKILLS SALARIES	71,365.00	71,365.00	65,731.97	5,633.03	71,365.00	.00	.00
ACADEMIC SKILLS CONTR SERV	79.00	79.00	79.00	.00	500.00	421.00	421.00
ACADEM SKILLS SUPPLIES	1,380.72	1,380.72	1,346.86	33.86	1,500.00	119.28	119.28
ACADEM SKILLS CONF & MEETINGS	620.34	620.34	620.34	.00	700.00	79.66	79.66
ACADEM SKILLS EQUIPMENT	97.00	97.00		97.00		97.00 CR	97.00 CR
HONORS PROGRAM CONTR SERV				.00	100.00	100.00	100.00
HONORS PROG SUPPLIES	54.47	54.47	44.41	10.06	110.00	55.53	55.53
HONORS PROG CONF & MEETINGS				.00	250.00	250.00	250.00
DEAN OF INSTR SALARY	39,153.00	39,153.00	37,521.73	1,631.27	39,153.00	.00	.00
DEAN OF INSTR SECR SALARY	15,047.00	15,047.00	14,420.07	626.93	15,047.00	.00	.00
STUDENT TUTORS	1,425.42	1,425.42	1,425.42	.00	1,500.00	74.58	74.58
DEAN OF INSTR SUPPLIES	1,420.90	1,420.90	1,208.96	211.94	1,300.00	120.90 CR	120.90 CR
DEAN OF INSTR CONF & MEETINGS	979.77	979.77	979.77	.00	1,100.00	120.23	120.23
LRC PROF SALARIES	73,833.64	73,833.64	63,316.14	10,517.50	73,956.00	122.36	122.36
LRC SECR SALARIES	34,904.44	34,904.44	33,448.10	1,456.34	34,951.00	46.56	46.56
LRC FED WORK STUDY	10,412.32	10,412.32	9,758.24	654.08	13,000.00	2,587.68	2,587.68
LRC CONTR SERV	4,706.61	4,706.61	4,278.53	428.08	4,500.00	206.61 CR	206.61 CR
XEROX SUPPLIES	1,858.37 CR	1,858.37 CR	1,159.00 CR	699.37 CR	20,000.00	3,858.37	3,858.37
LIBRARY SUPPLIES	10,871.78	10,871.78	10,016.73	855.05	12,040.00	1,168.22	1,168.22
A V SUPPLIES	7,656.18	7,656.18	7,939.49	283.31 CR	7,350.00	306.18 CR	306.18 CR
LIBRARY BOOKS	30,077.67	30,077.67	25,848.77	4,228.90	30,000.00	77.67 CR	77.67 CR
LRC CONF & MEETING EXP	737.95	737.95	731.15	6.80	750.00	12.05	12.05
LRC EQUIPMENT	370.12	370.12		370.12		370.12 CR	370.12 CR
ADM & REC PROF SALARIES	24,889.00	24,889.00	28,643.73	1,245.27	29,889.00	.00	.00
ADM & REC SECR SALARIES	47,143.06	47,143.06	45,184.95	1,958.11	46,996.00	1,470.06 CR	1,470.06 CR
ADM & REC FED WORK STUDY	9,073.32	9,073.32	7,961.97	1,111.35	10,958.00	1,884.68	1,884.68
ADM & REC CONTR SERV	982.74	982.74	982.74	.00	2,600.00	1,617.26	1,617.26
ADM & REC SUPPLIES	6,304.09	6,304.09	6,092.84	211.25	6,000.00	3,040.09 CR	3,040.09 CR

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ADM & REC CONF & MEETINGS	64.00	64.00	64.00	.00	800.00	736.00	736.00
COUNSELING PROF SALARIES	59,746.28	59,746.28	57,138.37	2,607.91	59,900.00	153.72	153.72
COUNSELING SECR SALARIES	11,746.18	11,746.18	11,256.60	489.58	11,749.00	2.82	2.82
HEALTH SERV SUPPLIES	90.38	90.38	67.98	22.40	300.00	209.62	209.62
FIN AIDS PROF SALARIES	30,773.00	30,773.00	29,490.82	1,282.18	30,773.00	.00	.00
FIN AIDS SECR SALARIES	22,373.00	22,373.00	21,440.82	932.18	22,373.00	.00	.00
STUDENT SERV ADMIN SALARIES	37.015.00	37.015.00	35,472.67	1,542.33	37.015.00	.00	.00
STUDENT SERV SECR SALARIES	14,977.00	14,977.00	14,352.92	624.08	14,977.00	.00	.00
STUDENT SERV FED WORK STUDY	44,222.80	44,222.80	39,303.33	4,919.47	45,100.00	877.20	877.20
COACHING SALARIES	10,025.00	10,025.00	10,025.00	.00	11,845.00	1,820.00	1,820.00
STUDENT SERV CONTR SERV	607.73	607.73	607.73	.00	800.00	192.27	192.27
STUDENT SERV SUPPLIES	11,205.91	11,205.91	10,633.16	572.75	12,800.00	1,594.09	1,594.09
COMMENCEMENT	6,299.04	6,299.04	6,195.06	103.98	6,000.00	299.04 CR	299.04 CR
STUDENT SERV CONF & MEETINGS	2,640.35	2,640.35	2,577.95	62.40	4,650.00	2,009.65	2,009.65
STUDENT RECRUITMENT	618.50	618.50	618.50	.00	1,500.00	881.50	881.50
STUDENT SERV EQUIPMENT	1,105.24	1,105.24		1,105.24		1,105.24 CR	1,105.24 CR
PUB SERV SALARIES	8,336.50	8,336.50		8,336.50	4,600.00	3,736.50 CR	3,736.50 CR
PUB SERV CONTR SERV	4,976.00	4,976.00		4,976.00	2,800.00	2,176.00 CR	2,176.00 CR
PUB SERV SUPPLIES	5,167.09	5,167.09		5,167.09	7,500.00	2,332.91	2,332.91
SERVICE STAFF SALARIES	358,657.08	358,657.08	344,777.73	13,879.35	384,671.00	26,013.92	26,013.92
MAINT BOYS FED WORK STUDY	6,222.033	6,222.033	5,740.083	4,819.50	820.00.00	19,779.67	19,779.67
MATRONS FED WORK STUDY	20,696.88	20,696.88	19,154.71	1,542.17		20,696.88 CR	20,696.88 CR
GAS	115,395.97	115,395.97	109,496.85	5,899.12	154,600.00	3,420.43	3,420.43
TELEPHONE	31,704.05	31,704.05	29,342.87	2,361.18	30,865.00	839.05 CR	839.05 CR
PRESIDENTS SALARY	53,192.00	53,192.00	50,975.59	2,216.41	53,192.00	.00	.00
PRES SECR SALARY	17,228.00	17,228.00	16,510.09	717.91	17,228.00	.00	.00
PRES FED WORK STUDY	3,197.48	3,197.48	2,688.29	509.19	3,484.00	286.52	286.52
PRES OFC CONTR SERV				.00	1,000.00	1,000.00	1,000.00
PRES OFC SUPPLIES	1,822.50	1,822.50	1,628.92	193.58	3,250.00	1,427.50	1,427.50
PRES OFC CONF & MEETINGS	1,954.39	1,954.39	1,815.92	138.47	3,000.00	1,045.61	1,045.61
SPECIAL AFFAIRS	1,582.19	1,582.19	1,562.19	20.00	3,500.00	1,917.81	1,917.81
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	4,3620.00	4,3620.00	4,1802.50	1,817.50	4,3620.00	.00	.00
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	67,053.75	67,053.75	64,263.53	2,790.22	66,968.00	85.75 CR	85.75 CR

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BUS OFC FED WORK STUDY	1,144.00	1,144.00	1,144.00	.00		1,144.00 CR	1,144.00 CR
BUS OFC CNTR SERV	5,023.47	5,023.47	5,023.47	.00	5,050.00	26.53	26.53
BUS OFC SUPPLIES	7,159.54	7,159.54	1,253.29	6,412.83	8,000.00	840.46	840.46
BUS OFC CONF & MEETINGS	2,388.53	2,388.53	2,349.09	39.44	3,000.00	611.47	611.47
BUS OFC EQUIPMENT	480.00	480.00		480.00		480.00 CR	480.00 CR
LEGAL CONTR	9,156.72	9,156.72	7,870.62	1,286.10	8,000.00	1,156.72 CR	1,156.72 CR
BOARD OTHER EXP	803.20	803.20	672.75	130.45	2,500.00	1,696.80	1,696.80
BOARD CONF & MEETINGS	2,537.19	2,537.19	1,654.05	883.14	3,500.00	962.81	962.81
INSTITU SECR SALARIES	11,928.00	11,928.00	11,431.00	497.00	11,928.00	.00	.00
SWITCHBOARD FED WORK STUDY	3,547.24	3,547.24	3,242.74	304.50	3,685.00	137.76	137.76
CONTINGENCY FED WORK STUDY	3,442.85	3,442.85	3,442.85	.00	4,448.00	1,005.15	1,005.15
GROUP MED & LIFE INS	245,314.81	245,314.81	246,838.07	1,523.26 CR	258,400.00	13,085.19	13,085.19
TUITION REIMBURSEMENT	2,916.89	2,916.89	2,762.42	154.47	6,500.00	3,583.11	3,583.11
RELOCATION EXPENSES	500.00	500.00	500.00	.00		500.00 CR	500.00 CR
IN SERVICE TRAINING	1,696.69	1,696.69	1,696.29	.40	5,000.00	3,303.31	3,303.31
UNALLOCATED CONTR INSTITU	1,563.53	1,563.53	1,480.33	83.20	2,400.00	836.47	836.47
FACULTY ASSN SUPPLIES	85.51	85.51	76.41	9.10	200.00	114.49	114.49
POSTAGE	32,640.29	32,640.29	32,816.62	176.33 CR	40,000.00	7,359.71	7,359.71
PUBLICATION & DUES	5,573.16	5,573.16	5,573.16	.00	6,310.00	736.84	736.84
ADVERTISING	330.05	330.05	308.15	21.90	600.00	269.95	269.95
RECRUITMENT	5,244.52	5,244.52	3,036.26	2,208.26	2,500.00	2,744.52 CR	2,744.52 CR
EQUIPMENT	.00		5,801.97	5,801.97 CR	152,096.00	152,096.00	152,096.00
VOC ED EQUIPMENT	94,100.10	94,100.10	94,100.10	.00		94,100.10 CR	94,100.10 CR
GENERAL INSURANCE	16,934.80	16,934.80	16,934.80	.00	16,000.00	934.80 CR	934.80 CR
TUITION CHARGE BACK	24,897.07	24,897.07	24,897.07	.00	25,000.00	1,029.3	1,029.3
INSTITU RES SUPPLIES	460.84	460.84	425.11	35.73	500.00	39.16	39.16
DATA PROC PROF SALARIES	5,696.20	5,696.20	5,458.84	2,373.57	5,696.20	.00	.00
DATA PROC SECR 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	5,686.61	5,686.61	4,686.64	999.97	6,365.00	678.39	678.39
DATA PROC CONTR SERV	23,488.75	23,488.75	23,488.75	.00	34,750.00	11,261.25	11,261.25
DATA PROC SUPPLIES	5,727.85	5,727.85	5,570.03	157.82	8,600.00	287.215	287.215
DATA PROC CONF & MEETINGS	295.86	295.86	258.30	37.50	1,500.00	1,204.20	1,204.20
DATA PROC EQUIP RENTAL	90,954.93	90,954.93	90,582.83	372.10	95,750.00	4,795.07	4,795.07
PLANNING & DEVEL PROF SALARIES	30,443.00	30,443.00	29,174.57	1,268.43	30,443.00	.00	.00
PL & DEVEL SECR SALARIES	10,561.13	10,561.13	10,102.13	459.00	11,016.00	454.87	454.87
PL & DEVEL CONTR SERV	300.00	300.00	300.00	.00	300.00	.00	.00
PL & DEVEL SUPPLIES	1,182.58	1,182.58	1,132.08	50.50	1,155.00	27.58 CR	27.58 CR

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PL & DEVEL CONF & MEETINGS	1,453.52	1,453.52	1,439.92	13.60	2,250.00	796.48	796.48
AFFIRM ACTION CONTR SERV	.00	.00	.00	.00	300.00	300.00	300.00
AFFIRM ACTION SUPPLIES	.00	.00	.00	.00	100.00	100.00	100.00
AFFIRM ACTION CONF & MEETINGS	.00	.00	.00	.00	300.00	300.00	300.00
CONTINGENCIES	.00	.00	276,667.00	276,667.00	276,667.00	276,667.00	276,667.00
	4,425,644.39	4,425,644.39	4,156,450.40	269,193.99	4,940,585.00	514,940.61	514,940.61

BUILDING FUND

MAINT & BLDG SUPPLIES	44,839.54	44,839.54	42,847.29	1,992.25	58,000.00	13,160.46	13,160.46
MAINT CONF & MEETINGS	1,583.90	1,583.90	1,581.10	2.80	3,000.00	1,416.10	1,416.10
SERVICE EQUIPMENT	4,096.27	4,096.27		4,096.27	17,650.00	13,553.73	13,553.73
MAINT CONTR SERV	32,831.39	32,831.39	32,156.09	675.30	42,500.00	9,668.61	9,668.61
ELECTRICITY	200,004.39	200,004.39	184,092.21	15,912.18	236,400.00	36,395.61	36,395.61
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
	283,555.49	283,555.49	260,876.69	22,678.80	383,550.00	99,994.51	99,994.51

SITE AND CONSTRUCTION FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
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	27.715.13	.00		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 T	35.025.03 T	35.025.03 T	.00 T	295.000.00 T	254.974.97 T	254.974.97 T
<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	23.125.00	.00	23.125.00	.00	.00
OTHER CHARGES	160.00	160.00	160.00	.00	500.00	340.00	340.00
	273.285.60 T	273.285.00 T	273.285.00 T	.00 T	273.625.00 T	340.00 T	340.00 T
<u>BOND AND INTEREST #4</u>							
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 CHARGES	.00			.00	500.00	500.00	500.00
	264.062.50 T	264.062.50 T	264.062.50 T	.00 T	278.625.00 T	14.562.50 T	14.562.50 T
<u>WORKING CASH FUND</u>							
MISC EXPENSES		.00		.00	1.000.00	1.000.00	1.000.00
	.00 T	.00 T	.00 T	.00 T	1.000.00 T	1.000.00 T	1.000.00 T

INSURANCE FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKMENS COMP	11,951.53	11,951.53	11,959.33	7.80 CR	20,000.00	8,048.47	8,048.47
TORT LIABILITY	12,272.20	12,272.20	12,272.20	.00	13,000.00	7,278.00	7,278.00
AUDIT COSTS	8,500.00	8,500.00	8,500.00	.00	14,000.00	5,500.00	5,500.00
UNEMPLOYMENT COMP	16,325.91	16,325.91	16,345.89	19.98 CR	20,000.00	3,674.09	3,674.09
	49,049.64 T	49,049.64 T	49,077.42 T	27.78 CR	67,000.00 T	17,950.36 T	17,950.36 T

REVENUE REPORT

Educational Fund Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1982 TAXES	469,226.56	469,226.56	469,226.56	.00	471,475.00	2,248.44	2,248.44
1983 TAXES	456,789.00	456,789.00	88,282.38	368,506.62	471,475.00	14,686.00	14,686.00
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	12,334.30	12,334.30	8,459.26	3,875.04	12,000.00	334.30 CR	334.30 CR
STATE APPORTIONMENT	1,282,721.00	1,282,721.00	1,282,721.00	.00	1,282,721.00	.00	.00
VOC ED REG REIMB	84,171.98	84,171.98	40,780.98	43,391.00	146,682.00	625,10.02	625,10.02
VOC ED EQUIP REIMB	4,705.00	4,705.00		4,705.00	94,000.00	46,950.00	46,950.00
STATE WORK STUDY		.00		.00	1,00	1,00	1,00
FEDERAL WORK STUDY	173,825.28	173,825.28	153,065.46	20,759.82	170,658.00	3,167.28 CR	3,167.28 CR
OTHER FED SOURCES	6,088.00	6,088.00	2,313.00	3,775.00	20,000.00	4,088.00 CR	4,088.00 CR
SUMMER TUITION	154,200.58	154,200.58	154,200.58	.00	172,000.00	17,799.42	17,799.42
FALL TUITION	56,405.81	56,405.81	56,405.81	.00	60,750.00	4,344.18 CR	4,344.18 CR
SPRING TUITION	53,750.07	53,750.07	53,750.07	.00	60,000.00	6,249.92 CR	6,249.92 CR
GRADUATION FEES	1,257.50	1,257.50	1,132.50	125.00	1,000.00	257.50 CR	257.50 CR
TRANSCRIPT FEES	1,084.00	1,084.00	863.00	221.00	1,100.00	16.00	16.00
PUB SERV INCOME	18,479.59	18,479.59		18,479.59	14,900.00	3,579.59 CR	3,579.59 CR
INTEREST ON INVESTMENTS	140,332.07	140,332.07	91,712.11	48,619.96	10,000.00	130,332.07 CR	130,332.07 CR
OTHER REVENUE	14,404.67	14,404.67	12,931.58	1,473.09	3,000.00	11,404.67 CR	11,404.67 CR

4,045,259.85 T 4,045,259.85 T 3,488,983.73 T 556,276.12 T 4,138,216.00 T 92,956.15 T 92,956.15 T

BUILDING FUND

Account	Total Receipts	To Date	Prev. Mo.	This Mo.	Budget	Unexpended	Unencumbered
1982 TAXES	117.310.71	117.310.71	117.310.71	.00	117,868.00	557.29	557.29
1983 TAXES	114.197.00	114.197.00	22,069.90	921.271.0	117,868.00	3,671.00	3,671.00
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	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	2,351.80	2,351.80	2,150.80	201.00	1,200.00	1,151.80 CR	1,151.80 CR
	334,293.65 T	334,293.65 T	246,965.55 T	92,328.10 T	256,462.00 T	82,831.65 CR	82,831.65 CR

SITE AND CONSTRUCTION FUND

CONTRIBUTIONS & GRANTS	.00		.00	35.000.00	35.000.00	35.000.00
INTEREST ON INVESTMENTS	96,930.04	96,930.04	90,082.57	6,847.47	75.000.00	21,930.04 CR
	96,930.04 T	96,930.04 T	90,082.57 T	6,847.47 T	110,000.00 T	13,069.96 T

BOND AND INTEREST #1

1982 TAXES	120,822.46	120,822.46	120,822.46		121,405.00	582.54	582.54
1983 TAXES	116,481.00	116,481.00	225,123.0	93,968.70	121,405.00	4,924.00	4,924.00
BACK TAXES	238.71	238.71	238.71	.00		238.71 CR	238.71 CR
IN LIEU OF TAXES	365.43	365.43	365.43	.00		365.43 CR	365.43 CR
PERS PROP TAX REPL	34,605.00	34,605.00	34,605.00	.00	34,605.00	.00	.00
INTEREST ON INVESTMENTS	4,602.402	4,602.402	26,946.49	1,407.753	15,000.00	31,024.02 CR	31,024.02 CR
	318,536.62 T	318,536.62 T	205,490.39 T	113,046.23 T	29,2415.00 T	26,121.62 CR	26,121.62 CR

BOND AND INTEREST #4

Account	Total Receipts	To Date	Prev. Mo.	This Mo.	Budget	Unexpended	Unencumbered
		To Date	To Date				
1982 TAXES	140,378.47	140,378.47	140,378.47	.00	141,049.00	670.53	670.53
BACK TAXES	277.34	277.34	277.34	.00		277.34 CR	277.34 CR
IN LIEU OF TAXES	424.58	424.58	424.58	.00		424.58 CR	424.58 CR
INTEREST ON INVESTMENTS	9,858.11	9,858.11	9,677.02	181.09	500.00	9,358.11 CR	9,358.11 CR
	150,938.50 T	150,938.50 T	150,757.41 T	181.09 T	141,549.00 T	9,389.50 CR	9,389.50 CR

WORKING CASH FUND

INTEREST ON INVESTMENTS	.00	.00	100.000.00	100.000.00	100.000.00	
	.00 T	.00 T	.00 T	100.000.00 T	100.000.00 T	100.000.00 T

INSURANCE FUND

1982 TAXES	36,811.37	36,811.37	36,811.37	.00	36,932.00	120.63	120.63
1983 TAXES	34,640.00	34,640.00	6,694.65	27,945.35	36,932.00	2,292.00	2,292.00
BACK TAXES	21.46	21.46	21.46	.00		21.46 CR	21.46 CR
IN LIEU OF TAXES	111.18	111.18	111.18	.00		111.18 CR	111.18 CR
INTEREST ON INVESTMENTS	5,899.80	5,899.80	5,481.17	418.63		5,899.80 CR	5,899.80 CR
	77,483.81 T	77,483.81 T	49,119.83 T	28,363.98 T	73,864.00 T	3,619.81 CR	3,619.81 CR

SAUK VALLEY COLLEGE

APPROVED BY

Kay E. Fisher

PRESIDENT

Shawna W. Mandiger

SECRETARY

DATE 7/23/84