



SAUK VALLEY COLLEGE

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

Office of the Secretary
to the Board of Trustees

May 15, 1985

PUBLIC NOTICE

OF

MEETING

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

Who: Sauk Valley College Board of Trustees

When: May 20, 1985 ✓ (Meeting of May 27, 1985 is cancelled due to the holiday)

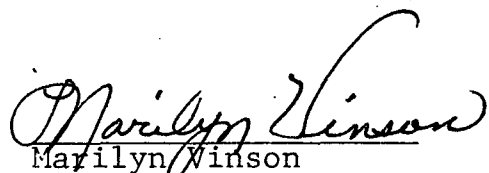
Time: 6:00 p.m. Budget Workshop
7:30 p.m. Regular Board Meeting

Where: Room 2K2 - Second Floor

Type: Open

Purpose: Above

Agenda: TBA


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

SAUK VALLEY COLLEGE BOARD OF TRUSTEES SPECIAL MEETING

May 20, 1985

The Board of Trustees of Sauk Valley College met in special meeting at 6:00 p.m. on May 20, 1985 in Room 2K2 of Sauk Valley College, Rural Route #5, Dixon, Illinois.

Call to Order: Chair Fisher called the meeting to order at 6:15 p.m. and the following members answered roll call:

Richard Groharing Oscar Koenig
William Simpson David Mandrgoc
Kay Fisher

Absent: Edward Andersen Robert Wolf
Russ Paulsen

Budget: Chair Fisher noted that this special meeting was for the preliminary review of the budget before it progresses into its final stages of development. The Board then studied the attached draft of the preliminary budget. Dr. Garner pointed out the highlights of special features and changes.

Discussion was held on the following:

1. Staffing
2. Equipment
3. Staff Development
4. Programs and Projects
5. Capital Projects

Adjournment: It was moved by Member Groharing and seconded by Member Simpson that the Board Workshop be adjourned. Motion voted and carried.

The workshop adjourned at 7:25 p.m.

Respectfully submitted:



David W. Mandrgoc, Secretary

SPECIAL
BUDGET WORKSHOP

May 20, 1985

6:00 p.m.

6:00 p.m. Sandwiches

6:15 p.m. Budget Workshop

This is our annual preliminary review of the budget as it comes into its final stages of development.

The tentative budget is scheduled for Board approval on June 24th with final adoption in August or September.

This workshop will include:

1. Draft of Preliminary Budget
 (copy enclosed)
2. Highlights of assumptions, changes,
 and special features.
3. Specific focus will be made on:
 - a) Staffing
 - b) Equipment
 - c) Staff Development
 - d) Programs and Projects
4. Separate reports and recommendations
 on capital projects.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 5/8/85

ORANDUM

Dr. Garner, John Sagmoe, Don Foster

Robert Edison



Attached herewith are the budget requests and summaries of revenue, salary items and non-salary items as projected for the 1985-86 fiscal year. This should be reviewed by the responsible parties for accuracy and represents the first tentative budget for FY 86.

ESTIMATED BUDGET - 1985-86

Revenue - "A"		\$5,267,824
Expenditures - Salaries - "B"	\$3,185,395	
Non-Salary - "C"	<u>1,829,285</u>	<u>5,014,680</u>
Revenues over Expenditures		<u>\$ 253,144</u>

Foregoing budget figures contain \$216,249 for equipment; \$100,000 for contingencies; no provision for salary increases.

n

"A"

SUMMARY OF FISCAL YEAR 1986 ESTIMATED REVENUES

College SAUK VALLEY COLLEGE Dist. No. 506 Year Ended 1986

	Education Fund	Operations, Building & Maintenance Fund	Total Operating Fund
<u>OPERATING REVENUES BY SOURCE</u>			
<u>Local Government</u> 24½¢ 3¢			
1/2 of 1984 taxes (726,547,351)	890,020	108,982	999,002
1/2 of 1985 taxes (726,547,351)	890,020	108,982	999,002
Chargeback Revenue			
Non-College Territory and			
Other Community College	8,000		8,000
TOTAL LOCAL GOVERNMENT	1,788,040	217,964	2,006,004
<u>State Government</u>			
ICCB Credit Hour Grants	1,489,804		1,489,804
ICCB Equalization Grants	49,857		49,857
State Board of Education-			
Voc. Educ. Regular	64,000		64,000
State Board of Education-			
Voc. Educ. Equipment	50,000		50,000
Corporate Personal Property			
Replacement Taxes	101,000	26,000	127,000
State Work Study	1		1
TOTAL STATE GOVERNMENT	1,754,662	26,000	1,780,662
<u>Federal Government</u>			
Federal Work Study	170,658		170,658
Other Federal	3,000		3,000
TOTAL FEDERAL GOVERNMENT	173,658		173,658
<u>Student Tuition and Fees</u> 76,000			
Tuition 140,700/511,200/500,000/	1,151,900		1,177,900
Fees	34,600		34,600
Public Service Income	14,900		14,900
TOTAL TUITION AND FEES	1,201,400		1,227,400
<u>Other Sources</u>			
Investment Income	50,000	100	50,100
Other Revenue	36,000	2,000	38,000
TOTAL OTHER SOURCES	86,000	2,100	88,100
TOTAL 1986 BUDGETED REVENUE	\$5,003,760	\$ 246,064	\$5,275,824
* Less Non-Operating Items:			
Tuition Chargeback	8,000		8,000
ADJUSTED REVENUE	\$4,995,760	\$ 246,064	\$5,267,824

* Inter-college revenues that do not generate related local college credit hours are subtracted to allow for statewide comparisons.

"B"

SALARIES & WAGES

1984-85 Salaries & Wages		\$3,220,984
Delete: Nursing position		(20,000)
Byar position		(28,222)
DeFrancesco position		<u>(16,814)</u>
		\$3,155,948
Add: Foster - PT & Overload	\$21,755	
- SS Reduction	<u>6,308</u>	15,447
Clevenger - Data Processing		<u>14,000</u>
Revised Salary Estimate		<u><u>\$3,185,395</u></u>

SALARIES & WAGES - 1984-85

<u>No. of Positions</u>	<u>Dollars</u>
58 Faculty	\$ 1,412,047
1 Para-Professional	11,066
25 Clerical	333,488
15 Administrators	507,208
23 Building Maintenance	331,325
Part-time/Overload	179,845*
Student Tutors	2,000
Summer Session Salaries	111,808**
Community Educ. Co-ordinators	4,000
Community Educ. Salaries	100,000
Public Service Salaries	4,600
Federal and State Work Study	223,597***
TOTAL - 1984-85	<u>\$ 3,220,984</u>

*Part-time/Overload

Seguin	36,350
Wagner	96,300
Hain	47,195
	<u>179,845</u>

**Summer Session

Seguin	43,000
Wagner	54,200
Hain	14,608
	<u>111,808</u>

***Work Study

Business	6,700
Industrial	5,479
Math-Science	6,300
Faculty Ofc.	13,000
Workroom	7,250
Seguin	1,340
Holtam	2,512
Hain	5,360
Academic Skills	6,807
L.R.C.	12,809
Adm. & Records	10,958
Student Services	45,100
Maintenance	82,000
President	3,484
Switchboard	3,685
Data Processing	6,365
Contingency	4,448
	<u>223,597</u>

C

	<u>1984-85</u> <u>Budget</u>	<u>1985-86</u> <u>Budget</u>	<u>Difference</u>
<u>Division of Business Education</u>			
Contractual Services	11,045	11,045	-0-
General Materials & Supplies	8,575	8,475	(100)
Conf. & Meeting Expense	-0-	1,200	1,200
<u>Food Services</u>			
Contractual Services	200	200	-0-
General Materials & Supplies	425	425	-0-
Conf. & Meeting Expense	125	125	-0-
<u>Division of Agriculture</u>			
Contractual Services	-0-	-0-	-0-
General Materials & Supplies	400	400	-0-
Conf. & Meeting Expense	-0-	-0-	-0-
<u>Division of Industrial Education</u>			
Contractual Services	7,950	6,800	(1,150)
General Materials & Supplies	14,190	15,390	1,200
Conf. & Meeting Expense	-0-	2,400	2,400
<u>Cosmetology</u>			
Contractual Services	54,000	54,000	-0-
General Materials & Supplies	100	100	-0-
Conf. & Meeting Expense	175	175	-0-
<u>Human Services</u>			
Contractual Services	-0-	100	100
General Materials & Supplies	850	1,000	150
Conf. & Meeting Expense	150	200	50
<u>Division of Social Science</u>			
Contractual Services	-0-	-0-	-0-
General Materials & Supplies	3,050	4,000	950
Conf. & Meeting Expense	-0-	1,200	1,200
<u>Division of Criminal Justice</u>			
Contractual Services	600	500	(100)
General Materials & Supplies	1,690	1,941	251
Conf. & Meeting Expense	525	475	(50)
<u>Library Technology</u>			
General Materials & Supplies	100	100	-0-
<u>E.M.T.</u>			
Contractual Services	1,650	1,650	-0-
General Materials & Supplies	200	100	(100)
Conf. & Meeting Expense	100	150	50

	<u>1984-85</u> <u>Budget</u>	<u>1985-86</u> <u>Budget</u>	<u>Difference</u>
<u>Division of Humanities</u>			
Contractual Services	350	-0-	(350)
General Materials & Supplies	3,825	3,500	(325)
Conf. & Meeting Expense	-0-	2,500	2,500
<u>Division of Art</u>			
Contractual Services	-0-	400	400
General Materials & Supplies	600	600	-0-
Conf. & Meeting Expense	-0-	200	200
<u>Division of Music</u>			
Contractual Services	1,200	1,200	-0-
General Materials & Expense	1,450	1,450	-0-
Conf. & Meeting Expense	100	500	400
<u>Division of Math-Science</u>			
Contractual Services	1,000	900	(100)
General Materials & Supplies	10,850	11,640	790
Conf. & Meeting Expense	-0-	1,400	1,400
<u>Med. Lab. Technology</u>			
Contractual Services	1,500	1,998	498
General Materials & Supplies	12,390	12,235	(155)
Conf. & Meeting Expense	820	1,380	560
<u>A.D.N.</u>			
Contractual Services	404	705	301
General Materials & Supplies	4,005	3,418	(587)
Conf. & Meeting Expense	800	1,550	750
<u>L.P.N.</u>			
Contractual Services	250	325	75
General Materials & Supplies	3,175	3,025	(150)
Conf. & Meeting Expense	450	700	250
<u>Radiologic Technology</u>			
Contractual Services	3,012	3,277	265
General Materials & Supplies	2,615	2,840	225
Conf. & Meeting Expense	1,620	2,500	880
<u>Division of Physical Education</u>			
Contractual Services	1,500	-0-	(1,500)
General Materials & Supplies	800	2,300	1,500
Conf. & Meeting Expense	300	600	300

	<u>1984-85</u> <u>Budget</u>	<u>1985-86</u> <u>Budget</u>	<u>Difference</u>
<u>Nursing Assistant</u>			
Contractual Services	200	-0-	(200)
General Materials & Supplies	350	650	300
Conf. & Meeting Expense	100	100	-0-
<u>Information Office & Reproduction Room</u>			
Contractual Services (WORKROOM)	5,300	6,000	700
Contractual UNALLOCATED	1,800	1,800	-0-
General Supplies (WORKROOM)	1,000	1,000	-0-
General Supplies (FACULTY OFC.)	900	900	-0-
General Supplies (INSTITUTIONAL COM.)	300	300	-0-
<u>Public Information</u>			
General Materials & Advertising	73,300	82,100	8,800
Conf. & Meeting Expense	1,000	1,100	100
<u>Assistant Dean of Arts & Social Sciences</u>			
General Materials & Supplies	900	900	-0-
Conf. & Meeting Expense	1,550	1,900	350
<u>Assistant Dean of Business & Technology</u>			
General Materials & Supplies	1,000	1,000	-0-
Conf. & Meeting Expense	1,900	1,900	-0-
<u>Assistant Dean of Community & Ext. Services</u>			
Contractual Services	4,000	6,000	2,000
General Materials & Supplies	3,000	4,000	1,000
Conf. & Meeting Expense	2,000	2,500	500
<u>Director of Nursing Education</u>			
Contractual Services	200	200	-0-
General Materials & Supplies	800	800	-0-
Conf. & Meeting Expense	1,300	1,300	-0-
<u>Dean of Instruction</u>			
Contractual Services	-0-	-0-	-0-
General Materials & Supplies	2,000	2,000	-0-
Conf. & Meeting Expense	1,000	1,500	500
<u>Academic Skills Center</u>			
Contractual Services	500	500	-0-
General Materials & Supplies	2,000	2,000	-0-
Conf. & Meeting Expense	-0-	500	500

	<u>1984-85</u> <u>Budget</u>	<u>1985-86</u> <u>Budget</u>	<u>Difference</u>
<u>Business Office</u>			
Contractual Services	5,500	6,400	900
General Materials & Supplies	7,500	7,500	-0-
Conf. & Meeting Expense	2,550	2,700	150
<u>Board of Trustees</u>			
Contractual Services	10,000	10,000	-0-
General Materials & Supplies	2,000	2,000	-0-
Conf. & Meeting Expense	3,000	3,000	-0-
<u>Institutional Expense</u>			
Group Medical & Life Ins.	250,200	250,200	-0-
UNALLOCATED Contractual	2,400	2,400	-0-
Faculty Association Supplies	200	200	-0-
Postage	40,000	42,000	2,000
Publications/Dues	11,000	6,750	(4,250)
Recruitment	2,500	2,500	-0-
Advertising	500	600	100
In-Service Training	2,500	7,500	5,000
Tuition Reimbursement	5,500	5,000	(500)
Curriculum Development	-0-	5,000	5,000
<u>Fixed Charges</u>			
General Insurance	17,500	18,500	1,000
<u>Capital Outlay</u>			
Equipment (Inc. State)	170,166	204,249	34,083
<u>Tuition Charge-Back</u>	25,000	25,000	-0-
<u>Institutional Research</u>			
Contractual Services	-0-	500	500
General Materials & Supplies	1,300	500	(800)
<u>Data Processing Center</u>			
Contractual Services	32,100	134,832	102,732
General Materials & Supplies	8,100	11,600	3,500
Conf. & Meeting Expense	1,500	7,000	5,500
Rental of Computer Equipment	117,250	-0-	(117,250)
<u>Planning & Development</u>			
Contractual Services	300	300	-0-
General Materials & Supplies	1,000	1,250	250
Conf. & Meeting Expense	850	1,550	700

	<u>1984-85</u> <u>Budget</u>	<u>1985-86</u> <u>Budget</u>	<u>Difference</u>
<u>Honors Program</u>			
Contractual Services	-0-	100	100
General Materials & Supplies	-0-	200	200
Conf. & Meeting Expense	-0-	400	400
<u>Academic Support (L.R.C.)</u>			
Contractual Services	4,500	10,000	5,500
Library Supplies	12,040	13,040	1,000
Audio Visual Supplies	7,350	7,850	500
Xerox Supplies	2,000	2,000	-0-
Library Books	25,000	35,000	10,000
Conf. & Meeting Expense	726	1,200	474
<u>Admissions & Records</u>			
Contractual Services	2,225	2,400	175
General Materials & Supplies	6,800	7,600	800
Conf. & Meeting Expense	750	900	150
<u>Student Services and Aids</u>			
Contractual Services	800	800	-0-
General Materials & Supplies	12,800	12,800	-0-
Conf. & Meeting Expense	4,620	4,620	-0-
Student Recruitment	1,500	1,500	-0-
Commencement	6,000	6,000	-0-
Health Services Supplies	300	300	-0-
<u>Public Services</u>			
Contractual Services	2,800	4,500	1,700
General Materials & Supplies	7,500	5,800	(1,700)
<u>Operation & Maintenance of Plant</u>			
Contractual Services	42,500	43,200	700
Contractual Services - Tennis Courts	-0-	9,000	9,000
General Materials & Supplies	58,000	54,000	(4,000)
Conf. & Meeting Expense	2,550	2,500	(50)
Equipment	17,756	12,000	(5,756)
Gas	147,500	138,200	(9,300)
Electricity	234,600	242,300	7,700
Telephone	31,000	37,000	6,000
Rental	1,000	1,000	-0-
Contingency	25,000	25,000	-0-
<u>President's Office</u>			
Contractual Services	1,000	1,000	-0-
General Materials & Supplies	2,500	2,500	-0-
Conf. & Meeting Expense	2,500	2,500	-0-
Special Affairs	2,500	7,500	5,000
Other Conf. & Meeting Expense	5,000	5,600	600

	<u>1984-85</u> <u>Budget</u>	<u>1985-86</u> <u>Budget</u>	<u>Difference</u>
<u>Affirmative Action</u>			
Contractual Services	300	300	-0-
General Materials & Supplies	100	100	-0-
Conf. & Meeting Expense	300	300	-0-
<u>Provision for Contingencies</u>	53,120	75,000	21,880
	<u>\$1,710,869</u>	<u>\$1,829,285</u>	<u>\$118,416</u>

EQUIPMENT REQUESTS

1985-86

Business Division	\$ 44,200
Food Services	1,700
Industrial Education	47,000
Social Science	1,035
E.M.T.	875
Humanities	174
Math-Science	10,791
Med. Lab.	10,400
A.D.N.	724
L.P.N.	415
Rad. Tech.	400
Academic Skills Center	850
Academic Support (L.R.C.)	20,229
Admissions & Records	4,300
Financial Aids	2,485
Planning & Development	4,550
Business Office	950
President's Office	1,000
Information Office & Reproduction Room	3,210
Data Processing	<u>48,961</u>
	\$204,249
Building & Grounds	<u>12,000</u>
	<u>\$216,249</u>

TALLY

	<u>1984-85</u> <u>Budget</u>	<u>1985-86</u> <u>Budget</u>	<u>Difference</u>
Contractual Services	\$ 201,086	\$ 323,332	\$122,246
Materials & Supplies	373,330	394,679	21,349
Travel	38,361	65,325	26,964
Equipment	187,922	216,249	28,327
Contingency	78,120	100,000	21,880
Other	<u>832,050</u>	<u>729,700</u>	<u>(102,350)</u>
Totals	<u>\$1,710,869</u>	<u>\$1,829,285</u>	<u>\$118,416</u>

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
2K2 Faculty Dining Room Second Floor
May 20, 1985 7:30 p.m.

- A. Call to Order
- B. Roll Call
- C. Communications from Visitors
(written or in person)
- D. Approval of Minutes
- E. Financial Reports and Actions:
 - 1. Treasurer's Report
 - 2. Current Disbursements
 - 3. Current Payroll Journal
 - 4. Approval of Printing Bids
 - 5. Tax Abatement Request
 - 6. Other
- F. Personnel Recommendations:
 - 1. Professional Contractual Re-appointments
 - 2. Approval of Para-professional Staff
position
 - 3. Approval of Professional Staff Position
 - 4. Approval of Professional Staff Appoint-
ment
 - 5. Other
- G. Other Actions:
 - 1. Policy Review
 - 2.
 - 3.
- H. Reports:
 - 1. Student Trustee
 - 2. ICCTA Representative
 - 3. Foundation Liaison (Acceptance of
plaque)
 - 4. Board Chair
 - 5. Incubator Board Representative
- I. President's Report:
 - 1. Report on North Central Re-accreditation
visit
 - 2. Academic/Administrative Calendar FY86
 - 3. Task Force on General Education Require-
ments
 - 4. Distinguished Service Awards
- J. Time of Next Meeting(s)
- K. Executive Session

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

May 20, 1985

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on May 20, 1985 in Room 2K2 of Sauk Valley College, Rural Route #5, Dixon, Illinois.

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

Richard Groharing	Oscar Koenig
David Mandrgoc	William Simpson
Robert Wolf	Kay Fisher

Absent: Edward Andersen Russ Paulsen

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

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

Disbursements: It was moved by Member Groharing and seconded by Member Koenig that the Board approve the disbursements in the following amounts:

Educational Fund	\$328,429.51
Building Fund	21,398.96
Site & Construction	
Bond and Interest	14,655.00
Insurance	

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

Payroll: It was moved by Member Koenig and seconded by Member Groharing that the Board approve the following payrolls:

<u>Date</u>	<u>Amounts</u>
April 30	\$139,964.78
May 15	141,841.97

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

Pathfinder
Bids:

It was moved by Member Simpson and seconded by Member Mandrgoc that the Board approve the low bid of the Dixon Evening Telegraph for printing five 24-page newsprint Pathfinder booklets at a price not to exceed \$18,200.75. In a roll call vote, all voted aye. Motion voted and carried.

Tax
Abatement:

It was moved by Member Groharing and seconded by Member Mandrgoc that the Board approve the tax abatement request from the City Council of Rock Falls. In a roll call vote, all voted aye. Motion carried.

Executive
Session:

It was moved by Member Groharing and seconded by Member Koenig that the Board adjourn to executive session to discuss the appointment, employment or dismissal of an employee. Motion voted and carried. (7:40 p.m.)

Regular
Session:

At 7:55 p.m. the Board returned to regular session.

Dixon
Correctional
Center
Personnel:

It was moved by Member Mandrgoc and seconded by Member Koenig that the Board approve the following re-appointments at the Dixon Correctional Center:

Dennis Day	Instructor Bus. Info. Systems
Joe Rush	Instructor Small Engine Tech.
Jim [unclear]	Director of the Sauk Valley
Feverston	Educational Program at Dixon Correctional Center

Motion voted and carried.

Data Center
Position:

It was moved by Member Mandrgoc and seconded by Member Groharing that the Board approve a para-professional position as a programmer in the Data Center. In a roll call vote, all voted aye. Motion carried.

Business and
Industry
Position:

It was moved by Member Mandrgoc and seconded by Member Groharing that the Board expand the position of Coordinator of Business and Industry Programs to full-time for the 1985-86 year. In a roll call vote, all voted aye. Motion carried.

Contractual
Position:

It was moved by Member Koenig and seconded by Member Mandrgoc that the Board approve the appointment of Sue Dixon as the Coordinator of Training for Business and Industry for the 1985-86 year. This position contingent upon the continued funding of the Illinois Community College Board Grant for Business and Economic Development. In a roll call vote, all voted aye. Motion carried.

Tax Abatement
Policy:

The Tax Abatement Policy (306.01) was discussed by the Board and Ole Pace described the various procedures the policy calls for when the Board has to review a abatement request. The Board decided that no changes were needed in the policy at this time.

Local Election
Official:

It was moved by Member Groharing and seconded by member Koenig that the Board appoint Marilyn Vinson as the local election official with Judy Scribner for the alternate to facilitate all election matters for the November 5 Board of Trustee election. Motion voted and carried.

Notice of
Election:

It was moved by member Groharing and seconded by Member Mandrgoc that the Board approve the attached legal notice for the election of three candidates for the Board of Trustees on November 5, 1985. Motion voted and carried.

Reports:

ICCTA
Representative:

ICCTA representative, Groharing, reported on the recent Northwest regional meeting at Highland College. He reminded the trustees of the annual ICCTA meeting to be held on June 7th and 8th in Springfield, and alerted them to SB 575 which would change the trustee terms and SB 355 on non-district territory.

Foundation
Report:

Karen Shapton introduced Gary Roth, Foundation President, who presented the Board with a plaque containing the names of Foundation donors under the categories of:

Distinguished Benefactors \$50,000 and Over
Benefactors \$49,000 and Below

This plaque will be placed in a prominent area of the college. Chair Fisher expressed the appreciation of the Board for this plaque and all the work of the Foundation to secure these donors.

Board Chair
Report:

Board Chair Fisher reminded the Trustees of the Presidential evaluation meeting which should be held sometime in June. The Board set the date of June 12th for a special meeting for this and any other matters that may need to come before the Board. She also reported that Dick Groharing would be the vice-chair of the Northwest Region of the ICCTA. Discussion was held on the planning workshop sponsored by the ACCT in Des Moines on June 20 through the 22nd. Any trustee interested should contact the president's office. Chair Fisher also reported that the Anniversary Committee had recently met and that a Founders Day celebration is tentatively planned for the weekend of October 5th and 6th.

President's
Report:

President Garner reported on the attached final North Central re-accreditation visit report. He noted that the team had recommended that Sauk be re-accredited until 1991-92; a seven year period. This is the longest period of accreditation in the college history. He said that the administration will use this report as an agenda for study and action to further strengthen the college operation.

Dr. Garner also reported that the administrative calendar will be on the agenda of the next meeting, gave a status report on the General Education Task Force, and said the winners of the Distinguished Service Awards for this year included:

Faculty: Ralph Pifer
 Mary Weller
 Frank Palumbo

Administration: John Sagmoe

Maintenance: Lee Murray

Clerical: Marilyn Vinson

Executive
Session:

At 8:55 p.m. it was moved by Member Mandrgoc and seconded by Member Groharing that the Board adjourn to executive

Executive Session: 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 9:26 p.m.

Adjournment: It was moved by Member Groharing and seconded by Member Mandrgoc that the Board adjourn. The next meeting will be June 12, 1985 at 7:30 p.m. Motion voted and carried.

The meeting adjourned at 9:27 p.m.

Respectfully submitted:



David W. Mandrgoc, Secretary

For Board Meeting
of May 20, 1985

Agenda Item E-4

APPROVAL OF PATHFINDER PRINTING

BIDS

A request for bids on the Pathfinder for 1985-86 has been published in both the Gazette and the Telegraph. In addition, the specifications have been sent to the list of printers attached.

Bids are to be opened at 10:00 a.m. on May 20th. The bidding results, with a recommendation for purchase, will be presented the night of the meeting.

SAUK VALLEY COLLEGE
Printing Specifications
1985-86 Class Schedules

DESCRIPTION: Five, 24-page newsprint booklets listing the classes to be offered during the 1985-86 school year. Each booklet is approximately 8½ x 11 inches.

QUANTITY: Individual order of 47,000 booklets for each of the five mailers, giving a total annual printing of 235,000 booklets.

NO. OF PAGES: Twenty-four (24) pages including cover.

COLORS: Two (2) colors on self-cover, one color inside.

PAPER: Good quality, white 30 pound newsprint.

COMPOSITION: Bidder must do all layout, composition and keyline; College will provide rough dummy.

PHOTOGRAPHS: College will provide 8 to 10 photographs for use in each booklet.

ARTWORK: Will be provided by Sauk Valley College.

HALFTONES: Eight to 10 square halftones.

PROOFS: Keyline proofs required, final blueline proof.

BINDING: Glued or saddle stitched.

DELIVERY: Bidder must mail to all occupants in attached zip code area, postage not included, with balance of order to Sauk Valley College, F.O.B.

SCHEDULE: Copy will be submitted to printer 15 working days prior to mailing. Final proof required in 8 working days.

Quotation will be based on 5 separate booklets based on the above specifications. P.O. will be placed for all 5 jobs at once; billing will be done by individual job. The printing contract will cover the school year from July 1, 1985 through June 30, 1986.

Bid Closing Date: Before 10 a.m. May 20, 1985.

47,000 _____ @ per 1,000 _____.

Please quote cost increase or decrease in terms of 4-page multiples \$ _____.

SPECIFICATIONS SENT FOR 1985-86 PATHFINDER

Tom Shaw
Dixon Evening Telegraph
113 South Peoria Avenue
Dixon, IL 61021

Jerry Smith
Castle Communications
121 Industrial Drive
DeKalb, IL 60115

Jonathan Whitney
Carroll County Review
P.O. Box 369
Thomson, IL 61285

Dick Finfgeld
M and D Printing
616 Second Street
Henry, IL 61537

Mark Warner
Shaw Free Press
250 Williams Road
Carpentersville, IL 60110

For Board Meeting
of May 20, 1985

Agenda Item E-5

TAX ABATEMENT REQUEST

A request for tax abatement was received at the last Board meeting from the City of Rock Falls per the attached letter from Blodgett, Reese, Merritt & Albert.

Since the last meeting, the provisions of our tax abatement policy have been met and will be reported at this meeting.

RECOMMENDATION: It is recommended that the tax abatement request be granted.

BLODGETT, REESE, MERRITT & ALBERT

ATTORNEYS AT LAW

319 FIRST AVENUE

P. O. BOX 150

ROCK FALLS, ILLINOIS

61071-0150

DONALD E. BLODGETT

JAMES L. REESE

MARK H. MERRITT

MICHAEL R. ALBERT

AREA CODE 815

TELEPHONE 626-0437

April 22, 1985

Ms. Kay Fisher
President, Sauk Valley College
Board of Trustees
R.R. #1
Dixon, IL 61021

Dear Ms. Fisher:

This letter is being written on behalf of the City Council of the City of Rock Falls.

If you will recall, approximately two years ago, you were approached by the City Council of the City of Rock Falls seeking your support for the concept of tax abatement for enticing new industries to locate within the area. The City of Rock Falls has recently been contacted by an industrial firm which was formed within the State of Illinois during the calendar year 1984. They wish to locate within our Industrial Park, but are also asking for a program of tax abatement to assist them in getting on their feet. Accordingly, they have requested that we make contact with the various taxing bodies to obtain some initial statement of support for a tax abatement program. I realize that your assessed valuations are not yet fixed so that it is not possible to determine exactly what type of situation you will be in. However, I will give you as much detail as possible of this firm.

If the firm locates in the Industrial Park, we would anticipate a fair market value of the property of approximately \$60,000.00 after the building is completed. This would translate roughly into a \$20,000.00 assessed valuation for your district. You can apply your tax rate times the assessed valuation to determine approximately the amount of annual taxes that this building would produce if taxed fully.

The firm is seeking a program of abatement which would call for abatement of 100% of the taxes for the first year that taxes are assessed on the property, 95% the second year, 80% the third year, 65% the fourth year, 50% the fifth year, 40% the sixth year, 30% the seventh year, 20% the eighth year, 10% the ninth year, and 5% in the tenth year. At the end of ten years, the firm would then be fully taxed on the assessed valuation of its property.

April 22, 1985

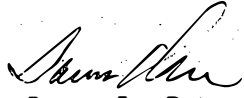
Page 2

We would appreciate as soon as possible your taking this matter up with the governing body of your district, and determine whether or not they would accept and adopt a resolution authoriting the abatement of taxes for the industry along these lines. If enough taxing districts indicate yes, and if the firm is then persuaded to construct and build within Rock Falls, we will be back to you with particulars about the name of the company, the location of the property and other items.

If you have any questions about the matter, please feel free to call my office. Thank you.

Yours very truly,

BLODGETT, REESE, MERRITT & ALBERT



James L. Reese

JLR:slm

For Board Meeting
of May 20, 1985

Agenda Item F-1

PROFESSIONAL CONTRACTUAL REAPPOINTMENTS

The following contractual faculty appointments are recommended for 1985-86 for the Dixon Correctional Center Program. These appointments will run from September 1, 1985 through August 31, 1986.

Dennis Day - Instructor of Business Information
Systems

Joseph Rush - Instructor of Small Engine Tech-
nology

The following administrative appointment is recommended for 1985-86 for the same contractual program.

James D. Feverston - Director of the Sauk Valley
College Educational Program
at Dixon Correctional Center

RECOMMENDATION: It is recommended that the contractual reappointments for professional staff at the Dixon Correctional Center be approved as presented.

For Board Meeting
of May 20, 1985

Agenda Item F-2

APPROVAL OF PARA-PROFESSIONAL POSITION

Approval is requested for a new para-professional staff position in the Data Center. This position is needed for providing a programmer to support our new and expanded computer operation.

This position was projected as a part of our recent computer decision.

The position classification will be para-professional which has a salary range of \$11,500 to \$17,500. It is our intention to hire at the lower end of the range with the mid-point of \$14,250 as the maximum.

RECOMMENDATION: It is recommended that the para-professional position be approved and authorized as proposed.

For Board Meeting
of May 20, 1985

Agenda Item F-3

APPROVAL OF PROFESSIONAL
STAFF POSITION

Approval is requested for the extension of the present half-time position of Coordinator of Training for Business and Industry to a full-time position.

This position would be a contractual one and contingent upon the special funding by ICCB for our Center for Business and Economic Development.

The history of this position on a part-time basis provides documentation for its potential on an expanded basis.

RECOMMENDATION: It is recommended that the Coordinator of Training for Business and Industry position be expanded to full-time for 1985-86.

SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE May 13, 1985

MEMORANDUM

TO: Dr. Garner

FROM: Don Foster *DF*

RE: Recommendation to Expand the Position of Coordinator of the Sauk Valley Training for Business and Industry Program to a Full-time Position

This memorandum will serve as a recommendation to expand the position of Coordinator of the Training for Business and Industry Program from its present one-half time status to a full-time position. A job description for the position and the supporting rationale for this recommendation is included.

Supporting Rationale

Since being established as a one-half time position in July of 1984, the Training Specialist for the Center for Business and Economic Development has established an impressive record of providing training for area businesses and industries. Over 48 area firms have been served by training services offered by this program. Twenty-three different training programs were offered with 17 of them being customized training programs (a complete list is enclosed).

Financially the program has generated \$22,232.30 in revenue as of 5-6-85 and has incurred \$14,500.79 in expenses--leaving a net profit of \$7,222.59. The conversion of this to a full-time position shows every promise of significantly increasing the level of activity to the point where the program can not only be self-supporting, but will make a profit. However, in order to do this a full-time person is needed.

During the first year a lot of time and effort was devoted to start-up related activities. Once the program was operational, by the late fall of 1984, it began to generate an increasing amount of business. Its continued growth does, however, require a full-time coordinator to make the necessary contacts and effectively work the territory. The impressive results of the first year would suggest that this can become a substantial program that will not only yield a profit but enable the college to provide an excellent training program to meet the needs of area business and industry.

The Training for Business and Industry Program is funded by the ICCB Economic Development Grant along with the Center for Business and Economic Development. This grant has been increased to \$61,183.00 for FY 86, which will provide sufficient funds to support this full-time position and still fund the Center for Business and Economic Development at an adequate level. Thus, this proposed position would be a contractual position--with its continuation contingent upon the annual renewal of the ICCB Economic Development Grant.

DF/js

FINANCIAL STATUS REPORT*

SVC TRAINING FOR BUSINESS AND INDUSTRY PROGRAM

1984-85

Income

\$ 5,250.00	Funds from ICCB Economic Development Grant
<u>22,223.30</u>	Seminar Income
\$27,473.30	Total Income

Expenses

\$ 358.85	Supplies
259.99	Travel
1,281.63	Instructional Materials
11,932.41	Conference Expenses, Salaries, Fees for
259.05	Staff Development Presentors, etc.
<u>408.86</u>	Promotional Material
\$14,500.79	Total Expenses

Income over Expenses	\$12,472.59
Less ICCB Economic Develop-	
ment Grant Funds	<u>-5,250.00</u>

\$ 7,222.59** Net Income

*As of May 6, 1985

**It should be noted that the salary of the one-half time training specialist is paid out of Center for Business and Economic Development funds and, thus, not included in the figures listed above. This salary is \$8,750.00 for 1984-85.

COORDINATOR OF TRAINING FOR BUSINESS AND INDUSTRY

The Coordinator of Training for Business and Industry is responsible for the programming of college courses, workshops, seminars and in-plant training programs for area businesses and industries throughout the college district. This position reports to the Dean of Instruction.

Duties and Responsibilities

1. Make recommendations to the Dean of Instruction for academic policy, planning and procedures for the operation of the Training for Business and Industry Program in cooperation with the Center for Business and Economic Development.
2. Work with area businesses and industries in setting up college sponsored training programs, seminars, workshops, credit and non-credit courses for management, supervisory and hourly employees. This includes maintaining regular contact with these firms as well as assisting them in conducting an assessment of their training needs.
3. Develop a Sauk Valley College Training Team to provide business and industrial training. This will include the use of both full and part-time faculty as well as outside presentors according to situational need.
4. To recommend the appointment of advisory committee members, to see that regular advisory committee meetings are held, and to maintain a record of the minutes of the committee meetings.
5. Serve as the college liaison to area Chamber of Commerce Personnel Officer's organizations and Industrial Councils.
6. To publish a quarterly newsletter for area businesses and industries in order to keep them informed of current developments in the college training program.
7. To work with the Center for Business and Economic Development to develop and maintain an up-to-date list of businesses and industries in the college district.
8. To develop and maintain a set of policies to guide the SVC Training for Business and Industry Program. These policies will be submitted to the Dean of Instruction and reviewed on an annual basis.
9. To prepare an annual budget request for the program and to administer the budget throughout the year.
10. To complete and submit to the Dean of Instruction all forms and state reports for the program as required.

COORDINATOR OF TRAINING FOR BUSINESS AND INDUSTRY

11. To prepare and update all brochures and other related promotional material for the program.
12. To be responsible for evaluation of the program, as well as the faculty and presentors employed, and to submit annual recommendations to the Dean of Instruction for program improvement.
13. To serve as a member of the college administrative team, including service on the Administrative Council, and to cooperate with all members of the administration in addressing issues that relate to the Training for Business and Industry Program and the overall mission of the college.
14. To develop, in cooperation with the Dean of Instruction, an annual set of goals for the program at the beginning of each year.
15. To prepare and submit an annual report summarizing the extent of accomplishment of the goals for the program.
16. To assume all other reasonable professional duties and responsibilities as assigned by the Dean of Instruction.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 7. 1985 9

MEMORANDUM

TO: Gene Wagner

FROM: Sue Dixon *J.D.*

Re: Training Programs offered from July '84 through June '85-
for Business/Industry and other organizations.

1. Walnut Small Business Management Course - Walnut Bank
2. Amboy Small Business Tax Seminar - Amboy Bank
3. Morrison Small Business Tax Seminar - Morrison Restaurant.
4. Time Management Seminar - At SVC (JTPA Supervisors, etc.)
5. "Hits" Grant Program at Donaldson Co. Plant.
6. Regular (semester) courses at the D.O.T.
7. Pre-Retirement Course at the Borg Warner Plant.
8. Supervisory Skills Seminar at Anixter Plant.
9. Communications Skills Seminar at SVC.
10. Supervisory Skills Seminar at Allied Locke Ind.
11. Two "Toward Excellence Forums"(4 meetings each) at SVC.
12. Individual Tax Seminar at SVC .
13. Testing/Evaluation Project (Proposal) at the G.E. Plant.
14. Orientation Film Project at the Donaldson Co. Plant.
15. Two Time Management Seminars at the Borg Warner Plant.
16. Supervisory Skills Seminar at SVC.
17. Listening Skills Seminar at SVC.
18. Performance Appraisals Seminar at SVC.
19. Integrated Manufacturing Systems Tele-conference at SVC.
20. Working with the Troubled Employee Seminar at SVC.
21. Communications/Psychology for Amboy Specialty foods.
22. Job Development Workshop for JTPA SDA 12 at LaSalle-Peru.
23. Counseling Workshop for JTPA SDA 12 at LaSalle - Peru.

note: I did not include any Programs co-ordinated by Lou Kinum.

cc Don Foster

SAUK VALLEY COLLEGE

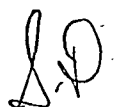
RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 7, 1985

MEMORANDUM

TO: Gene Wagner

FROM: Sue Dixon 

re: Customized Training Programs Provided at specific Business
/Industries and organizations.

1. Walnut Merchants' Association (short course) in Walnut.
2. Time Management Seminar for J.T.P.A. Supervisory Personnel at SVC.
3. Regular Courses at the Dept. of Transportation in Dixon
4. Supervision Smeinar at Anixter Corp. in Rock Falls.
5. "Hits" Grant Program at Donaldson Co. in Dixon.
6. communications/Psychology Workshops for Amboy Specialty Food.
7. Pre-Retirement Course (6 weeks) at Borg Warner in Dixon.
8. Two Time Management Seminars at Borg Warner in Dixon.
9. Supervision Seminar at Allied Locke Industries. (Green Riv. Ind. Pk.)
10. Communications Seminar at SVC for JTPA Supervisory Personnel.
11. Testing / Evaluation Project Proposal at G.E. Plant in Morrison.
12. Orientation Film Project at Donaldson Plant in Dixon.
13. Performance Appraisals Seminar at SVC for JTPA Supervisory Per.
14. Working with Troubled Employees Smeinar at SVC for JTPA Sup. Per.
15. Supervision Seminar at SVC for JTPA Sup. Per.
16. Job Development Workshop for JTPA SDA 12 at L-P Holiday Inn.
17. Counseling Workshop for JTPA SDA 12 at L-P Holiday Inn.

cc Don Foster

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 7, 1985

MEMORANDUM

TO: Gene Wagner

FROM: Sue Dixon *S.D.*

re: Business and Industry and other organizations served
through SVC Training (from July '84 to June '85)

1.	Wahl Clipper Corp.	-----Sterling
2.	Amboy Specialty Foods	-----Dixon
3.	Donaldson's Co.	-----"
4.	Allied Locke Ind.	-----"
5.	Anixter Corp.	-----Rock falls
6.	Borg Warner Corp.	-----Dixon
7.	Central National Bank	-----Sterling
8.	Central Qualities	-----Polo
9.	Commonwealth Edison	-----Dixon
10.	DeKalb Feeds, Inc.	-----Rock Falls
11.	Dept. of Transportation	-----Dixon
12.	Dixon Correctional Center	-----Dixon
13.	Dixon Marquette Cement	-----"
14.	First Federal S & L	-----"
15.	Frantz Manuf.	-----Sterling
16.	Gate City Steel	-----"
17.	General Electric Co.	-----Morrison
18.	HWI	-----Dixon
19.	Home Federal S & L	-----"
20.	Kreider Services	-----"
21.	Lawrence Bros.	-----Sterling
22.	LRB Dist.	-----Dixon
23.	National Manuf.	-----Sterling
24.	Northwestern Steel and Wire	-----"
25.	Penberthy Co.	-----Prophetstown
26.	Prescott Const. Co.	-----Sterling
27.	Raynor Manuf. Co.	-----Dixon
28.	Rock River Self-Help Ent.	-----Sterling
29.	Russell, Burdsall, & Ward	-----Rock Falls
30.	Octopus Car Wash	-----Sterling
31.	Dixon Evening Telegraph	-----Dixon
32.	Daily Gazette	-----Sterling
33.	Tri-County Press	-----Polo
34.	WSDR Radio	-----Sterling
35.	IVCC Dislocated Workers Center	-----Oglesby
36.	3 W Distributors	-----Rockford
37.	Community General Hospital	-----Sterling
38.	Whiteside County Bank	-----Morrison
39.	Walder & Rhodes	-----Dixon
40.	St. Patrick's Church	-----Dixon

41. USF & G-----Dixon
42. Sterling Police Dept.-----Sterling
43. Heritage Square-----Dixon
44. 2 JTPA Service Delivery Area Regions
45. Beauty Academy-----Dixon
46. Dixon Public Schools-----"
47. Sauk Industries-----Sterling, R.F.
48. Dixon Church of the Brethren-----Dixon

cc Don Foster

For Board Meeting
of May 20, 1985

Agenda Item F-4

APPROVAL OF PROFESSIONAL STAFF

APPOINTMENT

Approval is sought for the appointment of Susan V. Dixon as full-time Coordinator of Training for Business and Industry for the 1985-86 year. The salary for this position would be supported by, and contingent upon, the Illinois Community College Board grant for Business and Economic Development.

The official recommendation and supporting documentation is attached.

RECOMMENDATION: It is recommended that the appointment of Susan V. Dixon be approved as presented for the 1985-86 year as Coordinator of Training for Business and Industry.

SAUK VALLEY COLLEGE

RECOMMENDATION FOR STAFF APPOINTMENT

NAME: Susan V. Dixon SOCIAL SECURITY #: 341-40-2516
ADDRESS: 503 North Hennepin Avenue TELEPHONE #: (815) 288-2775
Street
Dixon IL 61021 DATE: May 13, 1985
City State
PRESENT POSITION: Training Specialist and Job Developer - JTPA Dislocated
Worker Program at SVC
RECOMMENDED POSITION AT THE COLLEGE: Coordinator of Training for Business and
Type of Position Economic Development
EFFECTIVE DATE OR PERIOD: FROM: July 1, 1985 TO: June 30, 1986
BASIS OF EMPLOYMENT: FULL-TIME ☒ PART-TIME: ☐ OTHER: ☐
POSITION ON SALARY PLAN: Administrative Salary Schedule SALARY: \$22,500.00
Rank/Level Step
CONDITIONS OF EMPLOYMENT: Contractual position - Subject to SVC Board
Policies 401.01 A. 1. and
426.1

BIOGRAPHIC DATA

EDUCATION: HIGHEST DEGREE EARNED: MS Adult and Continuing Ed DATE: May 1981
MS - Adult and Continuing Education - Northern Illinois University -
1981
EXPERIENCE: BS - History - Northern Illinois University - 1973
Training Specialist, Job Developer Dislocated Worker Program - SVC -
Coordinator of Special Projects - SVC - 1982-83 1983-84
OTHER: Coordinator of Senior Studies Program - SVC - 1978-82
Instructor - Community Services Program - SVC - 1977-82
Instructor of Reading and Social Studies - St. Mary's Jr. H.S. - 76-77
Instructor of Elementary Grades - St. Mary's Elementary - Dixon - 74-76
Substitute Teacher - DeKalb Public Schools - 1973-74

STAFF RECOMMENDATION: _____ DATE: _____
DEANS RECOMMENDATION: Donald J Foster DATE: 5-13-85
Signature
PRESIDENTS RECOMMENDATION FOR BOARD APPROVAL: M. H. Jensen DATE: 5-14-85
Initial
APPROVED: _____ DATE: _____
Signature of President or Board Action

July, 1982

SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE May 13, 1985

MEMORANDUM

TO: Dr. Garner

FROM: Don Foster *Dgr*

RE: Recommendation to Appoint Susan V. Dixon as Full-time Coordinator of SVC Training for Business and Industry Program - Contractual Position

This memorandum will serve as a recommendation to appoint Susan V. Dixon to the position of Coordinator of the SVC Training for Business and Industry Program at an annual salary of \$22,500.00. Ms. Dixon is currently serving as one-half time training specialist and part-time job developer for the JTPA - Dislocated Worker Program being administered at SVC through a cooperative arrangement with Illinois Valley Community College. Prior to this year Ms. Dixon served as one-half time Director of Special Programs at SVC--which included responsibility for supervising the Senior Studies Program at SVC.

Sue Dixon has served as an instructor and program coordinator at SVC since 1977. The Senior Studies Program was developed under her leadership from a small struggling enterprise to its present extensive size (47 to 50 sections per semester). She has also taught classes in our Dixon Correctional Center Program.

While Ms. Dixon has an excellent professional record in all of her various roles at SVC, she has demonstrated the ability to take charge of a program and develop it with a minimum of supervision. She has a proven record of administrative leadership in the Senior Studies Program, the Dislocated Workers Program, and in her position as Training Specialist for the Center for Business and Economic Development. In fulfilling her responsibilities she has demonstrated that she learns quickly, readily perceives new opportunities, and has the drive and organizational ability to successfully develop projects and programs to their maximum potential.

During this past year she has done exceptionally well in developing the Training for Business and Industry Program. Over 48 area firms have been served by her program and she has successfully designed and administered over 17

customized training programs for selected businesses and industries in the college district. Given her full-time attention, this program shows every promise of developing into a major enterprise for the college and the community.

In summary, Susan Dixon brings a considerable amount of proven experience and ability to this position. I recommend her appointment at an annual salary of \$22,500.00. This is a contractual position supported by funds from the ICCB Economic Development Grant.

DF/js

Susan Heaton Dixon
503 North Hennepin Avenue
Dixon, IL 61021

Employment Objective: Administrative or Training related position which will afford opportunities to learn and progress.

Work Experience:

Illinois Valley Community College, Oglesby, IL. 61348

7-1-84 to present.

Title: Job Development Specialist.

- 1.) Network with Business and Industry.
- 2.) Negotiate On-The-Job Training Contracts with Employers.
- 3.) Maintain Fiscal records and Documentation of services delivered.
- 4.) Monitor Contracts and Evaluate Positions.

Sauk Valley College, Dixon, IL. 61021

8-1-84 to present.

Title: Training Specialist or Director.

- 1.) Identify training needs for area Business/Industry.
- 2.) Design and Develop Training Programs.
- 3.) Negotiate Contracts.
- 4.) Evaluate Training.

Dixon Correctional Center, Dixon, IL 61021

5-15-84 to 9-1-84.

Title: Instructor.

- 1.) Part-time (evening) instructor.
- 2.) Provided ABE and GED instruction (all subjects) for class of twenty male inmates: two evenings per week.

Sauk Valley College, Dixon, IL 61021

8-1-82 to 6-30-84.

Title: Coordinator of Special Programs.

- 1.) Developed and provided Pre-Retirement/Retirement Training to area Business/Industry.
- 2.) Assisted with all Hobby and Leisure classes - also, special workshops.
- 3.) Coordinated all Senior Citizens' Programs.
- 4.) Hired, supervised and evaluated approximately twenty part-time instructors each semester - summer included.

Other Work Experience: Seven years experience as part-time instructor (Sauk Valley College) - Senior Citizens' Classes and special Adult Workshops, Junior High Social Studies Teacher, Intermediate Elementary Teacher, Senior High Social Studies Teacher, Apartment Manager, Substitute School Teacher, Waitress, Nurse's Aid, Factory Worker (Assembler and Inspector), Sales Clerk.

Educational Background: M.S. Ed., Northern Illinois University, DeKalb, IL
Major: Adult Continuing Education.
Emphasis Area: Programming Curriculum, Instruction.
B.S. Ed., Northern Illinois University, DeKalb, IL
Major: History.
Minors: Political Science and Education.
Illinois State Certified Secondary Education Teacher -
Social Studies.
Scholastic Honors - Golden Key Scholarship Award - Senior
Year and Phi Alpha Theta (National Honorary Scholastic
Society) - Junior and Senior years.

Professional Organizations and Community Service (Past and Present):

Illinois Association of Adult Continuing Education -
member and nominated for IACE Outstanding Teacher,
Coordinator of the year in 1979, for work with older
adults, Dixon Branch, American Association of University
Women; Illinois State Historical Society; Illinois Geron-
tology Consortium; St. Anne's Church- member, lector,
Education Commission; Home School Association and advisor
to St. Mary's School Student Council; Lee County voter
registrar; Knights of Columbus Annual Cabaret Show for
Charity- cast member; Area Foreign Affairs Conference
Steering Committee; American Business Women's Association;
volunteer worker for local Heart and Cancer Fund Drives;
and various political and referenda campaigns; member -
Illinois Association for Employment and Training; Democratic
Precinct Captain (10 years); former Lee County Democratic
Chairwoman; 1982 Regional Coordinator for Gubernatorial
Candidate Adlai Stevenson; Dixon Industrial Council Member.

Professional Growth (Beyond M.S. Education of May 1981):

- Fall 1981:
Course- Organization/Administration of Adult Continuing Ed.
Northern Illinois University, DeKalb, IL
- Spring 1982 & Fall 1982:
Illinois Gerontology Consortium
Meetings in Springfield, IL
- Spring 1983:
National Conference "How to Work With Business and Industry"
by Triton College/College of DuPage at Rosemont, IL.
- Fall 1983:
National Conference by W. Clement Stone on Voluntarism and
Positive Attitude by Federal Department of Human Services at
Rosemont, IL.
- Fall 1984:
 - 1.) Regional Conference of American Association of Community
and Junior Colleges, Davenport, IA. "Building Partnerships".
 - 2.) Learning Resource Network Conference, Chicago, IL., "Learn-
ing for the Community".
 - 3.) Workshop, Northern Illinois University, DeKalb, IL.,
"Entrepreneurship Education".

4.) Forum (four sessions), Sauk Valley College, Dixon, IL.,
"Toward Excellence".

-Spring 1984:

Workshop on Job Development, LaSalle/Peru, IL.

Hobbies:

Family activities - boating, waterskiing, alpine skiing,
jogging, camping, travel.

-Other:

History, politics, reading.

Salary Requirements:

\$30,000.00 per year.

Miscellaneous:

Willing to re-train; willing to move.

References:

Available upon Request.

For Board Meeting
of May 20, 1985

Agenda Item G-1

POLICY REVIEW
TAX ABATEMENT POLICY

At the last meeting it was decided to include the Abatement Policy on the agenda for review.

The policy is attached.

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.

August 27, 1984

For Board Meeting
of May 20, 1985

Agenda Item G-2

APPOINTMENT OF LOCAL ELECTION OFFICIAL

At this meeting the Board should approve a resolution naming Marilyn Vinson as the "Local Election Official" to receive petitions and facilitate all other election matters. Judy Scribner should be appointed as an alternate.

RECOMMENDATION: Board approval to appoint Marilyn Vinson as the local election official with Judy Scriber as an alternate.

For Board Meeting of
May 20, 1985

Agenda Item G-3

BOARD OF TRUSTEES ELECTION

The Board should approve the attached legal notice to be published in the Sterling Daily Gazette and the Dixon Evening Telegraph which designates dates for candidates to file petitions for the upcoming election in November.

Three candidates will be elected for full six-year terms, and the dates for filing petitions are from August 19, 1985 through August 26, 1985 at 5:00 p.m.

RECOMMENDATION: Board approval to publish the attached legal notice designating dates and time for candidates to file their nominating petitions for the November 5th election.

SAUK VALLEY COLLEGE
DIXON, ILLINOIS

BOARD OF TRUSTEES

ELECTION

NOTICE IS HEREBY GIVEN that nominating petitions for membership on the Board of Trustees of Sauk Valley College District #506 Lee, Ogle, Henry, Bureau, Whiteside and Carroll Counties, for the election to be held November 5, 1985, must be filed with Marilyn Vinson, Secretary to the Board of Trustees, on the third floor of the college, (Room 3K24) or her alternate, Judy Scribner, Room (3L12).

These petitions may be filed between the hours of 8:30 a.m. and 4:30 p.m. within the time provided by law. THREE candidates are to be elected for full six-year terms.

The first day to CIRCULATE nomination papers is May 28, 1985. The first day for FILING such petitions is August 19, 1985 and the last day for filing is August 26, 1985 (at 5:00 p.m.).

Dated this 20th day of May, 1985

By Order of Community College
District #506, Board of Trustees

Kay Fisher, Chair ,

For Board Meeting
of May 20, 1985

Agenda Item I-1

REPORT OF NORTH CENTRAL
RE-ACCREDITATION VISIT

We have received the final report of the recent North Central re-accreditation visit (enclosed). It includes an extended list of strengths, as well as notations on several specific concerns, with a "progress report" on one of the concerns being requested within two years.

The team has recommended that Sauk be re-accredited until 1991-92; a seven year period. This is the longest period of accreditation in our college history.

A letter of acknowledgement has already been filed with North Central which includes our request that the team report be directed to the "Readers Panel" option.

The administration will use this report as an agenda for study and action to further strengthen the college operation.



May 8, 1985

Dr. Joseph J. Semrow
Associate Director
North Central Association of
Colleges and Schools
159 North Dearborn
Chicago, IL 60601

Dear Dr. Semrow:

This is to acknowledge receiving the final "Report of a Visit to Sauk Valley College".

The report is comprehensive and fundamentally accurate. In our opinion it rightfully highlights a wide scope of assets and strengths of the college. It likewise identifies areas needing our attention, and with only a few exceptions, the suggestions are practical and worthy of serious consideration. Overall, the report demonstrated balance and perspective and represented a supportive and well-intentioned team of individuals.

We ask that our report be directed to the Readers Panel as our choice for follow-up evaluation.

Sincerely,

SAUK VALLEY COLLEGE

W. Harold Garner
President

jj

cc: Members of North Central Visitation Team
Members of Sauk Valley College Board of Trustees

REPORT OF A VISIT
TO
SAUK VALLEY COLLEGE
Dixon, Illinois

March 18-20, 1985

for the

Commission on Institutions of Higher Education

of the

North Central Association of Colleges and Schools

Jack T. Lundy, Vice President for Academic Affairs, Allen County
Community College, Iola, Kansas 66749

Marilyn J. Schlack, President, Kalamazoo Valley Community College,
Kalamazoo, Michigan 49009

Donald D. Shook, President, East Central College, Union, Missouri 63084

Daniel B. Crowder, President, West Virginia Northern Community College,
Wheeling, West Virginia 26003 (CHAIRPERSON)

I. Introduction

A. Organization of the Report

The report of the evaluating team's visit to Sauk Valley College will be organized as follows:

- I. Introduction
- II. Advice and Suggestions to the Institution
- III. General Institutional Requirements
- IV. Evaluative Criteria
- V. Accreditation Recommendations and Rationale
- B. Brief Institutional History

Sauk Valley College is a comprehensive two-year public institution, located on a 163-acre campus approximately 115 miles west of Chicago, a few miles west of the town of Dixon on State Road No. 2. District 506 of the Illinois community college system, Sauk Valley was established by a public referendum in June of 1965, and the first board of trustees was elected in July of that year. Temporary facilities were erected on the campus, and the college received its first students in the fall of 1966.

Sauk Valley's service area includes part or all of six counties with a combined population of 110,000, with approximately 88,000 over 18 years of age. Basically a rural-small town area, population has been declining during most of the past few years. However, the economy is diversified, including agriculture, industry and commerce, and though hard hit by the recent recession, unemployment has dropped from nearly 15 to about 10 percent within the last several months. Student enrollment appears to have followed a similar pattern, and now seems to have reached at least temporary stability at approximately 3200.

C. History of Relationship to NCA (including the nature and scope of the present visit)

In 1968 the college established correspondence status with North Central and was granted accreditation status at the associate degree-granting level in 1972, with the next team visit scheduled for 1974-75. After the second team visit, Sauk Valley was granted continued accreditation status with the next team visit scheduled for 1979-80. In 1980 the college was once again granted continued accreditation status with the next comprehensive North Central visit scheduled for 1984-85. The following report results from the team visit which took place March 18-20, 1985.

Prior to this visit, team members read and reviewed the institution's self-study document, the 1980 visiting team report, and other various institutional literature and publications provided by the college. During the course of the three-day visit, team members sought verification of various conclusions arrived at in the self-study document by examining additional institutional material and publications (such as budgets, minutes of Board of Trustees and institutional committee meetings) and by open and frank discussions with numerous individuals, including a cross-section of community leaders as well as representatives of all institutional constituency groups.

II. Advice and Suggestions to the Institution (These suggestions are non-binding in nature, and have no direct bearing on the team's recommendation regarding accreditation. They are made in the team members' capacity as consultants and advisors, and if addressed by the institution will hopefully help the institution in carrying out its mission and goals.)

1. There seems to be a keenly felt need for staff development at Sauk Valley College, and serious efforts should be made to address this matter in the allocation of institutional resources.
2. Communication and rapport between the faculty and administration could probably be improved if assistant deans for instruction were housed closer to, and spent more time working with, their respective faculties.
3. The college should proceed to carry out its plan for replacement of audio-visual equipment.
4. The college should consider purchasing a library security system.
5. A plan should be developed for computerizing business functions, student records and registration, and needs of the instructional area.
6. The college should consider the automation of doors frequently used by handicapped individuals.
7. The college should seek to identify and target specific market areas for service and recruitment.
8. Immediate attention needs to be given to improving the instructional environment: e.g., noise, window shades, et cetera.
9. Continued attention needs to be given to the cultivation and development of the newly established alumni association. People associated with this organization can be very helpful to the college in the future.

10. The college should take a good, hard look at the ways in which administrators (especially those in the instructional area) are spending their time to make certain that efforts and responsibilities truly reflect institutional priorities.

III. General Institutional Requirements

In the opinion of the visiting team, Sauk Valley College meets the General Institutional Requirements for accreditation. It has a legal basis, a governing board, a chief executive officer, several degree curricula, and has graduated several classes.

IV. Evaluative Criteria

A. Mission and Goals: Does the institution have clear and publicly stated purposes, consistent with its mission and appropriate to a postsecondary institution?

1. Description and Analysis

Sauk Valley College is a comprehensive community college, committed to the philosophical concept and principles generally held by community colleges throughout America. It is an open-door institution, offering the first two years of college parallel or "university transfer" programs, career education programs of a one- and two-year duration, developmental education, guidance and counseling, and a variety of community education courses and activities as well as other community services.

The college holds that: "Education is a cornerstone in a free democratic society . . ." and that it is the responsibility of a comprehensive community college to provide "an avenue of opportunity for all citizens to reach their potential." (A fuller statement of Sauk Valley's mission and purposes can be found on pages 8 and 9 of its 1984-

86 Catalog, and on pages 6 and 7 of the 1985 institutional Self-Study.)

The college's mission and purposes are clearly and consistently stated in the above and other various institutional literature, and appear to be well understood and supported by the community and various college constituencies.

2. Conclusion: Sauk Valley does have clear and publicly stated purposes, consistent with its mission and appropriate to a postsecondary educational institution.

B. Resources: Has the institution effectively organized adequate human, financial and physical resources into educational and other programs to accomplish its purposes?

1. Description and Analysis

a. Governance and Administration

The college is governed by a seven-member board of trustees, now elected for six-year terms on a district-wide, staggered basis. A student representative serves in an advisory capacity. Subject to certain authority (e.g., program approval) delegated to the Illinois State Board for Community Colleges, the District Board of Trustees has direct responsibility for the development of institutional policies and procedures, budgetary and personnel matters, and overseeing the overall operation of the college.

Present Board members represent a general cross-section of the district's population, and are dedicated and effective community leaders, committed to the mission and goals of the college.

The college administration is composed of a president and three deans, representing the three functional areas of instruction, business, and student services, and four staff positions. Each area is divided

into more or less conventional patterns with the few exceptions noted under concern No. 4 of this report. Current administrative personnel are qualified by training and experience for their respective positions. Classified personnel are also capable individuals and supportive of the institutional mission and philosophy.

b. Facilities and Equipment

The permanent college building is a massive brick and concrete structure located on a 144-acre tract. The campus is on a beautiful site on the bank of the Rock River and is landscaped in good taste to blend with the natural setting. Just to the west, there are two prefabricated steel buildings erected as temporary facilities in 1966 and presently used for special projects.

The main building encompasses 353,290 gross square feet, of which 178,942 are assignable. The building is adequate for present and predicted future needs in terms of space, subject to possible slight modifications.

However, the building is not well designed to suit the institutional mission and purposes in some respects. Some of the problem areas are:

1. The building has an exceptionally high percent of unassignable space (42 percent).
2. Since the college was originally designed for "open classroom" style, many partitions and doors had to be added to create a suitable instructional environment.
3. Large windows create sun glare, room darkening problems, and a heat and cooling loss.
4. Large areas have to be cooled or heated in order to permit the use of small areas.

In spite of these problem areas, the building is attractive and an appropriate college facility which can be adapted to meet future needs.

The building is in a good state of repair and shows signs of being well built in most respects with good quality material. However, there is a need to develop a long-range plan for building maintenance and repair.

Campus buildings and grounds are maintained in an exemplary manner. This is being done largely through a student work program without exorbitant cost to the college.

The college's major equipment need is a new main-frame computer. This is a major decision; and from all indications, the matter is being given careful study and review by appropriate college personnel and the Board of Trustees. There has also been an advisory committee involved in the study. Another equipment need is for replacement of audio-visual items that are worn out. A plan is in place to accomplish this over the next three years.

Financial resources are available to meet capital equipment needs through the Building Fund (site and construction) Fund. The college will also complete the payment on indebtedness in December 1985, and bonds will be available in this fund for one-time expenditures.

At this time, and for the near future, the college has in place, or is in the process of developing, a capital equipment program to meet identified needs. The appropriate funds are available to finance these needs without putting a serious strain on funds available for operating expenses.

The college has more space than needed to meet present and predicted enrollments. The facilities are attractive, suitable, and more than

adequate for the college's mission and purposes. There are problem areas with the main building, but all are manageable; and with careful planning, the facility can be modified and adapted to serve the college well in the coming years.

c. Budget and Finances

There are three primary sources of college operational funds: tuition, state reimbursement and grants, and local property tax revenues. The proportional share of each source is typical, except that prior to the approval of the local tax increase in 1984, the percentage from tuition and fees was relatively high, representing 30 percent of the total revenue received.

With the approval of the referendum in 1984, the current funding is adequate to support the mission and purposes of the college. However, prudent management will be required to insure that the new funding will be used to meet priority needs.

It is impossible to discuss financial resources without expressing a concern regarding the enrollment decline at Sauk Valley College. If the present trend does not change, the college will be faced with serious budgetary problems once again in the near future.

There are indications that an out-migration of population in the college district is taking place, and this factor along with the decline in the number of high school graduates is the basis for the enrollment concern.

The work the college is doing in industrial development is appropriate and needed to assist in area economic development.

The financial condition of the college is strengthened by the following assets:

- (1) A working cash fund of over \$2 million for use until anticipated revenue is received.
- (2) A Building Bond (site and construction) Fund of over \$1 million for use in construction, building modification, and certain equipment purchases.
- (3) A balance of over \$500 thousand in the debt retirement fund which can be transferred to an operational fund since all indebtedness will be paid off by December 1985.
- (4) A recently passed law providing for an increase of the local tax levy of 5 cents per \$100.00 assessed valuation without a referendum for emergency life safety purposes, such as major roof replacement.

These funds and provisions provide a safety net for sudden and unusual financial difficulties.

Funds are allocated through a budget cycle which begins in January when each administrator is asked to prepare budget requests for the coming year. The budget requests are developed with input from the faculty and staff of each department. Each dean reviews and works up the division request with assistant deans and directors. The deans, in turn, meet with the president to prepare a budget based on needs and anticipated revenue. A preliminary budget is submitted to the Board in July and is available for public review and comment. The final budget is adopted in August.

A review of operating expenditure by function and by object shows the distribution of funds to be properly related to the mission and goals of the college. It does appear that certain areas, such as office furniture and equipment, have been well funded, while other areas, such

as correcting noise and window problems in classrooms, have not received adequate financial support. Future budget priorities should be set with careful consideration to important needs related to instruction.

A study of reports, the budget document, and the annual audit indicate that the financial practices and procedures are consistent with sound management principles.

The financial records of the college are audited externally on an annual basis. The audit for last year is complete and detailed, indicating no major problem with any aspect of the financial operations. The audit also reviews the budgetary performance of each office and department, and shows for last year an institution-wide effort to keep expenditures at or below amounts allocated.

Future prospects for funding the college are uncertain at this time. By careful planning and cooperative efforts, the college has the capability of enhancing its financial support. Areas needing special attention are: student recruitment, Foundation development, outside grants, and outreach programs. There are signs that state aid will be increased but this will not be helpful if enrollment decline continues. The recent levy increase and the reserve funds will provide sufficient funding for immediate needs, but the future level of financial resources is dependent on a number of factors, all of which can be affected by the efforts of college personnel.

Another very important factor is that the college enjoys exceptional community support which could be most valuable in the future.

2. Conclusion: Sauk Valley College has effectively organized adequate human, financial and physical resources into educational and other programs to accomplish its purposes.

C. Institutional Dynamics: Is Sauk Valley College accomplishing its purposes?

1. Description and Analysis

a. Instructional Programs and Instructional Staff Expectations

Sauk Valley College is organized with responsibilities charged to the dean of instruction and three assistant deans to implement pre-baccalaureate and limited vocational programs leading to certificates and associate of arts, science and applied science degrees. In addition to these two typical areas, the college has offered limited outreach services at five satellite centers, is gearing up to provide vocational training at the Dixon Correctional Center, and operates a Center for Business and Economic Development and a New Business Development Incubator.

The college catalog clearly explains requirements for AA, AS, and AAS degrees. The program of study in the transfer areas appears to be standard fare. Career programs are of limited number. Some programs listed in the catalog have been eliminated because of either limited enrollment or market prospects for students. These were Construction Technology, Agriculture Production, and Welding. Emerging programs which appear to be strengthened are Automotive Technology, Data Processing, Diesel Technology, Electronic Technology, and Heating, Refrigeration, Air Conditioning and Solar Energy.

The institution is in the process of completing a transfer and a limited vocational program at the Dixon Correctional Center. At the time of this evaluation, the transfer program is in place and five areas of

vocational programming (Small Engine Technology, Business and Information Systems, Horticulture, Auto Mechanics, and Construction Technology) have been approved and the educational facility is in final preparation.

Interviews with students (inmates) revealed that from their perspective the instructional programs are good, and they believe better than similar programs offered at other places of incarceration. Already operational is a computerized advisement system (designed by a student) which should be quite adequate. When fully operational, the program will have a full-time counselor and serve approximately 1,250 prisoners. Budgets, programs, faculty, and personnel appear to be quite excellent.

The Center for Business and Economic Development is a "joint creation" of Sauk Valley College and the Sauk Valley Area Council for Economic Development. This program provides workshops, customized job training and training grant assistance. The purpose of the Center is to promote the "economic health" of the region--a region where unemployment has remained approximately 14 percent during much of recent history.

Another innovative program to promote economic health is the New Business Development Incubator project which utilizes a large "warehouse" type campus building to be used for embryonic businesses. The college not only provides building space, but managerial and technical assistance to develop training for workers. However, Sauk Valley has not yet devised an identifying system for the programs offered or the training devised. Inasmuch as the experiment is relatively new, however, this should not be viewed as a weakness. The program's success is that it is assisting in the creation of jobs. Another major advantage is that instruction is immediately available.

Three assistant deans supervise the operations of the instructional

programs. These assistant deans serve the Division of Arts, Social Sciences, and Physical Education; the Division of Business Technology and Natural Science; and the Division of Health and Community and Extended Services. Key organizational committees which appear to be functional are the Curriculum Committee, the Instructional Standards Committee, and the Staff Development Committee. Committee members appear to understand the function and the operations of the committee responsibility, and there is evidence that the committees are operational and rendering services germane to the mission and goals of the college. Evidence of their function is cited in the Self-Study and confirmed by team members' interviews with members of various committees.

Members of the faculty and administration are performing their respective responsibilities effectively and have considerable experience in the respective positions held. Even in areas of instruction where faculty have assumed new or complementary teaching assignments, there is evidence that suggests additional training has been achieved or released time for development has been granted. Instructional load appears to be reasonable. However, the number of faculty preparations needs examination, particularly in one-person departments and vocational areas.

The assistant deans are involved in the review of credentials and interviewing of applicants for teaching positions. There is documentation available in decentralized personnel files and data forms that suggests an effort has been made to find instructors prepared in their fields with master's degrees whenever possible.

In some cases, especially in the technical/occupational areas, actual work experience is considered. The same standards are applied for selection of faculty for continuing education and regular instructional

programs.

The standards for awarding credit to students in continuing education outreach centers are the same as those used for students in on-campus programs.

In the programs taught both on- and off-campus, the faculty members provide instructional methods consistent with the college mission and appropriate to the student clientele. However, there doesn't seem to be much variety in the delivery systems at the outreach centers (e.g., talk back TV, audio-visual and library skills support services, and tutorial and counseling assistance).

One of the stated goals of Sauk Valley College is to provide non-traditional formats of instruction. A good example can be found in the college's extensive program for senior citizens.

The Assistant Dean for the Division of Health and Community and Extended Services plans to take another look at what additional innovation might now be possible since the college has passed the tax levy referendum. In any event, the college needs to measure what is presently being done, and examine results including cost ratios. Also, new ideas, such as weekend college, alternate scheduling for non-traditional students, as well as specialized non-credit activities, need to be considered.

The same hiring practices and procedures are used for part-time and full-time faculty. In fact, some of the regular full-time faculty actually teach in the outreach programs.

Credit courses offered at locations other than the main campus carry the same course number, represent the same course content, and require the same level of performance as those programs and courses on-campus.

All part-time faculty are given an orientation and are expected to be familiar with college policies and procedures.

The institution monitors the quality of the extension programs through the appropriate assistant dean's office. The centers are coordinated by a part-time employee who surveys the needs and recommends appropriate schedule offerings. The Assistant Dean, Division of Health and Community and Extended Services, works with the other instructional administrators in the areas of staffing and evaluation.

The college is also involved in a community lecture series and cultural outreach programs on a small scale. Of course, one impediment to a larger program is that the college has no auditorium larger than a 250-seat theater.

b. Instructional Support

The Learning Resource Center is an asset to the college. A book collection of approximately 40 thousand volumes is complemented by realia and media that are more than adequate for this institution. The Learning Resource Center is adequately staffed with concerned and dedicated library and media specialists. Their workload appears to be reasonable and effective. The Center is adequate but plans do need to be made for future expansion. The budgetary plan appears reasonable. The planned acquisition of a main-frame computer should enhance considerably both budgetary and acquisition functions.

The library checkout system is adequate, but serious consideration should be given to a library security system. Volume losses do not need to be many for the system to pay for itself in terms of documentation and professional time.

The Academic Skills Center is well staffed and the staff exhibits

real concern for the needs of students. Given the need for improvement of reading skills, the courses and programs are of substantive value to the progress of the academic life. There is need for integration of this program with other areas. At the same time, plans need to be developed and set in motion for the updating of reading equipment or redefinition of materials.

The instructional programs are appropriate to the mission and goals of the institution. Teaching methods observed indicate that learning is student-centered and personal. There is, however, a very real morale problem perceived by many faculty members that relates to communication and leadership--i.e., listening and responding. The primacy of teaching/learning needs to be elevated in perception and priority. Areas of liberal arts or foundation courses not only need to be nurtured, but bold and creative enhancement, such as that found in the Incubator Program and the Center for Business and Economic Development, needs to be encouraged and supported.

To be sure, the institution has come through a painful period of retrenchment. The healing process should be one of encouragement and support. A team effort is needed to give the curriculum a fresh vitality and direction for the future. Nowhere is leadership and communication more important than in the classroom--between teacher and student. To this end, every teacher and administrator must be dedicated. In written communiques, in reports and in meetings, the North Central team sensed urgency and desire to be about the profession of teaching and all that entails. College personnel have an excellent opportunity to become a team, to define institutional priorities and move forward cooperatively toward their realization.

c. Student Services and Student Accomplishments

The Dean of Student Services is in charge of the total student services' program and reports to the President. In 1981-82, admissions and records was reassigned to the Dean. His other areas of responsibility include counseling, orientation, academic advisement, testing and assessment, Title XX Special Project, handicapped services, student activities, articulation and recruitment, financial aids, veterans' affairs, child care facilities, career planning and placement, adult re-entry resource center, Indochinese Refugee Project, Dislocated Worker Program, health services, athletics, and parking. Although this is a heavy assignment, the responsibilities are shared with a staff of 29 plus, to which the Dean gives support and credit. These include counselors, coordinators, directors, and coaches.

A strength of the division is its student centeredness and willingness to be innovative.

The Student Senate has been revitalized and consists of nine students, each elected from the various divisions. They are dedicated and enthusiastic and take their responsibilities seriously.

Other student activities include various clubs and sponsored activities.

The financial aid program includes GSL, state and local scholarships, work-study programs, and grants in aid.

A study of the placement function shows that 94 percent of the college graduates of career programs are placed in a job related to their courses of study. In addition, feedback from upper division institutions indicates that former Sauk Valley students compare quite favorably with those from other Illinois community colleges, and indeed with students

who took their lower division work at a four-year school. The college placement office function is shared with the local Employment Security Division in order to minimize duplication of effort.

Student records will need special attention in order to become more efficient. This comment is not intended to be negative, but rather indicates a need to computerize a very important function of the college. This will allow the college to concentrate on records retention and student information analyses.

On-campus emergency health services are coordinated by the Dean's office. A first-aid room is available with trained staff available to administer first-aid as needed.

An anomaly to the office is the parking function. It stands out in the organization chart and may be just one more responsibility that diverts the staff from the real job of serving students.

The Dean and his staff are very involved in various special grant projects. These include the Dislocated Workers Program, JTPA Program, and the Indochinese Program. As an outside observer, there seems to be a fair amount of overlapping (and maybe duplication) with some of these programs and those responsibilities assigned to the Director of the Center for Business and Economic Development, the Assistant Dean, Division of Business, Technology, and Natural Science (training effort), and the Assistant Dean, Division of Health and Community and Extended Services. None of the administrators involved voiced any concerns but rather emphasized the excellent working relationships among and between the various job areas.

The Dean of Students and his staff were able to articulate evidence of planning for the future and can demonstrate efforts made by the

Student Services' staff to accomplish stated goals. The resources for the unit seemed to be in balance with the allocations to other units of the college. Perhaps, however, the strongest evidence that the area is functioning effectively is the satisfaction the students express with their educational environment.

The strengths of the division are a committed, hard-working staff, demonstrated innovation, student recognition, and evidence of a committed team effort.

A challenge to the area is not to become so diverse that stated goals cannot be achieved, and not to lose sight of some of the challenges identified in the institutional Self-Study.

An excellent relationship exists between instruction and student services.

On a closing note, the parking staff responsibility does not seem an appropriate responsibility for the Dean of Student Services and might be more appropriately placed in buildings and grounds or maintenance.

d. Community/Public Relations

The Director of Public Information reports directly to the President of Sauk Valley College, and he wears a number of hats. These include supervising the Information Center, the office support service for faculty, as well as maintaining public and media relations and overseeing college publications. The function of this office is staff, and its activities seem campus-bound. Outreach is handled by the President.

The Director oversees the development, coordination, and publication of all brochures, catalogues, news releases, and college public statements. Presently, a college viewbook is being developed.

The support and help from community leaders is a strong indication

of the college's position and demonstrates the impact on the service area. Sauk Valley College's efforts in the areas of economic development, cultural events (though limited), and special training and retraining efforts point to an excellent relationship and understanding of Sauk Valley's role in the community.

To improve these efforts, common college goals must be developed, understood, and communicated within the college to the students, and to the communities the college serves.

Also, college publications and media coverage should reflect these goals; in fact, specific publication outcomes might better serve the college objectives (including a marketing plan or theme) and provide an opportunity to measure results.

2. Conclusion: In the opinion of the visiting team members, Sauk Valley College is accomplishing its purposes.

D. Future Prospects: Can the institution continue to accomplish its purposes?

The visiting team offers the following analysis of the institution's future prospects:

1. Planning and Development/Institutional Research

Planning as a formal process across the institution is not taking place at Sauk Valley College. Apparently the most significant step toward planning is the institutional Self-Study and the local plan for vocational education (which is, of course, specialized).

During the past four years, development at Sauk Valley has taken place because of strong administrative leadership which gives the institution a sense of direction for the short term.

There is some awareness at the institution of the need for a systematic planning process and product. A great deal of education and effort toward this end needs to take place and has begun under the leadership of the Director of Planning and Resource Development. It is critical that Sauk Valley College institute a college-wide planning effort. The college has begun to collect and disseminate some institutional data which will assist the planning effort. The mission and purpose of the institution are translated into detailed objectives in the self-study document, but this document is only a first step in the direction of effective institutional planning.

There seems to be recognition by some administrators and faculty that the planning process must relate directly to the development of the annual budget and marketing efforts. However, at present, this is not a structured, coordinated process. As it develops its planning strategy, Sauk Valley should carefully consider what results it wants from the planning process, and who should be involved. This team believes the president should make sure all constituency groups are represented.

A focus on outcomes should help to ensure that the process doesn't become mired in endless committee meetings and thus remain ineffectual and nonproductive. The implementation of a planning process should provide opportunity to review the mission of the institution on a periodic basis.

The lack of systematic planning and an adequate data base has already been noted. A greater focus on student intent and enrollment reports, as well as student follow-up studies, should help generate specific goals to address the declining enrollment trend and help to identify new markets.

While Sauk Valley College has viewed the self-study process as a method of identifying areas of strength and concern, and has involved a variety of personnel in the self-study, there is little evidence that comprehensive planning is well understood or that it is an on-going institutional activity. In summary, the team believes it is essential that a planning system be implemented that includes all facets of the institution, and that it be actively supported by the president of the college.

2. Summary of Strengths and Concerns

a. Strengths

1. The college has made a serious effort to address the concerns expressed in the previous team report and has made considerable progress.
2. The college has excellent campus facilities, well equipped, well maintained, and adequate to support current program offerings.
3. Administrative, faculty, and classified personnel are well qualified by training and experience for their respective positions.
4. The institution's programs seem to be suited to currently identified constituency needs.
5. The college's mission is consistently stated in institutional literature, and appears to be well understood and supported by college personnel and by the community.
6. The college enjoys widespread community support as evidenced in the recently approved tax levy increase referendum.
7. Thanks in large measure to the recent voter approval of the tax increase, the college is in considerably better financial condition than it has been in recent history.

8. Students have a very positive attitude toward Sauk Valley College, and evidence indicates that they are receiving excellent counseling and instruction.
9. Members of the Board of Trustees are outstanding community leaders who are very supportive of the college and college administration.
10. The college is highly regarded by the Illinois Community College Board for Community Colleges.
11. Faculty, students, and classified staff are very supportive of the college.
12. The college has shown significant initiative in reaching out to and with its community. The incubation center could become a national model, if a significant number of its programs are successful.

b. Concerns

1. Though significant strides have been made in addressing previously identified concerns, e.g., the college's precarious financial condition, present visiting team members find little evidence that anything like an institutional consensus exists regarding the future course and direction of the college. This we see as the single greatest concern regarding the present status of the college. Planning, establishing jointly agreed-upon goals and priorities to chart the future course of the college is imperative. Specifically, a plan must be developed which will include curriculum, resource allocation, utilization of facilities, staff development, marketing, and publicity. Ways and means must be found to implement this objective.
2. Though administrative and faculty personnel express a common desire to share ideas and work and plan cooperatively, evidence suggests

there is much room for improvement in this area. If the college is to achieve its potential, this problem must be corrected.

3. The recent trend toward a progressively declining enrollment is a major concern for visiting team members, as it must be for the institution. High priority must be given to at least stabilizing if not increasing enrollment.
4. A major concern expressed in a previous team report was a somewhat irregular administrative structure. The present team is aware that this concern has been addressed and that considerable progress has resulted. However, in the opinion of the current visiting team members, there are still too many anomalies--such as librarians reporting to the dean of instruction, four closely-related staff positions reporting directly to the president, grant responsibilities scattered throughout the institution, et cetera. We believe additional improvement can be made which will result in improved communication and increased efficiency, and urge that further correctional measures be taken.

2. Conclusion: In the opinion of the visiting team, Sauk Valley College can continue to accomplish its purposes.

V. Team Accreditation Recommendations and Rationale

The team's recommendations for action, including its recommendation to continue the accreditation of Sauk Valley College, are shown on the attached Statement of Affiliation Status worksheet. The team's reasons for its recommendations are that Sauk Valley College currently meets North Central's general requirements and evaluative criteria, and, in the opinion of the evaluation team members, will continue to do so during the period recommended for continued accreditation. However, the college

lacks a shared understanding of its future agenda and priorities and seriously needs to develop a plan; therefore, the team recommends that a progress report on institutional planning be submitted to the Commission on Higher Education by July 1, 1987.

WORKSHEET FOR STATEMENT OF AFFILIATION STATUS

INSTITUTION: SAUK VALLEY COLLEGE
Dixon, Illinois 61021

TYPE OF REVIEW: A comprehensive evaluation for continued accreditation
at the Associate's (arts and sciences curricula and
vocational-technical curricula) degree-granting level.

DATE OF THIS REVIEW: March 18-20, 1985

DATE OF SAS: June 23, 1980

COMMISSION ACTION:

CONTROL: Sauk Valley College is a public institution.

Institution Recommended Wording: NO CHANGE

Team Recommended Wording: NO CHANGE

STATUS: Sauk Valley College is accredited by the Commission on
Institutions of Higher Education of the North Central
Association of Colleges and Schools.

Institution Recommended Wording: NO CHANGE

Team Recommended Wording: NO CHANGE

EDUCATIONAL
PROGRAMS:

The College offers programs leading to Certificates,
and the Associate's (arts and sciences curricula and
vocational-technical curricula) degree. It also
offers credit and non-credit courses not part of these
programs.

Institution Recommended Wording: NO CHANGE

Team Recommended Wording: NO CHANGE

LOCATIONS: The College's programs are offered at its campus in
Dixon, Illinois. It also offers credit and non-credit
courses at various sites within the district.

Institution Recommended Wording: NO CHANGE

Team Recommended Wording: NO CHANGE

STIPULATIONS: None.

Institution Recommended Wording: NO CHANGE

Team Recommended Wording: NO CHANGE

REPORTS REQUIRED: None.

Team Recommended Wording: Sauk Valley College is required to
submit a progress report on institutional planning to the
Commission on Institutions of Higher Education by July 1,
1987.

FOCUSED
EVALUATIONS: None.

Team Recommended Wording: NO CHANGE

COMPREHENSIVE
EVALUATIONS: Sauk Valley College's most recent comprehensive
evaluation occurred in 1979-1980. Its next
comprehensive evaluation is scheduled for 1984-1985.

Team Recommended Wording: Sauk Valley College's most recent
comprehensive evaluation occurred in 1984-85. Its next
comprehensive evaluation is scheduled for 1991-92.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 20, 1985

MEMORANDUM

TO: Dr. Garner

FROM: Karen Shapton



SUBJECT: Staff Development Funds

Attached is a chart describing the various sources of staff development funding available to college staff for FY 1986. You will note that the levels of funding are really quite generous. It will be one of my major goals, and that of the Staff Development Committee, to create a comprehensive and well integrated staff development program which provides a variety of opportunities for all members of the staff. Institutional staff development programming will focus on needs identified during the North Central self-study process and from the college planning process. Staff development at the departmental level encompasses needs identified by individual faculty members and administrators.

STAFF DEVELOPMENT FUNDING - FY 1986

<u>SOURCE</u>	<u>TARGET GROUP</u>	<u>AMOUNT</u>	<u>ACTIVITIES</u>
DAVTE Quality Assistance Plan (grant)	Vocational/Technical Faculty and Administrator	\$6,000 (pending)	Conferences and meetings - registration and travel
Adult Education grants	Adult basic, adult secondary faculty, administrator and support staff	\$1,697 (pending)	Conferences and meetings - registration and travel. Required as part of the grant.
ICCB Advanced Technology Equipment Grant	Faculty, administrators in Data Processing, CAD	\$7,740	Orientation and training for new IBM computer and CAD
ICCB Economic Development Grant	Center Director, faculty	\$ 650 1,500	Staff development Conferences and meetings
College budget - Department budgets	Faculty	\$20905 (approx \$200 per person)	Conferences and meetings - registration and travel
College budget - Assistant Dean budgets	Faculty	Approx. \$50 per person discretionary	Conferences and meetings
College budget - Administrative budgets	Administrators Classified	\$19,870 (est.)	Conferences and meetings - registration and travel (Does not include President - \$8100; Data Center - \$7,000)

<u>SOURCE</u>	<u>TARGET GROUP</u>	<u>AMOUNT</u>	<u>ACTIVITIES</u>
College budget - Board of Trustees	Board of Trustees	\$3,000	Conferences and meetings - registration and travel
College budget - In-Service Training	Faculty Administrators Classified	\$7,500	Conferences and meetings - registration and travel Seminars, speakers on campus Plant tours Visits to other colleges, institutions

Total funding for conferences, meetings, travel, and other staff development activities:\$86,862

TREASURER'S REPORT

April 30, 1985

EDUCATION FUND

Balance on Hand March 31, 1985 \$ 167,516.71

Receipts:

Back Taxes	601.34	
Charge-Back Revenue	672.84	
Voc. Ed. Reg. Reimb.	32,849.45	
Deferred Pers. Prop. Tax		
Replacement	37,389.92	
Federal Work Study	24,188.93	
Spring Tuition	135,000.00	
Graduation Fees	635.50	
Transcript Fees	64.00	
Other Revenue	7,271.22	
Expenditure Credits	<u>3,814.32</u>	<u>242,487.52</u>

Total Available \$ 410,004.23

Disbursements:

Expenses for April 372,375.51

Balance on Hand April 30, 1985 \$ 37,628.72

BUILDING FUND

Balance on Hand March 31, 1985 \$ 8,170.92

Receipts:

Back Taxes	150.33	
Deferred Pers. Prop. Tax	9,347.48	
Other Revenue	140.00	
Expenditure Credits	<u>26.24</u>	<u>9,664.05</u>

Total Available \$ 17,834.97

Disbursements:

Expenses for April 19,854.50

Balance on Hand April 30, 1985 \$ (2,019.53)

ITE AND CONSTRUCTION FUND

Balance on Hand March 31, 1985 \$ 34,357.72

Receipts:

Interest on Investments 12,502.50

Total Available \$ 46,860.22

Disbursements:

Expenses for April 6,858.90

Balance on Hand April 30, 1985 \$ 40,001.32

BOND AND INTEREST #1

Balance on Hand March 31, 1985 \$ 79,646.05

Receipts:

Back Taxes 153.34

Interest on Investments 557.01 710.35

Total Available \$ 80,356.40

Disbursements:

-0-

Balance on Hand April 30, 1985 \$ 80,356.40

WORKING CASH FUND

Balance on Hand March 31, 1985 \$ 28,224.93

Receipts:

Investments 150,000.00

Interest on Investments 10,637.95 160,637.95

Total Available \$ 188,862.88

Disbursements:

Loan to Educ. Fund 150,000.00

Balance on Hand April 30, 1985 \$ 38,862.88

WORKING CASH FUND

Balance on Hand March 31, 1985 \$ 87,730.92

Receipts:

Back Taxes	45.60	
Interest Income	550.42	
Expenditure Credits	<u>271.14</u>	<u>867.16</u>

Total Available \$ 88,598.08

Disbursements:

Expenses for April 10,715.26

Balance on Hand April 30, 1985 \$ 77,882.82

* * * * *

FUNDS INVESTED

Central National Bank	S & C and Working Cash	Variable	\$ 748,975.15
Farmers National Bank	S & C	10.75 4-19-85	112,460.19
Dixon National Bank	S & C	9.25 5-27-85	306,087.08
Farmers National Bank	S & C	8.75 8-19-85	105,000.00
First National Bank	S & C	8.61 10-1-85	75,000.00
First National Bank	S & C	8.40 9-3-85	117,000.34
Rock Falls National Bank	B & I #1	9.00 5-28-85	275,582.66
Rock Falls National Bank	B & I #1	9.25 5-30-85	146,000.00
Dixon National Bank	Working Cash	8.90 6-29-85	250,000.00
Rock Falls National Bank	Working Cash	Variable	899,000.00
Dixon National Bank	Working Cash	8.90 7-4-85	<u>180,000.00</u>

Total Invested \$3,215,105.42

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 4/30/85

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

ASSETS:

Cash in Bank	\$5,720.00
Notes Receivable	<u>1,939.10</u>
	<u>\$7,659.10</u>

LIABILITIES & NET WORTH:

Fund Equity	\$8,108.68
Net Loss	<u>(449.58)</u>
	<u>\$7,659.10</u>

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

INCOME:

Interest Income	\$340.80
Bad Debts Repaid	422.00
Contribution Income	<u>75.00</u>
	\$ 837.80

EXPENSES:

Bad Debts	\$1,287.38
-----------------	------------

<u>NET LOSS</u>	<u>\$ (449.58)</u>
-----------------------	--------------------

SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUNDS

Period Ending April 30, 1985

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

Cash on Hand\$ 38,078.32	
Workstudy Awards Receivable from Fed. Gov. 1984-85	6,400.00	
Workstudy Awards Capital 1984-85		\$170,658.00
Workstudy Awards Paid 1984-85.	145,670.35	
E.O.G. Awards Receivable from Fed. Gov. 1984-85.	29,228.82	
Initial E.O.G. Awards Capital 1984-85.		33,292.00
Initial E.O.G. Awards Paid 1984-85	18,924.75	
Renewal E.O.G. Awards Capital 1984-85.		27,049.00
Renewal E.O.G. Awards Paid 1984-85	15,756.50	
PELL Grant Awards Receivable from Fed. Gov. 1984-85.	(47,067.24)	
PELL Grant Awards Capital 1984-85.		490,505.00
PELL Grant Awards Paid 1984-85	503,971.33	
Inactive Federal Grants.	10,541.17	
	<u>\$721,504.00</u>	<u>\$721,504.00</u>

SAUK VALLEY COLLEGE
RESTRICTED PURPOSES FUND

April 30, 1985

Balance on Hand - April 1, 1985	\$ 375,676.21
April Receipts	150,323.57
Void Check #3561 issued 12/4/84	40.00
Void Check #4070 issued 1/31/85	17.03
Cash Over - 4/24/85 deposit	7.00
TOTAL FUNDS AVAILABLE DURING APRIL, 1985	\$ 526,063.81
Cash Disbursements - April, 1985	220,364.57
Balance on Hand - April 30, 1985	<u>\$ 305,699.24</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

Comprehensive Fee Income	\$ 25,069.37
Athletic Income	668.00
Drama Income	
Student Activity Income	1,874.25
Student Newspaper Income	
Film Income	
Cash Over & Under	(59.86)
Other Income - Student Activity Only	908.46
TOTAL INCOME	<u>\$ 28,460.22</u>

	<u>BUDGET</u>	<u>EXPENSE</u>	
Athletic Expense	\$17,575.	\$13,940.66	
Cheerleader & Pom Pon Squad	850.	753.72	
Speech Activities & Readers Theatre	1,000.	1,338.34	
Drama Expense	1,000.	179.38	
Music Expense	3,900.	2,519.84	
Student Activity Expense	14,980.	9,338.52	
Student Newspaper Expense	1,000.	-0-	
Student Senate Expense	2,800.	2,473.52	
Womens Intercollegiate Expense	12,445.	10,696.93	
Intramurals - Coed	50.	-0-	
SVC Clubs	500.	-0-	
Film Commission	800.	246.00	
Contingency Expense/Equipment	-0-	-0-	
Contingencies/Non-Budgeted	200.	-0-	
	<u>\$57,100</u>	TOTAL EXPENSE	<u>\$ 41,486.91</u>
Excess of Expenditures Over Revenue, as of April 30, 1985			<u>\$ (13,026.69)</u>

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

<u>ASSETS</u>		<u>REVOLVING AGENCY FUND LIABILITIES</u>	<u>AMOUNT</u>
Cash in Bank	\$305,699.24	Due Educational Fund	\$ 1,309.00
Petty Cash	775.00	Due Building Fund	2,095.39
Accounts Rec.	139,013.24	Due Student Loan Fund	278.11
Investments	100,000.00	Due Bookstore	-0-
		Out of District Fees	160.20
		Student Tuition	280,327.00
		Lab Fees	14,742.80
		Tuition Refunds	(18,951.40)
		Lab Fee Refunds	(452.80)
			\$279,508.30

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$ 124.65	
Parking	3,678.22	
Recreation Room Fund	13,359.74	
Student Locker Fund	670.90	
Land Lab	8,741.24	
Community Services	1,734.87	
Photography Supplies	24.86	
Collegiate Choir	499.18	
LPN Supplies	536.51	
LRC Contributions	883.71	
JTPA - CAED Grant	(2,006.86)	
Nursing Uniforms	-0-	
Indochinese Grant - FY 85	(4,984.48)	
Indochinese Sewing - FY 85	(3,396.39)	
HITS Grant	627.99	
1984-85 Disadvantaged Grant	17,033.93	
JTPA - Classroom Trng. - SDA-4	(100.00)	
Disadvantaged & Handicapped Gt.	(11,852.78)	
DAVTE Quality Assistance Grant	(2,975.36)	
Econ. Dev. Grant II	11,797.36	
Humanities Grant	90.85	
Miscellaneous Account	1,570.00	
Econ. Dev. Gt. - Income FY 85	38,982.71	
Econ. Dev. Gt. Expense FY 85	(38,437.08)	
Student Clubs	2,585.56	
Adult Learning Book Charges	2,891.34	
SJ Foundation	(43.71)	
Community Theatre	48.40	
College Van	1,921.15	
Friends of SVC	(1,779.39)	
V.I.P. & Career Planning Program	799.59	
Student Serv./Special Projects	125,538.46	
DCC/Income FY 85	267,133.20	
DCC/Expenses FY 85	(157,341.45)	
Vocational Exploration Program	9.11	
Project Careers - FY 85	(2,302.48)	
Sauk Valley Arts Council	(18.54)	
Pre-Employment Skills Trng.	(1,872.75)	
Classroom Trng. - Heating/Refrig.	(8,812.60)	
Classroom Trng. - Word Proc.	(3,951.65)	
		\$261,408.01

FUND EQUITY

July 1, 1984	\$ 17,597.86	
Excess of Expenditures Over Revenue, as of April 30, 1985	(13,026.69)	\$ 4,571.17

TOTAL ASSETS \$545,487.48

TOTAL LIABILITIES & NET WORTH

\$545,487.48

BILLS PAYABLEMay 20, 1985EDUCATIONAL FUND

0-000-545	VOID CHECK #5015 written April			\$	- 5.00
7-000-593	VOID CHECK #5008 written April				-1,545.35
2-000-534	PRUDENT MAN ANALYSIS INC.	Service	5098		190.00
	SVC PAYROLL FUND	4-30-85 Payroll	5099		125,331.84
7-000-593	JOLIET JUNIOR COLLEGE	Charge Back	5100		1,470.64
2-000-539	ST. LOUIS UNIV. MEDICAL CENTER	Conference	5101		500.00
0-812-550	CASCIO SCHOOL OF COMPUTER TECH.	Conf. reg.	5102		150.00
2-000-52	PRUDENTIAL	Addtl. to ck. #5091-April	5103		3.30
0-000-541.03	ASSN. OF IRON & STEEL ENGINEERS	Supplies	5104		50.00
0-000-545	LAW ENFORCEMENT LEGAL DEFENSE MANUAL	Book	5105		27.50
0-814-513.02	SWEDISH AMERICAN HOSPITAL	Rad. Tech. Training	5106		100.00
2-000-544.02	POSTMASTER	Postage meter	5107		9,600.00
6-000-575	CENTRAL TELEPHONE CO.	Service	5108		3,143.51
					<hr/>
					\$139,016.44

0.000,541.01	AACJC PUBLICATION SALES	SUPPLIES	5,109	20.00
4,300,541.02	ACE HARDWARE	SUPPLIES	5,110	28.70
0.000,544.01	ACTIVISION AIDS INC	SUPPLIES	5,111	547.65
4,300,541.02	ALENCO TOOL SUPPLY	SUPPLIES	5,112	89.92
0.000,541.03	AMERICAN LIBRARY ASSN	SUPPLIES	5,113	45.21
0.000,545.00	BAKER & TAYLOR CO	BOOKS	5,114	382.18
	VOID CHECK		5,115	.00
0.000,545.00	BAKER & TAYLOR CO	BOOKS	5,116	505.30
0.000,545.00	BARNES & NOBLE	BOOKS	5,117	30.67
2.000,539.00	EDWARD BEATTY	TRAVEL	5,118	25.00
0.000,544.01	DICK BLICK	SUPPLIES	5,119	89.17
2,600,541.02	CAROLINA BIOL SUPPLY	SUPPLIES	5,120	43.95
0.000,541.03	CATALOG CARD CORP	SUPPLIES	5,121	520.00
2.000,539.00	JEAN COGDALL	SYMP DAY	5,122	28.20
0,711,541.02	COMMUNITY GENERAL HOSPITAL	SUPPLIES	5,123	133.33
0,711,541.02	COOPER BIOMEDICAL	SUPPLIES	5,124	59.84
8,000,549.00	COPPINS LETTER SHOP	PINNING INVITATIONS	5,125	112.00
0,811,550.00	DORIS COX	TRAVEL	5,126	32.60
2.000,539.00	ROBERT CROUSE	SYMP DAY	5,127	55.70
1.000,550.00	CAROL CULLUM	TRAVEL	5,128	34.20
0,300,541.02	CURRICULUM PUBLICATIONS	SUPPLIES 6.00		
0,815,541.02	X X	73.70	5,129	79.70
	VOID CHECK		5,130	.00
	VOID CHECK		5,131	.00
	VOID CHECK		5,132	.00
	VOID CHECK		5,133	.00
	SVC PAYROLL FUND	5-15-85 Payroll	5,134	125,093.85

0.000,534.00	MELVIN DAHLQUIST	REPAIRS	5,135	236.30
0.300,541.02	DANA CORPORATION	SUPPLIES	5,136	175.00
0.810,547.00	THE DENVER POST	ADS	5,137	133.00
0.000,554.00	DETROIT FREE PRESS INC	RECRUITMENT	5,138	319.04
0.100,534.00	DICTAPHONE CORP	SERVICE	5,139	128.60
0.000,534.00	R K DIXON CO	MAINT	5,140	162.23
0.300,541.02	DIXON GARAGE SUPPLY	SUPPLIES	5,141	105.78
0.000,541.02	DOT PASTEPUP SUPPLY CO	SUPPLIES	5,142	13.60
0.810,547.00	DOTY STUDIO	SUPPLIES	5,143	100.00
0.300,534.00	DYNAPATH SYSTEMS	MAINT CONTR	5,144	1,526.75
0.300,534.00	DIESEL INJECTION SERVICE	SUPPLIES 689.16		
0.300,541.02	X X	CREDIT (147.60)	5,145	541.56
0.000,550.00	EMERALD HILL	MEETING	5,146	225.85
0.600,541.02	FISHER SCIENTIFIC CO	SUPPLIES	5,147	109.40
0.813,541.02	FOREIGN POLICY ASSOC	SUPPLIES	5,148	2.00
0.818,550.00	DONALD FOSTER	TRAVEL	5,149	155.40
0.000,534.00	FYR FYTER INC	SERVICE	5,150	926.50
0.000,541.01	GP TECHNOLOGIES INC	SUPPLIES	5,151	34.95
0.000,541.02	HAL GARNER	SUPPLIES 29.47		
0.000,550.00	X X	TRAVEL 1105.82		
0.000,559.00	X X	300.00	5,152	1,435.29
0.810,550.00	RALPH GELANDER	TRAVEL	5,153	50.80
0.813,541.02	GREAT DECISIONS COORDINATOR	SUPPLIES	5,154	7.00
0.812,550.00	RONALD HAPPACH	TRAVEL	5,155	26.60
0.812,550.00	TOM HARDING	TRAVEL	5,156	37.00
0.711,541.02	HASKELLS	SUPPLIES 21.56		
0.712,541.02	X X	21.56		
0.713,541.02	X X	21.56		
0.714,541.02	X X	21.57		
0.800,542.00	X X	67.32		
0.000,541.01	X X	49.50		
0.000,541.01	X X	482.32		
0.000,585.00	X X	194.20	5,157	879.59
0.000,541.03	HECKMAN BINDERY	SUPPLIES	5,158	80.00
0.000,544.01	HIGHSMITH CO INC	SUPPLIES	5,159	552.51
0.813,550.00	RICHARD J HOLTAM	TRAVEL	5,160	84.60
0.000,550.00	MICHAEL HUSTAD	TRAVEL	5,161	43.60
0.000,537.00	I B M	SERVICE 136.80		
0.000,562.00	X	EQUIP RENTAL 226.50	5,162	363.30
0.000,550.00	I C C T A	TRAVEL	5,163	40.00
0.000,575.00	ILL BELL TELEPHONE CO	SERVICE	5,164	211.94
0.000,549.00	JOSTENS	SUPPLIES	5,165	50.04
0.300,541.02	K MART	SUPPLIES	5,166	7.97
0.712,541.02	KENDALL HUNT PUBL CO	SUPPLIES	5,167	67.00
0.316,541.02	KENT STATE UNIV	SUPPLIES	5,168	95.4
0.000,539.00	KATHRYN LILLYMAN	SYMP DAY	5,169	5.00
0.000,550.00	CAROL LINTON	TRAVEL	5,170	16.20
0.000,539.00	ROBERT LOGEMANN	SYMP DAY	5,171	43.80
0.600,541.02	LUKAS MICROSCOPE SERV	SUPPLIES	5,172	15.23
0.000,544.01	3 M	SUPPLIES	5,173	978.78
0.000,550.00	RONALD MARLIER	TRAVEL	5,174	25.60
0.000,539.00	JERRY MATHIS	SYMP DAY	5,175	29.00

000,534.00	DAVID MAYES	SEWAGE TESTING	5,176	190.00
300,541.02	MEANS SERVICES	SUPPLIES	5,177	10.02
000,545.00	MEDCOM INC	BOOKS	5,178	121.30
000,539.00	JOAN MELVIN	SYMP DAY	5,179	58.40
000,550.00	DUANE MONTE	TRAVEL 44.80		
000,539.00	X X	SYMP DAY 5.00	5,180	49.80
000,534.00	MONTGOMERY ELEVATOR CO	SERVICE CONTR	5,181	469.96
800,542.00	MULTIGRAPHICS	SUPPLIES	5,182	185.20
000,562.00	N C R CORP	EQUIP RENTAL	5,183	9,252.53
000,534.00	NATIONAL COMPUTER SYSTEMS	MAINT CONTR	5,184	199.00
000,541.01	NATIONAL DATA PRODUCTS	SUPPLIES	5,185	155.15
814,541.01	NATIONAL LEAGUE FOR NURSING	SUPPLIES	5,186	21.65
000,541.01	NATIONAL MARKET REPORTS INC	SUBSCR	5,187	37.00
316,541.02	NORTHERN ILL UNIV	SUPPLIES	5,188	13.20
711,550.00	HAROLD NELSON	TRAVEL	5,189	85.60
			5,190	
000,571.00	NORTHERN ILL GAS CO	SERVICE	5,191	5,797.80
000,571.00	NORTHERN ILL GAS CO	SERVICE	5,192	104.24
000,550.00	DUANE PAULSEN	TRAVEL	5,193	20.60
000,585.00	PRATT AUDIO VISUAL	EQUIPMENT	5,194	1,494.00
000,541.01	THE PRINT SHOP	SUPPLIES	5,195	83.00
300,541.02	P & W SUPPLY CO	SUPPLIES	5,196	81.67
300,541.02	RADIO ELECTRONICS	SUBSCR	5,197	26.00
000,534.00	ROCK VALLEY DISPOSAL	SERVICES	5,198	304.20
100,541.02	SVC BOOKSTORE	SUPPLIES 15.15		
300,541.02	X X	14.69		
400,541.02	X X	28.77		
500,541.02	X X	1.95		
511,541.02	X X	4.24		
600,541.02	X X	32.98		
715,541.02	X X	.68		
800,541.02	X X	2.24		
812,541.01	X X	4.61		
813,541.02	X X	8.47		
815,541.02	X X	1.61		
818,541.01	X X	7.50		
000,544.01	X X	46.20		
000,541.01	X X	5.86		
000,541.01	X X	1.53		
000,541.01	X X	13.50		
000,541.01	X X	44.07	5,199	234.05
300,541.02	SVC BUILDING FUND	SUPPLIES	5,200	5.56
000,541.02	SVC RESTR PURP FUND	USE OF VAN	5,201	68.50
711,541.02	SBM EQUIPMENT CENTER	SUPPLIES 7.50		
712,541.02	X X	7.50		
713,541.02	X X	7.50		
714,541.02	X X	7.50		
000,541.01	X X	14.70		
000,541.02	X X	9.99	5,202	54.62
000,550.00	JOHN SAGMOE	TRAVEL	5,203	32.20
000,554.00	ST LOUIS POST DISPATCH	RECRUITMENT	5,204	166.32
000,539.00	MICHAEL SEGUIN	SYMP DAY	5,205	16.00

000,556.00	SERVOMATION CORP	STAFF MEETING	18.00		
000,550.00	X X	BOARD MEETING	92.00	5,206	110.00
000,550.00	KAREN SHAPTON	TRAVEL		5,207	56.40
714,550.00	STANLEY SHIPPET	TRAVEL		5,208	263.52
000,541.01	SLAGLE PRINTING CO	SUPPLIES		5,209	90.00
000,544.01	STERLING CAMERA CENTER	SUPPLIES		5,210	11.69
310,538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY		5,211	6,648.48
000,556.00	SWARTLEYS	FLOWERS		5,212	20.00
500,541.02	TELSTAR	SUPPLIES		5,213	349.95
000,550.00	ROBERT THOMAS	TRAVEL		5,214	79.70
000,593.00	TRITON COMM COLLEGE	CHARGE BACK		5,215	130.56
000,541.01	UARCO INC	SUPPLIES		5,216	756.16
100,534.00	UNIQUE COMPUTER SHOP	SERVICE	185.00		
300,541.02	X X	SUPPLIES	28.95	5,217	213.95
300,541.02	UNITED TECHNOLOGIES DIESEL	SYSTEMS SUPPLIES		5,218	153.44
300,541.02	UNIV OF ILLINOIS	FILMS	26.50		
316,541.02	X X		55.50		
400,541.02	X X		159.50		
500,541.02	X X		84.25		
600,541.02	X X		45.00	5,219	370.75
316,541.02	UNIV OF MICHIGAN	FILMS		5,220	21.03
511,541.02	UNIV OF MINNESOTA	SUPPLIES		5,221	22.50
000,545.00	UNIV OF TEXAS PRESS	BOOKS		5,222	29.66
400,541.02	UNIV OF WISCONSIN EXTENSION	FILM		5,223	17.90
512,541.02	UNIV PRESS OF AMERICA	SUPPLIES		5,224	15.90
000,534.00	VIDEO MIDWEST INC	SERVICE		5,225	63.68
000,550.00	MARILYN VINSON	TRAVEL		5,226	109.40
000,541.01	VISIBLE COMPUTER SUPPLY	SUPPLIES		5,227	36.71
811,550.00	DEBORAH VRHEL	TRAVEL		5,228	133.42
000,539.00	GEORGE VRHEL	TRAVEL		5,229	13.00
810,547.00	W C C I	PUB RELA		5,230	214.50
000,534.00	WALDSCHMIDT REPAIR	REPAIRS		5,231	38.80
714,550.00	MARIE WEIDEN	TRAVEL		5,232	80.12
400,541.02	WESTERN PSYCHOLOGICAL SERV	SUPPLIES		5,233	21.45
000,575.00	WESTERN UNION	TELEGRAM		5,234	11.50
000,545.00	WEST PUBLISHING CO	BOOKS		5,235	378.50
810,547.00	WHITESIDE NEWS SENTINEL	PUB INFO		5,236	309.00
000,539.00	DONNA WILLCOX	SYMP DAY		5,237	52.16
000,545.00	WORLD BOOK INC	BOOKS		5,238	433.00
000,541.01	XEROX CORPORATION	SUPPLIES		5,239	427.27
000,550.00	ROBERT EDISON	TRAVEL		5,240	278.92
000,521.00	PRUDENTIAL	JUNE PREMIUM		5,241	18,944.63
	SVC IMPREST FUND	MISC EXPENSES		5,242	420.92
600,541.02	SVC PETTY CASH	SUPPLIES	1.33		
000,541.01	X X		2.00		
000,541.01	X X		4.88	5,243	8.21
-000-534	ED MUELLER A V	Service -	156.88		
-000-544.01	x x	Supplies -	310.75		
000-585	x x	Equipment -	357.50	5,244	825.13

Total Bills

64,319.22

(continued on next page)

Educational Fund continued.....

Total Bills	\$ 64,319.22
Checks #5098 - 5108 and void checks	139,016.44
Check #5134 - 5/15 Payroll	<u>125,093.85</u>
TOTAL EDUCATIONAL FUND FOR MAY	\$ 328,429.51

BOND AND INTEREST #1

0-000-564	AMERICAN NATIONAL BANK & TRUST CO.	Interest - 4625.00		
0-000-569	x x x x	Fees - 30.00	106	\$ 4,655.00
TOTAL BOND & INTEREST #1 for May				\$ 4,655.00

BUILDING FUND

0-000-541.04	EAGLE DISCOUNT MARKET #156	Supplies	496	\$ 70.46
0,000,541.04	ADVANCE PRODUCTS CO	SUPPLIES	4 97	5 25.00
0,000,541.04	COAST TO COAST	SUPPLIES	4 98	3.92
0,000,573.00	COMMONWEALTH EDISON	SERVICE	4 99	15,349.94
0,000,541.04	CRESCENT ELECTRIC SUPPLY	SUPPLIES	5 00	30.40
0,000,541.04	DIXON COOPERATIVE CO	SUPPLIES	5 01	65.00
0,000,541.04	DIXON EVENING TELEGRAPH	SUPPLIES	5 02	38.22
0,000,541.04	C B BOILER SERVICE	SUPPLIES	5 03	425.41
0,000,541.04	W W GRAINGER INC	SUPPLIES	5 04	360.85
0,000,550.00	GLADYS GUNTLE	TRAVEL	5 05	14.00
0,000,541.04	HIGLEY CHEMICAL CO	SUPPLIES	5 06	226.71
0,000,541.04	HOME HARDWARE CO	SUPPLIES	5 07	25.68
0,000,541.04	HOYLE ROAD EQUIP CO	SUPPLIES	5 08	195.04
0,000,541.04	KINETICO	SUPPLIES	5 09	36.25
0,000,541.04	KRADLES	SUPPLIES	5 10	35.96
0,000,541.04	MORGAN SERVICES	SUPPLIES	5 11	97.96
0,000,541.04	NEW HOLLAND ROCK FALLS	SUPPLIES	5 12	38.25
0,000,541.04	PUBLIC DISCOUNT AUTO PARTS	SUPPLIES	5 13	30.24
0,000,541.04	PURITAN CHURCHILL CHEMICAL CO	SUPPLIES	5 14	292.54
0,000,541.04	RADIO SHACK	SUPPLIES	5 15	62.37
0,000,541.04	ROCHESTER MIDLAND	SUPPLIES	5 16	420.02
0,000,541.04	SA SO INC	SUPPLIES	5 17	51.95
0,000,541.04	SVC BOOKSTORE	SUPPLIES	5 18	2.52
0,000,541.04	SVC EDUCATION FUND	SUPPLIES	5 19	20.55
0,000,541.04	SEARS ROEBUCK & CO	SUPPLIES	5 20	272.64
0,000,541.04	SERVALITE PRODUCTS	SUPPLIES	5 21	5.75
0,000,541.04	STEVENS CHEMICAL CO	SUPPLIES	5 22	1,455.90
0,000,541.04	TEWES PLASTICS CORP	SUPPLIES	5 23	315.25
0,000,541.04	T I E	SUPPLIES	5 24	187.35
0,000,541.04	WALDSCHMIDT REPAIR	SUPPLIES	5 25	3.20
0,000,541.04	WESCO	SUPPLIES	5 26	733.25
0,000,541.04	SVC PETTY CASH	SUPPLIES	5 27	1.00
	SVC IMPREST FUND	MISC EXPENSES	5 28	5.38
TOTAL BUILDING FUND FOR MAY				\$21,398.96

IMPREST FUND

192-000-544.02	United Parcel Service	Service	7136	\$ 7.63
138-000-550	JoAnn Babel	Supplies	7137	14.23
110-511-541.02	Smithsonian Institution Press	Supplies	7138	31.45
110-712-534	Diane Boward	Honorarium	7139	25.00
110-813-541.02	Judy Dixon	Supplies	7140	34.76
182-000-550	Sterling Chamber of Commerce	Meeting	7141	15.00
192-000-544.02	United Parcel Service	Service	7142	38.72
182-000-541.01	Secretary of State	Notary fee	7143	5.00
110-300-541.02	Ronald Happach	Supplies	7144	8.00
110-813-541.02	Ron Straw	Supplies	7145	6.37
110-814-541.01	Ill. Assn. of Allied Health Professions	Membership	7146	50.00
110-300-541.02	Robert Logemann	Supplies	7147	16.50
110-712-534	Donna Giltner	Honorarium	7148	25.00
120-000-544.01	Betty Orlowski	Supplies	7149	22.21
110-300-541.02	Charles Oster	Supplies	7150	14.49
270-000-541.04	Byron Weidman	Supplies	7151	5.38
192-000-544.02	United Parcel Service	Service	7152	<u>106.56</u>
				\$426.30

EDUCATIONAL FUND - 420.92

BUILDING FUND - 5.38

Balance in fund - 2597.70
Disbursements - 426.30
Total in fund - 3024.00

SAUK VALLEY COLLEGE

APPROVED BY

Kay E. Fisher
PRESIDENT

David W. Mandiga
SECRETARY

DATE 5/20/85

EDUCATIONAL FUND

II

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	133559.72	133559.72	118582.50	14977.22	157341.00	23781.28	23781.28
DIV OF BUS FED WORK STUDY	5112.82	5112.82	4620.38	492.44	6700.00	1587.18	1587.18
DIV OF BUS CONTR SERV	9754.71	9754.71	9441.11	313.60	11045.00	1290.29	1290.29
DIV OF BUS SUPPLIES	7505.85	7505.85	7303.14	202.71	8575.00	1069.15	1069.15
DIV OF BUS CONF & MEETINGS	256.86	256.86	256.86	.00		256.86 CR	256.86 CR
FOOD SERV CONTR SERV	426.00	426.00	426.00	.00	200.00	226.00 CR	226.00 CR
FOOD SERV SUPPLIES	165.41	165.41	165.41	.00	425.00	259.59	259.59
FOOD SERV CONF & MEETINGS	.00	.00	.00	.00	125.00	125.00	125.00
DIV OF AGRIC SUPPLIES	185.57	185.57	185.57	.00	400.00	214.43	214.43
DIV OF INDUS ED SALARIES	112995.08	112995.08	94948.60	13046.48	139579.00	24583.92	24583.92
DIV OF INDUS ED FED WORK STUDY	3579.47	3579.47	2969.77	609.70	5479.00	1899.53	1899.53
DIV OF INDUS ED CONTR SERV	9221.97	9221.97	7006.06	2215.91	7950.00	1271.97 CR	1271.97 CR
DIV OF INDUS ED SUPPLIES	11222.76	11222.76	10420.38	802.38	14190.00	2967.24	2967.24
DIV OF INDUS ED CONF & MEETINGS	138.55	138.55	138.55	.00		138.55 CR	138.55 CR
COSMETOLOGY CONTR SERV	36320.42	36320.42	29671.94	6648.48	54000.00	17679.58	17679.58
COSMETOL SUPPLIES	.00	.00	.00	.00	100.00	100.00	100.00
COSMETOL CONF & MEETINGS	.00	.00	.00	.00	175.00	175.00	175.00
HUMAN SERV SUPPLIES	929.83	929.83	818.38	111.45	850.00	79.83 CR	79.83 CR
HUMAN SERV CONF & MEETINGS	.00	.00	.00	.00	150.00	150.00	150.00
DIV OF SOC SCI SALARIES	100550.41	100550.41	88720.95	11829.46	125248.00	24697.59	24697.59
DIV OF SOC SCI SUPPLIES	3026.87	3026.87	2636.41	390.46	3050.00	23.13	23.13
E M T CONTR SERV	705.00	705.00	705.00	.00	1650.00	945.00	945.00
E M T SUPPLIES	84.87	84.87	84.87	.00	200.00	115.13	115.13
E M T CONF & MEETINGS	.00	.00	.00	.00	100.00	100.00	100.00
DIV OF CRIM JUS SALARIES	23345.76	23345.76	20599.20	2746.56	46803.00	23457.24	23457.24
DIV OF CRIM JUS CONTR SERV	.00	.00	.00	.00	600.00	600.00	600.00
DIV OF CRIM JUS SUPPLIES	948.58	948.58	948.58	.00	1690.00	741.42	741.42
DIV OF CRIM JUS CONF & MEETINGS	.00	.00	.00	.00	525.00	525.00	525.00
LIBRARY TECH SUPPLIES	34.03	34.03	34.03	.00	100.00	65.97	65.97
DIV OF HUMANITIES SALARIES	192430.62	192430.62	169735.38	22695.24	232428.00	39997.38	39997.38
DIV OF HUMAN. CONTR SERV	.00	.00	.00	.00	350.00	350.00	350.00
DIV OF HUMAN. SUPPLIES	2479.45	2479.45	1955.06	524.39	3825.00	1345.55	1345.55
ART DEPT SALARIES	23186.13	23186.13	20458.35	2727.78	24550.00	1363.87	1363.87
MUSIC DEPT SALARIES	203.71	203.71	140.52	63.19	600.00	396.29	396.29
	34779.28	34779.28	30687.60	4091.68	49100.00	14320.72	14320.72

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MUSIC DEPT CONTR SERV	493.00	493.00	493.99				
MUSIC DEPT SUPPLIES	1028.13	1028.13	1003.99	24.38	1200.00	727.89	727.89
MUSIC DEPT CONF & MEETINGS	25.00	25.00	25.00	.00	100.00	75.00	75.00
DIV OF MATH SCI SALARIES	153324.02	153324.02	135285.90	18038.12	180836.00	27511.98	27511.98
DIV OF MATH SCI FED WORK STUDY	5594.75	5594.75	4929.75	665.00	6300.00	705.25	705.25
DIV OF MATH SCI CONTR SERV	124.00	124.00	124.00	.00	1000.00	876.00	876.00
DIV OF MATH SCI SUPPLIES	5880.83	5880.83	5512.20	368.63	10850.00	4969.17	4969.17
DIV OF MED LAB TECH SALARIES	8661.58	38661.58	34700.02	3961.56	47539.00	8877.42	8877.42
DIV OF MED LAB TECH CONTR SERV	996.93	996.93	996.93	.00	1500.00	503.07	503.07
DIV OF MED LAB TECH SUPPLIES	10633.83	10633.83	10318.72	315.11	12390.00	1756.17	1756.17
DIV OF MED LAB TECH CONF & MEETINGS	535.65	535.65	450.05	85.60	820.00	284.35	284.35
ADN SALARIES	73482.49	73482.49	67272.77	6209.72	87507.00	14024.51	14024.51
ADN OFC SALARIES	9422.88	9422.88	8525.46	897.42	10769.00	1346.12	1346.12
ADN CONTR SERV	516.31	516.31	466.31	50.00	404.00	112.31	112.31 CR
ADN SUPPLIES	1956.68	1956.68	1859.78	96.90	4005.00	2048.32	2048.32
ADN CONF & MEETINGS	245.50	245.50	245.50	.00	800.00	554.50	554.50
LPN SALARIES	44877.65	44877.65	41855.63	5022.02	60264.00	13386.35	13386.35
LPN CONTR SERV	286.31	286.31	286.31	.00	250.00	36.31	36.31 CR
LPN SUPPLIES	1252.92	1252.92	1223.86	29.06	3175.00	1922.08	1922.08
LPN CONF & MEETINGS	75.00	75.00	75.00	.00	450.00	375.00	375.00
DIV OF RAD TECH SALARIES	22924.05	22924.05	20729.55	2194.50	26335.00	3410.95	3410.95
RAD TECH CONTR SERV	2824.99	2824.99	2824.99	.00	3012.00	187.01	187.01
RAD TECH SUPPLIES	946.25	946.25	866.74	79.51	2615.00	1668.75	1668.75
RAD TECH CONF & MEETINGS	2065.54	2065.54	1721.90	343.64	1620.00	445.54	445.54 CR
DIV OF PHYS ED SALARIES	31900.50	31900.50	28147.50	3753.00	45036.00	13135.50	13135.50
PHYS ED CONTR SERV	1164.75	1164.75	1164.75	.00	1500.00	335.25	335.25
PHYS ED SUPPLIES	729.90	729.90	728.96	.94	800.00	70.10	70.10
PHYS ED CONF & MEETINGS	24.95	24.95	24.95	.00	300.00	275.05	275.05
DIV OF NURSING ASST CONTR SERV		.00		.00	200.00	200.00	200.00
DIV OF NURSING ASST SUPPLIES	209.34	209.34	209.34	.00	350.00	140.66	140.66
NURSING ASST CONF & MEETINGS		.00		.00	100.00	100.00	100.00
INSTR ADMIN SECR SALARIES	33602.70	33602.70	30402.44	3200.26	38403.00	4800.30	4800.30
INSTR ADMIN FED WORK STUDY	9578.22	9578.22	8614.29	963.93	13000.00	3421.78	3421.78
WORKROOM FED WORK STUDY	4401.86	4401.86	3964.69	437.17	7250.00	2848.14	2848.14
WORKROOM CONTR SERV	5352.55	5352.55	5352.55	.00	5300.00	52.55	52.55 CR
INSTR UNALLOCATED CONTR	696.91	696.91	696.91	.00	1800.00	1103.09	1103.09
FACULTY OFFICE SUPPLIES	495.90	495.90	405.22	90.68	900.00	404.10	404.10
INSTITU COMMITTEES SUPPLIES	585.45	585.45	580.05	5.40	300.00	285.45	285.45 CR

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKROOM SUPPLIES	310236 ◊	310236	2858.63 ◊	243.73 CR	1000.00	410236	410236
PUB INFO ADMIN SALARIES	27924.75	27924.75	25265.25	2659.50	31914.00	3989.25	3989.25
PUB INFO SECR SALARIES	1508.89	1508.89	1427.92	80.97	2000.00	491.11	491.11
PUB INFO SUPPLIES	43696.82	43696.82	42826.35	870.47	73300.00	29603.18	29603.18
PUB INFO CONF & MEETINGS	655.80	655.80	605.00	50.80	1000.00	344.20	344.20
ASST DEAN ARTS & SOC SCI SALARY	28381.50	28381.50	25678.50	2703.00	32436.00	4054.50	4054.50
PART TIME OVERLOAD	33771.13	33771.13	33467.63	303.50	36350.00	2578.87	2578.87
NIGHT PREMIUMS	200.00	200.00	200.00	.00		200.00	200.00 CR
SUMMER SALARIES	48399.25	48399.26	48399.26	.00	43000.00	5399.26	5399.26 CR
SECR SALARY	10588.18	10588.18	9579.76	1008.42	12101.00	1512.82	1512.82
FED WORK STUDY	1103.78	1103.78	1024.23	79.55	1340.00	236.22	236.22
SUPPLIES	484.09	484.09	423.04	61.05	900.00	415.91	415.91
CONF & MEETINGS	1394.02	1394.02	1228.00	166.02	1550.00	155.98	155.98
ASST DEAN BUS & TECH SALARY	29875.20	29875.20	27029.94	2845.26	34143.00	4267.80	4267.80
PART TIME OVERLOAD	83340.08	83340.08	81663.58	1676.50	96300.00	12959.92	12959.92
NIGHT PREMIUMS	1100.00	1100.00	1100.00	.00		1100.00	1100.00 CR
SUMMER SALARIES	42282.68	42282.68	42282.68	.00	54200.00	11917.32	11917.32
SECR SALARY	12232.50	12232.50	11067.50	1165.00	13980.00	1747.50	1747.50
SUPPLIES	907.91	907.91	857.86	50.05	1000.00	92.09	92.09
CONF & MEETINGS	1386.92	1386.92	1173.32	213.60	1900.00	513.08	513.08
ASST DEAN COMM & EXTEN SERV SALARY	27641.78	27641.78	25033.62	2608.16	31298.00	3656.22	3656.22
INSTR SALARIES	72572.41	72572.41	70260.51	2311.90	100000.00	27427.59	27427.59
COORDINATORS	6062.50	6062.50	6062.50	.00	4000.00	2062.50	2062.50 CR
SECR SALARY	5948.83	5948.83	5288.55	660.28	7878.00	1929.17	1929.17
FED WORK STUDY	1829.05	1829.05	1726.88	102.17	2512.00	682.95	682.95
CONTR SERV	787.50	787.50	787.50	.00	4000.00	3212.50	3212.50
SUPPLIES	3337.08	3337.08	3178.55	158.53	3000.00	337.08	337.08 CR
CONF & MEETINGS	1203.81	1203.81	1119.21	84.60	2000.00	796.19	796.19
DIR OF HEALTH & NAT SCI SALARY	24183.43	24183.43	21683.43	2500.00	30000.00	5816.57	5816.57
PART TIME OVERLOAD	49179.72	49179.72	44899.80	4279.92	47195.00	1984.72	1984.72 CR
NIGHT PREMIUMS	400.00	400.00	400.00	.00		400.00	400.00 CR
SUMMER SALARIES	14786.92	14786.92	14746.92	.00	14608.00	138.92	138.92 CR
FED WORK STUDY	4986.39	4986.39	4378.38	608.01	5360.00	373.61	373.61

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIR HEALTH CONTR SERV		.00		.00	200.00	200.00	200.00
SUPPLIES	620.20	620.20	498.06	122.14	800.00	179.80	179.80
CONF & MEETINGS	455.00	455.00	455.00	.00	1300.00	845.00	845.00
ACADEMIC SKILLS SALARIES	39,074.84	39,074.84	34,477.80	4,597.04	48,330.00	9,255.16	9,255.16
FED WORK STUDY	4,269.43	4,269.43	3,870.79	398.64	6,807.00	2,537.57	2,537.57
CONTR SERV	12.00	12.00	12.00	.00	500.00	488.00	488.00
SUPPLIES	733.57	733.57	636.12	97.45	2,000.00	1,266.43	1,266.43
DEAN OF INSTR SALARY	35,286.93	35,286.93	31,926.27	3,360.66	40,328.00	5,041.07	5,041.07
SECR SALARY	13,560.75	13,560.75	12,269.25	1,291.50	15,498.00	1,937.25	1,937.25
STUDENT TUTORS	336.67	336.67	316.57	20.10	2,000.00	1,663.33	1,663.33
SUPPLIES	916.06	916.06	771.12	144.94	2,000.00	1,083.94	1,083.94
CONF & MEETINGS	765.39	765.39	609.99	155.40	1,000.00	234.61	234.61
LRC PROF SALARIES	58,889.14	58,889.14	52,536.30	6,352.84	76,234.00	17,344.86	17,344.86
LRC SECR SALARIES	20,443.56	20,443.56	18,482.88	1,960.68	23,528.00	3,084.44	3,084.44
LRC FED WORK STUDY	9,994.34	9,994.34	8,946.66	1,047.68	12,809.00	2,814.66	2,814.66
LRC CONTR SERV	3,319.32	3,319.32	3,098.76	220.56	4,500.00	1,180.68	1,180.68
XEROX SUPPLIES	2,397.38	2,397.38	1,452.56	944.82	2,000.00	4,397.38	4,397.38
LIBRARY SUPPLIES	9,045.72	9,045.72	8,364.66	681.06	12,040.00	2,994.28	2,994.28
A V SUPPLIES	7,099.23	7,099.23	4,781.92	2,317.31	7,350.00	250.77	250.77
LIBRARY BOOKS	21,570.91	21,570.91	19,667.80	1,903.11	25,000.00	3,429.09	3,429.09
LRC CONF & MEETINGS	716.18	716.18	615.88	100.30	726.00	9.82	9.82
ADM & REC PROF SALARIES	26,937.75	26,937.75	24,372.25	2,565.50	30,786.00	3,848.25	3,848.25
ADM & REC SECR SALARIES	42,355.26	42,355.26	38,321.42	4,033.84	48,406.00	6,050.74	6,050.74
ADM & REC FED WORK STUDY	7,951.88	7,951.88	7,424.27	527.61	10,958.00	3,006.12	3,006.12
ADM & REC CONTR SERV	1,494.54	1,494.54	1,494.54	.00	2,225.00	730.46	730.46
ADM & REC SUPPLIES	5,936.97	5,936.97	5,790.49	146.48	6,800.00	863.03	863.03
ADM & REC CONF & MEETINGS	304.20	304.20	270.00	34.20	750.00	445.80	445.80
COUNSELING SALARIES	54,749.37	54,749.37	49,404.97	5,344.40	64,133.00	9,383.63	9,383.63
COUNSELING SECR SALARIES	10,573.83	10,573.83	9,565.41	1,008.42	12,101.00	1,527.17	1,527.17
HEALTH SERV SUPPLIES	.00	.00	.00	.00	300.00	300.00	300.00
FIN AIDS PROF SALARIES	27,734.04	27,734.04	25,092.70	2,641.34	31,696.00	3,961.96	3,961.96
FIN AIDS SECR SALARIES	20,164.38	20,164.38	18,243.96	1,920.42	23,045.00	2,880.62	2,880.62
STUDENT SERV ADMIN SALARIES	33,358.44	33,358.44	30,181.36	3,177.08	38,125.00	4,766.56	4,766.56
STUDENT SERV SECR SALARIES	13,497.75	13,497.75	12,212.25	1,285.50	15,426.00	1,928.25	1,928.25
STUDENT SERV FED WORK STUDY	4,152.93	4,152.93	4,108.21	3,070.76	4,510.00	947.07	947.07
COACHING SALARIES	8,070.00	8,070.00	8,070.00	.00	11,850.00	3,780.00	3,780.00
STUDENT SERV CONTR SERV	965.30	965.30	803.07	162.23	800.00	165.30	165.30

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
STUDENT SERV SUPPLIES	7,599.81	7,599.81	7,274.89	324.92	12,800.00	5,200.19	5,200.19
COMMENCEMENT	1,859.43	1,859.43	1,697.39	162.04	6,000.00	4,140.57	4,140.57
STUDENT SERV CONF & MEETINGS	2,222.98	2,222.98	1,836.70	386.28	4,620.00	2,397.02	2,397.02
STUDENT RECRUITMENT	1,025.14	1,025.14	1,025.14	.00	1,500.00	474.86	474.86
PUB SERV SALARIES		.00		.00	4,600.00	4,600.00	4,600.00
PUB SERV CONTR SERV		.00		.00	2,800.00	2,800.00	2,800.00
PUB SERV SUPPLIES		.00		.00	7,500.00	7,500.00	7,500.00
SERVICE STAFF SALARIES	278,207.70	278,207.70	251,228.98	26,978.72	331,325.00	53,117.30	53,117.30
MAINT BOYS FED WORK STUDY	48,611.49	48,611.49	42,909.99	5,701.50	82,000.00	33,388.51	33,388.51
MATRONS FED WORK STUDY	14,455.73	14,455.73	13,082.17	1,373.56		14,455.73 CR	14,455.73 CR
MAINT CONTR SERV	32,669.53	32,669.53	30,503.77	2,165.76	42,500.00	9,830.47	9,830.47
SERVICE EQUIPMENT	379.53	379.53	379.53	.00	17,756.00	17,376.47	17,376.47
GAS	97,559.14	97,559.14	91,921.80	5,637.34	147,500.00	49,940.86	49,940.86
TELEPHONE	29,769.14	29,769.14	26,562.73	3,206.41	31,000.00	12,308.6	12,308.6
PRESIDENTS SALARY	47,939.43	47,939.43	43,373.77	4,565.66	54,788.00	6,848.57	6,848.57
PRES SECR SALARY	15,526.95	15,526.95	14,048.19	1,478.76	17,745.00	2,218.05	2,218.05
PRES OFC FED WORK STUDY	3,122.16	3,122.16	2,762.04	360.12	3,484.00	361.84	361.84
PRES OFC CONTR SERV	150.00	150.00	150.00	.00	1,000.00	850.00	850.00
PRES OFC SUPPLIES	1,792.46	1,792.46	1,613.51	178.95	2,500.00	707.54	707.54
PRES OFC CONF & MEETINGS	3,348.90	3,348.90	2,133.68	1,215.22	2,500.00	848.90 CR	848.90 CR
SPECIAL AFFAIRS	1,268.15	1,268.15	1,230.15	38.00	2,500.00	1,231.85	1,231.85
PRES OFC OTHER EXP	4,970.00	4,970.00	4,670.00	300.00	5,000.00	30.00	30.00
BUS OFC ADMIN SALARIES	39,312.84	39,312.84	35,568.76	3,744.08	44,929.00	5,616.16	5,616.16
BUS OFC PROF SALARIES	14,801.99	14,801.99	13,407.15	1,394.84	16,738.00	1,936.01	1,936.01
BUS OFC SECR SALARIES	60,480.33	60,480.33	55,069.25	5,411.08	68,976.00	8,495.67	8,495.67
BUS OFC CONTR SERV	5,738.47	5,738.47	5,548.47	190.00	5,500.00	238.47 CR	238.47 CR
BUS OFC SUPPLIES	208.00	208.00 CR	459.12	667.12 CR	7,500.00	7,708.00	7,708.00
BUS OFC CONF & MEETINGS	1,596.63	1,596.63	1,286.51	310.12	2,550.00	953.37	953.37
LEGAL CONTR	10,028.20	10,028.20	10,028.20	.00	10,000.00	28.20 CR	28.20 CR
OTHER BOARD EXP	510.56	510.56	510.56	.00	2,000.00	1,489.44	1,489.44
BOARD CONF & MEETINGS	2,715.69	2,715.69	2,583.69	132.00	3,000.00	284.31	284.31
INSTITU SECR SALARIES	10,859.66	10,859.66	9,835.82	1,023.84	12,286.00	1,426.34	1,426.34
SWITCHBOARD FED WORK STUDY	2,836.73	2,836.73	2,583.86	252.87	3,685.00	848.27	848.27
CONTINGENCY FED WORK STUDY	4,318.14	4,318.14	3,968.07	350.07	4,448.00	129.86	129.86
GROUP MED & LIFE INS	224,318.84	224,318.84	206,670.27	17,648.57	250,200.00	25,881.16	25,881.16
TUITION REIMB	1,213.89	1,213.89	1,213.89	.00	5,500.00	4,286.11	4,286.11
RELOCATION EXP	500.00	500.00	500.00	.00		500.00 CR	500.00 CR
INSTITU UNALLOCATED CONTR	1,745.19	1,745.19	1,608.39	136.80	24,000.00	654.81	654.81

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
IN SERVICE TRAINING	1514.01	1514.01	667.18	846.83	2500.00	985.99	985.99
FACULTY ASSN SUPPLIES	79.51	79.51	56.84	22.67	200.00	120.49	120.49
POSTAGE	24053.35	24053.35	14542.47	9510.88	40000.00	15946.65	15946.65
PUBLICATIONS & BUES	10376.69	10376.69	10376.69	.00	11000.00	623.31	623.31
ADVERTISING	550.57	550.57	550.57	.00	500.00	50.57	50.57 CR
RECRUITMENT	1478.12	1478.12	992.76	485.36	2500.00	1021.88	1021.88
GENERAL INSURANCE	13595.00	13595.00	13595.00	.00	17500.00	3905.00	3905.00
EQUIPMENT	18090.59	18090.59	14044.89	2045.70	170166.00	152075.41	152075.41
VOC ED EQUIPMENT	61015.80	61015.80	61015.80	.00		61015.80	61015.80 CR
AFFIRM ACTION CONTR SERV		.00		.00	300.00	300.00	300.00
AFFIRM ACTION SUPPLIES	1.56	1.56	.92	.64	100.00	98.44	98.44
AFFIRM ACTION CONF & MEETINGS		.00		.00	300.00	300.00	300.00
INSTITU RES SUPPLIES	889.94	889.94	854.99	34.95	1300.00	410.06	410.06
DATA PROC PROF SALARIES	51337.17	51337.17	46447.91	4889.26	58671.00	7333.83	7333.83
DATA PROC FED WORK STUDY	4688.27	4688.27	4200.85	487.42	6365.00	1676.73	1676.73
DATA PROC CONTR SERV	25299.05	25299.05	34319.08	9020.03 CR	32100.00	6800.95	6800.95
DATA PROC SUPPLIES	5173.82	5173.82	4178.81	995.01	8100.00	2926.18	2926.18
DATA PROC CONF & MEETINGS	167.93	167.93	167.93	.00	1500.00	1332.07	1332.07
DATA PROC EQUIP RENTAL	97930.11	97930.11	79548.08	18382.03	117250.00	19319.89	19319.89
PLANNING & DEVEL PROF SALARIES	27436.50	27436.50	24823.50	2613.00	31356.00	3919.50	3919.50
PL & DEVEL SECR SALARIES	9927.75	9927.75	8982.25	945.50	11346.00	1418.25	1418.25
PL & DEVEL CONTR SERV		.00		.00	300.00	300.00	300.00
PL & DEVEL SUPPLIES	901.89	901.89	708.12	193.77	1000.00	98.11	98.11
PL & DEVEL CONF & MEETINGS	320.24	320.24	263.84	56.40	850.00	529.76	529.76
TUITION CHARGE BACK	27135.50	27135.50	27079.65	55.85	25000.00	2135.50 CR	2135.50 CR
CONTINGENCIES		.00		.00	53120.00	53120.00	53120.00

3639246.32 T 3639246.32 T 3314631.13 T 324615.19 T 4610703.00 T 971456.68 T 971456.68 T

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
BLDG & MAINT SUPPLIES	22071.16	22071.16	14062.38	4008.78	58000.00	35928.84	35928.84
MAINT CONF & MEETINGS	572.62	572.62	558.62	14.00	2550.00	1977.38	1977.38
ELECTRICITY	169324.32	169324.32	153974.38	15349.94	234600.00	65275.68	65275.68
RENTAL CHARGES	478.00	478.00	478.00	.00	1000.00	522.00	522.00
CONTINGENCIES		.00		.00	25000.00	25000.00	25000.00
	192,446.10 T	192,446.10 T	171,073.38 T	21,372.72 T	321,150.00 T	128,703.90 T	128,703.90 T

SITE AND CONSTRUCTION FUND

SITE IMPROVEMENT	8665.75	8665.75	8665.75	.00	15000.00	6334.25	6334.25
BLDG IMPROVEMENTS		.00		.00	220000.00	220000.00	220000.00
ENERGY MANAGEMENT GRANT	89193.37	89193.37	89193.37	.00		89193.37 CR	89193.37 CR
AUTO SHOP ENERGY PROJECT	6858.90	6858.90	6858.90	.00		6858.90 CR	6858.90 CR
INSTR EQUIPMENT		.00		.00	5000.00	5000.00	5000.00
SERVICE EQUIPMENT		.00		.00	5000.00	5000.00	5000.00
OTHER CAPITAL OUTLAY		.00		.00	5000.00	5000.00	5000.00
	104,718.02 T	104,718.02 T	104,718.02 T	.00 T	250,000.00 T	145,281.98 T	145,281.98 T

BOND AND INTEREST #1

DEBT PRINCIPAL RETIREMENT	250000.00	250000.00	250000.00	.00	250000.00	.00	.00
INTEREST CHARGES	13875.00	13875.00	9250.00	4625.00	13875.00	.00	.00
FEES	160.00	160.00	130.00	30.00	500.00	340.00	340.00
	264,035.00 T	264,035.00 T	259,380.00 T	4,655.00 T	264,375.00 T	340.00 T	340.00 T

WORKING CASH FUND

MISC EXPENSE		.00		.00	1000.00	1000.00	1000.00
	.00 T	.00 T	.00 T	.00 T	1000.00 T	1000.00 T	1000.00 T

INSURANCE FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKMENS COMP	17,277.51	17,277.51	17,337.04	5953 CR	14,000.00	3,277.51 CR	3,277.51 CR
UNEMPLOYMENT COMP	15,410.03	15,410.03	15,621.64	211.61 CR	18,000.00	2,589.97	2,589.97
TORT LIABILITY	13,180.00	13,180.00	13,180.00	.00	14,000.00	820.00	820.00
AUDIT COSTS	12,500.00	12,500.00	12,500.00	.00	12,000.00	500.00 CR	500.00 CR
	58,367.54 T	58,367.54 T	58,638.68 T	271.14 CR	58,000.00 T	3,675.4 CR	3,675.4 CR

REVENUE REPORT

EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1983 TAXES	455,863.55	455,863.55	455,863.55	.00	456,789.00	925.45	925.45
1984 TAXES		.00		.00	900,375.00	900,375.00	900,375.00
BACK TAXES	601.34	601.34		601.34		601.34 CR	601.34 CR
IN LIEU OF TAXES	280.60	280.60	280.60	.00		280.60 CR	280.60 CR
CHARGE BACK REVENUE	7,668.20	7,668.20	6,995.36	672.84	12,000.00	4,331.80	4,331.80
STATE APPORTIONMENT	1,031,655.00	1,031,655.00	1,031,655.00	.00	1,375,540.00	343,885.00	343,885.00
VOC ED REG REIMB	86,217.41	86,217.41	53,367.96	32,849.45	118,000.00	31,782.59	31,782.59
VOC ED EQUIP REIMB		.00		.00	50,000.00	50,000.00	50,000.00
REPL OF CORP PERS PROP TAX	97,137.13	97,137.13	97,137.13	.00	87,074.00	10,063.13 CR	10,063.13 CR
STATE WORK STUDY		.00		.00	1.00	1.00	1.00
FEDERAL WORK STUDY	145,670.35	145,670.35	121,481.42	24,188.93	170,658.00	24,987.65	24,987.65
OTHER FEDERAL SOURCES	3,865.59	3,865.59	3,865.59	.00	2,000.00	1,865.59 CR	1,865.59 CR
SUMMER TUITION	140,643.04	140,643.04	140,643.04	.00	138,875.00	1,768.04 CR	1,768.04 CR
FALL TUITION	511,160.82	511,160.82	511,160.82	.00	603,475.00	92,314.18	92,314.18
SPRING TUITION	365,000.00	365,000.00	230,000.00	135,000.00	589,050.00	224,050.00	224,050.00
GRADUATION FEES	3,885.50	3,885.50	3,250.00	635.50	1,000.00	2,885.50 CR	2,885.50 CR
TRANSCRIPT FEES	676.00	676.00	612.00	64.00	1,100.00	424.00	424.00
LAB FEES	20,265.70	20,265.70	20,265.70	.00	32,500.00	12,234.30	12,234.30
PUB SERV INCOME		.00		.00	14,900.00	14,900.00	14,900.00
INTEREST ON INVESTMENTS	75,479.07	75,479.07	75,479.07	.00	75,000.00	479.07 CR	479.07 CR
OTHER REVENUE	3,771.48	3,771.48	3,586.28	185.20	30,000.00	26,228.52	26,228.52
OTHER REV. SALARIES	13,900.00	13,900.00	13,900.00	.00		13,900.00 CR	13,900.00 CR
OTHER REV. SALARIES	5,488.35	5,488.35	4,886.15	602.20		5,488.35 CR	5,488.35 CR
OTHER REV. OVERHEAD	28,646.73	28,646.73	22,162.91	6,483.82		28,646.73 CR	28,646.73 CR
	2,997,875.86 T	2,997,875.86 T	2,794,592.58 T	201,283.28 T	4,656,337.00 T	1,660,461.14 T	1,660,461.14 T

BUILDING FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1983 TAXES	113958.94	113958.94	113958.94	.00	117848.00	3909.06	3909.06
1984 TAXES	.00	.00		.00	110250.00	110250.00	110250.00
BACK TAXES	150.33	150.33		150.33		150.33	150.33
IN LIEU OF TAXES	70.15	70.15	70.15	.00		70.15	70.15
CORP PERS PROP TAX REPL	24284.28	24284.28	24284.28	.00	21768.00	2516.28	2516.28
INTEREST ON INVESTMENTS	.00	.00		.00	100.00	100.00	100.00
MISC REVENUE	5039.20	5039.20	4899.20	140.00	1200.00	3839.20	3839.20
	143502.90 T	143502.90 T	143212.57 T	290.33 T	251186.00 T	107683.10 T	107683.10 T

SITE AND CONSTRUCTION FUND

CONTRIBUTIONS AND GRANTS	32769.00	32769.00	32769.00	.00	47000.00	14231.00	14231.00
INTEREST ON INVESTMENTS	84832.23	84832.23	72329.73	12502.50	75000.00	9832.23	9832.23
SALE OF KITCHEN EQUIPMENT	26618.01	26618.01	26618.01	.00		26618.01	26618.01
	144219.24 T	144219.24 T	131716.74 T	12502.50 T	122000.00 T	22219.24 CR	22219.24 CR

BOND AND INTEREST #1

1983 TAXES	116248.46	116248.46	116248.46	.00	116481.00	232.54	232.54
1984 TAXES	.00	.00		.00	114461.00	114461.00	114461.00
BACK TAXES	153.34	153.34		153.34		153.34	153.34
IN LIEU OF TAXES	71.55	71.55	71.55	.00		71.55	71.55
PERS PROP TAX REPL	33433.00	33433.00	33433.00	.00	33433.00	.00	.00
INTEREST ON INVESTMENTS	34055.05	34055.05	33498.04	557.01	15000.00	19055.05	19055.05
	183961.40 T	183961.40 T	183251.05 T	710.35 T	274375.00 T	95413.60 T	95413.60 T

WORKING CASH FUND

INTEREST ON INVESTMENTS	43429.29	43429.29	32791.34	10637.95	70000.00	26570.71	26570.71
	43429.29 T	43429.29 T	32791.34 T	10637.95 T	70000.00 T	26570.71 T	26570.71 T

INSURANCE FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1983 TAXES	34568.52	34568.52	34568.52	.00	34568.00	25721.88	25721.88
BACK TAXES	45.60	45.60		45.60		45.60 CR	45.60 CR
IN LIEU OF TAXES	21.28	21.28	21.28	.00		21.28 CR	21.28 CR
INTEREST ON INVESTMENTS	6340.57	6340.57	5790.15	550.42		6340.57 CR	6340.57 CR
	40975.97 T	40975.97 T	40379.95 T	596.02 T	60365.00 T	19389.03 T	19389.03 T

SAUK VALLEY COLLEGE

APPROVED BY

Kay E. Fisher

PRESIDENT

David W. Mandigoe

SECRETARY

DATE 5/20/85