

815 / 288-5511



**Sauk
Valley
College**

R.R.5 DIXON, ILLINOIS 61021

Office of the Secretary
to the Board of Trustees

Date: March 19, 1986

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
District #506

WHEN: Monday, March 24, 1986

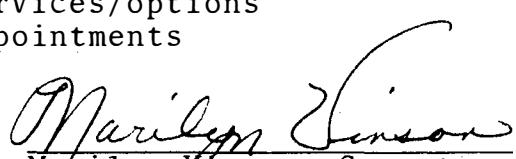
TIME: 5:00 p.m.

WHERE: Second Floor Room 2K2

TYPE: Special Session: Executive and/or open session

PURPOSE: To discuss options for presidential (interim
and permanent) selection

AGENDA: Review selection services/options
Discuss specific appointments



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

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Room 2K2 Second Floor
March, 24, 1986 7:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Communication from Visitors
- D. Approval of Minutes
- E. Financial Reports and Actions:
 - 1. Treasurer's Report
 - 2. Current Disbursements
 - 3. Current Payroll Journal
 - 4. Approval of Equipment Disposition List
 - 5. Authorization to Bid
 - 6. Other
- F. Personnel Recommendations:
 - 1. Administrative Reappointments FY87
 - 2. Approval of Professional Positions
 - 3. Other
- G. Other Actions:
 - 1. Approval of 1986-87 Calendar
 - 2. DAVTE Local Plan
 - 3. Other
 - 4.
 - 5.
- H. Reports:
 - 1. Student Trustee
 - 2. ICCTA Representative
 - 3. Foundation Liaison
 - 4. Board Chair
 - 5. Other
- I. President's Report:
 - 1. Special Progress Report: Computer Modifications
 - 2. Regional Vocational Planning
 - 3. Regional Economic Development Activities
 - 4. Rock Falls Offerings
 - 5. Other
- J. Time of Next Meeting
- K. Executive Session

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

March 24, 1986

The Board of Trustees of Sauk Valley College met in special meeting at 5:00 p.m. on March 24, 1986 at Sauk Valley College 173 Illinois Route #2, Dixon, IL 61021.

Call to Order: At 5:00 p.m. Chair Groharing called the meeting to order and the following members answered roll call:

Ed Andersen	Paul Berrettini
Joe McDonald	Edie Peterson
Bill Simpson	Robert Wolf
Dick Groharing	Connie Borell

Consultant: Chair Groharing then introduced Mr. Donald A. Heneghan from Ernst & Whinney of Chicago. Mr. Heneghan gave an overview of how his firm would conduct an executive search for a president for Sauk Valley.

The Board then asked Mr. Henegahn questions on his company's services. Chair Groharing expressed his appreciation to Mr. Henegahn for his presentation to the Board.

References on Consulting Firms: Edie Peterson, Dick Groharing, and Ed Andersen reported on the telephone calls they had made in regard to references.

Consulting Firm: It was moved by Member Berrettini and seconded by Member Simpson that the Board hire the Association of Community College Trustees to conduct a nationwide search for a president for Sauk Valley College. In a roll call vote, the following was recorded: Ayes Members Andersen, Berrettini, McDonald, Peterson, Simpson, Groharing and Borell. Nays Member Wolf. Motion carried.

Interim President: Discussion was held on the hiring of an interim president and who should study the 12 resume's and rank the candidates. It was moved by Member Berrettini and seconded by Member Peterson that all Board

members look over the 12 applicants and rank them 1 through 12 and call in these rankings to the President's Office by 12 noon on Thursday, March 26th. A special meeting will be called for April 29, 1986 in order to discuss these rankings and possibly come to an agreement on one or two top candidates. In a roll call vote, the following was recorded: Ayes Members Berrettini, McDonald, Peterson, Simpson, Wolf, Groharing and Borell. Nays Member Andersen. Motion carried.

Advisory Committee:

Chair Groharing also asked the Board members to be thinking of people to serve on the advisory committee. This committee will be made up of area citizens, SVC students, faculty, classified, administrators and Board members.

Recess:

Since the scheduled business was completed, the Board recessed at 6:40 p.m.

Regular Session:

The Board returned to regular session at 7:00 p.m. and it was noted that Member Bob Wolf had left the meeting.

Communication from Visitors:

Dr. Garner reported that the attached letter had been received from the SVC Faculty Association in which they expressed their full support and cooperation in the search to locate a new president of the college.

Minutes:

It was moved by Member Simpson and seconded by Member Berrettini that the Board approve the minutes of the February 24, the March 14, and the March 17 Board meetings. In a roll call vote, all voted aye. Motion carried.

Treasurer's Report:

It was moved by Member Andersen and seconded by Member Peterson 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 Andersen and seconded by Member Simpson that the Board approve the following disbursements:

Educational Fund	\$ 504,266.62
Building Fund	26,572.79
Site and Const.	2,314.31

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

Payroll: It was moved by Member Simpson and seconded by Member McDonald that the Board approve the payroll of February 28 in the amount of \$220,441.72 and the payroll of March 14 in the amount of \$204,134.67. In a roll call vote, all voted aye. Motion carried.

Auction: It was moved by Member Berrettini and seconded by Member Peterson that the Board approve the 31-page list of items for disposition by an auction on April 5. In a roll call vote, all voted aye. Motion carried.

Authorization to Bid: It was moved by Member Berrettini and seconded by Member Simpson that the Board authorize the administration to seek bids for equipment for the SVC electronics program at the Dixon Correctional Center. In a roll call vote, all voted aye. Motion carried.

Executive Session: At 7:25 p.m. it was moved by Member Peterson and seconded by Member Berrettini that the Board adjourn to executive session to discuss the appointment, employment or dismissal of an employee. In a roll call vote, all voted aye. Motion carried.

Regular Session: The Board returned to regular session at 7:40 p.m.

Administrative Reappointments: It was moved by Member Andersen and seconded by Member Berrettini that the Board approve the attached list of administrative reappointments as presented. In a roll call vote, all voted aye. Motion carried.

Professional Positions: It was moved by Member Simpson and seconded by member Berrettini that the Board authorize the administration to seek persons to fill the following positions:

Physical Education Instructor
Radiological Tech Instructor
Electronics Instruction at DCC

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

Academic
Calendar:

It was moved by Member Andersen and seconded by Member Berrettini that the Board approve the attached academic calendar for the 1986-87 year. In a roll call vote, all voted aye. Motion carried.

DAVTE:

It was moved by Member Berrettini and seconded by Member Simpson that the Board approve the DAVTE Local Plan for Vocational Education as presented. In a roll call vote, all voted aye. Motion carried.

Reports:

Student Trustee Borell reported that the Student Senate was planning a Casino Night for April 25th to benefit Winning Wheels and that election of officers will take place in May.

ICCTA representative Groharing said it would be a quiet legislative year because of elections. He said that the next meeting would be held on April 11th and 12th and the annual meeting will be June 13th and 14th. He urged all members to attend the annual meeting.

Foundation liaison Peterson reported on the Annual Dinner held at Rock River Country Club. At this meeting reports were given on foundation scholarships, honors awards, the alumni association, the Golden Age Fund, how funds are invested, and their goals and plans for the future.

Board Chair Groharing asked all members to be present at the special meeting and to be sure and call in their rankings by next Thursday.

Computers:

Walt Clevenger, Director of Data Services, reported to the Board on the status of the construction for the new computer center. He said the center should be completed during the month of May. He said that priorities established by the Computer Policy Group were as follows:

- 1) CAD Software
- 2) Data Processing instructional software
- 3) Business Office software
- 4) Student Records software
- 5) Other administrative applications

Computers:

Mr. Clevenger said the priorities and rationale established by the Computer Policy group was supported by the data processing consultant during his visit and subsequent report (see attached). An implementation schedule and budget breakdown for computer acquisition was also presented to the Board.

Dr. Garner reported that the Title III Grant recently submitted by the college had been denied; that Lou Kinum has been giving presentations on area demographics to economic development groups; that the college was serving Rock Falls by holding adult classes at the high school; that the Wyanet School Board had visited the college; that an advisory committee had been set up for the SOUV; that the college had held a Roundtable for area educators; and he described for the Board the state plan for regionalization of vocational education.

Executive Session:

At 8:25 p.m. it was moved by Member Berrettini and seconded by Member Andersen that the Board adjourn to executive session to discuss collective negotiating matters. Motion voted and carried.

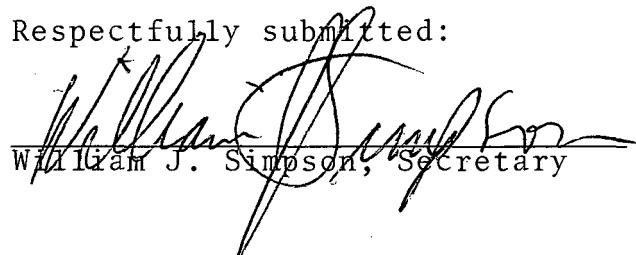
Regular Session:

The Board returned to regular session at 9:10 p.m..

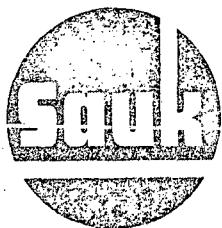
Adjournment:

It was moved by Member Simpson and seconded by Member Berrettini that the Board adjourn. There will be a special Board meeting on Wednesday, April 2nd at 7:00 p.m. The Board adjourned at 9:11 p.m.

Respectfully submitted:



William J. Simpson, Secretary



March 24, 1986

Board of Trustees
Sauk Valley College
RR 5
Dixon, IL 61021

Dear Member of the Board:

On behalf of the Faculty Association, I wish to express our full support and cooperation in the search to locate a new president of the College. In Faculty Association discussions relating to the qualifications most desirable in a candidate, we feel that the concerns expressed by the evaluation team in the North Central accreditation report are primary. In addition, we feel that those college activities which were noted for excellence should be maintained and expanded.

We feel that the successful candidate should possess a proven record of achievement in developing institutional concerns regarding future planning and organizational cooperation. The candidate should also have instituted programs which increased college enrollment in the face of a poor economic environment and a declining population base.

In addition to these provable characteristics, the next president should be a good communicator and leader with the ability to develop a good administrative structure through which administrators can gain the support and cooperation of the community, student body, and faculty.

Historically community colleges have been leaders in innovative educational programs and community service activities in response to changing local needs. As representatives of the faculty of Sauk Valley College, we would like to become an active partner in a nationwide search to identify an individual who has the ability to make Sauk Valley College one of the most outstanding institutions of its kind in Illinois and in the nation.

Respectfully,

Robert C.

rad

Robert C. Crouse
President
Sauk Valley College Faculty
Association

For Board Meeting
of March 24, 1986

Agenda Item E-4

APPROVAL TO DISPOSE OF
OBSOLETE ITEMS

According to plans approved previously, an auction has been scheduled for Saturday, April 5, 1986 to dispose of obsolete and surplus items owned by the college.

An itemized list of this equipment is provided which the Board should approve for disposition.

RECOMMENDATION: It is recommended that the Board approve the 31-page list of items presented for disposition by auction on April 5, 1986.

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
Standard	Model 8200 Spirit Duplicator	SVC #1357		Furniture Storeroom
Standard	Rocket Spirit Duplicator	SVC #VE4150		Cage
Olivetti	Calculator	SVC 185		Cage
Olivetti	Calculator	SVC 441		Cage
ITC Citizen	Cash Register	SVC VE4034		Cage
Singer	Model 1166 10-Key Electronic Calculator	SVC VE5422		Cage
Victor	10-Key Automatic Calculator	SVC VE4105		Cage
NCR	Double Posting Tray			Furniture Storeroom
NCR	Single Posting Tray			Furniture Storeroom
NCR	Old Computer from Mill			Furniture Storeroom
Standard	Astro II Fluid Duplicator w/cabinet	SVC 69		Furniture Storeroom
Gestetner	#1566 Mimeograph w/cabinet	SVC 1422		Furniture Storeroom
Gestetner	#100 Verifax Machine	SVC 1025		Furniture Storeroom

List Submitted by: _____ Page 1 of 3 Pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
Victor	10-Key Calculator	SVC 56		Furniture Storeroom
Victor	Model 1800 Calculator	SVC 655		Furniture Storeroom
Ricoh	Model 1221 Calculator	SVC 823		Furniture Storeroom
Victor	Model 1800	SVC 5374		Furniture Storeroom
IBM	Executive Typewriter	6479551 - SVC 528		Vault
NCR	Model 33 Accounting Machine	1-7722782 - SVC 82		Furniture Storeroom
NCR	Model 33 Accounting Machine	6892223		Furniture Storeroom
Ricoh	1221PD Calculator	21166		Furniture Storeroom
Monroe	1405 Calculator	F782365		Furniture Storeroom
Victor	10-Key Calculator	3337-245		Furniture Storeroom
Victor	10-Key Calculator	SVC 301		Furniture Storeroom
Monroe	#990 Calculator	SVC VE4972		Furniture Storeroom

List Submitted by: _____ Page 2 of 31 Pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

List Submitted by:

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
Micro Mineos	Gestetner with supplies		One year old	Store room
Micro Ditto				
Micro cabinet for Ditto				Store room
Micro Spirit				
Micro Master				3L16
Maker				
Micro Tolding				
Micro Tolding Machine				3L16
Micro Spiral				
Micro spiral Machine				3L16
plus binder				
5/8" post				

List Submitted by: Kay Alexander Page 4 of 31 Pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
Westinghouse	X-Ray Machine	From X-Ray Lab.	Control Panel & Power Supply	A1 (AHU #1 Equipment Room)
Bruning	Blueprint Copier	3551; SVC E2502	Model 300	A1 (AHU #1 Equipment Room)
Dayton	Unit Heater	6971660	Input - 300,000 BTU Nat. Gas: Output - 240,000 Model 3E871	A1 (AHU #1 Equipment Room)
	Addressograph		Makes printout addresses for mailings	A1 (AHU #1 Equipment Room)
Picker X-Ray Co.	Pixamatic X-Ray Developer			A1 (AHU #1 Equipment Room)
Steiner	Towel Dispensers		(3) Roll-type, Pulldown	A1 (AHU #1 Equipment Room)
Verifax	Copier		Eastman Kodak, 125 VAC	A1 (AHU #1 Equipment Room)
	Cigarette Ash-Urns		4 manufactured - 8 $\frac{1}{2}$ "d x 16"h 41 total 37 homemade - 9"d x 12"h sandfilled	D4 (Sec. Vlt. #2)
General Electric	Disconnect Electric Boxes (2)	THDN3365 THD4325	400A, 3 pole, 600 VAC, 250V, 50H.P. 240 VAC, 400A, 4SN Pole, 250V, 50HP, 240 VAC, 3 phase	3 phase E1 (#4 AHU Equipment Room)
	(24) Light Fixtures	From Exterior Bldg. Overhang	Incandescent type - 5" x 5" x 10"H surface mount, Blk. metal, 150W, 120V	E1 (#4 AHU Equipment Room)
Perfectlite	(96) Light Fixtures	From Stairwells VC-47/100W	(83) Equipped w/120V, 100W Mercury Vapor Ballasts (13) Rates @ 120V, 100W, Incandescent Bulb	L2 (#10-14 A&W Equipment Room)
Perfectlite	(45) Light Fixtures	From Basement Corr. MV-29-5A	(35) Equipped w/277V 175W Mercury Vapor Ballasts (10) Rated @ 120V, 175W Incandescent	L2 (#10-14 A&W Equipment Room)
Ross-Temp.	Drink Dispenser & ice maker	RF-351-DD	Needs repair, icemaker from 2nd floor	L2 (#10-14 A&W Equipment Room)
Clark Minimatic	Floor Scrubbers (2)	SVC 468, 469	Dual Brush Electric Floor Scrubbers	L2 (#10-14 A&W Equipment Room)

List Submitted by:

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
	Phone Booths (5)		Wall mount, wood w/plastic laminate finish, Brown woodgrain, approx. 3'H, 2'W, 1'D	L2 (#10-14 AHU Equipment Room)
Toledo Plate	Plate Glass Mirrors	From Theater Dressing Rooms	48" x 88" x $\frac{1}{4}$ " - Electro copper plated No frames	L2 (N.E. Corridor)
	Frosted Partition Glass (2 pcs)	From Data Center	66" x 27" x $\frac{1}{4}$ "	L2 (N.E. Corridor)
	Seating	From Room 2D3	Fixed: 6 rows of 5 seats each; tablet arm style	M1 (Chiller Room #3)
Victor	Adding Machine		Electrical	1C20 (Print Room)
	Lockers (3)	From Ceramics Lab	Metal Open Grid Type Door, 5 Sect., 6 Lckrs. /Sect. (31 $\frac{1}{2}$ "H x 36"W) Door - 10 $\frac{1}{4}$ " x 13 3/4"	L2 (#10-14 AHU Room)
New Holland	Combine	Mod. 995	w/6 row corn picking head & bean head	T-3 Building
Larson	Spreader		Ag-type, PTO Powered Fertilizer Spreader	Last Shed W. of Barn*
	Trailer		2-Wheel - Homemade	Last Shed W of Barn
	Drags		Field Farm Drags	South of Barn
	Plow		3-Bottom Plow	South of Barn
John Deere	Plow		3-Bottom, 18" Moldboard	South of Barn
	Tank		500 Gal. Used Spray Tank, N.G.	Last Shed W. of Barn
John Deere	Planter	Model 290	Corn Planter w/attachments	South of Barn

List Submitted by: _____ Page 2 of 31 Pages

*In reference to farm machinery, I do not know what belongs to school and what was Schuler's.

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

1	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
	Planter		2-Row	South of Barn
	Dirt Bucket		Rear Mount, 3pt. Hitch, 32" wide	South of Barn
national	Cultivator		2-Row, Front Mount	South of Barn
	Ultra-Lite Plane		w/Trailer	Last Shed W. of Barn
	Sharpener	from Gros.	for Reel Type Mowers	Upper floor of barn
	Wallboard		30 pcs, used, from T-2 Building	Upper floor of barn
	Protectors	from Welding Lab	(3) 7'x6' Pipe Frame & Canvac Prot. Devices	Upper floor of Barn
	Gas Manifolds	from Welding Lab	Manifolds include several student stations for teaching gas welding, includes press, reg, etc.	Upper floor of Barn
	Paint Stripers	SVC 266	for Roadways & parking lots	Upper floor of Barn
	Lab Tops		8 pcs., 4' x 4' Stone Lab Tabletops	Bottom of Barn
	Toilet Stools		1 Large, 7 Child Size from T-2 Building	Bottom of Barn
	Lavatory Sinks		6 from T-2	Bottom of Barn
	Double Sinks		3 from T-2	Bottom of Barn
	Lab Sinks		12 Lab style sink inserts for Tabletops	Bottom of Barn

List Submitted by: _____ Page 8 of 31 Pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

1	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
	Stationary Seating	From Automotive Classroom (1B1)	9 rows of fixed seating, tablet arm style (5 seats/row)	Bottom & Top of Barn
	Lockers	From Welding Lab	4 rows of metal clothes lockers, 6 lckrs each	Top of Barn-Upper Floor
	Lockers	From Ceramics Lab	1 lot of 36 small utility lockers, metal	Upper floor of Barn
	Tables	From Ceramics Lab	2 Laminated Wooden Top Tables 4' x 8'	Upper Floor of Barn
	Table	From Ceramics Lab	1 Laminated Wooden Top Table, 4' x 6'	Upper Floor of Barn
	Table	From Welding Lab	1 Metal Top Table, 4'L x 2'W	Upper Floor of Barn
	Table	From Welding Lab	1 Metal Mechanics Table w/9 Drawers	Upper Floor of Barn
	Cabinet	From Welding Lab	1 Metal Cabinet (3' x 4') (10'Lx1'Wx2'H)	Upper Floor of Barn
	Cabinet		1 Credenza style w/sliding doors on legs	Upper Floor of Barn
	Copy Table	From Welding Lab	1 Wooden copy table, no glass-broken 5'x4'	Upper Floor of Barn
	Duct Work	From Wood Shop	1 Lot assorted ductwork	Bottom of Barn and Shed farthes W of Barn
	Metal Siding	From Pete Dillon(?)	1 Lot assorted siding-insulated	Upper & Lower Barn
	Edgers (2)		Gas Engine-Driven Lawn Edgers	Bottom of Barn
	Tank	From Maint. Dept.	Used Brine Tank, open metal, 4'Dx7'Diam.	Bottom of Barn

List Submitted by: _____ Page 9 of 31 Pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
	Tank	from Automotive	Test Tank for Outboard Motors, metal, 42" x 31" x 34"H	Bottom of Barn
	Hood	from Welding Lab	Galvanized Metal, 5' x 8'	Bottom of Barn
	Rotary Street Broom	from Grounds	Self-powered, gas engine, front tractor mount	Last Shed W of Barn
	Hydraulic Test Benches	VE 4868	(2) w/3 extra tops (26" x 30" x 3") Used in teaching hydr. fluid power course	Bottom of Barn
	Parts Washer	VE4872		Bottom of Barn
	Misc. Items	From Automotive		Bottom of Barn
	Roll-Doors	From Theater Backstage	2 Metal, Roll-up type doors 10'w x 10'h	Last Shed W. of Barn
	Roto-Hoe		Old Farm Machinery	Back of Barn
	Disc		8 ft.	Back of Barn
	Disc		6 ft.	Back of Barn
Woods	Sno-Plow Blade		6 ft., used on old Int. Tractor	Back of Hog House
Woods	Working Machinery		7 pieces. stored in T-1 Bldg.	T-1 Building
	Welders (2 units)		Used by S 7 T Plastics in T-1 Building	
	Spade, Pick Axes Dust Collectors			A1 (AHU #1 Equipment Room)

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

M	NAME	SERIAL #	DESCRIPTION OTHER TECHNICAL INFORMATION	LOCATION
	Pipe Threading Machine			A1 (AHU #1 Equipment Room)
	Woodworking Equipment			A1 (AHU #1 Equipment Room)
	Photographic Equipment			A1 (AHU #1 Equipment Room)
	Automotive Equipment			A1 (AHU #1 Equipment Room)
	Surveying Equipment			A1 (AHU #1 Equipment Room)
	Wood Planer			C2 (Stationary Storeroom)
	Manual Typewriters			C3 (Elevator Equipment Room)
	Adding Machines			C3 (Elevator Equipment Room)
	Welding Supplies			D1 (AHU #3 Equipment Room)
	Grinder			D1 (AHU #3 Equipment Room)
	Welders & Accessories			D1 (AHU #3 Equipment Room)
	Tables & Chairs		8 Children's Tables with plastic stacking chairs	H2 (Furniture Storeroom)
	String Bass & Choir Blazers			K3 (Ev. Equipment Room)

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
	Transmission Lift		From Automotive	T-1 Building
	(2) Barrell Transfer Pumps		From Automotive	T-1 Building
	Port. Stand on Casters		From Automotive	T-1 Building
	5000# Hydraise Lift	SVC 2596	From Automotive	T-1 Building
	Oxygen-Acetylene Tank Holders		From Welding, Floor Mount	T-1 Building
	Inner-Tube Test Tank		From Automotive	T-1 Building
	Paint Spray Booth		From Ceramics Lab Table-Top Unit, Approx. 48" h x 34" x 30"	T-1 Building
Rheem	Water Heater		15 Gal, 120V, 1500 Watts	T-1 Building
Sears	Water Heater		20 Gal, 120V, 1250 Watts	T-1 Building
Cory	Hot Plate		4 Burner	T-1 Building
Cory	Coffee Maker		6 place	T-1 Building
	Kitchen Unit		Stainless Steel, combined (2) drawer (2) Shelf-Free Standing 3' x 3' x 5'6"	T-1 Building
	Misc. Store Racks & Displays			T-1 Building
	Shelf Unit		Open Front, Wood-7 Shelf (4'H x 3' x 3')	T-1 Building

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
	(4) Bench-Type Display Units		Two-Step, Wooden w/Vinyl cover (3'Hx4'Lx2'D)	T-1 Building
	(1) Table		Doctors Examining Table-Antique	T-1 Building
	(1) Blackboard		Used 4' x 6', Partial Frame	T-1 Building
	(2) Table Tops		Approx. 2'x8' w/sink cutouts w/(1) cabinet	T-1 Building
	(7) TV Sets		From Electronics Lab	T-1 Building
	Evap. Coil		For Walk-in Cooler, Used	T-1 Building
	(2) Fountain Syrup Dispensers		W/2 pressure tanks Made for use with a cabinet	T-1 Building

List Submitted by:

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

List Submitted by: Dale Heuck Page 14 of 31 Pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

List Submitted by: Ron Hartje

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION		LOCATION
	NAME	SERIAL #	
Operational Amplifier		VE 4865, VE 4866	Total of 2
Unit Pulse Generator		VE 3400, VE 3390 VE 3399, VE 3386	Total of 6
		VE 3401, VE 3395 VE 3397, VE 3387	with regulated power supply
		VE 3406, VE 3394 VE 3402, VE 3396	
		VE 3403, VE 3391	
Lab servo		VE 3717, VE 3718	Total of 2 synchro receiver & demodulator
Eput Meter		VE 3542, VE 3540 VE 3538	Total of 3
D.C. Laboratory Servo Center		VE 3719	Total of 1
" "		VE 3720	Total of 1 partial (missing case)
Oscilloscope		VE 3522	Total of 1
IBM Card Reader		no number	Total of 3
Regulated D.C. Supply		VE 3512, VE 3513, VE 3518, VE 3519, VE 3515, VE 3516, VE 3517, VE 3520, VE 3511	Total of 9

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	NAME	SERIAL #	DESCRIPTION	LOCATION
			OTHER TECHNICAL INFORMATION	
	Pulse Generator	2291, 2277, 2267, 2308, 2264, 2302, 2305,	Total of 7	Basement
	427A Voltmeter	VE 3473, VE 3472, VE 3476	Total of 3	"
	Engunear Test Oscillator	no number VE 3485, VE 3486, VE 3487, VE 3484, VE 3489, VE 3488, VE 3482, VE 3483	Total of 1 Total of 8 wide range oscillator	"
	Oscilloscope	no number	Total of 1 very old	"
	Q Meter	VE 2519, VE 2520, VE 2521,	Total of 2 type 260A 50 KC- 50 MC	"
	Bridge Oscillator	VE 3508, VE 3507	Total of 2	"
	Wave Analyzer	VE 3534, VE 3533	Total of 2	"
	Pulse Generator	no number	Total of 1	"

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
Digital Trainer	VE 5274			Basement
"	VE 5297			"
"	VE 5277			"
"	VE 5295			"
"	VE 5296			"
"	VE 5294			"
"	VE 5275			"
"	VE 5276			"
AMP	no number			"
Volt Count Generator	VE 3563, VE 3562, VE 3564		Total of 3	Lab
Pulse Generator	VE 3392, VE 3393, VE 3404, VE 3405		Total of 2 Regulated Power Supply	"
DC Power Supply	VE 3386, VE 3375		Total of 1	"
DC Null Volt	VE 3385		Total of 1	"
Pulse Generator	no number		Total of 1	"

List Submitted by: Jean Cogdall Page 18 of 31 pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
Omnigraphic	VE 3551		Total of 2	Basement
"	VE 3550		Total of 1	"
Eput Meter	VE 3541		Total of 1	Lab
Transformer	no number		Total of 2	"
Projector	no number		Total of 1	"
Language Master	no number		Total of 1	"
Capacitor Substitution Box	no number		Total of 1	"
Oscilloscope	VE 3527, VE 3528		Total of 2	"
IBM Printer	no number		Total of 1	"
Wave Analyzer	VE 3535		Total of 1	Basement
Miscellaneous	no number	Transformers		Lab
Oscilloscope	VE 3521		Total of 1	Basement
Digital Trainer	VE 5274, VE 5297, VE 5296, VE 5294, VE 5275, VE 5297, VE 5276, VE 5277		Total of 8 Core Memory	"

List Submitted by: Jean Cogdall Page 19 of 31

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
GE 4111	Apollo overhead projector	153080	overhead projector Model 3651	AV (LRC#1)
GE 507	Apollo	153857	overhead projector Model 3651	AV (LRC#6)
GE 499	Beseler	15041R	overhead projector Model 15710FCBS-CC	AV (LRC#19)
GE 486	Beseler	15030R	overhead projector Model 15710FCBS-CC	AV (LRC#21)
GE 4112	Kodak	None	carousel programmer Model 1	AV (LRC#38)
VE 4113	Bell & Howell	105574	16mm projector Model 540	AV (LRC#67)
VE 4847	Bell & Howell	106670	16mm projector Model 540	AV (LRC#69)
GE 3895	Bell & Howell	135295	16mm projector Model 535	AV (LRC#70)
GE 306	H.S. Delenescope	8373	Opaque projector Model 3525	AV (LRC#71)
GE4929	Standard	None	Filmstrip previewer Model 201	AV (LRC#72)
GE 489	Standard	None	Filmstrip previewer Model 201	AV (LRC#73)
GE 4924	Standard	None	Filmstrip previewer Model 1995	AV (LRC#74)
GE 4919	Standard	None	Filmstrip previewer Model 1995	AV (LRC#75)
GE 4921	Standard	None	Filmstrip previewer Model 1995	AV (LRC#76)

List Submitted by: Betty Orlowski

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
GE 4922	Standard	None	Filmstrip previewer Model 1995	AV (LRC#77)
GE 4923	Standard	None	Filmstrip previewer Model 1995	AV (LRC#78)
GE 4920	Standard	None	Filmstrip previewer Model 1995	AV (LRC#79)
GE 4185	Pana-View	None	35mm slide previewer Model IR	AV (LRC#80)
GE 4183	Pana-View	None	35mm slide previewer Model IR	AV (LRC#82)
GE 4197	Pana-View	None	35mm slide previewer Model IR	AV (LRC#83)
GE 4186	Pana-View	None	35mm slide previewer Model IR	AV (LRC#84)
GE 4190	Pana-View	None	35mm slide previewer Model IR	AV (LRC#85)
GE 4174	Pana-View	None	35mm slide previewer Model IR	AV (LRC#86)
GE 4181	Pana-View	None	35mm slide previewer Model IR	AV (LRC#94)
GE ? No tag	Kodak	None	carousel stack loader Model B40	AV (LRC#102)
GE 228	Radiant	None	tripod screen	AV (LRC#118)
VE 3899	Radiant	None	tripod screen	AV (LRC#123)
GE 194	Radiant	None	tripod screen	AV (LRC#172)

List Submitted by: Betty OrlowskiPage 21 of 31 page

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
VE 4926	Radiant	None	tripod screen	AV (LRC#17)
* GE 5430	3M	12843	sound on slide projector Model 525/125AC	AV (LRC#2)
No tag	Smith Victor	None	light stand	AV (LRC#2)
No tag	Smith Victor	None	light stand	AV (LRC#2)
No tag	Smith Victor	None	light stand	AV (LRC#2)
GE 5619	Yashica	R7060837	camera - mat twin lens Model 124G120	AV (LRC#2)
No tag	Yashica	None	hand grip	AV (LRC#2)
GE 5616	Colortran	None	light (photography) Mini-10	AV (LRC#2)
GE 5616?	Colortran	None	light (photography) Mini-10	AV (LRC#2)
* VE 5508	Technifax	None	photo modifier	AV (LRC#2)
GE 5625	Smith System	None	2 level cart Model 125-229	BL2 (LRC#2)
GE 5703	Smith System	None	2 level cart Model 125-229	2E6 (LRC#2)
GE 5617	Smith System	None	2 level cart Model 125-229	BL2 (LRC#2)
* VE 5490	3M	237615	sound-on-slide projector/recorder Model 625AGA	AV (LRC#2)

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
* VE 5502	3M	103200	sound-on-slide projector Model 625AGF	AV (LRC#372)
* VE 5501	3M	103215	sound-on slide projector Model 625AGF	AV (LRC#373)
VE 5512	Sony	36650	video tape recorder Model 3400	2E6 (LRC#374)
VE5512	Sony	35035	video camera Model 3400	2E6 (LRC#375)
VE 5512	Sony	35190	AC power adaptor Model AC-3400	2E6 (LRC#376)
GE 5632	Kodak	None	Ektographic visual maker Model 2	AV (LRC#378)
* VE 5499	Panasonic	1-16202	TV camera w zoom lens (BW) Model WV-340P	2E6 (LRC#415)
* VE 5499	Panasonic	1-16225	TV camera w/zoom lens (BW) Model WV-340P	AV (LRC#416)
* VE 5499	Panasonic	A1110455 B470410	Special effects pkg, monitors & generator	BL2 (LRC#417)
* VE 5496	Admiral	419887	25" television Model 3E3571	RT 2 (LRC#420)
GE 5514	Panasonic	1-21326	TV camera Model WV-340P	2E6 (LRC#425)
GE ?	None	None	TV camera ext. cables, 4 cables 175' Model	0HO 2E6 (LRC#427)
GE 5717	Sony	16059	Videocassette recorder 3/4" Model VO-1600	AV (LRC#455)
* VE 5766	3M	474692	Sound Page system player Model 626AAD	AV (LRC#457)

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
No tag	3M	474269	Sound page system player Model 626AAD	AV (LRC#458)
* VE 5731	Panasonic	C112055L	videotape recorder, $\frac{1}{2}$ " R-R (BW) NV-3130	BL2 (LRC#466)
VE 5765	3M	277658	sound page system recorder Model 627AA	AV (LRC#467)
VE 5485	Sony	22858	videocassette recorder 3/4" Model V0-1600	AV (LRC#490)
VE No tag	3M	474871	Sound Page system player Model 626AAD	AV (LRC#491)
VE5729	3M	102050	Sound Page system recorder Model 627AG	AV (LRC#493)
VE 5729 ?	3M	475130	Sound Page system player Model 626AAD	AV (LRC#494)
* VE 5858 ?	Panasonic	E1HG10064	Portable videotape rec. with camera R-R (BW) NV3082	BL2 (LRC#500)
* VE 5858?	Panasonic	NV-U415	RF adaptor for above portable NVU/415	BL2 (LRC#502)
* VE 5858?	Panasonic	B139WE	AC charger for above portable NV/B40	2F6 (LRC#503)
GE ?	None	None	Ten pin TV cable (3-50' ea.)	2F6 (LRC#761)
GE4117	Apollo	143088	overhead projector Model 3651	RT.2 (LRC#4)
GE480	Beseler	15031R	overhead projector Model 15710FCBS-CC	RT.2 (LRC#22)
GE4154	Kodak	420492	slide projector Model AV-900	BL2 (LRC#33)

List Submitted by: Betty Orlowski Page 24 of Pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
GE 4901	Technicolor	127563	8mm loop projector Model 500	BL2 (LRC#54)
* VE 4114	Bell & Howell	104130	16mm projector Model 540	BL2 (LRC#68)
GE 599	Technicolor	H307524-19573	super 8 loop projector Model 510	BL2 (LRC#226)
GE 601	Bell & Howell	34604093	audio cassette recorder Model 294D	BL2 (LRC#229)
No tag	Bell & Howell	34604131	audio cassette recorder Model 294D	BL2 (LRC#230)
GE 5464	Bell & Howell	32626286/24450	audio cassette recorder Model 294D	BL2 (LRC#24)
GE 5463	Bell & Howell	32626287/24453	audio cassette recorder Model 294D	BL2 (LRC#24)
GE 5417	Technicolor	F304133	super 8 loop projector Model 510	BL2 (LRC#25)
GE 669	Bell & Howell	80905750	audio cassette player Model 3020	BL2 (LRC#26)
GE ?	Vivitar	None	35mm electronid flash	AV (LRC#28)
GE 5618	Polaroid		Polaroid land camera Model 440	AV (LRC#29)
No tag	Polaroid	None	flash for Polaroid camera Model 440	AV (LRC#29)
GE5595	Bell & Howell	81208190	audio cassette player Model 3020	BL2 (LRC#30)
GE5596	Bell & Howell	81208181	audio cassette player Model 3020	BL2 (LRC#31)

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	NAME	SERIAL #	DESCRIPTION	OTHER TECHNICAL INFORMATION	LOCATION
GE 5601	Bell & Howell	81208186	audio cassette player	Model 3020	BL2 (LRC#316)
GE 5627	Sony	18290	television	Model CUM920U (9")	BL2 (LRC#377)
GE 5578	Bell & Howell	30820227	audio cassette tape recorder	Model 3040	BL2 (LRC#382)
GE 5575	Bell & Howell	30820823	audio cassette tape recorder	Model 3040	BL2 (LRC#384)
GE 5666	Bell & Howell	30820254	audio cassette tape recorder	Model 3040	BL2 (LRC#387)
GE 5648	Bell & Howell	30820821	audio cassette tape recorder	Model 3040	BL2 (LRC#388)
GE 5667	Bell & Howell	30820824	audio cassette tape recorder	Model 3040	BL2 (LRC#414)
GE 682	Premier	None	photo roto-dryer	Model K-1	B12 (LRC#419)
GE No tag	Wollensak	8402398	audio cassette mini-recorder	Model 840	BL2 (LRC#471)
GE 5931	Sharp	30301491M	audio cassette player	Model RD-464	BL2 (LRC#589)
GE 881	Audiotronics	121012	audio cassette player	Model 146	BL2 (LRC#639)
GE 889	Audiotronics	121020	audio cassette player	Model 146	BL2 (LRC#640)
GE 888	Audiotronics	121019	audio cassette player	Model 146	BL2 (LRC#642)
GE 884	Audiotronics	121015	audio cassette player	Model 146	BL2 (LRC#644)

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	DESCRIPTION			LOCATION
	NAME	SERIAL #	OTHER TECHNICAL INFORMATION	
GE 883	Audiotronics	121014	audio cassette player Model 146	BL2 (LRC#646)
GE 1134	Audiotronics	707664	audio cassette player Model 144A	BL2 (LRC#719)
GE 1135	Audiotronics	707661	audio cassette player Model 144A	BL2 (LRC#721)
GE 1133	Audiotronics	707669	audio cassette player Model 144A	BL2 (LRC#724)
GE 1123	Audiotronics	001811	audio cassette recorder Model 1401	BL2 (LRC#738)
GE 1076	Audiotronics	001815	audio cassette recorder Model 1401	BL2 (LRC#741)
GE 1087	Audiotronics	769851	record player Model 300T	BL2 (LRC#750)
GE 1329	Panasonic	EG028610	audio cassette tape recorder RQ2309AV	BL2 (LRC#883)
* VE 5513	Panasonic	11570	videotape recorder- R-R Model WV-3130	BL2 (LRC#426)
GE 313	3M	47BA02266A	Thermofax copying machine, Model 47	BL2 (No LRC#)
GE 478	Mercury	AV-DF0146	Transparency-Diazo maker, Model Mark V	BL2 (No LRC#)
VE 3894	Mamiya Sekor	158701	35mm camera, Model 500 TL	AV (No LRC#)
No tag	Polaroid	None	Polaroid land cameram Model 320	AV (Found by Zindel- not college inventory)
None	3M	64A042560	Office photocopier Model 107	AV cabinet (No LRC#)

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

List Submitted by: Betty Orlowski

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PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	NAME	SERIAL #	DESCRIPTION OTHER TECHNICAL INFORMATION	LOCATION
1	Monroe full key adder	1062976		3K2
2	Monroe full key adder	1062971		3K2
3	Rotary Calculator	B254969		3K2
4	Rotary Calculator	B254996		3K2
5	Rotary Calculator	B972405		3K2
6	Rotary Calculator	B254903		3K2
7	Rotary Calculator	B254937		3K2
8	Rotary Calculator	B254909		3K2
9	Monroe Electronic Calculator	D975937		3K2
10	Seiko Calculator	SS1365		3K2
11	Victor 10-key Adding Machine	3290-905		3K2
12	Singer Calculator	22401		3K2
13	Monroe Calculator	B072582		3K2
14	Olivetti Calculator	ID-689957		3K2

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	NAME	SERIAL #	DESCRIPTION	OTHER TECHNICAL INFORMATION	LOCATION
15	Slide Projector	2156			3K2
16	Slide Projector	2812			3K2
17	Slide Projector	2228			3K2
18	Slide Projector	2743			3K2
19	Slide Projector	2849			3K2
20	Slide Projector	2974			3K2
21	Slide Projector	2506			3K2
22	Slide Projector	2024			3K2
23	Singer Printing Electronic Calc.	24773			3K6
24	Singer Printing Electronic Calc.	24629			3K6
25	Friden Rotary Calculator	001693			3K6
26	Light Table	VE4014			3K6
27	IBM Mag Card Typewriter	240109102			3K6

List Submitted by: Glenn Bailey Page 30 of 31 Pages

PRELIMINARY INVENTORY OF
DISPOSABLE ITEMS

ITEM	NAME	SERIAL #	DESCRIPTION OTHER TECHNICAL INFORMATION	LOCATION
28	IBM Belt Recorder	1318873	State No. 14114	3K4
29	"	1318965	State No. 14112	3K4
30	"	533432	VE No. 3816	3K4
31	"	1318867	State No. 14107	3K4
32	"	1318902	State No. 14110	3K4
33	"	535532	State No. 3559	3K4
34	"	1318898	State No. 14108	3K4
35	"	1318884	State No. 14111	3K4
36	"	533435	VE No. VE3817	3K4
37	"	533434	VE No. VE3815	3K4
38	"	1318966	State No. 14109	3K4
39	"	533431	VE No. 3819	3K4
40	"	533433	VE No. 3818	3K4
41	"	1318897	State No. 14113	3K4

List Submitted by: Glenn Bailey Page 31 of 31 Pages

For Board Meeting
of March 24, 1986

Agenda Item E-5

AUTHORIZATION TO BID

The college has been asked by the Ill. Department of Corrections School District #428 to purchase the equipment for the Electronics Program prior to the end of the current fiscal year (June 30, 1986). Funds in the amount of \$44,000 are included in the FY86 prison program contract for this purpose. We have to proceed with these purchases now in order to complete the bidding, issue the purchase orders, and have the equipment invoiced prior to June 30, 1986.

School District #428 just this past month informed us that the budget year for our contract has been moved from September 1 through August 31 to July 1 through June 30. Thus, we have to expedite the purchase of this equipment in order to comply with the new fiscal year ending date.

We would like to have authorization to proceed with bids for this equipment with the expectation of having them ready for the April 28 Board meeting.

RECOMMENDATION: It is recommended that authorization be granted to seek bids for equipment for the SVC electronics program at the Dixon Correctional Center.

For Board Meeting
of March 24, 1986

Agenda Item F-1

ADMINISTRATIVE REAPPOINTMENTS

Each year we act on administrative appointments. The following personnel are recommended for reappointment for the positions shown for 1986-87:

CONTINUING APPOINTMENTS PER POLICY 410.01

Clevenger, Walt	Director of Data Processing
Edison, Bob	Dean of Business Services
Foster, Don	Dean of Instruction
Gelander, Ralph	Director of Public Information
Hardersen, Al	Director of Admissions, Counseling and Placement
Holtam, Dick	Asst. Dean Health, Community and Extended Services
Marlier, Ron	Director of Financial Aid
Pfeifer, Al	Asst. to the Director of Data Processing
Sagmoe, John	Dean of Student Services
Seguin, Mike	Asst. Dean of Arts, Sciences and Physical Education
Welch, Norm	Director of Buildings and Grounds

2 YEAR CONTRACTS PER POLICY 409.01

Shapton, Karen	Director of Planning and Resource Development
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1 YEAR CONTRACT PER POLICY 409.01

Dickinson, Jim	Accountant
Hain, Carol	Director of Nursing
Hall, Zollie	Asst. Dean Business, Technology and Natural Sciences

RECOMMENDATION: It is recommended that the administrators recommended for reappointment for the 1986-87 year be approved.

For Board Meeting
of March 24, 1986

Agenda Item F-2

APPROVAL OF PROFESSIONAL POSITIONS

Authorization is sought to fill the following professional positions:

1. Physical Education Instructor

This position was vacated a year ago when Char DeFrancesco was granted a leave. She will not be returning so we would like authorization to fill this position.

2. Electronics Instructor at DCC

This is a new position to staff the new electronics program at the Dixon Correctional Center.

3. Radiological Technology Instructor

This is a new position to fulfill requirements for accreditation in our radiological technology program.

RECOMMENDATION: It is recommended that authorization be granted to seek persons to fill these positions.

For Board Meeting
of March 24, 1986

Agenda Item G-1

ACADEMIC CALENDAR

1986-87

The Board needs to approve the academic calendar for the 1986-87 year. The proposed calendar has no substantive changes from previous ones.

This calendar has been forwarded to the Faculty Association as stipulated in the Faculty Agreement.

RECOMMENDATION: It is recommended that the academic calendar for 1986-87 be approved as presented.

1986-87
SAUK VALLEY COLLEGE
Academic Calendar

FALL SEMESTER 1986

Preregistration begins	Monday, March 31
Last day for preregistered students to pay	Thursday, August 14
Regular registration: 1:00 p.m. to 8:00 p.m.	Wednesday, August 20
9:00 a.m. to 8:00 p.m.	Thursday, August 21
Faculty orientation	Friday, August 22
Fall classes begin	Monday, August 25
Late registration	Monday, August 25 thru Friday, August 29
Last day for course change	Friday, August 29
Labor Day - No classes - Offices closed	Monday, September 1
Pow-Wow Day - Classes dismissed at noon	Wednesday, September 10
4:00 p.m. classes will be held.	
Evening classes will be held as scheduled.	
Columbus Day - No classes - Offices closed	Monday, October 13
Constitution examination	Thursday, October 16
Mid-semester date	Friday, October 17
Veteran's Day - No classes - Offices closed	Monday, November 10
Thanksgiving vacation begins	Wednesday, November 26 at 5:00 p.m.
College offices closed	Thursday, November 27 thru Sunday, November 30
Classes resume	Monday, December 1
Final examinations	Monday, December 15 thru Thursday, December 18
Final grades due in Office of Admissions and Records	Friday, December 19 at 12 noon
College closed for Christmas break	Tuesday, December 23 at 5:00 p.m.
College offices open	Monday, January 5 at 8:00 a.m.

SPRING SEMESTER 1987

Preregistration begins	Monday, November 3
Last day for preregistered students to pay	Monday, January 5
Regular registration: 1:00 p.m. to 8:00 p.m.	Wednesday, January 7
9:00 a.m. to 8:00 p.m.	Thursday, January 8
Faculty orientation	Friday, January 9
Classes begin	Monday, January 12
Late registration	Monday, January 12 thru Friday, January 16
Last day for course change	Friday, January 16
Martin Luther King Day - No classes - Offices closed	Monday, January 19
Lincoln's Birthday - No classes - Offices closed	Thursday, February 12
Mid-semester date	Friday, March 6
Constitution examination	Thursday, March 12
Spring vacation begins	Friday, April 10 at 5:00 p.m.
Good Friday - Offices closed	Friday, April 17
Classes resume	Monday, April 20
Constitution examination	Thursday, April 23
Final examinations	Monday, May 11 thru Thursday, May 14
All grades for prospective graduates due in the Office of Admissions & Records	Thursday, May 14
All grades due in the Office of Admissions & Records	Monday, May 18 at 9:00 a.m.
Commencement	Wednesday, May 20
Memorial Day - Offices closed	Monday, May 25

SUMMER SESSION 1987

Preregistration begins Monday, April 6
Regular registration Thursday, June 4
9:00 a.m. to 8:00 p.m.
Classes begin Monday, June 8
Late registration Monday, June 8
and Tuesday, June 9
Mid-session date Thursday, July 2

Final examinations Wednesday, July 29
and Thursday, July 30
All grades due in the Office of Admissions
and Records Monday, August 3
at 9:00 a.m.

For Board Meeting
of March 24, 1986

Agenda Item G-2

DAVTE LOCAL PLAN FOR VOCATIONAL EDUCATION

Attached is the abbreviated local plan for submission to DAVTE.

This represents a much smaller document than in the past and is really only an update. Under the present system, the college has to submit a complete plan every three years.

This does require the signature of the college president and the board secretary.

RECOMMENDATION: It is recommended that the update to the DAVTE Local Plan for Vocational Education be authorized.

LOCAL PLAN FOR VOCATIONAL EDUCATION
Section A
GENERAL INFORMATION

INSTRUCTIONS: Two copies of this section must be completed and submitted by all applicants. Be sure to check the type of claiming period that will be utilized. Indicate by checking whether the district is under a semester system or a quarter system. In addition, whether summer occupational programs will be claimed.

CLAIMING PERIODS

Semesters Quarters

WILL A SUMMER SESSION PERIOD BE CLAIMED?

Yes No

NAME OF AGENCY

Sauk Valley College

AGENCY ADDRESS (Include Zip Code)

RR5
 Dixon, IL 61021

NAME OF CHIEF AGENCY ADMINISTRATOR

W. Hal Garner, President

PHONE

(815) 288-5511

NAME OF PRINCIPAL (Secondary Only)

PHONE

NAME OF LOCAL PLAN DEVELOPER

Zollie W. Hall

POSITION Assistant Dean; Business,
 Technology, Natural Science

PHONE

(815) 288-5511 ext 356

CHAIR OF LOCAL ADVISORY COUNCIL

Zollie W. Hall

1. What is the current total agency enrollment (9-12 or community college)? ----- 3,503

What is the current estimated number of students (unduplicated) enrolled in vocational education? ----- 1,902

2. Yes No Does your agency have a formal, written joint agreement with any other agency for vocational educational programs?

If yes, check appropriate response:

AVC Two or more agencies

Other (explain) _____

3. Designate the administrative agency or agencies of the joint agreement that are applicable to question 2 above.

Whiteside Area Vocational School; Illinois Valley Community College; Kishwaukee College;
 Rock Valley College; Blackhawk (East) College; Highland Community College;
 Eastern Iowa Community College

NOTE: 1. A current copy of the above joint agreement and appropriate signed Resolution page must be kept on file in the administrative offices of all agencies participating in the joint agreement. A copy of each signed Resolution page and the joint agreement must be submitted to the Department of Adult, Vocational and Technical Education by the administrative agency of the joint agreement (not applicable to community colleges).

2. On a separate sheet of paper attached to Section A of this Plan, the administrative agent for the joint agreement should list (by agency name and occupational area) the estimated number of students from other agencies that will be enrolled in vocational education courses that are a part of the joint agreement.

4. In the chart below, list the estimated number of students from your agency that will be attending classes in other agencies. (Joint agreement, area vocational center, or other arrangements).

AGRICULTURAL OCCUPATIONS	BUSINESS MKT. & MGMT. OCCUPATIONS	HEALTH OCCUPATIONS	HOME ECONOMICS OCCUPATIONS	INDUSTRIAL OCCUPATIONS	TOTALS
6	2	7	0	2	17

5. Yes No Does your agency contract with any private institutions to provide vocational education for your students (e.g. cosmetology, data processing, etc.)? Sterling School of Beauty Culture, Inc.

If yes, a signed current copy of the contract shall be submitted with this Plan. The Beauty Academy

6. Estimate the number of students from private and/or nonpublic schools to be served in vocational education programs offered by your agency (secondary only). -----

ILLINOIS STATE BOARD OF EDUCATION
 DEPARTMENT OF ADULT, VOCATIONAL AND TECHNICAL EDUCATION
 LOCAL PLAN FOR VOCATIONAL EDUCATION

SECTION G
 VOCATIONAL PROGRAM PERSONNEL

800
 K VALLEY COMM COLLEGE

AVTE REG: 2 ESR: 36 CTY: 052 DIST: 5060
 AVTE PLANNING DIST: 23

LAST	NAME	FIRST	CIP CODE	OCCUPATIONAL ASSIGNMENT CODES	SEQ	CIRCLE ONE IF APPLICABLE	
						DELETE	CHANGE
ING		JAN	18.1101	1	001	D	C
LEY		GLENN	07.0608	1	002	D	C
TON		DON	06.0401	1	003	D	C
DALL		JFAN (MR)	15.0303	1	004	D	C
USE		ROBERT	43.0105	1	005	D	C
TER		DONALD		5	006	D	C
NA		JERRY	48.0503	1	007	D	C
ES		CARL	06.0401	1	008	D	C
SSMAN		LEONNA	17.0605		009	D	C
		CAROL	18.1101	1	010	D	C
PACH		RON	15.0501	1	011	D	C
DERSEN		AL		6	012	D	C
TJE		RON	07.0101 06.0201	1	013	D	C
—AM		RICHARD		5	014	D	C
—ER		KAREN	17.0605	1	015	D	C

ILLINOIS STATE BOARD OF EDUCATION
 DEPARTMENT OF ADULT, VOCATIONAL AND TECHNICAL EDUCATION
 LOCAL PLAN FOR VOCATIONAL EDUCATION

SECTION G
 VOCATIONAL PROGRAM PERSONNEL

00 AVTE REG: 2 ESR: 36 CTY: 052 DIST: 5060
 VALLEY COMM. COLLEGE AVTE PLANNING DIST: 23

ST	NAME	FIRST	CIP CODE	OCCUPATIONAL ASSIGNMENT CODES	SEQ	CIRCLE ONE IF APPLICABLE	
						DELETE	CHANGE
	MARY ANNE		07.0606	1	016	D	C
AD	MICHAEL			6	017	D	C
SON	ROSEMARY		18.1101	1	018	D	C
K	MARY		18.1101	1	019	D	C
MANN	ROBERT		47.0605	1	020	D	C
IN	JOAN		18.1101	1	021	D	C
E	DUANE			6	022	(D)	C
ON	HAROLD		17.0309		023	D	C
	BEV		07.0305	1	024	D	C
R	CHARLES		15.0805	1	025	D	C
ERSON	CHARLES		15.0803	1	026	D	C
IN	MICHAEL			5	027	D	C
PERT	STAN		17.0209		028	D	C
TR	EUGENE			5	029	(D)	C
	CHARLES		07.0101 06.0201	1	030	D	(C)

SECTION G
VOCATIONAL PROGRAM PERSONNEL800
K VALLEY COMM COLLEGEAVTE REG: 2 FSR: 36 CTY: 052 DIST: 5060
AVTE PLANNING DIST: 23

LAST	NAME	FIRST	CIP CODE	OCCUPATIONAL ASSIGNMENT CODES	SEQ	CIRCLE ONE IF APPLICABLE	
						DELETE	CHANGE
TE	PEGGY		17.0309	1	031	0	C
COX	DONNA			6	032	0	C

- ISBE USE ONLY -

SECTION G
Vocational Program Personnel

Sauk Valley College

NAME OF AGENCY

1986-87

PLAN YEAR

Last	NAME First	CIP CODE	ASSIGNMENT CODE	ISBE USE ONLY
1. McNeal, Norman		07.0305	1	
2. Hall, Zollie			5	
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
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25.				
26.				

SECTION H

Sauk Valley College
Name of Agency

1986-87
Plan Year

This is to certify that all vocational education programs and services continue to meet all assurances as stipulated in the Fiscal Year 1986 Local Plan for Vocational Education.

Date	Signature of Board Officer	Secretary Position
Date	Signature of Chief Agency Administrator	President Position

This is to acknowledge receipt of the Local Plan Annual Update for Vocational Education and transmittal of same to the Illinois State Board of Education/Department of Adult, Vocational and Technical Education; 100 North First Street; Springfield, Illinois 62777.

Date	Signature of Community College Board Representative	Position
------	--	----------

APPROVAL:

Approved

Not Approved

Date	Signature of Assistant Superintendent Department of Adult, Vocational and Technical Education
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- SUBMIT THIS PAGE IN DUPLICATE -

March 21, 1986

MEMORANDUM

To: SVC Board of Trustees
From: Dr. Hal Garner
Re: *no file* Additional Items of Current Interest

Several items are now available which will be most useful to you if you have them before Monday night's meeting.

They are:

1. Progress Report on Computer Conversion
A report by Mr. Clevenger on the current status of the computer. He will expand on it at the meeting.
2. Consultant Report on Computer Conversion
A report by Dr. Paul Brinkman from NCHEMS. He was on campus on March 12 and 13.
3. Correspondence from Ernst & Whinney
This is the search firm that will send a representative to meet with us at 5:00 p.m. in our special session.
4. A memo I wrote to distribute at the last meeting (March 17th) but felt that a time such as this would be better.

mv
encs.

cc: Deans

PRELIMINARY COMPUTER PLAN

03/20/86

At the March 1985 Sauk Valley Board Meeting, the Board approved the purchase of an IBM 4361 mainframe. The priorities of the machine are three fold:

- 1) CAD Instruction
- 2) Data Processing Instructions
- 3) Administrative Processing

The primary reason for the purchase was to enhance our instructional programs.

Now, approximately one year later the staff of the College will begin to implement the instructional and administrative computing phase on the IBM 4361. The College anticipates that construction of the new computer center and educational lab will be completed during the month of May.

Priorities

The Computer Policy Group has decided on the following priorities for the immediate future, as far as what goes on the new computer and in what order. The priorities are as follows:

- 1) CAD Software
- 2) Data Processing instructional Software
- 3) Business Office Software
- 4) Student Record Software
- 5) Other Administrative Applications

In determining the priorities, the Computer Policy Group felt that we had to have the computer up and running for instruction in the Fall. We also wanted to give our faculty time to become familiar with the new system.

We had initially anticipated running the Business Office on the IBM 4361, but not with the urgency that is now facing us. The Business Office equipment is breaking down and because of the age it cannot be repaired. The College has already lost one machine in the Business Office. They have only one left and this bookkeeping machine is breaking down with more regularity.

Because of the urgency of instructional needs and the business office needs, additional help will be hired to work with the business office on a temporary basis to implement their software.

The student record system which is running on the NCR will be transferred to the IBM system. This can be accomplished by acquiring a package or by converting the present software under a data base system. The NCR system will handle the College in the short run. The College must realize that there will be financial costs in running both systems.

The priorities and rationale are supported by the data processing consultant that was recently here.

Any project of this complexity and magnitude must have the support of top management to be successful. Each member of the the computer policy group has shown their support for the methodology and process of the conversion to IBM Hardware.

The Members of the Computer Policy Group are as follows:

Dr. Garner

Dean Foster

Dean Edison

Karen Shapton

Dean Sagmoe

Walter Clevenger

* IMPLEMENTATION SCHEDULE (Next 8 Months)

It is very difficult to derive an accurate implementation schedule since the staff of the College has no prior knowledge of the complexity of IBM's software. An Implementation schedule will be adjust as experience dictates.

Below is a targeted implementation schedule.

Completion Date	Activity
May 1986	<ol style="list-style-type: none">1. Finish the new construction of the computer center and educational computing lab.2. Install IBM 4361
July 15, 1986	<ol style="list-style-type: none">1. Complete Installation (ready for operation) of CAD software
Aug 15, 1986	<ol style="list-style-type: none">1. Complete Installation (ready for operation) of Instructional software for Data processing students on mainframe.
Jan 1, 1987	<ol style="list-style-type: none">1. Complete installation of business office software
Nov 1, 1986	<ol style="list-style-type: none">1. Start analytical study of student records system and /or appropriate student records conversion to the IBM.

* Based on IBM computer being up and running in May.

BUDGET BREAKDOWN
of computer acquisition

MONIES EXPENDED

Purchase of IBM 4361 hardware and software	461244
Purchase of NCR hardware	70000
Staff Development	10758
Construction of new computer center and lab facilities	120000
Other one time costs (ie. Administrative software, and Training)	48500

* Total one-time expense	710502

SOURCE OF FUNDS

FY85 High Tech Grant	165443
FY86 High Tech Grant	31051
Total external funds to project	196494
Site and Construction Fund	514008

Total funds expended	710502

* Excluding current and future operating costs.

P.O. Drawer P
Boulder
Colorado 80302
303/497-0345

March 18, 1986

Dr. Hal Garner
Sauk Valley College
Dixon, Illinois 61021

Dear Hal:

I have enclosed a report summarizing my thoughts on computing at Sauk Valley College. I hope that the report will be useful to you and the staff, and that it does justice to a complex situation.

It was a pleasure working with you. Your leadership style and grasp of the situation, and the competence of your staff, bodes well for the future.

If I, or my colleagues at NCHEMS, can be of any further assistance, please let us know. The area in which we could provide the most help would be long-range planning for the overall information system.

Good luck on these endeavors.

Sincerely,

Paul

Paul T. B an
Senior Associate

PB/maf

Enclosure

Consultant's Report

**The Evolution of Computing Capacity at Sauk Valley College:
Observations and Recommendations**

by

Paul T. Brinkman, Ph.D.

NCHEMS Management Services, Inc.

March 14, 1986

The Evolution of Computing Capacity at Sauk Valley College: Observations and Recommendations

The observations and recommendations that follow are based on a two-day visit to the campus of Sauk Valley College (SVC) on March 12th and 13th, 1986. Interviews and meetings were held with President Garner and other top administrators, computer center staff, and several faculty and other staff who have an interest in computing at SVC. The purpose of the visit, which was made at the request of President Garner, was to evaluate the current direction being taken by SVC with respect to meeting its immediate and future needs for computer capacity. Both administrative and instructional needs were included in the assessment.

Current Situation

Taken together, the information system, the role of computers within that system, the involvement of computers in instruction, and the other roles that modern-day computers can play constitute a complex situation at any college, and SVC is no exception. For present purposes only a few dimensions of this situation need be mentioned; they are the salient features that pretty well dictate what must be done in the near term.

1. The college owns and operates an NCR computer that functions as the focal point of a significant, but limited, portion of the institution's information system. This computer also supports some instructional activities (such as instruction in computer programming), but does not support other activities such as instruction in Computer Assisted Design (CAD). The vendor will supply maintenance support for about another five years. In the absence of that support the continued viability of current

NCR-based systems, if they were still running on the NCR, would be put at some risk.

2. The college has recently acquired an IBM mainframe computer that can support CAD instruction, programming instruction, and instruction on how to operate an IBM mainframe--all of which are services that the faculty and the academic administration wish to provide as part of the curriculum at SVC. This computer can also handle administrative data processing. At this time, there is no reason to believe that it cannot handle both instruction and administration.
3. Remodeling required to house the new computer is well underway.
4. SVC has promised its constituents that instruction in CAD and the operation of an IBM mainframe will be available next fall.
5. Important elements of the Business Office operations are being run on bookkeeping equipment which, while adequate, is old enough to be very difficult to repair. If the machine that is still running were to go down, the Business Office would be forced (as things now stand) to manually perform three major functions: accounts receivable, accounts payable, and general ledger.
6. A search for a comprehensive, management information system package well suited to the particulars of SVC and its environment has been unsuccessful thus far.

7. SVC has competent, experienced staff at all levels, including those in charge of the computer center. The staff is limited in number, however, and could easily get into a situation in which they attempt to do more than is reasonable. This is especially true for the computer center staff.

8. SVC has submitted a Title III grant proposal. If the institution were successful in this regard, the timing of the award would not affect the short-term decision horizon, but it would have a major impact on the management information system in the long run.

9. Microcomputers are turning up with increasing frequency in various parts of the campus. At present, the degree of institution-wide control over this phenomenon is quite modest relative to its potential impact on the budget and on overall institutional operations.

Evaluative Criteria

At bottom, there is no recipe book that specifies completely how best to handle computer-based activities in the instructional, administrative, and general people-support areas. There remains plenty of room for human judgment. Nonetheless, to get from the current situation to a list of recommendations, an evaluator must use criteria of some kind (well founded one would hope). A brief sketch of the criteria, or principles, used by this observer follow:

1. A comprehensive information system, in a strict sense, usually is not a realistic goal; but, an overall picture is important, and ultimately all critical elements in the information system should be dealt with systematically. It is extremely important to attempt to see, and plan for,

the whole. But the whole should be defined and delineated in terms of critical elements that can be related to decisions and actions, rather than in terms of data elements that can be found somewhere on the campus.

2. Integration of subsystems is critical, but integration should be thought of in terms of a continuum rather than in terms of an absolute either/or choice. To borrow a phrase from the architectural world, form should follow function. That is, elements within the information system should be integrated to the extent needed to support planning, management, and evaluation. Integration is not an end in itself, but a means to an end.

3. In building a new system, whether it be an information system narrowly defined or a new set of computer capabilities broadly defined, it usually makes sense to start small by establishing a secure beachhead. It is important to stay within organizational capacity so that the odds of success are high. It is also important to maintain momentum once development begins. Developing new systems requires that people must work outside the scope of their normal, ongoing duties. Their enthusiastic participation cannot be assumed; it must be cultivated, and early successful efforts, however modest, can be very effective in this regard.

4. The best approach to setting priorities is the obvious one: work on the most vital areas first. The vital areas are those that are malfunctioning or that are at some risk or that have high visibility--or some combination thereof.

Recommendations

What follows are several recommendations for how to proceed in the very near term, or roughly the next six months.

1. Go forward with the installation of the IBM 4361 computer, and do so as quickly as possible.
2. Install the CAD system on the 4361, again as quickly as possible. Use current computer center staff as primary staff for this purpose. (Happily, arrangements have already been made for the staff to receive close support from nearby IBM personnel who are familiar with the CAD program in a 4361 environment.) Do what it takes to ensure that this capability is operational by early July, to allow faculty time to familiarize themselves with it and to prepare instructional plans for the fall term.
3. Limit the installation of administrative systems on the 4361 to a portion of Business Office operations: accounts payable, accounts receivable, and the general ledger. If at all possible, find a package developed elsewhere that is reasonably close to what is needed at SVC. Then modify the package as need be to fully satisfy SVC's specifications. Look for temporary help, in the form of an experienced programmer, to carry out the modifications and, in concert with the permanent computer center staff, to bring these systems to full operation on the 4361. Do what it takes to ensure that these systems are operating by August, to coincide with the new budget cycle.
4. When the installation of the CAD program and the Business Office subsystems are completed, take time to do two critical planning tasks: 1)

determine the shape of the overall system that will ultimately reside on the 4361 computer (what are the pieces, the subsystems, that will be included, and how will they be related to one another); and 2) determine the order in which the subsystems are to be installed.

Of course, thinking on these two tasks can and should go on throughout the college during the intervening months. At some point, however, that thinking must be made to coalesce around a concrete plan. From this observer's perspective, the obvious time would be early fall. By then the computer center staff will be much more knowledgeable about what will work well on the 4361 given the operating system(s) and development tools that will be installed during the next several months. For example, they will have a better understanding of what it will take to create a true database environment for some portion of the overall information system. A database environment is not a necessity, but it certainly deserves a close look for student related data. Data about students, SVC's most critical constituents, are especially suitable for the ad hoc queries that database technology has been designed to handle.

In considering what systems to install on the new IBM mainframe, it will be useful to consider possibilities that go beyond information systems per se. For example, word processing could be made available to individuals throughout the campus by means of terminals connected to the mainframe. Access to electronic spreadsheets, statistical packages, graphics packages, and various other aids to human thinking, imagining, and general intellectual productivity could also be provided. At SVC, these capabilities are probably still thought of more as perquisites than as prerequisites or entitlements, but the tendency to move toward the latter

is strong. It is time to start thinking seriously about what will be provided and how. The long-term distribution of capabilities between the mainframe and the institution's microcomputers is an important piece of this puzzle.

5. Pay more attention to the role of microcomputers on campus. Three areas are worth looking at in the near term: an overall strategy covering both the academic and administrative areas, a management control structure, and a set of policies regulating the use of software.

An overall strategy is needed because microcomputers are extremely versatile. They can serve as file drawers, typewriters, word processors, communications devices, teaching assistants, drawing pads, simple calculators, terminals, full-fledged computers, and so on. A strategy is needed that spells out the ways in which these machines will be used at SVC--and what they will replace in the process.

Management control is needed first of all for budgetary reasons. Low unit prices in this instance are not likely to translate into a modest overall impact on the budget. Management control is also needed to prevent the undue proliferation on campus of incompatible hardware and software. At little or no extra cost, compatibility provides a built-in redundancy that will lower the risks involved in adopting the new technology. In addition, it provides the means for sharing in ways that can save time and resources.

Policies regarding the use of software are needed to give the college some measure of legal protection, and because the college, as an entity given the public trust, should maintain the highest ethical standards.

SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE March 17, 1986

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Hal Garner

Re: Aids in Responding to the Media and Public

As trustees, you are often confronted by the media or members of the public, on issues or information. It is often difficult to handle these situations tactfully and correctly.

For example, it is both contrary to policy [109.01 (V) and 116.01 (5)] and inappropriate to discuss publicly confidential matters you have received in writing or executive session.

You do need to anticipate how you will respond to inquiries in advance when possible. This is one reason the Board Chair and/or the President alert you to special publicly sensitive issues ahead of time.

As an aid for you in answering inquiries in a manner that is friendly and firm, I have prepared some samples you may find useful. You may think of others. In all cases, you will need to personalize the response to fit yourself--while keeping charge of the situation and not permit it to get out of bounds.

Let me know how these strike you. You may have ideas for revisions or additions that others will want to know about, too.

mv
enc.

CONSIDERATIONS FOR RESPONSES
TO MEDIA BY BOARD MEMBERS

I appreciate your interest in _____ but it is not something I am free to comment on.

We have a policy at Sauk that our Board Chair is the spokesperson for question on Board matters.

As you know, we have a very open posture with the media at Sauk. It is premature, however, for me to comment on this matter at this time. Thanks for your interest.

I am glad you felt free to bring this matter to my attention. As Trustees, however, we do want our administration to look into matters like this on our behalf. Have you referred this to (Dean) (President)?

It is quite possible that the matter you raise is a confidential one. If it is, our Board has a policy on not commenting on such matters. We cannot comment except through our Board Chair, or after we have discussed and/or acted on the matter in public session.

I am sensitive to your question, however, I cannot speak for the Board. We may have personal interest as individuals in matters such as you raise, but we have no authority individually. Our authority is only as a total Board, so it is (necessary), (wise), (appropriate) for me to hold comment until after the Board has considered the issue.

Ernst & Whinney

150 South Wacker Drive
Chicago, Illinois 60606

March 19, 1986

312/368-1800

PERSONAL AND CONFIDENTIAL

Ms. Edie Peterson

Dixon, Illinois 61021

Dear Ms. Peterson:

I certainly enjoyed our brief telephone conversation this week regarding Sauk Valley College. It is a pleasure to explain how Ernst & Whinney/Executive Search would conduct an executive search engagement on behalf of an educational institution.

Our approach involves several integrated phases. First, we meet with the board and chief administrators for a fact gathering session to learn about your institution and the expectations and requirements of the position, including such key areas as personal chemistry and management style. We would also expect to meet individually with key members of the institution for the purpose of understanding each individual's unique background, personality and style. This is vital, since the success of any candidate will depend largely on the ability to interact effectively with board members, faculty, students and community members.

Based on this information, we would develop a comprehensive Position Description depicting the position in-depth, in the context of your institution and its objectives. The development of this Position Description involves an analysis of five areas:

- The total scope of responsibilities, including reporting relationships;
- the qualifications desired, including both experience and education;
- the personal characteristics, style and value orientation of an ideal candidate;
- the short and long-range organizational goals; and
- any unusual requirements.

The Position Description is then drafted and submitted for the selection committee's review and approval. After this review, the committee members are encouraged to discuss any alterations that are

Ms. Edie Peterson

March 19, 1986

necessary, so that we are in total agreement. At this time, we would also develop with the selection committee, the screening criteria to be utilized.

The next phase of the search process consists of identifying the target "universe" from which to draw potential candidates. Our dedicated Research Department cooperates with the Project Director in characterizing the type of individual most likely to fit the institution's environment. Once this has been established, a list of institutions and individuals is developed. This source list is used as the focal point from which to directly contact individuals regarding the opportunity. Advertisements in appropriate newspapers and journals would also be used.

Our communication or sourcing phase is then initiated. Sourcing involves direct telephone contact coupled with direct mail correspondence to specific select individuals, utilizing letters and a copy of the Position Description. During this phase, unless directed otherwise, the identity of the institution is maintained in confidence.

The research and sourcing phases involve significant effort. As candidates are identified, telephone interviews are conducted to assess their potential with the institution and level of interest. After we have narrowed this candidate pool to those prospects most likely to be acceptable to the institution, we proceed to arrange personal interviews. Internal candidates may also be interviewed at this time. The personal, in-depth interview assesses accomplishments and background in three major areas:

- Administrative and managerial competence including our assessment of education, experience, management style, career goals and long-range potential;
- technical skills reflecting expertise, knowledge and accomplishment as an educator and administrator;
- personal characteristics including interpersonal communication skills, personality patterns, attitude, bearing and delivery appropriate for your institution.

After our in-depth appraisal of candidates, those persons meriting further consideration will be referred to the selection committee for assessment. We will request another personal meeting with the selection committee to provide verbal commentary on each candidate submitted. Written information on each candidate will be presented in a standard format for the purposes of comparison. This discussion will summarize our interview impressions and the rationale for our recommendations. It is important to note that the hiring decision rests with the selection committee and the college's governing body.

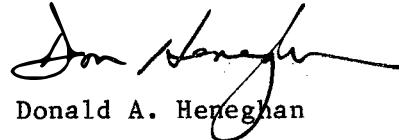
Ms. Edie Peterson

March 19, 1986

Additionally, we would assist in coordinating candidate interviews with the selection committee. After the interview process has been completed and a finalist candidate has been selected, we will function as a third party liaison between the institution and the candidate. We will assist in any negotiations that may be necessary and will provide counsel on the offer of employment, including the structure of the compensation package and relocation considerations. We will also provide counsel to candidates not selected.

Hopefully, this brief overview answers your initial questions. I look forward to meeting you and the other board members on Monday, March 24, at 5:00 p.m. to discuss your needs.

Sincerely,



Donald A. Heneghan

DAH:jc

For Board Meeting
of March 24, 1986

C-O-N-F-I-D-E-N-T-I-A-L

SPECIAL FOR EXECUTIVE SESSION REVIEW

We have a "freakish" situation in applying the formula
for promotions as outlined in our Faculty Contract.

See the attached for the problem.*

We will need to discuss the solution in executive
session.

Attached in salary file. *

TREASURER'S REPORT

February 28, 1986

EDUCATION FUND

Balance on Hand January 31, 1986 \$ 206,762.95

Receipts:

Taxes	191.64
In Lieu of Taxes	548.28
Charge-Back Revenue	2,701.40
State Apportionment	372,451.00
State Equalization	12,464.25
Federal Work Study	21,025.73
Other Federal Funds	438.00
Graduation Fees	870.00
Transcript Fees	99.00
Other Revenue	3,991.55
Expenditure Credit	10,705.74
Loan from Working Cash	<u>175,000.00</u>
	600,486.59

Total Available \$ 807,249.54

Disbursements:

Expenses for February	409,502.56
Repaid to Building Fund	<u>10,000.00</u>
	419,502.56
Balance on Hand February 28, 1986	\$ <u>387,746.98</u>

BUILDING FUND

Balance on Hand January 31, 1986 \$ 29,880.93

Receipts:

Taxes	23.47
In Lieu of Taxes	67.14
Other Revenue	1,257.00
Expenditure Credits	20.18
Repaid from Educ. Fund	<u>10,000.00</u>
	11,367.79

Total Available \$ 41,248.72

Disbursements:

Expenses for February	<u>24,105.59</u>
Balance on Hand February 28, 1986	\$ <u>17,143.13</u>

TE AND CONSTRUCTION FUND

Balance on Hand January 31, 1986 \$ 24,925.08

Receipts:

Investments	105,000.00
State Grants	7,762.75
Interest on Investments	<u>6,519.05</u>
	<u>119,281.80</u>

Total Available \$ 144,206.88

Disbursements:

Investments	<u>105,000.00</u>
-------------	-------------------

Balance on Hand February 28, 1986 \$ 39,206.88

BOND AND INTEREST FUND

Balance on Hand January 31, 1986 \$ 15,474.21

Receipts:

Taxes	716.60
Interest on Investments	<u>90.69</u>
	<u>807.29</u>

Total Available \$ 16,281.50

Disbursements:

Balance on Hand February 28, 1986 \$ 16,281.50

WORKING CASH FUND

Balance on Hand January 31, 1986 \$ 33,815.02

Receipts:

Investments - Pool	175,000.00
Interest on Investments	<u>12,510.31</u>
	<u>187,510.31</u>

Total Available \$ 221,325.33

Disbursements:

Loan to Educ. Fund	<u>175,000.00</u>
--------------------	-------------------

Balance on Hand February 28, 1986 \$ 46,325.33

INSURANCE FUND

Balance on Hand January 31, 1986 \$ 78,779.33

Receipts:

Taxes	187.39
In Lieu of Taxes	14.33
Int. on Investments	433.69
Expenditure Credits	<u>680.19</u>
	<u>1,315.60</u>

Total Available \$ 80,094.93

Disbursements: -0-Less Transfer to Audit Fund 4,385.35Balance on Hand February 28, 1986 \$ 75,709.58AUDIT FUND

Balance on Hand January 31, 1986 \$ -0-

Receipts:

Taxes	53.56
Int. on Investments	<u>14.77</u>
	<u>68.33</u>

Total Available 68.33

Add Transfer from Insurance Fund \$ 4,385.35Balance on Hand February 28, 1986 \$ 4,453.68

* * * * *

FUNDS INVESTED

Central National Bank	S & C/Working Cash	Variable	\$1,023,885.00	
Dixon National Bank	S & C	7.75	5-27-86	245,569.69
Farmers National Bank	S & C	7.50	8-18-86	105,000.00
First National Bank	S & C	7.61	4-1-86	75,000.00
First National Bank	S & C	7.50	3-4-86	121,900.89
Rock Falls National Bank	B & I #1	7.25	4-30-86	135,000.00
Dixon National Bank	Working Cash	7.40	7-4-86	195,049.99
Dixon National Bank	Working Cash	7.40	6-29-86	270,912.39
Whiteside Co. Bank	Working Cash	Variable		100,000.00
Rock Falls National Bank	Working Cash	Variable		1,059,000.00
United States Treasury	B & I #1	7.40	6-19-86	<u>356,903.64</u>

TOTAL INVESTED

\$3,688,221.60

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 2/28/86

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

ASSETS:

Cash in Bank	\$ 367.36
Notes Receivable	7,076.00
	<u>\$7,443.36</u>

LIABILITIES & NET WORTH:

Fund Equity	\$7,672.80
Net Loss	<u>(229.44)</u>
	<u>\$7,443.36</u>

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

INCOME:

Interest Income	\$190.08
Bad Debts Repaid	<u>395.58</u>
	\$585.66

EXPENSES:

Bad Debts	\$815.10
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<u>NET LOSS</u>	<u>(\$229.44)</u>
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SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUND

Period Ending February 28, 1986

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

Cash on Hand	\$ 8,240.05	
Workstudy Awards Receivable from Fed. Gov. 1985-86 . . .	38,495.00	
Workstudy Awards Capital 1985-86		\$170,658.00
Workstudy Awards Paid 1985-86.	101,081.98	
E.O.G. Awards Receivable from Fed. Gov. 1985-86. . . .	21,886.00	
Initial E.O.G. Awards Capital 1985-86.		33,292.00
Initial E.O.G. Awards Paid 1985-86	17,179.40	
Renewal E.O.G. Awards Capital 1985-86.		27,049.00
Renewal E.O.G. Awards Paid 1985-86	20,519.91	
PELL Grant Awards Receivable from Fed. Gov. 1985-86. . .	229,505.00	
PELL Grant Awards Capital 1985-86.		487,607.00
PELL Grant Awards Paid 1985-86	256,137.27	
Transfer Account		50.00
Inactive Federal Grants.	<u>25,611.39</u>	
	<u>\$718,656.00</u>	<u>\$718,656.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 2-28-86

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

ASSETS:

Cash in Bank	\$107,540.70
Petty Cash	700.00
Investments	69,123.32
Accounts Receivable - Educational Fund	385.17
Inventory 6-30-85	114,222.40
	<u>\$291,971.59</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund	\$ 5,934.00
Fund Equity	\$307,357.71
Net Loss	<u>21,320.12</u>
	<u>\$291,971.59</u>

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

INCOME:

Textbook Sales	\$182,522.57
Supply Sales	19,522.34
Miscellaneous Sales	15,441.47
Paperback Sales	4,134.42
Used Book Sales	23,533.98
Sales Tax Collected	13,200.68
Other Income	356.62
Investment Income	<u>3,136.85</u>
	\$261,848.93

EXPENSES:

Textbooks Purchased	\$190,861.75
Supplies Purchased	13,054.96
Miscellaneous Purchased	11,577.20
Paperbacks Purchased	3,584.18
Used Books Purchased	19,105.43
Sales Tax Paid	12,740.53
Salaries & Wages	23,233.27
Transportation Charges	4,834.18
Supply Expenses	2,665.39
Equipment	105.00
Travel	374.73
Telephone	-0-
Dues & Subscriptions	-0-
Other Expenses	1,001.45
Over & Under	(33.73)
Bad Debts	<u>64.71</u>
	<u>283,169.05</u>

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

\$(21,320.12)

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 1-31-86

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

ASSETS:

Cash in Bank	\$113,343.77
Petty Cash	700.00
Investments	68,722.28
Accounts Receivable - Educational Fund	237.18
Inventory 6-30-85	114,222.40
	<u>\$297,225.63</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund	\$ 5,719.00
Fund Equity	\$307,357.71
Net Loss	<u>(15,851.08)</u>
	<u>291,506.63</u>
	<u>\$297,225.63</u>

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

INCOME:

Textbook Sales	\$171,106.18
Supply Sales	17,200.11
Miscellaneous Sales	14,096.66
Paperback Sales	3,531.62
Used Book Sales	23,111.88
Sales Tax Collected	12,787.10
Other Income	340.18
Investment Income	<u>2,735.81</u>
	\$244,909.54

EXPENSES:

Textbooks Purchased	\$181,137.54
Supplies Purchased	10,241.31
Miscellaneous Purchased	10,784.01
Paperbacks Purchased	2,759.96
Used Books Purchased	18,472.92
Sales Tax Paid	8,963.57
Salaries & Wages	20,226.99
Transportation Charges	4,287.37
Supply Expenses	2,561.22
Equipment	105.00
Travel	179.73
Telephone	-0-
Dues & Subscriptions	-0-
Other Expense	1,001.45
Over & Under	(25.16)
Bad Debts	<u>64.71</u>
	<u>260,760.62</u>

NET LOSS on a scah basis without regard to inventory or accounts payable

\$ (15,851.08)

SAUK VALLEY COLLEGE

RESTRICTED PURPOSES FUND

February 28, 1986

Balance on Hand - February 1, 1986	\$287,221.34
February Receipts	404,046.58
Void Check #6329 issued 11/13/85	5,546.24
Void Check #4112 issued 2/8/85	5.00
Void Check #6358 issued 11/19/85	4.00
Cash Under - February 5, 1986 Deposit	(10.00)
Cash Over - February 19, 1986 Deposit	1.00
	<u>TOTAL FUNDS AVAILABLE DURING FEBRUARY, 1986</u>
	\$696,814.16
Cash Disbursements - February, 1986	<u>160,925.45</u>
Balance on Hand - February 28, 1986	<u>\$535,888.71</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

Comprehensive Fee Income	\$ 23,518.58
Athletic Income	503.50
Drama Income	
Student Activity Income	1,562.75
Student Newspaper Income	
Film Income	
Cash Over & Under	(174.43)
Other Income - Student Activity Only	118.20
	<u>TOTAL INCOME</u>
	<u>\$ 25,528.60</u>

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$17,575.	\$13,546.91
Cherleader & Pom Pon. Squad	850.	636.56
Speech Activities & Reader's Theatre	1,000.	763.68
Drama Expense	2,500.	49.68
Music Expense	3,700.	1,246.35
Student Activity Expense/Cultural-Social	11,830.	7,898.82
Student Senate Expense	2,800.	957.90
Womens Intercollegiate Expense	12,445.	8,983.77
SVC Clubs	200.	
Film Commission	800.	
Contingencies/Non-Budgeted	-0-	
	<u>\$53,700.</u>	<u>TOTAL EXPENSE</u>
		<u>\$ 34,083.72</u>
Excess of Expenditures Over Revenue, as of February 28, 1986		<u>\$(8,555.12)</u>

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

ASSETS	REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank	\$535,888.71	
Petty Cash	725.00	
Accts. Rec.	167,514.66	
Investments	100,000.00	
	Due Educational Fund	\$4,921.37
	Due Building Fund	397.53
	Due Student Loan Fund	595.50
	Due Bookstore	92.00
	Out of District Fees	201.60
	Student Tuition	528,255.00
	Lab Fees	13,712.50
	Tuition Refunds	(15,067.70)
	Lab Fees Refunds	(630.10)
		\$532,477.70
	<u>RESTRICTED AGENCY FUND LIABILITIES</u>	
	Child Care Operations	\$ (3,111.12)
	Parking	3,055.00
	Recreation Room Fund	6,125.84
	Student Locker Fund	607.73
	Land Lab	8,741.24
	Community Services	8,192.31
	Dislocated Steelworkers Grant	(24,235.97)
	Dislocated Steelworkers Grant - A	5,962.67
	Photography Supplies	24.86
	Basic Nurses Assistant Grant	(452.11)
	Collegiate Choir	482.77
	LPN Supplies	510.11
	Illinois Interpretation Workshop	60.00
	LRC Contributions	12,383.71
	Nursing Uniforms	-0-
	JTPA/CAED Gt. FY 86	(1,445.38)
	Indochinese Grant - FY 86	488.29
	HITS Grant	1,651.20
	Disadvantaged Grant - FY 86	23,158.75
	Disadvantaged & Handicapped Gt. FY 86	(12,371.52)
	DAVTE Quality Assistance Gt.	(4,207.42)
	Economic Development Grant II	11,462.15
	Humanities Grant	90.85
	Miscellaneous Account	-0-
	Econ. Dev. Gt. - Income FY 86	53,387.25
	Econ. Dev. Gt. - Expenses FY 86	(45,950.13)
	Student Clubs	2,436.35
	Adult Learning Book Charges	3,456.34
	SVC Foundation	(308.00)
	Community Theatre	48.40
	College Van	320.29
	Friends of SVC	(1,644.75)
	Small Bus. Dev. Gt.	(2,099.05)
	Vital- Secretary of State	9,457.30
	V.I.P. & C.P.P.	904.59
	Student Services/Special Projects	116,366.84
	DCC/Income/FY 85	209.36
	DCC/Income/FY 86	302,476.00
	DCC/Expenses/FY 86	(201,870.34)
	Project Careers FY 86	(7,882.99)
	Sauk Area Arts Council	(97.99)
	Pre-Employment Skills Trng. FY 86	(4,710.53)
	PELL Grants	38.15
		\$261,711.05
	<u>FUND EQUITY</u>	
	July 1, 1985	\$18,494.74
	Excess of Expenditures, Over Revenue as of February 28, 1986	<u>(8,555.12)</u>
		\$ 9,939.62
TOTAL ASSETS	<u>\$804,128.37</u>	
	TOTAL LIABILITIES & NET WORTH	<u>\$804,128.37</u>

DATE

W. W. L. / 10/10/02
SECRETARY

W. W. L. / 10/10/02
PRESIDENT

W. W. L. / 10/10/02
APPROVED BY

SAUK VALLEY COLLEGE

BILLS PAYABLE

March 24, 1986

EDUCATIONAL FUND

110-811-550	UNIVERSITY OF WISCONSIN - MADISON	Seminar	6630	\$ 325.00
	SVC PAYROLL FUND	2-28-86 Payroll	6631	192,095.26
192-000-544.02	POSTMASTER	Postage meter	6632	9,400.00
	VOID CHECK		6633	
192-000-521	PRUDENTIAL	March premium	6634	24,677.40
110-811-513.02	SINNISIPPI MENTAL HEALTH FOUNDATION	Psy 251N	6635	375.00
110-814-513.02	FREEPORT MEMORIAL HOSPITAL	MEA 185E and 285E	6636	506.25
176-000-575	CENTRAL TELEPHONE CO.	Service	6637	3,336.02
191-000-550	RICHARD GROHARING	Travel	6638	138.65
182-000-541.01	SVC WORK STUDY FUND	To balance PELL '85	6639	50.64
110-100-541.02	VOID CHECK #6526			-104.95
110-100-541.02	SVC RESTRICTED PURPOSES FUND	Replace #6526	6640	104.95
	VOID CHECK		6641	
192-000-544.02	POSTMASTER	Bulk mailing acct.	6642	300.00
	SVC PAYROLL FUND	3-15-86 Payroll	6643	181,184.86
110-300-534	DYNAPATH SYSTEMS, INC.	Maint. contr.	6644	1,550.00
181-000-550	AACJC CONVENTION	Registration	6645	265.00
				\$414,204.08

1,000,556.00	A A C J C	SUPPLIES	6,646	185.50
0,300,541.02	ARA SERVICES	SUPPLIES	6,647	18.81
2,000,541.01	A S B O	MEMBERSHIP	6,648	80.00
0,300,541.02	ACE HARDWARE	SUPPLIES	6,649	2.27
0,712,550.00	JAN AHLING	TRAVEL	6,650	9.00
0,810,547.00	THE AMBOY NEWS	PUB RELA	6,651	33.30
0,000,0545.00	AMERICAN CAMPING ASSN	BOOKS	6,652	29.46
0,000,0541.03	AMERICAN HERITAGE	SUPPLIES	6,653	21.90
0,711,541.02	AMERICAN SCIENTIFIC PRODUCTS	SUPPLIES	6,654	553.87
0,711,541.02	AMERICAN SOC OF CLINICAL PATHOL	SUPPLIES	6,655	500.00
0,600,541.02	ARROW DATA SERVICE	SUPPLIES	6,656	16.11
0,810,547.00	THE ASHTON GAZETTE	PUB RELA 102.00		
0,813,541.02	X X	COMM SERV 36.00	6,657	138.00
0-000-545	BAKER & TAYLOR	BOOKS	6,658	313.44
0,000,0545.00	BAKER & TAYLOR	BOOKS	6,659	520.76
0,815,541.02	BARNELL LOFT LTD	SUPPLIES	6,660	13.17
0,310,538.00	THE BEAUTY ACADEMY	COSMETOLOGY	6,661	1,680.00
0,300,541.02	BENNETT WELDING SUPPLY	SUPPLIES	6,662	21.50
0,000,0545.00	BERGWALL	BOOKS	6,663	319.00
0,810,547.00	BRISCO BROADCASTING	PUB RELA	6,664	454.00

1,000,534.00	BUN AUSTIN CHEVROLET	SERVICE	6,665	23.85
0,000,545.00	CBS VIDEO CLUB	BOOKS	6,666	32.85
0,600,541.02	CENTRAL SCIENTIFIC CO	SUPPLIES	6,667	370.91
7,000,533.00	COLLEGE OF DUPAGE	CHARGE BACK	6,668	966.06
5,000,550.00	WALTER CLEVINGER	TRAVEL	6,669	94.97
1,000,541.02	COMMERCE CLEARING HOUSE	SUPPLIES	58.78	
0,000,541.03	XXX XXX	SUPPLIES	243.00	301.78
0,812,550.00	COMMUNITY GENERAL HOSP	LUNCHES	6,671	39.00
1,000,534.00	COMPRESSORS & COMPONENTS	SERVICE	6,672	729.60
0,000,545.00	CONGRESSIONAL QUARTERLY	BOOKS	6,673	179.00
1,000,541.02	CONTROL DATA CORP	SUPPLIES	6.80	
0,300,541.02	XXX XXX	SUPPLIES	2.52	6,674 9.32
8,000,554.00	COPPINS LETTER SHOP	SUPPLIES	176.00	
2,000,554.00	XXX XXX	BROCHURES	34.00	6,675 210.00
0,815,550.00	DORIS COX	TRAVEL	6,676	141.12
0,813,550.00	ELENA ANDREE CRAIN	TRAVEL	33.70	
8,000,550.00	XXX XXX	TRAVEL	18.00	6,677 51.70
0,711,541.02	CRESCENT ELECTRIC SUPPLY	SUPPLIES	6,678	14.95
0,810,547.00	CROWN PRINTING CO	PUBL INFO	6,679	132.96
0,810,547.00	RICHARD CULLOM	PUBL INFO	6,680	279.00
0,000,541.03	CUMULATIVE INDEX TO NURSING	SUPPLIES	6,681	160.00
0,711,541.02	CURTIN MATHESON SCIENTIFIC	SUPPLIES	6,682	1,036.96
0,511,541.02	THE DAILY GAZETTE	MODELING AD	6.80	
0,810,547.00	XXX XXX	PUBL INFO	103.20	6,683 110.00
0,100,541.02	A B DICK CO	SUPPLIES	6,684	23.72
0,000,541.03	DIESEL & GAS TURBINE PUBL	SUBSCRIPTION	6,685	45.00
0,300,541.02	DIESEL INJECTION SERVICE	SUPPLIES	48.14	
2,000,585.01	XXX XXX	EQUIPMENT	79.60	6,686 127.74
0,810,547.00	DIXON EVENING TELEGRAPH	PUBL INFO	316.25	
0,813,541.02	XXX XXX	ADS	45.80	6,687 362.05
1,000,556.00	DIXON FLORAL CO	FLOWERS	6,688	15.00
8,000,534.00	R K DIXON CO	SERVICE	6,689	188.62
0,000,534.00	DIXON PUBLIC LIBRARY	SERVICE	6,690	262.43
0,300,541.02	DOALL ROCKFORD CO	SUPPLIES	6,691	21.35
2,000,550.00	SANDI DRANE	TRAVEL	6,692	2.72
0,810,547.00	DYNAMIC GRAPHICS INC	PUBL INFO	6,693	60.75
0,810,547.00	THE ECHO	PUBL INFO	6,694	44.18
0,000,545.00	THE EDU-TECH CORP	SUPPLIES	6,695	40.53
0,711,534.00	ENV SERVICES INC	CERTIFICATION	6,696	275.00
0,316,550.00	DIANE FARLEY	TRAVEL	6,697	35.20
2,000,550.00	ROBERT EDISON	TRAVEL	6,698	283.05
0,000,541.03	FORTUNE	SUBSCR	6,699	84.00
0,818,550.00	DONALD FOSTER	TRAVEL	6,700	23.20
2,810,547.04	FULTON PRESS INC	PUB INFO	6,701	31.90
0,000,545.00	GP TECHNOLOGIES	SUPPLIES	6,702	14.98
1,000,541.01	GALE RESEARCH CO	BOOKS	6,703	87.35
1,000,550.00	HAL GARNER	SUPPLIES	7.90	
1,000,550.00	X X	TRAVEL	198.33	
1,000,559.00	X X	300.00	6,704	506.23
0,810,547.00	GATEWAY BROADCASTING CORP	PUB INFO	6,705	95.90
0,000,541.03	GAYLORD BROS INC	SUPPLIES	6,706	82.85

0.810.550.00	RALPH GELANDER	TRAVEL	6,707	39.20
0.711.541.02	GINDERS HOSPITAL SUPPLY	SUPPLIES	6,708	40.48
0.814.550.00	CAROL HAIN	TRAVEL	6,709	109.80
0.812.550.00	ZOLLIE HALL	TRAVEL	6,710	107.20
0.810.547.00	HAMILTON PRESS INC	PUB INFO	6,711	11,159.00
8,000.550.00	ALAN HARDERSEN	TRAVEL 89.80		
8,000.554.00	X X	71.00	6,712	160.80
2,000.541.01	HASKELLS	SUPPLIES 207.80		
2,000.585.00	X X	EQUIP 328.50	6,713	536.30
2,000.541.03	HECKMAN BINDERY INC	SUPPLIES	6,714	80.95
2,000.544.01	THE HIGHSMITH CO INC	SUPPLIES	6,715	324.68
1,081.547.00	W H HOHENADEL PRINTING CO	PUB INFO	6,716	143.22
2,000.545.00	HOKE COMMUNICATIONS	BOOKS	6,717	52.50
7,1,000.534.00	HOYLE ROAD EQUIP CO	REPAIRS	6,718	103.34
1,0,800.537.00	I B M CORP	SERVICE 62.51		
2,000.537.00	X X	152.31		
5,000.541.01	X X	SUPPLIES 24.00		
5,000.562.00	X X	RENTAL 488.00	6,719	726.82
7,6,000.575.00	ILLINOIS BELL TELEPHONE	SERVICE	6,720	210.96
1,0,300.541.02	INDUSTRIAL ARTS SUPPLY	SUPPLIES	6,721	67.80
2,0,000.541.03	INSTITUTE FOR RESEARCH	SUPPLIES	6,722	26.96
9,5,000.541.01	IISCOM	SUPPLIES	6,723	45.78
2,000.541.01	JOHNSON & STALEY	SUPPLIES	6,724	423.79
0,712.550.00	ROSEMARY JOHNSON	TRAVEL	6,725	9.00
9,2,000.585.00	JOSEPH ELECTRONICS	EQUIPMENT	6,726	693.71
3,8,000.549.00	JOSTENS	DIPLOMAS	6,727	128.62
3,8,000.550.00	JOAN KERBER	TRAVEL	6,728	18.00
2,0,000.534.00	KNIE APPLIANCE	SERVICE	6,729	90.14
1,0,813.541.02	KO PRINTING	COMM SERV	6,730	25.20
9,7,000.593.00	LAKE LAND COLLEGE	CHARGE BACK	6,731	930.30
3,2,000.550.00	CAROL LINTON	TRAVEL	6,732	17.64
2,0,000.545.00	LIVING COUNTRY LIFE	BOOK	6,733	27.24
7,1,000.534.00	LYSTADS INC	SERVICE	6,734	75.00
1,0,200.541.02	MCCORMICKS NURSERY	SUPPLIES	6,735	69.44
2,0,000.541.03	MCGREGOR MAGAZINE AGENCY	SUPPLIES	6,736	79.50
2,0,000.545.00	MANUFACTURERS NEWS INC	BOOKS	6,737	236.00
3,8,000.541.01	RONALD MARLIER	TRAVEL	6,738	34.60
7,1,000.534.00	DAVID MAYES	SEWAGE TESTING	6,739	190.00
7,1,000.534.00	MON GOMERY ELEVATOR CO	MAINT CONTR	6,740	469.96
1,0,300.541.02	MOTOR	SUBSCR	6,741	14.00
2,0,000.534.00	MUELLER A V	REPAIRS	6,742	205.70
1,0,600.542.00	MULTIGRAPHICS	SUPPLIES	6,743	497.60
9,5,000.534.00	N C R CORP	SERVICE 544.31		
9,5,000.562.00	X X	RENTAL 2935.00	6,744	3,479.31
1,0,600.541.02	NASCO	SUPPLIES	6,745	63.74
3,8,000.541.01	NATIONAL BETA CLUB	SUPPLIES	6,746	3.00
1,0,711.550.00	HAROLD NELSON	TRAVEL	6,747	93.60
9,6,000.550.00	LORI NERN	TRAVEL	6,748	8.00
0,0,000.545.00	NICKELODEON	RECORDS	6,749	103.72
6,000.571.00	NORTHERN ILL GAS CO	SERVICE	6,750	9,726.04
7,6,000.571.00	NORTHERN ILL GAS CO	SERVICE	6,751	96.55

20.000.534.00	NORTHERN ILL LIBRARY SYS	SERVICE	6,752	254.11
0.400.541.02	NORTHERN ILL UNIVERSITY	SUPPLIES	6.60	
0.419.541.02	X X	16.85	6,753	23.45
0.500.541.02	NORTHWESTERN UNIV FILM LIB	SUPPLIES	6,754	40.00
0.800.542.00	NORTHLAND PAPER CO	SUPPLIES	6,755	63.31
1.030.0541.02	NORTH OIL CO	SUPPLIES	6,756	92.50
38.000.550.00	LETTY O'NEIL	TRAVEL	6,757	18.00
91.000.549.00	R S OWENS & CO	SUPPLIES	6,758	20.59
10.512.541.02	OXFORD UNIV PRESS	SUPPLIES	6,759	14.50
10.512.541.02	J W PEPPER OF DETROIT	SUPPLIES	6,760	7.97
2.000.541.01	PETERSON OFFICE SERVICE	SUPPLIES	6,761	1,235.42
22.000.585.00	PRATT AUDIO VISUAL	EQUIPMENT	6,762	204.00
20.000.545.00	PUBLISHERS CENTRAL BUREAU	BOOKS	6,763	296.80
20.000.545.00	RAND McNALLY & CO	BOOKS	6,764	245.65
10.810.547.00	ROCK VALLEY SHOPPER	PUB INFO	6,765	89.10
71.000.534.00	ROCK VALLEY DISPOSAL	SERVICE	6,766	124.80
10.810.547.00	ROCK VALLEY REVIEW	PUB INFO	6,767	149.00
10.810.547.00	ROYAL PUBL CO	PUB INFO	6,768	155.00
10.300.541.02	SVC BOOKSTORE	SUPPLIES	36.93	
10.316.541.02	X X	18.95		
10.400.541.02	X X	6.00		
10.418.541.02	X X	46.60		
10.500.541.02	X X	41.05		
0.511.541.02	X X	.15		
10.600.541.02	X X	29.77		
10.711.541.02	X X	.229		
10.813.541.02	X X	2.12		
20.000.544.01	X X	39.82		
38.000.541.01	X X	49.39		
31.000.541.01	X X	20.26		
22.000.541.01	X X	9.57		
26.000.541.01	X X	4.51	6,769	307.41
10.300.541.02	SVC BUILDING FUND	USE OF TRUCKS	27.30	
10.800.542.00	X X	1.43		
20.000.544.01	X X	3.77	6,770	32.50
20.000.545.00	SSU ACCT 2-19106	BOOKS	6,771	12.00
10.300.541.02	SEARS ROEBUCK & CO	SUPPLIES	6,772	79.98
10.831.550.00	MICHAEL SEGUIN	TRAVEL	6,773	51.45
10.832.550.00	SERVOMATION CORP	MEALS	85.15	
21.000.550.00	X X	BOARD MEETINGS	220.50	305.65
10.810.547.00	SHAWVER PRESS	PUB INFO	6,774	
10.714.550.00	STANLEY SHIPPERT	TRAVEL	6,775	120.00
21.000.556.00	SIR SPEEDY PRINTERS	FOUNDERS DINNER	6,776	142.80
38.000.550.00	KATHY SMITH	TRAVEL	6,777	48.00
18.310.541.02	SMITTY'S USED CARS	SUPPLIES	6,778	18.00
10.300.541.02	SPALDING USED CARS & PARTS	SUPPLIES	6,779	45.00
10.310.538.00	STERLING CHRYSLER PLYMOUTH	SUPPLIES	6,780	
0.000.545.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	6,781	12.60
1.000.556.00	SUPT OF DOCUMENTS	BOOKS	6,782	6,860.00
38.000.541.01	SWARTLEY'S	FLOWERS	6,783	21.00
22.000.541.01	SBM EQUIP CENTER	SUPPLIES	6,784	58.40
22.000.585.01	X X	47.08		
		1800.00	6,785	1,925.27

0.000.550.00	ROBERT THOMAS	TRAVEL	6,786	73.30
0.810.547.00	TRI COUNTY PRESS	PUB INFO	6,787	32.40
7.000.593.00	TRITON COLLEGE	CHARGE BACK	6,788	1,212.24
1.000.541.01	UARCO INC	SUPPLIES 497.77	6,789	
8.000.541.01	X X	213.33	6,789	711.10
0.100.541.02	UNIQUE COMPUTER SHOP	SUPPLIES 115.90		
0.500.541.02	X X	72.00		
0.810.547.00	X X	330.00		
2.000.541.01	X X	384.00		
5.000.541.01	X X	100.00	6,790	1,001.50
0.300.541.02	UNIV OF ILLINOIS	SUPPLIES 10.00		
0.316.541.02	X X	37.80		
0.400.541.02	X X	125.75		
0.500.541.02	X X	12.00		
0.600.541.02	X X	46.25	6,791	231.80
0.600.541.02	UNIV OF MICHIGAN	SUPPLIES	6,792	28.85
0.000.544.01	VIDEO MIDWEST	SUPPLIES	6,793	36.88
1.000.550.00	MARILYN VINSON	TRAVEL	6,794	8.40
0.810.547.00	W C C I	PUB INFO	6,795	476.50
0.810.547.00	W I X N	PUB INFO	6,796	294.40
0.810.547.00	W J V M	PUB INFO	6,797	340.50
0.810.547.00	W S D R	PUB INFO	6,798	306.00
0.810.547.00	W Z O E RADIO	PUB INFO	6,799	108.00
	VOID CHECK		6,800	
1.000.534.00	WALDSCHMIDT REPAIR	SERVICE	6,801	126.85
0.810.547.00	THE WALNUT LEADER	PUB INFO	6,802	40.04
1.000.535.00	WARD MURRAY PACE & JOHNSON	SERVICES	6,803	778.00
0.714.541.02	WAYNE INC	SUPPLIES	6,804	10.48
	VOID CHECK		6,805	
0.000.545.00	WEST PUBLISHING CO	BOOKS	6,806	115.00
0.810.547.00	WNS PUBLICATIONS	PUB INFO	6,807	38.40
2.000.585.01	WHOLESALE TOOL CO	EQUIPMENT	6,808	457.82
0.000.541.01	XEROX CORP	SUPPLIES	6,809	434.56
1.000.549.00	SVC PETTY CASH	SUPPLIES	6,810	4.53
	SVC IMPREST FUND	MISC EXPENSES	6,811	1,158.84
2.000.521.00	PRUDENTIAL	APRIL PREMIUM	6,812	24,493.43

TOTAL BILLS

90,062.54

Cks. #6630 - 6645

414,204.08

TOTAL EDUCATIONAL FUND FOR MARCH

\$504,266.62

SITE AND CONSTRUCTION FUND

1390-000-584.2	LINDMANS CARPET MANOR, INC.	Carpeting	749	\$2,314.31
TOTAL SITE AND CONSTRUCTION FUND FOR MARCH				\$2,314.31

BUILDING FUND

270-000-541.04	ACE HARDWARE	Supplies	719	\$ 3.45
270-000-541.04	BERRY BEARING CO.	Supplies	720	475.33
270-000-541.04	CHEMICAL PUMP SALES & SERVICE	Supplies	721	44.33
276-000-573	COMMONWEALTH EDISON	Service	722	19,235.76
270-000-541.04	CRESCENT ELECTRIC SUPPLY	Supplies	723	78.08
270-000-541.04	DIXON PAINT CO.	Supplies	724	145.09
270-000-541.04	FOREST CITY ELECTRIC SUPPLY	Supplies	725	4,503.30
270-000-541.04	GLOBAL COMPUTER SUPPLIES	Supplies	726	23.65
270-000-550	GLADYS GUNTLE	Travel	727	5.60
270-000-541.04	HONEYWELL, INC.	Supplies	728	584.68
70-000-541.04	ILLINOIS LOCK CO.	Supplies	729	137.32
70-000-541.04	J & K LOCKSMITH	Supplies	730	22.00
270-000-541.04	KINETICO	Supplies	731	39.00
270-000-541.04	LEE FS INC.	Supplies	732	277.50
270-000-541.04	MAGNETROL	Supplies	733	82.23
270-000-541.04	MORGAN SERVICES	Supplies	734	146.94
270-000-541.04	MOTT BROTHERS	Supplies	735	176.40
270-000-541.04	OLIN WATER SERVICES	Supplies	736	15.56
270-000-541.04	ROCK RIVER RAYNOR	Supplies	737	107.14
270-000-541.04	SVC BOOKSTORE	Supplies	738	1.78
270-000-541.04	SVC EDUCATION FUND	Supplies	739	81.60
270-000-541.04	SAFETY SERVICES INC.	Supplies	740	89.50
270-000-541.04	STARS AND STRIPES FLAG CO.	Supplies	741	83.50
270-000-541.04	TRACTOR SUPPLY CO.	Supplies	742	87.59
270-000-541.04	TWIN CITY PRODUCE	Supplies	743	39.00
270-000-541.04	WARES DECORATING CENTER	Supplies	744	29.76
270-000-541.04	SVC PETTY CASH FUND	Supplies	745	5.00
	SVC IMPREST FUND	Misc. Expenses	746	51.70

TOTAL BUILDING FUND FOR MARCH	\$26,572.79
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IMPREST FUND

270-000-550	Wisconsin Turf Equipment Co.	Conference	7455	\$ 14.00
110-400-541.02	Teacher Certification Publications	Supplies	7456	13.00
192-000-544.02	United Parcel Service	Service	7457	8.80
110-813-541.02	Judy Dixon	Supplies	7458	32.52
176-000-575	Richard Groharing	Phone calls	7459	13.02
110-816-541.02	Souv, Inc.	Supplies	7460	96.00
110-714-541.02	S.D.M.S.	Supplies	7461	5.00
110-812-550	Illinois State Univ.	Meeting	7462	22.00
110-600-541.02	David Youker	Supplies	7463	9.47
110-814-534	Jerry Morden	Honorarium	7464	25.00
192-000-544.02	United Parcel Service	Service	7465	127.44
110-811-550	Univ. of Wisconsin	Seminar	7466	6.00
110-814-541.01	Ill. Nurses Assn.	Supplies	7467	5.00
110-712-534	Donna Giltner	Honorarium	7468	25.00
110-800-542	Jane Anderson	Supplies	7469	12.69
138-000-550	ACT Midwest Regional Office	Travel	7470	25.00
195-000-550	NILRC	Conference	7471	15.00
192-000-544.02	United Parcel Service	Service	7472	23.91
110-813-550	Learning Resources Network	Workshop	7473	195.00
270-000-541.04	State of Illinois	Title	7474	3.00
270-000-541.04	ANR Freight Systems Inc.	Freight charges	7475	34.70
110-512-534	Apple Tree Stereo	Repairs	7476	159.99
138-000-550	ACT Testing Service	Conference	7477	100.00
138-000-550	Embassy Suites	Conference	7478	150.00
192-000-544.02	United Parcel Service	Service	7479	25.69
110-600-541.02	David Youker	Supplies	7480	6.31
110-810-547	The Carroll Co. Review	Pub. Rela.	7481	57.00

\$1,210.54

EDUCATIONAL FUND - 1,158.84

BUILDING FUND - 51.70

Balance in fund - 1813.46

Disbursements - 2120.54

Total in fund - 3024.00

EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	126,889.36	126,889.36	109,659.38	19,823.98	192,374.00	63,485.64	63,485.64
DIV OF BUS FED WORK STUDY	3,489.82	3,489.82	3,050.97	438.85	6,700.00	3,210.18	3,210.18
DIV OF BUS CONTR SERV	8,497.75	8,497.75	8,497.75	.00	11,045.00	2,547.25	2,547.25
DIV OF BUS SUPPLIES	6,109.96	6,109.96	5,706.96	403.00	8,475.00	2,365.04	2,365.04
DIV OF BUS CONF & MEETINGS	752.49	752.49	752.49	.00	1,200.00	447.51	447.51
FOOD SERV CONTR SERV	768.00	768.00	768.00	.00	200.00	568.00	568.00
FOOD SERV SUPPLIES	1.30	1.30	.00	1.30	425.00	423.70	423.70
FOOD SERV CONF & MEETINGS	.00	.00	.00	.00	125.00	125.00	125.00
DIV OF AGRIC SUPPLIES	152.29	152.29	82.85	69.44	400.00	247.71	247.71
DIV OF INDUS ED SALARIES	91,728.13	91,728.13	77,616.11	14,112.02	156,981.00	54,252.87	59,252.87
DIV OF INDUS ED FED WORK STUDY	3,701.67	3,701.67	3,073.56	628.11	5,479.00	1,777.33	1,777.33
DIV OF INDUS ED CONTR SERV	3,236.90	3,236.90	1,686.90	1,550.00	6,800.00	3,563.10	3,563.10
INDUS ED SUPPLIES	8,766.11	8,766.11	8,221.83	544.28	15,390.00	6,623.89	6,623.89
INDUS ED CONF & MEETINGS	1,249.55	1,249.55	1,704.27	454.72	2,400.00	1,150.45	1,150.45
COSMETOLOGY CONTR SERV	43,168.48	43,168.48	34,648.48	8,540.00	54,000.00	10,811.52	10,811.52
COSMETOLOGY SUPPLIES	.00	.00	.00	.00	100.00	100.00	100.00
COSMETOL CONF & MEETINGS	.00	.00	.00	.00	175.00	175.00	175.00
HUMAN SERV CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
HUMAN SERV SUPPLIES	842.30	842.30	714.10	128.20	1,000.00	157.70	157.70
HUMAN SERV CONF & MEETINGS	35.20	35.20	.00	35.20	200.00	164.80	164.80
DIV OF SOC SCI SALARIES	67,019.81	67,019.81	56,709.07	10,310.74	105,659.00	38,639.19	38,639.19
SOC SCI SUPPLIES	2,103.95	2,103.95	1,643.26	255.69	4,000.00	1,896.05	1,896.05
SOC SCI CONF & MEETINGS	.00	.00	.00	.00	1,200.00	1,200.00	1,200.00
E M T CONTR SERV	1,410.00	1,410.00	1,410.00	.00	1,650.00	240.00	240.00
E M T SUPPLIES	503.23	503.23	503.23	.00	100.00	403.23	403.23
E M T CONF & MEETINGS	.00	.00	.00	.00	150.00	150.00	150.00
CRIMINAL JUS SALARIES	19,313.71	19,313.71	16,342.37	2,971.34	26,742.00	7,428.29	7,428.29
CRIMINAL JUS CONTR SERV	.00	.00	.00	.00	500.00	500.00	500.00
CRIM JUS SUPPLIES	700.53	700.53	653.93	46.60	1,941.00	1,240.47	1,240.47
CRIM JUS CONF & MEETINGS	.00	.00	.00	.00	475.00	475.00	475.00
LIBRARY TECH SUPPLIES	29.02	29.02	12.17	16.85	100.00	70.98	70.98
DIV OF HUMANITIES SALARIES	160,091.49	160,091.49	135,402.03	24,629.46	252,125.00	92,036.51	92,036.51
DIV OF HUMAN. SUPPLIES	1,784.40	1,784.40	1,440.86	343.54	3,500.00	1,715.60	1,715.60
DIV OF HUMAN. CONF & MEETINGS	678.30	678.30	678.30	.00	2,500.00	1,821.70	1,821.70
ART DEPT SALARIES	14,383.98	14,383.98	12,171.06	2,212.92	26,555.00	12,171.02	12,171.02
ART DEPT CONTR SERV	196.00	196.00	196.00	.00	400.00	204.00	204.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo..	Budget	Unexpended	Unencumbered
ART DEPT SUPPLIES	121.93	121.93	109.32	12.61	600.00	478.07	478.07
ART DEPT CONF & MEETINGS	.00			.00	200.00	200.00	200.00
MUSIC DEPT SALARIES	28767.96	28767.96	24,342.12	3,425.84	53,110.00	24,342.04	24,342.04
MUSIC DEPT CONTR SERV	764.74	764.74	604.75	159.99	1,200.00	435.26	435.26
MUSIC DEPT SUPPLIES	784.32	784.32	754.82	29.50	1,450.00	665.68	665.68
MUSIC DEPT CONF & MEETINGS	18.40	18.40	18.40	.00	500.00	481.60	481.60
DIV OF MATH SCI SALARIES	126,800.18	126,800.18	107,292.46	19,507.72	195,570.00	68,769.82	68,769.82
MATH SCI FED WORK STUDY	4,036.00	4,036.00	3,283.40	752.60	6,300.00	2,264.00	2,264.00
MATH SCI CONTR SERV	375.60	375.60	375.60	.00	900.00	524.40	524.40
MATH SCI SUPPLIES	5,265.51	5,265.51	4,626.10	639.41	11,640.00	6,374.49	6,374.49
MATH SCI CONF & MEETINGS	82.53	82.53	82.53	.00	1,400.00	1,317.47	1,317.47
MED LAB TECH SALARIES	32,879.05	32,879.05	28,608.55	4,270.50	51,246.00	18,366.95	18,366.95
MED LAB TECH CONTR SERV	392.50	392.50	117.50	275.00	1,948.00	1,605.50	1,605.50
MED LAB TECH SUPPLIES	8,877.09	8,877.09	6,681.45	2,196.24	12,235.00	3,357.31	3,357.31
MED LAB TECH CONF & MEETINGS	450.20	450.20	356.60	93.60	1,380.00	929.80	929.80
ADN SALARIES	52,185.36	52,185.36	45,467.20	6,718.16	75,034.00	20,848.64	20,848.64
ADN OFC SALARIES	8,269.24	8,269.24	7,291.08	973.16	11,738.00	3,468.76	3,468.76
ADN CONTR SERV	142.50	142.50	117.50	25.00	705.00	562.50	562.50
ADN SUPPLIES	728.42	728.42	667.34	61.08	3,418.00	2,689.58	2,689.58
ADN CONF & MEETINGS	308.50	308.50	290.50	13.00	1,550.00	1,241.50	1,241.50
LPN SALARIES	38,560.75	38,560.75	32,645.25	5,935.50	65,192.00	26,611.25	26,611.25
LPN CONTR SERV	117.50	117.50	117.50	.00	325.00	207.50	207.50
LPN SUPPLIES	459.36	459.36	398.72	60.64	3,025.00	2,565.64	2,565.64
LPN CONF & MEETINGS	103.95	103.95	103.95	.00	700.00	596.05	596.05
RAD TECH SALARIES	19,756.56	19,756.56	17,392.32	2,364.24	28,371.00	8,614.44	8,614.44
RAD TECH CONTR SERV	2,655.72	2,655.72	2,655.72	.00	3,277.00	621.28	621.28
RAD TECH SUPPLIES	933.84	933.84	862.10	71.74	2,840.00	1,906.16	1,906.16
RAD TECH CONF & MEETINGS	1,333.27	1,333.27	1,190.47	142.80	2,500.00	1,166.73	1,166.73
DIV OF PHYS ED SALARIES	16,528.98	16,528.98	13,986.06	2,542.92	30,515.00	13,986.02	13,986.02
DIV OF PHYS ED SUPPLIES	1,765.38	1,765.38	1,765.38	.00	2,300.00	534.62	534.62
DIV OF PHYS ED CONF & MEETINGS	.00			.00	600.00	600.00	600.00
NURSING ASST CONTR SERV	50.00	50.00	50.00	.00	50.00	50.00	50.00
NURSING ASST SUPPLIES	207.54	207.54	161.08	46.46	650.00	442.46	442.46
NURSING ASST CONF & MEETINGS	18.40	18.40	18.40	.00	100.00	81.60	81.60
INF OFC & WORKROOM SECR SALARIES	29,650.21	29,650.21	26,161.95	3,485.26	41,859.00	12,208.79	12,208.79
INF OFC FED WORK STUDY	6,018.93	6,018.93	5,385.81	633.12	13,000.00	6,981.07	6,981.07
WORKROOM FED WORK STUDY	2,990.65	2,990.65	2,673.25	317.40	7,250.00	4,259.35	4,259.35
UNALLOCATED CONTR SERV	463.65	463.65	401.14	62.51	1,800.00	1,336.35	1,336.35

CR

SAUK VALLEY COLLEGE

APPROVED BY

Richard D. Stobart
PRESIDENT

William J. Murphy
SECRETARY

DATE

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKROOM CONTR SERV	5,372.00	5,372.00	5,372.00	.00	6,000.00	628.00	628.00
INFO OFC SUPPLIES	506.79	506.79	472.59	34.20	900.00	393.21	393.21
INSTITU COMM SUPPLIES	.16	.16	.16	.00	300.00	299.84	299.84
WORKROOM SUPPLIES	1,015.55	1,015.55	1,467.93	452.38	1,000.00	2,015.55	2,015.55
PUB INF ADMIN SALARIES	23,921.18	23,962.18	21,143.10	2,819.08	33,829.00	9,866.32	9,866.82
PUB INF SECR SALARIES	1,142.49	1,142.49	1,045.72	96.77	2,000.00	857.51	857.51
PUB INFO CONF & MEETINGS	403.00	403.00	363.80	39.20	1,100.00	697.00	697.00
PUB INFO SUPPLIES	6,7675.09	6,7675.09	5,2003.85	15,671.24	82,100.00	14,424.91	14,424.91
ASST DEAN ARTS & SOC SCI ADMIN SALARY	24,813.71	24,813.71	21,894.45	2,919.26	35,031.00	10,217.29	10,217.29
PART TIME OVERLOAD	45,628.45	45,628.45	24,579.85	21,043.60	44,000.00	1,628.45	1,628.45
NIGHT PREMIUMS	200.00	200.00	100.00	100.00	200.00	0	200.00
SUMMER SESSIONS	42,631.50	42,631.50	42,631.50	.00	49,200.00	6,568.50	6,568.50
SECR SALARIES	9,342.86	9,342.86	8,243.70	1,099.16	13,190.00	3,847.14	3,847.14
FED WORK STUDY	1,068.62	1,068.62	959.75	108.87	1,340.00	271.38	271.38
SUPPLIES	481.52	481.52	419.65	61.87	900.00	418.48	418.48
CONF & MEETINGS	446.92	446.92	64.47	382.45	1,900.00	1,453.08	1,453.08
ASST DEAN BUS & TECH SALARY	24,768.19	24,768.19	21,601.53	3,166.66	36,874.00	12,105.81	12,105.81
PART TIME OVERLOAD	88,974.71	88,974.71	24,677.80	59,296.91	105,710.00	16,735.29	16,735.29
NIGHT PREMIUMS	700.00	700.00	400.00	300.00	700.00	0	700.00
SUMMER SESSION	42,739.50	42,739.50	42,739.50	.00	47,800.00	5,060.50	5,060.50
SECR SALARIES	10,793.04	10,793.04	9,523.80	1,269.84	15,238.00	4,444.36	4,444.36
SUPPLIES	742.44	742.44	706.88	35.56	1,000.00	257.56	257.56
CONF & MEETINGS	1,207.31	1,207.31	953.96	253.35	1,900.00	692.69	692.69
ASST DEAN COMM & EXTEN SERV SALARY	23,943.14	23,943.14	21,126.30	2,816.84	33,802.00	9,853.86	9,853.86
INSTR SALARIES	66,809.35	66,809.35	48,616.60	18,192.75	110,000.00	43,190.65	43,190.65
COORDINATORS SALARIES	6,495.00	6,495.00	4,845.00	1,650.00	7,500.00	1,005.00	1,005.00
SECR SALARIES	7,059.64	7,059.64	6,106.32	953.32	8,567.00	1,527.36	1,527.36
FED WORK STUDY	1,080.37	1,080.37	946.37	134.00	2,512.00	1,431.63	1,431.63
CONTR SERV	1,111.00	1,111.00	1,111.00	.00	6,000.00	4,669.00	4,669.00
SUPPLIES	3,708.37	3,708.37	3,256.95	451.42	4,000.00	291.63	291.63
CONF & MEETINGS	810.03	810.03	581.33	228.70	2,500.00	1,689.97	1,689.97
DIR HEALTH & NAT SCI SALARY	22,950.00	22,950.00	20,250.00	2,700.00	32,400.00	9,450.00	9,450.00
PART TIME OVERLOAD	34,690.01	34,690.01	21,562.82	13,127.19	38,000.00	3,309.99	3,309.99
NIGHT PREMIUMS	400.00	400.00	200.00	200.00	400.00	0	400.00

Account	Total Expenditures	Prev. Mo.		Budget	Unexpended	Unencumbered
		To Date	To Date			
HEALTH & NAT SCI SUMMER SESSION	11,189.00	11,189.00	.00	8,500.00	2,689.00	CR 2,689.00 CR
FED WORK STUDY	3,452.93	3,452.93	2,972.22	480.71	5,360.00	1,907.07
CONTR SERV	50.00	50.00	25.00	25.00	200.00	150.00
SUPPLIES	217.17	217.17	203.03	14.14	800.00	582.83
CONF & MEETINGS	597.13	597.13	487.33	109.80	1,300.00	702.87
ACADEM SKILLS SALARIES	32,320.68	32,320.08	27,347.76	4,972.32	52,274.00	14,953.92
ACADEM SKILLS FED WORK STUDY	3,986.46	3,986.46	3,502.39	484.07	6,807.00	2,820.54
ACADEM SKILLS CONTR SERV	97.50	97.50	97.50	.00	500.00	402.50
ACADEM SKILLS SUPPLIES	1,705.48	1,705.48	1,658.82	46.66	2,000.00	294.52
ACADEM SKILLS CONF & MEETINGS	426.12	426.12	285.00	141.12	500.00	73.88
HONORS PROG CONTR SERV			.00	.00	100.00	100.00
HONORS PROG SUPPLIES	325.87	325.87	229.67	96.20	200.00	125.87
HONORS PROG CONF & MEETINGS	20.00	20.00	20.00	.00	400.00	380.00
DEAN OF INSTR SALARY	30,850.75	30,850.75	27,221.25	3,629.50	43,554.00	12,703.25
DEAN OF INSTR SECR SALARY	11,965.96	11,965.96	10,558.20	1,407.76	16,893.00	4,927.04
STUDENT TUTORS	1,862.59	1,862.59	1,505.82	356.77	2,000.00	137.41
DEAN OF INSTR SUPPLIES	1,000.37	1,000.37	823.23	172.14	2,000.00	999.63
DEAN OF INSTR CONF & MEETINGS	704.40	704.40	681.20	23.20	1,500.00	795.60
LRC PRGF SALARIES	49,702.53	49,702.53	42,830.19	6,872.34	82,468.00	32,765.47
LRC SECR SALARIES	18,165.18	18,165.18	16,025.10	2,137.08	25,645.00	7,479.82
LRC FED WORK STUDY	6,508.62	6,508.62	5,653.83	849.19	12,609.00	6,300.98
LRC CONTR SERV	4,573.40	4,573.40	3,761.62	812.38	10,000.00	5,426.60
XEROX SUPPLIES	2,263.62	2,263.62	1,175.28	1,063.34	2,000.00	4,263.62
LIBRARY SUPPLIES	9,169.40	9,169.40	8,327.89	841.51	13,040.00	3,870.60
A V SUPPLIES	4,280.21	4,280.21	4,079.68	200.53	7,850.00	3,569.79
LIBRARY BOOKS	24,944.72	24,944.72	22,574.64	2,370.08	35,000.00	10,055.28
LIBRARY CONF & MEETINGS	789.66	789.66	716.36	73.30	1,200.00	410.34
ADM & REC ADMIN SALARIES	23,551.46	23,551.46	20,780.70	2,770.76	33,249.00	9,697.54
ADM & REC SECR SALARIES	37,373.14	37,373.14	32,976.30	4,396.84	52,762.00	15,388.86
ADM & REC FED WORK STUDY	4,761.06	4,761.06	4,008.17	752.89	10,958.00	6,196.94
ADM & REC CONTR SERV	1,333.85	1,333.85	1,333.85	.00	2,400.00	1,066.15
ADM & REC SUPPLIES	5,612.43	5,612.43	4,980.42	632.01	7,600.00	1,987.57
ADM & REC CONF & MEETINGS	170.38	170.38	170.38	.00	900.00	729.62
COUNSELING SALARIES	45,306.54	45,306.54	40,116.6	5,190.48	64,378.00	24,071.46
COUNSELING SECR SALARIES	9,190.70	9,190.70	8,091.54	1,099.16	13,190.00	3,999.30

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
HEALTH SERV SUPPLIES		.00		.00	300.00	300.00	300.00
FIN AIDS ADMIN SALARIES	24,247.61	24,247.61	21,394.95	2,852.66	34,232.00	9,984.39	9,984.39
FIN AIDS SECR SALARIES	17,163.32	17,163.32	15,093.64	2,069.68	24,836.00	7,672.68	7,672.68
STUDENT SERV ADMIN SALARIES	29,165.71	29,165.71	25,734.45	3,431.26	41,175.00	12,009.29	12,009.29
STUDENT SERV SECR SALARIES	11,909.86	11,909.86	10,508.70	1,401.16	16,814.00	4,904.14	4,904.14
STUDENT SERV FED WORK STUDY	24,027.04	24,027.04	20,643.32	3,383.72	45,100.00	20,872.96	20,872.96
COACHING SALARIES	9,280.00	9,280.00	7,820.00	1,460.00	11,850.00	2,570.00	2,570.00
STUDENT SERV CONTR SERV	999.24	999.24	810.62	183.62	800.00	199.24	199.24 CR
STUDENT SERV SUPPLIES	8,646.92	8,646.92	7,860.03	786.89	12,800.00	4,153.08	4,153.08
COMMENCEMENT	3,369.31	3,369.31	3,240.69	128.62	6,000.00	2,630.69	2,630.69
STUDENT SERV CONF & MEETINGS	1,429.83	1,429.83	958.43	471.40	4,620.00	3,190.17	3,190.17
STUDENT RECRUITMENT	910.72	910.72	663.72	247.00	1,500.00	589.28	589.28
PUB SERV SALARIES		.00		.00	4,600.00	4,600.00	4,600.00
PUB SERV CONTR SERV		.00		.00	4,500.00	4,500.00	4,500.00
PUB SERV SUPPLIES		.00		.00	5,800.00	5,800.00	5,800.00
SERVICE STAFF SALARIES	24,224.97	24,224.97	213,523.32	28,726.46	355,076.00	112,826.22	112,826.22
MAINT BOYS FED WORK STUDY	41,212.49	41,212.49	36,317.74	4,894.75	82,000.00	40,787.51	40,787.51
MATRONS FED WORK STUDY	10,677.83	10,677.83	9,518.16	1,159.67	10,677.83	10,677.83 CR	10,677.83 CR
MAINT CONTR SERV	31,007.76	31,007.76	29,164.36	1,843.40	43,200.00	12,192.24	12,192.24
CONTR SERV TENNIS COURTS		.00		.00	9,000.00	9,000.00	9,000.00
MAINT EQUIPMENT		.00		.00	12,000.00	12,000.00	12,000.00
GAS	77,216.03	77,216.03	67,393.44	9,822.59	136,200.00	60,983.97	60,983.97
TELEPHONE	25,172.83	25,172.83	21,919.62	3,253.21	37,000.00	11,827.17	11,827.17
PRESIDENTS SALARY	41,912.82	41,912.82	36,981.90	4,930.92	59,171.00	17,258.18	17,258.18
PRES SECR SALARY	13,700.64	13,700.64	12,088.80	1,611.84	19,342.00	5,641.36	5,641.36
PRES OFC FED WORK STUDY	2,311.50	2,311.50	2,077.00	234.50	3,484.00	1,172.50	1,172.50
PRES OFC CONTR SERV		.00		.00	1,000.00	1,000.00	1,000.00
PRES OFC SUPPLIES	1,430.99	1,430.99	1,235.19	192.80	2,500.00	1,069.01	1,069.01
PRES OFC CONF & MEETINGS	2,623.08	2,623.08	2,159.75	463.33	2,500.00	123.08 CR	123.08 CR
SPECIAL AFFAIRS	8,575.22	8,575.22	8,268.32	306.90	7,500.00	1,075.22 CR	1,075.22 CR
PRES OFC OTHER EXP	3,986.25	3,986.25	3,686.25	300.00	5,600.00	1,613.75	1,613.75
BUS OFC ADMIN SALARIES	34,370.43	34,370.43	30,326.85	4,043.58	48,523.00	14,152.57	14,152.57
BUS OFC PROF SALARIES	12,804.57	12,804.57	11,293.15	1,506.42	18,077.00	5,272.43	5,272.43
BUS OFC SECR SALARIES	50,383.22	50,383.22	44,453.80	5,929.42	71,153.00	20,769.78	20,769.78
BUS OFC CONTR SERV	6,112.12	6,112.12	6,112.12	.00	6,400.00	287.88	287.88
BUS OFC SUPPLIES	4,261.52	4,261.52	4,127.91	133.61	7,500.00	11,761.52	11,761.52
BUS OFC CONF & MEETINGS	1,204.90	1,204.90	901.49	303.41	2,700.00	1,495.10	1,495.10

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
LEGAL CONTR	3,683.00	3,683.00	2,905.00	773.00	10,000.00	6,317.00	6,317.00
BOARD SUPPLIES	434.40	434.40	409.28	25.12	2,000.00	1,565.60	1,565.60
BOARD CONF & MEETINGS	1,478.55	1,478.55	1,111.00	367.55	3,000.00	1,521.45	1,521.45
INSTITU SECR SALARIES	9,997.00	9,997.00	8,839.00	1,158.00	15,392.00	3,395.00	3,395.00
INSTITU FED WORK STUDY	2,197.12	2,197.12	1,925.87	271.25	3,685.00	1,487.88	1,487.88
CONTINGENCY FED WORK STUDY	2,516.67	2,516.67	2,241.97	274.70	4,448.00	1,931.33	1,931.33
GROUP MED & LIFE INS	205,124.51	205,124.51	159,837.44	45,287.07	250,200.00	45,075.49	45,075.49
TUITION REIMBURSEMENT	781.56	781.56	623.37	158.19	5,000.00	4,213.44	4,213.44
CURRICULUM DEVELOPMENT	159.00	159.00	159.00	.00	5,000.00	4,841.00	4,841.00
UNALLOCATED CONTR	984.82	984.82	832.51	152.31	2,400.00	1,415.18	1,415.18
IN SERVICE TRAINING	537.23	537.23	700.09	162.86	CR 7,500.00	6,962.77	6,962.77
FACULTY ASSN SUPPLIES	93.52	93.52	92.66	.86	200.00	106.48	106.48
POSTAGE	27,656.88	27,656.88	19,322.83	8,334.05	42,000.00	14,343.12	14,343.12
PUBLICATIONS & DUES	6,555.62	6,555.62	6,555.62	.00	6,750.00	194.38	194.38
ADVERTISING	343.55	343.55	343.55	.00	600.00	256.45	256.45
REBUTTMENT	295.57	295.57	261.57	34.00	2,500.00	2,204.43	2,204.43
GENERAL INSURANCE	24,222.85	24,222.85	25,799.80	1,576.95	CR 18,500.00	5,722.85	CR 5,722.85
EQUIPMENT	37,784.99	37,784.99	36,943.78	791.21	200,000.00	171,140.01	171,140.01
VOC ED EQUIPMENT	45,117.74	45,117.74	41,978.23	3,139.51	45,117.74	CR 45,117.74	CR 45,117.74
AFFIRM ACTION CCNTR SERV	.00	.00	.00	.00	300.00	300.00	300.00
AFFIRM ACTION SUPPLIES	.78	.78	.78	.00	100.00	99.22	99.22
AFFIRM ACTION CONF & MEETINGS	.00	.00	.00	.00	300.00	300.00	300.00
INSTITU RES CONTR SERV	.00	.00	.00	.00	500.00	500.00	500.00
INSTITU RES SUPPLIES	73.34	73.34	73.34	.00	500.00	426.66	426.66
DATA PROC ADMIN SALARIES	44,682.89	44,682.89	39,602.55	5,260.34	63,364.00	18,481.11	18,481.11
DATA PROC SECR SALARY	3,288.96	3,288.96	2,369.6	952.00	3,288.96	CR 3,288.96	CR 3,288.96
DATA PROC FED WORK STUDY	3,061.86	3,061.86	2,791.36	270.50	6,365.00	3,303.14	3,303.14
DATA PROC CONTR SERV	36,395.10	36,395.10	35,850.79	544.31	134,832.00	98,436.90	98,436.90
DATA PROC SUPPLIES	3,654.31	3,654.31	3,649.87	4.44	11,600.00	7,945.69	7,945.69
DATA PROC CONF & MEETINGS	385.12	385.12	275.15	109.97	7,000.00	6,614.88	6,614.88
DATA PROC COMPUTER RENTAL	33,231.59	33,231.59	29,808.59	3,423.00	33,231.59	CR 33,231.59	CR 33,231.59
PLANNING & DEVEL ADMIN SALARY	23,987.00	23,987.00	21,165.0	2,822.00	33,864.00	9,877.00	9,877.00
PLANNING & DEV SECR SALARIES	8,759.93	8,759.93	7,729.35	1,030.56	12,367.00	3,607.07	3,607.07
PL & DEVEL CONTR SERV	.00	.00	.00	.00	300.00	300.00	300.00
PL & DEVEL SUPPLIES	758.65	758.65	663.94	94.71	1,250.00	491.35	491.35
PL & DEVEL CONF & MEETINGS	1,243.86	1,243.86	1,235.86	8.00	1,550.00	306.14	306.14
TUITION CHARGE BACK	20,756.56	20,756.56	17,647.96	3,103.60	25,000.00	4,243.44	4,243.44
CONTINGENCIES	.00	.00	.00	.00	75,000.00	75,000.00	75,000.00
	3,152,376.39	3,152,376.39	2,457,965.31	494,411.08	4,467,716.00	1,727,339.61	1,727,339.61

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered	
BLDG & MAINT SUPPLIES	23,488.93	23,488.93	16,191.68	7,297.25	54,000.00	30,511.07	30,511.07	
MAINT CONF & MEETINGS	194.58	194.58	174.98	19.60	2,500.00	2,305.42	2,305.42	
ELECTRICITY	136,964.18	136,964.18	117,728.42	19,235.76	242,300.00	105,335.82	105,335.82	
RENTAL CHARGES	.00			.00	1,000.00	1,000.00	1,000.00	
CONTINGENCIES	.00			.00				
	160,647.69	*160,647.69	134,095.08	*	26,552.61	324,800.00	164,152.31	164,152.31

SITE AND CONSTRUCTION FUND

SITE IMPROVEMENT	.00		.00	35,000.00	35,000.00	35,000.00		
BLDG IMPROVEMENTS	.00		.00	200,000.00	200,000.00	200,000.00		
ENERGY MANAGEMENT GRANT	11,954.84	11,954.84	11,954.84	.00	11,954.84	CR 11,954.84	CR	
AUTO SHOP ENERGY PROJECT	366.35	366.35	366.35	.00	366.35	CR 366.35	CR	
DATA PROC HIGH TECH GRANT	501,920.68	501,920.68	499,646.37	2,314.31	501,920.68	CR 501,920.68	CR	
INSTR EQUIPMENT	.00		.00	500,000.00	500,000.00	500,000.00		
SERVICE EQUIPMENT	.00		.00	5,000.00	5,000.00	5,000.00		
OTHER CAPITAL OUTLAY	.00		.00	5,000.00	5,000.00	5,000.00		
	514,241.87	*514,241.87	*511,927.56	*	2,314.31	*45,000.00	*230,758.13	*230,758.13

BOND AND INTEREST #1

DEBT PRINCIPAL RETIREMENT	250,000.00	250,000.00	250,000.00	.00	250,000.00	.00	.00			
INTEREST CHARGES	4,625.00	4,625.00	4,625.00	.00	4,625.00	.00	.00			
OTHER FIXED CHARGES	130.00	130.00	130.00	.00	500.00	370.00	370.00			
	254,755.00	*254,755.00	*254,755.00	*	.00	*55,125.00	*	370.00	*	370.00

WORKING CASH FUND

MISC EXPENSE	.00		.00	1,000.00	1,000.00	1,000.00	
	.00	*	.00	*	.00	*	1,000.00

INSURANCE FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKERS COMP	23,918.57	23,918.57	24,346.00	427.43	CR 10,000.00	13,918.57	CR 13,918.57 CR
UNEMPLOYMENT COMP	2,527.29	2,527.29	2,780.65	252.76	CR 10,000.00	7,472.71	7,472.71
TORT LIABILITY INS	19,470.00	19,470.00	19,470.00	.00	10,000.00	9,470.00	9,470.00 CR
	45,915.86	* 45,915.86	* 46,596.05	* 680.19	CR 30,000.00	* 15,915.86	CR 15,915.86 cr.

AUDIT FUND

AUDIT COSTS	15,550.00	15,550.00	15,550.00	.00	18,000.00	2,450.00	2,450.00
	15,550.00	* 15,550.00	* 15,550.00	* .00	* 18,000.00	* 2,450.00	* 2,450.00

DUE TO MACHINE BREAKDOWN WE ARE UNABLE TO PRODUCE THE REVENUE REPORT FOR
THE PERIOD FEBRUARY 1 - 28, 1986.

SAUK VALLEY COLLEGE

APPROVED BY

Richard B. Straney

PRESIDENT

William Long

SECRETARY

DATE