



Office of the Secretary  
to the Board of Trustees

Date: May 20, 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: Wednesday, May 28, 1986

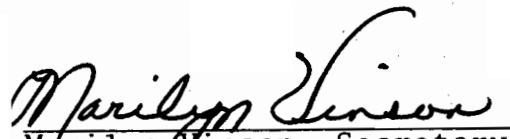
TIME: 7:00 p.m.

WHERE: Second Floor Room 2K2

TYPE: Regular Monthly Meeting

PURPOSE: Regular business - date changed because  
of holiday on May 26th

AGENDA: TBA

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

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING  
Room 2K2 Second Floor  
May 28, 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 Bids
  - 5. Lease for T-2 Tenants (tentative)
  - 6. Establish 1986-87 Tuition Rate
  - 7. Approval of 1986-87 Salary Ranges
  - 8. Approval of 1986-87 Tentative Budget
  - 9. Authorization to Bid Microcomputers
  - 10. Approval of Cosmetology Contracts
- F. Personnel Recommendations:
  - 1. Resignation
  - 2. Contractual Personnel Appointments
  - 3. Professional Appointments
  - 4. Authorization for Professional Appointments
  - 5. Counseling Recommendations
  - 6. Other
- G. Other Actions:
  - 1. Recommendation N.W. Ill. Regional Vocational Delivery System (First Reading)
  - 2. Request for Authorization to Study New Program
  - 3. Acceptance of Donations
  - 4. New Policy (Second Reading)
  - 5. Other
- H. Reports:
  - 1. Student Trustee
  - 2. ICCTA Representative
  - 3. Foundation Liaison
  - 4. Board Chair
- I. President's Report
  - 1. Data Processing Budget 1986-87
  - 2. Recognition of Article Publication
  - 3. Update on Capital Development Board Actions
  - 4. Financial Aid Regulations
- J. Time of Next Meeting
- K. Executive Session

# MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

May 28, 1986

The Board of Trustees of Sauk Valley College met in regular meeting at 7:00 p.m. on May 26, 1986 in Room 2K2 of Sauk Valley College, 173 Illinois Route #2, Dixon, IL 61021.

Call to Order: Chair Groharing called the meeting to order at 7:00 p.m. and the following members answered roll call:

Paul Berrettini	Joe McDonald
Edie Peterson	Bill Simpson
Bob Wolf	Dick Groharing
Connie Borell	

Absent: Ed Andersen

Minutes: It was moved by Member Simpson and seconded by Member Borell that the minutes of the April 28 and May 12 meeting be approved as presented. In a roll call vote, all voted aye. Motion carried.

Treasurer's Report: It was moved by Member Simpson and seconded by Member Berrettini that the attached Treasurer's Report be approved as presented. Motion voted and carried.

Disbursements: It was moved by Member Berrettini and seconded by Member Peterson that the Board approve the following disbursements:

Educational Fund	\$362,319.25
Building Fund	23,886.07
Site & Construction	15,363.00

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 following payrolls:

April 30, 1986	\$158,361.44
May 15, 1986	162,080.52

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

T-2 Tenants:

It was moved by Member Berrettini and seconded by Member Wolf that the Board instruct the administration to draw up a lease for Burton Financial Services to rent the T-2 building with the following stipulations:

Year I Insurance reimbursement now  
\$411.45/month less \$307 =  
104.45 for May + \$411.45  
Insurance to be paid by  
June 5, 1986 -- new price  
after that date

Year II Insurance reimbursement plus  
\$450/month plus taxes

Year III Insurance reimbursement plus  
\$900/month plus taxes

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

Bids:

The Board was advised that bids had been solicited for the printing and direct mailing of the Pathfinder class schedules. It was moved by Member Berrettini and seconded by Member Peterson that the Board approve the low bid of the Dixon Evening Telegraph in the amount of \$19,375 for five 24-page newsprint booklets. In a roll call vote, all voted aye. Motion carried.

Tuition Rate:

It was moved by Member Berrettini and seconded by Member Borell that the Board establish the tuition rate at \$29 per credit hour (inclusive of the \$1/hour for student activity fee), effective for the fall semester. In a roll call vote the following was recorded: Ayes -- Members Berrettini, Peterson, Simpson, Groharing and Borell. Nays -- Members McDonald and Wolf. Motion carried.

Salary Ranges:

It was moved by Member Simpson and seconded by Member Peterson that the Board approve the attached salary ranges for non-faculty personnel. In a roll call vote, all voted aye. Motion carried.

Tentative  
Budget:

The FY87 Tentative Budget was presented for approval. It was moved by Member Peterson and seconded by Member McDonald that the Tentative Budget for 1986-87 be approved and that a public hearing and final adoption be scheduled for July 28, 1986. In a roll call vote, all voted aye. Motion carried.

Microcomputer  
Bids:

The administration requested authorization from the Board to solicit bids for the attached list of microcomputers which are in the FY 87 budget. It was moved by Member Simpson and seconded by Member Borell that the Board authorize the administration to secure bids, as requested. In a roll call vote, all voted aye. Motion carried.

Cosmetology  
Contracts:

It was moved by Member Berrettini and seconded by Member McDonald that the Board approve the attached two cosmetology contract as presented. In a roll call vote, all voted aye. Motion carried.

Executive  
Session:

At 8:05 p.m. it was moved by Member Simpson and seconded by Member Peterson that the Board adjourn to executive session to discuss the appointment, employment, or dismissal of an employee. Motion voted and carried.

Regular  
Session:

At 9:10 p.m. the Board returned to regular session.

Resignation:

It was moved by Member Berrettini and seconded by Member Peterson that the Board accept the resignation of Al Hardersen as Soccer Coach. The Board requested the administration write a letter of appreciation to Mr. Hardersen for his eight years of service as a coach. Motion voted and carried.

Contractual  
Appointments:

It was moved by Member McDonald and seconded by Member Peterson that the Board approve the following contractual appointments:

Contractual  
Appointments:  
(continued)

Sue Van Weelden	Coordinator Training for Business and Industry
Mike Lambrecht	Dixon Correctional Ctr.
Joe Rush	Dixon Correctional Ctr.
Bill Bencini	Dixon Correctional Ctr.
Mike Iacomini	Dixon Correctional Ctr.

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

Professional  
Appointments:

It was moved by Member Borell and seconded by Member Peterson that the Board approve the appointments of Dennis Day as Director of the SVC Educational Program at the Dixon Correctional Center and John Wardell as the Electronics instructor at the correctional center. In a roll call vote, all voted aye. Motion carried.

Appointments:

It was moved by Member Berrettini and seconded by Member Simpson that the Board authorize the administration to hire (subject to Board ratification later) a building construction instructor, a business education instructor and a culinary arts instructor for the Dixon Correctional Center. In a roll call vote, all voted aye. Motion carried.

Counseling:

It was moved by Member Peterson and seconded by Member Borell that the Board assign a counseling coordinating overload of \$3,000, to Michael Hustad, and assign \$6,000 to be used for the employment of part-time counselors to enhance the student recruitment program at the college. In a roll call vote, all voted aye. Motion carried.

Northwestern Ill.  
Regional Vocational  
Delivery System:

It was moved by Member Berrettini and seconded by Member Peterson that the Board approve for first reading the agreement for the Northwest Ill. Regional Vocational Delivery System. In a roll call vote, all voted aye. Motion carried.

New Program:

It was moved by Member Peterson and seconded by Member Borell that authorization be granted to proceed with a proposal for an AAS Degree in Bio-medical Equipment Technology. In a roll call vote, all voted aye. Motion carried.

Donations:

It was moved by Member McDonald and seconded by Member Berrettini that the Board accept the donation of a 350 CID Oldsmobile Diesel Engine from Dr. P.A. Sabella; an Oldsmobile 260 CID Diesel Engine from Bill Bencini; and a 1972 Dodge Dart from Chuck Bauman, and send letters of appreciation to all the donors. Motion voted and carried.

Policy on  
Computer  
Software:

It was moved by Member Berrettini and seconded by Member Peterson that the Board adopt the attached policy on computer software. In a roll call vote, all voted aye. Motion carried.

Reports:

Student Trustee Borell reported on the banquet held recently by the Student Senate at which time they installed their new officers. She then introduced Barry Bielema who will take over as the new student trustee at the June meeting.

Board Secretary Simpson then read the attached resolution to Connie which expressed the Board's sincere appreciation and best wishes in her continued studies and personal success.

Chair Groharing reported that the Annual Meeting of the ICCTA would be held on June 13 and 14. He urged all members to attend. He also reported on the current push by the Illinois Nurses Association to destroy the LPN and ADN programs at the community college level and the current problems being encountered by the ICCTA on the dues structure. Mr. Groharing said that since he will now be part of the executive committee, that the college will need an ICCTA representative. He then appointed Edie Peterson to be the official ICCTA representative for the college.

Foundation liaison, Peterson, reported to the Board that the following projects had been recommended (by the Projects Screening Committee) to be financed from the General Fund:

Reports:

- \$9,000 -- Partial purchase of micro-computers for the Academic Skills Center
- 4,400 -- To help establish a faculty computer center
- 2,000 -- SVC Alumni Association
- 2,300 -- Equipment for a Student Recruitment show

Interim President, Phillips, introduced Walt Clevenger who answered questions from the Board members on the Data Processing budget. Dr. Phillips also reported on Dean Foster's article on "Program Evaluation and Review" which appeared in the Journal of Staff Program and Organizational Development; updated the Trustees on the attached letter from the Capital Development Board which outlined their latest actions on our building problems; and introduced Dean Sagmoe who told the Board of the new financial aid regulations and how the Student Services Division was trying to alert students to the new regulations.

Next Meeting:

Chair Groharing reminded the Board members and the media that the next meeting will be:

7 p.m. June 30, 1986 Third Floor  
Board Room

Adjournment:

Since the scheduled business was completed, it was moved by Member Borell and seconded by Member Peterson that the Board adjourn. In a roll call vote, all voted aye. Motion carried.

The Board adjourned at 10:00 p.m.

Respectfully submitted:

  
William J. Simpson, Secretary

For Board Meeting  
of May 28, 1986

Agenda Item E-4

APPROVAL OF BIDS

Bids have been solicited for the printing and direct mailing of the Pathfinder class schedules for the 1986-87 year. The mailers will be produced in the form of five 24-page newsprint booklets.

A legal notice regarding the bidding was published in the Dixon Evening Telegraph and Sterling Daily Gazette. In addition, direct invitations with printing specifications were extended to the following:

Dixon Evening Telegraph (Dixon)  
Castle Communications (DeKalb)  
M and D Printing (Henry)  
Carroll County Review (Thomson)

Two were received:

Dixon Evening Telegraph...\$19,375 (\$3,875 each)  
M and D Printing..... 19,490 (\$3,898 each)

RECOMMENDATION: It is recommended that the low bid of \$19,375 submitted by the Dixon Evening Telegraph be accepted.

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 5/28/86

MEMORANDUM Agenda Item: E-5

TO: Dr. Phillips

FROM: Robert Edison



In reference to the possible purchase and/or lease of the T-2 Building currently occupied by SOUV, I would submit that I met this a.m. with Mr. Burton and we discussed and/or amended the past thinking as follows:

1. The SOUV has not been purchased as yet but the sale or rejection should be known very soon.
2. A lease of three years renewable annually would be satisfactory.
3. A deposit of \$2,500 is agreeable.
4. There was a misunderstanding in reference to insurance and rent with the current suggestion being (A) insurance reimbursement and/or purchase for two years rather than one, and (B) \$900 monthly reimbursement during the third year to cover insurance and/or rent.

There would be some flexibility on their part during the second year of the lease, providing the organization is operating with a profit margin, and this would be open to discussion.

Other than the foregoing, the first set of data is agreeable as a basis to start and it should be determined by the Board whether we (1) proceed as above, and (2) suggestions for incorporation prior to more serious discussions.

n

RECOMMENDATION: Dr. Herbert Phillips recommends the acceptance of this proposal.

For Board Meeting  
of May 28, 1986

Agenda Item E-6

ESTABLISH 1986-87 TUITION RATE

We need to establish our tuition rate for the next academic year beginning with the fall semester. Our tuition is currently \$27 per credit hour which includes a \$1 general student activity/service fee. Our legal limit is approximately \$32.00 per credit hour.

In consideration of our budgetary needs an increase of \$2 per credit hour is recommended.

Attached is a chart showing the current tuition rates for other Illinois Community Colleges.

RECOMMENDATION: It is recommended that the tuition rate be established at \$29 per credit hour (inclusive of the \$1 student activity/service fee), effective for fall semester.

## Illinois Community College Board

Table IV-7

## PER CAPITA COSTS, CHARGEBACK RATES, AND STUDENT TUITION AND FEE RATES AT ILLINOIS PUBLIC COMMUNITY COLLEGE DISTRICTS

Dist. No.	District Name	FY 1985 Per Capita Cost a)	FY 1986 Chargeback Rate a)	FY 1986 Student Tuition & Fees b)
501	Kaskaskia	\$82.34	\$34.66	\$21.25
502	DuPage	103.03	53.66	25.50
503	Black Hawk	124.54	41.65	29.50
504	Triton	102.66	50.51	25.75
505	Parkland	131.21	67.18	24.00
506	Sauk Valley	113.59	40.32	27.00
507	Danville	147.39	38.68	23.00
508	Chicago	75.51	27.54	24.25
509	Elgin	129.08	68.49	29.94
510	Thornton	95.68	27.31	28.00
511	Rock Valley	115.76	46.24	27.38
512	Harper	112.32	55.45	27.00
513	Illinois Valley	129.74	58.76	13.94
514	Illinois Central	100.70	58.85	20.00
515	Prairie State	133.64	60.72	30.00
516	Waubensee	106.48	49.78	25.88
517	Lake Land	124.74	44.30	29.25
518	Carl Sandburg	109.77	40.77	23.50
519	Highland	99.50	40.22	19.00
520	Kankakee	128.38	21.51	20.00
521	Rend Lake	119.09	53.56	21.00
522	Belleville	104.91	24.40	25.00
523	Kishwaukee	113.48	38.08	24.66
524	Moraine Valley	111.56	56.28	25.61
525	Joliet	122.38	62.80	20.63
526	Lincoln Land	127.67	63.76	23.41
527	Morton	144.54	87.38	19.00
528	McHenry	142.04	72.73	28.19
529	Illinois Eastern	74.32	40.41	10.00
530	Logan	127.46	60.06	18.00
531	Shawnee	114.71	49.00	20.00
532	Lake County	114.63	62.86	25.00
533	Southeastern	136.45	44.13	19.00
534	Spoon River	123.20	71.04	27.00
535	Oakton	135.75	85.13	17.88
536	Lewis & Clark	118.42	44.08	20.56
537	Richland	165.82	80.21	26.22
539	John Wood	<u>109.81</u>	<u>34.84</u>	<u>20.00</u>
AVERAGES		\$117.83	\$51.51	\$23.30

SOURCES OF DATA: a) Certificate of Chargeback Reimbursement  
b) Illinois State Scholarship Commission

For Board Meeting  
of May 28, 1986

Agenda Item E-7

APPROVAL OF 1986-87 SALARY RANGES

Salary ranges for non-faculty personnel need to be adjusted for the 1986-87 year.

Attached are ranges proposed for 1986-87.

RECOMMENDATION: It is recommended that the respective salary ranges be approved as presented.

PROPOSED

CLASSIFIED SALARY RANGES

1986-87 .

SALARY GRADE	MINIMUM	MIDPOINT	MAXIMUM	SALARY RANGE SPREAD
7	17,947	21,896	25,845	49%
6	16,187	19,586	22,984	47%
5	14,593	17,512	20,431	45%
4	13,166	15,669	18,171	43%
3	11,881	14,020	16,158	41%
2	10,707	12,528	14,348	39%
1	9,645	11,189	12,732	37%

Office of the President  
May 28, 1986

PROPOSED  
ADMINISTRATIVE SALARY SCHEDULE  
 1986-87

LEVEL	POSITION CATEGORY	ANNUAL SALARY RANGE			SALARY SPREAD RANGE
		LOW	MIDPOINT	HIGH	
I	Administra- tive Assistant	14,887	19,849	24,810	70%
II	Assistant Directors, Coordinators	19,848	25,431	31,013	59%
III	Directors	25,428	31,322	37,215	49%
IV	Asst. Deans	31,322	37,370	43,418	41%
V	Deans	37,215	43,418	49,620	36%

Office of the President  
 May 28, 1986

PROPOSED

PARA-PROFESSIONAL SALARY RANGE

1986-87

The following is the salary range for a fulltime, 12 month para-professional position;

<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>
\$12,500	\$16,500	\$21,320

The range for hourly rates for para-professionals is:

\$5.50 - \$8.00

Office of the President  
May 28, 1986

PROPOSED  
DIXON CORRECTIONAL CENTER  
FACULTY SALARY RANGES  
12 MONTH  
1986-87

	LESS THAN MASTERS	MASTERS
Range	\$21,222 - 30,577	\$24,602 - 37,269
Factor Used For Initial Placement	\$668	\$792

Office of the President  
May 28, 1986

Represents 1.3 of campus faculty  
schedule to adapt to a 12 month  
basis.

For Board Meeting  
of May 28, 1986

Agenda Item E-8

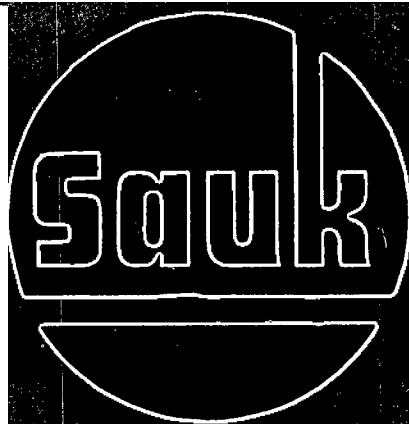
APPROVAL OF 1986-87 TENTATIVE BUDGET

The FY87 Tentative Budget is presented for approval. This operating budget (Educational and Building) is as previously reviewed by the Trustees, with actual salary amounts included, and \$1,000 added for Board travel for recruitment.

Approval of the tentative budget will allow it to be available for public review for the required thirty days before final adoption which is scheduled for July 28, 1986.

RECOMMENDATION: It is recommended that the Tentative Budget for 1986-87 be approved and that the public hearing and final adoption be scheduled for July 28, 1986.

TENTATIVE  
**BUDGET**  
1986 — 1987



**SAUK VALLEY COLLEGE**

173 ILLINOIS ROUTE #2

DIXON, ILLINOIS 61021 - 9110

SAUK VALLEY COLLEGE

EDUCATION FUND

PART I: ESTIMATED REVENUE 1986-87

100-000-400 EDUCATIONAL FUND

100-000-410 Local Governmental Sources

100-000-411.01 - 1985 Taxes $\frac{1}{2}$ (700,000,000 @ 24 $\frac{1}{2}$ ¢)	857,500	
100-000-411.02 - 1986 Taxes $\frac{1}{2}$ (700,000,000 @ 24 $\frac{1}{2}$ ¢)	857,500	
100-000-414 - Chargeback Revenue	9,000	1,724,000

100-000-420 State Governmental Sources

100-000-421 - State Apportionment		
Based on FY '85 enrollment - 46,019 hrs.	1,431,514	1,431,514
100-000-423 - Vocational Technical Education		
100-000-423.01.1 - Regular Reimbursement	52,500	
100-000-423.01.2 - Equipment Reimbursement	16,500	69,000
100-000-427 - Replacement of Corporate Personal Property Tax	147,889	147,889
100-000-429 - State Work Study	1	1

100-000-430 Federal Governmental Sources

100-000-431 - Federal Work Study	170,658	
100-000-439 - Other Federal	3,000	173,658

100-000-440 Student Tuition and Fees

100-000-441.01 - Summer 1986 ( 5,200)	126,000	
100-000-441.02 - Fall 1986 (19,800)	529,850	
100-000-441.03 - Spring 1987 (19,500)	507,650	1,163,500
100-000-442.01 - Graduation Fees	2,500	
100-000-442.04 - Transcript Fees	500	
100-000-442.05 - Laboratory Fees	31,600	
100-000-442.09 - Public Service Income	14,900	49,500

100-000-460 Rental of Facilities

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100-000-470 Interest on Investments

	40,000	40,000
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100-000-481 Non-Governmental Gifts (Foundation)

	9,650	9,650
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100-000-481 Bookstore Contribution and Land Lab

	83,741	83,741
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100-000-489 Restricted Fund Income (358)

	30,000	30,000
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100-000-493 Sale of Surplus Property

	13,562	13,562
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100-000-499 Other Revenue

	36,000	36,000
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TOTAL EDUCATIONAL FUND REVENUE . . . . .		\$4,972,015
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SAUK VALLEY COLLEGE

EDUCATION FUND

PART II: ESTIMATED EXPENDITURES 1986-87

110-000-000	INSTRUCTION	<u>2,560,788</u>
110-100-000	DIVISION OF BUSINESS	
110-100-513.01	- Salaries - Full Time	\$207,926
110-100-534	- Contractual Services	11,000
110-100-541.02	- General Materials & Supplies	11,475
110-100-550	- Conference & Meeting Expense	<u>1,400</u>
		231,801
110-117-000	FOOD SERVICES	
110-117-534	- Contractual Services	800
110-117-541.02	- General Materials & Supplies	425
110-117-550	- Conference & Meeting Expense	<u>125</u>
		1,350
110-200-000	DIVISION OF AGRICULTURE	
110-200-541.02	- General Materials & Supplies	<u>400</u>
		400
110-300-000	DIVISION OF INDUSTRIAL EDUCATION	
110-300-513.01	- Salaries - Full Time	161,950
110-300-534	- Contractual Services	6,400
110-300-541.02	- General Materials & Supplies	16,195
110-300-550	- Conference & Meeting Expense	<u>1,200</u>
		185,745
110-310-000	COSMETOLOGY	
110-310-538	- Contractual Services	54,000
110-310-541.02	- General Materials & Supplies	400
110-310-550	- Conference & Meeting Expense	<u>175</u>
		54,575
110-316-000	HUMAN SERVICES	
110-316-534	- Contractual Services	100
110-316-541.02	- General Materials & Supplies	1,000
110-316-550	- Conference & Meeting Expense	<u>200</u>
		1,300
110-400-000	DIVISION OF SOCIAL SCIENCE	
110-400-513.01	- Salaries - Full Time	113,421
110-400-541.02	- General Materials & Supplies	4,000
110-400-550	- Conference & Meeting Expense	<u>1,000</u>
		118,421

110-410-000      E.M.T.

110-410-534	- Contractual Services	1,700	
110-410-541.02	- General Materials & Supplies	313	
110-410-550	- Conference & Meeting Expense	<u>150</u>	2,163

110-418-000      CRIMINAL JUSTICE

110-418-513.01	- Salaries - Full Time	28,669	
110-418-534	- Contractual Services	500	
110-418-541.02	- General Materials & Supplies	1,941	
110-418-550	- Conference & Meeting Expense	<u>500</u>	31,610

110-419-000      LIBRARY TECHNOLOGY

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

110-500-513.01	- Salaries - Full Time (Humanities)	298,240	
110-500-541.02	- General Materials & Supplies (Humanities)	3,500	
110-500-550	- Conference & Meeting Expense (Humanities)	<u>2,500</u>	304,240
110-511-513.01	- Salaries - Full Time (Art)	29,133	
110-511-541.02	- General Materials & Supplies (Art)	600	
110-511-550	- Conference & Meeting Expense (Art)	<u>200</u>	29,933
110-512-513.01	- Salaries - Full Time (Music)	56,992	
110-512-534	- Contractual Services (Music)	1,200	
110-512-541.02	- General Materials & Supplies (Music)	1,450	
100-512-550	- Conference & Meeting Expense (Music)	<u>500</u>	60,142

110-600-000      DIVISION OF MATH SCIENCE

110-600-513.01	- Salaries - Full Time	209,772	
110-600-534	- Contractual Services	900	
110-600-541.02	- General Materials & Supplies	10,950	
110-600-550	- Conference & Meeting Expense	<u>1,400</u>	223,022

110-711-000      MED. LAB. TECHNOLOGY

110-711-513.01	- Salaries - Full Time	54,801	
110-711-534	- Contractual Services	1,875	
110-711-541.02	- General Materials & Supplies	11,610	
110-711-550	- Conference & Meeting Expense	<u>1,440</u>	69,726

110-712-000      A.D. NURSING

110-712-513.01 - Salaries - Full Time	73,218	
110-712-516 - Salaries - Office Staff	12,442	
110-712-534 - Contractual Services	767	
110-712-541.02 - General Materials & Supplies	3,570	
110-712-550 - Conference & Meeting Expense	<u>1,550</u>	91,547

110-713-000      L.P. NURSING

110-713-513.01 - Salaries - Full Time	65,176	
110-713-534 - Contractual Services	386	
110-713-541.02 - General Materials & Supplies	2,725	
110-713-550 - Conference & Meeting Expense	<u>700</u>	68,987

110-714-000      RADIOLOGIC TECHNOLOGY

110-714-513.01 - Salaries - Full Time	50,844	
110-714-534 - Contractual Services	3,902	
110-714-541.02 - General Materials & Supplies	3,185	
110-714-550 - Conference & Meeting Expense	<u>3,000</u>	60,931

110-715-000      DIVISION OF PHYSICAL EDUCATION

110-715-513.01 - Salaries - Full Time	49,045	
110-715-534 - Contractual Services	570	
110-715-541.02 - General Materials & Supplies	2,300	
110-715-550 - Conference & Meeting Expense	<u>600</u>	52,515

110-716-000      NURSING ASSISTANT

110-716-534 - Contractual Services	150	
110-716-541.02 - General Materials & Supplies	750	
110-716-550 - Conference & Meeting Expense	<u>200</u>	1,100

110-800-000      INFORMATION OFFICE & REPRODUCTION ROOM

110-800-516 - Salaries - Secretarial	44,310	
110-800-518.01 - Student Employees - (Federal) (Faculty Office)	13,000	
110-800-518.01-1 - Student Employees - (Federal) (Workroom)	7,250	
110-800-534 - Contractual (Workroom)	6,000	
110-800-537 - Contractual (UNALLOCATED)	1,600	
110-800-542 - General Materials & Supplies (Workroom)	1,000	
110-800-541.02 - General Materials & Supplies (Faculty Office)	1,450	
110-800-541.03 - General Materials & Supplies (Institutional Committees)	<u>300</u>	74,910

110-810-000 PUBLIC INFORMATION

110-810-511	- Salaries - Administrative	35,859	
110-810-516	- Salaries - Secretarial	2,000	
110-810-547	- General Materials & Supplies	86,750	
110-810-550	- Conference & Meeting Expense	<u>1,200</u>	125,809

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

110-811-511	- Salaries - Administrative	37,133	
110-811-513.02	- Salaries - Instructional (Part-time)	42,000	
110-811-513.03	- Salaries - Instructional (Summer Session)	42,000	
110-811-516	- Salaries - Secretarial	13,981	
110-811-518.01	- Student Employees (Federal)	8,147	
110-811-541.01	- General Materials & Supplies	1,300	
110-811-550	- Conference & Meeting Expense	<u>2,000</u>	146,561

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

110-812-511	- Salaries - Administrative	40,280	
110-812-513.02	- Salaries - Instructional (Part-time)	105,000	
110-812-513.03	- Salaries - Instructional (Summer Session)	42,000	
110-812-516	- Salaries - Secretarial	16,152	
110-812-518.01	- Student Employees (Federal)	15,979	
110-812-541.01	- General Materials & Supplies	1,200	
110-812-550	- Conference & Meeting Expense	<u>3,000</u>	223,611

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

110-813-511	- Salaries - Administrative	35,830	
110-813-513.02	- Instructional Salaries	100,000	
110-813-513.03	- Community Service Coordinators	7,500	
110-813-516	- Salaries - Secretarial	12,126	
110-813-518.01	- Student Employees (Federal)	1,972	
110-813-534	- Contractual Services	5,000	
110-813-541.02	- General Materials & Supplies	5,500	
110-813-550	- Conference & Meeting Expense	<u>2,000</u>	169,928

110-814-000 DIRECTOR OF HEALTH & NATURAL SCIENCES

110-814-511	- Salaries - Administrative	34,344	
110-814-513.02	- Salaries - Instructional (Part-time)	38,700	
110-814-513.03	- Salaries - Instructional (Summer Session)	11,000	
110-814-518.01	- Student Employees (Federal)	4,820	
110-814-534	- Contractual Services	200	
110-814-541.01	- General Materials & Supplies	1,200	
110-814-550	- Conference & Meeting Expense	<u>1,300</u>	91,564

100-815-000      ACADEMIC SKILLS CENTER

110-815-513.01	- Salaries - Full Time	56,573	
110-815-534	- Contractual Services	300	
110-815-541.02	- General Materials & Supplies	7,000	
110-815-550	- Conference & Meeting Expense	<u>500</u>	64,373

110-816-000      HONORS PROGRAM

110-816-534	- Contractual Services	100	
110-816-541.02	- General Materials & Supplies	400	
110-816-550	- Conference & Meeting Expense	<u>270</u>	770

110-818-000      DEAN OF INSTRUCTION

110-818-511	- Salaries - Administrative	46,167	
110-818-516	- Salaries - Secretarial	17,907	
110-818-518	- Student Tutors	2,000	
110-818-518.01	- Student Employees (Federal)	3,580	
110-818-534	- Contractual Services	-0-	
110-818-541.01	- General Materials & Supplies	2,000	
110-818-550	- Conference & Meeting Expense	<u>2,000</u>	73,654

120-000-000      ACADEMIC SUPPORT (Learning Resource Center)

200,148

120-000-515	- Salaries - Professional	88,512	
120-000-516	- Salaries - Secretarial	27,177	
120-000-518.01	- Student Employees (Federal)	12,809	
120-000-534	- Contractual Services	11,260	
120-000-541.01	- Xerox Supplies	2,000	
120-000-541.03	- Library Supplies	14,540	
120-000-544.01	- Audio Visual Supplies	7,650	
120-000-545	- Library Books	35,000	
120-000-550	- Conference & Meeting Expense	<u>1,200</u>	200,148

130-000-000      STUDENT SERVICES AND AIDS

413,811

131-000-000      Admissions and Records

131-000-511	- Salaries - Administrative	35,244	
131-000-516	- Salaries - Secretarial	55,928	
131-000-518.01	- Student Employees (Federal)	10,958	
131-000-534	- Contractual Services	2,600	
131-000-541.01	- General Materials & Supplies	7,900	
131-000-550	- Conference & Meeting Expense	<u>1,000</u>	113,630

<u>132-000-000</u>	<u>Counseling and Testing</u>		
132-000-515	- Salaries - Professional	76,669	
132-000-516	- Salaries - Secretarial	<u>13,981</u>	90,650
<u>133-000-541.01</u>	<u>Health Services - Materials</u>	<u>300</u>	300
<u>134-000-000</u>	<u>Financial Aids</u>		
134-000-511	- Salaries - Administrative	36,286	
134-000-516	- Salaries - Secretarial	<u>26,326</u>	62,612
<u>138-000-000</u>	<u>Administration of Student Services &amp; Aids</u>		
138-000-511	- Salaries - Administrative	43,646	
138-000-516	- Salaries - Secretarial	17,823	
138-000-518.01	- Student Employees (Federal)	45,100	
138-000-519	- Other Salaries (Coaching)	11,850	
138-000-534	- Contractual Services	1,300	
138-000-541.01	- General Materials & Supplies	14,780	
138-000-549	- Commencement	6,000	
138-000-550	- Conference & Meeting Expense	4,620	
138-000-554	- Student Recruitment	<u>1,500</u>	146,619
<u>140-000-000</u>	<u>PUBLIC SERVICES</u>		<u>14,900</u>
140-000-514.02	- Salaries	4,600	
140-000-534	- Contractual Services	5,000	
140-000-541.02	- General Materials & Supplies	<u>5,300</u>	14,900
<u>170-000-000</u>	<u>OPERATION AND MAINTENANCE OF PLANT</u>		<u>728,663</u>
171-000-517	- Salaries - Service Staff	370,923	
171-000-518.01	- Student Employees (Federal)	82,000	
176-000-575	- Telephone	39,840	
176-000-573	- Electricity	<u>235,900</u>	728,663
<u>181-000-000</u>	<u>GENERAL ADMINISTRATION</u>		<u>264,114</u>
<u>181-000-000</u>	<u>President's Office</u>		
181-000-511	- Salaries - Administrative	62,721	
181-000-516	- Salaries - Secretarial	20,503	
181-000-518.01	- Student Employees (Federal)	3,484	
181-000-534	- Contractual Services	1,000	
181-000-541.01	- General Materials & Supplies	2,500	
181-000-550	- Conference & Meeting Expense	4,000	
181-000-556	- Special Affairs	2,500	
181-000-559	- Other Conference & Meeting Expense	<u>5,600</u>	102,308

<u>182-000-000 Business Office</u>			
182-000-511	- Salaries - Administrative	50,921	
182-000-512	- Salaries - Professional	19,162	
182-000-516	- Salaries - Secretarial	75,423	
182-000-534	- Contractual Services	6,800	
182-000-541.01	- General Materials & Supplies	7,000	
182-000-550	- Conference & Meeting Expense	<u>2,500</u>	161,806
<u>190-000-000 INSTITUTIONAL SUPPORT</u>			<u>1,036,574</u>
<u>191-000-000 Board of Trustees</u>			
191-000-535	- Contractual - Legal	8,000	
191-000-535	- Contractual - Consultants	14,000	
191-000-549	- Other General Supplies (Election)	2,000	
191-000-550	- Conference & Meeting Expense	<u>4,000</u>	28,000
<u>192-000-000 Institutional Support Expense</u>			
192-000-516	- Salaries - Secretarial	14,196	
192-000-518.01	- Student Employees (Federal)	3,685	
192-000-518.03	- Student Employees (Federal)		
	(Contingency)	4,448	
192-000-521	- Group Medical & Life Insurance	290,500	
192-000-529	- Tuition Reimbursement	5,000	
192-000-532	- Curriculum Development	5,000	
192-000-537	- UNALLOCATED Contractual	2,400	
192-000-539	- In-Service Training	5,000	
192-000-541.02	- Supplies (FACULTY ASSOCIATION)	200	
192-000-544.02	- Postage	40,000	
192-000-546	- Publications/Dues	6,950	
192-000-547	- Advertising	700	
192-000-554	- Recruitment	<u>6,000</u>	384,079
<u>192-000-560 Fixed Charges</u>			
192-000-565	- General Insurance	<u>27,500</u>	27,500
<u>192-000-580 Capital Outlay</u>			
192-000-585	- Equipment	<u>145,947</u>	145,947
<u>193-000-000 Affirmative Action</u>			
193-000-534	- Contractual Services	300	
193-000-541.02	- General Materials & Supplies	100	
193-000-550	- Conference & Meeting Expense	<u>300</u>	700



SAUK VALLEY COLLEGE

OPERATIONS, BUILDING AND MAINTENANCE FUND

PART I: ESTIMATED REVENUE 1986-87

200-000-400 OPERATIONS, BUILDING AND MAINTENANCE FUND

200-000-410 Local Governmental Sources

200-000-411.01 - 1985 Taxes $\frac{1}{2}$ (700,000,000 @ 3¢)	105,000	
200-000-411.02 - 1986 Taxes $\frac{1}{2}$ (700,000,000 @ 3¢)	<u>105,000</u>	210,000

200-000-420 State Governmental Sources

200-000-427 - Replacement of Corporate Personal Property Tax	<u>18,111</u>	18,111
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<u>200-000-470 Interest on Investment</u>	<u>100</u>	100
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<u>200-000-499 Miscellaneous Revenue</u>	<u>2,000</u>	<u>2,000</u>
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TOTAL OPERATIONS, BUILDING AND MAINTENANCE FUND . . . . . \$ 230,211

SAUK VALLEY COLLEGE

OPERATIONS, BUILDING AND MAINTENANCE FUND

PART II: ESTIMATED EXPENDITURES 1986-87

200-000-000 OPERATIONS, BUILDING AND MAINTENANCE FUND

270-000-000 Operation and Maintenance of Plant

270-000-534	- Contractual Services	45,840	
270-000-541.04	- General Materials & Supplies	51,000	
270-000-550	- Conference & Meeting Expense	<u>2,500</u>	93,340
271-000-571	- Gas	<u>119,900</u>	119,900
276-000-587	- Equipment	<u>8,400</u>	8,400

290-000-000 Institutional Support

292-000-560 - Fixed Charges

292-000-561	- Rental	<u>1,000</u>	1,000
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299-000-600	Provision for Contingencies	<u>25,000</u>	<u>25,000</u>
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TOTAL BUDGET OPERATIONS, BUILDING AND MAINTENANCE FUND . . . . . \$ 253,640

PART III: BUDGET SUMMARY

Balance on Hand July 1, 1986

Revenue	\$230,211
Less Expenditures	<u>253,640</u>

Excess of Revenue over Expenditures (23,429)

Estimated Balance on Hand June 30, 1987 \$

SAUK VALLEY COLLEGE

WORKING CASH FUND

PART I: ESTIMATED REVENUE 1986-87

700-000-470 Other Sources

700-000-470	- Investment Income	<u>50,000</u>	<u>50,000</u>
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TOTAL WORKING CASH FUND REVENUE . . . . .			<u>\$ 50,000</u>
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PART II: ESTIMATED EXPENDITURES 1986-87

790-000-500 Institutional Support

790-000-569	- Miscellaneous Expenditures	<u>1,000</u>	<u>1,000</u>
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TOTAL WORKING CASH FUND EXPENDITURES . . . . .			<u>\$ 1,000</u>
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PART III: BUDGET SUMMARY

Balance on Hand July 1, 1986

Revenue	\$50,000
Less Expenditures	<u>1,000</u>

Excess of Revenue over Expenditures	<u>49,000</u>
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Estimated Balance on Hand June 30, 1987	<u>\$</u>
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SAUK VALLEY COLLEGE

AUDIT FUND

PART I: ESTIMATED REVENUE 1986-87

1100-000-410 Local Government Sources

1100-000-411.01 - 1985 Taxes $\frac{1}{2}$ (700,000,000 @ .0031)	10,850	
1100-000-411.02 - 1986 Taxes $\frac{1}{2}$ (700,000,000 @ .0031)	<u>10,850</u>	21,700
1100-000-470 - Interest on Investments	<u>300</u>	<u>300</u>

TOTAL AUDIT FUND REVENUE . . . . . \$ 22,000

PART II: ESTIMATED EXPENDITURES 1986-87

1192-000-531 - Audit Services	<u>22,000</u>	<u>22,000</u>
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TOTAL AUDIT FUND EXPENDITURES . . . . . \$ 22,000

PART III: BUDGET SUMMARY

Balance on Hand July 1, 1986

Revenue	\$22,000
Less Expenditures	<u>22,000</u>

Excess of Revenue over Expenditures

-0-

Estimated Balance on Hand June 30, 1987

\$

SAUK VALLEY COLLEGE

LIABILITY, PROTECTION, AND SETTLEMENT FUND

PART I: ESTIMATED REVENUE 1986-87

1200-000-410 Local Governmental Sources

1200-000-411.01 - 1985 Taxes $\frac{1}{2}$ (700,000,000 @ .0087)	30,450	
1200-000-411.02 - 1986 Taxes $\frac{1}{2}$ (700,000,000 @ .0087)	<u>30,450</u>	60,900
1200-000-470 - Investment Income	<u>3,000</u>	<u>3,000</u>

TOTAL LIABILITY, PROTECTION, AND SETTLEMENT FUND REVENUE . . . . . \$ 63,900

PART II: ESTIMATED EXPENDITURES 1986-87

1292-000-000 Institutional Support

1292-000-523 - Worker's Compensation	28,000	
1292-000-526 - Unemployment Compensation	17,000	
1292-000-527 - Tort Liability Insurance	<u>25,000</u>	<u>70,000</u>

TOTAL LIABILITY, PROTECTION, AND SETTLEMENT FUND EXPENDITURES . . . . . \$ 70,000

PART III: BUDGET SUMMARY

Balance on Hand July 1, 1986

Revenue	\$63,900
Less Expenditures	<u>70,000</u>

Excess of Revenue over Expenditures (6,100)

Estimated Balance on Hand June 30, 1987 \$

SAUK VALLEY COLLEGE  
BUILDING BOND PROCEEDS FUND

PART I: ESTIMATED REVENUE 1986-87

1300-000-420 State Governmental Sources

1300-000-429 - State Grants and Contributions	1	1
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1300-000-430 Federal Governmental Sources

1300-000-439 - Federal Grants and Contributions	1	1
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1300-000-470 Investment Income	60,000	60,000
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TOTAL BUILDING BOND PROCEEDS FUND REVENUE . . . . .	\$ 60,002
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PART II: ESTIMATED EXPENDITURES 1986-87

INSTITUTIONAL SUPPORT

1390-000-582 - Site Improvement	100,000	
1390-000-584 - Building Improvements	100,000	
1390-000-586 - Equipment - Instructional	50,000	
1390-000-587 - Equipment - Service	5,000	
1390-000-589 - Other Capital Outlay	5,000	260,000

TOTAL BUILDING BOND PROCEEDS FUND EXPENDITURES . . . . .	\$260,000
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PART III: BUDGET SUMMARY

Balance on Hand July 1, 1986

Revenue	\$ 60,002	
Less Expenditures	260,000	

Excess of Revenue over Expenditures	(199,998)
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Estimated Balance on Hand June 30, 1987	\$
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SAUK VALLEY COLLEGE BOOKSTORE

Budget for 1986-87

PART I: REVENUE

SALES:

Textbooks	\$ 240,000	
Supplies	30,000	
Miscellaneous	25,000	
Paperbacks	7,000	
Used Books	29,800	
Other Income	600	
Investment Income	3,500	
Sales Tax Collected	<u>17,800</u>	\$ 353,700

Less Cost of Sales:

Textbooks	192,000	
Supplies	19,500	
Miscellaneous	16,250	
Paperbacks	5,600	
Used Books	22,350	
Sales Tax Paid	<u>17,500</u>	<u>273,200</u>

ESTIMATED GROSS PROFIT . . . . . \$ 80,500

PART II: EXPENDITURES

Salaries & Wages	38,350	
Employee Benefits	950	
Transportation	6,900	
Equipment	2,500	
Supplies	3,000	
Travel	1,500	
Telephone	500	
Dues & Subscriptions	300	
Other Expenses	<u>1,200</u>	<u>55,200</u>

EXCESS REVENUE OVER EXPENDITURES . . . . . \$ 25,300

PART III: BUDGET SUMMARY

Fund Equity July 1, 1986

Revenue	\$80,500
Less Expenditures	<u>55,200</u>

Excess of Revenue over Expenditures	<u>25,300</u>
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Estimated Fund Equity, June 30, 1987	<u>\$</u>
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RESTRICTED PURPOSES FUND

PART I: ESTIMATED REVENUE

	<u>1985-86</u>	<u>1986-87</u>
#201 <u>Comprehensive Income</u>	\$48,500	\$45,000
<u>Income from Admissions to Student Activities</u>		
#202    Athletics                      700		700
#203    Drama and Readers Theatre    600		600
#204    Cultural Events <u>3,900</u>		<u>3,900</u>
	<u>5,200</u>	<u>5,200</u>
 TOTAL ESTIMATED REVENUE	 <u>\$53,700</u>	 <u>\$50,200</u>

RESTRICTED PURPOSES FUND

PART II: ESTIMATED EXPENDITURES

	<u>1985-86</u>		<u>1986-87</u>	
#251 - Athletics (Tennis)				
#252 - Athletics (Basketball)				
#253 - Athletics (Golf)				
#254A - Athletics (Soccer)				
#254B - Athletics (Baseball)				
 <u>Athletics</u>				
Officials	2,300		3,060	
Travel	4,400		3,980	
Meals and Hotel	4,620		3,955	
Awards	520		610	
Insurance	1,300		1,100	
Banquet	325		500	
Dues and Fees	<u>625</u>		<u>725</u>	
		14,090		13,930
 <u>Rentals</u>				
Baseball	-0-		-0-	
Golf	425		450	
Tennis	<u>200</u>		<u>250</u>	
		625		700
 <u>Supplies and Cleaning</u>				
Basketball	385		350	
Baseball	-0-		-0-	
Golf	450		475	
Tennis	450		680	
Soccer	<u>750</u>		<u>1,065</u>	
		2,035		2,570
 <u>Equipment</u>				
	<u>450</u>		<u>600</u>	
		450		600
 <u>Miscellaneous</u>				
Scouting	200		225	
Basketball Clinic	<u>175</u>		<u>175</u>	
		375		400

	<u>1985-86</u>	<u>1986-87</u>
<u>#256 Cheerleaders and Pom Pon</u>		
Jr. High Cheerleaders Clinic		
Travel and Meals		
Uniforms and Supplies	850	850
<u>#257 Speech Activities</u>	<u>1,000</u>	<u>3,000</u>
	1,000	3,000
<u>#258 Drama</u>		
Royalties		
Publicity		
Sets and Costumes		
Rentals		
Equipment		
Supplies		
Summer Theatre	2,500	700
<u>#259 Music</u>		
Travel		
Meals		
Cleaning and Misc.		
Workshop Travel		
Tailoring		
Madrigal Dinner	3,700	3,500
<u>#260 Student Activities</u>		
Entertainment and License Fees	600	550
Supplies	1,000	1,000
Equipment	330	200
Xerox and Workroom	600	400
Miscellaneous	200	100
Pow Wow Day	1,300	1,000
Concert-Lecture Series Promotions	4,000	3,500
Entertainment/Promotions	<u>3,800</u>	<u>3,500</u>
	11,830	10,250
<u>#262 Student Newspaper</u>	<u>-0-</u>	<u>-0-</u>
	-0-	-0-

	<u>1985-86</u>	<u>1986-87</u>
<u>#264      Student Senate</u>		
Supplies		
Leadership		
Membership Fees	<u>          </u>	<u>          </u>
	2,800	2,500
 <u>#266      Women's Intercollegiate Athletics</u>		
<u>Athletics</u>		
Officials	1,780	2,410
Travel	3,575	3,550
Meals and Lodging	3,090	3,075
Insurance	900	1,200
Dues and Fees	705	775
Awards	370	380
Banquet	325	325
Rentals	<u>50</u>	<u>50</u>
	10,795	11,765
 <u>Supplies</u>		
First Aid	325	325
Tennis	410	405
Basketball	150	430
Volleyball	<u>150</u>	<u>300</u>
	1,035	1,460
 <u>Equipment</u>	<u>300</u>	<u>300</u>
	300	300
 <u>Scouting</u>	<u>200</u>	<u>175</u>
	200	175
 <u>Sectionals</u>	<u>115</u>	<u>300</u>
	115	300
 <u>#270      Clubs</u>	<u>200</u>	<u>200</u>
	200	200
 <u>#271      Film Commission</u>	<u>800</u>	<u>-0-</u>
	800	-0-
	<u>\$53,700</u>	<u>\$53,200</u>

PART III: BUDGET SUMMARY

Balance on Hand July 1, 1986

Revenue	\$50,200
Less Expenditures	<u>53,200</u>

Excess of Revenue over Expenditures	<u>(3,000)</u>
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Estimated Balance on Hand June 30, 1987	<u>\$</u>
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SAUK VALLEY COLLEGE

CHILD CARE CENTER

1986-87

PART I: ESTIMATED REVENUE

Fees	\$ 18,700
Insurance	<u>250</u>
TOTAL REVENUE	<u>\$ 18,950</u>

PART II: ESTIMATED EXPENDITURES

Salaries	\$ 16,500
Insurance	250
Supplies	2,000
Travel	<u>100</u>
TOTAL EXPENDITURES	<u>\$ 18,950</u>

PART III: BUDGET SUMMARY

Balance on Hand July 1, 1986

Revenue	\$18,950
Less Expenditures	<u>18,950</u>

Excess of Revenue over Expenditures	<u>-0-</u>
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Estimated Balance on Hand June 30, 1987	<u>\$</u>
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For Board Meeting  
of May 28, 1986

Agenda Item E-9

AUTHORIZATION TO BID

Authorization is requested to solicit bids for the following microcomputer equipment for the FY 87 budget. We need to have the bids ready for the June 1986 board meeting in order to order the equipment and have it delivered and installed in time for the start of the fall semester.

<u>Faculty Computer Work Area</u>	<u>Estimated Cost</u>
1 Apple IIe	\$ 1,250.00
1 IBM PC XT	2,100.00
1 Image Writer II	500.00
1 Switch Box for Printer	300.00
2 Tables	400.00
2 Chairs	50.00

Academic Skills Center

12 Apple IIe	15,000.00
2 Image Writer IIe	1,000.00
2 Switch Box for Printer	600.00
12 Tables	2,400.00
2 Printer Stands	310.00

Computer Aided Design

4 IBM PC XT	8,000.00
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Data Processing Program

4 IBM PC XT	8,000.00
1 IBM PC AT	5,000.00
4 Computer Work Station	3,600.00
24 Chairs	1,200.00
1 Table and Chair for IBM PC AT	300.00
6 Apple IIe	7,500.00
1 Image Writer II	500.00
1 Switch Box for Printer	300.00

All of the equipment items are listed in the FY87 college budget. In addition, the Foundation has voted to contribute \$9,000 toward these costs with special focus on those for the Academic Skills Center.

RECOMMENDATION: It is recommended that the administration be given authorization to secure bids on the microcomputers as requested.

For Board Meeting  
of May 28, 1986

Agenda Item E-10

COSMETOLOGY CONTRACTS

Attached are copies of the new contractual agreements \* with Sterling School of Beauty Culture and the Beauty Academy in Dixon for FY 87. These agreements must be approved by the SVC Board of Trustees.

Both agreements reflect the new tuition rate of \$29.00 per hour and contain an increase of \$2.00 per credit hour in the fees that the college will pay the beauty schools. There is also an increase in the supply fees that the students pay directly to the beauty schools from \$1,340.00 to 1,868.00. This results in a total cost to the student of \$2,912.00 for the complete 36 semester hour program. This is less than the cost at most proprietary cosmetology schools around the state. Fees at many of these schools run over \$5,000 for a similar program.

The cosmetology program continues to have good enrollment (1,736 credit hours for FY 86). The continuation of these agreements is in the best interest of both the college and the students who enroll in the program.

RECOMMENDATION: It is recommended that the Board approve the two contracts as presented.

\*Copies for Board members and Deans--available to others upon request

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

THIS AGREEMENT, made this 1st day of July, 1986, between this BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NUMBER 506, an Illinois Community College organized and existing under the laws of the State of Illinois (hereinafter referred to as the "District"), with its principal office located at Route 5, Dixon, Illinois, and the STERLING SCHOOL OF BEAUTY CULTURE, INC. an Illinois Corporation, which is presently located at 211 East Third Street, Sterling, Illinois, (hereinafter referred to as the "Beauty School").

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

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

1. STUDENT ENROLLMENT - The District may enroll with the Beauty School students who meet R&E requirements and admission standards of the District as prescribed in the current college catalog for instruction and clinical training in cosmetology as set forth herein, the exact number of students not to exceed 60 for any particular school term.

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

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

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

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

<u>Course Name</u>	<u>Credit Hours</u>	<u>Amount of Tuition</u>	<u>Instructional Fees Paid By Sauk Valley College To Sterling Beauty School</u>
Cosmetology 101	8	\$ 232.00	\$ 296.00
Cosmetology 102	4	116.00	148.00
Cosmetology 103	12	348.00	444.00
Cosmetology 104	12	348.00	444.00
	<u>36</u>	<u>*\$1,044.00 (\$29.00 per credit hour)</u>	<u>\$1,332.00 (\$37.00 per credit hour)</u>

Course fee and supply fee paid directly to Sterling Beauty School by students:

\$1,868.00 first day of school, unless other financial arrangements have been made. This fee may be changed by the Beauty School with thirty (30) days prior written notification to Sauk Valley College.

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

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

<u>Course Name</u>	<u>Credit Hours</u>	<u>Amount of Tuition</u>	<u>Instructional Fees Paid By Sauk Valley College To Sterling Beauty School</u>
Cosmetology 105	12	\$348.00	\$444.00
Cosmetology 106	12	348.00	444.00
	24	*\$696.00 (\$29.00 per credit hour)	\$888.00 (\$37.00 per credit hour)

Additional fees paid to Sterling Beauty School by students for COS 105 and COS 106.

\$100.00 registration fee paid when enrolled in COS 105  
\$ 50.00 book fee paid when enrolled in COS 015  
\$456.00 course fee for each course

Paid the first day of school, unless other financial arrangements have been made. This fee may be changed by the Beauty School with thirty (30) days prior written notification to Sauk Valley College.

\*The tuition rate of \$29.00 per credit hour, listed above, will be collected from the students for all courses starting on or after August 4, 1986. The tuition rate for courses prior to that date will be \$27.00 per credit hour.

4. PAYMENT SCHEDULE - The District agrees to pay the Beauty School the amount specified in accordance with the foregoing schedule per student per course contingent upon the student's good standing and attendance (student must be in attendance) at the established mid-term date based upon the course starting date as determined by the academic calendar of the Beauty School developed in conjunction with the College. Said calendar shall prevail with reference to the determination of the mid-term date. The invoice shall include the student's name, social security number, starting date and ending date of the course, together with the amount due.

5. CLASSES AND HOURS - The Beauty School is located at 211 East Third Street, Sterling, Illinois. The hours of classes for day students shall be 8:30 a.m. to 4:00 p.m., Monday through Friday, 8:00 a.m. to 3:30 p.m. Saturday except legal holidays. Students attending evening classes shall meet 5:00 p.m. to 9:00 p.m., Monday through Thursday, and Saturday 8:00 a.m. to 3:30 p.m., except legal holidays. The academic calendar of the Beauty School will be in effect, not the calendar of the District.
6. REGISTRATION AND QUALIFICATION OF STUDENTS - Each student and his/her parent or guardian, if he/she is a minor, shall execute and file a Registration and Matriculation Application with the Beauty School before the beginning date of class for submission to the Department of Registration and Education of the State of Illinois, in addition to regulations of the College. The form of Registration and Matriculation Application shall be prescribed by the School and shall show or be accompanied by the following requirements of the Illinois Beauty Culture Art and the Rules and Regulations for the Administration of the Illinois Beauty Culture Act and the Department of Registration and Education before a student may be permitted to attend or participate in Cosmetology training.
- a. Proof that the student is a graduate of at least the eighth grade or equivalent, provide transcripts of high school course work, proof of name must be certified in keeping with Illinois Department of Registration and Education regulations.
  - b. That the student is a citizen or has filed a Declaration of Intent (as defined in the Beauty Culture Act of 1967, Section 5, Paragraph F).
  - c. An executed form of the modified Registration contract delivered to the Beauty School.

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

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

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

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

It is understood that the District is a public institution and the Beauty School agrees to indemnify and hold harmless the said District, its Board of Trustees and employees for any loss or damage, and any attorneys' fees, court costs, and expenses incurred as a

result of any claim or wrongful dismissal or any claim of deprivation of any instructional or legal right, regardless of whether such claims are groundless in fact.

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

9. PRIVILEGES OF DISTRICT AND STUDENTS - The District for an individual student or any individual student shall have the right at his discretion to withdraw from or cancel the cosmetology instruction and clinical training afforded by the Beauty School by forwarding to said School a written notice containing, but not limited to, the reason for the discontinuance or disconnection and the date it is to be effective. In the event of withdrawal or cancellation, the student shall be entitled to a tuition refund in accordance with the then current policy of the District as stated in the District catalog.

Should the District cancel its program in cosmetology or not enroll new students, students enrolled in the program will be allowed to finish their education through continued enrollment in the remaining courses at the Beauty School upon payment of the Beauty School required fees. Time for completion of this sequence cannot exceed three calendar years from the date of enrollment in the first course.

Students participating in this program are eligible for all auxiliary services of the college and shall be encouraged in every way to participate in the student activities normally provided for students of other programs.

10. NO REFUNDS FOR SUPPLIES - There shall be no refunds or credits given by the Beauty School and/or the District for "School Kits" or any other equipment or supplies purchased by the student or District under any circumstances.
11. ADVISORY COMMITTEE - An Advisory Committee shall be formulated to work with the college and the Beauty School for improvement of the program. This advisory committee shall be representative of the District at large.
12. LIABILITY INSURANCE, ETC. - Beauty School shall, during the duration of this agreement, maintain in force comprehensive general liability insurance in companies suitable to and approved by District and naming District as an additional insured, protecting District from any loss, claim or demand which may arise in any manner from the conduct of instruction as provided for herein, including without limitation, any and all liability to third person, students, or agents, or servants of Beauty School for personal injury or property damage. It is understood and agreed that Beauty School shall not be required to insure nor be responsible for any claims or occurrences which may arise off the premises and surroundings of Beauty School, or out of operation of motor vehicle by any student for the purpose of attending instruction at Beauty School. Limits of liability under such policy shall be as follows:

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

13. NOTICES AND DEMANDS - All notices and demands herein shall be in writing. The mailing of notices or any other instrument shall be sufficiently served hereunder if duly sent by registered or certified mail (return receipt requested), addressed to the respective addresses as stated above, subject to the right of any party to designate by notice in writing a new address to which notice must be sent.
14. AMENDMENTS - This agreement may from time to time be altered, amended or cancelled in whole or in part, subject, however, to the express condition precedent that such alteration, amendment or cancellation shall be in writing and signed by the parties; and the same shall not be invalid because of the lack of consideration, but shall have the same force and effect as though originally embodied herein.
15. PRIOR AGREEMENTS, ETC. - This agreement supersedes and takes the place of any and all prior agreements, representations and negotiations, and said prior agreements, representations and negotiations are hereby released and terminated.
16. CAPTIONS - The captions at the beginning of each paragraph shall not be construed to limit or restrict the language contained therein; it being the intention of the parties that said captions are employed simply as a convenient index.
17. BENEFIT - This agreement shall be binding upon and shall inure to the benefit of the parties; their successors and assigns. No assignment by the Beauty School shall be made without the prior written agreement of the District.

18. DURATION OF AGREEMENT - This contract between the District and the Beauty School shall be continuous from this date. The duration of this agreement shall be from July 1, 1986 through June 30, 1987. Both the District and the Beauty School shall, however, have the right to terminate this contract upon giving written notice to the other at least ninety (90) days before the date upon which either District or Beauty School desires to terminate this contract.

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

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

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

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

Board of Trustees of Community  
College District Number 506

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

By \_\_\_\_\_  
President

By \_\_\_\_\_  
President

Attest:

Attest:

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

\_\_\_\_\_  
Secretary  
Sterling School  
of Beauty Culture  
Sterling, Illinois

(Seal)

(Seal)

AGREEMENT  
FOR COSMETOLOGY TRAINING BETWEEN  
COMMUNITY COLLEGE DISTRICT NUMBER 506 AND  
BEAUTY ACADEMY

THIS AGREEMENT, made this 1st day of July, 1986, between this BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NUMBER 506, an Illinois Community College organized and existing under the laws of the State of Illinois (hereinafter referred to as the "District"), with its principal office located at Route 5, Dixon, Illinois, and the BEAUTY ACADEMY, a school of cosmetology approved and licensed by the Department of Registration and Education of the state of Illinois, which is presently located at 1254 North Galena Avenue, Dixon, Illinois, (hereinafter referred to as the "Beauty Academy").

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

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

1. STUDENT ENROLLMENT - The District may enroll with the Beauty Academy students who meet R&E requirements and admission standards of the District as prescribed in the current college catalog for instruction and clinical training in cosmetology as set forth herein, the exact number of students not to exceed 60 for any particular school term.

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

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

supervision of the program lies with the college. Representatives of the District may make periodic calls at the Beauty Academy for the purpose of observing and assessing the progress of the students and the evaluation of the instructional process and make these evaluations known to the director of the Beauty Academy. In addition, the Beauty Academy will follow the prescribed Cosmetology Curriculum as printed in the SVC Catalog. The Academy must also honor the cooperative agreement between SVC and Whiteside Area Vocational Center and grant 8 semester hours of advance credit for the COS 101 Cosmetology I course as specified in the SVC Catalog.

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

<u>Course Name</u>	<u>Credit Hours</u>	<u>Amount of Tuition</u>	<u>Instructional Fees Paid By Sauk Valley College To Beauty Academy</u>
Cosmetology 101	8	\$232.00	\$ 296.00
Cosmetology 102	4	116.00	148.00
Cosmetology 103	12	348.00	444.00
Cosmetology 104	12	348.00	444.00
	<u>36</u>	<u>*\$1,044.00 (\$29.00 per credit hour)</u>	<u>\$1,332.00 (\$37.00 per credit hour)</u>

Course fee and supply fee paid directly to Beauty Academy by students:

\$1,868.00 first day of school, unless other financial arrangements have been made. This fee may be changed by the Beauty Academy with thirty (30) days prior written notification to Sauk Valley College.

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

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

<u>Course Name</u>	<u>Credit Hours</u>	<u>Amount of Tuition</u>	<u>Instructional Fees Paid By Sauk Valley College To Beauty Academy</u>
Cosmetology 105	12	\$348.00	\$444.00
Cosmetology 106	12	348.00	444.00
	<u>24</u>	<u>\$696.00 (\$29.00 per credit hour)</u>	<u>\$888.00 (\$37.00 per credit hour)</u>

Additional fees paid to the Beauty Academy by students in COS 105 and COS 106.

\$100.00 registration fee  
\$ 50.00 book fee  
\$456.00 course fee for each course

Paid the first day of school, unless other financial arrangements have been made. This fee may be changed by the Beauty Academy with thirty (30) days prior written notification to Sauk Valley College.

\*The tuition rate of \$29.00 per credit hour, listed above, will be collected from the students for all courses starting on or after August 4, 1986. The tuition rate for courses prior to that date will be \$27.00 per credit hours.

4. PAYMENT SCHEDULE - The District agrees to pay the Beauty Academy the amount specified in accordance with the foregoing schedule per student per course contingent upon the student's good standing and attendance (student must be in attendance) at the established mid-term date based upon the course starting date as determined by the academic calendar of the Beauty Academy developed in conjunction with the College. Said calendar shall prevail with reference to the determination of the mid-term date. The invoice shall include the student's name, social security number, starting date and ending date of the course, together with the amount due.
5. CLASSES AND HOURS - The Beauty Academy is located at 1254 North Galena Avenue, Dixon, Illinois. The hours of classes shall be 8:30 a.m. to 5:00 p.m., Tuesday through Saturday, except legal holidays. The academic calendar of the Beauty Academy will be in effect, not the calendar of the District.
6. REGISTRATION AND QUALIFICATION OF STUDENTS - Each student and his/her parent or guardian, if he/she is a minor, shall execute and file a Registration and Matriculation Application with the Beauty Academy before the beginning date of class for submission to the Department of Registration and Education of the State of Illinois, in addition to regulations of the College. The form of Registration and Matriculation Application shall be prescribed by the Academy and shall show or be accompanied by the following requirements of the Illinois Beauty Culture Art and the Rules and Regulations for the Administration of the Illinois Beauty Culture Act and the Department of Registration and

Education before a student may be permitted to attend or participate in Cosmetology training.

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

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

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

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

8. PRIVILEGES OF THE BEAUTY ACADEMY - As an independent contractor, it is understood and agreed that the Beauty Academy, in cooperation with the District, shall have the right to request the withdrawal of any student in keeping with the college's enrollment withdrawal and disciplinary procedures as specified in the college catalog. Any tuition

refunds to the students shall be in accordance with the prevailing District policy. Such withdrawal requests should be made to the Dean of Instruction.

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

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

9. PRIVILEGES OF DISTRICT AND STUDENTS - The District for an individual student or any individual student shall have the right at his discretion to withdraw from or cancel the cosmetology instruction and clinical training afforded by the Beauty Academy by forwarding to said Academy a written notice containing, but not limited to, the reason for the discontinuance or disconnection and the date it is to be effective. In the event of withdrawal or cancellation, the student shall be entitled to a tuition refund in accordance with the then current policy of the District as stated in the District catalog.

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

10. NO REFUNDS FOR SUPPLIES - There shall be no refunds or credits given by the Beauty Academy and/or the District for "School Kits" or any other equipment or supplies purchased by the student or District under any circumstances.
11. ADVISORY COMMITTEE - An Advisory Committee shall be formulated to work with the college and the Beauty Academy for improvement of the program. This advisory committee shall be representative of the District at large.
12. LIABILITY INSURANCE, ETC. - Beauty Academy shall, during the duration of this agreement, maintain in force comprehensive general liability insurance in companies suitable to and approved by District and naming District as an additional insured, protecting District from any loss, claim or demand which may arise in any manner from the conduct of instruction as provided for herein, including without limitation, any and all liability to third person, students, or

agents, or servants of Beauty Academy for personal injury or property damage. It is understood and agreed that Beauty Academy shall not be required to insure nor be responsible for any claims or occurrences which may arise off the premises and surroundings of Beauty Academy, or out of operation of motor vehicle by any student for the purpose of attending instruction at Beauty Academy. Limits of liability under such policy shall be as follows:

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

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

16. CAPTIONS - The captions at the beginning of each paragraph shall not be construed to limit or restrict the language contained therein; it being the intention of the parties that said captions are employed simply as a convenient index.
17. BENEFIT - This agreement shall be binding upon and shall inure to the benefit of the parties; their successors and assigns. No assignment by the Beauty Academy shall be made without the prior written agreement of the District.
18. DURATION OF AGREEMENT - This contract between the District and the Beauty Academy shall be continuous from this date. The duration of this agreement shall be from July 1, 1986 through June 30, 1987. Both the District and the Beauty Academy shall, however, have the right to terminate this contract upon giving written notice to the other at least ninety (90) days before the date upon which either District or Beauty Academy desires to terminate this contract.
- Notwithstanding the foregoing, in case of termination as above stated, the Beauty Academy shall continue its obligation to those students already enrolled, until those students have completed their training and are qualified to take State examinations. The District will pay the Beauty Academy for such students as hereinbefore provided.
19. ENTIRE AGREEMENT - This agreement contains all of the terms, covenants, and conditions between the parties and no modifications, additions, waivers or alterations shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

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

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

Board of Trustees of Community  
College District Number 506

Beauty Academy

By \_\_\_\_\_  
President

By \_\_\_\_\_  
President

Attest:

Attest:

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

\_\_\_\_\_  
Secretary  
Beauty Academy  
Dixon, Illinois

(Seal)

(Seal)

For Board Meeting  
of May 28, 1986

Agenda Item F-1

RESIGNATION

Al Hardersen, the founder of our Soccer program who has coached for four years, has submitted his resignation.

RECOMMENDATION: It is recommended that Mr. Hardersen's resignation be accepted and special appreciation be extended to him for his services..

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 16, 1986

## MEMORANDUM

TO: Frank Palumbo, Athletic Director

FROM: Al Hardersen, Soccer Coach *ALH*

Soccer Coaching

I am writing this memorandum as formal notification of my resignation as Soccer Coach at Sauk Valley College. Due to my desire to become more involved with my family and especially my son's activities, I feel this resignation is important.

I plan to continue in my support of the Sauk Soccer Program by assisting with recruitment and technical assistance. My team members and new recruits are aware of my departure.

Thank you for the opportunity to work with the athletic program here at Sauk Valley College.

sm

cc: */* John Sagmoe

For Board Meeting  
of May 28, 1986

Agenda Item F-2

CONTRACTUAL PERSONNEL APPOINTMENTS

We need to approve the reappointment of persons employed as contractual personnel for the 1986-87 year, July 1, 1986 to June 30, 1987, unless specifically noted otherwise.

<u>Name</u>	<u>Position</u>
Sue VanWeelden	Coordinator Training for Business and Industry (ICCB Grant)
Mike Lambrecht	Counselor at DCC DCC Contract
Joe Rush	Instructor Small Engine Tech DCC Contract
Bill Bencini	Instructor Automotive DCC Contract
Mike Iacomini	Horticulture Instructor DCC Grant
Dennis Day	Business Instructor DCC

RECOMMENDATION: It is recommended that the above appointments be approved as presented.

For Board Meeting  
of May 28, 1986

Agenda Item F-3

PROFESSIONAL APPOINTMENTS

The following appointments are being presented for approval:

1. Dennis Day

Director of the Sauk Valley College  
Educational Program at the Dixon  
Correctional Center

2. John Wardell

Instructor of Electronics at the  
Dixon Correctional Center

RECOMMENDATION: It is recommended that the two  
appointments be approved as  
presented.

# SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE May 22, 1986

## MEMORANDUM

TO: Dr. Garner

CONFIDENTIAL

FROM: Don Foster *DF*

RE: Recommendation to Appoint Dennis Day to Position of  
Director of the Sauk Valley College Educational Program  
at Dixon Correctional Center

This memorandum will serve as a formal recommendation to appoint Dennis Day to the position of Director of the Sauk Valley College Educational Program at Dixon Correctional Center effective July 1, 1986. The following information is offered in support of this recommendation.

### Academic Background

Mr. Day holds a certificate in accounting from John A. Logan, an Associate in Arts degree from Illinois Valley Community College, an Associate of Arts in Mortuary Science from Southern Illinois University, a Bachelor of Science in Mortuary Science and Technical Careers from Southern Illinois University, a M.S. degree in Business Education from SIU and a M.S. degree in Public Administration from SIU. In addition, he has completed 30 semester hours of course work in data processing and 45 semester hours in accounting and data processing as part of his academic training at John A. Logan and SIU. Thus, Mr. Day holds excellent academic credentials for this administrative position.

### Background and Experience

Prior to coming to Sauk Valley College in 1984, Mr. Day had completed six years of teaching experience at two community colleges as well as four years of business experience in the operation of a funeral home. He has taught community college level courses in accounting, business, management, marketing, business mathematics, small business management, finance, data processing, and emergency medical technology. Since coming to SVC he developed and taught the entire Business Information Systems Program at DCC. The competency based curriculum material for this program was excellent and received praise from officials at ICCB. On February 1, 1986 Mr. Day took over as interim

director of the DCC Program and has done an outstanding job. He showed both administrative talent and leadership in working with the faculty, DCC officials, School District #428 staff and SVC staff. His work in closing out the FY 86 budget for the program was first rate. He shows every promise of becoming an excellent administrator and can be expected to provide solid leadership for the SVC-DCC Program.

#### References

Mr. Day's references prior to coming to SVC were all praiseworthy and his work for Mr. Feverston, and since February 1, 1986, for the college as director of the DCC program--has merited special praise and respect from all of us who have worked directly with him. Dr. Martin Power, Educational Administrator III at DCC; Larry Sachs, Assistant Warden in Charge of Programs at DCC; Ray Quick, Superintendent of Illinois Department of Corrections School District #428; and John Castro, Deputy Superintendent of School District #428; all give Mr. Day high marks for his performance as interim director. Also, his general performance as both an instructor and as an administrator are rated highly by Don Foster, his direct supervisor since February 1, 1986.

#### Personal Qualifications

Mr. Day is an exemplary young man. He has high standards, relates well to people, is tactful, is exceptionally honest and reliable and is highly regarded by all who have worked with him. He also has an excellent sense of humor and is respected by the faculty in the DCC Program as a person with great personal integrity.

#### Announcement Process

Position notice brochures were sent to the career education deans of all 39 Illinois community colleges, 23 middle western university placement bureaus, ICCB, DAVTE, and School District #428. Ads were placed in the job mart section of the Chicago Tribune, Milwaukee Journal, DesMoines Register, St. Louis Post Dispatch, Peoria Journal Star, Rockford Register Star, Sterling Daily Gazette and Dixon Evening Telegraph.

#### Application Response

We received 66 applications for the position.

Screening Process

The applications were initially screened down to 12, then reviewed by Bob Smith, representing the SVC-DCC faculty. They were then screened down to four who were selected for interviews. All four of the final candidates were interviewed by Don Foster, the faculty in the DCC Program, Martin Power and Larry Sachs. Dr. Garner was also consulted throughout the process. Dennis Day is the unanimous first choice of everyone.

DF/js

cc Dennis Day  
Larry Sachs  
Martin Power  
Ray Quick  
John Castro

# SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE

May 15, 1986

## MEMORANDUM

CONFIDENTIAL

TO: Dr. Garner

FROM: Don Foster *DF*

RE: Recommendation to Appoint John H. Wardell to Position of Instructor of Electronics - Dixon Correctional Center

### Qualifications

John H. Wardell is academically well qualified to serve as an electronics instructor. He holds both BS and MS degrees in Industrial Arts Technology (electronics major) from Western Illinois University and has completed additional graduate work on special training courses in computer aided drafting, automotive electronics, digital electronics, programmable controllers, and occupational education at several of the universities as well as General Motors. He has taught electronics at the community college level for the past six years and taught high school industrial arts for eight years. Currently Mr. Wardell is serving as Vice President of the Illinois Association of Electrical/Electronics Educators. Thus, Mr. Wardell is well qualified to develop and teach the electronics program at the Dixon Correctional Center.

### Recommendations

Mr. Wardell's references all gave him high marks. He is highly regarded as an instructor at Spoon River College. Both his written recommendations and telephone references project a picture of a solid electronics instructor with an excellent understanding of vocational education at the community college level.

### Selection Process

This position vacancy was listed in the Milwaukee Journal, St. Louis Post Dispatch, Des Moines Register, Rockford Register Star, Chicago Tribune, Sterling Daily Gazette, and Dixon Evening Telegraph. The position announcement was also sent to 23 university placement services and to all 39 community colleges in Illinois. We received 15 applications and interviewed two people for the position. Zollie Hall and Dennis Day, Acting Director of the DCC Program, screened the applicants. Don Foster conducted

an indepth interview with the two finalists. They were also interviewed by Dennis Day and his staff at the Correctional Center. Mr. Wardell was the unanimous first choice for this position.

Personal Qualifications

Mr. Wardell appears to be a serious and dedicated vocational instructor. He has a good understanding of community college instruction and is active in several professional societies. He is also personable and appears to be flexible enough to function well in a correctional center instructional setting. Mr. Wardell will be an excellent addition to the SVC faculty at the Dixon Correctional Center.

DF/js

cc Dennis Day  
Personnel File

For Board Meeting  
of May 28, 1986

Agenda Item F-4

AUTHORIZATION FOR  
PROFESSIONAL APPOINTMENTS

Due to the press for commitments to be made for instructors for the Building Construction Technology and Culinary Arts at the Correctional Center before the next regular meeting, authorization is sought to allow the administration to make these commitments with ratification by the Board at the next meeting.

RECOMMENDATION: It is recommended that the administration be given the authorization to hire (subject to later ratification) persons for the two positions as requested.

For Board Meeting  
of May 28, 1986

Agenda Item F-5

### COUNSELING

#### Approval of Professional Position and Appointment

For an extended period, our Counseling Office and the Admissions and Records Office have been jointly supervised by a single person. This has been a dual function arrangement that we have made to work quite effectively, given the resources we have.

At this time, however, we must give our fullest effort to student recruitment. We are currently in a position to separate these functions with a minimum of cost that will greatly improve the ability of each office to do their part in serving students. The overall effectiveness will be improved by appointing one of our current full-time (12 month) counselors as coordinator of Counseling. This coordinating responsibility would be treated as an overload assignment. The responsibility for counselor evaluation and ultimate administrative supervision of counseling would rest directly with the Dean of Student Services. The projected cost for this change would be:

\$3,000 - Coordinating assignment

\$6,000 - Employment of part-time counseling staff

This total of \$9,000 is contained in the proposed 1986-87 budget.

RECOMMENDATION: It is recommended that this proposal to adjust counseling assignments be approved and that Michael Hustad be assigned the coordinating overload.

For Board Meeting  
of May 28, 1986

Agenda Item G-1

RECOMMENDATION ON NORTHWESTERN ILLINOIS  
REGIONAL VOCATIONAL DELIVERY SYSTEM

(FIRST READING)

Enclosed is a copy of the final draft of the Phase I - Planning Agreement for the Northwestern Illinois Regional Vocational Delivery System. This document, which represents a planning agreement to cover the period from July 1, 1986 through June 30, 1988, is the local response to the Education for Employment Program mandate approved by the Illinois State Board of Education on December 13, 1984.

This new program requires that all vocational education at both the secondary level and community college level (including adult vocational education) be delivered through a regional vocational system by 1988. The plan also calls for the development of a competency based curriculum at all levels as well as program articulation between the secondary and community college levels of vocational education.

A timetable was outlined to conduct the planning and preparation for implementing the new system.

- December 13, 1984 - Education for Employment Program approved by ISBE
- July 1, 1985 - Develop Planning Grant Application for Regional Vocational System
- July 1, 1986 - Establish a joint system agreement (called Phase I - Interim Planning Agreement at the local level)
- July 1, 1988 - Submit Regional Plan for Vocational Education to ISBE

Locally a planning grant was obtained in the summer of 1985 and a Regional Planning Board established. Dr. Garner represented the college on this board and served on the Executive Board until April of 1986 when I was assigned to assume this role. The Executive Board and Planning Board have finalized the Phase I - Planning Agreement to extend from July 1, 1986 through June 30, 1988. All public

school boards and community college boards included in the geographic area of the Northwestern Illinois Regional Vocational Delivery System must approve the continued participation of their respective districts prior to June 30, 1986.

The proposed agreement covers 23 public school districts as well as Whiteside Area Vocational Center and Sauk Valley College. Black Hawk College, Kishwaukee College, and Highland College also have one or more school districts that are included in the proposed regional system. A map of the system is included in the agreement along with a complete list of all participating school and college districts.

The Phase I Planning Agreement does not commit Sauk Valley College or any of the participating school districts to any financial obligations or to permanent membership in the regional system. Phase I is a planning agreement only. After Phase II or the final agreement is prepared (in approximately 18 months) the college will have to make a decision about the nature and extent of its future participation. SVC could become a full member of the regional system or elect to follow a cooperation-articulation model for continued association with the regional system.

We will continue to be advised in this matter by ICCB before a final decision must be made by June 30, 1988. The Illinois Council of Community College Presidents will also be studying this matter. It is possible that all public community colleges in Illinois might act in concert on this matter.

RECOMMENDATION: It is recommended that this agreement be received for first reading.

NORTHWESTERN ILLINOIS REGIONAL  
VOCATIONAL DELIVERY SYSTEM

MINUTES

Executive Committee Meeting, April 28, 1986.

The following members were present:

Tom Coffey  
Ted Gapinski  
Dr. Don Foster

Dr. Jim Garnett  
Merle McCaffrey

Staff: Mike Kelly

The meeting was called to order at 9:30 AM, in the conference room of Community Unit District #5, by Dr. Jim Garnett.

The minutes of the 4/21/86 meeting were approved.

Dr. Don Foster asked, "Is this a delivery system, coordinating council, coordinating body, or is it a vocational region?" Is this body going to deliver educational programs, or is it going to coordinate educational programs currently being delivered by Whiteside, and secondary schools as Sauk Valley?" Mike said his understanding is that, "It has been described as a delivery system, using the area of the AVC, currently being used, and the programs will funnel through this regional program. It is regional, and it is also a delivery system or delivery network. Probably all the words you used to describe it are correct. The system will not offer courses. It is a planning and development system and when implemented it will become a delivery system.

Delivery  
System

Dr. Jim Garnett made a motion to change the name of the Delivery System to Northwestern Illinois Vocational Education System, seconded by Ted Gapinski. Passed.

Name Change

Dr. Don Foster asked, "When the system is put in effect in 1988, what part will Mr. Gillespie play?" Mike Kelly said, "As Region II Administrator he will probably continue to monitor the regional system, to work with the AVC and high school, and provide technical assistant to the regional systems.

Dr. Don Foster asked if this agreement must be adopted by Sauk Valley Community College. The committee expressed a desire to have Sauk

Sauk Valley  
Community  
College

Valley Community College remain on the BOARD during the planning of the regional system. When it is time for the agreement to be ratified, Sauk Valley will have a choice of remaining in the regional system, or sign an articulation agreement with the regional system.

Changes were made to the transitional planning and development agreement beginning with page 10. Corrections will be made and sent to all board members before the May 12, 1986 meeting. This agreement will be presented to the Planning Council at their May 21, 1986 meeting. Dr. Jim Garnett suggested that Ole Pace, District #5 legal council be in attendance at the meeting.

Transitional  
Planning &  
Development  
Agreement

The next meeting will be May 12, 1986, conference room of Community Unit District #5, at 9:30 A.M.

Next Meeting

Tom Coffey, moved the meeting be adjourned, seconded by Ted Gapinski. Passed. The meeting was adjourned at 10:52 A.M.

NORTHWESTERN ILLINOIS REGIONAL  
VOCATIONAL DELIVERY SYSTEM

MAY 12, 1986

Dear Superintendent:

Prior to June 30, 1986, your Board of Education must elect whether or not to ratify a Regional Agreement for the Illinois Statewide Education for Employment Program. Under Illinois State Board of Education (ISBE) Policy, a district will be eligible for state vocational education reimbursement only if the Board of Education ratifies a Regional Agreement before June 30, 1986. The attached Intergovernmental Transitional Planning and Development Agreement is from the Northwestern Illinois Regional Vocational Delivery System.

ISBE established legal requirements to be addressed in a Regional Agreement. Thus, the attached plan must contain specific areas; however, your Executive Committee chose to circumvent this requirement in some areas. The committee chose to either exempt the item by stating it did not apply or indicating it would be resolved later since this is a transitional agreement.

Please note that the introductory authorization statement specifies this is a transitional agreement. We feel the draft agreement satisfies the ISBE mandate, but also offers the following unique features to satisfy the districts which will, hopefully, be included in the proposed region:

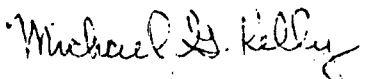
**TWO ACTION PHASES**

- PHASE I -- Planning and development of the regional vocational delivery system. (July 1, 1986 - June 30, 1988) No Financial Commitment.
- PHASE II -- Implementation Agreement (Effective after July 1, 1988)

If your board is undecided about which regional agreement to join, sign more than one. ISBE does not prohibit a Board of Education from signing two Regional Agreement.

If you have any questions, do not hesitate to contact me.

Sincerely,

  
Michael Kelly, Director.

**NORTHWESTERN ILLINOIS VOCATIONAL  
EDUCATION SYSTEM**

**Intergovernmental Agreement**

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NORTHWESTERN ILLINOIS VOCATIONAL  
EDUCATION SYSTEM

INTERGOVERNMENTAL TRANSITIONAL PLANNING AND  
DEVELOPMENT AGREEMENT

FINAL DRAFT

**AUTHORIZATION**

This transitional planning and development agreement is executed under the authority of Article VII, Section 10 of the Illinois Constitution and Intergovernmental Cooperation Act of 1973.

**PHASE I: THE INTERGOVERNMENTAL TRANSITIONAL PLANNING AND  
DEVELOPMENT AGREEMENT (July 1, 1986 - June 30, 1988).**

This document is a transitional planning and development agreement between the existing vocational delivery system and the regional vocational delivery system which shall be implemented July 1, 1988. This transitional planning and development agreement shall be effective July 1, 1986 and shall terminate on June 30, 1988.

Policies and procedures approved and adopted during the life of the transitional planning and development agreement shall be incorporated into the implementation agreement. These policies and procedures shall govern the implementation and operation of the regional vocational delivery system after July 1, 1988.

**PHASE II: THE IMPLEMENTATION AGREEMENT ( Effective after July 1, 1988)**

The implementation agreement shall be drafted during the life of the transitional planning and development agreement. The implementation agreement shall be approved by the Regional Vocational Board of Directors (Article II, Section 1), on or before February 28, 1988. The implementation agreement shall be submitted to member Boards of Education on or before March 15, 1988 for ratification. Member Boards of Education shall ratify the implementation agreement on or before June 30, 1988, in order to become members of the regional vocational delivery system. The implementation agreement of the regional vocational delivery system shall be effective July 1, 1988.

**FISCAL YEAR**

The fiscal year of the transitional planning and development agreement

**ARTICLE I - General****SECTION 1 NAME**

The name of the Regional Vocational Delivery System formed hereunder shall be known as the Northwestern Illinois Vocational Education System hereinafter referred to as the PHASE I SYSTEM.

**SECTION 2 PURPOSE**

The PHASE I SYSTEM shall plan and develop quality vocational programs. These programs shall be efficient and assure that all students, whether youth or adult, attain a satisfactory level of achievement appropriate to either immediate employment or further education in preparation for later employment. Planning and development of programs and services shall include a systematic review of curriculum, staff development, and equipment modernization, each developed in conjunction with employers, labor market information, and student interests. The PHASE I SYSTEM shall plan equal student access to programs; employ a Planning Grant Director and other professional staff for such programs as may be required; and provide for the coordination of such programs.

**SECTION 3 MEMBERSHIP****3.1 Charter Members**

Membership in the PHASE I SYSTEM may be extended to community colleges and school districts within and adjacent to the counties of Bureau, Carroll, Lee, Ogle, and Whiteside and which also meet all applicable laws and regulations, including those of the REGIONAL VOCATIONAL BOARD OF DIRECTORS. (See Article II - Organization and operations ).

Charter membership in the PHASE I SYSTEM may be made up of the following community colleges: Blackhawk College, District No. 503; Highland Community College, District No. 519; Kishwaukee College, District No. 523; and Sauk Valley College, District No. 506.

Charter membership in the PHASE I SYSTEM may be made up of the following school districts: Amboy Community Unit

School District #272, Lee County; Ashton Community Unit School District #275, Lee County; Chadwick Community Unit School District #399, Carroll County; Dixon Community Unit School District #170, Lee County; Erie Community Unit District #1, Whiteside County; Forrestville Valley Community Unit School District #221, Ogle County; Lanark Community Unit School District #305, Carroll County; Lee Center Community Unit School District #271, Lee County; Manlius Community Unit School District #305, Bureau County; Milledgeville Community Unit School District #312, Carroll County; Morrison Community Unit School District #6, Whiteside County; Mt. Carroll Community Unit School District #304, Carroll County; Ohio Community Unit School District #505, Bureau County; Polo Community Unit School District #222, Ogle County; Prophetstown/ Lyndon Community Unit School District #3, Whiteside County; Riverbend Community Unit School District #2, Whiteside County; Rock Falls Township High School District #301, Whiteside and Lee Counties; Savanna Community Unit District #300, Carroll County; Shannon Community Unit District #303, Carroll County; Community Unit School District #5 (Sterling), Whiteside and Lee Counties; Tampico Community Unit School District #4, Whiteside County; Thomson Community Unit School District #301, Carroll County; Walnut Community High School District #508, Bureau County.

### 3.2 Terms of Membership

Membership in the PHASE I SYSTEM shall be from the time of Ratification, as outlined in Article IX, until June 30, 1988, unless a member executes the withdrawal provision, as outlined in Article VII.

### 3.3 New Members

Districts desiring to join the PHASE I SYSTEM after its formation date may be admitted by a three-fourths vote of the REGIONAL BOARD OF DIRECTORS (See Article II - Organization and operation). Such districts shall pay any assessment including, but not limited to, a fair and equitable assessment for previous program development established by the REGIONAL VOCATIONAL BOARD OF DIRECTORS. Admission to the PHASE I SYSTEM

shall be by petition to the REGIONAL VOCATIONAL BOARD OF DIRECTORS by the Board of Education and shall be voted upon by the REGIONAL VOCATIONAL BOARD OF DIRECTORS at an open public meeting.

## ARTICLE II - Organization and operation

### SECTION I GOVERNANCE

#### 1.1 Authority

The PHASE I SYSTEM shall be governed by the REGIONAL VOCATIONAL BOARD OF DIRECTORS hereinafter referred to as the BOARD, in accordance with Article VII, Section 10 of the Illinois Consitution and the Intergovernmental Cooperation Act of 1973.

#### 1.2 Board Membership

In PHASE I, the BOARD shall be composed of superintendents from all member districts, unless otherwise designated by the local Board of Education of the member district; community college representatives; the Superintendents of Lee and Whiteside County Educational Service Regions; and a representative from the special needs service providers in the region. The special needs representative shall be selected and approved by the BOARD.

#### 1.3 Ex-Officio Board Members

In PHASE I, the BOARD shall include the following ex-officio members:

1.3.1 A representative of the administrative agent. This representative shall be designated by the administrative agent

1.3.2 The Planning Grant Director of the System.

1.3.3 The Director of the Whiteside Area Vocational Center.

#### 1.4 Voting

In PHASE I, each BOARD member shall have one vote. Ex-officio members shall not have voting powers.

### 1.5 Board Quorum

In PHASE I, a majority of all voting members shall constitute a quorum; however, no action shall be taken unless approved by a majority of the total members.

### 1.6 Board Meetings

In PHASE I, the BOARD shall meet five times a year. The regular meeting dates shall be established by the BOARD at the annual August meeting. Special meetings of the BOARD may be called by the President or by any two (2) members who may request the President, Vice-President, or Planning Grant Director to notify the members of a special meeting. Notification of a special meeting may be done by telephone or in writing. Telephone notification of a special meeting must reach all members at least 24 hours in advance of the meeting. Written notification of a special meeting must reach all members at least 48 hours in advance of the meeting. Such notification shall contain time, place and purpose of the meeting. The BOARD shall conduct its meetings under the provisions of Roberts' Rules of Order and in accordance with the requirements of the Illinois Open Meetings Act.

### 1.7 Board Officers

In PHASE I, the BOARD shall elect a President and Vice-President who both shall serve a term of two years. The President shall also serve as the Chair of the Executive Committee.

### 1.8 Board Elections

In PHASE I, elections shall be held at the annual August meeting, with the terms of the President and Vice-President commencing September 1, 1986 and ending June 30, 1988.

If an officer resigns during his/her term, the BOARD shall replace that officer at the next meeting of the BOARD.

### 1.9 By-laws

In PHASE I, the contents of this transitional planning development agreement and accompanying policy and

#### 1.10 Board Responsibilities

In PHASE I, the BOARD shall develop and approve policies to insure the efficient operation of the regional vocational delivery system. Furthermore, responsibilities of the BOARD shall include, but shall not be limited to, the following:

1.10.1 The BOARD shall develop and approve a PHASE II implementation agreement for the regional vocational delivery system on or before February 28, 1988.

1.10.2 The BOARD shall adopt operational policies and procedures which shall be incorporated into the PHASE II implementation agreement for the regional vocational delivery system.

1.10.3 The BOARD shall adopt operational policies and procedures for the PHASE I transitional planning and development agreement as part of the Policies and Procedures Manual.

1.10.4 The BOARD shall annually review programs in terms of quality, access, and efficiency to promote short-term and long-term planning.

1.10.5 The BOARD shall approve the employment of all staff hired as a part of the transitional planning and development agreement.

1.10.6 The BOARD shall perform other duties as designated in the transitional planning and development agreement.

#### 1.11 Executive Committee

In PHASE I, the Executive Committee shall be a Subcommittee of the BOARD.

1.11.1 The Executive Committee shall be chaired by the President of the BOARD. The Executive Committee shall consist of the BOARD President, BOARD Vice-President and the superintendent of the Administrative Agent and five members from the BOARD. The Planning Grant Director shall be an ex-officio member of the Executive Committee.

1.11.2 Executive Committee member shall serve a term of two years and shall be elected at the annual August BOARD meeting, 1986. Terms shall commence September 1, 1986 and end June 30, 1988. Meeting dates shall be established by the Executive Committee as needed.

If an Executive Committee member resigns during his/her term, the BOARD shall replace that individual at the next BOARD meeting.

1.11.3 Executive Committee Responsibilities

Responsibilities of The Executive Committee shall include, but shall not be limited to, the following:

1.11.3a The Executive Committee shall assist the Planning Grant Director in drafting an implementation agreement for the regional vocational delivery system (effective 7-1-88)

1.11.3b The Executive Committee shall prepare agenda items for BOARD meetings.

1.11.3c The Executive Committee shall prepare and present recommendations concerning SYSTEM policies and procedures to the BOARD.

1.11.3d The Executive Committee shall carry out directives made by the BOARD.

## SECTION 2 ADMINISTRATIVE AGENT

### 2.1 Designation of the Administrative Agent.

In PHASE I, the Administrative Agent of the SYSTEM shall be Community Unit School District #5, 1800 6th Ave., Sterling, IL 61081, hereinafter referred to as the ADMINISTRATIVE AGENT.

### 2.2 Changing the Administrative Agent

In PHASE I, the designation of the Administrative Agent under the transitional planning and development agreement may be changed by the BOARD upon approval by three quarters (3/4) of the votes of the member Boards of Education as outlined in Article XIII - Amendments. The

July 1, through June 30. A vote to change the designation of the Administrative Agent must occur prior to March 31 in order to be effective for the upcoming fiscal year.

After a vote to change the Administrative Agent, all of the Districts and the prior and new Administrative Agent, may agree by stipulation to accelerate or postpone the effective date of the change.

### 2.3 Responsibilities

The ADMINISTRATIVE AGENT shall act as the legal fiscal agent for the PHASE I SYSTEM under the provisions of Article VII, Section 10 of the Illinois Constitution and the Intergovernment Cooperation Act of 1973 and all applicable rules and regulations of the Illinois State Board of Education. These responsibilities shall include, but shall not be limit to the following.

2.3.1 The ADMINISTRATIVE AGENT shall receive and record payments and reimbursements to the PHASE I SYSTEM and shall carry out transactions approved by the BOARD.

2.3.2 The ADMINISTRATIVE AGENT shall maintain restricted purpose accounts of the PHASE I SYSTEM and make a monthly statement of those accounts available to the Planning Grant Director, BOARD, and participating districts.

2.3.3 The ADMINISTRATIVE AGENT shall have the minimum of one annual audit conducted in accordance with Section 3-15.1 of THE SCHOOL CODE.

2.3.4 The ADMINISTRATIVE AGENT shall not receive contributions from private business, governmental, and foundation sources for the PHASE I SYSTEM.

2.3.5 The Superintendent of the ADMINISTRATIVE AGENT shall supervise the Planning Grant Director. Evaluation of the Planning Grant Director by the Superintendent shall be in conjunction with the BOARD. The Superintendent of the Administrative Agent shall serve as a member of the Executive Committee. Article II, Section 1.11

## 2.4 Compensation

For services rendered to the PHASE I SYSTEM, the ADMINISTRATIVE AGENT shall receive an indirect cost from the Planning Grant which is approved by the Illinois State Board of Education/Department of Adult, Vocational, and Technical Education.

## SECTION 3 ADMINISTRATIVE STRUCTURE

The PHASE I Administrative Structure is identified in Appendix A.

## SECTION 4 SYSTEM ADMINISTRATIVE PERSONNEL

### 4.1 The Planning Grant Director

4.1.1 The BOARD shall approve a Planning Grant Director for the PHASE I SYSTEM and he/she shall be an employee of the Administrative Agent for legal purposes.

4.1.2 The Planning Grant Director shall be responsible for the planning, and development of the PHASE I SYSTEM, and the drafting of an implementation agreement for the regional vocational delivery PHASE I SYSTEM. He/she shall administer this transitional planning and development agreement, and other BOARD directives.

4.1.3 The Planning Grant Director shall prepare an annual budget for review by the BOARD, and shall prepare other reports and perform other duties as required by the law and this transitional planning and development agreement.

## SECTION 5 REGIONAL ADVISORY COUNCILS, COMMITTEES, AND SUBCOMMITTEES

5.1 IN PHASE I, the SYSTEM shall utilize advisory groups, such as the following:

5.1.1 Advisory Council

5.1.2. Principals and Counselors' Council

5.1.3 Marketing Committee

5.1.4 Labor Market Information Committee

**5.1.5 Student Services Committee****5.1.6 Vocational Programs Committee****5.1.7 Subcommittees to the Vocational Programs Committee.****5.1.7a Agriculture****5.1.7b Health****5.1.7c Business****5.1.7d Industrial/Technical****5.1.7e Home Economics****5.2 Membership**

In PHASE I, the Advisory Council, Committees, and Subcommittees shall include employers, representatives of organized labor, representatives from employer and business associations, personnel and training directors, Job Training and Partnership Act personnel, the Private Industry Council, the Sauk Valley Area Council for Economic Development, vocational administrators, teachers, counselors, community leaders. Principal and counselors of member districts shall be members of the Principals and Counselors' Council.

**5.3 Structure**

The PHASE I Structure of the Regional Advisory Plan is outlined in Appendix B.

**5.4 Terms**

In PHASE I, members' terms shall be from July 1, 1986 to June 30, 1988. If a member resigns his/her position, he/she will be replaced at the next regular meeting.

**5.5 Responsibilities**

In PHASE I, Members responsibilities are outlined in Appendix C1-C7.

**5.6 Other Advisory Committees**

In PHASE I, the BOARD may establish other Advisory

committees or groups as needed. Advisory committees will also adhere to all state and federal statutes, rules, regulations and guidelines.

### ARTICLE III - Programs

#### SECTION I PROGRAMS AND SERVICES

Employer and Students needs shall provide the impetus for programs and services planned and developed under this PHASE I transitional planning and development agreement; however, programs and services shall not be provided under the PHASE I SYSTEM. Programs and services shall be provided under the PHASE II implementation agreement for the regional vocational delivery system.

Effective Regional vocational delivery system programs shall reflect the following characteristics:

- A well defined sequence of offerings among service providers which lead to the accomplishment of one or more career goals.
- Outcome Oriented curriculum
- Quality instruction, equipment and facilities
- Equitable Student access to programs
- Efficiency, in terms of the number of students served and costs.

#### 1.1 Regional Programs and Services

In PHASE II, area community colleges shall have the primary responsibility for providing post-secondary level programs and services. Local districts and the Whiteside Area Vocational Center shall have the primary responsibility for providing secondary level programs and services. Post secondary and secondary programs and services shall be coordinated and articulated.

Secondary programs and services planned and developed by the PHASE I SYSTEM shall be determined by the BOARD upon the recommendations of Planning Grant Director and Advisory Council.

#### 1.2 Regional Program Delivery

In PHASE I, programs and services shall be planned and developed for students via regional programs which shall be operated by the Whiteside Area Vocational Center, local districts, community colleges, and/or other contracted agencies.

##### Definition of courses:

Courses approved to serve students from two or more member districts shall be referred to as SHARED COURSES. A course approved to serve students from only one member district shall be referred to as a LOCAL COURSE.

#### 1.3 Regional Programs

IN PHASE I and II, Community college programs and courses shall be approved and funded by the Illinois Community College Board (ICCB) in accordance with statutory requirements, and ICCB and Department of Adult Vocational and Technical Education policies and procedures.

In PHASE I, preliminary approval of secondary regional programs shall be made by the BOARD and DAVTE. In PHASE II, secondary regional programs shall be approved by the BOARD and approved/funded by DAVTE. In both phases, the BOARD shall establish criteria for program approval.

#### 1.4 Level of Participation

1.4.1 In PHASE II, each member district may determine through annual Board of Education action which regional programs/courses shall be offered to students of that district and the level of student participation in each program.

#### 1.5 Student Eligibility

In PHASE II, each member district shall determine the eligibility of its students for programs provided, coordinated or approved by the BOARD as well as for independent or non-approved programs.

### 1.6 Independent Programs

In PHASE II, nothing shall prohibit or restrict the rights of a member school district or combination of districts, or community colleges to provide independent vocational programs or courses approved or coordinated by the BOARD; however, such secondary programs shall not be eligible for Illinois State Board of Education financial support or reimbursement. Post secondary programs and courses shall require Illinois Community College Board approval (See Article III, Section 1.1 and 1.3).

### 1.7 Private and Parochial School Students

In PHASE II, to be eligible for participation in a Program, a private or parochial school student must first document legal residence within one of the member districts. To be enrolled, an eligible private or parochial school student must register for the program as a part-time student from the public school district within which he/she resides. The public school district then becomes responsible for tuition and other approved costs.

## SECTION 2 PROGRAM MANAGEMENT

### 2.1 Responsibilities

In PHASE I, the Planning Grant Director shall be responsible to the BOARD for the planning, development, and implementation of the regional vocational delivery system. These responsibilities shall include, but shall not be limited to, the following:

2.1.1 The Planning Grant Director shall manage the 1986-87 and 1987-88 Planning Grants funded by the Illinois State Board of Education/Department of Adult, Vocational and Technical Education.

2.1.2 The Planning Grant Director shall carry out directives of the BOARD and duties as outlined in the Director's job description. (Please Appendix D).

**ARTICLE IV - Housing****SECTION I PROGRAM SITES****1.1 Selection of Program Sites**

In PHASE I, the BOARD shall approve sites for the programs, keeping maximum accessibility and efficiency as major determinants in the selection process. There shall be SHARE COURSES and /or LOCAL COURSES, Article II, Section 1.2, at program sites.

**1.2 Official Office**

The official office of PHASE I SYSTEM and Planning Grant Director shall be recognized as that of the administrative agent as specified in Article II, Section 2.1.

**ARTICLE V - Finance****Section I BUDGET**

Under this agreement, finances shall be directed to the planning and development of the PHASE I SYSTEM.

**1.1 Administrative Cost**

In PHASE I, administrative costs shall include, but not be limited to, SYSTEM staff (Article III, Section 2.1.1a) salaries and benefits supplies, transportation, support services, services of the Administrative Agent and other costs directly associated with the operation of the PHASE I SYSTEM.

1.1.1 In PHASE I, administrative costs shall be funded by Illinois State Board of Education/Department of Adult, Vocational and Technical Education (ISBE/DAVTE).

**1.2 Operating Costs**

Operating costs shall include, but not be limited to, building operating and maintenance, building repairs, maintenance staff, supplies, utilities, and other costs directly associated with the operation of programs and services.

1.2.1 In PHASE I, operating costs shall not be charged to members.

### 1.3 Capital Cost

Capital costs shall include, but not be limited to, equipment and tools.

1.3.1 In PHASE I, capital costs shall not be charged to members.

### 1.4 Income

Reimbursement received by the PHASE I SYSTEM shall be distributed according to this transitional planning and development agreement and BOARD policies and procedures.

1.4.1 In PHASE I, all State Board of Education reimbursement designated specifically for administrative costs shall be utilized in accordance to Article V, Section 1.1.

## SECTION 2 FINANCING THE TRANSITIONAL PLANNING AND DEVELOPMENT AGREEMENT

In PHASE I, administrative costs shall be funded by the Illinois State Board of Education/department of Adult, Vocational and Technical Education (Article V, Section 1.1.1).

In PHASE I, no financial obligations shall be assumed by members.

### 2.1 Procedures for Payment

Members shall not make payments to the PHASE I SYSTEM.

### 2.2 Procedures for short falls/deficits.

In PHASE I, The BOARD shall develop and approve policies and procedures for shortfalls/deficits.

## SECTION 3 NON-MEMBER CHARGES

In PHASE II, charges made to nonmember school districts, individuals, and other governmental bodies for educational and training services shall be established by the BOARD. Charges to non-members for separate programs designed to meet a need of the non-member shall be determined on a case by case basis by the BOARD. In no case shall charges to non-members be less than charges to members.

**ARTICLE VI - TRANSPORTATION****SECTION 1 RESPONSIBILITY**

1.1 IN PHASE II, transportation of individual students shall be the responsibility of each member district and not the responsibility of the PHASE II SYSTEM.

1.2 In PHASE II, member districts shall be responsible for submission of claims for transportation reimbursement.

**SECTION 2 COORDINATION**

In PHASE II, where desirable, member districts may wish to enter into separate agreements to facilitate the economical and efficient transportation of students. However, the administration of those transportation arrangements shall be separate from the administration of the PHASE II SYSTEM.

**ARTICLE VII - TERMINATION of the  
Intergovernmental Agreement, Withdrawal  
from the PHASE I SYSTEM, and REMOVE  
from the PHASE I SYSTEM**

**SECTION 1 TERMINATION**

This PHASE I SYSTEM and transitional planning and development agreement shall terminate on June 30, 1988 .

**1.1 Notification**

This transitional planning and development agreement for the PHASE I SYSTEM shall serve as notification to the Illinois State Board of Education and members that this document shall be terminated June 30, 1988.

**1.2 Assets**

No assets shall be acquired by or through the PHASE I SYSTEM under this transitional planning and development agreement.

## SECTION 2 WITHDRAWAL

A member may withdraw from participation in the PHASE I SYSTEM by giving written notice to the BOARD at least 12 months preceeding the beginning of the school year (July 1) in which they plan to withdraw.

### 2.1 Notification

The member shall also give written notice of its intention to withdraw from the PHASE I SYSTEM to the Illinois State Board of Education and member Boards of Education

### 2.2 Obligations and Responsibilities

A member giving written notice of its withdrawal from the PHASE I SYSTEM to the BOARD shall honor all commitments to PHASE I SYSTEM until its official withdrawal date.

### 2.3 Assets

No assets shall be acquired by or through the PHASE I SYSTEM under this transitional planning and development agreement.

## SECTION 3 REMOVAL

A member failing to abide by the provisions of this ageement and/or the Policies and Procedures Manual of the PHASE I SYSTEM shall be subject to action by the remaining members of the PHASE I SYSTEM. A member may be removed by three-quarters (3/4) vote of the BOARD. Such action shall begin at least 12 months prior to the proposed July 1 removal date.

### 3.1 Notification

The President of the BOARD shall inform a member's Board of Education, the Illinois State Board of Education, and other members of the PHASE I SYSTEM of BOARD proceedings and approved procedures concerning removal of a member from the SYSTEM.

### 3.2 Obligations and Responsibilities

A member removed from the PHASE I SYSTEM shall honor all commitments to the PHASE I SYSTEM through the full school year in which the member was removed.

**3.3 Assets**

No assets shall be acquired by or through the PHASE I SYSTEM under this transitional planning and development agreement.

**ARTICLE VIII - Amendments****SECTION 1 AMENDMENTS**

In PHASE I, amendments to this agreement may be made by a three-quarters (3/4) vote of member BOARD of Education and ratification by a three-quarters (3/4) vote of the member Boards of Education.

**1.1 Procedures**

1.1.1 An amendment to this transitional planning and development agreement shall first be approved by a three-quarter (3/4) vote of the BOARD.

1.1.2 The BOARD shall put the proposed amendment before each member Board of Education for approval. The proposed amendment shall include a resolution page.

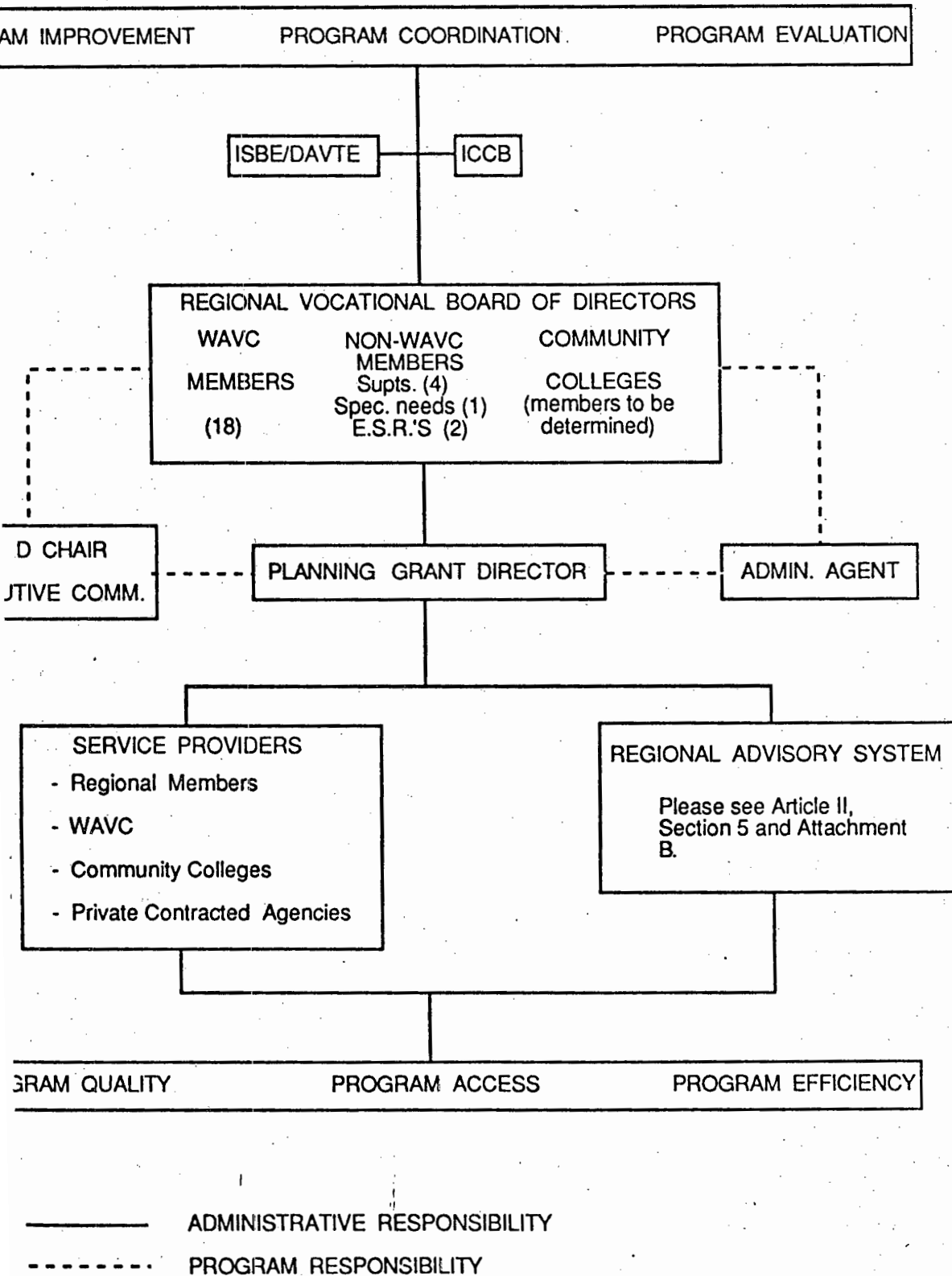
1.1.3 Each member Board of Education shall act on the proposed amendment within 60 days of receipt from the BOARD. Failure of a member Board of Education to act within 60 days shall be recorded as a vote for the proposed amendment.

1.1.4 In PHASE I, ratification of the amendment shall occur when three-quarters of the member Boards of Education approve the proposed amendment.

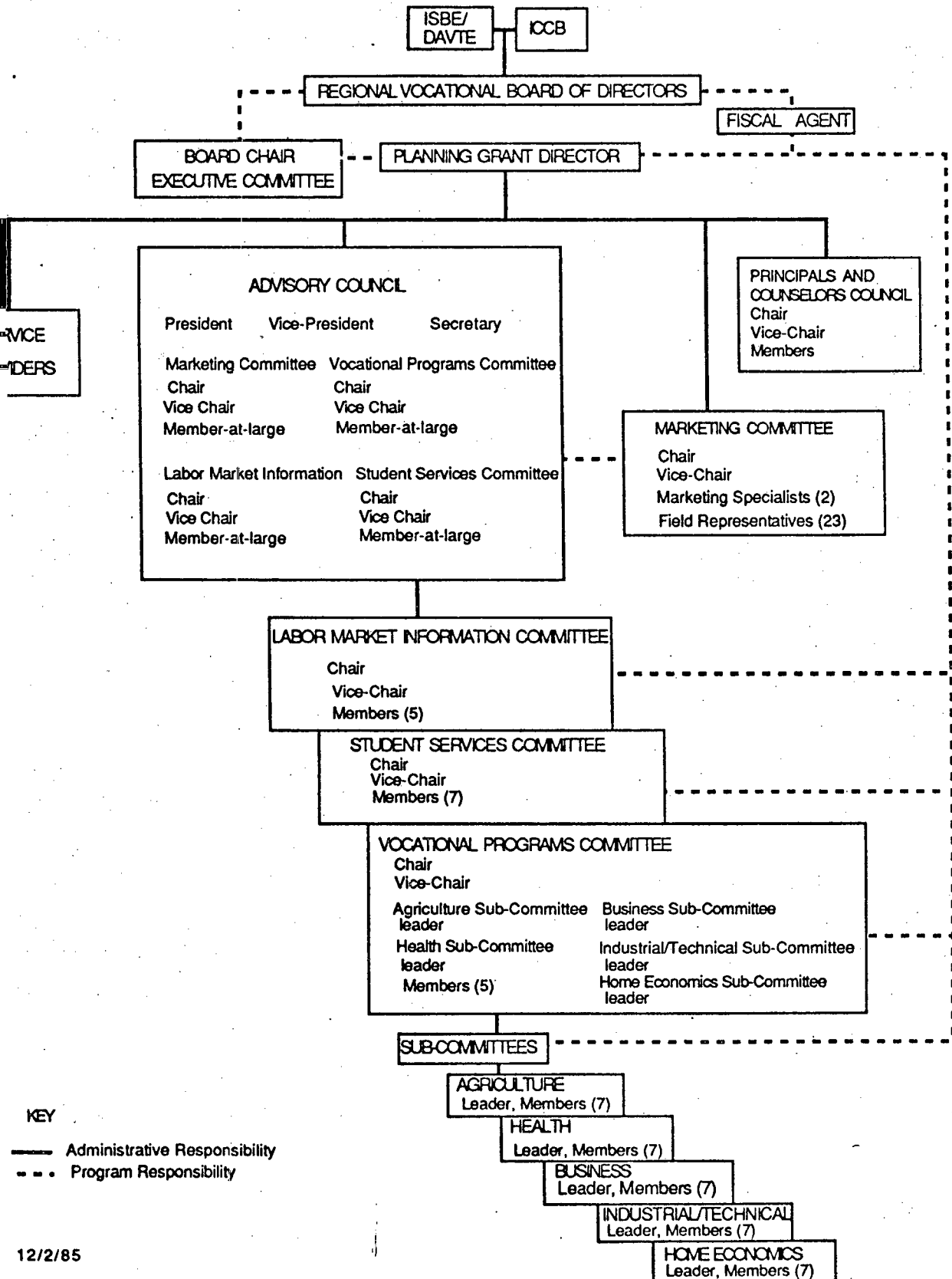
**ARTICLE IX - Ratification****SECTION 1 RATIFICATION**

In PHASE I, Ratification of this agreement shall take place by the vote of individual member Boards of Education. Membership in this agreement shall consist of those member Boards of Education who ratify this agreement.

NORTHWESTERN ILLINOIS VOCATIONAL EDUCATION SYSTEM  
 ORGANIZATIONAL CHART  
 July 1, 1986 - June 30, 1988



NORTHWESTERN ILLINOIS VOCATIONAL EDUCATION SYSTEM  
 REGIONAL ADVISORY SYSTEM  
 July 1, 1986 - June 30, 1988



## The Advisory Council

\*Responsibilities

This council will provide advice and direction for the development of the regional vocational delivery system. With information from the committees, Advisory Council will recommend a prioritized occupational "demand list", training program needs and staff development needs. Regular progress reports from each committee will be made to the Advisory Council.

\*Members

The Director and President will select a Vice-President and Secretary.

The Advisory Council will be comprised of a President, Vice-President, Secretary, and the Chair, Vice-Chair, and a Member-at-large from each of the following committees: Marketing, Labor Market Information, Vocational Programs and Student Services.

## President

## Vice-President

## Secretary

Marketing CommitteeVocational Programs Committee

Chair

Chair

Vice-Chair

Vice-Chair

Member-at-large

Member-at-large

Labor Market InformationStudent Services Committee

Chair

Chair

Vice-Chair

Vice-Chair

Member-at-large

Member-at-large

\*Communication

The Advisory Council will receive recommendations from the Marketing, the Labor Market Information, Vocational Programs and Student Services Committees and communicate with the Director. The Advisory Council may communicate, directly or through the Director, with the Executive Committee and the Planning Council.

\*Meetings

Meets two to three times a year or as needed

The Principals' and Counselors' Council

\*Responsibilities

The Principals' and Counselors' Council provides technical advice to the program and makes recommendations to the Director.

\*Members

The Council will consist of a principal and/or a counselor from each school. A Chair and Vice-Chair will be elected.

Chair  
Vice-Chair  
Members

\*Communication

The Council will make recommendations to the Director and may communicate, directly or through the Director, with the Advisory Council and other committees.

\*Meetings

Meets two to three times per year or as needed.

Revised 12/2/85

## The Marketing Committee

### \*Responsibilities

This committee will identify publics, select and prioritize target populations, determine the target populations' characteristics and perceptions, develop marketing to objectives and strategies and implement marketing plans. Each field representative will arrange three local marketing activities in his/her area. These marketing activities include, but are not limited to:

- Presentations
- Personal Contacts
- Letters
- Telephone Calls

### \*Members

The Director and Chair will select a Vice-Chair, two marketing specialists and twenty-three field representatives. One Field representative from each participating school district will be on the committee.

The committee will be comprised of twenty-seven members:

- Chair,
- Vice-Chair
- Marketing Specialists (2)
- Field Representatives (23)

### \*Other Duties

The Chair, the Vice-Chair, and a Member-at-large from the committee will sit on the Advisory Council.

### \*Communication

The Chair and Committee members will communicate with the Director. He will hold an orientation meeting for all members and will also work individually with each field representative. The Chair will also communicate with the Chair of the Advisory Council.

### \*Meetings

Meets two to three times a year or as needed

## The Labor Market Information Committee

### \*Responsibilities

This committee will review, analyze and validate labor market information for the region, state and nation and prepare a prioritized list of occupations with greatest employment potential. This Committee will assist in the identification of training program and staff development needs.

### \*Members

The Director and Chair will select a Vice-Chair and five other members for the committee. The committee will consist of seven members.

Chair

Vice-Chair

Members (5)

### \*Other Duties

The Chair, Vice-Chair, and a Member-at-large will sit on the Advisory Council.

### \*Communication

This Committee will communicate with the Advisory Council and other committees as well as the Director.

### \*Meetings

Meets two to three times a year or as needed.

The Student Services Committee

\*Responsibilities

This Committee will inventory current student services and staffing patterns and will validate student interests and demographic information. This Committee will assist in the identification of training program and staff development needs.

\*Members

Chair  
Vice-Chair  
Members (7)

\*Other Duties

The Chair, Vice-Chair, and a Member-at-large will sit on the Advisory Council.

\*Communication

This Committee will communicate with the Advisory Council and other committees as well as the Director.

\*Meetings

Meets three to four times a year or as needed.

## The Vocational Programs Committee

### \*Responsibilities

This Committee will inventory current vocational programs and staff assignments and assess present facilities and equipment. This Committee will assist in the identification of training program and staff development needs.

### \*Members

The Director and Chair will select a Vice-Chair for the committee, five sub-committee Leaders, and five other members. (See the following section for details about the sub-committees).

The committee will consist of twelve members:

Chair  
Vice-Chair

Agriculture Sub-Committee  
Leader

Business Sub-Committee  
Leader

Health Sub-Committee  
Leader

Industrial/Technical Sub-Committee  
Leader

Members (5)

Home Economics  
Sub-Committee Leader

### \*Other Duties

The Chair, Vice-Chair, and a Member-at-large will sit on the Advisory Council.

### \*Communication

This Committee will communicate with the Advisory Council and other committees as well as the Director.

### \*Meetings

Meets three to four times a year or as needed.

\*Introduction

There will be five vocational subcommittees:

Agriculture  
Health  
Business  
Industrial/Technical  
Home Economics

These subcommittees represent the five main areas of Vocational education

\*Responsibilities

The subcommittees will assist the Vocational Programs Committee in gathering information, inventoring current vocational programs and staffing, and assessing present facilities. Also, the subcommittees will assist in the identification of training programs and staff development needs.

\*Members

The Chair and Vice-Chair of the Vocational Programs Committee and the Director will select a Leader for each subcommittee. The Chair, Vice-Chair and Leader of each subcommittee will select six members for that subcommittee. The Director will assist in this process as needed.

Each subcommittee consists of seven members.

Leader  
Members (7)

\*Other Duties

Each subcommittee Leader will sit on the Vocational Programs Committee.

\*Communication

Subcommittees will communicate with the Vocational Programs Committee and other subcommittees as well as the Director.

\*Meetings

Meets three to four times a year or as needed.

## APPENDIX D

### NORTHWESTERN ILLINOIS VOCATIONAL EDUCATION SYSTEM

#### PLANNING GRANT DIRECTOR

##### JOB DESCRIPTION

1. Plan, develop and evaluate the proposed goals for the Northwestern Illinois Regional Vocational Delivery System.
2. Provide leadership in the area of responsibility.
3. Conduct studies, surveys and write proposals for the regional delivery system.
4. Perform other duties as assigned by the Regional Board of Directors of the Northwestern Illinois Regional Vocational Delivery System.

##### COMPETENCIES

- A. Ability to prepare reports, survey fundings and other requirements as needed to keep the Regional Planning Committee fully informed.
- B. The skill to successfully promote and publicize the Regional Delivery System.
- C. Organizing and directing regional studies/surveys to determine the employment needs of the area.
- D. Knowledgeable of vocational education, capable of generating support from various sectors of the region and securing support from various government agencies.

NORTHWESTERN ILLINOIS VOCATIONAL  
EDUCATION SYSTEM

PHASE I INTERGOVERNMENTAL TRANSITIONAL PLANNING  
AND DEVELOPMENT AGREEMENT RESOLUTION

Whereas, present statutes allow school districts to jointly offer programs for better educational advantages; and,

Whereas, the constitution of Illinois authorize Intergovernmental agreements between several school districts, through their school boards, to establish such programs:

Now, therefore, let it be resolved that \_\_\_\_\_,  
Name of School District  
No. \_\_\_\_\_, \_\_\_\_\_, Counties of \_\_\_\_\_,  
Town

\_\_\_\_\_,  
Illinois is authorized to enter into Intergovernmental Vocational Agreement with other qualified and participating School Districts, and,

Be it further resolved that the President and Secretary of this BOARD are hereby authorized to direct and execute said working agreement, copy of which is attached hereto, and made part thereof;

Be it further resolved that the President and Secretary of this BOARD are hereby authorized to direct and execute the letter of understanding, as presented, a copy of which is attached hereto; and,

Be it further resolved that the Chief Administrator is hereby designated as the voting representative for this School District.

NORTHWESTERN ILLINOIS VOCATIONAL  
EDUCATION SYSTEM

INTERGOVERNMENTAL TRANSITIONAL PLANNING AND  
DEVELOPMENT AGREEMENT RESOLUTION

CERTIFICATION

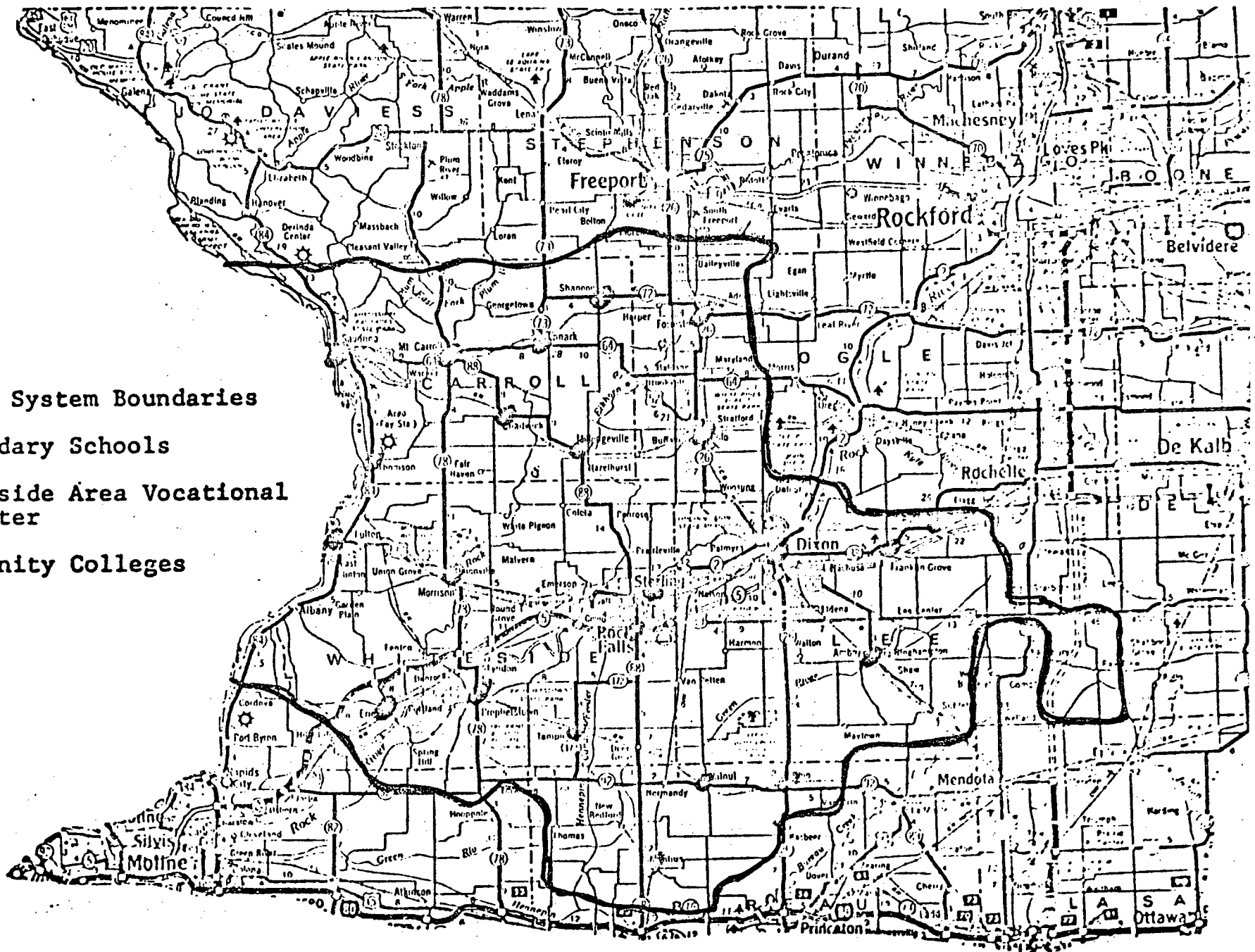
I, \_\_\_\_\_, Secretary of the Board of Education of  
\_\_\_\_\_, No. \_\_\_\_\_, Counties of \_\_\_\_\_

Illinois, do hereby certify that the above and foregoing is a true and  
correct copy of a certain resolution which was duly passed by said BOARD  
at its regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 1986.

ATTEST

_____ President of Board	_____ Secretary of Board
_____ District Number	_____ District Number
_____ Counties	_____ Counties
_____ City	_____ City
_____ State	_____ State

# NORTHWESTERN ILLINOIS REGIONAL VOCATIONAL DELIVERY SYSTEM



For Board Meeting  
of May 28, 1986

Agenda Item G-2

REQUEST FOR AUTHORIZATION TO STUDY NEW  
PROGRAM: AAS DEGREE PROGRAM IN BIOMEDICAL  
EQUIPMENT TECHNOLOGY

Attached is a completed Form 19 for SVC Board approval and submission to ICCB. This form must be filed with ICCB and approval obtained in order to proceed with the formal development of this program.

Sauk Valley College is in a good position to develop and offer this degree program due to our strong programs in electronics, medical laboratory technology, radiologic technology, nursing, and natural sciences. Through our network of cooperative agreements we are the regional provider of Rad Tech and Med Tech programs in Northwestern Illinois and, thus, have a natural advantage in this area of expertise. Also, our strong electronics program would be the foundation of the proposed new degree program.

A Task Force has been established to conduct a feasibility study of developing an AAS degree program in Biomedical Technology. A copy of the minutes of a recent meeting of this group is enclosed for your information. An outline of the courses for the proposed degree program is provided in these minutes.

RECOMMENDATION: It is recommended that authorization be granted to proceed with a proposal for an AAS Degree Program in Biomedical equipment Technology

# SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE May 14, 1986

## MEMORANDUM

TO: Biomedical Equipment Technology Task Force

FROM: Don Foster *DF*

RE: Report on Meeting of 5-7-86

### Members Present

Dave Youker, Mary Weller, Harold Nelson, Carol Hain,  
Dick Holtam, Zollie Hall and Don Foster

### Items Discussed

1. The feasibility of developing an AAS degree program in Biomedical Equipment Technology was discussed at length. A prototype of this program from DAVTE was reviewed and the employment prospects for graduates discussed.
2. The certification requirements for Biomedical Equipment Technicians were reviewed. It was noted that an AAS graduate with two years experience as a BMET is eligible to take the certification exam in this area.
3. A review was conducted of the suggested curriculum for the AAS degree in Biomedical Equipment Technology with application to the various allied health and electronics curriculum at SVC. An outline of the suggested curriculum with cross reference to SVC is presented as follows:

#### DAVTE Suggested Program

Intro to Biomedical Equipment Technology	3
Hospital Safety, Ethics and Law	2
Biomedical Instruction	4
Advanced Biomedical Instruction	4
Biomedical System	4

#### SVC Course Equivalent

CHE 104
New course (to be developed by nursing)
New course (to be developed by H. Nelson)
New course (to be developed by H. Nelson)
New course (to be developed by H. Nelson and J. Cogdall)

<u>DAVTE Suggested Program</u>		<u>SVC Course Equivalent</u>
Practicum	4	Elective
Technical Math I	3	MAT 106
Technical Math II	3	Elective or second math course
Applied Science (Physics and Chemistry)	4-6	MET 201
Anatomy and Physiology	3	CHE 103
Shop Techniques	2	HEA 101 and 102
DC and AC Circuits	4	New course to be developed by Ind Tech Division
Electronics I	4	EET 105, 106
Electronics II	4	SVC electronics course
Electronics III	4	" " "
Digital Electronics	4	" " "
General Education Courses		EET 110
Communications		
Human Relations		
Social Science	<u>9-12</u>	
Total 65-70		

In reviewing the above course sequence and the SVC equivalents it was concluded that the college could develop this program with a minimum of new resources. By relying on our existing strong curriculum in Allied Health, Natural Sciences, and Electronics we can easily develop this program. It was also agreed that this would be a natural extension of our existing programs.

4. Specific tasks were then assigned as follows:

Conduct a survey of hospitals and clinics in the region for employment prospects for biomedical equipment technicians (Foster). (Holtam to contact CHIPNI for list)

File a Form 19 with ICCB (Foster)

Check on other Illinois Community Colleges that offer a Biomedical Technology Program

Explore development of biomedical technology courses for proposed curriculum (Nelson, Shippert)

Explore development of Hospital Safety, Ethics and Law course (Hain)

Explore adaptation of SVC electronics courses to proposed curriculum (Cogdall and Hall)

5. The ICCB Program Master List contains a Biomedical Instrumentation listing - 12 150401 02

Study of maintenance and repair of electronics equipment and instrumentation in the health care field.

It would appear that we could readily obtain approval for this program since it is already in existence in the state.

6. Finally, all agreed that there should be a strong need for graduates of a Biomedical Equipment Technology Program given the proliferation of sophisticated diagnostic and treatment equipment installed in hospitals and clinics in recent years. Many of the graduates could be expected to be employed by medical equipment manufacturers and service firms since most of this type of maintenance is performed under service contracts.
7. Another meeting will be scheduled early next fall to report on the progress made, on the employment need survey, and the response from ICCB on the Form 19.

DF/js

cc John Sagmoe  
Dr. Garner  
Al Hardersen

Institution/College: Sauk Valley CollegeIndividual to be Contacted: Dr. Donald J. FosterProposed title of the new unit of instruction:  
Biomedical Equipment TechnologyDegree type: AAS Credit Hours: 64 s.h.  
(Sem./Quart.)

R

Certificate: 1 Credit Hours:         
(Sem./Quart.)Classification: College X Regional X Statewide       Projected student enrollment in this program:       1st Year: Part-time 20 Full-time 10 2nd Year: Part-time 20 Full-time 10Employment demand for curriculum completers (Source of Information: Current and Future Employment Opportunities in New and Emerging Occupations Within Illinois, Illinois Office of Education, Department of

ES Job Title	Annual Openings In District	Job Title	Annual Openings In District	Adult, Vocational, Technical Education
		Biomedical Equipment Technician	20	
		Medical Equipment Repair	20	
		Electronic Medical Technician	20	

		Biomedical Equipment Technician	20
		Medical Equipment Repair	20
		Electronic Medical Technician	20

Please indicate how, if at all, this curriculum relates to previously approved units of instruction at the college. Sauk Valley college currently has strong programs in the related areas of Medical Laboratory Technician, Radiologic Technology and Electronics Technology. We are the Regional Provider for MLT and Rad Tech.

Will new facilities be necessary?        Yes X No Estimated Cost: \$       Will new faculty be appointed?        Yes X No Estimated FTE:       Average estimated cost per credit hour for courses in the curriculum: \$ 109.78Proposed date of implementation of the curriculum: January 1, 1987PLEASE COMPLETE THE INFORMATION ON THE BACK OF THIS SHEET

## FOR ICCB USE ONLY

Date Submitted:	<u>      </u>	(4)
Date Circulated:	<u>      </u>	(4)
Date Form 20 Invited/Discouraged	<u>      </u>	(4)

The proposed program in Biomedical Equipment Technology would be designed to train technicians to repair and maintain medical diagnostic and treatment equipment installed in hospitals and clinics throughout the college district and the Northern Illinois region. Technicians trained in this field are employed by large hospitals and by medical equipment manufacturers or service firms. Sauk Valley College is well equipped to develop this program because of its strong programs in electronics, medical laboratory technology and radiologic technology. Thus, existing full-time faculty and facilities could meet the needs of this proposed new program.

The College Board of Trustees has authorized the college staff to proceed with planning for the curriculum and has authorized the submission of this form to determine whether the proposed new unit appears desirable from a state staff point of view.

Date \_\_\_\_\_ Signed \_\_\_\_\_  
Chief Administrative Officer of District

\* \* \* \* \*

Based upon the information contained hereon and comments from reviewers, the College is \_\_\_\_\_ to develop  
(invited or discouraged)  
this proposed new unit and to submit an Application for Approval of a New Unit of Instruction (ICCB Form 20) no later than  
\_\_\_\_\_ for consideration at the ICCB \_\_\_\_\_ meeting.

Comments: \_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_ Signed \_\_\_\_\_  
Illinois Community College Board Representative

School/College: Sauk Valley CollegeIndividual to be Contacted: Dr. Donald J. FosterProposed title of the new unit of instruction: Biomedical Equipment TechnologyDegree type: AAS Credit Hours: 64 s.h.  
(Sem./Quart.)Certificate: NA Credit Hours: NA  
(Sem./Quart.)Classification: College X Regional X Statewide     

Projected student enrollment in this program:

1st Year: Part-time 20 Full-time 10 2nd Year: Part-time 20 Full-time 10Employment demand for curriculum completers (Source of Information: Current and Future Employment Opportunities in New and Emerging Occupations Within Illinois, Illinois Office of Education, Department of

S Job Title	Annual Openings In District	Job Title	Annual Openings In District	Adult, Vocational, Technical Education
		Biomedical Equipment Technician	20	
		Medical Equipment Repair	20	
		Electronic Medical Technician	20	

Please indicate how, if at all, this curriculum relates to previously approved units of instruction at the college. Sauk Valley College currently has strong programs in the related areas of Medical Laboratory Technician, Radiologic Technology and Electronics Technology. We are the Regional Provider for MLT and Rad Tech.

If new facilities be necessary?      Yes X No Estimated Cost: \$     If new faculty be appointed?      Yes X No Estimated FTE:     Average estimated cost per credit hour for courses in the curriculum: \$ 109.78Proposed date of implementation of the curriculum: January 1, 1987COMPLETE THE INFORMATION ON THE BACK OF THIS SHEET

## FOR ICCB USE ONLY

Date Submitted:      -      (4)Date Circulated:      -      (4)Date Form 20 Invited/Discouraged      -      (4)

The proposed program in Biomedical Equipment Technology would be designed to train technicians to repair and maintain medical diagnostic and treatment equipment installed in hospitals and clinics throughout the college district and the Northern Illinois region. Technicians trained in this field are employed by large hospitals and by medical equipment manufacturers or service firms. Sauk Valley College is well equipped to develop this program because of its strong programs in electronics, medical laboratory technology and radiologic technology. Thus, existing full-time faculty and facilities could meet the needs of this proposed new program.

The College Board of Trustees has authorized the college staff to proceed with planning for the curriculum and has authorized the submission of this form to determine whether the proposed new unit appears desirable from a state staff point of view.

Date \_\_\_\_\_

Signed \_\_\_\_\_

Chief Administrative Officer of District

\* \* \* \* \*

Based upon the information contained hereon and comments from reviewers, the College is \_\_\_\_\_ to develop  
(invited or discouraged)

its proposed new unit and to submit an Application for Approval of a New Unit of Instruction (ICCD Form 20) no later than  
\_\_\_\_\_ for consideration at the ICCB \_\_\_\_\_ meeting.

Comments: \_\_\_\_\_

Date \_\_\_\_\_

Signed \_\_\_\_\_

Illinois Community College Board Representative

For Board Meeting  
of May 28, 1986

Agenda Item G-3

ACCEPTANCE OF DONATIONS

The following donations have been offered for use in our Automotive Technology program at the Dixon Correctional Center.

These donations conform to the Illinois Department of Corrections School District #428 procedural requirements.

1. Oldsmobile 350 CID Diesel Engine  
from Dr. P. A. Sabella of  
Murphysboro, IL 62966
2. Oldsmobile 260 CID Diesel Engine  
donated by Bill Bencini of  
Dixon, IL 61021
3. 1972 Dodge Dart VIN#LH23C2629227  
donated by Chuck Bauman of  
Dixon Motors, Dixon, IL 61021

RECOMMENDATION: It is recommended that the Board accept these donations and appropriate appreciation be expressed to the donors.

For Board Meeting of  
May 28, 1986

Agenda Item G-4

NEW POLICY (SECOND READING)

The Board received at the last Board meeting a proposed new policy for computer software.

Attorney Pace has made editorial changes which have been incorporated in the draft for this reading.

If there are no reservations, the Board should consider this policy for final action.

RECOMMENDATION: It is recommended that the Board approve the attached policy as presented.

517.01 Computer Software Program Policy

1. No one may make or use unauthorized copies of computer software at the college.
2. The original license agreement for proprietary computer software used at the college shall be on file in the Data Center.
3. Prior to installation or use of any software in the computer lab facility, proof of a license agreement covering usage, number of units and installation type will be required for proprietary software purchase by the members of the faculty and purchased by the college.
4. The college will not knowingly allow anyone to duplicate or replicate copyrighted software in any manner, unless the written permission of the copyright holder is first obtained and filed in the Data Center.

May 28, 1986

Capital Development Board  
State of Illinois

3rd Floor/William G. Stratton Building  
401 South Spring Street  
Springfield, Illinois 62706

Gary J. Skoien  
Executive Director

217/782-2864

April 29, 1986

Dr. W. Harold Garner, President  
Sauk Valley College  
R.R. #1  
Dixon, IL 61021

RECEIVED  
MAY 2 1986  
OFFICE OF THE PRESIDENT

Re: Cost Update  
Sauk Valley College  
CDB Project #810-084-002

Dear Dr. Garner:

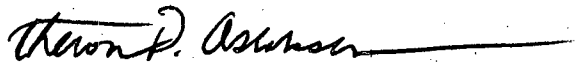
I am writing in response to your request for an updated cost estimate for the corrective action at Sauk Valley. I am enclosing the February 1985 cost estimates, which included a 25 percent contingency. My staff has concluded that the costs on the items included in the report are still valid.

The college roof, constructed in 1969, is now 17 years old and may have roof problems associated with age. The Capital Development Board Technical Services Section will be contacting you in the near future regarding a roof survey.

If you should have any further questions concerning this matter, please contact Kathleen Kimmel at 217/785-3345.

Sincerely,

CAPITAL DEVELOPMENT BOARD



Theron D. Aslaksen  
Manager/Programming

TDA:KK:ky

cc: Fred Garrott  
Mike Keith

Enclosure

**TASK FORCE REPORT  
February 15, 1985  
Sauk Valley College  
Dixon, Illinois  
CDB No. 810-084-002**

**RECEIVED**  
MAY 2 1986  
OFFICE OF THE PRESIDENT

**Introduction**

The Sauk Valley College has experienced numerous problems involving deficient concrete and defects in other building components that allow water penetration to the interior. Previous independent investigations have accessed the causes for these deficiencies with resulting concurrence by CDB, so they will not be addressed further herein. The purpose of this report is to prepare cost estimates for remedial work of the distressed conditions.

**Discussion**

Several cast-in-place concrete spandrel beams, columns, sun-screens and walls are showing distress in the form of cracking and spalling which allows moisture penetration into the building. These cracks can be repaired by epoxy injection (structural) or by cutting out the cracks and sealing with caulking (non-structural). Although the structural integrity of these members appear intact there remains reduced section and strength properties in them; therefore, I recommend the epoxy injection. This treatment will not disguise the cracks, in fact they will probably be even more evident due to color differences. To conceal this condition it would be necessary to apply an architectural plaster-treatment over all exposed concrete surfaces. This would be an aesthetic quality only and would not contribute to correction of the problem.

Additional problems noted include sealant failure at curtain wall perimeters, spalling of concrete veneer patches, settlement of exterior concrete walks and stairs, deterioration of brick masonry planter walls, cracks in basement walls, distressed brick work and deterioration of the pump house walls and ceiling slabs.

These conditions have also been previously addressed as construction defects and are contributing to the water leakage so they should have remedial work done also.

**Improvements**

A summary of the remedial work for the deteriorated conditions follow:

**1. Exterior concrete crack repair:**

- Cut and rout control joints in spandrel beams, sunshades, walls and girders and install joint sealant material.

Task Force Report  
Re: Sauk Valley College  
2/15/85  
Page 2

- . Epoxy injection of all cracks in exterior beams and girders.
- . Repair surface spalling.
- 2. Remove and replace damaged sidewalks and stair at south of building. 15,000 S.F.
- 3. Patch and repair brick planter walls. 2,500 L.F.
- 4. Seal cracks in basement walls at main corridor area and at northeast stairwell of gym. 400 L.F.
- 5. Rake out and repatch concrete veneer patches.
- 6. Point and repair distressed brick work at pump house walls and at Northeast corner of building.
- 7. Remove and replace sealant around glass curtain wall. 10,000 LF.
- 8. Remove and replace exterior slabs at the pump house and kitchen area. 10,000 S.F.

The above listed work is recommended for both options with the differences only dealing with aesthetics. Option #1 provides for application of a silicone waterproofing to exterior concrete surface (non-aesthetic) and Option #2 provides for application of an architectural plaster treatment to these same surfaces (aesthetic).

Exclusions in the construction costs include problems associated with the roof, i.e. flashings and expansion joints. At the time of our survey, snow cover restricted a visual inspection, however, I recommend that a roofing specialist conduct such a survey after weather will permit. Another condition excluded is the gymnasium column work as the College had this work completed in 1982.

<u>Option #1:</u> Non-aesthetic structural repair.	<u>\$ 2,377,190</u>
<u>Option #2:</u> Aesthetic structural repair.	<u>\$ 3,290,690</u>

BOARD REPORT  
COMPUTER BUDGET  
5-28-86

<u>Data Processing Center</u>	1985-86 Budget	1986-87 Budget	Dif
A. Contractual	134,832	143,700	8,868
B. Contractual Services Education	0	13,000	13,000
C. General Materials & Supplies - Admin.	11,600	16,600	5,000
D. General Materials & Supplies - Educ.	0	16,000	16,000
E. Conference & Meeting Expense	7,000	7,500	500
F. Rental & Computer Equipment	0	0	0

- A. The reason for the increase is due to 2 factors:
1. Increased costs for maintenance of both Hardware and Software on the IBM & NCR systems.. ( main frame )
  2. The college is centralizing the maintenance for the micro computers which are used for administrative purposes. We will be functioning under a self insured plan. There are 8 units covered.
- B. The college decided to centralize the hardware maintenance of the micro computer for the Educational Instructional units. We will be a self insured environment. In the past all Educational and Instructional units paid their own maintenance on Micro Computers. The coverage will be on 66 units.
- C. The increase is due to the purchase of computer software for the micro computers that are being used for administrative purposes.
- D. The increase is due to the purchase of computer software for the micro computers being used for Educational purposes.
- E. The increase is due to increased staff in the computer center as it relates to IBM training.

REF:WC052703

# **ATTENTION**

## **SAUK VALLEY COLLEGE STUDENTS**

- **Important new changes in federal financial aid rules can affect you!**
- **Let Sauk Valley College help now.**
- **Here's the story . . .**

. . . A new federal law signed by President Reagan on April 7, 1986 and effective immediately, requires all undergraduate students who intend to apply for a Guaranteed Student Loan for the 1986/87 school year to FIRST apply for Pell Grant.

. . . At Sauk Valley College, students should use the ACT Family Financial Statement (FFS) to apply. Eligibility for the Pell Grant MUST be determined BEFORE an application for a Guaranteed Student Loan can be processed.

. . . The new law DOUBLES the time needed to process a Guaranteed Student Loan. Therefore, students hoping to have a Guaranteed Student Loan available for the beginning of the 1986/87 academic year must complete and file an ACT Family Statement immediately.

. . . Financial statement forms and further instructions on how to apply are available at the Sauk Valley College Financial Aid Office, phone 288-5511, Ext. 392.



BILLS PAYABLEMay 28, 1986EDUCATION FUND

191-000-550	RICHARD GROHARING	Travel	6990	\$ 283.44
182-000-541.01	SVC INSURANCE FUND	To correct deposit	6991	38.53
182-000-541.01	PRUDENT MAN ANALYSIS INC.	Supplies	6992	320.00
110-500-550	ALLERTON HOUSE	Meeting-Horton	6993	108.00
110-500-550	ALLERTON HOUSE	Meeting-Dill	6994	108.00
110-600-534	AMERICAN ASTRONOMICAL SOCIETY	Lecture	6995	175.00
191-000-534	SUNNY TRAVEL	Travel-Phillips	6996	360.00
110-811-550	DIANE FARLEY	Travel advance	6997	200.00
	SVC PAYROLL FUND	4-30-86 Payroll	6998	134,861.51
	SVC BUILDING FUND	Repay loan	6999	20,000.00
191-000-534	A.C.C.T.	Pres. search	7000	3,000.00
192-000-544.02	POSTMASTER	Bulk mailing	7001	300.00
110-814-513.02	ILL. VALLEY COMM. HOSPITAL	HEA 170C	7002	105.00
181-000-550	HAL GARNER	Travel	7003	670.37
176-000-575	CENTRAL TELEPHONE CO.	Service	7004	3,240.20
	SVC PAYROLL FUND	Addtl. 4/30	7005	923.68
191-000-534	TRAVEL CONSULTANTS OF DIXON	Travel-Phillips	7006	286.00
192-000-585	VALCOM	Equipment	7007	2,495.00
181-000-550	HAL GARNER	Travel	7008	139.53
	SVC PAYROLL FUND	5-15-86 Payroll	7009	134,987.48
110-712-550	PROFESSIONAL EDUCATION SYSTEMS INC.	Seminar	7010	225.00
176-000-575	RICHARD GROHARING	Phone calls	7011	95.87
				<u>\$302,922.61</u>

8,000,541.01	A C T	SUPPLIES	7,012	30.00
0,400,541.02	AERO	SUPPLIES	7,013	64.75
0,410,541.02	ABBOTT A V SERVICES	SUPPLIES	7,014	45.00
0,000,544.01	ACTIVISION AIDS INC	SUPPLIES	7,015	422.09
0,712,541.02	ADDISON WESLEY PUBL CO	SUPPLIES	7,016	44.68
0,814,541.01	AMERICAN JOURNAL OF NURSING	SUBSCR	7,017	26.00
0,712,541.02	AMERICAN NURSES ASSN	SUPPLIES	7,018	50.00
0,512,534.00	APPLETREE STEREO SERVICE LAB	SERVICE	7,019	12.00
0,300,541.02	ARATEX SERVICES	SUPPLIES	7,020	6.85
0,818,550.00	ARTHURS GARDEN DELI INC	RETREAT	7,021	44.94
0,813,541.02	ASHTON GAZETTE	ADS	7,022	29.40
8,000,541.01	ASSOCIATED BOOK PUBLISHERS	SUPPLIES	7,023	47.64
8,000,550.00	JO ANN BABEL	TRAVEL	7,024	12.60
0,810,547.00	NORMA BARNES	PUB INFO 204.75		
0,813,550.00	X X	TRAVEL 30.00	7,025	234.75
0,000,545.00	BAKER & TAYLOR	BOOKS	7,026	583.71
0,000,545.00	BAKER & TAYLOR	BOOKS	7,027	856.05
0,512,541.02	BENDER & BLOCK	SUPPLIES	7,028	20.00
0,300,541.02	BENNETT WELDING SUPPLY	SUPPLIES	7,029	21.50

0,600,550.00	BESTWESTERN BRANDYWINE LODGE	CONFERENCE 76.83		
0,818,550.00	X X	27.18		
1,000,550.00	X X	22.00		
1,000,534.00	X X	PRES SEARCH 46.82	7,030	172.83
0,000,545.00	R R BOWKE R	BOOKS	7,031	219.44
8,000,550.00	THOMAS BREED	TRAVEL	7,032	66.00
1,000,534.00	BUN AUSTIN CHEVROLET	SERVICE PLAN.	7,033	350.00
5,000,550.00	WALTER CLEVENGER	TRAVEL	7,034	22.65
0,300,550.00	JEAN COGDALL	TRAVEL 29.00		
0,811,550.00	X X	25.00		
2,000,529.00	X X	REIMB 1/2 HR 37.50	7,035	91.50
0,813,541.02	COPPINS LETTER SHOP	SUPPLIES 30.00		
8,000,541.01	X X	148.00		
8,000,554.00	X X	70.00	7,036	248.00
0,811,541.01	CROWN PRINTING	SUPPLIES	7,037	135.00
0,810,547.00	RICHARD CULLOM	SUPPLIES	7,038	280.50
2,000,541.01	CURTIS 1000	SUPPLIES	7,039	1,255.15
0,300,534.00	EVERETT DIAMOND & SON	SERVICE	7,040	128.53
0,500,550.00	ROSS DILL	TRAVEL	7,041	2.88
0,300,541.02	DIXON GARAGE SUPPLY	SUPPLIES	7,042	17.64
0,000,534.00	DIXON PUBLIC LIBRARY	TELECOMM	7,043	262.43
0,511,541.02	DIXON TELEGRAPH	ADS 5.44		
0,810,547.00	X X	798.80		
2,000,554.00	X X	47.42	7,044	851.66
0,810,547.00	DYNAMIC GRAPHICS	PUB INFO	7,045	60.75
0,711,534.00	EASTER SCOPE & INSTRUMENT CO	SERVICE	7,046	790.75
2,000,550.00	ROBERT EDISON	TRAVEL	7,047	297.88
0,000,545.00	EDUCATIONAL AUDIO VISUAL	BOOKS	7,048	37.06
0,300,541.02	ELECTRONIC INDUSTRIES ASSN	SUPPLIES	7,049	45.00
0,818,550.00	DONALD FOSTER	TRAVEL	7,050	4.40
0,715,541.02	BEN FRANKLIN PRINTING LTD	SUPPLIES	7,051	28.34
1,000,549.00	FRY'S ENGRAVING	SUPPLIES	7,052	20.73
1,000,550.00	HAL GARNER	TRAVEL	7,053	46.22
0,810,547.00	GATEWAY BROADCASTING CORP	PUB INFO	7,054	101.50
0,000,534.00	GAYLORD BROS INC	REPAIRS	7,055	104.57
0,810,550.00	RALPH GELANDER	TRAVEL	7,056	87.40
0,814,541.01	GERIATRIC NURSING	SUPPLIES	7,057	16.00
0,512,534.00	VINCENT E GILBERT	PIANO TUNING	7,058	60.00
0,715,541.02	THE GOLF SHACK	SUPPLIES	7,059	55.00
0,410,541.02	GREATER LOS ANGELES CHAPTER	N.S.C. SUPPLIES	7,060	62.00
0,418,541.02	GREENHAVEN PRESS INC	SUPPLIES	7,061	105.42
0,712,550.00	CAROL HAIN	TRAVEL 109.20		
0,814,550.00	X X	369.23	7,062	478.43
0,300,550.00	ZOLLIE HALL	TRAVEL 29.00		
0,812,550.00	X X	49.50	7,063	78.50
2,000,539.00	RONALD HAPPAH	STAFF DEVEL	7,064	72.60
3,800,550.00	AL HARDERSEN	TRAVEL	7,065	43.70
0,810,547.00	HASKELLS	SUPPLIES 31.87		
0,813,541.02	X X	2.38		
1,000,587.00	X X	197.60		
2,000,541.01	X X	457.20	7,066	689.05

0,300,541.02	HEATH CO	SUPPLIES	7,067	61.43
0,100,541.02	HELDREF PUBLICATIONS	SUPPLIES	7,068	35.00
1,000,541.01	HIGHER EDUC PUBL	SUPPLIES	7,069	31.00
0,810,547.00	THE HIGHSMITH CO INC	SUPPLIES	7,070	736.59
0,813,550.00	RICHARD HOLTAM	TRAVEL	7,071	45.60
0,500,550.00	ANNE HORTON	TRAVEL	7,072	65.00
8,000,550.00	MICHAEL HUSTAD	TRAVEL	7,073	25.00
1,000,534.00	I B M CORP	SERVICE	7,074	196.45
5,000,562.00	I B M CORP	EQUIP RENTAL	7,075	144.00
0,818,541.01	I C C T A	SUPPLIES 8.75		
8,000,541.01	X X	8.75		
1,000,541.01	X X	26.25		
2,000,541.01	X X	8.75		
1,000,549.00	X X	87.50		
6,000,575.00	ILLINOIS BELL TELEPHONE	SERVICE	7,076	140.00
1,000,587.00	INDUSTRIAL WHEEL CO	EQUIPMENT	7,078	210.96
0,712,541.02	JONES & BARTLETT PUBLISHERS	SUPPLIES	7,079	640.04
0,000,541.03	JORM MICROLAB INC	SUPPLIES	7,080	39.87
8,000,549.00	JOSTENS INC	DIPLOMAS	7,081	81.05
1,000,534.00	KATS EYE ALARM SYSTEMS INC	MAINT	7,082	1,343.38
1,000,534.00	KAYMAN ENTERPRISE INC	SERVICES	7,083	148.00
8,000,550.00	JOAN KERBER	TRAVEL	7,084	186.05
0,000,544.01	KLAUS RADIO INC	SUPPLIES	7,085	56.00
2,818,541.01	K MART	COFFEE POT 34.24		904.60
8,000,541.01	X X	X X 34.24	7,086	
1,000,550.00	KROGER CO	BOARD SUPPLIES 18.53		68.48
6,000,550.00	X X	8.39	7,087	26.92
1,000,534.00	LYSTADS	SERVICE	7,088	75.00
0,400,541.02	MCGRAW HILL BOOK CO	SUPPLIES	7,089	248.24
0,000,545.00	MCGRAW HILL BOOK CO	BOOKS	7,090	625.12
0,000,544.01	3M CO	SUPPLIES	7,091	807.54
0,712,541.02	M I S	SUPPLIES	7,092	23.50
8,000,550.00	RONALD MARLIER	TRAVEL	7,093	100.37
0,511,550.00	ROBERT MATTER	TRAVEL	7,094	30.00
1,000,534.00	DAVID MAYES	SEWAGE TESTING	7,095	190.00
0,000,545.00	MEDCOM INC	BOOKS	7,096	395.00
0,712,550.00	JOAN MELVIN	TRAVEL	7,097	9.00
0,300,541.02	MIDWEST EDUSYSTEMS INC	SUPPLIES	7,098	442.30
0,300,541.02	MITCHELL INFORMATION SERVICES	SUPPLIES	7,099	29.00
8,000,550.00	DUANE MONTE	TRAVEL	7,100	152.44
1,000,534.00	MONTGOMERY ELEVATOR CO	SERVICE	7,101	469.96
0,300,541.02	MOUSER ELECTRONICS	SUPPLIES	7,102	9.42
0,100,534.00	MUELLER A V	SERVICE 203.13		
0,000,534.00	X X	75.00		
0,000,544.11	X X	SUPPLIES 58.27	7,103	336.40
5,000,562.00	N C R CORP	EQUIP RENTAL	7,104	587.00
0,800,541.02	NASCO BIOLOGICAL SUPPLY	SUPPLIES	7,105	26.24
5,000,541.01	NATIONAL COMPUTER SYSTEMS	SUPPLIES	7,106	561.90
2,000,541.01	NATIONAL MARKET REPORTS	SUPPLIES	7,107	39.00
1,000,534.00	KEN NELSON BUICK	WARRANTY	7,108	490.00
0,716,541.02	NORTH COURT PHARMACY	SUPPLIES	7,109	25.00

0,300,541.02	HEATH CO	SUPPLIES	7,067	611.43
0,100,541.02	HELDREF PUBLICATIONS	SUPPLIES	7,068	35.00
1,000,541.01	HIGHER EDUC PUBL	SUPPLIES	7,069	31.00
0,810,547.00	THE HIGHSMITH CO INC	SUPPLIES	7,070	736.59
0,813,550.00	RICHARD HOLTAM	TRAVEL	7,071	45.60
0,500,550.00	ANNE HORTON	TRAVEL	7,072	65.00
8,000,550.00	MICHAEL HUSTAD	TRAVEL	7,073	25.00
1,000,534.00	I B M CORP	SERVICE	7,074	196.45
5,000,562.00	I B M CORP	EQUIP RENTAL	7,075	144.00
0,818,541.01	I C C T A	SUPPLIES 8.75		
8,000,541.01	X X	8.75		
1,000,541.01	X X	26.25		
2,000,541.01	X X	8.75		
1,000,549.00	X X	87.50		
6,000,575.00	ILLINOIS BELL TELEPHONE	SERVICE	7,076	140.00
1,000,587.00	INDUSTRIAL WHEEL CO	EQUIPMENT	7,078	640.04
0,712,541.02	JONES & BARTLETT PUBLISHERS	SUPPLIES	7,079	39.87
0,000,541.03	JORM MICROLAB INC	SUPPLIES	7,080	81.05
8,000,549.00	JOSTENS INC	DIPLOMAS	7,081	1,343.38
1,000,534.00	KATS EYE ALARM SYSTEMS INC	MAINT	7,082	148.00
1,000,534.00	KAYMAN ENTERPRISE INC	SERVICES	7,083	186.05
8,000,550.00	JOAN KERBER	TRAVEL	7,084	56.00
0,000,544.01	KLAUS RADIO INC	SUPPLIES	7,085	904.60
2,818,541.01	K MART	COFFEE POT 34.24		
8,000,541.01	X X	X X 34.24	7,086	68.48
1,000,550.00	KROGER CO	BOARD SUPPLIES 18.53		
6,000,550.00	X X	8.39	7,087	26.92
1,000,534.00	LYSTADS	SERVICE	7,088	75.00
0,400,541.02	MCGRAW HILL BOOK CO	SUPPLIES	7,089	248.24
0,000,545.00	MCGRAW HILL BOOK CO	BOOKS	7,090	625.12
0,000,544.01	3M CO	SUPPLIES	7,091	807.54
0,712,541.02	M I S	SUPPLIES	7,092	23.50
8,000,550.00	RONALD MARLIER	TRAVEL	7,093	100.37
0,511,550.00	ROBERT MATTER	TRAVEL	7,094	30.00
1,000,534.00	DAVID MAYES	SEWAGE TESTING	7,095	190.00
0,000,545.00	MEDCOM INC	BOOKS	7,096	395.00
0,712,550.00	JOAN MELVIN	TRAVEL	7,097	9.00
0,300,541.02	MIDWEST EDUSYSTEMS INC	SUPPLIES	7,098	442.30
0,300,541.02	MITCHELL INFORMATION SERVICES	SUPPLIES	7,099	29.00
8,000,550.00	DUANE MONTE	TRAVEL	7,100	152.44
1,000,534.00	MONTGOMERY ELEVATOR CO	SERVICE	7,101	469.96
0,300,541.02	MOUSER ELECTRONICS	SUPPLIES	7,102	9.42
0,100,534.00	MUELLER A V	SERVICE 203.13		
0,000,534.00	X X	75.00		
0,000,544.11	X X	SUPPLIES 58.27	7,103	336.40
5,000,562.00	N C R CORP	EQUIP RENTAL	7,104	587.00
0,800,541.02	NASCO BIOLOGICAL SUPPLY	SUPPLIES	7,105	26.24
5,000,541.01	NATIONAL COMPUTER SYSTEMS	SUPPLIES	7,106	561.90
2,000,541.01	NATIONAL MARKET REPORTS	SUPPLIES	7,107	39.00
1,000,534.00	KEN NELSON BUICK	WARRANTY	7,108	490.00
0,716,541.02	NORTH COURT PHARMACY	SUPPLIES	7,109	25.00

000,571.00	NORTHERN ILL GAS CO	SERVICE	7,110	4,146.09
000,571.00	NORTHERN ILL GAS CO	SERVICE	7,111	86.27
000,534.00	NORTHERN ILL LIBRARY SYS	SERVICE	7,112	521.76
316,541.02	NORTHERN ILL UNIVERSITY	SUPPLIES 13.85		
000,541.02	X X	8.55	7,113	22.40
000,541.01	NORTHLAND PAPER CO	SUPPLIES	7,114	891.80
000,534.00	CHUCK OLSON	REPAIRS	7,115	30.00
715,541.02	PALOS SPORTS INC	SUPPLIES	7,116	78.16
715,541.02	PASSONS SPORTS	SUPPLIES	7,117	337.91
300,550.00	CHARLES PATERSON	TRAVEL	7,118	33.60
716,541.02	PEORIA PRODUCTION SHOP	SUPPLIES	7,119	19.24
000,541.01	PETERSON OFFICE SERVICE	SUPPLIES	7,120	26.48
000,550.00	ALAN PFEIFER	TRAVEL	7,121	33.90
000,534.00	PITNEY BOWES	SERVICE	7,122	105.00
000,541.02	PORTERS CAMERA STORE	SUPPLIES 48.74		
000,544.01	X X	57.71	7,123	106.45
000,541.01	PRYOR	SUPPLIES	7,124	83.20
300,541.02	P & W SUPPLY CO	SUPPLIES	7,125	10.63
418,541.02	THE RAND CORPORATION	SUPPLIES	7,126	29.00
400,541.02	RESEARCH PRESS	SUPPLIES	7,127	55.00
000,534.00	ROCK VALLEY DISPOSAL	SERVICE	7,128	293.90
100,541.02	SVC BOOKSTORE	SUPPLIES 5.01		
000,541.02	X X	3.52		
400,541.02	X X	1.67		
511,541.02	X	7.43		
512,541.02	X X	1.46		
000,541.02	X X	10.32		
711,541.02	X X	1.19		
800,541.02	X X	2.91		
811,541.01	X X	3.18		
818,541.01	X X	22.18		
000,541.01	X X	2.56		
000,541.01	X X	87.68		
000,554.00	X X	21.84		
000,541.01	X X	4.06		
000,541.01	X X	.17	7,129	175.18
300,541.02	SVC BUILDING FUND	SUPPLIES	7,130	24.83
000,539.00	SVC RESTRICTED PURP FUND	USE OF VAN	7,131	98.75
712,541.02	SBM EQUIPMENT CENTER	SUPPLIES 12.00		
713,541.02	X X	12.00		
714,541.02	X X	12.00		
000,541.01	X X	169.56		
000,541.01	X X	5.15	7,132	210.71
811,550.00	MICHAEL SEGUIN	TRAVEL	7,133	89.20
500,550.00	SERVOMATION CORP	MEETING 19.45		
812,550.00	X X	45.25		
000,554.00	X X	40.00		
000,556.00	X X	35.00		
000,534.00	X X	67.00		
000,550.00	X X	60.00	7,134	266.78
000,550.00	KAREN SHAPTON	TRAVEL	7,135	26.60

000,549.00	SIR SPEEDY PRINTERS	SUPPLIES	7,136	118.71
810,547.00	STERLING CAMERA CENTER	PUB INFO 74.20		
000,544.01	X X	SUPPLIES 37.92	7,137	112.12
310,538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	7,138	4,060.00
100,541.02	C F STOCKER	SUPPLIES	7,139	18.00
100,541.02	SHAWVER PRESS	SUPPLIES	7,140	54.00
714,550.00	STANLEY SHIPPET	TRAVEL	7,141	119.20
300,541.02	S J SMITH WELDING SUPPLY	SUPPLIES	7,142	20.13
000,550.00	SUNNY TRAVEL CENTER	TRAVEL	7,143	88.00
000,550.00	ROBERT THOMAS	TRAVEL	7,144	97.70
810,547.00	TOP HAT TYPOGRAPHIC	PUB INFO	7,145	1,000.00
000,541.01	TRI STATE ENVELOPE CORP	SUPPLIES	7,146	2,158.50
813,541.02	J D TURNER PRODUCTIONS INC	SUPPLIES 50.97		
000,545.00	X X	50.98	7,147	101.95
812,541.01	USA TODAY	SUBSCR	7,148	12.50
000,544.01	USI INC	SUPPLIES	7,149	202.90
000,541.01	UARGO	SUPPLIES	7,150	1,090.24
300,541.02	U S GENERAL SUPPLY CORP	SUPPLIES	7,151	44.02
100,541.02	UNIQUE COMPUTER SHOP	SUPPLIES 40.00		
000,541.01	X X	16.00		
000,539.00	X X	TRAINING 250.00		
000,585.00	X X	EQUIP 2030.00		
000,541.01	X X	SUPPLIES 16.00	7,152	2,352.00
100,541.02	UNIV OF WISC EXTEN	SUPPLIES	7,153	20.89
000,544.01	VIDEO MIDWEST	SUPPLIES	7,154	73.32
000,550.00	MARILYN VINSON	TRAVEL	7,155	67.60
810,547.00	W C CI	PUB INFO	7,156	279.00
810,547.00	W I X N	PUB INFO	7,157	156.40
810,547.00	W J V M	PUB INFO	7,158	31.25
810,547.00	W S D R INC	PUB INFO	7,159	290.00
000,541.01	WALLACE COMPUTER SERVICES	SUPPLIES	7,160	250.11
712,541.02	WALLCUR INC	SUPPLIES	7,161	173.70
000,549.00	C E WARD	CAPS & GOWNS	7,162	1,120.90
000,535.00	WARD MURRAY PACE & JOHNSON	SERVICES	7,163	724.00
000,545.00	WATSON ENTERPRISES	BOOKS	7,164	450.00
000,585.00	WAYNE INC	EQUIPMENT	7,165	109.97
714,550.00	MARIE WEIDEN	TRAVEL	7,166	143.20
810,547.00	WEST MORRIS DAVIS & MUENDER	INC PUB INFO SERV	7,167	9,004.72
000,545.00	WEST PUBL CO	BOOKS	7,168	507.00
300,534.00	WHITESIDE AREA VOC CENTER	WELDING CLASSES	7,169	1,290.00
712,541.02	JOHN WILEY & SONS INC	SUPPLIES	7,170	23.18
000,541.03	H W WILSON CO	SUPPLIES	7,171	1,104.00
000,541.01	XER OX CORP	SUPPLIES	7,172	1,509.20
810,547.00	THE DARK ROOM	PUB INFO	7,173	470.20
000,556.00	A A C J C PUBLICATION SALES	SUPPLIES	7,174	205.45
300,541.02	SVC IMPREST FUND	MISC EXPENSES	7,175	982.61
000,550.00	SVC PETTY CASH	SUPPLIES 3.16		
810,547.00	X X	4.73	7,176	7.89
	BRISCO BROADCASTING	PUB INFO	7,177	150.00

Cks. #6990 - 7011	59,396.64
TOTAL EDUCATION FUND FOR MAY	302,922.61
	<u>8362,319.25</u>

SITE AND CONSTRUCTION FUND

390-000-584.2	MCLANE AND MCLANE	Services	741	\$ 1,000.00
390-000-584.2	VIKING BUILDERS	Data Center	742	<u>14,363.00</u>

TOTAL SITE AND CONSTRUCTION FOR MAY

\$15,363.00

BUILDING FUND

270-000-541.04	WALMART STORE	Supplies	793	\$ 99.00
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000,541.04	C B BOILER SERVICE	SUPPLIES	794	671.71
000,573.00	COMMONWEALTH EDISON	SERVICE	795	16,021.27
000,541.04	CRESCENT ELECTRIC SUPPLY	SUPPLIES	796	118.78
000,541.04	DIXON GARAGE SUPPLY	SUPPLIES	797	4.43
000,541.04	DIXON HOME LUMBER CO	SUPPLIES	798	37.39
000,541.04	DIXON PAINT CO	SUPPLIES	799	5.90
000,541.04	DIXON TRUE VALUE	SUPPLIES	800	5.08
000,541.04	EMBLEM PARTS SUPPLY INC	SUPPLIES	801	529.20
000,541.04	FORDHAM RADIO INC	SUPPLIES	802	148.70
000,541.04	W W GRAINGER INC	SUPPLIES	803	858.86
000,550.00	GLADYS GUNTLE	TRAVEL	804	14.00
000,541.04	HONEYWELL INC	SUPPLIES	805	149.01
000,541.04	HOYLE ROAD EQUIP CO	SUPPLIES	806	323.16
000,541.04	INDUSTRIAL WHEEL CO	SUPPLIES	807	43.20
000,541.04	INLANDER STEINDLER PAPER CO	SUPPLIES	808	3,177.30
000,541.04	MORGAN SERVICES INC	SUPPLIES	809	98.91
000,541.04	MOTT BROS CO	SUPPLIES	810	241.79
000,541.04	NEW HOLLAND LANARK	SUPPLIES	811	53.34
000,541.04	PASSONS SPORTS	SUPPLIES	812	50.00
000,541.04	P & W SUPPLY	SUPPLIES	813	207.32
000,541.04	RICKS TIRE & APPLIANCE	SUPPLIES	814	35.66
000,541.04	SVC BOOKSTORE	SUPPLIES	815	4.26
000,541.04	SVC EDUC FUND	SUPPLIES	816	240.61
000,541.04	JOHN A SANDBERG CO	SUPPLIES	817	227.56
000,541.04	SORENSEN JANITOR SUPPLY	SUPPLIES	818	222.75
000,541.04	STERLING AUTO PARTS	SUPPLIES	819	12.57
000,541.04	TACO PARTS DISTR CO	SUPPLIES	820	113.24
000,541.04	WALDSCHMIDT REPAIR	SUPPLIES	821	5.49
000,541.04	SVC PETTY CASH	SUPPLIES	822	.88
000,541.04	S & S BUILDERS HARDWARE	SUPPLIES	823	<u>164.70</u>

TOTAL BUILDING FUND FOR MAY

\$23,886.07

PREST FUND

0-300-550	A.S.M.E.	Meeting	7532	\$ 27.00
02-000-544.02	UNITED PARCEL SERVICE	Service	7533	82.48
08-000-550	JO ANN BABEL	Supplies	7534	7.97
01-000-550	HOTEL PERE MARQUETTE	Lodging	7535	47.96
00-000-541.03	CATALOGING DISTRIBUTION SERV.	Supplies	7536	89.00
06-000-575	JOLENE K. LESEMAN	Phone calls	7537	10.81
02-000-544.02	UNITED PARCEL SERVICE	Service	7538	6.76
02-000-544.02	POSTMASTER	Bulk mailing	7539	80.30
00-812-550	SBM EQUIPMENT CENTER	Meeting	7540	25.00
00-512-541.02	G. SCHIRMER INC.	Supplies	7541	39.95
00-814-550	A D N CLUB	Travel	7542	70.00
08-000-541.01	A.S.H.E.	Supplies	7543	7.50
00-712-550	WHITESIDE COUNTY HOSPICE	Reg. fee	7544	20.00
08-000-554	ZOLLIE HALL	Recruitment	7545	26.87
00-300-541.02	JEAN COGDALL	Supplies	7546	10.00
02-000-544.02	UNITED PARCEL SERVICE	Service	7547	16.12
01-000-556	SHIRLEY FRANKFATHER	Supplies	7548	40.00
00-712-550	METHODIST MEDICAL CENTER FOUNDATION	Workshop	7549	40.00
00-713-550	INA DISTRICT 13	Workshop	7550	60.00
00-000-545	LAUREN FREDERICK	Book	7551	12.99
08-000-554	SNOW WHITE BAKERY AND DELI	Recruitment	7552	70.96
02-000-544.02	UNITED PARCEL SERVICE	Service	7553	17.45
08-000-541.01	CLEP DIRECTOR	Supplies	7554	3.00
02-000-541.01	ROBERT EDISON	Supplies	7555	20.99
01-000-534	COMMUNITY GENERAL HOSPITAL	Lunches	7556	90.00
00-813-550	COMMUNITY GENERAL HOSPITAL	Lunches	7557	59.50
Total Disbursements - Educational Fund				\$982.61

Balance in fund - 2041.39  
Disbursements - 982.61  
Total in fund - 3024.00

# TREASURER'S REPORT

April 30, 1986

## EDUCATION FUND

Balance on Hand March 31, 1986

\$ 236,430.41

### Receipts:

Taxes	59.00	
Charge-Back Revenue	120.96	
Deferred Pers. Prop. Tax Repl.	42,453.55	
Federal Work Study	20,739.70	
Spring Tuition	250,000.00	
Graduation Fees	460.00	
Transcript Fees	57.00	
Other Revenue	4,119.46	
Expenditure Credit	9,148.51	
Loan from Working Cash	<u>50,000.00</u>	<u>377,158.18</u>

Total Available

\$ 613,588.59

### Disbursements:

Expenses for April

431,717.78

Balance on Hand April 30, 1986

\$ 181,870.81

## BUILDING FUND

Balance on Hand March 31, 1986

\$ 16,567.16

### Receipts:

Taxes	7.22	
Deferred Pers. Prop. Tax Repl.	8,838.84	
Other Revenue	550.00	
Expenditure Credits	32.50	
Repaid from Education Fund	<u>20,000.00</u>	<u>29,428.56</u>

Total Available

\$ 45,995.72

### Disbursements:

Expenses for April

35,711.04

Balance on Hand April 30, 1986

\$ 10,284.68

# SITE AND CONSTRUCTION FUND

Balance on Hand March 31, 1986 \$ 53,906.94

## Receipts:

Interest on Investments 5,192.00

Total Available \$ 59,098.94

## Disbursements:

Expenses for April 38,924.00

Balance on Hand April 30, 1986 \$ 20,174.94

# BOND AND INTEREST #1

Balance on Hand March 31, 1986 \$ 16,624.65

## Receipts:

Taxes 420.66  
Interest on Investments 93.71 514.37

Total Available \$ 17,139.02

## Disbursements:

-0-

Balance on Hand April 30, 1986 \$ 17,139.02

# WORKING CASH FUND

Balance on Hand March 31, 1986 \$ 55,970.13

## Receipts:

Interest on Investments 13,606.86

Total Available \$ 69,576.99

## Disbursements:

Expenses for April 5,000.00  
Loan to Educ. Fund 50,000.00 55,000.00

Balance on Hand April 30, 1986 \$ 14,576.99

## INSURANCE FUND

Balance on Hand March 31, 1986 \$ 76,170.80

### Receipts:

Taxes	1.54	
Interest on Investments	410.49	
Expenditure Credits	<u>491.58</u>	<u>903.61</u>

Total Available \$ 77,074.41

### Disbursements:

Expenses for April		<u>11,196.63</u>
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Balance on Hand April 30, 1986 \$ 65,877.78

## AUDIT FUND

Balance on Hand March 31, 1986 \$ 5,063.45

### Receipts:

Taxes	.41	
Interest on Investments	<u>24.33</u>	<u>24.74</u>

Total Available \$ 5,088.19

### Disbursements:

-0-

Balance on Hand April 30, 1986 \$ 5,088.19

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## FUNDS INVESTED

Central National Bank	S & C/W.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	6.65	9-30-86	75,000.00
First National Bank	S & C	7.00	9-2-86	126,459.65
Rock Falls National Bank	B & I #1	7.25	4-30-86	135,000.00
United States Treasury	B & I #1	7.40	6-19-86	356,903.64
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		<u>759,000.00</u>
Total Invested				\$3,392,780.36

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 4/30/86

B A L A N C E   S H E E T

ASSETS:

Cash in Bank .....	\$5,458.61
Notes Receivable .....	<u>2,080.00</u>
	<u>\$7,538.61</u>

LIABILITIES & NET WORTH:

Fund Equity .....	\$7,672.80	
Net Loss .....	<u>(134.19)</u>	<u>\$7,538.61</u>

P R O F I T   A N D   L O S S

INCOME:

Interest Income .....	\$255.33	
Bad Debts Repaid .....	<u>425.58</u>	\$680.91

EXPENSES:

Bad Debts .....	815.10
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<u>NET LOSS</u> .....	<u>(\$134.19)</u>
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SAUK VALLEY COLLEGE

E.O.G. WORKSTUDY FUND

Period Ending April 30, 1986

B A L A N C E   S H E E T

Cash On Hand . . . . .	\$ 15,703.80	
Workstudy Awards Receivable from Fed. Gov. 1985-86 . . . . .	23,495.00	
Workstudy Awards Capital 1985-86 . . . . .		\$170,658.00
Workstudy Awards Paid 1985-86. . . . .	128,773.73	
E.O.G. Awards Receivable from Fed. Gov. 1985-86. . . . .	14,886.00	
Initial E.O.G. Awards Capital 1985-86. . . . .		33,292.00
Initial E.O.G. Awards Paid 1985-86 . . . . .	24,533.71	
Renewal E.O.G. Awards Capital 1985-86. . . . .		27,049.00
Renewal E.O.G. Awards Paid 1985-86 . . . . .	22,137.00	
PELL Grant Awards Receivable from Fed. Gov. 1985-86. . . . .	13,478.00	
PELL Grant Awards Capital 1985-86. . . . .		541,580.00
PELL Grant Awards Paid 1985-86 . . . . .	594,011.01	
Inactive Federal Grants. . . . .	25,560.75	
	<u>\$772,579.00</u>	<u>\$772,579.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 4-30-86

B A L A N C E   S H E E T

ASSETS:

Cash in Bank .....	\$140,636.10
Petty Cash .....	500.00
Investments .....	69,932.43
Accounts Receivable - Educational Fund .....	392.22
Inventory 6-30-85 .....	114,222.40
	<u>\$325,683.15</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund .....	\$ 577.00
Fund Equity .....	\$307,357.71
Net Gain .....	<u>17,748.44</u>
	<u>325,106.15</u>
	<u>\$325,683.15</u>

P R O F I T   A N D   L O S S

INCOME:

Textbook Sales .....	\$216,688.24	
Supply Sales .....	26,691.06	
Miscellaneous Sales .....	22,624.94	
Paperback Sales .....	5,895.36	
Used Book Sales .....	24,910.63	
Sales Tax Collected .....	15,473.42	
Other Income .....	418.32	
Investment Income .....	<u>3,945.96</u>	\$316,647.93

EXPENSES:

Textbooks Purchased .....	\$193,157.94	
Supplies Purchased .....	14,974.80	
Miscellaneous Purchased ....	15,204.81	
Paperbacks Purchased .....	4,469.43	
Used Books Purchased .....	19,278.95	
Sales Tax Paid .....	13,400.21	
Salaries & Wages .....	28,518.96	
Transportation Charges .....	5,293.47	
Supply Expenses .....	2,700.79	
Equipment .....	105.00	
Travel .....	761.23	
Telephone .....	-0-	
Dues & Subscriptions .....	-0-	
Other Expense .....	1,001.45	
Over & Under .....	(32.26)	
Bad Debts .....	<u>64.71</u>	298,899.49

NET GAIN on as cash basis without regard to inventory or  
accounts payable ..... \$ 17,748.44

SAUK VALLEY COLLEGE  
RESTRICTED PURPOSES FUND

April 30, 1986

Balance on Hand - April 1, 1986	\$452,122.72
April Receipts	184,774.75
Void Check #7513 issued 3/19/86	75.00
Cash Under - April 23, 1986 Deposit	(3.00)
TOTAL FUNDS AVAILABLE DURING APRIL, 1986	\$636,969.47
Cash Disbursements - April, 1986	(340,737.85)
Balance on Hand - April 30, 1986	<u>\$296,231.62</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

Comprehensive Fee Income	\$ 23,518.58
Athletic Income	503.50
Drama Income	193.00
Student Activity Income	1,992.75
Student Newspaper Income	
Film Income	
Cash Over & Under	(186.43)
Other Income - Student Activity Only	118.20
	<u>\$26,139.60</u>

	<u>BUDGET</u>	<u>EXPENSES</u>	
Athletic Expense	\$17,575.	\$16,680.44	
Cheerleader & Pom Pon Squad	850.	810.10	
Speech Activities & Reader's Theatre	1,000.	2,354.95	
Drama Expense	2,500.	49.73	
Music Expense	3,700.	1,996.87	
Student Activity Expense/Cultural-Social	11,830.	8,170.69	
Student Senate Expense	2,800.	1,146.91	
Womens Intercollegiate Expense	12,445.	10,876.90	
SVC Clubs	200.	1.67	
Film Commission	800.	-0-	
Contingencies/Non-Budgeted	-0-	-0-	
	<u>\$53,700.</u>	TOTAL EXPENSE	<u>\$ 42,088.26</u>

Excess of Expenditures Over Revenue, as of April 30, 1986	<u><u>\$(15,948.66)</u></u>
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RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

<u>ASSETS</u>		<u>REVOLVING AGENCY FUND LIABILITIES</u>		<u>AMOUNT</u>
Cash in Bank	\$296,231.62	Due Educational Fund	\$ 3,924.07	
Petty Cash	725.00	Due Building Fund	109.50	
Accts. Rec.	133,502.52	Due Student Loan Fund	740.81	
Investments	100,000.00	Due Bookstore	-0-	
		Out of District Fees	4,838.40	
		Student Tuition	344,810.00	
		Lab Fees	14,732.50	
		Tuition Refunds	(15,773.40)	
		Lab Fees Refunds	(690.10)	\$352,691.78

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$(3,080.02)	
Parking	2,027.36	
Recreation Room Fund	6,554.34	
Student Locker Fund	607.73	
Land Lab	8,741.24	
Community Services	4,996.26	
Dislocated Steelworkers Gt.	(14,321.89)	
Dislocated Steelworkers Gt.	5,073.53	
Photography Supplies	24.86	
Basic Nurses Assistant Gt.	(6.00)	
Collegiate Choir	448.31	
LPN Supplies	558.11	
Illinois Interpretation Workshop	164.03	
LRC Contributions	595.00	
Nursing Uniforms	-0-	
JTPA/CAED Gt. FY 86	(4,473.00)	
Indochinese Gt. - FY 86	(7,317.75)	
HITS Grant	1,651.20	
Disadvantaged Grant - FY 86	20,469.86	
Disadv. & Handicapped Gt. FY 86	(16,929.27)	
DAVTE Quality Assistance Gt.	(4,413.07)	
Economic Development Gt. II	13,953.39	
Humanities Grant	90.85	
Miscellaneous Account	13,562.13	
Econ. Dev. Gt. - Income FY 86	53,387.25	
Econ. Dev. Gt. - Expenses FY 86	(54,765.39)	
Student Clubs	2,432.27	
Adult Learning Book Charges	3,191.34	
SVC Foundation	(15.16)	
Community Theatre	48.40	
College Van	200.65	
Friends of SVC	(1,644.75)	
Small Bus. Dev. Gt. - Income	7,959.00	
Small Bus. Dev. Gt. - Expenses	(5,142.57)	
Vital - Sec. of State	10,816.03	
V.I.P. & C.P.P.	824.59	
Student Services/Special Projects	120,204.82	
DCC/Income/FY 85	209.36	
DCC/Income/FY 86	302,476.00	
DCC/Expenses/FY 86	(275,782.50)	
Project Careers FY 86	(11,337.89)	
Sauk Area Arts Council	(108.02)	
Pre-Employment Skills Trng. FY 86	(5,152.70)	
PELL Grants	38.15	
Woods Pre-Employment Skills Trng.	(1,594.80)	\$175,221.28

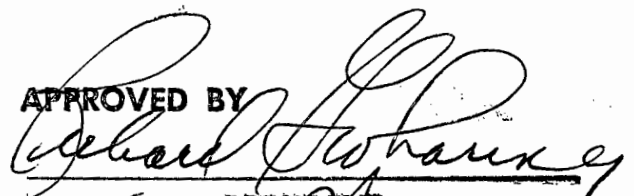
FUND EQUITY

July 1, 1986	\$18,494.74	
Excess of Expenditures Over Revenue, as of April 30, 1986	(15,948.66)	\$ 2,546.08

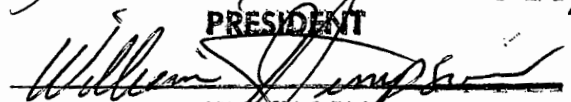
TOTAL ASSETS	<u>\$530,459.14</u>	TOTAL LIABILITIES & NET WORTH	<u>\$530,459.14</u>
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**SAUK VALLEY COLLEGE**

**APPROVED BY**

A large, stylized cursive signature in black ink, likely belonging to Richard Johansen, the President.

**PRESIDENT**

A cursive signature in black ink, likely belonging to William Thompson, the Secretary.

**SECRETARY**

**DATE** \_\_\_\_\_

EDUCATION FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	168,546.32	168,546.32	148,717.34	19,828.98	192,374.00	23,827.68	23,827.68
DIV OF BUS FED WORK STUDY	4,412.73	4,412.73	3,962.16	450.57	6,700.00	2,287.27	2,287.27
DIV OF BUS CONTR SERV	8,700.88	8,700.88	8,497.75	203.13	11,045.00	2,344.12	2,344.12
DIV OF BUS SUPPLIES	7,276.24	7,276.24	6,668.92	607.32	8,475.00	1,198.76	1,198.76
DIV OF BUS CONF & MEETINGS	1,414.39	1,414.39	1,414.39	.00	1,200.00	214.39	214.39
FOOD SERV CONTR SERV	768.00	768.00	768.00	.00	200.00	568.00	568.00
FOOD SERV SUPPLIES	1.30	1.30	1.30	.00	425.00	423.70	423.70
FOOD SERV CONF & MEETINGS		.00		.00	125.00	125.00	125.00
DIV OF AGRIC SUPPLIES	152.29	152.29	152.29	.00	400.00	247.71	247.71
DIV OF INDUS ED SALARIES	119,952.17	119,952.17	105,840.15	14,112.02	150,981.00	31,028.83	31,028.83
DIV OF INDUS ED FED WORK STUDY	4,891.72	4,891.72	4,212.53	679.19	5,479.00	587.28	587.28
DIV OF INDUS ED CONTR SERV	5,132.43	5,132.43	3,683.90	1,448.53	6,800.00	1,667.57	1,667.57
DIV OF INDUS ED SUPPLIES	10,724.89	10,724.89	9,833.04	891.85	15,390.00	4,665.11	4,665.11
DIV OF INDUS ED CONF & MEETINGS	1,382.55	1,382.55	1,263.95	118.60	2,400.00	1,017.45	1,017.45
COSMETOLOGY CONTR SERV	51,308.48	51,308.48	46,128.48	5,180.00	54,000.00	2,691.52	2,691.52
COSMETOL SUPPLIES		.00		.00	100.00	100.00	100.00
COSMETOL CONF & MEETINGS		.00		.00	175.00	175.00	175.00
HUMAN SERV CONTR SERV		.00		.00	100.00	100.00	100.00
HUMAN SERV SUPPLIES	967.24	967.24	932.08	35.16	1,000.00	32.76	32.76
HUMAN SERV CONF & MEETINGS	35.20	35.20	35.20	.00	200.00	164.80	164.80
DIV OF SOC SCI SALARIES	87,641.29	87,641.29	77,330.55	10,310.74	105,659.00	18,017.71	18,017.71
DIV OF SOC SCI SUPPLIES	2,949.13	2,949.13	2,427.97	521.16	4,000.00	1,050.87	1,050.87
DIV OF SOC SCI CONF & MEETINGS		.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	712.50	712.50	599.05	113.45	100.00	612.50	612.50
E M T CONF & MEETINGS		.00		.00	150.00	150.00	150.00
CRIMINAL JUS SALARIES	25,256.39	25,256.39	22,285.05	2,971.34	26,742.00	1,485.61	1,485.61
CRIM JUS CONTR SERV		.00		.00	500.00	500.00	500.00
CRIM JUS SUPPLIES	890.61	890.61	756.19	134.42	1,941.00	1,050.39	1,050.39
CRIM JUS CONF & MEETINGS		.00		.00	475.00	475.00	475.00
LIBRARY TECH SUPPLIES	29.02	29.02	29.02	.00	100.00	70.98	70.98
DIV OF HUMANITIES SALARIES	209,350.41	209,350.41	184,720.95	24,629.46	252,128.00	4,277.59	4,277.59
DIV OF HUMAN SUPPLIES	1,986.88	1,986.88	1,838.79	148.09	3,500.00	1,513.12	1,513.12
DIV OF HUMAN CONF & MEETINGS	1,201.63	1,201.63	898.30	303.33	2,500.00	1,298.37	1,298.37
DIV OF HUMAN ART DEPT SALARIES	18,809.82	18,809.82	16,596.90	2,212.92	26,555.00	7,745.18	7,745.18

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ART DEPT CONTR SERV	244.00	244.00	244.00	.00	400.00	156.00	156.00
ART DEPT SUPPLIES	207.91	207.91	188.61	19.30	600.00	392.09	392.09
ART DEPT CONF & MEETINGS	30.00	30.00		30.00	200.00	170.00	170.00
MUSIC DEPT SALARIES	37,619.64	37,619.64	33,193.80	4,425.84	53,110.00	15,490.36	15,490.36
MUSIC DEPT CONTR SERV	676.75	676.75	604.75	72.00	1,200.00	523.25	523.25
MUSIC DEPT SUPPLIES	1,141.87	1,141.87	1,072.42	69.45	1,450.00	308.13	308.13
MUSIC DEPT CONF & MEETINGS	36.80	36.80	36.80	.00	500.00	463.20	463.20
DIV OF MATH SCI SALARIES	165,815.62	165,815.62	146,307.90	19,507.72	195,570.00	29,754.38	29,754.38
DIV OF MATH SCI FED WORK STUDY	5,257.05	5,257.05	4,642.95	614.10	6,300.00	1,042.95	1,042.95
DIV OF MATH SCI CONTR SERV	550.60	550.60	375.60	175.00	900.00	349.40	349.40
DIV OF MATH SCI SUPPLIES	5,970.94	5,970.94	5,865.17	105.77	11,640.00	5,669.06	5,669.06
DIV OF MATH SCI CONF & MEETINGS	159.36	159.36	82.53	76.83	1,400.00	1,240.64	1,240.64
MED LAB TECH SALARIES	41,420.05	41,420.05	37,149.55	4,270.50	51,246.00	9,825.95	9,825.95
MED LAB TECH CONTR SERV	1,208.25	1,208.25	417.50	790.75	1,998.00	789.75	789.75
MED LAB TECH SUPPLIES	9,723.74	9,723.74	9,635.91	87.83	12,235.00	2,511.26	2,511.26
MED LAB TECH CONF & MEETINGS	450.20	450.20	450.20	.00	1,380.00	929.80	929.80
ADN SALARIES	65,621.68	65,621.68	58,903.52	6,718.16	73,034.00	7,412.32	7,412.32
ADN OFC SALARIES	10,225.56	10,225.56	9,247.40	978.16	11,738.00	1,512.44	1,512.44
ADN CONTR SERV	142.50	142.50	142.50	.00	705.00	562.50	562.50
ADN SUPPLIES	1,143.74	1,143.74	752.29	391.45	3,418.00	2,274.26	2,274.26
ADN CONF & MEETINGS	1,224.44	1,224.44	761.24	463.20	1,550.00	325.56	325.56
LPN SALARIES	50,451.75	50,451.75	44,516.25	5,935.50	65,192.00	14,740.25	14,740.25
LPN CONTR SERV	117.50	117.50	117.50	.00	325.00	207.50	207.50
LPN SUPPLIES	473.32	473.32	466.21	7.11	3,025.00	2,551.68	2,551.68
LPN CONF & MEETINGS	163.95	163.95	163.95	.00	700.00	536.05	536.05
RAD TECH SALARIES	24,485.04	24,485.04	22,120.80	2,364.24	28,371.00	3,885.96	3,885.96
RAD TECH CONTR SERV	2,788.52	2,788.52	2,788.52	.00	3,277.00	488.48	488.48
RAD TECH SUPPLIES	1,055.38	1,055.38	1,031.24	24.14	2,840.00	1,784.62	1,784.62
RAD TECH CONF & MEETINGS	2,033.27	2,033.27	1,770.87	262.40	2,500.00	466.73	466.73
DIV OF PHYS ED SALARIES	21,614.82	21,614.82	19,071.90	2,542.92	30,515.00	8,900.18	8,900.18
DIV OF PHYS ED SUPPLIES	2,270.67	2,270.67	1,769.08	501.59	2,300.00	29.33	29.33
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
NURSING ASST SUPPLIES	274.48	274.48	229.14	45.34	650.00	375.52	375.52
NURSING ASST CONF & MEETINGS	18.40	18.40	18.40	.00	100.00	81.60	81.60
INF OFC & WORKROOM SECR SALARIES	36,626.73	36,626.73	33,138.47	3,488.26	41,859.00	5,232.27	5,232.27
INFO OFC FED WORK STUDY	7,870.57	7,870.57	6,890.73	979.84	13,000.00	5,129.43	5,129.43
WORKROOM FED WORK STUDY	3,591.12	3,591.12	3,252.78	338.34	7,250.00	3,658.88	3,658.88

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
UNALLOCATED CONTR SERV	463.65	463.65	463.65	.00	1,800.00	1,336.35	1,336.35
INFO OFC SUPPLIES	578.15	578.15	469.55	108.60	900.00	321.85	321.85
INSTITU COMM SUPPLIES	100.07	100.07	.16	99.91	300.00	199.93	199.93
WORKROOM SUPPLIES	2,208.25	2,208.25	CR 1,555.83	652.42	CR 1,000.00	3,208.25	3,208.25
PUB INFO ADMIN SALARIES	29,600.34	29,600.34	26,781.26	2,819.08	33,829.00	4,228.66	4,228.66
PUB INFO SECR SALARIES	1,442.68	1,442.68	1,328.13	114.55	2,000.00	557.32	557.32
PUB INFO SUPPLIES	82,651.31	82,651.31	68,858.91	13,792.40	82,100.00	551.31	CR 551.31
PUB INFO CONF & MEETINGS	615.60	615.60	528.20	87.40	1,100.00	484.40	484.40
ASST DEAN ARTS & SOC SCI SALARY	30,652.23	30,652.23	27,732.97	2,919.26	35,031.00	4,378.77	4,378.77
PART TIME OVERLOAD	48,010.95	48,010.95	46,975.95	1,035.00	44,000.00	4,010.95	CR 4,010.95
NIGHT PREMIUMS	200.00	200.00	200.00	.00		200.00	CR 200.00
SUMMER SESSION	42,631.50	42,631.50	42,631.50	.00	49,200.00	6,568.50	6,568.50
SECR SALARIES	11,541.18	11,541.18	10,442.02	1,099.16	13,190.00	1,648.82	1,648.82
FED WORK STUDY	1,237.79	1,237.79	1,160.74	77.05	1,340.00	102.21	102.21
SUPPLIES	856.64	856.64	680.95	175.69	900.00	43.36	43.36
CONF & MEETINGS	1,014.94	1,014.94	700.74	314.20	1,900.00	885.06	885.06
ASST DEAN BUS & TECH SALARY	31,101.51	31,101.51	27,934.85	3,166.66	36,874.00	5,772.49	5,772.49
PART TIME OVERLOAD	95,408.25	95,408.25	91,502.20	3,906.05	105,710.00	10,301.75	10,301.75
NIGHT PREMIUMS	800.00	800.00	800.00	.00		800.00	CR 800.00
SUMMER SESSION	42,739.50	42,739.50	42,739.50	.00	47,800.00	5,060.50	5,060.50
SECR SALARIES	13,333.32	13,333.32	12,063.48	1,269.84	15,238.00	1,904.68	1,904.68
SUPPLIES	970.91	970.91	899.05	71.86	1,000.00	29.09	29.09
CONF & MEETINGS	1,463.83	1,463.83	1,419.08	44.75	1,900.00	436.17	436.17
ASST DEAN COMM & EXTEN SERV SALARY	29,576.82	29,576.82	26,759.98	2,816.84	33,802.00	4,225.16	4,225.16
INSTR SALARIES	75,954.55	75,954.55	73,109.55	2,845.00	110,000.00	34,045.45	34,045.45
COORDINATORS	8,715.00	8,715.00	8,715.00	.00	7,500.00	1,215.00	CR 1,215.00
SECR SALARIES	8,878.28	8,878.28	8,012.96	865.32	8,587.00	291.28	CR 291.28
FED WORK STUDY	1,326.59	1,326.59	1,214.37	112.22	2,512.00	1,185.41	1,185.41
CONTR SERV	1,551.00	1,551.00	1,551.00	.00	6,000.00	4,449.00	4,449.00
SUPPLIES	2,475.41	2,475.41	3,796.68	1,321.27	CR 4,000.00	1,524.59	1,524.59
CONF & MEETINGS	1,168.93	1,168.93	1,033.83	135.10	2,500.00	1,331.07	1,331.07
DIR HEALTH & NAT SCI SALARY	28,350.00	28,350.00	25,650.00	2,700.00	32,400.00	4,050.00	4,050.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
HEALTH PART TM OVERLOAD	41,965.75	41,965.75	38,203.91	3,761.84	38,000.00	3,965.75	3,965.75
NIGHT PREMIUMS	400.00	400.00	400.00	.00		400.00	400.00
SUMMER SESSION	11,189.00	11,189.00	11,189.00	.00	8,500.00	2,689.00	2,689.00
FED WORK STUDY	4,483.05	4,483.05	3,972.18	510.87	5,360.00	876.95	876.95
CONTR SERV	75.00	75.00	75.00	.00	200.00	125.00	125.00
SUPPLIES	416.35	416.35	354.55	61.80	800.00	383.65	383.65
CONF & MEETINGS	1,181.36	1,181.36	742.13	439.23	1,300.00	118.64	118.64
ACADEM SKILLS SALARIES	42,264.72	42,264.72	37,292.40	4,972.32	52,274.00	10,009.28	10,009.28
ACADEM SKILLS FED WORK STUDY	4,993.12	4,993.12	4,509.05	484.07	6,807.00	1,813.88	1,813.88
ACADEM SKILLS CONTR SERV	97.50	97.50	97.50	.00	500.00	402.50	402.50
ACADEM SKILLS SUPPLIES	1,907.12	1,907.12	1,801.41	105.71	2,000.00	92.88	92.88
ACADEM SKILLS CONF & MEETINGS	426.12	426.12	426.12	.00	500.00	73.88	73.88
HONORS PROG CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
HONORS PROG SUPPLIES	336.50	336.50	325.87	10.63	200.00	136.50	136.50
HONORS PROG CONF & MEETINGS	20.00	20.00	20.00	.00	400.00	380.00	380.00
DEAN OF INSTR SALARY	38,109.75	38,109.75	34,480.25	3,629.50	43,554.00	5,444.25	5,444.25
DEAN OF INSTR SECR SALARY	14,781.48	14,781.48	13,373.72	1,407.76	16,893.00	2,111.52	2,111.52
STUDENT TUTORS	2,130.59	2,130.59	2,130.59	.00	2,000.00	130.59	130.59
DEAN OF INSTR SUPPLIES	1,312.07	1,312.07	1,153.20	158.87	2,000.00	687.93	687.93
DEAN OF INSTR CONF & MEETINGS	859.62	859.62	783.10	76.52	1,500.00	640.38	640.38
LRC PROF SALARIES	63,447.21	63,447.21	56,574.87	6,872.34	82,463.00	19,020.79	19,020.79
LRC SECR SALARIES	22,439.34	22,439.34	20,302.26	2,137.08	25,645.00	3,205.66	3,205.66
LRC FED WORK STUDY	8,375.58	8,375.58	7,420.03	955.55	12,809.00	4,433.42	4,433.42
LRC CONTR SERV	6,188.33	6,188.33	5,224.57	963.76	10,000.00	3,811.67	3,811.67
XEROX SUPPLIES	2,381.19	2,381.19	2,556.45	175.26	2,000.00	4,381.19	4,381.19
A V SUPPLIES	6,740.62	6,740.62	4,329.39	2,411.23	7,850.00	1,109.38	1,109.38
LIBRARY SUPPLIES	11,107.85	11,107.85	9,838.25	1,269.60	13,040.00	1,932.15	1,932.15
LIBRARY BOOKS	30,540.20	30,540.20	26,802.85	3,737.35	35,000.00	4,459.80	4,459.80
LRC CONF & MEETINGS	963.06	963.06	865.36	97.70	1,200.00	236.94	236.94
ADM & REC ADMIN SALARIES	29,092.98	29,092.98	26,322.22	2,770.76	33,249.00	4,156.02	4,156.02
ADM & REC SECR SALARIES	46,166.82	46,166.82	41,769.98	4,396.84	52,762.00	6,595.18	6,595.18
ADM & REC FED WORK STUDY	6,340.55	6,340.55	5,624.50	716.05	10,958.00	4,617.45	4,617.45
ADM & REC CONTR SERV	1,519.90	1,519.90	1,333.85	186.05	2,400.00	880.10	880.10
ADM & REC SUPPLIES	6,312.61	6,312.61	5,691.73	620.88	7,600.00	1,287.39	1,287.39
ADM & REC CONF & MEETINGS	170.38	170.38	170.38	.00	900.00	729.62	729.62

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
COUNSELING SALARIES	55,687.50	55,687.50	50,497.02	5,190.48	69,378.00	13,690.50	13,690.50
COUNSELING SECR SALARIES	11,389.02	11,389.02	10,289.86	1,099.16	13,190.00	1,800.98	1,800.98
HEALTH SERV SUPPLIES		.00		.00	300.00	300.00	300.00
FIN AIDS ADMIN SALARIES	29,952.93	29,952.93	27,100.27	2,852.66	34,232.00	4,279.07	4,279.07
FIN AIDS SECR SALARIES	21,302.68	21,302.68	19,233.00	2,069.68	24,835.00	3,532.32	3,532.32
STUDENT SERV ADMIN SALARIES	36,028.23	36,028.23	32,596.97	3,431.26	41,175.00	5,146.77	5,146.77
STUDENT SERV SECR SALARIES	14,712.18	14,712.18	13,311.02	1,401.16	16,814.00	2,101.82	2,101.82
STUDENT SERV FED WORK STUDY	31,362.25	31,362.25	27,780.97	3,581.28	45,100.00	13,737.75	13,737.75
COACHING SALARIES	9,280.00	9,280.00	9,280.00	.00	11,850.00	2,570.00	2,570.00
STUDENT SERV CONTR SERV	1,119.59	1,119.59	1,119.59	.00	800.00	319.59	319.59
STUDENT SERV SUPPLIES	11,511.22	11,511.22	9,293.80	2,217.42	12,800.00	1,288.78	1,288.78
COMMENCEMENT	5,840.31	5,840.31	3,376.03	2,464.28	6,000.00	159.69	159.69
STUDENT SERV CONF & MEETINGS	3,157.75	3,157.75	2,605.67	552.08	4,620.00	1,462.25	1,462.25
STUDENT RECRUITMENT	1,212.08	1,212.08	971.22	240.86	1,500.00	287.92	287.92
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	300,922.00	300,922.00	271,502.16	29,419.84	355,076.00	54,154.00	54,154.00
MAINT FED WORK STUDY-BOYS	50,679.11	50,679.11	45,982.99	4,696.12	82,000.00	31,320.89	31,320.89
MATRONS FED WORK STUDY	13,127.22	13,127.22	11,881.88	1,245.34		13,127.22	13,127.22
MAINT CONTR SERV	40,059.33	40,059.33	37,741.02	2,318.31	43,200.00	3,140.67	3,140.67
MAINT TENNIS COURTS		.00		.00	9,000.00	9,000.00	9,000.00
MAINT EQUIPMENT	1,077.54	1,077.54	239.90	837.64	12,000.00	10,922.46	10,922.46
GAS	89,657.97	89,657.97	85,425.61	4,232.36	138,200.00	48,542.03	48,542.03
TELEPHONE	31,680.47	31,680.47	28,462.89	3,217.58	37,000.00	5,319.53	5,319.53
PRESIDENTS SALARY	51,774.66	51,774.66	46,843.74	4,930.92	59,171.00	7,396.34	7,396.34
PRES SECR SALARY	16,924.32	16,924.32	15,312.48	1,611.84	19,342.00	2,417.68	2,417.68
PRES OFC FED WORK STUDY	2,783.85	2,783.85	2,549.35	234.50	3,484.00	700.15	700.15
PRES OFC CONTR SERV		.00		.00	1,000.00	1,000.00	1,000.00
PRES OFC SUPPLIES	1,741.07	1,741.07	1,622.89	118.18	2,500.00	758.93	758.93
PRES OFC CONF & MEETINGS	3,933.93	3,933.93	2,935.52	998.41	2,500.00	1,433.93	1,433.93
PRES OFC SPECIAL AFFAIRS	9,204.12	9,204.12	8,923.67	280.45	7,500.00	1,704.12	1,704.12
PRES OTHER EXP	5,036.25	5,036.25	5,036.25	.00	5,600.00	563.75	563.75
BUS OFC ADMIN SALARY	42,457.59	42,457.59	38,414.01	4,043.58	48,523.00	6,065.41	6,065.41
BUS OFC PROF SALARIES	15,817.41	15,817.41	14,310.99	1,506.42	18,077.00	2,259.59	2,259.59
BUS OFC SECR SALARIES	62,080.30	62,080.30	56,312.64	5,767.66	71,153.00	9,072.70	9,072.70

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
BUS OFC CONTR SERV	5,115.39	5,115.39	6,112.12	996.73	CR 6,400.00	1,284.61	1,284.61
BUS OFC SUPPLIES	3.84	3.84	CR 3,304.95	3,301.11	7,500.00	7,503.84	7,503.84
BUS OFC CONF & MEETINGS	1,748.76	1,748.76	1,450.88	297.88	2,700.00	951.24	951.24
CONSULTANT EXPENSE	5,923.58	5,923.58	2,073.76	3,849.82		5,923.58	CR 5,923.58
LEGAL CONTR	5,129.00	5,129.00	3,663.00	1,446.00	10,000.00	4,871.00	4,871.00
OTHER BOARD SUPPLIES	746.84	746.84	1,212.95	466.11	CR 2,000.00	1,253.16	1,253.16
BOARD CONF & MEETINGS	1,951.53	1,951.53	1,589.56	361.97	3,000.00	1,048.47	1,048.47
INSTITU SECR SALARIES	12,251.75	12,251.75	11,120.00	1,131.75	13,392.00	1,140.25	1,140.25
INSTITU FED WORK STUDY	2,908.49	2,908.49	2,477.99	430.50	3,600.00	776.51	776.51
CONTINGENCY FED WORK STUDY	3,015.82	3,015.82	2,798.07	217.75	4,448.00	1,432.18	1,432.18
GROUP MED & LIFE INS	223,112.01	223,112.01	227,302.74	4,190.73	CR 250,200.00	27,087.99	27,087.99
TUITION REIMBURSEMENT	819.06	819.06	781.56	37.50	5,000.00	4,180.94	4,180.94
CURRICULUM DEVELOPMENT	159.00	159.00	159.00	.00	5,000.00	4,841.00	4,841.00
UNALLOCATED CONTR	984.82	984.82	984.82	.00	2,400.00	1,415.18	1,415.18
IN SERVICE TRAINING	3,478.11	3,478.11	3,056.76	421.35	7,500.00	4,021.89	4,021.89
FACULTY ASSN SUPPLIES	119.21	119.21	98.76	20.45	200.00	80.79	80.79
POSTAGE	28,030.86	28,030.86	27,923.68	107.18	42,000.00	13,969.14	13,969.14
PUBLICATIONS & DUES	6,619.97	6,619.97	6,619.97	.00	6,750.00	130.03	130.03
ADVERTISING	343.55	343.55	343.55	.00	600.00	256.45	256.45
RECRUITMENT	436.74	436.74	389.32	47.42	2,500.00	2,063.26	2,063.26
GENERAL INSURANCE	22,539.45	22,539.45	22,539.45	.00	18,500.00	4,039.45	CR 4,039.45
EQUIPMENT	96,544.47	96,544.47	60,716.06	35,828.41	208,899.00	112,354.53	112,354.53
VOC ED EQUIPMENT	37,221.00	37,221.00	68,497.74	31,276.74	CR 300.00	37,221.00	CR 37,221.00
AFFIRM ACTION CONTR SERV		.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	300.00	300.00	300.00
INSTITU RES CONTR SERV		.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 SALARIES	55,443.57	55,443.57	50,163.23	5,280.34	63,364.00	7,920.43	7,920.43
DATA PROC SECR SALARY	4,343.56	4,343.56	3,780.64	562.92		4,343.56	CR 4,343.56
DATA PROC FED WORK STUDY	3,538.38	3,538.38	3,327.34	211.04	6,365.00	2,826.62	2,826.62
DATA PROC CONTR SERV	36,395.10	36,395.10	36,395.10	.00	134,832.00	98,436.90	98,436.90
DATA PROC SUPPLIES	5,619.86	5,619.86	4,965.39	654.47	11,600.00	5,980.14	5,980.14
DATA PROC CONF & MEETINGS	441.67	441.67	385.12	56.55	7,000.00	6,558.33	6,558.33
DATA PROC EQUIP RENTAL	34,793.59	34,793.59	34,062.59	731.00		34,793.59	CR 34,793.59
PLANNING & DEVEL SALARIES	29,631.00	29,631.00	26,809.00	2,822.00	33,864.00	4,233.00	4,233.00
PL & DEVEL SECR SALARY	10,821.09	10,821.09	9,790.51	1,030.58	12,367.00	1,545.91	1,545.91

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PL & DEVEL CONTR SERV		.00		.00	300.00	300.00	300.00
PL & DEVEL SUPPLIES	904.49	904.49	843.71	60.78	1,250.00	345.51	345.51
PL & DEVEL CONF & MEETINGS	1,401.82	1,401.82	1,366.83	34.99	1,550.00	148.18	148.18
TUITION CHARGE BACK	30,481.85	30,481.85	31,601.85	1,120.00	CR 25,000.00	5,481.85	CR 5,481.85
CONTINGENCIES		.00		.00	75,000.00	75,000.00	75,000.00
	3,885,807.30	3,885,807.30	3,552,636.56	333,170.74	4,878,716.00	992,908.70	992,908.70
<u>BUILDING FUND</u>							
BLDG & MAINT SUPPLIES	48,256.50	48,256.50	40,433.20	7,813.30	54,000.00	5,743.50	5,743.50
MAINT CONF & MEETINGS	365.93	365.93	351.93	14.00	2,500.00	2,134.07	2,134.07
ELECTRICITY	171,259.84	171,259.84	155,235.57	16,021.27	242,300.00	71,040.16	71,040.16
RENTAL CHARGES		.00		.00	1,000.00	1,000.00	1,000.00
CONTINGENCIES		.00		.00	25,000.00	25,000.00	25,000.00
	219,882.27	* 19,882.27	* 96,025.70	* 23,853.57	* 24,800.00	* 64,917.73	* 104,917.73 *
<u>SITE AND CONSTRUCTION FUND</u>							
SITE IMPROVEMENT		.00		.00	35,000.00	35,000.00	35,000.00
BUILDING 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
AUTO SHOP ENERGY PROJECT	366.35	366.35	366.35	.00		366.35	CR 366.35
HIGH TECH GRANT DATA PROC	546,332.68	546,332.68	530,969.68	15,363.00		546,332.68	CR 546,332.68
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
	558,653.87	* 58,653.87	* 43,240.87	* 15,363.00	* 45,000.00	* 86,346.13	* 186,346.13 *

BOND AND INTEREST FUND

DEBT PRINCIPAL RETIREMENT	250,000.00	250,000.00	250,000.00	.00	250,000.00	.00	.00
INTEREST	4,625.00	4,625.00	4,625.00	.00	4,625.00	.00	.00
OTHER 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 *

WORKING CASH FUND

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

INSURANCE FUND

WORKERS COMP	23,730.07	23,730.07	23,903.05	177.98	CR 10,000.00	13,730.07	CR 13,730.07	CR
UNEMPLOYMENT COMP	13,367.59	13,367.59	13,681.19	313.60	CR 10,000.00	3,367.59	CR 3,367.59	CR
TORT LIABILITY	19,470.00	19,470.00	19,470.00	.00	10,000.00	9,470.00	CR 9,470.00	CR
	56,567.66	* 56,567.66	* 57,054.24	*	491.58	CR 30,000.00	* 26,567.66	CR 26,567.66 CR

AUDIT FUND

AUDIT COSTS	15,050.00	15,050.00	15,050.00	.00	18,000.00	2,950.00	2,950.00
	15,050.00	* 15,050.00	* 15,050.00	*	.00	* 18,000.00	* 2,950.00 *

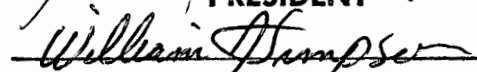
DUE TO MACHINE BREAKDOWN WE ARE UNABLE TO PRODUCE THE REVENUE  
PORTION OF THIS REPORT FOR THE PERIOD April 1 - 30, 1986.

**SAUK VALLEY COLLEGE**

APPROVED BY

A cursive signature of Richard K. Hansen, written in black ink, positioned above the word 'PRESIDENT'.

**PRESIDENT**

A cursive signature of William Thompson, written in black ink, positioned above the word 'SECRETARY'.

**SECRETARY**

**DATE** \_\_\_\_\_