

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
Room 2K2 Second Floor
March 23, 1987 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. Tuition Income Report - Fall 86
- F. Executive Session
- G. Personnel Recommendations:
 - 1. Leave of Absence Approval
 - 2. Administrative Reappointments
- H. Other Actions:
 - 1. Donation
 - 2. Local Plan for Vocational Education
 - 3. Articulation Agreement with NIVES
 - 4. Board Policies (Second Reading)
 - 5. Governor Thompson Resolution
 - 6. Travel Allowance Policy (First Reading)
 - 7. Strategic Plan
- I. Reports:
 - 1. Student Trustee
 - 2. ICCTA Representative
 - 3. Foundation Liaison
 - 4. Board Chair
- J. President's Report:
 - 1. Enrollment Report
 - 2. AACJC Resolution
 - 3. Tax Abatement
 - 4. New Telephone System
 - 5. Parking Fines
 - 6. ServiceMASTER Proposal
 - 7. Instrumental Music
- K. Time of Next Meeting
- L. Executive Session

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

March 23, 1987

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on March 23, 1987 in Room 2K2 of Sauk Valley Community College, 173 Illinois Route 2, Dixon, Illinois.

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

| | |
|---------------|-------------------|
| Ed Andersen | Paul Berrettini |
| Edie Peterson | Bill Simpson |
| Bob Wolf | Richard Groharing |
| Barry Bielema | |

Absent: Joe McDonald (arrived later)

SVCC Staff: President Richard L. Behrendt
Dean Robert Edison
Dean Don Foster
Dean John Sagmoe
Board Secretary Marilyn Vinson
Director Ralph Gelandner

Minutes: It was moved by Member Andersen and seconded by Member Peterson that the Board approve the minutes of the February 23 meeting 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 Andersen that the Board approve the Treasurer's Report as presented. In a roll call vote, all voted aye. Motion carried.

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

| | |
|-------------------|--------------|
| Educational Fund | \$491,837.14 |
| Building Fund | 17,186.05 |
| Insurance | 5,949.60 |
| Site/Construction | 2,510.00 |

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

Payroll: It was moved by Member Simpson and seconded by Member Peterson that the Board approve the payroll of February 28 for \$225,841.55 and the payroll of March 15 for \$207,798.69. In a roll call vote, all voted aye. Motion carried.

Tuition Income: The attached report on Tuition Income for the Fall of 1986 was presented to the Board as an information item.

Executive Session: At 7:15 p.m. it was moved by Member Berrettini and seconded by Member Peterson that the Board adjourn to executive session to discuss collective bargaining and the appointment, employment, or dismissal of an employee. In a roll call vote, all voted aye. Motion carried.

Regular Session: The Board returned to regular session at 7:55 p.m.

Leave of Absence: It was moved by Member Wolf and seconded by Member Simpson that the Board grant Mary Willett a leave of absence without pay or fringe benefits for the remainder of the current academic year under the conditions outlined in the attached memorandum of February 25 from Dean Foster. In a roll call vote, all voted aye. Motion carried.

Administrative Reappointments: It was moved by Member Andersen and seconded by Member Peterson that the Board grant continuing appointments to the following administrators for the 1987-88 year.

| | |
|----------------|----------------|
| Walt Clevenger | Bob Edison |
| Don Foster | Ralph Gelandar |
| Dick Holtam | Al Hardersen |
| Ron Marlier | Al Pfeifer |
| John Sagmoe | Mike Seguin |
| Norm Welch | |

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

It was moved by Member Andersen and seconded by Member Berrettini that the Board grant two year contracts to:

| | |
|---------------|---------------|
| Jim Dickinson | Karen Shapton |
|---------------|---------------|

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

It was moved by Member Berrettini and seconded by Member Peterson that the Board grant one year contracts to:

| | |
|------------|-------------|
| Carol Hain | Zollie Hall |
|------------|-------------|

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

- Donation: It was moved by Member Berrettini and seconded by Member Simpson that the Board accept the donation of a 6V53 diesel engine for use in the Diesel Technology Program and send a letter of appreciation to Western Engine Company and General Motors/Detroit Diesel. Motion voted and carried.
- Local Plan for Vocational Education: It was moved by Member Berrettini and seconded by Member Peterson that the Board approve the attached Local Plan for Vocational Education as presented. In a roll call vote, all voted aye. Motion carried.
- NIVES Agreement: It was moved by Member Peterson and seconded by Member Berrettini that the Board approve the final draft of the articulation agreement between SVCC and the Northern Illinois Vocational Education System. In a roll call vote, all voted aye. Motion carried.
- Board Policies: It was moved by Member Andersen and seconded by Member Simpson that the Board approve for second reading the attached revised Board policies. In a roll call vote, all voted aye. Motion carried.
- Resolution: It was moved by Member Berrettini and seconded by Member Peterson that the Board adopt the attached resolution to be sent to Governor Thompson in appreciation for his continued support of financing public education. In a roll call vote, the following was recorded: Ayes: Members Andersen, Berrettini, Peterson Simpson, Groharing, and Bielema. Member Wolf passed. Motion carried.
- Travel Allowance Policy: It was moved by Member Berrettini and seconded by Member Andersen that the Board adopt for first reading the attached revised Travel Policy. In a roll call vote, the following vote was recorded: Ayes: Members Andersen, Berrettini, Simpson, Groharing, and Bielema. Nays: Members Peterson and Wolf. Motion carried.

Strategic
Plan:

Dr. Behrendt told the Board that the Strategic Plan, Mission Statement and Planning Assumptions for 1987 through 1992 were being presented to the Board this evening for final approval. He noted that every full-time staff member had received a draft for comment and input. This draft was then revised and a second version was distributed to the same staff members in late February. Individual hearings were then scheduled with the three faculty divisions and the Administrative Council and further input was obtained. He said the attached document reflects the latest staff input and was being presented for the Board's consideration at this time.

Arrival:

Member Joe McDonald arrived at 8:40 p.m.

It was moved by Member Andersen and seconded by Member Berrettini that the Board approve the attached Strategic Plan, Mission Statement, and Planning Assumptions, as presented. In a roll call vote, all voted aye. Motion carried.

Reports:

Student Trustee Bielema reported that the Senate had a successful dance in February and that he had talked with former Student Trustee, Connie Borell, who was home from college during break.

ICCTA representative Peterson reminded the Board of the monthly meeting of the ICCTA on April 10 and 11.

It was reported that the Annual Dinner for the SVCC Foundation was held on March 17 and President Behrendt was the featured speaker. The Foundation also honored their retiring Directors.

Chair Groharing told the Board of the meeting at Kishwaukee College of the Northwest Region of the ICCTA. He said the meeting was on curriculum articulation.

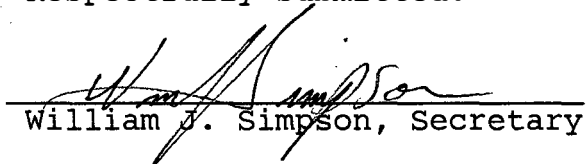
Board members were reminded to file their Statement of Economic Interest with their local county clerk.

President Behrendt reported that enrollment for spring currently showed a 6.4% increase over last year. He also reported on the AACJC Resolution on the nursing issue; that the college has received two more requests for tax abatement; that the telephone consultant is making an analysis and that we should have a report from him and an administrative recommendation at the April meeting; that the parking fines will be raised from \$1 to \$5 in the Fall, based upon a recommendation from the Student Services Committee; that the ServiceMASTER proposal would not be recommended to the Board; and that a public meeting will be held on April 2 at the college to ascertain the interest in starting an instrumental music program.

Adjournment: Since the scheduled business was completed, it was moved by Member Peterson and seconded by Member Berrettini that the Board adjourn. The next regular meeting will be 7 p.m. on April 20, 1987. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 8:55 p.m.

Respectfully submitted:


William J. Simpson, Secretary

For Board Meeting
of March 23, 1987

Agenda Item E-4

TUITION INCOME - FALL 1986

The attached report contains the tuition income financial data for the Fall Semester, 1986. This is for information only.

The data indicates that midterm semester hours of credit decreased 1.3% from the previous Fall. Due to deduction adjustments against these receipts, tuition revenue equals \$515,230.40, which is approximately \$14,620 short of our budgeted amount.

NET TUITION RECEIPTS AND DEDUCTIONS

| Deductions and Tuition | Fall 1983 | Fall 1984 | Fall 1985 | Fall 1986 |
|---|--------------|--------------|--------------|--------------|
| 1. Tuition Refunds | 27,350.00 | 24,996.20 | 20,332.70 | 22,394.70 |
| 2. Employee Waivers | 10,536.00 | 7,127.00 | 8,730.80 | 8,930.40 |
| 3. Illinois Military | 8,429.77 | -0- | -0- | 6,951.13 |
| 4. Office of Education | 2,888.50 | -0- | 2,391.41 | 7,915.12 |
| 5. Net Bad Debts | 4,280.00 | 9,771.70 | 6,549.35 | 3,139.83 |
| 6. Senior Citizens | 37,670.20 | 37,564.60 | 37,393.20 | 40,123.20 |
| 7. EOG Waivers | -0- | -0- | -0- | |
| 8. Achievement Awards | 10,160.00 | 10,638.60 | 11,385.00 | 14,790.00 |
| 9. TOTAL DEDUCTIONS | 101,314.47 | 90,098.17 | 86,782.46 | 104,244.38 |
| 10. Actual Tuition Receipts | 564,060.03 | 511,160.82 | 485,596.21 | 515,230.40 |
| 11. Actual Mid-Ter Cr. Hrs. | 24,628 | 19,950 | 19,493 | 19,248 |
| 12. Tuition Rec'd/Mid-Term Cr. Hrs. (Line 10 ÷ 11) | 22.90 | 25.62 | 24.91 | 26.77 |
| 13. Tuition Charged/Cr. Hr. | 24.00 | 26.00 | 26.00 | 28.00 |
| 14. Variable/Credit Hours | -1.10 | -.38 | -1.09 | -1.23 |

NET TUITION RECEIPTS AND DEDUCTIONS

| <u>Deductions and Tuition</u> | <u>Fall 1974</u> | <u>Fall 1975</u> | <u>Fall 1976</u> | <u>Fall 1977</u> | <u>Fall 1978</u> | <u>Fall 1979</u> | <u>Fall 1980</u> | <u>Fall 1981</u> | <u>Fall 1982</u> |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 1. Tuition Refunds | 7,952.00 | 13,781.00 | 15,483.50 | 14,449.60 | 12,932.80 | 13,271.00 | 21,330.00 | 20,337.10 | 27,480.00 |
| 2. Employee Waivers | 2,979.60 | 3,978.80 | 5,516.00 | 5,663.00 | 4,851.00 | 7,799.40 | 4,035.40 | 6,738.60 | 10,442.60 |
| 3. Bad Debts | --- | --- | 412.00 | 6,464.00 | 4,161.60 | 6,488.63 | 960.00 | 1,975.72 | 14,322.01 |
| 4. Senior Citizens | 2,223.00 | 6,283.20 | 8,313.20 | 22,719.00 | 22,905.00 | 31,281.60 | 32,090.20 | 32,870.00 | 38,625.40 |
| 5. EOG Waivers | 300.00 | 1,328.00 | 1,634.00 | 1,613.00 | 1,536.00 | 500.00 | -0- | -0- | -0- |
| 6. Achievement Awards | --- | --- | --- | --- | --- | --- | --- | --- | 5,590.00 |
| 7. Total Deductions | <u>13,454.60</u> | <u>25,371.00</u> | <u>31,358.70</u> | <u>50,908.60</u> | <u>46,386.40</u> | <u>59,340.63</u> | <u>58,415.60</u> | <u>61,921.42</u> | <u>96,460.01</u> |
| 8. Actual Tuition Receipts | 265,615.46 | 400,030.26 | 365,419.75 | 367,100.78 | 336,228.37 | 409,848.40 | 491,230.18 | 435,079.65 | 598,094.39 |
| 9. Actual Mid-term Cr.Hrs. | 20,436 | 28,471 | 26,291 | 25,645 | 23,018 | 22,059 | 26,198 | 23,514 | 26,308 |
| 10. Tuition Received/Mid-term Credit Hours (Line 7+8) | 13.00 | 14.05 | 13.90 | 14.31 | 14.61 | 18.58 | 18.75 | 18.50 | 22.73 |
| 11. Tuition Charged/Cr.Hr. | 13.00 | 14.00 | 14.00 | 15.00 | 15.00 | 19.00 | 19.00 | 19.00 | 24.00 |
| 12. Variable/Credit Hours | -0- | + .05 | - .10 | - .69 | - .39 | - .42 | - .25 | - .50 | -1.27 |

For Board Meeting
of March 23, 1987

Agenda Item G-1

LEAVE OF ABSENCE

We have had a request for a Leave of Absence without pay from Mary Willett for the remainder of the current academic year because of a family illness emergency.

The Board has already been informed of this situation.

RECOMMENDATION: It is recommended that the Board grant Mary Willett a Leave of Absence without pay or fringe benefits for the remainder of the current academic year and under the conditions outlined in Dr. Foster's February 25 memo.



**Sauk Valley
Community
College**

Willet Personal

173 IL ROUTE 2
DIXON, IL 61021-9110

815 / 288-5511

MEMORANDUM

To: SVCC Board of Trustees Date: February 26, 1987
From: Richard L. Behrendt Subject: Leave of Absence

Attached you will find a recommendation from Dr. Foster for a Leave of Absence from teaching duties for the rest of the year for Mary Willett. As you can see, she has a serious family illness emergency in Texas and, because she is a nurse, feels that she can help her son in his recovery.

I have talked with Ole and he feels there are no legal problems inherent in granting this leave request. Given that there are no legal problems and the serious nature of the request, I would like to request that the Board honor my recommendation that Mary be granted this leave.

Unfortunately, the timing is such that the Board cannot take formal action on the request until March 23 and Mary is already using sick leave and is in Texas nursing her son. Therefore, we need to let Mary begin using her requested unpaid leave effective March 1.

Unless someone has an objection, I would like to allow her to take this unpaid leave beginning March 1 and then bring it to the full Board for consideration at the March 23 meeting. The only other alternative I would have seems both unkind and impractical-- and that would be to allow Mary to use up her sick leave and personal leave and then come back and teach here for the first few weeks of March pending Board approval at the March 23 meeting.

I hope you concur with this course of action; please let me know if you have any objections or questions.

cc: Dr. Donald Foster

SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE February 25, 1987

MEMORANDUM

TO: Dr. Behrendt

FROM: Don Foster *DF*

RE: Request for Leave of Absence - Mary Willett

Enclosed is a request for a leave of absence for the balance of the school year submitted by Mary Willett due to the serious illness of her son. I discussed the terms of this requested leave with Ms. Willett on the telephone on 2-23-87 and agreed to the following conditions.

1. The leave of absence to be effective on March 1, 1987.
2. She must notify the college in writing by April 1, 1987 of her intent to return for the 1987-88 school year.
3. She does not want to maintain her group insurance during the absence--but has been assured that this can be reinstated upon her return next fall.
4. She has elected to use her allotted 10 sick days and three personal days to finish out the month of February in accordance with the terms of the Faculty Contract.

Carol Hain, Director of Nursing Education, has worked out coverage for Ms. Willett's classes using full-time faculty on an overload basis and part-time faculty.

I can understand Ms. Willett's desire to take a leave of absence to care for her son and recommend that her request be submitted to the SVCC Board of Trustees for approval effective March 1, 1987.

DF/js

cc Dick Holtam
Mary Willett
Carol Hain
Dean Edison

Enclosure

For Board Meeting
of March 23, 1987

Agenda Item G-2

ADMINISTRATIVE REAPPOINTMENTS

Each year we act on administrative appointments.
The following personnel are recommended for reappointment
for the positions shown for 1987-88:

CONTINUING APPOINTMENTS PER POLICY 410.01

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

TWO YEAR CONTRACTS PER POLICY 409.01

| | |
|----------------|--|
| Dickinson, Jim | Accountant |
| Shapton, Karen | Director of Planning and Resource Development |

ONE YEAR CONTRACT PER POLICY 409.01

| | |
|--------------|---|
| Hain, Carol | Director of Nursing |
| Hall, Zollie | Asst. Dean of Business, Technology, and Natural Sciences |

RECOMMENDATION: It is recommended that the Board
reappoint the administrators noted
above for the 1987-88 year.

For Board Meeting
of March 23, 1987

Agenda Item H-1

DONATION

We have received a 6V53 diesel engine for use
in our Diesel Technology Program from Western
Engine Company and General Motors/Detroit Diesel..

RECOMMENDATION: Board approval of the above
donation with a letter of
appreciation to be sent to the
donors.

For Board Meeting
of March 23, 1987

Agenda Item H-2

LOCAL PLAN FOR VOCATIONAL EDUCATION

Attached is the Local Plan for Vocational Education which is an abbreviated version of the old One and Five Year Plan.

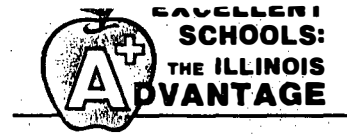
Due to the conversion to the new Northern Illinois Vocational System (NIVES), we are only required to submit this simplified form for this year to the DAVTE. In the future, NIVES will submit the detailed plan on behalf of all vocational education plans in the region.

RECOMMENDATION: Board approval of the Local Plan
for Vocational Education as presented.

**State Board of
Education**

100 North First Street
Springfield, Illinois 62777-0001
217/782-4321

Walter W. Naumer, Jr., Chairman
Illinois State Board of Education



Ted Sanders
State Superintendent of Education

M E M O R A N D U M

*Rec'd
3/10/87*

TO: Community College Presidents

FROM: John A. Klit, Manager *JK*
Program Approval and Evaluation
Department of Adult, Vocational and Technical Education

DATE: February 24, 1987

RE: Local Plan Annual Update for Fiscal Year 1988

Enclosed please find the appropriate material which will enable your college to submit the Fiscal Year 1988 Vocational Education Local Plan Annual Update. The Update represents the third and final year for the current Plan which spanned the three-year period from Fiscal Year 1985-1988. As you will note, the Update is substantially abbreviated and requires that only Sections A, G and H are submitted.

The College's Section G Vocational Instructional Personnel printout is enclosed. This is in need of review and updating, as appropriate, prior to its resubmission. As in the past, the Plan is due in the Illinois State Board of Education/ Department of Adult, Vocational and Technical Education by March 31, 1987. The document should be sent to the Illinois Community College Board for transmittal to this office prior to the March 31st date.

Should you have questions, please contact your Regional Vocational Administrator.

cc: Career Deans/Plan Writers

Due at ISBE on March 31st

ILLINOIS STATE BOARD OF EDUCATION
Department of Adult, Vocational and Technical Education
100 North First Street
Springfield, Illinois 62777

1987-88

Plan Year

Lee

County

LOCAL PLAN FOR VOCATIONAL EDUCATION
Section A
GENERAL INFORMATION

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

CLAIMING PERIODS

☒ Semesters ☐ Quarters

WILL A SUMMER SESSION PERIOD BE CLAIMED?

☒ Yes ☐ No

NAME OF AGENCY

Sauk Valley Community College

AGENCY ADDRESS (Include Zip Code)

173 IL Rte 2
Dixon, IL 61021-9110

NAME OF CHIEF AGENCY ADMINISTRATOR

Dr. Richard L. Behrendt

PHONE

(815) 288-5511

NAME OF PRINCIPAL (Secondary Only)

PHONE

NAME OF LOCAL PLAN DEVELOPER

Zollie W. Hall

POSITION

Assistant Dean

PHONE

(815) 288-5511

CHAIR OF LOCAL ADVISORY COUNCIL

No chairman at this time

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

3435

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

1952

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

If yes, check appropriate response:

☐ AVC ☒ Two or more agencies ☐ Other (explain)

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

WAVC, IVCC, KCC, RVCC, BCC, HCC, EICC

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

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

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

| AGRICULTURAL OCCUPATIONS | BUSINESS MKT. & MGMT. OCCUPATIONS | HEALTH OCCUPATIONS | HOME ECONOMICS OCCUPATIONS | INDUSTRIAL OCCUPATIONS | TOTALS |
|-----------------------------|---|-----------------------|----------------------------------|---------------------------|--------|
| 4 | | | 1 | 2 | 7 |

5. ☒ Yes ☐ No Does your agency contract with any private institutions to provide vocational education for your students (e.g. cosmetology, data processing, etc.)?

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

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

Sauk Valley
Community College
Name of Agency

1987-88

Plan Year

**SECTION H
POST SECONDARY**

This is to certify that all vocational education programs and services continue to meet all assurances as stipulated in the Fiscal Year 1986 Local Plan for Vocational Education. It is further understood that the State Board of Education's policy on Education for Employment specifies that by June 30, 1987, community colleges shall enter into articulation agreements with secondary regional delivery systems located in their college district. Failure to meet this provision will result in the District's ineligibility to receive State and federal vocational education funds from the Illinois State Board of Education.

Secretary

Date

Signature of Board Officer

William Simpson

Position

President

Date

Signature of Chief Agency Administrator

Dr. Richard L. Behrendt

Position

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

Date

Signature of Community College Board Representative

Position

APPROVAL

☐

Approved

☐

Not Approved

Date

Signature of Assistant Superintendent

Department of Adult, Vocational and Technical Education

— SUBMIT THIS PAGE IN DUPLICATE —

For Board Meeting
of March 23, 1987

Agenda Item H-3

ARTICULATION AGREEMENT
NORTHERN ILLINOIS VOCATIONAL SYSTEM

Attached is the final draft of the proposed articulation agreement between SVCC and NIVES which is being submitted to the Board for approval.

This agreement will enable the college to continue to receive vocational funding directly from the DAVTE.

R COMMENDATION: Board approval of the attached articulation agreement between SVCC and the Northern Illinois Vocational System.

SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE March 16, 1987

MEMORANDUM

TO: Dr. Behrendt

FROM: Don Foster *DF*

RE: Articulation Agreement with Northern Illinois Vocational System (NIVES)

Enclosed is a final draft of the proposed articulation agreement between SVCC and NIVES for submission to the SVCC Board of Trustees for their approval. The NIVES Board approved this agreement at a meeting on 3-11-87.

This agreement has been developed to fulfill the terms of the DAVTE Articulation Grant that we received this year, to facilitate the articulation of vocational programs between area secondary schools and SVCC. This agreement will also serve to formalize the continued articulation-cooperative relationship between SVCC and NIVES. We do not anticipate a formal governance relationship between the college and NIVES--in accordance with the plans currently being developed by NIVES and the directions that we have received from ICCB.

An articulation relationship will enable the college to continue to receive vocational funding (including credit hour funding, equipment funding, Quality Assistance funding, and Handicapped/Disadvantaged funding) directly from DAVTE. This same model will be followed throughout the state.

The enclosed agreement has also been reviewed by DAVTE officials and meets with their approval. It will enable the college to develop systematic procedures to facilitate the smooth transfer of students from secondary level vocational programs to community college programs. It will also provide for a coordinated curriculum that will assure continuity of instruction and eliminate duplication of educational training and experience. Both students and the taxpayers should be well served by the implementation of this agreement.

DF/js

Enclosure

SAUK VALLEY COMMUNITY COLLEGE
AND
NORTHWESTERN ILLINOIS VOCATIONAL EDUCATION SYSTEM
ARTICULATION AGREEMENT

Whereas, cooperative relationships between secondary and post-secondary educational institutions have recently been endorsed by a number of national organizations and commissions and by the Illinois Department of Adult, Vocational, and Technical Education Program entitled Education for Employment in order to improve and strengthen the delivery of vocational education, an agreement to articulate programs is hereby entered into by Sauk Valley Community College (SVCC) and Northern Illinois Vocational Education System (NIVES).

Articulation, as defined in this agreement, refers to the process of effective transition from the secondary school level to the post-secondary level of instruction without students experiencing delays, duplication of effort, or loss of credit.

The individuals to be served by this articulation agreement are those interested in obtaining employment in a career field which requires post-secondary education. The specific program areas to be articulated will be those offered by Sauk Valley Community College and the area high schools included in NIVES.

I. Statement of Purpose

The purpose of this articulation agreement is to enable students from the Northwestern Illinois Vocational Educational Education System to continue their education and training at Sauk Valley Community College, with a coordinated curriculum that assures continuity of instruction and eliminates duplication of educational and training experience.

II. Occupational Program Alignment

An articulation committee, with membership from the NIVES and the private sector, will discuss and identify instructional programs and services that can, and should, be articulated. These recommendations will be presented to Sauk Valley Community College and Northwestern Illinois Vocational Education System for final determination of the articulation objectives to be approved and included in the specific occupational program agreements.

The specific occupational program committees made up of NIVES instructors, SVCC instructors, and appropriate administrators from both SVCC and NIVES will meet annually to discuss revisions, updating, and changes in articulated agreements. All vocational programs will be coordinated and developed to provide an orderly sequence of instruction.

This committee will also review labor market data, student interest, and employer training needs and make recommendations for the addition, deletion, and revision of programs.

III. Student Transition

The matriculation of students from NIVES to SVCC, without unnecessary delay or duplication in the program of study, will be the major objective of this articulation agreement.

An articulation committee made up of high school and community college occupational faculty and student services personnel and appropriate administrators will be established to study and recommend a system of coordinated student and support services programs to support the regional vocational delivery system. Meetings will be arranged at least annually to address the following components of a comprehensive system of student and support services:

- A. Guidance and counseling.
- B. Transfer of student records among high school districts within the system and to the community college.
- C. Determination of credit awarded and/or advanced placement into the community college occupational programs.
- D. Delivery of services to special needs populations.
- E. Coordinated student follow-up procedures including initial placement in program, retention, and job placement results.
- F. Involvement with other agencies.
- G. Recruitment of youth and adults.

These objectives will be jointly developed by SVCC and NIVES for each specific occupational program articulated between the two agencies.

IV. Joint Use of Facilities, Equipment, and Staff

The principles of quality, access, and efficiency will be prime considerations when determining program location, use of facilities and equipment, and for staff utilization. The use of both secondary and community college facilities, equipment and staff; the identification of programs where sharing is feasible; and the procedures for making specific arrangements, when feasible, to share equipment, facilities and staff will be worked out by joint agreement.

An articulation committee will consider and investigate the potential for partnership with local business and industry with the intent of providing for:

- A. Possible use of business and industry facilities for instructional sites.
- B. Sharing of state-of-the-art equipment.
- C. Use of business and industry personnel, with proper certification, as training instructors.
- D. Utilization of business and industrial settings for instructor internships.
- E. Donations of instructional equipment.

V. Planning, Evaluation, and Program Improvement

Continuous planning, evaluation, and program improvement activities will become an integral part of the articulation effort. Coordinated activities to foster articulation will include:

- A. Joint staff meetings of individual instructors to update curriculum content.
- B. Communication between NIVES and SVCC.
- C. Public relations efforts by personnel of NIVES and SVCC to inform the community of the goals and accomplishments of the vocational delivery system.
- D. Continued input from private business and industry through program advisory committees to review current labor market information and to implement needed curriculum changes.
- E. Discuss any fiscal matters related to the articulation of programs.

This articulation agreement will be reviewed on an annual basis by Sauk Valley Community College and NIVES. The agreement may be terminated by either party by presenting a written notice by March 1st of each year.

President, Sauk Valley
Community College

President, Regional Vocational
Board of Directors

Date

Date

For Board Meeting
of March 23, 1987

Agenda Item H-4

BOARD POLICIES (SECOND READING)

The policies discussed at the last meeting are being presented again for second reading.

Attorney Pace has made some suggested revisions and only those pages have been included for your consideration.

RECOMMENDATION: It is recommended that the Board approve the Board policies as revised

Fringe Benefits (con't.)

Reimbursement may be used for graduate or undergraduate credit, for workshops, seminars, or symposiums as equated by the appropriate Dean. Reimbursement shall be made upon the presentation of a receipt from the institution where the staff member was enrolled to the Dean of Business Services and should bear the endorsement of the appropriate Dean approving such reimbursement and upon completion of the course and receipt of transcript.

- E) Retirement Program - all employees, including part-time employees, whose employment is considered as permanent at Sauk Valley College, may participate in the State Universities Retirement System, in accordance with the regulations governing that system. Details concerning retirement allowances, disability benefits, reciprocity and refunds are contained in the System's Handbook issued to every member at the beginning of his employment.
- F) Vacations - classified personnel, administrative faculty, and 12-month counselors will receive annual vacation at the rates on the following page.

CLASSIFIED PERSONNEL

1 day per month during the first and second years of employment.

1.083 days per month during the third and fourth years of employment

1.166 days per month during the fifth and sixth years of employment.

1.25 days per month during the seventh and all subsequent years of employment

ADMINISTRATIVE AND COUNSELING FACULTY

Administrative faculty and 12-month counselors will receive annual vacation at the rate of two days per month.

The above rates are effective with the first day of the first full month of employment, which becomes the official employment anniversary date for all vacation computations.

Part-time:

Persons working less than a full workload as outlined in a written work agreement are considered part-time. Faculty who teach less than six credit hours shall be considered part-time for purposes of 401.01 (B) (3).

3. Permanent Employee

A full-time or part-time employee who works on a continuing basis through the academic or calendar year.

4. Temporary (short-term) Employee

An employee appointed for a short period of time and may be terminated at any time. Temporary appointments are for periods of less than one year.

5. Term Employee

A term employee is appointed for a specific period of time, normally for one year. Such appointments automatically expire at the end of the agreed term.

6. Tenured Employee

A tenured employee is one who has been granted tenure. Tenure applies to all full-time faculty members employed by the institution when qualified as provided by the tenure provision of the Illinois Public Community College Act (Article IIIB) and is not related to a specific position. However, any faculty member having the status of tenure whose position is changed must be classified and paid for his/her new position at not less than the highest level of classification commensurate with his/her academic credentials and experience.

B. For purposes of the Illinois Collective Bargaining Act, the following definitions shall apply:

1. Confidential Employee

Any employee who, a) in the regular course of his/her duties assists, and acts in a confidential capacity to persons who formulate, determine, and effectuate management policies with regard to labor relations or who, b) in the regular course of his/her duties has access to information relating to the effectuation or review of the employer's collective bargaining policies.

2. Managerial Employee

An individual who is engaged predominantly in executive and management functions and is charged with the responsibilities of directing and effectuation of such management policies and practices.

3. Part-time Employee

Part-time academic employees shall be defined as those employees who provide less than 6 credit hours of instruction per academic semester.

406.01 Tenure Definition

Tenure means that status as defined by the Illinois School Code pertaining to community college employees.

For Board Meeting
of March 23, 1987

Agenda Item H-5

GOVERNOR THOMPSON RESOLUTION

Governor Thompson's proposed budget includes nearly all of the IBHE budget recommendations for 1987-88. Since the Sauk Valley Community College Board of Trustees encouraged this action in January, the attached resolution seems appropriate.

RECOMMENDATION: It is recommended that the Board approve the attached resolution.

Sauk Valley College

BOARD OF TRUSTEES

Resolution

March 23, 1987

WHEREAS,

The Sauk Valley Community College Board of Trustees passed a resolution on January 26, 1987 urging Governor Thompson to continue his support of adequate financing for all of public higher education in Illinois and specifically requested his firm support of the IBHE budget recommendations for community colleges; and

WHEREAS,

Governor Thompson's budget proposal for FY88 includes almost the exact funding level recommended by the IBHE; now therefore be it

RESOLVED,

that the Sauk Valley Community College Board of Trustees express its appreciation to Governor Thompson for this visible support of financing public higher education and demonstrate its support of the Governor's budget proposal through the form of this resolution.

Sauk Valley Community College
Board of Trustees, District 506

For Board Meeting
of March 23, 1987

Agenda Item H-6

TRAVEL ALLOWANCE
(FIRST READING)

Our present travel policy reads as follows:

...Meals are subject to reimbursement up to \$18.00 per day, including tips.

...Reimbursement when using personal automobile for college travel will be at the rate of 20¢ per mile.

(Note the attached policy)

The proposed policy would read:

...Meals are subject to reimbursement up to \$25.00 per day, (\$5.00 for breakfast, \$7.00 for lunch, and \$13.00 for dinner) including tips. For a full day trip, expenses over the total \$25 allowance will be reimbursed upon the submission of receipts for all meals. If the trip is less than a full day, reimbursement over the meal allowances will be paid with submitted receipts. ...

Reimbursement when using personal automobile for college travel will be at the rate of 21¢ per mile.

RECOMMENDATION: It is recommended that the Board approve the policy changes for first reading.

511.01 Travel of College Personnel

- A) Deans shall regulate travel within their respective offices subject to the limitations of the budget provided. Accountability for expenses incurred while traveling will be made by the individual, the responsible dean and the President, in accordance with procedures and forms issued by the Business Office and accepted accounting practices.
- B) Reimbursement for college travel will be as follows:

1) In-District Travel

All personnel will regard their regular places of instruction, or duty, as their regular places of work. No reimbursement will be allowed for travel from home to the regular place of work or duty. Logs will be kept of all in-district travel, and reimbursement must be approved by division heads and deans. Logs will be turned in monthly for reimbursement claims for in-district travel.

2) Out-of-District Travel

Out-of-district travel requires prior approval initiated by proper written request, unless performed under emergency conditions. ~~Meals are subject to reimbursement up to \$18.00 per day, including tips.~~ Lodging is to be reimbursed by receipts to be submitted. Reimbursement on fares for public transportation will be based only on the actual tax exempt fare.

~~Reimbursement when using personal automobile for college travel will be at the rate of 20¢ per mile.~~

For Board Meeting of
March 23, 1987

Agenda Item H-7

STRATEGIC PLAN

Attached is the proposed Mission Statement, Planning Assumptions, and Strategic Plan for 1987 through 1992 for Sauk Valley Community College. This plan was developed largely in reaction to a North Central recommendation and was discussed in an earlier draft with the Board of Trustees in January.

In late January, every full-time SVCC staff member received a copy of the proposed document. Following staff comment/input, the draft was revised and a second version was distributed to the same staff members in late February. Individual hearings were scheduled with the three faculty divisions and the Administrative Council and further input was obtained.

Therefore, the attached document reflects the latest staff input and is presented for your consideration.

RECOMMENDATION: Board approval of the attached document.

SAUK VALLEY COMMUNITY COLLEGE

MISSION

PLANNING ASSUMPTIONS

**STRATEGIC PLAN
1987 - 1992**

March, 1987

SAUK VALLEY COMMUNITY COLLEGE

MISSION

PLANNING ASSUMPTIONS

**STRATEGIC PLAN
1987 - 1992**

March, 1987

Office of the President
Sauk Valley Community College

MISSION STATEMENT, PLANNING ASSUMPTIONS, STRATEGIC PLAN

INTRODUCTION

Sauk Valley Community College, located on the Rock River between Dixon and Sterling, Illinois, was established by and for the citizens of Public Community College District #506 of the State of Illinois. The district is comprised of parts of Ogle, Lee, Whiteside, Bureau, Henry, and Carroll counties with a population of approximately 110,000. The college is a comprehensive, public community college governed by a seven-member elected Sauk Valley Community College Board of Trustees. The district was created in June of 1965 and the college has grown to the point where 4,000 credit and non-credit students register for classes each semester.

During the early 1980s, the district experienced severe economic times and a shrinking population while the college experienced a declining enrollment, newly-elected Board of Trustees members, the passing of a referendum for a tax increase, a North Central accreditation visit, and, finally, the departure of a president in 1986. Amidst this turbulence, the college was often unable to reflect systematically upon its direction and the possibilities inherent in actually shaping its future.

Given the troubled economic times, high unemployment, and the decline in both the district population and full-time student enrollment at SVCC, there was a strong emphasis at the college on area economic development and business/industry training. In an effort to maintain enrollment and contribute toward local economic development, however, the college may have lost some of its focus on its central and legally-mandated missions. This was accentuated by a North Central Association evaluation team which reported in May of 1985 that "...little evidence that anything like an institutional consensus exists regarding the future course and direction of the college. This we see as the single greatest concern regarding the present status of the college. ..." The North Central team specifically called for the development of a plan which would include "curriculum, resource allocation, utilization of facilities, staff development, marketing, and publicity." Finally, the team recommended that a progress report on institutional planning be submitted to the North Central Commission on Higher Education by July 1, 1987.

With this requirement and the advent of new presidential leadership in the Fall 1986, it is necessary to conceive a strategic plan to provide a clear sense of institutional purpose and direction. Fundamental to strategic and operational planning is an analysis of the college's mission. The trustees, faculty, administration, and staff must all have a clear understanding of the college's multiple missions as defined by law and the priorities of these missions.

It is vital that a strategic plan reflect the mission of the college, describe the basic assumptions dictating the future of the district and the college, and outline the specific objectives and tasks to be completed in order to fulfill the college mission. The strategic plan itself must articulate strategic goals, establish measurable objectives, and develop strategies and short-to-medium-range operational plans.

As a consequence, this document contains a review of the college's mission, assumptions about internal and external factors which will affect the college during the next few years, and then broad strategic goals which need to be accomplished in order to assure a stable, optimistic future for Sauk. Following review and acceptance of these items by faculty and staff and then Board approval, an operational plan will be developed to include the specific objectives and tasks which need to be accomplished at Sauk Valley Community College.

MISSION

SAUK VALLEY COMMUNITY COLLEGE

MISSION STATEMENT

PHILOSOPHY

Education is the best single means of improving the quality of peoples' lives. In order to be educated, a person must not only acquire knowledge but must also learn to think independently and creatively, value logical and tested conclusions, develop problem solving abilities, apply learning, and function effectively with other people. We believe that education contributes significantly to individual health and happiness and also benefits the organizations and communities in which individuals work and live.

Education is also a cornerstone in a free democratic society and the public community college is the most accessible avenue of opportunity for all citizens to reach their potential. Sauk Valley Community College is committed to quality education and academic excellence and to providing opportunity by admitting all persons who can benefit from its programs. This commitment is realized by offering a broad range of educational programs that meet the different needs, abilities, backgrounds, and goals of the community, by providing a strong counseling program and student support services, and by maintaining a low tuition cost.

Accordingly, the college affirms the following fundamental beliefs about education:

- Learning is a lifelong process and all individuals should have opportunities for lifelong education.
- Education should help individuals develop to their maximum capacity through academic excellence and occupational proficiency.
- No person should be deprived of educational opportunities because of race, age, sex, religion, national origin, ethnic background, or disability.
- Education should provide for personal enrichment.
- The college is an integral part of the community it serves and must be a community leader by initiating programs and services in response to identified needs, interests, and trends.
- The pursuit of excellence in all endeavors is fundamental to the operation of the college.

STUDENT GOALS

The general goal of all college students must be the acquisition of the values inherent in obtaining a college degree; i.e., the ability to communicate effectively, engage in problem solving, clarify values, understand social institutions, and the ability to use science and technology, appreciate the arts, and to maintain personal health.

The college serves students directly out of high school, part-time learners who may also be employed, men and women starting or resuming their education some years after high school, qualified high school students, and senior citizens. The goals of these individuals are as diverse as the learners themselves. These goals include but are not limited to:

- *Completing the freshman and sophomore requirements of a bachelor's degree
- *Completing a career program and/or learning/upgrading career related skills
- *Personal enrichment or general interest
- *Achieving competence in both the basic skills of reading, writing, mathematics, as well as in speaking and listening skills
- *Completion of a high school equivalency diploma
- *Development of new interests and friends

FUNCTIONS OF THE COLLEGE

The college is legally mandated, as a public comprehensive community college, to perform EDUCATIONAL, STUDENT SUPPORT, and PUBLIC SERVICE functions to implement the college philosophy.

EDUCATIONAL FUNCTIONS

College Transfer Education...Programs and courses in the liberal arts and sciences and in pre-professional curricula which transfer to a four year college or university.

Career Education...Programs and courses in business, technical, and health fields designed to prepare individuals for employment or to upgrade the skills and knowledge of employees.

Developmental Education...Programs and courses designed to upgrade skills in reading, mathematics, and writing so that individuals can achieve competence and/or succeed in college level work. General Educational Development (GED), Adult Basic Education (ABE), and English as a Second Language (ESL) programs are also offered.

Community, Extended, and Continuing Education...Courses, workshops and seminars offered on a credit or non-credit basis in communities throughout the district in response to local needs and interests, including customized training programs for business and industry.

STUDENT SUPPORT FUNCTIONS

Sauk Valley Community College provides comprehensive student support services, including admissions, financial aids, educational testing and assessment, counseling, academic advising, tutoring, job placement assistance, and special assistance for disabled and educationally disadvantaged students. The college also offers a comprehensive program of co-curricular activities and intercollegiate athletics. The Learning Resource Center supports the instructional program through instructional materials and professional services of the library and audiovisual center. The combination of these services contribute to educational accessibility for all and to student success and enrichment.

PUBLIC SERVICE FUNCTIONS

Sauk Valley Community College is an integral part of the community and recognizes its responsibility to enhance the social, cultural, and economic life of the area it serves. To this end the college is both a leader and a resource center for the community. Individuals, civic and community groups are encouraged to use college facilities. The college is committed to sponsoring cultural and current events programs which include performances, lectures, forums, and exhibits. Services to area community organizations, business and government include special studies, counseling, and consulting.

DEGREES

Sauk Valley Community College is authorized to confer Associate in Arts, Associate in Science, and Associate in Liberal Studies degrees to students completing requirements in the college transfer programs. The college confers the Associate in Applied Science degree and the Certificate to students completing requirements in career education programs.

PLANNING ASSUMPTIONS

PLANNING ASSUMPTIONS

Sauk Valley Community College exists in an environment which is continually changing. Therefore, an analysis of internal and external factors which are likely to influence the course and direction of the college for at least five years has been conducted. These factors form the basis for a set of fundamental assumptions for strategic planning. These assumptions define to a great extent the scope and limitations of Sauk's activity.

Assumption 1, College Mission

Sauk Valley Community College has multiple missions mandated by law. The college will define the scope and priority of these missions, recognizing that with limited resources it cannot be all things to all people.

Assumption 2, College Resources

College resources--human and financial-- are limited. Every decision about the disposition of these resources must be made according to clearly established priorities and with the knowledge it will affect other areas of the college.

Assumption 3, Labor Force

The labor force in the United States, State of Illinois, and the district is a mobile one. Sauk's educational offerings will reflect local, regional, state, and national labor force trends and needs.

Assumption 4, Market Potential

The District 506 population is likely to remain stable or decline slightly for the remainder of the century.

The Sauk Valley Community College District is a declining potential market for postsecondary education for traditional college age groups (18 to 24 year olds). The decline in numbers of this age group will not level off until 1995.

The market for postsecondary education for all age groups is not saturated; greater market penetration can be achieved in all age groups.

Assumption 5, Student Characteristics

Entering students in all age categories will need support services and may need remediation. The college will increasingly need to consider special student subpopulations and services designed for these populations.

Assumption 6, State Priorities

The trend in state priorities seems to focus on special populations. Postsecondary institutions will need to focus on access and choice for these special populations, including retention, outcomes, and systems for monitoring and reporting. It is likely that the state will use funding mechanisms to ensure these priorities are translated into action.

Assumption 7, Educational Reform

The current movement in educational reform focuses on excellence and accountability in the schools. The public and the state will expect this from the community colleges as well as the K through 12 public schools.

Assumption 8, Assessed Valuation

Assessed valuation will decline slightly in FY 1987 then stabilize or increase slightly. Revenue from this source will be stable.

Assumption 9, State Funding

No major increases or decreases are anticipated in state funding for community colleges. It is likely that community college allocations will be subdivided for more special and restricted purposes and there will be fewer dollars for unrestricted credit hour grants.

STRATEGIC PLAN
1987 - 1982

STRATEGIC PLAN FOR THE COLLEGE
1987-1992

ENROLLMENT

To maximize college enrollment through a coordinated and effective marketing and retention effort.

- I. Market the college effectively in order to maximize enrollment each semester.
 - A. Implement actions which expand opportunity and access for all students.
 1. Expand financial aid resources by seeking local scholarships through the Sauk Valley Community College Foundation.
 2. Explore methods of converting students, both present and former, who are not now pursuing a degree objective (AA, AS, AAS) into degree students (e.g., GED, Certificate, degrees near completion but not active students).
 3. Study the IBHE admissions requirements (effective 1993) and implement the recommendations of the Admissions Task Force.
 4. Explore alternative educational delivery systems such as satellite programming, cable television, programmed learning, etc.
 5. Review course scheduling to insure a match with student demands and needs.
 6. Explore billing and fee payment procedures which are flexible for the student but insure timely tuition receipts.
 7. Examine the results of the two brainstorming sessions on enrollment held during the summer of 1986; prioritize and implement as many of the ideas as are practicable.
 8. Explore ways college faculty can effectively participate in student recruitment activities.
 9. Explore enrollment incentive programs for staff.
 - B. Implement actions to increase the effectiveness of our marketing to traditional student populations -- full-time younger students who are recent high school graduates.

1. Work with the district high schools in the development of the "2 + 2" concept in order to smooth the transition from high school into Sauk Valley Community College.
 2. Offer more college level classes which can be made available to qualified high school students, either at Sauk Valley or at the high schools.
 3. Explore with private land developers the possibility of constructing a student dormitory/apartment complex on land adjacent to the college campus and/or develop an approved housing list.
 4. Develop a winning intercollegiate athletics program.
- C. Implement actions to increase the effectiveness of our marketing to non-traditional populations -- part-time and older students.
1. Develop recruiting, testing, career guidance, and placement programs geared to the needs of identified special populations.
 2. Identify and provide more access and support services for handicapped students.
 3. Provide customized as well as traditional training programs and services to area businesses and industries.
 4. Conduct staff development activities that lead to a better understanding of the special learning style and needs of adults and other special populations.
 5. Explore ways of repackaging existing courses and programs to make them more accessible to adults.
 - a) Segment technical courses into defined learning blocks which can be taken for variable credit.
 - b) Develop and promote topical clusters of related courses in different departments.
 6. Explore other changes which could be made to make the campus more attractive to returning adult, part-time students; for example, a permanent Adult Center.

- D. Promote a positive and definable image of quality, excellence, and scope of the college's programs and services through marketing and public relations.
1. Strengthen and expand the Honors Program for academically talented students and create a higher visibility for it in area high schools.
 2. Work through the Marketing Task Force as a general coordinating and strategy development body to review, analyze and recommend marketing programs and marketing communications.
 3. Develop a positioning strategy for each of the college's multiple missions so that the public receives a well-defined image of the college.
 4. Develop marketing communications standards so that all college communications (written, visual and oral) present a consistent image.
 5. Continue to identify specific target markets and design targeted marketing communications (brochures, audiovisual communications, advertisements).
 6. Improve customer orientation by conducting staff in-service programs emphasizing the role of each staff member in the marketing process.
 7. Develop liaisons with business and industry, local chambers of commerce, local governments, local schools and other agencies in the district.
 8. Promote quality by publicly highlighting the achievements and accomplishments of the college staff, students and alumni.
 9. Promote the high quality of transfer instruction obtainable at the college by stressing high grade point average earned by transfer students at recipient institutions.
 10. Promote the high quality of career instruction obtainable at the college by stressing career achievement and job placement.
 11. Strengthen, support and cooperate with the Alumni Association to recruit students and recognize alumni achievements.

12. Maintain a highly visible public image.
 - a) Promote college staff as resource persons to the community for speaking engagements.
 - b) Encourage community involvement by the staff.
 13. Begin an aggressive program of cultural events and activities.
 - a) Turn the college into an art gallery to be used for the display of local artists' works.
 - b) Offer more plays, possibly some using high school students.
 - c) Increase the music offerings and performances, and possibly include instrumental music.
 - d) Begin an annual Arts and Music Festival to be held at the college campus each spring.
- I. Strengthen existing systems and establish new systems which will contribute to student success and retention and thus assist in maximizing enrollment.
- A. Expand and refine the testing systems for more accurate placement of students in classes, particularly part-time students.
 - B. Improve the quality and involvement of the faculty advising system.
 - C. Develop peer advising programs for special needs groups, e.g., returning adults, handicapped.
 - D. Develop tracking and follow-up methods and intervention systems to monitor and improve retention both within a semester and between semesters.
 - E. Offer staff development programs which focus on retention.
 - F. Develop an early warning system to identify and assist students who are not performing well.
 - G. Expand services in the Academic Skills Center to provide for more individualized remediation including computer assisted and computer managed instruction.

MANAGEMENT

To strengthen and broaden the management services of the college.

- I. Improve management, planning, and decision making processes.
 - A. Develop a comprehensive, integrated management information system which will provide access to accurate information about finances, students, financial aid, personnel, and district characteristics in a timely fashion and in formats useful for decision making.
 - B. Strengthen and refine planning processes to achieve greater consensus within the institution about future directions.
 - C. Strengthen and refine planning processes to achieve a greater relationship between budgeting and planning.
 - D. Improve the evaluation of administrators such that performance is tied more closely with college goals.
 - E. Provide a spectrum of skill building opportunities for administrators.
 1. Professional management skill building.
 2. Keeping up with trends and changes in the area of administrative responsibility.
- II. Establish an Office of Personnel Services which will supply the personnel function for all classified staff and also act as the Personnel Officer for the professional staff in the areas of group insurance coverage and retirement.
- III. Obtain word processing hardware and software for use in all campus offices.
- IV. Establish a centralized grants management function to provide greater financial control of grants and maximize our utilization of these funds.
- V. Establish a centralized purchasing function within the Business Office.
- VI. Improve internal campus communications.
- VII. Prepare for the North Central Accreditation scheduled for 1992 by appointing a self-study coordinator no later than 1990.

FINANCE

To utilize resources wisely and effectively and to expand the resource base through external funds development.

- I. Develop, as part of the MIS, a financial analysis model to help manage the current budget, project and anticipate future needs, as well as simulate consequences of various decisions.
- II. Seek external resources and alternative sources of funding outside normal revenue sources to implement the college's goals and objectives.
- III. Continue to develop strategies to maximize energy conservation.
- IV. Maximize the income realized from auxiliary services.
 - A. Seek an alternative to the current food services contract.
 - B. Lease or find other revenue producing uses for T1 and T2.
 - C. Optimize use of Bookstore revenue in college operations.
 - D. Attempt to lease other college services to outside businesses/agencies.
- V. Involve the Sauk Valley Community College Foundation in providing financial support for the college.
 - A. Seek endowment funds to provide a stable income stream independent of enrollment, taxes, and state funding.
 - B. Expand the membership of the Foundation Board to include more people who are influential and/or have access to possible donations.
 - C. Develop a case statement and plan of expenditures derived from the strategic plan in order to attract major donations.
- VI. Explore the feasibility and timing of referenda for tax increases in the operating funds.

CURRICULUM

To update and keep the curriculum contemporary in terms of technology, equipment, content, format and methods which reflect changing states of the art.

- I. Conduct program review on an annual basis and implement the resulting recommendations.
- II. Integrate the use of the computer as an instructional tool into all programs where appropriate and relevant.
- III. Establish/revise programs in the high technology areas including robotics, electronics, computer science, computer numerical control, and biomedical laboratory technology.
- IV. Continue to review the college's general education requirements.
- V. Fully develop the 2 + 2 technical degree concept with area high schools and the Northern Illinois Vocational Education System.
- VI. Explore the feasibility of implementing a "writing across the curriculum" program throughout the college.
- VII. Bring expertise and multiple viewpoints to instruction and curriculum development by establishing rotating endowed chairs with support from the Foundation.
- VIII. Encourage curricular innovation among the faculty by providing funding and special support where it is consistent with college goals.
- IX. Tailor and customize instructional programs to meet area manpower needs.
- X. Design non-traditional formats for some courses/programs to better serve learners with special interests and needs.
- XI. Encourage faculty professional growth by attendance at conferences in their discipline fields.
- XII. Strengthen support services and materials in the Learning Resource Center.

FACULTY/STAFF RENEWAL AND DEVELOPMENT

To maintain and develop the quality and commitment of the full and part-time professional and classified staff in order to achieve optimum professional growth and contributions to the college.

- I. Conduct in-service programs among all college staff, professional and classified, to support achievement of long and short range goals.
- II. Develop an orientation and mentor system for part-time faculty.

- III. Develop a plan for professional personnel requirements for at least five years considering retirements, resignations, and reassignment and retraining needed as a result of shifts in demand.
- IV. Develop appropriate programs to recognize achievements of the staff.
- V. Encourage continued education through tuition reimbursement and tuition waiver plans.
- VI. Review and revise procedures for faculty, administrative and classified staff evaluation.
- VII. Encourage regular faculty meetings and systematic involvement with discipline colleagues in area high schools and other community colleges.
- VIII. Establish an annual Fall Retreat for professional staff to begin each new academic year.

FACILITIES

To achieve efficient and effective use of the college facilities through energy conservation, maintenance, remodeling, and beautification.

- I. Continue to implement energy conservation measures recommended in the federally funded technical assistance study.
- II. Continue to train building and grounds staff in the optimal use of energy conservation techniques.
- III. Develop remodeling projects to improve space utilization.
- IV. Develop a building repair program and funding strategy to remedy construction defects.
- V. Improve exterior and interior signage.
- VI. Designate a college architect to be used for all facilities improvements, life-safety projects, and construction efforts.
- VII. Explore the possibility of using an outside firm to assist in the management of buildings and grounds.
- VIII. Install a modern telephone system.
- IX. Establish a campus beautification program.
- X. Seek a long-term, permanent solution to the use of the temporary buildings on campus.



**Sauk Valley
Community
College**

173 IL ROUTE 2
DIXON, IL 61021-9110

815 / 288-5511

MEMORANDUM

TO: Board of Trustees

FROM: Dick Groharing

SUBJECT: March ICCTA Meeting and Workshop

The workshop on Friday afternoon was entitled "Excellence Through Quality Learning". Presentations were made on 1) Consortium On International Studies, 2) Interdisciplinary Studies, 3) Coordination of Accounting and Data Processing Curricula, and 4) Achieving Excellence in Business Divisions. I was particularly interested in the presentation on interdisciplinary studies. The basic concept is to teach 3 or 4 courses together, i.e. Art, History, and Philosophy, using the faculty for each course in a team situation.

During the State Relations Committee meeting Friday evening we discussed several bills which have been introduced in the state legislature. To date 61 bills have been introduced that would have an effect on community colleges. As yet the Illinois Nurses Assoc. has not found a sponsor for their bill. It seems that, at least for the present, the work we have been doing with the individual legislators is paying off. Support or oppose recommendations were made by the committee to the Board of Representatives during the meeting on Saturday morning.

On Saturday morning I attended the Executive committee meeting where discussed several items. The Financial Statement was reviewed, as was the new dues structure. The new mission statement of the ICCTA was approved for submission to the Board of Representatives. The tentative plans for the annual convention in June were reviewed and refined. We also approved the meeting sites for the 1987-88 year.

The guest speaker at the main meeting was Brigadier General William Meehan. General Meehan directs the recruiting activities of the regular army and the army reserves. With the aid of several very interesting charts and graphs, he showed the increase in effectiveness and general stability of the army since they raised their entrance level enlistment requirements. He also discussed the various scholarship programs available to enlistees. During the business portion of the meeting all of the standing committees made their progress reports. A great deal of the time was spent on both federal and state legislative matters. A resolution was passed urging the Governor and State Legislature to take the actions necessary to provide adequate funding for the support of Illinois community colleges.

BILLS PAYABLEMarch 23, 1987EDUCATION FUND

| | | | | |
|----------------|-----------------------------------|-----------------|-------|--------------------|
| 138-000-554 | VOID CHECK #8316 written December | -27.58 | | |
| 181-000-550 | x x | -11.20 | \$ | -38.78 |
| 191-000-535 | WARD MURRAY PACE & JOHNSON | Services | 8720 | 331.00 |
| 176-000-573 | COMMONWEALTH EDISON | Service | 8721 | 15.87 |
| 191-000-550 | BARRY BIELEMA | Travel | 8722 | 110.40 |
| | VOID CHECK | | 8723 | |
| | SVC PAYROLL FUND | 2-27-87 Payroll | 8724 | 198,253.87 |
| 176-000-575 | CENTRAL TELEPHONE CO. | Service | 8725 | 3,329.35 |
| 110-814-513.02 | FREEPORT MEMORIAL HOSPITAL | Comm. Serv. | 8726 | 632.81 |
| 110-811-513.02 | ROCKFORD ACADEMY OF TAE-KWON-DO | PED 143 | 8727 | 337.50 |
| 110-813-513.02 | SVCC FOUNDATION | Comm. Serv. | 8728 | 500.00 |
| 181-000-559 | AETNA LIFE & CASUALTY | Pres. Ins. | 8729 | 13.00 |
| | SVC PAYROLL FUND | 3-15-87 Payroll | 8730 | 186,053.73 |
| 100-000-421 | SVC RESTRICTED PURPOSES FUND | DCC Tuition | 8731 | 6,849.94 |
| 138-000-550 | RAMADA RENAISSANCE HOTEL | Conference | 8732 | 198.00 |
| 138-000-550 | ILASFAA | x x | 8733 | 135.00 |
| 110-812-550 | ZOLLIE HALL | Travel advance | 8734 | 207.90 |
| 120-000-534 | DIXON PUBLIC LIBRARY | Telecomm. | 8735 | 208.99 |
| 192-000-521 | PRUDENTIAL | March premium | 8736 | 24,625.78 |
| 192-000-521 | VOID CHECK #8717 written February | | | -24,960.56 |
| | | | | <hr/> \$396,803.80 |
| 8,000,541.01 | A C T INC | SUPPLIES | 8,737 | 625.00 |
| 8,000,541.01 | A S B O | DUES | 8,738 | 80.00 |
| 9,000,541.01 | ACCESS MEDIA SUPPLY | SUPPLIES | 8,739 | 62.04 |
| 2,000,544.01 | ACTIVISION ELECTRIC INC | SUPPLIES | 8,740 | 424.80 |
| 0,810,547.00 | THE AMBOY NEWS | PUB INFO | 8,741 | 71.25 |
| 0,814,541.01 | AMERICAN JOURNAL OF NURSING | SUBSCR | 8,742 | 26.00 |
| 8,000,541.01 | AMSTERDAM PRINTING & LITHO | SUPPLIES | 8,743 | 89.42 |
| 9,000,585.00 | ARCH ASSOCIATES CORP | EQUIP | 8,744 | 2,554.90 |
| 0,810,547.00 | ASHTON GAZETTE | PUB INFO | 8,745 | 166.95 |
| 2,000,545.00 | A.I.M.E. | BOOK | 8,746 | 17.00 |
| 1,030,541.02 | ARATEX SERVICES INC | SUPPLIES 29.62 | | |
| 1,071,541.02 | x x | 787.50 | 8,747 | 817.12 |
| 20-000-545 | BAKER & TAYLOR | BOOKS | 8,748 | 597.09 |
| 2,000,545.00 | BAKER & TAYLOR | BOOKS | | |
| 2,000,545.00 | ED BEATTY | BOOKS | 8,748 | 1,200.00 |
| 1,000,550.00 | RICHARD L BEHRENDT | TRAVEL 20.10 | | |
| 8,000,559.00 | x x | 300.00 | 8,751 | 320.10 |
| 1,030,541.02 | BEK TECH PRODUCTS | SUPPLIES | 8,752 | 34.50 |
| 1,030,541.02 | BENNETT WELDING SUPPLY | SUPPLIES | 8,753 | 16.00 |
| 8,000,550.00 | BESTWESTERN BRANDYWINE | LUNCHES | 8,754 | 15.00 |
| 2,000,545.00 | BETTER BOOKS CO | BOOKS | 8,755 | 150.00 |

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|--------------|-----------------------------|-----------------|-------|-----------|
| 0,000,544.01 | DICK BLICK | SUPPLIES | 8,756 | 207.39 |
| 1,000,550.00 | BRANDYWINE RESTAURANT | LUNCHES | 8,757 | 155.52 |
| 0,512,541.02 | BROUDE BROTHERS LIMITED | SUPPLIES | 8,758 | 33.95 |
| 8,000,541.01 | WM C BROWN PUBLISHERS | SUPPLIES | 8,759 | 34.95 |
| 0,410,541.02 | THE BURNELL CO INC | SUPPLIES | 8,760 | 48.00 |
| 0,300,541.02 | CADALYST | SUBSCR | 8,761 | 25.00 |
| 0,815,541.02 | CAMBRIDGE BOOK CO | SUPPLIES | 8,762 | 344.48 |
| 0,418,541.02 | CAPITOL PUBL CO | SUPPLIES | 8,763 | 100.00 |
| 0,600,541.02 | X CAROLINA BIOL SUPPLY | SUPPLIES | 8,764 | 39.98 |
| 0,300,541.02 | CARR LANE MFG CO | SUPPLIES | 8,765 | 53.03 |
| 6,000,541.01 | CASE PUBLIC ATION SALES | SUPPLIES | 8,766 | 12.00 |
| 0,300,541.02 | CHANEY ELECTRONICS INC | SUPPLIES | 8,767 | 22.40 |
| 5,000,550.00 | WALTER CLEVENGER | TRAVEL | 8,768 | 48.60 |
| 8,000,541.01 | COLLEGE BOARD PUBLICATIONS | SUPPLIES | 8,769 | 13.64 |
| 6,000,573.00 | COMMONWEALTH EDISON | SERVICE | 8,770 | 19,068.60 |
| 0,814,541.01 | C.H.P.N.I. | SUPPLIES | 8,771 | 12.50 |
| 0,813,541.02 | COPPINS LETTER SHOP | SUPPLIES | 8,772 | 24.00 |
| 1,000,556.00 | COUNTRY LANE ELORAL | FLOWERS | 8,773 | 30.00 |
| 0,810,547.00 | CROWN PRINTING | PUB INFO 25.34 | | |
| 1,000,541.01 | X X | SUPPLIES 58.50 | | |
| 8,000,541.01 | X X | 10.29 | 8,774 | 94.13 |
| 0,810,547.00 | RICHARD CULLOM | PUB INFO | 8,775 | 467.00 |
| 2,000,541.03 | CUMULATIVE INDEX TO NURSING | SUPPLIES | 8,776 | 168.00 |
| 0,810,547.00 | THE DAILY GAZETTE | PUB INFO 879.53 | | |
| 0,813,541.02 | X X | 107.20 | | |
| 2,000,554.00 | X X | 29.00 | 8,777 | 1,015.73 |
| 2,000,585.00 | DIESEL INJECTION SERVICE | EQUIPMENT | 8,778 | 760.00 |
| 0,300,541.02 | DIXON GARAGE SUPPLY | SUPPLIES 34.62 | | |
| 0,300,534.00 | X X | SERVICE 19.60 | 8,779 | 54.22 |
| 3,800,541.01 | R K DIXON CO | SUPPLIES | 8,780 | 94.99 |
| 0,300,534.00 | DIXON METAL SPECIALTIES | BLDG USE | 8,781 | 860.00 |
| 2,000,534.00 | DIXON PUBLIC LIBRARY | TELECOMM | 8,782 | 208.99 |
| 0,810,547.00 | THE ECHO | PUB INFO | 8,783 | 96.75 |
| 2,000,550.00 | ROBERT EDISON | TRAVEL | 8,784 | 300.46 |
| 0,818,550.00 | DONALD FOSTER | TRAVEL | 8,785 | 321.10 |
| 0,512,541.02 | MARK FOSTER MUSIC CO | SUPPLIES | 8,786 | 71.47 |
| 0,810,547.00 | FULTON PRESS INC | PUB INFO 75.40 | | |
| 0,813,541.02 | X X | COMM SERV 34.80 | 8,787 | 110.20 |
| 0,800,541.02 | GP TECHNOLOGIES INC | SUPPLIES 7.49 | | |
| 3,800,541.01 | X X | 7.49 | 8,788 | 14.98 |
| 2,000,541.03 | GAYLORD BROS INC | SUPPLIES | 8,789 | 33.25 |
| 0,810,550.00 | RALPH GELANDER | TRAVEL | 8,790 | 63.40 |
| 0,512,534.00 | VINCENT E GILBERT | PIANO TUNING | 8,791 | 150.00 |
| 0,711,541.02 | GINDERS HOSPITAL SUPPLY | SUPPLIES | 8,792 | 113.39 |
| 2,000,529.00 | CAROL GUSCHL | TUITION REIMB | 8,793 | 226.00 |
| 0,814,550.00 | CAROL HANN | TRAVEL | 8,794 | 70.40 |
| 0,812,550.00 | ZOLLIE HALL | TRAVEL | 8,795 | 46.78 |
| 1,000,550.00 | ALAN HARDERSEN | TRAVEL | 8,796 | 111.60 |

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|------------|----------------------------|--------------------|-------|----------|
| 010,547.00 | HASKELLS | SUPPLIES 73.99 | | |
| 012,541.01 | X X | 19.30 | | |
| 000,541.01 | X X | 139.00 | | |
| 000,541.01 | X X | 343.81 | | |
| 000,541.01 | X X | 93.16 | | |
| 000,541.01 | X X | 371.85 | | |
| 000,585.00 | X X | 279.90 | 8,797 | 1,321.01 |
| 013,541.02 | JOAN HERMES | SUPPLIES | 8,798 | 14.65 |
| 000,541.01 | THE HIGHSMITH CO | SUPPLIES | 8,799 | 305.34 |
| 013,550.00 | DEBBIE HILL | TRAVEL | 8,800 | 88.00 |
| 010,547.00 | HOMETOWN NEWSPAPERS | PUB INFO | 8,801 | 75.60 |
| 000,534.00 | I B M CORP | SERVICE 308.42 | | |
| 000,537.00 | X X | 101.25 | | |
| 000,534.01 | X X | 264.00 | 8,802 | 673.67 |
| 000,534.01 | I B M CORP | SERVICE 3669.88 | | |
| 000,541.01 | X X | SUPPLIES 12.00 | 8,803 | 3,681.88 |
| 000,575.00 | ILLINOIS BELL TELEPHONE | SERVICE | 8,804 | 243.60 |
| 000,541.03 | THE INSTITUTE FOR RESEARCH | SUPPLIES | 8,805 | 26.96 |
| 000,541.01 | JOHNSON & STALEY | SUPPLIES | 8,806 | 794.41 |
| 000,549.00 | JOSTENS | DIPLOMAS | 8,807 | 259.52 |
| 010,547.00 | KROS BROADCASTING | PUB INFO | 8,808 | 116.50 |
| 000,541.02 | KENT MOORE TOOL GROUP | SUPPLIES | 8,809 | 20.77 |
| 000,593.00 | KISHWAUKEE COLLEGE | CHARGE BACK | 8,810 | 435.60 |
| 000,541.02 | KLAUS RADIO INC | SUPPLIES 372.12 | | |
| 000,544.01 | X X | 404.19 | 8,811 | 776.31 |
| 000,550.00 | KLOCKES | LUNCHES | 8,812 | 34.00 |
| 014,534.00 | L & L XRAY SERVICE INC | REPAIRS | 8,813 | 509.75 |
| 015,541.02 | LIONS MARTIAL ARTS SUPPLY | SUPPLIES | 8,814 | 176.84 |
| 000,541.01 | LONGMAN TRADE-USA | SUPPLIES | 8,815 | 4.90 |
| 000,541.02 | LOTUS DEVELOPMENT CORP | SUPPLIES | 8,816 | 2,392.95 |
| 013,541.02 | JACK P MCCLELLAN | SUPPLIES | 8,817 | 14.75 |
| 000,541.01 | MCLENNONS INC | SUPPLIES | 8,818 | 60.53 |
| 000,544.01 | 3M TDZ8441 | SUPPLIES | 8,819 | 607.29 |
| 000,541.01 | M DATA | SUPPLIES S | 8,820 | 255.00 |
| 000,541.02 | MARCRAFT | SUPPLIES | 8,821 | 10.00 |
| 000,550.00 | RONALD MARLIER | TRAVEL | 8,822 | 7.60 |
| 000,544.01 | MARKETPLACE LABELS | SUPPLIES | 8,823 | 45.07 |
| 014,541.02 | C V MOSBY CO | SUPPLIES | 8,824 | 556.04 |
| 000,534.00 | MUELLER A V | SERVICE 17.50 | | |
| 000,541.02 | X X | SUPPLIES 22.50 | | |
| 000,534.00 | X X | 93.10 | | |
| 000,544.01 | X X | 158.22 | | |
| 000,585.00 | X X | EQUIP 1005.76 | 8,825 | 1,297.08 |
| 000,542.00 | MULTIGRAPHICS | SUPPLIES | 8,826 | 519.05 |
| 000,534.01 | NCR CORPORATION | MAINT | 8,827 | 587.90 |
| 000,541.02 | NASCO | SUPPLIES | 8,828 | 83.79 |
| 011,541.02 | NATL COMM FOR CLINICAL LAB | STANDARDS SUPPLIES | 8,829 | 30.00 |
| 000,545.00 | NICKELODEON RECORDS | RECORDS | 8,830 | 58.42 |
| 000,545.00 | N I L R C | BOOKS | 8,831 | 452.22 |
| 000,534.00 | NORTHERN ILL LIBRARY SYS | MAINT | 8,832 | 126.63 |
| 000,541.02 | NORTHERN ILL UNIV | SUPPLIES | 8,833 | 30.25 |

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|-----------|---------------------------|--------------------|-------|----------|
| 00,550.00 | CHARLES OSTER | TRAVEL | 8,834 | 79.90 |
| 00,541.01 | PACIFIC COMPUTER PRODUCTS | SUPPLIES | 8,835 | 59.59 |
| 16,541.02 | PEORIA PRODUCTION SHOP | SUPPLIES | 8,836 | 235.80 |
| 00,537.00 | PETERSON OFFICE SERVICE | MAINT 53.50 | | |
| 00,541.01 | X X X | SUPPLIES 24.46 | | |
| 00,537.00 | X X X | 282.00 | 8,837 | 359.96 |
| 00,550.00 | ALAN PFEIFER | TRAVEL | 8,838 | 5.00 |
| 10,547.00 | PORTERS CAMERA STORE | PUB INFO | 8,839 | 162.47 |
| 00,541.02 | PRYOR | SUPPLIES | 8,840 | 41.24 |
| 00-541.01 | PUBLISHERS TEST SERVICE | SUPPLIES | 8,841 | 32.58 |
| 00,544.01 | RADIO SHACK | SUPPLIES | 8,842 | 19.66 |
| 00,541.02 | ROCKFORD TRUCK SALES INC | SUPPLIES | 8,843 | 143.15 |
| 10,547.00 | ROCK RIVER PRINTERS INC | PUB INFO | 8,844 | 1,930.00 |
| 10,547.00 | ROCK VALLEY REVIEW | PUB INFO | 8,845 | 30.00 |
| 10,547.00 | ROYAL PUBLISHING CO | PUB INFO | 8,846 | 155.00 |
| 00,541.02 | SVC BOOKSTORE | SUPPLIES 6.51 | | |
| 00,541.02 | X X | 5.16 | | |
| 00,541.02 | X X | 19.69 | | |
| 18,541.02 | X X | 14.30 | | |
| 00,541.02 | X X | 22.32 | | |
| 00,541.02 | X X | 12.73 | | |
| 11,541.02 | X X | 21.57 | | |
| 12,541.02 | X X | 1.18 | | |
| 00,541.02 | X X | 1.34 | | |
| 15,541.02 | X X | 6.82 | | |
| 10,547.00 | X X | 7.41 | | |
| 13,541.02 | X X | 8.44 | | |
| 15,541.02 | X X | 298.48 | | |
| 18,541.02 | X X | 9.42 | | |
| 00,544.01 | X X | 5.53 | | |
| 00,541.01 | X X | 80.61 | | |
| 00,541.01 | X X | 21.63 | | |
| 00,541.01 | X X | 1.26 | | |
| 00,541.01 | X X | 1.19 | 8,847 | 545.59 |
| 00,541.02 | SVC BUILDING FUND | SUPPLIES 5.15 | | |
| 00,550.00 | X X | USE OF TRUCK 28.21 | 8,848 | 33.36 |
| 00,541.02 | SBM EQUIPMENT CENTER | SUPPLIES 48.00 | | |
| 11,541.02 | X X X | 28.00 | | |
| 16,541.02 | X X X | 28.00 | | |
| 00,541.03 | X X X | 6.96 | | |
| 00,541.01 | X X | 40.00 | | |
| 00,541.01 | X X | 11.50 | | |
| 00,541.01 | X X X | 733.50 | 8,849 | 895.96 |
| 00,550.00 | JOHN SAGMOE | TRAVEL | 8,850 | 36.50 |
| 00,541.02 | THE SCOPE SHOP PE INC | SUPPLIES | 8,851 | 27.90 |
| 11,550.00 | MICHAEL SEGUIN | TRAVEL | 8,852 | 28.70 |
| 18,550.00 | SERVOMATION CORP | MEETING 45.00 | | |
| 12,550.00 | X X | 116.90 | | |
| 00,556.00 | X X | 18.00 | | |
| 00,550.00 | X X | 30.00 | | |
| 00,554.00 | X X | 309.00 | 8,853 | 518.90 |

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|--------------|---------------------------|-------------------|-------|-----------|
| 0,714,541.02 | SHELDON ENTERPRISES INC | SUPPLIES | 8,854 | 40.50 |
| 1,000,550.00 | SHELL OIL CO | PRES TRAVEL | 8,855 | 53.51 |
| 0,714,550.00 | STANLEY SHIPPERT | TRAVEL | 8,856 | 142.80 |
| 2,000,541.01 | SLAGLE PRINTING | SUPPLIES | 8,857 | 62.00 |
| 0,000,544.01 | STERLING CAMERA CENTER | SUPPLIES | 8,858 | 3.72 |
| 0,712,541.02 | STONY POINT LAUNDRY | SUPPLIES 17.02 | | |
| 0,713,541.02 | X X | 17.03 | 8,859 | 34.05 |
| 1,000,556.00 | SWARTLEYS | PRES RECEP | 8,860 | 77.00 |
| 0,000,550.00 | ROBERT THOMAS | TRAVEL | 8,861 | 4,204.16 |
| 2,000,585.00 | THOMPSON ELECTRONICS | EQUIPMENT | 8,862 | |
| 2,000,541.01 | THOMPSON PUBLISHING GROUP | SUPPLIES | 8,863 | 146.00 |
| 0,815,541.02 | TIME EDUCATION CENTER | SUPPLIES | 8,864 | 196.00 |
| 0,300,541.02 | THE TIMKEN CO | SUPPLIES | 8,865 | 50.00 |
| 0,700,593.00 | TRITON COLLEGE | CHARGE BACK | 8,866 | 874.16 |
| 0,500,534.02 | UARCO | MAINT 62.15 | | |
| 0,500,541.01 | X X | SUPPLIES 93.90 | 8,867 | 156.05 |
| 0,600,541.02 | UNIV OF MICHIGAN | SUPPLIES | 8,868 | 40.02 |
| 0,600,541.02 | UNIV OF WISC EXTENSION | SUPPLIES | 8,869 | 28.21 |
| 0,500,534.01 | UNIQUE COMPUTER | MAINT 600.00 | | |
| 0,500,541.01 | X X | SUPPLIES 44.95 | 8,870 | 644.95 |
| 0,316,541.02 | UNIV OF ILLINOIS | SUPPLIES 18.00 | | |
| 0,400,541.02 | X X | 96.00 | | |
| 0,500,541.02 | X X | 29.00 | 8,871 | 143.00 |
| 0,200,585.00 | VIDEO MIDWEST | EQUIPMENT | 8,872 | 3,032.50 |
| 0,810,547.00 | W C C I | PUB INFO | 8,873 | 351.00 |
| 0,810,547.00 | W N SPUBLICATIONS | PUB INFO | 8,874 | 131.25 |
| 0,810,547.00 | W R H L RADIO | PUB INFO | 8,875 | 175.00 |
| 0,500,541.01 | WALLACE COMPUTER SERVICE | SUPPLIES | 8,876 | 147.97 |
| 0,810,547.00 | THE WALNUT LEADER | PUB INFO | 8,877 | 50.75 |
| 0,418,541.02 | WAVELAND PRESS INC | SUPPLIES | 8,878 | 16.95 |
| 0,714,541.02 | WAYNE INC | SUPPLIES | 8,879 | 304.94 |
| 0,117,534.00 | WHITESIDE AREA VOC CENTER | FOOD SERV-220.00 | 8,880 | 1,440.00 |
| 0-300-534 | x x x x | VOC. ED. - 720.00 | | |
| 0,000,541.01 | XEROX CORP | SUPPLIES | 8,881 | 488.06 |
| 0,300,541.02 | SVC PETTY CASH | SUPPLIES 8.59 | | |
| 0,811,541.01 | X X | 1.20 | | |
| 0,813,541.02 | X X | 2.39 | | |
| 0,600,575.00 | X X | 1.68 | 8,882 | 13.86 |
| | SVC IMPREST FUND | MISC EXPENSES | 8,883 | 1,209.24 |
| 0,200,521.00 | PRUDENTIAL | APRIL PREMIUM | 8,884 | 24,625.78 |

TOTAL BILLS

95,033.30

Checks #8720 - 8736 and void check

396,803.80

TOTAL EDUCATION FUND FOR MARCH

\$491,837.14

SITE AND CONSTRUCTION FUND

| | | | | |
|---------------------------------------|-------------------------|---------------|-----|------------|
| 1390-000-582.01 | COMMONWEALTH EDISON CO. | College Signa | 773 | \$2,510.00 |
| TOTAL SITE AND CONSTRUCTION FOR MARCH | | | | \$2,510.00 |

BUILDING FUND

| | | | | |
|--------------|----------------------------|----------------|-------|----------|
| 0,000,541.04 | ACE HARDWARE | SUPPLIES | 1,083 | 72.54 |
| 0,000,541.04 | COMPRESSORS AND COMPONENTS | SUPPLIES | 1,084 | 31.85 |
| 0,000,541.04 | CRESCENT ELECTRIC SUPPLY | SUPPLIES | 1,085 | 70.12 |
| 0,000,541.04 | DIXON PAINT CO | SUPPLIES | 1,086 | 129.23 |
| 0,000,541.04 | GABRIEL SERVICE & SUPPLY | SUPPLIES | 1,087 | 164.22 |
| 0,000,550.00 | GLADYS GUNTLE | TRAVEL | 1,088 | 13.20 |
| 0,000,541.04 | HASKELLS | SUPPLIES | 1,089 | 227.96 |
| 0,000,541.04 | HOYLE ROAD EQUIP CO | SUPPLIES | 1,090 | 228.49 |
| 0,000,541.04 | JOHNSTONE SUPPLY | SUPPLIES | 1,091 | 74.53 |
| 0,000,541.04 | STERLING QUALITY KITCHENS | SUPPLIES | 1,092 | 305.00 |
| 0,000,534.00 | TED KREIN | REPAIRS | 1,093 | 165.00 |
| 0,000,541.04 | LEE F S INC | SUPPLIES | 1,094 | 875.47 |
| 0,000,541.04 | LINDS PRINTING SERVICE | SUPPLIES | 1,095 | 120.46 |
| 0,000,541.04 | LIQUI SYSTEMS INC | SUPPLIES | 1,096 | 24.65 |
| 0,000,541.04 | JOHN A LOOS SONS | SUPPLIES | 1,097 | 69.84 |
| 0,000,534.00 | LYSTADS | SERVICE | 1,098 | 75.00 |
| 0,000,541.04 | MCCORMICKS FLORAL & GARDEN | SUPPLIES | 1,099 | 774.53 |
| 0,000,534.00 | DAVID MAYES | SEWAGE TESTING | 1,100 | 190.00 |
| 0,000,534.00 | MONTGOMERY ELEVATOR CO | SERVICE | 1,101 | 469.96 |
| 0,000,541.04 | MORGAN SERVICES | SUPPLIES | 1,102 | 106.64 |
| 1,000,571.00 | NORTHERN ILL GAS CO | SERVICE | 1,103 | 9,048.95 |
| 1,000,571.00 | NORTHERN ILL GAS CO | SERVICE | 1,104 | 129.11 |
| 0,000,534.00 | NEW HOLLAND INC | REPAIRS | 1,105 | 562.21 |
| 0,000,541.04 | OLIN WATER SERVICES | SUPPLIES | 1,106 | 2,269.21 |
| 0,000,541.04 | ROCHESTER MIDLAND CORP | SUPPLIES | 1,107 | 499.95 |
| 0,000,534.00 | ROCK VALLEY DISPOSAL | SERVICE | 1,108 | 102.70 |
| 0,000,541.04 | SVC EDUCATION FUND | SUPPLIES | 1,109 | 26.50 |
| 0,000,541.04 | SBM EQUIPMENT CENTER | SUPPLIES | 1,110 | 11.01 |
| 0,000,541.04 | WALDSCHMIDT REPAIR | SUPPLIES | 1,111 | 14.50 |
| 0,000,541.04 | WATER MAINTENANCE SERV | SUPPLIES | 1,112 | 81.50 |
| 0,000,541.04 | WISCONSIN TURF EQUIP CO | SUPPLIES | 1,113 | 47.25 |
| 0,000,541.04 | WILCO RENTAL INC | SUPPLIES | 1,114 | 25.65 |
| 0,000,541.04 | WOODS | SUPPLIES | 1,115 | 170.25 |
| 0,000,541.04 | SVC IMPREST FUND | MISC EXPENSES | 1,116 | 6.00 |
| 0,000,541.04 | SVC PETTY CASH FUND | SUPPLIES | 1,117 | 2.55 |

TOTAL BUILDING FUND FOR MARCH

17,186.05

INSURANCE FUND

| | | | | |
|--------------------------------|---------------------|--------------------|-----|---------------|
| 1292-000-527 | DIXON NATIONAL BANK | 2/27 Medicaire | 132 | \$330.49 |
| 1292-000-527 | SVC EDUCATION FUND | Reimburse Medicare | | |
| | | To Date | 145 | 4,811.85 |
| 1292-000-527 | DIXON NATIONAL BANK | 3/15 Medicaire | 146 | <u>807.26</u> |
| TOTAL INSURANCE FUND FOR MARCH | | | | \$5,949.60 |

IMPREST FUND


| | | | | |
|----------------|---------------------------------------|-----------------|------|-----------------|
| 270-000-541.04 | VOID CHECK | | 7789 | \$ -19.00 |
| 192-000-544.02 | UNITED PARCEL SERVICE | Service | 7854 | 110.38 |
| 181-000-550 | GENERAL SERVICES DEPARTMENT | Workshop | 7855 | 175.00 |
| 181-000-550 | RICHARD L. BEHRENDT | Travel | 7856 | 10.25 |
| 196-000-550 | CHICAGO AMA | Seminar | 7857 | 30.00 |
| 110-711-541.02 | NORTHERN ILL. UNIVERSITY (IAAHP) | Dues - 16.67 | | |
| 110-713-541.02 | x x x | xx 16.67 | | |
| 110-714-541.02 | x x x | xx 16.66 | 7858 | 50.00 |
| 192-000-544.02 | UNITED PARCEL SERVICE | Service | 7859 | 53.18 |
| 110-811-541.01 | MICHAEL SEGUIN | Supplies | 7860 | 8.65 |
| 195-000-541.01 | COBANE AIR FREIGHT & EXPRESS | Freight charges | 7861 | 27.50 |
| 120-000-545 | ROBERT THOMAS | Records | 7862 | 39.59 |
| 182-000-541.01 | CENTER FOR THE STUDY OF EDUC. FINANCE | Book | 7863 | 12.00 |
| 120-000-545 | HEALTH EDUCATION PROGRAMS | Book | 7864 | 30.00 |
| 120-000-541.03 | ALA GRAPHICS | Supplies | 7865 | 20.00 |
| 110-300-541.02 | WORKSHOPS (DRI) | Supplies | 7866 | 67.66 |
| 120-000-545 | COMPREHENSIVE HEALTH PLANNING OF | | | |
| | NORTHWEST ILLINOIS | Book | 7867 | 17.50 |
| 192-000-544.02 | UNITED PARCEL SERVICE | Service | 7868 | 33.17 |
| 191-000-550 | JO ANN BABEL | Supplies | 7869 | 16.95 |
| 181-000-541.01 | KIPLINGER WASHINGTON EDITORS BOOKS | Book | 7870 | 10.95 |
| 270-000-541.04 | ROBERT LOGEMANN | Gas for van | 7871 | 13.00 |
| 110-300-541.02 | HARBOR FREIGHT SALVAGE CO. | Supplies | 7872 | 57.89 |
| 110-300-541.02 | FARM AND FLEET | Supplies | 7873 | 10.65 |
| 110-500-550 | UNIVERSITY OF ILLINOIS | Conference | 7874 | 10.00 |
| 110-814-550 | LOIS MARSH-Rockford Hospital | Convention | 7875 | 30.00 |
| 192-000-544.02 | UNITED PARCEL SERVICE | Service | 7876 | 32.11 |
| 110-300-541.02 | FARM AND FLEET | Supplies | 7877 | 42.45 |
| 110-812-550 | ZOLLIE HALL | Supplies | 7878 | 9.06 |
| | VOID CHECK | | 7879 | |
| 131-000-550 | ALAN HARDERSEN | Recruitment | 7880 | 126.54 |
| 138-000-550 | A C T | Conference | 7881 | 25.00 |
| 110-300-541.02 | SERVICE PUBLICATIONS | Supplies | 7882 | 70.00 |
| 138-000-550 | NORTHERN ILL. UNIVERSITY | Conference | 7883 | 15.00 |
| 192-000-544.02 | POSTMASTER | Bulk mailing | 7884 | 67.76 |
| 270-000-541.04 | ROCK RIVER RAYNOR | Supplies | 7885 | 12.04 |
| | | | | <u>1,215.28</u> |


EDUCATION FUND - 1209.24

BUILDING FUND - 6.04

Balance in fund - 1808.72
 isbursements - 1215.28
 Total in fund - 3024.00

SAUK VALLEY COLLEGE

APPROVED BY 
PRESIDENT


SECRETARY

DATE 3/23/87

TREASURER'S REPORT

February 28, 1987

EDUCATION FUND

Balance on Hand January 31, 1987 \$ 243,562.85

Receipts:

| | | |
|-------------------------|------------------|-------------------|
| Investments | 75,000.00 | |
| Taxes | 6,802.84 | |
| Charge-Back Revenue | 5,412.82 | |
| Federal Work Study | 20,959.36 | |
| Fall Tuition | 65,230.40 | |
| Graduation Fees | 850.00 | |
| Transcript Fees | 191.00 | |
| Laboratory Fees | 14,655.60 | |
| Interest on Investments | 9,494.95 | |
| Other Revenue | 972.61 | |
| Expenditure Credits | <u>19,399.50</u> | <u>218,969.08</u> |

Total Available \$ 462,531.93

Disbursements:

| | | |
|-----------------------|-----------------|-------------------|
| Expenses for February | 423,712.32 | |
| Investments | <u>9,494.95</u> | <u>433,207.27</u> |

Balance on Hand February 28, 1987 \$ 29,324.66

BUILDING FUND

Balance on Hand January 31, 1987 \$

Receipts:

| | | |
|---------------------|--------------|---------------|
| Taxes | 833.07 | |
| Other Revenue | 125.00 | |
| Expenditure Credits | <u>10.30</u> | <u>968.37</u> |

Total Available \$ 24,792.03

Disbursements:

| | | |
|-----------------------|--|------------------|
| Expenses for February | | <u>14,702.91</u> |
|-----------------------|--|------------------|

Balance on Hand February 28, 1987 \$ 10,089.12

BOND AND INTEREST FUND

Balance on Hand January 31, 1987 \$ 11,422.28

Receipts:

| | | |
|-------------------------|-----------------|-------------------|
| Investments | 155,684.27 | |
| Interest on Investments | <u>4,529.35</u> | <u>160,213.62</u> |

Total Available \$ 171,635.90

Disbursements:

| | | |
|-------------|--|-------------------|
| Investments | | <u>161,933.47</u> |
|-------------|--|-------------------|

Balance on Hand February 28, 1987 \$ 9,702.43

WORKING CASH FUND

Balance on Hand January 31, 1987 \$ 53,350.81

Receipts:

| | | |
|-------------------------|--|-----------------|
| Interest on Investments | | <u>3,781.14</u> |
|-------------------------|--|-----------------|

Total Available \$ 57,131.95

Disbursements:

-0-

Balance on Hand February 28, 1987 \$ 57,131.95

AUDIT FUND

Balance on Hand January 31, 1987 \$ 11,677.23

Receipts:

| | | |
|-------------------------|---------------|---------------|
| Taxes | 78.88 | |
| In lieu of Taxes | 6.22 | |
| Interest on Investments | 52.71 | |
| Expenditure Credits | <u>250.00</u> | <u>387.81</u> |

Total Available \$ 12,065.04

Disbursements:

-0-

Balance on Hand February 28, 1987 \$ 12,065.04

INSURANCE FUND

Balance on Hand January 31, 1987 \$ 70,911.47

Receipts:

| | | |
|-------------------------|-----------------|-----------------|
| Taxes | 221.32 | |
| In Lieu of Taxes | 17.45 | |
| Interest on Investments | 306.24 | |
| Expenditure Credits | <u>2,553.78</u> | <u>3,098.79</u> |

Total Available \$ 74,010.26

Disbursements:

Expenses for February 38,019.16

Balance on Hand February 28, 1987 \$ 35,991.10

SITE AND CONSTRUCTION FUND

Balance on Hand January 31, 1987 \$ 8,907.37

Receipts:

| | | |
|------------------------------|-----------------|------------------|
| State Grants & Contributions | 7,108.00 | |
| Interest on Investments | <u>5,634.66</u> | <u>12,742.66</u> |

Total Available \$ 21,650.03

Disbursements:

Expenses for February 15,421.00

Balance on Hand February 28, 1987 \$ 6,229.03

* * * * *

FUNDS INVESTED

| | | | | |
|------------------------|----------------|----------|---------|---------------------|
| Central National Bank | S & C/W.C. | Variable | | \$1,377,994.25 |
| Dixon National Bank | S & C | 5.90 | 5-27-87 | 186,665.89 |
| Farmers National Bank | S & C | 6.00 | 8-7-87 | 105,000.00 |
| First National Bank | S & C | 5.70 | 3-31-87 | 75,000.00 |
| First National Bank | S & C | 5.90 | 3-3-87 | 130,873.61 |
| United States Treasury | B & I #1 | 5.70 | 2-26-87 | 370,160.64 |
| United States Treasury | B & I #1 | 5.49 | 5-28-87 | 161,933.47 |
| Dixon National Bank | Working Cash | 5.90 | 7-4-87 | 208,731.34 |
| Dixon National Bank | Working Cash | 5.90 | 6-29-87 | 290,063.24 |
| Whiteside Co. Bank | Working Cash | Variable | | 100,000.00 |
| United States Treasury | Working Cash | 5.41 | 5-28-87 | 486,399.86 |
| Rock Falls National | Education | Variable | | <u>1,014,299.72</u> |
| | TOTAL INVESTED | | | \$4,507,122.02 |

SAUK VALLEY COMMUNITY COLLEGE

STUDENT LOAN FUND

Period Ending 2/28/87

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

ASSETS:

| | |
|------------------------|--------------------|
| Cash in Bank | \$ 2,792.95 |
| Notes Receivable | 9,367.00 |
| | <u>\$12,159.95</u> |

LIABILITIES & NET WORTH:

| | | |
|-------------------|-----------------|--------------------|
| Fund Equity | \$7,253.25 | |
| Net Profit | <u>4,906.70</u> | <u>\$12,159.95</u> |

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

INCOME

| | | |
|---------------------------|-----------------|------------|
| Interest Income | \$ 193.90 | |
| Bad Debts Repaid | 165.80 | |
| Contribution Income | <u>5,000.00</u> | \$5,359.70 |

EXPENSES:

| | |
|-----------------|--------|
| Bad Debts | 453.00 |
|-----------------|--------|

| | |
|-------------------------|-------------------|
| <u>NET PROFIT</u> | <u>\$4,906.70</u> |
|-------------------------|-------------------|

SAUK VALLEY COMMUNITY COLLEGE

E.O.G. WORKSTUDY FUND

Period Ending February 28, 1987

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

| | | |
|--|---------------------|---------------------|
| Cash On Hand | \$265,238.60 | |
| Interfund Loans. | | \$ 7,500.00 |
| Workstudy Awards Receivable from Fed. Gov. 1986-87 | 73,530.25 | |
| Workstudy Awards Capital 1986-87 | | 170,658.00 |
| Workstudy Awards Paid 1986-87. | 110,734.91 | |
| E.O.G. Awards Receivable from Fed. Gov. 1986-87. | 40,151.00 | |
| Initial E.O.G. Awards Capital 1986-87. | | 33,292.00 |
| Initial E.O.G. Awards Paid 1986-87 | 9,147.00 | |
| Renewal E.O.G. Awards Capital 1986-87. | | 27,049.00 |
| Renewal E.O.G. Awards Paid 1986-87 | 10,284.49 | |
| PELL Grant Awards Receivable from Fed. Gov. 1986-87. | (48,734.00) | |
| PELL Grant Awards Capital 1986-87. | | 511,538.00 |
| PELL Grant Awards Paid 1986-87 | 272,051.25 | |
| Inactive Federal Grants. | 17,633.50 | |
| | <u>\$750,037.00</u> | <u>\$750,037.00</u> |

SAUK VALLEY COMMUNITY COLLEGE BOOKSTORE

Period Ending 2-28-87

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

ASSETS:

| | |
|--|---------------------|
| Cash in Bank | \$ 68,408.86 |
| Petty Cash | 500.00 |
| Investments | 73,638.33 |
| Accounts Receivable - Educational Fund | 413.13 |
| Inventory 6-30-86 | 112,944.03 |
| | <u>\$255,904.35</u> |

LIABILITIES & NET WORTH:

| | |
|---|---------------------|
| Accounts Payable - Student Activity Fund | \$ 4,838.00 |
| Fund Equity | \$342,131.20 |
| Fund Transfer | (75,000.00) |
| Net Loss | <u>(16,064.85)</u> |
| | 251,066.35 |
| | <u>\$255,904.35</u> |

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

INCOME:

| | | |
|---------------------------|-----------------|--------------|
| Textbooks Sales | \$201,846.60 | |
| Supply Sales | 22,008.67 | |
| Miscellaneous Sales | 15,393.26 | |
| Paperback Sales | 4,204.04 | |
| Used Book Sales | 22,538.66 | |
| Sales Tax Collected | 15,104.01 | |
| Other Income | 144.29 | |
| Investment Income | <u>2,859.80</u> | \$284,099.33 |

EXPENSES:

| | | |
|------------------------------|--------------|------------|
| Textbooks Purchased | \$196,637.63 | |
| Supplies Purchased | 20,362.12 | |
| Miscellaneous Purchased | 12,875.51 | |
| Paperbacks Purchased | 3,383.58 | |
| Used Books Purchased | 17,648.19 | |
| Sales Tax Paid | 14,657.37 | |
| Salaries & Wages | 24,894.12 | |
| Transportation Charges | 5,798.37 | |
| Supply Expenses | 1,980.28 | |
| Equipment | 215.00 | |
| Travel | 483.85 | |
| Telephone | 355.22 | |
| Dues & Subscriptions | 75.00 | |
| Other Expense | 728.89 | |
| Over & Under | (2.29) | |
| Bad Debts | <u>71.34</u> | 300,164.18 |

NET LOSS on a cash basis without regard to inventory or
accounts payable \$(16,064.85)

SAUK VALLEY COMMUNITY COLLEGE

RESTRICTED PURPOSES FUND

January 31, 1987

| | |
|--------------------------------------|---------------------|
| Balance on Hand - January 1, 1987 | \$461,848.43 |
| Journal Voucher | (29.00) |
| Void Check #8830 Issued 9/4/86 | 146.00 |
| Cash Over - January 5, 1987 Deposit | 16.00 |
| Cash Over - January 13, 1987 Deposit | 3.00 |
| January Receipts | <u>447,107.59</u> |
| TOTAL FUNDS AVAILABLE DURING JANUARY | \$909,092.02 |
| Cash Disbursements - January | <u>533,693.63</u> |
| Balance on Hand - January 31, 1987 | <u>\$375,398.39</u> |

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

| | |
|--------------------------------------|--------------------|
| Comprehensive Fee Income | \$ 4,864.99 |
| Athletic Income | 527.00 |
| Drama Income | |
| Student Activity Income | 1,113.50 |
| Student Newspaper Income | |
| Film Income | |
| Cash Over & Under | 15.89 |
| Other Income - Student Activity Only | <u>3.00</u> |
| TOTAL INCOME | <u>\$ 6,524.38</u> |

| | <u>BUDGET</u> | <u>EXPENSE</u> | |
|--------------------------------|------------------|----------------------|---------------------|
| Athletic Expense | \$18,200. | \$11,433.85 | |
| Cheerleader & Pom Pon Squad | 850. | 491.99 | |
| Speech Act. & Readers Theatre | 3,000. | 2,723.13 | |
| Music Expense | 3,500. | 879.50 | |
| Student Act. Exp/Cultural-Soc. | 10,250. | 7,318.47 | |
| Student Senate Exp. | 2,500. | 516.91 | |
| Womens Intercoll. Exp. | 14,000. | 9,735.77 | |
| SVC Clubs | 200. | 200.00 | |
| Drama Expense | 700. | -0- | |
| Contingencies/Non-Budgeted | -0- | -0- | |
| | <u>\$53,200.</u> | <u>TOTAL EXPENSE</u> | <u>\$ 33,299.62</u> |

| | |
|--|-----------------------------|
| Excess of Expenditures Over Revenue, as of January 31, 1987 | <u><u>\$(26,775.24)</u></u> |
|--|-----------------------------|

STATEMENT OF ASSETS AND LIABILITIES

| ASSETS | | REVOLVING AGENCY FUND LIABILITIES | | AMOUNT |
|--------------|--------------|-----------------------------------|-------------|--------------|
| Cash in Bank | \$375,398.39 | Due Educational Fund | \$ 2,549.45 | |
| Petty Cash | 850.00 | Due Building Fund | 125.00 | |
| Accts. Rec. | 379,925.49 | Due Student Loan Fund | 1,337.03 | |
| Investments | 100,000.00 | Due Bookstore | -0- | |
| | | Out of District Fees | 5,412.82 | |
| | | Student Tuition | 742,330.00 | |
| | | Lab Fees | 29,201.30 | |
| | | Tuition Refunds | (37,941.60) | |
| | | Lab Fees Refunds | (1,491.80) | \$741,522.20 |

RESTRICTED AGENCY FUND LIABILITIES

| | |
|---------------------------------|---------------|
| Child Care Operations | \$ (6,659.59) |
| Parking | 4,351.04 |
| Recreation Room Fund | 7,461.74 |
| Student Locker Fund | 640.33 |
| Community Services | 7,157.74 |
| Dislocated Steelworkers Gt. | 1,415.66 |
| Photography Supplies | 24.86 |
| Procurement Assistance Gt. | (50.10) |
| Collegiate Choir | 337.20 |
| LPN Supplies | 570.11 |
| Ill. Interpretation Workshop | 164.03 |
| Ill. Arts Council Gt. | (734.74) |
| Nursing Uniforms | 180.35 |
| JTPA/CAED Gt. FY 87 | (878.10) |
| Indochinese Gt. FY 87 | (10,415.62) |
| HITS Gt. | -0- |
| HITS Gt. - Dumarco | 15,821.00 |
| HITS Gt. - Conny's Kitchen | 16.20 |
| HITS Gt. - Midas Muffler | 9.00 |
| HITS Gt. - NW Steel | (16,911.31) |
| HITS Gt. - Buffalo Agcy | -0- |
| HITS Gt. - Rax Restaurant | (5,404.00) |
| HITS Gt. - Eyelet Products | 9.00 |
| HITS Gt. - Puppy's Dog House | -0- |
| HITS Gt. - Picture This | -0- |
| HITS Gt. - Swartleys | -0- |
| Disadvantaged Gt. FY 87 | (9,553.60) |
| Disadv. & Handicapped Gt. FY 87 | (9,653.63) |
| Quality Assistance Gt. | (236.53) |
| Econ. Dev. Gt. II FY 87 | 10,387.49 |
| Humanities Gt. | 90.85 |
| Miscellaneous Account | (261.50) |
| Econ. Dev. Gt. Inc. FY 86 | 68,683.00 |
| Econ. Dev. Gt. Exp. FY 86 | (68,618.51) |
| Econ. Dev. Gt. Inc. FY 87 | 29,351.00 |
| Econ. Dev. Gt. Exp. FY 87 | (29,360.92) |
| Student Clubs | 3,603.74 |
| Adult Learning Bk Chges | 3,081.34 |
| SVCC Foundation | (16,571.91) |
| Community Theatre | 48.40 |
| Sauk Area Arts Council | (18.18) |

| | | |
|------------------------------|---------------|--------------|
| College Van | 1,109.13 | |
| Sm. Bus. Dev. Gt. Inc. FY 87 | 130.00 | |
| Sm. Bus. Dev. Gt. Exp. FY 87 | (6,207.78) | |
| Vital - Sec. of State FY 87 | 25,491.00 | |
| V.I.P. & C.P.P. | 744.59 | |
| Student Serv./Spec. Proj. | 115,320.92 | |
| DCC/Income FY 86 | 413.95 | |
| DCC/Income FY 87 | 209,120.94 | |
| DCC/Expenses FY 87 | (194,914.74) | |
| Project Careers FY 87 | (5,833.58) | |
| Pre-Emp. Skills FY 87 | (2,973.26) | |
| PELL Grants | 38.15 | |
| Prairie State 2000 Gt. | (1,079.33) | |
| Articulation Gt. | 5,542.15 | |
| Northern IL University | <u>214.68</u> | \$125,192.36 |

FUND EQUITY

| | | |
|---|--------------------|----------------------|
| July 1, 1986 | \$16,234.26 | |
| Excess of Expenditures Over Revenue, as of January 31, 1987 | <u>(26,775.24)</u> | <u>\$(10,540.98)</u> |

TOTAL ASSETS \$856,173.88

TOTAL LIABILITIES & NET WORTH

\$856,173.88

SAUK VALLEY COMMUNITY COLLEGE

RESTRICTED PURPOSES FUND

February 28, 1987

| | |
|---|-----------------------|
| Balance on Hand - February 1, 1987 | \$375,398.39 |
| Void Check #9279 - Issued 10/10/86 | 156.00 |
| Void Check #9509 - Issued 10/30/86 | 20.00 |
| Cash Over - February 20, 1987 Deposit | .01 |
| Cash Over - February 25, 1987 Deposit | .09 |
| February Receipts | <u>199,394.44</u> |
| TOTAL FUNDS AVAILABLE DURING FEBRUARY | \$574,968.93 |
| Cash Disbursements - February, 1987 | <u>201,570.47</u> |
| Balance on Hand - February 28, 1987 | <u>\$373,398.46</u> |

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

| | |
|--------------------------------------|---------------------|
| Comprehensive Fee Income | \$ 23,266.21 |
| Athletic Income | 813.00 |
| Drama Income | |
| Student Activity Income | 1,113.50 |
| Student Newspaper Income | |
| Film Income | |
| Cash Over & Under | 15.99 |
| Other Income - Student Activity Only | <u>3.00</u> |
| TOTAL INCOME | <u>\$ 25,211.70</u> |

| | <u>BUDGET</u> | <u>EXPENSE</u> | |
|--------------------------------|------------------|----------------------|---------------------|
| Athletic Expense | \$18,200. | \$13,178.93 | |
| Cheerleader & Pom Pon Squad | 850. | 481.53 | |
| Speech Act. & Readers Theatre | 3,000. | 3,201.69 | |
| Drama Expense | 700. | 514.73 | |
| Music Expense | 3,500. | 1,679.50 | |
| Student Act. Exp/Cultural-Soc. | 10,250. | 7,470.84 | |
| Student Senate Expense | 2,500. | 2,052.33 | |
| Womens Intercol. Exp. | 14,000. | 11,805.91 | |
| SVC Clubs | 200. | 200.00 | |
| Contingencies/Non-Budgeted | -0- | -0- | |
| | <u>\$53,200.</u> | <u>TOTAL EXPENSE</u> | <u>\$ 40,585.46</u> |

| | |
|---|-----------------------------|
| Excess of Expenditures Over Revenue, as of February 28, 1987 | <u><u>\$(15,373.76)</u></u> |
|---|-----------------------------|

STATEMENT OF ASSETS AND LIABILITIES

| ASSETS | | REVOLVING AGENCY FUND LIABILITIES | AMOUNT |
|--------------|--------------|-----------------------------------|--------------|
| Cash in Bank | \$373,398.46 | Due Educational Fund | \$ 3,122.42 |
| | | Due Building Fund | 213.00 |
| Petty Cash | 925.00 | Due Student Loan Fund | 196.25 |
| | | Due Bookstore | -0- |
| Accts. Rec. | 273,228.69 | Out of District Fees | 683.05 |
| | | Student Tuition | 592,180.00 |
| Investments | 100,000.00 | Lab Fees | 14,520.50 |
| | | uition Refunds | (18,533.90) |
| | | ab Fees Refunds | (691.90) |
| | | | \$591,689.42 |

ESTRICTED AGENCY FUND LIABILITIES

| | |
|-------------------------------|---------------|
| hild Care Operations | \$ (8,378.78) |
| arking | 4,400.04 |
| ecreation Room Fund | 7,718.49 |
| tudent Locker Fund | 640.33 |
| ommunity Services | 10,542.07 |
| islocated Steelworkers Gt. | 1,403.35 |
| hotography Supplies | 24.86 |
| rocurement Assistance Gt. | (114.47) |
| ollegiate Choir | 337.20 |
| TPA/CAED Gt. FY 87 | (3,623.08) |
| ndochinese Gt. FY 87 | 1,697.76 |
| ITS Gt. | -0- |
| ITS Gt. - Dumarco | 15,821.00 |
| ITS Gt. - Conny's Kitchen | -0- |
| ITS Gt. - Midas Muffler | 9.00 |
| HITS Gt. - NW Steel | (16,899.00) |
| HITS Gt. - Buffalo Agcy | -0- |
| HITS Gt. - Rax Restaurant | (5,404.00) |
| HITS Gt. - Eyelet Products | 9.00 |
| HITS Gt. - Poppy's Dog House | -0- |
| HITS Gt. - Picture This | 590.00 |
| HITS Gt. - Swartleys | 544.00 |
| Disadvantaged Gt. FY 87 | (1,840.72) |
| Disadv. & Handicapped Gt.FY87 | (11,397.74) |
| Quality Assistance Gt. | (426.53) |
| Humanities Grant | 90.85 |
| Econ. Dev. Gt. II FY 87 | 11,633.03 |
| Econ. Dev. Gt. Income FY 86 | 64.49 |
| Econ. Dev. Gt. Income FY 87 | 44,026.50 |
| Econ. Dev. Gt. Exp. FY 87 | (32,015.37) |
| Student Clubs | 3,755.79 |
| Adult Learning Bk. Chges. | 3,071.34 |
| College Van | 1,376.69 |
| Community Theatre | 48.40 |
| VIP/CPP | 744.59 |
| Student Services/Spec. Proj. | 116,899.79 |
| DCC/Income FY 86 | 413.95 |
| DCC/Income FY 87 | 215,970.88 |
| DCC/Expenses FY 87 | (226,137.44) |
| Project Careers FY 87 | (5,206.97) |

| | | |
|--------------------------------|---------------|---------------------|
| Illinois Arts Council Gt. | (760.70) | |
| Pre-Employment Skills FY 87 | (2,957.52) | |
| PELL Grants | 38.15 | |
| Illinois Interpretation Wkshp. | 164.03 | |
| SVCC Foundation | (29.16) | |
| Sauk Area Arts Council | (83.98) | |
| Small Bus. Dev. Gt. Inc. FY 87 | 9,850.00 | |
| Small Bus. Dev. Gt. Exp. FY 87 | (7,404.34) | |
| VITAL - FY 87 | 22,161.64 | |
| Prairie State 2000 Gt. | (1,030.83) | |
| Articulation Gt. | 3,546.00 | |
| Nursing Uniforms | 180.35 | |
| LPN Supplies | 570.11 | |
| Northern Ill. University | 214.68 | |
| Miscellaneous | <u>154.50</u> | <u>\$155,002.23</u> |

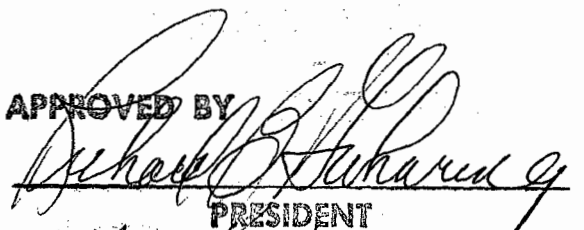
FUND EQUITY

| | | |
|--|--------------------|------------------|
| July 1, 1987 | \$16,234.26 | |
| Excess of Expenditures Over Revenue, as of February 28, 1987 | <u>(15,373.76)</u> | <u>\$ 860.50</u> |

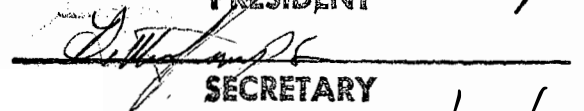
| | | | |
|--------------|---------------------|-------------------------------|---------------------|
| TOTAL ASSETS | <u>\$747,552.15</u> | TOTAL LIABILITIES & NET WORTH | <u>\$747,552.15</u> |
|--------------|---------------------|-------------------------------|---------------------|

SAUK VALLEY COLLEGE

APPROVED BY



PRESIDENT



SECRETARY

DATE 3/23/87

SAUK VALLEY COLLEGE

BUDGET REPORT

MARCH 31, 1987

EDUCATION FUND

| Account | Total Expenditures | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|---------------------------------|--------------------|------------|-------------------|-----------|------------|------------|--------------|
| DIV OF BUSINESS SALARIES | 130,951.34 | 130,951.34 | 110,804.98 | 20,146.36 | 208,718.00 | 77,766.66 | 77,766.66 |
| DIV OF BUS CONTR SERVICES | 7,296.42 | 7,296.42 | 7,278.92 | 17.50 | 11,000.00 | 3,703.58 | 3,703.58 |
| DIV OF BUS SUPPLIES | 8,585.01 | 8,585.01 | 7,943.89 | 641.12 | 11,475.00 | 2,889.99 | 2,889.99 |
| DIV OF BUS CONF & MEETINGS | 460.80 | 460.80 | 460.80 | .00 | 1,400.00 | 939.20 | 939.20 |
| FOOD SERV CONTR | 720.00 | 720.00 | | 720.00 | 800.00 | 80.00 | 80.00 |
| FOOD SERV SUPPLIES | 60.07 | 60.07 | 60.07 | .00 | 425.00 | 364.93 | 364.93 |
| FOOD SERV CONF & MEETINGS | | .00 | | .00 | 125.00 | 125.00 | 125.00 |
| DIV OF AGRIC SUPPLIES | 152.80 | 152.80 | 152.80 | .00 | 400.00 | 247.20 | 247.20 |
| DIV OF INDUS ED SALARIES | 92,394.53 | 92,394.53 | 83,256.91 | 15,137.62 | 161,950.00 | 63,554.7 | 63,554.7 |
| DIV OF INDUS ED CONTR SERV | 2,674.10 | 2,674.10 | 1,074.50 | 1,599.60 | 6,400.00 | 3,725.90 | 3,725.90 |
| DIV OF INDUS ED SUPPLIES | 12,850.68 | 12,850.68 | 11,532.94 | 1,317.74 | 16,195.00 | 3,344.32 | 3,344.32 |
| DIV OF INDUS ED CONF & MEETINGS | 479.23 | 479.23 | 371.12 | 108.11 | 1,200.00 | 720.77 | 720.77 |
| COSMETOLOGY CONTR SERV | 51,616.00 | 51,616.00 | 51,616.00 | .00 | 54,000.00 | 2,384.00 | 2,384.00 |
| COSMETOL SUPPLIES | 23.84 | 23.84 | 23.84 | .00 | 400.00 | 376.16 | 376.16 |
| 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 | 1,208.07 | 1,208.07 | 1,124.01 | 84.06 | 1,000.00 | 208.07 | 208.07 |
| HUMAN SERV CONF & MEETINGS | 92.00 | 92.00 | 92.00 | .00 | 200.00 | 108.00 | 108.00 |
| DIV OF SOC SCI SALARIES | 71,939.01 | 71,939.01 | 60,871.47 | 11,067.54 | 113,421.00 | 41,481.99 | 41,481.99 |
| DIV OF SOC SCI SUPPLIES | 2,314.21 | 2,314.21 | 1,984.63 | 329.58 | 4,000.00 | 1,685.79 | 1,685.79 |
| DIV OF SOC SCI CONF & MEETINGS | 429.51 | 429.51 | 429.51 | .00 | 1,000.00 | 570.49 | 570.49 |
| E M T CONTR SERV | 1,040.00 | 1,040.00 | 1,040.00 | .00 | 1,700.00 | 660.00 | 660.00 |
| E M T SUPPLIES | 106.00 | 106.00 | 59.00 | 47.00 | 313.00 | 207.00 | 207.00 |
| E M T CONF & MEETINGS | 125.00 | 125.00 | 125.00 | .00 | 150.00 | 25.00 | 25.00 |
| CRIMINAL JUS SALARIES | 15,867.28 | 15,867.28 | 13,426.16 | 2,441.12 | 28,669.00 | 12,801.72 | 12,801.72 |
| CRIM JUS CONTR SERV | | .00 | | .00 | 500.00 | 500.00 | 500.00 |
| CRIM JUS SUPPLIES | 1,140.23 | 1,140.23 | 1,001.24 | 138.99 | 1,941.00 | 800.77 | 800.77 |
| CRIM JUS CONF & MEETINGS | 123.20 | 123.20 | 79.20 | 45.00 | 500.00 | 376.80 | 376.80 |
| LIBRARY TECH SUPPLIES | 36.17 | 36.17 | 36.17 | .00 | 100.00 | 63.83 | 63.83 |
| DIV OF HUMANITIES SALARIES | 173,025.83 | 173,025.83 | 146,409.01 | 28,616.82 | 298,656.00 | 123,627.17 | 123,627.17 |
| DIV OF HUMAN. SUPPLIES | 1,584.27 | 1,584.27 | 1,433.80 | 150.39 | 3,500.00 | 1,915.73 | 1,915.73 |
| DIV OF HUMAN. CONF & MEETINGS | 495.80 | 495.80 | 869.80 | 374.00 | 2,500.00 | 2,004.20 | 2,004.20 |
| ART DEPT SALARIES | 15,780.44 | 15,780.44 | 13,352.68 | 2,427.76 | 24,133.00 | 13,352.56 | 13,352.56 |
| ART DEPT SUPPLIES | 321.04 | 321.04 | 287.17 | 33.87 | 600.00 | 278.96 | 278.96 |
| ART DEPT CONF & MEETINGS | 60.00 | 60.00 | 60.00 | .00 | 200.00 | 140.00 | 140.00 |
| MUSIC DEPT SALARIES | 30,870.58 | 30,870.58 | 26,121.26 | 4,749.32 | 58,992.00 | 26,121.42 | 26,121.42 |
| MUSIC DEPT CONTR SERV | 726.00 | 726.00 | 576.00 | 150.00 | 1,200.00 | 474.00 | 474.00 |
| MUSIC DEPT SUPPLIES | 963.63 | 963.63 | 853.87 | 109.76 | 1,450.00 | 486.37 | 486.37 |

| Account | Total Expenditures | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|---------------------------------|--------------------|------------|-------------------|-----------|------------|------------|--------------|
| MUSIC DEPT CONF & MEETINGS | 40.00 | 40.00 | 40.00 | .00 | 500.00 | 460.00 | 460.00 |
| DIV OF MATH SCI SALARIES | 136,008.21 | 136,008.21 | 115,083.87 | 20,924.34 | 209,772.00 | 73,763.79 | 73,763.79 |
| DIV OF MATH SCI CONTR SERV | 308.06 | 308.06 | 308.06 | .00 | 900.00 | 591.94 | 591.94 |
| DIV OF MATH SCI SUPPLIES | 4,562.16 | 4,562.16 | 4,248.67 | 313.49 | 10,950.00 | 6,387.84 | 6,387.84 |
| DIV OF MATH SCI CONF & MEETINGS | 73.33 | 73.33 | 73.33 | .00 | 1,400.00 | 1,326.67 | 1,326.67 |
| MED LAB TECH SALARIES | 35,192.94 | 35,192.94 | 30,626.18 | 4,566.76 | 54,801.00 | 19,603.06 | 19,603.06 |
| MED LAB TECH CONTR SERV | 1,455.83 | 1,455.83 | 1,455.83 | .00 | 1,875.00 | 419.17 | 419.17 |
| MED LAB TECH SUPPLIES | 5,581.97 | 5,581.97 | 5,393.91 | 188.06 | 11,610.00 | 6,028.03 | 6,028.03 |
| MED LAB TECH CONF & MEETINGS | 608.29 | 608.29 | 608.29 | .00 | 1,440.00 | 831.71 | 831.71 |
| ADN SALARIES | 75,307.74 | 75,307.74 | 61,938.73 | 13,369.01 | 72,343.00 | 3,035.26 | 3,035.26 |
| ADN OFC SALARIES | 8,813.14 | 8,813.14 | 7,776.30 | 1,036.84 | 12,442.00 | 3,623.86 | 3,623.86 |
| ADN CONTR SERV | 128.75 | 128.75 | 128.75 | .00 | 767.00 | 638.25 | 638.25 |
| ADN CONF & MEETINGS | 348.97 | 348.97 | 348.97 | .00 | 1,550.00 | 1,201.03 | 1,201.03 |
| LPN SALARIES | 11,900.46 | 11,900.46 | 10,069.62 | 1,830.84 | 69,935.00 | 58,034.54 | 58,034.54 |
| LPN CONTR SERV | 128.75 | 128.75 | 128.75 | .00 | 386.00 | 257.25 | 257.25 |
| LPN SUPPLIES | 761.22 | 761.22 | 727.52 | 33.70 | 2,725.00 | 1,963.78 | 1,963.78 |
| LPN CONF & MEETINGS | .00 | .00 | .00 | .00 | 700.00 | 700.00 | 700.00 |
| RAD TECH SALARIES | 31,782.77 | 31,782.77 | 27,820.59 | 4,162.16 | 51,548.00 | 19,765.23 | 19,765.23 |
| RAD TECH CONTR SERV | 2,110.20 | 2,110.20 | 1,600.45 | 509.75 | 3,902.00 | 1,791.80 | 1,791.80 |
| RAD TECH CONF & MEETINGS | 2,096.26 | 2,096.26 | 1,953.46 | 142.80 | 3,000.00 | 903.74 | 903.74 |
| ADN SUPPLIES | 1,529.26 | 1,529.26 | 1,540.51 | 11.25 | 3,570.00 | 2,040.74 | 2,040.74 |
| RAD TECH SUPPLIES | 2,550.86 | 2,550.86 | 1,630.26 | 920.60 | 3,185.00 | 634.14 | 634.14 |
| DIV OF PHYS ED SALARIES | 22,566.02 | 22,566.02 | 22,473.94 | 4,087.08 | 49,045.00 | 22,473.98 | 22,473.98 |
| DIV OF PHYS ED CONTR SERV | .00 | .00 | .00 | .00 | 570.00 | 570.00 | 570.00 |
| DIV OF PHYS ED SUPPLIES | 2,027.35 | 2,027.35 | 1,055.79 | 971.56 | 2,300.00 | 272.65 | 272.65 |
| DIV OF PHYS ED CONF & MEETINGS | .00 | .00 | .00 | .00 | 600.00 | 600.00 | 600.00 |
| NURSING ASST CONTR SERV | .00 | .00 | .00 | .00 | 150.00 | 150.00 | 150.00 |
| NURSING ASST SUPPLIES | 595.78 | 595.78 | 317.41 | 278.37 | 750.00 | 154.22 | 154.22 |
| NURSING ASST CONF & MEETINGS | 54.80 | 54.80 | 54.80 | .00 | 200.00 | 145.20 | 145.20 |
| INFO OFC & WORKROOM SALARIES | 31,227.66 | 31,227.66 | 27,535.16 | 3,692.50 | 44,310.00 | 13,082.34 | 13,082.34 |
| INFO OFC FED WORK STUDY | 7,897.40 | 7,897.40 | 6,946.86 | 950.54 | 13,000.00 | 5,102.60 | 5,102.60 |
| WORKROOM FED WORK STUDY | 197.64 | 197.64 | 41.87 | 155.77 | 7,250.00 | 7,052.36 | 7,052.36 |
| WORKROOM CONTR SERV | 5,685.00 | 5,685.00 | 5,685.00 | .00 | 6,000.00 | 315.00 | 315.00 |
| UNALLOCATED CONTR SERV | 711.37 | 711.37 | 657.87 | 53.50 | 1,600.00 | 888.63 | 888.63 |
| INFO OFC SUPPLIES | 608.98 | 608.98 | 513.59 | 95.39 | 1,450.00 | 841.02 | 841.02 |
| INSTITU COMMITTEES SUPPLIES | 3.97 | 3.97 | 3.97 | .00 | 300.00 | 296.03 | 296.03 |

| Account | Total Expenditures | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|------------------------------------|--------------------|-----------|-------------------|-----------|------------|-------------|--------------|
| WORKROOM SUPPLIES | 2,178.33 | 2,178.33 | CR 2,260.96 | 82.63 | 1,000.00 | 3,178.33 | 3,178.33 |
| PUB INFO ADMIN SALARIES | 25,400.21 | 25,400.21 | 22,411.95 | 2,988.26 | 35,859.00 | 10,458.79 | 10,458.79 |
| PUB INFO SECR SALARIES | 869.64 | 869.64 | 515.39 | 354.25 | 2,000.00 | 1,130.36 | 1,130.36 |
| PUB INFO SUPPLIES | 68,482.27 | 68,482.27 | 63,385.77 | 5,096.50 | 66,750.00 | 18,267.73 | 18,267.73 |
| PUB INFO CONF & MEETINGS | 626.60 | 626.60 | 488.40 | 138.20 | 1,200.00 | 573.40 | 573.40 |
| ASST DEAN ARTS & SOC SCI SALARY | 26,302.57 | 26,302.57 | 23,203.15 | 3,094.42 | 37,133.00 | 10,830.43 | 10,830.43 |
| PART TIME OVERLOAD | 47,982.40 | 47,982.40 | 24,381.17 | 23,601.23 | 42,000.00 | 5,982.40 | CR 5,982.40 |
| NIGHT PREMIUMS | 200.00 | 200.00 | 100.00 | 100.00 | 200.00 | CR 200.00 | CR 200.00 |
| SUMMER SALARIES | 41,433.80 | 41,433.80 | 41,433.80 | .00 | 42,000.00 | 566.20 | 566.20 |
| SECR SALARIES | 9,903.18 | 9,903.18 | 8,738.10 | 1,165.08 | 13,981.00 | 4,077.82 | 4,077.82 |
| FED WORK STUDY | 5,075.23 | 5,075.23 | 4,365.04 | 710.19 | 8,147.00 | 3,071.77 | 3,071.77 |
| SUPPLIES | 508.06 | 508.06 | 443.10 | 64.96 | 1,300.00 | 791.94 | 791.94 |
| CONF & MEETINGS | 555.50 | 555.50 | 526.80 | 28.70 | 2,000.00 | 1,444.50 | 1,444.50 |
| ASST DEAN BUS & TECH SALARY | 28,531.61 | 28,531.61 | 25,174.95 | 3,356.66 | 40,280.00 | 11,743.39 | 11,743.39 |
| PART TIME OVERLOAD | 92,937.02 | 92,937.02 | 37,443.20 | 55,493.82 | 105,000.00 | 12,062.98 | 12,062.98 |
| NIGHT PREMIUMS | 1,400.00 | 1,400.00 | 800.00 | 600.00 | 1,400.00 | CR 1,400.00 | CR 1,400.00 |
| SUMMER SESSION SALARIES | 43,563.26 | 43,563.26 | 43,563.26 | .00 | 42,000.00 | CR 1,563.26 | CR 1,563.26 |
| SECR SALARIES | 11,441.00 | 11,441.00 | 10,095.00 | 1,346.00 | 18,152.00 | 4,711.00 | 4,711.00 |
| FED WORK STUDY | 14,972.97 | 14,972.97 | 12,436.38 | 2,536.59 | 15,979.00 | 1,006.03 | 1,006.03 |
| SUPPLIES | 1,046.52 | 1,046.52 | 929.55 | 116.97 | 1,200.00 | 153.48 | 153.48 |
| CONF & MEETINGS | 925.79 | 925.79 | 545.15 | 380.64 | 3,000.00 | 2,074.21 | 2,074.21 |
| ASST DEAN COMM & EXTEN SERV SALARY | 25,379.64 | 25,379.64 | 22,393.80 | 2,985.84 | 35,830.00 | 10,450.36 | 10,450.36 |
| INSTR SALARIES | 63,554.73 | 63,554.73 | 48,694.93 | 14,859.80 | 100,000.00 | 36,445.27 | 36,445.27 |
| COORDINATORS | 5,525.00 | 5,525.00 | 4,890.00 | 635.00 | 7,500.00 | 1,975.00 | 1,975.00 |
| SECR SALARIES | 8,495.97 | 8,495.97 | 7,485.47 | 1,010.50 | 12,126.00 | 3,630.03 | 3,630.03 |
| FED WORK STUDY | 351.74 | 351.74 | 231.14 | 120.60 | 1,972.00 | 1,620.26 | 1,620.26 |
| CONTR SERV | 700.00 | 700.00 | 700.00 | .00 | 5,000.00 | 4,300.00 | 4,300.00 |
| SUPPLIES | 4,087.93 | 4,087.93 | 3,745.77 | 342.16 | 5,500.00 | 1,412.07 | 1,412.07 |
| CONF & MEETINGS | 1,237.53 | 1,237.53 | 1,149.53 | 88.00 | 2,000.00 | 762.47 | 762.47 |
| DIR OF HEALTH & NAT SCI SALARY | 24,327.00 | 24,327.00 | 21,465.00 | 2,862.00 | 34,344.00 | 10,017.00 | 10,017.00 |
| PART TIME OVERLOAD | 19,925.18 | 19,925.18 | 10,894.77 | 9,030.41 | 38,700.00 | 18,774.82 | 18,774.82 |
| NIGHT PREMIUMS | 100.00 | 100.00 | 100.00 | 100.00 | .00 | CR 100.00 | CR 100.00 |
| SUMMER SALARIES | 8,460.81 | 8,460.81 | 8,460.81 | .00 | 11,000.00 | 2,539.19 | 2,539.19 |
| FED WORK STUDY | 4,388.39 | 4,388.39 | 3,931.12 | 457.27 | 4,820.00 | 431.61 | 431.61 |
| CONTR SERV | .00 | .00 | .00 | .00 | 200.00 | 200.00 | 200.00 |
| SUPPLIES | 566.44 | 566.44 | 517.50 | 48.94 | 1,200.00 | 633.56 | 633.56 |
| CONF & MEETINGS | 785.36 | 785.36 | 684.96 | 100.40 | 1,300.00 | 514.64 | 514.64 |

| Account | Total Expenditures | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|-------------------------------|--------------------|-----------|-------------------|----------|-----------|------------|--------------|
| ACADEMIC SKILLS SALARIES | 17,529.72 | 17,529.72 | 14,832.84 | 2,696.88 | 56,573.00 | 39,043.28 | 39,043.28 |
| CONTR SERV | 300.00 | 300.00 | 300.00 | .00 | 300.00 | .00 | .00 |
| ACADEM SKILLS SUPPLIES | 2,146.72 | 2,146.72 | 1,144.16 | 1,002.56 | 7,000.00 | 4,853.28 | 4,853.28 |
| ACADEM SKILLS CONF & MEETINGS | 24.00 | 24.00 | 24.00 | .00 | 500.00 | 476.00 | 476.00 |
| HONORS PROGRAM CONTR SERV | .00 | .00 | .00 | .00 | 100.00 | 100.00 | 100.00 |
| HONORS PROGRAM SUPPLIES | 155.81 | 155.81 | 153.73 | 2.08 | 400.00 | 244.19 | 244.19 |
| HONORS PROG CONF & MEETINGS | 76.34 | 76.34 | 76.34 | .00 | 270.00 | 193.66 | 193.66 |
| DEAN OF INSTR SALARY | 32,701.71 | 32,701.71 | 28,854.45 | 3,847.26 | 46,167.00 | 13,465.29 | 13,465.29 |
| DEAN OF INSTR SECR SALARY | 12,684.21 | 12,684.21 | 11,191.95 | 1,492.26 | 17,907.00 | 5,222.79 | 5,222.79 |
| STUDENT TUTORS | 1,316.52 | 1,316.52 | 1,164.10 | 152.42 | 2,000.00 | 683.48 | 683.48 |
| DEAN OF INSTR FED WORK STUDY | 1,608.81 | 1,608.81 | 1,407.81 | 201.00 | 3,500.00 | 1,971.19 | 1,971.19 |
| DEAN OF INSTR SUPPLIES | 1,072.63 | 1,072.63 | 899.68 | 172.95 | 2,000.00 | 927.37 | 927.37 |
| DEAN OF INSTR CONF & MEETINGS | 1,453.39 | 1,453.39 | 1,132.29 | 321.10 | 2,000.00 | 546.61 | 546.61 |
| LRC PROF SALARIES | 53,387.00 | 53,387.00 | 46,011.00 | 7,376.00 | 88,512.00 | 35,125.00 | 35,125.00 |
| LRC SECR SALARIES | 19,041.17 | 19,041.17 | 16,776.43 | 2,264.74 | 27,177.00 | 8,135.83 | 8,135.83 |
| LRC FED WORK STUDY | 8,096.71 | 8,096.71 | 7,363.91 | 732.80 | 12,809.00 | 4,712.29 | 4,712.29 |
| LRC CONTR SERV | 5,480.99 | 5,480.99 | 4,643.28 | 637.71 | 11,280.00 | 5,779.01 | 5,779.01 |
| XEROX SUPPLIES | 736.59 | 736.59 | 324.49 | 412.10 | 2,000.00 | 2,736.59 | 2,736.59 |
| LIBRARY SUPPLIES | 12,637.19 | 12,637.19 | 12,367.07 | 270.12 | 14,540.00 | 1,902.81 | 1,902.81 |
| A V SUPPLIES | 3,891.86 | 3,891.86 | 2,794.42 | 1,096.64 | 7,650.00 | 3,753.94 | 3,753.94 |
| LIBRARY BOOKS | 19,154.22 | 19,154.22 | 18,409.83 | 2,744.39 | 35,000.00 | 15,845.78 | 15,845.78 |
| LRC CONF & MEETINGS | 1,045.60 | 1,045.60 | 841.50 | 204.10 | 1,200.00 | 154.40 | 154.40 |
| ADM & RECORDS SALARIES | 24,964.50 | 24,964.50 | 22,027.50 | 2,937.00 | 35,244.00 | 10,279.50 | 10,279.50 |
| ADM & REC SECR SALARIES | 37,954.81 | 37,954.81 | 33,477.07 | 4,477.74 | 55,925.00 | 17,973.19 | 17,973.19 |
| ADM & REC FED WORK STUDY | 6,157.14 | 6,157.14 | 5,312.57 | 844.17 | 10,958.00 | 4,800.86 | 4,800.86 |
| ADM & REC CONTR SERV | 515.00 | 515.00 | 515.00 | .00 | 2,600.00 | 2,085.00 | 2,085.00 |
| ADM & REC SUPPLIES | 6,870.57 | 6,870.57 | 6,365.56 | 485.01 | 7,900.00 | 1,029.43 | 1,029.43 |
| ADM & REC CONF & MEETINGS | 664.78 | 664.78 | 426.64 | 238.14 | 1,000.00 | 335.22 | 335.22 |
| COUNSELING SALARIES | 53,007.02 | 53,007.02 | 46,451.24 | 6,555.78 | 76,669.00 | 23,661.98 | 23,661.98 |
| COUNSELING SECR SALARIES | 9,741.66 | 9,741.66 | 8,576.58 | 1,165.08 | 13,981.00 | 4,239.34 | 4,239.34 |
| HEALTH SERV SUPPLIES | 21.36 | 21.36 | 21.36 | .00 | 300.00 | 278.64 | 278.64 |
| FIN AIDS ADMIN SALARIES | 25,702.64 | 25,702.64 | 22,673.80 | 3,023.84 | 36,286.00 | 10,583.36 | 10,583.36 |
| FIN AIDS SECR SALARIES | 18,647.84 | 18,647.84 | 16,453.80 | 2,193.84 | 28,326.00 | 7,678.36 | 7,678.36 |
| STUDENT SERV ADMIN SALARIES | 30,915.86 | 30,915.86 | 27,275.70 | 3,637.16 | 45,646.00 | 12,730.14 | 12,730.14 |
| STUDENT SERV SECR SALARIES | 12,624.71 | 12,624.71 | 11,139.45 | 1,485.26 | 17,623.00 | 5,198.29 | 5,198.29 |

| Account | Total Expenditures | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|--------------------------------|--------------------|-------------|-------------------|-----------|-------------|-------------|--------------|
| STUDENT SERV FED WORK STUDY | 30,913.79 | 30,913.79 | 26,265.10 | 4,648.69 | 45,100.00 | 14,186.21 | 14,186.21 |
| COACHING SALARIES | 13,119.98 | 13,119.98 | 10,371.08 | 2,748.90 | 11,850.00 | 1,269.98 CR | 1,269.98 CR |
| STUDENT SERV CONTR SERV | 568.58 | 568.58 | 260.16 | 308.42 | 1,300.00 | 731.42 | 731.42 |
| STUDENT SERV SUPPLIES | 9,852.94 | 9,852.94 | 7,445.80 | 2,407.14 | 14,780.00 | 4,927.06 | 4,927.06 |
| COMMENCEMENT | 906.98 | 906.98 | 647.46 | 259.52 | 6,000.00 | 5,093.02 | 5,093.02 |
| STUDENT SERV CONF & MEETINGS | 2,319.01 | 2,319.01 | 1,901.91 | 417.10 | 4,620.00 | 2,300.99 | 2,300.99 |
| STUDENT RECRUITMENT | 817.80 | 817.80 | 845.38 | 27.58 | CR 1,500.00 | 682.20 | 682.20 |
| PUB SERV SALARIES | | .00 | | .00 | 4,600.00 | 4,600.00 | 4,600.00 |
| PUB SERV CONTR SERV | | .00 | | .00 | 5,000.00 | 5,000.00 | 5,000.00 |
| PUB SERV SUPPLIES | | .00 | | .00 | 5,300.00 | 5,300.00 | 5,300.00 |
| SERVICE STAFF SALARIES | 244,910.84 | 244,910.84 | 215,634.27 | 29,276.57 | 370,923.00 | 128,012.16 | 126,012.16 |
| MAINT FED WORK STUDY BOYS | 48,301.97 | 48,301.97 | 42,901.20 | 5,320.77 | 82,000.00 | 33,698.03 | 33,698.03 |
| MATRONS FED WORK STUDY | 8,995.14 | 8,995.14 | 8,286.09 | 709.05 | | 8,995.14 CR | 8,995.14 CR |
| ELECTRICITY | 157,013.70 | 157,013.70 | 137,929.23 | 19,084.47 | 235,900.00 | 78,886.30 | 78,886.30 |
| TELEPHONE | 25,880.80 | 25,880.80 | 22,664.01 | 3,216.79 | 39,840.00 | 13,959.20 | 13,959.20 |
| PRESIDENTS SALARY | 46,480.00 | 46,480.00 | 41,280.00 | 5,200.00 | 62,721.00 | 16,241.00 | 16,241.00 |
| PRES SECR SALARY | 14,522.93 | 14,522.93 | 12,814.35 | 1,708.58 | 20,503.00 | 5,980.07 | 5,980.07 |
| PRES OFC FED WORK STUDY | 2,246.16 | 2,246.16 | 1,998.26 | 247.90 | 3,484.00 | 1,237.84 | 1,237.84 |
| PRES OFC CONTR SERV | | .00 | | .00 | 1,000.00 | 1,000.00 | 1,000.00 |
| PRES OFC SUPPLIES | 1,298.27 | 1,298.27 | 1,090.28 | 207.99 | 2,500.00 | 1,201.73 | 1,201.73 |
| SPECIAL AFFAIRS | 3,343.86 | 3,343.86 | 2,183.68 | 1,155.18 | 2,500.00 | 843.86 CR | 843.86 CR |
| PRES OFC OTHER EXP | 3,507.71 | 3,507.71 | 3,194.71 | 313.00 | 5,600.00 | 2,092.29 | 2,092.29 |
| BUS OFC ADMIN SALARIES | 36,089.07 | 36,089.07 | 31,825.85 | 4,243.42 | 50,921.00 | 14,851.93 | 14,851.93 |
| BUS OFC PROF SALARIES | 13,573.14 | 13,573.14 | 11,976.30 | 1,596.84 | 19,182.00 | 5,588.86 | 5,588.86 |
| BUS OFC SECR SALARIES | 53,395.94 | 53,395.94 | 47,110.70 | 6,285.24 | 75,423.00 | 22,027.06 | 22,027.06 |
| BUS OFC CONTR SERV | 3,807.70 | 3,807.70 | 3,807.70 | .00 | 6,800.00 | 2,992.30 | 2,992.30 |
| BUS OFC SUPPLIES | 1,196.26 CR | 1,196.26 CR | 1,349.93 | 153.67 | 7,000.00 | 8,196.26 | 8,196.26 |
| BUS OFC CONF & MEETINGS | 1,166.30 | 1,166.30 | 865.84 | 300.46 | 2,500.00 | 1,333.70 | 1,333.70 |
| PRES SEARCH | 11,157.06 | 11,157.06 | 11,157.06 | .00 | 14,000.00 | 2,842.94 | 2,842.94 |
| LEGAL CONTR | 4,287.00 | 4,287.00 | 3,958.00 | 331.00 | 8,000.00 | 3,713.00 | 3,713.00 |
| OTHER BOARD SUPPLIES | 275.71 | 275.71 | 217.50 | 59.21 | 2,000.00 | 1,724.29 | 1,724.29 |
| BOARD CONF & MEETINGS | 2,775.32 | 2,775.32 | 2,617.97 | 157.35 | 4,000.00 | 1,224.68 | 1,224.68 |
| INSTITU SECR SALARIES | 10,986.70 | 10,986.70 | 9,803.70 | 1,183.00 | 14,196.00 | 3,209.30 | 3,209.30 |
| INSTITU FED WORK STUDY | 2,509.49 | 2,509.49 | 2,250.49 | 259.00 | 3,605.00 | 1,175.51 | 1,175.51 |
| CONTINGENCY FED WORK STUDY | 3,744.45 | 3,744.45 | 3,499.90 | 244.55 | 4,448.00 | 703.55 | 703.55 |
| GROUP MED & LIFE INS | 22,857.31 | 22,857.31 | 21,397.39 | 12,603.92 | 290,500.00 | 63,922.69 | 63,922.69 |
| PRESIDENT OFC. CONF & MEETINGS | 2,317.30 | 2,317.30 | 2,895.30 | 578.00 CR | 4,000.00 | 1,682.70 | 1,682.70 |

| Account | Total Expenditures | To Date | Prev. Mo. to Date | This Mo. | Budget | Unexpended | Unencumbered |
|---------------------------------|-----------------------|--------------|----------------------|------------|--------------|--------------|--------------|
| MEDICAIRE PAYMENTS | | .00 | 4,811.85 | 4,811.85 | CR .00 | .00 | .00 |
| TUITION REIMBURSEMENT | 1,860.58 | 1,860.58 | 1,407.58 | 453.00 | 5,000.00 | 3,139.42 | 3,139.42 |
| CURRICULUM DEVELOPMENT | 1,350.42 | 1,350.42 | 1,350.42 | .00 | 5,000.00 | 3,649.58 | 3,649.58 |
| UNALLOCATED CONTR | 1,025.90 | 1,025.90 | 642.65 | 383.25 | 2,400.00 | 1,374.10 | 1,374.10 |
| IN SERVICE TRAINING | 2,051.85 | 2,051.85 | 2,051.85 | .00 | 5,000.00 | 2,948.15 | 2,948.15 |
| FACULTY ASSN SUPPLIES | 40.92 | 40.92 | 36.56 | 4.36 | 200.00 | 159.08 | 159.08 |
| POSTAGE | 22,559.82 | 22,559.82 | 22,672.67 | 312.85 | CR 40,000.00 | 17,440.18 | 17,440.18 |
| PUBLICATIONS & DUES | 6,530.16 | 6,530.16 | 6,530.16 | .00 | 6,950.00 | 419.84 | 419.84 |
| ADVERTISING | 315.23 | 315.23 | 315.23 | .00 | 700.00 | 384.77 | 384.77 |
| RECRUITMENT | 3,467.64 | 3,467.64 | 3,129.64 | 338.00 | 6,000.00 | 2,532.36 | 2,532.36 |
| GENERAL INSURANCE | | .00 | .00 | .00 | 27,500.00 | 27,500.00 | 27,500.00 |
| EQUIPMENT | 106,375.89 | 106,375.89 | 93,628.63 | 12,547.06 | 145,947.00 | 39,571.31 | 39,571.31 |
| AFFIRM ACTION CONTR SERV | | .00 | .00 | .00 | 300.00 | 300.00 | 300.00 |
| AFFIRM ACTION SUPPLIES | 1.56 | 1.56 | 1.56 | .00 | 100.00 | 98.44 | 98.44 |
| AFFIRM ACTION CONF & MEETINGS | .00 | .00 | .00 | .00 | 300.00 | 300.00 | 300.00 |
| INSTITUTE CONTR SERV | 250.00 | 250.00 | 250.00 | .00 | 500.00 | 250.00 | 250.00 |
| INSTITUTE SUPPLIES | 2.26 | 2.26 | 2.26 | .00 | 500.00 | 497.74 | 497.74 |
| DATA PROC ADMIN SALARIES | 47,294.85 | 47,294.85 | 41,730.75 | 5,564.10 | 66,769.00 | 19,474.15 | 19,474.15 |
| DATA PROC SECR SALARIES | 17,757.30 | 17,757.30 | 15,648.22 | 2,109.08 | 25,309.00 | 7,551.70 | 7,551.70 |
| DATA PROC FED WORK STUDY | 1,677.45 | 1,677.45 | 1,237.78 | 439.67 | 6,365.00 | 4,687.55 | 4,687.55 |
| DATA PROC CONTR SERV ADMIN | 61,767.46 | 61,767.46 | 56,850.08 | 4,917.38 | 143,700.00 | 81,932.54 | 81,932.54 |
| DATA PROC CONTR SERV EDUC | 2,244.92 | 2,244.92 | 2,182.77 | 62.15 | 13,000.00 | 10,755.08 | 10,755.08 |
| DATA PROC SUPPLIES ADMIN | 4,507.31 | 4,507.31 | 4,113.49 | 393.82 | 16,600.00 | 12,092.69 | 12,092.69 |
| DATA PROC SUPPLIES EDUC | 7,195.81 | 7,195.81 | 4,802.86 | 2,392.95 | 16,000.00 | 8,804.19 | 8,804.19 |
| DATA PROC CONF & MEETINGS | 146.10 | 146.10 | 92.50 | 53.60 | 7,500.00 | 7,353.90 | 7,353.90 |
| EQUIP RENTAL DATA CENTER | 2,071.00 | 2,071.00 | 2,071.00 | .00 | | 2,071.00 | CR 2,071.00 |
| PLANNING & DEVEL ADMIN SALARIES | 25,428.39 | 25,428.39 | 22,439.05 | 2,991.34 | 35,898.00 | 10,469.61 | 10,469.61 |
| PL & DEVEL SECR SALARIES | 7,565.70 | 7,565.70 | 6,427.54 | 1,138.16 | 13,109.00 | 5,543.30 | 5,543.30 |
| PL & DEVEL CONTR SERV | | .00 | .00 | .00 | 300.00 | 300.00 | 300.00 |
| PL & DEVEL SUPPLIES | 592.62 | 592.62 | 545.09 | 47.53 | 1,300.00 | 707.38 | 707.38 |
| PL & DEVEL CONF & MEETINGS | 1,442.16 | 1,442.16 | 1,412.16 | 30.00 | 1,700.00 | 257.84 | 257.84 |
| TUITION CHARGE BACK | 14,961.82 | 14,961.82 | 13,899.06 | 1,062.76 | 25,000.00 | 10,000.18 | 10,000.18 |
| CONTINGENCIES | | .00 | .00 | .00 | 75,000.00 | 75,000.00 | 75,000.00 |
| | 3,365,050.76 | 3,365,050.76 | 2,899,463.06 | 465,587.70 | 5,226,994.00 | 1,861,943.24 | 1,861,943.24 |

BUILDING FUND

| Account | Total Expenditures | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|-----------------------|-----------------------|-------------|----------------------|-------------|--------------|--------------|--------------|
| MAINT CONTR SERV | 27,245.14 | 27,245.14 | 25,680.27 | 1,564.87 | 45,840.00 | 18,594.86 | 18,594.86 |
| MAINT & BLDG SUPPLIES | 19,312.07 | 19,312.07 | 12,892.49 | 6,419.58 | 51,000.00 | 31,687.93 | 31,687.93 |
| MAINT CONF & MEETINGS | 355.86 | 355.86 | 342.66 | 13.20 | 2500.00 | 2,144.14 | 2,144.14 |
| GAS | 60,464.32 | 60,464.32 | 51,286.22 | 9,178.10 | 114,900.00 | 59,435.68 | 59,435.68 |
| ELECTRICITY | | | | | | | |
| EQUIPMENT | | .00 | | .00 | 8,400.00 | 8,400.00 | 8,400.00 |
| 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 |
| | 107,377.39 | * 07,377.39 | * 90,201.64 | * 17,175.75 | * 253,640.00 | * 146,262.61 | * 146,262.61 |

SITE AND CONSTRUCTION FUND

| | | | | | | | |
|-------------------------|-----------|-------------|-------------|------------|-------------|-------------|-----------------|
| SITE IMPROVEMENT | | .00 | | .00 | 100,000.00 | 100,000.00 | 100,000.00 |
| COLLEGE SIGN | 25,206.00 | 25,206.00 | 22,696.00 | 2,510.00 | | 25,206.00 | CR 25,206.00 CR |
| BLDG IMPROVEMENTS | | .00 | | .00 | 100,000.00 | 100,000.00 | 100,000.00 |
| TELEPHONE SYSTEM | 2,249.41 | 2,249.41 | 2,249.41 | .00 | | 2,249.41 | CR 2,249.41 CR |
| ENERGY MANAGEMENT GRANT | 5,006.05 | 5,006.05 | 5,006.05 | .00 | | 5,006.05 | CR 5,006.05 CR |
| HIGH TECH DATA PROG | 29,274.10 | 29,274.10 | 29,274.10 | .00 | | 29,274.10 | CR 29,274.10 CR |
| INSTR EQUIPMENT | | .00 | | .00 | 50,000.00 | 50,000.00 | 50,000.00 |
| 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 |
| | 61,735.56 | * 61,735.56 | * 54,225.56 | * 2,510.00 | * 60,000.00 | * 92,264.44 | * 192,264.44 |

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

| Account | Total Expenditures | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|--------------------|-----------------------|-------------|----------------------|------------|--------------|----------------|--------------|
| WORKERS COMP | 30,678.78 | 30,678.78 | 31,082.07 | 403.29 | CR 22,000.00 | 2,678.78 CR | 2,678.78 CR |
| UNEMPLOYMENT COMP | 2,074.91 | 2,074.91 | 3,780.40 | 1,705.49 | CR 17,000.00 | 14,925.09 | 14,925.09 |
| TORT LIABILITY INS | 63,400.60 | 63,400.60 | 57,898.00 | 5,504.60 | 25,000.00 | 38,400.60 CR | 38,400.60 CR |
| | 96,154.29 | * 96,154.29 | * 92,758.47 | * 3,395.82 | * 70,000.00 | * 26,154.29 CR | 26,154.29 CR |

AUDIT FUND

| | | | | | | | |
|-------------|-----------|-------------|-------------|----------|--------------|------------|------------|
| AUDIT COSTS | 12,872.00 | 12,872.00 | 13,122.00 | 250.00 | CR 22,000.00 | 9,128.00 | 9,128.00 |
| | 12,872.00 | * 12,872.00 | * 13,122.00 | * 250.00 | CR 22,000.00 | * 9,128.00 | * 9,128.00 |

REVENUE REPORT

EDUCATION FUND

| Account | Total Receipts | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|------------------------------|-------------------|--------------|----------------------|--------------|--------------|----------------|----------------|
| 1985 TAXES | 841,499.73 | 841,499.73 | 834,696.89 | 6,802.84 | 857,500.00 | 16,000.27 | 16,000.27 |
| 1986 TAXES | .00 | .00 | | .00 | 857,500.00 | 857,500.00 | 857,500.00 |
| IN LIEU OF TAXES | 537.50 | 537.50 | 537.50 | .00 | | 537.50 CR | 537.50 CR |
| CHARGEBACK REVENUE | 8,694.10 | 8,694.10 | 3,281.28 | 5,412.82 | 9,000.00 | 305.90 | 305.90 |
| STATE APPORTIONMENT | 1,041,777.93 | 1,041,777.93 | 694,518.62 | 347,259.31 | 1,362,570.00 | 346,792.07 | 346,792.07 |
| REG VOC ED REIMB | 64537.11 | 64537.11 | 64537.11 | .00 | 52,500.00 | 12,037.11 CR | 12,037.11 CR |
| VOC ED EQUIP REIMB | | .00 | | .00 | 16,500.00 | 16,500.00 | 16,500.00 |
| CORP PERS PROP TAX REPL | 176,442.58 | 176,442.58 | 176,442.58 | .00 | 147,869.00 | 28,553.58 CR | 28,553.58 CR |
| STATE WORK STUDY | | .00 | | .00 | 1.00 | 1.00 | 1.00 |
| FED WORK STUDY | 109,445.40 | 109,445.40 | 82,486.04 | 20,959.36 | 170,658.00 | 61,212.60 | 61,212.60 |
| OTHER FED SOURCES | 340.00 | 340.00 | 340.00 | .00 | 3,000.00 | 2,660.00 | 2,660.00 |
| SUMMER TUITION | 122,489.41 | 122,489.41 | 122,489.41 | .00 | 122,000.00 | 489.41 CR | 489.41 CR |
| FALL TUITION | 515,230.40 | 515,230.40 | 452,000.00 | 65,230.40 | 529,850.00 | 14,619.60 | 14,619.60 |
| SPRING TUITION | .00 | .00 | | .00 | 507,650.00 | 507,650.00 | 507,650.00 |
| GRADUATION FEES | 1,600.00 | 1,600.00 | 750.00 | 850.00 | 2,500.00 | 900.00 | 900.00 |
| TRANSCRIPT FEES | 645.00 | 645.00 | 454.00 | 191.00 | 500.00 | 145.00 CR | 145.00 CR |
| LABORATORY FEES | 14,938.00 | 14,938.00 | 282.40 | 14,655.60 | 31,600.00 | 16,662.00 | 16,662.00 |
| PUB SERV INCOME | | .00 | | .00 | 14,900.00 | 14,900.00 | 14,900.00 |
| INTEREST ON INVESTMENTS | 27,787.60 | 27,787.60 | 18,292.65 | 9,494.95 | 40,000.00 | 12,212.40 | 12,212.40 |
| FOUNDATION GIFTS | 13,400.00 | 13,400.00 | 13,400.00 | .00 | 13,400.00 | .00 | .00 |
| BOOKSTORE & LAND LAB CONTRIB | 83,741.24 | 83,741.24 | 83,741.24 | .00 | 83,741.00 | .24 CR | .24 CR |
| RESTRICTED FUND INCOME | 10,039.03 | 10,039.03 | 10,039.03 | .00 | 30,000.00 | 19,960.97 | 19,960.97 |
| SALE OF SURPLUS PROPERTY | 13,562.13 | 13,562.13 | 13,562.13 | .00 | 13,562.00 | .13 CR | .13 CR |
| OTHER REVENUE | 33,336.19 | 33,336.19 | 33,275.15 | 61.04 | 36,000.00 | 2,663.81 | 2,663.81 |
| OTHER REV COMPUTER | 8,486.50 | 8,486.50 | 8,024.00 | 462.50 | | 8,486.50 CR | 8,486.50 CR |
| OTHER REV SALARIES | 24,999.62 | 24,999.62 | 24,999.62 | .00 | | 24,999.62 CR | 24,999.62 CR |
| OTHER REV OVERHEAD | 4,128.29 | 4,128.29 | 3,679.22 | 449.07 | | 4,128.29 CR | 4,128.29 CR |
| | 3,121,657.76 * | | 2,649,825.67 * | 471,829.59 * | 4,932,821.00 | 1,811,163.24 * | 1,811,163.24 * |

BUILDING FUND

| | | | | | | | |
|----------------------------|--------------|--------------|--------------|----------|------------|--------------|--------------|
| 1985 TAXES | 103,049.02 | 103,049.02 | 102,215.95 | 833.07 | 105,000.00 | 1,950.98 | 1,950.98 |
| 1986 TAXES | .00 | .00 | | .00 | 105,000.00 | 105,000.00 | 105,000.00 |
| IN LIEU OF TAXES | 65.82 | 65.82 | 65.82 | .00 | | 65.82 CR | 65.82 CR |
| REPL OF CORP PERS PROP TAX | 21,611.73 | 21,611.73 | 21,611.73 | .00 | 18,111.00 | 3,500.73 CR | 3,500.73 CR |
| INTEREST ON INVESTMENTS | .00 | .00 | | .00 | 100.00 | 100.00 | 100.00 |
| OTHER REVENUE | 2,003.00 | 2,003.00 | 1,678.00 | 125.00 | 2,000.00 | 3.00 CR | 3.00 CR |
| | 126,729.57 * | 126,729.57 * | 125,771.50 * | 958.07 * | 30,211.00 | 103,461.43 * | 103,461.43 * |

SITE AND CONSTRUCTION FUND

| Account | Total Receipts | To Date | Prev. Mo. To Date | This Mo. | Budget | Unexpended | Unencumbered |
|-------------------|-------------------|-------------|----------------------|-------------|-------------|--------------|--------------|
| STATE CONTRIB | 21,324.00 | 21,324.00 | 14,216.00 | 7,108.00 | 1.00 | 21,323.00 CR | 21,323.00 CR |
| FEDERAL GRANTS | .00 | .00 | .00 | .00 | 1.00 | 1.00 | 1.00 |
| INVESTMENT INCOME | 36,256.20 | 36,256.20 | 30,621.54 | 5,634.66 | 60,000.00 | 23,743.80 | 23,743.80 |
| | 57,580.20 | * 57,580.20 | * 44,837.54 | * 12,742.66 | * 60,002.00 | * 2,421.80 | * 2,421.80 * |

BOND AND INTEREST FUND

| | | | | | | | |
|-------------------------|-----------|-------------|------------|------------|-------|----------------|--------------|
| INTEREST ON INVESTMENTS | 10,960.77 | 10,960.77 | 6,431.42 | 4,529.35 | | 10,960.77 CR | 10,960.77 CR |
| | 10,960.77 | * 10,960.77 | * 6,431.42 | * 4,529.35 | * .00 | * 10,960.77 CR | 10,960.77 CR |

WORKING CASH FUND

| | | | | | | | |
|-------------------|-----------|-------------|-------------|------------|-------------|----------------|--------------|
| INVESTMENT INCOME | 79,240.32 | 79,240.32 | 75,459.18 | 3,781.14 | 50,000.00 | 29,240.32 CR | 29,240.32 CR |
| | 79,240.32 | * 79,240.32 | * 75,459.18 | * 3,781.14 | * 50,000.00 | * 29,240.32 CR | 29,240.32 CR |

INSURANCE FUND

| | | | | | | | |
|-------------------------|-----------|-------------|-------------|----------|-------------|-------------|---------------|
| 1985 TAXES | 29,857.13 | 29,857.13 | 29,635.81 | 221.32 | 30,450.00 | 592.87 | 592.87 |
| 1986 TAXES | .00 | .00 | .00 | .00 | 30,450.00 | 30,450.00 | 30,450.00 |
| IN LIEU OF TAXES | 19.09 | 19.09 | 1.64 | 17.45 | | 19.09 CR | 19.09 CR |
| INTEREST ON INVESTMENTS | 2,919.46 | 2,919.46 | 2,613.22 | 306.24 | 3,000.00 | 80.54 | 80.54 |
| | 32,795.68 | * 32,795.68 | * 32,250.67 | * 545.01 | * 63,900.00 | * 31,104.32 | * 31,104.32 * |

AUDIT FUND

| | | | | | | | |
|-------------------------|-----------|-------------|-------------|----------|-------------|-------------|---------------|
| 1985 TAXES | 10,641.01 | 10,641.01 | 10,562.13 | 78.88 | 10,850.00 | 208.99 | 208.99 |
| 1986 TAXES | .00 | .00 | .00 | .00 | 10,850.00 | 10,850.00 | 10,850.00 |
| IN LIEU OF TAXES | 6.80 | 6.80 | .58 | 6.22 | | 6.80 CR | 6.80 CR |
| INTEREST ON INVESTMENTS | 529.35 | 529.35 | 476.64 | 52.71 | 300.00 | 229.35 CR | 229.35 CR |
| | 11,177.16 | * 11,177.16 | * 11,039.35 | * 137.81 | * 22,000.00 | * 10,822.84 | * 10,822.84 * |

SAUK VALLEY COLLEGE

APPROVED BY
Richard J. Starnes Jr.
PRESIDENT
A. W. Smith
SECRETARY
DATE 3/23/87