

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
-Third Floor Board Room

June 22, 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. Theatre Lighting Bids
 - 5. Food Service Bids
 - 6. Special Student Services Project Funds
 - 7. Bond and Interest Fund Transfer
 - 8. Maintenance Agreement for IBM Equipment
- F. Executive Session
- G. Personnel Recommendations
 - 1. Resignations
 - 2. Para-professional Salary Scale
 - 3. Contractual Appointment
 - 4. Instructional Appointment
- H. Other Actions
 - 1. Title III Resolution
 - 2. English Proficiency Policy (First Reading)
 - 3. Tax Abatement Discussion
 - 4. Prevailing Wage Resolution
- I. Reports
 - 1. Student Trustee
 - 2. ICCTA Representative
 - 3. Foundation Liaison
 - 4. Board Chair
- J. President's Report
 - 1. Enrollment Report
 - 2. Program Review
 - 3. Part-time Instructor Plans
- K. Time of Next Meeting

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

June 22, 1987

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on June 22, 1987 in the third floor Board Room 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:

Paul Berrettini	Joe McDonald
Edie Peterson	William Simpson
Bob Wolf	Richard Groharing
Keven Peck	

Absent: Ed Andersen

SVCC Staff: President Richard L. Behrendt
Dean Don Foster
Dean John Sagmoe
Board Secretary Marilyn Vinson

Minutes: It was moved by Member Simpson and seconded by Member Berrettini that the Board approve the minutes of the May 26 meeting as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Treasurer's Report: It was moved by Member Simpson and seconded by Member Berrettini that the Treasurer's Report be approved as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

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

Educational Fund	\$390,398.54
Building Fund	10,157.20
Insurance Fund	1,001.08

In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Payroll: It was moved by Member Peterson and seconded by Member Berrettini that the Board approve the payroll of May 31, 1987 in the amount of \$206,546.85 and the June 15th in the amount of \$119,335.25. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Theatre
Lighting:

It was moved by Member Peterson and seconded by Member Berrettini that the Board accept the low bid from Grand Stage Lighting of Chicago of \$31,185 for stage lighting for the Little Theatre with \$12,000 to be donated by the SVCC Foundation and the balance (\$19,185) to be paid from the Site and Construction Fund. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Food Service
Bids:

President Behrendt told the Board that the college had advertised for bids to manage the Food Service operation. He noted that the administration had received five bids and the bid that would be the most profitable to the college was submitted by the current vendor, Service America. It was moved by Member Simpson and seconded by Member Berrettini that the Board approve a two year contract with Service America to manage the food service operations (manual and vending) at the college under the terms and conditions outlined in the Service America proposal. In a roll call vote, the following was recorded: Ayes: Members Berrettini, Peterson, Simpson, Groharing. Nays: Members McDonald and Wolf. Motion carried. Student Trustee Peck advisory vote: aye.

Special Student
Services
Project Fund:

It was moved by Member Peterson and seconded by Member Berrettini that the Board allocate \$2,400 for an indoor electronic message board and \$7,600 toward the purchase of a mini-van from the 1987 allocation of funds from the Special Students Service Project Fund. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Bond and
Interest Fund
Transfer:

It was moved by Member Simpson and seconded by Member McDonald that the Board give approval to liquidate the Bond and Interest Fund into the Operations, Building and Maintenance Fund in the approximate amount of \$557,000 since the sole and legal purpose of this Bond and Interest Fund has been fully satisfied through redemption of the Bonds and the payment of all interest obligations thereon. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Maintenance Agreement Equipment:	It was moved by Member Wolf and seconded by Member Peterson that the Board enter into a "Total Service" maintenance contract with Sorbus Company for the college IBM equipment at a cost of \$1,853.61 per month as per the attached maintenance agreement proposal. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.
Executive Session:	At 7:40 p.m. it was moved by Member Peterson and seconded by Member McDonald that the Board adjourn to executive session to discuss the appointment, employment or dismissal of an employee. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.
Regular Session:	The Board returned to regular session at 8:10 p.m.
Resignations:	It was moved by Member Peterson and seconded by Member Berrettini that the Board accept with regret the resignations of Michael Iacomini, Instructor of Horticulture, and John Wardell, Instructor of Electronics, at the Dixon Correctional Center. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.
Para-Professional Salary Scale:	It was moved by Member Berrettini and seconded by Member Peterson that the Board abolish the Para-professional Salary Scale and place any employees on that scale on the classified staff salary scale with the previously approved classified staff increase for 1987-88. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.
Contractual Appointment:	It was moved by Member Berrettini and seconded by Member Simpson that the Board appoint Rhea Edge as Director of the Sauk Valley Community College Educational Program at the Dixon Correctional Center. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.
Instructional Appointment:	It was moved by Member Simpson and seconded by Member Peterson that the Board offer a contract to John H. Wardell as Instructor of Electronics at Sauk Valley Community College effective August 21, 1987. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Title III: It was moved by Member Berrettini and seconded by Member Peterson that the Board grant the administration approval to file a Title III Higher Education Act Grant Application and sign the assurances. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Proposed Board Policy: It was moved by Member Peterson and seconded by Member Berrettini that the Board approve for first reading a proposed board policy to fulfil the requirements of the new Illinois statute which requires oral English competence for all college instructors. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Tax Abatement: The Board discussed the pros and cons of the present Tax Abatement Policy. Chair Groharing asked the members to study the two policies that are currently in the Board Policy Manual along with the memorandum distributed by Member Bob Wolf and be ready to discuss this matter again at the July meeting.

Prevailing Wage: It was moved by Member Berrettini and seconded by Member Simpson that the Board approve the attached resolution which outlines the prevailing hourly rate of wages being paid all laborers in Lee County. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Reports: Student Trustee Peck thanked the Board for his warm welcome.

Member Peterson noted that she was not able to attend the annual ICCTA meeting and said that the next Foundation meeting would be held August 18.

Chair Groharing complimented Dean Foster on his Program Review presentation at the annual ICCTA meeting. He said he also congratulated faculty member Kit Lillyman and alumni Jim Boesen for being chosen to represent Sauk Valley Community College.

Chair Groharing noted there would be a special meeting held at 8:00 p.m. July 20, for the presidential evaluation.


President Behrendt reported enrollment was up .67% for the 86-87 year. Dr. Behrendt also reported on program review, the listing of part-time instructors to be presented to the Board, and said that the ICCTA was encouraging all public officials to vote for increased taxes for the governor's budget.

Ajournment:

Since the scheduled business was completed, it was moved by Member Peterson and seconded by Member Berrettini that the Board ajourn. The next meeting will be July 20, at 8:00 p.m. in the third floor Board Room. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

The meeting adjourned at 9:10 p.m.

Respectfully submitted:



William Simpson, Secretary

For Board Meeting
of June 22, 1987

Agenda Item E-4

THEATRE LIGHTING BIDS

At the April 20th Board meeting, the Trustees approved a resolution instructing the administration to obtain bids on a lighting system for the Little Theatre. On May 18, 1987, an advertisement was published in the Sterling and Dixon papers and specs were sent to various stage lighting companies.

Bids submitted are as follows:

Grand Stage Lighting of Chicago	\$31,185
Engle Electric Company of Sterling	36,685

RECOMMENDATION: Board approval to accept the low bid of Grand Stage Lighting of Chicago for stage lighting for the Little Theatre with \$12,000 to be donated by the SVCC Foundation and the balance to be paid from the Site and Construction Fund.



**Sauk Valley
Community
College**

815 / 288-5511

173 IL ROUTE 2
DIXON, IL 61021-9110

MEMORANDUM

June 16, 1987

TO Dr. Behrendt

FROM Robert Edison *Bob*

At its meeting on April 20, 1987, the Board of Trustees approved a motion instructing the administration to obtain bids on a lighting system for the Little Theatre. The project is being funded with a \$12,000 donation from the SVCC Foundation, and the balance is to be paid from the Site and Construction Fund.

On May 18, 1987, an advertisement was published in the Sterling and Dixon papers. In addition, bids were sent to Grand Stage Lighting of Chicago, Illinois and Gopher Productions, Minneapolis, Minnesota.

The bids submitted are as follows:

Grand Stage Lighting	\$31,285.00
Engel Electric Co.	\$36,685.00

It is my recommendation that the Board of Trustees approve the bid of Grand Stage Lighting in the amount of \$31,285.00 for the purchase, installation and testing of a new stage lighting system for the Little Theatre.

jmb

attachment

For Board Meeting
of June 22, 1987

Agenda Item E-5

.FOOD SERVICE BIDS

We have advertised for bids to manage our food service operation. As the attached information outlines, we have received five bids and the one which would be the most profitable to the college would be our current vendor, Service America.

RECOMMENDATION: Acceptance of a two-year contract with Service America to manage the food service operation (manual and vending) at the college under the terms and conditions outlined in the Service America proposal.



**Sauk Valley
Community
College**

815 / 288-5511

173 IL ROUTE 2
DIXON, IL 61021-9110

MEMORANDUM

June 18, 1987

TO: Dr. Behrendt

FROM: John Sagmoe *John*

RE: MANUAL FOOD SERVICE AND VENDING MACHINE OPERATIONS BIDS

This is to advise you that bids have been solicited for the manual food service and vending machine operations at the college.

A legal notice outlining the bidding procedure was published in the Dixon Telegraph and the Sterling Gazette. Specifications for bidding were picked up by six vendors. Five bids were completed and returned prior to the 9:30 a.m., June 17 deadline. The following vendors submitted completed bids:

Service America Corporation
Canteen Corporation
C. L. Swanson Corporation
G & G Foods
Dabens Incorporated

The bid opening and analysis of the bids was conducted on June 17 by Robert Edison and John Sagmoe. Attached is a summary of the bids.

Based on our review, it is recommended that the bid submitted by Service America Corporation be approved to provide manual and vending food services at Sauk Valley Community College.

jmb

attachment

SUMMARY: FOOD SERVICE BIDS

Sauk Valley Community College
June 17, 1987

ENDOR	SITE VISITATION	MANUAL BID	VENDING BID	REFERENCES SUBMITTED
Service America	X	10% of gross in excess of \$40,000	21% of gross or guarantee of \$8,000	X
Dabens, Inc.	X	2% of gross or guarantee of \$1,000	4% of gross or guarantee of \$3,200	X
G & G Foods	X	15% of gross or guarantee of \$6,800	8% of gross or guarantee of \$5,250	X
Canteen	X	8½% of gross or guarantee of \$3,400	8½% of gross or guarantee of \$6,600	X
Swanson	X	None	8% of gross or guarantee of \$6,000	X

PROJECTED INCOME

BASED ON SUBMITTED BIDS AND
COMPUTED AGAINST 1986-87 FOOD SALES

	Manual	Vending	Total
Service America	\$ 189.40	\$17343.90	\$17533.30
Dabens, Inc.	837.88	3303.60	4141.48
G & G Foods	6800.00	6607.20	13407.20
Canteen	3560.99	7020.15	10581.14
Swanson	---	6607.20	6607.20

For Board Meeting
of June 22, 1987

Agenda Item E-6

SPECIAL STUDENT SERVICES PROJECT FUND

In the attached memorandum from Dean Sagmoe, he notes that the Student Services College Committee has made the following recommendations for expenditures to be made from the Special Student Services Project Fund:

1. \$2,400 be allocated for the purchase of an indoor electronic message board to be placed in the west mall.
2. \$7,600 be allocated toward the purchase of a mini-van.

RECOMMENDATION: Board approval to allocate \$2,400 for an indoor electronic message board and \$7,600 toward the purchase of a mini-van from the 1987 allocation of funds from the Special Student Services Project Fund.



Sauk Valley Community College


815 / 288-5511

173 IL ROUTE 2
DIXON, IL 61021-9110

Dean of Student Services

June 16, 1987

TO: Dr. Behrendt

FROM: John Sagmoe 

The 1986-87 Student Services College Committee was composed of Jim Barber, Chairman, Ed Beatty, Frank Palumbo, Peggy White, Bev Ohda, Bob Logemann, Stu Keller, Tom Breed, Al Hardersen, Ron Marlier, Bob Thomas, Jeff Stauter, Elizabeth Peterson, Stacy Ludwig, Willie Barnes, and John Sagmoe, Ex-Officio.

The committee was charged with the annual responsibility of making recommendations concerning expenditures from the Special Student Services Project Fund. The committee reviewed proposals from various departments of the college. Based on the review made by the committee, I submit the following recommendation for the 1987 allocation:

1. \$2400 be allocated for the purchase of an indoor electronic message board

Rationale: One of the continuing problems found in the Student Activities Program is publicizing the various events, workshops, seminars, programs, etc. that take place on the campus on any given day or week. Four years ago, an electronic sign with a moving message board was purchased for the east mall. It is the recommendation of the committee that a similar sign be placed in the west mall.

2. \$7600 be allocated toward the purchase of a mini-van

Rationale: The college currently owns two 15 passenger vans, a 1983 model and a 1986 model. Scheduling of these vans continues to present a problem to various clubs and organizations. It is not uncommon to have three or more groups

on the same day, i.e., two athletic teams, speech or drama, a music group, or a recognized college club. Transportation costs have risen significantly, and the leasing of vehicles for some of these groups is prohibitive. Their budgets will not accommodate the costs. It is the recommendation of the committee that a smaller vehicle holding six to seven passengers would benefit a number of student programs such as tennis, golf, speech and music groups, student government, and clubs. Operating costs would also be more efficient for these groups. The committee has recommended that the Dean of Student Services seek out other sources of financial assistance to perhaps purchase the van in the 1987 budget year.

jmb

STUDENT SERVICES SPECIAL PROJECT

Fund Background:

The Special Student Services Project Fund was established in 1981-82, utilizing interest accumulated on an initial deposit of bookstore equity money. A fund was designed to provide funding for special areas of need that directly benefitted students and/or student-related programs at Sauk Valley College.

Proposals for projects are solicited from all divisions of the college and are screened by the Student Services College Committee. Recommendations of this committee are forwarded to the President and subsequently to the Board of Trustees for final approval.

Guidelines and Procedures:

- A. Utilizing an approved amount of funds from bookstore equity, the college will establish a Restricted Purposes Account for Special Student Services Needs. Special student services needs are identified as those that directly benefit students or student-related programs.
- B. A principal balance of no less than \$100,000 will be maintained in this account.
- C. The interest earned on an annual basis, and the balance in excess of \$100,000, will determine the amount of funds available for funding student projects on an annual basis. Any unused interest may be carried over for use in the following year, but a balance of \$100,000 must be maintained in this account.

Project Development:

- A. The Dean of Student Services will be responsible for general administration and coordination of the program.
- B. The Student Services Committee will serve as the steering committee for proposal development. This committee will, on an annual basis, develop, review, and recommend projects and proposals.
- C. Final recommendations approved by this committee will be forwarded to the President for appropriate action.
- D. Recommendations that receive the President's approval will be forwarded to the Board of Trustees for final action.

Calendar:

Proposal development by the Student Services Committee will commence with the first official meeting in September and be accomplished by June 1 of each academic year.

Review:

The procedures and guidelines for the Student Services Special Project will be reviewed on an annual basis by the Student Services College Committee and the dean of Student Services. Recommendations and findings will be presented to the President.

SUMMARY OF ALLOCATIONS

1981-82 1983 Dodge 15 passenger van

Developmental funding to initiate a soccer program at Sauk Valley College

1982-83 Allocation of \$5000 to the Short Term Student Emergency Loan Fund

Purchase of electric typewriters for student use. Two placed on third floor resource area; one placed in Student Senate offices for clubs and organizations. Approximately \$1000.

Purchase of indoor electronic message board; approximately \$3000.

Purchase of uniforms for proposed pom pon squad; approximately \$750.

1983-84 Allocation of \$12,000 for the Sauk Valley College Learning Resource Center to participate in the computerized Northern Illinois Library System Automation Program.

1984-85 Allocation of \$3130 to the Sauk Valley College Alumni Association to assist in initial development.

Allocation of \$2400 for purchase of a portable video.

Allocation of \$500 to Student Activities for initial development of new student clubs.

Allocation of \$5000 for partial funding of a new college van.

1985-86 Allocate \$5,000 to the short-term student loan fund.

Allocate \$4500 to the purchase of a xerox copier for student use.

For Board Meeting of
June 22, 1987

Agenda Item E-7

BOND AND INTEREST FUND TRANSFER

During the 1966 calendar year, Sauk Valley Community College financed its construction program through the issuance of General Obligation Bonds in the amount of \$3,975,000. The obligation for these bonds at maturity was then paid from the proceeds of the Bond and Interest tax levy which was authorized for the purpose of redeeming such bonds.

Over the period of time since these bonds were issued, the tax collections plus the investment income have exceeded the bond and interest requirements by approximately \$557,000. Regulations indicate that when bonds have been issued and the purpose for which such bonds were issued has been accomplished and paid for in full and there remains funds on hand in the bond and interest account, the Board of Trustees by resolution may transfer such excess to the fund of the district which bears the nearest relation to the purpose for which the bonds were issued.

RECOMMENDATION: Board approval to liquidate the Bond and Interest Fund into the Operations, Building and Maintenance Fund in the approximate amount of \$557,000 since the sole and legal purpose of this Bond and Interest Fund has been fully satisfied through the redemption of the bonds and the payment of all interest obligations thereon.

For Board Meeting
of June 22, 1987

Agenda Item E-8

MAINTENANCE AGREEMENT FOR IBM EQUIPMENT

As per the attached correspondence, the administration is recommending that the College enter into a contractual agreement with Sorbus for maintenance on the IBM equipment. Our current contract with IBM will cost \$2,989.50 per month. Sorbus has quoted a price of \$1,853.61 for a savings of \$1,135 per month.

RECOMMENDATION: Board approval to enter into a "Total Service" maintenance contract with Sorbus Company for the college IBM equipment at a cost of \$1,853.61 as per the attached maintenance agreement proposal.


SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE June 11, 1987

MEMORANDUM

TO: Dr. Behrendt

FROM: W. Clevenger 

RE: Changing the Maintenance Agreement on the College's
IBM equipment to Sorbus.

I recommend that the college enter into a contractual agreement with Sorbus for its maintenance on the IBM equipment. The attached equipment will go under maintenance with Sorbus as of August 1, 1987, with the exception of the 4361 CPU. The 4361 CPU will go under maintenance as of June 25, 1987.

The college will realize a saving of \$1135.00 a month.

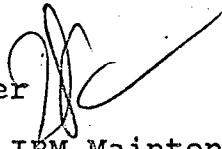
REF:WC061102

SAUK VALLEY COLLEGE

R. R. 5, DIXON, ILLINOIS 61021

DATE June 2, 1987

MEMORANDUM

TO: Dean Edison
FROM: Walter Clevenger 
RE: Replacing IBM Maintenance

For the up coming year, I would like to change our maintenance on the IBM computer system to SORBUS. SORBUS is subsidiary of BELL ATLANTIC which specializes in the maintenance on IBM equipment. By going with SORBUS the college could decrease its maintenance costs by \$1000.00 a month.

The following companies in the area are changing to SORBUS. These are:

1. National Manufacturing 4341 CPU
2. Frantz Manufacturing
3. Kable News

Don Smith, our IBM repairman who lives locally, will be going with SORBUS July 1, 1987.

I am enclosing a blank contract for your review. If you see any problems please let me know, I would like to get this situation resolved in a week or two.

WC/jc

RECEIVED
JUN 01 1987
BUSINESS OFFICE

REF:WC060101

Sorbus®
A Bell Atlantic™ Company

2802 International Lane, Suite 121
Madison, Wisconsin 53704
608/241 1616

June 6 ,1987

Mr. Walter Clevenger
Sauk Valley College
R.R. 5
Dixon, IL 61021

Dear Walt,

Thank you for the opportunity to present a Sorbus "Total Service" maintenance proposal and quote on your IBM system 4361.

Sorbus is one of the leading third-party computer service companies in the nation. Sorbus is presently maintaining well over five thousand IBM systems, more than anyone, except IBM. Sorbus also holds national service contracts with many Fortune 1000 companies, such as GE & RCA , GM & EDS.

The maintenance you will receive will be provided by Sorbus's own national field engineering force. In our Rockford office, we have nine field engineers with a combined experience level in excess of one hundred thirty years and parts inventory exceeding one quarter million dollars to insure your satisfaction.

Sorbus will provide maintenance on your system for the amount of \$ 1,853.61 per month. Under this agreement you will receive the following:

- * PROMPT RESPONSE TO YOUR SERVICE CALLS
- * SCHEDULED PREVENTIVE MAINTENANCE
- * REMEDIAL MAINTENANCE COVERAGE 7 A.M. TO 6 P.M.
- * CONTROL OF ENGINEERING & SAFETY CHANGES
- * IBM RECERTIFICATION GUARANTEED
- * MAINTENANCE COST SAVINGS

In consideration for entering into the Sorbus Agreement, by June 30, 1987, Sorbus will provide maintenance services at no charge for the first month. The maintenance service provided during this no charge period will be in accordance to the terms and conditions of the Sorbus Agreement.

Page 2

Mr. Walter Clevenger
Sauk Valley College

With this offer, Sauk Valley College will realize a first year savings in excess of \$ 15,484.32 43.2 % of IBM charges. This quote will remain in effect through March 31, 1987.

The Sorbus after-hour rate is \$178.00 per hour with no minimum charge, IBM's rate is \$250.00 per hour with a two hour minimum. Sorbus after-hour mileage rate is \$.30 a mile.

Enclosed for you review is a maintenance cost data sheet.

We at Sorbus, are looking forward to the opportunity to serve you in your maintenance needs.

Sincerely,



Blaine Knowles
Field Manager,
Sorbus

REvised DATE 06/05/87

MAINTENANCE COST DATA SHEET
FOR
SAUK VALLEY COLLEGE

TYPE	MODEL FEAT#	DESCRIPTION	SORBUS UNIT MMC	SORBUS TOTAL MMC	IBM 6/87 UNIT MMC	IBM 6/87 TOTAL MMC
4361	M05	CPU(L)	\$513.00	\$513.00	\$837.00	\$837.00
3262	001	PRINTER	\$163.50	\$163.50	\$202.50	\$202.50
3268	002	PRINTER	\$55.00	\$55.00	\$76.00	\$76.00
3370	A02	DASD DRIVE	\$112.00	\$112.00	\$134.00	\$134.00
3370	B02	DASD DRIVE	\$80.25	\$160.50	\$101.00	\$202.00
3272	002	DISPLAY CONTROLLER	\$91.00	\$91.00	\$132.00	\$132.00
3411	003	TAPE CONTROLLER (2)	\$150.50	\$150.50	\$216.00	\$216.00
	#3221	DUAL DENSITY	\$41.75	\$41.75	\$57.00	\$57.00
	#7360	370 ATTACHMENT	\$29.00	\$29.00	\$39.50	\$39.50
3410	003	TAPE(2)	\$112.00	\$112.00	\$160.00	\$160.00
	#7360	370 ATTACHMENT	\$24.00	\$24.00	\$31.50	\$31.50
3274	D41	DISPLAY CONTROLLER	\$49.00	\$49.00	\$62.00	\$62.00
5081	012	CADM DISPLAY	\$28.75	\$57.50	\$36.00	\$72.00
5085	001	CADM CONTROLLER	\$149.50	\$149.50	\$194.00	\$194.00
5085	001	CADM CONTROLLER	\$162.25	\$162.25	\$209.00	\$209.00
5088	001	CHAN CONTROLLER	\$61.60	\$61.60	\$77.00	\$77.00
7374	001	PLOTTER **APPROVAL**	\$81.60	\$81.60	\$102.00	\$102.00
3278	A02	4341 CONSOLE	\$15.25	\$15.25	\$25.00	\$25.00
GROSS SYSTEM MMMC				\$2,028.95		\$2,828.50
EDUCATIONAL DISCOUNT = 15%				\$304.34		\$0.00
NET SYSTEM MMMC=				\$1,724.61		\$2,828.50
0129	003	CARD DATA RECORDER 1	\$129.00	\$129.00	\$161.00	\$161.00
TOTAL MMMC =				\$1,853.61		\$2,989.50
SORBUS MONTHLY SAVINGS=				\$1,135.89		:
1ST YEAR COST(1ST MONTH FREE)				\$20,389.68		\$35,874.00
1ST YEAR SAVINGS				43.2%\$15,484.32		
PROJECTED 2 YEAR SAVINGS				\$29,115.03		

Maintenance Agreement for IBM Manufactured Equipment

us Inc. District Office:

Shaded areas for Sorbus Inc. use only									
Customer No.			Sorbus Inc ID No.			A.D.		V/C	
Customer Reference No.				Ref. No. - P/P Expir. Date				P/P	
Cust. Instl. Ref. No.				Contract Date		Contract Expir. Date			
R		D		T		S/A		Tax	
Geographic Codes						Site No.			

Customer Name and Address:

Effective Date _____

ation of Equipment:

pany Name _____ Dept. Name _____

Street Address _____ City _____ State _____ ZIP Code _____ Phone No. _____

us Inc. ("Sorbus"), by its acceptance hereof, agrees to provide remedial and preventive maintenance service for the equipment and
ures listed below ("Equipment") in accordance with the following terms:

Sorbus Type	Mfr. Serial No.	Model	S.C.	Feature No.	Feat. Qty.	Unit Monthly Maint. Charge	Extended Monthly Charge		WM/SB	Type	Mfr.	E/C Gp.
Travel Surcharge				Total Monthly Charges								

ments or Special Instructions:

Period of Maintenance Service Availability							
% Coverage	Hrs. Code	Monday-Friday		Saturday		Sunday	
		From	To	From	To	From	To
	1						
	2						
	3						

Continuation
s Attached.

☐ No

1. Term of Agreement — This Agreement shall commence on the Effective Date and shall remain in effect for a period of twelve (12) months. This Agreement shall continue from month to month after the expiration of the initial term unless terminated by either party upon thirty (30) days' prior written notice. This Agreement shall be terminable by either party during the initial term upon not less than ninety (90) days' prior written notice.

Any item of Equipment may be withdrawn from this written Agreement by the customer, at any time, upon giving thirty (30) days' prior written notice.

2. Charges — The monthly maintenance charges provided for in this Agreement, commencing on the Effective Date of this Agreement, will be invoiced as of the first day of each calendar month. Payment will be made in full within thirty (30) days after the date of invoice. All other charges hereunder are payable as specified in the applicable invoice for such charges. If customer defaults in the payment of any invoice, Sorbus may upon notice, modify the payment terms set forth herein, in addition to its other remedies. Charges for a partial month's service will be prorated on the basis of a thirty (30) day month.

All charges specified are those currently in effect and are subject to change by Sorbus upon ninety (90) days' prior written notice. If the charges are increased, the customer may, on the effective date of such increase, terminate this Agreement or withdraw from service any item of Equipment thereby affected upon thirty (30) days' prior written notice; otherwise, the new charge shall become effective upon the date specified in the notice.

There shall be added to the charges due hereunder an amount equal to all taxes, however designated, levied, or based on such charges or on this Agreement, or on the services rendered or parts supplied pursuant hereto, including state and local privilege or excise taxes based on gross revenue, and any taxes or amount in lieu thereof paid or payable by Sorbus in respect of the foregoing, exclusive, however, of taxes based on net income.

3. Scope of Sorbus Maintenance Service — Sorbus will render maintenance service to keep the Equipment in, or restore the Equipment to, good working order. This maintenance service includes scheduled, preventive maintenance, based upon the specific needs of the individual item of Equipment as determined by Sorbus, and unscheduled, on-call remedial maintenance. Maintenance will include lubrication, adjustments and replacement of maintenance parts deemed necessary by Sorbus. Maintenance parts may or may not be manufactured by the original equipment manufacturer, may be altered by Sorbus to enhance maintainability, and, may be new or reconditioned to perform as new. All maintenance parts will be furnished on an exchange basis, and the exchanged parts will become the property of Sorbus. Maintenance service provided under this Agreement does not assure uninterrupted operation of the Equipment. If maintenance service is requested by customer to be performed outside the period selected by customer, such service will be provided at the applicable Sorbus per call rates and terms then in effect.

4. Exclusions From Sorbus Maintenance Service — The following services (inclusive of replacement of maintenance parts) are outside the scope of Sorbus maintenance service provided hereunder:

- (a) electrical work external to the Equipment;
- (b) repair of damage or increase in service time due to any cause external to the Equipment adversely affecting its operability or serviceability which shall include but not be limited to, fire, flood, water, wind, lightning and transportation, or due to neglect or misuse;
- (c) repair of damage or increase in service time caused by failure to continually provide a suitable installation environment including, but not limited to, the failure to provide adequate electrical power, air conditioning or humidity control, or customer's improper use, management or supervision of the Equipment including without limitation, the use of supplies, disc packs and cartridges;

(d) repair of damage or increase in service time caused by the use of the Equipment for purposes other than for which it is designed;

(e) furnishing platens, supplies or accessories, painting or re-finishing the machines or furnishing material therefor, making specification changes or performing services connected with relocation of Equipment, or adding or removing approved accessories, attachments or other devices except as set forth herein;

(f) such service which is impractical for Sorbus field engineers to render because of alterations in the Equipment or their connection by mechanical or electrical means to another machine or device; and

(g) systems engineering services, programming, and operational procedures of any sort.

The replacement of maintenance parts such as cathode ray tubes is limited to failure of such parts and does not include such occurrences as burnt phosphor of the CRT screen.

In the event the Equipment covered by this Agreement involves the handling of currency, the cash drawer or other compartment(s) containing currency must be removed by customer prior to Sorbus commencing service.

5. Other Service Available to Customer — Upon customer's request, the rendition of services outside the scope of Sorbus maintenance service will be within the discretion of Sorbus and, if performed, will be at the applicable Sorbus per call rates and terms then in effect.

6. Access to Equipment — Customer will provide Sorbus with full and free access to the Equipment under maintenance service and a safe place in which to perform such service. If persons other than Sorbus field engineers repair, modify, or perform any maintenance on any item of Equipment covered by this Agreement, and as a result thereof, any maintenance service by Sorbus is required to restore the Equipment to good operating condition and Sorbus serviceable condition, such service will be made at the applicable Sorbus per call rates and terms then in effect.

7. Additional Equipment — Additional items of Equipment will be made subject to this Agreement upon execution by a duly authorized representative of the customer, and acceptance thereof by Sorbus of (a) the customer's purchase order, (b) Sorbus' form of addendum or (c) a letter agreement will state the location, the additional items of Equipment, the type, model, serial number, periods of maintenance service availability, the effective date of the commencement of maintenance service availability, and charges with respect of such Equipment.

8. Periods of Maintenance Service Availability — The monthly maintenance charge described herein entitles the customer to weekday maintenance service availability during the period of eleven (11) consecutive hours between the hours of 7:00 A.M. and 6:00 P.M. daily, Monday through Friday, except legal holidays referred to hereafter as Sorbus' normal working hours.

The customer may select, for an additional charge, on Equipment for which Sorbus offers such service, optional hours of maintenance service availability as shown on the face of this Agreement; however, such optional period(s) shall also exclude legal holidays and must include Sorbus' normal working hours.

Scheduled preventive maintenance will be performed within Sorbus' normal working hours. If the customer requests preventive maintenance at times outside of Sorbus' normal working hours, Sorbus will charge at the per call rates and terms then in effect.

The hours of maintenance service availability for Equipment on Monday through Friday, except legal holidays, shall be the same each day, and the hours on Saturday or Sunday shall be the same hours on all Saturdays or Sundays.

The Customer may change his selected periods of maintenance service availability at the beginning of any calendar month by giving Sorbus fifteen (15) days' prior written notice.

All Equipment at a single location shall have a common period of maintenance service availability.

9. Travel Expenses — Sorbus will charge the customer, if the location shown on the face of this Agreement is located beyond the perimeter of Sorbus' designated Serviceable Area, for travel time at Sorbus' per call rates and terms then in effect, as well as for all other expenses incurred by Sorbus' field engineer for travel beyond the perimeter of such Sorbus' Serviceable Area in connection with service during Sorbus' normal working hours.

10. Maintenance Service Outside Selected Periods — If the customer requests unscheduled on-call remedial maintenance to be performed at a time which is outside the selected period of maintenance service availability, the service will be furnished at the applicable Sorbus per call rates and terms then in effect. Travel time and expenses are billable in connection with such maintenance.

11. Installation and Control of Engineering and Safety Changes — Sorbus will control and install all engineering changes it deems necessary on Equipment covered by this Agreement unless otherwise requested by the customer in writing. There will be no charges for such engineering changes.

Sorbus will control and install, without charge, all safety devices it deems necessary. If the customer refuses to permit installation of a safety change, or removes a safety change already installed, Sorbus may, at its option, discontinue providing maintenance service until the hazard has been corrected.

If the customer requests installation of engineering changes, including safety changes, at any time other than during Sorbus' normal working hours, Sorbus reserves the right to charge for such service at the applicable Sorbus per call rates and terms then in effect.

12. Disclaimers; Customer's Responsibilities — SORBUS' OBLIGATIONS UNDER THIS AGREEMENT ARE IN LIEU OF ALL WARRANTIES, EXPRESS OR IMPLIED. SORBUS WILL NOT BE LIABLE FOR INCIDENTAL, SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, LOSS OF PROFITS OR INCOME, OR LOSS OF USE OR OTHER BENEFITS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE MAINTENANCE SERVICE PERFORMED HEREUNDER.

It is the responsibility of the customer to ensure that all of its files are adequately duplicated and documented. Sorbus will not be responsible for customer's failure to do so, nor for the cost of reconstructing data stored on disc files, tapes, memories, etc. lost during the course of performance of maintenance service.

13. General — Sorbus reserves the right to adjust the specified monthly charges if the Equipment specifications, attachments or features of any item of Equipment are changed after the date hereof.

Sorbus is not responsible for any failure to render service due to strikes or causes reasonably beyond its control.

The customer represents that it is the owner of the Equipment subject to this Agreement or, if not the owner, that it has the authority to enter into this Agreement.

Sorbus, may upon giving prior written notice to the customer, assign this Agreement and Sorbus' rights hereunder, to any parent, subsidiary or affiliate thereof. This Agreement is not assignable by customer without the prior written consent of Sorbus and any attempted assignment without prior written consent shall be void.

Either party may terminate this Agreement at any time for failure of the other to comply with any of its terms and conditions. Sorbus reserves the right to terminate maintenance service immediately in the event customer is in default under any agreement with Sorbus. This Agreement will terminate immediately and all charges due hereunder will become immediately due and payable in the event that customer makes an assignment for the benefit of creditors, or a voluntary or involuntary petition is filed by or against customer under any law having for its purpose the adjudication of customer a bankrupt or the reorganization of customer.

Any notice or other communication given hereunder shall be in writing and mailed, if to Sorbus, to the address of Sorbus' District Office shown on the face of this Agreement, and if to the customer, to the address of the customer shown on this Agreement or to such other address as such party shall have heretofore designated by notice in writing. Any such notice, if mailed properly addressed and postage prepaid, shall be deemed given when deposited in the United States mail.

This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania and constitutes the entire Agreement between Sorbus and the customer with respect to the furnishing of Sorbus maintenance service. No provision of this Agreement shall be deemed waived, amended or modified by either party unless such waiver, amendment or modification be in writing signed by the party against whom it is sought to enforce the waiver, amendment or modification.

The foregoing terms and conditions shall prevail notwithstanding any variance with the terms and conditions of any order submitted by the customer for the repair or maintenance of the Equipment.

Customer acknowledges that it has read this Agreement, understands it, and agrees to be bound by its terms and conditions. Further, customer acknowledges that this Agreement is the complete and exclusive statement of the agreement between the parties, which supersedes all proposals or prior agreements, oral or written, and all other communications between the parties relating to the subject matter of this Agreement.

Accepted by:

Sorbus Inc.

BY: _____

TITLE: _____

DATE: _____

Accepted by:

(Customer's Full Legal Name)

BY: _____

OFFICER'S TITLE: _____

DATE: _____

For Board Meeting
of June 22, 1987

Agenda Item G-1

RESIGNATIONS

We have received letters of resignation from the following:

Michael Iacomini	DCC Instructor of Horticulture
John Wardell	DCC Instructor of Electronics

RECOMMENDATION: Board approval to accept with regret the resignations of Michael Iacomini and John Wardell.



**Sauk Valley
Community
College**

815 / 288-5511

173 IL ROUTE 2
DIXON, IL 61021-9110

MEMORANDUM

June 18, 1987

TO: Dr. Behrendt

FROM: Don Foster *DAF*

RE: Letter of Resignation from Michael Iacomini - DCC Program

Enclosed is a letter of resignation from Michael Iacomini, instructor of horticulture in the SVCC-DCC Program effective July 1, 1987.

We will be seeking a replacement for this vacancy at once.

DF/js

cc Dennis Day

Enclosure

815 / 288-5511



**Sauk
Valley
College**

R.R.5 DIXON, ILLINOIS 61021

Box 65
Dixon, IL 61021

Dr. Richard Berhendt
President, Sauk Valley College
173 IL RT. 2
Dixon, IL 61021

Dear Dr. Berhendt,

I have been offered a position that includes a wider range of responsibilities and that will lead into a greater supervisory position.

Therefore, I will be leaving Sauk Valley College as of July 1st, 1987. Meantime, I will place my efforts into preparing the program for my replacement.

Respectfully,

Michael Iacomini



**Sauk Valley
Community
College**

815 / 288-5511

173 IL ROUTE 2
DIXON, IL 61021-9110

MEMORANDUM

June 18, 1987

TO: Dr. Behrendt

FROM: Don Foster *DF*

RE: Resignation of John Wardell - DCC Program

John Wardell has resigned his position as an instructor of electronics in the SVCC-DCC Program in order to accept the electronics position on campus. A copy of his letter is enclosed. The effective date of his resignation is August 20, 1987--which will allow him to complete the current module and will give us time to find a replacement so that the instruction for that program will not be disrupted.

DF/js

cc John Wardell
Dennis Day

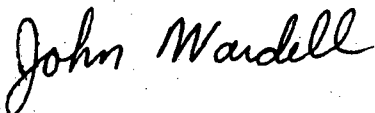
June 15, 1987

Dr. Don Foster
Dean of Instruction
Sauk Valley Community College
173 IL Rt. 2
Dixon, IL 61021

Dear Dr. Foster:

I accept your offer to teach electronics at the Sauk Valley Community College main campus beginning August 21, 1987. Also, please consider this letter as my letter of resignation from the electronics instructor's position at the Dixon Correctional Center, effective August 20, 1987.

Respectfully,

A handwritten signature in cursive script that reads "John Wardell".

John Wardell
Instructor

For Board Meeting
of June 22, 1987

Agenda Item G-2

PARA-PROFESSIONAL SALARY SCALE

The college currently has a para-professional salary scale with one employee placed on that scale. Furthermore, there have never been a significant number of staff members classified as para-professionals. Since we have little need for the scale and since employees currently or formerly on the scale could be placed on the Classified Salary scale, it seems pointless to have a para-professional classification.

RECOMMENDATION: Board approval to abolish the para-professional salary scale and appropriate placement of the one employee on that scale on the Classified Staff Salary scale with the previously-approved classified staff increase for 1987-88.

For Board Meeting
of June 22, 1987

Agenda Item G-3

CONTRACTUAL APPOINTMENT

As per the attached memorandum, the administration is recommending the appointment of Ms. Rhea Edge to the position of Director of the Sauk Valley Community College Educational Program at the Dixon Correctional Center.

Ms. Edge will begin her duties at DCC on August 1, pending approval by the Board of Trustees.

RECOMMENDATION: Board approval to appoint Rhea Edge as Director of the SVCC Educational Program at the Dixon Correctional Center.



**Sauk Valley
Community
College**

173 IL ROUTE 2
DIXON, IL 61021-9110

815 / 288-5511

MEMORANDUM

June 18, 1987

TO: Dr. Behrendt

FROM: Don Foster *DF*

RE: Recommendation to Appoint Rhea Edge as Director of
the SVCC-DCC Program

This memorandum will serve as a recommendation to appoint Rhea Edge as Director of the SVCC Educational Program at DCC. The supporting rationale for this recommendation is outlined below along with a copy of her resume and a job description for this position.

The following information is presented in support of this recommendation.

I. Academic Training

Ms. Edge holds a Master of Fine Arts Degree in Design, a Masters Degree in Art, and a Bachelors Degree in Education from Illinois State University. She has also completed graduate studies in art from the Brooklyn Museum of Art in New York. She also participated in a number of training programs in correctional education sponsored by the Illinois Department of Corrections.

II. Background and Experience

Ms. Edge has served as a college instructor at both the university level and two year college vocational level in a correctional center. She started the Graphic Arts Program at Dwight Correctional Center in 1983. She was responsible for developing the curriculum, purchasing the equipment, designing the new instructional facilities, preparing and administering a competency based educational system for her program, and providing for the building security at her instructional site at Dwight. In addition, she served as acting director for the Lincoln College Program at Dwight in the absence of the director and fulfilled a number of administrative responsibilities. Thus, she brings a solid record of instructional, administrative, and corrections achievement to the SVCC-DCC Program.

III. Recommendations

Ms. Edge's references all gave her excellent recommendations. Her references included Lincoln College officials, Dwight Correctional officials, and Illinois Department of Corrections - School District #428 officials. She is regarded as an excellent instructor and competent administrator. Her organizational skills are reputedly good and she is regarded as an excellent communicator. Her supervisor at Dwight stated that she is a very strong person with good leadership skills. She has performed well in building and administering her program at Dwight. The student-inmates respect her and recognize her ability to enforce DOC security procedures. All of her references stated that she has good administrative potential and that they would gladly hire her again if given the opportunity.

IV. Selection Process

Position announcements and letters requesting applications were sent to the assistant warden for programs in all Illinois correctional centers, to the community college coordinators of all Illinois community colleges having correctional center programs, to School District #428 officials, and to DAVTE. We received 14 applications and interviewed four candidates for the position. The applications were screened by Dr. Behrendt, Larry Sachs, Assistant Warden for Programs at DCC, Richard Gramley, Warden at DCC, John Castro, Deputy Superintendent for School District #428, and Don Foster. All of the above listed persons participated in the interview process for all four finalists. Also, Dr. Martin Power, Educational Administrator III at DCC and the SVCC-DCC faculty interviewed the four finalists. Ms. Edge was highly rated by everyone and will have the necessary support to provide leadership for the SVCC-DCC Program.

V. Personal Qualifications

Ms. Edge is a first rate professional in every respect. She is a very strong person with good leadership qualities. Her background in higher education, vocational education, and corrections has provided her with the necessary competence to be a successful program director. She will be a welcome addition to the community, the correctional center, and the SVCC administrative team.

DF/js

Enclosures

DIRECTOR OF THE SAUK VALLEY COMMUNITY COLLEGE
EDUCATIONAL PROGRAM AT DIXON CORRECTIONAL CENTER

The Director of the Sauk Valley Community College Educational Program at the Dixon Correctional Center reports to the Dean of Instruction and is responsible for administering and supervising the prison inmate educational program, including all vocational programs and university parallel course offerings.

Duties and Responsibilities

1. To coordinate the development of an instructional schedule for the program for each 12 month year and to assign individual instructors to implement the schedule.
2. To coordinate the educational program with the Educational Administrator III from School District #428 at the Dixon Correctional Center and other Department of Corrections officials.
3. To evaluate all full and part-time faculty and to submit annual recommendations to the Dean of Instruction.
4. To supervise all professional and clerical staff in the program and be responsible for the assignment and monitoring of office hours, maintaining a record of absences, arranging for substitute instructors, and providing for general supervision of all personnel in the college instructional program located at the center.
5. To coordinate, evaluate, and recommend revisions in the curriculum for all instructional programs.
6. To prepare an annual budget request for the program and to administer the budget under the supervision of the Dean of Instruction.
7. To recommend catalog additions, revisions, and deletions of course offerings for all educational programs under his/her jurisdiction.
8. To complete and submit to the Dean of Instruction all forms and state reports for his/her area of responsibility and to be responsible for submitting any required reports to the Educational Administrator III, School District #428 and the Department of Corrections.
9. To provide educational leadership for the professional staff, including leadership for faculty development, long range planning, and program research.
10. To maintain a liaison with appropriate officials at the Dixon Correctional Center, School District #428, and Sauk Valley College in order to facilitate the day to day operations of the program.
11. To be responsible for ensuring that the educational program is in compliance with all security regulations and procedures

DIRECTOR OF THE SAUK VALLEY COMMUNITY COLLEGE
EDUCATIONAL PROGRAM AT DIXON CORRECTIONAL CENTER

-2-

as specified by the Dixon Correctional Center and officials from the Department of Corrections.

12. To develop, in cooperation with the Dean of Instruction and the Educational Administrator III from School District #428, an annual set of goals for the program and to assist in preparing the annual contractual agreement between Sauk Valley Community College and School District #428.
13. To prepare and submit an annual report summarizing the extent of accomplishment of the goals for the program.
14. To assume responsibility for program evaluation and cooperate with college follow-up studies.
15. To assume all other reasonable professional duties and responsibilities as assigned by the Dean of Instruction.

March 1984

For Board Meeting
of June 22, 1987

Agenda Item G-4

INSTRUCTIONAL APPOINTMENT

The administration is recommending the appointment of John H. Wardell as Instructor of Electronics to fill the position recently approved by the Trustees.

RECOMMENDATION: Board approval to hire John H. Wardell as Instructor of Electronics effective August 21, 1987.



**Sauk Valley
Community
College**

173 IL ROUTE 2
DIXON, IL 61021-9110

815 / 288-5511

MEMORANDUM

June 11, 1987

TO: Dr. Behrendt

FROM: Don Foster *DF*

RE: Recommendation to Appoint John H. Wardell to the
Position of Instructor of Electronics

Qualifications

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

Recommendations

Mr. Wardell's references all gave him high marks. He was highly regarded as an instructor at Spoon River College and has done an excellent job of developing and teaching the electronics program in the SVCC-DCC Program. Both his written recommendations and telephone references project a picture of a solid electronics instructor with an excellent understanding of vocational education at the community college level.

Selection Process

This position was listed in The Chronicle of Higher Education. The position announcement was also sent to 23 university placement services. We received 19

applications and interviewed three people for the position. Zollie Hall and Jean Cogdall screened the applicants. Don Foster conducted an in-depth interview with the three finalists. They were also interviewed by Zollie Hall and his staff. Mr. Wardell was the unanimous first choice for this position.

Personal Qualifications

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

DF/js

cc Zollie Hall
Personnel File

For Board Meeting
of June 22, 1987

Agenda Item H-1

TITLE III HIGHER EDUCATION ACT GRANT APPLICATION

Title III of the Higher Education Act as amended in 1986 provides federal grants to eligible institutions "...to improve their academic quality, institutional management, and fiscal stability in order to increase their self-sufficiency..."

The college is preparing a grant application for submission about August 1. A summary of proposed grant funded activities is attached.

The regulations require the governing body of the college officially authorize the filing of the application and institutional Assurances which are attached.

RECOMMENDATION: Board approval to file the Title III grant application and sign the Assurances.

TITLE III OF THE HIGHER EDUCATION ACT

Summary of Grant Application

NOTE: This summary represents a planned program of activities for a five year period. The final regulations have not yet been published by the U.S. Department of Education. These regulations may alter the time frame and scope of activities somewhat.

It is estimated that the application will request about \$500,000 per year for five years.

1. CURRICULUM IMPROVEMENT

At least ten programs (two per year) will be revised. At least one new program will be developed. Grant funds will provide for faculty release time, equipment and supplies.

A satellite dish, big screen television and video equipment will be purchased to provide downlink capability.

A "critical literacy" program of incorporating more writing assignments in courses other than English will be developed. Grant funds will provide release time for a faculty coordinator and stipends for participating faculty.

2. COMPREHENSIVE STUDENT SUPPORT SERVICES

A centralized academic advising and assessment center will be established with a full-time coordinator. Selected faculty members will be trained as academic advising specialists. Students, particularly part-time students will receive systematic testing, advising and counseling in order to improve retention.

A peer advising system will be established and peer advisors trained.

A student orientation program will be developed including video presentations on various student supportive services.

3. MANAGEMENT INFORMATION SYSTEM

The necessary hardware to implement management information functions on the IBM 4346 will be purchased. Software will be purchased and/or developed over a three to five year period.

4. COMPREHENSIVE COLLEGE-WIDE STAFF DEVELOPMENT

A Staff Development Coordinator will be employed to develop and operate a comprehensive staff development program. The program will include teaching skills improvement through on and off campus workshops, the development of individual faculty professional development plans, content refresher and upgrading through attendance at seminars, conferences and workshops, on and off campus workshops for clerical support staff to improve public contact skills.

5. PRIVATE SECTOR FUNDS DEVELOPMENT

An Assistant Director of Planning and Resource Development will be employed to provide the Director with release time to develop the college capability for private sector fund raising. Resource materials and computer donor management software will be purchased. A complete donor management system will be established. Training and orientation will occur at on and off campus workshops.

6/16/87

U.S. DEPARTMENT OF EDUCATION
OFFICE OF POSTSECONDARY EDUCATION
WASHINGTON, D.C. 20202

FORM APPROVED
OMB 1840-0113

GRANT APPLICATION FOR THE STRENGTHENING PROGRAM
(Authority: Title III, Higher Education Act, 1965,
as amended by Public Law 96-374)

Exp. Date: 12-31-83
INSTITUTIONAL
ASSURANCES

NAME OF APPLICANT INSTITUTION
Sauk Valley College

The applicant hereby assures and certifies that it will comply with the regulations, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this federally assisted project. Also the applicant assures and certifies with respect to the applicant institution that:

1. ☒ It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been adopted or passed as an official act of the applicant's governing body, authorizing the filing of this application, including all understandings and assurances contained therein, and directing the authorizing person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required. (Append a copy of the resolution.)
2. ☒ It will not use funds under Title III of the Higher Education Act of 1965, as amended, for activities that are inconsistent with any State plan for higher education or a State plan for desegregation of higher education, if any, applicable to the institution.
3. ☒ It will not use funds under a development grant to duplicate an activity for which it has received funds or is receiving funds under any Institutional Aid Programs; or under the SDIP if its SDIP grant is scheduled to expire after September 30, 1982.
4. ☒ If any phase of the program to be implemented under this application will involve subjecting individuals to the risk of physical, psychological, sociological, or other harm, it will comply with the requirements of Pub. L. 93-348 as implemented by 45 CFR 46.
5. ☒ It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act as they apply to hospital and educational institution employees of State and local governments.
6. ☒ It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
7. ☒ It will give the grantor agency or the Comptroller General through any authorized representative access to and the right to examine all records, books, papers, or documents related to the grant.
8. ☒ It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with FMC 74-7.

(The applicant must include an explanation, on a separate sheet of paper, for each box that is not checked.)

CIVIL RIGHTS CERTIFICATE

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AND THE AGE DISCRIMINATION ACT OF 1975

The applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts or contracts of insurance or guaranty), property, discounts, or other Federal financial assistance to education programs or activities from the Department of Education.

The applicant assures that it will comply with:

Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d *et seq.*, which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance.

Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving Federal financial assistance.

Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 *et seq.*, which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance.

The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 *et seq.*, which prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance.

All regulations, guidelines, and standards lawfully adopted under the above statutes by the United States Department of Education.

The applicant agrees that compliance with this Assurance constitutes a condition of continued receipt of Federal financial assistance, and that it is binding upon the applicant, its successors, transferees, and assignees for the period during which assistance is provided. The applicant further assures that all contractors, subcontractors, subgrantees or others with whom it arranges to provide services or benefits to its students or employees in connection with its education programs or activities are not discriminating in violation of the above statutes, regulations, guidelines, and standards against those students or employees. In the event of failure to comply the applicant understands that assistance can be terminated and the applicant denied the right to receive further assistance. The applicant also understands that the Department of Education may at its discretion seek a court order requiring compliance with the terms of the Assurance or seek other appropriate judicial relief.

Any person or persons whose signature(s) appear(s) below is/are authorized to sign this application, and to commit the applicant to the above provisions.

Date


Authorized Official(s)

Name of Applicant or Recipient

Street

City, State, Zip Code

For Board Meeting
of June 22, 1987

Agenda Item H-2

PROPOSED BOARD POLICY TO FULFILL INSTRUCTOR
COMPETENCE IN ORAL ENGLISH
(FIRST READING)

Attached is a proposed Board Policy to fulfill the requirements of the new statute requiring Oral English competence for all college instructors.

This is submitted to the Board at this time for first reading.

RECOMMENDATION: Board approval of the attached policy for first reading.



**Sauk Valley
Community
College**

815 / 288-5511

173 IL ROUTE 2
DIXON, IL 61021-9110

MEMORANDUM

June 16, 1987

TO: Dr. Behrendt

FROM: Don Foster *DF*

RE: Recommended Policy to Implement Illinois Public
Community College Act as Amended by Section 3-29.2
(SB1516 of 1986) Instructor Competence in Oral
English

Enclosed is a proposed policy to fulfill the requirements of the new statute requiring Oral English competence for all college instructors. Also, enclosed is a recommended form to be used to implement the policy.

DF/js

cc Academic Council
John Sagmoe

PROPOSED BOARD POLICY TO FULFILL INSTRUCTOR
COMPETENCE IN ORAL ENGLISH

The Sauk Valley Community College Board of Trustees recognizes that the ability to communicate effectively is an essential skill necessary for faculty. Therefore, to assure that all SVCC faculty are proficient in oral English, it is the policy of the Board of Trustees that the following guidelines be used in the evaluation of candidates for employment for teaching at the college:

Full-time Faculty

Effective July 1, 1987, all final candidates for full-time employment in any position where a classroom teaching assignment may be a required component of the position applied for will be required to make a fifteen minute, oral lesson presentation which will be evaluated for oral English proficiency by appropriate college administrators.

Part-time Faculty

Effective July 1, 1987, all new personnel hired for part-time teaching assignments at the college will be required to attend screening interviews with the appropriate instructional dean or his/her designated representative, such interviews being structured to insure appropriate evaluation of oral English proficiency.

All supervisor evaluations of current teaching faculty will include an assessment of oral English proficiency, and all positive recommendations made pursuant to such evaluations will be indicative of a satisfactory evaluation of oral English proficiency.

In the event of a negative recommendation related to oral English proficiency made pursuant to an evaluation of a current teaching faculty member, SVCC will favorably consider reasonable requests for Faculty Development fund resources to pay for such special assistance as may be necessary to improve the spoken English competency to an acceptable proficiency.

SAUK VALLEY COMMUNITY COLLEGE
173 ILLINOIS ROUTE 2
DIXON, ILLINOIS 61021-9110

TO: Dean of Instruction

FROM: Academic Departments and Programs

SUBJECT: Certification of Faculty in Oral English
Language Proficiency

Name: _____

Address: _____

The above named individual being recommended for employ-
ment as a(n) full-time faculty/part-time faculty member
(circle one)

teaching _____
(department/program or course/discipline)

in our professional judgment as having oral English

Language proficiency as of _____
(date)

Assistant Dean/Director

Dean of Instruction

Note: This certification is part of the Sauk Valley
Community College program to Assess Oral English
Language Proficiency for Classroom Instruction
which has been implemented in compliance with
the Illinois Public Community College Act as
amended by Section 3-29.2 (SB1516 of 1986).

Bob Wolf - 6/22/87

H-3

POLICY PROPOSAL

It is recognized by the majority of current taxpayers in the Sauk Valley Community College District that the area and its incumbent communities should encourage new industries or other enterprises, as well as the expansion of existent facilities. It is further recognized that these enterprises should be fully willing to accept their fair share of support of public services which are the equal and inherent burden of all personal and commercial property owners. It is therefore the policy of the Sauk Valley Community College Board of Trustees to deny consideration of requests for the abatement of taxation as a form of enticement to enterprises which would seek to exempt themselves from this equitable form of contribution to the common good.

Rationale in support of the proposed policy concerning tax abatements:

1. Any new facility or expansion of an existent facility must, by its nature, be accompanied by an increase in the need for public services sustained by local property taxation. In the absence of this fiscal support, either services to all must be diminished or the increased financial burden must be distributed amongst the balance of the taxpayers, creating a situation in which the remaining taxpayers are paying well in excess of their rightful share.
2. Increases in the student population will not be accompanied by equivalent increases in the tax revenues if abatements are granted. This would mean that either the quality of education would have to be diminished or the increased costs of sustaining quality education would have to be borne by all students through tuition increases.
3. This Board of Trustees must be realistic about future referendum chances if abatements are granted. No constituency is inclined to vote favorably on such issues when the governing board has habitually exempted profit-making enterprises from their fair share.

4. One of the criteria which has long been one of the enticements to new industry is the quality of education available in the area under consideration. We must ask ourselves if it is now truly an enticement to assure prospective industries that the educational quality will diminish. We should instead concentrate on those industries who express a desire to contribute to the community they will join through their taxation. One does not clearly perceive this willingness through the request for tax abatement.

5. Inevitably, tax abatement creates an unfair advantage to those facilities which move frequently. There is already evidence which would indicate that some companies move frequently to capitalize on their leverage with new communities which are desperate to revitalize. Many of these companies will move frequently enough to avoid, on a rather permanent basis, the payment of property taxes. This often bankrupts the publicly supported services in a community which has sold its soul in its search for growth. It would not seem to be an appropriate manifestation of this Board's authority to contribute to such a manipulation of the marketplace.

6. It is unlikely that a selective policy which creates criteria for eligibility will be justly executed. Under such a policy it seems inevitable that the acceptance or refusal of abatement requests will appear, and actually be, highly

arbitrary. Our policy must be "all or none", and the obvious
impacts that abatements will have on this area, combined
with the public reaction which has already been clearly
voiced, it becomes incumbent upon this Board to declare that
it shall be "none".

REBUTTAL TO TAX ABATEMENT POLICY PROPOSAL

I strongly disagree with the proposal distributed at the last Board meeting regarding tax abatement. I can not and will not support such a policy. It is shortsighted and fails to look at the broad economic implications of industrial development. Tax abatement has become an important component in attracting new business, whether we like it or not. It would be nice if we did not have to offer such incentives, but that is the reality we must face. High sounding phrases don't create jobs.

My position comes from a belief that one of the highest responsibilities of a governmental entity is the promotion and enhancement of job opportunities for its citizens. Failure to accept this responsibility disregards the basic human needs that are fulfilled by gainful employment.

The Sauk Valley Community College Board must act in the best interests of the college. Other taxing entities must evaluate tax abatement from their perspective. It is completely possible that what is good for SVCC may not be good for a city or common school.

The economics for SVCC support tax abatement. Since only one-third of our income results from local taxes, our revenue increases with every new student. New jobs add new students. The calculation of the economic benefit to SVCC becomes a matter of simple incremental costing. If the incremental cost of adding one more student is more than than we receive in tuition and state aid, then tax abatement is economically unsound. If tuition and state aid are more than the cost of the additional student, then SVCC economically benefits. Since our marginal costs are very small, new jobs and more students means more income and an improved financial condition for SVCC.

Added jobs also means more residents who do pay property taxes and who spend money in commercial establishments that pay property taxes. Although the industry may get an initial break, our local property tax base may indeed climb from these related factors. In no case would our tax base decline.

POINT BY POINT REBUTTAL

1. It makes no difference to SVCC if they demand more services, since two-thirds of our income results from tuition and state aid, not property taxes. This statement applies only to those entities that rely almost entirely on property taxes.

2. This is just not true. We would not directly increase the one-third we get from property taxes, although we may get some secondary increase because of new housing construction or retail expansion. The reality is we would improve our financial position and enhance our quality. By the theory of incremental costing tuition could actually decline.

3. Why? Support for job creation is positive in my mind. Maybe we just need to do a better job of educating the public on tax abatement.

4. My comment is the same as in number two. When tax abatements are a fact of life, why wouldn't a prudent businessman avail himself of this opportunity to lower his costs.

5. Agree. Each request should be considered on its own merits. There are other ways to avoid this problem rather than simply denying all requests because some might take advantage of the program. Are National or Raynor going to be moving every few years?

6. Disagree! As thinking individuals we can and should weigh the circumstances of each request. It would be nice if we could shirk our responsibility and say "all or none" automatically. No thought, no criticism and no jobs. Is that representing the public interest?

Ed Andersen

7/20/87



173 IL ROUTE 2
DIXON, IL 61021-9110

State of Illinois)
) SS
County of Lee)

I, Marilyn Vinson, do hereby certify that I am the Secretary to the Board of Trustees of Sauk Valley Community College, Lee County, Illinois, and that the attached is a true and correct copy of a resolution duly adopted by the Board of Trustees of the College at its regular meeting held on June 22, 1987, at the offices of the College, 172 Illinois Route 2, Dixon, Illinois, 61021, at which time and place a quorum was present.

Marilyn Vinson

Marilyn Vinson, Secretary to the
Board of Trustees of Sauk Valley
Community College, Lee County,
Illinois

NOTICE OF ESTABLISHMENT OF PREVAILING WAGES

Board of Trustees of Sauk Valley Community College, Lee County, pursuant to Chapter 48, §39S-1 through 39S-12, Prevailing Wage Law, hereby gives notice that it has made a determination as required by said law of the prevailing hourly rates of wages being paid to all laborers, workmen and mechanics engaged in work of similar character in the locality of Sauk Valley Community College, to that of the construction of public works coming under the jurisdiction of the Board of Trustees of Sauk Valley Community College. A copy of said determination is available for inspection at the office of the President, 173 Illinois Route 2, Dixon, Illinois.

Dated this 22 day of June, 1987.

By order of the Board of Trustees
of Sauk Valley Community College
Lee County, Illinois

RESOLUTION

ESTABLISHING PREVAILING WAGES

WHEREAS, Illinois Revised Statutes, Chapter 48, §39S-1 through 39S-12, Prevailing Wage Law, as amended, requires that the public body awarding any contract for construction of public works, exclusive of maintenance work, shall ascertain the general prevailing hourly rate of wages for employees engaged in such work; and.

WHEREAS, the statutes further provide that said rate of pay be publicly posted and/or kept available for inspection by any interested party and certified copy thereof promptly filed in the Office of the Secretary of State.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Sauk Valley Community College, Lee County, Illinois, to the extent as required by "AN ACT regulating wages of laborers, mechanics and other workmen employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works," as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workmen engaged in the construction of public works coming under the jurisdiction of the Board of Trustees is hereby ascertained to be the same as the prevailing rate of wage for construction work in Lee County area as determined by the Department of Labor of the State of Illinois as of June 1, 1987.

BE IT FURTHER RESOLVED that nothing herein contained shall be construed to apply to the prevailing hourly rate of wages in the locality for employment other than public works construction as defined in the Act; and

BE IT FURTHER RESOLVED that the Secretary of the Board of Trustees be and is hereby directed to file a certified copy of this Resolution with the Secretary of State and the Department of Labor of the State of Illinois.

BE IT FURTHER RESOLVED that the Notice of this determination shall be published in the Alton Telegraph in the City of Alton, Illinois, a newspaper of general circulation within the area.

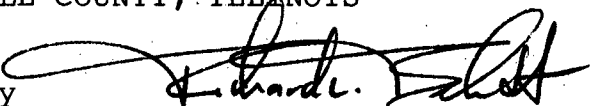
BE IT FURTHER RESOLVED that the Secretary shall publicly post or keep available for inspection by any interested party in the main office of this Board of Trustees this determination of such prevailing rate of wages.

BE IT FURTHER RESOLVED that the Secretary of the Board of Trustees shall mail a copy of this determination to any employer and to any person or association of employees who have filed their names and addresses requesting copies of any determination stating the particular rates and the particular class of workmen whose wages will be effected by such rates.

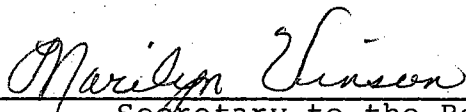
Approved this 22nd day of June, 1987.

BOARD OF TRUSTEES OF SAUK VALLEY
COMMUNITY COLLEGE
LEE COUNTY, ILLINOIS

By


President District #506

ATTEST:


Secretary to the Board of Trustees
District #506

ILLINOIS DEPARTMENT OF LABOR
CONCILIATION AND MEDIATION SERVICE
PREVAILING WAGES FOR CONSTRUCTION TRADES
FOR THE COUNTY OF LEE, EFFECTIVE 06/01/87

These Prevailing Wages shall be included in the contracts and their advertised specifications to which any public body, as defined in CHAPTER 48, SECTION 395-2, ILL. REV. STAT., is a party, for the construction, reconstruction, maintenance and/or repair, including painting, redecorating, asbestos abatement, encapsulators or removal, and landscaping of public buildings or public works within the State of Illinois which requires or involves the employment of mechanics, laborers and owner/operators excluding independent contractors. Minimum wages, overtime rate and fringe benefits certified herein shall be paid and the scale of wages to be paid shall be posted by the contractor in a prominent and easily accessible place at the site of work. This determination is the property of the Illinois Department of Labor and shall not be altered without their consent in writing.

NAME OF TRADE	RG	TYP	L S	HOURLY RATES		OVERTIME RATE			HRLY FRINGE RATES		
				BASIC	FORMN	WKDY/SA/SU/HL	WLF	PENSN	VACTN		
ASBESTOS WKRS		BLD		18.800	19.800	2.0	2.0	2.0	1.875	1.945	.000
BOILERMAKERS		BLD		19.200	20.750	1.5	1.5	2.0	2.050	1.200	.000
BRICKLAYERS		BLD		17.700	18.450	1.5	1.5	2.0	1.500	1.500	.000
MILLWRIGHTS TECH		BLD		16.480	17.480	1.5	1.5	2.0	1.550	1.450	.000
CARPENTERS		BLD		15.650	16.750	1.5	1.5	2.0	1.500	1.850	.000
CARPENTERS		HWY		17.660	18.660	1.5	1.5	2.0	1.500	1.750	.000
CEMENT MASONS		ALL		16.230	16.730	2.0	2.0	2.0	1.500	2.500	.000
ELECTRICIANS		BLD		19.000	20.250	1.5	1.5	2.0	1.450	1.400	.000
GLAZIERS		BLD		16.240	16.990	1.5	1.5	2.0	1.250	1.750	.000
GLAZIERS	SW	BLD		14.500	15.100	1.5	1.5	2.0	1.250	1.000	.000
IRON WORKERS	N	ALL		18.470	19.340	2.0	2.0	2.0	2.150	3.375	.000
IRON WORKERS	S	ALL		17.260	17.610	2.0	2.0	2.0	2.170	1.950	.000
LABOREPS		ALL		14.870	15.070	1.5	1.5	2.0	1.250	2.400	.000
MARBLE WORKERS		BLD		15.830	16.080	1.5	1.5	2.0	1.500	1.400	.000
OPER. ENGINEERS		BLD	1	19.500	20.000	2.0	2.0	2.0	2.250	2.250	1.250
OPER. ENGINEERS		BLD	2	18.200	18.700	2.0	2.0	2.0	2.250	2.250	1.250
OPER. ENGINEERS		BLD	3	16.550	17.050	2.0	2.0	2.0	2.250	2.250	1.250
OPER. ENGINEERS		BLD	4	14.800	15.300	2.0	2.0	2.0	2.250	2.250	1.250
OPER. ENGINEERS		HWY	1	19.350	19.850	1.5	1.5	2.0	2.250	2.250	1.250
OPER. ENGINEERS		HWY	2	18.800	19.300	1.5	1.5	2.0	2.250	2.250	1.250
OPER. ENGINEERS		HWY	3	17.650	18.150	1.5	1.5	2.0	2.250	2.250	1.250
OPER. ENGINEERS		HWY	4	16.250	16.750	1.5	1.5	2.0	2.250	2.250	1.250
OPER. ENGINEERS		HWY	5	15.050	15.550	1.5	1.5	2.0	2.250	2.250	1.250
WELL DRILLERS		ALL	1	17.450		1.5	1.5	2.0	1.700	1.500	.000
WELL DRILLERS		ALL	2	16.250		1.5	1.5	2.0	1.700	1.500	.000
PAINTERS (BR&PL)		BLD		12.800	13.050	1.5	1.5	2.0	.000	.000	.000
PLUMBERS/FITTERS		BLD		17.000	18.700	1.5	1.5	2.0	1.490	2.310	.000
PLASTERERS		BLD		16.170	16.670	2.0	2.0	2.0	1.500	2.500	.000
SPRINKLER FITTERS		BLD		18.400	19.650	1.5	1.5	2.0	1.950	1.600	.000
ROOFERS		BLD		18.650	19.650	1.5	1.5	2.0	1.750	1.310	.000
SHEETMETAL WKRS		BLD		17.390	18.720	1.5	1.5	2.0	1.150	2.960	.000
STONE WORKERS		BLD		17.700	18.450	1.5	1.5	2.0	1.500	1.500	.000
TERRAZO WKRS		BLD		15.830	16.080	1.5	1.5	2.0	1.500	1.400	.000
TILL LAYERS		BLD		15.830	16.080	1.5	1.5	2.0	1.500	1.400	.000
TRUCK DRIVERS		ALL	1	15.425		1.5	1.5	2.0	2.000	1.525	.000
TRUCK DRIVERS		ALL	2	15.825		1.5	1.5	2.0	2.000	1.525	.000
TRUCK DRIVERS		ALL	3	16.025		1.5	1.5	2.0	2.000	1.525	.000
TRUCK DRIVERS		ALL	4	16.275		1.5	1.5	2.0	2.000	1.525	.000
TRUCK DRIVERS**	E	ALL	1	16.500		1.5	1.5	2.0	.000	.000	.000
TRUCK DRIVERS**	E	ALL	2	16.650		1.5	1.5	2.0	.000	.000	.000
TRUCK DRIVERS**	E	ALL	3	16.850		1.5	1.5	2.0	.000	.000	.000
TRUCK DRIVERS**	E	ALL	4	17.050		1.5	1.5	2.0	.000	.000	.000
				WELFR \$66.00 PWK/PENSN \$61.00 PWK							

NOTE:

Owner/operators in any classification shall be paid an amount per hour equal to the sum of the prevailing wage and the amount shown in the latest "Schedule of Average Annual Equipment Ownership Expense" publication issued by the Illinois Department of Transportation.

1 Such inclusion (including incorporation by reference) in a contract shall not and cannot contradict or affect the interpretation of this determination, no matter what other provisions of such contract or advertisement may say. If any such other provision shall be held to contradict or affect the interpretation of this determination, this determination shall be null and void, thereby rendering the contract null and void. The Department shall be the sole authority as to the interpretation of this determination.

Failure to comply with this determination shall be a material breach of such contracts. "Failure to comply" includes but is not limited to both a failure to keep an accurate record of the names, occupation and actual wages paid, which record shall show the various activities and classifications of work undertaken by each individual, each day, and as well a failure to pay appropriately. A contractor shall show compliance to the public body by (if the Department of Labor has not otherwise investigated compliance) presenting either a notarized statement under penalty of perjury and fraud from an officer of the company following his inspection of payroll and non-payroll records that the contractor has complied with this determination or a verification to the same effect from a certified public accountant following an audit. A failure to present such a verification shall constitute a failure to comply, and shall be the basis for liens by or for all employees and civil and criminal enforcement of the contract and the Prevailing Wage Act. Verifications shall accompany all lien-waivers and other demands for payment. A failure to comply on the part of a contractor followed by contractual payment notwithstanding by a public body, shall reveal the determination-stipulation as in fact unenforced by the public body, rendering both determination-stipulation and contract null and void for purposes of

The definitions of owner/operators and independent operators can be found in "Guidelines Concerning the Illinois Prevailing Wage Act".

3 This determination incorporates and includes the Department's "Guidelines Concerning the Illinois Prevailing Wage Act" and the Act itself.

4 Overtime applies as shown to hours after 40 in a week, after eight hours in a day, Saturdays and Sundays. There is no "4-10s" exception. Further overtime applies to combinations of private and public work. Thus, if an employee works 38 hours of private work in a week before 4 hours of public work, 2 hours of the public work is overtime at prevailing wage. Thus, too, an employee who works 6 hours in private work and 4 hours on public works, has worked 2 overtime hours at the prevailing wage. Overtime problems often occur regarding supposed before and after work vehicle driving; for a description of the coverage of the Act as to such situations, contact the Superintendent of the Conciliation and Mediation Division for the Department's "Letter on Travel."

5 This electrician classification is subject to a further 3% pension "surcharge" on the hourly rate (including overtime premium). Note that the 3% does not apply to the other hourly fringe rates shown.

TRUCK DRIVERS

EXPLANATION OF CLASSES - BUILDING, HEAVY AND HIGHWAY WORK

Classification of work in the following Counties of Illinois:

Adams, Alexander, Bond, Brown, Bureau, Calhoun, Carroll (South), Cass, Champaign, Christian, Clark, Clay, Clinton, Coles, Crawford, Cumberland, Dewitt, Douglas, Edgar, Edwards, Effingham, Fayette, Franklin, Fulton, Gallatin, Greene, Hamilton, Hancock, Hardin, Henderson, Henry, Jackson, Jasper, Jefferson, Jersey, Johnson, Knox, LaSalle, Lawrence, Logan, Macon, Macoupin, Madison, Marion, Marshall, Mason, Massac, McDonough, Menard, Mercer, Monroe, Montgomery, Morgan, Moultrie, Peoria, Perry, Platt, Pike, Pope, Pulaski, Putnam, Randolph, Richland, Rock Island, Saline, Sangamon, Schuyler, Scott, Shelby, St. Clair, Stark, Tazewell, Union, Vermilion, Wabash, Warren, Washington, Wayne, White, Whiteside, Williamson; and parts of Ford (except North), JoDaviess (west), Lee (except East), McLean (except North), Ogle (South), and Woodford (except East).

Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehousemen, mechanic helpers, greasers and firemen, pickup trucks when hauling materials, tools, or men to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydraulic trucks, or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, mechanics and working foremen, and dispatchers.

Five axle or more combination units.

Class 4. Low boy and Oil Distributors.

TRUCK DRIVERS

EXPLANATION OF CLASSES - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Classification of work in the following Counties of Illinois:

DeKalb, DuPage, Grundy, Iroquois, Kane, Kankakee, Kendall, Lake, McHenry, Livingston, Will; and parts of Cook (West), Ford, (North), Lee (East), McLean, (North), Ogle (North and East), and Woodford (East).

Class 1. A-frame truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry Aids; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors, 2-man operation; Pavement Breakers; Pole Trailer, upto 40 feet; Power Mower Tractors; Self-Propelled Chip Spreader; Shipping and receiving Clerks and Checkers; Skipman; Slurry Trucks, 2-man operation; Slurry Trucks, Conveyor Operated - 2 or 3-man operation; Leasters, Unskilled Dumpmen; Warehousemen and Dockmen; Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Dispatcher: Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnpills or Turnpills other than self-loading equipment or similar equipment over 16 cubic yards. Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; additional 50¢ per hour; Slurry Trucks, 1-man operation; Winch Trucks, 3 axles or more; Mechanic - Truck Welder and Truck Painter.

Class 3. Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnpills or Turnpills other than self-loading equipment or similar equipment over 16 cubic yards. Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; additional 50¢ per hour; Slurry Trucks, 1-man operation; Winch Trucks, 3 axles or more; Mechanic - Truck Welder and Truck Painter.

Class 4. Asphalt Plant Operators in areas where it has been past practice Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

OPERATING ENGINEERS

EXPLANATION OF CLASSES - BUILDING

Classification of work in the following Counties of Illinois:

Boone, Carroll, Cook, DeKalb, DuPage, Grundy, JoDaviess, Kane, Kankakee, Kendall, Lake, LaSalle, Lee, Livingston, McHenry, Ogle, Stephenson, Whiteside, Will, Winnebago; and parts of Bureau and Putnam.

Class 1. Assistant Craft Foreman; Craft Foreman; Mechanic; Asphalt Plant; Asphalt Spreader; Autograde; Batch Plant; Benoto (requires two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver; Concrete Placer; Concrete Pump (Truck Mounted); Concrete Tower, Cranes, All, Cranes, Hammerhead, Creter Crane; Grusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, one, two and three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Locomotives, All; Motor Patrol; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Crets; Squeeze Crets-screw type Pumps; Gypsum Bulker and Pump; Raised and Bling Hole Drill; Rock Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-form Paver; Straddle Buggies; Turnpull; Tractor with Book and Side Boom; Wrenching Machines.

Class 2. Bobcat (over 3/4 cu. yd.); Boilers; Brick Forklift; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Greaser Engineer; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, inside Freight Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller (Receives an additional \$.50 per hour); Winch Trucks with "A" Frame.

Class 3. Air Compressor - Combination - Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators - (Rheostat Manual Controlled); Hoists, Inside Elevators - Push Button with Automatic Doors; Hydraulic Power Units (Pile Driving and Extracting); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 small Electric Drill Winches; Bobcat (up to and including 3/4 cu. yd.).

Class 4. vHoists, Inside Elevators, Push Button with Automatic Doors; Oilers; Brick Forklift.

EXPLANATION OF CLASSES - HEAVY & HIGHWAY CONSTRUCTION

Classification of work in the following Counties of Illinois:

Boone, Carroll, Cook, DeKalb, DuPage, Grundy, JoDaviess, Kane, Kanekee, Kendall, Lake, LaSalle, Lee, Livingston, McHenry, Ogle, Stephenson, Whiteside, Will, Winnebago; and parts of Bureau and Putnam Counties.

Class 1. Craft foreman; Asphalt Plant, Asphalt Heater and Planer Combination; Asphalt Spreader; autograder, Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27½ cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Hammerhead, Linden, Peco & Machines of a like nature; Crete Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Field Mechanic-Welder; Formless Curb and Gutter Machine; Gradall and Machines of a like nature; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Mounted; Hoists, One, Two and Three Drum; Hydraulic Backhoes; Locomotive, All; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Kam (Requires frequent lubrication and water); Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Roto Mill Grinder; Slip-Form Paver; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping form (Tunnel); Tractor Drawn Belt Loader; Tractor with Boom; Tractor-aire with Attachments; Trenching Machine; Truck Mounted Concrete Pump with boom; Raised or Bored Hole; Drills (Tunnel Shaft); Underground Boring and/or Mining Machines; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Bobcats (over ¾ cu. yd.); Boiler and Inrottle Valve; Bulldozers; Car Loader; Trailing Conveyors; Combination Backhoe Front Endloader Machine (less than 1 cu. yd. Backhoe bucket or over or with attachments); Compressor and Inrottle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 75 Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine; Burlap Machine; Belting Machine and Sealing Machine; Conveyor Muck Cars (Maglund or Similar type); Finishing Machine - Concrete; Greaser (Engineer); Highlift Shovels or Front Endloader; Hoist - Sewer Draggage Machine; Hydraulic boom Trucks (All Attachments); Locomotives, Dinky; Pump Cretes; Squeeze Cretes-Screw Type Pumps, Gypsum Bulker and Pump; Koller, Asphalt; Katory Snow Plows; Rototiller, Seaman, etc., self-propelled; Scoops - Tractor Drawn; Self-Propelled Compactor; Soreader - Chip - Stone, etc.; Scraper; Scraper - Prime Mover in tandem (regardless of size) (Add \$1.00 to Class II hourly rate for each hour and for each machine attached thereto. Add \$1.00 to Class II hourly rate for each hour); Tank Car Heater; Tractors, Push, Pulling Sneys Foot, Disc, Compactor, etc. Lug boats.

Class 3. Boilers; brooms, All Power Propelled; Cement Supply tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; rare-type tractors used for mowing, seeding, etc.; Fireman on Boilers; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Lugoer Single Drum; Jeep Diggers, Pipe Jacking Machines; Post-Hole Digger; Power Saw; Concrete Power Driven; Pug Mills; Rollers, other than asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" frame; Work Boats; Tamber - Fore-Motor Driven.

Class 4. Air Compressor - Small and Large; Asphalt Spreader, Backend Man; Combination - Small Equipment Operator; Generators - Small 50kva. and under; Generators - Large over 50kva.; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Tract-aire; Welding Machines (1 through 5); Winches, 4 Small Electric Drill Winches; Bobcats (up to and including ¾ cu. yd.).

Class 5. Oilers.

Other Classifications of work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If there is no such definition on file, the Bureau of Labor Statistics SIC list will be used. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. Further, if no such neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination.



**Sauk Valley
Community
College**

173 IL ROUTE 2
DIXON, IL 61021-9110

815 / 288-5511

MEMORANDUM

June 15, 1987

TO: Board of Trustees

FROM: Dick Groharing

SUBJECT: Annual ICCTA Meeting, June 11 - 13

On Thursday afternoon I attended the ICCTA Legislative reception. I understand it was the largest turnout of legislators since it's beginning three years ago. Dr. Behrendt and I had the opportunity to talk to several college presidents, trustees, and legislators about the concerns facing the community colleges.

Friday morning the State Relations committee met to discuss the status of the more important bills affecting community colleges. HB 143, (dividing the districts into 7 sub-districts), has passed through the House. However, it is to be ammended to apply only to Belville Area CC district. SB 1217, (to extend the Nurse Practice Act to 1997 without change), has passed the Senate, and is currently in the House Committee for Registration and Regulation. There is strong support in the House for this bill, and there is a good chance that it will pass in the fall session without further fighting on the part of the INA.

On Friday afternoon I attended a workshop on "Program Evaluation".⁶ Dr. Foster was one of the presenters. The group was told by Dr. Ivan Loch of the ICCB staff that SVCC had one of the first, and has one of the best program evaluation systems in the state.

That evening the reception and awards banquet was held. SVCC faculty member Kathryn Lillyman was one of the nominees for the 1987 faculty award, and Jim Boesen of Sterling was among the nominees for the alumni award. Awards were also given to eight senators and representatives for their legislative support of the community college system. The speaker was Ms. Carol Sasaki, founder of an organization called Helping Ourselves Means Education, (HOME), a network of people who have pulled themselves out of povery through education, and are willing to share their experiences and ideas with others trying to better themselves. A runaway and school drop out at 13, Ms. Sasaki found herself, at age 26, an unwed mother on welfare. Inspired by a local community college professor, the obviously brilliant Ms. Sasaki eventuall attained her masters degree in three years. She is an incredible example of how education and desire can lift one from poverty.

The speaker at the "early coffee" on Saturday morning was the Deputy Gov., James Reilly. He discussed the hot topic of the Governor's current tax proposal which he said would guarantee the funding level requested by the Board of Higher Education in the 87-88 budget.

SUBJECT: Annual ICCTA Meeting

The business meeting later Saturday morning consisted mainly of the approval of the 87-88 ICCTA budget, and the election of officers. Dick O'Dell, (Parkland), was elected V.P.; Joyce Heap, (Joliet), Treasurer; and Rich Anderson, (Lake County), Secretary. Tom Wilson, (Carl Sandburg), will move up from V.P. to President. I have come to know Tom rather well, and believe he will provide the association with strong and innovative leadership.

For Board Meeting
of June 22, 1987

Agenda Item J-2

PROGRAM EVALUATION AND REVIEW FOR 1986-87

Attached are the complete program evaluation and review results for the 1986-87 school year. The following programs were reviewed using the regular college procedure adopted in 1983:

Learning Resource Center

Associate Degree Nursing

Machine Tool

Mathematics

Data Processing

Accounting

Admissions and Records

Financial Aids

This is submitted to the Board as an information item.

PROGRAM REVIEW AND EVALUATION REPORT

SAUK VALLEY COMMUNITY COLLEGE

1986-87

The following programs were reviewed during the 1986-87 school year using the regular college procedure adopted in 1983.

- Learning Resources Center
- Associate Degree Nursing
- Machine Tool
- Mathematics
- Data Processing
- Accounting
- Admissions and Records
- Financial Aids

The Learning Resources Center, Admissions and Records, and Financial Aid Programs were evaluated using an alternate evaluation format more suitable for a non-academic area. The regular college evaluation system is tailored exclusively for academic programs and does not lend itself to use in evaluating support programs. A summary of the results are included in this packet.

The Program Evaluation and Review Program at Sauk Valley Community College provides for the review of each program every five years. A self-study is conducted by the faculty in the program being evaluated, one counselor, and the assistant dean for the division. A copy of the self-study is sent to all faculty members of the department for informational purposes. The self-study report is then submitted to the Curriculum Committee for review and further recommendations.

Following review by the Curriculum Committee, the evaluations are forwarded to the Dean of Instruction for his review and recommendations. The final report, containing the Curriculum Committee's recommendation and the dean's recommendation, is then presented to the college president for his review. Finally, the evaluation summaries are submitted to the Sauk Valley Community College Board of Trustees as an information item prior to the formal Program Evaluation and Review Report being submitted to ICCB.

ICCB Program Review

Learning Resources Center

Sauk Valley Community College

1987

The Learning Resources Center supports the instructional program of the college through the materials collection and professional services of the library and the audio-visual center. The LRC provides valuable information for each individual's plan for personal and career development. The LRC serves the goals and interests of students, faculty, and community.

Thus does the SVCC catalog describe the philosophy of the LRC.

More specifically relating this statement to the concerns - need, cost, and quality - for evaluation by the ICCB requires various data/criteria sources. The American College and Research Libraries' "Standards" (C & RL News, 3/79) and recent SVCC LRC student and faculty survey results are the bases for analysis.

"Standards"

The "Standards" first consider staff. SVCC has 1614 FTE students, with three professional and two support LRC staff. The "Standards" establish minimal and good ranges. For 1000-3000 FTE, 2.5 professionals and 5 support staff are minimal; 4 professionals and 10 support staff are good. The SVCC LRC professionals (comprised of a twelve-month coordinator, a nine-month librarian, and a nine-month audiovisual specialist) perhaps equal minimal service. However, because of the very inadequate number of support staff - 2 instead of 5 - the professionals complete far too many clerical/secretarial duties (such as the typing of this report) and have inadequate time for optimum basic and creative use of their training and expertise.

"Standards" suggest that the LRC program requires 7 to 12% of the educational budget of the institution. The LRC receives 4.51%, about 2.5% less than minimal.

For collection size, "Standards" recommend minimal to good ranges of 300 and 500 periodicals; 30,000 and 50,000 books; 125 and 350 movies and videotapes; and 1350 and 3200 other recorded materials. The "Standards" also set an annual minimum collection size increase of 5%.

The SVCC LRC subscribes to about 290 periodicals, somewhat less than the minimum. Its other collections - about 50,000 books, 400 movies and videotapes, and 8500 other recorded materials - are, numerically, nearer

the good range. However, lack of currency in some formats, such as movies and sound filmstrips, somewhat negates the numbers. Also, annual book acquisitions of 1175 to about 50,000 total are about 2.5%, or one half, the recommendation. Obviously, increasing the LRC budget (and its portion of the total institutional educational budget expenditure) is the only remedy to rising to or above the minimal ranges.

The "Standards" also detail general LRC and specific program requirements. Locally, three concerns are appropriate. Student/patron seating is usually quite adequate. However, shelf capacity for books, especially periodicals, and some other materials is becoming inadequate - as is floor space for addition of significant numbers of various storage units. Space for most audiovisual programs/activities and support storage is also lacking. However, to an extent, the latter problem derives from just having ended a special three-year capital outlay purchase plan for audiovisual equipment, which numbers are now largely adequate or better.

Student and Faculty Survey Results

For internal analysis of the need, cost, and quality components of this study, selective results of recent surveys (at least partially developed especially for this evaluation) will be consulted. (Although there is comment on only selective results, the complete surveys and results are addenda to this study.) Both student and faculty responses respond comparatively directly to issues of need and quality. Inference and/or implication are necessary for cost conclusions.

Through faculty distribution for completion in their classes, 315 student responses were received. All fulltime faculty and administration received surveys by direct internal mail. Only 52 (about 65%) responded.

Usage of (need for) the LRC is reflected in several questions. About 50% of the students make 1 to 5 course assignment and a like number of personal information visits to the LRC per semester. More than 30% make from 6 to more than 20 visits of each type. Fewer than 20% make neither type. Perhaps comparably, about 20% have instructors who never assign LRC work. If knowledge of the LRC results from or correlates, in any way, with need, it is probably positive that only 13% of the students believe their knowledge of the library is inadequate. A greater 37% acknowledge inadequate information about audiovisual.

In terms of the materials which the students do use in the LRC, there is some variation between course assignment and personal visits. Rank order and percentage for coursework are 33%, reference books; 22%, magazines, newspapers; 17%, reserve materials; 16%, open circulation books; and 11%, audiovisual materials. Results for personal visits are 33%, magazines, newspapers; 21%, both open circulation books and study facilities; 19% reference books; and 5%, audiovisual materials.

Student perception of quality in collection and service is generally positive. 66% find the book collection sufficient to superior; only 6% find it's inadequate. Reaction to the periodical collection is similar.

For audiovisual materials and equipment, about 50% describe collections as sufficient to superior; only 3% find them inadequate. However, about 40% register no opinion.

Student reaction to service quality is gratifying. More than 50% find both professional and clerical service good or superior; about 15% rate both sufficient; only 1% find service inadequate. Sufficient to superior satisfaction with service hours is claimed by 70%; inadequacy is the opinion of 11%.

Faculty reaction to the same or similar questions varies little from students'. 56% (students, about 50%) believe their course assignments require up to 5 visits to the LRC per semester. For themselves, 21% of the faculty number their professional visits from 0-5; 38% number theirs from 20 or more. 15% number personal visits from 0-5; 37% number theirs from 20 or more. No faculty admit to inadequate library and/or audiovisual knowledge, and they claim about equal levels of knowledge of each.

For student usage, faculty say their courses require format rank of 26%, periodicals, newspapers; 22%, reference books; 19%, open circulation books; 17%, audiovisual materials; and 16%, reserve materials. Student usage order has been reported as reference books; periodicals, newspapers; reserves; open circulation books; and audiovisual materials.

Faculty themselves use 33%, periodicals, newspapers; 25%, open circulation books; 18%, reference books; 15%, audiovisual materials; and 13%, equipment.

Faculty perception of LRC quality is higher than students'. 84% find the book collection sufficient to superior; however, because fewer faculty (2%) express no opinion, more (13%) also recognize inadequacies. On periodicals, newspapers, faculty reaction is a still high 77%, but the inadequate rating increases to 21%. Faculty also make greater distinctions between audiovisual materials and equipment: respectively, 56% and 62%, good to superior; 23% and 31%, sufficient; and 15% and 0%, inadequate.

Faculty reaction to service quality is very pleasing. More than 90% find both professional and clerical good to superior. 70% find similar satisfaction with hours; only 10% claim inadequacy.

Generally, student and faculty essay results echo the multiple choice. Improvements: Some of both do request more hours. Both suggest photocopy equipment access and quality problems. Both note (but students in greater proportion) need for more technical books and magazines. Several students request a quieter facility. Some faculty question if LRC professionals have schedules/duties that allow best usage of their skills. Strengths: Both students and faculty add highly complimentary comments on personnel and their service.

Summarily, then, the "Standards" establish the inadequacy of the LRC budget, especially for personnel and for annual acquisitions rate. However, both student and faculty surveys rate both collections and service quite highly. Therefore, the final assessment might be that the considerable current satisfaction indicates excellent quality of service beyond the proportion of its cost.

Sauk Valley Community College

Student Survey

Spring, 1987

315 responses
base for %

Learning Resource Center
(LRC)

The Sauk Valley Community College Learning Resource Center (Library and AV Center) is interested in student opinion of its materials and services. Please mark the appropriate circled number for your response to each question/statement.

1. In what program are you enrolled?

a) 145 46%	b) 126 40%	c) 44 14%
college transfer	vocational-technical	undecided
2. You are enrolled as a

a) 213 68%	b) 101 32%
full-time student (12 or more hours)	part-time student (fewer than 12 hours)
3. You attend classes as a

a) 160 51%	b) 37 12%	c) 115 37%
day student	night student	both day and night student
4. You are a

a) 163 52%	b) 149 47%
freshman (completed fewer than 30 hours)	sophomore (completed 30 hours or more)
5. During a semester, how many course assignment visits will you make to the LRC?

a) 49 16%	b) 159 50%	c) 59 18%	d) 22 7%	e) 25 8%
0	1-5	6-10	11-20	more than 20
6. During a semester, how many personal information visits will you make to the LRC?

a) 59 18%	b) 149 47%	c) 47 15%	d) 29 9%	e) 31 10%
0	1-5	6-10	11-20	more than 20
7. For course assignments, which two LRC aspects will you use more frequently?

a) 81 16%	b) 166 33%	c) 110 22%
open circulation books	reference books	magazines, newspapers
d) 54 11%	e) 87 17%	
audiovisual materials	reserve materials	
8. For personal visits, which two LRC aspects will you use more frequently?

a) 106 21%	b) 97 19%	c) 165 33%
open circulation books	reference books	magazines, newspapers
d) 25 5%	e) 105 21%	
audiovisual materials	study facilities	
9. How often do instructors in your program of study assign LRC work?

a) 42 13%	b) 86 27%	c) 117 37%	d) 66 21%
frequently	occasionally	seldom	never
10. Do you consider your knowledge of the Library, its materials, and usage

a) 25 8%	b) 103 33%	c) 119 38%	d) 41 13%	e) 26 8%
thorough	good	sufficient	inadequate	no opinion
11. Do you consider your knowledge of the AV Center and its usage

a) 9 3%	b) 58 18%	c) 97 31%	d) 116 37%	e) 35 11%
thorough	good	sufficient	inadequate	no opinion

12. Would you learn more about the LRC most effectively through
- | | | |
|---------------------------------------|--------------------------------|---------------------|
| 72 23% | 59 19% | 55 17% |
| a) personal study | b) an LRC class | c) an English class |
| 61 19% | | 42 13% |
| d) Psychology 100 (orientation class) | e) LRC work in several classes | |
13. The LRC book collection is
- | | | | | |
|-------------|---------|---------------|---------------|---------------|
| 19 6% | 127 40% | 63 20% | 19 6% | 65 21% |
| a) superior | b) good | c) sufficient | d) inadequate | e) no opinion |
14. The LRC periodical/magazine collection is
- | | | | | |
|-------------|---------|---------------|---------------|---------------|
| 17 5% | 122 39% | 77 24% | 23 7% | 56 18% |
| a) superior | b) good | c) sufficient | d) inadequate | e) no opinion |
15. The LRC audiovisual materials collection (videotapes, filmstrips, records) is
- | | | | | |
|-------------|---------|---------------|---------------|---------------|
| 15 5% | 87 28% | 53 17% | 10 3% | 12 41% |
| a) superior | b) good | c) sufficient | d) inadequate | e) no opinion |
16. The LRC audiovisual equipment collection is
- | | | | | |
|-------------|---------|---------------|---------------|---------------|
| 10 3% | 86 27% | 67 21% | 11 3% | 120 38% |
| a) superior | b) good | c) sufficient | d) inadequate | e) no opinion |
17. Service from the LRC professional personnel (Mrs. Orlowski, Mr. Paulsen, Mr. Thomas) is
- | | | | | |
|-------------|---------|---------------|---------------|---------------|
| 56 18% | 118 37% | 42 13% | 5 2% | 62 20% |
| a) superior | b) good | c) sufficient | d) inadequate | e) no opinion |
18. Service from the LRC clerical personnel (Mrs. Anderson, Mrs. Burkholder) is
- | | | | | |
|-------------|---------|---------------|---------------|---------------|
| 41 13% | 123 39% | 46 15% | 3 1% | 81 26% |
| a) superior | b) good | c) sufficient | d) inadequate | e) no opinion |
19. The weekly service hours (M-Th, 8:00-9:30; F, 8:00-5:00) are
- | | | | | |
|-------------|---------|---------------|---------------|---------------|
| 37 12% | 129 41% | 53 17% | 36 11% | 27 9% |
| a) superior | b) good | c) sufficient | d) inadequate | e) no opinion |

Sauk Valley Community College

Faculty Survey

Spring, 1987

52 responses
base for %

Learning Resource Center
(LRC)

The Sauk Valley Community College Learning Resource Center (Library and AV Center) is interested in the faculty opinion of its materials and services. Please mark the appropriate circled number for your response to each question/statement.

1. In what area is your professional assignment?

- | | | |
|--|-------------------------|--------------------|
| 27 52% | 15 29% | 10 19% |
| a) college transfer | b) vocational-technical | c) counseling, LRC |
| d) administrative | | |
| 0 0% (though there were administrators who completed survey) | | |

2. For how many years have you been an SVCC faculty member?

- | | | | | |
|--------|---------|----------|----------|---------------|
| 14 27% | 7 13% | 7 13% | 17 33% | 7 13% |
| a) 1-5 | b) 6-10 | c) 11-15 | d) 16-20 | e) 20 or more |

3. During a semester, how many professional assignment related visits do you make to the LRC?

- | | | | | |
|--------|---------|----------|----------|---------------|
| 11 21% | 7 13% | 10 19% | 4 8% | 20 38% |
| a) 0-5 | b) 6-10 | c) 11-15 | d) 16-20 | e) 20 or more |

4. During a semester, how many assignment visits per student does one of your courses require?

- | | | | | |
|--------|---------|----------|----------|---------------|
| 29 56% | 10 19% | 5 10% | 2 4% | 3 6% |
| a) 0-5 | b) 6-10 | c) 11-15 | d) 16-20 | e) 20 or more |

5. During a semester, how many personal information visits do you make to the LRC?

- | | | | | |
|--------|---------|----------|----------|---------------|
| 8 15% | 14 27% | 5 10% | 6 12% | 19 37% |
| a) 0-5 | b) 6-10 | c) 11-15 | d) 16-20 | e) 20 or more |

6. For student work, which two aspects of the LRC will your courses require?

- | | | |
|---------------------------|--------------------------|----------------------------|
| 18 19% | 20 22% | 24 26% |
| a) open circulation books | b) reference books | c) periodicals, newspapers |
| d) reserve materials | e) audiovisual materials | |
| 15 16% | 16 17% | |

7. For personal information visits, which two aspects of the LRC do you use?

- | | | |
|---------------------------|--------------------------|----------------------------|
| 23 25% | 17 18% | 31 33% |
| a) open circulation books | b) reference books | c) periodicals, newspapers |
| d) audiovisual materials | e) audiovisual equipment | |
| 14 15% | 12 13% | |

8. Do you consider your knowledge of the Library, its materials, and usage

- | | | | | |
|-------------|---------|---------------|---------|---------------|
| 15 29% | 23 44% | 12 23% | 2 4% | 0 0% |
| a) thorough | b) good | c) sufficient | d) fair | e) inadequate |

9. Do you consider your knowledge of the AV Center and its usage

- | | | | | |
|-------------|---------|---------------|---------|---------------|
| 13 25% | 26 50% | 11 21% | 2 4% | 0 0% |
| a) thorough | b) good | c) sufficient | d) fair | e) inadequate |

10. The LRC book collection is

- | | | | | |
|-------------|---------|---------------|---------------|---------------|
| 11 21% | 24 46% | 9 17% | 7 13% | 1 2% |
| a) superior | b) good | c) sufficient | d) inadequate | e) no opinion |

11. The LRC periodical/magazine collection is

- | | | | | | | | | | |
|-------------|------|---------|--------|---------------|--------|---------------|--------|---------------|------|
| a) superior | 2 4% | b) good | 25 48% | c) sufficient | 13 25% | d) inadequate | 11 21% | e) no opinion | 1 2% |
|-------------|------|---------|--------|---------------|--------|---------------|--------|---------------|------|

12. The LRC audiovisual collection is

- | | | | | | | | | | |
|-------------|------|---------|--------|---------------|--------|---------------|-------|---------------|------|
| a) superior | 1 2% | b) good | 28 54% | c) sufficient | 12 23% | d) inadequate | 8 15% | e) no opinion | 3 6% |
|-------------|------|---------|--------|---------------|--------|---------------|-------|---------------|------|

13. The LRC audiovisual equipment collection is

- | | | | | | | | | | |
|-------------|------|---------|--------|---------------|--------|---------------|------|---------------|------|
| a) superior | 4 8% | b) good | 30 58% | c) sufficient | 16 31% | d) inadequate | 0 0% | e) no opinion | 1 2% |
|-------------|------|---------|--------|---------------|--------|---------------|------|---------------|------|

14. Service from the LRC professional personnel (Orlowski, Paulsen, Thomas) is

- | | | | | | | | | | |
|-------------|--------|---------|--------|---------------|------|---------------|------|---------------|------|
| a) superior | 29 56% | b) good | 21 40% | c) sufficient | 0 0% | d) inadequate | 2 4% | e) no opinion | 0 0% |
|-------------|--------|---------|--------|---------------|------|---------------|------|---------------|------|

15. Service from the LRC clerical personnel (Mrs. Anderson, Mrs. Burkholder) is

- | | | | | | | | | | |
|-------------|--------|---------|--------|---------------|------|---------------|------|---------------|------|
| a) superior | 29 56% | b) good | 19 37% | c) sufficient | 2 4% | d) inadequate | 0 0% | e) no opinion | 2 4% |
|-------------|--------|---------|--------|---------------|------|---------------|------|---------------|------|

16. The weekly service hours (M-Th, 8:00-9:30; F, 8:00-5:00) are

- | | | | | | | | | | |
|-------------|-------|---------|--------|---------------|--------|---------------|-------|---------------|------|
| a) superior | 6 12% | b) good | 30 58% | c) sufficient | 10 19% | d) inadequate | 5 10% | e) no opinion | 1 2% |
|-------------|-------|---------|--------|---------------|--------|---------------|-------|---------------|------|

PROGRAM EVALUATION AND REVIEW

1986-87

Program: Associate Degree Nursing

CIP Code 181101

This is an occupational program designed to prepare graduates to become registered nurses and sit for the State of Illinois RN Licensure Examination. The program consists of 38 semester hours of technical nursing courses and 30 semester hours of general education and theory related courses. A list of the program requirements is printed on page 104 of the 1986-88 college catalog.

Major Strengths of the Program

The ADN Program has a strong faculty. All have MSN degrees and many years of nursing and teaching experience. External verification of the quality of the program is provided by the fact that over 95% of the graduates (100% last year) pass the NCLEX Exam on the first attempt and find employment in hospitals and clinics in the community served by the college as well as throughout the state and nation.

Major Program Deficiencies

The faculty need additional time for inservice training in order to maintain knowledge of current technology in the nursing field. Also, class sizes in the program are too low in the clinical area. This is due to restrictions placed upon the number of students in clinicals by local hospital affiliates due to low patient census situations. The library materials for the program need to be updated and enhanced.

Cost Information (FY 86 Data)

The unit cost for this program was \$127.94 per credit hour as compared to \$194.31 for the state average. Thus, the program compares favorably on a state-wide basis as far as cost is concerned.

Recommendations

It is recommended that this program be continued and the number of admits be increased to 30 for 1987-88. Also, the LRC holdings to support this program need to be augmented and clinical class sizes need to be increased to a minimum of 12 students in areas where it is feasible.

PROGRAM EVALUATION AND REVIEW

1986-87

Program: Machine Tool

CIP Code 480501
480503
480520

The Machine Tool Program consists of a 30 semester hour certificate designed to prepare machine tool operators for work in the machine tool trades in area industries. The program consists of 18 hours of major field requirements and 12 hours of related field requirements. A list of the courses and program requirements for this certificate is provided on page 138 of the college catalog.

Major Strengths of the Program

The Machine Tool Program has a well equipped laboratory and well trained faculty. The full-time faculty member has an extensive amount of industrial experience. During recent years EDM and CNC machines have been added to the program to provide state-of-the-art instruction.

Major Program Deficiencies

The cost of this program is high due to the high cost of equipment and low enrollment classes. While important for local industry, the program is one of the two most expensive programs offered by the college.

Cost Information (FY 86 Data)

The unit cost for this program was \$295.51 (average for CIP 480501, 480503 and 480520) in FY 86 compared to the state average of \$131.61. Thus, the program is expensive by state comparison as well as on the SVCC campus.

Recommendations

It is recommended that this program be continued provided that enrollment can be increased and program cost reduced to acceptable levels.

PROGRAM EVALUATION AND REVIEW

1986-87

Program: Mathematics

CIP Code 270401
270501
270301

Mathematics courses are included in nearly all programs offered by the college. A college level math course is required for all AAS, AS and AA degree programs. Applied math courses (such as MAT 106 - Technical Mathematics or BUS 106-108 - Business Mathematics I and II) courses are required for selected certificate programs. Business majors, pre-engineering and pre-medical programs all require sequences of upper level mathematics courses ranging from finite math through calculus. A suggested transfer degree program for mathematics majors is provided on page 60 of the college catalog.

Major Strengths of the Program

The Mathematics program has a well trained faculty. All of the full-time faculty members have masters degrees and significant amounts of advanced graduate work. They also have many years of successful teaching experience at the community college level. The part-time math faculty are academically well prepared professionals who are either engineers or public school math teachers in the college district. The math program has an excellent record of preparing students to succeed in their vocational course work and transfer courses that depend on a foundation knowledge of mathematics.

Major Program Deficiencies

Math placement needs to be reviewed in order to reduce the high attrition rate in the lower level math classes. The scheduling of lower level classes during the evenings should be examined and serious consideration given to placing courses such as MAT 105 - Basic Algebra on a two night basis to assist math deficient students in mastering the material. Class sizes need to be reduced in MAT 105 and the room assignments for math classes need to be analyzed for appropriateness.

Cost Information (FY 86 Data)

The unit cost for mathematics courses is \$92.94 per credit hour compared to \$88.43 for the state average.

Recommendations

It is recommended that the math placement and scheduling be reviewed and that room assignments be checked out for alternate instructional facilities. Mathematics instruction at the college is, in general, excellent and this quality needs to be retained and the benefits of the program made a reality for more SVCC students.

PROGRAM EVALUATION AND REVIEW

1986-87

Program: Data Processing

CIP Code 070300
070301
070302
070303
070305

This is an occupational program designed to prepare graduates to become computer operators, programmers or programmer analysts. It consists of an AAS Degree in data processing and certificates in computer operator, computer programming, and microcomputer applications. The AAS Degree program consists of 45 semester hours of major field requirements and 19 hours of general education requirements (page 86 of catalog), the certificates focus on more specialized areas of the data processing field and consist of 20 hours or 17 hours of major field courses (page 128-129 of catalog).

Major Strengths of the Program

The Data Processing faculty consists of two excellent faculty members with appropriate academic training and extensive private sector data processing experience. The part-time faculty are also well trained and possess a thorough knowledge of the necessary languages and applications to provide good instructional experiences for our students. The program is currently well equipped with a new computer laboratory consisting of a new IBM 4361 mainframe and a first rate microcomputer laboratory.

Major Program Deficiencies

The curricula needs further revision to incorporate additional mainframe instruction. The enrollment in data processing classes has dropped during the past year. This problem needs to be examined and appropriate steps taken to more effectively market the program.

Cost Information (FY 86 Data)

The unit cost for this program was \$127.97 as compared to \$107.81 for the state average for CIP numbers 070300, 070301, 070302, 070303, and 070305. The new equipment purchases and the additional full-time faculty member added to the program have pushed up the unit cost of the program. Also, the drop in enrollment during the past year has contributed to this.

Recommendations

It is recommended that this program be continued and that steps be taken to increase the enrollment and review the curriculum to include more mainframe instruction.

PROGRAM EVALUATION AND REVIEW

Program: Accounting

CIP Code 070101
060201

The Accounting Program at SVCC includes an AS Degree Business transfer program, an AAS Degree program and a certificate program. The transfer program is designed to prepare students to transfer to a four year university with junior standing as an accounting major. The AAS degree program and certificate program are designed to prepare students for employment as accountants upon leaving SVCC. The AAS program prepares students for entry level positions or junior members of the accounting staff of private businesses, industries, public accounting firms, or government agencies. The AS Degree consists of BUS 101-102 - Principles of Accounting I and II, and the related tool courses in economics, mathematics, business and statistics along with the general education courses required for the degree. The AAS Degree program consists of 38 semester hours of required major field courses, seven hours of electives in the business and data processing area, and 19 hours of general education requirements. The certificate consists of 20 semester hours of accounting courses that relate directly to the skills needed by an entry level accountant. A list of the program requirements for the AS degree program are provided on page 48 of the college catalog, the AAS Degree requirements on page 80, and the certificate requirements on page 119.

Major Strengths of the Program

The Accounting Program has a well trained faculty. Both full-time faculty members in the program have MS degrees and private sector accounting experience. One is a CPA and has had two years of experience working for a major national accounting firm. The part-time faculty members are all practicing accountants with appropriate academic training and many years of experience. The program has incorporated CAI into the curriculum during the past two years and has made appropriate adjustments in course content to assure successful course transfer status and to update the needed skills of students preparing to enter the accounting field.

Major Program Deficiencies

The scheduling should be reviewed in light of the college block scheduling system and for the number of sections offered. Also, additional microcomputers will be needed in the future as CAI is made an integral part of additional accounting courses. The full-time faculty in the program are carrying heavy instructional loads and an excessive amount of overload. This should be reviewed in the interest of faculty well being and continued program quality.

Cost Information

The unit cost for this program was \$107.26 (average of both CIP 070101 and 060201) in FY 86 as compared to \$105.20 for the state average. Thus, the cost is only slightly above the state average.

Recommendations

It is recommended that this program be continued and that the scheduling and faculty load concerns be examined during the next school year.

PROGRAM EVALUATION AND REVIEW
Admissions and Records

Program Admissions:

Sauk Valley Community College is committed to providing educational opportunities to all who can benefit from its programs. As an "Open Door" community college, the mission of the Admissions Office is to make the diverse population of District #506 aware of the programs and services available at Sauk. The admissions program includes recruitment, application collection and record maintenance, registration, reporting, security of information, and assisting other student services programs in their tasks.

Major Strengths of the Program:

1. A versatile and committed staff which exhibits a student services philosophy flexible and creative in meeting the needs of a diverse clientele.
2. A recruitment program that utilizes a variety of techniques and approaches to address a variety of targeted markets including, but not limited to, high school graduates, GED graduates, adult learners, business and industry, currently enrolled high school students, and out of district students from community college districts with which Sauk Valley has cooperative agreements.
3. A computerized registration system that facilitates student enrollment and attempts to decrease barriers to student registration.
4. A supplemental microcomputer assisted recruitment system that uses designated software programs and locally developed recruitment files.
5. A thoroughly developed procedure for screening and selecting students in closed admission programs.
6. A recruitment information program that has been developed in cooperation with the Office of Public Information to insure accuracy of information and timeliness of distribution.

Major Program Deficiencies:

Computerized student information is a concern. Student recruitment and retention could be aided by enhancements in the software area. Considerations about software are currently being studied. Given improved software, advisement and retention could be improved.

Recruitment efforts will need to continue to expand as the pool of available high school graduates decline. Resources to meet these needs must be identified and provided for.

Quantitative Information:

In 1986-87, 3,618 students were enrolled for fall; 3,505 students were enrolled for spring, and 1,652 students were enrolled for summer.

Recommendations:

1. The college is currently in the process of selecting an administrative software package. Provision should be made that the college select and implement administrative software that provides for the Admissions and Records functions interfacing with Business Services and Financial Aid services. These new software components should enhance record-keeping, transcript production, advising services, on-line student recruitment needs, and retention programs as they relate to the monitoring of student progress and developing early warning systems for student support.
2. The college must continue to address a variety of enrollment management concerns in light of the declining high school enrollments in the district. Particular attention should be made to both the human resource and equipment needs necessary for student recruitment programs.

FINANCIAL AID: PROGRAM EVALUATION AND REVIEW

Financial Aid Services

The financial aid program at Sauk Valley Community College is designed to assist deserving students who can demonstrate that they need financial assistance in order to meet the costs of their education. As such, we have an obligation to be fair and consistent in the treatment of our students and serve as a secondary resource (the primary resource is the student and his/her parents or student and spouse), providing financial assistance to eligible students.

In serving students, we also have an obligation to take every measure possible so that our efforts are in compliance with federal and state laws and regulations.

In the delivery of financial aid services to students, we provide counseling, consume information, needs analysis, seminars, workshops, computer assisted estimator services, awards packaging, verification, and authorization services.

Major Strengths of the Program

1. A versatile, experienced and committed staff which is student oriented and who are flexible, innovative and accepting of changes in the administration of financial aid
2. An informed staff who continually keeps abreast of regulatory and legal changes and adapts systems and procedures for the delivery of financial aid to needy students
3. A program that is partially computerized
4. A program that provides both individual and group financial aid counseling for current students, prospective students and interested members of our community
5. A system of accountability and verification to insure compliance with rules and regulations
6. A well defined, established relationship with external providers of financial aid

Major Program Deficiencies

1. With the size of the program, staffing needs are being identified. Less time is being spent with students because of legal and regulatory requirements demanding more records management and administrative tasks. New regulations and

improved computerization of the system will be an aid once the college develops a campus wide MIS system. The Financial Aid Office has requested some additional staffing assistance. It is felt it would be helpful in the following areas:

- A. Financial aid advising and application process
- B. Development of system and procedural updates
- C. Relying less on student employees who, because of necessity, assume staff responsibilities
- D. Better service to adult non-traditional student population
- E. Staff training and upgrading
- F. Student/counselor confidential matters
- G. Research and development

Quantitative Information

In 1985-86, the Financial Aid Office served 2,034 students who received \$1,648,740 in assistance. This is approximately 66.5% of the students who were eligible to apply for financial aid. Not reported were our various veterans programs that generate monthly checks. These figures were gleaned from our financial aid comparative report with figures dating back to 1981-82. Data for 1986-87 are not yet available.

Of the 877 students who used the ACT/FSS as their needs analysis, 62% were freshmen, 29% were sophomores, and the balance was other. Of the 877 students applying, 333 were dependent students (38%) and 544 were self-supporting (62%). The average age of the dependent and self-supporting applicants were 20.3 and 31.3, respectively.

The typical dependent applicant came from a family with an average parental income of \$25,347, a family size of 4.4 members, with 1.3 dependent children attending college in 1985-86. The average total assets were \$29,940.

The average estimated 1985-86 income for self-supporting students (and their spouses) was \$7,842, with assets averaging \$4,644, an average family size of 3.1, with 1.2 family members in post-secondary education.

Of the 877 ACT/FSS processed, 817 showed financial need, with the average need for dependents being \$3,504, while self-supporting was \$6,133.

Recommendations

1. Provisions should be made for privacy during student counselor/conference to ensure confidentiality, with the reception and general office areas being separated.
2. Upgrading and adding additional staff more in line with records management/computer/word processing requirements; staff with high tech rather than secretarial backgrounds.
3. Recommend that an automated, integrated data base administration system be purchased and/or developed in house.

TREASURER'S REPORT

May 31, 1987

EDUCATION FUND

Balance on Hand April 30, 1987

\$ 176,771.61

Receipts:

Investments	410,000.00
Charge Back Revenue	6,351.13
State Apportionment	354,109.25
Reg. Voc. Ed. Reimbursement	27,149.88
Federal Work Study	6,942.75
Graduation Fees	415.00
Transcript Fees	138.00
Interest on Investment	2,808.51
Other Revenue	2,029.27
Expenditure Credit	5,528.13
Loan from Working Cash	<u>50,000.00</u>

865,471.92

Total Available

\$1,042,243.53

Disbursements:

Expenses for May	389,403.56
Investments	427,808.51
Repaid to Building Fund	<u>20,000.00</u>

837,212.07

Balance on Hand May 31, 1987

\$ 205,031.46

BUILDING FUND

Balance on Hand April 30, 1987

\$ 9,412.18

Receipts:

Other Revenue	600.00
Expenditure Credits	30.48
Repaid from Educ. Fund	<u>20,000.00</u>

20,630.48

Total Available

\$ 30,042.66

Disbursements:

Expenses for May

14,766.33

Balance on Hand May 31, 1987

\$ 15,276.33

BOND AND INTEREST

Balance on Hand May 31, 1987 \$ 6,733.02

Receipts

Investments	161,933.47	
Interest on Investments	<u>3,095.58</u>	<u>165,029.05</u>

Total Available \$171,762.07

Disbursements:

Investments		<u>165,000.00</u>
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Balance on Hand May 31, 1987 \$ 6,762.07

WORKING CASH FUND

Balance on Hand April 30, 1987 \$ 66,726.27

Receipts:

Investments	486,399.86	
Interest on Investments	<u>18,435.48</u>	<u>504,835.34</u>

Total Available \$571,561.61

Disbursements:

Investments	492,064.72	
Loan to Ed. Fund (Pool)	<u>50,000.00</u>	<u>542,064.72</u>

Balance on Hand May 31, 1987 \$ 29,496.89

AUDIT FUND

Balance on Hand April 30, 1987 \$ 12,591.11

Receipts:

Taxes	3.76	
Interest on Investments	<u>54.34</u>	<u>58.10</u>

Total Available \$ 12,649.21

Disbursements:

-0-

Balance on Hand May 31, 1987 \$ 12,649.21

INSURANCE FUND

Balance on Hand April 30, 1987 \$ 32,426.46

Receipts:

Taxes	10.55	
Interest on Investments	114.87	
Expenditure Credits	<u>1,045.37</u>	<u>1,170.79</u>

Total Available \$ 33,597.25

Disbursements: Expenses for May 8,169.26

Balance on Hand May 31, 1987 \$ 25,427.99

SITE AND CONSTRUCTION FUND

Balance on Hand April 30, 1987 \$ 9,738.70

Receipts:

Investments	186,665.89	
State Grants & Contrib.	7,108.00	
Interest on Investments	<u>7,342.44</u>	<u>201,116.33</u>

Total Available \$ 210,855.03

Disbursements:

Investments	167,167.21	
Expenses for May	<u>26,605.80</u>	<u>193,773.01</u>

Balance on Hand May 31, 1987 \$ 17,082.02

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FUNDS INVESTED

Central National Bank	S & C/W.C.	Variable		\$1,377,994.25
Dixon National Bank	S & C	6.35	11-27-87	167,167.21
Farmers National Bank	S & C	6.00	8-7-87	105,000.00
First National Bank	S & C	5.65	9-29-87	75,000.00
First National Bank	S & C	5.65	9-1-87	134,723.80
United States Treasury	B & I #1	5.56	6-25-87	383,109.78
Rock Falls National Bank	B & I #1	5.85	6-30-87	165,000.00
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	6.01	9-3-87	492,064.72
Rock Falls National Bank	Education	Variable		<u>583,670.09</u>

TOTAL INVESTED \$4,082,524.43

SAUK VALLEY COMMUNITY COLLEGE

E.O.G. WORKSTUDY FUND

Period Ending May 31, 1987

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

Cash on Hand	\$ 10,735.44	
Interfund Loans.		\$ 7,500.00
Workstudy Awards Receivable from Fed. Gov. 1986-87	8,690.25	
Workstudy Awards Capital 1986-87		170,658.00
Workstudy Awards Paid 1986-87.	151,955.52	
E.O.G. Awards Receivable from Fed. Gov. 1986-87.	9,951.00	
Initial E.O.G. Awards Capital 1986-87.		33,292.00
Initial E.O.G. Awards Paid 1986-87	29,675.00	
Renewal E.O.G. Awards Capital 1986-87.		27,049.00
Renewal E.O.G. Awards Paid 1986-87	23,593.99	
PELL Grant Awards Receivable from Fed. Gov. 1986-87. . . .	(9,183.00)	
PELL Grant Awards Capital 1986-87.		585,395.00
PELL Grant Awards Paid 1986-87	580,842.30	
Inactive Federal Grants.	17,633.50	
	<u>\$823,894.00</u>	<u>\$823,894.00</u>

SAUK VALLEY COMMUNITY COLLEGE

STUDENT LOAN FUND

Period Ending 5/31/87

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

ASSSETS:

Cash in Bank	\$ 9,571.00
Notes Receivable	2,394.00
	<u>\$11,965.00</u>

LIABILITIES & NET WORTH:

Fund Equity	\$7,253.25	
Net Profit	<u>4,711.75</u>	<u>\$11,965.00</u>

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

INCOME:

Interest Income	\$ 290.95	
Bad Debts Repaid	329.80	
Contribution Income	<u>5,000.00</u>	<u>\$ 5,620.75</u>

EXPENSES:

Bad Debts	909.00
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<u>NET PROFIT</u>	<u>\$ 4,711.75</u>
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SAUK VALLEY COMMUNITY COLLEGE BOOKSTORE

Period Ending 5-31-87

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

ASSETS:

Cash in Bank	\$105,022.65
Petty Cash	1,862.40
Investments	74,641.51
Accounts Receivable - Educational Fund	430.08
Inventory 6-30-86	112,944.03
	<u>\$294,900.67</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund	\$	377.00
Fund Equity	\$342,131.20	
Fund Transfer	(75,000.00)	
Net Gain	<u>27,392.47</u>	294,523.67
		<u>\$294,900.67</u>

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

INCOME:

Textbook Sales	\$250,990.32	
Supply Sales	34,352.87	
Miscellaneous Sales	27,858.09	
Paperback Sales	7,175.50	
Used Book Sales	24,492.96	
Sales Tax Collected	18,870.78	
Other Income	196.48	
Investment Income	<u>3,862.98</u>	\$367,799.98

EXPENSES:

Textbooks Purchased	\$210,175.11	
Supplies Purchased	24,913.45	
Miscellaneous Purchased	18,145.40	
Paperbacks Purchased	5,147.08	
Used Books Purchased	17,938.95	
Sales Tax Paid	18,242.76	
Salaries & Wages	33,940.57	
Transportation Charges	6,617.22	
Supply Expenses	2,186.24	
Equipment	339.00	
Travel	1,018.07	
Telephone	508.68	
Dues & Subscriptions	330.00	
Other Expense	762.19	
Over & Under	17.55	
Bad Debts	<u>125.24</u>	340,407.51

NET GAIN on a cash basis without regard to inventory or
accounts payable \$ 27,392.47

SAUK VALLEY COMMUNITY COLLEGE

RESTRICTED PURPOSES FUND

May 31, 1987

Balance on Hand - May 1, 1987	\$ 66,612.20
Journal Voucher	184.00
April Receipts	<u>144,217.72</u>
TOTAL FUNDS AVAILABLE DURING MAY	\$211,013.92
Cash Disbursements - May, 1987	<u>103,789.52</u>
Balance on Hand - May 31, 1987	<u>\$107,224.40</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

Comprehensive Fee Income	\$ 23,266.21
Athletic Income	813.00
Drama Income	511.05
Student Activity Income	1,266.50
Student Newspaper Income	
Film Income	
Cash Over & Under	15.05
Other Income - Student Activity Only	<u>4.00</u>
TOTAL INCOME	\$ 25,875.81

	<u>BUDGET</u>	<u>EXPENSE</u>	
Athletic Expense	\$18,200.	\$16,719.82	
Cheerleader & Pom Pon Squad	850.	688.02	
Speech Act. & Reader's Theatre	3,000.	4,259.87	
Drama Expense	700.	1,181.96	
Music Expense	3,500.	2,983.48	
Student Act.Exp./Cultural-Social	10,250.	9,112.77	
Student Senate Expense	2,500.	2,681.57	
Womens Intercol. Expense	14,000.	12,648.36	
SVC Clubs	200.	200.00	
Contingencies/Non-Budgeted	<u>-0-</u>	<u>-0-</u>	
	<u>\$53,200.</u>	TOTAL EXPENSE	\$ 50,475.85
Excess of Expenditures Over Revenue, as of May 31, 1987			<u>\$ (24,600.04)</u>

STATEMENT OF ASSETS AND LIABILITIES

ASSETS		REVOLVING AGENCY FUND LIABILITIES		AMOUNT
Cash in Bank	\$107,224.40	Due Educational Fund	\$ 2,576.81	
Petty Cash	400.00	Due Building Fund	6,528.51	
Accts. Rec.	214,257.09	Due Student Loan Fund	643.78	
Investments	100,000.00	Due Bookstore		
		Out of District Fees	754.40	
		Student Tuition	287,907.00	
		Lab Fees	15,528.00	
		Tuition Refunds	(22,481.80)	
		Lab Fees Refunds	(794.70)	\$290,662.50

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$ (6,338.84)
Parking	3,665.72
Recreation Room Fund	8,359.49
Student Locker Fund	640.33
Community Services	9,247.47
Dislocated Steelworkers	1,403.35
Photography Supplies	24.86
Procurement Assistance Gt.	(376.13)
Collegiate Choir	337.20
Illinois Arts Council Gt.	(783.14)
JTPA/CAED Gt. FY 87	(1,608.97)
Indochinese Gt. FY 87	(6,275.48)
HITS Grant	
HITS Grant - Dumarco	(8,115.00)
HITS Grant - NW Steel	12,075.00
Disadvantaged Gt. FY 87	2,366.64
Disadv.-Handicapped Gt. FY87	(16,431.37)
Quality Assistance Gt.	(4,413.49)
Humanities Gt.	90.85
Econ. Dev. Gt. II FY 87	14,913.10
Econ. Dev. Gt. Income FY 87	58,702.00
Econ. Dev. Gt. Exp. FY 87	(53,092.68)
Student Clubs	2,645.78
Adult Learning Bk Chges	3,012.59
Community Theatre	48.40
College Van	1,852.44
VIP/CPP	869.71
Student Services/Spec.Proj.	118,395.68
DCC/Income/FY 87	297,820.82
DCC/Expenses/FY 87	(304,359.80)
Pre-Employment Skills FY 87	(2,754.67)
PELL Grants	38.15
Ill. Interp. Workshop	248.25
SVCC Foundation	(25.80)
Sauk Area Arts Council	(84.50)
Sm Bus Dev Gt.Inc/FY 87	13,681.28
Sm Bus Dev Gt Exp/FY 86	(18.69)
Sm Bus Dev Gt Exp/FY 87	(13,150.94)

VITAL - Sec. of State	6,791.67	
Prairie State 2000 Gt.	(1,030.83)	
Articulation Gt.	(318.55)	
LPN Supplies	460.11	
Northern Ill. University	1,027.76	
Miscellaneous Account	<u>45.00</u>	\$139,584.77

FUND EQUITY

July 1, 1986	\$ 16,234.26	
Excess of Expenditures Over Revenue, as of May 31, 1987	<u>(24,600.04)</u>	\$ (8,365.78)

TOTAL ASSETS \$421,881.49

TOTAL LIABILITIES & NET WORTH \$421,881.49

SAUK VALLEY COLLEGE

APPROVED BY

Richard B. Stephens

PRESIDENT

William J. Smith

SECRETARY

DATE 6/22/82

BILLS PAYABLEJune 22, 1987EDUCATION FUND

181-000-559	VOID CHECK #8576 written 2-6-87		\$	-124.60
176-000-575	RICHARD GROHARING	Phone calls - 23.36		
191-000-550	x x	Travel - 154.26	9230	177.62
138-000-549	LUCY MEILE	Commencement speaker	9231	528.00
138-000-549	TIM FISCHBACH	Commencement music	9232	50.00
181-000-559	T.I.A.A.	Replaces #8576	9233	124.60
110-814-513.02	ILLINOIS VALLEY HOSPITAL	HEA 170C	9234	105.00
110-811-513.02	ROCKFORD ACADEMY OF TAE-KWAN-DO	PED 143N	9235	337.50
110-814-513.02	FREEPORT MEMORIAL HOSPITAL	HEA 185E & 285E	9236	632.81
192-000-544.02	POSTMASTER	Bulk Permit	9237	752.40
191-000-550	KIT LILLYMAN	Travel Advance	9238	115.20
181-000-556	RICHARD L. BEHRENDT	Admin. Picnic	9239	263.72
	SVC PAYROLL FUND	5-31-87 Payroll	9240	186,184.61
176-000-575	CENTRAL TELEPHONE CO.	Service	9241	2,841.19
100-000-421	SVC RESTRICTED PURPOSES FUND	DCC Tuition Reimb.	9242	6,849.93
	SVC PAYROLL FUND	6-15-87 Payroll	9243	99,368.00
192-000-521	PRUDENTIAL	June premium	9244	24,355.18
				\$322,561.16
10,810,547.00	AAA PHOTOGRAPHIC	PUB INFO	9,245	208.25
20,000,544.01	ACTIVISION ELECTRIC INC	SUPPLIES	9,246	477.94
10,712,550.00	JAN AHLING	TRAVEL	9,247	84.00
1,000,550.00	AMERICAN EXPRESS	PRES TRAVEL	9,248	231.54
10,711,541.02	AMERICAN SCIENTIFIC PRODUCTS	SUPPLIES	9,249	26.50
10,300,541.02	ARATEX SERVICE INC	SUPPLIES	9,250	19.53
10,815,550.00	ARTHURS GARDEN DELI	MEETING	9,251	56.00
5,000,541.01	AUERBACH PUBLISHERS	SUPPLIES	9,252	72.98
38,000,550.00	JO ANN BABEL	CONF SUPPLIES	9,253	8.27
20,000,545.00	BAKER & TAYLOR	BOOKS	9,254	327.67
20,000,545.00	BAKER & TAYLOR	BOOKS	9,255	1,656.27
20,000,545.00	BARNES & NOBLE	BOOKS	9,256	211.87
10,310,538.00	THE BEAUTY ACADEMY	COSMETOLOGY	9,257	1,776.00
10,300,541.02	BENNETT WELDING SUPPLY	SUPPLIES 16.00		
10,711,541.02	x x	4.00	9,258	20.00
10,711,541.02	BEHRING DIAGNOSTICS	SUPPLIES	9,259	1,251.00
20,000,545.00	BERGWALL	BOOKS	9,260	926.00
0,000,545.00	R R BOWKE R	BOOKS	9,261	119.64
0,810,547.00	BRISCO BROADCASTING	PUB INFO	9,262	360.00
10,814,550.00	BRANDYWINE RESTAURANT	LUNCHES 91.36		
1,000,550.00	x x	57.99		
2,000,554.00	x x	73.28	9,263	222.63
2,000,529.00	THOMAS BREED	REIMB 3 HRS	9,264	216.00

8,000,541.01	CASE PUBLICATION SALES	SUPPLIES	9,265	40.00
0,811,550.00	CAREER TRACK INC	CONFERENCE	9,266	48.00
2,000,541.01	CHANGING TIMES	SUBSCR	9,267	15.00
2,000,554.00	CHRONICLE OF HIGHER EDUC	RECRUITMENT	9,268	787.75
6,000,573.00	COMMONWEALTH EDISON	SERVICE	9,269	15.94
6,000,573.00	COMMONWEALTH EDISON	SERVICE	9,270	19,066.53
0,712,541.02	CONCEPT MEDIA	SUPPLIES	9,271	158.00
1,000,541.01	COPPINS LETTER SHOP	SUPPLIES 42.00		
8,000,549.00	X X	82.00	9,272	124.00
0,810,547.00	CROWN PRINTING	PUB INFO	9,273	25.34
0,711,541.02	CURTIN MATHESON SCI INC	SUPPLIES	9,274	89.10
0,818,541.01	CURTIS 1000	SUPPLIES 74.32		
8,000,541.01	X X	63.60		
1,000,541.01	X X	191.52		
2,000,541.01	X X	2367.55	9,275	2,696.99
0,810,547.00	THE DAILY GAZETTE	PUB INFO 10.50	9,276	
2,000,547.00	X X	15.75	9,276	26.25
0,300,534.00	DIXON METAL SPECIALTIES	USE OF BLDG	9,277	420.00
2,000,534.00	DIXON PUBLIC LIBRARY	TELECOMM	9,278	208.99
0,810,547.00	DIXON TELEGRAPH	PATHFINDER 3370.00		
2,000,544.02	X X	POSTAGE 2474.29		
2,000,547.00	X X	AD 27.30	9,279	5,871.59
0,300,541.02	DIXON TIRE CENTER	SUPPLIES	9,280	49.00
1,000,541.01	DU QUAIN LECTERN MFG CO	SUPPLIES	9,281	32.82
0,711,541.02	ECONOMY TROPHY CO	SUPPLIES 15.00		
0,712,541.02	X X	15.00		
0,713,541.02	X X	15.00		
0,714,541.02	X X	15.00	9,282	60.00
2,000,545.00	EDUCATIONAL DIMENSIONS GROUP	BOOKS	9,283	93.10
0,600,541.02	FISHER SCIENTIFIC	SUPPLIES	9,284	178.32
0,818,550.00	DONALD FOSTER	TRAVEL	9,285	49.18
0,300,550.00	JERRY FRANA	TRAVEL	9,286	14.40
2,000,545.00	GALE RESEARCH CO	BOOKS	9,287	89.40
0,512,541.02	GAMBLE MUSIC CO	SUPPLIES	9,288	11.00
0,810,550.00	RALPH GELANDER	TRAVEL	9,289	92.20
0,512,534.00	VINCENT E GILBERT	PIANO TUNING	9,290	35.00
0,711,541.02	GILFORD INSTRUMENT LABS	SUPPLIES	9,291	249.08
0,712,541.02	GINDERS HOSPITAL SUPPLY	SUPPLIES	9,292	56.95
0,714,550.00	CAROL GUSCHL	TRAVEL	9,293	243.20
0,300,550.00	RONALD HAPPAH	TRAVEL	9,294	16.00
0,812,541.01	HASKELLS	SUPPLIES 23.67		
0,813,541.02	X X	37.15		
2,000,541.01	X X	420.60	9,295	481.42
2,000,544.01	HIGHSMITH INC	SUPPLIES	9,296	141.42
0,810,547.00	W H HOHENADEL PRINTING CO	PUB INFO	9,297	1,033.66
8,000,550.00	MICHAEL HUSTAD	TRAVEL	9,298	18.00
0,300,541.02	IAD INCORPORATED	SUPPLIES	9,299	20.65
0,418,541.02	I C M A	SUPPLIES	9,300	39.90
5,000,534.01	I B M CORP	EQUIP MAINT 2105.00		
95-000-541.01	X X	SUPPLIES 346.00	9,301	2,451.00
8,000,549.00	ILLINI TROPMY	PLAQUES 48.50		
1,000,549.00	X X	SUPPLIES 60.70	9,302	109.20

6,000,575.00	ILLINOIS BELL TELEPHONE	SERVICE	9,303	210.96
0,810,547.00	ILLINOIS POSTER ADVERTISING	PUB INFO	9,304	1,461.50
0,714,550.00	ROSEMARY JOHNSON	TRAVEL	9,305	18.00
0,300,541.02	JOHNSTONE SUPPLY	SUPPLIES	9,306	490.02
8,000,549.00	JOSTENS	COMMENCEMENT	9,307	93.02
0,810,547.00	KROS BROADCASTING INC	PUB INFO	9,308	205.00
1,000,534.00	KAYMAN ENTERPRISE INC	SERVICES	9,309	142.65
0,500,541.02	KENT STATE UNIV	SUPPLIES	9,310	11.13
0,500,541.02	KENT STATE UNIV	SUPPLIES	9,311	24.72
0,000,544.01	KLAUS RADIO INC	SUPPLIES	9,312	908.26
1,000,550.00	THE KROGER CO	MEETING SUPPLIES	9,313	9.32
2,000,529.00	KAREN KYLEN	TUITION REIMB 500.00		
6,000,550.00	X X	TRAVEL 17.85	9,314	517.85
0,300,541.02	LAB VOLT SYSTEMS	SUPPLIES	9,315	24.13
0,813,541.02	LEARNING RESOURCES NETWORK	SUPPLIES	9,316	25.50
2,000,550.00	CAROL LINTON	TRAVEL	9,317	26.01
0,000,541.03	MCGREGOR SUBSCR SERVICE	SUPPLIES	9,318	370.87
0,000,544.01	3M TDZ8441	SUPPLIES	9,319	1,177.67
0,000,545.00	MEDCOM INC	BOOKS	9,320	273.50
0,000,545.00	MEDICAL EDUCATIONAL SVCS	BOOKS	9,321	210.00
0,713,550.00	JOAN MELVIN	TRAVEL	9,322	18.00
0,715,541.02	MR NIFTY CLEANERS	SUPPLIES	9,323	18.00
8,000,549.00	E R MOORE CO	COMMENCEMENT	9,324	1,154.61
0,000,544.01	ED MUELLER A V	SUPPLIES	9,325	116.55
0,800,542.00	MULTIGRAPHICS	SUPPLIES	9,326	203.40
8,000,550.00	JANET MYMRE	TRAVEL	9,327	34.00
5,000,534.01	NCR CORPORATION	MAINT	9,328	587.00
0,000,534.00	NATIONWIDE ENGINEERING & CONTROL	REPAIRS	9,329	112.50
0,000,545.00	NICKE LODEON RECORDS	BOOKS	9,330	145.13
0,000,534.00	NORTHERN ILL LIBRARY SYS	USER FEE	9,331	551.25
0,000,550.00	BETTY ORLOWSKI	TRAVEL	9,332	24.40
0,100,541.02	PAPERBACK SOFTWARE	SUPPLIES	9,333	10.00
0,800,537.00	PETERSON OFFICE SERVICE	REPAIRS	9,334	53.50
0,810,547.00	PHOTO DESIGN	SUBSCR	9,335	36.00
0,400,550.00	RALPH G PIFER	TRAVEL	9,336	570.49
0,418,541.02	POLICE RESEARCH ASSOC	SUPPLIES	9,337	219.00
2,000,544.02	POSTMASTER	BUS REPLY ACCT	9,338	200.00
0,100,541.02	PROGRAMMERS CONNECTION	SUPPLIES	9,339	64.00
8,000,541.01	PSYCHOLOGY TODAY	SUBSCR	9,340	15.99
0,810,547.00	PUBLICATION SYSTEMS INC	PUB INFO	9,341	75.00
0,512,534.00	QUICK VAN LINES	SERVICES	9,342	120.00
2,000,554.00	ROCKFORD NEWSPAPERS	RECRUITMENT	9,343	61.05
2,000,539.00	ROCK RIVER COUNTRY CLUB	SEMINAR	9,344	182.85

0.100,541.02	SVC BOOKSTORE	SUPPLIES 52.81		
0.300,541.02	X X	172.26		
0.400,541.02	X X	70.97		
0.418,541.02	X X	129.62		
0.500,541.02	X X	139.19		
0.600,541.02	X X	(44.72)		
0.711,541.02	X X	19.09		
0.713,541.02	X X	52.61		
0.714,541.02	X X	117.65		
0.716,541.02	X X	16.11		
0.800,541.02	X X	17.25		
0.811,541.01	X X	72.38		
0.812,541.01	X X	.41		
0.813,541.02	X X	74.90		
0.814,541.01	X X	36.71		
0.815,541.02	X X	24.99		
0.818,541.01	X X	10.46		
0.800,541.01	X X	8.25		
0.800,541.01	X X	10.14		
0.800,554.00	X X	62.68		
0.200,541.01	X X	11.01	9,345	1,054.77
0.711,541.02	SBM EQUIPMENT CENTER	SUPPLIES 45.53		
0.712,541.02	X X	45.53		
0.713,541.02	X X	45.54		
0.714,541.02	X X	45.54		
0.813,541.02	X X	37.55		
0.800,541.01	X X	40.00		
0.800,541.01	X X	27.00	9,346	286.69
0.800,550.00	JOHN SAGMOE	TRAVEL	9,347	41.12
0.600,541.02	SARGENT WELCH SCIENTIFIC CO	SUPPLIES	9,348	463.98
0.418,550.00	SAUK TRAILS INC	TRAVEL	9,349	288.00
0.811,550.00	MICHAEL SEGUIN	TRAVEL	9,350	86.00
0.812,550.00	SERVICE AMERICA	LUNCHES 126.00		
0.813,550.00	X X	25.45		
0.800,549.00	X X	COMMENCEMENT 471.00		
0.800,550.00	X X	29.15		
0.800,550.00	X X	26.50		
0.800,550.00	X X	30.00	9,351	708.10
0.800,550.00	SHELL OIL CO	PRES TRAVEL	9,352	64.98
0.200,541.01	SETON NAME PLATE CORP	SUPPLIES	9,353	555.45
0.714,550.00	STANLEY SHIPPET	TRAVEL	9,354	115.20
0.810,547.00	STERLING CAMERA CENTER	PUB INFO	9,355	3.72
0.310,538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	9,356	4,884.00
0.800,556.00	SWARTLEYS	FLOWERS	9,357	29.00
0.418,541.02	THOMPSON ELECTRONICS	SUPPLIES	9,358	17.25
0.418,541.02	THE TRAFFIC INSTITUTE	SUPPLIES	9,359	13.50
0.818,541.01	TRI STATE ENVELOPE CORP	SUPPLIES 42.60		
0.800,541.01	X X	106.50		
0.800,541.01	X X	35.50		
0.800,541.01	X X	1211.00	9,360	1,395.60
0.500,534.01	UNIQUE COMPUTER	REPAIRS	9,361	750.00
0.600,541.02	U S BIOCHEMICAL CORP	SUPPLIES	9,362	31.80

0,600,541.02	UNIV OF WISC EXTENSION	SUPPLIES	9,363	10.49
0,000,534.00	VIDEO MIDWEST	REPAIRS	9,364	34.98
0,810,547.00	W C C I	PUB INFO	9,365	442.00
0,810,547.00	W I X N	PUB INFO	9,366	300.00
0,810,547.00	W J V M	PUB INFO	9,367	240.00
0,810,547.00	W R H L	PUB INFO	9,368	200.00
2,000,585.00	WALLACE COMPUTER SERVICES	EQUIP 399.95		
5,000,541.01	X X	SUPPLIES 43.76	9,369	443.71
1,000,535.00	WARD MURRAY PACE & JOHNSON	SERVICES	9,370	325.00
0,000,545.00	WEST PUBLISHING CO	BOOKS	9,371	129.75
0,715,541.02	THE WINNERS EDGE	SUPPLIES	9,372	44.78
	SVC IMPREST FUND	MISC EXPENSES	9,373	639.13
0,800,542.00	SVC PETTY CASH	SUPPLIES 3.33		
0,818,550.00	X X	3.96		
8,000,549.00	X X	3.79	9,374	11.08
1,000,550.00	CHRISTINE M BYAR	TRAVEL	9,375	24.00

Total Bills

67,837.38

Cks. #9230 - 9244 and void #8576

322,561.16

TOTAL EDUCATION FUND FOR JUNE

\$390,398.54

INSURANCE FUND

1292-000-528	DIXON NATIONAL BANK	5/31 Medicaire	148	\$ 807.89
1292-000-528	DIXON NATIONAL BANK	6/15 Medicaire	137	<u>193.19</u>

TOTAL INSURANCE FUND FOR JUNE

\$1,001.08

BUILDING FUND

0,000,541.04	ACE HARDWARE	SUPPLIES	1,216	273.61
0,000,541.04	CLEVELAND COTTON PRODUCTS	SUPPLIES	1,217	99.69
0,000,541.04	DIXON HOME LUMBER CO	SUPPLIES	1,218	268.52
0,000,541.04	FISHER SCIENTIFIC	SUPPLIES	1,219	16.20
0,000,541.04	FOREST CITY ELECTRIC SUPPLY	SUPPLIES	1,220	2,187.04
0,000,541.04	GABRIEL SERVICE & SUPPLY	SUPPLIES	1,221	35.00
0,000,550.00	GLADYS GUNTLE	TRAVEL	1,222	16.00
0,000,534.00	KATS EYE ALARM SYSTEM	SERVICE	1,223	160.00
0,000,534.00	LYSTADS	SERVICE	1,224	75.00
0,000,541.04	MCMASTER CARR SUPPLY	SUPPLIES	1,225	27.10
0,000,534.00	DAVID MAYES	SEWAGE TESTING	1,226	190.00
0,000,534.00	MONTGOMERY ELEVATOR CO	SERVICE	1,227	469.96
0,000,541.04	MORGAN SERVICES INC	SUPPLIES	1,228	104.78
0,000,541.04	NAPA AUTO PARTS	SUPPLIES	1,229	12.00
0,000,571.00	NORTHERN ILL GAS	SERVICE	1,230	4,124.40
1,000,571.00	NORTHERN ILL GAS	SERVICE	1,231	18.99
0,000,534.00	PITNEY BOWES	SERVICE	1,232	1,473.00
0,000,534.00	RICKS	SERVICE	1,233	3.00
0,000,534.00	ROCK VALLEY DISPOSAL	SERVICE	1,234	115.80
0,000,541.04	SVC BOOKSTORE	SUPPLIES	1,235	4.23
0,000,541.04	SVC EDUCATION FUND	SUPPLIES	1,236	34.79
0,000,541.04	SBM EQUIP CENTER	SUPPLIES	1,237	17.97
0,000,534.00	JAMES SCHMITT	SERVICES	1,238	60.00
0,000,534.00	VICS TOOL GRINDING	SERVICES	1,239	40.00
0,000,534.00	WILCO RENTAL	SERVICE	1,240	140.53
0,000,541.04	WOODS	SUPPLIES	1,241	189.59

TOTAL BUILDING FUND FOR JUNE

10,157.20

IMPREST FUND

120-000-544.01	FARM AND FLEET	Supplies	7951	\$ 99.17
120-000-545	EVERCO INDUSTRIES INC.	Books	7952	79.95
192-000-544.02	UNITED PARCEL SERVICE	Service	7953	30.37
120-000-545	EDUCATION DEVELOPMENT CENTER	Books	7954	45.00
110-813-541.02	JODY GOVENAR	Supplies	7955	39.86
110-400-541.02	CINEMED	Supplies	7956	25.00
131-000-550	IACRAO	Conference	7957	10.00
192-000-544.02	UNITED PARCEL SERVICE	Service	7958	20.11
138-000-549	MARILYN VINSON	Commencement supplies	7959	8.06
138-000-549	DAN KIRK	Commencement usher	7960	28.00
138-000-549	CHERYL PISZCZEK	Commencement usher	7961	14.00
138-000-549	SUSAN DELHOTAL	Commencement usher	7962	14.00
181-000-549	RICHARD L. BEHRENDT	Rotary lunches	7963	12.00
181-000-559	ROTARY CLUB OF STERLING	Pres. dues	7964	31.50
192-000-544.02	UNITED PARCEL SERVICE	Service	7965	103.15
182-000-541.01	ROCK FALLS NATIONAL BANK	Supplies	7966	12.84
182-000-550	NANCY BREED	Supplies	7967	6.23
138-000-549	DIANE KOPHAMER	Pinning - Music	7968	25.00
138-000-549	GLORIA NUSBAUM	" "	7969	25.00
192-000-544.02	UNITED PARCEL SERVICE	Service	7970	<u>9.89</u>

TOTAL DISBURSEMENTS - EDUCATION FUND

\$639.13

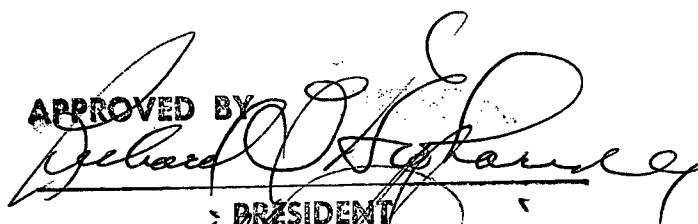
Balance in fund - 2384.87
Disbursements - 639.13
Total in fund - 3024.00

EDUCATION FUND


Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	189,728.38	189,728.38	171,044.73	18,683.65	202,718.00	18,989.62	18,989.62
DIV OF BUS CONTR SERV	7,574.47	7,574.47	7,574.47	.00	11,000.00	3,424.43	3,424.43
DIV OF BUS SUPPLIES	12,785.56	12,785.56	12,537.51	248.05	11,475.00	1,310.56	1,310.56
DIV OF BUS CONF & MEETINGS	205.81	205.81	438.80	232.99	CR 1,400.00	1,194.19	1,194.19
FOOD SERV CONTR SERV	720.00	720.00	720.00	.00	800.00	80.00	80.00
FOOD SERV SUPPLIES	113.17	113.17	113.17	.00	425.00	311.83	311.83
FOOD SERV CONF & MEETINGS	.00	.00	.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	140,523.94	140,523.94	128,669.77	11,854.17	161,950.00	21,426.06	21,426.06
DIV OF INDUS ED CONTR SERV	4,334.75	4,334.75	3,914.75	420.00	6,400.00	2,065.25	2,065.25
INDUS ED SUPPLIES	16,016.01	16,016.01	15,168.01	848.00	16,195.00	178.99	178.99
DIV OF INDUS ED CONF & MEETINGS	795.03	795.03	764.63	30.40	1,200.00	404.97	404.97
COSMETOLOGY CONTR SERV	85,212.00	85,212.00	78,552.00	6,660.00	54,000.00	31,212.00	31,212.00
COSMETOL SUPPLIES	128.63	128.63	128.63	.00	400.00	271.37	271.37
COSMETOL CONF & MEETINGS	.00	.00	.00	.00	175.00	175.00	175.00
HUMAN SERV CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
HUMAN SERV SUPPLIES	1,289.47	1,289.47	1,289.41	.06	1,000.00	289.47	289.47
HUMAN SERV CONF & MEETINGS	92.00	92.00	92.00	.00	200.00	108.00	108.00
DIV OF SOC SCI SALARIES	101,909.99	101,909.99	94,074.09	7,835.90	113,421.00	11,511.01	11,511.01
DIV OF SOC SCI SUPPLIES	3,694.52	3,694.52	3,551.44	143.08	4,000.00	305.48	305.48
DIV OF SOC SCI CONF & MEETINGS	1,000.00	1,000.00	429.51	570.49	1,000.00	.00	.00
E M T CONTR SERV	1,220.00	1,220.00	1,040.00	180.00	1,700.00	480.00	480.00
E M T SUPPLIES	106.00	106.00	106.00	.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	21,970.00	21,970.00	20,749.52	1,220.48	20,889.00	6,699.00	6,699.00
CRIM JUS CONTR SERV	.00	.00	.00	.00	500.00	500.00	500.00
CRIM JUS SUPPLIES	1,764.10	1,764.10	1,360.86	403.44	1,941.00	176.90	176.90
CRIM JUS CONF & MEETINGS	506.00	506.00	215.00	289.00	500.00	6.00	6.00
LIBRARY TECH SUPPLIES	36.17	36.17	36.17	.00	100.00	63.83	63.83
DIV OF HUMANITIES SALARIES	245,027.88	245,027.88	226,268.47	18,759.41	290,858.00	51,623.12	51,623.12
DIV OF HUMAN. SUPPLIES	2,107.71	2,107.71	1,895.57	212.14	3,500.00	1,392.29	1,392.29
DIV OF HUMAN. CONF & MEETINGS	1,163.10	1,163.10	1,163.10	.00	2,500.00	1,336.90	1,336.90
ART DEPT SALARIES	23,063.72	23,063.72	20,635.96	2,427.76	29,133.00	6,069.28	6,069.28
ART DEPT SUPPLIES	341.00	341.00	332.61	8.39	600.00	259.00	259.00
ART DEPT CONF & MEETINGS	60.00	60.00	60.00	.00	200.00	140.00	140.00
MUSIC DEPT SALARIES	45,118.54	45,118.54	40,369.22	4,749.32	50,992.00	11,673.46	11,673.46
MUSIC DEPT CONTR SERV	1,012.00	1,012.00	857.00	155.00	1,200.00	183.00	183.00

SAUK VALLEY COLLEGE

APPROVED BY



PRESIDENT



SECRETARY

DATE

6/22/87

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MUSIC DEPT SUPPLIES	1,423.43	1,423.43	1,398.28	25.15	1,450.00	26.57	26.57
MUSIC DEPT CONF & MEETINGS	65.00	65.00	65.00	.00	500.00	435.00	435.00
DIV OF MATH SCIENCE SALARIES	191,894.50	191,894.50	177,656.89	14,037.61	209,772.00	17,877.50	17,877.50
DIV OF MATH SCI CONTR SERV	308.06	308.06	308.06	.00	900.00	591.94	591.94
DIV OF MATH SCI SUPPLIES	6,324.23	6,324.23	5,520.76	803.47	10,950.00	4,625.77	4,625.77
DIV OF MATH SCI CONF & MEETINGS	289.33	289.33	289.33	.00	1,400.00	1,110.67	1,110.67
MED LAB TECH SALARIES	46,893.22	46,893.22	44,326.46	4,566.76	54,501.00	5,907.76	5,907.76
MED LAB TECH CONTR SERV	5,329.23	5,329.23	3,329.23	.00	1,875.00	1,454.23	CR 1,454.23
MED LAB TECH SUPPLIES	7,995.13	7,995.13	6,160.22	1,837.91	11,610.00	3,611.87	3,611.87
MED LAB TECH CONF & MEETINGS	985.18	985.18	985.18	.00	1,440.00	454.82	454.82
ADN SALARIES	69,870.12	69,870.12	90,615.50	20,745.38	CR 78,343.00	8,472.88	8,472.88
ADN OFC SALARIES	11,923.66	11,923.66	10,886.82	1,036.84	12,442.00	513.34	513.34
ADN CONTR SERV	186.85	186.85	186.85	.00	767.00	580.15	580.15
ADN SUPPLIES	2,201.27	2,201.27	1,809.63	391.64	3,570.00	1,368.73	1,368.73
ADN CONF & MEETINGS	455.97	455.97	371.97	84.00	1,550.00	1,094.03	1,094.03
LPN SALARIES	44,436.33	44,436.33	15,502.14	28,874.19	69,935.00	25,498.67	25,498.67
LPN CONTR SERV	176.25	176.25	176.25	.00	386.00	209.75	209.75
LPN SUPPLIES	1,000.08	1,000.08	793.33	206.75	2,725.00	1,724.92	1,724.92
LPN CONF & MEETINGS	36.00	36.00	13.00	13.00	700.00	664.00	664.00
RAD TECH SALARIES	44,269.31	44,269.31	40,107.13	4,162.18	51,548.00	7,273.69	7,273.69
RAD TECH CONTR SERV	3,042.50	3,042.50	3,042.50	.00	3,902.00	859.50	859.50
RAD TECH SUPPLIES	4,051.29	4,051.29	3,502.71	548.58	3,185.00	866.29	CR 866.29
RAD TECH CONF & MEETINGS	2,903.86	2,903.86	2,770.66	133.20	3,000.00	96.14	96.14
DIV OF PHYS ED SALARIES	40,539.74	40,539.74	37,157.66	3,402.08	49,045.00	8,505.26	8,505.26
DIV OF PHYS ED CONTR SERV	.00	.00	.00	.00	570.00	570.00	570.00
PHYS ED SUPPLIES	2,293.55	2,293.55	2,223.53	65.02	2,300.00	6.45	6.45
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	667.28	667.28	651.17	16.11	750.00	82.72	82.72
NURSING ASST CONF & MEETINGS	54.80	54.80	54.80	.00	200.00	145.20	145.20
INFO OFC & WORKROOM SECR SALARIES	42,281.01	42,281.01	38,612.66	3,668.35	44,310.00	4,023.99	4,023.99
INFO OFC FED WORK STUDY	10,661.87	10,661.87	9,803.47	858.40	13,000.00	2,336.13	2,336.13
WORKROOM FED WORK STUDY	1,061.07	1,061.07	774.65	286.42	7,250.00	6,168.93	6,168.93
WORKROOM CONTR SERV	5,685.00	5,685.00	5,685.00	.00	6,000.00	315.00	315.00
UNALLOCATED CONTR SERV	764.87	764.87	711.37	53.50	1,600.00	835.13	835.13
INFO OFC SUPPLIES	796.42	796.42	767.21	29.21	1,450.00	653.58	653.58
INFO OFC COMMITTEE SUPPLIES	24.31	24.31	5.65	18.66	300.00	275.69	275.69
WORKROOM SUPPLIES	2,674.59	2,674.59	2,758.25	81.66	1,000.00	3,674.59	3,674.59

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PUB INFO ADMIN SALARIES	34,364.99	34,364.99	31,376.73	2,988.26	35,859.00	1,494.01	1,494.01
PUB INFO SECR SALARIES	2,046.12	2,046.12	1,719.50	326.62	2,000.00	46.12 CR	46.12 CR
PUB INFO SUPPLIES	81,439.68	81,439.68	75,248.57	6,191.11	86,750.00	5,310.32	5,310.32
PUB INFO CONF & MEETINGS	884.00	884.00	791.80	92.20	1,200.00	316.00	316.00
ASST DEAN ARTS & SOC SCI SALARY	35,585.83	35,585.83	32,491.41	3,094.42	37,133.00	1,547.17	1,547.17
PART TIME OVERLOAD	63,883.08	63,883.08	53,041.08	10,842.00	42,000.00	21,883.08 CR	21,883.08 CR
NIGHT PREMIUMS	200.00	200.00	200.00	.00	200.00	200.00 CR	200.00 CR
SUMMER SALARIES	41,433.80	41,433.80	41,433.80	.00	42,000.00	566.20	566.20
SECR SALARIES	13,398.42	13,398.42	12,233.34	1,165.08	13,981.00	582.58	582.58
FED WORK STUDY	6,368.29	6,368.29	6,180.70	187.59	8,147.00	1,778.71	1,778.71
SUPPLIES	961.30	961.30	851.17	110.13	1,300.00	338.70	338.70
CONF & MEETINGS	1,332.18	1,332.18	1,198.18	134.00	2,000.00	667.82	667.82
ASST DEAN BUS & TECH SALARY	38,601.59	38,601.59	35,244.93	3,356.66	40,280.00	1,678.41	1,678.41
PART TIME OVERLOAD	111,962.88	111,962.88	95,043.62	16,919.26	105,000.00	6,962.88 CR	6,962.88 CR
NIGHT PREMIUMS	1,400.00	1,400.00	1,400.00	.00	1,400.00	1,400.00 CR	1,400.00 CR
SUMMER SALARIES	43,583.26	43,583.26	43,583.26	.00	42,000.00	1,583.26 CR	1,583.26 CR
SECR SALARY	15,479.00	15,479.00	14,133.00	1,346.00	16,152.00	673.00	673.00
FED WORK STUDY	21,444.36	21,444.36	19,983.62	1,460.74	15,979.00	5,465.36 CR	5,465.36 CR
SUPPLIES	1,441.25	1,441.25	1,359.05	82.20	1,200.00	241.25 CR	241.25 CR
CONF & MEETINGS	1,079.55	1,079.55	1,053.55	26.00	3,000.00	1,920.45	1,920.45
ASST DEAN COMM & EXTEN SERV SALARY	34,337.16	34,337.16	31,351.32	2,985.84	35,830.00	1,492.84	1,492.84
INSTR SALARIES	86,774.36	86,774.36	75,105.81	13,668.55	100,000.00	13,225.84	13,225.84
COORDINATORS SALARIES	8,860.00	8,860.00	8,225.00	635.00	7,500.00	1,360.00 CR	1,360.00 CR
SECR SALARY	11,272.80	11,272.80	10,193.42	1,079.38	12,126.00	853.40	853.40
FED WORK STUDY	497.46	497.46	497.46	.00	1,972.00	1,474.54	1,474.54
CUNTR SERV	1,310.00	1,310.00	1,310.00	.00	5,000.00	3,690.00	3,690.00
SUPPLIES	4,847.03	4,847.03	4,538.24	308.79	5,500.00	652.97	652.97
CONF & MEETINGS	1,654.28	1,654.28	1,628.83	25.45	2,000.00	345.72	345.72
DIR OF HEALTH & NAT SCI SALARY	32,913.00	32,913.00	30,051.00	2,862.00	34,344.00	1,431.00	1,431.00
PART TIME OVERLOAD	32,215.06	32,215.06	27,700.77	4,514.29	32,700.00	6,484.94	6,484.94
NIGHT PREMIUMS	100.00	100.00	100.00	.00	100.00	100.00 CR	100.00 CR
SUMMER SALARIES	8,460.81	8,460.81	8,460.81	.00	11,000.00	2,539.19	2,539.19
FED WORK STUDY	5,215.82	5,215.82	5,034.92	180.90	4,820.00	395.82 CR	395.82 CR
CUNTR SERV	.00	.00	.00	.00	200.00	200.00	200.00
SUPPLIES	759.72	759.72	712.35	47.37	1,200.00	440.28	440.28

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
HEALTH & NAT SCI CONF & MEETINGS	900.72	900.72	809.36	91.36	1,300.00	399.28	399.28
ACADEMIC SKILLS SALARIES	24,272.00	24,272.00	22,923.48	1,348.52	56,573.00	32,301.00	32,301.00
ACADEM SKILLS CONTR SERV	300.00	300.00	300.00	.00	300.00	.00	.00
ACADEM SKILLS SUPPLIES	4,723.99	4,723.99	4,673.41	50.58	7,000.00	2,276.01	2,276.01
ACADEM SKILLS CONF & MEETINGS	210.00	210.00	154.00	56.00	500.00	290.00	290.00
HONORS PROGRAM CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
HONORS PROG SUPPLIES	157.27	157.27	157.27	.00	400.00	242.73	242.73
HONORS PROG CONF & MEETINGS	85.93	85.93	85.93	.00	270.00	184.07	184.07
DEAN OF INSTR SALARY	44,243.49	44,243.49	40,396.23	3,847.26	46,167.00	1,923.51	1,923.51
DEAN OF INSTR SECR SALARY	17,160.99	17,160.99	15,688.73	1,472.26	17,907.00	746.01	746.01
STUDENT TUTORS	1,934.59	1,934.59	1,815.67	113.92	2,000.00	65.41	65.41
DEAN OF INSTR FED WORK STUDY	2,675.78	2,675.78	2,263.73	412.05	3,580.00	904.22	904.22
DEAN OF INSTR SUPPLIES	1,978.27	1,978.27	1,634.02	344.25	2,000.00	21.73	21.73
DEAN OF INSTR CONF & MEETINGS	1,820.32	1,820.32	1,767.18	53.14	2,000.00	179.68	179.68
LRC PROF SALARIES	75,515.00	75,515.00	68,139.00	7,376.00	88,512.00	12,997.00	12,997.00
LRC SECR SALARIES	25,835.39	25,835.39	23,570.65	2,264.74	27,177.00	1,341.61	1,341.61
LRC FED WORK STUDY	10,242.34	10,242.34	9,796.79	445.55	12,009.00	2,566.66	2,566.66
LRC CONTR SERV	7,592.96	7,592.96	6,665.24	907.72	11,260.00	3,667.04	3,667.04
XEROX SUPPLIES	2,958.75	2,958.75	2,031.48	927.27	2,000.00	4,958.75	4,958.75
LIBRARY SUPPLIES	13,665.68	13,665.68	13,300.11	365.57	14,540.00	874.32	874.32
A V SUPPLIES	8,392.50	8,392.50	5,570.61	2,821.89	7,650.00	742.50	742.50
LIBRARY BOOKS	27,684.45	27,684.45	23,377.17	4,307.28	35,000.00	7,315.55	7,315.55
LRC CONF & MEETINGS	1,411.65	1,411.65	1,367.25	24.40	1,200.00	211.65	211.65
ADM & RECORDS ADMIN SALARIES	33,775.50	33,775.50	30,838.50	2,937.00	35,244.00	1,468.50	1,468.50
ADM & REC SECR SALARIES	51,388.03	51,388.03	46,910.29	4,477.74	55,928.00	4,539.97	4,539.97
ADM & REC FED WORK STUDY	8,364.75	8,364.75	7,690.58	674.17	10,958.00	2,593.25	2,593.25
ADM & REC CONTR SERV	1,057.41	1,057.41	914.76	142.65	2,600.00	1,542.59	1,542.59
ADM & REC SUPPLIES	8,811.51	8,811.51	8,548.45	263.06	7,900.00	911.51	911.51
ADM & REC CONF & MEETINGS	722.78	722.78	683.78	34.00	1,000.00	277.22	277.22
COUNSELING SALARIES	72,007.76	72,007.76	66,115.04	5,889.12	78,669.00	4,661.24	4,661.24
COUNSELING SECR SALARIES	13,236.90	13,236.90	12,071.82	1,165.08	13,981.00	744.10	744.10
HEALTH SERV SUPPLIES	21.36	21.36	21.36	.00	300.00	278.64	278.64
FIN AIDS ADMIN SALARIES	34,774.16	34,774.16	31,750.32	2,023.84	36,266.00	1,511.84	1,511.84
FIN AIDS SECR SALARIES	25,229.16	25,229.16	23,035.32	2,193.84	26,326.00	1,096.84	1,096.84
STUDENT SERV ADMIN SALARIES	41,827.34	41,827.34	38,190.18	3,637.16	43,646.00	1,818.66	1,818.66
STUDENT SERV SECR SALARIES	17,060.49	17,060.49	15,595.23	1,465.26	17,723.00	742.51	742.51
STUDENT SERV FED WORK STUDY	42,845.07	42,845.07	39,508.55	3,336.52	45,100.00	2,254.93	2,254.93

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
COACHING SALARIES	10,670.00	10,670.00	9,695.00	975.00	11,850.00	1,180.00	1,180.00
STUDENT SERV CONTR SERV	948.58	948.58	948.58	.00	1,300.00	351.42	351.42
STUDENT SERV SUPPLIES	11,980.43	11,980.43	11,227.40	753.03	14,780.00	2,799.57	2,799.57
COMMENCEMENT	4,404.47	4,404.47	1,859.49	2,544.98	6,000.00	1,595.53	1,595.53
STUDENT SERV CONF & MEETINGS	3,770.83	3,770.83	3,640.29	130.54	4,620.00	849.17	849.17
STUDENT RECRUITMENT	1,112.39	1,112.39	1,049.71	62.68	1,500.00	387.61	387.61
PUB SERV SALARIES	.00	.00	.00	.00	4,600.00	4,600.00	4,600.00
PUB SERV CONTR SERV	.00	.00	.00	.00	5,000.00	5,000.00	5,000.00
PUB SERV SUPPLIES	.00	.00	.00	.00	5,300.00	5,300.00	5,300.00
SERVICE STAFF SALARIES	332,922.44	332,922.44	303,772.26	29,150.18	370,923.00	38,000.56	38,000.56
MAINT BOYS FED WORK STUDY	63,046.59	63,046.59	59,839.17	3,207.42	82,000.00	18,953.41	18,953.41
MATRONS FED WORK STUDY	11,885.80	11,885.80	10,950.61	935.19		11,885.80	11,885.80
ELECTRICITY	210,716.83	210,716.83	191,634.36	19,082.47	235,900.00	25,183.17	25,183.17
TELEPHONE	34,682.77	34,682.77	31,742.63	2,940.14	39,840.00	5,157.23	5,157.23
PRESIDENTS SALARY	62,080.00	62,080.00	56,880.00	5,200.00	82,721.00	641.00	641.00
PRES SECR SALARY	19,648.67	19,648.67	17,940.09	1,708.58	20,503.00	854.33	854.33
PRES OFC FED WORK STUDY	3,150.66	3,150.66	2,879.31	271.35	3,484.00	333.34	333.34
PRES OFC CONTR SERV	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
PRES OFC SUPPLIES	2,373.81	2,373.81	2,175.98	197.83	2,500.00	126.19	126.19
PRES OFC CONF & MEETINGS	4,378.72	4,378.72	3,988.39	390.33	4,000.00	378.72	378.72
SPECIAL AFFAIRS	3,572.58	3,572.58	3,279.86	292.72	2,500.00	1,072.58	1,072.58
PRES OFC OTHER EXP	4,155.21	4,155.21	4,111.71	43.50	5,600.00	1,444.79	1,444.79
BUS OFC ADMIN SALARIES	48,799.33	48,799.33	44,555.91	4,243.42	50,921.00	2,121.67	2,121.67
BUS OFC PROF SALARIES	18,363.66	18,363.66	16,766.82	1,596.84	19,182.00	793.34	793.34
BUS OFC SECR SALARIES	71,541.22	71,541.22	65,598.14	5,943.08	75,423.00	3,881.78	3,881.78
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	2,864.63	2,864.63	888.79	1,975.84	7,000.00	4,135.37	4,135.37
BUS OFC CONF & MEETINGS	1,982.83	1,982.83	1,950.59	32.24	2,500.00	517.17	517.17
PRES SEARCH	10,625.72	10,625.72	11,157.06	531.34	CR 14,000.00	3,374.28	3,374.28
LEGAL CONTR	7,406.33	7,406.33	6,549.99	856.34	8,000.00	593.67	593.67
OTHER BOARD SUPPLIES	662.84	662.84	492.81	170.03	2,000.00	1,337.16	1,337.16
BOARD CONF & MEETINGS	3,750.31	3,750.31	3,450.85	299.46	4,000.00	249.69	249.69
INSTITU SECR SALARIES	14,535.70	14,535.70	13,352.70	1,183.00	14,196.00	339.70	339.70
INSTITU FED WORK STUDY	3,254.99	3,254.99	3,120.24	134.75	3,685.00	430.01	430.01
CONTINGENCY FED WORK STUDY	4,397.70	4,397.70	4,200.05	197.65	4,448.00	50.30	50.30
GROUP MED & LIFE INS	266,103.50	266,103.50	242,702.06	23,401.44	293,500.00	24,396.50	24,396.50
TUITION REIMBURSEMENT	2,908.54	2,908.54	2,192.54	716.00	5,000.00	2,091.46	2,091.46
CURRICULUM DEVELOPMENT	1,646.40	1,646.40	1,436.40	210.00	5,000.00	3,353.60	3,353.60

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
UNALLOCATED CONTR	1,787.40	1,787.40	1,787.40	.00	2,400.00	612.60	612.60
IN SERVICE TRAINING	2,929.90	2,929.90	2,747.05	182.85	5,000.00	2,070.10	2,070.10
FACULTY ASSN SUPPLIES	76.01	76.01	62.70	13.31	200.00	123.99	123.99
POSTAGE	35,203.58	35,203.58	32,131.33	3,072.25	40,000.00	4,796.42	4,796.42
PUBLICATIONS & DUES	6,555.16	6,555.16	6,555.16	.00	6,950.00	394.84	394.84
ADVERTISING	358.28	358.28	315.23	43.05	700.00	341.72	341.72
RECRUITMENT	6,465.58	6,465.58	5,543.50	922.08	6,000.00	465.58 CB	465.58 CR
GENERAL INSURANCE	.00	.00	.00	.00	27,500.00	27,500.00	27,500.00
EQUIPMENT	97,754.06	97,754.06	97,354.11	399.95	145,947.00	48,192.94	48,192.94
VOC ED EQUIP	27,640.00	27,640.00	27,640.00	.00		27,640.00 CB	27,640.00 CR
AFFIRM ACTION CONTR SERV	.00	.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 ACTIONCONF & MEETINGS	.00	.00	.00	.00	300.00	300.00	300.00
INSTITU RES CONTR SERV	250.00	250.00	250.00	.00	500.00	250.00	250.00
INSTITU RES SUPPLIES	2.26	2.26	2.26	.00	500.00	497.74	497.74
DATA PROC ADMIN SALARIES	63,907.15	63,907.15	58,423.05	5,564.10	60,769.00	2,761.85	2,761.85
DATA PROC SECR SALARIES	24,084.54	24,084.54	21,975.46	2,109.08	25,309.00	1,224.46	1,224.46
DATA PROC FED WORK STUDY	2,295.01	2,295.01	2,024.99	273.02	6,365.00	4,066.99	4,066.99
DATA PROC ADMIN CONTR SERV	73,407.31	73,407.31	72,144.25	1,263.06	143,700.00	70,292.69	70,292.69
DATA PROC CONTR SERV EDUC	5,462.92	5,462.92	5,462.92	.00	13,000.00	7,537.08	7,537.08
DATA PROC SUPPLIES ADMIN	9,174.63	9,174.63	8,741.47	433.16	16,600.00	7,425.37	7,425.37
DATA PROC SUPPLIES EDUC	7,223.31	7,223.31	7,223.31	.00	16,000.00	8,776.69	8,776.69
DATA PROC CONF & MEETINGS	267.01	267.01	267.01	.00	7,500.00	7,232.99	7,232.99
DATA PROC EQUIP RENTAL	2,071.00	2,071.00	2,071.00	.00		2,071.00 CB	2,071.00 CR
PLANNING & DEVEL ADMIN SALARIES	34,400.41	34,400.41	31,409.07	2,991.34	35,896.00	1,495.59	1,495.59
PL & DEVEL SECR SALARIES	10,980.18	10,980.18	9,842.02	1,138.16	13,109.00	2,126.82	2,126.82
PL & DEVEL CONTR SERV	.00	.00	.00	.00	300.00	300.00	300.00
PL & DEVEL SUPPLIES	1,052.18	1,052.18	964.21	87.97	1,300.00	247.82	247.82
PL & DEVEL CONF & MEETINGS	1,891.69	1,891.69	1,873.84	17.85	1,700.00	191.69 CB	191.69 CR
TUITION CHARGE BACK	23,767.25	23,767.25	23,767.25	.00	25,000.00	1,232.75	1,232.75
CONTINGENCIES	.00	.00	.00	.00	75,000.00	75,000.00	75,000.00

4,510,434.11 * 4,132,413.03 * 378,020.48 * 5,220,994.00 * 716,559.89 * 716,559.89 *

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MAINT CONTR SERV	33,938.27	33,938.27	31,210.98	2,727.29	45,840.00	11,901.73	11,901.73
MAINT & BLDG SUPPLIES	40,466.62	40,466.62	37,226.58	3,240.04	51,000.00	10,533.38	10,533.38
MAINT CONF & MEETINGS	649.56	649.56	633.56	16.00	2,500.00	1,850.44	1,850.44
GAS	75,611.31	75,611.31	71,467.92	4,143.39	119,900.00	44,288.69	44,288.69
EQUIPMENT	354.00	354.00	354.00	.00	8,400.00	8,046.00	8,046.00
RENTAL CHARGES	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
CONTINGENCIES	.00	.00	.00	.00	25,000.00	25,000.00	25,000.00
	151,019.76	* 151,019.76	* 140,893.04	* 10,126.72	* 53,640.00	* 102,620.24	* 102,620.24

SITE AND CONSTRUCTION FUND

SITE IMPROVEMENT	.00	.00	.00	.00	100,000.00	100,000.00	100,000.00
COLLEGE SIGN	25,206.00	25,206.00	25,206.00	.00		25,206.00	CR 25,206.00
BUILD ILLINOIS FY 86-87	3,182.00	3,182.00	3,182.00	.00		3,182.00	CR 3,182.00
BLDG IMPROVEMENTS	.00	.00	.00	.00	100,000.00	100,000.00	100,000.00
TELEPHONE SYSTEM	25,673.21	25,673.21	25,673.21	.00		25,673.21	CR 25,673.21
ENERGY MANAGEMENT GRANT	5,006.05	5,006.05	5,006.05	.00		5,006.05	CR 5,006.05
HIGH TECH DATA PROC	29,274.10	29,274.10	29,274.10	.00		29,274.10	CR 29,274.10
INSTR EQUIPMENT	.00	.00	.00	.00	50,000.00	50,000.00	50,000.00
SERVICE EQUIPMENT	.00	.00	.00	.00	5,000.00	5,000.00	5,000.00
OTHER CAPITAL OUTLAY	.00	.00	.00	.00	5,000.00	5,000.00	5,000.00
	88,341.36	* 88,341.36	* 88,341.36	* .00	* 60,000.00	* 71,653.64	* 171,653.64

WORKING CASH FUND

MISC EXPENSE	.00	.00	.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	30,474.80	30,474.80	30,512.23	37.43	CR 28,000.00	2,474.80 CR	2,474.80 CR
UNEMPLOYMENT COMP	9,200.44	9,200.44	9,275.31	74.87	CR 17,000.00	7,799.56	7,799.56
MEDICAIRE PAYMENTS	7,033.14	7,033.14	6,965.13	68.01		7,033.14 CR	7,033.14 CR
TORT LIABILITY INSURANCE	55,950.49	55,950.49	55,950.49	.00	25,000.00	30,950.49 CR	30,950.49 CR
	102,658.87	102,658.87	102,703.16 *	44.29	CR 70,000.00	* 32,658.87 CR	32,658.87 CR

AUDIT FUND

AUDIT COSTS	12,622.00	12,622.00	12,622.00	.00	22,000.00	9,378.00	9,378.00
	12,622.00	* 12,622.00	* 12,622.00 *	.00	* 22,000.00	* 9,378.00 *	9,378.00 *

REVENUE REPORT

EDUCATION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1985 TAXES	855,436.15	855,436.15	855,436.15	.00	857,500.00	2,063.85	2,063.85
1986 TAXES	.00	.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	15,728.28	15,728.28	9,377.15	6,351.13	9,000.00	6,728.28 CR	6,728.28 CR
STATE APPORTIONMENT	1,389,037.25	1,389,037.25	1,041,777.93	347,259.32	1,389,570.00	467.25 CR	467.25 CR
REG VOC ED REIMB	91,886.99	91,886.99	64,537.11	27,149.88	52,500.00	39,186.99 CR	39,186.99 CR
VOC ED EQUIP REIMB	24,734.00	24,734.00	24,734.00	.00	16,500.00	8,234.00 CR	8,234.00 CR
REPL OF CORP PERS PROP TAX	176,442.58	176,442.58	176,442.58	.00	147,889.00	28,553.58 CR	28,553.58 CR
STATE WORK STUDY	.00	.00	.00	.00	1.00	1.00	1.00
FEDERAL WORK STUDY	156,886.36	156,886.36	149,923.61	6,942.75	170,658.00	13,791.64	13,791.64
OTHER FEDERAL SOURCES	691.00	691.00	691.00	.00	3,000.00	2,309.00	2,309.00
SUMMER TUITION	126,489.41	126,489.41	126,489.41	.00	126,000.00	489.41 CR	489.41 CR
FALL TUITION	515,230.40	515,230.40	515,230.40	.00	529,850.00	14,619.60	14,619.60
SPRING TUITION	425,000.00	425,000.00	425,000.00	.00	507,650.00	82,650.00	82,650.00
GRADUATION FEES	3,209.50	3,209.50	2,794.50	415.00	2,500.00	709.50 CR	709.50 CR
TRANSCRIPT FEES	1,097.00	1,097.00	959.00	138.00	500.00	597.00 CR	597.00 CR
LABORATORY FEES	14,938.00	14,938.00	14,938.00	.00	31,600.00	16,662.00	16,662.00
PUB SERV INCOME	.00	.00	.00	.00	14,900.00	14,900.00	14,900.00
INTEREST ON INVESTMENTS	37,157.97	37,157.97	34,349.46	2,808.51	40,000.00	2,842.03	2,842.03
FOUNDATION GIFTS	13,400.00	13,400.00	13,400.00	.00	13,400.00	.00	.00
BOOKSTORE & LAND LAB	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	35,074.68	35,074.68	33,949.68	1,125.00	36,000.00	925.32	925.32
OTHER REV COMPUTER	11,206.25	11,206.25	11,086.25	120.00		11,206.25 CR	11,206.25 CR
OTHER REV SALARIES	34,923.92	34,923.92	34,923.92	.00		34,923.92 CR	34,923.92 CR
OTHER REV OVERHEAD	5,989.22	5,989.22	5,204.95	784.27		5,989.22 CR	5,989.22 CR
	4,042,213.00 *		3,649,125.00 *		4,932,821.00 *	890,602.14 *	890,602.14 *
				393,093.86 *			

BUILDING FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1985 TAXES	104,755.65	104,755.65	104,755.65	.00	105,000.00	244.35	244.35
1986 TAXES	.00	.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	.00	100.00	100.00	100.00
OTHER REVENUE	3,031.00	3,031.00	2,431.00	600.00	2,000.00	1,031.00 CR	1,031.00 CR
	129,464.20	* 129,464.20	* 128,864.20	* 600.00	* 230,211.00	* 100,746.80	* 100,746.80 *

SITE AND CONSTRUCTION FUND

STATE CONTRIBUTIONS	28,432.00	28,432.00	21,324.00	7,108.00	1.00	28,431.00 CR	28,431.00 CR
FEDERAL CONTRIBUTIONS	.00	.00	.00	.00	1.00	1.00	1.00
INVESTMENT INCOME	53,468.50	53,468.50	46,126.06	7,342.44	60,000.00	6,531.50	6,531.50
	81,900.50	* 81,900.50	* 67,450.06	* 14,450.44	* 60,002.00	* 21,893.50 CR	21,893.50 CR

BOND AND INTEREST FUND

INTEREST ON INVESTMENTS	24,036.08	24,036.08	20,940.50	3,095.58		24,036.08 CR	24,036.08 CR
	24,036.08	* 24,036.08	* 20,940.50	* 3,095.58 *	.00	* 24,036.08 CR	24,036.08 CR

WORKING CASH FUND

INVESTMENT INCOME	107,270.12	107,270.12	88,634.64	18,435.48	50,000.00	57,270.12 CR	57,270.12 CR
	107,270.12	* 107,270.12	* 88,634.64	* 18,435.48 *	* 50,000.00	* 57,270.12 CR	57,270.12 CR

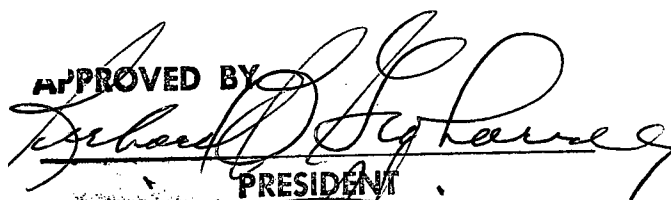
INSURANCE FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1985 TAXES	30,372.15	30,372.15	30,361.60	10.55	30,450.00	77.85	77.85
1986 TAXES		.00		.00	30,450.00	30,450.00	30,450.00
IN LIEU OF TAXES	19.09	19.09	19.09	.00		19.09 CR	19.09 CR
INTEREST ON INVESTMENTS	3,294.43	3,294.43	3,179.56	114.87	3,000.00	294.43 CR	294.43 CR
	33,685.67	* 33,685.67	* 33,560.25	* 125.42	* 63,900.00	* 30,214.33	* 30,214.33
1985 TAXES	10,824.59	10,824.59	10,820.83	3.76	10,850.00	25.41	25.41
1986 TAXES		.00		.00	10,850.00	10,850.00	10,850.00
IN LIEU OF TAXES	6.80	6.80	6.80	.00		6.80 CR	6.80 CR
INTEREST ON INVESTMENTS	679.94	679.94	625.60	54.34	300.00	379.94 CR	379.94 CR
	11,511.33	* 11,511.33	* 11,453.23	* 58.10	* 22,000.00	* 10,488.67	* 10,488.67

AUDIT FUND

SAUK VALLEY COLLEGE

APPROVED BY


A handwritten signature in dark ink, appearing to read "Richard D. Schaefer", written over a horizontal line.

PRESIDENT


A handwritten signature in dark ink, appearing to read "William J. Simpson", written over a horizontal line.

SECRETARY

DATE 6/22/82