

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING  
Third Floor Board Room  
February 22, 1988 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. Fall Semester Tuition Income
- 5. Life Safety Roofing Project
- 6. Micro-computer Purchase

F. Executive Session

G. Personnel Recommendations

- 1. Contractual Appointment
- 2. Part-time Faculty
- 3. Faculty - Term Appointments - FY89
- 4. Renewal of Continuing Appointments - (Tenure)
- 5. New Continuing Appointments (Tenure)
- 6. Promotions

H. Other Actions

- 1. Data Processing Use Policy (Second Reading)
- 2. April Meeting Date Change Request
- 3. Legislative Resolution

I. Reports

- 1. Student Trustee
- 2. ICCTA Representative
- 3. Foundation Liaison
- 4. Board Chair

J. President's Report

- 1. Economic Impact Study
- 2. Administrative Retreat
- 3. ICCTA Fund Raising Workshop
- 4. Basketball Regional Playoffs

K. Time of Next Meeting

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

February 22, 1988

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on February 22, 1988 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

Dick Groharing	Joe McDonald
Edie Peterson	Bill Simpson
Ed Andersen	Keven Peck (Student)

Absent: Bob Wolf Bill Yemm

SVCC Staff: President Richard L. Behrendt  
Dean John Sagmoe  
Dean Robert Edison  
Dean Zollie Hall  
Director Ralph Gelander  
Secretary to the Board Marilyn Vinson

Minutes: It was moved by Member Peterson and seconded by Member McDonald that the Board approve the minutes of the January 25 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 Peterson that the Board approve the Treasurer's Report 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 Groharing and seconded by Member Simpson that the Board approve bills in the following amounts:

Educational Fund	\$411,928.51
Building Fund	30,520.00
Working Cash	100,000.00
Site/Construction	19,855.00
Insurance Fund	4,771.58

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

Payroll:

It was moved by Member Groharing and seconded by Member McDonald that the Board approve the payroll of January 31 in the amount of \$144,023.68 and the February 15 payroll in the amount of \$146,920.95. In a roll call vote, all voted aye. Student Trustee Peck advisory vote: aye.

Fall Tuition Report:

The Board received the attached report on net tuition receipts and deductions for the Fall semesters (1974 through 1987) as an information item.

Life Safety Roofing Project:

It was moved by Member Simpson and seconded by Member Groharing that the Board approve temporarily borrowing college funds (not to exceed \$316,000) in order to expedite the roofing project with these funds to be replaced upon the receipt of the 1987 Protection Health and Safety monies. Mr. Edison explained that if we waited for the levy, we would be delayed a year. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Micro-Computer Purchase:

It was moved by Member Groharing and seconded by Member Simpson that the Board approve the purchase of computer equipment as outlined in the attached memorandum in the amount of \$39,396. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Executive Session:

At 7:10 p.m. it was moved by Member Groharing and seconded by Member Simpson 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:

At 7:25 p.m. the Board returned to regular session.

Contractual Appointment:

It was moved by Member McDonald and seconded by Member Groharing that the Board approve the appointment of Robert D. Farrell to the contractual position of Assistant Director of Planning and Resource Development from February 24, 1988 through September 30, 1988 based on the administrative salary of \$26,450 per year. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

## Part-time Instructors:

It was moved by Member Simpson and seconded by Member McDonald that the Board approve the list of new part-time faculty who are teaching for the Spring semester. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

## Term Appointments:

It was moved by Member Groharing and seconded by Member Simpson that the Board approve the following faculty for term appointments for 1988-89:

Jolene Leseman  
Linda Giesen  
Carol Guschl  
Dennis Day  
Chris Gehlbach  
John Wardell

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

### Continuing Appointments (Tenure):

It was moved by Member Peterson and seconded by Member Groharing that the Board approve the faculty on the attached list for continuing appointments for the 1988-89 academic year. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

## New Continuing Appointments (Tenure):

It was moved by Member McDonald and seconded by Member Groharing that the Board offer continuing appointments (tenure) to the following faculty:

Dr. Norman McNeal  
Thomas Breed  
Joan Kerber

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

### Promotions:

It was moved by Member Groharing and seconded by Member McDonald that the Board approve the following promotions, effective the Fall of 1988:

Tom Breed - Instructor

to Assistant Professor  
Ron Happach - Associate Professor  
to Professor

Promotions  
(continued):

Dale Heuck - Associate Professor  
to Professor  
Joan Kerber - Instructor  
to Assistant Professor  
Norman McNeal - Associate Professor  
to Professor

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

Data Processing  
Use Policy  
(Second Reading):

It was moved by Member Groharing and seconded by Member Simpson that the Board approve the attached Data Processing Use policy for second reading. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

April Meeting  
Date:

It was moved by Member Groharing and seconded by Member Peterson that the April meeting date be changed from April 25 to April 18. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

Legislative  
Resolution:

It was moved by Member Groharing and seconded by Member Simpson that the Board adopt the attached resolution which requests all legislators approve the necessary legislation to provide the revenues necessary to support the IBHE's budget request for all community colleges for the 1988-89 year. Motion voted and carried. Student Trustee Peck advisory vote: aye.

Reports:

Student Trustee Peck reported that the Student Senate was doing a student survey on spring break and the activity hour; and that they planned to visit area high schools in order to recruit students.

Chair Andersen reminded the Board of the ICCTA meeting to be held at Oak Brook Hills on March 11 and 12 at which time a workshop would be held on Fund Raising. He also reported that he and Board liaison Groharing had attended the last Foundation meeting at which time the Foundation heard a report from Karen Kylen on Title III; welcomed two new members; accepted the annual audit report; elected officers for the coming year; and set a date for the Annual Dinner.

Reports  
(Continued):

President Behrendt reported on the study which showed the economic impact of the college; that an administrative retreat had been held on February 10; and that both the men (19-11) and women's (25-6) basketball teams were involved in the regional play-offs to be held at the college.

Adjournment:

Since the scheduled business was completed, it was moved by Member Peterson and seconded by Member Groharing that the Board adjourn. The next regular meeting will be at 7 p.m. on March 28 in the third floor Board Room. In a roll call vote, all voted aye. Motion carried. Student Trustee Peck advisory vote: aye.

The Board adjourned at 7:50 p.m.

Respectfully submitted:

*Edie Peterson*  
\_\_\_\_\_  
Edie Peterson, Secretary

For Board Meeting of  
February 22, 1988

Agenda Item E-4

FALL SEMESTER TUITION INCOME

Attached you will find a report from Bob Edison which shows our net tuition receipts and deductions for the fall semesters from Fall 1974 through Fall 1987.

RECOMMENDATION: Information item only.

NET TUITION RECEIPTS AND DEDUCTIONS

Deductions and Tuition	Fall 1983	Fall 1984	Fall 1985	Fall 1986	Fall 1987
1. Tuition Refunds	27,350.00	24,996.20	20,332.70	22,394.70	19,290.00
2. Employee Waivers	10,536.00	7,127.00	8,730.80	8,930.40	6,742.40
3. Illinois Military	8,429.77	-0-	-0-	6,951.13	12,873.10
4. Office of Education	2,888.50	-0-	2,391.41	7,915.12	675.54
5. Net Bad Debts	4,280.00	9,771.70	6,549.35	3,139.83	5,350.83
6. Senior Citizens	37,670.20	37,564.60	37,393.20	40,123.20	37,660.00
7. EOG Waivers	-0-	-0-	-0-		
8. Achievement Awards	10,160.00	10,638.60	11,385.00	14,790.00	27,234.90
9. TOTAL DEDUCTIONS	<u>101,314.47</u>	<u>90,098.17</u>	<u>86,782.46</u>	<u>104,244.38</u>	<u>109,826.77</u>
10. Actual Tuition Receipts	564,060.03	511,160.82	485,596.21	515,230.40	541,404.22
11. Actual Mid-Ter Cr. Hrs.	24,628	19,950	19,493	19,248	20,599
12. Tuition Rec'd/Mid-Term Cr. Hrs. (Line 10 ÷ 11)	22.90	25.62	24.91	26.77	26.28
13. Tuition Charged/Cr. Hr.	24.00	26.00	26.00	28.00	28.00
14. Variable/Credit Hours	<u>-1.10</u>	<u>-.38</u>	<u>-1.09</u>	<u>-1.23</u>	<u>-1.72</u>

NET TUITION RECEIPTS AND DEDUCTIONS

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

For Board Meeting of  
February 22, 1988

Agenda Item E-5

#### LIFE SAFETY ROOFING PROJECT

Last September, the Board approved a Tax Levy under the Protection Health and Safety Act to allow us to begin re-roofing the college on a three-year basis. During this first year, the levy will raise approximately \$316,000. However, as the attached memo from Dean Edison outlines, if we wait for the money to arrive the project would actually be delayed a year. Therefore, we would like to begin the project by using currently available funds as certificates of deposit expire and then replace that funding whenever the new levy monies arrive.

**RECOMMENDATION:** Board approval to expedite the roofing project through the approval of the temporary borrowing of other college funds not to exceed \$316,000 with those funds to be replaced by the receipt of the 1987 Protection Health and Safety monies.



# **Sauk Valley Community College**

815 / 288-5511

173 IL ROUTE 2  
DIXON, IL 61021-9110

## MEMORANDUM

TO: Dr. Behrendt DATE: February 2, 1988  
FROM: Robert Edison *Bob* SUBJECT: Life & Safety Project

The Board of Trustees approved a Life Safety Project for Sauk Valley Community College at its meeting of September 28, 1987. This Project was to involve a new roof for T-1 and T-2 and the gymnasium of our permanent facility.

This Project has proceeded through the architect and the Illinois Community College Board and has resulted in a tax levy for the current year of approximately \$316,000.

Inasmuch as taxes in our community are normally received in July and December of the succeeding calendar year, it is apparent that we cannot complete our roofing projects during a desirable period of time unless we wait until the Summer of 1989, which would not coincide with our request to proceed with the new roofs. Inasmuch as the roof of the current facility will require a three year project, I do not feel that we should lose a whole year in our process of reroofing this facility. Since the roof over the gymnasium is still leaking in several spots at different times, I believe that it is imperative that we make repairs as soon as possible, and I would therefore like to recommend that the Board of Trustees give me approval to expedite this contract and to request the architect to proceed with detailed plans and specifications and to approve the temporary borrowing of other College funds pending the receipt of the 1987 tax monies in order to plan, bid, and complete the roof repairs during the forthcoming summer period.

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For Board Meeting of  
February 22, 1988

Agenda Item E-6

MICRO-COMPUTER PURCHASE

We have planned for some time to acquire additional micro-computers for various offices on campus. Most of these have been specifically provided for in the 1987-88 operating budget and all will be purchased in the IBM state bidding contract. Nevertheless, we did obtain two other quotes (Computer Land and Varill) and found they were indeed higher than the IBM state contract price.

RECOMMENDATION: Board approval to purchase the computer equipment in the amount of \$39,396 as listed on Page #2 of the attached memorandum.



**MEMORANDUM**

TO: Dr. Behrendt DATE: February 3, 1988

FROM: Robert Edison and SUBJECT: Approval to Purchase  
Walt Clevenger Computer Equipment

IBM's PS/2 is as new today as the original IBM PC was in 1981. Therefore, there is no true proven "clone" on the market today. I would recommend Sauk Valley Community College's purchase of IBM PS/2's for the following reasons:

1. Ability to participate in IBM's newly announced Systems Application Architecture.
2. Future integration of micros and mainframes as it relates to both education and administration.
3. "OS/2 is going to be more hardware dependent than DOS", as quoted from an article in PC-Week. Therefore, Sauk cannot afford to support many versions of OS/2 (many different hardware types):
4. The uncertainty surrounding IBM's Micro Channel Architecture as it relates to future software development.

The IBM Corporation submitted a price on these items identical to their state contract. Two quotations were also obtained from Computer Land and Varill with their prices considerably higher and submitted herewith.

Computer Land	\$48,141.
IBM	\$38,892
+ six copies of DOS not bid by IBM	<u>504</u>
	<u>39,396</u>
Difference	\$ 8,475
Varill (6 CAD units)	\$24,510
IBM (6 CAD units)	<u>17,820</u>
	\$ 6,690

Memorandum to Dr. Behrendt  
February 3, 1988  
Page Two

The requested approval to purchase the budgeted equipment items from IBM is as follows:

<u>Office</u>	<u>Item</u>	<u>Price</u>	<u>Fund to be Charged</u>
Asst. Deans	Model 50 w/color monitor & DOS (3 @ \$2,598)	\$ 7,794	Educational
CAD Lab	Model 50 PLUS (80287 and mouse) w/color monitor & DOS (6 units)	17,820	High Tech Grant Educational Fund
Bus. Office	Model 50/w color monitor & DOS	2,598	Building
Bus. Office	Model 60/w color monitor & DOS	3,618	Site & Construction
Bookstore	Model 60 w/color monitor & DOS	3,618	Bookstore
Data Center	Model 60 w/color monitor & DOS	3,618	Educational
Data Center	5 $\frac{1}{4}$ " diskette drive transfer	<u>330</u>	Educational
		<u><u>\$39,396</u></u>	

International Business Machines Corporation

404 Elm Street  
Rockford, Illinois 61101  
815/987-4600

January 5, 1988



Dean Robert Edison  
Sauk Valley Community College  
173 Ill. Rt. 2  
Dixon, Illinois 61021-9110

Dear Dean Edison:

Thank you for your interest in IBM's Personal System/2 product line. I look forward to working with you and the College in the installation of the Personal System/2's.

Shown below is the quote:

Type	Model	Description	Qty	Purchase Price
8550	021	PS/2 Model 50	4	\$ 8,628
8512	001	Color Display	4	\$ 1,428
8550	021	PS/2 Model 50	6	\$15,174
		Math Co-Proc.	6	
		Mouse	6	
8512	001	Color Display	6	\$ 2,142
8560	041	PS/2 Model 60	3	\$ 9,531
8512	001	Color Display	3	\$ 1,071
4869	001	External Drive	1	\$ 294
8760		Drive Adapter	1	\$ 36
5870	AAA	DOS 3.3	13*	\$ 588
Total Purchase Price				\$38,892

The purchase price reflects Special Bid discounts in effect between the State of Illinois and IBM.

If you have any questions please don't hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Douglas A. Klemp".

Douglas A. Klemp  
IBM Account Marketing Representative  
North-Central Marketing Division

\* A Total of  
13 machines  
will be ordered.

For Board Meeting  
of February 22, 1988

Agenda Item G-1

CONTRACTUAL APPOINTMENT

As the Board will recall, the Title III Grant provided for a contractual administrative position of Assistant Director of Planning and Resource Development for approximately two years of the grant. This is a contractual appointment contingent upon continued Title III funding and the position is paid for by the grant.

RECOMMENDATION: Board approval of the appointment of Robert D. Farrell to the contractual position of Assistant Director of Planning and Resource Development from February 24, 1988 to September 30, 1988 based on the administrative annual salary of \$26,450 per year.



815 / 288-5511

# **Sauk Valley Community College**

173 IL ROUTE 2  
DIXON, IL 61021-9110

## **MEMORANDUM**

TO: Dr. Richard Behrendt

DATE: February 3, 1988

FROM: Karen Kylen

SUBJECT: Recommendation to Employ Mr. Robert D. Farrell as Assistant Director of Planning and Resource Development

I am recommending that we employ Mr. Robert D. Farrell as Assistant Director of Planning and Resource Development. This position is funded by the Title III grant.

## Qualifications

Mr. Farrell meets all educational qualifications required for the position. He holds a Masters Degree in Speech and Drama. In addition he has completed all coursework and examinations required for a PhD but has not completed a dissertation.

## Experience

Mr. Farrell is well acquainted with community colleges having worked 10 years at Itasca Community College (MN) and three years at Nicolet College (WI). He is a part-time instructor at Rock Valley College, Highland Community College, and Kishwaukee College.

Mr. Farrell's fund raising and grant-writing experience is extensive. He has worked in this field regularly since 1977 with success. He has served as a reader for granting agencies and has trained boards and volunteers in fund-raising methods.

## References

Mr. Farrell's references were very positive. Four former associates or supervisors were contacted. All pointed to Mr. Farrell's listening skills, creativity, ability to work with and motivate volunteers, and writing skills. All believed his skills fit very well with the position requirements.

### Search Procedure

1. The position was advertised via the following channels:
  - a. The position description was distributed to all community colleges in Illinois.
  - b. The vacancy was listed with graduate placement offices in colleges and universities nationwide.
  - c. An advertisement was placed in one issue of the Chronicle of Higher Education.

Page two  
February 3, 1988

d. An advertisement was placed in the following newspapers:

Rockford Register Star  
Quad City Times  
Sterling Daily Gazette  
Dixon Evening Telegraph

2. 24 applications were received. The applications were screened by the college President and the Director of Planning and Resource Development. Four candidates were interviewed by the President and Director of Planning and Resource Development.

SW

For Board Meeting of  
February 22, 1988

Agenda Item G-2

**PART-TIME INSTRUCTORS**

Attached is a list of new part-time faculty who are teaching for the Spring semester.

**RECOMMENDATION:** Board approval of the part-time instructional faculty listed for the Spring semester.

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815 / 288-5511



**Sauk Valley  
Community  
College**

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173 IL ROUTE 2  
DIXON, IL 61021-9110

**MEMORANDUM**

February 15, 1988

TO: Dr. Behrendt  
FROM: Zollie Hall *ZM*  
RE: Part-time Faculty for Board Approval

Here are three more people to be approved by the Board of Trustees.

Carol Dietz	English - Senior Studies
Lynn Bechtold	English - Senior Studies
Bill Garrish	Geometric Dimensioning and Tolerancing - Training for Business and Industry

js

For Board Meeting of  
February 22, 1988

Agenda Item G-3

FACULTY

TERM APPOINTMENTS -FY89

The following faculty members have completed a year of satisfactory service as "term appointments" and are eligible for reappointment to another year of the same designation.

Jolene Leseman

Linda Giesen

Carol Guschl

Dennis Day

Chris Gehlbach

John Wardell

RECOMMENDATION: It is recommended that the persons indicated above be offered a new term appointment for the 1988-89 year.

For Board Meeting of  
February 22, 1988

Agenda Item G-4

RENEWAL OF CONTINUING APPOINTMENTS  
(TENURE)

The following persons have completed another year of instructional service as continuing (tenured) appointees and are recommended for an appointment renewal:

Glenn Bailey	Kathryn Lillyman
James Barber	Robert Logemann
Edward Beatty	Jerry Mathis
Don Burton	Robert Matter
David Clydesdale	Joan Melvin
Jean Cogdall	Harold Nelson
Doris Cox	Fred Nesbit
Ross Dill	Betty Orlowski
Jerry Frana	Charles Oster
Lauren Frederick	Frank Palumbo
Carl Gates	Charles Paterson
Leona Grossman	Duane Paulsen
Max Guinnup	Ralph Pifer
Ron Happach	Karen Pinter
Tom Harding	Stan Shippert
Ron Hartje	Robert Thomas
Ruth Hedstrom	George Vrhel
Dale Heuck	Mary Weller
Anne Horton	Charles West
Michael Hustad	Robert Wharton
Rosemary Johnson	Peggy White
Stuart Keller	Mary Willett
	David Youker

RECOMMENDATION: It is recommended that the persons indicated above be offered a continuing appointment for the 1988-89 academic year.

For Board Meeting of  
February 22, 1988

Agenda Item G-5

NEW CONTINUING APPOINTMENT

(TENURE)

The following faculty have satisfactorily completed the period of instructional service as "term" appointees and are eligible for continuing appointments (tenure).

Dr. Norman McNeal

Thomas Breed

Joan Kerber

RECOMMENDATION: It is recommended that the persons named above be offered continuing appointments (tenure) for the 1988-89 year.

For Board Meeting  
of February 22, 1988

Agenda Item G-6

### PROMOTIONS

The following faculty are presented as having successfully completed the requirements outlined in the Faculty Agreement for promotion to a higher academic rank. Their record has been carefully reviewed and evaluated for each of these criteria:

1. Mastery of subject matter
2. Teaching capability
3. Interest in students as individuals
4. Understanding of the comprehensive community college
5. Evidence of professional growth
6. Meritorious service
7. Years in present rank

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### PROMOTIONS RECOMMENDED

Name	From	To
Thomas Breed	Instructor	Assistant Professor
Ron Happach	Associate Professor	Professor
Dale Heuck	Associate Professor	Professor
Joan Kerber	Instructor	Assistant Professor
Dr. Norman McNeal	Associate Professor	Professor

RECOMMENDED: It is recommended that the faculty nominated above be promoted as outlined, effective the Fall of 1988.



**Sauk Valley  
Community  
College**

815 / 288-5511

173 IL ROUTE 2  
DIXON, IL 61021-9110

**MEMORANDUM**

December 17, 1987

TO: Dr. Behrendt

FROM: John Sagmoe *JS*

RE: RECOMMENDATION TO PROMOTE THOMAS BREED  
TO THE RANK OF ASSISTANT PROFESSOR

The following information is provided to support the recommendation for promotion of Thomas Breed:

1. Mastery of Subject Matter: Thomas Breed holds a Master of Arts Degree in Community College Education from Western Michigan University, Kalamazoo, Michigan. He earned a Bachelor Degree at the same institution. His graduate program was specifically tailored to prepare for a career in counseling and student personnel administration. He has also taken coursework at Kalamazoo Valley Community College, where his program included a balance of theoretical and applied coursework. More recently, Tom has taken graduate work at the University of Iowa. In addition, he has participated in extensive student advising and placement testing training programs in Illinois.
2. Demonstrated Counseling/Student Personnel: Mr. Breed has received above average annual evaluations from both the Director of Counseling and the Dean of Student Services. Tom's initial assignment at the college was Coordinator of the JTPA/Career and Assessment Center. The program he developed and administered exceeded the goals established for the first year of operation. Based on the success of the program, the grant was renewed for another year. In his second year, Tom was selected for a full-time position of Counselor/Coordinator of Student Activities. In this position, he was responsible for supervising a comprehensive student activities program that cut across all departments of the college and required interaction and decision-making with all staffing levels. As a full-time

counselor, Tom also provides counseling and advising services to the allied health students and coordinates their advising services.

3. Interest in Students as Individuals: Tom has consistently presented a positive and student centered attitude. He currently carries a heavy counseling load and is sought out by both career and transfer students. In addition to regularly assigned counseling duties, Tom also serves as the faculty advisor to the Student Senate. In this role, he performs a very valuable service for the institution and serves as a responsible model for the development of student leadership skills. In addition to facilitating counseling and advising services for health students, Tom has also assumed coordination of a variety of JTPA liaison assignments. He has also served as a referral source for testing services, both for students and businesses.
4. Understanding the Comprehensive Community College: As a product of the community college, Tom has an empathy for the students who attend Sauk. He demonstrates a working knowledge of the community college philosophy in his counseling and related student services assignments.
5. Potential for Continued Professional Growth: Tom continues to grow in his student personnel skills. He is active in his professional organizations, keeps up with the literature in the field, and recently resumed graduate work. The counseling coordinator states, "Tom is a very valuable member of our staff. He has shown the ability to accept increasing responsibility and has an excellent future in student personnel work."
6. Meritorious Service: Tom is completing four years of honorable service to SVCC. The counseling coordinator indicates that Tom has facilitated a number of new ideas designed to improve the delivery of counseling services. He has recently completed a revised transfer handbook which will be a significant contribution to our student advising program. Tom serves as the faculty advisor to the Student Senate, which often calls for extra time demands beyond the regular job. Tom is chairman of the Instructional Standards Committee and Executive Secretary of the SVCC Faculty Association. Although he is no longer the coordinator, Tom continues to be an involved member of the student activities program and often contributes his services on a volunteer basis to various student functions and committees.

7. Number of Years - Present Rank: Tom is completing his fourth year at Sauk Valley Community College. During the first year, he served as Coordinator of the JTPA Testing and Advisement Center. During the next two years, he served as Counselor/Coordinator of Student Activities. He currently holds the position of full-time counselor, with added assignments of allied health counselor and student senate advisor. His current rank is instructor.

jo

**MEMORANDUM**

December 18, 1987

TO: Dr. Richard L. Behrendt

FROM: Zollie W. Hall *[Signature]*

SUBJ: Recommendation in Support of Promotion of  
Ron Happach to the Rank of Professor

**1. Mastery of Subject Matter**

Mr. Happach's academic preparation includes both a bachelor and master degree from Bradley University. He also has completed course work in a number of other colleges. In addition, he attended a number of company-sponsored workshops/seminars relating to his area of instruction. Mr. Happach is a registered professional engineer in both Iowa and Illinois, and was recently awarded the status of certified plant engineer. In addition, he is a member in several professional organizations relating to his area of instruction.

**2. Demonstrated Teaching Capability**

Since Mr. Happach came as a faculty member to SVCC in 1974, he has developed several programs, along with changes in others to keep courses current. Evaluations of Mr. Happach have consistently been good, and in the current program, enrollment holds steady. His classroom activity is outstanding, and with regularity goes beyond the call of duty to serve the needs of his students.

**3. Interest in Students as Individuals**

Mr. Happach has good rapport with his students. He is dedicated, business-like and he continually reaches out to help students. He assists in academic advisement activities and usually participates in the registration process.

**4. Understanding of the Comprehensive Community College**

Mr. Happach has demonstrated a good understanding of the community college mission. He has participated in the college committee structure over the years he has been here. He was the driving force in program developments and in restructuring programs to bring them in line with current trends in business and industry.

5. Potential for Continued Professional Growth

Mr. Happach has completed two college degrees and accumulated more than 60 hours beyond the master degree. He continues to go for specialized training, seminars and workshops offered by industrial firms. Based on his past enthusiasm for professional development activities, I anticipate his continued efforts to update his teaching capabilities in any given field to which he is assigned.

6. Meritorious Service

Ron Happach has served the college well as an instructor, in assisting with recruitment, in curriculum development projects, and in his leadership to articulate with business and industry. Currently, Mr. Happach is exploring the need for additional program opportunities in his area of instruction. Also worthy of recognition is his ability to facilitate donations of equipment for use in his program.

7. Number of Years in Present Rank

Ron Happach received his last promotion in 1979.

ZWH/lm

cc Ron Happach



**MEMORANDUM**

December 18, 1987

TO: Dr. Richard L. Behrendt  
FROM: Zollie W. Hall *RPX*  
SUBJ: Recommendation in Support of Promotion of  
Dale Heuck to the Rank of Professor

1. Mastery of Subject Matter

Mr. Heuck's academic preparation includes both a BS and MS degree from Northern Illinois University. Other course work was completed at- Duquesne University, North Carolina State University, South Dakota School of Mines and Technology, Bradley University, and Sauk Valley Community College. Since coming to SVCC, he has attended seminars and workshops on a continuing basis. His teaching assignment since 1967 has been in chemistry. His expertise is outstanding in this subject area.

2. Demonstrated Teaching Capability

Mr. Heuck joined the SVCC faculty in 1967, and the consistency of excellence in his evaluations is indicative of his performance in the classroom. He regularly goes beyond that which is expected, to meet the needs of students. This year he assumed an added responsibility as director of the college's honors program.

3. Interest in Students as Individuals

Mr. Heuck has good rapport with his students. His approach to instruction is relaxed and friendly, and he spends many hours working with individuals in his area. He assists in the academic advisement program and usually participates in the registration process.

4. Understanding of the Comprehensive Community College

He demonstrates an exceptional understanding of the community college mission. Mr. Heuck has served on the following college committees: Instructional Standards, Curriculum, Student Activities, Long Range Planning, Honors, Academic Review Board.

5. Potential for Continued Professional Growth

Throughout Mr. Heuck's career at SVCC, he has demonstrated his willingness to continue professional growth activities, by attending classes, seminars, workshops, and professional meetings, national institutes, etc. I feel sure that he will continue this effort over the years ahead.

6. Meritorious Service

Mr. Heuck has served the college well as a tenured member of the faculty. He has assisted with recruitment efforts, and curriculum development activities. He is currently the director of the honors program-- he is one of those individuals who is "always there" to help students, other members of the faculty and the administration.

7. Number of Years in Present Rank

Dale Heuck received his last promotion in 1978.

ZWH/lm

cc Dale Heuck



**Sauk Valley  
Community  
College**

815 / 288-5511

173 IL ROUTE 2  
DIXON, IL 61021-9110

**MEMORANDUM**

December 16, 1987

TO: Dr. Behrendt

FROM: John Sagmoe

RE: RECOMMENDATION TO PROMOTE JOAN KERBER  
TO THE RANK OF ASSISTANT PROFESSOR

The following information is provided to support the recommendation for promotion of Joan Kerber:

1. Mastery of Subject Matter: Joan Kerber completed her counselor education certification at Northern Illinois University, where she took a year of post-masters graduate study. She also earned a Master of Arts Degree in Speech/Interpersonal Communications from the University of Illinois. Her Bachelor Degree is in Speech/Drama Education from the University of Illinois. Joan has also advanced her education by attending extensive workshops in career planning/DISCOVER programs and academic advising. Her academic preparation is very compatible with the mission and goals of the community college.
2. Demonstrated Counseling/Student Services Ability: Mrs. Kerber has demonstrated above average abilities in both her counseling and student services assistance. Her previous evaluations have also been excellent. Joan was instrumental in developing the Adult Resource Center and also developed a number of farm forums, highlighting counseling and career planning resources. She has also developed and successfully taught pre-employment skills courses to unemployed and dislocated workers. More recently, she has developed and taught a new job search skills course. She has taken the lead in providing computerized guidance services. She has also developed a variety of materials for staff and students that have been designed to facilitate more realistic career and educational counseling.

3. Interest in Students as Individuals: Joan has demonstrated a good counseling relationship with her clientele. This is reflected by the number of self-referrals made by students, and student referrals made by staff. She has taken the lead in developing a variety of student support systems including peer advising, computerized career counseling, special seminars, and short courses. Joan is a popular counselor.
4. Understanding of the Comprehensive Community College Program: Joan displays a good understanding of the community college philosophy. She is an advocate of access and opportunity, and this was especially evident when she started the Adult Resource Center. In addition, Joan has experienced the community college as a student, which has reinforced her commitment to its mission.
5. Potential for Continued Professional Growth: Joan has a great deal of potential in community college work. Her academic background in speech, interpersonal communications, and counseling makes her a valuable resource. She regularly assumes responsibility, initiates projects, volunteers for extra duties, and most importantly, cares about students. This year, she was selected as SVCC's nominee for the Women's Leadership Conference Program.
6. Meritorious Service: Joan has provided consistent leadership services to the college. She was also instrumental in developing the DISCOVER career planning program which has become an important retention tool. In addition, she has worked closely with the Director of Admissions, adapting the DISCOVER program for recruitment purposes. This has resulted in measurable enrollment increases in high schools, where it was utilized, and has earned, some state and national recognition. Joan also was a catalyst in recommending an academic achievement award for Manlius High School.
7. Number of Years - Present Rank: Joan is completing her fourth year at the college. During the first year, she served as Coordinator of the Adult Resource Center under the ICCB/JTPA Grant. For the past three years, she has been a full-time counselor, holding the rank of instructor.



**MEMORANDUM**

TO: Dr. Richard L. Behrendt

FROM: Zollie W. Hall

SUBJ: Recommendation in Support of Promotion of  
Norman A. McNeal to the Rank of Professor  
and Granting of Tenure Status

1. Mastery of Subject Matter

Dr. McNeal's academic preparation includes a BS degree from Illinois Institute of Technology, MS degree from Michigan State University, and a Ph.D in Physics from the University of Minnesota. Additionally, he has completed a number of short courses, seminars and workshops since coming to SVCC. Dr. McNeal is a certified computer programmer, a certified data processor, and holds memberships in a number of professional organizations. He has twenty years of experience in the field of data processing, seven of which were spent as a successful postsecondary teacher. Dr. McNeal has an excellent overall knowledge of his subject area.

2. Demonstrated Teaching Capability

Since joining the SVCC faculty in 1985, he has completely revamped the data processing program. Evaluations of Dr. McNeal have been consistently excellent, and the enrollment in his program holds steady. His performance in the classroom is outstanding, where he regularly goes beyond the call of duty to meet the needs of his students.

3. Interest in Students as Individuals

Dr. McNeal has good rapport with his students. His approach to instruction is relaxed and friendly, and spends a great deal of time working with individual students in his program. He assists in the academic advisement program and usually participates in the registration process.

4. Understanding of the Comprehensive Community College

Dr. McNeal has demonstrated a good understanding of the community college mission. He has served on the following committees- Instructional Standards 1985-86, Chairman of Curriculum Committee 1986-87. In addition to these activities, he has been the driving force in revamping our data processing program, in order to complement current trends in business and industry.

5. Potential for Continued Professional Growth

Dr. McNeal has completed three college degrees, and attends workshops and seminars, etc., relating to the data processing area on an ongoing basis, so as to keep current. I have every reason to believe that he will continue to do this.

6. Meritorious Service

Dr. McNeal has served the college well as an instructor, a committee member, and as a student advisor. He has assisted with recruitment efforts and curriculum development projects. Among his many accomplishments are his outstanding record in working with businesses and industries in the SVCC district and his recent completion of updating the entire data processing program.

7. Number of Years in Present Rank

Dr. McNeal came to SVCC in 1985 as an Associate Professor. This is the first recommendation to promote him in rank.

ZWH/lm

cc Dr. Norman A. McNeal  
Personnel file

For Board Meeting of  
February 22, 1988

Agenda Item H-1

DATA PROCESSING USE POLICY-- SECOND READING

As we discussed at our last meeting, our current Data Processing policy requires Board approval for us to provide any Data Processing services to some outside agency. Since we occasionally are asked to provide modest one-time services such as test scoring, label generation, page scanning, etc., it seems both cumbersome and unnecessary to require Board approval for such minor requests which we would normally like to accommodate.

Since this policy was approved for first reading at the last meeting, we are now presenting it for final approval.

RECOMMENDATION: Final Board approval of the attached revised Data Processing Policy.

# *Present Policy*

## 504.01 Data Processing

The data processing center shall be dedicated to the primary use of the Sauk Valley Community College. The only exception would be for providing services to other educational institutions within the college district. Any service fees and/or agreements for such services shall be approved by the Board of Trustees.

# *Proposed Policy*

Page 504

## Policy 504.01 Data Processing

All college data processing capabilities shall be dedicated to the primary use of Sauk Valley Community College. However, the President may, at his discretion, offer these services to other educational institutions and/or businesses. Such services will normally be provided on a fee basis and a schedule will be established for such charges. If any proposed service will have annual fees exceeding \$1,000, such services shall require prior approval by the Board of Trustees.

For Board Meeting of  
February 22, 1988

Agenda Item H-2

APRIL MEETING DATE

The administration is requesting that the date of the April Board meeting be changed from April 25 to April 18.

President Behrendt will be off campus attending the AACJC Annual meeting on April 25 through the 27th and Board Secretary Vinson is scheduled to attend an ICCTA meeting in Springfield on April 24 and 25.

RECOMMENDATION: Board approval to change the April meeting date from April 25 to April 18.

For Board Meeting of  
February 22, 1988

Agenda Item H-3

LEGISLATIVE RESOLUTION

The attached resolution requests the Illinois legislature, and particularly the legislators who represent Community College District #506, to approve appropriate legislation to provide the revenues necessary to support the Illinois Board of Higher Education's budget request for community colleges for the 1988-89 year.

RECOMMENDATION: Board approval of the attached resolution to be sent to all Illinois legislators.

# Sauk Valley College

## Resolution

February 22, 1988

WHEREAS,

Sauk Valley Community College must have adequate state funding to continue providing a valuable, quality educational service to the citizens of Community College District #506, and

WHEREAS,

the Illinois Board of Higher Education has recommended a substantial and justifiable increase in community college funding both to meet current needs as well as to recognize last year's state funding cuts,

NOW  
THEREFORE  
BE IT  
RESOLVED,

that the Sauk Valley Community College Board of Trustees urge all Illinois legislators and, specifically, the legislators who represent Community College District #506, to approve appropriate legislation which will provide the revenues necessary to support the Illinois Board of Higher Education's budget request for community colleges for 1988-89.

TREASURER'S REPORT

January 31, 1988

EDUCATION FUND

Balance on Hand December 31, 1987 \$ 280,417.43

Receipts:

Investments	75,000.00
Deferred Pers. Property Replacement	21,931.09
Taxes	8,481.62
Charge-Back Revenue	5,160.10
State Apportionment	346,667.75
Advanced Tech. Grant	4,276.00
Federal Work Study	12,735.05
Fall Tuition	275,000.00
Graduation Fees	131.00
Transcript Fees	139.00
Laboratory Fees	15,731.80
Other Facility Rentals	430.94
Interest on Investments	4,515.44
Other Revenue	3,305.86
Expenditure Credits	<u>4,971.11</u>
	778,476.76

Total Available \$1,058,894.19

Disbursements:

Expenses for January	476,624.96
Investments	<u>354,515.44</u>
	831,140.40

Balance on Hand January 31, 1988 \$ 227,753.79

BUILDING FUND

Balance on Hand December 31, 1987 \$ 187,395.82

Receipts:

Investments	296,610.83
Taxes	1,038.61
Interest on Investments	3,389.17
Other Revenue	1,010.25
Expenditure Credits	<u>30.49</u>
	302,079.35

Total Available \$ 489,475.17

Disbursements:

Expenses for January	38,998.18
Investments	<u>297,033.75</u>
	336,031.93

Balance on Hand January 31, 1988 \$ 153,443.24

WORKING CASH FUND

Balance on Hand December 31, 1987	\$ 165,233.74
<u>Receipts:</u>	
Investments	247,496.53
Interest on Investments	<u>13,114.28</u>
	<u>260,610.81</u>
Total Available	\$ 425,844.55
<u>Disbursements:</u>	
Investments	<u>253,664.33</u>
Balance on Hand January 31, 1988	<u>\$ 172,180.22</u>

AUDIT FUND

Balance on Hand December 31, 1987	\$ 17,359.35
<u>Receipts:</u>	
Taxes	76.03
Interest on Investments	77.81
Expenditure Credits	<u>250.00</u>
	<u>403.84</u>
Total Available	\$ 17,763.19
<u>Disbursements:</u>	
Balance on Hand January 31, 1988	<u>\$ 17,763.19</u>

INSURANCE FUND

Balance on Hand December 31, 1987	\$ 26,190.33
<u>Receipts:</u>	
Taxes	337.94
Interest on Investments	281.61
Expenditure Credits	<u>353.82</u>
	<u>973.37</u>
Total Available	\$ 27,163.70
<u>Disbursements:</u>	
Expenses for January	<u>1,534.93</u>
Balance on Hand January 31, 1988	<u>\$ 25,628.77</u>

SITE AND CONSTRUCTION FUND

Balance on Hand December 31, 1987 \$ 32,801.50

Receipts: Interest on Investments 1,660.54

Total Available \$ 34,462.04

Disbursements: Expenses for January 6,784.00

Balance on Hand January 31, 1988 \$ 27,678.04

\* \* \* \* \*

FUNDS INVESTED

United States Treasury	Building	5.90	3-24-88	\$ 297,033.75
United States Treasury	Building	6.24	4-21-88	145,814.00
Central National Bank	S & C/W.C.	Variable		1,302,994.25
Dixon National Bank	S & C	7.00	5-27-88	172,561.22
Farmers National Bank	S & C	6.00	2-15-88	105,000.00
First National Bank	S & C	5.85	4-5-88	75,000.00
First National Bank	S & C	5.90	2-29-88	138,519.32
Dixon National Bank	Working Cash	6.70	7-4-88	171,769.32
Dixon National Bank	Working Cash	7.15	12-29-88	282,446.17
Whiteside Co. Bank	Working Cash	Variable		100,000.00
Rock Falls National Bank	Working Cash	Variable		678,741.48
United States Treasury	Working Cash	5.84	3-3-88	245,330.90
Rock Falls National Bank	Education	Variable		608,380.36

TOTAL INVESTED \$4,323,590.77

SAUK VALLEY COMMUNITY COLLEGE

STUDENT LOAN FUND

Period Ending 1/31/88

B A L A N C E   S H E E T

ASSETS:

Cash in Bank .....	\$ 5,536.84
Notes Receivable .....	6,707.00
	<u>\$12,243.84</u>

LIABILITIES & NET WORTH:

Fund Equity .....	\$11,914.79
Net Profit .....	<u>329.05</u>
	<u>\$12,243.84</u>

P R O F I T   A N D   L O S S

INCOME:

Interest Income .....	\$252.85
Bad Debts Repaid .....	<u>355.20</u>
	\$608.05

EXPENSES:

Bad Debts .....	279.00
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<u>NET PROFIT</u> .....	<u>\$329.05</u>
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SAUK VALLEY COMMUNITY COLLEGE

E.O.G. Workstudy Funds

Period Ending January 31, 1988

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

Cash on Hand.....	73,432.96	
Workstudy Awards Receivable from Fed. Gov. 1986-87.....	2,000.00	
Workstudy Awards Capital 1986-87.....		170,658.00
Workstudy Awards Paid 1986-87.....	170,658.00	
E.O.G. Awards Receivable from Fed. Gov. 1986-87.....	-0-	
Initial E.O.G. Awards Capital 1986-87.....		33,292.00
Initial E.O.G. Awards Paid 1986-87.....	32,051.47	
Renewal E.O.G. Awards Capital 1986-87.....		27,049.00
Renewal E.O.G. Awards Paid 1986-87.....	26,171.65	
Pell Grant Awards Capital 1986-87 .....		618,328.00
Pell Grant Awards Paid 1986-87.....	618,328.00	
Workstudy Awards Receivable from Fed. Gov. 1987-88.....	51,616.25	
Workstudy Awards Capital 1987-88.....		170,658.00
Workstudy Awards Paid 1987-88 .....	93,625.57	
E.O.G. Awards Receivable from Fed. Gov. 1987-88.....	33,166.00	
E.O.G. Awards Capital 1987-88 .....		63,166.00
E.O.G. Awards Paid 1987-88.....	29,492.16	
Pell Grant Awards Receivable from Fed. Gov. 1987-88.....	19,903.00	
Pell Grant Awards Capital 1987-88.....		379,970.00
Pell Grant Awards Paid 1987-88.....	295,192.78	
Inactive Federal Grants.....	17,483.16	
	<hr/>	<hr/>
	\$1,463,621.00	\$1,463,621.00
	<hr/>	<hr/>

SAUK VALLEY COMMUNITY COLLEGE BOOKSTORE

Period Ending 1-31-88

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

ASSETS:

Cash in Bank .....	\$ 48,788.55
Petty Cash .....	500.00
Investments .....	137,998.80
Accounts Receivable - Educational Fund .....	301.09
Inventory 6-30-87 .....	106,406.96
	<u>\$293,995.40</u>

LIABILITIES & NET WORTH:

Accounts Payable - Student Activity Fund .....	\$ 5,734.00
Fund Equity .....	308,173.83
Fund Transfer .....	-0-
Net Loss .....	<u>(19,912.43)</u> .....
	<u>288,261.40</u>
	<u>\$293,995.40</u>

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

INCOME:

Textbook Sales .....	\$227,959.70
Supply Sales .....	24,906.46
Miscellaneous Sales .....	18,046.15
Paperback Sales .....	3,484.39
Used Book Sales .....	26,605.53
Sales Tax Collected .....	17,474.96
Other Income .....	257.23
Investment Income .....	<u>2,997.27</u>
	\$321,731.69

EXPENSES:

Textbooks Purchased .....	\$236,997.83
Supplies Purchased .....	23,301.51
Miscellaneous Purchased .....	10,038.61
Paperbacks Purchased .....	3,312.23
Used Books Purchased .....	19,875.56
Sales Tax Paid .....	12,447.85
Salaries & Wages .....	24,629.32
Transportation Charges .....	5,836.95
Supply Expenses .....	3,548.82
Equipment .....	183.20
Travel .....	211.93
Telephone .....	258.11
Dues & Subscriptions .....	-0-
Other Expense .....	933.90
Over & Under .....	68.30
Bad Debts .....	<u>-0-</u>
	<u>341,644.12</u>

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

\$19,912.43

SAUK VALLEY COMMUNITY COLLEGE

RESTRICTED PURPOSES FUND

January 31, 1988

Balance on Hand - January 1, 1988	\$288,530.75
Void Check #13516 Issued 12/87	187.62
Void Check #13534 Issued 12/87	133.08
Cash Under - January 15, 1988 Deposit	(.25)
Cash Over - January 6, 1988 Deposit	8.00
Cash Over - January 7, 1988 Deposit	2.00
January Receipts	<u>456,833.29</u>
	TOTAL FUNDS AVAILABLE DURING JANUARY, 1988
Cash Disbursements - January, 1988	<u>\$745,694.49</u>
Balance on Hand - January 31, 1988	<u>406,595.64</u>
	<u>\$339,098.85</u>

STATEMENT OF INCOME & EXPENSE

STUDENT ACTIVITY FUND

ACTIVITIES

Comprehensive Fee Income	\$ 23,894.27
Athletic Income	1,729.00
Drama Income	894.00
Student Activity Income	661.25
Cash Over & Under	1.54
Other Income - Student Activity Only	1.60

TOTAL INCOME

\$ 27,181.66

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$22,190.	\$14,847.43
Cheerleader & Pom Pon Squad	2,000.	1,486.15
Speech Act. & Reader's Theatre	3,000.	1,857.10
Drama Expense	3,000.	3,458.68
Music Expense	3,000.	1,798.10
Student Activity Expense	9,000.	6,595.88
Student Senate Expense	2,300.	526.63
Womens Intercollegiate Expense	16,870.	13,691.34
SVCC Clubs	-0-	-0-
Contingencies/Non-Budgeted	-0-	-0-
	<u>\$61,360.</u>	TOTAL EXPENSE
		<u>\$ 44,261.31</u>

Excess of Expenditures Over Revenue, as of  
January 31, 1988

\$(17,079.65)

STATEMENT OF ASSETS AND LIABILITIES

ASSETS	REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank	\$339,098.85	
	Due Educational Fund	\$ 3,893.45
	Due Building Fund	1,259.25
Petty Cash	1,050.00	
	Due Student Loan Fund	864.02
	Student Tuition	637,588.22
Accts Rec.	335,374.05	
	Lab Fees	14,574.00
	Out of District Fees	1,302.48
Investments	100,000.00	
	Tuition Refunds	(13,885.60)
	Lab Fees Refunds	(484.20)
		<u>\$645,111.62</u>

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	\$ (4,446.84)
Parking	1,883.64
Recreation Room Fund	9,244.95
Student Locker Fund	660.31
Building Fairness Gt.	950.00
Community Services	9,036.73
Dislocated Steelworkers Gt.	1,403.35
Photography Supplies	24.86
Procurement Grant	(127.63)
Collegiate Choir	396.04
Illinois Arts Council	189.56
Spec Serv for Disadv St.	(24,163.15)
JTPA/CAED Gt. FY 87	774.00
JTPA/CAED Gt. FY 88	(650.00)
Indochinese Gt. FY 88	(3,290.80)
HITS Gt. - Drives, Inc.	284.00
HITS Gt. - NW Steel	29,025.00
Disadv. Gt. FY 88	9,617.50
Disadv. Handicapp. Gt. FY 88	(13,311.75)
Quality Assistance Gt.	3,349.98
Humanities Gt.	90.85
Econ. Dev. Gt. II FY 88	10,647.15
Econ. Dev. Gt. Inc. FY 88	26,396.00
Econ. Dev. Gt. Exp. FY 88	(27,549.48)
Student Clubs	3,230.15
Adult Learning Bk Chges	2,997.59
Community Theatre	48.40
College Van	(161.12)
VIP/CPP	1,058.71
St Serv/Spec Proj.	119,286.76
SVCC Athletic Boosters	1,577.69
DCC/Income/FY 88	164,212.00
DCC/Expense/FY 88	(180,756.84)
Pre Empl. Skills FY 88	(2,100.13)
PELL Grants	38.15
Voc. Ed. Adult Training	9,271.75
Ill. Interp. Workshop	248.25
SVCC Foundation	-0-
Sauk Area Arts Council	(120.93)

Sm. Bus. Dev. Gt. Inc/FY 88	265.00
Sm. Bus. Dev. Gt. Exp/FY 88	(8,093.47)
VITAL - Sec. of State	1,000.75
Prairie State 2000 Gt.	1,437.31
Anna Johnson Estate	1,036.81
Articulation Gt.	-0-
Nursing Uniforms	859.70
LPN Supplies	460.11
Northern Ill. University	268.87
Miscellaneous Account	-0-
TITLE III - Curr. Dev.	(135.41)
TITLE III - Fund Raising	(1,514.42)
TITLE III - Proj. Admin.	<u>(4,684.78)</u>
	\$140,165.17

FUND EQUITY

July 1, 1987	\$7,325.76
Excess of Expenditures Over Revenue, as of January 31, 1988	<u>(17,079.65)</u>
	\$ (9,753.89)
<u>TOTAL ASSETS \$775,522.90</u>	<u>TOTAL LIABILITIES &amp; NET WORTH \$775,522.90</u>

BILLS PAYABLE

February 22, 1988

EDUCATION FUND

192-000-554	VOID CHECK #10477 written January		\$ -244.08
196-000-550	PRIME LEARNING INTERNATIONAL	Seminar	10540 79.00
191-000-550	JOSEPH MCDONALD	Travel	10541 47.14
120-000-541.03	DIXON TELEGRAPH	Subscr.	10542 67.50
191-000-550	RICHARD GROHARING	Travel	10542 220.92
110-812-550	MICHAEL SEGUIN	Travel	10543 142.20
176-000-575	CENTRAL TELEPHONE CO.	Service	10545 2,153.42
176-000-575	CENTRAL TELEPHONE CO.	Service	10546 1,577.25
	SVC PAYROLL FUND	1-31-88 Payroll	10547 144,023.68
192-000-539	JOAN KERBER	Travel advance	10548 275.00
192-000-544.02	UNITED PARCEL SERVICE	Service	10549 97.36
192-000-554	WILLIAM WEATHERS	Moving expenses	10550 1,403.45
192-000-544.02	POSTMASTER	Bus. Reply Permit	10551 200.00
110-512-534	LASALLE ELECTRONICS	Repairs	10552 111.95
192-000-554	SVC RESTRICTED PURP FUND	Reimb. payment	10553 244.08
176-000-575	JOAN HIPPLE	Phone installation	10554 84.12
	SVC PAYROLL FUND	2-15-88 Payroll	10555 146,920.95
			\$297,403.94

VOID CHECK

0.810.547.00	AAA PHOTOGRAPHIC	PUB INFO	10,556 .00
2.000.539.00	AACJC	TELECONFERENCE	10,557 106.68
2.000.546.00	A S B O INTERNATIONAL	DUES	10,558 500.00
5.000.541.01	ACCESS MEDIA SUPPLY	SUPPLIES	10,559 90.00
0.000.544.01	ACTIVISION ELECTRIC	SUPPLIES	10,560 108.00
0.810.547.00	AERIAL SURVEYS	PUB INFO	10,561 151.95
0.813.550.00	JENNIFER ALLEN	TRAVEL	10,562 24.00
1.000.550.00	AMERICAN EXPRESS	PRES TRAVEL	10,563 307.40
1.000.550.00	AMOCO OIL CO	PRES TRAVEL	10,564 222.94
0.100.541.02	ARATEX SERVICES INC	SUPPLIES	10,565 18.87
0.810.547.00	ASHTON GAZETTE	PUB INFO	10,566 15.91
0.000.545.00	BAKER & TAYLOR	BOOKS	10,567 85.00
0.000.545.00	BAKER & TAYLOR	BOOKS	10,568 1,130.27
0.310.538.00	THE BEAUTY ACADEMY	COSMETOLOGY	10,569 2,582.20
1.000.550.00	RICHARD L BEHRENDT	TRAVEL 24.00	10,570 3,108.00
1.000.559.00	X X	300.00	10,571 324.00
1.000.556.00	BEHRENS FLOWER SHED	FLOWERS	10,572 29.50
0.810.547.00	BEN FRANKLIN PRINTING CO	PUB INFO	10,573 27.00
0.300.541.02	BENNETT WELDING SUPPLY	SUPPLIES 16.00	10,574 20.00
0.711.541.02	X X	4.00	10,575 690.70
0.000.545.00	BERGWALL	BOOKS	10,576 17.16
0.818.550.00	BESTWESTERN BRANDYWINE LODGE	MEETING	10,577 11.74
2.000.550.00	BRANDYWINE RESTAURANT	MEETING	10,578 125.82
0.300.541.02	CASTING SPECIALTIES CORP.	SUPPLIES	10,579 1,400.00
2.000.554.00	CHRONICLE OF HIGHER EDUC	RECRUITMENT	10,580 910.00
0.711.534.00	CIBA CORNING DIAGNOSTICS	SERVICES	

SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY

Edward Anderson

PRESIDENT

Eve Peterson

SECRETARY

DATE \_\_\_\_\_

38.000.541.01	COLLEGE STUDENT AND THE COURTS	SUBSCR	10,581	42.50
0.711.541.02	COMMUNITY GENERAL HOSPITAL	SUPPLIES	10,582	50.00
0.512.541.02	CONCORDIA PUBL HOUSE	SUPPLIES	10,583	6.44
31.000.541.01	CONSULTING PSYCHOLOGISTS PRESS	SUPPLIES	10,584	13.17
0.600.541.02	CONTINENTAL WATER SYSTEMS	SUPPLIES 13.50		
0.711.541.02	X X	76.50	10,585	90.00
0.813.541.02	CREATIVE MEDIA SERVICES	SUPPLIES	10,586	130.00
0.818.541.01	CROWN PRINTING	SUPPLIES	10,587	150.00
0.810.547.00	RICHARD CULLOM	PUB INFO	10,588	585.00
20.000.541.03	CUMULATIVE INDEX TO NURSING----	SUBSCR	10,589	175.00
2.000.585.00	DIESEL INJECTION SERVICE	EQUIPMENT	10,590	6,406.04
0.300.541.02	DIXON GARAGE SUPPLY	SUPPLIES	10,591	92.75
20.000.534.00	DIXON PUBLIC LIBRARY	TELECOMM	10,592	209.01
0.810.547.00	DIXON TELEGRAPH	PATHFINDER 3947.50		
2.000.544.02	X X	POSTAGE 2474.29	10,593	6,421.79
1.000.549.00	ECONOMY TROPHY CO	SUPPLIES	10,594	3.35
0.300.541.02	ELECTRONIC INDUSTRIES ASSN	SUPPLIES	10,595	30.00
2.000.541.01	ENTEC INC	SUPPLIES	10,596	515.36
1.000.535.00	DR THOMAS FLYNN	SERVICE	10,597	250.00
0.812.541.01	FOX VALLEY VOC TECH & ADULT	EDUC DIST SUPPLIES	10,598	19.95
0.300.550.00	JERRY FRANA	TRAVEL	10,599	7.00
0.810.550.00	RALPH GELANDER	TRAVEL	10,600	82.74
0.712.550.00	CAROL HAIN	TRAVEL	10,601	89.64
0.812.541.01	HASKELLS	SUPPLIES 2.08		
2.000.541.01	X X	539.86		
2.000.585.00	X X	EQUIP 1260.00	10,602	1,801.94
0.816.541.02	HONORS COUNCIL OF ILL REG	DUES	10,603	35.00
8.000.549.00	HOUSE OF DRAPERIES	CURTAINS	10,604	2,270.88
5.000.534.01	I B M CORPORATION	SERVICE	10,605	2,009.00
1.000.550.00	I C C T A	SEMINAR 35.00		
1.000.550.00	X X	15.00	10,606	50.00
0.810.547.00	IMAGE DESIGNS	PUB INFO	10,607	1,555.50
8.000.549.00	JOSTENS	DIPLOMAS	10,608	887.53
0.810.547.00	KROS BROADCASTING INC	PUB INFO	10,609	172.25
0.713.541.02	KSB HOSPITAL	SUPPLIES	10,610	4.00
0.600.541.02	KALMIA CO INC	SUPPLIES	10,611	106.23
0.500.541.02	KENT STATE UNIV	SUPPLIES	10,612	24.38
0.812.550.00	KLOCKES	LUNCHES	10,613	20.33
0.818.541.01	THE KROGER CO	SUPPLIES	10,614	13.44
2.000.529.00	KAREN KYLEN	TUITION REIMB	10,615	800.00
5.000.534.01	LIFETIME	REPAIRS	10,616	69.00
2.000.550.00	CAROL LINTON	TRAVEL	10,617	18.34
1.000.556.00	LUNDSTROM FLORIST	FLOWERS	10,618	52.00
0.000.545.00	MCGREAGOR SUBSCR SERV	BOOKS	10,619	51.00
	VOID CHECK		10,620	.00
0.000.545.00	MANUFACTURERS NEWS	BOOKS	10,621	264.15
0.712.550.00	JOAN MELVIN	TRAVEL	10,622	68.25
0.818.550.00	LENA MERLO	TRAVEL	10,623	33.00
0.000.534.00	MUELLER A V	SERVICE 352.72		
2.000.585.00	X X	EQUIPMENT 1424.00	10,624	1,776.72
2.000.585.00	MULTIGRAPHICS	EQUIPMENT	10,625	31,190.00

2,000.546.00	N A E I R	SHIPPING CHARGES	10.626	35.00
1,0,600.541.02	NASCO	SUPPLIES	10.627	28.36
2,000.541.01	NCR CORPORATION	SUPPLIES	10.628	179.99
3,8,000.541.01	NCSS FALL	SUPPLIES	10.629	16.00
20,000.534.00	NORTHERN ILL LIBRARY SYS	MAINT	10.630	104.74
1,0,715.541.02	FRANK PALUMBO	SUPPLIES	10.631	11.16
2,000.585.00	PETERSON OFFICE SUPPLY	EQUIPMENT	10.632	895.00
2,000.585.00	PRATT AUDIO VISUAL	EQUIPMENT	10.633	3,012.00
5,000.541.01	PRYOR CATALOG SALES	SUPPLIES	10.634	123.92
1,0,300.541.02	P & W SUPPLY CO	SUPPLIES	10.635	24.62
1,0,300.541.02	RADIO SHACK	SUPPLIES	10.636	156.34
20,000.545.00	RAND McNALLY & CO	BOOKS	10.637	270.65
1,0,810.547.00	ROCHELLE NEWS LEADER	SUBSCR	10.638	25.00
1,0,810.547.00	ROCHELLE NEWSPAPERS	PUB INFO	10.639	189.60
1,0,810.547.00	ROCK RIVER PRINTERS	PUB INFO	10.640	33.00
1,0,810.547.00	ROCK VALLEY REVIEW	PUB INFO	10.641	354.40
1,0,100.541.02	SVC BOOKSTORE	SUPPLIES	9.51	
1,0,300.541.02	X X		62.48	
1,0,316.541.02	X X		56.31	
1,0,400.541.02	X X		26.89	
1,0,418.541.02	X X		16.20	
1,0,511.541.02	X X		26.24	
0,600.541.02	X X		35.52	
0,711.541.02	X X		9.23	
1,0,715.541.02	X X		10.43	
1,0,800.541.02	X X		2.23	
1,0,812.541.01	X X		8.50	
1,0,813.541.02	X X		418.12	
1,0,814.541.01	X X		2.37	
1,0,818.541.01	X X		27.45	
20,000.541.03	X X		18.34	
20,000.544.01	X X		3,15	
31,000.541.01	X X		15.49	
38,000.541.01	X X		75.24	
31,000.556.00	X X		383.52	
2,000.541.01	X X		40.62	
6,000.541.01	X X		3.21	
1,0,300.541.02	SVC BUILDING FUND	GAS	10.642	1,251.05
1,0,100.534.00	SBM EQUIPMENT CENTER	SERVICE	10.643	5.15
1,0,100.541.02	X X	SUPPLIES	15.00	
1,0,711.541.02	X X		32.00	
20,000.544.01	X X		13.56	
2,000.541.01	X X		42.00	
10-818-550	JUDY SCRIBNER	TRAVEL	10.644	221.06
1,000.559.00	STERLING ROTARY CLUB	MEETINGS	10.645	12.00
0,811.550.00	MICHAEL SEGUIN	TRAVEL	10.646	24.00
0,812.550.00	SERVICE AMERICA CORP	MEETINGS	10.647	81.93
1,000.550.00	X X		30.00	
1,000.550.00	SHELL OIL CO	PRÉS TRAVEL	10.648	36.10
1,0,714.550.00	STANLEY SHIPPERT	TRAVEL	10.649	43.11
			10,650	72.24

5.000.534.01	SORBUS	MAINT	10,651	2,496.86
6.600.541.02	SOUTHERN BIOL SUPPLY	SUPPLIES	10,652	57.29
0.812.550.00	STERLING CHAMBER OF COMMERCE	MEETING	10,653	8.00
0.310.538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	10,654	1,776.00
0.818.541.01	SUN FLEX CO INC	SUPPLIES 69.00		
8.000.541.01	X X	69.00		
6.000.541.01	X X	79.00	10,655	217.00
0.818.550.00	SHIRLEY SWORD	TRAVEL	10,656	12.00
0.000.550.00	ROBERT THOMAS	TRAVEL	10,657	89.76
2.000.541.01	THOMPSON PUBL GROUP	SUPPLIES	10,658	153.00
0.300.541.02	UNIQUE COMPUTER	SUPPLIES 274.00		
0.810.547.00	X X	PUB INFO 17.50		
5.000.534.02	X X	560.00	10,659	851.50
0.712.541.02	UNITED STATES HOSPITAL SUPPLY	SUPPLIES	10,660	72.00
0.316.541.02	UNIV OF ILLINOIS	SUPPLIES 271.25		
0.400.541.02	X X	221.96		
0.500.541.02	X X	55.25		
0.000.545.00	X X	160.00	10,661	708.46
0.500.541.02	UNIV OF MINNESOTA	SUPPLIES	10,662	22.25
8.000.541.01	VISIBLE COMPUTER SUPPLY	SUPPLIES	10,663	66.75
0.300.541.02	VISITECT INC	SUPPLIES	10,664	19.95
0.810.547.00	W C C I	PUB INFO	10,665	274.00
0.810.547.00	W J V M	PUB INFO	10,666	412.50
0.810.547.00	W R H L	PUB INFO	10,667	125.00
0.810.547.00	W S D R	PUB INFO	10,668	650.00
0.810.547.00	W Z O E	PUB INFO	10,669	37.50
6.000.550.00	SHIRLEY WALKER	TRAVEL	10,670	12.00
5.000.541.01	WALLACE COMPUTER SERVICE	SUPPLIES	10,671	51.54
0.300.550.00	JOHN WARDELL	TRAVEL	10,672	17.00
0.600.541.02	WARDS NATURAL SCIENCE ESTAB	SUPPLIES	10,673	18.99
0.000.545.00	WEST PUBL CO	BOOKS	10,674	74.25
0.715.534.00	WESTWOOD SPORTS CENTER	RENTAL	10,675	315.00
0.300.541.02	WOLOHANS	SUPPLIES	10,676	24.17
2.000.550.00	ROBERT EDISON	TRAVEL	10,677	212.61
2.000.521.00	PRUDENTIAL	MARCH PREMIUM	10,678	27,493.94
0.300.541.02	SVC IMPREST FUND	MISC EXPENSES	10,679	368.99
0.600.541.02	SVC PETTY CASH	SUPPLIES 8.84		
0.811.550.00	X X	9.85		
6.000.575.00	X X	7.64		
		3.69	10.680	30.02

114,524.57

Cks. #10540 - 10555 and void check #10477

297,403.94

TOTAL EDUCATION FUND FOR FEBRUARY

\$411,928.51

WORKING CASH FUND

MILLEDGEVILLE STATE BANK	Investment	18	\$100,000.00
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TOTAL WORKING CASH FUND FOR FEBRUARY	\$100,000.00
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SITE AND CONSTRUCTION FUND

1390-000-584.01	HUGHES BUSINESS TELEPHONES	Phone system	791	\$ 19,855.00
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TOTAL SITE AND CONSTRUCTION FOR FEBRUARY	\$ 19,855.00
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INSURANCE FUND

1292-000-528	VOID CHECK #153A	written October	-6693.00	
1292-000-523	x	x	-31,309.00	\$-38,002.00
1292-000-526	ILLINOIS DIRECTOR OF EMPLOYMENT SECURITY	Unemployment	158	1,537.73
1292-000-528	WILKINS LOWE & CO.	Auto -	3,974.00	
1292-000-523	x	Workers Comp	33,843.00	37,817.00
1292-000-528	WILKINS LOWE & CO.	Balance due	160	2,405.00
1292-000-527	DIXON NATIONAL BANK	Feb. 15 Medicaire	161	527.45
1292-000-527	DIXON NATIONAL BANK	Jan. 31 Medicaire	153B	486.40
		TOTAL INSURANCE FUND FOR FEBRUARY		\$ 4,771.58

BUILDING FUND

270-000-541.04	FARM AND FLEET	Supplies	1474	\$ 637.37
0,000,534.00	BUN AUSTIN CHEVROLET	SERVICE	1,475	49.50
6,000,573.00	COMMONWEALTH EDISON	SERVICE	1,476	22.88
6,000,573.00	COMMONWEALTH EDISON	SERVICE	1,477	13,502.05
0,000,541.04	CRESQENT ELECTRIC	SUPPLIES	1,478	8.10
1-000-550	DARREL DAVIS	TRAVEL	1,479	12.00
0,000,534.00	DIV OF MANAGEMENT SERVICES	INSPECTION-BOILER	1,480	10.00
0,000,541.04	DIXON GARAGE SUPPLY	SUPPLIES	1,481	35.99
0,000,534.00	ECOLAB PEST ELIMINATION	SERVICE	1,482	80.00
0,000,541.04	W W GRAINGER INC	SUPPLIES	1,483	202.01
0,000,541.04	GRUMMERTS TRUE VALUE	SUPPLIES	1,484	63.59
0,000,550.00	GLADYS GUNTLE	TRAVEL	1,485	7.56

0,000,541.04	HONEYWELL INC	SUPPLIES	1,486	4 223.7
0,000,541.04	HOYLE ROAD EQUIPMENT	SUPPLIES	1,487	32.36
0,000,541.04	INLANDER STEINDLER PAPER CO	SUPPLIES	1,488	344.08
0,000,541.04	LARSON EQUIPMENT CO	SUPPLIES	1,489	124.77
0,000,541.04	LEE F S INC	SUPPLIES	1,490	1,023.35
0,000,534.00	DAVID MAYES	SEWAGE TESTING	1,491	190.00
0,000,534.00	MONTGOMERY ELEVATOR CO	MAINT	1,492	469.96
0,000,541.04	MORGAN SERVICES	SUPPLIES	1,493	104.78
0,000,534.00	NEW HOLLAND INC	SERVICE 423.45		
0,000,541.04	X X	SUPPLIES 149.19	1,494	572.64
1,000,571.00	NORTHERN ILL GAS CO	SERVICE	1,495	11,394.35
1,000,571.00	NORTHERN ILL GAS CO	SERVICE	1,496	113.75
0,000,534.00	O'RORKE TRUCK & WRECKER SERV	REPAIRS	1,497	510.00
0,000,534.00	RICKS TIRE & APPLIANCE	REPAIRS	1,498	174.20
0,000,541.04	SVC BOOKSTORE	SUPPLIES	1,499	1.75
0,000,541.04	SVC EDUCATION FUND	SUPPLIES	1,500	127.81
0,000,541.04	SBM EQUIPMENT CENTER	SUPPLIES	1,501	15.50
0,000,541.04	WESTINGHOUSE ELECTRIC	SUPPLIES	1,502	3.60
0,000,541.04	WILCO RENTAL	SUPPLIES	1,503	13.70
0,000,541.04	WOLOHANS	SUPPLIES	1,504	50.00
0,000,541.04	WOODS	SUPPLIES	1,505	71.97
0,000,534.00	YOUNGREN'S REFRIGERATION	SERVICE	1,506	120.90
0,000,541.04	SVC PETTY CASH	SUPPLIES	1,507	3.00

TOTAL BUILDING FUND FOR FEBRUARY

\$30,520.89

IMPREST FUND

110-100-550	ILLINOIS VOCATIONAL ASSN.	Convention Reg.	8155	\$ 40.00
192-000-544.02	UNITED PARCEL SERVICE	Service	8156	23.18
110-100-541.02	TELEMART	Supplies	8157	4.00
110-511-534	PHYLLIS BLEVINS	Modelling	8158	45.00
110-300-541.02	BUTTONWARE INC.	Supplies	8159	15.00
110-300-550	STERLING ROCK FALLS AMATEUR RADIO SOC.	Booth,tickets	8160	11.00
192-000-544.02	UNITED PARCEL SERVICE	Service	8161	9.09
120-000-545	DUANE PAULSEN	Videocourse	8162	95.00
110-410-534	SARA STACHOWIAK	EMT Honorarium	8163	10.00
110-410-534	AMY STACHOWIAK	" "	8164	10.00
110-410-534	WILLIAM T. ORTIZ	" "	8165	10.00
110-410-534	BRIAN BROWN	" "	8166	10.00
110-410-534	SHELLY STANFIELD	" "	8167	10.00
110-815-541.02	QUARK INC.	Supplies	8168	49.00
110-813-541.02	GIANT PHOTOS	Supplies	8169	12.72
182-000-541.01	DIXON NATIONAL BANK	Supplies	8170	15.00

TOTAL DISBURSEMENTS - Educ. Fund

\$ 368.99

Balance in fund - 2655.01

Disbursements - 368.99

Total in fund - 3024.00

SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY

Edward O. Anderson

PRESIDENT

Edu. Peters

SECRETARY

DATE

EDUCATION FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIVISION OF BUSINESS SALARIES	117,838.27	117,838.27	96,413.13	21,425.14	228,829.00	110,990.73	110,990.73
DIV OF BUS CONTR SERV	7,608.39	7,608.39	7,462.82	145.57	10,500.00	2,891.61	2,891.61
DIV OF BUS SUPPLIES	6,083.44	6,083.44	5,386.02	697.42	11,475.00	5,391.56	5,391.56
DIV OF BUS CONF & MEETINGS	770.75	770.75	730.75	40.00	1,400.00	629.25	629.25
FOOD SERV CONTR SERV		.00		.00	1,000.00	1,000.00	1,000.00
FOOD SERV SUPPLIES	93.59	93.59	93.59	.00	500.00	466.41	466.41
FOOD SERV CONF & MEETINGS		.00		.00	100.00	100.00	100.00
DIV OF AGRIC SUPPLIES	213.21	213.21	183.91	29.30	400.00	186.79	186.79
DIV OF INDUS ED SALARIES	101,314.62	101,314.62	82,893.78	18,420.84	200,003.00	98,688.38	98,688.38
DIV OF INDUS ED CONTR SERV	1,138.00	1,138.00	1,165.07	27.07	CR 6,400.00	5,262.00	5,262.00
DIV OF INDUS ED SUPPLIES	7,908.94	7,908.94	6,708.28	1,200.66	18,495.00	10,586.06	10,586.06
DIV OF INDUS ED CONF & MEETINGS	658.47	658.47	623.47	35.00	1,400.00	741.53	741.53
COSMETOLOGY	39,516.00	39,516.00	34,632.00	4,884.00	65,000.00	25,484.00	25,484.00
COSMETOLOGY SUPPLIES		.00		.00	550.00	550.00	550.00
COSMETOLOGY CONF & MEETINGS		.00		.00	175.00	175.00	175.00
HUMAN SERV CONTR SERV		.00		.00	100.00	100.00	100.00
HUMAN SERV SUPPLIES	773.58	773.58	386.60	386.98	1,200.00	426.42	426.42
HUMAN SERV CONF & MEETINGS	231.91	231.91	231.91	.00	625.00	393.09	393.09
DIV OF SOC SCI SALARIES	65,200.30	65,200.30	53,345.70	11,854.60	121,480.00	56,279.70	56,279.70
DIV OF SOC SCI SUPPLIES	2,961.43	2,961.43	2,334.43	627.00	4,000.00	1,038.57	1,038.57
DIV OF SOC SCI CONF & MEETINGS	591.53	591.53	591.53	.00	1,500.00	908.47	908.47
EMT CONTR SERV	1,340.00	1,340.00	1,290.00	50.00	2,000.00	660.00	660.00
EMT SUPPLIES	205.79	205.79	205.79	.00	900.00	694.21	694.21
EMT CONF & MEETINGS		.00		.00	200.00	200.00	200.00
CRIMINAL JUSTICE SALARIES	14,391.63	14,391.63	11,774.97	2,616.66	23,550.00	9,158.37	9,158.37
CRIM JUS CONTR SERV		.00		.00	500.00	500.00	500.00
CRIM JUS SUPPLIES	452.37	452.37	417.91	34.46	1,941.00	1,488.63	1,488.63
CRIM JUS CONF & MEETINGS	196.48	196.48	196.48	.00	1,000.00	803.52	803.52
LIBRARY TECH SUPPLIES	68.59	68.59	68.59	.00	100.00	31.41	31.41
DIV OF HUMANITIES SALARIES	114,798.11	114,798.11	93,925.73	20,872.38	291,358.00	176,569.89	176,569.89
DIV OF HUMAN. SUPPLIES	1,158.21	1,158.21	831.86	326.35	3,500.00	2,341.79	2,341.79
DIV OF HUMAN. CONF & MEETINGS	238.00	238.00	238.00	.00	2,800.00	2,562.00	2,562.00
ART DEPT SALARIES	14,295.93	14,295.93	11,696.67	2,599.26	31,191.00	16,895.07	16,895.07
ART DEPT CONTR SERV	329.00	329.00	284.00	45.00	450.00	121.00	121.00
ART DEPT SUPPLIES	92.74	92.74	66.17	26.57	600.00	507.26	507.26
ART DEPT CONF & MEETINGS		.00		.00	200.00	200.00	200.00
MUSIC DEPT SALARIES	27,914.26	27,914.26	22,838.94	5,075.32	60,904.00	32,989.74	32,989.74

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MUSIC DEPT CONTR SERV	738.92	738.92	626.97	111.95	1,500.00	761.08	761.08
MUSIC DEPT SUPPLIES	2,024.14	2,024.14	1,993.75	30.39	4,450.00	2,425.86	2,425.86
MUSIC DEPT CONF & MEETINGS	.00	.00	.00	.00	600.00	600.00	600.00
DIV OF MATH SCI SALARIES	123,063.60	123,063.60	100,689.40	22,374.60	224,310.00	101,246.40	101,246.40
DIV OF MATH SCI CONTR SERV	.00	.00	.00	.00	900.00	900.00	900.00
DIV OF MATH SCI SUPPLIES	7,161.65	7,161.65	6,703.85	457.80	10,950.00	3,788.35	3,788.35
DIV OF MATH SCI CONF & MEETINGS	.00	.00	.00	.00	1,400.00	1,400.00	1,400.00
MED LAB TECH SALARIES	32,686.12	32,686.12	27,811.88	4,874.24	58,491.00	25,844.88	25,844.88
MED LAB TECH CONTR SERV	5,362.75	5,362.75	4,452.75	910.00	5,326.00	36.75	36.75 CR
MED LAB TECH SUPPLIES	6,744.16	6,744.16	6,501.18	242.98	11,345.00	4,600.84	4,600.84
MED LAB TECH CONF & MEETINGS	227.77	227.77	227.77	.00	1,240.00	1,012.23	1,012.23
ADN SALARIES	40,208.07	40,208.07	33,829.33	6,378.74	81,670.00	41,461.93	41,461.93
ADN OFC SALARIES	8,368.80	8,368.80	7,252.96	1,115.84	13,390.00	5,021.20	5,021.20
ADN CONTR SERV	191.25	191.25	191.25	.00	767.00	575.75	575.75
ADN SUPPLIES	1,527.54	1,527.54	1,484.22	43.32	4,199.00	2,671.46	2,671.46
ADN CONF & MEETINGS	296.54	296.54	138.65	157.89	1,550.00	1,253.46	1,253.46
LPN SALARIES	27,247.18	27,247.18	23,158.42	4,088.76	53,824.00	26,576.82	26,576.82
LPN CONTR SERV	241.25	241.25	241.25	.00	386.00	144.75	144.75
LPN SUPPLIES	635.79	635.79	532.71	103.08	2,725.00	2,089.21	2,089.21
LPN CONF & MEETINGS	192.83	192.83	192.83	.00	700.00	507.17	507.17
RAD TECH SALARIES	32,726.82	32,726.82	27,717.34	5,009.48	53,368.00	20,641.18	20,641.18
RAD TECH CONTR SERV	2,374.65	2,374.65	2,374.65	.00	3,179.00	804.35	804.35
RAD TECH SUPPLIES	767.18	767.18	780.68	13.50	3,310.00	2,542.82	2,542.82
RAD TECH CONF & MEETINGS	1,769.75	1,769.75	1,697.51	72.24	3,550.00	1,780.25	1,780.25
DIV OF PHYS ED SALARIES	24,018.94	24,018.94	19,651.86	4,367.08	52,405.00	26,386.06	26,386.06
DIV OF PHYS ED CONTR SERV	1,267.88	1,267.88	952.88	315.00	2,520.00	1,252.12	1,252.12
DIV OF PHYS ED SUPPLIES	422.37	422.37	398.93	23.44	800.00	377.63	377.63
DIV OF PHYS ED CONF & MEETINGS	.00	.00	.00	.00	800.00	800.00	800.00
NURSING ASST CONTR SERV	.00	.00	.00	.00	450.00	450.00	450.00
NURSING ASST SUPPLIES	169.34	169.34	129.46	39.88	450.00	280.66	280.66
NURSING ASST CONF & MEETINGS	43.53	43.53	43.53	.00	200.00	156.47	156.47
INFO OFC & WORKROOM SECR SALARIES	29,320.11	29,320.11	25,345.53	3,924.58	47,095.00	17,774.89	17,774.89
INFO OFC FED WORK STUDY	6,099.29	6,099.29	5,260.15	839.14	13,000.00	6,900.71	6,900.71
WORKROOM FED WORK STUDY	2,085.34	2,085.34	1,797.25	288.09	5,000.00	2,914.66	2,914.66
WORKROOM CONTR SERV	8,554.00	8,554.00	8,554.00	.00	7,000.00	1,554.00	1,554.00 CR
UNALLOCATED CONTR SERV	364.00	364.00	364.00	.00	1,400.00	1,036.00	1,036.00
INFO OFC SUPPLIES	446.23	446.23	239.33	206.90	1,450.00	1,003.77	1,003.77
INSTITUTIONAL COMMITTEES SUPPLIES	278.32	278.32	278.32	.00	300.00	21.68	21.68

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
WORKROOM SUPPLIES	1,158.14	1,158.14	GR 975.94	182.20	CR 1,000.00	2,158.14	2,158.14
PUB INFO ADMIN SALARIES	24,150.00	24,150.00	20,930.00	3,220.00	38,640.00	14,490.00	14,490.00
PUB INFO SECR SALARIES	2,520.35	2,520.35	2,214.86	305.49	2,000.00	520.35	520.35 CR
PUB INFO SUPPLIES	53,685.12	53,685.12	44,686.88	8,998.24	97,800.00	44,114.88	44,114.88
PUB INFO CONF & MEETINGS	448.98	448.98	366.24	82.74	1,300.00	851.02	851.02
ASST DEAN ARTS & SOC SCI SALARY	25,006.20	25,006.20	21,672.04	3,334.16	40,010.00	15,003.80	15,003.80
PART TIME OVERLOAD	35,142.56	35,142.56	35,142.56	.00	59,000.00	23,857.44	23,857.44
NIGHT PREMIUMS	200.00	200.00	100.00	100.00		200.00	200.00 CR
SUMMER SALARIES	43,614.53	43,614.53	43,614.53	.00	42,000.00	1,614.53	1,614.53 CR
SECR SALARY	9,403.20	9,403.20	8,149.44	1,253.76	15,045.00	5,641.80	5,641.80
FED WORK STUDY	3,844.04	3,844.04	3,310.57	533.47	7,879.00	4,034.96	4,034.96
CONTR SERV			.00	.00	500.00	500.00	500.00
SUPPLIES	613.90	613.90	527.35	86.55	1,300.00	686.10	686.10
CONF & MEETINGS	455.25	455.25	365.68	69.57	2,000.00	1,544.75	1,544.75
ASST DEAN BUS & TECH SALARY	30,555.81	30,555.81	26,411.39	4,144.42	43,405.00	12,849.19	12,849.19
PART TIME OVERLOAD	39,569.95	39,569.95	39,385.73	184.22	120,000.00	80,430.05	80,430.05
NIGHT PREMIUMS	700.00	700.00	700.00	.00	700.00	GR 700.00	700.00 CR
SUMMER SALARIES	42,326.41	42,326.41	42,326.41	.00	42,000.00	326.41	326.41 CR
SECR SALARIES	10,453.20	10,453.20	9,059.44	1,393.76	16,725.00	6,271.80	6,271.80
FED WORK STUDY	8,076.94	8,076.94	6,703.17	1,373.77	15,979.00	7,902.06	7,902.06
SUPPLIES	655.87	655.87	527.77	128.10	1,200.00	544.13	544.13
CONF & MEETINGS	653.84	653.84	477.21	176.63	3,000.00	2,346.16	2,346.16
ASST DEAN COMM & EXTN SERV SALARY	24,131.25	24,131.25	20,913.75	3,217.50	38,610.00	14,473.75	14,473.75
INSTR SALARIES	44,007.29	44,007.29	43,460.83	546.46	100,000.00	55,992.71	55,992.71
COORDINATORS SALARIES	5,355.00	5,355.00	5,355.00	.00	8,500.00	3,145.00	3,145.00
SECR SALARIES	7,372.80	7,372.80	6,826.34	546.46	13,115.00	5,742.20	5,742.20
FED WORK STUDY	864.27	864.27	670.81	193.46	1,570.00	705.73	705.73
CONTR SERV	360.00	360.00	360.00	.00	5,000.00	4,640.00	4,640.00
SUPPLIES	3,610.55	3,610.55	3,027.01	583.54	6,000.00	2,389.45	2,389.45
CONF & MEETINGS	1,345.40	1,345.40	968.05	377.35	2,250.00	904.60	904.60
DIR OF HEALTH & NAT SCI SALARY	23,128.20	23,128.20	20,044.44	3,083.76	37,005.00	13,076.80	13,076.80
PART TIME OVERLOAD	14,818.07	14,818.07	10,901.83	3,916.24	38,700.00	23,081.93	23,081.93
NIGHT PREMIUMS	200.00	200.00		200.00		200.00	200.00 CR
SUMMER SALARIES	9,501.48	9,501.48	9,501.48	.00	12,500.00	2,998.52	2,998.52
FED WORK STUDY	2,349.97	2,349.97	2,063.58	281.39	4,820.00	2,470.03	2,470.03
CONTR SERV			.00	.00	200.00	200.00	200.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
HEALTH SUPPLIES	330.79	330.79	310.55	20.24	1,200.00	869.21	869.21
CONF & MEETINGS	282.17	282.17	282.17	.00	1,250.00	967.83	967.83
ACADEMIC SKILLS SALARIES	27,363.38	27,363.38	22,388.22	4,975.16	59,702.00	32,338.62	32,338.62
ACADEM SKILLS CONTR SERV		.00		.00	2,000.00	2,000.00	2,000.00
ACADEM SKILLS SUPPLIES	1,854.80	1,854.80	1,647.74	207.06	7,000.00	5,145.20	5,145.20
ACADEM SKILLS CONF & MEETINGS	32.30	32.30	32.30	.00	500.00	467.70	467.70
HONORS PROGRAM CONTR SERV		.00		.00	100.00	100.00	100.00
HONORS PROGRAM SUPPLIES	102.73	102.73	59.02	43.71	400.00	297.27	297.27
HONORS PROGRAM CONF & MEETINGS	44.00	44.00	44.00	.00	270.00	226.00	226.00
DEAN OF INSTR SALARY	8,738.06	8,738.06	8,738.06	.00	49,745.00	41,006.94	41,006.94
DEAN OF INSTR SECR SALARY	12,043.80	12,043.80	10,437.96	1,605.84	19,270.00	7,226.20	7,226.20
STUDENT TUTORS	916.18	916.18	989.88	73.70	CR 2,000.00	1,083.82	1,083.82
DEAN OF INSTR FED WORK STUDY	2,964.71	2,964.71	2,507.45	457.26	4,250.00	1,285.29	1,285.29
DEAN OF INSTR SUPPLIES	1,238.56	1,238.56	863.75	374.81	2,000.00	761.44	761.44
DEAN OF INSTR CONF & MEETINGS	702.20	702.20	628.04	74.16	2,000.00	1,297.80	1,297.80
LRC PROF SALARIES	49,633.31	49,633.31	41,670.89	7,962.42	95,549.00	45,915.69	45,915.69
LRC SECR SALARIES	17,578.68	17,578.68	15,190.76	2,387.92	28,655.00	11,076.32	11,076.32
LRC FED WORK STUDY	6,011.40	6,011.40	5,189.85	821.55	12,809.00	6,797.60	6,797.60
LRC CONTR SERV	4,665.94	4,665.94	3,999.47	666.47	12,450.00	7,884.06	7,884.06
XEROX SUPPLIES	1,110.48	1,110.48	1,377.42	2,487.90	CR 2,000.00	3,110.48	3,110.48
LIBRARY SUPPLIES	12,023.03	12,023.03	11,755.19	267.84	15,800.00	3,776.97	3,776.97
A V SUPPLIES	1,311.45	1,311.45	1,272.35	39.10	7,000.00	5,688.55	5,688.55
LIBRARY BOOKS	27,730.57	27,730.57	22,517.40	5,213.17	35,000.00	7,269.43	7,269.43
LRC CONF & MEETINGS	1,389.30	1,389.30	1,299.54	89.76	2,050.00	660.70	660.70
ADM & REC ADMIN SALARIES	23,734.35	23,734.35	20,569.77	3,164.56	37,975.00	14,240.65	14,240.65
ADM & REC SECR SALARIES	36,025.20	36,025.20	31,221.84	4,803.36	57,640.00	21,614.80	21,614.80
ADM & REC FED WORK STUDY	5,604.33	5,604.33	4,558.33	1,046.00	10,958.00	5,353.67	5,353.67
ADM & REC CONTR SERV	565.00	565.00	565.00	.00	1,080.00	1,315.00	1,315.00
ADM & REC SUPPLIES	5,650.13	5,650.13	5,418.65	231.48	10,200.00	4,549.87	4,549.87
ADM & REC CONF & MEETINGS	177.03	177.03	177.03	.00	2,500.00	2,322.97	2,322.97
COUNSELING SALARIES	50,301.32	50,301.32	43,421.56	6,959.76	82,137.00	31,755.68	31,755.68
COUNSELING SECR SALARIES	9,403.20	9,403.20	8,149.44	1,253.76	15,045.00	5,641.80	5,641.80
HEALTH SERV SUPPLIES		.00		.00	300.00	300.00	300.00
FIN AIDS ADMIN SALARIES	24,190.65	24,190.65	20,965.23	3,225.42	38,705.00	14,514.35	14,514.35
FIN AIDS SECR SALARIES	17,706.30	17,706.30	15,345.46	2,360.84	26,330.00	10,623.70	10,623.70
STUDENT SERV ADMIN SALARIES	29,393.70	29,393.70	29,474.54	3,919.16	47,030.00	17,636.30	17,636.30
STUDENT SERV SECR SALARIES	11,967.55	11,967.55	10,389.21	1,543.34	19,150.00	7,142.45	7,142.45

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
STUDENT SERV FED WORK STUDY	30,248.43	30,248.43	26,355.39	3,893.04	45,100.00	14,851.57	14,851.57
COACHING SALARIES	13,716.64	13,716.64	12,648.19	1,068.45	20,000.00	6,283.36	6,283.36
STUDENT SERV CONTR SERV	38.50	38.50	38.50	.00	1,100.00	1,061.50	1,061.50
STUDENT SERV SUPPLIES	10,127.65	10,127.65	10,049.78	77.87	14,792.00	6,664.35	6,664.35
COMMENCEMENT	3,494.59	3,494.59	336.18	3,158.41	6,000.00	25,054.11	25,054.11
STUDENT SERV CONF & MEETINGS	2,243.10	2,243.10	2,243.10	.00	4,695.00	2,451.90	2,451.90
STUDENT RECRUITMENT	960.98	960.98	960.98	.00	1,500.00	539.02	539.02
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	233,002.67	233,002.67	202,081.10	30,921.57	379,485.00	146,482.33	146,482.33
MAINT FED WORK STUDY BOYS	33,880.44	33,880.44	28,518.63	5,361.81	82,000.00	48,119.56	48,119.56
MATRONS FED WORK STUDY	7,886.88	7,886.88	6,803.26	1,078.62	7,000.00	7,000.00	7,000.00
TELEPHONE	224,26.61	224,26.61	18,847.44	3,579.17	34,840.00	17,413.39	17,413.39
PRESIDENTS SALARY	41,250.00	41,250.00	35,750.00	5,500.00	6,000.00	24,750.00	24,750.00
PRES SECR SALARY	13,740.70	13,740.70	11,951.94	1,838.76	22,065.00	8,274.30	8,274.30
PRES OFC FED WORK STUDY	1,606.31	1,606.31	1,462.26	.144.05	3,484.00	1,877.69	1,877.69
PRES OFC CONTR SERV	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
PRES OFC SUPPLIES	1,060.71	1,060.71	969.01	91.70	2,500.00	1,439.29	1,439.29
PRES OFC CONF & MEETINGS	5,543.06	5,543.06	5,199.14	343.92	4,800.00	743.06	743.06
SPECIAL AFFAIRS	2,223.34	2,223.34	1,763.32	465.02	3,500.00	1,271.66	1,271.66
PRES OTHER EXP	4,134.81	4,134.81	3,810.81	324.00	5,600.00	1,465.19	1,465.19
BUS OFC ADMIN SALARIES	43,777.06	43,777.06	36,317.90	7,459.16	82,010.00	44,232.94	44,232.94
BUS OFC PROF SALARIES	12,906.30	12,906.30	11,105.46	1,720.84	20,650.00	7,743.70	7,743.70
BUS OFC SECR SALARIES	50,201.71	50,201.71	43,452.11	6,749.60	80,950.00	30,793.29	30,793.29
BUS OFC CONTR SERV	4,278.00	4,278.00	4,278.00	.00	6,000.00	1,722.00	1,722.00
BUS OFC SUPPLIES	11,349.31	11,349.31	11,709.77	360.46	CR 7,400.00	3,949.31	3,949.31
BUS OFC CONF & MEETINGS	1,711.09	1,711.09	1,468.40	242.69	2,700.00	988.91	988.91
LEGAL CONTR	4,084.50	4,084.50	3,834.50	250.00	8,000.00	3,915.50	3,915.50
OTHER BOARD SUPPLIES	392.47	392.47	331.62	60.85	2,000.00	1,607.53	1,607.53
BOARD CONF & MEETINGS	1,266.66	1,266.66	953.60	313.06	4,500.00	3,233.34	3,233.34
INSTITU SECR SALARIES	9,361.00	9,361.00	8,126.00	1,255.00	14,850.00	5,469.00	5,469.00
INSTITU FED WORK STUDY	2,040.50	2,040.50	1,849.75	190.75	5,935.00	3,894.50	3,894.50
CONTINGENCY FED WORK STUDY	2,502.43	2,502.43	2,135.01	366.82	4,448.00	1,945.57	1,945.57
GROUP MED & LIFE INS	227,191.06	227,191.06	201,572.20	25,618.86	290,500.00	63,308.94	63,308.94
TUITION REIMBURSEMENT	3,093.54	3,093.54	2,293.54	800.00	4,000.00	906.46	906.46
CURRICULUM DEVELOPMENT	.00	.00	.00	.00	5,000.00	5,000.00	5,000.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
UNALLOCATED CONTR IN SERVICE TRAINING	568.00	568.00	568.00	.00	1,800.00	1,232.00	1,232.00
FACULTY ASSN SUPPLIES	4,257.68	4,257.68	3,482.68	775.00	7,000.00	2,742.32	2,742.32
POSTAGE	52.80	52.80	33.73	19.07	200.00	147.20	147.20
PUBLICATIONS & DUES	22,226.21	22,226.21	19,868.34	2,357.87	42,000.00	19,773.79	19,773.79
ADVERTISING	7,518.53	7,518.53	7,393.53	125.00	7,000.00	518.53	CR 518.53 CR
RECRUITMENT	661.56	661.56	661.56	.00	700.00	38.44	38.44
CAPITAL OUTLAY EQUIPMENT	7,195.97	7,195.97	5,355.71	1,840.26	6,000.00	1,195.97	CR 1,195.97 CR
VOC ED EQUIPMENT	108,120.77	108,120.77	81,845.57	26,275.20	203,871.00	95,750.23	95,750.23
AFFIRMATIVE ACTION CONTR SERV	17,911.84	17,911.84		17,911.84		17,911.84	CR 17,911.84 CR
AFFIRM ACTION SUPPLIES					300.00	300.00	300.00
AFFIRM ACTION CONF & MEETINGS					100.00	100.00	100.00
INSTITU RES CONTR SERV					300.00	300.00	300.00
INSTITU RES SUPPLIES					500.00	500.00	500.00
DATA PROC ADMIN SALARIES	44,093.85	44,093.85	38,214.67	5,879.18	70,550.00	26,456.15	26,456.15
DATA PROC OFC SALARIES	17,022.00	17,022.00	14,752.40	2,269.60	27,235.00	10,213.00	10,213.00
DATA PROC FED WORK STUDY	2,159.82	2,159.82	1,782.12	377.70	6,365.00	4,205.18	4,205.18
DATA PROC CONSULTING					10,000.00	10,000.00	10,000.00
DATA PROC CONTR SERV ADMIN	66,878.20	66,878.20	62,303.34	4,574.86	143,700.00	76,821.80	76,821.80
DATA PROC CONTR SERV EDUC	8,660.00	8,660.00	8,100.00	560.00	21,000.00	12,340.00	12,340.00
DATA PROC SUPPLIES ADMIN	4,167.96	4,167.96	4,166.69	1.27	11,800.00	7,632.04	7,632.04
DATA PROC CONF & MEETINGS	155.08	155.08	155.08	.00	7,500.00	7,344.92	7,344.92
PLANNING & DEVEL ADMIN SALARIES	24,175.05	24,175.05	20,951.71	3,223.34	38,600.00	14,504.95	14,504.95
PL & DEVEL SECR SALARIES	9,187.50	9,187.50	7,962.50	1,225.00	14,700.00	5,512.50	5,512.50
PL & DEVEL CONTR SERV					300.00	300.00	300.00
PL & DEVEL SUPPLIES	1,184.25	1,184.25	950.97	233.28	1,300.00	115.75	115.75
PL & DEVEL CONF & MEETINGS	423.67	423.67	332.67	91.00	2,000.00	1,576.33	1,576.33
TUITION CHARGE BACK	8,930.55	8,930.55	8,930.55	.00	25,000.00	16,069.45	16,069.45
CONTINGENCIES					38,810.00	38,810.00	38,810.00

2,912,004.92 \* 2,912,004.92 \* 5,047.52 \* 406,957.40 \* 5,260,929.00 \* 2,348,924.08 \* 2,348,924.08 \*

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MAINT CONTR SERV	20,589.28	20,589.28	18,561.27	2,028.01	38,840.00	18,250.72	18,250.72
MAINT & BLDG SUPPLIES	15,047.13	15,047.13	11,637.33	3,409.80	51,000.00	35,952.87	35,952.87
MAINT CONF & MEETINGS	992.55	992.55	972.99	19.56	2,000.00	1,007.45	1,007.45
GAS	464.10.42	464.10.42	34,902.32	11,508.10	98,000.00	51,589.58	51,589.58
ELECTRICITY	120,646.04	120,646.04	107,121.11	13,524.93	261,950.00	141,303.96	141,303.96
MAINT EQUIPMENT	.00	.00	.00	.00	8,000.00	8,000.00	8,000.00
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
	203,685.42	* 203,685.42	* 173,195.02	* 30,490.40	* 85,740.00	* 82,104.58	* 282,104.58 *

SITE AND CONSTRUCTION FUND

SITE IMPROVEMENT	.00	.00	.00	50,000.00	50,000.00	50,000.00	
COLLEGE SIGN	1,982.87	1,982.87	1,982.87	.00	1,982.87	1,982.87 CR	
BLDG IMPROVEMENTS	.00	.00	.00	100,000.00	100,000.00	100,000.00	
TELEPHONE SYSTEM	48,548.00	48,548.00	28,693.00	19,855.00	48,548.00	48,548.00 CR	
STAGE LIGHTING	20,935.00	20,935.00	20,935.00	.00	20,935.00	20,935.00 CR	
INSTR EQUIPMENT	.00	.00	.00	50,000.00	50,000.00	50,000.00	
SERVICE EQUIPMENT	.00	.00	.00	75,000.00	75,000.00	75,000.00	
OTHER CAPITAL OUTLAY	.00	.00	.00	5,000.00	5,000.00	5,000.00	
	71,405.57	* 71,405.57	* 51,610.87	* 19,855.00	* 80,000.00	* 85,341.3	* 208,534.13 *

INSURANCE FUND

WORKERS COMP	33,298.50	33,298.50	30,872.46	2,426.04	34,000.00	7,015.0	7,015.0
UNEMPLOYMENT COMP	2,188.63	2,188.63	764.19	1,424.44	10,200.00	8,011.37	8,011.37
MEDICAIRE	6,615.69	6,615.69	5,734.41	881.28	10,000.00	3,384.31	3,384.31
TORT LIABILITY INS	48,464.00	48,464.00	48,778.00	314.00	CR 61,000.00	12,536.00	12,536.00
	90,566.82	* 90,566.82	* 86,149.06	* 4,417.76	* 15,200.00	* 24,633.18	* 24,633.18 *

AUDIT FUND

AUDIT COSTS	14,995.00	14,995.00	15,245.00	250.00	CR 15,000.00	5.00	5.00
	14,995.00	* 14,995.00	* 15,245.00	* 250.00	CR 15,000.00	* 5.00	* 5.00 *

## REVENUE REPORT

## EDUCATION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1986 TAXES	833,133.49	833,133.49	824,651.87	8,481.62	840,350.00	7,216.51	7,216.51
1987 TAXES	.00	.00	.00	840,350.00	840,350.00	840,350.00	840,350.00
CHARGE BACK REVENUE	11,543.82	11,543.82	6,383.72	5,160.10	14,500.00	2,956.18	2,956.18
STATE APPORTIONMENT	6,933,355.00	6,933,355.00	346,667.75	346,667.75	1,260,991.00	567,655.50	567,655.50
STATE EQUALIZATION	76,125.00	76,125.00	76,125.00	.00	152,250.00	76,125.00	76,125.00
ADVANCED TECH GRANT	8,552.00	8,552.00	4,276.00	4,276.00	17,104.00	8,552.00	8,552.00
REG VOC ED REIMB	43,845.27	43,845.27	43,845.27	.00	103,000.00	59,151.73	59,151.73
VOC ED EQUIP REIMB	.00	.00	.00	.00	24,700.00	24,700.00	24,700.00
REPLACEMENT OF PERS PROP TAX	212,663.48	212,663.48	212,663.48	.00	198,054.00	14,609.48	14,609.48 CR
STATE WORK STUDY	.00	.00	.00	.00	1.00	1.00	1.00
FEDERAL WORK STUDY	93,625.57	93,625.57	80,890.52	12,735.05	170,658.00	77,032.43	77,032.43
OTHER FEDERAL SOURCES	2,777.95	2,777.95	2,777.95	.00	3,000.00	222.05	222.05
SUMMER TUITION	127,630.44	127,630.44	127,630.44	.00	126,000.00	1,630.44	1,630.44 CR
FALL TUITION	475,000.00	475,000.00	200,000.00	275,000.00	543,850.00	68,850.00	68,850.00
SPRING TUITION	.00	.00	.00	.00	521,650.00	521,650.00	521,650.00
GRADUATION FEES	871.00	871.00	740.00	131.00	2,500.00	1,629.00	1,629.00
TRANSCRIPT FEES	737.00	737.00	598.00	139.00	500.00	237.00	237.00 CR
LAB FEES	18,134.80	18,134.80	2,403.00	15,731.80	32,000.00	13,865.20	13,865.20
PUB SERV INCOME	.00	.00	.00	.00	14,900.00	14,900.00	14,900.00
OTHER FACILITY RENTALS	1,934.37	1,934.37	1,503.43	430.94	15,000.00	13,065.63	13,065.63
INTEREST ON INVESTMENTS	14,503.85	14,503.85	9,988.41	4,515.44	40,000.00	25,496.15	25,496.15
RESTRICTED FUND INCOME	.00	.00	.00	.00	15,000.00	15,000.00	15,000.00
OTHER REVENUE	24,382.50	24,382.50	24,149.35	233.15	62,000.00	37,617.50	37,617.50
OTHER REV COMPUTERS	892.50	892.50	606.25	286.25	.00	892.50	892.50 CR
OTHER REVENUE SALARIES	2,914.18	2,914.18	528.93	2,385.25	.00	2,914.18	2,914.18 CR
OTHER REV OVERHEAD	7,354.60	7,354.60	6,953.39	401.21	.00	7,354.60	7,354.60 CR
	2,650,160.32	2,650,160.32	* 1,973,585.76	* 676,574.56	-4,998,358.00	2,348,147.68	* 2,348,147.68 *

BUILDING FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1986 TAXES	102,021.11	102,021.11	100,982.50	1,038.61	102,900.00	878.89	878.89
1987 TAXES	.00			.00	102,900.00	102,900.00	102,900.00
REPL OF CORP PERS PROP TAX.	10,095.90	10,095.90	10,095.90	.00		10,095.90	CR 10,095.90 CR
INTEREST ON INVESTMENTS	9,067.92	9,067.92	5,678.75	3,389.17	100.00	8,967.92	8,967.92 CR
OTHER REVENUE	6,467.50	6,467.50	5,457.25	1,010.25	13,000.00	6,532.50	6,532.50
	127,652.43	* 127,652.43	* 22,214.40	* 5,438.03	* 18,900.00	* 91,247.57	* 91,247.57 *

SITE AND CONSTRUCTION FUND

STATE GRANTS	.00		.00	1.00	1.00	1.00	
FEDERAL GRANTS	.00		.00	1.00	1.00	1.00	
INVESTMENT INCOME	27,506.02	27,506.02	25,845.48	1,660.54	40,000.00	12,493.98	12,493.98
	27,506.02	* 27,506.02	* 25,845.48	* 1,660.54	* 40,002.00	* 12,495.98	* 12,495.98 *

WORKING CASH FUND

INVESTMENT INCOME	91,238.78	91,238.78	78,124.50	13,114.	80,000.00	11,238.78	CR 11,238.78 CR
	91,238.78	* 91,238.78	* 78,124.50	* 13,114.28	* 80,000.00	* 11,238.78	CR 11,238.78 CR

INSURANCE FUND

1986 TAXES	40,388.93	40,388.93	40,050.99	337.94	41,160.00	771.07	771.07
1987 TAXES	.00			.00	41,160.00	41,160.00	41,160.00
INTEREST ON INVESTMENTS	1,841.04	1,841.04	1,559.43	281.61	1,000.00	841.04	841.04 CR
	42,229.97	* 42,229.97	* 41,610.42	* 619.55	* 83,320.00	* 41,090.03	* 41,090.03 *

AUDIT FUND

1986 TAXES	9,088.08	9,088.08	9,012.05	76.03	9,261.00	172.92	172.92
1987 TAXES	.00			.00	9,261.00	9,261.00	9,261.00
INTEREST ON INVESTMENTS	682.88	682.88	605.07	77.81	500.00	182.88	182.88 CR
	9,770.96	* 9,770.96	* 9,617.12	* 153.84	* 19,022.00	* 9,251.04	* 9,251.04 *

COOK VALLEY COMMUNITY COLLEGE

APPROVED BY

Edward Anderson

PRESIDENT

Edu Peterson

SECRETARY

DATE