

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
Third Floor Board Room
January 22, 1990 7:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Communication from Visitors
- D. Approval of Minutes
- E. President's Report
 - 1. Roofing Project - Don Turner, Architect
 - 2. Enrollment
 - 3. Policy of the Month (305.01)
- F. Financial Reports and Actions
 - 1. Treasurer's Report
 - 2. Bills Payable
 - 3. Payroll
 - 4. Budget Report
 - 5. Basic Insurance Summary
- G. Executive Session
- H. Personnel Recommendations
 - Part-time Faculty
- I. Other Actions
 - 1. Mileage Reimbursement Policy (First Reading)
 - 2. Board Organization Policy (Reading)
 - 3. Board Meeting Dates
 - 4. Faculty Seniority List
- J. Reports
 - 1. Student Trustee
 - 2. ICCTA Representative-NW ICCTA Meeting
 - 3. Foundation Liaison
 - 4. Board Chair
- K. Time of Next Meeting

February 3, 1990 - 1:00 p.m. Brandywine Lodge
February 26, 1990 - Regular Meeting

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

January 22, 1990

The Board of Trustees of Sauk Valley Community College met in regular meeting at 7:00 p.m. on January 22, 1990 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Illinois.

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

Edward Andersen	Thomas Densmore
Richard Groharing	Joe McDonald
B.J. Wolf	William Yemm
William Simpson	Doug Johnson

SVCC Staff: President Richard L. Behrendt
Dean Robert Edison
Dean John Sagmoe
Dean Virginia Thompson
Director Kristin Olsen
Secretary to the Board Marilyn Vinson

Minutes: It was moved by Member Groharing and seconded by Member Wolf that the Board approve the minutes of the December 18, 1989 meeting as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: abstain.

Roof Repairs: Don Turner, college architect, reported on roof repairs and asked for Board approval for bids to be let for the next section of the roof. It was moved by Member Andersen and seconded by Member Groharing that the Board authorize the administration to advertise for bids to complete the next section of roof repairs, to be funded from the Protection, Health, and Safety Funds tax levy. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

President's Report: Dr. Behrendt reported that enrollment was up for the spring semester; that he would be attending the Governor's Fly Around program in Rockford on February 8; and that Lobby Day (sponsored by the ICCTA) will be May 9th. The Board discussed Board Policy 305.01.

Treasurer's
Report:

It was moved by Member McDonald and seconded by Member Yemm that the Board approve the Treasurer's Report as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Bills
Payable:

It was moved by Member Groharing and seconded by Member Densmore that the Board approve bills in the following amounts:

Educational Fund	\$494,438.86
Liability	12,651.73
Operations/Maintenance	54,721.96

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

Payroll:

It was moved by Member Groharing and seconded by Member Wolf that the Board approve the December 19 payroll in the amount of \$228,379.06 and the January 15 payroll in the amount of \$178,832.70. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Insurance
Summary:

A summary of the college insurance coverage was presented as an information item.

Executive
Session:

At 7:20 p.m. it was moved by Member Groharing and seconded by Member McDonald that the Board adjourn to executive session to discuss the employment, appointment, or dismissal of an employee. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Regular Session:

At 7:40 p.m. the Board returned to regular session.

Part-time
Instructors:

It was moved by Member Yemm and seconded by Member Densmore that the Board approve the attached list of part-time instructors for spring semester. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Mileage
Reimbursement:

It was moved by Member Yemm and seconded by Member Groharing that the Board approve the following policy for first reading:

On July 1 of each year, the rate for reimbursement when using personal automobiles for college travel will be adjusted to reflect the current IRS tax deduction rate.

In a roll call vote, the following vote was recorded: Ayes: Members Andersen, Densmore, Groharing, Wolf, Yemm and Simpson. Nays: Member McDonald. Motion carried. Student Trustee Johnson advisory vote: aye.

Board
Organization
Policy:

It was moved by Member Groharing and seconded by Member Yemm that the Board approve for second reading the attached policy on Board organization, with the change in officer's terms to be effective December 1, 1990 (after the next Board officer's election). In a roll call vote, the following vote was recorded: Ayes: Members Andersen, Densmore, Groharing, Wolf, Yemm and Simpson. Nays: Member McDonald. Motion carried. Student Trustee Johnson advisory vote: aye.

Board Meeting
Dates:

It was moved by Member Yemm and seconded by Member Groharing that dates for Board meetings from April through July be changed as follows:

Monday	April 30
Monday	May 21
Wednesday	June 27
Monday	July 30

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

Faculty
Seniority
List:

It was moved by Member Groharing and seconded by Member Andersen that the Board approve the attached faculty seniority list as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Reports:

Student Trustee Johnson reported that the Student Senate had sponsored a very successful Homecoming Week and Dance.

ICCTA representative Groharing reported on the ICCTA meeting held last weekend in Springfield. He noted that 38 of the 44 new community college board members had attended the New Trustee Workshop; that the ICCTA was working on a video for new board members; and that the ACCT and ICCTA were planning a joint meeting in 1991.

Trustee Wolf reported on the New Trustee Workshop which he had attended in Springfield and congratulated Student Trustee Johnson and all the SVCC students who were listed on the Dean's and President's Lists for the 1989 Fall Semester.

Chair Simpson expressed the Board's appreciation to the administration for the very successful Legislator's Luncheon; reminded them of the Board Retreat to be held on February 3; and the ICCTA regional meeting on February 7 at Kishwaukee College.

Adjournment:

Since the scheduled business was completed, it was moved by Member Groharing and seconded by Member McDonald that the Board adjourn. In a roll call vote, all voted aye. Student Trustee Johnson advisory vote: aye.

The Board adjourned at 8:05 p.m.

Respectfully submitted:



Joe McDonald, Secretary

305.01 Purchasing Policy

A. Introduction

The administration of the purchasing policies and guidelines as set forth herein shall be the responsibility of the Dean of Business Services. This document shall serve to enable responsible parties to act in the best interests of Sauk Valley Community College. An efficient, well-planned, and organized program of purchasing policies is imperative to protect the public trust relative to the expenditures of public tax monies. Because the success of the purchasing program depends on the ways and means of implementation, management, and administration, it is apparent that this written policy shall govern the purchasing program and its use.

B. Ethics

All administrators acting as purchasing agents for Sauk Valley Community College shall ever be mindful of and practice the following ethics:

- 1) To regard public service as a sacred trust giving primary consideration to the interest of the school district.
- 2) To purchase without prejudice, seeking to obtain the maximum benefit for each tax dollar expended.
- 3) To strive for knowledge of school equipment and supplies in order to recommend items that may either reduce cost or increase the efficiency of the means of education.
- 4) To insist on and expect honesty in sales representation whether offered verbally or in the sample of product submitted.

Ethics (con't.)

- 5) To give all responsible bidders equal consideration and the assurance of unbiased judgement in determining whether their product meets specifications and the educational needs of the district.
- 6) To discourage the offer of, and to decline, gifts which in any way might influence the purchase of school equipment and supplies.
- 7) To accord a prompt and courteous reception, insofar as conditions permit, to all who call on legitimate business missions.
- 8) To cooperate with educational, governmental, and trade associations in the promotion and development of sound business methods in the procurement of school equipment and supplies.

C. Procedures

The Dean of Business Services shall have the responsibility of securing for the district its requirements for services, materials, supplies, and equipment at the lowest possible cost consistent with satisfactory standards for quality and service.

Supervision and control of all purchases shall be the responsibility of the Dean of Business Services, or his responsible officer.

Supply items common to all departments and which are generally used throughout the college shall be purchased by the Dean of Business Services. Such items shall be of good quality and shall be purchased in sufficient and adequate quantities so as to assure the lowest possible cost. These supply items shall be located in a central storage room and controlled by dispensing through the

Procedures (con't.)

Business Office. The departmental budgets will be charged by journal entry for the value of the merchandise received.

All purchases are to be initiated by requisition and shall be approved by the requisitioner's immediate supervisor and/or dean, or as required by the Dean of Business Services.

D. Policies

Budgeted Expenditures. All expenditures for items of services, materials, supplies and equipment which have been budgeted within the operational funds of the College shall be bid and purchased within the following guidelines and policies:

- a) Purchases involving an expenditure of less than \$5,000 may be authorized by the Dean of Business Services without advertising for bids, or requiring formal competitive bidding. The Dean of Business Services shall determine the type of bidding necessary, the procedure being dependent upon the circumstances pertaining to each particular purchase.
- b) Purchases involving an expenditure in excess of \$5,000 shall be let to the lowest responsible bidder after due advertisement, except contracts which by their nature are not adaptable to competitive bidding such as contracts for:
 - 1) Services for individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.
 - 2) Printing of finance committee reports and departmental reports.
 - 3) Printing or engraving of bonds, tax warrants, and other evidences of indebtedness.

Policies (con't.)

- 4) Utility services such as water, light, heat, telephone or telegraph.
- 5) Materials and work which have been awarded to the lowest responsible bidder after due advertisement, but due to unforeseen revisions, not the fault of the contractor for materials and work, must be revised causing expenditures not in excess of 10% of the contract price.
- 6) The purchase of supplies, materials, and equipment for which written specifications cannot feasibly be formulated due to the nature of the product to be purchased, e.g. boiler chemicals, floor sealers, brand name typewriters, etc.
- 7) Purchases of magazines, books, periodicals, pamphlets and reports.
- 8) Where funds are expended in an emergency and such emergency expenditure is approved by 75% of the members of the Board.

- c) All competitive bids for contracts involving an expenditure in excess of \$5,000 should be sealed by the bidder and must be opened by a member or employee of the board, and witnessed, at a public bid opening at which the contents of the bids must be announced. Each bidder must receive at least three days notice of the time and place of such bid opening.
- d) Due advertisement includes, but is not limited to, at least one public notice at least ten days before the bid date in a newspaper published in the district, or if no newspaper is published in the district, in a newspaper of general circulation in the area of the district.

Policies (con't)

E) All request for competitive bids shall be issued through the office of the Dean of Business Services.

Non-Budgeted Expenditures. Purchases of services, materials, supplies, and equipment which have not been specifically budgeted for in the operational funds of the College or which ultimately shall be funded through the Site and Construction Fund, shall be purchased according to the policies and guidelines as set forth in Section A, with the exception that responsibility for approval to purchase under this Section B, rests with Board of Trustees.

Miscellaneous. The Dean of Business Services will exercise discretion in determining the responsibility of each bidder. The lowest responsible bidder will be awarded the contract, provided he meets the specific requirements set forth in the bidding document.

Preference will be given to persons or firms located in the college district so long as they provide the needed service on a substantially equal basis with the persons or firms located outside the district.

AMENDMENT

RESOLVED, That the purchasing policy of Community College District Number 506, Counties of Whiteside, Lee, Ogle, Henry, Bureau and Carroll, State of Illinois, commonly known as Sauk Valley Community College, be amended by adding to the Miscellaneous Section the following language: All contracts to which Sauk Valley Community College is a party shall be conditioned upon the requirement that the supplier of materials or services of the contractor and his subcontractors, and all labor organizations furnishing skilled, unskilled and craft union skilled labor, or who may perform any such labor or services, as the case may be, shall

Amendment (con't.)

not commit an unfair employment practice in this State as defined in Section 853 of Chap. 48, Ill. Rev. Stats., and all such contracts shall have incorporated therein the "Equal Employment Opportunity Clause" required under the Rules and Regulations of the Illinois Fair Employment Practices Commission, a copy of which is attached hereto and incorporated herein by reference. The said Clause may be incorporated in the College's contracts by reference to this purchasing policy.

"EQUAL EMPLOYMENT OPPORTUNITY CLAUSE"

In the event of the contractor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Fair Employment Practices Act or the Fair Employment Practices Commission's Rules and Regulations for Public Contracts, the contractor may be declared nonresponsible and therefore ineligible for future contracts or sub-contracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of this contract, the contractor agrees as follows:

- 1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or ancestry; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 2) That, if it hires additional employees in order to perform this contract, or any portion hereof, it will determine the availability (in accordance with the Commission's Rules and Regulations for Public Contracts) of minorities and women

Equal Employment Opportunity Clause (con't.)

in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

- 3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, age, national origin or ancestry.
- 4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- 5) That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

Equal Employment Opportunity Clause (con't.)

- 6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.
- 7) That it will include verbatim or by reference the provisions of paragraphs 1 through 7 of this clause in every performance subcontract as defined in Section 2.10(b) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor; and that it will also so include the provisions of paragraphs 1, 5, 6 and 7 in every supply subcontract as defined in Section 2.10(a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors; and further it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any subcontractor fails or refuses to comply therewith. In addition, no contractor will utilize any subcontractor declared by the Commission to be nonresponsible and therefore ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

With respect to the two types of subcontracts referred to under paragraph 7 of the Equal Employment Opportunity Clause above, following is an excerpt of Section 2 of the FEPC's Rules and Regulations for Public Contracts:

Equal Employment Opportunity Clause (con't.)

"Section 2.10. The term "Subcontract" means any agreement, arrangement or understanding, written or otherwise, between a contractor and any person (in which the parties do not stand in the relationship of an employer and an employee):

- a) for the furnishing of supplies or services or for the use of real or personal property, including lease arrangements, which, in whole or in part, is utilized in the performance of any one or more contracts; or
- b) under which any portion of the contractor's obligation under any one or more contracts is performed, undertaken or assumed."

For Board Meeting
of January 22, 1990

Agenda Item F-5

BASIC INSURANCE SUMMARY

Attached is a summary of the basic insurance which we carry at Sauk Valley Community College. If there are any detailed questions, we could schedule one of our agents to be present at a future meeting.

RECOMMENDATION: Information only.

SAUK
K VALLEY COMMUNITY COLLEGE

1-9-90

SUMMARY OF COVERAGES

AGENDA ITEM: F-5

ITEM	TYPE OF COVERAGE	COMPANY, POLICY NO. & AGENCY	AMOUNT OR LIMIT	DESCRIPTION	POLICY PERIOD	CURRENT PREMIUM	PREV.YR PREM.
1	MULTI -PERIL						
A	Property						
	1. Blanket Building & Contents 50%	Indiana Ins. Co. 42-061-044 Wilkins-Lowe & Co.	\$14,798,250	Blanket Building and Contents recorded on Statement of Values submitted to company. "All Risks" coverage including Theft, Agreed Amount Clause, Replacement Cost, 100% Co-Insurance	10-15-89 to 10-15-90	\$10,109	\$11,205
	50%	USF&G CPR 120714979 Walder & Rhodes	\$14,798,250	Deductible - Flat \$1,000.		\$ 8,526	\$12,145
		TOTAL	\$29,596,500		TOTAL	\$18,635	\$23,350
	2. Building T-1						
	50%	Wilkins-Lowe & Co.	\$ 350,000	Specific "All Risks" insurance on building known at T-1. Coverage as above except "Actual Cash Value" basis applies.		Included	Incl.
	50%	Walder & Rhodes	350,000	Same as above		Included	Incl.
		TOTAL	\$ 700,000		TOTAL	Included	Incl.
	3. Extra Expense						
	50%	Same as I A-1 Wilkins-Lowe & Co.	\$ 25,000	To cover any Extra Expenses necessary to continue school subsequent to insured loss. 40-80-100 Recovery Period		Included	Incl.
	50%	Same as I A-1 Walder & Rhodes	\$ 25,000	No Deductible Same as above			
		TOTAL	\$ 50,000		TOTAL	Included	Incl.
	4. Fine Arts						
		Walder & Rhodes USF&G CIM 11744649400	\$ 5,000	"All Risks" on various paintings loaned to college for display Deductible \$100.		\$ 23	\$ 100
	5. Signs						
		Walder & Rhodes USF&G CIM 11744649400	1. 15,000 2. 5,000	Large lighted outdoor sign Small lighted marquise		\$ 562 \$ 188	Incl. Incl.
	6. Telescope						
		Walder & Rhodes USF&G CPR 120714979	\$ 40,000	"All Risks" coverage on Telescope housed on observatory building Deductible \$1,000.		\$ 32	

SAUK VALLEY COMMUNITY COLLEGE
SUMMARY OF COVERAGES

P.2

ITEM	TYPE OF COVERAGE	COMPANY, POLICY NO. & AGENCY	AMOUNT OF LIMITS	DESCRIPTION	POLICY PERIOD	(CURRENT) ANNIV. PREMIUM	PREVIOUS PREMIUM
	MULTI-PERIL CONT.						
B	1. Commercial General Liability	Same as above	\$2,000,000 Agg. 1,000,000 Ea.Occ. 1,000,000 Pers.Inj. * 5,000 Med.Pay *Exclusive of Students	Covers all sums insured shall be obligated to pay due to Bodily Injury and/or Property Damage. Includes Personal Injury, Corporal Punishment, Board Members and Employees as Additional Insureds, Incidental Malpractice Lab and Work Experience. Contains following exclusions: Pollution, Abuse or Molestation, Nuclear Energy and Asbestos. Additional Insured: Sauk Valley Community College Foundation		\$15,972	\$18,790
C	Crime	Sames as above	\$ 2,500 Yr.Round	Covers loss of money inside and outside premises Stipulated enrollment period		\$ 150	\$ 148
II	FIDELITY BOND	Ohio Casualty 1-761-980-10 Wilkins-Lowe & Co.	7,500 Cash	Covers dishonesty of all employees	10-1-89 to 10-1-90	\$ 482	\$ 482
III	AUTOMOBILE	Indiana Ins. Co. 22-079-480 Wilkins-Lowe & Co.					
	A. Per Schedule		\$1,000,000 CSL 5,000 Med.Pay 20/40 UM & UIM 1,000,000 CSL	Covers all owned vehicles Bodily Injury and Property Damage, \$5,000 Med.Pay, \$50 Deductible Comprehensive and \$250 Deductible Collision	10-1-89 to 10-1-90	\$ 3,704	\$ 6,664
	B. Hired & Non-Owned			Covers insured for vicarious liability of employees use of own automobiles on school business		\$ 40	\$ 291
IV	UMBRELLA LIABILITY	Cincinnati Ins. Co. CCC 2511268 Wilkins-Lowe & Co.	\$3,000,000	Umbrella Liability insurance over above basic liability coverages, \$10,000 retention on losses not insured under basic coverage. First Dollar Defense. Due to restricted market this policy contains some important limitations of coverage: 1. Excludes asbestos claims 2. Excludes athletic participants from coverage 3. Excludes malpractice (student nurses)	TOTAL 10-1-89 to 10-1-90	\$ 3,744 \$ 4,950	\$ 6,955 \$ 4,950

SAUK VALLEY COMMUNITY COLLEGE
SUMMARY OF COVERAGES

P.3

ITEM	TYPE OF COVERAGE	COMPANY, POLICY NO. & AGENCY	AMOUNT OF LIMITS	DESCRIPTION	POLICY PERIOD	(CURRENT) ANNIV. PREMIUM	PREVIOUS PREMIUM
V	EDUCATOR'S LIABILITY	International 524-106308 Wilkins-Lowe & Co.	\$1,000,000	Covers alleged "wrongful acts" on part of members of the board and all other employees of school district, \$5,000 Retention. Contains Pollution and Asbestos Exclusion This is a "claims made" policy	8-21-89 to 8-21-90	\$ 5,083	\$ 4,841
VI	BOILER & MACHINERY	Cincinnati Ins. Co. BMS 2617636 Wilkins-Lowe & Co.	\$5,000,000	Covers all boilers. Broad Form Repair and Replacement on a blanket group basis	10-1-87 to 10-1-90	\$ 1,044	\$ 1,044
VII	WORKERS COMPENSATION	Indiana Ins. Co. 26-029-754-90 Wilkins-Lowe & Co.	\$ 500,000 BI Acc 500,000 BI Disease Ea. Empl. 500,000 BI Disease Policy Limit	Statutory coverage on employees injured in course of employment	10-1-89 to 10-1-90	Deposit Prem. \$27,915	\$28,793
VIII	ACCIDENT INSURANCE	Federal A. Board & Prof. Empls. 64000583 Wilkins-Lowe & Co.	\$ 50,000 Prin. Sum 300,000 Agg.	Covers Board Members and Professional Employees while traveling away from school premises on school business	10-1-89 to 10-1-90	\$ 660 Deposit Premium	\$ 660
	B. Nursing Students	Federal 64037298 Wilkins-Lowe & Co.	\$ 5,000 Prin. Sum	Covers students while away from residence or SVCC for accidental injury	8-31-89 to 8-31-90	\$ 750 Deposit Premium	Same
	C. Nursey School	Student Plans, Inc. All American A1-MO-B125 Wilkins-Lowe & Co.	\$ 1,000 Death 7,500 Dismemb 5,000 Med. Exp.	Covers all nursery school students No deductible	9-1-89 to 9-1-90	\$ 318.75	\$ 318.75
IX	PUBLIC OFFICIAL BOND	Kemper 3S287277-02 Peterson-Detweiler	\$2,500,000	Treasurer's Bond	7-1-89 to 7-1-92	\$2,114	\$1,358 (2 Yr)
	PUBLIC OFFICIAL BOND	Kemper 3SM637181-01 Peterson-Detweiler	\$ 850,000	Site and Construction Bond	7-1-89 to 7-1-92	\$1,720 (3Yr)	\$1,720

YUK VALLEY COMMUNITY COLLEGE
SUMMARY OF COVERAGES

P. 4

ITEM	TYPE OF COVERAGE	COMPANY, POLICY NO. & AGENCY	AMOUNT OF LIMITS	DESCRIPTION	POLICY PERIOD	(CURRENT) ANNIV. PREMIUM	PREVIOUS PREMIUM
X	SPORTS ACCIDENTS	Union Labor Life Ins. Co. 208190090639 Peterson-Detweiler	\$ 10,000 D&D 10,000 Blk Med. Pay.	Covers athletic team while traveling to and from, and engaging in athletic contests including practice. Includes coaches and manager. Zero deductible	9-1-89 to 9-1-90	\$2,120.40	\$1,982 (actual)
XI	GROUP LIFE HOSPITAL SURGICAL & MAJOR MEDICAL	Prudential Ins. Co. 42675 *****	***** Life equal to one times basic annual earnings Hospital \$45 Daily Limit Surgical \$2,000 Modified Schedule Major Medical - \$100 Deductible; 80/20 Contribution only on first \$2,500 Accident Benefit Maximum Benefit - Unlimited	Coverage all full-time employees	9-1-74 Ann.	Variable	

For Board Meeting of
January 22, 1990

Agenda Item H

PART-TIME FACULTY

The part-time instructors listed on the attached memorandum are being submitted for Board approval as they will be teaching during the spring semester.

RECOMMENDATION: Board approval of the attached list of part-time instructors.



MEMORANDUM

DATE: January 16, 1990

TO: Dr. Behrendt

FROM: Virginia Thompson *JJ*

SUBJECT: Part-time Faculty for Board Approval

The following new part-time faculty need to be approved by the SVCC Board of Trustees:

Community Services

Bauer, Bernadine
Behrendt, Teddy
Corwell, Doris
Crofton, Patti
Fogg, Barrie
Hunkins, Carl
Hill, Julia
Kuhnert, Nancy
Letourneau, Dan
Meyers, Kim
Murphy, Mel
Port, Linda

Arts, Social Science and P.E.

Suppan, Heinz Dietrich - Humanities

Allied Health

Kreps, Nancy - CNA

Business, Technology and Natural Science

Corwin, Al - Technology
Michel, Steve - Business
Zinanni, Linda - Business

Dixon Correctional Center

Devers, Susan - Social Science
Leatherwood, Richard - P.E.
Murray, Ginger - Humanities
Simpson, Bert - Social Science
Wells, Larry - Business
Wright, Jerry - Social Science

For Board Meeting
of January 22, 1990

Agenda Item I-1

MILEAGE REIMBURSEMENT POLICY
(FIRST READING)

At the last Board meeting, discussion was held on the college mileage reimbursement policy and the Board requested the administration submit a new policy making the rate per mile agree with the IRS rate and effective each year on July 1.

CURRENT POLICY

Reimbursement when using personal automobiles for college travel will be at the rate of 24 cents per mile. ...

PROPOSED POLICY

On July 1 of each year, the rate for reimbursement when using personal automobiles for college travel will be adjusted to reflect the current IRS tax deduction rate.

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

For Board Meeting
of January 22, 1990

Agenda Item I-2

BOARD ORGANIZATION POLICY (SECOND READING)

Following Board direction at the November meeting, attached is a revision to Policy 107.01 Organization and Meeting of the Board of Trustees. The change reflects the wishes of the Board to create a two-year term for officers.

RECOMMENDATION: Board approval for second reading of the attached policy, with the change to be effective December 1, 1990 (after the next Board officers election).

SECOND READING107.01 Organization and Meeting of the Board of Trustees

After each election of members, the Board will meet on or before the first Monday in December to certify the election results and organize by electing a Chairman, Vice-Chairman, and a Secretary. Each for one year terms. Other reorganizational activities such as the following shall also be completed:

- Appoint the Treasurer
- Appoint the attorney for the district
- Designate the bank depositories
- Designate regular monthly dates for Board meetings
- Pass a resolution to reconfirm existing policies and regulations

On alternate years, said election of the officers of the Board shall be held at the November meeting.

The Board shall meet at the college in regular session on the fourth Monday of each calendar month except when changes are announced in advance. Meetings will be scheduled for 7:00 p.m. unless otherwise announced in advance.

Revised 3/23/81

Revised 7/27/81

Revised 10/24/83

Revised 8/27/84

Updated 3/23/87

For Board Meeting
of January 22, 1990

Agenda Item I-3

BOARD MEETING DATES

Below are listed four dates when the normal Board meeting date will present a conflict. In the last column I have suggested an alternative date.

<u>Regular Meeting Date</u>	<u>Conflict</u>	<u>Suggested Date</u>
April 23	AACJC-Annual Meeting	Monday, April 30
May 28	Memorial Day	Tuesday, May 29
June 25	CNCCJC-Deans Academy	Monday, June 18 or Monday, July 2
July 23	CNCCJC-Deans Academy	Monday, July 30

RECOMMENDATION: Board approval to change the regular meeting dates to alleviate these conflicts.

For Board Meeting
of January 22, 1990

Agenda Item I-4

FACULTY SENIORITY LIST

As the Board is aware, a recent law requires that we establish a list of faculty by seniority in the event there would ever be a reduction in force. This list has been researched historically by the administration, reviewed by Attorney Pace, and is presented for Board of Trustees approval. Following approval, this must be sent to the faculty association by February 1 each year.

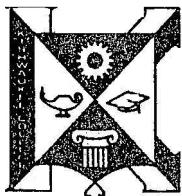
RECOMMENDATION: Board approval of the attached faculty seniority list.

FACULTY SENIORITY LIST

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
1.	Youker, David	6-20-66	6-2-66	Biology
2.	Weller, Mary	6-20-66	6-10-66	Biology
3.	Guinnup, Max	6-27-66	6-22-66	Music
4.	Palumbo, Frank	6-27-66	6-24-66	Physical Education
5.	Mathis, Jerry	7-7-66		Speech
6.	Vrhel, George	8-9-66		Sociology/ Psychology
7.	Heuck, Dale	3-27-67		Chemistry
8.	Pinter, Karen	5-10-67		Academic Skills/English
9.	Matter, Robert	6-26-67	5-27-67	Art
10.	Lillyman, Kathryn	6-26-67	6-12-67	Language/ English
11.	Nesbit, Fred	7-24-67		Psychology
12.	Nelson, Harold	8-14-67	7-24-67	Med Lab
13.	Wharton, Robert	8-14-67	8-5-67	Social Science
14.	Burton, Donald	8-14-67	8-14-67	Business
15.	Melvin, Joan	8-28-67		Nursing
16.	Harding, Thomas	5-27-68	4-29-68	Physics/Math
17.	Hartje, Ronald	5-27-68	5-5-68	Accounting
18.	Beatty, Edward	5-27-68	5-24-68	English
19.	Paulsen, Duane	5-27-68	5-26-68	Learning Resource Center
20.	Grossman, Leona	8-25-69		Nursing
21.	Barber, James	5-11-70	5-5-70	Speech/English

NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
22. Thomas, Robert	6-22-70		Learning Resource Center
23. Dill, Ross	8-10-70	8-1-70	English
23. Oster, Charles	8-10-70	8-1-70	Drafting
25. Logemann, Robert	7-19-72		Diesel/Automotive
26. Hedstrom, Ruth	5-8-73		Music
27. Johnson, Rosemary	7-22-74	7-28-74	Nursing
27. Happach, Ronald	7-22-74	7-28-74	Heating, Air Conditioning, Quality Control
29. Gates, Carl	8-13-74		Business
30. Bailey, Glenn	5-27-75		Office and Administrative Services
31. Wigginton, Betty	8-23-76		Audio Visual
32. Shippert, Stanley	7-11-77		Rad Tech
33. Frana, Jerry	8-22-77		Machine Tool
34. White, Peggy	5-16-78		Med Lab
35. Paterson, Charles	8-14-78		Automotive
36. West, Charles	8-14-79		Accounting
37. Cox, Doris	8-21-80		Academic Skills
38. Ralph Pifer	8-4-81		Psychology/Sociology
39. Hustad, Michael	8-12-82		Counselor
40. Willett, Mary	11-22-82		Nursing
41. Clydesdale, David	8-29-83		Math
42. Cogdall, Jean	7-23-84		Electronics

NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
43. McNeal, Norman	7-17-85		Data Processing/ Physics
44. Breed, Thomas	9-23-85		Counselor
45. Leseman, Jolene	4-28-86	5-9-86	Physical Education
46. Kerber, Joan	4-28-86	5-11-86	Counselor
47. Giesen, Linda	8-25-86		Criminal Justice
48. Wardell, John	6-22-87		Electronics
49. Day, Dennis	7-27-87	7-2-87	Data Processing
50. Gehlbach, Chris	7-27-87	7-13-87	Nursing
51. Etter, Ernie	7-26-88		Math
52. Kretz, Michael	11-22-88		Rad Tech
53. Shaff, Steven	5-22-89		Math
54. Roach, William	6-26-89	7-14-89	English
55. Williamson, Judy	6-26-89	7-20-89	English
56. Turk, Kay	7-31-89	8-2-89	Learning Assistance Center
57. Hill, Debi	7-31-89	8-3-89	Speech/English



OFFICE OF THE
PRESIDENT

Agenda Item: J-2

KISHWAUKEE COLLEGE

MALTA, ILLINOIS 60150-0500 / TELEPHONE (815) 825-2086

Equal Opportunity Employer

Memorandum

To: Northwest Region ICCTA Trustees and Presidents:
Highland
Illinois Valley
Kishwaukee
Rock Valley
Sauk Valley

From: John Roberts, Chairman *JR*

Subject: February Meeting

Date: January 10, 1990

The February meeting of the Northwest Region of ICCTA is scheduled to begin with a buffet dinner at 6:30 p.m. on Wednesday, February 7, 1990. The meeting will be held at Kishwaukee College in room C-147. Enclosed is a map showing the location of room C-147.

The program for the evening will include a presentation regarding Kishwaukee College's cooperative efforts with its district high schools including the college's providing of high school level vocational courses for a consortium of six schools.

As a reminder, the remaining meetings of the Northwest Region are scheduled as follows:

April 4 - Illinois Valley
June 6 Sauk Valley

I look forward to seeing you on February 7. We request that each president notify the president's office at Kishwaukee of the number expected to attend by Friday, February 2

cc Gary Davis
enc Map of Kishwaukee College Campus and Area

BILLS PAYABLE

JANUARY 22, 1990

EDUCATION FUND

192-000-539 VOID CHECK #14155 paid November \$ (395.00)

192-000-544.02	POSTMASTER	Annual bulk fee	14463	60.00
192-000-544.02	POSTMASTER	Annual permit fee	14464	260.00
192-000-544.02	POSTMASTER	Bulk mailing	14465	300.00
120-000-545	ROBERT THOMAS	Records purchased	14466	89.71
100-000-421	SVCC RESTRICTED PURP. FUND	Tuition - DCC	14467	86,463.40
110-400-541.02	UNIVERSITY OF ILLINOIS	Supplies - 153.50		
110-500-541.02	x x x	42.50	14468	196.00
110-711-534	COULTER ELECTRONICS INC.	Maint.	14469	1,800.00
191-000-535	COMMUNITY UNIT DIST. #5	Legal services	14470	48.87
192-000-546	I.C.C.T.A.	Dues	14471	2,256.00
192-000-544.02	POSTMASTER	First class mailing	14472	399.75
181-000-559	T.I.A.A.	Pres. insurance	14473	91.12
	SVCC PAYROLL FUND	12-31-89 Payroll	14474	191,779.11
192-000-544.02	POSTMASTER	Grade mailing	14475	689.00
138-000-550	JOHN SAGMOE	Student Serv. luncheon	14476	120.42
	SVCC PAYROLL FUND	1-15-90 Payroll	14477	151,418.59
181-000-550	AACJC CONVENTION REGISTRATION	Registration	14478	241.00
181-000-550	AMERICAN EXPRESS	Pres. travel	14479	77.25
138-000-550	CNCCJC	Conf. fee-Sagmoe	14480	260.00
176-000-575	CENTEL	Services	14481	2,494.06
176-000-575	CENTEL	Services	14482	2,521.88
				\$441,171.16
0.300.541.02	A & B AUTO BODY SUPPLY	SUPPLIES	14,483	54.43
0.600.541.01	ACT PROGRAM INC	SUPPLIES	14,484	125.00
0.810.547.00	THE AMBOY NEWS	PUB RELA	14,485	20.75
0.316.541.02	AMERICAN GUIDANCE SERV	SUPPLIES	14,486	63.60
0.714.541.02	AMERICAN HEALTHCARE	SUPPLIES	14,487	59.50
0.000.545.00	AMERICAN SOC FOR QUALITY CONTROL	BOOKS	14,488	50.90
0.012.541.02	AMERICAN VOC ASSN	SUPPLIES	14,489	80.00
0.300.541.02	ARATEX SERVICES	SUPPLIES	14,490	15.14
2.000.541.01	ARCH ASSOCIATES CORP	SUPPLIES 223.00		
5.000.541.01	x x	85.00	14,491	308.00
1.000.541.01	ASSESSMENT & PLACEMENT SERV	SUPPLIES	14,492	6.00
0.000.545.00	BAKER & TAYLOR	BOOKS	14,493	168.16
0.000.545.00	BAKER & TAYLOR	BOOKS	14,494	1,924.81
1.000.550		TRAVEL	14,495	13.44
1.000.559.00		EXPENSES	14,496	400.00
1.000.556.00	BEHRENS FLOWER SHED	FLOWERS	14,497	29.50
0.512.541.02	BENDER & BLOCK	SUPPLIES 4.95		
2.000.585.00	x x	BASS DRUM 168.00	14,498	172.95
0.300.541.02	BENNETT COMPANIES	SUPPLIES 12.50		
0.711.541.02	x x	4.00	14,499	
0.600.541.02	BIOCAM COMMUNICATIONS INC	SUPPLIES	14,500	

1 0.812.550.00	BRANDYWINE RESTAURANT	220.40	LUNCHES	
1 0.812.550.00	X X	3.95		
1 1.000.550.00	X X	10.49		
1 2.000.550.00	X X	11.74		14.5 01 246.58
1 0.800.542.00	BUTLER PAPER	SUPPLIES		14.5 02 239.51
1 0.810.547.00	THE CARROLL CO REVIEW	PUB RELA		14.5 03 72.00
1 0.810.547.00	CLASSIC PHOTOGRAPHERS	PUB RELA		14.5 04 56.00
1 1.000.541.01	COLLEGE BOARD PUBLICATIONS	SUPPLIES		14.5 05 19.90
1 2.000.541.01	COMMERCE CLEARING HOUSE	SUPPLIES		14.5 06 19.45
1 0.711.534.00	COMMITTEE ON ALLIED HEALTH	ANNUAL FEE 75.00		
1 0.714.534.00	X X	75.00		14.5 07 150.00
1 0.812.550.00	CONSOLIDATED MANAGEMENT CO	MEETINGS 34.75		
1 0.812.550.00	X X	6.75		
1 1.000.550.00	X X	40.00		
1 2.000.539.00	X X	112.50		14.5 08 194.00
1 0.810.547.00	RICHARD CULLOM	PUB RELA		14.5 09
1 1.300.541.02	DEERE & CO	SUPPLIES		3
1 0.300.541.02	DIXON AUTO SUPPLY	SUPPLIES		14.5 11 35.92
1 0.711.534.00	R K DIXON CO	SERVICE 61.67		
1 0.712.534.00	X X	61.67		
1 0.713.541.02	X X	30.80		
1 0.714.534.00	X X	61.66		14.5 12 215.80
1 0.000.534.00	DIXON PUBLIC LIBRARY	TELECOMM		14.5 13 280.59
1 1.300.541.02	DOALL ROCKFORD CO	SUPPLIES		14.5 14 92.49
1 6.000.534.00	EDWARD DUFFY	TITLE 3 CONSULT		14.5 15 727.50
1 0.711.534.00	EASTER SCIENTIFIC INSTRUMENT CO	REPAIRS		14.5 16 835.30
1 2.000.550.00	ROBERT EDISON	TRAVEL		14.5 17 133.90
1 2.000.505.00	EDUCATIONAL SERVICE CENTER NO 8	EQUIPMENT		14.5 18 2,195.60
1 1.000.556.00	EMERALD HILL	XMAS PARTY		14.5 19 550.00
1 0.410.541.02	EMERGENCY FILM GROUP	SUPPLIES		14.5 20 35.00
1 0.400.541.02	FILM & VIDEO LIBRARY	FILMS		14.5 21 58.35
1 0.200.541.02	FLORALCREST	SUPPLIES		14.5 22 37.05
1 0.714.550.00	CASSIE FRANCISCO	TRAVEL		14.5 23 102.76
1 0.813.541.02	BEN FRANKLIN PRINTING	SUPPLIES		14.5 24 34.60
1 0.000.541.01	FUND RAISING MANAGEMENT	SUBSCR		14.5 25 45.00
1 0.000.541.03	GAYLORD BROS	SUPPLIES		14.5 26 82.68
1 0.812.550.00	ZOLLIE HALL	TRAVEL		14.5 27 129.76
1 0.000.541.01	HASKELLS	SUPPLIES 88.25		
1 2.000.541.01	X X	130.59		14.5 28 218.84
1 0.000.544.01	THE HIGHSMITH CO	SUPPLIES		14.5 29 145.05
1 0.000.541.01	HOHENADEL PRINTING CO	SUPPLIES		14.5 30 364.92
0 0.813.550.00	RICHARD HOLTAM	TRAVEL		14.5 31 43.62
0 0.816.541.02	HONORS COUNCIL OF THE ILLINOIS REG	DUES		14.5 32 35.00
0 0.000.575.02	HUGHES BUSINESS TELEPHONES	SERVICE		14.5 33 576.16
0 1.000.541.02	I B M	SUPPLIES 504.00		
0 5.000.541.01	X	28.40		
0 2.000.505.00	X X	EQUIPMENT 4097.00		14.5 34 4,629.40
0 1.000.549.00	ILLINI TROPHY	SUPPLIES		14.5 35 22.50
0 0.010.547.00	IMAGE DESIGNS	PUB RELA		4.5 36 75.00
0 0.600.541.02	INTERLAKE CONTINENTAL WATER SYS	SUPPLIES		
0 0.711.541.02	X X			14.5 37
0 1.000.541.02	INVISION INC			14.5 38

0.300.541.02	JAMECO ELECTRONICS	SUPPLIES	14.539	158.83
0.712.550.00	ROSEMARY JOHNSON	TRAVEL	14.540	98.67
8.000.541.01	JOSSEY BASS INC	SUPPLIES	14.541	16.75
0.810.547.00	K R O S	PUB RELA	14.542	30.00
2.000.585.00	KIDDER MUSIC SERVICE INC	EQUIPMENT	14.543	1,790.00
0.000.544.01	KLAUS RADIO INC	SUPPLIES 720.70		
2.000.585.00	X X	2019.08	14.544	2,739.78
0.714.550.00	MICHAEL T KRETZ	TRAVEL	14.545	218.46
6.000.550.00	KAREN KYLEN	TRAVEL	14.546	758.67
0.000.541.03	THE LIBRARY OF CONGRESS	SUPPLIES	14.547	20.00
0.010.550.00	CAROL LOVEKIN	TRAVEL	14.548	9.60
0.510.541.02	LUCKS MUSIC LIBRARY	SUPPLIES	14.549	56.39
0.512.534.00	ROBERT D LUDDEN	TUNING HARPSICHORD	14.550	90.00
0.100.550.00	NORMAN MCNEAL	TRAVEL	14.551	239.85
0.000.544.01	3M CO.	SUPPLIES	14.552	770.40
0.000.545.00	MACMILLAN PUBL CO	BOOKS	14.553	40.18
0.000.550.00	RONALD MARLIER	TRAVEL	14.554	21.60
0.110.541.02	M A V C C	SUPPLIES	14.555	85.00
0.300.541.02	MID AMERICAN CO	SUPPLIES	14.556	98.48
0.300.541.02	MIDWEST EDUSYSTEMS INC	SUPPLIES	14.557	292.50
0.712.541.02	MIDWEST HOME HEALTHCARE SUPPLY	SUPPLIES	14.558	107.62
0.100.534.00	MUELLER AUDIO VISUAL	SERVICE 24.50		
0.000.534.00	X X	50.20		
0.000.541.01	X X	589.08		
2.000.550.00	X X	EQUIP 3353.51	14.559	4,017.29
0.800.542.00	MULTIGRAPHICS	SUPPLIES	14.560	1,089.52
2.000.546.00	N A E I R	SUPPLIES	14.561	39.50
0.600.541.02	NASCO	SUPPLIES	14.562	46.40
0.013.541.02	N C E A	MEMBERSHIP	14.563	75.00
0.000.541.01	NATIONAL COMPUTER SYSTEMS	SUPPLIES	14.564	542.56
0.000.545.00	NATIONAL GEOGRAPHIC SOC	BOOKS	14.565	28.95
0.100.541.02	OASIS LASER SUPPLY INC	SUPPLIES 29.99		
0.712.541.02	X X	29.99		
0.000.541.01	X X	64.17	14.566	124.15
0.810.550.00	KRISTIN L OLSEN	TRAVEL	14.567	542.31
0.810.547.00	OREGON REPUBLICAN REPORTER	PUB RELA	14.568	20.00
0.300.550.00	CHARLES OSTER	TRAVEL	14.569	26.02
0.512.541.02	OXFORD UNIV PRESS	SUPPLIES	14.570	6.65
0.300.541.02	PENN TOOL CO	SUPPLIES	14.571	101.50
0.100.534.00	PETERSON OFFICE SERVICE	SERVICE 344.76		
0.000.537.00	X X	40.00		
0.000.534	X X	130.00		
2.000.537.00	X X	53.50		
2.000.585.00	X X	354.00	14.572	922.26
0.100.541.02	POPULATION REFERENCE BUREAU	SUPPLIES	14.573	5.00
2.000.585.00	PORTER ATHLETIC EQUIP	EQUIPMENT	14.574	260.02
0.010.547.00	PORTERS CAMERA STORE	SUPPLIES 26.09		
0.000.544.01	X X	257.71	14.575	283.80
0.000.541.01	PRACTICAL PSYCHOLOGY PRESS	SUPPLIES	14.5	14.45
2.000.585.00	PRATT AUDIO VISUAL	EQUIPMENT	14.5	727.00
0.000.541.01	PUBLISHERS TEST SERVICE	SUPPLIES	14.578	983.58
0.010.54	ROCK RIVER PRINTERS	PUB RELA		

0.810.547.00	ROYAL PUBLISHING CO	PUB INFO	14.580	155.00
0.714.541.02	SBM EQUIPMENT CENTER	SUPPLIES	6.25	
2.000.541.01	X X X	34.00	14.581	40.25
0.100.541.02	SVCC BOOKSTORE	SUPPLIES	2.76	
0.300.541.02	X X	3.63		
0.400.541.02	X X	64.00		
0.500.541.02	X X	7.01		
0.600.541.02	X X	6.15		
0.713.541.02	X X	1.11		
0.800.541.02	X X	2.49		
0.811.541.01	X X	.88		
0.813.541.02	X X	.76		
0.815.541.02	X X	4.70		
1.000.541.01	X X	34.53		
8.000.541.01	X X	3.02		
8.000.554.00	X X	42.36		
1.000.541.01	X X	48.23	14.582	221.63
0.300.550.00	SVCC RESTRICTED FUND	USE OF VAN	63.25	
0.410.550.00	X X	60.25		
0.714.550.00	X X	60.40		
0.716.550.00	X X	14.00	14.583	197.90
6.000.534.00	SVCC RESTRICTED FUND	DUFFY TAX	14.584	22.50
0.810.547.00	SHAWVER PRESS INC	PUB RELA	14.585	53.07
1.000.550.00	SHELL OIL CO	PRES TRAVEL	14.586	75.41
6.000.541.01	SHEPARDS MCGRAW HILL	SUPPLIES	14.587	40.50
0.714.550.00	STANLEY SHIPPERT	TRAVEL	14.588	144.96
5.000.534.01	SORBUS	MAINT	14.589	3,024.69
0.100.541.02	SPRINGER VERLAG NEW YORK	SUPPLIES	14.590	72.16
2.000.534.00	THE STANDARD REGISTER CO	SERVICE	14.591	150.00
1.000.556.00	SWARTLEYS	FLOWERS	14.592	31.75
0.000.550.00	ROBERT THOMAS	TRAVEL	14.593	55.40
2.000.541.01	THOMPSON PUBL GROUP	SUPPLIES	14.594	178.00
0.300.541.02	TUSSEY COMPUTER PRODUCTS	SUPPLIES	14.595	72.00
8.000.541.01	UARCO INC	SUPPLIES	132.21	
5.000.541.01	X X	1350.85	14.596	1,483.06
5.000.541.01	UNIQUE COMPUTER	SUPPLIES	14.597	90.00
0.000.544.01	VALIANT I.M.C.	SUPPLIES	14.598	40.96
0.400.541.02	UNIV OF ILLINOIS	SUPPLIES	14.599	119.14
0.010.547.00	W I X N	PUB RELA	14.600	296.00
0.010.547.00	W S D R	PUB RELA	14.601	1,000.00
0.010.547.00	W S S Q	PUB RELA	14.602	975.00
0.010.547.00	W N S PUBLICATIONS	PUB RELA	14.603	133.00
0.300.541.02	WAL MART	SUPPLIES	14.604	33.98
2.000.550.00	WILLIAM WEATHERS	TRAVEL	14.605	21.12
0.000.545.00	WEST PUBLISHING CO	BOOKS	14.606	95.00
0.000.550.00	BETTY WIGGINTON	TRAVEL	14.607	32.63
0.712.550.00	MARY WILLETT	TRAVEL	14.608	70.56
1.000.556.00	WILSON GREENHOUSES	FLOWERS	14.609	25.00
0.012.541.02	WORDPERFECT CORPORATION	SUPPLIES	14.610	241.50
0.100.541.02	WORDPERFECT PUBL CORP	SUPPLIES	26.00	
0.010.540.00	X X	16.00	14.611	42.00

5,000.541.01	XEPHON	SUPPLIES	14.6 12	75.00
0,000.541.01	XEROX CORPORATION	SUPPLIES	14.6 13	606.67
0.712.541.02	THE DAILY GAZETTE	SUPPLIES	28.86	
0.810.547.00	X X	281.40	14.6 14	310.26
0.712.541.02	THE DIXON TELEGRAPH	SUPPLIES	42.36	
0.810.547.00	X X	PATHFINDER	4470.50	
2,000.544.02	X X	XX POSTAGE	2474.29	14.6 15 6,987.15
8,000.549.00	JOSTENS	DIPLOMAS	14.6 16	6.74
2,000.505.00	PORTER ATHLETIC EQUIP	ADDTL TO CK #14574	14.6 17	100.00
0,000.545.00	GALE RESEARCH CO	RECORDS	14.6 18	252.05
	SVCC IMPREST FUND	MISC EXPENSES	14.6 19	1,413.42

53,267.70

Cks. #14463 - 14482 and void check

441,171.16

TOTAL EDUCATION FUND FOR JANUARY

\$494,438.86

LIABILITY, PROTECTION & SETTLEMENT

1292-000-523	WILKINS, LOWE & CO.	Workers comp audit	227	\$2,096.00
1292-000-528	WALDER RHODES PALEN & CORKEN	Multi peril	228	8,554.00
1292-000-527	DIXON NATIONAL BANK	Medicare 12/31 payroll	229	1,231.41
1292-000-527	DIXON NATIONAL BANK	Medicare 1/15 payroll	230	770.32

TOTAL LIABILITY, PROTECTION & SETTLEMENT FOR JANUARY

\$12,651.73

OPERATIONS & MAINTENANCE FUND

270-000-534.01	C & E GLASS CO.	Repairs	2385	\$1,255.00
270-000-534.01	CONE'S REPAIR	Repairs	2386	72.54
271-000-571	AMGAS, INC.	Service	2387	6,843.51
270-000-550	TECHNICAL SEMINARS & CONSULTING	Workshop-Riley	2388	120.00

\$8,291.05

0.000.573.00	COMMONWEALTH EDISON	SERVICE	2,389	37,067.47
1.000.573.00	COMMONWEALTH EDISON	SERVICE	2,390	24.14
0.000.541.04	DIXON PAINT CO	SUPPLIES	2,391	21.04
0.000.541.04	DULDER ELECTRIC SUPPLY	SUPPLIES	2,392	55.78
0.000.550.00	GARY DREW	TRAVEL	2,393	47.00
0.000.541.04	FRITCH HEATING/COOLING	SUPPLIES	2,394	195.68
0.000.534.01	HAROLD J GARBER	SERVICES	2,395	160.00
0.000.541.04	GRUMMERTS TRUE VALUE	SUPPLIES	2,396	60.85
0.000.550.00	GLADYS GUNTLE	TRAVEL	2,397	13.92
0.000.550.00	ROSS HERREN	TRAVEL	2,398	17.00
0.000.534.01	HONEYWELL INC	SERVICE	2,399	5,482.50
0.000.534.01	HOYLE ROAD EQUIPMENT	SERVICE	15.00	
0.000.541.04	X X	32.00	2,400	47.00
0.000.534.01	KATS EYE ALARM SYSTEMS	SERVICE	2,401	179.00
0.000.541.04	LARSON EQUIPMENT CO	SUPPLIES	2,402	142.93
0.000.541.04	LEE F S	SUPPLIES	2,403	433.05
0.000.534.01	JOHN A LOOS SONS INC	REPAIRS	2,404	709.80
0.000.534.01	DAVID MAYES	SERVICE	2,405	200.00
0.000.534.00	MONTGOMERY ELEVATOR	SERVICE	2,406	484.06
0.000.541.04	MURGAN SERVICES	SUPPLIES	2,407	152.30
0.000.550.00	FELIX NAPOLITANO	TRAVEL	2,408	131.20
0.000.534.01	KEN NELSON	REPAIRS	2,409	50.00
1.000.571.00	NORTHERN ILLINOIS GAS	SERVICE	2,410	59.31
0.000.534.01	ROCK VALLEY DISPOSAL	SERVICE	2,411	258.00
0.000.541.04	SVCC EDUCATION FUND	SUPPLIES	2,412	59.32
0.000.541.04	SBM EQUIPMENT CENTER	SUPPLIES	2,413	205.50
0.000.541.04	SENTRY POOL & CHEMICAL SUPPLY	SUPPLIES	2,414	18.75
0.000.541.04	SORENSEN JANITORIAL SUPPLY	SUPPLIES	2,415	2.08

✓00.5 34.01	VICS TOOL GRINDING	REPAIRS	2,4 16	27.00
✓00.5 41.04	WOODS	SUPPLIES	2,4 17	11.07
	SVCC IMPREST FUND	MISC EXPENSES	2,4 18	1 15.16

			46,4	30.91

Cks. #2385 - 2388 8,291.05

TOTAL OPERATIONS & MAINTENANCE FOR JANUARY \$54,721.96

IMPREST FUND

182-000-541.01	BOARDROOM CLASSICS	Supplies	8699	\$ 29.95
181-000-559	RICHARD L. BEHRENDT	Rotary lunches	8700	19.50
181-000-541.01	AACJC BOOKS	Supplies	8701	41.00
192-000-544.02	UNITED PARCEL SERVICE	Service	8702	80.57
110-712-534	AL QUICK	Honorarium	8703	25.00
192-000-544.02	WILLIAM WEATHERS	Postage	8704	8.75
110-813-541.02	RICHARD HOLTAM	Supplies	8705	8.50
181-000-550	RICHARD BEHRENDT	Travel	8706	12.00
270-000-534.01	YELLOW FREIGHT SYSTEMS	Freight charges	8707	57.58
181-000-556	I.C.P.C.C.P.	Expenses	8708	40.00
110-100-541.02	CONSUMER INFORMATION CENTER	Supplies	8709	5.00
192-000-544.02	UNITED PARCEL SERVICE	Service	8710	44.49
110-818-541.01	EDUCATIONAL TESTING SERVICE	Supplies	8711	5.00
	VOID CHECK		8712	
110-813-541.01	DARLENE BAUER	Supplies	8713	13.78
192-000-544.02	UNITED PARCEL SERVICE	Service	8714	17.27
110-712-541.02	NATIONAL LEAGUE FOR NURSING	Supplies	8715	78.00
181-000-559	RICHARD L. BEHRENDT	Rotary lunches	8716	13.50
192-000-544.02	UNITED PARCEL SERVICE	Service	8717	44.56
192-000-544.02	UNITED PARCEL SERVICE	Service	8718	4.00
	VOID CHECK		8719	
176-000-575	JOLENE LESEMAN	Phone calls	8720	17.55
110-410-534	SUE COLE	EMT Honorarium	8721	60.00
110-410-534	SANDRA DAUPHIN	EMT Honorarium	8722	60.00
110-410-534	ROBERT WIEBENGA	EMT Honorarium	8723	90.00
110-410-534	DR. THOMAS VINJE	EMT Honorarium	8724	30.00
110-410-534	JAMES J. PEPPER	EMT Honorarium	8725	95.00
110-410-534	LYNN PETERSON	EMT Honorarium	8726	25.00
110-410-534	ROBERT JOHNSON	EMT Honorarium	8727	40.00
110-410-534	GREG HOLDER	EMT Honorarium	8728	70.00
110-410-534	CONNIE HOLDER	EMT Honorarium	8729	80.00
110-410-534	STEVE MARSCHANG	EMT Honorarium	8730	70.00
110-410-534	CHARLES LEE	EMT Honorarium	8731	70.00
110-410-534	RANDALL BARNHART	EMT Honorarium	8732	35.00
110-410-534	WILLIAM WESCOTT	EMT Honorarium	8733	40.00
270-000-541.04	YELLOW FREIGHT SYSTEM	Freight charges	8734	57.58
110-410-534	KAMI KAETHER	EMT Exam helper	8735	20.00
110-410-534	ERIKA ERBY	EMT Exam helper	8736	20.00
110-410-534	ANGELA MOORE	EMT Exam helper	8737	20.00
110-410-534	FELICIA RANK	EMT Exam helper	8738	20.00
110-410-534	LYNN WILLIAMSON	EMT Exam helper	8739	20.00
110-410-534	SARA STACHOWIAK	EMT Exam helper	8740	20.00
110-410-534	LUKE LEWIS	EMT Exam helper	8741	20.00

\$1,528.58

EDUCATION FUND -	1413.42
BUILDING FUND	115.16

Total disbursements - 1528.58

Balance in fund - 1495.42

Total in fund - 3024.00

OFFICE OF BUSINESS SERVICES
SAUK VALLEY COMMUNITY COLLEGE

BUDGET SUMMARY REPORT

1/31/90
7 months - 58.3%

	R E V E N U E				E X P E N D I T U R E S		
	BEGINNING FY 89	BUDGET	TO DATE	%	BUDGET	TO DATE	%
	BALANCE (DEFICIT)						
GENERAL FUNDS							
Education Fund	\$662,296	\$5,536,860	\$2,435,277	44.0%	\$5,562,923	\$2,550,161	45.8%
Operations, Building & Maintenance Fund	504,187	450,750	346,487	76.9%	495,650	216,671	43.7%
TOTAL OPERATING FUND	\$1,166,483	\$5,987,610	\$2,781,764	46.5%	\$6,058,573	\$2,766,832	45.7%
SPECIAL REVENUE FUNDS							
Liability, Protection & Settlement Fund (Insurance)	\$174,071	\$216,598	\$107,569	49.7%	\$170,000	\$87,886	51.7%
Audit Fund	\$33,116	\$20,300	\$9,993	49.2%	\$20,300	\$20,275	99.9%
Protection, Health & Safety Fund	(\$3,450)	\$322,751	\$155,329	48.1%	\$322,751	\$140,125	43.4%
PROPRIETARY FUNDS							
Bookstore Fund	\$411,088	\$449,100	\$304,127	67.7%	\$417,500	\$338,438	81.1%
OTHERS							
Working Cash Fund	\$2,563,678	\$1,000	\$115,344		\$0	\$0	
Building Bond Proceeds Fund (Site and Construction)	\$797,605	\$50,002	\$12,675		\$280,000	\$3,201	

SAUK

BUDGET REPORT

JANUARY 31, 1990

EDUCATION FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	101,894.76	101,894.76	79,251.48	22,643.28	23,7403.00	135,508.24	135,508.24
DIV OF BUS CONTR SERV	3,414.20	3,414.20	3,044.94	369.26	10,500.00	7,055.80	7,055.80
DIV OF BUS SUPPLIES	5,986.00	5,986.00	4,712.90	1,273.10	11,475.00	5,489.00	5,489.00
DIV OF BUS CONF & MEETINGS	379.69	379.69	139.84	239.85	1,400.00	1,020.31	1,020.31
FOOD SERV CONTR SERV	750.00	750.00	750.00	.00	1,000.00	250.00	250.00
FOOD SERV SUPPLIES	2,527.98	2,527.98	2,442.98	85.00	500.00	2,027.98	CR 2,027.98 CR
FOOD SERV CONF & MEETINGS	34.12	34.12	34.12	.00	100.00	65.88	65.88
DIV OF AGRIC SUPPLIES	326.15	326.15	289.10	37.05	400.00	73.85	73.85
DIV OF INDUS ED SALARIES	90,975.96	90,975.96	70,759.08	20,216.88	219,320.00	126,344.04	126,344.04
DIV OF INDUS ED CONTR SERV	.00	.00	.00	.00	6,400.00	6,400.00	6,400.00
DIV OF INDUS ED SUPPLIES	12,778.54	12,778.5	11,171.21	1,607.33	15,670.00	2,891.46	2,891.46
DIV OF INDUS ED CONF & MEETINGS	763.93	763.93	674.66	89.27	1,400.00	636.07	636.07
COSMETOLOGY	3,105.00	3,108.00	3,108.00	.00	15,000.00	11,892.00	11,892.00
COSMETOLOGY SUPPLIES	.00	.00	.00	.00	300.00	300.00	300.00
HUMAN SERVICES CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
HUMAN SERV SUPPLIES	956.00	956.00	840.43	115.57	1,200.00	244.00	244.00
HUMAN SERV CONF & MEETINGS	.00	.00	.00	.00	250.00	250.00	250.00
DIV OF SOC SCI SALARIES	58,244.40	58,244.40	45,301.20	12,943.20	132,646.00	74,401.60	74,401.60
DIV OF SOC SCI SUPPLIES	2,527.60	2,527.60	1,645.51	679.09	5,070.00	2,542.40	2,542.40
DIV OF SOC SCI CONF & MEETINGS	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
E M T CONTR SERV	905.00	905.00	.00	905.00	2,500.00	1,595.00	1,595.00
E M T SUPPLIES	171.31	171.31	136.31	35.00	400.00	228.69	228.69
E M T CONF & MEETINGS	.00	.00	.00	.00	200.00	200.00	200.00
CRIMINAL JUSTICE SALARIES	7,169.22	7,169.22	5,576.06	1,593.16	25,744.00	18,574.78	18,574.78
CRIM JUS CONTR SERV	.00	.00	.00	.00	200.00	200.00	200.00
CRIM JUS SUPPLIES	375.32	375.32	358.78	16.54	1,500.00	1,124.68	1,124.68
CRIM JUS CONF & MEETINGS	60.25	60.25	.00	60.25	600.00	539.75	539.75
DIV OF HUMANITIES SALARIES	107,296.65	107,296.65	83,452.95	23,843.70	284,431.00	182,134.35	182,134.35
DIV OF HUMAN. SUPPLIES	1,792.81	1,792.81	1,501.83	290.98	3,600.00	1,807.19	1,807.19
DIV OF HUMAN. CONF & MEETINGS	1,016.72	1,016.72	1,016.72	.00	2,600.00	1,783.28	1,783.28
ART DEPT SALARIES	17,038.53	17,038.53	13,252.19	3,786.34	34,077.00	17,038.47	17,038.47
ART DEPT CONTR SERV	270.00	270.00	270.00	.00	600.00	330.00	330.00
ART DEPT SUPPLIES	124.69	124.69	119.17	5.52	400.00	275.31	275.31
ART DEPT CONF & MEETINGS	.00	.00	.00	.00	200.00	200.00	200.00
MUSIC DEPT SALARIES	24,934.50	24,934.50	19,393.50	5,541.00	66,492.00	41,557.50	41,557.50

<u>Account</u>	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MUSIC DEPT CONTR SERV	315.00	315.00	225.00	90.00	1,800.00	1,485.00	1,485.00
MUSIC DEPT SUPPLIES	1,942.57	1,942.57	1,863.61	78.96	4,450.00	2,507.43	2,507.43
MUSIC DEPT CONF & MEETINGS		.00		.00	600.00	600.00	600.00
DIV OF MATH SCI SALARIES	97,807.05	97,807.05	76,072.15	21,734.90	216,854.00	114,046.95	114,046.95
DIV OF MATH SCI CONTR SERV		.00		.00	900.00	900.00	900.00
DIV OF MATH SCI SUPPLIES	5,233.44	5,233.44	4,882.44	351.00	11,650.00	6,416.56	6,416.56
DIV OF MATH SCI CONF & MEETINGS	1,171.79	1,171.79	1,171.79	.00	1,400.00	228.21	228.21
MED LAB TECH SALARIES	24,692.13	24,692.13	24,551.79	5,140.34	63,784.00	34,091.87	34,091.87
MED LAB TECH CONTR SERV	5,239.97	5,239.97	2,468.00	2,771.97	9,210.00	3,970.03	3,970.03
MED LAB TECH SUPPLIES	5,212.84	5,212.84	5,005.97	206.87	11,055.00	5,842.16	5,842.16
MED LAB TECH CONF & MEETINGS	385.53	385.53	385.53	.00	1,040.00	654.47	654.47
ADN SALARIES	31,351.59	31,351.59	24,384.57	6,967.02	83,664.00	52,252.41	52,252.41
ADN OFC SALARIES	8,767.46	8,767.46	7,418.62	1,348.84	16,186.00	7,418.54	7,418.54
ADN CONTR SERV	161.67	161.67	75.00	86.67	300.00	138.33	138.33
ADN SUPPLIES	1,984.83	1,984.83	1,606.95	377.88	4,837.00	2,852.17	2,852.17
ADN CONF & MEETINGS	1,102.18	1,102.18	932.95	1,69.23	1,450.00	347.82	347.82
LPN SALARIES	20,104.56	20,104.56	15,636.88	4,467.68	53,612.00	33,507.44	33,507.44
LPN CONTR SERV		.00		.00	250.00	250.00	250.00
LPN SUPPLIES	1,354.97	1,354.97	1,267.20	87.77	2,230.00	875.03	875.03
LPN CONF & MEETINGS	169.44	169.44	169.44	.00	600.00	430.56	430.56
RAD TECH SALARIES	27,189.50	27,189.50	22,434.50	4,755.00	57,060.00	29,870.50	29,870.50
RAD TECH CONTR SERV	1,421.65	1,421.65	1,284.99	1,36.66	3,220.00	1,798.35	1,798.35
RAD TECH SUPPLIES	1,368.27	1,368.27	1,212.54	155.73	3,395.00	2,026.73	2,026.73
RAD TECH CONF & MEETINGS	1,806.42	1,806.42	1,279.84	526.58	4,700.00	2,693.58	2,693.58
DIV OF PHYS ED SALARIES	15,236.65	15,236.65	15,867.75	13,649.90	57,200.00	41,963.35	41,963.35
DIV OF PHYS ED CONTR SERV	848.30	848.30	848.30	.00	2,800.00	1,951.70	1,951.70
DIV OF PHYS ED SUPPLIES	723.78	723.78	356.31	367.47	850.00	126.22	126.22
DIV OF PHYS ED CONF & MEETINGS		.00		.00	500.00	500.00	500.00
NURSING ASST CONTR SERV	.00	.00		.00	200.00	200.00	200.00
NURSING ASST SUPPLIES	675.94	675.94	675.94	.00	1,050.00	374.06	374.06
NURSING ASST CONF & MEETINGS	49.10	49.10	35.10	14.00	250.00	200.90	200.90
INFO OFC & WORKROOM SALARIES	27,875.37	27,875.37	23,695.43	4,179.94	51,649.00	23,823.63	23,823.63
INFO OFC FED WORK STUDY	4,090.22	4,090.22	3,320.59	769.63	13,000.00	8,909.78	8,909.78
WORKROOM FED WORK STUDY	1,881.81	1,881.81	1,632.25	249.56	5,000.00	3,118.19	3,118.19
WORKROOM CONTR SERV	9,210.00	9,210.00	9,210.00	.00	9,210.00	.00	.00
INFO OFC CONTR SERV	650.00	650.00	650.00	.00	450.00	200.00	200.00
UNALLOCATED CONTR SERV	304.50	304.50	264.50	40.00	1,100.00	795.50	795.50
INFO OFC SUPPLIES	241.67	241.67	194.12	47.55	1,450.00	1,208.33	1,208.33

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unencumbered
INSTITU COMM SUPPLIES	.00		.00	300.00	300.00	300.00
WORKROOM SUPPLIES	1,004.87	1,664.73	659.86	1,000.00	2,004.87	2,004.87
PUB RELA ADMIN SALARIES	17,604.21	17,604.21	14,895.87	2,708.34	32,500.00	14,895.79
PUB RELA SECR SALARIES	2,230.00	2,230.00	1,690.00	540.00	7,000.00	4,770.00
PUB RELA SUPPLIES	43,332.25	43,332.25	34,474.55	8,858.20	94,600.00	51,267.75
PUB RELA CONF & MEETINGS	2,188.79	2,188.79	1,646.48	542.31	1,300.00	888.79
ASST DEAN ARTS & SOC SCI SALARY	24,120.98	24,120.98	20,410.6	3,710.92	44,531.00	20,410.02
PART TIME OVERLOAD	36,333.42	36,333.42	19,607.83	16,725.59	49,000.00	12,666.58
NIGHT PREMIUMS	200.00	200.00	200.00	.00	200.00	200.00
SUMMER SALARIES	45,269.60	45,269.60	45,269.60	.00	47,250.00	1,980.40
SECR SALARIES	9,157.98	9,157.98	7,749.6	1,408.92	16,907.00	7,749.02
FED WORK STUDY	3,940.37	3,940.37	3,626.32	314.05	12,000.00	8,059.63
CONTR SERV	259.04	259.04	259.04	.00	500.00	240.96
SUPPLIES	190.13	190.13	155.92	34.21	900.00	709.87
CONF & MEETINGS	628.82	628.82	619.22	9.60	2,500.00	1,871.18
ASST DEAN BUS & TECH SALARY	26,168.48	26,168.48	22,142.56	4,025.92	48,311.00	22,142.52
PART TIME OVERLOAD	29,916.27	29,916.27	16,368.75	13,607.52	130,000.00	100,083.73
NIGHT PREMIUMS	500.00	500.00	500.00	.00	500.00	500.00
SUMMER SALARIES	40,056.45	40,056.45	40,056.45	.00	43,000.00	2,943.55
SECR SALARY	10,084.23	10,084.23	8,532.81	1,551.42	18,617.00	8,532.77
FED WORK STUDY	8,357.20	8,357.20	7,020.15	1,337.05	15,979.00	7,621.80
SUPPLIES	736.72	736.72	411.75	324.97	1,200.00	463.28
CONF & MEETINGS	1,147.56	1,147.56	797.40	350.16	3,000.00	1,852.44
ASST DEAN COMM & EXTEM SERV	23,275.98	23,275.98	19,695.6	3,560.92	42,971.00	19,695.02
INSTR SALARIES	10,669.00	10,669.00	9,320.25	1,368.75	60,000.00	49,311.00
COORDINATORS	2,912.50	2,912.50	2,912.50	.00	8,000.00	5,087.50
SECR SALARY	7,628.27	7,628.27	6,454.69	1,173.58	14,083.00	6,454.73
FED WORK STUDY	557.77	557.77	433.82	123.95	1,570.00	1,012.23
CONTR SERV	280.00	280.00	280.00	.00	2,000.00	1,720.00
SUPPLIES	804.11	804.11	615.22	188.89	5,000.00	4,195.89
CONF & MEETINGS	618.89	618.89	575.27	43.62	2,250.00	1,631.11
DIR OF HEALTH & NAT SCI SALARIES	22,309.64	22,309.64	18,876.88	3,432.16	41,186.00	18,876.96
PART TIME OVERLOAD	9,374.08	9,374.08	8,672.24	701.84	45,000.00	35,625.92
SUMMER SALARIES	12,026.74	12,026.74	12,026.74	.00	20,000.00	7,973.26
FED WORK STUDY	2,676.61	2,676.61	2,395.21	281.40	4,820.00	2,143.39
CONTR SERV			.00	.00	200.00	200.00
SUPPLIES	215.83	215.83	134.43	61.40	1,200.00	984.17
CONFMEETINGS	39.36	39.36	39.36	.00	1,400.00	1,360.64

Account	Total	To Date	Prev. Mo.	To Date	This Mo.	Budget	Unencumbered
ACADEMIC SKILLS SALARIES	30,186.53	30,186.63	32,998.99	2,012.36	65,223.00	35,036.37	35,036.37
ACADEM SKILLS SUPPLIES	2,798.94	2,798.94	2,645.81	153.13	7,200.00	4,401.06	4,401.06
ACADEM SKILLS CONF & MEETINGS	138.00	138.00	138.00	.00	700.00	562.00	562.00
HONORS PROGRAM CONTR SERV		.00		.00	100.00	100.00	100.00
HONORS PROG SUPPLIES	97.22	97.22	47.41	49.81	400.00	302.78	302.78
HONORS PROG CONF & MEETINGS	34.75	34.75		34.75	250.00	215.25	215.25
DEAN OF INSTR SALARY	29,859.44	29,859.44	25,265.08	4,543.76	55,125.00	25,265.56	25,265.56
DEAN OF INSTR SECR SALARY	11,616.54	11,616.54	9,829.38	1,787.16	21,446.00	9,829.46	9,829.46
STUDENT TUTORS	257.95	257.95	257.95	.00	3,000.00	2,742.05	2,742.05
FEDERAL WORK STUDY	1,145.94	1,145.94	1,053.57	142.37	4,500.00	3,304.06	3,304.06
DEAN OF INSTR CONTR SERV	572.00	572.00	572.00	.00	550.00	22.00	CR 22.00 CR
DEAN OF INSTR SUPPLIES	1,759.91	1,759.91	1,649.60	110.31	2,000.00	240.09	240.09
DEAN OF INSTR CONF & MEETINGS	792.82	792.82	762.12	10.70	3,000.00	2,207.18	2,207.18
LRC SUMMER SALARIES	4,125.00	4,125.00	4,125.00	.00	6,000.00	1,875.00	1,875.00
LRC PROF SALARIES	45,668.47	45,668.47	36,991.21	8,647.26	104,367.00	58,678.53	58,678.53
LRC SECR SALARIES	17,326.71	17,326.71	14,823.93	2,562.78	32,343.00	15,016.29	15,016.29
LRC FED WORK STUDY	4,550.04	4,550.04	3,053.27	691.77	12,609.00	8,253.96	8,253.96
LRC CONTR SERV	5,229.84	5,229.84	4,899.05	330.79	12,000.00	6,770.16	6,770.16
XEROX SUPPLIES	2,215.16	2,215.16	2,215.16	972.31	1,242.85	CR 1,000.00	3,215.16
LIBRARY SUPPLIES	11,845.75	11,845.75	11,744.07	101.68	17,050.00	5,204.25	5,204.25
A V SUPPLIES	2,826.45	2,826.45	2,057.30	1,769.15	6,500.00	3,673.55	3,673.55
LIBRARY BOOKS	14,506.79	14,506.79	11,857.03	2,649.76	40,000.00	25,443.21	25,443.21
LRC CONF & MEETINGS	1,419.30	1,419.30	1,331.27	88.03	2,769.00	1,349.70	1,349.70
ADM & REC ADMIN SALARIES	19,260.54	19,260.54	16,247.38	2,963.16	35,558.00	16,247.46	16,247.46
ADM & REC SECR SALARIES	33,700.81	33,700.81	28,516.07	5,164.74	62,217.00	26,516.19	26,516.19
ADM & REC FED WORK STUDY	6,991.24	6,991.24	5,921.79	1,069.45	10,958.00	3,966.76	3,966.76
ADM & REC CONTR SERV	981.11	981.11	981.11	.00	1,380.00	393.39	393.39
ADM & REC SUPPLIES	3,755.04	3,755.04	3,619.04	136.00	14,000.00	10,244.96	10,244.96
ADM & REC CONF & MEETINGS	688.69	688.69	675.25	13.44	2,500.00	1,811.31	1,811.31
COUNSELING SALARIES	49,012.77	49,012.77	41,148.51	7,864.26	92,330.00	43,317.23	43,317.23
COUNSELING SECR SALARIES	9,157.98	9,157.98	7,749.06	1,408.92	16,907.00	7,749.02	7,749.02
HEALTH SERVICES SUPPLIES		.00		.00	300.00	300.00	300.00
FINANCIAL AIDS ADMIN SALARIES	23,332.79	23,332.79	19,743.13	3,589.66	43,076.00	19,743.21	19,743.21
FIN AIDS SECR SALARIES	17,850.17	17,850.17	15,103.99	2,746.18	32,954.00	15,103.83	15,103.83
STUDENT SERV ADMIN SALARIES	28,352.48	28,352.48	23,990.56	4,361.92	52,343.00	23,940.52	23,940.52
STUDENT SERV SECR SALARIES	11,562.98	11,562.98	9,784.06	1,778.92	21,347.00	9,784.02	9,784.02
STUDENT SERV FED WORK STUDY	22,402.46	22,402.46	20,094.68	2,307.78	45,100.00	22,647.54	22,647.54

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
COACHING SALARIES	11,610.26	11,610.26	12,065.67	1,055.41	CR 24,200.00	12,509.74	12,509.74
STUDENT SERV CONTR SERV	685.63	685.63	555.63	130.00	600.00	85.63	85.63 CR
STUDENT SERV SUPPLIES	11,458.43	11,458.43	9,997.95	1,460.48	17,300.00	5,841.57	5,841.57
COMMENCEMENT	1,029.20	1,029.20	1,022.46	6.74	6,000.00	4,970.80	4,970.80
STUDENT SERV CONF & MEETINGS	3,527.62	3,276.2	3,125.60	402.02	4,500.00	1,372.38	1,372.38
STUDENT RECRUITMENT	1,700.15	1,700.15	1,657.79	42.36	1,500.00	200.15	200.15 CR
PUBLIC SERV SALARIES	.00		.00	.00	4,600.00	4,600.00	4,600.00
PUB SERV CONTR SERV	.00		.00	.00	5,000.00	5,000.00	5,000.00
PUB SERV SUPPLIES	.00		.00	.00	5,300.00	5,300.00	5,300.00
SERVICE STAFF SALARIES	220,892.89	220,892.89	187,118.29	33,774.60	414,548.00	193,655.11	193,655.11
MAINT FEDWORK STUDY BOYS	24,972.50	24,972.50	21,268.75	3,683.75	82,000.00	57,027.50	57,027.50
MATRONS FED WORK STUDY	7,753.16	7,753.16	6,454.49	1,248.67		7,753.16	7,753.16 CR
TELEPHONE	326,785.8	326,785.8	27,174.55	5,504.03	65,000.00	32,321.42	32,321.42
PRESIDENTS SALARY	34,709.75	34,709.75	33,668.25	5,121.50	73,458.00	33,668.25	33,668.25
PRES SEC'R SALARY	13,303.29	13,303.29	11,256.63	2,046.66	24,560.00	11,256.71	11,256.71
PRES FED WORK STUDY	1,420.39	1,420.39	1,224.42	195.97	3,484.00	2,063.61	2,063.61
PRES OFC CONTR SERV	.00		.00	.00	600.00	600.00	600.00
PRES OFC SUPPLIES	1,068.64	1,068.64	668.53	400.11	2,000.00	931.36	931.36
PRES OFC CONF & MEETINGS	2,561.40	2,561.40	2,145.25	416.15	5,500.00	2,935.60	2,938.60
SPECIAL AFFAIRS	2,038.83	2,038.83	1,362.58	676.25	3,500.00	1,461.17	1,461.17
PRES OTHER EXP	6,528.50	6,528.50	6,004.38	524.12	8,525.00	1,996.50	1,996.50
BUS OFC ADMIN SALARIES	53,548.4	53,548.04	45,309.08	8,233.16	98,858.00	45,309.96	45,309.96
BUS OFC PROF SALARIES	12,450.23	12,450.23	10,534.81	1,915.42	22,965.00	10,534.77	10,534.77
BUS OFC SEC'R SALARIES	48,810.22	48,810.22	41,261.52	7,548.70	90,503.00	41,772.78	41,772.78
BUS OFC CONTR SERV	4,245.55	4,245.55	4,095.55	150.00	6,000.00	1,754.45	1,754.45
BUS OFC SUPPLIES	2,012.05	2,012.05	965.65	1,046.20	CR 7,000.00	9,012.05	9,012.05
BUS OFC CONF & MEETINGS	1,077.16	1,077.16	910.40	166.76	3,600.00	2,522.84	2,522.84
LEGAL CONTR	3,882.59	3,882.59	3,833.72	48.87	8,000.00	4,117.41	4,117.41
BOARD SUPPLIES	254.15	254.15	224.24	29.91	700.00	445.85	445.85
BOARD CONF & MEETINGS	1,085.17	1,085.17	1,045.17	40.00	4,500.00	3,414.83	3,414.83
INSTITU SEC'R SALARIES	9,584.96	9,584.96	8,166.62	1,418.34	16,684.00	7,099.04	7,099.04
INSTITU FED WORK STUDY	1,637.99	1,637.99	1,470.87	167.12	5,935.00	4,297.01	4,297.01
CONTINGENCY FED WORK STUDY	1,922.87	1,922.87	1,614.67	308.20	4,448.00	2,525.13	2,525.13
GROUP MED & LIFE INS	191,035.74	191,035.74	193,807.08	2,851.94	341,000.00	218,964.26	218,964.26
MEDICAL EXAM FEE	.00		.00	.00	7,500.00	7,500.00	7,500.00
TUITION REIMBURSEMENT	3,606.08	3,606.08	3,606.08	.00	4,400.00	793.92	793.92

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CURRICULUM DEVELOPMENT	.00		.00	3,000.00	3,000.00	3,000.00	3,000.00
UNALLOCATED CONTR IN SERVICE TRAINING	304.90	304.90	251.40	53.50	1,800.00	1,495.10	1,495.10
FACULTY ASSN SUPPLIES	26,325.00	26,325.00	2,915.00	2,225.00	CR 7,000.00	4,367.50	4,367.50
POSTAGE	26.42	26.42	19.69	6.73	200.00	173.58	173.58
PUBLICATIONS & DUES	20,730.62	20,730.62	17,055.07	3,675.55	47,900.00	27,169.38	27,169.38
ADVERTISING	8,215.50	8,215.50	5,920.00	2,295.50	9,000.00	784.50	784.50
RECRUITMENT	348.80	348.80	348.80	.00	800.00	451.20	451.20
EQUIPMENT	37.25	37.25	37.25	.00	8,000.00	7,962.75	7,962.75
AFFIRMATIVE ACTION CONTR SERV	56,115.22	56,115.22	43,411.03	14,764.19	146,042.00	87,926.78	87,926.78
AFFIRM ACTION SUPPLIES	.00	.00	.00	.00	100.00	100.00	100.00
AFFIRM ACTION CONF & MEETINGS	.00	.00	.00	.00	300.00	300.00	300.00
INSTITUTES CONTR SERV	.00	.00	.00	.00	300.00	300.00	300.00
INSTITUTES SUPPLIES	93.46	93.46	93.46	.00	200.00	200.00	200.00
INFORMATION SYSTEMS ADMIN SALARIES	23,332.79	23,332.79	19,743.13	3,569.66	78,519.00	55,186.21	55,186.21
INFO SYS OFC SALARIES	16,722.94	16,722.94	14,150.18	2,572.76	34,873.00	14,150.06	14,150.06
INFO SYS FED WORK STUDY	2,014.98	2,014.98	1,745.31	269.67	6,365.00	4,350.02	4,350.02
INFO SYS CONSULTING	.00	.00	.00	.00	10,000.00	10,000.00	10,000.00
INFO SYS ADMIN CONTR SERV	64,097.52	64,097.52	66,072.83	3,024.69	126,100.00	57,002.48	57,002.48
INFO SYS CONTR SERV EDUC	8,000.00	8,000.00	8,000.00	.00	25,450.00	17,450.00	17,450.00
INFO SYS ADMIN SUPPLIES	6,058.53	6,058.53	4,117.25	1,941.28	15,900.00	9,841.47	9,841.47
INFO SYS EDUC SUPPLIES	702.23	702.23	702.23	.00	9,550.00	8,847.77	8,847.77
INFO SYS CONF & MEETINGS	111.99	111.99	111.99	.00	7,500.00	7,388.01	7,388.01
PLANNING & DEVEL ADMIN SALARIES	26,453.52	26,453.52	22,162.20	4,271.32	43,050.00	16,596.48	16,596.48
PL & DEVEL SECR SALARIES	7,241.41	7,241.41	6,709.23	532.18	16,515.00	9,273.59	9,273.59
PL & DEVEL CONTR SERV	5,250.00	5,250.00	4,500.00	750.00	5,000.00	250.00	250.00
PL & DEVEL SUPPLIES	744.73	744.73	589.14	155.59	2,390.00	1,645.27	1,645.27
PL & DEVEL CONF & MEETINGS	3,300.23	3,300.23	2,541.56	758.67	4,000.00	6,997.77	6,997.77
TUITION CHARGE BACK	18,596.95	18,596.95	18,596.95	.00	25,000.00	6,403.05	6,403.05
CONTINGENCIES	.00	.00	.00	.00	50,000.00	50,000.00	50,000.00
	2,550,161.14	#	2,153,665.51	*	5,562,923.00	*	
	2,550,161.14	*	396,495.63	*	3,012,761.86	*	3,012,761.86

OPERATIONS & MAINTENANCE FUND

Account	Total	Expenditures		Prev. Mo.		Budget	Unencumbered
		To Date	To Date	This Mo.			
MAINT CONTR SERV	33,377.96	33,377.96	24,427.48	8,950.48	49,650.00	16,272.04	16,272.04
BLDG & MAINT SUPPLIES	11,138.11	11,138.11	9,710.66	1,428.05	50,100.00	38,961.89	38,961.89
MAINT CONF & MEETINGS	1,297.02	1,297.02	967.90	329.12	2,000.00	702.98	702.98
GAS	44,872.96	44,872.96	37,970.14	6,902.82	98,000.00	53,127.04	53,127.04
ELECTRICITY	121,784.90	121,784.90	84,693.29	37,091.61	261,950.00	140,165.10	140,165.10
EQUIPMENT	4,200.20	4,200.20	4,200.20	.00	7,950.00	3,749.80	3,749.80
RENTAL CHARGES		.00		.00	1,000.00	1,000.00	1,000.00
CONTINGENCIES		.00		.00	25,000.00	25,000.00	25,000.00
	216,671.15	* 16,671.15	* 61,969.07	* 54,762.08	* 495,650.00	* 75,978.85	* 275,978.85

PROTECTION, HEALTH & SAFETY

BLDG IMPROVEMENTS 140,124.90 140,124.90 140,124.90 .00 322,751.00 182,626.10 182,626.10

BUILDING BOND PROCEEDS FUND

LI I I , PROTECTION & SETTLEMENT

WORKERS COMP	29,240.18	29,240.18	27,607.58	1,632.60	48,000.00	18,759.82	18,759.82
UNEMPLOYMENT COMP	613.56	613.56	971.26	357.70	CR 22,000.00	21,386.44	21,386.44
MEDICARE	8,933.06	8,933.06	7,697.64	1,236.02	20,000.00	11,066.94	11,066.94
TORT LIABILITY INS	49,098.75	49,098.75	46,544.75	8,554.00	80,000.00	30,901.25	30,901.25
	87,885.55	* 87,885.55	* 76,820.63	* 11,064.92	* 70,000.00	* 82,114.45	* 82,114.45 *

AUDIT FUND

AUDIT COSTS	20,275.00	20,275.00	20,275.00	.00	20,300.00	25.00	25.00
	20,275.00	* 20,275.00	* 20,275.00	* .00	* 20,300.00	* 25.00	* 25.00 *

REVENUE REPORT

EDUCATION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1988 TAXES	771,633.82	771,633.82	770,067.28	1,566.54	790,738.00	19,104.18	19,104.18
1989 TAXES	.00			.00	790,738.00	790,738.00	790,738.00
BACK TAXES	412.15	412.15	412.15	.00		412.15	CR. 412.15 CR.
CHARGE BACK REVENUE	2,983.56	2,983.56	2,724.12	259.44	16,000.00	13,016.44	13,016.44
STATE APPORTIONMENT	777,363.60	777,363.60	863,827.00	86,463.40	125,547.27	777,363.40	777,363.40
STATE EQUALIZATION GRANT	175,216.50	175,216.50	175,216.50	.00	350,433.00	175,216.50	175,216.50
ADVANCED TECH GRANT	23,845.50	23,845.50	23,845.50	.00	47,691.00	23,845.50	23,845.50
REG VOC ED REIMB	16,581.32	18,581.32	18,581.32	.00	100,000.00	81,418.68	81,418.68
VOC ED EQUIP REIMB	.00			.00	21,718.00	21,718.00	21,718.00
FEDERAL WORK STUDY	78,668.72	78,668.72	63,704.12	14,924.60	172,715.00	94,026.28	94,026.28
OTHER FEDERAL SCURCES	345.00	345.00	345.00	.00	6,000.00	5,655.00	5,655.00
SUMMER TUITION	123,664.44	123,664.44	123,664.44	.00	136,000.00	12,335.56	12,335.56
FALL TUITION	405,000.00	405,000.00	250,000.00	155,000.00	560,000.00	163,000.00	163,000.00
SPRING TUITION	.00			.00	554,000.00	554,000.00	554,000.00
GRADUATION FEES	1,310.00	1,310.00	1,010.00	300.00	2,400.00	1,090.00	1,090.00
TRANSCRIPT FEES	790.00	790.00	653.00	137.00	1,200.00	410.00	410.00
LAB FEES	2,680.00	2,680.00	2,680.00	.00	34,200.00	31,520.00	31,520.00
PUB SERV INCOME	.00			.00	14,900.00	14,900.00	14,900.00
OTHER FACILITY RENTALS	2,086.33	2,086.33	1,693.19	393.14	8,000.00	5,913.67	5,913.67
INTEREST ON INVESTMENTS	15,613.96	15,613.96	11,861.57	3,752.39	134,000.00	114,386.04	114,386.04
RESTRICTED FUND INCOME	.00			.00	15,000.00	15,000.00	15,000.00
OTHER REVENUE	31,559.06	31,559.06	31,306.06	253.00	47,400.00	15,840.94	15,840.94
OTHER REV COMPUTER	220.00	220.00	220.00	.00		220.00	CR. 220.00 CR.
OTHER REV SALARIES	2,045.12	2,045.12	688.12	1,357.00		2,045.12	CR. 2,045.12 CR.
OTHER REV OVERHEAD	1,237.61	1,237.61	1,237.61	.00		1,237.61	1,237.61 CR
TRANSF FROM BOOKSTORE	.00			.00	175,000.00	175,000.00	175,000.00
					5536,000.00	*	
	*	2,435,270.69	*	91,479.71	*	3,101,583.31	*
						3,101,583.31	

OPERATIONS & MAINTENANCE

Account	Total	To Date	To Date	Prev. Mo.	This Mo.	Budget	Unexpended	Unencumbered
1988 TAXES	92,065.31	92,065.31	91,873.49	191.82	96,625.00	4,759.69	4,759.69	4,759.69
1989 TAXES	.00			.00	96,625.00	96,625.00	96,625.00	96,625.00
BACK TAXES	50.47	50.47	50.47	.00	.00	50.47	50.47	50.47 CR
REPL OF CORP PERS PROP TAX	226,656.95	226,656.95	217,479.4	11,377.91	234,600.00	5,743.05	5,743.05	5,743.05
INTEREST ON INVESTMENTS	20,098.82	20,098.82	16,818.59	3,280.23	10,000.00	10,098.82	10,098.82	10,098.82 CR
OTHER REVENUE	5,415.25	5,415.25	4,346.0	1,069.25	12,500.00	7,084.75	7,084.75	7,084.75
	346,466.80	346,466.80	305,675.9	* 15.919.21	* 450,750.00	* 604,263.20	* 104,263.20	* 104,263.20

PROTECTION, HEALTH & SAFETY

1988 TAXES	152,825.55	152,825.55	152,566.50	319.05	161,375.00	8,549.45	8,549.45	8,549.45
1989 TAXES	.00			.00	161,375.00	161,375.00	161,375.00	161,375.00
BACK TAXES	83.94	83.94	83.94	.00	.00	83.94	83.94	83.94 CR
INVESTMENT INCOME	2,419.93	2,419.93	2,063.40	356.53	1.00	2,419.93	2,419.93	2,419.93 CR
	155,329.42	155,329.42	* 54,653.84	* 675.58	* 22,751.00	* 674,215.8	* 167,421.58	* 167,421.58

BUILDING BOND PROCEEDS

STATE GRANTS	.00	.00	.00	.00	1.00	1.00	1.00	1.00
FEDERAL GRANTS	.00	.00	.00	.00	1.00	1.00	1.00	1.00
INVESTMENT INCOME	12,675.03	12,675.03	10,491.69	2,183.34	50,000.00	37,324.97	37,324.97	37,324.97
	12,675.03	* 12,675.03	* 10,491.69	* 2,183.34	* 50,000.00	* 37,324.97	* 37,324.97	* 37,324.97

WORKING CASH

INVESTMENT INCOME	115,344.09	115,344.09	79,812.01	35,532.08	1,000.00	114,344.09	CR 114,344.09	
	115,344.09	* 115,344.09	79,812.01	* 35,532.08	* 1,000.00	* 114,344.09	CR 114,344.09	

LIABILITY PROTECTION & SETTLEMENT

1988 TAXES	103,000.80	103,000.80	90,636.82	12,370.06	107,799.00	4,792.12	4,792.12
1989 TAXES		.00		.00	107,799.00	107,799.00	107,799.00
BACK TAXES	56.19	56.19	56.19	.00		56.19	56.19
INTEREST ON INVESTMENTS	4,505.72	4,505.72	3,572.18	933.54	1,000.00	3,505.72	3,505.72
	107,565.79	*107,563.79	* 94,265.19	* 13,363.60	* 16,545.00	*109,029.21	* 109,029.21

AUDIT FUND

1988 TAXES	9,104.22	9,104.22	7,955.81	1,148.41	10,005.00	900.78	900.78
1989 TAXES		.00		.00	10,005.00	10,005.00	10,005.00
BACK TAXES	5.21	5.21	5.21	.00		5.21	5.21
INTEREST ON INVESTMENTS	883.80	883.80	737.87	145.93	290.00	593.80	593.80
	9,993.23	* 9,993.23	* 8,695.89	* 1,294.34	* 20,300.00	* 10,306.77	* 10,306.77

SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY

W. Huff Thompson
PRESIDENT

Joseph P. McDonald
SECRETARY

DATE January 22, 1990

TREASURER'S REPORT

December 31, 1989

EDUCATION FUND

Balance on Hand November 30, 1989	\$202,987.90
 Receipts:	
Investments	335,000.00
Taxes	1,566.54
Charge Back Revenue	259.44
Federal Work Study	14,924.60
Fall Tuition	155,000.00
Graduation Fees	300.00
Transcript Fees	137.00
Other Facility Rentals	393.14
Interest on Investments	3,752.39
Other Revenue	1,610.00
Expenditure Credits	11,659.83
	524,602.94
Total Available	\$727,590.84
 Disbursements:	
Expenses for December	421,719.09
Investments	3,002.39
	424,721.48
Balance on Hand December 31, 1989	\$302,869.36

OPERATIONS & MAINTENANCE FUND

Balance on Hand November 30, 1989	\$ 69,654.25
 Receipts:	
Taxes	191.82
Personal Property Tax Rep.	11,377.91
Interest on Investments	3,280.23
Other Revenue	1,069.25
Expenditure Credits	<u>19.88</u>
	15,939.09
Total Available	\$ 85,593.34
 Disbursements:	
Expenses for December	15,304.06
Investments	1,120.64
	16,424.70
Balance on Hand December 31, 1989	<u>\$ 69,168.64</u>

PROTECTION, HEALTH & SAFETY FUND

Balance on Hand November 30, 1989	\$181,079.08
Receipts:	
Taxes	319.05
Interest on Investments	356.53
	<hr/>
Total Available	675.58
	<hr/>
Disbursements:	
Expenses for December	170,000.00
Balance on Hand December 31, 1989	\$ 11,754.66

WORKING CASH FUND

Balance on Hand November 30, 1989	\$ 17,957.46
Receipts:	
Investments	303,189.50
Interest on Investments	35,532.08
	<hr/>
Total Available	338,721.58
	<hr/>
Disbursements:	
Investments	328,181.48
Balance on Hand December 31, 1989	\$ 28,497.56

AUDIT FUND

Balance on Hand November 30, 1989	\$ 21,539.66
Receipts:	
Taxes	1,148.41
Interest on Investments	145.93
	<hr/>
Total Available	1,294.34
	<hr/>
Disbursements:	-0-
Balance on Hand December 31, 1989	\$ 22,834.00

LIABILITY, PROTECTION & SETTLEMENT

Balance on Hand November 30, 1989 \$254,233.37

Receipts:

Taxes	12,370.06
Interest on Investments	933.54
Expenditure Credits	1,586.81
	14,890.41

Total Available \$269,123.78

Disbursements:

Expenses for December	62,717.89
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Balance on Hand December 31, 1989 \$206,405.89

BUILDING BOND PROCEEDS

Balance on Hand November 30, 1989 \$ 9,550.46

Receipts:

Interest on Investments	<u>2,183.34</u>
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Total Available \$ 11,733.80

Disbursements: -0-

Balance on Hand December 31, 1989 \$ 11,733.80

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FUNDS INVESTED

United States Treasury	S & C	9.50	3-15-90	\$228,343.75
Citizens First Bank of Walnut	S & C	9.40	3-1-90	100,000.00
Farmers National Bank	S & C	8.60	5-18-90	100,000.00
Dixon National Bank	S & C	8.55	5-27-90	192,001.58
First National Bank	S & C	8.25	3-27-90	75,000.00
First Bank of Dixon	S & C	8.79	5-6-90	100,000.00
Central National Bank	Working Cash		Variable	1,597,994.25
Dixon National Bank	Working Cash	8.03	12-19-90	328,181.48
Whiteside Co. Bank	Working Cash	7.01	12-21-90	100,000.00
Rock Falls National Bank	Working Cash		Variable	(182,719.83)
United States Treasury	Working Cash	9.10	4-12-90	252,065.23
United States Treasury	Working Cash	8.15	5-10-90	94,162.28
Community State Bank	Working Cash	9.00	2-6-90	100,000.00
Dixon National Bank	Working Cash	8.35	7-5-90	190,840.90
Milledgeville State Bank	Building	8.50	10-12-90	100,000.00
Tampico National Bank	Building	8.65	10-12-90	100,000.00
First National Bank of Amboy	Building	9.00	8-15-90	100,000.00
United States Treasury	Education	9.22	2-15-90	114,256.94
Rock Falls National Bank	Educ. & Bldg.		Variable	840,683.02
Smith Trust & Savings	Education	9.00	8-16-90	100,000.00
			TOTAL INVESTED	\$4,630,809.60

SAUK VALLEY COMMUNITY COLLEGE
E.O.G. WORKSTUDY FUND
Period Ending December 31, 1989
B A L A N C E S H E E T

Cash on Hand Workstudy Award Receivable from Fed. Gov. 1988-89 Workstudy Awards Capital 1988-89 Workstudy Awards Paid 1988-89 E.O.G. Awards Receivable from Fed. Gov. 1988-89 E.O.G. Awards Capital 1988-89 E.O.G. Awards Paid 1988-89 PELL Grant Awards Receivable 1988-89 PELL Grant Awards Capital 1988-89 PELL Grant Awards Paid 1988-89 Workstudy Awards Receivable from Fed. Gov. 1989-90 Workstudy Awards Capital 1989-90 Workstudy Awards Paid 1989-90 E.O.G. Awards Receivable from Fed. Gov. 1989-90 E.O.G. Awards Capital 1989-90 E.O.G. Awards Paid 1989-90 PELL Grant Awards Receivable from Fed. Gov. 1989-90 PELL Grant Awards Capital 1989-90 PELL Grant Awards Paid 1989-90 Transfer Account Inactive Federal Grants	\$175.14 10,635.13 160,420.87 0.00 60,341.00 0.00 701,041.00 75,665.00 78,688.72 10,013.00 48,811.00 84,277.68 349,120.97 (10,833.01) 17,514.50 ----- \$1,585,871.00	171,056.00 60,341.00 701,041.00 172,715.00 61,248.00 419,470.00 ----- \$1,585,871.00
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SAUK VALLEY COMMUNITY COLLEGE
STUDENT LOAN FUND
Period Ending 12/31/89
B A L A N C E S H E E T

ASSETS:

Cash in Bank	\$8,789.93
Notes Receivable	2,706.00

	\$11,495.93
	=====

LIABILITIES & NET WORTH:

Fund Equity	\$11,576.85
Net Loss	(80.92)

	\$11,495.93
	=====

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

INCOME:

Interest Income	\$92.08
Bad Debts Repaid	0.00

	\$92.08

EXPENSES:

Bad Debts	\$173.00
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NET LOSS	(\$80.92)
	=====

SAUK VALLEY COMMUNITY COLLEGE BOOKSTORE
Period Ending 12-31-89
B A L A N C E S H E E T

ASSETS:

Cash in Bank	\$229,271.80
Petty Cash	900.00
Investments	0.00
Accounts Receivable-Educational Fund	1,171.38
Inventory 6-30-89	127,394.84
	\$358,738.02
	=====

LIABILITIES & NET WORTH:

Accounts Payable-Student Activity Fund	\$6,961.00
Fund Equity	\$411,088.08
Fund Transfer	(25,000.00)
Net Loss	(34,311.06) 351,777.02
	\$358,738.02
	=====

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

INCOME:

Textbook Sales	\$204,398.48
Supply Sales	25,010.87
Miscellaneous Sales	19,447.01
Paperback Sales	5,085.64
Used Book Sales	27,150.86
Sales Tax Collected	16,546.06
Other Income	139.37
Investment Income	6,349.05
	\$304,127.34

EXPENSES:

Textbooks Purchased	\$236,024.76
Supplies Purchased	17,542.38
Miscellaneous Purchased	13,617.71
Paperbacks Purchased	6,400.94
Used Books Purchased	16,807.85
Sales Tax Paid	15,333.34
Salaries & Wages	22,363.12
Employee Benefits	941.71
Transportation Charges	5,628.04
Supply Expenses	1,639.86
Equipment	0.00
Travel	328.27
Telephone	151.77
Dues & Subscriptions	0.00
Other Expense	1,639.94
Over & Under	(37.55)
Bad Debts	56.26
	338,438.40

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

(\$34,311.06)

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SAUK VALLEY COMMUNITY COLLEGE
RESTRICTED PURPOSES FUND
December 31, 1989

Balance on Hand - December 1, 1989	\$381,225.22
JV 85 - Void Check #19134 issued 10/89	2.95
JV 89 - Void Check #19446 issued 12/89	2.00
Cash Under - December 1 Deposit	(1.50)
Cash Over - December 21 Deposit	0.10
November Receipts	239,825.28

	TOTAL FUNDS AVAILABLE DURING DECEMBER
	\$621,054.05
Cash Disbursements - Decenber, 1989	253,550.19
Balance on Hand - December 31, 1989	\$367,503.86
	=====

STATEMENT OF INCOME & EXPENSE
STUDENT ACTIVITY FUND

ACTIVITIES

Student Activity Assessments	\$4,420.76
Athletic Income	505.00
Drama Income	1,577.51
Student Activity Income	1,456.00
Student Activity Income-Restricted Purp. Source	12,500.00
Student Activity Income - Bookstore Source	25,000.00
Sauk Talk Income	109.20
Cash Over & Under	(4.40)
Other Student Activity Income	40.38

TOTAL INCOME	\$45,604.45

	BUDGET	EXPENSE
Athletic Expense	\$26,285.	\$12,975.08
Cheerleader & Pom Pon Squad	2,500.	907.58
Speech Act. & Readers Theatre	5,000.	2,441.01
Drama Expense	5,500.	3,961.63
Music Expense	3,750.	794.11
Student Act. Expense	9,000.	6,567.83
Student Senate Expense	2,000.	297.86
Women's Intercollegiate Exp.	25,965.	17,304.43
Sauk Talk	7,000.	753.38
Contingencies/Non-Budgeted	0.	0.00
	-----	-----
	\$ 87,000.	TOTAL EXPENSE
		\$46,002.91

Excess of Expenditures over Revenue as of
December 31, 1989

(\$398.46)

STATEMENT OF ASSETS AND LIABILITIES

ASSETS	REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank	\$367,503.86	Due to Educational Fund
		\$2,420.26
		Due to Oper. & Maint. Fund
		1,068.05
Petty Cash	675.00	Due to Bookstore
		0.00
		Due Insurance Fund
		499.54
Accts. Rec.	235,317.20	Due to Student Loan Fund
		0.00
		Resident Student Tuition
		520,535.00
Investments	208,740.17	Resident Tuition Refunds
		(28,885.70)
		Out of District Tuition
		7,004.90
		Lab Fees
		24,325.50
		Lab Fees Refunds
		(1,139.90)
		Accounts Payable
		5,040.50

		\$530,868.15

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	(\$33.29)
Parking	5,758.77
Recreation Room Fund	(586.96)
Student Locker Fund	757.21
Building Fairness Grant	2,095.07
Community Services	17,611.40
Photography Supplies	24.86
Collegiate Choir	246.04
Spec. Serv. for Disadv. St-Exp	(77,483.56)
Spec. Serv. for Disadv. St-Inc	77,483.56
Sp. Serv. for Disadv. Exp-FY 89	87,953.11
Sp. Serv. for Disadv. Inc-FY 89	(87,953.11)
Sp. Serv. for Disadv. Inc-FY 90	23,944.55
Sp. Serv. for Disadv. Exp-FY 90	(27,687.29)
JTPA/CAED Grant FY 89	(2,999.64)
HITS Grant	0.00
HITS Gt./NW Steel	0.00
HITS Gt./Sr. Home Comp.	(2,846.00)
HITS Gt./Daubert Chem.	0.00
HITS Gt./Drives, Inc.	0.00
HITS Gt./Eyelet Products	0.00
HITS Gt./Pumpkin Patch	0.00
HITS Gt./Borg Warner	508.50
HITS Gt./Amer. Health	1,307.00
HITS Gt./StaClean	(4,489.00)
Special Population Gt. FY 90	7,536.08
Disadv.-Handicapped Gt. FY 90	(713.83)
Quality Assistance Gt.	1,870.31
Econ. Dev. Gt. II FY 90	6,553.96
Econ. Dev. Gt. Inc. FY 89	53,856.00
Econ. Dev. Gt. Exp. FY 89	(53,856.00)
Econ. Dev. Gt. Inc. FY 90	31,078.50
Econ. Dev. Gt. Exp. FY 90	(25,030.47)
Student Clubs	1,779.53
Adult Learning Book Charges	3,025.45
Community Theatre	48.40
College Van	3,809.65

VIP/CPP	1,706.69
Student Serv/Special Projects	97,918.59
SVCC Athletic Booster Club	2,845.05
DCC/Revenue/FY 90	211,213.15
DCC/Expense/FY 90	(192,306.84)
PELL Grants	38.15
Voc. Educ. Adult Training	0.00
Ill. Interp. Workshop	248.25
SVCC Foundation	0.00
Sauk Area Arts Council	(3.36)
Sm. Bus. Dev. Gt./Inc. FY 89	19,985.00
Sm. Bus. Dev. Gt./Exp. FY 89	(19,985.00)
Sm. Bus. Dev. Gt./Inc./FY 90	8,936.78
Sm. Bus. Dev. Gt./Exp./FY 90	(8,601.10)
VITAL - Secy of State FY 90	9,328.06
Anna Johnson Estate	270.68
Nursing Uniforms	0.00
LPN Supplies	502.11
Endowment Challenge Fund #1	111,655.00
Endowment Challenge Fund #2	5,881.84
Miscellaneous Account	18,326.82
IL Personal Serv. Withholding	0.00
Career Guidance & Counseling	0.00
TITLE III - Inform. Sys./FY 88	(95,417.10)
TITLE III - Curr. Dev./FY 88	(60,309.72)
TITLE III - Fund Raising/FY 88	(15,806.49)
TITLE III - Proj. Admin./FY 88	(23,831.77)
TITLE III - Income - FY 88	195,365.08
Title III - Inform. Sys./FY 89	(62,715.97)
Title III - Curr. Imp./FY 89	(23,133.60)
Title III - Fund Raising/FY 89	(31,903.38)
Title III - Proj. Admin./FY 89	(29,895.30)
Title III - Income/FY 89	147,648.25
Title III - Income/FY 90	11,500.00
Title III - MIS/Exp. FY 90	(18,254.08)
Title III - Proj. Adm./Exp. FY90	(6,595.99)
	\$298,178.60

FUND EQUITY

July 1, 1989	(\$16,412.06)
Excess of Expenditures over Revenue as of December 31, 1989	(398.46)
	(\$16,810.52)

TOTAL ASSETS	\$812,236.23	TOTAL LIABILITIES & NET WORTH	\$812,236.23
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SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY



PRESIDENT



SECRETARY

DATE June 22 1990