



**MEMORANDUM**

Office of the Secretary to the  
SVCC Board of Trustees

Date: December 11, 1990

PUBLIC NOTICE OF MEETING

This is to provide public notice of the following meeting  
associated with the Sauk Valley Community College Board of  
Trustees:

WHO: Board of Trustees, District #506

WHEN: Monday, December 17, 1990  
(Regular meeting has been cancelled)

TIME: 7:00 p.m.

WHERE: Third Floor Board Room

TYPE: Open with Executive Session

PURPOSE: Regular Monthly Meeting

AGENDA: TBA

A handwritten signature in cursive script that reads "Marilyn Vinson".  
Marilyn Vinson, Secretary to the  
Board of Trustees, District #506

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

December 17, 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. Radiography Accreditation Visit
  - 2. Enrollment
  - 3. LPN Results
  - 4. National Guard Students
  - 5. Endowment Challenge Fund
  - 6. Policies of the Month (426.01-427.01)
- F. Financial Reports and Actions
  - 1. Treasurer's Report
  - 2. Bills Payable
  - 3. Payroll
  - 4. Budget Report
  - 5. NCR Computer Disposition
  - 6. IBM Computer Purchase
- G. Executive Session
- H. Personnel Recommendations
  - 1. Part-time Faculty
  - 2. Appointments
  - 3. Retirement
- I. Other Actions
  - Donations
- J. Reports
  - 1. Student Trustee
  - 2. ICCTA Representative
  - 3. Foundation Liaison
  - 4. Board Chair
- K. Time of Next Meeting

Monday, January 28, 1991 - 7:00 p.m.

# SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

December 17, 1990

The Board of Trustees of Sauk Valley Community College met in regular meeting at 7:00 p.m. on December 17, 1990 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

Edward Andersen	Thomas Densmore
Richard Groharing	Joe McDonald
B.J. Wolf	William Yemm
William Simpson	Jeff Munson

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

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

President's Report: President Behrendt reported on the article/picture that appeared in the Community College Times on the annual SVCC Madrigal; the Certificate of Appreciation received from the Dixon Development Association; the Radiography accreditation visit; the spring enrollment report which shows an 11% increase in enrollment; that all LPN graduates had passed their state boards; that 20 students have been called to active duty with the armed services (nine were given full refunds, six were given combined refunds with eventual completion of their courses, and five made arrangements with their instructors to complete all their course work and will receive grades); and that the Endowment Challenge Grant Fund is \$514,551.83.

Treasurer's  
Report:

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

Bills  
Payable:

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

Educational Fund	\$226,072.78
Operation/Building	4,193.85
Liability	934.82

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

Payroll:

It was moved by Member McDonald and seconded by Member Groharing that the Board approve the December 15 payroll in the amount of \$202,406.32. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

NCR  
Computer:

It was moved by Member Groharing and seconded by Member Andersen that the Board give approval for the administration to dispose of the old NCR computer system at a salvage yard with some parts made available to the NCR Corporation, with labor and transportation to be at their expense. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

IBM  
Computer  
Equipment:

It was moved by Member Wolf and seconded by Member Groharing that the Board approve the purchase of IBM computer equipment for an instructional computer network and additional capabilities in the Student Services area as provided in the 1990-91 budget. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Executive  
Session:

At 7:15 p.m. it was moved by Member Densmore and seconded by Member McDonald that the Board adjourn to executive session to discuss

the appointment, employment or dismissal of an employee. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Regular Session: The Board returned to regular session at 7:50 p.m.

Part-time  
Instructors: It was moved by Member Andersen and seconded by Member Densmore that the Board approve the attached list of part-time instructors. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Director of  
SVCC Educational  
Program at DCC: It was moved by Member Yemm and seconded by Member Andersen that the Board approve the appointment of Terry Simmons as Director of the SVCC Educational Program at DCC. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Counselor: It was moved by Member Groharing and seconded by Member Densmore that the Board approve the temporary appointment of Cindy Alfano to the position of counselor to replace Tom Breed who is on leave and has been assigned to the Title III Project. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Retirement: It was moved by Member Wolf and seconded by Member Groharing that the Board approve with regret the early retirement of Bob Edison, Vice President of Business Services, as of August 31, 1991. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Donation: It was moved by Member Andersen and seconded by Member Groharing that the Board approve the donation of business books and audiotapes on management from M.G. Garneau of Chadwick to the LRC and an equipment donation from Spencer Design and Machine Company of Sterling for our machine tool and quality assistance programs. In a roll call vote,

all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Reports:

Student Trustee Munson reported on the Christmas food drive for needy families being conducted by the Student Senate.

ICCTA Representative Groharing reported on the December meeting, that the ICCB had hired Cary Israel as the new Executive Director, and that the next ICCTA meeting will be in Springfield on January 18 and 19.

Foundation Liaison Yemm reported that new Foundation officers and committees had been appointed and that the Foundation would be donating \$800 to the SVCC Alumni Association.

Discussion was held on Board Retreat dates and that items for discussion should be forwarded to President Behrendt by January 10.

Executive Session:

At 8:10 p.m. it was moved by Member Groharing and seconded by Member Densmore that the Board adjourn to executive session to discuss collective negotiating matters. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Regular Session:

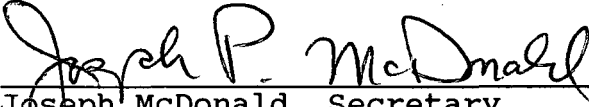
The Board returned to regular session at 9:32 p.m.

Adjournment:

Since the scheduled business was completed, it was moved by Member Wolf and seconded by Member Andersen that the Board adjourn. The next regularly scheduled meeting will be 7 p.m. on Monday, January 28, 1991 in the third floor Board Room. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

The Board adjourned at 9:33 p.m.

Respectfully submitted:

  
Joseph McDonald, Secretary

426.01 General Responsibilities, Duties, and Working  
Conditions for Contractual Employees

1. Contractual employees are required to fulfill all duties and responsibilities as specified in their respective job description.

2. Contractual employees are required to observe proper channels of communications in handling routine operational matters and to express any concerns through their respective supervisor in the same manner as all other Sauk Valley Community College employees.

3. Contractual employees are responsible for complying with all reporting requirements specified by the college or the external funding agency.

4. Contractual employees are afforded the following fringe benefits:

Sick Leave - Sick leave for full-time contractual employees will be earned at the rate of one day per month and terminates with the contract expiration date. If the contract is renewed and the employee(s) continue(s), sick leave will be cumulative as in accordance with college policy.

Personal Leave - Three personal days may be taken annually, and these days will be charged against sick leave.

Vacation Leave - Contractual employees will earn vacation at the same rate as the regular employment bears to a comparable college position. All vacations must be taken within the time span of the designated grant.

Tuition Reimbursement - Full-time contractual employees will be eligible for tuition reimbursement only if funds are specifically provided in the grant for such reimbursement.

Tuition Waiver - Full-time contractual employees shall be granted tuition waivers for Sauk Valley Community College courses in the same manner as for other full-time employees.

Dixon Correctional Center Staff - Dixon Correctional Center employees are covered by these policies only insofar as they do not contradict the Supplemental Conditions of the Sauk Valley Community College-Dixon Correctional Center contract.

8/27/84

2/17/87

3/23/87



427.01 Sexual Harassment Policy

The College shall provide its employees and students an educational and employment environment free from unwelcome sexual advances by employees of the College, free from requests for sexual favors by employees of the College and free from other verbal or physical conduct by employees constituting sexual harassment as herein defined and as is otherwise prohibited by state and federal law.

1. Definitions - "Sexual harassment" or "sexually harass" shall mean that term as defined by federal and state law, and, to the extent not inconsistent with federal or state law, shall mean:

A. Unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

-Submission to or participation in such conduct is made, whether explicitly or implicitly, a term or condition of the individual's employment at the College;

-Submission to or rejection of such advances is used as a basis for employment decisions affecting such individual's employment at the College; and

-Submission to or rejection of such advances is used as a basis for grades to be given a student for course work.

B. Where unwelcome sexual advances or requests for sexual favors or conduct of a sexual nature has the purpose or effect of substantially interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

"Aggrieved Party" shall mean any employee or student who believes he or she has been the victim of sexual harassment.

2. Implementation - All levels of administration shall be responsible to implement practices for persons under their supervision which shall avoid sexual harassment. All members of administration shall correct any sexual harassment which occurs under their supervision and shall report any sexual harassment which they observe in other areas of the College to the Affirmative Action Officer.

3. Violations of Policy - It shall be a violation of this policy for any person employed by the College who is authorized to recommend or to take personnel actions affecting an employee, or who is otherwise authorized to transact business or to perform acts or services on behalf of the College to do any of the following:

A. To sexually harass any student or employee of the College;

B. To make sexual advances or to request sexual favors when submission to or rejection of such conduct is, either explicitly or implicitly, the basis for recommending, imposing, granting, withholding, or refusing terms and conditions that either favor or adversely affect an employee's condition of employment or a student's status;

C. To recommend, impose, grant, withhold or refuse to take any personnel action consistent with his or her duties and responsibilities either because of sexual favors, or as a reprisal against an employee or student who has rejected or reported sexual advances or sexual harassment;

D. To fail to take immediate corrective action in the event sexual harassment has occurred; and/or

E. To create an intimidating, hostile, or offensive working environment by continuing to make unwelcome sexual remarks, unwelcome advances, unwelcome requests for sexual favors, or exposure of sexual organs, regardless of whether the person committing such conduct is in a position to adversely affect an employee's position of employment with the College.

4. Effect of Violation - Violation of this policy may result in the discipline of the employee or employees who have committed the act or acts of sexual harassment. Discipline may include discharge.

5. Responsibility of the College and of the Person Allegedly Affected by Sexual Harassment - An employee, student, or other individual who is an aggrieved person shall take the following steps:

A. An aggrieved person who feels comfortable in doing so should immediately inform the person engaging in sexual harassment that such conduct or communication is offensive unless stopped.

B. If an aggrieved individual does not wish to communicate directly with the person whose conduct is offensive, or if an aggrieved individual has had direct communication with the offending party but that communication has been unavailing, then such aggrieved party should contact the Sauk Valley Community College Affirmative Action Officer. An aggrieved person alleging sexual harassment by the Affirmative Action Officer or a failure of the Affirmative Action Officer to take immediate action on the aggrieved person's complaint,

shall contact the President of the College. In the event that the aggrieved person alleges that the President of the College is the person committing acts of sexual harassment, the aggrieved party shall contact the Chairman of the Board of Trustees.

C. Complaints of sexual harassment made to the Affirmative Action Officer, to the President of the College, or to the Chairman of the Board of Trustees shall be handled in accordance with the grievance procedures provided under the Affirmative Action Policy of Sauk Valley Community College.

D. Within ten (10) days of the date that any complaint of sexual harassment is first filed with or made to the Affirmative Action Officer, the Affirmative Action Officer shall furnish a report to the President of the College. Such report shall contain, at minimum:

- The date of the receipt of the complaint;

- Identification of the complainant;

- Identification of the party or parties and the action complained of including relevant background facts and circumstances;

- A statement detailing the scope of the investigation that has been undertaken and the result thereof;

- In the event the investigation reveals that corrective measures need to be taken, a statement of the corrective measures pursued, the date such measures were undertaken and the results achieved; and

-Where possible, a written statement signed by the complainant detailing the conduct about which complaint is made.

6. Non-Retaliation - Initiation of a complaint of sexual harassment will not adversely affect the aggrieved person's employment, compensation, or work assignments, or position as a student.

AMENDMENTS TO SAUK VALLEY COMMUNITY COLLEGE  
AFFIRMATIVE ACTION PLAN  
GRIEVANCE PROCEDURES

1.00 Introduction. These procedures are adopted by the Board of Trustees of Sauk Valley Community College (called the "Board") as part of the Board's continuing commitment to an effective policy of non-discrimination and equal opportunity in all employee and/or student actions, without regard to race, color, religion, sex, age, national origin or handicap. The College endeavors to maintain an atmosphere free of harassment, intimidation and insults based on race, sex, marital status, parenthood, national origin or religion.

2.01 An employee with a grievance should discuss the problem with his or her supervisor. A student with a grievance should discuss the problem with an instructor or counselor of his or her choice. However, in cases of alleged sexual harassment, student or employee grievances should be reported promptly and directly to the Affirmative Action Officer.

For Board Meeting of  
December 17, 1990

Agenda Item F-5

#### NCR COMPUTER DISPOSITION

As the Board is aware, we have converted all of our administrative and instructional computer use from the old NCR system to the IBM 4361. As the enclosed memo details, we have been trying since September to dispose of the old system with no success. It appears the only alternative is to scrap it.

RECOMMENDATION: Board of Trustees approval for the college to dispose of the old NCR computer system at a salvage yard with some parts made available to the NCR Corporation, with labor and transportation to be at their expense.



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

173 IL Rt. 2, Dixon, IL 61021 • 815/288-5511

**MEMORANDUM**

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TO: Dr. Behrendt

DATE: November 29, 1990

FROM: Robert Edison

*Bob*

SUBJECT: NCR Computers

During the past several months we have taken various actions in an attempt to dispose of our current NCR computers. This process has involved the following:

- A. Sent letters of inquiry to eight brokers of NCR computers.
- B. Contacted NCR headquarters relative to possible sale of this equipment to be utilized as parts.
- C. Contacted companies in the Dixon and Sterling area that currently utilize NCR computers.

Out of the foregoing nobody has been interested in obtaining these computers either as a purchase and/or gift for the cost of transportation only. The only exception has been that the NCR Company, which would come and salvage some parts of the equipment were the parts to be free.

Recommendation: Board of Trustee approval for Sauk Valley Community College to dispose of this equipment via the local salvage yard. Parts will be made available to the NCR Company, with labor and transportation to be at their expense.



For Board Meeting of  
December 17, 1990

Agenda Item F-6

IBM COMPUTER PURCHASE

As the Board is aware, we budgeted for an instructional computer network and additional computer capabilities in the Student Services area. Attached is a detailed list of the equipment we would like to purchase with those budgeted funds. The total amount provided in all accounts is approximately \$110,000, so this acquisition will cost somewhat less than anticipated.

Also, the Board should be reminded that we are not required to competitively bid this item since we are requesting a specific brand of computer equipment and a state contract price exists which guarantees us the lowest possible price.

RECOMMENDATION: Board of Trustees approval to purchase the attached IBM computer equipment at a maximum total price of \$102,253 as provided in the 1990-91 budget.



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

173 IL Rt. 2, Dixon, IL 61021 • 815/288-5511

**MEMORANDUM**

TO: Dr. Behrendt

DATE: November 29, 1990

FROM: Robert Edison *Bob*

SUBJECT: IBM Computer Purchase

Under current legislation for specific computer equipment, the College is not obligated to advertise and bid when specific brand computer equipment is desired. Under these circumstances, the College can legally purchase the name brand computer equipment should the price be equal to or less than the state contract price for the same equipment. I currently have purchase requisitions for the following name brand IBM equipment which has been budgeted in the current fiscal year.

<u>Quantity</u>	<u>Description</u>	<u>Price</u>	
3	IBM PS/2 55 SX Computers to be connected to the IBM Mainframe @ 3,372 per machine	\$10,116	
1	IBM 5¼" Diskette Drive for PS/2	350	
1	IBM 4019 Laser Printer with Postscript option	<u>2,869</u>	\$ 13,335
1	RISC System/6000 520 Server	\$22,801	
18	Option 3 (10 55 SX's and 8 50 Z's)	71,342	
4	8228 Multistation Access Unit	2,388	
1	Multistation Access Unit Housing	<u>328</u>	
			<u>96,859</u>
	Total Price		\$110,194
	Less Lab Builder Discount Offered by IBM		<u>(7,941)</u>
	TOTAL NET PRICE		<u>\$102,253</u>

Recommendation: Board of Trustee approval for the purchase of the foregoing IBM computer equipment at a price that is equal to or less than the current state contract price.

For Board Meeting  
of December 17, 1990

Agenda Item H-1

PART-TIME FACULTY

The attached list of part-time instructors for the 1990-91 school year is submitted for Board approval.

RECOMMENDATION: Board approval of the attached list of part-time faculty for the 1990-91 school year.

815 / 288-5511



**Sauk Valley  
Community  
College**

173 IL ROUTE 2  
DIXON, IL 61021-8110

**MEMORANDUM**

**DATE:** December 12, 1990  
**TO:** Dr. Behrendt  
**FROM:** Virginia Thompson *VT*  
**SUBJECT:** Part-time Faculty for Board Approval

Arts, Social Science and P.E.

Bonnie Olentine - Academic Skills

Allied Health

Sandra Dennis - Nursing

Business, Technology and Natural Science

Don Burnett - Business and Math  
John Nelson - Business

Community Service

Cindy Pace Kennedy - NSWS Parenting

js

For Board Meeting of  
December 17, 1990

Agenda Item H-2

#### APPOINTMENTS

The position of Director of the Sauk Valley Community College Educational Program at DCC was advertised in the local papers, sent to program directors and educational administrators at all Illinois correctional facilities, and also sent to placement offices at midwestern colleges and universities.

Ten applications were received and reviewed by the selection committee and they decided to interview only one candidate, Terry Simmons. After administrative interviews at the College and Correctional Center we are recommending that the Board approve the appointment of Terry M. Simmons.

RECOMMENDATION: Board approval to appoint Terry M. Simmons Director of the Sauk Valley Community College Educational Program at the Dixon Correctional Center. This appointment to be effective December 18, 1990 at an annual 12 month salary of \$35,465 to be prorated for December 18, 1990 through June 30, 1991.

At this time we have a Counseling vacancy which was created by Tom Breed's assignment to the Title III Project. We are recommending the appointment of Cindy Alfano to this vacancy. Cindy has been employed on a contractual basis as a Counselor in the Student Support Services Project since 1988 and is highly recommended by her supervisor, Jane Dorman, and Vice President Sagmoe.

RECOMMENDATION: Board approval to appoint Cindy Alfano to a tenure-track position of Counselor at the Instructor Step 2 level, effective January 1, 1991, at an annual 12 month salary of \$23,662 to be prorated accordingly.



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

173 IL Rt. 2, Dixon, IL 61021 \* 815/288-5511

**MEMORANDUM**

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**DATE:** December 5, 1990  
**TO:** Dr. Behrendt  
**FROM:** Virginia Thompson *VT*  
**SUBJECT:** Recommendation for Terry M. Simmons

I recommend that Terry M. Simmons be appointed as the Director of the Sauk Valley Community College Educational Program at Dixon Correctional Center. The following information is submitted to support this recommendation.

**Announcement Process**

The position was advertised in The Dixon Evening Telegraph and The Sterling Daily Gazette. Position announcements were sent to program directors and educational administrators at all Illinois correctional facilities and to placement offices at 23 midwestern colleges and universities.

**Application Response**

Ten applications were received.

**Screening and Interviewing Process**

All applications were reviewed by Virginia Thompson. John Castro, District 428 administrator, and Virginia Thompson, discussed the qualifications of the candidates with previous experience in corrections. Following this discussion and consultation with President Behrendt, Warden Gramley, Assistant Warden Edna Lee and Superintendent Ray Quick, a decision was made to interview only Terry Simmons for the director position. Mr. Simmons was interviewed by President Behrendt and Virginia Thompson on campus and by Warden Gramley and Assistant Warden Lee at the correctional center.

**Qualifications**

**1. Academic Qualifications**

Mr. Simmons holds a Masters Degree in Guidance and Counseling from Northeastern Illinois University, and a Bachelors Degree

in Criminal Justice with a minor in Business Administration from Northern Michigan University.

## **2. Professional Qualifications**

Mr. Simmons has been the Career Counselor for the SVCC Educational Program at DCC since October 1989. In this role he has had responsibility for counseling and advising all students, supervising the part-time instructors, assisting the director in all phases of the program including assuming the director's responsibilities in the director's absence.

Prior to this Mr. Simmons served as an Adult Probation Officer for Lake County, Illinois for five years.

## **References**

Mr. Simmons' previous employers all gave him excellent recommendations when they were contacted last year. He has lived up to those recommendations and has been an outstanding addition to the staff. He is organized, efficient and able to handle difficult situations in a calm and professional manner.

## **Personal Qualifications**

Mr. Simmons is a professional who believes that education is an essential part of the rehabilitative process. He has demonstrated the ability to work effectively with Correctional Center Administration, School District #428, and SVCC faculty and staff.


js



**MEMORANDUM**

DATE: December 13, 1990

TO: Dr. Behrendt

FROM: John Sagmoen 

SUBJECT: DOCUMENTATION OF RECOMMENDATION FOR CINDY ALFANO TO FILL  
THE VACANCY CREATED BY TOM BREED'S ASSIGNMENT TO THE  
TITLE III PROJECT

ANALYSIS OF QUALIFICATIONS:

Academic: Cindy Alfano holds a Master of Science Degree in Educational Psychology from the University of Wisconsin-Milwaukee. She holds a Bachelor Degree in Human Services from the same institution.

Professional Background: Ms. Alfano is in her third year as a full-time counselor in the Title IV Student Support Services Project. Her responsibilities have included academic, career, financial aid, and transfer counseling on an individual and group basis. She has also provided assessment services, taught college survival skills classes, and conducted a variety of career planning and development activities. She has had previous experience as a research assistant on counseling related projects.

Personal Qualifications: Ms. Alfano's professional evaluations at Sauk Valley Community College have been outstanding. Her immediate supervisor describes her as "an excellent and crucial member of the Student Support Services Program. Her contributions have contributed greatly to its success." Cindy has demonstrated that she is an excellent counselor who is often sought out by students for special counseling services. Student feedback regarding her counseling skills has been consistently above average.

Personal References Follow-up: Based on Ms. Alfano's demonstrated abilities and contributions to Sauk Valley Community College, she was a unanimous choice of the Counseling Department to fill the vacancy.



Announcement Process:

The position was advertised in the following manner:

1. Internally, an announcement of the vacancy was distributed throughout the institution.
2. An announcement of the vacancy was distributed to all community colleges in the state of Illinois.
3. The vacancy was listed with graduate placement offices in over 40 colleges and universities.

jo  
attachments

For Board Meeting of  
December 17, 1990

Agenda Item H-3

#### RETIREMENT

As the attached memorandum from Vice President Edison indicates, he has chosen to take early retirement as of August 31, 1991.

RECOMMENDATION: Board of Trustees acceptance with regret of the early retirement of Robert Edison from his position as Vice President of Business Services, effective August 31, 1991.



SAUK VALLEY  
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COLLEGE

173 IL Rt. 2, Dixon, IL 61021 • 815/288-5511

## MEMORANDUM

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TO: Dr. Behrendt

DATE: December 12, 1990

FROM: Robert Edison

A handwritten signature in cursive script, appearing to read "Bob", written over the printed name "Robert Edison".

SUBJECT: Retirement

In accordance with our recent discussion, this memorandum is to inform you of my plans to accept early retirement as of August 31, 1991.

n

For Board Meeting of  
December 17, 1990

Agenda Item I

DONATIONS

The college has received donations of business books and audiotapes on management from M.G. Garneau of Chadwick, and an equipment donation from Spencer Design, Machine and Gear Company of Sterling.

RECOMMENDATION: Board approval to accept the donations and send letters of appreciation to M.G. Garneau of Chadwick and Spencer Design, Machine and Gear Company of Sterling.



SAUK VALLEY  
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173 IL Rt. 2, Dixon, IL 61021 \* 815/288-5511

## MEMORANDUM

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**DATE:** December 7, 1990  
**TO:** Dr. Behrendt  
**FROM:** Virginia Thompson *js*  
**SUBJECT:** Donation

The Learning Resource Center has recently been given several business books and a set of audiotapes on management by M. G. Garneau, 22095 Clark Road, Chadwick, IL. I recommend this donation be accepted by the Board and an appropriate letter be sent.

js

cc Robert Thomas



SAUK VALLEY  
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## MEMORANDUM

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DATE: December 7, 1990  
TO: Dr. Behrendt  
FROM: Virginia Thompson *hjs*  
SUBJECT: Donation

The attached memo from Zollie Hall indicates that the college has received an equipment donation from Spencer Design, Machine and Gear Company. I recommend this donation be accepted by the Board and an appropriate letter be sent.

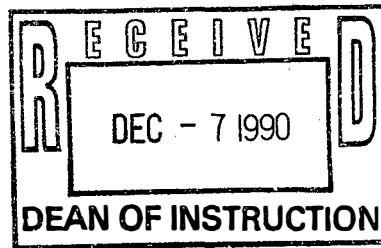
js

attachment



SAUK VALLEY  
COMMUNITY  
COLLEGE

173 IL Rt. 2, Dixon, IL 61021 \* 815/288-5511



## MEMORANDUM

To: Dr. Thompson  
From: Zollie W. Hall *ZWH*  
Date: December 7, 1990  
Subject: Donation

We have received one 1-500-321 Digimatic Cal, a miniprocessor and cable link from Spencer Design, Machine and Gear Company in Sterling.

This equipment will be used in our machine tool and quality assistance programs.

Jerry Frana assisted in receiving this donation.

dr

cc: Jerry Frana

# BILLS PAYABLE

December 17, 1990

## EDUCATION FUND

191-000-550	RICHARD GROHARING	Travel	16347	\$ 223.05
182-000-550	ROBERT EDISON	Travel	16348	215.62
110-600-550	VOID CK #15628 - lost			(306.80)
110-600-550	MARY WELLER	Replace #15628	16349	306.80
176-000-575	CENTEL	Service	16350	2,767.42
181-000-559	T.I.A.A.	Pres. insurnsnc	16351	136.50
182-000-541	NCCCBO ARIZONA CONFERENCE	dues - 40.00		
182-000-550	x x x	Reg. fee - 175.00	16352	215.00
191-000-535	COMMUNITY UNIT DIST. #5	Legal fees	16353	23.30
138-000-541.01	STUDENT NEED ANALYSIS SERVICES	Supplies	16354	100.00
	SVCC PAYROLL FUND	11-30-90 payroll	16355	174,395.36
176-000-575	HUGHES BUSINESS TELEPHONES	Service	16356	1,055.15
110-813-513-02	CARVER AERO AVIATION	AVA 101	16357	450.00
176-000-575	CENTEL	Service	16358	
				<hr/> 182,604.02
0,000,541.01	A A C D	MEMBERSHIP	16,359	80.00
0,000,541.02	ALDRICH CHEMICAL CO	SUPPLIES	16,360	130.46
0,000,541.03	A.A.S.L.H.	MEMBERSHIP	16,361	55.00
0,400,541.02	AMERICAN PSYCHOLOGICAL ASSN	SUPPLIES	16,362	46.95
0,300,541.02	ARATEX SERVICES INC	SUPPLIES	16,363	14.87
0,100,541.02	ASHTON TATE	SUPPLIES	16,364	181.80
0,000,550.00	JO ANN BABEL	SUPPLIES	16,365	6.05
0,100,550.00	GLENN BAILEY	TRAVEL	16,366	215.40
1,000,550.00	DOUG BANNON	TRAVEL	16,367	15.65
1,000,559.00	RICHARD BEHRENDT	EXPENSES	16,368	400.00
5,000,534.01	BELL ATLANTIC	SERVICE	16,369	3,734.61
0,812,550.00	BESTWESTERN BRANDYWINE	LUNCHES 13.63		
0,818,550.00	x x	46.01	16,370	59.64
0,512,541.02	BLOCK MUSIC CO INC	SUPPLIES	16,371	175.50
0,300,534.00	BONNELL REPAIR & TOWING	TOWING CAR	16,372	105.00
1,000,550.00	BRANDYWINE RESTAURANT	ADMIN COUNCIL	16,373	86.34
0,800,542.00	BUTLER PAPER CO	SUPPLIES	16,374	157.81
0,300,541.02	C & N SUPPLY	SUPPLIES	16,375	35.55
0,712,541.02	CGH MEDICAL CENTER	SUPPLIES	16,376	12.00
0,600,541.02	CAROLINA BIOLOGICAL SUPPLY	SUPPLIES	16,377	58.75
0,000,545.00	CAL NIA NEWSREEL	VIDEO	16,378	300.00
0,100,541.02	CASE RESEARCH	SUPPLIES	16,379	129.50
0,812,550.00	CONSOLIDATED MANAGEMENT	MEETINGS 12.38		
1,000,550.00	x x	35.00	16,380	47.38
0,810,547.00	CONTEMPORARY BOOKS INC	SUPPLIES	16,381	32.45
0,711,541.02	CURTIN MATHESON SCIENTIFIC	SUPPLIES	16,382	378.05



010,541.01	CURTIS 1000	SUPPLIES 58.63		
000,541.01	X X	179.66		
000,541.01		201.29		
000,541.01	X X	2276.77	16,383	2,716.35
000,545.00	DAEDALUS BOOKS	BOOKS	16,384	143.79
810,547.00	THE DAILY GAZETTE	PUB RELA 97.80		
000,541.03	X X	70.00	16,385	167.80
000,541.03	DAWSON	MAGAZINES	16,386	12.00
300,541.02	DIESEL INJECTION SERVICE	SUPPLIES	16,387	118.30
000,544.01	R K DIXON CO	SUPPLIES	16,388	173.68
000,547.00	DIXON TELEGRAPH	ADS	16,389	130.80
000,550.00	SANDRA DRANE	TRAVEL	16,390	5.46
100,541.02	EXPERT SYSTEMS DESIGN	SUPPLIES	16,391	23.20
000,541.01	GLOBAL COMPUTER SUPPLIES	SUPPLIES	16,392	15.90
300,541.02	GREAT LAKES AIR GAS INC	SUPPLIES 8.40		
711,541.02	X X	4.50	16,393	12.90
100,534.00	HASKELLS	SERVICE 24.00		
810,547.00	X X	SUPPLIES 26.37		
812,541.01	X X	47.06		
000,541.01	X X	69.75		
000,541.01	X X	9.75		
000,541.01	X X	34.77		
000,585.00	X X	1295.52	16,394	1,507.22
812,550.00	ZOLLIE HALL	TRAVEL	16,395	83.83
000,585.00	RON HESSER	EQUIPMENT	16,396	100.00
000,541.01	THE HIGHSMITH CO INC	SUPPLIES	16,397	62.06
500,550.00	DEBI HILL	TRAVEL	16,398	299.00
000,575.00	JOAN HIPPLE	PHONE-HOME	16,399	17.40
813,550.00	RICHARD HOLTAM	TRAVEL	16,400	89.98
000,585.00	I B M CORP	EQUIPMENT 7458.00		
000,534.01	X X	SERVICE 626.00	16,401	8,084.00
712,541.02	IV SUPPORT SYSTEMS	SUPPLIES	16,402	89.00
000,541.01	ILLINI TROPHY	NAME BADGE	16,403	4.00
000,545.00	INSIGHT MEDIA	BOOKS	16,404	729.75
000,541.03	THE INSTITUTE FOR RESEARCH	SUPPLIES	16,405	32.95
714,534.00	J R C E R T	REG FEE	16,406	1,110.00
000,544.01	KAROL MEDIA	SUPPLIES	16,407	13.00
117,541.02	KATOM RESTAURANT SUPPLY	SUPPLIES	16,408	40.74
000,550.00	JOAN KERBER	TRAVEL	16,409	51.20
714,550.00	BEVERLY KIELE	TRAVEL	16,410	85.50
000,541.01	THE KIPLINGER WASHINGTON LETTER	SUBSCR	16,411	63.00
000,593.00	KISHWAUKEE COLLEGE	CHARGEBACK	16,412	386.26
000,556.00	LEE WAYNE CO	SUPPLIES	16,413	629.50
000,541.03	THE LIBRARY OF CONGRESS	SUPPLIES	16,414	21.00
300,541.01	LOCH NESS INC	SUPPLIES	16,415	24.95
000,541.01	LYBEN COMPUTER SYSTEMS	SUPPLIES	16,416	102.50
812,550.00	MCCASLINS BAKERY	MEETING	16,417	9.76
000,534.00	MCPHERSON ELECTRONICS	SERVICE	16,418	95.26
000,585.00	MOORE BUSINESS PRODUCTS	EQUIPMENT	16,419	141.34
000,534.00	MUELLER AUDIO VISUAL	SERVICE	16,420	100.70
000,542.00	MULTIGRAPHICS	SUPPLIES	16,421	484.50
300,541.02	MYERS TIRE SUPPLY CO	SUPPLIES	16,422	379.14

0,000,541.01	NATIONAL COMPUTER SYSTEMS	SUPPLIES	16,423	694.48
0,811,541.01	NATIONAL PROJECT ON COMPUTERS...	SUPPLIES	16,424	10.00
0,711,550.00	HAROLD NELSON	TRAVEL	16,425	97.10
0,100,541.02	NEURALWARE INC	SUPPLIES	16,426	207.00
0,100,541.02	OASIS LASER SUPPLY	SUPPLIES 29.99		
0,811,541.01	X X	29.99		
0,000,541.01	X X	29.99	16,427	89.97
0,810,547.00	OGLE COUNTY NEWSPAPERS	PUB RELA 17.50		
0,000,554	X X	AD 7.85	16,428	25.35
0,000,547.00	OREGON REPUBLICAN REPORTER	ADS	16,429	38.40
0,000,593.00	PARKLAND COLLEGE	CHARGEBACK	16,430	6,001.98
0,000,541.01	PARLAY INTERNATIONAL	SUPPLIES	16,431	138.00
0,000,534.00	PETERSON OFFICE SERVICE	SERVICE 162.00		
0,000,565.00	X X	EQUIP 126.00	16,432	288.00
0,100,541.02	SIMON & SCHUSTER	SUPPLIES	16,433	40.12
0,500,550.00	WILLIAM L ROACH	TRAVEL	16,434	200.00
0,810,547.00	ROYAL PUBLISHING CO	PUB RELA	16,435	100.00
0,100,541.02	SVCC BOOKSTORE	SUPPLIES 13.43		
0,300,541.02	X X	16.14		
0,316,541.02	X X	12.71		
0,400,541.02	X X	74.49		
0,418,541.02	X X	3.06		
0,500,541.02	X X	9.70		
0,511,541.02	X X	45.18		
0,512,541.02	X X	5.98		
0,600,541.02	X X	26.11		
0,712,541.02	110-714-541.02	3.60		6.08
0,800,541.02		13.44		
0,813,541.02	X X	12.71		
0,000,541.03	X X	4.20		
0,000,544.01	X	2.24		
0,000,541.01	X X	7.90		
0,000,541.01	X X	38.60		
0,000,541.01	X X	3.69	16,436	300.16
0,300,541.02	SVCC BUILDING FUND	USE OF TRUCK	16,437	16.15
0,812,541.01	SVCC RESTRICTED PURP FUND	BALANCE FY 90 GRANT	16,438	26.30
0,818,541.01	SBM EQUIPMENT CENTER	SUPPLIES 122.00		
0,000,541.01	X X	303.00	16,439	425.00
0,000,550.00	JOHN SAGMOE	TRAVEL	16,440	144.91
0,811,550.00	MICHAEL SEGUIN	TRAVEL	16,441	28.05
0,000,550.00	SHELL OIL CO	PRES TRAVEL	16,442	112.23
0,000,541.01	SLAGLE PRINTING	SUPPLIES	16,443	52.73
0,300,541.02	SOC OF MANUFACTURING ENGINEERS	SUPPLIES	16,444	27.00
0,300,541.02	SPALDINGS USED CARS & PARTS	SUPPLIES	16,445	35.00
0,000,547.00	STAR COURIER	ADS	16,446	40.60

0.000,550.00	ROBERT THOMAS	TRAVEL	16,447	136.04
	VIRGINIA THOMPSON	TRAVEL	16,448	96.00
0.100,541.01	UARCO INC	SUPPLIES	16,449	70.26
0.000,541.01	UNIQUE COMPUTER CENTER	SUPPLIES	16,450	474.00
0.300,541.02	THE VECTOR GROUP	SUPPLIES	16,451	20.00
0.810,547.00	VERNON COMPANY	PUB RELA 158.60		
0.813,541.02	X X	108.60		
0.000,541.01	X X	SUPPLIES 1058.60	16,452	1,325.80
0.000,541.01	VISIBLE COMPUTER SUPPLY	SUPPLIES	16,453	565.89
0.810,547.00	W C C I	PUB RELA	16,454	61.20
0.810,547.00	W L L T	PUB RELA	16,455	150.00
0.810,547.00	W S S Q	PUB RELA	16,456	490.00
0.815,541.02	WAL MART	SUPPLIES	16,457	116.41
0.000,535.00	WARD MURRAY PACE & JOHNSON	SERVICES	16,458	324.00
0.800,541.02	WARDS NATURAL SCIENCE ESTAB	SUPPLIES	16,459	46.46
0.300,541.02	WARREN RADIO CO	SUPPLIES	16,460	50.00
0.000,593.00	WAUBONSEE COMM COLLEGE	CHARGEBACK	16,461	945.72
0.714,534.00	WAYNE INC	SERVICE 73.75		
0.714,541.02	X X	SUPPLIES 123.49	16,462	197.24
0.300,541.02	WHT MFG WESTPORT ATS CO	SUPPLIES	16,463	186.82
0.000,585.00	WENGER CORPORATION	EQUIP	16,464	3,471.00
0.000,529.00	DAVID YOUKER	TUITION REIMB	16,465	160.00
0.512,550.00	MELANIE YOUNG	ORCHESTRA TRAVEL	16,466	64.48
0.117,541.02	ZOLL BROTHERS	SUPPLIES	16,467	32.20
0.800,541.02	✓ SVCC PETTY CASH FUND	SUPPLIES 5.00		
0.813,541.02	X X	3.29	16,468	8.29
	SVCC IMPREST FUND	MISC EXPENSES	16,469	521.94

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43,463.76

Cks. #16347 - 16358 and void check

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182,604.02

TOTAL EDUCATION FUND FOR DECEMBER

\$226,072.78

# LIABILITY, PROTECTION & SETTLEMENT

-1292-000-527	DIXON NATIONAL BANK	Medicare 11/30	265	\$ 934.82
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TOTAL LIABILITY, PROTECTION & SETTLEMENT FOR DECEMEBER				\$934.82
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## OPERATION, BUILDING & MAINTENANCE

270-000-534.01	DISCOVERY UPHOLSTERY	Repairs	2812	\$ 375.00
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0.000,541.04	ACE HARDWARE	SUPPLIES	2,813	14.05
0.000,534.01	BONNELL INDUSTRIES INC	REPAIRS	2,814	127.92
0.000,573.00	COMMONWEALTH EDISON	SERVICE	2,815	20.82
0.000,541.04	CRESCENT ELECTRIC SUPPLY	SUPPLIES	2,816	51.69
0.000,541.04	DIXON GARAGE SUPPLY	SUPPLIES	2,817	72.96
0.000,541.04	ENGLEWOOD	SUPPLIES	2,818	19.14
0.000,541.04	GRUMMERTS TRUE VALUE	SUPPLIES	2,819	78.41
0.000,550.00	GLADYS GUNTLE	TRAVEL	2,820	21.32
0.000,534.01	HAMMES LAWN & GARDEN SERVICE	SERVICE	2,821	705.00
0.000,534.01	DAVID MAYES	SEWAGE TESTING	2,822	200.00
0.000,534.01	MONTGOMERY ELEVATOR CO	SERVICE	2,823	498.58
0.000,571.00	NORTHERN ILL GAS CO	SERVICE	2,824	1,029.94
0.000,541.04	REVERE	SUPPLIES	2,825	14.31
0.000,541.04	SVCC BOOKSTORE	SUPPLIES	2,826	39.99
0.000,541.04	SVCC EDUCATION FUND	SUPPLIES	2,827	91.94
0.000,541.04	STERNER LIGHTING SYSTEMS	SUPPLIES	2,828	247.26
0.000,541.04	STONY POINT LAUNDRY	SUPPLIES	2,829	7.20
0.000,541.04	STUTZKE HARDWARE	SUPPLIES	2,830	5.00
0.000,541.04	TEE JAY SERVICE INC	SUPPLIES	2,831	143.71
0.000,541.04	VALDSCHMIDT REPAIR	SUPPLIES	2,832	12.95
0.000,541.04	WESTINGHOUSE ELECTRIC	SUPPLIES	2,833	24.40
0.000,541.04	WOLOHANS	SUPPLIES	2,834	339.31
0.000,541.04	SVCC IMPREST FUND	MISC EXPENSES	2,835	52.95

TOTAL OPERATION, BUILDING & MAINTENANCE FOR DECEMBER				\$ 4,193.85
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IMPREST FUND

192-000-544.02	POSTMASTER	Bulk mailing	9094	\$ 74.50
270-000-541.04	FARM AND FLEET	Supplies	9095	33.95
192-000-544.02	UNITED PARCEL SERVICE	Service	9096	27.54
110-813-550	PAT EDWARDS	Supplies	9097	11.94
110-813-541.02	ANN HENDERSON	Supplies	9098	17.80
270-000-541.04	N.R.C.A.	Supplies	9099	8.00
110-714-550	R.S.N.A.	Conf. reg.	9100	50.00
192-000-544.02	UNITED PARCEL SERVICE	Service	9101	18.73
270-000-550	ROSS HERREN	Gas	9102	11.00
110-813-534.01	DALE HALL	Comm. Serv. Clerical	9103	40.00
110-813-534.01	DOROTHEA RAHN	Comm. Serv. Clerical	9104	40.00
110-813-534.01	ROBERT W. WASSON	Comm. Serv. Clerical	9105	40.00
110-813-534.01	NED NESTI	Comm. Serv. Clerical	9106	40.00
110-813-534.01	GARY CROEGAERT	Comm. Serv. Clerical	9107	40.00
110-813-534.01	RUSSELL CAMPEN	Comm. Serv. Clerical	9108	40.00
181-000-541.01	READERS DIGEST REPRINT EDITION	Supplies	9109	35.00
110-813-534.01	BARBARA BALLEW	Comm. Serv. Clerical	9110	40.00
192-000-544.02	UNITED PARCEL SERVICE	Service	9111	6.43
				<hr/>
				\$574.89

EDUCATION FUND	-	521.94
BUILDING FUND	-	52.95

Balance in fund	2449.11
Disbursements	574.89
Total in fund	3024.00

TREASURER'S REPORT

November 30, 1990

EDUCATION FUND

Balance on Hand October 31, 1990	\$ 272,023.95
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Receipts:

Taxes	94,483.56	
Charge-Back Revenue	172.96	
Federal Work Study	19,901.00	
Summer Tuition	126,661.73	
Fall Tuition	225,000.00	
Graduation Fees	30.00	
Transcript Fees	119.00	
Lab Fees	2,687.20	
Other Facility Rentals	704.33	
Interest on Investments	4,550.11	
Other Revenue	11,370.85	
Expenditure Credits	13,884.86	499,565.60

Total Available	\$ 771,589.55
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Disbursements:

Expenses for November	496,441.86	
Investments	1,870.60	498,312.46

Balance on Hand November 30, 1990	\$ 273,277.09
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OPERATIONS, BUILDING & MAINTENANCE FUND

Balance on Hand October 31, 1990	\$ 26,951.50
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Receipts:

Taxes	11,570.15	
Interest on Investments	2,996.15	
Other Revenue	1,059.25	
Expenditure Credits	582.97	16,208.52

Total Available	\$ 43,160.02
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Disbursements:

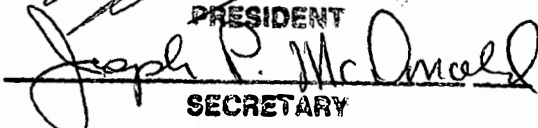
Expenses for November	25,308.24	
Investments	1,650.03	26,958.27

Balance on Hand November 30, 1990	\$ 16,201.75
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**SAUK VALLEY COMMUNITY COLLEGE**

**APPROVED BY**

  
\_\_\_\_\_  
**PRESIDENT**

  
\_\_\_\_\_  
**SECRETARY**

**DATE** 12-17-90

PROTECTION, HEALTH & SAFETY

Balance on Hand October 31, 1990 \$ 196,236.73

Taxes	19,281.72	
Interest on Investments	<u>757.75</u>	<u>20,039.47</u>

Total Available \$ 216,276.20

Disbursements:

Expenses for November		36,737.56
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Balance on Hand November 30, 1990 \$ 179,538.64

WORKING CASH FUND

Balance on Hand October 31, 1990 \$ 85,141.38

Receipts:

Interest on Investments		<u>10,301.75</u>
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Total Available \$ 95,443.13

Disbursements:

-0-

Balance on Hand November 30, 1990 \$ 95,443.13

AUDIT FUND

Balance on hand October 31, 1990 \$ 43,528.98

Receipts:

Taxes	1,589.11	
Interest on Investments	<u>191.08</u>	<u>1,780.19</u>

Total Available \$ 45,309.17

Disbursements:

Expenses for November		<u>22,075.00</u>
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Balance on Hand November 30, 1990 \$ 23,234.17



# LIABITLIY, PROTECTION & SETTLEMENT

Balance on Hand October 31, 1990 \$ 338,137.80

## Receipts:

Taxes	17,825.50	
Interest on Investments	1,484.97	
Expenditure Credits	3,286.01	<u>22,596.48</u>

Total Available \$ 360,734.28

## Disbursements:

Expenses for November		<u>8,095.58</u>
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Balance on Hand November 30, 1990 \$ 352,638.70

# BUILDING BOND PROCEEDS FUND

Balance on Hand October 31, 1990 \$ 26,720.41

## Receipts:

Interest on Investments		<u>2,004.13</u>
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Total Available \$ 28,724.54

## Disbursements:

-0-

Balance on Hand November 30, 1990 \$ 28,724.54

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## FUNDS INVESTED

United States Treasury	S & C	8.42	3-15-91	\$ 230,258.06
Citizens First Bank of Walnut	S & C	8.10	3-1-91	100,000.00
Farmers National Bank	S & C	8.00	5-18-91	100,000.00
Dixon National Bank	S & C	7.55	5-27-91	208,951.57
First National Bank	S & C	7.80	9-25-91	100,000.00
First Bank of Dixon	S & C	7.65	5-6-91	100,000.00
Central National Bank	Working Cash		Variable	1,372,994.25
Dixon National Bank	Working Cash	8.03	12-19-90	328,181.48
First of America	Working Cash	7.01	12-21-90	100,000.00
United States Treasury	Working Cash	8.24	4-11-91	253,935.00
United States Treasury	Working Cash	8.38	5-9-91	96,745.54
Community State Bank	Working Cash	8.10	2-6-91	100,000.00
Dixon National Bank	Working Cash	7.55	7-5-91	207,282.06
Milledgeville State Bank	Building	8.00	10-12-91	100,000.00
Tampico National Bank	Building	8.00	10-12-91	100,000.00
First National Bank of Amboy	Building	8.50	8-15-91	100,000.00
Rock Falls National Bank	Educ.& Bldg.		Variable	829,415.66
Smith Trust & Savings	Education	8.00	8-16-91	100,000.00
Ashton Bank & Trust	Education	8.05	8-15-91	100,000.00
Farmers Bank Of Sublette	Education	8.00	8-15-91	100,000.00
First National Bank	Education	7.80	9-20-91	<u>100,000.00</u>

TOTAL INVESTED

\$4,827,763.62

SAUK VALLEY COMMUNITY COLLEGE  
E.O.G. WORKSTUDY FUND  
Period Ending November 30, 1990  
B A L A N C E S H E E T

Cash on Hand	\$6,791.75	
Workstudy Awards Receivable from Fed. Gov. 1989-90	0.00	
Workstudy Awards Capital 1989-90		172,715.00
Workstudy Awards Paid 1989-90	172,715.00	
E.O.G. Awards Receivable from Fed. Gov. 1989-90	0.00	
E.O.G. Awards Capital 1989-90		61,248.00
E.O.G. Awards Paid 1989-90	61,248.00	
PELL Grant Awards Receivable from Fed. Gov. 1989-90	0.00	
PELL Grant Awards Capital 1989-90		758,261.00
PELL Grant Awards Paid 1989-90	758,261.00	
Workstudy Awards Receivable from Fed. Gov. 1990-91	68,809.08	
Workstudy Awards Capital 1990-91		172,198.00
Workstudy Awards Paid 1990-91	86,514.86	
EOG Awards Receivable from Fed. Gov. 1990-91	11,034.00	
EOG Awards Capital 1990-91		62,034.00
EOG Awards Paid 1990-91	49,686.08	
PELL Grant Awards Receivable from Fed. Gov. 1990-91	(2,497.20)	
PELL Grant Awards Capital 1990-91		357,914.00
PELL Grant Awards Paid 1990-91	391,232.58	
Transfer Account	(36,939.65)	
Inactive Federal Grants	17,514.50	
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	\$1,584,370.00	\$1,584,370.00

SAUK VALLEY COMMUNITY COLLEGE  
STUDENT LOAN FUND  
Period Ending 11/30/90  
B A L A N C E S H E E T

ASSETS:

Cash in Bank		\$9,082.71
Notes Receivable		2,908.00
		-----
		\$11,990.71
		=====

LIABILITIES & NET WORTH:

Fund Equity	\$11,725.87	
Net Profit	264.84	
	-----	
		\$11,990.71
		=====

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

INCOME:

Interest Income	\$174.84	
Bad Debts Repaid	100.00	
	-----	
		\$274.84

EXPENSES:

Bad Debts		\$10.00
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NET PROFIT

	\$264.84
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## SAUK VALLEY COMMUNITY COLLEGE BOOKSTORE

Period Ending 11-30-90

## B A L A N C E     S H E E T

## ASSETS:

Cash in Bank	\$145,540.59
Petty Cash	1,000.00
Investments	0.00
Accounts Receivable-Educational Fund	1,475.23
Inventory 6-30-90	127,733.97
	-----
	\$275,749.79
	=====

## LIABILITIES &amp; NET WORTH:

Accounts Payable-Student Activity Fund	\$954.00
Fund Equity	\$280,306.83
Fund Transfer	0.00
Net Loss	(5,511.04)
	-----
	274,795.79
	-----
	\$275,749.79
	=====

## P R O F I T     A N D     L O S S

## INCOME:

Textbook Sales	\$231,519.05
Supply Sales	24,639.75
Miscellaneous Sales	18,198.35
Paperback Sales	5,167.33
Used Book Sales	23,495.89
Magazine Sales	22.75
Sales Tax Collected	17,951.60
Other Income	228.00
Investment Income	0.00
	-----
	\$321,222.72

## EXPENSES:

Textbooks Purchased	\$220,966.23
Supplies Purchased	27,960.49
Miscellaneous Purchased	14,018.85
Paperbacks Purchased	3,761.36
Used Books Purchased	17,610.48
Sales Tax Paid	13,171.00
Salaries & Wages	21,619.55
Employee Benefits	0.00
Transportation Charges	4,699.05
Supply Expenses	1,365.52
Equipment	175.00
Travel	391.22
Telephone	135.62
Dues & Subscriptions	45.00
Other Expense	763.76
Over & Under	(6.63)
Bad Debts	57.26
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	\$326,733.76
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NET LOSS on a cash basis without regard to inventory  
or accounts payable

(\$5,511.04)

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SAUK VALLEY COMMUNITY COLLEGE  
RESTRICTED PURPOSES FUND  
November 30, 1990

Balance on Hand - November 1, 1990	\$511,428.46
Cash Over - November 9 Deposit	5.80
Cash Under - November 21 Deposit	(2.00)
Void Ck #21458 issued 8/90	34,228.76
Void Ck #21055 issued 8/90	1.00
Void Ck #20548 issued 8/90	27.40
Void Ck #20967 issued 8/90	15.00
JV 88 - Stop Payment	(240.00)
November Receipts	145,275.15
TOTAL FUNDS AVAILABLE DURING NOVEMBER	\$690,739.57
Cash Disbursements - November, 1990	409,105.06
Balance on Hand - November 30, 1990	\$281,634.51

STATEMENT OF INCOME & EXPENSE  
STUDENT ACTIVITY FUND

ACTIVITIES

Student Activity Assessments	\$4,523.67
Athletic Income	225.00
Drama Income	892.00
Student Activity Income	549.50
Student Activity Income-Restricted Purp. Source	0.00
Student Activity Income - Bookstore Source	0.00
Sauk Talk Income	21.80
Cash Over & Under	10.16
Other Student Activity Income	36.00
	\$6,258.13

TOTAL INCOME

	BUDGET	EXPENSE
Athletic Expense	35,492.	9,220.53
Cheerleader & Pom Pon Squad	2,500.	1,575.52
Speech Act. & Readers Theatre	5,000.	674.94
Drama Expense	5,500.	2,586.79
Music Expense	3,750.	423.89
Student Act. Expense	9,500.	2,516.37
Student Senate Expense	2,000.	182.63
Women's Intercollegiate Exp.	25,998.	14,200.98
SVCC Clubs	260.	0.00
Sauk Talk	7,000.	1,375.39
Contingencies/Non-Budgeted	0.	0.00

\$ 97,000.	TOTAL EXPENSE	\$32,757.04
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Excess of Expenditures over Revenues as of November 30, 1990	(\$26,498.91)
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## STATEMENT OF ASSETS AND LIABILITIES

ASSETS		REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank	281,634.51	Due to Educational Fund	\$4,454.94
		Due to Oper. & Maint. Fund	293.90
Petty Cash	1,700.00	Due to Bookstore	0.00
		Due Insurance Fund	0.00
Accts. Rec.	358,840.65	Due to Student Loan Fund	1,180.74
		Resident Student Tuition	654,135.00
Investments	92,103.22	Resident Tuition Refunds	(38,783.30)
		Out of District Tuition	129.28
		Lab Fees	22,508.50
		Lab Fees Refunds	(937.30)
		Accounts Payable	0.00
			\$642,981.76

## RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	(\$2,900.58)
Parking	6,095.94
Recreation Room Fund	3,061.02
Student Locker Fund	857.31
Building Fairness Grant	0.00
Community Services	33,237.37
Collegiate Choir	296.04
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	84,595.63
Sp. Serv. for Disadv. Exp-FY 90	(84,595.63)
Spec Serv For Disadv. Inc-FY 91	6,000.00
Spec Serv For Disadv. Exp-FY 91	(23,568.19)
JTPA/CAED Grant FY 91	(774.10)
HITS Grant	0.00
HITS Gt./NW Steel	0.00
HITS Gt./Sr. Home Comp.	5,380.00
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	0.00
HITS Gt./Amer. Health	0.00
HITS Gt./StaClean	0.00
HITS Gt./Sauk Valley Recycling	0.00
Special Population Gt. FY 91	(6,816.81)
Disadv.-Handicapped Gt. FY 91	2,132.82
Quality Assistance Gt.	(819.02)
Econ. Dev. Gt. II FY 91	4,082.36
Econ. Dev. Gt. Inc. FY 91	15,151.00
Econ. Dev. Gt. Exp. FY 91	(29,969.68)
Student Clubs	1,698.91
Adult Learning Book Charges	3,025.45
College Van	3,754.71
VIP/CPP	1,838.09

Student Serv/Special Projects	106,715.26	
SVCC Athletic Booster Club	2,026.03	
JTPA Title IIIA Grant	450.00	
DCC/Revenue/FY 91	147,809.00	
DCC/Expense/FY 91	(174,256.68)	
PELL Grants	38.15	
Voc. Educ. Adult Training	0.00	
Ill. Interp. Workshop	248.25	
SVCC Foundation	(1,319.12)	
Sauk Area Arts Council	0.00	
Sm. Bus. Dev. Gt./Inc./FY 91	415.00	
Sm. Bus. Dev. Gt./Exp./FY 91	(8,703.82)	
VITAL <sup>1</sup> - Secy of State FY 91	10,768.48	
Anna Johnson Estate	270.68	
Nursing Uniforms	0.00	
LPN Supplies	527.11	
Miscellaneous Account	14,759.84	
IL Personal Serv. Withholding	0.00	
Career Guidance & Counseling	87.76	
LRC Gt. Dept. of Educ. FY 90	5,416.20	
DCC/Sales	0.00	
Advanced Tech. Grant - FY 91	11,995.25	
TITLE III - MIS/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 - MIS/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	219,560.35	
Title III - MIS/Exp. FY 90	(107,392.33)	
Title III - Curr. Imp./FY 90	(80,304.76)	
Title III - Proj. Adm./Exp. FY90	(31,863.26)	
Title III - St Serv Ret/Exp FY91	(5,147.83)	
Title III - Nrs. Cln Lab/Exp FY91	(548.78)	
Title III - Proj. Admin/Exp FY91	(5,037.72)	
Title III - Eng Comp Lab/Exp FY91	(3,081.74)	\$125,193.96

# FUND EQUITY

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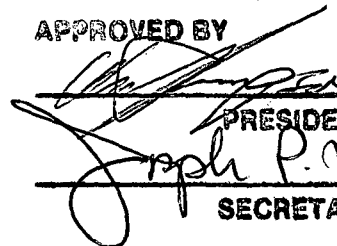
July 1, 1990	(\$7,398.43)	
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Excess of Expenditures over Revenue		
as of November 30, 1990	(26,498.91)	(\$33,897.34)

TOTAL ASSETS	\$734,278.38	TOTAL LIABILITIES & NET WORTH	\$734,278.38
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**SAUK VALLEY COMMUNITY COLLEGE**

**APPROVED BY**

  
\_\_\_\_\_  
**PRESIDENT**

**SECRETARY**

**DATE** 12-17-90



OFFICE OF BUSINESS SERVICES  
SAUK VALLEY COMMUNITY COLLEGE

BUDGET SUMMARY REPORT

12/31/90

		R E V E N U E			E X P E N D I T U R E S		
	BEGINNING FY 90 BALANCE (DEFICIT)	BUDGET	TO DATE	%	BUDGET	TO DATE	%
<hr/>							
GENERAL FUNDS							
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Education Fund	\$877,537	\$5,541,997	\$1,917,385	34.6%	\$6,007,450	\$2,043,429	34.0%
Operations, Building & Maintenance Fund	764,602	529,958	73,967	14.0%	565,600	137,835	24.4%
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TOTAL OPERATING FUND	\$1,642,139	\$6,071,955	\$1,991,352	32.8%	\$6,573,050	\$2,181,264	33.2%
SPECIAL REVENUE FUNDS							
<hr/>							
Liability, Protection & Settlement Fund (Insurance)	\$295,426	\$135,720	\$102,682	75.7%	\$135,000	\$46,404	34.4%
Audit Fund	\$35,929	\$22,500	\$9,380	41.7%	\$22,500	\$22,075	98.1%
Protection, Health & Safety Fund	\$4,858	\$320,765	\$155,770	48.6%	\$320,765	\$131,089	40.9%
PROPRIETARY FUNDS							
<hr/>							
Bookstore Fund	\$280,307	\$472,600	\$321,223	68.0%	\$442,600	\$326,734	73.8%
OTHERS							
Working Cash Fund	\$2,564,853	\$1,000	\$35,728		\$0	(\$244,000)	
Building Bond Proceeds Fund (Site and Construction)	\$869,698	\$65,002	\$7,100		\$280,000	\$8,864	

EXPENDITURES	BUDGET	PREVIOUS EXPENDITURES	THIS MONTH	TOTAL EXPENDITURES	%
110-000-000 INSTRUCTION					
110-100-000 BUSINESS EDUCATION					
110-100-513.01 Salaries - Full Time	\$237,403.00	\$56,608.20	\$11,321.64	\$67,929.84	28.61%
110-100-534 - Contractual Services	\$5,000.00	\$3,798.11	\$24.00	\$3,822.11	76.44%
110-100-541.02 General Materials & Supplies	\$14,675.00	\$4,298.13	\$917.90	\$5,216.03	35.54%
110-100-550 Conference & Meeting Expense	\$1,400.00	\$71.00	\$215.40	\$286.40	20.46%
	\$258,478.00	\$64,775.44	\$12,478.94	\$77,254.38	29.89%
110-117-000 FOOD SERVICES					
110-117-534 Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	ERR
110-117-541.02 General Materials & Supplies	\$3,500.00	\$1,784.08	\$72.94	\$1,857.02	53.06%
110-117-550 Conference & Meeting Expense	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
	\$3,600.00	\$1,784.08	\$72.94	\$1,857.02	51.58%
110-200-000 AGRICULTURE					
110-200-541.02 - General Materials & Supplies	\$500.00	\$113.25	\$0.00	\$113.25	22.65%
	\$500.00	\$113.25	\$0.00	\$113.25	22.65%
110-300-000 INDUSTRIAL EDUCATION					
110-300-513.01 Salaries - Full Time	\$219,320.00	\$50,542.20	\$10,108.44	\$60,650.64	27.65%
110-300-534 Contractual Services	\$3,500.00	\$565.93	\$105.00	\$670.93	19.17%
110-300-541.02 General Materials & Supplies	\$18,295.00	\$6,804.82	\$932.32	\$7,737.14	42.29%
110-300-550 Conference & Meeting Expense	\$1,400.00	\$284.40	\$0.00	\$284.40	20.31%
	\$242,515.00	\$58,197.35	\$11,145.76	\$69,343.11	28.59%
110-310-000 COSMETOLOGY					
110-310-538 Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
110-310-541.02 General Materials & Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
110-310-550 Conference & Meeting Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
110-316-000 HUMAN SERVICES					
110-316-534 Contractual Services	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
110-316-541.02 General Materials & Supplies	\$1,150.00	\$166.82	\$12.71	\$179.53	15.61%
110-316-550 Conference & Meeting Expense	\$300.00	\$230.00	\$0.00	\$230.00	76.67%
	\$1,550.00	\$396.82	\$12.71	\$409.53	26.42%
110-400-000 SOCIAL SCIENCE					
110-400-513.01 Salaries - Full Time	\$132,646.00	\$32,358.00	\$6,471.60	\$38,829.60	29.27%
110-400-541.02 General Materials & Supplies	\$5,070.00	\$1,043.35	\$234.14	\$1,277.49	25.20%
110-400-550 Conference & Meeting Expense	\$1,000.00	\$694.80	\$0.00	\$694.80	69.48%
	\$138,716.00	\$34,096.15	\$6,705.74	\$40,801.89	29.41%

110-410-000 E.M.T.

110-410-534	Contractual Services	\$1,500.00	\$0.00	\$0.00	\$0.00	0.00%
110-410-541.02	General Materials & Supplies	\$400.00	\$110.80	\$0.00	\$110.80	27.70%
110-410-550	Conference & Meeting Expense	\$50.00	\$0.00	\$0.00	\$0.00	0.00%
		\$1,950.00	\$110.80	\$0.00	\$110.80	5.68%

110-418-000 CRIMINAL JUSTICE

110-418-513.01	Salaries - Full Time	\$25,744.00	\$3,982.90	\$796.58	\$4,779.48	18.57%
110-418-534	Contractual Services	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
110-418-541.02	General Materials & Supplies	\$1,500.00	\$485.46	\$28.97	\$514.43	34.30%
110-418-550	Conference & Meeting Expense	\$600.00	\$235.80	(\$100.00)	\$135.80	22.63%
		\$28,044.00	\$4,704.16	\$725.55	\$5,429.71	19.36%

110-500-000 HUMANITIES

110-500-513.01	Salaries-Full Time (Humanities)	\$289,431.00	\$59,609.25	\$11,921.85	\$71,531.10	24.71%
110-500-541.02	General Materials & Supplies (Humanities)	\$3,600.00	\$1,080.11	\$126.65	\$1,206.76	33.52%
110-500-541.03	General Supplies - Title III (Humanities)	\$5,500.00	\$0.00	\$0.00	\$0.00	0.00%
110-500-550	Conference & Meeting Expense (Humanities)	\$2,800.00	\$395.09	\$499.00	\$894.09	31.93%
		\$301,331.00	\$61,084.45	\$12,547.50	\$73,631.95	24.44%

110-511-513.01	Salaries-Full Time (Art)	\$34,077.00	\$9,465.85	\$1,893.17	\$11,359.02	33.33%
110-511-534	Contractual Services (Art)	\$0.00	\$0.00	\$0.00	\$0.00	ERR
110-511-541.02	General Materials & Supplies (Art)	\$1,000.00	\$64.86	\$49.08	\$113.94	11.39%
110-511-550	Conference & Meeting Expense (Art)	\$200.00	\$86.00	\$0.00	\$86.00	
		\$35,277.00	\$9,616.71	\$1,942.25	\$11,558.96	32.77%

110-512-513.01	Salaries-Full Time (Music)	\$66,492.00	\$13,852.50	\$2,770.50	\$16,623.00	25.00%
110-512-534	Contractual Services (Music)	\$1,800.00	\$360.00	\$0.00	\$360.00	20.00%
110-512-541.02	General Materials & Supplies(Music)	\$4,168.00	\$624.58	\$191.53	\$816.11	19.58%
110-512-550	Conference & Meeting Expense(Music)	\$600.00	\$171.60	\$64.48	\$236.08	39.35%
		\$73,060.00	\$15,008.68	\$3,026.51	\$18,035.19	24.69%

110-600-000 MATH SCIENCE

110-600-513.01	Salaries - Full Time	\$216,854.00	\$54,337.25	\$10,867.45	\$65,204.70	30.07%
110-600-534	Contractual Services	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
110-600-541.02	General Materials & Supplies	\$13,650.00	\$6,863.13	\$406.28	\$7,269.41	53.26%
110-600-550	Conference & Meeting Expense	\$1,400.00	\$495.04	\$0.00	\$495.04	35.36%
		\$232,004.00	\$61,695.42	\$11,273.73	\$72,969.15	31.45%

110-711-000 MED. LAB. TECHNOLOGY

110-711-513.01	Salaries - Full Time	\$63,784.00	\$19,312.85	\$2,570.17	\$21,883.02	34.31%
110-711-534	Contractual Services	\$7,500.00	\$518.74	\$0.00	\$518.74	6.92%
110-711-541.02	General Materials & Supplies	\$11,805.00	\$7,721.02	\$382.55	\$8,103.57	68.65%
110-711-550	Conference & Meeting Expense	\$1,040.00	\$269.02	\$97.10	\$366.12	35.20%
		\$84,129.00	\$27,821.63	\$3,049.82	\$30,871.45	36.70%

110-410-000 E.M.T.

110-410-534	Contractual Services	\$1,500.00	\$0.00	\$0.00	\$0.00	0.00%
110-410-541.02	General Materials & Supplies	\$400.00	\$110.80	\$0.00	\$110.80	27.70%
110-410-550	Conference & Meeting Expense	\$50.00	\$0.00	\$0.00	\$0.00	0.00%

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		\$1,950.00	\$110.80	\$0.00	\$110.80	5.68%
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110-418-000 CRIMINAL JUSTICE

110-418-513.01	Salaries - Full Time	\$25,744.00	\$3,982.90	\$796.58	\$4,779.48	18.57%
110-418-534	Contractual Services	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
110-418-541.02	General Materials & Supplies	\$1,500.00	\$485.46	\$28.97	\$514.43	34.30%
110-418-550	Conference & Meeting Expense	\$600.00	\$235.80	(\$100.00)	\$135.80	22.63%

		\$28,044.00	\$4,704.16	\$725.55	\$5,429.71	19.36%
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110-500-000 HUMANITIES

110-500-513.01	Salaries-Full Time (Humanities)	\$289,431.00	\$59,609.25	\$11,921.85	\$71,531.10	24.71%
110-500-541.02	General Materials & Supplies (Humanities)	\$3,600.00	\$1,080.11	\$126.65	\$126.76	7.04%
110-500-541.03	General Supplies - Title III (Humanities)	\$5,500.00	\$0.00	\$0.00	\$0.00	0.00%
110-500-550	Conference & Meeting Expense (Humanities)	\$2,800.00	\$395.09	\$499.00	\$894.09	31.93%

		\$301,331.00	\$61,211.10	\$12,547.50	\$72,678.49	24.12%
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110-511-513.01	Salaries-Full Time (Art)	\$34,077.00	\$9,465.85	\$1,893.17	\$11,359.02	33.33%
110-511-534	Contractual Services (Art)	\$0.00	\$0.00	\$0.00	\$0.00	ERR
110-511-541.02	General Materials & Supplies (Art)	\$1,000.00	\$64.86	\$49.08	\$113.94	11.39%
110-511-550	Conference & Meeting Expense (Art)	\$200.00	\$86.00	\$0.00	\$86.00	

		\$84,129.00	\$27,821.63	\$3,049.82	\$30,871.45	36.70%
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110-712-000 A.D. NURSING

110-712-513.01	Salaries - Full Time	\$113,604.00	\$22,025.45	\$4,405.09	\$26,430.54	23.27%
110-712-516	Salaries - Office Staff	\$17,320.00	\$6,495.03	\$721.67	\$7,216.70	41.67%
110-712-534.01	Contractual Services	\$300.00	\$210.00	\$0.00	\$210.00	70.00%
110-712-534.02	Contractual Services - Title III	\$14,224.00	\$1,034.63	\$0.00	\$1,034.63	7.27%
110-712-541.02	General Materials & Supplies	\$4,560.00	\$2,878.12	\$116.87	\$2,994.99	65.68%
110-712-550	Conference & Meeting Expense	\$1,450.00	\$615.50	\$0.00	\$615.50	42.45%
		\$151,458.00	\$33,258.73	\$5,243.63	\$38,502.36	25.42%

110-713-000 L.P. NURSING

110-713-513.01	Salaries - Full Time	\$53,612.00	\$12,054.20	\$2,410.84	\$14,465.04	26.98%
110-713-534	Contractual Services	\$150.00	\$0.00	\$0.00	\$0.00	0.00%
110-713-541.02	General Materials & Supplies	\$2,230.00	\$1,162.50	\$8.40	\$1,170.90	52.51%
110-713-550	Conference & Meeting Expense	\$600.00	\$62.50	\$0.00	\$62.50	10.42%
		\$56,592.00	\$13,279.20	\$2,419.24	\$15,698.44	27.74%

110-714-000 RADIOLOGIC TECHNOLOGY

110-714-513.01	Salaries - Full Time	\$57,060.00	\$22,760.48	\$3,101.36	\$25,861.84	45.32%
110-714-534	Contractual Services	\$4,240.00	\$1,472.31	\$1,183.75	\$2,656.06	62.64%
110-714-541.02	General Materials & Supplies	\$3,395.00	\$1,447.79	\$129.57	\$1,577.36	46.46%
110-714-550	Conference & Meeting Expense	\$5,050.00	\$1,385.36	\$135.50	\$1,520.86	30.12%
		\$69,745.00	\$27,065.94	\$4,550.18	\$31,616.12	45.33%

110-715-000 PHYSICAL EDUCATION

110-715-513.01	Salaries - Full Time	\$57,200.00	\$11,916.65	\$2,383.33	\$14,299.98	25.00%
110-715-534	Contractual Services	\$2,200.00	\$798.40	\$0.00	\$798.40	36.29%
110-715-541.02	General Materials & Supplies	\$1,165.00	\$933.75	\$0.00	\$933.75	80.15%
110-715-550	Conference & Meeting Expense	\$400.00	\$0.00	\$0.00	\$0.00	0.00%
		\$60,965.00	\$13,648.80	\$2,383.33	\$16,032.13	26.30%

110-716-000 NURSING ASSISTANT

110-716-534	Contractual Services	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
110-716-541.02	General Materials & Supplies	\$1,080.00	\$333.10	\$0.00	\$333.10	30.84%
110-716-550	Conference & Meeting Expense	\$250.00	\$0.00	\$0.00	\$0.00	0.00%
		\$1,430.00	\$333.10	\$0.00	\$333.10	23.29%

110-800-000 FACULTY OFFICE & REPRODUCTION ROOM

110-800-516	Salaries - Secretarial	\$55,319.00	\$20,744.55	\$2,304.95	\$23,049.50	41.67%
110-800-518.01	Student Employees - Federal (Faculty Office)	\$13,000.00	\$4,090.70	\$233.70	\$4,324.40	33.26%
110-800-518.01-1	Student Employees - Federal (Workroom)	\$5,000.00	\$1,643.50	\$534.85	\$2,178.35	43.57%
110-800-534.01	Contractual Services (Fac. Off)	\$350.00	\$330.00	\$0.00	\$330.00	94.29%
110-800-534	Contractual Services (Workroom)	\$9,300.00	\$9,653.00	\$0.00	\$9,653.00	103.80%
110-800-537	Contractual (UNALLOCATED)	\$900.00	\$99.00	\$0.00	\$99.00	11.00%
110-800-542	General Materials & Supplies (Workroom)	\$1,830.00	\$1,642.15	(\$379.74)	\$1,262.41	68.98%
110-800-541.02	General Materials & Supplies (Faculty Office)	\$1,450.00	\$74.90	\$34.00	\$108.90	7.51%
110-800-541.03	General Materials & Supplies (Institutional Committees)	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
		\$87,449.00	\$38,277.80	\$2,727.76	\$41,005.56	46.89%

110-810-000 MARKETING & PUBLIC RELATIONS

110-810-511	Salaries - Administrative	\$34,775.00	\$13,040.64	\$1,448.96	\$14,489.60	41.67%
110-810-516	Salaries - Secretarial	\$15,000.00	\$503.36	\$0.00	\$503.36	3.36%
110-810-547	- General Materials & Supplies	\$99,932.00	\$21,499.00	\$1,257.95	\$22,756.95	22.77%
110-810-550	Conference & Meeting Expense	\$1,260.00	\$526.33	\$0.00	\$526.33	41.77%
		\$150,967.00	\$35,569.33	\$2,706.91	\$38,276.24	25.35%

110-811-000 DEAN OF ARTS & SOCIAL SCIENCES

110-811-511	Salaries - Administrative	\$47,649.00	\$17,868.42	\$1,985.38	\$19,853.80	41.67%
110-811-513.02	Salaries - Instruction (Part-time)	\$49,000.00	\$26,596.65	\$4,916.44	\$31,513.09	64.31%
110-811-513.03	Salaries - Instruction (Summer)	\$47,250.00	\$46,742.20	\$0.00	\$46,742.20	98.93%
110-811-516	Salaries - Secretarial	\$18,091.00	\$6,784.11	\$753.79	\$7,537.90	41.67%
110-811-518.01	- Student Employees (Federal)	\$12,000.00	\$4,263.60	\$638.40	\$4,902.00	40.85%
110-811-534	- Contractual Services	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
110-811-541.01	General Materials & Supplies	\$900.00	\$357.51	\$126.78	\$484.29	53.81%
110-811-550	Conference & Meeting Expense	\$2,500.00	\$1,365.11	\$28.05	\$1,393.16	55.73%
		\$177,890.00	\$103,977.60	\$8,448.84	\$112,426.44	63.20%

110-812-000 DEAN OF BUSINESS & TECHNOLOGY

110-812-511	Salaries - Administrative	\$51,693.00	\$19,384.92	\$2,153.88	\$21,538.80	41.67%
110-812-513.02	Salaries - Instruction (Part-time)	\$130,000.00	\$18,372.11	\$4,437.47	\$22,809.58	17.55%
110-812-513.03	Salaries - Instruction (Summer)	\$43,000.00	\$42,418.87	\$0.00	\$42,418.87	98.65%
110-812-516	Salaries Secretarial	\$19,921.00	\$6,128.22	\$625.00	\$6,753.22	33.90%
110-812-518.01	Student Employees (Federal)	\$15,979.00	\$5,168.20	\$985.10	\$6,153.30	38.51%
110-812-541.01	- General Materials & Supplies	\$1,500.00	\$473.54	\$63.20	\$536.74	35.78%
110-812-550	Conference & Meeting Expense	\$3,000.00	\$1,902.29	\$119.60	\$2,021.89	67.40%
		\$265,093.00	\$93,848.15	\$8,384.25	\$102,232.40	38.56%

110-813-000 DEAN OF COMM & EXTENDED SERVICES

110-813-511	Salaries - Administrative	\$45,979.00	\$17,242.11	\$1,915.79	\$19,157.90	41.67%
110-813-513.02	- Instructional Salaries	\$60,000.00	\$8,138.99	\$1,088.39	\$9,227.38	15.38%
110-813-513.03	Community Service Coordinators	\$8,000.00	\$1,385.72	\$346.43	\$1,732.15	21.65%
110-813-516	Salaries - Secretarial	\$15,069.00	\$5,568.74	\$627.88	\$6,196.62	41.12%
110-813-518.01	- Student Employees (Federal)	\$1,570.00	\$893.00	\$72.20	\$965.20	61.48%
110-813-534	- Contractual Services	\$1,500.00	\$0.00	\$280.00	\$280.00	18.67%
110-813-541.02	General Materials & Supplies	\$3,000.00	\$1,034.10	\$191.76	\$1,225.86	40.86%
110-813-550	Conference & Meeting Expense	\$2,250.00	\$748.38	\$101.92	\$850.30	37.79%
		\$137,368.00	\$35,011.04	\$4,624.37	\$39,635.41	28.85%

110-814-000 NURSING EDUCATION

110-814-511	Salaries - Administrative	\$44,070.00	\$20,202.08	\$1,437.48	\$21,639.56	49.10%
110-814-513.02	- Salaries - Instruction (Part-time)	\$45,000.00	\$6,613.37	\$1,642.00	\$8,255.37	18.35%
110-814-513.03	- Salaries - Instructional (Summer)	\$20,000.00	\$13,030.98	\$0.00	\$13,030.98	65.15%
110-814-518.01	- Student Employees (Federal)	\$4,820.00	\$1,219.80	\$66.50	\$1,286.30	26.69%
110-814-534	- Contractual Services	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
110-814-541.01	General Materials & Supplies	\$1,200.00	\$127.94	\$0.00	\$127.94	10.66%
110-814-550	Conference & Meeting Expense	\$1,250.00	\$0.00	\$0.00	\$0.00	0.00%
		\$116,540.00	\$41,194.17	\$3,145.98	\$44,340.15	38.05%

110-815-000 ACADEMIC SKILLS CENTER

110-815-513.01	Salaries - Full Time	\$65,223.00	\$16,770.35	\$3,354.07	\$20,124.42	30.85%
110-815-534	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
110-815-541.02	- General Materials & Supplies	\$7,050.00	\$1,629.72	\$258.95	\$1,888.67	26.79%
110-815-550	- Conference & Meeting Expense	\$700.00	\$0.00	\$0.00	\$0.00	0.00%
		\$72,973.00	\$18,400.07	\$3,613.02	\$22,013.09	30.17%

110-816-000 HONORS PROGRAM

110-816-534	Contractual Services	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
110-816-541.02	General Materials & Supplies	\$400.00	\$23.98	\$0.00	\$23.98	6.00%
110-816-550	Conference & Meeting Expense	\$250.00	\$32.42	\$0.00	\$32.42	12.97%
		\$750.00	\$56.40	\$0.00	\$56.40	7.52%

110-818-000 VICE PRESIDENT OF INSTRUCTION

110-818-511	- Salaries - Administrative	\$58,984.00	\$22,119.03	\$2,457.67	\$24,576.70	41.67%
110-818-516	Salaries - Secretarial	\$22,948.00	\$8,605.53	\$956.17	\$9,561.70	41.67%
110-818-518	Student Tutors	\$3,000.00	\$0.00	\$0.00	\$0.00	0.00%
110-818-518.01	Student Employees (Federal)	\$4,500.00	\$1,606.45	\$167.20	\$1,773.65	39.41%
110-818-534	Contractual Services	\$900.00	\$894.02	\$0.00	\$894.02	99.34%
110-818-541.01	General Materials & Supplies	\$3,700.00	\$1,706.19	\$311.55	\$2,017.74	54.53%
110-818-550	Conference & Meeting Expense	\$3,000.00	\$651.72	\$142.01	\$793.73	26.46%
		\$97,032.00	\$35,582.94	\$4,034.60	\$39,617.54	40.83%

120-000-000 LEARNING RESOURCE CENTER

120-000-513.03	Salaries - Instructional (Summer)	\$6,000.00	\$0.00	\$0.00	\$0.00	0.00%
120-000-515	Salaries - Professional	\$104,367.00	\$28,553.47	\$4,348.63	\$32,902.10	31.53%
120-000-516	Salaries - Secretarial	\$34,608.00	\$12,978.00	\$1,442.00	\$14,420.00	41.67%
120-000-518.01	Student Employees (Federal)	\$12,809.00	\$4,314.90	\$838.85	\$5,153.75	40.24%
120-000-534	Contractual Services	\$13,150.00	\$3,356.13	\$195.96	\$3,552.09	27.01%
120-000-541.01	Xerox Supplies	\$1,000.00	(\$42.08)	(\$366.57)	(\$408.65)	-40.87%
120-000-541.03	Library Supplies	\$17,050.00	\$11,710.45	\$236.47	\$11,946.92	70.07%
120-000-544.01	Audio Visual Supplies	\$6,500.00	\$2,305.23	(\$8.92)	\$2,296.31	35.33%
120-000-545	Library Books	\$40,000.00	\$7,328.66	\$1,113.54	\$8,442.20	21.11%
120-000-550	Conference & Meeting Expense	\$2,390.00	\$430.56	\$136.04	\$566.60	23.71%
		\$237,874.00	\$70,935.32	\$7,936.00	\$78,871.32	33.16%

130-000-000 STUDENT SERVICES AND AIDS

131-000-000 ADMISSIONS AND RECORDS

131-000-511	Salaries - Administrative	\$38,048.00	\$14,267.97	\$1,585.33	\$15,853.30	41.67%
131-000-516	Salaries - Secretarial	\$66,574.00	\$24,965.37	\$2,773.93	\$27,739.30	41.67%
131-000-518.01	Student Employees (Federal)	\$10,958.00	\$4,212.30	\$640.30	\$4,852.60	44.28%
131-000-534	Contractual Services	\$1,880.00	\$816.61	\$0.00	\$816.61	43.44%
131-000-541.01	General Materials & Supplies	\$14,000.00	\$4,018.10	\$1,784.85	\$5,802.95	41.45%
131-000-550	Conference & Meeting Expense	\$2,500.00	\$1,586.59	\$15.65	\$1,602.24	64.09%
		\$133,960.00	\$49,866.94	\$6,800.06	\$56,667.00	42.30%

132-000-000	COUNSELING AND TESTING					
132-000-515	- Salares - Professional	\$92,330.00	\$34,240.12	\$2,207.85	\$36,447.97	39.48%
132-000-516	- Salaries - Secretarial	\$22,591.00	\$6,784.11	\$753.79	\$7,537.90	33.37%
		\$114,921.00	\$41,024.23	\$2,961.64	\$43,985.87	38.27%
133-000-541.01	HEALTH SERVICES - Materials	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
		\$100.00	\$0.00	\$0.00	\$0.00	0.00%
134-000-000	FINANCIAL AIDS					
134-000-511	Salaries Administrative	\$46,092.00	\$17,284.50	\$1,920.50	\$19,205.00	41.67%
134-000-516	- Salaries Secretarial	\$35,261.00	\$13,222.89	\$1,469.21	\$14,692.10	41.67%
		\$81,353.00	\$30,507.39	\$3,389.71	\$33,897.10	41.67%
138-000-000	VICE PRESIDENT OF STUDENT SERVICES					
138-000-511	Salaries - Administrative	\$56,007.00	\$21,002.67	\$2,333.63	\$23,336.30	41.67%
138-000-516	Salaries - Secretarial	\$22,842.00	\$8,565.75	\$951.75	\$9,517.50	41.67%
138-000-518.01	Student Employees (Federal)	\$45,100.00	\$16,400.10	\$2,293.45	\$18,693.55	41.45%
138-000-519	Other Salaries (Coaching)	\$38,245.00	\$12,173.89	\$931.21	\$13,105.10	34.27%
138-000-534	Contractual Services	\$900.00	\$478.50	\$162.00	\$640.50	71.17%
138-000-541.01	General Materials & Supplies	\$19,400.00	\$8,207.99	\$1,070.56	\$9,278.55	47.83%
138-000-549	Commencement	\$7,000.00	\$892.27	\$0.00	\$892.27	12.75%
138-000-550	Conference & Meeting Expense	\$6,855.00	\$2,503.70	\$202.16	\$2,705.86	39.47%
138-000-554	Student Recruitment	\$2,500.00	\$2,119.63	\$0.00	\$2,119.63	84.79%
		\$198,849.00	\$72,344.50	\$7,944.76	\$80,289.26	40.38%
140-000-000	PUBLIC SERVICES					
140-000-514.02	Salaries	\$4,600.00	\$0.00	\$0.00	\$0.00	0.00%
140-000-534	Contractual Services	\$5,000.00	\$0.00	\$0.00	\$0.00	0.00%
140-000-541.02	General Materials & Supplies	\$5,300.00	\$0.00	\$0.00	\$0.00	0.00%
		\$14,900.00	\$0.00	\$0.00	\$0.00	0.00%
170-000-000	OPERATION & MAINTENANCE OF PLANT					
171-000-517	Salaries - Service Staff	\$443,579.00	\$161,569.99	\$16,568.76	\$178,138.75	40.16%
171-000-518.01	- Student Employees (Federal)	\$82,000.00	\$27,782.00	\$2,644.00	\$30,426.00	37.10%
171-000-518.017-	Matrons Work Study (Federal)	\$0.00	\$12,318.80	\$1,047.20	\$13,366.00	0.00%
176-000-575	Telephone	\$67,500.00	\$22,388.81	\$6,393.83	\$28,782.64	42.64%
		\$593,079.00	\$224,059.60	\$26,653.79	\$250,713.39	42.27%
181-000-000	GENERAL ADMINISTRATION					
181-000-000	PRESIDENT'S OFFICE					
181-000-511	Salaries - Administrative	\$80,657.00	\$30,246.39	\$3,360.71	\$33,607.10	41.67%
181-000-516	Salaries - Secretarial	\$26,280.00	\$9,855.00	\$1,095.00	\$10,950.00	41.67%
181-000-518.01	- Student Employees (Federal)	\$3,484.00	\$988.95	\$167.20	\$1,156.15	33.18%
181-000-534	Contractual Services	\$100.00	\$120.00	\$0.00	\$120.00	120.00%
181-000-541.01	General Materials & Supplies	\$2,000.00	\$572.14	\$280.76	\$852.90	42.65%
181-000-550	Conference & Meeting Expense	\$5,500.00	\$2,822.99	\$198.57	\$3,021.56	54.94%
181-000-556	Special Affairs	\$4,700.00	\$1,006.24	\$629.50	\$1,635.74	34.80%
181-000-559	Other Conf. & Meeting Expense	\$8,525.00	\$5,427.88	\$536.50	\$5,964.38	69.96%
		\$131,246.00	\$51,039.59	\$6,268.24	\$57,307.83	43.66%



182-000-000 VICE PRESIDENT OF BUSINESS SERVICES

182-000-511	Salaries - Administrative	\$105,779.00	\$35,248.27	\$2,630.42	\$37,878.69	35.81%
182-000-512	Salaries - Professional	\$24,594.00	\$6,368.44	\$0.00	\$6,368.44	25.89%
182-000-516	Salaries - Secretarial	\$96,925.00	\$36,460.41	\$4,038.05	\$40,498.46	41.78%
182-000-534	Contractual Services	\$6,500.00	\$1,463.27	\$0.00	\$1,463.27	22.51%
182-000-541.01	General Materials & Supplies	\$10,000.00	\$512.86	\$569.32	\$1,082.18	10.82%
182-000-550	Conference & Meeting Expense	\$3,900.00	\$968.25	\$396.08	\$1,364.33	34.98%
		\$247,698.00	\$81,021.50	\$7,633.87	\$88,655.37	35.79%

190-000-000 INSTITUTIONAL SUPPORT

191-000-000 BOARD OF TRUSTEES

191-000-535	Contractual -Legal	\$10,000.00	\$5,942.23	(\$3,680.70)	\$2,261.53	22.62%
191-000-549	Other Gen Supplies (Election)	\$1,000.00	\$137.58	\$0.00	\$137.58	13.76%
191-000-550	Conference & Meeting Expense	\$5,300.00	\$2,082.38	\$258.05	\$2,340.43	44.16%
		\$16,300.00	\$8,162.19	(\$3,422.65)	\$4,739.54	29.08%

192-000-000 INSTITUTIONAL SUPPORT EXPENSES

192-000-516	Salaries - Secretarial	\$17,852.00	\$7,044.47	\$761.83	\$7,806.30	43.73%
192-000-518.01	Student Employees (Federal)	\$5,935.00	\$2,925.55	\$423.90	\$3,349.45	56.44%
192-000-518.03	Student Employees (Federal) (Contingency)	\$4,448.00	\$1,430.70	\$133.00	\$1,563.70	35.16%
192-000-521	Group Medical & Life Insurance	\$430,000.00	\$176,829.12	(\$4,679.38)	\$172,149.74	40.03%
192-000-524	Medical Examination Fee	\$0.00	\$0.00	\$0.00	\$0.00	ERR
192-000-529	Tuition Reimbursement	\$7,000.00	\$2,850.50	\$160.00	\$3,010.50	43.01%
192-000-532	Curriculum Development	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
192-000-537	UNALLOCATED Contractual	\$2,000.00	\$915.50	\$0.00	\$915.50	45.78%
192-000-539	- In-Service Training	\$7,000.00	\$2,746.00	\$0.00	\$2,746.00	39.23%
192-000-541.02	Supplies (Faculty Association)	\$200.00	\$21.85	\$0.00	\$21.85	10.93%
192-000-544.02	Postage	\$51,500.00	\$16,475.29	(\$511.35)	\$15,963.94	31.00%
192-000-546	Publications/Dues	\$10,200.00	\$8,274.75	\$0.00	\$8,274.75	81.12%
192-000-547	Advertising	\$900.00	\$400.93	\$209.80	\$610.73	67.86%
192-000-554	Recruitment	\$5,000.00	\$1,995.60	\$7.85	\$2,003.45	40.07%
		\$543,035.00	\$221,910.26	(\$3,494.35)	\$218,415.91	40.22%

192-000-580 CAPITAL OUTLAY

192-000-585	Equipment	\$262,941.00	\$33,862.73	\$12,591.86	\$46,454.59	17.67%
		\$262,941.00	\$33,862.73	\$12,591.86	\$46,454.59	17.67%

193-000-000 AFFIRMATIVE ACTION

193-000-534	Contractual Services	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
193-000-541.02	General Materials & Supplies	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
193-000-550	Conference & Meeting Expense	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
		\$700.00	\$0.00	\$0.00	\$0.00	0.00%

194-000-000 INSTITUTIONAL RESEARCH

194-000-534	Contractual Services	\$3,000.00	\$0.00	\$0.00	\$0.00	0.00%
194-000-541.02	- General Materials & Supplies	\$1,000.00	\$17.30	\$0.00	\$17.30	1.73%
		\$4,000.00	\$17.30	\$0.00	\$17.30	0.43%

195-000-000 INFORMATION SYSTEMS

195-000-511	Salaries - Administrative	\$89,781.00	\$22,025.10	\$3,500.70	\$25,525.80	28.43%
195-000-516	Salaries - Office Staff	\$33,036.00	\$12,388.50	\$1,376.50	\$13,765.00	41.67%
195-000-518.01	Student Employees (Federal)	\$6,365.00	\$1,379.40	\$258.40	\$1,637.80	25.73%
195-000-532	Contractual - Consulting (Business Office)	\$0.00	\$0.00	\$0.00	\$0.00	ERR
195-000-534.01	Contractual - Admin.	\$121,100.00	\$22,557.71	\$4,360.61	\$26,918.32	22.23%
195-000-534.02	Contractual - Educ.	\$28,450.00	\$15,000.00	\$0.00	\$15,000.00	52.72%
195-000-541.01	General Supplies - Admin.	\$15,900.00	\$5,140.51	\$1,770.52	\$6,911.03	43.47%
195-000-541.02	General Supplies - Educ.	\$6,500.00	\$1,483.78	\$0.00	\$1,483.78	22.83%
195-000-550	Conference & Meeting Expense	\$5,000.00	\$84.84	\$0.00	\$84.84	1.70%
		\$306,132.00	\$80,059.84	\$11,266.73	\$91,326.57	29.83%

196-000-000 PLANNING AND DEVELOPMENT

196-000-511	Salaries - Administrative	\$46,064.00	\$18,203.46	\$2,229.16	\$20,432.62	44.36%
196-000-516	Salaries - Secretarial	\$17,672.00	\$5,632.92	\$773.16	\$6,406.08	36.25%
196-000-534	Contractual Services	\$3,000.00	\$0.00	\$0.00	\$0.00	0.00%
196-000-541.01	General Materials & Supplies	\$2,220.00	\$890.96	\$58.42	\$949.38	42.76%
196-000-550	Conference & Meeting Expense	\$4,000.00	\$1,839.81	\$0.00	\$1,839.81	46.00%
		\$72,956.00	\$26,567.15	\$3,060.74	\$29,627.89	40.61%

197-000-593 TUITION CHARGE-BACK

\$25,000.00	\$10,954.35	\$7,333.96	\$18,288.31	73.15%
\$25,000.00	\$10,954.35	\$7,333.96	\$18,288.31	73.15%

199-000-600 PROVISION FOR CONTINGENCIES

\$175,000.00	\$0.00	\$0.00	\$0.00	0.00%
\$175,000.00	\$0.00	\$0.00	\$0.00	0.00%

TOTAL EDUCATIONAL FUND EXPENDITURES.

\$6,007,450.00	\$1,831,241.10	\$212,187.92	\$2,043,429.02	34.01%
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OPERATIONS & MAINTENANCE FUND

270-000-000 OPERATIONS & MAINTENANCE FUND

270-000-534.01	Contractual Services	\$137,000.00	\$20,020.19	\$1,906.50	\$21,926.69	16.00%
270-000-534.02	Contractual - Deficiency					
270-000-541.04	General Materials & Supplies	\$55,000.00	\$12,425.90	\$621.30	\$13,047.20	23.72%
270-000-550	Conference & Meeting Expense	\$2,100.00	\$659.48	\$32.32	\$691.80	32.94%
		\$194,100.00	\$33,105.57	\$2,560.12	\$35,665.69	18.37%
271-000-571	Gas	\$89,500.00	\$25,632.56	\$1,029.94	\$26,662.50	29.79%
276-000-573	Electricity	\$247,000.00	\$74,456.12	\$20.82	\$74,476.94	30.15%
276-000-587	Equipment	\$9,000.00	\$1,030.20	\$0.00	\$1,030.20	11.45%

290-000-000 INSTITUTIONAL SUPPORT

292-000-560 Fixed Charges

292-000-561 - Rental

\$1,000.00 \$0.00 \$0.00 \$0.00 0.00%

\$1,000.00 \$0.00 \$0.00 \$0.00 0.00%

299-000-600 PROVISION FOR CONTINGENCIES

\$25,000.00 \$0.00 \$0.00 \$0.00 0.00%

\$25,000.00 \$0.00 \$0.00 \$0.00 0.00%

TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES

\$565,600.00 \$134,224.45 \$3,610.88 \$137,835.33 24.37%

TOTAL OPERATING FUND EXPENDITURES

\$6,573,050.00 \$1,965,592.20 \$215,798.80 \$2,180,310.89 33.17%

## EXPENDITURES

	BUDGET	PREVIOUS EXPENDITURES	THIS MONTH	TOTAL EXPENDITURES	%
LIABILITY, PROTECTION & SETTLEMENT FUND					
1292-000-000 Institutional Support					
1292-000-523 - Worker's Compensation	\$32,000.00	\$25,639.07	(\$839.04)	\$24,800.03	77.50%
1292-000-526 - Unemployment Compensation	\$20,000.00	\$897.35	(\$574.05)	\$323.30	1.62%
1292-000-527 - Medicare	\$18,000.00	\$7,367.78	(\$938.10)	\$6,429.68	35.72%
1292-000-528 - Tort Liability Insurance	\$65,000.00	\$14,851.00	\$0.00	\$14,851.00	22.85%
TOTAL LIABILITY, PROTECTION & SETTLEMENT EXPENDITURES	\$135,000.00	\$48,755.20	(\$2,351.19)	\$46,404.01	34.37%
=====					
AUDIT FUND					
1192-000-531 - Audit Services	\$22,500.00	\$22,075.00	\$0.00	\$22,075.00	98.11%
TOTAL AUDIT FUND EXPENDITURES	\$22,500.00	\$22,075.00	\$0.00	\$22,075.00	98.11%
=====					
WORKING CASH FUND					
700-000-711 - Transfer to Other Funds	\$0.00	(\$244,000.00)	\$0.00	(\$244,000.00)	0.00%
TOTAL WORKING CASH FUND EXPENDITURES	\$0.00	(\$244,000.00)	\$0.00	(\$244,000.00)	0.00%
=====					
CAPITAL PROJECTS					
BUILDING BOND PROCEEDS FUND					
1390-000-000 Institutional Support					
1390-000-582 Site Improvement	\$50,000.00	\$0.00	\$0.00	\$0.00	0.00%
1390-000-584 Building Improvement	\$100,000.00	\$0.00	\$0.00	\$0.00	0.00%
Data Proc High Tech	\$0.00	\$8,863.91	\$0.00	\$8,863.91	0.00%
1390-000-586 Equipment-Instructional	\$50,000.00	\$0.00	\$0.00	\$0.00	0.00%
1390-000-587 Equipment-Service	\$75,000.00	\$0.00	\$0.00	\$0.00	0.00%
1390-000-589 Other Capital Outlay	\$5,000.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL BUILDING BOND PROCEEDS FUND EXPENDITURES	\$280,000.00	\$8,863.91	\$0.00	\$8,863.91	3.17%
=====					
PROTECTION, HEALTH & SAFETY FUND					
0390-000-584 - Building Improvements	\$320,765.00	\$131,089.06	\$0.00	\$131,089.06	40.87%
TOTAL PROTECTION, HEALTH & SAFETY FUND EXPENDITURES	\$320,765.00	\$131,089.06	\$0.00	\$131,089.06	40.87%
=====					
PROPRIETARY FUNDS					
	\$442,600.00	\$316,080.48	\$10,653.28	\$326,733.76	73.82%
TOTAL PROPRIETARY FUNDS EXPENDITURES	\$442,600.00	\$316,080.48	\$10,653.28	\$326,733.76	73.82%
=====					

FISCAL YEAR 1991

Ending December 31, 1990  
5/12 = 41.67%

REVENUE	BUDGET	PREVIOUS RECEIPTS	THIS MONTH	TOTAL RECEIPTS	%
100-000-400 EDUCATIONAL FUND					
100-000-410 Local Governmental Sources					
100-000-411.01 - 1989 Taxes 1/2(645,500,000 @ .24 1/2	\$785,872.00	\$655,847.38	\$94,483.56	\$750,330.94	95.48%
100-000-411.02 - 1990 Taxes 1/2(645,500,000 @ .24 1/2	\$785,872.00	\$0.00	\$0.00	\$0.00	0.00%
100-000-414 - Chargeback Revenue Back Taxes	\$2,000.00 \$0.00	\$1,772.84 \$0.00	\$172.96 \$0.00	\$1,945.80 \$0.00	97.29%
TOTAL LOCAL GOVERNMENT REVENUE	\$1,573,744.00	\$657,620.22	\$94,656.52	\$752,276.74	47.80%
100-000-420 State Governmental Sources					
100-000-421 - State Apportionment Based on FY '88 enrollment - 45,297 hrs.	\$1,506,931.00	\$410,900.00	\$0.00	\$410,900.00	27.27%
100-000-421.02 - State Equalization Grants	\$568,986.00	\$142,246.50	\$0.00	\$142,246.50	25.00%
100-000-421-060 - Advanced Technology Grant	\$47,981.00	\$0.00	\$0.00	\$0.00	0.00%
100-000-423 - Vocational Technical Education					
100-000-423.01.1 - Regular Reimbursement	\$60,000.00	\$57,904.33	\$0.00	\$57,904.33	96.51%
100-000-423.01.2 - Equipment Reimbursement	\$28,357.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL STATE GOVERNMENT REVENUE	\$2,212,255.00	\$611,050.83	\$0.00	\$611,050.83	27.62%
100-000-430 Federal Governmental Sources					
100-000-431 - Federal Work Study	\$172,198.00	\$66,613.86	\$19,901.00	\$86,514.86	50.24%
100-000-439 - Other Federal	\$6,000.00	\$96.93	\$0.00	\$96.93	1.62%
TOTAL FEDERAL GOVERNMENT REVENUE	\$178,198.00	\$66,710.79	\$19,901.00	\$86,611.79	48.60%
100-000-440 Student Tuition and Fees					
100-000-441.01 Summer	\$130,000.00	\$0.00	\$126,661.73	\$126,661.73	97.43%
100-000-441.02 Fall	\$589,000.00	\$0.00	\$225,000.00	\$225,000.00	38.20%
100-000-441.03 Spring	\$575,000.00	\$0.00	\$0.00	\$0.00	0.00%
Total Tuition	\$1,294,000.00	\$0.00	\$351,661.73	\$351,661.73	27.18%
100-000-442.01 Graduation Fees	\$3,600.00	\$810.00	\$30.00	\$840.00	23.33%
100-000-442.04 Transcript Fees	\$1,400.00	\$551.00	\$119.00	\$670.00	47.86%
100-000-442.05 Laboratory Fees	\$35,000.00	\$0.00	\$2,687.20	\$2,687.20	7.68%
100-000-442.09 Public Service Income	\$14,900.00	\$0.00	\$0.00	\$0.00	0.00%
Total Fees	\$54,900.00	\$1,361.00	\$2,836.20	\$4,197.20	7.65%
TOTAL TUITION AND FEES REVENUE	\$1,348,900.00	\$1,361.00	\$354,497.93	\$355,858.93	26.38%

100-000-460	Rental of Facilities	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
100-000-469	Other Facility Rentals (Food)	\$7,000.00	\$905.99	\$704.33	\$1,610.32	23.00%
100-000-470	Interest on Investments	\$167,000.00	\$14,049.69	\$4,550.11	\$18,599.80	11.14%
100-000-489	Restricted Fund Income (358)	\$7,500.00	\$8,115.94	\$0.00	\$8,115.94	108.21%
100-000-499	- Other Revenue	\$47,400.00	\$71,889.74	\$11,370.85	\$83,260.59	175.66%
100-000-721	Transfer from Bookstore	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL OTHER SOURCES REVENUE		\$228,900.00	\$94,961.36	\$16,625.29	\$111,586.65	48.75%
TOTAL EDUCATIONAL FUND REVENUE		\$5,541,997.00	\$1,431,704.20	\$485,680.74	\$1,917,384.94	34.60%
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200-000-400 OPERATIONS AND MAINTENANCE FUND						
200-000-410 Local Governmental Sources						
200-000-411.01	- 1989 Taxes	\$96,229.00	\$80,313.17	\$11,570.15	\$91,883.32	95.48%
200-000-411.02	- 1990 Taxes	\$96,229.00	\$0.00	\$0.00	\$0.00	0.00%
	Back Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Local Government		\$192,458.00	\$80,313.17	\$11,570.15	\$91,883.32	47.74%
200-000-420 State Governmental Sources						
200-000-427	- Replacement of Corporate Personal Property Tax	\$225,000.00	\$203,641.67	\$0.00	\$203,641.67	90.51%
200-000-470	Interest on Investment	\$100,000.00	\$13,287.98	\$2,996.15	\$16,284.13	16.28%
200-000-499	Miscellaneous Revenue	\$12,500.00	\$5,098.57	\$1,059.25	\$6,157.82	49.26%
200-000	Transfer from Other Funds	\$0.00	(\$244,000.00)	\$0.00	(\$244,000.00)	0.00%
TOTAL OPERATIONS AND MAINTENANCE FUND REVENUE		\$529,958.00	\$58,341.39	\$15,625.55	\$73,966.94	13.96%
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TOTAL OPERATING BUDGETED REVENUE		\$6,071,955.00	\$1,490,045.59	\$501,306.29	\$1,991,351.88	32.80%
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SPECIAL REVENUE

LIABILITY, PROTECTION, AND SETTLEMENT FUND

1200-000-410 Local Governmental Sources

1200-000-411.01	1989 Taxes	\$67,360.00	\$78,260.27	\$17,825.50	\$96,085.77	142.65%
1200-000-411.02	1990 Taxes	\$67,360.00	\$0.00	\$0.00	\$0.00	0.00%
	Back Taxes	\$0.00	\$0.00	\$1,484.97	\$1,484.97	0.00%
1200-000-470	Investment Income	\$1,000.00	\$5,111.52	\$0.00	\$5,111.52	511.15%

TOTAL LIABILITY, PROTECTION, AND  
SETTLEMENT FUND REVENUE

\$135,720.00	\$83,371.79	\$19,310.47	\$102,682.26	75.66%
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AUDIT FUND

1100-000-410 Local Governmental Sources

1100-000-411.01	1989 Taxes	\$10,906.00	\$6,977.43	\$1,589.11	\$8,566.54	78.55%
1100-000-411.02	1990 Taxes	\$10,906.00	\$0.00	\$0.00	\$0.00	0.00%
	Back Taxes	\$0.00	\$0.00	\$191.08	\$191.08	0.00%
1100-000-470	Interest on Investments	\$688.00	\$622.14	\$0.00	\$622.14	90.43%

TOTAL AUDIT FUND REVENUE

\$22,500.00	\$7,599.57	\$1,780.19	\$9,379.76	41.69%
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DEBT SERVICES

WORKING CASH FUND

700-000-470 Other Sources

700-000-470	- Investment Income	\$1,000.00	\$25,426.50	\$10,301.75	\$35,728.25	3572.83%
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TOTAL WORKING CASH FUND REVENUE

\$1,000.00	\$25,426.50	\$10,301.75	\$35,728.25	3572.83%
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CAPITAL PROJECTS

BUILDING BOND PROCEEDS FUND

1300-000-420 Local Governmental Sources

1300-000-429 - State Grants & Contributions	\$1.00	\$0.00	\$0.00	\$0.00	0.00%
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1300-000-430 Federal Governmental Sources

1300-000-439 - Federal Grants & Contributions	\$1.00	\$0.00	\$0.00	\$0.00	0.00%
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1300-000-470 Investment Income	\$65,000.00	\$5,095.59	\$2,004.13	\$7,099.72	10.92%
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TOTAL BUILDING BOND PROCEEDS FUND REVENUE	\$65,002.00	\$5,095.59	\$2,004.13	\$7,099.72	10.92%
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PROTECTION, HEALTH, AND SAFETY FUND

0300-000-410 Local Governmental Sources

0300-000-411.01 1989 Taxes	\$160,382.00	\$133,840.73	\$19,281.72	\$153,122.45	95.47%
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0300-000-411.02 - 1990 Taxes	\$160,382.00	\$0.00	\$0.00	\$0.00	0.00%
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Back Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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Total Local Government Sources	\$320,764.00	\$133,840.73	\$19,281.72	\$153,122.45	47.74%
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0300-000-470 - Investment Income	\$1.00	\$1,889.89	\$757.75	\$2,647.64	264764.00%
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	\$1.00	\$1,889.89	\$757.75	\$2,647.64	264764.00%
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TOTAL PROTECTION, HEALTH, AND SAFETY FUND REVENUE	\$320,765.00	\$135,730.62	\$20,039.47	\$155,770.09	48.56%
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PROPRIETARY FUNDS

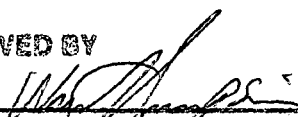
BOOKSTORE	\$472,600.00	\$236,551.83	\$84,670.89	\$321,222.72	67.97%
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TOTAL REVENUE	\$7,089,542.00	\$1,983,821.49	\$639,413.19	\$2,623,234.68	37.00%
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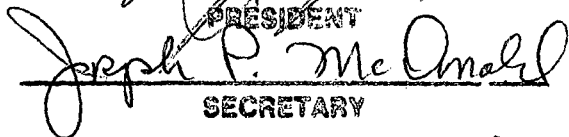


SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY



PRESIDENT



SECRETARY

DATE 12-17-90