

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Third Floor Board Room

April 22, 1991

7:00 p.m.

A. Call to Order

B. Roll Call

C. Communication from Visitors

D. Approval of Minutes

E. President's Report

1. Ray Hager - Academic All-American
2. AACJC News
3. ICCTA Faculty of the Year Nominee
4. Faculty Publication
5. End of the Year Activities
6. Endowment Challenge Fund - \$563,403.08
7. Policies of the Month - 514.01 - 518.01

F. Financial Reports and Actions

1. Treasurer's Report
2. Bills Payable
3. Payroll
4. Budget Report
5. Fall Tuition Income
6. 1991-92 Pathfinder Bids
7. Viewbook Bids
8. Computer Bids (Title III)
9. Bucket Truck Purchase

G. Executive Session

H. Personnel Recommendations

1. Resignation
2. Part-time Faculty

I. Other Actions

1. General Ed Requirements
2. Donation
3. Gold Card for Retirees

J. Reports

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

K. Time of Next Meeting

Wednesday, May 29, 1991 - 7:00 p.m.

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

April 22, 1991

The Board of Trustees of Sauk Valley Community College met in regular meeting at 7:00 p.m. on April 22, 1991 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	Joseph McDonald
B.J. Wolf	William Yemm
William Simpson	Jeff Munson

**SVCC Staff:** President Richard L. Behrendt  
Vice President Robert Edison  
Vice President John Sagmoe  
Vice President Virginia Thompson  
Vice President Karen Kylen  
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 March 25 meeting as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

**President's Report:** President Behrendt introduced Ray Hager, Student Senate President, who reported on his trip to the AACJC Annual Convention in Kansas City where he was named (one of 20) to the All USA Academic First Team.

President Behrendt reported that David Pierce had been named AACJC executive director; that Chick West had been named ICCTA Faculty of the Year nominee from SVCC; that Judith Williamson had an article entitled "Old House and Old Women" accepted for publication in the TETYC journal; that Ann Edmonds (first student to register at SVCC) had been selected to speak at this year's Commencement; that summer enrollment was up 50% and that the Endowment Challenge Grant Fund balance was \$563,403.80.

**Minutes:**

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

**Treasurer's Report:**

It was moved by Member Andersen 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 Densmore that the Board approve bills in the following amounts:

Educational Fund	\$483,072.37
Liability	12,234.73
Operation, Building	55,241.69

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

**Payroll:**

It was moved by Member Groharing and seconded by Member Yemmm that the Board approve the March 31 payroll in the amount of \$220,479.72 and the April 15 payroll in the amount of \$219,934.94. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

**Pathfinder  
Bids:**

It was moved by Member Andersen and seconded by Member Densmore that the Board approve the low bid of the Dixon Telegraph (\$17,955) to print and direct mail five Pathfinder class schedules for the 1991-92 academic year. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

**Viewbook Bids:**

It was moved by Member Groharing and seconded by Member Yemmm that the Board accept the low bid of Tan Book Publishers in the amount of \$7,740.46 to publish 12,000 1991-93 Viewbooks. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Computer Bids:

It was moved by Member Andersen and seconded by Member Yemm that the Board accept the bid of \$69,372.24 from MicroAge Computer Center for 24 MacIntosh computers and software with funds to be utilized from the Title III Grant. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Bucket Truck Purchase:

It was moved by Member Groharing and seconded by Member Yemm that the Board approve the purchase of a used bucket construction truck from Branson Electric at a cost of \$8,000 from current operating funds. In a roll call vote, the following was recorded: Ayes - Members Groharing, McDonald, Wolf, Yemm and Simpson. Nays - Members Andersen and Densmore. Motion carried. Student Trustee Johnson advisory vote: aye.

Executive Session:

At 7:25 p.m. it was moved by Member Groharing and seconded by Member Densmore 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 8:10 p.m.

Resignation:

It was moved by Member Densmore and seconded by Member Groharing that the Board accept with regret the resignation of Kristin Olsen, Director of Marketing and Public Relations. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Part-time Faculty:

It was moved by Member Yemm and seconded by Member Groharing that the Board approve the attached list of part-time faculty for the 1990-91 school year. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

General Ed Requirements:

It was moved by Member Wolf and seconded by Member Densmore that the Board approve the attached changes in the general education requirements for the AA and AS degree requirements. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Donation:

It was moved by Member Densmore and seconded by Member Groharing that the Board approve the donation of two IBM 3380-BO4 Disk Drives from National Manufacturing of Sterling. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Gold Card for Retirees:

It was moved by Member Andersen and seconded by Member Yemm that the Board give approval to the administration to issue a "Gold Card" to eligible retirees following guidelines established by the SVCC Recognition Committee. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Reports:

Student Trustee Munson reported that the Student Senate had donated and planted 46 white pine trees on campus and introduced the new Student Trustee - Steve Franklin.

ICCTA Representative Groharing discussed the income tax surcharge and the revenue to be lost by the college if the surcharge is not extended. He also reminded the Board that May 15 was Lobby Day in Springfield.

It was then moved by Member Groharing and seconded by Member Wolf that the SVCC Board of Trustees pass a resolution approving the extension of the surcharge and send copies of this resolution to our six legislators and Governor Edgar. In a roll call vote, all voted aye. Motion carried. Student Trustee Munson advisory vote: aye.

Reports:  
(Continued)

Foundation liaison Yemm reported on the investment policy recently adopted by the Foundation and the Honors Program held at the college on April 17.

Adjournment:

Since the scheduled business was completed, it was moved by Member McDonald and seconded by Member Andersen that the Board adjourn. The next regular meeting will be at 7:00 on **Wednesday, May 29, 1991**. In a roll call vote, all voted aye. Motion carried.  
Student Trustee Munson advisory vote: aye.

The Board adjourned at 8:30 p.m.

Respectfully submitted:

  
\_\_\_\_\_  
Joseph P. McDonald, Secretary

514.01 Student Loan Policy

Policy

1. The duration of short term loans will be made at the discretion of the Director of Financial Aid, but in no case will the duration exceed 90 days in length.
2. The maximum loan that a student may receive will be \$100.
3. Loans may be made to part-time students up to a maximum of \$50 at the discretion of the Director of Financial Aid.
4. Loans will be made only on the basis of the Director of Financial Aid's scrutiny of the individual's ability to pay. For example, students on CWS, EOG, IGLP, Veterans and students with jobs will be given preference. Loans will not be issued solely on the basis of the fact that the student is attending Sauk Valley Community College.
5. A poor performance on previous loan agreements will automatically disqualify the student from receiving future loans.
6. Any outstanding student loan agreements may be collected from any monies due the student from college sources.
7. Any student financial obligation that is due Sauk Valley Community College will result in a "freeze" being placed on the transmittal of any student records.

Issuing Loans

Before any cash loan is made to a student, the Office of Financial Aid should make a thorough investigation of the following factors:

1. A student must be currently enrolled for a minimum of 6 semester hours.

2. Loans may be granted to full-time students during their first semester up to the maximum of \$100. Part-time students may receive up to \$50. No future loans will be issued until the first loan has been paid in full.

3. A student must be in good academic and disciplinary standing with the college. Any "hold" on his/her records or any past debts with the college will disqualify the student.

4. The Director of Financial Aid is the sole representative authorized to approve student loan agreements.

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#### Collection of Loans

1. A letter from the Director of Financial Aid will be sent approximately two weeks before the due date of the loan.

2. Subsequent to the due date of the student loan the Business Office will notify the student of their obligation to the college.

3. If a student does not respond to the collection notices sent by the Business Office the loan, when considered a bad debt, will be forwarded to a collection agency for disposition.

## 515.01 Financial Aid Tuition Hold Program Policy

Students at Sauk Valley Community College are responsible for payment of tuition at the time of registration. New students who are in the process of registering and who have applied for approved federal, state and local financial aid programs, and who, because of time or processing factors have not yet received their financial aid award, may be eligible to participate on a one time only basis in a Financial Aid Tuition Hold Program. This eligibility will be determined by the Director of Financial Aid after evaluation and analysis of supporting data that anticipates a future financial aid award to the student.

### Policy Guidelines

1. Only new students, or returning students, who have not previously received financial aid will be eligible to be considered for the Financial Aid Tuition Hold Program. Exceptions to this policy are subject to the discretion of the Director of Financial Aid, but exceptions will be limited to those students with extenuating circumstances beyond their control.
2. Student requests for the Financial Aid Tuition Hold Program must be made in person at the Financial Aid Office, and students must submit a copy of their (or their parents) federal tax return and other supporting documentation as requested by the Director of Financial Aid.
3. All federal, state and local financial aid applications must be completed, reviewed and mailed from the Sauk Valley Community College Financial Aid Office.

4. A student must meet eligibility (federal, state and local) requirements for participation in financial aid programs. Some of these requirements include approved programs, GED and/or high school diploma, minimum registration of 6 credit hours, satisfactory academic progress, etc.

5. Students permitted to participate in the Financial Aid Tuition Hold Program are expected to have all tuition paid prior to the mid-term date of the semester in which they are enrolled.

6. Any student financial obligation that is due Sauk Valley Community College will result in a "freeze" being placed on the transmittal of any student records. Should the Director of Financial Aid and/or the Business Office be unable to collect the amount due the college the "bad debt" will be forwarded to a collection agency for disposition.

1/14/80

3/23/87

516.01 Alcoholic Beverages

No alcoholic Beverages shall be sold or served on the premises of Sauk Valley Community College, unless there is specific permission granted by the Board of Trustees for the specific event or occasion.

8/27/84

3/23/87

517.01 Computer Software Program Policy

1. No one may make or use unauthorized copies of computer software at the College.
2. The original license agreement for proprietary computer software used at the College shall be on file in the Office of Information Systems.
3. Prior to installation or use of any software in the computer lab facility, proof of a license agreement covering usage, number of units and installation type will be required for proprietary software purchased by the College.
4. The College will not knowingly allow anyone to duplicate or replicate copyrighted software in any manner, unless the written permission of the copyright holder is first obtained and filed in the Office of Information Systems.

5/28/87

3/23/87

518.01 Drug-Free Workplace Policy

In accordance with P.L. 100-690, the Drug-Free Workplace Act of 1988, it is the policy of Sauk Valley Community College that its workplace be drug-free.

1. A Notice to Employees complying with the provisions of the Drug-Free Workplace Act of 1988 shall be distributed to each employee of the college.

NOTICE TO EMPLOYEES REGARDING  
DRUG-FREE WORKPLACE

A. The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in campus buildings, on campus grounds, or in any other workplace designated for college employees.

B. Within thirty (30) days of receiving notice of a violation of paragraph 1 (above) the college shall institute appropriate disciplinary action. This action could include, but is not limited to, dismissal. The college may also require an employee who violated this policy to participate satisfactorily in an employee assistance program or a substance abuse assistance or rehabilitation program.

C. As a condition of his or her employment, each employee shall abide by the terms contained in this Notice.

D. Employees, as a condition of employment, are required to notify the College of any criminal drug conviction resulting from a violation occurring at the workplace no later than five (5) days after each conviction.

E. The College shall notify the appropriate federal agency from which it receives grant monies of an employee conviction within ten (10) days after receiving notice of such a conviction.

F. For the purpose of this Notice, the following definitions shall apply:

- 1) A "controlled" substance: is one (1) which is not legally obtainable; (2) which is being used in a manner different from that prescribed; or (3) which is legally obtainable but has not been legally obtained.
- 2) A "conviction" is defined as a finding of guilt (including a plea of no contest) or imposition of a sentence, or both, by any judicial body charged with the responsibility of determining violations of the federal or state criminal drug statutes.

2. A drug-free awareness program shall be developed which will inform its employees of the following:

- A. The dangers of drug abuse in the workplace;
- B. The College's policy of maintaining a drug-free workplace;

- C. Any health or drug abuse agency which provides drug counseling, rehabilitation, and assistance programs; and
- D. The penalties that may be imposed for drug abuse violations occurring in the workplace.

3. The College shall continue to maintain a drug-free workplace through the continued implementation of both this policy and the provisions of the Notice to Employees.

For Board Meeting  
of April 22, 1991

Agenda Item F-5

**FALL TUITION INCOME**

Attached is a report on the net tuition income financial data for the Fall Semester of 1990.

As you will note, the actual tuition receipts are up from previous years and the net tuition did exceed the budget estimate for this semester.

RECOMMENDATION: Information only.



## MEMORANDUM

TO: Dr. Behrendt  
FROM: Robert Edison

DATE: April 4, 1991  
SUBJECT: Board Meeting 4/22/91

*Bob*

In accordance with the auditors recommendation for past years, I am enclosing herein Net Tuition Income financial data for the Fall Semester of 1990.

The net tuition did exceed our budget estimate by approximately \$17,000 and the charges against the Office of Education are on a current basis of tuition charged. The method of charging tuition for the Office of Education account will also result in some additional revenue being placed in the Operating Funds as a result of part-time salaries which are also prorated against these various classes.

Should there be any questions, I would be pleased to attempt to find the answer.

n  
att

**NET TUITION RECEIPTS AND DEDUCTIONS**

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Deductions from Tuition	Fall 1990	Fall 1991	Fall 1992	Fall 1993	Fall 1994	Fall 1995	Fall 1996	Fall 1997
1. Tuition Refunds	38,812.30							
2. Employee Waivers	8,366.40							
3. Illinois Military	8,151.42							
4. Office of Education	18,393.96							
5. Net Bad Debts	3,814.36							
6. Senior Citizens	2,564.80							
7. EOG Waivers	0.00							
8. Achievement Awards	28,182.20							
9. TOTAL DEDUCTIONS	108,285.44							
10. Actual Tuition Receipts	608,020.39							
11. Actual Mid-Term Cr. Hrs.	22,049							
12. Tuition Rec'd/Mid-Term Cr. Hrs. (Line 10 - 11)	27.58							
13. Tuition Charged/Cr. Hrs.	28.00							
14. Variable/Credit Hours	(0.42)							

**NET TUITION RECEIPTS AND DEDUCTIONS**

Deductions from Tuition	Fall 1982	Fall 1983	Fall 1984	Fall 1985	Fall 1986	Fall 1987	Fall 1988	Fall 1989
1. Tuition Refunds	27,480.00	27,350.00	24,996.20	20,332.70	22,394.70	19,290.00	22,428.60	27,899.70
2. Employee Waivers	10,442.60	10,536.00	7,127.00	8,730.80	8,930.40	6,742.40	6,991.80	6,955.20
3. Illinois Military	0.00	8,429.77	0.00	0.00	6,951.13	12,873.10	21,365.18	0.00
4. Office of Education	0.00	2,888.50	0.00	2,391.41	7,915.12	675.54	12,732.36	(22,412.69)*
5. Net Bad Debts	14,322.01	4,280.00	9,771.70	6,549.35	3,139.83	5,350.83	1,039.78	3,363.18
6. Senior Citizens	38,625.40	37,670.20	37,564.60	37,393.20	40,123.20	37,660.00	9,424.80	3,858.40
7. EOG Waivers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8. Achievement Awards	5,590.00	10,160.00	10,638.60	11,385.00	14,790.00	27,234.90	30,252.40	28,700.40
9. TOTAL DEDUCTIONS	96,460.01	101,314.47	90,098.10	86,782.46	104,244.38	109,826.77	104,234.92	48,364.19
10. Actual Tuition Receipts	598,094.39	564,060.03	511,160.82	485,596.21	515,230.40	541,404.22	557,667.25	595,427.39
11. Actual Mid-Term Cr. Hrs.	26,308	24,628	19,950	19,493	19,248	20,599	20,742	20,133
12. Tuition Rec'd/Mid-Term Cr. Hrs. (Line 10 - 11)	22.73	22.90	25.62	24.91	26.77	26.28	26.89	29.57
13. Tuition Charged/Cr. Hrs.	24.00	24.00	26.00	26.00	28.00	28.00	28.00	28.00
14. Variable/Credit Hours	(1.27)	(1.10)	(0.38)	(1.09)	(1.23)	(1.72)	(1.11)	1.57

\*Adjusts FY 88-89-90 per Office of Education

**NET TUITION RECEIPTS AND DEDUCTIONS**

Deductions from Tuition	Fall 1974	Fall 1975	Fall 1976	Fall 1977	Fall 1978	Fall 1979	Fall 1980	Fall 1981
1. Tuition Refunds	7,952.00	13,781.00	15,483.50	14,449.60	12,932.80	13,271.00	21,330.00	20,337.10
2. Employee Waivers	2,979.60	3,978.80	5,516.00	5,663.00	4,851.00	7,799.40	4,035.40	6,738.60
3. Bad Debts	0.00	0.00	412.00	6,464.00	4,161.60	6,488.63	960.00	1,975.72
4. Senior Citizens	2,223.00	6,283.20	8,313.20	22,719.00	22,905.00	31,281.60	32,090.20	32,870.00
5. EOG Waivers	300.00	1,328.00	1,634.00	1,613.00	1,536.00	500.00	0.00	0.00
6. Achievement Awards	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7. TOTAL DEDUCTIONS	13,454.60	25,371.00	31,358.70	50,908.60	46,386.40	59,340.63	58,415.60	61,921.42
8. Actual Tuition Receipts	265,615.46	400,030.26	365,419.75	367,100.78	336,228.37	409,848.40	491,230.18	435,079.65
9. Actual Mid-Term Cr. Hrs.	20,436	28,471	26,291	25,645	23,018	22,059	26,198	23,514
10. Tuition Rec'd/Mid-Term Cr. Hrs. (Line 8 - 9)	13.00	14.05	13.90	14.31	14.61	18.58	18.75	18.50
11. Tuition Charged/Cr. Hrs.	13.00	14.00	14.00	15.00	15.00	19.00	19.00	19.00
12. Variable/Credit Hours	(0.00)	0.05	(0.10)	(0.69)	(0.39)	(0.42)	(0.25)	(0.50)

For Board Meeting of  
April 22, 1991

Agenda Item F-6

PATHFINDER BIDS

Legal notices were published in the Dixon Telegraph and the Sterling Daily Gazette seeking bids to print and mail five Pathfinders (class schedules) for the 1991-92 year.

The only bid received was from the:

<u>Dixon Telegraph</u> (Dixon)	\$17,955
--------------------------------	----------

RECOMMENDATION: Board approval of the bid of the Dixon Telegraph (\$17,955) to print and mail five Pathfinder class schedules for the 1991-92 academic year.



# **Sauk Valley Community College**

915 / 288-5511

173 IL ROUTE 2  
DIXON, IL 61021-9110

## MEMORANDUM

To: Richard L. Behrendt Date: April 18, 1991  
From: Kristin L. Olsen Subject: Pathfinder Bids

On Thursday, April 4, 1991, we advertised in the Dixon Telegraph and the Daily Gazette for five issues of 50,000 direct mail Pathfinders. Three specifications were sent out and one bid was received:

Dixon Telegraph \$17,955

I recommend that we accept the bid from the Dixon Telegraph. They have done an excellent job for us this year and in the past and we look forward to working with them again.

For Board Meeting of  
April 22, 1991

Agenda Item F-7

**VIEWBOOK BIDS**

On April 4, 1991 the college advertised for sealed bids on 12,000 Viewbooks in the Dixon Telegraph and Daily Gazette. We received 15 requests for specifications but only six bids were received by the deadline.

Tan Book Publishers of Rockford submitted the low bid of \$7,740.46.

**RECOMMENDATION:** Board approval to accept the low bid of Tan Book-Publishers in the amount of \$7,740.46 to publish 12,000 1991-93 Viewbooks.



**MORANDUM**

TO: Richard Behrendt *KL* DATE: April 17, 1991  
 FROM: Kristin L. Olsen SUBJECT: 1991-93 Viewbook Bid  
 Director of Marketing & PR

On April 4, 1991 we advertised for sealed bids on 12,000 1991-93 Viewbook in the Dixon Telegraph and Daily Gazette. A total of 15 specifications were sent out. The following six bids were received by deadline.

Tan Book-Publishers 2119 N. Central Avenue Rockford, IL 61101	\$ 7,740.46
Wagner Printers 1515 E. Kimberly Road Davenport, IA 52808	8,483.00
River Street Press 149 South River Street Aurora, IL 60506	9,571.00
M & D Printing Co., Inc. 616 Second Street Henry, IL 61537	11,974.42
Hamilton Press, Inc. 1241 Broadway Hamilton, IL 62341	13,360.00
Rock River Printers 1208 East 4th Street Sterling, IL 61081	15,000.00

I recommend we accept the lowest bid by Tan Book Publishers in Rockford.

jp

For Board Meeting of  
April 22, 1991

**Agenda Item F-8**

**COMPUTER BIDS (TITLE III)**

We solicited bids for 24 MacIntosh computers (and software) to be used in the English classroom component of our Title III project. The only bid received was from MicroAge Computer Center in Galesburg in the amount of \$69,372.24.

**RECOMMENDATION:** Board approval to accept the bid of \$69,372.24 from MicroAge Computer Center for 24 MacIntosh computers and software with funds to be utilized from the Title III Grant.



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

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

**MEMORANDUM**

TO: Dr. Behrendt  
FROM: Robert Edison *Br*

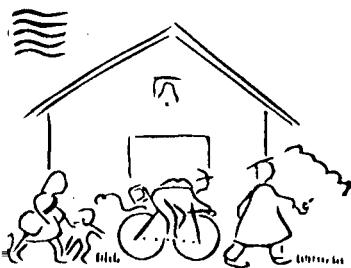
DATE: April 16, 1991

SUBJECT: Computer Purchase

The advertisement for Title III Apple Computers was run in the Dixon Telegraph and the Sterling Daily Gazette on April 2, 1991, with bids being received in the Business Office for opening on April 15, 1991.

In addition to the advertisement, I solicited bids from three separate Apple agencies but received only the bid from MicroAge in Galesburg, Illinois for a total amount of \$69,372.24. The Consortium concept promoted by Apple Computers for educational institutions precludes bids from various agencies since prices are the same.

Recommendation: Board of Trustee approval of the bid received from MicroAge Computer Center in the amount of \$69,372.24, with funds utilized from Title III Grant.



# MicroAge®

## Computer Centers

755 North Henderson Street • Galesburg, IL 61401  
309-342-7177 • 800-369-7177

Vote for Sauk Valley College  
prepared by Bill Nice  
Higher Education Specialist

Date: 4/10/91

Item Number	Description	Qty	Single price	Extended Price
<b>Hardware for ethernet network</b>				
0406LL/A	Macintosh LC Color System 2MB CPU, 40MB Hard Disk, Keyboard, 12" RGB Monitor	24	1897.00	45,528.00
0099LL/A	Macintosh SE/30 File Server SE/30 4MB CPU, 80MB Hard Disk, Apple Keyboard, Apple Share File Server 2.0, LocalTalk Locking Connector Kit, AppleShare Print Server, Network Administrator Reference Guide, AppleShare Print Server Reference Guide.	1	3,801.00	3,801.00
0052LL/A	Macintosh SE/30 SE/30 4MB CPU, 80MB Hard Disk, Apple Keyboard.	1	2,968.00	2,968.00
0548/B	Apple Share File Server 2.0	1	527.30	527.30
6210	LaserWriter II INT	2	2,489.00	4,978.00
	Mouse Pads	24	4.00	96.00
<b>Networking</b>				
	*Network software included with File Server Hardware.			
0443LL/A	Apple Ethernet LC Card	24	139.30	3,343.20
0443LL/A	Apple Ethernet Thin Coax Transceiver	24	122.50	2,940.00
	Ethernet Card for SE/30	2	399.00	798.00
	Connectors for LaserWriter II	2	299.00	598.00
	Ethernet Wire Connector Ends	.25 ft 54	\$50.00(est.) 7.00	50.00 378.00
0697	Inter • Poll Network Administrator's 1 Utility.		90.30	90.30

Any installation of wire above ceiling is to be handled by the institution and supervised by MicroAge Computer Centers.

## ftware

1. Printer Spooling Included with File Server Package
2. Apple Share provides uploading and downloading to File Server Timbuktu (30 pack) 1 1595.00 1595.00  
Allows for one machine to access another machine on the Network.
3. Apple Share File Server 2.0  
Provides security for networking environment. Included in network hardware.
4. Disinfectant Shareware (no charge)
5. After Dark Screen Saver 24 29.95 718.80

Sub-Total 68,409.60  
Shipping and handling charges is 1.5% on all Apple products (Products with an item #) 962.64

Total 69,372.24

Maintenance Pickup and delivery of repairs will be made once a week under HEPP II agreement billable by parts and labor. On site service is billable at \$60.00/hr plus parts and travel.

Training Installation and setup included with purchase of products.  
Training for software is billable at \$60/hr plus travel.  
(4-6 hrs is usually sufficient)

For Board Meeting of  
April 22, 1991

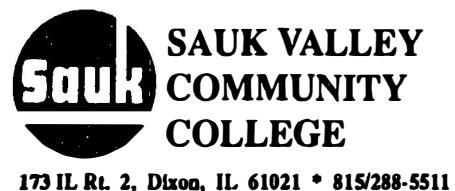
Agenda Item F-9

**BUCKET TRUCK PURCHASE**

As the Board may recall and the attached information details, we have a need for a used bucket truck for our outside maintenance use. Although the Board authorized a maximum expenditure in November of 1989 of \$6,500 for this purchase, we have been unable to locate a truck for this past year and a half.

However, we have recently located one we feel is satisfactory and the cost is \$8,000.

**RECOMMENDATION:** Board approval to purchase the currently available used bucket construction truck from Branson Electric at a cost of \$8,000 from current operating funds.



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

## MEMORANDUM

TO: Dr. Behrendt  
FROM: Robert Edison

DATE: April 16, 1991  
SUBJECT: Bucket Truck

*Brd*

The Board of Trustees on November 27, 1989 approved the purchase of a used bucket truck from Commonwealth Edison at a price not to exceed \$6,500. The availability of this truck has never materialized and is currently as uncertain as it has been during the past 1½ years.

The College does desperately need a truck of this nature to safely service the College lights and I had asked for an increased amount of \$12,500 on November 12, 1990, so that the staff could look for and purchase a bucket truck. At that time, you indicated that we should locate the truck and then come to you to purchase same even though a used truck could easily be sold during the interim period.

I am submitting herewith the current recommendation of the Building staff and would like to purchase this truck as soon as possible and hopefully before it is sold.

n  
att

cc: Norm Welch

P.S. Mr. Miller has indicated that he will hold the sale of the truck in abeyance until April 23, 1991.



# SAUK VALLEY COMMUNITY COLLEGE

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

# MEMORANDUM

TO: Robert Edison DATE: 4/12/91  
FROM: Norm Welch *N. Welch* SUBJECT: Purchase of bucket truck

This afternoon Ross Herren and Rex Schmall of the maintenance crew went to Dixon and looked at the 1979 International 30 foot electric-hydraulic bucket truck for sale by Jim Miller owner of Branson Electric.

A regular operational check was conducted and everything was good. The body and the paint are also good and it is very clean. It is going to be traded in and he heard we were looking for one. At present it is being used in the business and has met state inspections.

His price is firm at \$8000.00. He can be reached at:

Jim Miller  
1039 West Third Street  
Dixon, IL 61021  
Phone: 299-4311

He would appreciate a return call soon.

pd

For Board Meeting  
of April 22, 1991

Agenda Item H-1

#### RESIGNATION

We have received the resignation of Kristin Olsen, Director of Marketing and Public Relations, to be effective July 15, 1991.

Kristin has been with the college for the past two years and has indicated that she would like to take a sabbatical from her administrative career to pursue several writing projects.

**RECOMMENDATION:** Board approval to accept with regret the resignation of Kristin Olsen.

For Board Meeting  
of April 22, 1991

Agenda Item H-2

**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.

**SAUK VALLEY COMMUNITY COLLEGE**  
**MEMORANDUM**

---

**DATE:** April 16, 1991  
**TO:** Dr. Behrendt  
**FROM:** Virginia Thompson *JS*  
**SUBJECT:** New Part-timers for Board Approval

The following instructors need to be approved by the Board of Trustees:

Dick Strong	Community Services
Eileen S. Reed	Speech
Edson C. Cox	Speech
Mary Beth Werner	English
Velva Kurfiss	Human Services
Kathy Meinsema	Music
Ann Gravel	Speech

js

For Board Meeting of  
April 22, 1991

Agenda Item I-1

**GENERAL ED REQUIREMENTS**

The Curriculum Committee and the General Education Task Force have been reviewing the general education components of the various degree programs. The following changes in the AA and AS degree requirements are being recommended to the Board of Trustees for their approval with implementation in the Fall of 1992.

**RECOMMENDATION:** Board approval to make the attached changes in the AA and AS degree requirements.

**SAUK VALLEY COMMUNITY COLLEGE**  
**MEMORANDUM**

---

**DATE:** April 18, 1991

**TO:** Dr. Behrendt

**FROM:** Virginia Thompson

**SUBJECT:** General Education

The General Education Task Force and the Curriculum Committee have approved the following changes in the AA and AS degree requirements:

1. Associate of Arts Degree decrease the humanities requirement from 15 hours to 12 hours and the social science requirement from 12 hours to 9 hours, and
2. Associate of Science Degree - increase the math requirement from three hours to six hours and the science requirement from seven hours to eight hours.

I recommend these changes be approved by the Board of Trustees for implementation in the fall of 1992.

The attached materials provide information on overall process and the rationale for the changes.

js

attachment

## GENERAL EDUCATION

In 1985 Sauk Valley Community College conducted a review of the general education component of its degree programs and revised both the degree requirements and the list of courses which could be used to meet these requirements. These changes were implemented in the fall of 1986.

A follow-up study was initiated in 1989 to respond to the timetable established for review and to the new IBHE requirement for evaluating the general education component of the AA and AS degrees. Through department discussions a draft of learning outcomes for each area of general education was developed and circulated to all full-time faculty and instructional administrators in the fall of 1989. In January 1990 a General Education Task Force was appointed to refine and approve the outcome statements and to develop recommendations for any revisions needed in the degree requirements using the ICCB model as a guide.

The General Education Learning Outcomes were approved by the Task Force in April 1990. Recommendations of the General Education Task Force for revisions in the AA and AS degree requirements were approved by the Curriculum Committee in March 1991 and are being submitted to the Board of Trustees for approval for implementation in the fall of 1992.

### Summary of Changes

1. Increase math and science requirements in the AS degree.
2. Decrease the humanities and social science requirements in the AA degree.
3. Modify the list of courses to be used to fill General Education requirements.
4. Expand the concept of the Personal Health and Wellness category and change the title to Personal Development.

The attached materials include:

1. General Education Learning Outcomes
2. Table summarizing changes in degree requirements.
3. List of changes in requirements and courses and rationale for these changes.
4. Revised listing of degree requirements.

## **General Education**

### **Associate in Arts/Associate in Science**

General education at Sauk Valley Community College is designed to provide learning experiences that prepare the student to assume a productive role as a citizen, to understand and function successfully in the world, and to prepare for lifelong learning. General education will provide the opportunity for the student to acquire the knowledge, skills, insights and sensitivity needed to function as an educated person.

The general education requirements are designed to produce competence in the following areas:

Communicating	Solving Problems
Clarifying Values	Understanding Social Institutions
Appreciating the Arts	Using Science and Technology
Quantifying and Computing	Maintaining Personal Health and Well Being

#### **Learning Outcomes for General Education:**

##### **Communications**

1. To demonstrate ability in the language arts of listening, speaking, reading, and writing.
2. To use oral and written language in formal and informal situations to question, articulate, clarify, and communicate.
3. To identify and employ the rhetorical methods of narration, description, example, process, comparison/contrast, cause/effect, definition, classification/division, and persuasion.
4. To show logical thinking and the use of inductive and deductive reasoning in oral and written communication.

##### **Mathematics**

1. To develop computational skills that are needed to function and continue the learning process in our society.
2. To develop interpretive skills that are needed to decipher information which is necessary for a reasonable understanding of events and phenomena that take place in our world.
3. To develop appreciative skills which allows for an overview of the body of mathematics, an understanding of the process by which mathematical knowledge expands and a comprehension of the role that mathematics plays in other disciplines.

## Humanities

1. To establish an attitude toward life centering on the inherent dignity of each individual human being.
2. To develop an openness of mind and an attitude of critical inquiry in relation to new ideas, values and behaviors.
3. To develop a cross-cultural attitude in contemporary living and to recognize the common factors of all peoples of all cultures.
4. To understand the principles and limits of rational thinking, and the value of insight.
5. To be aware of one's own thoughts, feelings, motives, desires, goals, fears, and their consequences.
6. To recognize the interrelationship between languages and their cultures, both contemporary and historical.
7. To develop critical appreciation of aesthetic values and to recognize principles of form common to all the arts.
8. To understand the inter-relationships of the various symbolic forms of cultures (i.e., myth, arts and music, religion, philosophy, history, math and the sciences) as unique expressions of world view.

## Natural Sciences

1. To develop an understanding of the diversity of life, the interrelationships of all organisms and their dependency on the physical environment.
2. To understand the fundamental physical laws, the atomic nature of all matter, and the basic scientific concepts of each discipline studied.
3. To understand the methods used to establish and test hypotheses, to produce reliable predictions, and to come to defensible conclusions.
4. To develop an appreciation of the nature of scientific inquiry, including laboratory experimentation, and how the utilization of scientific knowledge affects man and his environment.
5. To create an awareness of the historical development of the major scientific disciplines.

**Social Science**

1. To gain knowledge of social structures, interaction, and relationships that can be applied to personal and professional life.
2. To gain an understanding of the evolving nature of knowledge in the social sciences.
3. To develop a framework for organizing social science information.
4. To gain the ability to use analytical problem solving processes with a sound base of social science vocabulary, theories, and methodology.
5. To be aware of the effect of value systems on individual and group behavior and on the nature and development of society.
6. To acquire a basic social science vocabulary and foundation of information on various societies.

**Personal Development**

1. To develop an appreciation for the impact of personal well being on one's life.
2. To incorporate into one's lifestyle activities that promote personal development.

**ASSOCIATE IN SCIENCE DEGREE**

	<u>ICCB Model</u>	<u>Current SVCC</u>	<u>Proposed SVCC</u>
<b>Total Hours</b>	<b>60-64</b>	<b>64</b>	<b>no change</b>
<b>General Education</b>	<b>39-50</b>	<b>35-38</b>	<b>39</b>
<b><u>Communications</u></b>	<b>9</b>	<b>9</b>	<b>no change</b>
<b>English-Composition</b>	<b>6</b>	<b>6</b>	
<b>Speech</b>	<b>3</b>	<b>3</b>	
<b><u>Humanities</u></b>	<b>6</b>	<b>6</b>	<b>no change</b>
<b><u>Social Science</u></b>	<b>6</b>	<b>6</b>	<b>no change</b>
<b><u>Mathematics</u></b>	<b>6 (8)*</b>	<b>3</b>	<b>6</b>
<b><u>Sciences</u></b> (1 lab science)	<b>8</b>	<b>7-10</b>	<b>8</b>
<b><u>Personal Health &amp; Wellness</u></b>		<b>3</b>	<b>no change</b>
<b>Orientation</b>		<b>1</b>	<b>no change</b>

\*Current model specifies 8 hours; draft of new model lists 6 hours

**ASSOCIATE IN ARTS DEGREE**

	<u>ICCB Model</u>	<u>Current SVCC</u>	<u>Proposed SVCC</u>
<b>Total Credit Hours</b>	<b>60-64</b>	<b>64</b>	<b>no change</b>
<b>General Education</b>	<b>38-50</b>	<b>50-53</b>	<b>44</b>
<b><u>Communications</u></b>	<b>9</b>	<b>9</b>	<b>no change</b>
<b>English-Composition</b>	<b>6</b>	<b>6</b>	
<b>Speech</b>	<b>3</b>	<b>3</b>	
<b><u>Humanities</u></b>	<b>9</b>	<b>15</b>	<b>12</b>
<b><u>Social Science</u></b>	<b>9</b>	<b>12</b>	<b>9</b>
<b><u>Mathematics</u></b>	<b>3</b>	<b>3</b>	<b>no change</b>
<b><u>Science</u></b> (1 lab science)	<b>6</b>	<b>7-10</b>	<b>no change</b>
<b><u>Personal Health &amp; Wellness</u></b>		<b>3</b>	<b>no change</b>
<b>Orientation</b>		<b>1</b>	<b>no change</b>

**Recommendations for Revisions in the Associate of Science Degree Requirements**

1. Increase the math requirement from three hours to six hours.

Rationale: a. supported in faculty survey conducted in 1989  
b. will bring into line with revised draft of ICCB model (current model specifies 8 hours)  
c. BS degree programs in general have a strong math and science requirement

2. Increase the science requirement from seven hours to eight hours.

Rationale: a. will bring into line with ICCB model  
b. BS degree programs in general have a strong math and science requirement

**Recommendations for Revisions in the Associate of Arts Degree Requirements**

1. Decrease the humanities requirement from 15 hours to 12 hours.
2. Decrease the social science requirement from 12 hours to nine hours.

Rationale: Sauk's current AA degree requirements in Humanities and Social Sciences are so extensive that very few students seek the AA degree. Even art and music majors have opted for the AS degree. Their major field courses (e.g. music theory) are not general education courses. In 1988-89 Sauk awarded 15 AA degrees compared to 111 AS degrees; in 1989-90 the college awarded 20 AA degrees and 134 AS degrees. This revision would allow more flexibility for students majoring in the traditional AA/BA fields while still retaining a solid foundation in both the humanities and the social sciences.

**Changes in the list of courses which can be used to meet General Education requirements.**

1. Add the following courses to the list of general education courses for the AA, AS, and AAS degrees.

**Humanities**

HUM 111 - The Future of Humanity: Culture and Change  
ART 121 - Renaissance and Baroque  
ART 122 - Modern Art

**Science**

BIO 123 - Introduction to Botany  
BIO 131 - General Zoology

**Social Science**

HIS 240 - Asian Civilizations Prior to 1500  
HIS 241 - Asian Civilizations Since 1500  
HIS 260 - History of Latin America to 1825  
HIS 261 - History of Latin America Since 1825  
SOC 119 - Human Origins

**Rationale:**

These courses are broad based and the objectives are consistent with the general education objectives for their respective areas.

2. Add to the list of general education courses for the AA and AS degrees.

**Math**

BUS 214 - Business Statistics

**Rationale:**

This course covers the same concepts as MAT 240 - Elementary Statistics; it differs in specific applications.

3. Delete from the list of general education courses for the AA and AS degrees.

**Humanities**

SPE 161 - Group Discussion  
SPE 231 - Public Speaking

**Rationale:**

These courses are not primarily focused on the general objectives developed for general education courses in humanities.

4. Expand the concept of the Personal Health and Wellness category to include "performance" courses and change the title of the category to Personal Development.

The specific courses to be added are:

ART 101 - Beginning Design  
ART 113 - Basic Drawing I  
MUS 106 - Concert Choir  
MUS 131-133-135-137 - Applied Music  
MUS 139-140 - Ensemble  
MUS 155 - Concert Band  
MUS 160 - Pep Band  
MUS 215 - Orchestra  
MUS 216 - String Orchestra  
SPE 145 - Basic Acting

## **ASSOCIATE IN ARTS**

For the degree of Associate in Arts, the candidate must complete at least 64\* semester hours of courses numbered 101 or above, excluding ENG 105 and MAT 105.

The specific requirements needed to fulfill the general education component of the AA Degree are outlined as follows:

### **General Education Course Requirements**

#### **1. Orientation (1 semester hour)\*\***

The Orientation course (PSY 100) is required of all students seeking to earn an AA degree. This course should be taken during the first semester of college work. Part-time students should take PSY 100 before completing 15 semester hours of course work at Sauk.

#### **2. Communications (9 semester hours)**

English - ENG 101 and 103

Speech - SPE 131

#### **3. Mathematics (3 semester hours)\*\*\***

MAT 115 or above

BUS 214

#### **4. Humanities (12 semester hours)**

Complete 12 semester hours of course work distributed in at least two of the following areas:

##### **a. Fine Arts**

HUM 210

ART 119, 120, 121, 122

MUS 150, 201

SPE 141, 232

##### **b. Literature and Philosophy**

ENG 201, 203, 204, 225, 226, 227, 228

PHL 101, 102

HUM 111

##### **c. Language**

LAN 101, 102, 151, 152, 161, 162, 201, 202, 251, 252, 261, 262

#### **5. Natural Science (7 semester hours)**

At lease one course must be a laboratory course.

##### **a. Biology**

BIO 104, 105, 123, 131

- b. Chemistry  
CHE 103, 105, 106, 110
- c. Earth Science  
GSC 105, 115
- d. Physics  
PHY 175 (or higher level course)

5. **Social Science (9 semester hours)**  
Complete 9 semester hours of course work distributed in at least two of the following areas:

- a. History  
HIS 131, 132, 221, 222, 240, 241, 260, 261
- b. Sociology/Anthropology/Psychology  
PSY 103  
SOC 111, 115, 119
- c. Economics/Political Science/Geography  
GOV 163  
ECO 211, 212  
GEO 122

7. **Personal Development (3 semester hours)**  
Complete 3 semester hours from the following courses:

ART 101, 113  
BIO 120  
PED 115, 123 or any other 100 level physical education courses  
MUS 106, 131, 133, 135, 137, 139, 140, 155, 160, 215, 216  
SPE 145

**Major Requirements and Electives (20 semester hours)**

\*A maximum of 15 semester hours of career education courses, excluding major field requirements for transfer majors, may be used as credit for graduation by students seeking the AA or AS degree.

\*\*PSY 100 - Orientation is an exception to the 101 or the above rule.

\*\*\*Transfer students should check the mathematics requirements of the college or university where they plan to transfer. Some state universities in Illinois require MAT 121 - College Algebra or above.

## ASSOCIATE IN SCIENCE

For the degree of Associate in Science, the candidate must complete at least 64\* semester hours of courses numbered 101 or above, excluding ENG 105 and MAT 105.

The specific requirements needed to fulfill the general education component of the AS Degree are outlined as follows:

### General Education Course Requirements

#### 1. Orientation (1 semester hour)\*\*

The Orientation course (PSY 100) is required of all students seeking to earn an AS degree. This course should be taken during the first semester of college work. Part-time students should take PSY 100 before completing 15 semester hours of college work at Sauk.

#### 2. Communications (9 semester hours)

English - ENG 101 and 103

Speech - SPE 131

#### 3. Mathematics (6 semester hours)\*\*\*

MAT 115 or above

BUS 214

#### 4. Humanities (6 semester hours)

Complete 6 semester hours of course work distributed in at least two of the following areas:

##### a. Fine Arts

HUM 210

ART 119, 120, 121, 122

MUS 150, 201

SPE 141, 232

##### b. Literature and Philosophy

ENG 201, 203, 204, 225, 226, 227, 228

PHL 101, 102

HUM 111

##### c. Language

LAN 101, 102, 151, 152, 161, 162, 201, 202, 251, 252, 261, 262

#### 5. Natural Science (8 semester hours)

At least one course must be a laboratory course.

##### a. Biology

BIO 104, 105, 123, 131

- b. Chemistry  
CHE 103, 105, 106, 110
- c. Earth Science  
GSC 105, 115
- d. Physics  
PHY 175 (or higher level course)

6. Social Science (6 semester hours)  
Complete at least 6 semester hours of course work distributed in at least two of the following areas:

- a. History  
HIS 131, 132, 221, 222, 240, 241, 260, 261
- b. Sociology/Anthropology/Psychology  
PSY 103  
SOC 111, 115, 119
- c. Economics/Political Science/Geography  
GOV 163  
ECO 211, 212  
GEO 122

7. Personal Development (3 semester hours)  
Complete 3 semester hours from the following courses:  
ART 101, 113  
BIO 120  
PED 115, 123 or any other 100 level physical education courses  
MUS 106, 131, 133, 135, 137, 139, 140, 155, 160, 215, 216  
SPE 145

**Major Requirements and Electives (25 semester hours)**

\*A maximum of 15 semester hours of career education courses, excluding major field requirements for transfer majors, may be used as credit for graduation by students seeking the AA or AS degree.

\*\*PSY 100 - Orientation is an exception to the 101 or the above rule.

\*\*\*Transfer students should check the mathematics requirements of the College or university where they plan to transfer. Some state universities in Illinois require MAT 121 - College Algebra or above.

For Board Meeting  
of April 22, 1991

Agenda Item I-2

**DONATION**

National Manufacturing Company of Sterling has donated two IBM 3380-BO4 Disk Drives to the college for use in the computing facilities.

**RECOMMENDATION:** Board approval to accept the donation of two IBM 3380-BO4 Disk Drives with a letter of appreciation to be sent to National Manufacturing of Sterling.

815 / 288-5511



**Sauk Valley  
Community  
College**

173 IL ROUTE 2  
DIXON, IL 61021-9110

**MEMORANDUM**

**To: Karen Kylen**

**Date: February 19, 1991**

**From: Walter Clevenger**

**Re: Donation of Disk Drives**

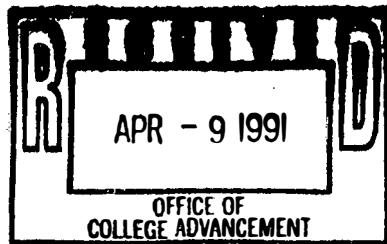
National Manufacturing of Sterling has donated the following pieces of IBM equipment.

1.) 2 IBM 3380-B04 Disk Drives

This equipment will be used in our computing facilities.

I recommend that the Board of Trustees except this equipment and send a letter of appreciation.

WC/jc



**REF:NATDON**

For Board Meeting  
of April 22, 1991

Agenda Item I-3

**GOLD CARD FOR RETIREES**

The Sauk Valley Community College Recognition Committee has recommended that the college issue a "Gold Card" to its eligible retirees as the attached memorandum details.

**RECOMMENDATION:** Board approval for the college to issue a "Gold Card" to eligible SVCC retirees following the attached guidelines.



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

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

**MEMORANDUM**

**TO:** Dr. Behrendt

**FROM:** John Sagmoe *JS*

**DATE:** March 21, 1991

**SUBJECT:** Gold Card

**Recommendation:** The Sauk Valley Community College Recognition committee recommends that SVCC approve the issuance of a "Gold Card" to eligible retirees.

In recognition of long years of faithful service to the college and an interest in maintaining and continuing a mutually beneficial relationship between Sauk Valley College and its retiring employees, it is proposed that a special Sauk Valley Community College "Gold Card" be issued to eligible college retirees. To be eligible for the "Gold Card" recognition a retiree:

- 1) Must be at least 55 years of age
- 2) Must have 10 years of full time employment at Sauk Valley Community College
- 3) Must be receiving retirement benefits from the State University Retirement System (SURS)

The "Gold Card" will make the retiree eligible for the following events:

- 1) Athletic events/Physical fitness facility - same privilege as active employees
- 2) Theater events - same privilege as active employees
- 3) Music concerts and culture events - same as active employees

April 14, 1991

To: Board of Trustees  
From: Dick Groharing  
Subject: April ICCTA Meeting and Seminar

The seminar topic was "Strengthening Presidential Performance". It could have been sub-titled, "Through Regular Evaluations", because that was the major thrust. There are few boards who do not have some manner of CEO evaluation, but the methods and form vary considerably.

Whatever the form, however, it was suggested that the evaluation contain these three major components:

1. Position description.

Commitment to the comprehensive community college philosophy;  
Ability to work with the changing needs of the district;  
Management style and sensitivity to faculty, students, staff;  
Ability to provide strong academic leadership;  
Ability to communicate effectively;  
Ability to maintain a strong financial base, and develop alternative sources of funding for the college;  
Ability to work cooperatively and develop linkages with business, industry, labor, government, and other educational entities.

2. Annual and Strategic Goals.

This area would include a look at the progress and/or fulfillment of both board and personal goals.

3. Administrative Responsibilities:

Community relations  
Educational planning  
Fiscal planning and control  
Personnel and Labor relations  
Management fundamentals  
Board relations  
Personal and professional growth

It was suggested that evaluations take place early in the spring each year, and not be tied into contract discussions, nor used as a means of crisis resolution. Whatever instrument the board and CEO decide to use, should of course be agreed on in advance. Dr. Bill Law, CEO at Lincolnland, prepares a

self evaluation based on the above criteria which is then discussed by he and his board. This is done in lieu of a "rating sheet" like we have used in the past, and allows both board and CEO to address specific areas of accomplishment or concern. This method certainly requires more time and effort on his part, (and also of his board), but both he and they find it most effective and satisfying. The evaluation process must be accomplished in a positive, not negative, atmosphere, and would hopefully result in a measure of personal and professional growth for the CEO. We, as a board, should view the process as our opportunity to help the CEO do the very best job he can.

In order for the board to do an adequate evaluation of the CEO it is necessary to do an evaluation of the job the board does in its guidance and support of the CEO. I suggest that we ask the ICCTA if there is an instrument that they can recommend to us for that, since the one we used last time did not seem very satisfactory to some board members.

I've included some handouts that were distributed, which should provide further food for thought on the subject.

TREASURER'S REPORT

March 31, 1991

ATION FUN

nce on Hand February 28, 1991 \$328,393.63

ipts:

Investments	50,000.00
Taxes	392.27
Charge-Back Revenue	96.96
State Apportionment	136,966.67
State Equalization	142,246.50
Voc. Ed. Reg. Reimbursement	19,095.00
Federal Work Study	17,331.72
Fall Tuition	50,000.00
Spring Tuition	200,000.00
Graduation Fees	730.00
Transcript Fees	158.00
Other Facility Rentals	531.12
Interest on Investments	2,549.24
Other Revenue	613.65
Expenditure Credits	<u>8,022.48</u>
	<u>628,733.61</u>

1 Available \$957,127.24

ursements:

Expenses for March 682,752.03

nce on Hand March 31, 1991 \$274,375.21

ATIONS, BUILDING & MAINTENANCE FUND

nce on Hand February 28, 1991 \$(12,357.97)

ipts:

Investments	60,000.00
Deferred Pers. Prop. Repl. Tax	27,719.51
Taxes	48.04
Interest on Investments	3,411.12
Other Revenue	2,163.00
Expenditure Credits	<u>32.06</u>
	<u>93,373.73</u>

1 Available \$ 81,015.76

ursements:

Expenses for March	66,105.02
Investments	<u>1,182.87</u>
	<u>67,287.89</u>

nce on Hand March 31, 1991 \$ 13,727.87

PROTECTION, HEALTH & SAFETY

Balance on Hand February 28, 1991	\$ 34,875.33
<u>Receipts:</u>	
Taxes	80.05
Interest on Investments	<u>141.11</u>
	<u>221.16</u>
Total Available	\$ 35,096.49
<u>Disbursements:</u>	
Interest on March 31, 1991	<u>\$ 35,096.49</u>

WORKING CASH FUND

Balance on Hand February 28, 1991	\$121,552.34
<u>Receipts:</u>	
Interest on Investments	<u>10,337.30</u>
Total Available	\$131,889.64
<u>Disbursements:</u>	
Investments	<u>934.15</u>
Balance on Hand March 31, 1991	<u>\$130,955.49</u>

DEBT FUND

Balance on Hand February 28, 1991	\$ 24,946.03
<u>Receipts:</u>	
Taxes	144.20
Interest on Investments	<u>98.18</u>
	<u>242.38</u>
Total Available	\$ 25,188.41
<u>Disbursements:</u>	
Interest on Hand March 31, 1991	<u>\$ 25,188.41</u>

ABILITY, PROTECTION & SETTLEMENT FUND

Balance on Hand February 28, 1991	\$333,931.67
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ceipts:

Taxes	1,617.45
Interest on Investments	1,327.61
Expenditure Credits	<u>1,005.53</u>
	<u>3,950.59</u>

Total Available	\$337,882.26
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sbursements:

Expenses for March	<u>9,187.38</u>
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Balance on Hand March 31, 1991	<u>\$328,694.88</u>
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ILDING BOND PROCEEDS FUND

Balance on Hand February 28, 1991	\$ 3,187.66
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ceipts:

Interest on Investments	<u>1,940.03</u>
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Total Available	\$ 5,127.69
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<u>sbursements:</u>	<u>-0-</u>
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Balance on Hand March 31, 1991	<u>\$ 5,127.69</u>
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\* \* \* \* \*

FUNDS INVESTED

ited States Treasury	S & C	8.42	3-15-91	\$230,258.06
tizens First Bank of Walnut	S & C	8.10	3-1-91	100,000.00
rmers National Bank	S & C	8.00	5-18-91	100,000.00
xon National Bank	S & C	7.55	5-27-91	208,951.57
rst National Bank	S & C	7.80	9-25-91	100,000.00
rst Bank of Dixon	S & C	7.65	5-6-91	100,000.00
core Bank	Working Cash	Variable		1,372,994.25
xon National Bank	Working Cash	7.50	12-29-91	354,364.30
rst of America	Working Cash	8.10	6-21-91	100,000.00
ited States Treasury	Working Cash	8.24	4-11-91	253,935.00
ited States Treasury	Working Cash	8.38	5-9-91	96,745.54
mmunity State Bank	Working Cash	7.14	2-6-92	100,000.00
xon National Bank	Working Cash	7.55	7-5-91	207,282.06
ledgeville State Bank	Building	8.00	10-12-91	100,000.00
mpico National Bank	Building	8.00	10-12-91	100,000.00
rst National Bank of Amboy	Building	8.50	8-15-91	100,000.00
ck Falls National Bank	Educ. & Bldg.	Variable		377,952.69
ith Trust & Savings	Education	8.00	8-16-91	100,000.00

nton Bank & Trust	Education	8.05	8-15-91	\$100,000.00
mers Bank of Sublette	Education	8.00	8-15-91	100,000.00
st National Bank	Education	7.80	9-20-91	<u>100,000.00</u>
<b>TOTAL INVESTED</b>				<b>\$4,402,483.47</b>

SAUK VALLEY COMMUNITY COLLEGE  
STUDENT LOAN FUND  
Period Ending 3/31/91  
BALANCE SHEET

ASSETS:

Cash in Bank	\$7,966.43
Notes Receivable	3,976.00
	-----
	\$11,942.43
	=====

ABILITIES & NET WORTH:

Fund Equity	\$11,725.87
Net Profit	216.56
	-----
	\$11,942.43
	=====

PROFIT AND LOSS

COME:

Interest Income	\$298.56
Bad Debts Repaid	207.00
	-----
	\$505.56

PENSES:

Bad Debts	\$289.00
PROFIT	\$216.56
	=====

SAUK VALLEY COMMUNITY COLLEGE  
 E.O.G. WORKSTUDY FUND  
 Period Ending March 31, 1991  
 B A L A N C E S H E E T

sh on Hand	\$309.25	
rkstudy Awards Receivable from Fed. Gov. 1989-90	0.00	
rkstudy Awards Capital 1989-90		172,715.00
rkstudy Awards Paid 1989-90	172,715.00	
O.G. Awards Receivable from Fed. Gov. 1989-90	0.00	
O.G. Awards Capital 1989-90		61,248.00
O.G. Awards Paid 1989-90	61,248.00	
LL Grant Awards Receivable from Fed. Gov. 1989-90	0.00	
LL Grant Awards Capital 1989-90		758,261.00
LL Grant Awards Paid 1989-90	758,261.00	
rkstudy Awards Receivable from Fed. Gov. 1990-91	38,809.08	
rkstudy Awards Capital 1990-91		172,198.00
rkstudy Awards Paid 1990-91	150,540.54	
G Awards Receivable from Fed. Gov. 1990-91	6,034.00	
G Awards Capital 1990-91		62,034.00
G Awards Paid 1990-91	50,800.34	
LL Grant Awards Receivable from Fed. Gov. 1990-91	(14,302.85)	
LL Grant Awards Capital 1990-91		808,548.00
LL Grant Awards Paid 1990-91	793,075.14	
ansfer Account	0.00	
active Federal Grants	17,514.50	
	-----	-----
	\$2,035,004.00	\$2,035,004.00
	=====	=====

SAUK VALLEY COMMUNITY COLLEGE BOOKSTORE  
 Period Ending 3-31-91  
 B A L A N C E   S H E E T

SETS:

Cash in Bank	\$172,210.79
Petty Cash	1,000.00
Investments	0.00
Accounts Receivable-Educational Fund	2,612.75
Inventory 6-30-90	127,733.97
	-----
	\$303,557.51
	=====

ABILITIES & NET WORTH:

Accounts Payable-Student Activity Fund	\$58.00
Fund Equity	\$280,306.83
Fund Transfer	0.00
Net Gain	23,192.68
	-----
	\$303,557.51
	=====

P R O F I T   A N D   L O S S

NCOME:

Textbook Sales	\$407,948.94
Supply Sales	44,864.77
Miscellaneous Sales	35,417.86
Paperback Sales	10,145.11
Used Book Sales	53,180.05
Magazine Sales	22.75
Sales Tax Collected	32,231.51
Other Income	513.36
Investment Income	0.00
	-----
	\$584,324.35

XPENSES:

Textbooks Purchased	\$370,017.95
Supplies Purchased	35,656.03
Miscellaneous Purchased	24,539.39
Paperbacks Purchased	6,570.67
Used Books Purchased	40,145.52
Magazines Purchased	21.25
Sales Tax Paid	27,263.00
Salaries & Wages	39,017.95
Employee Benefits	0.00
Transportation Charges	8,564.44
Supply Expenses	2,692.67
Equipment	3,733.95
Travel	1,151.22
Telephone	232.46
Dues & Subscriptions	45.00
Other Expense	1,373.28
Over & Under	49.63
Bad Debts	57.26
	-----
	561,131.67
	=====

NET GAIN on a cash basis without regard to inventory  
 accounts payable

\$23,192.68

=====

SAUK VALLEY COMMUNITY COLLEGE  
RESTRICTED PURPOSES FUND  
March 31, 1991

Balance on Hand - March 1, 1991	\$283,913.46
Cash Under - March 8 Deposit	(0.15)
Check #21843 issued 9/90	1.00
Check #22027 issued 10/90	50.00
Check #22173 issued 10/90	150.00
Check #23823 issued 2/91	49.07
Check #23840 issued 2/91	225.00
Cash Receipts	717,358.81
	-----
TOTAL FUNDS AVAILABLE DURING MARCH	\$1,001,747.19
	-----
Cash Disbursements - March, 1991	364,616.84
	-----
Balance on Hand - March 31, 1991	\$637,130.35
	=====

STATEMENT OF INCOME & EXPENSE  
STUDENT ACTIVITY FUND

ACTIVITIES

Student Activity Assessments	\$26,238.84
Athletic Income	4,114.00
Alma Income	1,732.00
Student Activity Income	1,445.00
Student Activity Income-Restricted Purp. Source	0.00
Student Activity Income - Bookstore Source	0.00
Book Talk Income	457.40
Cash Over & Under	168.58
Other Student Activity Income	39.00
	-----
TOTAL INCOME	\$34,194.82

TOTAL INCOME

	BUDGET	EXPENSE
Athletic Expense	35,492.	16,863.62
Cheerleader & Pom Pon Squad	2,500.	1,860.06
Tech Act. & Readers Theatre	5,000.	3,119.59
Alma Expense	5,500.	5,302.21
Book Expense	3,750.	1,602.79
Student Act. Expense	9,500.	5,827.75
Student Senate Expense	2,000.	2,147.26
Men's Intercollegiate Exp.	25,998.	24,393.13
C Clubs	260.	0.00
Book Talk	7,000.	3,325.73
Contingencies/Non-Budgeted	0.	0.00
	-----	-----
TOTAL EXPENSE	\$ 97,000.	\$64,442.14

BALANCE OF EXPENDITURES OVER REVENUES AS OF  
March 31, 1991

(\$30,247.32)

STATEMENT OF ASSETS AND LIABILITIES

SETS	REVOLVING AGENCY FUND LIABILITIES	AMOUNT	
sh in Bank	637,130.35	Due to Educational Fund	\$5,809.41
		Due to Oper. & Maint. Fund	247.40
tty Cash	975.00	Due to Bookstore	287.88
		Due Insurance Fund	0.00
cts. Rec.	158,682.89	Due to Student Loan Fund	685.00
		Resident Student Tuition	490,287.00
vestments	0.00	Resident Tuition Refunds	(29,658.40)
		Out of District Tuition	0.00
		Lab Fees	17,052.00
		Lab Fees Refunds	(1,021.20)
		Accounts Payable	0.00
			\$483,689.09

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	(\$4,349.72)
Parking	5,774.06
Recreation Room Fund	4,207.52
Student Locker Fund	857.31
Building Fairness Grant	0.00
Community Services	40,563.73
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	46,500.00
Spec Serv For Disadv. Exp-FY 91	(49,455.47)
JTPA/CAED Grant FY 91	(774.10)
HITS Grant	0.00
HITS Gt./NW Steel	0.00
HITS Gt./Sr. Home Comp.	0.00
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	(12,202.39)
Disadv.-Handicapped Gt. FY 91	(2,639.39)
Quality Assistance Gt.	(51.71)
Econ. Dev. Gt. II FY 91	7,464.10
Econ. Dev. Gt. Inc. FY 91	30,302.00
Econ. Dev. Gt. Exp. FY 91	(47,244.40)
Student Clubs	3,326.65
Adult Learning Book Charges	3,025.45
College Van	4,609.64
VIP/CPP	2,418.09
Student Serv/Special Projects	114,612.04

SVCC Athletic Booster Club	4,410.05
JTPA Title IIIA Grant	450.00
DCC/Revenue/FY 91	237,385.00
DCC/Expense/FY 91	(305,094.92)
PELL Grants	38.15
Voc. Educ. Adult Training	9,966.75
Ill. Interp. Workshop	248.25
SVCC Foundation	(10,011.83)
Sauk Area Arts Council	0.00
Sm. Bus. Dev. Gt./Inc./FY 91	10,913.67
Sm. Bus. Dev. Gt./Exp./FY 91	(15,021.07)
VITAL - Secy of State FY 91	8,676.95
Anna Johnson Estate	270.68
Nursing Uniforms	0.00
LPN Supplies	527.11
Miscellaneous Account	255,879.34
IL Personal Serv. Withholding	6.00
Career Guidance & Counseling	87.76
LRC Gt. Dept. of Educ. FY 90	5,416.20
DCC/Sales	1,605.50
Advanced Tech. Grant - FY 91	23,990.50
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 - Income/FY 91	44,000.00
Title III - St Serv Ret/Exp FY91	(33,770.47)
Title III - Nrs. Cln Lab/Exp FY91	(3,967.30)
Title III - Proj. Admin/Exp FY91	(20,055.84)
Title III - Eng Comp Lab/Exp FY91	(12,445.03)
	\$350,744.90
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#### FUND EQUITY

July 1, 1990	(\$7,398.43)
Excess of Expenditures over Revenue as of March 31, 1991	(30,247.32)
	(\$37,645.75)
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'AL ASSETS \$ 796,788.24	TOTAL LIABILITIES & NET WORTH	\$796,788.24
=====		=====

BILLS PAYABLE

April 22, 1991

EDUCATION FUND

0-810-547	VOID CHECK #16926 written March	duplicate	\$ (44.00)
5-000-541.02	VOID CHECK #16866 written March	incorrect	(368.18)
02-000-544.02	POSTMASTER	Bus. reply permit	16980 500.00
91-000-550	RICHARD GROHARING	Travel	16981 117.52
01-000-550	RICHARD GROHARING	Travel	16982 257.96
0-818-550	AACJC CONVENTION	Registration	16983 250.00
02-000-539	WESTON RESORT - Vail	Conference	16984 475.00
02-000-544.02	POSTMASTER	Bulk permit	16985 500.00
00-000-499	SVCC RESTRICTED PURPOSES FUND	To close GG Grant -	498.56
00-000-499.02	x x x	x x	5001.89 16986 5,500.45
0-813-513.02	CARVER AERO AVIATION	AVA 101	16987 450.00
0-300-550	ZOLLIE HALL	Travel advance	16988 310.00
0-818-550	SUNNY TRAVEL CENTER	Travel-Heuck	16989 91.00
0-714-550	SVCC PAYROLL FUND	3-31-91 Payroll	16990 185,147.90
6-000-575	I.S.S.R.T.	Conf. reg.	16991 180.00
5-000-541.02	CENTEL	Service	16992 2,906.03
0-813-513.02	CRESCENT ELECTRIC SUPPLY	Supplies	16993 468.18
02-000-544.02	POSTMASTER	Postage meter	16994 9,500.00
01-000-550	RICHARD L. BEHRENDT	Travel	16995 72.28
02-000-554	CAROL SPETH	Interview expense	16996 106.00
02-000-541.01	ILLINOIS ASBO ANNUAL CONFERENCE	Dues -	100.00
02-000-550	x x x	x Reg. -	141.25 16997 241.25
01-000-535	DIXON PUBLIC SCHOOL DIST.	Legal fees	16998 86.65
0-500-550	UNIVERSITY OF ILLINOIS	Conf. reg.	16999 280.00
0-813-513.02	PROPHESTOWN PARK DIST.	PED 1356	17000 337.50
0-810-550	JEANNINE OTTO	Travel advance	17001 210.00
02-000-521	PRUDENTIAL	April premium	17002 43,862.26
01-000-550	SVCC PAYROLL FUND	4-15-91 Payroll	17003 179,897.73
01-000-550	RICHARD L. BEHRENDT	Travel advance	17004 100.00
01-000-550	AMERICAN EXPRESS	Pres. travel	17005 673.63
			\$432,109.16

00.541.01	AACJC PUBLICATION SALES	SUPPLIES	17.006 3.50
00.541.02	AIN PLASTICS INC	SUPPLIES	17.007 137.60
00.544.01	ACTIVISION ELECTRIC INC	SUPPLIES	17.008 26.65
00.550.00	CINDY ALFANO	TRAVEL	17.009 72.50
00.541.02	ARATEX SERVICES INC	SUPPLIES	17.010 30.35
00.547.00	ASHTON GAZETTE	PUB INFO	17.011 42.00
00.547.00	ATECH SOFTWARE	PUB INFO	17.012 105.90
00.545.00	BAKER & TAYLOR	BOOKS	17.013 1,388.37
00.550.00	DOUG BANNON	TRAVEL	17.014 205.40
00.559.00	RICHARD BEHRENDT	EXPENSES	17.015 400.00
00.550.00	BFST WESTERN BRANDYWINE	LUNCHES	62.91
	X X	54.20	17.016 117.11

00541.01	BLACK BOX CORPORATION	SUPPLIES	192.21	
00541.02	X X	70.00	17.017	262.21
14541.02	BLOCK MUSIC CO	SUPPLIES	17.018	14.40
18550.00	BRANDYWINE RESTAURANT	LUNCHES	14.03	
18550.00	X X	75.69		
00550.00	X X	19.98		
00550.00	X X	41.12	17.019	150.82
00541.02	BRANSON ELECTRIC CO	SUPPLIES	17.020	22.88
00542.00	BUTLER PAPER CO	SUPPLIES	17.021	67.86
00541.01	CHRISTINE BYAR	SUPPLIES	17.022	16.58
14554.02	C & H DISTRIBUTORS INC	SUPPLIES	17.023	329.60
00554.02	CADAM	SERVICE	17.024	8,000.00
00547.00	CARROLL COUNTY REVIEW	ADS	17.025	76.80
00575.00	CENTEL	SERVICE	17.026	2,550.52
00550.00	WALTER CLEVENGER	TRAVEL	17.027	35.34
14550.00	CONSOLIDATED MANAGEMENT CO	MEETINGS	67.50	
14550.00	X X	93.55		
14550.00	X X	50.00		
18550.00	X X	50.00		
00554.00	X X	207.50		
00550.00	X X	31.25		
00550.00	X X	33.00	17.028	532.80
00541.02	CRESCENT ELECTRIC SUPPLY	SUPPLIES	17.029	232.99
00541.03	DAWSON	SUBSCRIPTIONS	17.030	473.31
00554.00	DIXON PUBLIC LIBRARY	TELECOMM	17.031	306.03
14541.02	R K DIXON CO	SUPPLIES	52.50	
14541.02	X X	52.50		
14541.02	X	52.50		
14541.02	X X	52.50		
00544.01	X X	254.25	17.032	464.25
14550.00	TERESA DOUGLAS	TRAVEL	17.033	36.60
00542.00	EASTMAN KODAK CO	SUPPLIES	17.034	24.95
00541.02	ELMIRA ELECTRONICS CORP	SUPPLIES	17.035	41.65
00541.02	ENVISIONS SOLUTIONS TECHNOLOGY	SUPPLIES	143.00	
00541.02	X X	143.00	17.036	286.00
00541.02	FILMS INC	SUPPLIES	17.037	204.00
00541.02	FLORALCREST FLORIST	SUPPLIES	17.038	15.00
00556.00	FLOWERS ETC	FLOWERS	17.039	33.00
00541.01	FORMSTART	SUPPLIES	17.040	233.00
00541.02	FRONTENAC DESIGNS	SUPPLIES	17.041	40.00
14541.02	FULD INSTITUTE FOR TECH IN NURSING EDUC	MEMBERSHIP		
00545.00	GRAND STAGE CO INC	BOOKS	17.042	300.00
00541.02	GREAT LAKES AIR GAS INC	SUPPLIES	17.043	102.95
14541.02	X X	5.60	17.044	14.00
12550.00	ZOLLIE HALL	TRAVEL	17.045	122.16
00550.00	RAY HAGER	TRAVEL	17.046	194.30
00543.00	WILLIAM RAINY HARPER COLLEGE	CHARGEBACK	17.047	267.06
00541.02	HASKELLS	SUPPLIES	53.98	
00541.01	X X	5.99		
00541.01	X X	19.16		
00541.01	X X	247.87		
00550.00	X X	517.85	17.048	844.85

00.541.03	HISTORIC ILLINOIS	SUBSCR	17.049	26.00
00.529.00	MICHAEL HUSTAD	TUITION REIMB 3 HRS	17.050	300.00
00.541.02	IBM CORPORATION	SUPPLIES	17.051	87.00
00.541.02	UNIV OF ILLINOIS	SUPPLIES 97.00		
00.541.02	X X	61.00	17.052	158.00
10.547.00	ILLINOIS BELL	PUB RELA	17.053	13.92
00.593.00	ILLINOIS CENTRAL COLLEGE	CHARGEBACK	17.054	2,567.40
14.534.00	ILLINOIS DEPT OF NUCLEAR SAFETY	Fee	17.055	30.00
00.541.03	ILLINOIS HERITAGE ASSN	SUPPLIES	17.056	25.00
00.593.00	ILLINOIS VALLEY COMM COLLEGE	CHARGEBACK	17.057	1,443.94
10.547.00	IMAGE DESIGNS	PUB INFO	17.058	480.00
10.547.00	JP ENTERPRISES	PUB INFO	17.059	89.00
00.541.02	JAMECO ELECTRONICS	SUPPLIES	17.060	84.31
00.541.02	JOHNSTONE SUPPLY	SUPPLIES	17.061	7.03
00.549.00	JOSTENS	DIPLOMAS	17.062	8.94
00.541.02	K MART	SUPPLIES	17.063	34.44
00.550.00	JOAN KERBER	TRAVEL	17.064	5.60
14.550.00	BEVERLY KIELE	TRAVEL	17.065	44.00
00.541.01	KRUGERS	SUPPLIES	17.066	13.14
00.550.00	KAREN KYLEN	TRAVEL	17.067	422.34
00.541.02	LENS & CAMERA CO	SUPPLIES	17.068	114.54
10.547.00	LIFETREE SOFTWARE INC	PUB RELA	17.069	135.40
00.550.00	CAROL LINTON	TRAVEL	17.070	18.61
00.541.01	LYBEN	SUPPLIES	17.071	122.45
00.556.00	LUNDSTROM FLORIST	FLOWERS	17.072	30.00
00.544.01	MARKETPLACE LABELS	SUPPLIES	17.073	62.74
00.541.02	MAVCC	SUPPLIES	17.074	29.50
00.534.00	MUELLER A V	SERVICE	17.075	177.32
00.542.00	MULTIGRAPHICS	SUPPLIES	17.076	731.80
00.541.02	NASCO	SUPPLIES	17.077	37.35
14.541.02	NATIONAL LEAGUE OF NURSING	SUPPLIES	17.078	150.00
00.541.02	NEWARK ELECTRONICS	SUPPLIES	17.079	167.78
00.534.00	NORTHERN ILL LIBRARY SYS	MAINT	17.080	104.74
00.542.00	NORTHLAND PAPER CO	SUPPLIES	17.081	493.43
16.541.02	OASIS LASER SUPPLY	SUPPLIES 29.99		
00.541.01	X X	29.99		
00.541.01	X X	29.99		
00.541.01	X X	29.99		
00.541.11	X X	29.99	17.082	149.95
00.550.00	CHARLES OSTER	TRAVEL	17.083	55.16
00.559.00	P.B.S.	TELECONFERENCE	17.084	275.00
00.545.00	P.B.S.	VIDEOS	17.085	667.00
00.541.02	PACIFIC CREST SOFTWARE	SUPPLIES	17.086	333.00
00.593.00	PARKLAND COLLEGE	CHARGEBACK	17.087	4,164.47
00.550.00	ALAN PFEIFER	TRAVEL	17.088	7.00
00.541.02	RAND MCNALLY & CO	SUPPLIES	17.089	365.74
14.550.00	DIANE ROBARTS	TRAVEL	17.090	13.72
10.547.00	RUCK RIVER VALLEY JOURNAL	PUB RELA	17.091	240.00
14.541.02	SAM RUMA	SUPPLIES	17.092	2.00

00541.02	SVCC BOOKSTORE	SUPPLIES	2.51		
17541.02	X X		2.69		
00541.02	X X		9.27		
00541.02	X X		46.05		
00541.02	X X		18.06		
11541.02	X X		7.52		
00541.02	X X		17.24		
14541.02	X X		15.57		
00541.02	X X		4.72		
10547.00	X X		45.81		
12541.01	X X		2.53		
13541.02	X X		.90		
14541.02	X X		3.49		
15541.02	X X		188.89		
00541.01	X X		1.57		
00541.01	X X		62.86		
00541.01	X X		27.05		
00541.01	X X		.60	17,093	4,581.13
00534.00	SBM EQUIPMENT CENTER	SERVICE	134.00		
10547.00	X	SUPPLIES	39.00		
18541.01	X X		34.00		
00541.03	X X		22.12		
00541.01	X X		85.00	17,094	314.12
11550.00	MICHAEL SEGUIN	TRAVEL		17,095	110.20
11550.00	MICHAEL SEGUIN	TRAVEL		17,096	17.00
10547.00	SHAWVER PRESS	PUB RELA	3560.00		
00541.01	X X	SUPPLIES	30.68	17,097	3,590.68
00550.00	SHELL OIL CO	PRES TRAVEL		17,098	76.52
14550.00	STANLEY SHIPPERT	TRAVEL		17,099	160.14
00534.00	SPALDINGS USED CARS & PARTS	SERVICE		17,100	271.00
00541.01	U S GOVERNMENT PRINTING OFC	SUPPLIES		17,101	38.00
10547.00	TCI CABLE ADVERTISING	PUB INFO		17,102	600.00
11541.02	THE TEACHING PROFESSOR	SUBSCR	49.68		
12541.02	X X		62.05		
13541.02	X X		37.27	17,103	149.00
00550.00	ROBERT THOMAS	TRAVEL		17,104	31.62
18550.00	VIRGINIA THOMPSON	TRAVEL		17,105	268.67
14541.02	TUFTS DIET & NUTRITION LETTER	SUBSCR		17,106	20.00
00541.02	UARCO INC	SUPPLIES		17,107	76.80
15541.02	UNIQUE COMPUTER	SUPPLIES	50.00		
00565.00	X X	EQUIP	1450.00	17,108	1,500.00
10547.00	W I X N	PUB RELA		17,109	320.00
10547.00	W L L T	PUB RELA		17,110	100.00
00541.02	WADSWORTH INC	SUPPLIES		17,111	168.52
00535.00	WARD MURRAY PACE & JOHNSON	LEGAL SERVICES		17,112	1,120.00
00593.00	WAUBONSEE COMM COLLEGE	CHARGEBACK		17,113	236.43
00545.00	WEST PUBL CO	BOOKS		17,114	23.00
00550.00	PEGGY WHITE	TRAVEL		17,115	131.89
00541.02	WORDPERFECT CORPORATION	SUPPLIES		17,116	13.00
00541.01	XEROX CORPORATION	SUPPLIES		17,117	779.96

00534.01	BELL ATLANTIC	SERVICE	17,118	4,139.64
00541.01	CURTIS 1000	SUPPLIES	17,119	116.59
00550.00	CONSOLIDATED MANAGEMENT	MEETING	17,120	4.10
10547.00	THE DAILY GAZETTE	PUB RELA	172.50	
00541.01	X X	126.45		
00547.00	X X	17.38		
00554.00	X X	53.46	17,121	369.79
10547.00	DIXON TELEGRAPH	PUB INFO	508.40	
00541.01	X X	125.97		
00547.00	X X	35.55		
00554.00	X X	47.04	17,122	716.96
00575.00	HUGHES BUSINESS TELEPHONES	SERVICE	17,123	1,227.72
00556.00	SWARTLEYS	FLOWERS	17,124	32.15
00541.02	SVCC IMPREST FUND	MISC EXPENSES	17,125	437.97
14550.00	SVCC PETTY CASH	SUPPLIES	1.43	
	X X	3.13	17,126	4.56

50,963.21

Cks. #16980 - 17005 and void checks

432,109.16

TOTAL EDUCATION FUND FOR APRIL

\$483,072.37

LIABILITY, PROTECTION & SETTLEMENT

-000-527	DIXON NATIONAL BANK	Medicare 3/31/91	277	\$ 1,139.24
	VOID CHECK		278	
-000-527	DIXON NATIONAL BANK	Medicare 4/15/91	279	1,152.54
-000-526	I.D.E.S.	Unemployment comp.	280	9,942.55
-000-527	I.R.S.	Medicare - 1st quarter	175	.40
TOTAL LIABILITY, PROTECTION & SETTLEMENT FOR APRIL				\$ 12,234.73

OPERATION, BUILDING & MAINTENANCE

000-550	HOLIDAY INN - Skokie	Seminar - Herren	2963	\$ 179.85
000-571	AMGAS	Service	2964	5,472.49
				<u>\$5,652.34</u>
U0.541.04	ACE HARDWARE	SUPPLIES	2,965	24.50
U0.541.04	BERRY BEARING CO	SUPPLIES	2,966	38.61
U0.541.04	THE BLODGETT OVEN CO	SUPPLIES	2,967	48.94
U0.534.01	BROWNING FERRIS INDUSTRIES	SERVICE	2,968	129.00
U0.541.04	BUN AUSTIN	SUPPLIES	2,969	298.00
U0.541.04	C B BOILER SERVICE	SUPPLIES	2,970	367.40
U0.573.00	COMMONWEALTH EDISON	SERVICE	2,971	24.50
U0.573.00	COMMONWEALTH EDISON	SERVICE	2,972	12344.89
U0.541.04	CRESCENT ELECTRIC SUPPLY	SUPPLIES	2,973	107.32
U0.541.04	DIXON GARAGE SUPPLY	SUPPLIES	2,974	80.35
U0.541.04	DIXON PAINT CO	SUPPLIES	2,975	600.92
U0.534.01	ENERGY CONTROLS INC	REPAIRS	2,976	135.53
U0.541.04	G & M INDUSTRIAL SUPPLIES	SUPPLIES	2,977	16.65
U0.541.04	GABRIEL SERVICE & SUPPLY	SUPPLIES	2,978	243.25
U0.541.04	GRUMMERTS TRUE VALUE	SUPPLIES	2,979	134.72
U0.550.00	GLADYS GUNTLE	TRAVEL	2,980	32.24
U0.541.04	HACH COMPANY	SUPPLIES	2,981	30.97
U0.550.00	ROSS HERREN	TRAVEL	2,982	81.70
U0.534.01	HONEYWELL INC	SERVICE	2,983	5,770.25
U0.541.04	HOYLE ROAD EQUIPMENT CO	SUPPLIES	2,984	24.92
U0.541.04	INLANDER STEINDLER PAPER CO	SUPPLIES	2,985	4,981.75
U0.541.04	J & K LOCKSMITH SERVICE	SUPPLIES	2,986	10.00
U0.541.04	JIMS REPAIR	SUPPLIES	2,987	73.15
U0.541.04	JOHNSTONE SUPPLY	SUPPLIES	2,988	59.95
U0.541.04	KAISER IMPLEMENT CO	SUPPLIES	2,989	13.88
U0.541.04	LEE FS INC	SUPPLIES	2,990	497.65
U0.534.02	LIFESONG AUDIO	SOUND SYSTEM	2,991	2,667.00
U0.541.04	MCMASTER CARR SUPPLY CO	SUPPLIES	2,992	1,097.00
U0.534.01	DAVID MAYES	SEWAGE TESTING	2,993	200.00
U0.534.01	MIDAS MUFFLER SHOP	SERVICE	2,994	346.73
U0.534.01	MONTGOMERY ELEVATOR CO	SERVICE	2,995	498.58
U0.541.04	MORGAN SERVICES INC	SUPPLIES	2,996	161.57
U0.541.04	MOTT BROTHERS	SUPPLIES	2,997	260.93
U0.550.00	FELIX NAPOLITANO	TRAVEL	2,998	35.36
U0.571.00	NORTHERN ILL GAS CO	SERVICE	2,999	2,251.38

UU.541..4	NORTHS OIL CO	SUPPLIES	3,000	308.00
UU.541..4	DREW CHEMICAL	SUPPLIES	3,001	4,971.90
UU.541..4	O'ROPKE TRUCK & WRECKER SERVICE	SERVICE	3,002	100.00
UU.541..4	POLAR SUPPLY CORP	SUPPLIES	3,003	57.55
UU.541..4	RADIO SHACK	SUPPLIES	3,004	89.58
UU.541..4	SVCC BOOKSTORE	SUPPLIES	3,005	8.84
UU.541..4	SVCC EDUCATION FUND	SUPPLIES	3,006	70.06
UU.541..4	S & S BUILDERS HARDWARE	SUPPLIES	3,007	727.63
UU.541..4	SEARS	SUPPLIES	3,008	71.94
UU.541..4	SENTRY POOL & CHEMICAL SUPPLY	SUPPLIES	3,009	29.25
UU.541..4	SHERWIN WILLIAMS	SUPPLIES	3,010	64.95
UU.541..4	SORENSEN JANITORIAL SUPPLY	SUPPLIES	3,011	1,844.05
UU.541..4	STONY POINT LAUNDRY	SUPPLIES	3,012	16.80
UU.541..4	TEWES PLASTICS CORPORATION	SUPPLIES	3,013	426.00
UU.541..4	WALDSCHMIDT REPAIR	SUPPLIES	3,014	110.95
UU.541..4	WOLOHAN LUMBER	SUPPLIES	3,015	922.31
UU.541..4	ZEP MANUFACTURING CO	SUPPLIES	3,016	79.95

44,509.35

Cks. #2963 and 2964

5,652.34

TOTAL OPERATIONS, MAINTENANCE AND BUILDING FUND FOR APRIL

\$55,241.69

REST FUND

-000-550	JOAN KERBER	Lunches	9186	\$ 23.55
1-714-541.02	C.C.I.	Photographs	9187	15.00
1-000-541.01	STATE UNIV. RETIREMENT SYSTEM	Manual	9188	10.00
1-000-575	JOLENE LESEMAN	Phone calls	9189	45.56
1-714-550	I.S.S.R.T.	Conf. reg.	9190	25.00
1-711-534	DARLENE LUCHOW	Honorarium	9191	25.00
1-000-544.02	UNITED PARCEL SERVICE	Service	9192	21.52
1-000-541.01	ILLINOIS ASSN. OF COLLEGE ADMISSIONS COUNSELORS	Supplies	9193	15.00
1-000-544.02	UNITED PARCEL SERVICE	Service	9194	13.75
1-000-550	ILL. COMMUNITY COLLEGE FACULTY ASSN.	Conf. Reg.	9195	45.00
1-000-550	CATHY SEAGREN	Meeting supplies	9196	10.08
1-813-550	RICHARD HOLTAM	Supplies	9197	10.45
1-000-544.02	UNITED PARCEL SERVICE	Service	9198	66.36
1-000-559	RICHARD L. BEHRENDT	Rotary lunches	9199	13.50
1-000-541.01	A.G.B.	Book	9200	14.95
1-810-550	SAINT MARY OF THE WOODS COLLEGE	Conference reg.	9201	35.00
1-000-544.02	UNITED PARCEL SERVICE	Service	9202	48.25

Total Disbursements - Education Fund \$437.97

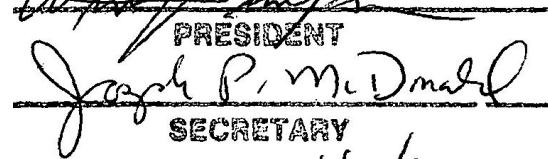
alance in fund - 2586.03  
 Disbursements 437.97  
 Total in fund - 3024.00

LUX VALLEY COMMUNITY COLLEGE

PROVED BY



Joseph P. McDonald  
PRESIDENT



SECRETARY

OFFICE OF BUSINESS SERVICES  
SAUK VALLEY COMMUNITY COLLEGE

BUDGET SUMMARY REPORT

4/30/91

	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	%
<b>FEDERAL FUNDS</b>							
Education Fund	\$877,537	\$5,541,997	\$3,471,974	62.6%	\$6,007,450	\$4,379,037	72.9%
<b>OPERATIONS, BUILDING &amp; MAINTENANCE FUND</b>							
	764,602	529,958	374,736	70.7%	565,600	341,510	60.4%
<b>ALL OPERATING FUND</b>	<b>\$1,642,139</b>	<b>\$6,071,955</b>	<b>\$3,846,710</b>	<b>63.4%</b>	<b>\$6,573,050</b>	<b>\$4,720,547</b>	<b>71.8%</b>
<b>NON-FEDERAL REVENUE FUNDS</b>							
Liability, Protection & Settlement Fund (Insurance)	\$295,426	\$135,720	\$125,088	92.2%	\$135,000	\$104,053	77.1%
Audit Fund	\$35,929	\$22,500	\$11,334	50.4%	\$22,500	\$22,075	98.1%
Protection, Health & Safety Fund	\$4,858	\$320,765	\$161,328	50.3%	\$320,765	\$131,089	40.9%
<b>PRIETARY FUNDS</b>							
Bookstore Fund	\$280,307	\$472,600	\$584,324	123.6%	\$442,600	\$561,132	126.8%
<b>RESERVES</b>							
Working Cash Fund	\$2,564,853	\$1,000	\$102,203		\$0	\$0	
Building Bond Proceeds Fund (Site and Construction)	\$869,698	\$65,002	\$16,959		\$280,000	\$44,820	

		BUDGET	PREVIOUS EXPENDITURES	THIS MONTH	TOTAL EXPENDITURES	%
110-000-000	INSTRUCTION					
110-100-000	BUSINESS EDUCATION					
110-100-513.01	- Salaries - Full Time	\$255,178.00	\$158,198.86	\$24,338.28	\$182,537.14	71.53%
110-100-534	- Contractual Services	\$5,000.00	\$4,297.81	\$134.00	\$4,431.81	88.64%
110-100-541.02	- General Materials & Supplies	\$14,675.00	\$8,670.67	\$543.65	\$9,214.32	62.79%
110-100-550	- Conference & Meeting Expense	\$1,400.00	\$468.53	\$0.00	\$468.53	33.47%
110-117-000	FOOD SERVICES	\$276,253.00	\$171,635.87	\$25,015.93	\$196,651.80	71.19%
110-117-534	- Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
110-117-541.02	- General Materials & Supplies	\$3,500.00	\$1,988.36	\$6.29	\$1,994.65	56.99%
110-117-550	- Conference & Meeting Expense	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
		\$3,600.00	\$1,988.36	\$6.29	\$1,994.65	55.41%
110-200-000	AGRICULTURE					
110-200-541.02	- General Materials & Supplies	\$500.00	\$363.85	\$15.00	\$378.85	75.77%
110-300-000	INDUSTRIAL EDUCATION					
110-300-513.01	- Salaries - Full Time	\$236,495.00	\$141,689.06	\$21,798.32	\$163,487.38	69.13%
110-300-534	- Contractual Services	\$3,500.00	\$670.93	\$271.00	\$941.93	26.91%
110-300-541.02	- General Materials & Supplies	\$18,295.00	\$11,276.53	\$2,988.82	\$14,265.35	77.97%
110-300-550	- Conference & Meeting Expense	\$1,400.00	\$348.15	\$365.16	\$713.31	50.95%
		\$259,690.00	\$153,984.67	\$25,423.30	\$179,407.97	69.09%
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	\$20.00	\$0.00	\$20.00	20.00%
110-316-541.02	- General Materials & Supplies	\$1,150.00	\$482.43	\$6.63	\$489.06	42.53%
110-316-550	- Conference & Meeting Expense	\$300.00	\$230.00	\$0.00	\$230.00	76.67%
		\$1,550.00	\$732.43	\$6.63	\$739.06	47.68%
110-400-000	SOCIAL SCIENCE					
110-400-513.01	- Salaries - Full Time	\$142,527.00	\$90,382.85	\$13,905.06	\$104,287.91	73.17%
110-400-541.02	- General Materials & Supplies	\$5,070.00	\$2,426.39	\$614.24	\$3,040.63	59.97%
110-400-550	- Conference & Meeting Expense	\$1,000.00	\$747.00	\$0.00	\$747.00	74.70%
		\$148,597.00	\$93,556.24	\$14,519.30	\$108,075.54	72.73%

## 110-410-000 E.M.T.

110-410-534	Contractual Services	\$1,500.00	\$1,385.00	\$0.00	\$1,385.00	92.33%
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%

## 110-418-000 CRIMINAL JUSTICE

110-418-513.01	- Salaries - Full Time	\$27,719.00	\$11,192.43	\$1,721.92	\$12,914.35	46.59%
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	\$951.50	\$64.13	\$1,015.63	67.71%
110-418-550	Conference & Meeting Expense	\$600.00	\$572.80	\$14.03	\$586.83	97.81%

## 110-500-000 HUMANITIES

110-500-513.01	Salaries-Full Time (Humanities)	\$311,184.00	\$163,481.73	\$22,565.66	\$186,047.39	59.79%
110-500-541.02	General Materials & Supplies (Humanities)	\$3,600.00	\$2,715.42	\$715.53	\$3,430.95	95.30%
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	\$1,082.99	\$280.00	\$1,362.99	48.68%

110-511-513.01	- Salaries-Full Time (Art)	\$36,668.00	\$26,482.45	\$4,074.22	\$30,556.67	83.33%
110-511-534	Contractual Services (Art)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
110-511-541.02	General Materials & Supplies (Art)	\$1,000.00	\$171.41	\$11.95	\$183.36	18.34%
110-511-550	Conference & Meeting Expense (Art)	\$200.00	\$86.00	\$0.00	\$86.00	

110-512-513.01	- Salaries-Full Time (Music)	\$71,323.00	\$38,633.31	\$5,943.60	\$44,576.91	62.50%
110-512-534	Contractual Services (Music)	\$1,800.00	\$615.00	\$14.40	\$629.40	34.97%
110-512-541.02	General Materials & Supplies(Music)	\$4,168.00	\$1,399.03	\$7.05	\$1,406.08	33.74%
110-512-550	Conference & Meeting Expense(Music)	\$600.00	\$518.51	\$0.00	\$518.51	86.42%

## 110-600-000 MATH SCIENCE

110-600-513.01	- Salaries - Full Time	\$232,887.00	\$151,723.02	\$23,342.02	\$175,065.04	75.17%
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	\$12,511.19	(\$1,669.36)	\$10,841.83	79.43%
110-600-550	Conference & Meeting Expense	\$1,400.00	\$495.04	\$131.89	\$626.93	44.78%

## 110-711-000 MED. LAB. TECHNOLOGY

110-711-513.01	Salaries - Full Time	\$66,280.00	\$42,363.70	\$5,523.34	\$47,887.04	72.25%
110-711-534	Contractual Services	\$7,500.00	\$8,204.74	\$25.00	\$8,229.74	109.73%
110-711-541.02	General Materials & Supplies	\$11,805.00	\$9,581.85	\$117.07	\$9,698.92	82.16%
110-711-550	Conference & Meeting Expense	\$1,040.00	\$452.18	\$0.00	\$452.18	43.48%

110-712-513.01	Salaries - Full Time	\$113,079.00	\$61,427.15	\$9,391.24	\$70,818.39	62.63%
110-712-516	- Salaries - Office Staff	\$17,320.00	\$12,268.39	\$1,443.34	\$13,711.73	79.17%
110-712-534.01	- Contractual Services	\$300.00	\$261.00	\$0.00	\$261.00	87.00%
110-712-534.02	Contractual Services - Title III	\$14,224.00	\$7,238.56	\$329.60	\$7,568.16	53.21%
110-712-541.02	General Materials & Supplies	\$4,560.00	\$3,800.76	\$283.63	\$4,084.39	89.57%
110-712-550	- Conference & Meeting Expense	\$1,450.00	\$859.52	\$0.00	\$859.52	59.28%
		\$150,933.00	\$85,855.38	\$11,447.81	\$97,303.19	64.47%
110-713-000	L.P. NURSING					
110-713-513.01	Salaries - Full Time	\$61,390.00	\$33,281.36	\$5,078.62	\$38,359.98	62.49%
110-713-534	Contractual Services	\$150.00	\$25.00	\$0.00	\$25.00	16.67%
110-713-541.02	General Materials & Supplies	\$2,230.00	\$1,690.20	\$100.41	\$1,790.61	80.30%
110-713-550	- Conference & Meeting Expense	\$600.00	\$62.50	\$0.00	\$62.50	10.42%
		\$64,370.00	\$35,059.06	\$5,179.03	\$40,238.09	62.51%
110-714-000	RADIOLOGIC TECHNOLOGY					
110-714-513.01	Salaries - Full Time	\$68,990.00	\$50,267.15	\$6,518.84	\$56,785.99	82.31%
110-714-534	Contractual Services	\$4,240.00	\$3,779.31	\$30.00	\$3,809.31	89.84%
110-714-541.02	General Materials & Supplies	\$3,395.00	\$2,901.16	\$299.71	\$3,200.87	94.28%
110-714-550	- Conference & Meeting Expense	\$5,050.00	\$2,582.33	\$472.05	\$3,054.38	60.48%
		\$81,675.00	\$59,529.95	\$7,320.60	\$66,850.55	81.85%
110-715-000	PHYSICAL EDUCATION					
110-715-513.01	- Salaries - Full Time	\$61,389.00	\$33,252.35	\$5,115.76	\$38,368.11	62.50%
110-715-534	Contractual Services	\$2,200.00	\$1,966.30	\$0.00	\$1,966.30	89.38%
110-715-541.02	General Materials & Supplies	\$1,165.00	\$1,288.56	\$11.58	\$1,300.14	111.60%
110-715-550	- Conference & Meeting Expense	\$400.00	\$0.00	\$0.00	\$0.00	0.00%
		\$65,154.00	\$36,507.21	\$5,127.34	\$41,634.55	63.90%
110-716-000	NURSING ASSISTANT					
110-716-534	- Contractual Services	\$100.00	\$51.00	\$0.00	\$51.00	51.00%
110-716-541.02	General Materials & Supplies	\$1,080.00	\$850.52	\$29.99	\$880.51	81.53%
110-716-550	- Conference & Meeting Expense	\$250.00	\$0.00	\$0.00	\$0.00	0.00%
		\$1,430.00	\$901.52	\$29.99	\$931.51	65.14%
110-800-000	FACULTY OFFICE & REPRODUCTION ROOM					
110-800-516	- Salaries - Secretarial	\$55,319.00	\$39,184.15	\$4,609.90	\$43,794.05	79.17%
110-800-518.01	- Student Employees - Federal (Faculty Office)	\$13,000.00	\$6,861.85	\$1,065.90	\$7,927.75	60.98%
110-800-518.01-1	- Student Employees - Federal (Workroom)	\$5,000.00	\$3,257.55	\$564.30	\$3,821.85	76.44%
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	\$3,180.45	\$532.09	\$3,712.54	202.87%
110-800-541.02	General Materials & Supplies (Faculty Office)	\$1,450.00	\$303.25	\$14.04	\$317.29	21.88%
110-800-541.03	General Materials & Supplies (Institutional Committees)	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
		\$87,449.00	\$62,869.25	\$6,786.23	\$69,655.48	79.65%

## 110-810-000 MARKETING &amp; PUBLIC RELATIONS

110-810-511	Salaries - Administrative	\$34,775.00	\$24,632.32	\$2,897.92	\$27,530.24	79.17%
110-810-516	- Salaries - Secretarial	\$15,000.00	\$2,697.78	\$1,480.82	\$4,178.60	27.86%
110-810-547	- General Materials & Supplies	\$99,932.00	\$42,639.90	\$6,543.40	\$49,183.30	49.22%
110-810-550	- Conference & Meeting Expense	\$1,260.00	\$738.75	\$245.00	\$983.75	78.08%
		\$150,967.00	\$70,708.75	\$11,167.14	\$81,875.89	54.23%

## 110-811-000 DEAN OF ARTS &amp; SOCIAL SCIENCES

110-811-511	Salaries - Administrative	\$47,649.00	\$33,751.46	\$3,970.76	\$37,722.22	79.17%
110-811-513.02	- Salaries - Instruction (Part-time)	\$49,000.00	\$89,045.79	\$11,983.80	\$101,029.59	206.18%
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	\$12,814.43	\$1,507.58	\$14,322.01	79.17%
110-811-518.01	Student Employees (Federal)	\$12,000.00	\$9,040.20	\$1,466.80	\$10,507.00	87.56%
110-811-534	Contractual Services	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
110-811-541.01	General Materials & Supplies	\$900.00	\$572.83	\$122.90	\$695.73	77.30%
110-811-550	- Conference & Meeting Expense	\$2,500.00	\$1,831.49	\$231.30	\$2,062.79	82.51%
		\$177,890.00	\$193,798.40	\$19,283.14	\$213,081.54	119.78%

## 110-812-000 DEAN OF BUSINESS &amp; TECHNOLOGY

110-812-511	Salaries - Administrative	\$51,693.00	\$36,615.96	\$4,307.76	\$40,923.72	79.17%
110-812-513.02	Salaries - Instruction (Part-time)	\$130,000.00	\$118,900.90	\$10,775.28	\$129,676.18	99.75%
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	\$11,128.22	\$1,250.00	\$12,378.22	62.14%
110-812-518.01	Student Employees (Federal)	\$15,979.00	\$11,389.50	\$1,931.70	\$13,321.20	83.37%
110-812-541.01	General Materials & Supplies	\$1,500.00	\$987.68	\$90.16	\$1,077.84	71.86%
110-812-550	Conference & Meeting Expense	\$3,000.00	\$2,404.57	\$234.43	\$2,639.00	87.97%
		\$265,093.00	\$223,845.70	\$18,589.33	\$242,435.03	91.45%

## 110-813-000 DEAN OF COMM &amp; EXTENDED SERVICES

110-813-511	- Salaries - Administrative	\$45,979.00	\$32,568.43	\$3,831.58	\$36,400.01	79.17%
110-813-513.02	Instructional Salaries	\$60,000.00	\$15,253.68	\$6,118.75	\$21,372.43	35.62%
110-813-513.03	Community Service Coordinators	\$8,000.00	\$4,285.00	\$250.00	\$4,535.00	56.69%
110-813-516	Salaries - Secretarial	\$15,069.00	\$9,190.10	\$1,235.00	\$10,425.10	69.18%
110-813-518.01	- Student Employees (Federal)	\$1,570.00	\$1,449.70	\$220.40	\$1,670.10	106.38%
110-813-534	Contractual Services	\$1,500.00	\$320.00	\$0.00	\$320.00	21.33%
110-813-541.02	General Materials & Supplies	\$3,000.00	\$1,899.21	\$295.19	\$2,194.40	73.15%
110-813-550	Conference & Meeting Expense	\$2,250.00	\$1,546.08	\$86.14	\$1,632.22	72.54%
		\$137,368.00	\$66,512.20	\$12,037.06	\$78,549.26	57.18%

## 110-814-000 NURSING EDUCATION

110-814-511	Salaries - Administrative	\$34,500.00	\$31,701.92	\$2,874.96	\$34,576.88	100.22%
110-814-513.02	Salaries - Instruction (Part-time)	\$45,000.00	\$34,729.50	\$1,990.76	\$36,720.26	81.60%
110-814-513.03	Salaries - Instructional (Summer)	\$20,000.00	\$13,030.98	\$105.00	\$13,135.98	65.68%
110-814-518.01	- Student Employees (Federal)	\$4,820.00	\$2,046.30	\$311.60	\$2,357.90	48.92%
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	\$481.21	\$324.34	\$805.55	67.13%
110-814-550	Conference & Meeting Expense	\$1,250.00	\$41.60	\$53.13	\$94.73	7.58%
		\$106,970.00	\$82,031.51	\$5,659.79	\$87,691.30	81.98%

110-815-513.01	Salaries - Full Time	\$70,141.00	\$47,334.35	\$7,219.66	\$54,554.01	77.78%
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	\$3,935.33	(\$636.84)	\$3,298.49	46.79%
110-815-550	Conference & Meeting Expense	\$700.00	\$0.00	\$0.00	\$0.00	0.00%
		<b>\$77,891.00</b>	<b>\$51,269.68</b>	<b>\$6,582.82</b>	<b>\$57,852.50</b>	<b>74.27%</b>
<b>110-816-000</b>	<b>HONORS PROGRAM</b>					
110-816-534	Contractual Services	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
110-816-541.02	General Materials & Supplies	\$400.00	\$341.95	\$17.20	\$359.15	89.79%
110-816-550	- Conference & Meeting Expense	\$250.00	\$130.92	\$0.00	\$130.92	52.37%
		<b>\$750.00</b>	<b>\$472.87</b>	<b>\$17.20</b>	<b>\$490.07</b>	<b>65.34%</b>
<b>110-818-000</b>	<b>VICE PRESIDENT OF INSTRUCTION</b>					
110-818-511	Salaries - Administrative	\$58,984.00	\$41,780.39	\$4,915.34	\$46,695.73	79.17%
110-818-516	- Salaries - Secretarial	\$22,948.00	\$16,254.89	\$1,912.34	\$18,167.23	79.17%
110-818-518	- Student Tutors	\$3,000.00	\$93.10	\$39.90	\$133.00	4.43%
110-818-518.01	- Student Employees (Federal)	\$4,500.00	\$2,516.55	\$226.10	\$2,742.65	60.95%
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	\$2,382.67	\$106.42	\$2,489.09	67.27%
110-818-550	- Conference & Meeting Expense	\$3,000.00	\$2,041.08	\$853.97	\$2,895.05	96.50%
		<b>\$97,032.00</b>	<b>\$65,962.70</b>	<b>\$8,054.07</b>	<b>\$74,016.77</b>	<b>76.28%</b>
<b>120-000-000</b>	<b>LEARNING RESOURCE CENTER</b>					
120-000-513.03	Salaries - Instructional (Summer)	\$6,000.00	\$0.00	\$0.00	\$0.00	0.00%
120-000-515	Salaries - Professional	\$112,350.00	\$67,666.75	\$9,362.52	\$77,029.27	68.56%
120-000-516	Salaries - Secretarial	\$34,608.00	\$24,514.00	\$2,884.00	\$27,398.00	79.17%
120-000-518.01	Student Employees (Federal)	\$12,809.00	\$8,851.15	\$957.60	\$9,808.75	76.58%
120-000-534	Contractual Services	\$13,150.00	\$8,411.42	\$588.09	\$8,999.51	68.44%
120-000-541.01	Xerox Supplies	\$1,000.00	(\$1,850.66)	(\$869.39)	(\$2,720.05)	-272.01%
120-000-541.03	Library Supplies	\$17,050.00	\$14,307.11	\$541.73	\$14,848.84	87.09%
120-000-544.01	Audio Visual Supplies	\$6,500.00	\$4,127.32	\$0.72	\$4,128.04	63.51%
120-000-545	Library Books	\$40,000.00	\$21,182.47	\$2,109.37	\$23,291.84	58.23%
120-000-550	Conference & Meeting Expense	\$2,390.00	\$820.88	\$76.62	\$897.50	37.55%
		<b>\$245,857.00</b>	<b>\$148,030.44</b>	<b>\$15,651.26</b>	<b>\$163,681.70</b>	<b>66.58%</b>
<b>130-000-000</b>	<b>STUDENT SERVICES AND AIDS</b>					
<b>131-000-000</b>	<b>ADMISSIONS AND RECORDS</b>					
131-000-511	Salaries - Administrative	\$38,048.00	\$26,950.61	\$3,170.66	\$30,121.27	79.17%
131-000-516	Salaries - Secretarial	\$66,574.00	\$47,826.46	\$5,494.02	\$53,320.48	80.09%
131-000-518.01	Student Employees (Federal)	\$10,958.00	\$8,108.25	\$783.75	\$8,892.00	81.15%
131-000-534	Contractual Services	\$1,880.00	\$874.61	\$0.00	\$874.61	46.52%
131-000-541.01	General Materials & Supplies	\$14,000.00	\$8,185.36	\$771.73	\$8,957.09	63.98%
131-000-550	Conference & Meeting Expense	\$2,500.00	\$1,876.63	\$0.00	\$1,876.63	75.07%
		<b>\$133,960.00</b>	<b>\$93,821.92</b>	<b>\$10,220.16</b>	<b>\$104,042.08</b>	<b>77.67%</b>

## 132-000-000 COUNSELING AND TESTING

132-000-515	- Salaries - Professional	\$102,624.00	\$65,940.61	\$8,212.60	\$74,153.21	72.26%
132-000-516	- Salaries - Secretarial	\$22,591.00	\$12,814.43	\$1,507.58	\$14,322.01	63.40%
		\$125,215.00	\$78,755.04	\$9,720.18	\$88,475.22	70.66%
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	\$32,648.50	\$3,841.00	\$36,489.50	79.17%
134-000-516	- Salaries - Secretarial	\$35,261.00	\$24,371.53	\$2,580.87	\$26,952.40	76.44%
		\$81,353.00	\$57,020.03	\$6,421.87	\$63,441.90	77.98%
138-000-000	VICE PRESIDENT OF STUDENT SERVICES					
138-000-511	- Salaries - Administrative	\$56,007.00	\$39,671.71	\$4,667.26	\$44,338.97	79.17%
138-000-516	- Salaries - Secretarial	\$22,842.00	\$13,165.20	\$1,480.82	\$14,646.02	64.12%
138-000-518.01	- Student Employees (Federal)	\$45,100.00	\$31,858.60	\$4,512.90	\$36,371.50	80.65%
138-000-519	- Other Salaries (Coaching)	\$38,245.00	\$26,641.07	\$2,263.67	\$28,904.74	75.58%
138-000-534	- Contractual Services	\$900.00	\$770.50	\$0.00	\$770.50	85.61%
138-000-541.01	- General Materials & Supplies	\$19,400.00	\$26,655.23	(\$11,027.87)	\$15,627.36	80.55%
138-000-549	- Commencement	\$7,000.00	\$1,395.48	\$8.94	\$1,404.42	20.06%
138-000-550	- Conference & Meeting Expense	\$6,855.00	\$3,954.65	\$311.15	\$4,265.80	62.23%
138-000-554	- Student Recruitment	\$2,500.00	\$2,379.39	\$262.52	\$2,641.91	105.68%
		\$198,849.00	\$146,491.83	\$2,479.39	\$148,971.22	74.92%
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	\$299,070.54	\$34,627.99	\$333,698.53	75.23%
171-000-518.01	- Student Employees (Federal)	\$82,000.00	\$47,794.00	\$5,321.00	\$53,115.00	64.77%
171-000-518.017	- Matrons Work Study (Federal)	\$0.00	\$20,194.00	\$1,859.50	\$22,053.50	0.00%
176-000-575	- Telephone	\$67,500.00	\$49,370.38	\$6,212.06	\$55,582.44	82.34%
		\$593,079.00	\$416,428.92	\$48,020.55	\$464,449.47	78.31%
181-000-000	GENERAL ADMINISTRATION					
181-000-000	PRESIDENT'S OFFICE					
181-000-511	- Salaries - Administrative	\$80,657.00	\$57,132.07	\$6,721.42	\$63,853.49	79.17%
181-000-516	- Salaries - Secretarial	\$26,280.00	\$18,615.00	\$2,190.00	\$20,805.00	79.17%
181-000-518.01	- Student Employees (Federal)	\$3,484.00	\$2,168.85	\$294.50	\$2,463.35	70.70%
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	\$1,698.98	\$95.42	\$1,794.40	89.72%
181-000-550	- Conference & Meeting Expense	\$5,500.00	\$4,266.61	\$973.66	\$5,240.27	95.28%
181-000-556	- Special Affairs	\$4,700.00	\$3,507.66	\$97.88	\$3,605.54	76.71%
181-000-559	- Other Conf. & Meeting Expense	\$8,525.00	\$7,425.25	\$413.50	\$7,838.75	91.95%
		\$131,246.00	\$94,934.42	\$10,786.38	\$105,720.80	80.55%

## 182-000-000 VICE PRESIDENT OF BUSINESS SERVICES

182-000-511	- Salaries - Administrative	\$105,779.00	\$56,291.63	\$5,260.84	\$61,552.47	58.19%
182-000-512	- Salaries - Professional	\$24,594.00	\$7,244.44	\$828.00	\$8,072.44	32.82%
182-000-516	- Salaries - Secretarial	\$96,925.00	\$68,768.31	\$8,077.10	\$76,845.41	79.28%
182-000-534	- Contractual Services	\$6,500.00	\$3,818.77	\$0.00	\$3,818.77	58.75%
182-000-541.01	- General Materials & Supplies	\$10,000.00	\$3,946.62	(\$1,531.58)	\$2,415.04	24.15%
182-000-550	- Conference & Meeting Expense	\$3,900.00	\$2,950.89	\$169.94	\$3,120.83	80.02%
		<b>\$247,698.00</b>	<b>\$143,020.66</b>	<b>\$12,804.30</b>	<b>\$155,824.96</b>	<b>62.91%</b>

## 190-000-000 INSTITUTIONAL SUPPORT

## 191-000-000 BOARD OF TRUSTEES

191-000-535	- Contractual -Legal	\$10,000.00	\$8,988.02	\$1,206.65	\$10,194.67	101.95%
191-000-549	- Other Gen Supplies (Election)	\$1,000.00	\$594.75	\$40.68	\$635.43	63.54%
191-000-550	- Conference & Meeting Expense	\$5,300.00	\$4,025.58	\$449.60	\$4,475.18	84.44%
		<b>\$16,300.00</b>	<b>\$13,608.35</b>	<b>\$1,696.93</b>	<b>\$15,305.28</b>	<b>93.90%</b>

## 192-000-000 INSTITUTIONAL SUPPORT EXPENSES

192-000-516	- Salaries - Secretarial	\$17,852.00	\$13,087.11	\$1,487.66	\$14,574.77	81.64%
192-000-518.01	- Student Employees (Federal)	\$5,935.00	\$5,345.45	\$663.05	\$6,008.50	101.24%
192-000-518.03	- Student Employees (Federal) (Contingency)	\$4,448.00	\$2,542.20	\$216.60	\$2,758.80	62.02%
192-000-521	- Group Medical & Life Insurance	\$430,000.00	\$317,661.79	\$39,428.07	\$357,089.86	83.04%
192-000-524	- Medical Examination Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
192-000-529	- Tuition Reimbursement	\$7,000.00	\$5,798.86	\$300.00	\$6,098.86	87.13%
192-000-532	- Curriculum Development	\$1,000.00	\$0.00	\$0.00	\$0.00	0.00%
192-000-537	- UNALLOCATED Contractual	\$2,000.00	\$974.00	\$0.00	\$974.00	48.70%
192-000-539	- In-Service Training	\$7,000.00	\$3,659.00	\$750.00	\$4,409.00	62.99%
192-000-541.02	- Supplies (Faculty Association)	\$200.00	\$106.05	\$16.63	\$122.68	61.34%
192-000-544.02	- Postage	\$51,500.00	\$22,997.06	\$9,848.24	\$32,845.30	63.78%
192-000-546	- Publications/Dues	\$10,200.00	\$10,943.36	\$0.00	\$10,943.36	107.29%
192-000-547	- Advertising	\$900.00	\$637.43	\$129.73	\$767.16	85.24%
192-000-554	- Recruitment	\$5,000.00	\$3,847.77	\$206.50	\$4,054.27	81.09%
		<b>\$543,035.00</b>	<b>\$387,600.08</b>	<b>\$53,046.48</b>	<b>\$440,646.56</b>	<b>81.15%</b>

## 192-000-580 CAPITAL OUTLAY

192-000-585	- Equipment	\$262,941.00	\$171,693.94	\$14,029.85	\$185,723.79	70.63%
		<b>\$262,941.00</b>	<b>\$171,693.94</b>	<b>\$14,029.85</b>	<b>\$185,723.79</b>	<b>70.63%</b>

## 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	\$21.40	\$6.29	\$27.69	9.23%
193-000-550	Conference & Meeting Expense	\$300.00	\$0.00	\$0.00	\$0.00	0.00%
		<b>\$700.00</b>	<b>\$21.40</b>	<b>\$6.29</b>	<b>\$27.69</b>	<b>3.96%</b>

## 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	\$60.95	\$0.00	\$60.95	6.10%
		<b>\$4,000.00</b>	<b>\$60.95</b>	<b>\$0.00</b>	<b>\$60.95</b>	<b>1.52%</b>

195-000-511	Salaries - Administrative	\$89,781.00	\$50,030.70	\$7,001.40	\$57,032.10	63.52%
195-000-516	- Salaries - Office Staff	\$33,036.00	\$23,400.50	\$2,753.00	\$26,153.50	79.17%
195-000-518.01	Student Employees (Federal)	\$6,365.00	\$2,876.60	\$326.80	\$3,203.40	50.33%
195-000-532	Contractual - Consulting (Business Office)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
195-000-534.01	Contractual - Admin.	\$121,100.00	\$40,422.31	\$6,253.29	\$46,675.60	38.54%
195-000-534.02	Contractual - Educ.	\$28,450.00	\$15,000.00	\$8,000.00	\$23,000.00	80.84%
195-000-541.01	General Supplies - Admin.	\$15,900.00	\$14,111.12	(\$2,129.67)	\$11,981.45	75.36%
195-000-541.02	General Supplies - Educ.	\$6,500.00	\$3,032.32	\$1,019.21	\$4,051.53	62.33%
195-000-550	Conference & Meeting Expense	\$5,000.00	\$187.41	\$42.34	\$229.75	4.60%
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		\$306,132.00	\$149,060.96	\$23,266.37	\$172,327.33	56.29%
196-000-000	PLANNING AND DEVELOPMENT					
196-000-511	- Salaries - Administrative	\$46,064.00	\$36,036.74	\$4,458.32	\$40,495.06	87.91%
196-000-516	Salaries - Secretarial	\$17,672.00	\$11,818.20	\$1,546.32	\$13,364.52	75.63%
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	\$1,844.60	\$88.50	\$1,933.10	87.08%
196-000-550	- Conference & Meeting Expense	\$4,000.00	\$2,223.09	\$476.54	\$2,699.63	67.49%
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		\$72,956.00	\$51,922.63	\$6,569.68	\$58,492.31	80.17%
197-000-593	TUITION CHARGE-BACK					
		\$25,000.00	\$24,700.50	\$8,679.30	\$33,379.80	133.52%
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		\$25,000.00	\$24,700.50	\$8,679.30	\$33,379.80	133.52%
199-000-600	PROVISION FOR CONTINGENCIES					
		\$43,493.00	\$0.00	\$0.00	\$0.00	0.00%
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		\$43,493.00	\$0.00	\$0.00	\$0.00	0.00%
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	TOTAL EDUCATIONAL FUND EXPENDITURES.	\$6,007,450.00	\$3,909,487.77	\$468,549.44	\$4,378,037.21	72.88%
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

#### OPERATIONS & MAINTENANCE FUND

270-000-000	OPERATIONS & MAINTENANCE FUND					
270-000-534.01	- Contractual Services	\$137,000.00	\$31,899.07	\$7,080.09	\$38,979.16	28.45%
270-000-534.02	- Contractual - Fitness Center			\$2,667.00		
270-000-541.04	- General Materials & Supplies	\$55,000.00	\$36,807.46	\$19,040.13	\$55,847.59	101.54%
270-000-550	- Conference & Meeting Expense	\$2,100.00	\$814.16	\$329.15	\$1,143.31	54.44%
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		\$194,100.00	\$69,520.69	\$29,116.37	\$95,970.06	49.44%
271-000-571	- Gas	\$89,500.00	\$54,909.53	\$7,723.87	\$62,633.40	69.98%
276-000-573	- Electricity	\$247,000.00	\$144,375.07	\$18,369.39	\$162,744.46	65.89%
276-000-587	- Equipment	\$9,000.00	\$7,920.43	\$0.00	\$7,920.43	88.00%

## 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	\$276,725.72	\$55,209.63	\$329,268.35	58.22%
	=====	=====	=====	=====	=====

TOTAL OPERATING FUND EXPENDITURES	\$6,573,050.00	\$4,186,213.49	\$523,759.07	\$4,707,305.56	71.62%
	=====	=====	=====	=====	=====

		BUDGET	EXPENDITURES	MONTH	EXPENDITURES	%
<b>LIABILITY, PROTECTION &amp; SETTLEMENT FUND</b>						
1292-000-000	Institutional Support					
1292-000-523	- Worker's Compensation	\$32,000.00	\$26,309.20	(\$208.42)	\$26,100.78	81.56%
1292-000-526	- Unemployment Compensation	\$20,000.00	\$1,352.07	\$9,511.60	\$10,863.67	54.32%
1292-000-527	- Medicare	\$18,000.00	\$12,483.55	\$1,926.02	\$14,409.57	80.05%
1292-000-528	- Tort Liability Insurance	\$65,000.00	\$52,679.00	\$0.00	\$52,679.00	81.04%
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT EXPENDITURES</b>		<b>\$135,000.00</b>	<b>\$92,823.82</b>	<b>\$11,229.20</b>	<b>\$104,053.02</b>	<b>77.08%</b>
<b>AUDIT FUND</b>						
1192-000-531	- Audit Services	\$22,500.00	\$22,075.00	\$0.00	\$22,075.00	98.11%
<b>TOTAL AUDIT FUND EXPENDITURES</b>		<b>\$22,500.00</b>	<b>\$22,075.00</b>	<b>\$0.00</b>	<b>\$22,075.00</b>	<b>98.11%</b>
<b>WORKING CASH FUND</b>						
700-000-711	- Transfer to Other Funds	\$0.00	(\$244,000.00)	\$44,000.00	(\$200,000.00)	0.00%
<b>TOTAL WORKING CASH FUND EXPENDITURES</b>		<b>\$0.00</b>	<b>(\$244,000.00)</b>	<b>\$44,000.00</b>	<b>(\$200,000.00)</b>	<b>0.00%</b>
<b>CAPITAL PROJECTS</b>						
<b>BUILDING BOND PROCEEDS FUND</b>						
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%
	- Blinds	\$0.00	\$27,033.58	\$0.00	\$27,033.58	0.00%
	- Data Proc High Tech	\$0.00	\$17,786.47	\$0.00	\$17,786.47	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%
<b>TOTAL BUILDING BOND PROCEEDS FUND EXPENDITURES</b>		<b>\$280,000.00</b>	<b>\$44,820.05</b>	<b>\$0.00</b>	<b>\$44,820.05</b>	<b>16.01%</b>
<b>PROTECTION, HEALTH &amp; SAFETY FUND</b>						
0390-000-584	- Building Improvements	\$320,765.00	\$131,089.06	\$0.00	\$131,089.06	40.87%
<b>TOTAL PROTECTION, HEALTH &amp; SAFETY FUND EXPENDITURES</b>		<b>\$320,765.00</b>	<b>\$131,089.06</b>	<b>\$0.00</b>	<b>\$131,089.06</b>	<b>40.87%</b>
<b>PROPRIETARY FUNDS</b>						
		\$442,600.00	\$549,399.94	\$11,731.73	\$561,131.67	126.78%
<b>TOTAL PROPRIETARY FUNDS EXPENDITURES</b>		<b>\$442,600.00</b>	<b>\$549,399.94</b>	<b>\$11,731.73</b>	<b>\$561,131.67</b>	<b>126.78%</b>

## 100-000-400 EDUCATIONAL FUND

	BUDGET	PREVIOUS RECEIPTS	THIS MONTH	TOTAL RECEIPTS	%
100-000-410 Local Governmental Sources					
100-000-411.01 - 1989 Taxes 1/2(645,500,000 @ .24 1/2	\$785,872.00	\$768,615.01	\$392.27	\$769,007.28	97.85%
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	\$3,581.20 \$0.00	\$96.96 \$0.00	\$3,678.16 \$0.00	183.91%
<b>TOTAL LOCAL GOVERNMENT REVENUE</b>	<b>\$1,573,744.00</b>	<b>\$772,196.21</b>	<b>\$489.23</b>	<b>\$772,685.44</b>	<b>49.10%</b>
100-000-420 State Governmental Sources					
100-000-421 - State Apportionment Based on FY '88 enrollment - 45,297 hrs.	\$1,506,931.00	\$821,800.00	\$136,966.67	\$958,766.67	63.62%
100-000-421.02 - State Equalization Grants	\$568,986.00	\$284,493.00	\$142,246.50	\$426,739.50	75.00%
100-000-421-060 - Advanced Technology Grant	\$47,981.00	\$0.00	\$0.00	\$0.00	0.00%
100-000-423 - Vocational Technical Education	\$60,000.00 \$28,357.00	\$57,904.33 \$0.00	\$19,095.00 \$0.00	\$76,999.33 \$0.00	128.33% 0.00%
<b>TOTAL STATE GOVERNMENT REVENUE</b>	<b>\$2,212,255.00</b>	<b>\$1,164,197.33</b>	<b>\$298,308.17</b>	<b>\$1,462,505.50</b>	<b>66.11%</b>
100-000-430 Federal Governmental Sources					
100-000-431 - Federal Work Study	\$172,198.00	\$133,208.82	\$17,331.72	\$150,540.54	87.42%
100-000-439 - Other Federal	\$6,000.00	\$530.93	\$0.00	\$530.93	8.85%
<b>TOTAL FEDERAL GOVERNMENT REVENUE</b>	<b>\$178,198.00</b>	<b>\$133,739.75</b>	<b>\$17,331.72</b>	<b>\$151,071.47</b>	<b>84.78%</b>
100-000-440 Student Tuition and Fees					
100-000-441.01 - Summer	\$130,000.00	\$126,661.73	\$0.00	\$126,661.73	97.43%
100-000-441.02 - Fall	\$589,000.00	\$558,020.39	\$50,000.00	\$608,020.39	103.23%
100-000-441.03 - Spring	\$575,000.00	\$0.00	\$200,000.00	\$200,000.00	34.78%
<b>Total Tuition</b>	<b>\$1,294,000.00</b>	<b>\$684,682.12</b>	<b>\$250,000.00</b>	<b>\$934,682.12</b>	<b>72.23%</b>
100-000-442.01 - Graduation Fees	\$3,600.00	\$2,270.00	\$730.00	\$3,000.00	83.33%
100-000-442.04 - Transcript Fees	\$1,400.00	\$1,080.00	\$158.00	\$1,238.00	88.43%
100-000-442.05 - Laboratory Fees	\$35,000.00	\$21,019.90	\$0.90	\$21,020.80	60.06%
100-000-442.09 - Public Service Income	\$14,900.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Fees</b>	<b>\$54,900.00</b>	<b>\$24,369.90</b>	<b>\$888.90</b>	<b>\$25,258.80</b>	<b>46.01%</b>
<b>TOTAL TUITION AND FEES REVENUE</b>	<b>\$1,348,900.00</b>	<b>\$709,052.02</b>	<b>\$250,888.90</b>	<b>\$959,940.92</b>	<b>71.16%</b>

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	\$2,738.14	\$531.12	\$3,269.26	46.70%
100-000-470	- Interest on Investments	\$167,000.00	\$31,477.34	\$2,549.24	\$34,026.58	20.38%
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	\$85,246.67	(\$4,886.80)	\$80,359.87	169.54%
100-000-721	- Transfer from Bookstore	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>TOTAL OTHER SOURCES REVENUE</b>		<b>\$228,900.00</b>	<b>\$127,578.09</b>	<b>(\$1,806.44)</b>	<b>\$125,771.65</b>	<b>54.95%</b>

<b>TOTAL EDUCATIONAL FUND REVENUE</b>	<b>\$5,541,997.00</b>	<b>\$2,906,763.40</b>	<b>\$565,211.58</b>	<b>\$3,471,974.98</b>	<b>62.65%</b>
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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	\$94,122.34	\$48.04	\$94,170.38	97.86%
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%
<b>Total Local Government</b>		<b>\$192,458.00</b>	<b>\$94,122.34</b>	<b>\$48.04</b>	<b>\$94,170.38</b>	<b>48.93%</b>

##### 200-000-420 State Governmental Sources

200-000-427	- Replacement of Corporate Personal Property Tax	\$225,000.00	\$212,199.78	\$27,719.51	\$239,919.29	106.63%
200-000-470	Interest on Investment	\$100,000.00	\$28,345.11	\$3,411.12	\$31,756.23	31.76%
200-000-499	Miscellaneous Revenue	\$12,500.00	\$6,726.82	\$2,163.00	\$8,889.82	71.12%
200-000	Transfer from Other Funds	\$0.00	(\$244,000.00)	\$44,000.00	(\$200,000.00)	0.00%
<b>TOTAL OPERATIONS AND MAINTENANCE FUND REVENUE</b>		<b>\$529,958.00</b>	<b>\$97,394.05</b>	<b>\$77,341.67</b>	<b>\$174,735.72</b>	<b>32.97%</b>

<b>TOTAL OPERATING BUDGETED REVENUE</b>	<b>\$6,071,955.00</b>	<b>\$3,004,157.45</b>	<b>\$642,553.25</b>	<b>\$3,646,710.70</b>	<b>60.06%</b>
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## LIABILITY, PROTECTION, AND SETTLEMENT FUND

## 1200-000-410 Local Governmental Sources

1200-000-411.01 - 1989 Taxes	\$67,360.00	\$110,995.67	\$1,617.45	\$112,613.12	167.18%
1200-000-411.02 - 1990 Taxes	\$67,360.00	\$0.00	\$0.00	\$0.00	0.00%
Back Taxes	\$0.00	\$1,484.97	\$0.00	\$1,484.97	0.00%
1200-000-470 - Investment Income	\$1,000.00	\$9,661.84	\$1,327.61	\$10,989.45	1098.95%
<b>TOTAL LIABILITY, PROTECTION, AND SETTLEMENT FUND REVENUE</b>	<b>\$135,720.00</b>	<b>\$122,142.48</b>	<b>\$2,945.06</b>	<b>\$125,087.54</b>	<b>92.17%</b>

## AUDIT FUND

## 1100-000-410 Local Governmental Sources

1100-000-411.01 - 1989 Taxes	\$10,906.00	\$9,895.73	\$144.20	\$10,039.93	92.06%
1100-000-411.02 - 1990 Taxes	\$10,906.00	\$0.00	\$0.00	\$0.00	0.00%
Back Taxes	\$0.00	\$191.08	\$0.00	\$191.08	0.00%
1100-000-470 - Interest on Investments	\$688.00	\$1,004.81	\$98.18	\$1,102.99	160.32%
<b>TOTAL AUDIT FUND REVENUE</b>	<b>\$22,500.00</b>	<b>\$11,091.62</b>	<b>\$242.38</b>	<b>\$11,334.00</b>	<b>50.37%</b>

## DEBT SERVICES

## WORKING CASH FUND

## 700-000-470 Other Sources

700-000-470 - Investment Income	\$1,000.00	\$91,865.68	\$10,337.30	\$102,202.98	10220.30%
<b>TOTAL WORKING CASH FUND REVENUE</b>	<b>\$1,000.00</b>	<b>\$91,865.68</b>	<b>\$10,337.30</b>	<b>\$102,202.98</b>	<b>10220.30%</b>

**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%
<b>1300-000-430 Federal Governmental Sources</b>					
1300-000-439 - Federal Grants & Contributions	\$1.00	\$0.00	\$0.00	\$0.00	0.00%
<b>1300-000-470 Investment Income</b>	<b>\$65,000.00</b>	<b>\$15,018.98</b>	<b>\$1,940.03</b>	<b>\$16,959.01</b>	<b>26.09%</b>
<b>TOTAL BUILDING BOND PROCEEDS FUND REVENUE</b>	<b>\$65,002.00</b>	<b>\$15,018.98</b>	<b>\$1,940.03</b>	<b>\$16,959.01</b>	<b>26.09%</b>

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**PROTECTION, HEALTH, AND SAFETY FUND****0300-000-410 Local Governmental Sources**

0300-000-411.01 1989 Taxes	\$160,382.00	\$156,853.74	\$80.05	\$156,933.79	97.85%
0300-000-411.02 - 1990 Taxes	\$160,382.00	\$0.00	\$0.00	\$0.00	0.00%
Back Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Local Government Sources</b>	<b>\$320,764.00</b>	<b>\$156,853.74</b>	<b>\$80.05</b>	<b>\$156,933.79</b>	<b>48.93%</b>
<b>0300-000-470 - Investment Income</b>	<b>\$1.00</b>	<b>\$4,253.04</b>	<b>\$141.11</b>	<b>\$4,394.15</b>	<b>439415.00%</b>
<b>TOTAL PROTECTION, HEALTH, AND SAFETY FUND REVENUE</b>	<b>\$320,765.00</b>	<b>\$161,106.78</b>	<b>\$221.16</b>	<b>\$161,327.94</b>	<b>50.29%</b>

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**PROPRIETARY FUNDS**

<b>BOOKSTORE</b>	<b>\$472,600.00</b>	<b>\$495,108.26</b>	<b>\$89,216.09</b>	<b>\$584,324.35</b>	<b>123.64%</b>
<b>TOTAL REVENUE .</b>	<b>\$7,089,542.00</b>	<b>\$3,900,491.25</b>	<b>\$747,455.27</b>	<b>\$4,647,946.52</b>	<b>65.56%</b>

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DAUL VALLEY COMMUNITY COLLEGE

APPROVED BY

John J. Sager

PRESIDENT

Joseph P. McDonald

SECRETARY

DATE 4/22/91