

# **FY06 ANNUAL REPORT**

## **Sauk Valley Community College**

### **HIGHLIGHTS**

- Dr. George J. Mihel began his tenure as the College's fifth president in July.
- SVCC successfully completed a focused visit by the Higher Learning Commission.
- One new degree and four certificate programs were created.
- Academic courses utilized technology as internet and hybrid classes were created.
- The Sauk Foundation completed construction of a 140 bed student housing facility.
- A new Student Activities office area was constructed.

### **ADULT EDUCATIONAL SERVICES**

Adult Educational Services helped SVCC meet its goals in several ways.

Student opportunities were increased as the AE schedule was expanded, classes were scheduled at additional locations and the open lab was promoted. A seamless range of services was offered cooperatively with VITAL, and new efforts were initiated to transition students to college programs. The College's funding assistance was eliminated.

AmeriCorps grew its community partnerships to meet a variety of needs in schools and human service agencies. Members learned job and life skills, and several participated in practicum experiences in human service agencies. AmeriCorps maintained visibility through member activities and community service.

### **ARTS, SOCIAL SCIENCES, MATHEMATICS, AND PHYSICAL EDUCATION**

The Division made many positive contributions during FY06, enhancing learning opportunities by adding internet and hybrid courses in English and Political Science, securing state approval for the Associate of Arts in Teaching Secondary Mathematics degree, and developing an arrangement with the Woodlawn Arts Academy to offer credit courses in Art and Music off campus. The Division also bid a fond farewell to four retiring faculty: Sam Braddock (Criminal Justice); Judy Hill (Early Childhood Education/Human Services); Karen Pinter (Reading/English); and Robertus van der Wege (Art).

### **BUILDINGS AND GROUNDS**

The Buildings and Grounds Department continues to provide quality services to the college by providing custodial, maintenance, landscaping, and security activities for the campus. We also are responsible for capital projects at the college.

Several projects were completed in the last year: A new welding lab was built and classes have begun. A new office addition was completed to house Student Activities and a student lounge area.

Campus beautification activities included hallway painting and the placement of new outside trash receptacles.

Two department employees were recently licensed as non-community water system operators.

## **BUSINESS, TECHNOLOGY AND WORKFORCE DEVELOPMENT**

The Business, Technology and Workforce Development Division achieved many things. These include: creating four new academic certificates, implementing five new community partnerships, monthly meetings with five community organizations, continuing ten previously implemented programs, and managing thirteen government grant programs. The Division also changed CDL providers, participated in the HLC focus visit, created seven new scholarships, updated all program brochures, and presented at two conferences. A faculty resource library was also created with funds procured through divisional activities. Division members recertified all College WIA programs and participated in the "Child Fair." Dual credit exploded again this year.

## **BUSINESS SERVICES**

The Business Services division underwent a major reorganization which included the appointment of the Dean of Business Services and Treasurer for the College; the reassignment of Human Resources, Buildings and Grounds, and Adult Educational Services to other divisions within the College, and the re-establishment of the title Business Services to the division. The division now consists of the Business Office, the Information Center, the Child Care Center, the Bookstore, and the Cafeteria.

The Child Care Center received a federal C.A.R.E. grant to assist students with childcare costs and to provide evening child care services to students and staff. In addition, all departments within the Division routinely analyzed current operating functions, with improvements and reassignment of accounting duties, refining of office services, installation of new technology, and rearrangement of traffic flow patterns made during the year.

## **COLLEGE RELATIONS / SAUK FOUNDATION**

The Sauk Foundation completed construction of a 140 bed student housing facility; conducted an extensive review and realignment of investment management companies; increased total scholarships awarded to students by 12%, the number of students receiving scholarships by 40%, and the number of scholarship donors by 9%.

The College Relations department aired over 2,800 advertising spots on cable television, 1,478 spots on radio, placed 229 newspaper ads, and produced over 247 news releases. College Relations also produced the 2006-2008 college catalog; the publication and mailing of three separate class schedules; completed over 330 desktop publishing requests and made over 1,100,000 printed impressions.

## **HEALTH AND SCIENCES**

Quality learning opportunities remain a priority. This was demonstrated through the updating of equipment in all lab areas, creating diverse course delivery systems, continuing the student retention programs and participating in on-line nursing program development. Fiscal responsibility was evidenced through the addition of revenue sources and laboratory maintenance planning. The college is represented positively and respectfully by the division through student programs, day to day student interaction, nontraditional programs, public tours of our facilities, and community and college wide committee service of our personnel.

## **HUMAN RESOURCES**

Human Resources completed a reorganization which included the Director of Human Resources reporting to the President and the appointment of a ½ time Human Resources Administrative Assistant.

The College took advantage of cost saving alternatives for employee health and life insurance coverage. Employee life insurance coverage is now handled by Unum Life Insurance through A.J. Gallagher & Co. Effective July 1, 2005, the provider network for employee health insurance discounts changed from Preferred Plan Inc. (PPI) to HFN. This provider change saved the College approximately \$60,000 in claims costs.

In addition, optional long-term disability insurance by Fortis Insurance Company through A.J. Gallagher is available to all qualified employees on a voluntary basis.

## **INFORMATION SERVICES**

LRC circulation increased 28% last year and resource sharing activity with other institutions increased 55%. Updating the physical space continued to enhance the student learning experience.

Faculty, staff, students were given opportunities to receive training on software and tools in IS, IT and LRC. Faculty were also assisted with researching and obtaining appropriate technology resources for use in their courses.

A new College web site was created and implemented with assistance from the newly created web team. It supported high speed internet access to student housing and upgraded

administrative software to allow for browser based access and enhanced capabilities for students and faculty.

## **LEARNING SERVICES**

The number one goal established by the President and the Board of Trustees for the Learning Services Division during FY06 was to establish a successful quality learning assessment program and assist in the implementation of SVCC's a new planning system which would result in a successful focused visit from the Higher Learning Commission.

In April, SVCC underwent a focused visit on assessment and strategic planning by the Higher Learning Commission. The recommendation of the focused visit team was that no commission follow-up was required because sufficient evidence was in place that demonstrated that the College had developed a strong system for assessment of student academic achievement and had a strategic planning process in place which was inclusive of Sauk Board of Trustees as well as employees.

## **PLANNING OFFICE**

This office coordinated the College's preparation for the successful HLC Focused Visit in April, which included writing and submitting the Focused Visit report.

During this second year of the full implementation of the overall planning system, the work of OPIC was better coordinated with other planning and data gathering functions. While OPIC was busy with work, the process successfully involved all levels of employees from all areas of the College in planning and making budgeting recommendations.

The Planning Office also facilitated a strategic planning retreat with the Board of Trustees which resulted in a new vision statement and new strategic goals for the College.

## **STUDENT SERVICES**

Student Services offered placement testing and registration at high schools (registered 179 students), local businesses and on campus. Staff members also presented programs to increase retention of students (taught 588 students through PSY 100 and 72% of Student Support Services Students maintained above a 2.50 gpa), developed leadership characteristics (2433 students participated in Student Activities sponsored events), provided accommodations to assist in students' success (352 faculty contacts were made) and raised awareness of financial aid (320 students attended workshops). Athletics had 23 students named All Conference and two Academic All Americans in addition to receiving many team awards.

For more information about the annual report, contact  
Thomas Gospodarczyk

Phone: 815-288-5511, ext 250  
E-mail: [gospodt@svcc.edu](mailto:gospodt@svcc.edu)