

AGENDA

**Board Meeting - Sauk Valley College
President Sabol's Office
February 12, 1968 7:30 p. m.**

- A. Call to order**
- B. Roll call**
- C. Recommended actions:**
 - 1. Approval of minutes as submitted**
 - 2. Approval of current bills for payment**
 - 3. Approval of staff appointment**
- D. Old business**
- E. President Sabol's report:**
 - 1. Second semester enrollment**
 - 2. New part-time instructors, spring semester**
 - 3. Progress on Phase I construction**
 - 4. Staff needs and budget preparation for 1968-69**
 - 5. Preparation of legislative proposals, calendar and procedure for next biennium**
- F. New business:**
 - 1. Proposal -- in-service faculty seminar--spring semester**
 - 2. Proposed contract with hospitals and nursing homes**
 - 3. Other new business**
- G. Time of next meeting**
- H. Adjournment**

MINUTES OF REGULAR MEETING
SAUK VALLEY COLLEGE BOARD

February 12, 1968

Chairman Warren E. Walder called a regular meeting of the Sauk Valley College Board to order in Dr. Sabol's office, February 12, 1968, 7:30 P.M.

The roll was called and the following were present: E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff and Warren E. Walder. None was absent.

With the noted addition, Mr. Stuff moved to approve minutes as submitted. Mr. Schuneman seconded the motion; the motion carried.

Mr. Edison indicated that there were no current bills for payment.

Dr. Sabol asked for the approval of the appointment of James L. Barber to the staff as assistant professor of English for the second semester because of increased enrollment in Speech sections.

Mr. Reuter moved to approve the appointment of Mr. Barber at a salary of \$3950 for the second semester 1967-68. Mr. Dillon seconded the motion. The secretary called the roll and the following voted "Aye": E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff and Warren E. Walder. None voted "Nay". The motion carried.

The Board discussed the necessity of adopting a resolution requesting the Illinois Building Authority to enter into an agreement with Commonwealth Edison Company to supply certain facilities that are above the ordinary installations of the electric company in amount of \$22,330.00 which amount has already been included in the total budget of the project.

Mr. Schuneman moved to adopt the resolution as attached. Dr. DeWeerth seconded the motion. The roll was called and the following voted "Aye": E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff and Warren E. Walder. None voted "Nay". The motion carried.

Dr. Sabol reported that attrition of the first semester's enrollment of expected 10% did not occur the second semester; 1109 are enrolled second semester with an additional 19 still in process.

Dr. Sabol distributed the attached list of new part-time instructors for the second semester.

Dr. Sabol reported that construction on Phase I is under way and that several local firms are subcontracting much of the work. He also reported that a computerized program of work activity and coordination known as critical path system is being used.

Two items of interest about the project were noted: 1. The two trailers serving as office headquarters for the job were built to special specifications for the project after the contractor's bid was accepted. 2. Two electric cranes operating on a 1700 ft. track around the building will be delivered around March 1, and an early function will be to put in place the forms for the extensive concrete work on the project.

Dr. Sabol reported that division chairmen are preparing class schedules, staff requirements, equipment and supply needs and budgets for the 1968-69 semesters and that preliminary reports are expected within a month.

The committee on personnel policies is studying salary situations here and in other colleges and is preparing a comprehensive personnel policies outline.

The Board discussed the preparation of legislative proposals and procedures for consideration by both the Illinois Junior College Board and the Illinois Association of Community and Junior Colleges.

Dr. Sabol recommended that the College participate in an in-service faculty seminar to be held on four different college campuses with telephone hook-up facilities for non-credit courses in philosophy, curriculum and organization of community and junior colleges, especially for those members of the staff who have had little or no experience with the two-year institutions. Illinois State University has proposed to share half of the cost and to pro-rate the remainder among the other three colleges.

Dr. DeWeerth moved to participate in this pilot program and to authorize funds up to \$300 for our share of expense. Mr. Stuff seconded the motion. The roll was called and the following voted "Aye": E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff and Warren E. Walder. None voted "Nay". The motion carried.

The Board discussed and asked Attorney Castendyck to prepare for Board study contracts stipulating responsibilities and privileges of the College with the hospitals and nursing homes in the area in which students participate through programs in Licensed Practical Nursing, X-Ray Technician, Certified Laboratory Assistant, Associate Degree Nursing or others of similar nature where part of the students' time is spent in these institutions.

The Board discussed the need for additional library equipment, shelving, tables, chairs, etc. and were reminded that there is a fund available through the Sauk Valley College Foundation for such an expenditure.

Mr. Dillon moved to authorize Mr. Edison to proceed to solicit quotations for such equipment contingent upon the availability of the anticipated \$4000 that would be needed from the Foundation. Mr. Schuneman seconded the motion; the roll was called and the following voted "Aye": E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff and Warren E. Walder. None voted "Nay". The motion carried.

Dr. Sabol distributed to the Board copies of a resume of available programs in vocational-technical courses in the various educational institutions of the State, a tentative program for the annual meeting of the Illinois Association of Community and Junior Colleges in March and a report of a survey for the need for library technicians in the Sauk Valley College area.

Dr. Sabol read letters to the Board from Hope College expressing their interest in and acceptance of transfer students from junior and community colleges and also an acknowledgement of \$400 from a supplier of metallurgic equipment for use in that program.

Mr. Castendyck reported that Supt. Dee of the Lyndon schools has indicated the interest of the district in the necessary procedures of petition, hearing and referendum for possible annexation to the College.

There being no further business, Mr. Stuff moved to adjourn; Mr. Reuter seconded the motion. The secretary called the roll and the following voted "Aye": E. Orval DeWeerth, Peter W. Dillon, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff and Warren E. Walder. None voted "Nay". The motion carried and the meeting adjourned.

Catherine R. Perkins
Catherine R. Perkins, Secretary

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

MEMORANDUM

DATE February 8, 1968

TO: Dr. Sabol

FROM: P.S. Osborn

SUBJECT: New Part-time instructors for Spring Semester

- 1) Anthony N. Baldarotta
49 years old
16 years in public library work

B.A. Languages - U. of I.
M.A. Library Science - U. of I.

Present position
Assistant Director - Northern Illinois Library System - Rockford, Ill.

Teaching Book Materials Selection (LIB 121)
- 2) Walter R. Young
57 years old
24 years as flight instructor

Present position
Chief Instructor - Dixon Aviation Inc. - Walgreen Field - Dixon

Teaching Private Pilot Ground Course (AVA 101)
- 3) Kenneth W. Allen
27 years old
3 years teaching and librarian

B.S. Government S.I. U.
M.S. Instructional Mats., S.I. U.

Present position
Director of Learning Resources - Waubensee Community College - Aurora

Teaching Library Reference (LIB 125)
- 4) Harry Kobbeman
29 years old

B.S. Agr Economics - Iowa State
Working on Masters at U. of Chicago

Present position
Self-employed - Farm; and, manages over 1200 acres (5 farms)

Teaching Agriculture Credit and Finance (AGR 218)

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STATE OF ILLINOIS
ILLINOIS JUNIOR COLLEGE BOARD

544 ILES PARK PLACE
SPRINGFIELD, ILLINOIS 62706



GERALD W. SMITH
EXECUTIVE SECRETARY

ASSOCIATE SECRETARIES:
L. EVERETT BELOTE
G. ROBERT DARNES
ALBERT H. MARTIN
JAMES S. SPENCER
F. C. TOMPKINS

AREA CODE 217
825-2495

January 25, 1968

To: Members of the Illinois Junior College Board,
Presidents of the Colleges, and
Other Interested Persons

From: Gerald W. Smith, Executive Secretary

Subject: General Legislation

The Illinois Junior College Board is charged with the responsibility of submitting recommendations for such legislation as it deems necessary to the General Assembly. In order to provide the greatest opportunity for all persons associated with or interested in the public junior colleges to contribute their ideas regarding legislation, a plan for proceeding with the preparation of legislative proposals was presented to the Illinois Junior College Board on January 12th in the form of a memo. Page three of that memo, which sets forth the procedures to be followed regarding general legislation, is attached.

It is now time to solicit suggestions and recommendations for amendments to the Public Junior College Act and other related Acts. Please send your suggestions or recommendations to this office at your earliest opportunity.

Thank you very much for your prompt attention to this matter even though the 76th Session of the Legislature may seem quite distant.

GWS:mk

RESOLUTION REQUESTING ILLINOIS BUILDING AUTHORITY
TO ENTER INTO CONTRACT WITH COMMONWEALTH EDISON COMPANY

WHEREAS, Junior College District Number 506, Counties of Whiteside, Lee, Ogle, Henry, and Bureau, State of Illinois, heretofore passed resolutions to participate with the Illinois Building Authority in providing buildings and other facilities for said Junior College District and said Building Authority has awarded a contract for construction work on Illinois Building Authority project number 74-97 to Donovan Construction Company, and

WHEREAS, it has been ascertained that certain electrical facilities and equipment will be required in connection with said project over and above the standard installation normally furnished by Commonwealth Edison Company and said equipment will cost the sum of \$22,330.00, and

WHEREAS, it is necessary for the Illinois Building Authority to enter into an agreement with Commonwealth Edison Company for the installation and maintenance of said facilities,

NOW, THEREFORE, BE IT RESOLVED By the Board of Junior College District Number 506, Counties of Whiteside, Lee, Ogle, Henry, and Bureau, and State of Illinois as follows:

Section 1. The Illinois Building Authority should be and the same is hereby requested to enter into an optional or nonstandard facilities agreement with Commonwealth Edison Company providing for the furnishing, installation and maintenance of facilities in excess of the standard installation to supply electrical service to the facilities being constructed for Sauk Valley College under the provisions of Illinois Building Authority project number 74-97, said

GENERAL LEGISLATION

Procedures employed in preparation of proposed bills for the last session of the General Assembly worked very well and are suggested for the forthcoming biennium. It is suggested that the staff be instructed to immediately begin work on the following schedule.

1. Collect and assemble ideas, suggestions and recommendations for amendments to the Public Junior College Act and other related Acts. These items should be solicited from the colleges, staff, members of the board and any other interested persons.
2. Circularize the ideas and recommendations to all interested parties, on or about May 1.
3. Prepare and distribute an initial draft of proposed legislation, on or about June 15.
4. Arrange a one-day conference on proposed legislation in mid-July.
5. Distribute a second draft of proposed legislation about mid-September.
6. Continue a study of proposed legislation through the fall months.
7. Request the Legislative Reference Bureau to begin the drafting of bills, on or about November 1.
8. Complete the final review of proposed legislation and the final drafting of the principal bills for introduction in February or March.
9. Bills requiring passage with an emergency clause in order to become effective immediately after approval should be ready on or about January 1, 1969.

additional facilities to cost the sum of \$22,330.00, said sum to be paid to Commonwealth Edison Company as part of the over-all cost of said project.

Section 2. This resolution shall be in full force and effect immediately upon its passage.

CALL AND NOTICE OF SPECIAL MEETING OF THE BOARD OF
JUNIOR COLLEGE DISTRICT NO. 506, COUNTIES OF WHITESIDE,
LEE, OGLE, HENRY, AND BUREAU, STATE OF ILLINOIS

TAKE NOTICE That a special meeting of the Board of Junior College District No. 506, Counties of Whiteside, Lee, Ogle, Henry, and Bureau, State of Illinois, will be held in the offices of Dr. Edward J. Sabol, President of the College, Route 1, Dixon, Illinois, on Monday, the 19th day of February, 1968 at the hour of 5:00 P.M., C.S.T., for the purpose of considering and acting upon a proposed Resolution authorizing the Chairman and Secretary of the Board of said Junior College District to enter into a lease with the Illinois Building Authority for the use by said Junior College District of the project designated as Phases 1A and 1B, otherwise designated as Illinois Building Authority Project No. 74-97.

Dated this 16th day of February, 1968.



STATE OF ILLINOIS)
) ss
WHITESIDE COUNTY)

PROOF OF SERVICE

Robert W. Castendyck, being first duly sworn on oath, deposes and says that a copy of the Call and Notice of a Special Meeting of the Board of Junior College District No. 506, Counties of Whiteside, Lee, Ogle, Henry, and Bureau, State of Illinois, was served upon the following named persons, said individuals constituting all of the members of the Board of said District, to-wit:

<u>Name</u>	<u>Address</u>
Dr. Orval DeWeerth	Rock Falls Professional Building, Dixon Road, Rock Falls, Illinois
Mr. Peter W. Dillon	3005 Sixteenth Avenue, Sterling, Illinois
Mr. Kenneth L. Reuter	Rural Route #1, Amboy, Illinois
Mr. Clayton R. Schuneman	Mineral Springs Road, Sterling, Illinois
Mr. Gerald S. Stuff	Rural Route #3, Dixon, Illinois
Mr. Warren E. Walder	76 Galena Avenue, Dixon, Illinois
Mrs. Catherine R. Perkins	Rural Route #, Box 85, Prophetstown, Illinois

by sending by first-class mail, postage prepaid, a true and correct copy of said Call and Notice addressed to each person respectively, as is shown above, at Sterling, Illinois, at or about the hour of 5:00 o'clock P.M., C.S.T., on the 16th day of February, 1968. He further states that a true and correct copy of said Notice was posted at the office of said Junior College District, which is commonly known as Sauk Valley College, at said College, Route 1, Dixon, Illinois, on Friday, the 16th day of February, 1968, and that true and correct copies of said Call and Notice were sent to the following News Directors and individuals, they being the representatives of the only news media who have requested such Notice, to-wit:

<u>Name</u>	<u>Address</u>
News Director, WJVM	Route 88, Sterling, Illinois
News Editor, Sterling Daily Gazette	312 Second Avenue, Sterling, Illinois
News Editor, Dixon Evening Telegraph	113 South Peoria Avenue, Dixon, Illinois
Mr. Charles Speaker	501 Seventh Avenue, Sterling, Illinois
Mr. Harry Campbell, WIXN	1406 S. College Avenue, Dixon, Illinois
Mr. Sam Bartlett, WSDR	218 First Avenue, Sterling, Illinois

by sending by first-class mail, postage prepaid, a true and correct

copy of said Call and Notice addressed as shown above at Sterling,
Illinois, at or about the hour of 5:00 o'clock P.M., C.S.T., on the
16th day of February, 1968.

Robert W. Eastman

Subscribed and sworn to before me this
17th day of February, A.D. 1968.

Cheryl Hahn
Notary Public