

## **AGENDA**

**Board Meeting - Sauk Valley College  
President Sabol's Office  
August 12, 1968                            8:00 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 new staff appointments**

**D. Old business:**

- 1. Employment of full-time project representative**
- 2. Contract for ventilation of present building**
- 3. Recommendation for field tile**
- 4. Other old business**

**E. President Sabol's report:**

- 1. Receipt of approval by IBA of Change Orders 3 and 4**
- 2. Work progress on current contracts**
- 3. Acceptance of status study by North Central Association**
- 4. Applications for fall semester**
- 5. Additional staff needs for fall semester**
- 6. Utilization of services of the Association for School, College and University Staffing, Hershey, Pa.**
- 7. Other items**

**F. New business:**

- 1. Approval of request to IBA to change 3,348 fluorescent fixture ballasts (as per new IBA procedure)**
- 2. Other new business**

**G. Time of next meeting**

**H. Adjournment**

MINUTES OF REGULAR MEETING SAUK VALLEY COLLEGE BOARD

August 12, 1968

The board of Education of Sauk Valley College met in regular session at 8 p.m. on August 12, 1968, in the President's Office of Sauk Valley College, Rural Route #1, Dixon, Illinois. Chairman Schuneman called the meeting to order at 8:10 p.m. and the following members answered roll call: Orval DeWeerth, Peter Dillon, Catherine Perkins, Kenneth Reuter, Clayton Schuneman, and Gerald Stuff. Warren Walder was absent.

Member Dillon moved, seconded by Member Perkins that the minutes for the July 22, 1968 meeting be approved with the following addition; Page #4, Par. #1 - Motion should read "from the Bond and Interest Fund". Motion voted and carried.

Member Dillon moved, seconded by Member Reuter that the payroll for August 1, 1968 in the amount of \$32,108.78 be approved as presented. The following vote was recorded: Ayes: Members DeWeerth, Dillon, Perkins, Reuter, Stuff, and Schuneman. Nays-0. Motion Carried.

Member Dillon moved, seconded by Member DeWeerth, that the following faculty appointments be approved:

Hill, Robert	Asst. Prof. Business	\$ 9,575 Academic Year
Hyland, John	Instructor of English	7,250 Academic Year
Peterson, Maxine	Instructor of Social Science (Psychology)	7,000 Academic Year
Spencer, Norman	Asst. Prof. Agriculture	10,350 Academic Year
Frederick, R. Lee	Instructor of Social Science (Psychology)	7,850 Academic Year

The following vote was recorded: Ayes: Members DeWeerth, Dillon, Perkins, Reuter, Stuff, and Schuneman. Nays-0, Motion carried.

Dr. Sabol reported the following:

Candidates for the full-time project representative had been interviewed at the college on August 8, 1968. The architects were very pleased with the background and calibre of the applicants. Of all applications received, the architects chose 16 whose background and experience were consistent with the job to be filled. Of these 16 applications, nine were asked to come for an interview. One applicant did not appear for an interview, and a total of 8 applicants were interviewed. The architects will review the credentials and experience of these applicants and submit their recommendation to the Illinois Building Authority for approval.

The ventilating contract with Weaver Sheet Metal was received. Dr. Sabol signed this contract and forwarded it.

The baseball diamonds, track area, and athletic field were discussed in the Progress Meeting of August 7, 1968. Mr. Taschek stated that if work were begun immediately the facilities might be available to the college next Spring. President Sabol indicated that he had discussed this by telephone with both the architects and Mr. Taschek and instructed them to proceed as soon as possible and give this priority. It was pointed out that any new field tile would have to be coordinated with this job. Mr. Nederhoff is currently working on the field tile problem and has requested that this project be given priority. President Sabol stated that if the facilities are accepted for use next year, the college will accept maintenance of these facilities at that time. This will not in any way relieve the contractor of fulfilling all specifications and guarantees. Member Dillon inquired as to the status of the curbing for the track. Dr. Sabol reported that Mr. Taschek will submit a change in design along with the price for the curbing.

The college has been working with the contractor to assure there will be an adequate supply of water for the school and the construction work when classes open in September. We will be prepared in case of an emergency to shift to the new well if necessary.

The following progress was reported on the new building: Footings and foundation walls 97% complete. Basement walls 98% complete - concrete structure. First Floor 60% complete - concrete structure. Second Floor 30% complete - concrete structure. Third Floor 15% complete - concrete structure. Roof structure 10% complete - concrete structure. Storm drain system 90% complete. Curb and gutter in parking lots 30% poured. At least 90% of conduit (electrical) is stored on site. The three absorption units (air conditioning) are on site. Getting all possible reinforcing steel to job site just in case of a steel strike.

Dr. Sabol reported that he had recently visited the Association for School, College and University Staffing at Hershey, Pennsylvania. This association specializes in locating staff for colleges. Since several area colleges are presently using this service Dr. Sabol said he would contact them to get their opinions on the use of this firm. To use the service, our college would pay a \$100 yearly membership fee and an extra charge of from \$2 to \$5 charge for each successful referral.

Dr. Sabol reported that Change Orders 3 and 4 have been officially received. He also indicated that approval had been received from the Sanitary Water Board in Springfield to proceed with Change Order #1, which was to provide storm sewer extension adjacent to the East property line in accordance with Supplemental Drawing #6.

The North Central Association of Colleges and Secondary Schools advised Sauk Valley that their Executive Board had accepted the status study report and authorized a diagnostic examination for the college which will be scheduled sometime between November 1 and December 1, 1968. In September sets of Basic Institutional Data forms will be sent to be completed prior to the examination.

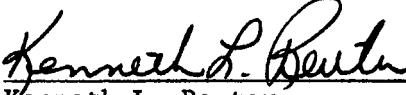
Applications for the Fall semester of 1968 number 446, consisting of 410 full-time and 36 part-time. Total head count should run approximately 1600 students.

Additional staff needs for the school year include an Instructor for Library Science, a Director of Vocational Education, an auto mechanics instructor, reading instructor, Business Education teacher with experience in real estate, and an English teacher. Dr. Sabol reported that they were experiencing difficulty in securing a reading instructor but expected to have the balance of the positions filled by the next Board meeting.

Dr. Sabol indicated that he had received a Request and Justification for a Change Order form in regard to fluorescent fixture ballast change. This form is a new procedure whereby IBA acts on the change order request prior to the actual issuing of the change order. It was explained to the Board that the Underwriter Laboratory had recently ruled that all fluorescent fixtures installed after October 1, 1968 must have a type P-rated ballast in order to be U.L. approved. Change necessary so that owner can obtain a favorable insurance rate by having the U.L. approved fixture. This change will involve 3,348 fluorescent fixture ballasts at an approximate cost of \$5,290.00, which will be paid from the construction contingency. Member DeWeerth moved, seconded by Member Dillon that the above Request and Justification for Change Order on ballasts be approved. The following vote was recorded: Ayes: Members DeWeerth, Dillon, Perkins, Reuter, Stuff, and Schuneman. Nays-0. Motion carried.

There being no further business, Member Stuff moved, seconded by Member Perkins, that the Board adjourn to August 26, 1968. The following vote was recorded: Ayes: Members DeWeerth, Dillon, Perkins, Reuter, Stuff, and Schuneman. Nays-0. Motion carried.

The meeting was adjourned at 9:30 p.m.

  
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Kenneth L. Reuter  
Secretary