

## AGENDA

### SAUK VALLEY COLLEGE BOARD MEETING

President Sabol's Office

June 9, 1969

8:00 p. m.

A. Call to order

B. Roll call

C. Recommended actions:

1. Approval of minutes as submitted
2. Approval of new staff appointments
3. Approval of budgets for fiscal year beginning July 1, 1969 and ending June 30, 1969:

- a. Educational Fund
- b. Building Fund
- c. Bond and Interest Fund
- d. Comprehensive Fee Fund
- e. College Bookstore

4. Schedule of public hearing on budget (July 14, 1969)

D. Old business:

1. Proposed Associated Student Board policy on student assembly
2. Procedure for scheduling of events
3. Other old business

E. New business:

1. Consideration of fence surrounding track
2. Request and Justification for Change Order #13, Telephone conduit and cabinets inside building (\$1245.51)
3. Other new business

F. President Sabol's report:

1. Construction progress
2. Summer and fall applications - new students
3. Student performance by fields of study at University of Illinois
4. Report on legislation
5. AAJC Federal Affairs Workshop - October 2-3, 1969
6. 1970 AAJC convention charter proposal
7. Other items

G. Time of next meeting

H. Adjournment

MINUTES OF REGULAR MEETING SAUK VALLEY COLLEGE BOARD

June 9, 1969

The Board of Sauk Valley College met in regular meeting at 8:00 p.m. on June 9, 1969 in the President's office at 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, Catherine Perkins, Kenneth Reuter, Gerald Stuff, Warren Walder, and Clayton Schuneman. Peter Dillon was absent.

It was moved and seconded, that the minutes of the May 26, 1969 meeting be approved as presented. Motion voted and carried.

It was moved and seconded that the following staff appointments be approved:

Lauren Frederick - Asst. Prof. Mathematics	Effective 9-1-69
Ronald J. Reed - Asst. Prof. Business	Effective 9-1-69
Carol C. Hain - Asst. Instructor Nursing	Effective 9-1-69
Ronald L. Schilling - Asst. Dean Business Services	Effective 7-1-69

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

President Sabol then presented the tentative budget for the 1969-70 fiscal year and made the following recommendations:

1. Approval of the tentative budget as presented.
2. Set the date of July 14, 1969 for public hearing on same.
3. Increase tuition rate per credit hour from \$8.50 to \$10.
4. Study the need for a referendum.

It was moved and seconded, that the tentative budget for the Sauk Valley College District #506, Counties of Whiteside, Lee, Ogle, Henry, and Bureau, State of Illinois, showing expenditures of:

\$1,756,450	in the Educational Fund
270,050	in the Building Fund
316,650	in the Bond and Interest Fund
55,750	in the Comprehensive Fee Fund
12,875	in the Bookstore Fund

be approved and that copies of said budget be made available at the college Business Office and at the residence of the secretary, Kenneth L. Reuter, Route #1, Amboy, Illinois; that a public hearing on said budget be held at Sauk Valley College in said district at 8:00 p. m. on Monday, the 14th day of July 1969 and that notice of the fact that the budget is on display and of the time and place of the public hearing be published at least once in the Sterling Daily Gazette and in the Dixon Evening Telegraph prior to the 7th day of July, 1969. The following vote was recorded: Ayes Members DeWeerth, Perkins, Reuter, Stuff, Walder, and Schuneman. Nays-0. Motion carried.

It was moved and seconded, that effective September 1, 1969 the cost per credit hour at Sauk Valley College be increased from \$8.50 to \$10. The Board noted that this was the first tuition increase since the inception of the college. The following vote was recorded: Ayes Members DeWeerth, Perkins, Reuter, Stuff, Walder, and Schuneman. Nays-0. Motion carried.

Discussion was held on a possible referendum, and it was the consensus of the Board that this matter should be studied further and discussed at the next meeting.

It was moved and seconded, that a committee consisting of President Sabol, Chairman Schuneman, and Mr. Castendyck should meet with the officers of the Associated Student's Board to clarify certain points in the Student Assembly Policy. Motion voted and carried.

President Sabol reported that hereafter, all scheduling of events will be handled through the Director of Activities.

It was moved and seconded, that the Board approve the low bid of \$245. for the Treasurer's Bond for Site and Construction from Humphrey's Agency, Rock Falls, Illinois. The following vote was recorded: Ayes Members DeWeerth, Perkins, Reuter, Stuff, Walder, and Schuneman. Nays-0. Motion carried.

It was moved and seconded, that the Board approve the low bid of \$2,398.07 from Don Mullery Ford Sales of Dixon, Illinois for a 1969 Ford Stake Body truck. The following vote was recorded: Ayes Members DeWeerth, Perkins, Reuter, Stuff, Walder and Schuneman. Nays-0. Motion carried.

It was moved and seconded, that the Vacation Policy for administrative personnel approved by the Board on January 22, 1968, be amended as follows: Par. #1 - Line #3 "All vacations must be taken by the employee within 15 months (September 30th) following the close of the fiscal year during which the vacation time will have accrued.".. Motion voted and carried unanimously. It was suggested that this policy be reviewed at a later date.

In regard to a fence for the track area, the Board instructed Dr. Sabol to secure exact specifications and prices on a 6' fence for this area.

It was moved and seconded, that the Board approve the Request and Justification for Change Order #13 which involves telephone conduit and cabinets inside the new building, at an amount not to exceed \$1,245.51. The following vote was recorded: Ayes Members DeWeerth, Perkins, Stuff, and Schuneman. Nays Members Reuter and Walder. Ayes - 4. Nays-2. Motion carried.

President Sabol noted on new construction that as of May 30, 1969, 73% of the time has elapsed and 78% of the work has been completed. The following field report was presented to the Board:

1. Unit I roofing membrane is being applied today. This will make the building basically waterproof except for uncompleted penetrations. Exterior brick walls are being built. The floor is fifty percent poured.
2. Unit II has finish trades working. Pump is being connected. Emergency generator and fire engine are being wired and piped. Brick has been laid around the pump house and is ready for waterproofing and then the wearing slab. Work has been resumed in the boiler room.
3. Unit III Cooling towers are finished except for piping and wiring. The roofer left off the limestone chips until all the mechanical work is done on this unit. Then if someone should make a hole in the roofing it could be seen.
4. Brick work is proceeding much faster, as force of bricklayers is much greater. Drywall crews have moved into 2nd floor of unit IV. As the trades are finishing up on Unit II they are moving into Unit IV. Doors have been installed on the freezers and coolers and are now ready for the tile walls and floors.
5. The last crane is being dismantled and a massive clean-up has begun. Rough site grading is being done.

6. Footing for bleachers and track curb are being poured. Grading of the ball diamond is under way.

7. The contractor is tightening his reins on his subs so that the job will be finished on time.

The reason for the payment request being smaller is that the materials are moving from inventory into incorporation in the job at a much faster rate. This will be true from now on.

President Sabol reported on the following:

Paid registrations for summer school as of June 6, 1969 are 133, and paid registrations for fall are 372.

Increase in Work Study funds from \$21,455 to \$33,704.

At 10:05 p.m. it was moved and seconded that the Board adjourn to Executive Session. Motion voted and carried.

At 10:30 p.m. it was moved and seconded that the Board return to regular session. Motion voted and carried.

There being no further business, it was moved and seconded, that the Board adjourn to June 23, 1969 and the following vote was recorded: Ayes Members: DeWeerth, Perkins, Reuter, Stuff, Walder, and Schuneman. Nays-0. Motion carried.

The meeting adjourned at 10:35 p.m.

  
Kenneth L. Reuter  
Secretary

SAUK VALLEY COLLEGE

VACATION POLICY

6-9-69

All full-time employees will receive paid annual vacation credit at the rate of one day per month for non-professional staff and two days per month for professional staff, effective with the first day of the first full month of employment. All vacations must be taken by the employee within 15 months (September 30th) following the close of the fiscal year during which the vacation time will have accrued.

Regular employees working less than full-time will earn comparable vacation time on a pro-rata basis. This pro-rata will be earned on the same ratio as their regular employment bears to a comparable full-time work schedule.

No vacation time will be used before being earned. This phase of the policy will be subject only to prior approval by the supervisor. However, should any employee find it necessary to take vacation in advance of the time earned and should later sever their employment with the college, any excess time will be deducted from their final salary payment.

Earned vacation upon separation from employment will be paid to the employee at the pay rate then in effect. The fiscal year will become the anniversary date of this policy for all employees.