

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Conference Room, Third Floor, 3L14
January 14, 1974 7:30 P.M.

- A. Call to order
- B. Roll Call
- C. Communication from Visitors
- E. Recommended Actions:
 - 1. Approval of minutes as submitted
 - 2. Personnel matters
- F. Old Business
 - 1. Fidelity Life Insurance Building
 - 2. Board Committee for Negotiations
 - 3. Policy on snow days
 - 4. Budget Control Policy
 - 5. Report on Manlius Annexation
- G. New Business
 - 1. Evaluation Report of the Occupational Education Program
 - 2. Instructional Standards Guidelines
 - 3. Report of Trustees' Meeting held at DuPage College
 - 4. Upcoming Trustees Association meeting
- H. President's Report
 - 1. Meeting with area superintendents
 - 2. Progress Report on Golden Age Tuition Pass
 - 3. Registration Report
- I. Time of next meeting
- J. Adjournment

MINUTES OF SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

January 14, 1974

The Board of Trustees of Sauk Valley College met in regular session at 7:30 p.m. on January 14, 1974 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Perkins called the meeting to order at 7:40 p.m. and the following members answered roll call:

Absent: Peter Gray Henry Kobbeman
Thomas Walter

Secretary Pro-Tem: In the absence of the secretary, Henry Kobbeman, Mrs. Perkins appointed William Reigle, Secretary Pro-Tem.

Approval of Minutes: It was moved and seconded that the minutes of the December 17 meeting be approved as presented. Motion voted and carried.

Fidelity Life Insurance Building and Board Negotiating Committee: It was the consensus of the Board that the discussions on the Fidelity Life Insurance building at Fulton, and the Board Negotiating committee should be deferred to executive session.

Policy on Snow Days:
At the last meeting the Board made a resolution that "Sauk Valley College offer classes every day of the scheduled school year". In a vote on this motion the following was recorded: Ayes Members Coplan, Gaulrapp, Reigle and Perkins. Nays-0. Motion carried. Dr. Cole noted that instructors would be informed that they will be expected to abide by the state instructional guidelines in regard to meeting the minimum number days of instruction for each academic year.

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Budget Control
Policy:

It was moved and seconded that the Board approve the attached budget control policy as presented. In a roll call vote the following was recorded: Ayes Members Coplan, Gaulrapp, Reigle and Perkins. Nays-0. Motion carried.

Board Policy
Manual:

Discussion was held on a board policy manual and the Board indicated their willingness to hear presentations from the Davies Brickell Associates (the company presently updating the policies for Sterling's Unit 5) and also a representative from the Illinois Association of School Boards.

Travel Reimbursement
Policy:

Discussion was held on increasing the college travel reimbursement. It was moved and seconded that effective February 1, 1974, Board Policy 206.01 (the travel policy) be revised to increase the mileage reimbursement from 10¢ to 15¢ per mile. Voting on this policy was deferred until the next meeting.

Reports:

Mr. Castendyck reported on the Manlius annexation and the status of the Donovan case.

The Board received and placed on file the Evaluation Report of the Occupational Education Program and also the Instructional Standards Guidelines.

Mrs. Perkins reported on the Trustees meeting held at DuPage College and also the upcoming association meeting.

Mr. James Barber reported that there would be approximately 70 community service courses offered for the spring semester. He also gave a status report on the Golden Age Tuition Pass program.

Enrollment:

President Cole reported that as of 12 noon January 14, enrollment was 1,676 students for 16,217 credit hours as compared to last years figures of 1,640 students for 16,107 credit hours.

President's Report:

Dr. Cole reported on the meetings held with the area superintendents in regard to establishing a computer co-op. Discussion was held in regard to the educational rate on the college computers.

Dr. Cole also reported on the visit with Dr. Fox of the Illinois Junior College Board and the opening of the SVC observatory for public viewing of "Kohoutek" through January 17.

Executive Session:

At 9:00 p.m. it was moved and seconded that the Board adjourn to executive session to discuss the possible purchase of property, and negotiation matters. In a roll call vote, all voted aye. Motion carried.

At 9:55 p.m. it was moved and seconded that the Board return to regular session. In a roll call vote all voted aye. Motion carried.

Board Negotiating Committee:

Mrs. Catherine Perkins appointed Mr. William Reigle to serve on the Board negotiating committee. Mr. Reigle will serve with Mr. Ronald Coplan who was appointed Chairman of this committee by letter to the Faculty Association on December 21, 1973.

Board Meeting Dates:

It was moved and seconded that the Board of Trustees of Sauk Valley College hold their meetings at 7:30 p.m. until further notice. Voting on this policy was deferred until the next meeting.

Since there was no further business it was moved and seconded that the Board adjourn. The next meeting will be 7:30 p.m., January 28. In a roll call vote the following was recorded: Ayes Members Coplan, Gaulrapp, Reigle, and Perkins. Nays-0. Motion carried.

The meeting adjourned at 10:00 p.m.



William Reigle, Secretary Pro-Tem

December 12, 1973

MEMORANDUM

TO: SVC Board of Trustees
FROM: Dr. George E. Cole
President
RE: AGENDA ITEM F-2 - BUDGET CONTROL POLICY

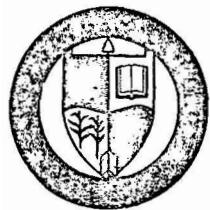
The budget is a tool used in implementing the philosophies and objectives of the college. It is prepared by the administration of the college and submitted to the Board of Trustees for their approval. The College budget requires that institutional resources be allocated on an organizational unit basis by function and object so that appropriations and expenditures may be controlled and reported by the person directly responsible for the financial management of the budget.

The financial integrity and responsibility of the College requires that college personnel shall underwrite expenditures only in those functions or objects specifically assigned to them by the budget. Obligations should be incurred only as a result of legal requirements, Board of Trustees policies, and specific Board approval. The Board approves the budget on an annual basis and budget changes must be approved on a specific individual change basis.

Any expenditure committed for an object and/or a function by college personnel not directly responsible for that function and not cleared in advance by a budget transfer, shall be considered a personal expenditure of that individual and shall not be considered as an obligation of Sauk Valley College.

RECOMMENDATION: Board approval of the foregoing as a policy decision.

GEC/bg



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SAUK VALLEY COLLEGE

R. R. 1 Dixon, Illinois / 61021 Area 815 288-5511

December 21, 1973

Mr. David Zindel, President
Sauk Valley College Faculty Association
Route 1
Dixon, Illinois 61021

Dear Mr. Zindel:

In response to your letter of December 17, 1973, to the Board of Trustees of Sauk Valley College, regarding initiating negotiations for the 1974-75 contract, Mr. Ronald Cooplan will act as chairman of the board's committee. The remaining members will be named at the Board's meeting on January 14, 1974.

Sincerely yours,

CRP

Catherine E. Perkins, Chairman
Board of Trustees
Sauk Valley College

cc - Dr. George Cole
Ronald Cooplan