

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Conference Room, Third Floor, 3L14
March 14, 1977 7:30 P.M.

A. Call to order

B. Roll call

C. Written communication from visitors

D. Recommended actions

1. Approval of minutes as submitted
2. Personnel matters
3. Approval of resolution designating polling places etc. for election
4. Approval of budget transfer
5. Approval of summer school pay for full-time SVC faculty
6. Approval of policy on proficiency testing
7. Approval of One and Five-Year Plan
8. Other items

E. Old Business

1. 1977-78 budget planning
2. Report on Donovan case
3. Other items

F. New Business

G. President's Report

1. Report from student trustee
2. Minutes of SVC committee meetings
3. Students Who Attend report
4. SVC Job Placement report
5. Report on Council of Presidents' meeting
6. Report on insurance program
7. Pending legislation
8. Other items

H. Time of next meeting

I. Adjournment

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

March 14, 1977

The Board of Trustees of Sauk Valley College met in regular meeting on March 14, 1977 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Coplan called the meeting to order at 7:31 p.m. and the following members answered roll call:

Lorna Keefer	Juanita Prescott
William Reigle	Laura Thompson
Robert Wolf	Ronald Coplan

Absent: Arman Gaulrapp Oscar Koenig

Communications: Chairman Coplan noted that the attached written communication had been received from the Faculty Association.

Minutes: It was moved by Member Keefer and seconded by Member Prescott that the Board approve the minutes of the February 28 meeting as presented. Motion voted and carried.

Closing of the Building: Discussion was held on the recommendation to close the building for specified periods to save money.

Arrival: Member Oscar Koenig arrived at 7:35 p.m. and Member Arman Gaulrapp arrived at 7:37 p.m.

It was moved by Member Prescott and seconded by Member Reigle that the Board approve giving all non-faculty employees of the college two weeks off with pay in lieu of a salary increase for the 1977-78 year. In a roll call vote the following was recorded: Ayes Members Gaulrapp, Keefer, Koenig, Prescott, Reigle, Wolf and Coplan. Nays-Member Thompson. Motion carried.

It was moved by Member Wolf and seconded by Member Keefer that the Board approve the recommendation to totally close the building down from July 22, 1977 to August 8, 1977 and from December 23, 1977 to January 3, 1977. In a roll call vote the following

Closing of the Building:

was recorded: Ayes Members Gaulrapp, Keefer, Reigle, Wolf and Coplan. Nays Members Koenig, Prescott, and Thompson. Motion carried.

Leave of Absence:

Dr. Cole reported that Sheryl Henkel, who is presently on a leave of absence, has notified the college that she will not be returning next year.

Director of Nursing:

It was moved by Member Reigle and seconded by Member Prescott that the Board approve the hiring of Mrs. Janet Kime as Director of Nursing for the Associate Degree Nursing Program. This appointment will be effective Monday, August 8, 1977 at an annual salary of \$19,000. In a roll call vote the following was recorded: Ayes Members Gaulrapp, Keefer, Koenig, Prescott, Reigle, Thompson, Wolf and Coplan. Nays-0. Motion carried.

Election Resolution:

It was moved by Member Gaulrapp and seconded by Member Keefer that the Board approve the attached resolution outlining the polling places, etc., for the election to be held on April 9, 1977. Motion voted and carried.

Budget Transfers:

It was moved by Member Keefer and seconded by Member Reigle that the Board approve the attached budget transfers. In a roll call vote the following was recorded: Ayes Members Gaulrapp, Keefer, Koenig, Prescott, Reigle, Thompson, Wolf and Coplan. Nays-0. Motion carried.

Restricted Fund:

It was moved by Member Thompson (Wolf) and seconded by Member Keefer that the Board approve the acceptance of a grant from the Illinois Humanities Council as a restricted fund. Motion voted and carried.

Track Team:

It was moved by Member Thompson (Gaulrapp) and seconded by Member Koenig that the Board approve the following transfer in the Student Activity Restricted Purposes Account...\$525 from #299 Non-Budgeted Contingencies to #252 Athletics-Mabee. In a roll call vote the following was recorded: Ayes Members Gaulrapp, Keefer, Koenig, Prescott, Reigle, Thompson, Wolf, and Coplan. Nays-0. Motion carried.

Summer School
Reimbursement:

The attached revised policy on summer school pay for all full-time Sauk Valley College faculty was presented to the Board for their study and action at the next meeting. Dr. Cole requested that if anyone had questions on this, that they get these questions to him so that he can have time to research the answers.

Proficiency
Testing:

It was moved by Member Thompson (Gaulrapp) and seconded by Member Reigle that the Board approve the attached policy on Proficiency Testing as presented. Motion voted and carried.

One and Five-
Year Plan:

It was moved by Member Gaulrapp and seconded by Member Koenig that the Board approve the One and Five-Year Plan as presented. Motion voted and carried.

Funding:

President Cole presented the Board with the attached report on proposed state aid for the 1977-78 year.

Donovan:

Attorney Castendyck reported on the Donovan Case currently scheduled for trial on April 4, 1977.

President's
Report:

Laura Thompson, student trustee, noted that she did not have a report at this time. Dr. Cole then reported on the attached committee meeting minutes; a report on "Students Who Attend" from the Registrar, Harriet Hastings; a job placement report by Cynthia Lawrence; a report on the insurance program at the college from Dean Edison; a statement from the President of Black Hawk on the proposed Lifeline legislation; and the video-tape feedback project.

Adjournment:

Since there was no further business, it was moved by Member Prescott and seconded by Member Gaulrapp that the Board adjourn. The next regular meeting will be 7:30 p.m. on March 28, 1977. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 8:28 p.m.

Respectfully submitted:


Arman Gaulrapp, Secretary

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 9, 1977

MEMORANDUM

#C

TO: SVC Board of Trustees

FROM: Dr. George E. Cole
President

RE: AGENDA ITEM #C - WRITTEN COMMUNICATION FROM VISITORS

The attached communication was delivered to me by the Faculty Association shortly before the Board packages were mailed.

At the appropriate time, suitable responses will be made to these recommendations.

GEC/bg
Enc.



SAUK VALLEY COLLEGE

FACULTY ASSOCIATION

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

TO: Members, Board of Trustees
FROM: Don Burton, President, SVCFA
DATE: March 9, 1977

Under separate cover I have explained to each of you why the Association did not present written proposals to you at the last Board meeting regarding recommended budget cutbacks. And as you know from those enclosed documents, Dr. Cole will not release the Board packet to me until 4:30 p.m. the day of your Board meeting, so we are forced to respond to an agenda and administrative proposals to which we know nothing about. Under old business, however, still remains the proposal to reduce summer school pay for the teaching faculty. At prior Board meetings we have suggested that you are violating Board policy on this matter since the contract states that you will negotiate "summer school contracts and compensation." Why is that in the contract? Simple! Both sides agreed to it. We believe, therefore, that you should insist to the President that this item be placed on the agenda for negotiations. The fact that the rate of pay is not stated in the contract should not make any difference because that rate of pay has been the same for many years. Surely you have not agreed to negotiate this item and at the same time held the opinion that you could change the rate of pay by unilateral action. If so, that smacks of bad faith negotiations. We contend that what we have agreed to we should live by. And the faculty has always abided by the contract.

But there are some other ways in which you can effect some budget cuts that would seem more appropriate, at least from our point of view. These decisions are quite complex and we need as much input as possible in order to make intelligent decisions. We believe that this process should be orderly and deliberate, and, of course, prevention is preferable to cure.

Last March our Association raised serious doubts about the costs of reorganization and the proposed 10% increase in enrollment. We did not concur with either and subsequently proved that we had considerable substance in our opposition. Last June our summer school enrollment showed significant decline relative to projection. The same thing happened in the fall and then we were down 18% from your projections. But it wasn't until January that any attempt was made to reduce expenses. By then the horse had already left the barn. You passed the budget in September after you were aware of these enrollment declines yet no cutbacks appeared. In fact, most expenditures were exceeding budget allowances

and even the part-time and overload expenditures were increasing.

So in January our departments met. But for what purpose? Two purposes primarily: (1) how could we cut costs for the 1977-1978 school year and (2) who would we recommend be fired from our department. Naturally number two above was unthinkable, and most departments were unwilling to discuss it. You received the transcripts by department and if you analyze these carefully you will find that many of our suggestions were never incorporated into Dr. Cole's recommendations. Many were accepted but only those that caused a reduction in faculty-related costs. What happened to our suggestions to reduce non-faculty expenses?

During the last four Board meetings you have only taken action on one proposal, and that was on student tuition. You kept saying that you did not have enough information. We contend that you still do not have a comprehensive set of options with which you can adequately assess the financial picture. So we offer you the following considerations.

- (1) The long range solution, in our opinion, must be a referendum. All other solutions are temporary and we will be faced with the same problems every year.
- (2) Administrative cuts must be made. This area of the budget has more imbalance than any other area. Chairman Coplan said last March that if enrollment decreased significantly the first cuts would be administrative. This has not taken place.
- (3) The proposals made by Dean Edison in his memorandum of 1/31/77, which you received, should draw serious attention, especially items #3, 5 and 7. These perceptions were based upon accurate data and trends, yet we have not witnessed any new recommendations emanating from his studies.
- (4) We believe that there is overwhelming evidence to indicate that the retrenchment of the two positions in law enforcement and humanities is unnecessary and unwarranted.
- (5) We also believe that reducing summer school to a period of six weeks will cause a sizable drop in enrollment. Students and faculty are opposed to this change and we believe that a review of this decision would be in the best interest of the college.
- (6) Close down weekends and other time periods when the instructional program will not be affected. This alone should create savings in excess of \$50,000.
- (7) Consolidate administrative functions and have administrators perform some of the part-time teaching. This could save us between \$30,000-\$40,000 annually.
- (8) Reduce departmental costs even further. Recommendations from staff indicate another \$20,000-\$30,000 annually.

- (9) Reduce administrative staff which we believe could save us \$80,000 annually without diminishing services.
- (10) Implement the 32 credit hour load for staff. This is a variable but should save us many thousands of dollars.

We have made exhaustive studies and we have pages of specific data and figures. Our Executive Board has felt, however, that before we list any more specific cutbacks that we should witness some good faith cutbacks in the non-faculty areas first. At any time we are willing to set down with the Board or the administration to cooperatively solve the problems that we now face.

DB/jb

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE: March 9, 1977

MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole, President

RE: AGENDA ITEM #D-2a - PERSONNEL MATTERS

In our budget workshop of December 20th, we tentatively discussed the possibility of closing the building down for specified periods during the year to save money through reduced utility costs and reduced utilization of personnel.

The specific recommendation involved giving all non-faculty union employees time off in lieu of a salary raise. In my opinion, it would be appropriate to make this decision in the same meeting that we decide to reduce the rates of summer school pay. I am not sure what savings we will experience in terms of utility costs. I do know, however, that the total amount of money expended on salary raises for administrators, clerical, and support staff in the 1976-77 year was \$45,980.

It is understandable that this will require some offices in the college to reschedule their work patterns and project deadlines, however, I feel that this could be accomplished.

RECOMMENDATION:

The President recommends that the Board approve that all non-faculty union employees be given two weeks off with pay in lieu of a salary increase for 1977-78.

It is further recommended that the college be totally closed down from July 22, 1977, to August 8, 1977, and from December 23, 1977, to January 3, 1978.

GEC/bg

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE March 8, 1977

MORANDUM

SVC Board of Trustees

GEC

J-3b

OM: Dr. George E. Cole
President

RE: AGENDA ITEM # D-2b - PERSONNEL MATTERS

Approximately one year ago, Sheryl Henkel requested a leave of absence to pursue further educational goals.

Dean Williams indicates that he has received a letter from Ms. Henkel indicating that it is not her intention to return to Sauk in the Fall of 1977 as a para-professional in the Secretarial Science laboratory.

I would like to offer her a letter of appreciation for the fine job she performed while she worked at Sauk Valley College.

GEC/bg
Enc.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 7, 1977

MORANDUM

Dr. Cole

DM: Dr. Williams *SW*

As you know, Miss Sheryl Henkel requested a year's leave of absence which expires at the end of this academic year.

This leave was taken for the purpose of continuing her education. I have received, as of this date, a letter from Miss Henkel, indicating that it is not her intention to return to Sauk Valley College in the Fall of 1977 as an employee in our Secretarial Science Laboratory.

1m
cc: J. Strickland

WHEREAS, the terms of ARMAN GAULRAPP, ROBERT N. WOLF and OSCAR KOENIG, as members of the Board of COMMUNITY COLLEGE DISTRICT NUMBER 506, Counties of Whiteside, Lee, Ogle, Henry, Bureau and Carroll, State of Illinois, are about to expire, and

WHEREAS, an election will be necessary to fill the vacancies thereby created,

NOW, THEREFORE, BE IT RESOLVED, by the Board of said Community College District Number 506 as follows:

Section 1

That an election be and the same is hereby called for the purpose of electing three members to the Board of Community College District Number 506 to serve for full terms of three years each, said election to be held on Saturday, the 9th day of April, 1977, and the polls at said election shall be open from 12:00 Noon to 7:00 P.M. on that day.

Section 2

For the purpose of this election, the said Community College District Number 506 shall be and the same is hereby divided into thirty-three precincts, which precincts and the polling places therefor are hereinafter set forth in the form of Notice of said election.

Section 3

Notice of said election shall be given by publishing notice thereof at least once in The Daily Gazette of Sterling, Illinois, and once in the Dixon Evening Telegraph of Dixon, Illinois, the same being newspapers published in and having a general circulation within the territory of the district, the date of publication of such notice to be at least ten (10) days prior to the date set for such election, and that said notice shall be in substantially the following form:

NOTICE OF ELECTION FOR MEMBERS OF THE
BOARD OF TRUSTEES OF COMMUNITY
COLLEGE DISTRICT NUMBER 506

NOTICE IS HEREBY GIVEN That on Saturday, the 9th day of April, 1977, an election will be held in and for Community College District Number 506, State of Illinois, for the purpose of electing three members to the Board of said District for the full term.

For the purpose of this election, the following precincts and polling places are hereby established:

PRECINCT NO. 1

Shall consist of all that part of Prophetstown-Lyndon Community Unit District Number 3, Whiteside and Henry Counties, Illinois, lying within Community College District Number 506, described as that part of the District which lies North of the Rock River.

POLLING PLACE: Junior High School, Lyndon, Illinois.

PRECINCT NO. 2

Shall consist of all that part of Prophetstown-Lyndon Community Unit District Number 3, Whiteside and Henry Counties, Illinois, lying within Community College District Number 506, described as that part of the District which lies South of the Rock River.

POLLING PLACE: Prophetstown City Hall, Prophetstown, Illinois.

PRECINCT NO. 3

Shall consist of all that part of Community Unit School District Number 5, Whiteside and Lee Counties, Illinois, lying within Community College District Number 506, located within Township 22 North, Range 6 East of the 4th P.M., Whiteside County, Illinois, commonly known as Genesee Township.

POLLING PLACE: Town Hall, Coleta, Illinois.

PRECINCT NO. 4

Shall consist of all that part of Community Unit School District Number 5, Whiteside and Lee Counties, Illinois, lying within Community College District Number 506, located within Townships 21 and 22 North, Range 7 East of the 4th P.M., Whiteside County, Illinois, commonly known as Sterling and Jordan Townships, which lies West of the center line of Locust Street and the center line of Route 88 as extended North and South in and from the City of Sterling, Illinois.

POLLING PLACE: Washington School, 815 West LeFevre Road, Sterling, Illinois.

PRECINCT NO. 5

Shall consist of all that part of Community Unit School District Number 5, Whiteside and Lee Counties, Illinois, lying within Community College District Number 506, which lies East of the center line of Locust Street and the center line of Route 88 as extended North and South in and from the City of Sterling, Illinois.

POLLING PLACE: Southeast Entryway of Sterling High School Building
1603 Fifth Avenue, Sterling, Illinois

PRECINCT NO. 6

Shall consist of all that part of Community College District Number 506 which

is situated within Townships 20 and 21 North, Range 6 East of the 4th P.M., Whiteside County, Illinois, commonly known as Lyndon and Hopkins Townships.

POLLING PLACE: Galt Junior High School, Galt, Illinois.

PRECINCT NO. 7

Shall consist of all that part of Rock Falls Township High School District Number 301, Whiteside and Lee Counties, Illinois, lying in the County of Lee, State of Illinois, all within Community College District Number 506.

POLLING PLACE: Nelson School, Nelson, Illinois.

PRECINCT NO. 8

Shall consist of all that part of Rock Falls Township High School District Number 301, Whiteside and Lee Counties, Illinois, lying within the County of Whiteside, State of Illinois, all within Community College District Number 506.

POLLING PLACE: Rock Falls High School, 101 - 12th Avenue, Rock Falls, Illinois

PRECINCT NO. 9

Shall consist of all that part of Dixon Unit School District Number 170, Lee and Ogle Counties, Illinois, lying within Community College District Number 506, described as: That part of the District which is located within Sections 4, 5, 6, 7, 8, and 9 in Township 22 North, Range 9 East of the 4th P.M., Ogle County, Illinois, commonly known as Grand Detour Township and also that part of said Unit School District in Lee County, Illinois, which is located North and West of Rock River, except that part which is located in Precinct No. 10, the excepted portion being the area East and South of a line drawn as follows: Commencing at the North end of the Galena Avenue Bridge over Rock River and running North along the center of North Galena Avenue to an extension of the West line of Chapel Hill Memorial Park; thence North to the South line of the Dixon Country Club property; thence due East to Rock River.

POLLING PLACE: The Jefferson School, 4th Avenue, Dixon, Illinois.

PRECINCT NO. 10

Shall consist of all that part of Dixon Unit School District Number 170, Lee and Ogle Counties, Illinois, lying within Community College District Number 506, described as: That part of the District which lies North of Rock River and South and East of a line drawn as follows: Commencing at the North end of the Galena Avenue Bridge over Rock River and running North along the center of North Galena Avenue to an extension of the West line of Chapel Hill Memorial Park; thence North to the South line of the Dixon Country Club property; thence due East to Rock River.

POLLING PLACE: The Washington School, 703 East Morgan, Dixon, Illinois.

PRECINCT NO. 11

Shall consist of all that part of Dixon Unit School District Number 170, Lee and Ogle Counties, Illinois, lying within Community College District Number 506, described as: That part of the District in Ogle County, Illinois, which is located West and North of Rock River and East of the East line of Section 4 in Township 22 North, Range 9 East of the 4th P.M., commonly known as Grand Detour Township, and also that part of the District in Lee County, Illinois in Townships 21 and 22 North, Range 9 East, commonly known as Dixon Township, and Townships 21 and 22 North, Range 10 East, commonly known as Nachusa, which lies

East of Rock River and North and East of the following line: Commencing at the intersection of the East bank of Rock River with a point 20 rods North of the South line of Section 22 in Dixon Township; thence East to State Highway Route No. 2; thence South along the center of said Route No. 2 to a point 20 rods South of the center of Section 26 (said point being 20 rods South of the Hill Corner); thence East to a line 1/4 mile East of the boundary line between Sections 25 and 26 in Dixon Township, and South along this line to the South boundary line of School District 170; thence East and South to the East boundary of the school district.

POLLING PLACE: The Grand Detour School, Grand Detour, Illinois.

PRECINCT NO. 12

Shall consist of all that part of Dixon Unit School District Number 170, Lee and Ogle Counties, Illinois, lying within Community College District Number 506, described as: That part of the District bounded on the North by Rock River, on the West by the Illinois Central Railroad main line right-of-way, on the South by Seventh Street and on the East by a line drawn as follows: Commencing at the Southwest corner of Oakwood Cemetery; thence North to the Northwest corner of Oakwood Cemetery; thence East along the North line of the cemetery to the Northeast corner thereof; thence Northerly to the Southeast corner of Idlewild Subdivision; thence North to the Northeast corner of Idlewild Subdivision; thence West to Ravine Avenue and thence Northerly along the center line of Ravine Avenue to Rock River.

POLLING PLACE: The South Central School, 207 Fifth, Dixon, Illinois.

PRECINCT NO. 13

Shall consist of all that part of Dixon Unit School District Number 170, Lee and Ogle Counties, Illinois, lying within Community College District Number 506, described as: That part of the District bounded on the North by Rock River, on the East by the Illinois Central Railroad main line right-of-way, on the South by the middle line of Sections 7 and 8 in Township 21 North, Range 9 East, Lee County, Illinois, commonly known as South Dixon and on the West by the West lines of Townships 21 and 22 North, Range 9 East, Lee County, Illinois, commonly known as Dixon and South Dixon Townships.

POLLING PLACE: The Lincoln School, Lincoln Avenue, Dixon, Illinois.

PRECINCT NO. 14

Shall consist of all that part of Dixon Unit School District Number 170, Lee and Ogle Counties, Illinois, lying within Community College District Number 506, described as: That part of the District lying South and East of Rock River which is not included in Precincts Nos. 10, 11 and 12, the area included in the Precinct being as follows: Commencing at the intersection of the Easterly bank of Rock River with an extension of the center line of Ravine Avenue in the City of Dixon, and running Northeasterly along Rock River to a point 20 rods North of the South line of Section 22 in Township 22 North, Range 9 East, commonly known as Dixon Township; thence East to the center line of State Bond Issue Route No. 2; thence South along the center of said Route No. 2 to a point 20 rods South of the center of Section 26 in Dixon Township; thence East to a line 1/4 mile East of the boundary line between Sections 25 and 26 in said Dixon Township; and South along this line to the South boundary line of School District 170; thence following the East, South, and West boundaries of the District to the intersection of the West boundary of the District with the South bank of Rock River; thence Easterly along the South bank of Rock River to the West line of said Dixon Township; thence South to the center of the West line of Section 7 in Township 21 North, Range 9 East, commonly known as South Dixon Township; thence East along the center of Sections 7 and 8 to the Illinois Central Railroad main line right-of-way; thence Northerly along

said railroad right-of-way to the center line of Seventh Street in the City of Dixon; thence Easterly along the center line of Seventh Street to an extension of the Westerly line of Oakwood Cemetery; thence Northerly along said Westerly line of Oakwood Cemetery to the Northwest corner thereof; thence Easterly along the North line of the Cemetery to the Northeast corner thereof; thence Northerly to the Southeast corner of Idlewild Subdivision; thence North to the Northeast corner of Idlewild Subdivision; thence West to Ravine Avenue and thence Northerly along the center line of Ravine Avenue to Rock River.

POLLING PLACE: The Madison School, 620 Division Street, Dixon, Illinois.

PRECINCT NO. 15

Shall consist of all that part of Community College District Number 506, which is situated within Tampico Community Unit District Number 4, Whiteside and Bureau Counties, Illinois.

POLLING PLACE: Tampico High School, Tampico, Illinois.

PRECINCT NO. 16

Shall consist of all that part of Amboy Community Unit School District Number 272, Lee County, Illinois, which is located within that portion of Townships 20 and 21 North, Range Ten East of the 4th P.M., Lee County, Illinois, commonly known as Amboy and China Townships, all within Community College District Number 506.

POLLING PLACE: Amboy City Hall, Amboy, Illinois.

PRECINCT NO. 17

Shall consist of all that part of Amboy Community Unit School District Number 272, Lee County, Illinois, which is located within that portion of Townships 19 and 20 North, Range Eleven East of the 4th P.M., Lee County, Illinois, commonly known as Sublette and Lee Center Townships, all within Community College District Number 506.

POLLING PLACE: Ellice Dinges Elementary School, Sublette, Illinois.

PRECINCT NO. 18

Shall consist of all that part of Amboy Community Unit School District Number 272, Lee County, Illinois, which is located within Township 19 North, Ranges 9 and 10 East of the 4th P.M., Lee County, Illinois, commonly known as East Grove and May Townships, all within Community College District Number 506.

POLLING PLACE: Maytown Elementary School, Maytown, Illinois.

PRECINCT NO. 19

Shall consist of all that part of Amboy Community Unit School District Number 272, Lee County, Illinois, which is located within Township 20 North, Range 9 East of the 4th P.M., Lee County, Illinois, commonly known as Marion Township, within Community College District Number 506.

POLLING PLACE: Walton Elementary School, Walton, Illinois.

PRECINCT NO. 20

Shall consist of all that part of Amboy Community Unit School District Number 272, Lee County, Illinois, which is located within that portion of Township 21 North, Ranges 9 and 10 East of the 4th P.M., Lee County, Illinois, commonly

known as South Dixon and Nachusa Townships, all within Community College District Number 506.

POLLING PLACE: Eldena Elementary School, Eldena, Illinois.

PRECINCT NO. 21

Shall consist of all that part of Amboy Community Unit School District Number 272, Lee County, Illinois, which is located within Townships 19 and 20 North, Range 8 East of the 4th P.M., Lee County, Illinois, commonly known as Hamilton and Harmon Townships, all within Community College District Number 506.

POLLING PLACE: Harmon Hall, Harmon, Illinois.

PRECINCT NO. 22

Shall consist of all that part of Community College District Number 506, which is situated within Walnut Community High School District Number 508, Bureau, Lee and Whiteside Counties, Illinois.

POLLING PLACE: Art Room, Walnut High School, Walnut, Illinois.

PRECINCT NO. 23

Shall consist of all that part of Community College District Number 506 which is situated within Polo Community Unit School District Number 222, Ogle, Lee and Whiteside Counties, Illinois.

POLLING PLACE: Polo Community High School, Polo, Illinois.

PRECINCT NO. 24

Shall consist of all that part of Ohio Community High School District Number 505, Bureau and Lee Counties, Illinois, which is situated within Community College District Number 506.

POLLING PLACE: Ohio High School, Ohio, Illinois

PRECINCT NO. 25

Shall consist of all that part of Lee Center Community Unit School District Number 271, Lee and Ogle Counties, Illinois, situated in Ranges 10 and 11 East of the 4th P.M. in Lee and Ogle Counties, Illinois and lying North of the highway designated as U. S. Route #30, which is situated within Community College District Number 506.

POLLING PLACE: Town Hall, Franklin Grove, Illinois.

PRECINCT NO. 26

Shall consist of all that part of Lee Center Community Unit School District Number 271, Lee and Ogle Counties, Illinois, lying West of County Highway No. 6, commonly known as the West Brooklyn Spur, except that part thereof lying North of the highway designated as U. S. Route 30, which is situated within Community College District Number 506.

POLLING PLACE: Public School Building of said District situated in the unincorporated area known as Lee Center in Sections 6 and 7, Township 20 North, Range 11 East of the 4th P.M., Lee County, Illinois.

PRECINCT NO. 27

Shall consist of all that part of Community College District Number 506 which

is situated within Morrison Community Unit School District Number 6, Whiteside County, Illinois.

POLLING PLACE: Morrison High School, Morrison, Illinois.

PRECINCT NO. 28

Shall consist of all that part of Community College District Number 506 which is situated within Thomson Community Unit School District Number 301, Carroll County, Illinois.

POLLING PLACE: Thomson High School Cafeteria, Thomson, Illinois

PRECINCT NO. 29

Shall consist of all that part of Community College District Number 506 which is situated within Ashton Community Unit School District No. 275, Lee County, Illinois.

POLLING PLACE: Ashton High School, Ashton, Illinois

PRECINCT NO. 30

Shall consist of all that part of Community College District Number 506 which is situated within Chadwick Community Unit School District Number 399, Carroll County, Illinois.

POLLING PLACE: Chadwick High School, Chadwick, Illinois

PRECINCT NO. 31

Shall consist of all that part of River Bend Community Unit School District Number 2 Whiteside County, Illinois, lying within Community College District Number 506, which is situated North of the Garden Plain Road.

POLLING PLACE: Fulton Fire Station, Fulton, Illinois

PRECINCT NO. 32

Shall consist of all that part of River Bend Community Unit School District Number 2, Whiteside County, Illinois, lying within Community College District Number 506, which is situated South of the Garden Plain Road.

POLLING PLACE: Albany Municipal Building, Albany, Illinois

PRECINCT NO. 33

Shall consist of all that part of Community College District Number 506 which is situated within Milledgeville Community Unit School District Number 312, Carroll County, Illinois.

POLLING PLACE: Milledgeville City Hall, Milledgeville, Illinois

The polls will be opened at 12:00 o'clock Noon and closed at 7:00 P.M. on the same day.

By order of the Community College Board of said District.

Dated this _____ day of March, 1977.

Ronald F. Coplan
Chairman

Arman Gaulrapp
Secretary

Section 4

The ballots to be used in the election shall be in substantially the following form:

(Face of Ballot)

OFFICIAL BALLOT

For members of the Community College Board of Community College District Number 506, to serve for three years.

(INSTRUCTIONS TO VOTERS: (Vote for Three)











On the reverse of each ballot shall appear the following:

(Back of Ballot)

OFFICIAL BALLOT

Community College District Number 506, Whiteside, Lee, Ogle, Henry, Bureau and Carroll Counties, Illinois. Election Saturday, April 9, 1977.

(Facsimile signature)
Secretary, Community College Board

Section 5

Said election shall be held and conducted and the returns thereof duly canvassed, all in the manner and the time as provided by law and all persons desiring to vote at such election, upon presenting themselves at the polls, shall first request of the judges of the election and sign an affidavit which shall contain the following: (a) the name and address of the voter, (b) a statement that the voter resides within the Community College District and is registered to vote in general elections from a residence located within the district, and (c) a statement that the person desiring to vote is a qualified voter. Such affidavit to be used at said election shall be in substantially the following forms:

(Single Affidavit)

SAUK VALLEY COLLEGE

AFFIDAVIT OF VOTER

(Under Section 37.9 of the Public Community College Act)

STATE OF ILLINOIS)
COUNTY OF) SS

The undersigned, being first duly sworn on oath, deposes and says that affiant is desirous of voting in an election held under the provisions of the Public Community College Act on April 9, 1977, and represents the following facts to be true:

(1) My signature below hereon designates my correct name and my present address is _____

(2) I reside within Community College District Number 506 of Whiteside, Lee, Ogle, Henry, Bureau and Carroll Counties, Illinois, and am registered to vote in general elections from a residence located in the said District.

(3) I am a qualified voter in said Community College District.

Subscribed and sworn to before me this

day of April, A.D. 1977.

Notary Public (or Judge of election)

(Multiple Affidavit)

SAUK VALLEY COLLEGE

AFFIDAVIT OF VOTERS

(Under Section 3-7.9 of the Public Community College Act)

STATE OF ILLINOIS)
) SS
COUNTY OF)

The undersigned, each being first duly sworn upon oath individually, deposes and says that affiant is desirous of voting in an election held under the provisions of the Public Community College Act on April 9, 1977, and represents the following facts to be true:

- (1) My signature below hereon designates my correct name and the address opposite my signature is my correct address.
- (2) I reside within Community College District Number 506, of Whiteside, Lee, Ogle, Henry, Bureau and Carroll Counties, Illinois and am registered to vote in general elections from a residence located in the said District.
- (3) I am a qualified voter in said Community College District.

(Number of
Voter)

(Name)

(Address)

_____, Ill.
_____, Ill.

Subscribed and sworn to before me by each of the above affiants individually this

day of April, 1977.

Notary Public (or Judge of election)

Section 6

The affidavits to vote required under Section 3-7.9 of the Public Community College Act of the State of Illinois and herein provided for shall be numbered and used in lieu of the poll list and poll book as provided for in Section 3-7.14 of the Public Community College Act and the judges of election shall, previous to any vote being taken, severally subscribe to and take oath or affirmation provided for in Section 3-7.8 on separate blanks. After the election, such affidavits to vote and judges' oaths shall be filed in the same manner as is required for the deposit of the poll book under Section 3-7.16 of the Public Community College Act.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 9, 1977

MORANDUM

SVC Board of Trustees

#D-4

Mr: Dr. George E. Cole G. E. C.
President

RE: AGENDA ITEM #D-4 - APPROVAL OF BUDGET TRANSFER

The attached memorandum from Dean Edison reflects budget transfers which make it possible to receive the extra work-study allocation without going through the process of having a budget hearing.

We have decreased projected expenditures in some areas and increased other areas by awarding more work-study allocations to those cost centers.

Our recommendation also includes a request for Board approval to accept the Illinois Humanities Council grant.

RECOMMENDATION:

The President recommends Board approval to adjust the approved Sauk Valley College budget in accordance with the attached, and that the Board also approve to accept the grant from the Illinois Humanities Council as a Restricted Fund.

GEC/bg
Enc.

March 8, 1977

MEMORANDUM

TO: President Cole
FROM: Robert Edison

B.E.

The following itemizations represent the increases in expenditure categories which are predominantly work study allocations, and the offsetting decreases as discussed at the recent Administrative meeting.

APPROPRIATIONS

		<u>Increase</u>	<u>Decrease</u>
110-811-518-01	Student Employees - Arts & Sciences	6,430	
110-811-541-02	Materials & Supplies - Bronsard	400	
110-812-518-01	Student Employees - Career Educ.	3,000	
120-000-518-01	Student Employees - L.R.C.	600	
131-000-518-01	Student Employees - Registrar	500	
138-000-518-01	Student Employees - Student Svrs.	5,400	
181-000-518-01	Student Employees - President's Ofc.	500	
182-000-518-01	Student Employees - Duplicating Rm.	1,000	
195-000-518-01	Student Employees - Data Process.	500	
110-400-530	Contractual - Social Science		120
110-511-543	Materials & Supplies - Art		200
110-600-530	Contractual - Math Science		500
110-600-550	Travel - Math Science		500
110-712-511	Salaries - Admin. ADN		4,060
110-800-530-01	Contractual - Bunch		50
110-811-550	Travel - Bunch		200
110-812-530-01	Contractual - Williams		1,000
110-813-514-01	Instruc. Salaries - Community Ed.		5,000
138-000-541	Materials & Supplies - Student Svrs.		500
181-000-550	Travel - President's Ofc.		1,000
183-000-547	Materials & Supplies - Community Rel.		1,000
192-000-585	Capital Outlay		4,200
		<u>\$18,330</u>	<u>\$18,330</u>

RECOMMENDATION: Board approval to adjust the approved Sauk Valley College budget in accordance with the foregoing.

Also, Board approval to accept Grant from the Illinois Humanities Council as a Restricted Fund.

RE:fsb

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 8, 1977

MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole
President

Q.E.C.

D-5

RE: AGENDA ITEM #D-5 - APPROVAL OF SUMMER SCHOOL PAY
FOR FULL-TIME FACULTY

Prior to preparing the recommendation for revised summer school instructional pay rates, I discussed the legal implications with Bob Castendyck and we felt it would be informative to trace the history of summer school pay at Sauk Valley College.

From searching the records, it appears that the first formal action was taken on summer school rates in April of 1972. This policy is as follows:

FORMULA FOR SUMMER SCHOOL PAY

"Reimbursement for classroom teachers teaching summer school shall be calculated at the rate of 1/36th (per credit hour) of the actual dollar figure of the base salary paid for services during the preceding academic year."

Prior to that time, it appears that a memorandum from instructional dean, Philip Osborn, to Dr. Sabol and Dean Edison in June of 1967, creates the rationale for summer school payment. The assumptions inherent in his memorandum regarding summer school pay rates are that in a normal semester a faculty member would teach 16 semester hours, that summer school, as an eight-week activity, should therefore equate eight semester hours as a full load, and that individuals working in summer school would be paid on the basis of 20% of their base salary for an eight-semester hour load, or if you will, 1/40th of their base salary for each credit hour taught. Apparently, this practice was calculated for each individual faculty person prior to 1972, and is reflected in the pay rates given to faculty members. In my opinion, the original pay scale for faculty was established by administrative action and confirmed by Board approval of the pay rates.

In the interest of clarification, it was apparently amended on a recommendation from the administration and formalized on April 10, 1972, and has been in effect since that time.

In my opinion, the history of the institution has demonstrated that the setting of summer school rates is a Board/Administration prerogative which has, to the best of my knowledge, never been negotiated by the faculty at the bargaining table. I feel it is within the purview of the Board to act upon a recommendation from the administration

Memorandum to: SVC Board of Trustees
March 8, 1977
Page #2

amending these summer school rates. I further feel that it is within the purview of the faculty to either accept or reject the offer of a summer school teaching assignment.

Based upon the history of last summer's experiences, in the February 28th meeting I distributed a summary of the teaching accomplished by full-time faculty. This indicated that 222 credit hours were taught by 41 different faculty for a total payroll of \$97,612, or an average rate per credit hour of \$439.69. With the increase in salaries that were incurred through our last negotiations, it is reasonable that the average rate of summer school pay for summer 1977, would be between \$460 and \$470 per credit hour. If we used a flat rate of \$300 per credit hour, this would be a reduction in summer school pay on the average of approximately \$165 per credit hour. If we have the same number of faculty teaching the same number of credit hours in the summer 1977, this would result in a reduction for summer school pay of:

$$\$165 \times 222 \text{ credit hours} = \$36,630$$

In addition, last summer there were a total of ten individuals functioning in department chairmen work who were paid a total of approximately \$12,000 for being department heads. Under normal circumstances, without the assistant deans, these individuals would be paid approximately \$13,000 for performing the same functions this summer. However, one of the advantages of hiring the assistant deans is that they would be available to deal with students as academic advisors over the summer, so we will not have to expend this money in summer school this year. Therefore, if this course of action is accepted, we should have a reduction in summer school salaries of approximately \$49,630, or if you will, the equal of \$1 per credit hour at Sauk Valley College.

In the interest of providing background information to this discussion, I contacted several community colleges in the area and learned that the rate of pay for summer school at Black Hawk is \$250 per semester hour. This is a flat fee paid to all full-time faculty who participate in summer school.

Illinois Valley Community College pays a flat fee of \$275 per semester hour.

Highland Community College pays approximately 2% of the base for each semester hour, or on an average salary of approximately \$17,000, \$340 per semester hour.

Elgin Community College and many of the Chicago suburban colleges use regular part-time and overload rates for summer school.

Rock Valley College froze their summer school rates the summer of 1975 and have not changed them since that time. I am anticipating a summer school pay schedule from them and hopefully will be able to have it at the Board meeting, if it is requested.

MEMORANDUM TO: SVC Board of Trustees
March 8, 1977
Page #3

Questions were also asked about the actual earnings for summer school for our faculty and I am providing a detailed list for communication purposes. It is interesting to note that base salaries for the 1976-77 academic year range from a low of \$10,750 to a high of \$21,325, with an average 10-month base salary of \$15,184.

Three people had base salaries that exceeded \$20,000. For those individuals who were fortunate enough to combine a high base 10-month salary with a heavy summer school schedule, annual earnings ran as high as \$26,036.47, with two people earning in excess of \$25,000.

RECOMMENDATION:

The President recommends that the Board approve a flat rate of pay for all full-time Sauk Valley College faculty who teach during the summer school session of \$300 per semester hour taught.

GEC/bg
Enc.

SAUK VALLEY COLLEGE
 SUMMER SCHOOL SALARIES
 FULL-TIME FACULTY SUMMER SESSION 1976
 (IN ORDER OF DESCENDING AMOUNT)

<u>NAME</u>	<u>SEMESTER HOURS</u>	<u>TOTAL EARNINGS</u>
Burton, Donald	12	\$6,291.72
Happach, Ronald	13	\$5,298.46
Osborn, Philip	13.1	\$5,136.47
Oster, Charles	11	\$4,690.29
Keller, Stuart	9	\$4,557.00
Lund, Debbie	12 + Videotaping	\$4,243.00
Bailey, Glen	9	\$3,468.78
Beatty, Edward	9 + Tutoring	\$3,414.00
Hartje, Ronald	7	\$3,306.32
Spencer, Norman	5.7 + Land Lab + Independent Study	\$3,159.21
Byar, William	9	\$3,110.00
Nesbit, Fred	6	\$2,738.00
Foster, Donald	6	\$2,722.00
Devine, John	6	\$2,560.00
Doyle, Donald	6	\$2,560.00
Youker, David	5 + Independent Study	\$2,493.00
Harding, Thomas	9	\$2,392.00
Matter, Robert	6	\$2,392.00
Vrhel, George	6	\$2,392.00
Wharton, Robert	8	\$2,392.00
Gates, Carl	6	\$2,312.52
Guinnup, Max	6	\$2,311.00
Harper, Charles	6	\$2,238.00
Geldean, Larry	6	\$2,091.66

SUMMER SCHOOL SALARIES - 1976
Page #2

<u>NAME</u>	<u>SEMESTER HOURS</u>	<u>TOTAL EARNINGS</u>
Holtam, Richard	5.2	\$2,037.77
Johnson, Steve	CETA Welding Class	\$1,850.00
Walrath, Chuck	6	\$1,784.00
Holland, Wayne	6	\$1,657.26
Heuck, Dale	7	\$1,648.00
Palumbo, Frank	5	\$1,629.00
Thomas, Robert	3	\$1,606.75
O'Banion, John	9	\$1,551.00
Pinter, Karen	3	\$1,369.00
Lillyman, Kathryn	3	\$1,325.00
Mabee, Dan	3	\$1,235.00
Pfeifer, Alan	6	\$1,200.00
Crouse, Robert	3	\$1,195.83
Hain, Carol	3	\$1,081.25
Parke, Irvin	2	\$ 945.84
Meredith, Gilbert	Videotaping	\$ 870.00
Smith, Robert	2	\$ 852.78
Longanecker, Esther	Independent Study	\$ 768.00
Hedstrom, Ruth	5 (Tutoring)	\$ 634.00
Holmberg, Claire	6 (Tutoring)	\$ 144.00
Frederick, Lauren	3 (Tutoring)	\$ 144.00

bg
3-8-77

J-5

SAUK VALLEY COLLEGE

AVERAGE SALARY OF FULL-TIME FACULTY
FOR PREVIOUS THREE SUMMER SESSIONS

YEAR	TOTAL SALARIES	TOTAL CREDIT HOURS	AVERAGE PER CREDIT HOUR
SUMMER 1974	\$51,522.59	144	\$357.80
SUMMER 1975	\$69,130.87	177	\$390.57
SUMMER 1976	\$97,612.00	222	\$439.69

bg
3-14-77

RECEIVED MAR 14 1977

LAW OFFICES

WARD, WARD, CASTENDYCK, MURRAY & PACE

HENRY M. WARD
R. W. CASTENDYCK
PHILIP H. WARD, JR.
DAVID E. MURRAY
OLE BLY PACE III
LAURENCE F. JOHNSON

ROBERT E. BRANSON
MARK E. ZUMDAHL
RICHARD A. PALMER

PHILIP H. WARD
OF COUNSEL

March 11, 1977

202 EAST FIFTH STREET
STERLING, ILLINOIS 61081
TELEPHONE 815-825-8200

335 WASHINGTON STREET
PROPHETSTOWN, ILLINOIS 61277
TELEPHONE 815-537-2361

MAILING ADDRESS
P. O. BOX 400
STERLING, ILLINOIS 61081

#P-5

Dr. George Cole, President
Sauk Valley College
Route # 1
Dixon, IL 61021

Dear George:

Enclosed is a copy of a letter I am sending to Ron with reference to the establishment of summer school pay rates. I believe it is self-explanatory and that you will see that a copy is put in the envelopes for the Board members. I am sorry I didn't get it to you sooner.

Also enclosed is an article from the Chicago Tribune which I feel may be of interest to you.

Sincerely yours,

Bob

RWC/b
encls.

LAW OFFICES

WARD, WARD, CASTENDYCK, MURRAY & PACE

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STERLING, ILLINOIS 61081

Mr. Ronald Coplan, Chairman
Board of Trustees
Sauk Valley College
Route # 1
Dixon, IL 61021

Re: Establishment of Summer School Pay Rates

Dear Mr. Coplan:

You have inquired as to whether or not the Board of Trustees of Sauk Valley College may unilaterally establish a new Summer School Pay Schedule. In our opinion, it may do so.

Nothing in the present contractual agreement between the Board and the Sauk Valley College Faculty Association deals specifically with the rate of pay for summer school. Article XII, which deals with professional compensation, makes absolutely no mention of the subject.

The Faculty Association has alleged that the contract provides that the Board will negotiate "Summer School Contracts and Compensation". We do not believe that such is the case. At Page 6 of the present contract appears the statement, "The Association and the Board agree that negotiations in good faith, will encompass only the following items:" (emphasis ours) There follows a list of items. This list limits the subjects which may be negotiated but does not require agreement on any particular item. This is a limiting provision rather than a mandatory directive.

The Public Community College Act provides that the Board of Community College Districts shall have the duties enumerated in Sections 3-22 through 3-29. Among the specific provisions is the duty "to make appointments and fix the salaries of a Chief Administrative Officer, who shall be the Executive Officer of the Board, other administrative personnel and all teachers." (emphasis ours)

Since there appears to be no limitation on the Board's responsibility, we believe it may proceed to make such adjustments as it deems necessary or appropriate.

Respectfully submitted,

WARD WARD CASTENDYCK MURRAY & PACE

By 
Robert W. Castendyck

Casey Banas

'Teachers have an edge over private sector folk'

LAS VEGAS, Nev. — A decade ago some teachers gave this as one reason for wanting collective bargaining with school boards: to end their second-class citizenship. Since workers in the private sector had the right to bargain for higher salaries, improved fringe benefits, and better working conditions, so the argument went, these teachers believed, they were entitled to equity.

But last week Myron Lieberman, a nationally-known expert on teachers' collective bargaining and education professor at the University of Southern California, said that teachers now have achieved more than equity. They are running well ahead of private sector unionized employees in a number of subtle, but crucial, areas, he told a session of the American Association of School Administrators convention.

Teachers have become increasingly active in campaigning for political candidates at all levels, beginning with their local school board members on up to the President of the United States.

When teachers play a key role in supporting school board candidates, they are trying to select their own bosses. And that, Lieberman said, is a benefit which unions in the private sector hardly enjoy. School board members, of course, ultimately decide teachers' pay boosts and other benefits.

In the last several years teachers across the nation have endorsed and campaigned for candidates for governor and state legislatures. Private sector employees do have equal opportunity to elect their state officials.

However, Lieberman emphasized that governors and legislators, who are rarely in a position to affect the outcome of private sector bargaining, can become deeply involved in teachers' bargaining — through the amount of state aid approved and available for negotiations.

"The governor typically is the most important single individual in the annual aid to education controversy," Lieberman said. Since states provide almost half of public school revenue, the role of the government is obviously more important to teachers than to workers in factories or on farms.

Although Lieberman did not mention the role of a mayor, even the most casual observer of Chicago's educational scene can see a mayoralty connection in the latest strike threat of Robert M. Healey, Chicago Teachers Union president.

CHICAGO TRIBUNE

3/9/77

Healey is rattling the sabres over a proposal from School Supt. Joseph P. Hannon that the school year may be shortened three days because of the budget crunch. Healey has tentatively scheduled a union vote on a strike three weeks before the mayoral primary, while concurrently appealing to Mayor Bilandic for help.

And that leads to another point which Lieberman makes. Public employers have less incentive than private employers to resist union demands. If private sector management makes concessions impairing profits, management is immediately accountable to a board of directors.

But the school system's directors, the board of education, does not have this accountability. Indeed in Chicago, there is no accountability. The mayor appoints the board and the teachers union may try to persuade the mayor to bring pressure on the board to give the teachers what they want.

Another big advantage for teachers, Lieberman said, is that they know their employers' financial situation. "The public employer," he explained, "is at a tactical disadvantage in that the relevant financial data are readily available to the public employee union. Indeed, it is not surprising to be confronted by teacher union representatives more knowledgeable about the district budget than the administrators."

Teachers can study every line in the school budget and find waste.

Another difference is that school boards cannot move. Industry can relocate to another area to avoid unionization or union demands. The threat of doing so helps to moderate union demands, Lieberman said. "On the other hand," he continued, "you cannot move the schools of Las Vegas to Mexico, or even to Reno, in order to avoid excessive demands by teacher unions in Las Vegas."

FULL-TIME FACULTY LECTURESHIP SALARY SCHEDULE

Effective July 1, 1976

Q-5

I NO MA/MS	II MA/MS	III MA/MS + 15	IV MA/MS + 30	V MA/MS + 45	VI MA/MS + 60	VII Ph.D	Per Contact Hour
1							\$199
2	1						211
3	2	1					223
4	3	2	1				235
5	4	3	2	1			247
6	5	4	3	2	1		259
7	6	5	4	3	2	1	271
8	7	6	5	4	3	2	283
9	8	7	6	5	4	3	295
10	9	8	7	6	5	4	307
11	10	9	8	7	6	5	319
12	11	10	9	8	7	6	331
	12	11	10	9	8	7	343
	13	12	11	10	9	8	355
		13	12	11	10	9	367
		14	13	12	11	10	379
			14	13	12	11	391
			15	14	13	12	403
				15	14	13	415
				16	15	14	427
					16	15	439
					17	16	451
						17	463
						18	475

BR #2686

5/17/76

FULL-TIME FACULTY SUMMER SALARY SCHEDULE

Effective June 7, 1976

I NO MA/MS	II MA/MS	III MA/MS + 15	IV MA/MS + 30	V MA/MS + 45	VI MA/MS + 60	VII Ph.D	Per Contact Hour
1							\$267
2	1						283
3	2	1					299
4	3	2	1				315
5	4	3	2	1			331
6	5	4	3	2	1		347
7	6	5	4	3	2	1	363
8	7	6	5	4	3	2	379
9	8	7	6	5	4	3	395
10	9	8	7	6	5	4	411
11	10	9	8	7	6	5	427
12	11	10	9	8	7	6	443
	12	11	10	9	8	7	459
	13	12	11	10	9	8	475
		13	12	11	10	9	491
		14	13	12	11	10	507
			14	13	12	11	523
			15	14	13	12	539
				15	14	13	555
				16	15	14	571
					16	15	587
					17	16	603
						17	619
						18	635

#2686
7/76

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 9, 1977

MEMORANDUM

D-6

TO: SVC Board of Trustees

FROM: Dr. George E. Cole
President

RE: AGENDA ITEM #D-6 - APPROVAL OF POLICY ON PROFICIENCY TESTING

Following the last Board meeting, several questions which were raised at the Board meeting have been discussed and I am providing the following background information which might answer questions which apparently existed in the minds of some of the Board members.

First of all, the various ways in which an individual can earn credit at Sauk Valley College are carefully discussed in the college catalogue. I am including Xerox copies of the pages which discuss this.

As you will see, we are talking specifically about proficiency examination. I have revised the recommended revision to reflect what is stated in the catalogue. Proficiency examination is usually given in those cases that utilize the program-learning, self-pacing, instructional model. In these situations it is usually possible for the student to move automatically into the next higher course. The deadlines for registration would not necessarily apply to these situations.

If there are further questions on this recommended policy change, it may be appropriate to lay it over for another Board meeting. In any event, the Deans will be available to answer specific questions.

RECOMMENDATION:

The President recommends that the Board approve the following revision of the proficiency examination policy:

"Credit toward graduation may be earned by a proficiency examination which covers academic materials equivalent to a given Sauk Valley College course. A maximum of fifteen hours may be obtained through credit by proficiency. Students who wish to proficiency a course must register and pay tuition for the course and when he or she has demonstrated the mastery of the final requirements via the proficiency test without attending for a full semester, he will be granted credit by examination. Proficiency testing will be permitted no sooner than the second week of the class session and examinations will not be given any later than three weeks before the regular examination period. Credits earned by proficiency will appear on the regular grade report as an earned, completed course. No letter grade will be recorded."

ACADEMIC INFORMATION

CREDIT FOR PRIOR EXPERIENCE

Students enrolled at Saук Valley College may earn credits based on prior experience in the following areas: 1) Armed Service experience, 2) Credits by evaluation and proficiency examination, 3) College credits earned at other institutions, and 4) Up to 30 semester hours can be earned through the College Level Examination Program (CLEP) in the general examinations.

1. Acceptance of Armed Forces Experience for College Credit

Credit toward graduation may be granted a veteran for certain armed service experience. All claims for experience including armed service schooling must be documented. All veterans must submit a copy of form DD214 or separation record. In the case of special schooling claims, a certificate of completion for the appropriate training must be presented to the Office of Admissions for credit evaluation. Saук Valley College will accept armed service experiences toward college credit as recommended by the Commission on Accreditation of Service experience of the American Council on Education.

- a. All USAFI course numbered 400-599 are accepted for college credit if a passing grade is obtained. Equivalent letter grades are not assigned.
- b. Saук Valley College accepts credits earned through various Armed Forces Education experiences as recommended by A Guide to Evaluation of Educational Experiences in the Armed Services.
- c. A veteran may receive Saук Valley College physical education credit at the rate of one semester hour for one year of active duty served in the armed services up to a maximum of four semester hours.

2. Acceptance of Credit by Evaluation and Proficiency Examination

Credit by Evaluation of knowledge gained by:

- a. Work experience -- Appropriate work experience in which a body of knowledge that is parallel to Saук Valley College courses will be evaluated and credit will be given when documented by the appropriate Dean and the Director of Admissions.
- b. Technical and/or vocational training -- A course or courses successfully completed at technical and/or vocational institutions may be transferred to Saук Valley College if through evaluation they are found to be equivalent to a Saук Valley College course or courses. Credits will be evaluated and documented by the Dean of Career Education and the Director of Admissions.
- c. Experiential Credit: Saук Valley College will, upon request, evaluate formalized learning outside of the College which has been documented by an outside accrediting body. For example, apprentice counsels of local labor unions, The American Medical Association. Requests for such evaluation should be directed to the Dean of Career Education.

Proficiency Examination

Credit toward graduation may be earned by a proficiency examination which covers academic materials equivalent to a given Saук Valley College course. A maximum of fifteen hours may be obtained through credit by proficiency. Only a duly registered

student may petition for credit by proficiency. A student may apply for credit by proficiency by seeing a counselor or advisor and the appropriate Dean. Credits earned by proficiency will be entered on the student transcript by the Registrar. No letter grade will be recorded.

3. Acceptance of Collegiate Credits Earned at Other Institutions

Sauk Valley College will accept all credits earned at other institutions of higher learning if the sending college is rated A, B, or C in Credit Given by AACRAO. Credit successfully completed will be accepted: a) on a course for course basis; b) as a division elective; or c) as a general elective. "F" grades are not computed in the transfer grade point average. Credits satisfactorily completed by the method of pass/fail or proficiency examination are accepted. Such credits are not computed in the transfer grade point average.

4. Acceptance of Credits Earned by College Level Examination Program (CLEP)

Sauk Valley College will accept credits earned by CLEP. The maximum amount of credit granted shall not exceed 30 semester hours as recommended by the American Council on Education. The guidelines regarding CLEP by the American Council on Education will be considered in granting Sauk Valley College credits.

SAUK VALLEY COLLEGE

PROFICIENCY EXAMINATION

CURRENT STATEMENT IN CATALOGUE

Credit toward graduation may be earned by a proficiency examination which covers academic materials equivalent to a given Sauk Valley College course. A maximum of fifteen hours may be obtained through credit by proficiency. Only a duly registered student may petition for credit by proficiency. A student may apply for credit by proficiency by seeing a counselor or advisor and the appropriate Dean. Credits earned by proficiency will be entered on the student transcript by the Registrar. No letter grade will be recorded.

RECOMMENDED REVISION

Credit toward graduation may be earned by a proficiency examination which covers academic materials equivalent to a given Sauk Valley College course. A maximum of fifteen hours may be obtained through credit by proficiency. Students who wish to proficiency a course must register and pay tuition for the course and when he or she has demonstrated the mastery of the final requirements via the proficiency test without attending for a full semester, he will be granted credit by examination. Proficiency testing will be permitted no sooner than the second week of the class session and examinations will not be given any later than three weeks before the regular examination period. Credits earned by proficiency will appear on the regular grade report as an earned, completed course. No letter grade will be recorded.

EC/bg

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 8, 1977

MEMORANDUM

#6-1

TO: SVC Board of Trustees

FROM: Dr. George E. Cole *G.E.C.*
President

RE: AGENDA ITEM #E-1 - 1977-78 BUDGET PLANNING

I am sure many of you heard in the news about the Governor's new austerity budget. Some of you have asked what the implications of this budget are for Sauk Valley College.

You will recall that prior to the Board of Higher Education action we anticipated \$1,387,000 in state aid for the 1977-78 year, based on this year's credit hour production. After the IBHE had amended their recommendation, anticipated state aid dropped to \$1,319,000.

Upon calculating our anticipated state aid revenue based on the new rates reflected in the Governor's budget (see attached) we anticipate state aid of \$1,260,000. There is some hope that the legislature might amend these rates upward. I, however, am inclined to believe that they will probably remain the same.

GEC/bg
Enc.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 7, 1977

MEMORANDUM

TO: Administrative Council Members

FROM: Dr. George E. Cole

RE: FUNDING RATES

FLAT GRANT

<u>CATEGORY</u>	<u>AMOUNT</u>
Baccalaureate	\$21.24
Business	\$14.49
Data Processing	\$25.13
Natural Science	\$25.86
Health	\$45.36
Vocational Skills	\$ 9.87
Remedial/Developmental	\$ 8.88
General Studies	\$ 9.81

bg

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Copy to S

SAUK VALLEY COLLEGE

REVENUE PROJECTIONS 1977-78 (STATE AID)

LEARNING CATEGORY	RATE	HOURS	YEAR'S TOTAL	1-6-77 NEW RATES
Undergraduate & General Academic	23.33	26,500	\$618,245	\$590,950
Business, Personnel Public Service	16.74	11,900	\$199,206	\$180,999
Business Processing & Commerce Tech	27.74	1,200	\$ 33,288	\$ 31,656
Agricultural Science & Industrial Tech	28.86	6,200	\$178,932	\$168,330
Health Technology	49.51	6,000	\$297,060	\$285,720
Occupational Skills	11.60	1,200	\$ 13,920	\$ 12,432
Recreational & Developmental	8.17	4,000	\$ 32,680	\$ 37,280
Other General Studies	11.47	1,200	\$ 13,764	\$ 12,348
GRAND TOTAL FOR YEAR		58,200	\$1,387,095	\$1,319,715

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE March 9, 1977

MEMORANDUM

#G-6

TO: SVC Board of Trustees

FROM: Dr. George E. Cole *G. E. C.*
President

RE: AGENDA ITEM #G-6 - REPORT ON INSURANCE PROGRAM

Attached is the annual summary of the insurance program at
Sauk Valley College from Dean Edison.

GEC/bg
Enc.

March 8, 1977

MEMORANDUM

TO: *Board of Trustees and President Cole*
FROM: *Robert Edison* *Bob*
RE: Attachment

I am enclosing herein informational copies of the Summary of the Insurance Program at Sauk Valley College.

This insurance summary is normally submitted to the Board of Trustees approximately once each year.

RE:fsb

Encl.

SAUK VALLEY COLLEGE

Type	Agent, Company & Policy Number	Amount of Insurance	Summary	Policy Period	Annual Cost
I. Package Policy					
A. Fire Ins. 50% Sec.I	W.W.L.&W. International ML208690	\$965,000	Blanket "All Risk" Replacement Cost Buildings & Personal Property Agreed amount clause applies \$500 Disappearing deductible	8-15-75 to 8-15-77A	\$1,305.
50% Sec.I	Vearl Benoy U.S.F&G SMP425585	\$965,000		8-15-74 to 8-15-77A	\$1,306.
TOTAL BUILDING & CONTENTS		\$1,823,850			
Extra Expense	W.W.L.&W. Vearl Benoy	25,000 25,000	To cover any extra expenses necessary to continue school subsequent to insured loss		\$ 64. Incl.
B. Open Stock Burglary	W.W.L.&W. International ML208690	55,000	Covers loss of property resulting from forcible entry. Blanket Basis \$50 Ded. (exterior door only)		\$ 603.
C. Comprehensive General	W.W.L.&W. International ML208690	300/300,000 B.I. 50,000 P.D.	Covers all sums insured shall be obligated to pay due to bodily injury or property damage. Includes personal injury, corporal punishment, board members named insureds, product liability, incidental malpractice, lab & work experience public schools endorsement.		\$2,701.
D. Money Coverage	W.W.L.&W. International ML208690	2,500 7,500 Cash 55,000 Checks	Covers loss of money inside and outside premises year round		\$ 152.
E. Fidelity	W.W.L.&W. International ML208690	\$150,000	Covers dishonesty of all employees on blanket basis.		\$ 617.

1. Scientific Instrument	International ML208690	\$ 30,000	"All Risks" coverage on Taylor 16" telescope \$250 deductible		\$ 241.
2. Camera Equipment		\$ 11,808	"All Risks" on items owned by SVC at Blackhawk F.T.C.		128.
II. Comprehensive General Automobile	W.W.L.&W. International 5400179649	\$100/300,000 B.I. 50,000 P.D. 5,000 Med.Pay. Comprehensive \$50 & \$100 Ded. Collision 10/20,000 U.M.	Covers all owned vehicles. \$50 ded. comprehensive on 71 IHC Dump only	8-1-77 to 8-1-77	
1. Owned Autos			Basic & Personal Injury Protection on private passenger cars only		\$ 799.
2. Non-Owned Autos		\$100/300,000 B.I. 25,000 P.D.	Covers insured for vicarious liability of employee's use of own automobiles on school business.		\$ 163.
III. Workmen's Compensation	W.W.L.&W. International WC 817735	\$100,000	Statutory coverage on employees injured in course of employment	8-15-76 to 8-15-77	\$17,262.
IV. Comprehensive Catastrophe	W.W.L.&W. Westchester DCL 517252	\$1,000,000	Umbrella Liability insurance over and above basic liability coverages \$10,000 retention on losses not insured under basic coverage. First dollar defense.		\$ 585.
V. Travel Accident Insurance					
A. Board & Prof. Employees	W.W.L.&W. Federal FGA64000583	\$ 25,000 Prin. Sum 150,000 Aggregate	Covers board members & Prof. employees while traveling away from school premises on school business	5-11-76 to 8-1-77	\$ 471.10
VI. Nursery School	W.W.L.&W. Continental Casualty Co. 59524763	\$ 1,000 Death 10,000 Dismember- ment 10,000 Blanket Med.	Covers all nursery school children as named on policy No deductible.	9-1-76 to 9-1-77	\$ 186.

Education Liability	Continental Casualty Co. 1169408	\$1,000,000	on part of members of the board & all other employees of school district \$1,000 retention	to 8-1-78	\$ 1,111.
VIII. Public Official Bond	Humphrey Agcy. Wolverine B187704	\$1,200,000	Treasurer's Bond	7-1-74 to 7-1-77	\$ 767.
IX. Public Official Bond	Humphrey Agcy. Wolverine B187704	\$ 550,000	Site & Construction Fund	7-1-74 to 7-1-77	\$ 352.
X. Sports Accidents	Peterson- Detweiler Western Cas. TSM988615	\$ 5,000 Death & Dismemberment 5,000 Blanket Medical Expense	Covers athletic team while travelling to & from, and engaging in athletic contests including practice. Includes coaches and managers.	9-1-76 to 9-1-77	\$1,129.
XI. Group Life, Hospital, Surgical & Major Medical	Prudential Ins. Co. 42675	**	Covers all full time employees	9-1-74	Variable
	**Life equal to one times basic annual earnings Hospital - \$45 daily limit Surgical - \$1,000 modified schedule Major Medical - 80/20 Contribution Maternity - \$300. Accident Benefit				
I. Fire Insurance	W.W.L.&W. Pol#	LOCATION #2 203½ First Avenue, \$2,000	Rock Falls, Illinois Contents of Special Grant Class room	1-15-77 to 1-15-78	\$
II. Liability	W.W.L.&W. International #5400900225	\$300/300/50,000	Covers Bodily Injury and Property Damage claims arising from occupancy by insured	1-1-77 to 6-30-77	\$19.00