

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Conference Room, Third Floor, 3L14
June 13, 1977 8:00 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 truck bids
 - 4. Approval of working cash bond bids
 - 5. Other items
- E. Old Business
 - 1. Report from Grievance Hearing Committee
 - 2. 1977-78 Budget Planning
 - 3. Report on negotiations
 - 4. Other items
- F. New Business
 - 1. A.C.C.T. Dues
 - 2. Other items
- G. President's Report
 - 1. Report from student trustee
 - 2. Summer 1977 enrollment report
 - 3. Fall 1977 pre-registration report
 - 4. Report on Council of Presidents' meeting
 - 5. G.E.D. Study Center
 - 6. News Article
 - 7. Comparative assessed valuation of SVC District
 - 8. Letter of appreciation
 - 9. Other items
- H. Time of next meeting
- I. Adjournment

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

June 13, 1977

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on June 13, 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 8:03 p.m. and the following members answered roll call:

Kay Fisher	Lorna Keefer
Oscar Koenig	Ann Powers
Juanita Prescott	William Reigle
Ronald Coplan	

Absent:

Laura Thompson

Minutes:

It was moved by Member Reigle and seconded by Member Keefer that the Board approve the minutes of the May 23 meeting as presented. Motion voted and carried.

Resignation:

It was moved by Member Reigle and seconded by Member Koenig that the Board of Trustees accept with regret the resignation of Lois Eichman, instructor in the associate degree nursing program. Motion voted and carried.

Vacation Pay:

Discussion was held on the accumulated vacation days of Duane Paulsen.

Arrival:

Member Laura Thompson arrived at 8:05 p.m.

It was moved by Member Reigle and seconded by Member Keefer that the Board authorize the administration to pay Duane Paulsen a total of \$1,802.77 for 21½ accumulated vacation days. In a roll call vote the following was recorded: Ayes Members Fisher, Keefer, Koenig, Powers, Prescott, Reigle, Thompson and Coplan. Nays-0. Motion carried.

Truck Bid:

Discussion was held on the purchase of a new pick-up truck. The bids received by the Business Office are noted on the attached memorandum. It was moved by Member Reigle and seconded by Member Fisher that the Board authorize the administration

Truck Bid:

to purchase a new 1977 pick-up truck from Lindsay Klein Chevrolet Olds, Inc., of Morrison who submitted the low bid of \$3,800. In a roll call vote the following was recorded: Ayes Members Keefer, Fisher, Koenig, Powers, Reigle, Thompson, and Coplan. Nays-Member Prescott. Motion carried.

Working Cash Bond Bids:

The Board opened working cash bond bids in the amount of \$90,000 and reported the following:

First National Bank of Sterling	4.23%
Rock Falls National Bank	4.00%
City National Bank of Dixon	4.50%
Farmer's National Bank of P'town	4.25%
Dixon National Bank	4.50%

A resolution on these bids will be presented at the next meeting.

Grievance:

Chairman Coplan noted that the Board would discuss Grievance #11 in executive session.

Budget:

President Cole reminded the Board that if they had any items to add to the agenda for the Board Workshop on July 11, to get these items to him as soon as possible in order to give the staff adequate time to prepare the necessary background information.

Negotiations:

Chairman Coplan noted that the negotiating team met with the faculty association on June 9th and that the next meeting will be held on September 9, 1977.

Handicapped Legislation:

Attorney Castendyck appraised the Board of a communication he had received from the HEW indicating the rules and regulations for handicapped people that must be adhered to in all public buildings.

President's Report:

Laura Thompson said she did not have a report. Dr. Cole presented the attached reports comparing the 1977 summer enrollment of 4,075 credit hours as compared to last year's credit hours of 5,553 and the costs and income generated. He also reported on fall enrollment of 6,370 hours as compared to last year's enrollment of 7,720 at this time, a letter from Glenn Waterloo complimenting the college on their GED center in

President's Report:

Rock Falls, a report from Dean Edison on the assessed valuation for the Sauk Valley College district, a newspaper article commending two former Sauk students (Charles Fenwick and Al Mosher), and a letter of appreciation from The Knights Drum and Bugle Corps for the use of the Sauk facilities.

Executive Session:

At 8:45 p.m. it was moved by Member Reigle and seconded by Member Powers that the Board adjourn to executive session to discuss pending litigation. In a roll call vote, all voted aye. Motion carried.

Regular Session:

At 9:44 p.m. it was moved by Member Prescott and seconded by Member Reigle that the Board return to regular session. In a roll call vote, all voted aye. Motion carried.

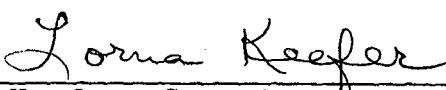
It was then moved by Member Prescott and seconded by Member Fisher that the Board adopt the attached resolution in regard to Grievance #11. In a roll call vote the following was recorded: Ayes Members Fisher, Keefer, Koenig, Powers, Prescott, Reigle, Thompson, and Coplan. Nays-0. Motion carried.

Adjournment:

Since there was no further business, it was moved by Member Reigle and seconded by Member Prescott that the Board adjourn. The next regular meeting will be 8:00 p.m. on June 27, 1977. In a roll call vote the following was recorded: Ayes Members Fisher, Keefer, Koenig, Powers, Prescott, Reigle, Thompson, and Coplan. Nays-0. Motion carried.

The meeting adjourned at 9:46 p.m.

Respectfully submitted:



Lorna Keefer, Secretary

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE June 8, 1977

MEMORANDUM

J-3

TO: SVC Board of Trustees
FROM: Dr. George E. Cole *G. E. C.*
President

RE: AGENDA ITEM #D-3 - APPROVAL OF TRUCK BID

The attached memorandum from Dean Edison details the specs and bids made by area Dealerships for the purchase of a new pick-up truck. This item was included in the 1976-77 budget.

RECOMMENDATION:

The President recommends that the Board authorize the administration to purchase a new 1977 Pick-up Truck in view of the fact that the other one is now more than six years old. He further recommends that the bid from Lindsay Klein Chevrolet Olds, Inc., Morrison, in the amount of \$3,800 be accepted as the most desirable.

GEC/bg
Enc.

June 1, 1977

MEMORANDUM

TO: Board of Trustees and President Cole
FROM: Robert Edison *30*
RE: Board Meeting, June 13, 1977

Pursuant to last year's budget I have recently advertised and received bids for the following vehicle, subject to trading in our current 1971 Dodge pick-up truck:

SPECS FOR 1977 Pick-up Truck:

3/4 Ton, 131" Wheel Base (Approx), 8 Ft. Box.
4 Wheel Drive
6 Cylinder Engine/Regular Gas
4 Speed Transmission, Manual
Power Brakes
Power Steering
Heavy Duty Battery
Heavy Duty Alternator (Approx. 6 AMP.)
Real Step Bumper
Oil, Temp, Alternator Instrument Gauges
Snow and Mud Tires All-Around (8 ply or equal)
Spare Tire and Wheel
Tinted Windows - All
Rust-Proofing (Ziebert equivalent)
Low Mount Side Mirrors, Bright
Color - Depends upon whom Bid is awarded to.

The bids received in reference to this vehicle and the advertisement are as follows: (Net Cost with Trade-in)

LINDSAY KLEIN CHEVROLET OLDS, INC.

627 Lincolnway East
Morrison, IL 61270 \$ 3,800.00

HARRISON CHEVROLET-CADILLAC, INC.

222 N. Peoria Avenue
Dixon, IL 61021 3,930.00

MEMORANDUM

June 1, 1977

TO: *Board of Trustees and President Cole*
FROM: *Robert Edison*
RE: *Board Meeting, June 13, 1977*

Page #2

<i>DON MULLERY FORD, INC.</i> <i>Sterling-Dixon Freeway, Route #5</i> <i>Dixon, IL 61021</i>	<i>\$ 4,263.17</i>
<i>STERLING MYERS FORD SALES, INC.</i> <i>2811 Locust Street</i> <i>Sterling, IL 61081</i>	<i>4,200.00</i>
<i>BUN AUSTIN CHEVROLET</i> <i>1824 North Locust Street</i> <i>Sterling, IL 61081</i>	<i>4,194.00</i>

RECOMMENDATION: *Board approval to accept the low bid from Lindsay-Klein Chevrolet-Olds, Inc.*

RE:fsb

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 8, 1977

MEMORANDUM

TO: SVC Board of Trustees

~~#~~ 8-2

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

RE: AGENDA ITEM #E-2 - 1977-78 BUDGET PLANNING

You will recall that in our last budget workshop we only partially covered the agenda.

Each Board member should review the agenda presented in our last workshop and if there are any items which any Board Member would like added to the agenda, these should be brought in writing to our Board Meeting of July 13. This will give the staff adequate time to prepare the necessary background information.

It is very probable that we may have to have another budget workshop as the year progresses and we may not be able to complete the agenda which will be prepared for the July 11 workshop. With the changing enrollment picture and the uncertainty of state funding, I feel it is more than appropriate that we become very familiar with the budget and its related problems and that we maintain an atmosphere of openness where questions can be considered and a variety of alternatives created to deal with the problems as they arise.

GEC/bg
Enc.

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES WORKSHOP
Conference Room, Third Floor, 3L14
May 9, 1977 4:00 P.M.

- A. One and Five-Year Plan
- B. Consideration of personnel needs
- C. Preliminary thoughts on bargaining
- D. Board/Staff relationships
- E. Proposed committee structures
- F. Other items

bg
5-4-77

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE June 8, 1977

MEMORANDUM

TO: SVC Board of Trustees

G-2

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

RE: AGENDA ITEM #G-2 - SUMMER 1977 ENROLLMENT REPORT

The computer run of June 7 indicates that last year at this time we had 5,553 credit hour enrollment in summer school, while this summer we have 4,075 credit hours.

The attached print-out summary indicates the areas of enrollment.

GEC/bg
Enc.

SAUK VALLEY COLLEGE

DATE 06/07/77 PRE-REGISTRATION ENROLLMENT REPORT

PAGE 31

SAUK VALLEY COLLEGE TOTALS FOR SUM 77

DIVISION TOTALS

TOTAL OF COURSES WITH 1 OR MORE REQUESTED SEATS	195
5 OR MORE REQUESTED SEATS	113
10 OR MORE REQUESTED SEATS	76
15 OR MORE REQUESTED SEATS	39
20 OR MORE REQUESTED SEATS	24
25 OR MORE REQUESTED SEATS	17
30 OR MORE REQUESTED SEATS	15

TOTAL OF OVER SUBSCRIBED COURSES 60

	DAY	NIGHT	TOTAL	
AVAILABLE COURSES	172	82	254	
COURSES WITH ENROLLMENT	127	68	195	
AVAILABLE SEATS	4034	2425	6459	
REQUESTED SEATS	1126	814	1940	
AVAILABLE HOURS CREDIT	10817	6526	17443	PERCENTAGE
REQUESTED HOURS CREDIT	1969	2106	4075	FILLED
			23.36	

TOTAL CREDIT HOURS BY EIGHT FUNDING CATEGORIES

	PREV-SEM-CURR-SEM-BUDG	PREV-YTD-CURR-YTD-BUDG
1. RAD & GEN ACADEMIC	2663	1910
2. BUS, PERS & PUB SERV	1180	766
3. DATA PROC & COMMERCE	72	63
4. NAT SCI & INDUS TECH	505	488
5. HEALTH PROFESSIONS	626	697
6. REVIEW VOC SKILLS	26	27
7. REMED/DEVEL INSTRUCT	355	117
8. OTHER GEN STUDIES	126	7
9. UNKNOWN CATEGORY		
10. TOTAL FUNDING CATEGORY	5553	4075
	5553	5553
	5553	30366
		58489

SAUK VALLEY COLLEGE

SUMMARY OF INSTRUCTIONAL COST & INCOME
SUMMER 1977

8-2a

SCIENCE & ARTS

<u>STUDENT CREDIT HOURS</u>	<u>INCOME</u>	<u>SALARIES</u>
1,747	\$63,312.00	\$19,140.00

CAREER EDUCATION

1,964	\$116,700.32	\$43,103.05
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ACADEMIC SKILLS CENTER

	4,882.68	5,124.00
TOTALS	4,182	\$184,895.00

Includes salaries for health staff who are already on twelve month contracts (\$19,512.00).

SUMMER 1976SCIENCE & ARTS

<u>STUDENT CREDIT HOURS</u>	<u>INCOME</u>	<u>SALARIES</u>
	\$91,426.53	\$63,133.83

CAREER EDUCATION

	\$89,512.03	\$68,102.09
TOTALS	5,504	\$180,938.56

SUMMARY

<u>YEAR</u>	<u>STUDENT CREDIT HOURS</u>	<u>INCOME</u>	<u>SALARIES</u>
1976	5,504	\$180,938.56	\$131,235.92
1977	4,182	\$184,895.00	\$67,376.05
DIFFERENCE	(1,322)	3,956	(\$63,859.87)

BUDGET IMPACT ON 1977-78 BUDGET

Projected Income	\$209,127	Actual Income	\$184,895
Projected Expense	\$ 82,000	Actual Expense	\$ 67,376
	\$127,127		\$117,528

ARTS AND SCIENCESSUMMARY OF INSTRUCTIONAL COSTS AND INCOME
SUMMER 1977

<u>DEPT.</u>	<u>STU. CR. HRS.</u>	<u>* INCOME</u>	<u>** SALARIES</u>
Humanities	630	\$ 22,831.	\$ 5,862.
Nat. Sci.	369	13,373.	6,600.
Phys. Educ.	136	4,929.	2,800.
Soc. Sci.	612	22,179.	3,878.
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Totals	1,747	\$ 63,312.	\$ 19,140.

SUMMER 1976

<u>DEPT.</u>	<u>STU. CR. HRS.</u>	<u>*** INCOME</u>	<u>**** SALARIES</u>
Humanities	875	\$ 32,148.	\$ 21,689.
Nat. Sci.	503	18,368.	12,240.
Phys. Educ.	104	3,327.	3,481.
Soc. Sci.	786	28,238.	18,115.
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Totals	2,268	\$ 82,081.	\$ 55,525.
 Difference	-521	- \$ 18,769.	- \$ 36,385.

* \$21.24 ICCB + \$15. Tuition = \$36.24 per credit hour

** \$300. per credit hour - full-time faculty

\$200-\$225. per credit hour - part-time faculty

\$24. per credit hour for tutoring classes with low enrollment

*** \$18.31 ICCB + \$14. Tuition - \$32.31 per credit hour

**** 1/36 x base salary x credit hour taught

Part-time and tutoring same as 1977

Jean Noah Bunch
af
5/8/77

FISCAL ANALYSIS
CAREER EDUCATION
 SUMMER 1977

<u>DEPARTMENT</u>	<u>SUMMER CR HOUR</u> <u>TOTALS</u>	<u>RATE/REIMB</u> <u>\$15 TUITION</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>
AGRICULTURE	22	40.96	\$ 901.12	\$ 876.00
*BUSINESS	488	29.49	14,391.12	12,672.55
DATA PROCESSING	63	40.13	2,528.16	1,275.00
PUBLIC SAFETY	66	29.49	1,946.34	675.00
PUBLIC SERVICE	137	29.49	4,040.13	337.50
INDUSTRIAL AND TECHNICAL	482	40.86	19,694.52	7,755.00
HEALTH	706	60.36	42,614.16	19,512.00
TOTALS	1964		\$116,700.32	\$43,103.05

* ECO 111 and ECO 140 not included

** DAVTE Reimbursement excluded

***Data collected from Enrollment Report 6/7/77

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 13, 1977

MORANDUM

Dr. Cole

M: John Sagmoe

The following is a breakdown of income and expenditures for the Academic Skills Center, Summer 1977. The figures have been provided by Frank Pintozzi, Assistant Dean of Learning Resources.

INCOME

<u>Department</u>	<u>Summer Credit Hours</u>	<u>Rate of Reimbursement</u>	<u>Income</u>
Academic Skills Center	55 (ENG 110)	\$36.24*	\$1,993.20
	121 (Ac.Skills)	\$23.88**	\$2,889.48
TOTAL INCOME			\$4,882.68

EXPENDITURES

Salaries	\$5,124.00
NET INCOME-----	(\$241.32)

* \$21.24-State Reimbursement plus \$15.00-Tuition

**\$ 8.88-State Reimbursement plus \$15.00-Tuition

JES/vld

SAUK VALLEY COLLEGE

RECEIVED JUN 13 1977

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 13, 1977

MEMORANDUM

#8-2b

TO: President Cole

FROM: Harriet Hastings, Registrar

COMPARISON OF ENROLLMENT SUMMER 1976 AND 1977 BY ADMISSION TYPE AND HOURS

	C	N	N1	T	R	TOTAL
1976	763	93	171	138	104	1269
1977	<u>701</u>	<u>100</u>	<u>60</u>	<u>147</u>	<u>61</u>	<u>1069</u>
	-62	+7	-111	+9	-43	-200
	8%	7.5%	65%	7%	41%	16%
	Dec	Inc	Dec	Inc	Dec	Dec

HOURS

1976	5504
1977	<u>4182</u>
	-1322

24% Decrease

C - Continuing Students

Students attending SVC the Spring Semester, 1977

N - New: Coming to SVC from high school

N1 - New: Out of high school 1 year or more

T - Transfer

Any student who has attended another college
(Includes transfer students attending SVC for the
first time)

R - Re-admit

Students who have attended SVC before, but not
Spring, 1977

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 6-13-77

MEMORANDUM

TO: Dr. Cole

FROM: Harriet Hastings

HB-3

FALL PREREGISTRATION HOURS

6-11-76 7720

613-77 6270

**RESOLUTION AUTHORIZING COUNSEL TO
INSTITUTE CERTAIN LEGAL PROCEEDINGS**

BE IT RESOLVED by the Board of Trustees of COMMUNITY COLLEGE DISTRICT NO. 506, Counties of Whiteside, Lee, Ogle, Bureau, Henry, and Carroll, State of Illinois, that:

1. The law firm of WARD WARD CASTENDYCK MURRAY & PACE, Sterling, Illinois, be and it hereby is authorized and directed to institute legal proceedings, including but not limited to a Stay of Arbitration, Injunctive Relief, and such other relief as may be deemed necessary or appropriate, for and on behalf of said Board of Trustees for the purpose of restraining the SAUK VALLEY COLLEGE FACULTY ASSOCIATION, its members and all persons acting in concert and participation with them, from proceeding with arbitration in the matter of the summer school contracts and compensation grievance designated as Grievance No. 11, which grievance was filed by CARL W. GATES, WAYNE F. HOLLAND, GLENN BAILEY, MARVIN DAHLBERG and DON BURTON, as members of the Grievance Committee of said SAUK VALLEY COLLEGE FACULTY ASSOCIATION on or about April 6, 1977.
2. Said law firm should be and it hereby is authorized and directed to take all actions which, in the opinion of counsel, are necessary and proper for the institution and completion of the aforementioned legal proceedings, in the event the ASSOCIATION pursues its stated intention to seek arbitration of the matter.