

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Third Floor Conference Room, 3L14
June 9, 1980 8:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Written Communications from Visitors
- D. Recommended Actions:
 - 1) Approval of minutes as submitted
 - 2) Personnel items
 - a) Administrative raises
 - 3)
 - 4) Other items
- E. Old Business:
 - 1) Enrollment update
 - 2)
 - 3) Other items
- F. New Business:
 - 1) Institutional self-study of veterans services
 - 2) Tuition receipts and deductions
 - 3) Public community college act
 - 4) Higher education article
 - 5) Other items
- G. President's Report:
 - 1) Report of student trustee
 - 2) Committee meeting minutes
 - 3) Presidential assessment book
 - 4) Response to DAVTE evaluation
 - 5) Government textbook
 - 6) Student recognition publicity
 - 7) Other items

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

June 9, 1980

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on June 9, 1980 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Reigle called the meeting to order at 8:00 p.m. and the following members answered roll call:

John Fassler	Kay Fisher
Lorna Keefer	Oscar Koenig
Ann Powers	Juanita Prescott
William Reigle	

Absent: Scott Quick

Minutes: It was moved by Member Koenig and seconded by Member Prescott that the minutes of the May 27 meeting be approved with the notation that Member John Fassler was not present at this meeting. Motion voted and carried.

Summer Library Services: It was moved by Member Prescott and seconded by Member Fisher that the Board approve the expenditure of \$1,650 for professional library services during summer session, 1980. In a roll call vote, all voted aye. Motion carried.

Enrollment: President Cole presented the attached report on summer school enrollment which shows a 12.7% increase over last year at this time.

Membership Dues: It was moved by Member Fisher and seconded by Member Koenig that the Board approve the payment of \$375.00 for the 1979-80 membership dues in the Association of Governing Boards for Universities and Colleges. In a roll call vote, all voted aye. Motion carried.

Institutional Self-Study: Dean Foster presented the enclosed copy of the Institutional Self-study on Veterans Services recently completed by the Affirmative Action Committee.

Financial Data: The attached report was presented to the Board from Dean Edison which gave a listing of tuition receipts, total deductions for spring semester, and variable credit hours to date.

Other items: Member Prescott asked the Board members if they would like copies of the latest Public Community College Act. She also provided the Board with an article dealing with higher education and "creative alternatives to current doom and gloom projections for higher education." Discussion was held on the possibility of selling ads for the class mailers sent out each semester.

DAVTE Evaluation: The Board was presented with the response to the DAVTE evaluation. They were asked to review this report and be ready to act on it at the next meeting.

President's Report: There was no report from the student trustee since Scott Quick was not in attendance. Dr. Cole reported on committee meeting minutes, the Presidential Assessment Handbook ordered for the Board members, the textbook written by faculty members, Fred Nesbit and Robert Wharton, and news releases describing academic achievements of three SVC Honors graduates.

Executive Session: At 8:42 p.m. it was moved by Member Keefer and seconded by Member Koenig that the Board adjourn to executive session to discuss administrative evaluation and collective bargaining.

Regular Session: At 10:15 it was moved by Member Fassler and seconded by Member Powers that the Board return to regular session. In a roll call vote, all voted aye. Motion carried.

Administrative Raises: It was moved by Member Prescott and seconded by Member Powers that the Board approve the attached list of pay raises for administrators as recommended. In a roll call vote, all voted aye. Motion carried.

Adjournment: Since there was no further business, it was moved by Member Powers and seconded by Member Keefer that the Board adjourn. The next regular meeting will be 8:00 p.m. on June 23, 1980. Motion voted and carried.

The meeting adjourned at 10:17 p.m.

Respectfully submitted:



Kay Fisher, Secretary

June 9, 1980

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

In accordance with previous Board discussions and presidential recommendations, the following raises for administrators for the 1980-81 fiscal year are submitted for formal Board approval. It should be noted that the total proposed increase is \$32,750 which represents a composite increase of 9.45%.

Name	1979-80 Salary	Proposed Increase	1980-81 Salary	%Increase
Marlier, Ron	\$ 22,200	\$ 2,400	\$ 24,600	10.8
Holtam, Dick	20,500	1,800	22,300	8.8
Foster, Don	25,000	3,000	28,000	12.0
Strickland, Jim	24,000	2,000	26,000	8.4
Kime, Jan	23,500	2,350	25,850	10.0
Pintozzi, Frank	21,500	2,500	24,000	11.6
Seguin, Mike	22,000	2,200	24,200	10.0
Sagmoe, John	27,000	2,700	29,700	10.0
Edison, Bob	33,000	2,000	35,000	6.1
Schilling, Ron	23,000	2,300	25,300	10.0
Gelander, Ralph	22,000	3,000	25,000	13.6
Clevenger, Walt	23,000	2,500	25,500	10.9
Pfeifer, Alan	18,000	2,000	20,000	11.2
Welch, Norm	20,000	2,000	22,000	10.0
Barber, Jim	21,840	-0-	21,840	0
Totals	\$346,540	\$32,750	\$379,290	9.45

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 9, 1980

MEMORANDUM

TO: Sauk Valley College Board of Trustees

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Totals	\$346,540	\$32,750	\$379,290	9.45

mv

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 29, 1980

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

At the present time, Anne Keller (Instructor-Coordinator of the Nursing Assistant Program) is under administrative contract until September 1, 1980.

She was hired in March of 1980 for a period ending September 1, 1980. According to the terms of that letter of appointment, her salary would be adjusted following her reappointment upon the recommendation of her supervisor and the president.

This will have to be dealt with sometime between now and September 1, but I prefer not to issue a contract at this time until we have a comprehensive report on the enrollment for the next six week period of the nurses aide program.

mv

D-6

5-20-80

TO: BOARD OF TRUSTEES AND PRESIDENT COLE

FROM: Robert Edison *Red*

RE: Board Meeting, May 27, 1980

The Treasurer's bonds, which expire and terminate on 6-30-80, need the Board of Trustees approval to extend these bonds for the forthcoming fiscal year. The current cost and the extension thereof on an annual basis is as follows:

	Bond to		Bond to	
	6-30-80		6-30-81	
	Amount	Cost	Amount	Cost
Site & Construction	\$ 600,000	\$ 191.00	\$ 700,000	\$ 214.00
Surety Bond	1,200,000	195.00	2,000,000	325.00

RECOMMENDATION: Board of Trustee approval to purchase Treasurer's bonds and accept the Surety Bond as of 5/27/80.

RE:fsb

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 9, 1980

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: Dr. George E. Cole

SUBJECT: Summer 1980 Registration

Following is the enrollment report as of this afternoon. You will note that the most comparable figures for 1979 reflect registration at the close of the first day of late registration.

Walt Clevenger estimates that we will register between 400 and 500 more credit hours before the end of the first day. At the present time we are 12.7% ahead of last year and it is very probable that we may go 15% beyond last year and show a 20% increase at the end of the registration period. At a later day, actual enrollments will be analyzed in order to provide more information on the financial implications of this increase.

Dates	Students	Credit Hours	Time
Summer 1980	1,216	4,976	3:00 p.m.
Summer 1979	1,235	4,417	8:30 p.m.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE May 19, 1980

MEMORANDUM

TO: Dr. George E. Cole

FROM: Don Foster, AAO

SUBJECT: Institutional Self-study Veterans Services

Pursuant to the requirements of the Vietnam Era Veteran's Readjustment Act, 42 U.S.C. 2012-14 (1974) and Executive Order 11246, 30 Fed. Reg. 12319 (1965) as amended by Executive Order 11375, 36 Fed. Reg. 17444 (1971) Vietnam era veterans are included as a protected category under affirmative action. As a public institution of higher education, the college is responsible for compliance with affirmative action regulations in order to qualify for federal grants and contracts. This self-study is submitted as evidence of the college's commitment to providing educational services for Vietnam era veterans.

HISTORICAL RECORD OF SVC VETERANS PROGRAM

Sauk Valley College established an Office of Veterans Affairs during the first year that VCIP funding was available in the Fall of 1973. The college has seen the enrollment of veterans reach a peak of 968 veterans taking 9,135 credit hours in the Spring of 1976. Since that time, there has been a gradual enrollment decrease in veterans, and the current registration for the Fall of 1979 is 330 veterans.

The veterans coordinating position has been eliminated with the reduction of VCIP funding and replaced for the 1979-80 year with a full-time position of veterans advisor. This staff person reports to the Director of Financial Aids.

The Veterans Office continues to provide a variety of educational services concerning GI Bill benefits, Illinois Military Scholarship Program, tutorial services, federal workstudy program, and on-campus and community-wide informational programs on educational services for area vets. Non-educational services in the area of employment, information, testing, and economic planning are also provided.

The following is a summary of veterans enrollment:

	<u>Vets Enrolled</u>	<u>Cr/Hr Vets</u>	<u>Cr/Hr College</u>	<u>Vets %</u>
Fall 1975	927	8636	27369	31.4
Spring 1976	968	9135	26289	34.6
Summer 1976	369	1845	5504	33.5
Fall 1976	682	6023	24957	24.1
Spring 1977	733	6574	25468	25.7
Summer 1977	290	1145	4182	27.5
Fall 1977	561	4771	23744	20.0
Spring 1978	513	4256	19395	22.0
Summer 1978	202	820	4593	18.0
Fall 1978	402	3339	22057	15.1
Spring 1979	422	3428	18963	18.1
Fall 1979	330	2709	20445	13.3

Projections for the future indicate a continual reduction in veterans enrollments at Sauk Valley College as qualified veterans in the district decrease. Future staffing of the Veterans Affairs Office will be determined on the basis of funds available from future VCIP grants and actual veteran enrollments.

SPECIFIC FINANCIAL ASSISTANCE PROGRAMS FOR VETERANS AT SVC

GI Bill Benefits

The Veteran's Administration will pay veterans to attend Sauk Valley College under the GI Bill if they served continuously for 181 days or more or were released for a service-connected disability--providing that their separation was other than dishonorable. Moreover, disabled veterans may be eligible to receive payment under Vocational Rehabilitation Programs as an alternative to the GI Bill. The allowance is increased for those veterans with dependents.

Illinois Military Scholarship

Veterans who were residents of Illinois when they entered the military service are eligible to receive the Illinois Military Scholarship. Applicants must have a discharge which is other than dishonorable and have served at least one year of active duty. Both Vietnam era veterans and Post-Korean veterans are eligible for the Illinois Military Scholarship. This scholarship pays the tuition cost of attending college regardless of whether or not the veteran receives the GI Bill benefits.

Short-Term Loans

Veterans can obtain short-term loans through the Veteran's Affairs Office at Sauk Valley College. These loans are available for emergency use for items such as books, student fees, and other school related expenses. The veteran can borrow from \$25.00 to \$100.00 for a period of time ranging from 30 to 90 days.

Veteran's Affairs Office

The Veteran's Affairs Office has both a full-time Veteran's Coordinator and a Veteran's Representative on campus. The main function of this office is to provide service and information in regard to all VA benefits. The following list of services are provided for veterans on a regular basis:

1. Tutoring for veterans
2. Discharge updating
3. Assistance with locating or replacing DD214 forms
4. G.E.D. completion
5. Transfer assistance to or from other schools or colleges
6. V.A. and SVC loan program assistance
7. Problems involving overpayment or underpayment of veterans benefits
8. Assistance in receiving an evaluation of credit for military training
9. Help in resolving any problems with the V.A.
10. Help with program changes
11. V.A. counseling
12. Assistance in applying for disabled veteran's benefits and programs
13. Help in applying for benefits for widows, wives, sons and daughters of deceased or disabled veterans

In addition the Veteran's Affairs Office fulfills an important social function by providing a friendly and helpful atmosphere that is supportive of the veteran while attending college. It also serves as a liaison with the Counseling Department, the academic divisions, and other college offices. Finally, the Veteran's Affairs Office monitors the attendance of veterans and processes forms and applications with state and federal agencies that provide services to veterans.

Conclusion

Sauk Valley College has an excellent record of providing services for veterans--especially Vietnam era veterans. Recruitment of veterans as students and employees has been an ongoing priority throughout the past decade. Once on campus, every effort has been made to make the veteran feel welcome and provide the necessary support services to help him or her benefit from his or her educational experience at Sauk Valley College.

VETERANS ADMINISTRATION
**APPLICATION AND ENROLLMENT CERTIFICATION FOR
INDIVIDUALIZED TUTORIAL ASSISTANCE**
(Chapter 34 or 35, Title 38, U.S.C.)1. VA FILE NUMBER (If Chap. 35, enter suffix in the
PAYEE NO. Box.)

PAYEE NO.

IMPORTANT — Before completing this form, read the instructions on the reverse.
Type or print answers in ink. If additional space is required, attach separate sheets
and key answers to item numbers. Return this form to the VA office where your
records are located.2. VA OFFICE WHERE YOUR RECORDS ARE
LOCATED (If known)FILE
DESIG.

V

3. NAME OF APPLICANT (First, Middle, Last)

5. TELEPHONE NO. OF APPLICANT

4. NAME OF VETERAN (If other than applicant)

6A. INPUT ADDRESS
FOR VA USE ONLY

6B. MAILING ADDRESS (Number and street or rural route, city or P.O., and State)

7. ZIP CODE

FOR VA USE ONLY

FOREIGN MAIL CODE

☐ 1 - YES ☐ 2 - NO8. NAME OF COURSE OR CURRICULUM IN
WHICH YOU ARE CURRENTLY ENROLLED9. CREDIT HOUR OR
CLOCK HOUR LOAD10. FINAL EDUCATIONAL, PROFESSIONAL,
OR VOCATIONAL GOAL(DO NOT WRITE IN THIS SPACE)
(VA DATE STAMP)

11. UNIT SUBJECT(S) IN WHICH YOU HAD A DEFICIENCY REQUIRING INDIVIDUALIZED TUTORIAL ASSISTANCE

12. NAME, POSITION AND ADDRESS OF TUTOR

13. SCHEDULE AND CHARGES FOR TUTORIAL ASSISTANCE

MONTH AND YEAR (A)	EXACT DATES OF SESSIONS (B)	NO. OF HOURS OF INSTRUCTION THIS MONTH (C)	CHARGE PER HOUR (D)	TOTAL CHARGES THIS MONTH (E)

I CERTIFY THAT: (1) The facts stated above are true and correct; (2) I received the tutorial assistance shown
above.

FOR VA USE ONLY

TOTAL PAYMENT DUE

14. DATE SIGNED

15. SIGNATURE OF APPLICANT (Do not print)

I HEREBY CERTIFY THAT: (1) I gave the applicant the tutorial assistance as shown above; (2) The charges to the applicant were as shown above;
(3) Individualized tutorial assistance was given to the applicant; (4) I am not a close relative (spouse, parent, brother, sister) of the applicant.

16. DATE SIGNED

17. SIGNATURE OF TUTOR (Do not print)

IT IS HEREBY CERTIFIED THAT: (1) The individualized tutorial assistance for the unit subject(s) shown above was required for the satisfactory pur-
suit of the student's approved program; (2) The tutor named above is qualified to conduct individualized tutorial assistance; (3) The charges do not ex-
ceed the customary charges for such tutorial assistance.

18. NAME AND ADDRESS OF EDUCATIONAL INSTITUTION

19. INDICATE WHETHER SCHOOL IS COLLEGE, JUNIOR COLLEGE OR OTHER
THAN COLLEGE LEVEL (Check appropriate box)☐ COLLEGE
(4 YEAR)☐ JUNIOR COLLEGE
(2 YEAR)☐ OTHER THAN
COLLEGE LEVEL

20. DATE SIGNED

21. SIGNATURE AND TITLE OF CERTIFYING OFFICIAL

PENALTY — Willfully false statements as to a material fact in a claim for education is a punishable offense and may result in the forfeiture of these or
other benefits and in criminal penalties.

FOR VA USE ONLY

APPROVAL DATE

SIGNATURE OF ADJUDICATOR

STATION NUMBER

INFORMATION AND INSTRUCTIONS

PRIVACY ACT INFORMATION: No payments may be made for tutorial assistance unless a completed application form has been received (38 U.S.C. 1692 and 1733). The information requested is necessary to determine your entitlement to this benefit. The responses which are submitted may be disclosed outside the Veterans Administration as permitted by law.

ELIGIBILITY: An eligible person (other than an inservice student enrolled under the Predischarge Education Program) who has a deficiency in a unit subject required as part of, prerequisite to, or indispensable to the satisfactory pursuit of, his or her approved program, and who is pursuing a post secondary program of education on a half time or more basis at an educational institution, may receive a supplementary allowance for individualized tutorial assistance necessary to correct the deficiency. A passing, but noncredit grade may be a deficiency.

CLAIMS FOR SUPPLEMENTARY ASSISTANCE: After completion of the tutorial assistance, this form must be completed in part by the student, the tutor and a certifying official of the school.

1. The student should complete Items 1 through 13 of the application, date and sign Items 14 and 15. In Item 11, the student must show the individual unit subject(s), e.g. Math 101, for which he/she needs tutoring. In Item 13, the student should report the month and year and exact dates of each session, the number of hours of instruction for the month which is being claimed, the charge per hour, and the total charges for the month.
2. The tutor must complete Items 16 and 17. The tutor must verify the information reported by the applicant, certify that individualized tutorial assistance was given to the applicant and that the tutor is not a close relative (spouse, parent, brother, sister) of the applicant.
3. An official of the school must complete Items 20 and 21 by certifying that the tutorial assistance was required for the satisfactory pursuit of the student's approved program, that the charges do not exceed the customary charges for such assistance, and that the tutor is qualified to conduct corrective individualized tutorial assistance. The individuality of the assistance must be established.
4. The completed form with the certifications of the student, the tutor and the school official should be submitted to the VA office where the student's records are located.
5. The claim must be timely received as tutorial assistance may only be authorized for tutoring received within the 1-year period prior to the date the claim was received in the VA.

PAYMENTS: The supplementary assistance allowance will be paid at the rate of the monthly cost of tutorial assistance not to exceed \$69 per month. This is in addition to the regular monthly rate of educational assistance allowance payable while in pursuit of the approved program of education.

ENTITLEMENT: Tutorial assistance is limited to a maximum of \$828. No charge will be made against the student's basic entitlement to educational assistance for any tutorial assistance received.

INDIVIDUAL TUTORIAL ASSISTANCE REQUEST
(Group Tutoring is not VA Approved)

NAME _____ DATE _____

ADDRESS _____

VA FILE # _____ TELEPHONE _____

I request VA Tutorial Assistance in the following course/courses

_____. For the semester _____

This request is made for the following reason (s) _____

I agree to provide assistance and act as tutor for the above named Veteran, in the courses listed, during the school term specified. I further certify that I am qualified to provide Tutorial assistance by previous education and/or experience, and will submit such evidence upon request to the Veterans Administration or the school.

TUTOR _____ ADDRESS _____

PHONE _____ TITLE OR POSITION _____

FEDERAL REGULATIONS REQUIRE that (1) Tutoring is essential for the student's satisfactory pursuit of his/her program (2) the tutor is qualified to conduct the tutoring activity (3) the charges do not exceed customary charges for tutorial assistance.

VETERANS ADMINISTRATION REGULATIONS PROHIBIT any relative of the Veteran to be designated as a tutor.

APPROVED _____ NOT APPROVED _____

Rate per hour _____

Certifying Official _____

Date _____

We claim and certify that the following is an accurate and complete record of the tutoring as specified and requested on the reverse side of this sheet.

Month _____

DATE	HRS.

DATE	HRS.

DATE	HRS.

Month _____

Month _____

Month _____

TUTOR'S SIGNATURE _____

STUDENT'S SIGNATURE _____

DATE _____

APPLICATION

Illinois Veterans' Scholarship

NAME _____ Soc Sec # _____
 Last First MI
 ADDRESS _____
 Street or P.O. Box # City Stat Zip Code

1. Were you a resident of Illinois at the time of entering the U.S. Armed Forces?
 Yes () No ()
2. Did you leave the State of Illinois, but was a resident of Illinois until at least six (6) months prior to entering the U.S. Armed Forces?
 Yes () No ()
3. Were you a student at a state-controlled college, university, or community college at the time of entering the U.S. Armed Forces?
 Yes () No ()
4. Did you return to the State of Illinois within six (6) months after leaving the U.S. Armed Forces?
 Yes () No ()
5. Are you currently in the U.S. Armed Forces?
 Yes () No ()
6. Have you been in or did you serve in the U.S. Armed Forces for one (1) or more years?
 Yes () No ()
7. Date(s) of active service: From _____ to _____
8. Branch of service _____ 9. Type of discharge _____
10. Have you used the Illinois Veterans' Scholarship at this or any other state-controlled college, university, or community college?
 Yes () No ()
11. If so, what school(s)? _____ From _____ to _____
12. Have you included your DD 214, or Report of Separation and other supporting evidence?
 Yes () No ()
13. When do you expect to begin using the scholarship at the institution you are now applying for? _____

" I hereby affirm that the above statements offered in support of my application for the Illinois Veterans' Scholarship are true and correct, and I herein give my consent to those Agencies involved with the Scholarship to examine and/or release information concerning this file only on a need-to-know basis".

 Applicant's Signature

 Date

***** To Be Completed By The College *****

Application approved () Date _____ Initial _____
 Application is not approved () Undergoing verification () Date _____ Initial _____

 Signature and Title of School Official

 Date

FEDERAL

BURIAL ALLOWANCE—Available for any wartime veteran, or those peacetime veterans who are receiving compensation at time of death, or who were discharged or retired for a disability received in the line of duty.

BURIAL FLAG—Veterans of all wars, Mexican Border Campaign, with service after January 31, 1955, and certain peacetime veterans, shall be eligible for a flag.

NATIONAL CEMETARY BURIAL—Veterans of all wars, Korean Conflict period, Viet Nam era, peacetime service, and certain members of their families, are eligible. Arlington National Cemetery has certain qualifying conditions.

GRAVE MARKER OR HEADSTONE—For veterans of all wars, Korean Conflict period, Viet Nam era and peace-time service. Last period of service must have terminated honorably.

COMPENSATION—Available to veterans of all wars, Korean Conflict period, Viet Nam era, and peacetime service, who are discharged by injury or disease incurred in or aggravated by active service in the line of duty and released or discharged under honorable conditions.

COMPENSATION FOR SERVICE—CONNECTED DEATHS BEFORE JAN 1, 1957—Amounts payable to eligible widow, child or dependent parents, are not affected by deceased veteran's rank or length of service.

DEPENDENCY AND INDEMNITY COMPENSATION FOR SERVICE-CONNECTED DEATHS ON OR AFTER JAN. 1, 1957—For eligible dependents of deceased servicemen of all wars, Korean Conflict period, Viet Nam era and peacetime. Payments under this benefit may vary depending on the deceased veteran's rank and other factors at time of death.

PENSION FOR NON-SERVICE-CONNECTED DEATHS—For widows and children of wartime veterans, Korean Conflict period, and Viet Nam era, who died from non-service-connected conditions and meet income and other qualifying conditions.

FEDERAL CIVIL SERVICE PREFERENCE—Veterans of all wars, Korean Conflict period and post-Korean period, shall be given priority for referral in training programs or job opening. Disabled veterans will be given first consideration.

REEMPLOYMENT RIGHTS—Available to veterans of all wars, including peacetime, Korean Conflict period, Viet Nam era. Resoration by former private employer or the Federal Government to the position the veteran would have held, had he or she not been in service. Qualifying conditions to be satisfied relative to reemployment.

UNEMPLOYMENT COMPENSATION—Available to veterans with at least 90 days of continuous active duty, unless discharged sooner because of service-connected disability—amounts payable vary.

BENEFITS

FHA HOME MORTGAGE INSURANCE FOR VETERANS—90 days of service in the U.S. Armed Forces, released or discharged under conditions other than dishonorable—less than 90 days acceptable for extrahazardous duty.

FARM LOAN BENEFITS—Farmers Home Administration supervisory, credit and management advice to farm and rural families. This is a multi-purpose type loan.

VA GI LOANS—HOMES—Available to veterans and eligible widows, WW II, Korean Conflict period, and post-Korean period, including Viet Nam era, and servicemen still on active duty with at least two years of active duty.

HOSPITALIZATION—VA HOSPITALS—First priority to veterans for treatment of service-connected disabilities, and veterans who have a service-connected disability needing treatment for a disability not related to the service-connected condition. Veterans with wartime service, Korean Conflict period, post-Korean period, and Viet Nam era, may be admitted for treatment of a non-service-connected condition. Emergency conditions shall be given immediate consideration.

OUTPATIENT MEDICAL CARE—Available to veterans discharged or retired under conditions other than dishonorable and in need of treatment for a disability incurred in, or aggravated by military service.

EDUCATIONAL BENEFITS—For children, wives and widows of veterans whose death or permanent total disability was service-connected.

PENSION, NON-SERVICE—CONNECTED DISABILITIES—Available to veterans of wartime service, Korean Conflict period, Viet Nam era, who were discharged under other than dishonorable conditions after 90 or more days service or because of a service-connected disability, who are permanently and totally disabled, and who meet the other qualifying conditions.

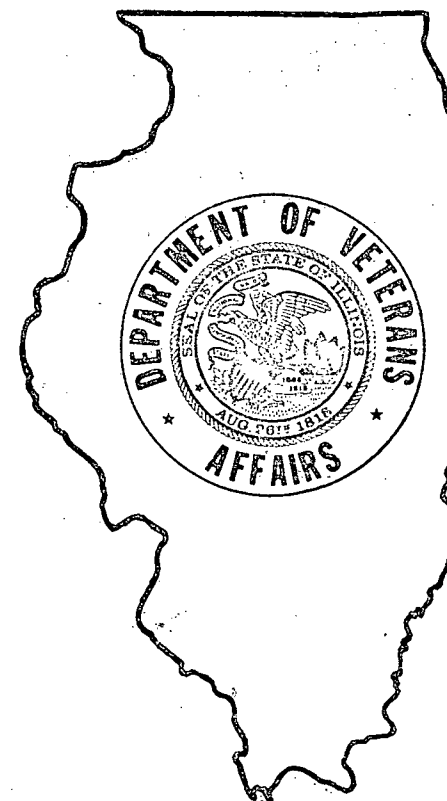
VOCATIONAL REHABILITATION—For disabled veterans of WW II, Korean Conflict period, Viet Nam era, and certain peacetime veterans. The benefit is complex and any disabled veteran should investigate entitlement and benefits derived from this program.

EDUCATION—Available to veterans who served for more than 180 days, and who were released under conditions other than dishonorable. Eligibility expires 10 years following date of last separation. All benefits end December 31, 1989.

FOR FURTHER INFORMATION REGARDING ALL BENEFITS DUE YOU OR YOUR DEPENDENTS, CONTACT A LOCAL REPRESENTATIVE OF THE ILLINOIS DEPARTMENT OF VETERANS' AFFAIRS.

Illinois Department of Veterans' Affairs

POST OFFICE BOX 5054
126 WEST JEFFERSON STREET
SPRINGFIELD, ILLINOIS 62705



DEPARTMENT OF VETERANS AFFAIRS
611 FIRST AVENUE
SPRINGFIELD, ILLINOIS 62701

For detailed information concerning benefits, contact the Department in Springfield or your local Illinois Department of Veterans' Affairs office.

LOCAL OFFICE ADDRESS
DEPARTMENT OF VETERANS AFFAIRS
611 FIRST AVENUE
SPRINGFIELD, ILLINOIS 62701

ILLINOIS DEPARTMENT

THE ILLINOIS DEPARTMENT OF VETERAN'S AFFAIRS is a State agency created for the purpose of assisting veterans, servicemen, their dependents and survivors.

The Director and employees of this Department shall, at the request of the veteran, the dependent or survivor, endeavor to obtain for the requester any benefit or advantage due to such person under the law of the United States, the State of Illinois, or any other State or Governmental agency, by reason of the veteran's military service.

The Department maintains offices strategically located throughout the State, and staffed with qualified personnel to assist in the filing of claims.

BONUS—WWII—A bonus of \$10 per month for domestic service and \$15 per month for foreign service is payable to Illinois residents who served on active duty from September 16, 1940, and prior to September 3, 1945, and received an honorable discharge.

—KOREAN—A \$100 bonus is payable for service from June 27, 1950, and prior to July 27, 1953, if veteran received the Korean Service Medal, was honorably discharged, and was a resident of Illinois 12 months before entering service. Survivors of the veteran are also eligible to receive this benefit.

—VIET NAM—A \$100 bonus is payable for service from January 1, 1961, and prior to June 30, 1974. The claimant must have been an Illinois resident for at least 12 months prior to entering service, and a recipient of the Viet Nam Service Medal. Survivors are also entitled to receive the benefit due to a deceased veteran; if the death is service-connected and from the period specified, the survivor shall be paid \$1000.

—POW—To persons on active duty with the Armed Forces of the United States or employed by the United States Government on or after January 1, 1961, who were residents of Illinois 12 months prior to entry, and who were taken and held prisoner by hostile forces in Southeast Asia, such persons are entitled to \$50 for each month or portion thereof while being held captive.

BURIAL—County Boards are required to provide an allowance up to \$300 and to appoint suitable persons to have charge of the burial of indigent veterans, their mothers, fathers, wives, widows, or minor children. Dependent relatives receiving public assistance are not eligible.

GRAVE REGISTRATION—The ILLINOIS DEPARTMENT OF VETERANS' AFFAIRS shall maintain a record of all veterans buried in the State of Illinois. Undertakers are required to prepare war graves registration cards of U.S. war veterans for this purpose, and veterans organizations are authorized to aid in collecting this data.

OF VETERANS'

CARTAGE AND ERECTION OF GOVERNMENT MARKERS—When a headstone or marker has been furnished by the Federal Government, the ILLINOIS DEPARTMENT OF VETERANS' AFFAIRS shall pay the allowable reimbursement amount for the setting of such marker. A cemetery association may not prohibit the erection of a monument or headstone provided by the United States for the grave of a veteran.

VETERANS' SCHOLARSHIP—The Illinois Veterans' Scholarship covers In-State and In-District tuition and fees at any State-controlled college, university, or community college in Illinois. This scholarship is granted to any veteran who received a discharge under honorable conditions; who was an Illinois resident six months prior to entering the service and claimed residency within six months after separation; who served at least one (1) year after or served for less than one year prior to August 11, 1967.

MIA/POW SCHOLARSHIP—The dependents of a veteran or serviceperson who has been declared by the U.S. Department of Defense or the U.S. Veterans Administration to be a prisoner of war, missing-in-action, have died as the result of a service-connected disability or be permanently disabled from service-connected causes with 100% disability and who, at the time of entering service was an Illinois resident or was an Illinois resident within six (6) months of entering service may be eligible for the Scholarship. An eligible dependent is entitled to full payment of tuition and certain fees to any state supported Illinois institution of higher learning consisting of the equivalent of four calendar years of full-time enrollment including summer terms (i.e. 120 points).

STATE APPROVAL UNIT OF THE DEPARTMENT OF VETERANS' AFFAIRS—Approves training for veterans in the areas of higher education, apprenticeship training, on the job training, and flight schools.

EDUCATIONAL OPPORTUNITIES FOR CHILDREN OF VETERANS: Financial aid is provided annually to assist in education of each child of a veteran who died or became totally disabled as a result of the Armed Forces during World Wars I or II, the Korean Conflict period, or beginning February 1, 1955, until such individuals are no longer eligible for induction under the Universal Military Training and Service Act.

HONORARY SCHOLARSHIPS—Each county in the State is entitled to an honorary scholarship in the State University for the benefit of children of veterans of World Wars I or II, and the Korean Conflict period; preference being given to children of deceased and disabled veterans. The Board of Trustees of the University may, from time to time, add to the number of honorary scholarships, when such additions will not create unnecessary financial burdens on the university.

ILLINOIS VETERANS HOME—Nursing or domiciliary care shall be provided to any person with military service of 90 days or more during a wartime period, the Korean Conflict, or during any

AFFAIRS

period of time now or in the future recognized by the Veterans Administration as a period of war. The veteran must either have been an Illinois resident upon entry into the service, or have resided in the State of Illinois for the five years preceding application for admittance into the home. Other qualifying conditions, as required, must be met. Wives or widows may also qualify for admittance.

HOUSING TAX EXEMPTION—This exemption is allowed on the assessed value of property for which Federal funds have been used for the purchase or construction of specially adapted housing for as long as the veteran, his wife, or unremarried widow resides on the property.

SPECIALLY ADAPTED HOUSING—Assistance is provided for certain disabled veterans for the purpose of acquiring suitable dwelling units with special fixtures or moveable facilities made necessary by the veteran's permanent and total service-connected disabilities.

EMPLOYMENT PREFERENCE: STATE GOVERNMENT—Provisions for granting appropriate preference in entrance examinations to former members of the Armed Forces.

REEMPLOYMENT RIGHTS UNDER THE SERVICEMEN'S EMPLOYMENT TENURE ACT: Restoration by prior employer to the position the veteran would have held had he or she not been in service.

LICENSE FOR MOTOR VEHICLE—A disabled veteran who has a service-connected disability incurred during service and whose disability entitled him to an automobile from the Federal Government, or has a total service-connected disability may be issued a special license, without charge, for a motor vehicle of the 1st Division.

FREE PARKING FOR DISABLED VETERANS—Vehicle bearing special handicap registration plates are exempt from a statute or ordinance imposing time limitations on parking except for where parking is prohibited.

LICENSE—Fishing-hunting—Fishing and hunting licenses are not required for certain disabled persons who meet necessary requirements.

PUBLIC RECORDS—Certified copies of public records will be furnished without charge (within the State of Illinois) when needed in connection with claims for veteran's benefits. Honorable Discharges are recorded free of charge.

STATE FAIR—Honorably discharged veterans and their families shall be admitted free on the day set aside for Veterans' Day, when they properly identify themselves.

NOTARY SERVICE—Free Notary Service will be provided to Illinois Veteran Clients.

VETERANS MONEY TREE

The following chart shows what a veteran can receive from the Veteran's Administration for Educational Assistance:

FULL TIME (12 or more credits):	
Single	\$311
Married	370
Married/one child	422
Married/two children	448
Each Additional Child	26
THREE QUARTER TIME (9, 10, 11):	
Single	\$233
Married	277
Married/one child	317
Married/two children	336
Each Additional Child	19
HALF TIME (6, 7, or 8 credits):	
Single	
Married	\$156
Married/one child	185
Married/two children	211
Each Additional Child	224
	13

NEW VETERANS CHECKLIST

- ___ DD 214 _____ copies
- ___ Marriage Certificate (copy)
- ___ Birth Certificates (copy)
- ___ Divorce Decree _____
- ___ Your VA file number ❖
- ___ VA form 1990
- ___ VA form 1995
- ___ SVC Admission Application
- ___ SVC Re-Admission Application
- ___ Vets Scholarship Application

VETERAN'S AFFAIRS OFFICE

The Veteran's Affairs Office at Sauk Valley College can help you with:

- (1) Free tuition for Illinois vets.
- (2) Tutoring for veterans.
- (3) Discharge upgrading.
- (4) Lost or missing DD 214.
- (5) Completion of GED.
- (6) Transfer to another school.
- (7) VA and SVC loans.
- (8) Overpayment problems.
- (9) College credit for Military Schooling.
- (10) Problems with the VA.
- (11) Change of Program.
- (12) VA Counseling.
- (13) Programs for Disabled Veterans.
- (14) Widows, wives, sons, and daughters of deceased or disabled veterans.

PROGRAMS FOR VETS AT SVC

There are two year degree programs and one year certificate programs offered at Sauk Valley College. There are also transfer programs for BA-BS candidates. The following chart shows the Collegiate Transfer Degree Programs:

Agriculture	Business
Anthropology	Chemistry
Architecture	Economics
Art	Elementary Education
Biology	English
	Foreign Language
	Spanish

Geography	Pre-Medical
History	Pre-Dental
Liberal Arts	Pre-Pharmacy
Mathematics	Pre-Optometry
Music	Pre-Veterinary
Physical Education	Psychology
Physics	Secondary Education
Political Science	Sociology
Pre-Engineering	Special Education
Pre-Law	Speech

COLLEGE TECHNICAL DEGREE PROGRAMS

Agriculture Department (Business Management); Health Department (Assoc. Degree Nursing, Medical Lab Technician, Radiologic Technology); Public Service Department (Food Preparation and Service, Human Services, Library Technology); Public Safety Department (Criminal Justice); Business Department (Accounting, Data Proc., Marketing, Management, Secretarial Science); Industrial (Automotive, Construction, Electronics, Mech. Design, Welding).

COLLEGE VOCATIONAL CERTIFICATES

Agriculture (Business Management, Ornamental Hort.); Business Department (Accounting, Data Proc., Real Estate, Management, Marketing, Secretarial, Office Machines, Banking); Health Department (Dental Asst., Prac. Nursing); Industrial (Automotive, Construction, Industrial Maintenance, Electrician, Mach. Drafting, Welding); Public Safety (Fire Control); Public Service (Cosmotology, Food Services, Human Services).



VETERANS GUIDE to SAUK

Compliments of
Veteran's Affairs Office
Sauk Valley Junior College
Dixon, Illinois 61021

FINANCIAL ASSISTANCE PROGRAMS

G. I. BILL BENEFITS

The Veteran's Administration will pay you to attend Sauk Valley College under the G.I. Bill if you served continuously for 181 days or more or were released for a service-connected disability, and if your separation was other than dishonorable.

Disabled veterans may be eligible to receive payment under Vocational Rehabilitation Programs as an alternative to the G.I. Bill. The allowance is increased for those veterans with dependents.

If you are applying for the Bill for the first time, you must submit an "Application for Program of Education" (VA form 21E-1990) and a copy (not the original) of your "Report of Separation" (D.D. 214 form) to the college Veteran's Affairs Office along with any marriage certificates, divorce decrees, death certificates, and children's birth certificates (if any are applicable).

If you are accepted at Sauk Valley College and have transferred from another institution using the G.I. Bill, you must complete a "Request for Change of School" (VA form 21E-1995) and submit it to the college Veteran's Affairs Office.

Veterans going to school under the G.I. Bill could wind up in debt to the Federal Government if they drop courses or receive non-punitive grades under certain conditions. A recent Congressional amendment to the G.I. Bill requires the agency retroactively to cancel assistance payment for a course dropped without a grade. This applies in cases when a course is completed but the grade assigned is ignored by the school for graduation requirements. The new regulation is a major change in the G.I. Bill benefits payments policy and does not apply when the situation was caused by circumstances beyond the students control. The new law provides that the VA may not pay educational benefits for any part of a course which is not used in computing graduation requirements. VA payments will be terminated retroactively to the beginning date of the term. Therefore, students enrolled under the G.I. Bill are urged not to drop a course or request a non-punitive grade until they have contacted their school's Veteran's Affairs Office.

STATE APPROVING AGENCY

The State Approving Agency (SAA) for veteran's benefits sets guidelines and policies for all schools that are approved for veterans education in Illinois. SAA has recently issued new policies. These new regulations that affect the student veteran most directly are:

(1) The veteran must make satisfactory progress toward timely graduation. (Veterans who receive too many W, F, and I grades are identified as making unsatisfactory progress and cannot receive further educational benefits unless a Veterans Administration psychologist approves). (2) When two or more subjects are undertaken and the veteran fails or withdraws from both or all classes he will be determined to have made unsatisfactory progress. Again, a VA psychologist must approve before the veteran can receive further benefits. (3) Schools must report to the VA the last date of active class attendance in cases of class withdrawal.

STATE PROGRAMS

Illinois Military Scholarship: If all of the following applies to you, you may eligible to receive free tuition through the State of Illinois: (1) you were a resident of Illinois when you entered the service, (2) you left Illinois no more than six months before entering the service and returned no more than six months from separation, and maintained instate residence for one year before applying to an institution, and (3) have a discharge other than dishonorable, having served in active duty for at least one year. You need to simply complete an application form and include a DD 214 form. Post-Korean Veterans (those veterans that have no more entitlement remaining and do qualify

for the Illinois Military Scholarship can still apply even though the Federal Benefits are gone), so you can still complete your degree program tuition free if you wish.

CAMPUS SHORT-TERM LOANS

Short-term loans are available through the Veteran's Affairs Office at Sauk Valley College. These loans are for emergency use such as books, tuition payments, and school-related situations. You can borrow anything from \$25 to \$100 from a 30 day period up to a 90 day period. Further information about this loan program can be obtained at the Veteran's Affairs Office, 1C4.

FULL-TIME STAFF

Sauk Valley College Veteran's Affairs Office is fortunate to have both full-time Veteran's Coordinator and Veteran's Representative on Campus. Our Vet-Rep is Mike Otto, a Vietnam era veteran with three years of active duty in the Army. He received his degree under the G.I. Bill benefits. Jack Dignan Vets' Advisor, is a former Navy Lieutenant who served four and one-half years during W.W.II. He received his B. S. Degree from Bradley University. Their main function is to provide service regarding all VA benefits a vet may be eligible for. Stop in and let them give you a complete rundown on the G.I. Bill benefits.

Department of Adult, Vocational & Technical Education
March 3-6, 1980

CONCLUSIONS	RECOMMENDATIONS	SUGGESTED IMPROVEMENTS
<p>9. The Learning Resource Center (LRC) is to be commended for increasing its holdings of book and non-book materials to support occupational programs. These materials have been requested by faculty, students and community members. Librarians are available as resource persons during fall and spring semesters, but are not adequately available during the summer session.</p>	<p>9. Re-evaluate the assignment of LRC professional staff during the summer to meet the needs of students and faculty.</p>	

Concerns

1. The administrative structure for Admissions and Records, the Learning Resource Center, the Academic Skills Center, and the area of grants and gifts will bear close and continuous evaluation.
2. The College recruitment, admissions, and orientation functions are not working in an adequate manner. The lack of professional training and experience in the administration of recruitment and admissions areas is quite evident. A re-assessment and analysis of these functions should be conducted.
3. Professional library services should be available during the summer term on a more consistent and systematic basis.
4. The academic advising program has been identified by the students as a significant problem area. Self-advising, even among full-time students has resulted in an excessive number of scheduling errors. Perhaps a study should be undertaken to determine the causes of these problems. The study should include an assessment of faculty office time and accessibility to students during other than classroom hours.

FINANCIAL RESOURCES

Financial affairs are the responsibility of the Dean of Business Services who reports directly to the President of the College. He also serves as Treasurer to the Board of Trustees. In addition to the usual functions of accounting, budgeting, payroll, and so on, the Dean of Business Services is also responsible for buildings and grounds.

The financial resources are primarily from a local property tax, State appropriations, and tuition.

7-1
JUANITA PRESCOTT

Route 3, Hickory Hills

Sterling, Illinois 61081

May 15, 1980

Dr. George Cole
Sauk Valley College
Rural Route 1
Dixon, Illinois 61021

Re.: ICCTA Proposed Changes in Bylaws

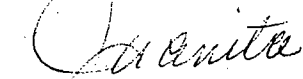
Dear George,

Enclosed are copies of data received regarding the above.

Please put copies in the next board packet for the boards
review and consensus before I return the ballot.

Thank you.

Yours truly,



Juanita Prescott

JP/je

c.c. Bill Reigle

RECEIVED MAY 19 1980

Board Letter

Trustees Association

May 13, 1980

Twenty-one colleges were represented at the May 10 meeting at the Sheraton Inn, Springfield.

LEGISLATION - David Viar reported that SB1576 has been reported out of the appropriations committee and is now on second reading in the Senate. The bill currently stands at the BHE level. However, the committee also recommended two amendments to the Senate. Amendment #1 will reduce the bill to the governor's level, a reduction of \$2 million. Amendment #2, sponsored by Senator Buzbee, would add money to the credit hour grants to make more money available for salary increases. This would be an addition of \$1.6 million over the governor's level.

BY-LAWS CHANGES - Three proposed changes in the By-Laws were discussed by the Board of Representatives. The proposals had been presented at the April meeting as required in the By-Laws. Amending the By-Laws requires a majority vote of the membership (20 votes).

1. This proposal would revise the dues structure to make dues assessments dependent upon a flat fee and a per cent of appropriated grants per district. The proposal received 19 "yes" votes, one "no" and one abstention.
2. This proposal would require that a majority of those voting at the annual meeting would be able to elect the officers, rather than a majority of the total membership. The proposal received 18 "yes" votes and one "no" vote.
3. This proposal would add the immediate past president of the association to the executive committee.

Because of the lower-than-usual attendance at the May meeting, it was not possible to achieve the needed majority, although the votes cast in favor of the proposals were overwhelmingly positive. Therefore, the board voted unanimously to submit the proposals to the voting representatives from each college through a mail ballot. The ballot is to be returned to the ICCTA Office by June 2.

NEW TRUSTEES WORKSHOP - This workshop was held at the same time as the Board of Representatives meeting. It drew 23 registrants. The workshop presented several seminar sessions designed to orient the new trustees to their responsibility on the local level and on the state level.

ANNUAL MEETING - The annual meeting of the association will be held on June 13-14. A full schedule of events is printed on the back of this board letter. The executive committee has decided that the following awards will be presented during the awards banquet on Friday evening, June 13. Outstanding legislators: Senator Kenneth Buzbee (D-Carbondale), and Representative George Ryan (R-Kankakee). Honorary Membership: Dr. Fred Wellman, Mr. Hugh Hammerslag and Representative William Walsh. Certificate of Merit: Charles Cuthbertson, Lawrence Day, Paul Gilson, Daniel Kennedy, Ronald Miller, Charles Nihan, James Richmond and Dr. Howard Sims.

The Board Letter is prepared for distribution to college Board members by the ICCTA Representative. Further information about ICCTA actions may be obtained from your Board Representative or the Springfield office, 3085 Stevenson Drive, Springfield 62703, Telephone 217/529-3115

F-2

June 3, 1980

TO: BOARD OF TRUSTEES AND PRESIDENT COLE
FROM: Robert Edison *Bob*
RE: Board Meeting, June 9, 1980

Enclosed herein is the report of financial data related to Tuition and Tuition Deductions as requested several years ago by the auditors.

I would be happy to answer any questions at the meeting which might arise as a result of this report.

RE:fsb

Attachment

NET TUITION RECEIPTS AND DEDUCTIONS

<u>Deductions from Tuition</u>	<u>Spring 1975</u>	<u>Spring 1976</u>	<u>Spring 1977</u>	<u>Spring 1978</u>	<u>Spring 1979</u>	<u>Spring 1980</u>
1. Tuition Refunds	5,597.20	13,026.00	13,925.80	12,745.60	12,051.00	11,178.00
2. Employee Waivers	2,982.20	4,198.60	6,846.00	6,003.00	6,413.40	8,178.20
3. Bad Debts	529.20	526.00	135.00	3,403.67	4,632.30	(170.60)
4. Senior Citizens	3,302.00	7,669.20	17,235.00	18,738.00	23,794.00	31,920.00
5. EOG Waivers	966.40	1,635.00	1,735.50	1,133.00	2,185.60	-0-
6. Total Deductions	<u>13,377.00</u>	<u>27,054.80</u>	<u>39,877.30</u>	<u>42,023.27</u>	<u>49,076.30</u>	<u>51,105.60</u>
7. Actual Tuition Receipts	291,089.68	394,271.45	362,901.05	323,344.57	355,866.40	416,588.68
8. Actual Mid-term Cr.Hrs.	22,394	28,108	26,645	22,970	22,051	22,562
9. Tuition Received/Mid Term Credit Hours (Line 7÷8)	13.00	14.03	13.62	14.08	16.14	18.46
10. Tuition Charged/Cr.Hr.	13.00	14.00	14.00	15.00	17.00	19.00
11. Variable/Credit Hours	<u>-0-</u>	<u>+ .03</u>	<u>- .38</u>	<u>- .92</u>	<u>- .86</u>	<u>- .54</u>

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 9, 1980

MEMORANDUM

TO: Sauk Valley College Board of Trustees

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

SUBJECT: Summer Services in the Library

The attached memorandum from Dean Sagmoe and Frank Pintozzi demonstrates that it is the opinion of these administrators and myself that library services during the summer months is important.

In the past, we have provided partial services by juggling and re-arranging the schedules of the library personnel. For the expenditure of \$1,650 we can provide total library service for this year's summer school. Normally this expenditure would be approved with the annual budget, however, the expenditure will begin July 1 and Dean Sagmoe would like to work out the schedule for this as soon as possible.

RECOMMENDATION: Board approval of the expenditure of \$1,650 for library services during summer session, 1980.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 9, 1980

MEMORANDUM

Dr. Cole

FROM: John Sagmoe

RE: FY-81 BUDGET ALLOCATION - LEARNING RESOURCE CENTER

In preparing the FY-1981 budget, I am recommending that the equivalent of one month's salary be allocated to the LRC Center. This recommendation is based on the attached recommendations of Dr. Pintozzi, the accrediting agencies that have visited us this past year, and my personal observations and experiences this past year.

In the past, we have had the LRC staff take off 10 days of work during the regular year and then report for duty during the summer. This system was okay for awhile, but it is now presenting a number of problems, and there is a need to have all the LRC staff present during the regular year. This year we had the LRC staff take off 5 days each during the year, and they will be repaying those days by working the month of June. Based on the current average salary for the LRC staff, the cost of having a full month of work from the LRC staff would be approximately \$1,650. It is recommended that this amount be included in our FY-81 budget, and pending approval, the appropriate LRC staff member or members will be scheduled for duty this summer after July 1.

jmb

attachments

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE 6-9-80

MEMORANDUM

TO: John Sagmoe

FROM: Dr. Pintozzi

SUBJECT: Request for a Change in the Summer Staffing of the Learning Resource Center

As you know, for the last four summers, professional duties for the library occurred by releasing the librarians and A-V specialist from 10 working days during the regular school year. Each LRC professional then worked the equivalent of 10 days in the library during summer school.

Over the years, several problems arose with this system. For one, scheduling for acquisitions, technical processing, and A-V services was disrupted during as much as six weeks of the school year because each professional had to take time off on different days to maintain minimal functions. Secondly, this year's evaluation reports by both DAVTE (Department of Adult, Vocational and Technical Education) and the North Central Visitation team indicate that the needs of students and faculty were not being adequately met through this arrangement (see attachments).

Through discussions with you and the LRC staff, I am recommending that an allocation of one month's salary be included in the FY'81 library personnel budget. In this way, the librarians will have taken 5 working days this year and will be paid the equivalent of 5 days salary beginning July 1. This arrangement will better meet my staffing needs for summer school services for students and faculty in the Learning Resource Center.

jh

enclosures

SAUK VALLEY COLLEGE BOARD OF TRUSTEES SPECIAL MEETING

June 18, 1980

The Board of Trustees of Sauk Valley College met in special meeting at 5:00 p.m. in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: Chairman Reigle called the meeting to order at 5:00 p.m. and the following members answered roll call:

John Fassler	Kay Fisher
Lorna Keefer	Ann Powers
Juanita Prescott	William Reigle

Absent: Oscar Koenig Scott Quick


Executive Session: At 5:02 p.m. it was moved by Member Powers and seconded by Member Fisher that the Board adjourn to executive session to discuss collective bargaining. Motion voted and carried.

Regular Session: At 6:00 p.m. it was moved by Member Prescott and seconded by Member Keefer that the Board return to regular session. Motion voted and carried.

Adjournment: Since there was no further business, it was moved by Member Powers and seconded by Member Fassler that the Board adjourn. The next regular meeting will be 8:00 p.m. on June 23, 1980 in the Board Room.

The meeting adjourned at 6:02 p.m.

Respectfully submitted:



Kay Fisher, Secretary