

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Third Floor Conference Room, 3L14
August 25, 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) Approval of Treasurer's Report
- 3) Approval of current bills for payment
- 4) Approval of current payroll journal
- 5) Personnel matters
 - a) Resignations
 - b) Recommendation for new appointments
- 6) Approval of RAMP/CC Report
- 7) Acceptance of grant from
Northwestern Illinois Area Agency
on Aging
- 8) Acceptance of software donation from
Patten Industries

E. Old Business:

- 1)
- 2)

F. New Business:

- 1) Approval of contract with Department of
Mental Health and Developmental Disabil-
ities
- 2) Representation to ACCT (Association of
Community College Trustees)

G. President's Report:

- 1) Student Trustee report
- 2) Enrollment report for fall semester
- 3) Progress report on gym column repair
project
- 4)
- 5)

H. Time of the Next Meeting

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

August 25, 1980

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on August 25, 1980 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Workshop: The Board met at 6:30 p.m. to discuss advisory committees for the college and goals for the current year. The attached guidelines for these committees were presented for the Board's information.

President Garner reported that the instructional staff and administration had reviewed the ICCB and North Central findings and suggestions for the college. In addition, at Orientation the professional staff were assigned to groups to discuss various sections of these reports. These reactions will be compiled into written reports and sent to the Board at a later date.

Dr. Garner reviewed portions of the North Central and ICCB reports with the Board and asked for their reaction to each.

In regard to administrative structure at the college, Dr. Garner noted that he would like to see the services of a professional consultant to study this item. He said he would gather the raw material, set up guidelines (by determining functions) and then share the material with a professional consultant. He said he would like to set a March 1 deadline for this activity.

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

John Fassler
Lorna Keefer
Ann Powers

William Reigle
Oscar Koenig
Juanita Prescott

Absent: Scott Quick Kay Fisher

Secretary
Pro-tem: Due to the absence of Kay Fisher, Secretary, Lorna Keefer was appointed Secretary Pro-tem.

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

Treasurer's Report: It was moved by Member Prescott and seconded by Member Powers that the Board approve the Treasurer's Report as presented. In a roll call vote, all voted aye. Motion carried.

Bills Payable: It was moved by Member Prescott and seconded by Member Koenig that the Board approve the bills in the following amounts:

Educational Fund	\$230,429.24
Building Fund	13,382.34
Site & Construction Fund	5,345.00

In a roll call vote, all voted aye. Motion carried.

Payroll: It was moved by Member Keefer and seconded by Member Koenig that the Board approve the payroll of July 31 in the amount of \$223,297.43 and the payroll of August 15 in the amount of \$65,458.15. In a roll call vote, all voted aye. Motion carried.

Resignations: It was moved by Member Prescott and seconded by Member Koenig that the Board accept with regret the resignation of JoAnne Levan, Secretary, and Fred Meyer, Groundsman, and authorize the administration to fill these vacancies. Motion voted and carried.

Personnel: It was the consensus of the Board that the personnel recommendations should be discussed in executive session.

RAMP/CC: It was moved by Member Keefer and seconded by Member Koenig that the Board approve the RAMP/CC report for submission to the ICCB, that the Board authorize the Chairman to file the authorization request for capital funds as a part of the report, and that the last sentence - "I further certify that the local funds for the projects requested are available, should the project be approved." - be removed from this authorization request as the college is not liable for these funds. In a roll call vote, all voted aye. Motion carried.

NIAAA Grant: It was moved by Member Koenig and seconded by Member Prescott that the Board accept the award of \$1,400 from the Northwest Ill. Area Agency on Aging to be used for the Senior Studies program. Motion voted and carried.

Donation: It was moved by Member Koenig and seconded by Member Fassler that the Board accept the donation of training software materials from Patten Industries, Inc. Motion voted and carried.

Zoological Museum Donation: It was moved by Member Prescott and seconded by Member Koenig that the Board approve the donation of an Alaskan polar bear to the SVC Zoological Museum. This specimen was donated by Paul Reynolds of Orange City, Florida.

Dixon Developmental Center: It was moved by Member Koenig and seconded by Member Prescott that the Board approve the contract of \$7,476.50 for the completion of fall classes and the contract of \$13,587.50 for fall, spring and summer classes with the Ill. Department of Mental Health for the Practical Nursing Classes at the Dixon Developmental Center. In a roll call vote, all voted aye. Motion carried.

ACCT Convention: Discussion was held on the ACCT Convention to be held in Hawaii. Member Koenig noted that he was interested in attending this convention, but that he would pay his own expenses.

President's Report: President Garner reported that enrollment as of this date was 2,262 students for 21,939 credit hours. This compares with last year's of 1,166 students for 18,941 hours or a 12.1% increase in hours.

Arrival: Member Kay Fisher arrived at 8:44 p.m.

Executive Session: At 8:45 p.m. it was moved by Member Fassler and seconded by Member Powers that the Board adjourn to executive session to confer with counsel. Motion voted and carried.

Regular Session: At 10:22 p.m. it was moved by Member Powers and seconded by Member Fassler that the Board return to regular session. Motion voted and carried.

Personnel: It was moved by Member Fassler and seconded by Member Koenig that the Board approve the employment of Connie Hamann as an instructor of Psychology at Step 5 of the Instructor level at a 10-month contract of \$14,035. Motion voted and carried.

It was moved by Member Fassler and seconded by Member Koenig that the Board approve the employment of Doris Cox as instructor in the Academic Skills Area at Step 5 of the Assistant Professor level at a 10-month contract of \$16,305. Motion voted and carried.

It was moved by Member Prescott and seconded by Member Fisher that the Board approve a one-year

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Personnel: instructional faculty term appointment for Anne
(continued) Keller. Motion voted and carried.

Adjournment: Since there was no further business, it was moved by Member Powers and seconded by Member Prescott that the Board adjourn. The next regular meeting will be 8:00 p.m. on September 8. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 10:25 p.m.

Respectfully submitted:

Lorna Keefer
Lorna Keefer, Secretary Pro-tem

Board Meeting of
August 25, 1980

Agenda Item D-5b

PERSONNEL RECOMMENDATIONS

The following persons are presented for appointment to the professional staff:

Connie L. Hamann
Instructor of Psychology

Ms. Hamann will be placed on Step 5 of the instructor classification of the faculty salary schedule. Her 10-month contract will be \$14,035.

Doris Cox
Asst. Professor
Academic Skills

Ms. Cox will be placed on Step 5 of the assistant professor classification of the faculty salary schedule. Her 10-month salary for 1980-81 will be \$16,305.

RECOMMENDATION: We recommend the employment of Connie Hamann and Doris Cox for the 1980-81 academic year.

Doris B. Cox

Prophetstown, IL 61277

EDUCATION

B.S. Ed. Northern Illinois University, 1971

M.S. Ed. in Reading, Northern Illinois University, 1977

EXPERIENCE

Newman High Reading and History 1979-80

Sauk Valley College Reading and GED 1977-80

Dillon Scholl Title I Reading 1978-79

Rock Falls, Jr. High Reading 1978 (Spring)

St. Mary's Sterling Grades 3 and 6 1971-77

RESUME FOR:

CONNIE HAMANN

PRINCETON, ILL. 61356

HOME PHONE -

OFFICE PHONE -

EDUCATION: 1969- Illinois State University, Normal, Illinois.
1972 B.S. degree in Education
Major: psychology
Minors: sociology & business

1974- Illinois State University, Normal, Illinois.
1976 M.S. degree in Psychology

1976- Illinois State University, Normal, Illinois & Northern Illinois University, DeKalb, Illinois.
present Post-graduate work in psychology.

EMPLOYMENT: Sept. 1973- Riverside Hospital, Kankakee, Illinois.
Sept. 1974 I worked on a psychiatric unit as a mental health therapist. Basic responsibilities included seeing people individually as well as being co-therapist for group sessions, and screening intakes.

Jan. 1975- Mental Health Center of LaSalle County, Ottawa, Illinois.

I worked as an out-patient therapist seeing individuals, couples, and families. The majority of my caseload consisted of adolescents. I was also responsible for psychological testing and for supervising a Master's level intern from Illinois State University.

In addition I contracted through the Mental Health Center with Mendota Community Hospital, Mendota, Illinois for the following lengths of time and job responsibilities:

Jan. 1975- I worked in a detoxification program for alcoholism and drug abuse in screening patients and developing follow-up programs. I established Sept. 1976 a social service program for Mendota Community Hospital which was primarily aimed at working with the non-medical aspects of patient care.

May 1977- I returned to Mendota Community Hospital to help establish an in-patient alcoholism treatment unit. Responsibilities included conducting communication, assertion, and relaxation training groups as well as individual and conjoint therapy.

May 1978- Fall 1978- I was a part-time instructor for the College of St. Francis, Joliet, Illinois.

Fall 1978- I co-instructed a couple communication workshop for the Wholistic Health Center, Mendota, Illinois.

Nov. 1978- I am employed at Covenant Childrens Home, Princeton, Illinois. I am responsible for establishing treatment plans, seeing adolescents in individual, group, and family therapy. In addition I act as a consultant to child care workers in regard to basic management issues.

WORKSHOP & TRAINING EXPERIENCES:

May-June 1975 I participated in an "Empathy Training" seminar that was conducted by George Williams College, Downers Grove, Illinois.

Nov. 1975- I attended a two day alcoholism conference at Lutheran General Rehabilitation Center, Des Plaines, Illinois.

April 1976- I participated in a two day workshop on "Adolescents and Birth Control" which was sponsored by Planned Parenthood, Bloomington, Illinois.

May 1976- I completed a transcendental meditation course from Illinois State University, Normal, Illinois.

May 1977- I attended the four day Midwest Association of Behavior Analysis conference in Chicago, Illinois.

Nov. 1977- I attended the two day workshop on "Women and Alcoholism" that was sponsored by the Department of Mental Health in Des Plaines, Illinois.

May 1978- I attended the Midwest Association of Behavior Analysis.

Nov. 1978- I participated in a workshop on "The Use of Paradoxes" at The Center for Family Studies, Chicago, Illinois.

Feb. 1978- I received a week's advanced training in family therapy from The Center for Family Studies (Family Institute), Chicago, Illinois.

Sept. 1979

I attended a three day Personal Growth Workshop which was led by Chuck and Jan Kramer of the Family Institute.

PROFESSIONAL
ORGANIZATIONS:

American Psychological Association,
Associate Member

Illinois Psychological Association

REFERENCES:

Available upon request.

Board Meeting of
August 25, 1980

Agenda Item D-6

APPROVAL OF RAMP/CC

Copies of the RAMP/CC (Resource Allocation Management Plan for Community Colleges) were distributed at the July 28 meeting.

The Board should approve the report for submission to the Illinois Community College Board.

RECOMMENDATION: The Board of Trustees of Sauk Valley College approve the RAMP/CC report for submission to the ICCB, and

That the Board authorize the Board Chairman to file the authorization request for capital funds as a part of the report (as per the attached).

mv

AUTHORIZATION REQUEST FOR CAPITAL FUNDS

I hereby certify that the Board of Trustees of Sauk Valley College, District No. 506, meeting in regular session on August 25, 1980, with a quorum present officially authorized the submission of the attached capital budget request. I certify that the Board reviewed and approved the attached program statement(s), scope statement(s) and budget(s). I further certify that the local funds for the project(s) requested are available, should the project(s) be approved.

Signed _____

Chairman, Board of Trustees
Sauk Valley College

Board Meeting of
August 25, 1980

Agenda Item F-1

CONTRACT FOR PRACTICAL NURSING
PROGRAM - ILLINOIS DEPT. OF MENTAL HEALTH

It is time to renew our contractual commitment with the Dixon Developmental Center for the Practical Nursing Academic Program. The actual contract is with the Illinois Department of Mental Health and Developmental Disabilities.

This program has been a very positive one for both Sauk Valley College and the Developmental Center. 20 students participated in the program that started last December (see the first contract) with 19 set to graduate in December of 1980.

Two contracts are now needed to continue the program:

1. Fall Semester Conclusion	\$7,476.50
2. New Program (Fall-Spring-Summer Semesters) starting September 1980 through June 30, 1981. 10 Students	13,587.50

RECOMMENDATION: That the Board approve these two contracts as proposed.

mv

<p>State of Illinois Department of Mental Health and Developmental Disabilities SCHEDULE E – Contract Detailed Specifications</p>	<p>Estimated</p>	CONTRACT NUMBER	CONTRACT
		5078	Page 1 of 7 Pages
		Contract Amount	SCHEDULE
		\$ 7,476.50	Page 1 of 1 Pages

THE PROVISIONS OF THIS CONTRACT ARE SUBJECT TO APPROPRIATION OF FUNDS BY THE CURRENT GENERAL ASSEMBLY.

Term of Contract: From 8-25-80 through 12-20-80
(Beginning Date) (Ending Date)

License No. _____

FALL SEMESTER CONCLUSION

Sauk Valley College agrees to provide all courses required for the completion of the Practical Nursing Academic Program for nineteen (19) Dixon Developmental Center employees who have met the criteria for admission into the aforementioned program. Determination of what constitutes required courses shall be according to the dictates of the established Practical Nursing Curriculum in conjunction with the assessment of each individual student by the Practical Nursing Academic Program Coordinator of Sauk Valley College. Hours in attendance for classroom and clinical experience, as required by the Practical Nursing Academic Program, shall be verified by the aforementioned Coordinator and reported to the Dixon Developmental Center on a weekly basis. Also, at the end of the semester, a scholastic status report for each enrollee shall be forwarded to the Dixon Developmental Center.

In return for the above stated services Dixon Developmental Center agrees to pay Sauk Valley College full cost of tuition at the rate of \$20.00 per credit hour, full cost of miscellaneous educational materials estimated to be \$6.50 per enrollee and a National League of Nursing exam charge estimated to be \$7.00 per enrollee.

Sauk Valley College shall submit billing for the above stated services in accordance with their usual billing routine.

"THIS SCHEDULE E IS EXPRESSLY MADE A PART OF SCHEDULE C, ATTACHED HERETO AND MADE A PART HEREOF. PARTIES AGREE TO PERFORM ACCORDING TO THE GENERAL SPECIFICATIONS IN SAID SCHEDULE C AND TO THE DETAILED SPECIFICATION IN THIS "SCHEDULE E", AND NEITHER IS TO BE CONSIDERED SEPARABLE. CONTRACTOR HAS REVIEWED SCHEDULE C AND CERTIFIES THAT HE IS IN COMPLIANCE WITH ARTICLES 2, 3, 6 AND 9.

Signature of Contractor	Signature of Department Director
Signature of City Director	Execution date

Christian J. Simonsen

State of Illinois Department of Mental Health and Developmental Disabilities SCHEDULE E – Contract Detailed Specifications	CONTRACT NUMBER 5100	CONTRACT Page 1 of 7 Pages
	Contract Amount	SCHEDULE
	Estimated \$ 13,587.50	Page 1 of 1 Pages

THE PROVISIONS OF THIS CONTRACT ARE SUBJECT TO APPROPRIATION OF FUNDS BY THE CURRENT GENERAL ASSEMBLY.

Term of Contract: From 8-25-80 through 6-30-81
 (Beginning Date) (Ending Date)

License No. _____

FALL-SPRING-SUMMER SEMESTERS

Sauk Valley College agrees to provide all courses required for the completion of the Practical Nursing Academic Program for ten (10) Dixon Developmental Center employees who have met the criteria for admission into the aforementioned program. Determination of what constitutes required courses shall be according to the dictates of the established Practical Nursing Curriculum in conjunction with the assessment of each individual student by the Practical Nursing Academic Program Coordinator of Sauk Valley College. Hours in attendance for classroom and clinical experience, as required by the Practical Nursing Academic Program, shall be verified by the aforementioned Coordinator and reported to the Dixon Developmental Center on a weekly basis. Also, at the end of each semester, a scholastic status report for each enrollee shall be forwarded to the Dixon Developmental Center.

In return for the above stated services Dixon Developmental Center agrees to pay Sauk Valley college full cost of tuition at the rate not to exceed \$25.00 per credit hour, full cost of all required textbooks estimated to be \$179.25 per enrollee, full cost of all miscellaneous educational materials estimated to be \$113.50 per enrollee and a National League of Nursing exam charge estimated to be \$10.00 per enrollee.

Sauk Valley College shall submit billing for the above stated services in accordance with their usual billing routine.

THIS SCHEDULE E IS EXPRESSLY MADE A PART OF SCHEDULE C, ATTACHED HERETO AND MADE A PART HEREOF. PARTIES AGREE TO PERFORM ACCORDING TO THE GENERAL SPECIFICATIONS IN SAID SCHEDULE C AND TO THE DETAILED SPECIFICATION IN THIS "SCHEDULE E", AND NEITHER IS TO BE CONSIDERED SEPARABLE. CONTRACTOR HAS REVIEWED SCHEDULE C AND CERTIFIES THAT HE IS IN COMPLIANCE WITH ARTICLES 2, 3, 6 AND 9.

nature of contractor	Signature of Department Director
nature of city Director	Execution date

Christine J. Simonsen