

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
2K2 Faculty Dining Room Second Floor
December 7, 1981 7:30 p.m.

- A. Call to Order
- B. Roll Call
- C. Written Communications from Visitors
- D. Approval of November 23 Minutes
- E. Organization of New Board
 - 1. Nomination & Election of Chairperson
 - 2. Nomination & Election of Vice Chairperson
 - 3. Nomination & Election of Secretary
 - 4. Appointment of Treasurer
 - 5. Appointment of Board Attorney
- F. Designation of Depositories of Funds
- G. Determination of Date & Time of Board Meetings
- H. Confirmation of Board Policies
- I. Special Report:
Planning for Long Range Planning
- J. Executive Session
- K. Other

NOTICE

The Sauk Valley College Board of Trustees will meet at 6:00 p.m. at Emerald Hill Country Club (Blue Room), Sterling, IL. for dinner to welcome and orient new Trustees Groharing and Mandrgoc.

Office of the President
December 3, 1981
mv

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

December 7, 1981

The Board of Trustees of Sauk Valley College met in regular meeting at 7:30 p.m. on December 7, 1981 in Room 2K2 of Sauk Valley College, Rural Route #5, Dixon, Illinois.

Call to Order: Chairman Reigle called the meeting to order and the following members answered roll call:

John Fassler	Kay Fisher
Lorna Keefer	Oscar Koenig
Ann Powers	Juanita Prescott
William Reigle	Steve Falzone
David Mandrgoc	Richard Groharing

Minutes: It was moved by Member Prescott and seconded by Member Fisher that the Board approve the minutes of the November 23 meeting as presented. Motion voted and carried.

Organization of the New Board: Chairman Reigle officially welcomed the two new Board members, Richard Groharing and David Mandrgoc.

He then called for nominations for Chairman of the Board of Trustees.

Chairman: It was moved by Member Powers and seconded by Member Koenig that Juanita Prescott be nominated for chairperson. There were no further nominations. In a roll call vote, the following was recorded: Ayes; Members Fassler, Fisher, Koenig, Mandrgoc, Groharing, Powers, and Falzone. Member Prescott abstained. Motion carried.

Vice-Chairman: It was moved by Member Fisher and seconded by Member Fassler that Ann Powers be nominated for Vice-chairperson. There were no further nominations. In a roll call vote, the following was recorded: Ayes; Members Fassler, Fisher, Koenig, Mandrgoc, Groharing, Prescott and Falzone. Member Powers abstained. Motion carried.

Secretary: It was moved by Member Fassler and seconded by Member Powers that Kay Fisher be nominated for Secretary. There were no further nominations. In a roll call vote, the following was recorded: Ayes; Members Fassler, Koenig, Mandrgoc, Groharing, Powers, Prescott, and Falzone. Member Fisher abstained. Motion carried.

- Departure: Mr. Reigle then repeated his welcome to new members Groharing and Mandrgoc and turned the chair over to Juanita Prescott. He said he and Mrs. Keefer wished the Board well and commended them on their new leadership.
- Treasurer: It was moved by Member Powers and seconded by Member Fisher that the Board reaffirm the appointment of Robert Edison as Treasurer of the Sauk Valley College district. In a roll call vote, all voted aye. Motion carried.
- Depositories: It was moved by Member Powers and seconded by Member Mandrgoc that the Board designate all banks in the college district and Harris Trust and Savings of Chicago as legal depositories for the funds of the college. Member Groharing then explained his personal interest in the Whiteside County Bank. In a roll call vote the following was recorded: Ayes; Members Fassler, Fisher, Koenig, Mandrgoc, Powers, Prescott and Falzone. Member Groharing abstained. Motion carried.
- Resolutions: It was moved by Member Fisher and seconded by Member Powers that the Board present the attached resolutions to William Reigle and Lorna Keefer in recognition of their many years of service to Sauk Valley College. Motion voted and carried.
- Meetings: It was moved by Member Mandrgoc and seconded by Member Fisher that the Board designate the fourth Monday of each month as the regular meeting date at 7:30 p.m. Motion voted and carried.
- Next Meeting: It was moved by Member Fassler and seconded by Member Fisher that the regular Board meeting of December be rescheduled for December 21 at 7:30 p.m. Motion voted and carried.
- Board Policies: It was moved by Member Fisher and seconded by Member Falzone that all existing policies and regulations of the Board be continued until altered, amended or abolished. Motion voted and carried.
- Long-range Planning: Karen Shapton, Director of Planning and Resource Development, presented the attached report on long-range planning at the college.
- Executive Session: At 8:50 p.m. it was moved by Member Fisher and seconded by Member Powers that the Board

Executive
Session:
(continued)

adjourn to executive session to discuss
Grievance #20, collective bargaining, and
possible acquisition of land. Motion voted
and carried.

Regular
Session:

At 9:55 p.m. it was moved by Member Powers and
seconded by Member Koenig that the Board
return to regular session. Motion voted and
carried.

Discussion on
Orientation of
New Board
Members:

Dr. Garner briefly discussed the following items
in regard to the orientation of new Board
members:

1. Glossary of terms
2. Home town areas of students
3. ACCT document on "Common Concerns
Among Community College Presidents
and Trustees".
4. Date for a facility tour

Adjournment:

There being no further business, it was moved
by Member Powers and seconded by Member Fassler
that the Board adjourn. Motion voted and
carried.

The Board adjourned at 10:10 p.m.

Respectfully submitted:



Kay/Fisher, Secretary

ORIENTATION FOR TRUSTEES

December 7, 1981

A. INTRODUCTIONS

B. RESPONSIBILITIES OF TRUSTEES

1. As outlined in policy 109.01 "Duties on Responsibilities of the Board of Trustees."
2. Inter-related role with President and administration.
3. Illinois Community College Act

C. PROCEDURES AND FUNCTIONS

1. Code of Conduct
 - a) Sauk Board Ethics - (Policy 116.01)
 - b) Association of Governing Board (AGB)
2. Illinois Community College Board (ICCB)
"Redbook" of guidelines and procedures.
3. Evaluation of President & Treasurers

D. RELATIONSHIPS

1. National
 - a) Association of Governing Boards (AGB)
 - b) Association of Community College Trustees (ACCT)
2. State
 - a) Illinois Community College Trustee Association (ICCTA)
 - b) Northwestern Regional Trustee Association
3. Local
 - a) Constituents
 - b) Fellow Trustees
 - 1) Open Meetings
 - c) President
 - d) Faculty
 - 1) Formal - (Collective Agreement)
 - 2) Informal
 - g) Administration/Classified Staff
 - f) Students

E. INFORMATIVE MATERIALS

1. Policy Manual
2. Audit FY 81
3. RAMP/CC
4. Administrative Organization
5. Staff Roster
6. Trustee Roster
7. ICCTA "Policies for Tomorrow"
8. SVC District 506 Map
9. Administrative Salary Guidelines
and Schedule
10. Faculty Contract
11. Community College Code
- * 12. Glossary of Acronyms
13. Catalog of Other Publications
14. College Closing Procedure
- * 15. Distribution of Students by Community
16. Staff Roster

F. TOUR OF FACILITIES

G. OTHER

* Copies for continuing trustees as well as new trustees

For Board Meeting
of December 7, 1981

Agenda Item H

CONFIRMATION OF BOARD POLICIES

The following resolution should be used for the confirmation of all board policies:

....that all existing policies and
regulations of the Board be continued
until altered, amended or abolished.

The Board will want to consider passage of the same or an amended resolution.

For Board Meeting
of December 7, 1981

Agenda Item F

DESIGNATION OF DEPOSITORIES
OF FUNDS

In previous years the following resolution has been used for the designation of funds:

...that the Board designate all banks in the college district and Harris Trust and Savings Bank of Chicago as legal depositories for the funds of the college.

The Board will want to consider passage of the same or an amended resolution.

RESOLUTION

WILLIAM E. REIGLE

December 7, 1981

WHEREAS, Mr. William E. Reigle has served eleven years as trustee in a consistently high level of commitment and distinction; in a manner that revealed individual warmth, perception and personal stature, and

WHEREAS, Mr. Reigle served as Board Chairman for four of these years, providing leadership that inspired open deliberation, sound decisions and wise direction,

NOW BE IT RESOLVED, That the Board of Trustees extend to Mr. Reigle its sincere appreciation for his past service and best wishes for personal health and success in all his future endeavors.

RESOLUTION

LORNA KEEFER

December 7, 1981

WHEREAS, Mrs. Lorna Keefer has served seven years as trustee in a consistently supportive and distinctive manner, and

WHEREAS, Mrs. Keefer earned the respect of her colleagues on the Board and her supporters in the community for her personal poise and professional perception in the pursuit of this service.

NOW BE IT RESOLVED, That the Board of Trustees extend to Mrs. Keefer its sincere appreciation for her past service and best wishes for personal health and success in all her future endeavors.