

Sauk Valley Community College
April 21, 2025

Action Item 6.1

Topic: **Board Policy 117.01 Board Orientation – Second Reading**

Shared Ethical Values: **Sauk Valley Community College respects the worth and dignity of all people; stands for integrity and fairness; and encourages responsibility, accountability, and persistence in a caring, supportive environment.**

Presented By: **Dr. David Hellmich**

Presentation:

The administration continues its process of reviewing all Board policies annually. Board Policy 117.01 *Board Orientation* has been reviewed and updated with recommended edits.

Recommendation:

The administration recommends the Board approve the revisions to 117.01 *Board Orientation* as presented for a second reading.

Board Policy 117.01 Board Training and Orientation

1. All Trustees, excluding the Student Trustee, complete the Illinois Community College Trustees Association mandatory trustee training in years 1, 3 and 5 of the trustee's tenure.
2. An orientation to the Board and to the College is provided for all new Trustees no later than before their second Board meeting. This orientation is organized by the College President and the Assistant to the Board and President and contains, at a minimum, the following:
 - a. The Board policy manual;
 - b. A glossary of terms and associations;
 - c. Board minutes for the prior six meetings;
 - d. An overview of the College by the President;
 - e. An overview of each area of the College by the President's Cabinet representative; and
 - f. A tour of the campus.
3. Within a month of seating, the new Board member will be provided with a policy manual. The Chairperson will designate discussion of same in a regularly scheduled Board meeting or in a workshop.
4. The new Board member shall be provided with a glossary of terms and associations.
5. The administration will provide the new member with the opportunity of a tour of the facilities and staff introductions. Previously seated members are to be included if they so desire.
6. Minutes of meetings for the prior six meetings shall be provided by the administration.

Revised: 02-12-1979, 11-28-1994

Cabinet Reviewed: 02-18-2025