

**Sauk Valley Community College
March 17, 2025**

Action Item 4.7

Topic: **Retirement – Director of Human Resources**

Mission: **Sauk Valley Community College is dedicated to teaching and scholarship while engaging the community in lifelong learning, public service, and economic development.**

Presented By: **Dr. David Hellmich**

Presentation:

The Director of Human Resources, Kathryn Snow, has submitted her intent to retire effective April 30, 2025. Kathryn has been with SVCC for 20 years. In those twenty years, her performance has been consistently excellent. Her expertise is invaluable, and she is a cornerstone of logic, knowledge, and vision. Her expertise with regard to insurance and benefits is unparalleled and continues to be a great asset to Sauk. She is such an effective professional in such a critical role.

Kathryn is a quintessential human resource professional – she is a subject-matter expert, she is detail-oriented, she cares for the professional development of her colleagues, and she looks for ways her department can improve the college. SVCC is very fortunate to have had Kathryn as its chief human resource officer and very fortunate to have her as a member of the Cabinet. Kathryn truly has a professional gift.

We thank Kathryn for her service and dedication to SVCC staff and faculty and our community.

Recommendation:

The administration recommends the Board approve the retirement of Kathryn Snow, Director of Human Resources, effective April 30, 2025.

March 5, 2025

Dr. David Hellmich, President
Sauk Valley Community College
173 IL Rt. #2
Dixon, IL 61021

Dear Dr. Hellmich:

Please accept this letter as my intent to retire as of April 30, 2025.

I appreciate the opportunities that I have had at Sauk Valley Community College and have enjoyed serving the employees for twenty years as the Human Resources Director.

Sincerely,

A handwritten signature in cursive script that reads "Kathryn C. Snow". The signature is written in black ink and is positioned below the word "Sincerely,".

Kathryn C. Snow
Human Resources Director