

**Sauk Valley Community College
December 16, 2024**

Action Item 5.1

Topic: Delete Board Policies *423.01 Policy for Substitute Instruction of Regularly Scheduled Classes* and *515.01 Computer Software* – Second Reading

College Health Metric: Planning – The College conducts thoughtful, systematic planning to support future operations. Plans are updated annually or as necessary.

Presented By: Dr. David Hellmich

Presentation:

The administration continues its process of reviewing all Board policies annually. As a part of this review, the following policies were deemed no longer needed: *423.01 Policy for Substitute Instruction of Regularly Scheduled Classes* and *515.01 Computer Software*.

423.01 Policy for Substitute Instruction of Regularly Scheduled Classes

The Academic Vice President or designee shall be responsible to provide substitutes or to arrange for make-up classes due to faculty absences as appropriate.

Revised: 03-23-1981; 03-23-1987; 09-25-1989; 06-28-2004; 08-25-2008

Cabinet Reviewed: 09-24-2024

515.01 Computer Software

1. No one may make or use unauthorized copies of computer software at the College. The original license agreement for proprietary computer software used at the College shall be on file in the Office of Information Systems.
2. Prior to installation or use of any software in the computer lab facility, proof of a license agreement covering usage, number of units and installation type will be required for proprietary software purchased by the College.
3. The College will not knowingly allow anyone to duplicate or replicate copyrighted software in any manner, unless the written permission of the copyright holder is first obtained and filed in the Office of Information Systems.

Revised: 05-28-1987; 03-23-1987; 04-27-1992

Cabinet Reviewed: 10-29-2024

Recommendation:

The administration recommends the Board delete Board Policies *423.01 Policy for Substitute Instruction of Regularly Scheduled Classes* and *515.01 Computer Software*, presented for a second reading.