



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT NO. 522  
Marsh Conference Room  
Belleville Campus  
November 19, 2008**

**CALL TO ORDER**

A meeting of the Board of Trustees of Southwestern Illinois College, District No 522, was held Wednesday, November 19, 2008 in the Marsh Conference Room of the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:21 p.m.

**ROLL CALL**

Trustees present:

Nick Mance  
Robert G. Morton  
Richard Roehrkas  
Philip L. Smith  
Eugene Verdu  
Sam Wolf  
Joyce Spencer, Student Trustee

Trustee absent:

Kenneth R. Joseph

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

Chairman Mance referred to the consent agenda items to be considered by the Board of Trustees. Mr. Mance asked if any trustee desired to have any items removed from the consent agenda in order to have them considered separately. No requests were made to remove any items from the consent agenda.

**MOTION 11-19-08:01**

Mr. Verdu moved, seconded by Mr. Morton, to:

- approve the minutes of the regular Board meeting of October 15, 2008;

- approve the bills:

Education Fund	\$3,736,741.77
Operations & Maintenance Fund	379,231.16
Operations & Maintenance Fund Restricted	246,259.45
Bond & Interest Fund	1,556,614.58
Restricted Purposes Fund	327,165.80
Trust & Agency Fund	58,510.68
Liability, Protection & Settlement Fund	67,619.37
 Grand Total All Funds:	 \$6,372,142.81

- approve the FY 2008 Semi-Annual Report;
- approve first reading of proposed amendments to Board Policy #6012 and Administrative Procedure #6012AP, Information Technology Services;
- approve Modification No. 10 to Woolpert, Inc., Fairview Heights, Illinois in the amount of \$32,241.00 for re-work of architectural woodwork in the Seibert Conference Room, Resource Conference Room, and Administrative Reception Area;
- approve Change Order #001 to Rakers Electric Contracting, Inc., Aviston, Illinois in the amount of \$3,051.11 to add an AC motor control to the civil defense siren;
- award the lowest responsible bid for furniture at the Success Center in East St. Louis in the total amount of \$26,630.29 as follows:

Systems & Storage Products	Egyptian Business Furniture Belleville IL	\$ 8,969.96
Herman Miller Caper Chairs	Interior Investments Inc. St. Louis MO	\$11,186.00
Open Line Products	Egyptian Business Furniture Belleville IL;	\$ 6,474.33

- award the lowest responsible bid for asbestos abatement at the Sam Wolf Granite City Campus to General Waste Services, Inc., Alton, Illinois in the amount of \$592,985.00 for the base bid and \$11,520.00 for alternate bid #1;
- award the lowest responsible bid for capital improvements at the Sam Wolf Granite City Campus to Plocher Construction Co., Highland, Illinois in the amount of \$9,901,200.00 (\$9,783,000 base bid with alternates 1,2,3.);
- purchase three servers from Dell in the amount of \$61,192.52 plus shipping charges using bond dollars;

- accept renewal of continuing grant for Older Adults Caregiver Counseling Services from the Area Agency on Aging in the amount of \$15,000 for the period October 1, 2008 through September 30, 2009 to ensure continuation of the Caregiver Counseling Program in St. Clair County;
- accept renewal of continuing grant from the Secretary of State for the Adult Volunteer Literacy program in the amount of \$70,000 for the period July 1, 2008 through June 30, 2009 to provide volunteer tutors to adults in the areas of basic reading, math and English as a Second Language to aid adults in improving their literacy levels;
- accept renewal of continuing grant from the Secretary of State for the Family Literacy Grant program in the amount of \$35,000 for the period July 1, 2008 through June 30, 2009 to provide opportunities for families to learn and grow together;
- accept renewal of continuing grant from ICCB for the Early School Leaver program in the amount of \$158,509 for the period July 1, 2008 through June 30, 2009 to provide employment and high school completion opportunities to youth ages 16-21 in St. Clair and Madison Counties whose schooling has been interrupted;
- accept renewal of Program Improvement Grant from ICCB in the amount of \$57,365 for the period July 1, 2008 through June 30, 2009 to enhance instruction and academic support activities to strengthen and improve career and technical programs and services;
- accept renewal of College and Career Readiness grant from ICCB in the amount of \$175,000 for the period July 1, 2008 through June 30, 2009 to develop a variety of programs to lessen the amount of time first year college students spend in remedial courses;
- approve new agreement between Carlinville Area Hospital, Carlinville, Illinois and Southwestern Illinois College, District #522 to permit Allied Health (currently Radiologic Technology) students to utilize the clinical facility;
- approve renewal agreement between St. Louis Children's Hospital, BJC HealthCare, St. Louis, Missouri and Southwestern Illinois College, District #522 to permit Allied Health students (currently Nursing Education) to utilize the clinical facility at Southwestern Illinois College;
- approve new business associate agreement between Bravo Care of Edwardsville, Inc., Edwardsville, Illinois and Southwestern Illinois College, District #522 to permit Allied Health students (currently Physical Therapist Assistant) to utilize the clinical facility;
- approve new business associate agreement between Bravo Care of St. Louis, Inc., dba Rosewood Care Center, St. Louis, Missouri and Southwestern Illinois College, District #522 to permit Allied Health students (currently Physical Therapist Assistant) to utilize the clinical facility Southwestern Illinois College;

- approve new business associate agreement between Bravo Care of Alton, Inc. dba Rosewood Care Center, Alton, Illinois and Southwestern Illinois College, District #522 to permit Allied Health students (currently Physical Therapist Assistant) to utilize the clinical facility;
- approve new business associate agreement between Rosewood Care Center, Inc. of Swansea, Illinois and Southwestern Illinois College, District #522 to permit Allied Health students (currently Physical Therapist Assistant) to utilize the clinical facility;
- approve amended agreement between SWIC Foundation Title III Endowment Agreement and Southwestern Illinois College, District #522 to change the phrase “in perpetuity” in the opening paragraph to “for a period of twenty (20) years”;
- approve new agreement between Illinois Department of Transportation and Southwestern Illinois College, District #522 to provide for the SWIC CHOICE (Choosing Healthy Options Involving Community Education) team to implement educational programming;
- approve new agreement between the 20<sup>th</sup> Judicial Circuit Court of Illinois and Southwestern Illinois College, District #522 to provide for Selsius to offer driver safety classes within the jurisdictional boundaries of the 20<sup>th</sup> Judicial Circuit Court of Illinois;
- accept gift to the college;
- approve course fee adjustments;
- accept the resignation of Julie Haupt, Grants Writer, effective close of business November 14, 2008;
- accept the resignation of Thomas Johnson, Director of IT Security, effective close of business October 22, 2008;
- appoint Melody Gee as an Assistant Professor of English assigned to the Red Bud Campus effective January 12, 2009 with placement at the Master’s 0-14, Step 3 level (\$46,402) on the 2008-2009 faculty salary schedule;
- appoint Dawn Kaiser as Secretary/Word Processor effective December 8, 2008 at an annual salary of \$25,314 which is Grade 4 of the 2008-2009 SWIC Educational Employees IFT-AFT Local 6224 salary schedule;
- appoint Alicia Willmont as Secretary in the Community Education Department effective November 20, 2008 at an annual salary of \$25,314 which is Grade 4 of the 2008-2009 SWIC Educational Employees IFT-AFT Local 6224 salary schedule;

- appoint Michael Juenger as Athletic Facility and Intramural Coordinator effective November 20, 2008 at an annual salary of \$35,000 in accordance with the provisions of the Personnel Procedures for Administrators;
- appoint Melanie M. Reinhardt to the position of Communication Specialist effective November 20, 2008 at an annual salary of \$36,000 in accordance with the provisions of the Personnel Procedures for Administrators;
- grant maternity leave for Nicole Hancock, with an approximate start date of December 15, 2008; a return to work part-time January 19, 2009; and a return to work full-time January 26, 2009.

Upon a roll call vote, those members voting aye were Ms. Spencer (Opinion), Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu, Mr. Wolf and Mr. Mance. Nays: None. Absent: Mr. Joseph **PASSED**

**PLANNING AND POLICY COMMITTEE REPORT**

Chairman Mance reported no additional items from the Planning and Policy Committee.

**FACILITIES AND FINANCE COMMITTEE REPORT**

Mr. Roehrkasse brought forward the following resolutions concerning the 2008 tax levy:

**MOTION 11-19-08:02**

Mr. Roehrkasse moved, seconded by Mr. Verdu, to adopt 2008 tax levy resolutions by title only. Upon a roll call vote, those members voting aye were Ms. Spencer (Opinion), Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu, Mr. Wolf and Mr. Mance. Nays: None. Absent: Mr. Joseph **PASSED**

**MOTION 11-19-08:03**

Mr. Roehrkasse moved, seconded by Mr. Verdu, to adopt Resolution Adopting Calendar Year 2008 Tax Levy:

Education Fund	\$ 9,348,627.00
Operations and Maintenance Fund	1,983,042.00
Education and Operations and Maintenance Funds	6,487,381.00
Liability, Protection and Settlement Fund	3,100,000.00
Audit Fund	45,000.00
Operations & Maintenance Fund (Restricted)- Protection, Health & Safety Levy	2,000,000.00
Total Aggregate Tax Levy	\$22,964,050.00

Upon a roll call vote, those members voting aye were Ms. Spencer (Opinion), Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu, Mr. Wolf and Mr. Mance. Nays: None. Absent: Mr. Joseph **PASSED**

### **MOTION 11-19-08:04**

Mr. Roehrkasse moved, seconded by Mr. Smith, to adopt Resolution of Intent to Levy an Additional Tax pursuant to Section 3-14.3 of the Illinois Public Community College Act. This action will preserve the college's equity grant eligibility. Upon a roll call vote, those members voting aye were Ms. Spencer (Opinion), Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu, Mr. Wolf and Mr. Mance. Nays: None. Absent: Mr. Joseph **PASSED**

### **PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT**

Chairman Morton stated he had no additional items.

### **REPORTS**

#### **President's Report**

Met with president of Metro Link Bob Baer  
Attended Tyrone Hayes VIP Dinner - Schmidt Art Center  
Toured Kid's Club with Dr. Valerie Thaxton  
Met with Alice Warren regarding the Healing Fields event  
Foundation Office - Numerous Scholarship Photos  
Visited Lynne Schwartzhoff English 101 class  
Attended President's Council Retreat at Rend Lake Resort  
Conducted approximately 40 departmental overviews with key staff members  
Attended RCGA Public Speaker series and North Central Higher Learning  
Commission events at Chase Park Plaza Hotel, St. Louis  
Met with Clay Baitman and Dr. Paul Wreford regarding ROTC  
Met with Dr. Brent Clark  
Attended Dr. Kirchoff's Retirement Reception at Fischer's  
Met with Dave Buesch and Mike Fleming regarding Christmas tree project  
Attended MAWIB Youth Council meeting  
Met with Dr. Thaxton and Jeff O'Neil and Steve Gomric at Grizzlies Stadium to  
discuss an upcoming fund-raising event  
Met with Dr. George Kohut of District 201 regarding joint partnership of music and  
band programs  
Dedicated Kid's Club Parents' Library with Fredbird and read to the children  
Attended ICCTA President's Council meeting in Chicago

The college is planning an Energy Summit for Earth Day 2009. We are in the process of putting together panels and finalizing our keynote speaker. We'll keep you posted of the details!

We are in reach of hiring a Foundation Director! Interviews are taking place and hopefully a recommendation to the Board will be forthcoming very shortly.

Tickets are still available for the Duquesne University Tamburitzans on November 22nd at 7 p.m. at Granite City High School auditorium with proceeds going to the John Bellcoff Scholarship.

Today PSOP hosted its “Turkey in the Straw” dance with entertainment by the RSVP Orchestra. There were 180 reservations for this annual event with over 17 restaurants donating side dishes and desserts.

Illinois Access Telecommunications Corporation provides free amplified telephones to the hard of hearing of any age in the state of Illinois. After a doctor verifies hearing loss, persons can go to PSOP and select one of four phones available. This is a great community outreach.

Tickets are still available for Brighton Beach Memoirs, this year’s Three Act Play, November 21, 22, and 23 at the Belleville Campus.

College Activities will host its Holiday Reception on December 3rd from 11:00-1:00 and 6:00 - 8:00. At noon in the Quad between the Liberal Arts and Information Sciences buildings, Dr. Costello will open the ceremony with the lighting of the live evergreen tree with the assistance of children and spouses of deployed military personnel. The ceremony will continue with holiday songs and a sing-a-long. At 4:00 p.m. that same day, the Belleville Campus Green will be illuminated for the first time with 100 live trees in the shape of a Christmas tree. The trees will later be used in landscaping at all three campuses.

The College’s annual toy drive for Big Brothers and Big Sisters of Greater Belleville will kick off on December 3rd following the tree lighting ceremony.

Each month the Instructional Division will provide a report entitled Professional/Scholarly/Service Activities which will highlight faculty members and their accomplishments. These reports will be provided to the trustees and made a part of the public record.

### **Southwestern Illinois College Faculty Professional/Scholarly/Service Activities**

#### **Dr. Tina Dierkes, Associate Professor /Coordinator of Office Administration and Technology**

- Served as co-captain Phi Beta Lambda (PBL) Making Strides Against Breast Cancer team
- Attended the Illinois Coordinating Council for Career and Technical Student Organizations meeting in Springfield, IL
- Serve as the Project Director for the Illinois Coordinating Council for Career and Technical Student Organizations Grant
- Attended the Illinois PBL State Board meeting and Fall seminar series at McKendree University
- Serve as State Advisor for PBL
- Facilitates the national virtual PBL chapter by serving as one of the three advisors

#### **Sue Taylor, Professor/Coordinator, Management/Marketing**

- Attended St. Louis Regional Entrepreneurship Educators meeting at Webster University

**Elizabeth J. Dibble, Professor/Coordinator, Paralegal Studies**

- Attended American Association for Paralegal Education national conference in Dallas, TX.
- Presented “Internships: Creating a Course for Success” at American Association for Paralegal Education national conference with Assistant Professor Christie Highlander from Southwestern Illinois College
- Serves as North Central Region Director for American Association for Paralegal Education

**Mary Lutz, Associate Professor, Computer Information Systems and Office Administration & Technology**

- Presented “What’s New in Office 2007” to the staff of the Tri-Township Library in Troy
- Presented demonstration on tablet PCs to 30 seventh-grade Lewis & Clark TRIO students as part of their tour of the Sam Wolf Granite City Campus

**Charles Hannon, Associate Professor, Network Design & Administration and Computer Information Systems**

- Leading an informal study on Cisco retention with other Cisco academies throughout Illinois

**Tom Bilyeu, Associate Professor, Management/Marketing**

- Attended American Society for Quality presentation titled, “Thinking Locally and Globally in Organizational Leadership.”
- Presented on the value of “Intrinsic and Extrinsic Rewards” to regional meeting of Human Resource Managers hosted by Larry Friederich, VP of Human Resources and Organizational Development, Southwestern Illinois College

**Christie Highlander, Associate Professor, Paralegal Studies**

- Attended American Association for Paralegal Education national conference in Dallas, TX.
- Presented “Internships: Creating a Course for Success” at American Association for Paralegal Education national conference with Professor Elizabeth J. Dibble from Southwestern Illinois College
- Collaborated with Wood River high school faculty member to develop a curriculum to teach interviewing techniques, resume writing skills and post-secondary education exploration/motivation
- Participated in Susan G. Komen 3-day cancer walk. Raised \$2,200 for breast cancer research
- Authored solutions for Torts textbook for Cengage Publishing.
- Reviewed textbooks for Introduction to Paralegal Studies, Torts, Personal Injury Litigation and an online Wills class for various publishers

**Corinne Carey, Assistant Professor of Biology**

- As an instructor for the Southwestern Illinois Master Naturalist Program, she presented a session on ornithology (birds) on September 26.

**Bob Weck, Associate Professor of Biology**

- As an instructor for the Southwestern Illinois Master Naturalist Program, he presented a session on herpetology (amphibians and reptiles) on September 26. He also serves on the advisory committee for the Master Naturalist Program.

- Worked with other volunteers from Friends of Stemler Nature Preserve on October 25 to remove tires, cans, and other trash from two sinkholes in the Stemler Cave Woods Nature Preserve.

**Committee for the Promotion of Science and Mathematics**

**Committee Members: Robin Anderson (chair), Jessica Baack, Lee Brendel, Corinne Carey, Mike Dyer, Steve Gentemann, Keven Hansen, Carmen Shepard, Cinnamon VanPutte**

- Hosted a major speaker, Tyrone Hayes, at the Belleville Campus on Wednesday, October 15. His presentation entitled "From Silent Spring to Silent Night: What Do Frogs Tell Us about Human Health?" was attended by approximately 700 students and members of the community.

**Robin Anderson, Assistant Professor of Mathematics**

- Participated in an online workshop, "Teaching Strategies to Help Your Students Understand and Retain Math Topics," sponsored by McGraw-Hill Companies on October 7.
- Attended IUPUI 2008 Assessment Institute in Indianapolis on October 27-28.

**Joy Branlund, Associate Professor of Earth Science**

- Attended National Geological Society of America meeting in Houston on October 6-9.

**Frank Cange, Adjunct Instructor of Astronomy**

- Received the Gene Fuchs Memorial Award for Excellence in Physics Teaching at the St. Louis Section of the American Association of Physics Teachers.

**Ted Dolter, Associate Professor of Chemistry**

- Presented a Webinar on October 1, entitled "Adapting Outcomes Assessment to Introductory Chemistry."

**Keven Hansen, Math Department Chair, Associate Professor of Mathematics**

- Participated in the Achieve Alignment Institute on October 23-24 in Washington, DC as the mathematics representative for all Illinois Community Colleges.

**Kurt Range, Horticulture Program Coordinator, Assistant Professor of Horticulture**

- Presented "Apple Science" at St. Clair County Teacher's Institute on Friday, October 10.

**Joyce Ray, Professor of Mathematics**

- Attended Survey Management and Testing Solutions Seminar-Fall 2008 sponsored by the Scantron Corporation in St. Louis on October 16th.

- Presented “How CATs Enhanced Assessment at SWIC” at IUPUI 2008 Assessment Institute in Indianapolis on October 27-28 with another SWIC faculty member, Melissa Rossi.

**Melissa Rossi, Assistant Professor of Mathematics**

- Attended Illinois Community College Faculty Association Teaching and Learning Excellence Conference in Springfield, IL on Friday, October 10.
- Presented “How CATs Enhanced Assessment at SWIC” at IUPUI 2008 Assessment Institute in Indianapolis on October 27-28 with another SWIC faculty member, Joyce Ray.

**Leo Welch, Professor Emeritus of Biology**

- Awarded a lifetime membership for outstanding contributions to the Illinois Community College Faculty Association.
- Co-presented a session entitled “Legislative Update” with representatives from the Illinois Community College Trustees Association and the Illinois Community College Board at the ICCFA Teaching & Learning Excellence Conference in Springfield on October 10.

**ICCTA Report**

Mr. Roehrka reported on the ICCTA Board of Representatives meeting held November 15, 2008 in Chicago. The ICCTA Board Highlights document was provided to the trustees. A few items of note:

Learned that ICCTA is working with the Illinois Presidents Council, the Illinois Community College Board, and other community college advocates to protect education funding in light of anticipated mid-year budget recisions. The groups are going forward with a united front working together for improving community colleges.

Welcomed Noah Brown, president/CEO of the Association of Community College Trustees, who provided an update on ACCT initiatives in the areas of poverty, voluntary accountability, legislative advocacy, and college governance.

Recognized the following trustees for their accomplishments at ACCT’s 2009 Community College Congress:

Tom Bennett (Parkland) - first Illinois trustee to become chair-elect of ACCT  
James Polk (Illinois Central) - elected to ACCT board

George Lowe (McHenry) - elected to Central Region Nominating Committee  
Jim Beasley (Kaskaskia) - recipient of Central Region Trustee Achievement Award

Jim Ayers (Parkland) - appointed to ACCT Trust Fund board and Joint Commission on Federal Relations

Dave Maguire (Spoon River) - retiring from ACCT board; appointed to Joint Commission on Federal Relations.

Encouraged trustees to attend the Community College National Legislative Summit on February 9-11, 2009 in Washington, D.C. ICCTA will schedule its board meeting for February 9 to coincide with the Summit.

**Attorney's Report**

Mr. Hoerner stated next month he will present status of the ethics legislation; a presentation of prohibited political activity; and the distinctions between TIF and enterprise zones.

**ADJOURNMENT**

Mr. Smith moved, seconded by Mr. Morton, to adjourn the meeting at 6:51 p.m. The motion carried.

Approved: **12-17-08**

Respectfully submitted,

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Nick J. Mance  
Chairman of the Board of Trustees

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Beverly J. Fiss  
Secretary to the Board of Trustees