



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
April 15, 2009**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, April 15, 2009 in the Marsh Conference Room of the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:03 p.m.

ROLL CALL

Trustees present:	Kenneth R. Joseph Nick J. Mance Richard Roehrkasse Philip L. Smith Sam Wolf Joyce Spencer, Student Trustee
-------------------	---

Trustees absent:	Robert G. Morton Eugene Verdu
------------------	----------------------------------

PRESENTATION OF PLAQUE TO JOYCE SPENCER

Mr. Mance presented a plaque of appreciation to student trustee Joyce Spencer, whose term has ended. Ms. Spencer thanked the trustees, administration and staff for their support and added that serving as student trustee was a wonderful experience.

OATH OF OFFICE TO NEWLY-ELECTED STUDENT TRUSTEE

Mr. Mance directed the Board Secretary to administer the oath of office to the newly-elected student trustee from the Red Bud Campus, David Hobbs. Mr. Hobbs, who resides in Columbia, has been a full-time student at Southwestern Illinois College since Fall 2007. He is currently an editorial assistant and contributor for the school's literary journal "Head to Hand," and he has achieved the Vice President's High Honors list for the last two semesters.

ROLL CALL

Trustees present: Kenneth R. Joseph
Nick J. Mance
Richard Roehrkasse
Philip L. Smith
Sam Wolf
David Hobbs, Student Trustee

Trustees absent: Robert G. Morton
Eugene Verdu

PUBLIC COMMENTS

Angela Barnes, Executive Director of Bethany Place, presented a certificate to Chairman Mance and President Costello in appreciation of the college’s participation in the “Weaving of the Ribbons” walk held April 4, 2009 at the Belleville Campus.

OATH OF OFFICE TO NEWLY-APPOINTED COMMISSIONED PUBLIC SAFETY OFFICERS

Chairman Mance directed the Board Secretary to administer the oath of office to newly-appointed commissioned Public Safety Officers Jason Davis and Christopher L. Flynn.

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 items were pulled from the consent agenda.

MOTION 04-15-09:01

Mr. Smith moved, seconded by Mr. Wolf, to:

- approve the minutes of the regular Board meeting of March 18, 2009 and the Executive Session of March 18, 2009;

- approve the bills:

Education Fund	\$1,225,399.88
Operations & Maintenance Fund	205,874.27
Operations & Maintenance Fund Restricted	450,698.91
Restricted Purposes Fund	256,111.85
Trust & Agency Fund	27,424.88
Audit Fund	2,209.00
Liability, Protection & Settlement Fund	18,644.49
Self Insurance Fund	34,498.89

Grand Total All Funds \$2,220,862.17

- accept final report and recommendations of AQIP Action Project #6 - Improving Student Retention;
- approve Identity Theft Prevention Program;
- approve first reading of proposed amendments to Board Policy #3005 - Recruitment, Selection and Appointment of Full-Time Faculty and Staff;
- contract with Triple Crown Consulting, LLC, Austin, TX for consulting assistance in the Business Office for approximately ten weeks, not to exceed \$50,000;
- purchase five servers, three tape libraries and one server cabinet from Dell, Round Rock, TX in the amount of \$48,737.27 using bond dollars;
- purchase a replacement fax board from CDW-G Government, Inc., Vernon Hills, IL in the amount of \$1,465.73 plus shipping charges using bond dollars;
- accept letter of engagement from LarsonAllen LLP, Minneapolis, MN to audit the financial statements of Southwestern Illinois College as of and for the year ending June 30, 2009;
- renew Illinois Cooperative Work Study grant funded by IBHE in the amount of \$20,494 for the period January 2009 through June 2010 to offer supportive services to SWIC interns enrolled in Associate of Applied Science degrees;
- renew ATS “D” grant with St. Clair Township in the amount of \$7,750 for the period April 2009 through March 2010 to provide funding for rolling stock as well as operational and administrative support of ATS in support of transportation of the elderly;
- approve new multi-district joint agreement between Multi-District Joint Agreement and Southwestern Illinois College, District #522 to provide a wide range of educational services at the lowest possible cost to students in Career and Technical Education programs;
- renew facility agreement between St. Clair County CASA, Belleville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology (HMS) instructional program at Southwestern Illinois College;
- renew agreement between American Red Cross and Southwestern Illinois College, District #522 to provide for the Sam Wolf Granite City Campus to serve as a shelter in the event of a local disaster;
- approve new agreement between McCormick Center, Belleville, Illinois and Southwestern Illinois College, District #522 to be used by the Foundation and Athletics to hold a fundraising event May 8, 2009;
- accept gifts to the college;

- approve the tentative list of graduates for the 2009 Spring Semester;
- approve the curriculum of Southwestern Illinois College as presented in the ICCB Curriculum Master File dated March 9, 2009;
- accept the retirement notification of Edward N. Brady, Ph.D., Professor of Psychology at the Belleville Campus, effective August 1, 2011;
- appoint Bernard J. Ysursa, Jr. to the full-time position of Vice President for Administrative Services effective April 27, 2009 at an annual salary of \$89,000 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint Robert J. Hilgenbrink as Chief Financial Officer and Treasurer on a part-time (75%) basis ending December 31, 2009 renewable in six-month extensions at a monthly salary of \$9,000 with employment subject to the terms and conditions for part-time employees;
- appoint Karla Brown to the full-time tenure track faculty position of Instructor for the Office Administration and Technology program at the Belleville Campus beginning August 17, 2009 with placement at the Master's 0-14, Step 1 level (\$44,808) on the 2009-2010 faculty salary schedule;
- appoint Treasure Williams to the full-time tenure track faculty position in the English Department at the East St. Louis Higher Education Center beginning August 17, 2009 with placement at the Master's 0-14, Step 2 level (\$46,113) on the 2009-2010 faculty salary schedule;
- appoint Jonathan Leggett as a Counselor in the Counseling Center at the Belleville Campus effective August 1, 2009 with placement at the Masters +60, Step 1 level (\$57,465) on the 2008-2009 faculty salary schedule of the Memorandum of Understanding;
- appoint Jason Davis as a full-time Commissioned Public Safety Officer at the Belleville Campus effective May 18, 2009 at an annual salary of \$35,360 (\$17.00 per hour) with employment subject to the provisions of the Collective Bargaining Agreement (CBA) between Southwestern Illinois College and Illinois Council of Police (ICOPS)-Southwestern Illinois College Chapter, 2006-2009. Appointment is contingent upon the candidate passing the Pre-Academy POWER test scheduled on May 18, 2009;
- appoint Christopher L. Flynn as a full-time Commissioned Public Safety Officer at the Belleville Campus effective May 18, 2009 at an annual salary of \$35,360 (\$17.00 per hour) with employment subject to the provisions of the Collective Bargaining Agreement (CBA) between Southwestern Illinois College and Illinois Council of Police (ICOPS)-Southwestern Illinois College Chapter, 2006-2009. Appointment is contingent upon the candidate passing the Pre-Academy POWER test scheduled on May 18, 2009;

- approve the fifth and sixth year recommendations of the Enhanced Faculty Staffing Plan for FY 2010 and FY 2011 with authorization that administration may amend the recommendations as appropriate;
- approve advertisement of fifth year positions for FY 2010 during 2009-2010; and
- approve advertisement of sixth year positions for FY 2011 during 2010-2011.

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

PLANNING AND POLICY COMMITTEE REPORT

Chairman Joseph stated he had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkasse requested information packets to provide to members of our district when he attends Lobby Day in Springfield, Illinois on April 29. He stated the need for Southwestern Illinois College to interface with its legislators.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Trustee Wolf stated he had no additional items.

REPORTS

President's Report

The Regional Energy Summit is Monday, April 20. We are honored to have Secretary of Transportation Ray LaHood; Congressman Jerry Costello; and Governor Pat Quinn as headliners of the college's first ever event of this kind. Panelists include representatives from Ameren/UE; ConocoPhillips; National Corn Growers Association; Peabody Energy; and Prairie State Generating Company.

Congratulations to Director of Public Safety Mark Green on becoming a Certified Protection Professional, the security field's highest designation. The Certified Protection Professional program was created in 1977 by the American Society for Industrial Security, the leading international organization of security professionals with more than 30,000 members.

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

The Beta Iota Iota Chapter of Phi Theta Kappa will hold an induction ceremony on May 7 at 7:00 p.m. in the Performing Arts Room at the Red Bud Campus.

Ten high schools from Monroe, Randolph and southern St. Clair counties competed in the Platinum Chef Challenge by preparing an appetizer, salad, entrée and dessert. Red Bud High School was awarded first place. Team and individual awards were presented.

The annual Poetry Contest Ceremony will be held April 29 at 7:00 p.m. This year there are 361 entries with 21 winners in seven categories. All winners receive a Barnes and Noble gift card.

Arlington Greens Golf Course is the site for the SWGCC Golf Scramble scheduled for Friday, May 22.

The Senior Celebration will be at PSOP on Friday, May 8, from 9 a.m. - 2 p.m.

The annual Student Recognition Breakfast will be held April 25 at 8:00 a.m. in the Belleville Campus Varsity Gym. Over 150 students will receive awards for outstanding achievements.

Despite rain and snow, the March 29 Easter Egg Hunt took place in the Varsity Gym with an estimated 1,500 children and parents attending. Over 10,000 eggs were delivered by the Easter Bunny. The event included Winnie the Pooh, a petting zoo, clowns and dancing.

SWIC will be the lead sponsor at the April 30 Regional Leaders Breakfast at St. Patrick Church Parish Hall in Ruma. The focus of the breakfast meeting is education with Dr. Dale Henry from Kingston, Tennessee giving the keynote address, "Your Best Unlimited".

During the months of January - March, Selsius offered 101 seminars serving 1,340 participants. Seminars included Driver Safety, Business Skills, Software and Industrial training.

"Roll Out the Red Carpet" is the theme for the buffet dinner and auction at the McCormick Center in Belleville, May 8 at 6:00 p.m. This combined fundraiser will help raise funds for intercollegiate athletics and student scholarships.

The Employee Giving Campaign continues through April 17; kick off events were held at Belleville, Red Bud, and Sam Wolf Granite City campuses as well as the East St. Louis Community College Center.

Learning Disabilities teacher Kelly Bisso and the 3rd grade students from Union Elementary School in Belleville sent "Flat Stanley" and asked that he be taken on an adventure at the college. He attended a meeting of the Board of Trustees of Southwestern Illinois College!

ICCTA Report

The next ICCTA Board of Representatives meeting is April 28, 2009 in Springfield, Illinois.

Lobby Day is April 29, 2009 in Springfield, Illinois.

Attorney's Report

Mr. Hoerner stated he had no report.

MISCELLANEOUS

Trustee Roehrkasse reported that Red Bud area banks and the Planning Commission have been utilizing the Red Bud Campus for meetings. He was very complimentary of the Red Bud Campus staff for their assistance.

ADJOURNMENT

Mr. Smith moved, seconded by Mr. Joseph, to adjourn the meeting at 6:45 p.m. The motion carried.

Approved: **5-20-09**

Respectfully submitted,

Nick J. Mance
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

Southwestern Illinois College Faculty
Professional/Scholarly/Service Activities

February - March 2009

Presented by Janet S. Fontenot, Dean, Business Division

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

- Participated in Webcast on Benefits of Students Organizations at Lincoln Land College (archived at ilcte.org.)
- Illinois Coordinating Council for Career and Technical Student Organizations state board meeting conference call (serve as grant director for this group as well as fulfill PBL State Executive Director obligations for group.)
- Presented "What's New in Technology/OAT Program" at Beck Career Center.
- Presented "What's New in Technology/OAT Program" at SWGCC for Technology Day.
- Submitted OAT Internship forms for inclusion in the updated Cooperative Education Handbook for Illinois.

Sue Taylor, Professor/Coordinator, Management/Marketing

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

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

- Coordinated Technology Day at the Sam Wolf Granite City Campus with Matt Swinford. Attendance included 229 students and teachers from Granite City High School, Collinsville High School and Triad High School. This annual event features breakout sessions from the Computer Information Systems, Office Administration, Cisco Networking and Paralegal programs.
- Mary Lutz, Matt Swinford, Linda Roy, and student worker, Cherlyn Fraction, hosted Valorie Toberman's Adult Basic Education Office Technology class. The students enjoyed four technology sessions: Top 10 Tips and Tricks for Office 2007, Technology Toys, Photoshop, and What's New in Web Technology.
- Spoke at the Office Technology graduation. Topic were "Becoming a Lifelong Learner" and "Becoming a Member of the SWIC Granite City Family."

Christie Highlander, Associate Professor, Paralegal Studies

- Assisted with the St. Clair County Bar Association's trivia night. Proceeds to provide a scholarship for SWIC paralegal students.
- Presented sessions on Westlaw to high school students at the 2009 Technology Day hosted at the Sam Wolf Granite City Campus.

Elizabeth J. Dibble, Professor/Coordinator, Paralegal Studies

- Assisted with the St. Clair County Bar Association's trivia night. Proceeds to provide a scholarship for SWIC paralegal students.

Dennis Shannon, Professor, Economics and Business Administration

- Participated in the Federal Reserve Bank of St. Louis conference entitled, "Community Colleges: A Route of Upward Economic Mobility."

Matt Swinford, Associate Professor/Coordinator, Network Design & Administration

- Coordinated Technology Day at the Sam Wolf Granite City Campus with Mary Lutz. Attendance included 229 students and teachers from Granite City High School, Collinsville High School and Triad High School. This annual event features breakout sessions from the Computer Information Systems, Office Administration, Cisco Networking and Paralegal programs.
- Attended the 2009 Illinois Cisco Networking Academy retreat. Presented two sessions titled, "Teaching a VoIP Course." While at the retreat recorded a video titled, "Connecting a Device to a Network" for the Cisco Learning Institute.
- Attended Cisco Partner Fair in Chesterfield, Missouri.
- Recorded a video titled, "Introduction to PC Hardware" for the Cisco Learning Institute.

Steve Bushong, Associate Professor, Network Design & Administration

- Received the Cisco Networking Academy Leadership award. The award was presented at the 2009 Illinois Cisco Networking Academy retreat.
- Recorded a video titled, "Connecting a Device to a Network" for the Cisco Learning Institute.

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

- Attended the 2009 Illinois Cisco Networking Academy retreat.

Diane DiTucci, Assistant Professor/Coordinator, Electronic Publishing/Web Design & Administration

- Presented sessions to high school students at the 2009 Technology Day hosted at the Sam Wolf Granite City Campus.

Southwestern Illinois College

Faculty Professional/Scholarly/Service Activities

February 1, 2009 to February 28, 2009

Presented by Amanda Starkey, Dean of Math & Sciences, to the Board of Trustees

Biology Department

- Hosted a very successful Darwin Day event on Friday February 13, 2009, with support from the Office of College Activities. Approximately 200 students, faculty, and members of the community attended each of the three lectures held in the College Theatre. The speakers were Dr. George Johnson (Washington University), Dr. Patty Parker (UMSL), and Dr. Jenny Drnevich (U of I, Champaign). A major goal of Darwin Day is to educate the college community about the importance of evolution to science and society. This was the 11th annual Darwin Day event.

Keith Mueller, Program Coordinator for Aviation Pilot Training & Aviation Management

- Provided a presentation on Runway Incursion Avoidance for the local chapter of the Sport Pilot Association membership on February 6th at the St. Louis Downtown Parks Airport. Runway Incursion Avoidance is one of the Federal Aviation Administration's key topics that they are encouraging focus in an attempt to promote runway safety awareness.

Julie Muniz, Assistant Professor of Mathematics

- Attended the 2009 Illinois Council of Teachers of Mathematics Southern Regional Conference at SIU-Carbondale on February 19th.

Connie Park, Associate Professor of Mathematics

- Attended the 2009 Illinois Council of Teachers of Mathematics Southern Regional Conference at SIU-Carbondale on February 19th.

Jennifer Simonton, Assistant Professor of Mathematics

- Coordinated the Worldwide Youth in Science and Engineering (WYSE) competition at the Belleville Campus on Friday, February 6. Over 250 high school students from sixteen

schools participated in this competition where students took tests in biology, chemistry, computer science, engineering graphics, English, mathematics and physics.

Southwestern Illinois College

Faculty Professional/Scholarly/Service Activities

March 1, 2009 to March 31, 2009

Presented by Amanda Starkey, Dean of Math & Sciences, to the Board of Trustees

Robin Anderson, Assistant Professor of Mathematics

- Attended the Illinois Mathematical Association of Community Colleges Conference on March 26 – 28 at Allerton Park in Monticello, IL.

Tim Grant, Associate Professor of Mathematics

- Attended the Illinois Mathematical Association of Community Colleges Conference on March 26 – 28 at Allerton Park in Monticello, IL.

Paul Greenwood, Professor Emeritus of Aviation Maintenance Technology

- Presented a Federal Aviation Administration (FAA) approved course called “Building with Honeycomb Panels” at the annual FAA sponsored Inspection Authorization Renewal Seminar in Springfield, Illinois, on March 5&6. Paul’s work with the FAA helps SWIC stay up-to-date on the latest FAA regulations, provides contacts for us throughout the aviation industry, and promotes our AVMT Program.

Keven Hansen, Associate Professor of Mathematics

- Began his one-year term as president-elect of the Illinois Mathematics Association of Community Colleges (IMACC) at their annual conference held March 26-28 at Allerton Park in Monticello, IL. Mr. Hansen also assisted with three presentations during the conference Outcomes Assessment in Math Classrooms, College & Career Readiness Grant Projects, and Departmental Issues Round Table.
- Presented a math chat “Go Forth and Multiply: How the Egyptians Avoided Multiplication Tables,” on March 11, 2009. Approximately 80 students and faculty attended this presentation in the Belleville Campus theatre.
- Attended the SIUE Workshop “Developing Rubrics for Program Assessment” on Monday, March 23.

Mathematics Department

- Held a workshop on the online learning system ALEKS (Assessment and Learning in Knowledge Spaces) on Monday, March 23 on the Belleville Campus.

Michael McClure, Assistant Professor of Mathematics

- Attended the Illinois Mathematical Association of Community Colleges Conference on March 26 – 28 at Allerton Park in Monticello, IL.

Joyce Ray, Professor of Mathematics

- Attended the SIUE Workshop “Developing Rubrics for Program Assessment” on Monday, March 23.