



BOARD OF TRUSTEES
Community College District No. 522
Marsh Conference Room
Belleville Campus
January 18, 2017

CALL TO ORDER

A meeting of the Board of Trustees of Community College District #522 was held Wednesday, January 18, 2017 in the Marsh Conference Room at 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:

Harry Briggs, Ph.D.
Kenneth R. Joseph
Nick J. Mance
Samuel Hart Morgan, Student Trustee
Robert G. Morton
Richard Roehrkasse
Eugene Verdu

Trustee absent:

Philip L. Smith

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 items were pulled from the consent agenda.

MOTION 01-18-17:01

Mr. Verdu moved, seconded by Dr. Briggs, to:

- approve the minutes of the regular Board meeting of December 14, 2016;

- adopt proposed amendments to the following Board Policies and Administrative Procedures:

Board Policy 4003 and Administrative Procedure 4003AP: Admission of Students;

Administrative Procedure 4004AP: Residency; and

Board Policy 4011 and Administrative Procedure 4011AP: Evaluation of Prior Knowledge, Experience, and Transfer Credit;

- approve contract with Clearwave Communications, Shiloh, IL to increase circuit capacity at the Belleville Campus for a five-year period at \$2,000 per month;
- award the purchase of T-Flow software by Tucanna from Konica-Minolta, St. Louis, MO in the amount of \$52,250 over a five-year period;
- dispose of a Panasonic LCD projector, SWIC tag #26501, serial #SL0310002;
- accept renewal of continuing grant from the St. Clair County Mental Health Board in the amount of \$82,445 for the period January 1, 2017 through December 31, 2017 to assist in providing individual counseling, group support, and information/referral targeting seniors age 60 and older and caregivers of seniors;
- accept renewal of Illinois Science & Energy Innovation Foundation (ISEIF) grant in the amount of \$150,000 for the period January 1, 2017 through December 31, 2017 consisting of a consumer education project pertaining to smart grid as outlined in the agreement; specific sub-grant agreements will be developed with the 10-15 colleges identified to assist with grant tasks;
- accept renewal of Belleville AmeriCorps Program grant in the amount of \$401,022 for the period July 1, 2016 through December 31, 2017 to provide services, with its partners, to address the academic, behavioral, and social needs of economically disadvantaged children and veterans, and to engage community volunteers to respond to locally identified needs;
- accept new ICCB-East St. Louis grant in the amount of \$500,000 for the period July 1, 2016 through June 30, 2017 to provide funding for initiatives which support students and the greater East St. Louis business community;
- accept renewal of the Adult Education Early School Leaver Transition Program grant in the amount of \$163,010.50 for the period July 1, 2015 through June 30, 2017; this grant was accepted at the October 2016 committee and Board meetings for the period July 1, 2015 through December 31, 2016; the term of the grant has been extended to June 30, 2017;
- approve new agreement between St. Elizabeth's Hospital, Belleville, Illinois and Southwestern Illinois College, District #522 to permit Culinary Arts and Food Management students to utilize the hospital as an internship site;

- approve renewal facility agreement between Human Service Center, Sparta, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology instructional program at SWIC;
- approve renewal agreement between GoJet Airlines, Bridgeton, Missouri and Southwestern Illinois College, District #522 to permit internship sites for the Aviation Pilot Training or the Aviation Management Training programs at this facility;
- approve renewal agreement between Trans States Airlines, LLC, Bridgeton, Missouri and Southwestern Illinois College, District #522 to permit internship sites for the Aviation Pilot Training or the Aviation Management Training programs at this facility;
- approve renewal agreement between St. Francis Hospital, Litchfield, Illinois and Southwestern Illinois College, District #522 to allow Health Sciences students (currently the Physical Therapist Assistant program) to participate in clinical experience;
- approve renewal agreement between Southern Illinois University Carbondale and Southwestern Illinois College, District #522 to offer Motorcycle Rider courses at SWIC's Belleville Campus pursuant to the Motorcycle Rider Training program;
- approve renewal agreement between the Association of Bright Learners' Education (ABLE) and Southwestern Illinois College, District #522 to offer a variety of Kids on Campus programs as developed in conjunction with SWIC's Community Education;
- approve new course fees;
- award faculty tenure August 14, 2017 to Nicolyn Hensley, Graphic Communication and Web Designer, Development and Administration; and Julie Willis, Speech and Theatre;
- approve continued employment throughout FY 2017 for Angelia Blackman Donovan, Business Law and Paralegal Studies;
- approve continued employment throughout FY 2017 for John Burnett, Heating, Ventilation, A/C and Refrigeration (HVAC) and Plumbing Instructor; and Trenton Crews, Mathematics;
- reorganize the Learning Resources and Success Programs by:

combining the functions and responsibilities of each division under the direction of a single dean;

filling the vacancies created by the retirements of the two previous dean positions with a single position at a starting salary range of \$70,000 to \$82,000 commensurate with the candidate's experience and qualifications and subject to the terms and conditions of the Personnel Procedures for Administrators; and

evaluating the efficiency and effectiveness of the above two proposals and reporting back to the Personnel, Programs and Services Committee at its January 2018 meeting; and

- ratify the part-time and temporary faculty and staff according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff.

Upon a roll call vote, those members voting aye were Mr. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkassee, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Smith.
PASSED

APPROVAL OF BILLS

MOTION 01-18-17:02

Mr. Roehrkassee moved, seconded by Mr. Joseph, to approve the bills:

| | |
|--|--------------------|
| Education Fund | \$1,150,766.80 |
| Operations & Maintenance Fund | 213,390.45 |
| Operations & Maintenance Fund Restricted | 93,950.88 |
| Bond & Interest Fund | 300.00 |
| Restricted Purposes Fund | 283,934.46 |
| Trust & Agency Fund | 23,843.27 |
| Liability, Protection & Settlement Fund | 51,378.39 |
| Self Insurance Fund | 118,419.25 |
| Grand Total All Funds: | \$1,935,983.50 |

Upon a roll call vote, those members voting aye were Mr. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkassee, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Smith.
PASSED

PLANNING AND POLICY COMMITTEE REPORT

Chairman Joseph reported he had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkassee reported he had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported he had no additional items.

REPORTS

President's Report

The new "Issues in Education" website by Ittner features a list of Thought Leaders. President Costello's name was listed on the website for her participation in the KTRS roundtable discussion last year.

Instruction

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 and will be made a part of the public record.

The Foundation

Today we award more than 250 scholarships annually, up from just over 100 issued in 2008. In 2016 the Foundation secured a record \$797,905 in donations, including the third \$250K installment of the million dollar pledge from our anonymous donor. Additionally, including a recently secured \$300,000 estate donation, 2017 pledges already exceed \$600,000. SWIC will achieve its 70th anniversary fund-raising goal of \$3 million in the spring semester.

Public Information and Marketing

Digital Marketing Awards

Placing in each of the eight award categories entered, SWIC captured three gold, four silver and one merit award in the 2016 Education Digital Marketing Awards sponsored annually by the national Higher Education Marketing Report.

One gold award, for the “SWIC Programs Enrollment Campaign,” generated 594 credit hours yielding \$68,000 in tuition/fees at cost of \$6,500.

In the “Total Digital Marketing” category, SWIC was the only community college to place; all others were university winners.

In the “Rich Media” video category SWIC was the only winner that did not use an external agency. The two employees who lead SWIC’s digital marketing efforts also teach those courses for the SWIC Business Division.

Other award winners included:

Gold - Total Digital Marketing Program - “SWIC Program Enrollments Campaign”

Gold - New Media Content - “Theatre Training Web Page”

Gold - Rich Media - “2016 Health Sciences Pinning Ceremony”

Silver - Social Media Content: Facebook - “Start a Career in HVAC and Refrigeration”

Silver - Online Publications - “CATalyst: The Magazine for the SWIC Foundation”

Silver - Digital Video: YouTube - “Kashmir’s Holiday Card 2015”

Silver - Electronic Advertising: Facebook - “Horticulture: You Might Dig It, Too”

Merit - Digital Video - “Manufacturing Day Appeal”

Gold awards went to 129 institutions and silver to 70 from among hundreds of college and university entries. With eight awards SWIC captured more hardware than most participants including regional players Southern Illinois University Carbondale, Saint Louis University, Western Illinois University and Moraine Valley Community College.

Student Development
Disability & Access Center

The Disability & Access Center provided 5,261 accommodations and services to students with disabilities during the fall semester in order to maintain compliance and ensure equal access.

To increase awareness and understanding of student compliance needs, DAC staff provided 258 individual consultation meetings with faculty members to facilitate successful outcomes.

Kids' Club

Kids' Club has received preferred Approval for Child Care Aware® of America's Military Program. This program will provide child care funding for military families while the parents are attending SWIC classes.

College Activities/Sam Wolf Granite City Campus

A Dr. Martin Luther King Jr. remembrance trivia game will be held January 25-26. Dr. Martin Luther King Jr.'s "I Have a Dream" speech will also play on the big screen in The Commons.

The Club Fair will be held January 30-31 from 11 am to 1 pm in the front entry.

College Activities/Red Bud Campus

College Activities will host a Student Appreciation luncheon February 8.

"Random Acts of Kindness" week will be February 14-16.

College Activities/Belleville Campus

The spring semester started with a bang with many activities for the students to get back into the swing of things.

ICCTA Report

Trustee Roehrkasse provided the following important dates:

- January 25: State of the State Address, Springfield, IL
- February 11: ICCTA Board of Representatives meeting via conference call immediately preceding the ACCT National Legislative Conference in Washington, DC
- February 15: Governor's Budget Address, Springfield, IL
- March 10: ICCTA Board of Representatives meeting at William Rainey Harper College in Palatine, IL; this is a one-day meeting to minimize cost and still make meetings centrally located.

Attorney's Report

Mr. Hoerner presented an Intergovernmental Agreement for TIF #3 between the City of Mascoutah and Southwestern Illinois College. This agreement is similar to the agreements with

the City of Fairview Heights recently approved by the SWIC Board of Trustees. The purpose of the agreement is to distribute on a pro rata basis the surplus funds in TIF #3.

MOTION 01-18-17:03

Mr. Roehrkasse moved, seconded by Mr. Morton, to approve the Intergovernmental Agreement for TIF #3 between the City of Mascoutah and Southwestern Illinois College. Upon a roll call vote, those members voting aye were Mr. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Smith. **PASSED**

MISCELLANEOUS

Trustee Joseph congratulated the SWIC faculty and staff for the successful year of 2016 and commended them for a job well done.

Dr. Costello reported there was no change in the sequence of events concerning the budget. She has been lobbying on behalf of the college.

The Board Secretary provided the trustees' dates of availability of January 31 and February 1, 2017 for a special meeting to evaluate the college president. The Board Secretary was directed to poll the trustees again as those dates will now not work.

ADJOURNMENT

Mr. Morton moved, seconded by Dr. Briggs, to adjourn the meeting at 6:25 p.m. The motion carried.

Approved: **02.15.17**

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

November and December 2016

(and earlier items not included previously)

Presented by Julie Muertz, Dean of Health Sciences and Homeland Security

Diane Dodd, Respiratory Care Program Coordinator and John Bast, Respiratory Care Program Clinical Instructor, attended a lecture entitled “Neonatal High Frequency Oscillatory Ventilation” presented by Lisa Cracchiolo, RRT of St. Louis Children’s Hospital in St. Louis, MO on November 18th.

Diane Dodd, Respiratory Care Program Coordinator and John Bast, Respiratory Care Program Clinical Instructor, attended a lecture entitled “Entering the Respiratory Care Profession Recruitment Event” at Barnes Jewish Hospital, St. Louis MO on December 8th.

Kim Snyder, Coordinator, Physical Therapist Assistant Program, Michelle Kujawa, Full Time Instructor, Physical Therapist Assistant Program, Julie Muertz, Ashley Gisher, and Bob Lutz, Part-time faculty, Physical Therapist Assistant Program, attended a continuing education workshop entitled “Using Evidence Based, Standardized Tests and Measures” in Cape Girardeau, MO on December 9th.

Lee Smith, Coordinator, Fire Science Program, was re-elected as Vice-President of the St. Clair/Monroe County Fire Chiefs Association/MABAS Division 32 at the Association’s annual meeting in Columbia on December 1st.

Stacey Hairston, Full Time Instructor, Health Information Technology Program, along with the second year Health Information Technology students, attended a two day Basic Registry Training for Cancer Registry. The training was hosted by Missouri Cancer Registry and Research Center from Columbia Missouri and was held at St. Charles Community College in Cottleville, MO on October 26th-27th.

Van Muschler, Director of Police Academy and Administration of Justice Coordinator, attended the Illinois Law Enforcement Training Board Meeting in Chicago, IL on December 7th and 8th.