



BOARD OF TRUSTEES
Community College District No. 522
Marsh Conference Room
Belleville Campus
March 22, 2023

CALL TO ORDER

A meeting of the Board of Trustees of Community College District #522 was held Wednesday, March 22, 2023 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Vice Chairman Steve Campo called the meeting to order at 5:30 p.m.

ROLL CALL

Trustees present:

John S. Blomenkamp
Steve Campo
Charles Hannon
Robert G. Morton
Richard Roehrkasse

Trustees absent:

Nick Raftopoulos
Sara Soehlke

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Vice Chairman Campo referred to the consent agenda items to be considered by the Board of Trustees and asked if any trustee desired to have any items removed in order to have them considered separately. No items were pulled from the consent agenda.

MOTION 03-22-23:01

Mr. Roehrkasse moved, seconded by Mr. Hannon, to:

- approve the minutes from the regular Board meeting of February 15, 2023 and the Executive Session of February 15, 2023;
- approve second reading/adoption of proposed amendments to Board Policy 6011 and Administrative Procedure 6011AP: Information Technology Security;

- approve second reading/adoption of proposed amendments to Board Policy 7016 and Administrative Procedure 7016AP: Acceptable Use of Information Technology Resources;
- award the lowest responsible bid for microbial remediation in the Library area at the Southwestern Illinois Justice & Workforce Development Campus (SWIJWDC) to CENPRO Services, Madison, IL in the amount of \$48,800.00 utilizing SWIJWDC state funds;
- award the lowest responsible bid for emergency notification system at the Belleville Campus to J.F. Electric, Edwardsville, IL in the amount of \$589,985.00 utilizing PHS funds;
- award the lowest responsible bids for boiler replacements at the Sam Wolf Granite City Campus and the Red Bud Campus as follows utilizing budgeted capital funds:

Bair Heating & Cooling, Trenton, IL	\$163,500.00
Haier Plumbing & Heating, Okawville, IL	\$202,000.00
FGM Architects, O'Fallon, IL	\$ 82,018.00;

- award the lowest responsible bid for upgraded theater equipment at the Southwestern Illinois Justice & Workforce Development Campus (SWIJWDC) to Schillers AV, St. Louis, MO in the amount of \$134,540.50 utilizing SWIJWDC state funds;
- award the lowest responsible bid for desks and chairs for three Math classrooms at the Belleville Campus to Innovative Office Solutions, Edwardsville, IL in the amount of \$32,893.16 utilizing Higher Education Emergency Relief Funds (HEERF III);
- award the lowest responsible bid for furniture at Matt's Cafe at the Southwestern Illinois Justice & Workforce Development Campus (SWIJWDC) from Henricksen Office Furniture, Peoria, IL in the amount of \$48,021.36 utilizing SWIJWDC state funds;
- award the lowest responsible bids for roofs at the Southwestern Illinois Justice & Workforce Development Campus (SWIJWDC) to the following in the total amount of \$1,714,209.11 utilizing SWIJWDC state funds subject to ICCB approval:

Roof M	Shay Roofing, Millstadt, IL	\$644,776.64
Alternate 1 Roof B	Shay Roofing, Millstadt, IL	\$494,591.43
Alternate 2 Roof K & K1	Taylor Roofing, Belleville, IL	\$510,301.34
Alternate 3	Shay Roofing, Millstadt, IL	\$ 25,612.94
Alternate 4	Shay Roofing, Millstadt, IL	\$ 38,926.76;

- purchase a fire alarm system for PSOP from Johnson Controls Fire Protection, St. Louis, MO in the amount of \$42,240.00 utilizing budgeted departmental funds;

- purchase a tape library with expansion drive from Qualstar in the amount of \$110,620.00 and Magnetic Products and Services, Andover, MN in the amount of \$24,569.00 utilizing budgeted departmental funds;
- purchase 50 Promethean boards from CDW-G, Chicago, IL in the amount of \$280,450.00 utilizing HEERF III funds;
- approve five-year contract for the D2L Learning Management System with Brightspace/D2L Ltd., Towson, MD in the amount of \$538,140.14 utilizing budgeted departmental funds;
- approve contract and agreement for refund management service with BM Technologies, Radnor, PA in the amount of \$1,750.00 implementation fee; a \$10,000.00 annual subscription fee; a \$0.15 per electronic disbursement fee; and a \$2.50 per check disbursement fee from the Go Live Date through November 1, 2025 utilizing HEERF funds the first year and budgeted institutional funds the following years;
- approve contract for billboard advertising in the greater St. Louis area with DDI Media, St. Louis, MO in the amount of \$26,650.00 for the period April 1, 2023 through April 30, 2024 utilizing institutional funds;
- approve Project Services Agreement for e-Sports Lounge and Radiology Tech Lab Renovation with Farnsworth Group, Inc., Belleville, IL in the amount of \$47,500.00 utilizing Pathway grant funds for Radiology Tech Lab and institutional funds for e-Sports;
- approve Project Services Agreement for Lynx Lodge Renovation with Farnsworth Group, Inc., Belleville, IL in the amount of \$85,279.00 utilizing Southwestern Illinois Justice & Workforce Development Campus state funds;
- approve change order for Fire Alarm Upgrade Project to J.F. Electric, Edwardsville, IL in the amount of \$22,859.46 utilizing excess PHS funds; and
- dispose of the following equipment per Administrative Procedure 6008AP:
 - Spectrometer Avatar 370 DTGS;
 - Sterilizer w/Stand;
 - ID Card System Printer;
 - 16 Channel Analog DVR;
 - 32 Channel Analog DVR;
 - Truck Off Road Buggy; and
 - UPS Lithonia.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke.

PASSED

APPROVAL OF BILLS

MOTION 03-22-23:02

Mr. Hannon moved, seconded by Mr. Roehrkasse, to approve the bills as presented, including travel-related expenses of members of the Board of Trustees and of employees:

Education Fund	\$4,634,256.97
Operations & Maintenance Fund	303,696.83
Operations & Maintenance Fund-Restricted	1,537,976.01
Restricted Purposes Fund	829,438.36
Trust & Agency Fund	17,477.03
Liability, Protection & Settlement Fund	49,738.87
 Grand Total All Funds:	 \$7,372,584.07

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke.

PASSED

PLANNING AND POLICY COMMITTEE

Chairman Hannon stated the committee had nothing further.

FACILITIES AND FINANCE COMMITTEE

Chairman Roehrkasse stated the committee had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE

Chairman Campo entertained a motion for an omnibus vote for the items on the Personnel, Programs and Services Committee agenda.

MOTION 03-22-23:03

Mr. Roehrkasse moved, seconded by Mr. Hannon, for an omnibus vote for the items on the Personnel, Programs and Services Committee agenda. Upon a roll call vote, those trustees voting aye were Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: Mr. Blomenkamp. Absent: Mr. Raftopoulos and Ms. Soehlke. **FAILED** (must be a unanimous vote)

MOTION 03-22-23:04

Mr. Hannon moved, seconded by Mr. Roehrkasse, to accept the following grant:

renewal of St. Clair County Community Action Agency Community Services Block Grant in the amount of \$2,500.00 for the period January 1, 2023 through December 31, 2023 to provide funding for short term vocational training to eligible St. Clair County residents.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:05

Mr. Hannon moved, seconded by Mr. Roehrkasse, to approve the following agreements:

renewal affiliation agreement with Mercy Rehab & Care Center to allow students in the Nurse Assistant program to participate in clinical experience;

renewal affiliation agreement with Carlinville Area Hospital to allow students in the Health Sciences division to participate in clinical experience; and

new articulation agreement with Eastern Illinois University from 2023-2027 to provide admission to the baccalaureate Interdisciplinary Studies BA at EIU with a completed associates degree from SWIC.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:06

Mr. Hannon moved, seconded by Mr. Roehrkasse, to approve new Help Desk Certificate to the curriculum of Southwestern Illinois College. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:07

Mr. Hannon moved, seconded by Mr. Roehrkasse, to approve course fees for the Radiologic Technology program. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:08

Mr. Hannon moved, seconded by Mr. Roehrkasse, to accept a gift to the college. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:09

Mr. Hannon moved seconded by Mr. Roehrkasse, to accept the following resignations:

Dianne Dodd, Coordinator/Instructor Respiratory Care	COB 8-1-23;
Tomoko Jo, Career and Employment Services Specialist	COB 3-9-23;
Sydney Lombardi, Academic Advisor	COB 3-6-23;
Jermaine Windham, Student Service Specialist, WEI	COB 2-10-23;
Holly Higgenbotham, Instructor Radiologic Technology	COB 5-15-23.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:10

Mr. Hannon moved, seconded by Mr. Roehrkassee, to accept the following retirement notifications:

Celeste Buschschoolte, Administrative Assistant
Physical Plant, Belleville Campus
Craig Tayon, Maintenance, Belleville Campus

COB 4-28-23;
COB 6-30-23.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkassee, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:11

Mr. Hannon moved, seconded by Mr. Roehrkassee, to appoint the following:

Daniel Enterkin to the full-time faculty position of Aviation Maintenance Technology Instructor effective April 3, 2023 at an annual salary of \$48,491 which is Below Master's Level, Step 1 following the Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local #4183;

Jeannette Saak to the full-time position of Physical Therapist Assistant Coordinator/Instructor effective April 16, 2023 at an annual salary of \$52,742, Step 3 Master's level on the 2022-2023 Salary Schedule following the Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local #4183;

Ash Mason to the full-time SWIC EE position of Administrative Assistant to the Dean effective March 1, 2023 at an annual salary of \$35,204 following the SWIC EE Collective Bargaining Agreement;

Rebecca Holman to the full-time SWIC EE position of Enrollment Services Specialist effective April 3, 2023 at an annual salary of \$31,236 in accordance with the SWIC EE Collective Bargaining Agreement;

Natalya Pruitt to the full-time SWIC EE position of Enrollment Services Specialist effective April 3, 2023 at an annual salary of \$31,236 in accordance with the SWIC EE Collective Bargaining Agreement;

Jacob Elfrink to the full-time position of Custodian effective March 20, 2023 at an hourly rate of \$21.15 subject to the provisions of the Collective Bargaining Agreement between District #522 and Local 116, Services Employees Union;

Clarence Trotter to the full-time position of Custodian effective March 20, 2023 at an hourly rate of \$21.15 subject to the provisions of the Collective Bargaining Agreement between District #522 and Local 116, Services Employees Union;

Sarah Thompson to the full-time administrative position of Grants Manager effective April 3, 2023 at an annual salary of \$47,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;

Brittany Pfeiffer-Ainsworth to the full-time administrative position of Associate Director of High School Partnerships effective April 1, 2023 at an annual salary of \$63,000, salary grade 4, and subject to the provisions of the Personnel Procedures for Administrators;

Laura Vahlkamp to the full-time administrative position of Associate Director of Recruitment and Outreach effective April 1, 2023 at an annual salary of \$63,000, salary grade 4, and subject to the provisions of the Personnel Procedures for Administrators; and

Hillary Kunz to the full-time administrative position of Associate Director of Financial Aid, Veteran Services & Student Employment effective April 1, 2023 at an annual salary of \$63,000, salary grade 4, and subject to the provisions of the Personnel Procedures for Administrators.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkas, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:12

Mr. Hannon moved, seconded by Mr. Roehrkas, to hire the following:

Christopher Swick to the part-time non-union position of Greenhouse Technician effective February 16, 2023 at an hourly rate of \$15.00 for up to nine hours per week;

Joseph Bean and Gregory Raymond to the part-time grant-funded positions of Custodian at the Southwestern Illinois Justice & Workforce Development Campus effective March 20, 2023 at an hourly rate of \$14.49 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148 and the continued receipt of external funding;

Felicia Pettiford, Keith Lee, Jacqueline Baity, Doralo Holloway and Elizabeth Gordon to the part-time grant-funded positions of ATS Driver effective April 3, 2023 at an hourly rate of \$18.27 for up to 28 hours per week based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule and the continued receipt of external funding;

Denise Brady to the part-time grant-funded SWIC EE position of Special Projects Coordinator-Adult Education Transitions effective April 3, 2023 at an hourly rate of \$24.26 for up to 30 hours per week and the continued receipt of external funding;

Cara Kriz to the part-time grant-funded SWIC EE position of Special Projects Coordinator-Marketing and Intake effective March 1, 2023 at an hourly rate of \$24.26 for up to 28 hours per week and the continued receipt of external funding; and

part-time instructors paid at the adjunct rate based upon educational attainment level and to grant POI status until effective start date:

Rachel Heinrich, Aviation Pilot Training	April 3, 2023
Ken Kopp, Aviation Pilot Training	April 3, 2023
Heather Borowiak, Office Administration and Technology	May 1, 2023
Steven Green, CISCO LACE Assistant	April 1, 2023
Anthony Rathmann, Radiologic Technology	March 10, 2023
Willie Harris, Construction Management	February 7, 2023.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkassee, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:13

Mr. Hannon moved, seconded by Mr. Roehrkassee, to approve continued employment for the second continuous year (2023-2024) of service at Southwestern Illinois College for Teri Terranova, Librarian. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkassee, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:14

Mr. Hannon moved, seconded by Mr. Roehrkassee, to return Juergen Huettner to his position of Athletic Facility & Safety Coordinator and Women’s Soccer Coach effective March 23, 2023 from the grant-funded administrative position of Director of Housing and Campus Management at the Southwestern Illinois Justice and Workforce Development Campus and to eliminate the following positions:

Full-time Grant-funded Administrative position: Director of Housing and Campus Management; and

Full-time Grant-funded Administrative position: Scheduling and Events Coordinator, Southwestern Illinois Justice and Workforce Development Campus.

Trustee Blomenkamp questioned the action as the college was provided state funding to maintain the Southwestern Illinois Justice and Workforce Development Campus (SWIJWDC). President Mance stated the City of Belleville moved its Parks and Recreation Department from the Nichols Center to the SWIJWDC to have them schedule and lease the facilities as the City of Belleville owns the building. Having a Director of Housing and Campus Management remain at that location would be a duplication of job duties. The state funding can be utilized elsewhere.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkassee, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:15

Mr. Hannon moved, seconded by Mr. Roehrkassee to amend the employment start date for Carolin Brewer, Coordinator/Instructor Cybersecurity, Networking and Cisco Networking Academy, to August 14, 2023. Upon a roll call vote, those trustees voting

aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:16

Mr. Hannon moved, seconded by Mr. Roehrkasse, to create and to advertise the following positions:

Full-time Faculty Position: Emergency Medical Technician/Paramedic;
Full-time Faculty Position: Medical Assistant;
Full-time Faculty Position: Phlebotomy;
Full-time Faculty Position: Nursing;
Full-time Faculty Position: Coordinator/Instructor Engineering;
Full-time Faculty Position: Coordinator/Instructor Cannabis;
Part-time SWIC EE Position: Greenhouse Technician; and
Full-time Grant-funded Position: Custodian, Southwestern Illinois Justice and Workforce Development Campus (4).

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:17

Mr. Hannon moved, seconded by Mr. Roehrkasse, to advertise the following positions:

Full-time Faculty Position: Coordinator/Instructor of Education;
Full-time Faculty Position: Philosophy;
Full-time Faculty Position: Coordinator/Instructor Respiratory Care;
Part-time Non-Union Position: Industrial Technology Lab Technician;
Part-time Instructor Position: eSports;
Full-time Faculty Position: Instructor Radiologic Technology;
Full-time Administrative Position: Career and Employment Specialist;
Full-time Administrative Position: Student Service Specialist;
Full-time SWIC EE Position: Administrative Assistant, Physical Plant, Belleville Campus;
Full-time Custodian Position, Belleville Campus;
Full-time Maintenance Position, Belleville Campus;
Full-time Grant-funded SWIC EE Position: Dispatcher/Scheduler, ATS;
Full-time Grant-funded SWIC EE Position: Assistant Director of Safety and Training, ATS; and
Full-time Administrative Position: Academic Advisor.

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:18

Mr. Hannon moved, seconded by Mr. Roehrkasse, to submit the names of Melissa Rossi, Math, as the college's 2023 Full-time Faculty awardee and Greg Petersen, Sign Language

Studies, as the college's 2023 Adjunct Faculty awardee and to submit to the ICCTA for the 2023 Outstanding Faculty Member and 2023 Outstanding Adjunct Faculty Member of the Year Awards. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:19

Mr. Hannon moved, seconded by Mr. Roehrkasse, to ratify the February 2023 part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

EXECUTIVE SESSION

Mr. Hannon moved, seconded by Mr. Roehrkasse, to move into Executive Session at 6:04 p.m. for collective bargaining (5 ILCS 120/2(c)(2) and property acquisition (5 ILCS 120/2(c)(5)). Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke.
PASSED

There was consensus to return to regular session at 6:15 p.m.

ACTIONS TAKEN AS A RESULT OF EXECUTIVE SESSION

MOTION 03-22-23:20

Mr. Morton moved, seconded by Mr. Hannon, to approve real estate property donation agreement with MPJ Holdings, LLC and subject to approval by the Board Attorney. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

MOTION 03-22-23:21

Mr. Hannon moved, seconded by Mr. Roehrkasse, to approve Memorandum of Understanding between Southwestern Illinois College and the Policemen's Benevolent Labor Committee-SWIC Public Safety Employees Union. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Mr. Hannon, Mr. Morton, Mr. Roehrkasse, and Mr. Campo. Nays: none. Absent: Mr. Raftopoulos and Ms. Soehlke. **PASSED**

REPORTS

President's Report

President Mance reported the Police Academy continues to expand, as well as Allied Health programs; we are moving in the right direction.

The roof on the Manufacturing Training Academy is in process.

ICCTA Report

Trustee Roehrkasse reported the ICCTA Board of Representatives meeting was held March 10-11, 2023 in Lombard, IL. He will provide the Board Highlights to the trustees when received.

The next Board of Representatives meeting is May 2; Lobby Day is May 3; both events will be in Springfield, IL.

Attorney's Report

Mr. Hoerner had nothing further.

ADJOURNMENT

Mr. Hannon moved, seconded by Mr. Roehrkasse, to adjourn the meeting at 6:20 p.m. Following a voice vote the motion carried.

Approved: **04.19.23**

Respectfully submitted,

Nick Raftopoulos
Board Chairman

Beverly J. Fiss
Secretary to the Board of Trustees