

PLANNING AND POLICY COMMITTEE
Seibert Conference Room
Belleville Campus
June 12, 2024

Committee members present:	Nick Raftopoulos, Chair Tracy Vallett
Committee member absent:	Dane Tippet
Trustees present:	Steve Campo Sean McPeak
Administrators present:	Nick Mance Linda Andres Danielle Chambers Brad Sparks Bob Tebbe Jacob Wheeler Bernie Yursa
Attorney present:	Garrett Hoerner

CALL TO ORDER

Chairman Raftopoulos called the meeting to order at 5:52 p.m.

APPROVAL OF MINUTES

Ms. Vallett moved, seconded by Mr. Raftopoulos, to approve the minutes of the May 8 2024 meeting as submitted. Upon a roll call vote those trustees voting aye were Ms. Vallett and Mr. Raftopoulos. Nays: none. Absent: Mr. Tippet. The motion carried.

REVIEW OF BOARD POLICY 6004

Administration reviewed Board Policy 6004: Investment Policy and recommended no changes.

Ms. Vallett moved, seconded by Mr. Raftopoulos, to recommend the Board of Trustees approve administration's review of Board Policy 6004: Investment Policy. Upon a roll call vote those trustees voting aye were Ms. Vallett and Mr. Raftopoulos. Nays: none. Absent: Mr. Tippet. The motion carried. (This item will appear on the consent agenda.)

SECOND READING OF PROPOSED AMENDMENTS TO BOARD POLICY 4004

Ms. Vallett moved, seconded by Mr. Raftopoulos, to recommend the Board of Trustees adopt the proposed amendments to Board Policy 4004: Residency. Upon a roll call vote those trustees voting aye were Ms. Vallett and Mr. Raftopoulos. Nays: none. Absent: Mr. Tippet. The motion carried. (This item will appear on the consent agenda.)

INFORMATION TECHNOLOGY HIGHLIGHTS

Chief Information Officer Linda Andres stated in addition to every day requests, the team is focusing on:

- Implemented proposed requisite changes and test score cutoffs for Fall 2024
- Completed preparation for FY25 bulk buy

- Installed computers in AMA building
- Installing Scala machines in AMA building
- Fine tuning charter work for swic.edu redesign
- Completed FASFA simplification (complication) project
- Continuing to upgrade machines to Windows 11 and Office 2021
- Adjunct Faculty LoadSheets to Payroll in user testing
- IT part of pilot group for Absence Management solution
- Working with Marketing on Program templates for swic.edu content
- Completed Cyber Security Training for all employees and POIs
- o Locking of accounts for non-compliance next week
- Installing Access Points for wi-fi when new switches arrive
- Added Multi-Factor-Authentication internally due to recent spamming activity
- Preparing Granite City for updated DR environments

STRATEGIC PLAN UPDATE

Chief Enrollment Development and Institutional Planning Officer Robert Tebbe reported staff is going through the final edits. Adoption of the 2025-2030 Strategic Plan will be on the June 26, 2024 agenda for action by the Board of Trustees.

MARKETING/RECRUITING/ENROLLMENT UPDATE

Chief Officer Tebbe provided the following documents:

Monthly Marketing Report

Admissions, Recruitment, & Outreach Monthly Activity Report

Enrollment for Summer 2024 is up at just over a 7% increase; and we are looking at an 8% enrollment increase for Fall 2024.

Trustee Campo requested an electronic advertising billboard/interactive video board at SWIC West. He realizes it is a huge cost upfront, but paid advertising would capture some of the cost. CFO Wheeler stated the cost would be an approved expense under the Southwestern Illinois Justice and Workforce Development Campus state funds. Chief Enrollment Development Officer Tebbe reported the Marketing team/committee is focusing on internal signage and directional wayfaring signs, along with a simplified map. The group meets weekly and more information will be provided.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Planning and Policy Committee is Wednesday, July 10, 2024 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Ms. Vallett moved, seconded by Mr. Raftopoulos, to adjourn the meeting at 6:08 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Board Secretary