



**BOARD OF TRUSTEES**  
**Community College District No. 522**  
**Marsh Conference Room**  
**Belleville Campus**  
**July 19, 2023**

**CALL TO ORDER**

A meeting of the Board of Trustees of Community College District #522 was held Wednesday, July 19, 2023 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Raftopoulos called the meeting to order at 5:30 p.m.

**ROLL CALL**

Trustees present:

Matthew Burke  
Steve Campo  
Sean McPeak  
Mark Morton  
Nick Raftopoulos  
Dane Tippet  
Tracy Vallett

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

The following items were pulled from the consent agenda:

- Item IX. Facilities and Finance Committee  
A. Bid Awards/Purchases/Contract/Ratification  
Items 6., 7., and 9.

**MOTION 07-19-23:01**

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

- approve the minutes from the special Board meeting of June 21, 2023; the Executive Session of the special Board meeting of June 21, 2023; the regular Board meeting of June 21, 2023; the Executive Session of the regular Board meeting of June 21, 2023; the

special Board meeting of June 28, 2023; and the Executive Session of the special Board meeting of June 28, 2023;

- approve first reading of proposed amendments to Board Policy 6011 and Administrative Procedure 6011AP, Information Technology Security;
- award the lowest responsible bid for six fluke calibration systems to Tiles in Style, South Holland, IL in the amount of \$48,444.44 utilizing approved funds from the Perkins Grant;
- award the lowest responsible bid for classroom and lecture hall projectors to Schillers AV, St. Louis, MO in the amount of \$44,264.00 utilizing approved departmental funds;
- award the lowest responsible bid for FY24 athletic team travel to Vandalia Bus Lines, Caseyville, IL in the amount of \$160,635.00 utilizing approved departmental funds;
- purchase Health Sciences furniture from KI Furniture, Green Bay, WI in the amount of \$43,504.54 utilizing approved funds from the PATH Grant;
- purchase ten shaft alignment trainers from Baseplate Technologies, Geismar, LA in the amount of \$45,190.00 utilizing approved HEERF III funds;
- approve contract with Naviant, Inc., Verona, WI for transition of Hyland OnBase Support from Hyland Software at no additional cost;
- ratify the purchase of ammunition from Ray O'Herron Company, Danville, IL in the amount of \$67,075.00 utilizing Police Academy grant funding and to approve procurement of ammunition for Police Academy for FY24 in an amount not to exceed \$125,000.00;
- approve FY 2024 and FY 2025 agreement with Perandoe Special Education District for use of the Red Bud Campus;
- approve the renewal of policies and premiums for the college FY 2024 insurance program with Alliant Insurance Services, Chicago, IL;
- authorize administration to prepare a Request for Proposal for Compensation Study of the administrative and non-bargaining unit positions, grades, and salaries;
- approve the FY 2024 capital request and to submit to ICCB;
- accept renewal Illinois Department on Aging grant for the Foster Grandparent Program in the amount of \$44,600.00 for the period July 1, 2023 through June 30, 2024 to provide mentoring and tutoring to special needs children ranging in age from infancy to twenty-one;
- accept renewal Illinois Department on Aging grant for the Retired Senior Volunteer Program in the amount of \$47,498.00 for the period July 1, 2023 through June 30, 2024

to engage persons 55 years of age and older in volunteer service to meet critical needs and to provide a high quality of experience that will enrich the lives of the volunteers;

- accept renewal Illinois Department on Aging grant for the Senior Companion Program in the amount of \$44,046.00 for the period July 1, 2023 through June 30, 2024 to provide volunteer services by income eligible adults age 55 and older to those at risk of institutionalization;
- accept renewal St. Clair County Mental Health 708 Board grant for the Older Adult Services Counseling program in the amount of \$108,567.00 for the period July 1, 2023 through June 30, 2024 to assist in providing individual counseling, group support, and information/referral, targeting seniors age 60 and older, and caregivers of seniors;
- accept Amendment to the ICCB grant for the Wyvetter H. Younge Higher Education Campus in the amount of \$300,000.00 for the period June 30, 2023 through June 30, 2024 to provide additional opportunities and programming at the Campus;
- approve renewal Gateway Regional Medical Center clinical agreement to allow students in the Nursing Education program to utilize the site for the purpose of providing practical learning and clinical experiences;
- approve renewal Eastern Illinois University articulation agreement to allow SWIC students holding an AA or an AAS degree in History; Communication Studies; Communication in Organization; Organization Development; or Business to transfer/earn a bachelor degree from Eastern Illinois University;
- approve new Illinois Department on Aging contract amendment to the IDOA Senior Companion Program grant to establish the rate of hourly reimbursement;
- approve renewal Madison County for Training and Employment Local Workforce Area #22 agreement outlining the terms, conditions, deliverables, and eligible vocational trades to provide training and education for students under the WIOA Program;
- approve renewal Mid-America Workforce Investment Board and Southwestern Illinois Worknet One-Stop Partners agreement which fulfills the WIOA requirement that state and local partners agree on program offerings and cost sharing to establish local workforce development services under WIOA;
- accept gifts to the college;
- accept the following resignations:  

Crystal Myers, FT Faculty-English

Tradale Hayes, College Inclusion Ambassador Coordinator

COB 7-31-23  
COB 7-21-23;
- accept the retirement notification of Mona Clark, Computing Services Coordinator, effective close of business December 20, 2023;

- appoint Andrew Dohlke to the full-time SWIC EE position of Instructional Support Technician effective August 1, 2023 at an annual salary of \$37,426 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Kyle Schenewerk to the full-time SWIC EE position of Student Life and Special Events Specialist effective August 1, 2023 at an annual salary of \$31,236 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Shannon Meier to the full-time administrative position of Purchasing Specialist effective September 1, 2023 at an annual salary of \$52,000, salary grade 3, and subject to the Personnel Procedures for Administrators;
- appoint Andre Hill to the full-time administrative position of Accountant I effective August 16, 2023 at an annual salary of \$46,000, salary grade 2, and subject to the Personnel Procedures for Administrators;
- appoint William Davis and Natalie Rios to the two full-time grant-funded positions of Custodian effective August 1, 2023 at an hourly rate of \$21.15, subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union and the continued receipt of external funding;
- appoint Alekzander Howell and Mitchell Bailey to the two full-time positions of Custodian effective August 1, 2023 at an hourly rate of \$21.15 subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union;
- appoint Debra Romero to the full-time SWIC EE position of Administrative Assistant, Physical Plant at the Belleville Campus effective July 3, 2023 at an annual salary of \$33,141 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Christopher Downard and Robert Nikonowicz to the two full-time Maintenance positions effective August 1, 2023 at an hourly rate of \$26.00 subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union;
- appoint Daryl May and Bryson Schuette to the two full-time Commissioned Public Safety Officer positions at the Belleville Campus effective July 20, 2023 and August 1, 2023 respectively at an annual salary of \$45,760 with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Policemen's Benevolent Labor Committee-SWIC Public Safety Employees Union 2022-2025;
- appoint Pamela Pruitt to the full-time grant-funded position of ATS Dispatcher effective July 20, 2023 at an hourly rate of \$20.91 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule and the continued receipt of external funding;

- appoint Susan Cantonwine to the full-time administrative position of Coordinator of Success Coaching with districtwide responsibilities effective August 1, 2023 at an annual salary of \$48,283, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Shawn Rakers to the full-time position of Coordinator/Instructor of Cannabis program effective August 14, 2023 at a base salary of \$50,441, Step 3 Below Masters, in the Full-time Faculty Collective Bargaining Agreement;
- appoint Jessica Campbell to the full-time position of Nurse Assistant Instructor effective August 14, 2023 at a salary of \$52,924, Step 1 Masters 15-29, according to the salary schedule for the 2023-2024 Academic Year in the Full-time Faculty Collective Bargaining Agreement;
- appoint Molly McDowell to the full-time position of Respiratory Care Instructor effective August 1, 2023 at up to 2 equated hours calculated according to the salary schedule for the 2022-2023 Academic Year and beginning with the 2023-2024 Academic Year a base salary of \$48,976, Step 1 of 23-24 Salary Schedule in the Full-time Faculty Collective Bargaining Agreement;
- appoint Elena Lehr to the full-time faculty position of Nurse Assistant Instructor effective August 14, 2023 at a base salary of \$48,976, Step 1 of the 2023-2024 Salary Schedule in the Full-time Faculty Collective Bargaining Agreement;
- hire the following part-time instructors paid at the adjunct rate based upon educational attainment level and to grant POI status until effective start date:

Daniel Adams, Aviation Pilot Training	August 14, 2023
Robert Eursiriwan, Pharmacy Technician	August 16, 2023
Kaylyn Klammer, Diagnostic Medical Sonography	August 16, 2023
Krystal Fietsam, Medical Laboratory Technology	August 16, 2023;

- hire Je'an Richardson and Alex Chamness to the two part-time positions of Shipping & Receiving Clerk effective July 3, 2023 at an hourly rate of \$15.00 for up to 28 hours per week and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Taylor Zimmer to the part-time SWIC EE position of Financial Aid & Veteran Services Specialist effective August 16, 2023 at an hourly rate of \$21.42 for up to 28 hours per week and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;
- appoint JaMece Scurlark to the part-time SWIC EE position of Alternate Media and Technology Accommodator effective August 1, 2023 at an hourly rate of \$24.26 for up to 28 hours per week and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;

- hire Fred Stroughter and Roosevelt Jordan to the two part-time grant-funded positions of ATS Driver effective July 6, 2023 at an hourly rate of \$18.27 for up to 28 hours per week and subject to the SWIC ATS Local 6600 Collective Bargaining Agreement and the continued receipt of external funding;
- appoint Earl Harris to the part-time grant-funded position of ATS Driver effective August 1, 2023 at an hourly rate of \$18.27 for up to 28 hours per week and subject to the SWIC ATS Local 6600 Collective Bargaining Agreement and the continued receipt of external funding;
- initiate part-time coaching contracts for the 2023-2024 fiscal year:

Tier I Positions -Head Coach

Men's Soccer	Lindsay Eversmeyer	\$ 8,000
Men's Basketball	Jay Harrington	\$12,360
Volleyball	Warren Thomas	\$ 8,241
Men's Tennis	Rebecca Kane	\$ 8,000
Women's Tennis	Rebecca Kane	\$ 8,000
Men's Golf	Doug Wilkinson	\$ 8,000
Women's Golf	Doug Wilkinson	\$ 8,000
Cheerleading	Jaki Wright	\$ 8,000

Tier II Positions -Assistant Coach

Men's Soccer	Chris Anzalone	\$ 6,200
Men's Basketball	Norm Toenjes	\$ 6,804
Baseball	Adam Donachie	\$ 6,200
Women's Basketball	Natasha Hodge	\$ 6,200
Softball	Jeff Juenger	\$ 6,200

Tier III Positions - Assistant Coach

Baseball	Jeff Wetzler	\$ 3,500
Softball	Ed Martz	\$ 3,500

- amend the employment start date for Renee Brooks, part-time grant-funded ATS Driver, from June 1, 2023 to July 6, 2023;
- create and to advertise the following positions:

Full-time administrative position: Athletic Academic Advisor and Compliance Specialist;  
 Full-time grant-funded position: Maintenance, Southwestern Illinois Justice & Workforce Development Campus;  
 Full-time Custodian position (2), Vatterott Campus;  
 Full-time Custodian position (2), Belleville Campus;  
 Full-time administrative position: Running Start Coordinator;  
 Full-time Faculty position (3): Industrial Technology/Precision Machining; and  
 Part-time grant-funded position (2): Special Project Coordinator, Early Childhood Education Program; and

- ratify the June 2023 actions concerning 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 trustees voting aye were Mr. Burke, Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: none. **PASSED**

## **APPROVAL OF BILLS**

### **MOTION 07-19-23:02**

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

Education Fund	\$2,570,338.64
Operations & Maintenance Fund	418,282.52
Operations & Maintenance Fund-Restricted	2,153,478.09
Auxiliary Enterprise Fund	268,752.25
Restricted Purposes Fund	2,013,858.10
Trust & Agency Fund	37,969.51
Audit Fund	16,200.00
Liability, Protection & Settlement Fund	100,223.92
Grand Total All Funds:	\$7,579,123.03

Upon a roll call vote, those trustees voting aye were Mr. Burke, Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: none. **PASSED**

## **PLANNING AND POLICY COMMITTEE**

Chairman Raftopoulos stated the committee had no further items to bring forward.

## **FACILITIES AND FINANCE COMMITTEE**

The committee had three additional items:

Consideration of the recommendation to proceed with athletic field lettering at the Southwestern Illinois Justice & Workforce Development Campus with Midwest Synthetic Turf Professionals, Oak Grove, MO in the amount of \$90,700.00 utilizing ICCB FY23 state funds.

Trustee Campo presented an updated rendering of the field and end zones lettering approved by Belleville Mayor Gregory. The additional lettering will result in an additional cost; however, the trustees established the threshold not to exceed \$150,000.00.

### **MOTION 07-19-23:03**

Mr. Morton moved, seconded by Mr. Burke, to proceed with the City of Belleville approved athletic field lettering at the Southwestern Illinois Justice & Workforce Development Campus with Midwest Synthetic Turf Professionals, Oak Grove, MO in an amount not to exceed \$150,000.00 utilizing ICCB FY23 state funds. Upon a roll call

vote, those trustees voting aye were Mr. Burke, Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: none. **PASSED**

The committee's second item pulled from the consent agenda:

Consideration of the recommendation to contract with Data Unlimited Inc., Collinsville, IL for direct mail advertising for Fall 2023 enrollment and 2023 Strategic Planning feedback survey in the total amount of \$40,390.00 utilizing budgeted departmental funds.

Trustee Campo suggested the expenditure be approved this year but to focus on other options next year. Chief Enrollment Development and Institutional Planning Officer Robert Tebbe reported that we have a new Director of Marketing and next year he will bring forward a comprehensive marketing plan. Trustee McPeak stated this is not a good return on investment (less than 1%) and suggested the money could be better spent in other areas.

**MOTION 07-19-23:04**

Mr. Morton moved, seconded by Mr. Tippet, to contract with Data Unlimited Inc., Collinsville, IL for direct mail advertising for Fall 2023 enrollment and 2023 Strategic Planning feedback survey in the total amount of \$40,390.00 utilizing budgeted departmental funds. Upon a roll call vote, those trustees voting aye were Mr. Burke, Mr. Campo, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: Mr. McPeak. **PASSED**

The committee's third item that was pulled from the consent agenda:

Consideration of the recommendation to approve contract with Farnsworth Group, Belleville, IL in the amount of \$90,000.00 for architectural and engineering design services for the ITC Expansion Project utilizing approved funds from the HAAS Grant.

Administration will request updated and additional information from Farnsworth Group and will bring the information forward at a future meeting. There was no action.

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE**

The committee had no additional items.

**REPORTS**

**President's Report**

President Mance reported the NJCAA named its All-Academic Teams for 2022-2023, which recognizes student-athletes across the country for their dedication in the classroom. A minimum grade point average of 3.6 is required, and twenty SWIC student athletes were named to the 2022-2023 teams. Congratulations were extended from the Board of Trustees and President Mance.

**ICCTA Report**

ICCTA Representative Trustee Vallett had no report.

**Attorney's Report**

Mr. Hoerner had nothing to report.

**MISCELLANEOUS**

The next meeting of the Board of Trustees will be August 16, 2023 at the Sam Wolf Granite City Campus. A public hearing concerning the FY 2024 tentative budget will precede the meeting.

**ADJOURNMENT**

Mr. Morton moved, seconded by Ms. Vallett, to adjourn the meeting at 5:57 p.m. Following a voice vote the motion carried.

Approved: **08-16-23**

Respectfully submitted,

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Nick Raftopoulos  
Board Chairman

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Beverly J. Fiss  
Secretary to the Board of Trustees