



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Belleville Campus
Marsh Conference Room
August 16, 2017**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, August 16, 2017 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:00 p.m.

ROLL CALL

Trustees present:

John S. Blomenkamp
Dr. Harry Briggs
Nick J. Mance
Robert G. Morton
Oscar Rodriguez, Student Trustee
Richard Roehrkasse

Trustees absent:

Philip L. Smith
Eugene Verdu

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. Trustee Morton requested the following items under the Personnel, Programs and Services Committee Report be pulled from the consent agenda:

- X.E.2. Appointment: SharePoint and Database Administrator
- X.E.5. Appointment: AmeriCorps Project Director

MOTION 08-16-17:01

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

- approve the minutes of the regular Board meeting of July 19, 2017;
- approve first reading of proposed amendments to:
Board Policy 5004: Curriculum Committee;
Board Policy 7009 and Administrative Procedure 7009AP: Mail Services; and
Board Policy 8011 and Administrative Procedure 8011AP: Customized Contract
Training Business/Industry;
- adopt proposed amendments to Administrative Procedure 4021AP: Refund Policy, and
Administrative Procedure 6007AP: Purchasing;
- award the lowest responsible bid for the college's FY 2018 athletic team travel to Huskey
Trailways, Festus, MO in the amount of \$45,960.00;
- approve agreement with Reis & Irvy's Inc., San Diego CA for the installation of two
robotic frozen yogurt robots, one at the Belleville Campus and one at the Sam Wolf
Granite City Campus;
- adopt the budget resolution by title only to place the FY 2018 Tentative Budget on
display;
- adopt the following resolution:

RESOLUTION

DECLARING THE DATES OF THE FISCAL YEAR, PROVIDING FOR A PUBLIC
HEARING ON THE TENTATIVE BUDGET AND PUBLICATION OF NOTICE OF
SAID HEARING, SCHEDULING A PUBLIC INSPECTION OF THE TENTATIVE
BUDGET AND PUBLICATION OF NOTICE OF SUCH PUBLIC INSPECTION

- accept renewal of the Adult Education and Family Literacy grant funded by the Illinois
Community College Board in the amount of \$1,005,075 for the period July 1, 2016
through December 31, 2017 to provide services to educationally disadvantaged district
residents and to support activities helping adult education students transition into post-
secondary education and/or the workplace. The grant represents state funding for
FY2017 which has been extended for usage until December 30, 2017; and the state
allocations for 2017 are \$74,105 less than the 2015-2016 funding;
- accept renewal of the Early School Leaver Transition Program grant from the Illinois
Community College Board in the amount of \$141,017 for the period July 1, 2016 through
December 31, 2017 to provide funding for programs to support disadvantaged students
age 16-21 in the completion of their GED certificates, transitioning to employment, and
entering post-secondary education; the FY2017 funding has been reduced by \$21,994
from the FY2016 grant;
- accept renewal of the Midwest Energy Efficiency Alliance grant in the amount of
\$11,667 for the period July 1, 2017 through December 31, 2017 to allow SWIC, serving

as fiscal agent for IGEN, to deliver services under the Illinois Home Performance Equipment Loan Program;

- approve new agreement between Lake Land College, District 517, and Southwestern Illinois College, District 522 to offer and to operate programs and services at the Southwestern Illinois Correctional Center located in East St. Louis, Illinois. Lake Land College has provided statewide educational opportunities to all of the state's correctional facilities for many years;
- approve renewal agreement between Illinois Community College Board (ICCB) and Southwestern Illinois College, District 522 to focus state and local efforts on continuously improving programs to facilitate the academic achievement of Career and Technical Education students;
- approve new three-year agreement between Illinois Department of Human Services and Southwestern Illinois College, District 522 to offer the Commodity Supplemental Food Program at PSOP to improve the health of income-eligible older persons by supplementing their diets with nutritious USDA commodity foods to local seniors in need;
- approve course fee adjustment;
- accept the resignation of Michelle Keim, Youth Services Coordinator, Randolph County, effective close of business August 4, 2017;
- accept the resignation of Adam Guebert, Academic Advisor in the Enrollment Services Division, effective close of business July 21, 2017;
- accept the resignation of Robin Anderson, Associate Professor of Mathematics in the Math & Sciences Division, effective close of business July 31, 2017;
- accept the resignation of Amber Akins, Academic Advisor in the Enrollment Services Division, effective close of business August 3, 2017;
- accept the resignation of John Bast, Instructor in the Respiratory Care program of the Health Sciences & Homeland Security Division, effective close of business July 31, 2018;
- accept the resignation of Emily Voellinger, Assistant Controller, Business Office, effective close of business August 1, 2017;
- appoint Katelyn Doughty to the full-time administrative position of Admissions Coordinator effective September 1, 2017 at an annual salary of \$46,000 and subject to the Personnel Procedures for Administrators;
- appoint Brandon Braye to the position of full-time Commissioned Public Safety Officer at the Belleville Campus effective September 1, 2017 at an annual salary of \$37,148.80

with employment subject to the provisions of the Collective Bargaining Agreement between SWIC and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2012-2016;

- appoint Cody Daily to the position of full-time Commissioned Public Safety Officer at the Sam Wolf Granite City Campus effective August 17, 2017 at an annual salary of \$37,148.80 with employment subject to the provisions of the Collective Bargaining Agreement between SWIC and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2012-2016;
- reassign faculty member Charles (Jim) Laing, Construction Technology Program Coordinator, to the Belleville Campus from the Sam Wolf Granite City Campus effective with the start of the fall semester 2017;
- accept the Strategic Planning Group recommendations to:
 - appoint Anna Moyer, Director of Human Resources, as the FOIA Officer;
 - appoint Beverly Fiss, Board Secretary, as the Deputy FOIA Officer;
 - approve Foundation reporting responsibilities to the Vice President for Administrative Services;
 - approve Print Shop reporting responsibilities to the Vice President for Administrative Services; and
 - approve Schmidt Art Center reporting responsibilities to Instruction;
- 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 trustees voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, and Mr. Mance. Nays: None. Absent: Mr. Smith and Mr. Verdu. **PASSED**

APPROVAL OF BILLS

MOTION 08-16-17:02

Mr. Morton moved, seconded by Dr. Briggs, to approve the bills:

Education Fund	\$ 727,893.71
Operations & Maintenance Fund	254,658.71
Operations & Maintenance Fund Restricted	539,432.78
Restricted Purposes Fund	476,162.24
Trust & Agency Fund	32,139.68
Liability, Protection & Settlement	164,153.66
Self Insurance Fund	318,785.45
Grand Total All Funds	\$2,513,226.23

Upon a roll call vote those trustees voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, and Mr. Mance. Nays: None. Absent: Mr. Smith and Mr. Verdu. **PASSED**

PLANNING AND POLICY COMMITTEE REPORT

Chairman Mance reported the committee had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkaske reported the committee, at its August 7, 2017 meeting, recommended approval of an intergovernmental agreement between Perandoe Special Education District and Southwestern Illinois College for use of space at the Red Bud Campus. Board Attorney Hoerner stated he has a draft of the agreement and recommended approval, subject to negotiations by the college attorney.

MOTION 08-16-17:03

Mr. Roehrkaske moved, seconded by Mr. Morton, to approve intergovernmental agreement between Perandoe Special Education District and Southwestern Illinois College, District 522, for use of space at the Red Bud Campus, subject to negotiations by the college attorney. Upon a roll call vote those trustees voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkaske, and Mr. Mance. Nays: None. Absent: Mr. Smith and Mr. Verdu. **PASSED**

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported the committee had no additional items.

AWARD OF PARTIAL STUDENT SUPPORT

MOTION 08-16-17:04

Mr. Morton moved, seconded by Mr. Blomenkamp, to award partial student support to Devin Winter to attend the Supported College Transition program at Lewis and Clark Community College for the summer 2017, fall 2017 and spring 2018 semesters. Upon a roll call vote those trustees voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkaske, and Mr. Mance. Nays: None. Absent: Mr. Smith and Mr. Verdu. **PASSED**

REPORTS

President's Report

Happy Birthday wishes to Trustee Verdu who celebrated his birthday August 6. Unfortunately Mr. Verdu was unable to attend the meeting but we thank him for all he does on behalf of Southwestern Illinois College.

Happy Birthday wishes were also extended to Student Trustee Oscar Rodriguez who celebrated his birthday August 14. Mr. Rodriguez was notified of a special gift this week when he was named a recipient of the Gateway Game Changer Award, sponsored by the RCGA. This award is bestowed on five students, (one from SWIC, Lewis and Clark Community College, St. Louis Community College, St. Charles Community College and Jefferson County Community College). Each of these students will be representative of their fellow students on the same journey. This is not about extraordinary stories, rather it is about students who are applying extraordinary persistence toward their degree. The students will be honored at a special event in Chaifetz Arena at St. Louis University. The Gateway Game Changer Award will come with a \$2,000 gift payable over two years to

each student. Congratulations, Oscar...and thank you for all you do on behalf of Southwestern Illinois College.

New Student Orientation

New Student Orientation (NSO) was held Thursday, August 10 and Friday, August 11. The NSO Committee worked hard this spring to develop a streamlined model for orientation that provides a preview of services available district-wide and maximizes student leader representation. College Activities Board members, members of Phi Theta Kappa Honor Society and a handful of Success Center Learning Specialists were trained by Admissions Specialists to conduct extensive campus tours for the program, with a focus on familiarizing students with the location of key service departments and a presentation of the services offered at SWIC district-wide. Parents and guests attended a Parent Support Session conducted by the Academic Advising Department staff while students went on campus tours. Instructional Division departments were invited to host Degree Program information tables, offering students and their parents/guests an opportunity to ask questions and learn more about the programs offered at SWIC. A total of 281 students and 128 guests attended one of three sessions offered. Comments from students and parents were very positive.

Student Recognition

July 31 was the first day of the 2017 Jerry F. Costello Confluence Field Station National Great Rivers Research and Education Center Internship Program Symposium proceedings. Summer Wolfe, an outstanding SWIC student scholar/researcher, was awarded a scholarship from The Monticello College Foundation. She conducted a ten-week research project entitled "*Evaluating the effectiveness of aerial spraying to control bush honeysuckle and the effect on native ground flora.*" Ms. Wolfe's could not have been more outstanding and is really a credit to the scholarship and teaching/learning process at Southwestern Illinois College.

MetroLink Windscreens

Webster University is going to run windscreen designs at eastbound and westbound MetroLink stations at the SWIC and Scott AFB locations promoting the SWIC/Webster Cybersecurity partnership, at no cost to SWIC.

SWIC Bookstore Summary - May 2016-April 2017

Key successes:

- reached first day agreement with math department
- nearly 50% of faculty submitted their book orders through Faculty Enlight, an online program
- web sales were up more than 9%, more than \$51K
- digital sales were up 50%
- they are promoting price match which is a book savings to students
- they are promoting several school spirit promotions and have four VIP event days planned throughout the year
- they are price matching amazon.com and local competitors on renting or buying books
- \$1 in every \$6 of purchases at the bookstore came from online

- they did a college insight survey just at SWIC rating the bookstore's overall performance and received an A+, 96% overall performance of excellence
- they were given high marks for easy returns and convenient location
- in customers' experience at the bookstore: they were given 50% very positive; 38% somewhat positive; and 14% neither positive nor negative.

ICCTA Report

Trustee Roehrkas provided notes from the ICCTA Planning Retreat held August 4-5, 2017 at Highland Community College in Freeport.

The next ICCTA Board of Representatives meeting will be held September 8, 2017 at Heartland Community College in Normal.

The ICCTA Board of Representatives and committee meetings/legislative update will be held November 10-11, 2017 at the Hyatt Regency Lisle in Lisle.

Attorney's Report

Mr. Hoerner had no report.

ADJOURNMENT

Mr. Morton moved, seconded by Dr. Briggs, to adjourn the meeting at 6:22 p.m. The motion carried.

Approved: **09.20.17**

Respectfully submitted,

Nick J. Mance
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees