



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
October 19, 2022**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, October 19, 2022 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:

Steve Campo
Charles Hannon
Robert G. Morton
Nick Raftopoulos
Richard Roehrkasse

Trustees absent:

John S. Blomenkamp
Sara Soehlke

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Chairman Raftopoulos 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 10-19-22:01

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

- approve the minutes from the Public Hearing of September 21, 2022 and the regular Board meeting of September 21, 2022;

- adopt proposed amendments to Board Policy 3005: Recruitment, Selection and Appointment of Faculty and Staff;
- purchase a PBU-90 disarticulating full body adult phantom for X-ray and optional pack of replacement screws from Supertech, Elkhart, IN in the amount of \$31,360.00 utilizing Higher Education Emergency Relief Funds (HEERF III);
- approve agreement with TEGNA/KSDK Channel 5 for a Spring 2023 Enrollment Ad Campaign to air between December 1, 2022 through January 16, 2023 in the total amount of \$18,500.00 utilizing budgeted departmental funds;
- approve agreement with Hubbard Radio for a Spring 2023 Enrollment Ad Campaign to air between December 1, 2022 through January 31, 2023 in the total amount of \$28,112.00 utilizing budgeted departmental funds;
- approve agreement with O'Fallon/Shiloh Chamber of Commerce for digital billboards November 1, 2022 through April 14, 2023 in the amount of \$1,400.00 utilizing budgeted departmental funds;
- ratify the completed mold and asbestos projects in the amount of \$80,342.00 with the following suppliers utilizing excess PHS funds:

Environmental Consultants, LLC, Collinsville, IL;
Midwest Service Group, St. Peters, MO; and
Servpro, Troy, IL;

- approve change order in the amount of \$20,925.00 to Zagarri Engineering, St. Louis, MO to change the build out of the booster implementation in the Main Complex at the Belleville Campus;
- dispose of a Scantron Smart Board SPNL 4065, SWIC property tag number 00015819, per Administrative Procedure 6008AP;
- accept the FY 2021 Single Audit Compliance Report for federal grant awards issued by CliftonLarsonAllen;
- accept continuation of the City of Belleville General Community Assistance grant in the amount of \$37,000 for the period July 1, 2022 through April 30, 2023 to support PSOP Activities; PSOP; ATS; Foster Grandparent Program; Senior Services Program/Housing; RSVP; and Senior Companion Program;
- accept continuation of the Illinois Department on Aging grant for the Retired Senior Volunteer Program (RSVP) in the amount of \$50,662 for the period July 1, 2022 through June 30, 2023 to engage persons fifty-five 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 continuation of Illinois Department on Aging grant for the Foster Grandparent Program (FGP) in the amount of \$43,791 for the period July 1, 2022 through June 30, 2023 to provide mentoring and tutoring to special needs children ranging in age from infancy to twenty-one;
- accept continuation of the Illinois Department on Aging grant for the Senior Companion Program (SCP) in the amount of \$44,468 for the period July 1, 2022 through June 30, 2023 to provide volunteer services by income eligible adults age fifty-five and older to those at risk of institutionalization;
- accept continuation of the Caregiver Counseling grant from AgeSmart Community Resources in the amount of \$45,000 for the period October 1, 2022 through September 30, 2023 to assist in providing individual counseling, group support, and information/referral, targeting caregivers of seniors age sixty and older;
- accept continuation of AmeriCorps grant in the amount of \$432,220 for the period September 1, 2022 through December 31, 2023; Belleville AmeriCorps at SWIC will serve as tutors, volunteer coordinators, and summer camp counselors in thirteen elementary schools; two local neighborhood associations; and three summer camps;
- accept new Southwestern Illinois Justice and Workforce Development Campus Operations grant from ICCB in the amount of \$5,900,000 for the period July 1, 2022 through June 30, 2023 to assist in the operation, management, and maintenance of 2300 West Main in Belleville, making the location a law enforcement training and workforce development campus for the region;
- accept continuation of the Adult Education Literacy grant from ICCB in the amount of \$1,240,303 (\$568,849 are federal funds) for the period July 1, 2022 through June 30, 2023 to assist assessment, basic skills instruction, English language acquisition instruction, high school equivalency instruction, career awareness, workforce preparation, online instruction, bridge programs, as well as accelerated education and training programs;
- accept new PATH Program grant from ICCB in the amount of \$930,976 for the period July 1, 2022 through June 30, 2023 to create, support, and expand the opportunities of individuals in the nursing pathway and select healthcare pathways to obtain credentials and degrees to enter and/or advance their careers in the healthcare industry;
- approve new 2+2 agreement with Lindenwood University to allow students in the Human Services Technology program to enter the Lindenwood Social Work Program as junior standing;
- approve new pathway agreement with Southern Illinois University Edwardsville to allow students in the Engineering program to transfer to SIUE for completion of baccalaureate degree in Engineering;
- approve renewal facility agreement with New Bethel Church, East St. Louis, IL to allow Adult Education classes to be held at the facility;

- approve new facility use rental agreement with Lansdowne UP to allow the use of various facility sites to provide workforce training programs and placement services;
- approve renewal facility agreement with Daytime Discoveries Learning Center, Valmeyer, IL to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve renewal facility agreement with East Saint Louis School District 189 to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve renewal facility agreement with Jack and Jill Child Development Center, Belleville, IL to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve renewal facility agreement with Kaleidoscope of Kids, Collinsville, IL to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve new facility agreement with Little Miracles Learning Center, Perryville, MO to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve new facility agreement with Mitchell Elementary School, Granite City, IL to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve renewal facility agreement with O'Fallon School District #90 to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve renewal facility agreement with Three Springs Preschool, Shiloh, IL to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve renewal facility agreement with Troy Early Childhood Center Too, Troy, IL to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve new facility agreement with Venice CUSD #3, Granite City, IL to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve renewal facility agreement with Zion Lutheran Church and School, Belleville, IL to provide practicum opportunities to students enrolled in the Early Childhood Education program;
- approve renewal affiliation agreement with BJC Health System to allow students in the Health Information program to participate in clinical experience;
- approve addendum to OSF Healthcare System, Peoria, IL agreement to amend and replace liability insurance language;
- accept gifts to the college of eight pieces of artwork donated to the Schmidt Art Center permanent collection;

- approve course fees for EET; PMT; and HVAR courses and SLS 103;
- accept the following resignations:

Kelsey Fritsche, Academic Advisor	COB 09-23-22
Marshal Brooks, Commissioned Public Safety Officer at the Belleville Campus	COB 10-17-22;

- accept the following retirement notifications:

Carolyn Beal, ECE/EDU Coordinator/Instructor	COB 07-31-24
Adela McColpin, Accountant II	COB 10-31-22
Richard Spencer, Professor of Philosophy	COB 07-31-24 (date change)

- appoint Cheryl Reynolds to the full-time administrative position of HRIS and Benefits Specialist effective November 16, 2022 at an annual salary of \$56,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators
- appoint Matthew Cassity to the full-time administrative position of Senior Systems Analyst Programmer effective November 1, 2022 at an annual salary of \$95,000, salary grade 8, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint David Kronk to the full-time administrative position of PeopleSoft Database Administrator effective November 1, 2022 at an annual salary of \$113,500, salary grade 8, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Jasmine Jefferson to the full-time grant-funded SWIC EE position of Safety and Training Coordinator, ATS effective November 1, 2022 at an hourly rate of \$20.91 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule for up to 40 hours per week and the continued receipt of external funding;
- appoint Darrell Robin to the full-time administrative position of Associate Dean of Arts & Humanities effective January 3, 2023 at an annual salary of \$85,000, salary grade 7, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Madeline Pea to the full-time administrative position of Social Media Specialist effective November 1, 2022 at an annual salary of \$50,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Stephen Mruzik to the full-time administrative position of Academic Advisor and Program Specialist effective November 1, 2022 at an annual salary of \$47,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint LeKeisha Norman to the full-time administrative position of Academic Advisor and Program Specialist effective November 1, 2022 at an annual salary of \$47,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;

- appoint Christie Draper to the full-time SWIC EE position of Student Accounts Receivable Clerk at the Belleville Campus effective November 1, 2022 at an annual salary of \$32,813 and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Angela Hendricks to the full-time grant-funded instructor position for the Medical Assistant/Medical Lab Technology program effective November 1, 2022 at an annual salary of \$51,461 in accordance with the Full-time Faculty Collective Bargaining Agreement and the continued receipt of external funding;
- appoint Lisa Williams to the full-time grant-funded instructor position for the Phlebotomy program effective November 1, 2022 at an annual salary of \$48,491 in accordance with the Full-time Faculty Collective Bargaining Agreement and the continued receipt of external funding;
- appoint Rachel Sullivan to the full-time administrative position of Science Lab Coordinator effective November 1, 2022 at an annual salary of \$48,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Marcus Gladney to the full-time SWIC EE position of Shipping and Receiving Clerk at the Belleville Campus effective November 1, 2022 at an annual salary of \$31,236 in accordance with the SWIC EE Collective Bargaining Agreement;
- hire Sarah Samples to the part-time SWIC EE position of Digital Print Technician at the Belleville Campus effective November 16, 2022 at an hourly rate of \$15.00 for up to 28 hours per week in accordance with the current SWIC Educational Employees IFT-AFT Local 6600 salary schedule;
- hire Adam Donachie to the part-time position of Custodian effective October 20, 2022 at an hourly rate of \$14.49 for up to 28 hours per week subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148;
- hire Dierra Terrell and Corey Burries to the part-time grant-funded SWIC EE positions of ATS Dispatcher effective November 1, 2022 at an hourly rate of \$18.27 and \$18.36 respectively for up to 28 hours per week in accordance with the current SWIC-ATS IFT-AFT Local 6600 salary schedule and the continued receipt of external funding;
- hire Jeron Navies, Trevon Lewis, Fredrick Jackson, Shannon Hunter-Hammon, Leona Hogan and Brooke Atterberry to the part-time grant-funded SWIC EE position of ATS Driver effective November 1, 2022 at an hourly rate of \$18.27 for up to 28 hours per week in accordance with the current SWIC-ATS IFT-AFT Local 6600 salary schedule and upon a clear background, DOT physical and the continued receipt of external funding;
- hire the following part-time non-union positions:

Grace Kohring, PTA LACE Assistant effective 09-26-22 @ \$20.37/hr; and
 Sylvia Courtney, Adult Education Tutor effective 11-01-22 @ \$26.50/hr;

- hire the following part-time instructors:

Dr. Michael Dyer, Biology (SURS Annuitant 08.18.22);
 John Cunningham, Construction Management (grant-funded 09.26.22);
 William Stone, IML 105 (grant-funded 10.05.22);
 Nicholas Emke, Precision Machining Technology (10.19.22);
 Daniel Wymouth, Construction Management (01.09.23);
 Darin Hartman, EMS (01.03.23); and
 Geng Liu, Biology (01.06.23);

- hire the following applicants to the Belleville AmeriCorps program for the 2022/2023 Program Year:

Gavin Guinn
 Mary Long;

- create and to advertise the following positions:

Full-time SWIC EE Position: General Lab Technician, Physical Science;
 Full-time Administrative Position: Associate Dean of Technical Education and Workforce Development;
 Full-time Administrative Position: Director of Schmidt Art Center; and
 Full-time Grant-funded Administrative Position: Coordinator of Success Coaching at the Belleville Campus with districtwide responsibilities;

- approve the following administrative position changes supporting the Adult Education program:

Leslie Wagner to the full-time grant-funded administrative position of Program Director of ESL/Civic Education and Intake Specialist at an annual salary of \$57,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators; and

Torrin Suedmeyer to the full-time grant-funded administrative position of Adult Transition Coordinator and ABE Site Manager-SWGCC at an annual salary of \$55,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators;

- assign SSS-062 to Grade 6 under the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO and to adjust the title to Foundation Support Specialist;
- transfer Part-time Commissioned Public Safety Officer Brian Etherton from the Sam Wolf Granite City Campus to the Belleville Campus effective October 20, 2022 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;
- renew medical insurance plan, administered by BlueCross BlueShield of Illinois, for the period January 1, 2023 through December 31, 2023;

- renew the dental insurance plan, administered by BlueCross BlueShield of Illinois, for the period January 1, 2023 through December 31, 2023;
- renew the voluntary vision insurance plan, administered by BlueCross BlueShield of Illinois, for the period January 1, 2023 through December 31, 2023;
- renew agreement with Benefit Resource Inc. (BRI) for administration of the FSA, HSA and COBRA for the period January 1, 2023 through December 31, 2023;
- renew agreement with New York Life/CIGNA for administration of the life insurance and long-term disability plans for the period January 1, 2023 through December 31, 2023;
- renew the additional value-added benefits, to include an Employee Assistance Program (Perspectives), Critical Illness (BCBS), and Accident Insurance (BCBS) for the period January 1, 2023 through December 31, 2023; and
- ratify the September 2022 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 members voting aye were Mr. Campo, Mr. Hannon, Mr. Morton, Mr. Roehrkassee, and Mr. Raftopoulos. Nays: none. Absent: Mr. Blumenkamp and Ms. Soehlke.

PASSED

APPROVAL OF BILLS

MOTION 10-19-22:02

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

Education Fund	\$3,631,397.88
Operations & Maintenance Fund	554,634.76
Operations & Maintenance Fund-Rest	1,133,118.70
Restricted Purposes Fund	545,224.69
Trust & Agency Fund	17,018.22
Liability, Protection & Settlement Fund	30,584.15
Grand Total All Funds:	\$5,911,978.40

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

PLANNING AND POLICY COMMITTEE REPORT

Chairman Hannon reported the committee had nothing further.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkassee reported the committee had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Campo reported the committee had nothing further.

REPORTS

President's Report

President Mance had no report.

ICCTA Report

Trustee Roehrkasse reported the next meetings of the ICCTA Board of Representatives and the ICCCP (Illinois Community College Council of Presidents) will be held November 11-12, 2022 in Downers Grove, IL.

Trustee Roehrkasse stated Tuesday, November 8, 2022 is Election Day and encouraged everyone to vote.

Attorney's Report

Mr. Hoerner had no report.

ADJOURNMENT

Mr. Hannon moved, seconded by Mr. Roehrkasse, to adjourn the meeting at 5:49 p.m. Upon a voice voter the motion carried.

Approved: **11.16.22**

Respectfully submitted,

Nick Raftopoulos
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees