



BOARD OF TRUSTEES
Community College District No. 522
Belleville Campus
Marsh Conference Room
November 17, 2021
5:30 p.m.

AGENDA

- I. CALL TO ORDER BY CHAIRMAN**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL BY SECRETARY**
- IV. PUBLIC COMMENTS**
- V. CONSIDERATION OF APPROVAL OF ITEMS ON THE CONSENT AGENDA**
- VI. APPROVAL OF MINUTES**
 - A. Special Board Meeting of October 6, 2021**
 - B. Executive Session of October 6, 2021**
 - C. Regular Board Meeting of October 20, 2021**
 - D. Executive Session of October 20, 2021**

VII. APPROVAL OF BILLS

Education Fund	\$1,118,452.87
Operations & Maintenance Fund	284,127.92
Operations & Maint. Fund Restricted	53,671.80
Bond & Interest Fund	4,394,358.73
Restricted Purposes Fund	423,891.29
Trust & Agency Fund	8,044.16
Audit Fund	4,300.00
Liability, Protection & Settlement Fund	28,392.39
Grand Total All Funds:	\$6,315,239.16

■ VIII. PLANNING AND POLICY COMMITTEE REPORT

A. SECOND READING OF PROPOSED AMENDMENT TO BOARD POLICY 2001 ARTICLE V SECTION 13

- 1. Consideration of the recommendation to approve second reading of proposed amendment to Board Policy 2001: Board of Trustees Bylaws.**

B. FIRST READING OF PROPOSED AMENDMENT TO BOARD POLICY 2001 ARTICLE V SECTION 14

- 1. Consideration of the recommendation to approve first reading of proposed amendment to Board Policy 2001: Board of Trustees Bylaws.**

■ X. FACILITIES AND FINANCE COMMITTEE REPORT

A. PURCHASES/AGREEMENTS/CONTRACTS

- 1. Consideration of the recommendation to purchase staff task chairs for the Information Science Building from Louer Planning & Facility, Inc. Collinsville, IL in the amount of \$107,654.31 utilizing budgeted department funds.**
- 2. Consideration of the recommendation to purchase carpet for the Information Science Building from CI Select, St. Louis MO in the amount of \$70,645.00 utilizing budgeted department funds.**
- 3. Consideration of the recommendation to purchase HVAR lab/welding component for the welding program from Cee Kay Supply, St. Louis MO in the amount of \$66,742.58 utilizing Workforce Equity Development grant funds.**

- 4. Consideration of the recommendation to purchase study pods for the Sam Wolf Granite City Campus Library from Egyptian Workspace Partners, Belleville, IL in the amount of \$121,277.95 utilizing the Higher Education Emergency Relief Funds (HEERF) grant funds.**
- 5. Consideration of the recommendation to renew the Axway maintenance contract for the period January 1, 2022 through June 30, 2022 (six months) for \$11,874.13 utilizing budgeted department funds.**
- 6. Consideration of the recommendation to purchase a design to determine cellular booster location at the Belleville, Sam Wolf Granite City, and Red Bud campuses from Zagarr Engineering, St. Louis, MO in the amount of \$16,410.00 utilizing the CARES grant funds.**
- 7. Consideration of the recommendation to purchase licensing, training, and professional services to implement OnBase Document Imaging software from Hyland Software, Westlake, Ohio for a total cost of \$165,034.00 utilizing the CARES grant funds.**
- 8. Consideration of the recommendation to purchase 300 wireless Kajeet internet hubs for student and employee use from CDW-G, Chicago, IL for a total cost of \$63,021.00 utilizing CARES, Workforce Equity and Adult Education grant funds.**
- 9. Consideration of the recommendation to renew TargetX Recruitment Suite contract from TargetX for five-year amount of \$176,000.00 (\$35,200.00/year) utilizing budgeted department funds.**
- 10. Consideration of the recommendation to purchase Spring 2022 enrollment advertising from TEGNA/KSDK Channel 5 in the amount of \$18,500.00 utilizing budgeted department funds.**
- 11. Consideration of the recommendation to purchase radio advertising for Spring 2022 enrollment from Hubbard Radio in the amount of \$28,100 utilizing the budgeted department funds.**
- 12. Consideration of the recommendation to approve the Running Start Agreement template for the 2022-2023 academic year which reduces the program cost from \$4,858 per year to \$4,148 per year.**
- 13. Consideration of the recommendation to approve the Homeschooled Running Start Agreement template for the 2022-2023 academic year which reduces the program cost from \$4,858 per year to \$4,148 per year.**

B. DISPOSAL OF COLLEGE PROPERTY

1. Consideration of the recommendation to dispose of the following college property in accordance with Board Policy 6008 and Administrative Procedure 6008AP, Disposal of College Property:

1999 Plymouth Voyager Minivan,
VIN#2P4G25G9XR315449
License # M113670
Cost \$16,965
Date 1/4/1999
SWIC Tag #00012490

C. PROTECTION, HEALTH, AND SAFETY (PHS) PROJECT AUTHORIZATION

1. Consideration of the recommendation to approve the following proposed PHS projects for FY2022 from FGM Architects. Project budget total is \$2,132,930.00.

	Project Total	Architect Fee
Fire Alarm Upgrade	\$ 650,000.00	\$ 68,120
Granite City Chiller Replacement	\$ 500,000.00	\$ 57,500
PSOP Boiler Replacement	\$ 60,000.00	\$ 8,800
Emergency Mass Notification	\$ 922,930.00	\$ 92,300
Total	\$2,132,930.00	\$226,720

D. TAX LEVY CALENDAR YEAR 2021 FOR FY 2023

1. Consideration of the recommendation to adopt tax levy resolutions by title only.
2. Consideration of the recommendation to adopt Resolution Adopting Calendar Year 2021 Tax Levy.

RESOLUTION ADOPTING CALENDAR YEAR 2021 TAX LEVY

Education Fund	\$ 10,385,597.00
Operations and Maintenance Fund	\$ 2,203,005.00
Education Equity Tax	\$ 10,283,314.00
Liability Fund	\$ 4,250,000.00
Audit Fund	\$ 60,000.00
Bond Fund	\$ 4,518,764.00
Protection, Health, and Safety Fund	\$ 3,250,000.00
Total Aggregate Tax Levy	\$ 34,950,680.00

3. Consideration of the recommendation to adopt Resolution of Intent to Levy an Additional Tax pursuant to Section 3-14.3 of the Illinois Public Community College Act.

■ X. PERSONNEL, PROGRAMS, AND SERVICES COMMITTEE REPORT

A. AGREEMENTS

1. Consideration of the recommendation to approve agreements.

B. 2021-2022 AND 2022-2023 ACADEMIC CALENDARS

1. Consideration of the recommendation to amend the 2021-2022 and 2022-2023 Academic Calendars.

C. CURRICULUM AND NEW PROGRAMS

1. Consideration of the recommendation to approve the curriculum for the new programs of:
 - Ag Business Management, OCCUP 0082, AAS Degree, 64 credit hours
 - Diagnostic Medical Sonography, OCCUP 028A, Certificate, 42 credit hours

D. COURSE FEES

1. Consideration of the recommendation to approve the course fees effective Fall 2021 and Summer 2022.

E. RETIREMENT NOTIFICATIONS

1. Consideration of the recommendation to accept the retirement notification of Tom Bilyeu, a full-time faculty member in the business division and coordinator for Management & Marketing, effective close of business December 31, 2022.
2. Consideration of the recommendation to accept the retirement notification of Matt Swinford, a full-time faculty member in the business division and coordinator for Cybersecurity & Networking, effective close of business August 1, 2023.

F. RESIGNATIONS

1. Consideration of the recommendation to accept the resignation of: Carole Presson, Assistant Professor of Administration of Justice, effective close of business December 22, 2021.
2. Consideration of the recommendation to accept the resignation of: Susan Leahy, Director of Finance, effective close of business January 4, 2022.
3. Consideration of the recommendation to accept the resignation of: Nicole Snedigar, Assistant Human Resources Director, effective close of business September 30, 2021.

G. APPOINTMENTS

- 1. Consideration of the recommendation to appoint the full-time SWICEE position of Administrative Assistant to the Dean of Arts & Sciences, effective January 3, 2022 at an annual salary of \$34,855, in accordance with the SWICEE Collective Bargaining Agreement.**
- 2. Consideration of the recommendation to appoint the full-time SWICEE position of Shipping/Receiving Coordinator, effective December 1, 2021 at an annual salary of \$37,055, in accordance with the SWICEE Collective Bargaining Agreement.**
- 3. Consideration of the recommendation to appoint the full-time administrative position of Instructional Technology Manager effective January 3, 2022 at an annual salary of \$60,000 at salary grade 3 and subject to the provisions of the Personnel Procedures for Administrators.**
- 4. Consideration of the recommendation to appoint the full-time administrative position of Financial Aid Technical Specialist, effective November 18, 2021 at an annual salary of \$46,000 at salary grade 2 and subject to the provisions of the Personnel Procedures for Administrators.**
- 5. Consideration of the recommendation to appoint the full-time administrative position of Coordinator of Culinary and Food Truck Operations, effective December 1, 2021 at an annual salary of \$50,000 at salary grade 2 and subject to the provisions of the Personnel Procedures for Administrators.**
- 6. Consideration of the recommendation to appoint the full-time administrative position of Director of Adult Education, effective November 18, 2021 at an annual salary of \$90,000 at salary grade 7 and subject to the provisions of the Personnel Procedures for Administrators.**
- 7. Consideration of the recommendation to appoint the full-time administrative position of Director of Payroll, effective January 3, 2022 at an annual salary of \$81,000 at salary grade 6 and subject to the provisions of the Personnel Procedures for Administrators.**
- 8. Consideration of the recommendation to appoint the full-time administrative position of Director of Student Finance, effective December 1, 2021 at an annual salary of \$72,000 at salary grade 6 and subject to the provisions of the Personnel Procedures for Administrators.**
- 9. Consideration of the recommendation to appoint two (2) full-time faculty positions of grant-funded LPN/Nurse Assistant Instructor, effective December 1, 2021 at an annual salary of \$50,951 in accordance with the FT Faculty Memorandum of Understanding.**

10. **Consideration of the recommendation to appoint three (3) full-time Custodian positions effective December 1, 2021 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.**

H. AUTHORIZATION TO HIRE

1. **Consideration of the recommendation to hire Michelle Carroll to the part-time 12-month SWIC EE position of Administrative Assistant at the Sam Wolf Granite City Campus, effective November 18, 2021 at an hourly rate of \$14.38 for up to 28 hours per week in accordance with the current SWIC Educational Employees IFT-AFT Local 6600 salary schedule.**
2. **Consideration of the recommendation to hire Christopher Parciak to the part-time SWIC EE position of Library Services Assistant, effective December 1, 2021 at an hourly rate of \$11.11 for up to 28 hours per week in accordance with the current SWIC Educational Employees IFT-AFT Local 6600 salary schedule.**
3. **Consideration of the recommendation to hire Brad Dietrich to the part-time SWIC EE position of Physical Fitness Assistant, effective November 18, 2021 at an hourly rate of \$16.50 for up to 28 hours per week in accordance with the current SWIC Educational Employees IFT-AFT Local 6600 salary schedule.**
4. **Consideration of the recommendation to hire Douglas Fitzpatrick, George Tillman, and Alexander Maxwell to the part-time grant-funded SWIC EE position of ATS Driver, effective December 1, 2021 at an hourly rate of \$15.00 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.**
5. **Consideration of the recommendation to hire part-time instructors, effective January 10, 2022 for the Spring 2022 term at a salary based on education attainment and number of credit hours assigned and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:**

**Lisa Jellum, Health & Science
Christopher Strangeman, History
Faith Fields, Nursing Education
Amy Signore, Nursing Education
Maria Sutherland, Nursing Education
Daniel McCoy, Music**

6. **Consideration of the recommendation to hire two emergency part-time LPN Practical Nursing Clinical instructors at a salary determined based on**

education attainment and number of credit hours assigned and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Bethany Phillips effective 10/18/21
Carmen Potter effective 10/19/21

7. Consideration of the recommendation to hire two (2) part-time Custodians, effective December 1, 2021 at an hourly rate of \$14.07, subject to the provisions of the Collective Bargaining Agreement between District #522 and Local 148

Makayla Cumins
Catrina Harrington

8. Consideration of the recommendation to approve five (5) part-time coaching contracts, effective for FY 2022:

Ed Martz	Softball	\$3,500
Bo Burkhart	Men's Basketball	\$3,500
Jonathan Denny	Women's Basketball	\$3,500
Brad Dietrich	Women's Soccer	\$3,500
Jonathan Brandt	Baseball	\$3,500

9. Consideration of the recommendation to hire Jan Worms as a part-time member in the Belleville AmeriCorps program for the 2021-2022 program year.

I. AUTHORIZATION TO CREATE AND TO ADVERTISE NEW POSITIONS

1. Consideration of the recommendation to create and to advertise the following positions:

Full-time administrative position of SharePoint Administrator, at salary grade 7 per the Administrator pay scale.

Two full-time administrative positions of Academic Advisor and Intake Specialist, at salary grade 2 per the Administrator pay scale.

Two part-time SWICEE positions of Success Programs Support Specialist, with a starting salary of \$14.53 per hour up to 28 hours per week.

J. REQUEST TO TRANSFER

1. Consideration of the recommendation to transfer Elizabeth Farer, the Special Projects Coordinator HSE (PTEC-080-05) to Special Projects Coordinator Vocational (PTEC-016-01) effective November 18, 2021.

K. RATIFICATION OF PART-TIME PERSONNEL ACTIONS

- 1. Consideration of the recommendation to ratify the October 2021 part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.**

XI. EXECUTIVE SESSION TO DISCUSS PERSONNEL (5 ILCS 120/2(c)(1)); COLLECTIVE BARGAINING (5 ILCS 120/2(c)(2)); PROPERTY ACQUISITION (5 ILCS 120/2(c)(5)); AND/OR LITIGATION (5 ILCS 120/2(c)(11))

XII. ACTION/S TAKEN AS A RESULT OF EXECUTIVE SESSION

XIII. REPORTS

- A. PRESIDENT**
- B. ILLINOIS COMMUNITY COLLEGE TRUSTEE ASSOCIATION**
- C. BOARD ATTORNEY**

XIV. MISCELLANEOUS

XV. ADJOURNMENT