



**BOARD OF TRUSTEES
Community College District No. 522
Marsh Conference Room
Belleville Campus
November 20, 2019
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. Regular Board Meeting of October 16, 2019

B. Executive Session of October 16, 2019

C. Special Board Meeting of October 23, 2019

VII. APPROVAL OF BILLS

Education Fund	\$2,911,640.43
Operations & Maintenance Fund	358,791.19
Operations & Maintenance Fund-Rest	802,400.00
Restricted Purposes Fund	332,802.40
Trust & Agency Fund	26,870.45
Liability, Protection & Settlement Fund	85,301.73
Grand Total All Funds:	\$4,517,806.20

■ **VIII. PLANNING AND POLICY COMMITTEE REPORT**

A. ADOPTION OF PROPOSED AMENDMENTS TO BOARD POLICY 7013 AND ADMINISTRATIVE PROCEDURE 7013AP

1. **Consideration of the recommendation to adopt proposed amendments to Board Policy 7013 and Administrative Procedure 7013AP, Telephone Service.**

B. FIRST READING OF PROPOSED AMENDMENTS TO BOARD POLICY 7016 AND ADMINISTRATIVE PROCEDURE 7016AP

1. **Consideration of the recommendation to approve first reading of proposed amendments to Board Policy 7016 and Administrative Procedure 7016AP, Acceptable Use of Information Technology Resources.**

■ **IX. FACILITIES AND FINANCE COMMITTEE REPORT**

A. BID AWARDS

1. **Consideration of the recommendation to approve the purchase of a Mobile Lab Trailer to Featherlite, Inc., Cresco, IA in the amount of \$143,125.00 funded by the Workforce Equity Initiative grant.**
2. **Consideration of the recommendation to approve the purchase of Mobile Lab Equipment to Tormach Inc., Waunakee, WI in the amount of \$73,528.20 funded by the Workforce Equity Initiative grant.**
3. **Consideration of the recommendation to award the lowest responsible bid for a food truck to Food Truck Factory LLC, Alton, IL in the amount of \$79,500.00 funded by the Workforce Equity Initiative grant.**
4. **Consideration of the recommendation to award the lowest responsible bid for Vidmar Cabinets to MSC Industrial Supply, Maryland Heights, MO in the amount of \$73,498.86 funded by the Perkins grant.**

B. COMPUTER AND SERVER PURCHASES

1. **Consideration of the recommendation to approve bulk computer purchase of 24 Apple computers from CDW-G, Chicago, IL in the amount of \$88,796.00 funded through departmental budgeted funds.**
2. **Consideration of the recommendation to approve bulk computer purchase of 194 Dell computers from Dell, Round Rock, TX in the amount of \$240,226.22 funded through departmental budgeted funds.**
3. **Consideration of the recommendation to approve purchase of two R640 Poweredge Servers for PeopleSoft upgrades from Dell, Round Rock, TX in the amount of \$15,495.92 funded through departmental budgeted funds.**

4. Consideration of the recommendation to approve purchase of two T7920 Search and ID Web Archive Servers from Dell, Round Rock, TX in the amount of \$20,758.08 funded through departmental budgeted funds.

C. DISPOSAL OF COLLEGE PROPERTY PER ADMINISTRATIVE PROCEDURE 6008AP

1. Consideration of the recommendation to dispose of a Smartboard, SWIC tag #00012514 located at the Sam Wolf Granite City Campus.
2. Consideration of the recommendation to dispose of a Panasonic PT-L595U LCD Projector, SWIC tag #00003369 located at the Belleville Campus.
3. Consideration of the recommendation to dispose of a Note Vision 3 Data/Video Projector, SWIC tag #00023102 located at the Belleville Campus.
4. Consideration of the recommendation to dispose of a Dell Server, SWIC tag #00012524 located at the Belleville Campus.

D. CALENDAR YEAR 2019 TAX LEVY RESOLUTION

1. Consideration of the recommendation to adopt tax levy resolution by title only.
2. Consideration of the recommendation to adopt Resolution Adopting Calendar Year 2019 Tax Levy.

RESOLUTION ADOPTING CALENDAR YEAR 2019 TAX LEVY

Education Fund	\$ 9,612,157.00
Operations and Maintenance Fund	2,038,942.00
Education and Operations and Maintenance Funds	9,502,928.00
Liability, Protection, and Settlement Fund	4,250,000.00
Audit Fund	60,000.00
Operations and Maintenance Fund (Restricted)- Protection Health and Safety Levy	3,250,000.00
Total Aggregate Tax Levy	\$28,714,027.00

■ X. PERSONNEL, PROGRAMS, AND SERVICES COMMITTEE REPORT

A. GRANTS

1. Consideration of the recommendation to accept grant awards.

B. AGREEMENTS

1. Consideration of the recommendation to approve agreements.

C. NEW CERTIFICATE: SOCIAL MEDIA/E-MARKETING

- 1. Consideration of the recommendation to approve the Social Media/E-Marketing Certificate, OCCUP 031G, as part of the Business Division's Marketing Program.**

D. RESIGNATIONS

- 1. Consideration of the recommendation to accept the resignation of Ellen Scott, Accounts Receivable Clerk in the Student Services Division, effective close of business October 25, 2019.**
- 2. Consideration of the recommendation to accept the resignation of Lauri Dougherty, Grant Specialist for SWIC's Adult Education Department, effective close of business October 25, 2019.**

E. APPOINTMENTS

- 1. Consideration of the recommendation to appoint the full-time administrative position of Director of Enrollment Development effective January 16, 2020 at an annual salary of \$79,500 and subject to the Personnel Procedures for Administrators.**
- 2. Consideration of the recommendation to appoint the full-time administrative position of Program Research Specialist effective December 2, 2019 at an annual salary of \$45,000 and subject to the Personnel Procedures for Administrators.**
- 3. Consideration of the recommendation to appoint the full-time grant-funded administrative position of Program Outreach Coordinator effective December 2, 2019 at an annual salary of \$50,500 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding.**
- 4. Consideration of the recommendation to appoint the full-time grant-funded administrative position of Student Services Specialist effective December 2, 2019 at an annual salary of \$46,000 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding.**
- 5. Consideration of the recommendation to appoint the full-time grant-funded administrative position of Student Services Specialist effective December 2, 2019 at an annual salary of \$40,000 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding.**
- 6. Consideration of the recommendation to appoint the part-time SWIC EE position of Success Center Computer Lab Assistant effective December 2, 2019 at an hourly rate of \$13.38 for up to 28 hours per week.**
- 7. Consideration of the recommendation to appoint the full-time grant-funded SWIC EE position of Coordinator, Safety and Training ATS effective December 2, 2019 at an annual salary of \$31,847 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding.**

8. **Consideration of the recommendation to appoint the full-time Physical Plant Shift Leader (evening shift) at the Sam Wolf Granite City Campus effective December 1, 2019 at an hourly rate of \$29.85 according to the provisions of the agreement between Service Employees Union Local #116 and Southwestern Illinois College.**
9. **Consideration of the recommendation to appoint the full-time Custodian position at the Belleville Campus effective December 1, 2019 at an hourly rate of \$21.15.**
10. **Consideration of the recommendation to appoint the full-time Custodian position at the Belleville Campus effective December 1, 2019 at an hourly rate of \$21.15.**
11. **Consideration of the recommendation to appoint two full-time positions of Public Safety Commissioned Officer at the Belleville Campus effective December 2, 2019 at an annual salary of \$38,188 with employment subject to provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2016-2019.**
12. **Consideration of the recommendation to appoint the full-time position of Public Safety Commissioned Officer at the Sam Wolf Granite City Campus effective December 2, 2019 at an annual salary of \$38,188 with employment subject to provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2016-2019.**
13. **Consideration of the recommendation to appoint the part-time position of SWIC EE Network Connectivity Technician at the Belleville Campus effective December 2, 2019 at an hourly rate of \$20.59 for up to 28 hours per week.**
14. **Consideration of the recommendation to appoint the full-time administrative position of Sr. Community Services and Financial Aid Analyst at an annual salary of \$67,133 and subject to the Personnel Procedures for Administrators.**
15. **Consideration of the recommendation to appoint the part-time grant-funded SWIC EE position of Advocacy Representative effective December 2, 2019 at an hourly rate of \$10.58 for up to 15 hours per week.**

F. AUTHORIZATION TO HIRE

1. **Consideration of the recommendation to hire the following individuals:**

Olivia Clark, part-time SWIC EE position of Physical Fitness Specialist, effective December 3, 2019 at an hourly rate of \$17.50 for 10-20 hours per week;

Sakeenah Daniels, part-time SWIC EE position of Office Clerk-Pearson Vue/HiSET, effective December 2, 2019 at an hourly rate of \$10.58 for up to 28 hours per week;

Madila Pereira, full-time grant-funded SWIC EE position of Literacy ELA Secretary, effective December 2, 2019, Grade 4 of the SWIC Educational Employees IFT-AFT Local 6600 salary schedule and contingent upon the continued receipt of external funding;

Jennifer Percy, part-time Radiologic Technology (RT) Clinical Instructor/Supervision at an hourly rate of \$25.00 for .5 hours weekly for the Spring 2020 semester;

Cynthia Jenkins (9.19.19), Susan McDonald (12.02.19), Kimberly Mohr (12.02.19) and Meredith Shivers (12.02.19), part-time faculty in the Adult Education Department for Remedial Studies with additional duties at an hourly rate of \$25.00 for six hours per week;

Part-time Faculty for the Fall 2019 and Spring 2020 Semesters at a determined salary based on educational attainment and number of credit hours assigned:

Business Division

**Jason Caraway, Paralegal, January 6, 2020
Art Elliot, Accounting, January 6, 2020
Ken Kelly, Logistics and Supply Chain Management, January 6, 2020
Brian Link, Networking, January 6, 2020
Dustin Warfel, Accounting, January 6, 2020
Sam Williams, Logistics and Accounting, January 6, 2020**

Health Sciences and Homeland Security

**Minecia Bland, Medical Laboratory Technology, Spring 2020
Rachel Dulaney, Nursing Education Instructor, Spring 2020
Shanan Hesseldenz, Nutrition Instructor, Spring 2020
Christina Jenkins, Nursing Education Instructor, Spring 2020**

Math and Science

**Judy Glynn, Biology, Spring 2020
David Penwell, Physics, Spring 2020
Teri Whealon, Chemistry, Spring 2020**

Technical Education

**Darren Goodlin, Electrical Program, December 2, 2019
Alex Scholl, Aviation Pilot Training, January 6, 2020**

- 2. Consideration of the recommendation to ratify the hire of part-time faculty for the Fall 2019 semester effective November 6, 2019 under emergency-hire conditions:**

Health Sciences and Homeland Security

**Kyle Schulte, AOJ/Police Academy, \$41.73/hr for 5 hours
Jonathan Friederich, AOJ/Police Academy, \$41.73/hr for 5 hours**

G. POSITION/WAGE REVIEW FOR PTEC-212-01

- 1. Consideration of the recommendation to assign PTEC-212-01, Perkins and CTE Coordinator, a starting wage of \$17.50 per hour and to adjust the salary of bargaining unit member Pamela Benson to an hourly rate of \$19.58 for FY 2020 in accordance with Article 15.B.4, page 38, of the SWIC EE CBA.**

H. CHANGE IN ANNUAL RATE OF PAY

- 1. Consideration of the recommendation to correct the annual rate of pay for newly-hired full-time grant-funded Assistant Director of Adult Education Meredith Shivers from \$59,000 to \$59,900 effective November 1, 2019 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding.**

I. CHANGE IN EMPLOYMENT START DATE

- 1. Consideration of the recommendation to change hire date of part-time ATS driver Alfred Fox from November 1, 2019 to December 2, 2019.**

J. REQUEST TO CREATE AND TO ADVERTISE

- 1. Consideration of the recommendation to create and to advertise a full-time position of SWIC EE Accounts Receivable Specialist, Grade 7, in lieu of advertising the vacant SSS-109 Accounts Receivable Clerk position.**

K. RATIFICATION OF MONTHLY NOTIFICATION OF PART-TIME PERSONNEL

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

L. RESOLUTION AUTHORIZING AND DIRECTING APPLICATION FOR LICENSE

- 1. Consideration of the recommendation to adopt by title only Resolution Authorizing and Directing Application for License in the Community College Cannabis Vocational Pilot Program.**
- 2. Consideration of the recommendation to adopt Resolution Authorizing and Directing Application for License in the Community College Cannabis Vocational Pilot Program.**

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

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

XIII. REPORTS

A. PRESIDENT

B. ILLINOIS COMMUNITY COLLEGE TRUSTEE ASSOCIATION

C. BOARD ATTORNEY

1. Consideration of Architects' Contracts

XIV. MISCELLANEOUS

XV. ADJOURNMENT