



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
November 20, 2019**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, November 20, 2019 in the Marsh Conference Room of the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Robert G. Morton called the meeting to order at 5:40 p.m.

ROLL CALL

Trustees present:

John Blomenkamp
Steve Campo
Robert G. Morton
Nick Raftopoulos
Richard Roehrkasse
Sara Soehlke
Dajanae Thomas-Jackson, Student Trustee
Eugene Verdu

PUBLIC COMMENTS

Professor Emeritus Leo Welch addressed the Board of Trustees concerning his attendance at the joint ICCFA and ICCCA Conference held in Peoria, IL. Mr. Welch was an invited speaker and presented on behalf of the State Universities Annuitants Association.

CONSENT AGENDA

Chairman Morton 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 from the consent agenda in order to have them considered separately. No items were pulled from the consent agenda.

MOTION 11-20-19:01

Mr. Blomenkamp moved, seconded by Ms. Thomas-Jackson, to:

- approve the minutes of the regular Board meeting of October 16, 2019; the Executive Session of October 16, 2019; and the special Board meeting of October 23, 2019;
- adopt proposed amendments to Board Policy 7013 and Administrative Procedure 7013AP, Telephone Service;
- approve first reading of proposed amendments to Board Policy 7016 and Administrative Procedure 7016AP, Acceptable Use of Information Technology Resources;
- 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;
- 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;
- 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;
- 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;
- 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;
- 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;
- 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;
- 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;
- dispose of a Smartboard, SWIC tag #00012514 located at the Sam Wolf Granite City Campus;
- dispose of a Panasonic PT-L595U LCD Projector, SWIC tag #00003369 located at the Belleville Campus;
- dispose of a Note Vision 3 Data/Video Projector, SWIC tag #00023102 located at the Belleville Campus;
- dispose of a Dell Server, SWIC tag #00012524 located at the Belleville Campus;

- adopt tax levy resolution by title only;
- 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;

- accept renewal of the Early School Leaver Transition Program grant from the Illinois Community College Board in the amount of \$70,000 for the period July 1, 2019 through June 30, 2020 to provide adult education and support services to high school drop-outs between the ages of 16 and 24 who demonstrate the willingness to complete a secondary level of education; participate in school and work-based learning experiences related to career choices; and transition to post-secondary education and/or enter into and retain employment;
- accept renewal of the FGP St. Clement Foundation grant in the amount of \$1,000 for the period July 1, 2019 through June 30, 2020 to provide funding for program volunteers while traveling to and from volunteer sites, in-service meetings and recognition programs;
- accept renewal of the SCP St. Clement Foundation grant in the amount of \$1,500 for the period July 1, 2019 through June 30, 2020 to provide funding for program volunteers in support of their travel to and from clients' homes;
- approve renewal agreement between Anderson Hospital and Southwestern Illinois College, District #522 to allow Health Science students (Medical Laboratory Technology) to participate in clinical experience;
- approve renewal agreement between Carlinville Area Hospital and Southwestern Illinois College, District #522 to allow Health Science students (Radiologic Technology program) to utilize the clinical facility;
- approve new agreement between Mercy Health East Communities and Southwestern Illinois College, District #522 to allow Health Science students (Radiologic Technology and Nursing programs) to participate in clinical experience;

- approve renewal agreement between Community Hospital of Staunton and Southwestern Illinois College, District #522 to allow Health Science students (Radiologic Technology program) to participate in clinical experience;
- approve renewal agreement between Memorial Regional Health Services on behalf of Memorial Hospital Belleville and Memorial Hospital East and Southwestern Illinois College, District #522 to participate in clinical experiences;
- ratify new bailment/loaner agreement between Maruka, U.S.A. and Southwestern Illinois College, District #522 for a Mitutoyo QV-404TP Quick Vision Active Measuring Machine to support the Precision Machining Technology Program;
- approve new agreement between St. Clair County Intergovernmental Grants Department and Southwestern Illinois College, District #522 to allow Information Technology to secure a Workforce Development student worker to assist the IT Computer Support Services Department while preparing the student with skills necessary to enter the workforce;
- approve renewal agreement between Association for Bright Learners Education (ABLE) and Southwestern Illinois College, District #522 to provide Kids on Campus workshops for the summer 2020 session;
- approve the Social Media/E-Marketing Certificate, OCCUP 031G, as part of the Business Division's Marketing Program;
- accept the resignation of Ellen Scott, Accounts Receivable Clerk in the Student Services Division, effective close of business October 25, 2019;
- accept the resignation of Lauri Dougherty, Grant Specialist for SWIC's Adult Education Department, effective close of business October 25, 2019;
- appoint Scott Queener to 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;
- appoint Kayla Keller to 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;
- appoint Leonard Cruise to 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;
- appoint Tiffany Smith to 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;

- appoint Tanisha Thomas to 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;
- appoint Justina Palmieri to 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;
- appoint Jim Rutherford to 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;
- appoint Dewey Houston to 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;
- appoint Sylvester Collins, Jr. to the full-time Custodian position at the Belleville Campus effective December 1, 2019 at an hourly rate of \$21.15;
- appoint Sheila Meier to the full-time Custodian position at the Belleville Campus effective December 1, 2019 at an hourly rate of \$21.15;
- appoint Spencer Piquard and Megan Grotefendt to the 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;
- appoint Katie Orr to 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;
- appoint Jacob Cook to 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;

- appoint Christopher Melvin to 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;
- appoint Karen Hogan to 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;
- 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;

- hire 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 Hesselden, 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;

- 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;

- 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;
- 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;
- change hire date of part-time ATS driver Alfred Fox from November 1, 2019 to December 2, 2019;
- 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;
- ratify the actions concerning part-time and temporary faculty and staff according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff;
- adopt by title only Resolution Authorizing and Directing Application for License in the Community College Cannabis Vocational Pilot Program; and
- adopt Resolution Authorizing and Directing Application for License in the Community College Cannabis Vocational Pilot Program.

Upon a roll call vote, those members voting aye were Ms. Thomas-Jackson (opinion), Mr. Blomenkamp, Mr. Raftopoulos, Mr. Roehrkasse, Ms. Soehlke, Mr. Verdu and Mr. Morton. Nays: Mr. Campo. Absent: None. **PASSED**

APPROVAL OF BILLS

MOTION 11-20-19:02

Mr. Raftopoulos moved, seconded by Mr. Verdu, to approve the 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

Upon a roll call vote, those members voting aye were Ms. Thomas-Jackson (opinion), Mr. Blomenkamp, Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, Ms. Soehlke, Mr. Verdu and Mr. Morton. Nays: None. Absent: None. **PASSED**

PLANNING AND POLICY COMMITTEE REPORT

Chairman Roehrkasse reported the committee had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkasse reported the committee had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported the committee had no additional items.

REPORTS

President's Report

President Mance submitted his report to be part of the public record.

SWIC competed in and won a Department of Defense Advanced Manufacturing contest held in Danville, VA last week. The organizers were impressed with our team's skill level and professionalism. We should receive good local and national exposure from the competition. A picture of the winning team was provided to the trustees.

U S Steel's Granite City Works now has approximately 125 of its technicians, broken into seven mechanical and two electrical learner groups, taking courses at SWIC. The U S Steel Learners Program takes about two years for each group to complete. Completion dates for the nine groups currently enrolled are staggered from as early as next semester to spring 2023.

The company will continue to search for both electrical and mechanical technicians. Most of the new technicians will be entered into the Learners Program and will take courses or undergo testing at SWIC.

The Student and Community Development report for November 2019 appears at the conclusion of these minutes.

ICCTA Report

Trustee Roehrkaske provided material from the ICCTA Board of Representatives meeting held November 8-9, 2019 in Lisle, Illinois.

The February 10, 2020 meeting will be held in conjunction with the ACCT National Legislative Summit in Washington, D.C.

Mr. Roehrkaske provided his responses to the Board policy review process to the trustees.

Attorney's Report

Mr. Hoerner reported he and administration have conferred with the top-ranked firm for each of the currently-contemplated projects recently approved by the Board of Trustees. With the exception of the Master Site Plan project, Mr. Hoerner and administration recommend the Board initially consider a general architectural services agreement at hourly rates with a not-to-exceed maximum in order to determine the scope of work for the projects. Based upon the specified scope of work the Board of Trustees would consider a Professional Services Agreement with a percentage-of-construction fee consistent with the Illinois CDB handbook.

MOTION 11-20-19:03

Mr. Blomenkamp moved, seconded by Mr. Verdu, to approve architectural services agreement with FGM Architects, Inc. based on the hourly rate schedule Exhibit A with the total cost not to exceed \$9,000 for the development of the scope of work on the following projects:

- SWIC Belleville Campus IM Gym drainage and flooring improvements;
- SWIC Belleville Campus Emergency Notification System; and
- SWIC Sam Wolf Granite City Campus Drainage Improvements East Access.

Upon a roll call vote, those members voting aye were Ms. Thomas-Jackson (opinion), Mr. Blomenkamp, Mr. Campo, Mr. Raftopoulos, Mr. Roehrkaske, Ms. Soehlke, Mr. Verdu and Mr. Morton. Nays: None. Absent: None. **PASSED**

MOTION 11-20-19:04

Mr. Raftopoulos moved, seconded by Mr. Verdu, to approve architectural services agreement with Farnsworth Group based on the hourly rate schedule Exhibit B with the total cost not-to-exceed \$18,900 for development of scope of work on the SWIC Belleville Campus Quadrangle project. Upon a roll call vote, those members voting aye were Ms. Thomas-Jackson (opinion), Mr. Blomenkamp, Mr. Campo, Mr. Raftopoulos, Mr. Roehrkaske, Ms. Soehlke, Mr. Verdu and Mr. Morton. Nays: None. Absent: None. **PASSED**

MOTION 11-20-19:05

Mr. Blomenkamp moved, seconded by Mr. Raftopoulos, to approve architectural services agreement with Farnsworth Group based on the hourly rate schedule Exhibit B with the total cost not-to-exceed \$26,500 for development of the SWIC Belleville Campus Master Site Plan. Upon a roll call vote, those members voting aye were Ms. Thomas-Jackson (opinion), Mr. Blomenkamp, Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, Ms. Soehlke, Mr. Verdu and Mr. Morton. Nays: None. Absent: None. **PASSED**

MISCELLANEOUS

Chairman Morton stated the December 18, 2019 meeting will be held at PSOP at 5:30 p.m.

ADJOURNMENT

Mr. Blomenkamp moved, seconded by Mr. Raftopoulos, to adjourn the meeting at 6:10 p.m. The motion carried.

Approved: **12.18.19**

Respectfully submitted,

Robert G. Morton
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

November President's Report
from
Student & Community Development

AmeriCorps

- Belleville AmeriCorps members and program staff were happy to serve those who served at the City of Belleville's 21st Annual Veterans Day Ceremony on November 11th. More than 175 veterans, active personnel, and their families attended the event. The ceremony featured several dignitaries, including guest speaker 4 Star General Stephen Lyons of Scott Air Force Base. The AmeriCorps members and program staff were responsible for the event set-up, event tear down, registering guests and veterans, escorting dignitaries, handing out programs, and guiding foot traffic.

ARAMARK

- Julie Jackson joined the SWIC dining team as the Food Service Director on Monday, Nov. 18th. Julie has been with Aramark Higher Education for over 20 years, including St. Cloud State in Minnesota and South Dakota State University. While with Aramark, she has led and managed catering, residential dining, and retail locations of multiple national restaurants, including opening the first Chick-Fil-A in South Dakota at SDSU. Julie was awarded the South Dakota Governor's award in 2010 for employing and working with people with disabilities. Julie brings a wealth of experience and knowledge to our organization.

Career Services

- Organized, planned and held the annual job fair dedicated to Veterans on November 6, 2019. 120 employers from the Metropolitan St. Louis and Southern Illinois areas gathered to offer job and internship opportunities to students and the community. In addition, 5 SWIC departments provided information about enrollment, programs, and community resources to attendees. Two employers, Geodis and Legacy Christian Academy held "open interviews" and information sessions in separate rooms for job fair attendees.
- Held a targeted Culinary and Technical job fair in partnership with the SWIC Culinary Arts department for the annual Platinum Chef competition. 17 employers attended as part of an effort to recruit SWIC culinary students "in action," as our students served as judges and facilitators for the high school culinary competition. Employers in the areas of food service and manufacturing spoke with SWIC Students about job opportunities with their companies.
- The department held the final Career and Leadership development workshop on November 12th. The workshop focused on the value working in teams.
- The Career Services Advisory Meeting was held on October 22nd in the Marsh Conference Room. Twelve employers across various fields gathered to discuss labor

market information, recruitment successes and challenges, and shared ideas about preparing SWIC students and alumni for today's workforce.

- UPDATE FROM OCTOBER: Career Services held open interviews with Macy's on October 3rd in the Student Life Services offices. We have been made aware that Macy's has hired 3 SWIC students interviewed that day, and plan to hold a second set of interviews on campus in the spring.
- The Life Skills for Special Needs class is up and running. We have 9 students enrolled. 7 from District 201 and 2 from O'Fallon High School. The first class met on Wednesday, November 11th.
- Held an individualized painting class for seniors at PSOP on Thursday, November 7; more classes will be offered during the Spring Semester.
- Participated in the Trunk or Treat event and handed out a lot of candy along with fliers promoting the summer Kids programs.

Disability & Access Center

- Collaboration between the Liberal Arts Division's Dean/instructional staff and the Disability & Access Center has led to the development of two "Access Stations" in each of the 10 English computer labs in the LAC. Access software has been installed on identified computers on adjustable tables, and Access Station signage provides DAC contact information. This project supports the DAC's strategic plan of increasing overall college accessibility for persons with disabilities.
- The DAC Director presented at the Liberal Arts Divisional meeting regarding the English lab access project and accommodation information to support on-going collaborations.
- The DAC provided accommodation information to 22 students from the Belleville Area Special Services Cooperative (BASSC) in order to support enrollment initiatives.
- The DAC utilized Perkins grant funding to acquire upgraded speech-to-text software in order to meet the accommodation needs of identified students with disabilities within classrooms and DAC labs used for on-going training and testing. Using this grant funding is a cost savings to the College.

Library Services

- Aligning with the new HLC Open Pathways Model
HLC Criteria for Accreditation <https://www.hlcommission.org/Policies/criteria-and-core-components.html>
Criterion 3.D. The institution provides support for student learning and effective teaching.
 - 3.D.4. *The institution provides to students and instructors the infrastructure and resources necessary to support effective teaching and learning (technological infrastructure, scientific laboratories, libraries, performance spaces, clinical practice sites, museum collections, as appropriate to the institution's offerings).*
 - 3.D.5. *The institution provides to students guidance in the effective use of research and information resources.*

The Belleville, Sam Wolf Granite City and Red Bud campus libraries are open to students and community members. The SWIC libraries provide scholarly informational resources, technology, and quiet comfortable study spaces. Librarians are available to assist students with their individual research needs. They also provide information literacy instruction sessions and library tours to classes which guide students in the effective use of research and informational resources.

Criterion 3.E. The institution fulfills the claims it makes for an enriched educational environment.

➤ *3.E.1. Co-curricular programs are suited to the institution's mission and contribute to the educational experience of its students.*

SWIC co-curricular departmental goals and student learning outcomes are aligned with the mission of the College. Goals, student outcomes, assessment maps and timelines are made available on the College website at <https://www.swic.edu/about/college-profile/outcomes-assessments/co-curricular-assessments/>. SWIC Co-curricular departments participating in Outcomes Assessment include Academic Advising, Athletics, Career Services, College Activities, Disability & Access, Financial Aid, Library, Success Center, and Veterans Services.

- Work on the Library System Migration from Voyager to Alma Primo VE
As of October 23, the librarians submitted all necessary data configuration forms to CARLI (Consortium of Academic and Research Libraries in Illinois). The initial librarian staff trainings and subsequent certifications are also complete. As a result, the library now has access to a full test environment in the new system and the project is on schedule to go live on June 24, 2020 with all 91 university and college libraries in Illinois participating. The test environment includes the Library's full set of data (bibliographic records, holdings, patrons, and item status) from Voyager plus electronic resources data from SFX, and other e-resource systems that the library currently uses. At this time, the librarians are using the test environment for training, setting up user roles and policy configurations, and testing product integrations and planning for cutover to Alma. The configuration settings that are set up in the test environment will persist into the production cutover.
- Work with General Education Outcomes Assessment Committee – Information Literacy Module
The librarians joined the Gen Ed committee this semester to discuss information literacy assessment. As a result, the librarians have begun the development of an information literacy online learning module that could be accessed through Black Board.

PSOP

- PSOP's Senior Services Coordination Program staff have had a very busy month, including:
 - completing 138 applications for heating assistance;

- working with Home Instead to gift 188 seniors and disabled public housing residents for Christmas;
- working with PSOP's Advocacy Program staff member, Marsha Roth, to provide 100 seniors a food box from the Belleville Exchange Club;
- working with resident councils, staff organized and participated in Thanksgiving meals in three housing sites;
- assisting the St. Clair County Intergovernmental Grants Department as part of the Community Action Association Board to provide 34 low-income seniors with a \$100 food voucher for Thanksgiving!
- Service Coordinator, Mary Miller received The Mary McHugh Citizen of Character Award in recognition of her hard work and commitment to the seniors she serves.
- PSOP's Foster Grandparent Program (FGP) welcomed 6 new Foster Grandparents, and 1 returning Foster Grandparent to the program in October. Three are serving in District 189 (East St. Louis), one at Sr. Thea Bowman Catholic School (East St. Louis), one at Lessie Bates (East St. Louis), one at O'Fallon Childcare and Learning Center, and one at SIUE Belleville Head Start.
- Both Carla Boswell (Senior Companion Program / SCP) and Jennifer Friederich (FGP) attended the Illinois Association of Foster Grandparent and Senior Companion Program Directors (IAFGSCPD) Conference. Both directors were part of the planning committee. The three day training was kicked off with an icebreaker facilitated by Jennifer. Participants were especially grateful for sessions on day 2 from Sara Stapleton, IL CNCS State Program Officer, as once the regionalization of offices takes place her history and knowledge will be lost.
- Both FGP staff (Kathy and Jennifer) attended the Poverty Simulation held at SWIC on 25 Oct. It was clear that this session had a remarkable impact on all who attended. This was invaluable for FGP staff with income eligible senior volunteers that are supporting (most often) low income children. It immediately inspired conversation and change about how to better serve them and ensure their needs are met through the partnership of services and referrals provided at PSOP. It provided a better understanding of the challenges faced by lower income individuals, and a refreshed ambition to assist those in need.
- Foster Grandparents participated in a Breast Cancer Awareness In-service in October. FGP welcomed Dee Reuter of St. Clair County Health Department as a guest speaker who provided invaluable information on the signs, symptoms, and treatment of the disease. She also spoke on the many programs available for women (and men!) locally to help ensure that everyone has a chance to receive prevention and care no matter what their financial situation. There were several breast cancer survivors in the room who shared their personal stories that were an inspiration to all. All survivors were honored with a ribbon pin and decal before handing them out to all participants. A "Breast Cancer Awareness Walk" was held in the auditorium to the tune

of Destiny Child's "Survivor" that reminded us that we together make a tribe of support and can continue to survive difficult challenges.

- As of 1 Nov 2019 Jennifer Friederich took the role of IL State Liaison for the National Association of Foster Grandparent Program Directors (NAFGPD). The NAFGPD serves as the principal advocate for FGP, assists directors throughout the United States with guidance on administering successful programs, and strengthens ties among directors nationwide.

Student Life Services

- Diversity and Inclusion kicked off Native American Heritage Month with a presentation from Kathy Dickerson titled Kiowa Tribe: Past Present and Future. Kathy presented on the history of the Kiowa tribe and shared samples of her award winning handmade moccasins and her great great grandfather's published ledger art book on October 30, 28 students and staff attended.
- William Iseminger from Cakokia Mounds presented on the Cultures at the Confluence at SWGCC on Nov. 5 and at Belleville Campus on Nov 20.
- Student Life and the Student Leader Group hosted the annual Trunk or Treat event on Friday Oct. 25. Clubs and organizations and some services departments all hosted trunks. The majority of the candy for this free event was provided through the Office Halloween Candy Contest. The Success Center won the contest and for their donation, won a continental breakfast for their department courtesy of Student Life. The always popular Trunk or Treat event was attended by 1,319 and about 100 volunteers- comprised of students and staff.
- Student Life Student Leaders traveled to Joliet Junior College on Oct 18-19 for the Illinois Community College Student Activities Association Leadership conference.
- The week of Halloween, Student Life hosted Halloween parties for Belleville Campus, Sam Wolf Granite City Campus and Red Bud Campus. Students listened to Halloween music and enjoyed indoor s'mores at each even at each event.
- Student Life, Culinary Arts program and SWGCC hosted the Platinum Chef High School Cooking Competition on Oct. 23. This year, students from 10 area high schools competed in the competition. East St Louis Senior High School took first place, Freeburg High School won second place and Edwardsville High School placed third.

Chief Student & Community Development Officer

- Provided training for Student Services division on the CBITAT and Judicial Affairs processes.
- Working in collaboration with IT to create online reporting opportunity for Behavioral Incident Reporting.
- Ongoing efforts to assist in restructuring ARAMARK Food Service Operations to enhance overall service offerings.
- Collaboration with Student Services and Instructional Deans to align online New Student Orientation with the proposed ORIE 101 class.

- Conducted CBITAT, Judicial Affairs and Title IX student meetings, all serving to assist retention and support safety of campus operations.