



BOARD OF TRUSTEES
Community College District No. 522
Belleville Campus
Marsh Conference Room
December 21, 2022
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. Review of Executive Session Minutes of November 16, 2022**
- B. Executive Session of Review of Executive Session Minutes of November 16, 2022**
- C. Regular Board Meeting of November 16, 2022**

VII. APPROVAL OF BILLS

Education Fund	\$ 1,823,555.02
Operations & Maintenance Fund	355,020.94
Operations & Maint Fund-Restricted	1,651,306.89
Restricted Purposes Fund	742,720.85
Trust & Agency Fund	13,839.53
Liability, Protection & Settlement Fund	786,593.29
Grand Total All Funds:	\$ 5,373,036.52

■ VIII. PLANNING AND POLICY COMMITTEE REPORT

A. SECOND READING/ADOPTION OF PROPOSED AMENDMENTS TO BOARD POLICIES AND ADMINISTRATIVE PROCEDURES

1. Consideration of the recommendation to adopt proposed revised Board Policy 7021 and Administrative Procedure 7021AP: Sex Discrimination and Sex-based Harassment.
2. Consideration of the recommendation to adopt proposed amendments to Board Policy 7010 and Administrative Procedure 7010AP: Use of College Facilities.

B. INSTITUTIONAL MISSION AND VISION STATEMENTS AND CORE VALUES

1. Consideration of the recommendation to approve edits to the college's Mission and Vision Statements and Core Values.

■ IX. FACILITIES AND FINANCE COMMITTEE REPORT

A. BID AWARDS/PURCHASES/AGREEMENTS

1. Consideration of the recommendation to award the lowest responsible bid for kitchen equipment for the Southwestern Illinois Justice & Workforce Development Campus to Meridian Supply, St. Louis, MO in the amount of \$93,526.69 utilizing grant funds.
2. Consideration of the recommendation to award the lowest responsible bid for furniture for the Manufacturing Training Academy to Louer Facility Planning, Collinsville, IL in the amount of \$497,829.58 utilizing approved budgeted project funds.
3. Consideration of the recommendation to award the lowest responsible bid for chemical disposal in the Chemistry Department at the Belleville Campus to Environmental Marketing Services, Clemson, SC in the amount of \$28,625.00 utilizing budgeted departmental funds.
4. Consideration of the recommendation to approve one-year lease agreement for vehicles (1/2 ton pickup; 3/4 ton work truck; 3/4 ton pickup) for Physical Plant from Merchants Automotive Group, LLC, Hooksett, NH (a Sourcewell vendor) in the amount of \$38,400.00 utilizing budgeted departmental funds.

B. DISPOSAL OF CAPITALIZED EQUIPMENT

1. Consideration of the recommendation to dispose of a DVR 24-channel, SWIC property tag #448 per Administrative Procedure 6008AP.

C. PHS PROJECTS FOR FY 2024

1. Consideration of the recommendation to adopt by title only "Resolution to Approve Protection, Health, and Safety Projects."

2. Consideration of the recommendation to adopt “Resolution to Approve Protection, Health and Safety Projects.”

<u>FY 2024 Projects</u>	<u>Project Total</u>
Main Complex Phase Two AHU 5 & 6	\$ 1,460,000
Roof Restoration - Sam Wolf Granite City Campus	
Section E, E1-A, E1-B, E1-C	1,000,000
Information Sciences Building Split System HVAC	420,000
Boiler Replacement 1-Sam Wolf Granite City Campus	<u>370,000</u>
 Total Projects for FY 2024	 \$ 3,250,000

■ **X. PERSONNEL, PROGRAMS, AND SERVICES COMMITTEE REPORT**

A. GRANT

1. Consideration of the recommendation to accept a grant award.

B. AGREEMENTS

1. Consideration of the recommendation to approve agreements.

C. GIFT TO THE COLLEGE

1. Consideration of the recommendation to accept a gift to the college.

D. COURSE FEES

1. Consideration of the recommendation to approve course fees for new courses approved by the Curriculum Committee during the Fall 2022 semester.

E. CURRICULUM

1. Consideration of the recommendation to approve curriculum for two new programs: A.A.S. degree Business Administration and A.A.S. degree Agronomy.

F. RESIGNATIONS

1. Consideration of the recommendation to accept the following resignations:

Yasin Jackson, Student Life and Diversity and Inclusion Coordinator	COB 11.22.22
Kevin Tharp, Commissioned Public Safety Officer BC	COB 12.06.22
Jarae Weatherby, Commissioned Public Safety Officer, BC	COB 11.18.22
Cory Kraus, Commissioned Public Safety Officer, BC	COB 11.25.22
Caitlyn Accardi, Accountant I	COB 12.02.22
Melissa Roche, Chief Financial Officer and Board Treasurer	COB 12.15.22

G. RETIREMENT NOTIFICATION

- 1. Consideration of the recommendation to approve the retirement notification of Laura McKinney, Administrative Assistant to the Dean, effective COB April 30, 2023.**

H. APPOINTMENTS

- 1. Consideration of the recommendation to appoint the full-time administrative position of Grants Manager effective January 3, 2023 at an annual salary of \$50,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.**
- 2. Consideration of the recommendation to appoint the full-time grant-funded SWIC EE position of ATS Driver effective January 5, 2023 at an hourly rate of \$21.32 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule and a projected 40-hour work week.**
- 3. Consideration of the recommendation to appoint the full-time grant-funded SWIC EE position of Safety and Training Coordinator ATS effective January 5, 2023 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.**
- 4. Consideration of the recommendation to appoint the full-time Lead Maintenance Worker-Days position at the Belleville Campus effective January 3, 2023 at an additional \$3.00 per hour for hours worked as a Lead Maintenance Worker.**
- 5. Consideration of the recommendation to appoint two full-time positions of Custodian at the Belleville Campus effective January 17, 2023 at an hourly rate of \$21.15 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union.**
- 6. Consideration of the recommendation to appoint the full-time administrative position of Director of the Schmidt Art Center effective January 17, 2023, salary grade 7, and subject to the provisions of the Personnel Procedures for Administrators.**
- 7. Consideration of the recommendation to appoint the full-time SWIC EE position of Foundation Support Specialist effective February 1, 2023 at an annual salary of \$35,204 in accordance with the SWIC Educational Employee Collective Bargaining Agreement.**
- 8. Consideration of the recommendation to appoint the full-time position of English Instructor effective January 3, 2023 at an annual salary of \$51,461 following salary schedule placement Step 1 in accordance with the Collective Bargaining Agreement between Southwestern Illinois College, District #522 and Faculty Union Local.**

9. **Consideration of the recommendation to appoint the full-time position of Chemistry Instructor effective June 1, 2023 at an annual salary of \$57,659 following salary schedule placement Step 1/PHD in accordance with the Collective Bargaining Agreement between Southwestern Illinois College, District #522 and Faculty Union Local.**
10. **Consideration of the recommendation to appoint the full-time SWIC EE position of General Laboratory Technician-Biology effective January 3, 2023 at an annual salary of \$33,141 in accordance with the SWIC Educational Employee Collective Bargaining Agreement.**
11. **Consideration of the recommendation to appoint the full-time SWIC EE position of General Laboratory Technician-Physical Sciences effective January 3, 2023 at an annual salary of \$33,141 in accordance with the SWIC Educational Employee Collective Bargaining Agreement.**
12. **Consideration of the recommendation to appoint the full-time grant-funded administrative position of Coordinator of Success Coaching with district-wide responsibilities effective January 3, 2023 at an annual salary of \$47,000, salary grade 2, in accordance with the Personnel Procedures for Administrators and the continued receipt of external funding.**
13. **Consideration of the recommendation to appoint the full-time SWIC EE position of Math and Science Academic Specialist at the Belleville Campus effective January 3, 2023 at an annual salary of \$33,141 in accordance with the SWIC Educational Employee Collective Bargaining Agreement.**

I. AUTHORIZATION TO HIRE

1. **Consideration of the recommendation to hire Timothy Stone, Shamira Abrams and Darnae Riley to the part-time grant-funded SWIC EE positions of ATS Driver effective January 5, 2023 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 the continued receipt of external funding.**
2. **Consideration of the recommendation to hire Kylee Skinner to the part-time position of Custodian at the Belleville Campus effective January 17, 2023 at an hourly rate of \$14.49 for up to 28 hours per week in accordance with the current collective bargaining agreement between District #522 and Local 148.**
3. **Consideration of the recommendation to hire Jill Belcher to the part-time SWIC EE position of Data Entry Office Specialist effective January 3, 2023 at an hourly rate of \$18.21 for up to 30 hours per week in accordance with the current SWIC IFT-AFT Local 6600 salary schedule; and to hire Jessie Bostick to the part-time non-union position of Food Truck Operations Technician effective January 3, 2023 at an hourly rate of \$20.00 for up to nine hours per week.**

4. **Consideration of the recommendation to hire the following part-time instructors effective January 9, 2023:**

Akiya Perry, Early Childhood Education
Ryan Norrenberns, Sociology
Lydia Hou, Sociology
Jelena Nikolic, Sociology
Taylor Bertelsmann, Communication Arts
Barb Hunter, Psychology (SURS Annuitant)

J. RETITLED AND RECLASSIFIED APPOINTMENTS

1. **Consideration of the recommendation to appoint Linda Andres to the retitled and reclassified full-time administrative position of Chief Information Officer, salary grade 10, effective December 22, 2022; and to appoint Robert Tebbe to the retitled and reclassified full-time administrative position of Chief Enrollment Development and Institutional Planning Officer, salary grade 10, effective December 22, 2022.**

K. AMENDED BOARD ACTIONS

1. **Consideration of the recommendation to approve revised employment start date of November 16, 2022 for Lyn Niermann, Special Projects Coordinator Vocational Programs.**

L. AUTHORIZATON TO CREATE AND TO ADVERTISE

1. **Consideration of the recommendation to create and to advertise the part-time grant-funded SWIC EE position of Special Project Coordinator of Marketing and Intake.**

M. RATIFICATION OF FOUNDATION BOARD APPOINTMENT

1. **Consideration of the recommendation to ratify the appointment of Norma Bellcoff to the Foundation Board effective January 2023.**

N. RATIFICATION OF PART-TIME PERSONNEL ACTIONS

1. **Consideration of the recommendation to ratify the November 2022 part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.**

XI. APPOINTMENT OF COLLEGE TREASURER

1. **Consideration to appoint Director of Finance Jacob Wheeler as Board Treasurer effective December 22, 2022.**

- XII. 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))**
- XIII. ACTION/S TAKEN AS A RESULT OF EXECUTIVE SESSION**
- XIV. REPORTS**
 - A. PRESIDENT**
 - B. ILLINOIS COMMUNITY COLLEGE TRUSTEE ASSOCIATION**
 - C. BOARD ATTORNEY**
- XV. MISCELLANEOUS**
 - A. 2023 MEETING SCHEDULE**
 - 1. Consideration to approve 2023 Meeting Schedule for the Board of Trustees and its committees.**
- XVI. ADJOURNMENT**