



BOARD OF TRUSTEES
Community College District No. 522
Belleville Campus
Marsh Conference Room
April 17, 2019
6:00 p.m.

AGENDA

- I. CALL TO ORDER BY CHAIRMAN**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL BY SECRETARY**
- IV. SEATING OF STUDENT TRUSTEE**
- V. ROLL CALL BY SECRETARY**
- VI. PUBLIC COMMENTS**
- VII. CONSIDERATION OF APPROVAL OF ITEMS ON THE CONSENT AGENDA**
- VIII. APPROVAL OF MINUTES**
 - A. Regular Board Meeting of March 27, 2019**
 - B. Executive Session of March 27, 2019**
- IX. APPROVAL OF BILLS**

Education Fund	\$3,047,933.96
Operations & Maintenance Fund	299,314.54
Bond & Interest Fund	1,700.00
Restricted Purposes Fund	215,761.30
Trust & Agency Fund	15,756.47
Liability, Protection & Settlement Fund	31,916.65

Grand Total All Funds: **\$3,612,382.92**

X. PLANNING AND POLICY COMMITTEE REPORT

XI. FACILITIES AND FINANCE COMMITTEE REPORT

■ **A. BID AWARDS**

1. **Consideration of the recommendation to award the lowest responsible bid for a Coordinated Measurement Machine to Carl Zeiss Industrial Metrology, LLC, Maple Grove, MN in the amount of \$46,000 purchased with Perkins Grant funding.**
2. **Consideration of the recommendation to award the lowest responsible bid for a Beveler UZ 30 Express to Beveler USA, Ambridge, PA in the amount of \$34,145 and purchased with Perkins Grant funding.**

■ **B. FY 2019 AUDIT ENGAGEMENT LETTER**

1. **Consideration of the recommendation to approve the FY 2019 Audit Engagement Letter with CliftonLarsonAllen, Belleville, IL at a cost of \$52,520 which includes two major programs under Uniform Grant Guidance and each additional major program audit \$3,300 per program; fees for additional services will be billed at \$160 per hour.**

■ **C. ANNUAL RENEWAL OF MAINTENANCE AGREEMENTS**

1. **Consideration of the recommendation to approve the annual maintenance agreement with Axway, Inc., Phoenix, AZ in the amount of \$25,199.95 for the period July 1, 2019 through June 30, 2020 to support two anti-spam email gateways for the college's email system.**
2. **Consideration of the recommendation to approve the annual maintenance agreement with CDW-G, Chicago, IL in the amount of \$31,978 (which includes \$2,289 for on-demand training) for the period July 1, 2019 through June 30, 2020 for Commvault Simpana software which provides data protection.**

■ **D. REIMBURSEMENT TO SWIC BARNES & NOBLE BOOKSTORES**

1. **Consideration of the recommendation to ratify the payment of \$179,486.40 to SWIC Barnes & Noble Bookstores for the purchase of My Labs as part of the First Day Agreement.**

E. NEGOTIATED CONTRACT WITH COLLEGE ARCHITECT

1. **Consideration to approve negotiated contract with Farnsworth Group to provide architectural services for the college.**

■ **XII. 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 FEE ADJUSTMENTS

1. **Consideration of the recommendation to approve course fee adjustments.**

E. RESIGNATIONS

1. **Consideration of the recommendation to accept the resignation of Terence Willis, Information Security Officer, effective close of business March 27, 2019.**
2. **Consideration of the recommendation to accept the resignation of Melissa Mike, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business March 31, 2019.**

F. RETIREMENT NOTIFICATIONS

1. **Consideration of the recommendation to accept the retirement notification of Clay Baitman, Vice President for Instruction, effective close of business June 30, 2019.**
2. **Consideration of the recommendation to accept the retirement notification of Nancy Wagner, Assistant Professor in the Reading discipline of the Arts & Humanities division, effective close of business December 31, 2019.**

G. AMENDED RETIREMENT DATE

1. **Consideration of the recommendation to amend the retirement date of Professor Charles Hannon, full-time faculty in the Network Design and Administration, Cisco Networking Academy and Computer Information Systems programs to close of business May 31, 2019.**

H. DECLINATION OF EMPLOYMENT

1. **Consideration of the recommendation to accept the declination of employment for Alexis Lambert, Academic Advisor.**

I. APPOINTMENTS

- 1. Consideration of the recommendation to appoint the part-time SWIC EE position of Campus Technician Assistant effective May 1, 2019 at an hourly rate of \$20.59 for up to 28 hours per week.**
- 2. Consideration of the recommendation to appoint the full-time administrative position of Business Intelligence (BI) Analyst/Programmer effective May 1, 2019 at an annual salary of \$93,000, salary grade 8, with district-wide responsibilities and employment subject to the Personnel Procedures for Administrators.**
- 3. Consideration of the recommendation to appoint the full-time administrative position of Web Site Designer/Programmer effective May 7, 2019 at an annual salary of \$77,000, salary grade 4, with district-wide responsibilities and employment subject to the Personnel Procedures for Administrators.**
- 4. Consideration of the recommendation to appoint the position of part-time Commissioned Public Safety Officer at the Belleville Campus effective April 18, 2019 at an hourly rate of \$17.00 per hour with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2016-2019.**
- 5. Consideration of the recommendation to appoint the part-time grant-funded SWIC EE position of ATS Driver effective May 1, 2019 at an hourly rate of \$12.79 for up to 28 hours per week.**
- 6. Consideration of the recommendation to appoint the part-time grant-funded SWIC EE position of ATS Driver effective May 1, 2019 at an hourly rate of \$12.79 for up to 28 hours per week.**
- 7. Consideration of the recommendation to appoint the part-time grant-funded SWIC EE position of ATS Reservationist effective May 1, 2019 at an hourly rate of \$10.58 for up to 28 hours per week.**
- 8. Consideration of the recommendation to appoint the part-time Custodian position for the Physical Plant Department at the Belleville Campus effective May 1, 2019 at an hourly rate of \$12.14 for up to 28 hours per week.**
- 9. Consideration of the recommendation to appoint the full-time SWIC EE position of Special Events Administrative Assistant in the Foundation effective May 1, 2019 at an annual salary of \$31,847.**
- 10. Consideration of the recommendation to appoint the part-time SWIC EE position of Office Clerk-Testing Center at the Belleville Campus effective May 15, 2019 at an hourly rate of \$10.58 for up to 28 hours per week.**
- 11. Consideration of the recommendation to appoint the part-time SWIC EE position of Success Center Computer Lab Assistant at the Belleville Campus effective May 15, 2019 at an hourly rate of \$13.38 for up to 28 hours per week.**

12. **Consideration of the recommendation to appoint the part-time grant-funded SWIC EE position of Field Coordinator, Senior Companion Program at PSOP effective May 1, 2019 at an hourly rate of \$13.38 for up to 25 hours per week.**
13. **Consideration of the recommendation to appoint the full-time administrative position of Academic Advisor in the Student Services Division with district-wide responsibilities effective May 16, 2019 at an annual salary of \$40,000, salary grade 1, and employment subject to the Personnel Procedures for Administrators.**
14. **Consideration of the recommendation to appoint the full-time administrative position of Academic Advisor in the Student Services Division with district-wide responsibilities effective May 16, 2019 at an annual salary of \$40,000, salary grade 1, and employment subject to the Personnel Procedures for Administrators.**
15. **Consideration of the recommendation to appoint the full-time faculty position in the Administration of Justice program in the Health Sciences and Homeland Security Division effective August 12, 2019 placed at Master 0-14, Step 1 (\$49,453) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule.**
16. **Consideration of the recommendation to appoint the full-time tenure track Sociology faculty position in the Arts & Humanities Division at the Belleville Campus effective August 12, 2019 at Master 0-14, Step 2 (\$50,922) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule.**
17. **Consideration of the recommendation to appoint the full-time tenure track Chemistry faculty position in the Math and Science Division (campus assignment identified prior to employment start date) effective August 12, 2019 at Master 0-14, Step 2 (\$50,922) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule.**
18. **Consideration of the recommendation to appoint the full-time tenure track Mathematics and Computer Science faculty position in the Math & Science Division at the Belleville Campus effective August 12, 2019 at Master 15-29, Step 2 (\$51,850) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule.**
19. **Consideration of the recommendation to appoint the full-time tenure track Biology faculty position in the Math and Science Division at the Red Bud Campus effective August 12, 2019 at Master 0-14, Step 1 (\$49,453) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule.**
20. **Consideration of the recommendation to appoint the full-time tenure track Biology faculty position in the Math and Science Division at the Belleville Campus effective August 12, 2019 at Master 0-14, Step 1 (\$49,453) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule.**

21. **Consideration of the recommendation to appoint the full-time tenure track Communication Arts faculty position in the Arts & Humanities Division at the Belleville Campus effective August 12, 2019 at Master +60, Step 2 (\$54,895) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule.**
22. **Consideration of the recommendation to appoint the full-time tenure track Communication Arts faculty position in the Arts & Humanities Division at the Sam Wolf Granite City Campus effective August 12, 2019 at Master +60, Step 1 (\$53,312) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule.**

J. RETITLED AND RESTRUCTURED ADMINISTRATIVE POSITION

1. **Consideration of the recommendation to approve Jane Thompson to the retitled and restructured full-time administrative position of HRIS and Benefits Specialist, salary grade 3, effective May 1, 2019 with employment subject to the Personnel Procedures for Administrators.**

K. REQUEST TO HIRE

1. **Consideration of the recommendation to hire part-time faculty in the Technical Education Division for the Spring 2019 semester (hire date April 18, 2019) and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:**

**Randy Blankenship, Computer Aided Design;
Craig O'Mara, Aviation Pilot Training Program; and
Ray Sutton, Aviation Pilot Training Program.**

2. **Consideration of the recommendation to hire part-time faculty in the Health Sciences & Homeland Security Division for the Spring 2019 semester to assist with EMT laboratory skills and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:**

Matthew Gerdes, Emergency Medical Technician at an hourly rate of \$41.73 for 3-1/2 hours weekly.

3. **Consideration of the recommendation to hire part-time faculty in the Arts & Humanities Division for the Summer 2019 and Fall 2019 semesters and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:**

**Adam King, History (Summer 2019)
George Haldaman, History (Fall 2019)
Jamilah Whiteside, History (Fall 2019)
Jonathan Eftink, Political Science (Fall 2019)**

4. **Consideration of the recommendation to hire part-time faculty in the Math & Sciences Division for the Summer 2019 semester and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:**

Nader Sakhaee

L. SWIC EE POSITION CLASSIFICATION REVIEW FOR SSS-068

1. **Consideration of the recommendation to assign SSS-068 to Grade 6 and adjust the salary of Bargaining Unit member Debbie DeMonge to \$51,155 as defined in Article 15.D, page 42 of the SWIC EE CBA, effective May 1, 2019.**

M. REQUEST TO CREATE AND TO ADVERTISE NEW POSITION

1. **Consideration of the recommendation to create and to advertise a new full-time SWIC EE position of Food Service Coordinator at the Sam Wolf Granite City Campus.**

N. RATIFICATION OF MONTHLY NOTIFICATION OF PART-TIME PERSONNEL ACTIONS FOR MARCH 2019

1. **Consideration of the recommendation to ratify the part-time and temporary faculty and staff actions for March 2019 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff.**

O. CHANGE IN BOARD MEETING START TIME

1. **Consideration of the recommendation to change the start time to 5:00 p.m. for Board of Trustees meetings from May 2019 through September 2019.**

XIII. 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))

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

XV. REPORTS

A. PRESIDENT

B. ILLINOIS COMMUNITY COLLEGE TRUSTEE ASSOCIATION

C. BOARD ATTORNEY

XVI. MISCELLANEOUS

XVII. ADJOURNMENT