



**BOARD OF TRUSTEES  
Community College District No. 522  
Belleville Campus  
Marsh Conference Room  
August 21, 2024  
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 Meeting of June 10, 2024**
  - B. Executive Session of Special Meeting of June 10, 2024**
  - C. Regular Meeting of July 17, 2024**
  - D. Special Meeting of July 31, 2024**

## **VII. APPROVAL OF BILLS**

<b>Education Fund</b>	<b>\$1,477,882.85</b>
<b>Operations &amp; Maintenance Fund</b>	<b>169,795.64</b>
<b>Operations &amp; Maintenance Fund-Rest</b>	<b>913,245.67</b>
<b>Auxiliary Enterprise Fund</b>	<b>132,863.40</b>
<b>Restricted Purposes Fund</b>	<b>1,263,088.54</b>
<b>Trust &amp; Agency Fund</b>	<b>17,031.22</b>
<b>Liability, Protection &amp; Settlement Fund</b>	<b>3,010,413.17</b>
<b>Grand Total All Funds:</b>	<b>\$6,984,320.49</b>

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

### **A. REVIEW OF BOARD POLICIES**

- 1. Consideration of the recommendation to approve review of the following Board Policies:**

- 3020 Faculty Responsibilities**
- 3026 Employee Benefits**
- 7003 Recycling**
- 7004 Vehicles**

### **B. SECOND READING/ADOPTION OF NEW BOARD POLICY**

- 1. Consideration of the recommendation to adopt new Board Policy 6012: Written Information Security Program.**

### **C. SECOND READING/ADOPTION OF PROPOSED AMENDMENTS TO BOARD POLICIES**

- 1. Consideration of the recommendation to adopt proposed amendments to the following Board Policies:**

- 4002 Equal Education Opportunity**
- 4017 Student Handbook and Catalog**
- 4028 Students with Disabilities**
- 6007 Purchasing**

### **D. FIRST READING OF PROPOSED AMENDMENTS TO BOARD POLICIES**

- 1. Consideration of the recommendation to approve first reading of proposed amendments to the following Board Policies:**

- 3012 Assignment of Faculty and Staff**
- 3033 Americans with Disabilities Act**
- 6016 Insurance and Risk Management**

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

**A. BID AWARD**

1. **Consideration of the recommendation to award the lowest responsible bid for FY25 athletic team travel to Vandalia Bus Lines, Caseyville, IL in the amount of \$170,171.50 utilizing approved departmental funds.**

**B. PURCHASES/AGREEMENT**

1. **Consideration of the recommendation to purchase two forklifts for the Belleville Campus from Wiese USA, St. Louis, MO in the amount of \$74,802.00 utilizing budgeted departmental funds.**
2. **Consideration of the recommendation to purchase a John Deere 5067E tractor for the Belleville Campus from Shiloh Valley Equipment Co., Belleville, IL in the amount of \$81,809.06 utilizing approved budgeted departmental funds.**
3. **Consideration of the recommendation to pre-authorize the purchase of a 2024 Ford Transit Connect for District-wise use in an amount not to exceed \$60,000.00 utilizing budgeted departmental funds.**
4. **Consideration of the recommendation to approve the purchase of a fire alarm and an intrusion alarm system for the Fairview Heights Campus from Johnson Controls Fire Protection, St. Louis, MO in the amount of \$49,630.00 utilizing budgeted departmental funds.**
5. **Consideration of the recommendation to renew the master agreement and amendment for support of Hyland OnBase Imaging Software with Naviant, Inc., Verona, WI utilizing budgeted departmental funds.**

**C. AVIATION AND FACILITIES ADDITION-SAM WOLF GRANITE CITY CAMPUS**

1. **Consideration of the recommendation to approve architect basic services for the Aviation and Facilities Addition at the Sam Wolf Granite City Campus to Farnsworth Group, Inc., Belleville, IL in the amount of \$425,000 utilizing funds from General Obligation Community College Bonds, series 2023 proceeds.**
2. **Consideration of the recommendation to approve preconstruction services for the Aviation and Facilities Addition at the Sam Wolf Granite City Campus to Holland Construction Services, Inc., Swansea, IL in the amount of \$102,321.70 utilizing funds from General Obligation Community College Bonds, series 2023 proceeds.**

**D. DISPOSAL OF CAPITAL ASSET**

1. **Consideration of the recommendation to dispose of a Modular Home Fortune 145201, SWIC tag number 00000500, in accordance with Administrative Procedure 6008AP.**

■ **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. RESIGNATIONS**

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

**Kristina Beck, Academic Advisor  
Tiffini Rushing, Academic Advisor  
Miriam Miller, Academic Advisor  
Monica Allen, Enrollment Services Specialist  
LaTanya Odom, ATS Driver  
Jeff Wetzler, Grounds**

**D. APPOINTMENTS**

1. **Consideration of the recommendation to ratify the appointment of a full-time Nursing Education Instructor effective August 1, 2024 at up to 2 equated hours calculated according to the salary schedule for the 23-24 Academic Year; beginning with the 24-25 Academic Year the base salary will be \$51,976 (Step 1, Masters 0-14, of the Faculty Salary Schedule).**
2. **Consideration of the recommendation to ratify the appointment of a full-time Industrial Technology/Precision Machining Instructor effective August 12, 2024 at a base salary of \$48,976 (Below Masters, Step 1) of the 2023-2024 Salary Schedule.**
3. **Consideration of the recommendation to appoint the full-time administrative position of Student Life Coordinator effective September 3, 2024 at an annual salary of \$45,500, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.**

4. **Consideration of the recommendation to appoint the full-time administrative position of Academic Advisor effective September 3, 2024 at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators.**
5. **Consideration of the recommendation to appoint the full-time administrative position of Academic Advisor effective September 3, 2024 at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators.**
6. **Consideration of the recommendation to appoint the full-time position of Custodian effective September 3, 2024 at an hourly rate of \$21.15 subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Services Employees Union.**
7. **Consideration of the recommendation to appoint the full-time administrative position of Community Education Program Director effective September 3, 2024 at an annual salary of \$70,000, salary grade 5, and subject to the provisions of the Personnel Procedures for Administrators.**
8. **Consideration of the recommendation to ratify the appointment of the full-time SWIC EE position of General Laboratory Technician-Physical Sciences effective August 5, 2024 at an annual salary of \$33,472 and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO.**

**E. AUTHORIZATION TO HIRE**

1. **Consideration of the recommendation to hire Hannah Nabb to the part-time non-union position of Math and Science Specialist effective September 3, 2024 at an hourly rate of \$24.37 for up to nine hours per week.**
2. **Consideration of the recommendation to hire Bridget Kehrer to the part-time grant-funded SWIC EE position of Data Entry Office Specialist effective September 3, 2024 at an hourly rate of \$18.57 for up to 30 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO and the continued receipt of external funding.**
3. **Consideration of the recommendation to ratify the emergency hire of Jill Biehl to the part-time grant-funded SWIC EE position of Special Projects Coordinator - Para Pre-Apprenticeship effective August 1, 2024 at an hourly rate of \$24.38 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO and the continued receipt of external funding.**

4. **Consideration of the recommendation to ratify the emergency hire of Thomas Ely to the part-time non-union position of Industrial Technology Lab Technician effective July 29, 2024 at an hourly rate of \$16.58 for up to eight hours per week.**
5. **Consideration of the recommendation to hire Christine Green to the part-time SWIC EE position of PALS Coordinator effective September 3, 2024 at an hourly rate of \$24.75 for up to 30 hours per week.**
6. **Consideration of the recommendation to ratify the emergency hire of Sharee White to the part-time grant-funded SWIC ATS position of ATS Driver effective August 1, 2024 at an hourly rate of \$18.54 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC ATS Local 6600 IFT/AFT, AFL/CIO and the continued receipt of external funding.**
7. **Consideration of the recommendation to hire Daris Coleman and Salvatore Bartolotta to the part-time positions of ATS Driver effective September 3, 2024 at an hourly rate of \$18.54 for up to 28 hours per week and the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC ATS Local 6600 IFT/AFT, AFL/CIO and the continued receipt of external funding.**
8. **Consideration of the recommendation to hire Yvette Rutherford to the part-time position of Custodian at the Sam Wolf Granite City Campus effective September 3, 2024 at an hourly rate of \$15.37 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148.**
9. **Consideration of the recommendation to hire Carlotta Griffin to the part-time position of Custodian at the Belleville Campus effective September 3, 2024 at an hourly rate of \$15.37 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148.**
10. **Consideration of the recommendation to hire Allison Wagner, Ashanta Gates, and Morgan Gillham as members in the Belleville AmeriCorps Program for the 2024/2025 program year effective September 1, 2024.**
11. **Consideration of the recommendation to ratify the emergency hire of the following Instructors effective August 12, 2024 and paid at the part-time/adjunct pay rate based on their educational attainment level:**

<b>Brandi Bedinger</b>	<b>Nursing Education</b>
<b>Lisa Schneider</b>	<b>Nursing Education</b>
<b>Danielle Loftus</b>	<b>Nursing Education</b>
<b>Carrie Jenkins</b>	<b>Fundamentals of Nutrition</b>
<b>Stacey Ribbing</b>	<b>Fundamentals of Nutrition</b>

<b>Haley Gustavision</b>	<b>Medical Terminology</b>
<b>Ashtyn Jany</b>	<b>Medical Terminology</b>

12. **Consideration of the recommendation to hire Diana Helwig and Danielle Johnson to the part-time faculty positions of Remedial Studies - English as a Second Language effective September 3, 2024 paid at the part-time/adjunct pay rate based on their educational attainment level with additional duties at a rate of \$25.00 per hour.**

**F. FY 2025 PART-TIME NON-UNION COACHING CONTRACTS**

1. **Consideration of the recommendation to rescind the hire of Matthew Burke to the position of 2<sup>nd</sup> Assistant Women’s Soccer Coach (Tier III) and hire to the position of Assistant Women’s Soccer Coach (Tier II) effective July 1, 2024 at an annual salary of \$6,200.**
2. **Consideration of the recommendation to hire the following part-time non-union coaches effective August 22, 2024:**

<b>Sam Bonaldi</b>	<b>Assistant Baseball Coach (Tier III)</b>	<b>\$3,500</b>
<b>Kaytlin Kossina</b>	<b>Assistant Volleyball Coach (Tier III)</b>	<b>\$3,500</b>
<b>Greg Knolhoff</b>	<b>Asst Women’s Basketball Coach (Tier III)</b>	<b>\$3,500</b>
<b>Robert Keefe</b>	<b>Head Coach Women’s Tennis (Tier I)</b>	<b>\$8,000</b>
<b>Robert Keefe</b>	<b>Head Coach Men’s Tennis (Tier I)</b>	<b>\$8,000</b>

**G. RETITLED ADMINISTRATIVE POSITION**

1. **Consideration of the recommendation to retitle Faith Field’s current administrative position of Associate Dean of Health Sciences-Nursing to the full-time administrative position of Dean of Nursing effective July 1, 2024 at an annual salary of \$110,000, salary grade 9, with employment subject to the provisions of the Personnel Procedures for Administrators.**

**H. ELIMINATION OF FULL-TIME ADMINISTRATIVE POSITIONS**

1. **Consideration of the recommendation to eliminate the following full-time administrative positions:**

**Associate Dean of Health Sciences-Nursing  
Associate Dean of Health Sciences  
Associate Dean of Business  
Associate Dean of Technical Education**

**I. AMENDED EMPLOYMENT START DATE**

1. **Consideration of the recommendation to amend the employment start date for Robert Vart, part-time Radiologic Technology Instructor, from July 1, 2024 to July 16, 2024.**

**J. FY 2025 SALARY INCREASE FOR ADMINISTRATIVE, PROFESSIONAL AND SUPERVISORY STAFF**

- 1. Consideration of the recommendation to approve Fiscal Year 2024-2025 pay increase effective July 1, 2024 for administrative, professional and supervisory employees listed on Appendix A reflecting a 5% increase on the respective pay grade midpoint from the current Administrative Professional and Supervisory Staff base pay grade schedule and subject to the provisions of the Personnel Procedures for Administrators.**
- 2. Consideration of the recommendation to approve Fiscal Year 2024-2025 salary for Robert Wilson, Executive Director of Fleet Operations, effective July 1, 2024 of \$108,846, salary grade 7, per intergovernmental agreement with St. Clair County Transit Alternative Transportation District and subject to the provisions of the Personnel Procedures for Administrators.**

**K. AUTHORIZATION TO CREATE AND TO ADVERTISE**

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

**Full-time administrative position: Dean of Health Sciences; and  
Full-time Custodian position (2).**

**L. RATIFICATION OF MONTHLY NOTIFICATION OF PART-TIME PERSONNEL FOR JULY 2024**

- 1. Consideration of the recommendation to ratify the July 2024 actions concerning part-time and temporary faculty and staff 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)); PURCHASE OR LEASE OF PROPERTY (5 ILCS 120/2(c)(5)); 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 to adopt by title only A Resolution to Authorize Property Tax Abatement for Dayton Freight Lines, Inc. Collinsville Truck Terminal Development.**
- 2. Consideration to adopt A Resolution to Authorize Property Tax Abatement for Dayton Freight Lines, Inc. Collinsville Truck Terminal Development.**

**XIV. MISCELLANEOUS**

**XV. ADJOURNMENT**