



**BOARD OF TRUSTEES**  
**Community College District No. 522**  
**Belleville Campus**  
**Marsh Conference Room**  
**November 27, 2023**  
**5:30 p.m.**

**AGENDA**

- I. CALL TO ORDER BY CHAIRMAN**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL BY SECRETARY**
- IV. PUBLIC COMMENTS**
- V. BOND AND DISCLOSURE RESOLUTIONS**
  - A. Consideration to adopt by title only Resolution providing for the issue of approximately \$18,730,000 General Obligation Bonds of Community College District No. 522, Counties of St. Clair, Madison, Monroe, Randolph, Washington, Bond, Perry and Montgomery and State of Illinois, for the purpose of increasing the working cash fund of said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Stifel, Nicolaus & Company, Incorporated.**
  - B. Consideration to adopt Resolution providing for the issue of approximately \$18,730,000 General Obligation Bonds of Community College District No. 522, Counties of St. Clair, Madison, Monroe, Randolph, Washington, Bond, Perry and Montgomery and State of Illinois, for the purpose of increasing the working cash fund of said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Stifel, Nicolaus & Company, Incorporated.**
  - C. Consideration to adopt by title only Resolution adopting a disclosure compliance policy of Community College District No. 522, Counties of St. Clair, Madison, Monroe, Randolph, Washington, Bond, Perry and Montgomery and State of Illinois.**

- D. Consideration to adopt Resolution adopting a disclosure compliance policy of Community College District No. 522, Counties of St. Clair, Madison, Monroe, Randolph, Washington, Bond, Perry and Montgomery and State of Illinois.

**VI. TAX LEVY RESOLUTIONS**

- A. Consideration to adopt by title only Resolution Adopting Calendar Year 2023 Tax Levy.
- B. Consideration to adopt Resolution Adopting Calendar Year 2023 Tax Levy.
- C. Consideration to adopt by title only Resolution of Intent to Levy an Additional Tax Pursuant to Section 3-14.3 of the Illinois Public Community College Act.
- D. Consideration to adopt Resolution of Intent to Levy an Additional Tax Pursuant to Section 3-14.3 of the Illinois Public Community College Act.
- E. Consideration to adopt by title only Resolution to Approve Protection, Health and Safety Projects for FY 25.
- F. Consideration to adopt Resolution to Approve Protection, Health and Safety Projects for FY 25.

**VII. CONSIDERATION OF AN OMNIBUS VOTE FOR THE FOLLOWING AGENDA ITEMS:**

- ITEM VIII. APPROVAL OF MINUTES
- ITEM IX. APPROVAL OF BILLS
- ITEM X. A. ADOPTION OF PROPOSED AMENDMENTS
- ITEM X. B. FIRST READING OF PROPOSED AMENDMENTS
- ITEM XI. A. DISPOSAL OF A CAPITAL ASSET
- ITEM XI. B. BID AWARDS/PURCHASES
- ITEM XI. C. FACILITY USE AGREEMENT
- ITEM XII. A. GRANT
- ITEM XII. B. AGREEMENTS
- ITEM XII. C. RESIGNATIONS
- ITEM XII. D. RETIREMENT NOTIFICATION
- ITEM XII. E. APPOINTMENTS
- ITEM XII. F. AUTHORIZATION TO HIRE
- ITEM XII. G. INTERIM APPOINTMENT
- ITEM XII. H. AMENDED EMPLOYMENT START DATE
- ITEM XII. I. AUTHORIZATION TO CREATE AND TO ADVERTISE
- ITEM XII. J. AUTHORIZATION TO ADVERTISE
- ITEM XII. K. PART-TIME PERSONNEL FOR OCTOBER 2023

**VIII. APPROVAL OF MINUTES**

- A. Regular Board Meeting of October 18, 2023
- B. Regular Planning and Policy Committee Meeting of September 13, 2023
- C. Regular Facilities and Finance Committee Meeting of September 13, 2023
- D. Regular Personnel, Programs and Services Committee Meeting of September 13, 2023

**IX. APPROVAL OF BILLS**

Education Fund	\$ 2,467,835.74
Operations & Maintenance Fund	348,719.38
Operations & Maint Fund-Restricted	2,055,631.03
Bond & Interest Fund	4,440,298.15
Auxiliary Enterprise Fund	200,217.18
Restricted Purposes Fund	4,022,701.40
Trust & Agency Fund	28,107.70
Audit Fund	4,300.00
Liability, Protection & Settlement Fund	47,163.28
<b>Grand Total All Funds:</b>	<b>\$13,614,973.86</b>

**X. PLANNING AND POLICY COMMITTEE**

**A. ADOPTION OF PROPOSED AMENDMENTS TO BOARD POLICIES**

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

Board Policy 2011: Financial Reporting and Audit Activities  
Board Policy 6001: Budgets and Financial Reporting  
Board Policy 6002: Treasury Functions.

**B. FIRST READING OF PROPOSED AMENDMENTS**

- 1. Consideration to approve first reading of proposed amendments to:

Board Policy 2007: Position Description: Treasurer  
Board Policy 6013: Payroll (formerly Payroll/Processing of Payments)  
Board Policy 4004: Residency  
Board Policy 4014: Financial Aid Program.

**XI. FACILITIES AND FINANCE COMMITTEE**

**A. DISPOSAL OF A CAPITAL ASSET**

- 1. Consideration to dispose of a Toro Blower Vac, SWIC property tag number 00000587.

## **B. BID AWARDS/PURCHASES**

- 1. Consideration to award the lowest responsible bid for an Electric Molding Machine to Nigata Machine Techno USA, Inc., Elk Grove Village, IL in the amount of \$99,650.00 utilizing approved funds from the Build Back Better grant.**
- 2. Consideration to award the lowest responsible bid for Wire EDM and Manual Gear Lathes to Maruka, USA, Lee's Summit, MO in the amount of \$345,700.00 utilizing approved funds from the Build Back Better grant.**
- 3. Consideration to award the lowest responsible bid for Coordinate Measuring Machines to Carl Zeiss Industrial Quality Solutions, LLC, Maple Grove, MN in the amount of \$613,386.23 utilizing approved funds from the Build Back Better grant.**
- 4. Consideration to award the lowest responsible bid for a Cylindrical Grinder to Arch City Service, St. Louis, MO in the amount of \$77,460.00 utilizing approved funds from the Build Back Better grant.**
- 5. Consideration to award the lowest responsible bid for a Vertical Contour Saw and Vertical Mills to Arch City Service, St. Louis, MO in the amount of \$76,650.00 utilizing approved funds from the Build Back Better grant.**
- 6. Consideration to award the lowest responsible bid for Tool Presetters to Zoller, Inc., Ann Arbor, MI in the amount of \$43,270.00 utilizing approved funds from the Build Back Better grant.**
- 7. Consideration to award the lowest responsible bid for 3D Printing Equipment to Wurth Additive Group, Greenwood, IN in the amount of \$476,165.00 utilizing approved funds from the Build Back Better grant.**
- 8. Consideration to award the lowest responsible bid for CNC Precision Equipment to Zimmerman McDonald Machinery, St. Louis, MO in the amount of \$270,362.00 utilizing approved funds from the Build Back Better grant.**
- 9. Consideration to award the lowest responsible bid for asbestos removal for Lynx Lodge at the Southwestern Illinois Justice & Workforce Development Campus to Talbert ICS, Inc., St. Louis, MO in the amount of \$160,000.00 utilizing approved state funds for the Southwestern Illinois Justice & Workforce Development Campus.**
- 10. Consideration to award replacement of ceiling and lighting for specified rooms at the Belleville Campus to Limbaugh Construction Co., Inc., Granite City, IL in the amount of \$425,300.00 and to FGM Architects, O'Fallon, IL in the amount of \$96,625.00 utilizing approved Protection, Health, and Safety (PHS) funds.**
- 11. Consideration to award repairs at the Southwestern Illinois Justice & Workforce Development Campus to Weatherproofing Technologies Incorporated, Beachwood, OH in the amount of \$1,490,098.60 utilizing approved state funds for the Southwestern Illinois Justice & Workforce Development Campus.**

12. **Consideration to award the 60-month lease of multi-function copiers to Watts Copy Systems, Inc., Belleville, IL in the amount of \$6,273.82 per month utilizing institutional budgeted funds.**
13. **Consideration to award the purchase of a Medication Dispensing Unit to DiaMedical, Farmington Hills, MI in the amount of \$29,995.00 utilizing approved funds from the Pipeline for the Advancement of Healthcare Workforce Programs grant (PATH).**

**C. FACILITY USE AGREEMENT**

1. **Consideration to approve renewal facility use agreement between Southwestern Illinois College and Southern Illinois University Carbondale authorizing usage of the Belleville Campus parking lot for Motorcycle Rider Training Program classes effective February 1, 2024 through the end of the approved course schedule for 2024.**

**XII. PERSONNEL, PROGRAMS, AND SERVICES COMMITTEE**

**A. GRANT**

1. **Consideration to accept a grant award.**

**B. AGREEMENTS**

1. **Consideration to approve agreements.**

**C. RESIGNATIONS**

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

<b>Emily Ferrario, Academic Advisor and Intake Specialist</b>	<b>COB 11/8/23</b>
<b>Courtney Whipple, LPN Instructor</b>	<b>COB 12/15/23</b>
<b>Michelle Wessel, Associate Dean of BSHSHS</b>	<b>COB 12/01/23</b>
<b>Kelly Baker, Purchasing Assistant</b>	<b>COB 11/2/23</b>

**D. RETIREMENT NOTIFICATION**

1. **Consideration to accept the retirement notification of Christopher Bardill, full-time Commissioned Public Safety Officer at the Sam Wolf Granite City Campus, effective close of business December 31, 2023.**

**E. APPOINTMENTS**

1. **Consideration to ratify the appointment of a full-time administrative position of Academic Advisor and Partnership Specialist effective November 16, 2023 at an annual salary of \$46,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.**

2. **Consideration to ratify the appointment of a full-time administrative position of Academic Advisor and Program Specialist effective November 16, 2023 at an annual salary of \$46,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.**
3. **Consideration to appoint the full-time administrative position of Red Bud Campus Director effective January 3, 2024 at an annual salary of \$70,000, salary grade 5, and subject to the provisions of the Personnel Procedures for Administrators.**
4. **Consideration to ratify the appointment of a full-time SWIC EE position of Financial Aid Specialist effective November 16, 2023 at an annual salary of \$31,548, and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement.**
5. **Consideration to appoint the full-time Agriculture Business Management Coordinator/Instructor position effective January 3, 2024 at a pro-rated base salary for the remainder of the 2023-2024 Academic Year of \$26,547.49, Step 3 Below Masters; base salary for 2023-2024 Academic Year is \$50,441.**
6. **Consideration to appoint the full-time position of Computer Aided Design Coordinator/Instructor effective January 8, 2024 at a pro-rated base salary for the remainder of the 2023-2024 Academic Year, Step 3 Masters +15-29 base salary; base salary for 2023-2024 Academic Year is \$54,507.**
7. **Consideration to ratify the appointment of a full-time SWIC EE position of Purchasing Assistant at the Belleville Campus with district-wide responsibilities effective November 16, 2023 at an annual salary of \$33,472 in accordance with the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO.**

**F. AUTHORIZATION TO HIRE**

1. **Consideration to hire the following part-time instructors effective January 8, 2024 paid at the adjunct rate based upon educational attainment level:**

**Tad Bratkowski, Philosophy**  
**Chanae Childress, Accounting**  
**Christopher Tripp, Management**  
**Pat Battoe, EMS**  
**Matt Gerdes, EMS**  
**Colin Wehrenberg, EMS**  
**Sarah Lipford, HRO**  
**Scott Schuetz, Networking/CISCO**  
**Kenneth Nichols, Networking/CISCO**  
**Steven Green, Networking/CISCO**

2. **Consideration to hire the following part-time employees:**  
  
**John Murphy, AVIA Program, additional duties (11-16-23);  
Jennifer Wieggers, Special Projects Coordinator-HSE at SWGCC (11-16-23);  
Glenna Wiegard, Nurse Assistant Test Proctor (11-16-23); and  
Jocelyn Curtis, Success Programs Support Specialist at SWGCC (1-3-24).**
3. **Consideration to hire Donna Stacker to the part-time, grant-funded SWIC EE position of RSVP Volunteer Coordinator for St. Clair County effective November 16, 2023 at an hourly rate of \$15.15 for up to 28 hours per week and the continued receipt of external funding.**
4. **Consideration to hire Ricky Brown, Shantell Randle and Sheryl Manuel to the part-time, grant-funded positions of ATS Driver effective December 1, 2023 at an hourly rate of \$18.54 based on the SWIC ATS Local 6600 Salary Schedule for up to 28 hours per week and the continued receipt of external funding.**
5. **Consideration to ratify the appointment of Reesha Sanders to the part-time grant-funded position of ATS Driver effective November 1, 2023 at an hourly rate of \$18.54 based on the SWIC ATS Local 6600 Salary Schedule for up to 28 hours per week and the continued receipt of external funding.**
6. **Consideration to hire Betty McGarry as a part-time member in the Belleville AmeriCorps Program for the 2023/2024 Program Year effective December 1, 2023.**

**G. INTERIM APPOINTMENT**

1. **Consideration to appoint Brad Sparks, Dean of Technical Education and Workforce Development, as the interim Chief Academic Officer effective January 1, 2024 with a monthly stipend of \$5,000.**

**H. AUTHORIZATION TO AMEND EMPLOYMENT START DATE**

1. **Consideration to amend employment start date for Kyle Bade, part-time AOJ Instructor, from November 1, 2023 to November 16, 2023.**

**I. AUTHORIZATION TO CREATE AND TO ADVERTISE**

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

**Community Health Worker Instructor, part-time (continuous);  
Nursing Education Lab Assistant, PTNU;  
AVMT Faculty, full-time (2)  
Aviation Pilot Training Instructor, full-time;  
HRO Pharmacology Instructor, part-time (continuous);  
Sociology Instructor (full-time);  
Anthropology Instructor (full-time); and  
Full-time Administrative position: Career and Employment Specialist (2).**

**J. AUTHORIZATION TO ADVERTISE**

**1. Consideration to advertise the following positions:**

**Full-time Administrative position: Dean of Technical Education and Workforce Development;**

**Full-time Administrative position: Associate Dean of BSHHS;**

**Full-time Instructor: LPN/Nurse Assistant;**

**Full-time Coordinator/Instructor: Pharmacy Technician;**

**Full-time SWIC EE position: Administrative Assistant to the Dean (2);**

**PTNU position: Adult Basic Education Teacher's Aide;**

**PTNU position: Tutor for Adult Education GED/ESL (continuous);**

**SWIC EE position: General Laboratory Technician-Physical Sciences, BC; and**

**Part-time SWIC EE position: Instructional Services Assistant.**

**Full-time Administrative position: Academic Advisor and Intake Specialist;**

**Part-time SWIC EE position: Access Specialist.**

**Full-time grant-funded SWIC EE position: Secretary of the Foster Grandparent Program, PSOP.**

**Full-time SWIC EE position: Purchasing Assistant in the Purchasing Office.**

**K. RATIFICATION OF PART-TIME PERSONNEL ACTIONS**

**1. Consideration to ratify the October 2023 part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.**

**XIII. 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))**

**XIV. 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**