



**BOARD OF TRUSTEES**  
**Community College District No. 522**  
**Belleville Campus**  
**Marsh Conference Room**  
**December 20, 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. CONSIDERATION OF AN OMNIBUS VOTE FOR THE FOLLOWING AGENDA ITEMS:**

- ITEM VI. APPROVAL OF MINUTES**
- ITEM VII. APPROVAL OF BILLS**
- ITEM VIII. A. ADOPTION OF PROPOSED AMENDMENTS**
- ITEM VIII. B. FIRST READING OF PROPOSED AMENDMENTS**
- ITEM VIII. C. DELETION OF ADMINISTRATIVE PROCEDURE**
- ITEM IX. A. BID AWARDS/PURCHASES**
- ITEM IX. B. DISPOSAL OF CAPITAL ASSETS**
- ITEM IX. C. BUDGET CALENDAR FISCAL YEAR 2025**
- ITEM X. A. GRANTS**
- ITEM X. B. AGREEMENT**
- ITEM X. C. GIFT TO THE COLLEGE**
- ITEM X. D. COURSE FEES AND CURRICULUM**
- ITEM X. E. RESIGNATIONS**
- ITEM X. F. APPOINTMENTS**

- ITEM X. G.            AUTHORIZATION TO HIRE**
- ITEM X. H.            AUTHORIZATION TO CREATE AND TO ADVERTISE**
- ITEM X. I.            AUTHORIZATION TO ADVERTISE**
- ITEM X. J.            PART-TIME PERSONNEL FOR NOVEMBER 2023**

**VI.        APPROVAL OF MINUTES**

- A.     Regular Board Meeting of November 27, 2023**

**VII.       APPROVAL OF BILLS**

Education Fund	\$2,110,225.60
Operations & Maintenance Fund	306,259.05
Operations & Maint Fund-Restricted	1,775,450.39
Auxiliary Enterprise Fund	165,150.99
Restricted Purposes Fund	1,026,611.78
Trust & Agency Fund	35,180.86
Audit Fund	38,200.00
Liability, Protection & Settlement Fund	87,486.08
 Grand Total All Funds:	 \$5,544,564.75

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

**B.     FIRST READING OF PROPOSED AMENDMENTS**

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

**Board Policy 5008: Course Fees**  
**Board Policy 7013: Telephone Services**

**C.     DELETION OF ADMINISTRATIVE PROCEDURE**

- 1.     Consideration to delete Administrative Procedure 7013 AP: Telephone Services**

## **IX. FACILITIES AND FINANCE COMMITTEE**

### **A. BID AWARDS/PURCHASES**

- 1. Consideration to award the lowest responsible bid for a combi oven to Meridian Supply, St. Louis MO in the amount of \$23,738.09 utilizing budgeted departmental funds.**
- 2. Consideration to award the lowest responsible bid for remodel of the Lynx Lodge at the Southwestern Illinois Justice & Workforce Development Campus to ICS Construction Services, Ltd., St. Louis, MO in the amount of \$1,480,900.00 utilizing approved funds from the State of Illinois for the Southwestern Illinois Justice & Workforce Development Campus.**
- 3. Consideration to ratify approval of the additional scope of work to the abatement project at the Southwestern Illinois Justice and Workforce Development Campus SWIJWDC Lynx Lodge to Environmental Consultants & Talbert ICS utilizing ICCB FY 2024 funds at a cost not to exceed \$45,000.**
- 4. Consideration to award procurement of body and vehicle cameras to Axon Enterprise Inc., Scottsdale, AZ in the amount of \$110,303.16 utilizing departmental budgeted funds.**
- 5. Consideration to award procurement of café and lounge furniture to KI Furniture, Green Bay, WI in the amount of \$192,250.00 utilizing approved budgeted capital funds.**
- 6. Consideration to award the purchase of supplies for the Advanced Manufacturing Academy to MSC Industrial Supplies, Maryland Heights, MO in the amount of \$562,633.24 utilizing funds from the Gene Haas Foundation Naming Rights grant.**
- 7. Consideration to award the purchase of Snap-on Inspection Carts for the Advanced Manufacturing Academy to Snap-on Industrial, Crystal Lake, MO in the amount of \$109,620.75 utilizing funds from the Gene Haas Foundation Naming Rights grant.**

### **B. DISPOSAL OF A CAPITAL ASSET**

- 1. Consideration to dispose of an Adhancer Floor Scrubber Rider, SWIC tag #0000067.**
- 2. Consideration to dispose of a 68” Smartboard, SWIC tag #00000478.**

### **C. TENTATIVE BUDGET CALENDAR FISCAL YEAR 2025**

- 1. Consideration to approve the Tentative Southwestern Illinois College Budget Calendar for fiscal year 2025.**

## **X. PERSONNEL, PROGRAMS, AND SERVICES COMMITTEE**

### **A. GRANTS**

1. Consideration to accept grant awards.

### **B. AGREEMENT**

1. Consideration to approve an agreement.

### **C. GIFT TO THE COLLEGE**

1. Consideration to accept a gift to the college.

### **D. COURSE FEES AND CURRICULUM APPROVAL**

1. Consideration to approve course fees for the following:

Avionics 100, Aviation 103, 153, 203, and 213; and Construction Management Technology 244; and  
Chem 101, 105, 106 - course fees and First Day Option Program.

2. Consideration to approve the curriculum:

Sterile Processing Technician certificate;  
Histotechnology, AAS degree;  
Magnetic Resonance Imaging (MRI) certificate;  
Dental Hygiene, AAS degree; and  
Civil Engineering Technology, AAS degree.

### **E. RESIGNATIONS**

1. Consideration to accept the following resignations:

Yvonne Hangar, HIT Coordinator/Instructor	COB 12/14/23
Angie Rhinehart, LPN Instructor	COB 12/18/23
Micah Jones, College Inclusion Ambassador	COB 12/14/23

### **F. APPOINTMENTS**

1. Consideration to appoint the full-time faculty position for Early Childhood Education effective January 3, 2024-August 15, 2024 at a pro-rated base salary for the remainder of the 2023-2024 academic year at \$28,174.21 and effective August 16, 2024 the Early Childhood Education Coordinator/Instructor at a base salary of \$53,531 (Step 3 M.A.)

- 2. Consideration to appoint a full-time Industrial Electricity Program Coordinator/Instructor effective January 8, 2024 at a pro-rated base salary of \$27,076.32 for the remainder of the 2023-2024 academic year.**
- 3. Consideration to appoint the full-time SWIC EE position of Purchasing Assistant effective January 3, 2024 at an annual salary of \$33,472.00 in accordance with the provisions of the SWIC Educational Employees Collective Bargaining Agreement.**
- 4. Consideration to appoint the full-time position of Maintenance effective January 16, 2024 at an hourly rate of \$26.00 subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Services Employees Union.**
- 5. Consideration to ratify the emergency appointment of the full-time grant-funded positions of ATS Driver effective December 1, 2023 at an hourly rate of \$21.64 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule for up to 40 hours per week and the continued receipt of external funding.**
- 6. Consideration to appoint the full-time grant-funded administrative position of Executive Director of Fleet Operations at ATS effective January 3, 2024 at an annual salary of \$96,500, salary grade 7, subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of external funding.**
- 7. Consideration to appoint the full-time administrative position of Campus Site Director-Wyvetter Younge Campus 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.**
- 8. Consideration to appoint the full-time administrative position of Career Services Coordinator effective January 3, 2024 at an annual salary of \$55,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators.**
- 9. Consideration to appoint the full-time administrative position of Assistant Director of HR 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.**
- 10. Consideration to appoint the full-time administrative position of HR Generalist effective January 16, 2024 at an annual salary of \$57,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators.**
- 11. Consideration to appoint the full-time administrative position of HR Generalist effective January 3, 2024 at an annual salary of \$57,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators.**
- 12. Consideration to appoint the full-time administrative position of HRIS Specialist effective January 3, 2024 at an annual salary of \$51,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.**

## **G. AUTHORIZATION TO HIRE**

- 1. Consideration to hire the following part-time instructors effective January 8, 2024 unless otherwise noted paid at the adjunct rate based upon educational attainment level:**  
  
**Jeremy Smalling, Chemistry**  
**Austin Harding, HVAR**  
**Jonathan Pettis, HVAR**  
**Greg Presely, EET**  
**Angela Rhinehart, PN (12/19/2023)**
- 2. Consideration to hire the following part-time employees:**  
  
**Danielle Hernandez, Special Projects Coordinator-HSE Belleville grant-funded position effective January 3, 2024 at \$24.50/hr for up to 28 hours per week;**  
  
**Carl Warner, Aviation Pilot Training Instructor effective December 21, 2023 at \$25.00/hr for up to eight hours per week for additional duties; and**  
  
**Hannah Boeving, PTA Lace Assistant effective January 8, 2024 at \$20.37/hour.**
- 3. Consideration to hire Arieal Lewis to the part-time SWIC Educational Employee position of Mailroom Clerk effective January 3, 2024 at an hourly rate of \$15.15 and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement.**
- 4. Consideration to ratify the emergency hire of Asia Smith and Jocelyn Johns 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 hire Sterling Levins to the part-time coaching position of Head eSports Coach effective January 3, 2024 at an annual salary of \$8,000 for the 2023-2024 academic year.**

## **H. AUTHORIZATION TO CREATE AND TO ADVERTISE**

- 1. Consideration to create and to advertise the full-time faculty position of Heating, Ventilation, A/C and Refrigeration (HVAR) effective Spring semester 2024.**

**I. AUTHORIZATION TO ADVERTISE**

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

**Full-time faculty position: Cybersecurity, Networking, and CISCO;  
Full-time faculty position: LPN/Nurse Assistant;  
Full-time coordinator/instructor position: Health Information Technology;  
Full-time faculty position: Industrial Electricity Program;  
Part-time SWIC EE position: Administrative Assistant, Adult Basic Ed at  
SWGCC;**

**Part-time SWIC EE position: Computing Services Coordinator;**

**Full-time grant-funded administrative position: College Inclusion & Recruitment  
Specialist (retitled from College Inclusion Ambassador).**

**J. 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.**

**XI. 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))**

**XII. ACTION/S TAKEN AS A RESULT OF EXECUTIVE SESSION**

**XIII. REPORTS**

**A. PRESIDENT**

**B. ILLINOIS COMMUNITY COLLEGE TRUSTEE ASSOCIATION**

**C. BOARD ATTORNEY**

**XIV. MISCELLANEOUS**

**A. 2024 MEETING SCHEDULE**

**1. Consideration to approve 2024 Meeting Schedule for the Board of Trustees and its  
committees.**

**XV. ADJOURNMENT**