



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
PSOP
Mildred Feurer Hall
201 North Church Street
Belleville IL 62220
December 20, 2017**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No 522 was held Wednesday, December 20, 2017 in the Mildred Feurer Hall of PSOP, 201 North Church Street, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:00 p.m.

ROLL CALL

Trustees present:

John S. Blomenkamp
Harry Briggs, Ph.D.
Nick J. Mance
Robert G. Morton
Oscar Rodriguez, Student Trustee (arrived at 6:07p)
Richard Roehrkasse
Philip L. Smith
Eugene Verdu

PUBLIC COMMENTS

Tim Grant, president of the Faculty Union, addressed the Board of Trustees concerning the proposed amendments to Board Policy 3005 and Administrative Procedure 3005AP: Recruitment, Selection and Appointment of Faculty and Staff. Professor Grant stated the proposed amendments would limit flexibility in particular to the hiring of part-time or adjunct faculty and would hinder availability to staff classes resulting in class cancellations. He asked the Board to reconsider the proposed amendments to the Board Policy and Administrative Procedures.

Michelle Herrera, Childcare Specialist in Kids' Club Child Care, asked the Board of Trustees to reconsider its decision to eliminate Kids' Club, which has been in existence over three decades

and provides quality care and is a necessary service to SWIC students. Ms. Herrera stated she and the Kids' Club staff have ideas to grow their enrollment and would like to be provided the opportunity to present them to the Board. Ms. Herrera pleaded at the very least to provide Kids' Club the spring semester to show they can succeed.

An adjunct faculty member stated she has three children and utilizes Kids' Club, which allows her to pay for only the hours she uses. She could not afford to teach if she could not take advantage of the child care at SWIC as it would take 50% of her salary for alternative childcare. She added she still has hope the Kids' Club will remain open.

CONSENT AGENDA

Chairman Mance referred to the consent agenda items to be considered by the Board of Trustees and asked if any trustee desired to have any items removed from the consent agenda in order to have them considered separately. Trustee Blomenkamp requested X.D.1. Kids' Club Child Care Services, be pulled from the consent agenda.

MOTION 12-20-17:01

Dr. Briggs moved, seconded by Mr. Blomenkamp, to:

- approve the minutes of the Executive Session Review of November 15, 2017; the Executive Session of the Executive Session Review of November 15, 2017; the regular Board meeting of November 15, 2017; the special Board meeting of November 27, 2017; and the Executive Session of the special Board meeting of November 27, 2017;
- adopt proposed amendments to Board Policy 3005 and Administrative Procedure 3005AP: Recruitment, Selection and Appointment of Faculty and Staff; (note: Trustee Briggs stated the concerns voiced pertaining to the proposed amendments were addressed at the Personnel, Programs and Services Committee meeting; the amendments are to help the Board of Trustees be aware of the hiring and not meant to be a hindrance. Board Attorney Hoerner stated he will speak with Professor Grant after the meeting.)
- adopt by title only Resolution to Approve Protection, Health, and Safety Projects;
- adopt Resolution to Approve Protection, Health, and Safety Projects for FY 2019 as follows:

Central Quad Drainage Improvements-BC	\$ 996,600
Main Complex Roof Replacement Section B4-BC	\$ 263,700
Main Complex Roof Replacement Sections C1-C3-BC	\$ 599,200
Main Complex Phase 3 Elevator Modernization-BC	\$ 105,000
Main Complex Emergency Notification Annunciation-BC	\$ 459,300
Main Complex Air Handler Coil Replacement-BC	\$ 96,400
ISB Parking Lot II Drainage Improvements-BC	\$ 479,800
Total	\$3,000,000;

- award the lowest responsible bid for the purchase of the following equipment and tools, using Perkins Grant funding:

Classroom Ambulance Simulator to DiaMedical, West Bloomfield, MI in the amount of \$32,922.95; and

Electrical automation for a Programmable Logic Controller Trainer to French Gerleman, St. Louis, MO in the amount of \$30,324.54; and

Specified tools for the Tools for Education and Torque and Multimeter certification, along with PMI and AMI certifications, to Snap-On Industrial, Crystal Lake, IL in the amount of \$55,944; and

Welding equipment to Stumpf Welding Supplies, Mascoutah, IL in the amount of \$39,421.04; and

Zeiss precision machine equipment to Carl Zeiss Industrial Metrology, LLC, Maple Grove, MN in the amount of \$46,234;

- continue outdoor advertising with Mid-America Advertising, Collinsville, IL for January 2018 at a cost of \$4,700;
- accept renewal of the Early School Leaver Transition Program grant from the Illinois Community College Board in the amount of \$152,562 for the period July 1, 2017 through June 30, 2018 to provide funding for programs to support disadvantaged students age 16-21 in the completion of GED certificates, transitioning to employment and entering post-secondary education;
- accept amendment to the East St. Louis Higher Education Center grant extending the term to March 31, 2018 to expend all funds to continue to offer instructional services at the ESLCCC;
- accept renewal of the Adult Education and Family Literacy grant awarded through ICCB in the amount of \$1,312,745 for the period July 1, 2016 through June 30, 2018 to enable Adult Education to provide services to educationally disadvantaged district residents and to support activities to transition into post-secondary education and/or the workplace;
- accept renewal of the Belleville AmeriCorps Program grant in the amount of \$372,716 for the period July 1, 2017 through December 31, 2018 to provide services to address academic, behavioral, and social needs of economically disadvantaged children, veterans and engage community volunteers to respond to locally identified needs; this grant agreement is the first in a three-year grant cycle;
- accept renewal of continuing grant from the St. Clair County Mental Health Board in the amount of \$41,223 for the period January 1, 2018 through June 30, 2018 to assist in

providing individual counseling, group support, and information/referral services targeting seniors age 60 and older and caregivers of seniors;

- accept new Illinois Arts Council Agency grant in the amount of \$2,500 for the period November 15, 2017 through April 30, 2018 for the Poetry Out Loud project;
- approve renewal agreement between St. Louis Children's Hospital, St. Louis, Missouri and Southwestern Illinois College, District #522 to allow Health Sciences students (currently the Paramedic program) to participate in clinical experience;
- approve renewal agreement between St. Louis University Hospital, St. Louis, Missouri and Southwestern Illinois College, District #522 to allow Health Sciences students (currently the Medical Assistant program) to participate in clinical experience;
- approve renewal agreement between Senior Services Plus, Inc. and Southwestern Illinois College, District #522 to provide office space to Senior Services Plus, Inc. at PSOP at a cost of \$450 per month;
- approve new agreement between Freeburg District #70, More at Four Program and Southwestern Illinois College, District #522 to promote families as lifelong educators, learners and advocates for their child's developmental and educational success;
- approve amendment to agreement between GP Strategies Corporation and Southwestern Illinois College, District #522 to continue as a perpetually renewing agreement as long as beneficial for all parties;
- accept a gift to the college;
- accept the resignation of Marquia Tyler, Access Technology Accommodator at the Belleville Campus, effective close of business November 6, 2017;
- accept the resignation of Cameron Rettig, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business December 8, 2017;
- accept the resignation of Aimee Pargin, ABE Office Clerk at the Sam Wolf Granite City Campus, effective close of business December 20, 2017;
- accept the retirement notification of Dr. Georgia Costello, President, effective close of business June 30, 2018;
- approve continued employment throughout FY 2018 for the following individuals:

Diane Dodd, Respiratory Care Program Coordinator;
Yvonne Hanger, Health Information Technology Program Coordinator;
Ami Lilley-Plexico, Wellness Advocate; and

Stephanie Reid, Nurse Assistant Program Coordinator;

- change the employment start date to January 2, 2018 for Megan Borland, Youth Services Coordinator-St. Clair County;
- approve the tentative Hiring Eligibility List for full-time Commissioned Public Safety Officers at the Belleville Campus and the Sam Wolf Granite City Campus;
- approve an extension of unpaid leave of absence for Valerie Boelling through January 15, 2018 per Article 10, Section 6 of the SWICEE Collective Bargaining Agreement;
- rehire Erik Meade, Philosophy to the position of part-time faculty in the Liberal Arts Division for the spring 2018 semester;
- rehire the following part-time faculty in the Technical Education Division for the spring 2018 semester:

Michael Dealy, Aviation Maintenance Technology;
Ronald Coleman, Welding Technology;
Adam Eggerman, Aviation Pilot Training helicopter courses;
Chris Saner, Aviation Pilot Training helicopter courses;
Forrest Crawford, Aviation Pilot Training helicopter courses; and
Mats Faye Sture, Aviation Pilot Training helicopter courses;

- ratify the part-time and temporary faculty and staff according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff;
- accept the Run Out proposal from Benefit Administrative Systems (BAS), Chicago, IL in the amount of \$22,898.40 for a period of six months to allow continuation of processing 2017 insurance claims; and
- ratify the Foundation Board appointments of Gary Harbison, Stan Hatfield, Sue Hoffmann and Kevin Baltz.

Upon a roll call vote, those members voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu, and Mr. Mance. Nays: None. Absent: None. **PASSED**

APPROVAL OF BILLS

MOTION 12-20-17:02

Mr. Smith moved, seconded by Mr. Verdu, to approve the bills:

Education Fund	\$1,688,814.79
Operations & Maintenance Fund	187,651.05
Operations & Maintenance Fund Rest	7,175.00
Bond & Interest Fund	3,986,262.50
Restricted Purposes Fund	378,009.11
Trust & Agency Fund	8,173.94
Liability, Protection & Settlement Fund	31,762.83
Grand Total All Funds:	\$6,287,948.22

Upon a roll call vote, those members voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu, and Mr. Mance. Nays: None. Absent: None. **PASSED**

PLANNING AND POLICY COMMITTEE REPORT

Chairman Mance reported the committee had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkassee reported the committee had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton referred to the topic pulled from the consent agenda, Kids' Club Child Care Services. Board Attorney Hoerner stated the Board had four options: approve it; deny it; refer it back to the full Board; or refer it back to the Personnel, Programs and Services Committee.

MOTION 12-20-17:03

Mr. Blomenkamp moved, seconded by Mr. Verdu, to refer the topic of Kids' Care Child Care Services back to the Personnel, Programs and Services Committee to address at its next meeting, January 8, 2018. Upon a roll call vote, those members voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu, and Mr. Mance. Nays: None. Absent: None. **PASSED**

Chairman Morton reported the committee had no additional items.

EXECUTIVE SESSION

*Mr. Morton moved, seconded by Mr. Smith, to move into Executive Session at 6:25 p.m. to discuss personnel. Upon a roll call vote, those members voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu, and Mr. Mance. Nays: None. Absent: None. **PASSED***

There was consensus to return to regular session at 6:30 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

MOTION 12-20-17:04

Mr. Morton moved, seconded by Mr. Blomenkamp, to terminate the employment of Michael Gibson, Lead Registration/Admissions Clerk, for cause pursuant to Article 10, Section 10A.6. of the Collective Bargaining Agreement between SWIC and SWIC Educational Employees, IFT Local 6600, and to authorize the SWIC Director of Human Resources to so notify the subject employee. Upon a roll call vote, those members voting aye were Mr. Rodriguez (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkaske, Mr. Smith, Mr. Verdu, and Mr. Mance. Nays: None. Absent: None.

PASSED

REPORTS

President's Report

Last week Foundation Director Haley Thompson, Assistant Foundation Director Rene Thoele and Dr. Costello picked up the last installment of a \$1M gift. The recently received \$200,000 from a private donor will be used to purchase an additional CNC machine for our growing Precision Machining Technology program and to complete the renovation of our Instrumentation lab. The cost of the CNC machine will be approximately \$100,000. The remaining \$100,000 will be used to complete the Instrumentation lab that we began constructing with previous private donor allocations. The lab being renovated is located adjacent to the basic PLC lab on the Granite City campus. The funds will be used to complete the upgrade of tools, equipment, work benches and utilities that are necessary for a modern instrumentation lab. When completed the instrumentation lab will be interconnected with the basic PLC lab which will allow students to diagnose and repair problems in control loops that are used in automated manufacturing systems. Students will gain hands-on experience in pneumatic and electronic control systems, analysis of control loops, process computers, process simulation, and programmable logic controllers.

IGEN

The IGEN Steering Committee approved the resignation of Southwestern Illinois College as Fiscal Agent for IGEN effective January 1, 2018 with the appointment of Lewis and Clark Community College as Fiscal Agent in accordance with the current Intergovernmental Agreement establishing the IGEN consortium. It was further agreed that a mutually acceptable work plan to transition any remaining IGEN funds, assets, and personnel will be developed between the respective college presidents. In order to accomplish the transition, current IGEN personnel at SWIC will close out existing grants in the month of January and will assist in establishing any new grants at Lewis and Clark Community College. All future IGEN subgrant agreements will be with the new Fiscal Agent college which will be responsible for all accounting and legal services support.

The IGEN Steering Committee also approved the change in Administrative Agent from College of Lake County to Kankakee Community College. SWIC will remain a member of the IGEN consortium, but will have no financial or administrative responsibilities.

Since 2012, when IGEN was established, over \$17.5 Million has been distributed to Illinois community colleges largely for energy efficiency and solar projects that have provided direct long term annual cost budget reductions. Of that total distribution, \$2.45 Million directly benefited SWIC as the largest single recipient.

Instruction

Each month the Instructional Division will provide a report entitled Professional/Scholarly/Service Activities which will highlight faculty members and their accomplishments. These reports are provided to the trustees and will be made a part of the public record.

Community Services and Campus Operations

SWIC's 2017 Operation Cookie Drop campaign was an overwhelming success. In our partnership with Eckert's, more than 1,140 dozen cookies (400 dozen of which were baked by the SWIC family), \$80 cash and \$55 in gift cards were donated to the Scott Air Force Base Spouses Club which they will disseminate to the more than 400 troops who are stationed at the Base, bringing a touch of home to those who are not able to be with their families over the holidays. Cash is used to purchase gift cards to the Base Exchange and Commissary to help with the purchase of essentials for those who are most in need.

PSOP

PSOP's Retired Senior Volunteer Program was featured in the Belleville News Democrat's "Blessed to Give" campaign in an article published Sunday, November 26 on the needs of the elderly for transportation to doctor appointments.

PSOP's Resource Center and their partner agency, Senior Services Plus, helped 125 individuals complete Benefit Access, LIHEAP (Low Income Heating Assistance Program that enables seniors to pay their utility bills in the winter season) and Medicare applications.

PSOP's Senior Service Coordination Office, working collectively with the St. Clair County Intergovernmental Grants Department, completed 177 LIHEAP applications. In addition, staff worked with Resident Councils and provided holiday meals and entertainment for 281 seniors. To date, PSOP has worked with the St. Louis Food Bank and provided a total of 6,840 boxes of non-perishable food goods to low income seniors.

PSOP's Bountiful Harvest lunch served a traditional Thanksgiving lunch to more than 200 seniors. Local partners, including St. Clair County Board Chairman Mark Kern, several assisted living facilities, and in-home support agencies provided side dishes and helped serve the meal.

Red Bud Campus

The 13th annual Art du Jour was held at the Red Bud Campus on December 1 with 106 students from eight partner high schools participating in the day-long event.

Running Start

The Illinois State Scholar Commission recently released the list of Illinois State Scholars, all of whom are current high school seniors. Forty-five of SWIC's 131 (35%) second year students have been named Illinois State Scholars.

Sam Wolf Granite City Campus

Sam Wolf Granite City Campus has supported Billie's Kids, a project for underprivileged children in Madison County, for more than 20 years. This year SWGCC administration adopted the project of providing small fleece throws for children who would be attending the event. Through the generous efforts of the staff at SWGCC, 102 blankets were donated to the Coordinated Youth and Human Services and were distributed to each child at the event.

ICCTA Report

Trustee Roehrkas reported the next ICCTA Board of Representatives meeting will be held January 2018 via conference call.

Attorney's Report

Mr. Hoerner stated he had no additional items.

2018 MEETING SCHEDULE

Chairman Mance presented the 2018 meeting schedule for the Board of Trustees. The Board of Trustees will meet on the third Wednesday of each month at 6:00 p.m.

The Personnel, Programs and Services Committee; the Planning and Policy Committee; and the Facilities and Finance Committee will meet at 5:00 p.m. on Monday in the week before the Board meeting. The meeting location will be the Belleville Campus. One meeting per year, as determined by the Board of Trustees, will be held at each of the college's campuses including PSOP.

MOTION 12-20-17:05

Mr. Verdu moved, seconded by Dr. Briggs, to adopt the 2018 meeting schedule for the Board of Trustees and its committees. Following a voice vote the motion carried.

ADJOURNMENT

Mr. Morton moved, seconded by Dr. Briggs, to adjourn the meeting at 6:54 p.m. The motion carried.

Approved: **01.17.18**

Respectfully submitted,

Nick J. Mance
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

Southwestern Illinois College
Faculty Professional/Scholarly/Service Activities

November 2017

Presented by Dr. Janet Fontenot, Dean of Business Division

Dr. Tina Dierkes, Coordinator of the Office Administration and Technology program has been honored with the Illinois Business Education Association's 2017 Distinguished Service Award. The award was presented at the Fall IBEA conference held in Springfield on November 9. Dr. Dierkes is also currently serving as the secretary for the Foundation for the *Future of Business Education Committee* for the National Business Education Association and as a member of the FBLA/PBL National Board of Directors. She has been a faculty member at SWIC since 2000 and was the College's Full-time Faculty Member of the Year in 2009.

Southwestern Illinois College
Faculty Professional/Scholarly/Service Activities
October and November 2017
(and earlier items not included previously)

Presented by Julie Muertz, Dean of Health Sciences and Homeland Security

Diane Dodd, Respiratory Care Program Coordinator, and John Bast, Respiratory Care Clinical Coordinator attended an in-service on Preventing Pre-Analytical Error in ABG Analysis in Belleville, IL on November 8th.

Diane Dodd, Respiratory Care Program Coordinator, and John Bast, Respiratory Care Clinical Coordinator, attended an in-service on High Frequency Ventilation & Oscillation in Neonatal Care in St. Louis, MO on November 17th.

Michelle Kujawa, Full Time Instructor, Physical Therapist Assistant Program attended the Southern Illinois Physical Therapy Special Interest Group meeting entitled “Movement-Based Exam and Treatment of the Cervical Spine and TMJ” at Memorial Hospital in Belleville, IL on November 1st.

Dana Woods, Coordinator, Medical Assistant Program, attended the Southern Illinois Regional Medical Assistants (SIRMA) CEU Educational Day at the Educational Center in O’Fallon, IL on November 4th.

Dana Woods, Coordinator, Medical Assistant Program, attended the Southern Illinois Regional Medical Assistants (SIRMA) Business Meeting in O’Fallon, IL on November 4th.

Van Muschler, Director of Police Academy and Administration of Justice Coordinator attended instruction and graduation of the Basic Arson Investigation Course in Joliet, IL on October 18th-20th.

Jane Ohl, Associate Professor, Nursing Education Program assisted in CPR instruction for high school health class students at Belleville West High School, Belleville, IL on October 24th, 25th, & 26th.

Susan Wessel, Professor, Nursing Education Program and Jill Bingheim, Professor, Nursing Education Program along with the 2nd year nursing students, assisted in CPR instruction for high school health class students at Belleville West High School, Belleville, IL on October 24th and 26th.

Jane Ohl, Associate Professor, Nursing Education Program, Susan Wessel, Professor, Nursing Education Program, Jill Bingheim, Professor, Nursing Education Program, Colleen White, Professor, Nursing Education Program, Cynthia Winfield, Associate Professor, Nursing Education Program and Liz Alvarez, Assistant Professor, Nursing Education Program along with 1st and 2nd year nursing students, attended the O’Fallon Pediatric Seminar sponsored by O’Fallon-Shiloh EMS at the Katy Cavins Community Center in O’Fallon, IL on November 9th.

Colleen White, Professor, Nursing Education Program and Cynthia Winfield, Associate Professor, Nursing Education Program, along with 1st year nursing students, attended the ANA-Illinois Policy Conference at the Jay Hoffman Center, Nelson Building in Edwardsville, IL on November 16th.

Colleen White, Professor, Nursing Education Program, Cynthia White, Associate Professor, Nursing Education Program, Liz Alvarez, Assistant Professor, Nursing Education Program, Jane Ohl, Associate Professor, Nursing Education Program, Sue Wessel, Professor, Nursing Education Program and Jill Bingheim, Professor, Nursing Education Program attended the 11th Annual Nursing Research Symposium, Symphony of Evidence at Four Points by Sheraton, Fairview Heights, IL on November 16th.

Kim Keel, Associate Professor, Nursing Education Program and Colleen White, Professor, Nursing Education Program, along with the nursing students, all nursing faculty, and CNA students, collected for their Annual Thanksgiving Food Drive and were able to deliver meals to 55 families in the SWIC community on November 20th.

Cynthia Winfield, Associate Professor, Nursing Education Program along with the nursing students, worked the first aid booth at the Belleville East High School Band Invitational in Belleville, IL on October 28th.