



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
February 17, 2016**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, February 17, 2016 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:03 p.m.

ROLL CALL

Trustees present:

Dr. Harry Briggs
Kenneth R. Joseph
Nick Mance
Robert G. Morton
Richard Roehrkas
Philip L. Smith
Savannah Stellhorn, Student Trustee
Eugene Verdu

MOMENT OF SILENCE

Chairman Mance stated the college mourns the loss of former SWIC President Dr. Elmer Kirchoff, who passed away January 23, 2016. Dr. Kirchoff served as president from 1998 to 2008, leading the college through a period of tremendous growth. The college is grateful for his decade of service as our president. Trustee Mance requested a moment of silence in honor of Dr. Elmer H. Kirchoff.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Chairman Mance referred to the consent agenda items to be considered by the Board of Trustees. Mr. Mance asked if any trustee desired to have any items removed from the consent agenda in order to have them considered separately. There were no items pulled from the consent agenda.

MOTION 02-17-16:01

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

- approve the minutes of the regular Board meeting of January 20, 2016;
- approve Vending Services Agreement with Healthy Vends 4U, Caseyville, IL for installation of three healthy vending machines at the Belleville Campus, subject to review by the college attorney;
- adopt Budget Calendar for Fiscal Year 2017;
- approve agreement with Halock, Schaumburg, IL in the amount of \$5,000 for an IT external penetration test in lieu of the standard IT audit;
- dispose of the In-Car Camera System at the Sam Wolf Granite City Campus at a trade-in value of \$2,000, in accordance with Board Policy 6008, and to purchase a new system with current vendor Data911;
- dispose of Konicia SRX 101A film processor with stand, in accordance with Board Policy 6008;
- dispose of a 1987 Ford F-150 pick-up truck VIN #1FTDF15Y6HKA89299, in accordance with Board Policy 6008;
- accept renewal of the St. Clair County Mental Health Board grant in the amount of \$82,445 for the period January 1, 2016 through December 31, 2016 to assist in providing individual counseling, group support, and information/referral targeting seniors age 60 and older and caregivers of seniors; (Note: The amount reflects a 2% increase in funding, including a specific \$1,100 to implement animal assisted counseling services.)
- accept renewal of the Career and Technical Education AEL ICAPS grant funded by the Illinois Community College Board in the amount of \$5,000 for the period June 1, 2015 through June 30, 2016 to provide funding for costs associated with Adult Basic Education students' enrolment in Vocational Education courses at the Sam Wolf Granite City Campus and to support student completion of Technical Education courses;
- accept renewal of the Adult Education and Family Literacy ICAPS grant funded by the Illinois Community College Board in the amount of \$5,000 for the period July 1, 2015 through June 30, 2016 to provide funding for costs associated with Adult Basic Education students' enrollment in Vocational Education courses at the Sam Wolf Granite City Campus and to support student completion of Technical Education courses;
- approve amendment to agreement between HSHS Medical Group, Inc. and Southwestern Illinois College, District #522 to permit Allied Health programs (currently Medical Assistant) to utilize the clinical facility;
- approve amended and restated agreement between SSM Health Care Corporation and Southwestern Illinois College, Community College District #522 to permit Allied Health

programs (currently Paramedic, Nursing, Respiratory Care, Radiologic Technology and Physical Therapist Assistant) to utilize the clinical facility;

- approve amendment to agreement between the Illinois Law Enforcement Training and Standards Board and Southwestern Illinois College, District #522 to directly bill the Training and Standards Board for the recruits in the Police Academy, reducing the burden on the police departments sending officers to the Academy;
- approve renewal agreement between the Board of Trustees of the University of Illinois Fire Service Institute (IFSI) and Southwestern Illinois College, District #522; Selsius™ is partnering with IFSI to provide Confined Space High Angle Rescue quarterly refresher training programs for Dynegy employees that will be delivered in April, June, August and December 2016;
- approve new agreement between Educational Testing Service and Southwestern Illinois College, Community College District #522 to allow SWIC the ability to become an approved test center selected by the State of Illinois for the delivery of a high school equivalency examination (HiSET);
- accept gifts to the college;
- approve new occupational Building Trades Safety Certificate;
- accept the retirement notification of Jeffrey McCoy, full-time Custodian at the Belleville Campus, effective close of business January 29, 2016;
- appoint Brandi L. Brown-Harris to the full-time administrative position of Academic Advisor effective March 1, 2016 at an annual salary of \$40,000 with employment subject to the Personnel Procedures for Administrators;
- appoint Jamie Schrader to the full-time administrative position of Accountant effective March 21, 2016 at an annual salary of \$50,000 with employment subject to the Personnel Procedures for Administrators;
- appoint Christine Roy to the full-time administrative position of Intake and Access Coordinator effective March 1, 2016 at an annual salary of \$44,425 with employment subject to the Personnel Procedures for Administrators;
- create a full-time faculty staffing plan for fiscal years 2017 and 2018 and to authorize administration to advertise for such positions as deemed appropriate under the plan;
- approve transfer request to the Belleville Campus from the Sam Wolf Granite City Campus for full-time Commissioned Public Safety Officer Brandon Borkowski effective March 1, 2016 and subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and the Illinois Council of Police (ICOPS)-Southwestern Illinois College Chapter, 2012-2016;
- modify the previously approved amount for High School Academy tuition from \$70.85 per credit hour to \$71 per credit hour for the Summer 2016 program; and

- ratify the hire of part-time and temporary faculty and staff according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.

Upon a roll call vote, those members voting aye were Ms. Stellhorn (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkaske, Mr. Smith, Mr. Verdu, and Mr. Mance.
Nays: None. Absent: None. **PASSED**

APPROVAL OF BILLS

MOTION 02-17-16:02

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

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|---|--------------------|
| Education Fund | \$1,014,427.18 |
| Operations & Maintenance Fund | 659,293.80 |
| Operations & Maint Fund Restricted | 33,167.02 |
| Bond & Interest Fund | 551.09 |
| Restricted Purposes Fund | 207,439.81 |
| Trust & Agency Fund | 21,009.55 |
| Audit Fund | 12,350.00 |
| Liability, Protection & Settlement Fund | 82,562.30 |
| Self Insurance Fund | 208,940.35 |
| Grand Total All Funds: | \$2,239,541.10 |

Upon a roll call vote, those members voting aye were Ms. Stellhorn (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkaske, Mr. Smith, Mr. Verdu, and Mr. Mance.
Nays: None. Absent: None. **PASSED**

PLANNING AND POLICY COMMITTEE REPORT

Chairman Joseph reported he had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkaske reported he had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported he had no additional items.

REPORTS

President's Report

The College has received official notification from the Higher Learning Commission that our accreditation has been continued until 2025-26. The Institutional Actions Committee met February 8 and 9 and accepted the peer review team's recommendation at that meeting. The change in status will be posted on the HLC's website in two weeks and we are now allowed to publicize our Comprehensive Quality Review report.

On February 4 the Higher Learning Commission sent a letter to Illinois government officials advising them of their role in providing financial support for public institutions and the potential accreditation risks associated with their failure to pass a budget. College and university presidents were notified of the communication and asked to

provide a brief report on the current availability of financial, physical, and human resources required to support their respective institutions. We submitted our response on February 16 and assured the Commission of our ability to fulfill our mission and meet the criteria for accreditation.

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

Senior Corps Programs compliance officer John Hosteny and his supervisor Lisa Guccione, visited PSOP on January 22, 2016. Mr. Hosteny was very impressed with the level of commitment and engagement of the Foster Grandparents, calling PSOP's Foster Grandparent Program one of the best in the state.

Red Bud Campus College Activities Board sold "Random Act of Kindness" bracelets on February 10 in honor of Hannah Porter and Abby Liefer, two SWIC students who were killed last year in an automobile accident. Approximately \$400 was collected that will go toward the College Activities Board's 2016 community service project to fund the Martha's Kitchen/Mary's Heart meal at St. Paul Church in Waterloo on February 22 which benefits homeless and financially disadvantaged families in Monroe County.

The Red Bud Campus will host the Platinum Chef Workshops on February 24 to help seven area high schools prepare for the Platinum Chef Challenge scheduled for March 23 at Red Bud High School. SWIC is a co-sponsor for the event; and Leisa Brockman and the Culinary Arts students will conduct the workshops.

Student Development

Perkins funding has enhanced our mission to equip the Access and Testing Labs with technology resources that help provide equal opportunity for students with disabilities. During the fall semester alone, the Disability & Access Center provided 5,844 district-wide accommodations for students with disabilities, which enabled them to enroll and be retained in their classes.

Belleville Campus

The annual Martin Luther King, Jr. Day Observance took place January 28. Students, faculty and staff members listened to Kingian Non-Violence Scholar, Charles Alphin, discuss the pillars of Dr. King's philosophy and how by following his teachings, we can all live more productive lives.

Over 30 student clubs and organizations participated in the annual Spring Club Fair on February 3rd. Students were able to browse the available organizations and talk to the students already involved in them.

On February 10 over 1700 elementary school students flooded the Varsity Gym to see the Jabali Acrobats, a troupe from Kenya, sponsored in part by a grant from the Foundation Office. A second public performance occurred later in the evening.

Black History Month events have been and will occur all through the month of February. A complete calendar of activities can be found on the College Activities website.

Sam Wolf Granite City Campus

SWGCC-College Activities Board collected over \$400 through the sponsorship of World Cancer Day Pinwheels; the money will go to the Siteman Cancer Center.

CAB delivered Valentine's Day cards and treats to residents at Fountains Assisted Living.

CAB is hosting its 8+8 Hour Challenge on February 17 & 18, when they will collect items for soldier care packages.

Red Bud Campus

RBC's counseling office has been busy presenting workshops for Math Anxiety, Study Skills and Restart.

Deena Duvall, Field Coordinator for the Senior Companions Program at the RBC, spoke to the Red Bud Rotary Club about the services her department offers. Ms. Duvall was also proud to announce that two of Red Bud's companions were nominated for the Governor's Volunteer Award this year.

The Phi Theta Kappa Iota Iota chapter induction will be held March 8 in the Performing Arts Room

RBC College Activities and the American Red Cross will host a blood drive on March 9 at the Red Bud Campus. The goal is to recruit a minimum of 25 donors.

ICCTA Report

Trustee Roehrkaske began his report by complimenting President Costello on her keynote speech at the annual Mayor's Prayer Breakfast held earlier today at Fischer's Restaurant in Belleville.

Mr. Roehrkaske provided Governor Rauner's budget message delivered to the General Assembly, as well as ICCTA Executive Director Mike Monaghan's response to the budget address.

ICCTA Board Highlights from the January 23, 2016 conference call were provided to the trustees. The next meeting of the ICCTA Board of Representatives will be held March 11-12, 2016 in Lombard, Illinois. Trustee Roehrkaske will attend the meeting.

Attorney's Report

Mr. Hoerner reported the *Memorandum of Understanding* between SWIC and the Faculty Union is being finalized; specialist position/s outside the bargaining agreement are being clarified.

MISCELLANEOUS

Chairman Mance stated the next meeting of the Board of Trustees will be held Wednesday, March 23, 2016 at 6:00 p.m. in the Marsh Conference Room at the Belleville Campus.

President Costello reported the February 14, 2016 Belleville News-Democrat pull-out section featuring SWIC was entirely paid for by sponsors.

ADJOURNMENT

Dr. Briggs moved, seconded by Mr. Joseph, to adjourn the meeting at 6:23 p.m. The motion carried.

Approved: **03.23.16**

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**

December 2015 and January 2016
(and earlier items not included previously)

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

Kim Snyder, Coordinator, Physical Therapist Assistant Program, Michelle Kujawa, Full Time Instructor, Physical Therapist Assistant Program, and Robert Lutz, Adjunct Faculty, Physical Therapist Assistant Program, attended a Commission on Accreditation in Physical Therapy Education workshop in Bloomington/Normal, Illinois on January 4th and 5th.

Diane Dodd, Coordinator, Respiratory Care Program, attended a Webinar by Purdue University and the AARC entitled Tobacco Cessation in Waterloo, IL on January 14th.

Diane Dodd, Coordinator, Respiratory Care Program and John Bast, Respiratory Care Program Clinical Instructor, attended an American Heart Association Instructor Update for Basic Life Support and Advanced Cardiac Life Support webinar in Belleville, IL on January 16th.

John Bast, Respiratory Care Program Clinical Instructor, gave a presentation entitled Mechanical Ventilation to SWIC EMS students in Belleville, IL on December 10th.

Lee Smith, Coordinator, Fire Science Program, was re-elected Vice-President of the St. Clair/Monroe County Fire Chiefs Association at their meeting on December 3rd.

Howard Gunning, Professor Emeritus, Medical Assistant Program, was awarded the Emerson Excellence in Teaching Award at the Clayton Ritz-Carlton, St. Louis, MO on November 22nd.

Memo



To: Clay Baitman
From: Lynette Rienbolt
Date: February 9, 2016
Re: President's Report – January 2016

Selsius™ Corporate & Career Training delivered the following services for the month of January.

Selsius™ Client Projects

Menasha Packaging – Provided *Coaching for Peak Performance* training for 13 employees.

Dynegy – Provided *Asbestos Construction/Supervisor Refresher* training for five employees.

Career Training (Open Enrollment)

Driver Safety (instructor led) – 2 seminars, 26 participants

Driver Safety (on-line) –145 participants

Business Skills Training - 1 seminar, 4 participants

Software Training – 2 seminars, 8 participants

Corporate Training (Contract)

Business Skills Training - 1 seminar, 13 participants

Software Training – 0 seminars, 0 participants

Industrial Training – 1 seminar, 5 participants

Total - 7 seminars; 201 participants; 8 companies served