



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT NO. 522  
Marsh Conference Room  
Belleville Campus  
February 25, 2019**

**CALL TO ORDER**

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Monday, February 25, 2019 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Robert G. Morton called the meeting to order at 6:00 p.m.

**ROLL CALL**

Trustees present:

John S. Blomenkamp  
Dr. Harry Briggs  
Robert G. Morton  
Richard Roehrkas  
Philip L. Smith  
Eugene Verdu

Trustees absent:

Stephanie Scurlark-Belt  
Sonny Wilson, Student Trustee

**PUBLIC COMMENTS**

Chantay White-Williams, professor of English, and Steve Moiles, chair of the English and Film Departments, addressed the Board of Trustees concerning the lack of events celebrating Black History Month and Women's Herstory Month. Ms. White-Williams stated that cultural competency is essential to student and staff successes and feels that SWIC is failing in diversity initiatives. Mr. Moiles added that diversity should be an important part of moving the college forward.

**CONSENT AGENDA**

Chairman Morton referred to the consent agenda items to be considered by the Board of Trustees. Mr. Morton asked if any trustee desired to have any items removed from the consent agenda in order to have them considered separately. Chairman Morton pulled items X.E.3. and X.E.8. from the consent agenda.

**MOTION 02-25-19:01**

Mr. Smith moved, seconded by Mr. Verdu, to:

- approve the minutes of the regular meeting of January 23, 2019;
- accept the FY 2018 Audit Report and to file with ICCB;
- award the purchase of two 2019 Ford Expeditions to Marrow Brothers Ford, Greenfield, IL in the amount not to exceed \$35,000 each and in the total amount not to exceed \$70,000;
- award the purchase of a 2019 Ford pickup truck to Bob Ridings Fleet Sales, Taylorville, IL in the amount of \$43,448;
- award the purchase of a Heater & A/C System Trainer to Avotak, Weyers Cave, VA in the amount of \$24,995;
- authorize the Business Office to make payment of \$238,315 to North American Helicopter for helicopter flight training conducted per an agreement approved by the Board of Trustees on November 30, 2016;
- approve Shared Data Agreement with Illinois Department of Employment Security and Illinois Community College Board to provide data for the purpose of accessing the Career Outcome Higher Education Institutional Research Tool;
- approve Tentative Budget Calendar for Fiscal Year 2020;
- accept continuation of Senior Companion Program grant from Stookey Township in the amount of \$5,000 for the period April 1, 2019 through March 31, 2020 to provide funding for program volunteers in support of their travel to and from clients' homes;
- accept continuation of Retired Senior Volunteer Program (RSVP) grant from Stookey Township in the amount of \$5,000 for the period April 1, 2019 through March 31, 2020 to support approximately 7% of the salary and benefits of the full-time RSVP Volunteer Coordinator position;
- accept continuation of the ATS grant from Stookey Township in the amount of \$10,000 for the period April 1, 2019 through March 31, 2020 to provide funding for the purchase of rolling stock and operational support of ATS;
- accept continuation of the Retired Senior Volunteer Program (RSVP) grant from St. Clair Township in the amount of \$4,200 for the period April 1, 2019 through March 31, 2020 to support approximately 7% of the salary and benefits of the full-time RSVP Volunteer Coordinator position;
- accept continuation of the ATS grant from St. Clair Township in the amount of \$8,137 for the period April 1, 2019 through March 31, 2020 to provide funding for the purchase of rolling stock and operational support of ATS;

- accept continuation of the St. Clair County-Multipurpose Senior Center Program grant from the St. Clair County Board in the amount of \$62,500 for the period January 1, 2019 through December 31, 2019 to fund activities, information, social and health services to senior citizens age 55 and over;
- approve renewal facility agreement between Red Bud Regional Hospital, Red Bud, Illinois and Southwestern Illinois College, District #522 to allow Health Sciences students to participate in clinical experience;
- approve ratification of new agreement between SkillsUSA Illinois and Southwestern Illinois College, District #522 to provide for Southwestern Illinois College to host a SkillsUSA Qualifying Conference scheduled for March 1, 2019;
- approve renewal agreement between Freeburg District #70 More at Four Pre-K, Freeburg, Illinois and Southwestern Illinois College, District #522 to identify Southwestern Illinois College as a partner with the More at Four Program to promote families as lifelong educators, learners, and advocates for this child's developmental and educational success;
- approve new facility agreement between Harmony-Emge School District #175, Belleville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve renewal facility agreement between Highland CUSD #5, Highland, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve renewal facility agreement between Kaleidoscope of Kids, Collinsville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve new facility agreement between Miracle Development Temple Child Care Center, Cahokia, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve new facility agreement between New Baden Elementary School Wesclin CUSD #3, New Baden, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve new facility agreement between Willow Walk Learning Center, Trenton, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;

- approve renewal agreement between Illinois Department of Public Health - Belleville Americorps and Southwestern Illinois College, District #522 for Belleville Americorps and its partners (City of Belleville, Belleville School Districts 118 and 175, Franklin Neighborhood Association and Harmony Neighborhood Community Association) to provide tutoring services and engage community volunteers to respond to locally identified needs; (Note: this agreement is for the current 2018-2019 program year which began July 1, 2018 and concludes December 31, 2019.)
- approve course fee adjustments;
- accept the resignation of Jacob Fowler, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business January 25, 2019;
- appoint Alexis Lambert to the full-time administrative position of Academic Advisor in the Student Services Division effective March 18, 2019 at an annual salary of \$40,000 with employment subject to the Personnel Procedures for Administrator;
- appoint Janet Rinehart to the part-time SWIC EE position of Office Assistant in the Adult Education Division at the Sam Wolf Granite City Campus effective March 1, 2019 at the rate of \$12.79 per hour for up to 28 hours per week;
- appoint Cynthia Holten to the part-time position of Public Safety Dispatcher at the Belleville Campus effective March 1, 2019 at a rate of \$10.38 per hour with employment subject to the provisions of the Collective Bargaining Agreement between SWIC and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2016-2019;
- appoint Kaitlynn Orr to the part-time position of Public Safety Dispatcher at the Sam Wolf Granite City Campus effective March 1, 2019 at a rate of \$10.38 per hour with employment subject to the provisions of the Collective Bargaining Agreement between SWIC and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2016-2019;
- appoint Gina Hill to the part-time position of Custodian at the Sam Wolf Granite City Campus effective March 1, 2019 at an hourly rate of \$12.88, Local 148, AFL-CIO;
- appoint Zachary Webb to the part-time position of Custodian at the Sam Wolf Granite City Campus effective March 1, 2019 at an hourly rate of \$12.88, Local 148, AFL-CIO;
- appoint Robert Wilson to the full-time grant-funded administrative position of Director of Transportation, Alternative Transportation System (ATS) effective March 1, 2019 at an annual salary of \$82,500 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint Timothy Andrus to the full-time grant-funded administrative position of Assistant Director of Transportation, Alternative Transportation System (ATS) effective May 1, 2019 at an annual salary of \$55,000 with employment subject to the provisions of the Personnel Procedures for Administrators;

- appoint John Schmidt to the full-time grant-funded administrative position of Assistant Director of Transportation, Alternative Transportation System (ATS) effective March 18, 2019 at an annual salary of \$54,000 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint the following part-time faculty:

Brianne Funk, Administration of Justice - Police Academy in the Health Sciences & Homeland Security Division for the Spring 2019 semester and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty;

Chris Mattingly, Administration of Justice - Police Academy in the Health Sciences & Homeland Security Division for the Spring 2019 semester and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty;

Whitey O'Dell as a part-time LACE Assistant in the Respiratory Care program, Health Sciences & Homeland Security Division, at an hourly rate of \$20.37 not to exceed five hours per week for the 2019 Spring semester;

Kimberly Watkins-Cooper as Belleville AmeriCorps Quarter-time Volunteer Coordinator, Franklin Neighborhood Community Association/Belleville Public School District #118 for the 2018/2019 program year;

- ratify the emergency hire of part-time personnel:

Ivan Simms, Part-time Non-union Fitness Center Lab Assistant at the Sam Wolf Granite City Campus, at the rate of \$16.58 per hour for less than ten hours per week;

Jeffrey Baltes, Part-time seasonal Greenhouse Technician at the Belleville Campus, at the rate of \$15.00 per hour up to 28 hours per week February 11, 2019 through April 30, 2019; and

Torri Kuhse, Part-time seasonal Greenhouse Technician at the Belleville Campus, at the rate of \$15.00 per hour up to 28 hours per week February 11, 2019 through April 30, 2019;

- ratify the part-time and temporary faculty and staff actions for January 2019 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff; and
- accept the nomination of Antoinette D. Hayes-Triplett as the college's candidate for the 2019 ICCTA Distinguished Alumnus Award.

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

## **APPROVAL OF BILLS**

### **MOTION 02-25-19:02**

Mr. Smith moved, seconded by Mr. Verdu, to approve the bills as presented, including travel-related expenses of members of the Board of Trustees and of employees:

Education Fund	\$ 920,702.58
Operations & Maintenance Fund	266,727.72
Restricted Purposes Fund	262,103.74
Trust & Agency Fund	10,160.93
Audit Fund	3,500.00
Liability, Protection & Settlement Fund	53,960.04
 Grand Total All Funds:	 \$1,517,155.01

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

### **PLANNING AND POLICY COMMITTEE REPORT**

Chairman Morton reported the committee had no action items to bring forward.

### **FACILITIES AND FINANCE COMMITTEE REPORT**

Chairman Roehrkasse presented a request to approve consulting agreement with CliftonLarsonAllen LLP to review PSOP revenue and expense records in an amount not to exceed \$7,000.

### **MOTION 02-25-19:03**

Mr. Roehrkasse moved, seconded by Dr. Briggs, to approve consulting agreement with CliftonLarsonAllen LLP to review PSOP revenue and expense records in an amount not to exceed \$7,000. Upon a roll call vote, those members voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Mr. Wilson (opinion) and Ms. Scurlark-Belt. **PASSED**

### **PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT**

Chairman Morton presented the following appointment recommendation that was pulled from the consent agenda.

### **MOTION 02-25-19:04**

Mr. Morton moved, seconded by Mr. Smith, to appoint Hillary Johnson to the full-time administrative position of Student Services Coordinator effective March 18, 2019 at an annual salary of \$45,000 with employment subject to the provisions of the Personnel Procedures for Administrators. Upon a roll call vote, those members voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Mr. Wilson (opinion) and Ms. Scurlark-Belt. **PASSED**

Chairman Morton presented the request to create and to advertise the full-time administrative position of Dean of Arts and Humanities at a pay rate of Grade 9 on the Administrator pay scale.

**MOTION 02-25-19:05**

Mr. Smith moved, seconded by Mr. Verdu, to create and to advertise the full-time administrative position of Dean of Arts and Humanities at a pay rate of Grade 9 on the Administrator pay scale. Upon a roll call vote, those members voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Mr. Wilson (opinion) and Ms. Scurlark-Belt. **PASSED**

**REPORTS**

**President’s Report**

President Mance stated the first he was made aware of the lack of initiatives celebrating Black History Month was when the request was made to address the Board of Trustees. He gave his assurance that he will take care of it.

The Five Star Advisor Plan of Phi Theta Kappa Honor Society, is a free self-guided online curriculum developed to better support this vital group. SWIC’s PTK Advisor, Christina Boyce, has successfully completed all five levels of the Five Star Advisor Plan and will be recognized at the PTK annual convention held April 4-6, 2019 in Orlando, Florida.

**ICCTA Report**

Trustee Roehrkassee reported the next meeting of the ICCTA Board of Representatives will be held March 8-9, 2019 in Naperville, IL.

The ICCTA Board of Representatives will also meet April 30, 2019, followed by Lobby Day on May 1, 2019.

**Attorney’s Report**

Mr. Hoerner stated he had no report.

**ADJOURNMENT**

Mr. Blomenkamp moved, seconded by Mr. Smith, to adjourn the meeting at 6:36 p.m. The motion carried.

Approved: **03.27.19**

Respectfully submitted,

\_\_\_\_\_  
Robert G. Morton  
Chairman of the Board of Trustees

\_\_\_\_\_  
Beverly J. Fiss  
Secretary to the Board of Trustees

## **February President's Report from Student Development**

### **Athletics**

#### **Student Support**

- The annual "Glo Bingo and Silent Auction" fundraiser that supports student-athlete scholarships is scheduled for Friday, April 26<sup>th</sup> in the varsity gymnasium. Please purchase your tickets soon and make plans to enjoy an evening "Sportin' Around in Kashmir Town!"

### **Disability & Access Center**

#### **Student Support**

- To enhance overall institutional accessibility, the Disability & Access Center utilized grant funding for ReadSpeaker, a text-to-speech web reader for the college's website and Blackboard. There were 11,264 hits on ReadSpeaker in the last quarter of 2018.
- The Disability & Access Center provided outreach and program information for High School Visit Day and an IEP High School meeting in January.
- All identified students with disabilities have received communication regarding accommodations and emergency evacuation procedures.

### **Financial Aid, Veterans Services & Student Employment**

#### **Student Support**

- Staff provided excellent customer service during our peak season, serving approximately 3,951 students in person.
- The FAO is currently preparing for our first financial aid disbursement that is set to occur on February 22<sup>nd</sup> with excess funds being mailed out on February 25<sup>th</sup>.
- Staff have started communicating via email with students regarding required 2019-2020 financial aid documents; emails will continue every 30 days as a reminder to students until all required paperwork is received.
- The FAO collaborated with Admissions in hosting the annual High School Visit Day that was attended by over 200 students, several parents and guests. The FA Director presented an overview of the Financial Process and PALS staff assisted in providing campus tours.
- Staff will participate in the annual College Fair on Sunday, February 24<sup>th</sup> from 1:30 – 3:30; FAFSA completion workshops and a Financial Aid presentation will be conducted.
- Administrative staff conducted an all-staff training with an emphasis on how to prepare for the new aid year.

### **Student Life Services**

#### **Community Partnerships**

- Students from four area high schools (Edwardsville, Wyvetter Younge, Freeburg, and Governor French Academy) participated in the annual Poetry Out Loud Contest on February 19<sup>th</sup>; Scottlyn Ballard, the champion and Isabella Brown, the runner up, both from Edwardsville High School, will represent the South Central Region and join two finalist from each of the other seven Illinois regional contests at the Poetry Out Loud

state competition in March. East St. Louis Sr. High School and Mascoutah High School also participated by holding POL contests for students at their schools, however their finalist were unable to participate in the final round at SWIC. In total, 1141 area high school students have participated in the program since October 2018.

- Students from five area high schools (Columbia, Waterloo, Red Bud, Marissa and Chester) attended Platinum Chef Competition Workshops at the Red Bud Campus on February 20th. Culinary Arts program students conducted workshops on topics that included plate presentation, building flavors, sanitation and knife skills in preparation for the Platinum Chef Cooking Competition that takes place on March 27 at Red Bud High School. The competition is in its 13th year.
- Student Life Services and the Diversity & Inclusion Committee hosted “Soulful Sunday Soiree” at the Schmidt Art Center on February 11th. The sold out event featured live music from Press Play and a delicious dinner and dessert buffet provided by the Culinary Arts Club.
- 

### **Student Development**

- Ongoing focus is prioritized to assist students through mentoring, disciplinary and CBITAT meetings with the goal of enhancing opportunities to experience success as SWIC students.
- As required by the Illinois Community College Board and the Illinois Board of Higher Education, the annual Underrepresented Groups Report was submitted prior to the February 1 deadline. This year, the following SWIC Best Practices were highlighted:

**Cahokia High School Dual Enrollment Welding Program**  
**SWIC Foundation Scholarship Program**