



**BOARD OF TRUSTEES**  
**Community College District No. 522**  
**Marsh Conference Room**  
**Belleville Campus**  
**January 20, 2016**

**CALL TO ORDER**

A meeting of the Board of Trustees of Community College District #522 was held Wednesday, January 20, 2016 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:00 p.m.

**ROLL CALL**

Trustees present:

Harry Briggs, Ph.D.  
Kenneth R. Joseph  
Nick J. Mance  
Robert G. Morton  
Richard Roehrkasse  
Philip L. Smith  
Savannah Stellhorn, Student Trustee  
Eugene Verdu

**PUBLIC COMMENTS**

There were no public comments.

**OATH OF OFFICE**

The Board Chair directed the Board Secretary to administer the Oath of Office to Brandon Borkowski, Public Safety Officer at the Sam Wolf Granite City Campus.

**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. No items were pulled from the consent agenda.

**MOTION 01-20-16:01**

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

- approve the minutes of the regular Board meeting of December 16, 2015 and the special Board meeting/public hearing of December 28, 2015;
- adopt proposed amendments to Board Policy 4010 and Administrative Procedure 4010AP: Acceptance of Credit; Board Policy 4011 and Administrative Procedure 4011AP: Evaluation of Prior Knowledge, Experience, and Transfer Credit; and Board Policy 4012 and Administrative Procedure 4012AP: Servicemembers Opportunity Colleges;
- adopt new Board Policy 4029 and Administrative Procedure 4029AP: Student Optional Disclosure of Private Mental Health Act;
- accept the FY 2015 Audit Report and to file with ICCB;
- approve Facility Usage Agreement with Southern Illinois University Carbondale for the Motorcycle Rider Training Program;
- approve Barnes & Noble contract extension for the period March 1, 2016 through June 30, 2016; the renewal contract effective July 1, 2016 through June 30, 2021; and a Financial Offer with Southwestern Illinois College, subject to review by the college attorney;
- extend the contract of Michelle Baron, Sr. HRIS Consultant, through July 2016 in the amount of \$180,000 to complete the initial BenAdmin project and to implement the institutional initiative Candidate Gateway;
- accept renewal of the Adult Education and Family Literacy Sub-recipient Grant Federal Funds awarded through the Illinois Community College Board in the amount of \$467,258 for the period July 1, 2015 through June 30, 2016 to enable Adult Education to provide services to educationally disadvantaged district residents helping them obtain the knowledge and skills needed to function in society and become self-sufficient;
- accept renewal of the Illinois Science and Energy Innovation Foundation (ISEIF) grant in the amount of \$180,000 for the period January 1, 2016 through December 31, 2016 for IGEN to deliver services for ISEIF programs as outlined in the grant Scope of Work;
- approve new agreement between Covenant Care, Lebanon, Illinois and Southwestern Illinois College, Community College District #522 to allow Health Sciences students (currently Physical Therapist Assistant program) to participate in clinical experience;
- approve new agreement between Fairview Heights Medical Group, S.C., dba BJC Medical Group of Illinois and Southwestern Illinois College, Community College District #522 to allow Health Sciences students (currently Medical Assistant program) to participate in clinical experience;
- approve new agreement between Physician Groups, L.C. dba BJC Medical Group of Missouri and Southwestern Illinois College, District #522 to allow Health Sciences students (currently Medical Assistant program) to participate in clinical experience;

- approve renewal agreement between Red Bud Illinois Hospital Company, LLC (Red Bud Regional Hospital), Red Bud, Illinois and Southwestern Illinois College, District #522 to allow Health Sciences students (currently Nursing Education and Certified Nurse Assistant programs) to participate in clinical experience;
- approve renewal agreement between The Association of Bright Learners' Education (ABLE) and Southwestern Illinois College, Community College District #522 to offer a variety of Kids on Campus programs as developed in conjunction with SWIC's Community Education;
- accept gifts to the college;
- accept the resignation of Marcy Barrows, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business January 1, 2016;
- accept the retirement notification of Stanley D. Frey, full-time Custodial Shift Leader at the Belleville Campus, effective close of business December 31, 2015;
- accept the retirement notification of Bonnie Heuer, Veterans and Career Services Coordinator, effective close of business March 31, 2016;
- appoint Tim Young to the full-time administrative position of Senior Analyst - Statistics and Analytics at the Belleville Campus effective March 1, 2016 at an annual salary of \$60,000 and subject to the Personnel Procedures for Administrators;
- appoint Cindy Shanks to the full-time administrative position of Assistant Instructional Technology Manager effective February 1, 2016 at an annual salary of \$44,000 and subject to the Personnel Procedures for Administrators;
- appoint Haley Thompson to the full-time administrative position of Foundation Executive Director effective February 16, 2016 at an annual salary of \$81,500 and subject to the Personnel Procedures for Administrators;
- award faculty tenure effective August 15, 2016 to Stacy Hairston, Health Information Technology; Matthew Harter, Aviation Maintenance Technology; and Thomas Noonan, Culinary Arts and Food Management;
- approve third-year reemployment throughout FY 2016 for Nicolyn Hensley, Graphic Communication and Web Designer, Development and Administration; and Julie Willis, Speech and Theatre;
- approve second-year reemployment throughout FY 2016 for Angelia Blackman Donovan, Business Law and Paralegal Studies; 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. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Joseph. **PASSED**

## **APPROVAL OF BILLS**

### **MOTION 01-20-16:02**

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

Education Fund	\$1,123,800.84
Operations & Maintenance Fund	207,058.78
Restricted Purposes Fund	294,594.25
Trust & Agency Fund	24,709.67
Audit Fund	1,000.00
Liability, Protection & Settlement Fund	40,781.95
Self Insurance Fund	85,082.47

Grand Total All Funds:	\$1,777,027.96
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Upon a roll call vote, those members voting aye were Ms. Stellhorn (Opinion), Dr. Briggs, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Joseph. **PASSED**

## **TAXABLE GENERAL OBLIGATION COMMUNITY COLLEGE BONDS**

### **MOTION 01-20-16:03**

Mr. Smith moved, seconded by Mr. Roehrkassee, to adopt by title only Resolution Providing For The Issue Of Approximately \$10,000,000 Taxable General Obligation Community College Bonds, Series 2016, To Increase The District's Working Cash Fund, Provide For A Levy Of Taxes To Pay The Bonds, And Provide For The Execution Of A Bond Purchase Agreement With Stifel, Nicolaus & Company, Incorporated For The Sale Of The Bonds. Upon a roll call vote, those members voting aye were Ms. Stellhorn (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED**

### **MOTION 01-20-16:04**

Mr. Roehrkassee moved, seconded by Mr. Morton, to adopt the Resolution Providing For The Issue Of Approximately \$10,000,000 Taxable General Obligation Community College Bonds, Series 2016, To Increase The District's Working Cash Fund, Provide For A Levy Of Taxes To Pay The Bonds, And Provide For The Execution Of A Bond Purchase Agreement With Stifel, Nicolaus & Company, Incorporated For The Sale Of The Bonds. Upon a roll call vote, those members voting aye were Ms. Stellhorn (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkassee, 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 Roehrkas reported he had no additional items.

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

Chairman Morton reported he had no additional items.

## **REPORTS**

### **President's Report**

Dr. Costello thanked Controller Missy Roche for her dedication and commitment to SWIC to complete the audit, the tax levy and the bond issue. President Costello stated Ms. Roche put in countless hours, many at the expense of personal sacrifices, to complete the audit and the additional requirements for the tax levy and the bond issue. Ms. Roche also made certain the county clerks received the tax levy information by personally delivering some of the packets. Dr. Costello, on behalf of the Board of Trustees and as President of the college, thanked Ms. Roche for her loyalty. Chairman Mance echoed Dr. Costello's comments and stated the Board of Trustees appreciated the extra work on behalf of SWIC.

Dr. Costello requested the remainder of her report be entered into the public record as follows:

Eric Harris, a driver for ATS/SWIC, assisted an ATS client who had been robbed. Mr. Harris observed the robbery from his bus, called the police, and then identified the robber after the police captured him. Alex Fees, a reporter for Channel 2, St. Louis, presented the report on the evening news; it was also reported in the Belleville News-Democrat. Eric Harris has worked with ATS/SWIC for over ten years and is an outstanding employee.

Public Safety, on behalf of the college, received a plaque of appreciation from the Truth Initiative in Washington, D.C. for being a tobacco-free college champion in creating a healthier campus environment for our students, visitors, faculty and staff.

The Violence Prevention Center of Southwestern Illinois expressed thanks for the food and toy donations from the college's drives for clients in shelters. The letter stated, "We are very grateful for your support in our mission to eliminate domestic violence in individuals' lives and in society as a whole."

### **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**

The Older Adult and Caregiver Counseling Program at PSOP received a grant for \$1,100 to implement animal assisted therapy techniques into counseling sessions when appropriate and needed. Tanya Koelker, Caregiver Consultant at PSOP, and her Labrador will receive training and become certified in animal assisted interventions. The counselors expect to utilize these interventions to increase communication, reduce anxiety, and increase life enjoyment for some older adult counseling clients.

“What are you doing for others?” is the theme Senior Companions are using to get people to participate in the MLK Day of Remembrance and Service: “A Day on, Not a Day Off.” Deena Duvall, Field Coordinator for the Senior Companions Program at the Red Bud Campus, is asking people to participate by donating hats, scarves, gloves, socks, coats and sweaters, as well as non-perishable food items. All donations are being accepted throughout the month of January and will go to area food pantries and shelters to help those in need.

#### Sam Wolf Granite City Campus

Granite City High School CEO Program (Creating Entrepreneurial Opportunities) continues to be active in the community. There are 14 Granite City High School students who are enrolled in this program. They have a rotating daily schedule meeting at a variety of local businesses and industries. Students will host their annual Trade Show at the Sam Wolf Granite City Campus on April 27, 2016.

#### ICCTA Report

The next ICCTA Board of Representatives meeting will be held via conference call January 23, 2016. Trustee Roehrkaase will participate.

Governor Rauner will provide his State of the State Address on January 27, 2016.

The ACCT National Legislative Summit will be held February 8-11, 2016 in Washington, D.C.

The Governor’s Budget Address is scheduled for February 17, 2016.

#### Attorney’s Report

Mr. Hoerner had no report.

#### MISCELLANEOUS

Trustee Morton reminded the trustees of the special meeting February 3, 2016 to evaluate the college president.

#### ADJOURNMENT

Mr. Morton moved, seconded by Dr. Briggs, to adjourn the meeting at 6:18 p.m. The motion carried.

Approved: **02.17.16**

Respectfully submitted,

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Nick J. Mance  
Chairman of the Board of Trustees

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Beverly J. Fiss  
Secretary to the Board of Trustees



To: Clay Baitman  
From: Lynette Rienbolt  
Date: January 12, 2016  
Re: President's Report – December 2015

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

### **Selsius™ Client Projects**

**Hubbell Wiegmann** - Provided *Excel 2010 for Managers* for 11 of their managers.

**Menasha Packaging** – Provided *Communicating for Leadership Success* training for 12 of their employees.

**Jet Aviation** – Provided *Excel 2010 Pivot Tables* (2 sessions) and *Excel 2010 Macros & External Data* (2 sessions) for a total of 48 of their employees.

**USTRANSCOM** – Provided *Adobe Acrobat Fundamentals* training for 12 of their employees.

**Afton Chemical** – Provided six sessions of WorkKeys Testing for a total of 83 potential new hires.

#### **Career Training (Open Enrollment)**

Driver Safety (instructor led) – 2 seminars, 14 participants

Driver Safety (on-line) – 127 participants

Business Skills Training - 2 seminars, 20 participants

Software Training – 1 seminar, 2 participants

#### **Corporate Training (Contract)**

Business Skills Training – 1 seminar, 12 participants

Software Training – 6 seminars, 71 participants

Industrial – 7 seminars; 83 participants

#### **Companies Served**

Afton Chemical

Budnick Converting

Career Development Center

Deli Star

Eaton B-Line

Hubbell Weigmann

Illinois Chamber of Commerce

Jet Aviation

Lapham-Hickey Steel

Menasha Packaging

SunCoke Energy

Trouw Nutrition

USTRANSCOM

**Total** - 19 seminars; 329 participants; 13 companies served

