



BOARD OF TRUSTEES
Community College District No. 522
Marsh Conference Room
Belleville Campus
January 21, 2015

CALL TO ORDER

A meeting of the Board of Trustees of Community College District #522 was held Wednesday, January 21, 2015 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
Nicholas Raftopoulos, Student Trustee
Richard Roehrkas
Philip L. Smith
Eugene Verdu

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. No items were pulled from the consent agenda.

MOTION 01-21-15:01

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

- approve the minutes of the regular Board meeting of December 17, 2014;
- approve the bills:

Education Fund	\$ 638,790.68
Operations & Maintenance Fund	230,991.59
Operations & Maintenance Fund Restricted	407,764.10
Restricted Purposes Fund	662,815.97
Trust & Agency Fund	18,425.39
Liability, Protection & Settlement Fund	65,119.71
 Grand Total All Funds:	 \$2,023,907.44

- approve first reading of proposed amendments to Board Policy 7002 and Administrative Procedure 7002AP, Tobacco Free Campus;
- approve change orders as stated to Bruce Unterbrink Construction, Inc., Greenville, IL in the total amount of \$10,867.07 for Information Sciences Building Renovations project at the Belleville Campus:

CPR #1	Revise data and electrical work	\$4,760.50
CPR #2	Accommodate data and power floor outlets to revised locations	\$2,650.81
CPR #3	Revised light fixtures due to sizing issues and increased quantities	\$3,455.76
CPR #4	Door hardware to accommodate access controls	\$2,434.74

- approve the selection of Holland Construction Services, Inc., Swansea, IL as Construction Manager-Advisor for the Early Childhood Education Center project at the Belleville Campus, subject to review by the college attorney;
- dispose of a Fujitsu Color Scanner, model #Fi5750C;
- accept renewal Home Energy Auditor grant in the amount of \$250,000 for the period December 1, 2014 through November 30, 2015 coordinated by Adult Basic Education and housed at the East St. Louis Community College Center to serve urban residents of both St. Clair and Madison counties to provide training to unemployed and underemployed urban residents for entry into green jobs;
- accept renewal Weatherization Specialist grant in the amount of \$250,000 for the period December 1, 2014 through November 30, 2015 coordinated by Adult Basic Education and housed at the East St. Louis Community College Center to serve urban residents of both St. Clair and Madison counties to provide training to unemployed and underemployed urban residents for entry into green jobs;
- accept renewal Madison County Community Development grant in the amount of \$5,750 for the period January 1, 2015 through December 31, 2015 to fund tuition for Adult Education students enrolled in Certified Nurse Assistant courses at the Sam Wolf Granite City Campus and to also pay GED test fees for low income students in Madison County;

(note: this year's grant award is significantly lower than the 2014 grant award of \$13,000 however there is a chance this award will increase after a modification is approved by the funding agency);

- accept renewal Illinois Science & Energy Innovation Foundation (ISEIF) grant in the amount of \$250,000 for the period January 1, 2015 through December 31, 2015 for IGEN to deliver services for ISEIF programs as outlined in the grant Scope of Work accomplished through education projects at Illinois community colleges with smart gridiology kiosks, training kits and outreach events. SWIC serves as the fiscal agent for IGEN;
- approve new facility agreement between Wesley Chapel, Edwardsville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology instructional program at Southwestern Illinois College;
- approve new facility agreement between Smart Start Learning Center, New Baden, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology program at Southwestern Illinois College;
- approve the new Metro Bus Operator Certificate effective November 2014;
- accept the resignation of Suzanne Jones, full-time counselor assigned to the Red Bud Campus, effective close of business January 14, 2015;
- accept the resignation of Kati Graville, Student Development Specialist, TRIO Student Support Services Grant, effective close of business December 23, 2014;
- accept the retirement notification of W. Howard Gunning, associate professor in the Medical Assistant Program, effective close of business July 31, 2015;
- accept the retirement notification of Merlie Kirchgessner, Veterans and Career Services Specialist, effective close of business March 31, 2015;
- appoint Cheri Cowell to the full-time SWICEE position of Administrative Assistant, Academic Advising/Counseling Department, effective February 2, 2015 at an annual salary of \$20,400 which is Grade 4 and in accordance with the provisions of the 2013-2014 SWIC Educational Employees IFT-AFT Local 6600 Collective Bargaining Agreement and falls within the 6% guidelines under the full-time SWICEE contract per Human Resources;
- appoint Charles M. Floyd to the full-time, grant-funded administrative position of Assistant Director of Transportation, Alternative Transportation System (ATS) effective

February 2, 2015 at an annual salary of \$45,000 subject to the continuation of external funding and in accordance with the Personnel Procedures for Administrators;

- appoint John L. Schmidt to the full-time, grant-funded SWICEE position of Coordinator, Safety and Training, Alternative Transportation System (ATS) effective February 2, 2015 at an annual salary of \$30,604 which is Grade 5 and in accordance with the provisions of the 2013-2014 SWIC Educational Employees IFT-AFT Local 6600 Collective Bargaining Agreement and contingent upon the continued receipt of external funding;
- appoint Keith Jacobs to the full-time, grant-funded position of ATS Dispatcher/Scheduler effective February 2, 2015 at an annual salary of \$28,844 which is Grade 4 and in accordance with the provisions of the 2013-2014 SWIC Education Employees IFT-AFT Local 6600 Collective Bargaining Agreement and contingent upon the continued receipt of external funding;
- award faculty tenure to Andrew Wheeler, assistant professor of Psychology, effective August 15, 2015;
- approve third-year reemployment for Stacey Hairston, Health Information Technology, and Thomas Noonan, Culinary Arts and Food Management, throughout FY 2016;
- approve second-year reemployment for Nicolyn Hensley, Graphic Communication and Web Designer, Development and Administration Programs, and Julie Willis, Speech and Theatre, throughout FY 2016;
- ratify the hire of part-time and temporary faculty and staff according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff; and
- award partial student support to Melisa Ann Hozian to attend Lewis and Clark Community College in the Supported College Transition program for the Spring 2015, Summer 2015 and Fall 2015 semesters.

Upon a roll call vote, those members voting aye were Mr. Raftopoulos (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 the Facilities and Finance Committee at its January 12, 2015 meeting heard review of the FY 2014 Audit Report from representatives of the college's auditing firm CliftonLarsonAllen. He stated the FY 2014 Audit Report is now ready to be accepted and filed with the Illinois Community College Board.

MOTION 01-21-15:02

Mr. Roehrkaske moved, seconded by Mr. Verdu, to accept the FY 2014 Audit Report and to file with ICCB. Upon a roll call vote, those members voting aye were Mr. Raftopoulos (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkaske, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED**

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton presented the request to create six full-time administrative positions of Academic Advisor and one full-time administrative position of Admission Specialist. The salary range for each position is \$36,000 to \$40,000 at a total approximate cost of \$252K to \$280K.

There has been a reduction of over 37 counselors since activation of academic advising at a total estimated budget savings of \$300K; and wait times are below one hour in the most peak periods at each of the four campuses.

The current two admissions specialists each fielded 817 leads per month in support of dual credit enrollments (one of many tasks an admissions specialist performs). Administration recommends reducing the leads load to 550 per month.

MOTION 01-21-15:03

Mr. Morton moved, seconded by Mr. Verdu, to create six full-time administrative positions of Academic Advisor and one full-time administrative position of Admission Specialist, all positions assigned to the division of Enrollment Services for district-wide coverage, effective immediately and phased in over the period FY 2015 and FY 2016 and funded by reallocations within the approved FY 2015 budget of the Vice President for Instruction. Upon a roll call vote, those members voting aye were Mr. Raftopoulos (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkaske, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED**

REPORTS

President's Report

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

Student Development

Belleville College Activities

- Clubs and organizations through the Office of College Activities successfully hosted drives during the holiday season.
- The College Activities Board hosted its annual toy drive for Big Brothers Big Sisters of Southwestern Illinois which helped to provide a Merry Christmas to the children of 13 local families.
- The Veterans Student Group hosted a Coat and Blanket Drive during which over 100 items were collected and donated to the John Cochran Medical Center to benefit veterans in need.

SWGCC Activities

- The SWGCC College Activities Board received a plaque from the Siteman Cancer Center for last year's donation of \$650 from the sale of Pinwheels for Cancer.

Red Bud Campus Activities

- Spring 2015 semester Welcome Back Week Activities at RBC will include a Student Appreciation Luncheon on January 28, 2015.
- Red Bud Campus College Activities and Beta Iota Iota Phi Theta Kappa will host its fifth Trivia Night and Silent Auction at the Red Bud High School on February 21, 2015. All proceeds will go to help fund the PTK/College Activities Alternative Spring Break. RBC students will join SWGCC PTK/College Activities members on a trip to New Orleans, LA to volunteer at a St. Bernard Parish home building project site.

Kids' Club Child Care

- Kids' Club hosted its annual Scholastic Book Fair in December. In addition to the selling of books, a "make-it/take-it" event was held with funds from SWIC's Foundation Art Enhancement grant. At this event the children displayed their art work while SWIC students were involved in creating some art work of their own. Kids' Club raised over \$500.00 which was used to purchase new books for the classroom and parent lending library.

Community Services and Campus Operations

PSOP

Renovations continue on the second floor of the PSOP building.

AARP Tax Aid will begin at PSOP on February 4 and will continue through April 15. This is a free service sponsored by AARP and the IRS serving low income clients. Tax preparers will serve clients by appointment on Tuesdays, Wednesdays and Fridays from 8 a.m. to noon.

Red Bud Campus

Art students from area high schools will display their art work for Art du Jour at the Red Bud Campus on Friday, February 20. A public reception will be held later that day to present awards to winning art students.

Sam Wolf Granite City Campus

Restroom renovations will begin January 26, one week earlier than projected.

Contractors continue to work on improving the WiFi installations.

Save the date for this year's Sam Wolf Granite City Campus Annual Scholarship Golf Scramble scheduled for Friday, May 22, 2015 at the Legacy Golf Course in Granite City. Details will be forthcoming.

ICCTA Report

The next ICCTA Board of Representatives meeting will be held in conjunction with the ACCT National Community College Legislative Summit on February 9-12, 2015 at the Marriott Wardman Park Hotel in Washington, D.C. Trustee Roehrkaske will not attend.

Governor Rauner's budget address is scheduled for February 18, 2015.

The March meeting of the ICCTA Board of Representatives will be held March 13-14, 2015 in Naperville, Illinois. Mr. Roehrkaske will attend.

Attorney's Report

Mr. Hoerner had no report.

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Smith, to adjourn the meeting at 6:15 p.m. The motion carried.

Approved: **02.18.15**

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

August 15th, 2014 to December 31st, 2014

Presented by Amanda Starkey, Interim Dean of Math & Sciences, to the Board of Trustees

Robin Anderson, Associate Professor of Mathematics

Keven Hansen, Associate Professor of Mathematics/Department Chair

Philip Huling, Associate Professor of Mathematics

- Organized and promoted presentations on October 23rd and 24th by Dr. Robert J. Lang, a renowned mathematician, physicist, and origami artist. More than 450 students were spellbound by his discussion on how he creates his origami figures and the mathematics involved in planning them. The evening presentation entitled “**From Flapping Birds to Space Telescopes: The Art and Science of Origami**” was held in the varsity gym. The event highlighted the applications of paper folding to space travel, medicine, and automotive safety. The follow-up session the next morning in the theatre was attended by more than 100 students. Dr. Lang’s art work was exhibited through the end of the semester in the Schmidt Art Center.

David Collins, Professor of Mathematics

Connie Park, Associate Professor of Mathematics

- Coordinated the scheduling and data entry for the Southwestern Mathematics Conference High School Math Contests held at SWIC on four separate Mondays in the fall semester. A total of 424 students from 23 area high schools competed in individual written contests and on four-person team contests.

Tim Grant, Associate Professor of Mathematics

- Presented a Math Chat entitled “Grades – What Are They Good For?” that was attended by over 70 students on September 18th in the Belleville Campus Theatre. Professor Grant discussed the interesting mathematics of grade calculation and the common misperceptions of what grades actually mean.

Tim Grant, Associate Professor of Mathematics

Keven Hansen, Associate Professor of Mathematics/Department Chair

- Attended the annual conference of the American Mathematical Association of Two-Year Colleges (AMATYC) held in Nashville, Tennessee, from November 13th through November 16th. Professor Grant is a member of the Math Intensive and Statistics Committees, while Professor Hansen serves on the Developmental

Mathematics and the Placement and Assessment Committees for the organization.

Keven Hansen, Associate Professor of Mathematics/Department Chair

- Chaired a meeting of the Curriculum Committee for the Illinois Mathematics Association of Community Colleges (IMACC). The meeting, held in Normal on September 27th, was attended by representatives from over 1/3 of all Illinois Community Colleges as well as representatives from the Illinois Section of the Mathematical Association of America (ISMAA). Participants began the processing of revising the Articulation Guide which guides the design of mathematics courses throughout the state.
- Attended the Fall Board Meeting of IMACC in Moline on October 4th. The work of the Curriculum Committee and numerous other math issues from around the state were discussed. Much of the discussion focused on the Common Core State Standards and how community colleges would use the new PARCC test scores.
- Served on a review group providing input throughout June and July on the soon to be released *2015 CUPM Curriculum Guide to Majors in the Mathematical Sciences*. This guide is a publication of the Mathematical Association of America; Professor Hansen served as a reviewer representing the American Mathematical Association of Two-Year Colleges.

Stan Hatfield, Professor of Earth Science

- Attended the monthly Faculty Advisory Council meetings on September 19th, October 17th, November 21st, and December 12th, 2014. The Faculty Advisory Council is an advisory group to the Illinois Board of Higher Education. It is a representative group of faculty in the State of Illinois from community colleges, public and private universities.
- Participated in the AQIP Strategy Forum, a venue which brings together teams from AQIP colleges and universities to discuss their action projects and ways to continually improve their institutions. He joined administrators and Board members from the College in this effort on September 24th, 25th, and 26th.

Jaime Manche, Professor of Mathematics

Connie Park, Associate Professor of Mathematics

- Coordinated the Fall Math 94 Contest held on November 18th. This jeopardy style contest gives students an opportunity to strengthen their skills, review for the final exam, and earn prizes. Students present enjoyed this opportunity. A number of math faculty members assisted with the competition.

Bob Weck, Professor of Biology & Randi Papke, Professor of Biology

- Coordinated the invasive plant species cleanup along the Tom Amlung Nature Trail on Friday, October 31st, from 1:00 to 3:00 pm. Thirty-seven SWIC students worked with them to remove the invasive plants.
- Attended the Mississippi River Watershed Education Symposium presented by the National Great Rivers Research and Education Center on November 14th, 2014. This conference was geared toward educators and land managers and focused on issues related to watersheds and water quality.
- Received the Emerson Excellence in Teaching Award during a ceremony at the Ritz-Carlton Hotel in St. Louis on November 16th. The award recognizes regional teachers whose work exemplifies excellence in education.

Leo Welch, Professor Emeritus of Biology

- Was honored by the Illinois Community College Faculty Association when this group renamed its Faculty of the Year Award the Leo Welch Faculty of the Year Award. Professor Emeritus Welch has been an educator since 1962 and has been teaching at SWIC and other area higher-education institutions since 1970.

IAI Panel Participation

The faculty members in this division have been very active on the Illinois Articulation Initiative (IAI) Panels. They work hard to be sure our courses transfer well to the 4-year universities in the state. Faculty participated in the meetings below in the Fall 2014 Semester:

- Physics Majors Panel – November 12, 2014
- Biology Majors Panel – Bob Weck – October 17, 2014
- Math General Education Panel – Keven Hansen – October 24, 2014
- Math Majors Panel – Tim Grant – November 6, 2014
- Physical Science General Education Panel – Joy Branlund – November 21, 2014 (Co-chair of this panel)
- IAI Steering Panel – Joy Branlund – December 5, 2014

**Southwestern Illinois College
Faculty Professional/Scholarly/Service Activities**

December 2014 and January 2015
(and earlier items not included previously)

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

Diane Dodd, Coordinator, Respiratory Care Program, John Bast, Respiratory Care Program Instructor and Clinical Coordinator, and the Respiratory Care Students, participated by donating food to feed two families for the Christmas Holiday Week on December 15th.

Diane Dodd, Coordinator, Respiratory Care Program; Curt Schmittling, Emergency Medical Services Program; Elizabeth Alvarez, Nursing Education; and Beth Raftopoulos, Nursing Education attended a three day training session at the CAE Healthcare Training Facility in Sarasota Florida on January 6th-8th on operating the iSTAN simulation units for patient scenarios.

Memo



To: Clay Baitman
From: Lynette Rienbolt
Date: January 14, 2015
Re: President's Report – December 2014

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

Selsius™ Client Projects

Dynegy

Dynegy Midwest Generation, Inc. utilizes Selsius for multiple OSHA-related training programs. In December, Selsius brokered OSHA 30-hour certification training, to help workers and supervisors recognize, avoid, abate, and prevent health hazards in the workplace.

SunCoke Energy—Granite City Operations

SunCoke began an extensive welding program in November. This welding program will put through 8 maintenance technicians through up to 80 hours of welding at the Granite City Campus' Industrial Technology Center. Selsius Corporate & Career Training worked with SunCoke's corporate office in Ohio to determine the welding qualification criteria, and built a customized program to train these maintenance personnel to that standard. This training will continue until all 80 hours are utilized, or until the individuals test and certify their abilities. Another group of 8 employees will begin their own 80-hour training program in the Spring of 2015.

Amsted Rail

Amsted Rail (ASF Keystone) contracted with Selsius Corporate & Career Training to provide DiSC: Discovering Your Leadership Style training to 10 employees. This program helps participants identify their strengths by focusing on behaviors that come naturally to them. By realizing their dominant behavioral style, managers can begin to "flex" their style to better communicate with others.

Career Training (Open Enrollment)

Driver Safety (instructor led) – 2 seminars, 27 participants
Driver Safety (on-line) –99 participants
Business Skills Training - 2 seminars, 63 participants
Software Training – 0 seminars, 0 participants

Corporate Training (Contract)

Business Skills Training – 1 seminar, 10 participants

Software Training – 1 seminar, 16 participants

Industrial Training – 5 seminars, 20 participants

Total - 11 seminars; 235 participants; 54 companies served