



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
June 26, 2018**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Tuesday, June 26, 2018 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Vice Chairman Richard Roehrkaske called the meeting to order at 6:00 p.m.

ROLL CALL

Trustees present:

John S. Blomenkamp
Dr. Harry Briggs
Philip L. Smith
Robert G. Morton
Richard Roehrkaske

Trustees absent:

Nick J. Mance
Eugene Verdu
Sonny Wilson, Student Trustee

PUBLIC COMMENTS

A graduate of the Adult Education Program at the East St. Louis Community College Center (ESLCCC) addressed the Board of Trustees concerning programming at the ESLCCC.

CONSENT AGENDA

Vice Chairman Roehrkaske 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 Morton requested the "Appointment: Web Manager/Communication Specialist" be pulled from the consent agenda.

MOTION 06-26-18:01

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

- approve the minutes of the Executive Session Review of May 21, 2018; the Executive Session of the Executive Session Review of May 21, 2018; the regular Board meeting of May 21, 2018; and the Executive Session of May 21, 2018;
- endorse the FY 2020 RAMP capital request and to submit to the Illinois Community College Board;
- continue the FY 2019 Metro Transportation Pass Program for all enrolled students, subject to negotiating a side agreement with the St. Clair County Transit District per the Board Attorney;
- continue to direct funding concerning settlement of processing fees to The Illinois Funds and to pass credit card processing fees on to the cardholder;
- dispose of 14 servers that are past end-of-life, per Board Policy 6008AP;
- extend contract with Blackboard Learning Management System for the period July 1, 2018 through June 30, 2021 and to submit payment of \$79,459.92 for the first year to cover expenses from July 1, 2018 through June 30, 2019;
- authorize payment in the amount of \$36,900 to DH Helicopter, Inc., Sauget, IL for helicopter flight training per agreement approved November 30, 2016, utilizing lab fees collected for this purpose;
- accept renewal of the Highway Construction Careers Training Program (HCCTP) grant from the Illinois Department of Transportation in the amount of \$354,400 for the period July 1, 2018 through June 30, 2019 to provide funding at the East St Louis Community College Center for training in construction skills, predominantly for minorities and women;
- accept renewal of the City of Belleville grant in the amount of \$37,000 for the period May 1, 2018 through April 20, 2019 to support various PSOP programs to provide direct hands-on facilitation of the program:

| | |
|---|---------|
| PSOP Activities | \$5,000 |
| Advocacy/Outreach | \$3,500 |
| ATS (funds used for purchase of rolling stock or operational support) | \$7,000 |
| Foster Grandparent Program | \$5,000 |
| Senior Services Program/Housing | \$6,500 |
| Senior Companion Program | \$5,000 |
| RSVP | \$5,000 |

- accept continuation of the Senior Services Coordination Program grant from the St. Clair County Housing Authority in the amount of \$65,000 for the period July 1, 2018 through June 30, 2019 to help ensure the frail elderly living in subsidized housing will continue to obtain services which will allow them to live independently for as long as possible;

- accept continuation of the Village of Shiloh grant in the amount of \$20,000 for the period July 1, 2018 through June 30, 2019 to provide recreational and social activities at the Senior Center in the Village of Shiloh;
- accept continuation of the Belleville AmeriCorp grant funded by the Corporation for National and Community Service in the amount of \$372,716 for the period July 1, 2018 through December 31, 2019 to provide tutoring services and engage community volunteers to respond to locally identified needs (note: this grant agreement is for the second year in a three-year grant cycle);
- approve renewal agreement between Mercy Health East Communities (previously St. John's Mercy) and Southwestern Illinois College, District #522 to allow Health Sciences students (currently the Health Information Technology program) to participate in clinical experience;
- approve renewal agreement between Pinckneyville Community Hospital and Southwestern Illinois College, District #522 to allow Health Sciences students (currently the Physical Therapist Assistant program) to participate in clinical experience;
- approve new facility agreement between Integrity Healthcare of Smithton, Smithton, 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 Memorandum of Understanding between Industry Consortium for Advanced Technical Training (ICATT) and Illinois Manufacturing Association (IMA) and Southwestern Illinois College to establish an apprenticeship model in the area of Manufacturing; SWIC will receive \$15,000 for each new program of study that apprenticeship training is offered and will also receive \$1200 per apprenticeship above the tuition that will be paid by the company;
- approve renewal agreement between Greenville College and Southwestern Illinois College, District #522 to provide classroom use and other amenities to Greenville College to facilitate coursework offerings for upper division and graduate courses on the Belleville, Red Bud, and Sam Wolf Granite City Campuses of Southwestern Illinois College;
- approve renewal Memorandum of Understanding between St. Clair County Jail and Southwestern Illinois College, District #522 to allow SWIC to offer High School Equivalency (HSE) classes and high school equivalency tests (HiSET) at the St. Clair County Jail;
- approve the college's curriculum as presented in the ICCB Curriculum Master file dated April 2, 2018;
- accept the resignation of Cheryl Portell, Senior Systems Analyst Programmer, effective close of business May 17, 2018;

- accept the resignation of Ronald Henderson, Director of Physical Plant, effective close of business June 11, 2018;
- accept the resignation of Carrie Lewis, Assistant Controller, Business Office, effective close of business June 5, 2018;
- accept the resignation of Kate Eckert, Accounting Technician, effective close of business May 23, 2018;
- accept the resignation of Hatim Salah, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business May 27, 2018;
- accept the resignation of Rebecca Addison, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business May 14, 2018;
- accept the resignation of Steven L. Holman, Dean of Math and Sciences Division, effective close of business May 30, 2018;
- accept the retirement notification of Rose Isaacs, Enrollment Services Specialist in the Enrollment Services Division, effective close of business June 30, 2019;
- appoint Sarah Galbraith to the SWIC EE part-time position of Administrative Services Assistant-Purchasing effective July 2, 2018 at an hourly wage of \$12.66 for up to 28 hours per week;
- hire Tom Ely, part-time faculty in the Precision Machining Technology program of the Technical Education Division for the Summer 2018 semester;
- hire part-time, non-union Kids on Campus instructors in the Community Education Department for the Summer 2018 Kids on Campus Program:

Monica Jeffers Gregov
Jarrod Kraft
Kati Melton
Jeanna Smith;

- hire part-time grant-funded ATS Driver position effective July 2, 2018 at an hourly rate of \$12.66 based on the SWIC Educational Employees IFT-AFT Local 6600 Salary Schedule and a projected 28-hour work week, contingent upon a clear background check and the continued receipt of external funding:

Lamarian Dixon
Toreana Harris
Angelica Haynes
James Morrow
Antonette Winters;

- hire a sufficient number of student workers for the following:

Business Division: Belleville and Sam Wolf Granite City (SWGCC) Campuses;
Success Programs: Belleville, SWGCC and Red Bud Campuses;
Teaching & Learning Center: Belleville Campus;
Technical Education Division: Belleville and SWGCC;
Math & Sciences Division: Belleville and SWGCC; and
Liberal Arts Division: Belleville Campus;

- hire Joanna Stanforth for the part-time Success Center Computer Lab Assistant position in the Success Center at the Belleville Campus effective July 2, 2018 at a rate of \$13.25 per hour for up to 30 hours per week;
- hire Jennifer Watkins for the part-time SWIC EE position of Secretary, Police Academy in the Health Sciences & Homeland Security Division at the Belleville Campus effective July 2, 2018 at a rate of \$9.61 per hour for up to 28 hours per week;
- hire Keith Jackson, Administration of Justice/Police Academy as part-time faculty in the Health Sciences & Homeland Security Division for the Summer 2018 Semester and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty;
- hire part-time faculty in the Liberal Arts Division beginning with the Fall 2018 Semester and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Thomas Birkner, Music
Melissa Edgmon, Music;

- ratify the payment of part-time non-union grant-funded personnel for services rendered to Adult Education;
- approve the return of Richard Spencer to the vacant full-time faculty position of Philosophy Instructor effective July 1, 2018 with placement on the salary schedule equivalent to his credentials and years of seniority at the time he left the faculty to become Dean of Liberal Arts;
- adopt by title only resolution required annually by the State of Illinois pertaining to the certification of prevailing wage rates for construction of public works with the District;
- adopt resolution required annually by the State of Illinois pertaining to the certification of prevailing wage rates for construction of public works with the District;
- ratify the hire and termination of part-time and temporary faculty and staff for May 2018 according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.

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

APPROVAL OF BILLS

MOTION 06-26-18:02

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

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|---|----------------|
| Education Fund | \$1,421,104.33 |
| Operations & Maintenance Fund | 394,453.82 |
| Operations & Maint Fund-Restricted | 39,879.14 |
| Restricted Purposes Fund | 325,661.50 |
| Trust & Agency Fund | 24,382.00 |
| Liability, Protection & Settlement Fund | 58,871.62 |

Grand Total All Funds: \$2,264,352.41

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

PLANNING AND POLICY COMMITTEE REPORT

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

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkasse reported the committee had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton presented agenda topic "Appointment: Web Manager/Communication Specialist" that was pulled from the consent agenda.

MOTION 06-26-18:03

Mr. Morton moved, seconded by Mr. Smith, to appoint James Bressendorff to the SWIC EE part-time position of Web Manager/Communication Specialist effective July 2, 2018 at an hourly wage of \$24.61 for 30 hours per week. Upon a roll call vote, those members voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Smith and Mr. Roehrkasse. Nays: None. Absent: Mr. Wilson (opinion), Mr. Verdu and Mr. Mance. **PASSED**

REPORTS

President's Report

[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](#)

Americorps

Twenty (20) Belleville AmeriCorps members and staff had a fantastic time serving approximately 675 children in the Children's Art Garden at Art on the Square. The official theme of this year's Art on the Square was, "The Royal Affair at Art on the

Square.” The members helped children design “royal goblets” and a “royal wedding dress” in keeping with this year’s theme.

Belleville AmeriCorps recruited 41 new summer members to serve as camp counselors at three summer camps in Belleville: the District 118 Camp, the Franklin Neighborhood Community Association Camp, and the West End Summer Camp. Those 41 members, in addition to the 22 existing members, will provide summertime recreation and tutoring to approximately 250 elementary-aged campers during the months of June and July.

Running Start

Running Start enrollment is currently up 5% for fall semester 2018. Compared to last year this same time, we have 16 additional students and two new partner high schools: Sparta and Columbia. We started fall 2016 with 227 students; fall 2017 with 322 students; and project we will start fall 2018 with 338 students. The increase in enrollment is inclusive of the program fee increase of over \$1,400 per year.

Red Bud Campus

Eighty (80) girls in third through eighth grade participated in a weeklong STEM Camp at the Red Bud Campus. Students were treated to hands-on activities focusing on Science, Technology, Engineering and Math. The camp featured a trip to the St. Louis Science Center and ended with Family Day at the Red Bud Campus with approximately 180 girls and their parents in attendance. The annual event is sponsored by the Monroe/Randolph ROE and Area V Math and Science Partnership.

Perandoe

The occupancy of Phase I at the Red Bud Campus by Perandoe is complete. Their first two-week summer camp was held the second and third weeks of June. A second camp will be held during a similar period in July. Approximately 25 students were on-site for the first summer camp series.

Sam Wolf Granite City Campus

The annual Chuck Whitehead SWGCC Golf Scramble scheduled for Friday, May 19 was cancelled due to rain. The event was rescheduled for Saturday, June 9. Unfortunately, what started as a beautiful day, turned stormy after two hours of play. Play was suspended, and when the storms intensified the event was once again cancelled. Participants enjoyed breakfast and lunch with the Golf Course giving each player the opportunity to return for two nine-hole rounds of golf for \$10 each. The final total raised for the SWGCC scholarships program is estimated to be approximately \$2,000. Thanks to all who supported this event.

The Tri-Cities Area United Way will be holding their annual Campaign Kick-off at the Sam Wolf Granite City Campus on September 7. The morning event normally brings 200 area residents and business leaders to our campus. The collaboration of services allows for networking by non-profit organizations serving the residents in the Granite City, Pontoon Beach, Madison and Venice areas.

ICCTA Report

Trustee Roehrkaske stated this is the last Board meeting for President Costello; and on behalf of the Board of Trustees wished her well and thanked her for her service the last ten years.

Attorney's Report

Mr. Hoerner stated he had no report.

EXECUTIVE SESSION

*Mr. Morton moved, seconded by Mr. Smith, to move into Executive Session at 6:23 p.m. to discuss personnel. Upon a roll call vote, those members voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Smith and Mr. Roehrkasse. Nays: None. Absent: Mr. Wilson (opinion), Mr. Verdu and Mr. Mance. **PASSED***

There was consensus to return to regular session at 6:54 p.m.

ACTIONS TAKEN AS A RESULT OF EXECUTIVE SESSION

MOTION 06-26-18:04

Mr. Morton moved, seconded by Dr. Briggs, to eliminate the position of Site Supervisor at the East St. Louis Community College Center effective July 1, 2018. Upon a roll call vote, those members voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Smith and Mr. Roehrkasse. Nays: None. Absent: Mr. Wilson (opinion), Mr. Verdu and Mr. Mance. **PASSED**

MOTION 06-26-18:05

Mr. Morton moved, seconded by Mr. Blomenkamp to transfer Barbara Mueth from her current Office & Technical position to the vacant full-time Office & Technical position of HRIS Specialist at her current salary (\$42,345) and grade effective July 1, 2018 and to eliminate the position of Executive Assistant to the Vice President for Community Services and Campus Operations. Upon a roll call vote, those members voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Smith and Mr. Roehrkasse. Nays: None. Absent: Mr. Wilson (opinion), Mr. Verdu and Mr. Mance. **PASSED**

ADJOURNMENT

Mr. Smith moved, seconded by Mr. Morton to adjourn the meeting at 6:57 p.m. The motion carried.

Approved: **07.18.18**

Respectfully submitted,

Robert G. Morton
Chairman, Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

Southwestern Illinois College
Faculty Professional/Scholarly/Service Activities

April, May and June 2018
(and earlier items not included previously)

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

Michelle Kujawa, Full Time Instructor, Physical Therapist Assistant Program, attended the Illinois Physical Therapy Association Revitalize Conference in St. Charles, Illinois on April 13th & 14th.

Michelle Kujawa, Full Time Instructor, Physical Therapist Assistant Program, served as part of the Board of Directors as the elected Southern District chair at the Illinois Physical Therapy Association Assembly Meeting in St. Charles, IL on April 14th.

Bob Lutz, Adjunct Faculty Physical Therapist Assistant Program, served as the elected PTA Assembly Representative for the Southern District at the Illinois Physical Therapy Association Assembly Meeting in St. Charles, IL on April 14th.

Kim Snyder, Coordinator, Physical Therapist Assistant Program and Michelle Kujawa, Full Time Instructor, Physical Therapist Assistant Program, Bob Lutz, Adjunct Faculty and Ashley Gisher, Adjunct Faculty, Physical Therapist Assistant Program, hosted the Illinois Physical Therapy Association Southern District Meeting and was held here at SWIC on May 7th. The meeting addressed current IL legislation affecting physical therapy, including the direct access bill, and was followed by a 2.5 hour continuing education course on Instrument Assisted Soft Tissue Mobilization Techniques sponsored by Superior Medical Equipment.

Cynthia Winfield, Associate Professor, Nursing Education Program, completed her Doctorate of Nursing Practice degree from McKendree University on May 12, 2018.

Dana Woods, Coordinator, Medical Assistant Program, attended the Southern Illinois Regional Medical Assistants (SIRMA) Business Meeting at Southwestern Illinois College on 5/31.

Diane Dodd, Respiratory Care Program Coordinator, attended the Illinois Society for Respiratory Care (ISRC) state conference in Oak Brook Terrace, Illinois on 5/30.