



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
March 21, 2018**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522 was held Wednesday, March 21, 2018 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:01 p.m.

ROLL CALL

Trustees present:

John S. Blomenkamp
Dr. Harry Briggs
Nick J. Mance
Robert G. Morton
Richard Roehrkaase
Philip L. Smith
Eugene Verdu

Trustee absent:

Oscar Rodriguez, Student Trustee

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 03-21-18:01

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

- approve the minutes of the regular Board meeting of February 21, 2018; the special Board meeting of February 28, 2018/reconvened March 6, 2018; the Executive Session of February 28, 2018; and the Executive Session of March 6, 2018;

- approve first reading of proposed new Board Policy 7017 and new Administrative Procedure 7017AP, Breach;
- approve the FY 2019 Budget Calendar;
- purchase a VMware Host server with one year of technical support and one computer monitor from Avalon Technologies LLC, Bloomfield, MI at a total cost of \$8,460.24;
- accept amendment to ICCB East St. Louis Higher Education Center grant agreement to amend term to July 1, 2016 through May 15, 2018 to allow SWIC the opportunity to expend all funds and continue to offer instructional services at the ESLCCC throughout the 2018 spring semester;
- accept renewal of Madison County Community Service Block grant in the amount of \$35,750 for the period January 1, 2018 through December 31, 2018 to provide tuition for Adult Education students enrolled in Certified Nurse Assistant, Computer Numeric Coding, Fork Lift Safety, Warehousing and other training programs offered at the Sam Wolf Granite City Campus and to provide funding for High School Equivalency testing fees for low-income students in Madison County;
- accept new grant from the City of Belleville in the amount of \$750 for the period February 15, 2018 through June 30, 2018 to support the annual Senior Celebration scheduled in May to celebrate Older Americans Month;
- accept renewal of the RSVP grant from St. Clair Township in the amount of \$4,200 for the period April 1, 2017 through March 31, 2018 to provide funding for continuation of direct hands-on facilitation of the program;
- accept renewal of ATS “D” grant from St. Clair Township in the amount of \$8,137 for the period April 1, 2017 through March 31, 2018 to provide funding support for rolling stock and operational support of ATS;
- accept renewal of continuing grant from Corporation for National and Community Service in the amount of \$91,060 for the period April 1, 2018 through March 31, 2019 to provide volunteers for nonprofit agencies in St. Clair and Madison Counties and to reimburse volunteers within certain guidelines;
- approve new direct tuition payment agreement between Illinois Law Enforcement Training & Standards Board, Springfield, Illinois and Southwestern Illinois College, District #522 to allow Southwestern to directly bill the Training Board for the recruits in the Police Academy, reducing the burden on police departments sending officers to the Police Academy;
- approve new agreement between Manor Court of Maryville, Maryville, Illinois and Southwestern Illinois College, District #522 to allow Health Science students (currently Nurse Assistant students) to participate in clinical experience;
- approve renewal facility agreement between Carrot Patch Child Care Center, Columbia, Illinois and Southwestern Illinois College, District #522 to provide practicum

opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;

- approve renewal facility agreement between Child Development Center, Bldg. #1807, Scott AFB, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement between Child First Learning Center, Waterloo, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement between Columbia Kinder College, Inc., Columbia, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal agreement between Hakuna Matata Kid Care, Steeleville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- 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 instructional program at SWIC;
- approve renewal facility agreement between Kids of Hope Child Development Center, East St. Louis, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement between Learning Journey Day Care, Belleville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement between Powell's Academy, East St. Louis, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement between Riverbend Head Start & Family Services, Granite City, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement between Stay and Play Day Care, Maryville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;

- approve renewal facility agreement between Tri-City Assembly of God, Granite City, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement between Western Egyptian Head Start, Evansville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve new facility agreement between Wolf Branch School District #113, Swansea, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal agreement between Mad Science of St. Louis and Southwestern Illinois College, District #522 to offer a variety of programs developed in conjunction with SWIC's Community Education department as part of the 2018 College for Kids program;
- approve renewal agreement between Bricks 4 Kidz of St. Louis-Metro East and Southwestern Illinois College, District #522 to offer a variety of programs developed in conjunction with SWIC's Community Education department as part of the 2018 College for Kids program;
- approve renewal agreement between Scienstational Workshop for Kids, Inc. and Southwestern Illinois College, District #522 to offer a variety of programs developed in conjunction with SWIC's Community Education department as part of the 2018 College for Kids program;
- approve renewal agreement between the State of Illinois Upward Mobility Program and Southwestern Illinois College, District #522 for the period July 1, 2018 through June 30, 2019 to allow State of Illinois employees, with proper verification, to enroll in courses and allow the institution to bill tuition and fees to the program and to the student in accordance with amounts and formula on form, at a rate not to exceed the institution's standard tuition and fee rates;
- accept a gift to the college;
- increase fee for American Heart Association Heartsaver card to \$17;
- approve the Minimum Instructor Requirements;
- authorize administration to begin the withdrawal of occupational degree and certificate programs having the CIPS code 470603 (Auto Collision Repair Technology) from the college's Curriculum Master File;
- approve the resignation of Heather Prandini-Shute, Student Development Specialist, TRIO Student Support Services, effective close of business June 8, 2018;

- accept the retirement notification of Deborah Tate, Student Accounts Receivable Clerk, Business Office, Belleville Campus, effective close of business April 30, 2018;
- approve the reclassification of Brian Etherton to Part-time Commissioned Public Safety Officer from Part-Time Non-Commissioned Public Safety Officer effective April 2, 2018 at an hourly rate of \$16.50 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, 2016-2019;
- approve an unpaid leave of absence for Desareal Black beginning March 3, 2018 through April 15, 2018, per Article 10, Section 6 of the SWICEE Collective Bargaining Agreement;
- hire Ronald Guay as a part-time, grant-funded ATS Driver effective April 2, 2018 at an hourly rate of \$12.54 based on the SWIC Educational Employees IFT-AFT Local 6600 Salary Schedule and a projected 28-hour work week, contingent upon the continued receipt of external funding;
- hire Rebecca Bisette as a non-union, part-time instructor teaching Health & Wellness classes in the Community Education Department for the Spring 2018 semester;
- hire Imad Yousif as a non-union, part-time instructor teaching Conversational French in the Community Education Department for the Spring 2018 semester;
- ratify the part-time and temporary faculty and staff according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff;
- ratify the selection of Thomas “Mac” Chamblin as the college’s ICCTA 2018 Outstanding Full-Time Faculty Member of the Year; and
- ratify the selection of Robert McCarty as the college’s ICCTA 2018 Outstanding Part-time Faculty Member of the Year.

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

APPROVAL OF BILLS

MOTION 03-21-18:02

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

Education Fund	\$3,747,012.00
Operations & Maintenance Fund	175,111.73
Operations & Maint Fund-Rest	30,914.36
Bond and Interest Fund	1,700.00
Restricted Purposes Fund	222,956.05
Trust & Agency Fund	25,434.10
Audit Fund	10,000.00
Liability, Protection & Settlement Fund	21,326.91

Grand Total All Funds: \$4,234,455.15

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

PLANNING AND POLICY COMMITTEE REPORT

Chairman Mance reported the committee had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkasse reported the committee had one bid award that he requested to be tabled and referred back to administration to revisit the proposal and to finalize by the next committee meeting in April.

MOTION 03-21-18:03

Mr. Roehrkasse moved, seconded by Mr. Morton, to remove bid award from the agenda and to refer back to administration for further review. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Rodriguez (opinion). **PASSED**

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported the committee had no additional items.

EXECUTIVE SESSION

*Mr. Morton moved, seconded by Mr. Blomenkamp, to move into Executive Session at 6:12 p.m. to discuss personnel, collective bargaining and litigation. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Rodriguez (opinion). **PASSED***

There was consensus to return to regular session at 7:33 p.m.

ACTIONS TAKEN AS A RESULT OF EXECUTIVE SESSION

MOTION 03-21-18:04

Mr. Morton moved, seconded by Mr. Blomenkamp, to adopt by title only Resolution Authorizing Reduction-in-Force for Full-time and Part-time Administrative, Professional and Supervisory Staff effective June 30, 2018. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith and Mr. Mance. Nays: None. Abstain (changed to Present): Mr. Verdu.* Absent: Mr. Rodriguez (opinion). **PASSED**

MOTION 03-21-18:05

Mr. Morton moved, seconded by Mr. Blomenkamp, to adopt Resolution Authorizing Reduction-in-Force for Full-time and Part-time Administrative, Professional and Supervisory Staff of the following individuals:

(Board Attorney Hoerner stated Trustee Verdu could not abstain since he has no conflict of interest. He could only vote Yes, No or Present. Trustee Verdu changed his vote to Present.)

Amanda Starkey	Part-Time Transfer Coordinator and Liaison for Faculty Development/Faculty Technology
Dawn Heimann-Neumann	Associate Director of PIM Design Group
Dennis McKay	Part-Time Classroom Technology Specialist
Ellen Boyne	Evening Supervisor Belleville Campus
James Riha	Chief Information Officer
Mark Eichenlaub	Vice President for Community Services and Campus Operations
Neil Fiala	Assistant Director of Athletics for Fundraising/Head Baseball Coach
Norma Irwin	Part-Time Instructional Technology Manager
Patricia Pou	Associate Dean for Instructional Services-SWGCC
Ronald Henderson	Director of Physical Plant
Richard Spencer	Dean of Liberal Arts
Torrin Suedmeyer	Evening Supervisor Belleville Campus
William Gagen	Director of Workforce Development

Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith and Mr. Mance. Nays: None. Abstain (changed to Present): Mr. Verdu.* Absent: Mr. Rodriguez (opinion). **PASSED**

MOTION 03-21-18:06

Mr. Morton moved, seconded by Mr. Blomenkamp, to approve the proposed Administrative Reorganization for FY 2019 per the organization chart dated 3/6/2018. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith and Mr. Mance. Nays: None. Present: Mr. Verdu. Absent: Mr. Rodriguez (opinion). **PASSED**

MOTION 03-21-18:07

Mr. Morton moved, seconded by Mr. Blomenkamp, to extend the employment contracts for the full-time and part-time Administrative, Professional and Supervisory personnel for the period July 1, 2018 through June 30, 2019 and subject to the Personnel Procedures for Administrators. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Rodriguez (opinion). **PASSED**

MOTION 03-21-18:08

Mr. Morton moved, seconded by Mr. Blomenkamp, to extend the employment contracts for the full-time and part-time Administrative, Professional and Supervisory personnel employed in grant/contract programs for the period July 1, 2018 through June 30, 2019 and subject to the Personnel Procedures for Administrators and the continued receipt of external grant funds. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Rodriguez (opinion). **PASSED**

(Board Attorney Hoerner stated Trustee Verdu could not abstain since he has no conflict of interest. He could only vote Yes, No or Present. Trustee Verdu changed his vote to Present.)

MOTION 03-21-18:09

Mr. Morton moved, seconded by Mr. Blomenkamp, to approve Memorandums of Understanding and Settlement with SWIC Educational Employees Local 6600. Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp, Dr. Briggs, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Rodriguez (opinion). **PASSED**

REPORTS

President's Report

Birthday wishes were extended to Board Attorney Garrett Hoerner, who will celebrate a birthday March 31. Mr. Hoerner, thank you for all you do on behalf of Southwestern Illinois College.

President Costello asked the remainder of her report be read into the minutes and made a part of the public record.

Student Development

Athletics

- Community sponsor partnerships have increased to include Curt Smith's, Illinois Army National Guard and Jimmy John's.
- All home basketball games were broadcast live on Blue Storm Internet. Ongoing efforts will be made to expand broadcasting of other sports.
- The annual athletic fundraiser "Wild West Glo Bingo" will be held Friday, April 27 in the Varsity Gym. Doors open at 5:30 and bingo begins at 7:00.
- Fifty-five student athletes qualified for honor roll status last semester.

Disability & Access Center

- In an effort to increase overall college accessibility, the Disability & Access Center utilized Perkins grant funds to acquire Hearing Assist Systems for the gym and theaters in the Main Complex and Liberal Arts Building. These systems will enable students and visitors with hearing loss to have immediate access to programs and activities in these venues.
- DAC program information was presented to 21 students enrolled in the Special Education program at Cahokia High School. Individual follow-up will be initiated to ensure all students' accommodations can be determined and provided upon enrollment.

Student Life Services

- Platinum Chef High School Cooking Competition Workshops were held at the Red Bud Campus on February 14. Five schools brought 60 students to the workshops led by SWIC Culinary students in preparation for the competition. This program, a partnership with Student Life, the Culinary Arts Program and Monroe/Randolph ROE, is in its 12th year.
- Poetry Out Loud was held Friday February 16 in the Schmidt Art Center. Three area high schools competed in the Illinois Arts Council grant-funded poetry recitation competition. More than 900 students participated in the program at the high school level, and three top students from Mascoutah, Edwardsville and East St. Louis Senior High Schools competed in the final round at SWIC's South Central Regional Competition. Champion Brett Harris of Mascoutah High School, and Runner-Up

Maeve Heumann of Edwardsville High School moved on to compete at the state finals in Springfield, Illinois on March 9.

Diversity Initiatives for Black History Month

- The 2nd Annual “Soulful Sunday Soiree” was held Sunday, February 18 in the Schmidt Art Center. The SWIC Culinary Arts Club catered the dinner and presented a dessert demonstration for the 80 attendees; live entertainment was provided by Press Play.
- Several Black History Month Chats were sponsored by the Black Affairs Council Student Club and the Diversity & Inclusion Committee.
- The Black Rep Theatre presented two performances of “Letters to Harriet Tubman” on February 22 and 23. Thursday’s free show for SWIC students was also attended by 55 honor roll students from Wirth-Parks Middle School, who also received a campus tour conducted by Admissions. Friday evening’s performance saw record attendance with 138 tickets sold throughout the community. The Culinary Arts Club served hors d’oeuvres at the opening reception.

Community Service

- Two American Red Cross Blood Drives were held February 21 at the Red Bud and Sam Wolf Granite City Campuses. The SWGCC drive also hosted an information table for the Illinois Secretary of State’s Organ/Tissue Donor Program.
- Twenty-seven SWIC student leaders and Student Life staff provided 540 hours of community service when they partnered with Living Lands and Waters for a 2018 Local Alternative Spring Break Trip on March 13 and 14 in Grafton, Illinois. The students and staff donated two days during spring break to assist in the Mississippi River Clean-up event and an invasive species removal from Pere Marquette State Park.

Leadership Programming

The spring Leadership Summit was held Saturday, March 3 featuring a keynote address of “How to Become a Leader that Others will Gravitate Toward.” Twenty-one students attended the free leadership event.

ICCTA Report

Trustee Roehrkasse provided ICCTA Board Highlights from the March 8-10, 2018 meeting held in Lisle, Illinois.

Lobby Day is scheduled for April 17-18 in Springfield, Illinois.

Attorney’s Report

Mr. Hoerner stated he had nothing further.

MISCELLANEOUS

Chairman Mance stated the April meeting of the Board of Trustees will be held April 18, 2018 in the Performing Arts Room at the Red Bud Campus. A new student trustee from that campus will assume the oath of office.

Chairman Mance stated the presidential search will be taken through the Personnel, Programs and Services Committee.

ADJOURNMENT

Mr. Smith moved, seconded by Mr. Morton, to adjourn the meeting at 7:44 p.m. The motion carried.

Approved: **04.18.18**

Respectfully submitted,

Nick J. Mance
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees