



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
March 29, 2017**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522 was held Wednesday, March 29, 2017 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:

Dr. Harry Briggs
Kenneth R. Joseph
Nick J. Mance
Samuel Hart Morgan, Student Trustee
Robert G. Morton
Richard Roehrkas
Philip L. Smith
Eugene Verdu

PUBLIC COMMENTS

There were no public comments.

OATH OF OFFICE

Board Chair Mance directed the Board Secretary to administer the oath of office to Commissioned Public Safety Officer at the Belleville Campus Melissa Mike, who was appointed February 15, 2017.

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 03-29-17:01

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

- approve the minutes of the special Board meeting of February 7, 2017; the Executive Session of February 7, 2017; the regular Board meeting of February 15, 2017; the Executive Session of February 15, 2017; the special Board meeting of February 25, 2017; and the Executive Session of February 25, 2017;
- adopt proposed amendment to Board Policy 6009, Travel Reimbursement;
- award modernization of the Main Complex cafeteria elevator to KONE, Inc., St. Louis, Missouri at a cost of \$71,751;
- award the purchase of a HAAS ST-10 Computer Numerical Control lathe to Haas Factory Outlet, St. Louis, MO in the amount of \$64,127.25;
- approve \$4 per credit hour tuition increase; \$2 per credit hour Technology fee increase; and \$2 per credit hour Student Services fee effective 2017 summer semester;
- ratify agreement with Homefield Energy to provide electric energy for Southwestern Illinois College at a rate of \$0.05173 per kWh for a two-year period beginning May 2017 and concluding May 2019;
- accept modification of the 2016 Madison County Community Block grant to include \$14,418.60 increased funding utilized to support adult basic education in Madison County;
- approve new facility agreement between Atrium of Belleville, Belleville, 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 renewal facility agreement between CASA of Southwestern Illinois, Belleville, 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 Project Compassion, Belleville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology instructional program at SWIC;
- approve new facility 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 Southwestern Illinois College;
- approve renewal facility agreement between Troy Early Childhood Center, Troy, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to

students enrolled in the Early Childhood Education instructional program at Southwestern Illinois College;

- approve renewal agreement between 375th Medical Group, Scott Air Force Base, Illinois and Southwestern Illinois College, District #522 to allow Health Sciences students (currently the Medical Laboratory Technology program) to participate in clinical experience;
- approve renewal agreement between Abra-Kid-Abra and Southwestern Illinois College, District #522, to allow Abra-Kid-Abra to offer a variety of programs developed in conjunction with SWIC's Community Education as part of the 2017 College for Kids program;
- approve renewal agreement between Mad Science of St. Louis and Southwestern Illinois College, District #522 to allow Mad Science of St. Louis to offer the Mad Science Program as part of the 2017 College for Kids summer program at SWIC;
- approve new agreement between Bricks 4 Kidz 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 2017 College for Kids program;
- approve new agreement between Sciensational Workshops 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 2017 College for Kids program;
- approve new Baking and Pastry Degree;
- approve course fee adjustments;
- accept gifts to the college;
- accept the resignation of Terence Williams, Systems/Application Security Analyst, effective close of business March 9, 2017;
- accept the resignation of John Cappello, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business February 28, 2017;
- accept the retirement notification of Michael Oliver, Professor of English in the Liberal Arts Division, effective close of business May 20, 2019;
- accept the retirement notification of Jean Deitz, Professor/Coordinator of Medical Laboratory Technology program in the Health Sciences & Homeland Security Division, effective close of business July 31, 2019;
- accept the retirement notification of William Sax, Assistant Professor of Administration of Justice/Deputy Director of the Police Academy in the Health Sciences & Homeland Security Division, effective close of business July 31, 2019;

- accept the retirement notification of Susan Wessel, Professor of Nursing Education in the Health Sciences & Homeland Security Division, effective close of business July 31, 2019;
- accept the retirement notification of Carol Colleen White, Professor of Nursing Education in the Health Sciences & Homeland Security Division, effective close of business July 31, 2019;
- appoint Wesley W. Hockaday to the position of full-time Commissioned Public Safety Officer at the Belleville Campus effective April 3, 2017 at an annual salary of \$37,148.80 (\$17.86 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, 2012-2016;
- appoint Aaron J. Hutto to the position of full-time Commissioned Public Safety Officer at the Sam Wolf Granite City Campus effective April 3, 2017 at an annual salary of \$37,148.80 (\$17.86 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, 2012-2016;
- 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 Jean Deitz as the college's ICCTA 2017 Outstanding Full-Time Faculty Member of the Year; and
- ratify the selection of Helen Thomas as the college's ICCTA 2017 Outstanding Part-time Faculty Member of the Year.

Upon a roll call vote, those trustees voting aye were Mr. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkaase, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED**

APPROVAL OF BILLS

MOTION 03-29-17:02

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

Education Fund	\$4,120,561.35
Operations & Maintenance Fund	233,586.36
Bond and Interest Fund	3,500.00
Restricted Purposes Fund	334,262.16
Trust & Agency Fund	16,830.57
Liability, Protection & Settlement Fund	28,698.75
 Grand Total All Funds:	 \$4,737,439.19

Upon a roll call vote, those trustees voting aye were Mr. Morgan (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 Roehrkassee reported he had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported he had no additional items.

EXECUTIVE SESSION

*Mr. Morton moved, seconded by Mr. Roehrkassee, to move into Executive Session at 6:15 p.m. to discuss personnel. Upon a roll call vote, those trustees voting aye were Mr. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED***

Mr. Smith moved, seconded by Mr. Verdu, to return to regular session at 6:45 p.m. The motion carried.

ACTIONS TAKEN AS A RESULT OF EXECUTIVE SESSION

MOTION 03-29-17:03

Mr. Morton moved, seconded by Mr. Joseph, to adopt by title only Resolution Authorizing Reduction-in-Force for Full-time and Part-time Administrative, Professional and Supervisory Staff. Upon a roll call vote, those trustees voting aye were Mr. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkassee, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED**

MOTION 03-29-17:04

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

Baltes, Jeffrey	Academic Advisor
Bernal, Katherine	Assistant Director of Athletics for Compliance and Academics/Head Softball Coach
Blue, Jeffrey	Coordinator of College Activities and Theatre Operations
Boyce, Linda	Program Development Specialist
Eckert, Carol	Director of Nursing Education and Health Related Occupations
Fleming, Michael	Vice President for Marketing and Institutional Advancement
Frost, Raymond	Systems Analyst/Programmer
Krivokuca, Denise	Part-time Academic Advisor
Lassman, Debra	Senior Training Specialist
Lorance, Jill	Evening & College Activities Supervisor, SWGCC
Parker, David	Custodial/Maintenance Shift Supervisor
Poettker, Tricia	Account Executive
Reinhardt, Melanie	Communication Specialist

Rienbolt, Lynette	Director of Selsius Corporate and Career Training
Rousselot, Paul	Network Operations Center Manager
Selden, Jennifer	Part-time Academic Advisor
Stokes, Jay	Assistant Director of Community Education
Turner, Kelly	Communications Specialist/Associate Director
Wieland, Jenny	Manager of Testing, Data, and Records

Upon a roll call vote, those trustees voting aye were Mr. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkaske, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED**

MOTION 03-29-17:05

Mr. Morton moved, seconded by Mr. Verdu, to extend the employment contracts for the full-time and part-time Administrative, Professional and Supervisory personnel per provided list for the period July 1, 2017 through June 30, 2018 and subject to the Personnel Procedures for Administrators. Upon a roll call vote, those trustees voting aye were Mr. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkaske, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED**

MOTION 03-29-17:06

Mr. Morton moved, seconded by Mr. Verdu, to extend the employment contracts for the full-time and part-time Administrative, Professional and Supervisory personnel per provided list employed in grant/contract programs for the period July 1, 2017 through June 30, 2018 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. Morgan (Opinion), Dr. Briggs, Mr. Joseph, Mr. Morton, Mr. Roehrkaske, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: None. **PASSED**

MOTION 03-29-17:07

Mr. Morton moved, seconded by Mr. Verdu, to approve the inventory list of open positions at Southwestern Illinois College, with the exception of the reductions-in-force which will be eliminated. Upon a roll call vote, those trustees voting aye were Mr. Morgan (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

President Costello asked to read the "everyone" email she plans to send to staff after the Board of Trustees meeting, which reads as follows:

Colleagues:

New contracts for many upstanding professional administrators will not be extended after June 30, as approved by the Southwestern Illinois College Board at its March 29 meeting.

While these non-renewals of positions were not about people or performance, that doesn't make it any easier, here at SWIC, or at every other affected state college and university.

Recent steep losses in state funding, corresponding statewide enrollment declines, and the continuing state budget impasse have formed a perfect storm that has lasted nearly two years, and counting. The impact on state colleges and universities has been devastating, requiring some to start force reductions much earlier.

Our ability to stem the tide for as long as we have, to see if things might change for the better, was only made possible because everyone pulled together to take on additional duties as vacated positions went unfilled; to define and adopt new work-flow processes to increase efficiency; all while maintaining SWIC's historically high national and state rankings when it comes to awarding degrees and certificates.

Thank you for that.

Board Chair Mance echoed Dr. Costello's comments and thanked the individuals for all their work on behalf of the college.

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.

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.

The Schmidt Art Center once again played host for the annual Senior Art Competition Opening Reception on March 2; and the Exhibition was available until March 6. One hundred twenty-one pieces of art were submitted by 64 artists age 60 and older who live in the SWIC District or who are members of the Gateway East Artist Guild. Awards in various media and categories were presented to 16 of the artists, totaling \$1,450 in award money. Seven works of art were sold to happy visitors. Approximately 150 people attended the opening, and 391 total visitors attended the exhibition.

Student Development

Athletics

Glo Bingo will be held April 28th, and the doors to the gym will open at 5:30 p.m. The price per ticket is \$25, and the proceeds benefit student scholarships.

Disability & Access Center

The Disability & Access Center has converted 222 textbooks to date this spring semester into alternative media formats for students with print disabilities, which represents a 51% increase from last year. Textbook conversion is a mandated accommodation for eligible students with disabilities.

Kids' Club

Director of Kids' Club Suzette Hechst was selected from the state of Illinois to present at the "Lead Learn Excel Conference" which is being financed through the federal "Race to the Top" grant.

College Activities/Sam Wolf Granite City Campus

SWGCC College Activities raised, through World Cancer Day Pinwheel Sponsorships and donations, \$530 for the Siteman Cancer Center.

The February 8+8 Hour Challenge collected personal care items for young students. These items were taken to the local superintendent of schools office for distribution.

College Activities will be collecting Pet Supplies during the March 8+8 Hour Challenge, and they will donate these items to pet rescue.

Currently College Activities is collecting for the March of Dimes and will participate in the March for Babies on April 22nd.

College Activities will host an event April 18 to collect pajamas for children in shelters; and on May 5th will host the American Red Cross Blood Drive.

College Activities/Red Bud Campus

RBC College Activities and The American Red Cross hosted a blood drive on March 1st at the Red Bud Campus.

The Red Bud Campus Platinum Chef Competition was held March 22. Five area high schools competed in the High School Cooking Competition at Red Bud High School. SWIC students and Culinary faculty served as judges along with guest judge, David Sandusky, owner of the Beast Craft BBQ and a SWIC graduate.

College Activities Board & Student Life/Belleville Campus

Throughout the month of March, a women's Wall of Courage will be on display at all campuses. The display contains pictures of women who have contributed to or brought attention to the issues faced by women around the globe.

The College Activities Board of Belleville set up a no phone zone in the Alcove Lounge that allowed students to play board games with their friends and not spend time on their phones. Statistics about phone usage were also posted throughout campus.

Sonya Jones from NBC's "The Biggest Loser" was at the Belleville Campus to have lunch with students, faculty and staff members. Her inspiring message of perseverance in the face of adversity was well received.

Jessica Woolbright of Saint Martha's Hall on March 7 discussed the nature and dynamics of domestic violence, including the behaviors of individuals who abuse and the effects of domestic abuse on children.

Phi Theta Kappa inducted over 100 new members to their honor society this month. Ceremonies were held at each campus welcoming the new members.

Community Services

PSOP

PSOP is a host site for AARP Tax Aide. This free service, sponsored by AARP and the IRS, serves low income clients. Tax preparers assist clients by appointment on Tuesdays, Wednesdays and Fridays from 8 a.m. – noon.

PSOP hosted the Illinois Secretary of State Mobile Driver's Unit on February 12 during which 18 individuals age 50 and above renewed their driver's license, paid for the license plate sticker or obtained a state ID.

Red Bud Campus

The Regional Leaders Breakfast will be held at the Opera House Bistro in Red Bud on April 20. Cost to attend is \$15 per person. Contact Sandy Donjon at the Red Bud Campus if you are interested in attending.

Sam Wolf Granite City Campus

Thirteen Madison High School students are participating in a new Dual Enrollment Program this semester at the SWGCC. Each student is enrolled in two classes that meet three days per week. All of the students are on track to graduate from high school in May and will earn four hours of college credit into a higher education program. Several of the students have already completed the application process to take fall semester 2017 classes at SWIC.

ICCTA Report

Trustee Roehrkasse provided the ICCTA Board Highlights from the March 10, 2017 meeting held at William Rainey Harper College in Palatine, Illinois. This is the first time a meeting was held at a community college. The attendance was good and it may be a trend to adopt in the future.

Lobby Day and the ICCTA Board of Representatives meeting are set for Wednesday, April 26 in Springfield, Illinois.

Attorney's Report

Mr. Hoerner stated he had no additional items.

MISCELLANEOUS

Chairman Mance suggested moving the April committee meetings to April 11, 2017 and the Board of Trustees meeting to April 26, 2017 to allow additional time to receive canvassed election returns from the county clerks.

MOTION 03-29-17:08

Mr. Smith moved, seconded by Mr. Morton, to move the April committee meetings to April 11, 2017 and the Board of Trustees meeting to April 26, 2017. Upon a voice vote the motion **PASSED**.

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Smith, to adjourn the meeting at 7:03 p.m. The motion carried.

Approved: **04.26.17**

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

February and March 2017
(and earlier items not included previously)

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

Diane Dodd, Respiratory Care Program Coordinator, attended a Webinar for the Commission on Accreditation for Respiratory Care (CoARC) Annual Report of Current Status in Belleville, IL on February 22nd.

Memo



To: Clay Baitman
From: Lynette Rienbolt
Date: March 10, 2017
Re: President's Report – February 2017

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

Selsius™ Client Projects

Peabody Energy – Provided *Excel for Managers* training for 15 employees.

Dynegy – Provided *Hazwoper 8-Hour Refresher* training for 80 employees.

Center Point Terminal Company LLC – Provided *Hazwoper Refresher Training* for 22 employees.

Career Training (Open Enrollment)

Driver Safety (instructor led) – 2 seminars, 18 participants

Driver Safety (on-line) – 111 participants

Business Skills Training - 1 seminar, 4 participants

Software Training – 1 seminar, 3 participants

Corporate Training (Contract)

Business Skills Training - 0 seminars, 0 participants

Software Training – 1 seminar, 15 participants

Industrial Training – 6 seminars, 102 participants

Companies Served

Alpine Security

Center Point Terminal Co. LLC

Dynegy Midwest Generation

Impact Strategies

Lapham-Hickey Steel

Peabody Energy

Total - 11 seminars; 253 participants; 6 companies served