



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
May 20, 2015**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, May 20, 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:

Dr. Harry Briggs
Nick Mance
Robert G. Morton
Richard Roehrkas
Philip L. Smith
Savannah Stellhorn, Student Trustee

PUBLIC COMMENTS

Chairman Mance reported Southwestern Illinois College is pleased to nominate Howard Gunning for the ICCTA 2015 Outstanding Full-time Faculty Member Award. He is an exceptional instructor, an asset to the Medical Assistant program and our Granite City Campus, as well as a leader within the community.

Mr. Gunning has served SWIC's Medical Assistant program as a faculty member for 15 years. In 2014 he was recognized by the Illinois Society of Medical Assistants for his outstanding dedication to the field. He serves as an expert for many articles in CMA Today; and while completing his Air Force duty, Mr. Gunning was awarded decoration for heroism. He is an outstanding individual, professionally and personally. Congratulations, Professor Gunning!

Coordinator of College Activities Jeff Blue introduced students Denae Cherry and Janece Woodson to the Board of Trustees. Ms. Cherry and Ms. Woodson are members of the Illinois Academic Team and were nominated to the USA Academic Team. Chairman Mance presented the students with plaques noting their achievements.

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 05-20-15:01

Dr. Briggs moved, seconded by Mr. Smith, to:

- approve the minutes of the regular Board meeting of April 22, 2015;
- approve the bills:

Education Fund	\$2,641,756.24
Operations & Maintenance Fund	482,299.72
Operations & Maintenance Fund Restricted	458,459.68
Bond & Interest Fund	401,207.50
Restricted Purposes Fund	588,635.80
Trust & Agency Fund	50,159.98
Liability, Protection & Settlement Fund	166,836.30
Self-Insurance Fund	56,547.71

Grand Total All Funds: \$4,845,902.93

- approve first reading of proposed amendment to Board Policy 5003, Curriculum Development;
- award the lowest responsible bid for Phase 2 of the District Parking Lots Maintenance and Repair Project to Sonnenberg Asphalt Co., Inc., Belleville, IL in the amount of \$674,452.00;
- approve Request for Proposal for removal/demolition of the modular buildings at the Belleville Campus to Hanks Excavating, Belleville, IL at a cost of \$22,500.00;
- accept renewal of the ATS “A” grant with the City of Belleville in the amount of \$40,000 for the period April 1, 2014 through March 31, 2015 to provide funding for ATS vehicle expenses incurred in transportation of the elderly and disabled;
- accept renewal of the ATS “D” grant from St. Clair Township in the amount of \$7,750 for the period April 1, 2014 through March 31, 2015 to provide funding for rolling stock as well as operational and administrative support of ATS incurred in the transportation of the elderly in St. Clair Township;
- accept renewal of the RSVP federal grant from the Corporation for National and Community Service in the amount of \$91,060 for the period April 1, 2015 through March 31, 2016 to reimburse volunteers for nonprofit agencies in St. Clair and Madison Counties;
- accept renewal of the Illinois Cooperative Work Study grant funded by the Illinois Board of Higher Education in the amount of \$14,029 for the period April 7, 2015 through

June 30, 2016 to supply partial reimbursement of income for interns placed in positions with Illinois employers and 100% of income while working in community service organizations;

- approve renewal facility agreement between Lutheran Social Services of Illinois, Alton, Illinois and Southwestern Illinois College, Community College District #522 to provide practicum opportunities to students enrolled in the Human Services Technology instructional program at Southwestern Illinois College;
- approve renewal agreement between St. Luke's Hospital, Chesterfield, Missouri and Southwestern Illinois College, Community College District #522 to allow Health Sciences students to participate in clinical experience;
- approve renewal agreement between College Central Network, Inc. and Southwestern Illinois College, Community College District #522 to provide basic software to provide resume posting and review, job search and posting internship search and mentoring programs for students, alumni and area employers;
- approve renewal agreement between Cahokia Unit School District #187 and Southwestern Illinois College, Community College District #522 to provide the structure to facilitate the Running Start Program with Cahokia District #187;
- approve course fee adjustments;
- approve the tentative list of graduates for the 2015 Spring Semester;
- accept the resignation of Dr. Lea Maue, Director of Adult Basic Education, effective close of business May 15, 2015;
- accept the resignation of Dr. Brandon Shigematsu, Director of Basic Literacy and English as a Second Language, effective close of business April 24, 2015;
- accept the retirement notification of Gary Gray, Interim Executive Director, SWIC Foundation, effective close of business June 30, 2015;
- accept the retirement notification of Jane Graham, IT Security Analyst, effective close of business May 31, 2015;
- appoint Hazel Allen to the full-time SWIC EE position of Veterans Educational Benefits Specialist effective June 1, 2015 at an annual salary of \$32,509 which is Grade 6 of the 2013-2014 Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees, Local 6600 IFT-AFT, AFL/CIO;
- appoint Steve Holman to the full-time administrative position of Dean of the Math & Sciences Division effective July 1, 2015 at an annual salary of \$105,000 with employment subject to the provisions of the Personnel Procedures for Administrators;

- appoint Amber Akins to the full-time administrative position of Academic Advisor effective June 1, 2015 at an annual salary of \$40,000 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint Katelyn Doughty to the full-time administrative position of Academic Advisor effective June 1, 2015 at an annual salary of \$36,000 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint Leon Fields to the full-time administrative position of Academic Advisor effective June 1, 2015 at an annual salary of \$40,000 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint Sara Fox to the full-time administrative position of Academic Advisor effective June 1, 2015 at an annual salary of \$36,000 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint Jay Stokes to the full-time administrative position of Assistant Director of Community Education effective June 1, 2015 at an annual salary of \$40,000 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint John B. (Johnny) Runyon to the full-time administrative position of Public Safety Supervisor-Belleville Campus effective June 16, 2015 at an annual salary of \$54,000 with employment subject to the provisions of the Personnel Procedures for Administrators;
- appoint Gregory Collier to the full-time position of Custodian at the Belleville Campus effective June 16, 2015 at an annual salary of \$43,139.20 (\$20.74 per hour) according to the provisions of the agreement between Service Employees Union Local #116 and Southwestern Illinois College;
- reappoint the externally-funded full-time personnel in the SWIC Educational Employees bargaining unit for the period July 1, 2015 through June 30, 2016, subject to grant approval and continued receipt of sufficient grant and contract funding;
- ratify the hire of part-time and temporary faculty and staff according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff;
- rescind termination of former employee Cynthia Massey and to approve separation agreement; and
- award partial student support to Andrew Benner to attend Parkland College in the CNH Service Technician program for the Fall 2015, Spring 2016 and/or Summer 2016 semesters.

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

PLANNING AND POLICY COMMITTEE REPORT

Trustee Mance reported the committee had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkasse reported he had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported he had no additional items.

REPORTS

President's Report

Happy Birthday to trustees Dr. Harry Briggs and Phil Smith, who celebrated May birthdays. On behalf of the students, faculty and staff of Southwestern Illinois College, thank you for all you do.

The inaugural Southwestern Illinois College Presidential Gala will be held Thursday, August 6 in the Liberal Arts Complex at the Belleville Campus. Details and invitations to the event will be forthcoming.

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.

Red Bud Workforce Development Project

Southwestern Illinois College and Red Bud Campus are assisting the City of Red Bud in coordinating and promoting an Industrial Job Fair. Scheduled for May 30, the event will be held at Red Bud High School from 9 a.m. to 2 p.m. The intent is to expand the geographic employee pool for Red Bud area industries. The promotion target area extends from St. Clair County south and east to Williamson County. Campus Executive Director Mike Reed will represent SWIC in this part of the project.

Dean of Technical Education Brad Sparks is working with David Stoecklin from Madison County Employment and Training to coordinate a meeting involving St. Clair, Madison, and Randolph representatives. The intent is to compare, integrate, and promote common workforce and job development goals and strategies.

Community Education

Dual Credit had an increase of 306 students and 1159 in credit hours in 2014-15. Total enrollment during Fall 2014 was 1,536 students taking 3,666 credit hours. Enrollment during Spring 2015 was 2,732 students taking 8,434 credit hours. Father McGivney High School in Maryville was added to the list of participating schools this year.

The Regional Leaders Breakfast held at the World Shooting Complex in Sparta on April 23 was attended by 173 leaders and students from southern Illinois. SWIC was a lead sponsor for the event. Scholarships of \$500 were awarded to Austin Sinn, Marissa

High School and to George Kempfer, Coulterville High School based on their winning essays.

SWIC's Community Education once again sponsored face painting; "Faces in the Crowd" and a recycled art activity in the Children's Art Garden during Art on the Square the weekend of May 15, 16 and 17. AmeriCorps members staffed the art activity area.

Three to four hundred seniors attended the annual Senior Celebration on May 8 at PSOP. This event was co-sponsored by PSOP, the City of Belleville, and Belleville Township in recognition of Older Americans Month in celebration of our senior citizens.

SWIC is the host site for the Healthy Living Expo sponsored by the St. Clair County Office on Aging and PSOP on Friday, May 29 from 8:00 AM until noon in the varsity gym of SWIC's Belleville Campus. The Expo is a free event featuring speakers, entertainment, health screenings and over 100 exhibitors.

Amy Brockman, Community Services Coordinator at the Red Bud Campus, honored 21 students for their various achievements during the Student Recognition Breakfast held April 23 at the Belleville Campus.

SWIC's graduating class this year will include 28 Running Start students. Enrollment for next year looks strong. Two new schools have signed partnership agreements for the 2015-16 school year: East St. Louis and Dupu, bringing the total number of partnering schools to nine at this time. One other high school is contemplating joining the program for the coming school year. In the Fall Semester 2014 there were 113 students enrolled in the program. Enrollment is expected to top 140 for Fall Semester 2015; although, it is expected that we will lose some students due to military orders and a few students may return to high school at the end of the spring semester.

The Chuck Whitehead Golf Scramble will be held on Friday, May 22 at the Legacy Golf Course in Granite City. Many thanks to our teams, sponsors, and to the College Activities Board for supporting this event.

Student Development

Vice President Staci Clayborne has been appointed to serve as a member of the YMCA Board of Managers. Congratulations, Ms. Clayborne!

Kids' Club partnered with SWIC Foundation to help sort over 400 golf balls used for the golf ball drop. The children used their mathematical skills to sort, sequence and count.

Students piled into the Varsity Gym on April 17 and got nostalgic by jumping back to their high school days with Throw Back to Prom.

Spoken word artist, Odd?Rod, performed April 20 in the Belleville Campus Main Complex Lounge. Odd?Rod was brought back to campus after originally appearing at the Martin Luther King Day Observance by popular demand of the students of the Black Affairs Council. Odd?Rod collaborated with students to provide an afternoon of student poets and his own work.

The Annual Spring Blast took place on the Belleville Campus Quad. College Activities partnered with Instruction to provide an outdoor Shakespeare Play. The Sustainability Center provided Earth Day activities, and the Foundation held its Golf Ball Drop. Over 1,000 students participated in Spring Blast this year.

College Activities partnered with the Red Cross for the Annual Spring Blood Drive on April 28. SWIC was able to meet its goal due to the participation of students and staff.

SWIC held its annual Recognition Breakfast on April 25. Students who achieved particular success were honored by their professors, coaches, and advisors. Over 100 students were given awards and were treated to a brunch with their families.

Phi Theta Kappa partnered with the SWIC Counseling Office to launch a Heroin Awareness Campaign. Displays were prepared concerning the negative impact heroin has on the Metro East area. Counseling offered a Mental Health Fair and a Healthy Stress Management workshop. A local documentarian presented her film "The Heroin Project" in the Belleville Campus Main Complex Theatre. In addition a panel discussion featured the people whose life stories were presented in the film.

The College Activities Board partnered with Gateway Pet Guardians and Stray Rescue of St. Louis to sponsor Puppy Day on April 29. The agencies brought several young dogs that were available for adoption. Students were able to relieve a little stress by giving the puppies some love.

The International Student Club sponsored a Multi-Cultural Festival at the Belleville Campus on May 5. Food from seven different countries was offered, while students could visit displays created by international students from the represented countries.

College Activities partnered with AmeriCorps to sponsor a Volunteer Fair on May 6. Representatives from ten not-for-profit organizations presented SWIC students with opportunities to give back to their community.

Red Bud Campus College Activities hosted the TGIFinals BBQ on May 13.

ICCTA Report

Trustee Roehrkaase provided the ICCTA Board Highlights from the April 29, 2015 Lobby Day and the April 30, 2015 meeting held in Springfield, Illinois.

The next ICCTA Board of Representatives meeting will be held in conjunction with the ICCTA Annual Convention on June 5-6 in Schaumburg, Illinois. The convention will feature a new trustee orientation and a panel discussion on the future of community colleges.

Attorney's Report

Mr. Hoerner stated he had no report.

MISCELLANEOUS

Chairman Mance stated he plans no changes to the Board of Trustees committee appointments for 2015-2016:

- | | |
|---|---|
| Personnel, Programs and Services Committee: | Robert G. Morton, Chairman
Philip L. Smith
Eugene Verdu |
| Planning and Policy Committee: | Kenneth R. Joseph, Chairman
Nick J. Mance
Robert G. Morton |
| Facilities and Finance Committee: | Richard Roehrkasse, Chairman
Dr. Harry Briggs
Nick J. Mance |

Chairman Mance also designated Trustee Roehrkasse as the ICCTA Representative.

Chairman Mance announced the June 17, 2015 meeting of the Board of Trustees will be held at the Red Bud Campus.

ADJOURNMENT

Mr. Smith moved, seconded by Mr. Morton, to adjourn the meeting at 6:27 p.m. The motion carried.

Approved: **06.17.15**

Respectfully submitted,

Nick J. Mance
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

President's Report Items from Technical Education

- Brad Sparks was the keynote speaker at the Regional Leader's breakfast in Sparta on April 23. There were 300 or so in attendance. The speech was titled "Linking Workforce Trends with Career and Technical Education". It was a great opportunity to showcase SWIC and the Technical Education programs to a regional audience. Mr. Sparks will be giving the same presentation to the Granite City rotary club in the next few weeks.
- The Technical Education Division hosted an I-CARE meeting on April 24 on the Sam Wolf Granite City campus. The event brought Heating, Ventilation, Air Conditioning and Refrigeration (HVAC) faculty from throughout the state to the campus to attend seminars on new HVAC technology. It was a great event to showcase SWIC and the HVAC program.
- The Technical Education Division hosted the National Tooling and Machining regional meeting on May 5 at the Sam Wolf Granite City Campus. Culinary Arts served dinner, complete with appetizers, elevating the event to a professional level that we could not have achieved on our own. There were 60 or so NTMA members in attendance representing manufacturers from all over our region. The NTMA national president was also in attendance. It was a great evening to showcase our Manufacturing programs and SWIC to a regional audience.
- The Technical Education Division hosted an American Institute of Architecture meeting on the Belleville campus on May 8. 30 architects and professional engineers attended a seminar on changing international building codes to include SWIC Construction Management faculty. The AIA president was in attendance. It was a great day to showcase our construction programs and SWIC to a regional audience.
- Brad Sparks is currently serving on three Workforce Development committees to include the city of Granite City, city of Red Bud, and the Leadership Council. The leaders from the three committees met the week of May 11th to determine if there could be synergy of effort between the groups. Dave Stoecklin and Mr. Sparks organized that effort. The purpose of all three committees is to develop strategies to assist local industry with their workforce needs. This is a great opportunity to share information about SWIC's programs with a regional audience.
- Ron Henderson, Peter Weitzel and Brad Sparks met with the American Bottom Conservancy Board on May 18, 2015, to discuss Sam Wolf Granite City Campus' solar project and answer any questions they may have. A decision on the funding should be announced at the meeting. SWGCC has asked for \$500,000.

Southwestern Illinois College
Faculty Professional/Scholarly/Service Activities

March and April 2015
(and earlier items not included previously)

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

Howard Gunning, Associate Professor, Medical Assistant Program and Dana Wood, Coordinator, Medical Assistant Program, attended the Southern Illinois Regional Medical Assistants Education Day and Business Meeting in O'Fallon, IL on March 28th. Howard served as emcee, and Dana provided administrative support.

Diane Dodd, Coordinator, Respiratory Care Program attended the Reality-Based Leadership Workshop Conference at St. Elizabeth's Hospital in Belleville, IL on April 8th.

Kim Snyder, PTA Program Coordinator and Michelle Kujawa, Full-Time PTA Faculty member, attended

The Illinois Physical Therapy Association's Assembly of Representatives meeting on April 25th. Elected to represent PT's and PTA's in the southern district of IPTA, Kim and Michelle will assist in hearing motions and revising bylaws for the state organization. Along with Kim and Michelle, 2 student representatives from SWIC will attend from the graduating class of 2015 and one student from the class of 2016 will be in attendance, fulfilling her role as the PTA Director for the Student Special Interest Group of IPTA.

Memo



To: Clay Baitman
From: Lynette Rienbolt
Date: May 6, 2015
Re: President's Report – April 2015

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

Selsius™ Client Projects

Dynegy Midwest Generation Co.

Dynegy conducted a series of Hazwoper 8-hr refresher training programs in April. This training refreshes the student that has taken either 24- or 40-hour certification training in Hazwoper, meeting federal OSHA requirements for General Industry. Hazwoper certification and refresher training is for workers who perform emergency response activities, clean-up operations, and remediation at industrial sites.

Eastman Chemical

Eastman utilized Selsius Corporate and Career Training to certify 31 employees in American Heart Association's standards of CPR, including AED. This training is for members of their response team, ensuring that these employees can assist in urgent situations of all types that may occur at their facility.

HQ SDDC

The Army's Surface Deployment & Distribution Command (SDDC) is headquartered at Scott AFB. The SDDC requested a 60-hour Project Management training program to prepare for the Project Management Institute's certification program as a Project Management Professional (PMP). Selsius Corporate & Career Training began their training program in April, and will continue into June.

Career Training (Open Enrollment)

Driver Safety (instructor led) – 2 seminars, 22 participants
Driver Safety (on-line) –99 participants
Business Skills Training - 3 seminars, 18 participants
Software Training – 1 seminar, 8 participants
Industrial – 1 seminar, 4 participants

Corporate Training (Contract)

Business Skills Training - 1 seminar, 20 participants
Software Training – 1 seminar, 2 participants
Industrial – 6 seminars, 131 participants

Total - 15 seminars; 304 participants; 22 companies served