



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
November 15, 2017**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No 522, was held Wednesday, November 15, 2017 in the Marsh Conference Room of the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:05 p.m.

ROLL CALL

Trustees present:

John S. Blomenkamp
Nick Mance
Robert G. Morton
Richard Roehrkasse

Trustees absent:

Harry Briggs, Ph.D. (arrived at 6:30p)
Oscar Rodriguez, Student Trustee
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. Trustee Morton requested X.D.1. Course Fee Adjustments, and Chairman Mance requested VIII. A.1. Adoption of Proposed Amendments to Board Policy 3005 and Administrative Procedure 3005AP be pulled from the consent agenda.

MOTION 11-15-17:01

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

- approve the minutes of the regular Board meeting of October 18, 2017; the Executive Session of October 18, 2017; and the special meeting of October 30, 2017;
- award the Emergency Diesel Generator project at the Sam Wolf Granite City Campus to Guarantee Electrical Construction, Granite City, IL at a proposed total budget of \$515,776 financed with FY 2017 PHS and excess PHS funds;
- adopt tax levy resolution by title only;
- adopt Resolution Adopting Calendar Year 2017 Tax Levy.

RESOLUTION ADOPTING CALENDAR YEAR 2017 TAX LEVY

Education Fund	\$ 8,925,290.00
Operations and Maintenance Fund	1,893,243.00
Education and Operations and Maintenance Funds	9,209,276.00
Liability, Protection, and Settlement Fund	4,250,000.00
Audit Fund	60,000.00
Operations and Maintenance Fund (Restricted)- Protection Health and Safety Levy	3,000,000.00
Total Aggregate Tax Levy	\$27,337,809.00;

- purchase Compass Navigator provided by Compass Professional Health Services, Dallas, TX at an approximate annual cost of \$22,980, with final cost determined upon completion of 2018 medical insurance enrollment;
- dispose of computer equipment per Board Policy 6008 and Administrative Procedure 6008AP, Disposal of College Property;
- purchase 16 dual core Microsoft SQL Server licenses; one Windows standard license; and one Exchange Server Enterprise license from Dell, Round Rock, TX at a total cost of \$43,763.81;
- accept renewal of St. Clement Foundation Senior Companion Program grant in the amount of \$1,500 for the period July 1, 2017 through June 30, 2018 to provide funding for program volunteers in support of travel to and from clients' homes; (note: the FY2018 grant amount has been decreased by \$500 from FY2017);
- accept renewal of St. Clement Foundation Foster Grandparent Program grant in the amount of \$1,500 for the period July 1, 2017 through June 30, 2018 to provide funding for program volunteers while traveling to and from volunteer sites, in-service meetings and recognition programs during the fiscal year; (note: the FY2018 grant amount has been increased by \$500 from FY2017);

- approve new facility agreement between Whiteside Middle School, 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 agreement between Assessment Technologies Institute, LLC., Leawood, Kansas and Southwestern Illinois College, District #522 to allow SWIC to utilize the online Test of Essential Academic Skills to assess the knowledge of students applying to the Nursing program;
- approve new template between Running Start Intergovernmental Cooperation Agreement and Southwestern Illinois College, District #522 for the 2018-2020 academic year providing the framework for the Running Start program;
- approve new template between Running Start Homeschool Agreement and Southwestern Illinois College, District #522 for the 2018-2020 academic year providing the framework for the Running Start program;
- accept a gift to the college;
- accept the resignation of Sarah Hellin, Registration Coordinator in the Enrollment Services Division, effective close of business November 7, 2017;
- accept the retirement notification of Cindy Broyles, Assistant Director of Human Resources/Benefits Specialist, effective close of business October 27, 2017;
- appoint Karen Schaller to the full-time grant-funded administrative position of Youth Services Coordinator-Randolph County, effective December 1, 2017 at an annual salary of \$39,000 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding;
- appoint Megan Borland to the full-time grant-funded administrative position of Youth Services Coordinator-St. Clair County, effective December 1, 2017 at an annual salary of \$38,000 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding;
- appoint Jay Stokes to the full-time, grant-funded administrative position of AmeriCorps Project Director effective November 16, 2017 at an annual salary of \$39,000 and subject to the Personnel Procedures for Administrators and contingent upon the continued receipt of external funding;
- appoint Danielle Chambers to the full-time, administrative position of Academic Advisor in the Enrollment Services Division effective December 1, 2017 at an annual salary of \$36,000 and subject to the Personnel Procedures for Administrators;

- appoint Megan Gilbert to the full-time administrative position of Academic Advisor in the Enrollment Services Division effective January 2, 2018 at an annual salary of \$36,000 and subject to the Personnel Procedures for Administrators;
- initiate coaching contracts for the 2017-2018 academic year:

	<u>FY18</u>
Steve Campo Men's Basketball Assistant Coach	\$1,602
Norm Toenjes Men's Basketball Assistant Coach	\$1,602
Demetrius Zambrenca Women's Basketball Head Coach	\$6,000
Danielle Duncan Women's Basketball Assistant Coach	\$2,400
Jeff Juenger Softball Assistant Coach	\$2,400

- approve the transfer of full-time Commissioned Public Safety Officer Cody Daily from the Sam Wolf Granite City Campus to the Belleville Campus effective December 1, 2017, subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and the Illinois Council of Police (ICOPS)-Southwestern Illinois College Chapter, 2012-2016;
- approve an unpaid leave of absence/parental leave for Rebecca Addison effective retroactive September 13, 2017 with a return date not to exceed six months (March 12, 2018) in accordance with the College Bargaining Agreement: Article C - Holidays and Leaves, Section 5. Unpaid Leaves, A.6;
- hire a sufficient number of student workers in the Business Division at the Belleville Campus to fill 75 hours of work per week for the spring 2018 semester;
- hire a sufficient number of student workers in the Business Division at the Sam Wolf Granite City Campus to fill 35 hours of work per week for the spring 2018 semester;
- hire the following part-time faculty in the Business Division for the spring 2018 semester:

David Laufer	Culinary Arts & Food Management
Manav Misra	Computer Information Systems
Jerrold Burkhart	Paralegal Studies
David North	Computer Information Systems;

- re-hire the following part-time faculty in the Business Division for the spring 2018 semester:

Michael A. McVey	Marketing
Kelli Ponce	Computer Information Systems
Fred McNitt	Computer Information Systems;

- hire Lisa Funkhouser to the part-time SWIC EE position of Culinary Arts Kitchen Manager in the Business Division at a starting salary of \$15.75 per hour effective November 16, 2017; and
- ratify the part-time and temporary faculty and staff 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, Mr. Morton, Mr. Roehrkasse, and Mr. Mance. Nays: None. Absent: Mr. Rodriguez (opinion), Dr. Briggs, Mr. Smith and Mr. Verdu. **PASSED**

APPROVAL OF BILLS

MOTION 11-15-17:02

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

Education Fund	\$1,737,341.46
Operations & Maintenance Fund	200,041.90
Operations & Maintenance Fund-Rest	47,989.76
Restricted Purposes Fund	299,454.40
Trust & Agency Fund	7,782.00
Audit Fund	10,000.00
Liability, Protection & Settlement Fund	22,135.71
Self Insurance Fund	152,284.75
 Grand Total All Funds:	 \$2,477,029.98

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

PLANNING AND POLICY COMMITTEE REPORT

Chairman Mance stated the topic pulled from the consent agenda will be addressed at the committee’s next meeting.

FACILITIES AND FINANCE COMMITTEE REPORT

Mr. Roehrkasse reported he had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton stated the topic pulled from the consent agenda will be taken up at the next meeting of the Board of Trustees.

REPORTS

President's Report

Birthday Wishes

The Board Secretary extended belated birthday wishes to Vice Chair Roehrkasse, who celebrated his birthday October 11. Mr. Roehrkasse, thank you for all you do on behalf of Southwestern Illinois College.

Tree Lighting Ceremony

Today at noon we kicked off the holiday season by lighting the SWIC tree on the LAC Sustainability Terrace. Natalie Jablonski, President and CEO of Big Brothers/Big Sisters addressed the students and staff. Attendees enjoyed hot cocoa and cookies with Santa and were treated to a few Christmas carols by the SWIC Kids' Club. A new toy or a warm coat, hats, gloves and socks for children 7-14 years old are requested to donate to Big Brothers Big Sisters of Southwestern Illinois. The collection will run through December 14 and may be dropped off in College Activities.

Thanks-for-Giving

The Southwestern Illinois College Foundation held its celebration of thanks earlier this evening at the Schmidt Art Center. This annual event celebrates our amazing partners for their generosity and support of our students.

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.

STUDENT DEVELOPMENT

Student Life/College Activities

SWIC Student Life hosted the Illinois Community College Activities Association annual fall conference at the Shrine Hotel and Conference Center on Friday, Oct. 20 and on the Belleville Campus Saturday, Oct 21. Fourteen community colleges and more than 160 students and college activities directors and coordinators from around the state attended.

SWIC Sam Wolf Granite City Campus, Culinary Arts Program, Student Life, Career Services and Madison County Career and Technical Education Center welcomed eight area high schools for the Platinum Chef High School Cooking Competition on Wednesday, Oct. 25. East St. Louis High School claimed top honors for the day.

Student Life and the Student Leader Group hosted Trunk-or-Treat on Friday, Oct 27 from 6-8 p.m. Despite the cold evening, ghosts, goblins and all varieties of superheroes came out in the hundreds to have a safe and fun trick-or-treating experience.

Career Services

Seven lifetime leader workshops have been held for students focusing on topics including interview preparation, resume writing, job fair preparation, networking and leadership.

Career Week Activities were scheduled one week prior to the annual fall job fair. Events included a job fair preparation workshop; resume workshop; and a career services open house/drop-in appointment day. Students were able to drop in for 15 minute career advising sessions and were provided information concerning services the department offers, tips on networking with employers and examples of professional attire.

The annual Veterans Job Fair was held November 9th. One hundred fifteen employers and approximately 275 job seekers attended the event.

Disability & Access Center

870 students with disabilities have been identified and served to date this fall.

The DAC increased office physical accessibility by adding a front desk service area which allows easy wheelchair access and electronic keyboards for students with communication disabilities.

Athletics

Congratulations to the following All-Region Soccer Players:

Men's Soccer

- Jon Houck (Hawk) - Freeburg

Women's Soccer

- Emilie Blomenkamp - Freeburg
- Josie Hock - Carterville
- Erika Lloyd - Waterloo

Emilie Blomenkamp has also been nominated for All-American! The decision has not yet been made, but we are hoping to celebrate more good news next month!

ICCTA Report

Trustee Roehrkasse provided material from the ICCTA Board of Representatives meeting held November 11, 2017 in Lisle, Illinois and called attention to the hyperlinks concerning the fall 2017 veto session and the Legal, Legislative and Ethics Update.

Trustee Lynn Warfield of Parkland College presented a tribute to our veterans.

The next meeting of the ICCTA Board of Representatives will be in January 2018 via conference call.

The February 2018 meeting will be held in conjunction with the ACCT National Legislative Summit in Washington, D.C. Trustee Roehrkasse will not attend as it is cost prohibitive.

The March 2018 meeting will be held in the Chicago suburbs.

Attorney's Report

Mr. Hoerner stated he had no report.

MISCELLANEOUS

Chairman Mance stated the December 20, 2017 meeting will be held at PSOP at 6:00 p.m.

President Costello stated her report concerning the Illinois Council of Community College President Retreat held November 1-2, 2017 was provided in the trustees' folders.

ADJOURNMENT

Mr. Morton moved, seconded by Dr. Briggs, to adjourn the meeting at 6:30 p.m. The motion carried.

Approved: **12.20.17**

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

November 2017

Presented by Dr. Janet Fontenot, Dean of Business Division

Dr. Tina Dierkes, Coordinator of the Office Administration and Technology program has been honored with the Illinois Business Education Association's 2017 Distinguished Service Award. The award was presented at the Fall IBEA conference held in Springfield on November 9. Dr. Dierkes is also currently serving as the secretary for the Foundation for the *Future of Business Education Committee* for the National Business Education Association and as a member of the FBLA/PBL National Board of Directors. She has been a faculty member at SWIC since 2000 and was the College's Full-time Faculty Member of the Year in 2009.