



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Performing Arts Room
Red Bud Campus
October 17, 2018**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, October 17, 2018 in the Performing Arts Room at the Red Bud Campus, 500 W. South Fourth Street, Red Bud, Illinois. Chairman Robert Morton called the meeting to order at 6:00 p.m.

ROLL CALL

Trustees present:

John S. Blomenkamp
Dr. Harry Briggs
Robert G. Morton
Richard Roehrkasse
Stephanie Scurlark-Belt
Philip L. Smith
Sonny Wilson, Student Trustee (arrived at 6:05)

Trustee absent:

Eugene Verdu

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Chairman Morton 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 in order to have them considered separately. No items were pulled from the consent agenda.

MOTION 10-17-18:01

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

- approve the minutes of the Public Hearing of September 19, 2018 and the regular Board meeting of September 19, 2018;
- ratify the authorization for Allrise Elevator Company, Inc., St. Charles, MO to repair elevator located in the Main Complex at the Belleville Campus in the amount of \$39,740.00;

- purchase and install a replacement Uninterruptible Power System (UPS) for IS 2042 server room from Engineered Design Facilities, Maryland Heights, MO in the total amount of \$28,821;
- approve payment to Barnes and Noble Book Store for My Math Lab software and supplies at the Belleville Campus in the amount of \$158,600.00 and at the Sam Wolf Granite City Campus in the amount of \$20,886.40;
- authorize the Business Office to make payment to North American Helicopter in the amount of \$258,400.00 for helicopter flight training conducted per an agreement approved November 30, 2016;
- authorize MetroLink passes for Belleville AmeriCorps members;
- accept continuation of ICCB Adult Education and Literacy Services grant in the amount of \$1,168,235 for the period July 1, 2018 through June 30, 2019 to provide Title II activities under the Adult Education and Family Literacy Act for the Southwestern Illinois College Adult Education Department to provide adult education and family literacy services; (note: \$394,285 of the grant are federal funds);
- accept revision of grant award from the Corporation for National and Community Service for the Foster Grandparent Program in the additional amount of \$50,000 for the period July 1, 2018 through June 30, 2019 to be used for approximately 25% of salary and benefits of the Foster Grandparent Director salary which has been approved to return to a full-time position; the remaining 75% of funds will be used for volunteer stipends and travel;
- accept new Memorandum of Understanding between St. Clair County Intergovernmental Grants Department Community Services and Southwestern Illinois College in the amount of \$3,500 for the period October 12, 2018 to partner with cost sharing of the Manufacturing Day event October 12, 2018 at the Sam Wolf Granite City Campus;
- approve new agreement between ATI Holdings, LLC, Athletic and Therapeutic Institute of Naperville, LLC and Southwestern Illinois College, District #522 to allow Health Sciences students (currently the Physical Therapist Assistant program) to participate in clinical experience;
- approve renewal agreement between Shriners Hospitals for Children, St. Louis, Missouri and Southwestern Illinois College, District #522 to allow Health Sciences students (currently the Respiratory Care program) to participate in clinical experience;
- approve renewal facility agreement between Creative Children's Learning Center, Inc., Smithton, 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 Kinder Care Learning Center, Edwardsville, 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 La Petite Academy, Glen Carbon, 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 Laugh & Learn Preschool & Child Care Center, Freeburg, 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 The Early Years, Fairview Heights, 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 new facility agreement between YMCA Early Childhood Development Center, Glen Carbon, 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 of Memorandum of Understanding between Belleville AmeriCorps and Southwestern Illinois College, District #522 providing Southwestern Illinois College act as the Belleville AmeriCorps fiscal agent;
- approve renewal of the Running Start Intergovernmental Agreement template for the 2019-2020 academic year and Southwestern Illinois College, District #522 to provide framework for the Running Start program;
- approve renewal of the Running Start Agreement Template for Homeschooled Students for the 2019-2020 academic year and Southwestern Illinois College, District #522 to provide framework for the Homeschooled Running Start program;
- approve new service agreement between Aeroteck, Inc., Hanover, MD and Southwestern Illinois College, District #522 to provide supplemental staffing services;
- accept a gift to the college;
- approve the final 2019-2020 academic calendar and the initial approval of the 2020-2021 academic calendar;
- approve the 2019-2020 Adult Education academic calendar;
- accept the resignation of Katherine King, Employment Training Assistant at the Belleville Campus, effective close of business January 4, 2019;
- appoint Sherman Dixon to the part-time grant-funded SWIC EE position of ATS Driver effective November 1, 2018 at an hourly rate of \$12.79 per hour for up to 28 hours per week and contingent upon the continued receipt of external funding;
- appoint Darrius Smith to the part-time grant-funded SWIC EE position of ATS Driver effective November 1, 2018 at an hourly rate of \$12.79 per hour for up to 28 hours per week and contingent upon the continued receipt of external funding;

- appoint Erin Wittlich to the part-time SWIC EE position of Math/Science Specialist at the Red Bud Campus Success Center effective November 1, 2018 at an hourly rate of \$24.86 for up to 20 hours per week;
- appoint Melissa Zambrenia to the part-time SWIC EE position of Office Clerk/Testing Center at the Belleville Campus effective November 1, 2018 at an hourly rate of \$10.58 for up to 28 hours per week;
- appoint Brendan Wright to the full-time position of Public Safety Commissioned Officer at the Sam Wolf Granite City Campus effective October 18, 2018 at an annual salary of \$38,188;
- appoint Elizabeth Jennings to the full-time administrative position of Associate Director of College Advancement and Foundation effective November 1, 2018 at an annual salary of \$58,500;
- accept the declination of employment for Jordan Smalling, Office Clerk/Testing Center at the Belleville Campus;
- approve the tentative Hiring Eligibility List for Full-time Commissioned Public Safety Officers at the Belleville Campus and the Sam Wolf Granite City Campus;
- hire part-time positions in the Health Sciences and Homeland Security Division for the Fall 2018 and Spring 2019 semesters and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Kenneth James, Emergency Medical Technician: Fall 2018 part-time faculty;
Catherine Roberson, Physical Therapist Assistant: Spring 2019 part-time faculty; and
Robert Baker, Physical Therapist Assistant: Spring 2019 LACE Assistant;

- hire part-time faculty/lab technician in the Technical Education Division for the Fall 2018 semester (hire date October 18, 2018) and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

John R. Green, Heating, Ventilation, A/C and Refrigeration Lab Technician; and
Brian VanHorn, Aviation Pilot Training: part-time faculty;

- hire Tatyanna Winters, returning Belleville AmeriCorps full-time member for the 2018/2019 program year;
- ratify the hire of part-time faculty on an emergency basis effective October 15, 2018:

Tamara R. White, English; and
Melissa Ray, English; and

- ratify the part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.

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

APPROVAL OF BILLS

MOTION 10-17-18:02

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

Education Fund	\$5,614,509.11
Operations & Maintenance Fund	245,834.49
Operations & Maint Fund-Restricted	19,370.00
Restricted Purposes Fund	808,703.77
Trust & Agency Fund	11,881.81
Audit Fund	3,400.00
Liability, Protection & Settlement Fund	24,140.00

Grand Total All Funds: \$6,727,839.18

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

PLANNING AND POLICY COMMITTEE REPORT

Chairman Morton reported the committee had no items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkassee reported the committee had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton presented the medical insurance plans for 2019.

MOTION 10-17-18:03

Mr. Smith moved, seconded by Mr. Roehrkassee, to renew the medical insurance plan, administered by BlueCross BlueShield of Illinois, for the period January 1, 2019 through December 31, 2019. Upon a roll call vote those members voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Roehrkassee, Ms. Scurlark-Belt, Mr. Smith and Mr. Morton. Nays: None. Absent: Mr. Verdu. **PASSED**

SWIC Full-Time Employee (averaging 37.5-40 hours per week)			
PPO I / HDHP			
Total Monthly Cost	Employee Share	Employer Share	Option
\$715.12	\$178.78	\$536.34	Single
\$2,216.89	\$554.22	\$1,662.67	Family
PPO II			
Total Monthly Cost	Employee Share	Employer Share	Option
\$801.60	\$200.40	\$601.20	Single
\$2,484.95	\$621.24	\$1,863.71	Family
PPO III / Bronze Plan			
Total Monthly Cost	Employee Share	Employer Share	Option
\$659.27	\$99.00	\$560.27	Single
\$2,043.75	\$510.94	\$1,532.81	Family

SWIC Part-Time Employee (working an average of 30 hours per week)			
PPO I / HDHP			
Total Monthly Cost	Employee Share	Employer Share	Option
\$715.12	\$715.12	\$0	Single
\$2,216.89	\$2,216.89	\$0	Family
PPO II			
Total Monthly Cost	Employee Share	Employer Share	Option
\$801.60	\$801.60	\$0	Single
\$2,484.95	\$2,484.95	\$0	Family
PPO III / Bronze Plan			
Total Monthly Cost	Employee Share	Employer Share	Option
\$659.27	\$99.00	\$560.27	Single
\$2,043.75	\$1,483.48	\$560.27	Family

MOTION 10-17-18:04

Mr. Smith moved, seconded by Mr. Roehrkaske, to renew the dental insurance plan, administered by BlueCross BlueShield of Illinois, for the period January 1, 2019 through December 31, 2019. Upon a roll call vote those members voting aye were Mr. Wilson (opinion), Mr. Blumenkamp, Dr. Briggs, Mr. Roehrkaske, Ms. Scurlark-Belt, Mr. Smith and Mr. Morton. Nays: None. Absent: Mr. Verdu. **PASSED**

SWIC Full-Time Employee (averaging 37.5-40 hours per week)			
Dental			
Total Monthly Cost	Employee Share	Employer Share	Option
\$26.98	\$6.74	\$20.24	Single
\$53.58	\$13.40	\$40.18	Employee Plus One
\$98.61	\$24.66	\$73.95	Family

MOTION 10-17-18:05

Mr. Smith moved, seconded by Mr. Roehrkaske, to renew the voluntary vision insurance plan, administered by UniCare/UniView Vision, for the period January 1, 2019 through December 31, 2019. Upon a roll call vote those members voting aye were Mr. Wilson (opinion), Mr. Blumenkamp, Dr. Briggs, Mr. Roehrkaske, Ms. Scurlark-Belt, Mr. Smith and Mr. Morton. Nays: None. Absent: Mr. Verdu. **PASSED**

Vision			
Total Monthly Cost	Employee Share	Employer Share	Option
\$9.29	\$9.29	\$0	Single
\$16.26	\$16.26	\$0	Employee Plus One
\$26.01	\$26.01	\$0	Family

MOTION 10-17-18:06

Mr. Smith moved, seconded by Mr. Roehrkaske, to renew the basic and voluntary life and accidental death & dismemberment plans, administered by Cigna, for the period January 1, 2019 through December 31, 2019. Upon a roll call vote those members voting aye were Mr. Wilson

(opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Roehrkaske, Ms. Scurlark-Belt, Mr. Smith and Mr. Morton. Nays: None. Absent: Mr. Verdu. **PASSED**

MOTON 10-17-18:07

Mr. Smith moved, seconded by Mr. Roehrkaske, to renew the contract with Compass Professional Health Services for the period January 1, 2019 through December 31, 2019. Upon a roll call vote those members voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Roehrkaske, Ms. Scurlark-Belt, Mr. Smith and Mr. Morton. Nays: None. Absent: Mr. Verdu. **PASSED**

EXECUTIVE SESSION

*Mr. Smith moved, seconded by Mr. Roehrkaske, to move into Executive Session at 6:15 p.m. to discuss personnel (5 ILCS 120/2(c)(1)). Upon a roll call vote those members voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Dr. Briggs, Mr. Roehrkaske, Ms. Scurlark-Belt, Mr. Smith and Mr. Morton. Nays: None. Absent: Mr. Verdu. **PASSED***

There was consensus to return to regular session at 6:55 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

MOTION 10-17-18:08

Dr. Briggs moved, seconded by Mr. Blomenkamp, to table the FY 2019 Reorganization Plan and to schedule a special meeting upon trustees' receipt of requested material. Upon a roll call vote those members voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Dr. Briggs, Ms. Scurlark-Belt, and Mr. Morton. Nays: Mr. Roehrkaske and Mr. Smith. Absent: Mr. Verdu. **PASSED**

REPORTS

President's Report

President Mance requested his report be entered into the public record, but he did recognize the birthdays of Board Vice Chair Richard Roehrkaske, who celebrated a birthday October 11 and Student Trustee Sonny Wilson, who will celebrate a birthday October 31. Trustees, thank you for all you do on behalf of Southwestern Illinois College.

Board Chair Morton also extended congratulations to President Mance, who will celebrate his birthday October 18. Mr. Mance, thank you for all you do at Southwestern Illinois College.

Manufacturing Day was held October 12 at the Sam Wolf Granite City Campus. This was the sixth consecutive year for the event which hosted over 1,000 high school students from 30+ area high schools; 40+ high school faculty; and 41 exhibitors. In addition 15 manufacturers hosted student tours at their locations. Thanks to all in making this a great day for our visitors and for our local industry. Special thanks to Mark Bosworth for developing and coordinating the high school involvement and the industry tours; Leisa Brockman and Culinary Arts for preparing and serving approximately 1400 lunches; the SWIC Physical Plant staff; the Public Safety officers; the Public Information and Marketing staff; and the 40 volunteers. Your efforts are truly appreciated!

[Student Development](#)

[Disability & Access Center](#)

- The Disability & Access Center (DAC) since July has provided 242 individual consultations with faculty to resolve access issues in the classroom.

- The DAC provided an outreach presentation in September to 41 students with IEP's from Collinsville High School and provided disability accommodation information to identified students participating in high school exit interviews from Cahokia and Highland.
- The DAC's online Faculty Resource Manual has been updated to include new procedures and links to various policies and procedures on the DAC's website. All full-time and adjunct faculty have access via InfoShare's Faculty Hub and DAC site.

Financial Aid, Veterans Services & Student Employment

- There is ongoing effort to provide additional communication to students who still have pending financial aid items.
- The administrative staff completed the Equity in Athletics Disclosure Act report in a timely manner.
- Staff are currently reaching out to veterans concerning upcoming priority registration opportunities.

Student Life Services

- Student Life hosted voter registration sign-up tables at all three campuses on Constitution Day, September 17.
- Student Life hosted ARDDES – the Augmented Reality Distracted Driver Experience Simulator at the Belleville Campus on October 3. The simulator put students in the driver's seat, literally, and ran them through an augmented reality driving course, while instructing the students to drive, text, take selfies, etc. Students were given a grade report and a certificate of completion. Participants were also asked to sign a national texting pledge "It Can Wait!"
- American Red Cross Blood Drives: The Belleville and Red Bud Campuses hosted a blood drive during September. More than 20 units of blood were collected at each of the campuses.
- Illinois Worknet staff hosted a service table at the Jobs Plus Job Fair at the Gateway Convention Center in Collinsville, IL on September 19.
- Leadership Speakers Series kicked off September 12 with Timothy Alexander, an aspiring young leader from Growing Leaders.
- The annual Phi Theta Kappa recruitment drive for new eligible members began September 15. Approximately 750 eligible students received invitations to join one of our three SWIC PTK Chapters for Fall 2018.
- The United Way Campaign kicked off at the Belleville & Red Bud Campuses and PSOP on October 10. Pledge cards will be available at either location until the campaign ends October 25.

Student Development

- The Vice President for Student Development attended a required annual two-day Title IX training in Springfield, Illinois to maintain institutional compliance.
- Ongoing student meetings are being held in response to disciplinary concerns and S-CBITAT (Student - Campus Behavioral Intervention Threat Assessment Team) referrals.

ICCTA Report

Trustee Roehrkaase stated the next meeting of the ICCTA Board of Representatives will be held November 9-10, 2018 in Lisle, IL. This is the annual ICCTA meeting in addition to being the annual legislative and ethics update.

Attorney's Report

Mr. Hoerner stated he had no report.

ADJOURNMENT

Mr. Smith moved, seconded by Dr. Briggs, to adjourn the meeting at 7:00 p.m. The motion carried.

Approved: **11.29.18**

Respectfully submitted,

Robert G. Morton
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees