



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT NO. 522  
Performing Arts Room  
Red Bud Campus  
October 19, 2016**

**CALL TO ORDER**

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, October 19, 2016 in the Performing Arts Room at the Red Bud Campus, 500 W. South Fourth Street, Red Bud, Illinois. Chairman Nick Mance called the meeting to order at 5:50 p.m.

**ROLL CALL**

Trustees present:

Kenneth R. Joseph  
Nick Mance  
Samuel Hart Morgan, Student Trustee  
Robert G. Morton  
Richard Roehrkasse  
Philip L. Smith  
Eugene Verdu

Trustee absent:

Dr. Harry Briggs

**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 Mitchell Ettlting, who was appointed September 21, 2016.

**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 10-19-16:01**

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

- approve the minutes of the Public Hearing of September 21, 2016; the regular Board meeting of September 21, 2016; and the Executive Session of September 21, 2016;

- approve first reading of proposed amendments to:

Board Policy 2004, Position Description - Board;  
 Board Policy 2014, Board Development;  
 Board Policy 3030, College President/Position Description and Annual Evaluation; and  
 Board Policy 6009, Travel Reimbursement;

- award the purchase of two OiB Robot Welding Equipment Systems with specified options to Cee Kay Supply Company, St. Louis, MO in the amount of \$118,090;
- adopt tax levy strategy in Scenario 3 representing a 2.0% increase in EAV and a \$500,000 increase in Protection, Health, Safety levy requests to \$3,000,000;
- lease the following vehicles from Enterprise Fleet Management, Inc. for a period of 60 months:

Dodge Grand Caravan	\$397.36 per month (includes maintenance)
Ford Fusion Hybrid	\$424.95 per month (includes maintenance)
Ford Fusion Hybrid	\$424.95 per month (includes maintenance);

- accept renewal of the Adult Education and Family Literacy state grant awarded through ICCB in the amount of \$1,079,180 for the period July 1, 2015 through December 31, 2016 to enable Adult Education to provide services to educationally disadvantaged district residents and to support activities helping Adult Education students transition into post-secondary education and/or the workplace;
- accept renewal of the Early School Leaver Transition Program grant from ICCB in the amount of \$163,010.50 for the period July 1, 2015 through December 31, 2016 to provide funding for programs to support disadvantaged students ages 16-21 in completion of their GED certificates, transitioning to employment and entering post-secondary education;
- accept amendment to the RSVP federal grant approved by the Board of Trustees in April 2016 in the additional amount of \$3,500 for the period April 1, 2016 through March 31, 2017 to provide volunteers for nonprofit agencies in St. Clair and Madison Counties and to reimburse volunteers within certain guidelines;
- accept renewal of the Career and Technical Education Program Improvement Grant in the amount of \$71,846 for the period July 1, 2016 through June 30, 2017 to enhance instruction and academic support activities to strengthen and improve career and technical programs and services;
- approve new agreement between Washington University, St. Louis, Missouri and Southwestern Illinois College, District 522 to permit Health Sciences programs to utilize the clinical facility;

- approve new agreement between ACT and Southwestern Illinois College, District 522 to allow Selsius™ to become an ACT WorkKeys Career Solutions provider;
- approve new agreement between Native Sounds Studios, St. Louis, Missouri and Southwestern Illinois College, District 522 to provide practicum opportunities to students enrolled in the Music Technology program at Southwestern Illinois College;
- approve new agreement between Ozark Pro Audio, Camdenton, Missouri and Southwestern Illinois College, District 522 to provide practicum opportunities to students enrolled in the Music Technology program at Southwestern Illinois College;
- approve new agreement between Shock City Studios, St. Louis, Missouri and Southwestern Illinois College, District 522, to provide practicum opportunities to students enrolled in the Music Technology program at Southwestern Illinois College;
- approve new agreement between Suburban Pro Studios, St. Louis, Missouri and Southwestern Illinois College, District 522 to provide practicum opportunities to students enrolled in the Music Technology program at Southwestern Illinois College;
- approve new facility agreement between Community Link Metro, Fairview Heights, 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 Lighthouse Learning Center, Cahokia, 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 agreement between Trinity Services, Inc., Mascoutah, 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 Carousel Too Day Care Center, Granite City, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve new facility agreement between Child Development Center Building #1807, Scott AFB, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve renewal facility agreement between Discovery School, O'Fallon, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;

- approve new facility agreement between Holy Trinity Catholic School, Belleville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve renewal facility agreement between Lee's Daycare, Inc., Dupo, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve new facility agreement between Lessie Bates SIUE Head Start Early Head Start, East St. Louis, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve renewal facility agreement between Riverbend Head Start, Granite City, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve renewal facility agreement between The Early Years, Inc., O'Fallon, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve renewal facility agreement between Toddle Town, Inc., Belleville, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at Southwestern Illinois College;
- approve the 2017-2018 and 2018-2019 Academic calendars;
- approve the 2017-2018 Adult Basic Education calendar;
- appoint Meredith Shivers to the full-time grant-funded administrative position of Adult Transition Services Coordinator effective November 1, 2016 at an annual salary of \$47,476 with employment subject to the Personnel Procedures for Administrators and contingent upon the continued receipt of external funding;
- appoint Michelle Cook to the full-time, grant-funded SWIC EE position of Scheduler, ATS, effective November 2, 2016 at an annual salary of \$29,424 which is Grade 4 of the 2016-2017 SWIC Educational Employees IFT-AFT Local 6600 salary schedule and contingent upon the continued receipt of external funding;
- reassign faculty member Steven Bushong from the Red Bud Campus to the Sam Wolf Granite City Campus effective with the start of the spring semester 2017;
- reassign faculty member Treasure Redmond from the East St. Louis Community College Center to the Belleville Campus effective with the start of the spring semester 2017; 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. Morgan (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Dr. Briggs. **PASSED**

**APPROVAL OF BILLS**

**MOTION 10-19-16:02**

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

Education Fund	\$5,465,251.37
Operations & Maintenance Fund	335,420.92
Operations & Main Fund Restricted	69,147.21
Restricted Purposes Fund	233,720.27
Trust & Agency Fund	31,780.43
Audit Fund	5,000.00
Liability, Protection & Settlement Fund	32,004.32
Self Insurance Fund	201,239.95
 Grand Total All Funds:	 \$6,373,564.47

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

**PLANNING AND POLICY COMMITTEE REPORT**

Chairman Joseph reported he 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 stated the committee held a special meeting prior to the Board meeting and had the following action items to bring forward.

**MOTION 10-19-16:03**

Mr. Morton moved, seconded by Mr. Roehrkasse, to approve the retirement notification agreements under the Voluntary Retirement Program. Upon a roll call vote, those members voting aye were Mr. Morgan (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Dr. Briggs. **PASSED**

**MOTION 10-19-16:04**

Mr. Morton moved, seconded by Mr. Smith, to approve BAS as the Third Party Administrator and COBRA Administrator and OptumHealth as the Reinsurer for the college's medical insurance plan for 2017. Upon a roll call vote, those members voting

aye were Mr. Morgan (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Dr. Briggs. **PASSED**

**MOTION 10-19-16:05**

Mr. Morton moved, seconded by Mr. Verdu to approve monthly premiums for the medical insurance Bronze Plan, the HMO Plan, and the PPO Plan for SWIC full-time employees (working an average 37.5-40 hours per week) for the period January 2017 through December 2017:

<u>Plan Option</u>	<u>Monthly Rate</u>
Bronze-Single/Employee	\$ 94.04
Bronze-Single/Employer	\$ 482.32
Bronze-Family/Employee	\$ 451.08
Bronze-Family/Employer	\$ 1,353.20
HMO Single/Employee	\$ 213.44
HMO-Single/Employer	\$ 640.34
HMO-Family/Employee	\$ 678.06
HMO-Family/Employer	\$ 2,034.14
PPO Single/Employee	\$ 272.32
PPO Single/Employer	\$ 816.98
PPO Family/Employee	\$ 828.92
PPO Family/Employer	\$ 2,486.78

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

**MOTION 10-19-16:06**

Mr. Morton moved, seconded by Mr. Smith, to approve monthly premiums for the medical insurance Bronze Plan, the HMO Plan, and the PPO Plan for SWIC full-time employees (working an average 30 hours per week) for the period January 2017 through December 2017:

<u>Plan Option</u>	<u>Monthly Rate</u>
Bronze-Single/Employee	\$ 94.04
Bronze-Single/Employer	\$ 482.32
Bronze-Family/Employee	\$ 1,321.98
Bronze-Family/Employer	\$ 482.30
HMO Single/Employee	\$ 853.78
HMO-Single/Employer	\$ 0
HMO-Family/Employee	\$ 2,712.18
HMO-Family/Employer	\$ 0
PPO Single/Employee	\$ 1,089.30
PPO Single/Employer	\$ 0
PPO Family/Employee	\$ 3,315.70
PPO Family/Employer	\$ 0

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

**MOTION 10-19-16:07**

Mr. Morton moved, seconded by Mr. Smith, to renew dental insurance coverage with Advantica for the college’s dental insurance plan for the period January 1, 2017 through December 31, 2017 at the following rates:

Single Coverage	\$ 28.08 monthly
Employee Plus 1 Coverage	\$ 55.75 monthly
Family Coverage	\$ 102.61monthly

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

**REPORTS**

**President’s Report**

Happy Birthday wishes to Trustee Roehrkaese who celebrated his birthday October 11 and to Chairman Mance who celebrated a birthday October 18. 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.

Trustees were provided a pictorial record of the progress made with the site improvements at the Red Bud Campus. Special thanks were paid to SWIC Building Service Worker Mike Liefer, who has been extremely helpful on the project and has worked extremely hard on the campus grounds alongside the contractors and after they were gone.

SWIC earned a publicity double-play in the Belleville News-Democrat Wednesday, Oct. 12 edition: Our rankings in Community College Week’s Annual Top 100 report garnered the top spot in Jamie Forsythe’s education column with the headline “Your Kids Don’t have to Leave Home to Attend a Top College; and Technical Education student Lucas Cooper was selected for the Student of the Week column for his willingness to help other student in the Precision Machining Technology program. The article was titled “College Tech Program Turns Reluctant Student into a Productive One.”

The Sam Wolf Granite City Campus and the Technical Education Division celebrated Manufacturing Day, Oct. 14, with our largest celebration to date. More than 1,000 high school students from 31 schools in our district and beyond toured the Industrial Technology Center, met with representatives from more than 30 local manufacturers, and toured 22 local manufacturing facility. They also enjoyed a lunch catered by our own Culinary Arts and Food Management program. A photo was featured on the front page of the Belleville News-Democrat, Oct. 15 edition. Trustee Smith attended Manufacturing

Day and paid kudos to Campus Executive Director Nancy LeVault; Dean of Technical Education Brad Sparks and Tech Ed faculty member Mark Bosworth.

### Student Development

On October 8th the SWIC cheerleaders volunteered for the Alzheimer Walk on SWIC campus.

The Soccer team volunteered at the Jackie Joyner-Kersey Center for a soccer clinic, and also cleaned trash along Greenmount Road.

The Golf Tournament was held September 30th with 27 teams participating.

Coach Juergen Huettner, Women's Soccer coach, went for his 100th victory on Tuesday, October 18th at 4:00 p.m. against his former team, St Louis Community College.

### Disability & Access Center

From July to present, 1,038 students with disabilities have self-identified at the college, and 3,072 individualized accommodations have been implemented to ensure access.

### College Activities-Belleville Campus

Belleville Campus College Activities Board hosted the American Red Cross Blood Drive on September 22<sup>nd</sup>. Twenty four units of blood were collected.

College Activities hosted the Fall Leadership Summit on Saturday, October 15<sup>th</sup>. Student leaders from clubs and organizations, College Activities Board members and any student interested in the new leadership program were encouraged to attend the free leadership training. More than 70 students attended the full day of leadership and communication training.

College Activities conducted a five-week long voter registration drive that launched on Constitution Day, September 14.

The topic for the October "Diversity Chat" is Domestic Violence Awareness. Survivor stories from the Violence Prevention Center of Southern Illinois will be held Thursday, October 20<sup>th</sup> at 11 a.m. in the BC MC Theatre.

### College Activities-RBC

Red Bud Campus College Activities Board hosted the American Red Cross Blood Drive on September 21<sup>st</sup>. Seventeen units of blood were collected.

Approximately 200 people attended the RBC Phi Theta Kappa Beta Iota Iota Butterfly Festival on September 24.

Krista Olson, advisor for Phi Theta Kappa Beta Iota Iota will host the Red Bud Campus induction ceremony and reception on October 25 at 7 p.m. in the Performing Arts Room.

The Red Bud Campus College Activities annual Thanksgiving Food Drive kicks off November 2 and closes with a "Free Lunch for a Donation" on November 16. The food items collected are donated to local food banks.

College Activities-SWGCC

The Diversity & Inclusion Committee hosted Hispanic Heritage Month on October 4. A video of missionaries in Mexico was shown in the Wilmsmeyer Conference Room

An 8+8 Hour Challenge was held to collect winter clothing for those in need.

SWGCC College Activities will host the American Red Cross Blood Drive on October 27 in the History Room

SWGCC College Activities will host the Community Trick or Treat Night on October 28 from 6 p.m.-7:30 p.m.

Beginning November 1, 2016 through February 1, 2017 the SWGCC College Activities will participate in the Pinwheel Sponsorship for World Cancer Day with the proceeds going to the Siteman Cancer Center.

A diversity presentation concerning Cahokia Mounds will be held November 10 from 11:30 a.m.-12:45 p.m. in the SWGCC History Room.

Kids' Club

Kids' Club hosted 2 DCF (Child Care licensing for the state of Illinois) trainings. Each session had 60 participants.

Kids' Club hosted 2 CHASI (Children's Home & Aid for Illinois) workshops in the evening for child care providers. Each session had 30 participants.

Members of the MO Botanical Garden came to the Belleville Campus and planted three garden boxes with the children (funds were provided through a grant).

ICCTA Report

Trustee Roehrkasse reported the ICCTA Board of Representatives meeting will be held November 11-12, 2016 in Naperville, Illinois. A legal and legislative update will be presented by Robbins Schwartz and Thomas Ryder.

Mr. Roehrkasse noted the ICCTA survey request concerning a SWOT analysis that was included in the trustees' packet. He requested the trustees participate in the survey which is due Friday, October 28, 2016.

Attorney's Report

Mr. Hoerner stated he had no report.

ADJOURNMENT

Mr. Smith moved, seconded by Mr. Morton, to adjourn the meeting at 6:20 p.m. The motion carried.

Approved: **11.16.16**

Respectfully submitted,

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Nick J. Mance  
Chairman of the Board of Trustees

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Beverly J. Fiss  
Secretary to the Board of Trustee

# Memo



To: Clay Baitman  
From: Lynette Rienbolt  
Date: October 17, 2016  
Re: President's Report – September 2016

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

## **Selsius™ Client Projects**

**SunCoke Energy** – Provided *Pre-Employment Electrical Testing* for three participants.

**Southwestern Illinois College** – Provided *DISC: Discovering Your Leadership Style* training for 19 employees (various managers/supervisors).

**DISA Global** – Provided *Project 2010 Fundamentals* training for 15 employees.

**Anderson Hospital** – Provided *Excel 2010 Advanced Formulas & Functions* training for 17 employees.

**835<sup>th</sup> Cybersecurity Squadron** – Provided *Linux Memory Analysis* training for 12 employees.

## **Career Training (Open Enrollment)**

Driver Safety (instructor led) – 2 seminars, 19 participants

Driver Safety (on-line) – 101 participants

Business Skills Training - 1 seminar, 4 participants

Software Training – 2 seminars, 10 participants

Industrial – 1 seminar, 8 participants

## **Corporate Training (Contract)**

Business Skills Training - 1 seminar, 19 participants

Software Training – 3 seminars, 44 participants

Industrial Training / Assessments – 3 participants

**Total** - 10 seminars; 208 participants; 13 companies served