

**PLANNING AND POLICY COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**November 9, 2022**

Committee members present:	Charles Hannon, Chair Richard Roehrkasse
Committee member absent:	Sara Soehlke
Trustees present:	John Blomenkamp Steve Campo (remote) Nick Raftopoulos (remote)
Administrators present:	Nick Mance Linda Andres Sue McClure Missy Roche Dr. Gina Segobiano Bob Tebbe Bernie Ysursa
Attorney present:	Garrett Hoerner

**CALL TO ORDER**

Chairman Hannon called the meeting to order at 5:30 p.m.

**APPROVAL OF MINUTES**

Mr. Roehrkasse moved, seconded by Mr. Hannon, to approve the minutes of the October 12, 2022 meeting as presented. Upon a roll call vote, those trustees voting aye were Mr. Roehrkasse and Mr. Hannon. Nays: none. Absent: Ms. Soehlke. **PASSED**

**INFORMATION TECHNOLOGY ACCOMPLISHMENTS, REQUESTS FOR SERVICE AND STATUS REPORTS**

Executive Director IT Linda Andres presented the Information Technology Accomplishments, Requests for Service and Status Reports. Details are contained in the reports but some highlights were:

The PeopleTools upgrade for Finance went very well and is live.  
Continue to migrate to Office 365 (50% complete); completion before the holiday break.  
Cellular booster project at the SWGCC is complete with a little tweaking left to do.

**HLC QUALITY INITIATIVE QUARTERLY STATUS REPORT**

The Open Pathway Committee focused on preparing for the upcoming Multi-location Site Visit scheduled for February 14, 2023 at the Clay Baitman Fire Science Training Center and the Wyvetter H. Younge Higher Education Campus (formerly the East St. Louis Higher Education Center).

September 2022 is not only the end of the third quarter for the Open Pathway Committee but is also the beginning of year eight of our Open Pathway accreditation cycle and is a critical time for us. Staff will begin collecting data and move forward to writing annual reports.

A college-wide survey will be conducted this spring. In addition to general questions, a number of new questions will be added to provide additional insight to received responses on the last Noel-Levitz survey, i.e. the college's Mission, Vision and Core Values.

Writing of the final Quality Initiative report is in the planning phase. With the ending of the official Quality Initiative (QI) project the sub-committees' focus will change from QI-based activities to more information exchange activities.

The Higher Learning Commission has requested four dates (two in each semester) of the 2024-2025 academic year for our ten-year Comprehensive Evaluation. Staff chose October 14-15, 2024 for the site visit.

No action was required from the committee.

### **ENROLLMENT AND PLANNING UPDATE**

Robert Tebbe, Executive Director Enrollment Development and Institutional Planning, provided an enrollment and planning update.

Enrollment trends have been evaluated and staff is seeing positive tendencies tied to our online enrollment. Through SEM committee work and faculty development, our online learning modality is at a high level and continuously improving. Staff is working with Fine and Performing Arts to ensure enrollment growths is occurring post-pandemic and learning needs are being met. Institutional funding templates to prioritize HEERF and GEERs funding with specific spending end dates have been created. Dual credit and dual enrollment are being evaluated to ensure Bridge and Pathway programs are occurring at the high school level. SWIC's dual credit programming is growing faster than at peer institutions.

Spring Semester 2023 is very important, and over the last few years we have done a very good job in changing the way we market. We are also adding programs. Community colleges in general struggle with innovation. As a result of Covid we had to shift quickly. Now we are trying to take advantage of that. Students want to learn in a new environment. It is our responsibility as a community college to cover all types of learning environments. We have those conversations every day and we need to be held accountable.

Trustee Blomenkamp questioned if staff could look into providing daycare. Trustee Campo agreed it was a great idea and questioned if some of the HEERF funding could be spent on a daycare center. Mr. Tebbe suggested he would get together with Danielle Chambers, Chief Student Services Officer, to prepare a one-page document concerning the topic by January 2023.

### **STRATEGIC PLANNING UPDATE**

Executive Director Tebbe reported the team met over the last couple weeks to complete final revisions of the college's Mission Statement, Vision Statement, and Core Values established at the Board Retreat in October. Mr. Tebbe will bring to the December meetings an action item to adopt the Mission, Vision and Core Values statements.

**FIRST READING OF PROPOSED AMENDMENTS TO BOARD POLICY 7021 AND ADMINISTRATIVE PROCEDURE 7021AP**

Robert Tebbe presented on behalf of Ms. Chambers a request for first reading of the proposed amendments to Board Policy 7021 and Administrative Procedure 7021AP, Sexual Harassment/Misconduct (to include Sexual Violence). Many revisions on a state and federal level have been made since the inception of this policy and procedure. The newly-revised policy and procedure provide awareness and guidance on recognizing and addressing sexual harassment or sexual misconduct on the college campuses and college-sponsored activities.

Mr. Roehrkaske moved, seconded by Mr. Hannon, to recommend the Board of Trustees approve first reading of the proposed amendments to Board Policy 7021 and administrative procedure 7021AP. Upon a roll call vote, those trustees voting aye were Mr. Roehrkaske and Mr. Hannon. Nays: none. Absent: Ms. Soehlke. The motion carried. (This item will appear on the consent agenda.)

**FIRST READING OF PROPOSED AMENDMENTS TO BOARD POLICY 7010 AND ADMINISTRATIVE PROCEDURE 7010AP**

President Mance presented a request to recommend first reading of proposed amendments to Board Policy 7010 and Administrative Procedure 7010AP (including Exhibits A, B, and C), Use of College Facilities. A new fee structure appears on Exhibit C.

Mr. Roehrkaske moved, seconded by Mr. Hannon, to recommend the Board of Trustees recommend first reading of the proposed amendments to Board Policy 7010 and Administrative Procedure 7010AP. Upon a roll call vote, those trustees voting aye were Mr. Roehrkaske and Mr. Hannon. Nays: none. Absent: Ms. Soehlke. The motion carried. (This item will appear on the consent agenda.)

**REVIEW OF BOARD POLICY 8016 AND ADMINISTRATIVE PROCEDURE 8016AP**

President Mance reported staff has reviewed Board Policy 8016 and Administrative Procedure 8016AP, Institutional Naming Rights, and have determined no changes, other than housekeeping measures, are required.

Mr. Roehrkaske moved, seconded by Mr. Hannon, to recommend the Board of Trustees approve review of Board Policy 8016 and Administrative Procedure 8016AP: Institutional Naming Rights. Upon a roll call vote, those trustees voting aye were Mr. Roehrkaske and Mr. Hannon. Nays: none. Absent: Ms. Soehlke. The motion carried. (This item will appear on the consent agenda.)

**OTHER COMMITTEE RELATED BUSINESS**

President Mance presented a request to name the entrance hallway at PSOP the “Eugene Verdu Founder’s Hall” in honor of Eugene Verdu, founder of the Programs and Services for Older Persons program and former trustee of Southwestern Illinois College. Mr. Verdu founded PSOP some 50 years ago and served as the PSOP Director from 1975 to 2003 and was a member of the Southwestern Illinois College Board of Trustees from 2005 to 2021.

Mr. Roehrkaske moved, seconded by Mr. Hannon, to recommend the Board of Trustees approve the request to name the entrance hallway at PSOP the “Eugene Verdu Founder’s Hall”. Upon a roll call vote, those trustees voting aye were Mr. Roehrkaske and Mr. Hannon. Nays: none. Absent: Ms. Soehlke. The motion carried. (This item will appear on the consent agenda.)

**NEXT SCHEDULED MEETING**

The next scheduled meeting of the Planning and Policy Committee is Wednesday, December 14, 2022 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

**ADJOURNMENT**

Mr. Roehrkaske moved, seconded by Mr. Hannon, to adjourn the meeting at 6:05 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Board Secretary