



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
August 28, 2019**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522 was held Wednesday, August 28, 2019 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Robert G. Morton called the meeting to order at 5:00 p.m. and announced a quorum.

ROLL CALL

Trustees present:	Steve Campo Robert G. Morton Nick Raftopoulos Richard Roehrkasse Dejanae Thomas-Jackson, Student Trustee
Trustees absent:	John S. Blomenkamp Eugene Verdu

PUBLIC COMMENTS

Dr. Wayne Ault, Professor Emeritus of Political Science, addressed the Board of Trustees concerning retired faculty return to work. His comments are attached and are made part of the public record.

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. Trustee Campo requested the following appointment recommendations be pulled:

Item E.14.	Assistant Director of Human Resources
Item E.15.	Director of High School Partnerships & Recruitment
Item E.17.	Human Resources Generalist
Item E.19.	Dual Credit Liaison

MOTION 08-28-19:01

Ms. Thomas-Jackson moved, seconded by Mr. Raftopoulos, to:

- approve the minutes of the regular Board meeting of July 17, 2019; and the Executive Session of the regular Board meeting of July 17, 2019;
- approve first reading of proposed amendments to Board Policy 3002, Eligibility for Initial Employment, and Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff;
- amend agreement between Pepsi and Southwestern Illinois College to extend term through June 30, 2026;
- award the lowest responsible bid for FY20 athletic team travel to Huskey Trailways, Festus, MO in the amount of \$70,951;
- award renovation of Belleville Campus, Main Complex, Room 2160 to R. L. Vollintine Construction, Inc., Springfield, IL at a cost of \$46,923.43;
- adopt by title only: Resolution Declaring the Dates of the Fiscal Year, Providing for a Public Hearing on the Tentative Budget, and Publication of Notice of Said Hearing, Scheduling a Public Inspection of the Tentative Budget, and Publication of Notice of Such Public Inspection;
- adopt: Resolution Declaring the Dates of the Fiscal Year, Providing for a Public Hearing on the Tentative Budget, and Publication of Notice of Said Hearing, Scheduling a Public Inspection of the Tentative Budget, and Publication of Notice of Such Public Inspection;
- accept continuation of the Career and Technical Education-Perkins Postsecondary grant in the amount of \$946,215 for the period July 1, 2019 through June 30, 2020 to focus state and local efforts on continuously improving programs to facilitate the academic achievement of Career and Technical Education students;
- accept continuation of the Senior Service Coordination Program grant from the St. Clair County Housing Authority in the amount of \$72,000 for the period July 1, 2019 through June 30, 2021 to cover 100% of the Senior Service Coordinator Program Specialist's salary and 65% of the Office Clerk's salary and benefits;
- accept continuation of the Older Adult Services Counseling Program grant from the St. Clair County Mental Health 708 Board in the amount of \$82,445 for the period July 1, 2019 through June 30, 2020 to provide individual counseling, group support and information/referral, targeting seniors age 60 and older and caregivers of seniors and will fund 80% of the salary and benefits for the full-time Geriatric Consultant and 50% of the salary and benefits for the full-time Caregiver Consultant;
- accept continuation of the Retired Senior Volunteer Program grant in the amount of \$7,500 for the period April 1, 2019 through March 31, 2020 to provide volunteers for nonprofit agencies in St. Clair and Madison Counties and reimburse volunteers within certain guidelines;

- approve new agreement between John A. Logan College, District #530, Carterville, Illinois and Southwestern Illinois College, District #522 to allow John A. Logan College to offer dual credit Automotive Collision Repair courses to Collinsville High School students;
- approve renewal agreement between Caritas Family Solutions and Southwestern Illinois College, District #522 to replace a former agreement between AARP SCSEP and PSOP to allow PSOP to request the free services of enrollees from Caritas Family Solutions;
- approve renewal agreement between Caritas St. John Bosco Children’s Center 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 Greenville College and Southwestern Illinois College, District #522 to provide classroom use and other amenities to Greenville College to facilitate coursework offerings for upper division and graduate courses on the Belleville, Red Bud or Sam Wolf Granite City Campuses of Southwestern Illinois College;
- approve renewal agreement between Southern Illinois University Edwardsville (SIUE) and Southwestern Illinois College, District #522 to provide classroom use and other amenities to SIUE to facilitate coursework offerings for upper division and graduate courses on the Belleville, Red Bud or Sam Wolf Granite City Campuses of Southwestern Illinois College;
- accept gifts to the college;
- accept the resignation of Jeffrey Campbell, Adult Education ABE Specialist, effective close of business August 2, 2019;
- accept the resignation of Gina Walker, Adult Education Early School Leaver Coordinator for Madison County, effective close of business August 1, 2019;
- appoint Yolanda Dale, Daryl Jackson, Preston Mosley, Sherell Turner and Charles Ward to the five SWIC EE part-time grant-funded positions of ATS Driver effective September 3, 2019 at an hourly rate of \$12.79 each based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule for up to 28 hours per week and the continued receipt of external funding;
- appoint Cynthia Lilly to the full-time grant-funded SWIC EE position of ATS Dispatcher/Scheduler effective September 3, 2019 at an annual salary of \$30,016 and contingent upon the receipt of external funding;
- appoint Sarah Courtney to the part-time Public Safety Dispatcher position at the Belleville Campus effective September 3, 2019 at an hourly rate of \$10.38 according to the provisions of the Collective Bargaining Agreement between Southwestern Illinois

College and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2016-2019;

- appoint James Braden to the full-time administrative position of Systems Analyst Programmer effective August 29, 2019 at an annual salary of \$75,214 at salary grade 3 with employment subject to the Personnel Procedures for Administrators;
- appoint Michael Kronk to the full-time administrative position of Network Operations Center Manager effective September 16, 2019 at an annual salary of \$59,000 at salary grade 4 with employment subject to the Personnel Procedures for Administrators;
- appoint Lisa Funkhouser to the full-time SWIC EE position of Food Service Coordinator at the Sam Wolf Granite City Campus effective September 3, 2019 at an annual salary of \$31,847 which is Grade 5 of the SWIC Educational Employees IFT-AFT Local 6600 salary schedule;
- appoint Crishaena Meyer to the full-time SWIC EE position of Biology Laboratory Technician at the Belleville Campus effective September 3, 2019 at an annual salary of \$31,847 which is Grade 5 of the SWIC Educational Employees IFT-AFT Local 6600 salary schedule;
- appoint Anne Mastromatteo to the full-time SWIC EE position of Administrative Secretary, Arts & Humanities effective September 3, 2019 at Grade 5 of the SWIC Educational Employees IFT-AFT Local 6600 salary schedule;
- appoint Kathryn Carlton to the part-time SWIC EE position of Police Academy Assistant effective August 29, 2019 at an hourly rate of \$12.79 in accordance with the SWIC Educational Employees IFT-AFT Local 6600 salary schedule for up to 28 hours per week;
- appoint Jill Baudendistel and Jessica Hale to the two full-time administrative positions of Academic Advisor effective September 16, 2019 at an annual salary of \$40,000 each at salary grade 1 with employment subject to the Personnel Procedures for Administrators;
- appoint Myki Rhodes to the full-time administrative position of Veteran Services Coordinator effective September 3, 2019 at an annual salary of \$45,000 at salary grade 2 with employment subject to the Personnel Procedures for Administrators;
- appoint Rachel Chandler to the part-time SWIC EE position of Learning Resources Support Specialist in the Testing Center effective September 16, 2019 at an hourly rate of \$14.10 for up to 28 hours per week;
- appoint Kim Harrison to the part-time SWIC EE position of Learning Resources Support Specialist in the Testing Center effective September 3, 2019 at an hourly rate of \$14.10 for up to 28 hours per week;
- approve Barbara Mueth to the transferred appointment of Executive Assistant for the Chief Academic Officer effective August 29, 2019 at the same salary (\$46,166) and grade 2 with employment subject to the Personnel Procedures for Administrators;

- appoint Dr. Gina Segobiano to the full-time administrative position of Chief Academic Officer effective December 2, 2019 at an annual salary of \$149,500 at salary grade 10 with employment subject to the provisions of the Personnel Procedures for Administrators;
- hire full-time, part-time, quarter-time and minimum-time members in the Belleville AmeriCorps program for the 2019-2020 program year;
- hire two part-time non-union IDPH-Nurse Assistant Certification Examination Proctor positions at an hourly rate of \$25 each paid with revenue from SIU Carbondale for course administration:

Shannon Meier and Candice Rodgers;

- hire part-time faculty in the Health Sciences & Homeland Security Division for the Fall 2019 semester at an hourly rate of \$41.73 for 3.5 hours per week and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Karen Mason, Physical Therapist Assistant Instructor;

- hire part-time faculty in the Technical Education Division for the Fall 2019 semester and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Abraham Matthews, Aviation Maintenance Program
Tony Diebold, Computer Aided Drafting;

- hire Jeffrey Campbell to the position of part-time faculty member for Remedial Studies with additional duties effective September 3, 2019 at an instructional rate compensable to his years of experience and services at Southwestern Illinois College as an instructor for Adult Education; additional duties at an hourly rate of \$25.00 for six hours per week;
- hire part-time faculty, inclusive of additional duties, in the Adult Education Department effective September 3, 2019 at a minimum hourly rate of \$47.74 for instruction and \$25.00 for additional duties at six hours per week and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Kimberly Coley
Jonathan Haynes
Mechelle Howard

David Keel
Maria Knedel
Teresa Lynch

Ronald Simpson
Cynthia Swank
Janet Wolf;

- ratify the hire of part-time faculty for the Fall 2019 semester under emergency-hire conditions and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Arts & Humanities

Cara Kizer, Music (08.12.19)

Jennifer Rea, Music (08.12.19)
 Tarrell Campbell, Literature Instruction (08.12.19)
 Caitlyn Turner, English Instruction (08.12.19)
 Michelle Whitacre, English/Education (08.12.19)
 Andrew Cooperman, History (08.15.19)
 Jennifer Heady, Reading Development (08.15.19)

Business Division

Angela Louis, Office Administration Technology (08.12.19)
 Daniel Ragen, Network Design (08.12.19)

Math & Sciences

Paige Mettler-Cherry, Biology (08.12.19)
 James Enyart, Biology (08.12.19)

Technical Education

Elisa D'Antonio, Aviation Pilot Training (08.12.19);

- approve part-time coaching contract for the 2019-2020 academic year:

Larry Petri Men's Soccer, Head Coach	\$10,990
Adam Sanchez Men's Soccer, Assistant Coach	\$ 3,932
Jay Harrington Men's Basketball, Head Coach	\$12,360
Norm Toenjes Men's Basketball, Assistant Coach	\$ 4,204
Monty Aldrich Baseball, Head Coach	\$ 7,700
Baseball, Assistant Coach	\$ 3,400
Juergen Huettner Women's Soccer, Head Coach	\$ 7,880
Lindsay Eversmeyer Women's Soccer, Assistant Coach	\$ 3,600
Demetrius Zambrenca Women's Basketball, Head Coach	\$ 7,700
Mary Peterson Women's Basketball, Assistant Coach	\$ 3,600
Jeff Juenger Softball, Assistant Coach	\$ 3,400

Warren Thomas Volleyball, Head Coach	\$ 8,241
Chelsi Hummert Volleyball, Assistant Coach	\$ 3,600
Jaki Wright Cheerleading	\$ 4,400;

- create and to advertise a full-time administrative position of Director of Online Education at salary grade 6 per the administrator pay scale;
- create and to advertise two full-time administrative positions of Program Research Specialist at salary grade 1 per the administrator pay scale;
- create and to advertise a full-time administrative position of Human Resources (HR) Generalist at salary grade 3 per the administrator pay scale; and
- ratify the part-time and temporary faculty and staff actions for July 2019 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff.

Upon a roll call vote, those trustees voting aye were Ms. Dejanae Thomas-Jackson (advisory), Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, and Mr. Morton. Nays: None. Absent: Mr. Blomenkamp and Mr. Verdu. **PASSED**

APPROVAL OF BILLS

MOTION 08-28-19:02

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

Education Fund	\$1,173,639.32
Operations & Maintenance Fund	342,281.11
Restricted Purposes Fund	328,921.43
Trust & Agency Fund	17,023.45
Audit Fund	12,900.00
Liability, Protection & Settlement Fund	1,266,148.40
 Grand Total All Funds:	 \$3,140,913.71

Upon a roll call vote, those trustees voting aye were Ms. Dejanae Thomas-Jackson (advisory), Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, and Mr. Morton. Nays: None. Absent: Mr. Blomenkamp and Mr. Verdu. **PASSED**

EXECUTIVE SESSION

*Mr. Campo moved, seconded by Ms. Thomas-Jackson, to move into Executive Session at 5:25 p.m. to discuss personnel (5 ILCS 120/2(c)(1)) and collective bargaining (5 ILCS 120/2(c)(2)). Upon a roll call vote, those trustees voting aye were Ms. Dejanae Thomas-Jackson (advisory), Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, and Mr. Morton. Nays: None. Absent: Mr. Blomenkamp and Mr. Verdu. **PASSED***

There was consensus to return to regular session at 5:55 p.m.

PLANNING AND POLICY COMMITTEE

Chairman Roehrkaske stated the committee had no additional items.

FACILITIES AND FINANCE COMMITTEE

Chairman Roehrkaske stated the committee had no additional items.

PERSONNEL, PROGRAMS AND SERVICES

Chairman Morton referred to the items that were pulled from the consent agenda.

MOTION 08-28-19:03

Mr. Morton moved, seconded by Mr. Raftopoulos, to appoint Esther Snedigar to the reclassified full-time administrative position of Assistant Director of Human Resources effective September 16, 2019 at an annual salary of \$65,000 at salary grade 4 with employment subject to the provisions of the Personnel Procedures for Administrators. Upon a roll call vote, those trustees voting aye were Ms. Dejanae Thomas-Jackson (advisory), Mr. Raftopoulos, Mr. Roehrkaske, and Mr. Morton. Nays: Mr. Campo. Absent: Mr. Blomenkamp and Mr. Verdu. **PASSED**

MOTION 08-28-19:04

Mr. Morton moved, seconded by Mr. Roehrkaske, to appoint Kelly Bione to the retitled and restructured full-time administrative position of Director of High School Partnerships & Recruitment effective September 3, 2019 at an annual salary of \$61,000 at salary grade 4 with employment subject to the provisions of the Personnel Procedures for Administrators. Upon a roll call vote, those trustees voting aye were Ms. Dejanae Thomas-Jackson (advisory), Mr. Campo, Mr. Raftopoulos, Mr. Roehrkaske, and Mr. Morton. Nays: None. Absent: Mr. Blomenkamp and Mr. Verdu. **PASSED**

MOTION 08-28-19:05

Mr. Morton moved, seconded by Mr. Raftopoulos, to appoint Danielle Chambers to the retitled and restructured full-time administrative position of Human Resources Generalist at an annual salary of \$51,200 at salary grade 3 with employment subject to the provisions of the Personnel Procedures for Administrators. Upon a roll call vote, those trustees voting aye were Ms. Dejanae Thomas-Jackson (advisory), Mr. Campo, Mr. Raftopoulos, Mr. Roehrkaske, and Mr. Morton. Nays: None. Absent: Mr. Blomenkamp and Mr. Verdu. **PASSED**

MOTION 08-28-19:06

Mr. Morton moved, seconded by Mr. Roehrkaske, to appoint Brittany Pfeiffer to the reclassified full-time administrative position of Dual Credit Liaison effective September 3, 2019 at an annual salary of \$56,000 at grade level 3 with employment subject to the Personnel Procedures for Administrators. Upon a roll call vote, those trustees voting aye were Ms. Dejanae Thomas-Jackson (advisory), Mr. Campo, Mr. Raftopoulos, Mr. Roehrkaske, and Mr. Morton. Nays: None. Absent: Mr. Blomenkamp and Mr. Verdu. **PASSED**

REPORTS

President's Report

President Mance requested his report be read into the public record.

Illinois Community College Trustees Association

Trustee Roehrkaske stated the ICCTA Executive Committee Retreat was held August 2-3, 2019 at John A. Logan College in Marion. The president of the ICCTA Board of Representatives, Bob Thompson of Sauk Valley Community College, set out his goals for the coming year.

The next ICCTA Board of Representatives meeting will be held September 13-14, 2019 at the President Abraham Lincoln Springfield Doubletree Hotel in Springfield, Illinois. Revisions to the ICCTA Bylaws will be presented for adoption at that meeting. Trustee Roehrkaske serves as chairman of that committee.

Board Chair Morton appointed Trustee Nick Raftopoulos to serve as the ICCTA Alternate.

Attorney's Report

Mr. Hoerner stated he had nothing further.

MISCELLANEOUS

Board Chair Morton moved the September committee meetings to Monday, September 16 at 5:00 p.m. and the Board of Trustees meeting to Wednesday, September 25, 2019 at 5:00 p.m., immediately following the public hearing. Moving the meeting dates will negate the need for a special Board meeting to adopt the FY 2020 budget.

ADJOURNMENT

Mr. Raftopoulos moved, seconded by Ms. Thomas-Jackson, to adjourn the meeting at 6:02 p.m. The motion carried.

Approved: **09.25.19**

Respectfully submitted,

Robert G. Morton
Chair, Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

My name is Wayne Ault. I currently serve as Professor Emeritus of Political Science and am teaching one section of American Government.

During my tenure as a full-time faculty member, I personally taught more than 10,000 students. I also served as Dept. Chair, President of the Faculty Union and on the committee that wrote the college mission statement. Other retired faculty made similar contributions.

I believe that retired faculty are an underutilized human resource that can still make a difference in the lives of the students they teach and to the overall well-being of the college itself, if permitted to do so. In addition, there are few remaining full-time faculty, administrators, or board members who know the institutional history that retired faculty possess and which could prove to be beneficial to the college.

Those of us who have dedicated our lives to Southwestern Illinois College, whose passion for teaching and service to the college still burn bright, hope you will continue to grant us this honor and privilege. Thank you

August President's Report
from
Student & Community Development

AmeriCorps

- This program year, Belleville AmeriCorps at Southwestern Illinois College and the AmeriCorps Program is celebrating 25 years of “getting things done”! On August 23rd & 26th, Belleville AmeriCorps held an orientation for 18 new members at the Belleville Campus. The orientation included training, a review of policies, and a history of Belleville AmeriCorps at SWIC. These new members will act as tutors and volunteer coordinators at 13 elementary schools within Districts 118 & 175 in Belleville.
- Both members and district staff are excited about the prospect of beginning a new program year. Indeed, District 118 recently wrote, “Our AmeriCorps members are a vital part of the academic day. They provide extra help and tutoring for struggling students who might otherwise miss out. Because of the support our AmeriCorps team provides, these students are able to close the gap and make progress toward meeting their goals. AmeriCorps is truly a part of the 118 Family.”
- Belleville AmeriCorps will continue to recruit additional members for the 2019/2020 Program Year!

Community Education

- **The 2019 College for Kids program** was held during the last 3 weeks of June. Morning and afternoon sessions were held with 172 Children enrolled. This was the second year that we offered a free supervised lunch option for students enrolled in a morning and afternoon session. Students were required to bring a sack lunch and drink. A Community Ed staff member along with a student worker provided the student pickup and supervision. This option replaced the Kids Club Lunch option that we used in the past. We felt this was a good addition to our program. Classes were offered through 3 different contracted companies this year; the classes offered through Bricks 4 Kids were very popular again.
- **The 2019 Kids on Campus “Bright Learner” program** was held the week of July 29-August 2 with 219 students enrolled. This camp is offered through the Association of Bright Learners Education and Southwestern Illinois College. A parent workshop was offered again this year along with some new classes. The Robotics program is offered at 3 different levels and is still growing strong.
- Both summer kids programs ran well this year and the children all seemed to thrive and enjoy the programs.

Disability & Access Center

- Overall individualized disability-related accommodations increased 28% from FY '18 – FY '19 (7,299 to 9,348): examples include accommodated testing which increased almost 42% (1,406 to 1,996 -readers, scribes, use of specialized access technology/software, reduced distraction, extended time, etc.) and DAC individual faculty consultations which increased almost 24% (518 to 640).
- The majority of students served in the DAC have multiple disabilities which impact the need for various accommodation strategies.
- To date, 764 students with disabilities have enrolled for the fall semester; this number will continue to increase throughout the semester as more students seek

support. Eligibility for accommodations is determined through a comprehensive intake and assessment process, including a review of disability documentation from medical providers. This process ensures that the DAC effectively identifies those who are eligible for required accommodations, as well their eligibility for specific types of support.

- Each year, the college submits data to ICCB related to the number of students with disabilities, along with state-wide disability code information. 1,300 unduplicated students with disabilities, along with specific disability codes, were reported in FY '19.
- As part of DAC's plan to enhance overall college accessibility for persons with disabilities, two adjustable tables, a Merlin magnification/reader system, and access software were placed in the Belleville Campus Library for those needing this type of support when utilizing Library Services.
- The DAC participated in New Student Orientations at Belleville and Granite City to continue efforts of enhancing students' awareness of available accommodative support.

PSOP

- PSOP/RSVP and our volunteer site - VFW POST #1739 sent 506 *Cell Phones for Soldiers* – through our partnership recycling efforts during July.
- *Cell Phones for Soldiers - Minutes that Matter*, the charity's long-standing calling card program, has provided **more than 300 million minutes of free talk time for troops and veterans**. Since its creation in July, 2012, *Helping Heroes Home* has assisted more than **3,100 veterans** with one-time emergency needs such as communications services; paying for rent to avoid eviction; imperative car repairs; and more.
- Due to the mobile phone recycling program, **more than 15 million cell phones have been recycled since 2004, thus reducing the impact on landfills**. PSOP/RSVP and the VFW Post #1739 have been collection sites for **Cell Phones for Soldiers** since 2011.
- **PSOP Activities** recently held their annual *Project ReRunway: Bon Voyage* to a sold-out crowd. Funds from SWIC's Foundation's Enhancement Grant allowed this event to be even more spectacular!

Library Services

- Assisted the Diversity & Inclusion committee in developing a fall semester calendar of events to enhance Diversity Awareness initiatives at SWIC; planned specific library events and activities that will be initiated this semester.
- Presented library updates to all full-time faculty during the fall 2019 Faculty Opening Week meeting. Information regarding changes to library resources, the new location of the children's literature collection, and reminders to faculty to schedule library instruction sessions and update the library's textbook collection was shared.

Student Life Services

- Student Life and the NSO Committee hosted New Student Orientation on August 8 and August 9. Three sessions were offered over the two days. A total of 358 students and 230 guests attended the event; 18 self-identified as a Veteran.
- Student Life kicked off the 19/20 academic year with Welcome Week. Staff from College Activities, Career Services, IL Worknet, Student & Community Development and the Success Center welcomed and directed students on Monday, Tuesday and Wednesday. College Activities hosted Chalk the Walk and Bubbles, Bubbles, and More Big Bubbles at both Belleville and Sam Wolf Granite City Campus during the week. RBC, SWGCC

and BC all enjoyed an Ice Cream Social event featuring Free Bobby's Frozen Custard Concretes!

- Upcoming Events: Sept. 4- Club Fest; Sept. 10- American Red Cross Blood Drive at Belleville Campus and Red Bud Campuses; Sept. 11- 9-11 Remembrance Ceremony.

Student & Community Development Officer

- Conducted Faculty Training on the S-CBITAT program and referral process; thoroughly reviewed updated proposal of Board Policy #4030 that has gone forward for first reading, and provided information on the revised Behavioral Incident Report and Red Flag Behavior referral form. Participant response was extremely positive; evidenced by positive feedback on the workshop evaluations.
- Facilitated multiple group discussions that resulted in the comprehensive review and development of updated #7021 Board Policy and #7021 Administrative Procedures; presented revised policy/procedures for review and inclusion on Board Agenda in order to formalize necessary changes based on mandated changes in federal guidelines, Title IX training and staffing updates.
- Completed the annual Student Handbook project as outlined in Board Policy 4017; ensured that the Handbook was appropriately updated and available for district-wide students' review via the college website prior to the beginning of the fall semester.
- Completed the annual Student Rights & Conduct Guideline revision project as outlined in Board Policy 4017; ensured that the updated Guidelines were displayed district-wide in every classroom and multiple campus locations.
- Personally greeted and welcomed every participant at the sold-out Project ReRunway: Bon Voyage at PSOP in an effort to further build relations between SWIC and the community.
- Welcomed students, family members and friends at each session of New Student Orientation as a means of early rapport building.
- Greeted, welcomed and assisted new students during the annual Meet & Greet initiative the first week of fall semester.
- Participated in the Campus Violence Prevention Committee/Sexual Assault Task Force Meeting: presented S-CBITAT training slides to the group to ensure understanding of the district-wide process for referring and assisting student who demonstrate Red Flag Behaviors; presented district-wide Title IX updates including participation in annual mandated training conducted by D. Stafford, selection and training of 5 Title IX investigators, and subsequent joint efforts to thoroughly review, discuss, develop and recommend a revised Board Policy inclusive of mandated changes in federal guidelines.
- Provided individualized troubleshooting efforts for students facing various barriers so that fall semester enrollment was possible.
- Participated in and followed up on the project to revitalize the overall appearance of the Belleville Campus Cafeteria to highlight SWIC's colors and provide a welcoming atmosphere; public response to the updates has been very positive. Ongoing conversations about additional improvements are in progress.