



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
July 17, 2019**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522 was held Wednesday, July 17, 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.

ROLL CALL

Trustees present:

Steve Campo
Robert G. Morton
Nick Raftopoulos
Richard Roehrkas
Philip L. Smith
Eugene Verdu

Trustees absent:

John S. Blomenkamp
Dejanae Thomas-Jackson, Student Trustee

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. Mr. Morton pulled the following appointments:

- Item X.2. ATS Dispatcher/Scheduler
- Item X.4. Public Safety Dispatcher
- Item X.10. Assistant Director of Human Resources

Trustee Campo requested the following appointment be pulled:

- Item X.11. Transfer of Barbara Mueth

Chairman Morton stated the appointments would be referred back to the Personnel, Programs and Services Committee.

MOTION 07-17-19:01

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

- approve the minutes of the special Board meeting of June 13, 2019; the Executive Session of the special Board meeting of June 13, 2019; the regular Board meeting of June 19, 2019; and the Executive Session of the regular Board meeting of June 19, 2019;
- approve renewal of policies and premiums with Alliant/Mesirow Insurance Services, Chicago, IL for the college's FY 2020 insurance program;
- approve the FY 2019 Examination Services Engagement Letter with CliftonLarsonAllen, Belleville, IL;
- adopt by title only Resolution Authorizing Permanent Operating Transfers of Funds;
- adopt Resolution Authorizing Permanent Operating Transfers of Funds, subject to review by the college attorney;
- dispose of Konica copier inventory per listed manufacturer serial number and SWIC property tag numbers;
- accept continuation of the St. Clair County Community Development grant in the amount of \$24,000 for the period July 1, 2019 through December 31, 2019 to fund tuition and fees for a minimum of 30 adult education students who are St. Clair County residents and approved for enrollment in training programs offered by the Adult Education Department;
- accept continuation of the Senior Companion Program grant from the Corporation for National and Community Service in the amount of \$393,160 for the period July 1, 2019 through June 30, 2020 to provide volunteer services by income eligible adults age 55 and older to those at risk of institutionalization;
- accept continuation of the Foster Grandparent Program grant from the Corporation for National and Community Service in the amount of \$276,703 for the period July 1, 2019 through June 30, 2020 to provide mentoring and tutoring to special needs children ranging in age from infancy to 21;
- accept continuation of the IL Department on Aging Senior Companion Program grant in the amount of \$22,050 for the period July 1, 2019 through June 30, 2020 to provide matching funds to the federal grant which provides volunteer services by income eligible adults age 55 and older to those at risk of institutionalization;
- accept continuation of the Village of Shiloh grant from the Village of Shiloh in the amount of \$20,000 for the period July 1, 2019 through June 30, 2020 to provide recreational and social activities at the Senior Center in the Village of Shiloh;

- accept renewal of the Illinois Cooperative Work Study grant awarded through the Illinois Board of Higher Education (IBHE) in the amount of \$13,782.61 for the period July 1, 2019 through August 31, 2020 to support student cooperative work study programs in higher education;
- approve new agreement between Accelerated Rehabilitation Centers, Ltd., (collectively Athletico), Belleville, Illinois 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 Marshall Browning Hospital, DuQuoin, Illinois 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 Memorial Regional Health Services on behalf of Memorial Hospital Belleville and Memorial Hospital 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 St. Francis Hospital, Litchfield, Illinois 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 Touchette Regional Hospital, Centreville, Illinois 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 Southern Illinois University Carbondale and Southwestern Illinois College, District #522 to allow SIUC to offer Aviation Management courses on SWIC's Belleville Campus on weekends;
- approve renewal agreement between St. Clair County Intergovernmental Agency and Southwestern Illinois College, District #522 for the WIOA-Out of School Youth Program offered by SWIC's Adult Education Department to provide comprehensive support and educational services to individuals 16-24 living in St. Clair and Randolph Counties who are not attending school and would like to complete their secondary level of education and participate in work-site learning experiences related to their career choice;
- accept gifts to the college;
- accept the resignation of Troy Krimminger, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business June 28, 2019;
- accept the resignation of Lisa Guebert, Evaluation Specialist in the Student Services Division, effective close of business July 12, 2019;
- accept the retirement notification of Jacquelyn Petty, Accounting Technician, effective close of business August 31, 2020;

- appoint Lynn Hatcher, Andra Lang and Thomas Maul to the three part-time grant-funded SWIC EE positions of ATS Driver effective August 1, 2019 at an hourly rate of \$12.79 each based on the SWIC EE IFT-AFT Local 6600 Salary Schedule for up to 28 hours per week and subject to the continued receipt of external funding;
- appoint Patrick Stripling and Kenneth Townsend to the two part-time Custodian positions at the Belleville Campus effective August 1, 2019 at an hourly rate of \$12.14, Local 148, AFL-CIO;
- appoint Erica Field to the part-time SWIC EE position of Academic Records Evaluator effective August 1, 2019 at an hourly rate of \$18.98 for up to 28 hours per week;
- appoint Jacob Cook to the part-time SWIC EE position of Computer Lab Assistant at the Sam Wolf Granite City Campus Success Center effective August 1, 2019 at an hourly rate of \$13.38 for up to 28 hours per week;
- appoint Nicole Marshall to the part-time SWIC EE position of Employment Training Specialist effective August 1, 2019 at an hourly rate of \$20.31 for up to 28 hours per week;
- appoint Kathleen Dannenberg to the full-time administrative position of Information Security Manager at the Belleville Campus with district-wide responsibilities effective July 18, 2019 at an annual salary of \$67,000 at salary grade 4 and subject to the provisions of the Personnel Procedures for Administrators;
- hire part-time faculty in the Arts & Humanities 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:

Ashley Ray: History, \$57.75 per contact hour
 John Lauth: History, \$57.75 per contact hour
 Patti Wright: Anthropology, \$61.48 per contact hour
 Zachary Schwartz, Political Science, \$46.23 per contact hour;

- hire part-time faculty in the Business 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:

Tom Fleming, Networking;

- hire part-time faculty in the Health Sciences & Homeland Security 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:

Rita Campbell: Sign Language Studies, Part-time Faculty, \$41.73 per contact hour
 Sign Language Studies LACE, \$20.37 per hour

Ronald Selinger: Sign Language Studies, Part-time Faculty, \$46.23 per contact hour
 Sign Language Studies LACE, \$20.37 per hour;

- hire part-time faculty in the Math & Sciences 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:

Drew Imhoff: Math, \$57.78 per contact hour
 Carmel Martin-Fairey: Biology, \$61.48 per contact hour
 Neil Micnheimer: Biology, \$61.48 per contact hour
 Raymond Myers: Earth Science, \$46.23 per contact hour
 Joshua Saunders: Engineering, \$41.73 per contact hour
 Robert Steward: Math, \$46.23 per contact hour
 Field Walters: Chemistry, \$57.78 per contact hour;

- hire a sufficient number of student workers to staff the Enrollment Development and Institutional Planning Division for Academic Year 2019-2020;
- hire a sufficient number of student workers in Information Technology to maintain two workers throughout FY20;
- hire a sufficient number of student workers to staff the Student & Community Development Division;
- hire a part-time non-union instructor in the Community Education Department for the Summer 2018 “Kids on Campus” program:

Fatima Gonzales: Hola!

- reclassify part-time grant-funded SWIC EE (ATS) ATS Drivers Carla Milton and Teresia Moore-Young to part-time grant-funded positions of Garage Operation Coordinator effective August 1, 2019 at their current hourly rate of pay;
- create and to advertise two part-time SWIC EE positions of Greenhouse Technician at the Belleville Campus; and
- ratify the part-time and temporary faculty and staff actions for June 2019 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff.

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

APPROVAL OF BILLS

MOTION 7-17-19:02

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

Education Fund	\$2,650,239.91
Operations & Maintenance Fund	343,802.35
Bond & Interest Fund	300.00
Restricted Purposes Fund	384,728.82

Trust & Agency Fund	19,512.86
Audit Fund	1,125.00
Liability, Protection & Settlement Fund	143,792.42
 Grand Total All Funds:	 \$3,543,501.36

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

PLANNING AND POLICY COMMITTEE

Chairman Roehrkasse stated the committee had no additional items.

FACILITIES AND FINANCE COMMITTEE

Chairman Roehrkasse stated the committee had no additional items.

PERSONNEL, PROGRAMS AND SERVICES

Chairman Morton stated the committee had no additional items.

EXECUTIVE SESSION

*Mr. Raftopoulos moved, seconded by Mr. Smith, to move into Executive Session at 5:14 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 Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Ms. Dejanae Thomas-Jackson (advisory) and Mr. Blomenkamp. **PASSED***

There was consensus to return to regular session at 5:34 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

There was no action as a result of Executive Session.

REPORTS

President's Report

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

Mr. Mance extended birthday wishes to Trustee Blomenkamp, who celebrated a birthday July 7, and to Board Secretary Fiss, who celebrates her birthday tonight. Mr. Mance thanked them for their work on behalf of the college.

Illinois Community College Trustees Association

Trustee Roehrkasse stated the ICCTA Executive Committee Retreat will be held August 2-3, 2019 at John A. Logan College in Marion. The new president of the ICCTA Board of Representatives will 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.

Attorney's Report

Mr. Hoerner stated he had nothing further.

ADJOURNMENT

Mr. Smith moved, seconded by Mr. Verdu, to adjourn the meeting at 5:39 p.m. The motion carried.

Approved: **08.28.19**

Respectfully submitted,

Robert G. Morton
Chair, Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

July President's Report
from
Student & Community Development

AmeriCorps

- 64 AmeriCorps members participated in four neighborhood Clean-Up Campaigns in June. The members spent several hours picking up trash in four neighborhoods near the four summer camps of School Districts #118 & #175 in Belleville.
- 64 members of Belleville AmeriCorps served the city of Belleville by acting as safety patrols across Belleville to over 1500 bicyclists at the 14th Annual Tour de Belleville on July 12th.
- 8 members of Belleville AmeriCorps helped with the children's activities at the Old Town Farmer's Market in Belleville in June and July.

Disability & Access Center

- The Disability & Access Center provided 9,348 individualized accommodations for students with disabilities in FY '19 to ensure equal access and legal compliance based on ADA and Section 504 requirements.
- The Disability & Access Center facilitated 641 individual consultations with faculty in FY '19 in order to ensure awareness and understanding of accommodations identified for students with disabilities and to resolve access issues in the classroom. The DAC's online Faculty Resource Manual was updated and made available to all faculty/staff.
- The Disability & Access Center facilitated 75 individual consultations with community agency staff and high school personnel to address the comprehensive needs of students served during FY '19 to help them achieve successful enrollment and retention.
- The Disability & Access Center collaborated with IT in creating an "Accessibility" page for the website that highlights the various institutional accessibility features SWIC has to offer all students with access needs. Some of the highlights include FM Hearing Assist Systems for the theaters, Access Stations in various student support areas, ReadSpeaker text-to-speech technology on the Website and Blackboard, and DAC student services and accommodations.
- Student satisfaction and customer service are continuously prioritized in the Disability & Access Center; subsequently, an overall 4.9 level of satisfaction on a 5.0 scale was maintained during FY '19 based on student evaluations.

PSOP

- The **PSOP Activities Program** celebrated *No Place on Earth like Shiloh* on June 5th with over 250 seniors who all had a great time playing BINGO under the pavilion and dancing inside Klucker Hall in Shiloh. Volunteers from area assisted living communities donated food and prizes and helped with the annual senior picnic. Aliens and seniors would often go from dancing with the RSVP Orchestra to sitting outside winning prizes for games and then back in again.
- **PSOP Golf League:** More than 40 seniors come out every Monday morning to play golf at Yorktown Golf Course as one of the opportunities through the **PSOP Activities Program**; Clarence, our 101 year old golfer, plays 18 holes with everyone else. Every Wednesday morning we have about 30 golfers; Clarence doesn't participate because he bowls on Wednesdays!

- 4204 Restaurant was the June location for the **PSOP Activities** monthly Dine-Around. They had a booming business on their Monday night Steak night with 31 of our seniors eating there.
- Fletchers Restaurant was **PSOP Activities Program** June's 'lunch bunch' location; we had 19 seniors eating lunch and checking out the restaurant's new conservation area. Judy celebrated her 80th birthday with us, and said she "wanted to be with her PSOP family for her birthday!"

Student & Community Development Officer

- Ensured quality Student Development by facilitating CBITAT/Disciplinary meetings and providing mentoring support to enhance successful SWIC student experiences.
- Continued research and plan consideration related to a "College for Life" programming opportunity at SWIC.
- Continued effort to develop a revised #7021 Board Policy and #7021 Administrative Procedures.
- Continued effort to finalize the annual Student Handbook revision project as outlined in Board Policy 4017 in preparation for the 2019-2020 district wide availability via the college website and distribution by request.
- Continued effort to finalize the annual Student Rights & Conduct guideline revision project as outline in Board Policy 4017, to ensure updated materials are prepared for 2019-2020 district-wide distribution.