



**BOARD OF TRUSTEES**  
**Community College District No. 522**  
**Marsh Conference Room**  
**Belleville Campus**  
**November 15, 2017**

**AGENDA**

- I. CALL TO ORDER AT 6:00 P.M. BY CHAIRMAN**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL BY SECRETARY**
- IV. PUBLIC COMMENTS**
- V. CONSIDERATION OF APPROVAL OF ITEMS ON THE CONSENT AGENDA**

- **VI. APPROVAL OF MINUTES**
  - A. Regular Board Meeting of October 18, 2017**
  - B. Executive Session of October 18, 2017**
  - C. Special Board Meeting of October 30, 2017**

**VII. APPROVAL OF BILLS**

<b>Education Fund</b>	<b>\$1,737,341.46</b>
<b>Operations &amp; Maintenance Fund</b>	<b>200,041.90</b>
<b>Operations &amp; Maintenance Fund-Rest</b>	<b>47,989.76</b>
<b>Restricted Purposes Fund</b>	<b>299,454.40</b>
<b>Trust &amp; Agency Fund</b>	<b>7,782.00</b>
<b>Audit Fund</b>	<b>10,000.00</b>
<b>Liability, Protection &amp; Settlement Fund</b>	<b>22,135.71</b>
<b>Self Insurance Fund</b>	<b>152,284.75</b>
<b>Grand Total All Funds:</b>	<b>\$2,477,029.98</b>

■ **VIII. PLANNING AND POLICY COMMITTEE REPORT**

**A. ADOPTION OF PROPOSED AMENDMENTS TO BOARD POLICY 3005 AND ADMINISTRATIVE PROCEDURE 3005AP**

1. **Consideration of the recommendation to adopt proposed amendments to Board Policy 3005 and Administrative Procedure 3005AP, Recruitment, Selection and Appointment of Full-time Faculty and Staff.**

■ **IX. FACILITIES AND FINANCE COMMITTEE REPORT**

**A. BID AWARD**

1. **Consideration of the recommendation to award the Emergency Diesel Generator project at the Sam Wolf Granite City Campus to Guarantee Electrical Construction, Granite City, IL at a proposed total budget of \$515,776 financed with FY 2017 PHS and excess PHS funds.**

**B. CALENDAR YEAR 2017 TAX LEVY RESOLUTION**

1. **Consideration of the recommendation to adopt tax levy resolution by title only.**
2. **Consideration of the recommendation to adopt Resolution Adopting Calendar Year 2017 Tax Levy.**

**RESOLUTION ADOPTING CALENDAR YEAR 2017 TAX LEVY**

<b>Education Fund</b>	<b>\$ 8,925,290.00</b>
<b>Operations and Maintenance Fund</b>	<b>1,893,243.00</b>
<b>Education and Operations and Maintenance Funds</b>	<b>9,209,276.00</b>
<b>Liability, Protection, and Settlement Fund</b>	<b>4,250,000.00</b>
<b>Audit Fund</b>	<b>60,000.00</b>
<b>Operations and Maintenance Fund (Restricted)- Protection Health and Safety Levy</b>	<b>3,000,000.00</b>
<b>Total Aggregate Tax Levy</b>	<b>\$27,337,809.00</b>

**C. PURCHASE OF COMPASS NAVIGATOR**

1. **Consideration of the recommendation to purchase Compass Navigator provided by Compass Professional Health Services, Dallas, TX at an approximate annual cost of \$22,980, with final cost determined upon completion of 2018 medical insurance enrollment.**

**D. DISPOSAL OF COMPUTER EQUIPMENT**

1. **Consideration of the recommendation to dispose of computer equipment per Board Policy 6008 and Administrative Procedure 6008AP, Disposal of College Property.**

**E. REPLACEMENT OF MICROSOFT SERVER LICENSES**

- 1. Consideration of the recommendation to purchase 16 dual core Microsoft SQL Server licenses; one Windows standard license; and one Exchange Server Enterprise license from Dell, Round Rock, TX at a total cost of \$43,763.81.**

**■ X. PERSONNEL, PROGRAMS, AND SERVICES COMMITTEE REPORT**

**A. GRANTS**

- 1. Consideration of the recommendation to accept grant awards.**

**B. AGREEMENTS**

- 1. Consideration of the recommendation to approve agreements.**

**C. GIFTS TO THE COLLEGE**

- 1. Consideration of the recommendation to accept gifts to the college.**

**D. COURSE FEE ADJUSTMENTS**

- 1. Consideration of the recommendation to approve course fee adjustments.**

**E. RESIGNATION**

- 1. Consideration of the recommendation to accept the resignation of Sarah Hellin, Registration Coordinator in the Enrollment Services Division, effective close of business November 7, 2017.**

**F. RETIREMENT NOTIFICATION**

- 1. Consideration of the recommendation to accept the retirement notification of Cindy Broyles, Assistant Director of Human Resources/Benefits Specialist, effective close of business October 27, 2017.**

**G. APPOINTMENTS**

- 1. Consideration of the recommendation to appoint the full-time grant-funded administrative position of Youth Services Coordinator-Randolph County, effective December 1, 2017 at an annual salary of \$39,000 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding.**
- 2. Consideration of the recommendation to appoint the full-time grant-funded administrative position of Youth Services Coordinator-St. Clair County, effective December 1, 2017 at an annual salary of \$38,000 and subject to the Personnel Procedures for Administrators and the continued receipt of external funding.**

3. **Consideration to appoint the full-time, grant-funded administrative position of AmeriCorps Project Director effective November 16, 2017 at an annual salary of \$39,000 and subject to the Personnel Procedures for Administrators and contingent upon the continued receipt of external funding.**
4. **Consideration of the recommendation to appoint the full-time administrative position of Academic Advisor in the Enrollment Services Division effective December 1, 2017 at an annual salary of \$36,000 and subject to the Personnel Procedures for Administrators.**
5. **Consideration of the recommendation to appoint the full-time administrative position of Academic Advisor in the Enrollment Services Division effective January 2, 2018 at an annual salary of \$36,000 and subject to the Personnel Procedures for Administrators.**

**H. PART-TIME COACHING CONTRACTS FOR FY18**

1. **Consideration of the recommendation to initiate coaching contracts for the 2017-2018 academic year:**

	<u><b>FY18</b></u>
<b>Steve Campo</b> <b>Men's Basketball Assistant Coach</b>	<b>\$1,602</b>
<b>Norm Toenjes</b> <b>Men's Basketball Assistant Coach</b>	<b>\$1,602</b>
<b>Demetrius Zambrenca</b> <b>Women's Basketball Head Coach</b>	<b>\$6,000</b>
<b>Danielle Duncan</b> <b>Women's Basketball Assistant Coach</b>	<b>\$2,400</b>
<b>Jeff Juenger</b> <b>Softball Assistant Coach</b>	<b>\$2,400</b>

**I. REQUEST TO TRANSFER**

1. **Consideration of the recommendation to approve the transfer of full-time Commissioned Public Safety Officer Cody Daily from the Sam Wolf Granite City Campus to the Belleville Campus effective December 1, 2017, subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and the Illinois Council of Police (ICOPS)-Southwestern Illinois College Chapter, 2012-2016.**

**J. REQUEST FOR UNPAID LEAVE OF ABSENCE/PARENTAL LEAVE**

1. Consideration of the recommendation to approve an unpaid leave of absence/parental leave for Rebecca Addison effective retroactive September 13, 2017 with a return date not to exceed six months (March 12, 2018) in accordance with the College Bargaining Agreement: Article C - Holidays and Leaves, Section 5. Unpaid Leaves, A.6.

**K. REQUEST TO HIRE**

1. Consideration of the recommendation to hire a sufficient number of student workers in the Business Division at the Belleville Campus to fill 75 hours of work per week for the spring 2018 semester.
2. Consideration of the recommendation to hire a sufficient number of student workers in the Business Division at the Sam Wolf Granite City Campus to fill 35 hours of work per week for the spring 2018 semester.
3. Consideration of the recommendation to hire the following part-time faculty in the Business Division for the spring 2018 semester:

David Laufer	Culinary Arts & Food Management
Manav Misra	Computer Information Systems
Jerrold Burkhart	Paralegal Studies
David North	Computer Information Systems

4. Consideration of the recommendation to re-hire the following part-time faculty in the Business Division for the spring 2018 semester:

Michel McVey	Marketing
Kelli Ponce	Computer Information Systems
Fred McNitt	Computer Information Systems

5. Consideration of the recommendation to hire Lisa Funkhouser to the part-time SWIC EE position of Culinary Arts Kitchen Manager in the Business Division at a starting salary of \$15.75 per hour effective November 16, 2017.

**L. RATIFICATION OF MONTHLY NOTIFICATION OF PART-TIME PERSONNEL**

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

**XI. EXECUTIVE SESSION TO DISCUSS COLLECTIVE BARGAINING (5 ILCS 120/2(c)(2)) AND PERSONNEL MATTERS (5 ILCS 120/2(c)(1))**

**XII. POSSIBLE ACTION/S TAKEN AS A RESULT OF EXECUTIVE SESSION**

**XIII. REPORTS**

**A. PRESIDENT**

**B. ILLINOIS COMMUNITY COLLEGE TRUSTEE ASSOCIATION**

**C. BOARD ATTORNEY**

**XIV. MISCELLANEOUS**

**XV. ADJOURNMENT**