



**BOARD OF TRUSTEES
Community College District No. 522
Belleville Campus
Marsh Conference Room
July 17, 2024
5:30 p.m.**

AGENDA

- I. CALL TO ORDER 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. Public Hearing of June 26, 2024**
 - B. Regular Board Meeting of June 26, 2024**
 - C. Executive Session of June 26, 2024**

VII. APPROVAL OF BILLS

Education Fund	\$4,377,804.98
Operations & Maintenance Fund	337,503.69
Operations & Maintenance Fund-Rest	949,961.96
Auxiliary Enterprise Fund	92,482.89
Restricted Purposes Fund	1,548,184.32
Trust & Agency Fund	16,216.76
Audit Fund	19,600.00
Liability, Protection & Settlement Fund	71,179.40
Grand Total All Funds:	\$7,412,934.00

■ VIII. PLANNING AND POLICY COMMITTEE REPORT

A. REVIEW OF BOARD POLICIES

- 1. Consideration of the recommendation to approve review of the following Board Policies:**

- 3001 Employment and Payroll Records Retention**
- 3004 Equal Employment Opportunity**
- 3006 Staff Qualifications**
- 3008 Faculty and Staff Ethics**
- 3010 Related Party Transactions**
- 3013 Externally Funded Employment**
- 3014 Employee vs. Independent Contractor**
- 3019 Faculty Tenure**
- 4005 Enrollment**
- 4011 Evaluation of Prior Knowledge, Experience, and transfer Credit**
- 5013 Artistic Expression**
- 7009 Mail Services**
- 7011 Use of College Supplies and Equipment**
- 8001 Foundation Mission and Relationship to College**
- 8006 Extension Centers - Function and Philosophy**
- 8009 Non-Credit Community Service Activities (CSA) Classes**
- 8010 Economic Development Activities**
- 8014 Senior Citizens Tuition Waiver**

B. FIRST READING OF NEW BOARD POLICY 6012

- 1. Consideration of the recommendation to approve first reading of new Board Policy 6012: Written Information Security Program.**

C. FIRST READING OF PROPOSED AMENDMENTS

- 1. Consideration of the recommendation to approve first reading of the proposed amendments to the following Board Policies:**

- 4002 Equal Education Opportunity
- 4013 Student Records and Privacy
- 4017 Student Handbook and Catalog
- 4027 Identification (ID) Cards
- 4028 Students with Disabilities
- 6007 Purchasing

D. ELIMINATION OF BOARD POLICY

1. Consideration of the recommendation to eliminate Board Policy 6017: Receiving.

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

A. BID AWARDS

1. Consideration of the recommendation to award the lowest responsible bid for the boiler replacement at the Sam Wolf Granite City Campus to Haier Plumbing and Heating, Inc., Okawville, IL in the amount of \$242,424.00 and to FGM Architects, Inc., O'Fallon, IL in the amount of \$34,800.00 utilizing Protection, Health, and Safety funds.
2. Consideration of the recommendation to award the lowest responsible bid for the replacement of air handler units 5 and 6 at the Belleville Campus, Main Complex, Phase 2 to Hock Mechanical, Millstadt, IL in the amount of \$901,674.00 and to FGM Architects, O'Fallon, IL in the amount of \$92,000.00 utilizing Protection, Health, and Safety funds.

B. PURCHASES/AGREEMENTS

1. Consideration of the recommendation to purchase and install automated building controls at the Belleville Campus, Liberal Arts Complex from Trane, Fenton, MO in the amount of \$89,876.00 utilizing budgeted capital funds.
2. Consideration of the recommendation to purchase exercise equipment at the Southwestern Illinois Justice & Workforce Development Campus from Advanced Exercise, Littleton, CO in the amount of \$388,615.81 utilizing Southwestern Illinois Justice & Workforce Development Campus funds.
3. Consideration of the recommendation to purchase expanded internet bandwidth at the Sam Wolf Granite City Campus from Illinois Century Network, Highland, IL in the amount of \$300.00 per month for the period July 1, 2024 through June 30, 2029 utilizing budgeted departmental funds.

C. FY 2025 INSURANCE PROGRAM

1. **Consideration of the recommendation to approve the renewal of policies and premiums with Alliant Insurance Services, Chicago, IL in the amount of \$3,119,424.00 for the college's FY 2025 insurance program.**

D. FY 2026 RAMP

1. **Consideration of the recommendation to approve the FY 2026 Resource Allocation and Management Program (RAMP) and submit to ICCB.**

E. DISPOSAL OF CAPITAL ASSETS

1. **Consideration of the recommendation to dispose of the following capital assets according to Administrative Procedure 6008AP:**

**Smartboard 70" tag #00016565
Smartboard 65" tag #00015817
Smartboard 65" tag #00015816
Smartboard 65" tag #00015815
Smartboard 70" tag #00016564
Smartboard 70" tag #00016566
Scanner Digital Fujitsu tag #00000456
Scanner Digital Fujitsu tax #00000465
HP Designjet 1050 Plus printer tag #00000304**

■ 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. RESIGNATIONS

1. **Consideration of the recommendation to accept the following resignations:**

**Andre Hill, Accountant I
Liz Jennings, Associate Director of the Foundation
Misty Dickey, Nursing Education Instructor
Judith Martin, General Laboratory Technician
Jennifer Van Wyk, Assistant Professor of Chemistry**

D. RETIREMENT NOTIFICATION

- 1. Consideration of the recommendation to accept the retirement notification of Sheila Willis, Student services Coordinator effective close of business June 28, 2024.**

E. APPOINTMENTS

- 1. Consideration of the recommendation to appoint the full-time position of Industrial Technology/Precision Machining Coordinator/Instructor effective August 12, 2024 at an annual base salary of \$55,088 (Below Master's - Step 8) of the 2023-2024 Salary Schedule.**
- 2. Consideration of the recommendation to appoint the full-time position of Sociology Instructor effective August 1, 2024 at up to two equated hours calculated according to the salary schedule for 2023-2024 Academic Year; effective August 16, 2024 the base salary will be \$51,976, Step 1, Master's 0-14 of the Faculty Salary Schedule.**
- 3. Consideration of the recommendation to appoint the full-time grant-funded administrative position of Coordinator of Health Sciences Success effective August 1, 2024 at an annual salary of \$47,000 with employment subject to the provisions of the Personnel Procedures for Administrators.**
- 4. Consideration of the recommendation to appoint the full-time grant-funded administrative position of Coordinator of Nursing Success effective August 1, 2024 at an annual salary of \$50,000 with employment subject to the provisions of the Personnel Procedures for Administrators.**
- 5. Consideration of the recommendation to appoint the full-time administrative position of Math Success Coach effective August 1, 2024 at an annual salary of \$46,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.**
- 6. Consideration of the recommendation to appoint the full-time administrative position of English Success Coach effective August 1, 2024 at an annual salary of \$46,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.**
- 7. Consideration of the recommendation to appoint the full-time administrative position of Recruitment and Retention Specialist effective August 1, 2024 at an annual salary of \$38,000, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators.**
- 8. Consideration of the recommendation to appoint the full-time administrative position of College Inclusion and Recruitment Specialist effective August 1, 2024 at an annual salary of \$40,000, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators.**

9. **Consideration of the recommendation to ratify the emergency hire of the full-time position of Public Safety Commissioned Officer at the Belleville Campus effective June 18, 2024 at an annual salary of \$45,760 with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Policemen's Benevolent Labor Committee-SWIC Public Safety Employees Union, 2022-2025.**
10. **Consideration of the recommendation to appoint the full-time position of Public Safety Commissioned Officer at the Belleville Campus effective August 1, 2024 at an annual salary of \$45,760 with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Policemen's Benevolent Labor Committee-SWIC Public Safety Employees Union, 2022-2025.**
11. **Consideration of the recommendation to appoint the full-time SWIC EE position of Instructional Support Technician effective August 1, 2024 at an annual salary of \$37,800 and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO.**
12. **Consideration of the recommendation to appoint the full-time SWIC EE position of Secretary for Instructional Services at the Belleville Campus effective August 1, 2024 at an annual salary of \$31,548 and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO.**

F. AUTHORIZATION TO HIRE

1. **Consideration of the recommendation to ratify the emergency hire of Ivan Simms to the part-time SWIC EE position of Physical Fitness Specialist at the Sam Wolf Granite City Campus effective July 1, 2024 at an hourly rate of \$18.39 for up to 28 hours per week.**
2. **Consideration of the recommendation to ratify the emergency hire of Leandrea Reed and Sydney Blecha to the part-time SWIC EE positions of Success Programs Support Specialist, effective July 1, 2024 at an hourly rate of \$15.15 for up to 28 hours per week**
3. **Consideration of the recommendation to ratify the emergency hire of Emily Bechtold to the part-time SWIC EE position of Library Services Assistant effective July 16, 2024 at an hourly rate of 15.00 for up to 28 hours per week.**
4. **Consideration of the recommendation to ratify the emergency hire of Octavia McDonald to the part-time grant-funded position of ATS Reservationist effective July 1, 2024 at an hourly rate of \$17.96 based on the SWIC ATS Local 6600 Collective Bargaining Agreement for up to 28 hours per week and the continued receipt of external funding.**

5. Consideration of the recommendation to hire Keisha Collins, Candice Scott and Tiffany Weymouth to the part-time positions of ATS Driver effective August 1, 2024 at an hourly rate of \$18.54 based on the SWIC ATS Local 6600 Salary Schedule for up to 28 hours per week and the continued receipt of external funding.
6. Consideration of the recommendation to hire Michael Silhavy to the part-time SWIC EE position of Website Manager & Communications Specialist effective August 1, 2024 at an hourly rate of \$26.13 for up to 28 hours per week.
7. Consideration of the recommendation to hire the following part-time Instructors paid at the adjunct rate based on educational attainment level:

Kenneth Nichols	Cybersecurity, Networking and Cisco Program
Elizabeth Baily Smith	Communication Arts
Suan Rachels	Nursing Education
Lyndsie Muyleart	Nursing Education
Misty Dickey	Nursing Education (transfer from FT position)
Jose Oppenheimer	Spanish (EH)
Hannah Howell	Sociology
Abigail Murphy	Sociology
Tom Mesey	Administration of Justice
Ashley Robbins	Administration of Justice
Scott Stroud	Administration of Justice

8. Consideration of the recommendation to initiate part-time coaching contracts for the 2024-2025 fiscal year:

Tier I - Head Coach

Lindsay Eversmeyer	Men's Soccer	\$ 8,000
Jay Harrington	Men's Basketball	\$12,360
Jonathan Denney	Women's Basketball	\$ 8,000
Warren Thomas	Volleyball	\$ 8,241
Doug Wilkinson	Men's Golf	\$ 8,000
Doug Wilkinson	Women's Golf	\$ 8,000
Sterling Levins	Esports	\$ 8,000
Jaki Wright	Cheerleading	\$ 8,000

Tier II - Assistant Coach

Michael Castillo	Men's Soccer	\$ 6,200
Adam Donachie	Baseball	\$ 6,200
Natasha Hodge	Women's Basketball	\$ 6,200
Jeff Juenger	Softball	\$ 6,200
Kelsey Cowan	Volleyball	\$ 6,200

<u>Tier III - Assistant Coach</u>		
Ryan Lacefield	Men's Basketball	\$ 3,500
Matthew Burke	Women's Soccer	\$ 3,500

G. AMENDED DATES

1. Consideration of the recommendation to amend the employment start date of Scott Schuetz, Cybersecurity, Networking, and Cisco Academy Instructor at the Sam Wolf Granite City Campus, to August 1, 2024 to allow for onboarding and class preparation for the fall semester.
2. Consideration of the recommendation to amend the retirement date for Geralyn Hobbs, Administrative Assistant to the Dean, to December 20, 2024.

H. AUTHORIZATION TO CREATE AND TO ADVERTISE

1. Consideration of the recommendation to create and to advertise the part-time, grant-funded SWIC EE position of Special Project Coordinator Adult Education Transition at the Sam Wolf Granite City Campus.

I. RATIFICATION OF MONTHLY NOTIFICATION OF PART-TIME PERSONNEL FOR JUNE 2024

1. Consideration of the recommendation to ratify the June 2024 actions concerning part-time and temporary faculty and staff according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff.

XI. PERMANENT OPERATING TRANSFERS OF FUNDS

- A. Consideration to adopt by title only Resolution Authorizing Operating Transfers of Funds.
- B. Consideration to adopt Resolution Authorizing Operating Transfers of Funds.

XII. EXECUTIVE SESSION TO DISCUSS PERSONNEL (5 ILCS 120/2(c)(1)); COLLECTIVE BARGAINING (5 ILCS 120/2(c)(2)); PURCHASE OR LEASE OF PROPERTY (5 ILCS 120/2(c)(5)); AND/OR LITIGATION (5 ILCS 120/2(c)(11))

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

- A. Consideration to adopt by title only Resolution Authorizing Institution of Legal Action.
- B. Consideration to adopt Resolution Authorizing Institution of Legal Action.

XIV. REPORTS

A. PRESIDENT

B. ILLINOIS COMMUNITY COLLEGE TRUSTEE ASSOCIATION

C. BOARD ATTORNEY

XV. MISCELLANEOUS

XVI. ADJOURNMENT