



**BOARD OF TRUSTEES**  
**Community College District No. 522**  
**Marsh Conference Room**  
**Belleville Campus**  
**July 17, 2024**

**CALL TO ORDER**

A meeting of the Board of Trustees of Community College District #522 was held Wednesday, July 17, 2024 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Raftopoulos called the meeting to order at 5:30 p.m.

**ROLL CALL**

Trustees present: Jayden Ashford, Student Trustee (arrived at 5:35)  
Matthew Burke  
Steve Campo  
Mark Morton  
Nick Raftopoulos  
Dane Tippet  
Tracy Vallett

Trustee absent: Sean McPeak

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

Item X. E. 12. was pulled from the consent agenda.

**MOTION 07-17-24:01**

Mr. Campo moved, seconded by Mr. Burke to:

- approve the minutes from the public hearing of June 26, 2024; the regular meeting of June 26, 2024; and the Executive Session of June 26, 2024;

- 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
  
- approve first reading of new Board Policy 6012: Written Information Security Program;
  
- 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;
  
- eliminate Board Policy 6017: Receiving;
  
- 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;
  
- 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;
  
- 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;

- 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;
- 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;
- 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;
- approve the FY 2026 Resource Allocation and Management Program (RAMP) and submit to ICCB;
- 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 tag #00000465  
 HP Designjet 1050 Plus printer tag #00000304;

- accept continuing Illinois Department on Aging grant for the Foster Grandparent Program in the amount of \$44,142.00 for the period July 1, 2024 through June 30, 2025 to provide mentoring and tutoring to special needs children ranging in age from infancy to twenty-one;
- accept continuing Illinois Department on Aging grant for the Retired and Senior Volunteer Program in the amount of \$46,317.00 for the period July 1, 2024 through June 30, 2025 to engage persons 55 years of age and older in volunteer service to meet critical needs and to provide a high quality of experience that will enrich the lives of the volunteers;
- accept continuing Corporation for National and Community Service federal grant for the Senior Companion Program in the amount of \$442,968.00 for the period July 1, 2024 through June 30, 2025 to assist in carrying out a national service program as authorized by the Domestic and Volunteer Service Act of 1973 as amended;
- accept continuing AgeSmart local grant for the Older Adult and Caregiver Counseling Program in the amount of \$45,000.00 for the period October 1, 2024 through September 30, 2025 to provide counseling services;

- approve renewal affiliation agreement with Midwest Anesthesia Providers, SC, Knoxville, TN to allow students enrolled in the Paramedic/EMS program to participate in clinical experience;
- approve renewal affiliation agreement with O’Fallon School District to allow students enrolled in the Physical Therapy Assistant program to participate in clinical experience;
- approve renewal affiliation agreement with Christian Hospital Northeast-Northwest to allow students enrolled in the Diagnostic Medical Sonography and Radiologic Technology programs to participate in clinical experience;
- approve renewal pathway agreement with Grand Canyon University, Phoenix, AZ to provide a scholarship to SWIC online and local cohort students concurrently enrolled in an Associate in Applied Science in Nursing program and the GCU Concurrent Enrollment Pathway (CEP);
- approve renewal St. Clair County Intergovernmental Grants Dept. Workforce Development division for WIOA applicants who meet the income and demographic guidelines for eligibility in the program to receive tuition, books, fees, tools, equipment, uniforms, and other program materials at no cost;
- 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;
- accept the retirement notification of Sheila Willis, Student Services Coordinator effective close of business June 28, 2024;
- appoint David Berry to 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;
- appoint Samara Chapple to 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 at Step 1, Master’s 0-14 of the Faculty Salary Schedule;
- appoint Zoe Kirksey to 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;

- appoint Shanese Bolden to 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;
- appoint Joseph Thielemann to 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;
- appoint Alexandria Quimet to 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;
- appoint Celia Toenjes to 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;
- appoint Dasia Harris to 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;
- ratify the emergency hire of Dakota Strackeljahn to 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;
- appoint Reece Wilkerson to 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;
- appoint Preston Groves to 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;
- 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;
- 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;

- 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;
- 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;
- hire Keisha Collins 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;
- 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;
- hire the following part-time Instructors paid at the adjunct rate based on educational attainment level:

Kenneth Nichols	Cybersecurity, Networking and Cisco Program
Elizabeth Bailly 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;

- 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

Tier III - Assistant Coach

Ryan Lacefield	Men’s Basketball	\$ 3,500
Matthew Burke	Women’s Soccer	\$ 3,500;

- 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;
- amend the retirement date for Geralyn Hobbs, Administrative Assistant to the Dean, to December 20, 2024;
- 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; and
- 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.

Upon a roll call vote, those trustees voting aye were Ms. Ashford (advisory), Mr. Burke, Mr. Campo, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. McPeak. **PASSED**

**APPROVAL OF BILLS**

**MOTION 07-17-24:02**

Mr. Morton moved, seconded by Mr. Tippett, to approve the bills as presented, including travel-related expenses of members of the Board of Trustees and of employees:

Education Fund	\$4,377,804.98
Operations & Maintenance Fund	337,503.69
Operations & Maintenance Fund-Restricted	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

Upon a roll call vote, those trustees voting aye were Ms. Ashford (advisory), Mr. Burke, Mr. Campo, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. McPeak. **PASSED**

### **PERMANENT OPERATING TRANSFERS OF FUNDS**

#### **MOTION 07-17-24:03**

Mr. Morton moved, seconded by Mr. Tippett, to adopt by title only Resolution Authorizing Operating Transfers of Funds. Upon a roll call vote, those trustees voting aye were Ms. Ashford (advisory), Mr. Burke, Mr. Campo, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. McPeak. **PASSED**

#### **MOTION 07-17-24:04**

Mr. Morton moved, seconded by Mr. Burke, to adopt Resolution Authorizing Operating Transfers of Funds. Upon a roll call vote, those trustees voting aye were Ms. Ashford (advisory), Mr. Burke, Mr. Campo, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. McPeak. **PASSED**

### **RESOLUTION AUTHORIZING INSTITUTION OF LEGAL ACTION**

#### **MOTION 07-17-24:05**

Mr. Tippett moved, seconded by Mr. Morton, to adopt by title only Resolution Authorizing Institution of Legal Action. Upon a roll call vote, those trustees voting aye were Ms. Ashford (advisory), Mr. Burke, Mr. Campo, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. McPeak. **PASSED**

#### **MOTION 07-17-24:06**

Mr. Tippett moved, seconded by Ms. Vallett, to adopt Resolution Authorizing Institution of Legal Action. Upon a roll call vote, those trustees voting aye were Ms. Ashford (advisory), Mr. Burke, Mr. Campo, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. McPeak. **PASSED**

Mr. Morton moved, seconded by Mr. McPeak, to adopt by title only Resolution Adopting Fiscal Year 2024-2025 Budget. Upon a roll call vote, those trustees voting aye were Ms. Ashford (advisory), Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. Burke. **PASSED**

### **REPORTS**

#### **President's and ICCTA Reports**

President Mance reported staff was preparing for the fall semester and the upcoming HLC visit.

#### **ICCTA Report**

Ms. Vallett had no report as the ICCTA had no meetings.

#### **Attorney's Report**

Mr. Hoerner had no report.



**ADJOURNMENT**

Mr. Morton moved, seconded by Ms Vallett, to adjourn the meeting at 5:52 p.m. Following a voice vote the motion carried.

Approved: **08-21-24**

Respectfully submitted,

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Nick Raftopoulos  
Board Chairman

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Beverly J. Fiss  
Secretary to the Board of Trustees