



**BOARD OF TRUSTEES**  
**Community College District No. 522**  
**Marsh Conference Room**  
**Belleville Campus**  
**August 21, 2024**

**CALL TO ORDER**

A meeting of the Board of Trustees of Community College District #522 was held Wednesday, August 21, 2024 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Raftopoulos called the meeting to order at 5:45 p.m.

**ROLL CALL**

Trustees present: Steve Campo  
Sean McPeak  
Mark Morton  
Nick Raftopoulos  
Dane Tippett  
Tracy Vallett

Trustees absent: Jayden Ashford, Student Trustee  
Matthew Burke

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

No items were pulled from the consent agenda.

**MOTION 08-21-24:01**

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

- approve the minutes from the special meeting of June 10, 2024; the Executive Session of the special meeting of June 10, 2024; the regular meeting of July 17, 2024; and the special meeting of July 31, 2024;

- approve review of the following Board Policies:
  - 3020 Faculty Responsibilities
  - 3026 Employee Benefits
  - 7003 Recycling
  - 7004 Vehicles;
  
- adopt new Board Policy 6012: Written Information Security Program;
  
- adopt proposed amendments to the following Board Policies:
  - 4002 Equal Education Opportunity
  - 4017 Student Handbook and Catalog
  - 4028 Students with Disabilities
  - 6007 Purchasing;
  
- approve first reading of proposed amendments to the following Board Policies:
  - 3012 Assignment of Faculty and Staff
  - 3033 Americans with Disabilities Act
  - 6016 Insurance and Risk Management;
  
- award the lowest responsible bid for FY25 athletic team travel to Vandalia Bus Lines, Caseyville, IL in the amount of \$170,171.50 utilizing approved departmental funds;
  
- purchase two forklifts for the Belleville Campus from Wiese USA, St. Louis, MO in the amount of \$74,802.00 utilizing budgeted departmental funds;
  
- purchase a John Deere 5067E tractor for the Belleville Campus from Shiloh Valley Equipment Co., Belleville, IL in the amount of \$81,809.06 utilizing approved budgeted departmental funds;
  
- pre-authorize the purchase of a 2024 Ford Transit Connect for District-wide use in an amount not to exceed \$60,000.00 utilizing budgeted departmental funds;
  
- purchase of a fire alarm and an intrusion alarm system for the Fairview Heights Campus from Johnson Controls Fire Protection, St. Louis, MO in the amount of \$49,630.00 utilizing budgeted departmental funds;
  
- renew the master agreement and amendment for support of Hyland OnBase Imaging Software with Naviant, Inc., Verona, WI utilizing budgeted departmental funds;
  
- approve architect basic services for the Aviation and Facilities Addition at the Sam Wolf Granite City Campus to Farnsworth Group, Inc., Belleville, IL in the amount of \$425,000

utilizing funds from General Obligation Community College Bonds, series 2023 proceeds;

- approve preconstruction services for the Aviation and Facilities Addition at the Sam Wolf Granite City Campus to Holland Construction Services, Inc., Swansea, IL in the amount of \$102,321.70 utilizing funds from General Obligation Community College Bonds, series 2023 proceeds;
- dispose of a Modular Home Fortune 145201, SWIC tag number 00000500, in accordance with Administrative Procedure 6008AP;
- accept continuing City of Belleville General and Community Assistance grant in the amount of \$36,000.00 for the period May 1, 2024 through April 30, 2025 distributed as follows: PSOP Activities \$7,000; ATS \$5,000; Foster Grandparent Program \$5,000; Senior Services Program/Housing \$6,500; RSVP \$5,000; and Senior Companion Program \$7,500;
- accept continuing Village of Shiloh grant in the amount of \$20,000 for the period July 1, 2024 through June 30, 2025 to the PSOP Activities Department to provide recreational and social activities at the Senior Center in the Village of Shiloh;
- accept continuing Illinois Department on Aging grant for the Senior Companion Program in the amount of \$44,036.80 for the period July 1, 2024 through June 30, 2025 to provide volunteer services by income eligible adults age 55 and older to those at risk of institutionalization;
- accept continuing St. Clair County Mental Health 708 Board grant for the Older Adult Services Counseling Program in the amount of \$108,567.00 for the period July 1, 2024 through June 30, 2025 to assist in providing individual counseling, group support, and information/referral, targeting seniors age 60 and older, and caregivers of seniors;
- accept new Gene Haas Foundation grant, a California non-profit public benefit corporation, in the amount of \$1,000,000 dated August 5, 2024 to be utilized for the advanced manufacturing lab with naming and signage rights located within the Sam Wolf Granite City Campus;
- accept the ICCB Pipeline for the Advancement of the Healthcare Workforce Program (PATH) grant in the amount of \$542,873.00 for the period July 1, 2024 through June 30, 2025 to provide opportunities for individuals in the nursing pathway and select healthcare pathways to obtain credentials and degrees in the healthcare industry;
- approve new BJC Health System, dba BJC Health Care, Master Clinical Laboratory Science Program affiliation agreement to expand clinical availability with BJC facilities for the Health Sciences programs;
- approve renewal affiliation agreement with BJC Healthcare to allow students in the Nursing Education program to participate in clinical experience;

- approve renewal affiliation agreement with Barnes Jewish Hospital to allow students in the Health Sciences programs to participate in clinical experience;
- approve new articulation agreement with Southeast Missouri State University (SEMO) to provide for SWIC students holding an Associate of Science in Exercise Science to transition to a Bachelor of Science Health Sciences at SEMO;
- accept the following resignations:
  - Kristina Beck, Academic Advisor
  - Tiffini Rushing, Academic Advisor
  - Miriam Miller, Academic Advisor
  - Monica Allen, Enrollment Services Specialist
  - LaTanya Odom, ATS Driver
  - Jeff Wetzler, Grounds;
- ratify the appointment of Lacey Wilkerson to the full-time Nursing Education Instructor position effective August 1, 2024 at up to 2 equated hours calculated according to the salary schedule for the 23-24 Academic Year; beginning with the 24-25 Academic Year the base salary will be \$51,976 (Step 1, Masters 0-14, of the Faculty Salary Schedule);
- ratify the appointment of Earl Liverpool to the full-time Industrial Technology/Precision Machining Instructor position effective August 12, 2024 at a base salary of \$48,976 (Below Masters, Step 1) of the 2023-2024 Salary Schedule;
- appoint Danny Robinson to the full-time administrative position of Student Life Coordinator effective September 3, 2024 at an annual salary of \$45,500, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Sarah Biondo to the full-time administrative position of Academic Advisor effective September 3, 2024 at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Silas Coggeshall to the full-time administrative position of Academic Advisor effective September 3, 2024 at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Jacob Edwards to the full-time position of Custodian effective September 3, 2024 at an hourly rate of \$21.15 subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Services Employees Union;
- appoint Stefani Pittman to the full-time administrative position of Community Education Program Director effective September 3, 2024 at an annual salary of \$70,000, salary grade 5, and subject to the provisions of the Personnel Procedures for Administrators;
- ratify the appointment of Jacob Quirin to the full-time SWIC EE position of General Laboratory Technician-Physical Sciences effective August 5, 2024 at an annual salary of

\$33,472 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;

- hire Hannah Nabb to the part-time non-union position of Math and Science Specialist effective September 3, 2024 at an hourly rate of \$24.37 for up to nine hours per week;
- hire Bridget Kehrer to the part-time grant-funded SWIC EE position of Data Entry Office Specialist effective September 3, 2024 at an hourly rate of \$18.57 for up to 30 hours per week 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 and the continued receipt of external funding;
- ratify the emergency hire of Jill Biehl to the part-time grant-funded SWIC EE position of Special Projects Coordinator - Para Pre-Apprenticeship effective August 1, 2024 at an hourly rate of \$24.38 for up to 28 hours per week 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 and the continued receipt of external funding;
- ratify the emergency hire of Thomas Ely to the part-time non-union position of Industrial Technology Lab Technician effective July 29, 2024 at an hourly rate of \$16.58 for up to eight hours per week;
- hire Christine Green to the part-time SWIC EE position of PALS Coordinator effective September 3, 2024 at an hourly rate of \$24.75 for up to 30 hours per week;
- ratify the emergency hire of Sharee White to the part-time grant-funded SWIC ATS position of ATS Driver effective August 1, 2024 at an hourly rate of \$18.54 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC ATS Local 6600 IFT/AFT, AFL/CIO and the continued receipt of external funding;
- hire Daris Coleman and Salvatore Bartolotta to the part-time positions of ATS Driver effective September 3, 2024 at an hourly rate of \$18.54 for up to 28 hours per week and the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC ATS Local 6600 IFT/AFT, AFL/CIO and the continued receipt of external funding;
- hire Yvette Rutherford to the part-time position of Custodian at the Sam Wolf Granite City Campus effective September 3, 2024 at an hourly rate of \$15.37 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148;
- hire Carlotta Griffin to the part-time position of Custodian at the Belleville Campus effective September 3, 2024 at an hourly rate of \$15.37 for up to 28 hours per week and

subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148;

- hire Allison Wagner, Ashanta Gates, and Morgan Gillham as members in the Belleville AmeriCorps Program for the 2024/2025 program year effective September 1, 2024;
- ratify the emergency hire of the following Instructors effective August 12, 2024 and paid at the part-time/adjunct pay rate based on their educational attainment level:

Brandi Bedinger	Nursing Education
Lisa Schneider	Nursing Education
Danielle Loftus	Nursing Education
Carrie Jenkins	Fundamentals of Nutrition
Stacey Ribbing	Fundamentals of Nutrition
Haley Gustavision	Medical Terminology
Ashtyn Jany	Medical Terminology;

- hire Diana Helwig and Danielle Johnson to the part-time faculty positions of Remedial Studies - English as a Second Language effective September 3, 2024 paid at the part-time/adjunct pay rate based on their educational attainment level with additional duties at a rate of \$25.00 per hour;
- rescind the hire of Matthew Burke to the position of 2nd Assistant Women's Soccer Coach (Tier III) and hire to the position of Assistant Women's Soccer Coach (Tier II) effective July 1, 2024 at an annual salary of \$6,200;
- hire the following part-time non-union coaches effective August 22, 2024:

Sam Bonaldi	Assistant Baseball Coach (Tier III)	\$3,500
Kaytlin Kossina	Assistant Volleyball Coach (Tier III)	\$3,500
Greg Knolhoff	Asst Women's Basketball Coach (Tier III)	\$3,500
Robert Keefe	Head Coach Women's Tennis (Tier I)	\$8,000
Robert Keefe	Head Coach Men's Tennis (Tier I)	\$8,000;

- retitle Faith Field's current administrative position of Associate Dean of Health Sciences-Nursing to the full-time administrative position of Dean of Nursing effective July 1, 2024 at an annual salary of \$110,000, salary grade 9, with employment subject to the provisions of the Personnel Procedures for Administrators;
- eliminate the following full-time administrative positions:

Associate Dean of Health Sciences-Nursing  
Associate Dean of Health Sciences  
Associate Dean of Business  
Associate Dean of Technical Education;

- amend the employment start date for Robert Vart, part-time Radiologic Technology Instructor, from July 1, 2024 to July 16, 2024;
- approve Fiscal Year 2024-2025 pay increase effective July 1, 2024 for administrative, professional and supervisory employees listed on Appendix A reflecting a 5% increase on the respective pay grade midpoint from the current Administrative Professional and Supervisory Staff base pay grade schedule and subject to the provisions of the Personnel Procedures for Administrators;
- approve Fiscal Year 2024-2025 salary for Robert Wilson, Executive Director of Fleet Operations, effective July 1, 2024 of \$108,846, salary grade 7, per intergovernmental agreement with St. Clair County Transit Alternative Transportation District and subject to the provisions of the Personnel Procedures for Administrators;
- create and to advertise the following positions:  
  
Full-time administrative position: Dean of Health Sciences; and  
Full-time Custodian position (2); and
- ratify the July 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 Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Ms. Ashford (advisory) and Mr. Burke. **PASSED**

### **APPROVAL OF BILLS**

#### **MOTION 08-21-24:02**

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

Education Fund	\$1,477,882.85
Operations & Maintenance Fund	169,795.64
Operations & Maintenance Fund-Restricted	913,245.67
Auxiliary Enterprise Fund	132,863.40
Restricted Purposes Fund	1,263,088.54
Trust & Agency Fund	17,031.22
Liability, Protection & Settlement Fund	3,010,413.17
 Grand Total All Funds:	 \$6,984,320.49

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

### **EXECUTIVE SESSION**

*Mr. McPeak moved, seconded by Mr. Morton, to move into Executive Session at 6:02 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. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Ms. Ashford (advisory) and Mr. Burke. PASSED*

*There was consensus to return to regular session at 6:50 p.m.*

### **ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION**

#### **MOTION 08-21-24:03**

Mr. Morton moved, seconded by Mr. Campo, to approve and to implement the Classification and Compensation Study dated July 9, 2024 by Bolton, Towson, MD for the Administrative, Professional and Supervisory non-union staff. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Ms. Ashford (advisory) and Mr. Burke. **PASSED**

### **REPORTS**

#### **President's Report**

President Mance reported it was great to see increased campus activity with the return of students and faculty for the fall semester.

A Presidents' Retreat is scheduled for September 5-6, 2024 in Monticello, IL.

#### **ICCTA Report**

The September 13-14, 2024 meeting of the ICCTA Board of Representatives will be held at the President Abraham Lincoln Hotel in Springfield, IL.

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

Mr. Hoerner requested the Resolution to Authorize Property Tax Abatement for Dayton Freight Lines, Inc. Collinsville Truck Terminal Development be referred to the Facilities and Finance Committee meeting on September 11, 2024.

#### **MOTION 08-21-24:04**

Mr. Morton moved, seconded by Mr. Campo, to refer the property tax abatement request as stated be referred to the September 11, 2024 meeting of the Facilities and Finance Committee. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Ms. Ashford (advisory) and Mr. Burke. **PASSED**

### **ADJOURNMENT**

Mr. McPeak moved, seconded by Mr. Morton, to adjourn the meeting at 6:55 p.m. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippet, Ms.



Vallett, and Mr. Raftopoulos. Nays: none. Absent: Ms. Ashford (advisory) and Mr. Burke.  
**PASSED**

Approved: **09-18-24**

Respectfully submitted,

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Nick Raftopoulos  
Board Chairman

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Beverly J. Fiss  
Secretary to the Board of Trustees