MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
November 20, 2013

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No 522, was held Wednesday, November 20, 2013 in the Marsh Conference Room of the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Mance called the meeting to order at 6:09 p.m.

ROLL CALL

Trustees present:	Kenneth R. Joseph Nick Mance Robert G. Morton Richard Roehrkasse
Trustees absent:	Harry Briggs, Ph.D. Cliff Davis, Student Trustee Philip L. Smith Eugene Verdu

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Chairman Mance referred to the consent agenda items to be considered by the Board of Trustees. Mr. Mance asked if any trustee desired to have any items removed from the consent agenda in order to have them considered separately. There were no items pulled from the consent agenda.

MOTION 11-20-13:01

Mr. Roehrkasse moved, seconded by Mr. Morton, to:

- approve the minutes of the regular Board meeting of October 16, 2013;

- approve the bills:

Education Fund	$ 2,696,136.26
Operations & Maintenance Fund	338,334.13
Operations & Maintenance Fund Restricted	478,676.96
Bond & Interest Fund	3,738,882.50
Restricted Purposes Fund	304,646.46
Trust & Agency Fund	31,096.87
Audit Fund	14,250.00
Liability, Protection & Settlement Fund	58,396.50
Self-Insurance Fund	40,674.85
Grand Total All Funds:	$7,701,094.53

- approve first reading of proposed amendment to Board Policy 5003, Curriculum Development;

- adopt amendments to Administrative Procedure 5011AP, Credit Course Enrollment;

- accept the FY 2013 Audit Report and to file with ICCB;

- award the lowest responsible bid to the following contractors in the total amount of $451,530.80 for construction of the Schmidt Art Center addition, funded wholly by the Foundation:

JP Burns Excavating Plainview, IL	$ 65,404.80 Earthwork & Storm Sewer
Southwestern Construction Services Highland, IL	$164,400.00 Carpentry & Concrete
Affton Fabricating Sauget, IL	$ 20,677.00 Structural Steel
Toenjes Brick Millstadt, IL	$ 43,650.00 Masonry
Kehrer Brothers Albers, IL	$ 14,509.00 Roofing & Sheet Metal
Bergman-Roscow Plumbing Belleville, IL	$ 14,500.00 Plumbing
Hock Mechanical Millstadt, IL	$ 57,590.00 HVAC

K&F Electric Belleville, IL	$ 70,800.00 Electrical

- authorize the carpet and tile replacement and renovations at PSOP, not to exceed $48,728.22;

- adopt tax levy resolution by title only;

- adopt Resolution Adopting Calendar Year 2013 Tax Levy:

RESOLUTION ADOPTING CALENDAR YEAR 2013 TAX LEVY

Education Fund	$ 8,763,566.00
Operations and Maintenance Fund	1,858,938.00
Education and Operations and Maintenance Funds	6,924,545.00
Liability, Protection, and Settlement Fund	3,600,000.00
Audit Fund	55,000.00
Operations and Maintenance Fund (Restricted)- Protection Health and Safety Levy	1,200,000.00
Total Aggregate Tax Levy	$22,402,049.00

- dispose of three data projectors in Media Services;

- approve agreement with Club Colors Buyer LLC for one year to provide an online store for commercial purchases of SWIC licensed gear;

- approve two revised versions of Internet Advertising Agreement: Exhibit A-Revision for Flexible Terms; and Exhibit A-Free Trial;

- accept new Bulletproof Vest Partnership grant sponsored by the U. S. Department of Justice Bureau of Justice Assistance in the amount of $9,201.75 for the period July 1, 2012 through June 30, 2013 for the purchase of National Institute of Justice compliant armored vests for SWIC's Public Safety officers;

- accept renewal of the Intergovernmental Grant Agreement for Out of School Youth in the amount of $95,848 for the period July 1, 2013 through June 30, 2014 designed for high school dropouts between the ages of 18-21 who want to complete secondary level education and participate in work-site learning experiences related to career choices;

- accept renewal of the TAACCCT MOU in the amount of $170,479 for the period October 1, 2013 through September 30, 2014 to enable the 48-college consortium to develop an innovative curriculum for training the next wave of green economy employees in an equally innovative online/hybrid delivery system;

- accept renewal of the Foster Grandparent Program St. Clement Foundation grant in the amount of $1,500 for the period July 1, 2013 through June 30, 2014 to provide funding

for program volunteers in support of their travel to and from volunteer sites and in-service meetings and support with the cost of recognition programs;

- accept renewal of the Senior Companion Program St. Clement Foundation Grant in the amount of $1,500 for the period July 1, 2013 through June 30, 2014 to provide funding for program volunteers in support of their travel to and from their clients' homes;

- accept new Dual Credit Enhancement grant from ICCB in the amount of $10,000 for the period October 1, 2013 through June 30, 2014 to be used to engage secondary and postsecondary faculty in curriculum alignment and articulation activities related specifically to current and new dual credit offerings;

- approve new facility agreement between Illinois Department of Human Services for St. Clair County/East St. Louis Family and Community Resource Center, East St. Louis, Illinois and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology program at Southwestern Illinois College;

- approve renewal agreement between Anderson Hospital, Maryville, Illinois and Southwestern Illinois College, District #522 to permit Health Sciences (currently Respiratory Care) program students to utilize the clinical facility;

- approve renewal agreement between Christian Northeast Hospital, St. Louis, Missouri and Southwestern Illinois College, District #522 to permit Health Sciences (currently Respiratory Care) program students to utilize the clinical facility;

- approve renewal agreement between St. Anthony's Health Center, Alton, Illinois and Southwestern Illinois College, District #522 to permit Health Sciences (currently Medical Laboratory Technology) program students to utilize the clinical facility;

- approve renewal agreement between Alton Memorial Hospital, Alton, Illinois and Southwestern Illinois College, District #522 to permit Health Sciences (currently Radiologic Technology) program students to utilize the clinical facility;

- approve renewal agreement between Granite City Illinois Hospital LLC, d/b/a Gateway Regional Medical Center, Granite City, Illinois and Southwestern Illinois College, District #522 to permit Health Sciences (currently Respiratory Care) program students to utilize the clinical facility;

- approve amendment to cooperating agreement between Mercy Hospital, St. Louis, Missouri and Southwestern Illinois College, District #522 to permit Health Sciences (currently Health Information Technology) program students to utilize the clinical facility;

- approve renewal agreement between St. Elizabeth's Hospital, Belleville, Illinois and Southwestern Illinois College, District #522 to permit Health Sciences (currently Nurse Assistant) program students to utilize the clinical facility;

- approve new agreement between Walden University, Minneapolis, Minnesota and Southwestern Illinois College, District #522 to permit Walden University BSN, Master of Science in Nursing, and Doctor of Nursing Practice program students to assist in the instruction of Southwestern Illinois College nursing students; teaching experiences will be both in the classroom and in a clinical area under the direct supervision of a SWIC nursing faculty preceptor;

- approve new agreement between Madison County Employment and Training Department (MCETD) and Southwestern Illinois College, District #522 to designate Selsius™ as a training vendor for Manufacturing Skills Standards Council Certified Production Technician and Certified Logistics Technician programs;

- approve new template for the Running Start agreement that will facilitate discussions with high schools considering joining the Running Start Pilot project;

- approve new agreement between College of Lake County, Grayslake, Illinois and Southwestern Illinois College, District #522 for the College of Lake County to secure formal permission from SWIC to include its data in a regional report and to provide assurances regarding the manner and timeline in which such data will be used by the College of Lake County to fulfill a requirement of the United States Department of Labor under the TAACCCT grant;

- approve new agreement between World Shooting and Recreational Complex, Sparta, Illinois and Southwestern Illinois College, District #522 to provide use of the shooting range at the World Shooting and Recreational Complex for the required range training for students enrolled in SWIC's Conceal and Carry course;

- approve new agreement between City of Belleville, Belleville, Illinois and Southwestern Illinois College, District #522 to provide use of City of Belleville's shooting range for required range training for students enrolled in SWIC's Conceal and Carry course;

- approve new agreement between City of Granite City, Granite City, Illinois and Southwestern Illinois College, District #522 to provide use of Granite City's shooting range, located at the America's Central Port, for required range training for students enrolled in SWIC's Conceal and Carry course;

- accept gifts to the college;

- approve course fee adjustments;

- approve Running Start program participation rates for public high school students effective the 2014-2015 academic year:

Running Start 1.0	$3,150 per year
Running Start .5	$1,400 per year
Individual Classes	Standard tuition rate per credit hour;

- approve reduced tuition rate for High School Academy (HSA) of $67.00 per credit hour for the Summer 2014 program;

- adjust the residency status of six specifically identified current students whose taxing district places them in out-of-district status and to permit those students to finish the degree or certificate program which they are currently pursuing;

- accept the resignation of April DuClos, Financial Aid Technical Support Specialist, effective close of business November 1, 2013;

- accept the resignation of Gina Deno-Thomas, Full-time Commissioned Public Safety Officer at the Belleville Campus, effective October 23, 2013;

- accept the resignation of Dave Hampton, Web Designer-Programmer, effective close of business November 15, 2013;

- accept the retirement notification of Professor Jan Zuke, Librarian, effective with the last day of employment December 31, 2013;

- accept the retirement notification of John Shively, Associate Professor of Mathematics, effective with the last day of employment May 31, 2014;

- appoint Marcia Lochmann to the full-time grant-funded administrative position of Director of College Partnerships-Illinois Green Economy Network effective November 21, 2013 at an annual salary of $62,678 with employment subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of grant funding;

- appoint Jamie Wheeler to the full-time grant-funded administrative position of Director of College Partnerships-Illinois Green Economy Network effective November 21, 2013 at an annual salary of $50,685 with employment subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of grant funding;

- revise starting salary for Kathryn Anderson, Secretary: Senior Volunteer Programs from $28,348 to $28,844 effective November 4, 2013 in accordance with the 2011-2014 Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees, Local 6600 IFT/AFT, AFL/CIO;

- approve maternity leave request for Jennifer Edwards, Full-time Commissioned Public Safety Officer, for the projected period February 15, 2014 through May 22, 2014;

- create a full-time faculty staffing plan for fiscal years 2015 and 2016 and authorize administration to advertise for positions deemed appropriate under the plan;

- create a new full-time faculty position in Aviation Maintenance Technology assigned to the division of Math and Sciences at the Sam Wolf Granite City Campus effective Spring 2014 semester;

- create ten full-time and four part-time administrative positions entitled Academic Advisor assigned to Enrollment Services effective immediately and phased in over FY 2014 and FY 2015;

- reassign Red Bud Campus faculty member Dr. Katherine Witzig, Philosophy, to the Belleville Campus effective with the start of the 2014--2015 academic year;

- reassign the full-time faculty Counseling position currently staffed at the Sam Wolf Granite City Campus Counseling Center to the Belleville Campus Counseling Center, effective January 2, 2014;

- revise the administrative job description and change job title of Campus Solutions Functional Manager to Director of the Office of Institutional Research and Data Management;

- ratify the hire of part-time and temporary faculty and staff according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff; and

- award partial student support to Emily Ann Walter to attend Lewis and Clark Community College for the Photography program for the Fall 2014 and Spring 2014 semesters; and Donald D. Gasper to attend College of DuPage for the Library and Information Technology program for the Spring 2014 semester.

Upon a roll call vote, those members voting aye were Mr. Joseph, Mr. Morton, Mr. Roehrkasse, and Mr. Mance. Nays: None. Absent: Mr. Davis (Opinion), Dr. Briggs, Mr. Smith, and Mr. Verdu. **PASSED**

PLANNING AND POLICY COMMITTEE REPORT

Chairman Joseph reported he had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Mr. Roehrkasse reported he had no additional items.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported he had no additional items.

REPORTS

President's Report

Each month the Instructional Division will provide a report entitled Professional/Scholarly/Service Activities which will highlight faculty members and their accomplishments. These reports are provided to the trustees and will be made a part of the public record.

Trustees were provided a DVD copy of a recent FOX2 News story that features a SWIC construction trades program graduate, an African-American female who represents those 25% of our grads who found immediate employment including, in this instance, work on the new Mississippi River Bridge project. The reporter accurately reported that while some protest groups -- like Metro East Black Contractors (or MEBCO) -- had expressed

concern two years ago about educators not achieving the grant-required quota, it was met and then some. IDOT and union reps interviewed in the story confirmed that this 25% job-placement mark exceeded the grant-funded requirement of 14% by more than 60%. Special thanks for this impressive training and job-placement outcome go to program and grant coordinators Jim Moore and Melissa Snellson.

Congratulations to our Aviation Pilot Training and Welding Technology programs which were featured prominently in the Belleville News Democrat front page feature series on technology in education Sunday, Nov. 17. Our use of cutting edge technology such as the flight simulator Redbird SD and the robotic welding arm and CNC plasma cutter were highlights of the article. The News-Democrat also posted a video on YouTube of one of our students using the plasma cutter and a gallery of photos with the online version of the story. Trustees were provided the print and online articles and DVDs of the video.

A DVD was also provided to the trustees featuring the construction of our Liberal Arts Complex expansion. Shown in a timelapse sequence, this 57-second video is a testament to hard work and collaboration.

Media coverage for SWIC's Veterans Week events appeared in the Belleville News-Democrat print and online editions. St. Louis TV stations KMOV, KSDK and KTVI Fox 2 all promoted the Veterans Job Fair on air the day of the event. Articles also appeared in weekly publications, including an article in the Suburban Journals covering the Sam Wolf Granite City Campus Veterans Benefits and Services Day.

At the national level November 11 was a great media day. SWIC's Veterans Services programs were spotlighted in a Community College Times article, titled "As veterans' needs change so do college services". Other schools mentioned were San Diego Mesa College in California, Vincennes University in Indiana, Broward College in Florida and Baltimore City Community College in Maryland. That was also the day that SWIC debuted at No. 13 on the Military Times Best for Vets: Colleges 2014 rankings of two-year schools.

The National Test Center at Scott Air Force Base was among 25 military test centers in the country that administered the most College Level Examination Program exams in 2012-2013 putting them in the top 13% of all military National Test Centers. This is the second year SWIC's National Test Center has been recognized.

PSOP Executive Director Beth Zurliene is championing the Seniors at SWIC Committee whose mission is to improve awareness and attendance at SWIC events by the senior population.

Phi Theta Kappa Betta Iota Iota will be working for the first time at the St. Bernard Project in New Orleans, LA as their alternative spring break. Fundraisers have been planned to raise the funds to help with expenses.

The Sam Wolf Granite City Campus was host to the first ever Veterans' Benefits and Services Day on Wednesday, November 13. The event centered around the needs of

veterans and their families. More than 20 service and resource providers provided information and assistance to area veterans.

Director of Green Jobs Marcia Lochmann directed a statewide webinar for faculty and staff of Illinois community colleges that are implementing the nearly $3,000,000 in renewable energy projects on their campuses in spring/summer 2014. Ms. Lochmann co-manages the renewable energy projects with Tim Gibson of John A. Logan College and will coordinate the implementation of a statewide data aggregation on a virtual dashboard to be called "The IGEN Project." This will be the first statewide project of its kind that will showcase real time energy production on a statewide scale and will be integrated in an educational dashboard.

Marcia Lochmann conducted an IGEN smart grid webinar for community colleges across the state offering smart grid courses in spring/summer 2014. Smart grid is two-way communication between the utility and the customer with technology that senses power use along the transmission lines. SWIC is one of eight community colleges to have been awarded a portion of the $500,000 in funding for smart grid equipment to offer training in this new technology. Ms. Lochmann is working with Dean Brad Sparks and Faculty Tom Zach to implement the smart grid offerings.

On November 9, forty students and staff from all of SWIC's campuses and members of the Belleville AmeriCorps program gathered on Chateau Island to participate in a river clean-up in conjunction with the not-for-profit organization Living Lands and Waters. Since 1998, Living Lands and Waters has organized volunteers to pick up over 7 million pounds of trash from America's rivers. Our efforts resulted in filling a 30 foot boat five feet deep with numerous tires, tarps, and general trash.

On Tuesday, November 26th the Theta Epsilon Chapter of Phi Theta Kappa will host a Cardboard City event at the Belleville Campus to raise awareness of homelessness. All students, faculty, and staff are invited to attend. Participants will have the opportunity to spend the night on campus in a cardboard structure they create and will experience homelessness for the night, learn about issues leading to homelessness, and come away from the event with ways they can get involved. The intent of the event is to break through stereotypes of homelessness and educate participants so they can be part of the solution. Shelter construction begins at noon and the event begins at 5:00 p.m.

The Veterans Services office hosted several events surrounding the Veterans Day holiday. The highlighted events included:

- Tuesday, November 5: Veterans Salute and Honoring the Fallen
  Students, employees and community members saluted current veteran students and staff and held a ceremony to honor Illinois service members who have given their lives in the past year.

- Wednesday, November 6: Veterans Job Fair
  More than 80 companies and 500 veterans and students attended this year's job fair.

- Thursday, November 7: Through Their Eyes
  A panel discussion with veterans who served in every major conflict from WWII through Afghanistan took place in the Belleville Campus Theater.

The SWIC Student Veterans of America Club collected gently used coats and new blankets to benefit homeless veterans in the Metro East. The coat and blanket drive was held October 15 through November 15.

ICCTA Report
Trustee Roehrkasse provided ICCTA Board Highlights from the November 8-9 meeting of ICCTA Board of Representatives.

Mr. Roehrkasse reported the next meetings of the ICCTA Board of Representatives are December 5 at Kaskaskia College (ICCTA Southwest Region); February 10-13, 2014 in Washington, DC, held in conjunction with the ACCT National Legislative Summit. (Mr. Roehrkasse may attend.)

Attorney's Report
Mr. Hoerner stated he had no report.

MISCELLANEOUS
Chairman Mance announced the next meeting of the Board of Trustees will be Wednesday, December 18, 2013 at 6:00 p.m. at PSOP.

ADJOURNMENT
Mr. Morton moved, seconded by Mr. Joseph, to adjourn the meeting at 6:38 p.m. The motion carried.

Approved: **12-18-13**

Respectfully submitted,

_____
Kenneth R. Joseph
Vice Chairman of the Board of Trustees

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Beverly J. Fiss
Secretary to the Board of Trustees

To: Clay Baitman

From: Lynette Rienbolt

Date: November 18, 2013

Re: President's Report – October 2013

Selsius™ Corporate & Career Training delivered the following services for the month of October.

Selsius™ Client Projects

Fairfield Processing
Our Safety Consultant completed Lock Out-Tag Out research and documentation.

Eastman Chemical
Conducted a paper-based test and a series of practical assessments in Motor Controls and PLCs for two process operators. The results of the testing were used to determine which candidate was ready for promotion and/or training.

Ironhorse Resources Inc.
Developed and delivered *Transition to Office 2013* training – our inaugural *Office 2013* training session. Required curriculum development and reconfiguration/testing of computer lab ISB 2021

St. Louis Community College
Delivered *Outlook Calendars & Tasks* training using our mobile laptop lab at the Meramec campus.

Career Training (Open Enrollment)
Driver Safety (instructor led) - 2 seminars, 31 participants
Driver Safety (on-line) – 96 participants
Business Skills Training - 5 seminars, 38 participants
Software Training – 3 seminars, 23 participants
Industrial – 1 seminar, 20 participants

Corporate Training (Contract)
Business Skills Training - 2 seminars, 10 participants
Software Training – 1 seminar, 4 participants
Industrial Training - 4 seminars, 4 participants
Consulting – 2 companies

Total - 18 seminars; 226 participants; 20 companies served

President's Report – November 2013 Board Meeting

Dr. Tina Dierkes, Coordinator of the Office Administration and Technology program, was recently recognized as the Illinois Business Education Association's (IBEA) 2013 Post-Secondary Teacher of the Year. She also received a 2013 IBEA Professional Recognition Award.

Dr. Dierkes is currently serving on the IBEA Board of Directors as the past president. She is a member of National Business Education Association (NBEA), Illinois Association of Career and Technical Education (ICATE), Association of Career and Technical Education (ACTE), and the Association for Research in Education – Delta Pi Epsilon. Dr. Dierkes is also a member of the Illinois Coordinating Council for Career and Technical Student Organizations where she has served as chair, chair-elect, secretary, and grant project director.