MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Performing Arts Room
Red Bud Campus
June 18, 2014

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No 522, was held Wednesday, June 18, 2014 in the Performing Arts Room at the Red Bud Campus, 500 West South 4th Street, Red Bud, Illinois. Chairman Nick Mance called the meeting to order at 6:02 p.m.

ROLL CALL

Trustees present:	Dr. Harry Briggs Kenneth R. Joseph Nick Mance Robert G. Morton Nicolas Raftopoulos, Student Trustee Richard Roehrkasse Eugene Verdu
Trustee absent:	Philip L. Smith

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. No items were pulled from the consent agenda.

MOTION 06-18-14:01

Mr. Verdu moved, seconded by Mr. Joseph, to:

- approve the minutes of the Executive Session Review of May 21, 2014; the Executive Session of the Executive Session Review of May 21, 2014; the regular Board meeting of

May 21, 2014; the special Board meeting of May 28, 2014; and the Executive Session of May 28, 2014;

- approve the bills:

Education Fund	$1,189,546.14
Operations & Maintenance Fund	232,114.84
Operations & Maintenance Fund Restricted	24,697.70
Restricted Purposes Fund	546,169.69
Trust & Agency Fund	44,984.93
Audit Fund	2,400.00
Liability, Protection & Settlement Fund	40,901.40
Self-Insurance Fund	48,584.72
Grand Total All Funds:	$2,129,399.42

- approve contract with Dr. Kenneth Rybicki, St. Louis, MO for the period July 1, 2014 through December 31, 2014 to provide basic medical care for SWIC employees under a six-month pilot wellness program;

- proceed with the design, development, and bidding for the restroom renovation project at the Sam Wolf Granite City Campus, with an estimated budget of $370,000.00;

- approve revised proposal from college architect Wm. B. Ittner, Fairview Heights, IL in the amount of $137,640.00 plus reimbursable expenses for the Career Center project, the Veterans Services project, and the Information Science Building Renovations project at the Belleville Campus;

- approve change order 1 to Patrick Engineering, Springfield, IL in the amount of $14,560.00 added to the Comprehensive Energy Analysis contract to provide additional services;

- endorse the FY 2016 RAMP capital request and submit to the Illinois Community College Board;

- ratify the two-year agreement with Illinois Power Marketing Company d/b/a Homefield Energy, Collinsville, IL to provide electric service at a locked rate of .05293 per kWh for the college's major electric accounts; and to provide electric service at locked rate of an additional .00042 per kWh for the Liberal Arts Classroom Building at the Belleville Campus effective June 2, 2014 through June 1, 2016, subject to review and approval by the college attorney;

- renew software maintenance agreement for the Ektron CMS400.net solution for the period July 24, 2014 through July 23, 2016 at a cost of $36,977.40;

- renew contract with Call One, Inc., Chicago, IL to provide discounted analog lines and ISDN/PRI trunks (three for the Belleville Campus phone switch and one for the Sam

Wolf Granite City Campus phone switch) at a rate of $3,315.77 per month for a three year period beginning June 16, 2014 and a one-time charge of $3,316.00 to replace underlying circuits, subject to review and approval by the college attorney;

- purchase maintenance agreement with Electronic Systems Support, Inc., High Ridge, MO for the Scala digital messaging system at a cost of $21,377.50 for a five-year period expiring March 10, 2015;

- approve expansion of the wireless infrastructure project at a capital investment of $211,019.70 and a permanent increase of $42,531.49 in the operational budget for hardware maintenance and software assurance, for a total first year project investment of $253,551.19, subject to contract review and approval by the college attorney;

- accept renewal of the Postsecondary Perkins grant in the amount of $548,650 for the period July 1, 2014 through June 30, 2015 that focuses state and local efforts on continuously improving programs to facilitate the academic achievement of Career and Technical Education students;

- approve renewal agreement between Illinois Department of Employment Security (IDES) and Southwestern Illinois College, District #522 to provide cost allocation for the Southwestern Illinois workNet Center at the Belleville Department of Employment Security Office; SWIC provides staff for the Resource Room as a workNet Center partner for individuals seeking employment; and this in-kind contribution covers SWIC's share of the cost for the Center;

- approve renewal agreement between Alton Memorial Hospital, Alton, Illinois and Southwestern Illinois College, District #522 to permit Physical Therapist Assistant program students to utilize the clinical facility;

- approve renewal agreement between Memorial Health System, Springfield, Illinois and Southwestern Illinois College, District #522 to permit Respiratory Care program students to utilize the clinical facility;

- approve renewal agreement between Missouri Baptist Medical Center, St. Louis, Missouri and Southwestern Illinois College, District #522 to permit Respiratory Care program students to utilize the clinical facility;

- approve renewal agreement between St. Elizabeth's Hospital of the Hospital Sisters of the Third Order of St. Francis, Belleville, Illinois and Southwestern Illinois College, District #522 to permit Physical Therapist Assistant program students to utilize the clinical facility;

- approve renewal agreement between the State of Illinois Upward Mobility Program and Southwestern Illinois College, District #522 to allow State of Illinois employees, with proper verification, to enroll in courses at SWIC; the institution will bill tuition and fees to the program and the student at a rate not to exceed the standard tuition and fee rates;

- approve renewal agreement between Greenville College, Greenville, Illinois and Southwestern Illinois College, District #522 to provide classroom use and other amenities to Greenville College to facilitate coursework offerings for upper division and graduate courses on the Belleville, Red Bud, or Sam Wolf Granite City Campuses;

- approve course fee adjustments;

- accept the resignation of Lisa Curtis, Manager of Student Accounts, effective close of business May 30, 2014;

- accept the resignation of Lisa Kenney, Account Executive in the Selsius™ Corporate and Career Training Division, effective close of business June 13, 2014;

- accept the resignation of Jennifer Albat, Secretary/Word Processor in the Business Division, effective close of business June 30, 2014;

- accept the retirement notification of Cindy Lewis, Assistant Controller, Belleville Campus Business Office, effective close of business June 29, 2014;

- appoint John Gilbert to the position of full-time Custodian at the Belleville Campus effective July 1, 2014 at an annual salary of $43,139.20 ($20.74 per hour) with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Service Employees Union Local #116;

- appoint Danyele Mercer to the position of full-time Custodian at the Belleville Campus effective July 1, 2014 at an annual salary of $43,139.20 ($20.74 per hour) with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Service Employees Union Local #116;

- appoint Chris Oldham to the position of full-time Maintenance Worker at the Belleville Campus effective July 1, 2014 at an annual salary of $56,596.80 ($27.21 per hour) with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Service Employees Union Local #116;

- appoint David Mark Light to the full-time faculty tenure track position of Assistant Professor/Librarian at the Sam Wolf Granite City Campus effective August 11, 2014 placed at the Master 0-14 Level, Step 1 of the 2011-2014 *Memorandum of Understanding* for the base load salary of $47,524.00;

- appoint Stefan Schoemehl to the full-time administrative position of Assistant Instructional Technology Manager at an annual salary of $46,000.00 effective July 16, 2014, subject to the provisions of the Personnel Procedures for Administrators;

- appoint Jeffrey Baltes to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $40,000 effective July 7, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Lakeetra Catchings to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $40,000 effective July 1, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Leroy Crisp to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $36,000 effective July 7, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Ryan Crouse to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $36,000 effective July 1, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Dr. Kiesha Ford to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $40,000 effective July 1, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Melissa Gehrs to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $40,000 effective July 1, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Adam Guebert to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $40,000 effective July 1, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Emily Muertz to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $36,000 effective July 1, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Debbie Schachner to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $40,000 effective July 1, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Caprice Stancil-Smith to the full-time administrative position of Academic Advisor with district-wide responsibilities at an annual salary of $40,000 effective July 1, 2014 in accordance with the provisions of the Personnel Procedures for Administrators and subject to employment at will with reappointment evaluations conducted throughout the first seven months of employment;

- appoint Michael Juenger to the position of Interim Athletic Director effective June 30, 2014;

- approve maternity leave request for Katie Graville, Student Development Specialist for the TRIO Student Support Services Program at the Sam Wolf Granite City Campus, on or about September 16, 2014 through October 29, 2014;

- adopt by title only resolution required annually by the State of Illinois pertaining to the certification of prevailing wage rates for construction of public works with the District;

- adopt resolution required annually by the State of Illinois pertaining to the certification of prevailing wage rates for construction of public works with the District;

- offer reduced tuition program as a pilot project to the SWIC EMS Field Training Officers (non-paid clinical staff) for the period July 1, 2014 through June 30, 2016;

- 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 the following individuals:

  Dylan J. Morris to attend Lewis and Clark Community College in the Supported College Transition program for Fall 2014, Spring 2015 and Summer 2015 semesters;

  Kierra D. Lynn to attend Lewis and Clark Community College in the Supported College Transition program for Fall 2014, Spring 2015 and Summer 2015 semesters;

  Lisa Schmidt to attend College of DuPage in the Long Term Care Administration program for Spring 2014 and Fall 2014 semesters; and

  LaWanna Kiefer to attend College of DuPage in the Long Term Care Administration program for Fall 2014, Spring 2015 and Summer 2015 semesters.

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

PLANNING AND POLICY COMMITTEE REPORT

Chairman Joseph reported he had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman 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

Happy Birthday to Student Trustee Nick Raftopoulos, who will celebrate his 21st birthday June 24! Congratulations and best wishes on your monumental birthday. Thank you for representing the student body of SWIC so professionally and for you do on behalf of the students of Southwestern Illinois College.

Dr. Costello noted Trustee Joseph and his wife, Barb, celebrated their 50th wedding anniversary June 6. Congratulations, Mr. Joseph!

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.

Red Bud Campus

High School Academy is conducting classes once again at the Red Bud Campus for students who need to earn lost credits in order to graduate high school with their class. There are 17 students registered for the first session June 9-July 1. Registration continues for the second session that will meet July 7-28.

Phi Theta Kappa members from the Red Bud Campus traveled to Elgin Community College on June 6-8 to attend the Regional PTK Conference. Students fellowshipped with other chapter members, attended educational sessions, listened to motivational speakers and received a Three Star Chapter award at the recognition dinner on Saturday.

Red Bud Campus College Activities will sponsor the Red Cross Summer Blood Drive on Wednesday, June 25, 2014 from 10 a.m. to 2 p.m. This drive is being coordinated by Brijal Patel, student worker and a member of Phi Theta Kappa. The College Activities Summer BBQ will be held in conjunction with the blood drive. All those who give blood or attempt to give blood will enjoy a free lunch.

Belleville Campus

The Phi Theta Kappa Illinois Regional Convention was held June 6–8 at Elgin Community College. The Belleville Chapter received recognition for attaining a 5 Star Level in the 5 Star Chapter Development Program. PTK advisor Julie Stellhorn received a Horizon Award which honors advisors who have attained new levels of achievement in Phi Theta Kappa programs. Theta Epsilon Chapter 2013-2014 President, Alex Kawalec, received a Hall of Honor Officer Award based on the recipient's demonstration of leadership, promotion of Honors in Action and other engagement in the Society.

Public Information and Marketing

SWIC students feel safe and our Public Safety "community policing" efforts stack up favorably among the region's higher education peers, according to a series of stories that appeared June 7 in the Belleville News-Democrat. SWIC students and faculty are encouraged to report crimes and suspicious activity to Public Safety in an effort to keep their learning and work environments safe. Student Trustee Nick Raftopoulos was one of two students who shared they felt safe on their respective campuses. Copies of the two stories were provided to the trustees.

The Belleville News-Democrat featured the new Belleville Campus solar panels on the front page of the Business section of the Monday, June 2 issue. A large photo of the panels was featured, along with a five-column spread article, copies of which were provided to the trustees. The article highlights the partnership with IGEN and the savings the college will experience thanks to the initiative. The ad equivalency value of this printed newspaper coverage was $4,665.60.

The Belleville News-Democrat featured the college's Running Start program on the front page of the Monday, June 16 issue. The lengthy feature included a half-page spread article and a large photo of Running Start graduate Chris Keehler on the front page, as well as a five-column article on the second page. The ad equivalency value of this newspaper coverage was $9,876.60. The photo and article, as well as a screenshot of the online video, were provided to the trustees.

The Belleville News-Democrat featured PSOP on the front page of the Saturday, May 10 issue. The photo was of the Belleville Senior Celebration, which celebrated the birthdays of both PSOP (40 years) and the City of Belleville (200 years). The ad equivalency value of this newspaper coverage was $4,687.20. Along with the front-page photo was an online photo gallery of pictures and a two-minute video with footage from the event. The front-page photo and copies of the online photo gallery and video were provided to the trustees.

The BND featured PSOP on the front page of the local section of the Thursday, May 1 issue. The photo was of the "Jailhouse Rock" dance at PSOP and featured Elvis impersonator Steve Davis. The ad equivalency value of this newspaper coverage was $5,076. The front-page photo, as well as copies of the online photo gallery and video, was provided to the trustees.

Community Services and Campus Operations
An invitation to the Opening Reception for the Belleville 200 Exhibit at the Schmidt Art Center on July 2 will be mailed to all members of the Board of Trustees, as well as VIP tickets for the July 5 fireworks and Mid-America Air Force Band Celebration, which guarantees special parking, special seating and light non-alcoholic refreshments before the festivities begin.

4,274 students participated in the 2013-2014 Dual Credit Program, earning a total of 12,998 credit hours this year.

PSOP
More than 200 seniors attended the annual Senior Day in Shiloh on June 4. The event was sponsored by PSOP and the Village of Shiloh.

Sustainability
SWIC Director of Sustainability Marcia Lochmann directed and delivered two statewide webinars for faculty and staff implementing renewable energy projects totaling nearly $3,000,000 to be installed throughout the state in 2014.

Marcia Lochmann represented IGEN at the Illinois Energy Workforce Consortium, a collaboration of leaders from the four major utility providers in Illinois to discuss ways IGEN colleges can collectively create Energy Technical Training for utility companies and deliver the offerings across the state.

ICCTA Report
Student Trustee Raftopoulos attended the ICCB Student Leadership Institute in Springfield, Illinois on June 5-7. He thanked the trustees and Dr. Costello for allowing him to attend. Mr. Raftopoulos stated it was a great experience and he learned a lot from other student trustees. He plans to attend future meetings as scheduled.

Trustee Roehrkasse provided ICCTA handouts from the June 6-7, 2014 meetings of the ICCTA Board of Representatives. A few of the actions taken at the meeting include:

> Received memo from ICCB Executive Director Dr. Karen Hunter Anderson stating the General Assembly passed the FY 2015 budget. A brief spreadsheet on the budget as passed by the General Assembly was also provided. Illinois community colleges received level funding.
>
> Received an update on the Illinois General Assembly's spring 2014 legislative session.
>
> Elected ICCTA's 2014-2015 officers by unanimous ballot:

Andrew Bollman (Sauk Valley)	Vice President
Dr. Dee Boswell (Kaskaskia)	Secretary
Jim Endress (Highland)	Treasurer

ICCTA's current vice president, William Kelley (Harper) will become president on July 1, succeeding Bob Johnson (Kishwaukee).

The Illinois General Assembly is scheduled to return for the Fall Veto Session on November 19-21 and December 2-4.

Upcoming meetings:	August 8-9	ICCTA Executive Committee Retreat Hyatt Schaumburg Hotel, Schaumburg
	Sept. 12-13	ICCTA Board of Representatives Meetings Bloomington-Normal Marriott Hotel and Conference Center, Normal
	Oct. 22-25	ACCT Leadership Congress Hyatt Regency Chicago Hotel, Chicago

Attorney's Report
Mr. Hoerner had no report.

MISCELLANEOUS
Chairman Mance noted that tonight is the last Board meeting for Media Services Coordinator Dennis McKay, who is retiring June 27, 2014. Mr. Mance stated Dennis has served under all eight presidents of Belleville Jr. College, Belleville Area College, and Southwestern Illinois College, totaling 40 years of service. Dennis has been an important part of the committee and regular meetings of the Board of Trustees, as he has recorded most of them. Chairman Mance thanked Dennis for his years of outstanding service and led a standing ovation.

Mr. McKay said if the years he was a student were added, he has been at the college for 42 years and stated he felt very blessed to have been a member of the SWIC family. He added his position presented a very unique situation in that it allowed him to interact with the Board of Trustees, faculty, administration and students, and he was able to call them by their first names. Dennis extended his thanks and appreciation to all.

ADJOURNMENT
Mr. Morton moved, seconded by Dr. Briggs, to adjourn the meeting at 6:33 p.m. The motion carried.

Approved: **07.16.14**

Respectfully submitted,

_____
Nick J. Mance
Chairman of the Board of Trustees

_____
Beverly J. Fiss
Secretary to the Board of Trustees

Memo

To: Clay Baitman

From: Lynette Rienbolt

Date: June 16, 2014

Re: President's Report – May 2014

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

Career Training (Open Enrollment)
Driver Safety (instructor led) – 2 seminars, 35 participants
Driver Safety (on-line) –92 participants
Business Skills Training - 3 seminars, 19 participants
Software Training – 3 seminars, 26 participants
Industrial – 1 seminar, 25 participants

Corporate Training (Contract)
Business Skills Training - 6 seminars, 84 participants
Software Training – 1 seminar, 11 participants
Industrial Training – 6 seminars, 39 participants

Total: 22 seminars; 331 participants; 23 companies served