MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Wilmsmeyer Room
Sam Wolf Granite City Campus
October 20, 2010

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No 522, was held Wednesday, October 20, 2010 in the Wilmsmeyer Room of the Sam Wolf Granite City Campus, 4950 Maryville Road, Granite City, Illinois. Chairman Nick Mance called the meeting to order at 6:00 p.m.

ROLL CALL

Trustees present:	Kenneth R. Joseph Nick Mance Robert G. Morton Richard Roehrkasse Philip L. Smith Eugene Verdu David Hobbs, Student Trustee
Trustee absent:	Sam Wolf

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. Trustee Roehrkasse requested the billboard advertising contract renewals be pulled from the consent agenda. Mr. Roehrkasse stated he will present the contracts under his committee report.

MOTION 10-20-10:01
Mr. Roehrkasse moved, seconded by Mr. Smith, to:

- approve the minutes of the regular Board meeting of September 15, 2010; the Public Hearing of September 27, 2010; and the special Board meeting of September 27, 2010;

- approve the bills:

Education Fund	$7,276,551.37
Operations & Maintenance Fund	300,648.39
Operations & Maintenance Fund Restricted	718,095.67
Restricted Purposes Fund	349,729.92
Trust & Agency Fund	30,479.20
Audit Fund	11,300.00
Liability, Protection & Settlement Fund	74,390.66
Self Insurance Fund	38,848.34
Grand Total All Funds:	$8,800,043.55

- approve proposed amendments to the following Board Policies and Administrative Procedures:

Board Policy #3013: Externally Funded Employment
Board Policy #3014 and Administrative Procedures #3014AP: Employee vs. Independent Contractor
Board Policy #3015: Work Periods
Board Policy #3016 and Administrative Procedures #3016AP: Access to Personnel Files
Board Policy #3017 and Administrative Procedures #3017AP: Staff Development
Board Policy #3021 and Administrative Procedures #3021AP: Termination of Employment
Board Policy #4002 and Administrative Procedures #4002AP: Equal Educational Opportunity
Board Policy #4014 and Administrative Procedures #4014AP: Financial Aid Program
Board Policy #4015 and Administrative Procedures #4015AP: Counseling/Human Development
Board Policy #7010 and Administrative Procedures #7010AP: Use of College Facilities
Board Policy #8013 and Administrative Procedures #8013AP: Programs and Services for Older Persons
Board Policy #8014 and Administrative Procedures #8014AP: Senior Citizen Tuition and Waiver
Board Policy #8015 and Administrative Procedures #8015AP: PSOP/Economic Means Test
Board Policy #8017 and Administrative Procedures #8017AP: Institutional Advertising and Sponsorships;

- approve first reading of the proposed amendments to the following Board Policies and Administrative Procedures:

  Board Policy #3004 and Administrative Procedures #3004AP: Equal Employment Opportunity
  Board Policy #3019: Faculty Tenure
  Board Policy #3023 and Administrative Procedures #3023AP: Substance Abuse
  Board Policy #3025: Reduction in Number of Personnel
  Board Policy #3026 and Administrative Procedures #3026AP: Employee Benefits
  Board Policy #3027 and Administrative Procedures #3027AP: Worker's Compensation
  Board Policy #3028: Retirement
  Board Policy #3029: Organization Chart
  Board Policy #3031: Student Employment
  Board Policy #3032: Political Rights of College Faculty and Staff
  Board Policy #3033: Americans with Disabilities Act
  Board Policy #3034: Employee Benefits/403(b) Plan
  Board Policy #4023 and Administrative Procedures #4023AP: Bulletin Board Usage
  Administrative Procedures #4025AP: Student Clubs and Organizations
  Board Policy #4026 and Administrative Procedures #4026AP: Student Club and Organization Sponsorships
  Board Policy #5001: Academic Freedom
  Board Policy #5008 and Administrative Procedures #5008AP: Course Fees
  Board Policy #6011: Information Technology Security

- approve Change Order #005 to Impact Strategies, Fairview Heights IL in the amount of $10,641.00 to reroute panel feeder for baseball dugout at the Belleville Campus;

- award the lowest responsible bid for renovation of the Sam Wolf Granite City jet engine facility to L. Wolf Company, Granite City IL in the amount of $215,000.00;

- award the lowest responsible bid for ADA Grant Project at the Belleville Campus to W. G. Services, Wood River IL in the amount of $59,501.00;

- accept renewal grant from the State of Illinois Department of Insurance for PSOP's SHIP program in the amount of $1,275.00 for the period September 23, 2010 through January 31, 2011 to educate seniors on the changes in Medicare and the drug programs;

- accept ratification of the U. S. Department of Education grant for the Illinois Community College Sustainability Network in the amount of $600,000.00 for the period September 15, 2010 through September 14, 2011 as SWIC is the fiscal agent for the Illinois Green Economy Network (IGEN);

- accept new FY11 Programs of Study Local Implementation Continuation Grant, Health Science, from ICCB Perkins Federal Leadership in the amount of $20,000.00 for the

period July 1, 2010 through June 30, 2011 to provide resources to support local efforts in the development, improvement and implementation of aligned Programs of Study, as defined in the Perkins IV legislation;

- accept new FY11 Programs of Study Local Implementation Grant, Construction, from ICCB Perkins Federal Leadership in the amount of $25,000.00 for the period July 1, 2010 through June 30, 2011 to provide resources to support local efforts in the development, improvement and implementation of aligned Programs of Study, as defined in the Perkins IV legislation;

- accept new FY11 CTE/Developmental Ed Bridge Implementation grant through Workforce Investment Act incentive monies in the amount of $24,000.00 for the period July 1, 2010 through June 30, 2011 to design a bridge that will effectively transition developmental education students into existing credit bearing postsecondary CTE degree and certificate programs;

- accept renewal of FY11 Programs of Study Local Implementation Continuation Grant, Manufacturing, through ICCB Perkins (Title I) Leadership in the amount of $20,000.00 for the period July 1, 2010 through June 30, 2011 to provide resources to support local efforts in the development, improvement and implementation of aligned Programs of Study, as defined in the Perkins IV legislation;

- accept renewal of FY11 College & Career Readiness Grant in the amount of $125,000.00 for the period July 1, 2010 through June 30, 2011 to continue partnering with area high schools to ease the transition from secondary to postsecondary for our students;

- approve new agreement between Southern Illinois Hospital Services and Southwestern Illinois College, District #522 to permit Health Information Technology program students to participate in clinical experiences at any of the three hospitals owned and operated by Southern Illinois Hospital Services: Memorial Hospital of Carbondale; Herrin Hospital; and St. Joseph Memorial Hospital of Murphysboro;

- approve renewal agreement between Discovery School and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;

- approve renewal facility agreement between Kinder Care Learning Center and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;

- approve new facility agreement between Riverbend Head Start & Family Services-GCS and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;

- approve new facility agreement between Riverbend Head Start & Family Services-Venice and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;

- approve renewal facility agreement between Smart Start Learning Center, Inc., and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;

- approve new facility agreement between Dash Entertainment Music and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Music Technology instructional program at SWIC;

- approve renewal facility agreement between Jettison Studio and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Music Technology instructional program at SWIC;

- approve renewal agreement between Okaw Regional Vocational System and Southwestern Illinois College, District #522 to subcontract with Okaw Regional Vocational System in the amount of $18,975.00 to deliver services as specified in the 2010-2011 PCCS grant funded by the ICCB and administered by SWIC as described in the agreement;

- approve renewal agreement between St. Clair County/SWIC Career & Technical Education System and Southwestern Illinois College, District #522 to subcontract with the St. Clair County/SWIC Career & Technical Education System in the amount of $11,475.00 to deliver services as specified in the 2010-2011 PCCS grant funded by the ICCB and administered by SWIC as described in the agreement;

- approve renewal agreement between Illinois Department of transportation and Southwestern Illinois College, District #522 to provide for the SWIC CHOICE (Choosing Healthy Options Involving Community Education) team to implement educational programming;

- approve new agreement between Heartland Community College and Southwestern Illinois College, District #522 to provide the funding for SWIC's Sustainability Center staff;

- approve renewal agreement between St. Clair Township and Southwestern Illinois College, District #522 to formalize their contribution in support of the Corporation of National and Community Service grant to PSOP;

- approve the tentative list of graduates for the 2010 Fall semester;

- approve the 2011-2012 and the 2012-2013 Academic Calendars;

- approve the 2011-2012 Adult Basic Education calendar;

- approve course fee adjustments;

- commit to Silver Level of campus sustainability as specified in the Illinois Campus Sustainability Compact;

- accept the retirement notification of David Sullivan, full-time custodian, effective at the close of business February 28, 2011;

- accept the resignation of Walter Arenstein, Director of Sustainability, effective at the close of business October 15, 2010;

- appoint James F. Gunter to the position of Assistant Director of the Physical Plant at an annual salary of $61,000 effective November 8, 2010 with employment subject to the provisions of the Personnel Procedures for Administrators;

- approve revised maternity leave request for Jessica Baack, Assistant Professor of Biology, beginning in mid-November and returning the second or third week of May, 2011;

- approve maternity leave request for Melody Gee, Assistant Professor of English, for the entire Spring 2011 semester;

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

- approve the three-year rate schedules with BAS and HealthLink as follows:

Year	BAS	HealthLink	Combined Total
2011	$25.00	$8.00	$33.00
2012	$25.50	$8.25	$33.75
2013	$26.00	$8.50	$34.50

- approve the monthly rates for the four medical plan options for the period January through December 2011.

Plan Option	Monthly Rate
HMO Single	$ 400
PPO Single	$ 600
HMO Family	$1,284
PPO Family	$1,750

- accept the renewal option submitted by Mutual of Omaha for reinsurance coverage in 2011 at the following monthly rates:

Aggregate Stop Loss Premium	$ 5.42 per enrolled employee
Specific Stop Loss Premium/Single	$34.51 per enrolled employee
Specific Stop Loss Premium/Family	$94.05 per enrolled employee;

- approve partial student support for the following:

Sarah Alfini to attend College of DuPage in the Long-Term Care Administration program for Fall 2010, Spring 2011 and Summer 2011 semesters;

Susan Keel to attend John A. Logan College in the Occupational Therapy Assistant program for Fall 2010, Spring 2011 and Summer 2011 semesters; and

Kenneth Lohman to attend Lewis and Clark Community College in the Supported School to Work Transition program for Fall 2010, Spring 2011 and Summer 2011 semesters.

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

PLANNING AND POLICY COMMITTEE REPORT

Chairman Joseph reported he had no additional items.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkasse reported the contract renewal with In-Focus Outdoor Marketing for billboard advertising provided for two billboards at a rate of $700 each per month for six months, for a total of $8400. The information presented at the Facilities and Finance Committee on October 11, 2010 provided costs for only one billboard at $4200. The contract renewal with Mid-America Advertising was correct.

MOTION 10-20-10:02

Mr. Roehrkasse moved, seconded by Mr. Hobbs, to renew the following billboard advertising contracts:

Mid-America Advertising, Collinsville IL to provide electronic billboard advertising on I-55/70 at Collinsville Avenue and Dr. Martin Luther King Drive, East St. Louis, Illinois for six months at $2,200 per month; and

In-Focus Outdoor Marketing, Belleville IL to provide billboards at Route 161 and West Boulevard in Belleville and Route 203 at Highway 70 in Granite City for six months at $700 each per month. Upon a roll call vote, those members voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Wolf. **PASSED**

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton presented a renewal agreement between St. Clair County Intergovernmental Grants Department and Southwestern Illinois College, District #522 to provide for implementation of the Youth Employment and Training Program for St. Clair, Monroe, Randolph, Clinton and Washington Counties through the Workforce Investment Act.

MOTION 10-20-10:03

Mr. Smith moved, seconded by Mr. Verdu, to approve renewal agreement between St. Clair County Intergovernmental Grants Department and Southwestern Illinois College,

District #522 to provide for implementation of the Youth Employment and Training Program for St. Clair, Monroe, Randolph, Clinton and Washington Counties through the Workforce Investment Act. Upon a roll call vote, those members voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Abstain: Mr. Morton. Absent: Mr. Wolf. **PASSED**

REPORTS

President's Report

Dr. Costello thanked Vice President Valerie Thaxton and staff for the Sam Wolf Day & Renovation Dedication event held this evening at the Sam Wolf Granite City Campus. The campus looked beautiful.

Dr. Costello's report was read verbatim by the Board Secretary in its entirety as follows:

"A voucher for $19.1M through DCEO has been disbursed to the Comptroller's Office. We have been told we will receive $2M within 7-10 days. If the governor wishes to make an announcement before the election, we may be scheduling a media event.

I attended the Presidents' Council Retreat on October 13-15 in Lincolnshire, Illinois. Some agenda topics discussed were funding; Higher Education Finance Study Commission; performance based funding; tuition limits; SURS exemptions; local vendors and purchasing on lowest bid; ISAC bonding proposal (troublesome); MAP funds; working cash funds; and a report out on IGEN. The Illinois community colleges are united in a marketing plan. Myself and Mr. Fleming are on this committee. Our goal will be to establish a consistent positive message regarding community colleges statewide telling our stories, etc. AACC President and CEO George Boggs is closely monitoring the negative ad campaign being run about community colleges. I reported out on the White House Community College Summit. As a result of the Summit, ACCT President Tom Bennett, Illinois Central College student who also attended the Summit, and I are joining forces on an op-ed piece.

This month, Southwestern Illinois College has had an overwhelming presence in regional media:

Winning Women Radio:
Taped interview that ran Oct. 3 on St. Louis radio station, 103.3 FM
White House Community College Summit:
DVD copy provided
Taped telephone interview with KMOX
Live telephone interview on KTVI Fox 2 In The Morning
Article in the weekend edition of the Belleville News Democrat
College Activities-sponsored Event - Meteorologist Reed Timmer:
KTVI Fox 2 interview at 9 p.m. and again at 10 p.m. The event brought more than 700 people to the Belleville Campus to see Timmer, the star of Discovery Channel's "Storm Chaser" show.

You have been provided a copy of the October issue of the Illinois Business Journal. On the back is a joint Ittner and SWIC full page ad which showcases our commitment to "green."

SWIC was well-represented at the recent "Paint the Town" event. Everywhere you looked, **TEAM SWIC** shirts could be seen. SWIC is receiving positive words of praise and thanks from people on the city planning committee, parents and kids who participated in the "Kid's Zone"! Thanks to all who participated for a job well done!

Vice President H.O. Brownback recently participated in a panel discussion with St. Louis business and higher education leaders to interpret the recent St. Louis "State of the Workforce" Report. The discussion was part of a day-long series on regional workforce and economic development. H.O. is also working with his colleagues at PSOP where he did an in-service for staff on strategic planning and just last week delivered a workshop on How to Develop a Strategic Plan for 15 of PSOP's Advisory Board members.

The Beta Iota Iota Chapter of Phi Theta Kappa will have an induction ceremony on Friday, October 22 at 7:00 p.m. in the Performing Arts Room.

During the month of September, Selsius™ held 40 seminars with 458 participants from 19 companies including: US Steel, Trouw Nutrition, Solutia, Air Mobility Command and Gateway Energy & Coke Company.

PSOP Activities department and volunteers baked 2,530 cookies for Belleville's Gingerbread Walk.

November 10 will be a Veterans Day Celebration at noon in The Commons.

On October 8, five current and former SWIC students took the oath to become naturalized U.S. citizens at a ceremony at Mt. Vernon High School.

Industrial Technology and Adult Basic Education celebrated the successful completion of the 12th Highway Construction Preparatory Training Program at ESLCCC on October 14. Eleven persons received certificates from this program which has seen an increase in students finding employment in the construction industry.

Adult Ed, St. Clair County Jail and St. Clair County ROE conducted a ceremony on October 14 awarding GED certificates to eight inmates. SWIC began offering GED test preparation classes at the jail last summer.

Over 1,000 teachers and administrators attended the Monroe/Randolph Bi-county teacher institute held at the new Waterloo High School. SWIC provided a green resource table and handed out resources to help schools "go green".

Congratulations to trustees Richard Roehrkasse and Nick Mance. They celebrated birthdays of October 11 and October 18 respectively. Thank you for all you do on behalf of Southwestern Illinois College."

ICCTA Report
Trustee Joseph reported the next ICCTA meeting is November 12-13, 2010 in Oak Brook, Illinois. This is the legislative and legal update meeting. Trustees should contact the Board Secretary if they are interested in attending.

Attorney's Report
Mr. Hoerner provided an Intergovernmental Agreement between St. Clair County Transit District and Southwestern Illinois College which will allow purpose for joint approval to IDOT for grant funds up to $5M that are currently earmarked for MetroLink. The funds will be used for general infrastructure improvements at or near the MetroLink Station adjacent to the Belleville Campus. Approval of this agreement is the first step for Ittner to work with engineers for the St. Clair County Transit District. Mr. Hoerner will review all documents. Ittner will provide a scope of work.

MOTION 10-20-10:04
Mr. Roehrkasse moved, seconded by Mr. Smith, to approve the Intergovernmental Agreement between St. Clair County Transit District and Southwestern Illinois College. Upon a roll call vote, those members voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Wolf. **PASSED**

MISCELLANEOUS
Vice President Baitman reported the coasters provided to the trustees were made by students in the Precision Machining Technology program.

EXECUTIVE SESSION
Mr. Joseph moved, seconded by Mr. Roehrkasse, to move into Executive Session at 6:34 p.m. to discuss land acquisition and litigation. Upon a roll call vote, those members voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Wolf. ***PASSED*** *(Note: Trustee Joseph made a motion at 6:20 p.m. to move into Executive Session but withdrew the motion.)*

Mr. Smith moved, seconded by Mr. Morton, to return to regular session at 6:45 p.m. The motion carried.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

MOTION 10-20-10:05
Mr. Verdu moved, seconded by Mr. Smith, to approve the Memorandum of Understanding between Southwestern Illinois College and Hospital Sisters Health System. Upon a roll call vote, those members voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Mance. Nays: None. Absent: Mr. Wolf. **PASSED**

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Hobbs, to adjourn the meeting at 6:47 p.m. The motion carried.

Approved: **11-17-10**

Respectfully submitted,

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Nick J. Mance
Chairman of the Board of Trustees

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Beverly J. Fiss
Secretary to the Board of Trustees