MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
January 19, 2011

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No 522, was held Wednesday, January 19, 2011 in the Marsh Conference Room of the Belleville Campus, 2500 Carlyle Avenue, Belleville, 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 (arrived at 6:05p) Eugene Verdu David Hobbs, Student Trustee
Trustees absent:	Philip L. Smith Sam Wolf

PUBLIC COMMENTS

Terry Million, parent of a SWIC student, addressed the Board of Trustees concerning Engineering classes and sudden changes which resulted in hardships for students and their families. The Board took Mrs. Million's comments under advisement and directed they be reviewed by administration.

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 Morton requested agenda item X.E.1. Appointments, Attachment 14 be pulled from the consent agenda.

MOTION 01-19-11:01
Mr. Roehrkasse moved, seconded by Mr. Verdu, to:

- approve the minutes of the special Board meeting of December 6, 2010; the regular Board meeting of December 15, 2010; and the Executive Session of December 15, 2010;

- approve the bills:

Education Fund	$1,134,119.97
Operations & Maintenance Fund	280,169.22
Operations & Maintenance Fund Restricted	51,018.35
Bond & Interest Fund	240,438.46
Restricted Purposes Fund	250,000.00
Trust & Agency Fund	21,493.26
Liability, Protection & Settlement Fund	100,827.07
Self Insurance Fund	44,256.15
Grand Total All Funds:	$2,122,322.48

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

  Board Policy #2016 Freedom of Information
  Board Policy #3011 and Administrative Procedures #3011 AP Faculty Research and/or Consulting
  Board Policy #3018 Faculty Development
  Board Policy #4007 and Administrative Procedures #4007 AP Academic Honors
  Board Policy #5002 Attendance at Commencement
  Board Policy #5003 and Administrative Procedures #5003 AP Curriculum Development
  Board Policy #5004 and Administrative Procedures #5004 AP Curriculum Committee
  Board Policy #5006 Private Instruction
  Board Policy #5007 Sales to Students
  Board Policy #5012 Faculty Evaluation
  Board Policy #6004 Investment Policy
  Board Policy #6005 Inter-Fund Loans and Transfers
  Board Policy #7005 Commercial Solicitation
  Board Policy #7008 and Administrative Procedures #7008 AP Food Service
  Board Policy #7009 and Administrative Procedures #7009 AP Mail Services
  Board Policy #7015 and Administrative Procedures #7015 AP William and Florence Schmidt Art Center
  Board Policy #8010 and Administrative Procedures #8010 AP Economic Development Activities

- adopt proposed new Board Policy #4019 and Administrative Procedures #4019AP, Service Animals;

- approve Illinois Law Enforcement Alarm System Mutual Aid agreement;

- award the lowest responsible bid for 2011-2012 College catalog to Breese Publishing Company, Breese IL in the following amounts according to quantity:

13,000	$27,383.00
15,000	$30,118.00
17,000	$32,863.00;

- change office supply vendor from Staples to Office Max through the Illinois Public Higher Education Cooperative beginning March 1, 2011;

- approve agreement with Holland Construction Services, Swansea IL to provide construction management services for ongoing campus projects;

- accept renewal of continuing Student Success grant from the Illinois Community College Board in the amount of $541,415 for the period July 1, 2010 through June 30, 2011 to provide services designed to improve successful transition to postsecondary education, retention, and student learning outcomes;

- accept new Special Populations Professional Development and Technical Assistance Project grant award for the New Look Project Non-Traditional Occupations in the amount of $3,500 for the period November 4, 2010 through June 15, 2011which includes a Gender Diversity in the Workplace Panel and Networking Event and the distribution of resources to district high school counselors/Partnership for College and Career Success (PCCS) coordinators;

- accept new St. Louis Agency on Training and Employment (SLATE) grant in the amount of $194,148 for the period July 1, 2010 through June 30, 2011 to provide the infrastructure for SWIC to participate in a St. Louis metropolitan area training grant with other community colleges;

- approve renewal agreement between Select Rehabilitation of Illinois and Southwestern Illinois College, District #522 to permit health science students to utilize the clinical facility;

- approve renewal agreement between Association for Bright Learners' Education (ABLE) and Southwestern Illinois College, District #522 to offer a variety of programs as part of the 2011 College for Kids summer program as developed in conjunction with SWIC's Community Education;

- accept a gift to the college;

- approve course fee adjustments;

- appoint Melissa Roche to the position of Accountant in the Business Office at the Belleville Campus effective February 7, 2011 at an annual salary of $49,000 with employment subject to the provisions of the Personnel Procedures for Administrators;

- award faculty tenure to:

Christopher Farmer	Mathematics
Melody Gee	English
Adam Hucke	Music
William McCarter	English
Michael McClure	Mathematics; and

- ratify the hire of 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 members voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Roehrkasse, Mr. Verdu, and Mr. Mance. Nays: None. Absent: Mr. Smith and Mr. Wolf. **PASSED**

PLANNING AND POLICY COMMITTEE REPORT

Chairman Joseph directed Vice President Brownback to report on the upcoming All College Discussion Day on February 2, 2011.

Mr. Brownback reported 727 faculty and staff responded to the SIS survey, evaluating college processes in ten areas:

Partnerships
Knowledge Management
Institutional Support
Stakeholders
Finances
Student Support
Teaching and Learning
Human Talent
Leadership
Mission

Our accreditor, the Higher Learning Commission, requires this self-study. This survey will serve as the basis for the All College Discussion Day on February 2, 2011. All responses averaged out to *very effective* to *somewhat effective*. Mr. Brownback stated that *somewhat effective* tells us we have a pretty good organization. In a telephone conversation he recently had with the Higher Learning Commission, they provided very positive feedback.

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

Trustees were provided the current edition of ICCB magazine which includes a cover page feature on the four Illinois participants, of whom Dr. Costello was one, who were invited to attend the White House Community College Summit.

In the January/February edition of St. Louis Commerce magazine the SWIC Technical Education Division received significant/half-page news coverage about new sustainability course offerings. A copy of the ad was provided. Thanks to Tech Ed Dean Brad Sparks for assisting with this media placement.

During the month of December, Selsius™ conducted 37 seminars with 434 participants from 15 companies. Some of these companies included: City of O'Fallon, Kemira Logistics, St. John's Home & Community Center, Jet Aviation St. Louis, Inc., and Memorial Hospital.

Karen Stallman participated in an interview at Channel 9 in St. Louis promoting a Higher Education Sustainability Consortium. SWIC staff will participate in the upcoming St. Louis Green Confluence at the St. Louis University Center for Sustainability on January 26-27.

Web Innovations and Technology Services electronics recycling begins the February 13th at the Belleville Campus (weather permitting) and continues the second Sunday of each month.

The first orientation of the "Plus 50" student group was held January 6th with 18 students attending. A panel discussion with presenters from Public Safety, Success Center and Counseling was followed by eSTORM training. Fourteen students signed up to be called for monthly meetings to continue to discuss issues and questions relative to adult learners age 50 and older.

Starting in February, Adult Basic Education will conduct GED test preparation classes for district residents on parole. Through a partnership with Behavioral Interventions (BI), a private corporation that provides counseling services to government agencies, and the Parole Office, SWIC will conduct classes two days a week at the federal building in East St. Louis.

Recently MERS-Goodwill closed its store in Cahokia. This action ended a fifteen-year arrangement whereby part of the Goodwill building housed GED test preparation and English as a Second Language classes and SWIC's Even Start program. It was a prime location providing the largest number of enrollments and performance outcomes of any other extension site. The new location, the former Holy Family Catholic School, is near the Goodwill building and easily accessible by car and public transportation. The Adult Ed staff looks forward to serving the greater Cahokia community from this new location.

The Highway Construction Preparatory Training Program started with a record number of new enrollments. A number of factors contributed to this increase…more completers getting into good paying jobs, heightened marketing by SWIC and word of mouth testimony on the value and integrity of the training opportunity.

On January 12, Melva Bonk and Suzanne Dailey participated in a statewide focus group examining issues related to educational programs in Illinois prisons. Gladyse Taylor, Acting Director of the Illinois Department of Corrections (IDOC), chaired the event. Four community colleges were represented: Lake Land, Richland, Rend Lake and Southwestern.

ICCTA Report

Trustee Roehrkasse reported the next meeting of the ICCTA Board of Representatives will be held in conjunction with the ACCT Legislative Summit in Washington, D.C. on February 14-15, 2011. Mr. Roehrkasse requested approval to attend the Legislative Conference since out-of-state travel must be pre-approved according to Board Policy.

MOTION 01-19-11:02

Mr. Verdu moved, seconded by Mr. Hobbs, to authorize Trustee Roehrkasse to attend the ACCT Legislative Summit in Washington, D.C. on April 14-15, 2011. Upon a roll call vote, those members voting aye were Mr. Hobbs (Opinion), Mr. Joseph, Mr. Morton, Mr. Verdu, and Mr. Mance. Nays: None. Abstain: Mr. Roehrkasse. Absent: Mr. Smith and Mr. Wolf. **PASSED**

Attorney's Report

Mr. Hoerner reported Dr. Thaxton requested his review of an agreement with the St. Louis Agency on Training and Employment (SLATE) to provide services in support of the WIA Community-based Job Training Grant Graduate St. Louis. Mr. Hoerner has reviewed this agreement and finds it acceptable for passage.

MOTION 01-19-11:03

Mr. Mance moved, seconded by Mr. Verdu, to accept project contract between SWIC and the St. Louis Agency on Training and Employment in the amount of $194,148.42 for the period July 1, 2010 through June 30, 2011. Upon a voice vote, the motion unanimously **PASSED.**

MISCELLANEOUS

Chairman Mance suggested the February meeting of the Board of Trustees be held at the Sam Wolf Granite City Campus.

MOTION 01-19-11:04

Mr. Hobbs moved, seconded by Mr. Morton, to hold the February 16, 2011 meeting of the Board of Trustees at the Sam Wolf Granite City Campus. Upon a voice vote, the motion unanimously **PASSED.**

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Joseph, to adjourn the meeting at 6:30 p.m. The motion carried.

Approved: **02-16-11**

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