



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
March 27, 2019**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522 was held Wednesday, March 27, 2019 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Robert G. Morton called the meeting to order at 6:00 p.m.

ROLL CALL

Trustees present:	John S. Blomenkamp Robert G. Morton Richard Roehrkasse Philip L. Smith Eugene Verdu Sonny Wilson, Student Trustee
Trustees absent:	Dr. Harry Briggs Stephanie Scurlark-Belt

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Chairman Morton referred to the consent agenda items to be considered by the Board of Trustees and asked if any trustee desired to have any items removed from the consent agenda in order to have them considered separately. Trustee Blomenkamp requested the following be pulled from the consent agenda:

IX.C.	Architectural Services
X.D.2.	Appointment: Executive Director of Enrollment Development and Institutional Planning

Chairman Morton pulled the following additional items from the consent agenda:

- X.D.10. Appointment: Deputy Director/Instructor of the Police Academy and Administration of Justice program
- X.D.15. Appointment: Instructional Support Assistant at the Sam Wolf Granite City Campus

MOTION 03-27-19:01

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

- approve the minutes of the regular Board meeting of February 25, 2019;
- authorize the Business Office to make payment totaling \$129,760.00 to the following unions for Construction Apprenticeship training conducted during the Spring 2019 semester:

Southern Illinois CJAP (Carpenters)	\$60,960.00
Iron Workers Local 392	\$18,400.00
Painters District Council No. 58	\$15,600.00
Sheet Metal Workers Local 268	\$21 600.00
Plumbers and Pipefitters Local 101 JATC	\$13,200.00;

- approve new agreement between Symbria Rehab, Inc., Glen Carbon, Illinois and Southwestern Illinois College, District #522 to allow Health Sciences students to participate in clinical experience;
- approve new facility agreement between American Red Cross Missouri and Arkansas and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology (HMS) instructional program at Southwestern Illinois College;
- approve renewal agreement between Scienstational Workshops for Kids, Inc. and Southwestern Illinois College, District #522 to offer a variety of programs as developed in conjunction with SWIC's Community Education;
- approve renewal agreement between MAD Science of St. Louis and Southwestern Illinois College, District #522 to offer a variety of programs as developed in conjunction with SWIC's Community Education;
- approve renewal agreement between Bricks 4 Kidz of St. Louis-Metro East LLC and Southwestern Illinois College, District #522 to offer a variety of programs as developed in conjunction with SWIC's Community Education;
- approve renewal agreement between Gateway Regional Medical Center, Granite City, Illinois and Southwestern Illinois College, District #522 to allow Health Sciences students to participate in clinical experience;

- approve the resignation of Andrew Ho, Systems Analyst Programmer, effective close of business March 22, 2019;
- accept the retirement notification of Susan Pflug, Administrative and Special Event Assistant at the Belleville Campus, effective close of business April 30, 2019;
- appoint Percynthia Lancaster, Catherine McLaughlin, Randy Pierce, Williesha Seals, and Scott Sharkey to the part-time grant-funded SWIC EE positions of ATS Driver effective April 1, 2019 at the hourly rate of \$12.79 for up to 28 hours per week;
- appoint Debra Schachner to the part-time SWIC EE position of Employment Training Assistant effective April 1, 2019 at an hourly rate of \$23.31 for up to 28 hours per week;
- appoint Jamia Swift to the part-time SWIC EE position of Employment Training Specialist effective April 1, 2019 at an hourly rate of \$20.31 for up to 28 hours per week;
- appoint Denisa McGraw to the part-time SWIC EE position of Financial Aid, Veteran Services and Student Employment effective April 16, 2019 at an hourly rate of \$20.59 for up to 28 hours per week;
- appoint Stacey Ottenschnieder to the part-time SWIC EE position of Financial Aid Administrative Assistant effective April 16, 2019 at an hourly rate of \$17.50 for up to 28 hours per week;
- appoint Marcus Gladney to the part-time SWIC EE position of Shipping and Receiving Clerk at the Belleville Campus effective April 1, 2019 at an hourly rate of \$10.58 for up to 28 hours per week;
- appoint Casie Dugan to the full-time faculty position of Coordinator/Instructor Radiologic Technology at the Belleville Campus with district-wide clinical coordination responsibilities effective August 19, 2019 at Master 0-14, Step 3 (\$52,435) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule;
- appoint Diane Iberg to the full-time faculty position of Coordinator/Instructor Medical Laboratory Technology at the Belleville Campus with district-wide clinical coordination responsibilities effective August 19, 2019 at Master 0-14, Step 3 (\$52,435) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule;
- appoint Matthew Harter to the full-time faculty position of Aviation Maintenance Technology Full-time Faculty/Coordinator at SWGCC effective July 1, 2019 at Below Master, Step 9 (\$56,206) based upon the current faculty salary schedule;
- appoint Keith Mueller to the full-time faculty position of Aviation Pilot Training/Aviation Management/Aircraft Dispatcher Program Coordinator at the Belleville Campus with district-wide responsibilities effective August 12, 2019 at Master

0-14, Step 5 (\$55,596) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule;

- appoint Kevin Corgan to the full-time faculty position of Welding Technology Coordinator/Instructor at SWGCC with district-wide responsibilities effective August 12, 2019 at Below Master, Step 16 (\$67,904) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule;
- appoint Angela Gilbreth to the full-time faculty position of Nursing Education and Health Related Occupations Coordinator/Instructor at the Belleville Campus with district-wide clinical coordination responsibilities effective August 19, 2019 at Master 0-14, Step 3 (\$52,435) based upon the faculty salary schedule of the current MOU with any future adjustments made to the salary schedule;
- create an additional full-time faculty position in the Administration of Justice program and initiate the selection process using the previous pool of applicants for the Deputy Director Police Academy/Instructor Police Academy in the Health Sciences & Homeland Security Division;
- ratify the part-time and temporary faculty and staff actions for February 2019 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff;
- ratify the selection of Dr. Linda Dawkins, Professor of Chemistry, as the college's ICCTA 2019 Outstanding Full-time Faculty Member of the Year; and
- ratify the selection of Barb Andersen, Adjunct Instructor in the Medical Laboratory Technology and Medical Assistant programs, as the college's ICCTA 2019 Outstanding Part-time Faculty Member of the Year.

Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

APPROVAL OF BILLS

MOTION 03-27-19:02

Mr. Smith moved, seconded by Mr. Verdu, to approve the bills:

Education Fund	\$4,509,918.81
Operations & Maintenance Fund	212,369.64
Operations & Maint Fund-Rest	46,474.90
Restricted Purposes Fund	496,284.22
Trust & Agency Fund	8,400.68
Audit Fund	20,590.00
Liability, Protection & Settlement Fund	58,283.48
 Grand Total All Funds:	 \$5,352,321.73

Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

PLANNING AND POLICY COMMITTEE REPORT

Chairman Morton reported the committee had no items to bring forward.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Morton introduced the item pulled from the consent agenda, Architectural Services.

Southwestern Illinois College completed a Request for Qualification (RFQ) for Architectural Services in February, 2019. The college published in two newspapers and directly solicited proposals from multiple firms. The RFQ was also sent to all diversity firms registered with Central Management Services on its Business Enterprise Program website. Five proposals were received and reviewed by an internal committee. The top three finalists were interviewed March 18, 2019 at a special meeting of the Facilities and Finance Committee and ranked in preferred order. The committee recommended placing the item on the consent agenda for action by the Board of Trustees to direct the Board Attorney to negotiate a contract with the architectural firm in ranked order.

Board Attorney Hoerner summarized the Professional Services Act applicable to local governments which is not subject to bidding.

MOTION 03-27-19:03

Mr. Roehrkasse moved, seconded by Mr. Smith, to direct the Board Attorney to negotiate a contract with the following architectural firm in ranked order to provide architectural services for the college:

- Farnsworth Group
- Woolpert Architecture
- FGM Architects

Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

Committee Chairman Roehrkasse presented a request to approve the following tuition and fees effective Fall 2019 semester:

In-district tuition	\$113/credit hour
Out-of-district tuition	\$204/credit hour
Out-of-state tuition	\$113/credit hour
Student Activity fee	\$ 3/credit hour
Technology & Classroom Support fee	\$ 6/credit hour

The proposed rates include no change to in-district tuition and fees and a decrease to the out-of-district rate and out-of-state rate per credit hour.

MOTION 03-27-19:04

Mr. Roehrkasse moved, seconded by Mr. Smith, to approve the tuition and fees as follow effective Fall 2019 semester:

In-district tuition	\$113/credit hour
Out-of-district tuition	\$204/credit hour
Out-of-state tuition	\$113/credit hour
Student Activity fee	\$ 3/credit hour
Technology & Classroom Support fee	\$ 6/credit hour

Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton presented the following appointment recommendations that were pulled from the consent agenda: Executive Director of Enrollment Development and Institutional Planning; Deputy Director/Instructor of the Police Academy and Administration of Justice program; and Instructional Support Assistant at the Sam Wolf Granite City Campus.

The Executive Director of Enrollment Development and Institutional Planning position was discussed in Executive Session.

MOTION 03-27-19:05

Mr. Morton moved, seconded by Mr. Smith, to appoint Eric Danford to the full-time faculty position of Deputy Director/Instructor of the Police Academy and Administration of Justice program effective August 19, 2019 at Master 0-14, Step 1 (\$49,453) based upon the faculty salary of the current MOU with any future adjustments made to the salary schedule. Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: Mr. Blomenkamp. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

MOTION 03-27-19:06

Mr. Morton moved, seconded by Mr. Smith, to appoint LeeAnn Goodlin to the full-time SWIC EE position of Instructional Support Assistant at the Sam Wolf Granite City Campus effective May 1, 2019 at an annual salary of \$31,532, which is Grade 5 of the SWIC EE salary schedule. Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

EXECUTIVE SESSION

*Mr. Smith moved, seconded by Mr. Verdu, to move into Executive Session at 6:27 p.m. to discuss personnel. Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED***

There was consensus to return to regular session at 6:35 p.m.

ACTIONS TAKEN AS A RESULT OF EXECUTIVE SESSION

MOTION 03-27-19:07

Mr. Morton moved, seconded by Mr. Smith, to appoint Robert Tebbe to the full-time administrative position of Executive Director of Enrollment Development and Institutional Planning effective April 1, 2019 at an annual salary of \$114,000 at salary grade 9 and subject to the provisions of the Personnel Procedures for Administrators. Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: Mr. Blomenkamp. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

MOTION 03-27-19:08

Mr. Morton moved, seconded by Mr. Smith, to extend the employment contracts for the full-time and part-time Administrative, Professional and Supervisory personnel for the period July 1, 2019 through June 30, 2020 and subject to the Personnel Procedures for Administrators. Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

MOTION 03-27-19:09

Mr. Verdu moved, seconded by Mr. Smith, to extend the employment contracts for the full-time and part-time Administrative, Professional and Supervisory personnel employed in grant/contract programs for the period July 1, 2019 through June 30, 2020 and subject to the Personnel Procedures for Administrators and the continued receipt of external grant funds. Upon a roll call vote those trustees voting aye were Mr. Wilson (opinion), Mr. Blomenkamp, Mr. Roehrkasse, Mr. Smith, Mr. Verdu and Mr. Morton. Nays: None. Absent: Dr. Briggs and Ms. Scurlark-Belt. **PASSED**

REPORTS

President's Report

Birthday wishes were extended to Board Attorney Garrett Hoerner, who will celebrate a birthday March 31.

President Mance requested the remainder of his report be read into the minutes and made a part of the public record.

ICCTA Report

Trustee Roehrkasse provided ICCTA Board Highlights from the March 9, 2019 meeting held in Naperville, Illinois.

The next meeting of the ICCTA Representatives will be held in conjunction with Lobby Day on April 30, 2019 in Springfield, Illinois.

Attorney's Report

Mr. Hoerner stated he had no report.

MISCELLANEOUS

Trustee Blomenkamp inquired about the Strategic Plan. President Mance reported a meeting is scheduled for late April.

ADJOURNMENT

Mr. Smith moved, seconded by Mr. Verdu, to adjourn the meeting at 6:40 p.m. The motion carried.

Approved: **04.17.19**

Respectfully submitted,

Robert G. Morton
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

Southwestern Illinois College
Faculty Professional/Scholarly/Service Activities
February and March 2019
(and earlier items not included previously)

Presented by Julie Muertz, Dean of Health Sciences and Homeland Security

Diane Dodd, Coordinator, Respiratory Care Program, attended a recruiting event at Belleville West High school in Belleville, IL on February 6th.

Beth Repp, Clinical Coordinator, Respiratory Care Program taught AHA Advanced Cardiac Life Support at Anderson Hospital in Maryville, IL on February 12th.

Diane Dodd, Coordinator, Respiratory Care Program and Respiratory Care Student Association Sponsor, attended the Respiratory Care Student Association meeting held in Belleville, IL on February 11th.

Beth Repp, Clinical Coordinator, Respiratory Care Program, attended an American Association for Respiratory Care Webcast on “Fractional Expired Nitric Oxide and Airway Biomarkers” in Belleville, IL on February 28th.

Diane Dodd, Coordinator, Respiratory Care Program and Elizabeth Repp, Respiratory Care Clinical Coordinator, attended an American Association for Respiratory Care Webcast on “Negligence/Malpractice” in Belleville, IL on January 31st.

Van Muschler, Director of Police Academy and Administration of Justice Coordinator, served as a judge at the Skills USA Illinois State Qualifying Conference competition at the Granite City Campus on March 1st. Van was a judge for the practical exercises of high school students preparing to be police officers or to work in other areas of criminal justice.

Beth Raftopoulos, Associate Professor in Nursing Education, served as a judge at the Skills USA Illinois State Qualifying Conference competition at the Granite City Campus on March 1st. Beth was a judge for the practical exercises of high schools students enrolled in the Nurse Assistant course.