PLANNING AND POLICY COMMITTEE
Seibert Conference Room
Belleville Campus
May 6, 2019
5:00 p.m.

Committee members present: Richard Roehrkasse, Chair
         Robert G. Morton

Committee member absent: Nick Raftopoulos

Trustees present: John Blomenkamp
         Steve Campo
         Dajanae Thomas-Jackson, Student Trustee
         Philip Smith
         Eugene Verdu

Administrators present: Nick J. Mance
         Linda Andres
         Anna Moyer
         Staci Oliver
         Missy Roche
         Robert Tebbe
         Bernie Ysursa

         Mike Thomas

Attorney present: Garrett Hoerner

CALL TO ORDER
Chairman Roehrkasse called the meeting to order at 5:55 p.m.

APPROVAL OF MINUTES
Mr. Morton moved, seconded by Mr. Roehrkasse, to approve the minutes of the April 8, 2019 meeting as submitted. The motion carried.

INFORMATION TECHNOLOGY ACCOMPLISHMENTS, REQUESTS FOR SERVICE AND STATUS REPORTS
Executive Director of IT Linda Andres provided the following update:

Swic.edu Project: Upgraded IDP and TST environments in preparation for user testing, which is going well.

                         Procured temporary photographer/videographer. In the process of matching content with pictures. Need access to instructional classrooms for certain images.

                         Unveiled new website design to Content Managers.

1

Technology Assistance Center:	Created new Technology Assistance Center, located in the ISB by Financial Aid and Registration, designed to assist faculty and students with Blackboard, logging in, etc. The Center is staffed and backup is provided by the NOCs. The Center will be advertised through Opening Week, and a handout is planned for the summer semester. Trustee Campo suggested attaching cards to syllabi to promote it.
Bulk Computer Purchase:	Over 80% of the 355 bulk computer purchase has been deployed; project should be completed in the next month.

Completed PeopleSoft Tools upgrade.

Configured Infoshare to select FY2020 in budget area.

FIRST READING OF PROPOSED AMENDMENTS TO BOARD POLICIES

Board Attorney Hoerner at last month's meeting was directed to draft a policy or an amendment to an existing policy concerning return to work for SURS annuitants, to be presented for first reading at the next meeting of the Planning and Policy Committee. He presented proposed amendments to Board Policy 3002, Eligibility for Initial Employment, and Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff.

Mr. Hoerner explained the SURS return-to-work restrictions concerning annuitants returning to work in any capacity, paid or unpaid, with a SURS-covered employer. If an annuitant returns to SURS-covered employment after the 60-day period, the annuitant will be subject to an earnings limitation. If a SURS-covered employer employs an affected annuitant, the employer must make a contribution to SURS equal to the affected annuitant's annualized retirement annuity.

The Seventh Circuit Court of Appeals ruled Oakton Community College made a mistake in monitoring its annuitants and was charged a $75,000 penalty. Oakton subsequently changed its policy to preclude employment of any SURS pension annuitants, regardless of the penalty threshold.

Mr. Campo questioned the penalty and asked for the number of SWIC employees who could possibly be affected. Ms. Moyer reported approximately 15-20, to which Mr. Campo asked, "Is it worth losing 15-20 really good people because we're afraid of a possible $75,000 penalty? We eliminate the opportunity to build a pool of candidates to teach a 'spur of the moment' class."

President Mance stated when an employee retires, they should retire because they want to and not come back and 'double dip.' Mr. Campo cautioned the college will lose a lot of talented faculty who may want to only teach a few classes, not a full load. Trustee Verdu replied, "We are not a social agency. When you make the decision to retire you should retire." Trustee Campo continued, "You're not talking about 100 people. It's nice to have the flexibility. You are in a double digit decline for four straight years. You would have instructors at your beckon call. You will not have a problem."

Mr. Morton moved, seconded by Mr. Roehrkasse, to go forward and recommend first reading of the proposed amendments to Board Policy 3002, Eligibility for Initial Employment, and Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff. The motion carried. (This item will appear on the consent agenda.)

NEW BOARD POLICY AND ADMINISTRATIVE PROCEDURE
Executive Director of IT Linda Andres presented new Board Policy 7017 and new Administrative Procedure 7017AP, Information Technology Breach.

The college's new cyber insurance carrier requires the college have a cyber policy in place. The policy with corresponding administrative procedures establishes the actions to be taken to identify, manage, and respond to suspected or confirmed breaches, i.e. SSN's; medical information; class rosters; drivers' licenses, etc.

Mr. Morton moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees approve first reading of proposed new Board Policy 7017 and new Administrative Procedure 7017AP, Information Technology Breach. The motion carried. (This item will appear on the consent agenda.)

NEXT SCHEDULED MEETING
The next scheduled meeting of the Planning and Policy Committee is Monday, June 10, 2019 at 5:00 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT
Mr. Morton moved, seconded by Mr. Roehrkasse, to adjourn the meeting at 6:24 p.m. The motion carried.

Respectfully submitted,

_____
Beverly J. Fiss
Secretary to the Board of Trustees