

PLANNING AND POLICY COMMITTEE
Seibert Conference Room
Belleville Campus
October 7, 2019
5:00 p.m.

Committee members present:	Richard Roehrkasse, Chair Robert G. Morton Nick Raftopoulos
Trustees present:	John Blomenkamp Steve Campo
Administrators present:	Nick J. Mance Linda Andres Anna Moyer Staci Oliver Missy Roche Robert Tebbe Bernie Ysursa Brad Sparks
Attorney present:	Garrett Hoerner

CALL TO ORDER

Chairman Roehrkasse called the meeting to order at 5:38 p.m.

APPROVAL OF MINUTES

Mr. Raftopoulos moved, seconded by Mr. Morton, to approve the minutes of the September 16, 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:

Completed:

Transitioned from e-Storm to Campus Solutions; mobile friendly version.
Campus Solutions PeopleTools Upgrade; going to 8.57; perform every two years.

Projects in Progress

Creating institutional metric dashboards for better handling what is going on regarding persistence, college level retention, developmental reading, developmental writing, and developmental math.

Working on another bulk computer order.

Working on Windows 10 upgrade; on schedule for end of year.

FIRST READING OF PROPOSED AMENDMENTS TO BOARD POLICY 2001; BOARD POLICY 7013; AND ADMINISTRATIVE PROCEDURE 7013AP

President Mance presented Board Policy 2001, Board of Trustees Bylaws, and reported it was last reviewed May 2003. Chairman Roehrkaske stated he has some additional changes and asked if it was anticipated receiving comments from people other than trustees. Mr. Mance answered he hopes to receive comments from everyone. The topic was pulled from the agenda for first reading and will be readdressed.

Executive Director of IT Linda Andres presented a request to approve first reading of proposed amendments to Board Policy 7013 and Administrative Procedure 7013AP, Telephone Service. She reported staff was spending a considerable amount of time creating invoices to SWIC employees for reimbursement of personal calls made on SWIC telecommunications equipment. Last year the college realized only \$15, as most people use their own phones. Staff will evaluate this new process on an annual basis and recommend amending if warranted.

Mr. Morton moved, seconded by Mr. Raftopoulos, to recommend the Board of Trustees approve first reading of proposed amendments to Board Policy 7013 and Administrative Procedure 7013AP, Telephone Service. The motion carried. (This item will appear on the consent agenda.)

REVIEW OF BOARD POLICY 2002

President Mance reported he has reviewed Board Policy 2002, Formulation of Board Policy, and did not see any changes. Trustee Campo inquired if there might be some advantage to having a small committee review Board policies and procedures. Then, if the institution loses someone, i.e., Larry Friederich, H. O. Brownback, etc., you still have someone remaining to review the documents. Chairman Roehrkaske stated he would consider that suggestion once we have a solid starting point.

Trustee Roehrkaske suggested there is software available concerning review of policies and procedures. Executive Director Andres reported we have that ability in-house. Mr. Roehrkaske recommended comparing what we have and what he will provide and next month present a comparison of the options.

President Mance pulled this topic from the agenda.

ANY OTHER COMMITTEE RELATED BUSINESS

President Mance provided a document in the committee packet entitled “AGB Board of Directors’ Statement on Governing Boards’ Responsibilities for Intercollegiate Athletics” and stated this is just information to examine. He stated we have to develop a policy for athletics. Chairman Roehrkaske questioned the next step, and President Mance asked trustees to look at/review the provided document. Trustee Campo stated he is familiar with this organization, which is comprised of 1300 member boards, and it is a good organization; however only five or seven members are in Illinois.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Planning and Policy Committee is Tuesday, November 12, 2019 at 5:00 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Raftopoulos moved, seconded by Mr. Morton, to adjourn the meeting at 6:05 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees