

PLANNING AND POLICY COMMITTEE
Seibert Conference Room
Belleville Campus
December 9, 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
Missy Roche
Gina Segobiano, Ed.D.
Robert Tebbe
Bernie Ysursa

Attorney present: Garrett Hoerner

CALL TO ORDER

Chairman Roehrkasse called the meeting to order at 5:41 p.m.

APPROVAL OF MINUTES

Mr. Raftopoulos moved, seconded by Mr. Morton, to approve the minutes of the November 15, 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:

Transition from e-STORM to Campus Solutions.
Last weekend completed the Finance PeopleTools Upgrade.

Technology Assistant Center

Provided students/faculty/staff with 189 instances of in-person support.
Provided students/staff/faculty with 957 instances of support, i.e. eSTORM, InfoShare.

Windows 10 Upgrade

Completed 35 Windows 10 and Office 2019 upgrades.
New computers coming in December 18, 2019 through January 5, 2020 that will be configured; then Windows 10 upgrades should be complete.

Trustee Campo commended Executive Director Andres concerning www.swic.edu and stated he has heard nothing but good things about the improved website.

ADOPTION OF PROPOSED AMENDMENTS TO BOARD POLICY 7016 AND ADMINISTRATIVE PROCEDURE 7016AP

Executive Director of IT Andres presented the proposed amendments to Board Policy 7016 and Administrative Procedure 7016AP, Acceptable Use of Information Technology Resources. First reading of these proposed amendments was approved by the Board of Trustees at its November 2019 meeting, after which they were shared with the college community. She reported one comment was received that was minor in nature and involved the example used in the policy, not the content. The proposed amendments are now ready to be adopted.

Mr. Raftopoulos moved, seconded by Mr. Morton, to recommend the Board of Trustees adopt proposed amendments to Board Policy 7016 and Administrative Procedure 7016AP, Acceptable Use of Information Technology Resources. The motion carried. (This item will appear on the consent agenda.)

FINAL DRAFT OF SWIC 2020-2025 STRATEGIC PLAN

The final draft of the college's 2020-2025 Strategic Plan was provided to the trustees. President Mance reported the planning process began in January 2019 and meetings were held over the course of several months. He added this document is everyone's document and will continue to change.

The final draft of the Environmental Scan and Gap Analysis were received at the end of November 2019. After staff review it will be presented to the Board of Trustees then provided to the Strategic Planning Group for review and possible revision of the Strategic Plan.

President Mance requested the Planning and Policy Committee and the Board of Trustees acknowledge the college has a Strategic Plan. Chairman Roehrkaesse polled the committee members to direct the Board Attorney to draft a resolution for action by the Board of Trustees at its December 18, 2019 meeting. The resolution will not appear on the consent agenda.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Planning and Policy Committee is Monday, January 13, 2020 at 5:00 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Raftopoulos, to adjourn the meeting at 5:50 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees