



BOARD OF TRUSTEES
Community College District No. 522
Seibert Conference Room
Belleville Campus
April 22, 2020

CALL TO ORDER

A meeting of the Board of Trustees of Community College District #522 was held Wednesday, April 22, 2020 in the Seibert Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Robert G. Morton called the meeting to order at 5:30 p.m.

ROLL CALL

Trustees present:

Steve Campo
Robert G. Morton
Nick Raftopoulos (remote)
Richard Roehrkasse (remote)
Sara Soehlke (remote)
Eugene Verdu (remote)

Trustees absent:

John S. Blomenkamp
Dajanae Thomas-Jackson, Student Trustee

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Chairman Morton referred to the consent agenda and asked if any trustees wished to remove any items. The following items were pulled from the consent agenda:

- IX.B.1. Roof Restoration and Masonry Work for Red Bud Campus; and
- IX.C.1. Roof Restoration for Information Sciences Building.

MOTION 04-22-20:01

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

- approve the minutes of the regular Board meeting of February 19, 2020;

- adopt proposed amendments to:

Board Policy 2002: Formulation of Board Policy
Board Policy 2006: Position Description - Secretary
Board Policy 2007: Position Description - Treasurer
Board Policy 2008: Position Description - College Attorney
Board Policy 2011: Appointment of Audit Firm
Board Policy 2012: Protection from Civil Suit
Board Policy 2013: Legal Counsel
Board Policy 2015: Board Information;

- adopt the 2020-2025 Strategic Plan;

- approve first reading of proposed amendments to:

Board Policy 2003: Board Code of Ethics
Board Policy 2004: Position Description - Board
Board Policy 2005: Position Description - Board Chairman
Board Policy 2009: Position Description - Student Board Member
Administrative Procedure 2009AP: Student Board Member
Board Policy 2010: Board Meeting Minutes
Board Policy 2014: Board Development
Board Policy 2016: Freedom of Information;

- approve the license true-up invoice from Oracle Corporation in the amount of \$42,550.25 for the period May 21, 2020 through May 20, 2021;
- approve three-year agreement for use of Blackboard's Ally product in the amount of \$24,500 for year one and a maintenance cost of \$15,000 each year for years two and three;
- accept renewal St. Clair County Community Services block grant from the St. Clair County Community Action Agency in the amount of \$10,000 for the period January 1, 2020 through December 31, 2020 to fund tuition and fees for adult education students who are also St. Clair County residents and are approved for enrollment in training programs offered by the Adult Education Department;
- accept new Stress Busting for Caregivers grant from AgeSmart Community Resources in the amount of \$2,250 for the period October 1, 2019 through September 30, 2020 to provide supplemental funds to offer a six-week Alzheimer's Education program: Stress Busting for Caregivers;
- accept amended Foster Grandparent Program grant from the Corporation for National and Community Service in the amended amount of \$286,313 for the period July 1, 2019

through June 30, 2020 to provide mentoring and tutoring to special needs children ranging in age from infancy to 21 years of age;

- accept amended Senior Companion Program grant from the National and Community Service in the amended amount of \$400,651 for the period July 1, 2019 through June 30, 2020 to provide volunteer services by income eligible adults age 55 and older to those at risk of institutionalization;
- accept renewal Retired and Senior Volunteer Program grant from the Corporation for National and Community Service in the amount of \$98,560 for the period April 1, 2020 through March 31, 2020 to provide volunteers for nonprofit agencies in St. Clair and Madison Counties and reimburse volunteers within certain guidelines;
- approve renewal agreement between VA Medical Center, St. Louis, MO and Southwestern Illinois College, District #522 to permit Health Science students (currently Medical Assistant program) to utilize the clinical facility;
- approve new agreement between The Early Years, Inc. and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology instructional program at SWIC;
- approve new agreement between Schanel Duncan dba Little Stars, L.R.L. and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve new agreement between High Mount School District #116 and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;
- approve new agreement between Daytime Discoveries, Inc. and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;
- approve new agreement between C.A. Henning Elementary and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;
- approve new agreement between Bernard Long Elementary School and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;
- approve new agreement between 1st Baptist Child Development Center and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Early Childhood Education program at SWIC;

- approve new agreement between Willows Ways, Inc. and Southwestern Illinois College, District #522 to provide practicum opportunities to students enrolled in the Human Services Technology program at SWIC;
- approve new agreement between Link-Systems International and Southwestern Illinois College, District #522 to provide online tutoring including integration of Pisces with the college's Learning Management System, Blackboard;
- approve renewal agreement between OSF Healthcare System, OSF Healthcare Saint Anthony's Health Center and Southwestern Illinois College, District #522 to permit Health Science students (Radiologic Technology, Computed Tomography, Medical Laboratory Technology and Phlebotomy programs) to participate in clinical experience;
- approve renewal agreement between Gateway Regional Medical Center and Southwestern Illinois College, District #522, to allow Health Science students (EMS/Paramedic programs) to participate in clinical experience;
- approve new agreement between Advanced Training and Rehabilitation and Southwestern Illinois College, District #522 to allow Health Science students (Physical Therapists Assistant program) to participate in clinical experience;
- approve a GPA of 2.5 on a 4.0 grading scale or higher for a high school graduate from a state recognized high school to enroll in college level English and mathematics courses at Southwestern Illinois College;
- approve new AAS degree and certificate programs as follows:

Practical Nursing certificate program, OCCUP 025C;
 Logistics & Supply Chain Management certificate program, OCCUP 049G;
 Medical Laboratory Assistant certificate program, OCCUP 022A;
 Brewing Science & Operations AAS degree, OCCUP 066G;
 Brewing Operations certificate program, OCCUP 066H; and Cannabis;

- approve course fee adjustments;
- accept gifts to the college;
- accept the following resignations:

Dr. Joy Branlund, Professor of Earth Science, effective close of business July 24, 2020;
 and

Valerie Stoner, Secretary, Business Division, effective close of business March 17, 2020;

- accept the following retirement notifications:

Chris Moran-Hunter, Enrollment Specialist/SAFB in the Student Services Division, effective close of business March 31, 2020; and

Jim Gunter, Physical Plant Manager, effective close of business March 2, 2020;

- appoint the following:

George Ingraham, Ray Russell, Douglas Borders and Ciara Hughes to the part-time grant-funded SWIC EE positions of ATS Driver effective April 1, 2020 at an hourly rate of \$12.79 for up to 28 hours per week based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule;

James Braden to the full-time administrative position of Senior Systems Analyst Programmer effective April 1, 2020 at an annual salary of \$95,000 at salary grade 8 and subject to the provisions of the Personnel Procedures for Administrators;

Kathryn Caraker to the full-time administrative position of Student Accounts and Financial Functional Analyst effective April 1, 2020 at an annual salary of \$58,000 at salary grade 3 and subject to the provisions of the Personnel Procedures for Administrators;

Jamie Wheeler to the full-time administrative position of Accountant II effective April 1, 2020 at an annual salary of \$61,000 at salary grade 4 and subject to the provisions of the Personnel Procedures for Administrators;

Donell Russell and Rushique Cooper to the part-time, grant-funded SWIC EE positions of ATS Driver effective May 1, 2020 at an hourly rate of \$12.79 for up to 28 hours per week based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule; and

the Fiscal Year 2021 reappointment of Full-time and Part-time Administrative, Professional and Supervisory Staff per Appendix A and subject to the Personnel Procedures for Administrators;

- hire the following:

Kristin Robbins to the part-time Radiologic Technology (RT) Clinical Instructor/Supervision position in the Health Sciences and Homeland Security Division for .5 hours weekly at an hourly rate of \$25.00 for the Spring 2020 semester;

part-time faculty for the Spring 2020 semester at a salary based on education attainment and number of credit hours assigned and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Health Sciences and Homeland Security Division

Rebecca Aitken, Nurse Assistant Instructor

Jennifer Polanco, Nurse Assistant Instructor

Courtney Schwartzkopf, Nurse Assistant Instructor

part-time faculty for the Summer 2020 semester at a salary based on education attainment and number of credit hours assigned and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Arts and Humanities

Deborah Wheeler, Art Instruction

Math and Sciences

Mark Levine, Engineering

- appoint Bradley Sparks to the retitled and restructured full-time administrative position of Dean of Technical Education and Workforce Development effective April 1, 2020 at an annual salary of \$125,000 at salary grade 9 and subject to the provisions of the Personnel Procedures for Administrators;

- create and advertise the following positions:

full-time SWIC EE position of Technical Services Coordinator;

full-time position of Practical Nursing/Nursing Education/Nurse Assistant Instructor for the FY 2020-2021 academic year;

full-time position of Practical Nursing Coordinator-Instructor for the FY 2020-2021 academic year; and

part-time/adjunct openings in the Practical Nursing program (continuously advertise from September 1, 2020-August 31, 2021);

- ratify the actions concerning part-time and temporary faculty and staff for February 2020 and March 2020 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff;
- approve recommendation of Dr. Chantay White-Williams, Associate Professor of English, as the college's ICCTA 2020 Outstanding Full-time Faculty Member of the Year; and
- approve recommendation of Belle Hamm, High School Equivalency teacher at the Red Bud Campus, as the college's ICCTA 2020 Outstanding Adjunct Faculty Member of the Year.

Upon a roll call vote, those members voting aye were Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, Ms. Soehlke, Mr. Verdu, and Mr. Morton. Nays: None. Absent: Ms. Thomas-Jackson (opinion) and Mr. Blomenkamp. **PASSED**

APPROVAL OF BILLS

MOTION 04-22-20:02

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

March 24, 2020

Education Fund	\$3,925,504.87
Operations & Maintenance Fund	213,973.80
Operations & Maint Fund-Rest	131,231.03
Bond & Interest Fund	1,500.00
Restricted Purposes Fund	268,587.92
Trust & Agency Fund	3,611.35
Liability, Protection & Settlement Fund	32,326.95
Grand Total All Funds:	\$4,576,735.92

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Education Fund	\$1,542,602.67
Operations & Maintenance Fund	159,180.41
Restricted Purposes Fund	282,926.25
Trust & Agency Fund	8,252.03
Liability, Protection & Settlement Fund	28,037.68
Grand Total All Funds:	\$2,020,999.04

Upon a roll call vote, those members voting aye were Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, Ms. Soehlke, Mr. Verdu, and Mr. Morton. Nays: None. Absent: Ms. Thomas-Jackson (opinion) and Mr. Blomenkamp. **PASSED**

PLANNING AND POLICY COMMITTEE REPORT

Chairman Roehrkasse reported the committee had nothing further.

FACILITIES AND FINANCE COMMITTEE REPORT

Chairman Roehrkasse reported the committee had no additional items. He stated the reason the items were pulled from the consent agenda is because the college is trying to save cash. President Mance added the college is still owed money from the state.

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Morton reported the committee had no additional items.

REPORTS

President's Report

President Mance reported he provided a document entitled "State of the College, Coronavirus Crisis Update" dated April 22, 2020 to the Board of Trustees.

ICCTA Report

Trustee Roehrkaase provided the following ICCTA updates:

The ICCTA Annual Convention scheduled for June 5-6, 2020 has been cancelled and will be possibly rescheduled this fall.

The April 29, 2020 Board of Representatives meeting will be held via ZOOM.

The Executive Committee Retreat will be held in August at Heartland Community College.

The location of the September 11-12, 2020 Board of Representatives meeting has yet to be determined.

Attorney's Report

Mr. Hoerner had no report.

MISCELLANEOUS

Board Chair Morton addressed committee assignments. He appointed Sara Soehlke to the Planning and Policy Committee and removed himself from the committee.

ADJOURNMENT

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

Approved: **05.20.20**

Respectfully submitted,

Robert G. Morton
Chairman, Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees