



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Seibert Conference Room
Belleville Campus
May 20, 2020**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522 was held Wednesday, May 20, 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 5:38 p.m.

ROLL CALL

Trustees present:

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

Trustees absent:

John Blomenkamp
Dajanae Thomas-Jackson, Student Trustee

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 in order to have them considered separately. No items were pulled from the consent agenda.

MOTION 05-20-20:01

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

- approve the minutes of the regular Board meeting of April 22, 2020;
- adopt 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: Position Description Description -
Student Board Member
Board Policy 2010: Board Meeting Minutes
Board Policy 2014: Board Development
Board Policy 2016: Freedom of Information;

- purchase two Network Attached Storage servers from Dell, Round Rock, TX at a total cost of \$19,937.12;
- renew software maintenance of KACE Systems Management with DLT Solutions, Herndon, VA in the amount of \$29,139.67 for the period July 1, 2020 through June 30, 2021;
- ratify the lowest responsible bid for a Chevy Silverado Truck to Jack Schmidt Chevrolet, O'Fallon, IL in the amount of \$66,944.63;
- ratify billboard advertising contract with In Focus Outdoor, Belleville, IL in the amount of \$9,880 for the period December 29, 2019 through December 28, 2020;
- approve the FY 2020 audit engagement letter and examination services engagement letter with CliftonLarsonAllen, Belleville, IL at a cost of \$54,100 to include two major programs under Uniform Grant Guidance; each additional major program will be \$3,400; and fees for additional services will be billed at \$165 per hour;
- accept a grant award;
- approve agreements per review and approval by the Board Attorney;
- hire part-time faculty in the Health Sciences & Homeland Security Division for the Summer 2020 semester and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Nina Moore, Radiologic Technology Instructor, \$41.73/hr for five hours weekly;

- hire part-time members in the Belleville AmeriCorps program for the 2019/2020 program year contingent upon the full implementation of the summer camp program by Belleville Public School District #118 and dependent upon the staffing needs of the summer camp program by Belleville Public School District #118;
- ratify the appointment of Samuel Hanger to the Foundation Board of Southwestern Illinois College; and
- ratify the part-time and temporary faculty and staff actions for February 2020 and March 2020 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff.

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

APPROVAL OF BILLS

MOTION 05-20-20:02

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

Education Fund	\$1,223,351.55
Operations & Maintenance Fund	388,364.93
Bond & Interest Fund	192,037.50
Restricted Purposes Fund	132,762.16
Trust & Agency Fund	1,165.30
Liability, Protection & Settlement Fund	105,230.51
 Grand Total All Funds:	 \$2,042,911.95

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

PLANNING AND POLICY COMMITTEE

Chairman Roehrkasse reported the committee had no additional items.

FACILITIES AND FINANCE COMMITTEE

Chairman Roehrkasse presented the FY 2022 RAMP which is usually submitted in June. A call was received from legislators requesting they would like us to submit a little earlier this year.

The FY 2022 RAMP consists of the following projects:

Allied Health Sciences Building at the Belleville Campus	\$ 56,772,900
Campus Quadrangle at the Belleville Campus	\$ 15,303,300
Main Complex Renovation and Repair at the Belleville Campus	\$ 36,334,600
	\$108,410,800

The FY 2022 RAMP contains the same projects as the FY 2021 RAMP; however the Allied Health Sciences Building project and the Campus Quadrangle project exchanged positions for consideration. The total amount is comprised of 75% state funding (\$81,308,100) and 25% local funding (\$27,102,600).

MOTION 05-20-20:03

Mr. Roehrkasse moved, seconded by Mr. Verdu, to approve the FY 2022 RAMP and to submit to ICCB. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, Ms. Soehlke, Mr. Verdu and Mr. Morton. Nays: None. Absent: Ms. Dejanae Thomas-Jackson (advisory) and Mr. Blomenkamp. **PASSED**

PERSONNEL, PROGRAMS AND SERVICES

Chairman Morton reported the committee had no additional items.

REPORTS

President's Report

President Mance is hopeful the Governor will move us to Phase 3 of his "Restore Illinois" plan by the end of the month.

Mr. Mance requested the report from Student & Community Development be read into the public record.

ICCTA Report

Mr. Roehrkasse reported the June 6 meeting of the ICCTA Board of Representatives will be held via video conferencing in lieu of the ICCTA Annual Meeting.

Attorney's Report

Mr. Hoerner stated he had nothing further.

ADJOURNMENT

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

Approved: **06.17.20**

Respectfully submitted,

Robert G. Morton
Chairman, Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees

**May President's Report
from
Student & Community Development**

AmeriCorps

- As of May 18, 2020, the status of the Belleville Public School District 118 summer camps is in question. District 118 is waiting for the Illinois governor to make a decision. Once the governor makes a decision, District 118 will make a decision.
- In the meantime, AmeriCorps members continue to help with the distribution of breakfasts and lunches to the students of District 118 and 175. At least three members are also serving at Belleville's Community Interfaith Food Pantry. One member, in conjunction with PSOP, is making "wellness check" telephone calls to seniors who are isolated during the shelter-in-place order. Several members are performing community service projects, such as litter pick-up, during the crisis.
- If the summer camps do not take place, District 118 plans to continue its food distribution to its students at five distributions sites on Mondays, Wednesdays, and Fridays throughout the summer. The AmeriCorps members who are currently serving would aid this effort.
- Serve Illinois informed Belleville AmeriCorps on May 12, 2020, that our program has been approved to receive an AmeriCorps State Award for the 2020/2021 Program Year in the amount of \$353,103, which would start in August 2020.

ARAMARK

- We are most grateful to our essential workers that are here on campus during the shutdown. Our six employees in the Café are enjoying making and serving them breakfast and lunch each day.

Career Services

- Career Services is offering a variety of workshops via Zoom presentations that are easily accessible for student's using their cellular devices. Students are asked to RSVP for workshops by emailing Latesha.rodgers@swic.edu no later than 12 pm the day prior to the each workshop. Future workshop opportunities will be available at a later date.
 - May 6- Creating a Winning Resume- 10am
 - May 6- Creating a Winning Resume- 5pm
 - May 20- Successful Interviewing- 10am
 - May 20-Successful Interviewing- 5pm
 - May 21- Creating a Winning Resume- 10am
 - May 22- Creating a Winning Resume- 12pm
 - May 25- Creating a Winning Resume-10am
 - May 27- Managing Your Social Media Presence- 10am
 - May 27- Managing Your Social Media Presence- 5pm

Disability & Access Center

- The Disability & Access Center has been continuing to remotely support students with disabilities as they worked through spring semester and prepare for summer and/or fall enrollment. Remote intake appointments, access software training appointments for alternate media, assistance to students' parents, and support for faculty related to

accommodations have been regularly provided. In an effort to add another measure of support, the DAC has reached out to students who missed calling in for their appointment time, which consistently resulted in positive student responses.

- The DAC has been additionally reaching out via e-mails to DAC registered students from spring semester so they were regularly reminded of available accommodative support for upcoming semesters.
- The processes of requesting and receiving disability-related 3rd party documentation, contacting and responding to high school and community agency staff to fully support students, interacting with Deaf Way Interpreting Services, and providing ADA Accommodation Plans to students are also ongoing in the online environment.
- The DAC has completed their ICCB 5 Year Program Review for 2020 submission which highlights successful direct student and faculty support, as well as numerous college-wide projects supported by Perkins grant funding, which have all enhanced overall institutional accessibility.

PSOP

- The St. Clair County Mental Health/708 Board has proceeded with an initiative to provide supportive counseling services to any hospital or medical worker experiencing stress as a result of the COVID-19 outbreak and its local effects. A recent press release advertised the availability of supportive counseling. A small group of qualified mental health professionals, many associated with grants from the 708 board, have been identified and have agreed to assist, when a request for counseling is made. The first request came within a day of the release, and the first counselor who volunteered and was assigned a participant was Tanya Koelker, MA, LCPC, of SWIC/PSOP's **Older Adult and Caregiver Counseling Program**. Tanya and her supervisor Jodi Gardner, MSW, LCSW, are uniquely qualified for this role, due to education, credentialing, and experience with the caregiver population, and will both assist as requested.
- Between March 23 and April 30, PSOP staff and volunteers began a **TELEPHONE REASSURANCE** program in an effort to reach out to isolated and lonely seniors in our communities. These are friendly calls which may lead to a referral to another PSOP staff member or partner agency for assistance with a stated need. During the above stated time frame, twenty PSOP staff made **4,671** calls which included **456 referrals**. Additionally, volunteers from the three volunteer programs made **1,272 calls** (that we were informed about) and one AmeriCorps member called **7** isolated seniors a total of **41** times. Total calls made as a part of this effort equaled: **5,984!** Here are a few anecdotal stories:
 - 1) "A lady wanted to share a story with me that she was so excited about. The day before was her birthday. She was somewhat disappointed of course, because of the current situation, that there would be no celebration. She got a call from her daughter asking her to come to the front door. She did and no one was there and nothing was going on that she could see. Then, coming down the street were a line of cars honking with signs hanging out the windows. She was overcome with joy and couldn't believe this was happening. Her daughter then told her to go into the backyard. She went around and saw that a party was planned that she was totally unaware of, her husband even kept the secret. Everyone had food and they had a

- wonderful time, while still practicing the social distancing. She still couldn't get over the surprise."
- 2) "I recently called a lady who was in a full panic about her Driver's License plate sticker. However, I was able to reassure her that the DMV had already made provisions she was very concerned about it expiring. She wanted to know if she could just have PSOP to mail it. Afterwards, I advised her again that PSOP was closed due to COVID 19 for that. I read her the information I received from the DMV. She was so happy she thanked me several times and said, well I can cross that off my list. Then she started talking about gardening. I wished her well with her flowers and now we talk about our yards every week."
 - 3) "My cute story is from Rosemary H. who started teaching school in Oklahoma at the age of 19 - she had 5th graders and tried to reach them the best she could when they were only a few years younger than her. She married an FBI man and they transferred all over the US. She lived in L.A., California for a bit and was on the Lawrence Welk show and danced with him twice on his TV show. She's 86 now and lives in O'Fallon, IL with her son."
 - 4) "The lady who got a visit from her grandchildren who stood outside her window at her retirement facility and talked to her. She was in isolation in her room, not even allowed to leave for meals, and this meant the world to her. Later a CNA brought in a bag with puzzles and coloring books and snacks from the same grandchildren."
 - 5) "Another lady lives at the Apartments at St. Paul 's and her husband is in the nursing home which is attached. She is not allowed to see her husband, but a CNA is kind enough to use her own phone so they can FaceTime once a week. The last time I talked with her, she was able to see her husband, from a distance, down a long hallway. She had not seen him since March."
 - 6) "After talking to one lady several times, I called and she was in the hospital. When I apologized and started to hang up she asked me to just stay on the line with her and talk to her for a while because she was so lonely. We chatted until she was getting sleepy and then hung up. She told me she loved me. I hung up and cried."
 - 7) "One of the older ladies I talked with, told me about being a little girl during The Great Depression and still remembering not having food. A few people have talked about World War II and rationing books/coupons for certain foods and gasoline. Some talked about their brothers being away in the Service and not hearing from them for months on end and waiting for a letter from them. One lady reminded me of the meat shortage of the 70's. Another talked about the gasoline shortage and waiting in long lines to fill up their tank. Several people brought up the Polio and Tuberculosis Pandemics and outbreaks in the 40's and 50's. Why did they bring these stories up? What were they trying to tell me? That there have been pandemics and rough times in the past, and there will be more in the future. Even though we are not all in the same boat at this time (jobs / loss of jobs, healthy / vulnerable, surrounded by family and friends / alone and isolated), we are all in the same storm and TOGETHER we will survive the storm."
 - 8) "One frail elderly resident who has lived in housing for a number of years appeared to be happy she was called. Ms. H. began to share with the clerk a number of complaints not connected to the pandemic atmosphere. Ms. H. stated she was taking 14 medications that affect her equilibrium, two years ago she fell on her greasy floor and had to be hospitalized for three months, her daughter is a retired

nurse and comes over twice a week to monitor her but does not take her anywhere, her caregiver does take her places and this is the only time she gets out of the house. She has fallen five times, has had three surgeries, and she talks to God on a regular basis. Ms. H. stated she misses Ms. Miller, the Service Coordinator, who she is always glad to see.”

Student Life Services

- Student Awards Night! is our annual opportunity to celebrate the accomplishments of our students and COVID 19 did not stop the show!

SWIC is proud to celebrate student accomplishments in the areas of athletics, scholarship, character, leadership and service. For the 19/20 academic year, 179 awards were presented to more than 150 students. Student Life congratulates all award recipients! Well done!

Please visit [Student Recognition Awards page](#) at swic.edu to see the full list of awards.

Chief Student & Community Development Officer

- Ensuring SWIC’s Student Disciplinary and CBITAT data is effectively scanned and entered in the Disciplinary Tracking System so proper documentation is on file for these student support systems.
- Assisting with the development, updates and coordination of content for the new online orientation initiative; ensuring overall program representation so students have access to support systems that will help them in their college journey, thereby promoting enrollment and retention.
- Maintaining daily interactions with Directors/Leadership staff to ensure online/remote operations are effectively serving and supporting students and potential students. Additionally, prioritizing sharing positive “Morning Messages” to support staff during these transitions.
- Reviewing and making changes to the “SWIC Care About You” in partnership with the “Public Safety” sections of the website to ensure the most effective and efficient way for students to be knowledgeable about the Reporting Concerning and Threatening Behaviors for CBITAT.
- Initiated the 2020 Student Handbook Revision process inclusive of establishing a workable time line with Jim Haverstick, submitting required PI&M request forms, and separating/distributing electronic versions of departmental information to all directors/team leads with an initial due date for return.