



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT NO. 522  
Seibert Conference Room  
Belleville Campus  
November 18, 2020**

**CALL TO ORDER**

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, November 18, 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. and announced a quorum.

**ROLL CALL**

Trustees present:	John S. Blomenkamp Steve Campo Robert G. Morton Nick Raftopoulos (remote) Richard Roehrkasse Sara Soehlke (remote)
Trustee absent:	Eugene Verdu

**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 from the consent agenda in order to have them considered separately. Trustee Campo requested X.C.1. Course Fees be pulled from the consent agenda.

**MOTION 11-18-20:01**

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

- approve first reading of proposed amendments to Board Policy 2007: Position Description-Treasurer;

- purchase a Hydraulic System Trainer from Avotek, Weyers Cave, VA in the amount of \$34,849;
- purchase a UMC-750SS Machine from Haas Factory Outlet, St. Louis, MO in the amount of \$167,935;
- approve improvements to the baseball infield at the Belleville Campus to Advanced Turf Solutions, St. Peters, MO in the amount of \$24,991.33;
- approve improvements to the soccer practice field at the Belleville Campus to Jake Yarber, Belleville, IL in the amount of \$17,350;
- approve the agreement between Southwestern Illinois College, District #522 and Bi-State Development Agency of the Missouri-Illinois Metropolitan District and St. Clair County Transit District;
- approve Facilities Usage Agreement between Southwestern Illinois College and Greenville University for the period July 1, 2020 through June 30, 2021;
- approve Facilities Usage Agreement between Southwestern Illinois College and Southern Illinois University Edwardsville for the period July 1, 2020 through June 30, 2021;
- dispose of a Chemistry Analyzer SCA240, SWIC property tag number 00000346, in accordance with board Policy 6008;
- adopt by title only Resolution Adopting Calendar Year 2020 Tax Levy;
- adopt Resolution Adopting Calendar Year 2020 Tax Levy;
- adopt by title only Resolution of Intent to Levy an Additional Tax Pursuant to Section 3-14.3 of the Illinois Public Community College Act;
- adopt Resolution of Intent to Levy an Additional Tax Pursuant to Section 3-14.3 of the Illinois Public Community College Act;
- accept renewal Adult Education and Literacy grant in the amount of \$1,203,385 for the period July 1, 2020 through June 30, 2021 to provide adult education and family literacy services;
- accept new Coronavirus Relief Fund (CURES) grant in the amount of \$17,280 for the period July 1, 2020 through December 31, 2020 to provide funding for technology to convert face-to-face instruction to an online, distance education or remote learning format;
- accept renewal St. Clement Foundation grant for PSOP Senior Companion Program in the amount of \$1,500 for the period July 1, 2020 through June 30, 2021 to provide funding for program volunteers in support of their travel to and from their clients' homes;

- accept renewal St. Clement Foundation grant for PSOP Foster Grandparent Program in the amount of \$1,000 for the period July 1, 2020 through June 30, 2021 to provide funding for program volunteers while traveling to and from volunteer sites, in-service meetings and recognition programs during fiscal year 20-21;
- accept new Workforce Equity Initiative grant in the amount of \$119,000 for the period July 1, 2020 through December 31, 2020 to be used for technology related to the conversion of face-to-face instruction to an online, remote learning format;
- approve new agreement between Randolph Hospital District, dba Memorial Hospital, Chester, IL and Southwestern Illinois College, District #522 to allow Health Sciences students in the Nursing Education Program the opportunity to participate in clinical experience;
- approve new agreement between SSM Health Care Corporation and Southwestern Illinois College, District #522 to allow Health Sciences students the opportunity to participate in clinical experience;
- approve course fee adjustments for the Nursing Education program effective June 1, 2021;
- accept the retirement notification of Deborah Bruyette, Literacy Coordinator, Adult Education Department, effective close of business December 31, 2020;
- appoint Nicole Johnson to the SWIC EE part-time grant-funded position of ATS Reservationist effective December 1, 2020 at an hourly rate of \$10.79 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule for up to 28 hours per week and the continued receipt of external funding;
- appoint Susan Leahy to the full-time administrative position of Director of Finance effective December 1, 2020 at an annual salary of \$91,000 at salary grade 7 and subject to the Personnel Procedures for Administrators;
- appoint Christopher Helmholt to the full-time administrative position of Supervisor, Physical Plant, effective December 1, 2020 at an annual salary of \$71,000 at salary grade 4 and subject to the Personnel Procedures for Administrators;
- appoint Lalonhi Kaonohi to the full-time administrative position of Supervisor, Physical Plant, effective December 16, 2020 at an annual salary of \$67,000 at salary grade 4 and subject to the Personnel Procedures for Administrators;
- appoint Michael Mance to the full-time administrative position of Manager of Work Control for Physical Plant effective December 1, 2020 at an annual salary of \$71,000 at salary grade 5 and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Chris Melvin to the full-time administrative position of Interim Director of Financial Aid and Student Services effective December 1, 2020 at an annual salary of

\$75,000 at salary grade 6 and subject to the provisions of the Personnel Procedures for Administrators;

- appoint Annjane Jones to the full-time administrative position of Interim Associate Director of Student Services effective December 1, 2020 at an annual salary of \$65,000 at salary grade 4 and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Danielle Chambers to the full-time administrative position of Interim Chief Student Services Officer effective December 1, 2020 at an annual salary of \$105,000 at salary grade 10 and subject to the provisions of the Personnel Procedures for Administrators;
- appoint James Grinnell to the full-time administrative position of Interim Manager of Auxiliary Services and Inventory Control effective December 1, 2020 at an annual salary of \$71,000 at salary grade 5 and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Katharine Jennings to the Retitled and Restructured position of Director of IT Functional Support effective December 1, 2020 at an annual salary of \$99,500 at salary grade 8 and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Cindy Shanks to the Retitled and Restructured position of Director of IT Equipment and Licensing effective December 1, 2020 at an annual salary of \$73,000 at salary grade 5 and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Debra Carrico to the Retitled and Restructured position of Senior Functional Analyst (Student Services) effective December 1, 2020 at an annual salary of \$67,000 at salary grade 4 and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Jamie Schrader to the Retitled and Restructured position of Accountant II, Foundation, effective December 1, 2020 at the same annual salary and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Nicole Snedigar to the Retitled and Restructures position of Assistant Director of Human Resources, ATS, effective December 1, 2020 at the same annual salary and subject to the provisions of the Personnel Procedures for Administrators;
- hire part-time faculty for the Spring 2021 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 Sciences (start date of 1-4-21)

Dr. Theresa Arnold, Early Childhood Education

Joseph Elmore, History

Dr. David Forrest, Political Science

Dr. Cynthia Higgins, Education

Dr. Mark Spaid, History  
Kat Spears, History  
Dr. Vanessa Vandergraaf, Education

Business, Health Sciences and Homeland Security

Anna Dow, Practical Nursing  
Jerald Jenkins, Business Transfer

- create and/or advertise positions as a result of reorganization to include vacancies resulting from the Voluntary Separation Incentive Program:

Dean of Health Sciences and Homeland Security (existing position)  
Director of Financial Aid/Student Services (existing position)  
Associate Director, Student Services (existing position retitled)  
Associate Dean, Arts/Science and Business (new position)  
Chief Student Services Officer (existing position retitled)  
Director of Compensation (existing position)  
Red Bud Campus, Site Manager (new)  
Sam Wolf Granite City Campus, Site Manager (new)  
Director of Talent Development (new)  
Director of Human Resources (existing position retitled)  
HR Generalist (existing position/existing position retitled)  
Manager of Auxiliary Services and Inventory Control (new)  
Instructional Technology Manager (new position)  
Director of Network Services (existing position)  
Technical Services Coordinator (existing position)  
Director of IT Development (new position)  
Functional Analyst, Instructional Support Services (new position)  
Accountant II (Grants/Payroll/backfill) (existing positions retitled)  
Social Media Specialist (new position)  
Coordinator of Academic Programs (existing position retitled)  
Executive Assistant, President's Office (existing position)

- assign SSS-046 to Grade 5 and adjust the salary of Bargaining Unit member Shawn Vratney to \$36,437.01 as defined in Article 15.D, page 42 of the SWIC EE CBA, effective fiscal year 2021;
- approve the following SURS annuitants for continued employment in accordance with SURS and Board Policy 3005:

Robert Beckett (PT Faculty-Aviation Maintenance)  
Linda Dawkins (PT Faculty-Chemistry)  
Theodore Dolter (PT Faculty-Chemistry)  
Mark Green (PT Faculty-AOJ)  
Jay Harrington (Men's Basketball Coach)  
Michael Jackson (PT Faculty-Welding)  
Robert Kaps (PT Faculty-Aviation Pilot Training); and

- ratify the part-time and temporary faculty and staff actions for October 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. Blomenkamp, Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, Ms. Soehlke, and Mr. Morton. Nays: None. Absent: Mr. Verdu. **PASSED**

### **APPROVAL OF BILLS**

#### **MOTION 11-18-20:02**

Mr. Blomenkamp moved, seconded by Mr. Roehrkasse, to approve the bills:

Education Fund	\$4,003,174.71
Operations & Maintenance Fund	319,843.06
Bond & Interest Fund	4,407,037.50
Restricted Purposes Fund	275,021.18
Trust & Agency Fund	6,500.98
Audit Fund	750.00
Liability, Protection & Settlement Fund	31,858.90
 Grand Total All Funds:	 \$9,044,186.33

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

### **PLANNING AND POLICY COMMITTEE REPORT**

Chairman Roehrkasse reported the committee had no additional items.

### **FACILITIES AND FINANCE COMMITTEE REPORT**

Chairman Roehrkasse reported the committee had no additional items.

### **PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT**

#### **MOTION 11-18-20:03**

Mr. Morton moved, seconded by Mr. Campo, to appoint Emilie Blomenkamp, Madison Tromp, and Tradale Hayes to the three full-time administrative positions of Academic Advisor effective January 4, 2020 at an annual salary of \$40,500 each at salary grade 1 and subject to the provisions of the Personnel Procedures for Administrators. Upon a roll call vote those trustees voting aye were Mr. Campo, Mr. Raftopoulos, Mr. Roehrkasse, Ms. Soehlke, and Mr. Morton. Nays: None. Abstain: Mr. Blomenkamp. Absent: Mr. Verdu. **PASSED**

### **REPORTS**

#### **President's Report**

President Mance reported we are waiting on Governor Pritzker to provide a new set of directives concerning CTE and Allied Health classes. Final exams are the first week in December.

#### **ICCTA Report**

Trustee Roehrkasse reported highlights of the November 13-14, 2020 meeting of the ICCTA Board of Representatives were emailed to the trustees along with the webinar on

*“Community Colleges + Diversity = The Future; What Role Will You Play as a Trustee?”*

The February 2021 meeting will be tied in with the ACCT National Legislative Summit held virtually.

**Attorney’s Report**

Mr. Hoerner stated he had no report.

**ADJOURNMENT**

Mr. Blomenkamp moved, seconded by Mr. Campo, to adjourn the meeting at 5:52 p.m. The motion carried.

Approved: **12.16.20**

Respectfully submitted,

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Robert G. Morton  
Chairman of the Board of Trustees

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Beverly J. Fiss  
Secretary to the Board of Trustees