

**PLANNING AND POLICY COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**July 13, 2022**

Committee members present:	Charles Hannon, Chair Richard Roehrkasse
Trustee absent:	Sara Soehlke
Trustees present:	John Blomenkamp Steve Campo Robert G. Morton Nick Raftopoulos
Administrators present:	Nick Mance Linda Andres Danielle Chambers Sue McClure Missy Roche Dr. Gina Segobiano Bob Tebbe
Attorney present:	Garrett Hoerner

**CALL TO ORDER**

Chairman Hannon called the meeting to order at 6:11 p.m.

**APPROVAL OF MINUTES**

Mr. Roehrkasse moved, seconded by Mr. Hannon, to approve the minutes of the June 8, 2022 meeting as submitted. Upon a roll call vote, those trustees voting aye were Mr. Roehrkasse and Mr. Hannon. Nays: none. Absent: Ms. Soehlke. **PASSED**

**INFORMATION TECHNOLOGY ACCOMPLISHMENTS, REQUESTS FOR SERVICE AND STATUS REPORTS**

Executive Director IT Linda Andres presented the Information Technology Accomplishments, Requests for Service and Status Reports. Details are contained in the reports but some highlights are:

- Projects in progress: Working on getting Lindenwood open for the Police Academy.
- PeopleTools 8.59 upgrade for Finance going well.
- Student texting implementation; moving forward with good data.
- Move to Office 365; first pilot going well; ready to move into second pilot.
- Campus Solutions upgrade planned for this weekend.

No action was required from the committee.

## **REVIEW OF BOARD POLICIES AND ADMINISTRATIVE PROCEDURES**

The college's RSVP grant was recently audited. An outcome from the audit is that the college annually review its purchasing policies. The following policies and procedures were reviewed June 30, 2022 and determination was made that no changes, other than housekeeping measures, were required.

Board Policy 3009	Conflict of Interest
Administrative Procedure 3009AP	Conflict of Interest
Board Policy 6007	Purchasing
Administrative Procedure 6007AP	Purchasing

Mr. Roehrkaase moved, seconded by Mr. Hannon, to recommend the Board of Trustees approve review of the above-named policies and procedures. Upon a voice vote, the motion carried. (This item will appear on the consent agenda.)

## **STRATEGIC PLAN UPDATE**

Executive Director of Enrollment Development and Institutional Planning Robert Tebbe reported President's Cabinet met in July and plan to meet again in August to make edits to the Mission and Values Statements.

President Mance stated he will poll the trustees this week concerning their availability for a retreat. Once determined, he will work with Board Chair Raftopoulos on an agenda. ICCTA Executive Director Jim Reed has been notified of the college's request for a retreat and his availability.

## **OTHER COMMITTEE RELATED BUSINESS**

Chairman Hannon questioned if staff should review Policy 3005: Recruitment, Selection and Appointment of Faculty and Staff as it requires Board approval for part-time hires. Trustee Campo stated it is a tough labor market and the college's hire process is time consuming and laborious. He questioned giving administration the flexibility to hire at a certain level. President Mance added the applicant pools are smaller and the salary grade levels need to re-examined.

Trustee Blomenkamp provided the history of why this policy was changed: part-time hires were not taken to the Board and there was a hiring frenzy but no budget dollars to support them. He suggested the Cabinet members and the Deans be held accountable.

Board Attorney Hoerner stated it would be very easy to alter the policy concerning part-time hires. Chairman Hannon requested a month to think about it. Trustee Roehrkaase recommended polling all the trustees for their input and provide that information to President Mance and the Planning and Policy Committee.

Chairman Hannon provided two documents (SWIC Enrollment Comparisons) that reflect the growth in online learning and questioned if we are putting too much money into buildings when we should be looking more at online classes.

## **NEXT SCHEDULED MEETING**

The next scheduled meeting of the Planning and Policy Committee is Wednesday, August 10, 2022 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

**ADJOURNMENT**

Mr. Roehrkasse moved, seconded by Mr. Hannon, to adjourn the meeting at 6:35 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Board Secretary