

PLANNING AND POLICY COMMITTEE
Seibert Conference Room
Belleville Campus
August 10, 2022

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

CALL TO ORDER

Chairman Hannon called the meeting to order at 6:35 p.m.

APPROVAL OF MINUTES

Mr. Roehrkasse moved, seconded by Mr. Hannon, to approve the minutes of the July 13, 2022 meeting as noted. 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 were:

Projects in progress: Hyland implementation project will go live in September.
Preparing for the HLC site visit.
Getting ready for fall semester.
Setting up the Police Academy move to the Belleville Education Center (former Lindenwood University facility).
Monitoring computers for antivirus software installation.

The SWIC Quarterly SEO Report reflected that SWIC continues to grow across all social media platforms and continues to improve in almost all areas of search engine optimization.

The IT Annual Report reflects the accomplishments of the Office of the Executive Director of IT for the 2022 fiscal year and is necessary to ensure HLC compliance. Of note is that dates for all planned upgrades for FY22 were met at 100%.

No action was required from the committee.

HLC QUARTERLY STATUS REPORT

The Open Pathway Committee engaged in numerous activities in the second quarter of 2022 related to the college’s additional locations. The college applied for and received approval that the Clay Baitman Fire Science Training Center be added as an additional location. Additional Location sub-committees were formed, and members were trained to use the college’s rubric and to assess location evaluations. Meetings with the co-committee chairs were held. All reports the sub-committees were working on led into the additional location request.

REVIEW OF BOARD POLICIES AND ADMINISTRATIVE PROCEDURES

Staff reviewed the following policies and procedures. Determination was made that no changes, other than housekeeping measures, were required.

Board Policy 7001	Emergency Closures or Suspension of Operations
Administrative Procedure 7001AP	Emergency Closures or Suspension of Operations
Board Policy 7002	Tobacco Free Campus
Administrative Procedure 7002AP	Tobacco Free Campus

Mr. Roehrkasse moved, seconded by Mr. Hannon, to recommend the Board of Trustees approve review of the above-named policies and procedures. Upon a roll call vote, those trustees voting aye were Mr. Roehrkasse and Mr. Hannon. Nays: none. Absent: Ms. Soehlke. The motion carried. (This item will appear on the consent agenda.)

OTHER COMMITTEE RELATED BUSINESS

Chairman Hannon followed up from last month’s request for staff to review Policy 3005: Recruitment, Selection and Appointment of Faculty and Staff as it requires Board approval for part-time hires. President Mance received no input and will place proposed amendments to the policy on the September 2022 agenda.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Planning and Policy Committee is Wednesday, September 14, 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 6:44 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Board Secretary