



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
December 21, 2022**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, December 21, 2022 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Chairman Nick Raftopoulos called the meeting to order at 5:30 p.m.

ROLL CALL

Trustees present:	John S. Blomenkamp Steve Campo Charles Hannon Robert G. Morton Nick Raftopoulos
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Trustees absent:	Richard Roehrkasse Sara Soehlke
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PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Chairman Raftopoulos 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. Item IX. A. 4. was pulled from the consent agenda.

MOTION 12-21-22:01

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

- approve the minutes from the special Board meeting of November 16, 2022; the Executive Session of the special Board meeting of November 16, 2022; and the regular Board meeting of November 16, 2022;

- adopt proposed revised Board Policy 7021 and Administrative Procedure 7021AP: Sex Discrimination and Sex-based Harassment;
- adopt proposed amendments to Board Policy 7010 and Administrative Procedure 7010AP: Use of College Facilities;
- approve edits to the college’s Mission and Vision Statements and Core Values;
- award the lowest responsible bid for kitchen equipment for the Southwestern Illinois Justice & Workforce Development Campus to Meridian Supply, St. Louis, MO in the amount of \$93,526.69 utilizing grant funds;
- award the lowest responsible bid for furniture for the Manufacturing Training Academy to Louer Facility Planning, Collinsville, IL in the amount of \$497,829.58 utilizing approved budgeted project funds;
- award the lowest responsible bid for chemical disposal in the Chemistry Department at the Belleville Campus to Environmental Marketing Services, Clemson, SC in the amount of \$28,625.00 utilizing budgeted departmental funds;
- dispose of a DVR 24-channel, SWIC property tag #448 per Administrative Procedure 6008AP;
- adopt by title only “Resolution to Approve Protection, Health, and Safety Projects.”;
- adopt “Resolution to Approve Protection, Health and Safety Projects.”

<u>FY 2024 Projects</u>	<u>Project Total</u>
Main Complex Phase Two AHU 5 & 6	\$ 1,460,000
Roof Restoration - Sam Wolf Granite City Campus	
Section E, E1-A, E1-B, E1-C	1,000,000
Information Sciences Building Split System HVAC	420,000
Boiler Replacement 1-Sam Wolf Granite City Campus	<u>370,000</u>
Total Projects for FY 2024	\$ 3,250,000;

- accept continuation of the Illinois Department on Aging grant for the Senior Health Insurance Program (SHIP) in the amount of \$2,500 for the period October 15, 2022 through March 31, 2023 to cover costs associated with supporting the SHIP counselors and their needs to assist seniors with access to benefits;
- approve new facility use agreement/memorandum of understanding with Academic and Character Development Center, Cahokia School District to offer adult education classes July 1, 2022 through June 30, 2023;
- approve renewal of memorandum of agreement with St. Clair County Regional Office of Education to offer HSE, Career Exploration, and Soft Skills classes July 1, 2022 through June 30, 2023 at the SWIC Belleville Campus;

- approve renewal facility use agreement/memorandum of understanding with Madison Student Support Center and Madison CUSD 12 to offer Education to Career Program classes July 1, 2022 through June 30, 2023;
- approve renewal facility agreement with Fairview Heights Medical Group to allow students in the Respiratory Care program to participate in clinical experience;
- approve new facility agreement with Gateway Regional to allow students in the Pharmacy Technician program to participate in clinical experience;
- approve new agreement with EmpowerMe Wellness to allow students in the Physical Therapist Assistant program to participate in clinical experience;
- accept a Falcon 10 Aircraft to the Aviation Maintenance-Industrial Training Center;
- approve course fees for new courses;
- approve new Business Administration AAS degree with subplans of Management, Human Resources, Marketing, Office Technology, and E-Sports; and new Agronomy AAS degree;
- accept the following resignations:

Yasin Jackson, Student Life and Diversity and Inclusion Coordinator	COB 11.22.22
Kevin Tharp, Commissioned Public Safety Officer BC	COB 12.06.22
Jarae Weatherby, Commissioned Public Safety Officer, BC	COB 11.18.22
Cory Kraus, Commissioned Public Safety Officer, BC	COB 11.25.22
Caitlyn Accardi, Accountant I	COB 12.02.22
Melissa Roche, Chief Financial Officer and Board Treasurer	COB 12.15.22;

- approve the retirement notification of Laura McKinney, Administrative Assistant to the Dean, effective COB April 30, 2023;
- appoint Linda Wegrzyn to the full-time administrative position of Grants Manager effective January 3, 2023 at an annual salary of \$50,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint John Allred to the full-time grant-funded SWIC EE position of ATS Driver effective January 5, 2023 at an hourly rate of \$21.32 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule and a projected 40-hour work week;
- appoint Angela Jackson to the full-time grant-funded SWIC EE position of Safety and Training Coordinator ATS effective January 5, 2023 at an hourly rate of \$20.91 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule for up to 40 hours per week;
- appoint Ron Perigen to the full-time Lead Maintenance Worker-Days position at the Belleville Campus effective January 3, 2023 at an additional \$3.00 per hour for hours worked as a Lead Maintenance Worker;

- appoint Thomas Potter and Julia Howard to the two full-time positions of Custodian at the Belleville Campus effective January 17, 2023 at an hourly rate of \$21.15 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union;
- appoint Paula Haniszewski to the full-time administrative position of Director of the Schmidt Art Center effective January 17, 2023, salary grade 7, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Angela McVey to the full-time SWIC EE position of Foundation Support Specialist effective February 1, 2023 at an annual salary of \$35,204 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Jennifer Wilson to the full-time position of English Instructor effective January 3, 2023 at an annual salary of \$51,461 following salary schedule placement Step 1 in accordance with the Collective Bargaining Agreement between Southwestern Illinois College, District #522 and Faculty Union Local;
- appoint Dr. Yu-Hung Corey Lin to the full-time position of Chemistry Instructor effective June 1, 2023 at an annual salary of \$57,659 following salary schedule placement Step 1/PHD in accordance with the Collective Bargaining Agreement between Southwestern Illinois College, District #522 and Faculty Union Local;
- appoint Judith Martin to the full-time SWIC EE position of General Laboratory Technician-Biology effective January 3, 2023 at an annual salary of \$33,141 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Angela Rovnyak to the full-time SWIC EE position of General Laboratory Technician-Physical Sciences effective January 3, 2023 at an annual salary of \$33,141 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Susan Cantonwine to the full-time grant-funded administrative position of Coordinator of Success Coaching with district-wide responsibilities effective January 3, 2023 at an annual salary of \$47,000, salary grade 2, in accordance with the Personnel Procedures for Administrators and the continued receipt of external funding;
- appoint Dewey Pruitt to the full-time SWIC EE position of Math and Science Academic Specialist at the Belleville Campus effective January 3, 2023 at an annual salary of \$33,141 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;
- hire Timothy Stone, Shamira Abrams and Darnae Riley to the part-time grant-funded SWIC EE positions of ATS Driver effective January 5, 2023 at an hourly rate of \$18.27 for up to 28 hours per week in accordance with the current SWIC ATS IFT-AFT Local 6600 salary schedule and the continued receipt of external funding;
- hire Kylee Skinner to the part-time position of Custodian at the Belleville Campus effective January 17, 2023 at an hourly rate of \$14.49 for up to 28 hours per week in accordance with the current collective bargaining agreement between District #522 and Local 148;

- hire Jill Belcher to the part-time SWIC EE position of Data Entry Office Specialist effective January 3, 2023 at an hourly rate of \$18.21 for up to 30 hours per week in accordance with the current SWIC IFT-AFT Local 6600 salary schedule; and to hire Jessie Bostick to the part-time non-union position of Food Truck Operations Technician effective January 3, 2023 at an hourly rate of \$20.00 for up to nine hours per week;
- hire part-time instructors effective January 9, 2023:
 - Akiya Perry, Early Childhood Education
 - Ryan Norrenberns, Sociology
 - Lydia Hou, Sociology
 - Jelena Nikolic, Sociology
 - Taylor Bertelsmann, Communication Arts
 - Barb Hunter, Psychology (SURS Annuitant);
- appoint Linda Andres to the retitled and reclassified full-time administrative position of Chief Information Officer, salary grade 10, effective December 22, 2022; and Robert Tebbe to the retitled and reclassified full-time administrative position of Chief Enrollment Development and Institutional Planning Officer, salary grade 10, effective December 22, 2022;
- revise employment start date of November 16, 2022 for Lyn Niermann, Special Projects Coordinator Vocational Programs;
- create and to advertise part-time grant-funded SWIC EE position of Special Project Coordinator of Marketing and Intake;
- ratify Norma Bellcoff to the Foundation Board effective January 2023; and
- ratify the November 2022 part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.

Upon a roll call vote those members voting aye were Mr. Blomenkamp, Mr. Campo, Mr. Hannon, Mr. Morton, and Mr. Raftopoulos. Nays: none. Absent: Mr. Roehrkasse and Ms. Soehlke.

PASSED

APPROVAL OF BILLS

MOTION 12-21-22:02

Mr. Hannon moved, seconded by Mr. Campo, to approve the bills as presented, including travel-related expenses of members of the Board of Trustees and of employees:

Education Fund	\$ 1,823,555.02
Operations & Maintenance Fund	355,020.94
Operations & Maintenance Fund-Rest	1,651,306.89
Restricted Purposes Fund	742,720.85
Trust & Agency Fund	13,839.53
Liability, Protection & Settlement Fund	786,593.29
Grand Total All Funds:	<u>\$ 5,373,036.52</u>

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

PLANNING AND POLICY COMMITTEE REPORT

Chairman Hannon reported the committee had nothing further.

FACILITIES AND FINANCE COMMITTEE REPORT

Item IX. A. 4. that was pulled from the consent agenda was addressed, the lease/purchase of college vehicles for use by the Physical Plant department.

Board Attorney Hoerner stated that under the law the Board of Trustees can approve an emergency purchase; however, a three-fourth vote of the Board of Trustees is required, which would be six trustees (five were present). Mr. Hoerner recommended administration begin getting the information together and have a special Board meeting the night of the January 2023 committee meetings.

MOTION 12-21-22:03

Mr. Blomenkamp moved, seconded by Mr. Campo, to authorize administration to research the available vehicles for purchase and to present at a special Board meeting to ratify the selection/purchase, subject to a three-fourth majority of the Board of Trustees being present. Upon a roll call vote those members voting aye were Mr. Blomenkamp, Mr. Campo, Mr. Hannon, Mr. Morton, and Mr. Raftopoulos. Nays: none. Absent: Mr. Roehrkasse and Ms. Soehlke. **PASSED**

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE REPORT

Chairman Campo reported the committee had nothing further.

APPOINTMENT OF COLLEGE TREASURER

MOTION 12-21-22:04

Mr. Blomenkamp moved, seconded by Mr. Morton, to appoint Director of Finance Jacob Wheeler as Board Treasurer effective December 22, 2022. Upon a roll call vote those members voting aye were Mr. Blomenkamp, Mr. Campo, Mr. Hannon, Mr. Morton, and Mr. Raftopoulos. Nays: none. Absent: Mr. Roehrkasse and Ms. Soehlke. **PASSED**

EXECUTIVE SESSION

*Mr. Hannon moved, seconded by Mr. Blomenkamp, to move into Executive Session at 5:51 p.m. to discuss personnel (5 ILCS 120/2(c)(1) and property acquisition (5 ILCS 120/2(c)(5)). Upon a roll call vote those trustees voting aye were Mr. Blomenkamp, Mr. Campo, Mr. Hannon, Mr. Morton, and Mr. Raftopoulos. Nays: none. Absent: Mr. Roehrkasse and Ms. Soehlke. **PASSED***

There was consensus to return to regular session at 6:04 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

No action was taken as a result of Executive Session.

REPORTS

President's Report

President Mance congratulated Jim Haverstick, Associate Director of Public Information and Marketing, on his upcoming retirement. Jim is well-known around the college as he has worked with many departments and individuals throughout his 30-year tenure. Jim, we wish you the best on your much-deserved retirement!

ICCTA Report

Trustee Hannon reported the next ICCTA Board of Representatives meeting will be March 11, 2023 at the Westin Chicago Lombard in Lombard, IL.

Trustee Hannon attended the ICCTA/ACCT Joint Governance Training Institute held November 29-December 2, 2022 in Rosemont, IL. He stated the conference was eye-opening and highly recommended the trustees attend.

Attorney's Report

Mr. Hoerner had no report.

MISCELLANEOUS

MOTION 12-21-22:05

Mr. Campo moved, seconded by Mr. Blomenkamp, to approve the 2023 Meeting Schedule for the Board of Trustees and its committees. Upon a roll call vote those members voting aye were Mr. Blomenkamp, Mr. Campo, Mr. Hannon, Mr. Morton, and Mr. Raftopoulos. Nays: none. Absent: Mr. Roehrka and Ms. Soehlke. **PASSED**

Trustee Campo congratulated Jim Haverstick and also former CFO Missy Roche, who resigned earlier this month. Mr. Campo added the college is losing two good people who have done a very good job.

ADJOURNMENT

Mr. Hannon moved, seconded by Mr. Morton, to adjourn the meeting at 6:08 p.m. Upon a voice vote the motion carried.

Approved: **01.26.23**

Respectfully submitted,

Nick Raftopoulos
Chairman of the Board of Trustees

Beverly J. Fiss
Secretary to the Board of Trustees