



**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
SOUTHWESTERN ILLINOIS COLLEGE
DISTRICT NO. 522
Marsh Conference Room
Belleville Campus
October 18, 2023**

CALL TO ORDER

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, October 18, 2023 in the Marsh Conference Room at the Belleville Campus, 2500 Carlyle Avenue, Belleville, Illinois. Vice Chairman Steve Campo called the meeting to order at 5:30 p.m.

ROLL CALL

Trustees present:	Steve Campo Sean McPeak Mark Morton Dane Tippet (remote) Tracy Vallett
Trustees absent:	Matthew Burke Nick Raftopoulos

PUBLIC HEARING

A public hearing was held concerning the intent of the Board of Trustees to sell \$18,500,000 Working Cash Fund bonds for the purpose of increasing the Working Cash Fund of the District. Vice Chair Campo asked for public comments, verbal and/or written, concerning the proposal. There were no comments.

PUBLIC COMMENTS

There were no public comments.

OMNIBUS VOTE

Vice Chairman Campo entertained a motion for an omnibus vote for agenda items VII. through XI. Mr. McPeak moved, seconded by Ms. Vallett, to have an omnibus vote for agenda items VII. through XI. Upon a roll call vote, those trustees voting aye were Mr. McPeak, Mr. Morton, Mr. Tippet (r), Ms. Vallett, and Mr. Campo. Nays: none. Absent: Mr. Burke and Mr. Raftopoulos. The motion carried.

MOTION 10-18-23:01

Mr. Morton moved, seconded by Ms. Vallett, to:

- approve the minutes from the regular Board meeting of September 20, 2023;
- approve the bills:

Education Fund	\$ 6,429,157.50
Operations & Maintenance Fund	715,027.54
Operations & Maintenance Fund-Rest	1,047,601.36
Auxiliary Enterprise Fund	227,734.79
Restricted Purposes Fund	2,383,462.65
Trust & Agency Fund	32,054.69
Audit Fund	7,300.00
Liability, Protection & Settlement Fund	47,459.32
Grand Total All Funds:	\$10,889,797.85

- adopt the proposed amendments to the following Board Policies:

Board Policy 3027: Worker's Compensation and
Board Policy 7019: Communicable Diseases;

- approve first reading of the proposed amendments to the following Board Policies:

Board Policy 2011: Financial Reporting and Audit Activities
Board Policy 6001: Budgets and Financial Reporting
Board Policy 6002: Treasury Functions;

- delete Board Policy 6003: Expenditure of College Funds;
- award the lowest responsible bid for split unit for Information Technology Room, ISB, Belleville Campus to Baer Heating and Cooling, Inc., Trenton, IL in the amount of \$247,633.00 and to FGM Architects, O'Fallon, IL in the amount of \$30,000.00 utilizing approved PHS funds;
- award the lowest responsible bid for ventilator replacement, Main Complex, Belleville Campus to Bruce Unterbrink Construction Greenville, IL in the amount of \$1,159,700.00 and to FGM Architects, O'Fallon, IL in the amount of \$89,775.00 utilizing approved PHS funds;
- award the lowest responsible bid for asbestos removal for Main Complex, Belleville Campus to Midwest Service Group, St. Peters, MO in the amount of \$131,100.00 utilizing approved PHS funds;
- purchase Servo Driven Punch Press for the Manufacturing Training Academy, Belleville Campus from CJ Smith Machinery Company, Fenton, MO in the amount of \$160,425.00 utilizing Build Back Better Grant funds;

- purchase chiller unit for Intramural Gym, Belleville Campus from Trane U. S. Inc., Fenton MO in the amount of \$79,715.00 utilizing approved PHS funds;
- purchase replacement signage, Belleville Campus to ASI Signage Innovations, St. Louis, MO in the amount of \$29,639.65 utilizing departmental funds;
- purchase compensation study for Southwestern Illinois College from Bolton Consulting, Towson, MD in the amount of \$55,750.00 utilizing budgeted departmental funds;
- accept Office of the Secretary of State, Illinois State Library renewal grant in the amount of \$77,207.00 for the period July 1, 2023 through June 30, 2024 to fund Project Read Program;
- accept State of Illinois through ICCB and AEFLA state and federal renewal grants in the total amount of \$1,007,291.00 (\$457,891.00 are federal funds) to fund Adult Education and Family Literacy Programs;
- accept State of Illinois through ICCB renewal grant in the amount of \$60,000.00 for the period July 1, 2023 through June 30, 2024 to assist students achieve high school completion or a High School Equivalency credential;
- accept State of Illinois through ICCB renewal PATH (Pipeline for the Advancement of the Healthcare Workforce) grant in the amount of \$1,034,138.00 for the period July 1, 2023 through June 30, 2024 to create, support, and expand opportunities to individuals in the nursing pathway and select healthcare pathways to obtain credentials and degrees to allow them to enter and/or advance their careers in the healthcare industry;
- accept Illinois Arts Council Agency, an agency of the State of Illinois, renewal grant in the amount of \$4,000.00 for the period October 1, 2023 through April 30, 2024 for the FY24 Poetry Out Loud Program;
- approve renewal facility agreement with Bernard Long Elementary School, Madison, IL to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement with CECE's Place Child Care Center, Shiloh, IL to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement with Imagination Station Early Childhood Center, Belleville, IL to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal facility agreement with Marie Schaefer Elementary School, O'Fallon, IL to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;

- approve renewal facility agreement with Tri-City YMCA, Granite City, IL to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC;
- approve renewal affiliation agreement with Gateway Regional Medical Center, Granite City, IL to allow students in the EMS/Paramedic program at SWIC to participate in clinical experience;
- approve renewal affiliation agreement with Center for Gastrointestinal Health, Fairview Heights, IL to allow students in the Physical Therapist Assistant program at SWIC to participate in clinical experience;
- approve renewal affiliation agreement with JKH dba ApexNetwork Physical Therapy, LLC, Wood River, IL to allow students in the Physical Therapist Assistant program at SWIC to participate in clinical experience;
- approve new articulation agreement with Pathways College, Inc., Pasadena, CA for Business Administration programs and courses;
- approve renewal agreement with Running Start Partner High Schools to facilitate the Running Start Program with partner high schools;
- approve renewal agreement with Running Start - Home Schooled Students to facilitate the Running Start Program for home-schooled students;
- approve Dual Credit 2023-2024 renewal partnership agreement to facilitate the Dual Credit Program with partner high schools;
- accept gifts to the college;
- approve course fees for EMS courses and OAT 156 and First Day Access program for OAT 156 and BUS 261 effective January 1, 2024;
- accept the following resignations:

Cynthia Jenkins, Assistant Director of Adult Education and Literacy and
Nicholas Douglas, EET Faculty;
- accept the following retirement notifications:

Bradley Sparks, Dean of Tech Ed & Workforce Development COB 06-30-24
Corinne Carey, Biology Faculty COB 05-31-25
Jane Sparks, Administrative Assistant COB 04-30-24;
- appoint Candy Buechler to the full-time grant-funded administrative position of HR Generalist-ATS effective October 19, 2023 at an annual salary of \$63,500, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of external funding;

- appoint Caitlin Adams to the full-time SWIC EE position of Student Life and Special Events Specialist effective November 1, 2023 at an annual salary of \$31,548, and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Brittany Long to the full-time grant-funded administrative position of Student Services Specialist effective November 16, 2023 at an annual salary of \$42,500, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Michael Craig to the full-time position of Custodian effective November 16, 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 Alexander Riggs to the full-time position of Custodian effective November 1, 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 Jeff Wetzler to the full-time Grounds Worker position effective November 1, 2023 at an hourly rate of \$21.78 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union;
- ratify the appointment of Yusef Buckley to the full-time Maintenance position effective September 18, 2023 at an hourly rate of \$26.00 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union;
- appoint Emilie Blomenkamp to the full-time administrative position of Athletic Academic Advisor and Compliance Specialist effective October 19, 2023 at an annual salary of \$48,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Katie Carlton and Shannon Meier to the two full-time administrative positions of Coordinator of Police Academy Programs effective November 1, 2023 at an annual salary of \$48,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- ratify the appointments of Katherine Bostick and Alexis Eastman to the two full-time SWIC EE positions of Administrative Assistant to the Dean effective October 2, 2023 and October 9, 2023 respectively at an annual salary of \$35,556 and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;
- appoint Brendan Caswell and Connor Barnard to the two full-time Precision Maintenance Technology faculty member positions effective January 8, 2024 at a base salary of \$48,976, Step 1 Below Masters of the 2023-2024 Salary Schedule, but will be \$25,776.84 for the remainder of the FY 23-24 academic year;
- hire the following part-time instructors paid at the adjunct rate based upon educational attainment level:

Jill Baudendistel, English (Spring 24)
 Miranda Jernigan, English (Spring 24)

Corey Schuetz, English (Spring 24)
Jessica Koon, English (Spring 24)
William Reany, CMT (Illinois Works Grant - eff. 9/21/23)
James Green, CMT (Illinois Works Grant - eff. 9/26/23)
Janet Henry, Instructor (eff. Nov. 1, 2023)
Layne A. Simpson, Sociology (eff. Spring 2024)
Carl Warner, AVIA (eff. 10/19/23)

AOJ Instructors - effective Nov. 1, 2023

Adam Weinstock, AOJ Instructor
Benjamin Vise, AOJ Instructor
Breanna Kemper-Damm, AOJ Instructor
Christiana Farris, AOJ Instructor
James Jackson, AOJ Instructor
James Matchingtouch, AOJ Instructor
John Goodwin, AOJ Instructor
Kyle Bade, AOJ Instructor
Kyle Taylor, AOJ Instructor
Priscilla Hammon, AOJ Instructor
Shannon Hudson, AOJ Instructor
Steven Pyrdeck, AOJ Instructor
Talmadge Johnson, AOJ Instructor
Xavier Blackburn, AOJ Instructor;

- hire Jennifer Parks to the PTNU position of Nurse Assistant Test Proctor effective October 16, 2023 at an hourly rate of \$25.00 and to hire Dennis Barnett to the PTNU position of LACE Assistant to Radiologic Technology program effective November 1, 2023 at the part-time/adjunct pay rate based on educational attainment level;
- hire Rosalyn Bolling to the part-time grant-funded SWIC EE position of TRIO Data Specialist effective November 1, 2023 at an hourly rate of \$18.39 for up to 28 hours per week with employment subject to the provisions of the SWIC EE Collective Bargaining Agreement and the continued receipt of external funding;
- ratify the appointment of Susan Harwell to the part-time SWIC EE position of Library Services Assistant at the Red Bud Campus effective September 18, 2023 at an hourly rate of \$15.00 for up to 28 hours per week with employment subject to the provisions of the SWIC EE Collective Bargaining Agreement;
- ratify the appointments of David Burries, Caleena West and Alfred Fox to the part-time grant-funded positions of ATS Driver effective October 2, 2023 at an hourly rate of \$18.54 for up to 28 hours per week and subject to the provisions of the SWIC ATS Local 6600 Collective Bargaining Agreement and the continued receipt of external funding;
- hire Jonathan Denney to the PTNU position of Women's Basketball Head Coach, Tier I effective October 19, 2023 at an annual salary of \$8,000 for the 2023-2024 academic year;

- hire Ryan Lacefield to the PTNU coaching position of Men's Basketball Assistant coach, Tier III effective October 19, 2023 at an annual salary of \$3,500 for the 2023-2024 academic year;
- hire Greg Knolhoff to the PTNU coaching position of Women's Basketball Assistant Coach, Tier III effective October 19, 2023 at an annual salary of \$3,500 for the 2023-2024 academic year;
- amend employment start date for Melanie Pailer, Art Model, to September 29, 2023;
- renew medical insurance plan, administered by BlueCross BlueShield of Illinois, for the period January 1, 2024 through December 31, 2024;
- renew the dental insurance plan, administered by BlueCross BlueShield of Illinois, for the period January 1, 2024 through December 31, 2024;
- renew the voluntary vision insurance plan, administered by BlueCross BlueShield of Illinois, for the period January 1, 2024 through December 31, 2024;
- renew agreement with Benefit Resource Inc. (BRI) for administration of the FSA, HSA and COBRA for the period January 1, 2024 through December 31, 2024;
- renew agreement with New York Life/CIGNA for administration of the life insurance and long-term disability plans for the period January 1, 2024 through December 31, 2024;
- renew the additional value-added benefits, to include an Employee Assistance Program (Perspectives), Critical Illness (BCBS), and Accident Insurance (BCBS) for the period January 1, 2024 through December 31, 2024;
- approve the ATS Reorganization Plan:

to create and to advertise the full-time grant-funded ATS administrative position of ATS Executive Director of Fleet Operations at salary grade 7;

to create and to advertise the full-time grant-funded ATS administrative position of Director of ATS - Micro-Transit/Fixed Route at salary grade 4; and

to retitle and to advertise the full-time grant-funded ATS administrative position of Director of Transportation at salary grade 6 to the full-time grant-funded ATS administrative position of Director of ATS - Paratransit at salary grade 4;

- create and to advertise the following:

full-time Administrative Position: Assistant Director of Human Resources;

full-time Administrative Position: Associate Director of Career Pathways and WIOA;

full-time Administrative Position: Director of Advising, Enrollment, and Records;

full-time Administrative Position: Events Services Specialist;

- retitle and to advertise the full-time administrative position of Dual Credit Liaison to the full-time administrative position of Dual Credit Coordinator at salary grade 3;
- continuously advertise the following positions:

full-time Administrative Position: HR Generalist
 part-time Remedial Studies Instructor-ABE
 part-time Spanish Instructor-ABE;

- advertise the following positions:

full-time Administrative Position: Sr. Training & Development Specialist
 full-time SWIC EE Position: Access Technology Accommodator
 full-time SWIC EE Position: Shipping/Receiving Coordinator, BC
 full-time SWIC EE Position: Accounts Receivable Specialist
 full-time Grounds Worker Position, BC; and

- ratify the September 2023 part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.

Trustee McPeak questioned the approximate \$80K purchase of a chiller for the IM Gym. He stated the chiller can only be used six months out of the year; and with the expected lead time, is this a wise decision. Trustee Campo agreed it was costly; however, it will be purchased by approved PHS funds. CFO Wheeler offered to contact Trane to obtain more detail, (i.e. if the IMG is replaced, can the chiller be used as a spare or as a backup in an existing building; can it be sold; etc.) and will provide the information when known.

Upon a roll call vote those members voting aye were Mr. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Campo. Nays: none. Absent: Mr. Burke and Mr. Raftopoulos. **PASSED**

REPORTS

President's Report

President Mance reported Manufacturing Day at the Sam Wolf Granite City Campus held October 13, 2023 was another huge success. Approximately 1500 students and many vendors attended.

ICCTA Report

Trustee Vallett stated there was no news from the Illinois Community College Trustees Association.

Attorney's Report

Mr. Hoerner had no report.

ADJOURNMENT

Mr. Morton moved, seconded by Ms. Vallett, to adjourn the meeting at 6:00 p.m. Upon a voice vote the motion carried.

Approved: **11-27-23**

Nick Raftopoulos
Chairman of the Board of Trustees

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees