



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT NO. 522  
Marsh Conference Room  
Belleville Campus  
December 20, 2023**

**CALL TO ORDER**

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, December 20, 2023 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:

Steve Campo
Sean McPeak
Mark Morton
Nick Raftopoulos
Dane Tippett
Tracy Vallett

Trustee absent: Matthew Burke

**PUBLIC COMMENTS**

Written comments were provided by Beth Metcalf, who was unable to attend the meeting. Her comments are available for viewing and are part of the public record.

**OMNIBUS VOTE**

Chairman Raftopoulos asked if any trustee wished to remove any items from the agenda to discuss separately. Item IX.A.5. was pulled from the agenda.

Chairman Raftopoulos entertained a motion for an omnibus vote for agenda items VI. through X., with the exception of item IX.A.5.

**MOTION 12-20-23:01**

Mr. Morton moved, seconded by Mr. Tippett, to conduct an omnibus vote for agenda items VI. through X., with the exception of item IX.A.5. Upon a roll call vote those trustees voting aye

were Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. Burke. The motion carried.

**MOTION 12-20-23:02**

Mr. Tippett moved, seconded by Mr. Morton, to:

- approve the minutes from the regular Board meeting of November 27, 2023;
- approve the bills:

Education Fund	\$2,110,225.60
Operations & Maintenance Fund	306,259.05
Operations & Maint Fund-Restricted	1,775,450.39
Auxiliary Enterprise Fund	165,150.99
Restricted Purposes Fund	1,026,611.78
Trust & Agency Fund	35,180.86
Audit Fund	38,200.00
Liability, Protection & Settlement Fund	87,486.08
 Grand Total All Funds:	 \$5,544,564.75

- adopt proposed amendments to the following Board Policies:

Board Policy 2007: Position Description: Treasurer  
Board Policy 6013: Payroll (formerly Payroll/Processing of Payments)  
Board Policy 4004: Residency  
Board Policy 4014: Financial Aid Program;

- approve first reading of proposed amendments to:

Board Policy 5008: Course Fees  
Board Policy 7013: Telephone Services;

- delete Administrative Procedure 70113 AP: Telephone Services;
- award the lowest responsible bid for a combi oven to Meridian Supply, St. Louis MO in the amount of \$23,738.09 utilizing budgeted departmental funds;
- award the lowest responsible bid for remodel of the Lynx Lodge at the Southwestern Illinois Justice & Workforce Development Campus to ICS Construction Services, Ltd., St. Louis, MO in the amount of \$1,480,900.00 utilizing approved funds from the State of Illinois for the Southwestern Illinois Justice & Workforce Development Campus;
- ratify approval of the additional scope of work to the abatement project at the Southwestern Illinois Justice and Workforce Development Campus SWIJWDC Lynx Lodge to Environmental Consultants & Talbert ICS utilizing ICCB FY 2024 funds at a cost not to exceed \$45,000;

- award procurement of body and vehicle cameras to Axon Enterprise Inc., Scottsdale, AZ in the amount of \$110,303.16 utilizing departmental budgeted funds;
- award the purchase of supplies for the Advanced Manufacturing Academy to MSC Industrial Supplies, Maryland Heights, MO in the amount of \$562,633.24 utilizing funds from the Gene Haas Foundation Naming Rights grant;
- award the purchase of Snap-on Inspection Carts for the Advanced Manufacturing Academy to Snap-on Industrial, Crystal Lake, MO in the amount of \$109,620.75 utilizing funds from the Gene Haas Foundation Naming Rights grant;
- dispose of an Adhancer Floor Scrubber Rider, SWIC tag #0000067;
- dispose of a 68" Smartboard, SWIC tag #00000478;
- approve the Tentative Southwestern Illinois College Budget Calendar for Fiscal Year 2025;
- accept continuing St. Clement Foundation grant in the amount of \$900.00 for the period July 1, 2023 through June 30, 2024 for the Senior Companion Program;
- accept continuing St. Clement Foundation grant in the amount of \$1,000.00 for the period July 1, 2024 through June 30, 2024 for the Foster Grandparent Program;
- accept continuing ICCB Intergovernmental Grant Agreement in the amount of \$5,900,000.00 for the period July 1, 2023 through June 30, 2024 to assist in the operation, management, and maintenance of 2300 West Main Street in Belleville;
- approve affiliation agreement with Hideg Pharmacy, Belleville, IL to allow students in the Pharmacy Technician program to participate in clinical experience;
- accept a gift to the college;
- approve course fees for the following:
  - Avionics 100, Aviation 103, 153, 203, and 213; and Construction Management Technology 244; and
  - Chem 101, 105, 106 - course fees and First Day Option Program;
- approve the curriculum:
  - Sterile Processing Technician certificate;
  - Histotechnology, AAS degree;
  - Magnetic Resonance Imaging (MRI) certificate;
  - Dental Hygiene, AAS degree; and
  - Civil Engineering Technology, AAS degree;
- accept the following resignations:

Yvonne Hangar, HIT Coordinator/Instructor	COB 12/14/23
Angie Rhinehart, LPN Instructor	COB 12/18/23
Micah Jones, College Inclusion Ambassador	COB 12/14/23;

- appoint Yvette Schultz to the full-time faculty position for Early Childhood Education effective January 3, 2024-August 15, 2024 at a pro-rated base salary for the remainder of the 2023-2024 academic year at \$28,174.21 and effective August 16, 2024 at a base salary of \$53,531 (Step 3 M.A.);
- appoint Nicholas Weatherly to the full-time Industrial Electricity Program Coordinator/Instructor position effective January 8, 2024 at a pro-rated base salary of \$27,076.32 for the remainder of the 2023-2024 academic year;
- appoint Dana Opolka to the full-time SWIC EE position of Purchasing Assistant effective January 3, 2024 at an annual salary of \$33,472.00 in accordance with the provisions of the SWIC Educational Employees Collective Bargaining Agreement;
- appoint Jeff Vogt to the full-time position of Maintenance effective January 16, 2024 at an hourly rate of \$26.00 subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Services Employees Union;
- ratify the emergency appointment of Theoplius Spearman and Vernell Hackett to the full-time grant-funded positions of ATS Driver effective December 1, 2023 at an hourly rate of \$21.64 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule for up to 40 hours per week and the continued receipt of external funding;
- appoint Robert Wilson to the full-time grant-funded administrative position of Executive Director of Fleet Operations at ATS effective January 3, 2024 at an annual salary of \$96,500, salary grade 7, subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of external funding;
- appoint Angie Stewart-Brown to full-time administrative position of Campus Site Director-Wyvetter Younge Campus effective January 3, 2024 at an annual salary of \$70,000, salary grade 5, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint John Suarez to the full-time administrative position of Career Services Coordinator effective January 3, 2024 at an annual salary of \$55,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Jeannie Sommer to the full-time administrative position of Assistant Director of HR effective January 3, 2024 at an annual salary of \$70,000, salary grade 5, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Lindsey Rader to the full-time administrative position of HR Generalist effective January 16, 2004 at an annual salary of \$57,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators;

- appoint Karyn Chambers to the full-time administrative position of HR Generalist effective January 3, 2024 at an annual salary of \$57,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Nikolaus Paulsell to the full-time administrative position of HRIS Specialist effective January 3, 2024 at an annual salary of \$51,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- hire the following part-time instructors effective January 8, 2024 unless otherwise noted paid at the adjunct rate based upon educational attainment level:

Jeremy Smalling, Chemistry  
 Austin Harding, HVAR  
 Jonathan Pettis, HVAR  
 Greg Presely, EET  
 Angela Rhinehart, PN (12/19/2023);

- hire the following part-time employees:

Danielle Hernandez, Special Projects Coordinator-HSE Belleville grant-funded position effective January 3, 2024 at \$24.50/hr for up to 28 hours per week;

Carl Warner, Aviation Pilot Training Instructor effective December 21, 2023 at \$25.00/hr for up to eight hours per week for additional duties; and

Hannah Boeving, PTA Lace Assistant effective January 8, 2024 at \$20.37/hour;

- hire Arieal Lewis to the part-time SWIC Educational Employee position of Mailroom Clerk effective January 3, 2024 at an hourly rate of \$15.15 and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;
- ratify the emergency hire of Asia Smith and Jocelyn Johns to the part-time, grant-funded positions of ATS Driver effective December 1, 2023 at an hourly rate of \$18.54 based on the SWIC ATS Local 6600 Salary Schedule for up to 28 hours per week and the continued receipt of external funding;
- hire Sterling Levins to the part-time coaching position of Head eSports Coach effective January 3, 2024 at an annual salary of \$8,000 for the 2023-2024 academic year;
- create and to advertise the full-time faculty position of Heating, Ventilation, A/C and Refrigeration (HVAR) effective Spring semester 2024;
- advertise the following positions:

Full-time faculty position: Cybersecurity, Networking, and CISCO;  
 Full-time faculty position: LPN/Nurse Assistant;  
 Full-time coordinator/instructor position: Health Information Technology;  
 Full-time faculty position: Industrial Electricity Program;

Part-time SWIC EE position: Administrative Assistant, Adult Basic Ed at SWGCC;

Full-time SWIC EE position: Computing Services Coordinator;

Full-time grant-funded administrative position: College Inclusion & Recruitment Specialist (retitled from College Inclusion Ambassador); and

- ratify the November 2023 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 trustees voting aye were Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. Burke. **PASSED**

### **FACILITIES AND FINANCE COMMITTEE**

Item IX.A.5. that was pulled from the agenda was introduced for discussion:

**Consideration to award procurement of café and lounge furniture to KI Furniture, Green Bay, WI in the amount of \$192,250.00 utilizing approved budgeted capital funds.**

The upholstered furniture in the lounge areas is very worn and beginning to tear; and the furniture in the café is extremely old and dated. The replacement furniture would provide charging capabilities and add to an enhanced student experience.

Trustee McPeak agreed with replacing the worn furniture; but he did not feel the café furniture was in bad condition and needed to be replaced. He suggested, if the Board of Trustees approves this purchase request, to donating the 'old' café furniture to a less fortunate school district. (The furniture will probably be listed on govdeals.com for resale.)

### **MOTION 12-20-23:03**

Mr. Morton moved, seconded by Mr. Raftopoulos, to award procurement of café and lounge furniture to KI Furniture, Green Bay, WI in the amount of \$192,250.00 utilizing approved budgeted capital funds. Upon a roll call vote those trustees voting aye were Mr. Campo, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: Mr. McPeak. Absent: Mr. Burke. **PASSED**

### **EXECUTIVE SESSION**

*Mr. McPeak moved, seconded by Mr. Tippett, to move into Executive Session at 5:53 p.m. to discuss personnel (5 ILCS 120/2(c)(1) and collective bargaining (5 ILCS 120/2(c)(2)). Upon a roll call vote those trustees voting aye were Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippett, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. Burke. **PASSED***

*There was consensus to return to regular session at 7:05 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 Dr. Segobiano on retiring while she is still healthy; wished her the best; and stated he was going to miss her. Dr. Segobiano said she learned a great deal; it was a learning curve from K-12 to higher education. She thanked President Mance, the Cabinet members, and the Deans and concluded with "I appreciate everything."

### ICCTA Report

Trustee Vallett reported ICCTA activities wound down because of the holidays but will begin to pick up next year.

### Attorney's Report

Mr. Hoerner had no report.

## MISCELLANEOUS

### MOTION 12-20-23:04

Mr. Morton moved, seconded by Mr. McPeak, to approve the 2024 Meeting Schedule for the Board of Trustees and its committees. Upon a roll call vote those members voting aye were Mr. Campo, Mr. McPeak, Mr. Morton, Mr. Tippet, Ms. Vallett, and Mr. Raftopoulos. Nays: none. Absent: Mr. Burke. **PASSED**

Trustee Campo stated with one meeting a month, the reports prepared by Chief Student Services Officer Danielle Chambers and Executive Director of the Sam Wolf Granite City Campus Sue McClure get overlooked and requested a brief update from each individual.

SWGCC: The campus hosted the first "Junior High School College and Career Day". Approximately 465 Coolidge Jr. High School students and teachers and approximately forty administrators (including the Superintendent) from the Granite City School District participated in the event. Career exploration and campus tours were provided; it was a very positive experience.

Twenty-five to thirty staff members participated in the Candy Cane Parade.

The campus now offers seven health sciences programs (LPN, RN, Phlebotomy, CNA, EMT, MA and MST) which is helping to address the workforce demands in the area.

Student Services: The Workforce Development and Careers team is looking into a new partnership with Hire 360 which will increase the opportunities for underrepresented students in the construction field.

The Disability and Access Center is collaborating with high schools and community agencies to maximize support for students with disabilities, mental health issues and anxiety.

Student Services will have extended hours on Tuesday, January 9 and Saturday, January 13.

Student Life partnered with Veterans Services for the “Ruck March” on November 9. The food was used to support the food pantry.

Robert Tebbe, Chief Enrollment Development and Institutional Planning Officer, reported enrollment is up 9%.

**ADJOURNMENT**

Mr. Morton moved, seconded by Mr. Tippett, to adjourn the meeting at 7:18 p.m. Upon a voice vote the motion carried.

Approved: 01-17-24

Respectfully submitted,

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Nick Raftopoulos  
Chairman of the Board of Trustees

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Beverly J. Fiss  
Secretary to the Board of Trustees



## **Fiss, Beverly**

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**From:** Beth Metcalf <metcalffamilyfarm@gmail.com>  
**Sent:** Wednesday, December 20, 2023 4:35 PM  
**To:** Fiss, Beverly  
**Cc:** Vallett, Tracy; McPeak, Sean; Campo, Stephen; Burke, Matthew; Morton, Mark; Raftopoulos, Nicholas; Tippett, Dane; Kurt Prenzler; Becker, Ashley  
**Subject:** Public Comment for 12/20/2023 Board Meeting

**CAUTION: External Sender. Please do not click on links or open attachments from senders you do not trust.**

Ms. Fiss,

Please find below public comments for tonight's meeting. Due to sick children, I am unable to attend in person but would appreciate it if my comments could be read aloud during the public comment portion of the meeting.

Thanks,  
Beth

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Good evening. My name is Beth Metcalf and I wanted to follow-up on my public comments and subsequent actions from last month's board meeting on November 27<sup>th</sup>. I appreciate the opportunity to address you by having this written communication read aloud since I was unable to attend in person this evening.

I offer my sincere thanks to the board and administration for working to address the concerns raised by myself and others last month regarding COVID-19 shot requirements within the health services programs. I especially want to thank Trustee Steve Campo for reaching out and working on this issue. While I do not consider the topic resolved, I do believe progress is being made towards clarifying and updating clinical site requirements as well as improving the schools messaging with prospective students and their families. I was also pleased to learn that SWIC does not have a policy for students and that there are options for students within Health Science programs to receive exemptions at many of the clinical partners.

I learned from Dr. Becker that two of the major health systems in the St. Louis area, BJC and Mercy, have made updates to their policies and she is working with administration to update documentation to reflect those changes. I encourage Dr. Becker to continue to pursue updated agreements with any partner who is still requiring the shot without exemption.

When communicating with prospective families, Administrators and Faculty should ensure that their messaging is opening the doors of opportunity to a SWIC education, not shutting people down without offering options or at least conversation. In the past, some students have come away with the understanding that there were no options to the laid-out health requirements. Therefore, faculty within Health Services should be clear about clinical options open to students, including sites who accept exemptions or do not have specific health requirements.

Thank you,  
Beth Metcalf