



**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT NO. 522  
Marsh Conference Room  
Belleville Campus  
January 17, 2024**

**CALL TO ORDER**

A meeting of the Board of Trustees of Southwestern Illinois College, District No. 522, was held Wednesday, January 17, 2024 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:	Matthew Burke Steve Campo Sean McPeak Dane Tippet Tracy Vallett
Trustees absent:	Mark Morton Nick Raftopoulos

**PUBLIC COMMENTS**

There were no public comments.

**OMNIBUS VOTE**

Vice Chairman Campo asked if any trustee wished to remove any items from the agenda to discuss separately. No items were pulled from the agenda.

Vice Chairman Campo entertained a motion for an omnibus vote for agenda items VI. through X.

**MOTION 01-17-24:01**

Mr. McPeak moved, seconded by Mr. Burke, to conduct an omnibus vote for agenda items VI. through X. Upon a roll call vote those trustees voting aye were Mr. Burke, Mr. McPeak, Mr. Tippet, Ms. Vallett, and Mr. Campo. Nays: none. Absent: Mr. Morton and Mr. Raftopoulos. The motion carried.

**MOTION 01-17-24:02**

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

- approve the minutes from the regular Board meeting of December 20, 2023 and the Executive Session of December 20, 2023;
- adopt proposed amendments to Board Policy 5008: Course Fees and Board Policy 7013: Telephone Services;
- award the lowest responsible bid for welding equipment at the Wyvetter H. Younge Higher Education Campus to Stumpf Welding, Mascoutah, IL in the amount of \$150,050.42 utilizing approved funds from the Workforce Equity Initiative Grant;
- award the lowest responsible bid for culinary equipment at the Sam Wolf Granite City Campus to Meridian Supply, St. Louis, MO in the amount of \$55,651.06 utilizing approved funds from the Perkins Grant;
- approve change order to the Automated Doors/Floor Project to add automated doors at Entrance I, Main Complex, Belleville Campus to Millennium Construction, Lebanon, IL in the amount of \$91,382.09 utilizing excess PHS funds;
- ratify the lease of a mail machine for the Belleville Campus with Mailing Methods, Caseyville, IL in the amount of \$448.33 per month for 60 months for a total of \$26,899.80 utilizing approved departmental budgeted funds;
- dispose of a Folder/Sealer/Formax FD2030, SWIC tag number 00000247;
- increase the in-district tuition rate by \$3 per credit hour; the out-of-district tuition rate by \$36 per credit hour; and the out-of-state tuition rate by \$6 per credit hour;
- approve affiliation agreement with Bethesda Health Group to allow students in the Nursing Education, Practical Nursing and Nurse Assistant programs to participate in clinical experience;
- approve the 2024-2025 Amended Academic and Aviation Calendars and the 2025-2026 Academic and Aviation Calendars;
- accept the following resignations:  
  
Daniel Nagel, Veteran Services Coordinator; and  
Matthew Cassity, Senior Systems Analyst Programmer;
- appoint Keshia Mcclantoc to the full-time faculty position of English Instructor effective August 1, 2024 at an annual salary of \$51,976, step 1, following the Collective Bargaining Agreement between Southwestern Illinois College, District #522 and Faculty Union Local #4183

- appoint Faith Fields to the full-time administrative position of Associate Dean of Business, Health Sciences, and Homeland Security effective July 1, 2024 at an annual salary of \$85,000 and subject to the provisions of the Personnel Procedures for Administrators;
- ratify appointment of Bettye Williams to the full-time position of Health Information Technology Coordinator/Instructor effective January 3, 2024 at a pro-rated base salary of \$26,547.89 for the remainder of the 2023-2024 Academic Year;
- appoint Kelsey Fritsche to the full-time administrative position of Recruitment and Retention Specialist effective February 1, 2024 at an annual salary of \$40,000, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Mindy Schubert to the full-time administrative position of Event Services Specialist effective February 1, 2024 at an annual salary of \$40,000, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Jessica Hale to the full-time administrative position of Grants Manager effective February 1, 2024 at an annual salary of \$48,500, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Joseph Burress to the full-time administrative position of Dual Credit Coordinator effective February 1, 2024 at an annual salary of \$58,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Lisa Mueller to the full-time administrative position of Executive Assistant for the Chief Academic Officer effective February 1, 2024 at an annual salary of \$53,303, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;
- appoint Stacie Carpenter to the full-time SWIC EE position of Access Technology Accommodator effective February 1, 2024 at an annual salary of \$37,000 in accordance with the provisions of the SWIC Educational Employees Collective Bargaining Agreement;
- hire the following to the part-time positions of Instructor effective January 8, 2024 at the part-time/adjunct pay rate based on educational attainment level:

Jason Stanton	Horticulture
Kathleen Hankins	Industrial Electrical
Gregory Presley	Industrial Electrical
Carla Brown	Political Science
Stephen Andell	Sign Language Studies
Julie Schaffer	Practical Nursing
Brendon McGraw	Construction Management Technology
Lauren Maedge	Education
Michelle Wessel	Medical Terminology (eff 3/18/24);

- hire Madison Gallagher Holloway and Morgan Gillham to the Belleville AmeriCorps program for the 2023/2024 Program Year:

- ratify the emergency hire of Shanta Morris, Paige Mosley and Kenya Taylor to the part-time grant-funded positions of ATS Driver effective January 3, 2024 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 Emily Allsman to the part-time SWIC EE position of Physical Fitness Assistant effective February 1, 2024 at an hourly rate of \$17.01 based on the SWIC Local 6600 Salary Schedule for up to 28 hours per week;
- hire Jacob Claspille to the part-time non-union position of 2nd Assistant Baseball Coach effective January 18, 2024 at an annual salary of \$3,500 pro-rated for the 2023-2024 academic year;
- hire Leslie Martinez to the part-time non-union position of LACE Assistant-Sign Language Studies effective February 1, 2024 at an hourly rate of \$20.37;
- award faculty tenure effective First Day 2024-2025 to the following individuals for successful completion of four continuous years of service at Southwestern Illinois College:

Cory Sellers	Art
Sarah Swist	Art
Melody Schroer	Paralegal
Stephanie Klie	Outcomes Assessment
Nicholas Weatherly	Precision Machining Technology;

- recommend the following individuals for continued employment for the third continuous year of service (2024-2025) at Southwestern Illinois College:

Faith Fields	LPN
Chelsea Bergmann	Medical Assistant
Rebecca Aitkin	LPN
Brandon Duggar	AOJ/Police Academy
Andrew Koester	Art
Jacqueline Owens	Diagnostic Medical Sonography
Amanda Lough	Earth Science
Jessica Wampole	Biology
Darnacio Washington	Culinary
Sila Tuju	Management and Marketing
Schaneice Penny	Nursing
Travis Niklich	EET
Marc Roach	AMT
Joel Sutherland	HVAR
Christopher Thompson	AOJ/Police Academy
Teri Terranova	Library
Dan Wunder	AOJ/Police Academy
Karla Arnotti	Nursing;

- recommend the following individuals for continued employment for the second continuous year of service (2024-2025) at Southwestern Illinois College:

Angela Hendricks	MA/MLT
Lisa Williams	Phlebotomy
Jennifer Wilson	English
Daniel Enterkin	Aviation
Jeannette Saak	Physical Therapist Assistant
Kristal Roe	LPN/NE
Tammy Santarelli	Medical Surgical Technology
Yu-Hung Corey Lin	Chemistry
Jodi Luechtefeld	Health & Exercise Science
Julie Range Covlin	Communications
Keywana McDonald	Nursing Education
Kristin Robbins	Rad Tech
Jessica Day	Education
Phyllis Schneider	Nursing Education
Renee Lynd	Medical Assistant
Anthony Perez	EMT
Minecia Bland	Phlebotomy
Caroline Brewer	CISCO/Networking
Shawn Rakers	Cannabis
Jessica Campbell	NA
Molly McDowell	Respiratory Care
Elena Lehr	NA
Helen Thomas	CIS

- create and to advertise the full-time faculty position of Precision Maintenance Technology Instructor; and
- ratify the December 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. Burke, Mr. McPeak, Mr. Tippet, Ms. Vallett, and Mr. Campo. Nays: none. Absent: Mr. Morton and Mr. Raftopoulos. **PASSED**

## **APPROVAL OF BILLS**

### **MOTION 01-17-24:03**

Mr. McPeak moved, seconded by Mr. Tippet to approve the bills:

Education Fund	\$1,382,217.30
Operations & Maintenance Fund	248,898.91
Operations & Maint Fund-Restricted	418,112.93
Auxiliary Enterprise Fund	228,381.06
Restricted Purposes Fund	1,725,258.96
Trust & Agency Fund	31,660.59

Audit Fund	20,000.00
Liability, Protection & Settlement Fund	27,034.71
Grand Total All Funds:	\$4,081,564.46

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

**EXECUTIVE SESSION**

*Mr. McPeak moved, seconded by Mr. Burke, to move into Executive Session at 5:42 p.m. to discuss personnel (5 ILCS 120/2(c)(1)); collective bargaining (5 ILCS 120/2(c)(2)); and property acquisition (5 ILCS 120/2(c)(5)). Upon a roll call vote those trustees voting aye were Mr. Burke, Mr. McPeak, Mr. Tippet, Ms. Vallett, and Mr. Campo. Nays: none. Absent: Mr. Morton and Mr. Raftopoulos. **PASSED***

*There was consensus to return to regular session at 6:15 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 had no report.

**ICCTA Report**

Trustee Vallett had no report.

**Attorney’s Report**

Mr. Hoerner had no report.

**MISCELLANEOUS**

**MOTION 01-17-24:04**

Mr. Burke moved, seconded by Mr. McPeak, to appoint Dane Tippet to serve as the ICCTA Alternate Upon a roll call vote those trustees voting aye were Mr. Burke, Mr. McPeak, Mr. Tippet, Ms. Vallett, and Mr. Campo. Nays: none. Absent: Mr. Morton and Mr. Raftopoulos. **PASSED**

**ADJOURNMENT**

Mr. Burke moved, seconded by Mr. McPeak, to adjourn the meeting at 6:20 p.m. Upon a voice vote the motion carried.

Approved: **02-21-24**

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