

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
March 8, 2021
5:00 p.m.

Committee members present: Robert G. Morton, Chairman
John Blomenkamp

Trustees present: Steve Campo
Richard Roehrkasse
Nick Raftopoulos (remote)
Sara Soehlke (remote)

Administrators present: Nick J. Mance
Linda Andres
Danielle Chambers
Anna Moyer
Missy Roche
Gina Segobiano, Ed.D.
Robert Tebbe
Bernie Ysursa

Attorney present: Garrett Hoerner

CALL TO ORDER

Chairman Morton called the meeting to order at 5:00 p.m. and announced a quorum.

APPROVAL OF MINUTES

Mr. Blomenkamp moved, seconded by Mr. Morton, to approve the minutes of the regular meeting of February 8, 2021 as submitted. The motion carried.

GRANT AND AGREEMENTS

Mr. Blomenkamp moved, seconded by Mr. Morton, to recommend the Board of Trustees accept the following grant and agreements:

- new Nurse Educator Fellowship state grant from IBHE to Angela Gilbreth, SWIC Program Coordinator of Nursing Education, in the amount of \$10,000 for the period March 11, 2021 through August 31, 2021 to continue her education, as well as an opportunity to serve on the Advisory Board for the Illinois Nursing Workforce Center in 2021;
- revised facility agreement between Mercy Health East Communities and Southwestern Illinois College, District #522 to allow Health Science students in the Medical Laboratory Technology program to participate in clinical experience;

- new facility agreement between ComWell, Sparta, IL and Southwestern Illinois College, District #522 to allow Health Sciences students in the Human Services Technology program to participate in practicum opportunities;
- new facility agreement between YMCA Allison Cassens Early Childhood Development Center, Glen Carbon, IL and Southwestern Illinois College, District #522 to allow students enrolled in the Early Childhood Education program to participate in practicum opportunities;
- renewal facility agreement between Early Explorations Day Care Center, Edwardsville, IL and Southwestern Illinois College, District #522 to allow students enrolled in the Early Childhood Education program to participate in practicum opportunities;
- renewal facility agreement between LaPetite Academy, Belleville, IL and Southwestern Illinois College, District #522 to allow students enrolled in the Early Childhood Education program to participate in practicum opportunities;
- new agreement between City of Perryville, Missouri (Perryville Regional Airport) and Southwestern Illinois College, District #522 to allow internships at the airport as part of SWIC's Aviation Management program, subject to review and approval by the Board Attorney;
- new transitional Math Partnership Agreement between Mascoutah School District #19, Mascoutah, IL and Southwestern Illinois College, District #522 to offer the Quantitative Literacy and Statistics course as part of the Postsecondary and Workforce Readiness Act; students who successfully earn a "C" or better are eligible to enroll credit bearing math placement at SWIC; and
- new transfer agreement between the University of Kansas Medical Center School of Health Professions-Respiratory Care and Diagnostic Science and Southwestern Illinois College, District #522 to provide a dual degree program for SWIC's Respiratory Care students.

The motion carried. (These items will appear on the consent agenda.)

STUDENT SERVICES UPDATE

Interim Chief Student Services Officer Danielle Chambers provided the following report:

- Student Services Staff attended the Building Together training sessions that Financial Aid presented at the "SWIC Saves Students Thousands" session.
- Fall 2020 diplomas and certificates have been printed and mailed.
- Spring 2021 dual credit registrations have been processed by Enrollment Services. Roughly 1700 students were processed and the rosters have been generated.
- A mass e-mail was sent to students to remind them of the February 15 Spring 2021 graduation application deadline.
- The first round of Spring 2021 financial aid refund checks has been processed and were mailed Friday, February 26.
- SWIC was recognized as a Top 10 Military Friendly School for the 2020-2021 year. Military Friendly describes a Top 10 School as a guidon bearer for military/veteran programs and initiatives. They set the standard for other designations and are programs that continue to improve every year.

- DAC is attending IEP meetings through Google Meets with high schools providing general information for a smooth transition.
- Student Life is preparing to start the application process for the ICWS Grant in April. This grant affords SWIC the opportunity to fund internships that are class requirements for our students.

EXECUTIVE SESSION

Mr. Blomenkamp moved, seconded by Mr. Morton, to move into Executive Session at 5:05 p.m. to discuss personnel matters (5 ILCS 120/2(c)(1)); and/or collective bargaining (5 ILCS 120/2(c)(2)); and/or litigation (5 ILCS 120/2c)(11)). Upon a roll call vote, those trustees voting aye were Mr. Blomenkamp and Mr. Morton. Nay: None. Absent: None. PASSED

There was consensus to return to regular session at 5:19 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

There was no action taken as a result of Executive Session.

RETIREMENT NOTIFICATION

Chief Human Resources and Operations Officer Anna Moyer presented the retirement notification of Kathy Anderson, Secretary, Foster Grandparent Program, effective close of business March 22, 2021.

Mr. Blomenkamp moved, seconded by Mr. Morton, to recommend the Board of Trustees accept the retirement notification of Kathy Anderson, Secretary, Foster Grandparent Program, as presented. The motion carried. (This item will appear on the consent agenda.)

RESIGNATION

Chief Human Resources and Operations Officer Anna Moyer presented the resignation of Lori Obernuefemann, Payroll Assistant, effective close of business March 10, 2021.

Mr. Blomenkamp moved, seconded by Mr. Morton, to recommend the Board of Trustees accept the resignation of Lori Obernuefemann, Payroll Assistant, as presented. The motion carried. (This item will appear on the consent agenda.)

APPOINTMENTS

Trustees Blomenkamp and Morton agreed to an omnibus vote for the appointment recommendations.

Chief Human Resources and Operations Officer Moyer presented the following appointment recommendations:

Christopher Coyne to the full-time position of Public Safety Commissioned Officer at the Belleville Campus effective April 1, 2021 at an annual salary of \$38,188 with employment subject to provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2016-2019;

Jason Reese to the full-time administrative position of Director of Network Services effective March 18, 2021 at an annual salary of \$95,000, salary grade 8, and subject to the provisions of the Personnel Procedures for Administrators;

Brandon Carel to the full-time SWIC EE position of IT Technical Services Coordinator effective April 1, 2021 at an annual salary of \$43,523 and subject to the SWIC Educational Employees Collective Bargaining Agreement;

Mia Ransom-Harris to the full-time administrative position of Accountant II effective March 22, 2021 at an annual salary of \$61,000, salary grade 4, and subject to the provisions of the Personnel Procedures for Administrators;

Marsha Williams to the part-time grant-funded SWIC EE position of Special Project Coordinator at the Sam Wolf Granite City Campus effective April 1, 2021 at an hourly rate of \$23.31 for up to 28 hours per week and subject to the SWIC Educational Employees Collective Bargaining Agreement and the continued receipt of external funding; and

Christine Deien to the part-time position of Custodian effective April 1, 2021 at an hourly rate of \$13.66 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148.

Mr. Blomenkamp moved, seconded by Mr. Morton, to recommend the Board of Trustees appoint the above-named individuals to the above-named positions as presented. The motion carried. (These items will appear on the consent agenda.)

AUTHORIZATIONS TO HIRE

Ms. Moyer presented the following requests to hire the following part-time instructors:

Monica Ortega	ESL instructor for Remedial Studies (March 1, 2021)
Andrew Scott	Heating, Ventilation, A/C and Refrigeration (March 29, 2021)
Yvonne Cole	Biology (March 22, 2021)
Amber Riechmann	Radiologic Technology (Summer 2021)

Darnacio Washington Food Truck Operations Technician, PTNU (Spring 2021 semester; \$20/hr)

Mr. Blomenkamp moved, seconded by Mr. Morton, to recommend the Board of Trustees approve the requests to hire as presented. The motion carried. (These items will appear on the consent agenda.)

REAPPOINTMENT OF FULL-TIME AND PART-TIME ADMINISTRATIVE, PROFESSIONAL AND SUPERVISORY STAFF (EDUCATION AND GRANT-FUNDED) FOR FY 2022

Chief Human Resources and Operations Officer Moyer presented a request to approve the Fiscal Year 2022 Reappointment of Full-time and Part-time Administrative, Professional and Supervisory Staff per Appendix A and subject to the Personnel Procedures for Administrators.

Mr. Blomenkamp moved, seconded by Mr. Morton, to approve the request to create and to advertise the position reappoint the full-time and part-time Administrative, Professional and Supervisory staff as presented. The motion carried. (This item will appear on the consent agenda.)

AUTHORIZATION TO ADVERTISE

Chief Human Resources and Operations Officer Moyer presented the following requests to advertise:

Full-time Faculty Positions: Outcomes Assessment; Art
Full-time Administrative Position: Associate Dean of Business, Health Sciences and Homeland Security
Full-time Administrative Position: Network Operations Center Manager
Full-time Administrative Position: Career Services Coordinator
Full-time Administrative Position: Student Services Coordinator
Part-time SWIC EE Position: Computer Support Technician
Part-time SWIC EE Position: ATS Dispatcher
Part-time Head and Assistant Coach Positions: Men's and Women's Tennis and Golf

Mr. Blomenkamp moved, seconded by Mr. Morton, to authorize administration to advertise the positions as presented. The motion carried.

FACULTY MEMBER AND ADJUNCT FACULTY MEMBER OF THE YEAR

Chief Academic Officer Gina Segobiano presented a request to approve Carolyn Beal, Associate Professor of Early Childhood Education, as the college's ICCTA 2021 Outstanding Full-time Faculty Member of the Year and to approve Jessica Day, Adjunct Instructor serving in the Early Childhood Education program, as the college's ICCTA 2021 Outstanding Adjunct Faculty Member of the Year. Dr. Segobiano stated the recommended two faculty members demonstrate exemplary pedagogy skills, bringing innovative ideas to the Early Childhood Education program at Southwestern Illinois College.

Mr. Blomenkamp moved, seconded by Mr. Morton, to recommend the Board of Trustees approve Carolyn Beal and Jessica Day at the college's ICCTA 2021 Outstanding Full-time Faculty and Adjunct Faculty Member of the Year respectively. The motion carried. (This item will appear on the consent agenda.)

MONTHLY NOTIFICATION OF PART-TIME PERSONNEL FOR FEBRUARY 2021

Ms. Moyer presented a request to ratify the part-time and temporary faculty and staff actions for February 2021 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff. There are a total of one newly-hired part-time non-union employee; one Person of Interest; one termination; and one declination of employment on the report.

Mr. Blomenkamp moved, seconded by Mr. Morton, to recommend the Board of Trustees ratify the part-time and temporary faculty and staff actions for January 2021 as presented. The motion carried. (This item will appear on the consent agenda.)

NEXT SCHEDULED MEETING

The next scheduled meeting of the Personnel, Programs and Services Committee is Monday, April 12, 2021 at 5:00 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Blomenkamp moved, seconded by Mr. Morton, to adjourn the meeting at 5:30 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees