

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
July 12, 2021
5:15 p.m.

Committee members present: Robert G. Morton, Chairman
Nick Raftopoulos
Sara Soehlke (remote)

Trustees present: John Blomenkamp
Steve Campo
Charles Hannon
Richard Roehrkasse

Administrators present: Nick J. Mance
Linda Andres
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 5:15 p.m. and announced a quorum.

GRANTS

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees accept the following grants:

- continuation of the Village of Shiloh local grant in the amount of \$20,000 for the period July 1, 2021 through June 30, 2022 to provide recreational and social activities at the Senior Center in the Village of Shiloh;
- continuation of the Americorps Seniors federal grant for the Foster Grandparent program in the amount of \$300,069 for the period July 1, 2021 through June 30, 2022 to provide mentoring and tutoring to special needs children ranging in age from infancy to twenty-one;
- continuation of the AmeriCorps Seniors federal grant for the Senior Companion program in the amount of \$427,123 to provide volunteer services by income eligible adults age 55 and older to those at risk of institutionalization;
- continuation of the Corporation for National and Community Service federal grant for the Belleville AmeriCorps program in the amount of \$388,993 for the period August 20, 2021 through December 31, 2022; this is the second year of a three-year grant cycle that ends

December 31, 2023 and is a partnership with the City of Belleville, Belleville School Districts 118 and 175, and two neighborhood associations as well as numerous community-based organizations to positively impact student and community success; and

- renewal of the ICCB grant for the Early School Leaver Transition program in the amount of \$60,000 for the period July 1, 2021 through June 30, 2022 to provide adult education and support services to high school dropouts between the ages of 16 and 24 who demonstrate the willingness to complete a secondary level of education; participate in school and work-based learning experiences related to career choices; and transition to post-secondary education and/or enter into and retain employment.

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

AGREEMENTS

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the following agreements:

- renewal articulation agreement between McKendree University and Southwestern Illinois College, District #522 to allow SWIC students to transfer Associate of Arts degree from SWIC to earn the Bachelor of Arts degree in Biopsychology, Psychology, Sociology-Child and Family, and Criminal Justice at McKendree University;
- new partnership agreement between Chamberlain University and Southwestern Illinois College, District #522 to allow SWIC Health Science students reduced fee and tuition rates at Chamberlain University;
- new affiliation agreement between Illinois Center for Autism of O'Fallon and Belleville, IL and Southwestern Illinois College, District #522 to provide Illinois Center for Autism facilities as a site for Health Science clinicals;
- new affiliation agreement between STL Hills Pharmacy and Southwestern Illinois College, District #522 to provide STL Hills Pharmacy as a site for Pharmacy Technician clinicals;
- new affiliation agreement between Copper Bend Pharmacy of Belleville, IL and Southwestern Illinois College, District #522 to provide Copper Bend Pharmacy as a site for Pharmacy Technician clinicals;
- new affiliation agreement between Groceries of Southern Illinois of Freeburg and Smithton and Southwestern Illinois College, District #522 to provide Groceries of Southern Illinois facilities as sites for Pharmacy Technician clinicals; and
- new affiliation agreement between Focal Point Outdoor Solutions of Caseyville, IL and Adult Basic Education, Southwestern Illinois College, District #522 to provide Focal Point Outdoor Solutions facility as a site for English as a Second Language classes.

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

GIFTS TO THE COLLEGE

Chief Administrative Services Officer Bernie Ysursa reported gifts to the college of two engines to the AVMT program and extraction tools, power unit, spreader, ram and cutter to the Fire Science program.

Ms. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees accept the gifts to the college. The motion carried. (These items will appear on the consent agenda.)

COURSE FEES

Chief Academic Officer Gina Segobiano presented a request to approve course fees effective January 1, 2022 resulting from the increased cost of art supplies and new course fees for the cannabis courses.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve course fees as presented. The motion carried. (This item will appear on the consent agenda.)

STUDENT SERVICES UPDATE

Chief Human Resources and Operations Officer Anna Moyer presented on behalf of Interim Chief Student Services Officer Danielle Chambers and requested the report be read into the public record.

Student Services Update

- Student Services will be holding extended hours for the Fall 21 semester on Tuesday, August 17th and Saturday August 21st.
- Degrees and certificates for Spring 2021 have been conferred. Mailing will take place next week.
- The shopping carts for Spring 2022 will open on September 5th. Priority enrollment begins October 10th and open enrollment begins October 17th.
- Financial aid awards have been processed for the 2021-22 year and award estimates have been posted for students who are not enrolled in classes.
- Student services is working on a Fall welcome event to promote enrollment. The event is targeted for August 4th at the Granite City Campus and August 5th at the Belleville Campus.
- Student Life is working on their Fall events and activities calendar.
- Career Services is planning a Fall Career and Leadership Workshop.

OMNIBUS VOTE

Trustees Raftopoulos and Soehlke and Chairman Morton agreed to an omnibus vote for the items on the Personnel, Programs and Services Committee agenda.

RESIGNATIONS

Chief Human Resources and Operations Officer Anna Moyer presented the following resignations:

Daryl May, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business June 25, 2021;

Brendan D. Wright, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business July 8, 2021;

Spencer Piquard, full-time Commissioned Public Safety Officer at the Belleville Campus, effective close of business June 15, 2021; and

Sonny Wilson, Interim College Inclusion Ambassador Coordinator, effective July 2, 2021.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the resignations as presented. The motion carried. (These items will appear on the consent agenda.)

APPOINTMENTS

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

appoint Marshall Brooks, Sergio Perez Lamas, Jr., Christopher Miller, Chralene O'Dell, and Dylan Verret to the five full-time positions of Public Safety Commissioned Officer at the Belleville Campus effective August 2, 2021 each 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;

appoint Jordan Cruise to the full-time administrative position of Academic Advisor effective August 2, 2021 and Stephen Mruzik to the full-time administrative position of Academic Advisor effective August 16, 2021 each at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;

appoint Kieasha Ford to the full-time administrative position of Academic Advisor and Intake Specialist effective August 2, 2021 at an annual salary of \$49,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;

appoint Michael Conley to the full-time administrative position of Director of Workforce Development and Career Pathways effective August 16, 2021 at an annual salary of \$82,500, salary grade 7, and subject to the provisions of the Personnel Procedures for Administrators;

appoint Stephanie Klie to the full-time Outcomes Assessment Faculty with district-wide responsibilities effective August 16, 2021 at an annual base salary of \$56,020 in accordance with the FT Faculty Memorandum of Understanding;

appoint Nicholas Weatherly to the full-time time Industrial Technology/Precision Machining Technology Instructor at the Sam Wolf Granite City Campus with district-wide responsibilities effective August 16, 2021 at an annual base salary of \$48,011 in accordance with the FT Faculty Memorandum of Understanding;

appoint Roderick Arnold, Sr. to the full-time grant-funded Heating, Ventilation, Refrigeration & Air Conditioning (HVAC) Instructor effective August 16, 2021 at an annual base salary of \$48,011 in accordance with the FT Faculty Memorandum of Understanding

appoint Geri Sova to the full-time grant-funded Practical Nursing Education/Nurse Assistant Instructor effective August 16, 2021 at an annual base salary of \$50,951 in accordance with the FT Faculty Memorandum of Understanding;

appoint Melody Schroer to the full-time Paralegal Studies Coordinator/Instructor with district-wide responsibilities effective August 16, 2021 at an annual base salary of \$58,224 in accordance with the FT Faculty Memorandum of Understanding;

appoint Taylre Foote to the full-time grant-funded SWIC EE position of Secretary, Foster Grandparent Program, effective August 2, 2021 at an annual salary of \$30,620 in accordance with the SWIC EE Collective Bargaining Agreement; and

appoint Madeline Gauch and Jordan Staves to the two full-time administrative positions of Social Media Specialist at an annual salary of \$47,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.

Trustee Campo questioned if Jordan Cruise graduated. Ms. Moyer will check and provide the information prior to the July 21, 2021 meeting of the Board of Trustees. Trustee Hannon inquired about the grant-funded faculty positions. Ms. Moyer replied their mission is to build up programs and enrollment at the East St. Louis and Granite City Campuses funded by the Workforce Equity Initiative grant.

Trustee Hannon asked if anybody on this list is related to anybody at the college. Board Chair Blomenkamp questioned why it matters, to which Mr. Hannon replied, "If Nick Mance owns this college, he can hire who he wants. However, these are taxpayer funds. Our reputation resides on what the stakeholders think."

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the appointments as presented. The motion carried. (These items will appear on the consent agenda.)

AUTHORIZATION TO HIRE

Chief HR and Operations Officer Moyer presented the following requests to hire:

hire Adam Donachie as a part-time Custodian effective August 16, 2021 at an hourly rate of \$13.66 subject to the provisions of the Collective Bargaining Agreement between District #522 and Local 148;

hire Michael Barnett to the part-time position of Public Safety Commissioned Officer at the Belleville Campus effective August 2, 2021 at an hourly rate of \$17.00 with employment subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Illinois Council of Police (ICOPS) - Southwestern Illinois College Chapter, 2016-2019;

hire Samuel Jackson to the SWIC EE ATS part-time grant-funded position of ATS Driver effective August 2, 2021 at an hourly rate of \$15.00 for up to 28 hours per week;

hire Anthony Raymond, Corey Burries, and Darryl Cross to the three SWIC EE ATS part-time grant-funded positions of ATS Driver effective July 1, 2021 at an hourly rate of \$15.00 for up to 28 hours per week;

hire Therese Marks to the SWIC EE ATS part-time grant-funded position of ATS Driver effective August 2, 2021 at an hourly rate of \$15.00 for up to 28 hours per week;

hire Sakeenah Pearson, to the part-time grant-funded SWIC EE position of Pearson VUE Test Proctor at an hourly rate of \$14.38 for up to 28 hours per week;

hire Elizabeth Farar to the part-time grant-funded position of Special Project Coordinator at the Sam Wolf Granite City Campus at an hourly rate of \$23.78 for up to 28 hours per week; and

hire the following part-time instructors effective August 1, 2021:

Tom Lanham, Aviation Pilot Training
Stacey Claspill, Remedial Studies/ESL with additional duties
Christen Murphy, Remedial Studies/ESL with additional duties
Serena Mouyaga, Remedial Studies with additional duties
Justin Edgren, Art Faculty
Rob Schubert, Anthropology
Diane King, Early Childhood Education
Dan Weymouth, Construction Management
Stephen Andell, Sign Language Studies
Anne Geary Frost, Sign Language Studies
Nathalie Oxenham, Sign Language Studies
Ryan Butler, Pharmacy Technician
Bryan Schneider, Pharmacy Technician
Stephen Andell, SLS Lace Assistant
Meridith Green, SLS Lace Assistant.

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

AUTHORIZATION TO REHIRE

Chief Human Resources and Operations Officer Moyer presented a request to rehire Katelyn Skipper to the part-time SWIC EE position of Instructional Services Assistant, effective August 2, 2021 at an hourly rate of \$14.88 and subject to the provisions of the Collective Bargaining Agreement between District #522 and Local 6600. Ms. Skipper was previously employed at Southwestern Illinois College in the Instructional Services Assistant role and would be able to step in and provide immediate value to the institution.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the request to rehire as presented. The motion carried. (This item will appear on the consent agenda.)

RECLASSIFICATIONS

Chief HR and Operations Officer Moyer presented the following reclassification requests:

reclassify Leonidas Paparigopoulos to the part-time position of Public Safety Commissioned Officer at the Belleville Campus effective July 1, 2021 at an hourly rate of \$17.00 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;

assign SSS-055 to Grade 5 and adjust the salary of Bargaining Unit member Sarah Pollard to \$33,135 effective August 1, 2021 as defined in Article 15.D, page 42 of the SWIC EE CBA;

assign SSS-019; 046; 031; 094; 110; 022; 018; and 027 to Grade 6 and adjust the salaries of Bargaining Unit members effective July 1, 2021 as defined in Article 15.D, page 42 of the SWIC EE CBA:

Shannon Meier	\$41,123
Shawn Vratney	\$40,270
Melanie Phillips	\$39,582
Theresa Kirkwood	\$38,444
Candice Rodgers	\$40,345
Laura McKinney	\$46,247
Gerry Hobbs	\$41,984
Anne Mastromatteo	\$48,050 (current salary remains due to prior MOU);

restructure the positions of Success Center Computer Lab Tech (PTEC-204); Office Clerk, Testing Center (PTEC-234); and Learning Resources Specialist (PTEC-009) into one position of Success Programs Support Specialist (PTEC-TBA) at a starting hourly rate of \$14.38. As part of the restructure the following individuals would move into the newly-created position and anyone below the new starting rate would be brought up to the starting rate:

Janice Voland	\$15.37
Kyle Daniels	\$14.38
Monica Gilliam	\$14.38
Lyndsey Norris	\$14.38
Cynthia Foot-Ruhmann	\$15.50
Kim Harrison	\$14.53
Rachel Chandler	\$14.53; and

consideration to create and to advertise two part-time SWIC EE positions of Success Programs Support Specialist at a starting hourly rate of \$14.38 per the Collective Bargaining Agreement Between Community College District #522 and SWIC Educational Employees, Local 6600.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the reclassifications as presented. The motion carried. (These items will appear on the consent agenda.)

FY22 PART-TIME COACHING CONTRACTS

Ms. Moyer presented the FY22 part-time coaching contract recommendations, which include some modifications from FY21, from Athletic Director Michael Juenger. Most of the current part-time head coaches are considered as Tier I and are being recommended with the same contract amount. Contracts for continuing coaches categorized as Tier II reflect a \$2,600 increase to ensure they all meet the minimum \$6,000 contract amount. The created Tier III positions are mainly aimed at providing additional resources for athletic teams as many of them may need additional support as their team size (enrollment) increases.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees initiate part-time coaching contracts for FY 2022 and to create and/or advertise any vacancies reflected in the provided attachment.

AUTHORIZATION TO CREATE AND TO ADVERTISE

Ms. Moyer presented a request to create and to advertise the following positions:

two full-time administrative positions of Academic Advisor and Program Specialist, salary grade 2 per the Administrator pay scale;

full-time administrative position of Coordinator of Culinary and Food Truck Operations, salary grade 2 per the Administrator pay scale;

up to five PTNU Food Truck Operations Technicians at an hourly rate of \$20; and

up to five SWIC EE Physical Fitness Assistants to cover up to 80 hours per week at an hourly rate of \$16.50 in accordance with the SWIC EE Collective Bargaining Agreement.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the requests to create and to advertise as presented. The motion carried. (These items will appear on the consent agenda.)

REQUEST TO CONTINUOUSLY ADVERTISE

Ms. Moyer presented a request to continuously advertise vacancy openings to develop a pool of PTNU applicants in the Belleville AmeriCorps Program with an expiration date of August 31, 2022.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to approve the continuous advertisement of vacancy openings for the Belleville AmeriCorps Program as presented. The motion carried.

AUTHORIZATION TO ADVERTISE

Ms. Moyer presented the following requests to advertise:

- full-time SWIC EE Position: General Lab Technician
- full-time Administrative Position: Financial Aid Technical Specialist
- part-time SWIC EE Position: Academic Records Evaluator
- part-time SWIC EE Position: Enrollment Services Specialist
- full-time SWIC EE Position: Enrollment Services Specialist
- part-time SWIC EE Position: Communications Specialist

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to approve the requests to advertise as presented. The motion carried.

MONTHLY NOTIFICATION OF PART-TIME PERSONNEL ACTIONS

Chief HR and Operations Officer Moyer presented a request to ratify the monthly notification of part-time personnel report for June 2021. There are a total of eight newly hired employees; seven Persons of Interest; three terminations; and one declination of employment on the June 2021 report.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees ratify the actions taken on the June 2021 report. 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, August 9, 2021 at 5:15 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to adjourn the meeting at 5:52 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees