

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**December 6, 2021**

Committee members present:	Steve Campo, Chair Nick Raftopoulos Sara Soehlke (remote)
Trustees present:	John Blomenkamp Mya Gill, Student Trustee Charles Hannon Robert G. Morton Richard Roehrkasse
Administrators present:	Nick Mance Linda Andres Danielle Chambers Missy Roche Dr. Gina Segobiano Bob Tebbe Bernie Ysursa  Marisa Ruser
Attorney present:	Garrett Hoerner

**CALL TO ORDER**

Chairman Campo called the meeting to order at 5:30 p.m.

**APPROVAL OF MINUTES**

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to approve the minutes of the regular meeting of October 11, 2021; the Executive Session of October 11, 2021; the regular meeting of November 8, 2021; and the Executive Session of November 8, 2021 as submitted. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke and Mr. Campo. Nays: none. Absent: none. **PASSED**

**GRANTS AND AGREEMENTS**

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to accept the following grants and approve the following agreements:

- Department of Education/Perkins grant passed through the ICCB in the amount of \$1,034,641 for the period July 1, 2021 through June 30, 2022 to improve programs to facilitate the academic achievement of CTE students;
- Adult Education and Literacy grant in the amount of \$1,093,590 for the period July 1, 2021 through June 30, 2022 to provide services that include assessment, basic skills instruction, English language acquisition instruction, high school equivalency instruction, career awareness, workforce preparation, online instruction, bridge programs and accelerated education and training programs;
- Governor's Emergency Education Relief (GEERS II) grant in the amount of \$489.788 for the period July 1, 2021 through June 30, 2022 to provide academic and social emotional support for students who have encountered numerous challenges as a result of the COVID-19 pandemic;
- Higher Education Emergency Relief Funds (HEERF III) grant in the amount of \$33,137,635 for the period May 14, 2020 through May 15, 2022 to be utilized in student assistance disbursements and the remaining institutional amount spent on instructional and technology supplies and equipment;
- new agreement between Alton MultiSpecialist and Southwestern Illinois College, District #522 to allow students in the Radiologic Technology program to participate in clinical experience;
- new agreement between Genoa Health Care and Southwestern Illinois College, District #522 to allow students in the Practical Nursing program to participate in clinical experience;
- new agreement between Health Management Zone and Southwestern Illinois College, District #522 to allow students in the Pharmacy Technician program to participate in clinical experience;
- new agreement between American Pharmacists Association and Southwestern Illinois College, District #522 to allow students in the Pharmacy Technician program to participate in clinical experience;
- new agreement between Option Care Enterprises and Southwestern Illinois College, District #522 to allow students in the Pharmacy Technician program to participate in clinical experience;
- new agreement between Metro East Dermatology and Southwestern Illinois College, District #522 to allow students in the Medical Assistant Technology program to participate in clinical experience;

- new articulation agreement between Southern Illinois University Carbondale and Southwestern Illinois College, District #522 providing terms of the Saluki Step Ahead Online Program -2+2 sub-agreement to ICCB's intergovernmental agreement with SIUC; and
- renewal agreement between the State of Illinois and Southwestern Illinois College, District #522 to allow State of Illinois employees to enroll in courses at the institution with tuition and fees paid under the State of Illinois Upward Mobility Program.

Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. **PASSED** (These items will appear on the consent agenda.)

#### **GIFT TO THE COLLEGE**

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to accept the gift to the college of six window air conditioning units for the HVAR program. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. **PASSED** (This item will appear on the consent agenda.)

#### **STUDENT SERVICES UPDATE**

Interim Chief Student Services Officer Danielle Chambers presented the following Student Services update:

- Student Life had their annual Belleville Campus Tree Lighting which took place on Nov. 17<sup>th</sup>. This date was also the kickoff of the Toy Drive as we continue our partnership with the Big Brothers Big Sisters program. Student Life has expanded their Tree Lighting event to the Red Bud and Granite City Campuses.
- Student Services has formed a subcommittee for HLC to ensure that our goals align with and support the college's mission and strategic planning.
- Student Services will extend continuous services to our East St. Louis site to ensure an efficient enrollment process and provide guidance with filling out the FAFSA.
- Brenne' Ardrey is our new Vet Success on Campus Counselor (VSOC). The VSOC program is a collaborative effort between SWIC and the U S. Department of Veteran Affairs to help service members, veterans and their dependents in completing their educational program and prepare them to enter the labor market. Brenne' will be located in the Career Services Office.
- The Department of Education announced our official default rate for 2018, which is down significantly from previous years, partially due to COVID-19 relief which suspended loan payments.

- Advisors are partnering with the Admissions team to promote early enrollment.

Ms. Chambers provided a copy of the newsletter developed by Student Services that will be distributed to students and faculty to ensure effective communication about changes and highlights within the Student Services division.

Student Services has also developed a postcard to educate students about the vaccination and testing mandates. The cards contain an email address that will be monitored by Student Services personnel to respond to questions posed from students. The postcards will be distributed to students beginning tomorrow.

COVID relief fund checks for students were processed, and students should receive their check by the end of next week. The first disbursement went to those who had a FAFSA on file; the second disbursement went to everyone else.

### **COURSE FEES**

Chief Academic Office Segobiano presented a request to approve the course fees presented during the Fall 2021 Curriculum Committee meetings with the effective date noted. She added we are not keeping up with the high cost of equipment and needs to support some of the programs. Extensive discussion ensued concerning why the dramatic increases; phasing in the costs; cutting costs of the class; making it less a hardship for students. Dr. Segobiano will discuss with Dean Brad Sparks and bring additional information to the next committee meeting.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to table this topic until Dean Brad Sparks provides additional information concerning the price increases in course fees. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. **PASSED**

### **EXECUTIVE SESSION**

*Mr. Raftopoulos moved, seconded by Ms. Soehlke, to move into Executive Session at 5:50 p.m. to discuss personnel (5 ILCS 120/2 (c)(1), collective bargaining (5 ILCS 120/2(c)(2), and litigation (5 ILCS 120/2(c)(11)). Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried.*

*There was consensus to return to regular session at 6:21 p.m.*

### **OMNIBUS VOTE**

The trustees agreed to an omnibus vote for the remaining topics on the agenda.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to:

accept the retirement notification of Thomas Noonan, full-time faculty member in Culinary Arts, effective close of business October 1, 2022;

accept the resignation of Nicole Blanson, Career and Employment Specialist, effective close of business November 24, 2021;

appoint Season Reiler to the full-time grant-funded administrative position of Senior Companion Program Director at the PSOP site with district-wide responsibilities effective January 18, 2022 at an annual salary of \$47,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;

appoint Faith Fields to the full-time position of Practical Nursing Coordinator/Instructor at the Belleville Campus with district-wide responsibilities effective January 3 2022 at an annual salary of \$51,966 in accordance with the FT Faculty Memorandum of Understanding;

appoint Chelsea Bergmann to the full-time position of Medical Assistant Coordinator/Instructor at the Belleville Campus with district-wide responsibilities effective January 3, 2022 at an annual base salary of \$48,966 in accordance with the FT Faculty Memorandum of Understanding;

hire the following part-time instructors effective January 3, 2022 for the Spring 2022 term at a salary based on education attainment and number of credit hours assigned and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Dr. Geng Liu	Biology
Megan Black	Emergency Medical Services
John Wayne Peery	Emergency Medical Services
Layla Simons	Emergency Medical Service
Travis Henry	Fire Science
Adam Meloan	Music
Christopher Ludvigsen	Sign Language Studies
Christine Phelps	Sign Language Studies
Stuart Thies	Construction Management (ESL)
Donald Rommerskirchen	HVAR Lab Technician (addl duties NTE 9 hrs weekly)
Jennifer Wieggers	Remedial Studies (English as Second Language)
Christopher Leicht	Remedial Studies (English as Second Language)
Kameron Wallace	Construction Management
Jacquelyn Ford	Biology;

hire Kenneth Kimball II to the part-time grant-funded SWIC EE position of ATS Driver effective January 3, 2022 at an hourly rate of \$15.00 for up to 28 hours per week in accordance with the current SWIC-ATS IFT-AFT Local 6600 salary schedule and upon a clear background, DOT physical and the continued receipt of external funding;

hire Danielle Boccaleoni to the part-time SWIC EE position of Library Services Assistant at the Belleville Campus effective January 3, 2022 at an hourly rate of \$12.00 for up to 28 hours per week in accordance with the current SWIC Educational Employees IFT-AFT Local 6600 salary schedule;

hire Phillip (Cam) Justice to the part-time Custodian position effective January 3, 2022 at an hourly rate of \$14.07, subject to the provisions of the Collective Bargaining Agreement between District #522 and Local 148;

approve a monthly stipend of \$1,500 to Dr. Paige Mettler-Cherry, the current Associate Dean of Arts & Sciences, for additional duties in the Arts & Sciences Division effective January 3, 2022;

create and to advertise the following positions:

Full-time administrative position of Purchasing Specialist at salary grade 3 per the Administrator pay scale and subject to the provisions of the Personnel Procedures for Administrators;

Full-time administrative position of Accountant II at salary grade 4 per the Administrator pay scale and subject to the provisions of the Personnel Procedures for Administrators; and

Part-time non-union positions of COVID Compliance Monitor at an hourly rate of \$15.00, with a number of hires based on needs to properly comply with state and federal mandates;

advertise the following positions:

full-time administrative position: College Inclusion Ambassador Coordinator  
full-time administrative position: Career and Employment Specialist  
full-time administrative position: Dean of Arts and Humanities (July 1, 2022)  
full-time administrative position: Dean of Math and Sciences (July 1, 2022)  
full-time Faculty: Culinary Arts (Fall 2022)  
full-time SWIC EE Position: Financial Aid Technical Support Specialist  
part-time SWIC EE Position: Switchboard Operator; and

ratify the November 2021 part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.

President Mance alerted the committee to an LPN Instructor appointment that was received too late to get on the committee agenda but will be placed on the Board of Trustees non-consent agenda. The vacancy occurred because of a recent resignation last Friday.

Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. **PASSED** (Those items requiring Board approval will appear on the consent agenda.)

**OTHER COMMITTEE RELATED BUSINESS**

The trustees had no additional committee related business.

**ADJOURNMENT**

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to adjourn the meeting at 6:38 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Board Secretary