

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
February 9, 2022
5:30 p.m.

Committee members present: Steve Campo, Chairman
Nick Raftopoulos
Sara Soehlke (remote)

Trustees present: John Blomenkamp
Mya Gill, Student Trustee (arrived at 5:41 p.m.)
Charles Hannon
Robert Morton
Richard Roehrkasse

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

Attorney present: Garrett Hoerner (remote)

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 Executive Session of September 13, 2021. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to approve the minutes of the December 6, 2021 meeting. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to approve the minutes of the Executive Session of December 6, 2021. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried.

GRANTS AND AGREEMENTS

Mr. Raftopoulos moved, seconded by Mr. Campo, to recommend the Board of Trustees accept the following grants and approve the following agreements:

- continuation of the Workforce Equity Initiative (WEI) state grant through the ICCB in the amount of \$1,200,000 for the period December 1, 2021 through December 31, 2022 the primary deliverable of which is employment after completion of the credential aligned with regional workforce gaps that provides a full-time job paying at least 30% above the regional living wage or is on a pathway to a family sustaining wage;
- continuation of the Illinois Works Pre-Apprenticeship state grant in the amount of \$240,000 for the period January 1, 2022 through December 31, 2022 the objective of which is to create a successful path in a specific set of trades that will result in employment in high-skilled, high-wage occupations;
- continuation of the Multipurpose Senior Center Program grant in the amount of \$62,400 for the period January 1, 2022 through December 31, 2022 to provide activities, information, social and health services to senior citizens age 55 and older;
- continuation of the Senior Companion Program grant in the amount of \$2,500 for the period January 1, 2022 through December 31, 2022 to provide funds for program volunteers in support of their travel to and from clients' homes;
- continuation of Retired Senior Volunteer Program (RSVP) grant in the amount of \$2,500 for the period January 1, 2022 through December 31, 2022 to provide funding for RSVP to provide direct hands-on facilitation of the program;
- continuation of the Illinois Arts Council state grant in the amount of \$4,000 for the period February 1, 2022 through August 31, 2022 to provide funding to support local high school competitions of poetry recitation and assist with sending winners to a regional competition;
- approve new agreement between Orthopaedic Center of Southern Illinois and Southwestern Illinois College, District #522 to allow students in the Physical Therapist Assistant program to participate in clinical experience;
- approve new agreement between Capital University and Southwestern Illinois College, District #522 to allow students in the Nursing program to participate in clinical experience;
- approve new agreement between Shriners Hospital and Southwestern Illinois College, District #522 to allow students in the Radiologic Technology program to participate in clinical experience;
- approve new agreement between Wexford Health Sources and Southwestern Illinois College, District #522 to allow students in the Health Information Technology program to participate in clinical experience;
- approve new agreement between Memorial Hospital-Shiloh and Southwestern Illinois College, District #522 to allow students in the Physical Therapist Assistant program to participate in clinical experience;

- approve new agreement between Alton Memorial Hospital and Southwestern Illinois College, District #522 to allow students in the Pharmacy Technician program to participate in clinical experience; and
- approve new agreement between Medicine Express, LLC and Southwestern Illinois College, District #522 to allow students in the Pharmacy Technician program to participate in clinical experience.

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

GIFT TO THE COLLEGE

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees accept the gift of miscellaneous wire and hardware for the Industrial Technology program. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

STUDENT SERVICES UPDATE

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

Our Student Services Division continues to assist our students to ensure that they have a positive educational experience. Below are our monthly highlights:

- HEERF III (The American Rescue Plan) has been disbursed in the amount of \$750 to all Fall enrolled undergraduate students (excluding Dual Credit and Running Start). Students with a FAFSA on file were prioritized and awarded in the first disbursement. We will plan to disburse the remaining amount this semester.
- Student Services staff will continue to work with all departments to ensure COVID compliance on campus. Currently, we report at 85% student compliance.
- Student Services has begun the search for a service provider to explore the option of paperless refunds. This project will be ongoing until we can evaluate the budget and identify a provider.
- Advisors are working on the 30-credit hour review to ensure that students are on track for graduation.
- Students who completed their requirements in Fall 2021 will be receiving their diplomas and certificates in the mail at the beginning of February.
- Students who qualified for the Dean's List for Fall 2021 will be receiving their letters in the mail at the beginning of February.

COURSE FEES

The revised Technical Education course fees that were pulled from the January 2022 agenda will be presented at the March meeting of the Personnel, Programs and Services Committee. Dean Bradley Sparks will be in attendance to address any concerns.

Mr. Raftopoulos moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the course fees in the areas of Business, Nursing Education, and Biology. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

TERMINATION OF DEGREES AND STAND-ALONE CERTIFICATES

The ICCB Master Program List contains stand-alone certificates and a degree that are no longer offered at SWIC. Withdrawals of degrees and stand-alone certificates that are no longer active must receive Board approval prior to reporting the withdrawal to the Higher Learning Commission.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees terminate degrees and stand-alone certificates. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

EXECUTIVE SESSION

An Executive Session was not called.

RESIGNATIONS

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

Michael Dealy, full-time faculty, Aviation Maintenance, effective close of business January 21, 2022;

Margaret Wuebbles, full-time faculty, Practical Nursing, effective close of business January 16, 2022;

Marisa Ruser, Director of Human Resources, effective close of business February 2, 2022; and

Chralene O'Dell, full-time Commissioned Public Safety Officer, effective close of business January 6, 2022.

Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

APPOINTMENTS

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

Angie Stewart-Brown to the full-time administrative position of Associate Director Campus & Community Liaison effective March 1, 2022 at an annual salary of \$60,000.00 at salary grade 4 and subject to the provisions of the Personnel Procedures for Administrators;

Katelyn Dawson to the full-time administrative position of Associate Director Recruitment and Outreach effective March 1, 2022 at an annual salary of \$60,000.00 at salary grade 4 and subject to the provisions of the Personnel Procedures for Administrators;

Danielle Chambers to the full-time administrative position of Chief Student Services Officer effective February 17, 2022 at an annual salary of \$105,000.00 at salary grade 10 and subject to the Personnel Procedures for Administrators;

Wyatt Bridger to the full-time administrative position of Recruitment and Retention Specialist effective April 1, 2022 at an annual salary of \$40,000.00 at salary grade 1 and subject to the Personnel Procedures for Administrators;

Cynthia Jenkins to the full-time administrative position of Assistant Director of Adult Education effective March 1, 2022 at an annual salary of \$59,901.00 at salary grade 3 and subject to the Personnel Procedures for Administrators;

Jacob Wheeler to the full-time administrative position of Director of Finance effective February 17, 2022 at an annual salary of \$90,000.00 at salary grade 7 and subject to the provisions of the Personnel Procedures for Administrators;

Johnathan Cassity to the full-time administrative position of Accountant II effective March 1, 2022 at an annual salary of \$59,000.00 at salary grade 4 and subject to the provisions of the Personnel Procedures for Administrators;

Jacqueline Manker to the full-time administrative position of Reporting Compliance Analyst effective March 21, 2022 at an annual salary of \$58,000.00 at salary grade 3 and subject to the provisions of the Personnel Procedures for Administrators;

Rebecca Aitken to the full-time grant-funded position of LPN/Nurse Assistant Instructor at the East St. Louis Higher Education Campus with district-wide responsibilities effective March 1, 2022 at an annual salary of \$48,011.00 in accordance with the FT Faculty Memorandum of Understanding; and

Cynthia Bates to the full-time SWIC Educational Employee position of Accounts Payable Specialist effective March 1, 2022 at an annual salary of \$37,615.20 at salary grade 5 and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement.

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

AUTHORIZATION TO HIRE

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

Part-time instructors: Donte Haire, Construction Management/ESLHEC (eff. 02-28-22); and
Marsha Love, Radiologic Technology (eff. 06-06-22);

Victor Rogers to the part-time grant-funded SWIC EE position of ATS Driver effective March 1, 2022 at an hourly rate of \$15.00 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule and a projected 28-hour work week;

Leslie Boudouris and Luis Gonzalez Lavin to the two part-time SWIC EE positions of English Specialist at the Belleville Campus effective March 1, 2022 at an hourly rate of \$25.61 for up to 28 hours per week and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;

Hannah Nabb to the part-time SWIC EE position of Physical Science Specialist at the Belleville Campus effective March 1, 2022 at an hourly rate of \$25.61 for up to 28 hours per week and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;

Edgar Hernandez-Medina to the part-time SWIC EE position of Lead Switchboard Operator effective March 1, 2022 at an hourly rate of \$13.79 for up to 28 hours per week and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement; and

Jennifer Wiegers to the part-time grant-funded twelve-month SWIC EE position of Special Projects Coordinator at the Sam Wolf Granite City Campus effective March 1, 2022 at an hourly rate of \$24.02 for up to 28 hours per week and subject to the SWIC Educational Employee Collective Bargaining Agreement and the continued receipt of external funding.

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

AUTHORIZATION TO HIRE ON AN EMERGENCY BASIS

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees hire the following part-time instructors on an emergency basis:

Jacob Rommerskirchen: Heating, Ventilation and A/C (01-13-22);
Cody Coffin: Precision Machining Technology (01-13-22);
Jared Shields: CAD (01-13-22);
Arindam Chatterjee: Chemistry (01-24-22);
Farhad Sakhaee: Engineering (01-13-22); and
Margaret Wuebbles: Practical Nursing Clinical Instructor (01-17-22).

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

RE-EMPLOYMENT OF NON-TENURED FULL-TIME FACULTY

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

- 1) award tenure for 2022-2023 to:

Arts and Sciences

Laura Boville	English and Film
Darcy Wente-Hahn	Communication, Language and Theatre
Emily Kelly-Padden	Communication, Language and Theatre
Casey Lobring	Physical Science
Cora Marty-Farmer	Math
Jennika Smith	English and Film
Jenny VanWyk	Physical Science
Kristen Huffman	Biology

Tracey Hayes	Behavioral Sciences
Charles Knoth	Biology

Business, Health Sciences and Homeland Security

Angela Gilbreth	Nursing Education
Casie Dugan	Radiologic Technology
Diane Iberg	Medical Laboratory Technology
Eric Danford	Administration of Justice
Jennifer Charles-Ajao	Nursing Education
Mona LeGrand	Nursing Education
Erica Johnson	Nursing Education

Technical Education and Workforce Development

David Berry	Industrial Technology
Kevin Connelly	Aviation Maintenance
Mitchel McFarland	Welding Technology
Keith Mueller	Aviation Pilot Training

2) approve continued employment for third-year non-tenured faculty:

Business, Health Sciences and Homeland Security

Deanna Blomenkamp	Practical Nursing Education
Dustin Sweet	Economics
Christina Hernandez	Nursing Education
Misty Dicky	Nursing Education

3) approve continued employment for second year non-tenured faculty:

Business, Health Sciences and Homeland Security

Karla Arnotti	Nursing
Melody Schroer	Paralegal
Stephanie Klie	Outcomes Assessment

Arts and Sciences

Cory Sellers	Art
Sarah Swist	Art

Technical Education and Workforce Development

Nicholas Weatherly	Precision Machinery
Roderick Arnold	HVAR

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

REAPPOINTMENT OF FULL-TIME AND PART-TIME ADMINISTRATIVE PROFESSIONAL AND SUPERVISORY STAFF FOR FYE 2023

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the Fiscal Year 2023 reappointment of full-time and part-time Administrative, Professional and Supervisory Staff per Appendix A and subject to the provisions of the Personnel Procedures for Administrators. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

ADMINISTRATIVE, PROFESSIONAL AND SUPERVISORY STAFF (EDUCATION AND GRANT FUNDED) SALARY INCREASE FOR FY 2021 AND FY 2022

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the Fiscal Year 2021 and Fiscal Year 2022 amended reappointment of full-time Administrative, Professional and Supervisory Staff per Appendix A and subject to the Personnel Procedures for Administrators. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

AUTHORIZATION TO CREATE AND TO ADVERTISE POSITIONS

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the requests to create and to advertise the following positions:

Full-time grant-funded administrative position of Special Projects Coordinator, Construction Pre-apprenticeship Training and High School Partnerships; and

Part-time grant-funded SWIC EE position of Pearson Vue Proctor.

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

AUTHORIZATION TO CONTINUOUSLY ADVERTISE POSITIONS

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to authorize administration to continuously advertise the following positions:

Part-time grant-funded SWIC EE ATS position of ATS Dispatcher; and

Part-time Culinary Arts and Food Management Instructor.

Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo. Nays: none. Absent: none. The motion carried.

AUTHORIZATION TO ADVERTISE POSITIONS

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to authorize administration to advertise the following positions:

Full-time Faculty Position: Electrical/Electronics

Full-time Faculty Position: Chemistry

Part-time Grant-funded SWIC EE Position: Special Project Coordinator/Remedial Studies

Part-time Grant-funded SWIC EE Position: Special Project Coordinator/Online Intake

Part-time SWIC EE Position: Help Desk Technician

Full-time Administrative Position: Accountant II
Part-time SWIC EE Position: Financial Aid and Student Employment Specialist
Part-time SWIC EE Position: Employment Training Specialist
Full-time SWIC EE Position: Administrative Assistant to Dean of Administration of Justice
Full-time Administrative Position: Director of Human Resources

Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke, and Mr. Campo.
Nays: none. Absent: none. The motion carried.

MONTHLY NOTIFICATION OF PART-TIME PERSONNEL FOR JANUARY 2022

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees ratify the part-time and temporary faculty and staff actions for January 2022 as presented. The motion carried. (This item will appear on the consent agenda.)

OTHER COMMITTEE RELATED BUSINESS

A request was made from three trustees to place the following item on the February 16, 2022 agenda of the Board of Trustees:

Action item to rescind Resolution Authorizing Reduction-in-Force of Chief Human Resources and Operations Officer voted on October 6, 2021.

Board Attorney Hoerner stated no action will be taken at this meeting. Any discussion will take place in Executive Session at the Wednesday, February 16, 2022 meeting of the Board of Trustees.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Personnel, Programs and Services Committee is Wednesday, March 9, 2022 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to adjourn the meeting at 6:10 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees