

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
May 11, 2022
5:30 p.m.

Committee members present:	Steve Campo, Chairman Nick Raftopoulos
Committee member absent:	Sara Soehlke
Trustees present:	Charles Hannon Robert G. 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

CALL TO ORDER

Chairman Campo called the meeting to order at 6:25 p.m.

APPROVAL OF MINUTES

Mr. Raftopoulos moved, seconded by Mr. Campo, to approve the minutes of the regular meeting of April 13, 2022 as presented. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. The motion carried.

GRANT; AGREEMENTS; COURSE FEES; AND STUDENT SERVICES UPDATE

Mr. Raftopoulos moved, seconded by Mr. Campo, to recommend the Board of Trustees accept the following grant; approve the following agreements; approve the course fees (First Day Access Program and Art); and accept the Student Services Highlights report dated April 29, 2022:

- new Early Childhood Access Consortium for Equity Opportunity state grant through ICCB in the amount of \$1,307,575.00 for the period August 1, 2022 through June 30, 2024 to support colleges in providing streamlined paths to degrees, licenses, and credentials to members of the early childhood incumbent workforce in the field of early childhood education and is intended to provide services to support faculty, students, and institutions to develop successful models that assist with moving students in and through developmental education and enrollment in gateway/credit-bearing coursework.;

- affiliation agreement with Barnes Jewish Hospital to allow students in the Sonography program to participate in clinical experience;
- affiliation agreement with Barnes Jewish Hospital to allow students in the Radiologic Technology program to participate in clinical experience;
- affiliation agreement with Monroe County dba Oak Hill to provide practicum opportunities to students in the Nursing Education program;
- affiliation agreement with Physiotherapy Professionals to allow students in the Physical Therapist Assistant program to participate in clinical experience;
- affiliation agreement with Protestant Memorial Medical Center, Inc. to allow students in the Nursing Education program to participate in clinical experience;
- agreement with Revela of O'Fallon to allow students in the Practical Nursing program to participate in clinical experience;
- course fees associated with First Day Access program and Art 108/20/; 107/207; 113/114/291; and
- Student Services Highlights report dated April 29, 2022 as follows:

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:

SWIC has been awarded one of the top ten 2022-2023 Military Friendly Schools for our commitment to our Veterans and military families.

SWIC's Diversity and Inclusion Committee worked with the Culinary Arts & Food Management Program to create a cultural experience using cuisines from around the world.

Student Services is looking at our practices and procedures to see how we can continue to improve our student-focused philosophy. In combination, we are updating our 5-year HLC review report.

PALS staff are providing a Financial Literacy workshop specifically for Athletes and Student Clubs on May 5th. The workshop will provide valuable information such as creating a budget, maintaining a bank account, and monitoring your credit score. They plan to provide additional workshops in the future for all students.

Financial Aid is working with students to gather information needed for 22-23 aid year processing.

Chairman Campo commended Mrs. Chambers for her work concerning financial aid and the workshop for SWIC student athletes.

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

EXECUTIVE SESSION

*Mr. Raftopoulos moved, seconded by Mr. Campo, to move into Executive Session to discuss collective bargaining (5 ILCS 120/2(c)(2)). Upon a roll call vote those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. **PASSED***

There was consensus to return to regular session at 6:50 p.m.

ACTION/S TAKEN AS A RESULT OF EXECUTIVE SESSION

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

PERSONNEL ISSUES

Chairman Campo entertained an omnibus vote for all remaining topics on the agenda and to place on the consent agenda those items that require Board approval. There was agreement from the committee.

RESIGNATIONS

Robin Blanc, Academic Advisor	COB 04-06-22
Jill Baudendistel, Academic Advisor and Program Specialist	COB 04-15-22
Cherie Campbell, Physical Science Lab Technician	COB 06-30-22
Bethany Phillips, Practical Nursing Instructor	COB 05-17-22
Dr. Paige Mettler-Cherry, Associate Dean of Arts & Sciences	COB 05-31-22

RETIREMENT NOTIFICATIONS

Anne Mastromatteo, Administrative Assistant to the Dean of Arts & Sciences, effective close of business May 31, 2022;

Kim Snyder, Coordinator/Instructor of the Physical Therapy Assistant program, effective close of business July 31, 2023; and

Robert Anderegg, Custodian, effective close of business June 30, 2022.

APPOINTMENTS

Annjane Jones to the full-time administrative position of Associate Director of Student Services effective May 19, 2022 at an annual salary of \$66,300 at salary grade 4 and subject to the provisions of the Personnel Procedures for Administrators;

Mark Andres to the full-time administrative position of Academic Advisor and Program Specialist effective June 1, 2022 at an annual salary of \$47,000 at salary grade 2 and subject to the provisions of the Personnel Procedures for Administrators;

Latrice Brimmage to the full-time administrative position of Academic Advisor and Program Specialist effective June 1, 2022 at an annual salary of \$47,000 at salary grade 2 and subject to the provisions of the Personnel Procedures for Administrators;

DeAnna Mueller to the full-time administrative position of Coordinator of Academic Programs effective June 1, 2022 at an annual salary of \$55,000 at salary grade 3 and subject to the provisions of the Personnel Procedures for Administrators;

Megan Henke to the full-time administrative position of Career Services Coordinator effective June 1, 2022 at an annual salary of \$51,164 at salary grade 3 and subject to the provisions of the Personnel Procedures for Administrators;

Tomoko Jo to the full-time administrative position of Career and Employment Specialist effective June 1, 2022 at an annual salary of \$46,000 at salary grade 2 and subject to the provisions of the Personnel Procedures for Administrators;

Kloeamber Harris to the full-time administrative position of Accountant I at the Belleville Campus with district-wide responsibilities effective June 1, 2022 at an annual salary of \$46,000 at salary grade 2 and subject to the provisions of the Personnel Procedures for Administrators;

Caitlyn Accardi to the full-time administrative position of Accountant I at the Belleville Campus with district-wide responsibilities effective June 16, 2022 at an annual salary of \$46,000 at salary grade 2 and subject to the provisions of the Personnel Procedures for Administrators;

Margaret White to the full-time SWIC EE position of Accounts Payable Clerk effective June 1, 2022 at an annual salary of \$30,927 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;

Kelly Baker to the full-time SWIC EE position of Purchasing Assistant effective June 1, 2022 at an annual salary of \$32,813 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;

Victoria Figueroa to the full-time SWIC EE position of Food Service Coordinator effective June 1, 2022 at an annual salary of \$32,813 in accordance with the SWIC Educational Employee Collective Bargaining Agreement;

Andrew Koester to the full-time faculty position of Assistant Professor of Art effective August 1, 2022 at an annual salary of \$51,461 which is Step 1 on the 2022-2023 Salary Schedule in accordance with the Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local 4183;

Darnacio Washington to the full-time faculty position of Culinary Arts Instructor effective August 1, 2022 at an annual salary of \$48,491 which is Below Master, Step 1 on the 2022-2023 Salary Schedule in accordance with the Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local 4183;

Dr. Elizabeth Alvarez to the full-time faculty position of Coordinator/Instructor of Nursing Education effective June 1, 2022 at an annual salary of \$71,132 which is Step 12 on the 2021-2022 Salary Schedule in accordance with the Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local 4183;

Eric Danford to the full-time faculty position of Administration of Justice Coordinator/Instructor and Director of Police Academy effective August 1, 2022 at an annual salary of \$54,039 which is Step 5 on

the 2021-2022 Salary Schedule in accordance with the Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local 4183;

Dr. Sila Tuju to the full-time faculty position of Management and Marketing Instructor effective August 1, 2022 at an annual salary of \$58,224 which is Step 3 on the 2021-2022 Salary Schedule in accordance with the Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local 4183; and

Holly Higgenbotham to the full-time faculty position of Radiologic Technology effective August 1, 2022 at an annual salary of \$48,011 which is Step 1 on the 2021-2022 Salary Schedule in accordance with the Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local 4183.

AUTHORIZATION TO HIRE

Arianna Stanforth to the part-time SWIC EE position of Success Programs Support Specialist at the Belleville Campus effective June 1, 2022 at an hourly rate of \$14.52 up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 6600;

Part-time Instructors:

- Paige Mettler-Cherry, Biology (6.1.22)
- Grady Phillips, Biology (8.1.22)
- Angela Rovnyak, Biology (8.1.22)
- Amanda Avona, Biology (8.1.22)
- Dre Rice, German Instructor (8.15.22)
- Kyle Kunkle, Health and Exercise Science (8.1.22)
- Michael Nolen, Remedial Studies-ESL (8.1.22)
- Marlila Kariacheva, Remedial Studies-ESL (8.1.22)
- Angelique Douglas, Remedial Studies w/additional duties (6.1.22)
- Elizabeth Farar, Remedial Studies w/additional duties (6.1.22)
- Stefani Pittman, Remedial Studies w/additional duties (6.1.22)
- Henrietta Young, Remedial Studies w/additional duties (6.1.22)
- Melissa Pellizzaro, Practical Nursing Clinical Instructor (6.6.22)
- Susan Stubblefield, Medical Laboratory Technology Instructor (6.6.22);

Part-time Summer Members, Belleville Americorps Program, 2021/2022 Program Year:

- Alexander Winfield
- Annabelle Bowman
- Audrey Sanders
- Camijah Rowry
- Camyia Shobe-Thomas
- Craig Oertel
- Faith Keely
- Joshua Eddy
- Kayla Lynn
- Lauren Phan
- Nathaniel Hancock
- Roxana Martinez
- Shawn Champ
- Taylor Sims

Teneshia Duff
Valarie Collins
Zachary Hart

Casandra Curtis to the part-time Public Safety position of Dispatcher at the Belleville Campus effective June 1, 2022 at an hourly rate of \$12.00 for up to 28 hours per week 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;

Brittany Matondo and Eddie Ervin to the part-time grant-funded SWIC EE position of ATS Driver effective June 1, 2022 at an hourly rate of \$15.00 for up to 28 hours per week based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule and subject to the continued receipt of external funding;

Temporary part-time non-union COVID Compliance Monitors effective April 11, 2022 at \$15 per hour up to 20 hours per week:

Jay Harrington
Jonathan Denney
Natasha Hodge
Jack Bayers
Jacob Claspille

RECLASSIFICATION REVIEW

Reclassification of full-time position SSS-004 of the SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO Collective Bargaining Agreement to Campus Support Specialist at the Sam Wolf Granite City Campus at Grade 5 and to adjust the salary of Bargaining Unit member LeeAnn Goodlin to \$35,472 effective June 1, 2022.

AUTHORIZATION TO CREATE AND TO ADVERTISE

Create and to advertise the following positions:

Full-time SWIC EE Position: Student Life and Special Events Specialist (2);
Full-time Administrative Position: Dual Credit Specialist;
Full-time Administrative Position: Running Start Specialist;
Full-time SWIC EE Position: Instructional Support Technician;
Full-time Grant-funded Position: Safety & Training Coordinator, ATS (2);
Full-time Grant-funded Administrative Position: AEL Grant Manager;
Full-time Grant-funded ECE Success Coach (2);
Full-time Instructor Position: Administration of Justice/Police Academy.

AUTHORIZATION TO ADVERTISE POSITIONS

Part-time Instructor: Agriculture Business Management (continuous)
Part-time Instructor: Diagnostic Medical Sonography (continuous)
Full-time Administrative Position: Academic Advisor and Program Specialist
Full-time SWIC EE Position: Enrollment Services Specialist (2)
Full-time SWIC EE Position: Accounts Receivable Clerk (Evening), BC
Full-time Administrative Position: Director of Financial Aid, Student Employment and Veteran Services
Part-time SWIC EE Position: Reception Area Assistant

Part-time SWIC EE Position: Lead Switchboard Operator
Part-time Custodian-PSOP
Full-time Custodian-BC (2)
Part-time Grant-funded SWIC EE Position: Field Coordinator, SCP, Madison County
Part-time Position: Head Coach, Men's Soccer
Full-time Faculty Position: Industrial Technology/Mechanical Systems
Full-time Administrative Position: Associate Dean of Arts & Sciences
Full-time SWIC EE Position: Administrative Assistant to the Dean of Arts & Humanities
Full-time Faculty Position: Deputy Director/Instructor Police Academy & Administration of Justice
Full-time Faculty Position: Nursing Education
Full-time Grant-funded Faculty Position: Practical Nursing/Nurse Assistant
Full-time Grant-funded SWIC EE Position: Youth Services Coordinator.

MONTHLY NOTIFICATION OF PART-TIME PERSONNEL FOR APRIL 2022

President Mance presented the monthly notification of part-time personnel actions for April 2022. There were two newly-hired SWIC EE positions; five Persons of Interest (High School/Dual Credit); and four terminations.

Mr. Raftopoulos moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the personnel items as presented. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. 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 Wednesday, June 8, 2022 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Raftopoulos moved, seconded by Mr. Campo, to adjourn the meeting at 7:12 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees