

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
June 8, 2022
5:30 p.m.

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

Trustees present: Charles Hannon
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 5:30 p.m.

APPROVAL OF MINUTES

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to approve the minutes of the regular meeting of May 11, 2022 and the Executive Session of May 11, 2022 as presented. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke and Mr. Campo. Nays: none. Absent: None. The motion carried.

GRANT; AGREEMENTS; COURSE FEES; AND STUDENT SERVICES UPDATE

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees accept the following grant; approve the following agreements; approve the course fees; approve the 2023-2024 academic calendars; and accept the Student Services Highlights report dated May 27, 2022:

- renewal of IDOT Highway Construction Careers Training Program grant in the amount of \$382,420.00 for the period July 1, 2022 through June 30, 2023; IDOT will partner with Southwestern Illinois College to provide supportive services including, but not limited to, recruiting, counseling, remedial training, with special emphasis on increasing training opportunities for members of minority groups and women;
- affiliation agreement with Protestant Memorial Medical Center, Inc. to allow students in the Respiratory Care program to participate in clinical experience;

- affiliation agreement with Southern Illinois Internal Medicine to allow students in the Medical Assistant program to participate in clinical experience;
- articulated higher education baccalaureate degree program with Southern Illinois University Carbondale to build on community college and university learning experiences and also eliminate duplication of instruction;
- transfer guide with Southern Illinois University Carbondale to provide criteria to transfer an Associate of Arts/Philosophy (pre-major) into a Bachelor of Arts/Philosophy;
- affiliation agreement with Protestant Memorial Medical Center, Inc. to allow students in the Nursing Education program to participate in clinical experience;
- transitional Math Partnership Agreement with East St. Louis District 189 for the establishment, implementation and delivery of transitional math instruction to the District's students in accordance with the Postsecondary and Workforce Readiness Act; the Statewide Transitional Math Competencies; and policies jointly agreed upon by ISBE; ICCB and IBHE;
- variable course fees for biology courses;
- 2023-2024 Academic Calendar; the 2023-2024 Adult Education Calendar; and the 2023-2024 Aviation Maintenance Technology Calendar;
- Student Services Highlights report dated May 27, 2022 as follows:

Chief Student Services Officer Danielle Chambers provided the following report:

Student Life is working on a non-mandatory new student orientation for the Belleville and Granite City campus. More details as they develop.

This year we provided 2 tickets per graduate for the Commencement Ceremony which was a new process for SWIC. Graduation night was one to remember as tornado warnings caused evacuation of the Varsity Gym. Kudos to Public Safety Director Rob Luttrell for his direction resulting in a smooth transition.

Advisors are working on outreach of students with 30 credit hours or less to ensure they are on the right track.

DC staff is working on outreach to make sure all qualified students are arranging meetings to ensure their services are not interrupted.

SWIC is a recipient of the Job Training and Economic Development Program (JTED). This \$400,000 grant (\$320K to employers and \$800K to students) will provide funding for workforce training and wrap-around services. This is a part of Governor Pritzker's workforce recovery initiative.

Workforce Development and Career Pathways sponsored its first two apprentices with the United States Department of Labor in May. The apprenticeships are in the Pharmacy Technician occupation. Both apprentices work at Medicine Express L.L.C. in Belleville, and recently completed the Pharmacy Technician certificate.

Trustee Hannon questioned if the Lincoln’s Birthday holiday contained in the Faculty Union collective bargaining agreement would be replaced with the President’s Day holiday. This college-wide holiday is also contained in all other college collective bargaining agreements. Substituting the holiday would have to be agreed upon by all the other unions, which has not been discussed or addressed.

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

EXECUTIVE SESSION

There was no 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

Keimia Parham, Recruitment and Retention Specialist	COB May 20, 2022
Dr. Mary Ruettgers, Dean of Arts & Sciences	COB June 30, 2022
Roderick Arnold, Full-time HVAR Faculty	COB May 13, 2022

APPOINTMENTS

Teri Terranova to the full-time Faculty position of Librarian at the Sam Wolf Granite City Campus with district-wide responsibilities effective August 16, 2022 at an annual salary of \$53,399 per the faculty step schedule and subject to the provisions of the FT Faculty Memorandum of Understanding;

Kaylee Olmstead Gaines to the full-time administrative position of Veterans Service Coordinator effective July 18, 2022 at an annual salary of \$45,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;

Bethanie Garcia to the full-time administrative position of Recruitment & Retention Specialist effective July 1, 2022 at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;

Airrianna Alexander to the full-time SWIC EE position of Student Services Specialist effective July 1, 2022 at an annual salary of \$30,927 and subject to the provisions of the SWIC EE Collective Bargaining Agreement;

Alicia Larson to the full-time grant-funded administrative position of Academic Specialist for the TRIO Student Support Services program at the Sam Wolf Granite City Campus effective July 1, 2022 at an annual salary of \$44,000 with employment subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of external funding;

Emily Peters to the full-time administrative position of Accountant II at the Belleville Campus with district-wide responsibilities effective July 1, 2022 at an annual salary of \$59,000, salary grade 4, and subject to the provisions of the Personnel Procedures for Administrators;

Dr. Jerry Lanorio to the full-time faculty position of Chemistry Instructor effective August 1, 2022 at an annual salary of \$59,978 which is step 3 on the 2022-2023 schedule in accordance with Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local 4183;

Shaneice Penny to the full-time faculty position of CNA/Practical Nursing Instructor effective August 1, 2022 at an annual salary of \$48,011 which is Step 1 Below Masters on the salary schedule in accordance with Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local 4183;

Susen McBeth to the full-time faculty position of Sign Language Studies Coordinator/Instructor effective July 1, 2022 at an annual salary of \$72,678 which reflects her new role of Coordinator of the SLS Program;

Edward White to the full-time grant-funded administrative position of Special Project Coordinator/Highway Construction Careers Training Program effective July 1, 2022 at an annual salary of \$51,310 and subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of external funding;

Stefani Pittman to the full-time grant-funded SWIC EE position of Education to Careers Coordinator effective July 1, 2022 at an annual salary of \$37,055 and subject to the provisions of the SWIC EE Collective Bargaining Agreement and the continued receipt of external funding;

Kate Bilyeu to the full-time grant-funded administrative position of Director, Senior Companion Program effective July 1, 2022 at an annual salary of \$50,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of external funding;

Rosiland Jasper to the full-time grant-funded SWIC ATS position of Secretary, ATS effective June 17, 2022 at an annual salary of \$36,608 and subject to the provisions of the SWIC EE Collective Bargaining Agreement and the continued receipt of external funding;

Kenneth Childress to the full-time grant-funded position of Custodian at the Belleville Education Center effective July 1, 2022 at an hourly rate of \$21.15 and subject to the provisions of the Collective Bargaining Agreement between SWIC District 522 and Local 116 SEIU, Service Employees Union and the continued receipt of external funding;

Kevin Monk, Janice Volland and DeAaron Williams to the three full-time Custodian positions at the Belleville Campus effective July 1, 2022 at an hourly rate of \$21.15 subject to the provisions of the

Collective Bargaining Agreement between SWIC District 522 and Local 116 SEIU, Service Employees Union;

Justin O'Malley to the full-time grant-funded Maintenance Worker position at the Belleville Education Center effective July 1, 2022 at an hourly rate of \$26.00 and subject to the provisions of the Collective Bargaining Agreement between SWIC District 522 and Local 116 SEIU, Service Employees Union and the continued receipt of external funding; and

Christopher Melvin to the full-time administrative position of Senior Community Services and Financial Aid Analyst effective August 1, 2022 at an annual salary of \$71,243 and subject to the provisions of the Personnel Procedures for Administrators.

AUTHORIZATION TO HIRE

Lacey Wilkerson to the part-time faculty position of Practical Nursing Instructor effective June 1, 2022 at the part-time/adjunct rate of pay per her educational attainment level;

Part-time positions:

- Jeannette Saak: Physical Therapist Assistant Instructor and Physical Therapist Assistant LACE Assistant (8.1.22);
- Elizabeth Feather: Respiratory Care Instructor (8.1.22);
- Anne Frost: Sign Language Studies, LACE Assistant (8.1.22);
- Erik Fournier: Networking, Cybersecurity, CISCO Instructor (8.15.22);
- Ayoob Sahl: Networking, Cybersecurity, CISCO Instructor (8.15.22);
- Dan Nottmeyer: Construction Management Technology (8.1.22); and
- Bradley Durnell: Remedial Instructor with additional duties (7.1.22);

Ashley Reynolds to the part-time SWIC EE position of Financial Aid and Student Employment Specialist effective July 1, 2022 at an hourly rate of \$21.21 and subject to the provisions of the SWIC EE Collective Bargaining Agreement;

Gwendolyn Kennedy to the part-time grant-funded SWIC EE position of Field Coordinator, Senior Companion Program for St. Clair County effective July 1, 2022 at an hourly rate of \$13.79 for up to 28 hours per week and subject to the provisions of the SWIC EE Collective Bargaining Agreement and the continued receipt of external funding;

DeWarren Fountain to the part-time Custodian position effective July 1, 2022 at an hourly rate of \$14.07 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between SWIC District 522 and Local 116 SEIU, Service Employees Union;

Angela Wade to the part-time grant-funded SWIC EE position of ATS Driver effective June 17, 2022 at an hourly rate of \$15.00 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule for up to 28 hours per week; and

Lorenzo Savage as a part-time Instructor in the Construction Management Technology program effective June 27, 2022 with salary based on education attainment and number of credit hours assigned. (Note: This item will appear on the non-consent agenda for action by the Board of Trustees as the topic was introduced at the meeting and did not appear on the published committee agenda.)

EMPLOYMENT HIRE DATE CHANGES

Brittany Matondo, part-time ATS Driver, to May 20, 2022; and

Eddie Ervin, Jr, part-time ATS Driver, to June 17, 2022.

AUTHORIZATION OF ADDITIONAL DUTIES

Marion Rose, Remedial Instructor, for additional duties at an hourly rate of \$25 for work performed June 15, 2021 and January 18, 2022.

CLASSIFICATION REVIEW ADJUSTMENT

Change date of wage adjustment for SSS-098 classification review to May 1, 2022 from the previously approved date of April 1, 2022.

AUTHORIZATION TO CREATE AND TO ADVERTISE

Create and to advertise the full-time administrative position of Science Laboratory Coordinator, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.

AUTHORIZATION TO ADVERTISE POSITIONS

- Full-time Faculty Position: Heating, Ventilation and Air Conditioning, ESLHEC
- Part-time Grant-funded SWICEE Position: Special Projects Coordinator HSE
- Part-time Adjunct Instructors and PTNU Positions: (continuous 7.1.22-6.30.23)
- Part-time Grant-funded SWICEE Position: ATS Reservationist (continuous)
- Part-time Grant-funded SWICEE Position: ATS Driver (continuous)
- Part-time SWIC EE Position: Campus Support Assistant, SWGCC
- Full-time SWICEE Position: Administrative Assistant, Success Programs
- Part-time SWICEE Position: Math/Science Specialist, SWGCC
- Full-time Grant-funded Administrative Position: College Ambassador (2)
- Full-time Administrative Position: Admissions Coordinator
- Full-time SWICEE Position: Financial Aid Reception Area Specialist.

MONTHLY NOTIFICATION OF PART-TIME PERSONNEL FOR MAY 2022

President Mance presented the monthly notification of part-time personnel actions for May 2022. There were fifteen newly-hired positions; seven Persons of Interest; and six terminations.

Mr. Raftopoulos moved, seconded by Ms. Soehlke, to recommend the Board of Trustees approve the personnel items as presented. 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.)

NEXT SCHEDULED MEETING

The next scheduled meeting of the Personnel, Programs and Services Committee is Wednesday, July 13, 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 6:08 p.m. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos, Ms. Soehlke and Mr. Campo. Nays: none. Absent: None. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees