

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Marsh Conference Room
Belleville Campus
January 18, 2023
5:30 p.m.

Committee members present:	Steve Campo, Chairman Nick Raftopoulos
Committee member absent:	Sara Soehlke
Trustees present:	John Blomenkamp 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 5:30 p.m.

APPROVAL OF MINUTES

Mr. Raftopoulos moved, seconded by Mr. Campo, to approve the minutes of the regular meeting of December 14, 2022 as presented. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. **PASSED**

Mr. Raftopoulos moved, seconded by Mr. Campo, to approve the minutes of the Executive Session of the regular meeting of December 14, 2022 as presented. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. **PASSED**

**GRANTS AND AGREEMENTS; GIFTS TO THE COLLEGE; COURSE FEES;
CURRICULUM; AND STUDENT SERVICES HIGHLIGHTS/UPDATES**

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

- continuation of the St. Clement's Foundation grant for the Senior Companion Program in the amount of \$1,500 for the period July 1, 2022 through June 30, 2023 to provide funding for program volunteers in support of their travel to and from clients' homes;
- new State of Illinois, IBHE grant for the FY23 Nurse Educator Fellowship Program in the amount of \$20,000 for the period September 2022 through June 2023 to provide \$10,000 each to SWIC Nursing faculty Elizabeth Alvarez and Cynthia Winfield for professional development;
- amendment to State of Illinois ICCB Early Childhood Education Program grant in the amount of \$75,967 for the period October 2022 through June 2024 to incorporate the debt relief amount of \$75,967 to the original award amount of \$1,307,574.68 for an amended award amount of \$1,383,541.68;
- renewal affiliation agreement with Belle Valley School to allow students in the Nursing Education program to utilize the site for the purpose of providing practical learning and clinical experiences;
- renewal affiliation agreement with Southwestern Illinois Visiting Nurse Association to allow students in the Nursing Education program to utilize the site for the purpose of providing practical learning and clinical experiences;
- renewal affiliation agreement with Tailor-Made Physical Therapy to allow students in the Physical Therapy Assistant program to utilize the site for the purpose of providing practical learning and clinical experiences;
- renewal facility use agreement with Southern Illinois University Carbondale to allow SIUC to utilize the Belleville Campus parking lot to offer Motorcycle Rider courses pursuant to SIUC's Motor Cycle Rider Training Program;
- surgical tools and equipment for the new AAS in Medical Surgical Technology; and equipment to be used for Industrial Technology; and
- withdrawal of AAS Music Technology degree effective December 30, 2023

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

STUDENT SERVICES HIGHLIGHTS

Chief Student Services Officer Danielle Chambers presented the following report and stated our Student Services Division continues to assist our students to ensure they have a positive educational experience. Below are the monthly highlights/updates:

- The Illinois Works Construction Training Grant offered through the Department of Commerce and Community Education has been renewed. Programming will be available for 30 students in three separate cohorts. Participants will receive 13 hours of college credit and SWIC's Construction Safety Certificate. Their credentials will include: OHSA-10;

American Heart Association's First Aid/CPR; forklift; and aerial lift training. We successfully graduated nine students December 16, bringing the total number of successful completers to 17 for calendar year 2022.

- Workforce Development and Careers hosted St. Clair County IGD for two WIOA information sessions Tuesday, December 20. A total of 33 interested students attended, and many have either completed the application paperwork or will do so over the holiday break.
- Disability and Access has seen an increase in the number of students they are servicing. During finals they administered 94 tests for students with accommodations.
- Student Life provided food to 196 during the food drive. The remaining food will be distributed at our food pantry through our ongoing efforts to assist students who are in need throughout the semester.

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

Kloeamber Harris, Accountant I

COB 1-13-23

Cheri Cowell, Enrollment Services Specialist

COB 1-03-23

APPOINTMENTS

Kyle Biggs to the full-time position of Custodian effective February 16, 2023 at an hourly rate of \$21.15 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union;

Jeff Tilma to the full-time SWIC EE position of Administrative Assistant for Success Programs at the Belleville Campus with district-wide responsibilities effective February 1, 2023 at an annual salary of \$33,141 in accordance with the SWIC EE Collective Bargaining Agreement;

Noah Mizell to the full-time position of Certified Commissioned Public Safety Officer at the Belleville Campus effective February 1, 2023 at an annual salary of \$45,760 and subject to the provisions of the Collective Bargaining Agreement between Southwestern Illinois College and Policemen's Benevolent Labor Committee - SWIC Public Safety Employees Union 2022-2025;

Kennedy Malone to the full-time SWIC EE position of Enrollment Specialist effective February 1, 2023 at an annual salary of \$31,236 in accordance with the SWIC EE Collective Bargaining Agreement; and

Jodi Luechtefeld to the full-time faculty position of Health & Exercise Science Instructor effective August 1, 2023 at an annual salary of \$51,461, step 1, following the Collective Bargaining Agreement between Southwestern Illinois College, District #522 and Faculty Union Local #4183.

AUTHORIZATION TO HIRE

Bertha Dase to the part-time grant-funded SWIC EE position of RSVP Secretary effective February 16, 2023 at an hourly rate of \$15.00 for up to 28 hours per week in accordance with the current SWIC Educational Employees IFT-AFT Local 6600 salary schedule;

Rodnee Pope, Thomas Kelly and Robert Pearson to the part-time grant-funded SWIC EE ATS positions of ATS Driver effective February 1, 2023 at an hourly rate of \$18.27 for up to 28 hours per week in accordance with the current SWIC Educational Employees ATS IFT-AFT Local 6600 salary schedule;

the part-time positions of Instructor effective January 9, 2023 at the part-time/adjunct pay rate based on their educational attainment level and number of units taught:

- Philip Powe, Philosophy;
- Rylee Berg, Medical Terminology;
- Elayna Temares, Nursing Education; and
- Kayla Hooch, Medical Laboratory Technology; and

Josie Germain to the Belleville AmeriCorps program for the 2022/2023 Program Year.

AUTHORIZATION TO CREATE AND TO ADVERTISE

- Full-time SWIC EE Position: Instructional Support Technician;
- Part-time Adjunct Faculty Position: Wellness Advocate-Social Worker/Counselor;
- Full-time Faculty Position: Medical Surgical Technology Program Coordinator/Instructor;
- Full-time Administrative Position: Director of Marketing;
- Full-time Administrative Position: Associate Director of High School Partnerships; and
- Full-time Administrative Position: Grants Manager.

AUTHORIZATION TO ADVERTISE

- Full-time Administrative Position: Accountant I;
- Full-time Administrative Position: Student Services Support and Compliance Administrator (retitle and advertise);
- Full-time SWIC EE Position: Enrollment Services Specialist;
- PTNU Position: Lab Technician-Technical Education Division;
- PTNU Position: Greenhouse Technician;
- Full-time Administrative Position: Associate Director of Financial Aid, Veteran Services & Student Employment; and
- Full-time Administrative Position: Associate Director of Recruitment and Outreach.

RATIFICATION OF PART-TIME PERSONNEL ACTIONS

The December 2022 part-time and temporary faculty and staff actions according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.

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. (Those items requiring Board approval will appear on the consent agenda.)

NEXT SCHEDULED MEETING

The next scheduled meeting of the Personnel, Programs and Services Committee is Wednesday, February 8, 2023 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 5:44 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees