

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
January 10, 2024
5:30 p.m.

Committee members present: Steve Campo, Chairman
Matthew Burke
Nick Raftopoulos

Trustees present: Sean McPeak
Mark Morton
Dane Tippett
Tracy Vallett

Administrators present: Nick J. Mance
Linda Andres
Danielle Chambers
Sue McClure
Brad Sparks
Robert Tebbe
Jacob Wheeler
Bernie Ysursa

Attorney present: Garrett Hoerner

CALL TO ORDER

Chairman Campo called the meeting to order at 5:32 p.m.

STANDARD COMMITTEE OPERATIONS

Agreement

Consideration to approve renewal affiliation agreement with Bethesda Health Group to allow students in the Nursing Education, Practical Nursing and Nurse Assistant programs to participate in clinical experience.

Academic and Aviation Calendars

Consideration to approve the 2024-2025 Amended Academic and Aviation Calendars and the 2025-2026 Academic and Aviation Calendars.

Mr. Burke moved, seconded by Mr. Raftopoulos, to approve the agreement and the 2024-2025 Amended Academic and Aviation Calendars and the 2025-2026 Academic and Aviation Calendars. Upon a roll call vote those trustees voting aye were Mr. Burke, Mr. Raftopoulos and Mr. Campo. Nays: none. The motion carried. (These items will appear on the consent agenda.)

STUDENT SERVICES HIGHLIGHTS

Chief Student Services Officer Chambers provided the following report:

Approximately 65 applicants have been invited to interview for 15 available seats in the next cohort of Illinois Works construction pre-apprenticeship training.

The Workforce Development and Careers team has partnered with Hire 360, the Illinois AFL-CIO, and Climate Jobs Illinois to train underrepresented workers for clean energy work opportunities under the Climate Equitable Jobs Act (CEJA). The program is similar to the Illinois Works program the department has coordinated for the past two years.

The Disability and Access staff provided an outreach presentation to the Red Bud Special Education students.

The Disability and Access team proctored 651 exams in the Fall 2023 semester. This was an increase of 101 students from Fall 2022.

Student Services will have extended hours on Tuesday January 9th from 8am-7pm and Saturday January 13th from 9am-3pm.

Student Services had its second annual Staff Development Day on December 15th . This time is used for staff training and to share the vision for 2024 and how it includes everyone's talents and involvement.

Chief Student Service Officer Chambers is attending orientations for the Health Sciences programs to review Student Code of Conduct, Title IX, and to answer any questions.

PERSONNEL ISSUES

Chairman Campo stated he will take all the agenda items (A.-G.) in sequence and entertain any questions at the conclusion.

Resignations

Daniel Nagel, Veteran Services Coordinator; and
Matthew Cassity, Senior Systems Analyst Programmer.

Appointments

Keshia Mcclantoc to the full-time faculty position of English Instructor effective August 1, 2024 at an annual salary of \$51,976, step 1, following the Collective Bargaining Agreement between Southwestern Illinois College, District #522 and Faculty Union Local #4183.

Faith Fields to the full-time administrative position of Associate Dean of Business, Health Sciences, and Homeland Security effective July 1, 2024 at an annual salary of \$85,000 and subject to the provisions of the Personnel Procedures for Administrators.

Betty Williams to the full-time position of Health Information Technology Coordinator/Instructor effective January 3, 2024 at a pro-rated base salary of \$26,547.89 for the remainder of the 2023-2024 Academic Year (ratification).

Kelsey Fritsche to the full-time administrative position of Recruitment and Retention Specialist effective February 1, 2024 at an annual salary of \$40,000, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators.

Mindy Schubert to the full-time administrative position of Event Services Specialist effective February 1, 2024 at an annual salary of \$40,000, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators.

Jessica Hale to the full-time administrative position of Grants Manager effective February 1, 2024 at an annual salary of \$48,500, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.

Joseph Burress to the full-time administrative position of Dual Credit Coordinator effective February 1, 2024 at an annual salary of \$58,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators.

Lisa Mueller to the full-time administrative position of Executive Assistant for the Chief Academic Officer effective February 1, 2024 at an annual salary of \$53,303, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.

Stacie Carpenter to the full-time SWIC EE position of Access Technology Accommodator effective February 1, 2024 at an annual salary of \$37,000 in accordance with the provisions of the SWIC Educational Employees Collective Bargaining Agreement.

Part-time Hires

the following Instructors effective January 8, 2024 at the part-time/adjunct pay rate based on educational attainment level:

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|------------------|------------------------------------|
| Jason Stanton | Horticulture |
| Kathleen Hankins | Industrial Electrical |
| Gregory Presley | Industrial Electrical |
| Carla Brown | Political Science |
| Stephen Andell | Sign Language Studies |
| Julie Schaffer | Practical Nursing |
| Brendon McGraw | Construction Management Technology |
| Lauren Maedge | Education |
| Michelle Wessel | Medical Terminology (eff 3/18/24) |

Madison Gallagher Holloway and Morgan Gillham to the Belleville AmeriCorps program for the 2023/2024 Program Year.

Shanta Morris, Paige Mosley and Kenya Taylor to the part-time grant-funded positions of ATS Driver effective January 3, 2024 at an hourly rate of \$18.54 based on the SWIC ATS Local 6600 Salary Schedule for up to 28 hours per week and the continued receipt of external funding (ratification).

Emily Allsman to the part-time SWIC EE position of Physical Fitness Assistant effective February 1, 2024 at an hourly rate of \$17.01 based on the SWIC Local 6600 Salary Schedule for up to 28 hours per week.

Jacob Claspile to the part-time non-union position of 2nd Assistant Baseball Coach effective January 18, 2024 at an annual salary of \$3,500 pro-rated for the 2023-2024 academic year.

Leslie Martinez to the part-time non-union position of LACE Assistant-Sign Language Studies effective February 1, 2024 at an hourly rate of \$20.37.

Faculty Tenure

effective First Day 2024-2025 to the following individuals for successful completion of four continuous years of service at Southwestern Illinois College:

| | |
|--------------------|--------------------------------|
| Cory Sellers | Art |
| Sarah Swist | Art |
| Melody Schroer | Paralegal |
| Stephanie Klie | Outcomes Assessment |
| Nicholas Weatherly | Precision Machining Technology |

Continued Employment for Third Year Non-Tenured Faculty

for the third continuous year (2024-2025) of service at Southwestern Illinois College:

| | |
|----------------------|-------------------------------|
| Faith Fields | LPN |
| Chelsea Bergmann | Medical Assistant |
| Rebecca Aitkin | LPN |
| Brandon Duggar | AOJ/Police Academy |
| Andrew Koester | Art |
| Jacqueline Owens | Diagnostic Medical Sonography |
| Amanda Lough | Earth Science |
| Jessica Wampole | Biology |
| Darnacio Washington | Culinary |
| Sila Tuju | Management and Marketing |
| Schaneice Penny | Nursing |
| Travis Niklich | EET |
| Marc Roach | AMT |
| Joel Sutherland | HVAR |
| Christopher Thompson | AOJ/Police Academy |
| Teri Terranova | Library |
| Dan Wunder | AOJ/Police Academy |
| Karla Arnotti | Nursing |

Continued Employment for Second Year Non-Tenured Faculty

for the second continuous year (2024-2025) of service at Southwestern Illinois College:

| | |
|------------------|------------|
| Angela Hendricks | MA/MLT |
| Lisa Williams | Phlebotomy |
| Jennifer Wilson | English |

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|--------------------|------------------------------|
| Daniel Enterkin | Aviation |
| Jeannette Saak | Physical Therapist Assistant |
| Kristal Roe | LPN/NE |
| Tammy Santarelli | Medical Surgical Technology |
| Yu-Hung Corey Lin | Chemistry |
| Jodi Luechtefeld | Health & Exercise Science |
| Julie Range Covlin | Communications |
| Keywana McDonald | Nursing Education |
| Kristin Robbins | Rad Tech |
| Jessica Day | Education |
| Phyllis Schneider | Nursing Education |
| Renee Lynd | Medical Assistant |
| Anthony Perez | EMT |
| Minecia Bland | Phlebotomy |
| Caroline Brewer | CISCO/Networking |
| Shawn Rakers | Cannabis |
| Jessica Campbell | NA |
| Molly McDowell | Respiratory Care |
| Elena Lehr | NA |
| Helen Thomas | CIS |

Create and Advertise

Full-time faculty position of Precision Maintenance Technology Instructor

Advertise

- Full-time Coordinator/Instructor: Practical Nursing
- Full-time Administrative Position: High School Partnership Specialist
- Full-time Administrative Position: Veteran Services Coordinator
- PTNU Position: 2nd Assistant Women’s Soccer Coach
- Full-time Administrative Position: Payroll Associate
- Full-time Administrative Position: Senior Systems Analyst Programmer

Part-time Personnel Actions for December 2023

according to Board Policy #3005, Recruitment, Selection and Appointment of Faculty and Staff.

Mr. Raftopoulos moved, seconded by Mr. Burke, to recommend the Board of Trustees approve the personnel items as presented. Upon a roll call vote those trustees voting aye were Mr. Burke, Mr. Raftopoulos and Mr. Campo. Nays: none. The motion carried. (Items requiring Board approval will appear on the consent agenda.)

MISCELLANEOUS

Chief Enrollment Development and Institutional Planning Officer Tebbe reported enrollment is up overall with an 11.75% increase in headcount. The new Director of the Red Bud Campus, Lori Murphy, began last week and understands that increasing enrollment at the campus is one of the primary focuses. Trustee Campo commended administration and added that it takes a lot of people working together to accomplish success.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Personnel, Programs and Services Committee is Wednesday, February 14, 2024 at 5:30 p.m. in the Marsh Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Burke moved, seconded by Mr. Raftopoulos, to adjourn the meeting at 6:40 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees