

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
September 9, 2026
5:30 p.m.

Committee members present:	Steve Campo, Chairman Sean McPeak Nick Raftopoulos
Trustees present:	Eric Edgar Mark Morton Zoyalyn Stoll, Student Trustee Dane Tippet Tracy Vallett
Administrators present:	Nick J. Mance Linda Andres Danielle Chambers Robert Tebbe Joseph “Joey” Walter, Ed.D. Jacob Wheeler Bernie Ysursa
Attorney present:	Garrett Hoerner

CALL TO ORDER

Chairman Campo called the meeting to order at 6:17 p.m.

APPROVAL OF MINUTES

Mr. McPeak moved, seconded by Mr. Raftopoulos, to approve the minutes from the August 12, 2026 meeting as submitted. Upon a roll call vote, those trustees voting aye were Mr. McPeak, Mr. Raftopoulos and Mr. Campo. Nays: none. The motion carried.

REPORTS

Student Services Highlights

Chief Student Services Officer Danielle Chambers requested her report be read into the record.

On 8/20/26 from 4pm to 7pm, the AD attended the National Association of Women in Construction's (NAWIC) Hard Hats and Headshots networking event in Columbia, Illinois. Over 70 women in the construction or construction related industry were in attendance. Every woman in attendance had a professional headshot picture taken at no cost. The event was designed to connect attendees with women in construction, industry leaders, and help them expand their professional network. Recent IL Works participant/graduate, Latoya Hall, attended and was connected to several industry leaders as she is pursuing employment in the construction field.

JTED - Careers and Workforce Department has been awarded the JTED grant. It will start on September 1st; however, DCEO has sent the official agreement for our review and board approval. This grant will offer opportunities for students to enter the paid work experience or allow for the employer to pay towards their education. The programs approved for this grant are Precision Machining, Welding, Industrial Electricity, Industrial maintenance, CAD and Aviation Maintenance and Avionics , and an Aviation Aircraft safety certificate.

HCCTP - The Highway Construction Careers Training Program had their first orientation on Monday August 24th. This program was previously under the Adult Education Department. Department of Labor recommends 30 graduates a year. Our first cohort has 15 and we will have another cohort in the Spring. This program requires an academic assessment, interview, and drug screening.

Illinois Cooperative Work Study Grant - We have received confirmation that we will receive \$50,000 this year, which is an increase of \$25,000. The grant this year will be a 14-month grant, and the timeframe will be July 1, 2026, through August 2027. Last year we successfully spent all the funds provided to us.

Illinois Works - Graduation was held on Friday August 21, 2026, for second cohort of this year. Our final cohort will begin September 8th. Each year we run a total of 3 cohorts lasting 7 weeks with 15 students.

Manufacturing Preparation Program - This past June, the Careers and Workforce team facilitated our annual introduction to manufacturing. We use the funds from our ICCB non-credit grant to pay 15 participants to go through the program. It is an opportunity to learn about manufacturing and increasing the awareness and enrollment of our program and new building on the Belleville campus. Each participant is paid \$15 an hour for 160 hours.

CEJA- Climate Equitable- Careers and Workforce team are in our last cohort for this year. We have partnered with Higher 360 to facilitate the training for this grant. Each cohort runs 7 weeks 5 days a week. cohort going last for the year.

Advising- we are seeing an increase in fraudulent applications. Each application is reviewed by an Enrollment Specialist. Our advisors will begin visiting Universities in the area to become more acquainted with programming offered to better service our students.

	Students served Jan - Aug 2026					
	BC	GC	ESL	RBC	SAFB	All 2026
May	1782	425	320	71	50	2648
Jun	1689	344	442	34	33	2542
July	2216	808	487	123	39	3673
Aug	2974	986	442	198	60	4660

Advising/Registrar - Our registrar has begun gathering the names of the Universities in which our students are transferring out to. Once we have those names, the leadership team will begin calling and making connections with their enrollment departments to ensure we

are bridging any gap for our students once they graduate from SWIC. We are focusing on out of State schools to make sure that all classes are transferring appropriately.

SASS- Staff received overwhelming positive feedback on the information provided and how connected the student felt when they left. We will continue to look for ways to foster a sense of belonging among that special population. CSSO continues to work with IT and the SASS team on ways to evaluate the effectiveness of the services and track the students that are graduating with services.

Student Life - continues to improve on their student engagement events. The walking team has been a huge success. It encompasses staff and students while promoting healthy living. The Student Engagement Advisory Council will be celebrating the following with food, music, and events/activities:

- September 15th through October 15th - Hispanic Heritage Month
- Oct 1st through October 31st LGBTQ+
- November 1st through November 30th - Native American Heritage Month

Student Life has purchased the equipment to DJ our own events. Our Student Life Coordinator will be leading these efforts, but we have had students request to learn how to DJ and have joined our efforts. This is beneficial as we continue to increase our presence while hosting events.

CSSO or designee attends SWIC orientations, SASS Success Orientations, and Health Sciences Orientations to bring awareness of SWIC'S Title IX, Student Code of Conduct, and Hazing policies. Contact information is also shared on how to report any concerns.

	Alcohol	Hazing	Title IX Cases	All 2026
May-August	0	0	0	0

OMNIBUS VOTE CONSENT AGENDA

Mr. McPeak moved, seconded by Mr. Raftopoulos, for an omnibus vote to present the consent agenda items. Upon a roll call vote, those trustees voting aye were Mr. McPeak, Mr. Raftopoulos and Mr. Campo. Nays: none. The motion carried.

Grants

Renewal Illinois Cooperative Work Study grant in the amount of \$50,000.00 for the period July 1, 2026 through August 31, 2027 to support Illinois resident undergraduate students in cooperative work study programs in higher education;

Renewal FY27 Career and Technical Education grant in the amount of \$1,255,607.00 for the period July 1, 2026 through June 30, 2027 to develop more fully the academic knowledge and technical and employability skills of secondary and postsecondary education students who elect to enroll in CTE programs and programs of study;

Renewal Illinois Secretary of State Adult Volunteer Literacy grant in the amount of \$83,157.00 for the period July 1, 2026 through June 30, 2027 to fund projects that consist of tutoring sessions

provided by trained, unpaid volunteer literacy tutors to eligible adult learners in Adult Basic Education or English Language instruction;

Renewal US Dept of Education TRIO Student Support Services grant in the amount of \$300,377.00 for the period September 1, 2026 through August 31, 2027 to provide a set of outreach and student services initiatives designed to help individuals from disadvantaged backgrounds succeed in education; and

AgeSmart grant in the amount of \$45,000.00 for the period October 1, 2026 through September 30, 2027 to provide funding for counseling services provided by PSOP.

Agreements

New agreement with National Louis University designed to coordinate transfer policies, enhance advising, and promote acceptance of the transfer of associate degrees from SWIC to NLU; and

Common App partnership with the State of Illinois to implement the One Click College Admit program; all community colleges are required to have Common App in place as an enrollment driver by February 2027.

Resignations

Jocelyn Castillo, Academic Advisor, effective COB 08/14/26

Justin Meyers, Grounds Worker, effective COB 09/03/26

Garrett Headen, Commissioned Public Safety Officer, effective COB 08/27/26

Appointments and Ratifications

Alicia Moore to the full-time administrative position of Academic Advisor effective October 1, 2026 at an annual salary of \$44,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;

Karen Hickey to the full-time administrative position of Academic Advisor effective October 1, 2026 at an annual salary of \$43,000, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;

Alexandria Hoskins to the full-time administrative position of Academic Advisor and Intake Specialist effective October 1, 2026 at an annual salary of \$51,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;

Nadine Petty to the full-time administrative position of Academic Advisor and Intake Specialist effective October 1, 2026 at an annual salary of \$57,500, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;

Quanyshia Wooten to the full-time SWIC EE position of Enrollment Services Specialist effective October 1, 2026 at an hourly rate of \$20.54 for 37.5 hours per week and subject to the provisions of the SWIC EE Collective Bargaining Agreement;

Kia Lawrence to the full-time SWIC EE position of Workforce Development Coordinator effective October 1, 2026 at an hourly rate of \$20.54 for 37.5 hours per week and subject to the provisions of the SWIC EE Collective Bargaining Agreement;

Rayvon Foley to the full-time grant-funded administrative position of Special Projects Coordinator: Construction Training Program effective October 1, 2026 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;

Margaret White to the full-time administrative position of Assistant Director of Finance effective October 1, 2026 at an annual salary of \$78,000, salary grade 5, and subject to the provisions of the Personnel Procedures for Administrators;

Jamie Wheeler to the full-time administrative position of Accountant II effective October 16, 2026 at an annual salary of \$70,000, salary grade 4, and subject to the provisions of the Personnel Procedures for Administrators;

Gregory Wagner to the full-time administrative position of Accountant II effective October 1, 2026 at an annual salary of \$66,000, salary grade 4, and subject to the provisions of the Personnel Procedures for Administrators and contingent upon the attainment of a bachelor's degree by June 2027;

Ratification of Maria Delecaris to the full-time grant-funded SWIC EE position of Senior Services Program Specialist at PSOP effective September 16, 2026 at an hourly rate of \$20.54 for 37.5 hours per week and subject to the provisions of the SWIC EE Collective Bargaining Agreement and the continued receipt of external funding; and

Ratification of Joy Sanford to the full-time SWIC EE position of Student Services Coordinator at the Sam Wolf Granite City Campus effective September 1, 2026 at an hourly rate of \$21.63 for 37.5 hours per week and subject to the provisions of the SWIC EE Collective Bargaining Agreement.

Part-time Hires and Ratifications

Part-time Faculty

Sarah Davis, Pharmacy Tech; 10/01/26
Lovie Faine, Community Health Worker; 10/01/26
Micole Hughes, Community Health Worker; 10/01/26
Mary Etling, Remedial Studies w/additional duties; 10/01/26
Tiana Montgomery, Remedial Studies w/additional duties; 10/01/26
Tom Buettner, Biology; 01/11/27
Rachel Lebo, Art; 01/11/27
Gennifer Lubberda, Early Childhood Education; 01/11/27

Part-time Positions

Elizabeth Usselman, Tutor -Adult Education effective 10/01/26 at \$26.50/hr for up to 9 hrs per week; and

Ah'Reishia Stanley, Administrative Assistant Community Education effective 10/16/26 at \$19.00/hr for up to 28 hrs per week.

PTNU Positions

James Jump, Pre-Apprenticeship Instructor effective 10/01/26 at \$60/hr for up to 9 hrs per week; and

John Cunningham, Pre-Apprenticeship Instructor effective 10/01/26 at \$60/hr for up to 9 hrs per week.

Ratification of Part-time Faculty Hires

Devan Ellet, Music/Audiology Technology; 08/10/26

Sam Speer, Music/Audiology Technology; 08/03/26

Mandy Ocepek, Nursing Education; 08/10/26

Leanne Wagoner, Fundamentals of Nutrition; 08/10/26

Amy Tamburello, Medical Terminology' 08/10/26

Karen Obstein, Pharmacy Technician; 08/13/26

Jason Kowalski, Welding Technology; 08/19/26

Ratification of Part-time Hires

Brian Rickey, SWIC EE position of Success Programs Support Specialist effective August 17, 2026 at the hourly rate of \$18.30 for up to 28 hours per week and subject to the provisions of the SWIC EE Collective Bargaining Agreement;

Eliza Martinez, SWIC EE position of Special Projects Coordinator: HSD effective September 16, 2026 at an hourly rate of \$27.82 for up to 28 hours per week and subject to the provisions of the SWIC EE Collective Bargaining Agreement; and

Jack Robinson, SWIC EE position of Student Technology Analyst effective August 17, 2026 at an hourly rate of \$27.39 for up to 28 hours per week and subject to the provisions of the SWIC EE Collective Bargaining Agreement.

Retitle and Restructure: Athletic Department

Retitle and restructure position of men's part-time JV baseball coach to the full-time administrative position of Head Coach, JV Baseball and authorize Casey Fair to remain in the position effective October 1, 2026 at an annual salary of \$50,000, salary grade 2, according to the Administrative, Professional and Supervisory Staff schedule approved in March 2026 and subject to the provisions of the Personnel Procedures for Administrators;

Retitle and restructure position of part-time assistant volleyball coach to the full-time administrative position of Coach, Women's Volleyball and authorize Kelsey Cowan to remain in the position effective October 1, 2026 at an annual salary of \$50,000, salary grade 2, according to the Administrative Professional and Supervisory Staff schedule approved in March 2026 and subject to the provisions of the Personnel Procedures for Administrators; and

Retitle and restructure position of women's part-time assistant softball coach to the full-time administrative position of Head Coach, Women's Softball and authorize Emily Allsman to remain in the position effective October 1, 2026 at an annual salary of \$50,000, salary grade 2, according to the Administrative Professional and Supervisory Staff schedule approved in March 2026 and subject to the provisions of the Personnel Procedures for Administrators.

Pay Rate Change: Private Applied Music Instructors

Approval of pay rate change for Private Applied Music Instructors from \$40 an hour to \$70 an hour effective August 16, 2026

Create and Advertise

Part-time position of Surgical Technology Instructor; and
Full-time administrative position of Coach - Men's Basketball

Insurance Benefit Renewal Recommendations for 2027 Plan Year

Renew medical insurance plan (with no plan design changes to the PPO II & III, and minor IRS-mandated deductible/max out-of-pocket increase on PPO 1-HSA) administered by BlueCross BlueShield of Illinois for the period January 1, 2027 through December 31, 2027 with overall increase of 8.5% to current monthly premium cost;

Add a voluntary Hospital Indemnity plan administered by BlueCross BlueShield of Illinois for the period January 1, 2027 through December 31, 2027 for an additional annual savings of \$25,034, which will bring the medical plan overall increase down to 8.2%;

Renew dental insurance plan administered by BlueCross BlueShield of Illinois for the period January 1, 2027 through December 31, 2027 with a coverage increase of \$500 per person (from current maximum \$1000 to \$1500) with no change to the current monthly dental premium cost;

Renew voluntary vision insurance plan administered by BlueCross BlueShield of Illinois for the period January 1, 2027 through December 31, 2027 with no change to current monthly premium cost;

Renew agreement with Benefit Resource Inc. (BRI) for administration of FSA, HSA and COBRA for the period January 1, 2027 through December 31, 2027 with no administration cost increase;

Renew agreement with New York Life for administration of Basic and Voluntary life insurance and long-term disability plans for the period January 1, 2027 through December 31, 2027 with no change to current monthly premium costs;

Renew additional value-added benefits for the period January 1, 2027 through December 31, 2027 to include the employer-paid Employee Assistance Program (AllOne Health) with a 2% increase to administration cost (\$350 annual); and

Renew voluntary Critical Illness (BCBS) and Accident Insurance (BSBS plans with no change to current monthly premium cost.

ROLL CALL VOTE

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

NEXT SCHEDULED MEETING

The next scheduled meeting of the Personnel, Programs and Services Committee is Wednesday, October 14, 2026 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. McPeak moved, seconded by Mr. Raftopoulos, to adjourn the meeting at 6:42 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees