

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
AGENDA**

**Seibert Conference Room
Belleville Campus
November 12, 2019 - 5:00 p.m.**

1. Approval of Minutes

- A. Regular Meeting - October 7, 2019

2. Standard Committee Operations Items

- A. Grants and Agreements - New, Revised or Renewal
 - 1. Grants
 - 2. Agreements
- B. Routine Business Items
 - 1. New Certificate: Social Media/E-Marketing
 - 2. Student Services Update

3. Executive Session to Discuss Personnel Matters (5 ILCS 120/2(c)(1)); and/or Collective Bargaining (5 ILCS 120/2(c)(2)); and/or Litigation (5 ILCS 120/2c(11))

4. Personnel Issues

- A. Resignations
 - 1. Ellen Scott, Accounts Receivable Clerk
 - 2. Lauri Dougherty, Grant Specialist, Adult Education Department
- B. Appointments
 - 1. Full-time Administrative Position: Director of Enrollment Development
 - 2. Full-time Administrative Position: Program Research Specialist
 - 3. Full-time Administrative Position: Program Outreach Coordinator
 - 4. Full-time Administrative Position: Student Services Specialist (2)
 - 5. Part-time SWIC EE Position: Success Center Computer Lab Assistant, BC
 - 6. Full-time Grant-funded SWIC EE Position: Coordinator, Safety & Training, ATS
 - 7. Full-time Physical Plant Shift Leader, SWGCC
 - 8. Full-time Custodian Position (2), BC
 - 9. Full-time Commissioned Public Safety Officer (3): Belleville Campus-2; Sam Wolf Granite City Campus-1
 - 10. Part-time SWIC EE Position: Network Connectivity Technician at the Belleville Campus
 - 11. Full-time Administrative Position: Sr. Community Services and Financial Aid Analyst
 - 12. Part-time Grant-funded SWIC EE Position: Advocacy Representative
- C. Authorization to Hire
 - 1. Part-time SWIC EE Position: Physical Fitness Specialist
 - 2. Part-time SWIC EE Position: Office Clerk-Pearson Vue/HiSET
 - 3. Full-time Grant-funded SWIC EE Position: Literacy ELA Secretary
 - 4. Part-time Radiologic Technology (RT) Clinical Instructor/Supervisor
 - 5. Part-time Faculty for the Fall 2019 Semester:
Adult Education Department for Remedial Studies
Cynthia Jenkins, 09.19.19
Susan McDonald 12.2.19
Kimberly Mohr 12.2.19
Mereadith Shivers 12.2.19

6. Part-time Faculty for the Fall 2019 and Spring 2020 Semesters:

Business Division

Jason Caraway, Paralegal, January 6, 2020

Art Elliot, Accounting, January 6, 2020

Ken Kelly, Logistics and Supply Chain Management, January 6, 2020

Brian Link, Networking, January 6, 2020

Dustin Warfel, Accounting, January 6, 2020

Sam Williams, Logistics and Accounting, January 6, 2020

Health Sciences and Homeland Security

Minecia Bland, Medical Laboratory Technology, Spring 2020

Rachel Dulaney, Nursing Education Instructor, Spring 2020

Shanan Hesseldenz, Nutrition Instructor, Spring 2020

Christina Jenkins, Nursing Education Instructor, Spring 2020

Math and Science

Judy Glynn, Biology, Spring 2020

David Penwell, Physics, Spring 2020

Teri Whealon, Chemistry, Spring 2020

Technical Education

Darren Goodlin, Electrical Program, December 2, 2019

Alex Scholl, Aviation Pilot Training, January 6, 2020

D. Ratification to hire Part-time Faculty under Emergency Hire Conditions

1. Kyle Schulte, AOJ/Police Academy

2. Jonathan Friederich, AOJ/Police Academy

E. Part-time Grant-funded SWIC EE Position/Wage Review for PTEC-212-01

F. Change in Annual Rate of Pay

1. Meredith Shivers, Assistant Director of Adult Education

G. Change of Employment Hire Date

1. Alfred Fox, ATS Driver

H. Request to Create and to Advertise

1. Full-time SWIC EE Position: Accounts Receivable Specialist

I. Request to Continuously Advertise

1. Part-time Faculty, Arts & Humanities Division, English and Reading Programs
Spring 2020 through Fall 2021 Semesters

J. Requests to Advertise

1. Full-time Administrative Position: Student Accounts and Financial Functional Analyst

2. Full-time SWIC EE Position: Accounts Receivable Clerk

3. Part-time SWIC EE Position: Computer Lab Assistant, SWGCC

4. Part-time Grant-funded SWIC EE Position: Special Projects Coordinator, Adult Education
Department

5. Full-time Grant-funded SWIC EE Position: Grant Specialist

K. Monthly Notification of Part-time Personnel

5. Possible Action/s Taken as a Result of Executive Session

6. Any Other Committee Related Business

7. Adjournment

Next scheduled meeting: Monday, December 9, 2019 at 5:00 p.m.
Seibert Conference Room, Belleville Campus