

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE  
AGENDA**

**Seibert Conference Room  
Belleville Campus  
March 16, 2020 - 5:00 p.m.**

---

**1. Approval of Minutes**

- A. Regular Meeting - February 10, 2020
- B. Executive Session - February 10, 2020

**2. Standard Committee Operations Items**

- A. Grants and Agreements - New, Revised or Renewal
- B. Routine Business Items
  - 1. Change in GPA for Admission
  - 2. New AAS and Certificate Programs
    - a. Cannabis
    - b. Fermentation
    - c. LPN
  - 3. Workforce Development Pilot Programs
  - 4. Course Fees
  - 5. Gifts to the College
  - 6. 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. Dr. Joy Branlund, Professor of Earth Science
- B. Retirement Notifications
  - 1. Chris Moran-Hunter, Enrollment Specialist/SAFB
  - 2. Jim Gunter, Physical Plant Supervisor, BC
- C. Appointments
  - 1. Part-time Grant-Funded SWIC EE ATS Position: ATS Driver (4)
  - 2. Full-time Administrative Position: Senior Systems Analyst Programmer
  - 3. Full-time Administrative Position: Student Accounts and Financial Functional Analyst
  - 4. Full-time Administrative Position: Accountant II
- D. Authorization to Hire
  - 1. Kristin Robbins: Part-time Radiologic Technology (RT) Clinical Instructor/Supervision, at an hourly rate of \$25.00 for .5 hours weekly for the Spring 2020 Semester
  - 2. Part-time Faculty for the Spring 2020 Semester:

HEALTH SCIENCES & HOMELAND SECURITY

Rebecca Aitken, Nurse Assistant Instructor  
Jennifer Polanco, Nurse Assistant Instructor  
Courtney Schwartzkopf, Nurse Assistant Instructor

- 3. Part-time Faculty for the Summer 2020 Semester:

ARTS AND HUMANITIES  
Deborah Wheeler, Art Instruction

MATH AND SCIENCES  
Mark Levine, Engineering

- E. Request to Retitle and Restructure
  - 1. Full-time Administrative Position: Dean of Technical Education and Workforce Development
- F. Request to Create and to Advertise
  - 1. Full-time Administrative Position: Associate Director, Athletics Development
  - 2. Full-time SWIC EE Position: Technical Services Coordinator (in lieu of advertising vacant Telecommunications Operator)
  - 3. Full-time Practical Nursing/Nursing Education/Nurse Assistant Instructor for the FY 2020-2021 Academic Year
  - 4. Full-time Position Practical Nursing Coordinator-Instructor for the FY 2020-2021 Academic Year
  - 5. Part-time/Adjunct Openings in the Practical Nursing Program for September 1, 2020 to August 31, 2021
- G. Requests to Advertise
  - 1. Full-time Administrative Position: Systems Analyst Programmer
  - 2. Full-time Instructor: Earth Science for the FY 2020-2021 Academic Year
  - 3. Part-time Grant-funded SWIC EE Position: Special Projects Coordinator in the Adult Education Department
  - 4. Part-time SWIC EE Position: Success Center Computer Lab Assistant, BC
  - 5. Part-time SWIC EE Position: Functional Analyst
  - 6. Part-time SWIC EE Position: WIOA Employment Training Assistant
- H. Monthly Notification of Part-time Personnel for February 2020
- I. ICCTA 2020 Awards
  - 1. Outstanding Full-time Faculty Member of the Year
  - 2. Outstanding Adjunct Faculty Member of the Year

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

**6. Any Other Committee Related Business**

**7. Adjournment**

Next scheduled meeting: Monday, April 6, 2020  
5:00 p.m.  
Seibert Conference Room  
Belleville Campus