

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
AGENDA**

**Seibert Conference Room
Belleville Campus
July 12, 2023
5:30 p.m.**

Call to Order and Roll Call

1. Approval of Minutes

- A. Regular Meeting - June 14, 2023
- B. Executive Session - June 14, 2023

2. Standard Committee Operations Items

- A. Grants and Agreements - New, Revised or Renewal
- B. Gifts to the College
- C. Student Services Highlights/Updates

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

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

5. Personnel Issues

- A. Resignations
 - 1. Crystal Myers, English Faculty
 - 2. Tradale Hayes, College Inclusion Ambassador Coordinator
- B. Retirement Notification
 - 1. Mona Clark, Computing Services Coordinator
- C. Appointments
 - 1. Full-time SWIC EE Position: Instructional Support Technician
 - 2. Full-time SWIC EE Position: Student Life and Special Events Specialist
 - 3. Full-time Administrative Position: Purchasing Specialist
 - 4. Full-time Administrative Position: Accountant I
 - 5. Full-time Grant-funded Custodian Position (2)
 - 6. Full-time Custodian Position (2)
 - 7. Full-time SWIC EE Position: Administrative Assistant-Physical Plant, BC
 - 8. Full-time Maintenance Position (2), BC and SWGCC
 - 9. Full-time Commissioned Public Safety Officer at BC (3)
 - 10. Full-time Grant-funded Position: ATS Dispatcher
 - 11. Full-time Administrative Position: Coordinator of Success Coaching
 - 12. Full-time Faculty Position: Coordinator/Instructor Cannabis Program
 - 13. Full-time Faculty Position: Nurse Assistant Instructor
 - 14. Full-time Faculty Position: Respiratory Care Instructor
 - 15. Full-time Faculty Position: Nurse Assistant Instructor
- D. Authorization to Hire
 - 1. Part-time Instructors:
 - a. Daniel Adams, Aviation Pilot Training
 - b. Robert Eursiriwan, Pharmacy Technician
 - c. Kaylyn Klamm, Diagnostic Medical Sonography
 - d. Krystal Fietsam, Medical Laboratory Technology
 - e. Kathleen Moore, Medical Laboratory Technology
 - 2. Part-time SWIC EE Position: Shipping & Receiving Clerk (2)
 - 3. Part-time SWIC EE Position: Financial Aid & Veteran Services Specialist
 - 4. Part-time SWIC EE Position: Alternative Media and Technology Accommodator

5. Part-time Grant-funded SWIC EE ATS Position: ATS Driver (3)
- E. FY24 Part-time Coaching Contracts
- F. Amended Employment Start Date
 1. Renee Brooks, Part-time Grant-funded ATS Driver
- G. Authorization to Create and to Advertise
 1. Full-time Administrative Position: Athletic Academic Advisor and Compliance Specialist
 2. Full-time Grant-funded Maintenance Position: Physical Plant Dept at SWIJWDC
 3. Full-time Custodian Position (2), Vatterott Campus
 4. Full-time Custodian Position (2), BC
 5. Full-time Administrative Position: Running Start Coordinator
 6. Full-time Faculty Position (3): Industrial Technology/Precision Machining for MTA
 7. Part-time Grant-funded SWIC EE Position (2): ECE Special Project Coordinator
- H. Authorization to Continuously Advertise
 1. Part-time Grant-funded Custodians, SWIJWDC
 2. Full-time Grant-funded Custodians SWIJWDC
 3. Part-time Grant-funded SWIC EE Position: ATS Dispatchers
 4. Full-time Grant-funded SWIC EE Position: ATS Drivers
 5. Part-time Grant-funded SWIC EE Position: ATS Drivers
 6. Part-time Grant-funded SWIC EE Position: ATS Reservationists
- I. Authorization to Advertise
 1. Full-time Grant-funded Administrative Position: HR Generalist-ATS
 2. Part-time SWIC EE Position: Mailroom Clerk
 3. Part-time SWIC EE Position: Help Desk Technician
 4. Full-time Administrative Position: Manager of Physical Plant
 5. Full-time Administrative Position: Supervisor Physical Plant
 6. Full-time Grant-funded Administrative Position: Supervisor Physical Plant
 7. Full-time Custodial Position, BC: Grounds Worker (3)
 8. Full-time Custodial Position, BC (2)
 9. Full-time Administrative Position: College Inclusion Outreach Coordinator (f/k/a College Inclusion Ambassador Coordinator)
 10. Part-time SWIC EE Position: Personal Advocate
- J. Monthly Notification of Part-time Personnel for June 2023

6. Any Other Committee Related Business

7. Adjournment

**Next scheduled meeting: Wednesday, August 9, 2023
 5:30 p.m.
 Seibert Conference Room
 Belleville Campus**