

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE  
AGENDA**

**Seibert Conference Room  
Belleville Campus  
August 9, 2021- 5:15 p.m.**

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**1. Approval of Minutes**

- A. Regular Meeting - July 12, 2021

**2. Standard Committee Operations Items**

- A. Grants and Agreements - New, Revised or Renewal
- B. Cannabis Industry Operations Certificate
- C. Course Fees
- D. 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. Possible Action/s Taken as a Result of Executive Session**

**5. Personnel Issues**

- A. Resignations
  - 1. Mia Ransom-Harris, Accountant II
  - 2. Dana Woods, Medical Assistant Coordinator/Instructor
  - 3. Sarah Gruenewald, Grant Specialist for Adult Education
- B. Retirement Notification
  - 1. Lisa Atkins, Director of Adult Education
- C. Appointments
  - 1. Full-time Administrative Position: Academic Advisor
  - 2. Full-time Administrative Position: Athletic Trainer
  - 3. Full-time Administrative Position: Internal Communications Specialist
  - 4. Full-time Administrative Position: Career and Employment Specialist
  - 5. Full-time SWIC EE Position: Systems Services Specialist
  - 6. Full-time SWIC EE Position: Accounts Receivable Clerk (Evening)
- D. Authorization to Hire
  - 1. Part-time Custodian (3)
  - 2. Part-time SWIC EE Position: Physical Fitness Assistant (3)
  - 3. Part-time Non-union Grant-funded Positions: Belleville AmeriCorps
  - 4. Part-time Instructors effective August 16, 2021:
    - a. Ryan Beck, HVAR
    - b. Brian Evans, Biology
    - c. Gabriel Helwig, Welding
    - d. Sierra Carmichael, Medical Assistant
    - e. Ashley Coburn, Nursing Education
    - f. Emma Cruthis, Math
    - g. Dawn Striker, Music
- E. Authorization to Transfer: Part-time LPN Tutor (grant-funded-temporary)
- F. Authorization to Create and to Advertise
  - 1. Full-time Administrative Position: Accountant I (Student Accounts)

