

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
December 7, 2020
5:00 p.m.

Committee members present:	Robert G. Morton, Chairman John Blomenkamp Eugene Verdu (remote)
Trustees present:	Steve Campo Nick Raftopoulos (remote) Richard Roehrkasse Sara Soehlke (remote)
Administrators present:	Nick J. Mance Linda Andres Anna Moyer Missy Roche Gina Segobiano, Ed.D. Robert Tebbe Bernie Ysursa
Attorney present:	Garrett Hoerner

CALL TO ORDER

Chairman Morton called the meeting to order at 5:00 p.m. and announced a quorum.

APPROVAL OF MINUTES

Mr. Verdu moved, seconded by Mr. Blomenkamp, to approve the minutes of the regular meetings of October 12, 2020 and November 9, 2020 and the Executive Session minutes of October 12, 2020. The motion carried.

AGREEMENTS

Mr. Verdu moved, seconded by Mr. Blomenkamp, to recommend the Board of Trustees approve the following agreements:

- new agreement between Rehab Management Group LLC, dba ApexNetwork Physical Therapy and Southwestern Illinois College, District #522 to allow Health Sciences students in the Physical Therapy Assistant program the opportunity to participate in clinical experience; and
- renewal affiliation agreement between Lodin Medical Imaging LLC, dba Watson Imaging Center and Southwestern Illinois College, District #522 to allow Health Sciences students in the Radiologic Technology program the opportunity to participate in the clinical portion of their program.

The motion carried. (These items will appear on the consent agenda.)

NEW COURSE FEES

CAO Segobiano presented course fees for new courses in CISC 161, 162, 163, 164; NETW 231; and HRO 106. effective June 1, 2021.

Mr. Blomenkamp moved, seconded by Mr. Verdu, to recommend the Board of Trustees approve course fees for new courses as presented. The motion carried. (This item will appear on the consent agenda.)

ICCB APPROVALS

CAO Segobiano reported the following actions have been approved by ICCB. No action was required of the committee.

New Courses

- CISC 161 Cisco Networking Essentials
- CISC 162 Cisco Network Communication
- CISC 163 Cisco Switching and Routing
- CISC 164 Cisco Enterprise Networking
- NETW 231 Ethical Hacking

Change in Curriculum/Credit Hours

- OCCUP 0007 Cybersecurity and Networking
- OCCUP 0023 Health Information Technology
- OCCUP 0032 Medical Billing and Coding

Change in Title and Credit Hours

- HIT 260 Professional Practice

ARTICULATION AGREEMENTS

CAO Segobiano presented the following two agreements and requested approval by the Board of Trustees:

Articulation agreement between McKendree University and Southwestern Illinois College, District #522 effective August 1, 2020 through July 31, 2024. Students who satisfactorily complete the AAS in Nursing requirements with SWIC and hold an unencumbered license as a registered nurse will be admitted to McKendree University.

Transfer agreement between Southern Illinois University Carbondale and Southwestern Illinois College, District #522. This agreement will allow SWIC Construction Management Technology students to seamlessly transfer into SIUC’s Bachelor of Science in Industrial Management and Applied Engineering program.

Mr. Blomenkamp moved, seconded by Mr. Verdu, to recommend the Board of Trustees approve the agreements as presented. The motion carried. (These items will appear on the consent agenda.)

STUDENT SERVICES UPDATE

Executive Director of Enrollment Services and Institutional Planning Bob Tebbe provided the following report:

- Student Service Staff are contacting all students who have classes in their shopping carts but have not yet enrolled to encourage and assist with enrollment.
- Financial Aid Staff reviewed and contacted students with approved appeals who have not met the semester requirements and provided them with their appeal options moving forward.
- Student Accounts completed a mass call broadcast reminding students that Spring 2021 enrollment is open and payment reminder for past due bills.
- Enrollment and Workforce Equity staff held Enrollment Days to promote Spring 2021 enrollment and register students in classes.
- We have been approved for the Governor's Emergency Education Relief Fund that would allow student's Spring 20 and Summer 20 debt to be forgiven if their bill was related to COVID. There were 160 students identified by their FAFSA that could qualify as they must be low income, 1st generation, or an under-represented group. Academic Advisors will be reaching out to these students to provide an application and assist with Spring 21 enrollment.
- Financial Aid has implemented the functionality to allow students to upload their financial aid and VA documents through their Student Center. Multiple offices are now using this as an option for students to submit their documents securely.
- Fall CARES Act Applications are still being accepted. Eligible students were notified via e-mail and general promotion was posted on social media.

Trustee Campo inquired about spring enrollment. Mr. Tebbe reported it is under 10%. Other community colleges are at 20-30%. Our number is going down every day which is the right movement.

EXECUTIVE SESSION

Mr. Blomenkamp moved, seconded by Mr. Verdu, to move into Executive Session at 5:08 p.m. for the purposes of personnel (5 ILCS 120/2(c)(1)) and collective bargaining (5 ILCS 120/2(c)(2)). Upon a roll call vote those trustees voting aye were Mr. Blomenkamp, Mr. Verdu and Mr. Morton. Nays: None. Absent: None. PASSED

There was consensus to return to regular session at 5:42 p.m.

RETIREMENT NOTIFICATION

Mr. Blomenkamp moved, seconded by Mr. Verdu, to recommend the Board of Trustees accept the retirement notification of Malinda Hoernis, Secretary for Instructional Services, Adult Education, effective close of business December 31, 2020. The motion carried. (This item will appear on the consent agenda.)

APPOINTMENTS

The committee agreed to an omnibus vote for the appointments and authorizations to hire.

Chief Human Resources and Operations Officer Anna Moyer presented the following appointment recommendations and requests to hire:

Janna King, Michelle Holmes, Akeni Fultz, DeAngelo Williams, Erica Mayfield and Charlotte Bolden to the six part-time grant-funded SWIC EE positions of ATS Driver effective January 4, 2021 at an hourly rate of \$12.79 for up to 28 hours per week and contingent upon the continued receipt of external funding;

Daniel Neuwirth to the full-time administrative position of Network Operations Center Manager effective January 4, 2021 at an annual salary of \$59,000 and subject to the Personnel Procedures for Administrators;

Paula Haniszewski to the full-time administrative position of Director of Talent Development effective January 4, 2021 at an annual salary of \$94,000 at salary grade 7 and subject to the provisions of the Personnel Procedures for Administrators;

Ashley Becker to the full-time administrative position of Dean of Health Sciences and Homeland Security effective January 4, 2021 at an annual salary of \$125,000 at salary grade 9 and subject to the provisions of the Personnel Procedures for Administrators;

Brendan Leahy and Paige Mettler-Cherry to the two full-time administrative positions of Associate Dean of Arts and Sciences/Business effective January 4, 2021 at an annual salary of \$85,000 at salary grade 7 and subject to the provisions of the Personnel Procedures for Administrators;

Amy Reidel to the full-time Art faculty position effective January 4, 2021 at an annual base salary of \$49,453 in accordance with the full-time faculty Memorandum of Understanding;

Misty Dickey and Christina Jenkins to the two full-time faculty positions of Nursing Education/Nursing Assistant programs effective January 4, 2021 at an annual base salary of \$49,453 in accordance with the full-time faculty Memorandum of Understanding;

Dr. Dusty Sweet to the full-time Economics faculty position effective January 4, 2021 at an annual base salary of \$55,409 in accordance with the full-time faculty Memorandum of Understanding;

part-time faculty for the Spring 2021 semester at a salary based on educational attainment and number of credit hours assigned and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Arts and Sciences (start date 01.04.21)

Dr. Andrea Alameda, Health & Exercise Science

Dr. Geoffrey Dargan, Philosophy

Andrew Hamerlinck, Health & Exercise Science

Dr. Bradley Polen, Biology

Business, Health Sciences & Homeland Security

Kristin Robbins, Radiologic Technology LACE Assistant

Technical Education (start date 01.11.21)

Darnacio Washington, Food Truck

two part-time faculty in the Administration of Justice program with an effective date of December 18, 2020 and continuing in accordance with the terms and conditions of the current collective bargaining agreement with the adjunct faculty:

Kerri Davis
Jason Emmanuel.

Mr. Blomenkamp moved, seconded by Mr. Verdu, to recommend the Board of Trustees appoint the individuals to the positions and approve the requests to hire as presented. The motion carried. (These items will appear on the consent agenda.)

FY21 PART-TIME COACHING CONTRACT

Chief Administrative Services Officer Bernie Ysursa presented a request to initiate a coaching contract for Natasha Hodge as Women's Assistant Basketball Coach for FY21 in the amount of \$3,600.

Mr. Blomenkamp moved, seconded by Mr. Verdu, to recommend the Board of Trustees approve the coaching contract for Natasha Hodge as presented. The motion carried. (This item will appear on the consent agenda.)

RECLASSIFICATION OF PART-TIME ATS DRIVER

Chief HR and Operations Officer Moyer presented a request to reclassify Pamela Pruitt from part-time ATS Driver to part-time ATS Dispatcher effective January 4, 2021 at an hourly rate of \$12.79 (same pay and status) and contingent upon the continued receipt of external funding.

Mr. Verdu moved, seconded by Mr. Blomenkamp, to recommend the Board of Trustees reclassify Pamela Pruitt from part-time ATS Driver to part-time ATS Dispatcher effective January 4, 2021 at an hourly rate of \$12.79 (same pay and status) and contingent upon the continued receipt of external funding. The motion carried.

REQUEST TO CONTINUOUSLY ADVERTISE/REQUEST TO ADVERTISE

Chief Human Resources and Operations Officer Moyer presented requests to advertise the following positions:

- Full-time Commissioned Public Safety Officers
- Part-time Public Safety Dispatchers
- Part-time Faculty: Spanish HSE Classes, Adult Education
- Full-time Commissioned Public Safety Officers (to establish a Hiring Eligibility List)
- Full-time Grant-funded SWIC EE Position: Secretary for Instructional Services, Adult Education
- Full-time Faculty: Practical Nursing at the East St. Louis Higher Education Center

Mr. Verdu moved, seconded by Mr. Blomenkamp, to authorize administration to advertise the positions as presented. The motion carried.

MONTHLY NOTIFICATION OF PART-TIME PERSONNEL FOR NOVEMBER 2020

Ms. Moyer presented a request to ratify the part-time and temporary faculty and staff actions for November 2020 according to Board Policy 3005, Recruitment, Selection and Appointment of Faculty and Staff. There are a total of two newly-hired part-time faculty; four Persons of Interest; and one PTNU termination on the report.

Mr. Blomenkamp moved, seconded by Mr. Verdu, to recommend the Board of Trustees ratify the part-time and temporary faculty and staff actions for October 2020 as presented. The motion carried. (This item will appear on the consent agenda.)

NEXT SCHEDULED MEETING

The next scheduled meeting of the Personnel, Programs and Services Committee is Monday, January 11, 2021 at 5:00 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Blomenkamp moved, seconded by Mr. Morton, to adjourn the meeting at 5:59 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees