

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE**  
**AGENDA**

Seibert Conference Room  
April 9, 2018 - 5:00 p.m.

**1. Approval of Minutes**

- A. Regular Meeting - March 12, 2018

**2. Standard Committee Operations Items**

- A. Grants and Agreement - New, Revised or Renewal
  - 1. Grants
  - 2. Agreement

**3. Discussion/Information Items**

- A. Gifts to the College
- B. Course Fee Adjustments
- C. Minimum Instructor Requirements
- D. Financial Aid Update

**4. Personnel Issues**

- A. Resignation
  - 1. Haley Thompson, Foundation Executive Director
  - 2. Robert J. Hilgenbrink, Financial Advisor/Treasurer, IGEN
- B. Retirement Notifications
  - 1. Neil Fiala, Assistant Athletic Director & Head Baseball Coach
  - 2. Angelia Donovan, Assistant Professor, Paralegal Program
- C. Appointments
  - 1. Full-time SWIC EE Position: Foundation Accounting Specialist
  - 2. Full-time Administrative Position: Business Office Functional Analyst
  - 3. Full-time Faculty Position: Respiratory Care Program
  - 4. Full-time Administrative Position: Academic Advisor (3)
  - 5. Part-time SWIC EE Position: Academic Records Evaluator in the Enrollment Services Division
- D. Request to Correct Hourly Rate of Pay for Newly-hired Part-time Grant-funded ATS Drivers to \$12.66 per hour from \$12.54 in accordance with SWIC Educational Employees IFT-AFT Local 6600 FY 2018 Salary Schedule
  - 1. Carla Milton
  - 2. Ronald Guay
- E. Request to Transfer
  - 1. Public Safety Officer Keaton Wright from the Sam Wolf Granite City Campus to the Belleville Campus
- F. Request for Revision and Reclassification of SWIC EE Position: Office Clerk/ABE (PTEC-115-01), SWGCC
- G. Request for Authorization to Assign Additional Duties: Instructional Personnel, Adult Education
- H. Request to Hire
  - 1. Part-time Faculty in the Health Sciences & Homeland Security Division for 2018 Summer Semester
    - a. Desaree Lehr: Nursing Education
    - b. Marjorie Sue Vaughn: Medical Assistant
  - 2. Part-time Non-union Faculty in the Community Education Department for the summer College for Kids Program
    - a. Nicole Grimm: Science Fun
    - b. Michelle Schindler: Bring a Book to Life
    - c. Shannen Helms: Learning with Star Wars; Solar System Fun; and American Girl
    - d. Shaunte Rhodes: A Marvelous Mess; Young Authors; YOUniquely You; and Signing Time
    - e. Danielle Schnable: Storybook Theater and Musical Theater
    - f. Anne Tierney: Spanish for Kids
    - g. Greta Pastorello: Painting Wonderland
- I. Request to Advertise
  - 1. Full-time Administrative Position: Foundation Executive Director
  - 2. Part-time SWIC EE Position: Secretary, Police Academy in the Health Sciences & Homeland Security Division

3. Part-time SWIC EE Position: Library Services Assistant, Belleville Campus
4. Part-time Faculty Position: Economics Program in the Business Division for 2018 Summer Semester
5. Part-time SWIC EE Position: Special Projects Coordinator
6. Part-time SWIC EE Position: Business Analyst
- J. Request to Continuously Advertise
  1. Part-time Faculty Positions in the Math & Sciences Division: Agriculture; Astronomy; Biology; Chemistry; Earth Science; Engineering; Health & Exercise Science, Horticulture; Mathematics; and Physics
- K. Monthly Notification of Part-time Personnel

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

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

**7. Next scheduled meeting - Monday, May 7, 2018 at 5:00 p.m., Seibert Conference Room, Belleville Campus**

**8. Adjournment**