

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE

AGENDA

Seibert Conference Room

August 7, 2017 - 5:00 p.m.

1. Approval of Minutes

- A. Regular Meeting - July 10, 2017

2. Presentation by Dan Bean, Partner, Colarelli Meyer & Associates

- 1. Organizational Assessment and 360 Degree Survey Options

3. Standard Committee Operations Items

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

4. Discussion/Information Items

- A. Course Fee Adjustment
- B. Financial Aid Update

5. Personnel Issues

- A. Resignations
 - 1. Michelle Keim, Youth Services Coordinator
 - 2. Adam Guebert, Academic Advisor
 - 3. Robin Anderson, Associate Professor of Mathematics
 - 4. Amber Akins, Academic Advisor
 - 5. John Bast, Instructor, Respiratory Care Program
 - 6. Emily Voellinger, Assistant Controller, Business Office
- B. Appointments
 - 1. Full-time Grant-funded Administrative Position: AmeriCorps Project Director
 - 2. Full-time Administrative Position: Admissions Coordinator
 - 3. Full-time Administrative Position: SharePoint and Database Administrator
 - 4. Full-time Commissioned Public Safety Officer at the Belleville Campus
 - 5. Full-time Commissioned Public Safety Officer at the Sam Wolf Granite City Campus
- C. Reassignment of Campus
 - 1. Charles (Jim) Laing
- D. Strategic Planning Group Recommendations
 - 1. FOIA Officer and Deputy Appointments
 - 2. Foundation and Print Shop Organizational Structure
 - 3. Schmidt Art Center Organizational Structure
- E. Authorization to Create and to Advertise
 - 1. Part-time Grant-funded SWIC EE Position: Office and Student Services Assistant at the East St. Louis Community College Center
 - 2. Full-time Grant-funded Administrative Position: Admissions Specialist at the East St. Louis Community College Center
 - 3. Full-time Grant-funded SWIC EE Position: Secretary of Educational Services at the East St. Louis Community College Center
- F. Authorization to Advertise
 - 1. Full-time Grant-funded Administrative Position: Youth Services Coordinator
 - 2. Full-time Administrative Position: Academic Advisor (up to 3)
 - 3. Part-time SWIC EE Position: Math/Science Specialist at Red Bud Campus
 - 4. Part-time SWIC EE Position: English Specialist at Red Bud Campus
 - 5. Full-time Administrative Position: Admissions Specialist (up to 3)

6. Part-time SWIC EE Position: Accounts Payable Clerk
 7. Full-time Administrative Position: Assistant Controller
 8. Part-time Public Safety Position: Dispatcher at the Belleville and Sam Wolf Granite City Campuses (3)
 9. Part-time SWIC EE Position: Communication Specialist
 10. Part-time SWIC EE Position: Web Manager/Communication Specialist
 11. Part-time SWIC EE Position: Special Projects Coordinator HSE
- G. Monthly Notification of Part-time Personnel
- H. Medical Insurance Plan Monthly Report for July 2017

6. Executive Session to Discuss Collective Bargaining, Personnel, and Litigation

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

8. Next scheduled meeting - Monday, September 11, 2017 at 5:00 p.m., Seibert Conference Room, Belleville Campus

9. Adjournment