

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
AGENDA**

Seibert Conference Room
Belleville Campus
February 8, 2016 - 5:00 p.m.

1. Approval of Minutes

- A. Regular Meeting - January 11, 2016
- B. Executive Session - January 11, 2016

2. Standard Committee Operations Items

- A. Grants and Agreements - New, Revised or Renewal
 - 1. Grants
 - 2. Agreements
- B. Routine Business Items
 - 1. Gifts to the College
 - 2. Financial Aid Update
 - 3. Building Trades Safety Certificate

3. Personnel Issues

- A. Retirement
 - 1. Jeff McCoy, Full-time Custodian/Grounds Worker
- B. Appointments
 - 1. Full-time Administrative Position: Academic Advisor
 - 2. Full-time Administrative Position: Accountant at the Belleville Campus Business Office
 - 3. Full-time Administrative Position: Intake and Access Coordinator
- C. Full-time Faculty Staffing Plan
- D. Request to Transfer - Public Safety Officer from the SWGCC to the Belleville Campus
- E. Modification of Previously Approved High School Academy Tuition for Summer 2016
- F. Request to Advertise:
 - 1. Part-time Administrative Position: Evening Supervisor, Belleville Campus
 - 2. Part-time SWIC EE Position: Shipping & Receiving Clerk at the Belleville Campus
 - 3. Part-time SWIC EE Position: Financial Aid Evening Reception Area Technician
 - 4. Part-time SWIC EE Position: Intake Coordinator
 - 5. Full-time Custodian (Location to be determined after the bidding process is complete.)
- G. Monthly Notification of Newly-Hired Part-time Personnel
- H. Medical Plan Financial Report for January 2016

4. Executive Session to Discuss Collective Bargaining and Personnel

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

6. Any Other Committee Related Business

7. Next scheduled meeting - Monday, March 7, 2016 at 5:00 p.m., Seibert Conference Room, Belleville Campus

8. Adjournment