

## **PERSONNEL, PROGRAMS AND SERVICES COMMITTEE**

### **AGENDA**

Seibert Conference Room

June 10, 2019 - 5:00 p.m.

#### **1. Approval of Minutes**

- A. Regular Meeting - May 6, 2019

#### **2. Standard Committee Operations Items**

- A. Grants and Agreements - New, Revised or Renewal
  - 1. Grants
  - 2. Agreements
- B. Routine Business Items
  - 1. Gift to the College
  - 2. Student Services Update

#### **3. Personnel Issues**

- A. Resignations
  - 1. James Watkins, Full-time Commissioned Public Safety Officer, BC
  - 2. Courtney Price, Academic Advisor in the Student Services Division
- B. Retirement Notification
  - 1. Donna Watson, Executive Assistant for Instruction
- C. Appointments
  - 1. Part-time SWIC EE Grant-funded Position: ATS Driver
  - 2. Part-time SWIC EE Grant-funded Position: ATS Reservationist
  - 3. Part-time Public Safety Officer, BC
  - 4. Part-time Public Safety Dispatcher (2), BC
  - 5. Full-time Commissioned Public Safety Officer (2), BC
  - 6. Part-time SWIC EE Grant-funded Position: Advocacy Representative
  - 7. Part-time SWIC EE Position: English Specialist, Belleville Campus Success Center
  - 8. Part-time SWIC EE Grant-funded Position: Special Project Coordinator-HSE
  - 9. Part-time SWIC EE Grant-funded Position: Special Project Coordinator-Vocational Programs
  - 10. Full-time Faculty Position: Nursing Education/Nurse Assistant Instructor (3)
  - 11. Full-time Faculty Position: Welding Technology Instructor, BC
  - 12. Full-time Administrative Position: Dean of Arts & Humanities
  - 13. Full-time Administrative Position: Interim Dean of Math & Sciences
- D. Requests to Hire
  - 1. Jason Anderson, Aviation Pilot Training Program (Summer 2019)
  - 2. Zachary Augustine, Aviation Pilot Training Program (Summer 2019)
  - 3. Christopher Kiel, Aviation Pilot Training Program (Summer 2019)
  - 4. Zachary Lucas, Aviation Pilot Training Program (Summer 2019)
  - 5. Jayson Sepe, Aviation Pilot Training Program (Summer 2019)
  - 6. Veda Traw, Nurse Assistant Program (Fall 2019)
  - 7. Student Workers for the Arts & Humanities Division (Summer 2019 and FY 2019-2020)
  - 8. Student Workers for the Math & Sciences Division (Summer 2019 FY 2019-2020)
  - 9. Part-time Non-Union Community Education Instructors: Summer 2019 Kids on Campus
    - Tyler Herron - Theatre Camp
    - Katharine Adams - Hola
    - Kristin Flor - Pick a Book, Now Let's Cook
    - Donyelle DeMarse - Reach for the Sky Theme Park
- E. Request to Transfer
  - 1. Jordan May, Full-time Commissioned Public Safety Officer, from SWGCC to BC

F. Requests to Advertise

1. Full-time Administrative Position: Executive Assistant to the Chief Academic Officer
2. Full-time SWIC EE Position: Student Services Specialist
3. Full-time Administrative Position: Academic Advisor
4. Full-time Commissioned Public Safety Officer Hiring Eligibility List

G. Requests to Continuously Advertise

1. Part-time Faculty - Business Division:  
Accounting; Cisco/Networking/Cybersecurity; Economics; Marketing; Office Administration & Technology; Business Administration; Culinary Arts & Food Management; Computer Information Systems; Management; Paralegal Studies; Web Technologies/Graphic Communications
2. Part-time Faculty - Technical Education Division:  
Aviation Maintenance Technology; Aviation Pilot Training; Computer Aided Design; Construction Management Technology; Electrical/Electronics Technology; Heating; Ventilation; Air Conditioning and Refrigeration; Industrial Maintenance Technology; Precision Machining Technology; Welding Technology
3. Part-time Faculty - Health Sciences & Homeland Security Division:  
Administration of Justice/Police Academy; Emergency Medical Services; Fire Science; Health Information Technology/Medical Billing & Coding; Health Related Occupation Courses - Medical Terminology, Nutrition, Pharmacology; Medical Assistant; Medical Laboratory Technology; Nurse Assistant; Nursing Education; Physical Therapist Assistant; Physical Therapist Assistant LACE; Radiologic Technology; Radiologic Technology LACE; Radiologic Technology Clinical Instructor/Supervisor; Respiratory Care; Respiratory Care LACE; Sign Language Studies; Sign Language Studies LACE
4. Part-time Faculty - Math & Sciences Division:  
Agriculture; Biology; Astronomy; Earth Science; Engineering; Chemistry; Physics; Mathematics; Health and Exercise Science; Horticulture
5. Part-time Faculty - Arts & Humanities Division:  
Anthropology; Art; Education; Early Childhood Education; English; Film; French; Geography; German; History; Human Services Technology; Journalism; Literature; Mass Communications; Music; Philosophy; Political Science; Psychology; Sociology; Spanish; Speech; Theatre
6. Part-time Faculty - Adult Education Division:  
Remedial Studies (Adult Basic & Adult Secondary); English as a Second Language
7. Full-time Commissioned Public Safety Officer

H. Prevailing Wage Act

I. Monthly Notification of Part-time Personnel

**4. 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))**

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

**6. Any Other Committee Related Business**

**7. Next scheduled meeting - Monday, July 8, 2019 at 5:00 p.m., Seibert Conference Room**

**8. Adjournment**