

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

### **AGENDA**

Seibert Conference Room

June 18, 2018 - 5:00 p.m.

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

- A. Regular Meeting - May 7, 2018

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

- A. Grants and Agreements - New, Revised or Renewal
  - 1. Grants
  - 2. Agreements
- B. Routine Business Items
  - 1. Financial Aid Update
  - 2. Affirmation of College Curriculum

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

- A. Resignations
  - 1. Cheryl Portell, Senior Systems Analyst/Programmer
  - 2. Ronald Henderson, Director of Physical Plant
  - 3. Carrie Lewis, Assistant Controller
  - 4. Kate Eckert, Accounting Technician
  - 5. Hatim Salah, Full-time Commissioned Public Safety Officer
  - 6. Rebecca Addison, Full-time Commissioned Public Safety Officer
  - 7. Steven L. Holman, Dean of Math and Sciences Division
- B. Retirement Notification
  - 1. Rose Isaacs, Enrollment Services Specialist
- C. Appointments
  - 1. Part-time SWIC EE Position: Web Manager/Communication Specialist
  - 2. Part-time SWIC EE Position: Administrative Services Assistant - Purchasing
  - 3. Full-time Administrator Position: Dean of Arts and Sciences Division
- D. Authorization for Emergency Hire
  - 1. Part-time Faculty: Precision Machining Technology Program in the Technical Education Division
- E. Authorization to Hire
  - 1. Part-time Non-Union Instructors in the Community Education Department for the Summer 2018 "Kids on Campus" Program (4)
  - 2. Part-time Grant-funded SWIC EE Position: ATS Drivers (5)
  - 3. Student Workers
    - a. Business Division, BC and SWGCC
    - b. Success Programs, BC, SWGCC and RBC
    - c. Teaching & Learning Center, BC
    - d. Technical Education Division, BC and SWGCC
    - e. Math & Sciences Division, BC and SWGCC
    - f. Liberal Arts Division, BC
  - 4. Part-time SWIC EE Position: Success Center Computer Lab Assistant
  - 5. Part-time SWIC EE Position: Secretary, Police Academy in the Health Sciences & Homeland Security Division
  - 6. Part-time Faculty in Health Sciences & Homeland Security Division
    - a. Administration of Justice/Police Academy
  - 7. Part-time Faculty in Liberal Arts Division
    - a. Music (2)

F. Ratification of Hires

1. Part-time Non-Union Positions (3)

G. Authorization to Continuously Advertise

1. Part-time Faculty: Business Division

Accounting; Business Administration; Cisco/Networking; Computer Information Systems; Culinary Arts & Food Management; Economics; Management; Marketing; Paralegal Studies; Office Administration & Technology; and Web Technologies/Graphic Communication

2. 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 (Part-time Instructor and LACE Instructor); Radiologic Technology (Part-time Instructor; LACE Instructor; and Clinical Instructor/Supervisor); Respiratory Care; and Sign Language Studies (Part-time Instructor and LACE Instructor)

3. Part-time Faculty: Liberal Arts 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; and Theatre

4. Part-time Faculty: Math & Sciences Division

Agriculture; Astronomy; Biology; Chemistry; Earth Science; Engineering; Health & Exercise Science; Horticulture; Mathematics; and Physics

5. Part-time Faculty: Technical Education Division

Aviation Maintenance Technology; Aviation Pilot Training/Aviation Management; Computer Aided Drafting; Construction Apprenticeship Programs; Construction Management Technology; Electrical/Electronics/Technology; Heating, Ventilation, Air Conditioning & Refrigeration; Industrial Technology/Precision Machining Technology; Warehousing & Distribution; and Welding Technology

H. Authorization to Advertise

1. Part-time Assistant Baseball Coach
2. Part-time SWIC EE Position: ABE Computer Lab Assistant
3. Part-time SWIC EE Position: PearsonVUE Test Proctor
4. Part-time Grant-funded SWIC EE Position: ATS Reservationist
5. Full-time SWIC EE Position: Accounting Technician
6. Full-time Administrator Position: Sr. Systems Analyst Programmer
7. Full-time Administrator Position: SharePoint Administrator
8. Full-time SWIC EE Position: Instructional Support Assistant, SWGCC
9. Part-time SWIC EE Position: Office Clerk, Testing Center, BC
10. Part-time Non-Union Position: Fitness Center Lab Assistant, Math & Sciences Division, SWGCC

I. Request to Return to Faculty - Philosophy Instructor

J. Illinois Prevailing Wage Act - 2018

K. 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 120/2(c)(11))**

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

**6. Any Other Committee Related Business**

**7. Next scheduled meeting - Monday, July 9, 2018 at 5:00 p.m., Seibert Conference Room**

**8. Adjournment**