

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

### **AGENDA**

Seibert Conference Room

Belleville Campus

May 11, 2016 - 3:00 p.m.

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

- A. Regular Meeting - April 11, 2016

#### **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. Course Fee Adjustments
  - 3. Minimum Instructor Requirements
  - 4. Relocation of Respiratory Care Program

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

- A. Resignations
  - 1. Kyle Wilson, Full-time Commissioned Public Safety Officer at the Belleville Campus
  - 2. Julie Wojtal, English Language Acquisition Program Director
  - 3. Leon Fields III, Academic Advisor
- B. Retirement Notifications
  - 1. Nancy Kasper, Full-time SWIC EE Physical Plant Executive Assistant
  - 2. Gregg Sweeten, Professor of Aviation Maintenance Technology
- C. Appointments
  - 1. Full-time Faculty Position: Nurse Assistant Coordinator/Instructor
  - 2. Full-time SWIC EE Position: Executive Assistant for Information Technology
- D. Reappointment of Grant-funded Personnel (Non-Administrative)
- E. Request to Advertise for Full-time Commissioned Officer Hiring Eligibility List
- F. Request to Advertise:
  - 1. Full-time Grant-funded Administrative Position: English Language Acquisition Program Director
  - 2. Part-time SWIC EE Position: Office Clerk-Testing Center at the Red Bud Campus
  - 3. Part-time SWIC EE Position: Math/Science Specialist in the Red Bud Campus Success Center
  - 4. Part-time SWIC EE Position: English Specialist in the Belleville Campus Success Center
  - 5. Part-time SWIC EE Position: Math Specialist in the Belleville Campus Success Center
- G. Monthly Notification of Part-time Personnel
- H. Medical Plan Financial Report for April 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, June 6, 2016 at 5:00 p.m., Seibert Conference Room, Belleville Campus**

#### **8. Adjournment**