

**PERSONNEL, PROGRAMS AND SERVICE COMMITTEE
AGENDA**

**Seibert Conference Room
Belleville Campus
May 11, 2022 - 5:30 p.m.**

1. Call to Order and Roll Call

2. Approval of Minutes

A. Regular Meeting - April 13, 2022

3. Standard Committee Operations Items

A. Grant and Agreements - New, Revised or Renewal

B. Course Fees (First Day Access Program; Art)

C. Student Services Update

4. Executive Session to Discuss Personnel (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. Personnel Issues

A. Resignations

1. Robin Blanc, Academic Advisor

2. Jill Baudendistel, Academic Advisor and Program Specialist

3. Cherie Campbell, Physical Science Lab Technician

4. Bethany Phillips, Practical Nursing Instructor

5. Dr. Paige Mettler-Cherry, Associate Dean of Arts & Sciences

B. Retirement Notifications

1. Anne Mastromatteo, Administrative Assistant to the Dean of Arts & Sciences

2. Kim Snyder, Coordinator/Instructor, Physical Therapy Assistant program

3. Robert Anderegg, Custodian

C. Appointments

1. Full-time Administrative Position: Associate Director of Student Services

2. Full-time Administrative Position: Academic Advisor and Program Specialist (2)

3. Full-time Administrative Position: Coordinator of Academic Programs

4. Full-time Administrative Position: Career Services Coordinator

5. Full-time Administrative Position: Career and Employment Specialist

6. Full-time Administrative Position: Accountant I

7. Full-time Administrative Position: Accountant I

8. Full-time SWIC EE Position: Accounts Payable Clerk

9. Full-time SWIC EE Position: Purchasing Assistant

10. Full-time SWIC EE Position: Food Service Coordinator at SWGCC

11. Full-time Faculty Position: Assistant Professor of Art

12. Full-time Faculty Position: Culinary Arts Instructor

13. Full-time Faculty Position: Coordinator/Instructor, Nursing Education

14. Full-time Faculty Position: Coordinator/Instructor, Administration of Justice and Director of Police Academy

15. Full-time Faculty Position: Management and Marketing Instructor

16. Full-time Faculty Position: Radiologic Technology

D. Authorization to Hire

1. Part-time SWIC EE Position: Success Programs Support Specialist, BC
2. Part-time Instructors:
 - Paige Mettler-Cherry, Biology (6.1.22)
 - Grady Phillips, Biology (8.1.22)
 - Angela Rovnyak, Biology (8.1.22)
 - Amanda Avona, Biology (8.1.22)
 - Dre Rice, Foreign Language: German (8.15.22)
 - Kyle Kunkle, Health and Exercise Science (8.1.22)
 - Michael Nolen, Remedial Studies-ESL (8.1.22)
 - Marlila Kariacheva, Remedial Studies-ESL (8.1.22)
 - Angelique Douglas, Remedial Studies w/additional duties (6.1.22)
 - Elizabeth Farar, Remedial Studies w/additional duties (6.1.22)
 - Stefani Pittman, Redial Studies w/additional duties (6.1.22)
 - Dawn Strake, Remedial Studies w/additional duties (6.1.22)
 - Henrietta Young, Remedial Studies w/additional duties (6.1.22)
 - Melissa Pellizzaro, Practical Nursing Clinical Instructor (6.6.22)
 - Susan Stubblefield, Medical Laboratory Technology (6.6.22)
3. Part-time Summer Members (17), Belleville Americorps Program, 21/22 Program Year
4. Part-time Public Safety Dispatcher-Belleville Campus
5. Part-time Grant-funded SWIC EE Position: ATS Driver (2)
6. Part-time Non-union Position: COVID Compliance Monitor (5)

E. SWIC EE Position Classification Review for SSS-004

F. Authorization to Create and to Advertise:

1. Full-time SWIC EE Position: Student Life and Special Events Specialist (2)
2. Full-time Administrative Position: Dual Credit Specialist
3. Full-time Administrative Position: Running Start Specialist
4. Full-time SWIC EE Position: Instructional Support Technician
5. Full-time Grant-funded Safety & Training Coordinator, ATS (2)
6. Full-time Grant-funded Administrative Position: AEL Grant Manager
7. Full-time Grant-funded Administrative Position: ECE Success Coordinator (2)
8. Full-time Faculty Position: Instructor, Administration of Justice & Police Academy
9. Part-time Faculty Position: Instructor, Diagnostic Medical Sonography
10. Part-time Faculty Position: Instructor, Agriculture Business Management

G. Authorization to Advertise

1. Full-time Administrative Position: Academic Advisor and Program Specialist
2. Full-time SWIC EE Position: Enrollment Services Specialist (2)
3. Full-time SWIC EE Position: Accounts Receivable Clerk (Evening), BC
4. Full-time Administrative Position: Director of Financial Aid, Student Employment and Veteran Services
5. Part-time SWIC EE Position: Reception Area Assistant
6. Part-time SWIC EE Position: Lead Switchboard Operator
7. Part-time Custodian-PSOP
8. Full-time Custodian-BC (2)
9. Part-time Grant-funded SWIC EE Position: Field Coordinator, SCP, Madison County
10. Part-time Position: Head Coach, Men's Soccer
11. Full-time Faculty Position: Industrial Technology/Mechanical Systems
12. Full-time Administrative Position: Associate Dean of Arts & Sciences
13. Full-time SWIC EE Position: Administrative Assistant to the Dean of Arts & Humanities
14. Full-time Faculty Position: Deputy Director/Instructor Police Academy & Administration of Justice

15. Full-time Faculty Position: Nursing Education

16. Full-time Grant-funded Faculty Position: Practical Nursing/Nurse Assistant

17. Full-time Grant-funded SWIC EE Position: Youth Services Coordinator

H. Monthly Notification of Part-time Personnel for April 2022

7. Any Other Committee Related Business

8. Miscellaneous

9. Adjournment

Next scheduled meeting: Wednesday, June 8, 2022
5:30 p.m.
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