

PERSONNEL, PROGRAMS AND SERVICES COMMITTEE
Seibert Conference Room
Belleville Campus
August 10, 2022
5:30 p.m.

Committee members present:	Steve Campo, Chairman Nick Raftopoulos
Committee member absent:	Sara Soehlke
Trustees present:	Charles Hannon Robert G. Morton Richard Roehrkasse
Administrators present:	Nick J. Mance Linda Andres Danielle Chambers Missy Roche Gina Segobiano, Ed.D. Robert Tebbe Bernie Ysursa
Attorney present:	Garrett Hoerner

CALL TO ORDER

Chairman Campo called the meeting to order at 5:30 p.m.

APPROVAL OF MINUTES

Mr. Raftopoulos moved, seconded by Mr. Campo, to approve the minutes of the regular meeting of July 13, 2022 as presented. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. **PASSED**

GRANTS AND AGREEMENTS

Mr. Raftopoulos moved, seconded by Mr. Campo, to recommend the Board of Trustees accept the following grants, approve the following agreements, accept gifts to the college, and amend the 2022-2023 Academic Calendar and 2022-2023 Adult Education Calendar:

- continuing ICCB grant for the Early School Leaver Transition Program in the amount of \$60,000 for the period July 1, 2022 through June 30, 2023 to implement services for high-school dropouts;
- continuing AmeriCorps Seniors federal grant for the Foster Grandparent Program in the amount of \$307,291 for the period July 1, 2022 through June 30, 2023 to provide mentoring and tutoring to special needs children ranging in age from infancy to twenty-one;

- continuing St. Clair County Mental Health 708 Board grant for the Older Adult Services Counseling Program in the amount of \$108,567 for the period July 1, 2022 through June 30, 2023 to assist in providing individual counseling, group support, and information/referral, targeting seniors age 60 and older, and caregivers of seniors;
- continuing AmeriCorps Seniors federal grant for the Senior Companion Program in the amount of \$440,468 for the period July 1, 2022 through June 30, 2023 to provide volunteer services by income eligible adults age 55 and older to those at risk of institutionalization;
- renewal agreement with OSF MEAA Healthcare System to allow students in the Health Sciences program to participate in clinical experience;
- new affiliation agreement with Protestant Memorial Medical Center to allow students in the Diagnostic Medical Sonography program to participate in clinical experience;
- renewal affiliation agreement with BJC-St. Louis Children’s Hospital to allow students in the Medical Laboratory Technology program to participate in clinical experience;
- renewal affiliation agreement with BJC-Barnes Jewish to allow students in the Medical Laboratory Technology program to participate in clinical experience;
- renewal articulation agreement with SIU Edwardsville to increase opportunities to obtain a bachelor degree in Exercise Science;
- renewal articulation agreement with SIU Edwardsville to increase opportunities to obtain a bachelor degree in Physics;
- renewal articulation agreement with SIU Edwardsville to increase opportunities to obtain a bachelor degree in Public Health;
- renewal articulation agreement with SIU Edwardsville to increase opportunities to obtain a bachelor degree in International Studies;
- gifts to the SWGCC Success Center; the Pharmacy Technician Program; HVAR; and Medical Laboratory Technology; and
- amended 2022-2023 Academic Calendar and amended 2022-2023 Adult Education Calendar.

Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. The motion carried. (These items will appear on the consent agenda.)

STUDENT SERVICES HIGHLIGHTS

Chief Student Services Officer Danielle Chambers provided the following report and added the report is just a portion of what staff does. August and January are their most busy months, and they are working very hard. She is aware there is currently a wait for students requiring services, which

she is trying to improve upon by utilizing pagers that notify students of their wait status. Trustees Campo and Hannon commended Ms. Chambers and her staff on a very good job.

Our Student Services Division continues to assist our students to ensure that they have a positive educational experience. Below are our monthly highlights:

- Student Life and Diversity and Inclusion team is expanding, and they have built out a schedule of events for the semester. Student life/College Activity are still recruiting for College Activity Board Members for all campuses.
- Careers and Advising are working together to make sure students are linked with the proper services. Students that are unsure of a pathway can be referred directly to Careers where they can work with them through a program called “Career Scope”
- Student Services extended team have created a plan to address the new IL law requiring Higher Education to release transcripts to employers of students who have an outstanding balance.
- Student Services subcommittee “Building a Better Tomorrow” met this month to discuss initiatives that were recently explored as well as any new ideals the departments were going to be implementing.
- DAC is beginning to explore having electronic formats for their intake process. They are also going to be working closer with Careers with referrals for assistance.
- Careers completed their first Job/Soft skills training in July. The targeted audience was 10 participants in the Illinois Works pre-apprenticeship grant program (Highway Construction).
- July 22nd the East St. Louis LPN program had a family fun day that highlighted the hard work of the St. Louis Cohort and their completion of the program. Graduation for that cohort was held Thursday July 28, 2022, at the Belleville Campus.

EXECUTIVE SESSION

Mr. Raftopoulos moved, seconded by Mr. Campo, to move into Executive Session at 5:43 p.m. to discuss personnel (5 ILCS 120/2(c)(1)) and collective bargaining (5 ILCS 120/2(c)(2)). Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. The motion carried.

There was consensus to return to regular session at 6:08 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

There was no action taken as a result of Executive Session.

PERSONNEL ISSUES

Chairman Campo entertained an omnibus vote for all remaining topics on the agenda and to place on the consent agenda those items that require Board approval. There was agreement from the committee.

RESIGNATIONS

Andrew Craig, Aviation Maintenance Instructor
Maddie Gauch, Social Media Specialist
Latrice Brimmage, Academic Advisor and Program Specialist
Aleisha Brown, Foundation Special Events Administrative Assistant

RETIREMENT NOTIFICATION

Karla Brown, Office Administration and Technology Instructor COB May 31, 2023
Pamela Stacy, Senior Systems Analyst Programmer COB August 5, 2022

APPOINTMENTS

Cory Gool to the full-time administrative position of Systems Analyst Programmer effective September 1, 2022 at an annual salary of \$57,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators;

Andrew Halford-Mechem to the full-time SWIC EE position of Instructional Support Technician with district-wide responsibilities effective September 1, 2022 at an annual salary of \$37,055 in accordance with the SWIC EE Collective Bargaining Agreement;

Christina Curry to the full-time administrative position of Academic Advisor effective September 1, 2022 at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;

Cheryl Higgins to the full-time administrative position of Academic Advisor effective September 1, 2022 at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;

Karen Schaller to the full-time administrative position of Academic Advisor effective September 1, 2022 at an annual salary of \$40,500, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;

Dominique Bibbs to the full-time SWIC EE position of Student Life and Special Events Specialist effective September 1, 2022 at an annual salary of \$30,926 in accordance with the SWIC EE Collective Bargaining Agreement;

Michelle Que to the full-time administrative position of Accountant II effective September 1, 2022 at an annual salary of \$59,000, salary grade 4, and subject to the provisions of the Personnel Procedures for Administrators;

Christian Dryden to the full-time SWIC EE position of Student Accounts Receivable Clerk at the Belleville Campus effective September 1, 2022 at an annual salary of \$32,813 in accordance with the SWIC EE Collective Bargaining Agreement;

Leroy Crisp to the full-time administrative position of Program Outreach Coordinator effective September 1, 2022 at an annual salary of \$50,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators;

Laura Vahlkamp to the full-time administrative position of Admissions Coordinator effective September 1, 2022 at an annual salary of \$50,000 and subject to the provisions of the Personnel Procedures for Administrators;

Katie Dawson to the full-time administrative position of Director of Financial Aid, Veteran Services and Student Employment, effective September 1, 2022 at an annual salary of \$79,500, salary grade 6, and subject to the provisions of the Personnel Procedures for Administrators;

Rebecca Rouch to the full-time SWIC EE position of Financial Aid Reception Area Specialist effective September 1, 2022 at an annual salary of \$30,927 and subject to the provisions of the SWIC EE Collective Bargaining Agreement;

Katie Gehrer to the full-time position of Custodian effective September 1, 2022 at an hourly rate of \$21.15 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union;

Phillip Justice to the full-time position of Custodian effective September 1, 2022 at an hourly rate of \$21.15 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Service Employees Union;

Charlton Watson the full-time grant-funded SWIC EE ATS position of ATS Driver effective August 19, 2022 at an hourly rate of \$21.00 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule and a projected 40-hour work week;

Farissa Smith to the full-time grant-funded SWIC EE ATS position of ATS Driver effective September 1, 2022 at an hourly rate of \$21.00 based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule and a projected 40-hour work week;

Marc Roach to the full-time faculty position of Aviation Maintenance Technology Instructor effective August 1, 2022 at a salary of \$48,011 following the salary schedule placement Below Masters of Step 1 of the 2021-2022 Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local #4183;

Joel Sutherland to the full-time faculty position of Heating, Ventilation, Air Conditioning & Refrigeration Instructor effective August 15, 2022 at a salary of \$50,921 following the salary schedule placement Below Masters of Step 5 of the 2021-2022 Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local #4183;

Christopher Thompson to the full-time faculty position of Administration of Justice/Police Academy Instructor effective September 1, 2022 at a salary of \$57,659 following the salary schedule placement Ph.D./JD, Step 1 of the 2022-2023 Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local #4183;

Dan Wunder to the full-time faculty position of Administration of Justice/Police Academy Instructor effective September 1, 2022 at a salary of \$51,461 following the salary schedule placement Master's Step 1 of the 2022-2023 Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local #4183;

Angie Rhinehart to the full-time faculty position of Licensed Practical Nurse/Certified Nurse Assistant Faculty effective August 15, 2022 at a salary of \$51,461 following the salary schedule placement Master's Step 1 of the 2022-2023 Collective Bargaining Agreement between Southwestern Illinois College District #522 and Faculty Union Local #4183;

Lachelle Dowell to the full-time grant-funded administrative position of Out of School Youth Coordinator effective August 18, 2022 at an annual salary of \$40,500 and subject to the provisions of the Personnel Procedures for Administrators;

Elizabeth Farar to the full-time grant-funded administrative position of AEL Grant Manager effective August 18, 2022 at an annual salary of \$51,310 and subject to the provisions of the Personnel Procedures for Administrators;

Brandon Barnes to the full-time grant-funded administrative position of Human Resources Business Partner, ATS effective September 16, 2022 at an annual salary of \$58,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators.

AUTHORIZATIONS TO HIRE

the following individuals to the part-time grant-funded SWIC EE positions of ATS Driver effective August 19, 2022 at an hourly rate of \$18.00 for up to 28 hours per week based on the SWIC ATS IFT-AFT Local 6600 Salary Schedule:

Steven Pierce
Tashema Funches
Lori Farmer
Atiya Tarvin
Corey Robinson
Jamie Matthews
Pauline Rushing
Angela Eichelberger;

the following individuals to the part-time positions of Custodian effective September 1, 2022 at an hourly rate of \$14.07 for up to 28 hours per week based on the Collective Bargaining Agreement between District 522 and Local 148:

Michael Hurst
Demontez McKinney
Jacob Edwards;

Sean McElligott to the part-time grant-funded position of Custodian effective September 1, 2022 at an hourly rate of \$14.07 for up to 28 hours per week subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148;

Mark A. Sanchez as Assistant Coach Women's Soccer and to initiate the coaching contract for the 2022-2023 academic year in the amount of \$6,532;

Laura Cruse to the part-time grant-funded position of RSVP Secretary effective September 1, 2022 at an hourly rate of \$14.53 for up to 28 hours per week and subject to the continued receipt of external funding;

Alicia N. Johnson to the part-time SWIC EE position of Employment Training Specialist effective September 1, 2022 at an hourly rate of \$20.93 for up to 28 hours per week and in accordance with the SWIC EE Collective Bargaining Agreement;

James Dowling to the part-time SWIC EE position of Academic Records Evaluator effective September 1, 2022 at an hourly rate of \$19.56 for up to 28 hours and in accordance with the SWIC EE Collective Bargaining Agreement;

Ticia Metheney to the part-time SWIC EE position of Success Programs Support Specialist at the Belleville Campus effective September 1, 2022 at an hourly rate of \$14.53 for up to 28 hours per week and in accordance with the SWIC EE Collective Bargaining Agreement;

Joseph Thomason to the part-time SWIC EE position of Success Programs Support Specialist at the Sam Wolf Granite City Campus effective September 1, 2022 at an hourly rate of \$14.53 for up to 28 hours per week and in accordance with the SWIC EE Collective Bargaining Agreement;

Debra Roberts to the part-time position of Sign Language Studies LACE Assistant effective August 22, 2022 at an hourly rate of \$20.37;

the following part-time instructors:

Matt Galligos, Construction Management Technology (8/15/22);
Joshua Weight, Biology (8/10/22);
Michael Dealy, Aviation Maintenance Technology (7/18/22);
Brenda Boyd, Diagnostic Medical Sonography (8/1/22);
Brooke Tosovsky, English as a Second Language Remedial with additional duties (8/1/22);
Deepa Jaswal, English as a Second Language Remedial with additional duties (8/1/22);
Nicholas Fayhey, Construction Management Technology (8/15/22);
Leonard Harris, Construction Management Program with additional duties at the East St. Louis Campus supported by IDOT Pre-Apprenticeship Grant Program (8/31/22);
Linda Dawkins, Chemistry (8/8/22)

the following individuals to the Belleville AmeriCorps Program for the 2022/2023 Program Year:

Asia Flood
Jan Worms
Joshua Short
Megan Devine
Rachelle Parker
Sharrika Wyatt
Shawn Champ.

AMENDED EMPLOYMENT START DATES

the employment start date to August 16, 2022 for Sonia Schuler, full-time grant-funded administrative position of Coordinator of Nursing Success;

the employment start date to August 16, 2022 for Evelin Calderon, full-time Public Safety Commissioned Officer at the Belleville Campus;

the employment start date to July 25, 2022 for Anthony Williams, part-time grant-funded ATS Driver.

JOB CLASSIFICATION CHANGE

Sergio Perez Lamas, full-time Commissioned Public Safety Officer at the Belleville Campus, to the part-time position of Certified Commissioned Public Safety Officer at the Belleville Campus effective July 15, 2022.

INCREASED NUMBER OF FULL-TIME ATS DRIVERS

the number of positions of full-time grant-funded ATS Drivers from six to ten to assist with increased demand in service.

AUTHORIZATION TO CREATE AND TO ADVERTISE

Full-time grant-funded Administrative position: Coordinator of Health Sciences Success;

Full-time grant-funded Administrative position: Coordinator of Health Sciences Pathway;

Full-time grant funded Faculty position: Medical Assistant/Medical Laboratory Technology Instructor;

Full-time grant-funded Faculty position: Phlebotomy Instructor;

Full-time grant-funded Faculty position: Licensed Practical Nursing/Certified Nursing Assistant Instructor;

Full-time SWIC EE position: Shipping and Receiving Clerk; and

Full-time grant-funded Administrative position: Director, Retired & Senior Volunteer Program.

AUTHORIZATION TO ADVERTISE

Full-time Administrative Position: Social Media Specialist

Full-time SWIC EE Position: Computer Support Technician

Full-time Administrative Position: Senior Systems Analyst Programmer

Full-time Administrative Position: Database Administrator

Full-time Administrative Position: Accountant I

Full-time SWIC EE Position: Enrollment Services Specialist

Full-time SWIC EE Position: Administrative Assistant, Physical Plant, SWGCC

Full-time Grant-funded ATS Driver (continuous)

Full-time Administrative Position: HRIS and Benefits Specialist

Part-time Grant-funded Non-union Position: Tutor
Part-time Grant-funded SWIC EE Position: Special Projects Coordinator Vocational Programs
Full-time Grant-funded SWIC EE Position: Program and Assessment Coordinator

MONTHLY NOTIFICATION OF PART-TIME PERSONNEL FOR JULY 2022

There were four newly-hired positions; three Persons of Interest; three terminations; and two declinations of employment.

Mr. Raftopoulos moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the personnel items as presented. Upon a roll call vote, those trustees voting aye were Mr. Raftopoulos and Mr. Campo. Nays: none. Absent: Ms. Soehlke. The motion carried. (These items will appear on the consent agenda.)

NEXT SCHEDULED MEETING

The next scheduled meeting of the Personnel, Programs and Services Committee is Wednesday, September 14, 2022 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Raftopoulos moved, seconded by Mr. Campo, to adjourn the meeting at 6:30 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees