

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE  
AGENDA**

**Seibert Conference Room  
Belleville Campus  
October 12, 2022  
5:30 p.m.**

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**1. Call to Order and Roll Call**

**2. Approval of Minutes**

- A. Regular Meeting - September 14, 2022
- B. Executive Session - September 14, 2022

**3. Standard Committee Operations Items**

- A. Grants and Agreements - New, Revised or Renewal
- B. Gifts to the College
- C. Course Fees
- D. Student Services Highlights/Updates

**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. Kelsey Fritsche, Academic Advisor
  - 2. Marshal Brooks, Commissioned Public Safety Officer at the Belleville Campus
- B. Retirement Notifications
  - 1. Carolyn Beal, ECE/EDU Coordinator/Instructor
  - 2. Adela McColpin, Accountant II
  - 3. Richard Spencer, Professor of Philosophy (corrected date COB 07.31.24)
- C. Appointments
  - 1. Full-time Administrative Position: HRIS and Benefits Specialist
  - 2. Full-time Administrative Position: Senior Systems Analyst Programmer
  - 3. Full-time Administrative Position: PeopleSoft Database Administrator
  - 4. Full-time Grant-funded SWIC EE Position: ATS Safety and Training Coordinator
  - 5. Full-time Administrative Position: Associate Dean of Arts & Sciences
  - 6. Full-time Administrative Position: Social Media Specialist
  - 7. Full-time Administrative Position: Academic Advisor and Program Specialist (2)
  - 8. Full-time SWIC EE Position: Student Accounts Receivable Clerk at the Belleville Campus
  - 9. Full-time Grant-funded Instructor: Medical Assistant/Medical Lab Technology
  - 10. Full-time Grant-funded Instructor: Phlebotomy
  - 11. Full-time Administrative Position: Science Lab Coordinator
  - 12. Full-time SWIC EE Position: Shipping and Receiving Clerk at the Belleville Campus
- D. Authorization to Hire
  - 1. Part-time SWIC EE Position: Digital Print Technician at the Belleville Campus
  - 2. Part-time Custodian
  - 3. Part-time Grant-funded SWIC EE Position: ATS Dispatcher (2)
  - 4. Part-time Grant-funded SWIC EE Position: ATS Driver (6)
  - 5. PTNU Positions:
    - Grace Kohring PTA LACE Assistant (09.26.22)
    - Sylvia Courtney, Tutor-AEL (11.1.22)

6. Part-time Instructors:

Dr. Michael Dyer, Biology (SURS Annuitant 08.18.22)  
John Cunningham, Construction Management (grant-funded 09.26.22)  
William Stone, IML 105 (grant-funded 10.05.22)  
Nicholas Emke, Precision Machining Technology (10.19.22)  
Daniel Wymouth, Construction Management (01.09.23)  
Darin Hartman, EMS (01.03.23)  
Geng Liu, Biology (01.06.23)

7. Belleville AmeriCorps Program Members for the 2022/2023 Program Year (2)

E. Authorization to Create and to Advertise:

1. Full-time SWIC EE Position: General Lab Technician-Physical Science, Belleville Campus
2. Full-time Administrative Position: Associate Dean of Technical Education and Workforce Development
3. Full-time Administrative Position: Director of Schmidt Art Center
4. Full-time Grant-funded Administrative Position: Coordinator of Success Coaching

F. Authorization to Advertise

1. Full-time Administrative Position: Systems Analyst Programmer
2. Full-time Administrative Position: Systems Administrator
3. Part-time SWIC EE Position: Success Programs Support Specialist (3)
4. Full-time Custodian Position at the Belleville Campus
5. PTNU Position: HVAR Lab Technician at the ESL Campus
6. Full-time Grant-funded Administrative Position: Out of School Youth Coordinator, Red Bud Campus
7. Full-time Administrative Position: Recruitment and Retention Specialist
8. Full-time Administrative Position: Accountant II
9. Full-time SWIC EE Position: General Laboratory Technician

G. Adult Education and Literacy Position Changes

H. SWIC EE Position Classification Review for SSS-062 (includes Request to Advertise)

I. Transfer Request for Part-time Commissioned Public Safety Officer from the Sam Wolf Granite City Campus to the Belleville Campus

J. Benefit Renewal Recommendations for 2023 Plan Year

K. Monthly Notification of Part-time Personnel for September 2022

**7. Any Other Committee Related Business**

**8. Adjournment**

Next scheduled meeting:      Wednesday, November 9, 2022  
5:30 p.m.  
Seibert Conference Room  
Belleville Campus