

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE  
AGENDA**

**Seibert Conference Room  
Belleville Campus  
July 10, 2024  
5:30 p.m.**

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- 1. Call to Order and Roll Call**
- 2. Approval of Minutes**
  - A. Regular Meeting of June 12, 2024
- 3. Standard Committee Operations Items**
  - A. Grants and Agreements
  - B. Student Services Highlights
- 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. Andre Hill, Accountant I
    2. Liz Jennings, Associate Director of the Foundation
    3. Misty Dickey, Nursing Education Instructor
    4. Judith Martin, General Laboratory Technician
    5. Jennifer Van Wyk, Assistant Professor of Chemistry
  - B. Retirement Notification
    1. Sheila Willis, Student Services Coordinator
  - C. Appointments
    1. Full-time Industrial Technology/Precision Machining Coordinator/Instructor
    2. Full-time Sociology Instructor
    3. Full-time Grant-funded Administrative Position: Coordinator of Health Sciences Success
    4. Full-time Grant-funded Administrative Position: Coordinator of Nursing Success
    5. Full-time Administrative Position: Math Success Coach
    6. Full-time Administrative Position: English Success Coach
    7. Full-time Administrative Position: Recruitment and Retention Specialist
    8. Full-time Administrative Position: College Inclusion and Recruitment Specialist
    9. Full-time Public Safety Commissioned Officer, Belleville Campus (EH)
    10. Full-time Public Safety Commissioned Officer, Belleville Campus
    11. Full-time SWIC EE Position: Instructional Support Technician
    12. Full-time SWIC EE Position: Secretary for Instructional Services, Belleville Campus
  - C. Authorization to Hire
    1. Part-time Physical Fitness Specialist: Ivan Simms (EH)
    2. Part-time Success Programs Support Specialists: Leandra Reed and Sydney Blecha (EH)
    3. Part-time Library Services Assistant: Emily Bechtold (EH)
    4. Part-time Grant-funded SWIC ATS Reservationist: Octavia McDonald (EH)
    5. Part-time Grant-funded SWIC ATS Drivers: Keisha Collins, Candice Scott, Tiffany Weymouth
    6. Part-time Website Manager & Communications Specialist: Michael Silhavy

7. Part-time Instructors:
- |                       |   |
|-----------------------|---|
| Kenneth Nichols       | Cybersecurity, Networking and Cisco Program   |
| Elizabeth Baily Smith | Communication Arts                            |
| Suan Rachels          | Nursing Education                             |
| Lyndsie Muyleart      | Nursing Education                             |
| Misty Dickey          | Nursing Education (transfer from FT position) |
| Jose Oppenheimer      | Spanish (EH)                                  |
| Hannah Howell         | Sociology                                     |
| Abigail Murphy        | Sociology                                     |
| Tom Mesey             | Administration of Justice                     |
| Ashley Robbins        | Administration of Justice                     |
| Scott Stroud          | Administration of Justice                     |
- D. FY 2025 Part-time Coaching Contracts
- E. Amended Dates
1. Amended August 1, 2024 Start Date for Scott Schuetz, Cybersecurity, Networking, and Cisco Academy Instructor
  2. Amended December 20, 2024 Retirement Date for Geralyn Hobbs, Administrative Assistant to the Dean
- F. Authorization to Create and to Advertise
1. Part-time Grant-funded SWIC EE Position: Special Projects Coordinator-Adult Education Transitions
- G. Authorization to Continuously Advertise
1. Part-time Non-Union Grant-funded Position: Adult Education PTNU Tutors
  2. Part-time Grant-funded Faculty Position: Adult Education Spanish Instructors
- H. Authorization to Advertise
1. Full-time Administrative Position: Accountant I
  2. Part-time SWIC EE Position: Computer Support Technician
  3. Part-time Grant-funded SWIC EE Position: TRIO Data Specialist
  4. Full-time Grant-funded Administrative Position: Career Transition Coordinator/AEL Site Manager
  5. Full-time Nursing Education Faculty (2), BC and SWGCC
  6. Full-time Chemistry Instructor
  7. Full-time SWIC EE Position: Administrative Assistant to the Dean of Teaching, Learning and Success Programs
  8. Full-time SWIC EE Position: General Laboratory Technician
  9. Part-time SWIC EE Position: Math/Sciences Specialist at SWGCC
  10. Part-time SWIC EE Position: English Specialist
  11. Part-time Grant-funded SWIC EE Position: Senior Companion Program Field Coordinator-Madison County
  12. Part-time Non-Union Coaching Positions
- I. Monthly Notification of Part-time Personnel for June 2024

**7. Any Other Committee Related Business**

**8. Adjournment**

**Next scheduled meeting: Wednesday, August 14, 2024  
5:30 p.m.  
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