

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**October 9, 2024**  
**5:30 p.m.**

Committee members present: Steve Campo, Chair  
Matthew Burke  
Nick Raftopoulos

Trustees present: Mark Morton  
Dane Tippett

Administrators present: Nick J. Mance  
Linda Andres  
Danielle Chambers  
Sue McClure  
Brad Sparks  
Robert Tebbe  
Jacob Wheeler  
Bernie Ysursa

Attorney present: Garrett Hoerner

**CALL TO ORDER**

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

**STANDARD COMMITTEE OPERATIONS**

**Grants**

Renewal State of Illinois/ICCB state grant in the amount of \$595,000.00 for the period July 1, 2024 through June 30, 2026 to develop manufacturing curriculum and apprenticeship development, customized/contract training, internships and job placement for graduating students;

Renewal State of Illinois/ICCB federal grant in the amount of \$1,194,418.00 for the period July 1, 2024 through June 30, 2025 to develop academic knowledge and technical and employability skills of secondary and postsecondary education students who elect to enroll in CTE programs and programs of study;

Renewal Secretary of State Illinois Library state grant in the amount of \$84,384.00 for the period July 1, 2024 through June 30, 2025 to offer the Project Read Adult Volunteer Literacy Program; and

Renewal State of Illinois/ICCB state grant in the amount of \$50,000.00 for the period July 1, 2024 through June 30, 2025 to facilitate implementation of the Mental Health Early Action on Campus Act.

### **Agreements**

Renewal affiliation agreements with the following to provide practicum opportunities to students enrolled in the Early Childhood Education instructional program at SWIC:

Laugh & Learn Preschool and Childcare Center  
Together Wee Grow  
Trinity Lutheran Daycare  
Early Childhood Center Too  
Kaleidoscope of Kids  
Powell's Academy  
Three Springs Preschool  
Tree Hut;

Renewal affiliation agreements with the following to provide practicum opportunities to students enrolled in the Human Services Technology instructional program at SWIC:

Charter Senior Living  
Emergent Learning Center;

New ICCB/Illinois Remedial Data Sharing Agreement template to provide individualized information to the requesting district high school regarding its students who enroll in remedial education classes at the community college; (effective January 1, 2024 community college districts are required [upon request] to provide);

Renewal 2024-2025 Dual Credit Partnership Agreement template between Southwestern Illinois College and partner high schools;

Renewal 2025-2026 Intergovernmental Cooperation Agreement template with Running Start partner high schools; and

Renewal 2025-2026 Intergovernmental Cooperation Agreement template with Running Start for home schooled students.

### **Gift to the College**

Goldfish, fruit snacks, and cheese and peanut butter crackers donated to the Soup & Snack Program at the Success Center.

### **Course Fees**

Course fees for FILM courses; PTA (Physical Therapy Assistant) courses; HES (Health and Exercise Science) course; AVE (Avionics) courses; EET (Industrial Electricity) courses; and HVAR (Heating, Ventilation, Air Conditioning & Refrigeration) courses.

### **Student Services Highlights**

Chief Student Services Officer Danielle Chambers provided the following report:

The "Commit to Complete" initiative held a meet and greet. The overall goal of the project is to enhance the student experience and to demonstrate that SWIC supports its students.

The Career and Workforce Development continues to provide pre-apprenticeship programs and paid opportunities to have soft skills training. These courses are offered to employers, job seekers, and other education-based organizations.

Careers and Workforce Development have partnered with Scott Airforce Base and SWIC's VA Coordinator to have a Job Fair & Resource event. The event will be held in the gymnasium on November 19, 2024 @ 11 am-2pm.

Workforce Development and Career Pathways director Mike Conley, West Star Aviation Chief People Officer Katie Johnson, and Madison County Employment and Training director Tony Fuhrmann participated in a presentation this past Spring at the state Workforce Innovation and Opportunity Act (WIOA) Summit on SWIC's partnership with West Star to develop the company's first-ever Apprenticeship Academy. Based on the popularity of the presentation, the trio was invited to reprise the presentation at an Apprenticeship Boot Camp September 23 in Joliet, as an example of successful collaboration between business, government, and education. The Boot Camp activity was coordinated by the Apprenticeship Illinois committee of the Illinois Workforce Innovation Board (IWIB).

Shopping Carts have been open and enrollment will take place on October 3<sup>rd</sup> and 4<sup>th</sup> for Priority students and October 7<sup>th</sup> for all students.

The Student Services team is taking a step back and evaluating their practices and policies to ensure that they remain in line with the mission and vision of the college while meeting the student's needs.

Student Life has been busy engaging students on all campuses. Events that have taken place are (Welcome Back events) Un-pool Party, Voter Registration, Red Bud Butterfly Fest, Club Fest, Wellness events, and Commit to Complete Kick rally (at each campus).

### **CAO Instructional Divisions Update**

Interim Chief Academic Officer Brad Sparks provided the following report:

Spring 2025 semester shopping carts are now open, Registration starts in October.

Dave Collins is kicking off the Southwest Math Conference Competition, hosting hundreds of high school students from area high schools.

The Annual Mum Sale happened Sept. 11-14, 19-21.

Spencer Schuchman attended the 100 Years of Horsepower at Renner Stock Farms on Aug 29-31 to recruit Ag students.

#### **Events:**

Manufacturing Day, SWGCC – October 4 had 1700 students from 35 different high schools from both sides of the river. This is the 12<sup>th</sup> year for this event.

Anatomy & Physiology Day is Oct 25<sup>th</sup>. There will be hands-on activities in the first floor lounge.

The musical “The Last Five Years” is October 18-20 in the Belleville Campus Theatre.

National Day of Writing Celebration is October 22.

National Education Day is October 23.

The Paralegal program is a co-sponsor of the expungement summit with St. Clair County on Oct 26.

**ROLL CALL VOTE**

Mr. Burke moved, seconded by Mr. Raftopoulos, to recommend the Board of Trustees accept the grants; approve the agreements; accept the gift to the college; and approve the course fees. Upon a roll call vote, those trustees voting aye were Mr. Burke, Mr. Raftopoulos and Mr. Campo. Nays: none. The motion carried. (These items will appear on the consent agenda.)

**PERSONNEL ISSUES**

Chairman Campo entertained an omnibus vote for all the agenda items (5.A.-G.) to place on the consent agenda. Any questions were addressed at the conclusion.

Mr. Raftopoulos moved, seconded by Mr. Burke, for an omnibus vote for agenda items 5.A.-G. and to place on the consent agenda. Upon a roll call vote, those trustees voting aye were Mr. Burke, Mr. Raftopoulos and Mr. Campo. Nays: none. The motion carried.

**Resignations**

Linda Wergzyn, Grants Manager	COB 12-12-24
Eric Spells, ATS Driver	COB 08-27-24
Angela Jackson, ATS Safety and Training Coordinator	COB 08-17-24
Todd Huskey, Commissioned Public Safety Officer, BC	COB 10-03-24

**Appointments**

Terresa Kelley to the full-time SWIC EE grant-funded position of Secretary for Instructional Services effective October 17, 2024 at an annual salary of \$31,863 and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO and the continued receipt of external funding;

Conswala Jones to the full-time grant-funded administrative position of Career Transition Coordinator/AEL Site Manager effective October 17, 2024 at an annual salary of \$57,000, salary grade 3, and subject to the provisions of the Personnel Procedures for Administrators and the continued receipt of external funding;

ratify the emergency appointment of Rebecca Sadler to the full-time administrative position of Theatre Coordinator effective October 10, 2024 at an annual salary of \$41,000, salary grade 1, and subject to the provisions of the Personnel Procedures for Administrators;

Holly Rongey to the full-time SWIC EE position of Enrollment Specialist effective November 1, 2024 at an annual salary of \$31,863, and subject to the provisions of the SWIC Educational Employee Collective Bargaining Agreement;

Gregory Hadden to the full-time Custodian position effective November 18, 2024 at an hourly rate of \$21.15 subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 116, Services Employees Union;

Mandy Jo Wollin to the full-time position of Nursing Education Instructor effective November 1, 2024 at a pro-rated base salary of \$38,681.26 (Step 1, Master's 0-14) for the remainder of the 2024-2025 Academic Year; base salary for 2024-2025 Academic Year is \$52,496; and

Sarah Rohrbach to the full-time administrative position of Academic Advisor and Intake Specialist effective November 1, 2024 at an annual salary of \$47,000, salary grade 2, and subject to the provisions of the Personnel Procedures for Administrators.

**Part-time Hires**

Monique McClure White as a part-time member in the Belleville AmeriCorps Program for the 2024/2025 Program Year effective after October 16, 2024;

James Usery to the part-time SWIC EE grant-funded position of Special Projects Coordinator-HSE effective November 1, 2024 at an hourly rate of \$24.75 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees local 6600 IFT/AFT AFL/CIO and the continued receipt of external funding;

ratify the emergency hire of Amy Pahlman to the part-time, grant-funded SWIC EE position of Data Entry Office Specialist effective October 3, 2024 at an hourly rate of \$18.57 for up to 30 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees local 6600 IFT/AFT AFL/CIO and the continued receipt of external funding;

ratify the emergency hire of James Strickland to teach in the Aviation Pilot Training department effective September 19, 2024 at an hourly rate based on educational attainment and equated hours taught each semester per the current part-time or adjunct union contract;

Iana Sinitsyna to the part-time SWIC EE position of Success Programs Support Specialist at the Belleville Campus effective November 1, 2024 at an hourly rate of \$15.30 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO;

Sage Ferraro Doughty to the part-time SWIC EE position of English Specialist at the Belleville Campus effective November 1, 2024 at an hourly rate of \$26.39 for up to 28 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO;

Lisa Schiermeier to the part-time grant-funded position of Special Projects Coordinator-Adult Education Transitions effective October 17, 2024 at an hourly rate of \$24.75 for up to 30 hours per week and subject to the provisions of the Collective Bargaining Agreement between Community College District #522 and SWIC Educational Employees Local 6600 IFT/AFT, AFL/CIO and the continued receipt of external funding;

Ranessa Merrifield and Daemeon Williamson to the part-time positions of Custodian at the Sam Wolf Granite City Campus effective November 1, 2024 at an hourly rate of \$15.37 and subject to the provisions of the Collective Bargaining Agreement between District 522 and Local 148, Services Employees Union;

Sherry Carter, Marcia Johnson, Philip Lockhart Sr. and Philip Lockhart Jr. to the part-time grant-funded positions of ATS Driver effective November 1, 2024 at an hourly rate of \$18.54 based on the SWIC ATS Local 6600 Collective Bargaining Agreement and the continued receipt of external funding; and

ratify the emergency hire of Lavonda Morgan and Lasane Whitley to the part-time grant-funded positions of ATS Driver at an hourly rate of \$18.54 based on the SWIC ATS Local 6600 Collective Bargaining Agreement and the continued receipt of external funding.

**FY 2025 Part-time Non-Union Coaching Contracts**

ratify the emergency hire of Ronald Driemeier to the part-time non-union position of 2nd Assistant Women's Tennis Coach, Tier III, effective September 6, 2024 at a salary of \$3,500 for the 24-25 Academic Year;

ratify the emergency hire of Ronald Driemeier to the part-time non-union position of 2nd Assistant Men's Tennis Coach, Tier III, effective September 6, 2024 at a salary of \$3,500 for the 24-25 Academic Year; and

rescind the hire of Langdon Briles to the part-time non-union position of 2nd Assistant Men's Basketball Coach (Tier III) and hire to the part-time non-union position of Assistant Men's Basketball Coach (Tier II) effective September 19, 2024 at an annual salary of \$6,200.

**Amended Dates**

the employment start date for Sam Bonaldi, Tier III Assistant Baseball Coach from August 22, 2024 to September 16, 2024;

the employment start date for William Reany, Project Coordinator in the Workforce Development and Career Pathways Department, from September 19, 2024 to September 20, 2024; and

the retirement date for GERALYN HOBBS, Administrative Assistant to the Dean, from December 20, 2024 to close of business March 31, 2025.

**Create and Advertise**

the following positions:

- Part-time Non-Union Position: Men's JV Baseball Head Coach;
- Part-time Non-Union Position: Pharmacy Technician Lab Assistant; and
- Full-time Community Health Worker Coordinator/Instructor.

**Advertise**

the following positions:

- . Part-time SWIC EE Position: Library Services Assistant
- Full-time Administrative Position: Grants Manager
- Full-time Administrative Position: Recruitment Coordinator
- Full-time SWIC EE Position: Student Services Coordinator
- Part-time SWIC EE Position: Account Receivable/Clerk Assistant
- Full-time Faculty: Mathematics
- Full-time Administrative Position: Senior Coordinator College Advancement
- Full-time Administrative Position: Academic Advisor (continuous)
- Full-time Administrative Position: Academic Advisor and Intake Specialist (continuous).

**ROLL CALL VOTE**

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

**NEXT SCHEDULED MEETING**

The next scheduled meeting of the Personnel, Programs and Services Committee is Wednesday, November 13, 2024 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

**ADJOURNMENT**

Mr. Burke moved, seconded by Mr. Raftopoulos, to adjourn the meeting at 5:55 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Secretary to the Board of Trustees