

**PERSONNEL, PROGRAMS AND SERVICES COMMITTEE  
AGENDA**

**Seibert Conference Room  
Belleville Campus  
November 13, 2024  
5:30 p.m.**

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- 1. Call to Order and Roll Call**
- 2. Approval of Minutes of October 9, 2024**
- 3. Standard Committee Operations Items**
  - A. Grants and Agreements
  - B. Gifts to the College
  - C. Course Fees for New Cannabis Courses
  - D. New Instructional Degree and Certificates
  - E. 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. Resignation
    1. Kathleen Bilyeu, Director Senior Companion Program at PSOP
  - B. Appointments
    1. Full-time SWIC EE Position: Administrative Assistant to High School Partnerships
    2. Full-time Administrative Position: Dean of Health Sciences
    3. Full-time Medical Surgical Technology Instructor
    4. Full-time Industrial Technology/Precision Machining Instructor
    5. Full-time SWIC EE Position: Administrative Assistant Success Programs
    6. Full-time SWIC EE Position: Administrative Assistant to the Dean of technical Education and Workforce Development
    7. Full-time Grant-funded SWIC ATS Position: Ats Safety and Training Coordinator (EH)
    8. Full-time Grant-funded SWIC ATS Position: ATS Driver (EH)
    9. Full-time SWIC EE Position: Enrollment Services Specialist
    10. Full-time SWIC EE Position: Student Life and Special Events Specialist
  - C. Authorization to Hire
    1. Part-time Grant-funded SWIC EE Field Coordinator, Belleville AmeriCorps: Nicole Whitney (EH)
    2. Part-time Grant-funded SWIC ATS Driver: Candice Scott (EH)
    3. Part-time Grant-funded SWIC ATS Driver: Vant Tucker (EH)
    4. Part-time Non-union Art Model: Holly Salvatore (EH)
    5. Part-time Faculty for Spring 2025 Semester:  
Dr. Michael Carper, Philosophy  
Remington Ragland, Respiratory Care Education  
Ashley West, Respiratory Care Education
  - D. Amended Employment Start Dates
    1. Patricia Houglund, Enrollment Services Specialist, from October 1, 2024 to November 1, 2024
    2. Lisa Schiermeier, Special Projects Coordinator-Adult Education Transitions, from October 17, 2024 to November 1, 2024
    3. Ryan Carmichael, Aviation Pilot Training Instructor, from September 19, 2024 to October 11, 2024
    4. Sterling Levins, Part-time eSports Coach, from August 1, 2024 to November 1, 2024

- E. Benefit Renewals for the 2025 Plan Year
  - 1. BlueCross BlueShield of Illinois: medical insurance plan
  - 2. BlueCross BlueShield of Illinois: dental insurance plan
  - 3. BlueCross BlueShield of Illinois: voluntary vision insurance plan
  - 4. Benefit Resource Inc: administration of FSA, HSA and COBRA
  - 5. New York Life/CIGNA: life insurance and long-term disability plans
  - 6. Additional value-added benefits: Employee Assistance Program (Perspectives)  
Critical Illinois (BCBS)  
Accident Insurance (BCBS)
- F. Authorization to Create and to Advertise
  - 1. Full-time SWIC EE Position: Testing Center Specialist
  - 2. Full-time Physical Plant Grounds Worker
- G. Authorization to Advertise
  - 1. Full-time Grant-funded Administrative Position: Senior Companion Program, PSOP
  - 2. Part-time SWIC EE Position: Financial Aid Program Assistant

**7. Any Other Committee Related Business**

**8. Adjournment**

**Next scheduled meeting: In lieu of a committee meeting, a Board self-evaluation will be conducted.**

**Wednesday, December 11, 2024  
5:30 p.m.  
Seibert Conference Room  
Belleville Campus**