

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

February 15, 2022



Location:

**Olney Central College
305 N. West Street
Olney, IL 62450**

Join Zoom Meeting

<https://zoom.us/j/91881566935>

Meeting ID: 918 8156 6935

Dial in number: 312 626 6799

Dinner & Meeting – 6:15 p.m. – OCC Banquet Hall

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

**Illinois Eastern Community Colleges
Board Agenda**

February 15, 2022

6:15 p.m.

Olney Central College

OCC Banquet Hall

Join Zoom Meeting

<https://zoom.us/j/91881566935>

Meeting ID: 918 8156 6935

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1. Call to Order & Roll CallChairman Carter
2. Disposition of Minutes Chancellor Gower
3. Recognition of Visitors and GuestsPresident Ranese
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Chancellor
 - C. Presidents
 - D. Cabinet
6. Policy First Reading (and Possible Approval)Gower
 - A. Policy 400.13 Wages
7. Policy Second ReadingGower
 - A. None
8. Staff Recommendations for Approval
 - A. 2021 IECC Fact Book.....Gower
 - B. 403(b) Annual Report Hawkins
 - C. Commercial Broker Risk Management Recommendation Hawkins
 - D. OCC Elevator-Emergency RepairGower
 - E. Affiliation Agreement- Meadowbrook Skilled Nursing & Rehab.....Gower

- 9. Bid Committee Report.....Gower
 - A. None

- 10. District Finance
 - A. Financial Report Hawkins
 - B. Approval of Financial Obligations Hawkins

- 11. Executive Session.....Gower

- 12. Filling a Board VacancyGower

- 13. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes.....Gower
 - B. Audio Executive Session MinutesGower

- 14. Approval of Personnel ReportGower

- 15. Collective Bargaining.....Gower

- 16. LitigationGower

- 17. Other Items

- 18. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in Williams Hall Room 118, at Lincoln Trail College, 11220 State Highway, Robinson, Illinois, Tuesday, January 18, 2022.

AGENDA #1 – “Call to Order & Roll Call” – Chairman Gary Carter called the meeting to order at 6:15 p.m. and directed Board Secretary Renee Smith to call the roll.

Roll Call: The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present:

John D. Brooks, Gary Carter, Brenda K. Culver (via Zoom), Jan Ridgely, Barbara Shimer (via Zoom), Brady Waldrop, Maggee Bleyer, Student Trustee. Trustees absent: Alan Henager. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Ryan Gower, Chancellor.

Jay Edgren, President of Frontier Community College.

Rodney Ranes, President of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Alex Cline, Director of Information & Communications Technology.

Ryan Hawkins, Chief Financial Officer/Treasurer. (via Zoom)

Andrea McDowell, Director of Human Resources. (via Zoom)

Renee Smith, Board Secretary (via Zoom).

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, December 14, 2021 were presented for disposition.

Board Action to Approve Minutes: Trustee Brenda Culver made a motion to approve minutes of the December 14, 2021 meeting as prepared. Trustee Brady Waldrop seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken, and the Chair declared the “Ayes” have it and the motion carried.

AGENDA #3 – “Recognition of Visitors & Guests” –

#3-A. Visitors & Guests: Visitors & guests present were recognized, including college staff members.

#3-B. IECEA Representative: None.

AGENDA #4 – “Public Comment” – None

AGENDA #5 – “Oath of Office and Seating of Student Trustee” – Board Secretary Renee Smith administered the Oath of Office to Student Trustee Margaret (Maggee) Bleyer.

AGENDA #6 – “Reports” –

#6-A. Report from Trustees: Trustee Ridgely encouraged other board members to attend upcoming area high school award programs. Trustee Brooks expressed concerns with the newly revised Statement of Economic Interest form.

#6-B. Report from Chancellor: Chancellor Gower reviewed current issues and opportunities facing the District.

#6-C. Report from Presidents: Reports were presented from each of the colleges.

#6-D. Report from Cabinet: None.

AGENDA #7 – “Policy First Readings (and Possible Approval)” – The following new or revised policies, as listed in full in the agenda were presented for approval:

HUMAN RESOURCES – 400

Electronic Device ~~Usage~~/Cell Phone Allowance Policy (400.25)

Date Adopted: July 15, 2008

Revised: January 18, 2022 (Pending Board Approval)

~~Employees should not use district owned or employee owned electronic devices, including, but not limited to, cell phones and computers, while driving on district business. This policy prohibits talking, texting, and e-mailing while operating a district owned motor vehicle or a personally owned motor vehicle being operated for district purposes.~~

~~Should an employee need to make a district related call while driving, they should locate a lawfully designated area to park and make the call. Regardless of the circumstances, employees are strongly encouraged to pull off to the side of the road and safely stop the vehicle before placing or accepting a call. Employees are not expected to make calls and do other district work while driving. Under no circumstances are employees allowed to place themselves at risk while driving to fulfill district business needs.~~

~~In compliance with the State of Illinois Public Act 100-1094, IECC recognizes the requirement to reimburse employees for necessary expenditures or losses incurred by employees within their scope of employment that are directly related to the services performed for IECC. IECC recognizes that there are employees who hold positions that require the use of a personally owned cell phone or other personally owned electronic devices to conduct essential business communications. These positions have a constant and recurring need for using an electronic device. To be eligible to receive such reimbursement, the employee must have a college business need, defined and approved by the supervisor, that includes one or more of the following:~~

- a) The duties of the position require that the employee work regularly in the field away from land line communication and needs to be immediately accessible and no other means of communication exists.
- b) The duties of the position require a significant amount of travel during regular work hours or outside normal hours but related to official college business and access to information, which in the judgment of the college, render the employee more productive and/or the service the employee provides more effective.
- c) The duties of the position make it necessary that the employee be accessible to communicate with Administration or Public Officials at any time.
- d) The President of the college deems it necessary to ensure the flow of information and communication.
- e) The duties of the position require response and decision making to life-threatening or public safety issues and situations.
- f) The employee is telecommuting and needs to be reimbursed for necessary expenditures related to telecommuting at IECC.

Under the Illinois Freedom of Information Act any written communication to or from college employees regarding college business is a public record and may be subject to public disclosure and must be produced upon request from the FOIA Officer.

Employees are expected to follow federal laws and IECC policy as it relates to the Family Educational Rights and Privacy Act (FERPA) on all electronic devices. Any violations could result in disciplinary action up to and including termination.

Board Action: Trustee Culver made a motion to waive the second reading and approve the revised Policy 400.25 Electronic Device Usage. Trustee Shimer made a motion to second the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

STUDENT - 500

Credit by Examination for Prior Learning (500.5)

Date Adopted: December 19, 1989

Revised: April 20, 2015

Revised: November 19, 2019

Revised: January 18, 2022 (Pending Board Approval) Effective Date: 7/1/2022

Illinois Eastern Community Colleges ~~utilizes credit by examination to grant college credit. IECC may grant credit through proficiency examinations administered at an IECC test center, the College Entrance Examination Board's subject test known as CLEP (College Level Examination Program), the International Baccalaureate program, and Advanced Placement (AP) or GED testing. The maximum amount of credit which a student may gain through proficiency examinations is 32 semester hours. Details regarding credit by examination will be outlined in the college catalog.~~ understands college-level

knowledge is obtained from learning experiences, as well as in a classroom. In recognition and support of this, students enrolled in a degree or certificate program at IECC may be eligible for academic credit for their prior learning experiences as determined by an evaluative process administered by the dean of instruction or designee. The dean of instruction or designee also monitors, evaluates, and makes recommendations for revisions to credit for prior learning activities, as appropriate.

Eligible Learning Experiences

When properly documented, the following learning experiences will be assessed for credit at IECC:

- Military Training/Experience
- Certifications and Licensures
- Standardized Tests/Proficiency Examinations
- State Seal of Biliteracy
- Portfolio Evaluation

Awarding Credit for Prior Learning (CPL)

IECC will validate credit on a course-by-course basis and award credit when the documented learning experience demonstrates achievement of all terminal objectives for a specific course or courses. The following will also be considerations:

- CPL will not be awarded twice for the same learning.
- CPL will not be awarded for work that does not meet or exceed a grade level of “C”.
- CPL will not be used to award financial aid or veteran’s benefits.
- CPL cannot be used to improve an existing grade or replace a grade of withdrawal or incomplete.
- CPL credit will be posted to the student’s academic record as Transfer Credit, **but not before:**
 - fifteen (15) credit hours toward a degree have been completed at IECC; or
 - twenty-five (25) percent of the required credit hours for a certificate have been completed at IECC.
- No more than twenty-five (25) percent of the required credit hours for a certificate or degree can be awarded from CPL.
- IECC does not accept CPL that was awarded at other institutions and CPL awarded at IECC will typically not transfer to other colleges.
- CPL will not be applied to the graduation credit hour minimum that must be completed at IECC.
- CPL will not be computed in the student’s GPA.
- Unless otherwise defined procedurally, CPL will be awarded for learning experiences that have occurred within the last 3 years, while also considering older documented learning experiences on a case-by-case basis with the supposition that the knowledge has been retained.

Procedures will, at a minimum, outline the process for students to request CPL (including acceptable proof of the experience) and provide data on the specific or type of credit that may be granted by IECC

STUDENT – 500

Policy for Credit Equivalency by Licensure, Certification, Military Experience, or State Seal of Biliteracy (500.26)

Date Adopted: December 11, 2012

Revised: June 20, 2017

Revised: July 18, 2017

Revised: June 19, 2018

~~College credit may be granted for an industry recognized license, certification, military experience, or the State Seal of Biliteracy as determined by an evaluative process administered by the Dean of Instruction.~~

**Deleted by Board Action January 18, 2022. (Merged with Policy 500.5 Credit for Prior Learning.)
(Pending Board Approval)**

Board Action: Trustee Waldrop made a motion to waive the second reading and approve the new Policy 500.5 Credit for Prior Learning and eliminate Policy 500.26. Trustee Culver made a motion to second the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

HUMAN RESOURCES – 400

Temporary COVID-19 Sick Pay (400.29)

Effective Date: 01/03/2022

Expiration Date: 05/16/2022 (or upon conclusion of the Pandemic by the WHO, whichever occur first)

Full-time faculty and staff as well as part-time staff will receive up to 5 days (40 hours) of paid COVID-19 sick leave if they test positive for COVID-19 between January 3, 2022 and May 16, 2022. This policy only applies to IECC employees, not to any positive test for family or a dependent of an employee.

To qualify for paid COVID-19 leave, employees must complete the following:

- Provide documentation to Human Resources that they have tested positive for COVID-19. Acceptable documentation includes one of the following:
 - Results from a reputable lab indicating a positive COVID-19 test.
 - Documentation from a Local Health Department indicating a positive COVID-19 test.
 - Documentation from a physician's office or hospital indicating a positive COVID-19 test.
- Send documentation to IECCHR@IECC.EDU or fax to (618) 395-1819 prior to the pay period ending. Not supplying requested information timely could result in loss of COVID-19 sick pay.

Employees are only eligible for this sick leave one time between January 3, 2022 and May 16, 2022 and the time must be used consecutively.

This policy does not replace policy 400.4 for regular sick leave and is non-presidential in all aspects.

Board Action: Trustee Culver made a motion to waive the second reading and approve the revised Policy 400.29 Temporary Covid Sick Leave. Trustee Ridgely made a motion to second the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #8 – “Policy Second Readings” – None.

AGENDA #9 – “Staff Recommendations for Approval” – The following staff recommendations were presented for approval.

#9-A. Facility Use Agreement SIU/IECC: Chancellor Gower presented an agreement between Illinois Eastern Community Colleges and Southern Illinois University at Carbondale for use of the college campuses to conduct motorcycle safety training. The following standard agreement was recommended for approval:

FACILITY USE AGREEMENT

This Agreement is entered into and is effective this 1st day of March, 2022 (“Effective Date”), between the Board of Trustees of Southern Illinois University (“University”), on behalf of the Safety Center located at Carbondale, Illinois and the (IECC Campus Name & Location)

WHEREAS, the University offers Motorcycle Rider Courses (“Courses”) pursuant to the Motorcycle Rider Training Program (“Program”) to local communities throughout southern and central Illinois;

WHEREAS, the University requires real property suitable to offer the Courses and situated near to those local communities;

WHEREAS, (IECC Campus Initials) owns property in (IECC Campus Location) suitable for offering the Courses; and

WHEREAS, (Campus Initials) and University agree that offering the Courses at (IECC Campus Initials) would be mutually beneficial.

NOW THEREFORE, the parties mutually agree as follows:

1. The recitals hereinabove are incorporated by reference into the terms of this Agreement as though fully stated herein.

2. (IECC Campus Initials) will make certain real property available to the University during various periods of time commencing after the date of this Agreement, which times shall be specifically requested in writing by the University and approved in writing by (IECC Campus Initials), for offering the Courses.

3. For the term of this Agreement, SIUC agrees to maintain the following insurance coverage:

A. Commercial general liability insurance coverage for bodily injury liability and property damage liability limited to \$1,000,000 per occurrence, with a \$3,000,000 aggregate coverage. (IECC Campus Initials) shall be named as additional insured to this policy;

B. Automobile liability coverage furnished to the University by the State of Illinois through the State of Illinois Self-Insured Automobile Liability Plan, administered by the State of Illinois Department of Central Management Services, providing coverage of \$1,000,000 for all state-owned and leased vehicles while engaged in state business. This coverage is excess of other available insurance and coverage details can be found at http://www.cms.il.gov/cms/2_servicese_ben/autoplan.htm, or by printed copy upon request;

C. Workers' compensation and employer liability is provided through the State of Illinois Self-Insured Workers' Compensation Plan, providing statutory limits of coverage for all State employees;

D. Educator's professional liability coverage limited to \$1,000,000 per occurrence; and

E. Personal property insurance covering the cargo container and the contents thereof.

Certificates of Insurance ("COI") providing evidence of these coverage's may be provided upon request from (IECC Campus Initials). In the event of cancellation or non-renewal of above described insurance, SIUC shall provide thirty (30) days advance written notice of such cancellation or non-renewal.

4. For the term of this Agreement, (IECC Campus Initials) shall procure and maintain the following insurance coverage:

A. Commercial general liability insurance "occurrence" basis coverage for bodily injury liability, including death, property damage liability, in connection with the performance of this Agreement with minimum limits of \$1,000,000 per occurrence; and

B. Workers compensation insurance for all employees of (IECC Campus Initials) as required by applicable law.

The insurance companies providing the aforementioned coverage must have a B+: VI or better rating in the current edition of Best's Key Rating Guide. (IECC Campus Initials) shall maintain such insurance for the duration of the agreement. Certificates of Insurance ("COI") providing evidence of these coverage's may be provided upon request from **University**. In the event of cancellation or non-renewal of above described insurance, (IECC Campus Initials) shall provide thirty (30) days advance written notice of such cancellation or non-renewal.

5. The individuals signing this Agreement on behalf of his/her respective party hereby warrant that he/she has the necessary authority to bind said party to this Agreement.

6. To the extent permitted by law and not inconsistent with the doctrine of sovereign immunity, the **University** shall indemnify and hold harmless (IECC Campus Initials), its agents and employees, from any third party claims, demands, or action arising out of the negligent or reckless actions or omissions or intentional misconduct of University, its agents or employees to the extent such actions, omissions or misconduct arise from the conduct of the Courses at (IECC Campus Initials). To the extent permitted by law, (IECC Campus Initials) shall indemnify and hold harmless the **University**, its agents and employees, from any third party claims, demands, or action arising out of the negligent or reckless actions or omissions or intentional misconduct of (IECC Campus Initials), its agents or employees to the extent such actions or omissions occur during the term of this Agreement. In the event either party is notified of any alleged injury, claim, demand, or action, it shall provide written notice to the other of such injury, claim, demand, or action within a reasonably prompt time, but no later than ten (10) days after receipt of actual notice.

7. All notices required by this Agreement shall be in writing and sent via certified or registered mail or a nationally recognized courier service or via email if any email address is provided below.

Notices to University for purposes of this Agreement shall be sent via certified mail or to the following:

Jared Borrenpohl
Safety Center, Mail Code 6731
1435 Douglas Drive
Southern Illinois University
Carbondale, Illinois 62901

Notices to (IECC Campus Initials) for purposes of this Agreement shall be sent to the following:

Dr. Ryan Gower
Illinois Eastern Community Colleges
233 East Chestnut
Olney, IL 62450

8. This Agreement may be terminated by either party upon thirty (30) day advance written notice.

9. This Agreement and any dispute arising hereunder shall be governed by and construed in accordance with the laws of the State of Illinois without regard to its conflict of law provisions.

10. This Agreement commence as of the Effective Date and continue through the end of the approved course schedule for 2022, unless either party terminates this Agreement as set forth in Section 8 herein. The parties may renew this agreement by written mutual agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as to the day and year first written above.

BOARD OF TRUSTEES
SOUTHERN ILLINOIS UNIVERSITY

ILLINOIS EASTERN COMMUNITY
COLLEGE DISTRICT #529
(IECC CAMPUS NAME)

By: _____

Austin A. Lane, Chancellor
Southern Illinois University Carbondale

By: _____

Dr. Ryan Gower
Chancellor
Illinois Eastern Community Colleges

Board Action: Trustee Shimer made a motion to approve the agreement as recommended. Student Trustee Bleyer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-B. Affiliation Agreements: The Chancellor recommended approval of affiliation agreements as listed in full in the Board Agenda. Affiliation agreements presented for approval were between IECC and:

Aperion Care, Bridgeport, Illinois
Deaconess Women’s Hospital, Newburgh, Indiana
Terre Haute Regional Hospital, Terre Haute, Indiana
Ridgeview Health & Rehab, Oblong, Illinois

Board Action: Trustee Culver made a motion to approve the four affiliation agreements as presented. Trustee Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #10 - “Bid Committee Report” – Chancellor Ryan Gower reviewed the following Bid Committee report that addresses the cost of a solar array to be located at Frontier Community College. Chancellor recommended approval of the following Bid Committee Report:

The following bid recommendation is based on the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

The Bid Committee recommends acceptance of the bid received from Overturf Electric for a total of \$125,000.

Company	Bid
Overturf Electric West Frankfort, IL	\$125,000

Respectfully submitted,
Ryan Gower
Ryan Hawkins
Renee Smith

Department: Frontier Community College.

Source of Funds: IGEN Grant.

Rationale for Purchase: The proposal from Overturf Electric was the lowest responsible bidder in conformity with the bid specifications.

The "Advertisement for Bids" was placed in The Hometown Register for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

Board Action: Trustee Brooks made a motion to approve the Bid Committee Report

recommendation as presented. Student Trustee Bleyer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – "District Finance" – The following district financial matters were presented:

#11-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of December 31, 2022.

#11-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for January 2022, totaling \$928,008.07 were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Ridgely made a motion to approve payment of district financial obligations for January 2022, in the amounts listed. Student Trustee Bleyer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop.

Student Advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #12 – “Executive Session” – The Board of Trustees did not hold an executive session at this meeting.

AGENDA #13 - “Approval of Executive Session Minutes” - The following actions were taken relative to executive session minutes.

#13-A. Written Executive Session Minutes: The Board of Trustees did not hold an executive meeting at the December 14, 2021 meeting.

#13-B. Audio Recording of Executive Session: The Board of Trustees did not hold an executive meeting at the December 14, 2021 meeting.

AGENDA #14 – “Approval of Personnel Report” – The Chancellor recommended approval of the following Personnel Report as presented by Human Resource Director Andrea McDowell.

400.1. Employment of Personnel

A. Administrative

1. Alani Frederick, Associate Dean of Allied Health, OCC, effective February 28, 2022.

B. Professional, Non-Faculty, Exempt, Temporary Contractual

1. Nicholas Knapp, Construction Project Manager, DO, effective February 21, 2022.

C. Professional, Non-Faculty, Exempt

1. Derek Dunn, Educational Technology Specialist, Title III, FCC, effective January 24, 2022.

400.2. Resignation Ratification

A. Professional, Non-Faculty, Exempt

1. Blake Ordell, Head Men’s and Women’s Soccer Coach, LTC, effective January 22, 2022.

Board Action to Approve Personnel Report: Trustee Brooks made a motion to approve the foregoing Personnel Report as recommended. Trustee Waldrop seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Al Henager. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – Chancellor Gower provided an update on litigation.

AGENDA #17 – “Other Items” – None.

AGENDA #18 – “Adjournment” – Student Trustee Bleyer made a motion to adjourn. Trustee Ridgely seconded the motion. The Chair asked the trustees in favor of the motion to say “Aye” and those opposed to say “No”. The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting adjourned at 8:07 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

- A. Visitors and Guests**
- B. IECEA Representatives**

Agenda Item #4

Public Comment

Agenda Item #5

**Reports
Trustees
Chancellor
Presidents
Cabinet**

Agenda Item #6

Policy First Reading (and Possible Approval)

- **Policy 400.13 Wages**

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: February 15, 2022

RE: Wages Policy 400.13

As the leadership team developed changes to our adjunct faculty training and compensation program, we noted that Policy 400.13 (Wages) had not been updated in 33 years. The proposed policy revision updates the policy language to reflect IECC's current practices.

I recommend the Board waive the second reading and approve the revisions to Policy 400.13.

RG/sc

Attachment

HUMAN RESOURCES - 400

Wages (400.13)

Date Adopted: December 19, 1989

Revised: February 15, 2022 (Pending Board Approval)

Wages for **full-time bargaining unit** faculty shall be in accordance with provisions of the applicable collective bargaining agreement covering faculty. **Wages for non-bargaining unit faculty shall be in accordance with the Administrative Guidelines: Non-bargaining Unit Faculty Instruction.**

Wages for all other employees of **IECC the College District, being those not covered in the said agreement**, shall be reviewed annually and set by the Board of Trustees, upon recommendation of the **Chief Executive Officer-Chancellor**.

Agenda Item #7

**Policy Second Reading
None.**

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

2021 IECC Fact Book

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 15, 2022
RE: 2021 IECC Fact Book

The IECC Fact Book has been developed to provide an annual compilation of data about Illinois Eastern Community Colleges including information about the students in our District, enrollment history, the degrees and certificates granted, the financial aid received and distributed, and the District's budgets and operations.

Moving forward, Administration intends to use the IECC Fact Book for strategic planning, institutional effectiveness, and policy-making processes. Moving toward a dynamic and interactive format allows administration to track progress toward stated goals in real-time.

In most cases, the time period of the statistical data covered by the Fact Book is FY21 which is from July 1, 2020 to June 30, 2021. A link to the Fact Book was sent to the Board as a part of the Chancellor's Report, but it can also be [accessed by clicking here](#).

Recognizing that the Board may desire to have a hardcopy of the Fact Book in legacy format, we will run and bind those reports to deliver at the March 2022 meeting.

I ask the Board's approval of the 2021 IECC Fact Book.

RG/sc

Agenda Item #8B
403(b) Annual Report

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 15, 2022
RE: Calendar Year Report – 403(b) Plan

Since 2009, the District has administered the IECC 403(b) Plan for the benefit of its employees using an IRS approved plan provided by our plan advisor, Marsh & McLennan Agency, formerly J.W. Terrill. Submitted for the Board's review and acceptance is the Calendar Year 2021 Report for the IECC 403(b) Plan. Due to the length of the monitoring report, the report has been sent to the Board electronically.

Under the plan employees can defer salary, on a pre-tax and post-tax basis, into 28 different investment alternatives. These plan choices are monitored on a quarterly basis against market benchmarks to ensure the District is offering quality investment options. During 2021, the plan had a total of 161 participants with 8 new participants.

Plan assets at December 31, 2021, totaled \$6,001,897. This is an increase of \$780,446 over plan assets the previous calendar year; represented by a net increase in assets in the plan of \$42,965, and net earnings of \$737,481.

The Chancellor, CFO, and the Board of Trustees have a fiduciary responsibility to monitor the plan.

I ask the Board's acceptance of the Calendar Year 2021 Report for the IECC 403(b) Plan.

RG/akb

Agenda Item #8C

Commercial Broker Risk Management Recommendation

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: February 15, 2022

RE: Commercial Broker Risk Management Recommendation

To encourage competition and opportunity to do business with the District, a Request for Qualifications (RFQ) was issued to seventeen (17) insurance brokerage firms seeking statements of qualifications from firms interested in performing professional services for the District. The list of solicited firms was accumulated from recommendations within the Illinois Community College CFO's network, local brokerage firms, and posting notice in the Hometown Register on October 29th. The qualifications requested from each broker were: 1) Experience, 2) Reliability and Stability, 3) Approach, 4) Renumeration, and 5) References.

The RFQ process contained two steps: 1) Review of all proposals and selection for interview and 2) Interview finalists for recommendation to the Board of Trustees. A committee of Ryan Hawkins, Dr. Matt Fowler, Trustee Brady Waldrop, and Angela Bissey was formed to review proposals. The District received eight (8) responses to the RFQ. From the initial review of proposals, the committee selected four firms for interview level:

- 1) Arthur J Gallagher & Co.
- 2) Assured Partners
- 3) The Tedrick Group
- 4) USI

From the interviews conducted, the committee recommends Assured Partners as the District's next commercial broker and risk management firm. All finalists bring quality products, support, knowledge, and access to markets; however, the committee selected Assured Partners as they set themselves apart through their "Blueprint" process, proactive approach to planning and forecasting, understanding of higher education risk management, and willingness to be onsite to participate in, develop, and modify current District procedures around risk.

I ask the Board's approval to accept the proposal submitted by Assured Partners and to name the firm the broker of record beginning February 16, 2022. This will allow the District to begin reviewing its coverages, develop the strategy for renewal with Assured Partners, and bring renewal to the Board by June 2022.

RG/akb

Agenda Item #8D

OCC Elevator Emergency Repair

MEMORANDUM

TO: Board of Trustees

DATE: February 15, 2022

FROM: Ryan Gower

RE: OCC Elevator – Emergency Repair

The north elevator, which is the primary elevator for public access at Olney Central College is in need of repair due to failure of the hydraulic cylinder. This failure has caused the elevator to be inoperable, leaving no elevator access to the third floor of Wattleworth Hall. The work necessary to replace the existing cylinder is quite extensive and will involve the removal and excavation of the existing cylinder within the elevator well, installation and alignment of a new cylinder, and provide a new cylinder-head support.

Currently, the estimated time of delivery of all parts is estimated to be between six and twelve weeks. Installation is anticipated to take three weeks. The estimate for work involved is \$60,662.

Under ILCS 805/3-27.1(m), the Board is allowed to award contracts in excess of \$25,000 if the funds are expended in an emergency and such an emergency expenditure is approved by three-fourths of the members of the Board.

I would ask that the Board approve the repair of the elevator without bid under the Emergency Expenditures Exception to the State Bidding Requirements.

RG/akb

Agenda Item #8E

Affiliation Agreement

Meadowbrook Skilled Nursing & Rehab

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 15, 2022
RE: Affiliation Agreements

An affiliation agreement is a formal contract between the educational institution and the facility or business where the student(s) will have the experience. It identifies the responsibilities and liabilities of the various parties covered by the contract. Students engaged in these placements are not paid and the experience is required for completion of the program.

IECC wishes to enter into a standard clinical affiliation agreement with the following organization:

- Meadowbrook Skilled Nursing & Rehab

I ask the Board's approval of this affiliation agreement.

RG/sc

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529

Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College

CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____

_____ (hereinafter referred to as AGENCY): of _____ (city) (state) _____.

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Associate Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's

facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2024 at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials the _____ day of _____, _____.

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon request

Agenda Item #9

**Bid Committee Report
None.**

Agenda Item #10

District Finance

A. Financial Report

B. Approval of Financial Obligations

ILLINOIS EASTERN COMMUNITY COLLEGES	
DISTRICT #529	
TREASURER'S REPORT	
January 31, 2022	
FUND	BALANCE
Educational	\$ 12,349,388.09
Operations & Maintenance	2,405,243.63
Operations & Maintenance (Restricted)	2,438,781.22
Bond & Interest	381,036.85
Auxiliary	1,655,903.36
Restricted Purposes	(484,779.95)
Working Cash	967,744.73
Trust & Agency	520,788.18
Audit	17,265.73
Liability, Protection & Settlement	1,059,406.25
TOTAL ALL FUNDS	\$ 21,310,778.09
Respectfully submitted,	
Ryan Hawkins, Treasurer	

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
January 31, 2022

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
ASSETS						
Cash	\$ 12,364,688	\$ 2,405,244	\$ 2,438,781	\$ 381,037	\$ 1,676,403	\$ (484,780)
Investments	-	1,502,650	-	-	5,333,696	-
Accounts Receivable	1,612,840	186,291	-	-	383,293	-
Other Receivables	641,756	-	-	-	-	253,137
Restricted Cash	-	-	4,012,375	-	-	-
Inventory	-	-	-	-	749,825	-
Other Assets	-	-	-	-	-	469,559
Due From Other Funds	-	-	-	-	-	-
Total Assets	\$ 14,619,284	\$ 4,094,185	\$ 6,451,156	\$ 381,037	\$ 8,143,217	\$ 237,916
LIABILITIES						
Accounts Payable	\$ 34,898	\$ 72,543	\$ 4,500	\$ -	\$ 26,376	\$ 41,316
Accrued Payroll Liabilities	(28,907)	-	-	-	-	-
Other Accrued Liabilities	14,767	-	36,665	-	86,138	966
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	20,758	72,543	41,165	-	112,514	42,282
FUND BALANCES						
Non-Spendable	-	-	-	-	749,825	-
Restricted						
Board Designated	10,611,804	1,450,296	-	-	-	-
Other Purposes	-	2,571,346	6,409,991	381,037	-	195,634
Unassigned	3,986,722	-	-	-	7,280,878	-
Total Fund Balances	14,598,526	4,021,642	6,409,991	381,037	8,030,703	195,634
Total Liabilities and Fund Balances	\$ 14,619,284	\$ 4,094,185	\$ 6,451,156	\$ 381,037	\$ 8,143,217	\$ 237,916

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
January 31, 2022

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
ASSETS					
Cash	\$ 967,745	\$ 520,788	\$ 17,266	\$ 1,059,406	\$ 21,346,578
Investments	5,401,026	-	-	-	12,237,372
Accounts Receivable	-	-	-	-	2,182,424
Other Receivables	-	73,203	-	-	968,096
Restricted Cash	-	-	-	-	4,012,375
Inventory	-	-	-	-	749,825
Other Assets	-	-	-	-	469,559
Due From Other Funds	-	-	-	-	-
Total Assets	\$ 6,368,771	\$ 593,991	\$ 17,266	\$ 1,059,406	\$ 41,966,229
LIABILITIES					
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ 179,633
Accrued Payroll Liabilities	-	-	-	-	(28,907)
Other Accrued Liabilities	-	6,136	-	-	144,672
Due to Other Funds	-	-	-	-	-
Total Liabilities	-	6,136	-	-	295,398
FUND BALANCES					
Non-Spendable	6,325,000				7,074,825
Restricted					-
Board Designated	-	-	-	-	12,062,100
Other Purposes	43,771	-	17,266	1,059,406	10,678,451
Unassigned	-	587,855	-	-	11,855,455
Total Fund Balances	6,368,771	587,855	17,266	1,059,406	41,670,831
Total Liabilities and Fund Balances	\$ 6,368,771	\$ 593,991	\$ 17,266	\$ 1,059,406	\$ 41,966,229

Illinois Eastern Community Colleges
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
For the Period Ended January 31, 2022

		Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
REVENUES							
Property Taxes	\$	2,765,226	\$ 1,185,137	\$ 97,096	\$ 1,639,944	\$ -	\$ -
Replacement Taxes		319,886	319,886	-	-	-	-
ICCB Grants		7,801,067	-	-	-	-	202,354
Federal Grants		-	-	-	-	-	7,537,340
Tuition & Fees		10,046,098	936,255	-	-	312,007	-
Charges for Services		-	-	-	-	1,710,367	-
Interest		54,204	12,762	34,922	4,760	18,239	(5,921)
Other Revenues		129,225	160,579	16,679	-	73,761	28,339
Total Revenues		21,115,706	2,614,619	148,697	1,644,704	2,114,374	7,762,112
EXPENDITURES							
Payroll		7,543,775	521,585	-	-	987,456	1,045,609
Benefits		1,317,789	136,564	-	-	117,105	250,268
Contractual Services		732,641	293,078	74,768	-	214,373	157,062
Supplies		1,269,586	163,599	2,133	-	1,294,059	273,124
Travel		98,862	-	39	-	124,173	49,199
Fixed		24,941	9,812	-	1,745,153	140,415	132,324
Utilities		30,396	596,330	-	-	325	-
Capital Outlay		478,333	197,924	360,103	-	25,175	372,775
Other		75,212	-	-	-	107,804	929,522
Scholarships, Student Grants, & Waivers		3,831,484	-	-	-	227,692	4,892,829
Total Expenditures		15,403,019	1,918,892	437,043	1,745,153	3,238,577	8,102,712
Excess (Deficiency) of Revenues Over (Under) Expenditures		5,712,687	695,727	(288,346)	(100,449)	(1,124,203)	(340,600)
TRANSFERS							
Net Transfers		(1,327,761)	-	-	-	1,327,761	-
Total Transfers		(1,327,761)	-	-	-	1,327,761	-
Net Change in Fund Balance		4,384,926	695,727	(288,346)	(100,449)	203,558	(340,600)
Fund Balance - Beginning		10,213,600	3,325,915	6,698,337	481,486	7,827,145	536,234
Fund Balance - Ending	\$	14,598,526	\$ 4,021,642	\$ 6,409,991	\$ 381,037	\$ 8,030,703	\$ 195,634

Illinois Eastern Community Colleges						
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)						
For the Period Ended January 31, 2022						
		Working Cash	Trust & Agency		Liability,	
		Fund	Fund	Audit Fund	Protection and	
					Settlement Fund	Total Funds
REVENUES						
Property Taxes		\$ -	\$ -	\$ 73,429	\$ 966,050	\$ 6,726,882
Replacement Taxes		-	-	-	-	639,772
ICCB Grants		-	-	-	-	8,003,421
Federal Grants		-	-	-	-	7,537,340
Tuition & Fees		-	-	-	-	11,294,360
Charges for Services		-	30,218	-	-	1,740,585
Interest		35,073	2,799	68	4,009	160,915
Other Revenues		-	461,227	-	2,815	872,625
	Total Revenues	<u>35,073</u>	<u>494,244</u>	<u>73,497</u>	<u>972,874</u>	<u>36,975,900</u>
EXPENDITURES						
Payroll		-	-	-	-	10,098,425
Benefits		-	-	-	103,445	1,925,171
Contractual Services		-	7,533	44,200	96,046	1,619,701
Supplies		-	4,089	-	-	3,006,590
Travel		-	1,380	-	-	273,653
Fixed		-	-	-	323,423	2,376,068
Utilities		-	-	-	-	627,051
Capital Outlay		-	-	-	-	1,434,310
Other		-	-	-	-	1,112,538
Scholarships, Student Grants, & Waivers		-	347,733	-	-	9,299,738
	Total Expenditures	<u>-</u>	<u>360,735</u>	<u>44,200</u>	<u>522,914</u>	<u>31,773,245</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures		<u>35,073</u>	<u>133,509</u>	<u>29,297</u>	<u>449,960</u>	<u>5,202,655</u>
TRANSFERS						
Net Transfers		-	-	-	-	-
	Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance		<u>35,073</u>	<u>133,509</u>	<u>29,297</u>	<u>449,960</u>	<u>5,202,655</u>
Fund Balance - Beginning		6,333,698	454,346	(12,031)	609,446	36,468,176
Fund Balance - Ending		<u>\$ 6,368,771</u>	<u>\$ 587,855</u>	<u>\$ 17,266</u>	<u>\$ 1,059,406</u>	<u>\$ 41,670,831</u>

ILLINOIS EASTERN COMMUNITY COLLEGES
Comparative Combined Balance Sheets - All Funds
January 31, 2022

	ALL FUNDS	
	Fiscal Year 2022	Fiscal Year 2021
ASSETS:		
CASH	\$ 21,310,778	\$ 19,744,496
IMPREST FUND	21,300	21,300
CHECK CLEARING	14,500	14,500
CDB PROJECT TRUST	4,012,375	3,785,816
INVESTMENTS	12,237,372	12,232,118
RECEIVABLES	3,150,521	3,321,874
ACCRUED REVENUE	-	-
INVENTORY	749,825	587,885
OTHER ASSETS	469,559	480,642
FIXED ASSETS (Net of Depr)	17,490,252	16,792,339
TOTAL ASSETS AND OTHER DEBITS:	\$ 59,456,482	\$ 56,980,970
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	\$ -	\$ -
ACCOUNTS PAYABLE	124,338	215,839
DEFERRED REVENUE	122,612	148,457
L-T DEBT GROUP (FUND 9)	6,181,062	7,742,985
OPEB (Prior Year Restated for GASB 75 Implementation)	15,176,595	15,855,669
TOTAL LIABILITIES:	21,604,607	23,962,950
FUND BALANCES:		
FUND BALANCE	31,654,044	32,031,145
INVESTMENT IN PLANT (Net of Depr)	17,490,252	16,792,339
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(21,357,657)	(23,598,654)
RESERVE FOR ENCUMBRANCES	10,065,236	7,793,190
TOTAL EQUITY AND OTHER CREDITS	37,851,875	33,018,020
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	\$ 59,456,482	\$ 56,980,970

**ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS ONLY
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2020-2022**

College	Category	FISCAL YEAR 2020			FISCAL YEAR 2021			FISCAL YEAR 2022			
		Budget	Spent Thru January	% of Budget	Budget	Spent Thru January	% of Budget	Budget	Spent Thru January	% of Budget	% of Year
Frontier	Bills		\$ 495,297			\$ 343,178			\$ 357,732		
	Payroll		1,138,038			1,034,325			1,020,534		
	Waivers		683,889			600,181			553,250		
	Totals	\$ 4,370,599	2,317,224	29%	\$ 3,899,789	1,977,684	51%	\$ 3,688,586	1,931,516	52%	58%
Lincoln Trail	Bills		662,941			\$ 764,760			\$ 707,440		
	Payroll		1,224,077			1,239,868			1,256,751		
	Waivers		823,264			906,043			744,492		
	Totals	\$ 5,365,117	2,710,282	27%	\$ 4,943,901	2,910,671	59%	\$ 4,977,953	2,708,683	54%	58%
Olney Central	Bills		991,461			\$ 802,473			\$ 878,888		
	Payroll		2,509,865			2,302,582			2,287,337		
	Waivers		700,507			706,685			589,310		
	Totals	\$ 7,669,580	4,201,833	29%	\$ 7,047,772	3,811,740	54%	\$ 7,367,058	3,755,535	51%	58%
Wabash Valley	Bills		904,276			\$ 648,740			\$ 709,566		
	Payroll		1,670,481			1,605,479			1,653,955		
	Waivers		1,351,967			1,138,122			1,139,490		
	Totals	\$ 6,449,215	3,926,724	34%	\$ 5,988,433	3,392,341	57%	\$ 5,775,220	3,503,011	61%	58%
Workforce Educ.	Bills		151,447			\$ 103,936			\$ 136,309		
	Payroll		539,722			441,331			416,520		
	Waivers		1,407,860			572,632			638,038		
	Totals	\$ 4,396,670	2,099,029	8%	\$ 3,349,386	1,117,899	33%	\$ 3,378,641	1,190,867	35%	58%
District Office	Bills		191,096			\$ 158,407			\$ 315,588		
	Payroll		610,619			550,955			729,317		
	Waivers		-			-			-		
	Totals	\$ 1,551,484	801,715	26%	\$ 1,410,117	709,362	50%	\$ 1,991,105	1,044,905	52%	58%
District Wide	Bills		1,260,409			\$ 1,167,362			\$ 2,319,544		
	Payroll		514,500			442,926			700,946		
	Waivers		180,995			121,661			166,904		
	Totals	\$ 3,107,121	1,955,904	34%	\$ 3,576,315	1,731,949	48%	\$ 7,148,722	3,187,394	45%	58%
GRAND TOTALS		\$32,909,786	\$ 18,012,711	55%	\$ 30,215,713	\$ 15,651,646	52%	\$34,327,285	\$ 17,321,911	50%	58%

ILLINOIS EASTERN COMMUNITY COLLEGES

Operating Funds Expense Report

January 31, 2022

	FY 2022		FY 2021		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
Salaries	\$ 8,065,360	46.56%	7,617,466	48.67%	\$ 447,894	5.880%
Employee Benefits	1,454,353	8.40%	1,376,872	8.80%	77,481	5.627%
Contractual Services	1,025,719	5.92%	738,006	4.72%	287,713	38.985%
Materials	1,433,185	8.27%	770,129	4.92%	663,056	86.097%
Travel & Staff Development	98,862	0.57%	39,383	0.25%	59,479	151.027%
Fixed Charges	34,753	0.20%	125,458	0.80%	(90,705)	-72.299%
Utilities	626,726	3.62%	563,439	3.60%	63,287	11.232%
Capital Outlay	676,257	3.90%	265,547	1.70%	410,710	154.666%
Other	3,906,696	22.55%	4,155,346	26.55%	(248,650)	-5.984%
	<u>\$ 17,321,911</u>	<u>100.00%</u>	<u>\$ 15,651,646</u>	<u>100.00%</u>	<u>\$ 1,670,265</u>	<u>10.671%</u>

**Locally Funded, CDB, & PHS Projects
Projects Schedule**

	Funding Source	Estimated Budget									
Student Center - WVC	CDB	\$4,029,400	_____								
Temp Building Replacement - LTC	CDB	\$1,495,500	_____								
Center for Technology - LTC	CDB	\$11,160,000	_____								
Applied Arts Building Roof - WVC	CDB	\$295,000	_____								
Applied Technology Center - OCC	CDB	\$3,076,400	_____								
Power Hub - WVC	CDB	\$300,000	_____								
Parking Lot Resurfacing	CDB	\$918,392	_____								
LTC - Performing Arts Building	Local	\$853,800	_____								
DW - HVAC Replacements	PHS	\$1,786,230	_____								
WVC - Pool Infill	PHS	\$285,500	_____								
WVC - Pool Infill Phase 2	PHS	\$232,200	_____								
FCC - Mason Hall Classroom Remodel	Title III	\$239,900	_____								
LTC - Crawford County Recreational Center	Local	\$3,733,000	_____								
GRAND TOTAL		\$28,791,451		Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted

Agenda Item #11

Executive Session

Agenda Item #12
Filling a Board Vacancy

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 15, 2022
RE: Filling a Board Vacancy

Trustee Al Henagar resigned from the Illinois Eastern Community College District #529 Board of Trustees on January 18, 2022, effective immediately.

Pursuant to ILCS-805/3-7 (d) “Whenever a vacancy occurs, the remaining members shall fill the vacancy, and the person so appointed shall serve until his successor is elected at the next regular election for Board members....”

A motion to present the name of a prospective individual to fill the vacancy would be appropriate at this meeting or the March 2022 meeting of the IECC Board of Trustees.

RG/sc

Agenda Item #13

Approval of Executive Session Minutes

A. Written Executive Session Minutes

B. Audio Executive Session Minutes

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: February 11, 2022
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the February Personnel Report. Additional information for items 400.1, 400.2, and 400.5 have been sent under separate cover.

INDEX

- 400.1. Employment of Personnel**
- 400.2. Change in Status**
- 400.3. Bargaining Unit Faculty Seniority List 2021-2022 (attachment)**
- 400.4. Non-Bargaining Unit Faculty Seniority List 2021-2022**
- 400.5. Retirement Ratification**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Classified

1. Autumn Hoalt, Custodian, LTC, effective February 21, 2022.

400.2. Change in Status

A. Professional Non-Faculty, Non-Exempt

1. Tyson Murray, Advisor, LTC, to College Admission Representative, DO/LTC, effective June 1, 2022.
2. Danelle Davis, Office Assistant, LTC, to Bookstore Manager, LTC, effective February 21, 2022.

400.3. Bargaining Unit Faculty Seniority List 2021-2022 (attachment)

400.4. Non-Bargaining Unit Faculty Seniority List 2021-2022

Coal Mining Technology (non-bargaining unit)

- | | |
|----------|--|
| 8 yrs. | Michael Woods (includes one-year seniority for 2021-22 academic year) |
| 6.5 yrs. | Wesley Taylor (includes one-year seniority for 2021-22 academic year) |
| 3.5 yrs. | Wendy Coles (includes one-year seniority for 2021-22 academic year) |
| 3.5 yrs. | Calvin Melvin (includes one-year seniority for 2021-22 academic year) |
| 1 yr. | Stephen Murray (includes one-year seniority for 2021-22 academic year) |
| 1 yr. | Joseph Myers (includes one-year seniority for 2021-2022 academic year) |
| 1 yr. | Joshua Hoffert (includes one-year seniority for 2021-2022 academic year) |

400.5. Retirement Ratification

A. Faculty

1. Brenda Phegley, Professor, WVC, effective May 13, 2022.

Faculty Seniority List for 2021/2022 (Bargaining Unit)

TEACHING AREA	NAME	SUBTOTAL	TOTAL YEARS
ACCOUNTING			
	KRISTI URFER	11	Interim Dean
		11	1 year seniority for 21-22 AY
	JOHN KENDALL		12
			1 year seniority for 21-22 AY
ADMINISTRATIVE INFO TECH			
	JOHN KENDALL		8
	SHASTA BENNETT		6
	AMIE MAYHALL		6
ADVANCED MANUFACTURING			
	JAY CARTER		13
			1 year seniority for 21-22 AY
AGRICULTURAL TECHNOLOGY			
	STEVE HNETKOVSKY		15
	DOUG ROBB		15
			*1 year seniority for 21-22 AY
			*1 year seniority for 21-22 AY
ART			
	MICHAEL CONN		9
	HEATHER SANDY		5
			Dean of Instruction 07/17
			1 year seniority for 21-22 AY
AUTO SERVICE TECH			
	RODNEY MAXEY		19
	TYLER BOYLES		14
	BRIAN WICK		4
			year seniority for 21-22 AY
			1 year seniority for 21-22 AY
CHEMICAL SCIENCES			
	AARON LINEBERRY		7
	CHELSEA GEMEINHARDT		3
	BRADLEY LOGSDON		2
			1 year seniority for 21-22 AY
			1 year seniority for 21-22 AY
			1 year seniority for 21-22 AY

COLLISION REPAIR TECH			
	LONNIE BARNES	4.5	1 year seniority for 21-22 AY
COMPUTER TELEPHONY			
	TRAVIS MATTHEWS	7	
DIESEL EQUIPMENT TECHNOLOGY			
	SCOTT BALDING	20	1 year seniority for 21-22 AY
	ERIC SCHELLER	10	1 year seniority for 21-22 AY
EARLY CHILDHOOD DEVELOPMENT			
	CARLA CADWALADER	9	1 year seniority for 21-22 AY
ELECTRICAL DISTRIBUTION SYSTEMS			
	DUSTIN WIGGINS	1	1 year seniority for 21-22 AY
ELECTRONICS TECHNOLOGY			
	JAY CARTER	4	
ENGLISH			
	BRENDA PHEGLEY	38	1 year seniority for 21-22 AY
	KELLY PAYNE	18	1 year seniority for 21-22 AY
	CONNOR YORK	1	*1 year seniority for 21-22 AY
	KIMBERLY WELLEN	1	*1 year seniority for 21-22 AY
GUNSMITHING			
	BRIAN WICK	13	1 year seniority for 21-22 AY
HEALTH INFORMATICS			
	JODI PEACH	7	
HEALTH PROGRAMS			
	PAULETTA GULLETT	6	
	LAURIE JENKINS	4.5	
	JARED GULLETT	2.5	1 year seniority for 21-22 AY
	JODI PEACH	1	1 year seniority for 21-22 AY

HISTORY

DAVID DENTON		32	1 year seniority for 21-22 AY
ANDREW MCMURRAY		9	1 year seniority for 21-22 AY
CYNTHIA BOYCE	1		
	1	2	

HUMANITIES

CYNTHIA BOYCE	1		
	7	8	1 year seniority for 21-22 AY

INDUSTRIAL MAINTENANCE TECH

LOGAN MARSHALL		8	1 year seniority for 21-22 AY
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INFORMATION SYSTEMS TECHNOLOGY

JANE MCCORMICK		1	1 year seniority for 21-22 AY
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LIFE SCIENCE

ANURADHA ROY		35	1 year seniority for 21-22 AY
RICHARD POSKIN		23	1 year seniority for 21-22 AY
CHRISTIAN MATHEWS		22	1 year seniority for 21-22 AY
NIXIE HNETKOVSKY		19	*1 year seniority for 21-22 AY
CARRIE BROWN		19	*1 year seniority for 21-22 AY
NICK SHORT		16	1 year seniority for 21-22 AY
TODD GILL		9	1 year seniority for 21-22 AY
SARAH BERGBOWER		7	1 year seniority for 21-22 AY

MARKETING BUSINESS MANAGEMENT

AMIE MAYHALL		1	*1 year seniority for 21-22 AY
TOSHA BAKER		1	*1 year seniority for 21-22 AY

MATHEMATICS

C. ALLEN BROWN		29	1 year seniority for 21-22 AY
LAUREL CUTWRIGHT		21	1 year seniority for 21-22 AY
KIMBERLY SCHUCKER		15	1 year seniority for 21-22 AY
MARY (LINDA) MONGE		4.5	Interim Dean (12-13-13)
	7	11.5	1 year seniority for 21-22 AY
TAMMIE BOHNHOFF		10	1 year seniority for 21-22 AY

MEDICAL OFFICE ASSISTANT

SHASTA BENNETT	13	*1 year seniority for 21-22 AY
AMIE MAYHALL	12	

MICROCOMPUTER SUPPORT SPECIALIST

TRAVIS MATTHEWS	3	
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MUSIC

ANDREW PITTMAN	9	1 year seniority for 21-22 AY
WADE BAKER	5	1 year seniority for 21-22 AY
MICHAEL PATILLA	1	1 year seniority for 21-22 AY

NURSING

ANNE HUSTAD	17	1 year seniority for 21-22 AY
SHIRLEY SMITHENRY	16	*1 year seniority for 21-22 AY
ANGELIA WILLIAMS	16	*1 year seniority for 21-22 AY
CHERYL DILL	15.5	1 year seniority for 21-22 AY
WANDA DOUGLAS	11	1 year seniority for 21-22 AY
PAULETTA GULLETT	7	1 year seniority for 21-22 AY
MEGAN BUNNAGE	5	**1 year seniority for 21-22 AY
KAREN MARKS	5	**1 year seniority for 21-22 AY
BETH WILSON	5	**1 year seniority for 21-22 AY
BECKY COLEMAN	4.5	1 year seniority for 21-22 AY
JASMYNE LEWIS	4	***1 year seniority for 21-22 AY
JULIANNA FLEMING	4	***1 year seniority for 21-22 AY
LAURIE JENKINS	3	****1 year seniority for 21-22 AY
VANESSA LOWE	3	****1 year seniority for 21-22 AY
CORI STRINGFELLOW	3	****1 year seniority for 21-22 AY
CLARE ROOSEVELT	1	1 year seniority for 21-22 AY

PHYSICAL THERAPY ASSISTANT

LISA HOIPKEMIER	2	1 year seniority for 21-22 AY
KINSEY WHITAKER	1.5	1 year seniority for 21-22 AY

PHYSICSROBERT MASON
ANDREW KING23
11.51 year seniority for 21-22 AY
1 year seniority for 21-22 AY**PROCESS TECHNOLOGY**

TINA LINDLEY

3

1 year seniority for 21-22 AY

PSYCHOLOGYJASON HORTIN
PHIL THORSEN13
131 year seniority for 21-22 AY
1 year seniority for 21-22 AY**RADIO TV BROADCASTING**

KYLE PEACH

16

1 year seniority for 21-22 AY

RADIOGRAPHYLISA RAUCH 2013
BRITTANY OCHS9
21 year seniority for 21-22 AY
1 year seniority for 21-22 AY**REMEDIAL EDUCATION**

TRAVIS MATTHEWS

2

SOCIAL SERVICES

RONDA HOCKGEIGER

2.5

1 year seniority for 21-22 AY

SPEECHJILL WINTER
JESSICA MCDONALD19
41 year seniority for 21-22 AY
1 year seniority for 21-22 AY**SPORTS MANAGEMENT**

TYLER BROWNING

5

1 year seniority for 21-22 AY

TELECOMMUNICATIONS TECHNOLOGY

TRAVIS MATTHEWS

4
2
410
21 year seniority for 21-22 AY
1 year seniority for 21-22 AY

DENNIS YORK

TRUCK DRIVING

JOSEPH BROWN

4.5

1 year seniority for 21-22 AY

WELDING

RENO BEMONT

11

1 year seniority for 21-22 AY

CURTIS MARSHALL

10

1 year seniority for 21-22 AY

//***/** = Same Seniority

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Other Items

Agenda Item #18

Adjournment