

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

February 21, 2023



Location:

**Wabash Valley College
2200 College Drive
Mt. Carmel, IL 62863**

**Dinner – 5:30 p.m. – Main Hall 101
Meeting – 6:15 p.m. – Main Hall 101**

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 21, 2023

6:15 p.m.

Wabash Valley College

Main Hall 101

1. **Call to Order & Roll Call**Chairman Carter
2. **Welcome from the Chair**.....Chairman Carter
3. **Recognition of Visitors and Guests**..... President Fowler
 - A. Visitors and Guests
 - B. IECEA Representative
4. **Public Comment**
5. **Reports**
 - A. Trustees
 - B. Chancellor
 - C. Presidents
 - D. Board Secretary/ BoardBook Software..... Mrs. Music
6. **Approval of Consent Agenda**.....Chancellor Gower
 - A. Disposition of Minutes
 - B. Approval of Amended Minutes (December 2022)
 - C. Policy 200.1 Administrative Organization
 - D. Affiliation Agreements:
 - i. Wayne City Ambulance Service
7. **Action on Items Removed from Consent Agenda**.....Gower
8. **Policy First Reading (and Possible Approval)** Gower
 - A. None
9. **Policy Second Reading**Gower
 - A. None

- 10. **Staff Recommendations for Approval**
 - A. IECC Meta Majors.....Gower
 - B. LRC/ASC ReorganizationGower
 - C. IECC AY24 Tuition RatesGower
 - D. OCC Theater Addition.....Gower
 - E. Electric Supplier Contract..... Mr. Hawkins
 - F. TimelyCare AgreementGower

- 11. **Bid Committee Report**.....Gower
 - A. OCC Virtual Paint Station

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

- 13. **Executive Session**Gower
 - A. 2(c) (1) Employment/Appointment Matters
 - B. 2(c) (11) Litigation

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

- 15. **Approval of Personnel Report**.....Mrs. McDowell

- 16. **Collective Bargaining**Gower

- 17. **Litigation**Gower

- 18. **Other Items**

- 19. **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 the Main Building, Room 101, at Wabash Valley College, 2200 College Drive, Olney, Illinois, Tuesday, February 21, 2023.

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

Susan Batchelor, John D. Brooks, Roger Browning (via Zoom), Gary Carter, Brenda K. Culver, Jan Ridgely, Barbara Shimer, Raechel Hnetkovsky, Student Trustee. Trustees absent: None. 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

Matt Fowler, President of Wabash Valley College

Alex Cline, Director of Information & Communications Technology (via Zoom)

Ryan Hawkins, Chief Financial Officer/Treasurer

Andrea McDowell, Director of Human Resources

Sonja Music, Board Secretary

AGENDA #2 – “Welcome from the Chair” – Chairman Carter welcomed all who were present for the meeting.

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 – “Reports” –

#5-A. Report from Trustees: None

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

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

#5-D. Report from Cabinet: None.

AGENDA #6 – “Consent Agenda” – The following consent agenda items were presented for approval.

#6-A. “Disposition of Minutes”: Open meeting minutes as prepared for the regular meeting held Tuesday, January 17, 2022, were presented for disposition.

#6-C. “Policy 200.1 Administrative Organization”: Chancellor Gower recommended the revision of the current policy with minor editorial revisions throughout the policy.

#6-D. “Affiliation Agreements”: Chancellor Gower recommended the approval of an affiliation agreement with Wayne City Ambulance Service.

Board Action to Approve Consent Agenda: Trustee Culver made a motion to approve the consent agenda as presented. Trustee Batchelor seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #7 – “Action on Items Removed from Consent Agenda” – Chancellor recommended that Agenda item #6-B. “Approval of Amended Minutes (December 2022)” be removed from the consent agenda.

Board Action to Approve Consent Agenda: Trustee Culver made a motion to remove Item #6.B “Approval of Amended Minutes (December 2022)” from the consent agenda. Trustee Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#6-B. “Approval of Amended Minutes (December 2022)”: Chancellor Gower recommended approval of the amended minutes of the meeting held on December 13, 2022.

Board Action to Approve Amended Minutes (December 2022): Trustee Culver made a motion to approve the amended minutes of the meeting held on December 13, 2022 as presented. Trustee Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #8 – “Policy First Readings (and Possible Approval)” – None.

AGENDA #9 – “Policy Second Readings” – None.

AGENDA #10 – “Staff Recommendations for Approval” – The following staff recommendations were presented for approval.

#10-A. IECC Meta Majors: Chancellor Gower recommended approval to establish five met-majors and 18 departments as part of the strategic engagement planning process for the IECC district.

Board Action: Trustee Shimer made a motion to approve the IECC Meta Majors as presented. Trustee Batchelor seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None.

Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#10-B. LRC/ASC Reorganization: Chancellor Gower recommended the reorganization of the Learning Resource Center and the Academic Success Center to address gaps in student services and a revised organization chart.

Board Action: Trustee Browning made a motion to approve the LRC/ASC Reorganization as presented. Trustee Culver seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#10-C. IECC AY24 Tuition Rates: The Board approved a ten percent increase for tuition rates for Fiscal Year 2024 to address increasing operational costs. IECC will remain among the most affordable community colleges.

Board Action: Trustee Browning made a motion to approve the IECC AY24 Tuition Rates as presented. Trustee Culver seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#10-D. OCC Theater Addition: Chancellor Gower recommended the Board approve an addition to the OCC Theater. Funding for the project will be split between the District and fundraising efforts.

Board Action: Trustee Ridgely made a motion to approve the OCC Theater Addition as presented. Trustee Shimer seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#10-E. Electric Supplier Contract: The Board approved a 30-month contract with the District's electricity supplier. The new contract will result in \$485,000 of savings in the next academic year.

Board Action: Trustee Culver made a motion to approve the Electric Supplier Contract as presented. Trustee Browning seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#10-F. TimelyCare Agreement: Chancellor Gower recommended approval of an agreement with TimelyCare for mental health services for student and employees on all IECC campuses through 2026.

Board Action: Trustee Batchelor made a motion to approve the TimelyCare Agreement as

presented. Trustee Shimer seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 - “Bid Committee Report” – Chancellor Ryan Gower reviewed the following Bid Committee report that addresses the cost of a program for Olney Central College’s Automotive Collision Repair Program. Chancellor Gower 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 accepting the bid from Virtual Paint Products for a total of \$31,000.

Virtual Paint Station OCC	
Company	Bid
Virtual Paint Products Dike, IA	\$31,000
Williams Crow Inc. dba Aidex Corp. Rossville, IN	\$31,695

Respectfully submitted,
Ryan Gower
Ryan Hawkins

Department: Olney Central College’s Automotive Collision Repair Program.

Source of Funds: Collision Repair Ed Fund.

Rationale for Purchase: Virtual Paint Products, 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 Culver made a motion to approve the Bid Committee Report recommendation as presented. Student Trustee Hnetkovsky seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #12 – “District Finance” – The following district financial matters were presented:

#12-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of January 31, 2023.

#12-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for February 2023, totaling \$2,366,367.20 were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Ridgely made a motion to approve payment of district financial obligations for February 2023, in the amounts listed. Trustee Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student Advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #13 – “Executive Session” – The Board of Trustees went into executive session at 8:04 p.m. and the executive session was adjourned at 9:35 p.m. and returned to regular session. Separate minutes for the closed executive session meeting have been prepared for this meeting.

AGENDA #14 - “Approval of Executive Session Minutes” - The following actions were taken relative to executive session minutes.

#14-A. Written Executive Session Minutes: The Board of Trustees did not hold an executive meeting at the January 17, 2023 meeting.

#14-B. Audio Recording of Executive Session: The Board of Trustees did not hold an executive meeting at the January 17, 2023 meeting.

AGENDA #15 – “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. Professional, Non-Faculty, Exempt

1. Jordan Higgason, Success Coach, FCC & WVC, effective February 27, 2023
2. Devin Hilfirty, Success Coach, OCC & LTC, effective February 27, 2023

400.2. Change in Status

1. Lori Barger, Administrative Assistant, DO, to Information Specialist, DO, effective February 27, 2023

400.3. Special Assignment

400.4. Resignation Ratification

1. Rachel Doan, TRIO Upward Bound Counselor, DO, effective January 30, 2023
2. Trudy Hemrich, Bookkeeper, DO, effective March 1, 2023
3. Marty Fatheree, Maintenance, WRC, effective February 22, 2023
4. Fawna Forrest, HR Coordinator, DO, effective February 20, 2023

400.6. Termination

1. Erick Schmitt, Maintenance/Custodian, WVC, effective February 21, 2023
2. Shane Meeks, Custodian, OCC, effective February 21, 2023

Board Action to Approve Personnel Report: Trustee Culver made a motion to approve the foregoing Personnel Report as recommended. Student Trustee Hnetkovsky seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Susan Batchelor, John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #16 – “Collective Bargaining” – None.

AGENDA #17 – “Litigation” – Chancellor Gower provided an update on litigation.

AGENDA #18 – “Other Items” – None.

AGENDA #19 – “Adjournment” –Trustee Ridgely made a motion to adjourn. Trustee Shimer 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 9:46 p.m.

Approved: Chairman: Brenda K. Culver
 Secretary: Sonja Music