

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

June 15, 2021



Location:

**Lincoln Trail College
11220 State Highway 1
Robinson, IL 62454**

<https://zoom.us/j/98142087988>

Meeting ID: 981 4208 7988
Dial in: 312 626 6799

**Dinner – 6:15 p.m. – Lincoln Room
Meeting – 7:00 p.m. – Statesmen Grill (Cafeteria)**

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**

June 15, 2021

7:00 p.m.

**Lincoln Trail College
Statesmen Grill (Cafeteria)**

<https://zoom.us/j/98142087988>

Meeting ID: 981 4208 7988

Dial in: 312 626 6799

1. Call to Order & Roll Call Chairman Carter
2. Disposition of Minutes Chancellor Gower
3. Recognition of Visitors and Guests Gower
 - 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 500.14 Tuition Waiver
 - B. Policy 100.8 Nondiscrimination
7. Policy Second Reading Gower
 - A. None
8. Staff Recommendations for Approval
 - A. Renewal of Property, Casualty & Liability Insurance Coverage Hawkins
 - B. FY2022 Budget Resolution Hawkins
 - C. Tentative Budget Approval FY22 Hawkins
 - D. Building and Maintenance Fund Resolution Hawkins
 - E. Inter-Fund Loans Resolution Hawkins
 - F. Working Cash Fund Resolution Hawkins

- G. Payment of Accrued Bills Gower
- H. Lease Agreements Gower
- I. Capital Development Board #810-043-006 Gower
- J. 2021 Student Satisfaction Survey Results Gower

- K. Affiliation Agreements..... Gower
R&T Physical Therapy/ Wabash General Hospital/ Fairfield Memorial Hospital/ Clay
County Hospital/ Rehab for Life/ Joyner Therapy Services/ Renewal Rehab/ Deaconess
Gibson General Hospital/ Progressive Health of Indiana

- 9. Bid Committee Report Gower
A. TRIO Student Support Services 2021 Educational Trip

- 10. District Finance
A. Financial ReportHawkins
B. Approval of Financial ObligationsHawkins

- 11. Executive Session..... Gower

- 12. Approval of Executive Session Minutes
A. Written Executive Session Minutes Gower
B. Audio Executive Session Minutes Gower
C. Semi-Annual Review of Executive Session Minutes Gower

- 13. Approval of Personnel Report..... Gower

- 14. Collective Bargaining..... Gower

- 15. Litigation Gower

- 16. Other Items

- 17. 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 person and by telecommunication means (Zoom) from the Cafeteria at Lincoln Trail College, 11220 State Highway 1, Robinson, Illinois, Tuesday, June 15, 2021.

AGENDA #1 – “Call to Order & Roll Call” – Chairman Gary Carter called the meeting to order at 7:00 p.m. and directed the 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, Alan Henager, Jan Ridgely (via Zoom), Barbara Shimer, Brady Waldrop. Trustees absent: None. Student Trustee Sania Borom (via Zoom) joined the meeting at 7:20 p.m.. 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, or participating by Zoom at this meeting, in addition to trustees:

Ryan Gower, Chancellor.

Roger Eddy, Interim President of Lincoln Trail College.

Jay Edgren, President of Frontier Community College.

Matt Fowler, President of Wabash Valley College.

Rodney Ranes, President of Olney Central College.

Ryan Hawkins, Chief Financial Officer.

Andrea McDowell, Director of Human Resources.

Renee Smith, Board Secretary.

AGENDA #2 – “Disposition of Minutes”

Regular Meeting Held May 18, 2021: Open meeting minutes as prepared for the regular meeting held May 18, 2021 were presented for disposition.

Board Action to Approve Minutes: Trustee Al Henager made a motion to approve minutes of the regular meeting held on May 18, 2021 as prepared. Trustee Brenda Culver 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.

Board Recess and Reconvene

At this time, Trustee Brenda Culver made a motion to recess the meeting for a brief tour of LTC facilities and then reconvene. Trustee Barbara Shimer 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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. The meeting recessed at 7:11 p.m.

Student Trustee Sania Borom joined the meeting via Zoom at 7:20 p.m.

Following the tour and return to the cafeteria, Trustee Brenda Culver made a motion to reconvene in regular session and Trustee Barbara 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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. The meeting reconvened at 7:24 p.m.

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

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

#3-B. IECEA Representative: Rob Mason IECEA President was present and reported on a successful academic year. He expressed praise for IECC Faculty’s willingness and ability to adjust to pandemic restrictions. He also expressed gratitude to the IECC Board for providing staff development to assist in a smoother transition from in person learning to online learning.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: Barbara Shimer reported on a recent ICCTA meeting she attended.

#5-B. Report from Presidents: Reports were presented from the Presidents.

#5-C. Report from Cabinet: None.

AGENDA #6 – “Policy First Readings (and Possible Approval)” –

#6-A. 500.14 Tuition Waiver: Revisions to the policy were presented. The Chancellor recommended second reading be waived and the approval of Policy 500.14 Tuition Waiver.

STUDENT - 500

Tuition Waiver (500.14)

Date Adopted: November 17, 1998

Revised: July 19, 2005

Revised: May 15, 2007

Revised: April 21, 2009

Revised November 17, 2009

Revised November 16, 2010

Revised: April 17, 2012

Revised: November 19, 2013

Revised: March 17, 2015

Revised: February 16, 2016

Revised: April 19, 2016

Revised: March 20, 2018

Pending Board Approval June 15, 2021

A. Senior Citizens: Tuition is waived for residents of the District who are 60 years or older. Non-credit course fees are not waived.

B. Full-Time Employees: It shall be the policy of the Board of Trustees that tuition shall be waived for all full-time employees (current or SURS qualified retirees) of the District and members of their immediate family. Members of the immediate family shall be defined as the spouse and children of full-time employees. To be eligible for the tuition waiver children must be under 24 years of age. However, a spouse or dependent who has been convicted of criminal conduct that would threaten staff or student health, welfare, or safety; or who was discharged for cause from district employment, shall not be entitled to a tuition waiver. Any full-time employee taking a course that is considered professional development for the area in which they work at IECC shall have ~~the universal~~ all fees waived in addition to the tuition waiver.

In the event of a full-time employee's death during his/her active employment with IECC, his/her children will be given a waiver of, in-district tuition to be used during his/her college career up to age 24. A spouse of a deceased full-time employee must use their tuition waiver within 6 years of the date of the death of the full-time employee.

C. Part-time Hourly Employees: It shall be the policy of the Board of Trustees that tuition for a semester shall be waived for all part-time hourly employees of the District and members of their immediate family, who are working 10 hours or more per week in the same semester in which the waiver is sought. Members of the immediate family shall be defined as spouse and children of the part-time employee. To be eligible for the tuition waiver children must be under 24 years of age. Any part-time non-faculty employee taking a course that is considered professional development for the area in which they work at IECC shall have ~~the universal~~ all fees waived in addition to the tuition waiver. This tuition waiver does not apply to student workers (work-study or non-work study), unless they are a dependent of an employee.

D. Part-time Faculty: It shall be the policy of the Board of Trustees that tuition for a semester shall be waived for all part-time faculty of the District and member of their immediate family, who are teaching 3 credit hours or more in the same semester in which the waiver is sought. Members of the immediate family shall be defined as the spouse and children of the part-time employee. To be eligible for the tuition waiver children must be under 24 years of age. Any part-time faculty taking a course that is considered professional development for the area in which they work at IECC shall have ~~the universal~~ all fees waived in addition to the tuition waiver.

~~E. After 6 p.m.; before 6 p.m. Waiver: Effective Summer Semester 2010, tuition of \$20.00 per semester hour will be charged for students enrolled in four semester hours or less per semester if the course(s) begins after 6 p.m. Tuition of \$20.00 per semester hour will be charged for students enrolled in four semester hours or less before 6 p.m. if the student works a night shift on a full-time basis.~~

~~FE.~~ Discretionary Tuition Waivers: Other types of tuition waivers may be granted at the recommendation of the President of the college with approval of the ~~Chief Executive Officer~~ Chancellor or his designee.

Board Action: Trustee Brenda Culver made a motion to waive second reading and approve the foregoing policy as recommended. Trustee Al Henager 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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. 100.8 Nondiscrimination: Revisions to the policy were presented. The Chancellor recommended second reading be waived and approval of the Policy 100.8 Nondiscrimination.

Nondiscrimination Policy (100.8)

Date Adopted: December 19, 1989

Revised: September 15, 2015

Revised: October 16, 2018

Revised: June 15, 2021 (Pending Board Approval)

I. Policy Statement

~~All Offices, Divisions, Colleges and other units of~~ Illinois Eastern Community Colleges District No. 529 is committed to the most fundamental principles of human dignity, equality of opportunity, and academic freedom. Decisions involving students and employees are based on individual merit and free from discrimination or harassment in any form. To this end, IECC operates pursuant to all applicable state and federal laws relating to equal educational opportunity and affirmative action, including but not limited to Executive Orders 11246 and 11375 as amended, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Human Rights Act of 1977, Section 503/504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Readjustment Act of 1974, ~~Title II of~~ the Americans with Disabilities Act of 1990, ~~and~~ the Genetic Information Nondiscrimination Act of 2008, and the Illinois Human Rights Act.

II. Policy Scope

This ~~District does not discriminate in any of its~~ policy is applicable to educational programs and offerings, ~~or in any of the activities, and services offered or provided or operated by the Community College District and its Colleges~~ IECC. Additionally, this policy applies to all conditions of employment, including but not limited to hiring, placement, promotion, transfer, demotion, selection, recruitment, employment, advertising, layoff and termination, and compensation.

III. Compliance

Various measures ensure compliance with this policy and allow for continuous notification to students, employees, and others:

- A. widespread dissemination of IECC's Nondiscrimination Statement on IECC's website and in the academic catalog and in all formal student and employee recruitment publications. The statement will read: 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-;
- B. designating capable personnel to coordinate compliance: The Program Director of Grants and Compliance will serve in this capacity as it relates to students and issues not

pertaining to employees and employment. The Director of Human Resources will serve in this capacity as it relates to employees and employment; and

C. implementing procedures for receiving and responding to nondiscrimination complaints.

IV. Retaliation Prohibited

Retaliation against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful discriminatory practice is prohibited.

~~This policy applies to all conditions of employment, including but not limited to hiring, placement, promotion, transfer, demotion, selection, recruitment, employment, advertising, layoff and termination, and compensation.~~ [Moved above to Policy Scope]

~~This District does not discriminate in any of its educational programs and offerings, or in any of the activities offered or operated by the Community College District and its Colleges.~~ [Moved above to Policy Scope and reworded.]

V. Related Policies and Procedures

Consult the following policies which are specific to the form of discrimination or harassment for which they address:

100.12 Americans with Disabilities Act: Provides for an inclusive and accessible environment in compliance with ADA and defines the process for requesting a reasonable accommodation.

100.31 Preventing Sexual Misconduct: Provides for an environment free from discrimination, harassment, and other misconduct on the basis of sex and defines the process for assistance and reporting alleged sex-based misconduct.

Board Action: Trustee Al Henager made a motion to waive second reading and approve the foregoing policy as recommended. Trustee Jan 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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– “Policy Second Readings” – None.

AGENDA #8 – “Staff Recommendations for Approval” –

#8-A. Renewal of Property, Casualty & Liability Insurance Coverage: The Chancellor recommended approval of the District's insurance coverage for property, commercial general liability, college board legal, and errors and omissions, commercial automobile, commercial liability, worker's compensation, student professional liability, fiduciary liability, cyber liability, and student accident and death. The District's current premium was \$421,107. The proposed new premium is \$419,702.

Board Action: Trustee Barbara Shimer made a motion to approve the renewal of the District's property, casualty, and liability insurance coverage as recommended. Trustee Brady 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

#8-B. FY2022 Budget Resolution: Ryan Hawkins presented the following resolution for approval:

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community Colleges District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the budget for said community college district for the 2022 fiscal year:

1. Date of Fiscal Year: July 1, 2021 – June 30, 2022.
2. Publication of Notice of Public Hearing on Budget: On or before June 18, 2021.
3. Tentative Budget to be available for Public Inspection at the District Business Office: On and after June 16, 2021.
4. Public Hearing on Budget: July 20, 2021, at the hour of 7:00 p.m. local time, Olney Central College, 305 N. West Street, Olney, IL 62450.
5. Adoption of Budget: July 20, 2021, following the Public Hearing.

Board Action: Trustee Brenda Culver made a motion to approve the foregoing Budget Resolution for Fiscal Year 2022. Trustee Al Henager 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

#8-C. Tentative Budget Approval FY22: Annually, the District must publish for inspection the tentative budget for at least thirty days. Following approval of the Board, the District will display the tentative budget from June 16th through July 20th when a public hearing will be held to review any changes and the Board's adoption of the final budget.

The tentative budget document represents the current and best judgment of the District administration. The District is projecting overall revenues of \$54,768,209. This tentative budget reflects an increase of \$2,417,347 or 4% primarily driven by state and local contributions for capital projects anticipated during the fiscal year. The District is projecting overall expenditures of \$65,941,726, which reflects an increase of \$7,785,585 or 13%.

As required by law, a Public Hearing on the Budget will be held on July 20, 2021 and following the hearing, a final budget will be presented to the Board for its approval. The Chancellor recommended approval of the FY2022 tentative budget as presented.

Board Action: Trustee Brenda Culver made a motion to approve the Tentative Budget for Fiscal Year 2022 as recommended. Trustee Barbara Shimer 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

#8-D. Building and Maintenance Fund Resolution: Ryan Hawkins presented the following resolution that authorizes the Chancellor of the District to budget and expend funds from a tax levied for operations, building and maintenance purposes, for the payment of salaries of maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment or the cost of a professional survey of the condition of school buildings or of any one or more of the preceding items. The Chancellor recommended approval of the following resolution:

WHEREAS, expenses payable from taxes levied for operations, building and maintenance purposes and for the purchase of school grounds are subject to 110 ILCS 805/3-20.3.

WHEREAS, funds expended for obligations incurred for the improvement, maintenance, repair or benefit of buildings and property, including cost of interior decorating and the installation, improvement, repair, replacement and maintenance of building fixtures, for the rental of buildings and property for community college purposes or for the payment of all premiums for insurance upon buildings and building fixtures shall be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds,

WHEREAS, payment of all salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or such other contractors as

required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment, or the cost of a professional survey of the conditions of school building, or any one or more of the preceding items may not be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds without resolution of the Board of Trustees,

SO BE IT RESOLVED, that the Board of Trustees of the Illinois Eastern Community College District No. 529 by resolution authorizes the Chancellor of the District to budget and expend funds from a tax levied for operations, building and maintenance purposes for the payment of salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment or the cost of a professional survey of the condition of school buildings or of any one or more of the preceding items.

Board Action: Trustee Al Henager made a motion to approve the Building and Maintenance Fund Resolution as recommended. Trustee Brady 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

#8-E. Inter-Fund Loans Resolution: During each fiscal year, transfers are required to be made between existing designated funds to meet obligations of the District.

Each fiscal year the Board of Trustees is asked to approve a resolution authorizing these inter-fund loans and transfers. These inter-fund loans, from any fund to any other fund maintained by the Board, are for the purpose of meeting the ordinary and necessary expenditures of the district.

The Chancellor recommended that the Board adopt the following resolution which authorizes the Treasurer of the District to make inter-fund loans as required during fiscal year 2022, and that such inter-fund loans be repaid and retransferred to the proper fund no later than June 30, 2022.

WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District No. 529 desires to affect certain inter-fund loans for Fiscal Year 2022, pursuant to 110 ILCS 805/3-34, and

WHEREAS, these inter-fund loans, from any fund to any other fund maintained by the Board, are for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the District.

SO BE IT RESOLVED, that the Board of Trustees hereby authorizes the Treasurer of the District to make inter-fund loans as required for Fiscal Year 2022, and to make the necessary transfers therefor.

BE IT FURTHER RESOLVED, that each such inter-fund loan must be repaid and retransferred to the proper fund no later than June 30, 2022.

Board Action: Trustee Brenda Culver made a motion to approve the Inter Funds Resolution as recommended. Trustee Jan 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

#8-F. Working Cash Fund Resolution: Ryan Hawkins presented the following resolution. The Board of Trustees is required to approve a resolution authorizing the permanent transfer of interest earned on the Working Cash Fund to the General Fund for the purpose of paying general obligations of the District.

The Treasurer of the District has or will transfer approximately \$150,000 from the Working Cash Fund to the General Fund prior to June 30, 2021. Only interest is transferred and the principal of the Working Cash Fund remains intact. If for any reason the principal was spent and the District was unable to repay it, the Working Cash Fund would be depleted. A Working Cash Fund could only be reestablished by approval of a voter referendum. The Chancellor recommended that the Board adopt the following resolution authorizing the Treasurer to permanently transfer approximately \$150,000 from the Working Cash Fund to the General Fund prior to June 30, 2021.

WHEREAS, the Board of Trustees approved the permanent transfer of interest earned on the Working Cash Fund monies to the General Fund on or before June 30, 2021;

WHEREAS, the Board of Trustees initiated this transfer pursuant to 110 ILCS 805/3-33.6 for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the district;

WHEREAS, the Board used these funds for aforesaid purposes and no repayment of this money is required;

SO BE IT RESOLVED that the Board of Trustees authorizes the Treasurer of the District to permanently transfer approximately \$150,000 Working Cash Fund interest to the General Fund, said transfer to be made on or before June 30, 2021.

Board Action: Trustee Al Henager made a motion to approve the Working Cash Fund Resolution as recommended. Trustee Brenda Culver 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

#8-G. Payment of Accrued Bills: The District's fiscal year ends on June 30, and under general accounting rules, the District pays bills accrued in June, but received in July, as expenses for FY2021. By July 20, all FY2021 accrued bills received during this run-out period will be paid. Therefore, these accrued bills will be paid before the Board approves them. At each regular Board meeting, the Board receives an electronic copy of bills for review and payment. At the August Board meeting, that electronic report will include current bills for approval plus the bills that were paid in the accrual period. Each of these accrual period payments will be designated with an A (for accrual) beside the vendor. This procedure has been followed in prior years. The Chancellor recommended approval to pay the FY2021 accrued bills prior to Board approval, with the understanding that these bills will be made available electronically for Board review at the August Board meeting.

Board Action: Trustee Brenda Culver made a motion to pay the FY2021 accrued bills prior to Board approval, with the understanding that these bills will be made available electronically for Board review at the August Board meeting, as recommended. Trustee Al Henager 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-H. Lease Agreements – The following IECC leases, as listed in full in the board agenda, were presented for Board information and for Board of Trustees approval as indicated:

1. IECC/LTC Storybrooke Pre-K Lease – The lease began on September 18, 2019 and is for approximately 4,200 square feet in the Industrial Annex of LTC for classroom facilities for a pre-k program. The lease term is being extended to June 30, 2022 at \$2,100 per month rent, with an annual auto renewal if mutually agreed to in writing.
2. IECC/SIU School of Medicine – The lease is for office space at Olney Central College and includes 120 square feet of office space and common space which includes break room, restrooms, and conference room for facilitation of the Center of Rural Health and Social Service Development through Southern Illinois University's School of Medicine. Pursuant to Section #5 of the lease, SIU Medicine has exercised their third of four options to renew this lease. The current lease period is July 1, 2021 through June 30, 2022 with one additional option to renew.

Board Action: Trustee John Brooks made a motion to approve the lease agreements with Storybrooke Pre-K and with the SIU School of Medicine as recommended. Trustee Brady 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. Trustees voting nay: None. Trustees

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

#8-I. Capital Development Board #810-043-006 – The Chancellor recommended the Board’s approval of a Trust Agreement with First National Bank in Olney for the Capital Development Board Project #810-043-006 and authorization of the local funding for this project.

Board Action: Trustee Barbara Shimer made a motion to approve a trust agreement with First National Bank in Olney and for the Capital Development Board Project #810-043-006 and for authorization of the local funding for this project. Trustee Al Henager 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-J. 2021 Student Satisfaction Survey Results – IECC students continue to be satisfied with services provided by the colleges, according to the latest student satisfaction survey, with survey questions inquiring about the student’s level of satisfaction in specific areas including Student Services, Instruction, Learning Resource Centers, and Technology. Additionally, the survey asked how likely students would recommend the college to others. The Chancellor recommended acceptance of the results of the 2021 Student Satisfaction Survey.

Board Action: Student Trustee Sania Borom made a motion to accept the Student Satisfaction Survey results. Trustee Al Henager 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-K. Affiliation Agreements – Chancellor Gower recommended approval of the following affiliation agreements. The agreements were sent to Trustees by email prior to the meeting.

- R&T Physical Therapy- IECC Clinical Agreement
- Wabash General Hospital- IECC Clinical Agreement
- Fairfield Memorial Hospital- IECC Clinical Agreement
- Clay County Hospital- IECC Clinical Agreement
- Rehab for Life- IECC Clinical Agreement
- Joyner Therapy Services- IECC Clinical Agreement
- Renewal Rehab- IECC Clinical Agreement
- Deaconess Gibson General Hospital- IECC Clinical Agreement
- Progressive Health of Indiana- IECC Clinical Agreement

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreements as recommended. Trustee Barbara Shimer 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 #9 – “Bid Committee Report” – The Bid Committee presented the following recommendations, followed by Board action as indicated:

TRIO Student Support Services 2021 Educational Trip

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 Brightspark Travel, Inc. for a total of \$35,250.00.

Company	Total Bid
Brightspark Travel, Inc. Chicago, IL	\$35,250.00

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Renee Smith

Department: TRIO Student Support Services

Source of Funds: The TRIO Student Support Services program is 100% federally funded by the U.S. Department of Education for \$348,002.

Rationale for Purchase: The proposal from Brightspark Travel, Inc. 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 Al Henager made a motion to approve the recommendation of the Bid Committee for the TRIO Student Support Services Educational Trip as recommended. Trustee Brenda Culver 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 #10 – “District Finance” – The following District financial matters were presented.

#10-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of May 31, 2021.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for May 2022, totaling \$615,135.02, were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Jan Ridgely made a motion to approve payment of district financial obligations for June 2022, in the amounts listed. Trustee Barbara Shimer 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 – “Executive Session” – The Board of Trustees entered into Executive Session under Section 2(c)(2) of the Open Meetings Act to consider the collective bargaining or salary schedule issues. Trustee Brenda Culver made a motion to go into closed session at 8:20 p.m. The motion was seconded by Trustee Al Henager. The Chair asked 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 closed meeting began at 8:20 p.m. The closed session adjourned at 9:16 p.m. and reconvened in open public session. Separate minutes have been prepared for the closed executive session.

AGENDA #12 – “Approval of Executive Session Minutes”

#12-A – “Written Executive Session Minutes” – There was no executive session held during the May 18, 2022 meeting.

#12-B - “Audio Executive Session Minutes” - There was no executive session held during the May 18, 2022 meeting.

#12-C – “Semi-Annual Review of Executive Session Minutes” – The Board of Trustees, having conducted a semi-annual review of executive session minutes as mandated by Section 2.06 of the Open Meetings Act, the Chancellor presented the following report and recommendations:

A. The following written executive session minutes were reviewed in December 2020 and the decision was made at that time to keep them closed:

1. Tuesday, June 20, 1995.
2. Tuesday, August 15, 1995.
3. Tuesday, September 19, 1995.
4. Friday, August 2, 1996.
5. Tuesday, January 17, 2012.
6. Tuesday, February 19, 2019.
7. Tuesday, July 16, 2019.
8. Tuesday, October 15, 2019.
9. Tuesday, December 10, 2019.
10. Tuesday, January 21, 2020.
11. Tuesday, February 18, 2020.
12. Tuesday, August 18, 2020

B. The following written executive session minutes have been approved, but remain closed, and are being subjected to the semi-annual review for the first time in December 2020:

1. Tuesday, February 16, 2021.

C. The following written executive session minutes have been approved and opened to the public record:

1. None.

D. Audio recordings of previously approved executive sessions will remain closed to the public record and these audio executive session recordings will remain in the custody of the Board Secretary until 18 months following the executive session at which the audio recordings were made:

1. Tuesday, December 10, 2019.
2. Tuesday, January 21, 2020.
3. Tuesday, February 18, 2020.
4. Tuesday, August 18, 2020.
5. Tuesday, February 16, 2021.

E. As part of the Board of Trustees semi-annual review of executive sessions, the Board notes that the audio tape recordings of the following meetings have been held by the Secretary for more than the 18 months required, and the Secretary is directed to destroy these recordings after this meeting:

1. Tuesday, July 16, 2019.

2. Tuesday, October 15, 2019.

F. As part of the Board of Trustees semi-annual review of executive session minutes, the Board notes that executive sessions were not held on the following dates:

1. Tuesday, December 8, 2020.
2. Tuesday, January 19, 2021.
3. Tuesday, March 16, 2021.
4. Tuesday, April 27, 2021.
5. Tuesday, May 18, 2021.

G. It is recommended that the following previously approved closed meeting minutes be open to the public record:

1. Tuesday, July 16, 2019.
2. Tuesday, August 18, 2020.
3. Tuesday, February 16, 2021.

Board Action: Trustee Brenda Culver made a motion to accept the report on the Semi-Annual Review of Executive Session Minutes as outlined and as recommended. Trustee Al Henager seconded the motion and on a voice vote, the Chair declared the motion carried.

AGENDA #13 – “Approval of Personnel Report” – Human Resources Director Andrea McDowell presented the following Personnel Report and recommended approval.

400.1. Employment of Personnel

A. Faculty

1. Dustin Wiggins, Electrical Distribution Systems Instructor, FCC, effective August 10, 2021.
2. Connor York, English Instructor, LTC, effective August 10, 2021.

B. Professional Non-Faculty

1. Andrea Loll, Director of Enrollment Management, DO, effective June 18, 2021.

400.2. Change in Status

A. Administrative

1. Sharmila Kakac, Program Director, Adult Education, FCC, to Dean of Business & Industry, FCC, effective July 1, 2021.
2. Tona Ambrose, Director of College Access, LTC, to Director of the Center for Excellence in Teaching and Learning (CETL), DO, effective July 1, 2021.

B. Professional, Non-Faculty, Exempt

1. Sheri Gray, Advisor/Recruiter, OCC, to Director of Instructional Services, OCC, effective June 16, 2021.

C. Classified

1. Julie Courtney, from Clerk/Receptionist, LTC, to Student Services Specialist, LTC, effective June 16, 2021.

400.3. Special Assignments FY22

**Special Assignments
Frontier Community College**

<u>Academic</u>		<u>Special Assignment</u>	Approved 2020-2021	Recommended 2021-2022
**		Lead Inst Electrical Distribution	\$550	\$550
Rodney	Maxey	Lead Inst Auto Tech	\$550	\$550
Jodi	Peach	Lead Inst Health Informatics	\$550	\$550
Athletics				
		<u>Special Assignment</u>	-	
Nixie	Hnetkovsky	Head Volleyball Coach	\$6,000	\$6,000
Nixie	Hnetkovsky	Athletic Director	\$5,000	\$5,000
Extra-Curricular				
		<u>Special Assignment</u>	-	
Nixie	Hnetkovsky	Social and Behavioral Science Discipline Facilitator	\$1,000	\$1,000
Nixie	Hnetkovsky	Life & Physical Science Discipline Facilitator – FCC	\$1,000	\$1,000
Linda	Monge	Math Discipline Facilitator – FCC	\$1,000	\$1,000
**		English/Comm. Discipline Facilitator – FCC	\$1,000	\$1,000

<u>Other</u>		<u>Special Assignment</u>	-	
Mary	Johnston	Building supervision	\$3,000	\$3,000
Kent	Staley	O & M Team Leader	\$7,500	\$7,500

**Special Assignment to be assigned once new faculty is hired.

Special Assignments Lincoln Trail College

<u>Academic</u>		<u>Special Assignment</u>	Approved 2020- 2021	Recommended 2021-2022
Jared	Gullett	Lead Inst Health Programs	\$550	\$550
Laurie	Jenkins	Lead Inst Health Programs	\$550	\$550
Tina	Lindley	Lead Inst Process Technology	\$550	\$550
Travis	Matthews	Lead Inst Broadband/Telecom	\$650	\$650
<u>Athletics</u>				
		<u>Special Assignment</u>	-	
Kevin	Bowers	Athletic Director	\$5,000	\$5,000
<u>Extra-Curricular</u>				
		<u>Special Assignment</u>	-	
Cindy	Boyce	Social & Behavioral Science Discipline Facilitator – LTC	\$1,000	\$1,000
Carrie	Brown	Life & Physical Science Discipline Facilitator – LTC	\$1,000	\$1,000
Rebecca	Carmack	Performing Arts Coordinator	\$1,500	\$1,500
Rebecca	Carmack	Humanities/Fine Arts Discipline Facilitator - LTC	\$1,000	\$1,000
Travis	Matthews	Faculty Coordinator of Student Learning Assessment– LTC	\$4,000	\$4,000
Kim	Schucker	Math Discipline Facilitator – LTC	\$1,000	\$1,000
**		English/Comm. Discipline Facilitator – LTC	\$1,000	\$1,000
<u>Other</u>				
		<u>Special Assignment</u>	-	
Danelle	Davis	Bookstore Manager	\$6,200	\$6,200
Christopher	Ellington	O & M Team Leader	\$7,500	\$7,500

**Special Assignment to be assigned once new faculty is hired.

Special Assignments Olney Central College

<u>Academic</u>		<u>Special Assignment</u>	Approved 2020-2021	Recommended 2021-2022
Lonnie	Barnes	Lead Inst Collision Repair	\$550	\$550
Shasta	Bennett	Lead Inst Human Resource Assistant	\$550	\$550
Tyler	Boyles	Lead Inst CRT Auto Service Tech	\$550	\$550
Curtis	Marshall	Lead Inst Welding	\$550	\$550
Logan	Marshall	Lead Inst. Industrial Maintenance	\$550	\$550
Amie	Mayhall	Lead Inst Medical Office Assistant	\$600	\$600
Kristi	Urfer	Lead Inst Accounting	\$600	\$600

<u>Academic – Allied Health</u>		<u>Special Assignment</u>	-	
Wanda	Douglas	Dept Head, Nursing/FCC	\$3,000 +	\$3,000 +
			12 hrs. release time	12 hrs. release time
Anne	Hustad	Dept Head, Nursing/OCC	\$3,000 +	\$3,000 +
			12 hrs. release time	12 hrs. release time
Jasmyne	Lewis	Dept Head, Nursing/WVC	\$3,000 + 12 hrs. release time	\$3,000 + 12 hrs. release time
Brittany	Ochs	Clinical Coordinator, Radiography	\$1,500	\$1,500
Lisa	Rauch	Director of Radiography	\$3,000	\$3,000
Angelia	Williams	Dept Head, Nursing/LTC	\$3,000 +	\$3,000 +
			12 hrs. release time	12 hrs. release time

<u>Extra-Curricular</u>	-	<u>Special Assignment</u>	-	

Tammie	Bohnhoff	Math Discipline Facilitator – OCC	\$1,000	\$1,000
Tammie	Bohnhoff	Academic Challenge Asst. Coordinator	\$200	\$200
Laurel	Cutright	Academic Challenge Coordinator	\$350	\$350
Jason	Hortin	Social & Behavioral Science Discipline Facilitator – OCC	\$1,000	\$1,000
Chris	Mathews	Life & Physical Science Discipline Facilitator – OCC	\$1,000	\$1,000
Rob	Mason	Academic Challenge Asst. Coordinator	\$200	\$200
Kelly	Payne	English/Comm. Discipline Facilitator – OCC	\$1,000	\$1,000
Heather	Sandy	Humanities/Fine Arts Discipline Facilitator - OCC	\$1,000	\$1,000

<u>Other</u>		<u>Special Assignment</u>	-	
Clay	Atkins	O & M Team Leader	\$7,500	\$7,500
Anne	Hustad	Interim Assoc. Dean of Nursing & Allied Health	\$1,500/month	\$1,500/month
**		Director of Foundation	\$6,000	\$6,000

** Special Assignment to be assigned once new faculty or staff are hired.

Special Assignments
Wabash Valley College

<u>Academic</u>		<u>Special Assignment</u>	Approved 2020-2021	Recommended 2021-2022
Scott	Balding	Lead Inst Diesel Equipment Tech	\$600	\$600
Joseph	Brown	Lead Inst Truck Driving	\$550	\$550
Carla	Cadwalader	Lead Inst Early Childhood Development	\$550	\$550
Carla	Cadwalader	Lead Director of Small World	\$200/month	\$200/month
Jay	Carter	Lead Inst Advanced Manufacturing	\$550	\$550
Steve	Hnetkovsky	Lead Inst Agriculture Production	\$550	\$550
Ronda	Hockgeiger	Lead Inst Social Services	\$550	\$550
Lisa	Hoipkemier	Program Director, Physical Therapy Assistant Program	\$3,000	\$3,000
Kyle	Peach	Lead Inst Radio/TV	\$550	\$550
Kyle	Peach	Director of Broadcasting	\$8,000	\$8,000
Doug	Robb	Lead Inst Agriculture Business	\$550	\$550
Kinsey	Whitaker	Coordinator, Physical Therapy Assistant Program	\$1,500	\$1,500
Brian	Wick	Lead Inst Gunsmithing	\$550	\$550
**		Lead Inst Marketing	\$550	\$550
<u>Athletics</u>				
		<u>Special Assignment</u>	-	
Mike	Carpenter	Athletic Director	\$5,000	\$5,000
John (Asa)	Defendall	Head Softball Coach	\$6,000	\$6,000
Todd	Gill	Head Fishing Team Coach	\$6,000	\$6,000
Patrick	Harris	Head Women's Soccer Coach	\$6,000	\$6,000
<u>Extra-Curricular</u>				
		<u>Special Assignment</u>	-	
Allen	Brown	Math Discipline Facilitator – WVC	\$1,000	\$1,000

Chelsea	Gemeinhardt	Life & Physical Science Discipline Facilitator – WVC	\$1,000	\$1,000
Drew	McMurray	Social & Behavioral Science Discipline Facilitator – WVC	\$1,000	\$1,000
Jill	Winter	English/Comm. Discipline Facilitator – WVC	\$1,000	\$1,000
<u>Other</u>		<u>Special Assignment</u>	-	
Adam	Roesch	O & M Team Leader	\$7,500	\$7,500

**Special Assignment to be assigned once new faculty is hired.

Special Assignments District Office

<u>Athletics</u>	-	<u>Location</u>	<u>Special Assignment</u>	Approved 2020- 2021	Recommended 2021-2022
Tyler	Browning	DO	Athletic Compliance Coordinator	\$6,000	\$6,000

<u>Extra-Curricular</u>	-	<u>Location</u>	<u>Special Assignment</u>	-	
Scott	Balding	DO	Faculty Coordinator of Student Learning Assessment– WVC	\$4,000	\$4,000
**		DO	Faculty Coordinator of Student Learning Assesment- FCC	\$4,000	\$4,000
Kelly	Payne	DO	Faculty Coordinator of Student Learning Assessment– OCC	\$4,000	\$4,000
Kristi	Urfer	DO	Director of Online Learning	\$10,000 +6 Hrs Release Time	\$10,000 +6 Hrs Release Time

<u>Other</u>		<u>Location</u>	<u>Special Assignment</u>	-	
Chris	Forde	DO	Director of Marketing & Public Information	\$6,000	\$6,000

**Special Assignment to be assigned once new faculty is hired.

400.4. Resignation Ratification

A. Classified

1. Kendra Barnard, Student Services Specialist, FCC, effective May 25, 2021.

#13-B. Board Action to Approve Personnel Report: Trustee Barbara Shimer made a motion to approve the Personnel Report as recommended. Trustee Brady 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, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop.

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 #14 – “Collective Bargaining” – None.

AGENDA #15 – “Litigation” – None.

AGENDA #16 – “Other Items” – None.

AGENDA #17 – “Adjournment” – Trustee Brenda Culver made a motion to adjourn. Trustee Barbara Shimer 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. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 9:28 p.m.

Approved: Chairman: _____

Secretary: _____