

IECC Board of Trustees Meeting  
Tuesday, September 19, 2023 6:15 PM Central

Banquet Room - Olney Central College  
305 N. West Street  
Olney, IL 62450

Guadalupe Amicone: Present  
Susan Batchelor: Present  
John Brooks: Absent  
Roger Browning: Present  
Gary Carter: Absent  
Brenda Culver: Present  
Jan Ridgely: Present  
Barbara Shimer: Present  
Present: 6, Absent: 2.

Also present at the meeting, in addition to trustees:

Ryan Gower, Chancellor  
Jay Edgren, President of Frontier Community College/Vice Chancellor Academic Affairs  
Tona Ambrose, President of Lincoln Trail College/Vice Chancellor Institutional Outreach  
Chris Simpson, President of Olney Central College/Vice Chancellor Business Operations  
Matt Fowler, President of Wabash Valley College/Vice Chancellor Student Affairs  
Ryan Hawkins, Chief Financial Officer/Treasurer  
Andrea McDowell, Director of Human Resources  
Sonja Holtz, Board Secretary

(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.)

1. Call to Order & Roll Call – Vice Chair Brenda Culver called the meeting to order at 6:15 p.m. and directed the Board Secretary Sonja Holtz to call the roll.
2. Welcome from the Chair – Vice Chair Culver welcomed all who were present for the meeting.
3. Recognition of Visitors and Guests
  - 3.A. Visitors and Guests - None
  - 3.B. IECEA Representative – Rob Mason was present and announced that this would be his last meeting as IECEA President. Mr. Mason thanked the Board for all of their support during his service to the association.

#### 4. Budget Hearing

Motion to recess the regular meeting at 6:16 p.m. the regular meeting to convene a budget hearing on this 19th day of September 2023. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea

Yea: 5, Nay: 0, Absent: 2

Motion to hold a budget hearing to receive public comments on the FY2023 Budget of the District. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea

Yea: 5, Nay: 0, Absent: 2

Motion to adjourn the budget hearing at 6:18 p.m. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea

Yea: 5, Nay: 0, Absent: 2

5. Public Comments – Members of the Frontier Community College Foundation were present to communicate their support and willingness to partner with the IECC Board of Trustees on the construction of the Bobcat Den at FCC's campus.

#### 6. Reports

6.A. Trustees - None

6.B. Chancellor – No additional information to his previously sent report.

6.C. Presidents – Reports were presented by the Presidents.

6.D. Division Report - None

6.E. Decennial Committee – Chancellor Gower conducted a meeting and report of the Decennial Committee.

#### 7. Approval of Consent Agenda

Motion to approve the consent agenda as presented. This motion, made by Jan Ridgely and seconded by Roger Browning, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea

Yea: 5, Nay: 0, Absent: 2

7.A. Disposition of Minutes – Open meeting minutes as prepared for the regular meeting held Tuesday, August 15, 2023 were presented for approval.

7.B. Student Complaint Log – Chancellor Gower submitted the FY2023 student complaint log for acceptance.

7.C. 2023 Annual Security Report – Chancellor Gower asked for approval of the 2023 Annual Security Report. The report contains crime information for the past three years, relevant policy statements, training and educational programming relating to campus safety and security, crime prevention, alcohol and drug use, and sexual misconduct.

7.D. Policy 200.3 Information Technology Change Management – minor clarifications and revisions were made to the policy.

7.E. Policy 500.17 Campus Safety & Security – minor clarifications and revisions were made to the policy.



8. Action on Items Removed from Consent Agenda - None

9. Policy First Reading (and Possible Approval)

10. Policy Second Reading

10.A. Policy 500.40 First-Year Housing

**First-Year Housing Policy (500.40)**

Illinois Eastern Community Colleges (IECC) is committed to fostering student success and providing a supportive and engaging learning environment. Research demonstrates the numerous positive effects of college-affiliated living, including improved academic performance, enhanced satisfaction with faculty, and a stronger sense of student community. The structured living arrangements offered by college-affiliated housing also aid in student maturation and prepare them for independent living in the future.

In consideration of the benefits of college-affiliated residency, IECC requires all full-time, non-resident first-year students to reside in college-affiliated housing unless an exemption applies.

**Exemptions to the Housing Requirement**

1. Students who have been residents of District 529 for at least one calendar year prior to the start of the academic term.
2. Students who reside within a 60-mile radius of the College at their parent's or legal guardian's permanent address (verification may be required).
3. Students enrolled in fewer than 12 credit hours.
4. Students exclusively enrolled in online courses each semester.
5. Students aged 21 or older at the start of the academic term.
6. Students living with a spouse or qualifying domestic partner.
7. Students living with their legal dependents.
8. Veterans of the U.S. military (submission of DD214 may be required).
9. Students who have previously lived in college-affiliated housing for two semesters or earned at least 30 credit hours (excluding dual credit) with IECC or another post-secondary institution.
10. Students with documented medical needs which cannot be accommodated in available college-affiliated housing.
11. Other as exempted by the Registrar.

**Exemption Process**

To request an exemption from the housing requirement, students must complete an exemption form provided by the Registrar's Office. This form should be submitted with documented verification of meeting any of the above criteria by July 1 for Fall enrollment and December 1 for Spring enrollment.

**Housing Options**

A list of available housing options can be found on the IECC website. We are committed to ensuring a positive and successful college experience for our students, and college-affiliated living is an integral part of this mission.

Motion to approve the foregoing policy as recommended. This motion, made by Barbara Shimer and seconded by Jan Ridgely, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea Yea: 5, Nay: 0, Absent: 2

11. Staff Recommendations for Approval

11.A. Final Budget FY'24 – The final budget for fiscal year 2024 was reviewed. The Chancellor recommended adoption of the following resolution approving the FY2023 budget. For Fiscal Year 2024, the Operating expenditures of the budget compared to Fiscal Year 2023 are as follows:

	<u>FY24</u>	<u>FY23</u>
Education Fund	\$29,965,366	\$30,984,634
Operations & Maintenance Fund	<u>\$ 4,516,305</u>	<u>\$ 4,096,490</u>
Total Operating Funds	\$34,481,671	\$35,081,24

**COMMUNITY COLLEGE DISTRICT BUDGET  
STATE OF ILLINOIS  
For Fiscal Year 2024**

Budget of Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.

WHEREAS the Board of Trustees of Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 19<sup>th</sup> day of September 2023, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with:

NOW, THEREFORE, be it Resolved by the Board of Trustees of said district as follows:

Section 1. That the fiscal year of the Community College District be and the same hereby is fixed and declared to be beginning July 1, 2023 and ending June 30, 2024.

Section 2. That the following budget containing an estimate of amounts available in each Fund, separately, and of expenditures from each be and the same is hereby adopted as the budget of this Community College District for the said Fiscal Year.

**FISCAL YEAR 2024 BUDGET  
SUMMARY STATEMENT OF OPERATING FUNDS  
REVENUES AND EXPENDITURES**

<b>EDUCATIONAL FUND</b>	
Revenue	\$30,814,337
Expense	(29,660,066)
Transfer – Out	(2,375,261)
Excess (Deficiency)	(1,220,990)



Transfer – In	486,000
Reserve for Contingencies	(250,000)
Cash Balance – Beg. of Year	7,464,076
Cash Balance – End of Year	6,479,086
OPERATIONS & MAINTENANCE FUND	
Revenue	\$3,295,300
Expense	(4,476,428)
Transfer – Out	0
Excess (Deficiency)	(1,181,128)
Transfer – In	60,000
Reserve for Contingencies	(25,000)
Cash Balance – Beg. of Year	2,574,643
Cash Balance – End of Year	1,428,515
TOTAL OPERATING FUNDS	
Revenue	\$34,109,637
Expense	(34,136,494)
Transfer – Out	(2,375,261)
Excess (Deficiency)	(2,402,118)
Transfer – In	546,000
Reserve for Contingencies	(275,000)
Cash Balance – Beg. of Year	10,038,719
Cash Balance – End of Year	7,907,601

The official budget, which is accurately summarized in this document, was approved by the Board of Trustees on September 19<sup>th</sup>, 2023.

Motion to approve the Fiscal Year 2024 Budget for Illinois Eastern Community Colleges as presented. This motion, made by Roger Browning and seconded by Jan Ridgely, Carried. John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea  
Yea: 5, Nay: 0, Absent: 2

11.B. Tax Abatement Proposal City of Robinson – The tax abatement five year resolution by the Robinson Crawford County Enterprise Zone is a strategy to incentivize development and stimulate economic growth in their newly expanded territory.

#### TAX ABATEMENT RESOLUTION

Whereas the City of Robinson and Crawford County face a significant shortage of residential housing to meet the housing and employment needs of local employers; and

Whereas the City of Robinson and Crawford County have recently adopted Ordinances to expand the boundaries of the Robinson Crawford Enterprise Zone and to expand benefits available within the enterprise zone; and

Whereas the adopted Ordinance would extend enterprise zone benefits to existing and new single-family and multi-family residential properties, including sales tax exemptions, investment tax credits, and property tax abatements designed to address the significant shortages of residential housing within the Robinson Crawford County Enterprise Zone; and

Whereas the extension of the property tax abatements to residential housing within the enterprise zone requires the approval of the taxing districts within the Robinson Crawford Enterprise Zone;

Therefore be it resolved that the ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT 529 does hereby amend its property tax abatement schedule within the Robinson Crawford Enterprise Zone as follows:

The Board of ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT 529 does hereby adopt this Resolution as follows:

The County Clerk of Crawford County, Illinois, is hereby directed to abate ad valorem taxes imposed upon real property located within the Robinson Crawford Enterprise Zone as the result of the Establishment of an Enterprise Zone in the City of Robinson and Crawford County, Illinois subject to the Enterprise Zone Act of the State of Illinois effective January 1, 2020.

Ordinance adopted by the City Council of the City of Robinson, Crawford County, Illinois on September 11, 2018 as Ordinance Number 2018-0 – 26 and Ordinance adopted by the County Board. Crawford County, Illinois on September 13, 2018 as Ordinance Number 2108-0-004 and as subsequently amended by City of Robinson Ordinances 2020-O-35, 2021-O-13, 2021-O-14, 2023-LO-42, and 2023-O-43, and Resolutions and Ordinances of Crawford County 2020-R-004, 2021-R-008, 2023-O-001 and 2023-O-002, on which new improvements shall be renovated or rehabilitated, subject to the following conditions:

- a) No abatement shall be applicable to any such improvement project located within the boundaries of a Tax Increment Redevelopment Project District.
- b) Any abatement of taxes on any parcel shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements in such parcel.
- c) Such abatement shall be allowed only for new and existing single-family and multi-family residential, commercial and industrial property located within the zone area;
- d) Such abatement of taxes on any parcel shall be for, and only for, the taxes attributable to an increased assessed valuation of the parcel for the taxing period immediately preceding the issuance of a building permit for the qualified construction and renovation or rehabilitation.
- e) Such abatement shall be at the rate of 100 percent of the taxes for a period of five years, beginning with the first year in which the improvements are fully assessed. Such is limited to the term of the Robinson Crawford Enterprise Zone.

This resolution shall supersede the Resolution adopted at its regular held meeting on March 17<sup>th</sup>, 2020. This Resolution shall not affect any property tax abatement in effect at the time of



adoption of the Resolution and any such property tax abatement shall remain in effect under its original term.

Motion to approve the tax abatement proposal for the City of Robinson as presented. This motion, made by Guadalupe Amicone and seconded by Jan Ridgely, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea  
Yea: 5, Nay: 0, Absent: 2

#### 12. Bid Committee Report

Motion to approve the acceptance of the bid received from Grunloh Construction in the amount of \$2,400,330 for the Athletic Training Facility at the Lincoln Trail College. This motion, made by Roger Browning and seconded by Barbara Shimer, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea  
Yea: 5, Nay: 0, Absent: 2

#### 13. District Finance

Motion to approve payment of district financial obligation for September 2023 in the total amount of \$1,601,225.18. This motion, made by Susan Batchelor and seconded by Jan Ridgely, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea  
Yea: 5, Nay: 0, Absent: 2

14. Executive Session – The Board of Trustees went into executive session under Open Meetings Act exceptions 2(c)(1) Employment/Appointment Matters, 2(c)(2) Collective Negotiating Matters, and 2(c)(12) Litigation at 7:12 p.m. and the executive session was adjourned at 7:38 p.m. and returned to regular session.

Motion to enter Executive Session at 7:12 p.m. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea  
Yea: 5, Nay: 0, Absent: 2

Motion to adjourn Executive Session at 7:38 p.m. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea  
Yea: 5, Nay: 0, Absent: 2

#### 15. Approval of Executive Session Minutes - None

#### 16. Approval of Personnel Report

##### 400.1 Employment of Personnel

##### A. Professional, Non-Faculty, Non-Exempt

1. Denise Givens, TRIO Upward Bound Counselor, OCC effective September 25, 2023

**400.2 Change in Status****A. Administrative**

1. Cassandra Goldman, Program Director of International Students to Dean of Students effective September 25, 2023
2. Michael Conn, Dean of Instruction, OCC to Director of CETL, DO effective September 25, 2023

**B. Professional, Non-Faculty, Exempt**

1. Julie Auteberry, Adult Education Professional Development to TRIO Upward Bound Coordinator, WVC effective October 2, 2023
2. Amanda Kotch, Coordinator, International Students, Athletics, & Student Activities, FCC to Distance Learning Specialist, FCC effective September 25, 2023
3. Amanda Nelson, TRIO Upward Bound Counselor, OCC to Academic Advisor, OCC effective October 9, 2023

**C. Professional, Non-Faculty, Non-Exempt**

1. Reilly Baumgart, Director of Business, WVC to Payroll Coordinator, DO effective September 25, 2023

**D. Classified, Non-Exempt**

1. Paula Peach, Part-time to Full-time Library Assistant, WVC effective September 25, 2023

**400.3 Special Assignments****400.4 Approval of Proposed Non-College Employment**

<u>Name</u>	<u>Employer</u>	<u>Days per Academic Year</u>
Kristina Isaac	St. Vincent Ascension Evansville, IN	14
	Allendale School CCSD 17 Allendale, IL	3
Megan Bunnage	St. Vincent Evansville Women's & Children's Hospital	52

**400.5 Educational Level Change**

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Steve Hnetkovsky	MA	MA+12	\$1,000
Sarah Bergbower	MA+48	PhD	\$2,000

**400.6 Resignation Ratification**



- 1. Michael Patilla, LTC Music Instructor effective December 31, 2023
- 2. Krista Barber, Nursing Instructor, OCC effective September 5, 2023
- 3. Caleb Dunn, Operations & Maintenance, FCC effective September 15, 2023

**400.7 Honorable Dismissal**

- 1. Ashley Bigard, Title III Project Director, OCC effective September 29, 2023 due to expiration of OCC Title III Grant

Motion to approve the personnel report as presented. This motion, made by Guadalupe Amicone and seconded by Susan Batchelor, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea  
Yea: 5, Nay: 0, Absent: 2

17. Collective Bargaining - None

18. Litigation - None

19. Other Items - None

**20. Adjournment**

Motion to adjourn at 7:41 p.m. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

John Brooks: Absent, Gary Carter: Absent, Susan Batchelor: Yea, Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea; Student Advisory Vote: Yea  
Yea: 5, Nay: 0, Absent: 2

Approved:

Chairman:



Secretary:

