

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

April 19, 2022



Location:

**Frontier Community College
2 Frontier Drive
Fairfield, IL 62837**

<https://zoom.us/j/98425725617>

Meeting ID: 984 2572 5617
Dial in number: 312 626 6799 US (Chicago)

Dinner & Meeting – 6:15 p.m. – Bob Boyles 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**

April 19, 2022

6:15 p.m.

**Frontier Community College
Bob Boyles Hall**

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1. Call to Order & Roll CallChairman Carter
2. Disposition of Minutes Chancellor Gower
3. Recognition of Visitors and Guests President Edgren
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Oath of Office and Seating of Student Trustee Gower/Smith
6. Reports
 - A. Trustees
 - B. Chancellor
 - C. Presidents
 - D. Cabinet
7. Policy First Reading (and Possible Approval)Gower
 - A. Policy STU 500.4 Course Repeat
 - B. Policy 400.29 Paid Administrative Leave for COVID-19
8. Policy Second ReadingGower
 - A. None
9. Staff Recommendations for Approval
 - A. Truck Driving Student FeeGower
 - B. Student Professional Liability FeeGower

- C. Affiliation Agreements.....Gower
 Robinson Rehab & Nursing/Horizon Health Community Hospital & all Paris-area
 agencies under the Horizon Health Umbrella /Fox River

- 10. Bid Committee Report.....Gower
 A. WVC Gymnasium Resurfacing

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

- 12. Executive Session.....Gower

- 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 Bob Boyles Foundation Hall, at Frontier Community College, 2 Frontier Drive, Fairfield, Illinois, Tuesday, April 19, 2022.

AGENDA #1 – “Call to Order & Roll Call” – Chairman Gary Carter called the meeting to order at 6:15 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, Roger Browning, Gary Carter, Brenda K. Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Also present was 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 of Illinois Eastern Community Colleges.

Jay Edgren, President of Frontier Community College.

Zahi Atallah, President of Lincoln Trail College.

Rodney Ranes, President of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Ryan Hawkins, Chief Financial Officer/Treasurer.

Alex Cline, Director of Information & Communications Technology.

Andrea McDowell, Director of Human Resources.

Renee Smith, Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, March 15, 2022 were presented for disposition.

Board Action to Approve Minutes: Trustee Brenda Culver made a motion to approve minutes of the foregoing meeting as prepared. 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 and the Chair declared the “Ayes” have it and the motion carried.

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

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

#3-B. IECEA Representative: Rob Mason provided remarks and indicated XXXXXX.

AGENDA #4 – “Public Comment” – None

AGENDA #5 – “Seating of Student Trustee” – Rachel Hnetkovsky took the Oath of Office as administered by the Board Secretary.

AGENDA #6 – “Reports” –

#6-A. Report from Trustees: Trustee Ridgely reported he attended the Edwards County High School Awards Program and again challenged other trustees to participate in their local high school award programs.

#6-B. Report from Chancellor: Dr Gower provided additional details in addition to his electronic report.

#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)” –

#7-A. Policy 500.4 Course Repeat: Dr. Gower recommended approval of revisions to the following policy:

STUDENT – 500.4

Course Repeat Policy (500.4)

Date Adopted: August 16, 1994

Revised: April 17, 2018

Revised: August 20, 2019

Revised: April 19, 2022 (Pending Board Approval)

Students of Illinois Eastern Community Colleges may repeat a course under any one of the provisions described below. Students planning to transfer should familiarize themselves with the receiving college’s policy on repeat courses as they differ from one institution to the next.

~~A. — A student may repeat a course without formal written permission of the college when one of the~~

~~—following three conditions is met (indicating eligibility of credit hour grant funding):~~

A. **Course Identified as Repeatable in the Course Description.** Many courses are pre-approved by the Illinois Community College Board as repeatable due to the nature of their content. For these courses, the following apply:

- No formal written permission required to enroll in the course up to the number of times indicated as repeatable.
- All credit hours, up to the number of times indicated as repeatable, will be used in computing the student's earned credit hours.
- All course grades, up to the number of times indicated as repeatable, will be used in computing the student's cumulative grade point average and appear on the student's transcript with an I (Included in GPA) in the R Column.
- The Board of Trustees established tuition rate shall apply.

B. **Course NOT Identified as Repeatable in the Course Description.** (NOTE: Students should contact their financial aid representative before repeating a course that's not identified as repeatable in the course description as it may impact their financial aid.) The majority of courses are not repeatable, but may be repeated under the following conditions:

C.

1. **Repeat Due to Grade Less Than C or a Withdraw, First Repeat.** ~~If, during the student's first initial enrollment in the course, the student completed the course and~~ earned less than a grade of C or withdrew after midterm, the student may enroll one additional time. ~~The following apply:~~

- No formal written permission required to enroll in the course.
- The higher ~~of the grades and its credit~~ will be used in computing the student's earned credit hours and cumulative grade point average.
- The higher grade will appear on the student's transcript with an I (Included in GPA) in the R Column; the lesser grade will appear on the student's transcript with an E (Excluded from GPA) in the R Column.
- The Board of Trustees established tuition rate shall apply.

2. ~~If a course has been approved by the ICCB to be repeated, the student may repeat the course as~~

~~—many times as approved by ICCB; or, [This is A. now]~~

3.2. **Repeat After 4 Years to Upgrade Skills, First Repeat.** If the last time the student completed the course was at least four years ~~prior previously, and the student repeated the course~~ may enroll one additional time to upgrade his/her skills in that area. ~~This option may only be utilized once per course.~~ The following apply:

- No formal written permission required to enroll in the course.
- The higher grade will be used in computing the student's earned credit hours and cumulative grade point average.
- The higher grade will appear on the student's transcript with an I (Included in GPA) in the R Column; the lesser grade will appear on the student's transcript with an E (Excluded from GPA) in the R Column.
- The Board of Trustees established tuition rate shall apply.

~~The Board of Trustees established tuition rate shall apply.~~ [Moved above to A & B]

~~C.~~ **3. Repeats After the First Repeat.** For a student who wishes to repeat a course after the first repeat, the following apply:

- Formal written permission is required.
- The highest grade will be used in computing the student's earned credit hours and cumulative grade point average.
- The highest grade will appear on the student's transcript with an I (Included in GPA) in the R Column; the lesser grades will appear on the student's transcript with an E (Excluded from GPA) in the R Column.
- ~~When a student repeats a course that is not eligible for credit hour grant funding (eligibility outlined in section A above),~~ All students, except international students, will pay the equivalent of the applicable out-of-state tuition rate for the course enrolled; ~~For~~ international students, ~~will pay~~ the Board of Trustees established tuition rate ~~shall apply~~.

~~B.~~ **C. Repeats Under Provisions of an IECC Educational Guarantee Policy.** A student may repeat a course in accordance with the ~~with formal written permission of the college when the student has previously completed the course and was claimed for credit hour grant funding. The student may be claimed for retaking the course if the student uses his/her option to retake the course tuition free under the college's educational guarantee program.~~ provisions set forth in the Educational Guarantee Policies, ~~shall apply~~ 500.18 and 500.19. Impact to the student's transcript will be per A. or B. above depending upon whether the course was repeatable or not.

~~D.~~ ~~For courses that were approved by ICCB to be repeated, all grades will appear on the transcript and~~
~~—be calculated in the GPA.~~[This is A. now]

~~E.~~ ~~For any other courses that are repeated grades are recorded on the student's transcript. The higher of~~
~~—the grades and its credit will be used in computing the cumulative grade point average. [Moved above to~~
B. 1 and B. 2., with revisions.]~~The other course grade(s) will be suffixed with an "R" to indicate the~~
~~course was repeated and will not be used in computing grade point average.~~

Board Action: Trustee Roger Browning made a motion to waive second reading and approve the Policy 500.4 Course Repeat as presented. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, 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.

#7-B. Policy 400.29 Paid Administrative Leave for COVID-19: Dr. Gower recommended approval of the following policy:

HUMAN RESOURCES 400.29

Paid Administrative Leave for COVID-19

Date Adopted: April 19, 2022

As a public community college, Illinois Eastern Community Colleges is required to abide by the Public Community College Act. Public Act 102-0697 amends the Public Community College Act to provide paid leave for reasons related to COVID-19. IECC will adhere to Public Act 102-0697 and will extend the benefits to all employees regardless of vaccination status.

Board Action: Trustee Brenda Culver made a motion to waive second reading and approve the Policy 400.29 Paid Administrative Leave for COVID-19 as presented. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, 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 #8 – “Policy Second Readings” – None.

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

#9-A. “Truck Driving Student Fee” – Chancellor Gower recommended a revised fee structure and an increase in the Truck Driving Student Fee. This increase is attributed to the actual increased cost of operating a semi-truck. The current Truck Driving Student Fee for the program is \$2,000.00 (40 hours X \$50). Effective Fall Semester 2023, the Truck Driving Student Fee will assess a Truck Driving Student fee of \$2,674.80 for AY23 (40 hours X \$66.87)

Board Action: Trustee John Brooks made a motion to approve the increase in the Truck Driving Student Fee. Trustee Raechel Hnetkovsky seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, 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 passed.

#9-B. “Student Professional Liability Fee” - Chancellor Gower recommended a change in structure and an increase in fees for specific programs that are assessed a Student Professional Liability Fee.

Board Action: Trustee Brenda Culver made a motion to revise the structure and increase to certain fees for programs assessed a Student Professional Liability Fee as recommended. Trustee Roger Browning seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, 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.

#9-C. “Affiliation Agreements”- IECC enters into affiliation agreements with area health care facilities. The Chancellor recommended approval of affiliation agreements with Robinson Rehab & Nursing, Horizon Health Community Hospital, and Horizon Health at Fox River.

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreements. Trustee Brady Waldrop seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, 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 – “Bid Committee Report” – Chancellor Gower reviewed the bid committee recommendation for the WVC Gymnasium Floor Resurfacing and recommended approval of the following 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 Brightspark Travel for a total of \$81,000.00.

Company	Bid
Big Country Tours Hudson, FL	\$84,260
Brightspark Travel Chicago, IL	\$81,000
CE Tours Allen TX	\$87,987.76
Gerber Tours New York, NY	\$86,396
Good News Travel Greenville, SC	\$99,770
QuintTrips Austin, TX	\$103,288.90

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Renee Smith

Board Action: Barbara Shimer made a motion to approve the Bid Committee Report as presented. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, 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 – “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 March 31, 2022.

#11-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for April, 2022 totaling \$2,486,433.98 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 April 2022, in the amounts listed. Trustee Roger Browning seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, 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 #12 – “Executive Session” – The Board of Trustees did hold an executive session at this meeting. Trustee Brenda Culver made a motion to go into closed session under Open Meeting Act exceptions 2(c) 1 Employment/Appointment Matters and 2(c) 11 Litigation. Trustee Barbara Shimer seconded that motion and the Board went into closed session at 7:34 p.m. A motion to adjourn was made by Trustee Brenda Culver and seconded by Trustee Jan Ridgely, the Executive Session adjourned at 8:29 p.m. and returned to regular and open session. Separate minutes were prepared for the 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 Chairman recommended that written minutes and audio recorded minutes of an executive session held during the regular meeting Tuesday, March 15, 2022 be approved and remain closed at this time.

Board Action: Trustee Roger Browning made a motion to approve, as prepared, written minutes and audio recorded minutes of an executive session held March 15, 2022, but that executive session minutes of that date will remain closed and not be opened to public inspection at this time. This audio recording shall be destroyed 18 months after the date of the meeting if the Board has adopted written minutes of the executive session in question. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, 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 – “Approval of Personnel Report” – Andrea McDowell presented the following Personnel Report and the Chancellor recommended approval.

400.1. Employment of Personnel

A. Professional Non-Faculty, Exempt

1. Ken Anderson, CETL Instructional Designer, DO, effective April 25, 2022.
2. Alexandre Morais, Men & Women's Soccer Coach, LTC, effective June 1, 2022.
3. James Glash, Head Men's Basketball Coach, OCC, effective April 25, 2022.

B. Professional, Non-Faculty, Non-Exempt

1. Curtis Miller, College Admission Representative, DO/OCC, effective May 11, 2022.

C. Classified

1. Jandi Cravens, Office Assistant, LTC, effective April 25, 2022.

400.2. Temporary Contract

A. Faculty

1. Billy Fornwalt, Truck Driving Instructor, WVC, effective May 16, 2022.

400.3. Change in Status

A. Administrative

1. Andrea Puckett, Director of Financial Aid, DO, to Program Director Financial Aid, DO, effective April 25, 2022.

B. Professional, Non-Faculty, Non-Exempt

1. Ryan Wilborn, Technology Support Specialist, DO, to Banner Systems Administrator, DO, effective April 25, 2022.

C. Classified

1. Ashley Gonzalez, Office Assistant, Adult Ed, FCC, to Office Assistant, Business Office, FCC, effective April 25, 2022.

400.4. Resignation Ratifications

A. Professional, Non-Faculty, Exempt

1. Sheri Gray, Director of Instructional Services, OCC, effective August 1, 2022.

B. Classified

1. Taylor Held, TRIO Upward Bound Counselor, DO/OCC, effective April 5, 2022.
2. Amy Hohlbaugh, Student Services Specialist, DO/FCC, effective May 13, 2022.
3. Lucas Harms, Custodian, WVC, effective March 29, 2022.
4. Terry Chrtt, Information Systems Technician, FCC, effective May 14, 2022.

400.5. Retirement Ratification

A. Administrative

1. Sandra Craig, Director of the Learning Resource Center, WVC, effective August 1, 2022.

Board Action to Approve Personnel Report: Trustee Roger Browning made a motion to approve the personnel report 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, Roger Browning, Gary Carter,

Brenda Culver, 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 #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – None.

AGENDA #17 – “Other Items” - None.

AGENDA #18 – “Adjournment” – Student Trustee Raechel Hnetkovsky made a motion to adjourn. 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. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting adjourned at 8:46 p.m.