

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

April 16, 2019



Location:

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

**Dinner – 6:00 p.m. – Lincoln Room
Meeting – 7:00 p.m. - 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**

April 16, 2019

7:00 p.m.

**Lincoln Trail College
Cafeteria**

1. Call to Order & Roll Call..... Chairman Fischer
2. Disposition of Minutes..... CEO Bruce
3. Resolution of Results of April 2, 2019 Election Bruce
4. Adjournment of Board – Sine Die Fischer
5. Organization of New Board Bruce
 - A. Appointment of Temporary Secretary
 - B. Oath of Office and Seating of Student Trustee and Trustees Elected April 2, 2019
 - C. Roll Call
 - D. Election of Chairman
 - E. Election of Vice-Chairman
 - F. Election of Board Secretary
 - G. Election of Secretary Pro Tempore
 - H. Appointment of District Treasurer
 - I. Appointment of Ethics Officer
 - J. Resolution for Adoption of Rules, Regulations and Actions of Prior Boards
 - K. Resolution for Time and Place of Board Meetings
6. Recognition of Visitors and Guests..... Bruce
 - A. Visitors and Guests
 - B. IECEA Representative
7. Public Comment
8. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
9. Policy First Reading (and Possible Approval)..... Bruce
 - A. None
10. Policy Second Reading Bruce
 - A. None

11. Staff Recommendations for Approval
 - A. FY2020 Activity Fee Allocations.....Hawkins
 - B. Articulation Agreement with SIU-C Accounting..... Martin
 - C. Articulation Agreement with Chamberlain University Nursing..... Martin
 - D. Identity Theft Prevention Program and Status Report Martin
 - E. Transitional Math Memorandum of Understanding..... Martin
 - F. IECC Honors Program Martin
 - G. HLC Year 4 Assurance Argument Review Buerster
 - H. Expansion of LTC Zwermann Arts Center Bruce
 - I. Acceptance of Robinson Real Estate Gift..... Bruce
 - J. Acceptance of Property Gift by LTC Foundation Bruce
 - K. Affiliation Agreement with Harmon’s Pharmacy – LTC Pharmacy Tech..... Bruce

12. Bid Committee Report Bruce
 - A. None

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

14. Chief Executive Officer’s Report..... Bruce

15. Executive Session..... Bruce

16. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes Bruce
 - B. Audio Executive Session Minutes..... Bruce

17. Approval of Personnel Report..... Bruce

18. Collective Bargaining..... Bruce

19. Litigation Bruce

20. Other Items

21. 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 Cafeteria, at Lincoln Trail College, 11220 State Highway 1, Robinson, Illinois, Tuesday, April 16, 2019.

AGENDA #1 – “Call to Order & Roll Call” – Chairman G. Andrew Fischer called the meeting to order at 7:00 p.m. and directed Board Secretary, Renee Smith, to call the roll.

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

John D. Brooks, Gary Carter, Brenda K. Culver, G. Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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:

Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.

Jay Edgren, President of Frontier Community College

Matt Fowler, President of Wabash Valley College.

Ryan Gower, President of Lincoln Trail College.

Rodney Raney, President of Olney Central College.

Ryan Hawkins, Chief Financial Officer and Board Treasurer.

Tara Buerster, Director of Human Resources.

Holly Martin, Chief Academic Officer.

Brent Todd, Dean, Lincoln Trail College.

Renee Smith, Assistant to CEO and Board Secretary.

Michael Thomas, Dean of Workforce Education.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, March 19, 2019 were presented for disposition.

Board Action to Approve Minutes: Trustee James Lane made a motion to approve minutes of the foregoing meeting as prepared. Trustee Al Henager seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” A voice vote was taken and the Chair declared the “Ayes” have it and the motion carried.

AGENDA #3 – “Resolution of Results of April 2, 2019 Election” – Trustee Gary Carter made a motion to approve the following Resolution Declaring Election Results of the April 2, 2019 Election and declaring that John Brooks and Paul Alan “Al” Henager were duly elected to serve full six year terms as trustees and James Lane was duly elected to serve the remaining 2 years of a six year term as trustee. 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

RESOLUTION DECLARING ELECTION RESULTS

The Board of Trustees of Illinois Eastern Community College District #529 hereby states that:

WHEREAS on April 2, 2019, an election was held for the purpose of electing three members to the Board of Trustees in the counties or portions of counties within Illinois Eastern Community College District #529, namely

the counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne, and White, and;

WHEREAS Alice Mullinax, Richland County Clerk and Recorder, is the Election Authority for Illinois Eastern Community College District #529, and will certify the official ballot for the office of trustee and candidates for that office and;

WHEREAS Alice Mullinax, will certify the official election results and will provide a tabulation of the votes cast in the various counties and precincts within Illinois Eastern Community College District #529 at the election held on April 2, and;

WHEREAS Alice Mullinax, in her tabulation of votes cast will include all available valid and counted election day ballots, absentee ballots, early voting ballots, grace period ballots, and provisional ballots, and;

WHEREAS Alice Mullinax will certify that the following votes were tabulated for a full six year term:

| | |
|----------------------|-------|
| Paul A. "Al" Henager | 6,804 |
| John Brooks | 7,211 |

and;

WHEREAS Alice Mullinax will certify that the following votes were tabulated for the remaining 2 years of a 6 year term:

| | |
|---------------|-------|
| James W. Lane | 8,757 |
|---------------|-------|

and;

WHEREAS Alice Mullinax will certify that Paul A. "Al" Henager and John Brooks were elected as trustees to serve a full term and;

WHEREAS Alice Mullinax will certify that James W. Lane was elected as trustee to serve the remaining 2 years of a six year term and;

WHEREAS the Board of Trustees of Community College District #529 takes notice that due to election laws, there can be no official certification of election results until 14 days following the election or April 16, 2019, and that, Alice Mullinax is unable to officially certify the results before April 16, 2019 and that the official certification of votes has not yet occurred, the Board finds that the unofficial results as provided indicate the actual individuals elected to the Board of Trustees and;

THEREFORE the Board of Trustees of Community College District #529 hereby accepts the unofficial results of the April 2, 2019 election as provided by Alice Mullinax, Richland County Clerk and Recorder, and Election Authority, and further declares that Paul A. "Al" Henager and John Brooks were duly elected to serve full terms as trustees and that James W. Lane was duly elected to serve the remaining 2 years of a full term as trustee.

THESE WERE UNOFFICIAL RESULTS AND THE BOARD WILL APPROVAL FINAL OFFICIAL RESULTS AT THE MAY 21, 2019 MEETING.

AGENDA #4 – "Adjournment of Board – Sine Die" – There being no further business to be transacted by the current Board, Trustee James Lane made a motion that the current Board of Trustees stand adjourned sine die. 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried and the current Board adjourned sine die.

CEO Assumes Chair: Terry L. Bruce, Chief Executive Officer, assumed the Chair for purposes of organization of the new Board of Trustees.

AGENDA #5 – "Organization of New Board" – The Board of Trustees organized as follows:

#5-A. Appointment of Temporary Secretary: Without objection, the Chair appointed Renee Smith to act as Temporary Secretary during organization of the new Board.

#5-B. Oath of Office and Seating of Trustees Elected April 2, 2019: The oath of office was administered to Trustees Al Henager, John Brooks, and James Lane, and they were duly seated, after subscribing to the following oath:

"I do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Trustee, Illinois Eastern Community College District #529, to the best of my ability."

The oath of office was also administered to Mr. Corey Hall, a student at Lincoln Trail College, and he was seated as student member of the Board of Trustees for the coming year, succeeding Ms. Haylee Neuman.

#5-C. Roll Call: The Chair directed roll call of the new Board. 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, G. Andrew Fischer, Alan Henager, James Lane, Jan Ridgely. Also present was Corey Hall, 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.

#5-D. Election of Chairman: CEO Terry Bruce acting as Chair asked for nominations for Chairman. Trustee Gary Carter nominated G. Andrew Fischer to be Chairman of the Board of Trustees until the next reorganization meeting. Trustee Jan Ridgely seconded the motion. The Chair asked if there were additional nominations. There being none, on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Trustees abstaining: Andrew Fischer. Student advisory vote: Yea. The motion having received 6 yea votes and 0 nay votes, and with one trustee abstained from voting, the Chair declared the motion carried.

G. Andrew Fischer Assumes Chair: CEO Terry Bruce relinquished the Chair and G. Andrew Fischer assumed the Chair.

#5-E. Election of Vice-Chairman: The Chair asked for nominations for Vice-Chairman. Trustee James Lane nominated Brenda Culver to be Vice-Chairman of the Board of Trustees until the next reorganization meeting. Trustee Jan Ridgely seconded the motion. The Chair asked if there were additional nominations. There being none, the Chairman directed the Board Secretary to call roll and on a recorded roll call vote the following trustees voted yea: John Brooks, Gary Carter, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Trustees Abstaining: Brenda Culver. Student Advisory vote: Yea. The motion having received 6 yea votes and 0 nay votes, with one Trustee abstaining, the Chair declared the motion carried.

#5-F. Election of Board Secretary: The Chair asked for nominations for Board Secretary. Trustee Brenda Culver nominated Renee Smith to be Secretary of the Board of Trustees until the next reorganization meeting. Trustee James Lane seconded the motion. The Chair asked if there were additional nominations. There being none, on a recorded roll call vote the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Student Advisory vote: Yea. The motion having received 7 yea votes and 0 nay votes, with one Trustee abstaining, the Chair declared the motion carried.

#5-G. Appointment of Secretary Pro Tempore: The Chair asked for nominations for Secretary Pro Tempore. Trustee Brenda Culver nominated Gary Carter to be Secretary Pro Tempore of the Board of Trustees until the next reorganization meeting. Trustee Jan Ridgely seconded the motion. The Chair asked if there were additional nominations. There being none, on a recorded roll call vote the following trustees voted yea: John Brooks, Brenda Culver, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Trustees Abstaining: Gary Carter. Student Advisory vote: Yea. The motion having received 6 yea votes and 0 nay votes, with one Trustee abstaining, the Chair declared the motion carried.

#5-H. Appointment of District Treasurer: The Chair asked for nominations for District Treasurer. Trustee Brenda Culver nominated Ryan Hawkins to be District Treasurer until the next reorganization meeting. Trustee Gary Carter seconded the motion. The Chair asked if there were additional nominations. There being none, on a recorded roll call vote the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Student Advisory vote: Yea. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#5-I. Appointment of Ethics Officer: Trustee Gary Carter nominated Renee Smith, Board Secretary, to be appointed as Ethics Officer for the Board, and for the District, pursuant to statute. She shall serve until her successor is appointed and qualified. Trustee Al Henager seconded the motion. The Chair asked if there were additional nominations. There being none, on a recorded roll call vote the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Student Advisory vote: Yea. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#5-J. Resolution for Adoption of Rules, Regulations, Policies and Actions of Prior Boards: The CEO recommended adoption of the following resolution.

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community College District No. 529, State of Illinois, that all rules, regulations, policies, and actions of prior Boards of Trustees of this community college district are hereby adopted in full, including any changes and revisions.

Procedures: The Board agrees to follow past practices and procedures. The Secretary shall rotate the order of calling upon Board members to cast votes on each roll call vote. Explanation of votes is not allowed during the taking of a roll call vote. *Roberts Rules of Order* will be followed for general procedural guidelines, but will not be adopted. When voice votes are taken, any trustee may ask for a roll call vote on that issue.

Board Action: Trustee James Lane made a motion to adopt the foregoing Resolution for Adoption of Rules, Regulations, Policies and Actions of Prior Boards 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Student Advisory vote: Yea. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#5-K. Resolution for Time and Place of Board Meetings: The CEO recommended adoption of the following resolution for Time and Place of Board Meetings.

RESOLUTION

Resolved, that the Board of Trustees regular monthly meetings shall be held as follows during the calendar year 2019:

Tuesday, May 21, 2019, 7 p.m., Olney Central College
Tuesday, June 18, 2019, 7 p.m., Wabash Valley College
Tuesday, July 16, 2019, 7 p.m., Frontier Community College
Tuesday, August 20, 2019, 7 p.m., Lincoln Trail College
Tuesday, September 17, 2019, 7 p.m., Olney Central College
Tuesday, October 15, 2019, 7 p.m., Wabash Valley College
Tuesday, November 19, 2019, 7 p.m., Frontier Community College
Tuesday, December 10, 2019, 7 p.m., Lincoln Trail College

Board Action: Student Trustee Corey Hall made a motion to approve the foregoing Resolution for Time and Place of Board Meetings as recommended. Trustee Gary Carter 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Student Advisory vote: Yea. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #6 – “Recognition of Visitors & Guests” –

#6-A. Visitors & Guests: Visitors & guests present were recognized, including several staff members. Also in attendance were Chip and Paula Hall, parents of newly elected Student Trustee Corey Hall.

#6-B. IECEA Representative: None present.

AGENDA #7 – “Public Comment” – LTC Foundation representatives Sheila Mikeworth, Jerry Devonshire, and Rod Harmon expressed their appreciation for the work of the IECC Board and the LTC Faculty and Staff.

AGENDA #8 – “Reports” –

#8-A. Report from Trustees: None.

#8-B. Report from Presidents: Electronic reports were presented from each of the colleges.

#8-C. Report from Cabinet: None.

AGENDA #9 – “Policy First Readings (and Possible Approval)” – None.

AGENDA #10 – “Policy Second Readings” – None.

AGENDA #11 – “Staff Recommendations for Approval” – The following staff recommendations were presented for approval.

#11-A. FY2020 Activity Fee Allocations: Annually, \$2 per credit hour for all tuition actually collected is returned to the colleges to support student activities. The Presidents recommend student activity fee allocations at the colleges. The allocation notes what percentage of each dollar will be turned over to an appropriate self-balancing account in the auxiliary fund. The CEO recommended approval of the following activity fee allocations for FY2020.

| ACTIVITY FEE ALLOCATIONS | | | | | | | | | | | | |
|--------------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| | FCC | | | LTC | | | OCC | | | WVC | | |
| | 17-18 | 18-19 | 19-20 | 17-18 | 18-19 | 19-20 | 17-18 | 18-19 | 19-20 | 17-18 | 18-19 | 19-20 |
| Alumni Association | - | - | - | - | - | - | - | - | - | - | - | - |
| Athletics | 25% | 25% | 50% | 38% | 38% | 40% | 30% | 30% | 30% | 30% | 30% | 30% |
| Cheerleaders | - | - | - | 5% | 5% | - | - | - | - | 5% | 5% | 5% |
| College Union | 25% | 50% | 25% | - | - | - | - | - | - | 20% | 20% | 20% |
| Student Testing | - | - | - | - | - | - | 3% | 3% | 3% | - | - | - |
| Intramurals | - | - | - | - | - | - | - | - | - | - | - | - |
| Parking Maintenance | - | - | - | 2% | 2% | 5% | 9% | 9% | 9% | - | - | - |
| Publications | - | - | - | 5% | - | - | - | - | - | - | - | - |
| Soc Cul Act Team | - | - | - | - | - | - | 3% | 3% | 3% | - | - | - |
| Special Events | - | - | - | 3% | 3% | - | - | - | - | 3% | 3% | 3% |
| Student Senate | - | - | - | 10% | 10% | 10% | 10% | 10% | 10% | 12% | 12% | 12% |
| Special Projects | 50% | 25% | 25% | 10% | 15% | 20% | 4% | 6% | 6% | 16% | 16% | 16% |
| Natatorium | - | - | - | - | - | - | - | - | - | - | - | - |
| Student Handbook | - | - | - | - | - | - | 2% | - | - | - | - | - |
| Model United Nation | - | - | - | - | - | - | - | - | - | - | - | - |
| Child Care | - | - | - | - | - | - | 20% | 20% | 20% | - | - | - |
| Food Services | - | - | - | 12% | 12% | 15% | 19% | 19% | 19% | 14% | 14% | 14% |
| Sports Facility | - | - | - | 15% | 15% | 10% | - | - | - | - | - | - |
| | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% |

Board Action: Trustee Al Henager made a motion to approve the FY2020 Activity Fee Allocations 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#11-B. Articulation Agreement between IECC and Southern Illinois University – Carbondale:

Recommendation: The CEO recommended approval of the articulation agreement between IECC’s Associate in Applied Science in Accounting to SIU-C’s baccalaureate Bachelor of Science Degree in Accounting Online in the College of Business as listed in full in the board agenda.

Board Action: Student Trustee Corey Hall made a motion to approve the articulation agreement between IECC and SIU-C. Trustee James Lane 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#11-C. Articulation Agreement between IECC and Chamberlain University:

Recommendation: The CEO recommended approval of the articulation agreement between IECC and Chamberlain University as listed in full in the board agenda. This agreement facilitates transfer from IECC’s Associate Degree in Nursing to Chamberlain College of Nursing’s online programs or Health Professions online programs.

Board Action: Trustee Brenda Culver made a motion to approve the transfer agreement between IECC and Chamberlain University. Student Trustee Corey Hall 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#11-D. Identity Theft Prevention Program and Status Report: Illinois Eastern Community Colleges participates in the Federal Direct Student Loan Program, offers institutional loans to students, and administers a tuition payment plan that allows qualified students to pay their tuition and fees throughout the semester. Therefore, IECC is a “creditor” and student accounts are “covered accounts” subject to the Red Flags Rule which required IECC to develop and implement an identity theft prevention program. IECC’s Identity Theft Prevention Program and Identity Theft Prevention Policy 100.23 were developed and approved by the Board on March 17, 2009. The prevention program was reviewed and updated in February 2019, and that updated program and 2018 status report were presented. The CEO recommended approval of the Identity Theft Prevention Program and Status Report for 2018.

Board Action: Trustee Gary Carter made a motion that second reading be waived and that the Identity Theft Prevention Program and 2018 Status Report be approved 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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.

#11-E. Transitional Math Memorandum of Understanding: In 2016, the Postsecondary and Workforce Readiness (PWR) Act was approved with the goal of improving the transition from high school to college and/or work. One requirement of the PWR Act is for high schools to offer a fourth year of math (beyond the three years required for high school graduation) in an effort to reduce the number of students who need remediation and developmental education coursework in college. This fourth year will be transcribed as their “Transitional Math” course and allow students to bypass developmental education at the colleges. This Memorandum of Understanding with high schools in District #529 articulates the requirements necessary for students to bypass developmental education at Illinois Eastern Community Colleges. K-12 school district boards may vote to opt-out with evidence of this requirement causing undue financial burden on their district. The CEO recommended approval of this Memorandum of Understanding.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529

Frontier Community College
Lincoln Trail College

Olney Central College
Wabash Valley College
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is an agreement between _____

District #__ and Illinois Eastern Community College District #529.

Section I: _____ *High School* will:

1. Offer the following courses to high school seniors who have met their graduation requirement but who are not projected ready for college-level math as of the end of their junior year. The course will cover all of the competencies listed in the pilot course outline.
 - **Course No. Course Name**
2. Provide the instructor who will do the following:
 - a) Determine each student's grade where at least 75% of the grade is based on the summative unit assessments (tests/exams/projects) and 25% is based on formative assessments (such as homework and quizzes). Each will have at least 4 summative assessments per course.
 - b) Not allow students to keep summative assessments.
 - c) Not allow students to retake summative assessments.
 - d) Maintain all graded summative assessments for two years.
 - e) Follow the course outline as mandated by the law and approved by Illinois Eastern Community Colleges and the state-wide transitional math board.
3. Require students to complete all competency assessments in order to complete the course.
4. Require students to fill out an IECC Information form and submit these to the College.

Section II: Illinois Eastern Community Colleges will:

1. Allow placement into available college-level math courses for students who receive a "C" or better in the appropriate pre-requisite transitional math course:
 - Transitional STEM math course - College Algebra,
 - Quantitative Literacy and Statistics- Intro to Statistics, Liberal Arts Math, Quantitative Reasoning, or Math for Elementary Majors
 - Technical Math – Technical Math, Math for Nursing, Medical Assisting Math

If it has been more than 18 months since the completion of the transitional math course, the student will be required to follow IECC placement guidelines required at that time for enrollment into any mathematics course. Either party may terminate this agreement or remove courses at any time.

Board Action: Trustee Al Henager made a motion to approve the foregoing Transitional Math Memorandum of Understanding. 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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.

#11-F. IECC Honors Program: In order to provide learning opportunities to talented students who seek intellectual and cultural growth through enriched academic experiences, an IECC Honors Program has been developed. The CEO recommended approval of the Honors Program as listed in full in the Board agenda.

Board Action: Student Trustee Corey Hall made a motion to approve the IECC Honors Program. Trustee Gary Carter 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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.

#11-G. HLC Year 4 Assurance Argument Review: Tara Buerster and Paul Bruinsma reviewed the Assurance Argument Review prepared by the steering committee. The Assurance Argument addresses and provides continued evidence that the District meets the Criteria for accreditation and complies with the Criteria 4 years after the 10 year comprehensive evaluation that was held in 2015. The CEO recommended approval of the Assurance Argument for submission to the Higher Learning Commission.

Board Action: Trustee Al Henager made a motion to approve the submission of the Year 4 Assurance Argument to the Higher Learning Commission. Trustee Gary Carter 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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.

#11-H. Expansion of LTC Zwermann Arts Center: LTC has requested approval for expansion of the Zwermann Arts Center facility. The project will be fully funded by currently held estate funds and from community donations. The CEO recommended approval of the LTC Zwermann Arts Center Expansion project.

Board Action: Trustee James Lane made a motion to approve the LTC Zwermann Arts Center Expansion project as outlined. Trustee John Brooks 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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.

#11-I. Acceptance of Robinson Real Estate Gift: Mr. Michael A. Olson and Kitchen Trends, Inc. wish to convey to IECC, at no cost, a property located at 303 East Cherry Street, Robinson. The property adjoins the McCoy Welding Shop property. The CEO recommended the acceptance of the real estate gift located at 303 East Cherry Street, Robinson, Illinois.

Board Action: Student Trustee Corey Hall made a motion to accept a Real Estate Gift conveyed from Mr. Michael A. Olson and Kitchen Trends, Inc. Trustee John Brooks 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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.

#11-J. Acceptance of Property Gift by LTC Foundation: LTC is beginning a soccer program. The LTC Foundation has agreed to convey 11 acres, more or less, to the college district to be used as a soccer field for that purpose. The CEO recommended acceptance of the conveyance of property from the LTC Foundation to the District.

Board Action: Trustee James Lane made a motion to accept the property gift from the LTC Foundation of 11 acres, more or less, to the college district for use by the LTC soccer program. Student Trustee Corey Hall 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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.

#11-K. Affiliation Agreement: An affiliation agreement for the LTC Pharmacy Technician Program with Harmon's Pharmacy located in Oblong, Illinois and as listed in full in the board agenda, was recommended by the CEO for approval.

Board Action: Trustee Jan Ridgely made a motion to approve the affiliation agreement between IECC and Harmon's Pharmacy 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, Andrew

1. Danelle Davis, Interim Director of Business, \$500/month, effective May 6, 2019.

400.3 Approval for CEO to hire Financial Aid Coordinator, LTC, prior to May Board meeting.

400.4. Resignation Ratification

A. Administration, Non-Exempt

1. Jamie Henry, Director of Business, LTC, effective May 4, 2019.

400.5 Retirement Ratification

A. Full-Time Bargaining Unit Faculty

1. Carole Fusco, Assistant Professor, OCC/LTC, effective June 1, 2019.

#15-A. Board Action to Amend Personnel Report: Trustee Brenda Culver made a motion to amend the Personnel Report, to add an addendum as presented. Trustee Al Henager 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 that the “Ayes” have it and the motion carried.

400.5. Retirement Ratification

B. Professional/Non-Faculty

1. Cheryl Holder, Director of Adult Education, FCC, effective July 1, 2019

#15-B. Board Action to Approve Amended Personnel Report: Trustee Brenda Culver made a motion to approve the amended Personnel Report 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, Andrew Fischer, Al Henager, James Lane, Jan Ridgely. 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 #18 – “Collective Bargaining”: None.

AGENDA #19 - “Litigation” – None.

AGENDA #20– “Other Items” – None.

AGENDA #21 – “Adjournment” – Trustee Jan Ridgely made a motion to adjourn. Student Trustee Corey Hall seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” A voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:26 p.m.