

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

**MONTHLY MEETING**

**August 17, 2021**



**Location:**

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

<https://zoom.us/j/96348651017>

Dial in number: 312 626 6799

**Dinner – 6:15 p.m. – David L. Hart Building  
Meeting – 7:00 p.m. – David L. Hart Building**

*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**

**August 17, 2021**

**7:00 p.m.**

**Wabash Valley College**

**David L. Hart Building**

<https://zoom.us/j/96348651017>

Dial in number: 312 626 6799

1. Call to Order & Roll Call .....Chairman Carter
2. Disposition of Minutes ..... Chancellor Gower
3. Recognition of Visitors and Guests ..... Fowler
  - 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 100.25 Threat Assessment and Violence Prevention
7. Policy Second Reading.....Gower
  - A. Policy 100.38 Board Policy on Giving
8. Staff Recommendations for Approval
  - A. Selection of Construction Project Manager- LTC Recreation Center .....Gower
  - B. Ordinance for Property Acquisition at FCC .....Gower
  - C. 2021 Program Review .....Gower
  - D. Emergency Response Plans .....Gower
  - E. Violence Prevention Plan.....Gower
  - F. OCC Easement/Trust Bank .....Gower
  - G. IECC Covid-19 Guidelines.....Gower

H. Affiliation Agreements .....Gower

- Christopher Rural Health- Clinical & Non-Clinical
- Wabash & Ohio Valley Special Education District- Clinical
- Daviess Community Hospital- Clinical
- Rehab Focus LLC dba Fyzical Therapy & Balance Centers- Clinical
- Ridgeview Care Center- Clinical
- Quest Diagnostics- Clinical

I. Naming Rights – Frontier Community College..... Gower

9. Bid Committee Report.....Gower

- A. FCC, LTC, OCC, WVC- 3D Anatomy Visualization Table & Virtual Dissection Table
- B. LTC, OCC, WVC- Synchronous Auditorium Project

10. District Finance

- A. Financial Report ..... Hawkins
- B. Approval of Financial Obligations ..... Hawkins

11. Executive Session.....Gower

12. Approval of Executive Session Minutes

- A. Written Executive Session Minutes.....Gower
- B. Audio Executive Session Minutes .....Gower

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

14. Collective Bargaining.....Gower

Approval of Two-Year Contract with Bargaining Unit Faculty

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 the Cafeteria at Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, Tuesday, August 17, 2021.

**AGENDA #1 – “Call to Order & Roll Call”** – Chairman Gary Carter called the meeting to order at 7:00 p.m. and directed the 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. Also present was Sania Borom, student trustee. Trustees absent: None. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Ryan Gower, Chancellor.

Jay Edgren, President of Frontier Community College.

Matt Fowler, President of Wabash Valley College.

Zahi Atallah, President of Lincoln Trail College.

Rodney Ranes, President of Olney Central College.

Alex Cline, Director of Information & Communications Technology.

Ryan Hawkins, Chief Financial Officer/Treasurer.

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, July 20, 2021 and for a Special Meeting held Tuesday, July 27, 2021 were presented for disposition.

**Board Action to Approve Minutes:** Trustee Brenda Culver made a motion to approve minutes of the regular meeting held on July 20, 2021 and minutes of a special meeting held Tuesday, July 27, 2021 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.

**#3-B. IECEA Representative:** None.

**AGENDA #4 – “Public Comment” –** None.

**AGENDA #5 – “Reports” –**

**#5-A. Report from Trustees:** None.

**#5-B. Report from Presidents:** Written and electronic reports were presented from each of the colleges.

**#5-C. Report from Cabinet:** None.

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

**#6-A. Policy 100.25 Threat Assessment and Violence Prevention:** Chancellor Gower reviewed proposed revisions to the policy and recommended that second reading be waived and that the following revised policy be approved:

**BOARD OF TRUSTEES – 100**

**Threat Assessment and Violence Prevention Program (100.25)**

Date Adopted: July 19, 2011

Revised: August 17, 2021 (pending board approval)

The Board of Trustees of Illinois Eastern Community Colleges District #529 is committed to using its best efforts to provide faculty, staff, and students with an environment that is safe, secure and free from threats, intimidation and violence. In order to maintain a safe campus environment, it is important to promote an atmosphere that encourages learning and productive employment. The Board will maintain a written Violence Prevention Plan that:

- encourages prevention, intervention, response, and post-incident activity;
- establishes a Threat Assessment and Behavioral Intervention Team;
- outlines the reporting process for concerning behavior;
- establishes an assessment process;
- recommends intervention strategies; ~~and~~
- ~~establishes guidelines for faculty and staff on responding to student misconduct.~~

**Board Action:** Trustee Al Henager made a motion that the second reading be waived and that the foregoing Threat Assessment and Violence Prevention Program Policy 100.25 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, 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” –**

**#7-A. Policy 100.38 Board Policy on Giving:** Chancellor Ryan Gower reviewed the new policy that first came before the Board for first reading in May 2020. Chancellor Gower recommended approval of the establishment of the new policy to serve as a baseline for institutional advancement activities.

### **Board of Trustees – 100.38**

#### **General Gift Policy**

This policy establishes general expectations of the Board of Trustees related to gifts. The Board retains full discretion to accept gifts and recognize donors on a case-by-case basis.

The Board recognizes the Foundations as the primary fundraiser and philanthropic arm of each Illinois Eastern Community Colleges campus. Gifts not directed to the Foundation, but instead provided to one of the IECC campuses, are the property of Illinois Eastern Community Colleges, subject to control and management by the Board. Unless otherwise directed by the donor, gifts and associated income and revenue from gifts, will be used on behalf of the campus to which the gift was directed or where the donor relationship was cultivated.

#### **Named Gift Standards.**

The Board of Trustees has established minimum standards for named gifts, but the Chancellor or their designee may authorize higher minimums as deemed appropriate by situations unique to the gift or project.

#### **Named Facilities.**

The Board reserves the right to consider a request to name a facility (or any part thereof) for a donor or someone a donor wishes to memorialize. In general, the value of this gift

will typically represent no less than 33% of the cost of construction or replacement value of the facility. The Chancellor will make a recommendation to the Board taking into consideration factors like existing strategic or facility plans, the structure of gift payments, and the prominence or purpose of the facility.

### **Named Programs.**

The decision to name departments, units, or programs of study will be made by the Board upon the recommendation of the Chancellor. In all such cases, an endowment should be created with an investment revenue stream significant enough to meaningfully support the department, unit, or program of study. The principal gift is not to be spent without prior Board approval and residual funds are to be reinvested back into the endowment. Minimum gift levels follow, but the Chancellor will recommend an amount based upon the term of the agreement, the structure or timing of gift payments, or other program or student characteristics.

- Centers, Departments or Units \$1,000,000
- Program of Study \$500,000

Each situation is different, but in general the Board is not favorable to naming buildings, spaces, or programs for profit-seeking entities. Unless otherwise approved, consideration for previous gifts will not be considered unless such gifts were specifically linked to the naming opportunity.

### **Public/Private Partnerships.**

The Board recognizes the pivotal role its campuses play in the local community and welcomes the opportunity to partner, financially or otherwise, with public, profit, or not-for-profit organizations on endeavors of mutual benefit. Such projects should always connect to the IECC mission and will typically be ones already identified in the strategic plan or tied to one of the goals or objectives in the plan. After consideration at the college level, the Chancellor may bring opportunities for community partnerships, particularly those that would require financial partnership or long-term use of district resources, to the Board for consideration at its monthly meeting.

Such projects will be approved by the Board through a formal voting process, and a resolution of support indicating the breadth and scope of the partnership will be provided. In general, the local share (non-IECC) of such projects is expected to be between 100% and 65% of the total cost of the project, but the Chancellor may recommend different amounts based on unique circumstances surrounding the project.

**Board Action:** Trustee Brenda Culver made a motion that the foregoing new Board Policy on Giving Policy 100.38 be approved as recommended. Student Trustee Sania Borom 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, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: Barbara Shimer. Trustees absent: None. The motion having received 6 yea votes and 1 nay vote, the Chair declared the motion carried.

**AGENDA #8 – “Staff Recommendations for Approval”** – The following staff recommendations were presented for approval.

**#8-A. Selection of Construction Project Manager – LTC Recreation Center:** - Chancellor Ryan Gower provided a review of proposals received and recommended the Board retain the services of CDI, of Terre Haute, Indiana, to serve as the construction project manager for the Lincoln Trail College Recreation Center.

**Board Action:** Trustee John Brooks made a motion to approve CDI as LTC Recreation Center construction project manager. 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-B. Ordinance for Property Acquisition at FCC:** - Chancellor Ryan Gower recommended the following Ordinance for Property Acquisition between the City of Fairfield and Frontier Community College.

## **ORDINANCE FOR THE TRANSFER OF REAL PROPERTY**

### **ILLINOIS EASTERN COMMUNITY COLLEGES (DIST. 529) AND THE CITY OF FAIRFIELD, IL**

**WHEREAS**, Illinois Eastern Community College District #529 (IECC) is committed to providing access to high-quality education and services to residents of our district, including the City of Fairfield; and

**WHEREAS**, the city of Fairfield receives economic and civic benefit from the presence of Frontier Community College; and

**WHEREAS**, the acquisition of said real estate, with a legal description of:

Lot No. 13 in the Fairfield Industrial Park Plat filed of record in Plat Book B at page 112, Wayne County, Illinois, subject to utility easements reserved in said Plat, containing 3.94 acres, more or less.

would be convenient for IECC to occupy, use or develop in furtherance of our educational mission;



**NOW THEREFORE** on a motion made by Trustee Brenda Culver and duly seconded and approved by the majority of Board members present, be it enacted that:

1. This ordinance shall be known as “An Ordinance Facilitating the Intergovernmental Transfer of Real Estate Between Illinois Eastern Community Colleges (Dist. 529 and The City of Fairfield.”
2. Illinois Eastern Community Colleges agrees to reimburse the City of Fairfield a sum not to exceed Thirty Thousand dollars (\$30,000) excluding any costs of transfer or closing costs and any subsequent 2020 or 2021 real estate taxes, which IECC further agrees to pay in full.
3. That this ordinance is in full force and effect from and after its adoption.

Dated this 17<sup>th</sup> day of August 2021.

**Board Action:** Trustee Brenda Culver made a motion to approve the Ordinance for Property Acquisition between the City of Fairfield and Frontier Community College as presented. 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-C. Program Review Report 2021:** - Chancellor Ryan Gower presented the Program Review Report. The report is a detailed review of certain programs and services. This is part of a continual process with a focus on quality, cost and need. The Chancellor recommended approval of the Program Review Report 2021.

**Board Action:** Student Trustee Sania Borom made a motion to approve the Program Review Report as presented. 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-D. Emergency Response Plans:** The Chancellor recommended approval of Emergency Response Plans as previously provided separately to the Board.

**Board Action:** Trustee Al Henager made a motion to approve the Emergency Response Plans 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-E. Violence Prevention Plan:** To provide a safe and secure environment and to ensure compliance with the Campus Security Enhancement Act of 2008, the Illinois Eastern Community College District maintains a Violence Prevention Plan. Chancellor Gower recommended approval of the Violence Prevention Plan as provided separately to the Board.

**Board Action:** Trustee Brady Waldrop made a motion to approve the Violence Prevention Plan as recommended. Student Trustee Sania Borom seconded the motion and on 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. OCC Easement for Trust Bank:** TrustBank requested that IECC grant an easement for drainage on property where Olney Central College is located. Chancellor Gower recommended approval of the following easement.

### **GRANT OF EASEMENT**

THE GRANTOR, ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, an Illinois Community College District, 233 E. Chestnut Street, Olney, Illinois 62450, for an in consideration of the sum of One Dollar (\$1.00) in hand paid by the Grantee, the receipt and sufficiency of which is hereby acknowledged, and in consideration of the covenants and other agreements herein expressed to be performed on the part of Grantee, do hereby GRANT to TRUSTBANK, A BANKING CORPORATION, A COPROATION EXISTING UNDER THE LAWS OF THE STATE OF ILLINOIS, 600 E. Main Street, Olney, Illinois 62450, a perpetual easement in, upon, across, over, under, and through the land hereinafter described with the right to install, construct, inspect, operate, replace, renew, alter, enlarge, extend, remove, repair, and create a storm sewer drainage easement and storm water detention basin along with other related earth moving construction as said Grantee may deem necessary, said easement being described as follows:

Part of the Northeast Quarter of the Southeast Quarter of Section 33, Township 4 North, Range 10 East of the Third Principal Meridian, Richland County, Illinois, more particularly described as follows:

Beginning at the Northwest corner of Lot 3 of Parkside Plaza Subdivision; thence South 88 degrees 02' 40" West, 72.43 feet along the North line of Parkside Plaza Subdivision; thence North 00 degrees 14' 19" West, 20.00 feet; thence North 88 degrees 02' 40" East, 371.87 feet; thence South

00 degrees 14' 19" East, 20.00 feet to the North line of Parkside Plaza Subdivision; thence South 88 degrees 2' 40" West, 299.44 feet along said North line to the point of beginning, containing 0.2 acres (7434 square feet) more or less, pursuant to Plat of Easement dated August 3, 2021 by Shawn W. Taylor, Illinois Registered Land Surveyor #3800.

Said easement also shown by the Plat of Easement attached hereto.

This Grant of Easement is executed and delivered and granted upon the following conditions:

1. The Grantee shall, as soon as practical after said work is completed, restore all property of Grantor to a neat and presentable condition, including seeding of any area damaged as a result of any work.
2. Grantee shall indemnify Grantor against any loss and damage which shall be caused by any wrongful or negligent act or omission of its agents or employees in the course of their employment.
3. Grantor herein reserves the right to use the property for purposes which will not interfere with the Grantee's full enjoyment of the rights hereby granted.

Situated in Richland County, Illinois, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State of Illinois.

EXEMPT UNDER PROVISIONS OF PARAGRAPH (e) SECTION 31-45 PROPERTY TAX CODE.

This Grant of Easement is made, executed and delivered pursuant to a resolution duly adopted at a meeting of the Board of Trustees of the said school district held on the \_\_\_\_\_ day of August, 2021.

IN WITNESS WHEREOF, said Grantor has caused its name to be signed to these presents by its Board Chairman and attested by its Secretary this \_\_\_\_\_ day of August, 2021.

**Board Action:** Trustee Al Henager made a motion to approve the foregoing Easement between Trust Bank and IECC/OCC. 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. IECC Covid-19 Guidelines:** IECC has received COVID guidance from the Illinois Board of Higher Education (IBHE) and the Illinois Community College Board (ICCB). Chancellor Ryan Gower recommended approval of the following Covid-19 Guidelines that follow guidance received from ICCB and IBHE.

**August 5, 2021**

**(revised) August 9, 2021**

The following guidance – drawn heavily from the 8/5/21 joint IBHE and ICCB recommendations - is to be used to direct activities at all IECC locations while in Phase 5 of the Restore Illinois plan. This guidance is subject to change based on; a) a retreat to Phase 2, 3, or 4 in the Restore Illinois Plan; b) specific recommendations from local public health officials tied to unique community events; c) as additions or revisions are made to guidance provided by the state or national public health experts.

1. **EDUCATION.** The Illinois Board of Higher Education (IBHE) and Illinois Community College Board (ICCB) strongly encourage all IHEs to provide information to promote good hand hygiene and COVID vaccination. In response to this guidance, all four IECC colleges will run campaigns (ending December 2021) on hallway monitors and on their social media accounts that address:
  - a. CDC and IDPH recommendations on vaccination.
  - b. CDC and IDPH guidelines for appropriate hand hygiene.
  - c. Up to date data about regional/local transmission or positivity rates.
  - d. The importance of consistent and appropriate use of facial coverings.

2. **MASKS.** The CDC recommends that all persons, *regardless of vaccination status*, wear masks indoors in public settings when there is “substantial” or “high” transmission of COVID in the local community. In response to this guidance, IECC will encourage the use of facial coverings in IECC facilities when the positivity rate is above 8% in the county in which the IECC facility is located. The local positivity rate will be checked weekly, and mask guidance may be adjusted according to the data. When the rate is above 8%, IECC facilities will post signage on all primary entrances which read:

“MASK UP! Our region is currently experiencing “substantial” or “high” levels of COVID-19 transmission. For your safety and the safety of others, you are encouraged to wear a mask while inside our facilities.”

Likewise, IECC will recognize exceptions to the use of masks in our facilities who, because of a disability as defined by the Americans with Disabilities Act, cannot safely wear a mask. More information about exemptions can be found here.

3. **HEALTHY FACILITIES.** All IECC locations should maintain the enhanced cleaning protocols introduced last year with special attention being given to high-touch surfaces and shared objects. Hand sanitation (60% alcohol) stations will be available at every primary college entrance. Where possible, individual cleaning supplies will be provided at student seating areas.
4. **CONTACT TRACING.** All IECC colleges will designate a staff member to serve as the liaison between the college and the local health department. Beyond tracking and

reporting date, this staff member will need to be able to provide a list of “close contacts” to health officials should a positive case in our community be identified. As such, this staff member will need to have access to:

- a. Daily attendance records for each face-to-face class.
- b. The assigned seating chart for each face-to-face class.

It is IECC’s responsibility to be a good partner with local public health officials and share necessary information promptly. It is the responsibility of public health officials to perform contact tracing and make recommendations on isolation and quarantine. This Contact Tracer may be trained in the administration of COVID examinations to assist with testing with athletics or students who may present symptoms while on campus.

5. **SELF-CHECK.** All IECC faculty, staff, and students are expected to perform a daily self-screening for COVID-19 symptoms. Possible symptoms can be found here. Individuals with symptoms should use the CDC self-checker to determine the necessity of seeking medical care. The importance of daily self-checks will be made known with messages:
  - a. E-mailed to all @iecc.edu e-mail accounts at the beginning of the academic term.
  - b. Placed prominently on the IECC webpage.
  - c. Announced in new student orientations.
  - d. Announced at the beginning of every class session for the first week of classes.
  - e. Announced at the onset of faculty and staff meetings for the first month of each semester.
6. **COMMUNAL SPACES.** To the extent possible, all IECC locations will seek to promote 6’ physical distancing in communal spaces. This may include the removal of furniture/seating and the addition of signage on floors and walls.
7. **EVENTS, ATHLETICS, and UNIQUE FEATURES.** In Phase 5 of the Restore Illinois plan, there are no restrictions placed on the operation of events, athletics, or other unique features (i.e. pools, daycares, cafeterias, etc.) of our colleges. College leadership is directed to follow the guidance that may be forthcoming (similar to that provided during Phase IV or the Bridge phase) that most closely pertain to the event (i.e. concert, theater, sports) or feature (i.e. daycare, pool, fitness center, cafeteria, etc.) at their location.
8. **CAMPUS ARRIVAL - INTERNATIONAL & STUDENT ATHLETES.** Wherever possible, non-vaccinated international students and student athletes should be tested for COVID 48-72 hours before returning to arrival on campus.

- a. International students who did not test before arrival AND who have not received a WHO or US approved COVID vaccine should be tested for COVID upon arrival and isolated until test results are in hand.
- b. At the beginning of the Fall and Spring term, student athletes should be tested for COVID upon arrival on campus and should avoid congregate settings (practice, residence halls, etc.) until a negative test result is in hand. Testing should continue on a regular basis for the first 5 weeks after arrival. Arrangements for testing should be made with the local health department and a limited number of tests will be made available to the athletic director at each college.

**Board Action:** Trustee Brenda Culver made a motion to approve Covid-19 Guidelines as presented. Student Trustee Sania Borom 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, Brenda 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-H. Affiliation Agreements:** Chancellor Gower recommended approval of the following affiliation agreements.

- Christopher Rural Health- Clinical & Non-Clinical
- Wabash & Ohio Valley Special Education District- Clinical
- Daviess Community Hospital- Clinical
- Rehab Focus LLC dba Fyzical Therapy & Balance Centers- Clinical
- Ridgeview Care Center- Clinical
- Quest Diagnostics

**Board Action:** Trustee Barbara Shimer made a motion to approve the six affiliation agreements 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-I. Naming Rights – Frontier Community College:** Chancellor Gower recommended the Board consider a request made by a donor to rename the Learning Resource Center/Academic Success Center at Frontier Community College to be renamed: Clemence Elizabeth Cox Hall, Center for Nursing, Learning Resource Center, Academic Success Center.

**Board Action:** Trustee Al Henager made a motion that the Board approve renaming FCC's Learning Resource Center 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 #9 – “Bid Committee Report”** – Chancellor Ryan Gower reviewed the following Bid Committee report and recommended it be approved as presented.

TO: Board of Trustees

FROM: Bid Committee

DATE: August 17, 2021

RE: Four (4) 3D Anatomy Visualization Table & Virtual Dissection Tables

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 Anatomage for a total of \$298,720.00.

Company	Total Bid
Anatomage Santa Clara, CA	\$298,720.00

Respectfully submitted,

Ryan Gower  
Ryan Hawkins  
Renee Smith

Department: Life Sciences, Allied Health, and Anatomy

Source of Funds: Education Fund.

Rationale for Purchase: The proposal from Anatomage 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.

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TO: Board of Trustees  
FROM: Bid Committee  
DATE: August 17, 2021  
RE: Synchronous Auditorium Project

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 Entech Stage & Video for a total of \$323,567.97.

Company	Total Bid
Entech Brazil, IN	\$323,567.97
Concept Sound & Light Evansville, IN	\$374,883.00

Respectfully submitted,  
Ryan Gower  
Ryan Hawkins  
Renee Smith

Department: General Education.

Source of Funds: Education Fund.



Rationale for Purchase: To provide technology to upgrade the auditoriums of Lincoln Trail, Olney Central, and Wabash Valley to allow for socially distant lecturing and cross-campus synchronous learning.

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 Barbara Shimer made a motion to approve the Bid Committee Report recommendations as presented. 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.

**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 July 31, 2021.

**#10-B. Approval of Financial Obligations:** District financial obligations (Listing of Board Bills) for August 2020, totaling \$1,176,660.27, were presented for approval.

**Board Approval for Payment of Financial Obligations:** Trustee Barbara Shimer made a motion to approve payment of district financial obligations for August 2021, in the amounts listed, and payments from the revolving fund for July 2021. 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 #11 – “Executive Session”** – The Board of Trustees did not hold an executive session at this meeting.

**AGENDA #12 – “Approval of Executive Session Minutes”** –

**#12-A. Written Executive Session Minutes:** It was recommended that the written minutes of the executive session held on July 20, 2021 be approved and remain closed.

**#12-B. Audio Recordings of Executive Sessions:** It was recommended that the recorded audio minutes of the July 20, 2021 executive session meeting be approved and remain closed.

**Board Action:** Trustee Brenda Culver made a motion to approve the written and audio minutes of a closed session meeting held on July 20, 2021 and that those minutes remain closed to

the public at this time. 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.

**AGENDA #13 – “Approval of Personnel Report”** – Andrea McDowell reviewed the following Personnel Report and the Chancellor recommended approval.

**400.1. Employment of Personnel**

**A. Faculty**

1. Jane McCormick, Information Systems Technology Instructor, OCC, effective August 18, 2021.

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

1. Chad Groves, Director of Instructional Support Services, OCC, effective August 23, 2021.

**C. Classified**

1. Heather Watts, Office Assistant, LTC, effective September 8, 2021.
2. Melissa Hines, Administrative Assistant, Nursing & Allied Health, OCC, effective August 23, 2021.
3. Shayla Miller, Office Assistant, FCC, effective August 18, 2021.

**400.2. Change in Status**

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

1. Laurie Perry, Administrative Assistant, HR, DO, to HR Coordinator, DO, effective August 19, 2021.

**400.3. Temporary Contract**

**A. Faculty**

1. Ashley Waggoner, English Instructor, LTC, effective August 18, 2021.

**400.4. Approval of Proposed Non-College Employment**

<u>Name</u>	<u>Employer</u>	<u>Days per Academic Year</u>
Robert Mason	Southern Illinois University Carbondale, IL	36

**400.5. Academic Year 2021-2022 Educational Level Change**

**A. Faculty**

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Sarah Bergbower	M+24	M+36	\$1,000
Sarah Bergbower	M+36	M+48	\$1,000

**400.6. FY22 Administrative and Staff Salaries**

ILLINOIS EASTERN COMMUNITY COLLEGES

Fiscal Year 2021-2022

Guidelines for Full-Time Employee

(Non-Bargaining Unit)

Wage Increases

Applies to all Administrative and Professional/Non-Faculty Employees:

1. Employees working before June 1, 2021 are eligible for a wage increase. Employees with hire dates of June 1, 2021, to August 31, 2021, will be eligible for an increase at the six-month anniversary date. Employees with a hire date of September 1, 2021 or later are not eligible for the increase.
2. All full-time employees (non-bargaining unit and not on a temporary contract) will receive a  
  
3% pay increase, unless otherwise noted.
3. All increases are effective August 30, 2021, unless otherwise noted.
4. Entry levels for all non-faculty positions will be increased by 2.0%, effective 8-30-2021. Classified positions are excluded from this increase.

**400.7. Changes to Administrative Guidelines for Full-Time Bargaining Unit Faculty**

## 1. Overload Pay

<u>Overload Rate for Instructors/Assistant Professors</u>	<u>Effective Date</u>
\$580 per equated semester hour (load hour)	Fall 2021
\$595 per equated semester hour (load hour)	Fall 2022
<u>Overload Rate for Associate Professors/Professors</u>	<u>Effective Date</u>
\$590 per equated semester hour (load hour)	Fall 2021
\$605 per equated semester hour (load hour)	Fall 2022

## 2. Summer School

<u>Summer Rate for Instructors/Assistant Professors</u>	<u>Effective Date</u>
\$700 per equated semester hour (load hour)	Summer 2022
\$740 per equated semester hour (load hour)	Summer 2023
<u>Summer Rate for Associate Professors/Professors</u>	<u>Effective Date</u>
\$710 per equated semester hour (load hour)	Summer 2022
\$750 per equated semester hour (load hour)	Summer 2023

## 3. Internet Courses

Internet Course Compensation – To the extent the Board elects to assign a faculty member to develop and teach an Internet Course, then a one-time stipend of Six Hundred Seventy Five Dollars (\$675) per load hour, in addition to the faculty member's regular salary, will be paid to such faculty member at the time that the course is fully developed – deemed such by mutual agreement of the faculty and the Board designee. Advance approval is required.

### 400.8. Changes to Administrative Guidelines for Part-Time and Full-Time Non-Bargaining Unit Faculty

#### 1. Rate of Pay

Part-time Rate – In special instances when staff cannot be obtained at the established part-time faculty rate for specific classes, the college dean(s) shall seek approval from

the college president to offer additional compensation not to exceed more than \$100 per credit hour or more than \$2100 per year.

<u>Rate</u>	<u>Effective Date</u>
\$535 per equated hour (load hour)	Fall 2021

## **2. Retired IECC Faculty Rate**

This rate applies to individuals who taught full-time at IECC, retired from IECC and who are hired as part-time faculty. In special instances when staff cannot be obtained at the established retired faculty rate for specific classes, the college dean(s) shall seek approval from the college president to offer additional compensation not to exceed more than \$100 per credit hour or more than \$2100 per year.

<u>Rate</u>	<u>Effective Date</u>
\$650 per equated hour (load hour)	Fall 2021

## **3. Internet Courses**

Internet Course Compensation – To the extent the Board elects to assign a faculty member to develop and teach an Internet Course, then a one-time stipend of Six Hundred Seventy Five Dollars (\$675) per load hour, in addition to the faculty member’s regular salary, will be paid to such faculty member at the time that the course is fully developed – deemed such by mutual agreement of the faculty and the Board designee. Advance approval is required.

### **400.9. Resignation Ratification**

#### **A. Classified**

1. Heather Gerch, Office Assistant, FCC, effective August 7, 2021.
2. Taylr Hall, TRIO Upward Bound Counselor, DO, effective August 17,

### **400.10. Retirement Ratifications**

#### **A. Faculty**

1. William Jankousky, Workforce Education Instructor, effective January 1, 2022.

#### **B. Classified**

1. Jerry Booker, Groundskeeper, OCC, effective September 1, 2021.

#### 400.4. FY2020 Administration and Staff Salaries

##### ILLINOIS EASTERN COMMUNITY COLLEGES

Fiscal Year 2021-2022

Guidelines for Full-Time Employee

(Non-Bargaining Unit)

Wage Increases

Applies to all Administrative and Professional/Non-Faculty Employees:

2. Employees working before June 1, 2021 are eligible for a wage increase. Employees with hire dates of June 1, 2021, to August 31, 2021, will be eligible for an increase at the six-month anniversary date. Employees with a hire date of September 1, 2021 or later are not eligible for the increase.
  
2. All full-time employees (non-bargaining unit and not on a temporary contract) will receive a  
  
3% pay increase, unless otherwise noted.
  
5. All increases are effective August 30, 2021, unless otherwise noted.
  
6. Entry levels for all non-faculty positions will be increased by 2.0%, effective 8-30-2021. Classified positions are excluded from this increase.

**#13-A. Board Action to Approve Personnel Report:** Trustee Brenda Culver made a motion to approve the Personnel Report as presented. 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 #14 – “Collective Bargaining”**

**Approval of Two Year Contract with Bargaining Unit Faculty:** Chancellor Ryan Gower recommended approval of the two year contract with bargaining unit faculty.

**Board Action:** Trustee Barbara Shimer made a motion to approve the two year contract with bargaining unit faculty 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 #15 – “Litigation”** – None.

**AGENDA #16 – “Other Items”** – None.

**AGENDA #17 – “Adjournment”** – Trustee Brenda Culver made a motion to adjourn. Student Trustee Sania Borom 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 8:48 p.m.