

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

September 21, 2021



Location:

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

<https://zoom.us/j/99841560449>

Meeting ID: 998 4156 0449
Dial in number: 312 626 6799

**Dinner – 6:15 p.m. – Bob Boyles Hall
Meeting – 7:00 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**

<https://zoom.us/j/99841560449>

September 21, 2021

7:00 p.m.

**Frontier Community College
Bob Boyles Hall**

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. Reports
 - A. Trustees
 - B. Chancellor
 - C. Presidents
 - D. Cabinet
6. Policy First Reading (and Possible Approval)Gower
 - A. None
7. Policy Second ReadingGower
 - A. None
8. Staff Recommendations for Approval
 - A. Health & Dental Insurance Hawkins
 - B. Health Savings Accounts, Calendar Year 2021 Hawkins
 - C. 2021 Annual Security ReportGower
 - D. Revised Board Meeting Schedule.....Gower
 - E. Affiliation AgreementsGower
 - Deaconess Gibson Hospital/Edwards County Ambulance/Oakview Nursing and Rehab/
 - RWR Medical Arts/Wayne County Ambulance
9. Bid Committee Report.....Gower
 - A. OCC Design & Construction of New Exterior Electronic SignGower

- 10. District Finance
 - A. Financial Report Hawkins
 - B. Approval of Financial Obligations Hawkins
- 11. Executive SessionGower
- 12. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes.....Gower
 - B. Audio Executive Session MinutesGower
- 13. Approval of Personnel ReportGower
- 14. Collective BargainingGower
- 15. LitigationGower
- 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 17th 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.

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.

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

- A. Visitors and Guests**
- B. IECEA Representatives**

Agenda Item #4

Public Comment

Agenda Item #5

**Reports
Trustees
Chancellor
Presidents
Cabinet**

Agenda Item #6

Policy First Reading (and Possible Approval)

Agenda Item #7

Policy Second Reading

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Health & Dental Insurance

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: September 21, 2021

RE: Health & Dental Insurance – Calendar Year 2022

The District has received renewal rates for the group health and dental insurance plans for the calendar year 2022. The Board should now consider renewal of the District's health and dental insurance plans.

We propose continuation of the four plan offerings for health insurance, with a \$250 deductible plan, a \$1,500 deductible plan, a \$2,650 deductible plan, and a \$6,000 deductible plan.

The District will contribute \$854.18 per month for health benefits and \$30.96 per month for dental benefits. The calendar year 2022 premiums represent an increase of 9.5% for health insurance and a flat renewal for dental insurance.

In addition to health and dental insurance, employees will continue to have the option to purchase identity theft protection services, vision, critical illness, accident, hospital indemnity, term life, and long-term disability insurance at their own expense.

By choosing one of the Qualified High Deductible Plans (\$1,500, \$2,650, or \$6,000 deductible) the employee will qualify for a Health Savings Account (HSA). The District will continue to offer the Medical Reimbursement Plan (MRP) for eligible employees that waive coverage through the group health plan.

The recent history of the District's health rate increases follows:

Rate Increase History

January 1, 2014 – December 31, 2014	12.3% Increase (Includes 3.3% for ACA)
January 1, 2015 – December 31, 2015	(5.6%) Decrease
January 1, 2016 – December 31, 2016	15.3% Increase
January 1, 2017 – December 31, 2017	2.2% Increase (New IECC Marketplace Structure)
January 1, 2018 – December 31, 2018	7.5% Increase
January 1, 2019 – December 31, 2019	(9.2%) Decrease
January 1, 2020 – December 31, 2020	(4.4%) Decrease
January 1, 2021 – December 31, 2021	(Flat)
January 1, 2022 – December 31, 2022	9.5% Increase

As required by the Affordable Care Act, the January 1, 2022 renewal for BCBS will continue to include Level 2 employees who average between 30 – 39.99 hours of service per week. These employees are eligible for health insurance benefits and will pay 9% of their gross wages towards the cost of the premium.

In addition to the group health plans being considered the District has secondary coverage options for individuals who have primary coverage through Medicare. As these plans operate as a Medicare supplement, the premiums for coverage are slightly less than the primary option. The District will contribute \$611.01 per month for health benefit coverage for eligible employees in 2021.

Attached are the plans that have been negotiated with BCBS to be offered under the IECC Marketplace. I recommend that the Board accept these plans and premiums for calendar year 2022 as outlined in the following attachments.

RG/akb

Attachments

**IECC Marketplace Options (Health Insurance)
Calendar Year 2022**

Benefit	Option # 1 - PE2304		Option # 2 - PE2305		Option # 3 - P15244		Option # 4 - P15234	
Deductible								
- Per Person	\$ 6,000 **		\$ 2,650 **		\$ 1,500		\$ 250	
- Per Family	\$ 12,000 **		\$ 5,300 **		\$ 3,000		\$ 750	
Coinsurance	80%		80%		100%		90%	
Medical Out-of-Pocket								
- Per Person	\$ 6,550		\$ 5,300		\$ 3,000		\$ 1,250	
- Per Family	\$ 13,100		\$ 10,600		\$ 6,000		\$ 2,500	
Rates	Total Premium	EE Net Premium	Total Premium	EE Net Premium	Total Premium	EE Net Premium	Total Premium	EE Net Premium
Employee	\$ 789.47	\$ (64.71)	\$ 854.18	\$ -	\$ 943.96	\$ 89.78	\$ 1,048.83	\$ 194.65
Employee & Spouse	\$ 1,700.96	\$ 846.78	\$ 1,840.39	\$ 986.21	\$ 2,033.83	\$ 1,179.65	\$ 2,259.83	\$ 1,405.65
Employee & Child(ren)	\$ 1,258.80	\$ 404.62	\$ 1,361.97	\$ 507.79	\$ 1,505.14	\$ 650.96	\$ 1,672.37	\$ 818.19
Full Family	\$ 2,297.18	\$ 1,443.00	\$ 2,485.47	\$ 1,631.29	\$ 2,746.72	\$ 1,892.54	\$ 3,051.91	\$ 2,197.73

**** Embedded deductibles**

**IECC Marketplace Options (Health Insurance - Medicare Primary)
Calendar Year 2022**

Benefit	Option # 1 - PE2304		Option # 2 - PE2305		Option # 3 - P15244		Option # 4 - P15234	
Deductible								
- Per Person	\$ 6,000 **		\$ 2,650 **		\$ 1,500		\$ 250	
- Per Family	\$ 12,000 **		\$ 5,300 **		\$ 3,000		\$ 750	
Coinsurance	80%		80%		100%		90%	
Medical Out-of-Pocket								
- Per Person	\$ 6,550		\$ 5,300		\$ 3,000		\$ 1,250	
- Per Family	\$ 13,100		\$ 10,600		\$ 6,000		\$ 2,500	
Rates	Total Premium	EE Net Premium	Total Premium	EE Net Premium	Total Premium	EE Net Premium	Total Premium	EE Net Premium
Employee	\$ 564.71	\$ (46.30)	\$ 611.01	\$ -	\$ 616.65	\$ 5.64	\$ 750.26	\$ 139.25

**IECC Marketplace Options (Dental Insurance)
Calendar Year 2022**

Rates	Calendar 2022	
	Total Premium	EE Net Premium
Employee	\$ 30.96	\$ -
Employee & Spouse	\$ 63.24	\$ 32.28
Employee & Child(ren)	\$ 79.96	\$ 49.00
Full Family	\$ 85.46	\$ 54.50

Agenda Item #8B

Health Savings Accounts, Calendar Year 2021

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: September 21, 2021

RE: Health Savings Accounts, Calendar Year 2022

In February of 2010, the Board approved the offering of a Qualified High Deductible Health Plan. The Board also implemented a plan allowing Health Savings Accounts (HSA) that enabled qualified employees to set aside money in pre-tax dollars.

Historically, the Board has contributed \$1,000 to each qualifying employee's HSA on an annual basis. This contribution is for bargaining unit faculty and non-bargaining unit employees working at least 40 hours of service per week and enrolled in one of the three qualifying high-deductible health options. Qualifying employees that begin mid-year receive a pro-rated contribution.

I recommend that the Board make a \$1,000 contribution for Calendar Year 2022 to each qualified employee's HSA. A qualified employee being all bargaining unit faculty employees and all non-bargaining unit employees working at least 40 hours of service per week as defined in Business Procedure 300.1 for Employee Benefits.

RG/akb

Agenda Item #8C

2021 Annual Security Report

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: September 21, 2021
RE: 2021 Annual Security Report

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires an Annual Security Report be compiled and published annually prior to October 1 of each year. The Annual Security Report contains crime information for the past three years, relevant policy statements, and training and educational programming related to campus safety and security, crime prevention, alcohol and drug use, and sexual misconduct. The report was sent electronically to the Board.

I ask the Board's approval of the 2021 Annual Security Report.

RG/sc

Agenda Item #8D

Revised Board Meeting Schedule

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: September 21, 2021
RE: Board Meeting Dates and Locations for 2021

The Illinois Community College Act requires that the Board annually set meeting dates, times and locations of Board meetings for the upcoming calendar year. The attached resolution sets forth that the Trustees will meet on the third Tuesday of every month except the April meeting shall be the fourth Tuesday of the month and the December meeting shall be the second Tuesday of the month. The following are the meeting dates and locations for the IECC Board of Trustees for 2021.

I recommend approval of this resolution.

RG/sc

Attachment

Board Meeting Dates

2021

Tuesday, January 19, 2021, 7 p.m., Frontier Community College

Tuesday, February 16, 2021, 7 p.m., Lincoln Trail College

Tuesday, March 16, 2021, 7 p.m., Olney Central College

Tuesday, April 27, 2021, 7 p.m., Wabash Valley College

Tuesday, May 18, 2021, 7 p.m., Frontier Community College

Tuesday, June 15, 2021, 7 p.m., Lincoln Trail College

Tuesday, July 20, 2021, 7 p.m., Olney Central College

Tuesday, August 17, 2021, 7 p.m., Wabash Valley College

Tuesday, September 21, 2021, 7 p.m., Frontier Community College

Tuesday, October 19, 2021, 6:15 p.m., Lincoln Trail College

Tuesday, November 16, 2021, 6:15 p.m., Olney Central College

Tuesday, December 14, 2021, 6:15 p.m., Wabash Valley College

Revised 09/2021

Agenda Item #8E

Affiliation Agreements

- **Deaconess Gibson Hospital**
- **Edwards County Ambulance**
- **Oakview Nursing and Rehab**
- **RWR Medical Arts**
- **Wayne County Ambulance**

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: September 21, 2021
RE: Affiliation Agreements

An affiliation agreement is a formal contract between the educational institution and the facility or business where the student(s) will have the experience. It identifies the responsibilities and liabilities of the various parties covered by the contract. Students engaged in these placements are not paid and the experience is required for completion of the program.

IECC wishes to enter into a standard clinical affiliation agreement with the following organizations:

- Deaconess Gibson Hospital- Clinical
- Edwards County Ambulance- Clinical
- Oakview Nursing and Rehab- Clinical
- RWR Medical Arts- Clinical
- Wayne County Ambulance- Clinical

I ask the Board's approval of the affiliation agreements.

RG/sc

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College |
Wabash Valley College

CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this ___ day of _____ by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____ (hereinafter referred to as AGENCY): of _____

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Associate Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

13. A review of the agreement will be made every three (3) years. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials the _____ day of _____, _____.

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date: _____

Title: _____

Date: _____

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

Agenda Item #9

Bid Committee Report

BID COMMITTEE REPORT

September 21, 2021

Olney Central College

1. Design and Construction of New Exterior Electronic Sign

TO: Board of Trustees

FROM: Bid Committee

DATE: September 21, 2021

RE: Design and Construction of New Exterior Electronic Sign

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 T. Ham Signs for a total of \$55,919.31.

Company	Total Bid
Martin Branding Group Oak Park, IL	\$101,200
T. Ham Signs Mt. Vernon, IL	\$55,919.31

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Renee Smith

Purchase is for Olney Central College.

Source of Funds: 028-55100-8700-806.

Rationale for Purchase: The proposal from T. Ham Signs 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.

Specifications for OCC Design and Construction of New Exterior Electronic Sign

Illinois Eastern Community Colleges (Olney Central College) is seeking bids for Design and Construction of New Exterior Electronic Sign to be installed on the west side of 305 N. West Street (Rt. 130) near the entrance to the College. The design of the structure should include: college seal, college name, digital display, and a base panel. An artist rendering with dimensions and material specifications to be included in the base bid is provided. Adherence to material selections and dimensions should be followed in providing a base bid. Alternate bids will be considered for substitute products or dimensions. However, alternates should clearly communicate basis for providing an alternate to allow full consideration by the Board of Trustees.

All bids should include work for demolition of existing sign. Electricity is provided at site but may require relocation for placement of the newly constructed sign. To schedule a site visit, contact Ryan Hawkins at 618.393.2982 or by email at hawkinsr@iecc.edu.

Product and material warranty should be a minimum of five (5) years.

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO OLNEY CENTRAL COLLEGE, 305 N. WEST STREET, OLNEY, IL 62450. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

TOTAL BID \$ _____

APPROX. DELIVERY DATE _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

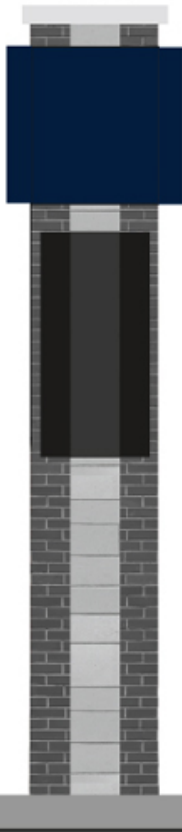
FAX _____

DATE _____

Certified Vendor in accordance with the Business Enterprise Program for Minorities, Females, and Persons with Disabilities Act: Yes No If yes, you must attach a copy of the current letter of certification.

OLNEY CENTRAL COLLEGE - SIGN INSTALLATION
305 N WEST ST - ROUTE 130 NORTH - OLNEY IL - Page 1 - Elevations

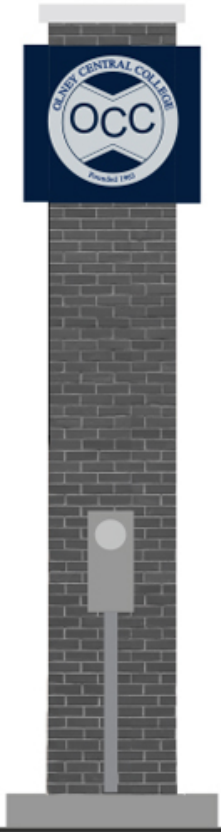
EAST
ELEVATION



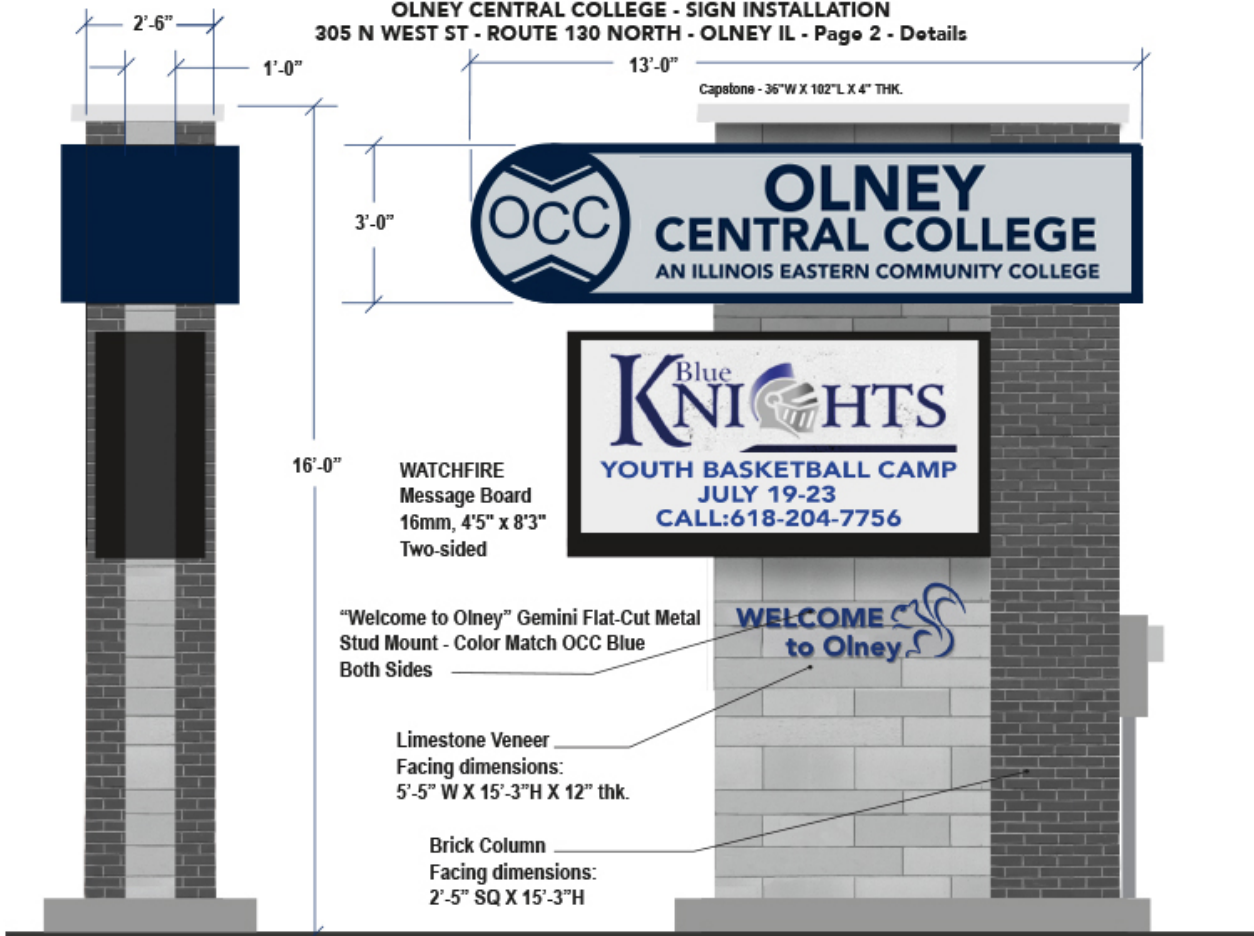
NORTH
ELEVATION



WEST
ELEVATION



OLNEY CENTRAL COLLEGE - SIGN INSTALLATION
305 N WEST ST - ROUTE 130 NORTH - OLNEY IL - Page 2 - Details



OLNEY CENTRAL COLLEGE - SIGN INSTALLATION 305 N WEST ST - ROUTE 130 NORTH - OLNEY IL

Note: All sketches and dimensions are for estimating purposes only. Engineering and design details including structural drawings and specification of components is the responsibility of prospective bidders.
Details:

- 1.) Olney Central College sign installation is at front site near OCC Main Entrance in Olney, IL
- 2.) Construction is "best method" - steel frame support on concrete base and slab, or reinforced concrete block/masonry construction throughout - Both with limestone and brick veneer per sketches.
- 3.) Site has electric power and metered service on an existing sign.
- 4.) All components should be installed with voids filled and capped - sheet metal for best cosmetic appearance.

Components:

WATCHFIRE - Double - sided LED message board - (2) 16mm, 4'5" x 8'3"
<https://www.watchfiresigns.com/led-signs/standard-resolution-signs>

Sign Cabinets - (2) 3'-0" X 13'-0" X 6" depth - Internally LED edge-lighted translucent white Acrylic DM faces.
Hi-performance cast vinyl logos and lettering applied to faces per sketch. Circle portion could be raised for best appearance, or flush as shown for simple construction. Ends and voids must be closed. Vector graphics file will be provided by OCC.
<https://www.grimco.com/Catalog/Products/HANLEYLEDSTELLAREDEGESERIESS-1720>

Surface Letters/Logo - "Welcome to Olney" Gemini Flat-Cut Metal Stud Mount - Color Match OCC Blue - Both Sides - Vector files provided.
<https://geminimade.com/signage/letters-logos/flat-cut-metal/>

Masonry Veneer: General Shale - "Midnight Mist" Modular Brick - Dark Mortar
<https://generalshale.com/products/midnight-mist/>

Smooth Limestone - Arris Clip - smooth white thin veneer
Various sizes - 1-3'8" thk. - Dark Mortar
<https://generalshale.com/products/limestone-arris-clip/>



Materials and construction are suggestions to represent accompanying sketches.
Color standards and vector artwork provided by customer.
Substitutions and final selections must be approved by customer - OCC.

Agenda Item #10

District Finance

A. Financial Report

B. Approval of Financial Obligations

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
August 31, 2021**

FUND	BALANCE
Educational	\$ 10,834,854.11
Operations & Maintenance	1,781,194.43
Operations & Maintenance (Restricted)	2,672,237.59
Bond & Interest	1,008,469.53
Auxiliary	2,459,990.77
Restricted Purposes	(463,505.94)
Working Cash	900,592.45
Trust & Agency	529,488.30
Audit	11,592.55
Liability, Protection & Settlement	525,992.69
TOTAL ALL FUNDS	<u>\$ 20,260,906.48</u>

Respectfully submitted,

Ryan Hawkins, Treasurer

Illinois Eastern Community Colleges

Balance Sheets - All Funds (Unaudited)

August 31, 2021

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
ASSETS						
Cash	\$ 10,850,154	\$ 1,781,194	\$ 2,672,238	\$ 1,008,470	\$ 2,480,491	\$ (463,506)
Investments	-	1,500,446	-	-	5,326,464	-
Accounts Receivable	1,708,289	245,403	-	-	560,054	-
Other Receivables	805,083	-	1	-	-	503,318
Restricted Cash	-	-	4,012,365	-	-	-
Inventory	-	-	-	-	749,825	-
Other Assets	-	-	-	-	-	475,500
Due From Other Funds	-	-	-	-	-	-
Total Assets	\$ 13,363,526	\$ 3,527,043	\$ 6,684,604	\$ 1,008,470	\$ 9,116,834	\$ 515,312
LIABILITIES						
Accounts Payable	\$ 16,578	\$ 68,413	\$ 4,500	\$ -	\$ 46,982	\$ 7,643
Accrued Payroll Liabilities	3,308	-	-	-	-	-
Other Accrued Liabilities	39,117	-	36,665	-	104,120	240
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	59,003	68,413	41,165	-	151,102	7,883
FUND BALANCES						
Non-Spendable	-	-	-	-	749,825	-
Restricted	-	3,458,630	6,643,439	1,008,470	-	507,429
Unassigned	13,304,523	-	-	-	8,215,907	-
Total Fund Balances	13,304,523	3,458,630	6,643,439	1,008,470	8,965,732	507,429
Total Liabilities and Fund Balances	\$ 13,363,526	\$ 3,527,043	\$ 6,684,604	\$ 1,008,470	\$ 9,116,834	\$ 515,312

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
August 31, 2021

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
ASSETS					
Cash	\$ 900,592	\$ 529,488	\$ 11,593	\$ 525,993	\$ 20,296,707
Investments	5,396,621	-	-	-	12,223,531
Accounts Receivable	-	-	-	-	2,513,746
Other Receivables	38,120	105,297	-	-	1,451,819
Restricted Cash	-	-	-	-	4,012,365
Inventory	-	-	-	-	749,825
Other Assets	-	-	-	-	475,500
Due From Other Funds	-	-	-	-	-
Total Assets	\$ 6,335,333	\$ 634,785	\$ 11,593	\$ 525,993	\$ 41,723,493
LIABILITIES					
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ 144,116
Accrued Payroll Liabilities	-	-	-	-	3,308
Other Accrued Liabilities	-	10,407	-	-	190,549
Due to Other Funds	-	-	-	-	-
Total Liabilities	-	10,407	-	-	337,973
FUND BALANCES					
Non-Spendable	6,325,000				7,074,825
Restricted	10,333		11,593	525,993	12,165,887
Unassigned	-	624,378	-	-	22,144,808
Total Fund Balances	6,335,333	624,378	11,593	525,993	41,385,520
Total Liabilities and Fund Balances	\$ 6,335,333	\$ 634,785	\$ 11,593	\$ 525,993	\$ 41,723,493

Illinois Eastern Community Colleges
 Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
 For the Period Ended August 31, 2021

		Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
REVENUES							
Property Taxes	\$	886,398	\$ 379,885	\$ 25,282	\$ 526,247	\$ -	\$ -
Replacement Taxes		11,937	11,937	-	-	-	-
ICCB Grants		2,180,159	-	-	-	-	-
Federal Grants		-	-	-	-	-	587,760
Tuition & Fees		5,493,516	508,403	-	-	129,770	-
Charges for Services		-	-	-	-	766,336	-
Interest		8,849	1,970	2,289	737.00	1,805	2
Other Revenues		8,596	3,268	-	-	24,237	4,581
Total Revenues		8,589,455	905,463	27,571	526,984	922,148	592,343
EXPENDITURES							
Payroll		1,287,164	117,566	-	-	202,804	179,444
Benefits		263,133	27,716	-	-	24,447	49,647
Contractual Services		145,720	68,869	19,244	-	33,367	17,507
Supplies		248,556	38,102	-	-	564,043	2,141
Travel		11,685	-	-	-	12,431	1,579
Fixed		14,336	4,205	-	-	123,325	84
Utilities		8,766	130,992	-	-	-	-
Capital Outlay		4,332	9,405	63,225	-	-	-
Other		11,725	-	-	-	74,244	83,457
Scholarships, Student Grants, & Waivers		1,745,836	-	-	-	50,161	287,289
Total Expenditures		3,741,253	396,855	82,469	-	1,084,822	621,148
Excess (Deficiency) of Revenues Over (Under) Expenditures		4,848,202	508,608	(54,898)	526,984	(162,674)	(28,805)
TRANSFERS							
Net Transfers		(1,327,761)	-	-	-	1,327,761	-
Total Transfers		(1,327,761)	-	-	-	1,327,761	-
Net Change in Fund Balance		3,520,441	508,608	(54,898)	526,984	1,165,087	(28,805)
Fund Balance - Beginning		9,784,082	2,950,022	6,698,337	481,486	7,800,645	536,234
Fund Balance - Ending	\$	<u>13,304,523</u>	<u>\$ 3,458,630</u>	<u>\$ 6,643,439</u>	<u>\$ 1,008,470</u>	<u>\$ 8,965,732</u>	<u>\$ 507,429</u>

Illinois Eastern Community Colleges						
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)						
For the Period Ended August 31, 2021						
		Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
REVENUES						
Property Taxes	\$	-	\$ -	\$ 23,619	\$ 311,451	\$ 2,152,882
Replacement Taxes		-	-	-	-	23,874
ICCB Grants		-	-	-	-	2,180,159
Federal Grants		-	-	-	-	587,760
Tuition & Fees		-	-	-	-	6,131,689
Charges for Services		-	11,255	-	-	777,591
Interest		1,635	497	5	624	18,413
Other Revenues		-	275,319	-	-	316,001
Total Revenues		1,635	287,071	23,624	312,075	12,188,369
EXPENDITURES						
Payroll		-	-	-	-	1,786,978
Benefits		-	-	-	69,664	434,607
Contractual Services		-	7,533	-	-	292,240
Supplies		-	-	-	-	852,842
Travel		-	-	-	-	25,695
Fixed		-	-	-	325,864	467,814
Utilities		-	-	-	-	139,758
Capital Outlay		-	-	-	-	76,962
Other		-	-	-	-	169,426
Scholarships, Student Grants, & Waivers		-	109,506	-	-	-
Total Expenditures		-	117,039	-	395,528	6,439,114
Excess (Deficiency) of Revenues Over (Under) Expenditures		1,635	170,032	23,624	(83,453)	5,749,255
TRANSFERS						
Net Transfers		-	-	-	-	-
Total Transfers		-	-	-	-	-
Net Change in Fund Balance		1,635	170,032	23,624	(83,453)	5,749,255
Fund Balance - Beginning		6,333,698	454,346	(12,031)	609,446	35,636,265
Fund Balance - Ending	\$	6,335,333	\$ 624,378	\$ 11,593	\$ 525,993	\$ 41,385,520

ILLINOIS EASTERN COMMUNITY COLLEGES
Comparative Combined Balance Sheets - All Funds
August 31, 2021

	ALL FUNDS	
	Fiscal Year 2022	Fiscal Year 2021
ASSETS:		
CASH	\$ 20,260,907	\$ 19,190,301
IMPREST FUND	21,300	21,300
CHECK CLEARING	14,500	14,500
CDB PROJECT TRUST	4,012,365	226,284
INVESTMENTS	12,223,530	9,825,000
RECEIVABLES	3,927,444	3,954,652
ACCRUED REVENUE	38,120	-
INTERFUND RECEIVABLES	-	-
INVENTORY	749,825	525,167
OTHER ASSETS	475,500	482,933
FIXED ASSETS (Net of Depr)	16,185,397	16,085,383
TOTAL ASSETS AND OTHER DEBITS:	\$ 57,908,888	\$ 50,325,520
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	\$ 3,308	\$ (228,131)
ACCOUNTS PAYABLE	145,957	105,252
ACCRUED EXPENSES	-	-
INTERFUND PAYABLES	-	-
DEFERRED REVENUE	140,262	138,456
L-T DEBT GROUP (FUND 9)	7,676,062	7,537,985
OPEB (Prior Year Restated for GASB 75 Implementation)	15,176,595	15,855,669
OTHER LIABILITIES	-	-
TOTAL LIABILITIES:	23,142,184	23,409,231
FUND BALANCES:		
FUND BALANCE	24,425,285	19,637,885
INVESTMENT IN PLANT (Net of Depr)	16,185,397	16,085,383
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(22,852,657)	(23,393,654)
RESERVE FOR ENCUMBRANCES	17,008,679	14,586,675
TOTAL EQUITY AND OTHER CREDITS	34,766,704	26,916,289
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	\$ 57,908,888	\$ 50,325,520

**ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS ONLY
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2020-2022**

College	Category	FISCAL YEAR 2020			FISCAL YEAR 2021			FISCAL YEAR 2022			% of Year
		Budget	Spent Thru August	% of Budget	Budget	Spent Thru August	% of Budget	Budget	Spent Thru August	% of Budget	
Frontier	Bills		\$ 90,755			\$ 60,230			\$ 72,842		
	Payroll		224,551			191,553			184,985		
	Waivers		247,657			255,133			218,510		
	Totals	\$ 4,370,599	562,963	13%	\$ 3,688,586	506,916	14%	\$ 3,688,586	476,337	13%	17%
Lincoln Trail	Bills		\$ 137,937			\$ 111,673			\$ 129,631		
	Payroll		209,816			172,394			200,706		
	Waivers		401,113			483,194			404,622		
	Totals	\$ 5,365,117	748,866	14%	\$ 4,977,953	767,261	15%	\$ 4,977,953	734,959	15%	17%
Olney Central	Bills		\$ 234,177			\$ 176,351			\$ 203,525		
	Payroll		414,317			347,431			341,672		
	Waivers		427,600			435,283			333,105		
	Totals	\$ 7,669,580	1,076,094	14%	\$ 7,367,058	959,065	13%	\$ 7,367,058	878,302	12%	17%
Wabash Valley	Bills		\$ 199,236			\$ 146,123			\$ 149,195		
	Payroll		290,831			264,193			266,083		
	Waivers		667,562			542,456			585,080		
	Totals	\$ 6,449,215	1,157,629	18%	\$ 5,775,220	952,772	16%	\$ 5,775,220	1,000,358	17%	17%
Workforce Educ.	Bills		\$ 30,460			\$ 23,769			\$ 20,818		
	Payroll		124,502			110,074			97,400		
	Waivers		1,257			140,598			144,825		
	Totals	\$ 4,396,670	156,219	4%	\$ 3,378,641	274,441	8%	\$ 3,378,641	263,043	8%	17%
District Office	Bills		\$ 44,240			\$ 30,752			\$ 54,442		
	Payroll		147,091			122,475			161,041		
	Waivers		-			-			-		
	Totals	\$ 1,551,484	191,331	12%	\$ 1,991,105	153,227	8%	\$ 1,991,105	215,483	11%	17%
District Wide	Bills		\$ 316,358			\$ 361,656			\$ 357,089		
	Payroll		115,158			94,642			152,842		
	Waivers		31,958			58,899			59,694		
	Totals	\$ 3,107,121	463,474	15%	\$ 7,148,722	515,197	7%	\$ 7,148,722	569,625	8%	17%
GRAND TOTALS		\$32,909,786	\$ 4,356,576	13%	\$ 34,327,285	\$ 4,128,879	12%	\$34,327,285	\$ 4,138,107	12%	17%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Expense Report
August 31, 2021

	FY 2022		FY 2021		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
Salaries	\$ 1,404,729	33.95%	1,302,762	31.55%	\$ 101,967	7.827%
Employee Benefits	290,849	7.03%	302,706	7.33%	(11,857)	-3.917%
Contractual Services	214,589	5.19%	98,636	2.39%	115,953	117.556%
Materials	286,658	6.93%	241,484	5.85%	45,174	18.707%
Travel & Staff Development	11,685	0.28%	5,537	0.13%	6,148	111.035%
Fixed Charges	18,541	0.45%	105,655	2.56%	(87,114)	-82.451%
Utilities	139,758	3.38%	98,671	2.39%	41,087	41.640%
Capital Outlay	13,737	0.33%	45,597	1.10%	(31,860)	-69.873%
Other	1,757,561	42.47%	1,927,831	46.69%	(170,270)	-8.832%
	<u>\$ 4,138,107</u>	<u>100.00%</u>	<u>\$ 4,128,879</u>	<u>100.00%</u>	<u>\$ 9,228</u>	<u>0.223%</u>

Agenda Item #11

Executive Session

Agenda Item #12

Approval of Executive Session Minutes

A. Written Executive Session Minutes

B. Audio Executive Session Minutes

Agenda Item #13

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: September 17, 2021
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the September Personnel Report. Additional information for items 400.1, 400.2 and 400.6 have been sent under separate cover.

INDEX

- 400.1. Employment of Personnel**
- 400.2. Change in Status**
- 400.3. Change in Title and Wage Adjustment**
- 400.4. Approval to Hire Site Facilitators Prior to October Board Meeting**
- 400.5. Approval to Hire Project Director, Title III, OCC, Prior to October Board Meeting**
- 400.6. Termination of Employment**
- 400.7. Resignation Ratifications**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Faculty

1. Michael Patilla, Vocal/Instrumental Music Instructor, LTC, effective August 16, 2021

B. Professional Non-Faculty, Exempt

1. Pamela Schell, Program Director, Adult Education, FCC, effective September 27, 2021.

C. Professional Non-Faculty, Non-Exempt

1. Micah Drummond, Covid Care Coordinator, DO, effective August 31, 2021.
2. Emma Rudolphi, Director of Cozy Corner, OCC, effective September 27, 2021.
3. Michele Anderson, Coordinator, Human Resources, DO, effective October 4, 2021.

D. Classified

1. Chelsea Dulany, Office Assistant, FCC, effective September 27, 2021.
2. Christy Morley, TRIO Upward Bound Counselor, DO/WVC, effective September 27, 2021.
3. Lucas Harms, Custodian, WVC, effective October 4, 2021.

400.2. Change in Status

A. Professional, Non-Faculty, Exempt

1. Brady Martin, TRIO Upward Bound Counselor, DO, to TRIO Upward Bound Coordinator, effective September 27, 2021.

400.3. Change in Title and Wage Adjustment

A. Classified

1. John Watson, Custodian, LTC, to Lead Custodian, LTC, effective September 22, 2021.

400.4. Approval to Hire Site Facilitators Prior to October Board Meeting

400.5. Approval to Hire Project Director, Title III, OCC, Prior to October Board Meeting

400.6. Termination of Employment

A. Classified

1. Allyson Wagaman, Student Services Specialist, LTC, effective August 26, 2021.

400.7. Resignation Ratifications

A. Professional Non-Faculty, Exempt

1. Stephanie Nuttall, Program Director, Title III (GR), OCC, effective September 21, 2021.

B. Professional Non-Faculty, Non-Exempt

1. Beverly Mathews, Director of Cozy Corner, OCC, effective August 28, 2021.

C. Classified

1. Beth Graham, Custodian, WVC, effective August 26, 2021.
2. Shawn Poindexter, Information Systems Technician, LTC, effective September 25, 2021.
3. Rhonda Webster, Custodian, LTC, effective September 18, 2021.

Agenda Item #14

Collective Bargaining

Agenda Item #15

Litigation

Agenda Item #16

Other Items

Agenda Item #17

Adjournment

**Locally Funded, CDB, & PHS Projects
Projects Schedule**

	Funding Source	Estimated Budget								
Student Center - WVC	CDB	\$4,029,400	_____							
Temp Building Replacement - LTC	CDB	\$1,495,500	_____							
Center for Technology - LTC	CDB	\$11,160,000	_____							
Applied Arts Building Roof - WVC	CDB	\$295,000	_____	_____	_____	_____	_____	_____	_____	_____
Applied Technology Center - OCC	CDB	\$3,076,400	_____							
Power Hub - WVC	CDB	\$300,000	_____							
LTC - Performing Arts Building	Local	\$853,800	_____	_____	_____	_____	_____	_____	_____	_____
DW - HVAC Replacements	PHS	\$1,786,230	_____	_____						
WVC - Pool Infill	PHS	\$285,500	_____	_____	_____	_____	_____	_____	_____	_____
FCC - Mason Hall Classroom Remodel	Title III	\$239,900	_____	_____	_____	_____	_____	_____	_____	_____
LTC - Crawford County Recreational Center	Local	\$3,733,000	_____							
GRAND TOTAL		\$27,640,859	Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted