

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

Lincoln Trail College, Statesmen Grill  
11220 State Highway 1  
Robinson, IL 62454

Guadalupe Amicone (Student Trustee): Present  
Susan Batchelor: Present  
John Brooks: Present  
Roger Browning: Present  
Gary Carter: Present  
Brenda Culver: Present  
Jan Ridgely: Present  
Barbara Shimer: Present

Present: 8. Absent: 0.

Also present at the meeting, in addition to trustees:

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

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

1. Call to Order & Roll Call – Chairman Gary Carter called the meeting to order at 6:15 p.m. and directed the Board Secretary Sonja Holtz to call the roll.

2. Welcome from the Chair – Chairman Carter welcomed all who were present for the meeting.

\*Note – Trustee John Brooks made a motion to adjourn the meeting at 6:18 p.m. and Trustee Susan Batchelor seconded the motion to tour the new Crawford County Recreation Center at the Lincoln Trail College campus, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea.  
Yea: 7, Nay: 0.

\*Note – Trustee Barbara Shimer made a motion to reconvene the meeting at 6:45 p.m. and seconded by Roger Browning, Carrier.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea.  
Yea: 7, Nay: 0

### 3. Recognition of Visitors and Guests

3.A. Visitors and Guests - None

3.B. IECEA Representative - None

### 4. Public Comments - None

### 5. Reports

5.A. Trustees - None

5.B. Chancellor – Chancellor Gower reviewed current issues and opportunities facing the District.

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

### 6. Approval of Consent Agenda

Motion to approve the consent agenda as presented. This motion, made by Barbara Shimer and seconded by Brenda Culver, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea.  
Yea: 7, Nay: 0

6.A. Disposition of Minutes – Open meeting minutes as prepared for the regular meeting held Tuesday, July 18, 2023 were presented for disposition.

6.B. Violence Prevention Plan – Chancellor Gower recommended acceptance of the updated IECC Violence Prevention Plan as presented that includes current contact information and TABIT team members.

6.C. Emergency Response Plans – Chancellor recommended acceptance of Emergency Response Plans for each campus. The approved plans will be sent to the Illinois Emergency Management Agency (IEMA) Region 9 Coordinator and the ICCB.

6.D. Policy 100.3 Meetings and Minutes – minor clarifications and additions were made to the policy.

6.E. Program Review 2023 – Chancellor Gower presented the 2023 IECC Program Review Report that contains a detailed review of specific career and technical education programs and academic transfer disciplines based on quality, cost, need, and equitable outcomes.

### 7. Action on Items Removed from Consent Agenda - None

### 8. Policy First Reading (and Possible Approval)

8.A. Policy 500.40 First-Year Housing – the policy was presented to the Board for first reading. No action was taken. The policy will be presented for second reading and approval at the September meeting.

**STUDENT – 500**

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

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

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

### **Exemptions to the Housing Requirement**

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

### **Exemption Process**

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

### **Housing Options**

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

9. Policy Second Reading - None

10. Staff Recommendations for Approval

10.A. Appointment of Board Audit Committee

Motion to approve the appointment of Trustee Roger Browning and Trustee Jan Ridgely to serve as members of the Board Audit Committee that is charged with oversight of the

District's annual audit. This motion, made by John Brooks and seconded by Brenda Culver, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea. Yea: 7, Nay: 0

#### 10.B. LTC Student Recreation Fee

Motion to approve the removal of the \$15 LTC Natatorium Fee and the addition of an \$80/semester fee for full-time LTC students for the Crawford County Recreation Center effective Spring 2024. This motion, made by Brenda Culver and seconded by Roger Browning, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea. Yea: 7, Nay: 0

10.C. Debt Certificate Resolution- *"Resolution authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of improving District facilities, in and for the District, and for the issue of not to exceed \$7,000,000 General Obligation Debt Certificates (Limited Tax) of the District evidencing the rights to payment under said Agreement, providing for the security for and means of payment under said Agreement of said Certificates, and authorizing the sale of said Certificates to the purchaser thereof."*

Motion to approve the aforementioned resolution authorizing and providing for an Installment Purchase Agreement. This motion, made by Roger Browning and seconded by Jan Ridgely, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea. Yea: 7, Nay: 0

Prior Board action required that the tentative budget be made available to the public by June 24 and mailed to the Board of Trustees. The tentative budget will remain available for public inspection through the scheduled August 16 Budget Hearing and Board meeting. Publication of the budget's availability and notice of the Public Hearing on the Budget was made in district newspapers.

The fiscal year 2023 tentative budget was sent to the Board of Trustees under separate cover. The document represents the current and best judgment of the district administration relative to anticipated revenues for fiscal year 2023. It was based on information available at the time of publication. If new information becomes available, changes will be made to the final budget and those changes will be reviewed with the Board on August 16 prior to approval of a final budget.

The tentative budget projects revenue of \$32,664,258 and expenditures of \$36,086,750 in the District's operating funds.

As required by law, a Public Hearing on the Budget will be held on August 16, 2022 and following the hearing, a final budget will be presented to the Board for its approval.

Chancellor Ryan Gower recommended approval of the FY2023 tentative budget as presented.

10.D. Tentative Budget – Annually, the District must publish a tentative budget for public inspection for a minimum of thirty days. To ensure the publication and availability for inspection are met, the tentative budget will be available for public inspection on Wednesday, August 16<sup>th</sup>. The budget will be available for inspection until Tuesday, September 19<sup>th</sup>, at which time the Board will review any changes from the tentative budget and will adopt the final budget. The budget will be effective July 1, 2023 through June 30, 2024.

Motion to approve the Budget Resolution and Tentative Budget for the fiscal year beginning July 1, 2023 as presented. This motion, made by Susan Batchelor and seconded by Brenda Culver, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea.  
Yea: 7, Nay: 0

#### 10.E. Solar Proposal

Motion to accept the recommendation to move forward with a single 250kW PV system on the campus of OCC and authorize administration to take the Solar Array Proposal project as presented to bid. This motion, made by Roger Browning and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea.  
Yea: 7, Nay: 0

#### 11. Bid Committee Report

Motion to reject the bids received from Akra Builders, Teutopolis, IL; Grunloh Construction, Inc., Effingham, IL; Johannes Construction, Inc., Centralia, IL; Senco Construction, Inc., Robinson, IL for the Theater Shop Addition at OCC due to bids coming in over budget.

Acceptance of the bid from Communications and Electrical Supplies for a total of \$31,601 for 12 Fusion Splicer Kits for LTC. Acceptance of the bid from Pal Electric, Inc. for a total of \$8,800 for the Electrical Service Upgrades Project at LTC. Acceptance of the bid from OneRoom, Inc. for a total of \$317,702.76 for 6 Synchronous Learning Classrooms at FCC/LTC/OCC/WVC.

This motion, made by Barbara Shimer and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea.  
Yea: 7, Nay: 0

#### 12. District Finance

Motion to approve payment of district financial obligations for August 2023 in the total amount of \$3,075,385.69 and accrual run that was approved at the June meeting in the amount of \$1,595,422.90. This motion, made by Jan Ridgely and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea.  
Yea: 7, Nay: 0

#### 13. Executive Session

Motion to adjourn at 8:52 p.m. to go into executive session under Open Meetings Act Exceptions 2(c)(1) Employment Related Issues & 2(c)(2) Collective Bargaining. This motion, made by Brenda Culver and seconded by Jan Ridgely, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea. Yea: 7, Nay: 0

Motion to adjourn executive session at 9:21 p.m. This motion, made by Brenda Culver and seconded by Susan Batchelor, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Trustee Advisory vote: Yea. Yea: 7, Nay: 0

14. Approval of Executive Session Minutes - None

15. Approval of Personnel Report

**400.1 Employment of Personnel**

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

1. Taylor Dahlberg, Theater Director, LTC effective August 21, 2023
2. Jessica Wells, Academic Advisor, OCC effective August 21, 2023

**B. Classified, Non-Exempt**

1. Stephanie Doguet, Bookkeeper, DO effective August 21, 2023

**400.2 Change in Status**

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

1. Roger Eddy, Interim OCC President to Director of Special Initiatives, IECC effective August 21, 2023
2. Jordan Higgason, Updated Title, Success Coach to College & Career Center Specialist effective August 21, 2023
3. Brady Martin, TRIO Upward Bound Coordinator to Academic Advisor effective August 21, 2023
4. Alani Frederick, Associate Dean of Nursing/Allied Health to Dean of Health Professions, DO effective August 21, 2023
5. Cathy Ile, Part-time Faculty to Allied Health Program Facilitator

**400.3 2024-25 Administration and Staff Salaries**

**400.4 Wage Adjustment and Classification change for Academic Advisors**

**400.5 Approval of Proposed Non-College Employment**

<u>Name</u>	<u>Employer</u>	<u>Hours per Academic Year</u>
Rob Mason	SIUC School of Physics & Applied Physics Carbondale, IL	300

**400.6 Educational Level Change**

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Doug Robb	MA+12	MA+24	\$1,000

