

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

February 15, 2022



Location:

**Olney Central College
305 N. West Street
Olney, IL 62450**

Join Zoom Meeting

<https://zoom.us/j/91881566935>

Meeting ID: 918 8156 6935

Dial in number: 312 626 6799

Dinner & Meeting – 6:15 p.m. – OCC Banquet 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**

February 15, 2022

6:15 p.m.

Olney Central College

OCC Banquet Hall

Join Zoom Meeting

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1. Call to Order & Roll CallChairman Carter
2. Disposition of Minutes Chancellor Gower
3. Recognition of Visitors and GuestsPresident Ranese
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Chancellor
 - C. Presidents
 - D. Cabinet
6. Policy First Reading (and Possible Approval)Gower
 - A. Policy 400.13 Wages
7. Policy Second ReadingGower
 - A. None
8. Staff Recommendations for Approval
 - A. 2021 IECC Fact Book.....Gower
 - B. 403(b) Annual Report Hawkins
 - C. Commercial Broker Risk Management Recommendation Hawkins
 - D. OCC Elevator-Emergency RepairGower
 - E. Affiliation Agreement- Meadowbrook Skilled Nursing & Rehab.....Gower

- 9. Bid Committee Report.....Gower
 - A. None

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

- 11. Executive Session.....Gower

- 12. Filling a Board VacancyGower

- 13. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes.....Gower
 - B. Audio Executive Session MinutesGower

- 14. Approval of Personnel ReportGower

- 15. Collective Bargaining.....Gower

- 16. LitigationGower

- 17. Other Items

- 18. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Banquet Room, at Olney Central College, 305 North West Street, Olney, Illinois, Tuesday, February 15, 2022.

AGENDA #1 – “Call to Order & Roll Call” – At the request of Chairman Gary Carter and by acclamation, Acting Chairperson Brenda Culver called the meeting to order at 6:15 p.m. and directed the Board Secretary, Renee Smith, to call the roll.

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

Gary Carter (via Zoom), Brenda K. Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Also present was Maggee Bleyer, student trustee. Trustees absent: John D. Brooks. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

Trustee Gary Carter joined the entire meeting via electronic means (Zoom).

(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.

Zahi Atallah, President of Lincoln Trail College

Rodney Ranes, President of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Ryan Hawkins, Chief Financial Officer/Treasurer.

Alex Cline, Director of Information & Communications Technology.

Andrea McDowell, Director of Human Resources.

Renee Smith, Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, January 18, 2022 were presented for disposition.

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

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

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

#3-B. IECEA Representative: None.

AGENDA #4 – “Public Comment” –

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

#5-B. Report from Chancellor: Dr Gower reviewed current issues and opportunities facing the District.

#5-C. Report from Presidents: Reports were presented from each of the colleges.

#5-D. Report from Cabinet: None.

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

#6-A. Policy 400.13 Wages: Dr. Gower recommended approval of the following revised policy:

HUMAN RESOURCES – 400

Wages (400.13)

Date Adopted: December 19, 1989

Revised: February 15, 2022 (Pending Board Approval)

Wages for **full-time bargaining unit** faculty shall be in accordance with provisions of the applicable collective bargaining agreement covering faculty. **Wages for non-bargaining unit**

faculty shall be in accordance with the Administrative Guidelines: Non-bargaining Unit Faculty Instruction.

Wages for all other employees of IECC ~~the College District, being those not covered in the said agreement~~, shall be reviewed annually and set by the Board of Trustees, upon recommendation of the ~~Chief Executive Officer-Chancellor~~.

Board Action: Student Trustee Maggee Bleyer made a motion to waive second reading and approve the Policy 400.13 Wages as presented. Trustee Jan Ridgely seconded the motion and on a recorded roll call ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: yea. Trustees voting nay: None. Trustees absent: None. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #7– “Policy Second Readings” – None.

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

#8-A. “2021 IECC Fact Book”- Chancellor Gower and Brandon Weger reviewed the IECC 2021 Fact Book containing basic information about the community college district. The fact book was developed as an annual compilation of data about IECC and gathers information from various sources into one central document regarding students, enrollment history, degrees and certificates granted, financial aid received and distributed, and the district’s annual budgets and operation. The Chancellor recommended approval of the IECC 2021 Fact Book.

Board Action: Trustee Barbara Shimer made a motion to accept the 2021 Fact Book as presented. Student Trustee Maggee Bleyer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. 403(b) Annual Report: CFO Ryan Hawkins reviewed the annual report on the The Standard 403(b) performance. Chancellor Ryan Gower recommended acceptance of the report.

Board Action: Trustee Jan Ridgely made a motion to accept the Annual Report on the District’s 403(b) plan as recommended. Trustee Brady Waldrop seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. Commercial Broker Risk Management Recommendation: CFO Ryan Hawkins explained the process for choosing the broker firm being recommended. The employment of the firm of Assured Partners was recommended for approval.

Board Action: Trustee Barbara Shimer made a motion to approve Assured Partners as the District's Commercial Broker and Student Trustee Maggee Bleyer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. OCC Elevator Emergency Repair: Chancellor Gower recommended approval for the repair of the North elevator located at Olney Central College without bid under the Emergency Expenditures Exception to the State Bidding Requirements.

Board Action: Trustee Brady Waldrop made a motion to approve the Emergency Expenditure to Otis Elevator for repair of the elevator located at Olney Central College. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-E. Affiliation Agreement – Meadowbrook Skilled Nursing & Rehab: IECC enters into affiliation agreements with area health care facilities. The Chancellor recommended approval of an affiliation agreement with Meadowbrook Skilled Nursing & Rehab, located in Grayville, Illinois, as presented in full in the Board Agenda.

Board Action: Student Trustee Maggee Bleyer made a motion to approve the affiliation agreement as presented. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #9 – “Bid Committee Report” – None.

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 January 31, 2022.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for February 15, 2022 totaling \$1,113,064.23 were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Jan Ridgely made a motion to approve payment of district financial obligations for February 2022, in the amounts listed. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – “Executive Session” – The Board of Trustees did hold an executive session at this meeting. Trustee Barbara Shimer made a motion to move into a closed session executive meeting under Section 2(c)(3) of the Open Meetings Act, Selecting a Person to Fill a Public Office Vacancy. Trustee Brady Waldrop seconded the motion and on a roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried. The closed meeting began at 7:09 p.m. The closed session adjourned at 7:30 p.m. and reconvened in open public session. Separate minutes have been prepared for the closed executive session.

AGENDA #12 – “Filling a Board Vacancy” – Chancellor Gower noted that it would be appropriate to approve an individual to fill the open seat on the IECC Board of Trustees. This individual will receive the Oath of Office at the March 15, 2022 Board of Trustees meeting.

Board Action: Trustee Barbara Shimer made a motion that the Board appoint Roger Browning to fill the trustee vacancy and Student Trustee Maggee Bleyer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #13 – “Approval of Executive Session Minutes” – There was no executive session held at the January 15, 2022 meeting.

AGENDA #14 – “Approval of Personnel Report” – Chancellor Gower recommended approval of the following Personnel Report as presented by Andrea McDowell.

400.1. Employment of Personnel

A. Classified

1. Autumn Hoalt, Custodian, LTC, effective February 21, 2022.

400.2. Change in Status

A. Professional Non-Faculty, Non-Exempt

1. Tyson Murray, Advisor, LTC, to College Admission Representative, DO/LTC, effective June 1, 2022.
2. Danelle Davis, Office Assistant, LTC, to Bookstore Manager, LTC, effective February 21, 2022.

400.3. Bargaining Unit Faculty Seniority List 2021-2022 (Listed in full in Board Agenda)

400.4. Non-Bargaining Unit Faculty Seniority List 2021-2022

Coal Mining Technology (non-bargaining unit)

- | | |
|----------|--|
| 8 yrs. | Michael Woods (includes one-year seniority for 2021-22 academic year) |
| 6.5 yrs. | Wesley Taylor (includes one-year seniority for 2021-22 academic year) |
| 3.5 yrs. | Wendy Coles (includes one-year seniority for 2021-22 academic year) |
| 3.5 yrs. | Calvin Melvin (includes one-year seniority for 2021-22 academic year) |
| 1 yr. | Stephen Murray (includes one-year seniority for 2021-22 academic year) |
| 1 yr. | Joseph Myers (includes one-year seniority for 2021-2022 academic year) |
| 1 yr. | Joshua Hoffert (includes one-year seniority for 2021-2022 academic year) |

400.5. Retirement Ratification

A. Faculty

1. Brenda Phegley, Professor, WVC, effective May 13, 2022.

Board Action to Approve Personnel Report: Trustee Jan Ridgely made a motion to approve the personnel report as recommended. Student Trustee Maggee Bleyer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: John Brooks. The motion having received 5 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – Chancellor Gower provided an update on pending litigation.

AGENDA #17 – “Other Items” - None.

AGENDA #18 – “Adjournment” – Trustee Brady Waldrop made a motion to adjourn. Trustee Gary Carter seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting adjourned at 7:44 p.m.