

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

**MONTHLY MEETING**

**April 19, 2022**



**Location:**

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

<https://zoom.us/j/98425725617>

Meeting ID: 984 2572 5617  
Dial in number: 312 626 6799 US (Chicago)

**Dinner & Meeting – 6:15 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**

**April 19, 2022**

**6:15 p.m.**

**Frontier Community College  
Bob Boyles Hall**

<https://zoom.us/j/98425725617>

Meeting ID: 984 2572 5617

Dial in number: 312 626 6799 US (Chicago)

1. Call to Order & Roll Call .....Chairman 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. Oath of Office and Seating of Student Trustee ..... Gower/Smith
6. Reports
  - A. Trustees
  - B. Chancellor
  - C. Presidents
  - D. Cabinet
7. Policy First Reading (and Possible Approval) .....Gower
  - A. Policy STU 500.4 Course Repeat
  - B. Policy 400.29 Paid Administrative Leave for COVID-19
8. Policy Second Reading .....Gower
  - A. None
9. Staff Recommendations for Approval
  - A. Truck Driving Student Fee .....Gower
  - B. Student Professional Liability Fee .....Gower

- C. Affiliation Agreements.....Gower  
     Robinson Rehab & Nursing/Horizon Health Community Hospital & all Paris-area  
     agencies under the Horizon Health Umbrella /Fox River
  
- 10. Bid Committee Report.....Gower  
     A. WVC Gymnasium Resurfacing
  
- 11. District Finance  
     A. Financial Report ..... Hawkins  
     B. Approval of Financial Obligations ..... Hawkins
  
- 12. Executive Session.....Gower
  
- 13. Approval of Executive Session Minutes  
     A. Written Executive Session Minutes.....Gower  
     B. Audio Executive Session Minutes .....Gower
  
- 14. Approval of Personnel Report .....Gower
  
- 15. Collective Bargaining.....Gower
  
- 16. Litigation .....Gower
  
- 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 Main Hall Room 101, at Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, Tuesday, March 15, 2022.

**AGENDA #1 – “Call to Order & Roll Call”** – Chairman Gary Carter 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:

John D. Brooks, Gary Carter, Brenda K. Culver, Jan Ridgely, Barbara Shimer (via Zoom), Brady Waldrop. Also present was Maggee Bleyer, 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.

Trustee Barbara Shimer and Trustee Elect Roger Browning joined the entire meeting by electronic means – via 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 of Illinois Eastern Community Colleges.

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, February 15, 2022 were presented for disposition.

**Board Action to Approve Minutes:** Trustee Brenda Culver 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. The trustees gave special recognition to Robert Conn, Lisa Hoipkemier, and Kinsey Whitaker who recently submitted Wabash Valley College’s accreditation application for the Physical Therapy Program. The trustees also congratulated Prof. Kyle Peach and several Radio/TV students from Wabash Valley College for winning the National Community College TV Station of the Year Award. The trustees also thanked Maggee Bleyer, Student Trustee, expressing appreciation for her service to the Board of Trustees and the IECC district. Maggee is a student at Wabash Valley College and filled the remainder of the term left by outgoing student trustee Sania Borom. Raechel Hnetkovsky (Frontier Community College) will be seated as the next student trustee in the April 2022 meeting.

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

**AGENDA #4 – “Seating of Trustee”** – Roger Browning took the Oath of Office as administered by the Board Secretary.

**AGENDA #5 – “Public Comment”** – None.

**AGENDA #6 – “Reports” –**

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

**#6-B. Report from Chancellor:** Dr Gower provided additional details in addition to his electronic report.

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

**#6-D. Report from Cabinet:** None.

**“Recognition of Student Board Member Maggee Bleyer”-** The trustees gave special recognition to Student Trustee Maggee Bleyer. Each year the students of a college within the IECC system select a member of the student body to serve as Student Trustee to the Board of Trustees. The colleges make the selection on a rotating basis. Since December 2021, Maggee Bleyer from Wabash Valley College has served as Student Trustee to the IECC Board. Trustees expressed appreciation for her service to the Board of Trustees and the IECC District.

**AGENDA #7 – “Policy First Readings (and Possible Approval)” –**

**#7-A. Policy 500.30 Withdrawal:** Dr. Gower recommended approval of revisions to the following policy:

## STUDENT – 500

### **Withdrawal Policy (Policy 500.30)**

Date Adopted: January 19, 2016

Revised: June 20, 2017

Revised: April 17, 2018

Revised: September 15, 2020

Revised: March 15, 2022 (Pending Board Approval)

Unforeseen circumstances or changes in plans may lead to necessary modifications to a student's schedule. Adding, dropping, or withdrawing a course is the responsibility of the student and ~~Students may~~ must be initiated ~~add, drop, or withdraw from courses~~ during specifically set forth days in the manner ~~as~~ established by Illinois Eastern Community Colleges (IECC). ~~Related dates and deadlines are published on the iecc.edu website. While the responsibility to drop or withdraw a course is the student's, there are limited instances when a college administrator may initiate this action, as outlined in procedure 500.30.~~

#### **Refund Period**

~~A refund of 100 percent of the tuition and fees will be made to a student who withdraws during the first 10 business days of a sixteen-week course period and the first 5 business days of an eight-week course period or the proportionate time of any other course not conforming to a sixteen-week or eight-week schedule.~~

#### **Academic Record**

~~Courses dropped before the start of a semester do not become part of a student's academic record. If a student attends and withdraws either during or after a refund period, a W (withdraw) becomes part of the student's academic record. Failure to follow the official withdrawal policy will result in a grade of F.~~

#### **Student Initiated Drop or Withdrawal**

~~A student is responsible for initiating a drop or withdrawal request by contacting Student Services and completing a Course Change Form (withdrawal form). The student is encouraged to meet with the instructor, his or her Academic Advisor or Retention Coordinator, and the Financial Aid Office before withdrawing from any course.~~

~~Withdrawal requests must be received in Student Services no later than two weeks prior to the last day of classes of any regular length semester. (See exceptions below.) Students are advised to contact Student Services for withdrawal deadlines for courses not conforming to a sixteen-week schedule.~~

#### **Administrative Withdrawal**

~~Prior to an administrative withdrawal, the instructor should submit a Progress Report to allow the Retention Coordinator or Academic Advisor to contact the student. If there is no resolution, i.e. a student-initiated withdrawal, an instructor may recommend an administrative withdrawal after mid-term for a student, if such withdrawal is deemed to be in the best academic interest of the student. The~~

~~administrative withdrawal must be approved by the Dean of Instruction. The Student Services/Student Records Office will notify the student and Coordinator of Financial Aid of the student's administrative withdrawal.~~

~~Upon review and approval by the Dean of Instruction, faculty may request to withdraw a student from their course with a failing grade due to plagiarism, cheating, non-attendance, or other gross infractions as outlined in IECC's Student Code of Conduct and/or described in the course syllabi.~~

~~IECC also has the authority to administratively withdraw a student from classes for the following reasons:~~

- ~~• Registration in violation of college regulations and requirements (academic ineligibility to register);~~
- ~~• Disciplinary suspension or dismissal for the remainder of an academic semester or longer;~~
- ~~• Severe psychological or health problems such that a student cannot be permitted to continue in attendance; and~~
- ~~• Other reasons deemed appropriate by the proper administrative staff such as the President or Dean of Instruction.~~
- ~~•~~

### **Exceptions/Related Policies**

*Policy to Protect Academic Standing of Dual Credit Students* (Policy 500.29) specifically applies to students who are not successful in dual credit courses that follow the high school calendar and may withdraw from the college course after the college drop date to protect their academic standing.

*Student Military Policy* (500.21) addresses withdrawals which result from a student enlisting or being ordered to active duty.

*Return of Title IV Funds Policy* outlines federal rules and regulations related to attendance, withdrawal, and various calculations for determining if funds must be returned by the student.

**Board Action:** Trustee Brenda Culver made a motion to waive second reading and approve the Policy 500.300 Withdrawal 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: John Brooks, Roger Browning (via Zoom), Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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 #8– “Policy Second Readings”** – None.

**AGENDA #9 – “Staff Recommendations for Approval”** – The following staff recommendations were presented for approval.

**#9-A. International Students Transportation Fee** – Chancellor Gower recommended a revised fee structure and an increase in the Transportation Fee for International Students. Effective Fall Semester 2023, the International Department will assess a minimum transportation fee \$75 per semester and a maximum transportation fee per semester of \$350 for students requiring regular transportation to and from campus.

**Board Action:** Trustee Roger Browning made a motion to approve the change in structure and increase in the International Students Transportation Fee. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning (via Zoom), Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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 passed.

**#9-B. Identity Theft Prevention Program:** Illinois Eastern Community Colleges participates in the Federal Direct Student Loan Program, offers institutional loans to students, and administers a tuition payment plan that allows qualified students to pay their tuition and fees throughout the semester. Therefore, IECC is a “creditor” and student accounts are “covered accounts” subject to the Red Flags Rule which required IECC to develop and implement an identity theft prevention program. The Identity Theft Prevention Team reviewed and updated the prevention program. The red flags were evaluated by the various departments at IECC that work closely with student accounts to ensure the red flags identified are appropriate. There were no significant changes made to the program this year. Chancellor Gower recommended acceptance of the Identity Theft Prevent Program as listed in full in the Board agenda.

**Board Action:** Trustee Brady Waldrop made a motion to accept the revised Identity Theft Prevention Program document 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: John Brooks, Roger Browning (via Zoom) Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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.

**#9-C. 2023-2025 Academic Calendar:** Chancellor Gower recommended the Board’s approval of the following:

**Academic Calendar**

**2023-2025**

**2023 Fall Semester**

August.....	10-11	Faculty Workshop
August.....	14-16	Registration, Testing
August.....	17	First Day of Classes
September .....	4	Colleges Closed. Labor Day
September .....	18	Constitution Observance Day. Classes in session
October.....	9	Colleges Closed. Columbus Day
October.....	10	No Classes. District Faculty/Staff Professional Development Day



October.....	12	Midterm
November.....	10	Colleges Closed. Veteran's Day Observed
November .....	22	Last Day to Withdraw from Courses
November.....	23-24	Colleges Closed. Thanksgiving
December .....	8	Last Day of Classes
December .....	11-14	Final Exams
December .....	15	Last Day of Semester.

**(Colleges closed December 19, 2023 – January 1, 2024. Winter Break)**

### **2024 Spring Semester**

January .....	2	Colleges Open
January .....	3	Faculty Workshop
January .....	4-5	Registration, Testing
January .....	8	First Day of Classes
January .....	15	Colleges Closed. Martin Luther King, Jr. Day
February .....	19	Colleges Closed. President's Day
March .....	1	Midterm
March.....	4	No Classes. Casimir Pulaski Holiday
March.....	5-10	No Classes. Spring Break
March.....	19	Last Day to Withdraw from Courses
March.....	29	Colleges Closed. Spring Holiday
May .....	3	Last Day of Classes
May .....	6-9	Final Exams
May .....	10	Last Day of Semester/Graduation

### **2024 Intersession**

May .....	13	First Day of Classes
May .....	21	Midterm
May .....	31	Last Day of Intersession

**2024 Summer Session**

June .....	3	First Day of Classes
June .....	19	Colleges Closed. Juneteenth
June .....	28	Midterm
July .....	4	Colleges Closed. Independence Day
July .....	19	Last Day to Withdraw from Courses
July .....	26	Last Day of Classes
July .....	29-30	Finals

**2024 Fall Semester**

August .....	7-8	Faculty Workshop
August .....	9,12-14	Registration, Testing
August .....	15	First Day of Classes
September .....	2	Colleges Closed. Labor Day
September .....	17	Constitution Observance Day. Classes in Session
October .....	9	Midterm
October .....	14	Colleges Closed. Columbus Day
October .....	15	No Classes. District Faculty/Staff Professional Development Day
November .....	11	Colleges Closed. Veteran’s Day
November .....	22	Last Day to Withdraw from Courses
November .....	28-29	Colleges Closed. Thanksgiving.
December .....	6	Last Day of Classes
December .....	9-12	Finals
December .....	13	Last Day of Semester

**(Colleges Closed December 19, 2024 –January 1, 2025. Winter Break)**

**2025 Spring Semester**

January .....	2	Colleges Open.
January .....	2	Faculty Workshop
January .....	3	Registration, Testing

January .....	6	First Day of Classes
January .....	20	Colleges Closed. Martin Luther King, Jr. Day
February .....	17	Colleges Closed. President's Day
February .....	28	Midterm
March .....	3	No Classes. Casimir Pulaski Holiday Observed
March .....	4-9	No Classes. Spring Break
April .....	17	Last Day to Withdraw from Courses
April .....	18	Colleges Closed. Spring Holiday
May .....	2	Last Day of Classes
May .....	5-8	Final Exams
May .....	9	Last Day of Semester/Graduation

**2025 Intersession**

May .....	12	First Day of Classes
May .....	20	Midterm
May .....	26	Colleges Closed. Memorial Day
May .....	29	Last Day to Withdraw from Courses
May .....	30	Last Day of Intersession

**2025 Summer Session**

June .....	2	First Day of Classes
June .....	19	Colleges Closed. Juneteenth
June .....	27	Midterm
July .....	4	Colleges Closed. Independence Day
July .....	21	Last Day to Withdraw from Courses
July .....	25	Last Day of Classes
July .....	28-29	Finals

**Board Action:** Student Trustee Maggee Bleyer made a motion to approve the proposed 2023-2025 Academic Calendar 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, Roger Browning (via Zoom)

Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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.

**#9-D. FY2021 Audit:** Trustees heard a report from audit committee members Trustee Jan Ridgely and Trustee John Brooks. Both committee members were complimentary of the work of the CFO and all business office employees district-wide which resulted in an overall strong report. Chancellor Gower recommended approval of the FY2021 Audit.

## **RESOLUTION OF THE BOARD OF TRUSTEES**

### **ANNUAL AUDIT**

WHEREAS, 110 ILCS 805/3-22.1 of the Illinois Public Community College Act requires the conduct of an annual audit for Illinois Eastern Community College District 529,

WHEREAS, it is required that the Board of Trustees review and accept the annual audit.

WHEREAS, it is required that the audit be submitted to the Illinois Community College Board,

THEREFORE, SO BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community College District #529, accepts and approves the annual audit of the district as submitted by Martin Hood LLP.

FURTHER, BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community Colleges District 529 authorizes the Chief Executive Officer to submit the audit to the Illinois Community College Board.

By order of the Board of Trustees.

#### **ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529**

**Board Action:** Trustee Brady Waldrop made a motion to approve the FY2021 Audit as recommended. Trustee Roger Browning seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning (via Zoom), Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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.

**#9-E. Annual Financial Report :** Chancellor Gower recommended approval of the Annual Financial Report for the Fiscal Year ending June 30, 2021, as presented by CFO Ryan Hawkins.

**Board Action:** Trustee John Brooks a motion to approve the Annual Financial Report as presented. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning (via Zoom), Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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.

**#9-F. Employee Benefit Consulting Broker Selection:** The Chancellor recommended the firm HUB be employed as the District's next employee benefits consultant.

**Board Action:** Trustee Brenda Culver made a motion to employ HUB to serve as the District’s employee benefits consultant 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: John Brooks, Roger Browning (via Zoom), Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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.

**#9-G. “Affiliation Agreements”-** IECC enters into affiliation agreements with area health care facilities. The Chancellor recommended approval of affiliation agreements with Crawford County Health Department and Sullivan County Community Hospital.

**Board Action:** Trustee Brady Waldrop made a motion to approve the affiliation agreements. Student Trustee Maggee Bleyer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning (via Zoom) Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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 – “Bid Committee Report”** – Chancellor Gower reviewed the bid committee recommendation for the OCC TRIO Upward Bound Educational Trip 2022 and recommended approval of the following report:

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 Brightspark Travel for a total of \$81,000.

<b>Company</b>	<b>Bid</b>
Big Country Tours Hudson, FL	\$84,260
Brightspark Travel Chicago, IL	<b>\$81,000</b>
CE Tours Allen TX	\$87,987.76
Gerber Tours New York, NY	\$86,396
Good News Travel Greenville, SC	\$99,770
QuintTrips Austin, TX	\$103,288.90

Respectfully submitted,

Ryan Gower  
Ryan Hawkins  
Renee Smith

Department: TRIO Upward Bound.

Source of Funds: The TRIO Upward Bound programs are 100% federally funded by the U.S. Department of Education for \$312,480 (LTC), \$361,983 (OCC) and \$297,601 (WVC). Bid award is subject to approval by Illinois Eastern Community Colleges.

Rationale for Purchase: The proposal from Brightspark Travel 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.

**Board Action:** Student Trustee Maggee Bleyer made a motion to approve the Bid Committee Report as presented. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning (via Zoom) Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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 – “District Finance”** – the following District financial matters were presented.

**#11-A. Financial Reports:** The monthly financial reports were presented, including the treasurer’s report, showing the balance in all funds as of February 28, 2022.

**#11-B. Approval of Financial Obligations:** District financial obligations (Listing of Board Bills) for February, 2022 totaling \$1,183,111.12 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 Brady Waldrop seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning (via Zoom), Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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 #12 – “Executive Session”** – The Board of Trustees did hold an executive session at this meeting.

Trustee Brenda Culver made a motion to go into closed session under Open Meeting Act exception 2(c) 11 Litigation. Trustee Brady Waldrop seconded that motion and the Board went into closed session at 8:32 a.m.. The Executive Session adjourned at 9:11 p.m. and returned to regular and open session. Separate minutes were prepared for the meeting.

**AGENDA #13 – “Approval of Executive Session Minutes”** – The following actions were taken relative to executive session minutes. #13-A. Written Executive Session Minutes: The Chairman

recommended that written minutes and audio recorded minutes of an executive session held during the regular meeting Tuesday, February 15, 2022 be approved and remain closed at this time.

**Board Action:** Trustee Brenda Culver made a motion to approve, as prepared, written minutes and audio recorded minutes of an executive session held February 15, 2022, but that executive session minutes of that date will remain closed and not be opened to public inspection at this time. This audio recording shall be destroyed 18 months after the date of the meeting if the Board has adopted written minutes of the executive session in question. 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 viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion was adopted.

**AGENDA #14 – “Approval of Personnel Report”** – Andrea McDowell presented the following Personnel Report and the Chancellor recommended approval.

**400.1. Employment of Personnel**

**A. Classified**

1. Kenneth Pryor, Jr., Information Systems Technician, LTC, effective March 21, 2022.

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

<u>Name</u>	<u>Employer</u>	<u>Days per Academic Year</u>
Jasmyne Lewis	Southern Illinois University Carbondale, IL	22

**400.3. Resignation Ratifications**

**A. Faculty**

1. Chelsea Gemeinhardt, Chemistry Instructor, WVC, effective August 1, 2022.

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

1. Casey Wyllie, Head Men’s Basketball Coach, OCC, effective March 22, 2022.

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

1. Holden August, Coordinator of Public Information & Marketing, FCC, effective March 18, 2022.

**D. Classified**

1. Shayla Miller, Office Assistant, FCC, effective March 18, 2022.
2. Zachary Wingert, Covid Site Facilitator, DO, effective March 7, 2022.

**Board Action to Approve Personnel Report:** Trustee Brenda Culver made a motion to approve the personnel report 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, Roger Browning (via Zoom), Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer (via Zoom), 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 – “Collective Bargaining”** – None.

**AGENDA #16 – “Litigation”** – None.

**AGENDA #17 – “Other Items”** - None.

**AGENDA #18 – “Adjournment”** – Student Trustee Maggee Bleyer made a motion to adjourn. Trustee Brenda Culver 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 9:21 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**

**Oath of Office and Seating of Student Trustee**

**Agenda Item #6**

**Reports  
Trustees  
Chancellor  
Presidents  
Cabinet**

**Agenda Item #7**

**Policy First Reading (and Possible Approval)**

- A. Policy STU 500.4 Course Repeat**
- B. Policy 400.29 Paid Administrative Leave for COVID-19**

MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: March 15, 2022  
RE: Course Repeat Policy (500.4)

A desire to better clarify and provide additional information to students regarding repeating courses at IECC resulted in the development of a corresponding Course Repeat Policy (500.4). As there is no corresponding procedure, administration felt it best to develop a comprehensive policy to direct students, advisors, records, and business offices on this matter

The proposed policy revisions have been approved by Cabinet. I would ask the Board to waive the second reading and approve Policy 500.4 as presented.

Attachment



## STUDENT - 500

### **Course Repeat Policy (500.4)**

Date Adopted: August 16, 1994

Revised: April 17, 2018

Revised: August 20, 2019

Revised: April 19, 2022 (Pending Board Approval)

Students of Illinois Eastern Community Colleges may repeat a course under any one of the provisions described below. Students planning to transfer should familiarize themselves with the receiving college's policy on repeat courses as they differ from one institution to the next.

~~A. A student may repeat a course without formal written permission of the college when one of the following three conditions is met (indicating eligibility of credit hour grant funding):~~

- A. **Course Identified as Repeatable in the Course Description.** Many courses are pre-approved by the Illinois Community College Board as repeatable due to the nature of their content. For these courses, the following apply:
- No formal written permission required to enroll in the course up to the number of times indicated as repeatable.
  - All credit hours, up to the number of times indicated as repeatable, will be used in computing the student's earned credit hours.
  - All course grades, up to the number of times indicated as repeatable, will be used in computing the student's cumulative grade point average and appear on the student's transcript with an I (Included in GPA) in the R Column.
  - The Board of Trustees established tuition rate shall apply.
- B. **Course NOT Identified as Repeatable in the Course Description.** (NOTE: Students should contact their financial aid representative before repeating a course that's not identified as repeatable in the course description as it may impact their financial aid.) The majority of courses are not repeatable, but may be repeated under the following conditions:
- C.
1. **Repeat Due to Grade Less Than C or a Withdraw, First Repeat.** If, during the student's first initial enrollment in the course, the student ~~completed the course and~~ earned less than a grade of C or withdrew after midterm, the student may enroll one additional time. The following apply:
    - No formal written permission required to enroll in the course.
    - The higher ~~of the grades and its credit~~ will be used in computing the student's earned credit hours and cumulative grade point average.
    - The higher grade will appear on the student's transcript with an I (Included in GPA) in the R Column; the lesser grade will appear on the student's transcript with an E (Excluded from GPA) in the R Column.
    - The Board of Trustees established tuition rate shall apply.
  - ~~2. If a course has been approved by the ICCB to be repeated, the student may repeat the course as many times as approved by ICCB; or, [This is A. now]~~
  - ~~3.2. Repeat After 4 Years to Upgrade Skills, First Repeat.~~ If the last time the student completed the course was at least four years ~~prior previously, and~~ the student ~~repeated the course~~ may enroll one

additional time to upgrade his/her skills in that area. ~~This option may only be utilized once per course.~~ The following apply:

- No formal written permission required to enroll in the course.
- The higher grade will be used in computing the student's earned credit hours and cumulative grade point average.
- The higher grade will appear on the student's transcript with an I (Included in GPA) in the R Column; the lesser grade will appear on the student's transcript with an E (Excluded from GPA) in the R Column.
- The Board of Trustees established tuition rate shall apply.

~~The Board of Trustees established tuition rate shall apply.~~ [Moved above to A & B]

~~C.~~ **3. Repeats After the First Repeat.** For a student who wishes to repeat a course after the first repeat, the following apply:

- Formal written permission is required.
- The highest grade will be used in computing the student's earned credit hours and cumulative grade point average.
- The highest grade will appear on the student's transcript with an I (Included in GPA) in the R Column; the lesser grades will appear on the student's transcript with an E (Excluded from GPA) in the R Column.
- ~~When a student repeats a course that is not eligible for credit hour grant funding (eligibility outlined in section A above),~~ All students, except international students, will pay the equivalent of the applicable out-of-state tuition rate for the course enrolled; ~~For~~ international students, ~~will pay~~ the Board of Trustees established tuition rate ~~shall apply~~.

~~B.~~ **C. Repeats Under Provisions of an IECC Educational Guarantee Policy.** A student may repeat a course in accordance with the ~~with formal written permission of the college when the student has previously completed the course and was claimed for credit hour grant funding.~~ ~~The student may be claimed for retaking the course if the student uses his/her option to retake the course tuition free under the college's educational guarantee program.~~ provisions set forth in the Educational Guarantee Policies, shall apply 500.18 and 500.19. Impact to the student's transcript will be per A. or B. above depending upon whether the course was repeatable or not.

~~D.~~ For courses that were approved by ICCB to be repeated, all grades will appear on the transcript and ~~—be calculated in the GPA.~~ [This is A. now]

~~E.~~ For any other courses that are repeated grades are recorded on the student's transcript. The higher of ~~—the grades and its credit will be used in computing the cumulative grade point average.~~ [Moved above to B. 1 and B. 2., with revisions.] The other course grade(s) will be suffixed with an "R" to indicate the course was repeated and will not be used in computing grade point average.

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: April 19, 2022

RE: Paid Administrative Leave for COVID-19 (Public Act 102-0697)

House Bill 1167 was signed by Governor Pritzker on April 5, 2022 making it Public Act 102-0697. Public Act 102-0697 amends the Community College Act to require community colleges to provide paid leave to vaccinated employees for reasons related to COVID-19 during a public health emergency. The act also requires community colleges to return sick that was used for qualifying COVID-19 reasons during the 2021-2022 school year.

I ask the Board to extend this benefit to all employees regardless of vaccination status as presented in policy.

I recommend the Board waive the second reading and approve policy 400.29

RG/sc

Attachment

Human Resources – 400.29

**Paid Administrative Leave for COVID-19**

Date Adopted: April 19, 2022

As a public community college, Illinois Eastern Community Colleges is required to abide by the Public Community College Act. Public Act 102-0697 amends the Public Community College Act to provide paid leave for reasons related to COVID-19. IECC will adhere to Public Act 102-0697 and will extend the benefits to all employees regardless of vaccination status.

**Agenda Item #8**

**Policy Second Reading**

**None.**

**Agenda Item #9**

**Staff Recommendations for Approval**

**Agenda Item #9A**

**Truck Driving Student Fee**

## MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: April 19, 2022  
RE: Truck Driving Student Fee

The price of fuel for the Truck Driving program is up 42% over the last year (February 2021 to February 2022) and requires a good analysis of our costs associated with the program. The hourly cost to a student for training in our semi is \$50 per hour. The variable costs associated with the training a student is based on hours and not miles because so much of their training is spent on skills such as backing, parking, and road skills. The use of an industry survey for the cost of the hours to a student allows us to make a data informed decision that takes all costs of the “drive time” into account.

The American Transportation Research Institute (ATRI) publishes An Analysis of the Operational Costs of Trucking with the goal of providing accurate marginal cost data for the trucking industry. ATRI developed a methodology to calculate cost centers in the trucking industry and has continued to publish an update on a yearly basis. In an effort to make a data informed decision regarding the lab costs of the program, we are proposing the drive time component of the truck driving program be linked to this industry statistic on an annual basis.

The current fee for the truck driving is \$2,000 and students are permitted to defer payment and start a payment plan. Using the most recent data from 2020 ATRSI survey, the hourly rate to operate a semi is: \$66.87. Currently, program costs assume 40 hours of drive time. Therefore, we propose a fee of \$2,674.80 for AY23 (40 hours X \$66.87) and will revisit and adjust this fee annually based on ATRI rates.

I ask that the Board’s approval of the proposed AY23 truck driving fee so it can be incorporated into our upcoming catalog.



**Agenda Item #9B**

**Student Professional Liability Fee**

MEMORANDUM

TO: Board of Trustees

DATE: April 19, 2022

FROM: Ryan Gower

RE: Student Professional Liability Insurance

The District secures blanket liability coverage for certain degree and certificate programs that require clinical or professional experience to graduate. This liability coverage applies to acts, errors, or omissions, including medical incidents or personal injury. There are several changes that are necessary to align this fee to the actual premium charged for the coverage.

The following programs currently have a program fee assessed for this coverage that require no changes:

- |  |               |
|--|---------------|
| 1) Certified Medical Asst./Medical Asst. | \$15 per year |
| 2) Cosmetology                           | \$15 per year |
| 3) Massage Therapy                       | \$15 per year |
| 4) Radiography                           | \$15 per year |

The following programs currently have a program fee assessed for this coverage that require an update to the current fee assessed for coverage:

- |                      |  |
|----------------------|--|
| 1) Nursing           | Increase to \$15 per year from \$12 per year     |
| 2) Nursing Assistant | Increase to \$15 per year from \$7.50 per course |
| 3) EMT               | Increase to \$15 per year from \$10 per year     |
| 4) Phlebotomy        | Increase to \$15 per year from \$12 per year     |

The following programs are new to the District and will require the implementation of this fee:

- |                                  |                      |
|----------------------------------|----------------------|
| 1) Medical Laboratory Technician | Set at \$15 per year |
| 2) Physical Therapy Asst.        | Set at \$15 per year |

The following programs have been reviewed and found to not require coverage and a removal of the fee from the catalog is required:

- |                        |            |
|------------------------|------------|
| 1) Paramedicine        | Remove fee |
| 2) Pharmacy Technician | Remove fee |

I would ask the Board's approval for the changes above to allow them to be incorporated into the catalog for the Fall 2022 semester.

RG/akb

## **Agenda Item #9C**

### **Affiliation Agreements**

- **Robinson Rehab & Nursing**
- **Horizon Health Community Hospital & all Paris-area agencies under the Horizon Health Umbrella**
  - **Fox River**

MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: April 19, 2022  
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 organization:

- Robinson Rehab & Nursing

IECC wishes to enter into a standard non-clinical affiliation agreement with the following organization:

- Robinson Rehab & Nursing
- Fox River

IECC wishes to enter negotiated clinical and non-clinical agreements with the following:

- Horizon Health Community Hospital & all Paris-area agencies under the Horizon Health Umbrella

I ask the Board's approval of this affiliation agreement.

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 is made and entered into as of the date of last signature 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 \_\_\_\_\_  
\_\_\_\_\_ (city) (state)  
\_\_\_\_\_.

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. This agreement will remain in effect until July 1, 2024 at which time it will be reviewed for renewal. 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: \_\_\_\_\_

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.

**ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529**  
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College  
**NON-CLINICAL AFFILIATION AGREEMENT**

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER 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 \_\_\_\_\_  
\_\_\_\_\_ (city) (state)  
\_\_\_\_\_.

WITNESSETH THAT:

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

WHEREAS, the AGENCY has agreed to make its facilities available to the students and 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 for internship training 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 Sponsoring Department on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the training.

3. DISTRICT #529 Program Coordinator will provide faculty contact information to the student(s) and AGENCY supervisor of the student(s). The specific assignment of learning experiences will be made and arranged by the AGENCY Supervisor, in consultation with the DISTRICT #529 Program Coordinator. The Program Coordinator will periodically visit the AGENCY for the purpose of evaluation and discussion with the AGENCY Supervisor.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY. The student(s) will be given the same consideration as employees in regard to safety, health and general employment conditions. The AGENCY will retain full and final decisions for assignments made to the student(s). The DISTRICT #529 Program Coordinator will be notified of any concerns or issues during the internship. The student(s) shall be subject to discharge at any time because of inefficiency or because of conditions within the AGENCY. This process will be cleared through the DISTRICT #529 Program Coordinator who will remove the student(s) from the internship.

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.

5. If a physical exam or TB test is required, these will be scheduled at the expense of the student.

6. The student(s) and Program Coordinator will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

7. The status of the student intern(s) should be that of student learner(s). Any schedule of compensation shall be agreed on by the AGENCY, DISTRICT #529 Program Coordinator and

student(s). Compensation is not a requirement. Neither DISTRICT #529 or AGENCY 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. Student(s) shall be covered by professional liability insurance through DISTRICT #529 prior to any assignment at the AGENCY.

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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

\_\_\_\_\_  
Administrator, Hospital or Agency

\_\_\_\_\_  
Chair, IECC Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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\*Negotiated 3/7/22

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\_\_\_\_\_ (hereinafter referred to as AGENCY): of \_\_\_\_\_  
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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 and immunization 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.

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COMMUNITY COLLEGES  
DISTRICT #529

Signature: \_\_\_\_\_

\_\_\_\_\_  
Chair, IECC Board of Trustees

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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\*Negotiated 3/7/22

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student(s). Compensation is not a requirement. Neither DISTRICT #529 or AGENCY 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. Student(s) shall be covered by professional liability insurance through DISTRICT #529 prior to any assignment at the AGENCY.

8. This agreement will remain in effect until July 1, 2024 at which time it will be reviewed for renewal. 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 degree and certificate programs, 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 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

\_\_\_\_\_  
Administrator, Hospital or Agency

\_\_\_\_\_  
Chair, IECC Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
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 request.

**Agenda Item #10**

**Bid Committee Report**

## BID COMMITTEE REPORT

April 19, 2022

Wabash Valley College

1. WVC Gymnasium Resurfacing

TO: Board of Trustees

FROM: Bid Committee

DATE: April 19, 2022

RE: WVC Gymnasium Resurfacing

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 D & K Bennett, Inc. for a total of \$24,700.

<b>WVC Gymnasium Resurfacing Tuesday, April 12, 2022 @ 2:00 p.m.</b>	
<b>Company</b>	<b>Bid</b>
D & K Bennett, Inc. Springfield, IL	\$24,000 Base \$24,700 Alternate
Haflich Hardwood Floors, Inc. Vincennes, IN	\$28,882
Kiefer U.S.A. Lindenhurst, IL	\$63,120

Respectfully submitted,

Ryan Gower  
Ryan Hawkins  
Renee Smith

Department: Operations & Maintenance.

Source of Funds: WVC O & M.

Rationale for Purchase: The proposal from D & K Bennett, Inc., 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.

## **REQUEST FOR PROPOSAL**

### **ILLINOIS EASTERN COMMUNITY COLLEGES**

#### **TIME AND PLACE OF BIDS**

Notice is hereby given that sealed bids for Wabash Valley College Gymnasium Resurfacing shall be received at the office of the Owner: Illinois Eastern Community Colleges District 529, 233 East Chestnut Street, Olney, IL 62450 until 2:00 p.m. local time, on Tuesday, April 12, 2022, and then publicly opened. The Owner reserves the right to accept or reject any bid or waive informality or errors in bidding, to award the contract to his interests, and to hold the bids for a period of thirty (30) days from the bid date.

#### **PRE-BID MEETING**

There will not be a formal pre-bid meeting for this project. Any questions concerning anything contained herein should be directed, in writing, to Ryan Hawkins, Chief Financial Officer, at 233 E. Chestnut, Olney, IL 62450. Questions may also be submitted to [bids@iecc.edu](mailto:bids@iecc.edu). Please include WABASH VALLEY COLLEGE GYMNASIUM RESURFACING in the subject line of any inquiry. The deadline for questions is 2:00 p.m., Wednesday, April 6, 2022.

#### **METHOD OF BIDDING**

Bids should include all items bid as one contract price. Bidders shall examine all documents contained herein. Failure to do so will not relieve a successful bidder of his obligation to provide all labor, materials, training, and support necessary to carry out the provision of his contract for the sum stated thereon. Each bidder, by submitting a bid represents that they have received, read, and understand the bidding documents.

Bids should include a complete listing of materials to be used. Include copies of the manufacturer's recommended maintenance and cleaning procedures. Include in your bid, a detailed outline of how you propose to complete the scope of work.

#### **SCOPE OF WORK**

The scope of this bid is to sand, stripe, and finish Wabash Valley College's maple strip gymnasium floor, including the layout and painting of game lines. The gymnasium floor is approximately 11,400 square feet.

Sand to original wood, buff and finish floor, and paint game marks. Sanding shall be machine sanded smooth, and level, with coarse, medium and fine grades of sandpaper. The edges shall be sanded to match the center, free from scratches, grooves or other sanding imperfections. The



contractor must follow final cut recommendations to ensure proper adhesion of the finish. After sanding, sweep the floor or vacuum until surface and cracks are free of sanding dust. Tack towel the floor with a Turkish towel dampened with solvent or water. Adequate ventilation is needed for proper curing of sealing and finishes. The entire floor shall have two (2) coats of oil modified urethane seal coats and two (2) finish coats will be required unless otherwise specified per manufacturer's recommendations. Low or no VOC shall be used for coatings. Minimum one (1) year paint and one (1) year labor warranty must be included as part of the bid.

Paint should be compatible with sealer and finish. Paint game lines on floor in compliance with NJCAA standards. Regulation lines to include Men's Basketball, Women's Basketball, and Volleyball in compliance with NJCAA standards.

Graphics are to be included as part of the bid. Examples of desired logos are included herein as an exhibit. Paint colors and design must be approved by administration prior to work commencing.

Work for this project must be completed during the month of July 2022.

### **QUALIFICATION OF BIDDERS**

Contractors wishing to submit a bid shall be experienced in the maple flooring field. In addition to the base bid, all interested bidders are to submit a statement of qualification, with a minimum of three references as evidence of successful project work of a similar scope and nature. This statement of qualifications and references will be used as a basis for ensuring all bidders have the technical capabilities.

### **PREPARATION OF BIDS**

All bids must be submitted on the bid form contained herein. Bids shall be delivered in a sealed opaque envelope showing the bidders' name and address and the name of the project.

Bid submissions should detail all materials included as part of bid, including manufacturer, product number and description, and color.

### **METHOD OF BID EVALUATION**

The IECC Board of Trustees reserves the right to reject all bids or parts of bids, and to waive informalities therein. Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

### **INSURANCE**

The successful bidder will be required to furnish a certificate of insurance in the following amounts:

1. Workers' Compensation	Statutory Limits
2. Employer's Liability	\$500,000
3. Comprehensive General Liability and Property Damage including: a. Personal Injury Liability b. Blanket Broad Form Contractual Liability c. Independent Contractors d. Products and Completed Operations	\$500,000 combined single limit
4. Automobile Liability	\$1,000,000 combined and single limit
5. Owner's and Contractor's Protective Liability Insurance to protect the Owner and Architect, their agents, consultants, and employees from contingent responsibility and liability arising from work performed under the contract.	\$1,000,000
6. Umbrella Liability	\$2,000,000

### **BID SECURITY/PERFORMANCE BONDS**

Not required as part of this project.

### **SALES TAX**

Retailers Occupational Sales Taxes **are not** applicable for this project.

### **PREVAILING WAGE**

Illinois Eastern Community Colleges is a unit of local government, and as such, any contract for public works is subject to the Illinois Prevailing Wage Act. The Prevailing Wage Act regulates wages of laborers, mechanics, and other workers employed under contract for public work. It is the bidder's responsibility to bid all work pursuant to laws and regulations outlined in the Illinois Prevailing Wage Act.

### **SHIPPING & HANDLING**

All freight and delivery must be included in bid.

### **SPECIAL PROVISIONS**

Nondiscrimination: There will be no discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin by the owner or contractor.

Certification of Eligibility: Prior to contract award, all bidders must certify that neither it nor any person or firm that has an interest in the bidder's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

No subcontracts shall be made to any person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

The penalty for making false statement is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

Debarment, Suspension, Ineligibility, and Voluntary Exclusions: No contract will be awarded to a bidder, nor its principals, that is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

18' 3 3/8"



24' 4"

(Spear is 26')

45 1/2"

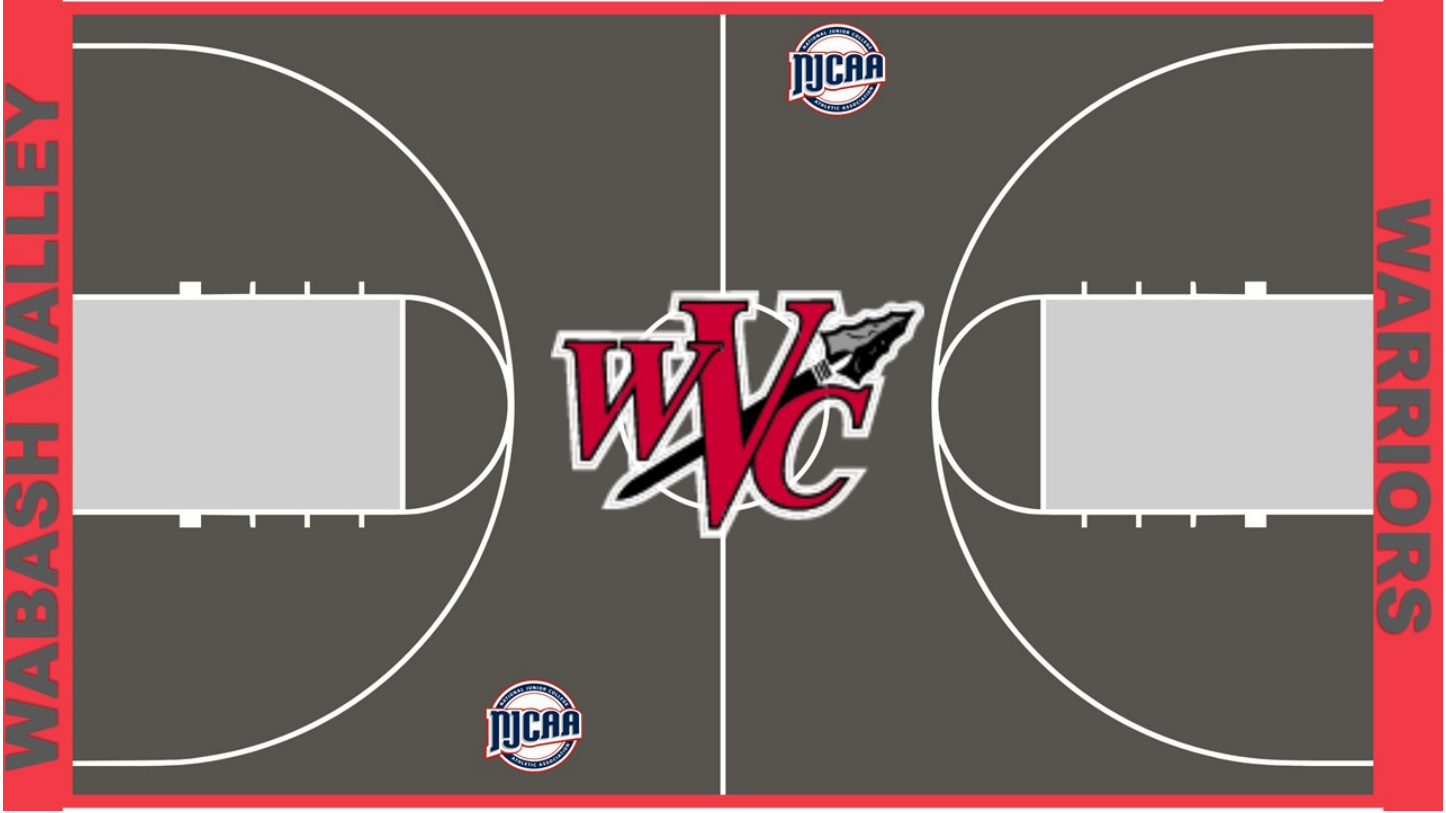
**WARRIORS**

38' 2 1/4"

45 1/2"

**WABASH VALLEY**

43' 1 1/2"



**Bid Form**

Following Board approval, bids will be awarded on April 19, 2022.

**ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO WABASH VALLEY COLLEGE, 2200 COLLEGE DRIVE, MOUNT CARMEL, ILLINOIS 62863. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR 30 DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.**

MATERIALS \$ \_\_\_\_\_

LABOR \$ \_\_\_\_\_

TOTAL BID \$ \_\_\_\_\_

ESTIMATED TIME TO COMPLETE IN DAYS \_\_\_\_\_

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.

**Agenda Item #11**

**District Finance**

**A. Financial Report**

**B. Approval of Financial Obligations**

<b>ILLINOIS EASTERN COMMUNITY COLLEGES</b>	
<b>DISTRICT #529</b>	
<b>TREASURER'S REPORT</b>	
<b>March 31, 2022</b>	
<b>FUND</b>	<b>BALANCE</b>
<b>Educational</b>	<b>\$ 12,382,831.45</b>
<b>Operations &amp; Maintenance</b>	<b>2,525,833.64</b>
<b>Operations &amp; Maintenance (Restricted)</b>	<b>1,975,643.09</b>
<b>Bond &amp; Interest</b>	<b>560,779.39</b>
<b>Auxiliary</b>	<b>1,283,908.87</b>
<b>Restricted Purposes</b>	<b>(313,834.82)</b>
<b>Working Cash</b>	<b>969,116.73</b>
<b>Trust &amp; Agency</b>	<b>591,555.78</b>
<b>Audit</b>	<b>19,970.29</b>
<b>Liability, Protection &amp; Settlement</b>	<b>1,149,764.18</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 21,145,568.60</b>
<b>Respectfully submitted,</b>	
<b>Ryan Hawkins, Treasurer</b>	



Illinois Eastern Community Colleges  
Balance Sheets - All Funds (Unaudited)  
March 31, 2022

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
<b>ASSETS</b>						
Cash	\$ 12,398,131	\$ 2,525,834	\$ 1,975,643	\$ 560,779	\$ 1,304,409	\$ (313,835)
Investments	5,000,000	1,503,500	-	-	5,336,488	-
Accounts Receivable	859,425	90,290	-	-	301,871	-
Other Receivables	420,666	-	-	-	-	253,137
Restricted Cash	-	-	4,012,375	-	-	-
Inventory	-	-	-	-	749,825	-
Other Assets	-	-	-	-	-	469,559
Due From Other Funds	-	-	-	-	-	-
Total Assets	<u>\$ 18,678,222</u>	<u>\$ 4,119,624</u>	<u>\$ 5,988,018</u>	<u>\$ 560,779</u>	<u>\$ 7,692,593</u>	<u>\$ 408,861</u>
<b>LIABILITIES</b>						
Accounts Payable	\$ 67,501	\$ 9,434	\$ -	\$ -	\$ 18,581	\$ 30,688
Accrued Payroll Liabilities	(25,294)	-	-	-	-	-
Other Accrued Liabilities	513,441	39,675	36,665	-	62,122	2,007
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	<u>555,648</u>	<u>49,109</u>	<u>36,665</u>	<u>-</u>	<u>80,703</u>	<u>32,695</u>
<b>FUND BALANCES</b>						
Non-Spendable	-	-	-	-	749,825	-
Restricted						
Board Designated	12,416,427	1,060,864	-	-	-	-
Other Purposes	-	3,009,651	5,951,353	560,779	-	376,166
Unassigned	5,706,147	-	-	-	6,862,065	-
Total Fund Balances	<u>18,122,574</u>	<u>4,070,515</u>	<u>5,951,353</u>	<u>560,779</u>	<u>7,611,890</u>	<u>376,166</u>
Total Liabilities and Fund Balances	<u>\$ 18,678,222</u>	<u>\$ 4,119,624</u>	<u>\$ 5,988,018</u>	<u>\$ 560,779</u>	<u>\$ 7,692,593</u>	<u>\$ 408,861</u>

Illinois Eastern Community Colleges  
Balance Sheets - All Funds (Unaudited)  
March 31, 2022

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
<b>ASSETS</b>					
Cash	\$ 969,117	\$ 591,556	\$ 19,970	\$ 1,149,764	\$ 21,181,368
Investments	5,402,727	-	-	-	17,242,715
Accounts Receivable	-	-	-	-	1,251,586
Other Receivables	-	13,411	-	-	687,214
Restricted Cash	-	-	-	-	4,012,375
Inventory	-	-	-	-	749,825
Other Assets	-	-	-	-	469,559
Due From Other Funds	-	-	-	-	-
Total Assets	<u>\$ 6,371,844</u>	<u>\$ 604,967</u>	<u>\$ 19,970</u>	<u>\$ 1,149,764</u>	<u>\$ 45,594,642</u>
<b>LIABILITIES</b>					
Accounts Payable	\$ -	\$ 553	\$ -	\$ -	\$ 126,757
Accrued Payroll Liabilities	-	-	-	-	(25,294)
Other Accrued Liabilities	-	-	-	-	653,910
Due to Other Funds	-	-	-	-	-
Total Liabilities	-	553	-	-	755,373
<b>FUND BALANCES</b>					
Non-Spendable	6,325,000	-	-	-	7,074,825
Restricted					-
Board Designated	-	-	-	-	13,477,291
Other Purposes	46,844	-	19,970	1,149,764	11,114,527
Unassigned	-	604,414	-	-	13,172,626
Total Fund Balances	<u>6,371,844</u>	<u>604,414</u>	<u>19,970</u>	<u>1,149,764</u>	<u>44,839,269</u>
Total Liabilities and Fund Balances	<u>\$ 6,371,844</u>	<u>\$ 604,967</u>	<u>\$ 19,970</u>	<u>\$ 1,149,764</u>	<u>\$ 45,594,642</u>



**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 March	% of Budget	Budget	Spent Thru March	% of Budget	Budget	Spent Thru March	% of Budget	
Frontier	Bills		\$ 604,391			\$ 507,501			\$ 465,360		
	Payroll		1,535,043			1,348,931			1,353,809		
	Waivers		684,950			672,317			641,561		
	Totals	\$ 4,370,599	2,824,384	59%	\$ 3,899,789	2,528,749	57%	\$ 3,688,586	2,460,730	67%	75%
Lincoln Trail	Bills		823,775			\$ 1,119,045			\$ 881,088		
	Payroll		1,645,359			1,637,065			1,671,261		
	Waivers		839,649			932,670			757,938		
	Totals	\$ 5,365,117	3,308,783	56%	\$ 4,943,901	3,688,780	67%	\$ 4,977,953	3,310,287	66%	75%
Olney Central	Bills		1,205,065			\$ 1,021,806			\$ 1,157,203		
	Payroll		3,294,767			3,048,683			3,031,296		
	Waivers		737,062			725,866			612,605		
	Totals	\$ 7,669,580	5,236,894	61%	\$ 7,047,772	4,796,355	60%	\$ 7,367,058	4,801,104	65%	75%
Wabash Valley	Bills		1,104,443			\$ 880,948			\$ 958,403		
	Payroll		2,195,274			2,116,591			2,193,504		
	Waivers		1,459,717			1,182,197			1,210,164		
	Totals	\$ 6,449,215	4,759,434	67%	\$ 5,978,433	4,179,736	63%	\$ 5,775,220	4,362,071	76%	75%
Workforce Educ.	Bills		184,332			\$ 137,222			\$ 166,886		
	Payroll		759,029			565,067			532,801		
	Waivers		2,195,080			1,109,373			1,359,876		
	Totals	\$ 4,396,670	3,138,441	57%	\$ 3,349,386	1,811,662	41%	\$ 3,378,641	2,059,563	61%	75%
District Office	Bills		233,504			\$ 210,190			\$ 414,946		
	Payroll		793,856			716,170			943,150		
	Waivers		-			-			-		
	Totals	\$ 1,551,484	1,027,360	58%	\$ 1,410,117	926,360	58%	\$ 1,991,105	1,358,096	68%	75%
District Wide	Bills		1,672,268			\$ 1,515,615			\$ 2,735,839		
	Payroll		657,459			570,931			959,013		
	Waivers		202,547			138,214			152,775		
	Totals	\$ 3,107,121	2,532,274	76%	\$ 3,576,315	2,224,760	52%	\$ 7,148,722	3,847,627	54%	75%
<b>GRAND TOTALS</b>		<b>\$32,909,786</b>	<b>\$ 22,827,570</b>	<b>69%</b>	<b>\$ 30,205,713</b>	<b>\$ 20,156,402</b>	<b>67%</b>	<b>\$34,327,285</b>	<b>\$ 22,199,478</b>	<b>65%</b>	<b>75%</b>

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**Operating Funds Expense Report**

**March 31, 2022**

	FY 2022		FY 2021		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
Salaries	\$ 10,684,834	48.13%	10,003,438	49.63%	\$ 681,396	6.812%
Employee Benefits	1,872,731	8.44%	1,743,488	8.65%	129,243	7.413%
Contractual Services	1,386,566	6.25%	1,044,890	5.18%	341,676	32.700%
Materials	1,708,857	7.70%	957,590	4.75%	751,267	78.454%
Travel & Staff Development	123,303	0.56%	61,907	0.31%	61,396	99.175%
Fixed Charges	37,248	0.17%	130,907	0.65%	(93,659)	-71.546%
Utilities	847,616	3.82%	793,272	3.94%	54,344	6.851%
Capital Outlay	702,331	3.16%	527,438	2.62%	174,893	33.159%
Other	4,835,992	21.78%	4,893,472	24.28%	(57,480)	-1.175%
	<u>\$ 22,199,478</u>	<u>100.00%</u>	<u>\$ 20,156,402</u>	<u>100.00%</u>	<u>\$ 2,043,076</u>	<u>10.136%</u>

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

	Funding Source	Estimated Budget								
FCC - Mason Hall Classroom Remodel	Title III	\$239,900								
WVC - Solar Project	Local/IGEN	\$109,824								
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								
Parking Lot Resurfacing	CDB	\$918,392								
LTC - Performing Arts Building	Local	\$853,800								
DW - HVAC Replacements	PHS	\$1,786,230								
WVC - Pool Infill	PHS	\$285,500								
WVC - Pool Infill Phase 2	PHS	\$232,200								
LTC - Crawford County Recreational Center	Local	\$3,733,000								
FCC - Solar Array	IGEN	\$125,000								
<b>GRAND TOTAL</b>		<b>\$28,405,322</b>	<b>Board Approval</b>	<b>Materials</b>	<b>Begin Construction</b>	<b>30% Completed</b>	<b>60% Completed</b>	<b>80% Completed</b>	<b>100% Completed</b>	<b>Fully Accepted</b>

**Agenda Item #12**

**Executive Session**

**Agenda Item #13**

**Approval of Executive Session Minutes**

**A. Written Executive Session Minutes**

**B. Audio Executive Session Minutes**



**Agenda Item #14**

**Approval of Personnel Report**

# MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Ryan Gower  
**DATE:** April 19, 2022  
**RE:** Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the April Personnel Report. Additional information for items 400.1, 400.2, 400.3, 400.4 and 400.5 have been sent under separate cover.

## **INDEX**

- 400.1. Employment of Personnel**
- 400.2. Temporary Contract**
- 400.3. Change in Status**
- 400.4. Resignation Ratifications**
- 400.5. Retirement Ratification**

# PERSONNEL REPORT

## 400.1. Employment of Personnel

### A. Professional Non-Faculty, Exempt

1. Ken Anderson, CETL Instructional Designer, DO, effective April 25, 2022.
2. Alexandre Morais, Men & Women's Soccer Coach, LTC, effective June 1, 2022.
3. James Glash, Head Men's Basketball Coach, OCC, effective April 25, 2022.

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

1. Curtis Miller, College Admission Representative, DO/OCC, effective May 11, 2022.

### C. Classified

1. Jandi Cravens, Office Assistant, LTC, effective April 25, 2022.

## 400.2. Temporary Contract

### A. Faculty

1. Billy Fornwalt, Truck Driving Instructor, WVC, effective May 16, 2022.

## 400.3. Change in Status

### A. Administrative

1. Andrea Puckett, Director of Financial Aid, DO, to Program Director Financial Aid, DO, effective April 25, 2022.

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

1. Ryan Wilborn, Technology Support Specialist, DO, to Banner Systems Administrator, DO, effective April 25, 2022.

### C. Classified

1. Ashley Gonzalez, Office Assistant, Adult Ed, FCC, to Office Assistant, Business Office, FCC, effective April 25, 2022.

#### **400.3. Resignation Ratifications**

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

1. Sheri Gray, Director of Instructional Services, OCC, effective August 1, 2022.

##### **B. Classified**

1. Taylor Held, TRIO Upward Bound Counselor, DO/OCC, effective April 5, 2022.
2. Amy Hohlbaugh, Student Services Specialist, DO/FCC, effective May 13, 2022.
3. Lucas Harms, Custodian, WVC, effective March 29, 2022.
4. Terry Chrtt, Information Systems Technician, FCC, effective May 14, 2022.

#### **400.4. Retirement Ratification**

##### **A. Administrative**

1. Sandra Craig, Director of the Learning Resource Center, WVC, effective August 1, 2022.

**Agenda Item #15**

**Collective Bargaining**

**Agenda Item #16**

**Litigation**

**Agenda Item #17**

**Other Items**



**Agenda Item #18**

**Adjournment**