

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

August 18, 2020



Location:

<https://zoom.us/j/97212872946>

Meeting ID: 972 1287 2946
Dial in number: 1 312 626 6799

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

**Dinner – 6:00 p.m. – OCC Banquet Room
Meeting – 7:00 p.m. – OCC Banquet Room**

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**

This meeting is available by electronic access:

<https://zoom.us/j/97212872946>

Meeting ID: 972 1287 2946

Dial in number: 1 312 626 6799

August 18, 2020

7:00 p.m.

**Olney Central College
Banquet Room**

1. Call to Order & Roll CallChairman Fischer
2. Disposition of Minutes Chancellor Gower
3. Recognition of Visitors and GuestsGower
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
6. Policy First Reading (and Possible Approval)
 - A. Policy 100.31 Preventing Sexual ViolenceGower
7. Policy Second Reading.....Gower
 - A. None
8. Staff Recommendations for Approval
 - A. Acceptance of No Petition CertificateGower
 - B. Consideration and action on a Resolution providing for the issue of \$2,500,000 Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2020C, of the District, for community college purposes, the pledge of certain revenues to the payment of principal and interest on the bonds and the levy of a district annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and authorizing the sale of the bonds to the purchaser thereof.....Gower

C. Approval of Publication for BINA Hearing	Gower
D. Appointment of Board Audit Committee	Gower
E. 2020 Program Review	Gower
F. Emergency Response Plans.....	Gower
G. Violence Prevention Plan	Gower
H. Waive Online Hybrid Course Fee	Gower
I. Late Fee for Unpaid Balances	Gower
J. Board of Trustees Election.....	Gower
K. Tentative Budget Fiscal Year 2021	Gower
L. Articulation Agreements with SIU	Gower
AAS Radiography to BS Radiation Therapy Technology	
AAS Radiography to BS Radiologic Sciences MRI/CT Specialization	
AAS Radiography to BS Radiology Education Management	
9. Bid Committee Report.....	Gower
A. Lincoln Trail College Parking Lot Seal and Stripe	
10. District Finance	
A. Financial Report	Hawkins
B. Approval of Financial Obligations	Hawkins
11. Chancellor’s Report.....	Gower
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 by electronic means (Zoom) and in person in the Cafeteria, at Lincoln Trail College, 11220 Highway 1, Robinson, Illinois, Tuesday, July 21, 2020.

AGENDA #1 – “Call to Order & Roll Call” – In the absence of Chairman G. Andrew Fischer, Vice Chair Brenda K. Culver called the meeting to order at 7:00 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, Alan Henager (Attended by Electronic Means – Zoom), Jan Ridgely, Barbara Shimer. Also present was Sutton Dunn, student trustee. Trustees absent: G. Andrew Fischer. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

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

Also present at this meeting, in addition to trustees:

Ryan Gower, Chancellor.
Jay Edgren, President of Frontier Community College.
Matt Fowler, President of Wabash Valley College.
Rodney Ranes, President of Olney Central College.
Ryan Hawkins, Chief Financial Officer/Treasurer.
Alex Cline, Director of Information & Communications Technology.
Dana Hart, Interim Director of Human Resources.
Renee Smith, Board Secretary.
Michael Thomas, Dean of Workforce Education

AGENDA #3 – “Conduct a Bond Hearing for the Issuance of General Obligation Bonds (Alternate Revenue Source) for Community College Purposes” –

The District has now met all legal requirements for the issuance of \$2,500.00 Non-Taxable Funding Bonds for the purpose of paying claims against the District.

Chair Brenda Culver opened the hearing at 7:05 p.m. and announced she would entertain a motion from a Trustee that the Board recess its regular meeting and convene a Bond Issuance Notification Hearing, and the motion would request that the Board reconvene immediately following the hearing into regular session.

Trustee Barbara Shimer made a motion that the Board recess for the purpose of conducting a public hearing concerning the intent of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, to sell \$2,500,000 Non-Taxable Funding Bonds for the purpose of paying claims against the District, and that the Board reconvene into regular session immediately following the conclusion of the hearing. 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 and the Chair declared the “Ayes” have it and the motion carried.

The Chair declared the hearing of the Bond Issuance Notification to be in session and asked the Secretary to call the roll for attendance.

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 Brooks, Gary Carter, Brenda Culver, Alan Henager (Attended by Electronic Means – Zoom), Jan Ridgely, Barbara Shimer. Also present was Sutton Dunn, student trustee. Trustees absent: G. Andrew Fischer. There being a quorum present, the Chairman declared that the Bond Issuance Notification hearing to be in open, public session. The Chair declared the reason for the hearing to be the proposed issuance of the bonds for the purpose of paying claims against the District.

The Chair asked if there were members of the Board of Trustees who wished to provide written or oral testimony on the issuance of bonds by the District.

There was no written or oral testimony from members of the Board of Trustees on the issuance of bonds by the District.

The Chair asked if there were members of the public who wished to provide written or oral testimony on the issuance of bonds by the District.

There was no written or oral testimony from members of the public on the issuance of bonds by the District.

The Chair declared that all persons desiring to be heard had been given an opportunity to present oral or written testimony with respect to the proposed issuance of the bonds.

Following a full discussion of the issuance of the bonds, the Chair entertained a motion that the hearing be adjourned.

Trustee Barbara Shimer made a motion that the Bond Issuance Hearing be adjourned. Trustee Gary Carter seconded the motion.

Chair Brenda Culver directed the Secretary to call the roll on the motion to adjourn the Bond Issuance Hearing and reconvene.

John D. Brooks, Gary Carter, Brenda K. Culver, Alan Henager, Jan Ridgely, Barbara Shimer. Also present was Sutton Dunn, student trustee. Trustees absent: G. Andrew Fischer. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

The Chair declared the Motion carried and the Bond Issuance Notification Hearing to be adjourned at 7:15 p.m. and that Pursuant to an earlier motion, the Board of Trustees would now reconvene its regular meeting.

AGENDA #3 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, June 16, 2020 were presented for disposition.

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

AGENDA #4 – “Recognition of Visitors & Guests” –

#4-A. Visitors & Guests: Visitors and guests present were recognized, and included Brent Todd, Chris Forde, Jeff Gumbel, Rob Mason, and Rod Harmon.

#4-B. IECEA Representative: Illinois Eastern College Education Association (IECEA) Faculty Union President Rob Mason addressed the Board. Mr. Mason informed the Board that the professional development opportunity provided to District faculty members to assist students with virtual learning was beneficial and well received.

AGENDA #5 – “Public Comment” – None.

AGENDA #6 – “Reports” –

#6-A. Report from Trustees: None.

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

#6-C. Report from Cabinet: None.

AGENDA #7 – “Policy First Readings (and Possible Approval)” – None.

AGENDA #8 – “Policy Second Readings” – None.

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

#9-A. Technology Plan: Alex Cline reviewed the Technology Plan for FY2021, FY2022, and FY2023. The plan was developed by the Technology Committee and establishes a blueprint that sets the IECC’s Information Technology vision, its strategic directions, and the action plans for supporting the academic experience of students and strengthening the educational mission of faculty and staff.

The Technology Plan is grouped into the categories of administrative systems, networking infrastructure, telecommunications, software, and other technology resources. The three-year plan reviews the progress of FY 2020 projects and sets the goals for FY2021, FY2022 and FY2023.

The Technology Plan for FY2021, FY2022 and FY2023 contemplates expenditures of \$600,000 each fiscal year. The Chancellor recommended approval of the Technology Plan as recommended.

Board Action: Trustee Gary Carter made a motion to approve the Technology Plan, as recommended. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer, The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-B. Athletic Training Agreement - LTC: Lincoln Trail College has requested the renewal of the existing Athletic Training Services Agreement for services for a one-year period to cover academic year 2021-2022. The Chancellor recommended approval of the agreement with Crawford Memorial Hospital.

Board Action: Trustee Barbara Shimer made a motion to approve the Athletic Training Agreement between Illinois Eastern Community Colleges - Lincoln Trail College and Crawford Memorial Hospital, located in Robinson. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#9-C. CAISA and SAFE MOUs: The District must meet requirements to have confidential advisors available to a student or employee who experiences sexual violence. Chancellor Gower reviewed two proposed memoranda of agreement with CAISA and SAFE, both non-profit agencies that provide these services within the IECC District.

Board Action: Trustee Gary Carter made a motion to approve agreements with the agencies Counseling & Information for Sexual Assault/Abuse (CAISA) located in Robinson,

Illinois, and with Sexual Assault and Family Emergencies (SAFE) located in Vandalia, Illinois. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#9-D. 2020-2021 Academic Calendar: Chancellor Gower reviewed the revised 2020-2021 Academic Calendar. The revisions designate October 6th as a regular instructional day and Election Day as a day that the District facilities are closed and employees do not report to work. Legislation for this designation to close the college on Election Day, November 3, 2020, was passed by the Illinois General Assembly in June of 2020 as Public Act 101-06. The Chancellor recommended approval of the following revised Academic Calendar:

Academic Calendar

2019-2021

2019 Fall Semester

August.....	8-9	Faculty Workshop
August.....	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.....	1	No Classes. District Faculty/Staff Professional Development Day
October.....	9	Midterm
October.....	14	Colleges Closed. Columbus Day
November.....	11	Colleges Closed. Veteran's Day
November.....	28-29	Colleges Closed. Thanksgiving
December	6	Last Day of Classes
December	9-12	Final Exams
December	13	Registration, Testing & Last Day of Semester.

(Colleges closed December 19, 2019 – January 1, 2020. Winter Break)

2020 Spring Semester

January	2	Colleges Open, 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	2	No Classes. Casimir Pulaski Holiday

March	3-8	No Classes. Spring Break
April	10	Colleges Closed. Spring Holiday
May	1	Last Day of Classes
May	4-7	Final Exams
May	8	Last Day of Semester/Graduation

2020 Intersession

May	11	First Day of Classes
May	19	Midterm
May	25	Colleges Closed. Memorial Day
May	29	Last Day of Intersession

2020 Summer Session

June	2	First Day of Classes
June	26	Midterm
July	3	Colleges Closed. Independence Day Observed
July	24	Last Day of Classes
July	27-28	Finals

2020 Fall Semester

August	13-14	Faculty Workshop
August	17-19	Registration, Testing
August	20	First Day of Classes
September	7	Colleges Closed. Labor Day
September	17	Constitution Observance Day. Classes in Session
October	6	Revised to Regular Instructional Day – (Previously scheduled as No Classes. District Faculty/Staff Professional Development Day)
October	12	Colleges Closed. Columbus Day
October	15	Midterm

November.....3	Colleges Closed. Election Day
November.....11	Colleges Closed. Veteran's Day
November..... 26-27	Colleges Closed. Thanksgiving.
December11	Last Day of Classes
December 14-17	Finals
December18	Last Day of Semester

(Colleges Closed December 22, 2020 –January 4, 2021. Winter Break)

2021 Spring Semester

January5	Colleges Open.
January6	Faculty Workshop
January 7-8	Registration, Testing
January11	First Day of Classes
January18	Colleges Closed. Martin Luther King, Jr. Day
February15	Colleges Closed. President's Day
March5	Midterm
March8	No Classes. Casimir Pulaski Holiday Observed
March 9-14	No Classes. Spring Break
April2	Colleges Closed. Spring Holiday
May7	Last Day of Classes
May 10-13	Final Exams
May14	Last Day of Semester/Graduation

2021 Intersession

May17	First Day of Classes
May25	Midterm
May31	Colleges Closed. Memorial Day
June4	Last Day of Intersession

2021 Summer Session

June	7	First Day of Classes
July	1	Midterm
July	5	Colleges Closed. Independence Day Observed
July	28	Last Day of Classes
July	29-30	Finals

Board Action: Trustee Al Henager made a motion to approve the revised 2020-2021 Academic as presented. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#9-E. 2020 Employee Holiday List: Chancellor Gower reviewed the revised 2020 Employee Holiday List. The revision designates Election Day as a day that the District facilities are closed and employees do not report to work. Legislation for this designation to close the college on Election Day, November 3, 2020, was passed by the Illinois General Assembly in June of 2020 as Public Act 101-06. Chancellor recommended approval of the following revised Employee Holiday List for 2020:

ILLINOIS EASTERN COMMUNITY COLLEGES

Holidays for
Administrative, Technical,
Professional Non-Faculty,
Clerical & Maintenance Staff

Calendar Year 2020

Monday	January 20	Martin Luther King Jr. Day
Monday	February 17	President’s Day
Friday	April 10	Spring Holiday
Monday	May 25	Memorial Day

Friday	July 3	Independence Day Observed
Monday	September 7	Labor Day
Monday	October 12	Columbus Day
Tuesday	November 3	Election Day
Wednesday	November 11	Veteran's Day
Thursday	November 26	Thanksgiving
Friday	November 27	
	December 22, 23, 24	Winter Break
	December 25	Christmas
	December 28, 29, 30, 31	Winter Break
	January 1, 2021	New Year's Day
	January 4, 2021	Winter Break

Board Action: Student Trustee Sutton Dunn made a motion to approve the revised Employee Holiday List for 2020. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#9-F. 2020-2021 Catalog: Chancellor Gower reviewed the 2020-2021 IECC Catalog. The catalog lists all courses, programs, degrees and certificates, along with the district policy that applies to operation of the district and its students. Throughout the year, the Board of Trustees is asked to approve changes to the catalog. These changes are added to the electronic version on the IECC website and this amended electronic version becomes the binding document for the district's relationship with students, faculty, and staff. The Chancellor recommended approval of the 2020-2021 Catalog.

Board Action: Trustee Jan Ridgely made a motion to approve the 2020-2021 IECC Catalog as presented and recommended. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#9-G. Student Satisfaction Survey Results: IECC conducts a districtwide Student Satisfaction Survey each spring semester. The 2020 survey was conducted online from March 9 through April 17. The survey was completed by 411 students with survey questions included in the areas of Communication, Student Services, Instruction, Technology and Recommending the College to Others. Chancellor Ryan Gower recommended acceptance of the results of the Student Satisfaction Survey as presented.

Board Action: Student Trustee Sutton Dunn made a motion to accept the results of the Student Satisfaction Survey as presented. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#9-H. Project Property Agreement – EDA Grant: In September of 2018, Illinois Eastern Community Colleges received a U.S. Economic Development Administration (EDA) grant in the amount of \$300,000. This grant was awarded for the purpose of enhancing Career and Technical Education – specifically the creation of a Truck Driving Facility to be located at IECC’s West Richland Center, and for the purchase of welding and diesel equipment to support programs of study at Olney Central College and Wabash Valley College. This grant requires the registration of a mortgage to memorialize and protect the federal share in real property acquired with grant funds. The District has completed the work for the Truck Driving Facility at the West Richland Center and is seeking reimbursement for project costs in the amount of \$74,340. The Agreement and Mortgage must be approved, recorded and returned to the U.S. Department of Commerce before the grant dollars can be released. Chancellor Gower recommended approval of the following Project Property Agreement:

AGREEMENT AND MORTGAGE

WHEREAS, Illinois Eastern Community Colleges, District 529 (Mortgagor) has applied to, received, and accepted from the United States Department of Commerce, Economic Development Administration (EDA), Chicago Regional Office, grants under the Public Works and Economic Development Act of 1965 (41 U.S.C. § 3121 *et seq.*) (PWEDA) in the total amount of \$300,000 (EDA Grant Amount) pursuant to a Financial Assistance Award dated September 27, 2018, and bearing EDA Award No. 06-79-06113 (Award);

WHEREAS, pursuant to the application submitted by Mortgagor requesting said Award, which includes all forms, documentation, and any information submitted to EDA as part and in furtherance of the request for the Award, including any information submitted after the initial application (Grant Application) and pursuant to the Award, the Grant Amount is to be used for the purpose of acquiring or making improvements to the real property described in Exhibit A, attached hereto and made a part hereof (Project Property), consisting of the construction of a truck backing and parking practice area (Project);

WHEREAS, 20 years from the completion of construction, as determined by EDA, is the Estimated Useful Life, as defined in 13 C.F.R. § 314.1, of the improvements made to the Project Property pursuant to the Project;

WHEREAS, under government-wide regulations set out at 2 CFR part 200 and EDA's regulations governing the Award at 13 CFR Chapter III, any transfer or conveyance of Project Property or any portion thereof must have the prior written approval of EDA;

WHEREAS, in accordance with PWEDA, EDA is not authorized to permit transfer or conveyance of Project Property to parties that are not eligible to receive EDA grants unless EDA is repaid the Federal Share as defined at 13 CFR § 314.5 (Federal Share) or unless the authorized purpose of the Award is to develop land in order to lease or sell it for a specific use, in which case EDA may authorize a lease or sale of the Project Property or a portion thereof if certain conditions are met;

WHEREAS, the aforesaid Award from EDA provides the purposes for which the Grant Amount may be used and provides, *inter alia*, that Mortgagor will not sell, lease, mortgage, or otherwise use or alienate any right to, or interest in the Project Property, or use the Project Property for purposes other than or different from those purposes set forth in the Award and the Grant Application made by Mortgagor therefor, such alienation or use being prohibited by 13 CFR part 314 and 2 CFR part 200; and

WHEREAS, Mortgagor and EDA desire to establish an obligation for and first priority lien on Project Property in favor of EDA in the event that the Project Property is used, transferred, or alienated in violation of the Award, 13 CFR Chapter III, or 2 CFR part 200.

NOW THEREFORE, Mortgagor does hereby grant and convey unto EDA, its successors and assigns, a mortgage and a lien on said Project Property to secure Mortgagor's obligation (i) to comply with the terms and conditions of the Award and the regulations set forth in 13 CFR Chapter III and 2 CFR part 200, and (ii) to use Project Property only for the purposes set forth therein for the Estimated Useful Life of Project Property. Mortgagor agrees that a debt, with interest thereon at the rate set forth in 31 U.S.C. § 3717, in the amount of the Federal Share, which amount shall be determined at the sole discretion of EDA in accordance with its authorities and regulations, such amount being either EDA's pro-rata share of the fair market value of the Project Property, as further set forth at 13 CFR § 314.5, as that provision may be amended from time to time, the Grant Amount, or the amount actually disbursed under the Award (Indebtedness), shall be due and payable by Mortgagor to EDA upon the termination of the Award, or any attempt to use, transfer, or alienate any interest in Project Property in violation of the Award or of the regulations set forth in 13 CFR Chapter III or 2 CFR part 200 and does, moreover, agree that such Indebtedness shall be extinguished only through the full payment thereof to the Federal Government.

Mortgagor further covenants and agrees as follows:

1. Lease of Project Property:

If the Grant Application provides for and the Award authorizes Mortgagor to lease Project Property, each lease arrangement shall be subject to the prior written approval of EDA. EDA must determine that the applicable lease arrangement is consistent with the Grant Application and authorized general and special purposes of the Award; will provide adequate employment and economic benefits for the area in which Project Property is located; is consistent with EDA policies concerning, but not limited to, nondiscrimination, nonrelocation, and environmental requirements; and that the proposed lessee is providing adequate compensation, as defined in 13 CFR § 314.1, to Mortgagor for said lease. Any lease agreement entered into by Mortgagor of the Project Property shall be subordinate, junior, and inferior to this Agreement and Mortgage, and, at EDA's request, be expressly subordinated in writing and the written subordination recorded in the same manner as this Agreement and Mortgage.

2. Charges; Liens:

Mortgagor shall protect the title and possession of all Project Property; pay when due all taxes, assessments, mechanic and/or materialmen liens, and other charges, fines, and impositions now existing or hereafter levied or assessed upon Project Property; and preserve and maintain the priority of the lien hereby created on Project Property, including any improvements hereafter made a part of the realty.

3. Hazard Insurance:

Mortgagor shall insure and keep insured all improvements now or hereafter created upon Project Property against loss or damage by fire and windstorm and any other hazard or hazards included within the term "extended coverage." The amount of insurance shall be the full insurable value of said improvements but in no event less than the full replacement value of the improvements. Any insurance proceeds received by Mortgagor due to loss shall be applied to restoration or repair of any damaged Project Property, provided such restoration or repair is economically feasible and the security of this Agreement and Mortgage is not thereby impaired. If such restoration or repair is not economically feasible or if the security of this Agreement and Mortgage would be impaired, Mortgagor shall use said insurance proceeds to compensate EDA for its Federal Interest. EDA's Federal Interest, as defined at 13 C.F.R. § 314.2 (Federal Interest) shall be satisfied when amount received is equal to the Federal Share as that term is defined at 13 CFR § 314.5 (Federal Share).

4. Preservation and Maintenance of the Project Property:

Mortgagor shall keep Project Property in good condition and repair during the Estimated Useful Life and shall not permit or commit any waste, impairment, or deterioration of Project Property, but shall give notice written thereof to EDA without delay.

5. Indemnification:

To the extent permitted by law, Recipient agrees to indemnify and hold the Federal Government harmless from and against all liabilities that the Federal Government may incur as a result of providing an award to assist, directly or indirectly, in the preparation of the Project Property or construction, renovation, or repair of any facility on the Project Property, to the extent that such liabilities are incurred because of toxic or hazardous contamination of groundwater, surface water, soil, or other conditions caused by operations of the Recipient or any of its predecessors (other than the Federal Government or its agents) on the Project Property. *See also* 13 C.F.R. § 302.19 (Indemnification).

6. Inspection:

EDA may make or cause to be made reasonable entries upon and inspection of Project Property by EDA or an authorized representative of EDA.

7. Condemnation:

The proceeds of any award or claim for damages, direct or consequential, in connection with any condemnation or other taking of Project Property, or any part thereof, or for any conveyance in lieu of condemnation shall be used by Mortgagor to compensate EDA for EDA's Federal Share. EDA's Federal Share of said condemnation proceeds shall be equal to that percentage which the Grant Amount bore to the total project costs under the Award for which the condemned property was acquired or improved. *See also* 13 CFR § 314.5 (Federal Share).

8. Recording of Agreement and Mortgage – EDA to Receive Original:

Mortgagor shall record this Agreement and Mortgage in accordance with the laws and rules of the County where Project Property is located, and shall ensure that the lien hereby granted is a first and prior lien on Project Property senior to all other interests save those which may arise by operation of law. EDA shall be furnished with the original, recorded Agreement and Mortgage as executed.

9. Notice:

Any notice from EDA to Mortgagor provided for in this Agreement and Mortgage shall be sent by certified mail to Mortgagor's last known address or at such address as Mortgagor may designate to EDA, except for any notice given to Mortgagor in the manner as may be prescribed by applicable law as provided hereafter in this Mortgage. Likewise, any notice from Mortgagor to EDA shall be sent by certified mail to EDA's address.

10. Remedies:

Upon Mortgagor's breach of any term or condition of the Award or any provision of this Agreement and Mortgage, then EDA, its designees, successors, or assigns may declare the

Indebtedness immediately due and payable, and may enforce any and all remedies available including but not limited to foreclosure by an action brought either in a United States District Court or in any State Court having jurisdiction, but such action shall not be deemed to be a release or waiver of any other right or remedy to recover repayment thereof.

After any breach on the part of Mortgagor, EDA shall, upon bill filed or the proper legal proceedings being commenced for the foreclosure of this Agreement and Mortgage, be entitled, as a matter of right, to the appointment by any competent court, without notice to any party, of a receiver of the rents, issues, and profits of Project Property, with power to lease and control such Property, and with such other powers as may be deemed necessary.

11. Remedies Cumulative:

All remedies provided in this Agreement and Mortgage are distinct and cumulative to any other right or remedy under this Agreement and Mortgage, the Award, or related documents, or afforded by law or equity, and may be exercised concurrently, independently, or successively.

12. Forbearance Not a Waiver:

Any forbearance by EDA in exercising any right or remedy hereunder, or otherwise afforded by applicable law, shall not be a waiver of or preclude the exercise of any right or remedy. The procurement of insurance or the payment of taxes or other liens or charges by EDA shall not be a waiver of EDA's rights under this Agreement and Mortgage.

13. Release:

EDA and the Mortgagor agree that, so long as the possession and use of Project Property by Mortgagor has been only for the purposes set forth in the Award and Grant Application, then after the Estimated Useful Life of the improvements to Project Property, Mortgagor may request a release of the Federal Interest in accordance with 13 CFR part 314, which will not be withheld except for good cause, as determined in EDA's sole discretion; provided, however, that in accordance with 13 CFR part 314, restrictions upon the religious use or discriminatory practices in connection with the use of Project Property shall survive this Agreement and Mortgage and any release thereof, which shall be evidenced by a separate recorded covenant.

14. Governing Law; Severability:

This Agreement and Mortgage shall be governed by applicable federal law, if any, and if there is no applicable federal law by state law, and nothing contained herein shall be construed to limit the rights EDA, its designees, successors, or assigns are entitled to under applicable federal or state law. If any provision or clause of this instrument conflicts with applicable law, such conflict shall not affect other provisions of this instrument which can be given effect without the conflicting provision, and to this end the provisions of this instrument are declared to be severable.

15. Authority to Execute Agreement and Mortgage:

Recipient represents and warrants to and covenants with EDA that Recipient has been duly authorized by Recipient's governing body by all necessary action and has received all necessary third party consents to enter into this Agreement and Mortgage.

Board Action: Trustee Jan Ridgely made a motion to approve the Project Property Agreement with the United States Department of Economic Development Administration Grant as presented. The Agreement and Mortgage can then be recorded and returned to the U.S. Department of Commerce. Completion of this requirement will allow the grant dollars to be released to the District. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#9-I. Easements: The District received requests for two construction easements on District owned property located along Route 130 in Olney.

Frontier Communications requested an easement to allow fiber optic cable to be run underground to serve the Carle Richland Memorial Hospital property facility adjacent to Olney Central College. The Frontier easement would run from St. John Street to the corner of the Carle property.

Ameren requested an easement to allow replacement of an underground power line to be run under property on the Olney Central College campus. This power line provides electricity to Olney Central College. This is a permanent replacement line needed because of the 2018 breakage of the power line that provides electricity to Olney Central College. In 2018 Ameren completed a temporary repair to the line because of the immediate need to resume electrical service to Olney Central College. The Chancellor recommended approval of the easement to Frontier Communications to run fiber optic cable and for the easement to Ameren to allow replacement of an underground power line.

Board Action: Trustee Jan Ridgely made a motion to approve an easement on District property for placement of an underground fiber optic cable to serve the Carle Richland Memorial Hospital facility and to approve an easement for a replacement power line to provide electricity to Olney Central College. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#9-J. Affiliation Agreements: IECC wishes to enter into affiliation agreements with the United Methodist Village located in Lawrenceville, Illinois, for Lincoln Trail College and Olney Central College's Basic Nurse Assistant Program, and with St. Vincent Health Inc. located in Evansville, Indiana, for the District's Associate Degree in Nursing Program. Chancellor Gower recommended approval of the agreements as listed in full in the agenda.

Board Action: Trustee Barbara Shimer made a motion to approve affiliation agreements with the United Methodist Methodist Village and St. Vincent Health, Inc. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

AGENDA #10 – “Bid Committee Report” – The Bid Committee presented the following recommendations for the LTC Natatorium HVAC Replacement, followed by Board action as indicated:

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

The Bid Committee recommends acceptance of the bid received from Central State Construction, Inc. for a total of \$276,305.00.

Company	Total Bid
Central State Construction, Inc. Marshall, Illinois	\$276,305.00
Culbertson Heating & Cooling, Inc. Vandalia, Illinois	\$279,392.00

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Renee Smith

Department: Lincoln Trail College - Natatorium.

Source of Funds: PHS 2020 Bond Issue – 38334D.

Rationale for Purchase: The proposal from Central State Construction, Inc. was the lowest responsible bidder in conformity with the bid specifications provided by architect/engineer.

The "Advertisement for Bids" was placed in the Robinson Daily News for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

Board Action: Trustee John Brooks made a motion to approve the bid committee recommendation as presented. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary

Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Andrew Fischer. The motion having received 6 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 June 30, 2020.

#11-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for July 2020, totaling \$1,282,604.97, 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 July 2020, in the amounts listed, and payments from the revolving fund for June 2020. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #12 – “Chancellor’s Report” – The Chancellor reviewed topics including open positions in the District and the expression of appreciation by faculty members for increased communication as the District navigates the COVID 19 pandemic.

AGENDA #13 – “Executive Session” – The Board of Trustees did not hold an executive session at this meeting, Tuesday, July 21, 2020.

AGENDA #14 – “Approval of Executive Session Minutes” – No executive session was held during the regular meeting, Tuesday, June 16, 2020.

AGENDA #15 – “Approval of Personnel Report” – Dana Hart presented the following amended Personnel Report and recommended approval.

400.1. Employment of Personnel

A. Administrative

1. Andrea McDowell, Director of Human Resources, DO, effective August 3, 2020.

B. Administrative, Non-Exempt

1. Jaime Henry, Director of Business, LTC, effective July 22, 2020.

C. Faculty

1. Dr. Lisa Hoipkemier, Physical Therapy Assistant Program Instructor, WVC, effective August 13, 2020.

D. Professional Non-Faculty, Exempt

1. Luke Scheidecker, Head Women’s Basketball Coach, WVC, effective July 23, 2020.

E. Professional Non-Faculty, Non-Exempt

1. Andrew (Holden) August, Coordinator of Public Information & Marketing, FCC, effective July 22, 2020.

F. Classified

1. Scott Correll, Maintenance/Custodian, OCC, effective July 23, 2020, pending successful completion of background check.
2. Amy Hohlbaugh, Office Assistant, FCC, effective August 17, 2020.
3. Jodi Robinson, Administrative Assistant, FCC, effective July 23, 2020, pending successful completion of background check.

400.2. Change in Status

A. Professional, Non-Faculty, Exempt

1. Amanda Nelson, TRIO Upward Bound Counselor, DO/OCC, to TRIO Upward Bound Coordinator, DO/OCC, effective July 22, 2020, employment contingent upon continued grant funding.

400.3. Temporary Contract

A. Professional Non-Faculty, Non-Exempt

1. Adam Rotar, Head Women's Basketball Coach, LTC, effective July 22, 2020.

400.4. Special Assignments (attachment)

400.5. Approval to Hire Prior to August Board of Trustees Meeting

- A. Nursing Instructor, OCC
- B. Manager of Food Service, LTC
- C. Manager of Food Service, WVC

400.6. Academic Year 2020-2021 Educational Level Change

A. Faculty

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Anne Hustad	M+48	DNP	\$2,000
Logan Marshall	AA+32	B	\$1,000

400.7. Annual Review of FMLA leave taken during FY 2020

A. Birth of Child

1. 2 weeks
2. 12 weeks
3. 8 weeks

B. Personal Illness

1. 7 weeks
2. 3 weeks
3. 3 weeks
4. 10 weeks
5. 1 week
6. 4 weeks
7. 2 weeks
8. 4 weeks
9. 3 weeks

C. Illness of a Child

1. 3 weeks

400.8. Resignation Ratifications

A. Faculty

1. Jacy Ghast, Assistant Professor, OCC, effective August 1, 2020.

B. Professional Non-Faculty, Exempt

1. Scott Sparks, Head Women's Basketball Coach, LTC, effective July 7, 2020.

C. Classified

1. Shannon Waters, Office Assistant, LTC, effective July 11, 2020.

400.9. Retirement Ratification

A. Professional Non-Faculty, Non-Exempt

1. Sibyl Janello, Director of Registration & Records, Workforce Education, effective August 1, 2020.

**Special Assignments
Olney Central College**

Academic – Allied Health		Approved 2019-2020	Recommended 2020-21
1. Lisa Rauch	Director of Radiography	\$1,000	\$3,000
2. Brittany Ochs	Clinical Coordinator, Radiography	\$500	\$1,500

**Special Assignments
Wabash Valley College**

Academic		Approved 2019-2020	Recommended 2020-21
1. Lisa Hoipkemier	Program Director, Physical Therapy Assistant Program		\$3,000

**Special Assignments
District Office**

Extra-Curricular		Approved 2019-2020	Recommended 2020-2021
1. Mary Morris	Faculty Coordinator of Student Learning Assessment – FCC	\$4,000	\$4,000
2. Travis Matthews	Faculty Coordinator of Student Learning Assessment – LTC	\$4,000	\$4,000

3. Kelly Payne	Faculty Coordinator of Student Learning Assessment – OCC	\$4,000	\$4,000
4. Scott Balding	Faculty Coordinator of Student Learning Assessment – WVC	\$4,000	\$4,000
5. Tammie Bohnhoff	Math Discipline Facilitator – OCC	\$1,000	\$1,000
6. Cindy Boyce	Social & Behavioral Science Discipline Facilitator – LTC	\$1,000	\$1,000
7. Allen Brown	Math Discipline Facilitator – WVC	\$1,000	\$1,000
8. Carrie Brown	Life & Physical Science Discipline Facilitator – LTC	\$1,000	\$1,000
9. Rebecca Carmack	Humanities/Fine Arts Discipline Facilitator – LTC	\$1,000	\$1,000
10. Chelsea Gemeinhardt	Life & Physical Science Discipline Facilitator – WVC	\$1,000	\$1,000
11. Nixie Hnetkovsky	Life & Physical Science Discipline Facilitator – FCC	\$1,000	\$1,000
	Social & Behavioral Science Discipline Facilitator – FCC	\$1,000	\$1,000
12. Jason Hortin	Social & Behavioral Science Discipline Facilitator – OCC	\$1,000	\$1,000
13. Chris Mathews	Life & Physical Science Discipline Facilitator – OCC	\$1,000	\$1,000
14. Drew McMurray	Social & Behavioral Science Discipline Facilitator – WVC	\$1,000	\$1,000
15. Linda Monge	Math Discipline Facilitator – FCC	\$1,000	\$1,000
16. Mary Morris	English/Communications Discipline Facilitator – FCC	\$1,000	\$1,000
17. Kelly Payne	English/Communications Discipline Facilitator – OCC	\$1,000	\$1,000

18. Heather Sandy	Humanities/Fine Arts Discipline Facilitator – OCC	\$1,000	\$1,000
19. Kim Schucker	Math Discipline Facilitator – LTC	\$1,000	\$1,000
20. Jill Winter	English/Communications Discipline Facilitator – WVC	\$1,000	\$1,000
21. Ann Wolven	English/Communications Discipline Facilitator – LTC	\$1,000	\$1,000

Addendum to Personnel Report

400.1. Employment of Personnel

A. Faculty

1. Sarah Burke, Nursing Instructor, WVC, effective August 13, 2020, pending successful completion of background check.

400.8. Resignation Ratification

A. Professional Non-Faculty, Non-Exempt

1. Amy Theriac, Coordinator of Financial Aid, LTC, effective August 8, 2020

#15-A. Board Action to Addend Personnel Report: Trustee Gary Carter made a motion to addend the Personnel Report, to add an addendum for items under 400.1 and 400.8 Student Trustee Sutton Dunn seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No”. The voice vote was taken and the Chair declared that the “Ayes” have it and the motion carried.

#15-B. Board Action to Approve Amended Personnel Report: Trustee Gary Carter made a motion to approve the amended Personnel Report as recommended. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Andrew Fischer. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

Trustee Al Henager left the meeting at 8:50 p.m.

AGENDA #16 – “Collective Bargaining” – None.

AGENDA #17 – “Litigation” – None.

AGENDA #18– “Other Items” – None.

AGENDA #19 – “Adjournment” – Trustee Gary Carter made a motion to adjourn. Trustee Jan Ridgely seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:55 p.m.

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

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

Agenda Item #4

Public Comment

Agenda Item #5

**Reports
Trustees
Presidents
Cabinet**

Agenda Item #6

Policy First Reading (and Possible Approval)

A. Policy 100.31 Preventing Sexual Violence

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: August 18, 2020
RE: Preventing Sexual Misconduct Policy (100.31)

On May 6, the Department of Education announced new Title IX regulations with the intent of securing due process rights for both those reporting and those accused of sexual misconduct. To remain in compliance with these new regulations, I recommend that our existing Preventing Sexual Misconduct Policy (100.31) be stricken and replaced with a new policy. As presented, this policy is fully compliant with new federal regulations and eliminates our procedures from our policy. Cabinet has reviewed and approved this new policy.

I recommend the Board waive second reading and approve the revision of 100.31 Preventing Sexual Misconduct Policy.

Preventing Sexual Misconduct Policy (100.31)

Date Adopted: July 19, 2016

Revised: October 18, 2016

Revised: January 17, 2017

Revised and combined with Policies 100.17 & 100.29: July 18, 2017

Revised: December 12, 2017

~~The Board of Trustees of Illinois Eastern Community Colleges District #529 is committed to preventing and responding to incidents of sex-based harassment, including sexual harassment, sexual assault, sexual exploitation, domestic violence, dating violence, sexual violence, or stalking. The Board adopts the following standards of conduct for all members of the Illinois Eastern Community Colleges community, including employees, students, contractors, and visitors.~~

~~The Board is committed to the principle that all interpersonal relationships and interactions—especially those of an intimate nature—be grounded in mutual respect, open communication, and clear consent. The District prohibits any and all forms of Sexual Misconduct including sexual harassment, sexual assault, sexual exploitation, dating violence, domestic violence, sexual violence, and stalking. Prohibited conduct under this Policy also includes attempting or aiding in the commission of Sexual Misconduct or retaliating against another for exercising his/her rights under this Policy.~~

~~The Board recognizes that victims and offenders can be any gender and expects members of the campus community to help maintain a safe environment. The Board encourages anyone who has been subjected to Sexual Misconduct seek appropriate help and report the incident promptly to the police and/or designated officials pursuant to this Policy.~~

~~The District is committed to educating students, staff, and faculty about its policies and procedures against Sexual Misconduct. As a general matter, the Board, through its Chief Executive Officer, will take prompt action to investigate reports of Sexual Misconduct and, where appropriate, to impose sanctions. The applicable procedures will depend on whether the alleged offender is a student, faculty, or staff member~~

~~This policy applies to students, employees, contractors, or third parties whenever the misconduct occurs:~~

~~A. On College property; or~~

~~B. Off College property if;~~

~~1. The conduct was in connection with a College or College-recognized program or activity;~~

~~— or~~

~~2. Otherwise has a connection to the College.~~

Definitions

- A. ~~Consent: Consent is knowing, voluntary and clear affirmative permission by word or action, to engage in mutually agreed upon sexual activity. Consent may not be inferred from silence, passivity, or a lack of active verbal or physical resistance. Past consent to sexual activities, or a current or previous dating relationship, does not imply ongoing or future consent. Submission resulting from a use of force does not constitute consent. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A person can withdraw consent at any time. A person may be incapable of giving consent due to the person's age, use of drugs or alcohol, being asleep or unconscious, or because an intellectual or other disability prevents the person from having the capacity to give consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred.~~
- B. ~~Dating Violence: The term dating violence means violence committed by a person 1) who is or has been in a social relationship of a romantic or intimate nature with the victim, and 2) where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.~~
- C. ~~Domestic Violence: Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Illinois, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the State of Illinois.~~
- D. ~~Incapacitated or Incapacitation: An individual who is incapacitated is unable to give consent. States of incapacitation include sleep, unconsciousness, intermittent consciousness, or any other state where the individual is unaware that sexual contact is occurring. Incapacitation may also exist because of a mental or developmental disability that impairs the ability to consent to sexual contact.~~

Alcohol or drug use is one of the prime causes of incapacitation. Where alcohol or drug use is involved, incapacitation is a state beyond intoxication, impairment in judgment, or "drunkenness." Because the impact of alcohol or other drugs varies from person to person, evaluating whether an individual is incapacitated, and therefore unable to give consent, requires an assessment of whether the consumption of alcohol or other drugs has rendered the individual physically helpless or substantially incapable of:

- ~~Making decisions about the potential consequences of sexual contact;~~
- ~~Appraising the nature of one's own conduct;~~
- ~~Communicating consent to sexual contact; or~~

• Communicating unwillingness to engage in sexual contact.

Where an individual's level of impairment does not rise to incapacitation, it is still necessary to evaluate the impact of intoxication on consent. In evaluating whether consent was sought or given, the following factors may be relevant:

- Intoxication may impact one's ability to give consent and may lead to incapacitation (the inability to give consent).
- A person's level of intoxication is not always demonstrated by objective signs; however, some signs of intoxication may include difficulty walking, poor judgment, difficulty communicating, slurred speech, or vomiting.
- An individual's level of intoxication may change over a period of time based on a variety of subjective factors, including the amount of substance intake, speed of intake, body mass, and metabolism.

No matter the level of an individual's intoxication, if that individual has not affirmatively agreed to engage in sexual contact, there is no consent.

Anyone engaging in sexual contact must be aware of both their own and the other person's level of intoxication and capacity to give consent. The use of alcohol or other drugs can lower inhibitions and create an atmosphere of confusion about whether consent is effectively sought and freely given. If there is any doubt as to the level or extent of one's own or the other individual's intoxication or incapacitation, the safest course of action is to forgo or cease any sexual contact. An individual's intoxication is never an excuse for or a defense to committing sexual assault and it does not diminish one's responsibility to obtain consent.

E. Retaliation: Any form of retaliation, including intimidation, threats, harassment and other adverse action taken or threatened against any complainant or person reporting or filing a complaint alleging sexual discrimination, harassment or misconduct or any person cooperating in the investigation of such allegations (including testifying, assisting or participating in any manner in an investigation) is strictly prohibited. Action is generally deemed adverse if it would deter a reasonable person in the same circumstances from opposing practices prohibited by IECC's Policy. Retaliation may result in disciplinary or other action independent of the sanctions or interim measures imposed in response to the allegations of Sexual Misconduct.

F. Sexual Assault: Any nonconsensual sexual act proscribed by Federal or State law including when the victim lacks capacity to consent, including both sexual intercourse without consent and sexual contact without consent.

Sexual Intercourse without Consent means having or attempting to have sexual intercourse with another individual without consent as defined below. Sexual intercourse means vaginal or anal penetration, however slight, with any body part or object, or oral penetration involving mouth to genital contact.

Sexual Contact without Consent means having sexual contact with another individual without Affirmative Consent, as defined below. Sexual contact means the touching of the person's

breasts, anal, groin or genital areas, or other intimate body parts for the purpose of sexual gratification.

G. ~~Sexual Exploitation: Occurs when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not meet the definition of sexual assault. Sexual exploitation includes prostituting another person, non-consensual visual or audio recording of sexual activity, non-consensual distribution of photos or other images of an individual's sexual activity or intimate body parts with an intent to embarrass such individual non-consensual voyeurism, knowingly transmitting HIV or a sexually transmitted disease to another, or exposing one's genitals to another in non-consensual circumstances.~~

H. ~~Sexual Harassment: Sexual harassment means any unwelcome conduct of a sexual nature that is sufficiently persistent or offensive to unreasonably interfere with an employee's job performance, a student's educational performance, and/or creates an intimidating, hostile or offensive working or educational environment. Sexual harassment is defined by the Equal Employment Opportunity Commission Guidelines as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when, for example: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or educational development; (2) submission to or rejection of such conduct by an individual is used as a basis for employment or education decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or educational environment~~

~~Under Title VII of the Civil Rights Act of 1964, there are two types of sexual harassment: (1) quid pro quo and (2) hostile work or learning environment. Sexual harassment can be physical or psychological in nature. A combination of a series of incidents can constitute sexual harassment even if one of the incidents considered on its own would not be harassing.~~

~~Examples of Sexual Harassment~~

~~Though sexual harassment encompasses a wide range of conduct, some examples of specifically prohibited conduct include the following:~~

- ~~• Physical conduct that is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another employee or student's body or poking another employee or student's body.~~
- ~~• Unwelcome sexual advances, propositions or other sexual comments, such as sexually oriented gestures, noises, remarks, jokes or comments about a person's sexuality or sexual experience.~~
- ~~• Preferential treatment or promises of preferential treatment to an employee or student for submitting to sexual conduct, including soliciting or attempting to solicit an employee or student to engage in sexual activity for compensation or reward.~~

- ~~Subjecting, or threats of subjecting, an employee or student to unwelcome sexual attention or conduct or intentionally making the employee's job performance or student's educational performance more difficult because of that employee or student's sex.~~

~~Sexual harassment also includes, but is not limited to, occurrences where a student, District employee or representative, either explicitly or implicitly, treats submission to or rejection of sexual conduct as a condition for determining:~~

~~(1) whether a student will be admitted to a college, or a person will be employed by the District;~~

~~(2) the educational or work performance required or expected;~~

~~(3) the attendance or assignment requirements applicable to a student or employee;~~

~~(4) to what courses, fields of study or programs, including honors, a student will be admitted;~~

~~(5) what placement or course proficiency requirements are applicable to a student and professional advancement opportunities are available to an employee;~~

~~(6) the quality of instruction a student will receive;~~

~~(7) what tuition or fee requirements are applicable to a student;~~

~~(8) what scholarship opportunities are available to the student;~~

~~(9) what extracurricular teams a student will be a member of or in what extracurricular competitions a student may participate;~~

~~(10) any grade a student will receive in any examination or in any course or program of instruction in which a student is enrolled;~~

~~(11) any performance evaluation, promotion or other employment benefit an employee may receive;~~

~~(12) the progress of the student toward successful completion of or graduation from any course or program of instruction in which the student is enrolled; or,~~

~~(13) what degree, if any, the student will receive.~~

~~I. Sexual Misconduct: Includes sexual harassment, sexual assault, sexual exploitation, dating violence, domestic violence, sexual violence, and stalking.~~

- J. ~~Sexual Violence: Physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (e.g. due to the person's age, use of drugs or alcohol, or because an intellectual or other disability prevents the person from having the capacity to give consent). Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, sexual abuse and sexual coercion.~~
- K. ~~Stalking: Engaging in a course of conduct directed at a specific person that involves repeated (two or more occasions) visual or physical proximity, nonconsensual communication, or verbal, written, or implied threats, or a combination thereof, that would cause a reasonable person to: 1) fear for his or her safety or the safety of others; or 2) suffer substantial emotional distress.~~
- L. ~~Threat: Any oral or written expression or gesture that could be interpreted by a reasonable person as conveying intent to cause harm to persons or property.~~

Title IX Coordinator

- A. ~~The Title IX Coordinator for Illinois Eastern Community Colleges is:~~

~~Luke Harl, Program Director Grants & Compliance~~

~~Address: 320 East North Avenue Noble, IL 62868~~

~~Telephone: 618-393-7508~~

~~Email: harll@iecc.edu~~

- ~~Responsibilities of the Title IX Coordinator include:~~

- ~~• Overseeing IECC's response to all Title IX reports and complaints and identifying and addressing any patterns or systemic problems revealed by such reports and complaints.~~
- ~~• A Title IX complaint includes complaints alleging any form of Sexual Misconduct as defined by this Policy which involve employees, students, contractors, and visitors.~~
- ~~• Being informed of all reports and complaints raising Title IX issues, including those initially filed with another individual or office or if the investigation will be conducted by another individual or office.~~
- ~~• Ensuring that adequate training is provided to students, faculty and staff on Title IX issues.~~
- ~~• Coordinating Title IX investigations, involving employees and students, including overseeing the investigation of facts relative to a complaint and recommending appropriate sanctions against the perpetrator and remedies for the complaint.~~
- ~~• Ensuring appropriate interim measures for a student victim and/or complainant upon learning of a report or complaint of Sexual Misconduct.~~
- ~~• Ensuring that appropriate policies and procedures are in place for working with law enforcement and coordinating services with local victim advocacy organizations and services providers, including rape crisis centers.~~

- Promoting an educational and employment environment which is free of sexual discrimination, harassment and gender bias.

B. ~~Deputy Title IX Coordinators:~~

~~There is a Deputy Title IX Coordinator at each IECC campus. Their contact information is outlined below:~~

<u>Frontier Comm. College</u>	<u>Lincoln Trail College</u>	<u>Olney Central College</u>	<u>Wabash Valley College</u>
Jan Wiles	Julie Higginbotham	Andi Pampe	Steve Patberg
Assistant Dean of Student Services	Assistant Dean of Student Services	Assistant Dean of Student Services	Assistant Dean of Student Services
2 Frontier Drive Fairfield, IL 62837 618-847-9133 or 877-464-3687 wilesj@iecc.edu	11220 State Highway 1 Robinson, IL 62454 618-546-2252 or 866-582-4322 higginbothamj@iecc.edu	305 North West Street Olney, IL 62450 618-393-3305 or 866-622-4322 pampea@iecc.edu	2200 College Drive, Mt. Carmel, IL 62863 618-263-5535 or 866-982-4322 patbergs@iecc.edu

Responsibilities of the Deputy Title IX Coordinators include:

- Working in conjunction with the Title IX Coordinator to ensure compliance for matters involving students, including assistance with coordination of training, education, communications, and administration of complaint procedures for complaints against students.

C. ~~Sexual Misconduct Investigators:~~

~~There are two trained Sexual Misconduct Investigators at each IECC campus, Workforce Education, and at the District Office. The investigators are individual's designated by the Chief Executive Officer to investigate any and all reports of Sexual Misconduct including sexual harassment, sexual assault, sexual exploitation, dating violence, domestic violence, sexual violence, and stalking. See Appendix A for a complete listing of investigators.~~

Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator or to the United States Department of Education's Office for Civil Rights:

Office for Civil Rights, Chicago Office U.S. Department of Education
500 W. Madison Street, Suite 1475
Chicago, IL 60661-4544

Telephone: (312) 730-1560

Email OCR.Chicago@ed.gov

Website: <http://www.ed.gov/ocr>

Those who feel they have been sexually discriminated against may seek assistance from the Illinois Department of Human Rights. The Department of Human Rights is a state agency which will investigate the charge without cost to the individual. If the Department of Human Rights determines that there is evidence of harassment or discrimination, it will attempt to conciliate the matter or it will file a complaint on behalf of the individual with the Illinois Human Rights Commission. The Human Rights Commission will hear the complaint pursuant to its rules and procedures. The agencies may be contacted at the following addresses:

Illinois Department of Human Rights	Illinois Human Rights Commission
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James R. Thompson Center	James R. Thompson Center
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100 W. Randolph Street, 10 th Floor	100 W. Randolph, Suite 5-100
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Chicago, Illinois 60601	Chicago, Illinois 60601
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Telephone (312) 814-6245	Telephone (312) 814-6269
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Telephone TTY (866) 740-3953	
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Illinois Department of Human Rights	Illinois Department of Human Rights
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222 South College, Room 101-A	2309 West Main Street
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Springfield, Illinois 62704	Marion, IL 62959
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Telephone (217) 785-5100	Telephone (618) 993-7463
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Telephone TTY (866) 740-3953	Telephone TTY (866) 740-3953
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Procedure—Addressing Sexual Misconduct

If a report includes allegations of Sexual Misconduct then the process and procedures set forth in this Policy will be followed in the assessment, investigation and resolution of the complaint.

Options for Assistance Following an Incident of Sexual Assault

A. Medical Attention and Evidence Preservation

1. **Off-Campus Health Care Options:** After an incident of sexual assault, the victim should consider seeking medical attention as soon as possible at the nearest hospital or medical facility. Victims may seek treatment for injuries, preventative treatment for sexually transmitted disease, and other health services by contacting the providers identified on the Notification of Rights and Options.

Preservation of Evidence:

- In Illinois, evidence may be collected even if you chose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours, so that evidence to prove the criminal activity may be preserved. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.
- Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or copies of other documents, if they have any, that would be useful to investigators or the police.
- As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she, nevertheless, should consider speaking with someone and taking steps to preserve evidence in the event that the victim changes his/her mind at a later date.

— B. Victim Advocacy

1. Off-Campus Advisors and Advocates: The Notification of Rights and Options provides a list of off-campus advisors and advocates that can provide an immediate confidential response for employees and students in an emergency situation.
2. Ongoing on and off campus counseling, advocacy and support for students and employees is located within the Notification of Rights and Options.

— C. Emergency Response

1. Anyone who experiences or observes an emergency situation should immediately contact local law enforcement by calling 911.
2. Although the Board of Trustees strongly encourages all individuals to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the local police. Filing a police report can include, but is not limited to, giving an oral and/or written statement to the appropriate law enforcement agency. Local law enforcement agencies are outlined in the Notification of Rights and Options.

Addressing Confidentiality

Before a victim or bystander reveals any information to a Responsible Employee, the employee should ensure that the victim understands the employee's reporting obligations and, if the victim wants to maintain confidentiality, direct the victim to the confidential resources located in the Notification of Rights and Options.

If the victim wants to tell the Responsible Employee what happened, but also maintain confidentiality, the employee should tell the victim that the employee will share that information for consideration in the investigation and resolution of the complaint, but cannot guarantee that request will be met. In reporting the details of the incident to the Title IX Coordinator, the Responsible Employee will also inform the Title IX Coordinator of the victim's request for confidentiality.

If a victim discloses an incident to a Responsible Employee, but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, that request must be weighed against the Board's obligation to provide a safe environment for all students and employees, including the student victim.

If the request for confidentiality can be met, a victim must understand that the Board's ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be diminished. Alternatively, the request for confidentiality may not be able to be honored in order to provide a safe environment for all students and employees.

The following individual(s) are responsible for evaluating requests for confidentiality:

- Title IX Coordinator
- Chief Executive Officer
- Legal Counsel

A victim will be informed, at the earliest point possible, of a determination that a request for confidentiality cannot be maintained. In such instances, to the extent possible, information will be shared only with people responsible for handling the response to the complaint and those with a "need to know."

Where confidentiality is maintained, responsive action will reflect the victim's request for confidentiality. As such, if a victim's request for confidentiality limits the ability to formally investigate a particular allegation, responsive steps will still be to limit the effects of the alleged Sexual Misconduct and prevent its recurrence without initiating formal action against the alleged perpetrator or revealing the identity of the student complainant. Such action may include, but is not limited to, providing increased monitoring, supervision or security at locations or activities where the alleged misconduct occurred.

Reporting and Confidentially Disclosing Sexual Misconduct

The Board of Trustees encourages all victims and bystanders of Sexual Misconduct to talk to someone about what happened so that victims (and bystanders) can get the support they need and so that the Board can respond appropriately. Certain employees on campus are considered "Responsible Employees." Therefore, these individuals cannot ensure confidentiality as they are required to report instances of Sexual Misconduct.

Confidential Reporting Options:

If the victim desires full confidentiality he/she should speak with a confidential advisor. The Title IX Coordinator does take third party reports. With the victim's permission, the confidential advisor may file a report on the details of the incident without revealing the victim's identity to the Title IX Coordinator.

The purpose of a confidential report is to attempt to comply with the victim's wish to keep the matter confidential while taking steps to ensure the safety of the victim and others.

A complete list of confidential advisors is available in the Notification of Rights and Options within this Policy if a student wishes to report confidentially.

Confidential Advisors. Confidential advisors have received up to 40 hours of training previously and 6 hours of ongoing training annually to support survivors of sexual violence and misconduct and are not required to report any information about an incident to the Title IX Coordinator without a victim's permission.

A victim who speaks to a confidential advisor must understand that, if the student victim wants to maintain confidentiality, IECC's ability to conduct an investigation into the particular incident or pursue disciplinary action against the alleged perpetrator(s) may be diminished.

Even so, these advisors will still assist the victim in receiving other necessary protection and support at the request of the victim, including working with IECC officials to address issues such as student victim advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules only when consent is given by the victim. A student victim who at first requests confidentiality may later decide to file a complaint with IECC or report the incident to law enforcement, and thus will have the incident fully investigated. These advisors will provide the victim with assistance if the victim wishes them to do so.

NOTE: While confidential advisors may maintain a victim's confidentiality from Illinois Eastern Community College, by law, any IECC employee and/or confidential advisor who suspects or receives knowledge that any minor involved in any programming at IECC may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability, is required to: 1) immediately report or cause a report to be made to the Illinois Department of Children and Family Services (DCFS) on its Child Abuse Hotline (1-800-252-2873), and 2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. IECC employees will also complete an Incident Report Form and forward to appropriate College and/or District officials.

Employees (including child care staff), students, and parents of daycare students will be made aware of reporting requirements and procedures for handling reports of child abuse and neglect. If the parent or legal guardian of the child is suspected of abuse, IECC employees will follow the guidance of Child Protective Services regarding notification of the child's parent or legal guardian. Reporters of suspected child abuse will not be discharged for making a report; unless it is proven that a false report was knowingly made.

Timely Warning and/or Emergency Notification: If the alleged perpetrator(s) pose a serious and immediate threat to the community, IECC may be called upon to issue a timely warning to the community. Any such warning will not include any information that identifies the victim.

Reporting to an Employee:

IECC employees are required to report all the details of an incident (including identities of the victim and alleged perpetrator) to the Title IX Coordinator. A report to these employees, called **Responsible Employees**, generally obligates the Board to investigate the incident and take appropriate steps to address the situation.

—————The following categories of employees are Responsible Employees. If title is not listed below the
—————employee is not considered a Responsible Employee.

- College and District Administration
- Title IX Coordinator and Deputy Coordinators
- Supervisors and Managerial Staff
- Faculty
- Coaches and Athletic Directors
- Student Advisors and Student Group Advisors

A list of Responsible Employees is available through the Title IX Coordinators. When a victim tells a Responsible Employee about an incident of Sexual Misconduct including sexual assault, the victim has the right to expect immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably. A Responsible Employee must report to the Title IX Coordinator and, if applicable, all relevant details about the alleged Sexual Misconduct shared by the victim so that the investigative process can begin to determine what happened, including the names of the victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

To the extent possible, information reported to a Responsible Employee will be shared only with people responsible for handling the IECC's response to the report and those with a "need to know". The Title IX Coordinator, Deputy Coordinators, and those responsible for the resolution of the complaint will work together to make determinations about what and to whom information will be shared about an ongoing investigation, after careful consideration of the facts of the case. Information will only be shared with those with a need to know which might include the appropriate College officials responsible for campus security or College officials responsible for overseeing the student and/or employee to ensure protective or interim measures are implemented. Victims will be notified what and to whom information will be shared before the information is disseminated. Information will only be shared to ensure the safety of the victim and to prevent the recurrence of Sexual Misconduct.

Your Role as an Employee Regarding Reporting and Disclosing Sexual Misconduct of a Student

All employees who have information regarding Sexual Misconduct of a student or employee are required to report it to the Title IX Coordinator or any Responsible Employee.

Interim Measures

Upon receipt of a report, in being mindful of the victim's well-being, designated personnel will take ongoing steps to protect the victim from retaliation or harm and work with the victim to create a safety plan. The Title IX Coordinator, Deputy Coordinators, and College Administration will consider the following factors when determining what interim measures may be appropriate for implementation: ———

- The specific need expressed by the victim and/or complainant;

- The age(s) of the students involved;
- The severity or pervasiveness of the allegations;
- Any continuing effects on the victim and/or complainant;
- Whether the victim and/or complainant share class, dining areas, work locations, etc.; and
- Whether other judicial measures have been taken to protect the victim and/or complainant (i.e. no contact order or order of protection).

Interim measures will also include:

- Assisting the victim in accessing other available victim advocacy, academic support, counseling disability, health or mental health services, and legal assistance both on and off campus;
- Providing other security and support, which could include obtaining a no contact order, helping to change working arrangements or course schedules (including for the alleged perpetrator(s) pending the outcome of an investigation) or adjustments for assignments or tests; and
- Informing the victim of their right to report a crime to law enforcement and provide the victim with assistance if the victim wishes.

Retaliation against the victim, whether by students or employees, will not be tolerated.

An international Student may be granted approval to reduce his/her course load while recovering from the immediate effects of a sexual violence incident.

To meet the continuing obligation to address the issue of Sexual Misconduct campus wide, reports of such incidents (including non-identifying reports) will also prompt consideration of broader remedial action, such as increased monitoring, supervision, or security at locations where the reported incident occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/victimization surveys; and/or revisiting IECC's policies and practices. Interim and protective measures will only be shared with those involved in the resolution of a complaint, appropriate College officials responsible for ensuring the measures are implemented, or those with a need-to-know.

Miscellaneous

- A. ——— Electronic and Anonymous Reporting. Although direct verbal reporting of complaints is preferred, an online system for electronic and anonymous reporting is available for use by victims or bystanders. The system will notify the user (before s/he enters information) that entering personally identifying information may serve as notice for the purpose of triggering an investigation. Electronic reports can be filed via a form on the IECC webpage and will generally receive a response within 12 hours with a list of available resources absent an emergency.
- B. ——— Off-Campus Counselors and Advocates. Off-campus counselors, advocates, and health care providers will also generally maintain confidentiality and not share information unless the victim requests the disclosure and signs consent or waiver form or unless that individual has reporting or other obligations under state law.
- C. ——— Clery Act Reporting Obligations. Pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act," 20 U.S.C. 1092(f)), the Annual Security Report (ASR) is available to all current students and employees. The ASR documents three calendar years of select campus crime statistics (including statistics regarding incidents of dating violence, domestic violence, and stalking), security policies and procedures and information on

~~the basic rights guaranteed to victims of sexual assault. The Clery Act also requires timely issuance of warnings to the campus community about crimes that have already occurred but may continue to pose a serious or ongoing threat to students and employees.~~

Title IX Complaint Investigation Procedures

A. Formal Investigation Process

1. Initiation of Investigation by Title IX Coordinator:

- ~~a. Upon receipt of a complaint of Sexual Misconduct under this Policy, by a student victim or complainant, the Title IX Coordinator will appoint a trained investigator who will initiate a prompt, fair and thorough investigation.~~
- ~~b. The investigation will be coordinated by the Title IX Coordinator and/or one of the Deputy Coordinators (if a student), and will generally conclude within 60 calendar days or less.~~
 - ~~i. Where the allegations are complex or other factors delay the investigative process an extension may be granted by the Title IX Coordinator.~~
 - ~~ii. If an extension is necessary, the complainant and the respondent will be notified.~~

~~2. IECC Officials Involved in the Resolution of Complaints:~~

- ~~a. With respect to complaints that involve an employee, vendor, contractor, or visitor, the Department of Human Resources and the Title IX Coordinator will manage the investigation into the allegations and will recommend appropriate sanctions against the employee and interim measures, if any, for an employee.~~
- ~~b. With respect to complaints that involve a student, the Deputy Title IX Coordinators will manage the investigation and recommend appropriate sanctions against the student and interim measures, if any, for a student.~~

~~c. With respect to complaints that involve both a student and employee, the Title IX Coordinator, the Director of Human Resources and the Deputy Title IX Coordinators shall jointly coordinate the investigation and interim measures.~~

~~3. Addressing Conflict of Interest:~~

- ~~a. If, prior to the initiation of the investigation, either the complainant or the accused alleges that an Investigator has a conflict of interest, after hearing from both parties on the topic, the Title IX Coordinator will decide whether to excuse the Investigator and announce his/her decision in writing to both parties.~~
- ~~b. If the Title IX Coordinator determines that the Investigator should be excused, or if an Investigator is unavailable to conduct the investigation, the Title IX Coordinator will appoint a replacement Investigator.~~

~~4. Interim Measures Provided: During the investigation, the Title IX Coordinator and/or a~~

Deputy Coordinator (as applicable) will determine whether the victim and/or complainant receives interim measures as set forth above, and will advise the victim and/or complainant of the right to file a complaint with local law enforcement agencies.

5. Notice to Victim/Complainant and Respondent Of Allegations:

a. Generally, within 10 business days of receipt of a complaint by the Title IX Coordinator, the complainant and respondent will be notified in writing of the following:

- ~~i. The accused;~~
- ~~ii. The complainant (unless determined to honor a request by the complainant to remain confidential);~~
- ~~iii. The date(s) of the alleged misconduct;~~
- ~~iv. A brief description of the allegation;~~
- ~~v. The specific provisions of this Policy that were allegedly violated;~~
- ~~vi. The identity of the individual(s) with authority to make a finding or impose a sanction prior to any contact from the individual(s); and~~
- ~~vii. The investigatory process that will follow.~~

6. Due Process Rights of Victim and/or Complainant and Respondent:

- a. The victim and/or complainant and respondent will each be afforded the right to present information and witnesses relevant to his or her case.
- b. When the victim and/or complainant or respondent is requested to appear at an investigatory meeting or proceeding related to a complaint, he or she may be accompanied by a silent advisor.
 - i. A silent advisor may be a family member, peer, advocate, staff/faculty member, a union representative, etc.
 - ii. The silent advisor will be informed prior to any meeting that he/she is not allowed to provide information to the investigator or ask questions of the party during the interview process.
- c. If the respondent is an employee, any employee misconduct investigation procedures outlined in other applicable employee policies or collective bargaining agreement may be followed.
- d. Mediation will not be used to resolve a complaint of sexual assault, sexual exploitation, dating violence, domestic violence, sexual violence, and stalking, but may be used to resolve a case of sexual harassment.

7. Evidence Considered:

- a. A trained investigator(s) will interview and receive evidence from the victim, complainant, respondent and any witnesses identified during the course of the investigation.
- b. The victim's prior sexual history with anyone other than the respondent will not be considered during the investigation or any proceeding related to a complaint.
- c. The mere fact of a current or previous consensual dating or sexual relationship between the victim and respondent does not itself imply consent.

8. Concurrent Criminal Investigation: The existence of a concurrent criminal investigation by law enforcement agencies will not necessarily delay or interrupt the investigation procedures outlined herein. However, the law enforcement agency may request that the internal investigation be temporarily suspended. Such request will be evaluated to determine whether, and for how long, to suspend the internal investigation.

9. Report of Investigation:

- a. At the conclusion of the investigation, the trained investigator will prepare a thorough report outlining the complaint, investigation conducted and all relevant evidence obtained; the investigator's conclusions with an explanation of reasoning and/or support for such conclusions; and recommendations for sanctions or other remedial action, as appropriate.
- b. The investigator will submit his/her report to the Title IX Coordinator and a Deputy Coordinator (if a student is involved).

10. Determination:

- a. For student cases, the Title IX Coordinator and/or Deputy Coordinator (as appropriate) shall review the investigator's report and all evidence gathered to determine whether the student engaged in Sexual Misconduct in violation of Policy.
- b. For employee cases, the Title IX Coordinator will determine whether the employee engaged in a Policy violation involving Sexual Misconduct.
- c. The determination of violations shall be made based on the preponderance of evidence, meaning whether it is more likely than not that this Policy was violated.

Notice to Victim and/or Complainant and Respondent: Generally, within seven (7) business days after receipt of the investigator's report (or some reasonable extension thereof), the Title IX Coordinator or the Deputy Coordinator will prepare a written Notice of Decision supporting the decision and deliver it to both parties simultaneously.

The Notice of Decision will contain:

- a. Identity of who is issuing the decision;
- b. Notice of the finding of whether the alleged conduct occurred;
- c. Any individual remedies for the complainant;
- d. In non-violence cases, notice of any sanctions imposed on the accused that directly relate to the complainant;
- e. In violence cases, notice of all sanctions imposed on the accused;
- f. Steps being taken to eliminate the misconduct and prevent recurrence;
- g. Process to file an appeal of the decision.

11. Sanctions, Protective Actions, and Remedies:

- a. Sanctions:
 - i. Sanctions will be determined by the Title IX Coordinator and other College officials, as appropriate.
 - ii. Sanctions will be communicated with College officials only on a need-to-know basis to ensure the sanctions are implemented appropriately.
 - iii. Students who have violated the Sexual Misconduct Policy are subject to any sanctions set forth in the Code of Student Conduct or other Program policies, up to and including expulsion. For students, sanctions include verbal reprimands,

written warnings, probation, loss of privileges, limits to access and/or movement on campus, restitution, educational or work assignments, suspension for a period of one or more days, expulsion, withholding a degree, removal from courses, etc. Students could have their privileges to participate in extracurricular activities temporarily suspended if involved in an ongoing investigation.

- iv. Employees who have violated the Sexual Misconduct Policy will be subject to sanctions including warning, reprimand, limits to access and/or movement on campus, suspension with or without pay, suspension for part of a day or for a period of one or more days, demotion, and other forms of disciplinary action up to and including dismissal as appropriate under applicable District procedures.

Note: an employee or student found to have knowingly made a false report will be subject to the aforementioned sanctions, respectively.

To encourage reporting, a student victim's good faith report of a violation of the Sexual Misconduct Policy will be taken into consideration in determining an appropriate response to the reporting student's own misconduct (e.g., educational responses from alcohol/drug violations as opposed to disciplinary action).

Furthermore, an employee who makes a report of Sexual Misconduct will be provided whistleblower protections under the State Officials and Employee Ethics Act, the Whistleblower Act, and the Illinois Human Rights Act.

- b. Protective Actions: Protective measures may be implemented as appropriate, including no-contact orders, trespass notices, or other protective measures. Although IECC does not issue orders of protection, IECC will enforce court-ordered no-contact, restraining and/or protective orders to the fullest extent.
- c. Remedies: Remedies for the victim and/or complainant depend upon the specific nature of the complaint, as do remedies for the community as a whole. Remedies for the victim and/or complainant may include, but are not limited to:

- Assisting the victim and/or complainant to change his/her academic and/or work environment if requested and if reasonably available;
- Providing an escort to ensure that the victim and/or complainant can move safely between classes, vehicle and/or activities;
- Ensuring that the victim and/or complainant and the respondent do not attend the same classes;
- Identifying counseling and/or advocacy services;
- Identifying medical services;
- Providing academic support services, such as tutoring;
- Arranging for the victim and/or complainant to re-take a course or withdraw from a class without penalty, including ensuring that any changes do not adversely affect the victim and/or complainant's academic record; and
- Reviewing disciplinary actions taken against the victim and/or complainant to see if there is a causal connection between the harassment and the misconduct that may have resulted in the victim and/or complainant being disciplined.

Remedies for the community as a whole may include, but are not limited to.

- Offering counseling, health, mental health, or other holistic and comprehensive victim services to all students and employees affected by sexual discrimination, harassment, and/or misconduct;
- Designating individuals to be available to assist victims of sexual discrimination, harassment and/or misconduct whenever needed;
- Developing materials on sexual discrimination, harassment and misconduct for campus-wide distribution to students, employees, and/or third parties;
- Creating a committee of students and personnel to identify strategies for preventing and addressing sexual discrimination, harassment and misconduct; and
- Conducting periodic climate surveys to identify how students and employees perceive and experience sexual discrimination harassment and misconduct at Illinois Eastern Community Colleges.

Title IX Appeal Procedures for Student Victims and/or Complainants and Student Respondents

A. Appeal Request

A victim and/or complainant or a student respondent who wishes to appeal the decision reached by the Title IX Coordinator or his/her designee at the conclusion of a formal investigation must submit a written request for appeal to the Appeal Authority (AA). This request must be submitted to the Title IX Coordinator within 10 business days after receipt of the Title IX Coordinator/Deputy Coordinator's Notice of Decision. In the event a student victim and/or complainant or a student respondent does not appeal within the required 10 business day period, the decision of the Title IX Coordinator and/or Deputy Coordinator will be final.

Note: If the victim and/or complainant or respondent is an employee, then any employee misconduct appeal procedures are as outlined in other applicable policies, including grievance procedure.

The appeal request must be typewritten, must indicate if the requestor wishes to appear in person before the AA, and must state the grounds for appeal. Appeals must be made on the basis of one or more of the following grounds:

1. Procedural error was committed.
2. The finding of facts contained in the decision included inaccurate information.
3. Specific evidence considered during the investigation is objectionable.
4. Evidence not offered during the investigation is now available. In such cases, the new evidence must be described.
5. The sanction imposed is lenient, excessive or otherwise inappropriate.

Within 10 business days after receipt of the appeal request, the Title IX Coordinator or his/her designee will decide whether to grant the appeal based on whether the appeal meets one of the above enumerated grounds for appeal and shall send written notification to the respondent and the complainant stating:

1. That the appeal has been filed;
2. The specific reason for the appeal, including a copy of the written appeal document;

3. That they have the opportunity to submit additional relevant information and/or statements for review to the Title IX Coordinator within five (5) business days; and
4. The identity of the Appeal Authority:
 - a. If the accused is a student, the Appeal Authority shall be the Director of Human Resources.
 - b. If the accused is an employee, the Appeal Authority shall be the Director of Information & Communications Technology.

If the appeal is granted, the matter will be referred to the AA, and the Hearing Procedures for the AA set forth below will be followed. In the event of an appeal, the decision(s) of the AA will be final in all cases, other than for cases resulting in a recommendation for suspension or expulsion.

The Title IX Coordinator will ensure that the Appeal Authority is provided with the following materials: (a) the notice of complaint document; (b) the investigatory materials (including all interview recordings and tangible evidence considered by the investigator during the investigation); (c) the Notice of Decision; (d) the Notice of Appeal; and (e) any documents/statement provided to the Notice of Appeal. These materials comprise the "Record on Appeal."

The Appeal Authority will review the Record on Appeal for one or more of the following purposes:

1. To assess whether a material deviation from written procedures impacted the fairness of the investigation;
2. To determine whether the decision was supported by substantial evidence;
3. To determine whether the sanction(s) imposed were appropriate for the violation of Policy;
4. To consider new information, sufficient to alter a decision not brought out in the original hearing because such information and/or facts were not known to the person appealing at the time of the original hearing.

B. Establishment of the Standing Appeal Authority

The Appeal Authority may make recommendations on appropriate disciplinary cases referred to it or appealed to it by student victims, complainants and/or students who are the subject of disciplinary actions involving disciplinary suspension and expulsion. The AA will be established each fall and each member shall receive training as required by law. It will be composed of the following persons to be appointed by the CEO:

_____ Director of Human Resources, Tara Buerster

_____ Alternate: Director of Information & Communications Technology, Alex Cline

None of the above-named persons may sit in any case in which they have a direct personal interest or played a role in the underlying investigation. Note that when cases involve employees, the AA will be the Director of Information & Communications Technology. The CEO may appoint interim members as required.

C—Hearing Procedures for the Appeal Authority

1. The hearing will be closed to the public.
2. The victim and/or complainant and respondent shall each be entitled to appear in person with an advisor (as defined above) and present his/her case to the AA, and call witnesses in his/her behalf.
When requested by the victim, the AA shall make arrangements so that the victim and respondent do not have to be in the same room at the same time (such as by arranging for participation via videophone, closed circuit television, video conferencing, or other means).
3. The hearing will begin with a presentation by the Title IX Coordinator/Deputy Coordinator of his/her determination, followed by a presentation by the appellant. The appellee may present his/her case as well.
4. The Title IX Coordinator/Deputy Coordinator, appellant and appellee may present information in oral and written form, by witnesses and/or through documents. The parties will be given an opportunity to question witnesses. However, the complainant and the respondent may not directly cross examine one another, but may, at the discretion and direction of the individual or individuals resolving the complaint, suggest questions to be posed by the individual or individuals resolving the complaint and respond to the other party.
5. The AA reserves the right to hear the testimony of witnesses separately, so that the witnesses will not hear each other's testimonies.
6. Pertinent and relevant information will be reviewed by the AA without regard for the legal rules of evidence.
7. The Title IX Coordinator/Deputy Coordinator, appellant and appellee may make closing statements at the conclusion of the hearing on both the issue of misconduct and the issue of the recommended discipline.
8. An audio recording of the proceedings will be created and a record will be made available to either party upon request.
9. The AA will render its written decision within 7 business days after the hearing, absent extenuating circumstances. The decision will be to affirm, reverse or modify the Title IX Coordinator/Deputy Coordinator's determination as to the violation of Policy and the sanction imposed (if any).
10. If a student respondent is found not to have engaged in Sexual Misconduct in violation of Policy, and if coursework has been missed as a direct result of the action taken against the student respondent, appropriate action will be taken to assist the student respondent in completing the course(s).
11. In all cases other than suspension or expulsion, the decision of the AA is final.
12. If the decision of the AA is to suspend or expel the student respondent, that decision will be transmitted to the Chief Academic Officer. The student respondent will then have two business weeks after the decision to appeal pursuant to the standard student grievance procedure. The appeal/grievance will consist of the student respondent's written statement of disagreement with the decision and argument for reversal, relevant documentation and the recording or transcript of the AA hearing. Upon further advancement of a grievance, relevant information will be reviewed before making a decision to uphold the suspension or expulsion or to take other appropriate action.

Training, Prevention and Education

A. For Students and Employees

IECC will provide ongoing awareness and prevention training programs to ensure students and employees are provided substantive opportunities to learn about sexual misconduct including primary prevention, bystander intervention, risk reduction, consent, reporting methods, relevant policies and procedures, retaliation, survivor strategies, the impact of trauma relevant definitions, and other pertinent topics. Students will also receive a copy of the Preventing Sexual Misconduct Policy and the related protocols.

B. For Employees

1. IECC will provide 8-10 hours of annual survivor-centered and trauma-informed training to employees involved in: the receipt of a report of a student sexual violence, referral or provision of services to a survivor, or any campus complaint resolution procedure for all forms of Sexual Misconduct. Such employees include the Sexual Misconduct Investigators, Title IX Coordinator, Deputy Title IX Coordinators, and Appeal Authorities.
2. IECC will provide all employees that are classified as Responsible Employees with annual training on primary prevention, bystander intervention, risk reduction, consent, reporting obligations, investigation procedures, confidentiality requirements, relevant policies and procedures, retaliation, the impact of trauma, relevant definitions, and other pertinent topics.
3. IECC will provide confidential advisors with periodic training on the District administrative processes, interim protective measures, and complaint resolution procedures.

The Title IX Coordinator will annually review training offerings to identify ways in which to enhance its effectiveness.

Publication

The following will be prominently published on the District website, updated regularly and made available: the comprehensive Policy; student notification of rights, contact information for Title IX Coordinator and Deputy Coordinators; confidential resources and advisors and counseling services; and an explanation of responsibilities of Title IX coordinators, Responsible Employees and mandated reporters.

Task Force

The Board, through its CEO, will also establish a campus-wide task force or participate in a regional task force focused on improving coordination between community leaders and service providers to prevent Sexual Misconduct.

1. The task force shall meet a minimum of twice per year for the purpose of discussing and improving upon the following areas: best practices as they relate to prevention, awareness, education, and response to Sexual Misconduct; IECC's comprehensive Policy

and procedures; and collaboration and information sharing among IECC, community-based organizations, and law enforcement.

2. The task force shall consist of individuals, including campus staff, faculty, and students. Individuals from the following entities should be invited to serve on the task force: a community-based sexual assault crisis center; a community-based domestic violence agency; local law enforcement; and the local State's Attorney's Office.
3. The task force shall receive annual training on awareness and prevention of Sexual Misconduct; IECC's comprehensive Policy on Sexual Misconduct; the provisions of federal and state law concerning survivors of Sexual Misconduct; survivor-centered responses and the role of community advocates; the role and function of each member on the task force for the purpose of ensuring a coordinated response to reported incidences of Sexual Misconduct; and trauma-informed responses to Sexual Misconduct.

Reporting

The Board, through its CEO will comply with all reporting requirements established pursuant to the Illinois Board of Higher Education Act, the Preventing Sexual Violence in Higher Education Act, and the Clery Act.

Notification of Rights and Options

A victim of Sexual Misconduct has a right to report (or not report) the incident to Illinois Eastern Community Colleges.

Reporting to IECC

If you choose to make a report the following individuals will receive the report, will investigate and resolve the matter pursuant to Policy. IECC respects the sensitive nature of such complaints and the privacy of victims of Sexual Misconduct but cannot guarantee complete confidentiality in meeting its responsibility to investigate and address the report. Any of these individuals will help a victim notify law enforcement of an incident, although it is the victim's choice whether or not to make such a report.

- A. The Title IX Coordinator is: Luke Harl, Program Director of Grants & Compliance, 320 East North Avenue, Noble, IL 62686, 618-393-7508, harll@iecc.edu.
- B. The Deputy Title IX Coordinators are:

<u>Frontier Comm. College</u>	<u>Lincoln Trail College</u>	<u>Olney Central College</u>	<u>Wabash Valley College</u>
Jan Wiles	Julie Higginbotham	Andi Pampe	Steve Patberg
Assistant Dean of Student Services	Assistant Dean of Student Services	Assistant Dean of Student Services	Assistant Dean of Student Services
2 Frontier Drive	11220 State Highway 1	305 North West Street	2200 College Drive,
Fairfield, IL 62837 618-847-9133	Robinson, IL 62454 618-546-2252	Olney, IL 62450 618-393-3305	Mt. Carmel, IL 62863 618-263-5535
or 877-464-3687		or 866-622-4322	

wilesj@iecc.edu

or 866-582-4322

pampea@iecc.edu

or 866-982-4322

higginbothamj@iecc.edu

patbergs@iecc.edu

C. Electronic/Anonymous reporting: <https://www.iecc.edu/e4/forms/svcf/default.php>

D. Additional Non-Confidential Resources On-Campus:

<u>Frontier Comm. College</u>	<u>Lincoln Trail College</u>	<u>Olney Central College</u>	<u>Wabash Valley College</u>
Faculty/Administrators/Supervisors	Faculty/Administrators/Supervisors	Faculty/Administrators/Supervisors	Faculty/Administrators/Supervisors
Athletic Director & Coaches	Athletic Director & Coaches	Athletic Director & Coaches	Athletic Director & Coaches
Student Group Advisors & Student Advisors	Student Group Advisors & Student Advisors	Student Group Advisors & Student Advisors	Student Group Advisors & Student Advisors

A. District Office, Human Resources Department (when an employee is involved): 618-393-2982, ext. 5521

Responsive Procedures:

Pursuant to Policy, IECC will investigate reports of Sexual Misconduct. A victim may request, and IECC will evaluate, interim protective measures to address victim safety, including obtaining and enforcing a no-contact order or order of protection. IECC does not issue such orders, but victims can contact local law enforcement agencies to secure a no-contact order or order of protection.

Upon receipt of a report of Sexual Misconduct, IECC will initiate a prompt, fair and thorough investigation through the Title IX Coordinator. The victim/complainant and respondent(s) will be afforded the opportunity to present information and witnesses, and IECC will make a good faith effort to contact and interview any witnesses identified by the parties, including those no longer at the College. IECC strictly prohibits retaliation against the complainant, respondent, or other witnesses.

Upon conclusion of the investigation, the Title IX or Deputy Title IX Coordinator will notify the victim/complainant of the determination and of any remedies offered or provided by IECC to the victim and any disciplinary sanctions on the respondent(s) that directly relate to the victim/complainant. A victim/complainant and a student respondent may utilize the appeal process provided by Policy upon conclusion of the investigation.

Confidential Options for Reporting:

The following confidential advisors have been identified to provide support to victims. These advisors are not required to report any information about an incident to the Title IX Coordinator without a victim's permission:

CAISA, Robinson, IL (serving Lincoln Trail, Olney Central, and Wabash Valley) _____ 618-544-9379

_____ After Hours Crisis Hotline: 866-288-4888

Additional Off-Campus Resources:

The following local health, mental health, counseling and advocacy services are available for victims. At a victim's request, IECC personnel identified above can assist victims in accessing these services.

- a. IECC Employee Assistance Program 1-855-775-4357 or www.rsli.acieap.com
- b. Illinois Coalition Against Sexual Assault: 217-753-4117 or www.icasa.org
- c. National Sexual Assault Hotline: 800-656-HOPE(4673); <https://www.rainn.org/get-help/national-sexual-assault-hotline>
- d. National Domestic Violence Help Line: 877-TO-END-DV (877-863-6338); http://www.cityofchicago.org/dam/city/depts/fss/supp_info/DV/MODVsafteycardEnglish.pdf
- e. AARDVARC—An Abuse, Rape and Domestic Violence Aid and Resource Collection at www.aardvarc.org
- f. The Illinois Coalition Against Domestic Violence: 217-789-2830; <http://www.ilcadv.org/about-icadv/contact.asp>
- g. Illinois Attorney General's Office: 1-800-228-3368; www.ag.state.il.us/victims/
- h. Illinois Crime Victims Bill of Rights 725 ILCS 120-1; <http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1970&ChapterID=54>
- i. Illinois Crime Victims Compensation Program: 800-228-3368; <http://www.ag.state.il.us/victims/cvc.html>
- j. Illinois Department of Children and Family Services: 800-25-ABUSE (800-252-2873); <http://www.state.il.us/dcf/index.shtml>

Frontier Comm. College

Fairfield Police—911
 Wayne Co. Sheriff—842-6631
 *Fairfield Memorial—842-2611
 303 NW 11th Street
 Fairfield, IL 62837-2601
 SAFE—244-9330
 Wayne Family Counseling
 —Regular Hours—842-2125
 —24 Hour Crisis—395-5026

Lincoln Trail College

Robinson Police—911
 Crawford Co. Sheriff—546-1515
 *Crawford Memorial—544-3131
 1000 N Allen Street
 Robinson, IL 62454
 CAISA—544-9379
 Crawford Family Counseling
 —Regular Hours—546-1021
 —24 Hour Crisis—395-5026

Olney Central College

Olney Police—911
 Richland Co. Sheriff—395-7481
 *Carle Richland Memorial—395-2131
 800 E. Locust Street
 Olney, IL 62450
 CAISA—544-9379
 Richland Family Counseling
 —Regular Hours—395-4306
 —24 Hour Crisis—395-5026

Wabash Valley College

Mt. Carmel Police—911
 Wabash Co. Sheriff—262-4186
 *Wabash General—262-8621
 1418 College Drive
 Mt. Carmel, IL 62863
 CAISA—544-9379
 Depot Counseling
 —Regular Hours—263-4970

** Indicates health care options which provide rape kits and/or Sexual Assault Nurse Examiners. Seeking medical treatment also serves to preserve physical evidence of sexual violence.*

Appendix A

The following have been appointed by the Chief Executive Officer to receive and investigate allegations of sexual misconduct, sexual assault, domestic violence, dating violence, or stalking:

~~Frontier Community College~~ ~~Megan Black~~

~~2 Frontier Drive~~ ~~Eric Resor~~

~~Fairfield, IL 62837~~

~~Phone: (618) 842-3711~~

~~Lincoln Trail College~~ ~~Tyler Browning~~

~~11220 State Highway 1~~ ~~Rena Gower~~

~~Robinson, IL 62454~~

~~Phone: (618) 544-8657~~

~~Olney Central College~~ ~~Linda Horn~~

~~305 North West Street~~ ~~Doug Shipman~~

~~Olney, IL 62450~~

~~Phone: (618) 395-7777~~

~~Wabash Valley College~~ ~~Kalie Naas~~

~~2200 College Drive~~ ~~John Day~~

~~Mt. Carmel, IL 62863~~

~~Phone: (618) 262-8641~~

~~Workforce Education~~ ~~Laurel Taylor~~

~~John A. Logan College~~ ~~Kim Underwood~~

~~Cartersville, IL 62918~~

~~Phone: (618) 985-3741~~

~~District Office~~ ~~Bonnie Chaplin~~

~~233 East Chestnut Street~~ ~~Alex Cline~~

~~Olney, IL 62450~~

~~Phone: (618) 393-2982~~

The Chief Executive Officer shall update Appendix A as necessary.

PREVENTING SEXUAL MISCONDUCT POLICY (100.31)

I. Policy Statement

Illinois Eastern Community Colleges District #529 is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and other misconduct on the basis of sex, which includes sexual orientation and gender-related identity. The College prohibits all forms of sex-based misconduct, including but not limited to sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking. The College also prohibits discrimination and harassment on the basis of sex, sexual orientation, gender-related identity and expression, pregnancy, and parental status under its Nondiscrimination Policy (100.8).

It is the policy of Illinois Eastern Community Colleges to comply with Title IX of the *Education Amendments of 1972* (“Title IX”), the *Violence Against Women Reauthorization Act* (“VAWA”), Title VII of the *Civil Rights Act of 1964* (“Title VII”), the *Illinois Human Rights Act*, the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (“Clery Act”), the *Preventing Sexual Violence in Higher Education Act*, and all other applicable laws and local ordinances regarding unlawful sex-based discrimination, harassment or other misconduct.

Individuals found to have engaged in prohibited sex-based misconduct will be subject to disciplinary action, up to and including termination and/or expulsion from the College.

II. Title IX Compliance

As required under Title IX, the College does not discriminate on the basis of sex in the education program or activity that it operates. This requirement not to discriminate extends to admission and employment.

The College has designated the Program Director of Grants and Compliance as the Title IX Coordinator, who is responsible for coordinating the College’s efforts to comply with its responsibilities under Title IX. Inquiries about the application of Title IX and 34 C.F.R. Part 106 may be directed to the College’s Title IX Coordinator, the Assistant Secretary for Civil Rights at the United States Department of Education, or both.

III. Retaliation Prohibited

Any form of retaliation, including intimidation, threats, harassment and other adverse action taken or threatened against any complainant or person reporting sex discrimination, sexual harassment or other sex-based misconduct, or against any person cooperating in the investigation of allegations of sex-based misconduct (including testifying, assisting or participating in any manner in an investigation), is strictly prohibited.

IV. Implementing Procedures

The College will establish, maintain and publish procedures implementing this Policy, which set forth:

- The scope and jurisdiction of the College’s prohibition on sex-based misconduct;

- Definitions of prohibited conduct;
- Responsibilities of and contact information for the College's Title IX Coordinator(s) and the Department of Human Resources;
- Options for assistance following an incident of sex-based discrimination, harassment or other misconduct;
- Procedures for reporting and confidentially disclosing alleged sex-based misconduct, including a mechanism for reporting and independent review of allegations against one elected official by another elected official;
- The College's response to reports of alleged sex-based misconduct;
- The College's grievance process for complaints alleging Title IX sexual harassment and/or alleging sexual violence, domestic violence, dating violence, or stalking;
- Prevention and education programming provided to College students; and
- Training and education provided to the Title IX Coordinator, Deputy Title IX Coordinators, Title IX investigators, and anyone else involved in the receipt of reports of, responding to, investigating or adjudicating alleged incidents of sexual discrimination, harassment or other misconduct, or involved in the referral or provision of services to survivors.

Agenda Item #7

**Policy Second Reading
None.**

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Acceptance of No Petition Certificate

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: August 18, 2020
RE: Acceptance of No Petition Certificate

The Board, at the regular board meeting on June 16, 2020, adopted a “Resolution of Intent to issue Alternate Revenue Bonds”. Following the adoption of that resolution, a “Notice of Intent to issue Alternate Revenue Bonds” was published on June 23, 2020, which began a petition period of 30 days following the publication of the notice.

The petition period for a request for a referendum on the District’s intent to issue Alternate Revenue Bonds expired on July 23, 2020, and Board Secretary Renee Smith now files with the Board a **No Petition Certificate** stating that no petition was filed requesting that the proposition be submitted to voters of this District.

I ask the Board’s acceptance of the attached No Petition Resolution.

RG/sc

Attachment

STATE OF ILLINOIS)
) SS
COUNTY OF RICHLAND)

NO PETITION CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees (the “*Board*”) of Illinois Eastern Community College District No. 529, counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “*District*”), and as such official I do further certify that pursuant to a resolution entitled:

RESOLUTION authorizing the issuance of Taxable General Obligation Bonds (Alternate Revenue Source) of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, in an aggregate principal amount not to exceed \$2,500,000 for community college purposes, pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended.

(the “*Resolution*”) duly adopted by the Board on the 16th day of June, 2020, notice of intention of the District to issue Alternate Revenue Bonds (the “*Notice*”) was published on the 23rd day of June, 2020, in the *Olney Daily Mail*, the same being a newspaper of general circulation in the District, and was not posted electronically on the District’s World Wide Web pages.

I do further certify that no petition has ever been filed in my office as Secretary of the Board, or has ever been presented to me as such official, requesting that the proposition to issue Alternate Revenue Bonds be submitted to the voters of the District, but that I provided a petition form regarding the same to every individual requesting one.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 18th day of August, 2020.

Secretary, Board of Trustees

Agenda Item #8B

Consideration and action on a Resolution providing for the issue of \$2,500,000 Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2020C, of the District, for community college purposes, the pledge of certain revenues to the payment of principal and interest on the bonds and the levy of a district annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and authorizing the sale of the bonds to the purchaser thereof.

MEMORANDUM

TO: Board of Trustees

DATE: August 18, 2020

FROM: Ryan Gower

RE: **Consideration and action on a Resolution providing for the issue of \$2,500,000 Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2020C, of the District, for community college purposes, the pledge of certain revenues to the payment of principal and interest on the bonds and the levy of a district annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and authorizing the sale of the bonds to the purchaser thereof.**

The District has carefully watched the State of Illinois finances during the COVID-19 pandemic. Following the declaration of a state-wide shut-down order, the State has seen its general revenues fall more than 23% over the prior year. Both Governor Pritzker and Comptroller Mendoza have been quoted as indicating drastic cuts would be necessary if federal aid is not realized for the fiscal year.

The Current tentative budget of the District has 44% of projected operating revenues coming from state sources. Should the State of Illinois move toward drastic cuts in its Fiscal Year 2021 budget, the Administration of the District strongly believes higher education will receive a significant cut in the budget as passed by the State.

To prepare for disruptions in State funding, the District began the process of issuing Alternate Revenue Source bonds on June 16, 2020 by passing a resolution of intent to issue General Obligation Bonds (Alternate Revenue Source) of the District for community college purposes. The attached Bond Resolution provides for the issuance of \$2,500,000 Taxable General Obligation Community College Bonds (Alternate Revenue Bonds), Series 2020C. The Board has published the required notice; and, more than thirty (30) days have passed since the date of publication; and, no petitions with the requisite number of valid signatures has been filed with the Secretary of the Board requesting that the question of the issuance of the Bonds be submitted to referendum; and, in accordance, with the provisions of the Bond Issue Notification Act of the State of Illinois, the Chairman of the Board, on the 16th day of June, 2020, ordered the calling of a public hearing for the 21st day of July, 2020, concerning the intent of the Board to sell the bonds in the amount not to exceed \$2,500,000; and, the Secretary of the Board published notice of the Hearing in the *Olney Daily Mail*, not less than 7 nor more than 30 days before the date of the hearing and posted at least 96 hours before the hearing a copy of said notice at the principal office of the Board; and, the hearing was held on the 21st day of July, 2020, and at the hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and the hearing was adjourned on the 21st day of July, 2020. The District will pledge tuition and fee revenues to repay the bonds on December 1 of each year commencing on December 1, 2021 and ending on December 1, 2028.

The Taxable General Obligation Community College Bonds (Alternate Revenue Bonds) will be immediately callable.

I ask that the Board approve the Resolution authorizing the issuance of \$2,500,000 Taxable General Obligation Community College Bonds (Alternate Revenue Bonds), Series 2020.

RG/akb
Attachment

MINUTES of a regular public meeting of the Board of Trustees of 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 at Olney Central College, 305 N. West Street, Olney, Illinois in said Community College District at 7:00 o'clock P.M., on the 18th day of August, 2020.

* * *

The meeting was called to order by the Chairman, and upon the roll being called, G. Andrew Fischer, the Chairman, and the following Trustees were physically present at said location: Brenda Culver, John D. Brooks, Barbara Shimer, Gary Carter, Alan Henager and Jan Ridgely and Sutton Dunn (non-voting student trustee).

The following trustees were allowed by a majority of the trustees of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: _____

No trustee was not permitted to attend the meeting by video or audio conference.

The following trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

The Chairman announced that a proposal had been received from _____, for the purchase of _____ Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2020C, to be issued by the District, for community college purposes, and that the Board of Trustees would consider the adoption of a resolution providing for the sale and issuance of said bonds, the pledge of certain revenues to the payment of principal and interest on the bonds and the levy of a direct annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment. The Chairman also summarized the pertinent terms of said proposal and said bonds, including the length of maturity, rates of interest, purchase price and tax levy for said bonds.

Whereupon Trustee _____ presented the following resolution, copies of which were made available to all in attendance at said meeting who requested a copy:

RESOLUTION providing for the issue of \$_____ Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2020C, of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, for community college purposes, the pledge of certain revenues to the payment of principal and interest on the bonds and the levy of a direct annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and authorizing the sale of the bonds to the purchaser thereof.

* * *

WHEREAS, Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the "*District*"), is a duly organized and existing Community College District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Public Community College Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the "*College Act*"); and

WHEREAS, the Board of Trustees of the District (the "*Board*") has determined that it is advisable, necessary and in the best interests of the District to finance the costs of community college purposes (the "*Purpose*"); and

WHEREAS, the estimated cost of the Purpose, including legal, financial, bond discount, capitalized interest, printing and publication costs and other expenses, is not less than \$_____, and there are insufficient funds on hand and lawfully available to pay such costs; and

WHEREAS, such costs will be paid for from the proceeds of alternate bonds (the "*Bonds*") authorized to be issued at this time pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Act*"); and

WHEREAS, it is necessary and for the best interests of the District that the Purpose be undertaken and in order to raise the funds required therefor it will be necessary for the District to borrow \$_____ and in evidence thereof to issue the Bonds, being general obligation bonds payable from tuition, student fees state aid and any other lawfully available funds of the District (the “*Pledged Revenues*”), in an aggregate principal amount of \$_____, all in accordance with the Act; and

WHEREAS, the Purpose constitutes a lawful corporate purpose within the meaning of the Act; and

WHEREAS, the Board, on the 16th day of June, 2020, adopted a resolution (the “*Authorizing Resolution*”) authorizing the issuance of the Bonds, being general obligation bonds payable from the Pledged Revenues, as provided by the Act, in an amount not to exceed \$2,500,000; and

WHEREAS, the Authorizing Resolution, together with a notice in the statutory form (the “*Notice*”), was published in the *Olney Daily Mail*, the same being a newspaper of general circulation in the District, and an affidavit evidencing the publication of the Authorizing Resolution and the Notice has heretofore been presented to the Board and made a part of the permanent records of the Board; and

WHEREAS, more than thirty (30) days have expired since the date of publication of the Authorizing Resolution and Notice, and no petition with the requisite number of valid signatures thereon has been filed with the Secretary of the Board requesting that the question of the issuance of the Bonds be submitted to referendum; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the Chairman of the Board, on the 16th day of June, 2020, ordered the calling of a public hearing (the “*Hearing*”) for the 21st day of July, 2020, concerning

the intent of the Board to sell the Bonds in the amount of not to exceed \$2,500,000 for the Purpose; and

WHEREAS, the Secretary of the Board (i) published notice of the Hearing at least once in the *Olney Daily Mail*, the same being a newspaper of general circulation in the District, not less than 7 nor more than 30 days before the date of the Hearing and (ii) posted at least 96 hours before the Hearing a copy of said notice at the principal office of the Board; and

WHEREAS, the Hearing was held on the 21st day of July, 2020, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 21st day of July, 2020, and not less than seven (7) days have passed since the final adjournment of the Hearing; and

WHEREAS, the Board is authorized to issue alternate bonds to the amount of \$2,500,000 in accordance with the provisions of the Act; and

WHEREAS, it is necessary and in the best interests of the District that \$_____ of said authorized sum be issued at this time; and

WHEREAS, the Bonds to be issued will be payable from the Pledged Revenues and the Pledged Taxes (as hereinafter defined); and

WHEREAS, the District has not heretofore issued bonds payable from the Pledged Revenues; and

WHEREAS, the Board hereby determines that the Pledged Revenues will provide in each year, an amount not less than 1.25 times debt service of the Bonds; and

WHEREAS, such determination is supported by the most recent audit of the District (the "*Audit*"), which Audit is for a fiscal year ending not earlier than 18 months previous to the time

of the issuance of the Bonds, has been presented to the Board and is now on file with the Secretary of the Board:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, as follows:

Section 1. Incorporation of Preambles; Acceptance of Audit. The Board hereby finds that all of the recitals contained in the preambles to this resolution are full, true and correct and does incorporate them into this resolution by this reference. The Audit has been and is hereby accepted and approved by the Board.

Section 2. Determination to Sell and Issue Bonds. It is hereby found and determined that the Board has been authorized by law to borrow the sum of \$2,500,000 upon the credit of the District and as evidence of such indebtedness to issue the Bonds of the District in said amount, the proceeds of the Bonds to be used for the Purpose, and it is necessary and for the best interests of the District that there be issued at this time \$_____ of the Bonds so authorized.

Section 3. Bond Details. There be borrowed on the credit of and for and on behalf of the District the sum of \$_____ for the purpose aforesaid; and that the Bonds shall be issued in said amount and shall be designated "Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2020C." The Bonds shall be dated _____, 2020, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$250,000 each and authorized integral multiples of \$5,000 in excess thereof (but no single Bond shall represent installments of principal maturing on more than one date), shall be numbered and upward, and the Bonds shall become due and payable (subject to prior redemption as hereinafter set forth) on September 1, 2028.

The Bonds shall bear interest from their date of delivery at a rate of ____% per annum until September 1, 2021. The interest rate shall be adjusted on September 1, 2021, and on each September 1 thereafter, to a rate per annum equal to the greater of 13.5% per annum or 200% of the rate for the most recent date shown in the 20 G.O. Bonds Index of average municipal bond yields as published in the most recent edition of *The Bond Buyer*, published in New York (or any successor publication or index, or if such successor publication or index is no longer published then any index of long-term municipal tax-exempt bond yields then selected by the Board).

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of such Bonds is paid or duly provided for, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on March 1 and September 1 of each year, commencing on September 1, 2021.

Interest on each Bond shall be paid by check or draft of _____ (the "*Bond Registrar*"), as bond registrar and paying agent, payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of and premium, if any, on the Bonds shall be payable in lawful money of the United States of America at the principal corporate trust office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the Chairman and Secretary of the Board, and shall be registered, numbered and countersigned by the manual or facsimile signature of the Treasurer of the Board, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District for the Bonds and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this resolution. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

Section 4. Registration of Bonds; Persons Treated as Owners. The District shall cause books for the registration and for the transfer of the Bonds as provided in this resolution to be kept at the principal corporate trust office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District for the Bonds. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal corporate trust office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said principal corporate trust office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same

maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending on such interest payment date, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds, except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

Section 5. Redemption. (a) Optional Redemption. The Bonds shall be subject to redemption prior to maturity at the option of the District as a whole, or in part in integral multiples of \$5,000 in any order of their maturity as determined by the District (less than all of the Bonds of

a single maturity to be selected by the Bond Registrar), on any date, at the redemption price of par plus accrued interest to the redemption date.

(b) Mandatory Redemption. The Bonds are subject to mandatory redemption, in integral multiples of \$5,000 selected by lot by the Bond Registrar, at a redemption price of par plus accrued interest to the redemption date, on September 1 of the years and in the principal amounts as follows:

<u>YEAR</u>	<u>PRINCIPAL AMOUNT</u>
<u>2021</u>	
<u>2022</u>	
<u>2023</u>	
<u>2024</u>	
<u>2025</u>	
<u>2026</u>	
<u>2027</u>	
<u>2028</u>	

The principal amounts of Bonds to be mandatorily redeemed in each year may be reduced through the earlier optional redemption thereof, with any partial optional redemptions of such Bonds credited against future mandatory redemption requirements in such order of the mandatory redemption dates as the District may determine. In addition, on or prior to the 60th day preceding any mandatory redemption date, the Bond Registrar may, and if directed by the Board shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

(c) General. The Bonds shall be redeemed only in the principal amount of \$5,000 and integral multiples thereof, *provided*, however, that the amount of the Bonds outstanding for any maturity following any such redemption in part shall not be less than \$100,000. The District shall, at least forty-five (45) days prior to the redemption date (unless a shorter time period shall be satisfactory to the Bond Registrar) notify the Bond Registrar of such redemption date and of the

principal amount and maturity or maturities of Bonds to be redeemed. For purposes of any redemption of less than all of the outstanding Bonds of a single maturity, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the Bond Registrar from the Bonds of such maturity by such method of lottery as the Bond Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Bonds or portions thereof so that any \$5,000 Bond or \$5,000 portion of a Bond shall be as likely to be called for redemption as any other such \$5,000 Bond or \$5,000 portion. The Bond Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Bond Registrar shall promptly notify the District in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

Section 6. Redemption Procedure. Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Bond Registrar on behalf of the District by mailing the redemption notice by registered or certified mail at least five (5) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Bond Registrar.

All notices of redemption shall state:

- (1) the redemption date,
- (2) the redemption price,
- (3) if less than all outstanding Bonds are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed,

(4) that on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,

(5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the principal corporate trust office of the Bond Registrar, and

(6) such other information then required by custom, practice or industry standard.

Prior to any redemption date, the District shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity in the amount of the unpaid principal.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be cancelled and destroyed by the Bond Registrar and shall not be reissued.

Section 7. Form of Bonds. The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, "See Reverse Side for Additional Provisions", shall be omitted and paragraphs [6] through [13] shall be inserted immediately after paragraph [1]:

(Form of Bond — Front Side)

REGISTERED
No. _____

REGISTERED
\$ _____

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTIES OF RICHLAND, CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS, HAMILTON, JASPER, LAWRENCE,
WABASH, WAYNE AND WHITE

COMMUNITY COLLEGE DISTRICT No. 529

**TAXABLE GENERAL OBLIGATION COMMUNITY COLLEGE BOND
(ALTERNATE REVENUE SOURCE), SERIES 2020C**

See Reverse Side for
Additional Provisions

Initial Interest
Rate: _____%

Maturity
Date: _____, 20__

Dated
Date: _____, 20__

Registered Owner:

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “District”), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the rate of _____% per annum until September 1, 2021. The interest rate will be adjusted on September 1, 2021, and on each September 1 thereafter, to a rate per annum equal to the greater of 13.5% per annum or 200% of the rate for the most recent date shown in the 20 G.O. Bonds Index of average municipal bond yields as published in the most recent edition of *The Bond Buyer*, published in New York (or any successor publication or index,

or if such successor publication or index is no longer published then any index of long-term municipal tax-exempt bond yields then selected by the Board of Trustees of the District). Such interest shall be paid on March 1 and September 1 of each year, commencing September 1, 2021, until said Principal Amount is paid. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the principal corporate trust office of _____, as bond registrar and paying agent (the “*Bond Registrar*”). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on the 15th day of the month next preceding each interest payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the District are hereby irrevocably pledged.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the series of Bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of the Pledged Revenues and the Pledged Taxes to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity. The District is authorized to issue from time to time additional

obligations payable from the Pledged Revenues as permitted by law and to establish the lien priority thereof.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, by its Board of Trustees, has caused this Bond to be signed by the manual or duly authorized facsimile signatures of the Chairman and Secretary of said Board of Trustees, and to be registered, numbered and countersigned by the manual or duly authorized facsimile signature of the Treasurer thereof, all as of the Dated Date identified above.

Chairman, Board of Trustees

Secretary, Board of Trustees

Registered, Numbered
and Countersigned:

Treasurer, Board of Trustees

Date of Authentication: _____, 20__

CERTIFICATE
OF
AUTHENTICATION

Bond Registrar and Paying Agent:

This Bond is one of the Bonds described in the within mentioned resolution and is one of the Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2020C, of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois.

as Bond Registrar

By _____
Authorized Officer

[Form of Bond - Reverse Side]

COMMUNITY COLLEGE DISTRICT NO. 529

**COUNTIES OF RICHLAND, CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS, HAMILTON,
JASPER, LAWRENCE, WABASH, WAYNE AND WHITE AND STATE OF ILLINOIS**

**TAXABLE GENERAL OBLIGATION COMMUNITY COLLEGE BOND
(ALTERNATE REVENUE SOURCE), SERIES 2020C**

[6] This Bond is one of a series of Bonds issued by the District pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended (the “*Act*”), and the Public Community College Act of the State of Illinois, as amended (the “*College Act*”), to pay the costs of community college purposes and is authorized by a resolution adopted by the Board of Trustees of the District (the “*Board*”) on the 18th day of August, 2020 (the “*Bond Resolution*”), in all respects as provided by law.

[7] The Bonds are payable from (a) tuition, student fees, state aid and any other lawfully available funds of the District and (b) ad valorem taxes levied against all of the taxable property

in the District without limitation as to rate or amount, all in accordance with the provisions of the Act and the College Act. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the District are hereby irrevocably pledged.

[8] Bonds of the issue of which this Bond is one are subject to redemption prior to maturity at the option of the District as a whole, or in part in integral multiples of \$5,000 in any order of their maturity as determined by the District (less than all of the Bonds of a single maturity to be selected by lot by the Bond Registrar), on any date, at the redemption price of par plus accrued interest to the redemption date.

[9] The Bonds are subject to mandatory redemption, in integral multiples of \$5,000 selected by lot by the Bond Registrar, at a redemption price of par plus accrued interest to the redemption date, on September 1 of the years and in the principal amounts as follows:

<u>YEAR</u>	<u>PRINCIPAL AMOUNT</u>
<u>2021</u>	
<u>2022</u>	
<u>2023</u>	
<u>2024</u>	
<u>2025</u>	
<u>2026</u>	
<u>2027</u>	
<u>2028</u>	

[10] Notice of any such redemption shall be sent by registered or certified mail not less than five (5) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books of the District maintained by the Bond Registrar or at such other address as is furnished in writing by such registered owner to the Bond Registrar. When so called for redemption, this Bond will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.

[11] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal corporate trust office of the Bond Registrar in _____, but only in the manner, subject to the limitations and upon payment of the charges provided in the Bond Resolution, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[12] The Bonds are issued in fully registered form in the denomination of \$100,000 each and authorized integral multiples of \$5,000 in excess thereof. This Bond may be exchanged at the principal office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the Bond Resolution. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending on such interest payment date, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

[13] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto _____

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint _____

attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

Signature guaranteed: _____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Section 8. Sale of Bonds. The Bonds hereby authorized shall be executed as in this resolution provided as soon after the passage hereof as may be, and thereupon be deposited with the Treasurer of the Board, and be by said Treasurer delivered to _____ (the “Purchaser”), upon receipt of the purchase price therefor, the same being \$_____; the contract for the sale of the Bonds heretofore entered into is in all respects ratified, approved and confirmed, it being hereby found and determined that the Bonds have been sold at such a price and bear interest at such rates that neither the true interest cost (yield) nor the net interest rate received upon the sale of the Bonds exceed the maximum rate otherwise authorized by Illinois law; the contract for the sale of the Bonds is in the best interests of the District and that no person holding an office of the District either by election or appointment, holds any prohibited interest, either directly or indirectly, in his or her own name or in the name of any other person, association, trust or corporation, in the contract for the sale of the Bonds; the surety bond executed by the Treasurer in connection with the issuance of the Bonds as required by Section 3-19 of the Public Community College Act is hereby approved and shall be filed with the County Clerk of each county in which any part of the District is situated; and the Bonds before being issued shall be registered, numbered and countersigned by said Treasurer, such registration being made in a book provided for that purpose, in which shall be entered the record of the resolution authorizing the Board to borrow

said money and a description of the Bonds issued, including the number, date, to whom issued, amount, rate of interest and when due.

The use by the Purchaser of any preliminary term sheet or any final term sheet relating to the Bonds and before the Board at the time of the adoption hereof is hereby ratified, approved and authorized; the execution and delivery of said final term sheet is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the contract for the sales of the Bonds, this Resolution, said preliminary term sheet, said final term sheet and the Bonds.

Section 9. Alternate Revenue Source; Appropriation; Tax Levy. For the purpose of providing funds required to pay the interest on the Bonds promptly when and as the same falls due, and to pay and discharge the principal thereof at maturity, the District covenants and agrees with the purchasers and the owners of the Bonds that the District will budget and appropriate the Pledged Revenues for the payment of the Bonds, and subject to the provisions of Section 12 hereof, the District will deposit the Pledged Revenues into the Bond Fund (as hereinafter defined). The Pledged Revenues are hereby pledged to the payment of the Bonds, and the Board covenants and agrees to provide for, collect, budget, appropriate and apply the Pledged Revenues to the payment of the Bonds and the provision of not less than an additional .25 times debt service.

The District is authorized to issue from time to time additional obligations payable from the Pledged Revenues as permitted by law and to establish the lien priority thereof.

For the purpose of providing additional funds to pay the principal of and interest on the Bonds, there is hereby levied upon all of the taxable property within the District, in the years for which any of the Bonds are outstanding, a direct annual tax for each of the years while the Bonds or any of them are outstanding, in amounts sufficient for that purpose, and there be and there hereby is levied upon all of the taxable property in the District the following direct annual taxes (the "*Pledged Taxes*"):

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:
2020	for interest and principal up to and including _____, 20__
2021	for interest and principal
2022	for interest and principal
2023	for interest and principal

Interest or principal coming due at any time when there are insufficient funds on hand from the Pledged Taxes to pay the same shall be paid promptly when due from current funds on hand in advance of the collection of the Pledged Taxes herein levied; and when the Pledged Taxes shall have been collected, reimbursement shall be made to said funds in the amount so advanced.

The District covenants and agrees with the purchasers and the owners of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to collect the Pledged Revenues or to levy and collect the Pledged Taxes. The District and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues will be available and that the Pledged Taxes will be levied, extended and collected as provided herein and deposited in the Bond Fund.

Section 10. Filing with County Clerks. After this resolution becomes effective, a copy hereof, certified by the Secretary of the Board, shall be filed with the County Clerks of the Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, Illinois (the “County Clerks”); and the County Clerks shall in and for each of the years required, ascertain the rate percent required to produce the aggregate Pledged Taxes hereinbefore provided to be levied in each of said years; and the County Clerks shall extend the same for collection on the tax books in connection with other taxes levied in said years in and by the District for general community college purposes of the District; and in said years the Pledged Taxes shall be levied and collected by and for and on behalf of the District in like manner as taxes

for general community college purposes of the District for said years are levied and collected, and in addition to and in excess of all other taxes.

Section 11. Abatement of Pledged Taxes. Whenever in the discretion of the Board funds are or will be available to pay any principal of or interest on the Bond when due, so as to enable the abatement of the Pledged Taxes levied for the same, the Board, or the officers of the District acting with proper authority, shall direct the abatement of the Pledged Taxes by such amount, and proper notification of such abatement shall be filed with the County Clerks in a timely manner to affect such abatement.

Section 12. Bond Fund. There is hereby established a special fund of the District known as the “Alternate Bond and Interest Fund of 2020” (the “*Bond Fund*”) in connection with the issuance of the Bonds. The Pledged Revenues and the Pledged Taxes shall be set aside as collected and be deposited into the Bond Fund, which is a trust fund established for the purpose of carrying out the covenants, terms and conditions imposed upon the District by this resolution. The Bonds are secured by a pledge of all of the moneys on deposit in the Bond Fund, and such pledge is irrevocable until the Bonds have been paid in full or until the obligations of the District are discharged under this resolution. Notwithstanding the foregoing, if the Board determines that there are Pledged Revenues that will not be needed to either pay debt service on the Bonds or permit the abatement of the taxes herein levied, such Pledged Revenues are not required to be deposited into the Bond Fund or if such Pledged Revenues are on deposit therein, the same may at the direction of the Board and to the extent permitted by law, be transferred to another account or fund of the District.

Section 13. Use of Bond Proceeds. The principal proceeds of the Bonds are hereby appropriated for the purpose of paying the cost of the Purpose, and shall be ordered deposited into the _____ Fund of the District (the “*Purpose Fund*”), and any accrued interest

received on the sale of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and to that end, is hereby ordered deposited into the Bond Fund. The District and the Board hereby covenant that all of the proceeds of the Bonds shall be used in compliance with all of the requirements of the Act and the College Act. Interest received from the investment of the funds in the Purpose Fund shall be retained in the Purpose Fund for payment of costs of the Purpose or shall be deposited into the Bond Fund for payment of the Bonds on the interest payment date next after such interest is received or, to the extent permitted by law, transferred by the Board to such other fund of the District as the Board may designate. Interest received from the investment of the funds in the Bond Fund shall be retained in the Bond Fund for payment of the Bonds on the interest payment date next after such interest is received or, to the extent permitted by law, transferred by the Board to such other fund of the District as the Board may designate.

Section 14. List of Bondholders. The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

Section 15. Duties of Bond Registrar. If requested by the Bond Registrar, the Chairman and Secretary of the Board are authorized to execute the Bond Registrar's standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to give notice of redemption of Bonds as provided herein;
- (d) to cancel and/or destroy Bonds which have been paid at maturity or upon earlier redemption or submitted for exchange or transfer;

(e) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and

(f) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

Section 16. Provisions a Contract. The provisions of this Resolution shall constitute a contract between the District and the owners of the outstanding Bonds. All covenants relating to the Bonds and the conditions and obligations imposed by Section 15 of the Act are enforceable by any holder of the Bonds affected, any taxpayer of the District and the People of the State of Illinois acting through the Attorney General or any designee.

Section 17. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

Section 18. Repeal. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted August 18, 2020.

Chairman, Board of Trustees

Secretary, Board of Trustees

Trustee _____ moved and Trustee _____ seconded the motion that said resolution as presented be adopted.

After a full discussion thereof, the Chairman directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: Dr. G. Andrew Fischer, Brenda Culver, John D. Brooks, Barbara Shimer, Gary Carter, Alan Henager and Jan Ridgely.

The following Trustees voted NAY: _____

Whereupon the Chairman declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in full in the records of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF RICHLAND)

CERTIFICATION OF MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “Board”), and as such official am the keeper of the records and files of the Board.

I further certify that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the Board held on the 18th day of August, 2020, insofar as the same relates to the adoption of a resolution entitled:

RESOLUTION providing for the issue of \$_____ Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2020C, of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, for community college purposes, the pledge of certain revenues to the payment of principal and interest on the bonds and the levy of a direct annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment, and authorizing the sale of the bonds to the purchaser thereof.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College

Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 18th day of August, 2020.

Secretary, Board of Trustees

Agenda Item #8C

Approval of Publication for BINA Hearing

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: August 18, 2020
RE: Publication for Bond Issue Notification Act Hearing

The Board must conduct a public hearing on the intent to issue Funding Bonds for the purpose of paying claims against the District. Notice must be published prior to the hearing. The attached notice will be published no more than 30, and no less than 7 days prior to the hearing.

I ask the approval of the Board to publish the attached Notice of Hearing.

RG/sc

Attachment

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE BOARD OF TRUSTEES OF
ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT NO. 529, COUNTIES OF RICHLAND,
CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS, HAMILTON, JASPER, LAWRENCE,
WABASH, WAYNE AND WHITE AND STATE OF ILLINOIS
TO SELL \$2,500,000 FUNDING BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the "*District*"), will hold a public hearing on the 15th day of September, 2020, at 7:00 o'clock P.M. The hearing will be held in the Red Café, Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$2,500,000 for the purpose of paying claims against the District.

By order of the Board of Trustees of Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois.

DATED the 18th day of August, 2020.

Renee Smith
Secretary, Board of Trustees,
Illinois Eastern Community College District No.
529, Counties of Richland, Clark, Clay,
Crawford, Cumberland, Edwards, Hamilton,
Jasper, Lawrence, Wabash, Wayne and White
and State of Illinois

Agenda Item #8D

Appointment of Board Audit Committee

MEMORANDUM

To: Board of Trustees
From: Ryan Gower
DATE: August 18, 2020
RE: Appointment of Board Audit Committee

The Board Audit Committee is charged with oversight of the District's annual audit. The Committee meets with the District's auditors and makes a complete review of the Audit Report. Committee members then report to the Board and then the Board takes action on the District's required annual audit.

I recommend the board consider the appointment of Trustee John Brooks and Trustee Jan Ridgely to serve as members of the Audit Committee.

Agenda Item #8E
2020 Program Review

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: August 18, 2020
RE: 2020 Program Review Report

The IECC Program Review Report contains a detailed review of specific career and technical education programs and academic transfer disciplines based on quality, cost, and need.

During this year's review of programs and services, the colleges and the District reviewed fifteen career and technical education degrees and certificates as well as the academic discipline of humanities and fine arts. The academic support services review consisted of Counseling and Advising, Disability Services, and Libraries. The cross-disciplinary curriculum review included Adult Education, including English as a Second Language (ESL).

As a result of the District's program review, programs and services are continually reviewed with a focus on quality, cost, and need. Program review provides an opportunity to update curricula to accommodate changes in the field and identify resource needs as well as assess support services that contribute to academic programs and the achievement of IECC's mission.

Previously, a link to the IECC 2020 Program Review Report was sent to the Board. Printed copies of the 2020 Program Review will be available at the Board meeting.

The report was accepted by the Cabinet on August 5, 2020 and is due to the Illinois Community College Board by September 30, 2020.

I ask the Board's approval for submission of this report to the Illinois Community College Board.

RG/sc

Agenda Item #8F
Emergency Response Plans

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE August 18, 2020
RE: Emergency Response Plans 2020

Pursuant to the Campus Security Enhancement Act of 2008, each of the four IECC colleges annually review and update their Campus Emergency Plans to provide an organized plan to facilitate the safety of their students, faculty and staff. The plans outline each of the college's procedures for managing major emergencies and incidents that may threaten the health, safety and welfare of the campus community or disrupt its programs and activities.

The Emergency Response Plan for 2020 are compliant with both the Illinois Emergency Management Agency Act and the National Incident Management System (NIMS). The Emergency Response Plans are used as a guideline in conjunction with IECC policies, the Violence Prevention Plan, and established emergency procedures. Procedures for specific campus emergency scenarios have been developed for each college and are available on the IECC webpage at www.iecc.edu/emergency giving students, staff, faculty, and others easy access to safety guidelines in the event of an emergency.

Additionally, colleges must test their emergency response and evaluation procedures annually. The colleges have completed or scheduled the following drills in 2020-2021 to meet this requirement.

FCC	Fire Alarm Test	May 21, 2020
	Earthquake Drill	October 15, 2020
	Active Shooter Drill	November 18, 2020
LTC	Earthquake Drill	October 15, 2020
OCC	Emergency Plan Exercise	August 14, 2020
WVC	Fire Drill	July 15, 2020
	Earthquake Drill	October 15, 2020

The Emergency Response Plans were sent by email to the Board. I recommend the Board's acceptance of each of the Emergency Response Plans.

Agenda Item #8G

Violence Prevention Plan

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE August 18, 2020
RE: Violence Prevention Plan

In accordance with the Campus Security Enhancement Act of 2008, Illinois Eastern Community Colleges maintains a Violence Prevention Plan outlining the multi-disciplinary and multi-jurisdictional violence prevention strategies, including the utilization of a Threat Assessment and Behavioral Intervention Team (TABIT) with representatives from each college and the District Office.

Illinois Eastern Community Colleges is committed to ensuring the safety and security of its students, faculty, staff and visitors. The Violence Prevention Plan continues to provide guidelines which specifically address IECC's position on the prevention, reduction, and management of violence and addresses institutional responsibilities in the areas of educational awareness programs, reporting, and investigative guidelines.

The IECC Board of Trustees recognizes the importance of a college environment which is safe and free of crime. As outlined in the District's Campus Safety and Security Policy (500.17), Illinois Eastern Community Colleges prohibits any form of violence and appropriate disciplinary action will be enforced. Illinois Eastern continues to monitor and cooperate with law enforcement agencies in an effort to keep students and employees apprised of reported crimes and arrests of students and employees which occur in the community that may impact the safety of students and employees.

The focus of the Violence Prevention Plan is prevention. The Cabinet will continue to oversee and implement the Violence Prevention Plan. In the event that a violent act (assault, battery, weapons in the building, disturbances) is in the process of being committed, the colleges' Campus Emergency Plans provide a protocol for response. The Violence Prevention Plan has been updated to reflect current contact information and TABIT team members. The updated plan will be available to all IECC employees on the Intranet. A copy of the updated Violence Prevention Plan has been emailed to the Board of Trustees prior to the meeting.

I recommend the Board's acceptance of the updated IECC Violence Prevention Plan.

Agenda Item #8H

Waive Online Hybrid Course Fee

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: August 18, 2020

RE: Online/Hybrid Fee

The District currently has a fee for courses delivered online or through a hybrid delivery. The fee assessed is \$35 per course.

To prepare for a spike in COVID-19 cases after our Fall break, all courses are being built as a hybrid delivery for the Fall 2020 term. This will also allow students who are unable to attend class in-person due to COVID-19 to continue to participate in the course.

As COVID-19 has reduced the element of choice for many of the students of District 529, I ask the Board's approval to repeal the Online/Hybrid Course Fee for hybrid delivery courses only for the Fall 2020 term.

RG/akb

Agenda Item #8I

Late Fee for Unpaid Balances

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: August 18, 2020

RE: Late Fee for Unpaid Balances

For many years, the District has maintained a procedure that requires students to have paid in full, or establish and show effort toward paying in full, their account balance for the term. Students who do not meet this requirement are administratively dropped from the term and are unable to complete the academic term.

In consultation with student records, the college business officers, and surveying how other community colleges address non-payment, the Cabinet is proposing that the District establish a late fee of 5% on the unpaid balance at midterm, which would replace the administrative drop from the term. Students with unpaid balances will continue to have a hold placed on their account which would prevent future registration, access to transcripts, grades for term, and graduation. However, unpaid balances will not prevent a student from completing the current academic term.

I ask the Board's approval of this new fee on unpaid balances at midterm each term.

RG/akb

Agenda Item #8J

Board of Trustees Election

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: August 18, 2020
RE: Board of Trustees Election

Elections to the Board of Trustees will occur on April 6, 2021, and the Board needs to take official notice of the dates concerning that election.

September 22, 2020 is the first day to circulate nominating petitions. Nominating petitions must be signed by at least 50 voters or 10% of the voters residing within the College District, whichever is less.

December 14 to December 21, 2020, is the period for filing nominating petitions with the local election official.

April 6, 2021 is election of community college trustees at the consolidated election.

May 4, 2021, is the last day for community college Boards to conduct an organizational meeting for the seating of trustees elected at the April 6th election.

The IECC Board has three Trustees who have terms that are expiring. Those seats are currently held by G. Andrew Fischer, Jan Ridgely and Barbara Shimer. Trustees will be running for 6-year terms.

To conduct the election, the Board needs to appoint the Board Secretary as the official election official. The Board has also appointed an assistant election official to act in the absence of the Board Secretary and I would recommend that the Board appoint Lori Barger to this position.

I ask the Board's approval of the dates and terms open for election on April 6, 2021 and for the appointment of Board Secretary Renee Smith as the Election Official and the appointment of Lori Barger to be the Assistant Election Official.

Agenda Item #8K

Tentative Budget Fiscal Year 2021

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: August 18, 2020

RE: Fiscal Year 2021 Tentative Budget

Prior Board action required that the tentative budget be made available to the public by August 5th and mailed to the Board of Trustees. The tentative budget will remain available for public inspection through the scheduled September 15th Budget Hearing and Board meeting. Publication of the budget's availability and notice of the Public Hearing on the Budget was made in district newspapers.

The Fiscal Year 2021 tentative budget was sent to the Board of Trustees under separate cover. The tentative budget document represents the current and best judgment of the district administration relative to anticipated revenues for Fiscal Year 2021. Currently, the District is projecting overall revenues of \$37,733,562 and expenses of \$43,990,081. The budget contains plans for capital investments, deferred maintenance, program investment, and building expansion.

For the Operating Funds, the tentative budget shows revenues of \$30,200,361 and expenses of \$30,116,652. This represents a decrease of 7.7% in revenues from the prior year related to a realignment in expected revenues from tuition and fees and a 6.7% decrease in expenditures over the prior budget.

The tentative budget is based on information available at the time of publication. If new information becomes available, changes will be made to the final budget and those changes will be reviewed with the Board on September 15th prior to approval of a final budget.

As required by law, a Public Hearing on the Budget will be held on September 15, 2020 and following the hearing, a final budget will be presented to the Board for its approval.

I ask the Board of Trustees' approval of the tentative budget as presented.

RG/akb

Agenda Item #8L

Articulation Agreement with SIU-C

- A. AAS Radiography to BS Radiation Therapy Technology**
- B. AAS Radiography to BS Radiologic Sciences MRI/CT Specialization**
- C. AAS Radiography to BS Radiology Education Management**

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: August 18, 2020
RE: Program Articulation Agreement between IECC and Southern Illinois University
Carbondale

The following Program Articulation Agreement between IECC and Southern Illinois University Carbondale will allow IECC Associate in Applied Science (A.A.S.) in Radiography graduates who meet SIU Carbondale admission requirements to be considered for admission into SIU Carbondale's Bachelor of Science (B.S.) degree in Radiologic Sciences (RADS) Radiation Therapy Technology in the College of Applied Sciences and Arts.

This Program Articulation Agreement allows IECC and SIU Carbondale to form a cooperative relationship to better service IECC students by facilitating transfer, minimizing duplication of instruction and building on community college and university learning experiences.

The agreement shall be in effect as of the date upon approval of both parties and shall remain in effect for a period of five years. Either party may renew or extend this Agreement. This Agreement may be terminated by either party, with or without cause, upon 60 days advance written notice. No qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

I ask the Board's approval of this Program Articulation Agreement between IECC and SIU Carbondale.

RG/sc

Attachment

PROGRAM ARTICULATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGES
OLNEY, IL

AND

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
CARBONDALE, IL

In an effort to provide a continued, articulated higher education baccalaureate degree program that will build on community college and university learning experiences, and also eliminate duplication of instruction, this agreement is entered into this _____ day of _____ 2020 by and between Illinois Eastern Community Colleges and the Board of Trustees of Southern Illinois University on behalf of Southern Illinois University Carbondale.

I. TERM AND TERMINATION

- A. Term. This Agreement shall commence as of the Effective Date (or if no Effective Date is indicated upon the date the Agreement is fully executed by the Parties) and shall remain in effect for a period of five (5) years thereafter. The Parties may renew or extend this Agreement only by written instrument signed by the authorized representatives of each Party.
- B. Termination. This Agreement may be terminated by either Party, with or without cause, upon 60 days advance written notice. The Parties agree that no additional students shall be accepted into the program after a Party's receipt of any written notice of termination. No qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

II. TRANSFER REQUIREMENTS

- A. All graduates of Illinois Eastern Community Colleges with an Associate in Applied Science (A.A.S.) degree in Radiography and meeting SIU Carbondale admission requirements will be considered for admission into SIU Carbondale's Bachelor of Science (B.S.) degree in Radiologic Sciences (RADS) Radiation Therapy Technology in the College of Applied Sciences & Arts based upon the Department's enrollment criteria and space availability.

B. An Illinois Eastern Community College graduate receiving an A.A.S. in Radiography degree will be considered for admission to SIU Carbondale's Radiologic Sciences (RADS) Radiation Therapy Technology program if the following are met:

1. The student has earned a minimum of 71.5 semester hours transferable to SIU Carbondale
2. The student has earned an overall grade point average (GPA) of 2.0 or above (4.0 scale) for his or her collegiate work as calculated by SIU Carbondale's grading regulations
3. Confirmation by the SIU Carbondale College of Applied Sciences & Arts that the student has satisfactorily completed the following courses as part of the A.A.S in Radiography degree at Illinois Eastern Community Colleges:

- HEA 1225-3, *Introduction to Medical Terminology*
- LSC 2111-4, *Human Anatomy & Physiology I*
- LSC 2112-4, *Human Anatomy & Physiology II*
- RAD 1201-3.5, *Introduction to Rad & Patient Care*
- RAD 1204-4, *Radiographic Procedures I*
- RAD 1206-2, *Applied Clinical Radiology I*
- RAD 1209-4, *Radiographic Physics*
- RAD 1211-.5, *Radiography Orientation*
- RAD 1212-.5, *Rad Clinical Orientation*
- RAD 1219-2, *Radiographic Sectional Anatomy*
- RAD 1224-4, *Radiographic Procedures II*
- RAD 1226-2, *Applied Clinical Radiology II*
- RAD 1236-2, *Applied Clinical Radiology III*
- RAD 2201-2, *Advanced Imaging*
- RAD 2204-4, *Registry & Career Review*
- RAD 2221-4, *Radiographic Pathology*
- RAD 2222-4, *Image Production & Evaluation*
- RAD 2227-4, *Radiographic Procedures III*
- RAD 2228-4, *Radiation Biology & Protection*
- RAD 2246-3, *Applied Clinical Radiology IV*
- RAD 2256-3, *Applied Clinical Radiology V*
- ENG 1111-3, *Composition I*
- MATHEMATICS - 2 hours
- PSY 1101 -or- SOC 2101-3, *General Psychology -or- Principles of Sociology*

- C. Acceptance into the Capstone Option reduces the University Core Curriculum for the A.A.S. degree recipient in Radiography pursuing the B.S. in Radiologic Sciences (RADS) Radiation Therapy Technology at SIU Carbondale to 30 semester hours. This, along with taking the courses listed above as part of the A.A.S. degree makes it possible for the student to complete the B.S. in Radiologic Sciences (RADS) Radiation Therapy Technology at SIU Carbondale in approximately 63 additional semester hours beyond the A.A.S. degree.
- D. Illinois Eastern Community College students transferring to the Radiologic Sciences (RADS) Radiation Therapy Technology baccalaureate degree program at SIU Carbondale who have not completed all of his or her Associate in Applied Science degree requirements at Illinois Eastern Community Colleges will have their related coursework evaluated on a course-by-course basis by the appropriate SIU Carbondale department. These students will also not be eligible to receive the Capstone Option benefits and will be considered based upon the Department's enrollment criteria and space availability.
- E. Students will be required to complete a minimum of 42 senior institution hours at the 300-400 course level, with the last 30 such senior institution hours being at SIU Carbondale for residency purposes. Those students enrolled in an approved program delivered by SIU Carbondale Extended Campus will have completed the residency requirement for the University upon completion of all courses required by the program. All students will be required to complete at least 120 hours with an overall GPA of 2.0 on a 4.0 scale to receive a Bachelor of Science degree in Radiologic Sciences (RADS) Radiation Therapy Technology. Coursework may include University Core Curriculum as well as Radiologic Sciences (RAD) major courses.

III. COURSE DELIVERY

- A. Delivery of courses and programs will be based on mutual agreement between the parties (as specified in the SIU Carbondale program) provided there is a minimum class enrollment in each course adequate to meet expenses. Courses with inadequate enrollment may be subject to cancellation. SIU Carbondale shall notify Illinois Eastern Community Colleges of any cancellation due to inadequate enrollment.
- B. SIU Carbondale will perform registration and advisement counseling as needed to support the courses offered. SIU Carbondale will designate an individual(s) as a concurrent enrollment liaison to work in conjunction with Illinois Eastern Community Colleges and students as needed. Advisement about program

requirements will be provided by the academic college offering the courses/programs.

- C. SIU Carbondale will obtain all permission and approvals necessary to teach these courses in the State of Illinois.
 - D. SIU Carbondale reserves the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
 - E. This agreement permits students to enroll concurrently at SIU Carbondale and Illinois Eastern Community Colleges to complete the degree.
- IV. ILLINOIS EASTERN COMMUNITY COLLEGES DUTIES: ILLINOIS EASTERN COMMUNITY COLLEGES SHALL BE RESPONSIBLE FOR THE FOLLOWING OBLIGATIONS AND CONDITIONS:
- A. Subject to federal and state guidelines, Illinois Eastern Community Colleges will be considered the home institution for the purpose of processing Financial Aid until such time that the student either graduates or severs ties with Illinois Eastern Community Colleges.
 - B. Designate in writing a person or persons as point of contact between Illinois Eastern Community Colleges and SIU Carbondale on all matters relating to the courses delivered.
 - C. Reserve the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
 - D. Permit students to enroll concurrently at SIU Carbondale and Illinois Eastern Community Colleges to complete a degree.
- V. PROGRAM ARTICULATION COMMUNICATION
- A. An SIU Carbondale College of Applied Sciences & Arts, Radiologic Sciences (RADS) Radiation Therapy Technology representative will communicate

periodically with Illinois Eastern Community College personnel for radiography and degree planning purposes.

- B. Upon successful completion of all degree requirements, and following all policies and regulations stated in the program and SIU Carbondale guidelines, Illinois Eastern Community College students will be eligible to receive the Bachelor of Science degree in Radiologic Sciences (RADS) Radiation Therapy Technology, College of Applied Sciences & Arts, Southern Illinois University Carbondale.
- C. Should changes occur in course or program content, the institution making the change agrees to notify the other institution in writing so that this agreement can be re-evaluated. Notice of changes shall be given at least 45 days prior to the beginning of the semester when the change is implemented.
- D. The Parties acknowledge and agree that the terms of this Agreement may result in the disclosure of personally identifiable information from education records protected from disclosure and re-disclosure by the Family Educational Rights and Privacy Act of 1974 (“FERPA”). Accordingly, the Parties agree that all disclosures or redisclosures of such personally identifiable information shall be in accordance with FERPA. As used in this section, the terms “personally identifiable information” and “education records” shall have the meanings ascribed to them in 34 C.F.R. § 99.3.
- E. Indemnification:
 - 1. To the extent permitted by law and not inconsistent with the doctrine of sovereign immunity, SIU Carbondale shall indemnify and hold harmless Illinois Eastern Community Colleges, its agents and employees, from any claims, demands, or causes of action arising out of the negligent acts or omissions of SIU Carbondale, its agents or employees, in the performance of SIU Carbondale’s obligations under this Agreement.
 - 2. To the extent permitted by law, Illinois Eastern Community Colleges shall indemnify and hold harmless SIU Carbondale, its agents and employees, from any claims, demands, or causes of action arising out of negligent acts or omissions of the College, its agents or employees, in the performance of the College’s obligations under this Agreement.
- F. Reasonable efforts will be made to resolve problems with student(s) through discussions with the student’s program instructor, supervisor, and SIU Carbondale’s faculty members; however SIU Carbondale reserves the right to remove any student from enrollment at SIU Carbondale upon the determination that the student is unable or unwilling to fulfill the requirements of SIU

Carbondale's educational program and mission, including but not limited to the rules and regulations of Southern Illinois University Carbondale, the policies of the Board of Trustees of SIU Carbondale, and the SIU Carbondale Student Conduct Code. SIU Carbondale shall also have the right to withdraw any student from its education degree program in accordance with its academic requirements, including but not limited to unsatisfactory academic performance and/or social misconduct.

- G. Neither party will discriminate against any applicant or student in the nomination, selection, or training because of religion, race, sex, sexual orientation, creed, handicap, national origin, or age.
- H. Notices should be mailed to the following addresses by first class mail in order to fulfill any notice or revision of requirements under this Agreement:

For SIU Carbondale: Dr. Kevin Scott Collins, Director School of Allied Health
Southern Illinois University Carbondale
Applied Sciences & Arts
Mailcode 6615
Carbondale, IL 62901-6615
Phone: 618-453-8860
Email: kscollin@siu.edu

For IL Eastern Community Colleges: Dr. Ryan Gower, Chancellor
Interim Chief Academic Officer
233 East Chestnut
Olney, IL 62450
Phone: 618-393-2982
Email: gowerry@iecc.edu

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the Agreement is enforceable on behalf of and against each party as of the date written herein.

ILLINOIS EASTERN COMMUNITY COLLEGES

Dr. Ryan Gower, Chancellor
Illinois Eastern Community Colleges

Date

Dr. G. Andrew Fischer, Chairman, Board of Trustees
Illinois Eastern Community Colleges

Date

BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY

Dr. Meera Komaraju, Provost and Vice Chancellor
for Academic Affairs
for John Dunn, Interim Chancellor
Southern Illinois University Carbondale

Date



TRANSFER GUIDE

AAS Radiography Transferring into BS Radiologic Sciences Radiation Therapy Technology

Illinois Eastern Community College Courses			
AAS Radiography – 71.5 hours			
ENG 1111-3	Composition I	RAD 1219-2	Radiographic Sectional Anatomy
Course-2	Mathematics	RAD 1224-4	Radiographic Procedures II
PSY 1101/SOC 2101-3	General Psyc I/Prin Sociology	RAD 1226-2	Applied Clinical Radiology II
HEA 1225-3	Intro to Medical Terminology	RAD 1236-2	Applied Clinical Radiology III
LSC 2111-4	Human Anatomy & Physiology I	RAD 2201-2	Advanced Imaging
LSC 2112-4	Human Anatomy & Physiology II	RAD 2204-4	Registry & Career Review
RAD 1201-3.5	Intro to Rad & Patient Care	RAD 2221-4	Radiographic Pathology
RAD 1204-4	Radiographic Procedures I	RAD 2222-4	Image Production & Evaluation
RAD 1206-2	Applied Clinical Radiology I	RAD 2227-4	Radiographic Procedures III
RAD 1209-4	Radiographic Physics	RAD 2228-4	Radiation Biology & Protection
RAD 1211-.5	Radiography Orientation	RAD 2246-3	Applied Clinical Radiology IV
RAD 1212-.5	Rad Clinical Orientation	RAD 2256-3	Applied Clinical Radiology V
Southern Illinois University Carbondale Courses Capstone Option			
BS Radiologic Sciences (RADS) Radiation Therapy Technology Specialization – 63 hours			
CMST 101-3	Intro to Oral Communication	RAD 380-3	Physics of Radiation Therapy
Elective-3	Social Science Elective	RAD 390-2	Oncology Nursing
Elective-3	Humanities Elective	RAD 400-3	Radiation Dosimetry
Elective-3	Physical Science Elective	RAD 410-10	Radiation Therapy Clinical Internship I
Elective-3	Life Science Elective	RAD 420-2	Special Problems in Radiation Therapy
Elective-3	Fine Arts Elective	RAD 430-4	Radiation Therapy Clinical Internship II
Elective-3	Multicultural Elective	RAD 440-2	Seminar in Radiation Therapy
RAD 360-2	Fund of Radiation Therapy	Electives-11	Senior Institution Hours
RAD 370-3	Techs & Apps Radiation Therapy		
Total Hours to Bachelor Degree: 134.5 Hours			

Questions? Contact Us!

Salary Range: \$40,000-\$64,000

Possible Careers: Diagnostic Radiographer
Medical Sonographer
Radiation Oncology Tech
Radiation Therapist

Illinois Eastern Community College
Dr. Theresa Marcotte
Associate Dean of Nursing and Allied Health
P: 618-395-7777

Southern Illinois University Carbondale
Scott Collins
Director School of Allied Health
P: 618-453-8860
E: kscollin@siu.edu

Baccalaureate Degree Requirements

Each candidate for a bachelor's degree must complete the requirements listed:

Hour Requirements. Each student must complete at least 120 semester hours of credit. Each student must have at least 42 hours in courses that number 300 or above from a four-year institution.

Residence Requirements. Each student must complete the residence requirement by taking the last year, which is defined as 30 uninterrupted semester hours, or a total of 90 semester hours at SIU Carbondale.

Grade Point Average Requirements. Each student must have a C average for all work taken at SIU Carbondale. Some academic programs may require a higher graduating major GPA.

Dual Admission Program

The Dual Admission Program (DAP) allows baccalaureate-oriented students at eligible community colleges to benefit from pre-advisement for a chosen major at SIU Carbondale. The DAP addresses specific departmental requirements that a student may not automatically fulfill by completing their associate degree at their community college. Students apply to the DAP by completing the Application for Undergraduate Admission and indicating interest in the DAP. Students must have at least two semesters remaining at their community college to participate, [must select a participating SIU major](#), and [must attend an eligible community college](#). Students who apply for the DAP are provided a transfer plan that will guide them to the most direct route to their bachelor's degree, along with personalized contact with an SIU representative. Dual Admission Program students receive access to enroll in an online Dual Admission Program course, which connects students early to the University, its resources, and other transfer students.

Compact Agreement

SIU has recognized the Illinois regionally accredited community college transferable baccalaureate oriented Associate of Arts or Associate of Science degrees under the Compact Agreement since 1970. SIU will continue to recognize the baccalaureate oriented associate degree (A.A. or A.S. degree) under the Illinois Articulation Initiative as satisfying SIU University Core Curriculum (UCC). The Associate of Applied Science (A.A.S.), Associate in Engineering Science (A.E.S.), the Associate in General Studies (A.G.S.), and the Associate in Fine Arts (A.F.A.) are not covered under the Compact Agreement and do not carry the same benefits as the A.A. and A.S. degrees.

Degree Works

Degree Works is an easy-to-use, comprehensive, online degree audit tool specifically designed for students. The audit reflects program requirements from the Undergraduate Catalog measured against registration and transfer work to guide the degree audit function as it applies to the individual student. Once admitted to SIU Carbondale, you can run a Degree Works degree audit against your academic record by searching "Degree Works" in [SalukiNet](#).

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: August 18, 2020

RE: Program Articulation Agreement between IECC and Southern Illinois University
Carbondale

The following Program Articulation Agreement between IECC and Southern Illinois University Carbondale will allow IECC Associate in Applied Science (A.A.S.) in Radiography graduates who meet SIU Carbondale admission requirements to be considered for admission into SIU Carbondale's Bachelor of Science (B.S.) degree in Radiologic Sciences (RADS) Radiology Education/Management in the College of Applied Sciences and Arts.

This Program Articulation Agreement allows IECC and SIU Carbondale to form a cooperative relationship to better service IECC students by facilitating transfer, minimizing duplication of instruction and building on community college and university learning experiences.

The agreement shall be in effect as of the date upon approval of both parties, and shall remain in effect for a period of five years. Either party may renew or extend this Agreement. This Agreement may be terminated by either party, with or without cause, upon 60 days advance written notice. No qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

I ask the Board's approval of this Program Articulation Agreement between IECC and SIU Carbondale.

RG/sc

Attachment

PROGRAM ARTICULATION AGREEMENT

BETWEEN

ILLINOIS EASTERN COMMUNITY COLLEGES
OLNEY, IL

AND

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
CARBONDALE, IL

In an effort to provide a continued, articulated higher education baccalaureate degree program that will build on community college and university learning experiences, and also eliminate duplication of instruction, this agreement is entered into this _____ day of _____ 2020 by and between Illinois Eastern Community Colleges and the Board of Trustees of Southern Illinois University on behalf of Southern Illinois University Carbondale.

VI. TERM AND TERMINATION

- C. Term. This Agreement shall commence as of the Effective Date (or if no Effective Date is indicated upon the date the Agreement is fully executed by the Parties) and shall remain in effect for a period of five (5) years thereafter. The Parties may renew or extend this Agreement only by written instrument signed by the authorized representatives of each Party.
- D. Termination. This Agreement may be terminated by either Party, with or without cause, upon 60 days advance written notice. The Parties agree that no additional students shall be accepted into the program after a Party's receipt of any written notice of termination. No qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

VII. TRANSFER REQUIREMENTS

- F. All graduates of Illinois Eastern Community Colleges with an Associate in Applied Science (A.A.S.) degree in Radiography and meeting SIU Carbondale admission requirements will be considered for admission into SIU Carbondale's Bachelor of Science (B.S.) degree in Radiologic Sciences (RADS) Radiology

Education/Management in the College of Applied Sciences & Arts based upon the Department's enrollment criteria and space availability.

G. An Illinois Eastern Community College graduate receiving an A.A.S. in Radiography degree will be considered for admission to SIU Carbondale's Radiologic Sciences (RADS) Radiology Education/Management program if the following are met:

1. The student has earned a minimum of 71.5 semester hours transferable to SIU Carbondale
2. The student has earned an overall grade point average (GPA) of 2.0 or above (4.0 scale) for his or her collegiate work as calculated by SIU Carbondale's grading regulations
3. Confirmation by the SIU Carbondale College of Applied Sciences & Arts that the student has satisfactorily completed the following courses as part of the A.A.S in Radiography degree at Illinois Eastern Community Colleges:

- HEA 1225-3, *Introduction to Medical Terminology*
- LSC 2111-4, *Human Anatomy & Physiology I*
- LSC 2112-4, *Human Anatomy & Physiology II*
- RAD 1201-3.5, *Introduction to Rad & Patient Care*
- RAD 1204-4, *Radiographic Procedures I*
- RAD 1206-2, *Applied Clinical Radiology I*
- RAD 1209-4, *Radiographic Physics*
- RAD 1211-.5, *Radiography Orientation*
- RAD 1212-.5, *Rad Clinical Orientation*
- RAD 1219-2, *Radiographic Sectional Anatomy*
- RAD 1224-4, *Radiographic Procedures II*
- RAD 1226-2, *Applied Clinical Radiology II*
- RAD 1236-2, *Applied Clinical Radiology III*
- RAD 2201-2, *Advanced Imaging*
- RAD 2204-4, *Registry & Career Review*
- RAD 2221-4, *Radiographic Pathology*
- RAD 2222-4, *Image Production & Evaluation*
- RAD 2227-4, *Radiographic Procedures III*
- RAD 2228-4, *Radiation Biology & Protection*
- RAD 2246-3, *Applied Clinical Radiology IV*
- RAD 2256-3, *Applied Clinical Radiology V*
- ENG 1111-3, *Composition I*
- MATHEMATICS - 2 hours

- PSY 1101 -or- SOC 2101-3, *General Psychology -or- Principles of Sociology*

- H. Acceptance into the Capstone Option reduces the University Core Curriculum for the A.A.S. degree recipient in Radiography pursuing the B.S. in Radiologic Sciences (RADS) Radiology Education/Management at SIU Carbondale to 30 semester hours. This, along with taking the courses listed above as part of the A.A.S. degree makes it possible for the student to complete the B.S. in Radiologic Sciences (RADS) Radiology Education/Management at SIU Carbondale in approximately 63 additional semester hours beyond the A.A.S. degree.
- I. Illinois Eastern Community College students transferring to the Radiologic Sciences (RADS) Radiology Education/Management baccalaureate degree program at SIU Carbondale who have not completed all of his or her Associate in Applied Science degree requirements at Illinois Eastern Community Colleges will have their related coursework evaluated on a course-by-course basis by the appropriate SIU Carbondale department. These students will also not be eligible to receive the Capstone Option benefits and will be considered based upon the Department's enrollment criteria and space availability.
- J. Students will be required to complete a minimum of 42 senior institution hours at the 300-400 course level, with the last 30 such senior institution hours being at SIU Carbondale for residency purposes. Those students enrolled in an approved program delivered by SIU Carbondale Extended Campus will have completed the residency requirement for the University upon completion of all courses required by the program. All students will be required to complete at least 120 hours with an overall GPA of 2.0 on a 4.0 scale to receive a Bachelor of Science degree in Radiologic Sciences (RADS) Radiology Education/Management. Coursework may include University Core Curriculum as well as Radiologic Sciences (RAD) major courses.

VIII. COURSE DELIVERY

- F. Delivery of courses and programs will be based on mutual agreement between the parties (as specified in the SIU Carbondale program) provided there is a minimum class enrollment in each course adequate to meet expenses. Courses with inadequate enrollment may be subject to cancellation. SIU Carbondale shall notify Illinois Eastern Community Colleges of any cancellation due to inadequate enrollment.

- G. SIU Carbondale will perform registration and advisement counseling as needed to support the courses offered. SIU Carbondale will designate an individual(s) as a concurrent enrollment liaison to work in conjunction with Illinois Eastern Community Colleges and students as needed. Advisement about program requirements will be provided by the academic college offering the courses/programs.
 - H. SIU Carbondale will obtain all permission and approvals necessary to teach these courses in the State of Illinois.
 - I. SIU Carbondale reserves the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
 - J. This agreement permits students to enroll concurrently at SIU Carbondale and Illinois Eastern Community Colleges to complete the degree.
- IX. ILLINOIS EASTERN COMMUNITY COLLEGES DUTIES: ILLINOIS EASTERN COMMUNITY COLLEGES SHALL BE RESPONSIBLE FOR THE FOLLOWING OBLIGATIONS AND CONDITIONS:
- I. Subject to federal and state guidelines, Illinois Eastern Community Colleges will be considered the home institution for the purpose of processing Financial Aid until such time that the student either graduates or severs ties with Illinois Eastern Community Colleges.
 - J. Designate in writing a person or persons as point of contact between Illinois Eastern Community Colleges and SIU Carbondale on all matters relating to the courses delivered.
 - K. Reserve the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
 - L. Permit students to enroll concurrently at SIU Carbondale and Illinois Eastern Community Colleges to complete a degree.
- X. PROGRAM ARTICULATION COMMUNICATION
- E. An SIU Carbondale College of Applied Sciences & Arts, Radiologic Sciences (RADS) Radiology Education/Management representative will communicate

periodically with Illinois Eastern Community College personnel for radiography and degree planning purposes.

- F. Upon successful completion of all degree requirements, and following all policies and regulations stated in the program and SIU Carbondale guidelines, Illinois Eastern Community College students will be eligible to receive the Bachelor of Science degree in Radiologic Sciences (RADS) Radiology Education/Management, College of Applied Sciences & Arts, Southern Illinois University Carbondale.
- G. Should changes occur in course or program content, the institution making the change agrees to notify the other institution in writing so that this agreement can be re-evaluated. Notice of changes shall be given at least 45 days prior to the beginning of the semester when the change is implemented.
- H. The Parties acknowledge and agree that the terms of this Agreement may result in the disclosure of personally identifiable information from education records protected from disclosure and re-disclosure by the Family Educational Rights and Privacy Act of 1974 (“FERPA”). Accordingly, the Parties agree that all disclosures or redisclosures of such personally identifiable information shall be in accordance with FERPA. As used in this section, the terms “personally identifiable information” and “education records” shall have the meanings ascribed to them in 34 C.F.R. § 99.3.
- M. Indemnification:
 - 3. To the extent permitted by law and not inconsistent with the doctrine of sovereign immunity, SIU Carbondale shall indemnify and hold harmless Illinois Eastern Community Colleges, its agents and employees, from any claims, demands, or causes of action arising out of the negligent acts or omissions of SIU Carbondale, its agents or employees, in the performance of SIU Carbondale’s obligations under this Agreement.
 - 4. To the extent permitted by law, Illinois Eastern Community Colleges shall indemnify and hold harmless SIU Carbondale, its agents and employees, from any claims, demands, or causes of action arising out of negligent acts or omissions of the College, its agents or employees, in the performance of the College’s obligations under this Agreement.
- N. Reasonable efforts will be made to resolve problems with student(s) through discussions with the student’s program instructor, supervisor, and SIU Carbondale’s faculty members; however SIU Carbondale reserves the right to remove any student from enrollment at SIU Carbondale upon the determination

that the student is unable or unwilling to fulfill the requirements of SIU Carbondale's educational program and mission, including but not limited to the rules and regulations of Southern Illinois University Carbondale, the policies of the Board of Trustees of SIU Carbondale, and the SIU Carbondale Student Conduct Code. SIU Carbondale shall also have the right to withdraw any student from its education degree program in accordance with its academic requirements, including but not limited to unsatisfactory academic performance and/or social misconduct.

- O. Neither party will discriminate against any applicant or student in the nomination, selection, or training because of religion, race, sex, sexual orientation, creed, handicap, national origin, or age.
- P. Notices should be mailed to the following addresses by first class mail in order to fulfill any notice or revision of requirements under this Agreement:

For SIU Carbondale: Dr. Kevin Scott Collins, Director School of Allied Health
Southern Illinois University Carbondale
Applied Sciences & Arts
Mailcode 6615
Carbondale, IL 62901-6615
Phone: 618-453-8860
Email: kscollin@siu.edu

For IL Eastern Community Colleges: Dr. Ryan Gower, Chancellor
Interim Chief Academic Officer
233 East Chestnut
Olney, IL 62450
Phone: 618-393-2982
Email: gowerry@iecc.edu

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the Agreement is enforceable on behalf of and against each party as of the date written herein.

ILLINOIS EASTERN COMMUNITY COLLEGES

Dr. Ryan Gower, Chancellor
Illinois Eastern Community Colleges

Date

Dr. G. Andrew Fischer, Chairman, Board of Trustees
Illinois Eastern Community Colleges

Date

BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY

Dr. Meera Komaraju, Provost and Vice Chancellor
for Academic Affairs
for John Dunn, Interim Chancellor
Southern Illinois University Carbondale

Date



TRANSFER GUIDE

AAS Radiography Transferring into BS Radiologic Sciences Radiology

Illinois Eastern Community College Courses			
AAS Radiography – 71.5 hours			
ENG 1111-3	Composition I	RAD 1219-2	Radiographic Sectional Anatomy
Course-2	Mathematics	RAD 1224-4	Radiographic Procedures II
PSY 1101/SOC 2101-3	General Psyc I/Prin Sociology	RAD 1226-2	Applied Clinical Radiology II
HEA 1225-3	Intro to Medical Terminology	RAD 1236-2	Applied Clinical Radiology III
LSC 2111-4	Human Anatomy & Physiology I	RAD 2201-2	Advanced Imaging
LSC 2112-4	Human Anatomy & Physiology II	RAD 2204-4	Registry & Career Review
RAD 1201-3.5	Intro to Rad & Patient Care	RAD 2221-4	Radiographic Pathology
RAD 1204-4	Radiographic Procedures I	RAD 2222-4	Image Production & Evaluation
RAD 1206-2	Applied Clinical Radiology I	RAD 2227-4	Radiographic Procedures III
RAD 1209-4	Radiographic Physics	RAD 2228-4	Radiation Biology & Protection
RAD 1211-.5	Radiography Orientation	RAD 2246-3	Applied Clinical Radiology IV
RAD 1212-.5	Rad Clinical Orientation	RAD 2256-3	Applied Clinical Radiology V
Southern Illinois University Carbondale Courses Capstone Option			
BS Radiologic Sciences (RADS) Radiology Education/Management Specialization – 63 hours			
CMST 101-3	Intro to Oral Communication	RAD 415-3	Research Methods
Elective-3	Social Science Elective	RAD 425A-3	Readings in Radiology Education
Elective-3	Humanities Elective	RAD 425B-3	Readings in Radiology Management
Elective-3	Physical Science Elective	RAD 435-3	Problems Radiology Educ & Mgmt
Elective-3	Life Science Elective	RAD 480-3	The U.S. Health Care System
Elective-3	Fine Arts Elective	RAD 481-3	Organizational Beh HC Organizations
Elective-3	Multicultural Elective	RAD 482-3	Legal Aspects & Curr Issues Health Care
RAD 345-3	Intro Radiation & Diag Imaging	RAD 476-4	Research Project
RAD 355-3	Teach Strategies in Radiology	Electives-11	Senior Institution Hours
Total Hours to Bachelor Degree: 134.5 Hours			

Education/Management

Questions? Contact Us!

Salary Range: \$40,000-\$64,000

Possible Careers: Diagnostic Radiographer
Medical Sonographer
Radiation Oncology Tech
Radiation Therapist

Illinois Eastern Community College
Dr. Theresa Marcotte
Associate Dean of Nursing and Allied Health
P: 618-395-7777

Southern Illinois University Carbondale
Scott Collins
Director School of Allied Health
P: 618-453-8860
E: kscollin@siu.edu

Baccalaureate Degree Requirements

Each candidate for a bachelor's degree must complete the requirements listed:

Hour Requirements. Each student must complete at least 120 semester hours of credit. Each student must have at least 42 hours in courses that number 300 or above from a four-year institution.

Residence Requirements. Each student must complete the residence requirement by taking the last year, which is defined as 30 uninterrupted semester hours, or a total of 90 semester hours at SIU Carbondale.

Grade Point Average Requirements. Each student must have a *C* average for all work taken at SIU Carbondale. Some academic programs may require a higher graduating major GPA.

Dual Admission Program

The Dual Admission Program (DAP) allows baccalaureate-oriented students at eligible community colleges to benefit from pre-advisement for a chosen major at SIU Carbondale. The DAP addresses specific departmental requirements that a student may not automatically fulfill by completing their associate degree at their community college. Students apply to the DAP by completing the Application for Undergraduate Admission and indicating interest in the DAP. Students must have at least two semesters remaining at their community college to participate, [must select a participating SIU major](#), and [must attend an eligible community college](#). Students who apply for the DAP are provided a transfer plan that will guide them to the most direct route to their bachelor's degree, along with personalized contact with an SIU representative. Dual Admission Program students receive access to enroll in an online Dual Admission Program course, which connects students early to the University, its resources, and other transfer students.

Compact Agreement

SIU has recognized the Illinois regionally accredited community college transferable baccalaureate oriented Associate of Arts or Associate of Science degrees under the Compact Agreement since 1970. SIU will continue to recognize the baccalaureate oriented associate degree (A.A. or A.S. degree) under the Illinois Articulation Initiative as satisfying SIU University Core Curriculum (UCC). The Associate of Applied Science (A.A.S.), Associate in Engineering Science (A.E.S.), the Associate in General Studies (A.G.S.), and the Associate in Fine Arts (A.F.A.) are not covered under the Compact Agreement and do not carry the same benefits as the A.A. and A.S. degrees.

Degree Works

Degree Works is an easy-to-use, comprehensive, online degree audit tool specifically designed for students. The audit reflects program requirements from the Undergraduate Catalog measured against registration and transfer work to guide the degree audit function as it applies to the individual student. Once admitted to SIU Carbondale, you can run a Degree Works degree audit against your academic record by searching "Degree Works" in [SalukiNet](#).

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: August 18, 2020
RE: Program Articulation Agreement between IECC and Southern Illinois University
Carbondale

The following Program Articulation Agreement between IECC and Southern Illinois University Carbondale will allow IECC Associate in Applied Science (A.A.S.) in Radiography graduates who meet SIU Carbondale admission requirements to be considered for admission into SIU Carbondale's Bachelor of Science (B.S.) degree in Radiologic Sciences MRI/CT in the College of Applied Sciences and Arts.

This Program Articulation Agreement allows IECC and SIU Carbondale to form a cooperative relationship to better service IECC students by facilitating transfer, minimizing duplication of instruction and building on community college and university learning experiences.

The agreement shall be in effect as of the date upon approval of both parties, and shall remain in effect for a period of five years. Either party may renew or extend this Agreement. This Agreement may be terminated by either party, with or without cause, upon 60 days advance written notice. No qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

I ask the Board's approval of this Program Articulation Agreement between IECC and SIU Carbondale.

RG/sc

Attachment

PROGRAM ARTICULATION AGREEMENT
BETWEEN
ILLINOIS EASTERN COMMUNITY COLLEGES
OLNEY, IL

AND

SOUTHERN ILLINOIS UNIVERSITY CARBONDALE
CARBONDALE, IL

In an effort to provide a continued, articulated higher education baccalaureate degree program that will build on community college and university learning experiences, and also eliminate duplication of instruction, this agreement is entered into this _____ day of _____ 2020 by and between Illinois Eastern Community Colleges and the Board of Trustees of Southern Illinois University on behalf of Southern Illinois University Carbondale.

XI. TERM AND TERMINATION

- E. Term. This Agreement shall commence as of the Effective Date (or if no Effective Date is indicated upon the date the Agreement is fully executed by the Parties) and shall remain in effect for a period of five (5) years thereafter. The Parties may renew or extend this Agreement only by written instrument signed by the authorized representatives of each Party.
- F. Termination. This Agreement may be terminated by either Party, with or without cause, upon 60 days advance written notice. The Parties agree that no additional students shall be accepted into the program after a Party's receipt of any written notice of termination. No qualified student then-enrolled in the program shall be deprived the opportunity to complete the program requirements solely due to termination.

XII. TRANSFER REQUIREMENTS

- K. All graduates of Illinois Eastern Community Colleges with an Associate in Applied Science (A.A.S.) degree in Radiography and meeting SIU Carbondale admission requirements will be considered for admission into SIU Carbondale's Bachelor of Science (B.S.) degree in Radiologic Sciences (RADS) MRI/CT in the College of Applied Sciences & Arts based upon the Department's enrollment criteria and space availability.

L. An Illinois Eastern Community College graduate receiving an A.A.S. in Radiography degree will be considered for admission to SIU Carbondale's Radiologic Sciences (RADS) MRI/CT program if the following are met:

1. The student has earned a minimum of 71.5 semester hours transferable to SIU Carbondale
2. The student has earned an overall grade point average (GPA) of 2.0 or above (4.0 scale) for his or her collegiate work as calculated by SIU Carbondale's grading regulations
3. Confirmation by the SIU Carbondale College of Applied Sciences & Arts that the student has satisfactorily completed the following courses as part of the A.A.S in Radiography degree at Illinois Eastern Community Colleges:

- HEA 1225-3, *Introduction to Medical Terminology*
- LSC 2111-4, *Human Anatomy & Physiology I*
- LSC 2112-4, *Human Anatomy & Physiology II*
- RAD 1201-3.5, *Introduction to Rad & Patient Care*
- RAD 1204-4, *Radiographic Procedures I*
- RAD 1206-2, *Applied Clinical Radiology I*
- RAD 1209-4, *Radiographic Physics*
- RAD 1211-.5, *Radiography Orientation*
- RAD 1212-.5, *Rad Clinical Orientation*
- RAD 1219-2, *Radiographic Sectional Anatomy*
- RAD 1224-4, *Radiographic Procedures II*
- RAD 1226-2, *Applied Clinical Radiology II*
- RAD 1236-2, *Applied Clinical Radiology III*
- RAD 2201-2, *Advanced Imaging*
- RAD 2204-4, *Registry & Career Review*
- RAD 2221-4, *Radiographic Pathology*
- RAD 2222-4, *Image Production & Evaluation*
- RAD 2227-4, *Radiographic Procedures III*
- RAD 2228-4, *Radiation Biology & Protection*
- RAD 2246-3, *Applied Clinical Radiology IV*
- RAD 2256-3, *Applied Clinical Radiology V*
- ENG 1111-3, *Composition I*
- MATHEMATICS - 2 hours
- PSY 1101 -or- SOC 2101-3, *General Psychology -or- Principles of Sociology*

M. Acceptance into the Capstone Option reduces the University Core Curriculum for the A.A.S. degree recipient in Radiography pursuing the B.S. in Radiologic

Sciences (RADS) MRI/CT at SIU Carbondale to 30 semester hours. This, along with taking the courses listed above as part of the A.A.S. degree makes it possible for the student to complete the B.S. in Radiologic Sciences (RADS) MRI/CT at SIU Carbondale in approximately 63 additional semester hours beyond the A.A.S. degree.

- N. Illinois Eastern Community College students transferring to the Radiologic Sciences (RADS) MRI/CT baccalaureate degree program at SIU Carbondale who have not completed all of his or her Associate in Applied Science degree requirements at Illinois Eastern Community Colleges will have their related coursework evaluated on a course-by-course basis by the appropriate SIU Carbondale department. These students will also not be eligible to receive the Capstone Option benefits and will be considered based upon the Department's enrollment criteria and space availability.
- O. Students will be required to complete a minimum of 42 senior institution hours at the 300-400 course level, with the last 30 such senior institution hours being at SIU Carbondale for residency purposes. Those students enrolled in an approved program delivered by SIU Carbondale Extended Campus will have completed the residency requirement for the University upon completion of all courses required by the program. All students will be required to complete at least 120 hours with an overall GPA of 2.0 on a 4.0 scale to receive a Bachelor of Science degree in Radiologic Sciences (RADS) MRI/CT. Coursework may include University Core Curriculum as well as Radiologic Sciences (RAD) major courses.

XIII. COURSE DELIVERY

- K. Delivery of courses and programs will be based on mutual agreement between the parties (as specified in the SIU Carbondale program) provided there is a minimum class enrollment in each course adequate to meet expenses. Courses with inadequate enrollment may be subject to cancellation. SIU Carbondale shall notify Illinois Eastern Community Colleges of any cancellation due to inadequate enrollment.
- L. SIU Carbondale will perform registration and advisement counseling as needed to support the courses offered. SIU Carbondale will designate an individual(s) as a concurrent enrollment liaison to work in conjunction with Illinois Eastern Community Colleges and students as needed. Advisement about program requirements will be provided by the academic college offering the courses/programs.

- M. SIU Carbondale will obtain all permission and approvals necessary to teach these courses in the State of Illinois.
 - N. SIU Carbondale reserves the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
 - O. This agreement permits students to enroll concurrently at SIU Carbondale and Illinois Eastern Community Colleges to complete the degree.
- XIV. ILLINOIS EASTERN COMMUNITY COLLEGES DUTIES: ILLINOIS EASTERN COMMUNITY COLLEGES SHALL BE RESPONSIBLE FOR THE FOLLOWING OBLIGATIONS AND CONDITIONS:
- Q. Subject to federal and state guidelines, Illinois Eastern Community Colleges will be considered the home institution for the purpose of processing Financial Aid until such time that the student either graduates or severs ties with Illinois Eastern Community Colleges.
 - R. Designate in writing a person or persons as point of contact between Illinois Eastern Community Colleges and SIU Carbondale on all matters relating to the courses delivered.
 - S. Reserve the right to approve and edit all news releases, advertising and other public announcements and information pieces relating to the performance of this Agreement.
 - T. Permit students to enroll concurrently at SIU Carbondale and Illinois Eastern Community Colleges to complete a degree.
- XV. PROGRAM ARTICULATION COMMUNICATION
- I. An SIU Carbondale College of Applied Sciences & Arts, Radiologic Sciences (RADS) MRI/CT representative will communicate periodically with Illinois Eastern Community College personnel for radiography and degree planning purposes.
 - J. Upon successful completion of all degree requirements, and following all policies and regulations stated in the program and SIU Carbondale guidelines, Illinois Eastern Community College students will be eligible to receive the Bachelor of

Science degree in Radiologic Sciences (RADS) MRI/CT, College of Applied Sciences & Arts, Southern Illinois University Carbondale.

- K. Should changes occur in course or program content, the institution making the change agrees to notify the other institution in writing so that this agreement can be re-evaluated. Notice of changes shall be given at least 45 days prior to the beginning of the semester when the change is implemented.
- L. The Parties acknowledge and agree that the terms of this Agreement may result in the disclosure of personally identifiable information from education records protected from disclosure and re-disclosure by the Family Educational Rights and Privacy Act of 1974 (“FERPA”). Accordingly, the Parties agree that all disclosures or redisclosures of such personally identifiable information shall be in accordance with FERPA. As used in this section, the terms “personally identifiable information” and “education records” shall have the meanings ascribed to them in 34 C.F.R. § 99.3.
- U. Indemnification:
 - 5. To the extent permitted by law and not inconsistent with the doctrine of sovereign immunity, SIU Carbondale shall indemnify and hold harmless Illinois Eastern Community Colleges, its agents and employees, from any claims, demands, or causes of action arising out of the negligent acts or omissions of SIU Carbondale, its agents or employees, in the performance of SIU Carbondale’s obligations under this Agreement.
 - 6. To the extent permitted by law, Illinois Eastern Community Colleges shall indemnify and hold harmless SIU Carbondale, its agents and employees, from any claims, demands, or causes of action arising out of negligent acts or omissions of the College, its agents or employees, in the performance of the College’s obligations under this Agreement.
- V. Reasonable efforts will be made to resolve problems with student(s) through discussions with the student’s program instructor, supervisor, and SIU Carbondale’s faculty members; however SIU Carbondale reserves the right to remove any student from enrollment at SIU Carbondale upon the determination that the student is unable or unwilling to fulfill the requirements of SIU Carbondale’s educational program and mission, including but not limited to the rules and regulations of Southern Illinois University Carbondale, the policies of the Board of Trustees of SIU Carbondale, and the SIU Carbondale Student Conduct Code. SIU Carbondale shall also have the right to withdraw any student from its education degree program in accordance with its academic requirements,

including but not limited to unsatisfactory academic performance and/or social misconduct.

- W. Neither party will discriminate against any applicant or student in the nomination, selection, or training because of religion, race, sex, sexual orientation, creed, handicap, national origin, or age.
- X. Notices should be mailed to the following addresses by first class mail in order to fulfill any notice or revision of requirements under this Agreement:

For SIU Carbondale: Dr. Kevin Scott Collins, Director School of Allied Health
Southern Illinois University Carbondale
Applied Sciences & Arts
Mailcode 6615
Carbondale, IL 62901-6615
Phone: 618-453-8860
Email: kscollin@siu.edu

For IL Eastern Community Colleges: Dr. Ryan Gower, Chancellor
Interim Chief Academic Officer
233 East Chestnut
Olney, IL 62450
Phone: 618-393-2982
Email: gowerry@iecc.edu

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the Agreement is enforceable on behalf of and against each party as of the date written herein.

ILLINOIS EASTERN COMMUNITY COLLEGES

Dr. Ryan Gower, Chancellor
Illinois Eastern Community Colleges

Date

Dr. G. Andrew Fischer, Chairman, Board of Trustees
Illinois Eastern Community Colleges

Date

BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY

Dr. Meera Komarraju, Provost and Vice Chancellor
for Academic Affairs
for John Dunn, Interim Chancellor
Southern Illinois University Carbondale

Date



TRANSFER GUIDE

AAS Radiography Transferring into BS Radiologic Sciences MRI/CT

Illinois Eastern Community College Courses			
AAS Radiography – 71.5 hours			
ENG 1111-3	Composition I	RAD 1219-2	Radiographic Sectional Anatomy
Course-2	Mathematics	RAD 1224-4	Radiographic Procedures II
PSY 1101/SOC 2101-3	General Psyc I/Prin Sociology	RAD 1226-2	Applied Clinical Radiology II
HEA 1225-3	Intro to Medical Terminology	RAD 1236-2	Applied Clinical Radiology III
LSC 2111-4	Human Anatomy & Physiology I	RAD 2201-2	Advanced Imaging
LSC 2112-4	Human Anatomy & Physiology II	RAD 2204-4	Registry & Career Review
RAD 1201-3.5	Intro to Rad & Patient Care	RAD 2221-4	Radiographic Pathology
RAD 1204-4	Radiographic Procedures I	RAD 2222-4	Image Production & Evaluation
RAD 1206-2	Applied Clinical Radiology I	RAD 2227-4	Radiographic Procedures III
RAD 1209-4	Radiographic Physics	RAD 2228-4	Radiation Biology & Protection
RAD 1211-.5	Radiography Orientation	RAD 2246-3	Applied Clinical Radiology IV
RAD 1212-.5	Rad Clinical Orientation	RAD 2256-3	Applied Clinical Radiology V
Southern Illinois University Carbondale Courses Capstone Option			
BS Radiologic Sciences (RADS) MRI/CT Specialization – 63 hours			
CMST 101-3	Intro to Oral Communication	RAD 374-3	Sectional Anatomy & Imaging Apps
Elective-3	Social Science Elective	RAD 384-4	Magnetic Resonance Imaging Tech
Elective-3	Humanities Elective	RAD 394-3	MRI & CT Pathology
Elective-3	Physical Science Elective	RAD 404-10	MRI & CT Clinical Internship I
Elective-3	Life Science Elective	RAD 414-2	Special Studies in MRI & CT
Elective-3	Fine Arts Elective	RAD 424-4	MRI & CT Clinical Internship II
Elective-3	Multicultural Elective	RAD 434-2	Seminar in MRI & CT
RAD 364-3	Computed Tomography Tech	Electives-11	Senior Institution Hours
Total Hours to Bachelor Degree: 134.5 Hours			

Questions? Contact Us!

Salary Range: \$40,000-\$64,000

Possible Careers: Diagnostic Radiographer
Medical Sonographer
MRI/CT Technician
Radiation Therapist

Illinois Eastern Community College
Dr. Theresa Marcotte
Associate Dean of Nursing and Allied Health
P: 618-395-7777

Southern Illinois University Carbondale
Scott Collins
Director School of Allied Health
P: 618-453-8860
E: kscollin@siu.edu

Disclaimer: You are encouraged to use this transfer guide when planning your progress towards degree completion. Following a transfer guide does not guarantee admission into the listed program. Information is attempted to be kept current; however, any curriculum changes reflected in the Undergraduate Catalog override the information on this guide. Contact your Academic Advisor for assistance in interpreting this guide.

Baccalaureate Degree Requirements

Each candidate for a bachelor's degree must complete the requirements listed:

Hour Requirements. Each student must complete at least 120 semester hours of credit. Each student must have at least 42 hours in courses that number 300 or above from a four-year institution.

Residence Requirements. Each student must complete the residence requirement by taking the last year, which is defined as 30 uninterrupted semester hours, or a total of 90 semester hours at SIU Carbondale.

Grade Point Average Requirements. Each student must have a C average for all work taken at SIU Carbondale. Some academic programs may require a higher graduating major GPA.

Dual Admission Program

The Dual Admission Program (DAP) allows baccalaureate-oriented students at eligible community colleges to benefit from pre-advisement for a chosen major at SIU Carbondale. The DAP addresses specific departmental requirements that a student may not automatically fulfill by completing their associate degree at their community college. Students apply to the DAP by completing the Application for Undergraduate Admission and indicating interest in the DAP. Students must have at least two semesters remaining at their community college to participate, [must select a participating SIU major](#), and [must attend an eligible community college](#). Students who apply for the DAP are provided a transfer plan that will guide them to the most direct route to their bachelor's degree, along with personalized contact with an SIU representative. Dual Admission Program students receive access to enroll in an online Dual Admission Program course, which connects students early to the University, its resources, and other transfer students.

Compact Agreement

SIU has recognized the Illinois regionally accredited community college transferable baccalaureate oriented Associate of Arts or Associate of Science degrees under the Compact Agreement since 1970. SIU will continue to recognize the baccalaureate oriented associate degree (A.A. or A.S. degree) under the Illinois Articulation Initiative as satisfying SIU University Core Curriculum (UCC). The Associate of Applied Science (A.A.S.), Associate in Engineering Science (A.E.S.), the Associate in General Studies (A.G.S.), and the Associate in Fine Arts (A.F.A.) are not covered under the Compact Agreement and do not carry the same benefits as the A.A. and A.S. degrees.

Degree Works

Degree Works is an easy-to-use, comprehensive, online degree audit tool specifically designed for students. The audit reflects program requirements from the Undergraduate Catalog measured against registration and transfer work to guide the degree audit function as it applies to the individual student. Once admitted to SIU Carbondale, you can run a Degree Works degree audit against your academic record by searching "Degree Works" in [SalukiNet](#).

Agenda Item #9

Bid Committee Report

A. Lincoln Trail College Parking Lot Seal and Stripe

MEMORANDUM

TO: Board of Trustees

FROM: Bid Committee

DATE: August 18, 2020

RE: Lincoln Trail College Parking Lot Seal and Stripe

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

The Bid Committee recommends acceptance of the bid received from WEP Asphalt for a total of \$24,535.34.

Company	Total Bid
HSC Pavement Maintenance Albion, IL	\$29,067.80
WEP Asphalt Lawrenceville, IL	\$24,535.34
Woll's Asphalt LLC Marshall, IL	\$41,837.66

Respectfully submitted,

Ryan Gower

Ryan Hawkins

Renee Smith

Department: Lincoln Trail College – Operations & Maintenance.

Source of Funds: Facility Maintenance – 55070L-5070L-3400-701.

Rationale for Purchase: The proposal from WEP Asphalt was the lowest responsible bidder in conformity with the bid specifications.

The "Advertisement for Bids" was placed in the Robinson Daily News 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 the parking lot seal and striping at Lincoln Trail College shall be received at the office of the Owner: Illinois Eastern Community College District 529, 233 East Chestnut Street, Olney, IL 62450 until 10 a.m. local time, on Monday, August 10, 2020, 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 CONFERENCE

No pre-bid conference will be held for this project. Any questions regarding the project should be directed to Chris Ellington, Operations & Maintenance Lead at Lincoln Trail College at 618-544-8657, ext. 1353 or by e-mail at ellingtonc@iecc.edu.

METHOD OF BIDDING

Lump sum bids will be received for the following: Contract No. 1: Complete Contract.

Contract for cleaning, crack filling, sealing, and striping, at Lincoln Trail College, 11220 State Highway 1, Robinson, IL 62454.

Bids should include all items bid as one contract price. Completion of bid tabulation included is required.

PREPARATION OF BIDS

Bids shall be executed in accordance with attached forms and delivered in a sealed opaque envelope showing the bidders' name and address and the name of the project.

METHOD OF BID EVALUATION

Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

INSURANCE

Contractor of award will be asked to supply Certificate of Insurance with the following minimum coverages, naming Illinois Eastern Community Colleges as an additional insured:

- Commercial General Liability: \$1,000,000 each occurrence; \$1,000,000 general aggregate; \$1,000,000 aggregate for products-completed operations hazard
- Automobile Liability: \$1,000,000
- Employers' Liability: \$500,000 each accident; \$500,000 each employee; \$500,000 policy limit
- Umbrella Liability Coverage: \$1,000,000 limit

PREVAILING WAGE RATES

Contractors and subcontractors are notified that they are required to pay no less than the Illinois Department of Labor Prevailing Wage Standards set forth and approved by the Illinois Department of Labor. The Contractor of Award will be required to submit Certified Payroll Reports for the entire project.

SALES TAX

Retailers Occupational Sales Taxes are not applicable for this project.

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.

Illinois Eastern Community College District 529 is an Equal Opportunity Employer.

BID TABULATION

Specifications for LTC Parking Lot Seal and Striping

- 183,695 square feet of asphalt parking lot to be cleaned, crack filled and sealed
- 11,781 feet of lines to restripe
- 1,430 feet of curb to be power washed and repainted
- 10 handicap areas to be repainted
- 31 no parking areas to be repainted
- 2 fire lanes to be repainted
- 2 stop bars to be repainted

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO LINCOLN TRAIL COLLEGE, 11220 STATE HIGHWAY 1, ROBINSON, IL 62454. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

TOTAL BID \$ _____

APPROX. DELIVERY DATE _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

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

Agenda Item #10

District Finance

A. Financial Report

B. Approval of Financial Obligations

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
July 31, 2020**

FUND	BALANCE
Educational	\$7,645,726.44
Operations & Maintenance	\$1,351,285.48
Operations & Maintenance (Restricted)	\$3,507,549.66
Bond & Interest	\$734,008.28
Auxiliary	\$1,392,420.93
Restricted Purposes	(\$358,976.77)
Working Cash	\$3,411,900.69
Trust & Agency	\$538,286.17
Audit	\$2,415.22
Liability, Protection & Settlement	<u>\$598,902.61</u>
TOTAL ALL FUNDS	<u><u>\$18,823,518.71</u></u>

Respectfully submitted,

Ryan Hawkins, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Comparative Combined Balance Sheets - All Funds
July 31, 2020

	ALL FUNDS	
	Fiscal Year 2021	Fiscal Year 2020
ASSETS:		
CASH	\$ 18,823,519	\$ 9,052,583
IMPREST FUND	21,300	21,300
CHECK CLEARING	14,500	12,500
CDB PROJECT TRUST	153,045	76,363
INVESTMENTS	11,625,000	19,150,000
RECEIVABLES	2,868,974	3,708,685
INVENTORY	431,572	475,646
OTHER ASSETS	463,650	463,650
FIXED ASSETS (Net of Depr)	16,969,739	16,476,303
TOTAL ASSETS AND OTHER DEBITS:	\$ 51,371,299	\$ 49,437,030
 LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	\$ -	\$ 914
ACCOUNTS PAYABLE	32,909	440,974
INTERFUND PAYABLES	-	-
DEFERRED REVENUE	-	68,639
L-T DEBT GROUP (FUND 9)	3,647,603	5,667,603
OPEB (Prior Year Restated for GASB 75 Implementation)	15,780,483	15,228,583
OTHER LIABILITIES	418,260	-
TOTAL LIABILITIES:	19,879,255	21,406,713
 FUND BALANCES:		
FUND BALANCE	18,972,429	19,064,058
INVESTMENT IN PLANT (Net of Depr)	16,969,739	16,476,303
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(19,428,086)	(20,896,186)
RESERVE FOR ENCUMBRANCES	14,977,962	13,386,142
TOTAL EQUITY AND OTHER CREDITS	31,492,044	28,030,317
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	\$ 51,371,299	\$ 49,437,030

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Statement of Revenues, Expenses,
 and Changes in Net Assets
 For the Periods Ended July 31, 2020 & 2019

	FY 2021 <u>YEAR-TO-DATE</u>	FY 2020 <u>YEAR-TO-DATE</u>
REVENUES:		
LOCAL GOVT SOURCES	\$ 1,009,436	\$ 186
STATE GOVT SOURCES	-	1,279,018
STUDENT TUITION & FEES	4,315,269	5,609,883
SALES & SERVICE FEES	135,080	259,676
FACILITIES REVENUE	430	4,023
INVESTMENT REVENUE	(41,531)	(60,352)
OTHER REVENUES	21,177	8,220
TOTAL REVENUES:	<u>5,439,861</u>	<u>7,100,654</u>
EXPENDITURES:		
INSTRUCTION	10,130	125,600
ACADEMIC SUPPORT	20,510	36,667
STUDENT SERVICES	79,480	90,176
PUBLIC SERV/CONT ED	-	-
OPER & MAINT PLANT	130,637	160,812
INSTITUTIONAL SUPPORT	385,523	777,438
SCH/STUDENT GRNT/WAIVERS	413,203	1,491,550
AUXILIARY SERVICES	378,159	497,853
TOTAL EXPENDITURES:	<u>1,417,642</u>	<u>3,180,096</u>
TRANSFERS AMONG FUNDS:		
INTERFUND TRANSFERS	-	-
TOTAL TRANSFERS AMONG FUNDS:	<u>-</u>	<u>-</u>
NET INCREASE/DECREASE IN NET ASSETS	<u>\$ 4,022,219</u>	<u>\$ 3,920,558</u>

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Expense Report
July 31, 2020

	FY 2021		FY 2020		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
Salaries	\$ 191,160	18.66%	\$ 341,601	14.53%	\$ (150,441)	-44.040%
Employee Benefits	119,875	11.70%	149,119	6.34%	(29,244)	-19.611%
Contractual Services	49,541	4.83%	181,775	7.73%	(132,234)	-72.746%
Materials	156,034	15.23%	67,400	2.87%	88,634	131.504%
Travel & Staff Development	2,702	0.26%	1,133	0.05%	1,569	138.482%
Fixed Charges	30,859	3.01%	44,607	1.90%	(13,748)	-30.820%
Utilities	33,114	3.23%	69,386	2.95%	(36,272)	-52.276%
Capital Outlay	23,075	2.25%	-	0.00%	23,075	#DIV/0!
Other	418,314	40.82%	1,496,176	63.63%	(1,077,862)	-72.041%
	<u>\$ 1,024,674</u>	<u>100.00%</u>	<u>\$ 2,351,197</u>	<u>100.00%</u>	<u>\$ (1,326,523)</u>	<u>-56.419%</u>

Agenda Item #11

Chancellor's Report

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: August 14, 2020

RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the August Personnel Report. Additional information for items 400.1, 400.2, 400.4, and 400.8 have been sent under separate cover.

INDEX

- 400.2. Employment of Personnel**
- 400.3. Classification Change**
- 400.4. Special Assignment**
- 400.5. FY21 Administration and Staff Salaries**
- 400.6. Academic Year 2020-2021 Educational Level Change**
- 400.7. Approval of Proposed Non-College Employment**
- 400.8. Administrative Guidelines Changes**
- 400.9. Resignation Ratification**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Professional Non-Faculty, Non-Exempt

1. Taylor Newlin, Manager of Food Services, LTC, effective August 17, 2020.
2. Krystle Riggle, Coordinator of Financial Aid, LTC, effective August 26, 2020.

B. Classified

1. Danelle Davis, Office Assistant, LTC, effective September 3, 2020.
2. Taylor Held, TRIO Upward Bound Counselor, DO/OCC, effective September 1, 2020, contingent upon continued grant funding and successful completion of background check.
3. Barbara White, Technology Support Specialist, DO, effective August 20, 2020, pending successful completion of background check.

400.2. Classification Change

A. Professional Non-Faculty, Exempt

1. Laurel Taylor, Director of Business and Finance, Workforce Education, Professional Non-Faculty, Non-Exempt, to Professional, Non-Faculty, Exempt.

400.3. Special Assignment

A. Professional, Non-Faculty, Exempt

1. Laurel Taylor, Director of Business and Finance, Workforce Education, \$500/month, effective September 1, 2020.

400.4. FY21 Administration and Staff Salaries

400.5. Academic Year 2020-2021 Educational Level Change

A. Faculty

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Jay Carter	A	B	\$1,000

400.6. Approval of Proposed Non-College Employment

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

400.7. Administrative Guidelines Changes

A. Administrative Guidelines Changes for Full-Time Bargaining Unit Faculty, Part-Time and Full-Time Non-Bargaining Unit Faculty

1. Adult Education Courses

\$25.00 per hour

Faculty who teach Adult Education courses will report their hours for instruction, preparation and grading time on an electronic timesheet. Time worked will be paid at \$25.00 per hour. Faculty can report preparation and grading time per the schedule below based on hours of instructional time taught per week;

<u>Instructional time</u> <u>per week</u>	<u>Pre/Grading</u> <u>per week</u>
2 hours	1 hour
4 hours	1.5 hours
6 hours	2 hours
8 hours	2 hours

400.8. Resignation Ratification

A. Faculty

1. Leonard Mitchell, Workforce Education Instructor, effective August 13, 2020

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Other Items

Agenda Item #18

Adjournment

