

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

July 21, 2020



Location:

**Lincoln Trail College
11220 Highway 1
Robinson, IL 62454**

<https://zoom.us/j/99074465781>

Meeting ID: 990 7446 5781

Call in number: 312-626-6799

**Dinner – 6:00 p.m. – Lincoln Room
Meeting – 7:00 p.m. – Cafeteria**

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/99074465781>

Meeting ID: 990 7446 5781

Call in number: 312-626-6799

July 21, 2020

7:00 p.m.

**Lincoln Trail College
Cafeteria**

1. Call to Order & Roll Call Chairman Fischer
2. Conduct a public hearing for the issuance of General Obligation Bonds (Alternate Revenue Source) for community college purposes Fischer
3. Disposition of Minutes..... Chancellor Gower
4. Recognition of Visitors and Guests Gower
 - A. Visitors and Guests
 - B. IECEA Representative
5. Public Comment
6. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
7. Policy First Reading (and Possible Approval) Gower
 - A. None
8. Policy Second Reading Gower
 - A. None
9. Staff Recommendations for Approval
 - A. Technology Plan..... Cline
 - B. Athletic Training Agreement LTC Gower
 - C. CAISA and SAFE MOUs Gower
 - D. 2020-2021 Academic Calendar Gower
 - E. 2020 Employee Holiday List Gower
 - F. 2020-2021 Catalog Gower
 - G. Student Satisfaction Survey Results Gower

- H. Project Property Agreement- EDA Grant Gower
- I. Easements..... Gower
 - Ameren- OCC
 - Frontier Communications- OCC
- J. Affiliation Agreements..... Gower
 - United Methodist Village- CNA – OCC and LTC
 - St. Vincent Health Inc.- ADN - IECC
- 10. Bid Committee Report
 - A. LTC Natatorium HVAC ReplacementHawkins
- 11. District Finance
 - A. Financial ReportHawkins
 - B. Approval of Financial ObligationsHawkins
- 12. Chancellor’s Report..... Gower
- 13. Executive Session Gower
- 14. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes Gower
 - B. Audio Executive Session Minutes Gower
- 15. Approval of Personnel Report Hart
- 16. Collective Bargaining Gower
- 17. Litigation Gower
- 18. Other Items
- 19. 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.