

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

**MONTHLY MEETING**

**June 16, 2020**



**THIS MEETING SHOULD BE ACCESSED BY TELECOMMUNICATION – ZOOM**

**<https://zoom.us/j/99359376640>**

**Call in number: 312 626 6799**

**Meeting ID: 993 5937 6640**

**Frontier Community College**

**2 Frontier Drive**

**Fairfield, Illinois 62837**

**Meeting – 7:00 p.m. – Bob Boyles Foundation Hall**

*The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.*

**Illinois Eastern Community Colleges  
Board Agenda**

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**June 16, 2020**

**7:00 p.m.**

**Frontier Community College**

**Bob Boyles Foundation Hall**

1. Call to Order & Roll Call ..... Chairman Fischer
2. Disposition of Minutes ..... Fischer
3. Recognition of Visitors and Guests ..... Chancellor Gower
  - 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) .....Gower
  - A. Policy 100.2 Legal Basis
  - B. Policy 300.12 Investment
  - C. Policy 400.4 Leave and Benefit
  - D. Policy 400.20 Family and Medical Leave
  - E. Policy 500.34 Student Religious Observances
7. Policy Second Reading .....Gower
  - A. None

8. Staff Recommendations for Approval
  - A. Distance Delivery Plan .....Gower
  - B. Renewal of Property, Casualty & Liability Insurance Coverage..... Hawkins
  - C. FY2021 Budget Resolution ..... Hawkins
  - D. Building and Maintenance Fund Resolution ..... Hawkins
  - E. Inter-Fund Loans Resolution ..... Hawkins
  - F. Working Cash Fund Resolution ..... Hawkins
  - G. West Side/Central TIF Extension – Flora..... Hawkins
  - H. Payment of Accrued Bills.....Gower
  - I. Lease Agreements .....Gower
  - J. “Resolution authorizing the issuance of General Obligation Bonds  
(Alternate Revenue Source) of the District for community college purposes.”....Gower
  - K. Affiliation Agreements .....Gower  
Lavender Ridge – Basic Nurse Assistant – LTC/OCC  
Clay County Hospital – Emergency Response - FCC
9. Bid Committee Report.....Gower
  - A. OCC/WRC – Lincoln C300 Welders
  - B. LTC – Sod and Sod Installation for Soccer Field
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
  - C. Semi-Annual Review of Executive Session Minutes .....Gower
14. Approval of Personnel Report .....Gower
15. Collective Bargaining.....Gower  
Memorandum of Agreement with IECEA Faculty Union – Professional Development
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 telecommunication means (Zoom) from Bob Boyles Foundation Hall at Frontier Community College, Fairfield, Illinois, Tuesday, June 16, 2020.

**AGENDA #1 – “Call to Order & Roll Call”** – Chairman G. Andrew Fischer 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, G. Andrew Fischer, Alan Henager, Jan Ridgely, Barbara Shimer. Trustees absent: None. Student Trustee Sutton Dunn was present. 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, or participating by Zoom at this meeting, in addition to trustees:

Ryan Gower, Chancellor.

Marilyn Holt, Interim Chief Executive Officer.

Jay Edgren, President of Frontier Community College.

Matt Fowler, President of Wabash Valley College.

Rodney Ranes, President of Olney Central College.

Paul Bruinsma, Dean of Instruction, Frontier Community College.

Alex Cline, Director of Information & Communications Technology.

Dana Hart, Interim Director of Human Resources.

Ryan Hawkins, Chief Financial Officer & Board Treasurer.

Mike Thomas, Dean of Workforce Education.

Renee Smith, Board Secretary.

**AGENDA #2 – “Disposition of Minutes”** –

**Regular Meeting Held May 19, 2020:** Open meeting minutes as prepared for the regular meeting held May 19, 2020 were presented for disposition.

**Board Action to Approve Minutes:** Trustee Brenda Culver made a motion to approve minutes of the regular meeting held on May 19, 2020, as prepared. Trustee Al Henager seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken and the Chair declared the “Ayes” have it and the motion carried.

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

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

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

**AGENDA #4 – “Public Comment”** – None.

**AGENDA #5 – “Reports”** –

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

**#5-B. Report from Presidents:** Reports were presented from the Presidents.

**#5-C. Report from Cabinet:** None.

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

**#6-A. Legal Basis 100.2:** To clarify current practice and meet Department of Education guidelines, it was proposed that additional language be added to the Board of Trustees Policy 100.2 Legal Basis. The Chancellor recommended the second reading be waived and approval of the policy.

**BOARD OF TRUSTEES**  
**100 Legal Basis (100.2)**

Date Adopted: December 19, 1989

Revised: September 15, 2015

Revised: June 16, 2020

- A. The role of the Board of Trustees of Illinois Eastern Community Colleges, Community College District No. 529, is defined in ILCS 110 Articles 103-6 and 103-7 of the Illinois Public Community College Act, signed into law July 15, 1965, as amended.
- B. Illinois Eastern Community Colleges, District No. 529, is a Community College District, serving all or parts of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois.
- C. The Board of Trustees works in cooperation with the Illinois Community College Board and the Illinois Board of Higher Education.
- D. The Board of Trustees shall serve as a policy-making body, and require that the ~~Chief Executive Officer~~ Chancellor be responsible for the administration of the District Office and the colleges within the District.
- E. The ~~Chief Executive Officer~~ Chancellor shall serve as Executive Officer of the Board of Trustees and is authorized to sign such documents necessary to successfully operate the District. Any document signed that substantially obligates the District financially shall be presented to the Board for approval.
- F. Members of the Board of Trustees shall be elected in compliance with ILCS 110 Articles 103-6 and 103-7 of the Illinois Public Community College Act.

**Board Action:** Trustee Brenda Culver made a motion to waive second reading and approve the foregoing policy 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#6-B. Investment 300.12:** Revisions to the policy were presented to bring the policy in line with existing state statutes. The Chancellor recommended second reading be waived and approval of the Policy 300.12 Investment.

BUSINESS – 300

Investment Policy (300.12)

Date Adopted: December 19, 1989

Revised Date: July 16, 2002

Revised Date: June 17, 2008

Revised Date: June 16, 2020 (Pending Board and Cabinet approval)

~~The Board of Trustees shall cause the investment of District funds in accordance with the Illinois Public Community College Act and the Investment of Public Funds Act with the exception that the Board shall prohibit investments in short term obligations of U.S. corporations. The Board authorizes the Treasurer, upon recommendation by the Chief Executive Officer and the Chief Finance Officer, to invest funds of the District. The District shall assemble a list of interested and qualified bidders on a quarterly basis, and said bidders shall invest funds in an amount over \$100,000 in a financial institution which has a capital to asset ratio of not less than eight percent (8%); or meets the requirements set forth in the Bank Audit Guide (AAG-BNS 2.47) relative to the definition of a “well-capitalized” financial institution (namely Tier 1 capital to average assets of not less than 5% and Tier 1 capital to risk-weighted assets of not less than 6% and total capital to risk-weighted assets of not less than 10%); in no case shall the staff invest funds in any single institution to exceed thirty percent (30%) of the capital structure of said institution.~~

~~Pursuant to 30 ILCS 235/6.5 funds may be invested in fully FDIC insured certificates of deposits issued by banks and savings associations (located nationwide) through Reciprocal Transactions of the Certificate of Deposit Account Registry Service (CDARS), provided that (1) the funds are placed through a bank or savings association (custodial bank) located in the State of Illinois; and (2) the other requirements of this policy have been satisfied.~~

~~The Board shall be provided a report on District Investments each month.~~

~~Pledged securities shall be required in the amount of the uninsured portions of the invested funds.~~

~~The Treasurer, upon recommendation of the Chief Executive Officer and the Chief Finance Officer, is further authorized to make discretionary investments, without bidding, for the purpose of supporting economic and community development. Such investments shall be made in amounts not to exceed \$100,000; at a rate not less than the Federal Reserve Discount Rate, plus 1%; for a term not to exceed one year; with interest to be paid quarterly; and shall not exceed \$100,000 per institution. The Board of Trustees shall be provided a report of such investments each month.~~

The Board authorizes the Treasurer, upon recommendation by the Chancellor and the Chief Financial Officer, to invest funds of the District. The Board of Trustees shall cause the investment of District funds in accordance with the Illinois Public Community College Act, the Public Funds Investment Act of the State of Illinois, and the Investment of Municipal Funds Act of the State of Illinois, with the exception that the Board shall prohibit investment in short-term obligations of U.S. corporations. A system of procedures and internal controls shall be established by the Treasurer for all investments of the District.

The primary objectives, in priority order of investment activities shall be:

- 1) Safety – safety of principal is the foremost objective. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital.
- 2) Liquidity – investments shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
- 3) Return – investment portfolio shall be designed to obtain the highest available return, using authorized investment, while considering budgetary and economic cycles.

The District shall maintain pledged securities at a market value of at least 105% of deposits in excess of Federal Deposit Insurance Corporation (FDIC) insured amounts. Pledged securities shall be reviewed quarterly to ensure adequate coverage.

The Board shall be provided a report on the District Investments each quarter outlining at a minimum:

- 1) Investment Holdings
- 2) Rate of Return
- 3) Changes in Balance
- 4) Distribution of Investments

For purposes of this reporting, investments will be defined as instruments other than certificates of deposit or other interest-bearing deposits with a financial institution.

The Board of Trustees and the District Treasurer shall refrain from engaging in personal business activity that could a) conflict, or give the appearance of a conflict, with proper execution of the investment program or b) impair their ability to make impartial investment decisions.

**Board Action:** Trustee Brenda Culver made a motion to waive second reading and approve the foregoing policy 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#6-C. Policy 400.4 Leave and Benefit:** Due to discontinuation of the Emergency Pay during COVID-19, revisions were proposed to amend the language under the Emergency sick Leave section of Policy 400.4 Leave and Benefit. The Chancellor recommended to waive second reading and approval of the following policy:

HUMAN RESOURCES - 400

**Leave and Benefit Policy - Administrative, Professional/Non-Faculty, Secretarial/Clerical, Technical, Custodial/Maintenance/Security, and Other Employees Not Covered by the Collective Bargaining Agreement (400.4)**

- Date Adopted: May 20, 1997
- Revised: November 15, 2005
- Revised: June 20, 2006
- Revised: December 12, 2006
- Revised: August 18, 2009
- Revised: February 21, 2017
- Revised: March 17, 2020
- Revised: April 21, 2020
- Revised: June 16, 2020 (pending Board approval)

The purpose of the leave and benefit policy is to describe the Board-approved leave days and benefits. Unless otherwise noted, leave days described below are not paid out upon termination.

- A. Sick Leave. Each full-time employee shall, on the first day of employment of the employee’s initial year, be granted a pro-rated share of working days up to a total of seventeen (17) sick leave days with pay.

After the initial year of employment and at the beginning of every fiscal year thereafter, each full-time employee will receive days of sick leave according to the following schedule:

Years of Continuous <u>Full-time Service</u>	Sick Leave Days <u>Per Year</u>
2-9	12
10-15	15
16-20	18
21-25+	21

Any unused sick leave days will be allowed to accumulate.

The Chief Executive Officer/Chief Operating Officer or a designee may require the employee on sick leave to provide a statement from the employee's physician. In addition, the Chief Executive Officer/Chief Operating Officer may require that the employee be examined by a physician determined by the Chief Executive Officer/Chief Operating Officer. In the latter case, the cost of the examination will be borne by the Board of Trustees.

Emergency Paid Sick Leave: In accordance with the Families First Coronavirus Response Act, the District has created emergency paid sick leave that is effective April 1, 2020 through December 31, 2020. This type of leave may be utilized when ~~the mandatory shelter in place order for the State of Illinois is lifted~~ the District discontinues using the Emergency COVID-19 pay option and employees can return to work onsite.

Eligibility: Per the act, all full and part-time employees are eligible.

Qualifying Reasons for Emergency Paid Sick Leave: The employee is unable to work because

- 1) The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.
- 2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.
- 3) The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
- 4) The employee is caring for an individual who is subject to a quarantine or isolation order as described in (1) above, or has been advised as described in (2) above.
- 5) The employee is caring for a son or daughter whose school or place of care has been closed, or the child care provider is unavailable, due to COVID-19 precautions.
- 6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.

Length of Leave: Full-time employees are eligible for up to 80 hours of emergency paid sick leave. Part-time employees are eligible for the average number of hours worked during a typical two-week period.

Pay During Leave: Employee's regular rate of pay up to \$511 per day (\$5,110 in aggregate) when leave is taken for reasons (1), (2), and (3) above. Employee's regular rate of pay up to \$200 per day (\$2,000) in aggregate) when leave is taken for reasons (4), (5), and (6).

The Emergency Paid Sick Leave section of this policy shall expire at midnight on December 31, 2020, per the Act.

Personal Emergency Leave. Employees may use a designated amount of sick time for personal emergency each year for things such as illness, injury, medical appointment of the employee's child, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent or for other reasons of personal emergency. Advance approval for such leave shall be secured from the employee's immediate supervisor, as soon as possible. Employees may use the following days as personal emergency based on the following schedule:

Years of Continuous Full-time Service	Personal Emergency Days allowed per Year
Initial Year	Up to ½ of sick days awarded at time of employment
2-9	6
10-15	7.5
16-20	9
21-25+	10.5

COVID-19 Response: Effective May 17, 2020. Due to the COVID-19 response the District will remove the cap on Personal Emergency Allowance usage should an employee be unable to work during the COVID-19 Response. The COVID-19 Response section under personal emergency leave, removing the cap, will expire on June 30, 2020.

- B. Personal Leave. A full-time employee shall be granted, without loss of pay or benefits, two (2) leave days per fiscal year for personal reasons. Application for such leave should be made five (5) days prior to time said leave is desired to the employee’s immediate supervisor. Unused personal days shall accumulate as sick leave to a maximum of fourteen (14) additional sick days.
- C. Required Court Appearance Leave. Full-time employees shall be granted leave with pay to appear in court as a witness or a member of a jury. Compensation received for such court appearances shall accrue to the College District.

Part-time hourly employees: Part-time employees who 1) work 20 hours or more per week and 2) have been employed by IECC for 6 months or more will be eligible for required court appearance leave. Part-time employees who meet the above criteria will receive the equivalent of their average daily income. Average daily income will be calculated by the Director of Human Resources. Compensation received for such court appearance shall accrue to the College District.

Part-time faculty: Part-time faculty who 1) teach at least 3 hours for the semester and 2) have been employed by IECC for more than one semester will be eligible for required court appearance leave. Part-time faculty who meet the above criteria will receive the equivalent of their average daily income. Average daily income will be calculated by the Director of Human Resources. Compensation received for such court appearance shall accrue to the College District.

- D. Funeral Leave. Full-time employees shall be granted funeral leave for the purpose of attending the funeral, without loss of pay, under the following terms and conditions.

Three Days of Leave at Full Pay – For a death within the immediate family, which means the full-time employee’s spouse, child, parent, sibling, parent-in-law, or member of the immediate household of the employee.

One Day Leave at Full Pay. For a death of a near relative.

- E. Leave of Absence. The CEO may grant up to 2 weeks leave of absence without pay to a full-time employee. The Board may grant up to one year’s leave of absence without pay to a full-time employee, and up to an additional year upon request and Board approval. Such leaves may be granted for advanced study, exchange teaching or assignment, travel, governmental service, or other personal reasons. Applications for leaves shall be filed with the President and then the Chief Executive Officer/Chief Operating Officer not later than 90 days prior to the beginning of the date that the leave would commence.

Vacation, sick, personal days, and other benefits shall not accrue during an employee’s unpaid leave of absence. An employee may, however, elect to continue to participate in the District group insurance plan at the employee’s sole expense, provided the employee makes acceptable arrangements to pay the premium during the term of his/her unpaid leave.

- F. Absences Due to Attendance at Educational Meetings and Conferences. Approved attendance at educational meetings and conferences may be granted without loss of salary. Attendance must be approved in advance by the employee’s immediate supervisor in accordance with established guidelines. Employees authorized to represent the college or district shall be allowed expenses according to the regulations of the District.

- G. Accounting. An accounting of accumulated sick leave will be made semi-annually.

- H. Insurance Benefits. Major medical and dental insurance shall be made available for full-time employees.

Full-time employees electing to carry dependent coverage may have the premiums for this coverage deducted through payroll deductions.

- I. Modified-Time Employees. Leave policy provisions for modified-time employees shall be prorated according to time employed in relation to full-time employees.

- J. Holidays and Breaks. Paid holidays for all full-time employees include, Christmas, and New Year’s Day, Martin Luther King, Jr. Day, Presidents’ Day, Spring Holiday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans’ Day, Thanksgiving and the following Friday.

The administration establishes winter break for full-time employees in accordance with the academic calendar. Full-time employees who are required to work over winter break shall be given floating holiday leave equivalent to the time they were required to work over winter break. This floating holiday leave does not accumulate from year to year, and must be used prior to the end of the fiscal year during which it is acquired. Application for such floating leave should be made five (5) days prior to the time said leave is desired to the employee’s immediate supervisor.

Full-time employees shall be granted one (1) floating holiday per fiscal year. Floating holidays do not accumulate and must be used during the fiscal year. Full-time employees must have been employed before March 1 to be eligible for the floating holiday. Application for such leave should be made five (5) days prior to time said leave is desired to the employee's immediate supervisor (effective July 1, 2003).

**Board Action:** Trustee Al Henager made a motion to waive second reading and approve the foregoing policy as 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#6-D. Policy 400.20 Family and Medical Leave:** Due to discontinuation of the Emergency Pay during COVID-19, revisions were proposed to amend the language under the Emergency sick Leave section of Policy 400.4 Leave and Benefit. The Chancellor recommended to waive second reading and approval of the following policy:

HUMAN RESOURCES - 400

#### **Family and Medical Leave Policy (400.20)**

Date Adopted: December 14, 1993

Revised: October 21, 2003

Revised: April 15, 2008

Revised: September 15, 2009

Revised: April 21, 2020

Revised: June 16, 2020 (pending Board approval)

**Public Health Emergency Extended FMLA Leave.** In accordance with the Families First Coronavirus Response Act Illinois Eastern Community Colleges has created an additional type of leave under FMLA. This leave is available by law April 1, 2020 through December 31, 2020. Illinois Eastern Community Colleges will utilize Public Health Emergency Extended FMLA Leave at such time as mandatory shelter in place order for the State of Illinois is lifted the District discontinues using the Emergency COVID-19 pay option and employees can return to work onsite.

**Eligibility for Public Health Emergency Leave:** The employee must be employed by IECC at least 30 calendar days.

**Qualifying Reasons for Public Health Emergency Leave:** The employee is unable to work or telework due to a need for time off to care for the employee's child who is under 18 years of age because the child's school or place of care has been closed, or the child care provider of the son or daughter is unavailable, due to a public health emergency.

**Length of Leave:** The employee may take up to 12 weeks of leave.

**Pay During Leave:** The first 10 days are unpaid, but the employee may substitute paid leave. After the 10 days of leave, IECC will pay the employee at a rate not less than two-thirds of the employee's usual rate of pay. Pay shall be no more than \$200 per day and \$10,000 total, per the Act.

The Public Health Emergency Leave section of this act shall expire at midnight on December 31, 2020, per the Act.

**The Leave Policy.** You are eligible to take up to 12 weeks of unpaid family/medical leave for reasons 1, 2, 3, 4, and 5 and up to 26 weeks of unpaid family/medical leave for reason 6 within any 12 month period and be restored to the same or an equivalent position upon your return from leave provided you: (1) have worked for the District for at least 12 months, and worked at least 1250 hours in the last 12 months; and (2) are employed at a worksite that has 50 or more employees within a 75 mile radius. The “12-month period” is a rolling period measured backward from the date a leave under this policy is to begin.

**Reasons For Leave.** If you are eligible, you may take up to 12 weeks of family/medical leave for any combination of the following reasons: (1) the birth of a son or daughter and in order to care for such son or daughter; (2) the placement of a son or daughter with you for adoption or foster care; (3) to care for a spouse, son, daughter, or parent (“covered family member”) with a serious health condition; (4) because of your own serious health condition which renders you unable to perform the functions of your position; (5) because of any qualifying exigency (as will be defined by the Secretary of Labor’s final regulations) arising out of the fact that the spouse, or a son, daughter, or parent of the employee is on active duty (or has been notified or an impending call or order to active duty) in the Armed Forces in support of a contingency operation; and (6) up to 26 weeks to care for a spouse, parent, child or an individual for whom you are the nearest blood relative who has a serious injury or illness that was incurred in the line of duty while on active military duty, if the injury or illness may render the servicemember medically unfit to perform the duties of his military position. Leave for reason “6” may be taken only once and must be completed within one 12-month period.

Any FMLA leave taken by an employee for reasons “1-5” will reduce the 26 weeks of available leave for reason “6.” As a result, if an employee requests injured servicemember leave (reason 6); the maximum leave allowed will be up to 26 weeks, less any FMLA leave already used in the same 12-month period for reasons “1-5.”

Leave because of reasons “1” or “2” must be completed within the 12 month period beginning on the date of birth or placement. Employees who request leave for reasons “5” and “6” may take a combined aggregate total of 26 weeks of leave during any 12 month period. In addition, spouses employed by the District who request leave because of reasons “1” or “2” or to care for an ill parent may only take a combined aggregate total of 12 weeks leave for such purposes during any 12 month period. Spouses employed by the District who request leave because of reason “5” and “6” or in combination with reason “1”, “2”, “3” and “4” may take an combined aggregate total of 26 weeks of leave.

You may not be granted an FMLA leave to gain employment or work elsewhere, including self-employment. If you misrepresent facts in order to be granted an FMLA leave, you will be subject to immediate termination.

**Notice of Leave.** If your need for family/medical leave is foreseeable, you must give the District at least 30 days prior written notice. Failure to provide such notice may be grounds for delay or denial of leave. Where the need for leave is not foreseeable, you are expected to notify the District as soon as practicable, generally within 1 to 2 business days of learning of your need for leave. The District has Request for Family/Medical Leave forms available on the Intranet or from the Human Resource Department. You should use this form when requesting leave.

**Certification.** If you are requesting leave under reason “5” you must supply notification of the call to duty order.

**Medical Certification.** If you are requesting leave because of your own or a covered family member’s serious health condition or servicemember’s serious injury or illness, you and the relevant health care provider must supply appropriate medical certification. You may obtain Medical Certification Forms from the Director of Human Resources. The medical certification must be given within 15 days after it is requested, or as soon as reasonably possible under the circumstances. Failure to provide requested medical certification in a timely manner may result in denial or delay of leave until it is provided. The District, at its’ expense, may require an examination by a second health care provider designated by the District, if reasonable doubt exists concerning the medical certification you initially provide. If the second health care provider’s opinion conflicts with the original medical certification, the District, at its’ expense, may require a third, mutually agreeable, health care provider to conduct an examination and provide a final and binding opinion. The District may also require medical recertification periodically during the leave, and employees may be required to present a fitness-for-duty verification upon their return to work following a leave for the employee’s own illness.

**Approval of Leave.** The Board grants authority to the Chief Executive Officer to approve Family and Medical Leave. FMLA Leave should only be approved if the request for leave is made timely, meets the requirements as set forth by the current federal statute, and is approved by both the Chief Executive Officer and the Director of Human Resources after a review of the application and certification materials, and the finding that such materials meet the current guidelines.

In June of each fiscal year, the Chief Executive Officer shall report to the Board of Trustees the number of FMLA leaves granted, a summary of the nature of the requests and the reasons for approval. This report shall not include the names of any individuals granted FMLA leave and all data reported to the Board of Trustees shall be such that it would not disclose the identity of any employee.

The Board of Trustees reserves the right to make inquiry to the Chief Executive Officer and Director of Human Resources at any time on the number of FMLA leaves granted, but the Board shall not request the specific name of any employee.

**Reporting While On Leave.** If you take leave because of your own serious health condition or to care for a covered family member, you may be required to contact your supervisor on a regular basis regarding the status of the condition and your intention to return to work. For leaves for other purposes, you may be periodically required to report on your status and intent to return to work.

**Leave Is Unpaid.** Family/medical leave is unpaid leave. If you request leave because of a birth, adoption or foster care placement of a child, or to care for a covered family member with a serious health condition, or to care for an injured servicemember any accrued paid vacation and personal days you have may be substituted and used for unpaid family/medical leave. If you request leave because of your own serious health condition, any accrued paid vacation, personal days, and sick time you have may be substituted and used for any unpaid family/medical leave. In addition, the District’s short-term and/or long-term disability may apply as part of the 12-week leave period when the leave is requested due to your serious health condition or the birth of a child. At the Board’s discretion, the substitution of paid leave time for unpaid leave time will not extend the maximum leave allowed beyond the 12-week or 26-week maximum provided under the FMLA.

**Medical And Other Benefits.** During an approved family/medical leave, the District will maintain your health benefits, as if you continued to be actively employed. If paid leave is substituted for unpaid family/medical leave, the District will deduct your portion of any plan premium as a regular payroll deduction. If your leave is unpaid, you must pay your portion of the premium during the leave. Your dependent health care coverage may cease if your premium payment is more than 30 days late. If you do not return to work at the end of the leave period, you may be required to reimburse the District for the cost of the premiums paid by the District for maintaining coverage during your unpaid leave, unless you cannot return to work because of a serious health condition or other circumstances beyond your control.

**Exemption For Key Employees.** Certain “key” employees (i.e., the highest paid 10% of employees at a worksite or within a 75 mile radius of that worksite and who are salaried) may not be returned to their former or equivalent position following a leave if restoration of employment will cause substantial economic injury to the District. The District will notify you if you qualify as a “key” employee, if the District intends to deny reinstatement, and of your rights in such instances.

**Intermittent And Reduced Schedule Leave.** Leave because of a serious health condition or for an injured servicemember may be taken intermittently (in separate blocks of time due to a single covered health condition) or on a reduced leave schedule (reducing the usual number of hours you work per workweek or workday) if medically necessary. If leave is unpaid, the District will reduce your salary based on the amount of time actually worked. In addition, while you are on an intermittent or reduced schedule leave for planned medical treatment, the District may temporarily transfer you to an available alternative position which better accommodates your recurring leave and which has equivalent pay and benefits.

**Other Applicable Leaves.** FMLA leave will run concurrently with any other applicable leave. For instance, short-term disability or worker’s compensation leave will be simultaneously designated as FMLA leave as well, if the leave is also FMLA qualifying.

**Returning From Leave.** If you wish to return to work at the expiration of your leave, you are entitled to return to your same position or to an equivalent position with equal pay, benefits and other terms and conditions of employment, subject to any applicable exceptions. However, you have no greater right to reinstatement or other benefits and conditions of employment than if you had not taken leave. You must return to work immediately after the expiration of your approved FMLA leave in order to be reinstated to your position or an equivalent position.

If you take leave because of your own serious health condition, you are required to provide medical certification that you are fit to resume work. You may obtain Return to Work Medical Certification forms from the Director of Human Resources. Employees failing to provide the Return to Work Medical Certification Form will not be permitted to resume work until it is provided.

**Board Action:** Trustee Barbara Shimer made a motion to waive second reading and approve the foregoing policy 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#6-E. Policy 500.34 Student Religious Observances:** This new policy was proposed to ensure the District complies with the University Religious Observances Act (110 ILCS 110) concerning public institutions of higher education. The Chancellor recommended to waive second reading and approval of the following policy:

STUDENT – 500

500.34 Student Religious Observances Policy  
Date Adopted: 06/16/2020 (Pending Board Approval)

In compliance with the University Religious Observances Act (110 ILCS 110), Illinois Eastern Community Colleges does not discriminate against students based on religious observances. IECC will reasonably accommodate the religious observances of individual students in regard to admissions, class attendance, and the scheduling of examinations and work requirements. IECC procedures further describe expectations of the student and a student grievance process.

**Board Action:** Trustee John Brooks made a motion to waive second reading and approve the foregoing policy as 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

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

**AGENDA #8 – “Staff Recommendations for Approval”** –

**#8-A. Distance Delivery Plan:** The Distance Delivery Education Plan provides the institutional strategy and structure to support and promote district-wide distance delivery opportunities and the plan outlines the required procedures, training, and support to assist faculty with distance delivery courses and program development. Distance-delivered education at Illinois Eastern Community Colleges involves any formal approach to student learning in which the majority of instruction occurs while the instructors and learners interact synchronously or asynchronously online. IECC provides academic and learning resources, student support services, and technical and administrative support for all forms of distance-delivered programs and courses. The Distance Delivery Education Plan has been updated and revised to continue to effectively respond to the needs of the students and communities we serve. The Chancellor recommended approval of the Distance Delivery Plan.

**Board Action:** Trustee Gary Carter made a motion to approve the updated Distance Delivery 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-B. Renewal of Property, Casualty & Liability Insurance Coverage:** The Chancellor recommended approval of the District’s insurance coverage for property, commercial general liability, college board legal, and errors and omissions, commercial automobile, commercial liability, worker’s

compensation, student professional liability, fiduciary liability, cyber liability, and student accident and death. The current premium is \$373,956 and the proposed new premium is \$395,524.

**Board Action:** Trustee John Brooks made a motion to approve the renewal of the District's property, casualty, and liability insurance coverage as recommended. Trustee Jan Ridgely 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-C. FY2021 Budget Resolution:** Ryan Hawkins presented the following resolution and the Chancellor recommended approval:

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community Colleges District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the budget for said community college district for the 2021 fiscal year:

1. Date of Fiscal Year: July 1, 2020 – June 30, 2021.
2. Publication of Notice of Public Hearing on Budget: On or before August 5, 2020.
3. Tentative Budget to be available for Public Inspection at the District Business Office: On and after August 5, 2020.
4. Mailing Tentative Budget to Board of Trustees: August 5, 2020.
5. Public Hearing on Budget: September 15, 2020, at the hour of 7:00 p.m. local time, Wabash Valley College, 2200 College Drive, Mt. Carmel, IL 62863.
6. Adoption of Budget: September 15, 2020, following the Public Hearing.

**Board Action:** Trustee Brenda Culver made a motion to approve the foregoing Budget Resolution for Fiscal Year 2021. 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-D. Building and Maintenance Fund Resolution:** Ryan Hawkins presented the following resolution authorizing the Chancellor of the District to budget and expend funds from a tax levied for operations, building and maintenance purposes, for the payment of salaries of maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment or the cost of a professional survey of the condition of school buildings or of any one or more of the preceding items. The Chancellor recommended approval of the resolution:

WHEREAS, expenses payable from taxes levied for operations, building and maintenance purposes and for the purchase of school grounds are subject to 110 ILCS 805/3-20.3.

WHEREAS, funds expended for obligations incurred for the improvement, maintenance, repair or benefit of buildings and property, including cost of interior decorating and the installation, improvement, repair, replacement and maintenance of building fixtures, for the rental of buildings and property for community college purposes or for the payment of all premiums for insurance upon buildings and building fixtures shall be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds,

WHEREAS, payment of all salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment, or the cost of a professional survey of the conditions of school building, or any one or more of the preceding items may not be paid from tax levied for operations, building and maintenance purposes and the purchase of school grounds without resolution of the Board of Trustees,

SO BE IT RESOLVED, that the Board of Trustees of the Illinois Eastern Community College District No. 529 by resolution authorizes the Chancellor of the District to budget and expend funds from a tax levied for operations, building and maintenance purposes for the payment of salaries for maintenance and grounds workers, custodial employees, or any other operations and maintenance staff, engineers, or such other contractors as required, and all costs of fuel, lights, gas, water, and custodial supplies and equipment or the cost of a professional survey of the condition of school buildings or of any one or more of the preceding items.

**Board Action:** Trustee Brenda Culver made a motion to adopt the Building and Maintenance Fund resolution. 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-E. Inter-Fund Loans Resolution:** During each fiscal year, transfers are required to be made between existing designated funds to meet obligations of the District.

Each fiscal year the Board of Trustees is asked to approve a resolution authorizing these inter-fund loans and transfers. These inter-fund loans, from any fund to any other fund maintained by the Board, are for the purpose of meeting the ordinary and necessary expenditures of the district.

The Chancellor recommended that the Board adopt the following resolution which authorizes the Treasurer of the District to make inter-fund loans as required during fiscal year 2021, and that such inter-fund loans be repaid and retransferred to the proper fund no later than June 30, 2021.

WHEREAS, the Board of Trustees of Illinois Eastern Community Colleges District No. 529 desires to affect certain inter-fund loans for Fiscal Year 2021, pursuant to 110 ILCS 805/3-34, and

WHEREAS, these inter-fund loans, from any fund to any other fund maintained by the Board, are for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the District.

SO BE IT RESOLVED, that the Board of Trustees hereby authorizes the Treasurer of the District to make inter-fund loans as required for Fiscal Year 2021, and to make the necessary transfers therefor.

BE IT FURTHER RESOLVED, that each such inter-fund loan must be repaid and retransferred to the proper fund no later than June 30, 2021.

**Board Action:** Trustee Barbara Shimer made a motion to adopt the foregoing Inter-Fund Loans Resolution as recommended. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yes. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-F. Working Cash Fund:** Ryan Hawkins presented the following resolution and the Chancellor recommended approval. The Board of Trustees is required to approve a resolution authorizing the permanent transfer of interest earned on the Working Cash Fund to the General Fund for the purpose of paying general obligations of the District.

The Treasurer of the District has or will transfer approximately \$120,000 from the Working Cash Fund to the General Fund prior to June 30, 2020. Only interest is transferred and the principal of the Working Cash Fund remains intact. If for any reason the principal was spent and the District was unable to repay it, the Working Cash Fund would be depleted. A Working Cash Fund could only be reestablished by approval of a voter referendum. The Chancellor recommended that the Board adopt the following resolution authorizing the Treasurer to permanently transfer approximately \$120,000 Working Cash Fund interest to the General Fund on or before June 30, 2020.

WHEREAS, the Board of Trustees approved the permanent transfer of interest earned on the Working Cash Fund monies to the General Fund on or before June 30, 2020;

WHEREAS, the Board of Trustees initiated this transfer pursuant to 110 ILCS 805/3-33.6 for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the district;

WHEREAS, the Board used these funds for aforesaid purposes and no repayment of this money is required;

SO BE IT RESOLVED that the Board of Trustees authorizes the Treasurer of the District to permanently transfer approximately \$120,000 Working Cash Fund interest to the General Fund, said transfer to be made on or before June 30, 2020.

**Board Action:** Trustee Al Henager made a motion to approve the Working Cash Fund Resolution. 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-G. West Side/Central Flora TIF Extension:** The City of Flora has requested the IECC District's support to extend the life of the West Side/Central Tax Increment Financing (TIF) area to allow twelve (12) additional years to complete existing projects as well as accommodate new projects in the area. The original TIF was designated June 1, 1997. The Chancellor recommended approval of the TIF extension.

**Board Action:** Trustee John Brooks made a motion in support of the extension of the West Side/Central TIF for an additional twelve years for the City of Flora. 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-H. Payment of Accrued Bills:** The District's fiscal year ends on June 30, and under general accounting rules, the District pays bills accrued in June, but received in July, as expenses for FY2020. By July 25, all FY2020 accrued bills received during this run-out period will be paid. Therefore, these accrued bills will be paid before the Board approves them. At each regular Board meeting, the Board receives an electronic copy of bills for review and payment. At the August Board meeting, that electronic report will include current bills for approval plus the bills that were paid in the accrual period. Each of these accrual period payments will be designated with an A (for accrual) beside the vendor. This procedure has been followed in prior years. The Chancellor recommended approval to pay the FY2020 accrued bills prior to Board approval, with the understanding that these bills will be made available electronically for Board review at the August Board meeting.

**Board Action:** Trustee Brenda Culver made a motion to pay the FY2020 accrued bills prior to Board approval, with the understanding that these bills will be made available electronically for Board review at the August Board meeting, 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-I. Lease Agreements:** The following IECC leases, as listed in full in the board agenda, were presented for Board of Trustees approval:

1. IECC/WVC Foundation Lease – Wabash Valley College Administration occupies approximately 1,600 square feet of the Foundation Building at 2201 College Drive. In exchange for this use, the College District provides mowing, snow clearing and routine maintenance of the building. This lease period is being renewed for five years, commencing July 1, 2020 and will expire June 30, 2025.
2. IECC/C.E.F.S. Economic Opportunity Corporation WIA – This lease with C.E.F.S. is for office space at Olney Central College and includes 120 square feet of office space and common space which includes break room, restrooms, and conference room for facilitation of the Workforce Investment Act. The lease period is July 1, 2020 through June 30, 2022, at the current monthly rent of \$125.00

3. IECC/FCC Foundation Lease – The Frontier Community College Foundation purchased a facility commonly known as Bobcat Den for the use of Illinois Eastern Community College District #529/Frontier Community College. The District leased the building on July 28, 2014. In exchange for usage of the building, the college provides maintenance to the building's interior and exterior, provides janitorial services, telephone, insurance, gas and electric service to the Bobcat Den. The Foundation has agreed to extend the lease to June 30, 2025 under the current lease agreement.
4. IECC/Twin Rivers Lease – The lease began January 2018 and is for approximately 560 square feet of office space for the facilitation of the Twin Rivers Regional Vocational System. The lease term is being extended to June 30, 2022 at the monthly rent of \$225.
5. IECC/LTC Storybrooke Pre-K Lease – The lease began on September 18, 2019 and is for approximately 4,200 square feet in the Industrial Annex of LTC for classroom facilities for a pre-k program. The lease term is being extended to June 30, 2021 at \$2,100 per month rent, with an annual auto renewal if mutually agreed to in writing.
6. IECC/SIU School of Medicine – The lease is for office space at Olney Central College and includes 120 square feet of office space and common space which includes break room, restrooms, and conference room for facilitation of the Center of Rural Health and Social Service Development through Southern Illinois University's School of Medicine. The lease period is July 1, 2020 through June 30, 2021, at a monthly rent of \$125.00.

The following leases that are not due for renewal at this time were provided for the Board's information:

1. IECC/LTC and City of Robinson – Intergovernmental Agreement between IECC/LTC and the City of Robinson, as amended by Board action on February 21, 2012, for the Lease, Operation and Use of a Fitness Center located at 501 South Cross Street until July 1, 2021.
2. IECC and Prairie State Generating Company – Lease for the Coal Mining Training Program facility located in Venedy, IL, beginning November 2009 and continuing month to month until terminated by 30 days' notice of either party. No monthly rental charge is paid.
3. IECC/WVC Foundation Lease – Lease for building located at 310-314 West Third Street, Mt. Carmel, IL for Advanced Manufacturing Training. Lease began on July 25, 2009 and was amended by Board action on January 17, 2012 to extend the lease to March 1, 2022. The monthly rental is \$1,401.75 and remains constant throughout the term of the lease.
4. IECC/WVC WVJC Radio Tower – Lease of Property – The District leased 1.68 acres in Wabash County for thirty years for the placement of the WVJC antenna from October 1, 1976 to September 30, 2006. The current owner has agreed to extend the lease from July 1, 2013 for thirty years to June 30, 2043 at a cost of \$30.00 for the thirty-year period.
5. IECC/OCC Oil Derrick Lease of Property – The District leases an approximate 2,209 square feet piece of property, including access thereto, located at the North West corner of the intersection of Illinois Route 130 and St. John Street. The City of Olney has erected an oil derrick on this property for which the City pays the District rent of \$1.00 per year. The lease was extended on August 18, 2009 for twenty years to August 17, 2029.

6. IECC/WRC – The lease is for the softball field and baseball field and is leased to Britton’s Bullpen in exchange for mowing and maintenance of the two fields and two adjoining buildings. Lease term from July 1, 2019 through June 30, 2024.
7. IECC/Rise Broadband – The lease is for the placement of broadband equipment on the District radio station tower located at 15511 River Road, Mt. Carmel. Lease term is for five years from October 5, 2017 to October 5, 2022. Additionally, the agreement automatically renews for five (5) additional terms of one (1) year unless Landlord notifies tenant within 30 days of lease term.

**Board Action:** Trustee Al Henager made a motion to approve the six leases presented for renewal as recommended. 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-J. Resolution authorizing the issuance of General Obligations Bonds (Alternate**

**Revenue Source) of the District for community college purposes:** In order to address the impact of delayed payment from the State of Illinois and ensuing anticipated planning concerns, the Chancellor recommended that the Board of Trustees consider the issuance of General Obligation (Alternate Revenue Source) Bonds. It was requested that action be taken to declare the Board’s intent to issue bonds, not the actual issuance. These bonds would be used to defray the ordinary and necessary cost of operating the District. The District would pledge tuition, student fees, state aid and any lawfully available funds to the repayment of these bonds. Following approval of the Resolution of Intent to issue, the District will publish the Resolution and a notice to the public opening a petition period. If enough electors so ascribe to the petition, the District will take the Bonds for referendum on the November 3, 2020 ballot. If no such petition is filed within thirty (30) days’ notice, the District shall be authorized to issue the Bonds. The Chancellor recommended the Board approve a motion of intent to issue Taxable General Obligation Bonds (Alternate Revenue Source) in the amount not to exceed \$2,500,000. The following resolution was presented for the Board’s approval.

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 Frontier Community College, 2 Frontier Drive, Fairfield, Illinois, in said Community College District at 7:00 o’clock P.M., on the 16th day of June, 2020.

\* \* \*

The meeting was called to order by the Chairman, and upon the roll being called, the following Trustees were physically present at said location: \_\_\_\_\_

The following Trustees attended the meeting by video or audio conference: \_\_\_\_\_

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The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

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The following officials of the District were physically present at said location and ensured the availability of electronic meeting access by video and/or audio conference to any members of the public attending the meeting in person at said location and requesting such access: \_\_\_\_\_

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The Chairman announced that the Board of Trustees would consider the adoption of a resolution authorizing the issuance of general obligation alternate bonds for community college purposes and directing the publication of a notice setting forth the determination of the Board to issue such bonds.

Whereupon Trustee \_\_\_\_\_ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each member of the Board of Trustees prior to said meeting and to everyone in attendance at said meeting who requested a copy:

**NOTICE OF INTENT TO ISSUE BONDS  
AND RIGHT TO FILE PETITION**

Notice is hereby given that pursuant to a resolution (the "*Resolution*") adopted by the Board of Trustees (the "*Board*") 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 "*District*"), on the 16th day of June, 2020, the District intends to issue its Taxable General Obligation Bonds (Alternate Revenue Source) (the "*Bonds*") in an aggregate principal amount not to exceed \$2,500,000, for community college purposes. The revenue sources for the payment of the bonds will be tuition, student fees, state aid and any other lawfully available funds of the District. The District will also levy ad valorem property taxes upon all taxable property in the District without limitation as to rate or amount to pay the principal of and interest on the Bonds. A complete copy of the Resolution follows this notice.

Notice is hereby further given that if a petition signed by 4,587 or more electors of the District (being equal to the greater of (i) 7.5% of the registered voters in the District or (ii) 200 of those registered voters or 15% of those registered voters, whichever is less) asking that the issuance of the Bonds be submitted to referendum, is submitted to the Secretary of the Board (the "*Secretary*") within thirty (30) days after the date of publication of this notice, an election on the proposition to issue said bonds shall be held on the 3rd day of November, 2020. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code of the State of Illinois, as amended. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue the Bonds.

By order of the Board of Trustees of the District.

Dated this 16th day of June, 2020.

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

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.

\* \* \*

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, including the Local Government Debt Reform Act of the State of Illinois, as amended (the “*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 defray the ordinary and necessary costs of operating the District (the “*Purposes*”), all in accordance with the preliminary plans and estimate of costs heretofore approved by the Board and now on file in the office of the Secretary of the Board; and

WHEREAS, the estimated costs of the Purposes, including legal, financial, bond discount, capitalized interest, printing and publication costs and other expenses, is not less than \$2,500,000, and there are insufficient funds on hand and lawfully available to pay such costs; and

WHEREAS, such costs are expected to be paid for from the proceeds of alternate bonds authorized to be issued at this time pursuant to the Act; and

WHEREAS, it is necessary and for the best interests of the District that the Purposes be financed and in order to raise the funds required for such purpose it will be necessary for the District to borrow an amount not to exceed \$2,500,000 and in evidence thereof to issue alternate bonds in an aggregate principal amount not to exceed \$2,500,000, all in accordance with the Act; and

WHEREAS, the revenue sources that will be pledged to the payment of the principal of and interest on such alternate bonds will be tuition, student fees, state aid and any other lawfully available funds of the District; and

WHEREAS, if such revenue sources are insufficient to pay such alternate bonds, ad valorem property taxes levied upon all taxable property in the District without limitation as to rate or amount are authorized to be extended and collected to pay the principal of and interest on such alternate bonds:

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.* 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.

*Section 2. Determination to Issue Bonds.* It is necessary and in the best interests of the District to undertake the Purposes in accordance with the preliminary plans and estimate of costs as described, and that for such purpose general obligation alternate bonds of the District are hereby authorized to be issued and sold from time to time in an aggregate principal amount not to exceed \$2,500,000 (the "Bonds").

*Section 3. Retention of Placement Agent and Approval of Bond Counsel.* The Board hereby retains First Midstate Inc., Bloomington, Illinois, as Underwriter or Placement Agent, as applicable, and approves of Chapman and Cutler LLP, Chicago, Illinois, as bond counsel to the Underwriter or Placement Agent, as applicable, and disclosure counsel to the Underwriter, as applicable, with respect to the proposed issuance of said bonds.

*Section 4. Publication.* This Resolution, together with a notice in the statutory form, shall be published in the *Olney Daily Mail*, the same being a newspaper of general circulation in the District, and

if no petition, signed by 4,587 electors, the same being equal to the greater of (i) 7.5% of the registered voters in the District or (ii) 200 of those registered voters or 15% of those registered voters, whichever is less, asking that the issuance of the Bonds be submitted to referendum, is filed with the Secretary of the Board within thirty (30) days after the date of the publication of this Resolution and said notice, then the Bonds shall be authorized to be issued.

*Section 5. Additional Resolutions.* If no petition meeting the requirements of applicable law is filed during the petition period hereinabove referred to, then the Board may adopt additional resolutions or proceedings supplementing or amending this Resolution providing for the issuance and sale of the Bonds and prescribing all the details of the Bonds, so long as the maximum amount of the Bonds as set forth in this Resolution is not exceeded and there is no material change in the Purposes described herein. Such additional resolutions or proceedings shall in all instances become effective immediately without publication or posting or any further act or requirement. This Resolution, together with such additional resolutions or proceedings, shall constitute complete authority for the issuance of the Bonds under applicable law.

*Section 6. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.

*Section 7. Repealer.* All resolutions or orders, or parts thereof, in conflict with the provisions of this Resolution are to the extent of such conflict hereby repealed.

Adopted June 16, 2020.

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Chairman, Board of Trustees

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Secretary, Board of Trustees

Trustee \_\_\_\_\_ moved and Trustee \_\_\_\_\_ seconded the motion that said resolution as presented and read by title be adopted.

After a full and complete 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: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The following Trustees voted NAY: \_\_\_\_\_

Whereupon the Chairman declared the motion carried and the resolution adopted, and henceforth did approve and sign the same in open meeting and did direct 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



IN WITNESS WHEREOF, I hereunto affix my official signature, this 16th day of June, 2020.

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Secretary, Board of Trustees

**Board Action:** Trustee Brenda Culver made a motion to approve the Resolution authorizing the issuance of General Obligation Bonds (Alternate Revenue Source) of the District for community college purposes. 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**#8-K. Affiliation Agreements:** IECC wishes to enter into affiliation agreements with Lavender Ridge for the Basic Nurse Assistant Program at Lincoln Trail College and Olney Central College and with Clay County Hospital for the Emergency Response Program at Frontier Community College. The agreements are listed in full in the agenda. The Chancellor recommended approval.

**Board Action:** Trustee Brenda Culver made a motion to approve the affiliation agreements with Lavender Ridge and Clay County Hospital as recommended. Trustee Al Henager 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #9 – “Bid Committee Report”** – The Bid Committee presented the following recommendations, 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 Stumpf Welding for a total of \$101,213.28.

<b>Company</b>	<b>Total Bid</b>
American Welding & Gas, Inc. Evansville, IN	\$106,177.10
Fox Creek Fabrication Olney, IL	\$112,305.00
Gano Welding Supplies Charleston, IL	\$103,435.05
IL-MO Products Co. Mt. Vernon, IL	\$103,950.00
Stumpf Welding Mascoutah, IL	\$101,213.28

Respectfully submitted,

Ryan Gower  
Ryan Hawkins  
Renee Smith

Department: Olney Central College Welding.

Source of Funds: Funding for the Welders is provided by a Title III program which is supported in part by a five-year grant awarded to Olney Central College from the U.S. Department of Education effective October 1, 2018. The estimated total cost for all project activities is \$2,506,775 financed by the grant award of \$2,249,968 (90%) and \$256,807 (10%) by Olney Central College.

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

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

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 Freeman Athletic Fields for a total of \$38,479.00.

<b>Company</b>	<b>Total Bid</b>
Freeman Athletic Fields	\$38,479.00
Grassmasters Sod Farms	\$52,790.00
Schenk Sod Farm	\$40,213.67

Respectfully submitted,

Ryan Gower  
Ryan Hawkins  
Renee Smith

Department: Lincoln Trail Athletics – Soccer.

Source of Funds: Gladys Jones Estate.

Rationale for Purchase: The proposal from Freeman Athletic Fields meets the specifications required in the bid at the most cost-effective price in conformity with bid specifications.

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

**Board Action:** Trustee Gary Carter made a motion to approve the recommendation of the Bid Committee as 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #10 – “District Finance”** – The following District financial matters were presented.

**#10-A. Financial Reports:** The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of May 31, 2020.

**#10-B. Approval of Financial Obligations:** District financial obligations (Listing of Board Bills) for June, 2020, totaling \$608,077.33, were presented for approval.

**Board Approval for Payment of Financial Obligations:** Trustee Barbara Shimer made a motion to approve payment of district financial obligations for June, 2020, in the amounts listed. 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #11 – “Chancellor's Report”** – The Chancellor provided a report on recent District events.

**AGENDA #12 – “Executive Session”** – The Board of Trustees did not hold an executive session at this meeting.

**AGENDA #13 – “Approval of Executive Session Minutes”** .

**#13-A – “Written Executive Session Minutes”** – There was no executive session held during the May 19, 2020 meeting.

**#13-B - “Audio Executive Session Minutes”** - There was no executive session held during the May 19, 2020 meeting.

**#13-C – “Semi-Annual Review of Executive Session Minutes”** – The Board of Trustees, having conducted a semi-annual review of executive session minutes as mandated by Section 2.06 of the Open Meetings Act, the Chancellor presented the following report and recommendations:

A. The following written executive session minutes were reviewed in December 2019 and the decision was made at that time to keep them closed:

1. Tuesday, June 20, 1995.
2. Tuesday, August 15, 1995.
3. Tuesday, September 19, 1995.
4. Friday, August 2, 1996.
5. Tuesday, January 17, 2012.
6. February 19, 2019.
7. July 16, 2019.
8. October 15, 2019.

B. The following written executive session minutes have been approved, but remain closed, and are being subjected to the semi-annual review for the first time in June 2020:

1. December 10, 2019.
2. January 21, 2020.
3. February 18, 2020.

C. The following written executive session minutes have been approved and opened to the public record:

1. None.

D. Audio recordings of previously approved executive sessions will remain closed to the public record and these audio executive session recordings will remain in the custody of the Board Secretary until 18 months following the executive session at which the audio recordings were made:

1. February 19, 2019
2. May 21, 2019.
3. July 16, 2019.
4. October 15, 2019.
5. December 10, 2019.
6. January 21, 2020.
7. February 18, 2020.

E. As part of the Board of Trustees semi-annual review of executive sessions, the Board notes that the audio tape recordings of the following meetings have been held by the Secretary for more than the 18 months required, and the Secretary is directed to destroy these recordings after this meeting:

1. None.

F. As part of the Board of Trustees semi-annual review of executive session minutes, the Board notes that executive sessions were not held on the following dates:

1. Monday, February 10, 2020. (Reconvened from January 21, 2020)
2. Tuesday, March 17, 2020.
3. Tuesday, April 21, 2020.
4. Tuesday, May 19, 2020.

G. It is recommended that the following previously approved closed meeting minutes be open to the public record:

- None.

**Board Action:** Trustee Gary Carter made a motion to accept the report on the Semi-Annual Review of Executive Session Minutes as outlined and as recommended. Trustee Brenda Culver seconded the motion and on a voice vote, the Chair declared the motion carried.

**AGENDA #14 – “Approval of Personnel Report”** – Interim HR Director Dana Hart presented the following Personnel Report and recommended approval.

#### 400.1. Employment of Personnel

##### A. Faculty

1. Dr. Bradley Logsdon, Physical Sciences Instructor, LTC, effective August 13, 2020.

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

1. Casey Wyllie, Interim Head Men's Basketball Coach, OCC, effective June 17, 2020.

#### 400.2. Change in Status

##### A. Faculty

1. Dennis York, Coordinator of Industrial Training, LTC, to Broadband Telecom Instructor, LTC, effective August 13, 2020.

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

1. Sheryl Childers, Administrative Assistant, HR, DO, to Executive Assistant to the Chancellor, DO, effective June 8, 2020.

#### 400.3. Special Assignments FY 2021 (attachments)

#### 400.4. Approval to Hire Director of HR prior to July Board meeting

#### 400.5. Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Hours per Calendar Year</u>
Angelia Williams	Good Samaritan Hospital Vincennes, IN	200

#### 400.6. Resignation Ratification

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

1. Michael Burris, Men's Basketball Head Coach, OCC, effective May 27, 2020.

#### 400.7. Retirement Ratifications

##### A. Administration

1. Marilyn Holt, Interim Chief Executive Officer, DO, effective June 21, 2020.

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

1. Pamela Swanson-Madden, Program Director of International Student & Director of District Student Recruitment, DO, effective July 1, 2020.

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

1. Amy Loss, Coordinator of Registration & Records, FCC, effective October 1, 2020.

**Special Assignments  
Frontier Community College**

		<b>Approved 2019-2020</b>	<b>Recommended 2020-2021</b>
<b>Academic</b>			
1. Gerry Kinney	Lead Inst. Electrical Distribution	\$550*	\$550*
2. Rodney Maxey	Lead Inst Auto Tech	\$550 *	\$550 *
3. Jodi Peach	Lead Inst Health Informatics	\$550 *	\$550 *
<b>Athletic</b>			
1. Jan Wiles	Athletic Director	\$3,500	\$3,500
2. Nixie Hnetkovsky	Head Volleyball Coach	\$6,000	\$6,000
<b>Other</b>			
1. Kent Staley	O & M Team Leader	\$7,500	\$7,500

\* \$100 of Lead Instructor Stipend is paid by Assessment budget.

**Special Assignments  
Lincoln Trail College**

<b>Academic</b>		<b>Approved 2019-2020</b>	<b>Recommended 2020-20201</b>
1. Travis Matthews	Lead Inst Broadband Telecomm	\$650 *	\$650
2. Jared Gullett	Lead Inst Health Programs (Medical Assistant, Electronic Medical Records, & Pharmacy Technician)	\$550 *	\$550
3. Tina Lindley	Lead Inst Process Technology	\$550 *	\$550
<b>Athletic</b>			
1. Kevin Bowers	Athletic Director	\$5,000	\$5,000
<b>Extra-Curricular</b>			
1. Rebecca Carmack	Performing Arts Coordinator	\$1,500	\$1,500
<b>Other</b>			
1. Chris Ellington	O & M Team Leader	\$7,500	\$7,500
2. Christina Siegel	Interim Bookstore Manager	\$6,200	\$6,200

\* \$100 of Lead Instructor Stipend is paid by Assessment budget.

**Special Assignments  
Olney Central College**

<b>Academic</b>		<b>Approved 2019-2020</b>	<b>Recommended 2020-21</b>
1. Lonnie Barnes	Lead Inst Collision Repair Tech	\$550 *	\$550 *
2. Shasta Bennett	Lead Inst Human Resource Assistant	\$550 *	\$550 *
3. Tyler Boyles	Lead Inst CRT Auto Service Tech	\$550 *	\$550 *
4. Curtis Marshall	Lead Inst Welding	\$550 *	\$550 *
5. Logan Marshal	Lead Inst Industrial Maintenance	\$550 *	\$550 *
6. Amie Mayhall	Lead Inst Medical Office Assistant	\$600 *	\$600 *
7. Kristi Urfer	Lead Inst Accounting	\$600 *	\$600 *
<b>Academic – Allied Health</b>			
1. Wanda Douglas	Dept Head, Nursing/FCC	\$3,000 + 12 hrs. release time	\$3,000 + 12 hrs. release time
2. Angelia Williams	Dept Head, Nursing/LTC	\$3,000 + 12 hrs. release time	\$3,000 + 12 hrs. release time
3. Anne Hustad	Dept Head, Nursing/OCC	\$3,000 + 12 hrs. release time	\$3,000 + 12 hrs. release time
4. Jasmyne Lewis	Dept Head, Nursing/WVC	\$3,000 + 12 hrs. release time	\$3,000 + 12 hrs. release time
5. Lisa Rauch	Director of Radiography	\$1,000	\$3,000
6. Brittany Ochs	Clinical Coordinator, Radiography	\$500	\$1,500
<b>Extra-Curricular</b>			

1. Wade Baker	Performing Arts Coordinator	\$1,000	\$1,000
2. Laurel Cutright	Academic Challenge Coordinator	\$350	\$350
3. Tammie Bohnhoff	Academic Challenge Asst Coordinator	\$200	\$200
4. Rob Mason	Academic Challenge Asst Coordinator	\$200	\$200
<b>Other</b>			
1. Clay Atkins	O & M Team Leader	\$7,500	\$7,500
2. Linda Shidler	Interim Director of the LRC	\$2,200/month	\$2,200/month

\* \$100 of Lead Instructor Stipend is paid by Assessment budget.

**Special Assignments  
Wabash Valley College**

<b>Academic</b>		<b>Approved 2019-2020</b>	<b>Recommended 2020-21</b>
1. Scott Balding	Lead Inst Diesel Equipment Tech	\$600 *	\$600 *
2. Joseph Brown	Lead Inst Truck Driving	\$550 *	\$550 *
3. Carla Cadwalader	Lead Inst Early Childhood Dev	\$550 *	\$550 *
	Small World	\$200/month	\$200/month
4. Jay Carter	Lead Inst Advanced Manufacturing	\$550 *	\$550 *
5. Steve Hnetkovsky	Lead Inst Agriculture Production	\$550 *	\$550 *
6. Ronda Hockgeiger	Lead Inst Social Services	\$550 *	\$550 *
7. Kyle Peach	Lead Inst Radio/TV	\$550 *	\$550 *
	Director of Broadcasting	\$8,000	\$8,000
8. Doug Robb	Lead Inst Agriculture Business	\$550 *	\$550 *
9. David Wilderman	Lead Inst Marketing	\$550 *	\$550 *
10. Brian Wick	Lead Inst Gunsmithing	\$550 *	\$550 *
<b>Athletic</b>			
1. Mike Carpenter	Athletic Director	\$5,000	\$5,000
2. John (Asa) Defendall	Head Softball Coach	\$6,000	\$6,000
3. Patrick Harris	Head Women's Soccer Coach	\$6,000	\$6,000
4. Todd Gill	Head Fishing Team Coach		\$6,000
<b>Other</b>			
1. Adam Roesch	O & M Team Leader	\$7,500	\$7,500

\* \$100 of Lead Instructor Stipend is paid by Assessment budget.

**Special Assignments  
District Office**

<b>Extra-Curricular</b>		<b>Approved 2019-2020</b>	<b>Recommended 2020-2021</b>
1. Kristi Urfer	Director of Online Learning	\$10,000 + 6 hrs. release time	\$10,000 + 6 hrs. release time
<b>Athletic</b>			
1. Tyler Browning	Athletics Compliance Coordinator	\$6,000	\$6,000
<b>Other</b>			
1. Ryan Hawkins	Treasurer	\$200/month	\$200/month
2. Dana Hart	Interim Director of Human Resources	\$500/month	\$500/month
3. Chris Forde	Director of Marketing & Public Information		\$6,000

**ADDENDUM**

**400.6. Resignation Ratification**

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

1. Lacey Shalenko, Head Women's Basketball Coach, WVC, effective June 13, 2020.

**400.8. Termination of Employment**

**A. Administrative, Non-Exempt**

1. Kyle Gray, Director of Business, LTC, effective June 17, 2020.

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

1. Lindsey Buck, TRIO Upward Bound Coordinator, DO, effective June 17, 2020.

**400.9. Academic Rank Change from Instructor to Assistant Professor**

**A. Faculty**

1. Logan Marshall

#### **400.10. Memorandum of Agreement with IEA/NEA and Bargaining Unit Faculty**

##### 1. Professional Development

This is a Memorandum of Agreement between the Board of Trustees of Illinois Eastern Community Colleges, District No. 529 (“Board”) and the Illinois Eastern Colleges Education Association, IEA-NEA (“Association”). The Board and the Association hereby agree as follows:

1. In recognition of the mutual interests of both parties in supporting the exploration of high quality, pedagogically sound online education opportunities, the parties are committed to attracting interested faculty to pursue professional development initiatives in online education, training and professional development in this area, and to the utilization of appropriate technologies in delivering quality online education.

The parties recognize that current technology allows methods of instruction different from traditional instruction-in-the-classroom and specifically allows delivery of instruction to learners who are not bound within the walls of a campus classroom.

2. Participation by faculty in online education professional development will be voluntary. The decision by a faculty member not to be involved with online education professional development will not be negatively evaluated.
3. Faculty who complete EDU 2198 will be paid a one-time stipend of \$200 upon completion and submitting proof of completion to their Dean of Instruction. Institutional fees and tuition would be waived for this course.
4. Performance of online professional development activities pursuant to this Agreement shall not count as load for a faculty member under section 9.2 of the agreement or toward Educational Level Change under section 9.9.2 or 9.9.3.
5. This Agreement is non-precedential in all aspects. The Board and Association agree that This Memorandum of Agreement shall expire August 12, 2020, and cannot be cited by faculty members in the future.

**#14-A. Board Action to Amend Personnel Report:** Trustee Brenda Culver made a motion to approve the addendum to the Personnel Report and also to amend the Personnel Report, to change the Athletic Director stipend at FCC for Jan Wiles from \$3,500 to \$5,000 and to withdraw the Stipend for OCC Radiography Clinical Oversight payment of \$1,500 and to withdraw the stipend for the OCC Director of

Radiography stipend payment of \$3,000 . 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 and the Chair declared that the “Ayes” have it and the motion carried.

**#14-B. Board Action to Approve Amended Personnel Report:** Trustee Gary Carter made a motion to approve the amended Personnel Report as 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, Andrew Fischer, Al Henager, Jan Ridgely, Barbara Shimer. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

**AGENDA #15 – “Collective Bargaining”** – None.

**AGENDA #16 – “Litigation”** – None.

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

**AGENDA #18 – “Adjournment”** – 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 9:08 p.m.