

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

**MONTHLY MEETING**

**March 16, 2021**



**Location:**

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

<https://zoom.us/j/95518209234>

Meeting ID: 955 1820 9234

Dial in number: 1 312 626 6799

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

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

**Illinois Eastern Community Colleges  
Board Agenda**

**March 16, 2021**

**7:00 p.m.**

**Olney Central College  
OCC Banquet Room**

<https://zoom.us/j/95518209234>

Meeting ID: 955 1820 9234  
Dial in number: 1 312 626 6799

1. Call to Order & Roll Call ..... Chairman Fischer
2. Disposition of Minutes ..... Chancellor Gower
3. Recognition of Visitors and Guests .....Gower
  - A. Visitors and Guests
  - B. IECEA Representative
4. Public Comment
5. Reports
  - A. Trustees
  - B. Chancellor
  - C. Presidents
  - D. Cabinet
6. Policy First Reading (and Possible Approval) .....Gower
  - A. Policy 400.28/ Employment of Relatives
7. Policy Second Reading.....Gower
  - A. None
8. Staff Recommendations for Approval
  - A. Affiliation Agreements .....Gower
    - Carle Non-Clinical Affiliation Agreement/LTC CMA
    - Annual Letter of Renewal Practical Education/ Good Samaritan Hospital
  - B. Identity Theft Prevention Program .....Gower
  - C. Resolution of Support/Bob Boyles Hall Addition FCC.....Gower

- D. Increase to Welding Course Fees .....Gower
- E. Intent to Hire LTC President.....Gower
  
- F. McKendree Articulation Agreements .....Gower
  - AAS ACT to BBA ACC
  - AAS ADM to BBA BUS
  - AAS HRA to BBA HRM
  - AAS MARKET to BBA MKT
  - AAS OMGT to BBA MGT
  
- 9. Bid Committee Report.....Gower
  - A. None
  
- 10. District Finance
  - A. Financial Report ..... Hawkins
  - B. Approval of Financial Obligations ..... Hawkins
  
- 11. Executive Session.....Gower
  
- 12. Approval of Executive Session Minutes
  - A. Written Executive Session Minutes.....Gower
  - B. Audio Executive Session Minutes .....Gower
  
- 13. Approval of Personnel Report .....Gower
  
- 14. Collective Bargaining.....Gower
  
- 15. Litigation .....Gower
  
- 16. Other Items
  
- 17. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Banquet Room, at Olney Central College, 305 North West Street, Olney, Illinois, Tuesday, March 16, 2021.

**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 (via Zoom), Brenda K. Culver, G. Andrew Fischer, Al Henager (via Zoom), Jan Ridgely, Barbara Shimer Also present was Sutton Dunn, student trustee. Trustees absent: None. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

(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.

Roger Eddy, Interim President of Lincoln Trail College (via Zoom).

Rodney Ranes, President of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Ryan Hawkins, Chief Financial Officer/Treasurer.

Andrea McDowell, Director of Human Resources.

Michael Thomas, Dean of Workforce Education (via Zoom).

Renee Smith, Board Secretary.

**AGENDA #2 – “Disposition of Minutes”** – Open meeting minutes as prepared for the regular meeting held Tuesday, February 16, 2021, special meeting held Monday, March 1, 2021, and special meeting held March 2, 2021, were presented for disposition.

**Board Action to Approve Minutes:** Trustee Brenda Culver made a motion to approve the three sets of minutes of the foregoing meetings 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 #3 – “Recognition of Visitors & Guests” –**

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

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

**AGENDA #4 – “Public Comment” –** Trustees heard a presentation from a group of Crawford County leaders concerning the recreation center being constructed on the campus of Lincoln Trail College. Bill Sandiford served as spokesperson for the group to outline a partnering opportunity with the IECC District. Others in addition to Mr. Sandiford in attendance from the Crawford County leadership group were Mark Shaner, Alex Pleasant, and Tony Pleasant.

**AGENDA #5 – “Reports” –**

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

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

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

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

**“Recognition of Student Board Member Sutton Dunn”-** The trustees gave special recognition to Student Trustee Sutton Dunn. Each year the students of a college within the IECC system select a member of the student body to serve as Student Trustee to the Board of Trustees. The colleges make the selection on a rotating basis. Since April 2020, Sutton Dunn from Olney Central College has served as Student Trustee to the IECC Board. Trustees expressed appreciation for his service to the Board of Trustees and the IECC District.

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

**#6-A. Policy 400.28 Employment of Relatives:** Dr. Gower recommended approval of the following policy to address nepotism:

HUMAN RESOURCES - 400

**Employment of Relatives (400.28)**

Date Adopted: March 16, 2021

Illinois Eastern Community Colleges permits the employment of qualified relatives of employees as long as such employment, whether full-time, part-time, or temporary, does not create actual or perceived conflicts of interest.

## Definitions

1) *Relative* is defined as a spouse, child, parent, sibling, grandparent, grandchild, aunt, uncle, niece, nephew, first cousin, or corresponding in-law or “step” relation.

2) Employee means anyone who works for the District full-time, part-time, or on a temporary basis.

3) Direct supervision means one family member being in the direct chain of command, functionally or administratively, over the other.

Relatives are not permitted to work in any position in which an inherent conflict of interest exists. Relatives are permitted to work for the District provided no direct supervisory relationship exists. No candidate and/or employee will be permitted to work within the “chain of command” of a relative such that one relative’s work responsibilities, salary, or career progress could be influenced by the other relative.

This policy applies to all current employees and candidates for employment. No exception to this policy will be made without written consent of the Chancellor and Director of Human Resources.

**Board Action:** Trustee Brenda Culver made a motion to waive second reading and approve the Policy 400.28 Employment of Relatives as presented. Student Trustee Sutton Dunn seconded the motion and on a recorded roll call 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”** – The following staff recommendations were presented for approval.

**#8-A. “Affiliation Agreements”-** IECC enters into affiliation agreements with area health care facilities. The Chancellor recommended approval of an affiliation agreement with Carle Foundation, for Lincoln Trail College’s Certified Medical Assistant Program and for an Annual Letter of Renewal Practical Education with Good Samaritan Hospital, located in Vincennes, Indiana, as presented in full in the Board Agenda.

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

**Board Action:** Trustee Al Henager made a motion to accept the revised Identity Theft Prevention Program document 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-C. Resolution of Support for Bob Boyles Hall Addition - FCC:** Chancellor Gower recommended the Board’s approval of the following resolution which will indicate the general support of the Board of Trustees for the construction of such a center upon the college property. Prior to final action by the Board, there would be a substantial written document prepared and

executed that would detail the rights and responsibilities of the senior center and the IECC Board of Trustees.

**RESOLUTION OF SUPPORT FOR THE DEVELOPMENT OF AN ADDITION TO BOB BOYES HALL ON THE CAMPUS OF FRONTIER COMMUNITY COLLEGE**

**WHEREAS**, Illinois Eastern Community College District #529 is committed to strengthening communities and impacting the lives of residents of our district; and

**WHEREAS**, the residents of Wayne County have expressed both the need for and interest in a dining facility that would improve the quality of life for its senior residents; and

**WHEREAS**, the proposed facility and the programs it would offer would serve Wayne County senior residents by providing a facility to house the Council on Aging lunch program (currently offered through Edwards County) as well as provide campus students and staff a dining option for lunch; and

**WHEREAS**, the City of Fairfield has expressed support for such facility and is interested in providing financial support for the project via TIF funding (and other possible means); and

**WHEREAS**, the Edwards County Council on Aging has approximately \$39,000 designated as seed money for the project (assuming approval by this Council at their March 2021 meeting); and

**WHEREAS**, Fairfield Community Steering Committee for the project is committed to raising additional funding for the project to include private donations as well as investigating grant opportunities.

**THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529:**

1. That the Board of Trustees and the Edwards County Council on Aging will develop a comprehensive contract of operation that will outline the responsibilities and duties of both entities. It is contemplated that such a contract would be fully executed and approved by an official vote of the Board of Trustees prior to the commencement of any construction of the project.
2. In recognition thereof, the Illinois Eastern Community College District #529 Board of Trustees hereby approves this resolution, affirming support for the addition to Bob Boyes Hall for the purposes of providing a location for the Edwards County Council on Aging to house their lunch program and simultaneously providing the students, staff, and faculty of Frontier Community College a lunch dining option.
3. That any past resolution policy, authority, or any action of the Board of Trustees inconsistent with the Resolution, is hereby amended so as to conform with this resolution.
4. That this resolution is in full force and effect from and after its adoption.

**Board Action:** Trustee Gary Carter made a motion to approve the resolution of support for the addition to FCC's Bob Boyles Foundation Hall 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-D. Increase to Welding Course Fees:** An increase in the welding course fee will enable the adequate funding of the welding program to ensure students have access to consumable materials necessary for quality instruction. Chancellor Gower recommended the increase of the welding fee from the current \$50 per course to \$75 per course effective Fall Semester 2021.

**Board Action:** Trustee Brenda Culver made a motion to approve the increase in the welding fee to \$75 per course effective Fall Semester 2021 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-E. Intent to Hire LTC President:** Chancellor Gower recommended that the Board announce that it intends to consider the establishment of an employment contract for the next President of Lincoln Trail College at the April 2021 Board of Trustees meeting.

**Board Action:** Trustee Barbara Shimer a motion to authorize the initial offer of employment to the Board's LTC President candidate. The employment of the LTC President would be presented for approval at the April 27, 2021, Board of Trustees meeting. 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-F. McKendree Articulation Agreements:** The CEO recommended the following five articulation agreements between McKendree University and the IECC District:

**Articulation Agreement  
Between**

**McKendree University and Illinois Eastern Community College**

**AAS ACT to BBA ACC**

This articulation agreement is the result of discussions between McKendree University and Illinois Eastern Community Colleges (IECC). McKendree and IECC agree that both institutions value this cooperative agreement and that this agreement will best serve the current students of both institutions.

## Terms and Conditions

### **Section I: Admissions and Matriculation**

McKendree and IECC have developed a four-year program plan to facilitate the most seamless transfer possible for IECC students who complete the Associate in Applied Science Degree in Accounting at Illinois Eastern Community Colleges and desire to earn the Bachelor of Business Administration in Accounting at McKendree University.

Students who satisfactorily complete the Associate of Applied Science in Accounting requirements with IECC will be admitted to McKendree University.

McKendree and IECC agree to inform potential transfer students of the existence of this institutional articulation agreement and the advantages of pursuing the articulated programs.

### **Section II: Transfer of credit**

McKendree University agrees to accept a maximum of 90 semester hours of credit from the IECC graduate who seeks to complete a baccalaureate degree at McKendree. McKendree University will communicate specific options for students and give careful consideration to all previously completed courses. Courses in addition to those used to earn the Associate in Applied Science Degree in Accounting at IECC will be evaluated individually to determine which are transferable and what requirements have been met. Completion of the Associate in Applied Science Degree in Accounting fulfills all general education requirements with McKendree University.

### **Section III: Program Plan**

The four-year program plan for the BBA in Accounting is included at the end of this agreement. These plans will specify the student degree course plan and transfer credit requirements.

Degree course plans will be reviewed by both McKendree University and Illinois Eastern Community Colleges representatives on an annual basis, and revised or updated as needed to reflect any changes in the degree requirements.

Notices should be mailed to the following addresses by first class mail in order to fulfill any notice of revision/updates to this Agreement.

For Illinois Eastern Community Colleges:

Eva Fatheree

Coor. of Curricular Reporting & Articulation

Illinois Eastern Community College

233 East Chestnut Street

Olney, IL 62450

For McKendree University:

Dr. Melissa Meeker

Dean of Worldwide Programs

McKendree University

701 College Road

Lebanon, IL 62254

### **Terms of the Agreement**

This agreement becomes effective on August 1, 2021 and remains in effect until July 31, 2025, unless changed in writing by mutual agreement of McKendree University and Illinois Eastern Community

Colleges. The agreement can be amended at any time with the approval of both institutions. Should either institution desire to discontinue this agreement, written advance notification of 60 days will be required. Termination, however, will not be executed without a negotiated teach-out agreement for students currently enrolled.

Both institutions hereby indicate full agreement to the terms and conditions included above and the honoring of the course, program, and other requirements outlined in the four-year program plan attached at the end of this agreement.

**IN WITNESS WHEREOF, the parties have executed this Articulation Agreement by their duly authorized officers on the date first written above.**

**Illinois Eastern Community Colleges**

**McKendree University**

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Dr. Ryan Gower

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Dan Dobbins

Chancellor

President

Illinois Eastern Community Colleges

McKendree University

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Dr. Tami Eggleston

Interim Provost

McKendree University

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Dr. Jean Sampson

Chair, School of Business

McKendree University

**Articulation Agreement  
Between**

**McKendree University and Illinois Eastern Community College**

**AAS ADM to BBA BUS**

This articulation agreement is the result of discussions between McKendree University and Illinois Eastern Community Colleges (IECC). McKendree and IECC agree that both institutions value this cooperative agreement and that this agreement will best serve the current students of both institutions.

Terms and Conditions

**Section I: Admissions and Matriculation**

McKendree and IECC have developed a four-year program plan to facilitate the most seamless transfer possible for IECC students who complete the Associate in Applied Science Degree in Office Administration at Illinois Eastern Community Colleges and desire to earn the Bachelor of Business Administration in Business Administration at McKendree University.

Students who satisfactorily complete the Associate of Applied Science in Office Administration requirements with IECC will be admitted to McKendree University.

McKendree and IECC agree to inform potential transfer students of the existence of this institutional articulation agreement and the advantages of pursuing the articulated programs.

**Section II: Transfer of credit**

McKendree University agrees to accept a maximum of 90 semester hours of credit from the IECC graduate who seeks to complete a baccalaureate degree at McKendree. McKendree University will communicate specific options for students and give careful consideration to all previously completed courses. Courses in addition to those used to earn the Associate in Applied Science Degree in Office Administration at IECC will be evaluated individually to determine which are transferable and what requirements have been met. Completion of the Associate in Applied Science Degree in Office Administration fulfills all general education requirements with McKendree University.

**Section III: Program Plan**

The four-year program plan for the BBA in Business Administration is included at the end of this agreement. These plans will specify the student degree course plan and transfer credit requirements.

Degree course plans will be reviewed by both McKendree University and Illinois Eastern Community Colleges representatives on an annual basis, and revised or updated as needed to reflect any changes in the degree requirements.

Notices should be mailed to the following addresses by first class mail in order to fulfill any notice of revision/updates to this Agreement.

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Eva Fatheree  
Coor. of Curricular Reporting & Articulation  
Illinois Eastern Community College  
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Olney, IL 62450

For McKendree University:

Dr. Melissa Meeker  
Dean of Worldwide Programs  
McKendree University  
701 College Road  
Lebanon, IL 62254

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Both institutions hereby indicate full agreement to the terms and conditions included above and the honoring of the course, program, and other requirements outlined in the four-year program plan attached at the end of this agreement.

**IN WITNESS WHEREOF, the parties have executed this Articulation Agreement by their duly authorized officers on the date first written above.**

**Illinois Eastern Community Colleges**

**McKendree University**

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Dr. Ryan Gower

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McKendree University

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Dr. Tami Eggleston

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McKendree University

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Dr. Jean Sampson

Chair, School of Business

McKendree University

**Articulation Agreement  
Between  
McKendree University and Illinois Eastern Community College  
AAS HRA to BBA HRM**

This articulation agreement is the result of discussions between McKendree University and Illinois Eastern Community Colleges (IECC). McKendree and IECC agree that both institutions value this cooperative agreement and that this agreement will best serve the current students of both institutions.

Terms and Conditions

**Section I: Admissions and Matriculation**

McKendree and IECC have developed a four-year program plan to facilitate the most seamless transfer possible for IECC students who complete the Associate in Applied Science Degree in Human Resource Assistant at Illinois Eastern Community Colleges and desire to earn the Bachelor of Business Administration in Human Resource Management at McKendree University.

Students who satisfactorily complete the Associate of Applied Science in Human Resource Assistant requirements with IECC will be admitted to McKendree University.

McKendree and IECC agree to inform potential transfer students of the existence of this institutional articulation agreement and the advantages of pursuing the articulated programs.

**Section II: Transfer of credit**

McKendree University agrees to accept a maximum of 90 semester hours of credit from the IECC graduate who seeks to complete a baccalaureate degree at McKendree. McKendree University will communicate specific options for students and give careful consideration to all previously completed courses. Courses in addition to those used to earn the Associate in Applied Science Degree in Human Resource Assistant at IECC will be evaluated individually to determine which are transferable and what requirements have been met. Completion of the Associate in Applied Science Degree in Human Resource Assistant fulfills all general education requirements with McKendree University.

**Section III: Program Plan**

The four-year program plan for the BBA in Human Resource Management is included at the end of this agreement. These plans will specify the student degree course plan and transfer credit requirements.

Degree course plans will be reviewed by both McKendree University and Illinois Eastern Community Colleges representatives on an annual basis, and revised or updated as needed to reflect any changes in the degree requirements.

Notices should be mailed to the following addresses by first class mail in order to fulfill any notice of revision/updates to this Agreement.

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Both institutions hereby indicate full agreement to the terms and conditions included above and the honoring of the course, program, and other requirements outlined in the four-year program plan attached at the end of this agreement.

**IN WITNESS WHEREOF, the parties have executed this Articulation Agreement by their duly authorized officers on the date first written above.**

**Illinois Eastern Community Colleges**

**McKendree University**

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Dr. Ryan Gower

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\_\_\_\_\_

Dr. Jean Sampson

Chair, School of Business

McKendree University

**Articulation Agreement  
Between  
McKendree University and Illinois Eastern Community College  
AAS MARKET to BBA MKT**

This articulation agreement is the result of discussions between McKendree University and Illinois Eastern Community Colleges (IECC). McKendree and IECC agree that both institutions value this cooperative agreement and that this agreement will best serve the current students of both institutions.

Terms and Conditions

**Section I: Admissions and Matriculation**

McKendree and IECC have developed a four-year program plan to facilitate the most seamless transfer possible for IECC students who complete the Associate in Applied Science Degree in Marketing Business Management at Illinois Eastern Community Colleges and desire to earn the Bachelor of Business Administration in Marketing at McKendree University.

Students who satisfactorily complete the Associate of Applied Science in Marketing Business Management requirements with IECC will be admitted to McKendree University.

McKendree and IECC agree to inform potential transfer students of the existence of this institutional articulation agreement and the advantages of pursuing the articulated programs

**Section II: Transfer of credit**

McKendree University agrees to accept a maximum of 90 semester hours of credit from the IECC graduate who seeks to complete a baccalaureate degree at McKendree. McKendree University will communicate specific options for students and give careful consideration to all previously completed courses. Courses in addition to those used to earn the Associate in Applied Science Degree in Marketing Business Management at IECC will be evaluated individually to determine which are transferable and what requirements have been met. Completion of the Associate in Applied Science Degree in Marketing Business Management fulfills all general education requirements with McKendree University.

**Section III: Program Plan**

The four-year program plan for the BBA in Marketing is included at the end of this agreement. These plans will specify the student degree course plan and transfer credit requirements.

Degree course plans will be reviewed by both McKendree University and Illinois Eastern Community Colleges representatives on an annual basis, and revised or updated as needed to reflect any changes in the degree requirements.

Notices should be mailed to the following addresses by first class mail in order to fulfill any notice of revision/updates to this Agreement.

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701 College Road  
Lebanon, IL 62254

**Terms of the Agreement**

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Both institutions hereby indicate full agreement to the terms and conditions included above and the honoring of the course, program, and other requirements outlined in the four-year program plan attached at the end of this agreement.

**IN WITNESS WHEREOF, the parties have executed this Articulation Agreement by their duly authorized officers on the date first written above.**

**Illinois Eastern Community Colleges**

**McKendree University**

\_\_\_\_\_  
Dr. Ryan Gower

\_\_\_\_\_  
Dan Dobbins

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**Articulation Agreement  
Between**

**McKendree University and Illinois Eastern Community College**

**AAS OMGT to BBA MGT**

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Terms and Conditions

**Section I: Admissions and Matriculation**

McKendree and IECC have developed a four-year program plan to facilitate the most seamless transfer possible for IECC students who complete the Associate in Applied Science Degree in Office Management at Illinois Eastern Community Colleges and desire to earn the Bachelor of Business Administration in Management at McKendree University.

Students who satisfactorily complete the Associate of Applied Science in Office Management requirements with IECC will be admitted to McKendree University.

McKendree and IECC agree to inform potential transfer students of the existence of this institutional articulation agreement and the advantages of pursuing the articulated programs.

**Section II: Transfer of credit**

McKendree University agrees to accept a maximum of 90 semester hours of credit from the IECC graduate who seeks to complete a baccalaureate degree at McKendree. McKendree University will communicate specific options for students and give careful consideration to all previously completed courses. Courses in addition to those used to earn the Associate in Applied Science Degree in Office Management at IECC will be evaluated individually to determine which are transferable and what requirements have been met. Completion of the Associate in Applied Science Degree in Office Management fulfills all general education requirements with McKendree University.

**Section III: Program Plan**

The four-year program plan for the BBA in Management is included at the end of this agreement. These plans will specify the student degree course plan and transfer credit requirements.

Degree course plans will be reviewed by both McKendree University and Illinois Eastern Community Colleges representatives on an annual basis, and revised or updated as needed to reflect any changes in the degree requirements.

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Lebanon, IL 62254

**Terms of the Agreement**

This agreement becomes effective on August 1, 2021 and remains in effect until July 31, 2025, unless changed in writing by mutual agreement of McKendree University and Illinois Eastern Community Colleges. The agreement can be amended at any time with the approval of both institutions. Should either institution desire to discontinue this agreement, written advance notification of 60 days will be required. Termination, however, will not be executed without a negotiated teach-out agreement for students currently enrolled.

Both institutions hereby indicate full agreement to the terms and conditions included above and the honoring of the course, program, and other requirements outlined in the four-year program plan attached at the end of this agreement.

**IN WITNESS WHEREOF, the parties have executed this Articulation Agreement by their duly authorized officers on the date first written above.**

**Illinois Eastern Community Colleges**

**McKendree University**

\_\_\_\_\_  
Dr. Ryan Gower

\_\_\_\_\_  
Dan Dobbins

Chancellor

President

Illinois Eastern Community Colleges

McKendree University

\_\_\_\_\_  
Dr. Tami Eggleston

Interim Provost

McKendree University

\_\_\_\_\_  
Dr. Jean Sampson

Chair, School of Business

McKendree University

**Board Action:** Trustee Brenda Culver made a motion to approve the foregoing articulation agreements with McKendree University 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.

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

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

**#10-A. Financial Reports:** The monthly financial reports were presented, including the treasurer’s report, showing the balance in all funds as of February 28, 2021.

**#10-B. Approval of Financial Obligations:** District financial obligations (Listing of Board Bills) for February, 2021 totaling \$896,724.69 were presented for approval.

**Board Approval for Payment of Financial Obligations:** Trustee Jan Ridgely made a motion to approve payment of district financial obligations for February 2021, 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 – “Executive Session”** – The Board of Trustees did not hold an executive session at this meeting.

**AGENDA #12 – “Approval of Executive Session Minutes”** – The following actions were taken relative to executive session minutes. #12-A. Written Executive Session Minutes: The Chairman recommended that written minutes and audio recorded minutes of an executive session held during the regular meeting Tuesday, February 16, 2021 be approved and remain closed at this time.

**Board Action:** Trustee Barbara Shimer made a motion to approve, as prepared, written minutes and audio recorded minutes of an executive session held February 16, 2021, but that executive session minutes of that date will remain closed and not be opened to public inspection at this time. This audio recording shall be destroyed 18 months after the date of the meeting if the Board has adopted written minutes of the executive session in question. Trustee Brenda Culver seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared the “Ayes” have it and the motion was adopted.

**AGENDA #13 – “Approval of Personnel Report”** – Andrea McDowell presented the following Personnel Report and the Chancellor recommended approval.

## **400.1. Selection of Lincoln Trail College President**

### **A. Administrative**

1. Dr. Zahi Atallah, President, LTC, effective July 1, 2021.

#### **400.2. Change in Status**

##### **A. Administrative, Exempt**

1. Amber Malone, Administrative Assistant, LTC, to Associate Dean of Admissions & Records, DO, effective March 17, 2021.

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

1. Justn Young, Office Assistant, FCC, to Coordinator of Financial Aid, FCC, effective March 17, 2021.

#### **400.3. Special Assignment**

##### **A. Faculty**

1. Kinsey Whitaker, Coordinator, Physical Therapy Assistant Program, WVC, \$1,500 per academic year.

##### **B. Administrative, Non-Exempt**

1. Mary Johnston, Director of Business, FCC, for building supervision, \$3,000 per fiscal year, effective March 29, 2021.

#### **400.4. Classification Change**

##### **A. Administrative, Non-Exempt, to Administrative, Exempt**

1. Mary Johnston, Director of Business, FCC, effective March 29, 2021.
2. Jamie Henry, Director of Business, LTC, effective March 29, 2021.
3. Reilly Baumgart, Director of Business, WVC, effective March 29, 2021.

#### **400.5. Resignation Ratification**

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

1. Shawn Hall, Head Soccer Coach, LTC, effective February 18, 2021.

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

1. Tristan Caparas, Information Systems Technician, LTC, effective March 17, 2021.

#### **400.6. Amended Retirement**

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

1. Michael Thomas, Dean of Workforce Education. Original retirement date was May 1, 2021. Amended retirement date is October 1, 2021.

#### **400.7. Retirement Ratification**

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

1. Theresa Marcotte, Associate Dean of Nursing & Allied Health, OCC, effective May 16, 2021.

**Board Action to Approve Personnel Report:** Trustee Gary Carter made a motion to approve the 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 #14 – “Collective Bargaining”** – None.

**AGENDA #15 – “Litigation”** – Chancellor Gower provided an update on pending litigation.

**AGENDA #16 – “Other Items”** - None.

**AGENDA #17 – “Adjournment”** – Trustee Al Henager made a motion to adjourn. Trustee Gary Carter seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting adjourned at 8:28 p.m.