

BUDGET HEARING
5:15 p.m.
OFFICE OF SHAWNEE COMMUNITY COLLEGE
RIVER ROOM, COLLEGE ROAD
ULLIN, ILLINOIS
October 7, 2019

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on October 7, 2019. The meeting was called to order by Chairman Randall Rushing.

The roll call was as follows:

Present

Ms. Cathy Belcher
Mr. Steve Heisner
Mr. Randall Rushing
Ms. Andrea Witthoft
Mr. Steven Etter, Student Trustee

Absent

Mr. Michael McMahan
Mr. Don E. Patton
Mr. John Windings

Others Present:

Kathleen Curphy, Ph.D., Interim President
Countance Anderson, Ed.D., Vice President of Student Success & Services
Kristin Shelby, Ph.D., Dean of Academic Affairs and Student Learning
Greg Mason, Ph.D., Dean of Innovation, Adult Basic and Continuing Education
Brandy Woods, Director of Business Services
Rob Betts, Director of Communications/Public Relations
Beth Crowe, Administrative Assistant to the President

There were no members of the community in attendance and no questions were asked by anyone relating to the FY20 budget.

**SCC BOARD MEETING
OFFICE OF SHAWNEE COMMUNITY COLLEGE
RIVER ROOM, COLLEGE ROAD
ULLIN, ILLINOIS
OCTOBER 7, 2019**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on October 7, 2019. The meeting was called to order by Chairman Randall Rushing.

The roll call was as follows:

Present

Ms. Cathy Belcher
Mr. Steve Heisner
Mr. Michael McMahan
Mr. Don E. Patton
Mr. Randall Rushing
Mr. John Windings
Ms. Andrea Witthoft
Mr. Steven Etter, Student Trustee

Others Present:

Kathleen Curphy, Ph.D., Interim President
John Schneider, Attorney
Countance Anderson, Ed.D., Vice President of Student Success & Services
Kristin Shelby, Ph.D., Dean of Academic Affairs and Student Learning
Greg Mason, Ph.D., Dean of Innovation, Adult Basic and Continuing Education
Brandy Woods, Director of Business Services
Rob Betts, Director of Communications/Public Relations
Beth Crowe, Administrative Assistant to the President

RECOGNITION OF GUESTS AND PUBLIC COMMENT

Dr. Curphy introduced Felicia Rouse, Administrative Assistant to VPAA, and India Hampton IR.
Dr. Anderson introduced Student Senate members
Dr. Gary Davis attended to discuss Presidential Search Process
Maxine Russell asked the Board to strongly consider who they put in employment positions.

FORMAL PRESENTATION

None

A motion was made by Don Patton and seconded by Steve Heisner to approve the consent agenda as follows:

1. Minutes of Regular Meeting September 3, 2019
Minutes of Special Meeting September 23, 2019
2. Consideration of Treasurer's Report
3. Approval of Bills

Education Fund	\$927,505.09
Building Fund	10,739.48
Restricted Bldg. Fund	9,279.43
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	54,586.93
Restricted Purposes Fund (Grants)	94,756.43
Restricted Purposes - FWS*	0.00
Restricted Purposes - PELL	0.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	2,461.69
Audit Fund	2,500.00
Liab. Prot. Settlement Fund (TORT)	75,552.30
 Grand Total	 \$1,177,381.35

On roll call vote, the members voted as follows:

Ms. Cathy Belcher - yes
Mr. Steve Heisner - yes
Mr. Michael McMahan - yes
Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Cathy Belcher and seconded by Steven Etter to approve the addendum to restricted purposes fund for the purposes of repaying the inter fund loan outstanding originally made on 6/30/19 from the Education Fund to the Restricted Purposes Fund in the amount of \$60,000.00.

On roll call vote, the members voted as follows:

Ms. Cathy Belcher - yes
Mr. Steve Heisner - yes
Mr. Michael McMahan - yes
Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

FACULTY REPORT

Shawnee Community Faculty led recruiting efforts during the SEMO District Fair. From September 7-14, faculty from each academic division handed out information and met with individuals at the recruiting booth. Programs receiving inquiry were Truck Driving, Nursing, Business, Cosmetology, Pre-Engineering, and General Education.

Lori Armstrong on September 13th: attended a transitional math meeting at Southeastern Illinois College with Dr. Shelby. Met with Jason Fitzgerald, SIC's Math and Science Department Chair and was given a "tour" of the human cadaver they use for anatomy and physiology courses. -Attended the AACC Guided Pathways workshop in Denver, CO on October 2, 2019.

Tony Gerard and Lori Armstrong presented "Bites and Stings" educational programs to over 300 area 4th graders at Health and Safety Day Camp held at the Vienna Park on September 19th

Saturday October 12, 2019, Roberta Christie is traveling to Heartland CC in Normal, IL to attend an IMACC Curriculum Committee meeting.

Topics will include: Transitional math, the Dual Credit Quality Act Amendment, Co-requisites, placement, teacher education changes, and the new high school graduation requirements and how they will impact placement.

Lee Van Alstine: Orchestra Concert was well received, several members of the community thanked us for inviting the orchestra here. Metropolis Chamber of business expressed interest in promoting the concert. If we invite them again, I will pursue outside help in defraying the cost of the concert.

Regional Band concert is Thursday Oct. 17th. The concert will feature music of the British Band Queen.

Dr. Fischer and the Ag Club students attended the following events:

September - 7 - Cache River Days
September 12 - SEMO District Fair
September 19 - Vienna Safety Days

Dr. Fischer and AG Club students also have visited the following high schools, promoting Shawnee's Ag program and CTE programs:

September 24 - Cobden High School
September 24 - Century High School
September 27 - Joppa High School
October 2 - Goreville High School
October 3 - Shawnee High School
October 8 - Meridian High School

September 21 - Dr. Fischer attended the day-long Southern Illinois Conservation Workshop hosted by U of I and held at Shawnee Community College.

October 3 - Dr. Fischer also attended the "Identifying Grasses Made Easy" workshop hosted by U of I and held at the Cache River Wetlands Center.

Ruth Smith, Education and English instructor, and Wendy Harris, Cosmetology instructor, attended the Cairo Blues Fest on September 6th and 7th with Stephanie Hayes, Cosmetology adjunct instructor, and multiple Cosmetology students. Flyers were given out to promote all of the Career and Technology Education programs as well as coupons for Saints Cuts and Color Salon discounts.

Phyllis Sander, Accounting-Business-Computer instructor, represented the Business, Occupation, Technology Division at the SEMO District Fair on Thursday, September 12th. The college booth was set up in the vendor arena with access to all who passed through. College pamphlets were given out, and entries were college for a drone giveaway.

Ruth Smith spoke with Nancy Mundschenk, Director of Teacher Education at SIU, and Joshua Stafford, Vienna High School Superintendent, regarding the Southern Illinois Network for Future Teachers. SIU applied for the grant, and the Network is funded by The Scaling Education Pathways in Illinois (SEPI) program. Shawnee Community College and "eight communities will be funded to implement an initiative that streamlines the career paths for prospective teachers" in order to address the increasing teacher shortage. The program provides teaching career preparation in high schools with the expectation of attracting a more diverse group of students to become teachers. Cobden and Vienna High Schools are the participating high schools within the College district. A curriculum pathway is being created for students to obtain their Associates degree in Education at Shawnee Community College. A recent Southern Illinoisan article provides an overview of the grant initiative:

<https://news.siu.edu/2019/05/052919-teachers-start-grant.php>

Ruth Smith, Education and English instructor, attended the American Association of Community Colleges Guided Pathways conference in Denver, CO on October 2, 2019 with Lori Armstrong, Biology instructor, and JoElla Basler, Psychology instructor. The goal of Guided Pathways is to increase completion rates in less time than traditionally is occurring with the majority of community college students. Completion should occur in 2-3 years rather than 4+ years with the implementation of Guided Pathways. A realistic timeline indicates that implementation at Shawnee Community College could begin as early as the fall of 2021.

STUDENT TRUSTEE REPORT

Student Trustee Steven Etter reported on the:

Student Senate meeting that was held on October 07, 2019.

Student Senate Fall Feast Planning Meeting held on September 30, 2019.

Athletic Concession Schedule 2019-20.

FOUNDATION REPORT

Ten new scholarships
Grants Management
Employee Giving Program
Blood Drive October 10, 2019
Phi Beta Cappa planning for Easter Egg hunt
Hunt and Food drive project awards
Trio Student Success Center activities

ICCTA REPORT

Trustee Don Patton reported on:
Fall Veto session center on Pension Reform, early college and property tax reform
Mr. Patton attended a seminar on cannabis
New ICCB logo unveiled
Next year 50th anniversary for ICCTA

VICE PRESIDENTS' REPORT

Academic Affairs & Student Learning

Library

The library started off the semester with a roar. Tracey Johnson, librarian, spoke to four Ag classes about finding scholarly material and spoke to two psychology classes about evaluating psychology blogs. The library added several non-fiction audiobooks that are actually college courses on several topics.

Interlibrary loan was brisk in August and the first week of September. On average, for every one item SCC borrowed from another library, nearly 6 items were loaned out from SCC's collection.

The Keurig coffee pot in the library has also seen a brisk business. The free K cup coffee station has been a big hit, with students using four to 15 cups a day. Nursing students especially like the coffee before or after a big test. The coffee station, suggested earlier by an HLC reviewer, has also increased staff interaction with students and contributed nicely to student engagement. Overall, the library is seeing more use as a place to be; by noon on Monday, Sept. 9, nearly 20 students had taken advantage of study tables throughout the library.

Instructional Technology

Rob completed the new Moodle instructor course. Rob represented Shawnee at the ILCCO meeting that was held at RLC on September 11th. Russ and Rob helped with the athletic department convocation.

Anna Center

The Illinois Department of Employment Security held a meeting in the Anna Center conference room on September 4th. The Union County Chamber of Commerce held their monthly meeting at the Anna Center on September 5th, featuring Dr. Curphy as the key-note speaker. A transfer representative from SEMO visited the Anna Center on September 11th to speak to students regarding the transfer process upon completion at SCC. Shawnee Develop Council hosted TABE testing on September 12th and 26th. The Union County CEO program held their monthly board meeting on September 17th. The Human Rights Authority met in the conference room on September 17th and 18th. A CPR course was held on September 18th and a Driver Safety course was taught on September 21st. Anna Center representatives and several SCC students participated in the AJ Homecoming Parade on Friday, September 27th.

Cairo Center

The Cairo Center staffed a vendor table at the 1st Annual Smooth Jazz on River Festival in Cairo on Saturday, August 31st. At the event, Cairo Center staff handed out information cards and several people expressed interest in attending SCC and have already scheduled appointments to register. Several businesses have reached out to the Cairo Center to discuss partnerships with SCC to help meet hiring demands.

The Cairo Center Director met with Dr. Mason on September 4th to discuss community education classes and training programs for the Cairo Center that will prepare students for future employment and/or entrepreneurship endeavors. Community education program suggestions include the possibility of offering a sewing class (there is a local company in need of employees with sewing ability), and carpentry/construction classes. Plans and programs are also being discussed to provide those in our community and surrounding communities with skillsets and training necessary for employment at the Port Terminal Project expected to be completed within the next 24 months.

Metro Center

Enrollment of Fall 2019 dual credit students from Massac County and Joppa high schools was completed by 10th day. Hayley Story, Connie McGinnis, Phyllis Sander, and a Business Computer Systems instructor from the college spoke to students in September at Massac County High School regarding fall dual credit classes in Math, Business, and Computers. A Drivers Safety class was held on September 26th at the Metro Center.

Vienna Center

Late start classes began the week of September 9th. On September 13th, Greg Sheppard, Leslie Weldon, and Teale Betts attended the Vienna High School Career Expo. The Expo was for freshman through senior classes at Vienna High School. Prospect forms were collected from students who visited the SCC booth. Vienna High School seniors attended a Federal Student Aid (FSA) Identification workshop. During their high school advisory period on September 11th, September 18th, and September 25th, FSA ID workshops were available for students and provided assistance in applying for a FSA ID, which must occur prior to students completing a FAFSA (Free Application for Federal Student Aid) form. The workshop was designed to assist

students and parents to obtain their FSA ID before the October 3rd FAFSA completion day at the Vienna Center. On September 11th, Leslie Weldon and Teale Betts administered the career key inventory to sophomores at Vienna High School and introduced career paths and SCC degrees leading to those career paths. Students will have the opportunity to meet with Teale Betts to discuss what degree/certificate program Shawnee Community College has matching the respective career path.

The Vienna Center represented Shawnee Community College at the September 21st football game at Vienna High School. Student Ambassadors, along with Teale Betts attended the game and threw out Shawnee Community College t-shirts and footballs. The Vienna Center hosted a FAFSA Completion event on October 3rd from 2 to 6 PM. On October 4th, Teale Betts presented to the Johnson County Women's Club during a luncheon regarding the opportunities available through Shawnee Community College. On October 5th, Shawnee Community College participated in the Heritage Festival parade.

Nursing

Last spring the Nursing Department purchased a high fidelity manikin named Victoria. Victoria is able to simulate the labor and delivery of a newborn thus, allowing nursing students the opportunity to monitor, assess, and perform nursing interventions in a realistic and safe manner. On Faculty Workshop Day, a representative for the Gaumard company was on campus to provide training on the use of Victoria. The following Thursday and Friday simulation labs were conducted to allow all of the ADN nursing students in OB to experience the simulation of providing care to a mother and infant throughout labor and delivery. In addition to Victoria's use for our obstetrics courses, the non-pregnant abdomen for Victoria was purchased to expand simulation opportunities to fundamentals, procedures, and medical-surgical courses in both the ADN and PN nursing programs.

The application process for the practical and associate degree nursing programs has begun. After reviewing previous retention statistics for the nursing programs and deliberation among the nursing faculty, the admission requirements for both the practical nurse program and ADN program were revised to a minimum TEAS score of 60 and cumulative GPA of 2.5. In addition, the ranking process for the practical nurse program now allows additional points for students who are active certified nursing assistants. Students will continue to be awarded points for excelling in select prerequisite classes for the purpose of determining admission to the nursing programs. The deadline for applications acceptance is February 14, 2020 for practical nursing and March 27, 2020 for ADN program.

Workforce Innovation

Joint Apprenticeship (Partnership)

The inaugural cohort of students participating under the Joint Apprenticeship partnership between Shawnee Community College and the General Contractors' Union is set to begin in October. Students are being enrolled in two SCC on-line courses: ENG 111 - English Composition 1 (or ENG 124 Technical Communication 1) and COM 111 - Business and

Computer Systems. The students will also be enrolled in a New Apprentice - Craft Orientation (applied learning) class taught by a trades union instructor.

SIU-ROTC (Partnership)

Dr. Mason received word from the Southern Illinois University ROTC (SIU-ROTC) program coordinator, Maj. Jarrad Glasenapp that the proposed partnership between SIU-ROTC and Shawnee Community College is currently on hold. They received directives from the United States Army Cadet Command (USACC) (who oversees/commands all of the Army ROTC programs across the country) that ROTC programs are not to pursue new cross-town agreements with colleges/universities until further notice. Major Glasenapp expressed his hopes that this directive will be revisited by the USACC Staff sometime next fiscal year so we can pursue what could be a great partnership.

Union Chamber of Commerce (SBDC Outreach)

The SBDC sponsored a lunch for the Union Chamber of Commerce at the SCC Anna Extension Center. The lunch was catered by long-time SBDC client, The Kitchen on Lafayette.

Union County Economic Development (Workforce Development)

Dr. Mason represented the college president at a meeting of the Union County Economic Development Corporation (UCED). The UCED promotes regional growth in the Union County area by capitalizing on the region's assets and pooling the resources of those communities located in the county to recruit and retain business and industry vital to the economic future of the region. Dr. Mason spoke on the role of the college in economic development and SCC's intent to expand programs and services that will provide the trained workforce local employers need.

Workforce Equity Initiative (Workforce Development)

The college is responding to an invitation from the Illinois Community College Board (ICCB) to all community colleges to apply for the *Workforce Equity Initiative*. The state is providing \$18.7 million dollars to respond to the increasing need to ensure workforce equity for African Americans in Illinois. The purpose of the grant is to create, support or expand short-term workforce training opportunities in high need communities focused on specific sectors with identified workforce gaps. The programs developed must be a part of a career pathway that allows participants to obtain an industry recognized credential and/or a community college certificate in the shortest possible time, while maintaining quality instruction and enhancing the participant's eligibility for employment in the identified sectors.



Dr. Kathleen Curphy, Interim President

November 4, 2019

Date

Student Success & Services

Athletics

The Saints Annual Golf Challenge was held on September 6, 2019 at the Union County Country Club. This year, there were 12 teams and 38 hole sponsorships. It was a good day for SIANTS Athletics. All five sports were represented with student athletes attending to support and serve throughout the day.

The first home Volleyball game (versus Rend Lake) was held on August 28. Over 200 people were in attendance. In addition, SCC participated in the Region 24 Men's Basketball Tour on September 13. Several collage coaches were in attendance including Nebraska Omaha, Christian Brothers, University of Southern Indiana and Austin Peay.

Student Success Center

Tutoring: Forty-six requests for tutoring were submitted this month. Of those the majority have been request for tutorial assistance with developmental Math and developmental English.;

Testing Lab: There were 342 exams administered this month: 291 ACCUPLACER, 10 Pearson-Vue exams, 2 Distance Learning exams, 8 tests with accommodations, 14 make-up tests, 6 INACE (Illinois Nurse Aide Competency Exam), 9 CNA TABE (Certified Nurse Assistant, Test of Adult Basic Education), and 2 CLEP (College Level Examination Program).

Retention Alert: There are currently 114 student retention cases open - 54 academic issues and 60 classroom issues. Faculty and advisors work in collaboration to bridge students to resources; both internal and external to promote student success.

Educational Talent Search

Educational Talent Search was awarded a supplemental STEM grant for the new grant cycle starting September 1. The additional \$36,700 was awarded in response to ETS's proposal to develop the TRIO Talent Search Ambassador Initiative to increase the level of service being provided to students to promote STEM fields and the use of technologies to lead students to completing college programs.

Student Success Services

The director reports that 45 degrees were completed by program participants for 2018-2019 (Fall 5, Spring 27 and Summer 13).

Financial Aid

The Financial Aid department has awarded 261 scholarships (not including returning students, other than athletics) for an estimated amount of \$411,955. To date, 436 Pell grants have been awarded for 2019-2020 for a total of \$1,191,830.

Addressing Food Insecurity on Campus

The Vice President of Student Success and Services is conducting a focus group of faculty, staff and students

to discuss the pressing challenge of food insecurity at Shawnee Community College.

“Community college students come to campus with dreams of earning a degree or certificate and getting a job that pays well; they also often come with limited resources and, in many cases, multiple financial obstacles. Recent research has shed light on one particularly pressing challenge that many community college students face: food insecurity” (Achieving the Dream, 2018). This involves a two-pronged approach of assisting through a food pantry on campus (short-term support) as well as connecting students to a wider set of services for long-term support (Achieving the Dream, 2017). Data further suggest that a student’s ability to focus on school is comprised when they lack access to basic needs (Goldrick-Rab, Broton & Eisenberg, 2015).



Countance Anderson, Ed.D. Vice President of Student Success and Services

9-16-2019

Date

INTERIM PRESIDENT’S REPORT

Dr. Curphy reported on the following:

Community Engagement

I attended the Cache River Days and the Cairo Heritage Days Festivals. Both events were attended by faculty promoting their programs.

Workforce Development:

Dr. Anderson, Dr. Mason. Teale Betts and myself met with representatives of the Illinois Laborer’s and Contractors Joint Apprenticeship and Training Program to discuss the implementation of the program which begins today, October 7, 2019. Teale Bette’s is the liaison for Shawnee Community College for this program.

Shelby Adkinson and myself met with Fred Bernstein of the Community Health Emergency Services to discuss ways we may work together including using their facility for CNA training.

Accreditation

The College has received the ICCB Certificate of Recognition which is granted to districts which meet ICCB standards and affirms the district's eligibility to receive state grants appropriated to ICCB and is effective through September 2024. I would like to thank Dr. Kristin Shelby, Dr. Dee Blakely, Sabrina Black, and Danielle Boyd who gathered the information and wrote the report.

Enrollment

The second eight weeks begins today, and our enrollment is down a little over 1% which is a significant gain over the previous fall. At the end of last fall, the enrollment decline was over 20%. We are still offering non-credit classes so the 1% may slightly change.

Foundation

Since the last report, Gene Hohn has secured ten new scholarships. Three of those scholarships include internship opportunities with the potential of the student being hired upon graduation and receipt of certification. The Saints Foundation Board of Trustees are using the month of September for a blitz on making scholarship proposals within their communities. Those results will be reported in October.

A grants management Policy and Procedures process is being drafted to provide proper tracking of grants College-wide. A Policies and Procedures document is being prepared for the Saints Foundation to address the proper handling of all donations made to the Saints Foundation to ensure that we are complying with all applicable laws and regulations and providing proper documentation.

An Employee Giving Campaign will be launched in mid-October allowing College employees to make pre-tax charitable gifts to the Saints Foundation through payroll deduction. The first goal established for the campaign is to create an endowed scholarship in the name of Tiffany Ryan a former long-term employee of the College.

Speaking Engagements

The Union County Chamber of Commerce held their monthly meeting at the Anna Center on September 5th, featuring Dr. Curphy as the key-note speaker.

Important Upcoming Dates/Announcements

We had our campus safety meeting today and there were some questions and concerns I would like to ask you about.

With us restricting access to a limited number of exterior doors, do you think an email should be sent out to explain that it is for everyone's safety and not to prop doors open?

Currently at extension centers the exterior doors are locked at 6:30pm and nobody is working front desk. In the event of severe weather or an incident that may occur, the only employees would be instructors that are in the classroom. We don't have a way to contact these instructors unless we call their cell phone number, if we have it. Evening classes are Monday - Thursday Any ideas or suggestions on what we can do?

Can we continue to schedule first aid, CPR, and AED trainings for faculty and staff?

When we met with the State Police to review the campus safety plan they discussed physically numbering our exterior doors. Is this something I can work with Rob on?

Announcements

Shared Governance Meeting: 9.04.19 11:00 a.m. the Minutes are in your Folder

Upcoming Events:

October 11, 2019: Assessment Day

October 18, 2019: Chili Cook-Off and Cancer Awareness Fund Raiser – Tiffaney Ryan

Saints Harvest Festival: October 26, 2016

HLC Site Visit: November 18 and 18, 2019.

Kathleen Curphy

October 4, 2019

Dr. Kathleen Curphy,
Interim President

Date

A motion was made by Don Patton and seconded by Steve Heisner to approve the FY2020 budget as presented. (Attachment #1)

On roll call vote, the members voted as follows:

- Mr. Steven Etter, (advisory vote) - yes
- Ms. Cathy Belcher - yes
- Mr. Steve Heisner – yes
- Mr. Michael McMahan - yes
- Mr. Don E. Patton - yes
- Mr. Randall Rushing - yes
- Mr. John Windings - yes
- Ms. Andrea Witthoft - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Cathy Belcher and seconded by John Windings to approve sick leave policy 6272 (Attachment #2).

On roll call vote, the members voted as follows:

- Ms. Cathy Belcher - yes
- Mr. Steve Heisner – yes
- Mr. Michael McMahan - yes
- Mr. Don E. Patton - yes
- Mr. Randall Rushing - yes
- Mr. John Windings - yes
- Ms. Andrea Witthoft - yes
- Mr. Steven Etter, (advisory vote) - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

Consideration 8000 Policy Changes (First Read – No Action) (Attachment #3). This was a first read. No action was taken.

A motion was made by Cathy Belcher and seconded by Steven Etter to approve the revision of Policy 7410 I.D. (Attachment #4).

On roll call vote, the members voted as follows:

Mr. Steve Heisner – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Steve Heisner and seconded by Michael McMahan to approve of the FY2020 institutional payment to SICCM for \$160,152.00 (**Attachment #5**).

On roll call vote, the members voted as follows:

- Mr. Michael McMahan - yes
- Mr. Don E. Patton - yes
- Mr. Randall Rushing - yes
- Mr. John Windings - yes
- Ms. Andrea Witthoft - yes
- Mr. Steven Etter, (advisory vote) - yes
- Ms. Cathy Belcher - yes
- Mr. Steve Heisner – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Don Patton and seconded by John Windings to approve the purchase of the Used 2018 Ford 25 Passenger Bus for \$59,000.00 through Carpenter Bus Sales (**Attachment #6**).

On roll call vote, the members voted as follows:

- Mr. Steve Heisner – yes
- Mr. Michael McMahan - yes
- Mr. Don E. Patton - yes
- Mr. Randall Rushing - yes
- Mr. John Windings - yes
- Ms. Andrea Witthoft - yes
- Mr. Steven Etter, (advisory vote) - yes
- Ms. Cathy Belcher - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Steven Etter and seconded by Cathy Belcher to adjourn into executive session at 6:50 p.m. for the purpose of discussing:

XV. Executive Session

1. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
 - A. Consideration of Salary Continuation as Full-time Director of Vienna Center – **Executive Session Tab, p. 1**
 - B. Consideration of Stipend for Interim Academic Affairs Administrative Assistant Executive– **Executive Session Tab, p. 1**
 - C. Consideration of Employment of Administrative Assistant to Dean of Academic Affairs – **Executive Session Tab, p. 2**
 - D. Consideration of Employment of Metro Center Receptionist – **Executive Session Tab, p. 3**
 - E. Consideration of Employment of the Admissions Administrative Assistant/One Stop Shop – **Executive Session Tab, p. 4,5**
 - F. Consideration of Employment of the Interim Vice President of Academic Affairs & Student Learning – **Executive Session Tab, p. 6,7**
 - G. Consideration of Employment of the Transportation Faculty – **Executive Session Tab, p. 8**
 - H. Consideration of Employment of the Financial Aid Specialist – **Executive Session Tab, p. 9**
 - I. Ratification of Employment of Part-Time Faculty/Staff for Fall 2019 – **Executive Session Tab, p. 10**
2. Consideration of Non-Renewal, Resignation, or Termination
3. Consideration of Items That May Lead or Have Led to Litigation
 - a. **Attachment #7**

On roll call vote, the members voted as follows:

- Mr. John Windings - yes
- Ms. Andrea Witthoft - yes
- Mr. Steven Etter, (advisory vote) - yes
- Ms. Cathy Belcher - yes
- Mr. Steve Heisner – yes
- Mr. Michael McMahan - yes
- Mr. Don E. Patton – yes
- Mr. Randall Rushing - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Andrea Witthoft and seconded by Michael McMahan to adjourn out of executive session at 9:03 p.m.

On roll call vote, the members voted as follows:

Ms. Cathy Belcher - yes
Mr. Steve Heisner – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton – yes
Mr. Randall Rushing – yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Michael McMahan and seconded by Cathy Belcher to approve the minutes of the executive session held on October 7, 2019.

On roll call vote, the members voted as follows:

Mr. Steve Heisner – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton – yes
Mr. Randall Rushing - yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Steve Heisner and seconded by John Windings to approve to pay Felicia Rouse a stipend for the 3 weeks that she assumed the duties of the Academic Affairs role a one-time stipend on the October 15th paycheck.

On roll call vote, the members voted as follows:

Mr. Don E. Patton – yes
Mr. Randall Rushing - yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - yes
Mr. Steve Heisner – yes
Mr. Michael McMahan - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Cathy Belcher and seconded by Michael McMahan to approve the employment of Melissa Luttenbacher for Administrative Assistant to the Dean of Academic Affairs effective October 8, 2019.

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - yes
Mr. Steve Heisner – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton – yes
Mr. Randall Rushing - yes
Mr. John Windings - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Don Patton and seconded by Steven Etter to approve the employment of Michele Williams for Metro Center Receptionist effective October 8, 2019.

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - yes
Mr. Steve Heisner – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton – yes
Mr. Randall Rushing - yes
Mr. John Windings - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by John Windings and seconded by Steve Heisner to approve the employment of Virginia Chamness for Admissions Administrative Assistant/One Stop Shop effective October 8, 2019.

On roll call vote, the members voted as follows:

Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - yes
Mr. Steve Heisner – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton – yes
Mr. Randall Rushing – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Andrea Witthoft and seconded by Steven Etter to approve the employment of Jared English for Transportation Faculty effective October 8, 2019.

On roll call vote, the members voted as follows:

- Ms. Andrea Witthoft - yes
- Mr. Steven Etter, (advisory vote) - yes
- Ms. Cathy Belcher - yes
- Mr. Steve Heisner – yes
- Mr. Michael McMahan - yes
- Mr. Don E. Patton – yes
- Mr. Randall Rushing – yes
- Mr. John Windings - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Cathy Belcher and seconded by Steve Heisner to approve the employment of Autumn Abbott for Financial Aid Specialist effective October 8, 2019.

On roll call vote, the members voted as follows:

- Mr. John Windings - yes
- Ms. Andrea Witthoft - yes
- Mr. Steven Etter, (advisory vote) - yes
- Ms. Cathy Belcher - yes
- Mr. Steve Heisner – yes
- Mr. Michael McMahan - yes
- Mr. Don E. Patton – yes
- Mr. Randall Rushing – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Michael McMahan and seconded by Steven Etter to approve the ratification of employment of part-time faculty/staff for Fall 2019 as presented.

Name	Status	Course/*Location
Blakely, Emily	PT Staff	Temp Admin Asst
Farris, Dale	PT Staff	Truck Driving Instructor
Luna, Chris	PT Staff	Fitness Center Asst.
Moore, Brien	PT Staff	Bus Driver
Wall, Janice	PT Faculty	OB Clinical Instructor
Webster, Jason	PT Staff	CPR Instructor

On roll call vote, the members voted as follows:

Ms. Cathy Belcher - yes
Mr. Steve Heisner – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton – yes
Mr. Randall Rushing – yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) – yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Don Patton and seconded by Steven Etter to adjourn at 9:15 p.m.

On roll call vote, the members voted as follows:

Mr. Don E. Patton – yes
Mr. Randall Rushing - yes
Mr. John Windings – yes
Ms. Andrea Witthoft - yes
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - yes
Mr. Steve Heisner – yes
Mr. Michael McMahan - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.


Submitted by:

Ms. Andrea Witthoft, Secretary

11/4/19

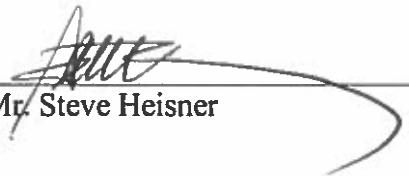
Date

ATTEST:



Ms. Cathy Belcher

Mr. Don E. Patton



Mr. Steve Heisner

Mr. Randall Rushing



Mr. Michael McMahan



Mr. John Windings