

**SCC BOARD MEETING
OFFICE OF SHAWNEE COMMUNITY COLLEGE
RIVER ROOM, COLLEGE ROAD
ULLIN, ILLINOIS
December 2, 2019**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on December 2, 2019. The meeting was called to order by Chairman Randall Rushing.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

The roll call was as follows:

Present

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

Absent

Ms. Cathy Belcher

Others Present:

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

IV. RECOGNITION OF GUESTS AND PUBLIC COMMENT

Guests - Cathrine Hoekstra was introduced as the new Perkins/Dual Credit Coordinator.
Guests - Griffen Geotz, Jack Sketcher, and Jerry Womic represented Laborers' International Union of North America Local Union 773 the Laborers' International Union of North America Local Union 773.
Public Comment – Beverly Warfield, Veterans Outreach Center Coordinator announced Learn and Earn event for Veterans.
Audit Presentation – Garrett Kerr

V. APPROVAL OF CONSENT AGENDA

MOTION NO. 1

A motion was made by Steve Heisner and seconded by Steven Etter to **approve the consent agenda** as follows:

1. Minutes of Regular Meeting November 4, 2019
2. Consideration of Treasurer's Report
3. Approval of Bills

Education Fund	\$1,382,544.08
Building Fund	197,207.88
Restricted Bldg. Fund	0.00
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	207,943.87
Restricted Purposes Fund (Grants)	78,152.94
Restricted Purposes - FWS*	2,963.00
Restricted Purposes - PELL	976,675.85
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	9,326.59
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	36,796.06
 Grand Total	 \$2,891,610.27

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 2

A motion was made by Michael McMahan and seconded by Andrea Witthoft to approve payment to Don E. Patton for travel reimbursement in the amount of \$285.36 CK#0017508 dated 10/10/19 for the ICCTA meetings in Springfield, IL.

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

Results: 5 yeas, 0 nays, 1 abstention, 1 absent. The Chairman declared the motion carried.

VII. Faculty Report

December 2, 2019 Faculty Board Report

I and the faculty as a whole are optimistic with regard to the upcoming findings regarding the most recent HLC visit. Faculty did an outstanding job illuminating the positives of the institution. All members of the Assessment team should be commended.

Ian Nicolaides, SCEA President

Recent Faculty Activities in no particular order;

The History Club went on an enjoyable and educational trip to the Tennessee State Museum (followed by some good BBQ for lunch) on Saturday, November 9. The Club is planning a spring trip to either St. Louis or Memphis.

The History Club and Diversity Committee have arranged for noted musical presenter Chris Vallillo to come to the main campus in February. Chris will present his *Oh Freedom! Songs of the Civil Rights Movement* show at noon on February 26 as part of the Black History Month activities. Everyone is encouraged to attend. Be prepared to sing along!

On December 13, Shawnee is hosting a transitional math seminar for the area high schools. Roberta Christie and Connie McGinnis are attending this event.

Mr. David Black visited Anna Jonesboro High School and Vienna High School to meet with dual credit teachers Kerry Falkenburry and Heather Rottmann.

Dr. Brenda Brown attended a seminar on cellular health in Louisville KY Nov 23 and 24.

Mr. Tony Gerard During the first week of November I have programs to over 9 thousand upper Elementary, Jr High, High school, and college students from 3 different states. The conference was held at Ft Toulouse /Jackson State Park in Wetumpka Alabama. The conference was sponsored by the Alabama historical commission. Presentations discussed 18th century buckskin trade and European /Native relations.

Mary Fischer, Lori Armstrong, and Ian Nicolaides toured the AerosourceH CBD extraction laboratory in Kentucky and alongside SCC administrators spoke with AerosourceH managers about the emerging CBD and Hemp market.

Connie Drury, April Dollins and Lorena Morgan-Hines attended a seminar in Cape Girardeau on "Managing Emotions Under Pressure" and I attended an all-day seminar in Carbondale the "2019 Prairie Cardiovascular Symposium".

Debbie Penrod attended the Illinois Association of School Board's Joint Annual Conference held in Chicago November 22--24, 2019. Sessions included 2020 plans for resolving the state teacher shortage, upcoming IL legislation which will affect schools and promoting careers in technical education. A session also attended was presented as a partnership by the Illinois Board Higher

Education and the Illinois Community College Board regarding the new state plan for implementing Perkins V.

Ruth Smith attended the Illinois Community College Faculty Association fall conference in East Peoria on November 14 and 15th. The theme of the conference was "Students at the Heart of it All." Ruth attended sessions about Creating an Environment of Trust, Advising Reform, Recruiting Non-Traditional Students, and Assessment.

Paul Echols took students from his criminal justice class on a tour of Carbondale Police Department.

The music club is planning a multi-day field trip to both Nashville and Memphis at the conclusion of the spring semester. Winter concert is this Fri. Dec 6th at 7 pm.

VIII. Report of Student Trustee (Steven Etter)

STUDENT SENATE-we had a wonderful meeting with the people from Higher Learning Commission. It was a very positive exchange between senate members and the HLC representatives. Career Development Month presentation by Leslie Weldon was on Friday November 22 at noon. She gave out snicker bars to anyone that came up with an original career that was created by the production or distribution of the snickers bar. Wednesday this week we will have finals floats and Sundays over the lunch hour.

STUDENT SUPPORT SERVICES-FASFA clinic teaching student how to apply for financial aid. They also did a clinic on how to cite MLA in college research papers. Took a trip to the Murder Mystery Train in Jackson MO. Where they had a meal and a 3-hour train ride where the actors put play on the train and you figure out who-done-it. They also had teachers from Cape come in and teach Contra Dancing to student as part on their cultural events exposure to the core competency of the college as the global and cultural awareness for HLC.

PTK-did its annual Krispy Cream fund raiser for the Easter Egg Hunt and other PTK activities. They are also carrying on other fund raisers for the future trip to Dallas to represent Shawnee College at the International PTK Convention on April 1 thru the 5. We are continuing to work on our Honors in Action Award and our College Project. We had a member, Sharon Brashear, completed her 5-star competitive edge award for leadership and personal development and this training is free for all PTK members.

AG CLUB-is redoing the landscaping in the gardens at the back entrance. They will be asking Black Diamond Harley Davidson to sponsor the plants they will be putting in. They will also be taking a tour of the Cotton Museum in Memphis next semester as part of their crop science class. Cotton is moving into this area and will be a growing industry in the future. I also discussed with the teacher about trying to get the green house back in working order and the future of hemp as a growing industry.

HISTORY CLUB-the history club went to the Tennessee State Museum in Nashville and toured the exhibits. There was also toured the Farmers Market and ate lunch there. We also walked the

Bicentennial Park and discussed the history written on the walls. Fund raising for a trip to a museum in Memphis is planned for next semester.

**IX. Report on College Foundation
No Report Available this month**

**X. Report on Illinois Community College Trustees Association
2020 LEGISLATIVE GOALS**

Adopted by the ICCTA Board of Representatives: November 9, 2019

Local control of community colleges

Illinois community college boards are locally elected or appointed to make decisions affecting their local districts and are directly responsive to the electorate. A 2007 Judicial Circuit Court decision reaffirmed the concept that community colleges are units of local government. ICCTA will protect local control of community colleges and oppose any legislation that infringes on this autonomy.

MAP funding set-aside

The Governor has indicated strong support for the Monetary Award Program, which was reflected in an additional \$50 million in funding in Fiscal Year 2020. MAP resources are essential for community college students, who are often the first in their family to attend college or come from families with distressed financial conditions. We believe that a portion of new money allocated to MAP should be earmarked for community college students.

Equitable funding for community college operations

Illinois community colleges operate high-quality institutions in a lean and fiscally responsible manner. ICCTA will seek Fiscal Year 2021 state funding to ensure that community colleges continue operating efficiently while keeping tuition and administrative costs low. Illinois community colleges will continue to provide critical educational services, including to the nation's veterans, and to improve student outcomes at a low cost.

Baccalaureate degrees

Presently, 24 states allow community colleges to award bachelor's degrees. Several more states have proposed legislation in recent years, including Illinois. In most cases, community college baccalaureate degrees are intended to fill gaps in local workforce needs, especially in high-demand fields. Many occupations that traditionally only required an associate's degree are beginning to require a four-year degree.

Funding for capital construction projects

Community colleges have capital and deferred maintenance needs that approach more than \$1 billion statewide. ICCTA will pursue the efficient and timely distribution of community colleges in capital construction proposals that are brought before the 101st General Assembly.

Adequate funding for adult education programs

More than 1.8 million people in Illinois lack a high school diploma or equivalent. ICCTA will promote initiatives to support the funding and expansion of adult education and literacy programs in Illinois.

XI. Interim President's Report

Accreditation

HLC Site Visit November 18 and 19, 2019

Meeting with Cabinet: Institutional Governance

The purpose of this visit was to examine Institutional Governance (trust and culture), Assessment and Co-Curricular Assessment.

Below is a list of some of the questions that were asked during the visit:

How does this group function as a Cabinet?

How does communication and decision-making work (up and down)?

Meeting with Extended Cabinet: Institutional Governance

How does this group function?

What are your roles?

How often do you meet?

Who creates the agenda and how are items added?

How would a new decision flow?

Do you think it may develop into a voting body?

How does the Standing Committee process work?

How does the Ad Hoc Committee process work?

How do you feel about the college climate?

What is your relationship with the Board?

How are you institutionalizing the work of the ad hoc committees?

What would you ask the Board about the Presidential Search Committee process?

How does the board ensure a balance in the decision-making process?

How does the board intend to listen to the process differently than before?

How is the decision going to be weighted?

What is the assessment plan up to the Cabinet level?

Meeting with Faculty Leadership: Institutional Governance

Describe your Institutional Governance and decision making, now and then.

How are faculty involved?

How are you doing with assessment?

Is assessment part of the faculty evaluation?

Open session for all Faculty: Institutional Governance

Where do you feel the organization is at in regards to Institutional Governance and what improvements do you think have been made with communication?

How is the climate?

It's good? How?

What was the turning point?

Open session for all Faculty: Assessment of Student Learning Outcomes Assessment

Have you completed a full cycle?

What have you done differently due to the results?

SAAC: Assessment of Student Learning Outcomes

Walk me through the SAAC calendar.

Does Student Services participate?

Is Global and Cultural Awareness evaluated and assessed in only one class?

Why did you choose to measure Personal Growth and Responsibility with only attendance?

Day 2 - Tuesday, November 19, 2019

Co-curricular Assessment

How do you define co-curricular?

What are the core competencies chosen by Athletics? What kind of assessment do you use to create data?

Is the plan we received realistic?

Who has done a cycle?

Who takes the requests for needs at the end of the cycle?

Some of you aren't participating at all. Why?

Do sponsors receive compensation?

How would you rate your completion on a percentage scale of 1-99%?

The HLC Site Team will submit a written report from the November visit to the college by December 17, 2019. The ALO and President may edit this draft for factual information only and resubmit to the HLC within two weeks. Once the factual information is corrected by the college and submitted to the HLC Site Team, the team will edit the draft correcting the factual errors and resubmit it to the HLC and college by January 14, 2020. The final written report will then go to the HLC Institutional Actions Council, a separate group of peer reviewers, for final approval. The Institutional Actions Council will either concur with the Site Team's findings, or enforce a separate ruling. If there are no sanctions enforced by the Institutional Actions Council, the process ends and the decision is considered final. If sanctions are imposed, the college will have an opportunity to appeal the sanctions to a separate HLC review council. The college President presents the appeal to the HLC review council for consideration.

Perkins Desk Audit

The college just completed submitting information for an ICCB FY18 Perkins Desk Audit scheduled for Wednesday, December 4. Dr. Shelby and Perkins and Dual Credit Coordinator, Catherine Hoekstra, gathered the information for the November 27, 2019 submission due date.

SEVP Site Visit

An application was submitted to U.S. Immigration and Customs Enforcement on October 2nd for Shawnee Community College to admit international students. Part of the application process is to have a site visit by a field representative. Mr. Ronald Hudson, a field representative with The Department of Homeland Security will be here December 3rd for the site visit. He will interview the college officials that were submitted on the application to admit international students. The visit should last no longer than 2 hours.

Workforce Development/Partnerships

Shelby Atkinson has joined the Citizens/Environmental Justice Advisory Committee for the US Highway 51 Bridge replacement project. This committee is made up of selected individuals from Wickliffe and Cairo. With this committee, members have input on the entire project from planning to final construction. The Cairo Center will use this as an opportunity to gain students from Wickliffe, KY, as well as, to form partnerships that will allow us to develop programs at our center that will be necessary to prepare and train those for employment with the bridge construction. We were told that the timeline from planning to actual bridge completion would take about fifteen years. However, from October 2019 to November 2019, plans were already four years in, with the next phase being final design. The next committee meeting will be held at

the Cairo center in February and a private planning meeting with the engineers and the other organizations involved will be held at the Cairo Center on January 13th and 14th.

Representatives from Wickliffe, KY reported approved workforce expansions, including the expansion of Phoenix Paper Mill by 200 employees. We will meet with this representative soon to further discuss possible opportunities and employment for our students and community members.

The Shawnee Community College Truck Driving Program and Coordinator, Kelly Jennings, are excited to announce a partnership with Schwerman Trucking, who has donated a 2012 automatic semi-truck to the college. The paperwork is being finalized for the acquisition of the truck, which is expected to take place sometime in the next couple of weeks. According to Truck Driving Coordinator, Kelly Jennings, having an automatic truck will be an added benefit to the program by allowing training for students with prosthetics and women truck driving students.

Important Upcoming Dates/Announcements

December 2	Student Appreciation Breakfast
December 4	Veterans Celebration Breakfast 8:30 am – 10:30 am
December 6	Winter Concert 7:00 pm – 8:00 pm
December 7	Breakfast with Santa 9:00 am – 11:00 am
December 11	Holiday Expo 1:00 pm – 4:00 pm
December 13	Transitional Math Workshop 8:30 am – 2:00 pm
December 23-January 2	Christmas/New Year Holiday Break
January 16	Union County Banquet

Respectfully yours,



Dr. Kathleen Curphy
Interim President

XII. Vice Presidents' Reports

Dean's Report

On Thursday, October 24, 2019, Dr. Shelby traveled to Kaskaskia College to participate in a Perkins V listening session hosted by ICCB staff in preparation for the implementation of the local needs assessment (LAN), a required component of the upcoming Perkins grant application process in order to receive funding. On December 13, 2019, Dr. Shelby and math faculty member Roberta Christie are hosting a Transitional Math Summit for district high schools. Workshop facilitator is Kathleen Almy, principal consultant for Almy Educational Consulting, providing colleges and high schools with solutions for math initiatives and improvement to math

courses and policies. She is the former Illinois Director for Transitional Math where she led the statewide implementation of transitional math courses across Illinois.

Library

Tracey Johnson, librarian, and Rob Lucas, educational technology specialist, are collaborating on one-minute video presentations about library materials. A segment written and recorded by Rob about the library's Very Short Introduction series of books from Oxford University Press was a big hit with OUP staff. Tracey sent the informative, funny video to the library's OUP sales representative, who shared it with other staff, and it eventually reached the department managers, the marketing department, the editorial team, and the president of Oxford University Press, USA. An earlier Library Minute shared information about the Great Courses programs on CD and DVD.

Tracey and Rob also hosted a clinic for email skills, with 12 in attendance (11 from a class and one walk-in participant). Additional clinics are planned.

During the month of October, Rachel Hannan, library assistant, completed a survey with DEMCO library supply company and will receive \$30 off of the next order of \$100 or more.

Small classroom reservations have picked up, with 34 reservations made in October. Library staff recorded assisting 182 people, 211 times, for approximately 1260 minutes. Of that time, approximately 210 minutes were spent assisting faculty/staff members. About 80 minutes were spent assisting patrons via email and phone. These numbers reflect only transactions that were recorded; many are not marked.

The library had 244 checkouts (including renewals), borrowed 49 items from other libraries, and loaned out 184 items to other libraries. For the 20 open days, the daily average number of computer users in the library was 68 (duplicated headcount). Agriculture and English classes utilized the library's computer lab for research and writing.

Tracey also met with a Seminar class to discuss avoiding plagiarism.

Instructional Technology

The Educational Technology Specialist: Continued Weekly Tech Tips email newsletter sent out to all college faculty, staff and students every Wednesday (sometimes Thursday or Friday). Rob continued to work with the library staff on the "Library Minute" video series with a video on the Library's "Very Short Introductions" series

Rob offered weekly Moodle training for instructors on Fridays. Sessions offered include:

- * Intro to Moodle
- * Working with Moodle
- * Class Setup
- * Grading and the Grade Book

Rob also offered multiple webinars in the TLC with topics including

- * Gamification in the community college classroom

- * Persuasive design in online learning
- * Building the capacity for campus-wide resiliency and reform

Extension Centers

Anna Center

During the month of November, the Anna Extension Center hosted the Union County Women's Club's monthly meeting on November 4th. Dr. Mary Fischer held a Drone informational session for the community on November 6th. A Driver Safety course was held at the Anna Center on November 9th. SEMO's transfer representative visited the Anna Center on November 13th. On November 13th, the Regional Office of Education #30 held a meeting in the conference room. The Human Rights Authority met in the conference room on November 14th. The Union County CEO program held their monthly Board Meeting on November 19th.

Cairo Center

Cairo Center staff participated in Community Health's All Stars Program with Cairo Jr. High's seventh and eighth grade classes. These classes are held weekly to encourage students to begin thinking about their futures and the amount of work it takes for them to achieve their dreams. Dr. Capps held a Financial Aid Open House at the Cairo Center on October 24th. Many students were able to complete FAFSA applications for the upcoming year, as well as fix issues from the current semester. The Cairo Center hosted a SEMO Transfer Day for upcoming graduates on November 5th. During the month of November, the Cairo Center will begin the planning process for a CNA program and lab. Jamie Hickam and Amy Sheffer have agreed to assist Cairo Center staff with the process and the planning.

Metro Center

On October 9th, Metro Center staff treated students to a welcome back ice cream day. On October 30th, Student Support Services (SSS) talked to Metro Center students about the benefits of their programs. On October 31st, Agriculture Instructor, Dr. Mary Fischer presented on the use of drones, drone laws, and drone safety as a way to promote the newly developed Unmanned Aircraft Systems (UAS) Certificate. On November 1st, the Metro Center participated in a discussion to determine if the college could offer TABE (Test for Adult Basic Education) testing for local industries in Massac County. On November 5th, the Metro Center hosted a Hemp presentation by Agriculture Instructor, Dr. Mary Fischer. A Driver Safety Course was held at the Metro Center on November 14th.

Vienna Center

On November 1st, Teale Betts spoke to the juniors and seniors enrolled in the Construction Craft preparation program in Marion, IL. The students and the instructors were given a Shawnee Community College t-shirt, pencil, bracelet, sticky notes, and Krispy Kreme donuts. The students asked questions about the Construction Management program and about Shawnee Community College in general. Registration for spring has begun. On November 5th, Teale Betts visited Goreville High School for spring registration. Teale Betts will meet with Vienna High

School students throughout December and discuss the Scholarship Booklet. An “Undecided Day” for seniors at Goreville High School took place on December 3rd, where they were presented with the Scholarship Booklet and had snacks. Vienna High School’s “Undecided Day” was held in December and were presented with the Scholarship Booklet and snacks.

Nursing

Workforce Innovation

Workforce Development

Interim college president Dr. Kathleen Curphy, Ms. Jipaum Askew-Robinson, Shawnee Community College Director of the Metro Center, and Dr. Gregory Mason, Dean of Workforce Innovation met with the representative of a local hemp processing plant about a potential partnership to aid in their business expansion. Several faculty members were part of a group that later toured the company’s processing laboratory to begin envisioning the parameters of a possible collaboration for workforce training and career technical education. A subsequent meeting is planned to discuss recruitment and training of potential new hires and the company’s access to any training incentives that are available from the state.

Small Business Development Center

Bret Whitnel, Interim Director of the SBDC is requesting from the state a modification of the current SBDC budget. The modification consists of moving unused monies from the consulting and contractual line items into three other line items within the grant. If allowed to modify the budget, most of the unused funds will be moved to supplies to allow the purchase of much needed computer upgrades to the Business and Industry Training Lab maintained by the SBDC.

Adult Basic Education


The ABE received 20 new Samsung Galaxy Tab 8’s as a part of their participation in the Illinois Digital Learning Lab Project. Over the next few months, students will learn to use the tablets in class to access apps for learning. The goal is for the students to learn to use apps that they can access on their own devices to increase the time spent outside the classroom on learning based activities.

Administrative Assistant Christina Faulkner has been working with the instructional staff to update all curriculum and to create new study guide platforms for Constitution testing.

Ms. Ginger Harner is serving as the chair of the state’s Adult Education Advisory Council. This group will be examining Recruitment and Retention in Adult Ed programs. Ms. Harner will be speaking at the December ICCB meeting about the important work being done by this group.

CPR/Health

Tony LaForest, Business & Health Coordinator reported that the CPR Program has held 100 classes since the beginning of the fiscal year and served 336 students to date.



Dr. Kathleen Curphy, Interim President

December 17, 2019
Date

XIII. ACTION & DISCUSSION ITEMS

MOTION NO. 3

Consideration of Approval of Treasurer's Bond

A motion was made by Michael McMahan and seconded by John Windings to approve the College Treasurers' Bonds as presented (**Attachment #1**).

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 4

Consideration of Approval of Proposed FY21 Tax Levy

A motion was made by Andrea Witthoft and seconded by Don Patton to approve the proposed 2019 tax levy to be collected in FY2021 as presented. (**Attachment #2**)

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 5

Consideration of Approval of the FY19 College Audit

A motion was made by Steven Heisner and seconded by Michael McMahan to approve the FY19 College Audit as presented. **(Attachment #4)**

Ms. Cathy Belcher- Absent

Mr. Steve Heisner - Yes

Mr. Don Patton - Yes

Mr. Randall Rushing - Yes

Mr. John Windings - Yes

Ms. Andrea Witthoft - Yes

Mr. Michael McMahan - Yes

Mr. Steven Etter, (advisory vote) - Yes

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 6

XIV. EXECUTIVE SESSION

A motion was made by Michael McMahan and seconded by Don Patton

to **adjourn and go into executive session** at 6:40 p.m. for the purpose of discussing:

XIV. Executive Session

1. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to 5 ILCS 120/2 (c) (1)
 - a. Consideration of Employment for the Criminal Justice Instructor – **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - b. Ratification of Employment of Part – Time Faculty/Staff for Fall 2019 – **Executive Session Tab, p. 2** pursuant to 5 ILCS 120/2 (c) (1)
 - c. Consideration of Presidential Search – **Executive Session** pursuant to 5 ILCS 120/2 (c) (1)
2. Consideration of Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to 5 ILCS 120/2 (c) (1)
3. Consideration of Executive Session Minutes to determine continued confidentiality **Executive Session Tab, p. 2** pursuant to 5 ILCS 120/2 (c) (21)
4. Consideration of Dual Credit Model Partnership Agreement
 - a. **Attachment #5**
5. Consideration of Rescinding a Resignation and Retirement
 - a. **Attachment #6**
6. Consideration of Items That May Lead or Have Led to Litigation pursuant to 5 ILCS 120/2 (c) (11)
 - a. Consideration of Approval of PLA agreement – **Attachment #7**

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 7

A motion was made by Steven Etter and seconded by Steve Heisner to **adjourn out of executive session** at 7:58 p.m.

On roll call vote, the members voted as follows:

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

Results: 6 yeas 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 8

A motion was made by John Windings and seconded by Michael McMahan to **approve the minutes of the executive session held on December 2, 2019.**

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 9

Consideration of Criminal Justice Instructor

A motion was made by Steve Heisner and seconded by Steven Etter to the employment of Eric Howard for Criminal Justice Instructor effective **December 3, 2019**.

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 10

Ratification of Employment of Part-Time Faculty/Staff for Fall 2019

A motion was made by John Windings and seconded by Don Patton to approve the ratification of employment of part-time faculty/staff for fall 2019.

Name	Status	Course/*Location
Hammer, Jenna	PT Staff	Student Worker -- Executive Office
Hefner, Monte	PT Faculty	Adult Ed Instructor -- GED
Hoekstra, Cathrine	PT Staff	Perkins & Dual Credit coordinator
Theis, Gayle	PT Staff	Anna Assistant Receptionist & Fitness Center

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - Yes
Ms. Cathy Belcher - Absent
Mr. Steve Heisner - Yes

Mr. Michael McMahan - Yes
Mr. Don Patton - Yes
Mr. Randall Rushing - Yes
Mr. John Windings - Yes
Mr. Steven Etter, (advisory vote) – Yes

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 11

Consideration of Executive Session Minutes to Determine Continued Confidentiality

A motion was made by Don Patton and seconded by Michael McMahan to approve keeping closed the written executive session minutes from October 13, 1989, to present and to authorize the destruction of the closed session audiotapes as provided in the Open Meetings Act for closed sessions held prior to June 4, 2018.

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 12

~~ITEM TABLED TO JANUARY MEETING~~ Consideration of Dual Credit Model Partnership Agreement

A motion was made by _____ and seconded by _____ to approve the Dual Credit Model Partnership Agreement. (Attachment #5)

On roll call vote, the members voted as follows:

	Yes	No	Abstain	Absent
Ms. Andrea Witthoft	_____	_____	_____	_____
Ms. Cathy Belcher	_____	_____	_____	_____
Mr. Steve Heisner	_____	_____	_____	_____
Mr. Michael McMahan	_____	_____	_____	_____
Mr. Don Patton	_____	_____	_____	_____
Mr. Randall Rushing	_____	_____	_____	_____
Mr. John Windings	_____	_____	_____	_____
Mr. Steven Etter, (advisory vote)	_____	_____	_____	_____

Results: _____ yeas, _____ nays, _____ abstentions, _____ absent. The Chairman declared the motion _____ carried _____ failed.

MOTION NO. 13

Consideration of Rescinding a Resignation and Retirement

A motion was made by Steven Etter and seconded by Steve Heisner to approve the rescinding of Sherrie Malone’s resignation. (Attachment #6)

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 14

Consideration of Approval of PLA Agreement

A motion was made by Don Patton and seconded by Steven Etter to approve the PLA Agreement as presented. (**Attachment #7**)

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 15

A motion was made by Don Patton and seconded by John Windings to approve the purchase of a 2019 Ford F450 truck.

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

MOTION NO. 16

A motion was made by Don Patton and seconded by Michael McMahan

to adjourn at 8:06 p.m.

On roll call vote, the members voted as follows:

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

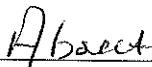
Results: 6 yeas, 0 nays, 0 abstentions, 1 absent. The Chairman declared the motion carried.

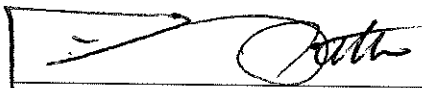
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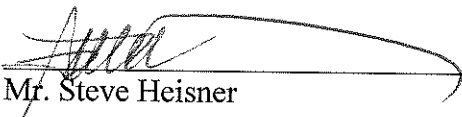

Ms. Andrea Witthoft, Secretary

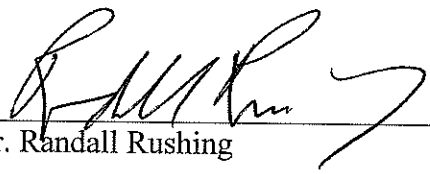
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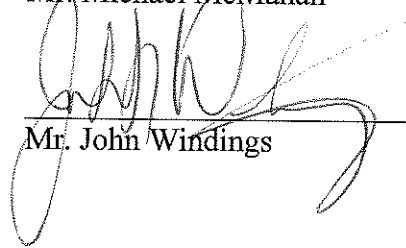

Ms. Cathy Belcher


Mr. Don E. Patton


Mr. Steve Heisner


Mr. Randall Rushing


Mr. Michael McMahan


Mr. John Windings