

**SCC BOARD MEETING
OFFICE OF SHAWNEE COMMUNITY COLLEGE
RIVER ROOM, COLLEGE ROAD
ULLIN, ILLINOIS
June 1, 2020**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on June 1, 2020. The meeting was called to order by Chairman Randall Rushing.

I. Call to Order

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

The roll call was as follows:

Present

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

Others Present:

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

IV. RECOGNITION OF GUESTS AND PUBLIC COMMENT

No Public Comments had been received as of 2:00 p.m., June 1, 2020

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 May 4, 2020
2. Consideration of Treasurer's Report
3. Approval of Bills

Education Fund	\$791,333.72
Building Fund	83,600.95
Restricted Bldg. Fund	1,375.00
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	22,065.08
Restricted Purposes Fund (Grants)	60,095.08
Restricted Purposes - FWS*	4,157.88
Restricted Purposes - PELL	7,014.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	3,168.00
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	30,020.97
Grand Total	\$ 1,003,012.93

On roll call vote, the members voted as follows:

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

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

MOTION NO. 2

A motion was made by Cathy Belcher and seconded by Mike McMahan

To approve Addendum: Education Fund to Restricted Purposes Fund in the Amount of \$20,000.00 to cover shortage of funds dated 6/1/2020.

Mr. Steven Etter, (advisory vote) -yes

Ms. Cathy Belcher - yes

Mr. Steve Heisner - yes

Mr. Randall Rushing - yes

Mr. John Windings - yes

Ms. Andrea Witthoft - yes

Mr. Michael McMahan - yes

Vacant

On roll call vote, the members voted as follows:

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

VI. Faculty Report: Dr. Nicolaides

Faculty are reflecting on last semester and are discussing what worked well and what can be improved upon. Many faculty are upgrading their home offices with current technology in order to record lectures and demonstrations for students in the future. Faculty hope to provide continued input on how the Fall 2020 semester will take shape. As we enter summer faculty are compiling a list of professional development activities they are participating in.

Ian Nicolaides, SCEA President

Math & Science Department

Lori Armstrong has a strong enrollment in Biology this summer with over 30 students. Ian Nicolaides has 18 students in Anatomy which is stronger than typical. A basic Chemistry is also being offered and has approximately 16 students. Science department is actively reviewing laboratory options for distance learning.

BOT

On May 29-30, Craig Bradley attended the Virtual Phi Theta Kappa Illinois Regional Convention and Honors Institute held over Zoom. Craig Bradley is also a member of the Illinois Region Advisory Council for Phi Theta Kappa.

Phyllis Sander participated in the NISOD Online Faculty Conference on Wednesday, May 27. Presenters gave tips that could be used in the online delivery of courses.

VII. Report of Student Trustee: Steven Etter

Shawnee Community College Nu Alpha Alpha Phi Beta Lambda members Bethany Bell and Dalton Werner placed in several of the Virtual PBL State Leadership Conference competitive events this past April. Dalton earned a sponsored placement and Bethany was recognized with scholarship funding to assist with participation in the Virtual PBL National Leadership Experience June 24th thru June 26th. These two students are representing SCC at national level supported by global businesses.

Shawnee Community College Phi Theta Kappa Chapter Alpha Lambda Epsilon received a total of 5 awards Saturday at the Illinois Regional Conference. The chapter competed against 54 other chapters in Illinois and won the following awards: Gracie Kern of Dongola received the Outstanding Chapter Member Award, Steven Etter of Jonesboro received the Outstanding Chapter Officer Award. Our Chapter received the Five Star Award for the second year in a row along with the Outstanding Honors in Action Award and the Outstanding Chapter Award.

VIII. Report on College Foundation: Cathy Belcher

Scholarships

This month past focused a lot of time and attention to Scholarships. The Saints Foundation is now administering the External Scholarships for the College. In May the Saints Foundation held a meeting, via email, and fifty-eight (58) scholarships were awarded for a total of \$66,400. This is an increase from around \$10,000 two short years ago. We are pleased with the response and support received from our donors.

The Saints Foundation is in the process of working with Financial Aid to secure a scholarship software program that will manage the Internal and External Scholarships more efficiently as we grow scholarships. The program is Academic Works, and our goal

is to have it up and running by October 1, 2020, in time for students to begin applying for the next round of scholarships.

Strategic Plan

A draft of the Saints Foundation Strategic Plan for July 2020 through June 2021 has been completed and will be going to the Saints Foundation Board for review and approval. The main projects are: Establishing the Donor Data Base (Raiser's Edge); Upgrading the Foundation Website and Social Media; Conducting an Employee Giving Campaign; Establishing the Academic Works Scholarship data base; Conducting an Annual Appeal; Maintaining Community Exposure and Donor Visits; Conduct a Fall/Winter Gala; Provide Classroom Mini-Grants; Establish a Student Emergency Fund; and develop Foundation internal Accounting/Bookkeeping program.

Classroom Mini-Grants

The Foundation Board has approved \$10,000 to go toward classroom mini-grants for this new fiscal year. Faculty will be notified soon on the criteria and how to apply.

Grants

The Foundation continues to support the cost of a Grant Writer for the College for 20 hours a week. The contract with the Grant Writer and Saints Foundation expires August 31, 2020 and the College is working with the Grant Writer on a plan of action starting in September. Numerous meetings were held with the College to discuss and select grants to make applications.

Sponsorships

Communications continues with Pepsi MidAmerica on possible areas of collaboration and support for the College.

Gala

The Gala has been postponed and another date is being considered based on Christopher Jackson's availability and the status of COVID group restrictions.

IX. Report on Illinois Community College Trustees Association: Andrea Witthoft ICCTA Representative Alternate

The General Assembly adopted the fiscal year 2021 budget on May 24th. The good news is that the budget provides "flat funding" for higher education; funding at the same level as appropriated for fiscal year 2020. The bad news is that the state budget relies on borrowing up \$5 billion dollars from the Federal Reserve to help close a projected deficit of \$7.4 billion dollars. Much of the borrowing would be repaid with "expected but uncertain" federal aid.

The budget also includes an appropriation of \$19 million dollars for community colleges from the federal CARES Act funds. This money will be distributed based on the number of Pell students enrolled and institutional dependency on state and tuition revenue. In an email sent May 29th (2020), the Association of Community College Trustees (ACCT) asked trustees to contact our U.S. Senators and ask them to support community colleges in the Senate's response to H.R. 6800.

H.R. 6800, the Health and Economic Recovery Omnibus Emergency Solutions (HEROES) Act, was recently passed by the House of Representatives. The HEROES act included additional funding for colleges, workforce training dollars for community colleges, and additional student financial aid.

ACCT requests that we ask our senators to include the following in their next COVID legislation:

- **\$46.6 billion for higher education, using the formula from the HEROES Act**
- **Adopt the HEROES Act language for the institutional use of stabilization funds**
- **\$1 billion for two years for community colleges for workforce training**
- **Enhance higher education tax credits for training opportunities**
- **Include Institutions of Higher Education in the Main Street Lending Program and Paycheck Protection Program**
- **Make public institutions eligible for employee retention and Family Medical Leave Act tax credits**
- **\$5 billion in student aid enhancement & extension of CARES Act student loan borrower relief**

If you did not receive this email from ACCT via ICCTA, let me know and I will forward a copy to you.

X. Interim President's Report: Dr. Kathleen Curphy

The Governor has extended Executive Order for 30 days therefore tonight's Board meeting is, again, virtual. Governor Pritzker's Restore Illinois is a five-phase approach to the public health plan to safely reintroduce the parts of our lives that have been put on hold due to the COVID-19. The 5-phase plan is based on regional healthcare availability and recognizes the impact COVID-19 has on the different regions of the state. As of June 1, 2020, we have moved into Recovery Stage 3 which means the rate of infections has slowed and face covering is required when outside the home. Under Phase 3, colleges are allowed to resume classes but must abide by Phase 3 guidelines.

ICCB And IBHE are each working on "Return to Campus Guidelines" which should be published soon. Since there are so many unanswered questions, the college is moving forward cautiously. The plan for this summer is to finish all face-to face courses from the spring semester before June 30. We cannot require that our students come to campus and will make other arrangements for those who cannot attend. Social distancing will be followed which means that any class that meets face to face must be under 10. Each classroom has a new occupancy rate using the 6 feet apart guideline as students must be 6 feet apart at all times. Classrooms are to be cleaned and disinfected at the end of the day. Masks are required for all staff, faculty and students at all time. Masks may be removed in offices but are required in the hallways and classrooms. Paper towel dispensers will be installed in every bathroom. Air dryers will be turned off as the air for the dryers uses existing contaminated air within the bathrooms. Faculty and staff will continue to work remotely until the HVAC work is completed at the Ullin Campus.

The students and faculty who use the Ullin Campus this summer will continue to use the door by security. They will have their temperature taken and anyone over 98.6 will be sent home. Courses for summer such as nursing that require face to face will have the theory part of the course delivered first online, then in July meet face to face following the above social distancing guidelines. The Centers will remain closed for the summer. The work of the college has been reassigned to equalized workloads and fill vacancies

with existing personnel. There is a planning committee which is finalizing the details for the fall reopening. Once the plan is complete it will be sent to the college community. Chris Clark and his team have completed the wiring for the wireless mesh network that will cover all of our parking lots. We are waiting for the equipment which is expected to arrive, soon.

The Commencement Ceremony can be viewed on the website June 19 at 7 PM.

Respectfully yours,



Dr. Kathleen Curphy
Interim President

XII. Vice Presidents' Reports (includes Assessment report and Shared Governance Report): See Reports Tab

A. Academic Affairs

Dean's Report

Dr. Shelby has been working with the C&I Committee on virtual approvals to help finalize the college catalog. In addition, the local application for the Perkins V Grant is due June 30. Final preparations are being made to submit the Perkins V local application as well as close out quarterly reporting for FY20. Dr. Shelby is also working on quarterly reporting for both the Transitional Math and the Transitional English Grants from ICCB. The college has been given authorization to use the 60X2025 Grant fund as a portion of the college's match to upgrade distance education equipment in the high schools. This will provide additional access to dual credit education classes across the district as part of the Education Systems and Advance Illinois Scaling Education Pathways in Illinois (SEPI) grant with SIUC, John A. Logan College, and two of our district high schools to address the teacher shortage in Southern Illinois.

Library

Tracey Johnson, Librarian, negotiated to save money on a subscription to Writer's Reference Center database, which will provide valuable resources for any online class that teaches writing and research skills. Tracey has also continued monitoring copyright issues relevant to expanded use of online materials in response to the COVID-19 pandemic. Library staff have also worked to create plans and documentation to register new students with the library and to check out calculators and other equipment for the summer. Tracey and Rachel Hannan continue to assist students and faculty with research or other questions.

Rachel Hannan, Library Assistant, has spent time creating new patron accounts for several students and faculty/staff members that did not already have library accounts to be able to check out laptops, jetpacks, and document cameras for use while learning and working from home. In March and April, 73 laptops were checked out to students and

faculty/staff members; 85 jetpacks were checked out to students and faculty/staff members.

Technology

The LRIT department continued to help students, staff and faculty with any work from home issues that came to the support email. The LRIT department continues to make PPE supplies. As of 5/8 the following items had been sent out to different places.

Item	Color	Material		Quantity
Mask Buckles	Red	ABS/PLA		263
Mask Guards	Green	PLA		25
Face Shield Clips	Red	ABS		0
Headband Face Shield	White	PLA		0
Basic Face Shield	Transparent Yellow	PLA		56
Strap Adjusts	Red	PLA		338
Face Mask	White	PLA		57
Mask Filters	White	PLA		57
Hook	Red	PLA		67
Hook Holster	Grey	PLA		67

Extension Centers Report

Anna Center

During the month of May, the Anna Center staff have stayed in weekly contact with students via text, phone calls, emails, and Zoom, as needed. The Anna Center staff have been actively recruiting future Anna Center students as well. Registration has been steady for summer and fall, even during these uncertain times. Since Anna Center Staff were unable to do on-site advisement at the high schools this spring, we are developing a plan to contact graduating seniors from all Union County schools and are planning an "Enrollment Day" for the high schools.

Cairo Center

In spite of COVID-19, the Cairo Center has been able to remain in contact with most of our students. Many are still excited about school and have expressed their intent to register for summer. Many have also expressed their desire to register for fall classes once the latest plans for the "stay at home order" are released for fall. Cairo High School will graduate a total of sixteen seniors this year on May 16th. Twelve of those seniors have decided to attend SCC and plan to enroll by either Summer or Fall 2020 semesters. We are also excited to announce that five students from Meridian High School, two students from Egyptian High School and seven students from Cairo High School have all been awarded SCC scholarships.

Metro Center

During the month of May, the Metro Center staff have contacted a total of 720 students by telephone and/or email. Of the 350 students that were contacted by email for wellness check-ins, technical needs, and/or class issues, 10 students replied and needed assistance

and were referred to IT for assistance. Twenty student degree audits were completed in May, and 65 students have been enrolled in either summer and/or fall semester classes. Additional student support from the Metro Extension Center includes changes to fall semester class schedule. Of the students enrolled, all students from the March Metro Center Truck Diving Class have been re-enrolled for the summer 2020 semester. Also, two Nursing students were awarded Rotary scholarships.

Vienna Center

Goreville and Vienna High School undecided seniors are still being recruited to come to Shawnee Community College for fall. Escrow students from Goreville and Vienna High School are being contacted about fall courses. Teale will continue to contact seniors that were in the high school Construction Labor program to determine if they are interested in our Construction Management program. Regular updates are shared between Teale Betts and Labor Union contacts, Griffin Goetz and Claude Sadler regarding the Construction Management Program.

Nursing

The Shawnee Community College Practical and Associate Degree nursing programs' candidacy presentation was completed and forwarded to ACEN for review. ACEN will now determine if the programs meet the candidacy requirements. Once the nursing program achieves candidacy, the nursing department will move forward in writing the self-study and preparing for the ACEN site visit.

Workforce Innovation, Adult Basic & Continuing Education

Adult Education

Integrated Education and Training Grant from ICCB

Ginger Harner, Adult Education Manager and Dean Mason are developing a proposal in response to the announced Integrated Education and Training Grant from ICCB. This grant is designed to support the development, improvement, and scale of education and training (IET) programs that integrate Adult Ed programs with workforce skills training under ICAPS. ICAPS (Integrated Career & Academic Preparation System) is a partnership between Career and Technical Education and Adult Education within a community college aimed at providing real college credit-based program outcomes in a career pathway, including certificates and industry recognized credentials. The grant amount is \$10,000 to \$20,000 and if awarded will be used for planning and development.

Small Business Development

Additional Funding for COVID-19 Small Business Support

Dean Mason and Interim SBDC Director Brett Whitnel have submitted a proposal for \$40,000 to the Illinois Department of Economic Opportunity for grant funding to address the specific needs of small businesses resulting from the COVID-19 public health emergency. Funding will be used to develop webinars and on-demand videos utilizing consultants and subject-matter experts that provide education, advising and technical support to help small businesses sustain business activities during periods of interrupted business service. Services will include how to effectively access COVID-19 related capital, promote business sustainability, growth, and resilience, and develop a disaster plan that incorporates pandemic preparedness.

Workforce Development

Discussions about Broadband Accessibility

Dean Mason met with the general manager of the Southern Illinois Electric Cooperative (SIEC) to discuss the possibility of a partnership with the college to pursue grant funding for a Broadband over Powerlines initiative that would increase wi-fi accessibility in the region. SIEC referred all discussions of improving internet accessibility to internet service provider Wisper, located in Mascoutah, IL. In 2019, Wisper was awarded the 2nd largest amount of federal funding (\$240 mil) to bridge the gap in rural America (Illinois, Kansas, Missouri, and Oklahoma). Dr. Mason will meet with Wisper CEO Nathan Stooke in May to discuss the company's six-year implementation timeline and the role (if any) the college can play in accelerating that timeline for the Southern Illinois region.


Dr. Kathleen Curphy, Interim President

June 1, 2020

1. Student Academic Assessment Report

Following the Higher Learning Commission's published guidance for Criteria 4.B #1

The institution has effective processes for assessment of student learning and for achievement of learning goals in academic and cocurricular offerings.

the SAAC at Shawnee College has focused the meetings during spring semester 2020 on defining co-curricular, updating the Personal Growth and Responsibility Core Competency rubric to measure life skills gained from student involvement in these co-curricular opportunities, and training faculty and staff on collection of data from the co-curricular prospects.

FY20 Co-Curricular Student Learning Objective Data Collection

Athletics

Objective: Student athletes will demonstrate appropriate time management skills.
Personal Growth and Responsibility Core Competency
Contact: John Sparks

Cosmetology

Objective: Cosmetology club members will practice college and community volunteerism services. Personal Growth and Responsibility Core Competency
Contact: Wendy Harris

Future Teachers Organization

Objective: FTO members will conduct relevant research when planning the annual Saints Read Celebration. Research and Information Literacy Core Competency.
Contact: Ruth Smith

History Club

Objective:	History Club members will actively participate in planning and executing fundraising events. Personal Growth and Responsibility Core Competency
Contact:	Mike McNally
Phi Beta Lambda	PBL members will present digital career opportunities discussed during State Leadership Conference to local FBLA/PBL members. Personal Growth and Responsibility Core Competency and Oral Communication Core Competency
Contact:	Phyllis Sander
Phi Theta Kappa	PTK members will grow as scholars and leaders through involvement in local, regional and national events. Personal Growth and Responsibility Core Competency
Contact:	Craig Bradley

Co-curricular areas of the institution developing Student Learning Objectives during summer 2020 semester are: Ambassadors, College Bowl, eSports, Student Senate, and Veterans Club.

2. Shared Governance

April 16, 2020

10:00 a.m.

Meeting Facilitator: Dr. Curphy

Attendees: Dr. Shelby, Ruth Smith, Dr. Ryan Thornsberry, Dr. Ian Nicolaides, Sheryl Ribbing, and Brandy Woods

Approval of March 5, 2020 minutes

A motion was made by Dr. Nicolaides, and seconded by Dr. Shelby to approve the minutes.

Agenda Items:

1. Assessment:

The SAAC is in the process of updating the Personal Growth and Responsibility rubric for use with the end-of-semester document submissions by faculty. The email is ready to go out to all full- and part-time faculty for these submissions once the rubric is updated. The documents will be due approximately 2 weeks after the end of the semester. Once the documents have been received, the part-time data entry employee will enter them into Weave.

2. Personnel Changes:

Dr. Lisa Price has been hired as Interim Vice President of Student Services. Ms. Jean Ellen Boyd is being contracted to perform some of the duties of

Interim Vice President of Academic Affairs. Dr. Shelby will take on supervision of advising and recruitment along with supervision of the Athletic department.

3. Chain of Command:
Dr. Curphy has sent out an updated Academic Task List (see attachment). As new positions are filled and duties are adjusted, an updated chain of command will be sent to all personnel.
4. Online Graduation:
Some students have stated that they will have transferred to 4-year institutions in the fall, and do not want a ceremony in the fall. Dr. Price and her team are working on a virtual Commencement Ceremony.
5. Parameters on Assigning Final Grades:
SCC is following the “Due No Harm” policy put in place by the ICCB. If faculty have students with whom they have not been able to make contact, and they have not yet done any assignments, faculty are to continue submitting Retention Alerts. Advisors have been reaching out to their advisees weekly.

Students have 4 options up to May 14, 2020:

- Withdraw (W)
 - Pass/Fail (if allowable)
 - Incomplete (I)
 - Receive the grade they earn (students that do turn in work through the end of the semester)
6. Etrieve:
Etrieve is up and running, but not everyone has viewing rights. Dr. Curphy will discuss at the 4.20.20 Cabinet meeting.
 7. Fall Class Design:
Dr. Curphy is assessing the potential for fall classes being primarily online. If we go online, we must start making class changes now. Faculty would keep their day and times for face-to-face classes. Ruth will have a meeting with Division Chairs 4.17.20 to discuss the changes and equipment that faculty will need to teach from home. At this time fall registration will be postponed until 5.11.20. The section number to represent Zoom class sessions will be 99. Additional variations for multiple section numbers will also be assigned.
 8. Dual Credit:
Because this is a new situation for the College, there is no protocol in place to evaluate the “College from Home” for dual credit students. Dr. Shelby is working with Center Directors to ensure contact between SCC and Dual Credit Instructors.

Adjourn: A motion was made by Dr. Nicolaides and seconded by Dr. Shelby
Next scheduled meeting is May 07, 2020 at 10:00 a.m.

B. Student Success

Admissions

Danielle Boyd--Registrar

Danielle Boyd attended webinars on "COVID-19 and Commencement" and "Student Support in a Social Distancing Era." Over 500 congratulatory letters were mailed to high school seniors providing them with contact information. Boyd researched ways to reach students who have applied to SCC but have not enrolled.

Athletics

John Sparks—Athletic Director

The NJCAA provided two Webinars that I have participated in over the past two weeks. Both of these sessions were very informative in regards to how other community colleges are managing the COVID-19 outbreak. On April 16, the discussion was on Moving Forward: Best practices as an Athletic Director during COVID-19. On April 30, the discussion was Staying On Track: Maintaining Academic and Eligibility Requirements.

On May 6, I attended the Region 24 meeting via Zoom. There were several topics discussed during this two-hour meeting. Some of the key issues were: AED & CPR certification for all Coaches and COVID-19 issues for fall.

Career Services

Leslie Cornelius-Weldon—Career Services Coordinator

I have been with IT to add Candid Careers to the website for student use, as well as, continue to provide assistance with resumes, interviewing skills, and completion of online applications for students and community members. I attended webinars on Resilient Workforce and the Ecosystem, The employer Side of Group Discussion, and Community Outside the Classroom.

Dean of Students

Dr. Shelby—Interim Dean of Students

Dr. Shelby has been working with the Advisors on completing degree plans and reaching out to students to check on them during the pandemic. We have adopted the "Shawnee Cares" approach when dealing with students. As colleges are all delivering online instruction, students have more choices than ever before, and SCC must do something to stand out and give students a reason to come back. Dr. Shelby has also been participating in a webinar series hosted by the NJCAA on strategies surrounding athletic departments and student-athletes during the pandemic. The week of May 18-22, Dr. Shelby will be participating in Title IX Coordinator/Investigator Training through D. Stafford & Associates. The five-day intensive class will cover investigating a complaint of sexual misconduct, from sexual harassment to sexual assault in higher education from start to finish, with

particular emphasis on complying with the Cleary Act and guidance from the Office of Civil Rights.

TRiO Educational Talent Search

James Walton—Interim Director

ETS is staying on track with Our Plan of Contact for our students. Students that have access to a computer and the internet will have the opportunity to access all of our virtual activities and curriculum through our Google Classroom. Students that do not have this access will still be contacted through the mail. **Project Connect**, an extension grant to ETS was awarded and will help aid students without internet and computer access. We were able to purchase 50 Samsung Galaxy S5E tablets with Wi-Fi capability to help these students with their curriculum and also participate in our virtual activities coming up during the summer. If the demand is higher, we will have the option to order more tablets. The first stage of data collection through surveys for the upcoming rewrite of the ETS grant.

Financial Aid

Tammy Capps—Director of Financial Aid/Veterans

The Financial Aid Office entered all awarded scholarships for 2020-2021, emailed award letter notifications to students, and sent a report to each high school counselor.

Student Success Center

Mindy Ashby—Director of Student Success Center

During the month of April, the Student Success Center was dedicated to ensuring that students received tutorial assistance remotely via ZOOM, by phone, and by email. There have been 31 Request for Tutoring Forms submitted. Of those, several students who seek our services by way of Disability Services have been the most consistent in their need for our assistance. Aside from regular tutorial services, our Department has assisted students who have requested exams be read to them, asked for extra support while working on assignments, and requested technical support.

Staff thought it was critical that students continued to feel a connection to the college campus and wanted to continue to communicate with students. Center staff started by sending emails to students to encourage communication with our Department. The first email sent was a simple gesture just asking how students were doing. There were several positive replies that implied students were grateful to the Center for checking on them. Students also showed eagerness and optimism that implied that even though they had to transition to online learning, they feel as though the faculty and staff are going above and beyond to support their needs. With finals week approaching, staff emailed a reminder about services, and to ask for them to support one another by sharing some of their own experiences. Students were asked to give responses that could be shared with their peers regarding study habits, time management, and effective study strategies. A follow-up email was provided with the responses to all students.

The Testing Center has been working tirelessly to support online examinations. The College's placement exam, The Next-Generation Accuplacer, is now being offered remotely via ZOOM. The pre-entrance exams for the LPN, ADN, and

SICCM programs were also added to the online testing menu. One of the pre-entrance exams had been costing students \$25 when taken on campus and the price jumped to \$85 with the at-home version. There are currently 255 Retention Alert Cases, of those: 60 are Academic Issues, 193 are classroom issues, and 2 are Personal Issues. During the first week of class, after returning from spring break, instructors were asked to submit cases for students who were “low attendance” due to COVID-19.

Student Support Services

Amber Suggs—TRiO Student Support Services Director

TRiO Student Support Services has been concluding the execution of our Spring activities and workshops virtually. We are concluding our Supplemental Grant Aid program for the Spring Semester. This Spring, we will send students their certificates from our Annual SSS Celebration of Achievement. We want to honor the students and let them know we care about them. We are beginning our recruitment planning for 2020-2021. We are concluding our summer registration and maintaining contact reminders for Fall registration. Our tutoring services have been active supporting student needs as the semester closes. We are doing general student outreach contact toward supporting student wellness.

Student Success and Services

Dr. Lisa Price—Interim Vice President of Student Success and Services

On April 9, 2020, The CARES Act was signed into law, and the Higher Education Emergency Relief Fund (HEERF) was established. The CARES Act announcement made by U.S. Secretary of Education Betsy DeVos indicated that each college would receive an allotment of funds. The first half of the funds were to be made available to the colleges for distribution to students immediately, and the second half would be to reimburse colleges for any costs associated with significant changes to the delivery of instruction due to the coronavirus. Immediately after receiving the letter, Dr. Curphy assigned Ruth Smith, Dr. Tammy Capps, and Dr. Lisa Price to formulate a plan for the distribution of the relief funds to students. The three participated in webinars hosted by various state and federal organizations and associations about the CARES Act. However, the groups were giving different directives. The Department of Education (DOE) developed a FAQ that outlined eligible students, disbursements, and data collection. From the original letter from DeVos to the DOE specifications, unfortunately, regulations narrowed the type of student that could be assisted with the relief funds to those who were eligible to receive Title IV funds/PELL grants. A plan was developed to distribute approximately 95% of the student distribution monies to the eligible students whose education was disrupted due to the coronavirus. The remaining 5% of the HEERF funds were made available to students through an application process. On behalf of the SCC Foundation, Mr. Gene Honn had applied for and was awarded a \$3,839.12 COVID-19 Emergency Relief grant from Illinois Board of Higher Education, Illinois Student Assistance Commission, and Illinois Community College Board. More students will be able to receive financial assistance because of the additional funds and the ability for SCC students to prove their need and eligibility.

The IT department added a CARES Act landing page on the SCC website and created a dedicated email to the CARES Act. On May 11, emails were sent to HEERF eligible students with a description of funds, why they were eligible, allowable expenses for the funds, and an online certificate that had to be returned before distribution of funds. As of this report, it is anticipated that 247 full-time students enrolled in 12 or more credit hours will receive \$1,100, and 70 part-time students enrolled in 6-11 credit hours will receive \$500. The Emergency Fund application was announced and posted on the website on May 19, 2020.

Besides working on the CARES Act, Dr. Price has had introductory meetings with Student Success and Services staff directors. These meetings have focused on introductions, job duties, processes, procedures, expectations, working from home, and accountability. Price also emailed the faculty introducing herself. Enrollment has been a consistent topic at all meetings and in all discussions. Dr. Price emailed all staff and faculty asking for ideas to increase both summer and fall enrollment. Several great ideas were received.

Students have remarked to advisors and others of their fear with online classes. With COVID-19 and having to move all classes online, faculty have been very creative in their virtual classroom approach. One of the ideas received was regarding students not understanding Zoom. Zoom is the video/audio software that creates face-to-face interaction and is being used by faculty for instruction, in meetings, for advisement, and tutoring. The idea was to make a mock Zoom classroom video to show students the ease of use and that by using Zoom, you are live in a virtual classroom. Dr. Price asked for assistance and expertise from Rob Betts and Russ Stoup, who immediately jumped on board to create the mock Zoom classroom. Dr. Ian Nicolaides was called upon to be the instructor, and students, young and old, were asked to join the video class. Price asked for help with this project on a Thursday, and the mock classroom video, complete with students and Dr. Nicolaides' class on chambers and valves of the heart, was "shot" on Friday.

Student social interaction has been another concern of staff and faculty. Dr. Curphy presented the charge of providing some fun, virtual, interactive activities for students. Dr. Price formed a committee that brainstormed and came up with several activities. The committee chose two of the ideas to promote student social interaction: Shawnee Has Talent and Pet Photo Contest

Faculty and staff believe that our students deserve to be recognized for their achievements. Due to the cancellation of our regular commencement ceremony because of COVID-19, it was decided to hold a virtual commencement on June 19, 2020. Jackie Smith has been leading the efforts for the Shawnee Community College virtual commencement ceremony.

During the Bookstore Buy-Back on May 21, 22, and 26, Dr. Price and other SSS staff (using protective equipment and practicing social distancing) handed out goodie bags to students as they returned their books. The intent was to remind our students that we will do care about them and that we will return.

Dr. Anderson, the previous Vice President of Student Success & Services, formed a committee that met for the first time on September 6, 2019, to discuss providing a food pantry for our students to assist in removing the barriers of food

insecurities. Upon her departure, Jackie Smith has worked closely with Gene Honn of the Saints Foundation and Heather Owen, from Tri-State Foodbank and to assist in successfully submitting the proper documentation. Once we have completed our site visit via photographs, we will be ready to implement "The Cupboard" to our students.

Dr. Lisa Price

Interim Vice President of Student Success and Services

May 11, 2020

C. Financial & Campus Operations

State Payment Update

The state owes a total of \$746, 139 for March, April, and May Equalization funding, \$ 131,547 for Credit Hour funding for March and May. This is a total of \$877,686 owed to Shawnee Community College by the State of Illinois.

FY2021 Budget

The FY2021 Budget work is still in process. The plan is to have a tentative budget brought to the board for approval at the July board meeting. This budget will be on display for thirty days. The August board meeting will be the public hearing and board approval on the final budget. After meeting with a majority of the CFOs of the Illinois Community College's across the State of Illinois their intention is to have a final budget for their institutions by August 1st.

Facilities

Boiler replacement project has started and they have finished the asbestos abatement. This project is expected to be fully completed by August 1, 2020. The roofing and chiller projects will start in May. The chiller project should be completed by the end of August 2020. The roofing project should be completed by July 24, 2020. The maintenance staff has continued to work on campus.

Director of Business Services

Completed the three grant applications for the CARES Act which is the student portion, institutional portion, and strengthening institutions portion. We have received the student portion of the CARES Act which totals \$318,810. Completed the application for the SBA PPP Loan for Dr. Curphy to approve and sign.

IT Department

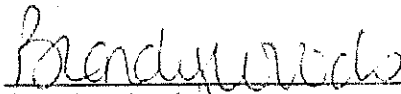
They have ordered equipment to have wireless internet in the parking lots of the campuses. They have also ordered and setup tablets for SSS. Held CROA consultant meeting and have created various CROA reports to fulfill various requests. For Institutional Research Director they setup clone of production, a desk PC for remote access, access to work in test environment, and setup a mail merge for Gmail. They have relocated the degree plan information on the College's website to allow for easier access. Upgraded server at Metro to Server 2019 and updated firmware on switches. Worked on tightening security on emails to help prevent email phishing attempts and sent a campus wide email to notify everyone to be vigilant towards phony emails. Updated the network equipment and servers and fixed any problems that were identified by the internal network scanner (OSSIM). Upgraded Colleague UI to 5.10 and administered maintenance in the production environment before the clone of the system. Attended training for the Blackbaud software and created a data conversion spreadsheet for the

Foundation. They assisted the Academic Affairs Division by entering in IND department changes into 'CRSE' inside Colleague, cleaned up curriculum and instruction items, and other data entry items. They also continue to provide remote support to staff, faculty and students.

Human Resources

The HR office is staying well-informed of the ever-changing laws due to the COVID- 19 pandemic and ensuring all communication is up to date with the Family First Coronavirus Response Act, which is posted on the mySCC employee portal. Processed applications for the positions currently open. In constant communication with ONI risk partners regarding the 2020 Health Insurance, continued to handle various day to day tasks such as FMLA paperwork, insurance communication, and worker's comp issues. The director has attended several free webinars on human resources for professional development. Sent communication to employees to inform them of the resources available to them due to the stress of working through the COVID-19 pandemic which are through our Employee Assistance Program.

Brandy Woods



Brandy Woods

MOTION NO. 3

CONSIDERATION OF REVISION OF POLICY 6130 HOLIDAYS POLICY (SECOND READ) – Attachment 1

A motion was made by John Windings and seconded by Steve Heisner

On roll call vote, the members voted as follows:

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

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

MOTION NO. 4

CONSIDERATION OF MEDICAL ASSISTANT CERTIFICATE

A motion was made by John Windings and seconded by Andrea Witthoft

To approve the Medical Assistant Certificate – **Attachment #2**

On roll call vote, the members voted as follows:

Mr. Steven Etter, (advisory vote)
Mr. Randall Rushing - yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Michael McMahan - no
Ms. Cathy Belcher - no
Mr. Steve Heisner - yes
Vacant

Results: 4 yeas, 2 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

MOTION NO. 5

CONSIDERATION OF EARLY CHILDHOOD AAS REACTIVATION

A motion was made by Andrea Witthoft and seconded by Steven Etter

To approve the Early Childhood AAS Reactivation – **Attachment #3**

On roll call vote, the members voted as follows:

Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - no
Mr. Steve Heisner - yes
Mr. Randall Rushing - no
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Michael McMahan - no
Vacant

Results: 3 yeas, 3 nays, 0 abstention, 0 absent. The Chairman declared the motion failed.

MOTION NO. 6

CONSIDERATION OF EARLY CHILDHOOD LESS-THAN-ONE-YEAR-CERTIFICATE

A motion was made by Andrea Witthoft and seconded by John Windings

To approve the Early Childhood Less-Than-One-Year-Certificate – **Attachment #4**

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - yes
Mr. Michael McMahan - no
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - no
Mr. Steve Heisner - yes
Mr. Randall Rushing - no
Mr. John Windings - yes
Vacant

Results: 3 yeas, 3 nays, 0 abstention, 0 absent. The Chairman declared the motion failed.

MOTION NO. 7

CONSIDERATION OF EARLY CHILDHOOD ONE-YEAR-CERTIFICATE

A motion was made by Andrea Witthoft and seconded by Steven Etter

To approve Early Childhood One-Year-Certificate – **Attachment #5**

On roll call vote, the members voted as follows:

Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Mr. Michael McMahan -no
Mr. Steven Etter, (advisory vote) - yes
Ms. Cathy Belcher - no
Mr. Steve Heisner - yes
Mr. Randall Rushing- yes
Vacant

Results: 3 yeas, 3 nays, 0 abstention, 0 absent. The Chairman declared the motion failed.

MOTION NO. 8

CONSIDERATION OF AGRICULTURE ONE-YEAR CERTIFICATE

A motion was made by Mike McMahan and seconded by John Windings

To approve Agriculture One-Year Certificate – **Attachment #6**

On roll call vote, the members voted as follows:

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

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

MOTION NO. 9

CONSIDERATION OF COSMETOLOGY AAS

A motion was made by Cathy Belcher and seconded by Steve Heisner

To approve Cosmetology AAS One-Year Certificate – **Attachment #7**

On roll call vote, the members voted as follows:

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

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

MOTION NO. 10

CONSIDERATION OF BARBER CERTIFICATE

A motion was made by Steve Heisner and seconded by Mike McMahan

To approve Barber Certificate – **Attachment #8**

On roll call vote, the members voted as follows:

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

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

MOTION NO. 11

CONSIDERATION OF ESTHETICS CERTIFICATE

A motion was made by John Winders and seconded by Mike McMahan

To approve Esthetics Certificate – **Attachment #9**

On roll call vote, the members voted as follows:

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

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

XII. EXECUTIVE SESSION

A motion was made by Cathy Belcher and seconded by Mike McMahan

to **adjourn and go into executive session** at 7:06 p.m. for the purpose of discussing:

1. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to 5 ILCS 120/2 (c) (1)
 - A. Consideration of Interim Vice President of Financial & Campus Operations Budget Report – **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - B. Consideration of Collective Bargaining **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - C. Consideration of VPSS Duties **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1) – **Attachment #10**
 - D. Consideration of Tenure of Mike McNally **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - E. Consideration of Tenure of Wendy Harris **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - F. Consideration of Presidential Search – **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - G. Consideration of Employment of the Administrative Assistant to the President and Foundation Director.
2. Consideration of Filling Board Vacancy pursuant to 5 ILCS 120/2(c)(3) **Executive Session Tab, p. 2**
3. Consideration of Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to 5 ILCS 120/2 (c) (1)
 - A. Consideration of approval of employee termination 5 ILCS 120/2 (c) (1) **Executive Session Tab, p. 2 – Attachment #11**
 - B. Consideration of approval of employee termination 5 ILCS 120/2 (c) (1) **Executive Session Tab, p. 2 – Attachment #12**
 - C. Consideration of approval of employee resignation 5 ILCS 120/2 (c) (1) **Executive Session Tab, p. 3 – Attachment #13**
4. HLC Approval for Distance Education Courses and Programs for Shawnee Community College – **Executive Session Tab, p. 3 Attachment #14**
5. Consideration of Executive Session Minutes to Determine Continued Confidentiality 5 ILCS 120/2 (c) (21) **Executive Session Tab, p. 3**
6. Consideration of Items That May Lead or Have Led to Litigation 5 ILCS 120/2 (c) (11)

On roll call vote, the members voted as follows:

Mr. Steven Etter, (advisory vote) - yes
Mr. Randall Rushing - yes
Ms. Andrea Witthoft - yes
Mr. Steve Heisner - yes

Mr. John Windings - yes
Ms. Cathy Belcher - yes
Mr. Michael McMahan - yes
Vacant

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

Regular Board Meeting

June 1, 2020

BEGINNING OF EXECUTIVE SESSION – BEFORE DISCUSSION STARTS

Start Recorder

This is a recording of an executive session held on **June 1, 2020**, of the Shawnee Community College Board of Trustees, held via Zoom. The Board went into executive session under Open Meeting Act exceptions 2(c)(1), (11), and (21).

Present are board members:

Steve Heisner

Mike McMahan

Cathy Belcher

John Windings

Randall Rushing

Andrea Witthoft

Student Trustee Steven Etter

Vacant

Attorney John Schneider

Interim President Kathleen Curphy

Brandy Woods, Director of Business Services

The executive session began at 7:15 p.m.

(Note: The Board secretary should note on the audio or video recording the time of arrival of any person not present at the beginning of the meeting and state the time of departure of any person leaving the meeting.)

END OF EXECUTIVE SESSION DISCUSSION

The executive session was attended by Board members Cathy Belcher, Steve Heisner, Mike McMahan, Randall Rushing, John Windings, Andrea Witthoft, Attorney John Schneider, Interim President Kathleen Curphy, Brandy Woods and Student Trustee Steven Etter. Others who arrived later, or who left before the conclusion of the meeting are noted on the recording. The executive session concluded at 9:03 p.m.

Stop Recorder

CONFIDENTIAL
BOARD OF TRUSTEES
OF COMMUNITY COLLEGE DISTRICT NO. 531
COUNTIES OF UNION, ALEXANDER, MASSAC, PULASKI, JOHNSON, AND
JACKSON
IN THE STATE OF ILLINOIS
EXECUTIVE SESSION
June 1, 2020

An executive session of the Board of Trustees of Shawnee Community College was held on June 1, 2020, at 7:15 p.m. at the Shawnee Community College via Zoom for the purpose of discussing:

1. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to 5 ILCS 120/2 (c) (1)
 - A. Consideration of Interim Vice President of Financial & Campus Operations Budget Report – **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - B. Consideration of Collective Bargaining **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - C. Consideration of VPSS Duties **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1) – **Attachment #10**
 - D. Consideration of Tenure of Mike McNally **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - E. Consideration of Tenure of Wendy Harris **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - F. Consideration of Presidential Search – **Executive Session Tab, p. 1** pursuant to 5 ILCS 120/2 (c) (1)
 - G. Consideration of Employment of the Administrative Assistant to the President and Foundation Director.
2. Consideration of Filling Board Vacancy pursuant to 5 ILCS 120/2(c)(3)
Executive Session Tab, p. 2
3. Consideration of Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to 5 ILCS 120/2 (c) (1)
 - D. Consideration of approval of employee termination 5 ILCS 120/2 (c) (1)
Executive Session Tab, p. 2 – Attachment #11

- E. Consideration of approval of employee termination 5 ILCS 120/2 (c) (1)
Executive Session Tab, p. 2 – Attachment #12
- F. Consideration of approval of employee resignation 5 ILCS 120/2 (c) (1)
Executive Session Tab, p. 3 – Attachment #13
- 4. HLC Approval for Distance Education Courses and Programs for Shawnee
Community College – **Executive Session Tab, p. 3 Attachment #14**
- 5. Consideration of Executive Session Minutes to Determine Continued Confidentiality
5 ILCS 120/2 (c) (21) **Executive Session Tab, p. 3**
- 6. Consideration of Items That May Lead or Have Led to Litigation 5 ILCS 120/2 (c)
(11)

BOARD MEMBERS:

Ms. Cathy Belcher – present
Mr. Steve Heisner – present
Mr. Michael McMahan – present
Mr. Randall Rushing – present

Mr. Steven Etter (student trustee) present
Mr. John Windings - present
Ms. Andrea Witthoft - present
Vacant

ALSO, PRESENT:

John Schneider, Attorney
Dr. Kathleen Curphy, Interim President
Brandy Woods, Director of Business Services

MOTION NO. 13

A motion was made by Steve Etter and seconded by Steve Heisner to adjourn out of executive session at 9:03 p.m.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 14

A motion was made by John Windings and seconded by Cathy Belcher to approve the minutes of the executive session held on June 1, 2020.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 15

CONSIDERATION OF CONTRACT FOR VPSS DUTIES

A motion was made by Andrea Witthoft and seconded by Steve Etter

To approve Contract for VPSS Duties.

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. Randall Rushing - yes
Vacant

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

MOTION NO. 16

CONSIDERATION OF TENURE OF MIKE MCNALLY

A motion was made by Steve Etter and seconded by Cathy Belcher

To approve Tenure of Mike McNally.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 17

CONSIDERATION OF TENURE OF WENDY HARRIS

A motion was made by John Windings and seconded by Steve Heisner

To approve Tenure of Wendy Harris.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 18

CONSIDERATION OF EMPLOYMENT OF THE ADMINISTRATIVE ASSISTANT TO THE PRESIDENT AND FOUNDATION DIRECTOR

A motion was made by Steve Etter and seconded by John Windings

To approve Tina Waller as Assistant to the President and Foundation Director effective 6/2/2020

On roll call vote, the members voted as follows:

Mr. Steve Heisner - yes
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 - yes
Vacant

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

MOTION NO. 19

CONSIDERATION OF EMPLOYEE TERMINATION

A motion was made by Andrea Witthoft and seconded by Steve Etter

To approve termination of Debora Johnson effective 5/6/2020.

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. Randall Rushing - yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Vacant

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

MOTION NO. 20

CONSIDERATION OF EMPLOYEE TERMINATION

A motion was made by John Windings and seconded by Steve Heisner

To approve termination of Tony LaForest effective 5/11/2020.

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. Randall Rushing - yes
Mr. John Windings - yes
Ms. Andrea Witthoft - yes
Vacant

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

MOTION NO. 21

CONSIDERATION OF EMPLOYEE RESIGNATION

A motion was made by Mike McMahan and seconded by Cathy Belcher

To approve resignation of Debra Penrod effective 08/15/2020.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 22

CONSIDERATION OF EXECUTIVE SESSION MINUTES TO DETERMINE CONTINUED CONFIDENTIALITY

A motion was made by Mike McMahan and seconded by Steve Etter

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 December 3, 2018.

On roll call vote, the members voted as follows:

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
Vacant

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

MOTION NO. 23

Chair Randy Rushing called for a Special Meeting on June 4, 2020 at 5:30, to discuss the Presidential Search and the Budget

MOTION NO. 24

A motion was made by Steve Heisner and seconded by John Windings

To approve James Darden as Trustee

On roll call vote, the members voted as follows:

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

Results: 4 yeas, 2 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

XVI. Adjournment

MOTION NO. 25

A motion was made by Steve Etter and seconded by Mike McMahan

To adjourn at 9:21 p.m.

On roll call vote, the members voted as follows:

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

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