

# BOARD BOOK

April 5, 2021





**REGULAR MEETING**  
**SCC BOARD OF TRUSTEES DISTRICT NO. 531**  
**RIVER ROOM - ULLIN, IL**  
**April 5, 2021 – 5:30 p.m.**

As permitted by Governor Pritzker’s Executive Orders 2020Ĝ 07, 2020Ĝ33, and, 2020Ĝ55 Shawnee Community College, Pulaski County, Illinois, will convene a remote, regular meeting on April 5, 2021 at 5:30 PM via teleconference. Citizens and staff may participate in the teleconference by using the link below: <https://shawneccedu.zoom.us/j/119290368> (please note there is a new passcode requirement for Zoom. The passcode is, 679248), or by dialing 1-312-626-6799, when prompted enter conference ID 119290368 and press # instead of a participant number. The meeting will include an opportunity for public comment. Any member of the public that would like to make a public comment, must submit their public comment via email to [comments@shawnecc.edu](mailto:comments@shawnecc.edu) by 2:00 p.m. on April 5, 2021. Public comments submitted via email will be announced during the public comment portion of the meeting.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Recognition of Guests and Public Comment**
- V. Approval of Consent Agenda**
  - A. [Minutes of Regular March 1, 2021 Meeting](#)
  - B. [Minutes of Special Board Meeting March 22, 2021](#)
  - C. [Treasurer’s Report](#)
  - D. [Approval of Bills](#)

|  |                       |
|--|-----------------------|
| Education Fund                               | \$607,731.83          |
| Building Fund                                | \$170,759.18          |
| Restricted Bldg. Fund                        | 0.00                  |
| Bond & Interest Fund                         | 0.00                  |
| Auxiliary Enterprises Fund                   | \$59,422.90           |
| Restricted Purposes Fund (Grants)            | \$198,654.36          |
| Restricted Purposes - FWS*                   | \$2640.55             |
| Restricted Purposes - PELL                   | \$20,299.00           |
| Restricted Purposes - SEOG                   | 0.00                  |
| Trust & Agency Fund                          | \$856.00              |
| Audit Fund                                   | 0.00                  |
| Liability. Protection Settlement Fund (TORT) | \$43,846.77           |
| <b>Grand Total</b>                           | <b>\$1,104,140.59</b> |

**VI. Consideration of Addendum and Re-Investments**

Addendum: [Education Fund to Restricted Purposes Fund](#) (1 Transfer)

**VII. Reports**

- A. [Student Report](#)– Steven Etter
- B. [Faculty](#) – Dr. Ian Nicolaides
- C. [President](#) – Dr. Tim Taylor
- D. Vice Presidents
  - i. [Academic Affairs](#)– Dr. Kathleen Curphy
  - ii. [Student Success & Services](#) – Dr. Lisa Price
  - iii. [Financial & Campus Operations](#) – Brandy Woods
- E. [Communications & Public Relations](#) – Rob Betts
- F. [College Foundation](#) – Gene Honn
- G. [Illinois Community College Trustees Association](#) – Andrea Witthoft
- H. Financial Presentation – Brad McCormick

**VIII. Action and Discussion Items**

- A. Consideration of Approval (SECOND READ) of [Non-Discrimination & Harassment Policy](#) – [Attachment #1 \(16 pages\)](#)
- B. Consideration of Approval (SECOND READ) of [Financial Aid Policy](#) – [Attachment #2 \(10 pages\)](#)
- C. FIRST READ – [Financial Condition Policy](#) - [Attachment#3 \(2 pages\)](#)
  - i. FIRST READ –[Management of Financial Reserves Policy](#) –[Attachment #4 \(13 pages\)](#)
  - ii. SUPPORT INFORMATION [Fund Balance Calculations](#) Procedure
  - iii. SUPPORT INFORMATION [Bonds and Indebtedness](#) Procedure –
  - iv. SUPPORT INFORMATION [Audit Firm Selection](#) Procedure
- D. FIRST READ – [Budget Forecasting, Development, & Adoption Policy](#) - [Attachment #5 \(5 pages\)](#)
  - i. SUPPORT INFORMATION [Budget Development & Adoption](#) Procedure
- E. FIRST READ – [Asset Protection & Planning Policy](#) -[Attachment #6 \(2 pages\)](#)
- F. New Board of Trustees Organization

**IX. Executive Session**

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
  - i. Consideration of Approval to Hire a Full-Time [Bursar](#)
  - ii. Consideration of [Ratification of Part-Time Employees](#)
  - iii. Consideration of Approval for [Tenure of Faculty](#) – [Attachment #7 \(2 pages\)](#)
  - iv. Consideration of Approval to Hire a [Grant Writing Consultant](#) – [Attachment #8 \(6 pages\)](#)
  - v. Consideration of Ratification of the FY2021 & FY2022 [Collective Bargaining Agreement](#)

- B. Consideration of Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
  - i. Consideration of [Resignation of Full-Time Employee Attachment #9 \(2 pages\)](#)
  - ii. Consideration of [Resignation of Full-Time Employee Attachment #10 \(2 pages\)](#)
  - iii. Consideration of Approval for the Renewal of [VP Contracts Attachment #11 \(6 pages\)](#)
- C. Consideration of Items That May Lead or Have Led to Litigation pursuant to [5 ILCS 120/2 \(c\) \(11\)](#)

**X. Executive Session Action Items**

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
  - i. Consideration of Approval to Hire a Full-Time [Bursar](#)
  - ii. Consideration of [Ratification of Part-Time Employee](#)
  - iii. Consideration of Approval for [Tenure of Faculty Attachment #7](#)
  - iv. Consideration of Approval to Hire a [Grant Writing Consultant Attachment #8](#)
  - v. Consideration of Ratification of the FY2021 & FY2022 [Collective Bargaining Agreement](#)
- B. Consideration of Non-Renewal, Resignation, or Termination of any staff or employee of the College
  - i. Consideration of [Resignation of Full-Time Employee Attachment #9](#)
  - ii. Consideration of [Resignation of Full-Time Employee Attachment #10](#)
  - iii. Consideration of Approval for the Renewal of [VP Contracts Attachment #11](#)
- C. Consideration of Items That May Lead or Have Led to Litigation

**XI. Adjournment**