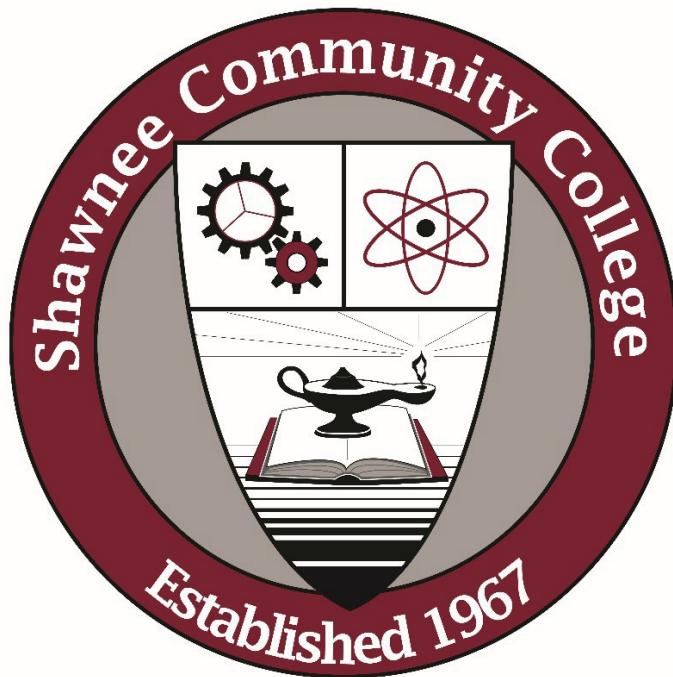


BOARD BOOK

July 6, 2021





REGULAR MEETING
SCC BOARD OF TRUSTEES DISTRICT NO. 531
RIVER ROOM - ULLIN, IL
July 6, 2021 – 5:30 p.m.

As permitted by Governor Pritzker's Executive Orders 2020G 07, 2020G33, and, 2020G55 Shawnee Community College, Pulaski County, Illinois, will convene a remote, regular meeting on July 6, 2021 at 5:30 PM via teleconference. Citizens and staff may participate in the teleconference by using the link below: <https://shawneecc-edu.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@shawneecc.edu by 2:00 p.m. on July 6, 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 June 7, 2021 Meeting](#)
- B. [Treasurer's Report](#)
- C. [Approval of Bills](#)

Education Fund	\$951,680.30
Building Fund	133,591.07
Restricted Bldg. Fund	0.00
Bond & Interest Fund	64,000.00
Auxiliary Enterprises Fund	43,257.76
Restricted Purposes Fund (Grants)	432,879.43
Restricted Purposes - FWS*	2,218.37
Restricted Purposes - PELL	6,900.91
Restricted Purposes - SEOG	17,342.00
Trust & Agency Fund	582.22
Audit Fund	0.0
Liability. Protection Settlement Fund (TORT)	33,246.46
Grand Total	\$1,685,698.52

VI. Consideration of Addendum and Re-Investments

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

VII. Reports

- A. [Student Report](#) – Bradley West
- B. [Faculty](#) – Dr. Ian Nicolaides
- C. [President](#) – Dr. Tim Taylor
- D. Vice Presidents
 - i. [Academic Affairs](#) – Jean Ellen Boyd
 - 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](#) – James Darden

VIII. Action and Discussion Items

- A. Consideration of Approval of [Southern Seven Lease Renewal Attachment](#) (11 pages)
- B. Consideration of Approval of [FY22 Student Handbook](#) (sent as separate attachment)
- C. Consideration of Approval of [2021-2025 Strategic Plan](#) (submitted 6.21.21)
- D. Board Policy Committee Update

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 [Ratify Faculty Stipends for Spring 2021 Attachment](#) (5 pages)
 - ii. Consideration of Approval to [Ratify Adjunct Faculty for Spring 2021 Attachment](#) (4 pages)
 - iii. Consideration of Approval of [Ratification of Part-Time Employees](#)
 - iv. Consideration of Approval to [Hire Full-Time Admissions, Recruitment, Advisement Specialist](#)
 - v. Consideration of Approval to [Hire Full-Time Admissions, Recruitment, Advisement Specialist](#)
 - vi. Consideration of Approval to [Hire Nursing Tutor](#)
- B. Consideration of Approval to Consideration of Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
- 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 [Ratify of Faculty Stipends for Spring 2021 Attachment \(5 pages\)](#)
 - ii. Consideration of Approval of [Ratification Employment of Adjunct Faculty for Spring 2021 Attachment \(4 pages\)](#)
 - iii. Consideration of Approval of [Ratification of Part-Time Employees](#)
 - iv. Consideration of Approval to [Hire a Full-Time Admissions, Recruitment, Advisement Specialist](#)
 - v. Consideration of Approval to [Hire a Full-Time Admissions Recruitment Advisement Specialist](#)
 - vi. Consideration of Approval to [Hire Nursing Tutor](#)
- B. Consideration of Non-Renewal, Resignation, or Termination of any staff or employee of the College
- C. Consideration of Items That May Lead or Have Led to Litigation

XI. Adjournment

**REGULAR BOARD MEETING
SCC BOARD OF TRUSTEES DISTRICT NO. 531
SCC RIVER ROOM, SHAWNEE COLLEGE ROAD
ULLIN, ILLINOIS
June 7, 2021**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on June 7, 2021, in the River Room and via Zoom. The meeting was called to order by Chairperson Steve Heisner.

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

The roll call was as follows:

Mr. James Darden - Present
Ms. Deborah Shelton-Yates - Absent
Mr. Steve Heisner - Present
Mr. Michael McMahan - Present
Ms. April Moore - Present
Mr. John Windings - Present
Ms. Andrea Witthoft - Present
Mr. Bradley West, Student Trustee – Present, Arrived at 5:40pm

Others Present:

Tim Taylor, Ph.D. President - Present
Jean Ellen Boyd, Interim Vice President of Academic Affairs - Present
Lisa Price, Ed.D., Vice President of Student Success & Services - Present
Brandy Woods, Director of Business Services - Present
Greg Mason, Ph.D., Dean of Workforce Innovation, Adult Basic & Continuing Education - Present
Dr. Kristen Shelby, Dean of Academic Affairs and Student Learning - Present
Dr. April Teske, Institutional Research, Effectiveness & Planning - Present
Rob Betts, Director of Communications/Public Relations - Absent
John Schneider, Attorney - Present
Dr. Ian Nicolaides, S.C.E.A., President - Present
Dr. Ryan Thornsberry, Instructor of English - Present
Beth Crowe, Administrative Assistant to the President - Present

IV. Recognition of Guests and Public Comment

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V. Approval of Consent Agenda

MOTION NO. 1

A motion was made by John Windings and seconded by Michael McMahan to **approve the consent agenda** as follows:

Regular Meeting Minutes May 3, 2021

Treasurer's Report

Approval of Bills

Education Fund	\$941,852.23
Building Fund	56,822.98
Restricted Bldg. Fund	0.00
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	35,099.77
Restricted Purposes Fund (Grants)	240,500.98
Restricted Purposes - FWS*	3,993.44
Restricted Purposes - PELL	17,285.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	345.77
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	32,524.67
Grand Total	1,328,424.84

On roll call vote, the members voted as follows:

Mr. Steve Heisner - Yes
 Mr. Michael McMahan - Yes
 Mr. John Windings - Yes
 Ms. Andrea Witthoft - Yes
 Mr. Bradley West, (advisory vote) - Absent
 Ms. Deborah Shelton-Yates - Absent
 Mr. James Darden - Yes
 Ms. April Moore - Yes

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

VI. Consideration of Addendum and Re-Investments

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MOTION NO. 2

A motion was made by James Darden and seconded by Michael McMahan **to approve Addendum: Education Fund to Restricted Purposes Fund in the amount of \$150,000.00. April 30, 2021**

On roll call vote, the member voted as follows:

Ms. April Moore - Yes
Mr. John Windings - Yes
Ms. Andrea Witthoft - Yes
Mr. Bradley West, (advisory vote) - Absent
Ms. Deborah Shelton-Yates - Absent
Mr. Steve Heisner - Yes
Mr. James Darden - Yes
Mr. Michael McMahan - Yes

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

VII. Reports

A. Student Trustee – Bradley West

Craig Bradley, the advisor of the Alpha Lambda Epsilon Chapter of Phi Theta Kappa, won a Phi Theta Kappa Distinguished Advisor Award at the 2021 Virtual Catalyst Convention. There were 21 total awards given. This award is given to recognize advisors to the significant growth of Phi Theta Kappa members.

The Cupboard Food Pantry provided by TRIO will continue throughout summer. Anyone can make an anonymous request by filling out this quick form with this link [here](#).

The History Club had 25 people go to the Civil Rights Museum in Memphis, TN.

Connie Lowery has been hosting a cooking class for students, which was a success.

I am awaiting to receive survey results from Erin King regarding Campus Activities.

Student Trustee now has an email, which is student.trustee@shawneecc.edu. If there are any questions for the Trustee, or anything that needs to be addressed, please contact through this email in the future.

B. Faculty – Dr. Ian Nicolaides

Faculty are thankful for the team work across the institution this past year. In similar, faculty look forward to the future. Faculty activities have increased as social distancing restraints have lessened. The month of May finished up with faculty helping many students finish the semester as strong as possible prior to the end of the semester. Below is a list of activities submitted to me from faculty. Yours in Education, Dr. Ian Nicolaides SCEA, President

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Humanities

JoElla Basler created a flyer for a grant project that was awarded to develop a remediation program for students who do not test into college-credit bearing English classes. The flyer explains this a bit more. (Attached at end of report)

The curriculum for the grant is being developed by one of our professional tutors. The project is a collaboration between Kristin, Sandy, Mindy Ashby, Marilyn Crites, Rob Lucas, and myself and is set to launch June 1.

Sandy Fontana reports that Forty students, staff, and faculty celebrated the 8th annual Poetry Slam on April 28 in the L-Atrium and via Zoom. Special thanks to Russ Stoup and Rob Betts for technical support and filming the event. Thanks to Dr. Kristin Shelby and Mindy Ashby for their support. Umarra Winfield and Halli Brown did a fantastic job as Mistresses of Ceremonies. All of the readers made the Poetry Slam a success!

Lee Van Alstine reports that spring concert on May 5th had approximately 60-80 people in attendance. I hope to have a High School regional concert in October. Awaiting attendance and participation guidelines for the fall.

Math & Science

Anatomy & Physiology 1 and 2 have been approved by ICCB. Both classes will be offered next year as Human Anatomy and Physiology are sunset.

Lori Armstrong attended the following virtual conferences in April and May: Higher Learning Commission, NISOD, and NSTA (National Science Teachers Association). She also attended a one-day Carolina Biological Supply Company Webinar entitled "Carolina Launches Biotech Skills and Careers" and won a one-year access to a colony transformation simulation activity.

Math Faculty (Roberta Christie, David Black, and Connie McGinnis) and Chair Lori Armstrong continue working with Consultant Kathy Almy and Dr. Shelby to plan corequisite Math courses. They will be piloted in Spring 2022.

Sheryl Ribbing's CHE 113 class conducted PCR (polymerase chain reaction) and gel electrophoresis labs using equipment purchased with SI Bridges Grant funds. PCR and gel electrophoresis are molecular biology lab techniques often used in research. Sheryl is happy to report that neither her nor her student's DNA matched the DNA collected from the crime scene!! We are excited to incorporate these new molecular lab activities into our coursework!

Lori Armstrong, Eric Howard (Criminal Justice Instructor), Anna Vaughn-Doom (Agriculture Instructor) are planning to use the PCR and gel electrophoresis equipment for cross-curricular lab activities during the fall semester. The Criminal Justice students will do a crime scene DNA

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analysis and the Agriculture students will test foods to see if they contain GMOs (genetically modified organisms) which are commonly used in agriculture.

BOT Division Faculty Board Report

March 25, 2021 – The BOT Division hosted the annual virtual high school business skills competition. Four high schools participated. All trophies have been delivered. And news articles have been published.

April 12, 2021 – Phyllis Sander, ACC/BUS/COM instructor, participated in a demonstration and discussion with other SCC associates revolving around the Simple Syllabus platform.

April 30, 2021 – Derek Pender, Automotive instructor, hosted a group of 16 students from Cobden High School. He gave them a tour of the Automotive department and explained the process of obtaining the Automotive Technology AAS degree. Derek also facilitated a Welding tour for those who expressed interest in that program.

April-May 2021 – Phyllis Sander completed training with the new Degree Plan module in WEAVE to prepare for an import of SCC courses and the visualization in report formatting regarding the Assessment of Student Learning.

May 5, 2021 – Anna Vaughn-Doom, Agriculture instructor, met with Joppa High School's Ag department, and donated a variety of vegetable plants started by the SCC Ag students. The plants will be used in the community garden.

May 6, 2021 – Phyllis Sander participated in a NISOD webinar titled Creative Assessment where alternative activities were presented to allow students to demonstrate mastery of course objectives related to identified Institutional Learning Objectives (Core Competencies).

May 6, 2021 – Eric Howard, Criminal Justice instructor, met with the administrator, Chief of Security, and one of the sergeants of the Tri-County Detention Center to discuss Criminal Justice Internship opportunities for Criminal Justice students. The Center reached out to Mr. Howard because they would like to host SCC's interns for paid internships (\$15.00 per hour for 150 hours). Mr. Howard reinstated the Criminal Justice internships beginning FY2021.

May 7, 2021 – Phyllis Sander completed a 7-week course certification on DEI (Diversity, Equity and Inclusion) offered by the University of South Florida Muma College of Business.

May 7, 2021 – Anna Vaughn-Doom met with representatives from the University of Illinois Extension Center, and donated plants started by the SCC Ag students to the community gardens in Cairo and Metropolis.

May 7, Phyllis Sander completed a 7-week course certification on DEI - Diversity, Equity and Inclusion offered by the University of South Florida Muma College of Business.

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C. President – Dr. Tim Taylor



June 7, 2021

Enrollment Update				
	Headcount		Reimbursable Credit-Hours	
	FY 21	FY 20	FY 21	FY 20
Summer	668	953	3,139.5	3,773
Fall	1,632	1,813	12,589.5	13,615.5
Spring	1,773	1,791	14,034.5	13,932
Total	4,073	4,557	29,763.5	31,320.5
FY 21 Credit-Hour Budget Projection		28,078	Difference	1,685.5

*Data pulled 06/01/2021; State reimbursement is based on credit-hours generated at mid-term.

The following events are noteworthy:

On 04/27 and 05/04, met with the VP of Academic Affairs Search Committee – consisting of 13 individuals from faculty, administration, and support staff – to review and revise the current job description. These were highly collaborative and productive meetings. The revised job description can be viewed here <https://www.shawneecc.edu/job/vp-of-academic-affairs>. A hard copy can be provided on request.

On 04/28, met with Dr. Bullock (Lake Land), Dr. Evans (Kaskaskia), Dr. Nacco (DACC), Dr. Wynes (Black Hawk) to share ideas and streamline application processes for our Correctional Center programming applications. The focus of this meeting was to create consistency with around HVAC, Welding, and the Career Services programs.

On 04/30, participated in a meeting between the regional Community College's and Southern Illinois Legislators hosted at Rend Lake College. Community College participants included President's and CFOs from John A. Logan, Kaskaskia, Rend Lake, Southeastern, and Shawnee. Brandy Woods attended the meeting – via Zoom – with me. Legislative participants included: Representatives Katie Stuart (112), Paul Jacobs (115), David Friess (116), Dave Severin (117), Patrick Windhorst (118) and Senators Darren Bailey (55), Terri Bryant (58), and Dale Fowler (59). Topics of the discussion included current (house and senate) bills, articulation concerns, and finance concerns. Dr. Evans (Kaskaskia) and I led the discussion on the impact that reduced State funding has had on rural community colleges.

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In addition, we suggested several options for future consideration. The legislators involved felt the meeting was extremely informative and productive. They suggested that we meet quarterly in the future.

Facilitated the Shared Governance Committee meeting on 05/06. Topics included: End-of-Course Surveys, HLC Monitoring Report Committee Update, Faculty Engagement during the Summer, Shared Governance Committee Template Review, Board Policy Development, and Future Pending Policies. Outcomes of interest are:

The intent of the current survey (which is not an End-of-Course Student Satisfaction Survey) was clarified as a means for identifying “Civic Development” activities to be reported as part of my College Status Report for the Board. The outcomes of the study are intended to identify areas for improvement and provide a basis for future funding requests to support new initiatives – not to be used as a personnel evaluation tool.

The draft HLC Shared Governance Visit timeline was shared and approved by the Team. Faculty would prefer much of the work, requiring their input, to be done earlier during the summer. It was shared we anticipate hiring Dr. Marie Giacomelli – a former HLC Evaluation Team Leader – to assist us with the development of the self-study report. Further, the Team was asked to test their access to the HLC shared drive that was mapped to their individual SCC user accounts.

The purpose of this drive is to share all documents related to the development of the self-study. Faculty understand the College is a year-long business and understand the difficulty of getting full faculty participation in committee events during the summer months because of vacation schedules. However, it is clear the faculty want to be engaged with the “*Big Things*” over the summer. The Annual Board Calendar of Events was shared with the Team to identify potential “Big Things” for consideration. Also, it was suggested the revised Strategic Plan, to be considered by the Board in June, would provide some guidance on potential “Big Things.” Dr. Nicolaides will review these documents with faculty and provide a recommendation to Dr. Taylor on faculty priorities.

A draft template for Committee shared governance structure was shared with the Team. The idea of creating a shared governance manual and how this template would fit within that structure was also discussed. The Team is to review the template and suggest changes as the next meeting. In addition, it was suggested that we start thinking about ways in which to ensure communication and participation in the new structure. An idea of a revised agenda and minutes structure was suggested for future consideration.

The names of the Board Policy Development Ad hoc Committee (Mike McMahan, Deborah Shelton-Yates, and Andrea Witthoft) were shared with the Team. It was suggested that this Team would likely be working frequently over the summer to

develop an estimated 60-70 Board-level policies and bylaws. An administrative team of 1 or 2 individuals will work with me to support the Board Committee. Faculty were asked if they wanted to directly participate in the process. After consideration, the faculty felt active engagement was not appropriate because the nature of Board policies and bylaws did not have a direct impact on their day-to-day work but appreciate the ability to engage passively in the review and ability to provide comment on these policies before Board adoption – the way we have been moving forward since January 2021.

The team was notified of several future administrative policies and procedures that were in process of being vetted by the Finance Team. These include a purchasing policy and procedure, fraud prevention policy/procedure, and a whistleblower policy/procedure. After reviewing the proposed documents, it is likely they will be sent back to Finance Team for further review. After that has occurred, they will be brought back to the Shared Governance Team for first review. This could happen as soon as June, but it might be as late as August – depending on the nature of changes required. It is anticipated some of these policies will require legal review and potentially Board input.

On 05/06, attended a meeting at the Laborers Local 773 building in Marion. Attendees from Local 773 were: Ed Smith, John Penn, Griffen Goetz, Matt Smith, Tracey Whitecotton, Michelle Payne, Joe Davis, Joe Riley, Jerry Womack, and Todd Goforth. Attendees from SCC were Teale Betts, Jean Ellen Boyd, Gene Honn, and me. Superintendent Josh Stafford, from Vienna HSD 133, also attended the meeting. The purpose of the meeting was to discuss and resolve issues around scaling the Construction Management for Laborer's program, once ICCB approved the program for Statewide distribution. In general, all issues were resolved. Local 773 will be paying tuition for all Laborers participating in the program using "last dollar in" strategies. The College will work with Laborers administrative team to streamline the registration process. Teale Betts will be providing on-site registration and enrollment support. Rob Betts will be developing marketing and promotional material for the program. It is anticipated that there will be tremendous interest in this program (maybe as many as 500-700 individuals). Both Team were reminded that the College is not able to make credit-hour claims on the Laborer's apprentice courses; however, the College's Board did adjust the online tuition rates and policy that could facilitate broader (more affordable) participation for all of Local 773's membership throughout the region for the general education and occupational support courses. Local 773 leadership will encourage all participants in their service to enroll these online courses.

On 05/07, I hosted a faculty Appreciate Luncheon in the L-Atrium. Although I don't have exact numbers, I estimate we had over 80% of the full-time faculty participate in this event.

Faculty were provided a meal and multiple gifts. The most popular gift seemed to be the dry-erase markers. There was excellent interaction at the event, and we received many complimentary follow-up comments, as well. Beth Crowe, Felicia Rouse, and Tina Dudley planned and executed the event and deserve most of the credit with its success.

On 05/11, we hosted a meeting with members of the United States Penitentiary (USP) Marion Facility. The purpose of the meeting was to determine the feasibility of offering our Truck Driving program for USP Marion low-risk inmates who are nearing parole. Members from USP Marion were James LeClaire (Associate Warden), Melissa Schreiber (Executive Assistant), Jennifer Owen (Supervisor of Education), and Marc Sheffer (Reentry Affairs Coordinator). In the past, we have talked with Dan Sproul (Warden) about this project. Participants from SCC were Kelly Jennings, Jean Ellen Boyd, Dr. Kristin Shelby, and me. In general, the meeting went very well. USP Marion would like to send inmates to the College to participate in the Truck Driving program. Their preference is to integrate the inmates with other Truck Driving students (this is still under discussion). In addition, they will provide opportunities for the inmates to test for the CDL exam, when it is appropriate. The USP Marion facility will provide space for students to practice and do pre-trip inspections. Further, the USP Marion intends to purchase a driving simulator so inmates can reinforce their learning and practice for the CDL exam at the prison. USP Marion believes there may be nearly 200 inmates that qualify and be willing to participate in this program. The USP Marion participants are excited about this potential partnership and intend to pursue federal funding opportunities to facilitate the program.

On 05/12, I facilitated an event called Community Assembly. All College employees were invited to attend this. The purpose was to provide employees with an opportunity for open communication with the President on matters of mutual interest. Planned topics for the Assembly included: Shared Governance Update, Explanation of the Performance-Based Incentive program, and an open Q&A session. Estimates suggest that roughly 85 of the College's employees attended the event. Informal feedback from employees who attended the meeting has been extremely positive. We will likely schedule additional Community Assembly's in the future – maybe on a quarterly basis.

On 05/13, I attended a meeting with Mary Smith (Metropolis Branch Manager) and Shane Lloyd (Regional Manager) for Banterra Bank. The stated purpose of the meeting was to “*get to know each other better.*” In general, the meeting went very well, and I believe relationships were strengthened. Both parties agreed to support the other's community outreach efforts.

On 05/14, I attended the Saints Foundation Board meeting. Topics of interest include:

Introduction of New Members – Steve Bundy, General Manager of aeriz from Anna; Sherry Wessel, General Manager of Harrah's Casino, from Metropolis; and Mike Ulen, farmer from Ullin.

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Introduction of New Trustee Foundation Liaison – John Windings.

Resolution to Honor Cathy Belcher for her past service to the Foundation.

Scholarship Update – Approximately 70 students have been awarded scholarships for FY22.

The funding amount available for scholarships is nearly \$156K.

College President's Report – provided an enrollment update, budget update, College Strategic Plan update, shared dates for Board's June Special meetings, and discussed the potential impact of Statewide approval for the Construction Management for Laborers program.

Executive Director's Report – Discussed the status of several fundraising initiatives and work supporting the College.

Approval of Strategic Plan – Initiatives are improving donor database; improve social media and web presence; conduct employee giving campaign; create a scholarship recognition program event; connect fundraising opportunities with College's strategic Plan; and conduct a fundraising gala.

Next meeting is scheduled for August 20, 2021.

On 05/14, the College hosted its 52nd annual commencement ceremony. Of the 180 students eligible to walk in the ceremony, nearly 100 did so. Hundreds of family members engaged in the ceremony. A majority of the College's full-time employees participated in the event. The event was extraordinarily successful at many levels. Feedback on the event has been overwhelmingly positive. Special recognition goes to Jackie Smith for organizing every detail, Beth Crow and Tina Dudley for organizing campus beautification efforts, and the Commencement Planning Committee for their diligence and hard work aimed at ensuring this face-to-face event turned into a memorable experience for our graduates.

On 05/18, I participated in the SICCM Board meeting. The agenda focused on an enrollment for the Medical Lab Technician (MLT), Occupational Therapy Assistant (OTA), and Surgical Technology programs. All programs appear to be tracking as expected (slight increases) for fall enrollment. Interviews are being conducted for the positions of Program Director and Fieldwork Coordinator for the OTA program. The FY22 budget was approved. Operating expenses are expected to be approximately \$1.52M. It is estimated that roughly \$1M of those operating expenses will be covered by DCFS, TANF, and SNAP grants. The remaining \$500K will be split between Shawnee and JALC based on a per-student usage model.

On 05/19, the College hosted the Pinning Ceremony for our PN graduates. Thirty-two (32) graduates participated in the ceremony. All Nursing faculty and support staff also participated in the event. The event was held in the gym and approximately 200 family members were in attendance. The ADN Ceremony is scheduled for 07/29.

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On 05/20, I hosted a meeting with Pepsi Mid-America CEO, Harry L. Crisp II, and President, Keith Dickens. The focus of the event was aimed at Pepsi trying to understand why we recently ended our vending relationship with them. They were informed much of the rationale was due to poor customer service in the past... plus, we were able to gain more favorable terms with Robertson vending. I also suggested our agreement with Robertson was a two-year term and they would have the opportunity to compete for our business again at that point. Although Mr. Crisp and Mr. Dickens were not happy, we left Pepsi Mid-America, they understood the rationale and left the meeting on a positive tone... and a commitment to strengthen their relationship with the College. Mr. Crisp said he'd still be willing to consider funding scoreboard replacement requests for our various athletic facilities. This information was shared with Gene Honn.

On 05/27, Dr. Lisa Price, Jean Ellen Boyd, and me attended a Reverse Transfer Signing Event at Southern Illinois University in Carbondale. Participants from SIU were Dr. Austin Lane (Chancellor), Dr. Meera Komarraju (Provost), Amanda Sutton (Interim Director of Admissions), and Josi Rawls (Assistant Director of Transfer Relations). Several media outlets, including the Southern, KFVS, and SIU covered the event. Here are a few links so you can review:

The Southern News Article – https://thesouthern.com/news/local/siu/siu-shawnee-community-college-sign-reverse-transfer-agreement/article_d6887bdf-cd23-5ce3-bdad-1977d86c26ac.html

KFVS Video & Article – <https://www.kfvs12.com/2021/05/27/siu-shawnee-community-college-sign-degree-agreement/>

WSIU News Article – <https://news.wsui.org/post/siu-and-shawnee-community-college-form-reverse-transfer-agreement#stream/0>

The Vienna Times News Article – <https://theviennatimes.com/2021/05/agreement-between-siuc-and-scc-allows-students-to-earn-associates-degree-after-transferring/>

SIU News Article – <https://news.siu.edu/2021/05/052721-SIU,-Shawnee-Community-College-sign-agreement-for-students-to-earn-two-degrees.php>

WJPF News Brief – <https://www.wjpf.com/2021/05/28/siu-shawnee-community-college-sign-new-transfer-agreement/>

After the meeting, Dr. Price, Jean Ellen, and I met with the leadership of each College/School within the University. Specifically, we met with Dr. Scott Ishman (Dean, Agricultural, Life, and Physical Sciences), Dr. Andrew Balkansky (Dean, College of Liberal Arts), Dr. Cecil Smith (Dean, School of Education), Dr. Frank Liu (Dean, College of Engineering), Dr. Walter Metz (Associate Dean, College of Mass Communications and Media Arts), Dr. Terry Clark (Dean, College of Business & Analytics), and Dr. Scott Collins (Dean, College of Health & Human Sciences). After these meetings, Dr. Price, Jean Ellen, and I toured several Departments found in the College of Health & Human Sciences, including their Dental Clinic, Health Informatics Labs, Nursing Facilities, Mortuary Science Labs, Automotive Technology Center, and the Aviation Center. These meetings were very cordial, informational, and productive. One of the major ideas to emerge, is there is interest from the SIU Deans in bringing their faculty to Shawnee to meet with our faculty for the purposes of creating a stronger curricular alignment. At this point, we will try to make this happen at the fall convocation... details pending.

As of 06/02, I have conducted 97 Meet-and-Greet meetings with the full-time employees. I have 9 more scheduled.

Contracts, Agreements, MOU's, and Letters of Support signed

Massac County Mental Health & Family Counseling Center, INC. Linkage Agreement – allows organization to use Metro Center to provide services.

Amendment of Governor's Emergency Education Relief Grant Agreement (increased amount of award from \$282,063 to \$329,583).

Grant Sub Award Agreement Between Shawnee Community College and John A. Logan College to provide services for the Teacher Education Career Pathway Grant. SCC is fiscal agent for the grant. This (\$249,000) is for JALC to provide their part for Year 1 services. There is no match for first year.

Project Services Agreement for Main Campus 221 Feasibility Study (Farnsworth Group)
Perkins Uniform Budget Application for FY22.

Consolidated Application to provide academic programming at the Shawnee and Vienna Correctional Centers. The amount of the application proposal was for \$5.1M.

Letter of Commitment Arrowleaf – allows organization to use Metro and Anna Centers on an "as-needed/space availability basis.

MCAG Enrollment Form – allows legal counsel to assist with Blue Cross Blue Shield Subscriber Settlement. Attorney Schneider reviewed the agreement.

Requisition – Shawnee Mass Transit \$8,384.38

Requisition – Grad Leaders (Basic Implementation and Standard Platform) \$6500.00

Requisition – Austin's Lawn Detailing (\$5,690) for landscaping services to prepare campus for commencement ceremony.

Requisition – Trevor Durapau (\$2,809) for power washing services to prepare campus for commencement ceremony.

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D. Vice-Presidents

Academic Affairs – Jean Ellen Boyd Dean's Report

Dr. Shelby continues to work with faculty and staff as they complete their ICCB 5-year Program Review. Dual Credit request forms for 2021-22 have been sent to high schools with most returned by the May 1 due date. Dr. Shelby completed quarterly reporting for the Perkins V Grant, the Transitional Math and English/Language Arts Grants, and Developmental Education Innovation Grants, which were due by April 30. Dr. Shelby is currently working on the FY22 Perkins V Local Application due by May 14. Work on projects under the Developmental Education Innovation Grant are ongoing with the Math and English Departments. Dr. Shelby received notice that the March Transitional Math portability submission to ICCB and ISBE was approved for the high schools to offer a transitional math course in Quantitative Literacy and Statistics. Dr. Shelby and the Transitional Math Local Advisory Panel, which includes SCC math faculty Roberta Christie and David Black, high school math teachers from Century and Massac Co. High Schools, and Dr. Shelby, are working with Anna-Jonesboro High School in a STEM submission to be submitted to ICCB/ISBE by October 1. Dr. Shelby and consultant, Kathy Almy of Almy Education, held a session with Vienna High Schools to discuss options for their transitional math course design.

Dr. Shelby and Truck Driving Coordinator, Kelly Jennings, are working to obtain national certification through the Federal Motor Carrier Safety Administration (FMCSA) for the Truck Driving Program. By obtaining this certification, the SCC Truck Driving Program will be following a federal law that takes effect February 7, 2022 requiring all driver training programs to be certified. This includes bus driver training so Kelly Jennings will be working with Dr. Greg Mason and Dr. Shelby to offer bus driver training as a part of the workforce training area. Finally, Dr. Shelby and Dr. Mason have held several meetings with Harrah's Casino. Although this project will be delivered primarily through workforce, representatives from Harrah's Finance Office recently spoke to Phyllis Sanders' Finance class on April 27. Dr. Shelby would like to thank Ms. Sander for allowing time during class for this to take place.

Library/Technology

Students have been utilizing the library reference chat service more, as papers become due for classes, especially for help finding articles in the databases. Christina did a library orientation for Dr. Thornsberry's class via Zoom and plans to record short tutorials that can be embedded in Moodle classes as needed by instructors. The collection update continues, now focusing on the science and technology sections.

As the semester winds down, there are still a few new equipment requests, but items are starting to be returned. Students and staff/faculty members have been sent reminder emails stating that all equipment must be returned by May 17, 2021; including those students that are completing a program from out of town.

During the month of April, there were 132 of our items that were sent through interlibrary loan to other libraries to satisfy holds. We received 20 items from other libraries to satisfy holds for our patrons.

Upgrades continue. Most equipment has been delivered to the centers for the ITV room upgrades. As mentioned before, once complete all the rooms will have a similar setup along with the ability to do multipoint connections. Regular classroom upgrades continue. Ten on main campus along with the TLC are complete or almost complete. One room at Anna is almost complete. Maintenance has done an excellent job helping install the new TVs. Along with the new equipment, patching and painting usual takes place as well.

Anna Center

Registration is open for summer and fall enrollment, and the Anna Center advisors have been busy meeting with students. Blake Goforth visited the Union County high schools meeting with students to enroll for summer and fall classes. On May 10th, Shawnee Community College hosted a meeting with the Aeriz company to discuss their partnership plans. The Anna Center offered an intersession, Intro to Sociology, class May 17th – May 28th. Evening registration was held on May 27th for anyone needing to register for summer and fall classes.

Cairo Center

We are excited that our community has become greatly engaged in, and excited about our center! Community members are now reaching out to our center in regards to courses and trainings that they need or want to take for fun and/or general knowledge. To address some of the needs, we offered a Food Service Sanitation Certification course on Saturday, April 17th, a First Aid CPR Adult Child Infant Certification course on Saturday, May 1st, and we held a Zoom Training course for an organization in need of training for its members on Saturday, May 1st. Both courses and our training reached full capacity. We are finding that Saturday offerings, regardless of time, better serve the community. Because of this finding, we plan to offer courses and trainings at least one Saturday a month, or as needed/requested.

Metro Center

Hayley continued early fall 2021 registration at both Joppa and Massac County high schools during April. Hayley attended both Joppa and Massac County High School award ceremonies to present SCC Scholarships.

Massac County High School students continued to Accuplacer test at the center. Accuplacer testing for the center, from May 7, 2020 to March 9, 2021 produced a total of 90 Accuplacer tests. With the Metro Center being designated as Massac County High Schools testing facility starting March 10th, the number of Accuplacer tests March 10, 2021 - April 30th were 43, over a third of the May 7, 2020 to March 9, 2021 period. The center staff has taken the opportunity to express the Shawnee Welcome for students taking the Accuplacer. Alternative Education held

student screening at the Metro Center. First Baptist Church and Seven Mile Baptist Church of Metropolis along with the Women of Union Baptist Association in Vienna donated bags for SCC students during finals week.

Southgate Nursing and Rehabilitation Center is requesting CNA training for employees at the Metro Center during the summer. The small business development center held a small business training at the center on April 22nd. The Metro Center has picked up its efforts that began with the Metropolis Police Department prior to COVID-19 by securing CPR Recertification Training for local police, sheriff, and fire department staff. The first training was held on May 6th with five (5) students and the second class was hold on May 10th with four (4) students. All classes will be 4:00 – 9:00 pm.

Metro Center staff, family, and friends raised \$140 – Cash, \$165 – Merchandise, and \$200 – electric razors in donations for the Anna Veterans Home. The Metro Center staff continues to participate in the Rotary Club of Metropolis' food pantry at the Brookport library. - ARj

Vienna Center

On April 22nd Teale Betts went to the local 773 meeting at Carterville to speak to the local laborers about the Construction Management program. On April 27th Jean Ellen Boyd and Teale Betts met with Josi Rawls from SIU to work out details with for students wanting to go on after they complete our Construction Management program. On April 30th Teale Betts went and spoke to the Health Occupation students in Mrs. Smith's class about the healthcare opportunities at Shawnee Community College. Lisa Meyer and Teale Betts held a FAFSA Completion Day at the Vienna Extension Center on May 3rd from 2 to 5 PM. Teale Betts went to Goreville High School for an additional registration day on May 4th. On May 5th Dr. Shelby and Teale Betts met with Kathy Almy and VHS Administration and Math team discussing their transitional math plan. Dr. Taylor, Jean Ellen Boyd, Gene Honn, and Teale Betts met about the Construction Management program at the Marion Training Center on May 6th. Tina Dudley and Teale Betts attended the Vienna High School Award Day on May 7th and presented certificates and gift. Tina Dudley and Teale Betts attended Goreville High School Award Day on May 11th and presented certificates and gift. Teale Betts attended and presented awards to the Vienna High School students who also graduated with their Associate's degree on May 21st. Jean Ellen Boyd and Teale Betts attended the LECET Trustee Meeting through Zoom on May 13th. Summer classes started June 1st. Registration is still happening for the fall semester. Teale Betts attended the 2nd part of the Chair Academy virtually June 21st to June 25th.

Nursing

As the nursing department winds down the spring semester, we are busy with Kaplan testing and final exams. During the last couple weeks of April informational meetings were conducted for incoming practical and associate degree nursing students. A special thanks to April Dollins, Lorena Hines, Amy Sheffer, and Betsy Shallenberger for giving up their evenings to provide insight regarding what is required to successfully complete SCC nursing programs and welcome

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our 2021-2022 nursing students. A virtual Advisory Board meeting for the practical and associate degree nursing programs has been scheduled for June 17th. The Pinning for Practical Nursing students completing the program in May is scheduled for May 19, 2021 at 6:00 p.m. in the gym.

Workforce Innovation, Adult Education & Continuing Education

Dr. Mason has submitted to Dr. Taylor a proposal for Shawnee Community College to resume offering Career Technical Education courses in the Shawnee and Vienna Correctional Centers. The proposed program will be reviewed for

Ms. Sabrina Banks has been hired as the Delta Health Grant director. Ms. Banks has extensive experience in the EMS field and will coordinate the restoration of Shawnee's EMS program along with overall grant management.

The SBDC, University of Illinois Extension, and the Southernmost Illinois Delta Empowerment Zone (SIDEZ) are planning for the 14th annual ELITE (Educate, Lead, and Inspire Tomorrow's Entrepreneurs) camp which will take place July 19-22. Approximately sixteen 7th, 8th, and 9th grade students will be participating in the four-day camp which concludes with students doing a business plan presentation for award money on the final day.

Brett Whitnel, Interim Director of the SBDC is on the Coordinating Council for the Illinois Entrepreneurial and Small Business Growth Association (IESBGA) annual virtual conference in August. This annual conference is held for the approximately 40 economic development centers throughout the state. Whitnel is Chair of the Program Committee.

The Illinois Small Business Development Center at Shawnee Community College has assisted business clients in securing over \$3 million of debt financing (loans) and over \$1.3 million of equity financing in the past 3 years.

Jean Ellen Boyd
Interim, Vice-President Academic Affairs

June 7, 2021
Date

Student Academic Assessment Committee Update Report May 12, 2021

As the FY21 academic year closes, faculty and staff are submitting data collection for analysis related to student learning for the SCC defined Core Competency areas: Communication, Global and Cultural Awareness, Personal Growth and Responsibility, Problem-Solving and Research and Information Literacy. The findings for departmental/program/course objectives measurements are being submitted, reviewed and discussed between area associates and are accessible to all SCC internal stakeholders through WEAVE.

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The FY21 institutional and department analysis of submitted Assessment data will begin in June and will be shared at the August In-Service and Board of Trustees meeting. The analysis will include how interventions practiced projected closing the loop in the Assessment process including the budgeting components for an intervention, if applicable.

Also, starting June 2021, the first draft of the HLC Interim report will be composed to address progression the SCC Assessment processes and expected future improvements based on findings of analyzed collected Assessment data.

SAAC Members: Lori Armstrong, JoElla Basler, Danielle Boyd, Monica Brahler, April Dollins, Tanya Hill, Mike McNally, Kaylyn Meyers, Phyllis Sander, Chair; Kayla Sauerbrunn, Dr. Kristin Shelby, Ruth Smith, Dr. Ryan Thornsberry

Student Success & Services – Dr. Lisa Price

Admissions Danielle Boyd—Registrar

Danielle Boyd and Stephanie Dunlap mailed out 475 letters to high school seniors that have not yet enrolled for the fall semester.

Danielle Boyd is finishing up checking requirements for the Spring 2021 graduates. Numbers for associate degrees and certificates will be submitted once all degree audits are complete per spring grades.

Advisement and Recruitment Report Erin King

Registration for Summer and Fall semesters continue. Reminders have been sent to current students reminding them that advisors are available to meet with them and encouraging them to register soon. Carrie Davis, the part-time completion coach has also stepped up to help with registration during an advisor's maternity leave and is a welcome addition to the group! Testing and registration events have been held at each of the high schools in the district, and follow-up with undecided high school graduates is ongoing. Many scholarships have been awarded, and lessons and best practices have been learned about the new system.

Athletics John Sparks—Athletic Director

The **Men's Basketball** team has *eight* sophomores that will graduate this Spring. 3 of the 8 have scholarship offers. Demond Franklin and Tyreek Montgomery participated in the JUCO All-American Camp this past weekend in Indianapolis, IN. Tyreek has also visited Bethel University. Chris Ward will be signing with Xavier University in Louisiana. Jayvon Clark and Tyreon "Duke" Hardin will be signing with William Baptist in Walnut Ridge, AR.

The **Women's Basketball** team has **11** sophomores that will graduate this Spring. 5 of the 11 have scholarship offers. Tionne Colyer has offers from Governors State, Trinity International and Glendale State. Zakyra Stallworth has offers from Missouri S&T and Ouachita Baptist University. Tishawna Daley and Trishawna Daley have an offer from Saint Mary's located in Kansas. Alexis Phillips has an offer from Crowley's Ridge College.

The **Baseball** season finished up on Monday, May 10, in Southeastern Illinois. The SAINTS Baseball team finished the season with an overall record of 2-48. They have **six** sophomores that will graduate this Spring.

The **Softball** season finished last week with a rain-out game that was scheduled at Lincoln Trail in Robinson, IL. They finished the season with an overall record of 1-41. With all that said, they were able to finish the season and reschedule all the games that were postponed. The Lady SAINTS have **four** sophomores that will graduate this Spring. Greg Sheppard agreed to coach the team and finish out the remainder of the season. Dr. Taylor, Dr. Price, and Athletic Director Sparks felt strongly about two things: the young women should be able to complete their season and the leader of the team needed to be positive with them. Greg Sheppard provided met both of those goals and it is appreciated.

The **Volleyball** team has **three** sophomores that will graduate this Spring. The Lady SAINTS Volleyball finished the season with an overall record 0-18.

Career Services Leslie Cornelius-Weldon—Career Services Coordinator

Career Services continues to work with students on career plans, resume assistance, job search, and interviewing skills. In May, the office will have provided 15 Kuder assessments and helped 17 students with resume assistance. Career Services office reached out to 20 local employers about job postings, employment and training needs, job shadowing, and internship opportunities. Career Services is working on migrating from the CSO online job platform to Gradleaders, giving us more employment opportunities. The platform is more user-friendly and can be accessed by phone, tablet, or computer. The searchable job board will allow our students more access to employment opportunities in the region and outside the area. Gradleaders platform has a resume platform built-in for student and alumni use.

Completion Coach Carrie Davis

Carrie has continued work through her completion coach position, and scheduling advisement appointments and registering current and new students for summer and fall semesters in the absence of Amanda Brown. She has been contacting students whose GPA is 2.0 or less to check in with them on their semester as it's ending. Carrie has been working with Jacqueline Smith in "The Cupboard." They are working together to create a summer schedule to continue this service that the college provides.

Carrie has assisted with the Accuplacer testing for Century and Meridian High School Sophomores and Juniors.

She is also attending a registration event at Vienna High School, registering Seniors for the upcoming summer and fall semesters. Carrie also attended several high school honors ceremonies handing out scholarships to high school graduates.

Financial Aid Tammy Capps—Director of Financial Aid/Veterans

Lisa Meyer participated in the FAFSA Completion Workshop at the Vienna High School on May 1. Tammy Capps and Lisa Meyer participated in Commencement on May 14.

Financial Aid staff continued to assist students in the office and through Zoom with FAFSA completions, verifications, dependency overrides, professional judgments, work study, and private alternative loans.

A total of 157 scholarship certificates for district high school seniors have been printed by the Financial Aid Office, as of May 7, 2021. Scholarships have been awarded as follows: 44 Gold (Valedictorian, Salutatorian, Award of Excellence, Baseball, and Softball)

41 Silver (Advanced Honor's, Agriculture & Natural Resource, Ambassador, Band/Choir, and SCC)

8 Bronze (Band, Education, and Scholastic Bowl)

10 \$250 Matching Scholarships (Black Diamond Harley Davidson)

54 Foundation Scholarships

Gold scholarships cover full in-district tuition, fees, and a book loan (except consumables). Silver scholarships cover a maximum of in-district tuition for 6 hours during summer, 15 hours during fall, and 15 hours during Spring (fees and books are not covered). Bronze scholarships cover a maximum of in-district tuition for 3 hours during summer, 7 hours during fall, and 7 hours during Spring (fees and books are not covered).

Completed Satisfactory Academic Progress (SAP) for students who attended the Spring 2021 semester. Emailed the results to each student; processed appeals for Summer 2021 and processed award letters for 2020-2021 and 2021-2022 for Pell and scholarships.

Student Clubs and Organizations Phi Beta Lambda-Phyllis Sander

The two SCC Nu Alpha Phi Beta Lambda Illinois State Conference winners: Bethany Bell and Kaitlyn May, are preparing competition deliverables for the National Leadership Conference to be held June 24-26. In addition to national competitions, Phi Beta Lambda members will be involved in reorganizing the national officer team and working with national business partners on developing strategic planning skills.

Phyllis Sander completed "Competitive Event Judging" training on Wednesday, May 12, to assist with the National Phi Beta Lambda Conference events

Student Senate-Erin King

Student Senate –The next Red Cross Blood Drive is scheduled for June 24. At this time, Student Senate is planning to return the event to the K-Atrium. Activity and event planning for the next school year are still ongoing and will be based on the campus-wide survey distributed in April.

Phi Theta Kappa-Craig Bradley

Craig Bradley was honored for his exceptional leadership as a Phi Theta Kappa sponsor. To earn this designation, the sponsor has to be nominated by the Phi Theta Kappa members with recommendations from the college president and student services leader.

Congratulations to Mr. Craig Bradley for this well-deserved honor.

NOTE: Many of the clubs and organizations were not active due to the pandemic. We are hopeful that in the fall we will be able to return to a more open campus and more active clubs and organizations.

Student Success Center Mindy Ashby—Director of Student Success Center

The Student Success Center has been a supportive resource for students in preparation for finals week. Students have been getting last-minute help with math and paper writing in our tutoring lab. The SSC Professional Tutors collaborated with other staff members and faculty to ease some of the multilayered end-of-the-semester anxiety for students who struggle with test-taking. The Student Success Center worked diligently to promote student success by encouraging students to plan, prioritize, advocate for themselves, and ask for help. These strategies have shown an increase in student engagement and ultimately led to student success. This summer, the SSC Tutoring Lab will be hosting the "Level Up Program." The "Level Up Program" is a self-paced, module-based enrichment program designed to help students improve their ACCUPLACER reading score. The Professional English/Writing Tutor, [Marilyn Crites](#), is leading this new initiative. With assistance from a professional English tutor, students will be afforded the opportunity to improve their reading comprehension, sentence skills, and vocabulary.

The Testing Center has been planning, monitoring, and coordinating dual credit and other program assessments and exams. With the end of the school year, appointments for teaching licensures, state certifications, credentialing, and high school equivalency exams are in high demand. With the college fully opening, in-person examinations have increased. This removed challenges not only for our students but also for stakeholders who found online proctoring platforms too difficult to navigate.

The College welcomed Century High School Sophomores and Juniors on April 12, 2020, to take the ACCUPLACER exam. The following week, the College hosted ACCUPLACER testing for Meridian High School Sophomores and Juniors. In all of the testing sessions, students with the highest scores in reading and math were recognized and awarded with SCC prizes.

The Director decorated the display case in the main hallway for graduation. Faculty and staff were invited to sign the glass on the case with words of encouragement for the graduates. Students really enjoyed reading what was written, and this ultimately improves student retention by making students feel valued and motivated to be their very best. This past month, the Student Support Services held their annual Awards Program and recognized two of the Student Success Center staff. Professional Math Tutor John Miller was awarded "Outstanding Tutor," and Student Success Center Testing Technician [Kaylyn Meyers](#) was awarded "Friend of SSS."

Student Support Services Amber Suggs—TRiO Student Support Services Director

The Student Support Services (SSS) had the Celebration of Achievement, an event of virtual recognition of students and their achievement! A big thank you to all faculty and staff that took the time to attend and support the event.

SSS is beginning the transfer season; thus, we have had ten students graduate in the Fall. For this semester, we have 22 students who applied for graduation and 15 students intended for summer.

Minutes

SSS Director Amber Suggs presented at the Illinois Professional TRiO Staff State Conference and the Minnesota Professional TRiO Conference.

TRiO Educational Talent Search James Walton - Assistant Director/Academic Specialist

Talent Search staff is currently recruiting students, presenting financial literacy workshops, and enrolling for upcoming STEM workshops. ETS and U of I Extension Center staff received training on STEM equipment from U of I Fab Lab techs and the opportunity to take a virtual tour of the U of I STEM lab. Staff has finished planning upcoming summer cultural activities.

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

The best day of the college year happened on May 14, 2021...Graduation! Dr. Price would like to thank the Commencement Committee and all of the staff who assisted in having two simultaneous ceremonies. Jackie Smith, the Executive Assistant for Student Services, carries the majority of the responsibility and work for graduation. Dr. Price would like to thank her not only for her hard work but her care, concern and diligence to host a commencement that honors the Shawnee Community College graduates. She truly wants it to be a special event for each and every graduate.

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Union Baptist Church provided goodie bags for students to have during final exams. The bags were filled with snacks, water bottles, inspirational quotes, pens and other little goodies. Some of the bags had been drawn on by children with little messages like “You are awesome” “Do what makes you happy” and “God says I love you.” Our students have had to have extreme perseverance throughout the pandemic and these little goodie bags are a wonderful way to give them a little “pick me up” during their finals.

Other important activities that occur in May are honors ceremonies where scholarships are awarded. Tina Dudley made candy bouquets to give out to scholarship recipients along with the scholarship certificates. The following is a list of SCC staff who attended honors ceremonies:

Joppa High School-Tina Dudley, Hayley Story, Lisa Price
Vienna High School-Teale Betts, Tina Dudley
Goreville High School-Teale Betts, Tina Dudley
Anna-Jonesboro High School-No outside visitors allowed
Cobden High School-Blake Goforth, Tina Goforth
Dongola High School-Blake Goforth
Massac County High School-Not invited to honors ceremony, but invited to College Signing Day on May 14, 2021 where Hayley Story went and presented SCC t-shirts and other SCC swag.
Cairo High School-Shelby Adkinson, Carrie Davis
Meridian High School-Shelby Adkinson, Carrie Davis
Shawnee High School-No outside visitors allowed
Century High School-Erin King
Egyptian High School-Carrie Davis, Shelby Adkinson.

All Student Services programs have begun scheduling events promoting recruitment now that we are in the bridge phase and the college is able to begin having more activities on campus. Student services will use the summer months for recruitment and recruitment planning as well as professional development.

Dr. Lisa Price

Vice President of Student Success and Services

6/7/2021

Financial & Campus Operations – Brandy Woods

State Payment Update

The state currently owes for May Equalization and Base Operating.

Facilities Department

The facilities department worked to ensure the campus was ready for graduation along with IT department. Director of Facilities continues to assist in the capital projects planning. The State of Illinois Capital Development Board reached out to plan for the fourth project they will be funding which is the interior and exterior door replacement.

Business Service Department

The Director of Business Services attended the tax increment financing meeting for the Village of Cobden. The Director also attended the zoom webinar sponsored by the Community College Business Officers association which presented ways to streamline paperwork by using Etrieve and Colleague. The new bursar started on April 12th and has been trained by the business department.

IT Department

The IT staff installed a new help desk system and it is running successfully. Replaced switch in CTC building and installed new battery backup at the Metropolis Extension Center. Completed upgrades to the Etrieve SQL server and the OSSIM network vulnerability scanner. Created process to automate student files within the MBS Bookstore system and also the upload file for Academic works. Collaborated with registrar on issues with the National Student Clearinghouse system. Switched the line servers to server 2019 and moved the website to a new hosting server. Prepared for summer IT projects at the extension centers. Entering computers and related equipment into the new inventory system. IT staff attended the CSICCRG meeting, which is the Illinois Community College Institutional Research group. Attended a demo from Mongoose, which offers a texting and chat box solution that is partnered with Colleague. They also attended a Demo with a company called Explorance that offers a product called blue, which is a course evaluation tool. Participated in the College's curriculum and instruction committee meeting along with strategic planning committee meeting. Gathered data for the ACEN accreditation, weave, financial aid, and the strategic plan. Completed numerous updates to the College's website.

Human Resources

In May recruited for the following positions Bookstore Assistant, Director of Nursing, Lab Assistant/Safety Officer, VP of Academic Affairs and Medical Assistant Instructor. Met with the

VP of Academic Affairs position hiring committee to review the job description. Compiled employment data for the Director of Institutional Research. Completed the required posting for the new Department of Labor Victims' Economic Security and Safety Act. This act allows unpaid leave for employees who are victims of domestic violence, sexual violence or gender violence and employees who have a family member who is a victim of such violence.

Bookstore

The bookstore has collaborated with MBS to install the software to offer rental books which will start in the fall semester. Book buyback dates were May 10th – 17th and the first day to purchase books for the summer semester was May 24th. The bookstore is offering a free book loan for students that signed up for the SOC-212 intersession course. The bookstore website is complete and the link is on the College's website. Students will be able order books online and will also be able to utilize their financial aid and have their books shipped to them or they can pick up their order in the bookstore. Finalized the summer 2021 Kids Camp offerings and created a flyer that was sent to the area schools. Online registration is now available to enroll in Kids Camps.

Brandy Woods

Brandy Woods

Director of Business Services and Interim Vice President of Financial and Campus Operations

E. Communications & Public Relations – Rob Betts

Google Analytics-

Google Analytics reporting for the period ending April 12, 2021 indicated the number of users to our website was 10,064. Currently our generated traffic from Google Ad placement results are as follows for April 10th – May 10th:

997 - Clicks on our Google Ad 40 – Phone calls

The top 3 locations by state for views during this reporting period continues to include:

Current Month		Previous Month
Illinois	5,943	5,454
Missouri	1,8381	1,752
Kentucky	565	607

During this period the breakdown for top five pages most frequently visited on our website are www.shawneecc.edu/:

/academics/programs	1,656
/library/databases	1,611
/community-services/ymenopportunities	1,143
/athletics/baseball	1,020
/athletics/mens-basketball	749

Facebook Analytics

Date	Daily New Likes	Daily Unlikes	Daily Total Reach	Weekly Total Reach	28 Days Total Reach
4/10/21	1	2	1434	11434	34344
4/11/21	1		1288	10303	31893
4/12/21			1775	8644	29879
4/13/21	3	1	2285	8046	29473
4/14/21	1		1214	6748	28731
4/15/21		2	1985	6758	28061
4/16/21	1	2	1852	6836	27612
4/17/21	4		2765	7649	28127
4/18/21	1	1	1426	7987	28078
4/19/21	2		937	7501	27826
4/20/21			1249	7064	26726
4/21/21	3		2049	7268	26171
4/22/21			2900	8243	26527
4/23/21	1		3815	9757	27841
4/24/21	3	1	2270	9240	28384
4/25/21	1	1	1751	9590	28578
4/26/21	3	1	1840	10021	28013
4/27/21	3		1666	10288	28168
4/28/21	2	1	1925	10413	26302
4/29/21		2	1262	9038	25593
4/30/21	2	1	855	7307	25009
5/1/21			2093	7184	25012
5/2/21	1		1938	7063	24223
5/3/21	2		3076	7858	23411
5/4/21	1	1	2652	8233	23014
5/5/21	3		3094	8932	22855
5/6/21	3	2	2514	9517	22955
5/7/21	2		3783	11334	24319
5/8/21	2		5341	13411	25701
5/9/21	1		3245	13979	26511
5/10/21	2		3636	14145	27209
5/11/21	3		5014	15024	27683 <i>Minutes pg. 25 of 42</i>

5/12/21	3		3815	15896	28623
5/13/21	1		1096	15534	28536
Totals	56	18	79840	328245	921388

Traditional Media Sources: (Includes Television Online Articles, Radio & Newspapers)

Date	Headline	Source	Reach	Desktop Reach	Mobile Reach
10-May-2021 12:00AM	College Report: White Headed To Nationals	The Journal News	12612	4768	7844
07-May-2021 11:00PM	J-MG holds informational meeting with VHS superintendent	The Paducah Sun	35380	13500	21880
06-May-2021 11:59PM	MHS seniors land nearly \$3 million in scholarships	The Daily Republican	5258	2095	3163
06-May-2021 11:12PM	MHS seniors land nearly \$3 million in scholarships	Du Quoin Evening Call	1364	387	977
06-May-2021 11:03PM	MHS seniors land nearly \$3 million in scholarships	The Benton Evening News	1088	186	902
06-May-2021 10:47PM	MHS seniors land nearly \$3 million in scholarships	Randolph County Herald Tribune	401	361	40
06-May-2021 12:16AM	Bradley wins Phi Theta Kappa national award	Metropolis Planet	5860	2496	3364
06-May-2021 12:16AM	SCC Nu Alpha Alpha honored during Phi Beta Lambda state leadership conference	Metropolis Planet	5860	2496	3364
06-May-2021 12:16AM	J-MG holds informational meeting with VHS superintendent	Metropolis Planet	5860	2496	3364
06-May-2021 12:16AM	HCE scholarships awarded to four seniors	Metropolis Planet	5860	2496	3364
05-May-2021 05:28AM	A Guide for Understanding Cybersecurity Certifications	Zephyrnet	660893	268034	392859
03-May-2021 11:01PM	Temple center C.J. Perez grateful for a sixth year of college football	Philadelphia Inquirer (Premium)	136074	7731	128343
03-May-2021 03:07PM	Temple center C.J. Perez grateful for a sixth year of college football	The Philadelphia Inquirer	4380267	1534124	2846143
					<i>Minutes pg.26 of 42</i>

29-Apr-2021 12:00AM	College Report: Hillsboro's Hanner Picks Up First College Win	The Journal News	16304	5196	11108
29-Apr-2021 12:00AM	SCC announces Young Writer's Competition winners	Metropolis Planet	10180	3859	6321
29-Apr-2021 12:00AM	J-MG board approves Beta Club attendance at national convention	Metropolis Planet	10180	3859	6321
22-Apr-2021 11:59PM	11 from MHS sign letters of intent	The Daily Republican	5936	2049	3887

Traditional Television Coverage

This data reflects the amount of coverage we received that was not purchased with marketing dollars. The numbers used to calculate the value of this coverage is based on the number of viewers reached and the cost per minute of advertising in our local market which fluctuates based on time of day, programming etc. in accordance with Neilson Rating Standards.

Date	Outlet	Title	Local Ad Value	Local Viewership
4/19/2021 16:01	KFVS (CBS)	Heartland News Now	\$621.01	25821
4/19/2021 17:02	KFVS (CBS)	Heartland News @ 5	\$914.94	30600
4/19/2021 21:07	KBSI (FOX)	Heartland News at 9 on Fox23	\$607.41	15629
4/26/2021 5:32	WSIL (ABC)	News 3 News This Morning	\$29.10	880
4/27/2021 18:24	WSIL (ABC)	News 3 News at 6	\$1,162.17	39923
4/27/2021 22:27	WSIL (ABC)	News 3 News at 10	\$1,624.10	38579
4/28/2021 5:55	WSIL (ABC)	News 3 News This Morning	\$43.01	1214
5/3/2021 22:02	KFVS (CBS)	Heartland News @ 10	\$1,996.65	30353
5/4/2021 4:37	KFVS (CBS)	The Breakfast Show	\$288.19	7880
5/4/2021 6:39	WSIL (ABC)	News 3 News This Morning	\$4.49	363
5/4/2021 6:47	KFVS (CBS)	The Breakfast Show	\$856.29	23869
5/4/2021 6:55	WSIL (ABC)	News 3 News This Morning	\$4.49	363
5/4/2021 7:56	WSIL (ABC)	Good Morning America	\$4.49	363
		TOTALS	\$8,156.32	215837

Synopsis

This month we obtained free television coverage on two local affiliates, ABC, CBS, our television news coverage report indicates that the value of the coverage during this period was \$8,156.32. Stories included information about the SCC Baseball team, vaccination recognition ceremony partnership and an interview with Dr. Taylor regarding First lady Jill Biden's visit to Illinois regarding free college tuition potential.

We are now continuing to air the CTE Program videos on social media. Currently our commercials are airing on MY49, KBSI, KFVS-12, and WSIL. We will begin running ads for WPSD by the time this report is released. Our ads continue running in all local newspapers in our district and radio ads continue in markets including Southern IL, Western Ky, and Southeast Missouri. WCIL, Z100, K103, and The River.

Streaming Ads.

All radio ads will be on traditional radio and streaming online and mobile equivalent stations. *Minutes pg.26 of 40*

Currently we are running targeted ad that include Roku, Apple TV, etc. in a 50-mile radius of SCC. This means that our ads will run for “cord cutters” as well as traditional viewers. We are actively geo-fencing all of our locations so that if anyone who receives our ads on their mobile device then visits one of our physical locations we will know that they have been on campus.

Video Work – Since last month’s report, we have released a new testimony video from a student who graduated from Century HS & SCC. He was recently accepted to SIU School of Medicine. It’s a great spot you can check it out using the attached QR Code and the camera app on your smart phone.



F. College Saints Foundation – Gene Honn

With Spring comes the green growth and everything starts anew. So too is the Saints Foundation growing, both in activity and leadership. I am pleased to report that at the May 14th meeting, the following people were approved to serve on the Board of Directors.

Mr. Steve Bundy, General Manager of Aeriz (arise) from Anna. That company is among the largest aeroponic growers of Cannabis in the world. The Saints Foundation recently received a \$70,000 gift from Aeriz to be used in a working partnership with the College. Aeriz plans on hiring 300 workers in 2021 and another 200 in 2022, when their expansion takes place. Great news for Union County and surrounding areas; Ms. Sherry Wessel, General Manager of Harrah’s Casino, Metropolis. Sherry is committed to working with the College to support training to develop a quality workforce for the Casino. She is also committed to providing scholarship opportunities to students in our district. Again, much needed, good paying jobs for our district; and finally, Mr. Mike Ulen (youlin), farmer from Ullin. Mike is a former coach at SCC and an avid supporter of the College. Mike is excited about working to help encourage growth within our Agriculture program, and direct more students to enroll in the Ag program. Mike is enthusiastic and will be a good ambassador for the Foundation and the College.

The Board also voted to commend and recognize Cathy Belcher for her many years of service to the Saints Foundation as Trustee Liaison. The Board also welcomed new Trustee Liaison John Windings. We are glad to have John’s involvement and support.

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The external Foundation Scholarships that have been selected to date were reviewed and approved by the Board of Directors as a Committee of the Whole. It is heartwarming to work in assisting our students to be able to enroll and work to achieve their educational dreams. This year's Commencement, we had a student from Decatur and one from Mahomet walk across the stage at SCC and graduate from our Construction Management Trades Program. With the support of Unions across the state we hope to open the program up to hundreds of students statewide. We have so many great stories to tell, but will share one that could be replicated among many students.

We presented a student with the Edward & Elizabeth Smith Scholarship. When he first found out that he was receiving the scholarship, he was completely stunned - he really hadn't decided on attending college. But receiving this scholarship, made him commit and he is now registered for the Summer and Fall semesters. I have also included a portion of his response to the essay asking about "your life, your need for the scholarship and your long-term career goals"

"My parents depend on me to get a scholarship.....I try my hardest to make them proud, but if I were to achieve something like this it would truly make them feel that way. If I were to get a successful job because of a scholarship, it would mean everything to me and my family. If this ever happens, I will truly be grateful."



The Board approved the April 30, 2021 Financial Statement showing a balance of \$1,342,755.15. Our current rate of return on our Advisory Funds with Edward Jones is 13.58% year-to-date.

It was reported that three more Foundation Classroom Mini-Grants were approved. Those being: Paying Certification fees for First Responders from Massac County who are working with Dr. Mason; Provide equipment to the SCC Music Program for Lee VanAlstine; and, Provide SCC bookstore vouchers for high school students going through the trades dual credit program with Jean Ellen Boyd.

The Saints Foundation Board approved their Annual Strategic Plan for 2021-2022. One of the goals included in the plan, is that once the College has completed their Strategic Plan, is to have Dr. Taylor present that plan to the Foundation and discuss any area(s) where the Saints Foundation could provide the greatest support for the College.

On August 20, 2021, the Saints Foundation will hold their Annual Meeting to approve the financial audit, select terms, and election of officers.

SAINTS PROUD!

G. Illinois Community College Trustees Association – James Darden

Some colleges and universities in Illinois will strongly encourage, not mandate, vaccines against COVID-19 going into the fall. This should be a personal choice instead of a mandated one.

NOTE: ISBE is looking at a resolution for “that public schools must resume fully in-person learning for all attendance days for 2021-2022 school year, minor exceptions for at a distance learning.

Biden’s Administration for free college for all is facing resistance. Some of the resistance is college is already inexpensive. The Biden Plan still depends on a state contribution, \$1 State to \$3 Federal. One other point is how much federal control comes with the free college funds for all. It will cost someone.

ICCTA is keeping a close eye on the states redistricting plan for possible issues, in representation and future funding.

ICCTA highlighted some ways that colleges could use some of the CARE and ARP funds:

Update HVAC system

Temporary trailer classrooms purchased or rented.

Paid student internships, job training opportunities.

Staff salaries

Discharge of student debt

VIII. Action and Discussion Items

Consideration of Approval of Trust Agreement for CDB Project #810-086-018

Attachment #1

Consideration of Approval of FY2022 Blanket Purchase Orders Over \$25,000

Attachment #2

Consideration of Annual Security Services Contract **Attachment #3**

Consideration of Approval of Addendum to Course Fees **Fees Tab**

Consideration of Approval of the RAMP Project **Attachment #4**

IX. Executive Session

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to 5 ILCS 120/2 (c)(1)
Consideration of Ratification of Part-Time Employee **Ratification Tab**
Consideration of Approval to Hire a Full-Time Administrative Assistant to Dean of Workforce **Tab**
Consideration of Approval to Hire a Full-Time Bookstore Assistant **Bookstore Tab**
Consideration of Approval to Hire a Full-Time Financial Aid Specialist **Financial Aid Tab**
Consideration of Approval to Modify Nursing Tutor Job Description **Attachment #5**
Consideration of Approval to Adjust the Director of the Vienna Extension Center's Salary **Attachment #6**
Consideration of Executive Session Minutes to Determine Continued Confidentiality of Executive Session Minutes **Separate Document**
Consideration of The President's 6-month Evaluation

Consideration of Non-Renewal, Resignation, or Termination of any staff or Employee of the College pursuant to 5 ILCS 120/2 (c)(1)

Consideration of Resignation of Full-Time Employee **Attachment #7**

Consideration of Resignation of Full Time Employee **Attachment #8**

Consideration of Items That May Lead or Have Led to Litigation pursuant to [5 ILCS 120/2 \(c\)\(11\)](#)

Action and Discussion on Executive Session Items

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
Consideration of Ratification of Part-Time Employee **Ratification Tab**
Consideration of Approval to Hire a Full-Time Administrative Assistant to Dean of Workforce **Workforce Tab**
Consideration of Approval to Hire a Full-Time Bookstore Assistant **Bookstore Tab**
Consideration of Approval to Hire a Full-Time Financial Aid Specialist **Financial Aid Tab**
Consideration of Approval to Modify Nursing Tutor Job Description **Attachment #5**
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Consideration of Executive Session Minutes to Determine Continued Confidentiality of Executive Session Minutes **Separate Document**
Consideration of The President's 6-Month Evaluation
- B. Consideration of Non-Renewal, Resignation, or Termination of any staff or Employee of the College
Consideration of Resignation of Full-Time Employee **Attachment #7**
Consideration of Resignation of Full Time Employee **Attachment #8**
- C. Consideration of Items That May Lead or Have Led to Litigation

MOTION NO. 3

**CONSIDERATION OF APPROVAL OF TRUST AGREEMENT CDB PROJECT
#810-086-018**

A motion was made by Michael McMahan and seconded by Andrea Witthoft to recommend the Board approve the trust agreement between City National Bank and CDB and authorize the CEO and CFO to execute the agreement. Attachment #1

On roll call vote, the members voted as follows:

Mr. James Darden - Yes
Mr. Bradley West, (advisory vote) - Yes
Ms. Andrea Witthoft - Yes
Mr. Steve Heisner - Yes
Ms. April Moore - Yes
Mr. John Windings – Yes
Ms. Deborah Shelton-Yates - Absent
Mr. Michael McMahan – Yes

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

MOTION NO. 4

**CONSIDERATION OF APPROVAL OF FY2022 BLANKET PURCHASE ORDERS
OVER \$25,000**

A motion was made by James Darden and seconded by April Moore to recommend the Board approve the FY2022 blanket purchase orders as presented. Attachment #2

On roll call vote, the members voted as follows:

Ms. April Moore - Yes
Mr. Bradley West (advisory vote) - Yes
Mr. Steve Heisner - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. James Darden - Yes
Ms. Andrea Witthoft - Yes
Mr. Michael McMahan - Yes
Mr. John Windings - Yes

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

MOTION NO. 5

CONSIDERATION OF APPROVAL OF THE ANNUAL SECURITY SERVICES CONTRACT

A motion was made by John Windings and seconded by Michael McMahan to recommend the Board approve the contract with St. Moritz Security Services, Inc. for security services from July 1, 2021 and continue until June 30, 2022. Attachment #3

On roll call vote, the members voted as follows:

Ms. Deborah Shelton-Yates - Absent
Ms. April Moore - Yes
Mr. Steve Heisner - Yes
Mr. Bradley West, (advisory vote) - Yes
Mr. John Windings - Yes
Ms. Andrea Witthoft - Yes
Mr. Michael McMahan - Yes
Mr. James Darden - Yes

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

MOTION NO. 6

CONSIDERATION OF APPROVAL OF THE ADDENDUM TO COURSE FEES

A motion was made by Michael McMahan and seconded by Andrea Witthoft to recommend the Board amend the approved course fee list for FY2022, to includes a lab fee of \$60 for WEL123, to be effective with the start of Fall 2021 semester. Fees Tab

On roll call vote, the members voted as follows:

Mr. John Windings - Yes
Ms. April Moore - Yes
Mr. James Darden - Yes
Mr. Bradley West, (advisory vote) - Yes
Ms. Deborah Shelton-Yates - Absent
Ms. Andrea Witthoft - Yes
Mr. Michael McMahan - Yes
Mr. Steve Heisner – Yes

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

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MOTION NO. 7

CONSIDERATION OF APPROVAL OF THE RAMP PROJECT

A motion was made by Bradley West and seconded by John Windings to recommend the Board approve the FY2022 RAMP request and authorize the College's Interim CFO, Brandy Woods, to sign and submit the document per ICCB guidelines. Attachment #4

On roll call vote, the members voted as follows:

Mr. Bradley West (advisory vote) - Yes
Mr. Michael McMahan - Yes
Mr. Steve Heisner - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. John Windings - Yes
Mr. James Darden - Yes
Ms. April Moore - Yes
Ms. Andrea Witthoft - Yes

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

MOTION NO. 8

IX. EXECUTIVE SESSION

A motion was made by Michael McMahan and seconded by April Moore to **adjourn and go into executive session** at 6:10 p.m. for the purpose of discussing:

Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to 5 ILCS 120/2 (c)(1)

Consideration of Ratification of Part-Time Employee **Ratification Tab**

Consideration of Approval to Hire a Full-Time Administrative Assistant to Dean of Workforce **Workforce Tab**

Consideration of Approval to Hire a Full-Time Bookstore Assistant **Bookstore Tab**

Consideration of Approval to Hire a Full-Time Financial Aid Specialist **Financial Aid Tab**

Consideration of Approval to Modify Nursing Tutor Job Description **Attachment #5**

Consideration of Approval to Adjust the Director of the Vienna Extension Center's Salary **Attachment #6**

Consideration of Executive Session Minutes to Determine Continued Confidentiality of Executive Session Minutes **Separate Document**

Consideration of The President's 6-Month Evaluation

B. Consideration of Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to 5 ILCS 120/2 (c)(1)

Consideration of Resignation of Full-Time Employee **Attachment #7**

Consideration of Resignation of Full-Time Employee **Attachment #8**

C. Consideration of Items That May Lead or Have Led to Litigation pursuant to 5 ILCS 120/2 (c) (11)

On roll call vote, the members voted as follows:

Mr. James Darden - Yes
Mr. John Windings - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. Michael McMahan - Yes
Mr. Bradley West, (advisory vote) - Yes
Ms. Andrea Witthoft - Yes
Mr. Steve Heisner - Yes
Ms. April Moore – Yes

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

MOTION NO. 9

A motion was made by Michael McMahan and seconded by John Windings to adjourn out of executive session at 7:22 p.m.

On roll call vote, the members voted as follows:

Mr. James Darden - Yes
Ms. Andrea Witthoft - Yes
Mr. Steve Heisner - Yes
Ms. April Moore - Yes
Mr. John Windings - Yes
Mr. Bradley West, (advisory vote) - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. Michael McMahan - Yes

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

MOTION NO. 10

A motion was made by April Moore and seconded by Michael McMahan to approve the minutes of the executive session held on June 7, 2021.

On roll call vote, the members voted as follows:

Mr. Steve Heisner - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. Michael McMahan - Yes
Ms. April Moore – Yes
Mr. James Darden - Yes
Mr. John Windings - Yes
Ms. Andrea Witthoft - Yes
Mr. Bradley West, (advisory vote) - Yes

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

MOTION NO. 11

CONSIDERATION OF APPROVAL TO RATIFY PART-TIME EMPLOYEES

A motion was made by James Darden and seconded by Bradley West to recommend the Board ratify the part-time hires as listed. Ratification Tab

On roll call vote, the members voted as follows:

Ms. Deborah Shelton-Yates - Absent
Ms. April Moore - Yes
Mr. Steve Heisner - Yes
Mr. Bradley West, (advisory vote) - Abstain
Mr. John Windings - Yes
Ms. Andrea Witthoft - Yes
Mr. Michael McMahan - Yes
Mr. James Darden - Yes

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

MOTION NO. 12

CONSIDERATION OF APPROVAL TO HIRE A FULL-TIME ADMINISTRATIVE ASSISTANT TO THE DEAN OF WORKFORCE

A motion was made by Bradley West and seconded by John Windings to recommend the Board approve Deborah Vines for the position of Administrative Assistant to the Dean of Workforce effective June 8, 2021. Workforce Tab

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - Yes
Mr. James Darden - Yes
Mr. John Windings - Yes
Mr. Bradley West, (advisory vote) - Yes
Mr. Steve Heisner - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. Michael McMahan - Yes
Ms. April Moore - Yes

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

MOTION NO. 13

CONSIDERATION OF APPROVAL TO HIRE A FULL-TIME BOOKSTORE ASSISTANT

A motion was made by April Moore and seconded by James Darden to recommend the Board approve Mandee Trowbridge for the position of Bookstore Assistant effective June 8, 2021. Bookstore Tab

On roll call vote, the members voted as follows:

Mr. James Darden - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. Bradley West, (advisory vote) – Yes
Mr. Michael McMahan - Yes
Ms. Andrea Witthoft - Yes
Mr. Steve Heisner - Yes
Mr. John Windings - Yes
Ms. April Moore – Yes

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

MOTION NO. 14

CONSIDERATION OF APPROVAL TO HIRE A FULL-TIME FINANCIAL AID SPECIALIST

A motion was made by Bradley West and seconded by Andrea Witthoft to recommend the Board approve Lisa Meyer for the position of Financial Aid Specialist effective June 8, 2021. Financial Aid Tab

On roll call vote, the members voted as follows:

Ms. Deborah Shelton-Yates - Absent
Ms. April Moore - Yes
Mr. Steve Heisne - Yes
Mr. Bradley West, (advisory vote) - Yes
Mr. John Windings - Yes
Ms. Andrea Witthoft - Yes
Mr. Michael McMahan - Yes
Mr. James Darden – Yes

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

MOTION NO. 15

CONSIDERATION OF APPROVAL TO MODIFY NURSING TUTOR JOB

DESCRIPTION

A motion was made by Michael McMahan and seconded by Steve Heisner to recommend the Board approve the Nursing Tutor job description change and authorize the President to begin the hiring process. Attachment #5

On roll call vote, the members voted as follows:

Mr. Steve Heisner - Yes
Ms. Andrea Witthoft - Yes
Mr. Michael McMahan - Yes
Ms. April Moore - Yes
Mr. James Darden - Yes
Mr. John Windings - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. Bradley West, (advisory vote) - Yes

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

MOTION NO. 16

CONSIDERATION OF APPROVAL TO ADJUST THE DIRECTOR OF THE VIENNA EXTENSION CENTER'S SALARY

A motion was made by Michael McMahan and seconded by John Windings to recommend that the Board set Teale Betts FY22 salary as listed and presented in Board Book for the Director of Vienna Extension Center/Enrollment Specialist Position and eliminate the special conditions previously established on her salary movement. Attachment #6

On roll call vote, the members voted as follows:

Mr. Bradley West (advisory vote) - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. John Windings - Yes
Mr. Steve Heisner - Yes
Ms. April Moore - Yes
Mr. James Darden - Yes
Mr. Michael McMahan - Yes
Ms. Andrea Witthoft – Yes

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

MOTION NO. 17

CONSIDERATION OF APPROVAL TO DETERMINE CONTINUED CONFIDENTIALITY OF EXECUTIVE SESSION MINUTES

A motion was made by April Moore and seconded by Michael McMahan to recommend the Board keep closed the written Executive Session minutes from October 13, 1986 to present and to authorize the destruction of the closed session audiotapes as provided in the Open Meeting Act for closed sessions held prior to December 2, 2019. Separate Document

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - Yes
Mr. James Darden - Yes
Mr. John Windings - Yes
Mr. Bradley West, (advisory vote) - Yes
Mr. Steve Heisner - Yes

Ms. Deborah Shelton-Yates - Absent
 Mr. Michael McMahan - Yes
 Ms. April Moore - Yes

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

MOTION NO. 18

CONSIDERATION OF THE PRESIDENT'S 6-MONTH EVALUATION

A motion was made by _____ and seconded by _____

NO ATTACHMENT NO DISCUSSION

On roll call vote, the members voted as follows:

	Yes	No	Abstain
Absent			
Mr. Michael McMahan	_____	_____	_____
Ms. April Moore	_____	_____	_____
Ms. Andrea Witthoft	_____	_____	_____
Mr. James Darden	_____	_____	_____
Mr. Steve Heisner	_____	_____	_____
Mr. John Windings	_____	_____	_____
Ms. Deborah Shelton-Yates	_____	_____	_____
Mr. Bradley West (advisory vote)	_____	_____	_____

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

MOTION NO. 19

CONSIDERATION OF RESIGNATION OF FULL-TIME EMPLOYEE

A motion was made by John Windings and seconded by Michael McMahan to recommend the Board accept the resignation of Haley Story effective June 18, 2021. Attachment #7

On roll call vote, the members voted as follows:

Ms. April Moore - Yes
 Ms. Andrea Witthoft - Yes
 Mr. Michael McMahan - Yes

Mr. James Darden - Yes

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[Return to Agenda](#)

Mr. Steve Heisner - Yes
Mr. John Windings - Yes
Ms. Deborah Shelton-Yates - Absent
Mr. Bradley West (advisory vote) – Yes

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

MOTION NO. 20

CONSIDERATION OF RESIGNATION OF FULL-TIME EMPLOYEE

A motion was made by James Darden and seconded by Bradley West to recommend the Board approve the resignation of Amanda Brown effective June 7, 2021. Attachment #8

On roll call vote, the members voted as follows:

Ms. Deborah Shelton-Yates - Absent
Mr. Steve Heisner - Yes
Ms. April Moore -Yes
Mr. Bradley West, (advisory vote) - Yes
Mr. John Windings - Yes
Ms. Andrea Witthoft - Yes
Mr. Michael McMahan - Yes
Mr. James Darden – Yes

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

XI. Adjournment

MOTION NO. 21

A motion was made by Michael McMahan and seconded by April Moore to **adjourn at 7:35 p.m.**

On roll call vote, the members voted as follows:

Mr. James Darden - Yes
Ms. Andrea Witthoft - Yes
Mr. Bradley West (advisory vote) - Yes
Mr. John Windings - Yes
Mr. Michael McMahan -Yes

Ms. Deborah Shelton-Yates - Absent

Ms. April Moore - Yes

Mr. Steve Heisner – Yes

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

Shawnee Community College

Fund	5/1/2021 Beg. Balance	May Receipts/Adj.	May Expenditures/Adj.	5/31/2021 Ending Balance
Education	7,528,980.86	311,892.68	951,680.30	6,889,193.24
Building	2,879,340.11	88,624.08	133,591.07	2,834,373.12
Working Cash	5,032,269.65	68.47	0.00	5,032,338.12
Restricted Building	1,128,963.36	3,295.92	0.00	1,132,259.28
Bond & Interest	491,964.39	23,189.76	64,000.00	451,154.15
Auxiliary Enterprise	338,582.08	6,986.33	43,257.76	302,310.65
Liab. Prot. Settlement	1,777,964.27	10,720.17	33,246.46	1,755,437.98
Audit	43,021.61	426.06	0.00	43,447.67
Auxiliary Imprest	14,000.00	0.00	0.00	14,000.00
Federal Title III & IV	0.61	0.00	0.00	0.61
College Work Study	0.00	2,218.37	2,218.37	0.00
S.E.O.G	0.00	17,342.00	17,342.00	0.00
PELL	0.00	6,900.91	6,900.91	0.00
Special Grants	6,866.46	450,912.21	432,879.43	24,899.24
Trust & Agency	207,790.84	7,487.36	582.22	214,695.98
Total	19,449,744.24	930,064.32	1,685,698.52	18,694,110.04

Brandy Woods

June

15, 2021 Brandy Woods, Director of Business
Services
Date

Included in Education Ending Balance is the PPP Loan in the amount of \$1,548,297.90

Shawnee Community College

Financial Report



Eleven Months Ended

May 31, 2021

SHAWNEE COMMUNITY COLLEGE

REVENUE
OPERATING FUNDS

FOR ELEVEN MONTHS ENDED MAY 31, 2021

Percent of Year Complete is 92.00%

Operating Revenues by Source	Legal Budget As Adjusted 5/31/21	Year to Date Revenues 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Realized 5/31/21
Local government:				
Current taxes	\$ 1,931,070	\$ 1,935,729	\$ (4,659)	
Chargeback revenue	0		0	
TOTAL LOCAL GOVERNMENT	\$ 1,931,070	\$ 1,935,729	\$ (4,659)	100.24%
State government:				
ICCB Credit Hour Grants	\$ 1,276,166	\$ 1,213,568	\$ 62,598	
ICCB Equalization Grants	2,853,879	2,616,056	237,823	
State Board of Education- Vocational Education	118,591	59,296	59,295	
Corporate Personal Property Replacement Tax	475,786	598,767	(122,981)	
TOTAL STATE GOVERNMENT	\$ 4,724,422	\$ 4,487,687	\$ 236,735	94.99%
Federal government:				
Other	\$ -	\$ -	\$ -	
TOTAL FEDERAL GOVERNMENT	\$ -	\$ -	\$ -	
Student Tuition and Fees:				
Tuition	\$ 3,661,139	\$ 4,002,082	\$ (340,943)	
Fees	717,298	803,130	(85,832)	
TOTAL TUITION AND FEES	\$ 4,378,437	\$ 4,805,212	\$ (426,775)	109.75%
Other sources:				
Sales and Service Fees	\$ 87,000	\$ 79,087	\$ 7,913	
Facilities revenue	40,000	50,312	-10,312	
Investment revenue	72,000	9,522	62,478	
Other sources	189,600	114,208	75,392	
TOTAL OTHER SOURCES	\$ 388,600	\$ 253,129	\$ 135,471	65.14%
TRANSFERS	\$ 33,000	\$ -	\$ 33,000	
TOTAL 2020-21 BUDGETED REVENUE	\$ 11,455,529	\$ 11,481,757	\$ (26,228)	100.23%
Less non-operating items*:				
Tuition chargeback revenue	\$ -	\$ -	\$ -	
ADJUSTED REVENUE	\$ 11,455,529	\$ 11,481,757	\$ (26,228)	100.23%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Expenditures 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Expended 5/31/21
<u>Expenditures By Program</u>				
Instruction	\$ 4,840,743	\$ 3,972,959	\$ 867,784	
Academic Support	404,320	361,000	43,320	
Student Services	1,068,995	929,853	139,142	
Public Services	132,915	53,904	79,011	
Operation & Maint. of Plant	2,010,912	1,622,030	388,882	
Institutional Support	2,780,964	1,857,672	923,292	
Scholarship, Student Grants, & Waivers	1,636,575	2,039,223	(402,648)	
TRANSFERS	573,620	570,403	3,217	
Total 2020-21 Budgeted Expenditures	\$ 13,449,044	\$ 11,407,044	\$ 2,042,000	84.82%
ADJUSTED EXPENDITURES	\$ 13,449,044	\$ 11,407,044	\$ 2,042,000	
<u>By Object</u>				
Salaries	\$ 6,522,949	\$ 5,463,434	\$ 1,059,515	
Employee Benefits	752,420	602,230	150,190	
Contractual Services	1,377,068	1,098,669	278,399	
General Materials & Supplies	646,865	384,506	262,359	
Conference & Meeting Expense	122,635	24,491	98,144	
Fixed Charges	131,260	113,865	17,395	
Utilities	645,390	460,789	184,601	
Capital Outlay	899,902	648,248	251,654	
Other	1,776,935	2,040,409	(263,474)	
Provision for Contingency	-	-	-	
TRANSFERS	573,620	570,403	3,217	
Total 2020-21 Budgeted Expenditures	\$ 13,449,044	\$ 11,407,044	\$ 2,042,000	84.82%
ADJUSTED EXPENDITURES	\$ 13,449,044	\$ 11,407,044	\$ 2,042,000	

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS BY FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Expenditures 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Expended 5/31/21
EDUCATION FUND				
INSTRUCTION				
Salaries	\$ 3,983,346	\$ 3,272,656	\$ 710,690	
Employee Benefits	393,672	320,553	73,119	
Contractual Services	166,545	162,302	4,243	
General Materials & Supplies	141,075	100,061	41,014	
Conference & Meeting Expense	31,885	8,235	23,650	
Fixed Charges	84,560	83,686	874	
Utilities	37,300	25,359	11,941	
Other	360	107	253	
Capital Outlay	2,000	-	2,000	
TOTAL	\$ 4,840,743	\$ 3,972,959	\$ 867,784	82.07%
ACADEMIC SUPPORT				
Salaries	\$ 290,015	\$ 276,416	\$ 13,599	
Employee Benefits	17,229	16,139	1,090	
Contractual Services	43,214	30,132	13,082	
General Materials & Supplies	48,982	37,260	11,722	
Conference & Meeting Expense	3,880	75	3,805	
Utilities	-	-	-	
Capital Outlay	1,000	978	22	
TOTAL	\$ 404,320	\$ 361,000	\$ 43,320	89.29%
STUDENT SERVICES				
Salaries	\$ 815,904	\$ 736,213	\$ 79,691	
Employee Benefits	137,374	113,677	23,697	
Contractual Services	36,500	40,676	(4,176)	
General Materials & Supplies	70,454	38,373	32,081	
Conference & Meeting Expense	6,300	914	5,386	
Utilities	-	-	-	
Other	-	-	-	
Capital Outlay	2,463	-	2,463	
TOTAL	\$ 1,068,995	\$ 929,853	\$ 139,142	86.98%
PUBLIC SERVICES/CONTINUING EDUCATION				
Salaries	\$ 89,114	\$ 39,919	\$ 49,195	
Employee Benefits	21,372	7,164	14,208	
Contractual Services	5,029	3,050	1,979	
General Materials & Supplies	14,900	3,726	11,174	
Conference & Meeting Expense	800	45	755	
Fixed Charges	1,700	-	1,700	
Utilities	-	-	-	
TOTAL	\$ 132,915	\$ 53,904	\$ 79,011	40.56%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS BY FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Expenditures 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Expended 5/31/21
EDUCATION FUND				
INSTITUTIONAL SUPPORT				
Salaries	\$ 1,180,530	\$ 973,424	\$ 207,106	
Employee Benefits	161,022	126,556	34,466	
Contractual Services	645,605	470,447	175,158	
General Materials & Supplies	303,864	164,130	139,734	
Conference & Meeting Expense	80,060	15,223	64,837	
Fixed Charges	45,000	30,179	14,821	
Utilities	20,000	19,521	479	
Other	140,000	1,078	138,922	
Provision for Contingency	-	-	-	
Capital Outlay	204,883	57,114	147,769	
TOTAL	\$ 2,780,964	\$ 1,857,672	\$ 923,292	66.80%
SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS				
Other	\$ 1,636,575	\$ 2,039,223	\$ (402,648)	
TOTAL	\$ 1,636,575	\$ 2,039,223	\$ (402,648)	124.60%
TRANSFERS	573,620	570,403	3,217	99.44%
TOTAL EDUCATION FUND	\$ 11,438,132	\$ 9,785,014	\$ 1,653,118	85.55%
OPERATIONS and MAINTENANCE FUND				
OPERATION AND MAINTENANCE OF PLANT				
Salaries	\$ 194,040	\$ 164,806	\$ 29,234	
Employee Benefits	21,751	18,141	3,610	
Contractual Services	450,175	392,062	58,113	
General Materials & Supplies	67,300	40,956	26,344	
Conference & Meeting Expense	-	-	-	
Fixed Charges	-	-	-	
Utilities	588,090	415,909	172,181	
Provision for Contingency	-	-	-	
Capital Outlay	689,556	590,156	99,400	
Other	-	-	-	
TOTAL OPERATIONS and MAINTENANCE FUND	\$ 2,010,912	\$ 1,622,030	\$ 388,882	80.66%
TOTAL OPERATING FUNDS	\$ 13,449,044	\$ 11,407,044	\$ 2,042,000	84.82%

SHAWNEE COMMUNITY COLLEGE

REVENUE

OPERATION AND MAINTENANCE FUND-RESTRICTED
FOR ELEVEN MONTHS ENDED MAY 31, 2021

Percent of Year Complete is 92.00%

	Legal Budget	Year to Date	(Over)/Under	Percent of
Operations and Maintenance Fund-Restricted	5/31/21	Revenues 5/31/21	Budget 5/31/21	Budget Realized 5/31/21
Local Governmental Sources:				
Current Taxes	\$ 250,000	\$ 253,747	\$ (3,747)	
TOTAL LOCAL GOVERNMENT SOURCES	\$ 250,000	\$ 253,747	\$ (3,747)	101.50%
Other Sources				
Investment Revenue	\$ -	\$ -	\$ -	
TOTAL OTHER SOURCES	\$ -	\$ -	\$ -	
TOTAL BUDGETED REVENUES	\$ 250,000	\$ 253,747	\$ (3,747)	101.50%

SHAWNEE COMMUNITY COLLEGE

EXPENDITURE REPORT

OPERATION AND MAINTENANCE FUND-RESTRICTED
FOR ELEVEN MONTHS ENDED MAY 31, 2021

Percent of Year Complete is 92.00%

	Legal Budget	Year to Date	(Over)/Under	Percent of
Operations and Maintenance Fund-Restricted	As Adjusted 5/31/21	Expenditures 5/31/21	Budget 5/31/21	Budget Expended 5/31/21
INSTITUTIONAL SUPPORT				
Capital Outlay	\$ 795,500	\$ -	\$ 795,500	
Contractual Services	89,500	11,753	77,747	
TOTAL INSTITUTIONAL SUPPORT	\$ 885,000	\$ 11,753	\$ 873,247	1.33%
TOTAL BUDGETED EXPENDITURES	\$ 885,000	\$ 11,753	\$ 873,247	1.33%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
BOND AND INTEREST FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Revenues 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Realized 5/31/21
<u>Bond and Interest Fund</u>				
Local Government Sources:				
Current Taxes	\$ 1,759,000	\$ 1,785,269	\$ (26,269)	
TOTAL BUDGETED REVENUES	\$ 1,759,000	\$ 1,785,269	\$ (26,269)	101.49%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
BOND AND INTEREST FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Expenditures 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Expended 5/31/21
<u>Bond and Interest Fund</u>				
INSTITUTIONAL SUPPORT				
Bond Principal Retired	\$ 1,600,000	\$ 1,600,000	\$ -	
Bond Interest	<u>159,000</u>	<u>160,000</u>	\$ (1,000)	
TOTAL BUDGETED EXPENDITURES	\$ 1,759,000	\$ 1,760,000	\$ (1,000)	100.06%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
AUXILIARY ENTERPRISES FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Revenues 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Realized 5/31/21
Auxiliary Enterprises Fund				
Other Sources:				
Sales and Service Fees	\$ 410,200	\$ 374,090	\$ 36,110	
TOTAL OTHER SOURCES	\$ 410,200	\$ 374,090	\$ 36,110	
TRANSFERS	573,620	570,403	3,217	
TOTAL BUDGETED REVENUE	\$ 983,820	\$ 944,493	\$ 39,327	96.00%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
AUXILIARY ENTERPRISES FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Expenditures 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Expended 5/31/21
Auxiliary Enterprises Fund				
INDEPENDENT OPERATIONS				
Salaries	\$ 204,350	\$ 182,314	\$ 22,036	
Employee Benefits	16,762	16,763	(1)	
Contractual Services	49,301	50,041	(740)	
General Materials & Supplies	320,845	314,839	6,006	
Conference & Meeting Expense	24,100	25,351	(1,251)	
Fixed Charges	25,000	18,552	6,448	
Utilities	-	-	-	
Capital Outlay	32,000	9,721	22,279	
Provision for Contingency	-	-	-	
Other	361,985	402,127	(40,142)	
TRANSFERS	-	-	-	
TOTAL BUDGETED EXPENDITURES	\$ 1,034,343	\$ 1,019,708	\$ 14,635	98.59%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
RESTRICTED PURPOSES FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Revenues 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Realized 5/31/21
Restricted Purposes Fund				
State governmental sources:				
ICCB Workforce Preparation Grant	\$ -	\$ -	\$ -	
ICCB P-16 Initiative Grant	-	-	-	
ICCB Adult Education	267,844	251,869	15,975	
ICCB Career and Technical Education	314,702	161,770	152,932	
ICCB Innovation Grant	-	75,000	(75,000)	
ICCB College & Career Readiness	-	-	-	
ICCB Dual Credit Enhancement	-	-	-	
DCEO -Dept. of Commerce and Economic Opportunity	127,500	95,000	32,500	
Department of Corrections	-	-	-	
Other Illinois Governmental Sources	<u>30,972</u>	<u>205,285</u>	<u>(174,313)</u>	
TOTAL STATE GOVERNMENT	\$ 741,018	\$ 788,924	\$ (47,906)	106.46%
Federal governmental sources:				
Department of Education	\$ 5,219,636	\$ 3,323,045	\$ 1,896,591	
Department of Health and Human Services	-	-	-	
Other Federal Government Sources	<u>-</u>	<u>29,678</u>	<u>(29,678)</u>	
TOTAL FEDERAL GOVERNMENT	\$ 5,219,636	\$ 3,352,723	\$ 1,866,913	64.23%
Other Sources:				
Nongovernmental Grants	\$ -	\$ -	\$ -	
TOTAL BUDGETED REVENUES	\$ 5,960,654	\$ 4,141,647	\$ 1,819,007	69.48%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
RESTRICTED PURPOSES FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted	5/31/21	Year to Date Expenditures 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Expended 5/31/21
Restricted Purposes Fund					
STUDENT SERVICES					
Salaries	\$	257,483	\$ 191,125	\$ 66,358	
Employee Benefits		78,312	58,369	19,943	
Contractual Services		6,869	6,395	474	
General Materials & Supplies		9,302	2,907	6,395	
Conference & Meeting Expense		12,196	2,118	10,078	
Capital Outlay		-	-	-	
Other		55,558	40,277	15,281	
TOTAL STUDENT SERVICES	\$	419,720	\$ 301,191	\$ 118,529	71.76%
INSTITUTIONAL SUPPORT					
Salaries	\$	856,693	\$ 509,712	\$ 346,981	
Employee Benefits		216,467	94,586	121,881	
Contractual Services		241,645	225,349	16,296	
General Materials & Supplies		232,988	165,842	67,146	
Conference & Meeting Expense		81,538	15,140	66,398	
Fixed Charges		-	-	-	
Utilities		-	-	-	
Capital Outlay	1,149,249		665,166	484,083	
Other		49,502	15,013	34,489	
TOTAL INSTITUTIONAL SUPPORT	\$	2,828,082	\$ 1,690,808	\$ 1,137,274	59.79%
SCHOLARSHIP, STUDENT GRANTS, AND WAIVERS					
Financial Aid	\$	3,905,710	\$ 2,036,421	\$ 1,869,289	
TOTAL	\$	3,905,710	\$ 2,036,421	\$ 1,869,289	52.14%
TOTAL BUDGETED EXPENDITURES	\$	7,153,512	\$ 4,028,420	\$ 3,125,092	56.31%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
AUDIT FUND**

FOR ELEVEN MONTHS ENDED MAY 31, 2021

Percent of Year Complete is 92.00%

Audit Fund	Legal Budget As Adjusted 5/31/21	Year to Date Revenues 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Realized 5/31/21
Local Government Sources:				
Current Taxes	\$ 32,000	\$ 32,244	\$ (244)	
TOTAL BUDGETED REVENUES	\$ 32,000	\$ 32,244	\$ (244)	100.76%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
AUDIT FUND**

FOR ELEVEN MONTHS ENDED MAY 31, 2021

Percent of Year Complete is 92.00%

Audit Fund	Legal Budget As Adjusted 5/31/21	Year to Date Expended 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Expended 5/31/21
INSTITUTIONAL SUPPORT				
Contractual Services	\$ 38,000	\$ 36,775	\$ 1,225	
Provision for Contingency	-	-	-	
TOTAL BUDGETED EXPENDITURES	\$ 38,000	\$ 36,775	\$ 1,225	96.78%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
LIABILITY PROTECTION AND SETTLEMENT FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Revenues 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Realized 5/31/21
Liability Protection and Settlement Fund Fund				
Local Government Sources:				
Current Taxes	\$ 815,000	\$ 825,315	\$ (10,315)	
TOTAL BUDGETED REVENUES	\$ 815,000	\$ 825,315	\$ (10,315)	101.27%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
LIABILITY PROTECTION AND SETTLEMENT FUND
FOR ELEVEN MONTHS ENDED MAY 31, 2021**

Percent of Year Complete is 92.00%

	Legal Budget As Adjusted 5/31/21	Year to Date Expended 5/31/21	(Over)/Under Budget 5/31/21	Percent of Budget Expended 5/31/21
Liability Protection and Settlement Fund				
INSTITUTIONAL SUPPORT				
Employee Benefits	240,000	141,847	98,153	
Contractual Services	517,000	370,324	146,676	
Fixed Charges	258,000	194,150	63,850	
General Materials & Supplies	-	-	-	
Other	50,000	-	50,000	
TOTAL BUDGETED EXPENDITURES	\$1,065,000	\$706,321	\$358,679	66.32%

SHAWNEE COMMUNITY COLLEGE

**For the Month of May 2021
Approval of Bills**

FUND	EXPENDITURES
Education Fund	\$951,680.30
Building Fund	133,591.07
Restricted Bldg. Fund	0.00
Bond & Interest Fund	64,000.00
Auxiliary Enterprises Fund	43,257.76
Restricted Purposes Fund (Grants)	432,879.43
Restricted Purposes - FWS*	2,218.37
Restricted Purposes - PELL	6,900.91
Restricted Purposes - SEOG	17,342.00
Trust & Agency Fund	582.22
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	33,246.46
GRAND TOTAL	\$ 1,685,698.52

Chairman

Secretary

Date

**Shawnee Community College
Payroll Check and Advice Register**

Check/Advice Number	Check/Advice Date	May 2021 Employee Name	Check/Advice Amount
97283	5/14/2021	Banks, Sabrina D.	697.37
97284	5/14/2021	Carlson, Kenneth P.	1,687.80
97285	5/14/2021	Carver, Justin R.	227.32
97286	5/14/2021	Christie, Roberta L.	3,278.71
97287	5/14/2021	Corbit, Nathan L.	257.99
97288	5/14/2021	Faulkner, Christina L.	2,002.49
97289	5/14/2021	VOID	-
97290	5/14/2021	Meyer, Brian A.	372.68
97291	5/14/2021	Seyer, Jonathan	223.19
97292	5/14/2021	Stark, Karen L.	223.19
97293	5/14/2021	Tarver, Sandra K.	260.05
97294	5/14/2021	Thornton, Janet	653.57
97295	5/14/2021	Vincent, Connie M.	747.43
97296	5/14/2021	Bucher, Christian T.	41.82
97297	5/14/2021	Daley, Tishawna	146.38
97298	5/14/2021	Ellerbee, Janiece S.	98.39
97299	5/14/2021	Goldsberry, Teri E.	120.05
97300	5/14/2021	Hansen, Caroline K.	355.49
97301	5/14/2021	Hosman, Lydia R.	125.47
97302	5/14/2021	Jackson, Peggy D.	85.76
97303	5/14/2021	King, Nya Z.	230.02
97304	5/14/2021	Lowery, Dennis D.	776.76
97305	5/14/2021	Reichert, Joellen	617.87
97306	5/14/2021	Reichert, Kendall F.	891.74
97307	5/14/2021	Ryan, Colin T.	653.75
97308	5/14/2021	Starling, Randy D.	566.18
97309	5/14/2021	Stubblefield, Vernon	223.80
97310	5/14/2021	Tolbert, Helaina	273.91
97311	5/14/2021	Tondevold, Meagan	153.34
97312	5/14/2021	Vincent, Connie M.	97.83
97313	5/14/2021	Woods, Sandi N.	140.60
97314	5/28/2021	Christie, Roberta L.	2,176.24
97315	5/28/2021	Faulkner, Christina L.	1,281.31
97316	5/28/2021	Meyers, Tiffany A.	598.10
97317	5/28/2021	Bucher, Christian T.	83.64
97318	5/28/2021	Daley, Tishawna	167.29
97319	5/28/2021	Ellerbee, Janiece S.	167.29
97320	5/28/2021	Elliott, Timothy W.	213.43
97321	5/28/2021	Hansen, Caroline K.	324.12
97322	5/28/2021	Hosman, Lydia R.	83.64
97323	5/28/2021	King, Nya Z.	230.02

**Shawnee Community College
Payroll Check and Advice Register
May 2021**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
97324	5/28/2021	Lowery, Dennis D.	519.01
97325	5/28/2021	Reichert, Joellen	964.38
97326	5/28/2021	Reichert, Kendall F.	500.09
97327	5/28/2021	Ryan, Colin T.	604.08
97328	5/28/2021	Shepherd, Clarissa E.	65.00
97329	5/28/2021	Starling, Randy D.	666.61
97330	5/28/2021	Stubblefield, Vernon	223.80
97331	5/28/2021	Tolbert, Helaina	305.27
97332	5/28/2021	Vincent, Connie M.	53.35
97333	5/28/2021	Woods, Sandi N.	75.25
97334	5/14/2021	Hawkins, Robert	1,216.63
75191	5/14/2021	Adkinson, Shelby E.	2,559.22
75192	5/14/2021	Armstrong, Lori A.	14,636.36
75193	5/14/2021	Ashby, Malinda J.	2,661.17
75194	5/14/2021	Askew, Jipaum S.	3,176.92
75195	5/14/2021	Austin, David C.	213.93
75196	5/14/2021	Basler, Joella	4,398.24
75197	5/14/2021	Betts, Robert G.	3,858.10
75198	5/14/2021	Betts, Teale M.	1,695.00
75199	5/14/2021	Black, David E.	12,728.63
75200	5/14/2021	Black, Sabrina L.	1,972.85
75201	5/14/2021	Boyd, Danielle N.	2,471.86
75202	5/14/2021	Bradley, Craig	2,488.75
75203	5/14/2021	Brahler, Monica J.	3,817.38
75204	5/14/2021	Brown, Amanda S.	980.00
75205	5/14/2021	Brown, Brenda R.	7,857.11
75206	5/14/2021	Brown, Donna R.	1,853.03
75207	5/14/2021	Canter, Lora	263.45
75208	5/14/2021	Capps, Tamara K.	3,454.76
75209	5/14/2021	Chamness, Virginia S.	1,631.75
75210	5/14/2021	Clark, Christopher A.	4,314.19
75211	5/14/2021	Clark, Lora L.	1,979.54
75212	5/14/2021	Copeland, Vyta N.	223.19
75213	5/14/2021	Cornelious-Weldon, Leslie A.	2,526.93
75214	5/14/2021	Crowe, Beth A.	2,717.73
75215	5/14/2021	Curphy, Kathleen	2,942.99
75216	5/14/2021	Davault, Christopher R.	215.99
75217	5/14/2021	Davis, Christy R.	223.19
75218	5/14/2021	Davis, Evelyn D.	1,310.73
75219	5/14/2021	Diemer, Cheri L.	644.72
75220	5/14/2021	Dillow, Rhonda L.	915.11

**Shawnee Community College
Payroll Check and Advice Register
May 2021**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
75221	5/14/2021	Dollins, Judith A.	5,525.59
75222	5/14/2021	Drury, Connie F.	3,722.41
75223	5/14/2021	Dudley, Tina M.	913.18
75224	5/14/2021	Dunlap, Stephanie M.	1,538.69
75225	5/14/2021	Fehrenbacher, Dwayne J.	3,253.16
75226	5/14/2021	Fontana, Sandy L.	2,705.21
75227	5/14/2021	Forthman, Emily B.	2,979.75
75228	5/14/2021	Frizzell, Timothy A.	7,879.71
75229	5/14/2021	Gerard, Anthony S.	4,679.03
75230	5/14/2021	Goforth, Charles B.	2,165.68
75231	5/14/2021	Gordon, Beatrice	1,393.10
75232	5/14/2021	Hamilton-Smith, Jacqueline	1,652.75
75233	5/14/2021	Harner, Ginger R.	3,335.19
75234	5/14/2021	Harris, Wendy D.	2,984.26
75235	5/14/2021	Herren, Jennifer K.	1,866.21
75236	5/14/2021	Hill, Ayan	975.41
75237	5/14/2021	Hill, Tanya S.	2,401.24
75238	5/14/2021	Hines, Lorena M.	5,555.05
75239	5/14/2021	Holland, Micah C.	582.72
75240	5/14/2021	Howard, Eric	1,511.61
75241	5/14/2021	Ingram, Caleb W.	1,241.45
75242	5/14/2021	Jennings, Kelly D.	2,856.51
75243	5/14/2021	Jerrell, Ricky L.	1,973.72
75244	5/14/2021	Johnson, Lindsay B.	2,539.37
75245	5/14/2021	King, Erin R.	2,396.22
75246	5/14/2021	Koch, Donald N.	3,585.73
75247	5/14/2021	Kohler, Gilbert B.	213.93
75248	5/14/2021	Lingle, Randy W.	1,904.22
75249	5/14/2021	Lucas, Robert	2,910.55
75250	5/14/2021	Luttrell, Denise	610.40
75251	5/14/2021	Malone, Sherrie D.	8,050.22
75252	5/14/2021	Mason, Gregory K.	3,467.64
75253	5/14/2021	McGinnis, Connie R.	7,515.17
75254	5/14/2021	McGoy, Jeffery L.	237.99
75255	5/14/2021	McGoy, Karen M.	2,723.87
75256	5/14/2021	McNally, Michael	2,433.94
75257	5/14/2021	Meyer, Lisa F.	2,026.80
75258	5/14/2021	Meyers, Kaylyn L.	1,625.14
75259	5/14/2021	Mishler, Shelye	221.13
75260	5/14/2021	Morris, Joseph A.	3,644.04
75261	5/14/2021	Nicolaidis, Ian A.	10,021.25

**Shawnee Community College
Payroll Check and Advice Register
May 2021**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
75262	5/14/2021	Nodeen, Marsha K.	411.40
75263	5/14/2021	Owens, Peter	421.00
75264	5/14/2021	Pearman, Allen W.	257.99
75265	5/14/2021	Pender, Derek S.	2,580.03
75266	5/14/2021	Poat, Erica R.	444.32
75267	5/14/2021	Price, Lisa L.	2,981.62
75268	5/14/2021	Reach, Mindy J.	2,062.36
75269	5/14/2021	Ribbing, Sheryl L.	3,578.71
75270	5/14/2021	Rouse, Felicia	2,118.43
75271	5/14/2021	Salazar, Becky	992.96
75272	5/14/2021	Sander, Phyllis J.	12,319.82
75273	5/14/2021	Sauerbrunn, Kayla R.	8,000.16
75274	5/14/2021	Severs, Virginia L.	1,351.61
75275	5/14/2021	Shallenberger, Elizabeth	3,039.42
75276	5/14/2021	Sheffer, Amy L.	4,815.19
75277	5/14/2021	Sheffer, Susan R.	638.39
75278	5/14/2021	Shelby, Kristin N.	3,594.91
75279	5/14/2021	Sheppard, Gregory S.	2,523.45
75280	5/14/2021	Simpson, Stacy J.	2,031.82
75281	5/14/2021	Smith, Wanda R.	9,153.04
75282	5/14/2021	Smith-Fulia, Jesse R.	3,081.78
75283	5/14/2021	Sparks, John R.	3,125.97
75284	5/14/2021	Stalions, Terry R.	226.62
75285	5/14/2021	Steinmetz, Rebecca L.	1,904.66
75286	5/14/2021	Story, Hayley M.	2,518.35
75287	5/14/2021	Stoup, William R.	3,100.92
75288	5/14/2021	Suggs, Amber	2,402.74
75289	5/14/2021	Taylor, Timothy	5,112.78
75290	5/14/2021	Terbrak, Darlene R.	156.13
75291	5/14/2021	Teske, April Y.	2,323.79
75292	5/14/2021	Thompson, Chevis L.	1,246.13
75293	5/14/2021	Thornsberry, Ryan J.	8,818.54
75294	5/14/2021	Van Meter, Jonathan L.	2,296.53
75295	5/14/2021	VanAlstine, Lee F.	4,714.71
75296	5/14/2021	Vaughn-Doom, Anna	7,879.88
75297	5/14/2021	Vellella, Christopher A.	2,358.60
75298	5/14/2021	Walton, James L.	2,326.46
75299	5/14/2021	Whitnel, Brett P.	2,339.32
75300	5/14/2021	Williams, Michelle L.	1,400.88
75301	5/14/2021	Woods, Brandy S.	4,426.75
75302	5/14/2021	Woolridge, Robert E.	6,479.17

**Shawnee Community College
Payroll Check and Advice Register
May 2021**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
75303	5/14/2021	Wright, Christina D.	2,406.84
75304	5/14/2021	Ballard, Melanie T.	769.48
75305	5/14/2021	Brown, Halli M.	250.93
75306	5/14/2021	Burgess, Michael	1,130.48
75307	5/14/2021	Crites, Marilyn M.	1,133.51
75308	5/14/2021	Daley, Trishawna B.	167.29
75309	5/14/2021	Davis, Carrie B.	1,190.88
75310	5/14/2021	Devenny, Marianne	1,333.60
75311	5/14/2021	Earll, Mary E.	51.18
75312	5/14/2021	Farris, Dale A.	803.17
75313	5/14/2021	Fisher, Stephanie J.	532.60
75314	5/14/2021	Green, Anessa D.	245.95
75315	5/14/2021	Hannan, Rachel A.	669.98
75316	5/14/2021	Harris, Julian M.	241.42
75317	5/14/2021	Hayes, Stephanie	747.25
75318	5/14/2021	Hefner, Cynthia L.	1,027.48
75319	5/14/2021	Hefner, Monte K.	1,213.18
75320	5/14/2021	Henderson, Mildred R.	129.23
75321	5/14/2021	Honn, Gene A.	1,053.85
75322	5/14/2021	James, Shaian	167.29
75323	5/14/2021	Johnson, Carl D.	53.66
75324	5/14/2021	Johnson, Harold C.	229.31
75325	5/14/2021	Johnson-Adams, Dora J.	698.75
75326	5/14/2021	Kern, Gracen E.	147.50
75327	5/14/2021	Kineman, Daniel L.	715.35
75328	5/14/2021	Korte, Rhea C.	783.60
75329	5/14/2021	Lewis, Jan F.	1,149.10
75330	5/14/2021	Matthews, Brittany R.	582.10
75331	5/14/2021	McBride, Quinton K.	314.64
75332	5/14/2021	McGill, Joshua M.	188.20
75333	5/14/2021	McNichols, Randy J.	694.65
75334	5/14/2021	Miller, John P.	1,075.37
75335	5/14/2021	Prevallet, James W.	139.07
75336	5/14/2021	Riley, Nicholas A.	245.90
75337	5/14/2021	Rose, Jayla E.	313.66
75338	5/14/2021	Sanders, Jaiden E.	363.33
75339	5/14/2021	Sheppard, Gregory S.	813.85
75340	5/14/2021	Smith, Sherie S.	71.14
75341	5/14/2021	Sommer, Gary H.	616.37
75342	5/14/2021	Stecher, Beverly A.	464.09
75343	5/14/2021	Thompson, Chevis L.	855.73

**Shawnee Community College
Payroll Check and Advice Register
May 2021**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
75344	5/14/2021	Toman, Sierra N.	177.74
75345	5/14/2021	Vines, Deborah	478.17
75346	5/14/2021	Woods, Aaron C.	964.89
75347	5/14/2021	Yewell, Sonia M.	1,171.16
75348	5/28/2021	Adkinson, Shelby E.	1,676.86
75349	5/28/2021	Armstrong, Lori A.	2,238.64
75350	5/28/2021	Ashby, Malinda J.	1,465.49
75351	5/28/2021	Askew, Jipaum S.	2,061.93
75352	5/28/2021	Banks, Sabrina D.	1,468.12
75353	5/28/2021	Basler, Joella	2,238.35
75354	5/28/2021	Betts, Robert G.	2,216.44
75355	5/28/2021	Betts, Teale M.	1,695.00
75356	5/28/2021	Black, David E.	2,580.28
75357	5/28/2021	Black, Sabrina L.	1,142.90
75358	5/28/2021	Boyd, Danielle N.	1,489.16
75359	5/28/2021	Bradley, Craig	2,001.19
75360	5/28/2021	Brahler, Monica J.	2,437.59
75361	5/28/2021	Brown, Amanda S.	152.67
75362	5/28/2021	Brown, Brenda R.	2,208.25
75363	5/28/2021	Brown, Donna R.	1,166.90
75364	5/28/2021	Capps, Tamara K.	2,231.60
75365	5/28/2021	Chamness, Virginia S.	995.37
75366	5/28/2021	Clark, Christopher A.	2,863.18
75367	5/28/2021	Clark, Lora L.	1,229.95
75368	5/28/2021	Cornelious-Weldon, Leslie A.	1,603.78
75369	5/28/2021	Crowe, Beth A.	1,582.28
75370	5/28/2021	Curphy, Kathleen	2,942.99
75371	5/28/2021	Davis, Evelyn D.	862.79
75372	5/28/2021	Dollins, Judith A.	1,647.37
75373	5/28/2021	Drury, Connie F.	2,343.02
75374	5/28/2021	Dudley, Tina M.	913.18
75375	5/28/2021	Dunlap, Stephanie M.	989.51
75376	5/28/2021	Fehrenbacher, Dwayne J.	2,147.15
75377	5/28/2021	Fontana, Sandy L.	2,438.43
75378	5/28/2021	Forthman, Emily B.	1,958.70
75379	5/28/2021	Frizzell, Timothy A.	1,979.96
75380	5/28/2021	Gerard, Anthony S.	2,701.66
75381	5/28/2021	Goforth, Charles B.	1,395.16
75382	5/28/2021	Gordon, Beatrice	837.66
75383	5/28/2021	Hamilton-Smith, Jacqueline	1,026.95
75384	5/28/2021	Harner, Ginger R.	1,698.64

**Shawnee Community College
Payroll Check and Advice Register
May 2021**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
75385	5/28/2021	Harris, Wendy D.	2,065.40
75386	5/28/2021	Herren, Jennifer K.	1,173.63
75387	5/28/2021	Hill, Tanya S.	1,702.57
75388	5/28/2021	Hines, Lorena M.	1,812.00
75389	5/28/2021	Howard, Eric	1,590.17
75390	5/28/2021	Ingram, Caleb W.	748.03
75391	5/28/2021	Jennings, Kelly D.	1,869.51
75392	5/28/2021	Jerrell, Ricky L.	1,148.79
75393	5/28/2021	Johnson, Lindsay B.	1,546.03
75394	5/28/2021	King, Erin R.	1,543.28
75395	5/28/2021	Koch, Donald N.	2,283.38
75396	5/28/2021	Lingle, Randy W.	1,950.16
75397	5/28/2021	Lucas, Robert	1,887.84
75398	5/28/2021	Malone, Sherrie D.	2,134.56
75399	5/28/2021	Mason, Gregory K.	2,278.58
75400	5/28/2021	McGinnis, Connie R.	2,208.21
75401	5/28/2021	McGoy, Karen M.	1,805.68
75402	5/28/2021	McNally, Michael	1,958.69
75403	5/28/2021	Meyer, Lisa F.	1,214.59
75404	5/28/2021	Meyers, Kaylyn L.	1,005.15
75405	5/28/2021	Morris, Joseph A.	2,351.14
75406	5/28/2021	Nicolaides, Ian A.	2,218.11
75407	5/28/2021	Pender, Derek S.	1,684.77
75408	5/28/2021	Price, Lisa L.	2,981.62
75409	5/28/2021	Reach, Mindy J.	1,340.76
75410	5/28/2021	Ribbing, Sheryl L.	1,967.30
75411	5/28/2021	Rouse, Felicia	1,365.78
75412	5/28/2021	Sander, Phyllis J.	2,575.31
75413	5/28/2021	Sauerbrunn, Kayla R.	1,794.55
75414	5/28/2021	Severs, Virginia L.	1,198.48
75415	5/28/2021	Shallenberger, Elizabeth	1,510.19
75416	5/28/2021	Sheffer, Amy L.	1,809.49
75417	5/28/2021	Shelby, Kristin N.	2,386.71
75418	5/28/2021	Sheppard, Gregory S.	1,657.65
75419	5/28/2021	Simpson, Stacy J.	1,181.43
75420	5/28/2021	Smith, Wanda R.	2,458.93
75421	5/28/2021	Smith-Fulia, Jesse R.	1,958.75
75422	5/28/2021	Sparks, John R.	1,906.31
75423	5/28/2021	Steinmetz, Rebecca L.	1,201.01
75424	5/28/2021	Story, Hayley M.	1,598.91
75425	5/28/2021	Stoup, William R.	1,780.94

**Shawnee Community College
Payroll Check and Advice Register
May 2021**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
75426	5/28/2021	Suggs, Amber	1,690.19
75427	5/28/2021	Taylor, Timothy	5,112.78
75428	5/28/2021	Teske, April Y.	2,323.79
75429	5/28/2021	Thompson, Chevis L.	1,246.13
75430	5/28/2021	Thornsberry, Ryan J.	1,913.38
75431	5/28/2021	Van Meter, Jonathan L.	1,479.77
75432	5/28/2021	VanAlstine, Lee F.	1,817.63
75433	5/28/2021	Vaughn-Doom, Anna	1,821.38
75434	5/28/2021	Vellella, Christopher A.	2,189.19
75435	5/28/2021	Walton, James L.	1,652.97
75436	5/28/2021	Whitnel, Brett P.	1,463.32
75437	5/28/2021	Williams, Michelle L.	851.76
75438	5/28/2021	Woods, Brandy S.	3,234.47
75439	5/28/2021	Woolridge, Robert E.	1,813.13
75440	5/28/2021	Wright, Christina D.	1,503.07
75441	5/28/2021	Ballard, Melanie T.	352.41
75442	5/28/2021	Brown, Halli M.	251.04
75443	5/28/2021	Burgess, Michael	1,032.72
75444	5/28/2021	Crites, Marilyn M.	1,045.78
75445	5/28/2021	Daley, Trishawna B.	167.29
75446	5/28/2021	Davis, Carrie B.	1,089.69
75447	5/28/2021	Devenny, Marianne	1,318.97
75448	5/28/2021	Earll, Mary E.	78.80
75449	5/28/2021	Farris, Dale A.	259.58
75450	5/28/2021	Fisher, Stephanie J.	527.52
75451	5/28/2021	Hannan, Rachel A.	644.53
75452	5/28/2021	Harris, Julian M.	108.95
75453	5/28/2021	Hayes, Stephanie	592.09
75454	5/28/2021	Hefner, Cynthia L.	940.53
75455	5/28/2021	Hefner, Monte K.	1,112.96
75456	5/28/2021	Henderson, Mildred R.	129.23
75457	5/28/2021	Honn, Gene A.	1,642.75
75458	5/28/2021	James, Shaian	167.29
75459	5/28/2021	Johnson, Harold C.	195.26
75460	5/28/2021	Johnson-Adams, Dora J.	698.75
75461	5/28/2021	Kern, Gracen E.	343.14
75462	5/28/2021	Kineman, Daniel L.	715.35
75463	5/28/2021	Korte, Rhea C.	581.22
75464	5/28/2021	Lewis, Jan F.	1,051.28
75465	5/28/2021	Matthews, Brittany R.	582.10
75466	5/28/2021	McGill, Joshua M.	135.92

**Shawnee Community College
Payroll Check and Advice Register
May 2021**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
75467	5/28/2021	McNichols, Randy J.	682.08
75468	5/28/2021	Miller, John P.	969.46
75469	5/28/2021	Prevallet, James W.	102.70
75470	5/28/2021	Rose, Jayla E.	313.66
75471	5/28/2021	Sanders, Jaiden E.	363.33
75472	5/28/2021	Sheppard, Gregory S.	245.72
75473	5/28/2021	Smith, Sherie S.	444.65
75474	5/28/2021	Stecher, Beverly A.	464.09
75475	5/28/2021	Thompson, Chevis L.	766.38
75476	5/28/2021	Toman, Sierra N.	167.29
75477	5/28/2021	Vines, Deborah	667.16
75478	5/28/2021	Woods, Aaron C.	643.24
75479	5/28/2021	Yewell, Sonia M.	1,070.94
		Total	587,694.12

June 14 2021
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S U M M A R Y C H E C K R E G I S T E R
FOR PERIOD STARTING: 05/01/2021 - PERIOD ENDING: 05/31/2021

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

-----CHECK-----			VENDOR		CHECK	VOID
NUMBER	DATE	STATUS	NUMBER	P A Y E E	AMOUNT	AMOUNT
0025245	05/03/21	Outstanding	0350809	Illinois TRIO	300.00	
0025246	05/04/21	Outstanding	0300072	State Universities Retirement	3,164.13	
0025255	05/07/21	Outstanding	0354519	The Board of Trustees of the U	1,600.00	
0025256	05/07/21	Outstanding	0354506	Brand Makers LLC	1,469.70	
0025257	05/07/21	Outstanding	0354389	D & D Equipment Sales, Inc.	49,986.17	
0025258	05/07/21	Outstanding	0354522	Martin's Sharp-All Shop	6,799.00	
0025259	05/07/21	Outstanding	0354520	A&O Foods	492.34	
0025260	05/07/21	Outstanding	0300013	Ameren Illinois	74.56	
0025261	05/07/21	Outstanding	0010234	American Library Association	300.00	
0025262	05/07/21	Outstanding	0159742	Richard L. Austin	5,690.00	
0025263	05/07/21	Outstanding	0350792	B&H Photo	713.56	
0025264	05/07/21	Outstanding	0350533	Big Johns	404.04	
0025265	05/07/21	Outstanding	0300210	Mr. Rodney Brugger	580.00	
0025266	05/07/21	Outstanding	0011896	Lynne M. Chambers	1,000.00	
0025267	05/07/21	Outstanding	0350502	Cheekos	609.27	
0025268	05/07/21	Outstanding	0300236	City of Metropolis	2,868.70	
0025269	05/07/21	Outstanding	0300117	Computer Discount Warehouse Go	251.60	
0025270	05/07/21	Outstanding	0300117	Computer Discount Warehouse Go	281.06	
0025271	05/07/21	Outstanding	0300117	Computer Discount Warehouse Go	281.06	
0025272	05/07/21	Outstanding	0300117	Computer Discount Warehouse Go	989.01	
0025273	05/07/21	Outstanding	0300117	Computer Discount Warehouse Go	428.79	
0025274	05/07/21	Outstanding	0300117	Computer Discount Warehouse Go	965.90	
0025275	05/07/21	Outstanding	0300117	Computer Discount Warehouse Go	52.64	
0025276	05/07/21	Outstanding	0300153	Dish Network	168.06	
0025277	05/07/21	Outstanding	0300159	Elsevier Health Science	252.46	
0025278	05/07/21	Outstanding	0300163	ESCO Institute	175.00	
0025279	05/07/21	Outstanding	0013750	Five Co. Regional Vocational S	2,974.02	
0025280	05/07/21	Outstanding	0300170	Fort Massac Water District	1,225.20	
0025281	05/07/21	Outstanding	0350472	Frontier	67.32	
0025282	05/07/21	Outstanding	0300176	Gazette Democrat	25.00	
0025283	05/07/21	Outstanding	0194178	Graphics Galore	198.00	
0025284	05/07/21	Outstanding	0067296	Douglas E. Halterman	160.00	
0025285	05/07/21	Outstanding	0350618	HPSO	140.00	
0025286	05/07/21	Outstanding	0350537	Illinois Heartland Library Sys	69.00	
0025287	05/07/21	Outstanding	0352812	JE Boyd Consulting	10,875.00	
0025288	05/07/21	Outstanding	0300231	Liberty Utilities Midstates	1,085.91	
0025289	05/07/21	Outstanding	0350515	Marianna	46.18	
0025290	05/07/21	Outstanding	0280196	Kaitlyn N. May	100.00	
0025291	05/07/21	Outstanding	0350479	MBS Textbook Exchange Inc	1,950.00	
0025292	05/07/21	Outstanding	0259542	Meredith Corporation	10.00	
0025293	05/07/21	Outstanding	0351130	Donald E. Murbarger	220.00	
0025294	05/07/21	Outstanding	0300253	NAPA Auto Tire & Parts	123.10	

June 14 2021
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S U M M A R Y C H E C K R E G I S T E R
FOR PERIOD STARTING: 05/01/2021 - PERIOD ENDING: 05/31/2021

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

-----CHECK-----						
NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0025295	05/07/21	Outstanding	0264364	Mariah L. Nesler	100.00	
0025296	05/07/21	Outstanding	0350763	Ogden Publications Inc.	18.95	
0025297	05/07/21	Outstanding	0350995	Old General Store Farm Market	89.37	
0025298	05/07/21	Outstanding	0300152	Paducah Sun	250.00	
0025299	05/07/21	Outstanding	0300149	Kevin R Braden - Treasurer	83.99	
0025300	05/07/21	Outstanding	0300144	Pilot Travel Centers LLC	540.46	
0025301	05/07/21	Outstanding	0300142	Pitney Bowes Inc.	897.00	
0025302	05/07/21	Outstanding	0352753	Lisa L. Price	18.37	
0025303	05/07/21	Outstanding	0300113	Regions Bank	4,459.81	
0025304	05/07/21	Outstanding	0300113	Regions Bank	1,280.68	
0025305	05/07/21	Outstanding	0300109	Reppert's Office Supply	52.26	
0025306	05/07/21	Outstanding	0271922	RLI	254.50	
0025307	05/07/21	Outstanding	0138384	Phyllis J. Sander	130.00	
0025308	05/07/21	Outstanding	0300098	Scantron Corporation	741.62	
0025309	05/07/21	Void	0350554	SCC Bookstore		3,311.75
0025310	05/07/21	Outstanding	0350554	SCC Bookstore	490.32	
0025311	05/07/21	Void	0350554	SCC Bookstore		259.00
0025312	05/07/21	Outstanding	0353594	Elizabeth Shallenberger	259.17	
0025313	05/07/21	Outstanding	0300087	SI Seed & Supply LLC	64.75	
0025314	05/07/21	Outstanding	0300086	Silkworm Screenprint Inc.	250.96	
0025315	05/07/21	Outstanding	0157070	Stacy J. Simpson	17.19	
0025316	05/07/21	Outstanding	0350741	SKC Communications Products	81,297.52	
0025317	05/07/21	Outstanding	0300078	Southern FS Inc.	103.58	
0025318	05/07/21	Outstanding	0082604	John R. Sparks	517.69	
0025319	05/07/21	Outstanding	0353621	St. Moritz Security Services,	8,775.88	
0025320	05/07/21	Outstanding	0300062	T & I Office Equipment	1,629.92	
0025321	05/07/21	Outstanding	0285436	Chevis L. Thompson	829.89	
0025322	05/07/21	Outstanding	0354523	Aaron Uhls	320.00	
0025323	05/07/21	Outstanding	0300050	UPS	81.91	
0025324	05/07/21	Outstanding	0300045	Vienna Times	5,115.00	
0025325	05/07/21	Void	0166056	David A. Voigt		116.00
0025326	05/07/21	Outstanding	0300034	West End Plaza	397.50	
0025327	05/07/21	Outstanding	0300027	WIBH-AM	110.00	
0025328	05/07/21	Outstanding	0350554	SCC Bookstore	133.91	
0025329	05/07/21	Void	0350554	SCC Bookstore		3,177.84
0025330	05/07/21	Outstanding	0350554	SCC Bookstore	93.24	
0025331	05/07/21	Outstanding	0166056	David A. Voigt	1,160.00	
0025332	05/10/21	Outstanding	0300182	Grand Rivers Community Bank	20,000.00	
0025333	05/10/21	Outstanding	0300182	Grand Rivers Community Bank	7,800.00	
0025334	05/10/21	Outstanding	0350451	AFLAC Attn Remittance Processi	504.06	
0025335	05/10/21	Outstanding	0350452	American Century Investments	165.08	
0025336	05/10/21	Outstanding	0350454	Bank of America HSA (Electroni	292.49	

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FOR PERIOD STARTING: 05/01/2021 - PERIOD ENDING: 05/31/2021

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

CHECK NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0025337	05/10/21	Outstanding	0167036	Bluecross Blueshield of Illino	39,317.56	
0025338	05/10/21	Outstanding	0300121	Continental American Insurance	36.41	
0025339	05/10/21	Outstanding	0300145	Delta Dental of Illinois-Risk	1,079.61	
0025340	05/10/21	Outstanding	0350453	EFTPS (Electronic Fed Tax Paym	93,775.16	
0025341	05/10/21	Outstanding	0300160	EMC National Life Company	13.63	
0025342	05/10/21	Outstanding	0350456	Fiduciary Trust Intl of the So	37.50	
0025343	05/10/21	Outstanding	0350455	Illinois Tax Pmt Program (Elec	22,643.61	
0025344	05/10/21	Outstanding	0350459	Kentucky State Treasurer	2,097.34	
0025345	05/10/21	Outstanding	0352912	Law Office of Brian S. Katz	230.97	
0025346	05/10/21	Outstanding	0351562	Saints Foundation	115.00	
0025347	05/10/21	Outstanding	0350462	The Anna-Jonesboro National Ba	1,439.87	
0025348	05/10/21	Outstanding	0300072	State Universities Retirement	48,745.00	
0025349	05/10/21	Outstanding	0300052	Sun Life Financial	1,035.63	
0025350	05/10/21	Outstanding	0300052	Sun Life Financial	211.80	
0025351	05/10/21	Outstanding	0300052	Sun Life Financial	354.64	
0025352	05/10/21	Outstanding	0300052	Sun Life Financial	218.70	
0025353	05/10/21	Outstanding	0300052	Sun Life Financial	91.46	
0025354	05/10/21	Outstanding	0300052	Sun Life Financial	562.87	
0025355	05/10/21	Outstanding	0300046	VALIC	25.00	
0025356	05/10/21	Outstanding	0300039	Washington National Ins. Co.	62.90	
0025357	05/11/21	Outstanding	0300072	State Universities Retirement	4,196.24	
0025358	05/13/21	Outstanding	0300072	State Universities Retirement	112.37	
0025478	05/14/21	Outstanding	0354506	Brand Makers LLC	238.81	
0025479	05/14/21	Outstanding	0354546	Clarus Corporation	1,000.00	
0025480	05/14/21	Outstanding	0350971	ACEN	1,495.00	
0025481	05/14/21	Outstanding	0054600	Gene A. Adams	160.00	
0025482	05/14/21	Outstanding	0352145	Almy Education Consulting, LLC	5,000.00	
0025483	05/14/21	Outstanding	0351209	American Heart Association	3,506.30	
0025484	05/14/21	Outstanding	0300028	Association of Community Colle	3,540.00	
0025485	05/14/21	Outstanding	0069842	Joella Basler	51.51	
0025486	05/14/21	Outstanding	0300068	Bushue Human Resources, Inc.	113.00	
0025487	05/14/21	Outstanding	0011624	Cairo Public Utilities	1,136.47	
0025488	05/14/21	Outstanding	0300091	Carolina Biological Supply Co.	309.40	
0025489	05/14/21	Outstanding	0300212	ILCARRICOTHERE, LLC	5,330.00	
0025490	05/14/21	Outstanding	0351666	Celloo Partnership	6,870.07	
0025491	05/14/21	Outstanding	0300104	City of Anna	919.40	
0025492	05/14/21	Outstanding	0300110	Clearwave Communications	3,604.56	
0025493	05/14/21	Outstanding	0300117	Computer Discount Warehouse Go	424.68	
0025494	05/14/21	Outstanding	0300117	Computer Discount Warehouse Go	74.70	
0025495	05/14/21	Outstanding	0300117	Computer Discount Warehouse Go	24.00	
0025496	05/14/21	Outstanding	0300117	Computer Discount Warehouse Go	52.64	
0025497	05/14/21	Outstanding	0300118	Connie Sue's Restaurant Corpor	2,376.75	

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

CHECK- NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0025498	05/14/21	Outstanding	0300206	Mr. Dana Cross	275.00	
0025499	05/14/21	Outstanding	0300127	Crowdus Maintenance & Cleaning	31,557.50	
0025500	05/14/21	Outstanding	0171896	Evelyn D. Davis	300.00	
0025501	05/14/21	Outstanding		Delta Theta Tau	75.00	
0025502	05/14/21	Outstanding	0259210	Trever M. Durapau	2,809.00	
0025503	05/14/21	Outstanding	0300158	Ellucian, Inc.	2,000.00	
0025504	05/14/21	Outstanding	0300165	Federal Express	131.62	
0025505	05/14/21	Outstanding	0350472	Frontier	371.80	
0025506	05/14/21	Outstanding	0351988	Gibbs Technology Leasing, Llc	630.05	
0025507	05/14/21	Outstanding	0194178	Graphics Galore	21.99	
0025508	05/14/21	Outstanding	0067296	Douglas E. Halterman	160.00	
0025509	05/14/21	Outstanding	0300194	Honey's Service Station & Tire	97.45	
0025510	05/14/21	Outstanding	0300195	Howard D Happy Company	362.61	
0025511	05/14/21	Outstanding	0351070	Illinois American Water	220.87	
0025512	05/14/21	Outstanding	0300201	Johnson, Schneider & Ferrell,	2,600.00	
0025513	05/14/21	Outstanding	0350993	KLG Grant Consultants	1,492.25	
0025514	05/14/21	Outstanding	0161368	Lake Land College	136.56	
0025515	05/14/21	Outstanding	0350497	Lowe's	623.15	
0025516	05/14/21	Outstanding	0350479	MBS Textbook Exchange Inc	370.46	
0025517	05/14/21	Outstanding	0300253	NAPA Auto Tire & Parts	1,423.38	
0025518	05/14/21	Outstanding	0237608	National Student Clearinghouse	595.00	
0025519	05/14/21	Outstanding	0350702	Orthopaedic Institute of South	30.00	
0025520	05/14/21	Outstanding	0300152	Paducah Sun	500.00	
0025521	05/14/21	Outstanding	0354187	Patterson Veterinary Supply, I	459.90	
0025522	05/14/21	Outstanding	0300146	Pick Up Mart	2,307.68	
0025523	05/14/21	Outstanding	0300138	Premier Fire Protection Inc.	132.50	
0025524	05/14/21	Outstanding	0352753	Lisa L. Price	312.07	
0025525	05/14/21	Outstanding	0300113	Regions Bank	1,522.22	
0025526	05/14/21	Outstanding	0078552	Kendall F. Reichert	208.58	
0025527	05/14/21	Outstanding	0300108	Republic Services	770.81	
0025528	05/14/21	Outstanding	0300101	Rustys Home Center	13.80	
0025529	05/14/21	Outstanding	0350553	SCC Auxiliary Enterprise Impre	815.63	
0025530	05/14/21	Outstanding	0350554	SCC Bookstore	580.07	
0025531	05/14/21	Outstanding	0300097	Scheffer Financial Services	12.28	
0025532	05/14/21	Outstanding	0134960	Amy L. Sheffer	75.60	
0025533	05/14/21	Outstanding	0350741	SKC Communications Products	17,138.10	
0025534	05/14/21	Outstanding	0228416	Sommer Lawn Care	1,714.00	
0025535	05/14/21	Outstanding	0300076	Southern Illinois Electric Coo	26,559.85	
0025536	05/14/21	Outstanding	0082604	John R. Sparks	286.99	
0025537	05/14/21	Outstanding	0353658	Tri State Food Bank, Inc	80.97	
0025538	05/14/21	Outstanding	0352996	Anna Vaughn-Doom	108.36	
0025539	05/14/21	Outstanding	0351812	Vernier Software & Technology	93.00	

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

CHECK NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0025540	05/14/21	Outstanding	0309413	Western Illinois University	500.00	
0025541	05/14/21	Outstanding	0300018	Xerox Corporation	710.97	
0025542	05/19/21	Outstanding	0350554	SCC Bookstore	771.24	
0025555	05/24/21	Outstanding	0354463	Trucks Inc	24,249.00	
0025556	05/24/21	Outstanding	0350908	ACI Payments, Inc.	523.15	
0025557	05/24/21	Outstanding	0054600	Gene A. Adams	160.00	
0025558	05/24/21	Outstanding	0265472	Jipaum S. Askew	100.68	
0025559	05/24/21	Outstanding	0350792	B&H Photo	82.20	
0025560	05/24/21	Outstanding	0354568	Nathan Bernacet	320.00	
0025561	05/24/21	Outstanding	0153884	Teale M. Betts	103.07	
0025562	05/24/21	Outstanding	0119084	Craig Bradley	56.68	
0025563	05/24/21	Outstanding	0351666	Cellco Partnership	1,750.50	
0025564	05/24/21	Outstanding	0353534	Moses Chikosi	1,500.00	
0025565	05/24/21	Outstanding	0350736	The Chronicle of Higher Educat	476.00	
0025566	05/24/21	Outstanding	0300117	Computer Discount Warehouse Go	57.76	
0025567	05/24/21	Outstanding	0300118	Connie Sue's Restaurant Corpor	160.00	
0025568	05/24/21	Outstanding	0300163	ESCO Institute	70.00	
0025569	05/24/21	Outstanding	0013750	Five Co. Regional Vocational S	3,433.92	
0025570	05/24/21	Outstanding		The National Kidney Foundation	50.00	
0025571	05/24/21	Outstanding	0350472	Frontier	33.73	
0025572	05/24/21	Outstanding	0277444	GradLeaders, Inc.	6,500.00	
0025573	05/24/21	Outstanding	0354572	Dennis Grah	160.00	
0025574	05/24/21	Outstanding	0351981	KFVS TV	935.00	
0025575	05/24/21	Outstanding	0173038	Gregory M. Harris, Sr.	160.00	
0025576	05/24/21	Outstanding	0300198	ICCTA	600.00	
0025577	05/24/21	Outstanding	0354449	Johnstone of Paducah	9,114.35	
0025578	05/24/21	Outstanding	0351003	KBSI-TV	2,355.00	
0025579	05/24/21	Outstanding	0161368	Lake Land College	1,636.80	
0025580	05/24/21	Outstanding	0300233	Maier's Tidy Bowl	176.00	
0025581	05/24/21	Outstanding	0353597	Lisa Meng	1,000.00	
0025582	05/24/21	Outstanding	0300248	Metropolis Planet	965.00	
0025583	05/24/21	Outstanding	0300249	Mississippi River Radio	1,000.00	
0025584	05/24/21	Outstanding	0353620	Mounds Stop & Shop	149.88	
0025585	05/24/21	Outstanding	0351188	Melvin Mulholland	120.00	
0025586	05/24/21	Outstanding	0300253	NAPA Auto Tire & Parts	338.44	
0025587	05/24/21	Outstanding	0351054	Orkin	85.00	
0025588	05/24/21	Outstanding	0300151	Pearson Education	3,524.61	
0025589	05/24/21	Outstanding	0300149	Kevin R Braden - Treasurer	60.59	
0025590	05/24/21	Outstanding	0300146	Pick Up Mart	1,244.76	
0025591	05/24/21	Outstanding	0300109	Reppert's Office Supply	477.05	
0025592	05/24/21	Outstanding	0350714	Shawnee Mass Transit District	16,768.76	
0025593	05/24/21	Outstanding	0020444	Shivelbines Music Store	191.24	

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

-----CHECK-----			VENDOR		CHECK	VOID
NUMBER	DATE	STATUS	NUMBER	P A Y E E	AMOUNT	AMOUNT
0025594	05/24/21	Outstanding	0300078	Southern FS Inc.	283.83	
0025595	05/24/21	Outstanding	0300261	Sparklight Business	160.36	
0025596	05/24/21	Outstanding	0353621	St. Moritz Security Services,	8,823.31	
0025597	05/24/21	Outstanding	0350498	Stericycle	47.21	
0025598	05/24/21	Outstanding	0300062	T & I Office Equipment	295.00	
0025599	05/24/21	Outstanding	0352210	TVeyes	2,000.00	
0025600	05/24/21	Outstanding	0300045	Vienna Times	2,220.00	
0025601	05/24/21	Outstanding	0166056	David A. Voigt	1,000.00	
0025602	05/24/21	Outstanding	0270926	Richard L. Wren	320.00	
0025603	05/24/21	Outstanding	0351093	WSIL TV-3 Inc.	2,740.00	
0025604	05/24/21	Outstanding	0300018	Xerox Corporation	562.97	
0025605	05/24/21	Outstanding	0300047	Yankee Book Peddler	76.90	
0025606	05/24/21	Outstanding	0300249	Mississippi River Radio	157.50	
0025607	05/25/21	Outstanding	0350451	AFLAC Attn Remittance Processi	504.06	
0025608	05/25/21	Outstanding	0350452	American Century Investments	135.08	
0025609	05/25/21	Outstanding	0350454	Bank of America HSA (Electroni	292.49	
0025610	05/25/21	Outstanding	0167036	Bluecross Blueshield of Illino	39,317.56	
0025611	05/25/21	Outstanding	0300121	Continental American Insurance	36.41	
0025612	05/25/21	Outstanding	0300145	Delta Dental of Illinois-Risk	1,100.95	
0025613	05/25/21	Void	0350453	EFTPS (Electronic Fed Tax Paym		29,025.79
0025614	05/25/21	Void	0300160	EMC National Life Company		13.63
0025615	05/25/21	Void	0350456	Fiduciary Trust Intl of the So		37.50
0025616	05/25/21	Void	0350455	Illinois Tax Pmt Program (Elec		10,914.00
0025617	05/25/21	Void	0350459	Kentucky State Treasurer		823.72
0025618	05/25/21	Void	0352912	Law Office of Brian S. Katz		230.97
0025619	05/25/21	Void	0351562	Saints Foundation		115.00
0025620	05/25/21	Void	0300072	State Universities Retirement		23,402.97
0025621	05/25/21	Void	0300052	Sun Life Financial		1,044.59
0025622	05/25/21	Void	0300052	Sun Life Financial		211.80
0025623	05/25/21	Void	0300052	Sun Life Financial		354.64
0025624	05/25/21	Void	0300052	Sun Life Financial		218.70
0025625	05/25/21	Void	0300052	Sun Life Financial		91.46
0025626	05/25/21	Void	0300052	Sun Life Financial		562.87
0025627	05/25/21	Void	0300046	VALIC		25.00
0025628	05/25/21	Void	0300039	Washington National Ins. Co.		62.90
0025629	05/25/21	Outstanding	0353312	Connected Solutions Group, LLC	136.00	
0025630	05/26/21	Outstanding	0350453	EFTPS (Electronic Fed Tax Paym	29,025.79	
0025631	05/26/21	Outstanding	0300160	EMC National Life Company	13.63	
0025632	05/26/21	Outstanding	0350456	Fiduciary Trust Intl of the So	37.50	
0025633	05/26/21	Outstanding	0350455	Illinois Tax Pmt Program (Elec	10,914.00	
0025634	05/26/21	Outstanding	0350459	Kentucky State Treasurer	823.72	
0025635	05/26/21	Outstanding	0352912	Law Office of Brian S. Katz	230.97	

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

-----CHECK-----						
NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0025636	05/26/21	Outstanding	0351562	Saints Foundation	115.00	
0025637	05/26/21	Outstanding	0300072	State Universities Retirement	23,402.97	
0025638	05/26/21	Outstanding	0300052	Sun Life Financial	1,044.59	
0025639	05/26/21	Outstanding	0300052	Sun Life Financial	211.80	
0025640	05/26/21	Outstanding	0300052	Sun Life Financial	354.64	
0025641	05/26/21	Outstanding	0300052	Sun Life Financial	218.70	
0025642	05/26/21	Outstanding	0300052	Sun Life Financial	91.46	
0025643	05/26/21	Outstanding	0300052	Sun Life Financial	562.87	
0025644	05/26/21	Outstanding	0300046	VALIC	25.00	
0025645	05/26/21	Outstanding	0300039	Washington National Ins. Co.	62.90	
0025646	05/27/21	Outstanding	0350678	John a Logan Men's Basketball	500.00	
0025669	05/27/21	Outstanding	0351061	A-1 Automotive Repair	404.23	
0025670	05/27/21	Outstanding	0350908	ACI Payments, Inc.	1,923.48	
0025671	05/27/21	Outstanding	0054600	Gene A. Adams	160.00	
0025672	05/27/21	Outstanding	0351035	Advanced Digital Solutions	38.48	
0025673	05/27/21	Outstanding	0354592	John T. Allen	220.00	
0025674	05/27/21	Outstanding	0351104	Anna Jonesboro Rotary Club	280.00	
0025675	05/27/21	Outstanding	0350792	B&H Photo	11.24	
0025676	05/27/21	Outstanding	0300068	Bushue Human Resources, Inc.	72.00	
0025677	05/27/21	Outstanding	0300212	ILCARRICOTTHREE, LLC	5,596.50	
0025678	05/27/21	Outstanding	0300117	Computer Discount Warehouse Go	282.02	
0025679	05/27/21	Outstanding	0300117	Computer Discount Warehouse Go	974.88	
0025680	05/27/21	Outstanding	0300117	Computer Discount Warehouse Go	1,433.19	
0025681	05/27/21	Outstanding	0300206	Mr. Dana Cross	275.00	
0025682	05/27/21	Outstanding	0300127	Crowdus Maintenance & Cleaning	23,800.00	
0025683	05/27/21	Outstanding	0067296	Douglas E. Halterman	160.00	
0025684	05/27/21	Outstanding	0351002	iSolved Benefit Servies	802.62	
0025685	05/27/21	Outstanding	0161368	Lake Land College	87.81	
0025686	05/27/21	Outstanding	0161172	National Assn of College Store	175.00	
0025687	05/27/21	Outstanding	0300138	Premier Fire Protection Inc.	617.30	
0025688	05/27/21	Outstanding	0300108	Republic Services	199.75	
0025689	05/27/21	Outstanding	0200636	David H. Roof	160.00	
0025690	05/27/21	Outstanding		Shelter Insurance Foundation	2,000.00	
0025691	05/27/21	Outstanding	0157070	Stacy J. Simpson	82.96	
0025692	05/27/21	Outstanding	0350741	SKC Communications Products	101,513.52	
0025693	05/27/21	Outstanding	0350741	SKC Communications Products	8,589.00	
0025694	05/27/21	Outstanding	0300062	T & I Office Equipment	393.94	
0025695	05/27/21	Outstanding	0285436	Chevis L. Thompson	690.18	
0025696	05/27/21	Outstanding	0300018	Xerox Corporation	61.99	
0025697	05/27/21	Outstanding	0350973	Xerox Financial Services LLC	402.00	
0025698	05/28/21	Outstanding	0300072	State Universities Retirement	3,205.48	
M183	05/20/21	Outstanding	0350510	Illinois Department of Revenue	207.00	

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GL ACCOUNT NO: 01-0-00-0000-111000

-----CHECK-----		VENDOR		CHECK	VOID
NUMBER	DATE	STATUS	NUMBER	AMOUNT	AMOUNT
			P A Y E E		
				-----	-----
				956,435.63	74,000.13
				=====	=====
				956,435.63	74,000.13

SHAWNEE COMMUNITY COLLEGE
ADDENDUM TO EDUCATION FUND

July 6, 2021

<u>Date</u>	<u>Vendor</u>	
5/31/21	Shawnee Community College Restricted Purposes Fund Ullin, IL 62992	\$200,000.00
	To make an inter fund loan from the education fund to the restricted purposes fund to cover shortage of funds.	

Chairman

Secretary

Date

Student Trustee Report

Shawnee hosted a Fun-Da-Mental basketball camp which was a success with over 25 kids participating.

An Ag Camp for youth was held on June 4th.

We held a graduation for our Adult Basic Education graduates.

Talking with students, many would like a clear answer about the current mask policy at Shawnee and how it will be handled in the near future.

Faculty Board Report

July 6th 2021

Several Faculty who teach summer classes have mentioned that the summer semester is off to a great start. Student focus seems to have increased based on attendance and enthusiasm. Students continue to be cooperative with wearing face mask, albeit, many comments about how much they look forward to when the mask will not be not required.

Many Faculty are also using the summer to refocus and plan/modify their fall classes. Several Faculty have mentioned how much they look forward to the Fall semester being more “traditional” as concerns for social distancing have lessened.

Members of the Faculty leadership team including myself are working with Administration in preparation for the Fall 21 HLC visit. We have a high degree of confidence that we as a college can show great improvement with regard to shared governance.
Yours in Education,
Ian Nicolaides, SCEA President

Math & Science Department

Roberta Christie, Connie McGinnis, David Black and Lori Armstrong have been meeting with consultant Kathy Almy to work on our developmental math program as well as the transitional math course with our high schools. David and Roberta are on the committee that will review 4 new high school submissions later this month that will allow the schools to start the new course. Sheryl Ribbing has spent many hours this June reorganizing the Chemistry laboratory. Older chemicals are in the process of being disposed of properly and newer improved laboratory activities/materials are being prepared.

Ian Nicolaides and Brenda Brown continue to design and plan laboratory exercises for the newly approved Anatomy & Physiology class offerings. Modern instruments and probe-ware are being tested for students to use in the lab to test physiologic responses to various activities/stimuli. Exercise physiology/sports performance serves as main theme in designing student labs.

BOT Division

May 17, 2021 – Anna Vaughn-Doom, Agriculture instructor, toured Flamm Orchards in Cobden, Illinois to learn more about their orchard farming techniques, including strawberry farming, and to collaborate with local farmers.

May 31-June 1, 2021 – Phyllis Sander, ACC/BUS/COM instructor, judged the PBL national competitors' prerecorded Business Financial Plan presentations for the 2021 National Leadership Conference.

June 4, 2021 – Anna Vaughn-Doom hosted Ag Camp for local school-aged children and their parents in the pavilion near the greenhouse. Children learned age-appropriate gardening tips, and planted flowers in pots to take home.

June 9, 2021 – Phyllis Sander participated in a WEAVE sponsored webinar titled "Change Makers in Assessment Culture".

Every Thursday during the month of June 2021, Phyllis Sander completed HLC training through the Cocurricular Assessment Online Seminar Series. Weekly readings and assignments were

completed. The assigned tasks were shared with the SCC Student Academic Assessment Committee for reflection and discussion. Concepts were presented in three modular areas:

- Defining Cocurricular
- Identifying and Mapping Outcomes for the Co-curriculum
- Methods and Strategies for Assessing the Co-curriculum

June 24-27, 2021 – Phyllis Sander, Phi Beta Lambda (PBL) sponsor, and SCC Nu Alpha Alpha Chapter PBL members virtually participated in the National Leadership Conference. Workshop sessions included

- Working with LinkedIn
- Using Tallo to connect with employers
- Internships
- Preparing and practicing an "Elevator Speech"
- Building the student's Personal Brand
- Reviewing resume by a panel of national experts

Humanities and Allied Health Departments

Reports differed until August Faculty Report



President's Report

July 6, 2021

Enrollment Update						
	Unrestricted Reimbursable Credit-Hours			Total Credit-Hours		
	FY 20	FY 21	Δ	FY 20	FY 21	Δ
Summer	3,498	2,818	-19.44%	3,716	3,142	-15.45%
Fall	11,183	10,651	-4.76%	13,078	12,435	-4.92%
Spring	11,849	11,909	0.51%	13,213	14,168	7.23%
Total	26,530	25,378	-4.34%	30,007	29,745	-0.87%
FY 21 Credit-Hour Budget Projection				28,078	Difference	1,667

*Data pulled from Final SRSU Report for FY 21 (i.e. this is the final enrollment numbers for FY21); State reimbursement is based on unrestricted reimbursable credit-hours.

The following events are noteworthy:

- On 06/02, met with Rob Sullivan, owner of the Vienna Automotive Center. Trustee McMahan, coordinated the meeting. The purpose of the meeting was two-fold. First, it was an opportunity for me to meet one of the local business owners in the community. Second, it was an opportunity to confirm the type of automotive training our graduates should attain in order to meet the needs of our local businesses. Mr. Sullivan confirmed that a well-rounded curriculum based on the Automotive Service Excellence (ASE) National Automotive Technicians Education Foundation (NATEF) skill standards are required for entry-level employment. In addition, Mr. Sullivan suggested that students with a strong background in computer drivability diagnosis and repair is preferred. Mr. Sullivan agreed to serve on our Automotive Technology program advisory committee, if asked. Mr. Sullivan's contact information was forwarded to our instructor, Derek Pender.
- On 06/03, attended the Illinois Community College Council of President's Zoom meeting. The Agenda included: Illinois Green Economy Network (IGEN) update, ICCTA update, ICCB update, Illinois Community College Foundation update, FY22 election of Officers, Legislative update, and COVID planning for fall term. The one topic of Board interest was related to fall COVID plans.

Essentially, each College shared their plans for mask requirements, vaccines, and social distancing. In terms of mask and vaccine requirements, most Colleges are not going to require masks or vaccinations – although some are anticipating legal issues. SVCC is incenting students to share the vaccination cards w/ \$100 (from HEERF) posted directly to student accounts.

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- Further, all College's said a majority of their employees will return to full-time on-campus work in the fall. In addition, remote policies will be developed with clear intention for serving students and a high-five mode of delivery (online, f2f, hybrid, simulcast, or virtual) was shared.

Finally, about 1/3 of all Colleges are returning to class size limits prior to COVID, with provisions for social distancing for the unvaccinated. The remaining College's said they will continue to study the issue and are hoping for further guidance from IDPH before deciding.

- On 06/08, hosted a Project BUILD (Businesses United in Leadership Development) meeting sponsored by the Coalition for Minority Businesses and the Small Business Development Center. The purpose of the meeting was to encourage and support minority-owned small business development throughout the region. Lynne Chambers, one of my Community Advisory members, helped organize the meeting. Dr. Mason and Brett Whitnel also attended the meeting.

During the meeting we stressed the College's commitment to assist minority business owners throughout the College's service region to grow and thrive. Throughout the session, business owners expressed their thoughts on the challenges they face with daily operations and expanded on the special challenges' minority-business owners face. Some of the challenges noted were:

- access to operating capital
- becoming certified to procure State and Federal contracts
- a need for a trained workforce
- union vs non-union labor
- business planning
- the importance of professionalism

At the conclusion of the session, we assured the business owners that we could help them overcome these challenges and thanked them for their participation. In addition, we asked each of the owners if they might be interested in serving on the College's Minority Business Council and all agreed to do so.

- On 06/09, I attended a meeting with Jerry Reppert (Owner, Reppert Publications and Reppert's Office Supply). The stated purpose of the meeting was to "get to know each other better." In general, the meeting went very well, and I believe relationships were strengthened. Both parties agreed to sort through recent purchasing and pricing issues associated with the Office Supply business.

- Facilitated the Shared Governance Committee meeting on 06/10. Topics included: Board Policy Governance Update, Strategic Plan Update, Shared Governance Committee Template Review, Weekly Calendar, and HLC Writing Team progress. Outcomes of interest are:
 - Policy Governance Update (Board) – Board Special Meeting results were shared. Tentative plan for Board Policy development was discussed. Anticipated outcomes of the Board policy process were shared.
 - Strategic Plan Update – Review of the Strategic Plan. Discussed framework and navigation. Asked for people to review and concentrate feedback on output/outcomes, resources, new credit-hours, deliverables, critical issues, and barriers.
 - Shared Governance Committee Template – Template was reviewed and approved. A shared governance manual will be drafted for consideration at the July meeting.
 - Weekly Calendar Idea raised – put on Cabinet meeting and discuss a process for moving forward.
 - HLC Writing Team – Dr. Giacomelli will draft introductory language and share with Dr. Shelby by 06/24. The Writing Team will review and make recommendations on 06/28.
- On 06/10, attended a meeting with Illinois Department of Corrections (IDOC) to review the College’s recent proposal. Participants from IDOC included Alyssa Williams (Chief of Programs and Support Services), Maria Miller (Manager, Office of Adult Education and Vocational Services), James Deen (Chief Financial Officer), and Jared Brunk (Chief of Administration). Shawnee participants included Jean Ellen Boyd, Dr. Mason, and Dr. Shelby. Here is a brief overview of the topics discussed:
 - Indirect costs – gradual increase to 9%. Year 1 – 8%, Year 2 – 8.5%, Year 3 – 9%
 - Disaster plan needed for the contract, but a simplified plan may be developed and finalized after the contract is finalized.
 - Quarterly certified payrolls needed.
 - Procurement will need to follow IDOC procedures.
 - For bargaining unit staff, 5% for instructors and Office Assistants to 6% each of the three years. Merit Comp can be the same, but final approval reverts to IDOC.
 - SCC’s intent is to retain all current Lake Land College (LLC) staff and they will be afforded earned CBA rights.
 - Implementation of new programs may take time and is expected.
 - IDOC will reach out to ICCB to verify how a 6-month extension or bridge contract will look for Shawnee and LLC.
 - IDOC will issue a draft contract for SCC’s Board to consider for the July or August Board Meeting.

As of the time of this writing, we have not received a draft contract from IDOC.
- On 06/15, I met with Monte Russell. The stated purpose of the meeting was to “get to know each other better.” In general, the meeting went very well, and I believe relationships were strengthened. Mr. Russell agreed to assist the College with efforts associated with the Minority Business Council and potentially become a trainer for the College.

- On 06/19, I facilitated (with Lynne Chambers) an event called the Juneteenth Virtual Art Show. The event focused on works from DeSande R. (Crown Act), Robert Ketchens (A Song from the Field), Mike Faris (Critical Race Theory), and Najjar Abdul-Musawwir (Anti-Racism and the Healing Process). The event was sponsored by the Chicago Community Trust, the Southern Illinois Community Foundation, Legacy Training, and Healing Illinois. The show was streamed over Facebook Live and I am told had over 5K viewers – the largest of all Healing Illinois events to date.
- On 06/24, Chris Clark and I met with Beck Simonds (President), Will Pyatt (General Manager), and Laura Wilson (Human Resources & Safety Manager) of ET Simonds Construction and Anna Quarries, Inc. The stated purpose of the meeting was to “get to know each other better.” In general, the meeting went very well, and I believe relationships were strengthened. Chris and I got an excellent tour of the Quarry and we identified several ways in which the College might partner with them in the future.
- On 06/28, met with the College’s HLC Shared Governance Writing Team and Dr. Giacomelli to review the first draft of the self-study. In general, the document contained a thorough history of the problem and a rough outline for future work on both HLC criterion 2C and 5B. Several pieces of evidence were shared with Dr. Giacomelli, including several draft Board policies, shared governance manual updates, annual Board Calendar, and a list of topics from the Board Policy Governance training in June. Dr. Giacomelli will update the document to include the work provided. Our next meeting is scheduled for July 27.
- As of 06/28, I have conducted 97 Meet-and-Greet meetings with the full-time employees. I have 9 more scheduled.

Contracts, Agreements, MOU’s, and Letters of Support signed

- **Kaplan Master Services Agreement** – provides learning materials for the Nursing programs. Attorney Schneider reviewed the agreement.
- **Sub-Award Agreement Between Shawnee Community College and John A. Logan College** – This document confirmed SCC as the grant administrator for the CTE Education Career Pathway grant and reimburses John A. Logan College for distance learning equipment outlined in the grant award.
- **The SI Bridges Grant** – a partnership with SIUC in a National Institute of Health grant that assists students and stipends for scientific research and training experiences.
- **Uniform Grant Budget Proposal** – a partnership with the Greater Egypt Regional Planning and Development Commission, Southern Five Regional Planning District and Development Commission, Southern Illinois University- Carbondale SBDC, Southern Illinois University Edwardsville SBDC, Southeastern Illinois College SBDC, and Mantracon to submit a regional proposal addressing DCEO's expansion of its Small Business Community Navigator program.

- **Inter-Governmental Grant Agreement between SCC and the State of Illinois, Department of Commerce and Economic Opportunity** – The College will receive \$85K to operate the SBDC.
- **MOU with Women Employed** – College will receive \$10K to develop a transitional math course.
- **Martin Hood Agreement** – Renews Audit Services for FY21.
- Requisition – Simple Syllabus, \$18,700 (CARES ACT Funds is used).
- Requisition – Travelers CC Services, \$6,895 (Renews annual Treasurers bond).
- Requisition – Krueger International, \$6,208.16 (Chair replacement for Library).
- Requisition – ICCTA Dues, \$4,165

Requisition – Ellucian, \$4,144 (Assist with the implementation of the HR Self-Service module.

Academic Affairs & Student Learning Report
Board of Trustees Report
July 6, 2021

Dean's Report

Dr. Shelby continues to work with faculty and staff on their ICCB 5-year Program Reviews. All but one high school has completed and returned dual credit request forms for the 2021-22 school year. Dr. Shelby submitted the FY22 Perkins V Local Application and Uniform Budget to ICCB on May 14. Work on projects under the Developmental Education Innovation Grant are ongoing with the Math and English Departments. The English Department has worked with SCC Tutor, Marilyn Crites, and Educational Technology Specialist, Rob Lucas, to develop the Level Up Reading Program. Students who test into ENG 047 have to the opportunity to complete the free, self-paced training modules in Moodle in hopes of scoring into the ENG 111 co-requisite once they retake the Accuplacer placement test. Dr. Shelby and the Transitional Math Local Advisory Panel, consisting of SCC math faculty Roberta Christie and David Black, and high school math teachers from Century and Massac Co. High Schools, have participated in Zoom trainings with Kathy Almy of Almy Education, on transitional math portability submissions. The College hosted another free training on transitional math for district high school math teachers and administrators on June 3, with Joppa, Anna-Jonesboro, Massac Co., Century, and Vienna in attendance.

Dr. Shelby and SCC math faculty have been invited to join the ASPIRE Project cohort funded by Women Employed (WE). SCC will become part of a cohort of 10 community colleges across the state to receive \$10,000 for participation in the Accelerating Student Progress and Increasing Racial Equity (ASPIRE) Project. Through the ASPIRE Project, WE build on the statewide developmental education task force convened by the Illinois Community College Board (ICCB) and the Illinois Board of Higher Education (IBHE) to provide resources and support for innovative strategies to determine college readiness, place more students directly into credit-bearing courses, and support their academic progress. This project aligns perfectly with the work SCC is currently doing with Kathy Almy on the Developmental Education Innovation Grant and will be a way to continue this work after the Grant ends in July.

Library/Technology

Rachel Hannan, library assistant, completed the University of South Florida Muma College of Business's *Diversity, Equity, and Inclusion in the Workplace* certificate program. Rachel also attended the webinar *Gen Stressed: Student Mental Health in the New Now*.

Our patrons requested and received 10 interlibrary loan items. We loaned 102 of our library items to other libraries to fulfill requests for their patrons.

Equipment returns (laptops, Jetpacks, graphing calculators, and webcams) were decent at the end of the spring semester, but there were still unreturned items.

The collection update continues. 28 new books were added in May, with dozens more in early June, to replace outdated or damaged titles. Of those, 13 were donated books for the new young adult section, designed to encourage recreational reading. The young adult section is now 64

books strong. Christina Faulkner, librarian, presented informational sessions on library resource usage and the importance of citation to several nursing classes during their orientation on May 17th.

The past few weeks, Rob Lucas, educational technology specialist, has provided technical assistance and support to faculty and staff in creating a course to help students improve their scores on the Accuplacer exam. He has also created (adapted from openly licensed sources) a course for new online students to take to prepare them for online learning. He hopes to pilot this course with selected students this fall.

In addition, he is preparing to lead Minecraft camp later this month and will assist with gaming camp before that.

Traditional classroom and interactive video classroom upgrades continue. When the fall semester starts all interactive video classrooms will be the same at the centers and main campus.

Instructors can make multipoint calls from any location that they want to teach from and they will have the same tools at each location.

Extension Centers Reports

Anna Center

The Summer semester began on June 1st. The Anna Center has thirteen classes this summer. Six courses are offered via Zoom at the extension centers, so students have the flexibility to attend in person or from their location. On June 7th and 14th, the Anna Baking Company offered an SCC Kids Camp to participants wanting to learn about cookie decorating. On June 8th, a CPR course was taught to local business employees. The Union County CEO board held their monthly meeting on June 15th. On June 29th, we had two 4-week classes begin.

Cairo Center

Although all at our center were saddened by the announcement of our Administrative Assistant, Dora Adams leaving, we are excited to announce that Jessica Edwards will take her place. Jessica graduated from Shawnee in 2019, and just received her bachelor's degree from Kentucky State University in May. Previously, she was a student worker and receptionist for SCC main campus.

On June 28th, our center will host a youth, t-shirt design, art camp from 10am-1pm.

Currently, with the assistance of Dr. Mason, our center plans to offer more community education and training courses as requested by members of the community throughout the summer.

Metro Center

Staff continued to enroll walk-in students for summer classes. A late start CNA (Certified Nurses Aid) class requested by Southgate Nursing and Rehabilitation Center in Metropolis was developed to certify five nursing assistants for Southgate and one additional student returning to the Metropolis area. Southgate is also hosting the clinicals for the Anna CNA class as well. The class will start on June 9, 2021. Currently, there are six (6) truck driving students in the Metro Center summer class. Early fall 2021 registration is continuing with high school and walk-in students as well.

The Metro Center will host an Art Camp on June 16th for students ranging in age from 11 to 14. CPR classes are continuing at the center on June 5th and 22nd. The cost for each first responders

card is only \$5 instead of \$35 plus their cards due to a grant secured by the SCC Center for Community and Economic Development and the Saints Foundation.

There were recruitment opportunities for the Metro Center during June. The Housing Authority of Metropolis has invited staff to participate in its first annual Block Party on June 16th. Also, Shawnee Development hosted Operation Healthy DELTA, with free basic wellness exams, optical exams, single-vision prescription glasses, and dental exams and procedures at Massac County High School, June 15 – June 21. Information on SCC enrollment will present at all times and periodically, recruiters will be present. Metro Center staff assisted in promoting the event by providing area elementary schools with over 380 flyers for students and emailing flyers to local churches and convenience stores. Metro Center staff also promoted SCC, CTE (Career and Technical Education) programs to both Massac County and Joppa high school students.

In addition to participating in the Rotary Club of Metropolis' food pantry in Brookport, the center is sponsoring the Metropolis Super Car Show

Vienna Center

Dr. Price and Teale Betts attended the Illinois Laborers' and Contractor's Joint Apprenticeship and Training Program (ILCJATP) graduation in Marion on June 1st. Food Sanitation class was taught by Jane Adams on June 19th. Teale Betts attended the virtual Chair Academy on June 21st through June 25th. Teale Betts attended the Vienna High School Registration Day on July 28th from 12 PM to 5 PM and July 29th from 7 AM to 12 PM.

Nursing

On May 17, 2021 an orientation workshop organized by April Dollins and Lorena Hines was held for the 2021-2022 cohort of practical nursing students. This new group of students have begun their summer nursing courses and are off to a great start. As we approach the deadline for ACEN accreditation, some of the nursing faculty continue to meet and work on the self-study, policies, etc. in preparation for the site visit expected in Spring of 2022. A virtual advisory board meeting for the nursing programs is scheduled for June 17, 2021 at 3:00 p.m.

Workforce Innovation, Adult Education & Continuing Education

Ms. Ginger Harner, Director of Adult Education & Alternative Instruction held a celebration on the main campus of students completing either their GED or high school diploma. There was a total of 31 completers, with 8 students participating in the ceremony. Dr. Taylor, Board member James Darden, and other members of staff and faculty, along with 60 guests were in attendance.

Ms. Sabrina Banks, the Delta Health Grant director is preparing to offer EMT (Basic) and EMR (First Responder) classes beginning in the Fall 2021 semester. She is working with the regional ambulance services and hospitals in the district to market the program, recruit students, and develop contracts for student clinicals. Ms. Banks is also working with Allied Health Division Chair Kayla Sauerbrunn, to have the college accredited to host Paramedic classes by Fall 2022.

The SBDC, University of Illinois Extension, and the Southernmost Illinois Delta Empowerment Zone (SIDEZ) continued planning for the 14th annual ELITE (Educate, Lead, and Inspire Tomorrow's Entrepreneurs) camp which will take place July 19-22. Approximately sixteen 7th, 8th, and 9th grade students will be participating in the four-day camp which concludes with

students doing a business plan presentation for award money on the final day.

Dr. Mason is leading the One Shawnee Small Business Entrepreneurship & Workforce Development Task Force that will provide recommendations for supporting existing small businesses in the region, provide recommendations for spurring entrepreneurship in the region by addressing the leading barriers to new business formation that currently exist, and create a plan and method for evaluating the current workforce development infrastructure within the region with a goal of fostering collaboration, new partnerships and streamlining education-to-career pipelines. One Shawnee is a non-profit community development organization with a vision for culturally and economically revitalizing the Ohio River and Shawnee National Forest regions of southernmost Illinois.

The SBDC at Shawnee Community College is partnering with Greater Egypt Regional Planning and Development Commission as part of a regional collaborative to strengthen outreach to underserved businesses (ethnic minorities, women, veterans, disabled, LGBTQ) communities under the SBA Community Navigator Pilot Program. Other partners include the Southern Five Regional Planning District and Development Commission, Southern Illinois University SBDC, SBDC for the Metro East at SIUE, and the SBDC at SIC. The initiative is expected to begin in July.

Dr. Mason and Brett Whitnel, Interim Director of the Small Business Development Center (SBDC) hosted a meeting of the CREATE BRIDGES (Celebrating REtail, Accommodations, Tourism, and Entertainment by Building Rural Innovations and Developing Growth Economies) partners. The CREATE BRIDGES initiative engages regional businesses, state and local government, local agencies, educational institutions, and community-based organizations in developing and supporting the area's retail, entertainment, lodging, and tourism industries.

Dr. Taylor met with several minority business owners and contractors to discuss their business and workforce development needs, and how the college can assist in their economic development. The business owners also heard a presentation on how to become certified to procure government contracts.

Jean Ellen Boyd
Interim Vice-President Academic Affairs

July 6, 2021
Date

**Student Success and Services Division
Board of Trustee Report
July 6, 2021**

Admissions

Danielle Boyd—Registrar

The Spring 2021 graduation numbers have been finalized. There were 313 completions awarded this spring. For Spring 2020, 302 completions were awarded.

Danielle Boyd and Stephanie Dunlap continue to work with Marianne Devanny to build communication flows in Colleague.

Advisement and Recruitment Report

Erin King

The Summer semester is underway, and registration for the Fall semester continues. Advisors and Extension Directors are available for face-to-face, Zoom and telephone appointments. High School graduates were sent congratulations cards with reminders that SCC is here for them no matter what their next step is and that we want to assist them in any and every way. Prospective students are also beginning to visit campus in groups and as individuals. Erin King has been working on plans for New Student Orientation for the fall semester, both in-person and online. King is an IDEA team member for the *CISTEME365 (Catalyzing Inclusive STEM Experience All Year Round)* program which begins June 15.

Athletics

John Sparks—Athletic Director

Men's Basketball has had 4 of its eight sophomores sign scholarships to the next level. The Latest is Tyreek Montgomery, who will be signing with Bethel University in McKenzie, TN. Tyreek led the SAINTS in scoring his FR year and started 14 out of 18 games this past season, averaging 6.4ppg 1.9rpg and 1.8apg. He connected on 32% of his 3FG's and was 81% from the free-throw line.

The John Sparks Fun-Da-Mental Basketball Camp for boys and girls is scheduled for June 14-16th. This three-day camp will have kids from 3rd - 8th grade and is sponsored once again by Russell Electric of Metropolis, IL.

Women's Basketball sophomore, Breon Oldham, will be attending Cumberland University in Lebanon, TN, next fall on an athletic scholarship. Camryn Mitchel of Tamms, IL, will transfer from John A. Logan, where she started the majority of the season for the Lady VOLS. Camryn had season highs against Vincennes (22pts) and Rend Lake College (22pts).

Baseball is in full swing, evaluating and recruiting for the 2021-22 season.

Lady SAINTS Softball has a new Head Coach, Kyle Smith. Kyle is working hard at recruiting and rebuilding the program while finishing up his season with the Lady Patriots at Massac County, where he is the assistant softball coach.

The **Volleyball** team is finishing up recruiting and scheduling for the 2021 season.

In-District Update

Men's Basketball - John Sparks

1. Kyler Smith - Massac County (signed)
2. JJ Sweat - Massac County (offered)
3. Julian Russell - Massac County (re-signed)
4. Christian Trexler - Egyptian (Academic Scholarship)

Women's Basketball - Chevis Thompson

1. Camryn Mitchell - Egyptian HS (JAL Transfer - signed)
2. Emma Rush - Vienna (Offered)
3. Addison Bent - Vienna (Offered)
4. Madison Calvin - Metropolis, IL (Offered)

Softball - Kyle Smith

1. Miley Kwiatkowski - Goreville (signed)
2. Brianna Penrod - Vienna (re-signed)
3. Megan Theis - Dongola (re-signed)
4. Kaylee Batha - Massac County (walk-on Val.)
5. Cali McGraw - Massac County (offered a walk-on at USI)
6. Jabre Solomon - Century (offered Val.)
7. Jenna Bunting - Massac County (offered, signed w/ SIC)

Volleyball - Melanie Ballard

1. Carli Juncker – Century (Re-sign)
2. Daisha Carthell – Egyptian (Walk-on)
3. Destiny Woodworth – Cairo (Re-sign)
4. Hallie Martin – Goreville (Re-sign)
5. Izabella Dillingham – Egyptian (Walk-on)
6. Kirsten Pitts – Shawnee (Re-sign)

Career Services

Leslie Cornelius-Weldon—Career Services Coordinator

Career Services continues to work with students on career plans, resume assistance, job search, and interviewing skills. In June, the office has helped six students/community members with resume assistance. In addition, the career Services office has reached out to 12 local employers about job postings, employment and training needs, job shadowing, and internship opportunities. The career services coordinator covered the Cairo Center for June 14 through June 18 and attended the second week of the Chair Academy Leadership training (virtual) from June 21 through June 25. Attend the S7HD policy council meeting on June 23. Workkeys training on June 28, 2021.

Attended a zoom workshop attended on June 9 on A degree and a Credential: The best of both worlds." Sent all graduates a copy of the graduate survey via email. Also sent all graduates a postcard from career office reminding them of services provided.

Completion Coach

Carrie Davis

Carrie has continued working as an advisor, filling in for Amanda Brown. The past month has been focused on getting students registered for the summer and fall semesters. She has been completing degree audits and long-term plans for students that she has met with. Along with Shelby Adkinson, she went to Cairo and Egyptian High Schools to present scholarships to their high school seniors. Carrie has also continued her work with "The Cupboard." This past month has reminded students that this service is still being offered throughout the summer semester to current students. She also worked with other advisors in helping to send out cards congratulating high school seniors on their recent graduations and reminding them that SCC is here for them.

Counseling

Monica Brahler-Admissions, Recruitment, Advising/Counselor

Ms. Brahler is continuing to interview students for the ambassador scholarship. The following schools have Ambassador scholarships available. A/J-1 available, Cairo-1 available, Dongola-1 available, Egyptian-1 available. The ambassador group concluded their spring semester's diversity, equity, and inclusion topics to complement and enhance their leadership skills.

Ms. Brahler monitored final spring grades to complete all prerequisite courses successfully and submitted grade analysis for spring and summer intersession courses.

Ms. Brahler is coordinating the application process for fall entrance to the SICCM programs. She also participated in preparing recruitment postcards that were sent to our area high school seniors.

Financial Aid

Tammy Capps—Director of Financial Aid/Veterans

Financial Aid awarded \$17,342 SEOG (Supplemental Educational Opportunity Grant) to 20 students for the 2020-2021 award year, participated in night registration for Summer 2021 on June 1, completed work-study job contracts for students for Summer 2021, and processed appeals for Summer 2021 and notified students regarding their results through email.

Financial Aid also continually assists students with FAFSA completion, verification information, professional judgment information, dependency overrides, and all other students' questions for summer 2021 and the 2021-2022 financial aid award year.

Pell Status Day was June 24. Reviewed scholarships and waivers and adjusted amounts to match their current enrollment status.

Student Clubs

Phi Beta Lambda

Phyllis Sander

The Phi Beta Lambda National Leadership Experience Virtual Conference was spread throughout the month of June. Kaitlyn May completed competitive event Business Communication objective and production exams as well as role-played live for Job Interview competitive event. Bethany Bell presented live for Digital Social Media Challenge competitive event. Phyllis Sander and SCC Nu Alpha Alpha Chapter Phi Beta Lambda members participated in the National Leadership Conference virtually. Workshop sessions included: Working with LinkedIn; Using Tallo to connect with employers; Internships; Preparing and practicing an "Elevator Speech;" Building the student's Personal Brand; and Reviewing resume by a panel of national experts.

Phi Theta Lambda

Craig Bradley

The Phi Theta Kappa Illinois Regional Convention was held on June 4th and 5th virtually. There were numerous meetings on student engagement, scholarships, and advisor training. Past President Sharon Brashear received a hall of Honor award, and Craig Bradley received the Illinois Region's Most Distinguished Advisor Award. Alpha Lambda Epsilon Chapter was also recognized with the Five-Star Chapter Award.

Student Senate

Erin King

River Radio is partnering with Student Senate to host a Red Cross Blood Drive on June 24; this will be the first drive back inside the building! Updates to the Senate Constitution and By-Laws are in progress. Activity and event planning for the next school year are ongoing, and an emphasis is being placed on bringing our community "back together" as much as possible.

Student Success Center

Mindy Ashby—Director of Student Success Center

[Return to Agenda](#)

The Student Success Center staff have been meeting regularly to plan events for the Fall 2021 semester. The SSC Professional English/Writing Tutor, Marilyn Crites, assisted in developing and piloting the Level-Up Reading Program. The Program was designed to improve developmental reading skills by utilizing self-paced study guides that include videos, interactive lessons, and one-on-one tutorials. Students in the Program were also introduced to the Moodle platform. To date, five students enrolled in the Level-Up Reading Program. The Director of the SSC, Mindy Ashby, and the professional tutoring staff met on June 9, 2021, for Google Drive training to improve the ease and accessibility of time-sensitive data.

The SSC Testing Center hosted the Egyptian High School Sophomores and Juniors on May 27, 2021. Students took the Accuplacer and discussed educational opportunities at SCC. The Testing Center administered the SAT on Saturday, June, 5, 2021, and the ACT Saturday, June 12, 2021. The Testing Center will be conducting several new certification exams this summer for Healthcare professionals.

Mindy Ashby and Kaylyn Meyers earned the Diversity, Equity, and Inclusion in the Workplace Certificate, issued by the University of South Florida Office of Corporate Training and Professional Education. The 7-week course was designed for participants to, "learn how building and growing a workforce that includes differing races, religions, ages, genders and sexual orientations, and persons with disabilities can not only improve broad society issues but can also help companies develop novel business practices, increase revenue, and improve performance."

Student Support Services

Amber Suggs—TRiO Student Support Services Director

The Student Support Services (SSS) will host our first summer activity with a trip to the University of Tennessee Martin and the Discovery. This event will cover transfer and cultural components.

Mindy Reach Retention Specialist completed TRiO Priority 4 Training. The SSS team completed a social media training by TRiO Professionals from the University of Toledo and Notre Dame College.

SSS has begun planning for the 2021-2022 school year.

TRiO Educational Talent Search

James Walton - Assistant Director/Academic Specialist

Talent Search staff is currently recruiting students and enrolling for upcoming STEM workshops. ETS will be assisting U of I Extension Center as judges in their 4 H competitions in Alexander, Johnson, Massac, Pulaski, and Union counties. James Walton and Chevis Thompson presented recruitment and financial workshops at Goreville Jr. High School and Joppa Jr/Sr High School. James administered and created a Minute-To-Win-It currency workshop for Maple Grove, Cairo, and a virtual workshop with Brookport Elementary. After reviewing the Banzai summary report, James made contact and created 393 new student users. Chevis has 45 new TRiO student

applications submitted and is currently following up with several parents to complete the final step of signing release forms.

Vice President of Student Success and Services

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

The SCC Strategic Plan 2021-2025 has been put in place for the Student Services team and they are ready for this chapter of the Shawnee Community College story. Immediately after the plan was introduced to the board, the Student Services team met to review the plan and began formulating strategies for goal achievement and data collection.

The team also met to brainstorm new and creative recruitment ideas and develop a calendar of recruitment and retention events. Discussed opportunities for training for all staff as well.

Dr. Price was made aware of a grant opportunity through the University of Illinois Grainger College of Engineering and funded by the National Science Foundation. With a due date in four days, Dr. Price contacted Division Chair Lori Armstrong to inquire about her interest in participating in the grant, and Lori quickly said yes. With the blessing of Dr. Taylor, the two applied for the *Catalyzing Inclusive STEM Experiences All Year-Round* grant. Grant requirements included naming a four-person team that will participate in virtual and in person professional development. The team agreed to strengthen the Math and Science Club (STEM) and will receive curriculum, equipment, and materials to carry out the project. The cost to SCC was staff time. The IDEA team members are Lori Armstrong, Erin King, Sheryl Ribbing, and Roberta Christie.

Dr. Price earned the Diversity, Equity, and Inclusion in the Workplace Certificate, issued by the University of South Florida Office of Corporate Training and Professional Education.

Dr. Lisa Price

Vice President of Student Success and Services

7/6/2021

Date

**Financial and Campus Operations
Board of Trustees Report
July 6, 2021**

State Payment Update

The state currently owes for June Equalization and Base Operating.

Facilities Department

The facilities department continues to work on summer maintenance items. Met with the Capital Development Board and architects to review and discuss plans for the gymnasium project.

Supervised the transition to the new vending services.

Business Service Department

The business department has been preparing for the fiscal year end. Processed the blanket purchase order for the upcoming new fiscal year. The Director attended an ICCCFD zoom meeting. Began the process of scheduling the conversion of Colleague employee web advisor to self-service. Continued work on the College's FY22 budget with the President. The SURS defined contribution plan has been implemented, with enrollment available on June 1st.

IT Department

The IT staff upgraded the web hosting to increase website speed and responsiveness. Replaced the PC's and monitors in the Anna Center computer lab. Replaced all online database links to point to the new OpenAthens system. Recreated the College's letterhead to make it easier to edit. Installed the 3D printing laptops for the Talent Search Program. Assessed the truck driving computer lab to plan for upgrades. Created a job listing webpage that allows the human resource department to post positions. Created the webpage for the Kids Camp registration. Cloned the Colleague production to test, liveSim, and hrtest. Upgraded the Colleague Self Service to 2.31, WebAPI to 1.31, and Nelnet. Corrected issues with the CROA system and MBS flat-file. Worked on the strategic plan with administrators. Gathered old equipment for recycling. Made changes to courses within Colleague per ICCB guidelines. Created Level Up courses and some non-credit courses. Attended the admission policy meeting, community assembly, Level Up meeting, construction laborer meeting, and the summer scheduling meeting. Generated reports for the strategic plan, program review, and SARA.

Human Resources

Continued recruiting for Director of Nursing, Vice President of Academics Affair, and the Vice President of Financial and Campus Operations open positions and have placed advertisements on the following sites: SCC Website, Indeed, SCC Facebook, HigherEd Jobs, Handshake, The Chronicle, ICCTA, IASBO, CCBO, ICCCFD, ICCCATC, WKCTC, Three Rivers Community College, SEMO, Murray State, and Four Rivers SHRM. Worked with IT on a new job platform for the College's website which allows human resources to post positions and close them as filled instead of requesting IT to make that website change.

Bookstore

Began training new bookstore assistant and completed buybacks for spring semester. Book sales for the summer semester began on May 24th. Students have utilized the online purchasing option that is now available.

Brandy Woods

Brandy Woods

Director of Business Services and Interim Vice President of Financial and Campus Operations

PR & Marketing Summary

Google Analytics-

Google Analytics reporting for the period ending June 15, 2021 indicated the number of users to our website was 8,066. Currently our generated traffic from Google Ad placement results are as follows for May 10th – June 15th:

1006 - Clicks on our Google Ad 42 – Phone calls 6 Request for Information

The top 3 locations by state for views during this reporting period continues to include:

Current Month		Previous Month
Illinois	3,576	5,943
Missouri	1,614	1,838
Kentucky	511	565

During this period the breakdown for top five pages most frequently visited on our website are www.shawneecc.edu/:

/academics/programs	1764
/jobs	1,066
/admissions	873
/academic catalogs	707
/athletics/men's-basketball	630

Facebook Analytics

Date	Daily New Likes	Daily Unlikes	Daily Total Reach	Weekly Total Reach	28 Days Total Reach
5/10/21	2		3636	14145	27209
5/11/21	3		5014	15024	27683
5/12/21	3		3815	15896	28623
5/13/21	3		3113	16260	29020
5/14/21	3	1	7322	19306	32659
5/15/21	3	1	6139	19648	34651
5/16/21	2		3145	20218	35641
5/17/21			3386	20304	36633
5/18/21	1		5570	21114	38027
5/19/21	2	1	6185	22244	39719
5/20/21	4		5411	23495	39893
5/21/21	1		4560	21769	40309

5/22/21	1	1	3370	20413	40673
5/23/21	1	1	4588	20260	41726
5/24/21	2		4275	20363	42677
5/25/21	2	1	5026	19177	43066
5/26/21	2	1	3284	17196	42860
5/27/21	1		2681	15780	43304
5/28/21	1	1	2213	14396	43492
5/29/21		1	2155	14111	43311
5/30/21	1		2071	12614	43164
5/31/21	2	1	1852	11350	42801
6/1/21	1		1114	9137	42062
6/2/21		1	1554	8157	41614
6/3/21	1		2074	7378	41366
6/4/21		1	2487	7379	41095
6/5/21			1998	7352	39919
6/6/21	1		3045	7770	39920
6/7/21	2	1	2009	7799	39528
6/8/21			1282	7714	38607
6/9/21	1		1355	7459	37668
6/10/21	3	1	1905	7487	37365
6/11/21	1		1422	7096	34472
6/12/21	2		889	6695	32319
Totals	52	14	109945	486506	1303076

Traditional Media Sources: (Includes Television Online Articles, Radio & Newspapers)

Date	Headline	Source	Reach	Desktop Reach	Mobile Reach
11-Jun-2021 09:00AM	Cairo High School	Thesouthern.com	146003	41694	104309
10-Jun-2021 12:16PM	Neely, Lindquist, Williams to compete at Miss Illinois	Metropolis Planet	7489	2574	4915
10-Jun-2021 12:16AM	Prep Wrap-up	Metropolis Planet	7489	2574	4915
10-Jun-2021 12:16AM	What's Happening	Metropolis Planet	7489	2574	4915
10-Jun-2021 12:16AM	College News	Metropolis Planet	7489	2574	4915
10-Jun-2021	SCC selects Massac	Metropolis	7489	2574	4915

12:16AM	County's Smith as Lady Saints Softball head coach	Planet			
28-May-2021 06:42PM	Demand for new employees in southern Illinois on the rise	WSIL-TV	238681	40394	198287
28-May-2021 10:04AM	SIU, Shawnee Community College sign agreement	Sun Times News	11176	1748	9428
28-May-2021 06:57AM	SIU, Shawnee Community College sign new transfer agreement	WJPF-AM	958	472	486
27-May-2021 03:55PM	SIU And Shawnee Community College Form Reverse Transfer Agreement	WSIU News	8115	3620	4495
27-May-2021 02:30PM	SIU, Shawnee Community College sign reverse transfer agreement	Thesouthern.com	155843	44421	111422
27-May-2021 11:51AM	SIU, Shawnee Comm. College agreement allows students to earn two degrees	WSIL-TV	238681	40394	198287
27-May-2021 11:13AM	SIU and Shawnee Community College sign degree agreement	KFVS 12	312013	67511	244502
27-May-2021 01:17AM	What's Happening	Metropolis Planet	5860	2496	3364
27-May-2021 12:17AM	SCC Board of Trustees honors retiring members	Metropolis Planet	5860	2496	3364
24-May-2021 06:22PM	Heartland officer describes changes between community, I	KFVS 12	312013	67511	244502
24-May-2021 12:00AM	The College Report: Ex-Panther Radtke Takes Shot Put Title	The Journal News	12612	4768	7844
21-May-2021 08:45PM	WBU sets basketball camps	Paragould Daily Press	779	555	224
20-May-2021	McIntosh signs with Shawnee	Metropolis Planet	5860	2496	3364
20-May-	What's Happening	Metropolis	5860	2496	3364

2021 12:16AM		Planet			
18-May- 2021 01:34AM	Local students celebrate the end of one journey	The Benton Evening News	1088	186	902
18-May- 2021 01:17AM	Local students celebrate the end of one journey	Randolph County Herald Trib	401	361	40

Traditional Television Coverage

This data reflects the amount of coverage we received that was not purchased with marketing dollars. The numbers used to calculate the value of this coverage is based on the number of viewers reached and the cost per minute of advertising in our local market which fluctuates based on time of day, programming etc. in accordance with Neilson Rating Standards.

Date	Outlet	Title	Local AdValue	LocalViewership
5/18/2021 4:38	KFVS (CBS)	The Breakfast Show	\$235.18	6962
5/19/2021 6:36	WPSD (NBC)	Local 6 Today	\$327.29	8013
5/20/2021 18:05	WSIL (ABC)	News 3 News at 6	\$1,381.40	46962
5/21/2021 5:07	WSIL (ABC)	News 3 News This Morning	\$26.45	74
5/21/2021 6:32	WSIL (ABC)	News 3 News This Morning	\$27.95	1516
5/24/2021 18:05	KFVS (CBS)	Heartland News @ 6	\$1,302.59	29415
5/24/2021 18:40	WSIL (ABC)	News 3 News at 6:30pm	\$1,328.67	46559
5/25/2021 6:15	WSIL (ABC)	News 3 News This Morning	\$4.49	363
5/27/2021 17:05	KFVS (CBS)	Heartland News @ 5	\$1,125.54	29677
5/27/2021 17:22	WPSD (NBC)	WPSD Local 6 at Five	\$979.29	27777
5/27/2021 21:07	KBSI (FOX)	Heartland News at 9 on Fox23	\$614.55	7362
5/27/2021 22:05	WSIL (ABC)	News 3 News at 10	\$1,156.94	22546
5/28/2021 5:34	WSIL (ABC)	News 3 News This Morning	\$27.95	1516
5/28/2021 5:38	KFVS (CBS)	The Breakfast Show	\$586.85	17562
5/28/2021 6:35	WSIL (ABC)	News 3 News This Morning	\$27.95	1516
5/28/2021 8:27	WSIL (ABC)	Good Morning America	\$283.59	11959
5/28/2021 22:28	WSIL (ABC)	News 3 News at 10	\$1,710.54	39107
5/31/2021 6:34	WSIL (ABC)	News 3 News This Morning	\$29.10	880
5/31/2021 18:39	WSIL (ABC)	News 3 News at 6:30pm	\$1,328.67	46559
6/1/2021 6:39	WSIL (ABC)	News 3 News This Morning	\$4.49	363
6/10/2021 18:34	WSIL (ABC)	News 3 News at 6:30pm	\$1,287.97	42407
6/11/2021 5:06	WSIL (ABC)	News 3 News This Morning	\$26.45	74
		TOTALS	\$13,823.85	389169

Synopsis This month we obtained free television coverage on all three local affiliates, ABC,

[Return to Agenda](#)

CBS, and NBC Our television news coverage report indicates that the value of the coverage during this period was \$13,823.85 Stories this month included information about our Criminal Justice Program, multiple stories on trucking and transportation in general. We are developing a good relationship with some of our local stations and get pulled in for expert opinion on stories that are outside of the normal SCC story lines. We also received coverage on the new SIU partnership. If you ever miss a news story, please consider visiting the SCC Facebook page. We park the news overage there and they can be reviewed after initial airing.

Radio, television newspaper, and streaming ads are continuing at this time.

Saints Foundation - July 2021

The Saints Foundation was pleased to welcome three new members to our Board of Directors. An orientation session was held with Steve Bundy of aeriz, Sherry Wessel of Harrah's and Mike Ulen of Ulen Farms. All are excited about their opportunity to help students through their support of the Saints Foundation. We are blessed to have their involvement and talents on our Board. We are also excited to have John Windings as our Trustee Liaison and proud to have his support of the Saints Foundation.

Scholarship review and selection is nearing completion for the 2021 Fall and 2022 Spring terms. We are excited about the financial support we are receiving from donors to help our students. Their passion is unmatched and is instrumental in helping our students achieve their educational goals. Here are just some of the responses we have received from students showing their appreciation of what a scholarship means to them personally.

Dear Rotary Club of Metropolis,

I am writing to thank you for selecting me for the Rotary Club of Metropolis scholarship to Shawnee Community College. As I continue my educational goals through SCC your scholarship will help me not struggle as much financially. Through SCC I plan on working towards getting my BSN to then later become a nurse practitioner. This scholarship is going to help me save more money for my future outside of SCC and not have as much financial debt. Lastly, I want to thank you one last time for helping me get closer to achieving my dream ever since I was a kid of becoming a nurse practitioner.



Cairo Horizons

I would like to thank you from the bottom of my heart for being accepted for this scholarship. I plan on using it to further my education in the Surgical tech program provided at Shawnee Community College. I have had a hard time adjusting but this scholarship lets me know that I am on the right path in my journey. I once again would like thank you for this again.



The Saints Foundation Board of Directors approved their Strategic Plan for 2021-2022. Major goals include maintaining the Donor Data Base and Scholarship Data Base and to build on those for the future. Scholarship support will remain a key focus for the Foundation with additional effort placed on bringing scholarship recipients and donors together to build mentorship opportunities. Many of our new scholarships are adding an Internship opportunity to provide an increased hands-on educational experience to the scholarship recipient. A special thanks to Rob Betts for capturing several of these students and donors on video so we can share their passionate messages.

The Saints Foundation has included in its plan the review of the SCC Strategic Plan once it is finalized and released. The Foundation Board will review the plan and work to identify area(s) where it can best lend financial support to achieve those Strategic Plan goals. We look forward to working collaboratively with the College in making the Strategic Plan become a reality.

Student and Employee support will remain a priority through funding and promotion of the Student and Employee Support Fund. Hopefully the fund won't be needed, but in the event that a student or employee has an emergency hardship arise we want to be positioned to be of support. Classroom Mini-Grants for faculty have been well received and will continue in 2021-2022

The Foundation is planning for our August 20th Annual Meeting.

ICCTA Board Highlights

Notes from the ICCTA Board of Representatives' June 4-5, 2021 convention and annual meeting, held in person and virtually via Zoom at the Marriott Bloomington-Normal Hotel and Conference Center in Normal

ADVOCACY

- ☐ Reviewed the [Fiscal Year 2022 state budget](#). Community colleges will receive flat funding and an additional \$27 million in federal stimulus funds to overcome barriers created by the COVID pandemic and support student learning renewal;
- Received a report on the Illinois General Assembly's [end-of-session activity](#) and [bills impacting community colleges](#). State lawmakers will return to session in mid-June to work on a clean energy omnibus bill and new Congressional maps;
- ☐ Discussed [House Bill 2878](#), the Early Childhood Access Consortium for Equity Act; and
- ☐ Heard updates regarding the Illinois Council of Community College Presidents, the Illinois Board of Higher Education, and the Association of Community College Trustees.



Welcome to ICCTA's 2021-2022 officers! From left: President Jon Looney (Black Hawk), vice president Dr. Maureen Dunne (DuPage), treasurer Maureen Broderick (Joliet), and secretary Bishop Wayne Dunning (Richland), with executive director Jim Reed.

MEMBER ENGAGEMENT

- ☐ Learned that Rock Valley College has voted to rejoin ICCTA, bringing the association to 100% membership;
- Elected and installed ICCTA's officers for 2021-2022:
 - **Dr. Maureen Dunne** (DuPage) – vice president
 - **Maureen Broderick** (Joliet) – treasurer
 - **Bishop Wayne Dunning** (Richland) – secretary
 They join president **Jon Looney** (Black Hawk) and immediate past president **Bob Thompson** (Sauk Valley);
- ☐ Adopted a new [Mission Statement, Vision Statement, and 2022 Strategic Plan](#), which lays out four goals: information exchange, training, advocacy, and administrative efficiencies;
- Acknowledged ICCTA's [2021 award winners](#), who were honored at the association's June 4 luncheon and annual banquet; and
- Recognized ICCTA's [2020-2021 officers, regional chairs, and committee chairs](#).



Dr. Frank Dabire (Southeastern) was named 1st recipient of the ICCTA's Presidents (pictured here with President

TRAINING

- Learned that more than 100 trustees, presidents, and administrators completed ICCTA's June 4 Trustee Leadership Training; and
- ☐ Were informed that ICCTA staff will be facilitating several board retreats and self-evaluations in the next few weeks.



UPCOMING EVENTS

JUNE 2021

June 17: [Illinois Student Assistance Commission](#), location and format TBA

JULY 2021

Subject to call: [Illinois Community College Board meeting](#)

AUGUST 2021

August 10: [Illinois Board of Higher Education meeting](#), location and format TBA

August 19: [Illinois Community College Board retreat](#), Harry L. Crisp II
Community College Center, Springfield

August 20-21: ICCTA Executive Committee retreat, Kewanee

SEPTEMBER 2021

Date TBA: Illinois Council of Community College Presidents meeting

Sept. 10-11 ICCTA meetings, Wyndham Springfield City Centre Hotel, Springfield, IL

September 14: [Illinois Board of Higher Education meeting](#), Southern Illinois
University, Carbondale September 16: [Illinois Student Assistance Commission](#),
location and format TBA

Sept. 16-17: [State Universities Retirement System meetings](#), location and format TBA

September 17: [Illinois Community College Board meeting](#), East St. Louis Higher Education
Center, East St. Louis

OCTOBER 2021

October 13-16: [Association of Community College Trustees' National Leadership Congress](#),
Manchester Grand Hyatt, San Diego, CA

October 21: [State Universities Retirement System meetings](#), location and format TBA

NOVEMBER 2021

Date TBA: Illinois Council of Community College
Presidents meeting Nov. 12-13: ICCTA meetings,
Marriott Schaumburg Hotel, Schaumburg

DECEMBER 2021

December 2: [Illinois Student Assistance Commission](#), location and
format TBA December 2-3: [State Universities Retirement System
meetings](#), location and format TBA

December 3: [Illinois Community College Board meeting](#), Harry L. Crisp II
Community College Center, Springfield

December 14: [Illinois Board of Higher Education meeting](#), Northeastern Illinois University,
Chicago

NEXT MEETING

The ICCTA Board of Representatives will take place on Saturday morning, September 11, 2021, at the Wyndham Springfield City Centre Hotel in Springfield.

FOR MORE INFORMATION

Illinois Community College Trustees Association
401 E. Capitol Avenue, Suite 200, Springfield, IL 62701
217-528-2858
www.communitycolleges.org





ICCTA Mission & Vision

- Vision:
 - All Illinois community college trustees will effectively lead them institutions and districts.
- Mission:
 - ICCTA supports all public community college trustees through information exchange, training, and advocacy to assist them in effective leadership locally and statewide.
- Priorities:
 - To support the organization and its mission
 - To support members in their role as community college trustees

2022 ICCTA Strategic Plan

- Goal 1: Information Exchange
 - 1. Revised regional structure
 - i. Identify regional chair and vice chair
 - ii. Create a training program/plan
 - iii. Attend initial regional meeting (Listening tour)
 - a. Review benefits of the regional structure in the north and central regions
 - 2. Increased member participation
 - i. Enhanced incentives
 - ii. Revised expectations



2022 ICCTA Strategic Plan

- Goal 2: Training
 - 1. Financial training
 - i. Budget workshop (e.g. LLCC)
 - ii. Partner with CFOs, CAOs and CIOs
 - a. Discussion of preparation for next HLC review
 - 2. Diversity, Equity and Inclusion training
 - 3. New Member onboarding
 - i. Revise the current new member handbook (complement with video presentations)
 - ii. Focused events with new members
 - a. New Member badge/ribbon
 - b. Reception focused on networking (members under 40)

2022 ICCTA Strategic Plan

- Goal 3: Advocacy
 - 1. Community college baccalaureate
 - i. Educate Board of Reps and others about the benefits of CCB in Illinois
 - 2. External coordination with foundations and higher ed partners
 - 3. Legislation developed in partnership with state agencies, higher ed partners and policy makers
 - 4. Enhanced community college funding
 - 5. Advocacy on federal issues with ACCT, Members of Congress



2022 ICCTA Strategic Plan

- Goal 4: Administrative Efficiencies
 - 1. Establish policies and procedures for board and staff succession
 - i. Staffing alignment with organizational needs
 - 2. Enhance ICCTA infrastructure
 - i. Training on website capabilities
 - ii. Fully engage online capabilities
 - 3. Financial sustainability
 - i. Review and analyze membership dues structure
 - ii. Explore non-dues revenue options

Board Memorandum



Board of Trustees

James Darden
Steve Heisner
Michael McMahan
April Moore
Deborah Shelton-Yates
John Windings
Andrea Withoft

Student Trustee

Bradley West

President

Dr. Tim Taylor

Vice Presidents

Jean Ellen Boyd
Dr. Lisa Price
Brandy Woods

Executive Directors

Robb Betts
Gene Honn

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Brandy Woods
RE: Southern Seven Lease Renewal
Date: 06/07/21

Background: The Southern Seven Health Department (S7HD) currently leases space from the College in buildings A, B, C, E (including the playground), and F, which are located in the Rustic Campus area. The lease agreement is set to expire on August 31, 2021.

S7HD would like to renew the lease for another three-year term. Attached is a draft lease agreement, which has been reviewed by the College's attorney. Here is a summary of the terms:

- The rent for Buildings A, B, E, and F is \$1.00 annually
- The rent for the C Building is \$775 a month
- S7HD is responsible for the utilities.

Recommendation: I recommend the Board approve the attached lease agreement with the S7HD for an effective term commencing on September 1, 2021 through August 31, 2024, and in accordance with the terms identified.

LEASE

This Lease is effective September 1, 2021, by and between **The Board of Trustees of Community College District No. 531**, counties of Union, Alexander, Massac, Pulaski, Johnson and Jackson, State of Illinois, hereinafter referred to as Shawnee College or “Lessor”, and **Southern Seven Health Department**, an equal opportunity employer and a tax imported public agency of Alexander, Pulaski, Pope, Hardin, Johnson, Union, Jackson and Massac counties, hereinafter referred to as “Lessee”, **WITNESSETH:**

WHEREAS, Lessor, for and in consideration of the agreements of Lessee hereinafter mention, hereby leases to Lessee and Lessee hereby leases from Lessor, the following described premises: Buildings A, B, C, E, including playground, and F located on the Shawnee Community College campus in the Town of Ullin, County of Pulaski, and State of Illinois.

WHEREAS, this Lease is for a term of three years, commencing on September 1, 2021, and ending on August 31, 2024.

Now, therefore, for and in consideration of the individual and mutual promissory and covenants herein contained the parties hereby agree as follows:

1. **RENT PAYMENT.** Lessee shall pay as rent a sum of \$1.00 annually for each of the buildings A, B, E and F for the term of this Lease. Lessee shall pay as rent for building C a sum of \$775 monthly for the term of this Lease. Said rent is payable to Lessor at Shawnee Community College, 8364 Shawnee College Road, Ullin, Illinois 62992 or at such other places Lessor may direct in writing.

2. **TERM AND OPTIONS TO EXTEND.** Lessor and Lessee have agreed that the term of this initial Lease shall be for a period of three (3) years. The parties have further agreed that any extensions to this Lease will be in writing signed by both Lessor and Lessee accordingly.

Either party shall have the right to terminate this lease at any time upon ninety (90) days prior written notice to the other party. In the event that the lease is terminated on 90 days' notice, Lessee shall only be liable for that rent which shall have accrued up to the date of the month that termination becomes effective and the premises are entirely vacated by Lessee. In such event, Lessee shall not be liable for any part or portion of the rent which would have been payable over the remainder of the term of this lease after the effective date of termination and the premises are entirely vacated by Lessee and full possession of the premises are surrendered to Lessor, whichever is later.

3. **UTILITY CHARGES AND COMMON AREA USE.** Lessee shall provide, at its sole expense, its proportionate share of the necessary water, gas, and electric expenses. Further, Lessee agrees to pay a proportionate share for all such utility services on the demised premises when same are rendered by the provider of said utilities. Each month, Lessor shall bill Lessee for such utility services that have been provided for the benefit of Lessee and it shall be Lessee's obligation and requirement to pay Lessor within 10 days of receipt of such bill.

4. **CONDITION OF PROPERTY.** Lessee stipulates that it has examined the demised premises, including the grounds and all buildings and improvements thereon, and that they are, at the time of the Lease, in good order, repair and tenantable condition. Lessee further agrees that Lessor has made no representations as to the condition or repair of the demised premises and the parties agree that Lessor shall not be liable in any event to Lessee for any loss, [Return to Agenda](#)

delay, or damage of any kind or character resulting from defects, whether patent or latent, in or upon the demised premises.

Lessee covenants and agrees with Lessor to maintain and keep in clean and healthy condition the premises and their fixtures and to commit or suffer no waste therein. Lessee further agrees not to allow any changes or alterations of the demised premises without the express written consent of Lessor's Office of Financial & Campus Operations or President.

5. IMPROVEMENTS TO THE DEMISED PREMISES. Lessor shall be responsible for and will consequently have the sole control over the provision of the following services that will benefit the demised premises:

- a. Outside lighting;
- b. Lawn and landscaping maintenance, except playgrounds and around buildings;
- c. Access to the demised premises; and
- d. Maintenance of parking lots, including snow removal.

Lessee agrees that Lessor's provision of the foregoing services will occur only after Lessor is first able to provide these same services to its own campuses.

6. MAINTENANCE AND REPAIRS. The parties agree that Lessee shall, at its own expense, be responsible for refuse removal from the demised premises. Lessee further agrees to be responsible for any damages incurred as a result of Lessee's use of the demised premises. Lessee agrees that upon the termination of this Lease and Lessee vacating the demised premises, Lessee shall place the demised premises back into the same condition it was at the time of the execution of the Lease.

7. **EXPENSES FOR REPAIRS.** All repairs to the demised premises shall be performed by Lessee, at Lessee's expense, with materials and methods chosen by Lessor at Lessor's sole discretion. Lessee agrees to perform said repairs to the demised premises as soon as reasonably possible in order to prevent waste or damages to the premises.

In the event Lessee fails to repair the demised premises, then Lessor may seek additional damages from Lessee to recover the repair expenses to the demised premises.

8. **ALTERATIONS AND IMPROVEMENTS.** Lessee shall have no right to alter or otherwise improve the demised premises without the express written permission or consent of Lessor. Any such alterations and/or improvements to the demised premises made by Lessee during the term of this Lease or any extensions thereto shall become the sole and exclusive property of Lessor in the event such alteration and/or improvement is a fixture to the demised premises.

9. **TAXES AND ASSESSMENTS.** Lessee shall, at all times prior to the termination of this Lease and to the delivery to Lessor a possession of the demised premises and all improvements thereon indemnify Lessor against all liability, loss, cost, damage or expense sustained by Lessor, including attorney's fees and other expenses of litigation, arising prior to the termination of the Lease term and delivery to Lessor a possession of the premises:

a. On account of or through the use of the demised premises or improvements or any part thereof by Lessee for any purpose inconsistent with the provisions of this Lease;

b. Arising out of, or directly or indirectly due to, any failure of Lessee and any respect promptly and faithfully to satisfy Lessee's obligations under this Lease;

c. Arising out of, or directly or indirectly due to, any accident or other occurrence causing injury to any person or persons or property resulting from the Lessee's negligent

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use of the demised premises and improvements or any part thereof; and/or

d. For which the demised premises and improvements or any part thereof or the Lessor as owner thereof or interested therein may hereafter due to Lessee's failure to meet its obligations hereunder and without fault by Lessor become liable, and especially, but not exclusively, any such liability, loss, cost, damage, or expense that may arise under any statute, or regulation.

Lessee shall, at all times prior to termination of the Lease term and delivery to Lessor of possession of the premises, indemnify Lessor against all liens and charges of any and every nature that may at any time be established against the premises or any improvements thereon or any part thereof as a consequence, direct or indirect, of any act or omission of Lessee or as a consequence direct or indirect, of the existence of Lessee's interest in this Lease.

10. LESSEE'S PROPERTY. Lessee expressly understands that it will provide its own equipment, supplies, or other materials necessary to conduct its business on the demised premises and that it shall be responsible for moving any of the such equipment or supplies to the demised premises. Further, Lessee understands and agrees that has it the obligation for cure and maintain appropriate multi-peril insurance to cover the loss of any property placed in or upon the demised premises.

11. LESSEE'S INSURANCE REQUIREMENT. Lessee agrees to procure and maintain, at its own expense, with an insurance company acceptable to Lessor, a public liability insurance insuring against all risks arising out of the use of the demised premises or the operation of any business thereon and naming Lessor as an additional insured on said policy. Said public liability insurance shall be in the following minimum amounts: One Million Dollars

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(\$1,000,000.00) each person, Three Million Dollars (\$3,000,000.00) each occurrence. Lessee shall furnish to Lessor evidence of said paid insurance coverage as set forth above each year this Lease is in effect and within 30 days after the effective date of this Lease.

12. NON-ASSIGNMENT. Lessee shall not assign this Lease nor sublet the premises or any portion thereof without the written consent of Lessor. Lessee may request of Lessor to sublet to demised premises and Lessor agrees to notify Lessee of the approval or non-approval of a proposed sublease within ninety (90) days after receiving a written request from Lessee identifying the proposed sub-lessee and the terms and conditions of said sublease. Said approval by Lessor or Lessee of any sublease shall be in writing.

13. NON-REMOVAL. Lessee shall not remove any fixture which was located within the demised premises at the execution of this Lease and further agrees that any capital improvements made to the demised premises which have been permanently affixed thereto will become the property of the Lessor at the expiration of this Lease.

14. LESSOR'S RIGHTS AS TO VENDING MACHINES Lessor shall have the exclusive right to place vending machines in or upon the demised premises and to collect all rents, issues and profit share from. Lessor shall not place said vending machines in a location that does substantially disrupt Lessee's occupancy of the demised premises. Lessee agrees not to place any vending machines upon the demised premises without the express written consent of the Lessor.

15. QUIET ENJOYMENT. In the event that Lessee complies with the obligations imposed upon it by this Lease, then Lessee shall have peaceful and quiet enjoyment of all the demised premises for the term of this Lease.

16. DEFAULT If default is made in the payment of rent or any part thereof or in any other covenants herein contained to be kept by Lessee, Lessor will provide thirty (30) days' notice of default during such time Lessee may cure any default. If default is not cured within said thirty (30) days, it shall be lawful for Lessor, its successors and/or assigns, without additional notice to Lessee, to declare said term ended and this Lease terminated, and Lessor may re-enter the premises, either with or without process of law, and Lessee or any person or persons occupying the same to remove and expel, without prejudice to any remedy which might continue to be used for arrears of rent or breach of any other covenants. In the event Lessor has to seek legal counsel to recover any damages sustained as a result of any breach of this Lease by Lessee, then Lessor may recover, in addition to its other damages, all of its reasonable attorney's fees and court costs.

17. WAIVER. No waiver by Lessor by any default by Lessee shall be construed as a waiver of any subsequent default. In the event that there is a default by Lessee and it becomes necessary for Lessor to employ the services of an attorney hereto enforce or terminate this Lease, including any eviction procedure, with or without litigation, Lessee shall pay the Lessor reasonable attorney's fee for such services.

18. DESTRUCTION OF DEMISED PREMISES. If during the term of this Lease the demised premises are destroyed by fire, the elements, or any other cause to agree it is impractical to repair or replace the demised premises, then this Lease shall cease and become null and void from the date of such damage or destruction and Lessee shall immediately surrender possession of the demised premises to Lessor and shall pay rent only to the time of such surrender.

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19. NOTICE. Any notice, demand, request, statement, or payment which may be required or permitted according to the terms, conditions, or provisions of this lease shall be given or made at the place hereinafter designated for giving notice to either party hereto. Any such notice, demand, request or statement shall be in writing and signed by the Lessor or the Lessee, or any of their agents, officers, or attorneys, and shall be deemed to have been duly given or served when (a) personally delivered to the Lessor or the Lessee or any of their agents, employees, or attorneys so authorized to conduct the business of the Lessor or the Lessee, respectively, or (b) forwarded by certified or registered mail with postage fully prepaid thereon, properly addressed to such party at the place hereinafter designated for giving notice.

The place for giving notice to the Lessor is:

Board of Trustees of Shawnee Community College
District #531, Counties of Alexander, Jackson,
Johnson, Massac, Pulaski, and Union, State of Illinois
8364 Shawnee College Road
Ullin, IL 62992

The place for giving notice to the Lessee is:

Southern Seven Health Department
37 Rustic Campus Drive
Ullin, IL 62992

Such place and address may be changed by either party from time to time by serving and giving notice of such change to the opposite party in the manner hereinabove provided for giving notice.

20. TIME IS OF THE ESSENCE. Time is of the essence of this Lease.

21. **LAW.** This Lease shall be interpreted and enforced in accordance with the laws of the State of Illinois. Any cause of action shall be brought in the Circuit Court of Pulaski County, Illinois. Lessor and Lessee agree to the applicable law and venue provisions set forth in this Lease.

22. **HEIRS, ASSIGNS, AND SUCCESSORS.** This Lease is binding upon and inures to the benefit of the heirs, assigns, successors in interest, and legal representatives of the parties.

23. **WAIVER OF ITEM OF DEFAULT.** No waiver by either party of any default shall be construed as a waiver of any subsequent default.

24. **ENTIRE AGREEMENT.** This Lease contains all the terms and conditions agreed upon by the parties and may be amended only by mutual agreement of the parties as reflected in an instrument or writing signed by both parties. No verbal statements or agreements shall constitute an amendment of any of the provisions of this contract.

25. **SEVERABILITY.** If any provision of this Agreement or the application of this Agreement is held invalid, the remainder of this Agreement and the application of such provision other than to the extent it is held invalid, will not be invalidated or affected thereby.

26. **AMENDMENT** This Lease may be amended only by an instrument in writing assigned by all of the parties hereto and no verbal statements or agreements shall constitute an amendment of any of the provisions of this Lease.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the parties hereto have signed and executed this Lease on
the day and year first above written.

LESSOR:
Board of Trustees of Shawnee Community
College District #531, counties of Alexander,
Jackson, Johnson, Massac, Pulaski and Union,
State of Illinois
By: _____

_____,
Title

Attest: _____
_____,
Title

LESSEE:
SOUTHERN SEVEN HEALTH
DEPARTMENT, an equal opportunity employer
and a tax imported public agency of Alexander,
Pulaski, Pope, Hardin, Johnson, Union and
Massac counties

By: _____
Contracting Officer

Attest: _____
_____,
Title

Board Memorandum



Board of Trustees

James Darden
Steve Heisner
Michael McMahan
April Moore
Deborah Shelton-Yates
John Windings
Andrea Withoft

Student Trustee

Bradley West

President

Dr. Tim Taylor

Vice Presidents

Jean Ellen Boyd
Dr. Lisa Price
Brandy Woods

Executive Directors

Robb Betts
Gene Honn

To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Dr. Lisa Price
RE: 2021-22 Student Handbook
Date: 07/06/21

Background: Board Policy 8310 states, *“It is the policy of the Board of Trustees to support the College policies that are included in the Student Handbook.”* In addition, Illinois Community College Board System Rule 1501.204e states, *“each community college district shall maintain... a student handbook or copy of rules pertaining to students.”*

The annual student handbook (sent as a separate document) contains pertinent information for students describing general College information including mission, vision, philosophy, values and core competencies. The student handbook also houses such information as the academic calendar, college directory, student support service access information, emergency procedures, student code of conduct, grade appeal and grievance procedures, and substance abuse/alcohol and Title IX policies. All information is consistent with College policy and follows state and federal regulatory guidance.

Recommendation: I recommend the Board adopt the 2021-22 Student Handbook with an effective date commencing with the start of the Fall 2021 semester.

Board Memorandum



Board of Trustees

James Darden
Steve Heisner
Michael McMahan
April Moore
Deborah Shelton-Yates
John Windings
Andrea Witthoft

Student Trustee

Bradley West

President

Dr. Tim Taylor

Vice Presidents

Jean Ellen Boyd
Dr. Lisa Price
Brandy Woods

Executive Directors

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Gene Honn

To: Board of Trustees

From: Dr. Tim Taylor

Recommending Staff: Dr. Tim Taylor

RE: Revision to the 2019-2023 Strategic Plan

Date: 07/06/21

Background: Several Higher Learning Commission (HLC) criteria have implications on College planning processes. These include:

- 3.B. The institution offers programs that engage students in collecting, analyzing, and communicating information; in mastering modes of intellectual inquiry or creative work; and in developing skills adaptable to changing environments.
- 3.D. The institution provides support for student learning and resources for effective teaching.
- 4.C. The institution pursues educational improvement through goals and strategies that improve retention, persistence and completion rates in its degree and certificate programs.
- 5.C. The institution **engages in systematic and integrated planning** and improvement

Towards those ends, in 2018, the College engaged in an interactive process to develop a Strategic Plan for the College. The result of that effort, led to the creation of the College's 2019-2023 Strategic Plan. In the introductory section of that plan (President's Letter) it states, *"This strategic plan serves as a milestone in our efforts toward continuous quality improvement. We see it as a living document, one that in itself will continue to change and grow as we move forward with implementing many of the actions and strategies that are listed in the plan."*

In the spirit of continuous improvement, the College undertook a comprehensive review of the Plan throughout FY21. An evaluation framework, entitled Shawnee Community College Effectiveness System (SCCES) was used to evaluate the College's status, which resulted in the creation of a document called the College Status Report. The College Status Report effectively presented the College's Strengths, Weaknesses, Opportunities, and Threats (SWOT) from a data-driven perspective.

Further a revised planning framework was used to develop detailed strategies to position the College for future success. These strategies were developed with significant employee input, which was obtained in various meeting held from February 2021 through June 2021. The final version of the new/revised Strategic Plan (sent as a separate document) was shared with the Board on June 7 and an in-depth presentation was provided on June 21.

Recommendation-1: I recommend the Board approve the recommended changes to the 2019-2023 strategic plan identified.

Recommendation-2: I recommend the Board extend the term of the Strategic Plan through FY25.