

**REGULAR BOARD MEETING
SCC BOARD OF TRUSTEES DISTRICT NO. 531
SCC RIVER ROOM, SHAWNEE COLLEGE ROAD
ULLIN, ILLINOIS
October 4, 2021**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on October 4, 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 - Present
Mr. Steve Heisner - Present
Mr. Michael McMahan - Present
Ms. April Moore - Present
Mr. John Windings – Arrived Late, Present
Ms. Andrea Witthoft – Zoomed In, Present
Mr. Bradley West, Student Trustee – Arrived Late, Present

Others Present:

Dr. Tim Taylor, President - Present
Darci Cather, Vice President of Academic Affairs - Present
Dr. Lisa Price, Vice President of Student Success & Services - Present
Brandy Woods, Director of Business Services - Present
Dr. Greg Mason, Dean of Workforce Innovation, Adult Basic & Continuing Education - Present
Dr. Kristin 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
Jean Ellen Boyd - Present
John Schneider, Attorney - Present
Dr. Ian Nicolaidis, 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

V. Approval of Consent Agenda

MOTION NO. 1

A motion was made by James Darden and seconded by Deborah Shelton-Yates to **approve the consent agenda** as follows:

- A. Regular Meeting Minutes September 7, 2021
- B. Treasurer’s Report
- C. Approval of Bills

Education Fund	\$983,887.20
Building Fund	106,871.23
Restricted Bldg. Fund	0.00
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	128,994.97
Restricted Purposes Fund (Grants)	403,557.98
Restricted Purposes - FWS*	413.49
Restricted Purposes - PELL	2,023.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	395.07
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	67,107.36
Grand Total	\$1,693,250.30

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 2 absent. The Chairperson declared the motion carried.

VI. Consideration of Addendum and Reinvestments

MOTION NO. 2

A motion was made by April Moore and seconded by Michael McMahan to approve Addendum: Education Fund to Restricted Purposes Fund to cover shortage of funds in the amount of \$320,000.00. August 31, 2021

On roll call vote, the member voted as follows:

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

Results: 6 yeas, 0 nays, 0 abstentions, 2 absent. The Chairperson declared the motion carried.

VII. Reports

- A. Student Trustee – 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. Director of Institutional Research, Effectiveness, and Planning – Dr. April Teske
- F. College Saints Foundation – John Windings
- G. Illinois Community College Trustees Association – James Darden

VIII. Action and Discussion Items

- A. Discussion of HLC Shared Governance Self-Study
- B. Discussion of ICCB Adult Education Allocation Update
- C. Presentation of Quarterly Strategic Plan Monitoring Report and Demonstration of Alignment with IBHEs Strategic Plan
- D. Consideration of Approval of Reimbursement to Trustee James Darden for Travel to ICCTA Meeting
- E. Consideration of Approval of the Purchase of Ellucian Managed Cloud Environment
- F. Consideration of Approval of IDOC Contract
- G. Consideration to Approval to Pay Ramona Munsell & Associates Service Fee
- H. Discussion of Superintendent/Community Engagement
- I. Discussion President Evaluation Committee

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 Ratification of Part-Time Employees
 - ii. Discussion of Development of Instructor MOU
- B. 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)
 - i. Consideration of Approval of Joppa Station Settlement Agreement
 - ii. Consideration of Approval of Executive Order Implementation Protocol

X. Action and Discussion on Executive Session Items

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
 - i. Consideration of Ratification of Part-Time Employees
 - ii. Discussion of Development of Instructor MOU
- 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
 - i. Consideration of Approval of Joppa Station Settlement Agreement
 - ii. Consideration of Approval of Executive Order Implementation Protocol

MOTION NO. 3

**REVIEW OF HLC SHARED GOVERNANCE SELF STUDY
DISCUSSION ONLY, NO MOTION REQUIRED**

A motion was made by _____ and seconded by _____
To recommend the Board review the self-study and direct any questions to the President.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 4

**REVIEW OF THE ICCB ADULT EDUCATION ALLOCATION UPDATE
DISCUSSION ONLY, NO MOTION REQUIRED**

A motion was made by _____ and seconded by _____
To recommend the Board review the allocation and direct any questions to the President.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 5

PRESENTATION OF QUARTERLY STRATEGIC PLAN MONITORING REPORT AND DEMONSTRATION OF ALIGNMENT WITH IBHE’S STRATEGIC PLAN DISCUSSION ONLY, NO MOTION REQUIRED

A motion was made by _____ and seconded by _____
To recommend the Board review the Strategic Plan Monitoring Report and direct any questions to the President.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 6

CONSIDERATION OF APPROVAL OF REIMBURSEMENT TO TRUSTEE JAMES DARDEN FOR TRAVEL TO ICCTA MEETING

A motion was made by Michael McMahan and seconded by Deborah Shelton-Yates to recommend the Board approve the reimbursement to Trustee James Darden for his attendance at the ICCTA Board of Representatives Meeting.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 7

CONSIDERATION OF APPROVAL OF THE PURCHASE OF ELLUCIAN MANAGED CLOUD ENVIRONMENT

A motion was made by Deborah Shelton-Yates and seconded by Michael McMahan to recommend the Board approve the purchase of converting the ERP system to the managed Cloud with Ellucian for the total amount of \$1,286,928 over a five-year cycle per the contract.

On roll call vote, the members voted as follows:

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

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 8

CONSIDERATION OF APPROVAL OF IDOC CONTRACT

A motion was made by April Moore and seconded by James Darden to recommend the Board reject the terms of the proposed IDOC contract for both the Shawnee and Vienna Correctional Centers and direct the President to notify ICCB and IDOC that we are no longer interested in offering educational programs at these facilities.

On roll call vote, the members voted as follows:

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

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

MOTION NO. 9

CONSIDERATION OF APPROVAL TO PAY RAMONA MUNSEL & ASSOCIATES SERVICES FEE

A motion was made by James Darden and seconded by Michael McMahan to recommend the Board to approve the submittal payment of \$32,495 to Ramona Munsell & Associates.

On roll call vote, the members voted as follows:

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

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 10

**DISCUSSION OF SUPERINTENDENT/COMMUNITY ENGAGEMENT
DISCUSSION ONLY, NO MOTION REQUIRED**

A motion was made by _____ and seconded by _____

On roll call vote, the members voted as follows:

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

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

MOTION NO. 11

**DISCUSSION OF PRESIDENT EVALUATION COMMITTEE
DISCUSSION ONLY, NO MOTION REQUIRED**

A motion was made by _____ and seconded by _____

On roll call vote, the members voted as follows:

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

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

MOTION NO. 12

IX. EXECUTIVE SESSION

A motion was made by John Windings and seconded by Deborah Shelton-Yates to **adjourn and go into executive session** at 7:35 p.m. for the purpose of discussing:

On roll call vote, the members voted as follows:

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

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 13

A motion was made by Michael McMahan and seconded by James Darden to adjourn out of executive session at 8:39 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 - Yes
Mr. Michael McMahan - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 14

A motion was made by Michael McMahan and seconded by Bradley West to approve the minutes of the executive session held on October 4, 2021.

On roll call vote, the members voted as follows:

Mr. Steve Heisner - Yes
Ms. Deborah Shelton-Yates - Yes
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: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 15

CONSIDERATION OF APPROVAL TO RATIFY OF PART-TIME EMPLOYEES

A motion was made by James Darden and seconded by April Moore to recommend the Board ratify the part-time hires as presented.

On roll call vote, the members voted as follows:

Ms. Deborah Shelton-Yates - Yes
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: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 16

DISCUSSION OF DEVELOPMENT OF INSTRUCTOR MOU

A motion was made by April Moore and seconded by Deborah Shelton-Yates to recommend the Board approve the development of the Memorandum of Understanding between SCEA and SCC.

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

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 17

CONSIDERATION OF APPROVAL OF JOPPA STATION SETTLEMENT AGREEMENT

A motion was made by Michael McMahan and seconded by John Windings to recommend the Board approve this agreement and gives the President authority to sign on behalf of the Board and authorizes Attorney Schneider to take the appropriate legal action (i.e., file a petition for declaratory judgment in the Circuit Court for Massac County) to fully execute this agreement on behalf of the College.

On roll call vote, the members voted as follows:

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

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 18

CONSIDERATION OF APPROVAL OF EXECUTIVE ORDER IMPLEMENTATION PROTOCOL

A motion was made by Michael McMahan and seconded by Bradley West to recommend the Board approve this Executive Order Implementation Protocol and authorize the President to implement the progressive interventions outlined for people who choose not to comply with the Governor's vaccination/testing mandate.

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 - Yes
Mr. John Windings - Yes
Mr. James Darden - Yes
Ms. April Moore - Yes
Ms. Andrea Witthoft - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

MOTION NO. 19

XI. Adjournment

A motion was made by Deborah Shelton-Yates and seconded by John Windings **to adjourn at 8:47 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 - Yes
Ms. April Moore - Yes
Mr. Steve Heisner - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.