

BOARD BOOK

June 6, 2022





**REGULAR MEETING
BOARD OF TRUSTEES DISTRICT NO. 531
EDUCATION CENTER, ULLIN, IL
JUNE 6, 2022
5:30 P.M.**

As permitted by Governor Pritzker's Executive Orders 2020Ĝ 07, 2020Ĝ33, and, 2020Ĝ55 Shawnee Community College, Pulaski County, Illinois, will convene a regular meeting on June 6, 2022 at 5:30 PM. Citizens can participate in person or by teleconference. Citizens and staff can participate in the teleconference by using the following [link](#):(full URL on Title Page) 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 Citizen participating in the meeting via teleconference 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 June 6, 2022. 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. Approval of Agenda & Addendums**
- V. Disposition of Minutes**
[April 26, 2022](#), Special Board Finance Committee Meeting
[May 2, 2022](#), Regular Meeting
- VI. Recognition of Guests and Public Comment**
 New Employee Introduction: Daniel Kineman (Network Support Specialist),
- VII. Communications**
 - A. [Student Report](#) - Riley Scarbrough
 - B. [Faculty](#) - Dr. Ian Nicolaides
 - C. [President](#) - Dr. Tim Taylor
 - D. Senior Leadership
 - i. [Academic Affairs](#) - Darci Cather
 - ii. [Administrative Services](#) - Chris Clark
 - iii. [Human Resources](#) - Emily Forthman
 - iv. [Institutional Effectiveness](#) - Dr. April Teske
 - v. [Public Information & Marketing](#) - Kevin Hunsperger
 - vi. [Saints Foundation](#) - Dr. Jeffrey Dufour
 - vii. [Student Affairs](#) - Dr. Lisa Price
 - E. [Illinois Community College Trustees Association](#) - James Darden

VIII. Approval of Consent Agenda**A. Treasurer's Report****B. Approval of Bills**

Education Fund	\$701,396.41
Building Fund	125,950.63
Restricted Bldg. Fund	9,580.47
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	36,384.67
Restricted Purposes Fund (Grants)	193,911.94
Restricted Purposes - FWS*	1,902.00
Restricted Purposes - PELL	18,831.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	3,581.12
Audit Fund	0.00
Liability. Protection Settlement Fund (TORT)	42,284.66
Grand Total	\$1,133,822.90

IX. Consideration for Approval of Fund Transfer

Interfund Transfer: (\$55,000.00) To an interfund loan from the Education Fund to the Restricted Purpose Fund ()

X. Monitoring Reports**XI. Presentations, Discussion, and Action Items****A. Budget Development Presentation**

- i. Revenue Projection Model Presentation
- ii. Preliminary Division Review
- iii. Schedule Board Finance Committee Meeting

B. Consideration for Approval of the [Capital Project Application](#) (10pp)

C. Consideration for Approval of [Blanket Purchase Orders](#) Over \$25,000 (2pp)

D. Consideration for Approval of the [FY22 Audit Engagement Letter](#) (13pp)

XII. Board Policy Review/Approval

XIII. Executive Session

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
 - i. [Collective Bargaining Update](#)
 - ii. Consideration for Approval to Hire an [IT Support Specialist](#)
 - iii. Consideration for Approval to Hire a [Research Associate](#)
 - iv. Consideration for Approval to Hire a [Librarian](#)
 - v. Consideration for Approval of Stipend for [Interim Assignment](#)
 - vi. Consideration for Approval to Ratify Spring 2022 [Faculty Stipends](#) (☰ 4pp)
 - vii. Consideration for Approval to Ratify [Part-Time Employees](#)
 - viii. Consideration for Approval of [President's Contract](#)
- B. Consideration of Approval for Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
 - i. Consideration for Approval of [Full Time Faculty Retirement](#) (☰ 1p)
 - ii. Consideration for Approval of [Full Time Employee Retirement](#) (☰ 1p)
- C. Consideration of Approval Consideration of Items That May Lead or Have Led to Litigation pursuant to [5 ILCS 120/2 \(c\)\(11\)](#)
 - i. Consideration for Approval to Determine Continued Confidentiality of [Executive Session Minutes](#) (☰ 2pp)

XIV. Executive Session Action Items

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
 - i. [Collective Bargaining Update](#)
 - ii. Consideration for Approval to Hire an [IT Support Specialist](#)
 - iii. Consideration for Approval to Hire a [Research Associate](#)
 - iv. Consideration for Approval to Hire a [Librarian](#)
 - v. Consideration for Approval of Stipend for [Interim Assignment](#)
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- C. Consideration of Approval Consideration of Items That May Lead or Have Led to Litigation
 - i. Consideration for Approval to Determine Continued Confidentiality of [Executive Session Minutes](#) (☰ 2pp)

XV. Trustee Comments

XVI. Adjournment

**SPECIAL BOARD MEETING
 SCC BOARD FINANCE COMMITTEE
 FOUNDERS ROOM, SHAWNEE COLLEGE ROAD
 ULLIN, ILLINOIS
 April 26, 2022**

A special meeting of Shawnee Community College District No. 531 Board Finance Committee was held on April 26, in the Founders Room. The meeting was called to order by John Windings, Chairperson.

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

The roll call was as follows:

	Trustee			Trustee
√	Mr. James Darden		√	Ms. April Moore
√	Mr. John Windings			

Others Present:

√	Dr. Tim Taylor, President		√	Chris Clark, VP of Administrative Services
√	Brad McCormick, Consultant			

IV. Recognition of Guests and Public Comment

There were no guests or public comment.

V. Action and Discussion Items

- A. Financial Audit Engagement Letter, Martin Hood, 5:00 pm
- B. Financial Advisor Evaluation, 5:30 pm, PMA - Tammie Schallmo
- C. Financial Advisor Evaluation, 6:30 pm, Speer Financial - Dan Forbes
- D. Financial Advisor Evaluation, 7:30 pm, Kings Financial Consulting - Tim King & Brent Flota

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V. A. Financial Audit Engagement Letter, Martin Hood

Consensus by members to engage with Martin Hood for auditing services.

V. B. Financial Advisor Evaluation/PMA

Tammie Schallmo presentation followed by questions from members.

V. C. Financial Advisor Evaluation/Speer Financial

Dan Forbes presentation followed by questions from members.

V. D. Financial Advisor Evaluation/Kings Financial Consulting

Tim King, in person, and Brent Flota, via Zoom, presentation followed by questions from members.

The Board Finance Committee will present a recommendation at the May 2 Board of Trustees meeting.

MOTION NO. 1

VI. ADJOURNMENT

A motion was made by _____ and seconded by _____ to adjourn at _____pm.

On roll call vote, the members voted as follows:

Present	Trustee	Present	Trustee
	Ms. April Moore		Mr. John Windings
	Mr. James Darden		

**REGULAR MEETING
BOARD OF TRUSTEES DISTRICT NO. 531
SCC EDUCATION CENTER
May 2, 2022, 5:30 P.M.**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on May 2, 2022 in the Education Center 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:

Present	Trustee		Present	Trustee
✓	Mr. James Darden		✓	Ms. April Moore
✓	Ms. Deborah Shelton-Yates		✓	Mr. John Windings
✓	Mr. Steve Heisner		✓	Ms. Andrea Witthoft
✓	Mr. Michael McMahan		✓	Ms. Riley Scarbrough (Advisory Vote)

Others Present:

Present	Others		Present	Others
✓	Dr. Tim Taylor, President		✓	Darci Cather, Vice President of Academic Affairs
✓	Dr. Lisa Price, Vice President of Student Affairs		✓	Chris Clark, Vice President of Administrative Services
	Dr. Greg Mason, Dean of Career & Technology		✓	Dr. Kristin Shelby, Dean of Transfer & Adult Education
	Amanda Hannan, Dean of Allied Health & Nursing		✓	Emily Forthman, Executive Director of Human Resources
✓	Dr. April Teske, Executive Director Institutional Effectiveness		✓	Kevin Hunsperger, Executive Director of Public Information & Marketing
✓	Dr. Jeffrey Dufour, Executive Director of Saints Foundation		✓	John Schneider, Attorney
✓	Dr. Ian Nicolaidis, S.C.E.A., President			Dr. Ryan Thornsberry, Instructor of English
✓	Tina Dudley, Executive Assistant, President & Foundation			

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IV. APPROVAL OF AGENDA & ADDENDUMS

MOTION NO. 1

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

On roll call vote, the members voted as follows: J. Darden, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore, J. Windings, A. Witthoft and R. Scarbrough all voted Yea. The Chairperson declared the motion carried.

V. DISPOSITION OF MINUTES - March 21, 2022 Special Board Meeting, Board Finance Committee

MOTION NO. 2

A motion was made by Deborah Shelton-Yates and seconded by Riley Scarbrough to approve the minutes of the March 21, 2022, Special Board Meeting/Board Finance Committee.

On roll call vote, the members voted as follows: R. Scarbrough, J. Darden, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore, J Windings, and A. Witthoft all voted Yea. The Chairperson declared the motion carried.

DISPOSITION OF MINUTES - April 4, 2022 Regular Board Meeting

MOTION NO. 3

A motion was made by James Darden and seconded by Deborah Shelton-Yates to approve the minutes of the April 4, 2022, Regular Board Meeting.

On roll call vote, the members voted as follows: A. Witthoft, R Scarbrough, J. Darden, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore and J. Windings all voted Yea. The Chairperson declared the motion carried.

VI. RECOGNITION OF GUESTS AND PUBLIC COMMENT

New Employee Introduction: Matthew Steinmetz (HVAC Technician) was introduced by Dr. Taylor.

VII. COMMUNICATIONS

Reports from Faculty, Senior Leadership, the Saints Foundation and ICCTA were presented within the Board Book previously sent. The President's report was provided separately. Dr. Price and Darci added to their report via Zoom from their attendance at the AACC Conference. Darci added that the Dongola School Board approved their participation in the College Academy Initiative.

John Windings and Steve Heisner acknowledged the Day of Giving and the increase in donors from Western Kentucky, while Dr. Dufour thanked Dr. Taylor for his guidance.

VIII. APPROVAL OF CONSENT AGENDA**MOTION NO. 4**

A motion was made by April Moore and seconded by Andrea Witthoft to approve the consent agenda as follows:

- A. Treasurer's Report
- B. Approval of Bills

Education Fund	\$1,334,791.12
Building Fund	95,477.46
Restricted Bldg. Fund	2,800.00
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	191,273.47
Restricted Purposes Fund (Grants)	138,520.71
Restricted Purposes - FWS*	1,473.00
Restricted Purposes - PELL	730,481.26
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	2,933.15
Audit Fund	0.00
Liability Protection Settlement Fund (TORT)	43,080.08
Grand Total	\$2,540,830.25

On roll call vote, the members voted as follows: J. Windings, J. Darden, R. Scarbrough, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore and A. Witthoft all voted Yea. The Chairperson declared the motion carried.

IX. CONSIDERATION FOR APPROVAL OF FUND TRANSFER

MOTION NO. 5

A motion was made by James Darden and seconded by Deborah Shelton-Yates **To approve the interfund transfer (\$20,000.00): To repay loan originally made on 5.31.21 from the Education Fund to Restricted Purposes Fund (3.31.22)**

On roll call vote, the member voted as follows: J. Windings, A. Witthoft, R. Scarbrough, J. Darden, D. Shelton-Yates, S. Heisner, A. Moore and M. McMahan all voted Yea. The Chairperson declared the motion carried.

X. MONITORING REPORTS
None

XI. A. BOARD FINANCE COMMITTEE MEETING UPDATE

John Windings, Chairperson of the Board Finance Committee gave an update on the three Financial Advisors who were evaluated by the committee. There will be initial upfront costs, however the College will benefit. The committee agreed that this was a good learning experience and acknowledged the work of Chris Clark, VPAS.

MOTION NO. 6

XI. B. CONSIDERATION FOR APPROVAL OF A FINANCIAL ADVISOR

A motion was made by Andrea Witthoft and seconded by Riley Scarbrough to recommend the Board approve the selection of PMA Securities, LLC, Naperville, IL

On roll call vote, the members voted as follows: M. McMahan, J. Windings, A. Witthoft, R. Scarbrough, J. Darden, D. Shelton-Yates, S. Heisner and A. Moore all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 7

XI. C. CONSIDERATION FOR APPROVAL OF THE FY22 AUDIT ENGAGEMENT LETTER

This item was tabled until reviewed with the Saints Foundation.

XI. D. COMMENCEMENT UPDATE

No Motion Necessary, Update Only

MOTION NO. 8

XI. E. CAPITAL BUDGET REVIEW (FIRST READ)

A motion was made by James Darden and seconded by April Moore to recommend the Board approve the capital projects listed on the FY23 Capital Projects List to be considered for potential funding in the College's FY23 final budget.

On roll call vote, the members voted as follows: M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough, J. Darden, and D. Shelton-Yates all voted Yea. S. Heisner had stepped out. The Vice Chairperson declared the motion carried.

MOTION NO. 9

XI. F. CONSIDERATION FOR APPROVAL TO PAY OFF THE PPP LOAN

A motion was made by Michael McMahan and seconded by Deborah Shelton-Yates to recommend the Board authorize the CFO to pay off the PPP loan in the amount of \$1,579,051.75 on May 3, 2022.

On roll call vote, the members voted as follows: M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough, J. Darden, and D. Shelton-Yates all voted Yea. S. Heisner had stepped out. The Vice Chairperson declared the motion carried.

MOTION NO. 10

XI. G. CONSIDERATION FOR APPROVAL OF ST. MORITZ CONTRACT FOR SECURITY SERVICES

A motion was made by Deborah Shelton-Yates and seconded by John Windings to recommend the Board approve the contract with St. Moritz Security Services, Inc. to provide security services from July 1, 2022 through June 30, 2023.

On roll call vote, the members voted as follows: D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough and J. Darden all voted Yea. The Chairperson declared the motion carried.

XII. BOARD POLICY REVIEW/APPROVAL

None

MOTION NO. 11

XIII. EXECUTIVE SESSION

A motion was made by Andrea Witthoft and seconded by Deborah Shelton-Yates to adjourn and go into Executive Session at 6:36 p.m. for the purpose of discussing:

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
- B. Consideration of Approval for Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
- C. Consideration of Approval 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: J. Darden, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore, J. Windings, A. Witthoft and R. Scarbrough all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 12

A motion was made by Riley Scarbrough and seconded by Deborah Shelton-Yates to recommend the Board adjourn out of Executive Session at 8:21 p.m.

On roll call vote, the members voted as follows: R.Scarbrough, J. Darden, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore, J Windings, and A. Witthoft all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 13

A motion was made by Andrea Witthoft and seconded by Riley Scarbrough to approve the minutes of the Executive Session held on May 2, 2022.

On roll call vote, the members voted as follows: A. Witthoft, R Scarbrough, J. Darden, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore and J. Windings all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 14

XIV. A.i. COLLECTIVE BARGAINING UPDATE

A motion was made by Michael McMahan and seconded by Deborah Shelton-Yates to recommend the addition of John Schneider and Darci Cather to the Collective Bargaining Team.

On roll call vote, the members voted as follows: S. Heisner, M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough, J. Darden and D. Shelton-Yates all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 15

XIV. A.ii. CONSIDERATION FOR APPROVAL TO HIRE AN EXECUTIVE ASSISTANT TO ADMINISTRATIVE SERVICES

A motion was made by James Darden and seconded by April Moore to recommend the Board approve the hire of **Vicky Cornelissen** for the full-time position of Executive Assistant to the VP of Administrative Services and HR effective May 3, 2022.

On roll call vote, the members voted as follows: J. Windings, J. Darden, R. Scarbrough, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore and A. Witthoft all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 16

XIV. A. iii. CONSIDERATION OF APPROVAL TO HIRE A DIRECTOR OF BUSINESS & WORKFORCE DEVELOPMENT

A motion was made by John Windings and seconded by Deborah Shelton-Yates to recommend the Board approve the hire of Lydia Dover for the position of Director of Business & Workforce Development effective May 3, 2022.

On roll call vote, the members voted as follows: M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough, J. Darden, D. Shelton-Yates and S. Heisner all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 17

XIV. A. iv. CONSIDERATION FOR APPROVAL TO RATIFY THE PART-TIME EMPLOYEES

A motion was made by Riley Scarbrough and seconded by John Windings to recommend the Board approve the part-time hires as listed

On roll call vote, the members voted as follows: S. Heisner, M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough, J. Darden and D. Shelton-Yates all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 18

XIV. A. v. CONSIDERATION FOR APPROVAL OF THE PRESIDENT’S CONTRACT

Tabled until the June Board of Trustees Meeting.

MOTION NO. 19

XIV. B. i. CONSIDERATION FOR APPROVAL OF OF FULL TIME FACULTY RETIREMENT

A motion was made by James Darden and seconded by Riley Scarbrough to recommend the Board approve the retirement of Craig Bradley effective May 11, 2024.

On roll call vote, the members voted as follows: D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough and J. Darden all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 20

XIV. B. ii. CONSIDERATION FOR APPROVAL OF FULL TIME EMPLOYEE RETIREMENT

A motion was made by Michael McMahan and seconded by John Windings to recommend the Board approve the retirement of Monica Brahler effective June 30, 2022.

On roll call vote, the members voted as follows: J. Darden, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore, J. Windings, A. Witthoft and R. Scarbrough all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 21

XIV. B. iii. CONSIDERATION FOR APPROVAL OF FULL TIME FACULTY RESIGNATION

A motion was made by April Moore and seconded by Riley Scarbrough to recommend the Board approve the resignation of Betsy (Elizabeth) Shallenberger effective May 14, 2022.

On roll call vote, the members voted as follows: R. Scarbrough, J. Darden, D. Shelton-Yates, S. Heisner, M. McMahan, A. Moore, J. Windings, and A. Witthoft all voted Yea. The Chairperson declared the motion carried.

MOTION NO. 22

XIV. B. iv. CONSIDERATION FOR APPROVAL OF FULL TIME EMPLOYEE RESIGNATION

A motion was made by Andrea Witthoft and seconded by Deborah Shelton-Yates to recommend the Board approve the resignation of Caleb Ingram effective May 20, 2022.

On roll call vote, the members voted as follows: M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough, J. Darden, D. Shelton-Yates and S. Heisner all voted Yea. The Chairperson declared the motion carried.

XV. TRUSTEE COMMENTS

James Darden acknowledged the numerous Facebook postings and finds the information beneficial.

MOTION NO. 23

XVI. ADJOURNMENT

A motion was made by Michael McMahan and seconded by Deborah Shelton-Yates to adjourn at 8:35 p.m.

On roll call vote, the members voted as follows: S. Heisner, M. McMahan, A. Moore, J. Windings, A. Witthoft, R. Scarbrough, J. Darden and D. Shelton-Yates all voted Yea. The Chairperson declared the motion carried.

Student Trustee Report
Board Report, June 6, 2022

This May was a big month for our SCC students! The Spring's final exams started on Monday the 9th and continued until Thursday, May 12th. May 13th marked the last day of the Spring semester and our graduates' commencement. This semester had 169 "completers" and 276 completions. The ceremony was a lovely affair, and spirits were high! I heard glowing reviews of how personal and unique the rolling commencement makes the graduation event.

May 14th was the pinning ceremony for the practical nursing program, where 25 LPN students were pinned. Each new nurse took their oath and celebrated their fantastic achievement with family and friends.

On the 30th, Shawnee celebrated the 30th annual adult education recognition ceremony. There were 13 GED graduates and 27 alternative high school graduates.

On the 24th, SCC held a ribbon-cutting ceremony at the Metropolis Extension Center. Our truck driving program now offers CDL training, a new state-of-the-art simulator, a classroom, and a training range. Shawnee is now an approved provider of training for entry-level truck drivers. Hopefully, with the opening of the new truck driving location, our school can reach more students!

Submitted by: Riley Scarbrough, Student Trustee

Faculty
Board Report, June 6, 2022

There was no Faculty Board Report submitted.

Compiled by faculty submissions
Ian Nicolaides, Shawnee College Education Association, President



President's Report
June 6, 2022

FY-22 Enrollment Update

	Headcount			Reimbursable Credit-Hours				
	FY22	FY21 (YTD)	% Δ	FY21 (Final)	FY 22	FY21 (YTD)	% Δ	FY21 (Final)
Summer	758	668	13.47%	668	2,996	3,139.5	-4.57%	3,139.5
Fall	1,541	1,632	-5.58%	1,632	12,701	12,589.5	0.89%	12,435
Spring	1,681	1,772	-5.14%	1,773	12,487	14,034	-8.37%	14,168
Total	3,980	4,072	-2.26%	4,073	28,184	29,763	-5.30%	29,743
FY 22 Credit-Hour Budget Projection					33,237	Difference: (5,053)		

FY-23 Enrollment Update

	Headcount			Reimbursable Credit-Hours				
	FY23	FY22 (YTD)	% Δ	FY22 (Final)	FY 23	FY22 (YTD)	% Δ	FY22 (Final)
Summer	467		-10.88%		2,533	2,732.5	-7.32%	
Fall	422		17.55%		4,421	3,961.5	11.60%	
Spring								
Total	889				6,954	6,694	3.88%	
FY 22 Credit-Hour Budget Projection						Difference:		

*Data pulled 05/31/2022; State reimbursement is based on credit-hours generated at mid-term.

The following events are noteworthy:

- On 04/27, hosted the Administrative Professionals Celebration lunch. Over 20 Executive & Administrative Support Staff attended the event. We provided gifts and activities for all participants. Feedback from the event was very positive. This is a G3O5SE activity.
- On 05/04, met with the Executive Director of the Saints Foundation, Dr. Jeff Dufour, for the purpose of reviewing Saints Foundation activities, establishing performance expectations/parameters, exchanging ideas for improving strategic and operational activities, and strengthening communication between both organizations. In addition, we reviewed results from the Day of Giving fundraising event. Dr. Dufour was encouraged to begin planning events for FY23 ASAP and let me know how the College could help. This is a G3O2 (General) activity.

- Attended the Executive Council (EC) meeting on 05/05. Topics included: Council/Team Updates, Textbook/Course Materials Adoption Policy, Exit Interview Procedure, Review of Policy/Procedure Progression, and Council Procedures. This is a G3O4SA focused activity. Outcomes of interest are:
 - Academic Affairs is looking to establish procedures for the implementation of SmartEvals. In addition, the State Authorization Reciprocity Agreement (SARA) for distance education is being reviewed.
 - Student Affairs is reviewing the College's dual credit website for and using Parkland College's website on Concurrent Enrollment for inspiration.
 - DEI Council is reviewing remote work policy and procedures but is having trouble establishing a quorum.
 - Administrative Services is working on details to implement a virtual ID for all students and employees.
 - Facilities Team recommended a Capital Project List and is also examining options for fleet management.
 - Academic Standards Team is working to develop a policy and procedure for textbook and course material adoption. They are focusing on best ways to utilize Open Educational Resources (OER).
 - Safety & Risk Management Team made a recommendation for the assignment of specific salaries to the Tort Fund (Fund-12) for FY23. In addition, the Team is working on safety plans for each Extension Center.
 - Business and Finance Team is reviewing existing business procedures and is in process of beginning to update into the new template.
 - An Exit-Interview Process, which was initiated by the Employee Relations Team and recommended by DEI Council was reviewed. Several comments for improvement were made. Specific recommendations included: review and update of current policy; develop a procedure that includes a timeline and describes how data will be used to improve employee experiences.
 - SCEA expressed no concerns with the College potentially interchanging Assessment Day with Convocation Day. This may be needed to better align Assessment processes with the Budget Development timeline.
 - Dr. Teske and Jesse Smith-Fulia will be providing shared governance training for all Councils and Teams. The focus of the training is to help Councils/Teams understand some of the nuances of the College's shared governance processes and to help individuals gain a better understanding of their shared governance responsibilities.

- On 05/06, I hosted a Zoom meeting with Dr. Jim Reed (ICCTA), Dr. Deb Bragg (Bragg & Associates), Tim Harmon (Bragg & Associates), Dr. April Teske, and VP Darci Cather. The purpose of the meeting was to discuss the College's engagement with a Community College Baccalaureate (CCB) Case-Making Process that is being driven by ICCTA. Essentially, one of ICCTA's top priorities is to examine the possibility of advocating for a change to the State's Community College Act that would allow

Community Colleges to confer select baccalaureate degrees. Shawnee Community College was one of three Community College's in the State (Malcolm-X and Moraine Valley were the others) selected to help build a data-driven case for this initiative.

At the conclusion of this meeting, SCC agreed to participate with the study to examine the possibility of offering a Bachelor of Science in Nursing (BSN) and Bachelor of Applied Technology (BAT) degrees. Please understand, at this point, this is just a study. If the data proves that we can successfully serve an unmet need in our service region, there will be many steps, that will need to take place over several years, before we could potentially offer a bachelor's degree. Still, it is nice that we are being noticed, statewide, for our leadership, creativity, and innovation as it relates to academic planning and political engagement. This is a G1O1 and G1O2 focused initiative.

- On 05/06, Trustee Shelton-Yates and I attended the College's Spring Concert for the band and choir programs. Several of the College's employees, who had children participating in the event, also attended. The Band played spring-focused songs called *Siege*, *Rain*, *Endless Rainbows*, and *Prevail*. The Choir sang *Tshotsholoza*, *My Shot* (from Hamilton), *And So it Goes* (Billy Joel cover), *City of Stars*, and *A Million Dreams*. The students displayed excellent musicianship. The program was conducted by Lee VanAlstine. Although the primary intent was to support our students, this is loosely a G3O5SE focused initiative as well.
- On 05/13, I hosted a second Zoom meeting with Dr. Deb Bragg (Bragg & Associates), Tim Harmon (Bragg & Associates), Dr. April Teske, and VP Darci Cather. The purpose of the meeting was to develop a coordinated data-gathering strategy to support the College's CCB Case-Making initiative. Much of the conversation revolved around selecting an appropriate region for data-gathering. Also, designation of appropriate Program Classification System (PCS) and Classification of Instructional Program (CIP) codes that could be linked to national Standard Occupational Classification (SOC) job codes was discussed. This is a G1O1 and G1O2 focused initiative.
- On 05/13, the College hosted its 53rd annual commencement ceremony. Of the nearly 250 students eligible to walk in the ceremony, nearly 100 did so. Hundreds of family members engaged in the ceremony. All seven of the College's Trustees participated and 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, Tina Dudley for organizing campus beautification efforts, and the Commencement Planning Committee for their diligence and hard work aimed at ensuring this event turned into a memorable experience for our graduates and their families.

- On 05/14, the College hosted the Pinning Ceremony for our PN graduates. Twenty-six (26) graduates participated in the ceremony. Trustee Darden, Trustee Shelton-Yates, VP Cather, all Nursing faculty, and all Nursing support staff also participated in the event. The event was held in the Ed Center and approximately 200 family members were in attendance. The ADN Ceremony is tentatively scheduled for 07/28.
- On 05/17, 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 (ST) programs. All programs appear to be tracking as expected (slight increases) for fall enrollment. The FY21 Audit was reviewed and the organization received a “clean audit.” The FY23 budget was tentatively approved. Operating expenses are expected to be approximately \$1.28M. It is estimated that roughly \$728K of those operating expenses will be covered by DCFS, TANF, and SNAP grants. The remaining \$520K will be split between Shawnee and JALC based on a per-student usage model.

A discussion about the future of SICCM was initiated by the President of JALC and myself. There is question about how SICCM’s focus on DCFS, TANF, and SNAP grant management fits with the mission of both community college institutions – especially in light of ICCB’s recent rule change that allows Community College’s to share programs through the implementation of an Intergovernmental Agreement. In light of this discussion, it was decided that both SCC and JALC will explore sharing the MLT, OTA, and ST programs and how that might look without SICCM. The College’s CAO’s will begin investigating issues relating to program management and develop a plan from withdrawing from SICCM, if appropriate.

- On 05/18, met with the Executive Director of the Saints Foundation, Dr. Jeff Dufour, for the purpose of reviewing Saints Foundation activities, establishing performance expectations/parameters, exchanging ideas for improving strategic and operational activities, and strengthening communication between both organizations. Much of the discussion focused on the development of fund-raising activities aimed at helping the Foundation recover operational costs. Dr. Dufour was encouraged to begin expanding his influence beyond the Southern Region of the College’s service area. To that end, several individuals connected with the College that could help him with this task was shared. I offered to lend my help where needed. This is a G3O2 (General) activity.
- On 05/18, Leslie Cornelius-Weldon (Cairo Center Coordinator), Lindsay Johnson (Extension Centers Director), VP Cather, ED Hunsperger, and I attended an event at the Cairo Center to publicly announce our partnership with Illinois Department of Human Services (IDHS) on the Mobile Service Center. Governor Pritzker’s Cabinet Secretary, Grace Hou, and several IDHS employees including Deputy Director Brock Dunlap and Public Service Administrator Jeremy Staton also attended the event.

The Mobile Service Center helps Alexander and Pulaski residents access medical benefits, SNAP benefits, employment and training services, Low Income Home Energy Assistance, child care, and more. The Mobile Office is available on Thursday's between the hours of 9:00a and 4:00p at the Cairo Extension Center. This is a G1O3 focused initiative.

- On 05/19, met with Dr. Jonah Rice, President of Southeastern College. The purpose of the discussion was to explore partnership opportunities between the institutions. Specific topics included: Successes and setbacks related to previous Intergovernmental Agreement between Institutions, Potential for sharing academic and administrative resources, and ways to strengthen collaborative efforts between CAO's at our regional sister institutions. This is a G1O2 and G1O3 focused initiative.
- On 05/24, the College formally announced our intention to expand the Truck Driving program to the Metropolis Extension Center with a ribbon-cutting and ground-breaking ceremony. Dozens of community people attended the event including Senator Dale Fowler, Representative Patrick Windhorst, Metropolis Mayor Don Canada, Metropolis Alderman Dylan Chambers, Metropolis Alderman Jeremy Holley, and Executive Director of the Illinois Trucking Association Matt Hartt. Board Chair, Steve Heisner, participated and helped host the event. In addition, dozens of College employees made this event a spectacular success for the College. Special thanks go to Kelly Jennings, Beth Crowe, and Lindsay Johnson. The entire event can be viewed [here](#). In addition, the College received a great amount of media coverage from the event including:
 - WSIL TV - [News Coverage](#)
 - The Southern - [News Story](#)
 - The Patch.Com - [News Story](#)
 - Metropolis Planet - [News Story](#)
 - Illinois Transportation News - [News Story](#)
 - Infotatile.com - [News Story](#)
 - The Paducah Sun - [News Story](#)
 - theexpiredmeter.com - [News Story](#)
 - KPVI TV (out of Idaho) - [News Coverage](#)

This is a G1O2SA focused initiative.

- On 05/24, Trustee Darden, VP Cather, Ginger Harner, Christina Faulkner, and I attended the College's 30th Adult Education Program Graduation Ceremony. Several of the College's part-time staff were also in attendance. Thirteen (13) GED graduates and 27 Alternative High School graduates were honored at this event. The event was held in the L-Atrium and approximately three-dozen family members were in attendance.

- Over the course of the month, the following K-12 Community Engagement meetings occurred:
 - 05/04, Attended the Union County Young CEO/Entrepreneur Trade Show. Roughly 25 HS Seniors displayed the goods and services developed from their participation in this program. The College will be more actively engaged with this program in the future.
 - 05/09, Dr. Price & I met w/ Century HS personnel Brent Miller, Ashley Dexter, and Landon Sommer for the purpose of recognizing Ben Miller's receipt of the Pulaski Alexander Soil & Water Conservation District Scholarship. Ben will be enrolled in the College's Truck Driving, Basic Electricity, and Welding Programs in the fall. We presented Ben and Brent Miller with a SCC shirt and hat.
 - 05/10, Dr. Price and I met with 16 Century HS graduates who have selected Shawnee Community College as their College of choice and have enrolled for the Fall 22 semester. We presented all graduates with a SCC shirt.
 - 05/10, at the request of Century HS personnel, Carrie Davis and I attended the Century HS Awards Ceremony during the evening. Carrie & I presented scholarship awards to several of the HS's graduating senior class.
 - 05/11, Monica Brahler, Carrie Davis, and I attended the Anna-Jonesboro HS Awards Ceremony during the evening. Carrie & I presented scholarship awards to several of the HS's graduating senior class.
 - 05/12, VP Darci Cather & I attended the Joppa HS Graduation Ceremony. At the ceremony, I delivered a speech and presented 3 of the HS's 11 graduates with a certificate for completing their Associate Degrees. In addition, I presented another student with a certificate for completing more than 30 College credits.
 - 05/19, VP Clark, Dr. Teske, and I attended the Anna Junior High School graduation (we each had family members graduating). There were 86 graduates. Of those, 85 attended the post-graduation party hosted at the College in the gymnasium. Each of the students received a plethora of SCC swag (including a T-Shirt) and a hand-written note inviting them to continue connecting with the College throughout their High School Career. Tina Dudley wrote all the notes - God Bless Her!
 - 05/20, Trustee Darden, Trustee Shelton-Yates, Teale Betts and I attended the Vienna High School graduation. Roughly, 1/3 of their nearly 90 graduates identified SCC as their preferred location for the Fall 22 semester. In addition, five of their graduates - including two of their valedictorians and one of their salutatorians - also completed their college degree.
 - 05/23, hosted an event that welcomed Dongola's entire FY23 senior and junior class of students to campus. These students will be the first group of students who will be attending SCC's Early College program starting with the Fall 22 semester.

- 05/26, hosted a lunch with Dr. Paige Maginel (Superintendent – Dongola) and Mr. Jason Hayes (Superintendent – Massac Unit-1) for the purpose of discussing future partnership efforts (note: Dr. Vickie Artman, Superintendent – Joppa, was also invited but had a last-minute commitment that prevented her attendance). At this meeting Dr. Maginel shared her excitement with the upcoming Early College partnership between Dongola and SCC. At the conclusion of the meeting Mr. Hayes agreed to meet with me to discuss similar options for Massac Unit-1.
- Miscellaneous Employee Culture Building Activities (G3O5SE):
 - 05/02, Potluck Lunch & Learning Activity.
 - 05/03, Potluck Lunch & Games.
 - 05/04, Potluck Lunch & Games.
 - 05/05, Cookout & Cornhole Tournament
 - 05/06, Nurse Appreciation Lunch & Gifting
 - 05/12, Faculty Appreciation Lunch & Gifting
- Over the course of the month, the following Budget Development (G4O6SC) meetings occurred:
 - 05/11 – Reviewed Academic Affairs Budget with VP Cather.
 - 05/17 – Reviewed Adult Education Budget with VP Cather, Dr. Shelby, and Ginger Harner.
 - 05/20 – Reviewed Public Information & Marketing Budget with Kevin Hunsperger.
 - 05/23 – Reviewed Academic Affairs budget with VP Clark and VP Cather.
 - 05/24 – Finalized Academic Affairs budget with VP Clark and VP Cather.
 - 05/25 – Reviewed College Revenue Accounts with VP Clark and Brandy Woods.
 - 05/27 – Reviewed Revenue projections with VP Clark and Brad McCormick.

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

- **ICCB Grant** – Amendment to the Adult Ed Basic Funding in the Adult Education Family Literacy Grant.
- **ICCB** – Signed the ECACE Early Childhood Education Implementation Plan FY23.
- **ICCB** – Signed an Intergovernmental Agreement to provide services that assist with moving students in and through co-requisite focused education and into credit-bearing coursework. In exchange for these services, ICCB will provide the College with \$25K.
- **SBDC Grant** – Amended Small Business Community Navigator Program Agreement.
- **St. Moritz** – Signed FY23 Agreement (approved at 05/02 regular Board Meeting).
- **GEER** – Signed a grant extension through June 30, 2023.
- **MOU** – Signed Transitional Math Partnership Agreement with Joppa HS.
- **MOU** – Signed Transitional Math Partnership Agreement with Anna-Jonesboro HS.
- **Innovative Bridge & Transitions Grant** – Signed a Service Agreement with Kathy Anderson for College & Career Pathways Endorsement and Curriculum Alignment Consulting. Ms. Anderson will be paid \$50/hr. for up to 300 hours of consulting.

- **Requisition (Quint Excavating)** - \$7,900.00 for Concrete Repair to front entrance and K Building Ramp.
- **Requisition (Frankfort High School)** - \$6,500.00 instructional costs related to Educators Rising Program.
- **Requisition (RAGS Pressure Washing)** - \$9,436.00 Pressure Wash the entire building prior to May 13 Commencement
- **Requisition (Farnsworth)** - 4,350.00 Service Fee for the approved task order for the Ball Fields Road Design.
- **Requisition (Crowdus)** - \$4,674.00 for extra COVID cleaning.
- **Requisition (CDWG)** - \$16,871.04 ViewSonic ViewBoard for Adult ED programs (partially funded through grant).
- **Requisition (CDWG)** - \$44,571.08 for ITV Room Upgrades (all campuses and HS's).
- **Requisition (Verizon)** - \$6,796.71 for College Cellphone Usage.
- **Requisition (Almy Education Consulting)** - \$10,000.00, for consulting related to the redesign of the College's Developmental Math courses.
- **Requisition (CDWG)** - \$10,208.13 for yearly maintenance on our 7 Polycom units.

Academic Affairs
Board Report, June 6, 2022

Academic Affairs Highlights

- Accepted into NIU EdSystems Center 2022-2023 cohort of Community College and High School Districts collaborating on implementation of the Currency for College and Career Pathway Endorsements. Awarded a \$25,000 grant as part of the project. This grant will support the incentivization of Health Science College and Career Pathways endorsements and the development of a short-term Health Science certificate which builds in CNA in order to make the program financially aid eligible.
- Hosted a Faculty Appreciation Luncheon on May 12th. Congratulations to Ruth Smith (2020-2021 Faculty of the Year) and Tony Gerard (2021-2022 Faculty of the Year) on their outstanding contributions to SCC.
- Truck Driving Expansion Event at the Metropolis Center on May 24th.
- The Adult Ed program will hold its annual Recognition Ceremony and Reception on May 24th. The program has 35 completers as of mid-May, with more scheduled to test in the coming weeks. 10 students earned their GED and 25 will earn high school diplomas.
- Practical Nursing pinning ceremony was a wonderful experience Saturday, May 14th in the Ed Center. We appreciate Deborah Shelton-Yates and James Darden attending the program that morning. 26 Practical Nurse graduates were pinned and will be returning to campus May 24-26 for their NCLEX-PN Review course before sitting for their nursing boards.

Dean of Transfer & Adult Education Programs Report

- The Developmental Education Reform Act report to ICCB was submitted before the May 1st deadline. This report was a collaboration with Dr. Teske and VP Cather. (*SP Goal 2, Objective 4, Strategies C, D, E, and F*)
- The College's FY23 Perkins Local Application and Comprehensive Local Needs Assessment (CLNA) as required by ICCB for Perkins V funding to support CTE programs was submitted. The application was submitted to ICCB on May 13th. The request was for \$260,000 to support learner access to SCC CTE programs of study, especially those students who had been underserved in the past or who had substantial education needs. (*SP Goal 1, Objective 2, Strategy O*)
- Dr. Shelby attended the SCC Commencement Ceremony on May 13th and wants to commend all involved in a wonderfully organized evening for our students and their families.
- Dr. Shelby and math faculty continue work on co-requisite course development through the ASPIRE project. (*SP Goal 2, Objective 4, Strategies C, D, and F*)
- Dr. Shelby attended the Adult Education Recognition Ceremony on May 24th.

Coordinator of High School Partnerships and Pathways Report

- The Coordinator and Mindy Ashby attended Awards Day at Vienna High School on May 6th.
- The Coordinator along with Carrie Davis, registered Dongola High School juniors and seniors for the upcoming fall semester on May 12th and 17th. Dongola High School Curriculum Director Ellie Rush brought junior and seniors to Main Campus

on May 23rd. The students were taken on a campus tour, received ID cards, went over their schedule and other activities. *(SP Goal 2, Objective 2, Strategy G)*

- The Coordinator, Blake Goforth, Erin King, Kevin Hunsberger, and Mindy Ashby met on May 26th to continue planning the Career Expo. The Career Expo Fair is part of the SCC Innovative Bridges Grant and all 12 of our SCC schools will be invited. *(SP Goal 1, Objective 3, Strategy A)*
- The Coordinator has been working with the Labor Union on labor union course updates for the Construction Management program guide. These changes were approved at the May 14th Curriculum and Instruction meeting. *(SP Goal 1, Objective 3, Strategy A)*

Director of Adult Education and Alternative Instruction Report

- The Adult Education staff is working on the FY23 Continuation Plan due June 10th.
- The Adult Education Department is outfitting a new lab at the Metro Center. The lab will house the Alternative High School students during the day and serve as an open lab resource for GED/HSE/Bridge students each evening. The program will continue to offer GED classes at the Spence Community Center as well. Many students are able to walk to this in-town location keeping those classes accessible to students who are able to walk to class. *(SP Goal 4, Objective 4.7, Objective 4.8)*
- The Adult Education Department is also installing interactive whiteboards in the classrooms at Anna, Cairo, Metropolis, and on the Main Campus this summer. These boards are state of the art and help instructors provide an immersive, engaging experience for students. The Program has invested in technology upgrades of hardware and software that support student learning, provide extensive academic resource for students, and allow students to gain skills that will help them compete in the workplace. *(SP Goal 4, Objective 4.7, Objective 4.8; SP Goal 2, Objective 2.2)*
- On Friday, May 20th, the Adult Education Director will present to her cohort of the Illinois Digital Learning Lab on the integration of instructional technology into the curriculum. The use of digital lessons and resources aligned to standards-based instruction are providing rich support both in and out of the classroom for students in our program. This school year alone, SCC Adult Ed students have shown proficiency in over 8,600 skills and have mastered over 5,500 skills. *(SP Goal 4, Objective 4.7, Objective 4.8)*
- On May 26th, Director Harner will attend a meeting of the Illinois Adult Education Advisory Council where subcommittees will provide their final recommendations for FY22. As Chair, Mrs. Harner will bring these recommendations to the ICCB Board at their June Meeting in Springfield. *(SP Goal 3, Objective 3.1, Objective 3.2)*

Nursing and Allied Health Report

Nursing

- PN informational meetings were held May 3rd and May 5th for 34 new and returning students.
- PN Orientation will be held on June 2nd to formally accept seats in the program and classes begin June 6th. 30 New PN students were offered seats in the upcoming program.

- ACEN Evaluation Review Panel Deliberation is scheduled for June 6th at 1:15pm. Nursing faculty were invited to listen to the deliberation via Zoom and will meet in the nursing department.
- The Nursing and Allied Health Advisory Meeting was held April 27th via zoom with 28 individuals present representing our programs and our community partners. The next meeting is scheduled for Wednesday, November 9th.
- 5 students completed the Spring 2022 CNA program at the Anna center. 36 Dual-credit students completed the CNA program between 3 programs: Massac, Vienna, and Goreville. We are actively seeking additional instructors for Union County, Cairo and Meridian schools.

Enrollment Data Fall 21-Spring 2022:

Beginning of Month	PN (Total FT/PT)	ADN (Total FT/PT)	D/F/M/WD*
August 2021	37	50	
September 2021	34	46	ADN 4 Covid Vaccine WD PN 1 Covid Vaccine WD, 1D
October 2021	34	40	ADN: 6 Covid Vaccine WD
November 2021	31	39	PN: 2F 1D ADN: 1 D
December 2021	31	34	ADN: 3F, 2D
January 2022	28	31	PN: 3F ADN: 3F
February 2022	28	31	
March 2022	28	31	
April 2022	27	31	PN: 1 WD without academic penalty
May 2022	26 Graduated	29	PN: 1 Fail; ADN 2 Fail

* Drop/ Fail/ Medical/ Withdrawal

Allied Health

End of the semester/ program totals:

- 4 of 5 EMT students passed the EMT Course; 1 student took an incomplete in the course at this time. Students will be eligible to sit for their NREMT boards in June.
- 2 Students completed the Emergency Medical Responder course for Spring 2022.
- 2 EMT courses will be held in the fall: 1 evening class at Main Campus, 1 Saturday class through the Cairo extension center and an Alexander County EMS agency.

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- 5 Medical Assistant students completed the MA program and have registered for the certification exam. One of those students has been accepted into the PN program as well.
- 1 Student Completed the Social Work AAS.
- 2 Students Completed the Medical Office Assistant certificate.
- 4 Students completed the Medical Coding Specialist certificate
- 46 Dual-credit students completed HIT 100 Medical Terminology for the Spring Semester between 2 schools.

Career and Technical Programs Report

CPR & Public Safety

The CPR Program has held 167 classes and certified 590 students this Spring Semester. There are currently 16 classes scheduled to take place this summer.

The Driver Safety Program received and processed 597 applications for Spring Semester. There have been 429 participants who received a certificate of completion. There were 10 face-to-face classes held with a total of 48 students attending. There are 9 face-to-face classes scheduled for this summer.

SBDC

The SBDC advised a total of 41 businesses during the month:

- 12 of 41 businesses advised face-to-face for total of 18.25 hours
- 12 of 41 businesses advised by phone for a total of 18.25 hours
- 17 businesses advised by email
- 10 minority-owned businesses met to discuss development of mentoring program
- Total New Client Sign Ups – 3

Workforce Development

Dr. Mason and Leslie Cornelius-Weldon, Cairo Extension Center Coordinator are collaborating on a Deckhand job training proposal for Cairo Waterfront Services. Classes will be held at the Cairo Extension Center.

Community Outreach

The ElderReach program provided 4-week sessions of its Tech for Seniors workshop and Chair Yoga for Seniors at the Cairo Extension Center. Six seniors participated in the Tech workshop and 15 are participating in the yoga class. The Egyptian Area Council on Aging extended its contract to SCC for another year

Darci Cather

Vice President Academic Affairs

May 2, 2022

Date

Administrative Services
Board Report, June 6, 2022

Facilities Department

The Facilities Department was instrumental in numerous projects this May: Commencement and nursing pinning ceremony setup which included securing landscaping and power-washing services. Cleaned and repaired the rooftop at the Cairo Center. Installed upper lighting in the K-Atrium with LED lights. Continued progress with meetings on the gymnasium floor and bleacher project. Met with, and will continue talks with the architects for the asphalt road project, that will go around the ballfield and connect with the trucking building. Worked with Johnson Control on the repair of the #2 chiller. Setup and take down for the groundbreaking ceremony at the Metro Center for the new SCC Truck Driving School.

Business Service Department

Completed the annual PCI compliance for merchant credit card processing which included webinar courses on internet security. Completed the annual Federal Higher Education Emergency Relief (HEERF) report. Completed FY23 blanket purchase orders over \$25,000. Attended the Illinois Community College CFO meeting via zoom.

IT Department

The IT Department uploaded data to the Ellucian Cloud for the Mock 1 review. This data will be used to finish our Ethos install and ready the path for Intelligent Learning Platform and Ellucian Experience. The next step will be Mock 2 where user end testing will begin. A new door entry keypad has been programmed at the Cairo Center. Additional network cabling in the gymnasium was added for commencement streaming. Website updates were completed for Financial Aid and Community Education. IT met with Extreme engineers to address WIFI issues at Main Campus. Installation of a new Ricoh copier for the Nursing area and Metro Center was completed. Twenty all-in-one PCs will be installed at Metro during break for Adult Education.

Administrative Services / CFO

Participation in the discussion regarding replacement of the gym floor and bleacher project. Visit to Three Rivers Community College. Meeting regarding the possible pursuit of Intrafi Network Deposit. Reviewed the Facility Condition Assessment spreadsheet. Participated in Policy Review training, RAMP, and DEI Council Review meeting, as well as Community Engagement via Union County CFO Meeting and Cobden Lions Club meetings. Assisted with setup and participated in the SCC Commencement ceremony. Reviewed the lease for Anna Extension Center. Continued work within Budget Development.

Chris Clark

Vice President of Administrative Services

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Human Resources
Board Report, June 6, 2022

I started out May recruiting for and conducting 11 interviews for the following positions: Research Associate, IT Support Specialist, Automotive Faculty, Nursing Faculty & Librarian

In May we celebrated our employees with a week of fun activities the Cultural Awareness Team (Erin King, Chair) put together. This included themed potlucks, games, campus clean-up day, etc.

We brought awareness to Mental Health by inviting Tina from Massac Mental Health to speak to employees during lunch on May 2 where she gave tips on what to watch for in our students and how to help our own mental health with work-life balance. The team is also in the planning stages of a celebration for Juneteenth. The DEI Council met to review the policy review tool and to put together a draft of a Remote Work policy that will be sent to the Executive Council's next meeting. Professional Development team is putting together monthly development that can be completed based on feedback received from employees. We also will be sharing tips with all employees on how to handle "Crucial Conversations". The first was tips on how to disagree respectfully. Another was how to address bad behavior. I was able to utilize the Exit Interview tool for the employees exiting the college in May. I created this tool as Google form based on the feedback I received from the Employee Relations team in completion of goal 3.5.B of the of the Strategic Plan.

All of the Economic Interest Statements were received and submitted to the County Clerk prior to the May 1st deadline.

I attended a Four Rivers SHRM meeting as well as Safety, Survey, Cabinet, Executive Council, DEI Council, Employee Relations, Professional Development & Cultural Awareness team meetings this month. I also conducted the annual Federal Motor Carrier Safety Administration checks on all of our CDL drivers for the college so that we would be following our DOT regulations. I also submitted an MVR check for others who have been driving college vehicles regularly, as recommended by our insurance carrier. I attended a CUPA webinar that had great ideas from Dr. Lee about how performance appraisals need brought into the 21st Century. I think it aligns well with SCC's Strategic Plan Goals and hope to use that for make some improvements in that area in the future

Submitted By: Emily Forthman, Executive Director of Human Resources

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Institutional Research, Effectiveness, & Planning
Board Report, June 6, 2022

The following report summarizes the more notable activities since the submission of the last Board report (**April 21, 2022-May 24, 2022**).

- Continued meeting with staff and leadership to strengthen the use of our infrastructure for systematic data collection, reporting, and use (2.1.H., 4.1.A., 4.1.E, 4.1.F., 4.3.C., 4.5.B., 4.5.C.).
 - Conducted weekly (and as needed) report meetings with S. Black, D. Fehrenbacher, and/or J. VanMeter
 - Facilitated ad hoc survey committee to discuss survey timeline, tools, and questions aligned to our KPIs
 - Presented a survey timeline and process for collection of course evaluations, graduate exit and follow-up surveys, employer surveys, employee surveys, and community surveys to Cabinet for approval
 - Along with B. Goforth, completed the graduate exit/follow-up and employer satisfaction draft surveys
 - Submitted all gathered SCC applications and recommended questions for capturing KPI data to Student Affairs; participated in dual credit application meeting
 - Presented the Smart Evals timeline to Cabinet for approval
 - Worked with D. Boyd on Student Tracker file submissions for National Student Clearinghouse data
- Completed data and reporting requirements:
 - Assisted with labor market, course, program, completion, and success rate data needed for ICCB program review (4.5.B.), program proposals, and other reporting requests
 - Fulfilled external data requests
 - Assisted C. Clark, B. Woods, and L. Price on the annual HEERF II report
 - Met with the CROA consultant on reporting needs and a data dashboard (4.1.A., 4.1.H.)
 - Worked with S. Simpson to complete the ISAC College Materials Survey
 - Continued work on the CCRC Summer Institute data files (2.1.A.)
 - Began work on the Community College Baccalaureate (CCB) proposal data
 - Worked with L. Johnson on the community education data for B1007 annual monitoring report (4.1.G.)
- Participated in the following Shared Governance meetings and completed resulting action items (3.4):
 - Weekly Cabinet meeting
 - Attended Student Academic Leadership Team 5/3/22 to discuss the SCCES framework and the student experience at SCC (4.1.A., 4.1.F.)
 - Student Success Team 5/12/22
 - Student Academic Assessment Team 5/9/22 and 5/23/22
 - Recruitment and Enrollment Team 4/27/22

- Conducted a Shared Governance committee Chair training, along with J. Smith-Fulia (5/11/22) and created a training video with the assistance of R. Stoup and K. Hunsperger (3.1.E.)
- Attended the following webinars/web meetings: (4.1.F.)
 - Postsecondary Data Partnership with National Student Clearinghouse 4/28/22
 - Career Coach 4/26/22
 - Some College, No Credential 5/10/22 along with C. Doerr, J. Smith-Fulia,
 - EMSI/Burning Glass 5/24/22
- Attended the following professional meetings:
 - SIU Women's Spring Luncheon 4/22/22 and monthly board meeting 5/23/22
 - CSICCRG 4/25/22
 - AIR Small IR Offices 4/29/22
 - IL Aspiring Leaders Pre-Academy 5/10/22
 - AIR Community College Meeting 5/20/22
- Participated in the SCC Employee Cookout 5/5/22
- Participated in the SCC graduation 5/13/22
- Ensured completion of the CCSSE surveys and their return to University of Texas-Austin for scoring (K. Frassato manages this process)
- Reviewed the current student academic assessment plan and provided recommendations for revisions (4.1.C)
- Reviewed the proposed technology plan and made recommendations on KPI alignment (4.1.E., 4.7.A.)
- Assisted in the Research Associate interview process

Submitted by: Dr. April Teske
Executive Directory Institutional Effectiveness

Public Information & Marketing
Board Report, June 6, 2022

Reporting period is from April 27 to May 24, 2022. The numbers are great this month, in large part due to the commencement and LPN pinning ceremonies. Please let me know if you have any questions. Thank you!

Facebook

Total followers: 6,956

Total likes: 6,607

Facebook page reach: 34,109 (+1%)

*This is the number of people who saw any content from the Shawnee Community College FB page or about our page. This includes posts, stories, ads, social information from people who interact with our page, etc.

New page likes: 47 (+21%)

New page followers: 68 (+62%)

Page visits: 1,946 (+59%)

Recommendations: Insufficient data from Facebook at this time.

Post engagement: 22,013 (+208%)

*This is the number of times people engaged with a post through reactions, comments, shares, or clicks.

Video views: 7,360 (+100%)

Facebook Ads

The summer/fall enrollment carousel ad has (to date) a reach of 9,274 and 22,631 impressions. Budget for this is \$250, we've spent \$112.19 so far.

Instagram

Total followers: 1,016

Reach: 1,818 (-81.1%)

Profile visits: 254 (-0.4%)

New followers: 16 (-27.3%)

When I started here on Feb. 28, it was one of my early goals to bring more attention to our Instagram page. Having down that, we saw huge spikes in engagement and followers. Now that we have an audience, things have settled a bit. I am working on new ways to continue to breathe new life into that channel. Instagram is growing, but it's leveled off.

Twitter

Total followers: 1,146 (+12)

Tweets: 98

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Tweet impressions: 12,400 (+5.7%)
Profile visits: 5,323 (-0.6%)
Mentions: 17 (-22.7%)

LinkedIn

Total followers: 2,172
Impressions: 1,409

Local News Coverage

April 26		The Southern	Day of Giving Preview	N/A
April 27	10 PM News	WSIL	Day of Giving Preview	Dr. DuFour
April 28	AM News	WSIL	Day of Giving Preview	Dr. DuFour
MAY				
4	5 PM News	KFVS	Truck Driving PKG	Kelly Jennings
4	6 PM News	WSIL	Camp VO	N/A
4	6 PM News	WSIL	Truck Driving VO	N/A
5	AM News	KFVS	Truck Driving PKG	Kelly Jennings
9	AM News	WSIL	Community Ed/ Kids' Camps Live interview	Kevin Hunsperger
9	5 PM News	WSIL	Community Ed/ Kids' Camps VO	N/A
9	6 PM News	WSIL	Community Ed/Kids' Camps VO SOT	Kevin Hunsperger
24	5 PM News	WSIL	Truck Driving VO SOT	Dr. Taylor
24	10 PM News	WSIL	Truck Driving VO SOT	Dr. Taylor
25	AM News	WSIL	Truck Driving VO SOT	Dr. Taylor
25		Paducah Sun	Truck Driving	



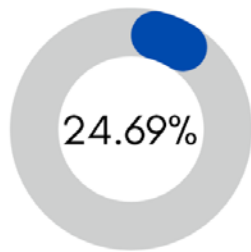
April 28-May 25 2022 Report
Tactics: SEM

Paid Search Report / Budget \$1200

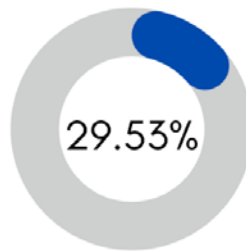
Actionable Clicks	Cost	Impressions	Cost Per Click	Phone Calls
2.61k	\$1,130	8.82k	\$0.43	56

Actionable Clicks: the user clicked on your ad and then took action on your page.

Impression Share

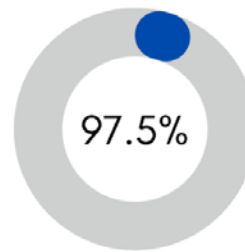


Click through Rate



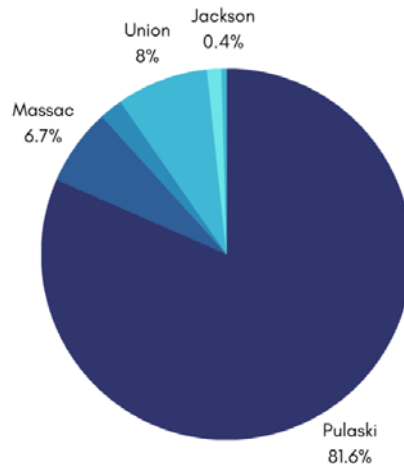
Nationwide Average 3.78%

Ad Optimization Score



Top Locations

- Pulaski County
- Union County
- Massac County
- Goreville
- Johnson County
- Alexander County
- Murphysboro



Top Performing Ads

Most-shown ads

- SCC Enroll - dynamic ad group

Ad	Impressions	Clicks	CTR
● Enabled	2,876	723	25.14%

Most-shown ads

- Fall Enrollment

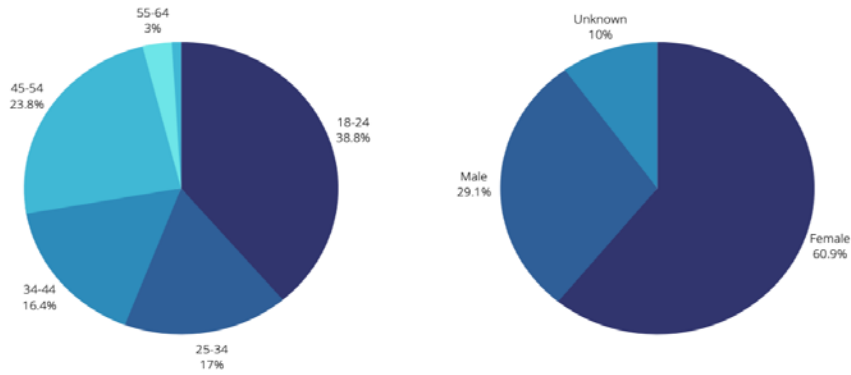
Ad	Impressions	Clicks	CTR
● Enabled	2,802	903	32.23%

Most-shown ads

- Dual Enrollment

Ad	Impressions	Clicks	CTR
● Enabled	1,410	367	26.03%

Top Performing Demographics



Top Visited Pages

1. register
2. courses
3. programs
4. student resources
5. lpn program
6. financial aid
7. truck driving
8. admissions
9. cna program
10. associates nursing
11. ota program
12. nail technology
13. tuition and fees
14. administrative services
15. mlt
16. hvac

Submitted By
Kevin Hunsperger
Executive Director of Public Information & Marketing

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The Saints Foundation
Board Report, June 6, 2022

The Day of Giving date was a success with almost \$25,000 being raised. Thanks to Dr. Taylor, the college faculty and staff that assisted in getting this event off the ground. Many thanks to the Saints Foundation board and all who helped make this event a success.

The Saints Foundation met with former Illinois Senator and Congressman Glenn Poshard on May 20th, 2022 to discuss fundraising and to look at opportunities that lie in our district. Dr. Poshard and his wife Jo started the Poshard Foundation over 20 years ago and it was illuminating to see his perspective when it relates to fundraising.

Submitted by
Dr. Jeffrey Dufour
Executive Director of the Saints Foundation

Student Affairs
Board Report, June 6, 2022

Student Support Services – Amber Suggs

The Student Support Services (SSS) had the All-Star Showcase, an event of virtual recognition of students and their achievements! It was a great time had by all.

SSS is beginning the transfer season; we have had six students graduated in Fall 2021. For this semester, we have 32 students who applied for graduation and nine students intended for summer. For the academic year 2021-2022, we have 47 students.

SSS Director Amber Suggs presented at the New Mexico Professional TRiO Conference.

SSS is preparing a great interactive summer for our students. We will have a number of college visits and cultural events.

SSS is preparing to disseminate the Supplemental Grant Aid to students for the Spring Semester.

Educational Talent Search – Jipaum Askew

ETS Staff continued to provide career exploration for Shawnee Community College (SCC) district sophomores at Meridian High School (HS). Recruitment of students for the ETS program continued with Cairo Jr/Sr. HS and Vienna Jr/Sr HS.

ETS Staff provided college tours to Harris-Stowe University and Lane College for Cairo HS and Meridian HS students. In addition, ETS partnered with Brookport Elementary to take sixth graders to visit the St. Louis City Museum.

Staff provided workshops on Science, Technology, Engineering, and Math (STEM) using Sphero bots, programmable robots, KEVA Planks, uncoated, natural wood planks, and Brookport, Maple-Grove, and Cairo Elementary students.

ETS and Arrowleaf, a Southern Illinois community service organization, collaborated to combine Prevention Awareness Week's observance with ETS's multi-media program on May 12.

Athletics – John Sparks

General News (John Sparks)

The John Sparks Fun-DA-Mental Basketball Camp is set for June 13 thru the 15th. This camp is geared for boys and girls in 3rd through 8th grade.

The SAINTS Elite Basketball Camp is set for June 20. This camp is for high school boys that are potential college basketball players.

Student-Athletes Academics by the numbers;
16 Academic All-American Nominees
6 Student-Athletes with a 4.0 GPA
24 Student-Athletes with a 3.5 GPA or higher
45 Student-Athletes with a 3.0 GPA or higher
Spring 2022 Athletics GPA is 3.0

Men's Basketball (John Sparks)

Robert Stafford (Egyptian HS) has visited campus and workout with the men's basketball team and will be offered a scholarship next week when he meets with us. Robert is a 5'10 190lbs guard from Tamms, IL, averaging 22.4ppg, 6.5rpg, 4.8apg, and 3.7spg. The 1000-point scorer finished the 2021-22 season with 693 points, ranking him the 2nd All-time leading scorer at Egyptian High School.

The SAINTS finished with a team GPA of 2.6 and had one Academic All-American nominee in Kyonte Holder, who graduated with honors and a 4.0 GPA. Five SAINTS were eligible to graduate this Spring.

Women's Basketball (Chevis Thompson)

The Lady Saints are close to finishing their recruiting for the 2022-23 season.

The Lady Saints finished with a team GPA of 2.0 but had two ladies, Anna Hess & Janiece Ellerbee, that are Academic All-American nominees. Seven Lady Saints were eligible to graduate this Spring.

Baseball (Ken Reichert)

Saints Baseball season has come to a close. The SAINTS finished with a record of 2-40.

Saints Baseball finished with a team GPA of 3.0. Brendan Gallaher, Augustus Garner, Seth Jones, Christopher Maxwell, Justin Moses, Holden Newton, Marcel Vitale, and Jeremy Choate are Academic All-American nominees. Seven baseball players were eligible to graduate this Spring.

Softball (Kyle Smith)

The Lady Saints Softball season has come to a close. The Lady Saints finished with a record of 8-47.

The Lady Saints Softball team finished with a 3.15 GPA. Kaiyah Adams, Miley Kwiatkowski, Megan Theis, and Alexandria Paintner are Academic All-American nominees. Five softball players were eligible to graduate this Spring.

Volleyball (Jamie Chambers)

The Lady Saints Volleyball team finished with a 2.67 GPA. Daisha Carthell, Izabella Dillingham, Kamryn Madinger, and Bryanna Pace are Academic All-American nominees. Two softball players were eligible to graduate this Spring.

Recruitment & Enrollment – Dr. Cara Doerr

All staff assisted with Commencement and have been working hard to get students tested and/or enrolled. I want to give a shout out to Advisor and Recruiter Carrie Davis and her recruiting efforts. She takes on more and more every day and she always does so with a smile and enthusiasm! I would also like to add that although Mindy Reach and Tanya Hill are in another unit, they are both proactive, thorough, and knowledgeable advisors, and they have both started joining our meetings. They have a wealth of knowledge and experience and are assets to our college and are able to help mentor other staff. I am happy they are able to join us and collaborate with us on ways to best meet our students' needs.

I am working on writing a new statement for the website about payment options and deadlines. Dr. Price, Chris, Danielle, and I are working with the Business Office, Academic Affairs, Financial Aid, and Business Office on a process and dates for de-enrollment, which will include how we plan to "save" students from the de-enrollment.

We met Thursday, May 19, to discuss the order of billing and institutional waivers. In addition to evaluating our order of billing, we are looking at ways we can save the institution money while at the same time maintain the integrity and purpose of institutional aid. For example, I think initiating small changes such as tuition waivers waiving tuition only (and no fees) or allowing only mandatory student fees rather than all lab/course fees. Additional measures we are evaluating include capping some tuition waivers at 12 hours (full-time equivalent).

I worked with Danielle to develop a new student withdrawal form. This is one measure put in place so that we are in compliance with Return of Title IV requirements, which include a documented procedure for student withdrawals. The drafted form will be presented at the next Executive Council meeting. In addition, the SARA policy is also being presented to Executive Council at the next meeting.

I re-wrote all of the content for the Financial Aid website and created several new web pages. Jonathan Van Meter was instrumental in helping me with this undertaking and did a fantastic job! I'm now working on creating Registrar/Records web pages. Danielle created a central hub/location in MySCC for all Registrar/Advisement forms, processes, articulation agreements, etc., to be housed, and all staff will be able to access this information. Many of these items will be posted on the Registrar/Records webpages as well, but this will serve as a central location for staff to access information related to advising and the student record.

Danielle and I developed a consolidated Early College Pathways application form to replace the two existing "escrow" forms and streamline paperwork and dual credit/dual enrollment registration.

Danielle, Carrie, and I have been worked alongside Teale, Mindy, and Erin to plan a Dongola High School visit and provide students with an orientation event for their Dual Credit initiative.

Worked to plan an Extended Summer Registration which will be Wednesday, June 1 & Thursday, June 2, 4:00-6:00 pm, Saturday, June 4, 8:00-12:00, and Monday, June 6,

4:00-6:00 pm. All locations will be open and offer extended registration hours. Kevin is advertising.

Meeting with SIU Nursing on 05/31 to discuss possible collaboration opportunities.

Recruitment

The Recruiters/Advisors, Dr. Taylor, and I attended all of the 12 High School Awards events and some high school graduation ceremonies. I am developing a recruitment plan that includes a recruitment communication plan for the upcoming cycle. As of 05/19, we are up 55% to date in fall applications and up 7.14% in enrollment for fall.

We are working on summer recruitment plans and will be attending several community events, carnivals, and fairs.

Picture removed due to Student Names listed

Color Key

Monica = purple

Kyle= blue

Carrie = orange

Greg = dark green

Beth = light green

Leslie= pink

Jessica= grey

Campus Visit = yellow

Financial Aid= red

Career= light blue

Financial Aid

Figured Satisfactory Academic Progress (SAP) for all students receiving Title IV funds for the Spring 2022 semester and sent e-mails to each student regarding their status. Processed appeals submitted for Summer 2022.

Assisted students in person and through Zoom (when requested) with the 2021-2022 and 2022-2023 FAFSA.

Attended the NASFAA Webinar on Your Top Ask Regs Questions on May 18. Attended the NASFAA Webinar on the Annual Business Meeting and Policy Update on May 24.

Tammy Capps: Entered 2022-2023 scholarship amounts on student aide screens and printed scholarship certificates for all twelve-district high school award ceremonies.

Mandy Hazel: Participated in the Policy Review Training on May 11. Sent offer letters for new or updated financial aid packages.

Lisa Meyer: Made daily adjustments to student scholarship and waiver amounts for Spring 2022, Summer 2022, and Fall 2022 classes added and/or dropped and sent work-study evaluations to supervisors for Spring 2022.

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Registrar

The Spring 2022 graduation numbers are attached. Last spring, there were 313 degrees awarded.

On May 18, Danielle Boyd attended a webinar from the National Student Clearinghouse on the new warning codes for reporting.

Danielle Boyd and Dr. Cara Doerr are updating advisement forms and finding a centralized location on MYSCC to store them.

Student & Community Outreach - Lindsay Johnson

Anna Extension Center Report

During May, the Anna Center welcomed various events for our community. On May 2, SIUC made a surprise presentation to Anna Center's student, Jessica Cates. Jessica was awarded the Provost Scholarship for SIU. The Anna Center staff wishes Jessica the best in her future endeavors! On May 5, a Driver Safety course was taught to area participants. Union County's swim team, the Blue Dolphins, held training and a board meeting to prepare for their summer events on May 9 in the conference room. There was a CPR class taught for a local business's employees at the Anna Center on May 11. The Union County CEO Board of Directors held a meeting in the conference room on May 17. The Regional Office of Education #30 had a discussion on May 31 at the Anna Center.

Cairo Extension Center Report

The Cairo Center has held a Yoga for Seniors class and Food Sanitation class on May 7. The Cairo Center partnered with the NAACP to bring the Kidney Mobile, Land of Lincoln expungements, Lions Club hearing, vision screening, and Southern Seven (WOW van) on May 16 and partnered with U of I to hold a container garden class on May 18. The coordinator attended the Cairo High school awards banquet on May 11, 2022, and the Meridian High school awards banquet on May 17, 2022.

Metro Extension Center Report

Kyle Smith and Kevin Hunsberger attended the Joppa high school signing and welcomed three students to the Saints family. During Finals week, students were provided snacks by the First Baptist Church, Women of the Union Baptist Association, and Seven Mile Baptist Church. The SCC Metro Center held the Drive Safety class on May 14, 2022, and 11 students participated. The Metro Center will offer four summer camps from June 13-16; First "Class" Cookies, It's Alive (science camp), Saints Healthy Kids 101, and Saints Art Camp.

Vienna Extension Center Report

Shawnee Community College's summer and fall registration dates were organized and conducted at Vienna and Goreville High Schools through the Vienna Center

Coordinator. These events resulted in 42 students registering for classes at Vienna High School and 24 students at Goreville High School. These early registrations were a combination of graduating seniors and Escrow students. Greg Sheppard attended the monthly Johnson County Business meeting in Vienna. Partnerships with various local community events continue to be planned for the summer and fall. Greg Sheppard made arrangements to pick up and distribute caps/gowns for 7 Vienna High School Seniors who will graduate from Shawnee Community College this spring. Schedules and sign-up information has been distributed to all Johnson County schools for this summer's Kids Camps at Shawnee Community College.

Student Success – Mindy Ashby

Student Success Center (SSC) Professional Math Tutor, John Miller, has retired after a long-standing career at Shawnee Community College. John began his professional tutoring career in the SSC in 2010. As a dedicated higher education professional, John committed himself to student success and proved so by assisting students from all backgrounds in mathematics. John was particularly intentional concerning tutoring remedial students. Not only would he emphasize support by meeting students where they were, but he provided relatable activities to support students academically outside of the classroom. We will miss John and wish him the best of luck in his retirement.

The Director of Student Success, Director of Recruitment and Enrollment, and Coordinator of High School Partnerships and Pathways attended the 2022 Awards Ceremony at Vienna High School on May 6, 2022. Scholarship recipients were acknowledged in the Gym.

The Career Services Coordinator, Blake Goforth, has been working with Anna Davenport and the SCC Agriculture Program by helping students practice their presentations through observation and provide commentary/guidance that would ultimately empower students and amplify their projects before their formal presentations Friday, April 29, 2022. The Career Services Coordinator assisted with on-site visits from: Vienna High School on April 5, Century High School on April 20, Meridian High School on April 28, Egyptian High School on April 29, and Cairo High School on May 4. This included, but was not limited to: speaking to each class about their future plans and the services offered by and through the Career Services Office, helping with placement testing when needed, giving or helping campus tours when needed, and answering questions students had about college majors and careers. The Career Services Coordinator is in the process of entering graduation exit surveys from the last two semesters in SurveyMonkey. The Career Services Coordinator has been working with Dr. April Teske to assess the graduation exit survey, six-month survey, one-year survey, and five-year survey to collect data that aligns with the College's strategic plan initiatives. The Career Services Coordinator and Director of Student Success, Mindy Ashby, met with Pam Barbee and Rita Steele of WIOA to discuss a partnership to help SCC students in four main areas: incumbent work training, occupational skills training, work experience, and supportive services. The Career Services Coordinator and Executive Director of Public Relations and Marketing, Kevin Hunsperger, provided free professional headshots for graduating students on April 27, 2022, and had four students take advantage of the opportunity. The Career Services Coordinator is involved with the planning of the High School Career Expo and

conducting a career assessment with students who attend. The Career Services Coordinator presented resume and interview tips to the Metropolis Outreach Center's speech class on April 28, 2022, and the Medical Assistant class at the Anna Outreach Center on May 5, 2022.

Library usage during the first two weeks of May was especially busy. The study rooms were in high demand the week before finals and during finals week. Monday, Wednesday, and Friday, the week before finals week and during finals week, the library averaged nine people in study rooms. On those same days, the library averaged seven people at study tables throughout the library.

A majority of loaned equipment was returned. During the end-of-semester equipment returns, library staff could account for 77% of the laptops having been returned, 76% of the Jetpacks and 100% of the graphing calculators lent out to students for Spring 2022. Students who did not return their equipment by the due date had charges placed on their accounts as well as subsequent holds through the SCC Bursar. Once missing equipment has been returned, those charges will be removed. The library staff cleaned, sanitized, and handed that equipment off to the IT Department to have them reset and ready for the Summer 2022.

Cecilia Knight, the library assistant, attended two webinars: *We Can't Go it Alone: Community-Centered Collaborations during COVID-19*; and *Better Communication in a Diverse Workforce*. The "Mindfulness"; "Donut Stress,"; and "Would You Rather" bulletin boards in the main hallway, the library, and the lower H hallway, respectively, were put together by Cecilia. She also set up three book displays: one on relaxation and mindfulness which was located in the main hallway display case; the second on good study habits in the Student Support Services Tutoring Lab; and the third on various hobbies and skills in the library. She completed her Moodle class on *MARC 21: Standard Training*.

Rachel Hannan, the library assistant, finished her Moodle class: *MARC 21: Standard Training*. She updated the Google Form for students to fill out to request equipment and removed Jetpacks from the form. She also sent out a Google Form to the faculty to get ideas on ways that the library may support their instruction for the summer semester and beyond. Rachel attended two webinars: *We Can't Go it Alone: Community-Centered Collaborations during COVID-19*; and *Better Communication in a Diverse Workforce*.

Retention Specialist, Kaylyn Meyers, facilitated testing services for SP22 end-of-semester makeup exams, the administration of SP22 final exams, as well as coordinated with Professional English/Writing Tutor, Marilyn Crites, and SCC library staff to provide final exam testing accommodations for qualifying students with disabilities. The Retention Specialist saw an increase in students, particularly student-athletes, who greatly benefited from one-on-one as well as small-group tutoring and final-project completion in the two weeks leading up to finals. The Retention Specialist would like to give kudos to both Kylee Frassato, Student Health Specialist, and Debra Baker, work-study student, for their dedication to student success and their willingness to step in wherever needed. On the morning of May 10, 2022, the Retention Specialist assisted Erin King, Student Engagement Coordinator, with the

administration of the Quantitative Reasoning, Algebra, and Statistics portion of the placement test at Anna-Jonesboro Community High School.

Student Senate – Student Senate sophomore elections were held on April 6, 2022, and three sophomores were elected for the 2022-2023 school year. Freshman elections and extension center appointments will be held early in the fall semester. Planning for 2022-2023 opportunities is ongoing.

Coordinator of Student Engagement, Erin King, wrapped up the Spring semester working alongside members of the SSD as well as other departments in the College. The Coordinator of Student Engagement co-coordinated a site visit to Anna-Jonesboro Community High School where she administered the math section of the College's placement exam to high school juniors wishing to take advantage of dual credit opportunities. The Coordinator of Student Engagement also assisted with summer and fall semester registration at Anna-Jonesboro, Vienna, and Massac County high schools. She has also assisted with several of the high schools that visited Main Campus, including Meridian, Century & Egyptian, which all came to campus to take the placement test and took a tour of the facility. Vienna and Cairo high schools also brought groups to visit the Criminal Justice simulator and took a college tour. The Student Engagement Coordinator created the itinerary for the College's Student Success Seminar which was held on May 23, 2022. Students had the opportunity to take a tour, listen to speakers, play games, and eat lunch.

The end of the Spring semester has also included some treats on campus for both students and staff. Staff and faculty enjoyed a week of potlucks and activities hosted by the Cultural Awareness Team. Then, on April 6, 2022, Dr. Taylor hosted "Pizza and Bagels with the President," and grab-and-go snacks were provided for students as they moved through the week of Final Exams. Then, of course, Commencement activities were the icing on the cake!

Student Health/COVID – Kylee Frassato

As Shawnee College transitions to the summer semester, May was once again a great month in terms of the decline in Covid-19 cases for the Southern Illinois area. The spring semester started with a positivity rate of 14.5% and fell to 5.97% by the end. The focus of the Covid team this month was to continue to educate the public about the importance of routine testing if not vaccinated and to keep the public up to date on the newest exposure/quarantine guide. The students in the Shawnee community have done a wonderful job in keeping up with weekly testing, resulting in less than 10 Covid compliance letters being sent out for the entire month of May. A total of 1,390 tests were administered for the Spring 2022 semester, and of those, only 83 were positive. Again, the Shawnee community did an outstanding job of routinely testing and quarantining when symptoms showed, and their efforts did not go unnoticed.

Student Affairs – Dr. Lisa Price

The Union County Baptist Association made goodie bags for students to enjoy during finals week. The students were thrilled to have the treats and we are appreciative of the service from the association.

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Dr. Price has been focusing on budget work, interviewing for a Librarian, CTE Education Pathway grant work, and nursing articulation with SIUC

Submitted by

Dr. Lisa Price



Submitted by James Darden
Illinois Community College Trustees Association Liaison
www.communitycolleges.org

Full article can be read by visiting

<https://www.week.com/2022/04/29/higher-ed-hopes-budget-increases-lead-more-students-building-improvements/>

Higher ed hopes budget increases lead to more students, building improvements

By [Lizzie Seils](#) Published: Apr. 29, 2022 at 3:15 PM CDT

SPRINGFIELD (WGEM) - Following mitigations, a continuing pandemic, and a changing economy, increased funding for Illinois' higher education system may do one thing the industry is hoping for: bring more students into the classrooms.

According to information from the [Illinois Community College Board](#), fewer students have been enrolling in community college each year since 2012. In 2020, 474,478 students enrolled in community colleges statewide. In 2021, 405,444 enrolled, resulting in a 19% decrease.

In contrast, the number of students graduating from community colleges has remained the same, averaging over 60,000 per year. That means there aren't students enrolling to replace the number of students graduating out of the community college system.

ICCB Executive Director Brian Durham said the downward trend is a nationwide trend, caused by the economy as well as the COVID-19 pandemic. The mitigations and lack of in-person learning especially affected community colleges, which rely on hands-on learning and vocational training to draw students in.

"You've had kind of a downward trend for a while, from a really high peak of about 10 years ago," Durham said.

The FY 23 budget is adding \$13 million to state community college funds, a 5% increase from the previous year. They're also expanding [Monetary Award Program](#) grants for students. MAP grants don't need to be repaid and are available for certain eligible students. This expansion would increase who's eligible, which ICCB hopes will draw more people into community colleges.

Under the new budget, students in smaller programs, like those offered at community colleges, would be eligible for MAP grants. That opens up financial aid for students looking to go into construction, semi-truck driving licenses, or criminal justice would be impacted. Overall, ICCB estimates over 2,000 programs would be affected by the grant eligibility. Durham hopes that will draw more students into community colleges.

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“I think it has the potential to help with enrollment certainly,” ICCB Director Brian Durham said. “I think it has really great potential to help low-income students who need assistance to access college in a way they didn’t feel like they could before.”

Beyond community colleges, Illinois’ higher education system is seeing a boost in funding. For FY23, \$54 million more will be allocated to public universities.

Full article can be read by visiting

<https://www.illinois.gov/news/press-release.24819.html>

Fiscal Year 2023 State Budget Includes Largest Investments in Higher Education in Decades

Historic investments help bolster equity in higher education and expand recruitment and retention efforts

SPRINGFIELD, IL - Higher education leaders across the state are celebrating the comprehensive FY 2023 state budget recently passed by the Illinois General Assembly and signed by Governor JB Pritzker on April 19, which includes a historic higher education budget of \$2.24 billion – representing a \$248.5 million increase from last year and the largest increase in over 20 years. This budget will help ensure Illinois continues to make meaningful progress towards creating an equitable, sustainable higher education system that provides broad paths to a prosperous future for every learner, leader, and community in our state.

Among the highlights in the FY 2023 state budget are a \$122 million increase in the state’s need-based student grants Monetary Award Program (MAP), a \$54.8 million (5 percent) increase in funding for public universities, and a \$13.2 million (5 percent) increase in funding for community colleges starting in the current fiscal year and continuing into FY 2023.

This historic investment in MAP is the largest ever and moves us closer to reaching our goal of \$1 billion in MAP funding in 10 years. These crucial funds will create more opportunities for students attending community colleges by expanding MAP eligibility to over 2,000 short-term credit-bearing certificate programs not previously eligible for financial aid. Expanding eligibility for MAP grants will also help meet the needs of Illinois residents on their journey to economic empowerment, regardless of whether their path is job training, an associate degree, or a bachelor’s degree.

Additionally, the budget includes an increase of \$2.3 million for the Minority Teachers of Illinois (MTI) scholarship to attract more teaching candidates of color to high-need schools, and an increase of \$535,000 for the Diversifying Faculty Initiative to increase minority faculty.

The budget also includes important investments for recruitment and retention efforts in health care: \$25 million for the Pipeline for Advancement of the Healthcare (PATH) Workforce, a new program to expand the health-care workforce through the state’s community college system; \$10 million for the Behavioral Health Workforce Education Center, a new partnership with the Illinois Department of Human Services and higher

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education to expand the number of behavioral health-care workers; \$6 million for new scholarship and loan repayment programs for school social workers; and \$5 million for the new Community Behavioral Health Care Professional Loan Repayment Program. These efforts will increase the state’s health-care workforce as we continue to recover from the effects of the COVID-19 pandemic.

“Illinois Community Colleges already account for \$3.5 billion in economic output and more than 43,000 jobs across Illinois. The increased overall funding this year will allow our system to create even more opportunities for students no matter where you live,” said ICCB Board Chair Lazaro Lopez.

Also noteworthy is the one-time \$230 million payment which will eliminate the estimated unfunded liability for the state’s pre-paid tuition program, College Illinois!®. These funds will bring immediate relief and comfort to the nearly 25,000 contract holders who have faced uncertainty about the state’s ability to meet its fiscal obligations to participating students and families. The payment will also save the state \$75 million over the long term.

“Increasing MAP funding to a historic high of \$601 million means that the program will likely serve all eligible applicants with larger awards—improving the purchasing power of MAP and significantly increasing access to higher education for students who might not otherwise have thought it was possible,” said ISAC Executive Director Eric Zarnikow. “This extensive investment in education, including the supplemental appropriation for the College Illinois! Prepaid Tuition Program, reflects the State’s commitment to meeting its obligations and working to ensure that every student in Illinois has the educational opportunity they deserve.”

Highlights of the fiscal year 2023 budget:

- \$122 million increase in MAP funding, while also expanding MAP to many credit-bearing programs of less than one year offered through Illinois Public Institutions
- \$54.8 million (5%) increase in funding for public universities through a supplemental appropriation starting in fiscal year 2022 and continuing in fiscal year 2023
- \$13.4 million (5%) increase in funding for community colleges through a supplemental appropriation starting in fiscal year 2022 and continuing in fiscal year 2023 and \$2.6 million (5%) increase for adult education and career and technical education
- \$25 million for the Pipeline for Advancement of the Healthcare (PATH) Workforce, a new program to expand the health care workforce and additional \$2.8 million to encourage and support recruitment and retention of nurse professionals
- \$1.98 million to increase the Diversifying Faculty in Illinois program, expanding the number of fellowships to increase the number of minority faculty
- \$2.3 million in additional funding for the Minority Teachers of Illinois Scholarship Program to help address the teacher shortage and improve the diversity of the teacher workforce
- \$230 million to eliminate the estimated College Illinois! unfunded liability to meet commitments to families who pre-paid for college through the program
- \$5 million for City of Chicago Career & Technical Education
- \$5 million for College Bridge grants
- \$5 million for Trade School programs

Shawnee Community College

Financial Report



Ten Months Ended

April 30, 2022

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
OPERATING FUNDS
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%	Legal Budget As Adjusted 4/30/22	Year to Date Revenues 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Realized 4/30/22
Operating Revenues by Source				
Local government:				
Current taxes	\$ 1,982,403	\$ 1,890,769	\$ 91,634	
Chargeback revenue	-		0	
TOTAL LOCAL GOVERNMENT	\$ 1,982,403	\$ 1,890,769	\$ 91,634	95.38%
State government:				
ICCB Credit Hour Grants	\$ 1,217,883	\$ 1,199,769	\$ 18,114	
ICCB Equalization Grants	2,711,080	2,325,453	385,627	
State Board of Education- Vocational Education	118,591	112,396	6,195	
Corporate Personal Property Replacement Tax	525,834	969,251	(443,417)	
TOTAL STATE GOVERNMENT	\$ 4,573,388	\$ 4,606,869	\$ (33,481)	100.73%
Federal government:				
Federal Stimulus Funds-HEERF	\$ 900,000	\$ -	\$ 900,000	
TOTAL FEDERAL GOVERNMENT	\$ 900,000	\$ -	\$ 900,000	
Student Tuition and Fees:				
Tuition	\$ 4,397,667	\$ 3,823,013	\$ 574,654	
Fees	812,694	598,605	214,089	
TOTAL TUITION AND FEES	\$ 5,210,361	\$ 4,421,618	\$ 788,743	84.86%
Other sources:				
Sales and Service Fees	\$ 87,000	\$ 59,386	\$ 27,614	
Facilities revenue	45,000	43,667	1,333	
Investment revenue	32,500	9,656	22,844	
Other sources	440,600	84,575	356,025	
TOTAL OTHER SOURCES	\$ 605,100	\$ 197,284	\$ 407,816	32.60%
TRANSFERS	\$ 20,000	\$ -	\$ 20,000	
TOTAL 2021-22 BUDGETED REVENUE	\$ 13,291,252	\$ 11,116,540	\$ 2,174,712	83.64%
Less non-operating items*:				
Tuition chargeback revenue	\$ -	\$ -	\$ -	
ADJUSTED REVENUE	\$ 13,291,252	\$ 11,116,540	\$ 2,174,712	83.64%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

<u>Expenditures By Program</u>	Legal Budget As Adjusted 4/30/22	Year to Date Expenditures 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Expended 4/30/22
Instruction	\$ 4,961,238	\$ 3,592,421	\$ 1,368,817	
Academic Support	434,560	347,877	86,683	
Student Services	1,162,181	895,874	266,307	
Public Services	79,685	42,283	37,402	
Operation & Maint. of Plant	1,368,740	1,008,579	360,161	
Institutional Support	2,615,515	1,756,679	858,836	
Scholarship, Student Grants, & Waivers	2,201,786	1,928,212	273,574	
TRANSFERS	2,663,771	560,930	2,102,841	
Total 2021-22 Budgeted Expenditures	\$ 15,487,476	\$ 10,132,855	\$ 5,354,621	65.43%
ADJUSTED EXPENDITURES	\$ 15,487,476	\$ 10,132,855	\$ 5,354,621	
 <u>By Object</u>				
Salaries	\$ 6,836,734	\$ 5,014,532	\$ 1,822,202	
Employee Benefits	781,490	519,773	261,717	
Contractual Services	1,246,686	1,023,556	223,130	
General Materials & Supplies	631,003	399,521	231,482	
Conference & Meeting Expense	128,346	38,267	90,079	
Fixed Charges	130,560	97,992	32,568	
Utilities	643,240	478,660	164,580	
Capital Outlay	83,500	32,011	51,489	
Other	2,342,146	1,967,613	374,533	
Provision for Contingency	-	-	-	
TRANSFERS	2,663,771	560,930	2,102,841	
Total 2021-22 Budgeted Expenditures	\$ 15,487,476	\$ 10,132,855	\$ 5,354,621	65.43%
ADJUSTED EXPENDITURES	\$ 15,487,476	\$ 10,132,855	\$ 5,354,621	

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS BY FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

EDUCATION FUND	Legal Budget As Adjusted 4/30/22	Year to Date Expenditures 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Expended 4/30/22
INSTRUCTION				
Salaries	\$ 4,071,939	\$ 3,016,282	\$ 1,055,657	
Employee Benefits	426,794	270,981	155,813	
Contractual Services	161,505	123,609	37,896	
General Materials & Supplies	153,094	82,849	70,245	
Conference & Meeting Expense	27,336	6,694	20,642	
Fixed Charges	83,860	65,784	18,076	
Utilities	35,150	25,879	9,271	
Other	360	123	237	
Capital Outlay	1,200	220	980	
TOTAL	\$ 4,961,238	\$ 3,592,421	\$ 1,368,817	72.41%
ACADEMIC SUPPORT				
Salaries	\$ 311,488	\$ 255,363	\$ 56,125	
Employee Benefits	26,527	23,668	2,859	
Contractual Services	40,480	20,909	19,571	
General Materials & Supplies	53,865	46,108	7,757	
Conference & Meeting Expense	1,200	1,095	105	
Utilities	-	-	-	
Capital Outlay	1,000	734	266	
TOTAL	\$ 434,560	\$ 347,877	\$ 86,683	80.05%
STUDENT SERVICES				
Salaries	\$ 909,270	\$ 717,805	\$ 191,465	
Employee Benefits	136,492	110,481	26,011	
Contractual Services	39,950	29,288	10,662	
General Materials & Supplies	70,594	36,728	33,866	
Conference & Meeting Expense	4,875	1,572	3,303	
Utilities	-	-	-	
Other	-	-	-	
Capital Outlay	1,000	-	1,000	
TOTAL	\$ 1,162,181	\$ 895,874	\$ 266,307	77.09%
PUBLIC SERVICES/CONTINUING EDUCATION				
Salaries	\$ 52,279	\$ 28,951	\$ 23,328	
Employee Benefits	10,206	4,139	6,067	
Contractual Services	4,160	3,660	500	
General Materials & Supplies	10,540	5,268	5,272	
Conference & Meeting Expense	800	205	595	
Fixed Charges	1,700	60	1,640	
Utilities	-	-	-	
TOTAL	\$ 79,685	\$ 42,283	\$ 37,402	53.06%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS BY FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

	Legal Budget As Adjusted 4/30/22	Year to Date Expenditures 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Expended 4/30/22
EDUCATION FUND				
INSTITUTIONAL SUPPORT				
Salaries	\$ 1,282,301	\$ 886,005	\$ 396,296	
Employee Benefits	154,953	98,764	56,189	
Contractual Services	537,216	491,915	45,301	
General Materials & Supplies	281,610	149,928	131,682	
Conference & Meeting Expense	94,135	28,701	65,434	
Fixed Charges	45,000	32,148	12,852	
Utilities	20,000	17,519	2,481	
Other	140,000	39,278	100,722	
Provision for Contingency	-	-	-	
Capital Outlay	60,300	12,421	47,879	
TOTAL	\$ 2,615,515	\$ 1,756,679	\$ 858,836	67.16%
SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS				
Other	\$ 2,201,786	\$ 1,928,212	\$ 273,574	
TOTAL	\$ 2,201,786	\$ 1,928,212	\$ 273,574	87.57%
TRANSFERS	2,384,790	560,930	1,823,860	23.52%
TOTAL EDUCATION FUND	\$ 13,839,755	\$ 9,124,276	\$ 4,715,479	65.93%
OPERATIONS and MAINTENANCE FUND				
OPERATION AND MAINTENANCE OF PLANT				
Salaries	\$ 209,457	\$ 110,125	\$ 99,332	
Employee Benefits	26,518	11,741	14,777	
Contractual Services	463,375	354,176	109,199	
General Materials & Supplies	61,300	78,638	(17,338)	
Conference & Meeting Expense	-	-	-	
Fixed Charges	-	-	-	
Utilities	588,090	435,262	152,828	
Provision for Contingency	-	-	-	
Capital Outlay	20,000	18,637	1,363	
Other	-	-	-	
TOTAL	1,368,740	1,008,579	360,161	
TRANSFERS	278,981	-	278,981	
TOTAL OPERATIONS and MAINTENANCE FUND	\$ 1,647,721	\$ 1,008,579	\$ 720,322	61.21%
TOTAL OPERATING FUNDS	\$ 15,487,476	\$ 10,132,855	\$ 5,435,801	65.43%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
OPERATION AND MAINTENANCE FUND-RESTRICTED
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%	Legal Budget	Year to Date	(Over)/Under	Percent of
Operations and Maintenance Fund-Restricted	4/30/22	Revenues 4/30/22	Budget 4/30/22	Budget Realized 4/30/22
Local Governmental Sources:				
Current Taxes	\$ 250,000	\$ 240,575	\$ 9,425	
TOTAL LOCAL GOVERNMENT SOURCES	\$ 250,000	\$ 240,575	\$ 9,425	96.23%
Other Sources				
Investment Revenue	\$ -	\$ -	\$ -	
TOTAL OTHER SOURCES	\$ -	\$ -	\$ -	
TOTAL BUDGETED REVENUES	\$ 250,000	\$ 240,575	\$ 9,425	96.23%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATION AND MAINTENANCE FUND-RESTRICTED
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%	Legal Budget	Year to Date	(Over)/Under	Percent of
Operations and Maintenance Fund-Restricted	As Adjusted 4/30/22	Expenditures 4/30/22	Budget 4/30/22	Budget Expended 4/30/22
INSTITUTIONAL SUPPORT				
Capital Outlay	\$ 1,286,250	\$ 47,166	\$ 1,239,084	
Contractual Services	116,000	12,380	103,620	
TOTAL INSTITUTIONAL SUPPORT	\$ 1,402,250	\$ 59,546	\$ 1,342,704	4.25%
TOTAL BUDGETED EXPENDITURES	\$ 1,402,250	\$ 59,546	\$ 1,342,704	4.25%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
BOND AND INTEREST FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%				
	Legal Budget As Adjusted 4/30/22	Year to Date Revenues 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Realized 4/30/22
<u>Bond and Interest Fund</u>				
Local Government Sources:				
Current Taxes	\$ 1,720,500	\$ 1,603,358	\$ 117,142	
TOTAL BUDGETED REVENUES	\$ 1,720,500	\$ 1,603,358	\$ 117,142	93.19%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
BOND AND INTEREST FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%				
	Legal Budget As Adjusted 4/30/22	Year to Date Expenditures 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Expended 4/30/22
<u>Bond and Interest Fund</u>				
INSTITUTIONAL SUPPORT				
Bond Principal Retired	\$ 1,625,000	\$ 1,625,000	\$ -	
Bond Interest	95,500	64,000	31,500	
TOTAL BUDGETED EXPENDITURES	\$ 1,720,500	\$ 1,689,000	\$ 31,500	98.17%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
AUXILIARY ENTERPRISES FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

Auxiliary Enterprises Fund	Legal Budget As Adjusted 4/30/22	Year to Date Revenues 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Realized 4/30/22
Other Sources:				
Sales and Service Fees	\$ 438,800	\$ 335,082	\$ 103,718	
TOTAL OTHER SOURCES	\$ 438,800	\$ 335,082	\$ 103,718	
TRANSFERS	712,790	560,930	151,860	
TOTAL BUDGETED REVENUE	\$ 1,151,590	\$ 896,012	\$ 255,578	77.81%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
AUXILIARY ENTERPRISES FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

Auxiliary Enterprises Fund	Legal Budget As Adjusted 4/30/22	Year to Date Expenditures 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Expended 4/30/22
INDEPENDENT OPERATIONS				
Salaries	\$ 218,284	\$ 179,684	\$ 38,600	
Employee Benefits	27,225	19,647	7,578	
Contractual Services	71,725	55,278	16,447	
General Materials & Supplies	422,443	357,091	65,352	
Conference & Meeting Expense	42,385	32,055	10,330	
Fixed Charges	25,000	15,253	9,747	
Utilities	-	-	-	
Capital Outlay	32,000	1,769	30,231	
Provision for Contingency	-	-	-	
Other	443,159	348,439	94,720	
TRANSFERS	-	-	-	
TOTAL BUDGETED EXPENDITURES	\$ 1,282,221	\$ 1,009,216	\$ 273,005	78.71%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
RESTRICTED PURPOSES FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

Restricted Purposes Fund	Legal Budget As Adjusted 4/30/22	Year to Date Revenues 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Realized 4/30/22
State governmental sources:				
ICCB Workforce Preparation Grant	\$ -	\$ -	\$ -	
ICCB P-16 Initiative Grant	-	-	-	
ICCB Adult Education	236,270	173,485	62,785	
ICCB Career and Technical Education	465,411	183,949	281,462	
ICCB Innovation Grant	-	150,000	(150,000)	
ICCB College & Career Readiness	-	-	-	
ICCB Dual Credit Enhancement	-	-	-	
DCEO -Dept. of Commerce and Economic Opportunity	105,000	99,669	5,331	
Department of Corrections	-	-	-	
Other Illinois Governmental Sources	-	151,492	(151,492)	
TOTAL STATE GOVERNMENT	\$ 806,681	\$ 758,595	\$ 48,086	94.04%
Federal governmental sources:				
Department of Education	\$ 7,944,546	\$ 4,702,873	\$ 3,241,673	
Department of Health and Human Services	15,000	-	15,000	
Other Federal Government Sources	216,044	383,811	(167,767)	
TOTAL FEDERAL GOVERNMENT	\$ 8,175,590	\$ 5,086,684	\$ 3,088,906	62.22%
Other Sources:				
Nongovernmental Grants	\$ -	\$ -	\$ -	
TOTAL BUDGETED REVENUES	\$ 8,982,271	\$ 5,845,279	\$ 3,136,992	65.08%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
RESTRICTED PURPOSES FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

Restricted Purposes Fund	Legal Budget As Adjusted 4/30/22	Year to Date Expenditures 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Expended 4/30/22
STUDENT SERVICES				
Salaries	\$ 221,436	\$ 179,457	\$ 41,979	
Employee Benefits	62,987	47,964	15,023	
Contractual Services	10,017	5,223	4,794	
General Materials & Supplies	8,740	7,743	997	
Conference & Meeting Expense	10,426	2,003	8,423	
Capital Outlay	-	-	-	
Other	47,111	26,049	21,069	
TOTAL STUDENT SERVICES	\$ 360,724	\$ 268,439	\$ 92,285	74.42%
INSTITUTIONAL SUPPORT				
Salaries	\$ 743,801	\$ 720,403	\$ 23,398	
Employee Benefits	138,012	111,202	26,810	
Contractual Services	446,920	379,038	67,882	
General Materials & Supplies	240,522	157,343	83,179	
Conference & Meeting Expense	99,296	29,688	69,608	
Fixed Charges	-	-	-	
Utilities	100,680	57,628	43,052	
Capital Outlay	569,972	319,554	250,418	
Other	1,207,934	62,056	1,145,878	
TOTAL INSTITUTIONAL SUPPORT	\$ 3,547,137	\$ 1,836,912	\$ 1,710,225	51.79%
SCHOLARSHIP, STUDENT GRANTS, AND WAIVERS				
Financial Aid	\$ 5,659,451	\$ 2,185,638	\$ 3,473,813	
TOTAL	\$ 5,659,451	\$ 2,185,638	\$ 3,473,813	38.62%
TOTAL BUDGETED EXPENDITURES	\$ 9,567,312	\$ 4,290,989	\$ 5,276,323	44.85%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
AUDIT FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

Audit Fund	Legal Budget As Adjusted 4/30/22	Year to Date Revenues 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Realized 4/30/22
Local Government Sources:				
Current Taxes	\$ 34,000	\$ 31,729	\$ 2,271	
TOTAL BUDGETED REVENUES	\$ 34,000	\$ 31,729	\$ 2,271	93.32%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
AUDIT FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%

Audit Fund	Legal Budget As Adjusted 4/30/22	Year to Date Expended 4/30/22	(Over)/Under Budget 4/30/22	Percent of Budget Expended 4/30/22
INSTITUTIONAL SUPPORT				
Contractual Services	\$ 38,000	\$ 37,950	\$ 50	
Provision for Contingency	-	-	-	
TOTAL BUDGETED EXPENDITURES	\$ 38,000	\$ 37,950	\$ 50	99.87%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
LIABILITY PROTECTION AND SETTLEMENT FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%				
	Legal Budget	Year to Date	(Over)/Under	Percent of
	As Adjusted	Revenues	Budget	Budget
Liability Protection and Settlement Fund	4/30/22	4/30/22	4/30/22	Realized
				4/30/22
Local Government Sources:				
Current Taxes	\$ 827,555	\$ 796,331	\$ 31,224	
	<u> </u>	<u> </u>	<u> </u>	
TOTAL BUDGETED REVENUES	\$ 827,555	\$ 796,331	\$ 31,224	96.23%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
LIABILITY PROTECTION AND SETTLEMENT FUND
FOR TEN MONTHS ENDED APRIL 30, 2022**

Percent of Year Complete is 84.00%				
	Legal Budget	Year to Date	(Over)/Under	Percent of
	As Adjusted	Expended	Budget	Budget
Liability Protection and Settlement Fund	4/30/22	4/30/22	4/30/22	Expended
				4/30/22
INSTITUTIONAL SUPPORT				
Salaries	86,000	\$ 59,280	26,720	
Employee Benefits	208,255	161,772	46,483	
Contractual Services	303,500	200,058	103,442	
General Materials & Supplies	20,000	-	20,000	
Fixed Charges	313,500	233,953	79,547	
Capital Outlay	444,824		444,824	
Other	50,000		50,000	
	<u> </u>	<u> </u>	<u> </u>	
TOTAL BUDGETED EXPENDITURES	\$1,426,079	\$655,063	\$744,296	45.93%

SHAWNEE COMMUNITY COLLEGE

For the Month of April 2022
Approval of Bills

FUND	EXPENDITURES
Education Fund	\$701,396.41
Building Fund	125,950.63
Restricted Bldg. Fund	9,580.47
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	36,384.67
Restricted Purposes Fund (Grants)	193,911.94
Restricted Purposes - FWS*	1,902.00
Restricted Purposes - PELL	18,831.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	3,581.12
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	42,284.66
GRAND TOTAL	\$1,133,822.90

Chairman

Secretary

Date

[Return to Agenda](#)

**Shawnee Community College
Accounts Payable Check Register
April 2022**

Check Number	Check Date	Payee	Check Amount	Void Amount
0030453	4/1/2022	Gene A. Adams	175.00	
0030454	4/1/2022	Ameren Illinois	1,548.08	
0030455	4/1/2022	American Library Association	300.00	
0030456	4/1/2022	Aaron Ashlock	220.00	
0030457	4/1/2022	Craig Bradley	300.00	
0030458	4/1/2022	BSN Sports	219.75	
0030459	4/1/2022	Canon Financial Services, Inc.	108.00	
0030460	4/1/2022	Carbondale Public Library	15.00	
0030461	4/1/2022	Carbondale Public Library	15.00	
0030462	4/1/2022	Darci A. Cather	369.72	
0030463	4/1/2022	The College Board	3,450.00	
0030464	4/1/2022	Computer Discount Warehouse Go	278.09	
0030465	4/1/2022	Computer Discount Warehouse Go	2,832.80	
0030466	4/1/2022	Computer Discount Warehouse Go	7,431.03	
0030467	4/1/2022	Connie Sue's Restaurant Corpor	1,280.00	
0030468	4/1/2022	Carrie B. Davis	114.54	
0030469	4/1/2022	Christopher D. Dexter	30.00	
0030470	4/1/2022	Steven Dunahue	160.00	
0030471	4/1/2022	Eric Dunsford	160.00	
0030472	4/1/2022	EBSCO	2,316.00	
0030473	4/1/2022	Elsevier Health Science	436.20	
0030474	4/1/2022	Frontier	67.45	
0030475	4/1/2022	Hitterman's Merchandise Mart	65.86	
0030476	4/1/2022	The Home Depot Pro	768.34	
0030477	4/1/2022	Illinois Association of Vocati	140.00	
0030478	4/1/2022	ILACEP	150.00	
0030479	4/1/2022	John Wiley & Sons, Inc.	1,297.74	
0030480	4/1/2022	Kaplan, Inc	15,644.00	
0030481	4/1/2022	Ted Knapp	350.00	
0030482	4/1/2022	Lake Land College	960.00	
0030483	4/1/2022	Liberty Utilities Midstates	2,038.43	
0030484	4/1/2022	NAPA Auto Tire & Parts	158.10	
0030485	4/1/2022	NAPFTDS	375.00	
0030486	4/1/2022	Wabash Valley College	336.25	
0030487	4/1/2022	Office Depot	74.99	
0030488	4/1/2022	Andrew B. Oxford	220.00	
0030489	4/1/2022	Scott Pennington	175.00	
0030490	4/1/2022	Kevin R Braden - Treasurer	65.00	
0030491	4/1/2022	Pocket Nurse	42.08	
0030492	4/1/2022	Lisa L. Price	23.98	
0030493	4/1/2022	Reppert's Office Supply	319.92	
0030494	4/1/2022	Republic Services	119.14	

**Shawnee Community College
Accounts Payable Check Register
April 2022**

Check Number	Check Date	Payee	Check Amount	Void Amount
0030495	4/1/2022	Rustys Home Center	19.89	
0030496	4/1/2022	School Specialty,LLC	31.85	
0030497	4/1/2022	Secretary of State of Illinois	5.00	
0030498	4/1/2022	Shawnee Community College	69.11	
0030499	4/1/2022	Gary H. Sommer	9.80	
0030500	4/1/2022	John R. Sparks	427.01	
0030501	4/1/2022	BEMAC Consulting	4,940.00	
0030502	4/1/2022	UPS	34.25	
0030503	4/1/2022	Vienna High School	9,918.00	
0030504	4/1/2022	Vienna High School	9,918.00	
0030505	4/1/2022	Deborah Vines	88.35	
0030506	4/1/2022	David A. Voigt	1,160.00	
0030512	4/7/2022	James L. Walton	300.00	
0030513	4/8/2022	Bennie E. Adams	350.00	
0030514	4/8/2022	Gene A. Adams	350.00	
0030515	4/8/2022	Alliance Screening & Occupatio	818.30	
0030516	4/8/2022	Ameren Illinois	83.62	
0030517	4/8/2022	Robert C. Andrews	210.00	
0030518	4/8/2022	Art FX Signs & Graphics	77.00	
0030519	4/8/2022	Rosenthal & Rosenthal Southeas	1,201.80	
0030520	4/8/2022	Baker & Taylor	197.90	
0030521	4/8/2022	Big Johns	30.00	
0030522	4/8/2022	BSN Sports	384.73	
0030523	4/8/2022	Bushue Human Resources, Inc.	108.00	
0030524	4/8/2022	ILCARRICOTTHREE, LLC	7,506.54	
0030525	4/8/2022	Darci A. Cather	79.62	
0030526	4/8/2022	City of Anna	390.74	
0030527	4/8/2022	City of Metropolis	2,806.04	
0030528	4/8/2022	Computer Discount Warehouse Go	4,325.82	
0030529	4/8/2022	Computer Discount Warehouse Go	950.40	
0030530	4/8/2022	Computer Discount Warehouse Go	2,600.16	
0030531	4/8/2022	Computer Discount Warehouse Go	8,349.00	
0030532	4/8/2022	Computer Discount Warehouse Go	89.60	
0030533	4/8/2022	Computer Discount Warehouse Go	72.79	
0030534	4/8/2022	Computer Discount Warehouse Go	63.19	
0030535	4/8/2022	Connie Sue's Restaurant Corpor	2,411.37	
0030536	4/8/2022	Crowdus Maintenance & Cleaning	5,358.00	
0030537	4/8/2022	Beth A. Crowe	154.54	
0030538	4/8/2022	Dish Network	173.07	
0030539	4/8/2022	Judith A. Dollins	125.19	
0030540	4/8/2022	Tina M. Dudley	368.16	
0030541	4/8/2022	Farnsworth Group, Inc.	9,580.47	

**Shawnee Community College
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April 2022**

Check Number	Check Date	Payee	Check Amount	Void Amount
0030542	4/8/2022	Farouk Systems Inc.	225.13	
0030543	4/8/2022	Federal Express	17.90	
0030544	4/8/2022	Fort Massac Water District	1,132.88	
0030545	4/8/2022	Frankfort Cmty High School	500.00	
0030546	4/8/2022	Gazette Democrat	40.00	
0030547	4/8/2022	Gibbs Technology Leasing, Llc	1,379.38	
0030548	4/8/2022	Hitterman's Merchandise Mart	31.94	
0030549	4/8/2022	Idea Creative Marketing, Inc	825.00	
0030550	4/8/2022	Jeff's Automotive	24.99	
0030551	4/8/2022	Ariel S. Johnson	140.00	
0030552	4/8/2022	Johnston City Community School	958.20	
0030553	4/8/2022	KBSI-TV	7,170.00	
0030554	4/8/2022	Marianna	621.64	
0030555	4/8/2022	Midwest Terminal	1,772.86	
0030556	4/8/2022	Midwest Terminal	24,770.48	
0030557	4/8/2022	NACEP Inc.	560.00	
0030558	4/8/2022	NAPA Auto Tire & Parts	549.39	
0030559	4/8/2022	Office Depot	28.73	
0030560	4/8/2022	Paducah Sun	15.00	
0030561	4/8/2022	Pilot Travel Centers LLC	1,136.57	
0030562	4/8/2022	Addie D. Pogue	160.00	
0030563	4/8/2022	Premier Fire Protection Inc.	836.90	
0030564	4/8/2022	Ptk	280.00	
0030565	4/8/2022	Quill	847.31	
0030566	4/8/2022	Regions Bank	613.75	
0030567	4/8/2022	Regions Bank	1,184.78	
0030568	4/8/2022	Regions Bank	177.64	
0030569	4/8/2022	Regions Bank	2,404.98	
0030570	4/8/2022	Reppert's Office Supply	159.96	
0030571	4/8/2022	Republic Services	1,995.10	
0030572	4/8/2022	Roaring Spring Paper Products	1,344.08	
0030573	4/8/2022	Rustys Home Center	219.82	
0030574	4/8/2022	SCC Bookstore	32.88	
0030575	4/8/2022	SCC Bookstore	355.18	
0030576	4/8/2022	SCC Bookstore	3,890.61	
0030577	4/8/2022	Scheffer Financial Services	10.79	
0030578	4/8/2022	Southern Illinois Electric Coo	25,635.22	
0030579	4/8/2022	St. Moritz Security Services,	9,838.92	
0030580	4/8/2022	Eric Swift	160.00	
0030581	4/8/2022	Toshiba Financial Services	134.90	
0030582	4/8/2022	Ullin Auto Care Inc.	26.00	
0030583	4/8/2022	UPS	15.50	

**Shawnee Community College
Accounts Payable Check Register
April 2022**

Check Number	Check Date	Payee	Check Amount	Void Amount
0030584	4/8/2022	Vienna High School	197.85	
0030585	4/8/2022	Vienna High School	416.00	
0030586	4/8/2022	Xerox Corporation	76.24	
0030587	4/11/2022	Illinois American Water	225.57	
0030588	4/11/2022	AFLAC Attn Remittance Processi	504.06	
0030589	4/11/2022	American Century Investments	138.08	
0030590	4/11/2022	Bank of America HSA (Electroni	354.86	
0030591	4/11/2022	Bluecross Blueshield of Illino	38,837.53	
0030592	4/11/2022	Continental American Insurance	36.41	
0030593	4/11/2022	Delta Dental of Illinois-Risk	1,197.95	
0030594	4/11/2022	EFTPS (Electronic Fed Tax Paym	35,360.57	
0030595	4/11/2022	EMC National Life Company	13.63	
0030596	4/11/2022	Fiduciary Trust Intl of the So	37.50	
0030597	4/11/2022	Illinois Tax Pmt Program (Elec	13,290.79	
0030598	4/11/2022	Kentucky State Treasurer	816.79	
0030599	4/11/2022	Saints Foundation	9,300.00	
0030600	4/11/2022	The Anna-Jonesboro National Ba	818.73	
0030601	4/11/2022	Sun Life Financial	2,699.76	
0030602	4/11/2022	VALIC	25.00	
0030603	4/11/2022	Washington National Ins. Co.	46.25	
0030617	4/14/2022	The Association for Institutio	180.00	
0030618	4/14/2022	A&o Foods	58.07	
0030619	4/14/2022	A-1 Automotive Repair	1,374.40	
0030620	4/14/2022	ACI Payments, Inc.	330.97	
0030621	4/14/2022	Baker & Taylor	572.30	
0030622	4/14/2022	Teale M. Betts	158.25	
0030623	4/14/2022	Big Johns	266.78	
0030624	4/14/2022	Craig Bradley	727.94	
0030625	4/14/2022	ILCARRICOTHREE, LLC	5,330.00	
0030626	4/14/2022	Darci A. Cather	44.09	
0030627	4/14/2022	Clearwave Communications	3,565.70	
0030628	4/14/2022	Computer Discount Warehouse Go	58.89	
0030629	4/14/2022	Computer Discount Warehouse Go	2,617.02	
0030630	4/14/2022	Computer Discount Warehouse Go	712.87	
0030631	4/14/2022	Computer Discount Warehouse Go	1,133.31	
0030632	4/14/2022	Computer Discount Warehouse Go	3,544.80	
0030633	4/14/2022	Connie Sue's Restaurant Corpor	288.00	
0030634	4/14/2022	Mr. Dana Cross	275.00	
0030635	4/14/2022	Tina M. Dudley	50.00	
0030636	4/14/2022	FP Mailing Solutions	89.31	
0030637	4/14/2022	Frontier	416.66	
0030638	4/14/2022	Frontier	33.80	

**Shawnee Community College
Accounts Payable Check Register
April 2022**

Check Number	Check Date	Payee	Check Amount	Void Amount
0030639	4/14/2022	Gibbs Technology Leasing, Llc	2,162.54	
0030640	4/14/2022	Higher Learning Commission	550.00	
0030641	4/14/2022	Kevin Hunsperger	28.73	
0030642	4/14/2022	Illinois Department of Agricul		90.00
0030643	4/14/2022	Illinois Department of Agricul	30.00	
0030644	4/14/2022	Johnson, Schneider & Ferrell,	1,000.00	
0030645	4/14/2022	KLG Grant Consultants	1,492.25	
0030646	4/14/2022	Lowe's	659.89	
0030647	4/14/2022	Mounds Stop & Shop	90.00	
0030648	4/14/2022	NAPA Auto Tire & Parts	404.31	
0030649	4/14/2022	Office Depot	-	
0030650	4/14/2022	Pick Up Mart	3,699.44	
0030651	4/14/2022	Reppert Printing Company	250.00	
0030652	4/14/2022	Reppert's Office Supply	267.67	
0030653	4/14/2022	Russell Electric and Contracti	552.50	
0030654	4/14/2022	Kayla R. Sauerbrunn	42.12	
0030655	4/14/2022	SCC Bookstore	6.16	
0030656	4/14/2022	SCC Bookstore	187.12	
0030657	4/14/2022	SCC Bookstore	546.27	
0030658	4/14/2022	Scenic Acres, Llc	600.00	
0030659	4/14/2022	American Welding & Gas, Inc.	404.20	
0030660	4/14/2022	Amy L. Sheffer	22.00	
0030661	4/14/2022	Greg Sheppard	125.55	
0030662	4/14/2022	Silkworm Screenprint Inc.	2,856.15	
0030663	4/14/2022	Sparklight Business	94.71	
0030664	4/14/2022	Timothy Taylor	206.04	
0030665	4/14/2022	April Y. Teske	188.87	
0030666	4/14/2022	University of Illinois	99.00	
0030667	4/14/2022	The University of Texas at Aus	3,350.00	
0030668	4/14/2022	David A. Voigt	600.00	
0030669	4/14/2022	James L. Walton	250.00	
0030670	4/14/2022	Xerox Financial Services LLC	412.00	
0030671	4/14/2022	Illinois Department of Agricul	30.00	
0030672	4/14/2022	Illinois Department of Agricul	30.00	
0030673	4/14/2022	Illinois Department of Agricul	30.00	
0030674	4/18/2022	Brian Shaw	185.00	
0030675	4/20/2022	Larry J. Hackethal	30.00	
0030680	4/21/2022	Cellco Partnership	6,722.05	
0030681	4/21/2022	David A. Voigt	1,120.00	
0030682	4/25/2022	Advanced Digital Solutions	29.60	
0030683	4/25/2022	Baker & Taylor	459.54	
0030684	4/25/2022	Beaded Distribution Company	79.60	

**Shawnee Community College
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Check Number	Check Date	Payee	Check Amount	Void Amount
0030685	4/25/2022	Bound Tree Medical, Llc	4,116.85	
0030686	4/25/2022	Brand Makers Llc	2,231.09	
0030687	4/25/2022	Burmax Company Inc.	131.78	
0030688	4/25/2022	Cairo Public Utilities	1,422.29	
0030689	4/25/2022	Computer Discount Warehouse Go	265.80	
0030690	4/25/2022	Computer Discount Warehouse Go	1,116.00	
0030691	4/25/2022	Computer Discount Warehouse Go	1,116.00	
0030692	4/25/2022	Computer Discount Warehouse Go	773.36	
0030693	4/25/2022	Computer Discount Warehouse Go	28.88	
0030694	4/25/2022	Computer Discount Warehouse Go	1,838.38	
0030695	4/25/2022	Computer Discount Warehouse Go	9,082.37	
0030696	4/25/2022	Computer Discount Warehouse Go	7,987.50	
0030697	4/25/2022	Computer Discount Warehouse Go	268.96	
0030698	4/25/2022	Duty's Auto Glass	417.52	
0030699	4/25/2022	Farouk Systems Inc.	9.12	
0030700	4/25/2022	Front Street Printing	217.16	
0030701	4/25/2022	Hitterman's Merchandise Mart	10.08	
0030702	4/25/2022	Hobart Sales & Service	68.45	
0030703	4/25/2022	The Home Depot Pro	693.42	
0030704	4/25/2022	Honey's Service Station & Tire	593.80	
0030705	4/25/2022	Howard D Happy Company	130.58	
0030706	4/25/2022	Maier's Tidy Bowl	207.90	
0030707	4/25/2022	Marrinan & Associates, Llc	190.46	
0030708	4/25/2022	Michael McNally	139.08	
0030709	4/25/2022	NAPA Auto Tire & Parts	73.82	
0030710	4/25/2022	Nordic Company Inc	228.00	
0030711	4/25/2022	Office Depot	203.10	
0030712	4/25/2022	Orkin	1,050.00	
0030713	4/25/2022	Pocket Nurse	337.60	
0030714	4/25/2022	Quill	1,152.33	
0030715	4/25/2022	Regions Bank	9,394.09	
0030716	4/25/2022	Rend Lake Plumbing	1,536.05	
0030717	4/25/2022	Reppert's Office Supply	263.94	
0030718	4/25/2022	Rustys Home Center	121.71	
0030719	4/25/2022	Ryder Family Farm	537.65	
0030720	4/25/2022	SCC Bookstore	752.00	
0030721	4/25/2022	SCC Bookstore	349.60	
0030722	4/25/2022	SCC Bookstore	834.30	
0030723	4/25/2022	SCC Bookstore	204.70	
0030724	4/25/2022	Sommer Lawn Care	618.00	
0030725	4/25/2022	St. Moritz Security Services,	9,617.89	
0030726	4/25/2022	Stanley Access Technologies	1,077.41	

**Shawnee Community College
Accounts Payable Check Register
April 2022**

Check Number	Check Date	Payee	Check Amount	Void Amount
0030727	4/25/2022	Stericycle	49.41	
0030728	4/25/2022	Tobacco Road Tees	940.30	
0030729	4/25/2022	UPS	61.82	
0030730	4/25/2022	Xerox Corporation	1,318.98	
0030731	4/25/2022	Yankee Book Peddler	13.11	
0030732	4/28/2022	EFTPS (Electronic Fed Tax Paym	32,170.00	
0030733	4/28/2022	AFLAC Attn Remittance Processi	504.06	
0030734	4/28/2022	American Century Investments	138.08	
0030735	4/28/2022	Bank of America HSA (Electroni	354.86	
0030736	4/28/2022	Bluecross Blueshield of Illino	38,837.53	
0030737	4/28/2022	Continental American Insurance	36.41	
0030738	4/28/2022	Delta Dental of Illinois-Risk	1,197.95	
0030739	4/28/2022	EMC National Life Company	13.63	
0030740	4/28/2022	Fiduciary Trust Intl of the So	37.50	
0030741	4/28/2022	Illinois Tax Pmt Program (Elec	12,393.13	
0030742	4/28/2022	Kentucky State Treasurer	750.29	
0030743	4/28/2022	The Anna-Jonesboro National Ba	818.73	
0030744	4/28/2022	Sun Life Financial	2,548.56	
0030745	4/28/2022	VALIC	25.00	
0030746	4/28/2022	Washington National Ins. Co.	46.25	
0030930	4/29/2022	Nicholas Ackermann	220.00	
0030931	4/29/2022	Alliance Screening & Occupatio	483.30	
0030932	4/29/2022	Anna Jonesboro High School	115.86	
0030933	4/29/2022	Best Engineered Systems Techno	4,316.81	
0030934	4/29/2022	Bound Tree Medical, Llc	590.56	
0030935	4/29/2022	Brand Makers Llc	461.02	
0030936	4/29/2022	Canon Financial Services, Inc.	108.00	
0030937	4/29/2022	Cartersville High School	488.77	
0030938	4/29/2022	Computer Discount Warehouse Go	252.64	
0030939	4/29/2022	Computer Discount Warehouse Go	157.90	
0030940	4/29/2022	Computer Discount Warehouse Go	444.12	
0030941	4/29/2022	Crowdus Maintenance & Cleaning	29,500.00	
0030942	4/29/2022	Cara C. Doerr	232.01	
0030943	4/29/2022	Judith A. Dollins	50.08	
0030944	4/29/2022	Evapar	1,395.00	
0030945	4/29/2022	Gazette Democrat	870.00	
0030946	4/29/2022	Graphic Impressions	532.00	
0030947	4/29/2022	Graphics Galore	268.60	
0030948	4/29/2022	Douglas Grogan	220.00	
0030949	4/29/2022	Ginger R. Harner	1,281.16	
0030950	4/29/2022	Heartland Mechanical Contracto	437.20	
0030951	4/29/2022	Tanya S. Hill	73.66	

**Shawnee Community College
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Check Number	Check Date	Payee	Check Amount	Void Amount
0030952	4/29/2022	Hitterman's Merchandise Mart	43.64	
0030953	4/29/2022	The Home Depot Pro	230.16	
0030954	4/29/2022	ICCCFO	100.00	
0030955	4/29/2022	Illinois Grape Growers & Vintn	245.00	
0030956	4/29/2022	Illinois Heartland Library Sys	33.00	
0030957	4/29/2022	John A Logan College	245.73	
0030958	4/29/2022	Jones & Bartlett Publishing	118.46	
0030959	4/29/2022	Koch Air LLC	155.07	
0030960	4/29/2022	Jan F. Lewis	226.20	
0030961	4/29/2022	Liberty Utilities Midstates	926.57	
0030962	4/29/2022	Marianna	15.73	
0030963	4/29/2022	Martin & Hood	300.00	
0030964	4/29/2022	Russell Matlock	160.00	
0030965	4/29/2022	Brooke May	67.29	
0030966	4/29/2022	MBS Textbook Exchange Inc	86.99	
0030967	4/29/2022	Meridian High School	273.21	
0030968	4/29/2022	Metropolis Area Chamber of Com	100.00	
0030969	4/29/2022	Hannah Middleton	419.47	
0030970	4/29/2022	NAPA Auto Tire & Parts	653.47	
0030971	4/29/2022	Kenton J. Owens	160.00	
0030972	4/29/2022	Andrew B. Oxford		380.00
0030973	4/29/2022	Pocket Nurse	3,812.77	
0030974	4/29/2022	Lisa L. Price	309.93	
0030975	4/29/2022	Ptk	130.00	
0030976	4/29/2022	Quill	133.03	
0030977	4/29/2022	Regions Bank	9,979.72	
0030978	4/29/2022	Reppert's Office Supply	45.87	
0030979	4/29/2022	Republic Services	252.82	
0030980	4/29/2022	Roth Neon Sign Company	691.70	
0030981	4/29/2022	SCC Bookstore	25.96	
0030982	4/29/2022	American Welding & Gas, Inc.	649.65	
0030983	4/29/2022	Society for Human Resource Man	229.00	
0030984	4/29/2022	Southern 14 Workforce Investme	109.04	
0030985	4/29/2022	John R. Sparks	554.27	
0030986	4/29/2022	T & I Office Equipment	449.00	
0030987	4/29/2022	Titan Industrial Chemicals, LL	197.18	
0030988	4/29/2022	Toshiba Financial Services	134.90	
0030989	4/29/2022	The University of Texas at Aus	875.00	
0030990	4/29/2022	UPS	37.41	
0030991	4/29/2022	Vienna High School	415.43	
0030992	4/29/2022	James L. Walton	350.00	
0030993	4/29/2022	Xerox Financial Services LLC	212.50	

**Shawnee Community College
Accounts Payable Check Register
April 2022**

Check Number	Check Date	Payee	Check Amount	Void Amount
0030994	4/29/2022	Yankee Book Peddler	47.12	
E0000010	4/4/2022	State Universities Retirement	30,582.79	
E0000011	4/18/2022	State Universities Retirement	26,846.65	
E0000012	4/18/2022	State Universities Retirement	4,095.00	
M216	4/18/2022	Illinois Department of Revenue	304.00	
M217	4/19/2022	Illinois Department of Revenue	12.64	
		Total	651,833.93	470.00

**Shawnee Community College
Payroll Check and Advice Register
April 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
97743	4/14/2022	Carver, Justin R.	227.32
97744	4/14/2022	Christie, Roberta L.	2,202.55
97745	4/14/2022	Corbit, Nathan L.	257.99
97746	4/14/2022	Faulkner, Christina L.	1,324.87
97747	4/14/2022	Hawkins, Robert	801.29
97748	4/14/2022	Meyer, Brian A.	372.68
97749	4/14/2022	Seyer, Jonathan	223.19
97750	4/14/2022	Tarver, Sandra K.	311.65
97751	4/14/2022	Bucher, Christian T.	456.54
97752	4/14/2022	Davis, David	156.86
97753	4/14/2022	Elliott, Timothy W.	518.82
97754	4/14/2022	Flannell, Trenton R.	74.05
97755	4/14/2022	Holder, Kyonte D.	102.65
97756	4/14/2022	King, Nya Z.	319.37
97757	4/14/2022	Reichert, Joellen	426.86
97758	4/14/2022	Reichert, Kendall F.	805.81
97759	4/14/2022	Starling, Randy D.	249.43
97760	4/14/2022	Stubblefield, Vernon	277.31
97761	4/14/2022	Tondevoid, Meagan	166.75
97762	4/14/2022	Tyson, Noah G.	707.99
97763	4/29/2022	Carver, Justin R.	227.32
97764	4/29/2022	Christie, Roberta L.	2,216.15
97765	4/29/2022	Corbit, Nathan L.	257.99
97766	4/29/2022	Faulkner, Christina L.	1,324.87
97767	4/29/2022	Hawkins, Robert	801.29
97768	4/29/2022	Meyer, Brian A.	372.68
97769	4/29/2022	Seyer, Jonathan	223.19
97770	4/29/2022	Bucher, Christian T.	377.88
97771	4/29/2022	Elliott, Timothy W.	426.86
97772	4/29/2022	Flannell, Trenton R.	71.20
97773	4/29/2022	Holder, Kyonte D.	136.87
97774	4/29/2022	King, Nya Z.	319.37
97775	4/29/2022	Reichert, Joellen	266.78
97776	4/29/2022	Reichert, Kendall F.	658.94
97777	4/29/2022	Starling, Randy D.	228.99
97778	4/29/2022	Stubblefield, Vernon	225.46
97779	4/29/2022	Tondevoid, Meagan	132.00
97780	4/29/2022	Tyson, Noah G.	174.80
78501	4/14/2022	Armstrong, Lori A.	2,625.61
78502	4/14/2022	Ashby, Malinda J.	1,818.10
78503	4/14/2022	Askew, Jipaum S.	2,112.94

**Shawnee Community College
Payroll Check and Advice Register
April 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
78504	4/14/2022	Austin, David C.	413.07
78505	4/14/2022	Ball, Orena L.	1,465.19
78506	4/14/2022	Basler, Joella	2,611.11
78507	4/14/2022	Betts, Robert G.	263.62
78508	4/14/2022	Betts, Teale M.	1,762.45
78509	4/14/2022	Bigham, Stephanie M.	980.91
78510	4/14/2022	Black, David E.	2,639.95
78511	4/14/2022	Black, Sabrina L.	1,135.38
78512	4/14/2022	Boyd, Danielle N.	1,489.31
78513	4/14/2022	Bradley, Craig	2,329.57
78514	4/14/2022	Brahler, Monica J.	2,538.27
78515	4/14/2022	Brown, Brenda R.	2,242.81
78516	4/14/2022	Capps, Tamara K.	2,302.08
78517	4/14/2022	Cather, Darci A.	3,232.06
78518	4/14/2022	Chamness, Virginia S.	1,061.51
78519	4/14/2022	Clark, Christopher A.	2,954.34
78520	4/14/2022	Clark, Lora L.	1,247.34
78521	4/14/2022	Copeland, Vyta N.	223.19
78522	4/14/2022	Cornelious-Weldon, Leslie A.	1,647.11
78523	4/14/2022	Cornelissen, Vicky J.	971.46
78524	4/14/2022	Crowe, Beth A.	1,879.14
78525	4/14/2022	Davault, Christopher R.	217.66
78526	4/14/2022	Davenport, Anna	1,655.32
78527	4/14/2022	Davis, Carrie B.	1,301.39
78528	4/14/2022	Davis, Evelyn D.	894.76
78529	4/14/2022	Dillow, Rhonda L.	422.36
78530	4/14/2022	Doerr, Cara C.	2,166.45
78531	4/14/2022	Dollins, Judith A.	1,697.72
78532	4/14/2022	Dudley, Tina M.	1,211.22
78533	4/14/2022	Fehrenbacher, Dwayne J.	1,821.23
78534	4/14/2022	Fontana, Sandra L.	2,024.99
78535	4/14/2022	Forthman, Emily B.	2,191.54
78536	4/14/2022	Frassato, Kylee N.	1,417.97
78537	4/14/2022	Frizzell, Timothy A.	2,042.94
78538	4/14/2022	Gerard, Anthony S.	2,740.34
78539	4/14/2022	Goforth, Charles B.	1,516.03
78540	4/14/2022	Gordon, Beatrice	869.85
78541	4/14/2022	Grohler, Randall P.	516.80
78542	4/14/2022	Hamilton-Smith, Jacqueline	1,062.35
78543	4/14/2022	Hannan, Amanda N.	2,360.44
78544	4/14/2022	Harner, Ginger R.	2,354.65

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April 2022**

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78545	4/14/2022	Harris, Wendy D.	2,108.93
78546	4/14/2022	Hazel, Amanda N.	1,143.87
78547	4/14/2022	Hembree, Lex V.	223.19
78548	4/14/2022	Herre, Brian C.	1,547.88
78549	4/14/2022	Herren, Jennifer K.	1,241.21
78550	4/14/2022	Hickam, Jamie L.	1,322.84
78551	4/14/2022	Hill, Ayan	783.02
78552	4/14/2022	Hill, Tanya S.	1,752.96
78553	4/14/2022	Hines, Lorena M.	1,840.10
78554	4/14/2022	Holland, Micah C.	584.54
78555	4/14/2022	Howard, Eric	1,823.32
78556	4/14/2022	Hunsperger, Kevin	2,055.83
78557	4/14/2022	Ingram, Caleb W.	730.10
78558	4/14/2022	Jennings, Kelly D.	1,949.57
78559	4/14/2022	Johnson, Lindsay B.	1,739.66
78560	4/14/2022	Jones, Courtney R.	663.40
78561	4/14/2022	Kineman, Daniel L.	1,212.89
78562	4/14/2022	King, Erin R.	1,596.15
78563	4/14/2022	Koch, Donald N.	2,353.53
78564	4/14/2022	Lingle, Randy W.	1,983.46
78565	4/14/2022	Lucas, Robert	1,961.23
78566	4/14/2022	Luttrell, Denise	612.67
78567	4/14/2022	Malone, Sherrie D.	2,169.31
78568	4/14/2022	Mason, Gregory K.	2,310.37
78569	4/14/2022	Mays, Ann M.	466.84
78570	4/14/2022	McGinnis, Connie R.	2,276.11
78571	4/14/2022	McGoy, Jeffery L.	494.74
78572	4/14/2022	McGoy, Karen M.	1,784.25
78573	4/14/2022	McNally, Michael	2,018.38
78574	4/14/2022	Merriman, Hailey C.	773.96
78575	4/14/2022	Meyer, Lisa F.	1,361.30
78576	4/14/2022	Meyers, Kaylyn L.	1,224.52
78577	4/14/2022	Miller, Roger A.	1,212.48
78578	4/14/2022	Mishler, Shelye	442.26
78579	4/14/2022	Nicolaides, Ian A.	2,252.57
78580	4/14/2022	Nodeen, Marsha K.	363.70
78581	4/14/2022	Owens, Peter	486.40
78582	4/14/2022	Poat, Erica R.	223.19
78583	4/14/2022	Price, Lisa L.	3,057.52
78584	4/14/2022	Reach, Mindy J.	1,354.03
78585	4/14/2022	Ribbing, Sheryl L.	1,987.07

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78586	4/14/2022	Rice, Ronnie D.	1,370.32
78587	4/14/2022	Rippinger, Parker D.	887.63
78588	4/14/2022	Rouse, Felicia	1,665.41
78589	4/14/2022	Salazar, Becky	749.46
78590	4/14/2022	Sauerbrunn, Kayla R.	2,175.13
78591	4/14/2022	Severs, Virginia L.	1,164.89
78592	4/14/2022	Shallenberger, Elizabeth	1,746.45
78593	4/14/2022	Sheffer, Amy L.	1,826.89
78594	4/14/2022	Sheffer, Susan R.	215.60
78595	4/14/2022	Shelby, Kristin N.	2,443.15
78596	4/14/2022	Sheppard, Gregory S.	1,710.24
78597	4/14/2022	Simpson, Stacy J.	1,459.79
78598	4/14/2022	Smith, Kyle S.	1,781.21
78599	4/14/2022	Smith, Wanda R.	2,896.38
78600	4/14/2022	Smith-Fulia, Jesse R.	2,013.29
78601	4/14/2022	Sparks, John R.	2,240.65
78602	4/14/2022	Stalions, Terry R.	387.18
78603	4/14/2022	Steinmetz, Rebecca L.	1,237.45
78604	4/14/2022	Stoup, William R.	1,872.65
78605	4/14/2022	Suggs, Amber	1,745.01
78606	4/14/2022	Taylor, Timothy	5,081.32
78607	4/14/2022	Teske, April Y.	2,301.54
78608	4/14/2022	Thompson, Chevis L.	2,120.96
78609	4/14/2022	Thompson, Tad W.	362.95
78610	4/14/2022	Thornsberry, Ryan J.	2,275.67
78611	4/14/2022	Trowbridge, Mandee M.	867.10
78612	4/14/2022	Van Meter, Jonathan L.	1,744.62
78613	4/14/2022	VanAlstine, Lee F.	2,050.91
78614	4/14/2022	Vellella, Christopher A.	2,216.00
78615	4/14/2022	Vines, Deborah	1,102.13
78616	4/14/2022	Walton, James L.	1,513.67
78617	4/14/2022	Whitnel, Brett P.	1,498.43
78618	4/14/2022	Wilburn, Dorie S.	322.48
78619	4/14/2022	Williams, Michelle L.	829.60
78620	4/14/2022	Woods, Brandy S.	2,373.96
78621	4/14/2022	Woolridge, Robert E.	2,239.11
78622	4/14/2022	Wright, Christina D.	1,554.21
78623	4/14/2022	Baker, Debra L.	99.01
78624	4/14/2022	Blood, Adelina J.	1,116.71
78625	4/14/2022	Crites, Marilyn M.	1,267.08
78626	4/14/2022	Dalton, Amelia R.	597.01

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78627	4/14/2022	Danas, Judy A.	1,061.04
78628	4/14/2022	Devenny, Marianne	919.98
78629	4/14/2022	Duke, Jordan	1,168.87
78630	4/14/2022	Edwards, Jessica E.	969.78
78631	4/14/2022	Fisher, Stephanie J.	698.22
78632	4/14/2022	Green, Kandyce T.	794.68
78633	4/14/2022	Hannan, Rachel A.	771.48
78634	4/14/2022	Harris, Rana L.	712.90
78635	4/14/2022	Hayes, Stephanie	587.62
78636	4/14/2022	Hill, Madison E.	91.25
78637	4/14/2022	Holderfield, Summer M.	24.00
78638	4/14/2022	Hubbard, Andrew D.	464.38
78639	4/14/2022	Hudgens, Faith V.	1,230.37
78640	4/14/2022	Johnson, Kelly J.	511.29
78641	4/14/2022	Kineman, Daniel L.	516.55
78642	4/14/2022	Knight, Cecilia M.	668.45
78643	4/14/2022	Korte, Rhea C.	569.99
78644	4/14/2022	Kwiatkowski, Miley E.	340.85
78645	4/14/2022	Larry, Malcolm J.	134.16
78646	4/14/2022	Lewis, Jan F.	1,249.19
78647	4/14/2022	Little, Latayvia S.	211.01
78648	4/14/2022	McBride, Artie M.	91.77
78649	4/14/2022	McEwen, Sayveon L.	741.26
78650	4/14/2022	McNichols, Randall J.	932.20
78651	4/14/2022	Meshell, Caitlyn N.	262.20
78652	4/14/2022	Meyers, Tiffany A.	747.43
78653	4/14/2022	Miller, John P.	1,411.07
78654	4/14/2022	Murray, Maggie A.	566.86
78655	4/14/2022	Prevallet, James W.	230.71
78656	4/14/2022	Ribbing, Sheryl L.	320.99
78657	4/14/2022	Rose, Jayla E.	444.83
78658	4/14/2022	Ryan, Blake R.	345.56
78659	4/14/2022	Sargent, Kimberly S.	524.86
78660	4/14/2022	Shakespeare, Sandra L.	605.75
78661	4/14/2022	Solomon, Jabre A.	340.85
78662	4/14/2022	Sommer, Gary H.	1,080.82
78663	4/14/2022	Spence, Kaylee	218.49
78664	4/14/2022	Squellati, Brooke D.	103.19
78665	4/14/2022	Stecher, Beverly A.	553.89
78666	4/14/2022	Taylor, Cody M.	518.36
78667	4/14/2022	Thoe, Alexandra I.	781.41

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78668	4/14/2022	Woods, Aaron C.	1,138.60
78669	4/29/2022	Armstrong, Lori A.	2,639.21
78670	4/29/2022	Ashby, Malinda J.	1,818.10
78671	4/29/2022	Askew, Jipaum S.	2,126.74
78672	4/29/2022	Austin, David C.	413.07
78673	4/29/2022	Ball, Orena L.	1,465.19
78674	4/29/2022	Basler, Joella	2,611.11
78675	4/29/2022	Betts, Robert G.	263.62
78676	4/29/2022	Betts, Teale M.	1,762.45
78677	4/29/2022	Bigham, Stephanie M.	980.91
78678	4/29/2022	Black, David E.	2,613.55
78679	4/29/2022	Black, Sabrina L.	1,135.38
78680	4/29/2022	Boyd, Danielle N.	1,489.31
78681	4/29/2022	Bradley, Craig	2,329.57
78682	4/29/2022	Brahler, Monica J.	2,511.87
78683	4/29/2022	Brown, Brenda R.	2,242.81
78684	4/29/2022	Capps, Tamara K.	2,302.08
78685	4/29/2022	Cather, Darci A.	3,232.06
78686	4/29/2022	Chamness, Virginia S.	1,031.24
78687	4/29/2022	Clark, Christopher A.	2,927.94
78688	4/29/2022	Clark, Lora L.	1,247.34
78689	4/29/2022	Copeland, Vyta N.	223.19
78690	4/29/2022	Cornelious-Weldon, Leslie A.	1,647.11
78691	4/29/2022	Cornelissen, Vicky J.	930.52
78692	4/29/2022	Crowe, Beth A.	1,852.74
78693	4/29/2022	Davault, Christopher R.	217.66
78694	4/29/2022	Davenport, Anna	1,655.32
78695	4/29/2022	Davis, Carrie B.	1,301.39
78696	4/29/2022	Davis, Evelyn D.	894.76
78697	4/29/2022	Dillow, Rhonda L.	422.36
78698	4/29/2022	Doerr, Cara C.	2,166.45
78699	4/29/2022	Dollins, Judith A.	1,697.72
78700	4/29/2022	Duckworth, Victor	262.20
78701	4/29/2022	Dudley, Tina M.	1,183.06
78702	4/29/2022	Fehrenbacher, Dwayne J.	1,821.23
78703	4/29/2022	Fontana, Sandra L.	2,024.99
78704	4/29/2022	Forthman, Emily B.	2,191.54
78705	4/29/2022	Frassato, Kylee N.	1,417.97
78706	4/29/2022	Frizzell, Timothy A.	2,016.54
78707	4/29/2022	Gerard, Anthony S.	2,740.34
78708	4/29/2022	Goforth, Charles B.	1,516.03

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78709	4/29/2022	Gordon, Beatrice	869.85
78710	4/29/2022	Grohler, Randall P.	516.80
78711	4/29/2022	Hamilton-Smith, Jacqueline	1,062.35
78712	4/29/2022	Hannan, Amanda N.	2,360.44
78713	4/29/2022	Harner, Ginger R.	2,354.65
78714	4/29/2022	Harris, Wendy D.	2,108.93
78715	4/29/2022	Hazel, Amanda N.	1,143.87
78716	4/29/2022	Hembree, Lex V.	223.19
78717	4/29/2022	Herre, Brian C.	1,547.88
78718	4/29/2022	Herren, Jennifer K.	1,214.81
78719	4/29/2022	Hickam, Jamie L.	1,322.84
78720	4/29/2022	Hill, Ayan	783.02
78721	4/29/2022	Hill, Tanya S.	1,752.96
78722	4/29/2022	Hines, Lorena M.	1,840.10
78723	4/29/2022	Holland, Micah C.	584.54
78724	4/29/2022	Howard, Eric	1,823.32
78725	4/29/2022	Hunsperger, Kevin	2,055.83
78726	4/29/2022	Ingram, Caleb W.	730.10
78727	4/29/2022	Jennings, Kelly D.	1,949.57
78728	4/29/2022	Johnson, Lindsay B.	1,753.26
78729	4/29/2022	Jones, Courtney R.	663.40
78730	4/29/2022	Kineman, Daniel L.	1,580.00
78731	4/29/2022	King, Erin R.	1,596.15
78732	4/29/2022	Koch, Donald N.	2,353.53
78733	4/29/2022	Lingle, Randy W.	1,983.46
78734	4/29/2022	Lucas, Robert	1,934.83
78735	4/29/2022	Luttrell, Denise	612.67
78736	4/29/2022	Malone, Sherrie D.	2,169.31
78737	4/29/2022	Mason, Gregory K.	2,323.97
78738	4/29/2022	Mays, Ann M.	466.84
78739	4/29/2022	McGinnis, Connie R.	2,249.71
78740	4/29/2022	McGoy, Jeffery L.	494.74
78741	4/29/2022	McGoy, Karen M.	1,901.29
78742	4/29/2022	McNally, Michael	1,991.98
78743	4/29/2022	Merriman, Hailey C.	773.96
78744	4/29/2022	Meyer, Lisa F.	1,361.30
78745	4/29/2022	Meyers, Kaylyn L.	1,224.52
78746	4/29/2022	Miller, Roger A.	1,212.48
78747	4/29/2022	Mishler, Shelye	442.26
78748	4/29/2022	Nicolaides, Ian A.	2,252.57
78749	4/29/2022	Nodeen, Marsha K.	363.70

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78750	4/29/2022	Owens, Peter	486.40
78751	4/29/2022	Poat, Erica R.	223.19
78752	4/29/2022	Price, Lisa L.	3,073.05
78753	4/29/2022	Reach, Mindy J.	1,354.03
78754	4/29/2022	Ribbing, Sheryl L.	2,000.67
78755	4/29/2022	Rice, Ronnie D.	1,370.32
78756	4/29/2022	Rippinger, Parker D.	887.63
78757	4/29/2022	Rouse, Felicia	1,410.12
78758	4/29/2022	Salazar, Becky	749.46
78759	4/29/2022	Sauerbrunn, Kayla R.	2,175.13
78760	4/29/2022	Severs, Virginia L.	1,164.89
78761	4/29/2022	Shallenberger, Elizabeth	1,720.05
78762	4/29/2022	Sheffer, Amy L.	1,840.49
78763	4/29/2022	Sheffer, Susan R.	215.60
78764	4/29/2022	Shelby, Kristin N.	2,207.14
78765	4/29/2022	Sheppard, Gregory S.	1,710.24
78766	4/29/2022	Simpson, Stacy J.	1,459.79
78767	4/29/2022	Smith, Kyle S.	1,781.21
78768	4/29/2022	Smith, Wanda R.	2,896.38
78769	4/29/2022	Smith-Fulia, Jesse R.	1,986.89
78770	4/29/2022	Sparks, John R.	2,240.65
78771	4/29/2022	Stalions, Terry R.	387.18
78772	4/29/2022	Steinmetz, Matthew E.	1,515.90
78773	4/29/2022	Steinmetz, Rebecca L.	1,237.45
78774	4/29/2022	Stoup, William R.	1,846.25
78775	4/29/2022	Suggs, Amber	1,745.01
78776	4/29/2022	Taylor, Timothy	5,094.92
78777	4/29/2022	Teske, April Y.	2,315.14
78778	4/29/2022	Thompson, Chevis L.	2,120.96
78779	4/29/2022	Thompson, Tad W.	288.55
78780	4/29/2022	Thornsberry, Ryan J.	2,283.43
78781	4/29/2022	Trowbridge, Mande M.	867.10
78782	4/29/2022	Van Meter, Jonathan L.	1,760.14
78783	4/29/2022	VanAlstine, Lee F.	2,050.91
78784	4/29/2022	Vellella, Christopher A.	2,216.00
78785	4/29/2022	Vines, Deborah	962.37
78786	4/29/2022	Walton, James L.	1,513.67
78787	4/29/2022	Whitnel, Brett P.	1,512.03
78788	4/29/2022	Wilburn, Dorie S.	322.48
78789	4/29/2022	Williams, Michelle L.	829.60
78790	4/29/2022	Woods, Brandy S.	2,373.96

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Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
78791	4/29/2022	Woolridge, Robert E.	2,239.11
78792	4/29/2022	Wright, Christina D.	1,554.21
78793	4/29/2022	Baker, Debra L.	278.66
78794	4/29/2022	Blood, Adelina J.	942.80
78795	4/29/2022	Crites, Marilyn M.	1,267.08
78796	4/29/2022	Dalton, Amelia R.	535.84
78797	4/29/2022	Danas, Judy A.	502.88
78798	4/29/2022	Devenny, Marianne	584.77
78799	4/29/2022	Duke, Jordan	986.28
78800	4/29/2022	Edwards, Jessica E.	821.15
78801	4/29/2022	Fisher, Stephanie J.	631.99
78802	4/29/2022	Green, Kandyce T.	586.93
78803	4/29/2022	Hannan, Rachel A.	771.76
78804	4/29/2022	Harris, Rana L.	551.06
78805	4/29/2022	Hartline, Alaina J.	79.84
78806	4/29/2022	Hayes, Stephanie	381.65
78807	4/29/2022	Hickam, Jamie L.	138.50
78808	4/29/2022	Hill, Madison E.	114.06
78809	4/29/2022	Holderfield, Summer M.	18.00
78810	4/29/2022	Hudgens, Faith V.	1,043.29
78811	4/29/2022	Johnson, Kelly J.	192.28
78812	4/29/2022	Kineman, Daniel L.	61.90
78813	4/29/2022	Knight, Cecilia M.	594.33
78814	4/29/2022	Korte, Rhea C.	432.82
78815	4/29/2022	Kwiatkowski, Miley E.	351.35
78816	4/29/2022	Lewis, Jan F.	1,053.55
78817	4/29/2022	Little, Latayvia S.	193.90
78818	4/29/2022	McBride, Artie M.	779.35
78819	4/29/2022	McEwen, Sayveon L.	575.49
78820	4/29/2022	McNichols, Randall J.	796.36
78821	4/29/2022	Meshell, Caitlyn N.	297.16
78822	4/29/2022	Meyers, Tiffany A.	758.17
78823	4/29/2022	Miller, John P.	1,147.17
78824	4/29/2022	Murray, Maggie A.	552.62
78825	4/29/2022	Prevallet, James W.	189.85
78826	4/29/2022	Ribbing, Sheryl L.	120.71
78827	4/29/2022	Rose, Jayla E.	319.37
78828	4/29/2022	Sargent, Kimberly S.	198.35
78829	4/29/2022	Shakespeare, Sandra L.	264.78
78830	4/29/2022	Sommer, Gary H.	441.42
78831	4/29/2022	Spence, Kaylee	402.04

**Shawnee Community College
Payroll Check and Advice Register
April 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
78832	4/29/2022	Squellati, Brooke D.	103.19
78833	4/29/2022	Stecher, Beverly A.	506.05
78834	4/29/2022	Taylor, Cody M.	358.33
78835	4/29/2022	Thoe, Alexandra I.	792.72
78836	4/29/2022	Woods, Aaron C.	755.49
	Total		454,871.55

SHAWNEE COMMUNITY COLLEGE

Interfund Transfer		
Date	Vendor	Amount
June 6.2022	Shawnee Community College	\$55,000.00
From: Fund-16 (Restricted Purpose Fund)		
To: Fund-01 (Education Fund)		
Purpose: To repay inter-fund loan from the Education fund to the Restricted Purposes fund.		
_____		_____
Chairman		Secretary
Date: _____	6.6.2022	_____

Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chris Clark
RE: Budget Development Presentation – Preliminary Progress Review
Date: June 6, 2022

Background: Currently, the College's FY23 legal budget is entering the final stage of completion but is not quite ready for first review. The purpose of this Presentation is to provide the Board with the following PRELIMINARY information:

- FY23 Enrollment Projection
- FY23 Revenue Projection.
- Operating Fund Expense Review at the Division Level.
- Operating Fund Expense Review at the Department Level (select Departments only).
- List of assumptions used to build the budget.
- List of personnel funded.
- List of Strategic Plan initiatives recommended for funding.
- List of CQI initiatives recommended for funding.
- List of Capital Equipment requests recommended for funding.
- List of Facility projects recommended for funding.

Dr. Teske will lead the Board through the College's new enrollment projection process. VP Clark, Brad McCormick, and I will present the rest of the information. All four parties will be available to answer questions about the process and what is being recommended for funding.

At the conclusion of the Presentation, the Board Finance Committee will be asked to schedule a meeting, at some point in mid-June, to review the preliminary information in detail, make final recommendations for inclusion in the budget, suggest improvements in process, and provide direction to the administration so the legal budget can be finalized and ready for first-read at the July regular Board meeting.

Recommendation: I recommend the Board Finance Committee establish a meeting date and time for mid-June.

Board Memorandum

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chris Clark
RE: Capital Project Application (Formerly RAMP Submission)
Date: June 6, 2022

Background: The College, through a submission to the ICCB, requests funding from the Illinois Capital Development Board for local construction projects. Capital projects for consideration can be categorized by new construction, remodeling or rehabilitation of existing facilities, site improvements, land acquisition, and/or utility improvements. According to Section 1501.510 of the Illinois Community College Administrative Rules, the College must submit “*Resource Allocation and Management Plan (RAMP) data by July 1 of each year.*”

The College’s FY23 Capital Project Application contains the same single project request from the FY22 (RAMP) application along with an additional project.

Specifically, the project from FY22 is to resurface the main campus parking lot, to modify sidewalks and roadway access.

The second project includes the renovation of the College’s Biology, Chemistry, and Learning Commons labs.

Here is a Summary of the Project details:

Project Title: Main Campus Parking & Roadway Access

Priority: Number 1 of 2

Estimated Total Cost: \$519,830

Estimated College Match: \$130,000

Estimated State Contribution: \$389,830

Project Title: Main Campus Lab Renovations

Priority: Number 2 of 2

Estimated Total Cost: \$2,475,000

Estimated College Match: \$618,750

Estimated State Contribution: \$1,856,250

Recommendation: I recommend the Board approve the FY23 Capital Project requests and authorize the College’s VP of Administrative Services, Chris Clark, to sign and submit the document, as per ICCB guidelines.

5/26/22, 1:05 PM

Capital Project Application



Capital Project Application

Illinois Community College Board

District/College *

Shawnee Community College

District # *

53101

5 Digit Code (e.g., 50101)

ICCB Project # Identifier *

531-01SI2023-1

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Type of Space *

B

(A) Instructional, study, office and student areas; (B) Support areas/parking lots/garages; (C) Assembly; (D) Physical Education/Recreation; (E) Special Use

Project Title *

Main Campus Parking & Roadway Access

District Project Rank # *

5/26/22, 1:05 PM

Capital Project Application

1

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Only use numbers and decimal points for the Amount column, no dollar signs or commas for the two tables below.

Funding Details

	Amount
Estimated Local Funds (25% minimum)	130000
Estimated State Funds	389830
Estimated Total Funds	519830

Budget Details

	Amount
Bldgs, Additions, and/or Structures	
Land	
Equipment	
Utilities	
Remodeling & Rehabilitation	
Site Improvements	469830
Planning	50000
Other	
Total Funds Requested	519830

Project Scope

Please refer to Section 1501.603 h) of ICCB Administrative Rules to complete this section. Remember to highlight any Missing Core Campus Components, Program Considerations and Structural Considerations to receive the highest point total.

*

This project will consist of pavement rehabilitation and resurfacing for facility entrances and access ways. The project will include new roadway with sidewalk. The project also includes pavement maintenance for parking areas and adjoining site facility areas at the main campus facility. All entry/exit points for Campus will be linked, allowing for increased, safe access for all students, staff and faculty.

Project Justification Please refer to Section 1501.603 h) of ICCB Administrative Rules to complete this section. Remember to highlight any Missing Core Campus Components, Program Considerations and Structural Considerations to receive the highest point total.

*

5/26/22, 1:05 PM

Capital Project Application

The main campus entrance, parking lot, and driveway needs rehabilitation and upgrading due to the lifecycle condition and need for ADA upgrades. The existing pavement needs to be replaced and new road with pedestrian walkways need to be constructed.

Project will consist of pavement rehabilitation and resurfacing for facility entrances and facility access ways. Project will also include new sidewalk/walking path construction. Included will also be pavement maintenance for parking areas and adjoining site facility areas at the Main Site. Also included in the project will be maintenance level treatment of existing areas which includes bituminous seal coating and new pavement markings along the travel ways and designated parking lot areas. ADA upgrades to existing facilities as well as new ADA compliant pedestrian walkways in combination with the pavement upgrades will be included in the scope of this project. ADA upgrades will include modifications to existing pedestrian walkways and access points as well as construction of new walkways with applicable new and upgraded ADA compliant features. All pedestrian sidewalk construction, new and upgraded features, will be completed in accordance with the Americans With Disabilities Act guidelines.

Additional Documentation Required Prior to Funding (this will be required before funding is released)

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b)
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c)
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d)

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules? *

- Yes
- No

Does this project have the approval of your local governing board? *

- Yes
- No

Date of Board Approval *

06-06-2022

<https://form.jotform.com/211303700946043>

4/5

5/26/22, 1:05 PM

Capital Project Application

Date

District Contact Name *

Chris

First Name

Clark

Last Name

Contact Email *

chrisc@shawneecc.edu

example@example.com

Contact Phone Number *

(618) 634-3233

Please enter a valid phone number.

Signature *

Clear

Date *

MM-DD-YYYY

Type in or pick a date from the icon

Submit



Capital Project Application

Illinois Community College Board

District/College *

Shawnee Community College

District # *

53101

5 Digit Code (e.g., 50101)

ICCB Project # Identifier *

531-01SI2023-2

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Type of Space *

A

(A) Instructional, study, office and student areas; (B) Support areas/parking lots/garages; (C) Assembly; (D) Physical Education/Recreation; (E) Special Use

Project Title *

Renovation of Labs

District Project Rank # *

5/26/22, 1:29 PM

Capital Project Application

2

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Only use numbers and decimal points for the Amount column, no dollar signs or commas for the two tables below.

Funding Details

	Amount
Estimated Local Funds (25% minimum)	618750
Estimated State Funds	1856250
Estimated Total Funds	2475000

Budget Details

	Amount
Bldgs, Additions, and/or Structures	
Land	
Equipment	
Utilities	
Remodeling & Rehabilitation	2250000
Site Improvements	
Planning	225000
Other	
Total Funds Requested	2475000

Project Scope

Please refer to Section 1501.603 h) of ICCB Administrative Rules to complete this section. Remember to highlight any Missing Core Campus Components, Program Considerations and Structural Considerations to receive the highest point total.

*

The project will consist of renovation of existing Chemistry, Biology and all Learning Laboratories. The scope of the project will include an upgraded ventilation system as well as ADA accessibility from the classroom to lab environments.

The project will also allow for storage of chemicals, supplies and lab projects and include safe handling, secure access and monitoring.

Project Justification Please refer to Section 1501.603 h) of ICCB Administrative Rules to complete this section. Remember to highlight any Missing Core Campus Components, Program Considerations and Structural Considerations to receive the highest point total.

*

With an increase in College-Ready initiatives as well as our region's high need, living wage occupation of nursing, our enrollment in classes utilizing these lab facilities precipitates the need for renovation of all existing space. Associate Degree Nursing and Practical Nursing are among the programs which are expanding.

To meet the needs of all students, staff and faculty with inclusiveness, all entryways will require upgrades, thereby decreasing the potential for injury as well as providing a safe, conducive environment for learning is our priority.

Additional Documentation Required Prior to Funding (this will be required before funding is released)

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b)
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c)
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d)

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules? *

- Yes
- No

Does this project have the approval of your local governing board? *

- Yes
- No

Date of Board Approval *

06-06-2022

5/26/22, 1:29 PM

Capital Project Application

Date

District Contact Name *

Chris

First Name

Clark

Last Name

Contact Email *

chrisc@shawneecc.edu

example@example.com

Contact Phone Number *

(618) 634-3233

Please enter a valid phone number.

Signature *

Clear

Date *

MM-DD-YYYY

Type in or pick a date from the icon

Submit

Board Memorandum

**Board of Trustees**

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chris Clark
RE: Blanket Purchase Orders over \$25,000
Date: June 6, 2022

Background: At the start of each fiscal year, the Board has historically approved blanket (i.e., open) purchase orders (PO's) for amounts over \$25,000. The purpose of these blanket PO's is to allow for timely purchases of miscellaneous supplies, materials, goods, services, utilities, lease payments, annual contracts payments, textbooks, etc.

Blanket PO's are used in situations where purchases are repetitive in nature, difficult to quantify over time, and span throughout the fiscal year. Open PO's streamline the purchasing process and helps the College use our purchasing staff more efficiently. In addition, blanket PO's simplify the tracking of annual cost, budget allocation, and efficient payment processing.

Twenty-three (23) blanket POs, in the total amount of \$1,783,910, are recommended for FY23. The list of recommended blanket PO's is on the next the page. According to College Policy 8153, the Board must approve expenditures over \$25,000. If approved, these blanket POs will be active throughout FY23.

Recommendation: I recommend the Board approve the 23 blanket POs, in the amount of \$1,783,910, that are identified in the attachment below.

FY 2022
Open Purchase Orders Exceeding \$25,000

	<u>FY2023 Purchase Order Amount</u>
Ameren - Electricity Anna Center	\$32,000.00
Kaplan - Practical Nursing	\$48,000.00
Kaplan - Registered Nursing	\$48,000.00
Cengage Learning - Books for Resale	\$50,000.00
City of Metropolis - Electricity Metro Center	\$46,500.00
Clearwave	\$46,000.00
Crowdus - Custodial Anna Center	\$36,760.00
Crowdus - Custodial Metro Center	\$36,760.00
Crowdus - Custodial Cairo Center	\$18,000.00
Crowdus - Custodial Main Campus	\$292,400.00
Ellucian, Inc - Ellucian Maintenance	\$100,000.00
Elsevier Health Science - Books for resale	\$80,000.00
Gibbs Technology Leasing, LLC - Copier Lease	\$35,000.00
IL Carrico Three - Anna Rental	\$69,290.00
Johnson, Schneider & Ferrell, LLC - Legal Services	\$30,000.00
MBS Textbook Exchange Inc - Books for Resale	\$50,000.00
McGraw-Hill - Books for Resale	\$40,000.00
Pearson Education - Books for Resale	\$33,000.00
Pick Up Mart	\$25,000.00
Smart Transportation	\$25,200.00
So IL Electric Coop - Electricity Main Campus	\$382,000.00
St. Moritz Security Services - Security Services	\$235,000.00
Xerox Corporation - Copier Lease	\$25,000.00
	<hr/>
Total	\$1,783,910.00

Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chris Clark
RE: FY22 Audit Engagement Letter
Date: June 6, 2022

Background: As noted, at the regular April Board meeting, the Finance Committee reviewed the FY22 Audit Engagement Letter (attached) from Martin Hood. At the time, the Finance Committee felt the selection of Martin Hood to conduct the College's FY22 Audit was appropriate.

However, since the Audit Engagement Letter was not received from Martin Hood in a timely manner, the Saints Foundation had not had an opportunity to review and offer their feedback on the selection process.

Since that time, the Saints Foundation Executive Director, Dr. Jeff DuFore, reviewed the Audit Engagement letter with Board of Directors and they agree that it would be prudent for the Foundation to use Martin Hood, as reflected in the terms of the Engagement Letter, for their FY22 Audit, as well.

Finance Committee Chair Windings, VP Clark, and Brad McCormick will be available to answer any questions.

Recommendation: I recommend the Board approve the selection of Martin Hood for FY22 Audit Services as outlined in the attached Audit Engagement letter.



Martin Hood LLC
2507 South Neil Street
Champaign, Illinois 61820
Tel: 217.351.2000
Fax: 217.351.7726
www.martinhood.com

April 26, 2022

The Board of Trustees and
Chris Clark, Vice President of Administrative Services
Shawnee Community College
8364 Shawnee Community College Road
Ullin, Illinois 62992

We are pleased to confirm our understanding of the services we are to provide Shawnee Community College (the College) for the year ended June 30, 2022. Please read this letter carefully because it is important to both our firm and you that you understand and accept the terms under which we have agreed to perform our services as well as management's responsibilities under this agreement.

Financial Statement Services

We will prepare and audit the financial statements of Shawnee Community College, and its discretely presented component unit, and the related notes to the financial statements, which collectively comprise the basic financial statements of Shawnee Community College as of the year ended June 30, 2022.

Accounting standards generally accepted in the United States of America (U.S. GAAP) call for certain required supplementary information (RSI) to accompany the basic financial statements. The Governmental Accounting Standards Board also considers this information a necessary part of financial reporting, as it provides perspective to the basic financial statements. Therefore, as part of this engagement, we will apply limited procedures to Shawnee Community College's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will primarily consist of inquiries of management regarding their methods of measurement and presentation. However, we will not express an opinion or provide any assurance on this RSI, as our limited procedures do not provide us with sufficient evidence to do so. Consequently, the financial statements we present to you will include the following required RSI that will not be audited and, as such, our report will disclaim an opinion on this RSI:



CERTIFIED PUBLIC ACCOUNTANTS and CONSULTANTS

Shawnee Community College

Page 2
April 26, 2022

1. Management's Discussion and Analysis
2. Schedule of Proportionate Share of Net Pension Liability – SURS and Schedule of Contributions – SURS
3. Schedule of Proportionate Share of Net OPEB Liability – CIP
4. Schedule of Contributions – CIP

We also understand that supplementary information other than RSI that accompanies Shawnee Community College's financial statements. In accordance with GAAS, we will apply auditing procedures and other additional procedures deemed necessary to the following supplementary information accompanying the basic financial statements in order to provide an opinion on this information in relation to the financial statements as a whole:

1. Combined, Combining, and Individual Fund Financial Statements (Note – Various of these supplementary financial statements may be presented on the modified accrual basis of accounting rather than the accrual basis of accounting used for the basic financial statements)
2. Federal Financial and Compliance Schedules including the Schedule of Expenditures of Federal Awards
3. Schedule of Assessed Valuations, Tax Rates, Extensions and Collections
4. Schedule of Legal Debt Margin
5. Illinois Community College Board Uniform Financial Statements
6. Certificate of Chargeback Reimbursement
7. Illinois Grant Accountability and Transparency Act – Consolidated Year-End Financial Reports

We will separately report on the following financial statements and supplementary information:

1. Illinois Community College Board (ICCB) Compliance Schedules for ICCB Grants
2. Schedule of Enrollment Data and Other Bases upon Which Claims are Filed and various supporting information schedules

Shawnee Community College

Page 3
April 26, 2022

The statements we present to you will include the following additional information, which will not be subject to the auditing procedures applied in our audit of the basic financial statements and for which our report will not provide an opinion or any assurance:

1. Student Enrollment and Full-Time Equivalency at Tenth Day

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. GAAP and to report on the fairness of the additional information referred to above when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control over financial reporting and compliance with laws, regulations, and the provisions of awards, contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*

The reports on internal control and compliance are solely for information and use of the board of trustees and management of Shawnee Community College, applicable legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and will each include a paragraph that the purpose of the report is solely to describe the following: (1) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance; (2) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance; and (3) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The Uniform Guidance report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the Uniform Guidance requirements.

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

Our audit will be conducted in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance. Our professional standards as defined by GAAS require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement and are fairly presented, in all material respects, in conformity with U.S. GAAP. As such, our audit will involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements and will include tests of the accounting

Shawnee Community College

Page 4
April 26, 2022

records of Shawnee Community College, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express an opinion whether the financial statements prepared as part of this engagement are fairly presented, in all material respects, in conformity with U.S. GAAP. The procedures we determine necessary will depend on our professional judgment as auditors and will be based, in part, on our assessment of the risks of material misstatement of the financial statements, whether due to fraud or error.

An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If we deem it appropriate, our procedures will also include tests of documentary evidence supporting the transactions recorded in the accounts, may include tests of the physical existence of inventories, and will include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters. These representations will include acknowledging our assistance with the preparation of your financial statements, the schedule of expenditures of federal awards, and notes accompanying these documents, and that you have reviewed and approved these documents, approved their release, and that you have accepted responsibility for them.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected by our firm, even though our audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Since we plan and perform our audit in accordance with GAAS to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriations of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity; and because the determination of abuse is so subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance regarding the detection of abuse. As required by the Single Audit Act Amendments of 1996 and the Uniform Guidance, our audit will include tests of transactions related to major federal award programs for compliance with applicable laws and regulations and the provisions of contracts and grant agreements. Our procedures will be less in scope than what would be required to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Accounting Standards*. However, we will inform you of any material errors that come to our attention, and we will inform you or the appropriate level of management of any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will also include such matters in the reports required for a Single Audit.

Shawnee Community College

Page 5
April 26, 2022

In making our risk assessments, we will consider internal control relevant to the preparation and fair presentation of the Shawnee Community College's financial statements in order to design audit procedures that are appropriate in the circumstances. However, our audit procedures are not designed for the purpose of expressing an opinion on the effectiveness of your internal control. As required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that in our professional opinion are relevant to preventing or detecting material noncompliance with the requirements applicable to each major federal award program. Our tests, however, will be less in scope than what would be required to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance. We will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit as required by the American Institute of Certified Public Accountants, the *Government Auditing Standards*, and the Uniform Guidance.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Shawnee Community College's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of those procedures will not be to express an opinion in our report on compliance with these provisions pursuant to *Government Auditing Standards*.

In addition, the Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the Shawnee Community College has complied with applicable laws and regulations and the provisions of contracts and agreements applicable to major programs. Our procedures, as such, will consist of the applicable procedures described in the OMB "Compliance Supplement" for the types of compliance requirements that could have a direct and material effect on each of Shawnee Community College's major programs. The purpose of these procedures will be to express an opinion on Shawnee Community College's compliance with requirements applicable to major programs in our report on compliance issued pursuant to the Uniform Guidance.

As this engagement is not designed to be a fraud audit, management understands and accepts the inherent limitations of the audit services described in this agreement.

Our responsibility as auditors is, of course, limited to the period covered by our audit and does not extend to any other periods.

Jeff R. Livesay is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Martin Hood LLC's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Responsibilities of Management

By your signature below, you acknowledge that management understands and agrees to assume all of the responsibilities stipulated in this section. As part of our engagement, we may advise you about appropriate accounting principles and their application; however, the management of Shawnee Community College acknowledges and understands that the final responsibility for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America remains with you. This responsibility includes the financial statements, all accompanying information, and the representations that accompany them. Management's responsibilities also include identifying government award programs, understanding and complying with program requirements, and the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) as required by the Uniform Guidance. As such, the management of Shawnee Community College is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Other management responsibilities include maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.

Management is also responsible for the preparation and fair presentation of the supplementary information in conformity with U.S. GAAP. You agree that you will confirm your understanding of your responsibilities with respect to the supplementary information in your representation letter. You further agree to include our report on the supplementary information in any document that contains and indicates that we have reported on such supplementary information. In addition, you also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon.

You also acknowledge and understand that the management of Shawnee Community College is responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. This responsibility includes having appropriate programs and controls in place to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the organization that involves management, employees who have significant roles in internal control, regulators, grantors and others where fraud could have a material impact on the financial statements. The management of Shawnee Community College is also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud affecting Shawnee Community College received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the Shawnee Community College complies with applicable laws and regulations and for taking timely and appropriate actions to remedy any fraud, noncompliance with laws and regulations, or violations of contracts and agreements. You agree that you will confirm your understanding of your responsibilities as defined in this letter to us in your representation letter.

In fulfilling management's responsibility for establishing and maintaining internal control and for compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants, estimates and judgments by management are required to assess the expected benefits and related costs of the controls. The objectives of internal control are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized

Shawnee Community College

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use or disposition; that transactions are executed in accordance with management's authorizations and recorded properly to permit the preparation of financial statements in accordance with U.S. GAAP; and that federal award programs are managed in compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants.

Management's responsibilities also include designating qualified individuals with suitable skill, knowledge, and/or experience to be responsible and accountable for overseeing the preparation of your financial statements and any other nonattest services we perform as part of this engagement, as well as evaluating the adequacy and results of those services and accepting responsibility for them.

Also, as required by the Uniform Guidance, it is management's responsibility to follow up and take corrective action on reported audit findings and recommendations. This responsibility includes maintaining a summary of prior audit findings and recommendations and the corrective actions taken to address these issues; and for providing us with this information as part of our engagement. Management is also responsible to provide input on the current audit findings and recommendations, as well as management's planned corrective actions for these issues.

Management is responsible for making us aware of any contractor relationship in which the contractor has the responsibility for program compliance; providing us with access to all information management is aware of that is relevant to the preparation and fair presentation of the financial statements such as personnel, records, documentation and other matters; for the accuracy and completeness of the information that is provided to us; and for informing us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements. This responsibility also includes providing us with any additional information that we may request from management for the purpose of the audit; as well as allowing us unrestricted access to individuals within the organization from whom we may determine it necessary to obtain audit evidence, including access to your designated employees who will type all confirmations we request.

Written Report

We expect to issue a written report upon completion of our audit of Shawnee Community College's financial statements. Our report will be addressed to Shawnee Community College. We cannot provide assurance that an unmodified opinion will be expressed on the financial statements. Circumstances may arise in which it is necessary for us to modify our opinion, add emphasis-of-matter or other-matter paragraphs, decline to express an opinion, or withdraw from the engagement.

The inclusion, publication, or reproduction by the Shawnee Community College of any of our reports in bond offerings, regulatory filings, or Data Collection Forms containing information in addition to financial statements may require us to perform additional procedures to satisfy our professional responsibilities. Accordingly, our reports should not be used for such purposes without our prior written permission. Also, to avoid delay or misunderstanding, it is important that we be given timely notice of the Shawnee Community College's intention to include, publish or reproduce our report in any report, document, or written communication containing financial information on which we have not reported. Any agreement to perform work in connection with an offering, including an agreement to provide permission or consent, will be a separate engagement.

Shawnee Community College

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April 26, 2022**Other Matters**

We expect to begin our audit in approximately September 2022 and issue our report by November 1, 2022.

In accordance with the terms and conditions of this agreement, Shawnee Community College shall be responsible for the accuracy and completeness of all data, information and representations provided to us for purposes of this engagement. Because of the importance of oral and written management representations to the effective performance of our services, Shawnee Community College's releases and indemnifies our firm and its personnel from any and all claims, liabilities, costs and expenses attributable to any misrepresentation by management and its representatives.

At the conclusion of our engagement, we will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. We will also provide copies of our reports to you; however, it is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

By your signature below, you acknowledge that the audit documentation in connection with this engagement is the property of Martin Hood LLC and constitutes confidential information. However, in accordance with applicable laws and regulations, we may be asked to make certain audit documents available to and/or provide copies of selected audit documentation to regulators, governmental agencies, or their representatives ("Regulators") for purposes of quality review of the audit, to resolve audit findings, in accordance with funding requirements, or to carry out oversight responsibilities. Regulators may intend, or decide, to distribute the copies of information obtained therein to others, including other governmental agencies. By your signature below, you further acknowledge and agree that we are authorized to allow the Regulators access to, and copies of, such audit documents. We will notify you of any such request.

Our fees for these services will be based upon the scope of our work, how much risk and responsibility the work entails, the experience and professional expertise of the personnel assigned, plus out-of-pocket expenses. The fee related to only the audit and depreciation schedule maintenance is expected to be \$43,150 (including \$38,250 for the College audit and \$4,900 for the Foundation audit) and is subject to adjustment if any items requested in the Audit Request List are not available on or before the indicated dates. The fee is affected by anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the review. The fee will be subject to adjustments based on changes in the scope of our work due to incomplete information provided to us by your personnel. Our invoices for these fees will be rendered each month as work progresses. All invoices are due and payable upon receipt and interest is charged at the rate of .75 percent for every month the invoice is not paid. The annual percentage rate is 9 percent. If we elect to terminate our services for non-payment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us

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for all time expended, for any costs associated with collection due to non-payment, and to reimburse us for all out-of-pocket expenditures through the date of termination.

Should any litigation or adverse action (such as audits by outside organizations and/or threatened litigation, etc.), by third parties arise against the Shawnee Community College or its officers subsequent to this engagement, which results in the subpoena of documents from Martin Hood LLC and/or requires additional assistance from us to provide information, depositions or testimony, Shawnee Community College hereby agrees to compensate Martin Hood LLC (at our standard hourly rates then in effect) for additional time charges and other costs (copies, travel, etc.), and to indemnify us for any attorney's fees to represent Martin Hood LLC.

On March 11, 2020, the World Health Organization declared the coronavirus (COVID-19) outbreak a pandemic. Citizens and the economies of the United States and other countries have been significantly impacted by the pandemic. Several stimulus packages have been signed into law in the U.S. providing economic relief to businesses and individuals. While it is premature to accurately predict how the coronavirus will ultimately affect your company's operations long term because the disease's severity and duration are uncertain, your current financial results may be impacted and the implications beyond, while unclear, could also be adversely impacted.

In addition, as the pandemic continues, we may continue to do as much of this work as practical remotely using our technology. This may require additional effort on the part of your employees to provide scanned documents and engage in video conferencing. We will proactively work with your staff to assist them with the technology we are using. If we are required to be onsite for a portion of your audit, our team will follow current CDC, state, and local guidance and our expectation is that your staff will do the same.

If it is necessary for us to perform work at your office, we will notify you if we become aware that someone on our engagement team has come into contact with anyone who has tested positive for COVID, and you are agreeing to notify us prior to our arrival if anyone on your team has tested positive for COVID, come in contact with a COVID positive person, or is symptomatic, whether or not they are physically present in your office. In the instance that you need to communicate such information to our team, please direct that conversation to the engagement partner listed above.

We may from time to time and depending on the circumstances and nature of the services we are providing, share your confidential information with third-party service providers, some of whom may be cloud-based, but we remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality terms with all service providers to maintain the confidentiality of your information and will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure appropriate confidentiality terms with a third-party service provider, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Although we will use our best efforts to make the sharing of your information with such third parties secure from unauthorized access, no completely secure system for electronic data transfer exists. As such, by your signature below, you understand that the firm makes no warranty, expressed or implied, on the security of electronic data transfers.

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In connection with this engagement, we may communicate with you or others via email transmission. We take reasonable measures to secure your confidential information in our email transmissions. However, as email can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom it is directed and only to such parties, we cannot guarantee or warrant that email from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of email transmissions, or for the unauthorized use or failed delivery of email transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

Professional standards require us to be independent with respect to Shawnee Community College. Any discussions with our personnel regarding employment could pose a threat to our independence. Therefore, you agree to inform the engagement partner before having any such discussions so that we can implement appropriate safeguards to maintain our independence.

It is our policy to keep records related to this engagement for seven years. However, we do not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. It is your responsibility to retain and protect your records (which includes any work product we provide to you as well as any records that we return) for possible future use, including potential examination by government or regulatory agencies. We do not accept responsibility for hosting client information; therefore, you have the sole responsibility for ensuring you retain and maintain in your possession all your financial and non-financial information, data and records.

By your signature below, you acknowledge and agree that upon the expiration of the seven-year period Martin Hood LLC shall be free to destroy our records related to this engagement.

Client understands and acknowledges that Martin Hood LLC has spent and will continue to spend considerable resources on the selection and development of its personnel, such that the personnel constitute valuable "assets" of the firm. Client further recognizes that it would be detrimental to Martin Hood LLC if the Client were to convert such assets of Martin Hood LLC by inducing away the firm's personnel. In recognition that said detriment would be substantial and real, although that detriment would be difficult to measure, and in consideration of this agreement and the services provided under it, Client agrees to pay compensation to Martin Hood LLC for any such detriment. Accordingly, until six (6) months have elapsed since the firm last performed services, Client will not solicit for employment any personnel of Martin Hood LLC who assisted in providing services to Client at any time in the prior year without first obtaining the written consent of Martin Hood LLC. The Client will not be considered to have breached its obligations hereunder by generally advertising available positions and hiring personnel who respond to such advertisements on their own initiative without direct or indirect solicitation, inducement, or encouragement from the Client. In the event the Client materially breaches any provision of this agreement and hires a Firm employee without the prior written consent of Martin Hood LLC, the Client shall pay the firm liquidated damages. The parties agree to liquidated damages in recognition that lost profits from the solicitation of a Firm employee are difficult to ascertain and that the parties prefer to avoid costly litigation over the amount of lost

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profits. Thus, the parties agree to set liquidated damages in the amount of 60% of the solicited employee's average weekly salary in the year prior to the employee's separation from Martin Hood LLC, multiplied by the number of weeks that remain in the 6-month non-solicitation period at the time when the solicited employee separates from Martin Hood LLC or begins working for Client, whichever is earlier. The parties agree that such liquidated damages are intended to be a reasonable forecast of just compensation in advance and that they are not intended to be a penalty. If Martin Hood LLC prevails in collecting any damages related to Client's breach of this provision, then Martin Hood LLC will be entitled to recover its collection costs, attorneys' fees, and any other recoverable costs from Client. If any portion of this non-solicitation clause is deemed unenforceable for any reason, the parties agree that a court of competent jurisdiction may sever that portion and revise this clause to the maximum extent necessary to render it enforceable. If the non-solicitation agreement or liquidated damages figure is not enforceable for any reason, the unavailability of that specific right or remedy will not prevent Martin Hood LLC from seeking to enforce any other right or remedy available at law or equity, including but not limited to any appropriate claim for the full measure of its lost profits due to Client's solicitation of its employee.

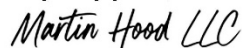
If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association (or other association) under its Rules for Professional Accounting and Related Services Disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

The Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association (or other association). Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that, in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution. The prevailing party shall be entitled to an award of reasonable attorneys' fees and costs incurred in connection with the arbitration of the dispute in an amount to be determined by the arbitrator.

In accordance with *Government Auditing Standards*, we have attached to this letter a copy of our most recent external peer review report dated May 27, 2021. We will also provide you a copy of any subsequent peer review reports and letters of comment received during the period of this agreement.

We appreciate the opportunity to be of service to Shawnee Community College and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Martin Hood LLC

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RESPONSE:

This letter correctly sets forth the understanding of Shawnee Community College.

Signature

Date

Title

Briscoe, Burke & Grigsby LLP
CERTIFIED PUBLIC ACCOUNTANTS

Report on the Firm's System of Quality Control

May 27, 2021

To the Members of Martin Hood LLC
and the Peer Review Alliance Report Acceptance Committee

We have reviewed the system of quality control for the accounting and auditing practice of Martin Hood LLC (the firm) in effect for the year ended March 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

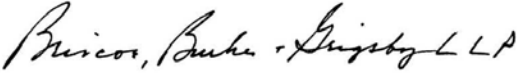
Required Selections and Considerations

Engagements selected for review included an engagement performed under Government Auditing Standards, including a compliance audit under the Single Audit Act, and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin Hood LLC in effect for the year ended March 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Hood LLC has received a peer review rating of *pass*.


Certified Public Accountants

Members American Institute of Certified Public Accountants
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