

## Illinois Central College

### Open Session of the Regular Meeting of the Board of Trustees Minutes

April 25, 2019, 5:00 p.m.  
Peoria Campus, Arbor 112

At 5:01 p.m., Chair Thetford called the regular meeting to order and asked Trustee Davis to lead the audience in the Pledge of Allegiance. Chair Thetford asked the secretary to call the roll and Carl Cannon, Paula Davis, Michael Everett, Student Trustee Elaina Sassine, Diane Lamb, and Gale Thetford were present. Absent: Frank Mackaman and Kelly Daniels.

#### Recognition

Dr. Quirk-Bailey invited the new Student Trustee, Kamarni “KJ” Gaiter, to stand and be recognized.

Dr. Quirk-Bailey invited Dr. Emily Points, Dean of Students, to the stand to recognize the Women’s Basketball Team and Coach Karrie Redeker. Dean Points congratulated the team on a fantastic season representing ICC on and off the basketball floor. Dean Points also congratulated Coach Karrie Redeker on being awarded NJCAA Region 24 Coach of the Year, M-WAC Coach of the Year, NJCAA District M Coach of the Year, and IBCA College Women’s Coach of the Year. Dean Points invited Coach Redeker and the Team to introduce themselves.

Karrie Redeker, Coach of the Women’s Basketball Team, thanked everyone for the opportunity to represent ICC. The team had an amazing experience this year, winning 32 games in a row. The team is very diverse and has come together with great focus, so the successful season is a tribute to them, their unselfishness, and great leadership from the sophomore team members.

The following team members stepped up to the podium to introduce themselves:

- Josi Becker
- Abby Coates
- Marquitta Easley
- Madison Faulkner
- Jordyn Hare
- Emma Henderson
- Raven Overman
- Kathy Pinnock-Branford
- Summer Stoewer
- Moriah Ward
- Ariana Washington

Dr. Quirk-Bailey congratulated them on their season and thanked them for attending the Board meeting.

**Hearing of Citizens**—No comments from citizens.

**Conflict of Interest**— None.

Chair Thetford called upon P. Sue Bulitta, Board Secretary, for the canvass results.

Ms. Bulitta advised that two candidates ran for the ICC Board of Trustees in the Consolidated Election on April 2, 2019. The Tazewell County Clerk canvassed the returns and certified the returns on April 16, 2019. Results included: Gale Thetford (9,924) and Diane Lamb (10,085).

Illinois Central College has two seats open for six-year terms; only two candidates ran for office, Gale Thetford and Diane Lamb.

### **Recognition of Trustees**

Chair Thetford shared a proclamation recognizing retiring Student Trustee, Elaina Sassine, who is graduating and going on to study at Truman University.

Dr. Quirk-Bailey recognized outgoing Board Chair, Gale Thetford. Dr. Quirk-Bailey reminded everyone that the practice at ICC is that the chair position rotates annually, so all Board members have a chance to serve. She stated that Chair Thetford has really been her rock. She has been intent to be sure that all Trustees have a say, are consulted, and are involved in the decision-making process. She has done an exceptional job as Chair of the Board of Trustees. Dr. Quirk-Bailey presented Chair Thetford with a thank you gift of a gavel and block.

Chair Thetford thanked Dr. Quirk-Bailey for the gift and stated that she has really enjoyed serving as the Board Chair. ICC has one of the finest and most diverse boards due to the attendance, participation, and vast amount of knowledge amongst the Board members.

### **Adjournment of Retiring Board Sine Die**

Chair Thetford entertained a motion to adjourn sine die. Trustee Cannon moved to adjourn the Board sine die. Trustee Davis seconded the motion. Chair Thetford requested a roll call vote and the following Trustees responded “Aye”: Paula Davis, Michael Everett, Student Trustee Elaina Sassine, Diane Lamb, Gale Thetford, and Carl Cannon. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

## **Reconvening the Meeting**

Dr. Quirk-Bailey stated that the meeting would now reconvene and that the highest ranking Trustee would serve as the interim Chair of the Board, which is Trustee Michael Everett. Dr. Quirk-Bailey asked Trustee Everett to serve as Interim Chairman of the Board of Trustees, and Trustee Everett agreed.

Dr. Quirk-Bailey called for the Trustee Oath of Office to be provided.

## **Trustee Oath of Office**

Richard Joseph, Legal Counsel, administered the Oath of Office to Trustee Thetford and Trustee Lamb. Trustee Thetford and Trustee Lamb each affirmed their Oath of Office. Each was asked to sign the Oath to be kept on file.

## **Student Trustee Oath of Office**

Dr. Quirk-Bailey called on Richard Joseph, Board Counsel, to administer the Oath of Office to the Student Trustee, Kamarni Gaiter. Mr. Gaiter affirmed his Oath of Office. He was asked to sign the Oath to be kept on file.

## **Seating of New Trustees**

The new Trustees were seated.

## **Roll Call**

Interim Chair Everett asked the secretary to call the roll and Paula Davis, Michael Everett, Student Trustee Kamarni Gaiter, Diane Lamb, Gale Thetford, and Carl Cannon were present. Absent: Frank Mackaman and Kelly Daniels.

**Hearing of Citizens**—No comments from citizens.

**Conflict of Interest**—Trustee Lamb recused herself from voting on Action Item 12.1 – Wetlands Project.

**Reorganization**—Interim Chair Everett called on Trustee Lamb for a motion on Resolution 2019-02.

Trustee Lamb stated that, in accordance with the Illinois Public Community College Act, 110 ILCS 805/3-8, the term of Board Chair will be for two years, unless the Board, by resolution, establishes a policy for the term of office for a one-year period. It has been the past practice of the Illinois Central College Board of Trustees for the Chair to serve a one-year term.

## **Motion**

Trustee Lamb moved to approve Resolution No. 2019-02: Establishing the Term of Office for Chair and Vice Chair.

BE IT RESOLVED that the term of Chair and Vice Chair of the Board of Trustees of Illinois Central College, District No. 514 be established as a one-year term from April 25, 2019, through April 18, 2020.

Gale Thetford seconded the motion. Interim Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Michael Everett, Diane Lamb, Gale Thetford, Carl Cannon, Paula Davis, and Student Trustee Kamarni Gaiter. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

**Board Chair** – Trustee Lamb made a motion to elect Interim Chair Everett to serve as Chair of the Board of Trustees for a one-year term. Trustee Cannon seconded the motion. Interim Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Diane Lamb, Gale Thetford, Carl Cannon, Paula Davis, Student Trustee Kamarni Gaiter, and Michael Everett. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

**Board Vice Chair** – Trustee Lamb made a motion to elect Trustee Mackaman as Vice Chair of the Board of Trustees for a one-year term. Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Gale Thetford, Carl Cannon, Paula Davis, Student Trustee Kamarni Gaiter, Michael Everett, and Diane Lamb. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

**Appointment of Secretary** – Chair Thetford motioned to reappoint P. Sue Bulitta as Secretary of the Board of Trustees for a one-year term. Trustee Davis seconded the motion. Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Gale Thetford, Carl Cannon, Paula Davis, Student Trustee Kamarni Gaiter, Michael Everett, and Diane Lamb. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

**Appointment of Treasurer** – Chair Thetford motioned to reappoint Bruce Budde, Executive Vice President of Administration and Finance, as Treasurer to the Board of Trustees for a one-year term. Trustee Cannon seconded the motion. Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Carl Cannon, Paula Davis, Michael Everett, Student Trustee Kamarni Gaiter, Diane Lamb, and Gale Thetford. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

**Appointment of Legal Counsel** – Trustee Thetford motioned to reappoint Richard Joseph, Miller, Hall and Triggs, LLC, as legal counsel to the Board of Trustees for a one-year term. Trustee Davis seconded the motion. Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Paula Davis, Michael Everett, Student Trustee Kamarni Gaiter, Diane Lamb, Gale Thetford, and Carl Cannon. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

**Establishment of Regular Meeting Dates and Times** –Trustee Thetford moved that the regularly-scheduled monthly meetings of the Illinois Central College Board of Trustees be held on the third Thursday of each month, at 5:00 p.m. in the Founders Room (211A) on the East Peoria Campus with noted exceptions for February and April. The February meeting will be held at 5 p.m. on February 27, 2020. The regularly-scheduled April meeting will be held at 5 p.m. on April 16, 2020, on the Peoria Campus. Trustee Davis seconded the motion. Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Paula Davis, Michael Everett, Student Trustee Kamarni Gaiter, Diane Lamb, Gale Thetford, and Carl Cannon. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

Chair Everett stated that the Trustees each have a copy of the meeting schedule through 2020 including the retreats.

**Motion to Adopt Existing Bylaws** – Trustee Thetford moved that the Board re-adopt existing Bylaws of the Board of Trustees and the Administrative Policies of the Board of Trustees. These documents are available on the Board of Trustees web page. Trustee Davis seconded the motion. Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Michael Everett, Diane Lamb, Gale Thetford, Carl Cannon, Paula Davis, and Student Trustee Kamarni Gaiter. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

### **Consent Agenda**

Chair Everett asked if any Trustee wished to pull an item from the Consent Agenda, and there was no response. Trustee Davis moved to approve the Consent Agenda as presented, including Minutes of the Open Session of the Regular Monthly Meeting on March 21, 2019; Personnel Recommendations; Purchase Recommendations; and Monthly Bills for March 1-31, 2019. Trustee Thetford seconded the motion. Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Diane Lamb, Gale Thetford, Carl Cannon, Paula Davis, Student Trustee Kamarni Gaiter, and Michael Everett. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

### **Minutes**

Minutes of the Open Session of the Regular Monthly Meeting on March 21, 2019.

### **Personnel**

#### New Hires

- Jill Blair - Title III Project Director – Institutional Research Department
- Dustin Zimmerman - FT Financial Aid Advisor – Financial Assistance Department

## Change of Status

- Trisha Alexander From: Adjunct Faculty To: Humanities Advisor/Success Coach – Advisement and Counseling Services
- Tracy L. Buckley-Smith From: Motorcycle Rider Safety Coach – Motorcycle Rider Safety Program To: Motorcycle Rider Safety Program Coordinator – Motorcycle Rider Safety Program
- Carrie D. Davis From: Campus Service Rep II – Financial Assistance To: Specialist II – Financial Assistance
- Elizabeth M. Godinez From: Academic Advisor/Success Coach – Advisement and Counseling To: FT Transfer and Articulation Agreement Coordinator – Advisement and Counseling
- Renee Prunty From: Adjunct Faculty – Social Sciences To: FT Specialist – Curriculum Services

## Separations

- Dana Williamsen - Manager – Financial Assistance

## **Purchase Report**

### Facilities Services

- EP Campus Roadway Replacement - \$984,657.12
- EP Campus Restroom Renovation - \$469,350.00
- Exterior Electronic Signage Upgrade - \$175,555.98

## **Bills Including Conference and Meeting Expenses**

- Education Fund—\$3,447,856.05
- Operations and Maintenance Fund—\$688,948.67
- Operations and Maintenance Fund Restricted—\$517,179.61
- Bond and Interest Fund—\$3,900.00
- Auxiliary Fund—\$609,352.99
- Restricted Fund—\$389,557.85
- Audit Fund—\$2,573.28
- Liability, Protection, and Settlement Fund—\$308,150.16

## **Board of Trustees Chair Reports**

**Announcements** – Chair Everett announced that next month’s Board of Trustees meeting will be on May 16, 2019, at the Pekin campus.

**ICCTA Report** – Chair Everett stated there is no report.

**Legislative Report** – Trustee Thetford provided an update on the bill for developmental education. This will not be in bill form this session. A decision was made to draft language to form a task force with a goal to bring the bill before the General Assembly next year.

With respect to the SURS 3% rule, both the House and Senate passed bills to roll the percentage back to 6%. Viable language has been drafted to include this in a budget package rather than a stand-alone bill, and pass it at the end of May.

**Student Trustee Report** – Student Trustee Kamarni Gaiter was asked to provide some information about himself. He stated he is a sophomore majoring in Pre-Physical Therapy. He is from the West side of Chicago. Student Trustee Kamarni stated the month of April has been an exciting one for students. He provided a report of the many student activities for the past month at ICC.

## **President’s Report**

**Student Success Report** – In keeping with our recognition of ICC Women’s Basketball, Dr. Quirk-Bailey shared a report on one of the student athletes on this spectacular team.

Josi Becker, from Morton, is a freshman Biology major and Honor Program student with aspirations of being a pediatrician one day. She was a star player at Morton High School and continued that course when she came to ICC, earning the second-highest assists on the team, at 125, and was 73.7 percent from the free throw line.

Josi said she chose ICC mainly to play basketball. She knew the basketball program was very successful and had a great coaching staff. She also liked the team’s style of play.

Josi liked the proximity of ICC to her home in Morton and was impressed with the campus and the facilities, overall, when she visited with her family. Josi solidified her decision to attend after speaking with a biology program alum, who reported ICC was a good school that would prepare her well academically.

She said she expected that ICC would prepare her well to transfer and continue her education to be a doctor one day. She also expected it to provide her with a great basketball experience. The team’s stellar season, NJCAA national competition play, and 32-game winning streak attest that it has been!

What surprised Josi initially about ICC was the pace of learning compared with high school classes, but she was also pleasantly surprised at the amount of academic support ICC provides its students.

Of her experience at ICC, Josi said, “I have loved being a part of the women’s basketball team. It has made my time much more enjoyable and has brought me lifelong friends. It has helped me learn time management and develop leadership skills. It has allowed me to travel to new places and experience the NJCAA national tournament. The courses I am taking and the experiences I am receiving from playing basketball have helped me on my path to earning a college degree. Basketball helps me because it motivates me to get good grades and keeps me on a schedule. Also, I think the small classes really benefit me. I am able to develop relationships with my professors and ask them questions when needed, which is very useful.”

Josi currently is undecided as to where she plans to transfer after ICC. She also is unsure if basketball will be part of that plan or not. Her long-term goal is to get into a good medical school and become a doctor.

We wish you continued success, Josi!

**Announcements** – Dr. Quirk-Bailey shared an announcement on an agreement signed recently between ICC and Bradley University. She stated, from the work of Dr. Awuah, Vice President of Academic Affairs, and Bradley University, Bradley and ICC have recently signed a very comprehensive agreement that, if students graduate from ICC with a 2.5 GPA or better, they will start with full junior status at Bradley University. If students transfer early, those credits will transfer back so ICC can grant them an associate’s degree. This will serve our students well. Thanks go to Dr. Awuah, for his leadership, and Bradley University for this agreement.

### **Treasurer’s Report**

Mr. Budde highlighted that we are now nine months into the fiscal year. The negative variance in revenues is due to enrollment being lower than budgeted. There are favorable variances on the expenditure side of \$2.2 million that offsets that loss of revenue. State funding, while showing a negative variance over the nine months, is due to timing of payments and should turn around in the last quarter of the fiscal year. Real estate taxes are slightly higher than budgeted. The revenue side is showing favorable variances attributed to higher interest earnings. The expenditure side is showing a favorable variance in salaries. The employee benefit expense reflects a positive variance mainly due to lower than expected claim activity. Mr. Budde provided a breakdown of the benefits expenses. Overall, the fund balance trend is expected to be positive as the year closes.

Trustee Lamb questioned how the specialty drugs work with the stop loss. Mr. Budde provided an explanation.

Trustee Cannon asked with the nationwide trend of measles, does ICC confirm if students have been vaccinated. Dr. Quirk-Bailey stated that is only standard in the Health Careers Program.

Trustee Lamb asked if immunizations are required for college. Mr. Budde stated that we are only required to report an incident with the Health Department.

Chair Everett asked if that is protected health information. Legal Counsel, Richard Joseph, stated it would be personal information unless it is an admissions requirement.

Dr. Quirk-Bailey stated that immunizations vary by state.

Chair Everett moved to entertain a motion to accept and approve the Treasurer's Report for March 2019. Trustee Davis moved to approve the March Treasurer's Report as presented. Trustee Cannon seconded the motion. Chair Everett requested a roll call vote and the following Trustees responded "Aye": Gale Thetford, Carl Cannon, Paula Davis, Student Trustee Kamarni Gaiter, Michael Everett, and Diane Lamb. "Nay": None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

## **Informational Items**

### **11.1 FY19 Institutional Operational Plan – Third Quarterly Update**

David Cook, Executive Director of Institutional Research and Planning, reminded the Board that fifteen goals were identified across seven institutional planning priorities. Four of the goals have been materially completed. Seven goals are on track, in progress, and on target. Four goals are off target in the action steps that underline the goals.

One of those four goals is in enrollment management. Much of the work is largely completed to implement the strategic enrollment management plan. Being off target on this goal is specific to the missed enrollment targets for summer, fall, and then spring. The head count was off of the targeted amount by just under one percent. Another factor that has slowed the progress of this goal was the resignation of the Vice President of Student Services.

Preparing and training for emergency operation situations was a priority goal for Institutional Advancement. While training for key personnel has been ongoing throughout the year, there are still two targeted training exercises that will be carried out in June of this year.

The Student Success priority to investigate and design integrated course scheduling approaches has two actions that are off target: develop a dual credit schedule for both CTE and transfer courses for FY20 and determine a two-year schedule for ICC programs following curricular templates and that offers flexible scheduling. Schedules for both CTE and transfer courses offered for dual credit remain in progress, and the anticipated completion date is mid-May19, 2019. Committee work on a two-year schedule continues; highly detailed data sets are in hand; the focus is now turning to critical Gen Ed courses in CTE programs and transfer pathways.

For the goal to investigate and design alternative delivery approaches for course content (known as Online Educational Resources – OER), progress continues. Two committees are working to define a revised adoption process, standards, and measures and to solicit adopter courses for Summer/Fall 2019. A subgroup of the OER and Textbook Advisory Committees is currently developing adoption standards and schedules for use in Fall 2019. Early Adopter courses will be identified by the subgroup.

Trustee Lamb asked why Goal 4 was delayed. Dr. Quirk-Bailey stated it was due to the resignation of the Vice President of Student Services, but work is in process to secure a replacement.

Trustee Lamb asked why emergency training is delayed until July. Mr. Budde stated the delay is due to the delay in filling the Vice President of Student Services position.

Trustee Lamb questioned Goal 15 with respect to the alternative delivery online training and asked if the committee is short of help in this area. She asked if people need to be trained or are they designing curriculum. Mr. Cook clarified that this goal is related to adopting online resources as a substitute for the regular textbook. This is a cost savings for students but also an alternative delivery method for the faculty.

Trustee Davis questioned the impact of not being on target for goal 14 and what the updated target date is for completion. Dr. Quirk-Bailey stated this will be finished by the end of the semester.

Trustee Thetford stated she understands the OER is to benefit students in that there is more educational material online, but she recently read a study that students do better with actual books. Dr. Quirk-Bailey clarified OER is available for free or low cost to students. Students would have the option for ICC to print their materials at a cost of approximately \$10 versus a \$300 book cost to the students. The purpose is not to take away a resource but to take away the exorbitant cost of that resource. Chair Everett stated that the students need to be the higher priority, especially when it comes to affordability.

Trustee Lamb asked about the profitability of the bookstore going forward in offering OER. Mr. Budde stated there are two committees looking at OER. The theme that the committee keeps coming back to is that this is not about the bookstore revenue but more about the overall cost and delivery to the students. Standards do need to be developed for book adoption as well as OER. There needs to be a process for peer review to ensure the integrity of academic material. Outcomes need to be tested. The committee work that is going on is challenging us to look at things differently and challenging the business model. This also draws in the Technology Committee work and issues they have been identified. The business model may shift to where the bookstore may start renting or selling computers.

## Action Items

### 12.1 Wetlands Project & Water Quality Initiative

Trustee Davis moved to approve the funding of \$83,400 to support the construction of a wetland on the East Peoria Campus. Trustee Thetford seconded the motion. Chair Everett noted that Trustee Lamb recused herself on this vote.

Chair Everett invited Bruce Budde, Executive Vice President of Administration & Finance, to present. Mr. Budde invited Mr. Pete Fandel, Professor, Agricultural and Industrial Technologies to the podium. Mr. Budde stated this project is a collaboration of many groups and it exemplifies the quality of work and unique research being done under Professor Fandel and the Agriculture program. The project is a one-acre wetland across the road from the ICC retention pond. The overall cost of the program is \$165,000, and the College will share that cost with multiple partners. ICC worked with our engineers to look at the design of the wetlands, the impact, and the feasibility of this project. Partnerships were leveraged to seek grant support through the Department of Natural Resources Conservation Service for \$108,000 and is currently pending. This project underscores ICC's commitment to sustainable practices.

Mr. Fandel shared that this is a long-term plan for the Agriculture department. Already in place at ICC is a paired field study that was started almost four years ago. Mr. Fandel provided an overview of this study and how it will integrate with the Wetlands Project. He reviewed the impetus for this study, which is a hypoxic zone in the Gulf of Mexico. As a result, the Environmental Protection Agency (EPA) has established priorities for 31 states to meet a goal for a 45 percent reduction of nitrogen and phosphorus runoff into the Mississippi River to improve water quality. The states have until 2025 to prove a 45 percent reduction in fertilizer runoff, or this will become a mandate which will affect every person that uses fertilizers in these states. These projects will generate data to provide to the State of Illinois's EPA that, using these practices, will reduce the nitrates and phosphorus runoff into the Mississippi River. Mr. Fandel reviewed aerial photographs of the project grounds to further explain how this project will work. Mr. Fandel reviewed the agencies that ICC has signed a Memorandum of Understanding with to form the Illinois Sustainable Agriculture Partnership and work collectively together to promote conservation in water quality and soil health throughout the State of Illinois. ICC is the only college in the consortium. One partner, Land Improvement Contractors Association (LICA), has agreed to help build the wetlands as one of their projects (a \$45,000 donation, which is part of the funding source for the project) and will do an educational expo here during the build. This project is due to be built in late July. Several agencies will have public field days to educate the general public and one agency will have a two-day conference on how wetlands work. ICC is one of the few community colleges in the State of Illinois that does research. Several of our departments will be able to incorporate this project into their teaching, providing great exposure and real-world experience to ICC's students that may put them ahead of their peers when transferring to a four-year university.

Dr. Quirk-Bailey stated that ICC is not just one of the few community colleges in Illinois to do research, but is one of the few in the nation. ICC is in the high-performing groups of community colleges that actually led to the change in the Farm Bill. Every one of those 11 institutions has

turned to Professor Fandel as the leader in community college research in this area. Professor Fandel and his department really are a center of excellence.

Trustee Lamb asked if we will have an opportunity to hear results of this project. Mr. Fandel stated there are only two years of legitimate data so far. This preliminary data, along with data from the land aggregates, shows the same thing: that just putting a cover field in over the winter reduces nitrates leaving that field by 40 percent.

Bioreactors show very positive results and are extremely effective at removing nitrogen out of the tile water but can only handle so much water at a time, so they are not as effective as needed.

Trustee Lamb stated that not every state monitors this type of data so this program is providing for a lot of people in the nation.

Trustee Cannon asked if stormwater runoff is a similar process such as the city's Go Green project. Mr. Fandel stated it would depend upon which city you are in and how they handle their sewer water. Mr. Budde stated that there are a number of things happening at ICC with the stormwater runoff through a variety of green projects.

Chair Everett requested a roll call vote and the following Trustees responded "Aye": Gale Thetford, Carl Cannon, Paula Davis, Student Trustee Kamarni Gaiter, and Michael Everett. Diane Lamb recused herself from the vote. "Nay": None. Absent: Frank Mackaman and Kelly Daniels. The motion passed.

### **Unfinished Business – None.**

**New Business** – Trustee Cannon stated he viewed a marketing piece on the pre-apprenticeship program coming out and asked if there is preregistration is available for that program. Dr. Quirk-Bailey invited Dr. Andrew Kerr, Vice President, Workforce Development, to share on the upcoming information sessions. Dr. Kerr stated that preregistration is available on the website. Invites were sent out to a mailing list of 1,000 names.

Trustee Thetford reminded the Trustees that graduation is on Saturday, May 11. She also requested to have microphones available for the May meeting in Pekin.

### **Closed Session**

At 6:34 p.m., Chair Everett entertained a motion for closed session. Trustee Davis moved that the Board of Trustees conduct a closed session to discuss litigation when an action against, affecting, on behalf of the particular body has been filed and is pending before a court or administrative tribunal or when the public body finds that an action is probable or imminent (Section 2(c)(11) of the Open Meetings Act; to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees (Section 2(c)(2) of the Open Meetings Act). Trustee Thetford seconded the motion.

Chair Everett requested a roll call vote and the following Trustees responded “Aye”: Carl Cannon, Paula Davis, Michael Everett, Student Trustee Kamarni Gaiter, Diane Lamb, and Gale Thetford. “Nay”: None. Absent: Frank Mackaman and Kelly Daniels. The motion passed unanimously.

Chair Everett asked Dr. Quirk-Bailey to request that Bruce Budde, Dr. Awuah, and Michelle Bugos remain for the closed session. All other guests and staff members were excused. A break was taken from 6:35 to 6:43 p.m.

At 6:44 p.m., Trustee Thetford moved to enter into closed session. Trustee Cannon seconded the motion. Chair Everett called for the roll and Carl Cannon, Paula Davis, Michael Everett, Student Trustee Elaina Sassine, Diane Lamb, and Gale Thetford were present. Absent: Frank Mackaman and Kelly Daniels.

(Closed Session)

At 7: 23, Trustee Thetford moved to adjourn the closed session and resume open session. Trustee Davis seconded the motion. Chair Everett requested a voice vote and the motion carried.

### **Adjournment**

At 7:24 p.m., Chair Everett entertained a motion to adjourn the open session. Trustee Thetford moved to adjourn the open-session meeting. Trustee Davis seconded the motion. Chair Everett requested a voice vote, and the motion passed unanimously. Chair Everett adjourned the meeting.

The next regularly scheduled meeting will be held Thursday, May 16, 2019, at 5:00 p.m. on the Pekin Campus.

P. Sue Bulitta  
Secretary to the Board of Trustees