At 5:00 p.m., Chair Cannon called the regular meeting to order and asked Board Secretary Sue Bulitta to lead the audience in the Pledge of Allegiance. Chair Cannon asked the Secretary to call the roll and Carl Cannon, Paula Davis, Diane Lamb, Dave Mingus, and Gale Thetford were present. Attending remotely: Kelly Daniels, Michael Everett, and Courtney Privia.

Recognition:

Dr. Sheila Quirk-Bailey, President, opened the meeting, welcomed the new Trustees, and invited Dr. Chuck Swaim, Interim Vice President of Academic Affairs to speak. Dr. Chuck Swaim introduced the newly tenured faculty members and invited each of them to speak.

- Timothy Poelker - Instructor, Machining/Manufacturing; Agricultural & Industrial Technologies
- Matthew Wier - Instructor, Automotive (GM-ASEP); Agricultural & Industrial Technologies
- Dr. Kelly Funke - Assistant Professor, Education; Arts & Behavioral Sciences
- Courtney Arnett - Instructor, Dental Hygiene; Health Careers
- Suzanne Singleton - Instructor, Nursing; Health Careers
- Melissa Grunow - Assistant Professor, English; Humanities
- Jennifer Grote – Instructor, Math, Science & Engineering

Vice Chair Davis congratulated everyone and stated the College is in really good hands.

Election Results

2.1 Report of the Canvass for the Consolidated Election on April 6, 2021 (Sue Bulitta)

Board Secretary Sue Bulitta shared the canvassing results of the April 6 election, stating that the Tazewell County Clerk and the Canvassing Board of Illinois Central College District #514, do hereby certify that on April 20, 2021, they canvassed the returns of the Consolidated Election held on April 6, 2021, and do proclaim that the totals by County were cast for each candidate. The following list of candidates each received the number of votes recorded to him or her from the counties in District #413 Kiran Kumar Velpula 10,122, Cindy Byrd 21,738, and Bettsey L. Barhorst 13,133. There were two open seats available and the top two vote getters were Cindy Byrd and Bettsey L. Barhorst.
Recognition of Trustees

3.1 Proclamation of Retiring Student Trustee Courtney Privia
Dr. Quirk-Bailey thanked Student Trustee Privia for her service to the Board of Trustees and presented her with a proclamation stating that she took the position to an entirely new level. The way that she reached out and engaged students in such a challenging time was most impressive. Dr. Quirk-Bailey thanked her with the deepest gratitude.

Student Trustee Privia thanked all of the Board members, stating that they have all made a difference in her life. She thanked the Board Secretary, Sue Bulitta, for all the support she provided to her throughout her term.

Vice Chair Davis reminded her that the meetings are public, and she is welcome to come back anytime.

3.2 Recognition of Chair Cannon

Dr. Quirk-Bailey thanked and recognized Chair Cannon for his leadership in unprecedented times. She thanked him for his unwavering support for the faculty and staff through unknown waters. Chair Cannon helped the College to find our way through a pandemic, online learning, and working remotely while never losing track of how difficult this was for students who faced internet challenges, among other things. Personally, she thanked him for his generosity of time. Chair Cannon was presented with a crystal block and gavel for his amazing leadership throughout the past year.

Chair Cannon thanked everyone for their support.

3.3 Recognition of Trustee Everett

Dr. Quirk-Bailey presented Trustee Everett with a proclamation and framed print of the College. She shared with the Board the points on the proclamation. She stated that Trustee Everett’s term has been an amazing journey and shared many past experiences where Trustee Everett provided support for her and the College. He has leveraged all his connections and talent for ICC which started a new wave of relationships for the College. The College is greatly appreciative of his service. Trustee Everett thanked everyone that he served with and stated it has been a pleasure to serve with everyone.

Chair Cannon said that Trustee Everett is a role model and thanked him for his friendship, leadership, and kindness.

3.4 Recognition of Trustee Mingus

Dr. Quirk-Bailey presented Trustee Mingus with a proclamation and framed print of the College. She shared with the Board the points on the proclamation.
Trustee Mingus thanked everyone stating he truly enjoyed this experience and thanked the Trustees for allowing him to serve. The longer he served he saw just how wide ICC’s work is within this community.

Trustee Thetford shared comments on the outgoing Trustees and Student Trustee.

Chair Cannon shared heartfelt comments for the outgoing Trustees and Student Trustee and his thoughts on his service to the Board as Chairman, his fellow Trustees, the ICC students, and community. He invited all the Trustees to participate in the graduation ceremony next month.

Adjournment of Retiring Board Sine Die

4.1 Motion to Adjourn Sine Die (Paula Davis)

Chair Cannon asked for a motion to adjourn the meeting. Vice Chair Davis moved to adjourn the Board of Trustees meeting on April 29, 2021, Sine Die. Vice Chair Daniels seconded the motion. Chair Davis asked the Secretary to call the roll and Kelly Daniels, Paula Davis, Michael Everett, Student Trustee Courtney Privia, Diane Lamb, Dave Mingus, and Gale Thetford responded “Aye”. “Nay”: None. Absent: None. The motion passed. The meeting was adjourned.

The retiring Trustees departed the meeting.

Reconvening the Meeting

5.1 Vice Chair Paula Davis Serves as Temporary Chair

Vice Chair Davis served as temporary chair and called on the Board Attorney, Rick Joseph, to administer the Oaths of Office to the new Trustees.

5.2 Trustee Oath of Office (Richard Joseph)

Mr. Joseph administered the Oaths of Office to the incoming Trustees, Cindy Byrd and Bettsey L. Barhorst. Ms. Byrd and Dr. Barhorst affirmed their oaths.

5.3 Student Trustee Oath of Office (Richard Joseph)

Mr. Joseph administered the Oath of Office to the incoming Student Trustee, Raena Holloway. Ms. Holloway affirmed her oath.

5.4 Seating of New Trustees

The new Trustees took their seats at the Board table.
5.5 Roll Call

Chair Davis called the regular meeting to order and asked the Secretary to call the roll and Carl Cannon, Paula Davis, Cindy Byrd, Student Trustee Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, and Gale Thetford were present. Attending remotely: Kelly Daniels.

5.6 Hearing of Citizens

Chair Davis asked if there were any citizens that wanted to address the Board. The Board Secretary confirmed that no citizens had requested to address the Board.

5.7 Statement of Conflict of Interest

Chair Davis asked if anyone had any conflict of interest and there was no response.

Chair Davis invited the new Trustees to address the Board. Trustee Byrd shared a brief background starting as a student 28 years ago on this exact date, she represented ICC as a student on the All USA Academic First Team. She was given an award at the ICCTA convention and Trustee Barhorst was on that trip. She shared the newspaper article.

Trustee Barhorst stated her relationship started with ICC in 1971 as a part-time teacher and she stayed at ICC until 2001. She is delighted to be back at the College.

Student Trustee Holloway shared she is very excited to be representing the student interest on the Board of Trustees.

Board Reorganization

6.1 Resolution 2021-03: Term of Office for Chair and Vice Chair (Carl Cannon)

Trustee Cannon moved to approve the establishment of one-year terms of the Chair and Vice Chair from April 29, 2021 – April 21, 2022. Trustee Lamb seconded the motion. Chair Davis asked the secretary to call the roll. The following Trustees responded “Aye”: Kelly Daniels, Paula Davis, Cindy Byrd, Student Trustee Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, and Carl Cannon. “Nay”: None. Absent: None. The motion passed.

6.2 Election of Board Chairperson (Carl Cannon)

Trustee Cannon recommend Paula Davis for Chair of the Illinois Central College Board of Trustees for a one-year term. Trustee Lamb second the motion. Chair Davis asked if there were any other nominations from the floor and there were none. Chair Davis asked the secretary to call the roll. The following Trustees responded “Aye”: Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, Carl Cannon, and Kelly Daniels. “Nay”: None. Absent: None. The motion passed.
6.3 Election of Vice Chair (Carl Cannon)

Trustee Cannon recommend Kelly Daniels for Vice Chair of the Illinois Central College Board of Trustees for a one-year term. Chair Davis asked if there were any other nominations from the floor and there were none. Chair Davis asked the secretary to call the roll. The following Trustees responded “Aye”: Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, Carl Cannon, Kelly Daniel, Paula Davis, “Nay”: None. Absent: None. The motion passed.

6.4 Appointment of Secretary (Carl Cannon)

Trustee Cannon moved that Sue Bulitta be reappointed as Secretary for a one-year term. Trustee Thetford seconded the motion. There were no other nominations from the floor. Chair Davis asked the secretary to call the roll. The following Trustees responded “Aye”: Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, Carl Cannon, Kelly Daniels, and Paula Davis, and Cindy Byrd, Raena Holloway. “Nay”: None. Absent: None. The motion passed.

6.5 Appointment of Treasurer (Carl Cannon)

Trustee Cannon moved that Bruce Budde be reappointed as Treasurer for a one-year term. Dr. Barhorst seconded the motion. There were no other nominations from the floor. Chair Davis asked the secretary to call the roll. The following Trustees responded “Aye”: Dr. Bettsey L. Barhorst, Gale Thetford, Carl Cannon, Kelly Daniels, and Paula Davis, Cindy Byrd, Raena Holloway, and Diane Lamb. “Nay”: None. Absent: None. The motion passed.

6.6 Appointment of Legal Counsel (Carl Cannon)

Trustee Cannon moved to reappoint Miller, Hall and Triggs, LLC, as legal counsel for Illinois Central College Board of Trustees for a one-year term. Trustee Thetford seconded the motion. There were no other nominations from the floor. Chair Davis asked the secretary to call the roll. The following Trustees responded “Aye”: Gale Thetford, Carl Cannon, Kelly Daniels, Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb, and Dr. Bettsey L. Barhorst. “Nay”: None. Absent: None. The motion passed.

6.7 Establishment of Regular Meeting Dates and Times (Carl Cannon)

Trustee Cannon 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 24, 2022. The April meeting will be held at 5 p.m. on April 21, 2022 on the Peoria Campus. Trustee Byrd seconded the motion. Chair Davis asked the secretary to call the roll. The following Trustees responded “Aye”: Carl Cannon, Kelly Daniels, and Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst and Gale Thetford. “Nay”: None. Absent: None. The motion passed.
6.8 Motion to Adopt Existing Bylaws and Policies (Carl Cannon)

Trustee Cannon moved that the Board re-adopt existing Bylaws of the Board of Trustees and the Administrative Policies of the Board of Trustees. The documents are available on the College’s website. Dr. Barhorst seconded the motion. Chair Davis asked the secretary to call the roll. The following Trustees responded “Aye”: Kelly Daniels, and Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst Gale Thetford, and Carl Cannon. “Nay”: None. Absent: None. The motion passed.

Chair Davis asked if any Trustee wished to pull any item from the Consent Agenda. Trustee Thetford asked to remove the personnel report and under the purchase report remove both the $430,000 award for the AIT building and PAC roofing materials and the $93,000 award for the VPWD and CIIEO Recruitment Firm RFP.

Consent Agenda

Chair Davis asked for a motion to approve the consent agenda as amended. Trustee Thetford moved to approve the Consent Agenda including Minutes of the Open Session of the Regular Monthly Meeting on March 18, 2021, Minutes of the Closed Session of the Regular Monthly Meeting on March 18, 2021, and the Purchase Recommendations as amended, and Monthly Bills for March 1 - 31, 2021. Trustee Cannon seconded the motion.

Minutes


Purchase Report

<table>
<thead>
<tr>
<th>Division</th>
<th>Bid</th>
<th>Vendor</th>
<th>Award</th>
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<tbody>
<tr>
<td>Facilities Services</td>
<td>AIT BUILDING AND PAC ROOF RECOAT</td>
<td>Kreiling Roofing Company</td>
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<td>Academic</td>
<td>SMART CLASSROOM EQUIPMENT</td>
<td>Adorama, Inc.</td>
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<td></td>
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<td>B&amp;H Foto &amp; Electronics Corp.</td>
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<td>Intech Innovations</td>
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<td>Thompson Electronics Company</td>
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<td>Facilities</td>
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## DIRECT PURCHASES

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<td>AIT BUILDING AND PAC</td>
<td>The Garland</td>
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<td>ROOFING MATERIALS</td>
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<td>Axon Enterprise, Inc.</td>
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<tr>
<td>Academic</td>
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<td>Veterinary Simulator Industries</td>
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## PROFESSIONAL SERVICES

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<tr>
<td>Human Resources</td>
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<td>Facilities</td>
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## DATA PROCESSING EQUIPMENT, SOFTWARE, AND TELECOMMUNICATIONS

| Enterprise Systems | DOCUMENT MANAGEMENT SYSTEM MAINTENANCE | Hyland | $65,469.35 |

### Bills Including Conference and Meeting Expenses

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<th>Description of Fund</th>
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<tr>
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<tr>
<td>Bond and Interest Fund</td>
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<td>Auxiliary Fund</td>
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<td>Restricted Fund</td>
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<td>Audit Fund</td>
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<tr>
<td>Liab, Protect and Settlement Fd</td>
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**TOTAL FOR ALL FUNDS:** $6,093,740.06
Chair Davis requested a roll call vote to approve the consent agenda as amended. The following Trustees responded “Aye”: Paula Davis, Cindy Byrd, Student Trustee Raena Holloway, Diane Lamb, Dr. Barhorst, Gale Thetford, Carl Cannon, and Kelly Daniels, “Nay”: None. Absent: None. The motion passed.

**Personnel Report**

**New Hires**

- Chris Rohwedder 04/12/2021 Admissions Representative - Admissions
- Diann Verner 04/12/2021 Administrative Assistant - TRIO Upward Bound

**Executive Employment Contract Changes**

- Dr. Sheila Quirk-Bailey, President 2.3% salary raise
- Bruce Budde, Executive Vice President of Administration & Finance, 2.3% salary raise

**Change of Status**

- Trisha Alexander 05/01/2021  
  From: Success Coach To: Lead Student Success Advisor
- Nikisha Anderson 05/01/2021  
  From: Registrar To: Lead Student Success Advisor
- Karen Giesler 05/01/2021  
  From: Academic Advisor To: Lead Student Success Advisor
- Pam Miller 05/01/2021  
  From: Student Success Advisor To: Lead Student Success Advisor
- Rob Willett 05/01/2021  
  From: Adjunct Faculty To: Full-Time Faculty, Radiography

**Separations**

- Michael Hart - Microcomputer Support Technician
- Kenneth Rutherford - 21General Housekeeper

Chair Davis asked for a motion to approve the personnel report. Trustee Cannon moved to approve the Personnel report as presented. Vice Chair Daniels seconded the motion.

Trustee Thetford asked why there is no additional information regarding the personnel listed under change of status including salaries, and which funds these salaries will be paid for. Dr. Quirk-Bailey stated that all personnel under the change of status was derived from
implementing the advising redesign which was presented to the Board at the last retreat. Advising has been redesigned to align with the career clusters. A lead advisor has been appointed in each one of the career cluster groupings who will be responsible for knowing those overall industries and train and supervise the other advisors to ensure a greater knowledge base for the advising and student success staff. There was no salary impact for lateral moves and, if there was a promotion, there would be a salary increase. This information can be provided to the Board. This is the plan that was recommended as part of the cross-functional team as part of the strategic plan.

Trustee Thetford stated she is comfortable supporting this personnel report* but would like the information provided subsequent to this meeting.

*These entry was updated by Trustee Thetford’s request at the May 20, 2021, Board meeting to note she is comfortable supporting the personnel report, not the purchase report.

Dr. Quirk-Bailey confirmed the information that Trustee Thetford was asking for which is whether personnel are internal or external and what impact there is on salary. Trustee Byrd would like to know if there is any inadvertent impact to wage structure by virtue of the changes of status. Trustee Lamb asked for wage information to be included for change of status personnel going forward.

Chair Davis requested a roll call vote to approve the personnel report as presented. The following Trustees responded “Aye”: Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Barhorst, Gale Thetford, Carl Cannon, Kelly Daniels, and Paula Davis. “Nay”: None. Absent: None. The motion passed.

Purchase Report – AIT Roofing & PAC Roofing Materials

Chair Davis asked for a motion to approve the AIT Roofing & PAC Roofing purchase. Dr. Barhorst moved to approve the purchase as presented. Vice Chair Daniels seconded the motion.

Trustee Thetford asked for an explanation of this being through a direct purchase and a central management pricing structure and an assurance that this is a good price. Mr. Budde stated that the College has access to a purchasing consortium to access pricing that is lower than regular market value. Garland has been the provider for much of ICC’s roofing materials. This is an opportunity to purchase material at a significantly lower price.

Chair Davis requested a roll call vote to approve the personnel report as presented. The following Trustees responded “Aye”: Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, Carl Cannon, Kelly Daniels, Paula Davis, Cindy Byrd, and Raena Holloway, “Nay”: None. Absent: None. The motion passed.

Purchase Report – Contract for VP of Workforce & Diversity & CII Recruitment RFP
Chair Davis asked for a motion to approve the Contract for VP of Workforce & Diversity & CIIEO Recruitment RFP. Trustee Cannon moved to approve the purchase report as presented. Dr. Barhorst seconded the motion.

Trustee Thetford shared that it is doubtful that she will support this motion. She asked for an explanation on the scoring as related to the company chosen. She wanted to know the cost differential. She also asked for confirmation if the Institutional Effectiveness role had ever been filled. Dr. Quirk-Bailey confirmed it had previously been filled by Dr. Laura Friesenborg, who left the College over a year ago. While she is still under contract as a consultant, the College needs a full-time person in the role to fulfill all the duties needed. Dr. Friesenborg has been concentrating on the grant side of the role and Dr. Quirk-Bailey, herself, has been fulfilling the other part of the role. The College made do during the pandemic but really needs a full-time person in this role. Dr. Quirk-Bailey provided context for the use of a search firm at the executive level.

Further discussion ensued on the search firms.

Michelle Bugos, Associate Vice President of Human Resources, provided an overview of the pricing structure for search firms. The reason the particular company was chosen was they had the specific experience in higher education as well as experience with community colleges in the State of Illinois. The other two did not have those specific experiences. We wanted someone who understood our business to source these positions.

Trustee Lamb asked about the timeline of filling the positions by August. Ms. Bugos stated that the bids were delayed as they did want to interview the top three companies so the timeline would be off a month.

Trustee Cannon stated that he likes the idea of the company having experience with the State of Illinois. Further discussion ensued on the cost structure of this award and expected costs of the hirings.

Trustee Byrd asked why we were not utilizing companies that we had a prior relationship with. Ms. Bugos stated that the previous company declined to do the search. Dr. Quirk-Bailey stated that search firms are not bidding as they have in the past as they already have a full docket with the increase in hiring after the pandemic.

Chair Davis requested a roll call vote to approve the personnel as presented. The following Trustees responded “Aye”: Diane Lamb, Dr. Barhorst, Carl Cannon, Kelly Daniels, Paula Davis, and Raena Holloway. “Nay”: Gale Thetford, Cindy Byrd. Absent: None. The motion passed.

Board of Trustees Chair Report

Announcement: Chair Davis congratulated Trustee Cannon, who was recently awarded the State of the School Peoria Public School Innovation Award for the ELITE program.
As is our tradition when we welcome new Board members, the Board will be having a retreat on May 15th. Two consultants from ACCT, Ken Burke, a former trustee from St. Petersburg College and Board member of ACCT, and Dr. Mary Spilde, frequent spokesperson/media expert on community colleges and retired 16-year president of Lane Community College. These consultants are interviewing each of the Trustees and the President to aid in the development of the session agenda. We look forward to the opportunity to level set and grow as a Board.

The ICCTA Annual Convention will be held on June 4 – 5 in Bloomington. The event will include the required biannual training for community college trustees. As a reminder, the required state training is also available on CD for trustees to complete. Please contact Secretary Sue Bulitta if you would like to attend the June session.

ICCTA Report: None.

Legislative Committee Report: Trustee Thetford shared the following legislative report:

There are many new “issues” that have been filed on shell bills. Additionally, amendments are now only subject to a one-hour notice in most cases. Bills are changing quickly. The state bills with the biggest for community colleges include the following:

HB2867 HIGHER ED-MAP GRANTS (FORD L)

Amends the Higher Education Student Assistance Act. Provides that on and after the effective date of the amendatory Act, 15% of the total annual funds appropriated for grants made under the monetary award program (MAP Grants) shall be set aside by the Illinois Student Assistance Commission for the purpose of making grants that shall be awarded to students attending a public community college in this State. Effective immediately.

(HB 3619/ SB 1832) COMMUNITY COLLEGE BACCALAUREATE DEGREES: EXPAND ACCESS TO DEGREES FOR EARLY CHILDHOOD EDUCATORS

A board of trustees may establish and offer a baccalaureate-level early childhood education program and confer a Bachelor of Applied Science degree in early childhood education and Professional Educator License with endorsements in early childhood education and early childhood special education if they meet IBHE, HLC and demonstrate local need.

At the national level, ICC requested Community Directed Funds (formally Earmarks) that are being submitted to appropriations for further consideration including pre-Promise Neighborhood funding as well as language changes to provide additional funding for agriculture research.

The Biden administration infrastructure and jobs bills are requesting historic levels of funding for community college facilities, workforce development programs and apprenticeships. We will keep the Board informed on the progression of these funding opportunities.
**Student Trustee Report**

Dr. Quirk-Bailey shared background information on the new Student Trustee Raena Holloway. She shared that Raena is from Chillicothe, Illinois, however, she was adopted from Guatemala! Raena is currently pursuing an Associate in Arts degree with a major in Psychology. After graduating, she plans to transfer to a four-year college. Her career goal is to become a high school counselor. Along with her involvement in the Student Government Association, Raena participates in Phi Beta Lambda, Sigma Kappa Delta, and Phi Theta Kappa.

Student Trustee Raena Holloway provided the April Student Life report, stating Student Life has continued to work hard to keep the students involved and engaged.

April 1: The SGA (Student Government Association) held the Student Trustee and SGA Executive Board Elections.

- The 2021-22 Student Trustee is Raena Holloway.
- The 2021-22 executive board is as follows:
  - Emily King, President
  - Emily VanBruwaene, Vice-President
  - Micah Schultz, Treasurer

April 10: PBL (Phi Beta Lambda) virtually participated in the SLC (State Leadership Conference). Members placed in the following SLC events:

- Financial Concepts 1st place: Jacob Miller, ICC
- Personal Finance 1st place: Jacob Miller, ICC
- Programming Concepts 1st place: Christiana Beard, ICC
- Statistical Analysis 1st place: Christiana Beard, ICC
- Business Ethics 2nd place: Austin Scalzitti, ICC
- Public Speaking* 3rd place: Raena Holloway, ICC
- Sports Management & Marketing* 3rd place: Jacob Miller, ICC
- This group was also awarded with having the largest chapter membership in the state.

April 24: SKD (Sigma Kappa Delta) held a virtual Poetry Slam competition for all students and faculty members.

Every other Tuesday, PBL (Phi Beta Lambda) has held virtual game nights for students. These game nights consist of playing the game skribbl.io with an occasional bingo scavenger hunt.
The Ag Business Club/Collegiate Farm Bureau Chapter has been volunteering weekly at the Hidden Manna Food Pantry.

Board Policy Manual Review Report

Vice Chair Daniels provided a status update on the progress of the Board Policy review team, stating the team recently reviewed the recommendations for Article IV Student Services:

- Section 1 Definition & Purpose
- Section 2 Admission of Students
- Section 3 Recruitment Materials & Advertising
- Section 4 Financial Aid Policy
- Section 5 Tuition
- Section 6 Student Residency of in the State and District
- Section 7 Admission of Non-Resident Students
- Section 8 Cooperative Agreement
- Section 9 Student Records

These recommendations will be brought to the Board for action in May.

This is Vice Chair Daniels last month serving on this team. Trustee Cannon will be joining the team.

President’s Report

Dr. Quirk-Bailey thanked Vice Chair Daniels for her leadership on the Policy team.

Student Success Story: Ciara – D2 Cohort

Dr. Quirk-Bailey shared that, while most senior students are anxiously awaiting their high school graduation, Ciara and 14 other Peoria Public School students are preparing to celebrate two milestones in one day.

On May 15, this special group of students will become Illinois Central College’s first-ever graduating cohort to earn both their high school diploma and associate degrees.

The dual-degree program, often referred to as D2, first launched in the fall of 2019 with Peoria Public Schools. It offered high-performing juniors the opportunity to earn a high school diploma and an associate in arts degree at the same time. Students attended classes together as a cohort at the ICC Peoria campus and had full access to the College’s academic support services. Their high school counselors continued supporting the students, who also had the option of participating in their high school extra-curricular activities. Ciara said, “I was happy with the amount of support and help I received while in the program. Teachers were always willing to assist, and the ICC tutoring center was also helpful.”
“The D2 program has helped me focus on my plan and my future. If I had taken regular high school classes, I most likely would not have a solid college plan right now, nor a jump start on college credits,” said Ciara. “The program allowed me to work to my full potential while managing a flexible schedule. D2 gave us great freedom and flexibility, so we had to learn to manage our time so we did not fall behind.”

Ciara found it helpful to be in a cohort where she could identify with other students. She said, “Making the transition to a dual degree program was difficult, but having people there who could relate to me was very helpful.” Together, the cohort of 15 achieved a median GPA of 3.4, with 12 students earning a 3.0 or higher. Ciara shared, “The D2 program is truly worth the work.”

Now, at the age of 18, Ciara plans to transfer to the University of Missouri at Saint Louis where she will enter as a college junior. There she plans to major in psychology and minor in business. After completing her education, she wants to open a counseling center. “My entire goal for my education is to help people and animals. I want to provide mental health counseling for those who are in need. I also want to save older animals, who otherwise may be put down, and give them a purpose,” said Ciara. “I plan to combine the two by rescuing geriatric animals and using them in counseling and therapy.”

We are incredibly proud of Ciara and this pioneering group of young students. This program propels high-performing students forward, supports their academic and social needs, and provides them with an outstanding head start in their educational journey. These students will surely thrive and carry this momentum into their final years of college, enabling them to begin a career and accomplish their goals at a much quicker pace.

The second D2 cohort began in the fall of 2020. It included students from Washington and Dunlap high schools in addition to Peoria Public School students. The third cohort will begin this fall with Morton High School also participating. As new cohorts continue to graduate each May, they will serve as more shining examples of how ICC truly changes lives.

Report:

Dr. Quirk-Bailey provided several updates:

**Enrollment:** In a direct day-to-day comparison, we are 10% ahead on summer enrollment today compared to this number of days out last year. At this point we are 70% to our credit hour goals of 16,006 credit hours, currently 11,158.

**Student CARES ACT Distribution:** We have completed our second distribution with over 2,500 students receiving student support funding. She shared with the Board one of the student responses we received.

Dear ICC Team,
Thank you so much for this additional help. This really made me tear up a bit because the struggle is real, and I have been trying my best to keep up with my
tuition payments and coursework. Especially with the timing right now, I am so grateful for this.

ICC is forever the best school out there and again thank you for this help. Cheers!

The individuals who have been working so diligently with Bill Hebert on the CARES Funding distribution for our students are:

- Kris Binard
- Rachel Pace
- Emily Points
- Kyle Rindfleisch
- Stephanie Holmes
- Kim Armstrong

Women’s Sports: Also, As I am sure you are all aware, our women’s sports continue to impress at the national level with both our women’s volleyball teams (Coach Tracy Heffren) and basketball teams (Karrie Redeker) placing 4th nationally.

Help for High School Grads: At the Board retreat, the Board requested we try to find a way to support the HS graduating seniors (both this year’s and last year’s) as many of them may have struggled with online learning and may not be as prepared to enter college as they may have been in the past. I am delighted to share that ICC will offer the Smart Start summer program which will be a 4-week, bootcamp-style program that will focus on improving math and English outcomes as well as developing college success skills while re-engaging these young adults in the educational process. The program is currently under development. Dr. Margaret Swanson was re-engaged to co-lead the program development with our own Arnitria Shaw. Other major contributors include Deans Dr. Lonetta Oliver and Joe Bergman. The program will be offered face-to-face from July 12 to August 6 on both the East Peoria and Peoria campuses.

Dr. Quirk-Bailey wanted to build upon the legislative report that Trustee Thetford shared. A major announcement yesterday was the free community college for all. While the specifics are still being worked out, she wanted to share that for our students of poverty, PELL is not enough. If you are working two part-time jobs to survive, many students cannot survive while working less to enable them to take classes - even if tuition is free. We will keep the Board updated regarding the free community college, as well as the job bills, workforce development, and facilities funding opportunities. As we are speaking, my interview with WMBD on the proposal is airing.

Treasurer’s Report

Mr. Bruce Budde, Treasurer, provided the treasurer’s report for March, stating that the financial position remains consistent with past months.
Revenue is slightly down compared to budget, and expenditures are trending favorably.

A negative variance is showing for state funding and tuition. The state funding variance is due to a timing of cash flow and does not represent an at-risk situation. It should reverse itself by the end of the fiscal year. The tuition variance is due to lower-than-projected enrollment numbers.

Expenditures show all positive variances comparing budget to actual. Factors which influence this are salaries and the timing of filling positions. This also has a positive impact on reducing benefit numbers. Health claim activity is trending positively, which has been influenced by the pandemic.

The budget process has begun and is currently being analyzed at the cabinet level. The tentative budget will be presented to the Board in June.

Trustee Thetford asked what the current fund balance is. Mr. Budde stated it is currently at $21.3 million for operations. Further discussion ensued on the fund balance including what the requirement is in the State of Illinois. Mr. Budde stated the state does not dictate the number, but the Board established a cap of 50 percent and minimum of 25 percent for the fund balance several years ago. The intent of the cap is to reinvest the dollars back in the organization. Dr. Quirk-Bailey shared that another reason to set the policy is due to the Moody’s’ bond rating for the College. They do not share where the thresholds should be, but they like to see a Board with a set policy so they can predict what the variability will be. In Illinois, all community colleges have a set policy.

Trustee Lamb asked what the net impact was from the retirement. Mr. Budde stated that he will share those numbers again via email and further discussion ensued. The payout for administration will happen in this fiscal year and in the next fiscal year for faculty. The benefits will start showing in the next budget cycle.

Dr. Quirk-Bailey reminded the Board the agenda for the February retreat include budget projections and parameters for the next five years.

Chair Davis entertained a motion to approve the Treasurer’s Report as presented. Trustee Barhorst moved to accept the Treasurer’s Report as presented. Vice Chair Daniels seconded the motion. The following Trustees responded “Aye”: Dr. Bettsey L. Barhorst, Gale Thetford, Carl Cannon, Kelly Daniels, Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb. “Nay”: None. Absent: None. The motion passed.

Informational Items:

Chair Davis stated that, since the video information was just received today, the presenters for the informational items will be available again at the May Board meeting to answer any questions. Trustee Thetford stated that she would like a walk-through at the May Board meeting with respect to 11.2 the College & Career Readiness Update.

11.1 FY 2021 Institutional Operational Plan – Third Quarter Update (David Cook)
11.2 Strategic Planning Team, College and Career Readiness Update: Importing Transcripts and Multiple Measures (Joe Bergman)

11.3 LMS Learning Management System/Review and Upgrade (Jill Wright)

Action Items

12.1 Board of Trustees Bylaws Updates (Kelly Daniels)

Vice Chair Daniels moved that the Board of Trustees approve the updates to the Administrative Policies of the Board of Trustees: Article III - Sections 5 & 6. Trustee Cannon seconded the motion. The following Trustees responded “Aye”: Gale Thetford, Carl Cannon, Kelly Daniels, Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb, and Dr. Bettsey L. Barhorst. “Nay”: None. Absent: None. The motion passed.

12.2 Sabbatical Request Spring 2022 (Diane Lamb)

Trustee Lamb moved that the Board of Trustees approve the Spring 2022 Sabbatical request for Professor John Tuccillo. Trustee Byrd seconded the motion. The following Trustees responded "Aye": Carl Cannon, Kelly Daniels, Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, and Gale Thetford. “Nay”: None. Absent: None. The motion passed.

Unfinished Business: None

New Business: None.

Closed Session

At 7:25 p.m., Chair Davis entertained a motion for closed session. Vice Chair Daniels moved that the Board of Trustees conduct a closed session to discuss the following matters:

- Litigation when an action against, affecting, on behalf of the particular public 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);
- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body (Section 2(c)(1) of the Open Meetings Act);
- Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees (Section 2(c)(2) of the Open Meetings Act)
Trustee Byrd seconded the motion. Chair Davis requested a roll call vote. The following Trustees responded “Aye”: Kelly Daniels, Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, and Carl Cannon. “Nay”: None. Absent: None. The motion passed.

Chair Davis announced that there will be an action item on the agenda when the Board returns from closed session.

Trustee Cannon asked Dr. Quirk-Bailey to request that Bruce Budde, Treasurer, and Dr. Charles Swaim, Interim Vice President of Academic Affairs, remain for the closed session. All other guests and staff members were excused. A break was taken from 7.26 p.m. to 7.31 p.m.

At 7.34 p.m., Chair Davis called the closed-session meeting to order and asked the Secretary to call the roll and Carl Cannon, Paula Davis, Diane Lamb, Cindy, Byrd, Raena Holloway, Gale Thetford, and Dr. Bettsey L. Barhorst were present. Attending remotely: Kelly Daniels.

(Closed Session)

Adjournment

At 9:16 p.m., Chair Davis entertained a motion to adjourn the closed session and resume open session. Trustee Cannon moved to adjourn the closed session and resume open session. Trustee Byrd seconded the motion. Chair Davis requested a roll call vote and the following Trustees responded “Aye”: Paula Davis, Diane Lamb, Dr. Bettsey L. Barhorst, Carl Cannon, and Kelly Daniels. “Nay”: Cindy Byrd, Gale Thetford, and Student Trustee Raena Holloway. Absent: None. The motion passed.

Open Session

16.1 Motion to Approve Food Services RFP (Carl Cannon)

Trustee Cannon moved that the Board of Trustees move to approve the Canteen Food Services RFP with the letter of intent being deemed to be non-binding. Trustee Barhorst seconded the motion. Chair Davis requested a roll call vote and the following Trustees responded “Aye”: Paula Davis, Diane Lamb, Dr. Bettsey L. Barhorst, Carl Cannon, and Kelly Daniels. “Nay”: Cindy Byrd, Gale Thetford, and Student Trustee Raena Holloway. Absent: None. The motion passed.

Adjournment

At 9:25 p.m., Chair Davis entertained a motion to adjourn open session. Trustee Cannon moved to adjourn open session. Trustee Byrd seconded the motion. Chair Davis requested a voice vote and the following responded “Aye”: Cindy Byard, Student Trustee Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, Carl Cannon, Kelly Daniels, and Paula Davis, “Nay”: None. Absent: None. The motion passed unanimously.
The next meeting of the Illinois Central College Board of Trustees will be on May 20, 2021, in the Founders Room 211 on the East Peoria campus as well as virtually via Zoom.
P. Sue Bulitta, Secretary, Board of Trustees