At 5:03 p.m., Chair Davis called the regular meeting to order and asked Student Trustee Holloway to lead the audience in the Pledge of Allegiance. Chair Davis asked the Secretary to call the roll and Paula Davis, Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, and Gale Thetford were present. Absent: None. Late: None. Attending remotely: Carl Cannon, Kelly Daniels.

Chair Davis invited a motion to allow Vice Chair Daniels and Trustee Cannon to participate by electronic means due to family or other emergency pursuant to Section 7(a) of the Open Meetings Act. Trustee Byrd motioned to allow Vice Chair Daniels to participate in the Board of Trustees meeting remotely. Trustee Barhorst seconded the motion. Chair Davis asked the Secretary to call the roll and the following Trustees responded “Aye”: Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, and Paula Davis. “Nay”: None. Absent: None. The motion passed. Trustee Cannon was experiencing technical issues so entered the meeting late.

**Recognition:**

Dr. Quirk-Bailey, President, invited Arnitria Shaw, Vice President of Diversity and Workforce, and Charity Gunn, Racial Justice and Equity Coordinator, to share about the Racial Equity training and programs for spring. Dr. Quirk-Bailey reminded the Board that this program had been postponed due to the pandemic as the impact would not have been as good without in-person participation.

Trustee Lamb asked if this program was for employees, students, and community, which Ms. Gunn confirmed. In response to Trustee Lamb asking how they get the word out to the community on this training, Ms. Gunn stated that Mayor Ali has helped spread the word through the community among other community outreach measures.

Trustee Lamb asked about diverse hiring initiatives. Ms. Gunn shared that these initiatives are to ensure that ICC is a diverse campus through various strategies.

**Hearing of Citizens:** None

**Conflict of Interest:** None

**Consent Agenda**

Chair Davis asked for a motion to approve the consent agenda. Trustee Thetford requested to pull the purchase recommendations. She moved to approve the remainder of the Consent Agenda including Minutes of the Closed Session of the Regular Monthly Meeting on November 18, 2021, the Personnel Report, and Monthly Bills for November 1 - 30,
2021. Trustee Barhorst seconded the motion. Chair Davis asked for a roll call vote and the following Trustees responded “Aye”: Dr. Bettsey L. Barhorst, Gale Thetford, Kelly Daniels, Paula Davis, Cindy Byrd, Raena Holloway, and Diane Lamb. “Nay”: None. Absent: None. Late: Cannon. The motion passed.

Trustee Thetford noted the College tends to retain the same providers when they do a good job. She does get concerned that more RFPs are not issued to diversify business. She questioned why. Mr. Budde provided an explanation indicating that the college engages in a variety of A&E firms and uses an RFP process for large projects. Trustee Thetford requested that the College be cognizant in allowing other business to be able to provide services to the College.

Trustee Lamb asked if the QBS process involved all of the bridges. Mr. Budde advised it was only the Nature Court bridge as it was funded by the Capital Development Board.

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

Minutes


Personnel Report

New Hires:

<table>
<thead>
<tr>
<th>Name</th>
<th>Effective Date</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashley Berlett</td>
<td>12/06/2021</td>
<td>Admissions Representative</td>
</tr>
<tr>
<td>Hannah Schulte</td>
<td>12/06/2021</td>
<td>Assistant Registrar</td>
</tr>
</tbody>
</table>

Change of Status:

<table>
<thead>
<tr>
<th>Name</th>
<th>Effective Date</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>From To</td>
<td></td>
</tr>
</tbody>
</table>
Separations:

<table>
<thead>
<tr>
<th>Name</th>
<th>Hire Date</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adam Caines</td>
<td>07/17/2002</td>
<td>Network Administrator</td>
<td>12/11/2021</td>
</tr>
<tr>
<td>Taylor Howard</td>
<td>12/16/2019</td>
<td>TRiO Success Coach</td>
<td>12/4/2021</td>
</tr>
</tbody>
</table>

Retirements:

<table>
<thead>
<tr>
<th>Name</th>
<th>Hire Date</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeff Gardner</td>
<td>08/16/1999</td>
<td>Full-Time Faculty</td>
<td>12/14/2021</td>
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</tbody>
</table>

**Purchase Report**

**PROFESSIONAL SERVICES**

<table>
<thead>
<tr>
<th>Division</th>
<th>Description</th>
<th>Vendor</th>
<th>Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities</td>
<td>ARCHITECTURAL &amp; ENGINEERING SERVICES FOR ROADWAY RESURFACING- PHASE IV</td>
<td>Midwest Engineering</td>
<td>$ 70,000.00</td>
</tr>
<tr>
<td>Facilities</td>
<td>ARCHITECTURAL &amp; ENGINEERING SERVICES FOR AIT PEDESTRIAN WALKOVER BRIDGE</td>
<td>Midwest Engineering</td>
<td>$ 26,500.00</td>
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</table>
Bills Including Conference and Meeting Expenses

<table>
<thead>
<tr>
<th>Description of Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education Fund</td>
<td>3,344,702.05</td>
</tr>
<tr>
<td>Operations and Maintenance Fd</td>
<td>572,922.52</td>
</tr>
<tr>
<td>Oper and Maint Fund (Restrict)</td>
<td>1,126,348.57</td>
</tr>
<tr>
<td>Bond and Interest Fund</td>
<td>5,841,390.00</td>
</tr>
<tr>
<td>Auxiliary Fund</td>
<td>252,555.63</td>
</tr>
<tr>
<td>Restricted Fund</td>
<td>593,557.46</td>
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<tr>
<td>Audit Fund</td>
<td>23,765.69</td>
</tr>
<tr>
<td>Liab, Protect and Settlement Fd</td>
<td>330,538.68</td>
</tr>
</tbody>
</table>

TOTAL FOR ALL FUNDS: $12,085,780.60

Board of Trustees Chair Report

Announcement: Chair Davis shared the following reminders:

The Board of Trustees will reschedule their session with the consultants in the new year. A Doodle poll will be sent out in January once the consultants confirm their availability.

ICCTA Report: Trustee Lamb had no report.

Legislative Committee Report: Trustee Thetford had no report.

Student Trustee Report

Student Trustee Holloway stated that, reflecting on the fall semester, Student Life is proud of students for their commitment to their goals and for encouraging other students to get involved!

November 29 - December 3: CAB (Campus Activities Board) and Student Life hosted “De-Stress Week.” Students could enjoy a movie night, kitten cuddles, cookie decorating, and more!

PBL (Phi Beta Lambda) and SKD (Sigma Kappa Delta) volunteered for the project Operation Christmas Child. Each group purchased presents and then assembled them to send to children in need.

Board Policy Manual Review Report

Trustee Thetford stated that the Board Policy review team will meet next week to review the next section.
President's Report

Student Success Story: None

Report:

Dr. Quirk-Bailey shared photos of a workforce equity group of students who completed at Pekin under the tutelage of first-year faculty member John Runser (Agriculture & Industrial Technologies). The success rate of this cohort is at 100 percent. These students are all moving into their first full-time jobs and will have full benefits. Not only did they complete ICC’s welding certification, they all went forward to get the ASW national certification and all passed. The youngest in this program was 19 and the oldest was 38.

Carl Cannon entered the meeting at 5:22.

Treasurer’s Report

Mr. Bruce Budde, Treasurer, provided an overview of the Treasurer's Report, indicating that financial results have remained consistent throughout this year.

Revenues are tracking below what was budgeted driven by the tuition and enrollment numbers. The revenue variances include state funding, which is a timing issue, and there are no concerns at this time. Tuition is the area that remains a negative variance but is partially offset by the corporate property replacement tax, which is tracking higher than anticipated.

The expenditures are showing positive variances across the board. Some of this is impacted by lower enrollments but the main reason is salaries and the timing of filling positions along with the analysis that is routinely done on the need to fill open positions.

The health claim activity trend has shifted and is on a favorable trend. Another impact is that there are fewer people on the plan, which has a positive impact on the overall claim activity.

Trustee Thetford moved to approve the Treasurer’s report as presented. Trustee Barhorst seconded the motion. Chair Davis asked for a roll call vote and 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.

Trustee Lamb referenced the $59,000 expenditure in November for conferences and committees and asked if this was normal. Mr. Budde stated that this is not unusual for annual expenditures when you look at the budget as a whole.

Informational Items: Chair Davis noted that the informational items were presented as videos and asked if anyone had questions.
6.1 Quarterly Grants Update – Quarters 1 and 2 (Kari Schimmel)

Trustee Lamb asked about the large tutoring grant. Ms. Schimmel stated this was a grant that ICC was named in partnership with ISU and noted that it is for high-impact tutoring for K-12 students, particularly in STEM programs.

6.2 Doctoral Intern (Derrick Booth)

Trustee Lamb asked about the success rates of each population which Mr. Booth provided an explanation.

Trustee Thetford noted that the report stressed that there is still work to be done on with respect to diversity at ICC and shared that the College has made great strides but there is still room for improvement.

Dr. Quirk-Bailey said it was a pleasure to work with Mr. Boothe. This is the first doctoral intern that has worked with ICC and the College learned as much from him as he did from the College. The College owes it to the community to help grow doctoral-level educators.

7.1 Board of Trustees Bylaws Update

Trustee Thetford moved that the Board of Trustees approve the Updates to the Administrative Policies of the Board of Trustees.

- Article XVII Ethics
- Article XVIII Sustainability Policy
- Article XIX Social Media Policy
- Article XXII Whistleblower Protection Policy

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

7.2 Academic Calendar 2023-2024

Trustee Thetford moved to approve the proposed 2023-2024 Academic Calendar as presented. Trustee Lamb seconded the motion. Chair Davis asked for a roll call vote and 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.
7.3 2021-2022 Faculty Seniority List

Trustee Thetford moved to approve the 2021-2022 Faculty Seniority List as presented. Trustee Byrd seconded the motion. Chair Davis asked for a roll call vote and the following Trustees responded “Aye”: Cindy Byrd, Raena Holloway, Diane Lamb, Dr. Bettsey L. Barhorst, Gale Thetford, Carl Cannon, Kelly Daniels, and Paula Davis. “Nay”: None. Absent: None. The motion passed.

7.4 Sabbatical Leave (Fall 2022)

Trustee Thetford moved to approve the Sabbatical Leave request for Professor Dawn Peterson for the Fall 2022 semester. Trustee Barhorst seconded the motion. Chair Davis asked for a roll call vote and 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.

7.5 Approval of recommendation to Adjust College Minimum Wage to $15/ Hour

Trustee Barhorst moved to approve the recommendation to adjust the College minimum wage to $15.00 an hour to include the corresponding changes to the wage table. Trustee Byrd seconded the motion. Chair Davis asked for a roll call vote and 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.

Trustee Thetford referenced the Personnel report change of status for Carrie Hove from a part-time specialist to full-time specialist. She asked if her wage would now be $15.00 per hour. Mr. Budde confirmed it would be as of January 1, 2022.

7.6 Approval of Collective Bargaining Agreement with the United Brotherhood of Carpenters and Joiners of America, Local No. 237

Vice Chair Daniels moved to approve the three-year collective bargaining agreement with the United Brotherhood of Carpenters and Joiners of America, Local No. 237 as presented. Trustee Byrd seconded the motion. Chair Davis asked for a roll call vote and 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.

7.7 Recognition of Juneteenth as a Paid Holiday

Trustee Lamb moved to approve the recognition of the Juneteenth Holiday as a regularly scheduled paid holiday for the College beginning in June 2022. Trustee Barhorst seconded the motion. Chair Davis asked for a roll call vote and 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:

Trustee Lamb referenced the partnerships with the ICC Performing Arts Center (PAC). She shared in the community there are legacy groups that have presented themselves as part of the PAC (center of performing arts). They have had trouble connecting and have shared that publicly. She hopes that we can reconnect with them. The performing Arts Center brings a lot of people in from the community as well as students.

Dr. Quirk-Bailey stated that all of the information has been gathered regarding this concern and she will share with the entire Board. She shared that part of this was a personnel issue while the College was online and was unknown until the College was once again working in person, so this has now been addressed. The other issue has to do with masking, as the College is still under mandates where other organizations are not. This has caused some misinterpretation. Further conversation ensued.

Trustee Barhorst shared about the loss of one of the correctional facilities employees. This person got his degree at ICC in the criminal justice system.

Closed Session

At 6:28 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, or 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 setting of a price for sale or lease of property owned by the public body (Section 2(c)(6) 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);

- Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes (Section 2(c)(06) of the Open Meetings Act).

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

Chair Davis asked Dr. Quirk-Bailey to request that Bruce Budde, Executive Vice President of Administration & Finance / Treasurer; Dr. Charles Swaim, Executive Vice President of Academic Affairs; and Melanie Fata, Chief Human Resource Officer, remain for closed session. All other guests and staff members were excused. A break was taken from 5:57 p.m. to 6:06 p.m.

Chair Davis publicly apologized to Trustee Byrd for comments made at the closed session of the October 21, 2021, meeting.

(Closed Session)

Adjournment (Closed Session)

At 6:35 p.m., Chair Davis entertained a motion to adjourn the closed session and resume open session. Trustee Barhorst moved to adjourn the closed session and resume open session. Trustee Thetford seconded the motion. Chair Davis asked for a roll call vote and 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.

Adjournment (Open Session)

At 6:36 p.m., Chair Davis entertained a motion to adjourn open session. Trustee Byrd moved to adjourn open session. Trustee Thetford seconded the motion. Chair Davis requested a roll call vote and the following 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 unanimously.

The next meeting of the Illinois Central College Board of Trustees will be on January 20, 2022, in the Founders Room 211 on the East Peoria campus as well as virtually via Zoom.

P. Sue Bulitta, Secretary, Board of Trustees