At 5:03 p.m., Chair Cannon called the regular meeting to order and asked Vice Chair Davis to lead the audience in the Pledge of Allegiance. Chair Cannon asked the Secretary to call the roll and Carl Cannon, Paula Davis, and Dave Mingus were present. Attending remotely: Kelly Daniels, Michael Everett, and Courtney Privia. Late: Diane Lamb. Absent: Gale Thetford.

Trustee Lamb arrived at 5:09 p.m.

Recognition:

Dr. Quirk-Bailey, President, stated that the first Industrial Maintenance cohort graduated recently and invited Paula Nachtrieb, Executive Director of Workforce Operations, to provide information on the program. Steve Flinn, Professor, Agricultural and Industrial Technologies, was invited to share some of the highlights of this industrial maintenance program. He stated that the program participants attended classes for eight weeks and then reported to work for eight weeks in a rotating cycle for two years. All program participants are employed, and ICC has received really good feedback from the employers. ICC is now in the process of starting a second cohort. Professor Flinn introduced one of the students who graduated from this cohort, Jay Beuhler, (who is now working for Caterpillar) to share his experience in the program. Mr. Beuhler stated that he was also a graduate of the Highway Construction Program and continued to pursue additional development through this Industrial Maintenance program. He stated it is so difficult to quantify the value of this program. The program was invaluable for learning, as well as being able to work, learn on the job, and earn a living. His education at ICC was superior. He thanked Professor Flinn for the opportunity and guidance. This opportunity pulled him from the lower middle class directly to the upper middle class, almost tripling his pay. He experienced personal growth every day in this program. He has become an expert in his field. The instructors were always there to provide support, guidance, and motivation as needed.

Dr. Quirk-Bailey congratulated Mr. Beuhler and thanked him for being patient with ICC as this was a new program. She saluted Professor Flinn for helping to develop and lead this program. She recognized Ms. Nachtrieb for all the innovation that the Workforce Readiness program is bringing to the College. None of these systems were previously in place. It was amazing for a brand-new group to figure out all of the details and pull a program together.

Hearing of Citizens: None. It was noted that no citizens made a request of the Board Secretary to address the Board.

Conflict of Interest: None
Informational Items

Chair Cannon noted that the informational items were presented in advance of the meeting via PowerPoint video and audio presentations.

2.1. Advising Platform Request for Proposal (Jill Blair)

There were no questions on this.

2.2. Website Request for Proposal (RFP) (Kim Armstrong)

Trustee Lamb asked for additional information on this. Kim Armstrong, Vice President of Marketing and Institutional Advancement, provided additional information on this website RFP and background context. This purchase is for both the website redesign and the content migration (which is being funded through the Innovation Fund, since ICC does not have the staff to support content migration in the time needed). The website has over 5,000 pages of content. The company that is being recommended is an expert in higher education and has been in higher education for more than 60 years.

Dr. Quirk-Bailey reminded the Board that this is a new format to present information items ahead of the consent agenda for any large-ticket items, so the Board has an opportunity to ask questions prior to voting.

Trustee Davis opened up a discussion about departments being able to update their own content on the website through templates to provide more functionality moving forward. Ms. Armstrong noted that the company will also provide training on maintaining and updating the website.

Consent Agenda:

Chair Cannon asked if any Trustee wished to pull any item from the Consent Agenda, and there was no response. Trustee Everett moved to approve the Consent Agenda including Minutes of the Open Session of the Regular Monthly Meeting on January 21, 2021, Minutes of the Closed Session of the Regular Monthly Meeting on January 21, 2021, Personnel Recommendations, Purchase Recommendations, and Monthly Bills for January 1 - 31, 2021. Vice Chair Davis seconded the motion.

Minutes

**Personnel Report**

**New Hires**
- Stacey Willingham-Doss – Administrative Assistant - Workforce Equity Initiative

**Change of Status.**
- Nick Kilgore - From: Layoff To: Technical Director – PAC

**Separations**
- Rosemary Power - Associate Professor

**Purchase Report**

**PROFESSIONAL SERVICES**

<table>
<thead>
<tr>
<th>Division</th>
<th>Description</th>
<th>Vendor</th>
<th>Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing</td>
<td>COLLEGE WEBSITE REDESIGN RFP</td>
<td>Stamats</td>
<td>$560,000.00</td>
</tr>
<tr>
<td>Academic</td>
<td>ADVISING PLATFORM SOFTWARE RFP</td>
<td>Highpoint</td>
<td>$340,000.00</td>
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<tr>
<td>Facilities</td>
<td>ARCHITECTURAL SERVICES FOR AIT/PAC ROOF RECOAT</td>
<td>Apace Design</td>
<td>$29,000.00</td>
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**DATA PROCESSING EQUIPMENT, SOFTWARE, AND TELECOMMUNICATIONS**

<table>
<thead>
<tr>
<th>Division</th>
<th>Description</th>
<th>Vendor</th>
<th>Award</th>
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</thead>
<tbody>
<tr>
<td>Enterprise Systems</td>
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<td>TouchNet Information Systems</td>
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<tr>
<td>Information Technologies</td>
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<td>Zoom Video Communications</td>
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<tr>
<td>Academic</td>
<td>LAPTOPS FOR AIT 242</td>
<td>Dell, Inc.</td>
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## DIRECT PURCHASES

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<th>Description</th>
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<tbody>
<tr>
<td>Academic</td>
<td>FERTILIZER APPLICATION SIMULATOR</td>
<td>Simformotion</td>
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<tr>
<td>Academic</td>
<td>TWO VEHICLE LIFTS FOR AUTOMOTIVE LAB</td>
<td>AMTV Equipment Sales</td>
<td>$63,169.14</td>
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<tr>
<td>Academic</td>
<td>MEDICATION ADMINISTRATION SYSTEM</td>
<td>Medical Shipment, LLC</td>
<td>$56,997.00</td>
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<tr>
<td>Academic</td>
<td>PROGRAMMABLE LOGIC CONTROLLERS</td>
<td>Kirby Risk Electrical Supply</td>
<td>$36,347.00</td>
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## USED EQUIPMENT

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<th>Description</th>
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<th>Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities</td>
<td>USED PASSENGER BUS</td>
<td>Midwest Transit Equipment</td>
<td>$92,608.00</td>
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<tr>
<td>Facilities</td>
<td>USED VAN</td>
<td>Mike Murphy Ford</td>
<td>$36,500.00</td>
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## Bills Including Conference and Meeting Expenses

<table>
<thead>
<tr>
<th>Description of Fund</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Education Fund</td>
<td>2,708,126.40</td>
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<tr>
<td>Operations and Maintenance Fund</td>
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<tr>
<td>Operations and Maintenance Fund (Restricted)</td>
<td>280,927.69</td>
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<tr>
<td>Auxiliary Fund</td>
<td>210,316.57</td>
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<tr>
<td>Restricted Fund</td>
<td>700,591.04</td>
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<tr>
<td>Audit Fund</td>
<td>2,610.49</td>
</tr>
<tr>
<td>Liability, Protection, and Settlement Fund</td>
<td>288,262.84</td>
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</table>

**TOTAL FOR ALL FUNDS:** $4,546,153.29
Chair Cannon requested a roll call vote to approve the consent agenda as presented. The following Trustees responded “Aye”: Kelly Daniels, Paula Davis, Michael Everett, Student Trustee Courtney Privia, Diane Lamb, Dave Mingus, and Carl Cannon. “Nay”: None. Absent: Gale Thetford. The motion passed.

**Board of Trustees Chair Report**

**Announcement:** Chair Cannon shared that the spring Board retreat will be held in person on the Peoria campus and virtually February 27, 2021, from 8:30 – 3:30.

**ICCTA Report:** None

**Legislative Committee Report:** Trustee Everett shared the following report:

Nearly 4,000 House bills were filed before last Friday’s deadline to submit substantive legislation. The Senate’s filing deadline is coming tomorrow - Friday, February 26. We will provide an update on specific bills affecting community colleges next month as this gets sorted out. Today’s update focuses on the Governor’s budget address for the FY2021 budget:

The overall higher education budget proposal totals $2.178 billion, which would reflect a 5.4 percent increase over the current year’s budget. Our hope is that we end this process with the same allocations as last year, which would be significantly better than the 8% cut we were previously told to expect.

A huge impact for our students is the additional $50 million in MAP grant funds with a portion set aside for community college students. The appropriation of $501 million for MAP in FY 2021 will, for the first time in decades, allow us to provide a MAP award to nearly all MAP-eligible students.

The proposal includes a MAP set-aside for community college students, which will mean that 15 percent ($75 million) of MAP dollars will be used specifically for community college students. “The investment in a MAP set-aside for community college students is a commitment to equity, access and attainment for working families in Illinois,” said Brian Durham, executive director of the Illinois Community College Board.

This set-aside will allow community college students to make decisions knowing they will have the support of the State. The governor’s proposed increase in MAP would make community college tuition-free for all MAP-eligible students with family income under $45,000 who also receive a federal Pell Grant.

Overall, increased MAP funding will extend assistance to an additional 20,000 students. ICC currently has 1,416 MAP students.

Trustee Lamb shared that she participated in the ITTCA conference with Senator Tammy Duckworth. She provided a brief summary of that discussion.
Student Trustee Report

Student Trustee Courtney Privia shared that Student Life is working hard to keep students engaged during this cold, snowy weather.

On February 12, SGA (Student Government Association) filmed a video with the Marketing department. The purpose of this video is to gain more student involvement in the SGA. The video is set to release as soon as Marketing adds their finishing touches to it.

PBL (Phi Beta Lambda, along with SKD (Sigma Kappa Delta), collected new stuffed animals that were donated to OSF Children’s Hospital “Cuddles for Kids” campaign. For drop-off locations, visit https://www.cuddlesforkidshugs.org/2020-valentine-s-day-drop-off-locat.

The Student Life Department is working closely with Campus Housing to offer a virtual cooking program. This program will show students how to make different types of food. This program is set to launch in the next couple of weeks.

Board Policy Manual Review Report

Trustee Daniels provided a status update on the progress of the Board Policy review team, stating the team recently reviewed the recommendations for:

Article III:
Section 10. Educational Rights of Students
Section 11. Academic Regulations
Section 12. Study Abroad Program

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

President’s Report

Dr. Quirk-Bailey stated that 21 employees from around the College attended the Achieving the Dream Conference last week. One of the most important things they learned from studies around COVID-19 is that every ATD student needs a person. One of the students’ biggest needs is feeling cared for, as this learning environment is very lonely. There should be every effort made to ask students how they are doing. They also learned the importance of a community college moving from a gatekeeper to a gateway, and this is something we may want to implement in our strategic plan.

She provided an update on the Quality Matters program. The first two cohorts completed the Quality Matters program so there are 30 new faculty who have been certified. Furthermore, an additional 110 faculty members are scheduled to complete it by June 1.

EDA Grant - Dr. Quirk-Bailey shared that the College has received positive feedback on this grant. There are several points that they would like clarification on.
**Promise Neighborhoods Grant** - Dr. Rita Ali, Vice President of Workforce and Diversity, and Dr. Laura Friesenborg, ICC Consultant, are part of a team working on this along with 58 organizations. It is important to note the Federal Government gives communities a devastation rate based upon 18 different factors, and zip code 61605 is at a 99.6% devastation rate. It is one of the most devastated communities in the country.

Trustee Lamb asked how many children are in the 61605. Dr. Quirk-Bailey stated there are 1,800 children in that zip code in approximately 1,200 families.

**Treasurer’s Report**

Mr. Bruce Budde, Treasurer, provided the treasurer’s report for January 2021.

The variances between revenues and expenditures trending positively with budget, with a slight negative variance on revenues and a surplus on the expenditures.

Under the revenue variances, State funding is lagging in the amount of $200,000, but this is a delay in payment for the CTE programs. Real estate taxes are consistent with budget. Corporate property replacement taxes are showing slightly positive.

Tuition is currently showing a negative but does not fully reflect census day results and adjustments.

Expenditures show a more favorable variance which is influenced by a number of factors, including the timing issue of filling positions, and benefits are still showing favorable activity. Variances are also influenced in a favorable way from CARES Act funding. The positive variances on the expenditures will correct themselves as those funds are spent down on capital projects and contractual expenditures.

Vice Chair Davis stated that she appreciates all the efforts being made. While ICC is down in enrollment, other Colleges are experiencing larger declines in enrollment.

Chair Cannon entertained a motion to approve the treasurer’s report as presented. Trustee Davis moved to accept the treasurer’s report as presented. Trustee Mingus seconded the motion. The following Trustees responded “Aye”: Paula Davis, Michael Everett, Student Trustee Courtney Privia, Diane Lamb, Dave Mingus, Carl Cannon, and Kelly Daniels. “Nay”: None. Absent: Gale Thetford. The motion passed.

**Informational Items**: It was noted that informational videos were provided in advance of the meeting for 7.1, 7.2 and 7.4.
7.1 Spring 2021 Enrollment Update (Bill Hebert & Kim Armstrong)

There were no questions.

7.2 Innovation Fund Status Second Quarter Update (Ed Babcock)

There were no questions.

7.3 Chatbot – Ask Cosmo (Kris Binard)

Kris Binard, Interim Dean of Enrollment Management, provided a demonstration of the Ask Cosmo Chatbot. This system focuses on content, provides a look into trends and patterns, uses multiple analytical models, is a conversational design, and is available 24/7 365 day a year. It is meant to enhance all of the student services provided.

7.4 Life Safety Projects - Allocation of Available Life Safety Funding (Bruce Budde)

There were no questions.

Action Items

8.1 Board of Trustees Bylaws Update (Kelly Daniels)

Updates to the Administrative Policies of the Board of Trustees

A. Article III - Sections 1-4, 7-9

Section 1. Basic Educational Policy
Section 2. Curriculum Development
Section 3. Credit Hour Policy
Section 4. Intellectual Freedom
Section 7. Degrees and Certificates
Section 8. Selection of Textbooks
Section 9. Selection of Instructional Materials

Trustee Daniels moved that the Board of Trustees approve the updates to the Administrative Policies of the Board of Trustees. Vice Chair Davis seconded the motion. Chair Cannon asked for a roll call and the following Trustees responded “Aye”: Michael Everett, Student Trustee Courtney Privia, Diane Lamb, Dave Mingus, Carl Cannon, Kelly Daniels, and Paula Davis. “Nay”: None. Absent: Gale Thetford. The motion passed.

8.2 2020-2021 Faculty Tenure Recommendations (Dave Mingus)

Trustee Mingus moved that the Board of Trustees 2020-2021 Faculty Tenure recommendations. Vice Chair Davis seconded the motion. Chair Cannon asked for a roll call and the following Trustees responded “Aye”: Diane Lamb, Dave Mingus, Carl Cannon,
Kelly Daniels, Paula Davis, Michael Everett, and Student Trustee Courtney Privia. “Nay”: None. Absent: Gale Thetford. The motion passed.

8.3 Re-Appointment of Auditors (Paula Davis)

Vice Chair Davis moved that the Board of Trustees approve the ReAppointment of Auditors as recommended. Trustee Everett seconded the motion. Chair Cannon asked for a roll call and the following Trustees responded “Aye”: Dave Mingus, Carl Cannon, Kelly Daniels, Paula Davis, Michael Everett, Student Trustee Courtney Privia, and Diane Lamb. “Nay”: None. Absent: Gale Thetford. The motion passed.

8.4 Resolution 2021-01 Declaring the Thomas Building No Longer Needed For Community College Purposes and Authorizing The Sale To Peoria Innovation Hub, NFP, An Illinois Not-For-Profit Corporation (Diane Lamb)

Trustee Lamb moved that the Board of Trustees approve Resolution 2021-01 Declaring the Thomas Building No Longer Needed for Community College Purposes and Authorizing the Sale to Peoria Innovation Hub, NFP, An Illinois Not-For-Profit Corporation. Trustee Mingus seconded the motion. Chair Cannon asked for a roll call and the following Trustees responded “Aye”: Carl Cannon, Kelly Daniels, Paula Davis, Michael Everett, Student Trustee Courtney Privia, Diane Lamb, and Dave Mingus. “Nay”: None. Absent: Gale Thetford. The motion passed.

Unfinished Business: None

New Business: None

Closed Session

At 5:54 p.m., Chair Cannon entertained a motion for closed session. Vice Chair Davis 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);

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); and

The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body (Section 2(c)(1) of the Open Meetings Act).
Trustee Everett seconded the motion. Chair Cannon requested a roll call vote. The following Trustees responded “Aye”: Carl Cannon, Kelly Daniels, Paula Davis, Michael Everett, Student Trustee Courtney Privia, and Diane Lamb, and Dave Mingus. “Nay”: None. Absent: Gale Thetford. The motion passed.

Chair Cannon asked Dr. Quirk-Bailey to request that Bruce Budde, Treasurer; Michelle Bugos, Associate Vice President of Human Resources; 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 5:55 p.m. to 6:03 p.m.

(Closed Session)

Adjournment

At 6:44 p.m., Chair Cannon entertained a motion to adjourn the closed session and resume open session. Trustee Davis moved to adjourn the closed session and resume open session. Trustee Lamb seconded the motion. Chair Cannon requested a voice call vote and the following Trustees responded “Aye”: Paula Davis, Michael Everett, Student Trustee Privia, Diane Lamb, Dave Mingus, and Carl Cannon. “Nay”: None. Absent: Gale Thetford. The motion passed.

Open Session

12.1 Motion to Delegate to the Chairman of the Board of Trustees the authority to approve and execute a Resolution Agreement in a pending employment case if agreement is reached upon such terms and conditions as the Chairperson deems appropriate.

Trustee Mingus moved to Delegate to the Chairman of the Board of Trustees the authority to approve and execute a Resolution Agreement in a pending employment case if agreement is reached upon such terms and conditions as the Chairperson deems appropriate. Trustee Davis seconded the motion. Chair Cannon asked for a roll call and the following Trustees responded “Aye”: Paula Davis, Michael Everett, Student Trustee Courtney Privia, Diane Lamb, Dave Mingus, Carl Cannon, and Kelly Daniels. “Nay”: None. Absent: Gale Thetford. The motion passed.

Adjournment

At 6:48 p.m., Chair Cannon entertained a motion to adjourn open session. Vice Chair Davis moved to adjourn open session. Trustee Daniels seconded the motion. Chair Cannon asked for a roll call and the following Trustees responded “Aye”: Michael Everett, Student Trustee Courtney Privia, Diane Lamb, Dave Mingus, Carl Cannon, Kelly Daniels, and Paula Davis. “Nay”: None. Absent: Gale Thetford. The motion passed.
The next meeting of the Illinois Central College Board of Trustees will be on March 18, 2021, on the East Peoria Campus in Founders Room 211 as well as virtually via Zoom.

P. Sue Bulitta
Secretary, Board of Trustees