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 Gale Thetford were present. Attending remotely: Kelly Daniels, Michael Everett, Courtney Privia, and Dave Mingus. Late: Diane Lamb.

Trustee Lamb arrived at 5:05 p.m.

Recognition:

Dr. Quirk-Bailey, President, stated that the first Industrial Maintenance cohort graduated recently and invited Steve Flinn, Professor Agricultural and Industrial Technologies, to provide information on this program and recognize the cohort. Due to technical difficulties, this team will be recognized at the February Board meeting.

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

Consent Agenda:

Chair Cannon asked if any Trustee wished to pull any item from the Consent Agenda, and there was no response. Trustee Thetford moved to approve the Consent Agenda including Minutes of the Open Session of the Regular Monthly Meeting on December 10, 2020, Minutes of the Closed Session of the Regular Monthly Meeting on December 10, 2020, Personnel Recommendations, Purchase Recommendations, and Monthly Bills for December 1 - 31, 2020. Trustee Davis seconded the motion.

Minutes


Personnel Report

New Hires

- Hanna Ferrell: Specialist – Accounting, Finance
- Abigail O’Brien: Lead Coordinator – Admissions
- Rob Buss: Director – Athletics
• Crystal Sewell: Coordinator - Workforce Equity Initiative
• Alisha Alexander: Student Success Advisor – Advisement & Counseling Services
• Rhonda Bussell: Student Success Advisor – Advisement & Counseling Services
• Natalie Jou: Student Success Advisor – Advisement & Counseling Services

Change of Status

• Ericson Beck: From - Admissions Representative To: Coordinator - Diversity Retention- Diversity

Purchase Report

BID ITEMS TO BE APPROVED FOR AWARD

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<tr>
<th>Division</th>
<th>Bid</th>
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<th>Award</th>
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</thead>
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<tr>
<td>Facilities</td>
<td>PERFORMING ARTS CENTER AUDIO UPGRADE</td>
<td>Advanced Audio and Lighting Systems</td>
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DIRECT PURCHASES

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PROFESSIONAL SERVICES

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<td>Next Generation</td>
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<td>NIU EdSystems</td>
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**Bills Including Conference and Meeting Expenses**

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<td>Operations and Maintenance Fund</td>
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<td>Operations and Maintenance Fund (Restricted)</td>
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<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>Liability, Protection and Settlement Fund</td>
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**TOTAL FOR ALL FUNDS:** $5,166,933.31

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, Gale Thetford, and Carl Cannon. “Nay”: None. Absent: None. The motion passed.

**Board of Trustees Chair Report**

**Announcement:** Chair Cannon shared that February 8-10, 2021, will be the ACCT Legislative Conference. The conference will be held virtually. Please let the Board Secretary know if any Board member is interested in attending. 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:** ICCTA Board of Representative Meeting will be held virtually on March 12-13. Let the Board secretary know if any Board member is interested in attending.

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

The State of Illinois has a new house speaker, Representative Emmanuel “Chris” Welch making him the first Black Speaker in Illinois history. Speaker Welch is expected to announce his leadership team in the coming days, our own Representative Gordon Booth is in the running for a leadership role.

In early September, the Illinois Legislative Black Caucus released its agenda of sweeping reforms designed to address systemic racism. The agenda focused on four pillars of policy:

- criminal justice reform, violence, and police accountability;
- education and workforce development;
- economic access, equity, and opportunity; and
- health care and human services.
Two bills are directly impacting community colleges: The Developmental Education Reform Act (Article 95) and Workforce Development Program Consolidation Feasibility Study (Article 150):

1. The Developmental Education Reform Act (Article 95)

Requires that on or before May 1, 2022, all community colleges use each of the following measures, as appropriate, to determine the placement of a student in introductory college-level English language or mathematics coursework:

- A student's cumulative high school grade point average.
- A student's successful completion of an appropriate high school transition course in mathematics or English.
- A student's successful completion of an appropriate developmental education or introductory college-level English language or mathematics course at another postsecondary educational institution.

In determining the placement of a student in introductory college-level English language or mathematics coursework, a community college shall consider the standardized test scores provided by the student for placement as well as the other individual measures as set forth in recommendations approved by the Illinois Council of Community College Presidents.

This omnibus bill was voted on and approved during the lame duck session and now awaits action by the Governor.

2. Workforce Development Program Consolidation Feasibility Study (Article 150)

Requires the Illinois Workforce Investment Board (IWIB) to conduct a feasibility study regarding the consolidation of all workforce development programs funded by the federal Workforce Innovation and Opportunity Act (WIOA) and conducted by the State of Illinois into one solitary agency to create greater access to job training for underserved populations. Note – ICCB’s Adult Education and Literacy Program is WIOA Title II.

Student Trustee Report

Student Trustee Courtney Privia shared that the second semester is here, and the Student Life Department is geared and ready to go!

- The Student Life Expo is available and allows student organizations to post videos via Flipgrid for recruitment purposes.
- This week the Student Life Department offered a number of activities for Welcome Days, including a paint night, a cooking demo, making your own vision board, and more.
• The Student of the Year (SOTY) nominations are now open and are due Monday, March 1, 2021 by 4:30 P.M. For more information visit: https://icc.edu/faculty-staff/student-of-the-year-nomination/.

• The Student Life Department is hosting the Student Writing Contest. Students have the opportunity to write in one of the following categories: documented research paper, creative writing/short story, essay of 500 words or less on “How my community college changed my life (Paul Simon Essay Contest),” poetry/lyrics, or memoir. Prizes will be awarded in each category for first place ($75), second place ($50), and third place ($25). “Essay” category awards one winner only. Deadline to submit work is Friday, March 12 by 4:30 P.M. Submissions are to be emailed as a Word attachment to writingcontest@icc.edu.

Student Trustee Privia also shared results of a recent student survey by students for students. Over 600 students participated which is approximately 10 percent of the student population. Trustee Lamb asked if the majority of responders were traditional or non-traditional students and was informed that information was not asked for in the survey. Student Trustee Privia stated they can request that information in their next survey. Trustee Thetford asked to have old-fashioned methods be used in the future as well, so that students that are not tech savvy can also participate in a survey.

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 Sections 1-4 and 7-9. These recommendations will be brought to the Board for action in February.

President’s Report

Student Success:

The Workforce Equity Initiative program at Illinois Central College opens opportunities for students who need them most. Belinda and her family know that personally.

Having moved to the United States in 2016 from Cameroon, a Central Africa country, Belinda, and her family struggled to make ends meet. “We had limited resources and struggled financially due to lack of work hours and low-wage jobs.”

In January 2020, Belinda was accepted into the Licensed Practical Nursing (LPN) program through the ICC Workforce Equity Initiative (WEI). While she faced several challenging moments during the LPN program, Belinda kept a positive attitude and did not give up. She said, “Raising two children while studying and preparing for tests was challenging and led to many sleepless nights. There were times when I wanted to give up, but I knew I could not. It has always been my passion to work in the healthcare field, and my passion motivated me to complete the program.”

On December 12, 2020, Belinda achieved her goal of completing the LPN program. She is currently preparing to take the National Council Licensure Examination (NCLEX) in
February to become a certified nurse. Belinda said, “My ultimate goal is to become a doctor, and ICC has provided the foundation for that dream to become a reality.”

Driven by appreciation and motivation, Belinda said, “There is nothing that can stop me from achieving my goals at this point. I want to thank ICC for providing me this opportunity through the WEI program. You have truly changed my life and my family’s lives.”

Report:

Dr. Quirk-Bailey provided an update on enrollment stating that enrollment was down 11.5 percent last fall, which was better than the state and national average. The spring goal was to experience a 10 percent or less enrollment decrease in the COVID-19 environment. The semester opened with enrollment down 13.5 percent below last year. The final numbers will be available on census day. Trends show that students who graduated last year are taking a gap year. We continue to reach out to them, but this is the single largest demographic category in low enrollment.

The marketing team has won national awards competing against other universities and community colleges and has brought home two gold medals, one silver medal, one bronze medal, and one honorable mention for merit.

ICC received additional CARES act money in the amount of $6 million for administrative needs and $2 million for student needs. The first round of funding needs to be expended by May.

ICC recently completed an employee survey that had a 20 percent response rate. Results showed 73 percent of respondents are satisfied with the new communication approach, 85 percent like the Zoom webinar structure to be able to interact, and 86 percent stated they had ample notice to submit questions in advance.

On behalf of ICC, Dr. Quirk-Bailey extended sympathy to the ICC community, because so many have lost loved ones during this pandemic.

Treasurer’s Report

Mr. Bruce Budde, Treasurer, provided the treasurer’s report for December. We are now six months into the fiscal year. Revenues are at $47.5 million, showing a negative variance of $700,000. The expenditure side is showing a $2.1 million positive variance out of $26 million in expenses. There is currently a positive variance in fund reserves, but it will be spent down through the remainder of the year.

Revenue variances include a negative variance in State funding. This represents the State being behind one payment to the College, which will correct itself. ICC is still awaiting direction from the State on the status of the current payments. We are continuing to monitor this. Tuition and enrollment numbers are tracking lower than budgeted.
The expenditure side shows many positive variances which, in some areas, are largely due to timing issues in filling positions and health claim activity. CARES act funding is covering some of the funding, which adds to the positive variance.

Fund reserves and balances are holding as projected.

Trustee Lamb asked about the new allocation of COVID funds. Mr. Budde stated that the allocation has been made and the College now needs to identify how these funds will be disbursed. The total allocation is approximately $8.1 million with approximately $6 million for administrative expenses.

Trustee Thetford referenced the lower-than-expected enrollment and suggested using some of the CARES act money to offset the tuition losses rather than raising tuition. Mr. Budde stated that the guidelines for spending these funds have broadened from the parameters set with the original funding, so there are more opportunities for use of these funds.

Trustee Everett stated that he is hoping that if there is a third round of stimulus, there will be support for education as well.

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 Thetford seconded the motion. The following Trustees responded “Aye”: Kelly Daniels, Paula Davis, Michael Everett, Student Trustee Courtney Privia, Diane Lamb, Dave Mingus, Gale Thetford, and Carl Cannon. “Nay”: None. Absent: None. The motion passed.

**Informational Items**: It was noted that informational videos were provided in advance of the meeting.

**6.1 FY 2021 Institutional Operational Plan** – Second Quarterly Update (David Cook).

Mr. David Cook, Executive Director, Institutional Research and Planning, noted that he had provided the update via a video PowerPoint presentation in advance of the meeting and asked if anyone had questions.

Trustee Cannon asked if there will be further discussion on food services, childcare, and document services at the Board retreat, which Dr. Quirk-Bailey confirmed.

**Action Items**

**7.1 Affirmative Action Plan** (Kelly Daniels)

Trustee Daniels moved that the Board of Trustees approve the ICC Affirmative Action Plan (AAP) Annual Update and Workforce Analysis as presented to the Board of Trustees. Trustee Davis seconded the motion. The following Trustees responded “Aye”: Michael Everett, Student Trustee Courtney Privia, Diane Lamb, Dave Mingus,
Gale Thetford, Carl Cannon, Kelly Daniels, and Paula Davis. “Nay”: None. Absent: None. The motion passed.

7.2 Manufacturing Academy Grant Submission (Diane Lamb)

Trustee Lamb moved that the Board of Trustees empower the President to sign off on the grant, which is due on January 31, to include up to $1,750,000 in funding from life safety funds and the proceeds of the sale of the Thomas Building to Distillery Labs. Vice Chair Thetford seconded the motion. Chair Cannon requested a roll call vote. The following Trustees responded “Aye”: Diane Lamb, Dave Mingus, Gale Thetford, Carl Cannon, Kelly Daniels, Paula Davis, Michael Everett, and Student Trustee Courtney Privia. “Nay”: None. Absent: None. The motion passed.

Chair Cannon invited Trustee Lamb to provide a report on her attendance at the informational sessions. Trustee Lamb stated she was impressed with the collaborative spirit of everyone. Trustee Thetford thanked Trustee Lamb for attending these informational sessions on behalf of the Board.

Unfinished Business: None

New Business:

Trustee Thetford thanked the Board and College community for all the condolences.

Trustee Daniels thanked the Board and the College community for the condolences she received, as well.

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, 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 appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body (Section 2(c)(1) of the Open Meetings Act).

Trustee Thetford seconded the motion. Chair Cannon requested a roll call vote. The following Trustees responded “Aye”: Dave Mingus, Gale Thetford, Carl Cannon, Kelly Daniels, Paula Davis, Michael Everett, Student Trustee Courtney Privia, and Diane Lamb. “Nay”: None. Absent: None. The motion passed.
Chair Cannon asked Dr. Quirk-Bailey to request that Bruce Budde, Treasurer; Michelle Bugos, Associate Vice President of Human Resources; Dr. Rita Ali, Vice President of Workforce and Diversity; 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 5:54 p.m. to 6:03 p.m.

At 6:03 p.m., Chair Cannon called the closed-session meeting to order and asked the Secretary to call the roll and Carl Cannon, Paula Davis, Diane Lamb, and Gale Thetford were present. Attending remotely: Kelly Daniels, Michael Everett, Courtney Privia, and Dave Mingus.

(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 Thetford seconded the motion. Chair Cannon requested a voice call vote and the following Trustees responded “Aye”: Kelly Daniels, Paula Davis, Michael Everett, Dave Mingus, Gale Thetford, and Carl Cannon. “Nay”: None. Absent: Student Trustee Courtney Privia and Diane Lamb. The motion passed.

Open Session

Promise Neighborhood Grant

Dr. Quirk-Bailey shared that a couple of items have come up recently that she wanted the Board to be informed on, but no action is to be taken at this time. The first one is the Promise Neighborhoods grant which is a five-year grant for $5-6 million per year. The grant identifies the largest areas of need as determined by poverty, health, crime, and number of ex-offenders, among other criteria. This grant provides for the administrator to work with community systems to provide wrap-around support to turn communities around in an identified area over the five years. There is an area in the south side of Peoria that qualifies as one of the neediest in the county. The grant application is due the first week of March. Grant applications can only be from a not-for-profit, college, or university. Criteria include requirements that the neighborhoods be in the lowest performing schools, high poverty, and high crime areas. There will only be six or seven grants awarded throughout the nation. Dr. Quirk-Bailey does not feel that the College, in good conscience, can sit back and not try to bring $25 - $30 million dollars of funds to help the poorest in the community.

Dr. Ali provided details on this grant and discussion ensued on this grant.

Dr. Quirk-Bailey stated that, if the College pursues this grant, there will be additional grant writers needed and a major collaboration with community organizations. If awarded to ICC, the grant would pay for the additional staff needed to implement this grant.
The consensus of the Board is to move forward with this grant.

Cannabis Opportunity

Dr. Quirk-Bailey stated the other item she wanted to inform the Board about is on Cannabis sharing. Current law requires dispensaries to reinvest or contribute three percent of their revenues or $100,000 (whichever is less) into one of three different options. Trinity, who runs three dispensaries in this district, contacted ICC as they would like to give it to ICC for the purposes of a public communication program so the public can be informed of the uses of cannabis and impact on the body. They are currently training their dispensers through a program in Chicago. They would like ICC to take over this training program. It would result in over 200 people completing the program each year. Dr. Quirk-Bailey wanted to confirm that the Board is OK with this programming coming to ICC.

Dr. Ali noted that Trinity has three licenses, and each is required to invest these funds. Trinity would like to keep the money in central Illinois, so they wanted to give the money to ICC. There are also two dispensaries in East Peoria that may be interested in giving their funds to ICC as well.

Dr. Quirk-Bailey stated that ICC could develop a for-credit unit for the credit faculty such as Health Careers.

Discussion ensued. Trustee Davis would like to know more about what Trinity’s expectations would be of ICC in return. Trustee Mingus noted that this is still illegal on the federal level and asked Mr. Joseph, ICC Attorney, if there are any legal complications on taking this money. Mr. Joseph stated that it would need to be researched and provided discussion on that. ICC does have a policy of maintaining a drug-free campus, so that policy would need to be reviewed. Dr. Quirk-Bailey noted that any growing program would be on the grower’s property, not ICC’s campus.

The consensus of the Board is to move forward with this opportunity.

Adjournment

At 7:03 p.m., Chair Cannon entertained a motion to adjourn open session. Vice Chair Davis moved to adjourn open session. Trustee Thetford seconded the motion. Chair Cannon requested a voice vote and the following responded “Aye”: Paula Davis, Michael Everett, Dave Mingus, Gale Thetford, Carl Cannon, and Kelly Daniels. “Nay”: None. Absent: Student Trustee Courtney Privia and Diane Lamb. The motion passed unanimously.

The next meeting of the Illinois Central College Board of Trustees will be on February 25, 2021, in Founders Room 211 as well as virtually via Zoom.

P. Sue Bulitta
Secretary, Board of Trustees