At 5:03 p.m., Chair Davis called the regular meeting to order and asked 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, Dr. Bettsey Barhorst, and Gale Thetford were present. Attending remotely: Kelly Daniels. Absent: None. Late: Carl Cannon and Diane Lamb.

Remote Participation

Chair Davis noted that there is a request by Trustee Daniels to participate by electronic means due to family or other emergency pursuant to Section 7(a) of the Open Meetings Act. Chair Davis asked for a motion. Trustee Barhorst motioned for Trustee Daniels to participate by electronic means due to family or other emergency pursuant to Section 7(a) of the Open Meetings Act. Trustee Byrd seconded the motion. Chair Davis asked for a roll call vote and the following Trustees responded “Aye”: Paula Davis, Cindy Byrd, Raena Holloway, and Dr. Bettsey L. Barhorst. “Nay”: Gale Thetford. Absent: Carl Cannon and Diane Lamb. The motion passed.

Recognition:

Dr. Quirk-Bailey stated that the College was recently re-funded for the TRIO Talent Search Grant, so she wanted to take this opportunity to recognize the team who wrote the grant and run such a wonderful program. Dr. Quirk-Bailey introduced Dean Arnitria Shaw and Program Director Jolonda Young to provide an overview of this grant. Dean Shaw stated this grant runs for five years and this is the second time that ICC has applied for the grant. ICC received a perfect score on its application and the funds received translate into $277,000 annually totaling more than $1.3 million over the course of five years. This grant focuses on supporting students in the Peoria Public Schools, primarily Manual Academy and Peoria High School, to prepare for and make the transition to college while being successful in high school. Ms. Young provided an overview of the program objectives, noting the College is scored on these objectives annually and those scores determine if this program receives continued funding. They were joined by former student Steven Collins, who shared his experience in this program.

Chair Davis asked how many students in an average senior class participate in this program. Dean Shaw stated that the number has fluctuated from 102 to 140 students.

Trustee Lamb entered the meeting at 5:09 p.m.

Hearing of Citizens: None

Conflict of Interest: None
Consent Agenda

Chair Davis asked for a motion to approve the consent agenda. Trustee Thetford moved to approve the Consent Agenda including Minutes of the Open Session of the Regular Monthly Meeting on August 19, 2021, Minutes of the Closed Session of the Regular Monthly Meeting on August 19, 2021, the Personnel Report, and Monthly Bills for August 1 - 31, 2021. Trustee Byrd 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, and Kelly Daniels. “Nay”: None. Absent: Carl Cannon. The motion passed.

Dr. Quirk-Bailey stated that, based upon the approved personnel report, the new Vice President of Institutional Effectiveness & Innovation, Dr. Kari Schimmel, is the newest cabinet member and is in attendance at this Board meeting.

Minutes


Personnel Report

New Hires:

<table>
<thead>
<tr>
<th>Name</th>
<th>Effective Date</th>
<th>Position</th>
</tr>
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<tbody>
<tr>
<td>Mary Brown</td>
<td>09/07/2021</td>
<td>Events Coordinator</td>
</tr>
<tr>
<td>Tracey Giovani</td>
<td>09/07/2021</td>
<td>Student Success Advisor</td>
</tr>
<tr>
<td>Jennifer Lamb</td>
<td>09/07/2021</td>
<td>Student Success Advisor</td>
</tr>
<tr>
<td>Jacob Malik</td>
<td>09/07/2021</td>
<td>Technology Service Desk Technician</td>
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<tr>
<td>Donald Russell</td>
<td>09/07/2021</td>
<td>General Operations Attendant</td>
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<tr>
<td>Nicholas McMillion</td>
<td>09/13/2021</td>
<td>Communications Coordinator</td>
</tr>
<tr>
<td>Melanie Fata</td>
<td>10/18/2021</td>
<td>Chief Human Resources Officer</td>
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Change of Status:

<table>
<thead>
<tr>
<th>Name</th>
<th>Effective Date</th>
<th>From</th>
<th>To</th>
</tr>
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<tbody>
<tr>
<td>Janis Hamas</td>
<td>08/01/2021</td>
<td>Adjunct Faculty</td>
<td>Temporary Full-time Faculty</td>
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<tr>
<td>Brockelle Noel</td>
<td>08/09/2021</td>
<td>Part-time Child Development Specialist</td>
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<tr>
<td>Kimberly Spellious</td>
<td>08/09/2021</td>
<td>Part-time Child Development Specialist</td>
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<tr>
<td>Crystal West</td>
<td>08/16/2021</td>
<td>Interim College Registrar</td>
<td>College Registrar</td>
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<td>Scott Musselman</td>
<td>08/22/2021</td>
<td>Part-time Housekeeper</td>
<td>Full-time Housekeeper</td>
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<tr>
<td>Kari Schimmel</td>
<td>10/01/2021</td>
<td>Dean of Arts &amp; Behavioral Sciences</td>
<td>Associate Vice President of Institutional Effectiveness</td>
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Separations:

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<tr>
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<tbody>
<tr>
<td>LaMar Anderson</td>
<td>Trio Talent Search Success Coach</td>
<td>08/06/2021</td>
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<tr>
<td>Kristin Evans</td>
<td>Interim Human Resources Manager</td>
<td>08/13/2021</td>
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<tr>
<td>Tia Van Hester</td>
<td>International Education Program Director</td>
<td>08/25/2021</td>
</tr>
<tr>
<td>Terri Ingles</td>
<td>Access Services Coordinator</td>
<td>09/03/2021</td>
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Purchase Report

<table>
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<tr>
<td>Academic</td>
<td>CISCO SERVER UPGRADE</td>
<td>Converge One</td>
<td>$27,910.88</td>
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**Board of Trustees Chair Report**

**Announcement:** None

**ICCTA Report:** Trustee Lamb shared that the ICCTA has added a virtual component to their meetings which allows people to join the roundtable and learn from other Trustees.

**Legislative Committee Report:**

Trustee Thetford stated that on Friday, September 10th, 2021, the House Education and Labor Committee approved their reconciliation proposal. This measure comprises the committee’s portion of the Build Back Better Act, a $3.5 trillion bill that Congressional Democrats are working to pass through the budget reconciliation process.

The Education and Labor Committee’s proposal contains $761 billion and includes the following provisions:

- Free community college tuition to eligible students through America’s College Promise
- $9 billion for retention and completion grants
- $2 billion for community college and industry partnerships grants
- $500 annual increase to the maximum Pell grant for Award Years 2022-2023 to 2029-2030
$3.6 billion for Adult Basic Education
$3 billion for Perkins CTE
$5 billion for Apprenticeships, Youth Apprenticeships, and Pre-Apprenticeships
Makes DACA recipients eligible for Title IV financial aid programs

We are following these proposals and will report back as this legislation is finalized.

On the State Level:
A much-debated energy bill received final approval by the General Assembly following Senate passage on September 13, 2021. The bill, SB 2408 (Sen. Harris, D-Dolton/Rep. Evans, D-Chicago) had previously passed the House on September 9. Governor Pritzker announced that he will sign the bill into law. We expect no other impactful action for the Illinois legislature until the fall session.

Student Trustee Report

Student Trustee Holloway stated that Student Life is motivated to provide students with resources and opportunities for a successful fall semester!

August 20:  During “Welcome Days,” students were able to relax while getting to know other students at the “Social Shindig” that Campus Housing sponsored.

August 25:  During the “Student Organization Showcase,” student leaders and advisors had tables set up to highlight their organizations and recruit new members. Students who met with each organization received a free lunch from Student Life.

August 27:  Students involved with SAFE (Student Association for the Environment) went on an adventurous hike on the East Peoria campus.

August 31:  The Executive Board of SGA (Student Government Association) met to discuss plans regarding how to involve students during the fall semester and prepare for senator elections.

September 14-15:  Organization advisors and student officers met to discuss updates and how to increase student involvement at the “Student Organization Meetings.”

PBL (Phi Beta Lambda), SKD (Sigma Kappa Delta), and the International Club recently held their first meetings of the semester.

Board Policy Manual Review Report

Trustee Thetford stated that the Board Policy review team met and reviewed the following articles. These will be presented at the October Board meeting for approval.

Article VII:  Campus Solicitation, Advertisements, Product or Sample Product Dissemination
Chair Davis asked if Article X: Use of College Facilities included equipment. Trustee Thetford feels that it is appropriate to include equipment in this policy. She asked Rick Joseph, ICC Attorney, if there were any other section this inclusion would impact. Mr. Joseph stated he will review and update the policy to include equipment.

President’s Report

Student Success Story:

Dr. Quirk-Bailey shared that a hands-on Ag internship turned into the start of Maddy’s career. In August 2019, Maddy began her educational journey at ICC with a goal to earn a two-year degree in Agricultural Science & Technology. At ICC, however, she earned much more.

Maddy graduated from ICC in May with not only her two-year degree but also certificates in Precision Agriculture and Agricultural Production. Most importantly, she graduated with a full-time employment offer from Evergreen FS, allowing her to immediately step into a role as an Agronomy Associate.

She shared, “My ICC program required me to participate in two, eight-week internships, which really gave me the opportunity to enhance my skills while being introduced to the agriculture network. I met many people within the industry and was exposed to many different experiences and resources, for which I am grateful.”

Her first internship took place during the Fall 2020 semester as she completed the *Early Bird Feed & Fertilizer Internship*. During the Spring 2021 semester, she completed the *Growmark Exploring Agriculture Internship* as a sales intern for Evergreen FS. During her time there, Evergreen FS praised her work and performance and recognized her as their “Intern of the Week.” Her success led them to extend her a full-time employment offer upon graduating.
ICC Assistant Professor of Agricultural and Industrial Technologies Blake Lehman said, “Maddy was active in class and the program early on. She exhibited leadership qualities and showed she was hard-working, outgoing, skilled, and personable. She continued to build on her skills, successfully taking knowledge from her early courses and using it to enhance curriculum in her capstone courses.”

“My ICC education gave me one-on-one, hands-on experience I would not have had at a larger university. Not only did I have the chance to know my peers better, but my professors were able to know each of us individually, too,” said Maddy. “I want to thank my instructor, Blake Lehman. He gave me the encouragement and confidence I needed while always using real-life applications in class. Without his connection and recommendation to Evergreen FS, I wouldn't be where I am today.”

Lehman said, “It makes the teaching profession worthwhile to see a student succeed in the workforce. Our local agriculture employers are in great need of motivated employees like Maddy, and the opportunities are endless for those who want to commit the time and energy to their education and internships.”

This is yet another great example of how ICC programs and internships allow students like Maddy to earn and obtain a broad range of knowledge, creating pathways to employment opportunities.

Report:

Dr. Quirk-Bailey provided several updates:

**ICC Agriculture, Diesel, and Horticulture Showcase**

Tomorrow, Friday, Sept. 17, we are hosting the ICC Agriculture, Diesel, and Horticulture Showcase on campus. Potential students will explore high-demand careers in the high-tech agriculture, diesel-powered equipment, and horticulture industries. The free event includes tours and live demonstrations showcasing the latest technology in agriculture, construction, and heavy-truck equipment, along with equipment displays from industry partners. (Including a helicopter flying in this year!) Expecting 250 participants.

**C2A3 conference** - Vice President Charles Swaim, Dean Dana King, Faculty Pete Fandel, and Faculty Blake Lehman will all be a part of the C2A3 Annual Conference held in Staples, Minnesota. This is the consortium where ICC received the first research grant as community colleges in agriculture. Part of the NCRS contract with the federal government is attendance of this conference, where we meet with the NCRS and walk through the annual plans.

**Prison Grant**

ICC will be receiving funding from the Department of Justice; Federal Bureau of Prisons to provide CDL training for 40 soon-to-be-released female inmates from the Pekin
prison. Funding could occur in subsequent years with the same training goal depending on the needs of the prison. Base award is $181,000.

**COVID-19 numbers:** Dr. Quirk-Bailey provided an update on the current COVID-19 data.

- 967 total users entered
- 642 vaccinated – 66%
- 7 partially vaccinated – about 1%
- 197 declined proof of vaccine – 20%
- 121 did not respond – 13%

**Allocation of Next Federal COVID-19 Student Funds**

Dr. Quirk-Bailey provided a follow-up report on how ICC plans to allocate the federal COVID-19 funds to students now that census numbers are in. Dr. Bill Hébert, Vice President of Student Success, provided an overview of the fund distribution to students. He noted that Student Trustee Holloway is now part of this team, as requested. He stated that almost $11 million has been given out to students to help support them.

He shared the amounts distributed in each round of funding:

- **HEERF I – CARES Act**  
  March 2020 - $1,852,317
- **HEERF II – CRRSA Act**  
  December 2020 - $1,852,317
- **HEERF III – ARP Act**  
  March 2021 - $7,276,196

He noted that in the first round of funding, the guidelines were extremely restrictive on who could receive funds:

- Department of Education guidance – Student must meet Title IV eligibility requirements to receive HEERF grants.
- DACA, undocumented, DREAMers, and international students were not eligible.
- Students enrolled exclusively in online classes on March 13, 2020, were not eligible.
- Funds had to be given directly to the students.
- Student grants were for expenses related to the disruption of campus operations due to coronavirus (including eligible expense under a student’s cost of attendance, such as food, housing, course materials, technology, health care, and childcare.)
- Blanket $600 award for eligible FAFSA students, could receive max $1,000 with completed needs survey. Assisted 2,742 students.

Dr. Hébert reviewed the guidelines for the second round of funding stating the restrictions had loosened somewhat on who could receive funding:
• Title IV eligibility requirements unclear - had to determine and prioritize need
• DACA, undocumented, DREAMers, and international students were not eligible.
• Students enrolled exclusively in online classes in Spring 2020 now eligible.
• Funds had to be given directly to the students.
• Allowed institutions to give students options to apply funds toward balance owed with expressed written or electronic consent.
• Student grants were for emergency costs related to coronavirus or any component of student’s cost of attendance, such as tuitions, food, housing, health care (including mental health care) and childcare.
• Sliding scale for FAFSA students with EFC less than cost of attendance. $575 to $800 max award. Assisted 2,554 students. 282 students gave electronic consent to apply $117,140 to balances.

Dr. Hébert noted that in the third round of the funding, most restrictions on who could receive funds were removed:

• Title IV eligibility no longer required but must prioritize need.
• DACA, undocumented, DREAMers, and international students now eligible.
• Students enrolled exclusively in online classes in Spring 2020 are eligible.
• Funds had to be given directly to the students.
• Allows institutions to give students options to apply funds toward balance owed with expressed written or electronic consent.
• Student grants were for emergency costs related to coronavirus or any component of student’s cost of attendance, such as tuitions, food, housing, health care (including mental health care) and childcare.
• Created matrix using EFC and enrolled credit hours for awarding. $250 to $1,000 max award. Assisted 2,997 students in Summer 2021. 442 students gave electronic consent to apply $169,006 to balances.

He stated that ICC gave the students the option to pay down any balance currently owed to ICC or receive the payment directly. Payments were based upon a sliding scale to determine the students award and he reviewed the distribution matrix used.

Trustee Thetford confirmed that ICC has distributed all fund in the first and second allocations. Dr. Hébert confirmed that all funds have been distributed in the first and second allocation and the third allocation is actively being distributed in stages.

Trustee Thetford referenced the fall disbursement going out to students and asked if the only students that didn’t receive allocation are those that had less than 9 credit hours. Dr. Hébert stated that is not the case and explained the allocation for students enrolled in less than 9 credit hours.

Trustee Byrd asked to have the category explained where students are awarded $800. Dr. Hébert provided further explanation.
Chair Davis asked if there should be a communication to students to let them know that the distribution amounts will not necessarily be the same amounts in spring. Dr. Quirk-Bailey stated that the Federal rules have continued to change with each distribution but the number of students will be less in the spring so there may not be as much fluctuation in the award amounts. The rules are applied to the census numbers, once they are available, and the distribution amounts are then determined. Dr. Hébert stated the students are not given advance notice on the amount of funding they will receive until all the award decisions are made.

Trustee Lamb stated she feels this is a fair distribution and appreciated this presentation.

Remote Participation

Trustee Cannon entered the meeting at 5:29 p.m.

Chair Davis noted that there is a request by Trustee Cannon to participate remotely. Chair Davis entertained a motion to allow Trustee Cannon to be able to participate by electronic means due to family or other emergency pursuant to Section 7(a) of the Open Meetings Act. Trustee Barhorst moved to approve Trustee Cannon be able to participate by electronic means due to family or other emergency pursuant to Section 7(a) of the Open Meetings Act. 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, Kelly Daniels, and Paula Davis. “Nay”: None. Absent: None. The motion passed.

Trustee Thetford stated that she does not agree with the characterization of the emergency situation with respect to Trustee Daniels. She has been advised that Trustee Cannon’s need for remote participation is due to an accident that occurred today for a member of his family so, on the basis of the information she has, she does approve of remote participation in this instance.

Trustee Cannon asked why dual credit students did not receive this aid. Dr. Hébert stated that is a situation that is being actively reviewed for spring. The team is following the rules set forth with the distribution of these federal funds. He noted that there are so many needy undergraduate students that the team wants to ensure they receive enough of these funds to make an impact for them. The next planning sessions will also include a focus on other populations and how to promote the availability of these funds.

Dr. Quirk-Bailey stated that the Dual Credit students pay only $50 a course so the financial impact is far less than an average student. Trustee Cannon stated that he was approached by a Dual Credit parent that stated they had to pay the full tuition amount for her student to enroll in the program. Dr. Quirk-Bailey shared that D2 program students have a different funding structure and Peoria pays for that. If it is a student from Washington or another district enrolled in the dual degree program, they are paying tuition. Trustee Cannon asked if they are eligible for financial assistance. Dr. Quirk-Bailey said they will look into that but asked for clarification as to if the student is in the dual credit program or dual degree
program. Trustee Cannon will get more information from the parent and follow up with Dr. Quirk-Bailey. Trustee Thetford suggested Trustee Cannon get the specific name of the students so the staff can look further into the matter. If they are paying full tuition, they should be included with the other students under the CARES Act funding.

Trustee Byrd asked if there would be a discussion on the institutional expenditures. She noted the $1 million that is being proposed for student debt forgiveness and asked how many students that would help. Mr. Ed Babcock, Controller, stated the team has just started reviewing that data and do not yet have the actual numbers, but they will get that additional detail for Trustee Byrd. They are doing further analysis to see what the remaining student debt is attributed to, such as student housing, failing grade point averages, etc.

Trustee Byrd asked if that is different than how the funds that were already applied to balances. Mr. Babcock stated that the relief of student debt is from institutional funds, and this is remaining debt at this time.

**Treasurer's Report**

Mr. Bruce Budde, Treasurer, shared that it is early in the fiscal year so there is not a lot of activity as far as trends and variances at this time.

There is a favorable cash flow early in the fiscal year. The significant increase in the fund balance is only temporary for the fiscal year.

Mr. Budde provided a review of the revenue variances, stating that the negative variance in tuition is driven by the lower-than-expected enrollment numbers. The negative variances in state funding and real estate taxes are due to a timing issue and will correct themselves. The variance in real estate taxes is due to collections being ahead of schedule and the state funding variance is due to the CTE payment that will not be received until later in the fiscal year.

Expenses are showing a favorable variance for salary and benefits, largely due to the timing of filling positions. On benefits, the health claim activity is still a positive variance, but it is early in the fiscal year.

Trustee Byrd asked if the contractual representation is similar to the reason Mr. Budde gave in July. Mr. Budde confirmed yes.

Mr. Budde shared that the audit process has begun. The audit is normally presented in October but there may a delay to November. No issues have been raised at this point. The Educational Foundation is going through the audit process as well. There are no concerns for either, but the auditors need time to pull everything together.

Trustee Lamb asked if the delay is normal. Mr. Budde reminded the Board that these delays also happened last year. The primary focus when looking at restricted funds includes the review of the CARES Act funding and HEERF dollars so there is more information to audit. Some of the guidance the auditors are receiving has also been delayed.
Trustee Thetford stated that getting the August Treasurer’s report at 3:05 p.m. today was not ideal as not everyone has an opportunity to review their email at that time. It is really hard to pull together questions to provide financial analysis in that short amount of time. It is asking a lot of the Trustees. To receive information as important as this on the day of the Board meeting is rough. Mr. Budde stated that this is consistent with the timing of the fiscal year and holiday. Being respectful of the accounting team, they needed to get through the accounting close. We want to be accurate, not fast.

Dr. Quirk-Bailey reminded the Board that usually the August treasurer’s report is walked into the Board meeting, just as the COVID-19 Act funding report on the student distribution could not be pulled together until the Census Day data was received.

Trustee Thetford asked what the amount is for the CTE grant that the state is behind on. Mr. Budde stated that is reflected in the detail and it is one payment in the amount of $218,000, which is not unusual.

Trustee Thetford asked what the difference is between the unfavorable tuition amount and what was budgeted, asking if it is $1.2 million less than what was budgeted? Mr. Budde stated yes, to this point, noting that there were some adjustments to the final budget, but it was actually further off from what was in the final budget.

Trustee Byrd noted an announcement by the Peoria Chamber that the Tazewell County EAV is being increased by three percent. Mr. Budde stated that he was aware of that and noted that it would not affect the College until next year.

Chair Davis called for a motion to approve the Treasurer’s report. Trustee Byrd moved to accept the Treasurer’s report as presented. Trustee Barhorst seconded the motion. Chair Davis called 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, Raena Holloway. “Nay”: None. Absent: None. The motion passed.

**Informational Items:**

**6.1 Continuing Education Online (Julie Howar)**

Trustee Thetford stated that there is a projected revenue stream in 2022 of $9,500 that has been significantly bumped up in 2024 to $37,000. She has a concern with for-profit partnerships. She did state she is also concerned these entities can utilize their access to individuals for non-credit courses and lure some of these individuals away to their curriculum, but she has been assured that they are not in the business of for-credit courses. Her biggest concern is moving forward at a point where there are faculty that have concerns about this partnership and have ongoing questions. From a timing standpoint, in looking at the trajectory of how long this has been discussed, she asked if this is something that has to be approved next month or is this something that could benefit from further discussion between staff and faculty.
Julie Howar, Dean of Corporate & Community Education, stated planning for this began 18 months ago and provided a review of this process over that time. She did state that this is controversial in other Colleges as well, but ICC made sure to be very forthright and spent time with faculty reviewing the program. Offering this type of programming was very urgent at the time this process began, as everyone was going remote due to the pandemic. However, we did spend the last 18 months walking through the steps, engaging faculty, and getting their input. Non-credit training is what is being provided through these vendors, not academic courses; it is non-credit professional development and training. This is not accredited by the Higher Learning Commission, so this programming has different rules than academic courses do; but we wanted to make sure that we were engaging faculty and not putting any programs in danger. While there is some crossover training, the process has been transparent as we have been doing that for years. This is just a different modality. She does understand the concerns but wants to add that the community colleges that have been consulted have been very happy with the partnerships, especially in customer service and course offerings. This offering is for the community, as ICC cannot provide everything.

Trustee Thetford stated that the material mentioned that 33 out of 42 community colleges are offering online training. She is curious as to which colleges are not doing this type of programming and why. Ms. Howar stated many of the colleges are either the smaller colleges in southern Illinois or city colleges. It may be that they already had online training available to them. ICC did not. When pivoting to online in the academic programs, the faculty were so busy that they could not be used as a resource and many did not have the IT skills needed to be able to offer classes online, which has been changing. This programming helps ICC fill those gaps to meet the needs of our community.

Trustee Lamb stated that she is affected by detail the Board received directly. She was glad that one of the vendors was removed. She found very good reviews for MindEdge and good reviews for ProTrain from the Better Business Bureau. This is important.

Trustee Byrd stated she sat in on the dialogue session. She had shared a list of questions with Dean Howar, who provided responses to Trustee Byrd. She has the same concerns Trustee Thetford expressed. While the goal is to offer only non-credit, she confirmed that they do offer for-credit classes but noted that ICC is not partnering with them in that way. She is wondering about the urgency of this programming. There will be a new Vice President over Workforce and CTE and she wonders if there is not a deeper conversation that could be had in both of those areas before making a decision. She had also asked about the revenue side of it, and Dean Howar responded that these are supplemental so are not expected to generate a significant amount of revenue but will help round out ICC’s course offerings. Trustee Byrd is looking at this from a risk return perspective. Is it worth the risk that they may market themselves to individuals, even though they say they won’t - even if customer service is coming back with high marks from other community colleges? This is still a strong concern she has. She asked Dean Howar to speak to what the College’s role will be in content assurances of what the individual’s experience will be like. Companies can say anything they want through great testimonials but are we giving up control since it is not something that has been directly arranged through CTE?
Dean Howar spoke to the urgency of this program, stating that the College has not been able to meet the community needs very well this past year. Some of the companies we work with mentioned that Heartland is using Ed2Go, and they would just take classes there. There were other opportunities where we tried to provide training for companies or individuals, but we just didn’t have the class or resources to be able to run online.

As far as the revenue, the companies were forthright in stating this is a growing process and revenues will increase over time. Revenue will also be dependent upon how ICC markets this programming. As far as the quality, other institutions in Illinois that are using MindEdge are thrilled with their quality, plus, they are accredited through the IECT. She feels the quality is truly there. One college out east stated they are even using it internally for their own employees, as this training is very interactive.

ProTrain also provides training for the military and is a high-quality program, as well. While maybe not quite as interactive as the self-paced training MindEdge offers, ProTrain also offers online, instructor-led options which would provide support for students that want to earn a certification. Both companies also offer mentoring or support for students, or they talk directly with a student to ensure they are placed in the correct level of training course. These things also speak to the quality of the programming. They also shared much of their data on the quality of instruction and how students rated their quality of programming.

Trustee Barhorst asked if these companies sell their products independently of a community college. Dean Howar stated that MindEdge assured her that, once they enter into a partnership, they will not recruit outside of that partnership. Dr. Barhorst asked how much the teachers are paid for these types of courses. Dean Howar stated that it is a range dependent upon if it is a community education course or an IT course, so it can range from what an adjunct instructor is paid to a bit less than that. Dr. Barhorst asked if she ever has difficulty in getting qualified teachers for these various programs. Dean Howar stated that it is very challenging in the IT areas and even in Business Legal and Information Systems. One of the things that this programming will help us do, especially in the IT areas, is it helps ICC be able to offer needed programming and especially industry certifications, which are very important in the field of IT. Dean Howar stated that ICC has offered some of this IT training in the past and will continue to do so. This programming is not replacing that training. This programming is for the person that cannot come to campus for whatever reason, and they need an option. This programming will fill that need. Dr. Barhorst stated that it is always better to partner with than to compete with.

Trustee Lamb asked logistically how does this work. Do students apply through ICC or do they directly apply to the company. Dean Howar stated that the programming has its own registration system. The courses would be marketed through the ICC website or the GoGuide. The student would follow the link to be able to sign up for these courses. There are registration options where they can register through the ICC website, or they can follow a link and register online through the company. There are pluses and minuses to both. If they register through ICC, they will get into the class. When registering through the link, the companies offer a variety of funding and payment plans, which is far more than what ICC can do.
Trustee Barhorst asked if Bradley uses any of this type of programming. Dean Howar confirmed they were using Ed2Go early on in the pandemic.

Chair Davis thanked Dean Howar for the presentation as it was very informative and complete. She feels a sense of urgency as a Trustee, especially in light of enrollment concerns. When she hears that people are going to Heartland for this type of training, it concerns her greatly. She does not want our community going elsewhere for services that this college has told the community we are going to provide, so she does have a sense of urgency. She respects the concerns faculty have, but the College is behind, has been behind, and continues to be behind in offering this type of programming. She referenced an article from Forbes that spoke about a proliferation of online degrees that are available and ICC employs people that have these online degrees. Indeed, there are faculty at ICC that have gotten online degrees from all over the country, and we do not share concerns about that. She has a significant sense of urgency in ICC addressing this issue. ICC owes it to the community as ICC made a commitment to the community and it has been difficult for the College to provide these services. We are not talking about for-credit courses, we are talking about certificate courses that are not competing with what ICC offers. She looks forward to the recommendation next month.

Dr. Quirk-Bailey stated that, when the College went online, there was a significant need to help support our employees in qualifications to teach online. Significant money was spent for online training from Microsoft and Quality Matters to get faculty qualified to teach online. Every company has had their own issues as they transitioned on how to do this. For more than a year, we have trained this community to go other places to fill those needs as ICC was not offering this type of programming. Therefore, she does feel this is a matter of urgency and, after 18 months of collaborating, there has not been 100 percent buy-in, nor does she believe that any community college has gotten 100 percent buy-in. She is concerned the College is in a very difficult position now because we have trained our community that, if you need things quickly, ICC is not the place to go. We have some catching up to do and the longer we wait, the steeper that climb is going to be, so she asks the Trustees to keep that in mind when deliberating the issue.

6.2 Year-End Grant Awards Summary (Dr. Quirk-Bailey)

Dr. Quirk-Bailey provided an overview of the grants received over the past year. The competitive grants totaled over $24 million and $2 million of that was non-COVID related. Two grants were not awarded, one of which is being revised and will be submitted within the month. For the manufacturing grant not awarded, they have found an EDA grant to re-apply to and are hopeful that there are other agencies that could also be brought into this process.

6.3 Changing Students’ Lives – ICC Educational Foundation (Stephanie Holmes)
Trustee Thetford asked if the requests for the non-restricted funds were greater during the pandemic than in the past. Ms. Stephanie Holmes, Executive Director of the Educational Foundation, responded yes, there were more inquiries that came in through the Foundation. Part of that was the leadership role the Foundation took with the CARES Act funding. The Foundation was filtering through the student surveys. Often times, requests could be redirected to other funding sources. While there was a larger volume of requests, the majority of these needs, if not able to be met by the Foundation, were able to be met through being redirected.

Trustee Thetford noted that the Foundation had to provide a higher level of support to student housing and asked how much that amount was. As the College was doing so well in terms of occupancy, she would like to see how much more funds had to be provided to student housing. Ms. Holmes said she could provide that but also has a report of how much of the guarantee the Foundation meets each year. Mr. Budde stated that the guarantee in place is for up to $4 million and that guarantee through this past fiscal year has been fully exhausted at this point. There will be no further funds coming from the Foundation as that guarantee has been fully exhausted. That was one of the underlying provisions of the agreement and the debt issue with the bond insurer. Once that was exhausted, the Foundation had no further obligations. Ms. Holmes stated that she can share this report as it is also provided for the Educational Foundation Board.

Trustee Thetford asked if there are still scholarships available for students at this point in the semester. Ms. Holmes stated that there are still scholarships available and provided an overview of the types of scholarships available. Trustee Thetford asked if there will still be scholarships available for the spring semester and Ms. Holmes confirmed. Trustee Thetford asked if that information can be found on the website and Ms. Holmes confirmed it can be found at icc.edu/admissions/scholarships/remaining-scholarships.

Trustee Lamb noted the Foundation is up to $32.4 million, which is the largest in the state. She understands they are holding back some of the manufacturing academy and sustainability center funding. She asked if that was the difference between the $29 million in restricted funds. Ms. Holmes stated that when they have major gift projects, they do bring those funds into the Foundation portfolio. They work with the Treasurer and Controller as to when is the appropriate time to call those funds when they are needed to pay towards the project and refund the College as they are paying on the project. This is sometimes done to their benefit as they see a better return on the investment in the Foundation portfolio that then helps them have additional unrestricted dollars to help in other means. For all of the annual accounts that are restricted, the interest earned is put into the unrestricted funds to be utilized for needs that arise at the College.

Trustee Byrd congratulated Ms. Holmes on how the Foundation has grown to be what is today, as it helps so many people.

6.4 Fall 2021 Enrollment Update (Bill Hébert & Kim Armstrong)
Chair Davis stated that she had called Ms. Armstrong, Vice President of Marketing & Institutional Advancement, as she wondered how ICC’s decline compares to the decline the public high schools are seeing in their enrollment. Ms. Armstrong is going to look into this. Many of ICC’s feeder schools have seen pretty significant declines. Ms. Armstrong stated that the age breakdown was not included in the slide presentation when she did the three-year comparison. In the academic areas, the biggest decline was in traditional gen eds, which are typical transfer courses. Of the decline at ICC between 2019 and 2021 of 1,400-1,500 students, 1,000 of those are traditional-aged students. The College population shows that 76% of students are 24 years or younger so fall into the traditional age according to the ICCB definition. Of that, three quarters of the decline is in that space.

Trustee Thetford stated that the decline in the traditional students was not what was anticipated but, in retrospect, the four-year institutions have been holding the line on tuition for a while, are offering far more in terms of scholarship money, and giving the students in-person learning. The four-year institutions have had decades of recruitment experience and have also been receiving a lot more funding. Community colleges are now having to come up the curve. In the breakdown of male to female students, she knows so many female students attending classes that also had children who were now home all day and needed to be cared for and taught. If the data could be further broken down, she would not be surprised to see if the female decline falls along those lines. The last thing these students had was time for their own studies.

Ms. Armstrong said that tuition at ICC is still three to four times less than a four-year institution, and ICC did hold tuition as well. She does agree that the financial aid offices of four-year institutions have steadily been more aggressive. They have had decades of strategic enrollment management and recruiting processes, which has not been the case for community colleges. While we have been collecting more data, we just do not have historical data to compare it to in order to be able to develop more targeted strategies.

One of the early data points that we will be able to see from the National Clearinghouse is data on anyone who applied to ICC that went to a four-year institution and took an ACT or SAT. We are still waiting on peer data and national data, but the predictor in May was that community colleges would take longer to recover than four-year institutions. Trustee Thetford stated that many of the four-year institutions did not even require SAT or ACT scores. Ms. Armstrong noted that four-year institutions are being much more aggressive than they have ever been in the past with process, tools, staffing, and decades of data to be able to support that.

Trustee Thetford asked if the for-profit MTI was continuing to provide in-person training during the time that ICC was not. Dr. Quirk-Bailey stated that the order from the Governor, when ICC shut down, applied to all institutions of higher ed - whether they were public, private, for profit, or non-profit.

Trustee Cannon stated that he had asked about the ZIP codes that feed into ICC districts a few years ago. He would like to again ask for the ZIP codes that feed into ICC and what the pre-pandemic population was of ICC students then compared to where we are now.
That will help us to understand where we lost students. Ms. Armstrong stated that she can provide that data. Dr. Quirk-Bailey stated that we may want to include more data than just credit because we also have WEI that serves hundreds of students. We may be serving some of those ZIP codes differently than we did three years ago.

Trustee Byrd, in reference to the for-profits and ICCTA article she read recently, stated that what bothers her is that for-profit schools had an 11 percent increase in enrollment compared to the previous year. Enrollment and retention are issues for public institutions.

Dr. Barhorst stated that they go about things differently than a public institution. She had past experience competing with two for-profit institutions. A good portion of their business model is in recruiting. A number of students had shared their bad experience at these schools. These types of institutions do not have the same rules or ethics that public institutions are bound to. The focus is to make money.

Dr. Quirk-Bailey noted that was a good data point the Trustee Byrd brought up. She noted that one thing the Board may want to consider is that there were several for-profit institutions that were in a much better positions than public institutions when everything had to go online, which could have helped in student recruitment.

Dr. Hébert noted that he has done a lot of research with students in multiple states and he feels there are other forces in play, as well. One is that many four-year institutions are now enrolling students that formerly would not have been admissible. There are also a lot of students that are electing to not enroll in college as they are trying to recoup lost finances. There is still the fear of the unknown. Another factor is that there are companies that are hiring people at pretty high pay levels and training students on the spot. They are doing a lot of marketing to recruit these student as workers.

**Action Items**

**7.1 Updates to the Bylaws of the Board of Trustees (Gale Thetford)**

Trustee Thetford moved that the Board of Trustees approve the following updates to the administrative policies of the Board of Trustees.

**Article V Personnel:**

- Section 13 - Tenure/Termination of Service of Employees Under Tenure/Article of Community College Act
- Section 14 - Dismissal of Non-Tenure Full-Time Faculty Member
- Section 15 - Discipline, Termination of Service of Full-Time Staff Not Under the Tenure Act
- Section 16 - Effective Date of Retirement
- Section 17 - Right to Privacy
- Section 18 - Staff Development
- Section 19 - Health and Safety
- Section 20 - Outside Activities
Trusted Lamb 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, and Diane Lamb. “Nay”: None. Absent: None. The motion passed.

**Unfinished Business:** None.

**New Business:**

**Closed Session**

At 7:15 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 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 Davis requested a roll call vote. 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.

Chair Davis asked Dr. Quirk-Bailey to request that Bruce Budde, Treasurer, and Dr. Charles Swaim, Executive Vice President of Academic Affairs, remain for closed session. All other guests and staff members were excused. A break was taken from 7:16 to 7:28 p.m.

Trustee Cannon departed the meeting after open session concluded.

(Closed Session)

**Adjournment** (Closed Session)

At 8:51 p.m., Chair Davis entertained a motion to adjourn the closed session and resume open session. Trustee Thetford moved to adjourn the closed session and resume open session. Trustee Lamb seconded the motion. Chair Davis asked for a roll call vote and the

**Adjournment** (Open Session)

At 8:52 p.m., Chair Davis entertained a motion to adjourn open session. Trustee Thetford moved to adjourn open session. Trustee Lamb 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, and Kelly Daniels. “Nay”: None. Absent: Carl Cannon. The motion passed unanimously.

The next meeting of the Illinois Central College Board of Trustees will be on October 21, 2021, in the Founders Room 211 on the East Peoria campus as well as virtually via Zoom.

P. Sue Bulitta, Secretary, Board of Trustees