

**REGULAR MEETING – BOARD OF TRUSTEES  
OFFICE OF SHAWNEE COMMUNITY COLLEGE  
RIVER ROOM, COLLEGE ROAD  
ULLIN, ILLINOIS  
APRIL 01, 2019**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on April 1, 2019. The meeting was called to order by Chairman Randall Rushing. The roll call was as follows:

**Present**

Ms. Cathy Belcher  
Mr. James Dumas  
Mr. Michael McMahan  
Mr. Don E. Patton  
Mr. Randall Rushing  
Ms. Maxine Russell  
Ms. Andrea Witthoft  
Ms. Cassandra Nelson, Student Trustee

**Others Present**

Peggy F. J. Bradford, J.D., Ed.D., President  
John Schneider, Attorney  
Countance Anderson, Ed.D., Vice President of Student Success and Services  
Kathleen Curphy, Ph.D., Vice President of Academic Affairs & Student Learning  
Brandy Woods, Director of Business Services  
Rob Betts, Director of Communications and Public Relations  
Carolyn Dumas, Administrative Assistant to the President  
Tina Waid, Administrative Assistant to the President

**RECOGNITION OF GUESTS AND PUBLIC COMMENT**

None.

**FORMAL PRESENTATION**

- Marie A. Giacomelli – Independent Higher Education Consultant advisor to Shawnee Community College working on the College's accreditation status

since April 2018. Here to clarify the next step in Shawnee’s accreditation journey which will be a “focused” visit occurring in November 2019 as a result of the October 2018 mid-cycle review by The Higher Learning Commission. The two core components evaluated as met with concerns are: (1) The institution demonstrates a commitment to educational achievement and improvement through ongoing assessment of student learning, and (2) The institution’s governance and administrative structures promote effective leadership and support collaborative processes that enable the institution to fulfill its mission.

A motion was made by Cathy Belcher and seconded by Cassandra Nelson to approve the consent agenda as follows:

- A. Minutes of regular meeting March 4, 2019
- B. Consideration of Treasurer’s Report
- C. Approval of Bills

Education Fund	\$734,169.89
Building Fund	\$309,648.34
Restricted Bldg. Fund	\$0.00
Bond & Interest Fund	\$0.00
Auxiliary Enterprises Fund	\$43,771.02
Restricted Purposes Fund (Grants)	\$86,111.12
Restricted Purposes - FWS	\$5,404.11
Restricted Purposes - PELL	\$2,385.00
Restricted Purposes - SEOG	\$0.00
Trust & Agency Fund	\$11,556.69
Audit Fund	\$0
Liab. Prot. Settlement Fund (TORT)	\$38,818.46
GRAND TOTAL	\$1,231,864.63

On roll call vote, the members voted as follows:

- Ms. Cathy Belcher - Yes
- Mr. James Dumas - Yes
- Mr. Michael McMahan - Yes
- Mr. Don Patton - Yes
- Mr. Randall Rushing - Yes
- Ms. Maxine Russell -Yes
- Ms. Andrea Witthoft - Yes
- Ms. Cassandra Nelson, (advisory vote) – Yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

### **FACULTY REPORT**

Dr. Ian Nicolaides submitted the Faculty's Report and distributed a handout to the Board.

### **STUDENT TRUSTEE REPORT**

Cassandra Nelson reported we had over 40 area employers participate in the Annual Career/Job Fair held at SCC. Great opportunity for students to explore employment/career opportunities available from area employers. The Career and Technical Education Day was held in March and 268 area students attended and learned about SCC at this event. Ms. Nelson would like to thank the Board of Trustees and Shawnee Community College for the opportunity to serve as the student trustee for the 2018-2019 school year. Mr. Steven Etter has been elected as the student trustee for the 2019-2020 school year.

### **COLLEGE FOUNDATION REPORT**

No report.

### **ILLINOIS COMMUNITY COLLEGE TRUSTEES ASSOCIATION REPORT**

Don Patton reported that the ICCB presented trends in community colleges and higher education on March 7, 2019. He gave the Board a handout which showed the backlog of unpaid bills in the state of Illinois; the fiscal year budget deficit and Gov. Pritzker's revenue proposals, etc.

**REPORTS** – Written reports were submitted by:

- Vice President of Academic Affairs & Student Learning, Dr. Kathleen Curphy
- Vice President of Student Success & Services, Dr. Countance Anderson
- Director of Business Services Brandy Woods
- Director of Communications/Public Relations Rob Betts

### **PRESIDENT'S REPORT**

President Bradford submitted an oral and a written report.

A motion was made by James Dumas and seconded by Andrea Witthoft to approve the opening of Regions Commercial Cards and closing the current Regions credit cards.

On roll call vote, the members voted as follows:

Ms. Cathy Belcher - Yes  
Mr. James Dumas - Yes  
Mr. Michael McMahan - Yes  
Mr. Don Patton - Yes  
Mr. Randall Rushing - Yes  
Ms. Maxine Russell -Yes  
Ms. Andrea Witthoft - Yes  
Ms. Cassandra Nelson, (advisory vote) – Yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Kathy Belcher and seconded by Don Patton to approve Brandy Woods, Director of Business Services, to assume expenditure authorization up to \$3,500 effective January 22, 2019.

On roll call vote, the members voted as follows:

Mr. Don E. Patton - yes  
Mr. Randall Rushing - yes  
Ms. Maxine Russell - yes  
Ms. Andrea Witthoft – yes  
Ms. Cassandra Nelson, (advisory vote) - yes  
Ms. Cathy Belcher – yes  
Mr. James Dumas – yes  
Mr. Michael McMahan - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Maxine Russell and seconded by Cassandra Nelson to approve the compensation salary position adjustment as presented in the compensation study to the minimum for those positions within the new salary structure, subject to the 3% SURS rule and to be effective April 1, 2019, totaling \$36,719.99 and it is not retroactive.

On roll call vote, the members voted as follows:

Mr. Michael McMahan - yes  
Mr. Don E. Patton - yes  
Mr. Randall Rushing - yes  
Ms. Maxine Russell - yes  
Ms. Andrea Witthoft - no  
Ms. Cassandra Nelson, (advisory vote) – yes  
Ms. Cathy Belcher – abstain  
Mr. James Dumas - no

Results: 4 yeas, 2 nays, 1 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Michael McMahan and seconded by Cassandra Nelson to approve the establishment of a Cheerleader team for home games effective fall semester 2019.

On roll call vote, the members voted as follows:

Mr. Randall Rushing - yes  
Ms. Maxine Russell - yes  
Ms. Andrea Witthoft - yes  
Ms. Cassandra Nelson, (advisory vote) - yes  
Ms. Cathy Belcher – yes  
Mr. James Dumas – yes  
Mr. Michael McMahan - yes

Mr. Don E. Patton - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Don Patton and seconded by Cathy Belcher to adjourn into executive session at 6:55 p.m. for the purpose of discussing:

1. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
  - A. Consideration of the Alteration and Compensation of Full-Time Staff
  - B. Ratification of Employment of Part-Time Faculty/Staff for Spring Semester 2019
2. Consideration of Non-Renewal, Resignation or Termination
  - A. Resignation of Full-Time Faculty
3. Consideration of Items that May Lead or Have Led to Litigation

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - yes  
Ms. Cassandra Nelson, (advisory vote) - yes  
Ms. Cathy Belcher - yes  
Mr. James Dumas - yes  
Mr. Michael McMahan - yes  
Mr. Don E. Patton - yes  
Mr. Randall Rushing – yes  
Ms. Maxine Russell - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Michael McMahan and seconded by Cathy Belcher to adjourn out of executive session at 8:00 p.m.

On roll call vote, the members voted as follows:

Ms. Cassandra Nelson, (advisory vote) – yes  
Ms. Cathy Belcher - yes  
Mr. James Dumas - yes  
Mr. Michael McMahan - yes  
Mr. Don E. Patton - yes  
Mr. Randall Rushing - yes  
Ms. Maxine Russell - yes  
Ms. Andrea Witthoft - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Don Patton and seconded by Cathy Belcher to approve the minutes of the executive session held on April 1, 2019.

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - yes  
Ms. Cassandra Nelson, (advisory vote) - yes  
Ms. Cathy Belcher - yes  
Mr. James Dumas - yes  
Mr. Michael McMahan - yes  
Mr. Don E. Patton - yes  
Mr. Randall Rushing – yes  
Ms. Maxine Russell - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Michael McMahan and seconded by Cathy Belcher to approve Brandy Woods, while completing her duties as Director of Business Services, and the duties of Vice President of Financial & Campus Operations, to be compensated with a \$2,536.00 per month stipend retroactive to January 22, 2019.

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - yes  
 Ms. Cassandra Nelson, (advisory vote) - yes  
 Ms. Cathy Belcher - yes  
 Mr. James Dumas - yes  
 Mr. Michael McMahan - yes  
 Mr. Don E. Patton - yes  
 Mr. Randall Rushing – yes  
 Ms. Maxine Russell - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Don Patton and seconded by Cassandra Nelson

to ratify the employment of part-time faculty/staff for spring semester 2019 as presented.

Name	Status	Credentials	Course/ *Location	Compensation
Betts, Teale	FT	BA – Business Administration Murray State University	Director of Vienna Center (PT)	\$6,000 per year
Harris, Wendy	FT	BS – Workforce Ed & Dev. Southern IL University Cosmetology Teacher License	COS220-70 (FA 2018)	12cr x \$90 x 1 student = \$1,080
Johnson-Adams, Dora	PT	BS – Business Administration Southeast Missouri State	Cairo Admin. Assistant	\$14.50/ hour
Korte, Rhea	PT	AA – Southeastern IL College Cosmetology Teacher License	Cosmetology Instructor	\$18/ hour
McBride, Ginger	FT	BA – Psychology Southern IL University	Adult Ed i-Pathways Vienna/ Main	\$22.50/ hour x 304 hrs = \$6,840
Piper, Melissa	PT	BA – History Murray State University	Adult Education	\$22.50/ hour

On roll call vote, the members voted as follows:

Mr. Randall Rushing - yes  
 Ms. Maxine Russell - yes  
 Ms. Andrea Witthoft - yes  
 Ms. Cassandra Nelson, (advisory vote) - yes  
 Ms. Cathy Belcher – yes  
 Mr. James Dumas – yes  
 Mr. Michael McMahan - yes



Mr. Don E. Patton - yes

Results: 7 yeas, 0 nays, 0 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by James Dumas and seconded by Andrea Witthoft to accept the resignation with intent to retire effective May 31, 2019, of Rhonda Dillow, Math/Science Division Chair & Instructor.

On roll call vote, the members voted as follows:

Mr. Don E. Patton - yes  
Mr. Randall Rushing - yes  
Ms. Maxine Russell - yes  
Ms. Andrea Witthoft – yes  
Ms. Cassandra Nelson, (advisory vote) - yes  
Ms. Cathy Belcher – yes  
Mr. James Dumas – yes  
Mr. Michael McMahan - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Don Patton and seconded by James Dumas to adjourn.

On roll call vote, the members voted as follows:

Mr. James Dumas – yes  
Mr. Don E. Patton - yes  
Mr. Randall Rushing - yes  
Ms. Maxine Russell - yes  
Ms. Andrea Witthoft – yes  
Ms. Cassandra Nelson, (advisory vote) - yes  
Ms. Cathy Belcher – yes  
Mr. Michael McMahan - yes

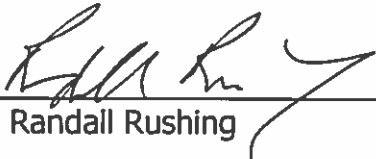
Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

Submitted By:

\_\_\_\_\_  
Ms. Maxine Russell, Secretary


\_\_\_\_\_  
Date May 6, 2019

ATTEST:

  
\_\_\_\_\_  
Mr. Randall Rushing

\_\_\_\_\_  
Mr. James Dumas

  
\_\_\_\_\_  
Mr. Michael McMahan

  
\_\_\_\_\_  
Cathy Belcher

  
\_\_\_\_\_  
Mr. Don E. Patton

  
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Ms. Andrea Witthoft