

**REGULAR MEETING
OFFICE OF SHAWNEE COMMUNITY COLLEGE
RIVER ROOM
8364 SHAWNEE COLLEGE ROAD - ULLIN, ILLINOIS
July 2, 2018**

A regular meeting of the Board of Shawnee Community College District No. 531 was held on July 2, 2018. The meeting was called to order at 5:30 p.m. by Chairman Randall Rushing. The roll call was as follows:

Present

Ms. Cathy Belcher
Mr. James Dumas
Mr. Michael McMahan
Mr. Don Patton
Mr. Randall Rushing
Ms. Maxine Russell
Ms. Andrea Witthoft

Absent

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
Monique Menefee-Profitt, Dean of Workforce Innovation, Adult Basic & Continuing Education
Kristin Shelby, Ph.D., Dean of Academic Affairs & Student Learning
Kennadie Loyd, Administrative Assistant to the President

RECOGNITION OF GUESTS AND PUBLIC COMMENT

President Bradford introduced the student intern, Travis Washington, the recommended Nursing Instructor, Dr. Helen Daniels-Moncrief, and the new Vice Presidents, Dr. Countance Anderson and Dr. Kathleen Curphy. No public comment was made after these introductions.

A motion was made by Andrea Witthoft and seconded by James Dumas to approve the consent agenda as follows:

A. Minutes of regular meeting of June 4, 2018	
B. Consideration of Treasurer's Report	
C. Approval of Bills	
Education Fund	\$956,712.41
Building Fund	89,365.33
Restricted Bldg Fund	95,431.40
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	24,842.34
Restricted Purposes Fund (Grants)	108,003.05
Restricted Purposes Fund – FWS	6,231.25
Restricted Purposes – PELL	25,398.00
Restricted Purposes – SEOG	0.00
Trust and Agency Fund	12,924.87
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	36,472.82
GRAND TOTAL	1,355,381.47

On roll call vote, the members voted as follows:

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
Ms. Cassandra Nelson – absent (advisory vote)

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

A motion was made by James Dumas and seconded by Cathy Belcher to approve the ratification of travel reimbursements for all Board members and college employees whose reimbursement may exceed maximum allowable costs. Board member Don E. Patton travels to Springfield, IL June 1-2, 2018 for the ICCTA Awards Banquet and Annual Convention. The expenses for this trip totaled \$445.48.

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 1 abstention, 0 absent. The Chairman declared the motion carried.

A motion was made by Andrea Witthoft and seconded by James Dumas to approve the ratification of travel reimbursements for all Board Members and college employees whose reimbursement may exceed maximum allowable costs. Board member Maxine Russell traveled to Springfield, IL June 1, 2018 for the ICCTA Awards Banquet. The expenses for this trip totaled \$403.20.

On roll call vote, the members voted as follows:

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

Results: 6 yeas, 0 nays, 1 abstention, 0 absent. The Chairman declared the motion carried.

FACULTY REPORT

A written report was submitted by the faculty. A copy of the report is included in this document.

STUDENT TRUSTEE REPORT

No report.

FOUNDATION REPORT

Dr. Bradford reported that the Foundation had sent “Thank You” letters to those who helped and sponsored the Scholarship Gala.

ICCTA REPORT

Trustee Don Patton provided the ICCTA report: Trustee Patton reported on the upcoming ICCTA Annual Retreat.

VICE-PRESIDENT’S REPORT

Written reports were submitted and attached to the Board Agenda. Copies of those reports have been attached to this document.

PRESIDENT’S REPORT

An oral report from President Bradford was provided to the board. The written document has been attached to this document.

A motion was made by Don Patton and seconded by Cathy Belcher to approve the Prevailing Wage Act and the Resolution pertaining thereto and that the administration be authorized to publish this Resolution and maintain the Resolution and all related documents in the College file as required by statute (**Attachment #1**).

On roll call vote, the members voted as follows:

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) - absent
Ms. Cathy Belcher – yes
Mr. James Dumas - yes

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

A motion was made by James Dumas and seconded by Michael McMahan to approve the purchase orders as presented in **Attachment #2**.

On roll call vote, the members voted as follows:

Mr. Don Patton - yes
Mr. Randall Rushing - yes
Ms. Maxine Russell - yes
Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) - absent
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 Andrea Witthoft and seconded by James Dumas to approve the revision of Policy 4320 as presented in **Attachment #3**.

On roll call vote, the members voted as follows:

Mr. Don Patton - yes
Mr. Randall Rushing - yes
Ms. Maxine Russell – yes
Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) - absent
Ms. Cathy Belcher - absent
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 Andrea Witthoft and seconded by D. Patton to adjourn into executive session at 6:13 p.m. for the purpose of discussing:

1. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
 - A. Consideration of Employment of the Nursing Instructor
 - B. Ratification of Employment of Part-Time Faculty/Staff for Summer Semester 2018
 - C. Ratification of Employment of Part-Time Faculty/Staff for Spring Semester 2018
2. Consideration of Non-Renewal, Resignation or Termination
 - A. Consideration of Resignation of Full-Time Employee
 - B. Consideration of Non-Renewal of Part-Time Staff
3. Consideration of Approval of Contractual Agreement: Grant Writer Contract
4. Consideration of Items That May Lead or Have Led to Litigation
5. Addendum to Executive Session
 - A. Consideration of Employment of Metropolis Regional Education & Training Center Director
 - B. Consideration of Employment of Anna Extension Center Advisor

On roll call vote, the members voted as follows:

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

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

A motion was made by James Dumas and seconded by Michael McMahan to adjourn out of executive session at 7:40 p.m.

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) – absent
Ms. Cathy Belcher - yes
Mr. James Dumas - yes
Mr. Michael McMahan - yes
Mr. Don 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 James Dumas and seconded by Cathy Belcher to approve the minutes of the executive session held on July 2, 2018.

On roll call vote, the members voted as follows:

Ms. Cassandra Nelson, (advisory vote) - absent
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

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 Don Patton to approve the employment of **Helen Daniels-Monciref** for **Nursing Instructor** with a salary of **\$65,059** effective August 1, 2018

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) - absent

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 Andrea Witthoft to approve the employment the ratification of part-time faculty/staff for summer semester 2018 as presented.

Name	Status	Credentials	Course/*Location	Compensation
Abell Castlebery, Heather	PT Faculty	PhD Law MA Speech Com.	SPC-0111-67 GOV-0117-95N	\$600 x 3cr =\$1,800 \$600 x 3cr =\$1,800
Adams, Jane	PT Faculty	MS Curriculum Serv Safe Certif.	FOS-0121-30	\$600 x .5cr =\$300
Armstrong, Lori	FT Faculty	Masters – Zoology	BIO-0115-95N CHE-0113-70I	\$750 x 5.5cr =\$4,125 \$90 x 4cr x 1stu =\$360
Ballard, Melanie	PT Staff	51 undergrad credits	Head Volleyball Coach	\$15/ hour
Basler, JoElla	FT Faculty	Master of Ed. – Psychology	PSY-0218-96N PSY-0217-70I PSY-0218-95N	\$750 x 3cr =\$2,250 \$90 x 3cr x 2stu=\$540 \$750 x 3cr =\$2,250
Bilyeu-Cox, Evelyn	PT Faculty	2,000 hours in Massage Therapy/ Certificate	MTP 0130-50 MTP 0131-50	\$600 x 3.5cr =\$2,100 \$600 x 3.5cr =\$2,100
Black, David	FT Faculty	Master of – Mathematic BS Mathematics	MAT 210-95N MAT 210-95N MAT 043-90A/B/D MAT 122-90A MAT 110- 90A/B/C/D	\$750 x 3cr + \$100= \$2,350 \$750 x 1.5cr + \$100= \$1,225 \$750 x 5cr = \$3,750 \$750 x 3cr = \$2,250 \$750 x 4cr = \$3,000
Bradley, Craig	FT Faculty	MS Education – Instructional C & I, Tech/Multimedia Computer Apps BS– Advanced Technol. Studies 18 grad hrs Astron /Space Studies	AST-0111-96N AST-0111-95N COM-0111-95N COM-0111-67	\$750 x 3cr = \$2,250 \$750 x 4.5cr + 100 =\$3,475 \$750 x 4.5cr = \$3,375 \$750 x 4.5cr = \$3,375

Brown, Brenda	FT Faculty	Doctor of Chiropractor	HLT-0116-95N	\$750 x 3cr + \$100= \$2,350
Carmichael, Thomas	PT Faculty	MS Geology	GEO 0215-95Y	\$600 x 4.5cr =\$2,700
Carver, Justin	PT Faculty	Ed.S. Educ Leader MA Liberal Study	PHI-0215-95N	\$600 x 3cr =\$1,800
Chambers, Lynne	PT Faculty	J.D. Law MS Social Work	GOV-0117- 90A/B/C/D	\$600 x 3cr =\$1,800
Copeland, Vyta	PT Faculty	MS Rehab Couns	PSY-0211-30	\$600 x 3cr =\$1,800
Corbit, Rebecca	FT Faculty	Master of Science – Plant Biology	BIO-0111-95N BIO-0212-95N BIO-0111-95N	\$750 x 1.5cr =\$1,125 \$750 x 3cr + \$50 =\$2,300 \$750 x 3cr + \$50 =\$2,300
Cunningham, Kelly	PT Faculty	MA Education	ENG-0047-55 ENG-0048-55 (1.2 Developmental)	\$600 x 3cr =\$1,800 In conjunction
Name	Status	Credentials	Course/*Location	Compensation
Daniels-Moncrief, Helen	Temp Staff	Doctor of Nursing Practice	Interim Director of Nursing	\$7,000/ Mo
Dill, April	PT Faculty	MA Art	ART-0114-95N	\$600 x 3cr =\$1,800
Dillow, Rhonda	FT Faculty	MS – Mathematics BS – Mathematics	MAT-0041- 90A/B/C/D MAT-0116-95N MAT-0110-95N	\$750 x 3cr + \$100= \$2,350 \$750 x 4cr + \$50= \$3,050 \$750 x 4cr + \$50= \$3,050
DiStefano, Debra	PT Faculty	PhD Romance Lang MA Spanish	SPA-0111-95N	\$600 x 4cr =\$2,400
Edmonds, Katrice	PT Staff	BA – Mass Comm	ETS Tutor	\$15/ hour
Emmons, Nova	PT Faculty	MS – Workforce Education & Dev	ACC-0111-70	\$90 x 4cr x 1stu=\$360
Fontana, Sandy	FT Faculty	Master of Fine Arts – Creative Writing	ENG-0112-95N ENG-0111-95N	\$750 x 3cr + \$50= \$2,300 \$750 x 3cr + \$50= \$2,300
Frizzell, Timothy	FT Faculty	MS – Speech Communication	SPC-0210-95N SPC-0124-95N SPC-0111-95N	\$750 x 3cr + \$50= \$2,300 \$750 x 3cr + \$50= \$2,300

				\$750 x 3cr + \$50= \$2,300
Gilbert, Kenneth	PT Faculty	MA English	ENG-0112-65	\$600 x 3cr = \$1,800
Hines, Lorena	FT Faculty	MS Nursing	PN-0137-01 PN-0119-81 ADN-0201-01	\$750 x 2cr = \$1,500 \$57,030/9 = \$6,336.67 \$750 x .5cr = \$375
Hostert, Timothy	PT Faculty	MA Education – Serv Safe Certific.	FOS 0121-50	\$600 x .5cr = \$300
Johnson, Tracey	FT Staff	MS - Library & Inf	LRC-0112-95N	\$600 x 1cr = \$600
Jordan, Jennifer	PT Faculty	Surgical Tech Cert 2,000+ hours in Surgical Tech	STP-0124-85	\$600 x 3 cr = \$1,800
**Kessel, Ruth	PT Faculty	MS Home Economics – Serv Safe Certificate	FOS 0121-67	\$750 x .5cr = \$375
Lohstroh, Tracy	FT Faculty	MS - Nursing	PN-0116-80 PN-0119-80 PN-0101-01	\$77,467/9 = \$8,607.44 In Conjunction \$750 x .5cr = \$375.00
Malone, Sherrie	FT Faculty	Master of Ed. – Workforce Ed 18 graduate hours in Economics	ECO-0211-95N	\$750 x 3cr + \$50= \$2,300
McGoy, Jeff	PT Faculty	MA Speech Communication	SPC 0111-65 SPC 0111-30	\$600 x 3cr = \$1,800 \$600 x 3cr = \$1,800
McKeown, Jayson	PT Faculty	Registered Phlebotomy Technician Cert	PHB-0120-65	\$600 x 2cr = \$1,200
McNally, Michael	FT Faculty	MS – History MS – Curriculum & Instruction Historical Studies ABD (64 hours)	HIS-0108-95N	\$750 x 3cr + \$50= \$2,300
Name	Status	Credentials	Course/*Location	Compensation
Nichols, William	PT Faculty	MS Physiology	HLT 0111-50	\$600 x 2cr = \$1,200
Nicolaides, Ian	FT Faculty	Doctorate in Edu Sciences/Chiro	BIO-0210-01 BIO-0210-01 BIO-0115-01	\$750 x 1.5cr = \$1,125

		MS – Curriculum and Instruction BS- Biology	BIO-0115-01	\$750 x 3cr = \$2,250 \$750 x 1.5cr = \$1,125 \$750 x 4cr = \$3,000
Nodeen, Marsha	PT Faculty	Master of Music Education	MUS-0115-96N MUS 0130-95N MUS 0115-95N	\$600 x 3cr = \$1,800 \$600 x 3cr = \$1,800 \$600 x 3cr = \$1,800
Norris, Luke	PT Faculty	MA Sociology	SOC-0212-90A/B/C/D	\$600 x 3cr = \$1,800
Pearman, Allen	PT Faculty	MA English	ENG-0111-50 ENG-0112-50	\$600 x 3cr = \$1,800 \$600 x 3cr = \$1,800
Penrod, Debra	FT Faculty	MS - Nursing + 42 grad hours above	ADN-0201-01	\$750 x 3cr = \$375.00
Poat, Erica	PT Faculty	MS Psychology	PSY 0211-95N PSY 0211-96N	\$600 x 3cr = \$1,800 \$600 x 3cr = \$1,800
Podesva, James	PT Faculty	MA History	HIS-0214-90A/B/D	\$600 x 3cr = \$1,800
Reuter, Kenneth	PT Faculty	MS Guidance and Counseling – 18 graduate hours in Psychology	PSY 0211-55	\$600 x 3cr = \$1,800
Sauerbrunn, Kayla	FT Faculty	MS – Nursing	PN-0119-82 PN-0101-01	\$52,256/9 = \$5,806.22 \$750 x .5cr = \$375.00
Schaumburg, Paul	PT Faculty	MS Organizational & Mass Comm. 18 hrs-Communication Journalism, & Mass Communication	SPC 0111-55	\$600 x 3cr = \$1,800
Sheffer, Susan	PT Faculty	MA Education – 18 grad hrs - PSY	ENG 0048-67 (1.2 Developmental)	\$600 x 3cr = \$1,800
Smith, W. Ruth	FT Faculty	Master –Educational Policy Studies, IL State Board of Educ License	EDU-0213-70	\$90 x 3cr = \$270.00
Smith-Fulia, Jesse	FT Faculty	MSW-Social Work B.S. Social Work	SEM-0101-95N	\$750 x 1.5cr + \$50 = \$1,175

Sparks, John	FT Staff	MS-Sports Mgmt.	PE-0190-01	\$600 x 3cr = \$1,800
Stacy, Ramona	PT Faculty	MS Rehabilitation Admin and Service – Special Educat. BS Rehab Services 24 graduate hours in Special Education	ENG 0047-70 ENG 0048-30 (1.2 Developmental)	\$90 x 3cr x 1stu= \$270 \$600 x 3cr = \$1,800
Stark, Karen	PT Faculty	MS – Maternal & Child Nursing BS - Nursing	CNA-0120-67 CNA-0120-67	\$600 x 5cr = \$3,000 \$600 x 1.5cr = \$900
Name	Status	Credentials	Course/*Location	Compensation
Terbrak, Darlene	PT Faculty	MS Psychology	PSY 0211-65	\$600 x 3cr = \$1,800
Thompson, Chevis	PT Staff	MS-Sports Mgmt.	Head PT Women's Basketball Coach	\$15/ hour
Thornsberry, Ryan	FT Faculty	PhD. – English	ENG-0112-01	\$750 x 3cr = \$2,250
VanAlstine, Lee	FT Faculty	Master of Music	MUS-0130-67 MUS-117Q-67 MUS-117L-67	\$750 x 3cr = \$2,250 \$90.00 x 1cr x 1stu = \$90 \$90.00 x 1cr x 1stu = \$90
Vellella, Chris	FT Faculty	MS– Math BS – Civil Engineering	MAT-0211-01	\$750 x 5cr = \$3,750
Walton, James	FT Staff	Masters - C&I; BS–Info. Sys. Tech	SEM-0101-30	\$600 x 3cr = \$1,800
Weldon, Daryl	PT Staff	Assoc. of Arts	PT Fitness Center Asst.	\$8.50/ hour
Whitaker, Tia	PT Staff	AA & AS	Library Assistant	\$8.50/ hour
**Windings, John	Retired Faculty	Master of Music	MUS-0115-55	\$750 x 3 = \$2,250
Woolridge, Robert	FT Faculty	MA – English + Grad hrs English ABD	ENG-0111-67 LIT-0210-95N	\$750 x 3 = \$2,250 \$750 x 3cr + \$50= \$2,300
Zellars, Portia	PT Faculty	MS - Special Educ	MAT-0043-30 MAT-0041-70 (1.2 Developmental)	\$600 x 5cr = \$3,000 \$90 x 3cr x 1stu=\$270

On roll call vote, the members voted as follows:

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

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 Andrea Witthoft to approve the ratification for spring semester 2018/termination of the Women's Basketball Coach, Howard Dillard, effective February 27, 2018.

Name	Status	Course/*Location
Dillard, Howard	Part-Time Staff	Women's Basketball Coach

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) - absent

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

A motion was made by Andrea Witthoft and seconded by Don Patton to approve the resignation of Metropolis Regional Education & Training Center Secretary, Elizabeth McGuire, effective June 29, 2018.

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) - absent

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 Andrea Witthoft to approve the non-renewal of Head Baseball Coach, Brian Daly's contract set to naturally expire August 1, 2018.

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) – absent
Ms. Cathy Belcher - yes
Mr. James Dumas- yes
Mr. Michael McMahan - yes
Mr. Don 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 James Dumas to approve the Grant Writer contract as presented in **Attachment #4** with the suggested modifications.

On roll call vote, the members voted as follows:

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
Ms. Cathy Belcher - absent

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 the employment of **Jipaum Askew-Robinson** as **Metropolis Regional Education and Training Center Director** with a salary of \$66,500 effective July 3, 2018.

On roll call vote, the members voted as follows:

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) - absent
Ms. Cathy Belcher - 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 Don Patton to approve the reassignment of **Faye Joyner-Keene** as **Anna Extension Center Advisor** with a salary of **\$51,000** effective July 5, 2018.

On roll call vote, the members voted as follows:

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) - absent
Ms. Cathy Belcher - yes
Mr. James Dumas - 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:

Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson – absent (advisory vote)
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.

Submitted By:



Ms. Maxine Russell, Secretary

8/6/18

Date

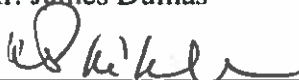
ATTEST:



Ms. Cathy Belcher



Mr. James Dumas



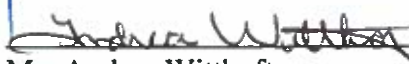
Mr. Michael McMahan



Mr. Randall Rushing



Mr. Don E. Patton



Ms. Andrea Witthoft

President's Report
Board of Trustees Report
July 2, 2018

Community Engagement

On June 11th, the College renewed the cooperative agreement that we have with Shawnee Alliance: The Social Service Division of Shawnee Health Service. This agreement allows the College to help serve senior citizens in our district. The College refers seniors in need of medical, financial, protective services, and bridge transitional care to individuals who may come through the college system.

On June 12th, the President attended the Cairo Ascend evening meeting to meet with Cairo students and community residents as an outreach effort to encourage high school graduates to continue their post-secondary education. One of the attendees has selected Shawnee as his college choice and will start in Fall 2018.

As one of 16 partners in the REACH initiative, we will participate as a partner with Cairo Community Health and Emergency Services to address the "food desert" issue in Cairo. It is an opportunity, if the grant is awarded, to provide a "real life" opportunity for the College to assist with internships to operate a grocery store and provide agriculture cooperative information and nutrition.

Academic Partnership

On June 12th the President had a phone call with Dr. Randy Wilson, Assistant Professor and Program Director for the Doctor of Education in P-20 and Community Leadership Program at Murray State University. Dr. Wilson wants to recruit Shawnee Community College staff and faculty for their doctoral cohort program. It is a monthly weekend residential program.

Through Missouri Baptist University, Shawnee Community College will be a Southern Illinois Regional Learning Center. Through this partnership, students can earn bachelors or master's degrees in various majors of study. This is an excellent opportunity for students who graduate from Shawnee Community College and want to further their education while remaining local. Additionally, this is an excellent opportunity for adult learners with classes being offered in 8-week increments. Students will be able to take these Missouri Baptist University courses through the Anna Extension Center.

60 by 2025

Since November 2017, the President has had ongoing meetings with District Superintendents, SIU Community College Liaison, and Illinois Board of Higher Education. As a result of those meetings, in May, the President was invited to apply for a planning grant. Dr. Kristin Shelby and the President finalized a grant proposal based on the meeting information, interest, and grant criteria to help with the educational attainment of Southern Illinois residents. Shawnee College will be the convener and partner with 60x2025 Education Network, Advance Illinois, Education Systems Center at Northern Illinois University (NIU), and the Illinois Student Assistance Commission. The Postsecondary Workforce Readiness Act requires at least two career pathway endorsements related to industry sectors in the area. The funds are to develop a plan and systems to support the pathway for high school students to experience at least one career opportunity or internship program. We are exploring the Disney World Internship program as an option. Shawnee Community College has been awarded a \$15,000 planning grant that will commence in June 2018.

Business Partnership

On June 13th, the President along with Deans Kristin Shelby and Monique Meneffee-Proffitt met with the President of the Paducah based Geosystems Corp., Nathan Cross, along with the Co-Owner, Jason Cross, in order to plan for three student internships in the fall 2018 in the following areas: Information Technology, Accounting and Advertising/Marketing (graphics). These are paid internships for the semester with a second-semester renewal for our students. Geosystems makes a unit that detects the blood sugar in our bodies and displays the information to accurately monitor blood sugar. Nathan Cross is a graduate of Shawnee Community College. We will partner with Geosystems in other areas to provide more internships and resources for our students.

Enrollment

The College will host a booth in conjunction with Marion Chamber of Commerce at the Southern Illinois Made Expo. Senator Dale Fowler's office is in charge of the event. This promotional event will allow hundreds of southern Illinoisans to learn about Shawnee Community College programs. The event is July 28-29 from 9 a.m.-3 p.m. in Marion, Illinois.

Campus Safety

On June 20th, the College had nearly 70 employees in attendance for the Active Shooter Training that was held in the L-Atrium. This is the second training that has taken place on campus. The first training session was in in the Fall of 2017. We will be hosting another training in the upcoming Fall semester for all students, faculty, and staff. Thank you to Trooper Miller for conducting the training and to Trustees Dumas and McMahan for their attendance. The session was videotaped and is available for review. Kudos to Chris Clark for scheduling this training for the College and for being our campus safety coordinator.

Foundation

The Foundation submitted "Thank You" letters to the business partners in the area and extended an invitation to Shawnee Alumni to give to the ongoing Scholarship fundraisers. The Scholarship Gala for 2019 is being planned and donors are being cultivated.

College Community News

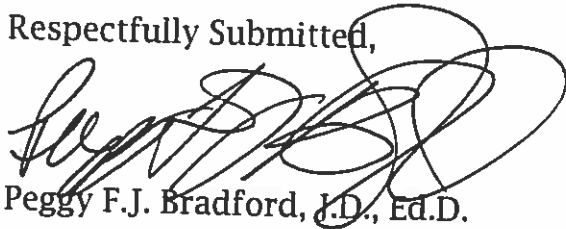
The College community extends our condolences to our Bursar, Ms. Renee Wright, who recently lost her mother on June 26th. We offer our thoughts and prayers to the family at this time.

Other Activities

The Licensed Practical Nurse (LPN) Pinning Ceremony will be held on July 19th from 6-7 p.m. at the College.

Lastly, we want to honor and recognize our veterans for ensuring our freedoms and American lifestyle.

Respectfully Submitted,



Peggy F.J. Bradford, J.D., Ed.D.

President

Academic Affairs & Student Learning
Board of Trustees Report
July 2, 2018

Anna Extension Center Report

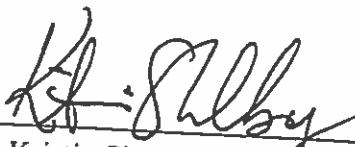
The summer semester at the Anna Center features 18 course offerings for students. During the month of June, the Anna Center has held several community events. A Driver Safety Course was held on Saturday, June 9th. June 11th - June 14th, the Anna Center held SCC Kids Government Camp, with students eager to learn about our local judicial system. Area high school students in need of credit recovery began classes through the alternative high school program on June 11th.

Cairo Extension Center Report

Summer classes are underway. The Cairo Center is offering nine (9) courses. The Cairo Jr/Sr High School administration provided extra classrooms to help serve the academic needs of students during the daytime hours, as well as in the evenings. A Food Service Sanitation (FOS 121) course was held on Saturday, June 9, from 9:00-5:00 pm, where six (6) students attended and received their certification in food service.

Metro Extension Center Report

As fall registration continues, the Metro Center is offering 21 courses for students this summer. The Center wrapped up the spring semester by providing students with a "bag of treats" to help alleviate the anxiety and stress of finals. On May 16th and 17th, Metro Center staff finalized high school student registration as local and district high schools prepared for summer closure. On May 24th, Metro Center staff viewed a presentation on the Strategic Enrollment Management and Recruitment Plan via ITV. The Metro Center Interim Director met with faculty member Mary Smith regarding the CNA program and attended the Massac County Extension meeting on May 24th. To promote the program, Massage Therapy students provided massages to the public on May 3rd and May 10th. Honeywell met at the Metro Center for their Rapid Response meeting on May 17th. The Metro Center is excited to welcome new adjunct faculty, William Nichols, who will teach Health (HLT 111).



Dr. Kristin Shelby, Dean of Academic Affairs & Student Learning

6/26/18
Date

**Division of Student Success and Services
Board of Trustees Report
July 2018**

RECRUITMENT

Enrollment Activities

The Accessibility Coordinator attended IEP (Individualized Education Plan) meetings at Meridian High School to facilitate the transition from high school to college for students who need accommodations. With the help of instructors the coordinator is currently developing a "Women in Work Boots" open house set for July 19, 2018 that will showcase the college's automotive, truck driving, welding, HVAC, and electricity programs for women of all ages.

Melanie Ballard from Pulaski County has been hired as the Volleyball coach. Currently, athletics has recruited the following for FY 2019:

SPORT	# STUDENTS SIGNED	IN-DISTRICT STUDENTS
Men's Basketball	11	4
Women's Basketball	8	4
Softball	18	5
Baseball	14	8
Volleyball	8	7

Summer 2018 Enrollment

June 21, 2018

Unduplicated Headcount = 586

Credit Hours = 3,042

June 21, 2017

Unduplicated Headcount = 958

Credit Hours = 2,914

+128 Credit Hours, .04%

RETENTION

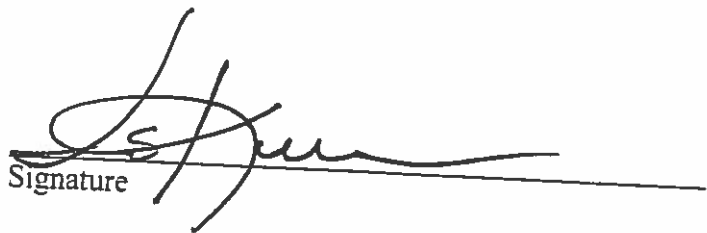
Financial Aid office has notified 147 students regarding SAP (Satisfactory Academic Progress) ineligibility status. Additionally, emailed notifications to 37 students regarding SAP warning status. Pell Status Day for summer 2018 was June 25th.

The Accessibility Coordinator wrote the FY19 Carl D. Perkins Grant narrative and GATA Grant Accountability and Transparency Act budget. The purpose of the Perkins grant is to provide the college with additional funds to decrease some

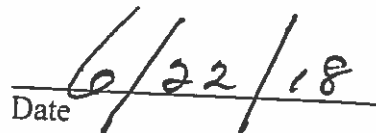
...non academic barriers for students in the Career Technical Programs. As a result, the college will be receiving \$109,409 to help aid career and technical education programs and their students.

The Student Support Center has received five (5) requests for tutoring and nine (9) retention alerts for the summer and has administered 195 exams for the month.

Signature

A handwritten signature in black ink, appearing to be "L. J. ...", written over a horizontal line.

Date

A handwritten date "6/22/18" in black ink, written over a horizontal line.

Board of Trustees Report

July 2, 2018

State Payment Update

The state has issued all payments due to Shawnee Community College for fiscal year 2018. The state has passed a budget for fiscal year 2019. The amount allocated for Shawnee Community College for fiscal year 2019 is \$4,371,660.

FY2019 Budget

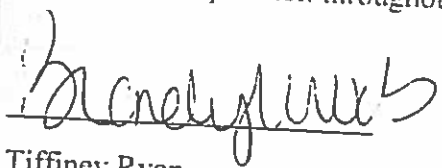
The FY2019 Budget work is still in process. A draft budget must be in the Colleague system before July 1 to insure normal operating functions continue. Once the budget is complete, the budget goes to the board for tentative approval and will be on display for thirty days. The following month is the public hearing on the budget and board approval on the final budget.

Information Technology Update

The core switches at main campus is grand central station for Shawnee College's network. This is the place that our Clearwave internet connection, fiber to other areas of the college, copper to network drops within 300 feet, and network connections to all the servers at main campus come together. It is also with these switches that VLAN's are created to separate the phone traffic from the computer. We replace 4 switches that were 5 years old and 4 others that were 7 years old. These switches are POE (power over Ethernet) so they provide the power for the phones and wireless access points. This also upgraded our backbone to 10 Gig. This will help eliminate any bottlenecks in this area of the network.

Facility Master Plan

The carpet replacement project is near completion. The back half of the bookstore and stair treads are all that remain to be finished. This project is running on budget and is expected to be completed by July 13. The original completion date was August 1, so they are running a few weeks ahead of schedule. This could not have been done without the cooperation of all the faculty and staff. Don Koch and his staff are sincerely grateful to all for their cooperation throughout this project.



Tiffiney Ryan

Vice President of Financial and Campus Operations

6/26/2018