

BOARD BOOK

March 7, 2022





REGULAR MEETING
BOARD OF TRUSTEES DISTRICT NO. 531
EDUCATION CENTER, ULLIN, IL
March 7, 2022
5:30 P.M.

As permitted by Governor Pritzker's Executive Orders 2020Ĝ 07, 2020Ĝ33, and, 2020Ĝ55 Shawnee Community College, Pulaski County, Illinois, will convene a remote, regular meeting on March 7, 2022 at 5:30 PM via teleconference. Citizens and staff may participate in the teleconference by using the following link: <https://shawneecc.edu.zoom.us/j/119290368?pwd=NHdkNE5PMmJoSjYONUlMWDl1UjNoOT09> or by dialing 1-312-626-6799, when prompted enter conference ID 119290368 and press # instead of a participant number. The meeting will include an opportunity for public comment. Any member of the public that would like to make a public comment, must submit their public comment via email to comments@shawneecc.edu by 2:00 p.m. on March 7, 2022. Public comments submitted via email will be announced during the public comment portion of the meeting.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Recognition of Guests and Public Comment**
New Employee Introduction: Orena Ball, Vicky Cornelissen, Brian Herre, & Kevin Hunsperger.
- V. Approval of Consent Agenda**
[Minutes of Regular February 7, 2022, Meeting](#)
[Treasurer's Report](#)
[Approval of Bills](#)

Education Fund	\$823,596.54
Building Fund	132,277.41
Restricted Bldg. Fund	21,292.15
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	73,148.84
Restricted Purposes Fund (Grants)	240,630.06
Restricted Purposes - FWS*	261.00
Restricted Purposes - PELL	10,112.00
Restricted Purposes - SEOG	
Trust & Agency Fund	9,570.65
Audit Fund	0.00
Liability. Protection Settlement Fund (TORT)	265,090.67
Grand Total	\$1,575,979.32

VI. Consideration of Addendum

Addendum: (\$20,000) Interfund Loan Education to Restricted Purpose Fund

VII. Reports

- A. **Student Report** - Vacant
- B. **Faculty** - Dr. Ian Nicolaides
- C. **President** - Dr. Tim Taylor
- D. **Senior Leadership**
 - i. **Academic Affairs** - Darci Cather
 - ii. **Administrative Services** - Chris Clark
 - iii. **Human Resources** - Emily Forthman
 - iv. **Institutional Effectiveness** - Dr. April Teske
 - v. **Public Information & Marketing** - Kevin Hunsperger
 - vi. **Saints Foundation** - Dr. Jeffrey Dufour
 - vii. **Student Affairs** - Dr. Lisa Price
- E. **Illinois Community College Trustees Association** - James Darden

VIII. Action and Discussion Items

- A. Consideration for Approval of **FY21 Audit** (Sent Separately)
- B. Board Tour of the Anatomy Lab & Engage with Anatomage
- C. Consideration for Approval (FINAL READ & ADOPTION) of **Bylaw B4001**.
- D. Consideration for Approval (FINAL READ & ADOPTION) of New **Board Policy Manual** (Sent Separately)
- E. Consideration for Approval to Assign Authority & Responsibility for the **Administration of the Full-Time Employee Policy Manual** to the President
- F. Consideration for Approval of **FY 23 Tuition & Universal Fee Rate** (3 pp)
- G. Consideration for Approval of **FY23 Course Fee Rates** (7 pp)
- H. Consideration for Approval of **Trust Agreement for CDB Project 810-086-016** (3 pp)
- I. Consideration for Approval of **Copier/Printer Lease Agreement** (6 pp)
- J. Consideration for Approval of **ICCTA Faculty of the Year Letter** (2 p)
- K. Preliminary Results of **Student Trustee Election**
- L. Presentation of Report on **Student Athlete Academic Performance** (3 pp)
- M. Presentation of Report on **Fall 2021 Graduates** (Attachment) (2 pp)
- N. Consideration for Approval of **Task Orders for Potential Ballfield Construction Projects and Update on Facility Improvements** (7 pp)
- O. Consideration for Approval to Schedule a **Finance Committee Meeting**

IX. Executive Session

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to **5 ILCS 120/2 (c)(1)**
 - i. Consideration for Approval of **Tenured Faculty Reemployment**
 - ii. Consideration for Approval of **Non-Tenured Faculty Reemployment** (1 p)
 - iii. Consideration for Approval to **Hire a Student Health Specialist**
 - iv. Consideration for Approval to **Hire a Facilities Maintenance Technician**
 - v. Consideration for Approval to **Ratify Part-Time Employees**
- B. Consideration of Approval for Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to **5 ILCS 120/2 (c)(1)**
- C. Consideration of Approval Consideration of Items That May Lead or Have Led to Litigation pursuant to **5 ILCS 120/2 (c) (11)**

X. Action and Discussion on Executive Session Action Items

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
 - i. Consideration for Approval of [Tenured Faculty Reemployment](#)
 - ii. Consideration for Approval of [Non-Tenured Faculty Reemployment](#) (p 1 p)
 - iii. Consideration for Approval to [Hire a Student Health Specialist](#)
 - iv. Consideration for Approval to [Hire a Facilities Maintenance Technician](#)
 - v. Consideration for Approval to [Ratify Part-Time Employees](#)
- B. Consideration of Approval for Non-Renewal, Resignation, or Termination of any staff or employee of the College
- C. Consideration of Approval Consideration of Items That May Lead or Have Led to Litigation

XI. Adjournment

REGULAR BOARD MEETING
SCC BOARD OF TRUSTEES DISTRICT NO. 531
SCC RIVER ROOM, SHAWNEE COLLEGE ROAD
ULLIN, ILLINOIS
February 7, 2022

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on February 7, 2022 in the River Room and via Zoom. The meeting was called to order at 5:34 p.m. by Chairperson Steve Heisner.

I. Call to Order**II. Pledge of Allegiance****III. Roll Call**

The roll call was as follows:

Present	Trustee	Present	Trustee
	Mr. James Darden	√	Ms. April Moore
√	Ms. Deborah Shelton-Yates	√	Mr. John Windings
√	Mr. Steve Heisner	√	Ms. Andrea Witthoft
√	Mr. Michael McMahan		Student Trustee (Advisory Vote)

Others Present:

Present	Others	Present	Others
	Dr. Tim Taylor, President	√	Darci Cather, Vice President of Academic Affairs
√	Dr. Lisa Price, Vice President of Student Affairs	√	Chris Clark, Vice President of Administrative Services
√	Dr. Greg Mason, Dean of Career & Technology	√	Dr. Kristin Shelby, Dean of Transfer & Adult Education
√	Amanda Hannan, Dean of Allied Health & Nursing	√	Jean Ellen Boyd
√	Dr. April Teske, Institutional Effectiveness		Public Information & Marketing VACANT
√	Dr. Jeffrey Dufour, Executive Director Foundation	√	John Schneider, Attorney
√	Dr. Ian Nicolaides, S.C.E.A., President	√	Dr. Ryan Thornsberry, Instructor of English
√	Tina Dudley, Executive Assistant, President & Foundation	√	Emily Forthman, Executive Director Human Resources

IV. Recognition of Guests and Public Comment

Chairperson Heisner acknowledged the receipt of Public Comment(s) which will be considered during Executive Session.

Dr. Cara Doerr was introduced as the new Director of Recruitment & Enrollment.

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V. Approval of Consent Agenda

MOTION NO. 1

A motion was made by John Windings and seconded by Deborah Shelton-Yates to **approve the consent agenda** as follows:

- A. Regular Meeting Minutes January 18, 2022
- B. Treasurer's Report
- C. Approval of Bills

Education Fund	\$804,583.04
Building Fund	70,668.74
Restricted Bldg. Fund	0.00
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	72,050.42
Restricted Purposes Fund (Grants)	251,781.94
Restricted Purposes - FWS*	1,273.03
Restricted Purposes - PELL	22,983.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	3,612.01
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	73,636.15
Grand Total	\$1,300,588.33

On roll call vote, the members voted as follows: S. Heisner, D. Shelton-Yates, M. McMahan, A. Moore, J. Windings and A. Witthoft all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

VI. Consideration of Addendum and Re-Investment(s)

MOTION NO. 2

A motion was made by April Moore and seconded by Andrea Witthoft to **approve Addendum: Education Fund to Restricted Purposes Fund to cover shortage of funds. \$40,000.00**
12.31.21

On roll call vote, the members voted as follows: J. Windings, A. Witthoft, S. Heisner, D. Shelton-Yates, M. McMahan and A. Moore all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

VII. Reports

Reports from Faculty, Senior Leadership and the Saints Foundation were presented previously. There was no discussion.

The report from Illinois Community College Trustees Association – James Darden was presented with additional information provided by Dr. Taylor. Dr. Taylor noted the higher education funding boost in Gov. Pritzker’s proposed state budget, drawing attention to the increase in MAP funding and other items of importance. Dr. Taylor emailed the information out to Board of Trustee members.

MOTION NO. 3

VIII. Item A - CONSIDERATION FOR APPROVAL OF THE COLLEGE CATALOG FOR FALL 2022-23

A motion was made by Deborah Shelton-Yates and seconded by Michael McMahan to recommend the Board adopt the College Catalog 2022-23 which would be effective for Fall 2022 Semester.

On roll call vote, the members voted as follows: M. McMahan, A. Moore, S. Heisner, J. Windings, A. Witthoft, and D. Shelton-Yates all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 4

VIII. Item C - CONSIDERATION FOR APPROVAL OF THE REVISED EXECUTIVE ORDER IMPLEMENTATION PROTOCOL

A motion was made by Michael McMahan and seconded by Andrea Witthoft to recommend the Board approve the revised Executive Order Implementation Protocol and authorize the President to implement the progressive interventions outlined for people who choose not to comply with the Governor’s Executive Order.

Discussion: As of the week of January 31, there were 5 students and 2 employees not in compliance. The 5 students have been counseled and are now in compliance.

On roll call vote, the members voted as follows: A. Witthoft, M. McMahan, D. Shelton-Yates, A. Moore, S. Heisner and J. Windings all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 5

VIII. Item D - CONSIDERATION FOR APPROVAL OF THE COLLECTIVE BARGAINING TEAM

A motion was made by Andrea Witthoft and seconded by Deborah Shelton-Yates to recommend the Board approve the Collective Bargaining Team as noted and authorize them to begin the collective bargaining process, which includes the selection of a trainer for the interest-based bargaining process.

On roll call vote, the members voted as follows: S. Heisner, A. Witthoft, A. Moore, M. McMahan and D. Shelton-Yates all voted Yea. J. Windings voted Nay. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 6

VIII. Item E - CONSIDERATION FOR APPROVAL OF THE GLOBAL TECHNOLOGIES SIMULATORS PURCHASE

A motion was made by Michael McMahan and seconded by John Windings to recommend the Board approve and authorize the purchase of the five GT Technologies CAE Juno simulators for a total of \$54,000.00

Discussion: The purchase falls under a technology purchase, therefore not requiring a bid process, however additional quotes were secured from other companies.

On roll call vote, the members voted as follows: A. Moore, J. Windings, D. Shelton-Yates, A. Witthoft, M. McMahan and S. Heisner all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 7

VIII. Item F - CONSIDERATION FOR APPROVAL OF THE GAUMARD SIMULATORS PURCHASE

A motion was made by Michael McMahan and seconded by John Windings to recommend the Board approve and authorize the purchase of the Gaumard Pediatric HAL and SUPER TORY neonatal simulators for a total of \$124,989.39.

Discussion: This purchase is from a sole source provider.

On roll call vote, the members voted as follows: A. Moore, J. Windings, D. Shelton-Yates, A. Witthoft, M. McMahan, and S. Heisner all voted Yay. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 8

VIII. Item G - CONSIDERATION FOR APPROVAL OF THE HILL-ROM BED SIMULATOR PURCHASE

A motion was made by April Moore and seconded by Michael McMahan to recommend the Board approve and authorize the purchase of the 8 Hill-ROM CareAssist Simulation Lab Starter Packages for a total of \$28,458.98

Discussion: This purchase is from a sole source provider.

On roll call vote, the members voted as follows: A. Moore, M. McMahan, D. Shelton-Yates, S. Heisner, A. Witthoft, and J. Windings all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 9

VIII. Item H - CONSIDERATION OF APPROVAL OF THE VACATION POLICY 6260 REVISION

A motion was made by Deborah Shelton-Yates and seconded by John Windings to recommend the Board approve the directed revision to policy 6260, as outlined.

Discussion: The number of affected “titles” include Executive Directors and Deans.

On roll call vote, the members voted as follows: J Windings, A. Witthoft, S. Heisner, D. Shelton-Yates, M. McMahan, A. Moore all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 10

VIII. Item I & J - POLICY GOVERNANCE TRAINING

A motion was made by _____ and seconded by _____

Discussion Only – No recommendation/No Motion Required – Previously Sent

MOTION NO. 11

IX. EXECUTIVE SESSION

A motion was made by Andrea Witthoft and seconded by John Windings to **adjourn and go into executive session** at 8:43 p.m.

On roll call vote, the members voted as follows: A. Moore, S. Heisner, M. McMahan, J. Windings, D. Shelton-Yates, and A. Witthoft all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 12

A motion was made by Andrea Witthoft and seconded by Michael McMahan to adjourn out of executive session at 9:51 p.m.

On roll call vote, the members voted as follows: A. Moore, J. Windings, D. Shelton-Yates, A. Witthoft, M. McMahan and S. Heisner all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 13

A motion was made by Andrea Witthoft and seconded by Deborah Shelton-Yates to approve the minutes of the executive session held on February 7, 2022.

On roll call vote, the members voted as follows: D. Shelton-Yates, S. Heisner, J. Windings, A. Moore, A. Witthoft, and M. McMahan all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 14

IX. Item A.i. - CONSIDERATION FOR APPROVAL TO HIRE AN IT STUDENT SUPPORT SPECIALIST

A motion was made by Deborah Shelton-Yates and seconded by Andrea Witthoft to recommend the Board approve the hire of Sabrina Black for the position of IT Student Support Specialist effective February 8, 2022.

On roll call vote, the members voted as follows: A. Witthoft, M. McMahan, D. Shelton-Yates, S. Heisner, A. Moore, and J. Windings all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 15

IX. Item A.ii. - CONSIDERATION FOR APPROVAL TO HIRE A DIRECTOR OF INFORMATION TECHNOLOGY

A motion was made by April Moore and seconded by Deborah Shelton-Yates to recommend the Board approve the hire of Dwayne Fehrenbacher for the position of Director of IT effective February 8, 2022.

On roll call vote, the members voted as follows: S. Heisner, A. Moore, J. Windings, A. Witthoft, M. McMahan, and D. Shelton-Yates all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 16

IX. Item A.iii. - CONSIDERATION FOR APPROVAL TO HIRE AN EXECUTIVE DIRECTOR OF PUBLIC INFORMATION & MARKETING

A motion was made by Michael McMahan and seconded by Steve Heisner to recommend the Board approve the hire of Kevin Hunsperger for the position of Executive Director of Public Information & Marketing effective February 8, 2022.

On roll call vote, the members voted as follows: A. Moore, M. McMahan, D. Shelton-Yates, S. Heisner, A. Witthoft all voted Yea. J. Windings voted Nay and J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 17

IX. Item A.iv. - CONSIDERATION FOR RATIFICATION OF PART-TIME HIRES

A motion was made by Deborah Shelton-Yates and seconded by Andrea Witthoft to recommend the Board ratify the Part-Time hires as listed.

On roll call vote, the members voted as follows: A. Moore, A. Witthoft, M. McMahan, J. Windings, D. Shelton-Yates, and S. Heisner all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 18

IX. Item A.v. - PRESIDENT EVALUATION UPDATE

Placed on Agenda for a Status Update of the President Evaluation Process

MOTION NO. 19

IX. Item B.i. - CONSIDERATION FOR APPROVAL TO ACCEPT FULL-TIME EMPLOYEE RESIGNATION

A motion was made by April Moore and seconded by Andrea Witthoft to recommend the Board approve the resignation of Full-Time Automotive Instructor Derek Pender effective February 25, 2022.

On roll call vote, the members voted as follows: S. Heisner, D. Shelton-Yates, A. Witthoft, M. McMahan, A. Moore and J. Windings all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 20

IX. Item B.ii. - CONSIDERATION FOR APPROVAL TO ACCEPT FULL-TIME EMPLOYEE DISCIPLINE

A motion was made by Michael McMahan and seconded by John Windings to recommend the Board approve the reinstatement of Full-Time Employee effective February 8, 2022. In addition, recommend the Board approve the personal development plan drafted by Vice President Cather for Full-time Employee. Finally, recommend that a letter of final warning be entered into Full-Time Employee's file that states any future occurrences will result in immediate termination.

On roll call vote, the members voted as follows: A. Witthoft, J. Windings, M. McMahan, D. Shelton-Yates all voted Yea. A. Moore and S. Heisner voted Nay. J. Darden was Absent. The Chairperson declared the motion carried.

MOTION NO. 24

XI. Adjournment

A motion was made by Andrea Witthoft and seconded by Deborah Shelton-Yates **to adjourn at 10:01 p.m.**

On roll call vote, the members voted as follows: J. Windings, D. Shelton-Yates, M. McMahan, A. Witthoft, S. Heisner, and A. Moore all voted Yea. J. Darden was Absent. The Chairperson declared the motion carried.

Shawnee Community College

Financial Report



Seven Months Ended

January 31, 2022

Shawnee Community College

Fund	1/1/2022 Beg. Balance	January Receipts/Adj.	January Expenditures/Adj.	1/31/2022 Ending Balance
Education	7,919,301.17	952,225.60	823,596.54	8,047,930.23
Building	3,025,253.92	168,086.77	132,277.41	3,061,063.28
Working Cash	5,030,507.30	148.12	0.00	5,030,655.42
Restricted Building	1,338,726.22	9,358.79	21,292.15	1,326,792.86
Bond & Interest	183,330.46	152,984.54	0.00	336,315.00
Auxiliary Enterprise	239,565.97	94,237.78	73,148.84	260,654.91
Liab. Prot. Settlement	1,910,648.20	74,429.53	265,090.67	1,719,987.06
Audit	50,671.85	2,937.58	0.00	53,609.43
Auxiliary Imprest	14,000.00	0.00	0.00	14,000.00
College Work Study	0.00	261.00	261.00	0.00
S.E.O.G	0.00	0.00	0.00	0.00
PELL	0.00	10,112.00	10,112.00	0.00
Special Grants	3,529.13	237,698.72	240,630.06	597.79
Trust & Agency	250,210.13	7,512.56	9,570.65	248,152.04
Total	19,965,744.35	1,709,992.99	1,575,979.32	20,099,758.02

Brandy Woods

Brandy Woods, Director of Business Services

February 20, 2022Date

Included in Education Ending Balance is the PPP Loan in the amount of \$1,548,297.90

SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
OPERATING FUNDS
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Operating Revenues by Source	Legal Budget As Adjusted 1/31/22	Year to Date Revenues 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Realized 1/31/22
Percent of Year Complete is 58.00%				
Local government:				
Current taxes	\$ 1,982,403	\$ 1,775,927	\$ 206,476	
Chargeback revenue	-	-	0	
TOTAL LOCAL GOVERNMENT	\$ 1,982,403	\$ 1,775,927	\$ 206,476	89.58%
State government:				
ICCB Credit Hour Grants	\$ 1,217,883	\$ 782,829	\$ 455,054	
ICCB Equalization Grants	2,711,080	1,581,483	1,129,617	
State Board of Education- Vocational Education	118,591	56,198	62,393	
Corporate Personal Property Replacement Tax	525,834	489,593	56,241	
TOTAL STATE GOVERNMENT	\$ 4,573,388	\$ 2,870,083	\$ 1,703,305	62.76%
Federal government:				
Federal Stimulus Funds-HEERF	\$ 900,000	\$ -	\$ 900,000	
TOTAL FEDERAL GOVERNMENT	\$ 900,000	\$ -	\$ 900,000	
Student Tuition and Fees:				
Tuition	\$ 4,397,887	\$ 3,509,102	\$ 888,585	
Fees	812,694	574,452	238,242	
TOTAL TUITION AND FEES	\$ 5,210,361	\$ 4,083,554	\$ 1,126,807	78.37%
Other sources:				
Sales and Service Fees	\$ 87,000	\$ 46,749	\$ 40,251	
Facilities revenue	45,000	27,457	17,543	
Investment revenue	32,500	1,783	30,737	
Other sources	440,600	66,228	374,374	
TOTAL OTHER SOURCES	\$ 605,100	\$ 142,195	\$ 462,905	23.50%
TRANSFERS	\$ 20,000	\$ -	\$ 20,000	
TOTAL 2021-22 BUDGETED REVENUE	\$ 13,291,252	\$ 8,871,759	\$ 4,419,493	66.75%
Less non-operating items*:				
Tuition chargeback revenue	\$ -	\$ -	\$ -	
ADJUSTED REVENUE	\$ 13,291,252	\$ 8,871,759	\$ 4,419,493	66.75%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS
FOR SEVEN MONTHS ENDED JANUARY 31, 2022**

Percent of Year Complete is 58.00%

<u>Expenditures By Program</u>	Legal Budget As Adjusted 1/31/22	Year to Date Expenditures 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
Instruction	\$ 4,961,238	\$ 2,504,642	\$ 2,456,596	
Academic Support	434,760	251,593	183,167	
Student Services	1,162,181	635,422	526,759	
Public Services	79,485	21,913	57,572	
Operation & Maint. of Plant	1,368,740	690,349	678,391	
Institutional Support	2,615,515	1,354,710	1,260,805	
Scholarship, Student Grants, & Waivers	2,201,786	1,394,218	807,568	
TRANSFERS	2,663,771	295,447	2,368,324	
Total 2021-22 Budgeted Expenditures	\$ 15,487,476	\$ 7,148,294	\$ 8,339,182	46.16%
ADJUSTED EXPENDITURES	\$ 15,487,476	\$ 7,148,294	\$ 8,339,182	
By Object				
Salaries	\$ 6,836,734	\$ 3,542,363	\$ 3,294,371	
Employee Benefits	781,490	372,419	409,071	
Contractual Services	1,239,256	789,394	449,862	
General Materials & Supplies	620,344	263,560	336,784	
Conference & Meeting Expense	146,435	20,505	125,930	
Fixed Charges	130,560	61,754	68,806	
Utilities	643,240	322,786	320,454	
Capital Outlay	83,500	26,480	57,020	
Other	2,342,146	1,433,586	908,560	
Provision for Contingency	-	-	-	
TRANSFERS	2,663,771	295,447	2,368,324	
Total 2021-22 Budgeted Expenditures	\$ 15,487,476	\$ 7,148,294	\$ 8,339,182	46.16%
ADJUSTED EXPENDITURES	\$ 15,487,476	\$ 7,148,294	\$ 8,339,182	

SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS BY FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Percent of Year Complete is 58.00%

EDUCATION FUND	Legal Budget As Adjusted 1/31/22	Year to Date Expenditures 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
INSTRUCTION				
Salaries	\$ 4,071,939	\$ 2,124,715	\$ 1,947,224	
Employee Benefits	426,794	193,026	233,768	
Contractual Services	165,005	63,041	101,964	
General Materials & Supplies	148,135	59,822	88,313	
Conference & Meeting Expense	28,795	5,607	23,188	
Fixed Charges	83,860	40,403	43,457	
Utilities	35,150	17,719	17,431	
Other	360	89	271	
Capital Outlay	1,200	220	980	
TOTAL	\$ 4,961,238	\$ 2,504,642	\$ 2,456,596	50.48%
ACADEMIC SUPPORT				
Salaries	\$ 311,488	\$ 179,058	\$ 132,430	
Employee Benefits	26,527	17,389	9,138	
Contractual Services	41,380	20,055	21,325	
General Materials & Supplies	53,365	34,095	19,270	
Conference & Meeting Expense	1,000	996	4	
Utilities	-	-	-	
Capital Outlay	1,000	-	1,000	
TOTAL	\$ 434,760	\$ 251,593	\$ 183,167	57.87%
STUDENT SERVICES				
Salaries	\$ 909,270	\$ 505,178	\$ 404,092	
Employee Benefits	136,492	76,967	59,525	
Contractual Services	37,950	28,080	9,870	
General Materials & Supplies	71,919	24,031	47,888	
Conference & Meeting Expense	5,550	1,166	4,384	
Utilities	-	-	-	
Other	-	-	-	
Capital Outlay	1,000	-	1,000	
TOTAL	\$ 1,162,181	\$ 635,422	\$ 526,759	54.67%
PUBLIC SERVICES/CONTINUING EDUCATION				
Salaries	\$ 52,279	\$ 16,106	\$ 36,173	
Employee Benefits	10,208	2,807	7,399	
Contractual Services	4,000	1,160	2,840	
General Materials & Supplies	10,500	1,787	8,713	
Conference & Meeting Expense	800	53	747	
Fixed Charges	1,700	-	1,700	
Utilities	-	-	-	
TOTAL	\$ 79,485	\$ 21,913	\$ 57,572	27.57%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATING FUNDS BY FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022**

Percent of Year Complete is 58.00%

	Legal Budget As Adjusted 1/31/22	Year to Date Expenditures 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
EDUCATION FUND				
INSTITUTIONAL SUPPORT				
Salaries	\$ 1,282,301	\$ 641,140	\$ 641,161	
Employee Benefits	154,953	73,303	81,650	
Contractual Services	527,548	429,921	97,625	
General Materials & Supplies	275,125	116,791	158,334	
Conference & Meeting Expense	110,290	12,684	97,606	
Fixed Charges	45,000	21,351	23,649	
Utilities	20,000	12,819	7,381	
Other	140,000	39,278	100,722	
Provision for Contingency	-	-	-	
Capital Outlay	60,300	7,623	52,677	
TOTAL	\$ 2,615,515	\$ 1,354,710	\$ 1,260,805	51.80%
SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS				
Other	\$ 2,201,786	\$ 1,394,218	\$ 807,568	
TOTAL	\$ 2,201,786	\$ 1,394,218	\$ 807,568	63.32%
TRANSFERS	2,384,790	295,447	2,089,343	12.39%
TOTAL EDUCATION FUND	\$ 13,839,755	\$ 6,457,945	\$ 7,381,810	46.66%
OPERATIONS and MAINTENANCE FUND				
OPERATION AND MAINTENANCE OF PLANT				
Salaries	\$ 209,457	\$ 76,165	\$ 133,292	
Employee Benefits	26,518	8,927	17,591	
Contractual Services	463,375	247,137	216,238	
General Materials & Supplies	61,300	47,035	14,265	
Conference & Meeting Expense	-	-	-	
Fixed Charges	-	-	-	
Utilities	588,090	292,448	295,642	
Provision for Contingency	-	-	-	
Capital Outlay	20,000	18,637	1,363	
Other	-	-	-	
TOTAL	1,368,740	690,349	678,391	
TRANSFERS	278,981	-	278,981	
TOTAL OPERATIONS and MAINTENANCE FUND	\$ 1,647,721	\$ 690,349	\$ 1,356,782	41.90%
TOTAL OPERATING FUNDS	\$ 15,487,476	\$ 7,148,294	\$ 8,738,592	46.16%

SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
OPERATION AND MAINTENANCE FUND-RESTRICTED
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Percent of Year Complete is 58.00%

	Legal Budget 1/31/22	Year to Date Revenues 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Realized 1/31/22
Operations and Maintenance Fund-Restricted				
Local Governmental Sources:				
Current Taxes	\$ 250,000	\$ 225,834	\$ 24,166	
TOTAL LOCAL GOVERNMENT SOURCES	\$ 250,000	\$ 225,834	\$ 24,166	90.33%
Other Sources				
Investment Revenue	\$ -	\$ -	\$ -	
TOTAL OTHER SOURCES	\$ -	\$ -	\$ -	
TOTAL BUDGETED REVENUES	\$ 250,000	\$ 225,834	\$ 24,166	90.33%

SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
OPERATION AND MAINTENANCE FUND-RESTRICTED
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Percent of Year Complete is 58.00%

	Legal Budget As Adjusted 1/31/22	Year to Date Expenditures 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
Operations and Maintenance Fund-Restricted				
INSTITUTIONAL SUPPORT				
Capital Outlay	\$ 1,286,250	\$ 34,166	\$ 1,252,084	
Contractual Services	116,000	-	116,000	
TOTAL INSTITUTIONAL SUPPORT	\$ 1,402,250	\$ 34,166	\$ 1,368,084	2.44%
TOTAL BUDGETED EXPENDITURES	\$ 1,402,250	\$ 34,166	\$ 1,368,084	2.44%

SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
BOND AND INTEREST FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Percent of Year Complete is 58.00%

<u>Bond and Interest Fund</u>	Legal Budget As Adjusted 1/31/22	Year to Date Revenues 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Realized 1/31/22
Local Government Sources:				
Current Taxes	\$ 1,720,500	\$ 1,554,068	\$ 166,432	
TOTAL BUDGETED REVENUES	\$ 1,720,500	\$ 1,554,068	\$ 166,432	90.33%

SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
BOND AND INTEREST FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Percent of Year Complete is 58.00%

<u>Bond and Interest Fund</u>	Legal Budget As Adjusted 1/31/22	Year to Date Expenditures 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
INSTITUTIONAL SUPPORT				
Bond Principal Retired	\$ 1,625,000	\$ 1,625,000	\$ -	
Bond Interest	95,500	64,000	\$ 31,500	
TOTAL BUDGETED EXPENDITURES	\$ 1,720,500	\$ 1,689,000	\$ 31,500	98.17%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
AUXILIARY ENTERPRISES FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022**

Percent of Year Complete is 58.00%

Auxiliary Enterprises Fund	Legal Budget As Adjusted 1/31/22	Year to Date Revenues 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Realized 1/31/22
Other Sources:				
Sales and Service Fees	\$ 438,800	\$ 308,582	\$ 130,218	
TOTAL OTHER SOURCES	\$ 438,800	\$ 308,582	\$ 130,218	
TRANSFERS	712,790	295,447	417,343	
TOTAL BUDGETED REVENUE	\$ 1,151,590	\$ 604,029	\$ 547,561	52.45%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
AUXILIARY ENTERPRISES FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022**

Percent of Year Complete is 58.00%

Auxiliary Enterprises Fund	Legal Budget As Adjusted 1/31/22	Year to Date Expenditures 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
INDEPENDENT OPERATIONS				
Salaries	\$ 218,284	\$ 122,836	\$ 95,448	
Employee Benefits	27,225	13,885	13,340	
Contractual Services	71,725	32,294	39,431	
General Materials & Supplies	422,443	317,715	104,728	
Conference & Meeting Expense	42,385	18,997	23,388	
Fixed Charges	25,000	9,695	15,305	
Utilities	-	-	-	
Capital Outlay	32,000	1,769	30,231	
Provision for Contingency	-	-	-	
Other	443,159	194,244	248,915	
TRANSFERS	-	-	-	
TOTAL BUDGETED EXPENDITURES	\$ 1,282,221	\$ 711,435	\$ 570,786	55.48%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
RESTRICTED PURPOSES FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022**

Percent of Year Complete is 58.00%

Restricted Purposes Fund	Legal Budget As Adjusted 1/31/22	Year to Date Revenues 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Realized 1/31/22
State governmental sources:				
ICCB Work force Preparation Grant	\$ -	\$ -	\$ -	
ICCB P-16 Initiative Grant	-	-	-	
ICCB Adult Education	236,270	125,442	110,828	
ICCB Career and Technical Education	465,411	183,949	281,462	
ICCB Innovation Grant	-	-	-	
ICCB College & Career Readiness	-	-	-	
ICCB Dual Credit Enhancement	-	-	-	
DCEO -Dept. of Commerce and Economic Opportunity	105,000	99,669	5,331	
Department of Corrections	-	-	-	
Other Illinois Governmental Sources	-	(18,821)	18,821	
TOTAL STATE GOVERNMENT	\$ 806,681	\$ 390,239	\$ 416,442	48.38%
Federal governmental sources:				
Department of Education	\$ 7,944,546	\$ 3,745,451	\$ 4,199,095	
Department of Health and Human Services	15,000	-	15,000	
Other Federal Government Sources	216,044	41,629	174,415	
TOTAL FEDERAL GOVERNMENT	\$ 8,175,590	\$ 3,787,080	\$ 4,388,510	46.32%
Other Sources:				
Nongovernmental Grants	\$ -	\$ -	\$ -	
TOTAL BUDGETED REVENUES	\$ 8,982,271	\$ 4,177,319	\$ 4,804,952	46.51%

SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
RESTRICTED PURPOSES FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Percent of Year Complete is 58.00%

Restricted Purposes Fund	Legal Budget As Adjusted 1/31/22	Year to Date Expenditures 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
STUDENT SERVICES				
Salaries	\$ 204,836	\$ 125,678	\$ 79,158	
Employee Benefits	63,580	34,077	29,503	
Contractual Services	6,569	4,292	2,277	
General Materials & Supplies	8,995	8,098	897	
Conference & Meeting Expense	7,874	1,163	6,711	
Capital Outlay	-	-	-	
Other	47,118	26,049	21,069	
TOTAL STUDENT SERVICES	\$ 338,972	\$ 199,357	\$ 139,615	58.81%
INSTITUTIONAL SUPPORT				
Salaries	\$ 607,828	\$ 451,907	\$ 155,921	
Employee Benefits	123,411	77,060	46,351	
Contractual Services	288,042	330,500	(42,458)	
General Materials & Supplies	157,411	99,894	57,517	
Conference & Meeting Expense	35,218	14,791	20,427	
Fixed Charges	-	-	-	
Utilities	100,680	38,562	62,118	
Capital Outlay	517,865	265,586	252,279	
Other	1,159,311	49,177	1,110,134	
TOTAL INSTITUTIONAL SUPPORT	\$ 2,989,766	\$ 1,327,477	\$ 1,662,289	44.40%
SCHOLARSHIP, STUDENT GRANTS, AND WAIVERS				
Financial Aid	\$ 5,653,503	\$ 1,446,767	\$ 4,206,736	
TOTAL	\$ 5,653,503	\$ 1,446,767	\$ 4,206,736	25.59%
TOTAL BUDGETED EXPENDITURES	\$ 8,982,241	\$ 2,973,601	\$ 6,008,640	33.11%

SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
AUDIT FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Percent of Year Complete is 58.00%

Audit Fund	Legal Budget As Adjusted 1/31/22	Year to Date Revenues 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Realized 1/31/22
Local Government Sources:				
Current Taxes	\$ 34,000	\$ 29,795	\$ 4,205	
TOTAL BUDGETED REVENUES	\$ 34,000	\$ 29,795	\$ 4,205	87.63%

SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
AUDIT FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022

Percent of Year Complete is 58.00%

Audit Fund	Legal Budget As Adjusted 1/31/22	Year to Date Expended 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
INSTITUTIONAL SUPPORT				
Contractual Services	\$ 38,000	\$ 20,000	\$ 18,000	
Provision for Contingency	-	-	-	
TOTAL BUDGETED EXPENDITURES	\$ 38,000	\$ 20,000	\$ 18,000	52.63%

**SHAWNEE COMMUNITY COLLEGE
REVENUE REPORT
LIABILITY PROTECTION AND SETTLEMENT FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022**

Percent of Year Complete is 58.00%				
Liability Protection and Settlement Fund	Legal Budget As Adjusted 1/31/22	Year to Date Revenues 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Realized 1/31/22
Local Government Sources:				
Current Taxes	\$ 827,555	\$ 747,539	\$ 80,016	
TOTAL BUDGETED REVENUES	\$ 827,555	\$ 747,539	\$ 80,016	90.33%

**SHAWNEE COMMUNITY COLLEGE
EXPENDITURE REPORT
LIABILITY PROTECTION AND SETTLEMENT FUND
FOR SEVEN MONTHS ENDED JANUARY 31, 2022**

Percent of Year Complete is 58.00%				
Liability Protection and Settlement Fund	Legal Budget As Adjusted 1/31/22	Year to Date Expended 1/31/22	(Over)/Under Budget 1/31/22	Percent of Budget Expended 1/31/22
INSTITUTIONAL SUPPORT				
Salaries	86,000	\$ 40,777	45,223	
Employee Benefits	208,255	108,337	99,918	
Contractual Services	303,500	147,119	156,381	
General Materials & Supplies	20,000	-	20,000	
Fixed Charges	313,500	237,372	76,128	
Capital Outlay	444,824		444,824	
Other	50,000		50,000	
TOTAL BUDGETED EXPENDITURES	\$1,426,079	\$533,605	\$847,251	37.42%

SHAWNEE COMMUNITY COLLEGE

For the Month of January 2022 Approval of Bills

FUND	EXPENDITURES
Education Fund	\$823,596.54
Building Fund	132,277.41
Restricted Bldg. Fund	21,292.15
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	73,148.84
Restricted Purposes Fund (Grants)	240,630.06
Restricted Purposes - FWS*	261.00
Restricted Purposes - PELL	10,112.00
Restricted Purposes - SEOG	
Trust & Agency Fund	9,570.65
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	265,090.67
GRAND TOTAL	\$ 1,575,979.32

Chairman

Secretary

Date

February 24 2022
13:14S U M M A R Y C H E C K R E G I S T E R
FOR PERIOD STARTING: 01/01/2022 - PERIOD ENDING: 01/31/2022

1

BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

-----CHECK-----			VENDOR		CHECK	VOID
NUMBER	DATE	STATUS	NUMBER	P A Y E E	AMOUNT	AMOUNT
0029193	01/07/22	Outstanding	0354520	A&o Foods	488.16	
0029194	01/07/22	Outstanding	0355400	Agile Sports Technologies	3,000.00	
0029195	01/07/22	Outstanding	0300013	Ameren Illinois	1,603.23	
0029196	01/07/22	Outstanding	0300017	American Welding Society	264.00	
0029197	01/07/22	Outstanding	0177590	Robert C. Andrews	210.00	
0029198	01/07/22	Outstanding	0350683	Anna Jonesboro High School	1,000.00	
0029199	01/07/22	Outstanding	0265472	Jipaum S. Askew	8.96	
0029200	01/07/22	Outstanding	0350855	AHEAD	520.00	
0029201	01/07/22	Outstanding	0162108	Melanie T. Ballard	320.00	
0029202	01/07/22	Outstanding	0153884	Teale M. Betts	55.55	
0029203	01/07/22	Outstanding	0350533	Big Johns	1,315.30	
0029204	01/07/22	Outstanding	0119084	Craig Bradley	57.57	
0029205	01/07/22	Outstanding	0300080	Canon Financial Services, Inc.	98.00	
0029206	01/07/22	Outstanding	0320341	Cartersville High School	1,000.00	
0029207	01/07/22	Outstanding	0320341	Cartersville High School	979.58	
0029208	01/07/22	Outstanding	0300096	Cengage Learning	705.00	
0029209	01/07/22	Outstanding	0320638	Cobden High School	1,000.00	
0029210	01/07/22	Outstanding	0300117	Computer Discount Warehouse Go	147.15	
0029211	01/07/22	Outstanding	0300117	Computer Discount Warehouse Go	7,840.30	
0029212	01/07/22	Outstanding	0300118	Connie Sue's Restaurant Corpor	693.75	
0029213	01/07/22	Outstanding	0300127	Crowdus Maintenance & Cleaning	29,500.00	
0029214	01/07/22	Outstanding	0351092	Joshua P. Douthit	185.00	
0029215	01/07/22	Outstanding	0300159	Elsevier Health Science	14,921.31	
0029216	01/07/22	Outstanding	0350958	Robert L. Frazier	185.00	
0029217	01/07/22	Outstanding	0350472	Frontier	67.45	
0029218	01/07/22	Outstanding	0351694	Trey Hargrove	185.00	
0029219	01/07/22	Outstanding	0351407	Stephanie Hayes	150.00	
0029220	01/07/22	Outstanding	0353252	Hedlux LLC	639.92	
0029221	01/07/22	Outstanding	0300191	Higher Learning Commission	2,920.81	
0029222	01/07/22	Outstanding	0300192	Hitterman's Merchandise Mart	47.36	
0029223	01/07/22	Outstanding	0300065	The Home Depot Pro	182.08	
0029224	01/07/22	Outstanding	0352812	JE Boyd Consulting	5,587.50	
0029225	01/07/22	Outstanding	0271268	Ariel S. Johnson	140.00	
0029226	01/07/22	Outstanding	0354855	Johnston City Community School	304.33	
0029227	01/07/22	Outstanding	0354855	Johnston City Community School	100.00	
0029228	01/07/22	Outstanding	0354855	Johnston City Community School	1,000.00	
0029229	01/07/22	Outstanding	0270506	Greg T. Jones	185.00	
0029230	01/07/22	Outstanding	0320859	Joppa Jr & Sr High School	500.00	
0029231	01/07/22	Outstanding	0320859	Joppa Jr & Sr High School	6,500.00	
0029232	01/07/22	Void	0350744	Kendall Hunt Publishing		105.09
0029233	01/07/22	Outstanding	0300225	Kone, Inc.	624.93	
0029234	01/07/22	Outstanding	0351105	James P. Lashley, II	185.00	

February 24 2022
13:14S U M M A R Y C H E C K R E G I S T E R
FOR PERIOD STARTING: 01/01/2022 - PERIOD ENDING: 01/31/2022

2

BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

-----CHECK-----			VENDOR		CHECK	VOID
NUMBER	DATE	STATUS	NUMBER	P A Y E E	AMOUNT	AMOUNT
0029235	01/07/22	Outstanding	0300231	Liberty Utilities Midstates	486.91	
0029236	01/07/22	Outstanding	0300233	Maier's Tidy Bowl	176.00	
0029237	01/07/22	Outstanding	0350515	Marianna	308.08	
0029238	01/07/22	Outstanding	0354893	Brooke May	77.84	
0029239	01/07/22	Outstanding	0320969	Meridian High School	6,500.00	
0029240	01/07/22	Outstanding	0355024	Hannah Middleton	53.99	
0029241	01/07/22	Outstanding	0300253	NAPA Auto Tire & Parts	17.74	
0029242	01/07/22	Outstanding	0351054	Orkin	85.00	
0029243	01/07/22	Outstanding	0355494	Parks Brothers Farms, Inc	2,098.40	
0029244	01/07/22	Outstanding	0300144	Pilot Travel Centers LLC	22.00	
0029245	01/07/22	Outstanding	0300133	Quill	720.08	
0029246	01/07/22	Outstanding	0300113	Regions Bank	1,666.98	
0029247	01/07/22	Outstanding		Rend Lake College Foundation	50.00	
0029248	01/07/22	Outstanding	0300109	Reppert's Office Supply	359.90	
0029249	01/07/22	Outstanding	0300108	Republic Services	242.69	
0029250	01/07/22	Outstanding	0355490	Riverside Community Care, Llc	600.00	
0029251	01/07/22	Outstanding	0217608	Colin T. Ryan	180.00	
0029252	01/07/22	Outstanding	0351910	Eric T. Saunders	185.00	
0029253	01/07/22	Outstanding	0350554	SCC Bookstore	211.08	
0029254	01/07/22	Outstanding	0300095	American Welding & Gas, Inc.	261.95	
0029255	01/07/22	Outstanding	0355392	R & L Restoration, Llc	21,292.15	
0029256	01/07/22	Outstanding	0355381	Brian Shaw	185.00	
0029257	01/07/22	Outstanding	0300078	Southern FS Inc.	1,699.17	
0029258	01/07/22	Outstanding	0300076	Southern Illinois Electric Coo	25,268.35	
0029259	01/07/22	Outstanding	0353621	St. Moritz Security Services,	18,013.16	
0029260	01/07/22	Outstanding	0354419	Ben Stamper	185.00	
0029261	01/07/22	Outstanding	0350498	Stericycle	47.21	
0029262	01/07/22	Outstanding	0350893	Tobacco Road Tees	940.51	
0029263	01/07/22	Outstanding	0350805	Toshiba Financial Services	134.90	
0029264	01/07/22	Outstanding	0353658	Tri State Food Bank, Inc	46.44	
0029265	01/07/22	Outstanding	0211514	Keith E. Van Scyoc	185.00	
0029266	01/07/22	Outstanding	0321257	Vienna High School	1,000.00	
0029267	01/07/22	Outstanding	0321257	Vienna High School	118.91	
0029268	01/07/22	Outstanding	0321257	Vienna High School	107.69	
0029269	01/07/22	Outstanding	0166056	David A. Voigt	1,500.00	
0029270	01/07/22	Outstanding	0300018	Xerox Corporation	805.51	
0029271	01/07/22	Outstanding	0350973	Xerox Financial Services LLC	212.50	
0029272	01/07/22	Outstanding	0300047	Yankee Book Peddler	52.84	
0029273	01/12/22	Outstanding	0355506	Southern Five Regional Plannin	2,195.00	
0029274	01/12/22	Outstanding	0350451	AFLAC Attn Remittance Processi	504.06	
0029275	01/12/22	Outstanding	0350452	American Century Investments	138.08	
0029276	01/12/22	Outstanding	0350454	Bank of America HSA (Electroni	152.08	

February 24 2022
13:14S U M M A R Y C H E C K R E G I S T E R
FOR PERIOD STARTING: 01/01/2022 - PERIOD ENDING: 01/31/2022

3

BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

CHECK NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0029277	01/12/22	Outstanding	0167036	Bluecross Blueshield of Illino	37,044.57	
0029278	01/12/22	Outstanding	0300121	Continental American Insurance	36.41	
0029279	01/12/22	Outstanding	0300145	Delta Dental of Illinois-Risk	1,140.72	
0029280	01/12/22	Outstanding	0350453	EFTPS (Electronic Fed Tax Paym	32,279.77	
0029281	01/12/22	Outstanding	0300160	EMC National Life Company	13.63	
0029282	01/12/22	Outstanding	0350456	Fiduciary Trust Intl of the So	37.50	
0029283	01/12/22	Outstanding	0350455	Illinois Tax Pmt Program (Elec	11,062.08	
0029284	01/12/22	Outstanding	0350459	Kentucky State Treasurer	828.70	
0029285	01/12/22	Outstanding	0350462	The Anna-Jonesboro National Ba	813.00	
0029286	01/12/22	Outstanding	0300052	Sun Life Financial	994.83	
0029287	01/12/22	Outstanding	0300052	Sun Life Financial	5.04	
0029288	01/12/22	Outstanding	0300052	Sun Life Financial	10.45	
0029289	01/12/22	Outstanding	0300052	Sun Life Financial	201.72	
0029290	01/12/22	Outstanding	0300052	Sun Life Financial	330.97	
0029291	01/12/22	Outstanding	0300052	Sun Life Financial	216.01	
0029292	01/12/22	Outstanding	0300052	Sun Life Financial	101.83	
0029293	01/12/22	Outstanding	0300052	Sun Life Financial	770.04	
0029294	01/12/22	Outstanding	0300046	VALIC	25.00	
0029295	01/12/22	Outstanding	0300039	Washington National Ins. Co.	79.55	
0029296	01/12/22	Outstanding	0353312	Connected Solutions Group, LLC	136.00	
0029309	01/13/22	Outstanding	0354520	A&o Foods	29.65	
0029310	01/13/22	Outstanding	0300008	ACT Finance	24.00	
0029311	01/13/22	Outstanding	0351035	Advanced Digital Solutions	26.25	
0029312	01/13/22	Outstanding	0355131	Allen Media Broadcasting	1,270.00	
0029313	01/13/22	Outstanding	0300013	Ameren Illinois	93.46	
0029314	01/13/22	Outstanding	0300035	Baker & Taylor	19.99	
0029315	01/13/22	Outstanding	0354506	Brand Makers Llc	928.82	
0029316	01/13/22	Outstanding	0351666	Cellco Partnership	6,812.69	
0029317	01/13/22	Outstanding	0300104	City of Anna	535.87	
0029318	01/13/22	Outstanding	0300236	City of Metropolis	2,175.50	
0029319	01/13/22	Outstanding	0300118	Connie Sue's Restaurant Corpor	1,257.50	
0029320	01/13/22	Outstanding	0300127	Crowdus Maintenance & Cleaning	9,095.00	
0029321	01/13/22	Outstanding	0150514	Christopher D. Dexter	35.00	
0029322	01/13/22	Outstanding	0300158	Ellucian, Inc.	193,841.50	
0029323	01/13/22	Outstanding	0300158	Ellucian, Inc.	518.00	
0029324	01/13/22	Outstanding	0300159	Elsevier Health Science	1,390.24	
0029325	01/13/22	Outstanding	0300159	Elsevier Health Science	0.00	
0029326	01/13/22	Outstanding	0300170	Fort Massac Water District	1,112.72	
0029327	01/13/22	Outstanding	0300171	Four Rivers SHRM	195.00	
0029328	01/13/22	Outstanding	0300173	FP Mailing Solutions	85.05	
0029329	01/13/22	Outstanding	0350472	Frontier	372.41	
0029330	01/13/22	Outstanding	0300176	Gazette Democrat	905.25	

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FOR PERIOD STARTING: 01/01/2022 - PERIOD ENDING: 01/31/2022

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

CHECK NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0029331	01/13/22	Outstanding	0351981	KFVS TV	1,975.00	
0029332	01/13/22	Outstanding	0084124	Jonathan R. Hiller	20.00	
0029333	01/13/22	Outstanding	0300208	Jeff's Automotive	21.23	
0029334	01/13/22	Outstanding	0152380	Lindsay B. Johnson	45.54	
0029335	01/13/22	Outstanding	0300201	Johnson, Schneider & Ferrell,	1,850.00	
0029336	01/13/22	Outstanding	0355340	Kaeser & Blair, Inc	503.28	
0029337	01/13/22	Outstanding	0350993	KLG Grant Consultants	1,492.25	
0029338	01/13/22	Outstanding	0350497	Lowe's	107.26	
0029339	01/13/22	Outstanding	0350497	Lowe's	1,807.00	
0029340	01/13/22	Outstanding	0350479	MBS Textbook Exchange Inc	6,071.80	
0029341	01/13/22	Outstanding	0350480	McGraw-Hill Global Education	1,590.60	
0029342	01/13/22	Outstanding	0300249	Mississippi River Radio	4,708.00	
0029343	01/13/22	Outstanding	0353620	Mounds Stop & Shop	120.00	
0029344	01/13/22	Outstanding	0300253	NAPA Auto Tire & Parts	0.00	
0029345	01/13/22	Outstanding	0300152	Paducah Sun	3,350.00	
0029346	01/13/22	Outstanding	0300151	Pearson Education	459.96	
0029347	01/13/22	Outstanding	0300146	Pick Up Mart	1,538.88	
0029348	01/13/22	Outstanding	0350587	The Poshard Foundation for Abu	500.00	
0029349	01/13/22	Outstanding	0300133	Quill	192.27	
0029350	01/13/22	Outstanding	0355521	The Lampo Group, Llc	759.92	
0029351	01/13/22	Outstanding	0300113	Regions Bank	700.42	
0029352	01/13/22	Outstanding	0300113	Regions Bank	309.74	
0029353	01/13/22	Outstanding	0300113	Regions Bank	170.04	
0029354	01/13/22	Outstanding	0350487	Reppert Printing Company	478.07	
0029355	01/13/22	Outstanding	0350554	SCC Bookstore	171.62	
0029356	01/13/22	Outstanding	0350554	SCC Bookstore	253.15	
0029357	01/13/22	Outstanding	0350554	SCC Bookstore	145.88	
0029358	01/13/22	Outstanding	0350554	SCC Bookstore	169.36	
0029359	01/13/22	Outstanding	0350554	SCC Bookstore	25.44	
0029360	01/13/22	Outstanding	0300097	Scheffer Financial Services	4.97	
0029361	01/13/22	Outstanding	0300095	American Welding & Gas, Inc.	1,446.83	
0029362	01/13/22	Outstanding	0000001	Shawnee Community College	80.52	
0029363	01/13/22	Outstanding	0096306	Deborah D. Simmons-Gray	425.00	
0029364	01/13/22	Outstanding	0353621	St. Moritz Security Services,	7,285.46	
0029365	01/13/22	Outstanding	0300050	UPS	67.19	
0029366	01/13/22	Outstanding	0300050	UPS	149.57	
0029367	01/13/22	Outstanding	0300050	UPS	261.30	
0029368	01/13/22	Outstanding	0355503	Us Postal Service	70.00	
0029369	01/13/22	Outstanding	0166056	David A. Voigt	580.00	
0029370	01/13/22	Outstanding	0353233	WPSD TV	2,210.00	
0029371	01/13/22	Outstanding	0300018	Xerox Corporation	551.56	
0029372	01/13/22	Outstanding	0300153	Dish Network	173.08	

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FOR PERIOD STARTING: 01/01/2022 - PERIOD ENDING: 01/31/2022

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

-----CHECK-----			VENDOR		CHECK	VOID
NUMBER	DATE	STATUS	NUMBER	P A Y E E	AMOUNT	AMOUNT
0029373	01/18/22	Outstanding	0300253	NAPA Auto Tire & Parts	93.32	
0029374	01/18/22	Outstanding	0182606	Jonathan D. Green	100.00	
0029379	01/21/22	Outstanding	0350908	ACI Payments, Inc.	627.86	
0029380	01/21/22	Outstanding	0248452	Action Sports	875.00	
0029381	01/21/22	Outstanding	0355131	Allen Media Broadcasting	1,080.00	
0029382	01/21/22	Outstanding	0355089	Bound Tree Medical, Llc	2,502.03	
0029383	01/21/22	Outstanding	0300064	BSN Sports	625.00	
0029384	01/21/22	Outstanding	0300068	Bushue Human Resources, Inc.	36.00	
0029385	01/21/22	Outstanding	0011624	Cairo Public Utilities	1,543.67	
0029386	01/21/22	Outstanding	0300212	ILCARRICOTHREE, LLC	5,330.00	
0029387	01/21/22	Outstanding	0351666	Cellco Partnership	840.24	
0029388	01/21/22	Outstanding	0352672	City of Cape Girardeau	807.50	
0029389	01/21/22	Outstanding	0300110	Clearwave Communications	3,518.95	
0029390	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	490.00	
0029391	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	10,950.37	
0029392	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	26,049.83	
0029393	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	844.26	
0029394	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	748.41	
0029395	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	588.24	
0029396	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	484.86	
0029397	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	762.96	
0029398	01/21/22	Outstanding	0300117	Computer Discount Warehouse Go	199.00	
0029399	01/21/22	Outstanding	0350599	Concord Publishing House, Inc.	695.00	
0029400	01/21/22	Outstanding	0300118	Connie Sue's Restaurant Corpor	308.75	
0029401	01/21/22	Outstanding	0300206	Mr. Dana Cross	275.00	
0029402	01/21/22	Outstanding	0351092	Joshua P. Douthit	185.00	
0029403	01/21/22	Outstanding	0199338	James L. Eftink	60.00	
0029404	01/21/22	Outstanding	0350472	Frontier	33.80	
0029405	01/21/22	Outstanding	0351988	Gibbs Technology Leasing, Llc	1,438.97	
0029406	01/21/22	Outstanding	0351981	KFVS TV	2,875.00	
0029407	01/21/22	Outstanding	0058758	Jacqueline Hamilton-Smith	30.19	
0029408	01/21/22	Outstanding	0300192	Hitterman's Merchandise Mart	37.44	
0029409	01/21/22	Outstanding	0300065	The Home Depot Pro	434.61	
0029410	01/21/22	Outstanding	0300194	Honey's Service Station & Tire	184.80	
0029411	01/21/22	Outstanding	0351070	Illinois American Water	219.17	
0029412	01/21/22	Outstanding	0355524	Natasha Jankowski	1,500.00	
0029413	01/21/22	Outstanding	0016462	Ted Knapp	185.00	
0029414	01/21/22	Outstanding	0161368	Lake Land College	265.81	
0029415	01/21/22	Outstanding	0350711	Library Journal	157.99	
0029416	01/21/22	Outstanding	0354377	Bradley McCoy	185.00	
0029417	01/21/22	Outstanding	0353282	Phi Theta Kappa Illinois Regio	65.00	
0029418	01/21/22	Outstanding	0300113	Regions Bank	963.53	

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FOR PERIOD STARTING: 01/01/2022 - PERIOD ENDING: 01/31/2022

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

CHECK NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0029419	01/21/22	Outstanding	0350554	SCC Bookstore	79.95	
0029420	01/21/22	Outstanding		Scholarship America	2,500.00	
0029421	01/21/22	Outstanding	0300078	Southern FS Inc.	849.67	
0029422	01/21/22	Outstanding	0350492	Southern Illinoisan	593.75	
0029423	01/21/22	Outstanding	0300261	Sparklight Business	80.48	
0029424	01/21/22	Outstanding	0350498	Stericycle	49.41	
0029425	01/21/22	Outstanding	0351613	Summit Environmental Services,	835.00	
0029426	01/21/22	Outstanding	0300062	T & I Office Equipment	117.88	
0029427	01/21/22	Void	0300062	T & I Office Equipment		379.90
0029428	01/21/22	Outstanding	0352633	Triangle Enterprises, Inc.	83.74	
0029429	01/21/22	Outstanding	0350622	Union County Chamber of Commer	300.00	
0029430	01/21/22	Outstanding	0300048	USA Today	334.81	
0029431	01/21/22	Outstanding	0300045	Vienna Times	6,158.75	
0029432	01/21/22	Outstanding	0168816	James L. Walton	220.00	
0029433	01/21/22	Outstanding	0350973	Xerox Financial Services LLC	412.00	
0029434	01/21/22	Outstanding	0300253	NAPA Auto Tire & Parts	15.98	
0029435	01/21/22	Outstanding	0300109	Reppert's Office Supply	379.90	
0029436	01/26/22	Void	0300062	T & I Office Equipment		983.51
0029437	01/26/22	Void	0300062	T & I Office Equipment		993.31
0029438	01/26/22	Void	0300062	T & I Office Equipment		1,101.60
0029439	01/26/22	Void	0300062	T & I Office Equipment		3,499.99
0029440	01/26/22	Outstanding	0350451	AFLAC Attn Remittance Processi	504.06	
0029441	01/26/22	Outstanding	0350452	American Century Investments	138.08	
0029442	01/26/22	Outstanding	0350454	Bank of America HSA (Electroni	152.08	
0029443	01/26/22	Outstanding	0167036	Bluecross Blueshield of Illino	36,574.98	
0029444	01/26/22	Outstanding	0300121	Continental American Insurance	36.41	
0029445	01/26/22	Outstanding	0300145	Delta Dental of Illinois-Risk	1,130.05	
0029446	01/26/22	Outstanding	0350453	EFTPS (Electronic Fed Tax Paym	29,717.90	
0029447	01/26/22	Outstanding	0300160	EMC National Life Company	13.63	
0029448	01/26/22	Outstanding	0350456	Fiduciary Trust Intl of the So	37.50	
0029449	01/26/22	Outstanding	0350455	Illinois Tax Pmt Program (Elec	11,181.83	
0029450	01/26/22	Outstanding	0350459	Kentucky State Treasurer	791.77	
0029451	01/26/22	Outstanding	0350462	The Anna-Jonesboro National Ba	813.00	
0029452	01/26/22	Outstanding	0300052	Sun Life Financial	996.87	
0029453	01/26/22	Outstanding	0300052	Sun Life Financial	201.72	
0029454	01/26/22	Outstanding	0300052	Sun Life Financial	330.97	
0029455	01/26/22	Outstanding	0300052	Sun Life Financial	216.01	
0029456	01/26/22	Outstanding	0300052	Sun Life Financial	106.10	
0029457	01/26/22	Outstanding	0300052	Sun Life Financial	770.04	
0029458	01/26/22	Outstanding	0300046	VALIC	25.00	
0029459	01/26/22	Outstanding	0300039	Washington National Ins. Co.	46.25	
0029473	01/27/22	Outstanding	0300062	T & I Office Equipment	993.31	

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FOR PERIOD STARTING: 01/01/2022 - PERIOD ENDING: 01/31/2022

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

CHECK NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0029474	01/27/22	Outstanding	0300062	T & I Office Equipment	1,101.60	
0029475	01/27/22	Outstanding	0300062	T & I Office Equipment	3,499.99	
0029476	01/27/22	Outstanding	0300062	T & I Office Equipment	983.51	
0029477	01/28/22	Outstanding	0300094	Secretary of State of Illinois	50.00	
0029478	01/28/22	Outstanding	0354506	Brand Makers Llc	2,753.21	
0029479	01/28/22	Outstanding	0300064	BSN Sports	70.00	
0029480	01/28/22	Outstanding	0300064	BSN Sports	1,726.55	
0029481	01/28/22	Outstanding	0300096	Cengage Learning	4,147.35	
0029482	01/28/22	Outstanding	0350920	Cobden Lions Club	70.00	
0029483	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	32.70	
0029484	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	8,715.00	
0029485	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	21,165.00	
0029486	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	1,115.31	
0029487	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	210.33	
0029488	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	1,030.06	
0029489	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	863.92	
0029490	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	58.65	
0029491	01/28/22	Outstanding	0300117	Computer Discount Warehouse Go	110.42	
0029492	01/28/22	Outstanding	0300118	Connie Sue's Restaurant Corpor	181.25	
0029493	01/28/22	Outstanding	0300127	Crowdus Maintenance & Cleaning	29,500.00	
0029494	01/28/22	Outstanding	0244910	Carrie B. Davis	65.17	
0029495	01/28/22	Outstanding	0300159	Elsevier Health Science	159.99	
0029496	01/28/22	Outstanding	0300165	Federal Express	30.48	
0029497	01/28/22	Outstanding	0270232	Robert E. Franklin	185.00	
0029498	01/28/22	Outstanding	0350958	Robert L. Frazier	185.00	
0029499	01/28/22	Outstanding	0300182	Grand Rivers Community Bank	52.00	
0029500	01/28/22	Outstanding	0351981	KFVS TV	765.00	
0029501	01/28/22	Outstanding	0213542	Larry J. Hackethal	30.00	
0029502	01/28/22	Outstanding	0300192	Hitterman's Merchandise Mart	19.18	
0029503	01/28/22	Outstanding	0300065	The Home Depot Pro	310.60	
0029504	01/28/22	Outstanding	0300195	Howard D Happy Company	275.15	
0029505	01/28/22	Outstanding	0300208	Jeff's Automotive	24.99	
0029506	01/28/22	Outstanding	0300221	Johnson Controls, Inc.	1,107.16	
0029507	01/28/22	Outstanding	0300233	Maier's Tidy Bowl	207.90	
0029508	01/28/22	Outstanding	0350479	MBS Textbook Exchange Inc	2,777.97	
0029509	01/28/22	Outstanding	0350480	McGraw-Hill Global Education	6,957.87	
0029510	01/28/22	Outstanding	0350746	Midwest Terminal	20,497.53	
0029511	01/28/22	Outstanding	0300253	NAPA Auto Tire & Parts	97.58	
0029512	01/28/22	Outstanding	0300264	Office Depot	23.39	
0029513	01/28/22	Outstanding	0351054	Orkin	85.00	
0029514	01/28/22	Outstanding	0300152	Paducah Sun	331.49	
0029515	01/28/22	Outstanding	0266826	Poets & Writers	27.95	

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S U M M A R Y C H E C K R E G I S T E R
FOR PERIOD STARTING: 01/01/2022 - PERIOD ENDING: 01/31/2022

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BANK CODE: 01 City National Bank
GL ACCOUNT NO: 01-0-00-0000-111000

CHECK NUMBER	DATE	STATUS	VENDOR NUMBER	P A Y E E	CHECK AMOUNT	VOID AMOUNT
0029516	01/28/22	Outstanding	0300133	Quill	1,235.37	
0029517	01/28/22	Outstanding	0300113	Regions Bank	14,103.69	
0029518	01/28/22	Outstanding	0300109	Reppert's Office Supply	2,959.17	
0029519	01/28/22	Outstanding	0300108	Republic Services	242.27	
0029520	01/28/22	Outstanding	0350671	Russell Electric and Contracti	960.00	
0029521	01/28/22	Outstanding	0233750	Blake R. Ryan	69.44	
0029522	01/28/22	Outstanding	0350595	Sage Publications	340.00	
0029523	01/28/22	Outstanding	0350554	SCC Bookstore	316.80	
0029524	01/28/22	Outstanding	0350554	SCC Bookstore	1,442.78	
0029525	01/28/22	Outstanding	0300094	Secretary of State of Illinois	50.00	
0029526	01/28/22	Outstanding	0300094	Secretary of State of Illinois	50.00	
0029527	01/28/22	Outstanding	0300094	Secretary of State of Illinois	50.00	
0029528	01/28/22	Outstanding	0300094	Secretary of State of Illinois	50.00	
0029529	01/28/22	Outstanding	0300094	Secretary of State of Illinois	50.00	
0029530	01/28/22	Outstanding	0300092	Security Alarm Corporation	299.28	
0029531	01/28/22	Outstanding	0300090	SESAC Inc.	301.00	
0029532	01/28/22	Outstanding	0300082	SOFTDOCS, Inc.	18,290.00	
0029533	01/28/22	Outstanding	0196958	Southern 14 Workforce Investme	207.86	
0029534	01/28/22	Outstanding	0300078	Southern FS Inc.	427.92	
0029535	01/28/22	Outstanding	0082604	John R. Sparks	339.26	
0029536	01/28/22	Outstanding	0353621	St. Moritz Security Services,	8,798.76	
0029537	01/28/22	Outstanding	0354419	Ben Stamper	185.00	
0029538	01/28/22	Outstanding	0352507	Jackson Strong	185.00	
0029539	01/28/22	Void	0300062	T & I Office Equipment		494.73
0029540	01/28/22	Outstanding	0350893	Tobacco Road Tees	478.89	
0029541	01/28/22	Outstanding	0300093	Travelers	8,428.00	
0029542	01/28/22	Outstanding	0166056	David A. Voigt	1,160.00	
0029543	01/28/22	Outstanding	0168816	James L. Walton	150.00	
0029544	01/28/22	Outstanding	0355657	Jordan Wilson	185.00	
0029545	01/28/22	Outstanding	0350963	Michael A. Woods	185.00	
0029546	01/28/22	Outstanding	0300018	Xerox Corporation	776.02	
0029547	01/28/22	Outstanding	0300062	T & I Office Equipment	114.83	
E0000005	01/18/22	Outstanding	0300072	State Universities Retirement	27,877.08	
M203	01/21/22	Outstanding	0350510	Illinois Department of Revenue	434.00	
					-----	-----
					893,528.46	7,558.13
					=====	=====
					893,528.46	7,558.13

**Shawnee Community College
Payroll Check and Advice Register
January 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
97633	1/14/2022	Christie, Roberta L.	2,216.15
97634	1/14/2022	Faulkner, Christina L.	1,324.87
97635	1/14/2022	Burnett, Brandon M.	303.21
97636	1/14/2022	Davis, David	32.60
97637	1/14/2022	McElroy, Nicholas G.	43.88
97638	1/14/2022	Reichert, Joellen	337.93
97639	1/14/2022	Reichert, Kendall F.	245.09
97640	1/14/2022	VOID	-
97641	1/14/2022	Starling, Randy D.	249.43
97642	1/31/2022	Christie, Roberta L.	2,216.15
97643	1/31/2022	Faulkner, Christina L.	1,324.87
97644	1/31/2022	Goldsberry, Teri E.	111.16
97645	1/31/2022	Holder, Kyonte D.	34.22
97646	1/31/2022	Ness, Makenzie L.	428.90
97647	1/31/2022	Reichert, Joellen	266.78
97648	1/31/2022	Reichert, Kendall F.	412.78
97649	1/31/2022	Sargent, Kimberly S.	344.69
97650	1/31/2022	Starling, Randy D.	392.52
97651	1/31/2022	Stubblefield, Vernon	116.09
97652	1/31/2022	Tondevoid, Meagan	57.00
97653	1/31/2022	Tyson, Noah G.	227.24
97654	1/31/2022	Vincent, Connie M.	102.27
97655	1/14/2022	Sargent, Kimberly S.	83.64
77579	1/14/2022	Armstrong, Lori A.	2,452.77
77580	1/14/2022	Ashby, Malinda J.	1,818.10
77581	1/14/2022	Askew, Jipaum S.	2,126.74
77582	1/14/2022	Banks, Sabrina D.	1,381.39
77583	1/14/2022	Basler, Joella	2,424.66
77584	1/14/2022	Betts, Robert G.	2,572.66
77585	1/14/2022	Betts, Teale M.	1,762.45
77586	1/14/2022	Bigham, Stephanie M.	1,013.10
77587	1/14/2022	Black, David E.	2,613.55
77588	1/14/2022	Black, Sabrina L.	1,135.38
77589	1/14/2022	Boyd, Danielle N.	1,489.31
77590	1/14/2022	Bradley, Craig	2,329.57
77591	1/14/2022	Brahler, Monica J.	2,511.87
77592	1/14/2022	Brown, Brenda R.	2,242.81
77593	1/14/2022	Capps, Tamara K.	2,302.08
77594	1/14/2022	Cather, Darci A.	3,232.06
77595	1/14/2022	Chamness, Virginia S.	1,031.24
77596	1/14/2022	Clark, Christopher A.	2,990.47

**Shawnee Community College
Payroll Check and Advice Register
January 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
77597	1/14/2022	Clark, Lora L.	1,247.34
77598	1/14/2022	Cornelious Weldon, Leslie A.	1,647.11
77599	1/14/2022	Crowe, Beth A.	1,629.37
77600	1/14/2022	Davenport, Anna	1,655.32
77601	1/14/2022	Davis, Carrie B.	1,301.39
77602	1/14/2022	Davis, Evelyn D.	894.76
77603	1/14/2022	Dollins, Judith A.	1,860.85
77604	1/14/2022	Dudley, Tina M.	1,183.06
77605	1/14/2022	Fehrenbacher, Dwayne J.	1,666.91
77606	1/14/2022	Fontana, Sandy L.	2,024.99
77607	1/14/2022	Forthman, Emily B.	2,191.54
77608	1/14/2022	Frizzell, Timothy A.	2,016.54
77609	1/14/2022	Gerard, Anthony S.	2,740.34
77610	1/14/2022	Goforth, Charles B.	1,516.03
77611	1/14/2022	Gordon, Beatrice	869.85
77612	1/14/2022	Hamilton, Smith, Jacqueline	1,062.35
77613	1/14/2022	Hannan, Amanda N.	2,360.44
77614	1/14/2022	Harner, Ginger R.	2,354.65
77615	1/14/2022	Harris, Wendy D.	2,108.93
77616	1/14/2022	Hazel, Amanda N.	1,143.87
77617	1/14/2022	Herre, Brian C.	1,295.65
77618	1/14/2022	Herren, Jennifer K.	1,214.81
77619	1/14/2022	Hickam, Jamie L.	1,322.84
77620	1/14/2022	Hill, Tanya S.	1,752.96
77621	1/14/2022	Hines, Lorena M.	1,840.10
77622	1/14/2022	Howard, Eric	1,615.53
77623	1/14/2022	Ingram, Caleb W.	730.10
77624	1/14/2022	Jennings, Kelly D.	1,949.57
77625	1/14/2022	Johnson, Lindsay B.	1,753.26
77626	1/14/2022	King, Erin R.	1,596.15
77627	1/14/2022	Koch, Donald N.	2,353.53
77628	1/14/2022	Lingle, Randy W.	1,983.46
77629	1/14/2022	Lucas, Robert	1,934.83
77630	1/14/2022	Malone, Sherrie D.	2,169.31
77631	1/14/2022	Mason, Gregory K.	2,323.97
77632	1/14/2022	McGinnis, Connie R.	2,249.71
77633	1/14/2022	McGoy, Karen M.	1,825.78
77634	1/14/2022	McNally, Michael	2,178.12
77635	1/14/2022	Meyer, Lisa F.	1,361.30
77636	1/14/2022	Meyers, Kaylyn L.	1,224.52
77637	1/14/2022	Nicolaides, Ian A.	2,252.57

**Shawnee Community College
Payroll Check and Advice Register
January 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
77638	1/14/2022	Pender, Derek S.	1,724.92
77639	1/14/2022	Price, Lisa L.	3,073.05
77640	1/14/2022	Reach, Mindy J.	1,354.03
77641	1/14/2022	Ribbing, Sheryl L.	2,163.80
77642	1/14/2022	Rouse, Felicia	1,410.12
77643	1/14/2022	Sander, Phyllis J.	10,742.72
77644	1/14/2022	Sauerbrunn, Kayla R.	1,988.68
77645	1/14/2022	Severs, Virginia L.	1,164.89
77646	1/14/2022	Shallenberger, Elizabeth	1,928.23
77647	1/14/2022	Sheffer, Amy L.	1,840.49
77648	1/14/2022	Shelby, Kristin N.	2,456.95
77649	1/14/2022	Sheppard, Gregory S.	1,710.24
77650	1/14/2022	Simpson, Stacy J.	1,459.79
77651	1/14/2022	Smith, Kyle S.	1,876.49
77652	1/14/2022	Smith, Wanda R.	2,683.64
77653	1/14/2022	Smith, Julia, Jesse R.	1,986.89
77654	1/14/2022	Sparks, John R.	1,960.99
77655	1/14/2022	Steinmetz, Rebecca L.	1,237.45
77656	1/14/2022	Stoup, William R.	1,846.25
77657	1/14/2022	Suggs, Amber	1,745.01
77658	1/14/2022	Taylor, Timothy	5,094.92
77659	1/14/2022	Teske, April Y.	2,315.14
77660	1/14/2022	Thompson, Chevis L.	1,897.24
77661	1/14/2022	Thornsberry, Ryan J.	2,439.68
77662	1/14/2022	Trowbridge, Mandee M.	867.10
77663	1/14/2022	Van Meter, Jonathan L.	1,527.50
77664	1/14/2022	VanAlstine, Lee F.	2,050.91
77665	1/14/2022	Vellella, Christopher A.	2,216.00
77666	1/14/2022	Vines, Deborah	962.37
77667	1/14/2022	Walton, James L.	1,513.67
77668	1/14/2022	Whitnel, Brett P.	1,512.03
77669	1/14/2022	Williams, Michelle L.	829.60
77670	1/14/2022	Woods, Brandy S.	2,373.96
77671	1/14/2022	Woolridge, Robert E.	2,239.11
77672	1/14/2022	Wright, Christina D.	1,554.21
77673	1/14/2022	Burgess, Michael	235.09
77674	1/14/2022	Crites, Marilyn M.	1,117.17
77675	1/14/2022	Dalton, Amelia R.	229.93
77676	1/14/2022	Duke, Jordan	199.51
77677	1/14/2022	Edwards, Jessica E.	252.83
77678	1/14/2022	Fisher, Stephanie J.	369.69

**Shawnee Community College
Payroll Check and Advice Register
January 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
77679	1/14/2022	Frassato, Kylee N.	780.04
77680	1/14/2022	Hannan, Rachel A.	373.03
77681	1/14/2022	Harris, Julian M.	289.82
77682	1/14/2022	Hefner, Cynthia L.	99.76
77683	1/14/2022	Hefner, Monte K.	230.64
77684	1/14/2022	Herre, Brian C.	458.94
77685	1/14/2022	Hudgens, Faith V.	199.51
77686	1/14/2022	Johnson, Carl D.	303.04
77687	1/14/2022	Johnson, Kelly J.	56.81
77688	1/14/2022	Kern, Gracen E.	285.96
77689	1/14/2022	Kineman, Daniel L.	418.09
77690	1/14/2022	Knight, Cecilia M.	20.64
77691	1/14/2022	Kwiatkowski, Miley E.	269.18
77692	1/14/2022	Larimer, Courtney T.	52.28
77693	1/14/2022	Larry, Malcolm J.	30.96
77694	1/14/2022	Lewis, Jan F.	557.12
77695	1/14/2022	Matthews, Brittany R.	328.35
77696	1/14/2022	Maynard, David	146.03
77697	1/14/2022	McClellan, Heaven M.	250.83
77698	1/14/2022	McEwen, Sayveon L.	270.49
77699	1/14/2022	McNichols, Randy J.	125.55
77700	1/14/2022	Miller, John P.	144.08
77701	1/14/2022	Murray, Maggie A.	265.14
77702	1/14/2022	Ryan, Blake R.	52.44
77703	1/14/2022	Smith, Mary E.	58.33
77704	1/14/2022	Stafford, Makayla L.	349.14
77705	1/14/2022	Stecher, Beverly A.	244.00
77706	1/14/2022	Thoe, Alexandra I.	319.29
77707	1/14/2022	Travis, Jennifer L.	111.31
77708	1/14/2022	Whitehead, Tracy L.	646.19
77709	1/31/2022	Armstrong, Lori A.	2,289.63
77710	1/31/2022	Ashby, Malinda J.	1,818.10
77711	1/31/2022	Askew, Jipaum S.	2,126.74
77712	1/31/2022	Ball, Orena L.	1,522.13
77713	1/31/2022	Banks, Sabrina D.	955.61
77714	1/31/2022	Basler, Joella	2,261.52
77715	1/31/2022	Betts, Teale M.	1,762.45
77716	1/31/2022	Bigham, Stephanie M.	980.91
77717	1/31/2022	Black, David E.	2,613.55
77718	1/31/2022	Black, Sabrina L.	1,135.38
77719	1/31/2022	Boyd, Danielle N.	1,489.31

**Shawnee Community College
Payroll Check and Advice Register
January 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
77720	1/31/2022	Bradley, Craig	2,329.57
77721	1/31/2022	Brahler, Monica J.	2,511.87
77722	1/31/2022	Brown, Brenda R.	2,242.81
77723	1/31/2022	Capps, Tamara K.	2,302.08
77724	1/31/2022	Cather, Darci A.	3,232.06
77725	1/31/2022	Chamness, Virginia S.	1,031.24
77726	1/31/2022	Clark, Christopher A.	2,990.47
77727	1/31/2022	Clark, Lora L.	1,247.34
77728	1/31/2022	Cornelious Weldon, Leslie A.	1,647.11
77729	1/31/2022	Cornelissen, Vicky J.	859.41
77730	1/31/2022	Crowe, Beth A.	1,629.37
77731	1/31/2022	Davenport, Anna	1,655.32
77732	1/31/2022	Davis, Carrie B.	1,301.39
77733	1/31/2022	Davis, Evelyn D.	894.76
77734	1/31/2022	Dollins, Judith A.	1,697.72
77735	1/31/2022	Dudley, Tina M.	1,183.06
77736	1/31/2022	Fehrenbacher, Dwayne J.	1,666.91
77737	1/31/2022	Fontana, Sandy L.	2,024.99
77738	1/31/2022	Forthman, Emily B.	2,191.54
77739	1/31/2022	Frizzell, Timothy A.	2,016.54
77740	1/31/2022	Gerard, Anthony S.	2,740.34
77741	1/31/2022	Goforth, Charles B.	1,516.03
77742	1/31/2022	Gordon, Beatrice	869.85
77743	1/31/2022	Hamilton Smith, Jacqueline	1,062.35
77744	1/31/2022	Hannan, Amanda N.	2,360.44
77745	1/31/2022	Harner, Ginger R.	2,354.65
77746	1/31/2022	Harris, Wendy D.	2,108.93
77747	1/31/2022	Hazel, Amanda N.	1,143.87
77748	1/31/2022	Herre, Brian C.	1,557.87
77749	1/31/2022	Herren, Jennifer K.	1,214.81
77750	1/31/2022	Hickam, Jamie L.	1,322.84
77751	1/31/2022	Hill, Tanya S.	1,752.96
77752	1/31/2022	Hines, Lorena M.	1,840.10
77753	1/31/2022	Howard, Eric	1,615.53
77754	1/31/2022	Ingram, Caleb W.	730.10
77755	1/31/2022	Jennings, Kelly D.	1,949.57
77756	1/31/2022	Johnson, Lindsay B.	1,753.26
77757	1/31/2022	King, Erin R.	1,596.15
77758	1/31/2022	Koch, Donald N.	2,353.53
77759	1/31/2022	Lingle, Randy W.	1,983.46
77760	1/31/2022	Lucas, Robert	1,934.83

**Shawnee Community College
Payroll Check and Advice Register
January 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
77761	1/31/2022	Malone, Sherrie D.	2,169.31
77762	1/31/2022	Mason, Gregory K.	2,323.97
77763	1/31/2022	McGinnis, Connie R.	2,249.71
77764	1/31/2022	McGoy, Karen M.	1,825.78
77765	1/31/2022	McNally, Michael	1,991.98
77766	1/31/2022	Meyer, Lisa F.	1,361.30
77767	1/31/2022	Meyers, Kaylyn L.	1,224.52
77768	1/31/2022	Nicolaides, Ian A.	2,252.57
77769	1/31/2022	Nodeen, Marsha K.	1,379.52
77770	1/31/2022	Owens, Peter	1,334.28
77771	1/31/2022	Pender, Derek S.	1,724.92
77772	1/31/2022	Price, Lisa L.	3,073.05
77773	1/31/2022	Reach, Mindy J.	1,354.03
77774	1/31/2022	Ribbing, Sheryl L.	2,000.67
77775	1/31/2022	Rouse, Felicia	1,919.72
77776	1/31/2022	Sauerbrunn, Kayla R.	1,825.55
77777	1/31/2022	Severs, Virginia L.	1,164.89
77778	1/31/2022	Shallenberger, Elizabeth	1,928.23
77779	1/31/2022	Sheffer, Amy L.	1,840.49
77780	1/31/2022	Shelby, Kristin N.	2,456.95
77781	1/31/2022	Sheppard, Gregory S.	1,710.24
77782	1/31/2022	Simpson, Stacy J.	1,459.79
77783	1/31/2022	Smith, Kyle S.	1,781.21
77784	1/31/2022	Smith, Wanda R.	2,496.43
77785	1/31/2022	Smith Fulla, Jesse R.	1,986.89
77786	1/31/2022	Sparks, John R.	1,960.99
77787	1/31/2022	Steinmetz, Rebecca L.	1,237.45
77788	1/31/2022	Stoup, William R.	1,846.25
77789	1/31/2022	Suggs, Amber	1,745.01
77790	1/31/2022	Taylor, Timothy	5,094.92
77791	1/31/2022	Teske, April Y.	2,315.14
77792	1/31/2022	Thompson, Chevis L.	1,897.24
77793	1/31/2022	Thornsberry, Ryan J.	3,920.36
77794	1/31/2022	Trowbridge, Mande M.	867.10
77795	1/31/2022	Van Meter, Jonathan L.	1,527.50
77796	1/31/2022	VanAlstine, Lee F.	2,050.91
77797	1/31/2022	Vellella, Christopher A.	2,216.00
77798	1/31/2022	Vines, Deborah	962.37
77799	1/31/2022	Walton, James L.	1,513.67
77800	1/31/2022	Whitnel, Brett P.	1,512.03
77801	1/31/2022	Williams, Michelle L.	829.60

**Shawnee Community College
Payroll Check and Advice Register
January 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
77802	1/31/2022	Woods, Brandy S.	2,373.96
77803	1/31/2022	Woolridge, Robert E.	2,239.11
77804	1/31/2022	Wright, Christina D.	1,554.21
77805	1/31/2022	Blood, Adelina J.	498.78
77806	1/31/2022	Burgess, Michael	1,056.89
77807	1/31/2022	Crites, Marilyn M.	911.04
77808	1/31/2022	Dalton, Amelia R.	508.22
77809	1/31/2022	Danas, Judy A.	378.80
77810	1/31/2022	Duke, Jordan	986.28
77811	1/31/2022	Edwards, Jessica E.	580.78
77812	1/31/2022	Fisher, Stephanie J.	623.35
77813	1/31/2022	Frassato, Kylee N.	1,369.69
77814	1/31/2022	Green, Kandyce T.	578.47
77815	1/31/2022	Hannan, Rachel A.	696.30
77816	1/31/2022	Harris, Rana L.	293.87
77817	1/31/2022	Hill, Madison E.	45.62
77818	1/31/2022	Hudgens, Faith V.	1,043.29
77819	1/31/2022	Johnson, Carl D.	303.04
77820	1/31/2022	Johnson, Kelly J.	227.24
77821	1/31/2022	Kern, Gracen E.	264.88
77822	1/31/2022	Kineman, Daniel L.	630.33
77823	1/31/2022	Knight, Cecilia M.	86.79
77824	1/31/2022	Korte, Rhea C.	92.87
77825	1/31/2022	Kwiatkowski, Miley E.	288.41
77826	1/31/2022	Lewis, Jan F.	1,053.55
77827	1/31/2022	Little, Latayvia S.	114.06
77828	1/31/2022	Matthews, Brittany R.	641.82
77829	1/31/2022	McEwen, Sayveon L.	593.91
77830	1/31/2022	McNichols, Randy J.	905.80
77831	1/31/2022	Meshell, Caitlyn N.	148.57
77832	1/31/2022	Meyers, Tiffany A.	232.18
77833	1/31/2022	Miller, John P.	599.25
77834	1/31/2022	Murray, Maggie A.	595.19
77835	1/31/2022	Rose, Jayla E.	91.25
77836	1/31/2022	Ryan, Blake R.	237.36
77837	1/31/2022	Sabo, Tierney R.	884.90
77838	1/31/2022	Smith, Mary E.	96.23
77839	1/31/2022	Sommer, Gary H.	199.05
77840	1/31/2022	Stafford, Makayla L.	523.64
77841	1/31/2022	Stecher, Beverly A.	457.68
77842	1/31/2022	Thoe, Alexandra I.	611.76

**Shawnee Community College
Payroll Check and Advice Register
January 2022**

Check/Advice Number	Check/Advice Date	Employee Name	Check/Advice Amount
77843	1/31/2022	Whitehead, Tracy L.	838.79
77844	1/31/2022	Woods, Aaron C.	521.65
		Total	<u>\$ 401,278.43</u>

SHAWNEE COMMUNITY COLLEGE

ADDENDUM TO EDUCATION FUND

March 7, 2022

<u>Date</u>	<u>Vendor</u>	
1/31/22	Shawnee Community College Restricted Purposes Fund Ullin, IL 62992	\$20,000.00

To make an inter-fund loan from the Education fund to the Restricted Purposes fund to cover shortage of funds.

Chairman

Secretary

Date

Student Trustee Report - Vacant

Faculty Board Report - March 7th, 2022

This spring has proven to be very active. In addition to the items mentioned below, the faculty, continue to be innovative with regard to curriculum and instruction. The art of teaching with the myriad of new tools available, has now been tested “in the field” over the past few years. Faculty have and continue to spend considerable effort and time ensuring students have access to class material to foster learning unimpeded.

Each teacher has discovered many of the pros and cons inherent to the various modalities/tools that they have employed to deliver instruction. With continued reflection, faculty can further improve the instructional and learning experiences for students. Focus, structure, and good old fashioned one-on-one F2F communication are three items that are always on the top of the list for facilitating quality instruction and strong learning opportunities.

Yours in Education,
Ian Nicolaides
SCEA President

Humanities Department

Dr. Thornsberry spoke to Jesse Smith-Fulia’s SOC 217 class on February 14,2022. The topic was summarizing scholarly articles.

The Celebrating Young Writers Contest is underway. Dr. Thornsberry has received entries from our area high schools and even entries from Michigan and Missouri. Winners will be notified mid-April.

Lee Van Alstine 1) The band enjoyed playing a recent pep band gig. 2) In person choir concert next week as part of honoring Black History Month.3) I visited three High schools to discuss scholarship opportunities, several schools do not have seniors, or very few in their current music program. 4) The music club has purchased 20 tickets to the June 15th showing of the Lion King at The Fox Theatre in St. Louis, currently working on making it a day trip. Plans are ongoing for creating a trip to Memphis with the music club.

Math & Science Department

Dr. Brenda Brown, Dr. Ian Nicolaides and Lori Armstrong received Anatomage Table Training on Feb. 10th.

Sheryl Ribbing, Dr. Ian Nicolaides and Lori Armstrong presented STEM sessions to students at CTE Day on 2/22. The Anatomage table and SI Bridges programs were highlighted.

SI Bridges recruiters were on campus on Feb. 11th and 25th. A two-week intersession SI Bridges program will be held at SIUC from May 23- June 3, 2022 to introduce students to science research and encourage participation in the full SI Bridges research program. Interested students should contact Lori Armstrong for an application. Students who complete this two-week program will be paid a generous stipend of \$1250.

CTE Department

January, 2022—Randy Lingle, Welding instructor, used Perkins funding to purchase a power tilt adjusting foot-controlled Welding Positioner and a Pipe beveling machine. All students enrolled in the Welding department will use them.

January 31-February 1, 2022—Craig Bradley, Astronomy and Computer instructor and sponsor of the local Phi Theta Kappa (PTI) chapter, worked with college employees and PTI members to feed college students and employees when the cafeteria was closed due to a COVID outbreak. The college provided hotdogs, buns, and chips, while PTK provided sodas and water. Ambassadors and staff cooked the hot dogs. Thank you to all that pitched in.

February 2, 2022—Sherrie Malone, Business/Computer/Economics instructor, invited Legence Bank to provide a Zoom presentation to her BUS 155--Personal Finance class regarding banking services. Legence Bank operates several branch offices in Southern Illinois. Sherrie recently adopted Dave Ramsey's College Personal Finance curriculum for this class, which has already transformed students' thought processes about debt, savings, and credit.

February 7, 2022—Anna Davenport, Agriculture instructor, used Perkins funding to purchase the following equipment for the Agriculture department (pictures attached):

- Bovine Skills Bundle—The Cow Model will be used to teach anatomy, including the reproductive system, the digestive system, and udder structures. The Bovine Breeder™ artificial insemination simulator is a unique learning aid for teaching correct cervix manipulation, AI gun positioning, and pregnancy palpation. The students will have hands-on opportunities to practice addressing a variety of major calf issues with the life-sized Calf Simulator. Additionally, use of the Bovine Injection simulator will allow students to learn cattle injection techniques and ear tagging, as well as growth implant basics.
- Hydroponic Microgreens System—This will be used in the greenhouse to allow students hands-on experiences with alternative growing processes. No soil is required.
- Swine Litter Processing Simulators—The four piglet simulators in this kit will be used by students to practice four processing techniques: teeth clipping, castration, tail docking, and ear notching. Four sets of processing tools and supplies are included.

February 8, 2022-- Craig Bradley attended a Paradigm Publishing forum to explore the new books and delivery options for the newer versions of computer software. These are for the Word, Excel, Access, and Business Computer Systems courses.

February 17-18, 2022—Sherrie Malone attended the Illinois Association for Career & Technical Education conference in Bloomington, Illinois. She had the opportunity to attend several cutting-edge sessions including: Everything Artificial Intelligence--Windows 11--Office/Microsoft 365 and the NEW Windows 365, Power and Relevance of Authentic Assessment in CTE, So Much Immersive Technology--Virtual Learning Experiences in CTE, and Grading for Equity. Many conference sessions emphasized incorporating VR/XR via Oculus headsets into classroom instruction. Sherrie attended the face-to-face conference using Perkins funding.

[Return to Agenda](#)

February 22, 2022—All CTE Department faculty (Craig Bradley, Anna Davenport, Wendy Harris, Eric Howard, Randy Lingle, Sherrie Malone, Derek Pender, and Ruth Smith) participated in the college-sponsored CTE Day for in-district high school students. Students were given the opportunities with these hands-on activities:

Agriculture: Practice with the Bovine Artificial Insemination simulator

Automotive: Soldering of wires and practice with a power probe to diagnose electrical circuits

Computers: Creation of program coding for small robots to follow a path, make turns, adjust speed, and change color.

Cosmetology: Practice completing tasks including braiding, clipper over comb, foiling, thermal Beach waves, facial manipulations, nail filing, and nail art.

Criminal Justice: Practice with the Use of Force simulator.

Welding: Practice completing Arc, Mig, and Tig welds.



Home / CTE / CTE Pathway Packages / Bovine Skills Bundle



Bovine Skills Bundle

The Bovine Skills Bundle is a comprehensive solution for teaching many bovine skills. Use the Cow Model to teach anatomy, including the reproductive system, the digestive system, and udder structures. The Bovine Breeder™ artificial insemination simulator is a unique learning aid for teaching correct cervix manipulation, AI gun positioning, and pregnancy palpation. Give students hands-on opportunities to practice addressing a variety of major calf issues with our life-sized Calf Simulator. Additionally, use the Bovine Injection simulator to teach students cattle injection techniques and ear tagging as well as growth implant basics. This bundle includes 5 hands-on resources as well as curricula, presentation slides, activities, and assessments.

Home / CTE / Best Sellers / Hydroponic Lettuce & Microgreens Systems



HydroCycle Pro Vertical Microgreen Systems

Provide your local market with fresh microgreens on a continuous basis. The HydroCycle Pro Vertical Microgreen System allows beginners or professionals to produce high yields of these in demand greens with ease.

Questions? We want to help:
[Live Help](#) [Webinars](#) [Buyer's Guides](#) [FAQ](#)



Home / CTE / Best Sellers / Swine Litter Processing Simulators



Swine Litter Processing Simulators

Give your students hands-on practice processing piglets with our Swine Litter Processing Simulators. Use each of the four piglet simulators in this kit to practice four processing techniques. These techniques include teeth clipping, castration, tail docking, as well as ear notching. Four sets of processing tools and supplies are included. Additionally, incorporate the included curriculum for a complete experience.

[Return to Agenda](#)



President's Report

March 7, 2022

Enrollment Update

	Headcount			Reimbursable Credit-Hours				
	FY22	FY21 (YTD)	% Δ	FY21 (Final)	FY 22	FY21 (YTD)	% Δ	FY21 (Final)
Summer	758	668	13.47%	668	2,996	3,139.5	-4.57%	3,139.5
Fall	1,541	1,632	-5.58%	1,632	12,701	12,589.5	0.89%	12,435
Spring	1,261	1,353	-6.80%	1,773	9,994	11,652	-14.2%	14,168
Total	3,560	3,653	-2.55%	4,073	25,691	27,381	-6.17%	29,743
FY 22 Credit-Hour Budget Projection					33,237	Difference	7,546	

*Data pulled 03/04/2022; State reimbursement is based on credit-hours generated at mid-term.

The following events are noteworthy:

- On 02/01, I participated in a meeting with Larry Mizell (Johnson County Economic Development) and three individuals from the UI-Extension - Jody Johnson, John Shadowens, and Kim Rohling. The purpose of the meeting was to discuss potential partnership and economic development opportunities for Johnson County. Essentially, the individuals listed were interested in SCC establishing an Extension Center presence in the Cold Storage/Warehouse/Distribution Center site in the Johnson County Industrial Park. Several potential ideas were shared and at the end of the meeting, I agreed to have additional conversations about this possibility.
- Facilitated an Executive Council (EC) meeting on 02/03. Topics included: Prioritization Tool Development, Website Development Update, Status of Sub-Council Meetings, and Continuity of Workflow. This was a G3O4SA focused activity. Outcomes of interest are:
 - Faculty assignments to all Councils and Teams are complete. This was done after a thorough review of spring-term faculty workload assignments was complete; therefore, there should be no scheduled conflicts for faculty members.
 - The Student Engagement Coordinator (Erin King) was added as a permanent member to the Cultural Awareness Team.
 - Ginger Harner, as Chair of Academic Affairs Council, will be added to the Executive Council.
 - VP Clark will work with the Facilities Team meeting to identify an alternative monthly meeting timeframe aimed at encouraging greater faculty participation.
 - The College's [Shared Governance](#) website was unveiled. General improvement suggestions were made and feedback was positive. Development will continue.

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- Dr. Teske reviewed the alpha version of a prioritization tool that can be used to help Councils and Team sort through and prioritize their policy responsibilities. At the conclusion of this presentation, the EC decided to continue pilot testing the tool. To that end, each EC member will use the tool on the General A1xx policies identified in the policy disposition list.
- On 02/04, had a meeting with Superintendent Dr. Paige Maginel and Director of Curriculum & Instruction, Ellie Rush of Dongola Schools, to identify a strategy/timeline for establishing an Early College program for Dongola High School Students VP Cather also attended the meeting. At the end of the meeting, the College agreed to develop a draft proposal for consideration and another meeting was scheduled for later in February. This was a G2O1SD and a G4O2SE focused activity.
- On 02/09, I served as a featured panelist/presenter at John A. Logan's Diversity Education and Inclusive Practice program for their Black History Month Keynote event (I was one of three panelist). At this session, I discussed trends, opportunities and challenges in the DEI space and explored strategies for advancing inclusive practice that promoting partnerships across all levels of the educational spectrum. Specific topics included: Diversity leadership in education; resourcing DEI; developing capacity for managing DEI in community college environment; promoting college-level intervention to support DEI in education; and monitoring/evaluating institutional DEI goals/strategies. Approximately 150 students and community members attended the event. This was a G3O1SC focused activity.
- On 02/09, attended the PTK student meeting. I thanked the students for their nomination and support for me to receive the President's Paragon award. Further, I agreed to attend the presentation with them in Denver in April.
- On 02/11, attended a meeting with Community Advisory Committee member, Ron Cross of Anna. Dr. April Teske also attended the meeting. The meeting focused on ways in which the College might continue building on the positive momentum through focused community events. In addition, we discussed potential ways to manage difficult decisions relating to local budget pressures. This was a G1O3SB focused activity.
- On 02/15, was interviewed by Les O'Dell from the Southern. The focus of the interview was to communicate the College's reaction to the Governor's intent to relax masking standards. The result of the interview was a front-page story in the Southern. This was a G1O3 (general) focused activity.

- On 02/16, VP Cather, Anna Davenport (SCC Ag Instructor), and I met with the Superintendent of Century Schools (Landon Sommer) and Brent Miller (CS Ag Instructor) for the purpose of strengthening the relationship between the respective organization's Agriculture programs. The meeting went very well. In fact, the Century Schools Ag program students, under supervision of Mr. Miller, delivered a surprise lunch for the College's employees on 02/23. This was a G2O1SD and a G4O2SE focused activity.
- On 2/23, the College hosted CTE Day for all High Schools located within the District. My role was to welcome both cohorts of students. Several hundred students, faculty, and advisors from all 12 District High Schools attended the event. Verbal feedback from several of the HS administration employees attending was overwhelmingly positive. This was a G2O1SD focused activity.
- Since VP Clark had a scheduling conflict, I agree to facilitated the Administrative Services Council (ASC) meeting on 02/04. Topics included: Review of Council Charge, Election of Chair, Website Development Update, Status of Sub-Council Meetings, and Continuity of Workflow. This was a G3O4SA focused activity. Outcomes of interest are:
 - Dwayne Fehrenbacher was elected Chair.
 - The College's [Shared Governance](#) website was unveiled. General improvement suggestions were made and feedback was positive. Development will continue.
 - Dr. Teske reviewed the alpha version of a prioritization tool that can be used to help Councils and Team sort through and prioritize their policy responsibilities. The policy disposition document was distributed.
 - Training opportunities for Council and Team chairs was discussed. Ultimately, we decided to pause the training discussion until the Council and Team chairs have had to the opportunity to run a few meetings so that training could be more closely focused to their needs. In the meantime, the Shared Governance manual, Dr. Teske, Tina Dudley, and myself will provide resources and support.
- On 02/28, VP Cather, Teale Betts, and I hosted a meeting with Dr. Paige Maginel & Ellie Rush with Dongola Unit School District #66 (DUSD). The purpose of the meeting was to continue discussions and review strategy timeline for the Dual Credit/Early College concept proposed earlier. A draft schedule for several IAI transfer and developmental courses was discussed and agreed to. Essentially, DUSD intends to bus a group of their students to the Main Campus throughout FY23 and integrate those students with SCC's general population of students (i.e. they will pilot test this Early College concept). Several logistical issues were also discussed and solved. At this point, we are planning student/parent orientation meetings and working to resolve the financial/costing constraints. Another meeting will be held in March to resolve these remaining issues. This was a G2O1SD and a G4O2SE focused activity.

- On 03/02, VP Cather and I met with Dr. Kirk Overstreet (President) and Dr. Melanie Pecord, (Provost) at John A. Logan College. The purpose of the meeting was to discuss potential collaborative activities and resolve territorial recruiting concerns. Several areas of collaboration were identified including JALC's willingness to share a workforce-oriented IDOT Highway Construction program, the development of consistent faculty credentialing standards/processes, and willingness to engage in strategies aimed at mitigating potential legislative impact on the quality of our dual credit courses. This was a G1O3 initiative.
- On 03/04, attended the Saints Foundation Board meeting (G4O3SD). The Foundation Directors were presented with the following information:
 - College Audit - No findings.
 - Policy Governance - SCC's Board of Trustees moving to new model, which should alleviate HLC concerns.
 - Shared Governance - College structure has been implemented. There is a place for Foundation policies, procedures, and guidelines. Encouraged the Foundation to share existing and work with Dr. DuFore to engage with the College's structure.
 - Collective Bargaining - The College is attempting an Interest-based approach.
 - Budget - At the beginning stages of developing a new budget process that is built on Government Finance Officer Association (GFOA) best practices.
 - Strategic Plan Update - Annual review and update is in progress and will be presented to the Board in April. Encouraged the Foundation to engage in the process.
- On 03/04, attended the Agriculture Debate hosted by the College's Agriculture students and moderated by Ag Instructor - Anna Davenport. The purpose of this debate was to provide Ag students with the opportunity to use what they have learned in the Agriculture classes so far and present a persuasive rationale that could be used to inform future policy decisions. The topic of the debate was titled, "*Eliminating Animal Products by Converting to a Plant-Based Diet.*" The classes were broken up into two groups - one group was called the Amazing Anchovies (i.e. pro-animal product industry) and the other was called the Kicking Kim-Chi (i.e. pro-plant product industry). Both Teams presented the argument for their position and each Team had an opportunity to respond to the opposing Teams viewpoint. In the end, the audience voted on who's argument they thought was most compelling (The Kicking Kim Chi's won). The losing Team had to taste a product prepared by the winning team. This was a fun event and captured the essence of what College is all about. You can view the debate [here](#) ...please take the opportunity to enjoy this event if you're able. This is a G1O2 general activity.

- Over the course of the month, the following Budget Development Meetings with Senior-Level Team occurred:
 - 02/08 - Reviewed Excel Analysis Tool and the Humanities Department budget
 - 02/17 - Reviewed proposed schedule for Board Finance Team and initial draft of a new College Budget Development process with VP Clark and Brad McCormick.
 - 02/18 - Completed review of Math & Science Department and Nursing & Allied Health Division budgets.
 - 02/24 - Met with VP Clark and Brad McCormick to improve the draft Budget Development timeline and process. Identified several potential policies and procedures that need to be developed.
 - 02/25 - Completed review of remainder of Academic Affairs budgets.

- Additional Community Engagement Meetings not already noted (G103S-All):
 - 02/08 - Attended WBB game against Greenville University. We won 59-41.
 - 02/10 - Attended Anna-Jonesboro Rotary Meeting.
 - 02/22 Attended both the WBB and MBB games against Lincoln Trail College - we won both games WBB was 73-56 and MBB was 63-57. The SCC Pep Band, led by Instructor Lee Van Alstine performed well throughout the evening.
 - 02/23, attended a meeting hosted by Lynne Chambers, Healing Illinois, and the Equal Justice Institute. The focus of the meeting was to continue discussions on activities associated with the tour of the National Civil Rights Museum and the study project. I pledged \$500 to support student travel to the event.

- Miscellaneous Employee Culture Building Activities (G305SE):
 - 02/02, Meet and Greet with Anna Davenport
 - 02/10, Meet and Greet with Kyle Smith
 - 02/15, Meet and Greet with Amanda Hannan
 - 02/16, Meet and Greet with Amanda Hazel
 - 02/16, Meet and Greet with Beatrice Gordon
 - 02/16, Meet and Greet with Ginny Severs
 - 02/17, Hosted Breakfast w/the President (Attended by: Virginia Chamness, Russ Stoup, Sabrina Black, Craig Bradley, Brad McCormick, Darci Cather, Dr. Lisa Price, Chris Clark, Dr. Jeffrey Dufour, Don Koch, David Black, Lora Clark, Ginger Harner)
 - 02/23, Meet and Greet with Betsy Shallenberger
 - 02/23, Meet and Greet with Vicky Cornelissen
 - 02/25, Meet and Greet with Dr. Cara Doerr
 - 02/28, Meet and Greet with Orena Ball
 - 02/28, Meet and Greet with Tiffany Meyers

Contracts, Agreements, MOU's, and Letters of Support signed

- **TRiO SSS Grant Annual Performance Report (USDOE)** - All primary goals and objectives for last program year were met.
- **Illinois Green Economy Network (IGEN) FY22 Sub-Award Grant Application (IGEN)** - \$15,000 to use on College-wide Sustainability efforts. This award is part of our IGEN membership expectations.
- **Requisition (Crowdus)** - \$5,301 for Extra COVID Cleaning.
- **Requisition (Marie Giacomelli)** - \$5,000 for HLC Focused Visit consulting.
- **Requisition (Guamard)** - \$124,989.39 for Simulators supporting the Nursing/Allied Health programs. This was a Delta Health Grant purchase that was approved by the Board at the February 2022 regular Board meeting.
- **Requisition (GT Technologies)** - \$54,000 for Simulators supporting the Nursing/Allied Health programs. This was a Delta Health Grant purchase that was approved by the Board at the February 2022 regular Board meeting.
- **Requisition (DiaMedical)** - \$28,458.98 for Simulators supporting the Nursing/Allied Health programs. This was a Delta Health Grant purchase that was approved by the Board at the February 2022 regular Board meeting.
- **Requisition (JEB Consulting)** - \$7,125 to Jean Ellen Boyd for several weeks of consulting services in the academic affairs area.
- **Requisition (MBS Services)** - \$8,652 for Bookstore POS Software renewal.
- **Requisition (Verizon)** - \$6,755.29 for College Cellphone Usage.
- **Requisition (Centrieva)** - \$11,050 for annual renewal of WEAVE Assessment Software.
- **Requisition (Ellucian)** - \$5,698 for CROA Training.
- **Requisition (Ellucian)** for \$11,396 CROA consulting related to ICCB reporting.

Academic Affairs & Student Learning Report Board of Trustees Report March 7, 2022

Dean of Transfer & Adult Education Programs Report

- The Deans of Transfer and CTE met with CTE faculty on February 10th to provide assistance with ICCB Program of Study development. *(SP Goal 1, Objective 2, Strategy O, and Goal 4, Objective 2, Strategy B)*
- The Dean of Transfer continues to work with the Math Faculty and Department Chair on the ASPIRE Project and co-requisite development for math courses. *(SP Goal 2, Objective 4, Strategies C, D, and F)*
- The Dean of Transfer submitted a grant application to ICCB to receive \$25,000 for co-requisite course development for the Math Department, and completion coach assistance for the Level Up program developed by English faculty. The College will find out in early-March if it is awarded. *(SP Goal 2, Objective 4, Strategies C, D, E, and F)*
- The Dean of Transfer attended a College and Career Readiness Summit at Vienna High School on February 11th. *(SP Goal 4, Objective 2, Strategy C)*
- The Dean of Transfer and Coordinator of High School Partnerships have met several times in February to develop a yearlong dual credit timeline, dual credit handbooks for students/faculty, and examine the Model Partnership Agreement (MPA). *(SP Goal 4, Objective 2, Strategy E)*
- The Dean of Transfer met with the Deans of CTE and Allied Health regarding FY22 ICCB Program Review. The Dean of Transfer developed a 5-year review schedule so programs and areas will know when their review is upcoming. The Dean of Transfer also developed a timeline for FY22 Program Review, and is currently working on an annual timeline for Program Review. *(SP Goal 1, Objective 2, Strategies G, H, K, and L, and Goal 4, Objective 2, Strategy B)*
- The Deans of Transfer and CTE and their staff worked with Erin King to prepare for CTE Day, which was held on-campus Tuesday February 22. Many thanks and much appreciation to SCC faculty and staff for making this day a success!

Coordinator of High School Partnerships and Pathways Report

- Meet and greets continued with district high schools in February.
- The Coordinator of HS Partnerships and Pathways attended the College and Career Readiness Summit at Vienna High School on February 11th.
- The Coordinator and SCC Student Ambassadors attended the boys basketball game at Vienna HS vs. Goreville on February 12th, where they handed out “Shawnee swag” to a packed gymnasium and spoke during halftime.
- The Coordinator and Metro Center Advisor, Kyle Smith, visited Joppa High School to collect scholarship applications for seniors on February 14th.
- The Coordinator assisted Vienna High School seniors in applying for scholarships on February 23rd, and also attended the Vienna High School board meeting on February 24th to talk about Shawnee Community College and its offerings.
- The Coordinator also spoke with juniors and seniors in the Construction Management Program in Marion about the SCC Construction Management program on March 4th.

Director of Adult Education and Alternative Instruction Report

- The Adult Education Program held its Spring Area Planning Council Meeting. Participants from Southern 14 Workforce Investment Board (WIB), Shawnee Development Council, Vienna High School, Dongola High School, University of Illinois Extension, and SCC attended.
- Adult Ed Director, Ginger Harner, gave an update to the ICCB Board in January on behalf of the Illinois Adult Education Advisory Council. Mrs. Harner serves as Chair of the Advisory Council, and is in her 4th year serving on the Advisory Council and her 3rd year as Chair.
- Southern Illinois Adult Ed Directors from SCC, SIC, John A. Logan, Rend Lake and REBOUND are collaborating on an ICAPS Model 2 in the Guest & Environmental Services area. Students will earn multiple short-term credentials in these career areas through this 6-week offering. The collaboration, known as SI TRAIN, will be a model for the state and ICCB is working to assist the team with building policy around shared programming and blended funding.

Nursing and Allied Health

The entire nursing department is pleased with the recent outcome of the Accreditation Commission for Education in Nursing (ACEN) Site Visit held virtually February 2-4, 2022.

- Peer evaluators from Alabama, New York, and New Jersey “visited” the campus through video tours and lectures and Zoom meeting with faculty, staff, administration, students, clinical partners, and the community as they reviewed our Self-Study Report and discussed policies and procedures in place within the institution.
- We were found by the peer reviewers to have met the criterion necessary in all 6 Standards.
- We had minimal areas of needing development and are overall extremely proud of the site visit and overall success of the program.
- It is important to note that while we were, per our peer reviewers, recommended for Accreditation, the Evaluation Review Panel (ERP) will take place June 6-9, 2022 and an actual decision will be made at the August/September Commission Meeting. Our final result will come in late September to early October 2022.
- The entire nursing department appreciates the continued support of faculty, staff, administration and the Board of Trustees through this entire process.

Nursing

- Nursing students are well underway in their clinical rotations at SIH Carbondale, SIH Herrin, St. Francis Medical Center, Lourdes Hospital, and Choate Mental Health Center. Students were able to start their clinical experience at the beginning of February with an updated affiliation agreement with Choate Mental Health in Anna for the first time in at least 2 years.

Enrollment Data Fall 21-Spring 2022:

Beginning of Month	PN (Total FT/PT)	ADN (Total FT/PT)	W/D//F/M* from previous month
August 2021	37	50	
September 2021	34	46	ADN 4 Covid Vaccine WD PN 1 Covid Vaccine WD, 1D
October 2021	34	40	ADN: 6 Covid Vaccine WD
November 2021	31	39	PN: 2F 1D ADN: 1 D
December 2021	31	34	ADN: 3F, 2D
January 2022	28	31	PN: 3F ADN: 3F
February 2022	28	31	

* Withdrawal/Drop/ Fail/ Medical

Allied Health

- On February 7th, the Medical Assistant students started their externships at Rural Health Inc.
 - There are currently 5 students enrolled in the program (Fall 2021 - 6).
- EMT program welcomes new adjunct faculty member/ Lead EMT Instructor Dorie Wilburn
 - teaching Thursday night course
 - experience as a Paramedic
 - highly recommended by Southern Illinois Regional EMS as a Lead Instructor.
- In January, the EMT class registered 9 students. That student count is down to 6 students at present.
- An Emergency Medical Responder course for 2nd 8 weeks was approved by the Illinois Department of Public Health and assigned Randy Grohler as Lead Instructor through Heartland Regional EMS.

Career & Technology Programs

- The Basic Electricity, Computer System & Security Specialist, Criminal Justice programs were notified of their upcoming program reviews later this Spring. Strategic Alignment: Goal 1.2, Strategy O
- Two training sessions were held to acquaint faculty with the new process required for submitting requests for Perkins funded projects and materials. Strategic Alignment: Goal 1.2, Strategy O
- CTE Day was held on February 22nd. Over 300 local area high school students attended. Strategic Alignment: Goal 4.4, Strategy A; Goal 2.1, Strategy G

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Perkins Grant

- The college has 29 applications total for Perkins assistance for the Spring 22 semester; 28 of those students qualified for Perkins assistance with the program of study matching Perkins approved program; 1, however, did not qualify due to her program of study being general associate studies and not falling under Perkins approved courses. Strategic Alignment: Goal 1.2, Strategy O

CPR & Public Safety

- The CPR Program has held 52 classes and served 159 students to date. Held an Instructor Renewal class and Re-certified 2 CPR instructors.
- The Driver Safety Program received and processed 239 participants. 138 participants completed their remediation training and received a certificate of completion.
- February 19, 2022 was the first face-to-face Driver Safety Class this spring. Three students attended.

SBDC & Workforce Development

- Dr. Mason met with the LWIA #26 (Local Workforce Investment Act) representative to begin discussions about a new MOU agreement with the college. Strategic Alignment: Goal 1.3, Strategy G
- Brett Whitnel, Interim Director for the SBDC conducted 2 workshops on Business Financing. Eleven business owners participated. Strategic Alignment: Goal 1.3, Strategy C
- SBDC hosted 10 members of the Johnson County Business Group. Strategic Alignment: Goal 1.3, Strategy C
- SBDC hosted 15 members of the Coalition for Minority Business. Goal 1.4, Strategy D

Darci Cather

Vice-President Academic Affairs

March 7, 2022

Date

**Administrative Services, Board of Trustees Report
March 7, 2022**

Facilities Department

The facilities department has moved several offices. The batting cage has been insulated and some pieces of sheet metal have been replaced. The new fence has been installed on the baseball field and are currently working on installing the new fence on the softball field. Continuing to work with architects for solutions to reduce the amount of humidity at main campus. Bid opening for the additional entrances for the truck driving program at Metro Center are March 3.

Business Service Department

Completed the FY2023 Budget Module Setup in the Colleague system for department managers to enter their FY2023 budget. Attended the Illinois Community College CFO meeting via zoom. Attended the first SCC Business and Finance Team Finance Committee Meeting. Completed final FY2021 audit documentation for auditors. Submitted the 1098t electronic file to the Internal Revenue Service. Completed the transition from Web advisor to Employee Self Service for time entry and leave reporting.

I.T. Department

The IT department completed the core build for the migration to the Ellucian Cloud. This includes the creation of a secure tunnel that will encrypt all data. The nursing lectures are now available to the students online. Shared Governance web pages have been created along with many website updates. Currently working on removing unused network accounts. Worked with Maintenance to complete the office moves.

Bookstore

The SCC Bookstore has been very busy during the month of February selling books to students who started 12-week classes. The Bookstore ran a Valentine's Day Sale with 25% off all clothing from 2/7/22 – 2/14/22. On 2/14/22, the SCC Bookstore sent out a Valentine's Day Trivia Questionnaire via email and awarded the winner, Jonathon VanMeter, a candy basket. The Bookstore also created 15 gift baskets for Sophomore Night on 2/22/22. Currently, the Bookstore is in the process of ordering more Saints Apparel and supplies.

Chris Clark

Vice President of Administrative Services

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Human Resources, Board of Trustees Report March 7, 2022: Submitted by Emily Forthman

I started out February by meeting with an ACEN team member providing her employment documents of the Nursing Staff. The meeting was virtual and she seemed very pleased I was able to show her everything she asked for my sharing my screen or via email. Also, over the past month, I've attended Cabinet meetings, Executive Council, as well as the Safety & Risk team meeting. I have worked to get all of my teams and council started up and chairs have been elected for the Professional Development Team, Employee Relations Team, Cultural Awareness and the Diversity, Equity & Inclusion Council. It was a bit tougher than I thought it would be because employees were nervous about being a leader with the new structure. Many are also new to the college and didn't want to chair something until they were more familiar with the process. So many of the seasoned staff were already chairing another committee and didn't want to take on another, so we had to work through that but were able to get the roles filled. Overall the attendees were ready to be part of the process to make necessary changes to ensure our college is the best it can be.

Some of the recent turnover has caused us to have to hire additional adjuncts to cover classes. Two automotive adjuncts were processed to take over the reigns from Derek Pender. And we held interviews for the Maintenance Technician position as well as the Student Health Specialist position. We are advertising and looking to fill the following:

- Research Associate
- Executive Assistant to Administrative Services/HR
- Director of Business & Workforce Development
- Network Support Specialist
- Adult Ed Career Navigator
- HVAC Maintenance Technician
- Nursing Faculty

Time is still being spent each week ensuring the employees are being tested weekly or providing proof of outside testing. With the help of the Health Coordinator and Dwayne in IT, I receive a report each week of anyone not showing on the list of tests and follow up with each employee to get proof of testing from them or to provide them reminder if they missed. We were down to just 4 Covid positive employees for the month of February which looked much better than our 21 we had in January.

A very helpful meeting that has just started monthly is the IL Community College HR members to discuss agenda items on their mind, so it was great to hear how others have been handling the ever changing Covid mandates as well as helping to keep on top of HR topics on the minds of other HR leaders at colleges. So I'm looking forward to what I'll be able to bring back from other areas as they talk through issues at their campus.

I attended a virtual Four Rivers SHRM meeting which focused on thinking outside the box for employee benefits. It outlined some ideas to use remote work, alternative schedules and reward options which was interesting since that is something my Employee Relations team will be looking at implementing very soon.

Lastly, I met with Epic, our benefits partner to go over compliance items due in 2022 to ensure we have on our radar all the proper tax and benefit notices that are required to be provided throughout the year. She provided me with a great check list with due dates and links to the required notices which is a great tool to use.

Institutional Research, Effectiveness, & Planning Board Report for March 2022
Submitted by: Dr. April Teske

The following report summarizes the more notable activities since the submission of the last Board report (January 27, 2022-February 24, 2022).

- Continued meeting with various staff and leadership to strengthen the use of our infrastructure for collection of KPIs by determining and revisiting what services/data processes we currently have and exploring gaps in data collection and processes for systematic collection of the needed data (2.1.H., 4.1.A., 4.1.E, 4.1.F., 4.3.C., 4.5.B., 4.5.C.).
 - Continued developing a visualization of SCCES and met with staff members to discuss the visualization for refinement, further understanding of SCCES, and clarification of roles.
 - Facilitated discussions about appropriate coding of courses in Colleague for ICCB compliance and internal reporting.
 - Participated in an implementation meeting with SmartEvals and facilitated a meeting with VPs regarding roles and responsibilities.
 - Facilitated an initial meeting of an ad hoc survey committee.
 - Continued work with employees on an event tracking process.
- Continued meeting with departments regarding their upcoming monitoring reports (4.1.A., 4.1.E, 4.1.F., 4.1.G.).
- Participated in ACEN Accreditation conference with administration (1.2.B).
- Completed a Labor Market Analysis and provided programs data to inform review of our current programs, completion of the Programs of Study, planning of CTE Day, and identification of potential new programs (1.2.K.)
- Began working with Dr. Taylor, C. Clark, and B. McCormick regarding Government Finance Officers Association (GFOA) budget process, calendar, and best practices (4.1.B.).
- Continued working with faculty and staff on student academic assessment (4.1.C.)
 - Worked with J. Van Meter and the Student Academic Assessment Team on webpages for student academic assessment.
 - Assisted with the revision of the course assessment plan in course syllabi.
- Continued working on a Senior Administrative Annual Evaluation Tool, aligning it to SCCES and our Strategic Plan (Goal 3)
- Continued preparations for the Community College Survey of Student Engagement (CCSSE) for spring 2022 (2.1.C., 2.1.D., 2.1.F., 2.2, 3.1.C., 4.1.A., 4.5.B.).
- Continued work on a policy evaluation matrix and process with Executive Council (3.4.B.)
- Assisted J. Boyd and J. Van Meter with refining the Shared Governance webpage (3.4.C.)

Public Information & Marketing
No Report

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Saints Foundation Quarterly Report
March 2022
Submitted by: Dr. Jeffrey Dufour, Executive Director

The Saints Foundation has implemented a new mini-grant application that has encourages innovation and sustainable projects for the college. This mini-grant application will range up to \$800.00. The baseball and softball program have requested \$800.00 for their facility and the Ag program has requested \$453.79 for a new printer for their program.

The Saints Foundation in coordination with Dr. Lisa Price has implemented a new Club/Team fundraising request form that will streamline our fundraising on campus.

The Saints Foundation has been meeting with superintendents of local school districts to conduct initial meetings with them to look at their facilities and to speak to the needs of their students and how the Foundation can best assist them. So far meetings have been held with the superintendents of Vienna, Cobden, Joppa, Anna-Jonesboro, and Century school districts. Many positive discussions have taken place. The remaining school districts will be done in the near future.

The Wyndham timeshare that the Saints Foundation had taken ownership last fall is in the process of being transferred back to Buddy Walls. The lack of opportunity to raffle off trips due to the current climate was a major force in this decision. The Foundation does thank Mr. Walls for this generous act.

The Day of Giving date has been established for April 28, 2022 and that will be held on campus. Corey Evitts will be providing the entertainment in the auditorium. Connie will be providing a floating reception in the area adjacent to the auditorium. As of now, this event will be open to 120 people and the event will also be on Facebook live. If you are interested in serving on the committee please stay behind once we are finished today.

Student Affairs Monthly Board Report March 7, 2022

Student Support Services – Amber Suggs

Student Support Services (SSS) has the Spring Semester underway. SSS conducted recruiting efforts to fill the remaining open spots for Spring 2022.

Please see our APR Results for 2020-2021:

Persistence: 85%

Good Academic Standing: 87%

Associate's Degree or Certificate: 45%

Associate's Degree or Certificate and Transfer to a 4-Year Institution: 16%

All outcomes exceed the program's objectives. We are excited to see such great success of our students at Shawnee.

Staff attended the Illinois State TRiO Day Observance held virtually on February 25.

Educational Talent Search – Jipaum Askew

The ETS APR (Annual Performance Report) window for 2020-2021 opened on February 1. ETS administration has begun submitting the report, and ETS staff is in the process of updating and completing student files for APR submission.

Staff collected quarterly grades at Joppa Middle/High Schools (HS) and recruited students at Joppa Middle/High School, Meridian HS, and Egyptian HS. Staff also held one-on-one financial aid and admission meetings with Century HS seniors. In addition, staff provided elementary school students from Cairo and students from Meridian HS with the opportunity to see a live play, *The Life and Times of Dr. Martin Luther King, Jr.*, at the Carson Center in Paducah on January 17.

Athletics – John Sparks

The SAINTS and Lady SAINTS recognized sophomore student-athletes at the last home game before the men's basketball game v. Lincoln Trail. Women's basketball had eight sophomores, and the Men's basketball team had five sophomores. Certificates of Appreciation were presented to Carl Johnson and Jim Childers. Carl Johnson, the men's basketball assistant coach, was recognized for his ten years of service on the sidelines at Shawnee Community College. Jim Childers was recognized for his service as the public-address announcer. He has been the voice of SAINTS Basketball for more than 300 games.

Men's Basketball is currently tied, alongside Southwestern Illinois College for 2nd in Region 24 behind nationally ranked #5 John A. Logan. The SAINTS' current overall record is 16-9, and on

the home court, we are 12-2. The SAINTS final regular season game at John A Logan College was scheduled for February 24 but had to be rescheduled due to inclement weather.

The SAINTS have two All Region /All Conference nominees, Adrian Cohen and Tedrick Washington Jr. We also have a GRAC Sportsmanship Award nominee, Kyonte Holder. Awards will be announced on March 4.

The Lady Saints Basketball team coached by Chevis Thompson have secured a top 5 seed in the Region 24 Tournament. Their overall record is 14-8. The Lady Saints were scheduled to finish the season at John A. Logan on Thursday which was rescheduled due to weather. Tournament play begins Sunday, February 27, 2022.

Saints Baseball coached by Ken Reichert opened their season v. Three Rivers on Valentine's Day. Unfortunately, the Saints lost both games v. Three Rivers 12-2 and 10-3. Their home opener is scheduled for March 5 against Spoon River.

The Lady Saints Softball coached by Kyle Smith lost two games at Southeastern Illinois 10-0 and 12-4 on February 25. The Lady Saints traveled to St. Genevieve to face St. Charles but came up short 9-1 and 11-3. Their current record is 0-4. Their home opener is scheduled for March 3 v. Lincoln Trail.

The Lady Volleyball coaching search is still reviewing applicants.

Recruitment & Enrollment – Dr. Cara Doerr

The scholarship deadline to allow for more student applications to be received. Dr. Capps sent communication to students and high school counselors announcing the deadline extension. Recruitment/Advisement staff are following up with high school students and counselors as well and continuing to assist students submit applications during their weekly visits. Carrie Davis has made arrangements to go to Anna-Jonesboro High School and Egyptian High School to assist students with scholarship applications on February 28th.

Recruitment and Enrollment staff along with other SCC employees attended SCC Admissions Training hosted by Danielle Boyd on February 8th and Recruitment and Communication Expectations hosted by Cara Doerr on February 14th.

All staff volunteered and participated in CTE Day on February 22nd. Carrie Davis and Monica Brahler set up recruitment tables near the gym and in the cafeteria and spoke to students about the many opportunities SCC has to offer.

Advisement & Recruitment

Dr. Doerr has been leading staff to implement a cohesive and consistent recruitment and student communication plan. Recruiters now have scheduled standing weekly visits at each school in their territory and are responsible for moving students through the admission/enrollment funnel. Recruitment staff will follow up with each student within 24 hours of first contact with ongoing

follow-up throughout the admission process. Implementing a process for recruitment staff to maintain an active log of student contacts, touch point dates, and mode of communication, etc. Recruitment/Advisement staff have been visiting each high school counselor a packet of SCC program materials, staff list, curriculum maps, and SCC swag.

Recruitment Territories & Student Advisement Assignments

Union County:

Anna-Jonesboro – Carrie Davis
Cobden – Carrie Davis
Dongola – Carrie Davis
Shawnee HS – Kyle Smith

Johnson County:

Goreville – Greg Sheppard
Vienna – Greg Sheppard

Alexander County:

Egyptian – Carrie Davis
Cairo – Leslie Weldon

Pulaski County:

Century – Monica Brahler
Meridian – Leslie Weldon

Massac County:

Joppa - Kyle Smith
Massac Co. - Kyle Smith

Programs:

Truck Driving – Blake Goforth
Student-Athletes – Kaylyn Meyer

Cara Doerr: Visited and toured the Vienna Center and Vienna High School on February 9th. Visited and toured the Anna and Cairo Extension Centers on February 14th with Lindsay Johnson. Visited Vienna High School to drop off donuts and coffee for HS staff in the main office and toured the Metro Center with Beth Crowe on February 18th. Attended the virtual Aspire – Special Topics Intake meeting on February 18th. Visited Anna-Jonesboro High School on February 23rd, and is scheduled to meet with Century High School on February 24th and Dongola High School on February 25th.

Monica Brahler: Spent time reassigning students and advisors based on territory. Scheduled visit with Century High School on February 24th. Will attend the Du Quoin High School College and Career Fair on behalf of SCC on March 9th.

Carrie Davis: Attended SCC Admissions Training hosted by Danielle Boyd on February 8th. Visited Century High School on February 11th, Egyptian High School on February 17th, Cobden

High School on February 18th, Anna-Jonesboro High School on February 23rd, Egyptian High School on February 23rd, and Dongola High School on February 25th. Attending Marshall County High School's College and Career Fair on February 24th. Attended several SCC and area high school basketball games with SCC Ambassadors. Scheduled to attend Anna-Jonesboro Parent Teacher Conference Night on March 17th and 21st.

Kyle Smith: Attended SCC Admissions Training hosted by Danielle Boyd on February 8th. Visited Joppa High School on February 14th to discuss scholarship opportunities and the application process. Is scheduled to visit Massac County High School every Monday and Joppa High School every Wednesday. Will have scheduled a weekly scheduled visit with Shawnee High School beginning March 4th. Conducting pre-registration at Joppa High School on March 11th and registration on March 28th.

Greg Sheppard: Visited Vienna High School's Health OCC Class on February 10th and discussed Allied Health program opportunities. Is scheduled to visit Goreville High School every Monday beginning February 28th.

Registrar

Danielle Boyd: offered Admissions training to SCC staff on February 8th. Graciously accepted her nomination to Chair the Student Success Team. Attended the virtual Transfer Summit on 2/17 & 2/18. Scheduling National Clearinghouse training for Drs. April Teske and Cara Doerr.

Financial Aid Office

We are excited to announce that Shawnee Community College has been designated as a 2022-2023 Military Friendly School. This status is official as of 2 p.m. on March 7th.

Joined the National Association Student Financial Aid Advisors. NASFAA's primary focus is on information dissemination, professional development, and legislative and regulatory analysis related to federal student aid programs authorized under Title IV of the Higher Education Act of 1965. All staff will complete the financial aid training using modules offered by NASFAA and benefit from the associations guidance and continued professional development opportunities.

February was Financial Aid Awareness Month and Pell Status Day was February 28th. The Financial Aid Office staff made extra efforts to reach out to current and incoming students and encouraged them to complete the FAFSA and the scholarship application.

Lisa Meyer: spoke to the Cobden High School Adult Living class on January 28th and provided them with important information regarding Financial Aid. Reviewed all eligible MAP students and submitted Spring 2022 hours enrolled for payment through GAP Access. Attended SCC Admissions Training hosted by Danielle Boyd on February 8th. Attended the Illinois Student Assistance Commission (ISAC) webinar on February 23rd

Tammy Capps: participated in the Accreditation Commission for the Education of Nursing (ACEN) site visit virtually on February 2nd and answered their questions regarding financial aid. Attended the Veterans Affairs February Office Hours for School Certifying Officials webinar on February 2nd. Attended SCC Admissions Training hosted by Danielle Boyd on February 8th.

Visited Dongola High School on February 9th to go over the FAFSA and how to apply for an FSA ID with the seniors. We also talked about the process to apply for scholarships to meet the March 1st deadline. Attended the Illinois Association of Student Financial Aid Administrators (ILASFAA) & Illinois Student Assistance Commission (ISAC) Operations & Rules Committee meeting virtually on February 15th. Attended the ILASFAA College Awareness and Preparation (CAP) committee meeting virtually on February 22nd. Attended the Illinois Student Assistance Commission (ISAC) webinar on February 23rd

Mandy Hazel: attended SCC Admissions Training hosted by Danielle Boyd on February 8th. Checked all scholarship applicants who had already submitted their scholarship application online to see if they had completed a 2022-2023 FAFSA. An e-mail message was sent to those who had not completed it yet, with instructions on how to either complete the FAFSA or to add our school code. Sent a message to all current students encouraging them to apply for 2022-2023 scholarships using the online scholarship application. Sent a message to all current students encouraging them to apply for 2022-2023 scholarships using the online scholarship application. Sent messages to all high school counselors regarding the number and percentage of their seniors who had submitted a 2022-2023 FAFSA. We offered to assist seniors with their FAFSA either in person or through Zoom. As schools contact us with their preference, we are setting up additional FAFSA completion events.

Student & Community Outreach – Lindsay Johnson

During February, the Anna Center hosted many classes and events. On February 2nd, 3rd, 16th, and 17th, the Anna Center held CPR classes for the CNA class and community businesses. Food Service Sanitation class was held in the conference room on February 7th and 8th. This semester, the Anna Center had three late start classes beginning the week of February 7. Murray State University visited the Anna Center on February 9 to meet with students interested in transferring to MSU after graduating from SCC. Union County Housing Authority set up an informational table on February 16 to let students know of housing options available in Union County. A Driver Safety course was taught on February 17. The Union County CEO board members met in the conference room on February 22. SIUC transfer representative visited the Anna Center on February 23. On February 28, the Regional Office of Education held a meeting for staff in the conference room.

The Cairo Center Coordinator and the SCC Ambassadors participated in a recruitment event during halftime of the Meridian vs. Cobden conference championship game on February 17. The Cairo Center hosted the U of I Extension Center Food Donation Volunteer Orientation on February 22, 2022. IEMA and Shawnee Community College partnered to host a vaccination clinic for students, staff, and the community on February 24. Classroom visit to Cairo High on February 28, 2022. Also, Tech for Seniors will begin on February 24 thru March 17.

The Metro Center held several community events during February. The Metro Center hosted CPR classes on February 3rd, 10th, 17th, and 24th. IEMA and Shawnee Community College partnered to host a Vaccine Clinic for students, staff, and the community on February 23. A Driver Safety class was held at the Metro Center on February 26. A meeting was held at the Metro Center to discuss who will bid on the Truck Driving Training Lot (entrance and exit).

Vienna Extension Center Report

February marked the beginning of the transition for Greg Sheppard as Anna/Vienna Extension Center Coordinator. Tuesdays and Thursdays have been established as days he will be located at Vienna Extension Center. Vienna and Goreville High School students are transitioning to Greg for advisement and recruitment efforts. Greg Sheppard began advisement, testing, and recruitment activities each Monday at Goreville High School starting February 28. Summer and Fall 2022 schedule meetings have taken place, and final approval of the Vienna Extension Center class schedule is awaiting final approval. Contacts are currently being established for Johnson County Business Organizations. The Johnson County Chamber of Commerce has been inactive for several years, and an effort is underway to establish a new Business Organization in Johnson County.

Student Success – Mindy Ashby

The Student Success Department met on January 28, 2022, to discuss student success initiatives for the spring semester. The Department has been utilizing a new communication tool, *Smore*, that monitors student engagement and the analytics of student usage. The last newsletter that included the Student Success Center Tutoring Request Form and Accessibility and Resource Services Application had over 936 views. To date, 25 students have been attending regular tutorial services from the College's professional tutoring staff. The Student Success Department is also sponsoring events for Black History Month. The display case in the main hallway has been decorated, and other activities that include student participation will take place in the cafeteria.

The Testing Center has responded to local high school feedback regarding testing preferences and has been working with those schools to schedule on-campus testing. The consensus is that area high school students prefer the on-campus testing environment and the benefits that come along with visiting the College. The students are given a college tour, snacks, and prizes while on campus. Meridian High School is slated to test at Main Campus on April 14, 2022, and April 28, 2022, to take the Next Generation Accuplacer exam. The Director of Student Success as well as some advisors and administrators, will be visiting Massac County High School on February 17, 2022, to administer the placement test to 127 sophomores.

On February 3, 2022, The Director of Student Success, Mindy Ashby, met with the accreditation body from ACEN to discuss all services offered to students by and through the Student Success Department.

On February 9, 2022, the Director of Student Success, Mindy Ashby, met with the VP of Student Success, Dr. Lisa Price, Director of Recruitment and Enrollment, Dr. Cara Doerr, Coordinator of High School Partnerships and Pathways, Teale Betts, and Director of Community Education and Outreach Centers, Lindsay Johnson, at the Vienna Extension to work on goals and expectations in regard to school recruitment and retention.

Student Engagement Coordinator, Erin King, has been focusing her efforts on the College's annual CTE Day scheduled for February 22, 2022. To date, 291 students have been registered for CTE Day.

Career Service Coordinator, Blake Goforth, has been working on the 2022 Job Fair which has been scheduled to take place on Wednesday, March 16, 2022, at the College's main campus. On February 2, 2022, invitations were sent to 260 potential employers, 18 of whom have already confirmed that they will be in attendance. In addition to the Job Fair, calls and emails have been fielded to add jobs to the College's job opening bulletin and the SCC Job Line on the College's website. In addition, Mr. Goforth has been corresponding with a representative from GradLeaders regarding training on the College's Career Service Program and getting login information updated.

On February 3, 2022, Librarian, Christina Faulkner, met with ACEN accreditors to provide an overview of library resources available to SCC students, including practice nursing exams in Learning Express Library, EBSCOhost, and Ovid Nursing Journals.

On January 4, 2022, equipment checkout began, which coincided with the start of book sales in the SCC Bookstore. The library implemented a new checkout form utilizing a Google Form located in mySCC to streamline the requesting of equipment and the checkout process. As of January 31, 2022, 14 BOT laptops were checked out to students. An additional 14 BOT laptops were checked out and placed in a locked mobile laptop cart to be used in Sherrie Malone's classes. Further: 52 laptops, 62 Jetpacks, and 20 graphing calculators have been issued to students.

Rachel Hannan, Library Assistant, attended the webinar *What the Omicron Variant Means for Your School*. Ms. Hannan also met with a student via Zoom for a total of 45 minutes to provide research paper assistance and guidance with finding and citing articles from the databases.

On January 10, 2022, the interlibrary loan was turned back on. As a result, 88 items were bagged and shipped that same day. For the month, the library loaned 119 of the College's items to other libraries; SCC received 11 items from other libraries to satisfy the College's patrons' requests. The library had an increase in cloudLibrary checkouts during January, with a total of 46 checkouts. Of those 46 checkouts, 28 were audiobooks, and 18 were ebooks.

Student Health/COVID – Kylee Frassato

The Covid-19 surge that hit most of Southern Illinois took a steady decline during the month of February. The number of positive cases drastically declined from, at its peak, 9 cases daily, now down to a steady 0-1 daily. The focus of the Covid team for this month has been on educating the public about the importance of quarantining once symptoms have started. This was done in hopes that we could catch Covid-19 cases early before there was time for unnecessary exposure. The Board also approved the non-compliance guidelines, which took effect this month. Students and staff were notified every week regarding their testing status, and meetings were set up for those who were on their second step. Kylee, the Health Coordinator, is proud to report that no student has gotten past the second step in the reprimand chart because of these outreach efforts,

and no student has had to be excluded from campus activity. A survey was conducted regarding the mask mandate and if students and staff would be receptive to the idea of making masks optional when allowed, and the findings showed overwhelming support for making them optional. As of February 28, 2022, Shawnee Community College will give its students, staff, and visitors the option of wearing a mask while on campus. The Saints Community continues to embrace and accept the ever-changing Covid-19 guidelines with understanding and which speaks volumes about this community's integrity and teamwork.

Student Affairs – Dr. Lisa Price

The biggest event that occurred this past month was office moves. Recruitment and Enrollment moved to the main hall where there is more student visibility. The Veteran's Lounge moved to the financial aid suite of offices and closer to Dr. Tammy Capps, the Veteran's Coordinator. Adult Education staff moved to a location closer to their classrooms. A special thanks to Don Koch, Chris Clark and their staff for all of their hard work and excellent attitudes with the office moves.

All Student Affairs Committee/Council/Team meetings were held in February and chairpersons were chosen. Staff seem to have a better understanding and embracing the process.

Monthly vaccination clinics continue to be held for students, staff, and community members.

Dr. Price attended the final home game for the Men's and Women's Basketball teams. As mentioned in the Athletics report, Sophomore student-athletes were recognized. Carrie Davis along with two student ambassadors and Bernie threw out SCC swag to fans. The SCC Pep Band, led by Lee VanAlstine played.

Dr. Price met with Lindsay Johnson, Mindy Ashby, Teale Betts, and Dr. Cara Doerr to formalize a recruitment and enrollment plan for high schools which includes expectations for involvement with dual credit students.

Dr. Lisa Price

March 7, 2022



Submitted by James Darden
Illinois Community College Trustees Association Liaison

ICCTA Board Highlights

* [Click here to read ICCTA's February 2022 Board Highlights online](#) *

ADVOCACY FEDERAL ISSUES

- Received briefings on community college [federal legislative priorities](#) from First Lady Jill Biden, U.S. Education Secretary Miguel Cardona, U.S. Labor Secretary Martin Walsh, and Association of Community College Trustees president/CEO Jee Hang Lee;
- Hosted a [virtual forum with U.S. Sens. Dick Durbin and Tammy Duckworth](#) on short-term Pell grants, the BASIC Act, the nursing shortage, and the Dream Act;
- Learned that community college representatives participated in 40 meetings with Illinois members of Congress; and
- Welcomed Carrie Warick-Smith, ACCT's new vice president of public policy.

STATE ISSUES

- Discussed state legislation that may impact local control of community colleges:
 - [House Bill 4361](#) (sets \$1,333/credit hour as the minimum salary for adjunct faculty);
 - [House Bill 4436](#) (allows a non-board member to serve as board secretary; permits community colleges to spend down Working Cash Funds to zero);
 - [House Bill 5315](#): (requires advance notice of course enrollments to adjunct faculty; provides free parking for adjuncts for the academic term)
 - [House Bill 5573](#): (sets a minimum salary for non-teaching staff of \$20/hour for the 2022-2023 academic year, rising to \$22 for the 2024-2025 academic year)
 - [Senate Bill 3856](#): (requires colleges to provide free course material)
- Were updated on Gov. JB Pritzker's [proposed Fiscal Year 2023 state budget](#), which includes a 5% increase in community college funding, expanded Monetary Award Program grants for short-term certificates, and \$25 million to create a Healthcare Pathway for frontline healthcare employees;
- Heard that ICCTA and the Illinois Council of Community College Presidents issued a [joint statement](#) in support of Gov. Pritzker's FY23 budget request;
- Discussed the 7th Judicial Circuit Court ruling that reduces K-12 schools' ability to require masks and vaccinations for students, faculty, and staff. The Illinois Community College Board recommends that colleges "stay the course" since the order currently only applies to K-12 schools; and
- Announced that ICCTA will present a special 'back home lobbying' award to the ICCTA region that logs the most legislative contacts by the association's June convention.

MEMBER ENGAGEMENT

- Presented the 2022 Michael S. Monaghan Meritorious Service Award to J. Noah Brown, retired president/CEO of the Association of Community College Trustees;
- Adopted two amendments to the ICCTA Operations Manual that formalized the guidelines and criteria for the Gregg Chadwick Student Service Scholarship and removed the age requirement for the ICCTA Lifelong Learning Award;

[Return to Agenda](#)

- Were informed of Moraine Valley Community College's pilot program to train students as Election Technicians, building on coursework in civics, cybersecurity, and election technology issues;
- Learned that ACCT's toolkit for 2022 National Community College Month in April will be available soon; and
- Acknowledged the in-person and virtual participation of the following colleges in ICCTA's February 7-8 activities: Black Hawk, City Colleges/Malcom X, Danville, DuPage, Elgin, Harper, Heartland, Highland, Illinois Central, Joliet, Kaskaskia, Lake County, Lake Land, Lewis and Clark, Lincoln Land, Logan, Moraine Valley, Morton, Oakton, Parkland, Prairie State, Richland, Sauk Valley, South Suburban, Southeastern, Spoon River, and Waubonsee.

Board Memorandum

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff:
RE: Approval of FY21 Audit
Date: 03.07.22

Background: Pursuant to [110 ILCS 805/3-22.1](#) of the Public Community College Act, each year the College is required to conduct a financial audit. Illinois Community College [Administrative Rule 1501.503](#) prescribes that “a copy of the annual external audit shall be submitted electronically to ICCB on or before December 30 following the close of the fiscal year.” This year, because of late guidance from the Department of Education on how to complete the compliance testing for the CARES act, ICCB has extended the submission deadline to March 31, 2022.

The final Audit was received by the College on March 3, 2022. A copy of the final Audit was sent to all Trustees on March 4, 2024. The audit was reviewed in detail by the College’s CEO, CFO, and Financial Consultant, Brad McCormick. The Audit indicated that there were no adverse findings and the College is following generally accepted accounting principles.

Furthermore, in conjunction with the College audit process, the Auditor (Martin-Hood), also conducted an audit of the Saints Foundation. In general, the auditor found the Saints Foundation is following generally accepted accounting principles, but did identify two audit findings. One was classified as a *significant deficiency*, which related to separation of duties and the other was classified as a *material weakness* related to an account classification procedure.

The College’s Auditor, Martin-Hood, will be available to answer any questions the Board might have about the audit process and findings.

Recommendation: I recommend the Board accept the College FY21 Audit and authorize the CFO to submit the audit to the Illinois Community College Board (ICCB), pursuant to ICCB Administrative Rule 1501.503.

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff:
RE: Bylaw 4001 (Board Policy Governance Commitment)
Date: 03.07.22

Background: In October 2018, a Higher Learning Commission (HLC) Peer Review Team performed a mid-cycle review of the College's compliance with HLC accreditation standards. In that review, the College received a "met with concern" rating for its shared governance practices.

Pertaining to the Board's role within a shared governance environment, Criterion 2C identifies HLC expectations of Board performance. Specifically related to the 2018 mid-cycle review of Criterion 2C, the HLC Peer Review Team noted, "*Feedback received during the visit indicated that Board members may not be adhering to their own policy: The Board will select the President who will be the chief executive officer of the College and be directly responsible to the Board for its total administration. In that Board members were reported to have been involved in day-to-day operations of the college through direct meetings and conversations related to the operations of the college with personnel other than the President.*"

At that point, the HLC Peer Review Team recommended the Board consider moving to a policy governance model. This recommendation was affirmed by both the November 2019 Focused Review Team and the November 2021 Focused Review Team.

To facilitate this process, in May 2021, the Board appointed a Policy Committee (consisting of Trustees Mike McMahan, Deborah Shelton-Yates, and Andrea Witthoft) to develop and recommend new Board policies using a policy governance framework. Further, the Board directed the Board Policy Committee (BPC) to ensure all recommended policies and bylaws reflected compliance with all statutory requirements and also supported the College's mission, vision, values, and strategic goals.

The work of the BPC, which began in June 2021, was concluded in August 2021. The BPC presented their recommendations to the full Board at the September 2021 Regular Board Meeting. Embedded in these recommendations (specifically in Bylaw B4001) is the opportunity for the Board to demonstrate a commitment to a policy governance structure.

At this point, the BPC's recommendations have been thoroughly reviewed by the full Board throughout the Fall 2021 semester... and also at both the January 2022 and February 2022 regular Board meetings. Therefore, it would be appropriate for the Board to formally adopt a commitment to govern using policy governance principles.

Recommendation: I recommend the Board adopt proposed Bylaw 4001, which confirms the Board's commitment to govern using policy governance principles.

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff:
RE: Board Policy Manual (Sent Separately)
Date: 03.07.22

Background: As noted in the previous agenda item, a fundamental purpose of the Board Policy Committee (BPC) was to develop and recommend new policies/bylaws that support the Board's commitment to govern with policy governance principles.

To that end, the BPC developed and recommended, at the September 2021 regular Board meeting, 72 new (or significantly revised) Board policies (sent under a separate cover). These policies assume the Board's intent to adopt a policy governance structure, which was confirmed with the approval/adoption of Bylaw 4001.

As a collective, these new policies reflect a historically significant and monumental update to the Board's roles, responsibilities, and operations identified in the current Full-Time Employee Policy Manual (a.k.a. College Policy Manual... a.k.a. Board Policy Manual). Essentially, these new policies effectively replace the section of the current policy manual titled, "*Article III -Bylaws and Internal Operation of the Board of Trustees.*"

Again, at this point, the BPC's recommendations have been thoroughly reviewed by the full Board throughout the Fall 2021 semester... and also at both the January 2022 and February 2022 regular Board meetings. All policies have been updated to reflect input received from the Board throughout this review process. Therefore, it would be appropriate for the Board to formally adopt these new policies, effectively creating a new Board Policy Manual. In addition, since the BPC's work is concluded, it would be appropriate for the Board to formally dissolve this ad hoc Committee.

Recommendation - 1: I recommend the Board approve and adopt the new policies, as presented.

Recommendation - 2: I recommend the Board dissolve the Board Policy Committee.

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff:
RE: Administration of Full-Time Employee Policy Manual
Date: 03.07.22

Background: Given the Board's commitment to implement a policy governance structure coupled with the adoption of new Board policies, the authority and responsibility for the remaining operational policies and procedures identified in the Full-Time Employee Policy Manual need to be assigned to the President.

Specifically, the authority and responsibility to administer the following sections of the current Full-Time Employee Policy Manual will be assigned to the President:

- Article I - Mission and Goals of The Illinois Board of Higher Education and Illinois Community College Board
- Article II - Philosophy, Values, Missions, and Goals Statement For Shawnee Community College
- Article IV - General Information
- Article V - Administration of the College
- Article VI - Employees
- Article VII - Business Operations of the College
- Article VIII - Students

By doing so, the Board will take an enormous step towards full compliance with HLC's expectations outlined in Criterion 2C Subcomponent 5, which states, "*The governing board delegates day-to-day management of the institution to the institution's administration and expects the institution's faculty to oversee academic matters.*"

In addition, new Board Policies B2002, B2005, and B3010 provide Board direction on how the President will administer these policies. Specifically, the B2002 President Accountability policy states the President, "*Develops and approves Administrative Policies, Rules and Guidelines needed for effective College operation in the achievement of the Board's Strategic Outcome policies. **Administrative Policies, Rules and Guidelines will be shared with the Board as points of information.***"

Policy 2005 Participation in Local Decision-Making requires the President "*to develop and implement a collaborative decision-making system (i.e. shared governance process) for College administrative and operational practices.*"

Finally, B3010 Communication and Counsel to the Board requires the President to communicate with the Board on matters relating to the Board's **oversight** and fiduciary roles.

Recommendation: I recommend the Board assign the authority and responsibility of administering the current Full-Time Employee Policy Manual to the President.

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chris Clark
RE: FY23 Tuition & Universal Fee Rates
Date: 03.07.22

Background: Consistent with [110 ILCS 805/Art. VI](#) of the Illinois Community College Act, and **Section 1501.505** <https://www.ilga.gov/> of the Joint Committee on Administrative Rules, it is the Board's responsibility to establish tuition rates. Historically, the Board considers tuition changes for the subsequent fiscal year, prior to the printing of the College Catalog and beginning of summer registration. Generally, the Board's consideration for tuition changes is informed by research and recommendations received from the College's CEO and CFO. Since the College Catalog will be finalized in March, and summer registration will commence shortly, it would be appropriate for the Board to consider tuition changes now.

Currently, the College's tuition and universal fee rates are:

- In-District - \$125 per credit-hour (waived for residents 60 and over.)
- Online & Interactive Video Tuition - \$135 per credit-hour
- Contiguous County - \$125 per credit-hour
- Out-of-District - \$200 per credit-hour
- Out-of-State & International - \$209 per credit-hour
- Technology Fee - \$15 per credit-hour
- Transcript Fee - \$5
- Returned Check Fee - \$10

Given the impact of COVID on our community and the research (attached) completed on statewide tuition changes, the College suggests the following tuition and universal fee rates for FY23:

- In-District - \$125 per credit-hour (waived for residents 60 and over.)
- Online & Interactive Video Tuition - \$135 per credit-hour
- Contiguous County - \$125 per credit-hour
- Out-of-District - **\$210** per credit-hour
- Out-of-State & International - **\$220** per credit-hour
- Technology Fee - \$15 per credit-hour
- Transcript Fee - \$5
- Returned Check Fee - \$10

Note: the increases to the Out-of-District (the college will set the out-of-district rate for all other credit instruction offered by the college at a minimum of 1.5 times the highest in-district tuition rate of any of its neighboring contiguous Illinois Community College districts); Out-of-State (the college will set out-of-state tuition rates for all other credit instruction offered by the college at a minimum of 1.67 times its in-district tuition rate) and International tuition rates are required by ICCB formula.

Recommendation: I recommend the Board adopt the tuition and universal fee rates presented for FY23, as presented. These changes would be effective with the start of Fall 2022 semester.

TUITION

7310

ARTICLE VII - BUSINESS OPERATIONS OF THE COLLEGE

7000

In-District Tuition

The Board of Trustees will set the tuition rates for in-district residents including variable rates for each of its programs as prescribed in Section 6-2 of the Illinois Community College Act.

Out-of-District Tuition

1. The college will use the calculation for out-of-district tuition for chargeback purposes as prescribed in Section 6-2 of the Illinois Community College Act. The depreciation rate used in the out-of-district tuition calculation for capital expenditures for equipment and temporary buildings shall be 12.5 percent each year for eight years and for permanent facilities 2 percent each year for 50 years.
2. The college will use the variable tuition provision in Section 6-4 of the Illinois Community College Act to set market-driven, out-of-district tuition rates for courses offered via Internet, correspondence, and other distance learning modes.
3. The college will set the out-of-district tuition rates for adult basic education, adult secondary education, and English as a second language courses for students who do not meet eligibility requirements in 105 ILCS 5/10-22.20 of the Illinois School Code.
4. The college will charge in-district tuition to a student who is an out-of-district resident but who is employed for at least 35 hours per week by an entity located in the district or is enrolled in a course that is being provided under terms of a contract for services.
5. The college will enter into cooperative agreements for instruction with its neighboring districts for any or all other programs to provide increased access to education for their students and may charge in-district tuition rates for students from any district within the cooperative agreement.
6. The college will set the out-of-district tuition rate for all other credit instruction offered by the college at a minimum of 1.5 times the highest in-district tuition rate of any of its neighboring contiguous Illinois community college districts.

Out-of-State Tuition

1. The college will use the variable tuition provision specified in Section 6-4 of the Illinois Community College Act to set market-driven, out-of-state tuition rates for courses offered via Internet, correspondence, and other distance learning modes.
2. The college will set the out-of-state tuition rates for adult basic education, adult secondary education, and English as a second language courses for students who do not meet eligibility requirements in 105 ILCS 5/10-22.20 of the Illinois School Code.
3. The college will charge in-district tuition to a student who is an out-of-state resident but who is employed for at least 35 hours per week by an entity located in the district or is enrolled in a course that is being provided under terms of a contract for services between the employing entity and the college.
4. The college will set out-of-state tuition rates within interstate agreements for instruction with out-of-state institutions in accordance with the agreement, subject to approval by the ICCB.
5. The college will set out-of-state tuition rates for all other credit instruction offered by the college at a minimum of 1.67 times its in-district tuition rate.

Out-of-Country Tuition

The Board of Trustees will set the tuition rates for out-of-country residents using the same policies as for out-of-state residents described in subsection (c) of this Section.

Illinois Community Colleges Tuition and Universal Fee Rate Information - In District (2023)									
	In-District			In-District			FY23	FY23	FY23
	#REF!			#REF!			(Preliminary)	(Preliminary)	(Preliminary)
	Tuition	Fee	Total	Tuition	Fee	Total	Tuition Increase	Fee Increase	% Increase
BLACK HAWK	149.00	0.00	149.00	159.00	0.00	159.00	\$10.00	\$0.00	6.71%
CHICAGO	146.00	0.00	146.00	146.00	0.00	146.00	\$0.00	\$0.00	0.00%
DANVILLE	145.00	25.00	170.00	150.00	25.00	175.00	\$5.00	\$0.00	2.94%
DUPAGE	108.00	30.00	138.00	108.00	30.00	138.00	\$0.00	\$0.00	0.00%
ELGIN	132.00	0.00	132.00	132.00	0.00	132.00	\$0.00	\$0.00	0.00%
HARPER	133.50	19.00	152.50	133.50	19.00	152.50	\$0.00	\$0.00	0.00%
HEARTLAND	159.00	10.00	169.00	159.00	10.00	169.00	\$0.00	\$0.00	0.00%
HIGHLAND	146.00	40.00	186.00	151.00	40.00	191.00	\$5.00	\$0.00	2.69%
ILLINOIS CENTRAL	155.00	0.00	155.00	160.00	0.00	160.00	\$5.00	\$0.00	3.23%
ILLINOIS EASTERN	100.00	37.00	137.00	100.00	37.00	137.00	\$0.00	\$0.00	0.00%
ILLINOIS VALLEY	125.60	7.40	133.00	125.60	7.40	133.00	\$0.00	\$0.00	0.00%
JOLIET	113.00	35.00	148.00	113.00	35.00	148.00	\$0.00	\$0.00	0.00%
KANKAKEE	146.00	19.00	165.00	146.00	19.00	165.00	\$0.00	\$0.00	0.00%
KASKASKIA	136.00	16.00	152.00	136.00	16.00	152.00	\$0.00	\$0.00	0.00%
KISHWAUKEE	147.00	17.00	164.00	147.00	17.00	164.00	\$0.00	\$0.00	0.00%
LAKE COUNTY	125.00	22.00	147.00	125.00	22.00	147.00	\$0.00	\$0.00	0.00%
LAKE LAND	110.50	32.17	142.67	110.50	32.17	142.67	\$0.00	\$0.00	0.00%
LEWIS & CLARK	125.00	23.00	148.00	125.00	23.00	148.00	\$0.00	\$0.00	0.00%
LINCOLN LAND	134.50	16.00	150.50	137.50	16.00	153.50	\$3.00	\$0.00	1.99%
LOGAN	133.00	5.00	138.00	140.00	5.00	145.00	\$7.00	\$0.00	5.07%
MC HENRY	111.50	16.75	128.25	111.50	16.75	128.25	\$0.00	\$0.00	0.00%
MORAIN VALLEY	131.00	22.00	153.00	134.00	22.00	156.00	\$3.00	\$0.00	1.96%
MORTON	130.00	40.00	170.00	130.00	40.00	170.00	\$0.00	\$0.00	0.00%
OAKTON	136.25	5.00	141.25	136.25	5.00	141.25	\$0.00	\$0.00	0.00%
PARKLAND	162.50	20.50	183.00	162.50	20.50	183.00	\$0.00	\$0.00	0.00%
PRAIRIE STATE	143.50	30.50	174.00	143.50	30.50	174.00	\$0.00	\$0.00	0.00%
REND LAKE	110.00	25.00	135.00	110.00	25.00	135.00	\$0.00	\$0.00	0.00%
RICHLAND	139.00	14.00	153.00	142.00	14.00	156.00	\$3.00	\$0.00	1.96%
ROCK VALLEY	117.00	15.00	132.00	117.00	15.00	132.00	\$0.00	\$0.00	0.00%
SANDBURG	175.00	0.00	175.00	175.00	0.00	175.00	\$0.00	\$0.00	0.00%
SAUK VALLEY	139.00	16.00	155.00	143.00	16.00	159.00	\$4.00	\$0.00	2.58%
SHAWNEE	125.00	15.00	140.00	125.00	15.00	140.00	\$0.00	\$0.00	0.00%
SOUTH SUBURBAN	152.00	17.75	169.75	152.00	17.75	169.75	\$0.00	\$0.00	0.00%
SOUTHEASTERN	106.00	30.00	136.00	106.00	34.00	140.00	\$0.00	\$4.00	2.94%
SOUTHWESTERN	113.00	9.00	122.00	113.00	9.00	122.00	\$0.00	\$0.00	0.00%
SPOON RIVER	149.00	25.00	174.00	149.00	25.00	174.00	\$0.00	\$0.00	0.00%
TRITON	138.00	16.00	154.00	138.00	16.00	154.00	\$0.00	\$0.00	0.00%
WAUBONSEE	132.00	8.00	140.00	132.00	8.00	140.00	\$0.00	\$0.00	0.00%
State Average	\$133.65	\$17.87	#####	\$134.84	\$17.98	\$152.81	\$5.00	\$4.00	3.21%
						100.85%	(of those responding)		
Note: Fees are paid by all students									
							Tuition	Fees	Total
							9	1	10

Regional College Tuition & Fee Schedule for FY22												
College	In-District	Out-District	Out-State	Border County	International	Online Tuition	Online Fee	Technology Fee	Student Fee	Facility Fee	*Projected Cost for 3CH	Projected Cost for 3CH Online
Shawnee (FY21)	\$125CH	\$188CH	\$209CH		\$209CH	\$125CH	\$30 Course	\$15CH			\$420	\$450
Shawnee (FY22)	\$125CH	\$200CH	\$209CH		\$209CH	\$135CH		\$15CH			\$420	\$450
Shawnee (FY23)	\$125CH	\$210CH	\$220CH		\$220CH	\$135CH		\$15CH			\$420	\$450
JA Logan	\$133CH	\$188CH	\$222CH		\$222CH	\$146CH		\$5CH	\$40 (3-6 cr) \$65 (6+ cr)		\$454 (3-6 cr) \$479 (6+ cr)	\$493 (3-6 cr) \$518 (6+ cr)
Rend Lake	\$110CH	\$175CH	\$200CH		\$200CH	\$110CH		\$25CH			\$405	\$405
Southeastern	\$106CH	\$172CH	\$180CH	\$136CH	\$188CH	\$106CH	\$25 Course \$45 Course	\$13CH	\$2CH	\$15CH	\$408	\$433 \$453
Southwestern	\$113CH	\$204CH	\$113CH			\$113CH					\$339	\$339
Three Rivers	\$101CH	\$142CH	\$142CH	\$142CH	\$142CH	\$142CH		\$51CH	\$24CH*		\$528	\$651
WKCTC	\$179CH		\$627CH	\$358CH		\$179CH	\$20CH	\$8CH			\$561	\$621
ICCB Cohort (All College's generated less the 36K Reimbursable Credit-Hours in FY22)												
Carl Sandburg	\$175CH	\$262CH	\$292CH	\$292CH	\$292CH	\$175CH			\$25 Sem.		\$550	\$550
Highland	\$146CH	\$244CH	\$244CH	\$244CH			\$146/\$244	\$22CH	\$18CH		\$558	\$704/\$802
John Wood	\$163CH	\$273CH	\$273CH	\$244CH	\$273CH	\$193CH					\$489	\$579
Sauk Valley	\$139CH	\$360CH	\$402CH		\$402CH	\$139CH			\$16CH		\$465	\$465
Spoon River	\$145CH	\$336CH	\$372CH		\$372CH	\$200CH			\$25CH		\$510	\$675

*Three Rivers is now charging a student resource fee of \$24 per credit hour but this allows students immediate access to all required digital and physical course materials on the first day of classes, including textbooks, online access to digital course materials through Blackboard, lab kits, required course supplies, as well as other resources

Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Darci Cather
RE: FY23 Course Fee Rates
Date: 03.07.22

Background: College policy 7315 states, *“Based on the cost of materials and services and for the smooth functioning of the College, the President shall recommend all fees, and fee charges to the Board of Trustees for ratification prior to March 30 to be effective with the fall semester.”*

To facilitate this process, the faculty responsible for these courses, Faculty Chairs, the CAO, and the CFO reviewed, provided input, and made recommended changes to the attached course fee list for FY23.

There are 236 courses on the list. Fees for 195 courses are recommended to be the same as FY22 fees (i.e. no change). Fees for 18 courses are recommended fee reduction or elimination. Fees for 21 courses have recommended fee increases. Of these 21 courses, 7 are new courses. The courses with recommended fee increase have a verified cost accounting rationale.

Recommendation: I recommend the Board adopt the course fee rates presented for FY23. These changes would be effective with the start of the Fall 2022 semester.

Course	Fee FY2022	AR Code	Fee FY2023	Rationale
ACC 111	\$15.00			
ACC 112	\$15.00			
ACC 199	\$15.00	INS		
ADN 222		FENUR	\$120.00	Add fee for EHR-Go program
ADN 223		FENUR	\$320.00	Add Kaplan fee to 223, remove from 232 below
ADN 232	\$320.00	FENUR	\$0.00	Change to ADN 223 (first year Med-Surg)
ADN 237	\$15.00	LAB	\$0.00	
ADN 239	\$30.00	INS	\$15.00	Cost for insurance per year is \$15
	\$25.00	LAB	\$40.00	Moving \$15 lab fee from ADN 237 to this course
	\$320.00	FENUR		
ADN 242		FENUR	\$320.00	Add Kaplan fee to 242, remove from 245 below
ADN 245	\$320.00	FENUR	\$0.00	Change to ADN 242 (first year Med-Surg II) to capture full fee for part time student
ADN 247		LAB	\$10.00	Add fee to cover course supplies and medical supply cost increase
SCC ADN		INS	\$15.00	Cost for insurance per year is \$15
		FENUR	\$120.00	Fee for 2nd year/Part time and EHR-Go fee (annual)
AGR 111	\$30.00	LAB		
AGR 112	\$30.00	LAB		
AGR 113	\$30.00	LAB		
AGR 115	\$25.00	LAB		
AGR 119	\$15.00	LAB		
AGR 197	\$15.00	INS		
AGR 272	\$20.00	LAB		
AGR 224	\$20.00	LAB		
AGR 228	\$10.00	TRAVEL		
AGR 235	\$15.00	LAB		
AGR 239	\$10.00	TRAVEL		
ART 111	\$10.00	LAB		
ART 112	\$15.00	LAB		
ART 113	\$20.00	LAB		
ART 115	\$15.00	LAB		
ART 120	\$10.00	LAB		
ART 121	\$15.00	LAB		
ART 211	\$10.00	LAB		
ART 212	\$15.00	LAB		
ART 213	\$20.00	LAB		
ART 215	\$15.00	LAB		
ART 220	\$10.00	LAB		
ART 221	\$8.00	LAB		

Course	Fee FY2022	AR Code	Fee FY2023	Rationale
AST 111	\$20.00	LAB		
AST 112	\$20.00	LAB		
AUT 122	\$30.00	LAB		
AUT 129	\$30.00	LAB		
AUT 130	\$30.00	LAB		
AUT 131	\$30.00	LAB		
AUT 132	\$30.00	LAB		
AUT 133	\$30.00	LAB		
AUT 135	\$30.00	LAB		
AUT 136	\$30.00	LAB		
AUT 137	\$30.00	LAB		
AUT 138	\$30.00	LAB		
AUT 139	\$30.00	LAB		
AUT 150	\$30.00	LAB		
AUT 197	\$15.00	INS		
AUT 225	\$30.00	LAB		
AUT 230	\$30.00	LAB		
BEL 161	\$30.00	LAB		
BEL 162	\$30.00	LAB		
BEL 163	\$30.00	LAB		
BEL 164	\$30.00	LAB		
BEL 165	\$30.00	LAB		
BEL 166	\$30.00	LAB		
BIO 111	\$40.00	LAB		
BIO 115	\$40.00	LAB		
BIO 210	\$50.00	LAB	-	Course no longer offered; replaced with BIO 221
BIO 213	\$30.00	LAB		
BIO 214	\$14.00	LAB		
	\$20.00	TRAVEL		
BIO 216	\$30.00	LAB		
BIO 221		LAB	\$40.00	Course replaces BIO 210 and had dissection and microscopy
BIO 222		LAB	\$40.00	Course replaces BIO 215 and has a F2F lab. BIO 215 had virtual labs (and no lab fee)
BUS 121	\$15.00	LAB		
BUS 124	\$15.00	LAB		
BUS 195	\$15.00	INS		
BUS 230	\$15.00	LAB		
CEP 198	\$55.00	LAB		
CEP 199	\$55.00	LAB		

Course	Fee FY2022	AR Code	Fee FY2023	Rationale
CHE 111	\$40.00	LAB		
CHE 113	\$40.00	LAB		
CHE 114	\$40.00	LAB		
CHE 115	\$40.00	LAB		
CNA 120	\$15.00	INS		
	\$250.00	LAB		
COM 111	\$30.00	LAB		
COM 189	\$15.00	LAB		
COM 190	\$15.00	LAB		
COM 201	\$22.00	LAB		
COM 218	\$15.00	LAB		
COM 227	\$27.00	LAB		
COM 231	\$25.00	LAB		
COM 233	\$25.00	LAB		
COM 239	\$25.00	LAB		
COM 241	\$15.00	LAB		
COM 244	\$30.00	LAB		
COM 246	\$15.00	LAB		
COM 261	\$25.00	LAB		
COM 265	\$25.00	LAB		
COM 280	\$30.00	LAB		
COM 281	\$30.00	LAB		
COM 283	\$30.00	LAB		
COS 150	\$19.00	INS		
COS 151	\$420.00	LAB		
COS 153	\$420.00	LAB		
COS 155	\$420.00	LAB		
COS 157	\$420.00	LAB		
COS 159	\$210.00	LAB		
	\$60.00	LAB		
COS 190	\$19.00	INS		
	\$120.00	LAB		
COS 220	\$19.00	INS		
	\$60.00	LAB		
COS 221	\$60.00	LAB		
CPR 120	\$5.00	LAB		
DSL 140	\$25.00	LAB		
DSL 145	\$25.00	LAB		

Course	Fee FY2022	AR Code	Fee FY2023	Rationale
DSL 150	\$25.00	LAB		
DSL 155	\$25.00	LAB		
DSL 160	\$25.00	LAB		
ECE 101	\$36.00	LAB	\$30.00	Reduce to \$30.00 to match current charges.
ECE 199	\$55.00	LAB		SCC no longer offers this course.
ECO 211	\$35.00	TRAVEL	\$0.00	Remove due to lack of student interest in the trip to tour the Federal Reserve in St. Louis.
EDU 110	\$36.00	LAB	\$30.00	Reduce to \$30.00 to match current charges.
EMR 118	\$20.00	INS	\$15.00	Insurance cost per student is only \$15
EMT 160	\$20.00	INS	\$15.00	Insurance cost per student is only \$15
EST 140	\$19.00	INS		
EST 141	\$420.00	LAB		
EST 143	\$420.00	LAB		
EST 145	\$420.00	LAB		
EST 147	\$420.00	LAB		
HAC 111	\$50.00	LAB		
HAC 113	\$50.00	LAB		
HAC 130	\$50.00	LAB		
HAC 160	\$20.00	LAB		
HAC 211	\$50.00	LAB		
HAC 212	\$50.00	LAB		
HAC 213	\$20.00	LAB		
HAC 220	\$20.00	LAB		
HAC 230	\$20.00	LAB		
HAC 260	\$55.00	LAB		
HEA 160	\$18.00	LAB		
HEA 260	\$50.00	LAB		
IMS 121	\$15.00	LAB		
IMS 122	\$15.00	LAB		
IMS 127	\$15.00	LAB		
IMS 228	\$15.00	LAB		
IMS 191	\$15.00	INS		
IMS 192	\$15.00	INS		
IMS 197	\$15.00	INS		
IMS 223	\$15.00	LAB		
IMS 226	\$10.00	LAB		
IMS 227	\$15.00	LAB		
IMS 229	\$15.00	LAB		

Course	Fee FY2022	AR Code	Fee FY2023	Rationale
IMS 236	\$15.00	LAB		
IMT 143	\$18.00	LAB		
IMT 144	\$18.00	LAB		
IMT 145	\$18.00	LAB		
IMT 146	\$18.00	LAB		
IMT 147	\$18.00	LAB		
IMT 148	\$18.00	LAB		
LOM 100	\$180.00	LAB		
MA 101		LAB	\$105.00	Add for EHR-Go program
		INS	\$15.00	Add insurance fee per student (covers 1 year)
MLT 120	\$150.00	LAB		
	\$15.00	INS		
MLT 121	\$150.00	LAB		
MLT 122	\$150.00	LAB		
MLT 123	\$150.00	LAB		
MLT 223	\$150.00	LAB		
MLT 225	\$150.00	LAB		
MLT 228	\$150.00	LAB		
MLT 229	\$150.00	LAB		
MLT 251	\$150.00	LAB		
	\$15.00	INS		
MLT 252	\$150.00	LAB		
MTP 113	\$20.00	LAB		
MTP 122	\$20.00	LAB		
	\$15.00	INS		
MTP 130	\$20.00	LAB		
MUS 117	\$85.00	LAB		
NLT 130	\$19.00	INS		
NLT 131	\$480.00	LAB		
NLT 133	\$480.00	LAB		
OSH 101	\$10.00	LAB		
OSH 102	\$10.00	LAB		
OTA 100	\$200.00	LAB		
OTA 110	\$200.00	LAB		
		INS	\$15.00	Add to OTA 110 and remove from OTA 133 (year 1)
OTA 112	\$200.00	LAB		
OTA 120	\$200.00	LAB		
OTA 122	\$200.00	LAB		

Course	Fee FY2022	AR Code	Fee FY2023	Rationale
OTA 131	\$200.00	INS	\$0.00	Remove as INS fee and change to LAB fee below
		LAB	\$200.00	
OTA 132	\$200.00	LAB		
OTA 133	\$200.00	LAB		
	\$15.00	INS	\$0.00	Remove per above
OTA 134	\$200.00	LAB		
OTA 200	\$200.00	LAB		
OTA 205	\$200.00	LAB		
OTA 210	\$200.00	LAB		
OTA 217	\$200.00	LAB		
OTA 218	\$200.00	LAB		
OTA 230	\$200.00	LAB		
	\$15.00	INS		
OTA 231	\$200.00	LAB		
OTA 232	\$200.00	LAB		
OTA 250	\$200.00	LAB		
PE 210	\$6.00	LAB	\$0.00	Online Course
PE 212	\$6.00	LAB	\$0.00	Online Course
PE 218	\$30.00	LAB		
PE 219	\$30.00	LAB		
PE 220	\$30.00	LAB		
PE 221	\$30.00	LAB		
PE 222		LAB	\$30.00	New Fee
PHB 120	\$15.00	INS		
	\$25.00	LAB	\$35.00	Increase to cover increased cost of medical supplies
PHY 116	\$50.00	LAB		
PHY 117	\$50.00	LAB		
PHY 216	\$50.00	LAB		
PHY 217	\$50.00	LAB		
PN 115	\$15.00	INS		
	\$25.00	LAB	\$0.00	Clinical not needed
PN 116	\$15.00	INS	\$0.00	Already charged to student in PN 115
PN 117		FENUR	\$225.00	Moving from 137 to 117 to capture fees in first year for all students
PN 119	\$15.00	INS	\$0.00	Already charged to students in PN 115
		LAB	\$30.00	Add for IV supplies, previous in lab kits but have been removed for safety purposes

Course	Fee FY2022	AR Code	Fee FY2023	Rationale
PN 121		FENUR	\$120.00	New fee for HER-Go program
PN 126		LAB	\$35.00	Add to cover medication administration supplies
PN 128	\$225.00	FENUR		
	\$15.00	LAB	\$40.00	Cost of medical supplies has increased exponentially and we are removing the PN 101 fee and also removing extra insurance fees
PN 129	\$225.00	FENUR		
PN 137	\$225.00	FENUR	\$0.00	Move to PN 117
SCC PN		INS	\$15.00	Insurance fee
		FENUR	\$120.00	Fee for 2nd year/Part time and HER-Go fee (annual)
PS 218	\$30.00	LAB		
PS 318	\$99.00	LAB		
STP 121	\$50.00	LAB		
		INS	\$15.00	Add insurance to course (year 1)
STP 122	\$50.00	LAB		
STP 123	\$50.00	LAB		
STP 124	\$50.00	LAB	-	Inactive due to SICCM Curriculum Change
STP 125	\$50.00	LAB		
	\$15.00	INS	\$0.00	Insurance fee not needed - already covered in STP 121
STP 126	\$50.00	LAB		Inactive due to SICCM Curriculum Change
	\$15.00	INS		
STP 127	\$50.00	LAB		
STP 225		LAB	\$50.00	Add lab fees to new Class to replace 124
STP 226		LAB	\$50.00	Add lab fees to new Class to replace 126
		INS	\$15.00	Second year student insurance coverage (new course)
STP 227		LAB	\$50.00	New Class
STP 228		LAB	\$50.00	New Class
SUR 130	\$12.00	LAB		
SW 199	\$15.00	INS		
TDR 167	\$750.00	LAB		
TDR 176	\$2,485.00	LAB		
TDR 198	\$15.00	INS		
WEL 122	\$60.00	LAB		
WEL 124	\$70.00	LAB		
WEL 125	\$60.00	LAB		
WEL 126	\$75.00	LAB		
WEL 128	\$60.00	LAB		
WEL 160	\$60.00	LAB		
WEL 161	\$40.00	LAB		

Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chris Clark
RE: CDB Project 810-086-016
Date: 03.07.22

Background: The Capital Development Board (CDB) approved the College's deferred maintenance project request for replacement of Gymnasium Floor and Bleachers/Renovation for ADA Compliance at the main campus building. This project was listed in the College's Facilities Masters Plan.

The total estimated cost of this CDB project is \$686,540. The College's required match is \$299,294. The College's matching funds will be paid from the remaining bond funds that will be transferred over to the restricted maintenance and operation funds for capital projects.

Attached is the Trust Agreement from the CDB that will be between the College and City National Bank in Metropolis, IL, where the funds will be deposited to fulfill the Trust Agreement per the CDBs rules.

Recommendation: I recommend the Board approve the trust agreement between City National Bank and CDB and authorize the CEO and CFO to execute the agreement.

TRUST AGREEMENT

This Agreement is made and entered into by and between Shawnee Community College whose address is 8364 Shawnee College Road, Ullin, IL 62992 hereinafter called the Using Educational Agency, and City National Bank whose address is 423 Ferry Street, Metropolis, IL 62960 hereinafter called Bank.

WITNESSETH

WHEREAS the USING EDUCATIONAL AGENCY is required by law to pay a contribution to that certain project, known as Capital Development Board project number *CDB project # (810-086-016)*, in the amount of two hundred ninety-nine thousand two hundred ninety-four dollars; and

WHEREAS, the USING EDUCATIONAL AGENCY may elect to deposit the contribution under a Trust Agreement, with an Illinois Bank of the Using Educational Agency's choice, pursuant to 71 Illinois Administrative Code 30.110, as amended October 1, 1984.

NOW THEREFORE, the parties do hereby agree:

1. That the USING EDUCATIONAL AGENCY does simultaneously with execution hereof deposit with Bank funds totaling two hundred ninety-nine thousand two hundred ninety-four dollars (\$299,294).
2. That the funds so deposited with the Bank shall be described as the "contribution" and shall be held by the Bank in trust according to the terms of this agreement.
3. That the USING EDUCATIONAL AGENCY shall receive any interest thereon.
4. That earnings on the trust corpus shall be paid by the BANK to the USING EDUCATIONAL AGENCY not less frequently than quarterly.
5. That the Executive Director (in his or her official capacity) or the Administrator of Fiscal Management (in his or her official capacity) of the Capital Development Board are the only persons authorized to direct the BANK to make payment out of the trust, other than payment of earnings to the USING EDUCATIONAL AGENCY in accordance with Section 4 hereof.
6. The right of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board to direct payment is restricted in that any such funds so directed shall be made payable only to: "The Order of State Treasurer of Illinois, Capital Development Board, Contributory Trust Fund".
7. That the BANK shall pay such funds within two (2) working days upon the receipt of the written direction of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board, and that any agreement between the BANK and the USING EDUCATIONAL AGENCY, shall, in no way, affect the duty of the BANK to so pay upon demand.

8. That the BANK, as Trustee, shall invest in securities of the type utilized to collateralize deposits by the Treasurer of the State of Illinois, or time deposits, open accounts, certificates of deposit, savings accounts or enter into a re-purchase agreement; however, all time deposits, open accounts, certificates of deposit, savings accounts shall be covered by a pledge of securities to cover the difference between the FDIC insurance and the total unsecured amount (of the type listed in Paragraph 2, below) on deposit with the depositor bank of the Trustee Bank. A “safekeeping receipt” for such deposits shall be submitted to the USING EDUCATIONAL AGENCY covering the securities pledged, and a certified statement to the effect that all monies invested have been adequately protected, shall be submitted to CDB by the BANK. Should the re-purchase agreement cover securities other than those listed in Paragraph 2 of this Section, such agreements shall also be subject to the pledge of securities provision as described in this Section. The term “securities of the type utilized to collateralize deposits by the Treasurer of the State of Illinois” means: direct obligations of the United States Government; general obligations of the State of Illinois; notes, bonds, debentures or participation certificates of the Federal Mortgage Association, Federal Intermediate Credit Bank, Federal Home Loan Bank, Federal Land Bank, Illinois Building Authority, Illinois Toll Highway Commission of Illinois State Toll Highway Authority; Public Housing Authority Notes; obligations of the Export-Import Bank of Washington, D.C.; general obligations municipal bonds (including school districts) within the State of Illinois rated “A” or better by Moody’s; and Farmers Home Administration Insured Notes provided such notes are quoted and are non-amortized.
9. That the USING EDUCATIONAL AGENCY shall be responsible for obtaining the written execution of the Trust Agreement by the BANK. Any costs or service fees of the BANK shall be borne by the USING EDUCATIONAL AGENCY.
10. That when the total amount of the contribution has been paid from the account in accordance with the directions of the Executive Director or the Administrator of Fiscal Management of the Capital Development Board, this Agreement shall be terminated and any accumulated interest or earnings thereon shall be paid over to the Using Educational Agency.

IN WITNESS WHEREOF the parties have hereunder set their hands and seals this _____ day of _____, 20_____.

USING EDUCATIONAL AGENCY

Name of School Phone number

By: _____
Printed Name Title

Signature ATTEST: _____

BANK

Name of Bank Phone number

By: _____
Printed Name Title

Signature ATTEST: _____

**Acknowledgment of Receipt
Funds in the Amount**

\$ _____

Bank Representative/Printed Name

By: _____
Signature Title

Paula Sorensen

Administrator of Fiscal Management
CAPITAL DEVELOPMENT BOARD

Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chris Clark
RE: Copier Lease
Date: 03.07.22

Background: The lease agreements for copiers located in the office areas of Student Services, Academic Affairs, Records, Financial Aid, and at the Metropolis Center are expiring. The bids included a sixth copier to be located in the Nursing Department. Bids were sought and received from the following three sources:

CDS Technologies: 60-month Lease, with 6 machines at a monthly cost of \$737.00 (total of \$44,220.00) proposal date of 2.15.22, expiring on 3.18.22

T&I Office Equipment: 60-month Lease, with 6 machines at a monthly cost of \$908.81 (total of \$54,528.60) proposal date of 2.18.22.

GFI Digital: 60-month Lease, with 6 machines at a monthly cost of \$727.26 (total of \$43,635.60) - details of bid attached.

Recommendation: I recommend the Board approve the lowest qualified bid from GFI Digital, totaling \$43,635.60 and authorize the CFO to execute the Lease Agreement.

CURRENT SITUATION



1 – Xerox D95A
Nursing Department

4 – Xerox 3615
Academic Affairs
Student Services
Financial Aid
Records

1 – Toshiba ES3508A
Metro Center for
Faculty/Staff Workroom

Price Breakdown

1	Xerox D95A with finisher, extra paper bank	689.00/Month
4	Xerox Desktop Printers	345.04/Month
1	Toshiba Metro Copier	237.90/Month

Total Current Monthly spend

\$1271.94





Academic Affairs, Student Services, Financial Aid, & Records



4 – New Ricoh IM 350F

- Copy/Print speed: 37 ppm
- 10.1" Touch Screen
- High Level Security
- IM – latest technology always
- Paper Capacity 600 sheet
- 500 sheet drawer
- 100 sheet bypass
- Standard HD 320GB
- Memory 2GB
- Fax standard

Service includes all maintenance, all parts, all labor, all toner, all preventative maintenance calls and emergency calls on-site..

Service calls will be performed on-site and within an average of 4 business hours response time. Currently your area has a 2.5 hour average response time. All service will be provided by GFI Digital manufacturer trained service personnel. Business hours are from 8:00am-5:00pm, Monday through Friday.

Additionally, unlimited helpdesk support for IT related print and scan issues is included. Delivery, installation, connectivity, and training are included.



Nursing Department



1 – New Ricoh IM9000

- Copy/Print speed: 90 ppm
- Scan up to 240 ipm
- Scan up to 600 dpi
- 10.1" Touch Screen
- Standard Paper Capacity(4,300 Sheets)
- LCIT Paper Feed (4,400 Sheet Total)
- 3,000 Sheet Finisher
- Date stamping
- 3 hole punch
- Standard HD 320GB
- Memory 2GB

Service includes all maintenance, all parts, all labor, all toner, all preventative maintenance calls and emergency calls on-site.

Service calls will be performed on-site and within an average of 4 business hours response time. Currently your area has a 2.5 hour average response time. All service will be provided by GFI Digital manufacturer trained service personnel. Business hours are from 8:00am-5:00pm, Monday through Friday.

Additionally, unlimited helpdesk support for IT related print and scan issues is included. Delivery, installation, connectivity, and training are included.



Metro Center for Faculty/Workroom



1 – New Ricoh IM 6000

- Copy/Print speed: 60 ppm
- Scan up to 240 ipm
- Scan up to 600 dpi
- 10.1" Touch Screen
- Paper Capacity(up to 4,300 Sheets)
- 1,000 Sheet Finisher
- 3 hole punch
- Date Stamping
- Standard HD 320GB
- Memory 2GB

Service includes all maintenance, all parts, all labor, all toner, all preventative maintenance calls and emergency calls on-site.

Service calls will be performed on-site and within an average of 4 business hours response time. Currently your area has a 2.5 hour average response time. All service will be provided by GFI Digital manufacturer trained service personnel. Business hours are from 8:00am-5:00pm, Monday through Friday.

Additionally, unlimited helpdesk support for IT related print and scan issues is included. Delivery, installation, connectivity, and training are included.



Proposal Pricing

**60 FMV Lease for all machines and
monthly service base:**

\$727.26

Monthly service based included and overage rates listed:

10,000 images- IM6000	Metro (.0083)
15,000 images- IM 9000	Nursing (.0050)
5,000 images – IM350F	Desktops (.0110)

Service includes all maintenance, all parts, all labor, all toner, all preventative maintenance calls and emergency calls on-site.

Service calls will be performed on-site and within an average of 4 business hours' response time. All service will be provided by GFI Digital manufacturer trained service personnel. Business hours are from 8:00am-5:00pm, Monday through Friday.

Additionally, unlimited helpdesk support for IT related print and scan issues is included. Delivery, installation, connectivity, and training are included.

PERFORMANCE BOND

GFI Digital will credit your account \$50.00 if our average response time for emergency service calls exceed 4 hours.

GFI Digital guarantees your leased Copier or Facsimile will perform for the term of your lease and if repairs cannot be made

GFI Digital will replace your equipment with a unit of similar capabilities.

GFI Digital will provide operator training at installation and, at no charge, additional training as needed.

GFI Digital will stock adequate inventories of parts and supplies for your equipment.

GFI Digital asks that you as the customer use the equipment within the manufacturer's specifications, maintain said equipment under full maintenance/supply programs by us, keep your account current, and notify GFI Inc. President, Bruce Gibbs, in writing within 15 days of any violations of this Performance Bond by GFI Digital.

Customer Signature

GFI Digital, Inc.

Date _____

Date _____

MAINTENANCE AGREEMENT

Maintenance pricing includes all of the following: (staples and paper are excluded from the contract)

- Toner
- Drums
- On – site Maintenance
- Preventative Maintenance
- All Parts
- Replacement of loaner equipment in the event of machine failure
- 4 hour response time
- All service will be provided by GFI Digital manufacturer trained service personnel
- 8:00 am to 5:00pm service, Monday through Friday
- Unlimited Helpdesk support



Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Darci Cather
RE: ICCTA Faculty of the Year
Date: 03.07.22

Background: Traditionally, the Board submits an endorsement for Faculty of the Year to ICCTA for consideration. This year, the faculty recommend Tony Gerard be considered for this endorsement. As such, the attached letter is drafted for Board consideration and approval.

Recommendation: I recommend the Board approve and authorize the President to submit the endorsement of Tony Gerard for ICCTA Faculty of the Year.

Ms. Darcy Cather
Vice President of Academic Affairs
Shawnee Community College

Vice President Cather,

In this letter, I am nominating Tony Gerard for the ICCTA Faculty Member of the Year Award. Tony's dedication to his students, service to the community, and his 33-year commitment to Shawnee Community College distinguish him out as an exceptional scholar worthy of the ICCTA Faculty Member of the Year Award.

Tony is a dynamic, versatile educator who began teaching for SCC in 1989. For the past 33 years, Tony has taught Introduction to Biology, Zoology, Field Biology, and Physical Geography courses. Tony constructs classrooms that come to life and inspire his students. Frequently, his students hike the Shawnee National Forest or kayak the Cache River. He emphasizes identification of local flora and fauna and the importance each species plays in its environment. Tony's passions for science, environmental conservation, and outdoor education are imparted to his students through the classroom as well as through outdoor activities. During the COVID pandemic, Tony created a mini-science video series called, "Science in Seconds" that reached the community through social media. The series started out as a way for Tony to stay connected with his students and teach lessons, but now, he has a loyal following beyond those enrolled in his class.

Tony is highly active with many science workshops and camps throughout the year, Tony's commitment to science education has made him well known throughout Southeast Missouri, Southern Illinois, and Western Kentucky. Tony regularly gives presentations for elementary schools and youth groups, educating them about the native plants and animals in their areas. He is especially passionate about dispelling myths about reptiles, and snakes in particular, and sharing their ecological importance to everyone. Additionally, he is an historical reenactor and gives presentations at various events throughout the year.

Tony has served on the Friends of the Cache River Watershed for numerous years, and has chaired the board for the past 4 of those years. This non-profit organization uses its resources for education, land acquisition, and conservation endeavors. He is very active and vocal about preserving the beauty and natural resources of southernmost Illinois.

Our faculty association is fortunate to have Tony as a member. He listens to all perspectives about SCC issues before taking a stand. Although he holds no official title within the Association, his experience and leadership provide valuable insights.

I strongly endorse Tony Gerard's nomination for the ICCTA Faculty Member of the Year Award and believe that his commitment and service make him worthy of the award. I hope you'll consider my nomination, and I hope that I've communicated the value that Tony Gerard means to Shawnee Community College.

Sincerely

Ian Nicolaides, President SCEA

Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Dr. Lisa Price
RE: Student Trustee Election
Date: 03.07.22

Background: Pursuant to 110 ILCS 805/3-7.24, “Each community college board shall have one non-voting member who is a student enrolled in the community college under the jurisdiction of the board.” College Policy 3380 states, “The method of selecting the student member shall be determined by campus-wide student referendum.” An election (i.e. referendum) for Student Trustee was held on March 2, 2022. Dr. Price will be available to provide the Board with an update of the election.

Recommendation: None.

Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Dr. Lisa Price
RE: Athletic Scholarship Recipients
Date: 03.07.22

Background: At previous Board meetings, several questions were raised about student athlete performance in the classroom. As such, the Board directed the President to provide a report addressing this issue. The attached report (next page) was prepared by Dr. Lisa Price and Athletic Director John Sparks. Both Dr. Price and AD Sparks will be available to answer questions about the report.

Recommendation: None

Student Athletes GPA-Fall 2021

Student Athlete		Fall 2021 Semester GPA	Cum GPA	Semester Hours Passed	Cum Hours	Sport	Notes:
Student-Athlete	1	4	4	16	52	MBB	
Student-Athlete	2	2.4	2.4	13	47	MBB	
Student-Athlete	3	3.2	3	12	42	MBB	
Student-Athlete	4	3.4	3.4	15	15	MBB	
Student-Athlete	5	2.8	3.1	16	53	MBB	
Student-Athlete	6	3.1	3.1	16	16	MBB	
Student-Athlete	7	3.8	3.8	15	15	MBB	
Student-Athlete	8	2.6	3.19	13	39.5	MBB	
Student-Athlete	9	1.83	1.83	15	15	MBB	MR
Student-Athlete	10	3.625	3.245	16	49	MBB	
Student-Athlete	11	2.75	3.15	12	48	MBB	
Student-Athlete	12	2.833	2.83	18	18	MBB	
Student-Athlete	13	3.188	3.19	16	40	MBB	
Student-Athlete	14	2.83	2.83	15	15	MBB	MR
Student-Athlete	15	2.8	2.6	12	21	MBB	
Student-Athlete	16	1.3	1.5	12	12	WBB	EMS
Student-Athlete	17	4	3.7	20	54	WBB	
Student-Athlete	18	3.78	3.8	18	49.5	WBB	
Student-Athlete	19	2.2	2.7	15	56	WBB	
Student-Athlete	20	3.1	3.5	13	53	WBB	
Student-Athlete	21	2	2.5	6	78	WBB	
Student-Athlete	22	1.75	2.7	9	75	WBB	
Student-Athlete	23	2.2	2.4	12	72	WBB	
Student-Athlete	24	2.45	2.45	8	8	WBB	
Student-Athlete	25	3	3	15	64	WBB	
Student-Athlete	26	1.18	1.95	12	89	WBB	RF
Student-Athlete	27	0.9	1.3	6	27	WBB	NE
Student-Athlete	28	3.78	3.9	14	35	SB	
Student-Athlete	29	2	2.7	12	49	SB	
Student-Athlete	30	3.5	3.5	12	12	SB	
Student-Athlete	31	4	3.7	15	21	SB	
Student-Athlete	32	3.05	3.05	17	39	SB	
Student-Athlete	33	3.3	2.6	16	97	SB	
Student-Athlete	34	3.78	3.9	19	42	SB	
Student-Athlete	35	3.188	3.3	16	19	SB	
Student-Athlete	36	3.5	3.5	16	22	SB	

Student Athlete		Fall 2021 Semester GPA	Cum GPA	Semester Hours Passed	Cum Hours	Sport	Notes:
Student-Athlete	37	3	3	15	15	SB	
Student-Athlete	38	2.556	2.5	18	52	SB	
Student-Athlete	39	3.8	3.29	15	77	SB	
Student-Athlete	40	2.3	3	16	64	SB	
Student-Athlete	41	2.6	2.6	13	25	SB	
Student-Athlete	42	4	3.87	16	80	SB	
Student-Athlete	43	2.5	2.5	18	18	BB	
Student-Athlete	44	3.4	3.4	17	17	BB	
Student-Athlete	45	3.8	3.8	17	47	BB	
Student-Athlete	46	2.3	2.7	16	48	BB	
Student-Athlete	47	2	2.2	12	42	BB	RF
Student-Athlete	48	3	3	17	34	BB	
Student-Athlete	49	3.3	3.3	18	18	BB	
Student-Athlete	50	3.8	3.8	16	61	BB	
Student-Athlete	51	3.8	3.6	15	80	BB	
Student-Athlete	52	2.75	2.75	16	22	BB	
Student-Athlete	53	3.3	3.6	9	74	BB	
Student-Athlete	54	3.75	3.8	16	37	BB	
Student-Athlete	55	3.76	3.67	13	53	BB	
Student-Athlete	56	1.2	1.2	3	3	BB	NE
Student-Athlete	57	3.6	3.1	15	21	BB	
Student-Athlete	58	3	3.7	11	47	BB	
Student-Athlete	59	1.3	1.3	6	6	BB	NE
Student-Athlete	60	2.6	2.6	15	81	BB	
Student-Athlete	61	2.5	2.5	12	12	BB	
Student-Athlete	62	3.5	3.5	20	29	BB	
Student-Athlete	63	3.18	3	16	47	BB	
Student-Athlete	64	1.4	1.96	12	41	VB	RF
Student-Athlete	65	1.875	2.5	12	50	VB	RF
Student-Athlete	66	4	4	14	32	VB	
Student-Athlete	67	4	4	14	32	VB	
Student-Athlete	68	1.33	1.58	5	27	VB	NE
Student-Athlete	69	4	4	15	15	VB	

Student Athlete		Fall 2021 Semester GPA	Cum GPA	Semester Hours Passed	Cum Hours	Sport	Notes:
Student-Athlete	70	4	4	17	26	VB	
Student-Athlete	71	2.1	2.7	13	40	VB	
Student-Athlete	72	4	4	18	21	VB	
Student-Athlete	73	3.1	3.6	16	43	VB	
Student-Athlete	74	2.9	2.6	14	65	VB	
Student-Athlete	75	2.5	2.4	12	58	VB	
Student-Athlete Totals		2.9	3.0	1056	3019		

NE - Not Eligible
Academically

EMS - Eligible thru Mini-Semester

MR - Medical Red Shirt

RF-Retention Focused

NOTE: Due to COVID, some student-athletes were allowed an extra year of eligibility which explains the higher number of total credit hours.

Board Memorandum



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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Dr. Lisa Price
RE: Update on Fall 2021 Graduate List
Date: 03.07.22

Background: Per Shawnee Community College Board Policy 8470, the Illinois Community College Board establishes graduation requirements for all certificates and degrees. Transcript evaluations for Fall 2021 applications for graduation have been completed with 127 completers for the following degree or certificate areas:

- 26 Associate of Arts degrees
- 11 Associate of Science degrees
- 3 Associate of Applied Science degrees
 - 2 Computer System & Security Specialist
 - 1 Construction Management of Laborers
- 7 Associate of General Studies degrees
- 33 One-Year Certificates
 - 2 Combination Welding
 - 1 Criminal Justice
 - 1 Medical Coding Specialist
 - 1 Medical Office Assistant
 - 1 Practical Nursing
 - 27 General Education Core Curriculum
- 47 Less-Than-One-Year Certificate
 - 2 ARC Welding
 - 5 Certified Nurse Assistant
 - 9 Gas Welding
 - 2 Internet & Computer Core Prep
 - 4 Microsoft Office Specialist Prep
 - 10 MIG Welding
 - 2 Pipe Welding
 - 2 TIG Welding
 - 11 Truck Driving

Fall 2021 graduates are invited to the May 2022 Commencement ceremony. The attached report (next 2 pages) identifies the Fall 2021 graduates. Dr. Price will be available to answer questions about this report. This report is presented for Board Information.

Recommendation: None

Arc Welding (2)

Lucas Cloud
Gabriel Russell

Associates of Arts (26)

Hayleigh Mullins
Stacey Mayer
Urian Cooper
Natalie Harris
Jeremy Leggett
Matthew Johnson
Cheyenne Lang
Raegan Cruse
Dawson Essex
Karrah Harper
Roxanne Thompson
Sydney Beggs
Gavin Clark
William Johnson
Jayden Westbrooks
Christian Trexler
Anthony Harris
Beth Agne
Hayden Carter
Ally Williams
Zachary Pearl
Heaven McClellan
Chelsea Pitts
Alexander Neihoff
Deandra Tucker
Kevin Brown

Associates of General Studies (7)

Tasha Linder
Dominique Ross
Cheyenne Lang
Roxanne Thompson
Hailey O'Dea
Dasia Swansey
Demontrail Clark

Associates of Science (11)

Stacey Mayer
Jeremy Leggett
Cheyenne Lang
Raegan Cruse
William Johnson
Jayden Westbrooks
Hailey O'Dea
Beth Agne
Alejandra Lopez
Katelynne Cantrell
Dawn Hale

Certified Nursing Assistant (5)

Nichelle Twitty
Gracee Tanner
Vastie Faust
Brooke Gordan
Autumn Schutteck

Combination Welding (2)

Lucas Cloud
Gabriel Russell

Computer System & Security Specialist (2)

Jared Cowart
Cody Tellor

Construction Mgmt/Laborers AAS

Nathan Schoonover

Criminal Justice Certificate

Paige Bigham

Gas Welding (9)

Lucas Cloud
Gabriel Russell
Eli Williamson
Jonathan George
Carlos Morales-Amezquita
Lance Smith
Sadez Velez
Jalyn Moore
Brandon Burnett

<p><u>General Education Core (27)</u> Hayleigh Mullins Stacey Mayer Urian Cooper Natalie Harris Jeremy Leggett Shawn Caldwell Matthew Johnson Cheyenne Lang Raegan Cruse Karrah Harper Roxanne Thompson Sydney Beggs Gavin Clark William Johnson Jayden Westbrook Christian Trexler Anthony Harris Beth Agne Hayden Carter Ally Williams Zachary Pearl Heaven McClellan Chelsea Pits Alexander Niehoff Deandre Tucker Kevin Brown</p> <p><u>Internet & Computing Core (2)</u> Clayton Holderfield Clayton Snyder</p> <p><u>Medical Cody Specialist (1)</u> Tasha Linder</p> <p><u>Medical Office Assistant (1)</u> Tasha Linder</p> <p><u>Microsoft Office Specialist Prep (4)</u> Lula Bessette Andrea Mayer Bobbi Hartline Katherine Kirk</p>	<p><u>MIG Welding (10)</u> Lucas Cloud Gabriel Russell Eli Williamson John McCuan Jonathan George Carlos Morales-Amezquita Lance Smith Sadez Velez Jalyn Moore Brandon Burnett</p> <p><u>Pipe Welding (2)</u> Lucas Cloud Gabriel Russell</p> <p><u>Practical Nursing (1)</u> Alexandra Evans</p> <p><u>TIG Welding (2)</u> Lucas Cloud Gabriel Russell</p> <p><u>Truck Driving (11)</u> Erik Schmidt Jerry Casper John Casey Donnie Blake Charles Green Joseph Everett Riley Gearhart Benjamin Phillippe Dalton Holt James Evans Doyle Bridges</p>
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Board Memorandum

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff: Chris Clark
RE: Update on the Condition of the Ballfields
Date: 03.07.22

Background: At previous Board meetings, several inquiries were raised about the condition of baseball and softball facilities. In response, the Board directed the President to provide updates as issues were addressed.

To that end, Vice President Chris Clark prepared the following update:

- The batting cage building has been insulated and some pieces of metal have been replaced.
- New netting has been installed that should help reduce the number of batted balls that can strike the walls of the building.
- Fencing for the baseball field has been installed.
- Fencing for the softball field will be installed as soon as weather permits.

In addition to these updates, a potential ballfield road project was discussed with the College architect (Scott Burge with Farnsworth Group). The scope of this project creates a two-lane asphalt road, with basic lighting, from the lower parking lot to the asphalt paved lot by CTC building. Also, the development of a small access road to the old tennis courts is included to accommodate parking. The lump sum architect fee for Farnsworth Group's services, including estimated expenses, is \$29,000.

Further, a potential concession building project was discussed with the College architect, as well. This project directs the architects to develop two concepts for the building layout and exterior design. The lump sum architect fee for Farnsworth Group's services, including estimated expenses, is \$8000.

Please note, the estimated costs listed is for architect design services ONLY. The costs **DO NOT** include estimated costs for material and construction, which could amount to hundreds of thousands of dollars for each project. Those costs would be estimated as part of the architect's design and construction work and would be finalized during the bid process. In addition, depending on the architect's estimate of total project costs, each project may have to be approved by ICCB as a locally funded project before construction can commence.

The task order for these two construction projects are attached (next 7 pages). To move forward with either of these projects, the appropriate step is for the Board to authorize a formal Notice to Proceed. By doing so, the Board will discover the total projected construction costs for these projects so that a more informed decision can be made. Vice President Chris Clark will be available to answer questions about this update.

Recommendation: I recommend the Board approve the Task Orders for both construction projects and direct the President to execute the agreement with the architects.



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**TASK ORDER NO. 11
 MAIN CAMPUS BALLFIELD ROAD**

**UNDER THE MASTER SERVICES AGREEMENT
 Dated: January 21, 2020**

This Task Order is effective this 25 day of February in the year 2022, between Farnsworth Group, Inc. ("Farnsworth Group"), and Shawnee Community College, ("Client"), under the Master Services Agreement ("Agreement") referenced above between Farnsworth Group and Client.

All provisions of the Master Services Agreement are incorporated into and made a part of this Task Order.

By signing this Task Order, Client retains Farnsworth Group to provide services in connection with "Main Campus Ballfield Road", hereinafter referred to as PROJECT.

The scope of Farnsworth Group's services on this Task Order is as follows:

A gravel road begins at the south asphalt paved parking lot termination, loops southward toward the baseball and softball fields, then extends northward and connects to the asphalt paved lot near the truck driving school. The College would like to pave this gravel road and accommodate two-way traffic. A small access road will be extended from the new road to the existing paved old tennis courts. The old tennis courts will be utilized for ballfield parking. No additional pavement work will be needed at the parking area. Additionally, the gravel area northeast and northwest of the batting cage will be paved to accommodate parking.

The road will be illuminated for general wayfinding and to provide some basic light. The lighting will not meet any standards or specific criteria for illumination standards.

We understand that the College would like to extend a walkway down to the ballfields. Based on our interpretation of the building codes, this walkway would have to be ADA accessible. Since the site slopes significantly to the south, this endeavor will be costly due to the number of ramps, guardrails, etc. We will confirm during the design stage, but do not plan on designing the walkway because of the expense associated with making it ADA compliant.

The project will be bid to general contractors as a single stipulated sum contract. If possible, the College would like to construct the road during summer of 2022.

The scope of services can be described in more detail as such:

Architecture

o Project Management

- Coordinate the project team and act as a single point of contact.
- Prepare the deliverables for distribution to prospective bidders and the local authority having jurisdiction.
- Prepare front end specifications (Divisions 00 & 01) that includes instructions for prospective bidders.

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- o Bidding and Contractor Award
 - Distribute bid documents to prospective bidders utilizing the Farnsworth Group online bidding website.
 - Answer questions from bidders and prepare clarifications as required.
 - Attend one pre-bid meeting.
 - Attend bid opening.
 - Provide recommendation to SCC after receipt of bids.
 - Prepare contract between selected contractor and SCC.
- o Construction Administration
 - Attend one preconstruction meeting.
 - Review contractor's pay requests and provide recommendation for SCC's Board approval.

Civil Engineering

- o Design and Construction Documents Preparation
 - Design the road layout using the topographic survey.
 - Code research.
 - Stormwater culvert analysis for two drainage swales crossing the roadway and the washout along the incline section leading to the Truck School.
 - Civil engineering drawings will include: existing conditions plan, demolition plan, proposed geometric plan, grading and erosion control plan, roadway plan and profile, erosion control details, and typical roadway sections.
 - Technical specification writing.
 - Assist with obtaining site permits including:
 - Notice of Intent (NOI) for stormwater discharge.
 - IDNR/IHPA permit as required for NOI.
- o Bidding and Contractor Award
 - Answer questions from bidders and prepare clarifications as required.
- o Construction Administration
 - Answer questions from contractor and prepare clarifications as required.
 - Review shop drawings from contractor.
 - 2 site visits: 1 at approximately 50% complete, and 1 at substantial completion.

Site Surveying

- o Topographic Survey
 - Set survey control and benchmarks.
 - Provide topographic survey of the proposed roadway. This survey will be utilized as an existing conditions plan that will be incorporated into the civil engineering deliverables.
 - Survey data elevations will be obtained with data points recovered in an approximate 50-foot grid. One-foot contours will be generated for the existing conditions plan.

- We will locate and show visible physical features along the proposed path including: existing drive pathway, trees, and visible and marked utilities. Public utilities will be marked utilizing a public utility locate service while private utilities will be located by the College.

Electrical Engineering

- o Design and Construction Documents Preparation
 - One site visit to determine location of power source for lighting.
 - Selection of light fixture and design of placement for approximately 4-5 fixtures along roadway.
 - Design lighting control system.
 - Electrical drawings will include: site lighting layout, power distribution plan, lighting details, and schedules.
- o Bidding and Contractor Award
 - Answer questions from bidders and prepare clarifications as required.
- o Construction Administration
 - Answer questions from contractor and prepare clarifications.
 - Review shop drawings from contractor.

The estimated schedule for Farnsworth Group’s services on this Task Order is as follows:

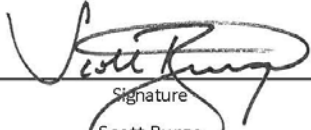
Task	Duration	Approximate Date
Notice to Proceed	1 day	03.07.2022 (Board Meeting)
Design & Construction Documents	6 weeks	03.14 – 04.22.2022
Bidding Phase	3 weeks	04.25 – 05.13.2022
Contractor Procurement	2 weeks	05.16 – 05.27.2022
Contract Award	1 day	06.06.2022 (Board Meeting)
Construction (Approximate)	10 weeks	06.13 – 08.19.2022

Client agrees to compensate Farnsworth Group for providing the above services and expenses on this Task Order as follows:

The total Lump Sum fee for Farnsworth Group’s services including estimated expenses on this Task Order is \$29,000 (twenty-nine thousand dollars).

Farnsworth Group and Client hereby agree to and accept the terms and conditions stated above.

FARNSWORTH GROUP, INC.



Signature

Scott Burge

Typed Name

Senior Architectural Manager

Title

02/25/2022

Date

SHAWNEE COMMUNITY COLLEGE

Signature

Typed Name

Title

Date



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**TASK ORDER NO. 10
MAIN CAMPUS BALLFIELD CONCESSION BUILDING CONCEPT DESIGN**

UNDER THE MASTER SERVICES AGREEMENT

Dated: January 21, 2020

This Task Order is effective this 25 day of February in the year 2022, between Farnsworth Group, Inc. ("Farnsworth Group"), and Shawnee Community College, ("Client"), under the Master Services Agreement ("Agreement") referenced above between Farnsworth Group and Client.

All provisions of the Master Services Agreement are incorporated into and made a part of this Task Order.

By signing this Task Order, Client retains Farnsworth Group to provide services in connection with "Main Campus Ballfield Concession Building Concept Design", hereinafter referred to as PROJECT.

The scope of Farnsworth Group's services on this Task Order is as follows:

Prepare concept design for a new building at the Main Campus ballfields. The proposed building will be located between the existing baseball and softball fields in the highlighted region shown in the image below. The facility will contain toilet facilities, storage areas, and an area for concessions.

We are proposing an initial phase that consists of concept design. This phase will define the layout, exterior aesthetic, and approximate budget for the building. Subsequent design phases will be covered under a separate task order / proposal. This approach will enable the College to define the scope and budget of the facility and then determine when to complete the next stage of the project based on available funds.

The scope of services can be described in more detail as such:

Architecture

- Obtain any available utility information in the approximate development area.
- One meeting (virtual or in-person) with the College to define programmatic requirements of the building.
- Develop up to two concepts for the building layout and exterior design.
- Review concepts with College and revise deliverables per comments.
- Develop a high-level cost opinion / budget for the facility.

The deliverables for the project shall consist of the following:

- 11 x 17 drawings that contain the following for each proposed concept:
 - Floor plan.
 - Three-dimensional still-renderings of the exterior of the building.
- 8.5 x 11 high-level cost opinion.

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The estimated schedule for Farnsworth Group’s services on this Task Order is as follows:

Task	Approximate Date
Notice to Proceed	03.07.2022 (Board Meeting)
Meeting with College	03.14.2022 (Week of)
Concept Design	03.21 – 04.08.2022
Concept Design Review with College	04.11.2022 (Week of)
Submit Final Deliverable	04.22.2022 (Or before)

FARNSWORTH GROUP / 2

Client agrees to compensate Farnsworth Group for providing the above services and expenses on this Task Order as follows:

The total Lump Sum fee for Farnsworth Group’s services including estimated expenses on this Task Order is \$8,000.

Farnsworth Group and Client hereby agree to and accept the terms and conditions stated above.

FARNSWORTH GROUP, INC.

SHAWNEE COMMUNITY COLLEGE



 Signature

 Scott Burge

 Typed Name

 Senior Architectural Manager

 Title

 02/25/2022

 Date

 Signature

 Typed Name

 Title

 Date

Board Memorandum

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To: Board of Trustees
From: Dr. Tim Taylor
Recommending Staff:
RE: Consideration for Approval to Schedule Finance Committee Meeting(s)
Date: 03.07.22

Background: The Standing Committee, Board Finance Committee, should begin to address the Strategic Initiatives Plan, including:

Goal 4, Objective 6, Strategy A: Engage the Board Finance Committee in the drafting of Budget Development and Allocation Process including a Tuition Strategy. Also, consideration of Financial & Process Goals for the FY2023 Budget.

Anticipated Meeting Schedule (topics noted) for 2022 as follows:

APRIL:

- Interview Financial Advisory Firms (potential of 4 (four))

MAY:

- Higher Learning Commission (HLC) Composite Financial Index (CFI) Review
- Annual Capital Budget
- Tentative Budget Presentation

AUGUST:

- Long-Term Financial Plan
- Bond Proposal Review
- Risk Management Plan Review

NOVEMBER:

- Review Certificate of Tax Levy, Presentation of Audit

In compliance with 5 ILCS 120/2.02 (c)(1) of the Open Meetings Act, this meeting schedule will be public.

Recommendation: I recommend the Finance Committee consider scheduling an initial meeting mid-March to address the items listed above under the Strategic Plan Goal and further recommend the Committee schedule meetings to address the anticipated, monthly topics.