

# BOARD BOOK

08/01/22





**REGULAR MEETING  
BOARD OF TRUSTEES DISTRICT NO. 531  
EDUCATION CENTER, ULLIN, IL  
AUGUST 1, 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 regular meeting on 08/01/22 at 5:30 PM. Citizens can participate in person or by teleconference. Citizens and staff can participate in the teleconference by using the following [link](#):(full URL on Title Page) 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 Citizen participating in the meeting via teleconference that would like to make a public comment, must submit their public comment via email to [comments@shawneecc.edu](mailto:comments@shawneecc.edu) by 2:00 p.m. on 08/01/22. 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. Approval of Agenda & Addendums**
- V. Disposition of Minutes**  
[July 5, 2022](#), Regular Meeting
- VI. Recognition of Guests and Public Comment**  
New Employee Introduction: Hailey Merriman, Full-Time Nursing Instructor, and Donna Price, Counselor & Academic Advisor
- VII. Communications**
  - A. [Student Report](#) - Riley Scarbrough
  - B. [Faculty](#) - Dr. Ian Nicolaidis
  - 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](#) - Tina Dudley
    - vii. [Student Affairs](#) - Dr. Lisa Price
  - E. [Illinois Community College Trustees Association](#) - James Darden

**VIII. Approval of Consent Agenda**  
 A. [Treasurer's Report](#)  
 B. [Approval of Bills](#)

Education Fund	\$2,376,618.29
Building Fund	432,470.33
Restricted Bldg. Fund	0.00
Bond & Interest Fund	31,500.00
Auxiliary Enterprises Fund	37,172.77
Restricted Purposes Fund (Grants)	1,569,043.54
Restricted Purposes - FWS*	0.00
Restricted Purposes - PELL	1,624.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	7,265.82
Audit Fund	0.00
Liability. Protection Settlement Fund (TORT)	73,873.47
<b>Grand Total</b>	<b>\$4,520,568.22</b>

**IX. Consideration for Approval of Fund Transfer**

**Interfund Transfer:** (\$8,204.34) transfer from the FY2022 Working Cash Fund Interest income from the Working Cash fund to the Education Fund. (6.30.22)

**Interfund Loan:** (\$250,000.00) from the Education Fund to the Restricted Purposes Fund to cover shortage of funds. (6.30.22)

**X. Monitoring Reports**

A. Presentation of Annual [Community Education Monitoring Report](#) (📄 12pp)

**XI. Presentations, Discussion, and Action Items**

A. Discussion on Finance-oriented [Quarterly Monitoring Reports](#)

- i. Finance & Budget Monitoring Report
- ii. Investment Monitoring Report
- iii. Foundation Monitoring Report

B. Consideration for Approval of [Ballpark Supplemental Road Project Bid](#) (📄 3pp)

C. Consideration for Approval of a [Facility Condition Assessment Contractor](#)

D. Consideration for Approval of the [Master Lease from First American](#) (📄 2pp)

E. Consideration for Approval of the [Treasurer's Bond](#) (📄 1pp)

F. Consideration for Approval of the [Athletic Insurance Renewal](#) (📄 5pp)

G. Discussion on [K-12 School Board Visits \(G103SH\)](#) (📄 2pp)

**XII. Board Policy Review/Approval**

- A. Consideration for Amending [Community Education Programming \(B1007\) Policy \( 4pp\)](#)

**XIII. Executive Session**

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
  - i. [Collective Bargaining Update](#)
  - ii. Consideration for Approval to Hire the [Anna Center Coordinator](#)
  - iii. Consideration for Approval to Hire the [Learning Skills Specialist](#)
  - iv. Consideration for Approval to Hire an [Automotive Instructor](#)
  - v. Consideration for Approval of [Faculty Overload/Summer Stipends \( 3pp\)](#)
  - vi. Consideration for Approval to Ratify [Part-Time Employees](#)
  - vii. Consideration for Approval to Authorize the President to make an [Emergency Hire](#) for a Medical Assistant Instructor
  - viii. Consideration for Approval of [President's Contract](#)
- B. Consideration of Approval for Non-Renewal, Resignation, or Termination of any staff or employee of the College pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
  - i. Consideration for Approval of Full-Time [Employee Resignation \( 1pp\)](#)
  - ii. Consideration for Approval of Full-Time [Employee Resignation \( 1pp\)](#)
- C. Consideration of Approval Consideration of Items That May Lead or Have Led to Litigation pursuant to [5 ILCS 120/2 \(c\) \(11\)](#)

**XIV. Executive Session Action Items**

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
  - i. [Collective Bargaining Update](#)
  - ii. Consideration for Approval to Hire the [Anna Center Coordinator](#)
  - iii. Consideration for Approval to Hire the [Learning Skills Specialist](#)
  - iv. Consideration for Approval to Hire an [Automotive Instructor](#)
  - v. Consideration for Approval of [Faculty Overload/Summer Stipends \( 3pp\)](#)
  - vi. Consideration for Approval to Ratify [Part-Time Employees](#)
  - vii. Consideration for Approval to Authorize the President to make an [Emergency Hire](#) for a Medical Assistant Instructor
  - viii. Consideration for Approval of [President's Contract](#)
- B. Consideration of Approval for Non-Renewal, Resignation, or Termination of any staff or employee of the College
  - i. Consideration for Approval of Full-Time [Employee Resignation \( 1pp\)](#)
  - ii. Consideration for Approval of Full-Time [Employee Resignation \( 1pp\)](#)
- C. Consideration of Approval Consideration of Items That May Lead or Have Led to Litigation

**XV. Trustee Comments**

**XVI. Adjournment**

**REGULAR MEETING  
BOARD OF TRUSTEES DISTRICT NO. 531  
SCC EDUCATION CENTER  
July 5, 2022, 5:30 P.M.**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on July 5, 2022 in the Education Center and via Zoom. The meeting was called to order by Chairperson Steve Heisner.

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Roll Call**

**The roll call was as follows:**

<b>Present</b>	<b>Trustee</b>	<b>Present</b>	<b>Trustee</b>
✓	Mr. James Darden	✓	Ms. April Moore, Secretary
✓	Ms. Deborah Shelton-Yates, Assistant Secretary	✓	Mr. John Windings
✓	Mr. Steve Heisner, Chairperson	✓	Ms. Andrea Witthoft, Vice Chairperson
✓	Mr. Michael McMahan		Ms. Riley Scarbrough (Advisory Vote)

**Others Present:**

<b>Present</b>	<b>Others</b>	<b>Present</b>	<b>Others</b>
✓	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	✓	Emily Forthman, Executive Director of Human Resources
	Dr. April Teske, Executive Director Institutional Effectiveness	✓	Kevin Hunsperger, Executive Director of Public Information & Marketing
	Dr. Jeffrey Dufour, Executive Director of Saints Foundation	✓	John Schneider, Attorney
✓	Dr. Ian Nicolaidis, S.C.E.A., President		Dr. Ryan Thornsberry, Instructor of English
✓	Tina Dudley, Executive Assistant, President & Foundation	✓	Brad McCormick, Consultant

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**IV. APPROVAL OF AGENDA & ADDENDUMS**

**MOTION NO. 1**

A motion was made by Michael McMahan and seconded by James Darden **to approve the Agenda and Addendums as follows:**

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

**V. DISPOSITION OF MINUTES - June 6, 2022  
Regular Board Meeting**

**MOTION NO. 2**

A motion was made by Andrea Witthoft and seconded by April Moore to approve the minutes of the June 6, 2022, Regular Board Meeting.

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

**V. DISPOSITION OF MINUTES - June 24, 2022  
Special Board Meeting, Board Finance Committee**

**MOTION NO. 3**

A motion was made by James Darden and seconded by Deborah Shelton-Yates to approve the minutes of the June 24, 2022, Special Board Meeting, Board Finance Committee.

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

**VI. RECOGNITION OF GUESTS AND PUBLIC COMMENT**

Dr. Taylor introduced Lydia Dover, Director of Workforce Development; Cody Dawson, Research Associate; Timothy Cornwell, IT Support Specialist and Cecilia Knight, Librarian. There were no public comments.

**VII. COMMUNICATIONS**

Reports from Faculty, President Taylor, Senior Leadership, the Saints Foundation and ICCTA were presented within the previously sent Board Book.

**VIII. APPROVAL OF CONSENT AGENDA**

**MOTION NO. 4**

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

Treasurer's Report

Approval of Bills

Education Fund	<b>\$2,301,618.64</b>
Building Fund	<b>147,488.69</b>
Restricted Bldg. Fund	<b>4,350.00</b>
Bond & Interest Fund	<b>0.00</b>
Auxiliary Enterprises Fund	<b>81,049.73</b>
Restricted Purposes Fund (Grants)	<b>468,534.65</b>
Restricted Purposes - FWS*	<b>1,691.04</b>
Restricted Purposes - PELL	<b>0.00</b>
Restricted Purposes - SEOG	<b>0.00</b>
Trust & Agency Fund	<b>4,266.80</b>
Audit Fund	<b>0.00</b>
Liability Protection Settlement Fund (TORT)	<b>78,165.56</b>
Grand Total	<b>\$3,087,165.11</b>

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

**IX. CONSIDERATION FOR APPROVAL OF FUND TRANSFER****MOTION NO. 5**

A motion was made by Deborah Shelton-Yates and seconded by Andrea Witthoft to **approve the interfund transfer (\$65,000.00): To make an interfund loan from the Education Fund to Restricted Purposes Fund (5.31.22)**

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

**X. MONITORING REPORTS**

The Annual Community Education Monitoring Report was presented in the previously submitted Board Book for a first read.

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## XI. A. Board Finance Committee Update

The Board will review the updates of the Board Finance Committee (BFC), including the recommendations made by the BFC and direct any questions to BFC Chairperson John Windings, Vice President (VP) Clark or Dr. Taylor.

### MOTION NO. 6

**XI. B. CONSIDERATION FOR ISSUANCE OF NOT TO EXCEED \$6,450,000 GENERAL OBLIGATION DEBT CERTIFICATES (LIMITED TAX), TO BE ISSUED BY THE DISTRICT, PURSUANT TO SECTION 17(b) OF THE LOCAL GOVERNMENT DEBT REFORM ACT, AND THAT THE BOARD OF TRUSTEES WOULD CONSIDER THE ADOPTION OF A RESOLUTION PROVIDING FOR AN INSTALLMENT PURCHASE AGREEMENT IN ORDER TO COMPLETE CAPITAL PROJECTS IN AND FOR THE DISTRICT, INCLUDING BUT NOT LIMITED TO IMPROVING AND UPGRADING EXISTING DISTRICT FACILITIES, AUTHORIZING THE ISSUANCE OF SAID CERTIFICATES EVIDENCING THE RIGHTS TO PAYMENT UNDER SAID AGREEMENT AND PROVIDING FOR THE SALE OF SAID CERTIFICATES.**

#### **Chairperson Heisner Continued:**

This resolution sets forth the parameters for the issuance of not to exceed \$6,450,000 of General Obligation Debt Certificates and sale thereof by designated officials of the District and summarizes the pertinent terms of said parameters, including the specific parameters governing the sale, length of maturity, rates of interest and purchase price for said Certificates.

#### **Secretary Moore read:**

RESOLUTION authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, in and for Community College District No. 531, Counties of Alexander, Johnson, Massac, Pulaski, Union, and Jackson and the State of Illinois, and for the issue of not to exceed \$6,450,000 General Obligation Debt Certificates (Limited Tax), of said Community College District evidencing the rights to payment under said Agreement, providing for the security for and means of payment under said Agreement of said Certificates, and authorizing the sale of said Certificates to the purchaser thereof.

A motion was made by James Darden and seconded by Deborah Shelton-Yates to recommend that said Resolution as presented and read by title, be adopted. After a full discussion, Chairperson Heisner, directed that the roll be called for a vote upon the motion to adopt said resolution.

On roll call vote, the members voted as follows: M. McMahan, J. Windings, A. Witthoft, J. Darden, D. Shelton-Yates, S. Heisner and A. Moore all voted Yea. R. Scarbrough was absent. **Whereupon the Chairperson declared the motion carried and said Resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of the Board of Trustees of Community College District No. 531, Counties of Union, Alexander, Massac, Pulaski, Johnson and Jackson and State of Illinois, which was done.**

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**MOTION NO. 7**

**XI. C. CONSIDERATION FOR APPROVAL OF FY23 BUDGET, FIRST READ**

A motion was made by April Moore and seconded by Andrea Witthoft to recommend the Board

Accept the FY23 Tentative Budget to be made available for public inspection; Adopt the attached Resolution and Notice of Public Hearing for August 23, 2022; and Authorize the CFO to meet all legal requirements concerning the advertisement of the tentative budget and public hearing.

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

**MOTION NO. 8**

**XI. D. CONSIDERATION FOR APPROVAL OF THE RENEWAL AGREEMENT WITH BUSHUE, INC.**

A motion was made by Deborah Shelton-Yates and seconded by John Windings to recommend the Board approve a one-year contract with Bushue, Inc. from 08/01/22 through July 31, 2023, at a cost of \$5,200.00.

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

**MOTION NO. 9**

**XI. E. CONSIDERATION FOR APPROVAL OF THE 2023 ACADEMIC YEAR STUDENT HANDBOOK**

A motion was made by James Darden and seconded by John Windings to recommend the Board adopt the AY23 Student Handbook with an effective date commencing with the start of the Fall 2022 semester.

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

**MOTION NO. 10**

**XI. F. CONSIDERATION FOR APPROVAL TO RATIFY THE EXPENDITURE TO VIENNA HIGH SCHOOL**

A motion was made by Deborah Shelton-Yates and seconded by Michael McMahan to recommend the Board ratify the payment to Vienna High School in the amount of \$104,610.61 to pay for services rendered for the SIFTC grant.

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

**XII. BOARD POLICY REVIEW/APPROVAL**

None

**MOTION NO. 11**

**XIII. EXECUTIVE SESSION**

A motion was made by Michael McMahan and seconded by April Moore to adjourn and go into Executive Session at 7:01 p.m. for the purpose of discussing:

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to [5 ILCS 120/2 \(c\)\(1\)](#)
- 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 \(c\)\(11\)](#)

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

**MOTION NO. 12**

A motion was made by Michael McMahan and seconded by James Darden to recommend the Board adjourn out of Executive Session at 7:43 p.m.

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

**MOTION NO. 13**

A motion was made by Deborah Shelton-Yates and seconded by John Windings to approve the minutes of the Executive Session held on July 5, 2022.

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

**XIV. A. i. COLLECTIVE BARGAINING UPDATE**

**No Motion Necessary**

**MOTION NO. 14**

**XIV. A. ii. CONSIDERATION FOR APPROVAL TO HIRE A FULL-TIME NURSING INSTRUCTOR**

A motion was made by April Moore and seconded by Deborah Shelton-Yates to recommend the Board approve the hire of Hailey Merriman for the full-time position of Nursing Instructor effective July 6, 2022.

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

**MOTION NO. 15**

**XIV. A. iii. CONSIDERATION FOR APPROVAL TO HIRE A COUNSELOR & ACADEMIC ADVISOR**

A motion was made by Andrea Witthoft and seconded by Deborah Shelton-Yates to recommend the Board approve the hire of Donna Price for the position of Counselor & Academic Advisor with an effective date of July 6, 2022.

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

**MOTION NO. 16**

**XIV. A. iv. CONSIDERATION FOR APPROVAL TO EXTEND CONTRACTUAL SERVICE AGREEMENT FOR A FINANCIAL & COLLEGE OPERATIONS CONSULTANT**

A motion was made by James Darden and seconded by John Windings to recommend the Board ratify the attached contract and authorize the CEO to enter into an agreement with BeMac Consulting, LLC., for a term of July 5, 2022 through December 31, 2022.

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

**MOTION NO. 17**

**XIV. A. v. CONSIDERATION FOR APPROVAL TO RATIFY SPRING 2022 ADJUNCT FACULTY STIPENDS**

A motion was made by Deborah Shelton-Yates and seconded by Michael McMahan to recommend the Board ratify the Spring 2022 Adjunct Faculty stipends as presented.

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

**MOTION NO. 18**

**XIV. A. vi. CONSIDERATION FOR APPROVAL TO PART-TIME EMPLOYEES**

A motion was made by Deborah Shelton-Yates and seconded by April Moore to recommend the Board ratify the part-time hires listed.

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

**MOTION NO. 19**

**XIV. A. vii. CONSIDERATION FOR APPROVAL OF THE PRESIDENT'S CONTRACT**

Proposals have been reviewed by both parties and a draft contract is ready for approval.

**NO MOTION NECESSARY**

**XV. TRUSTEE COMMENTS**

**MOTION NO. 20**

**XVI. ADJOURNMENT**

A motion was made by John Windings and seconded by Deborah Shelton-Yates **to adjourn at 7:52 p.m.**

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

**Student Trustee Report**  
**Board Report, 08/01/22**

This past month has been hectic for Shawnee! Several kids camps at our main campus opened the door for future Shawnee Community College students. Hopefully, since they had such a great time with our faculty this month, they will want to continue their education with us once the time comes.

The end of the summer semester is here as final exams for our Summer students started on July 27<sup>th</sup>. Hopefully, this summer semester was enriching and kept our students busy with learning. Registration for the fall semester begins on August 13<sup>th</sup>, and it starts on August 17<sup>th</sup>. Congratulations to all of our students who finished this summer semester strongly. Let's start the fall semester with a bang!

***Submitted by: Riley Scarbrough, Student Trustee***

**Faculty**  
**Board Report, 08/01/22**

*The following information was submitted to me for the August faculty report. I compiled the information on July 21, 2022 in the order that it was received.*

Jessie Smith-Fulia and Ryan Thornsberry attended and represented faculty at a two-week training with other Shawnee employees on guided pathways. The trainings showcased ways that other colleges have improved outcomes and enrollment.

Lori Armstrong took SCC's snakes for a reptile education program at Giant City SP July 12th. This program was for 3-6th graders attending camp with the African American History museum. The kids were very enthusiastic about holding snakes...many for the first time!

Eric Howard completed four seminar classes, six hours each, hosted by The Southern Illinois Criminal Justice Program; Firearm Restraining Order Law Analysis, Laws Concerning Stops and Use of Force, Emergency Medical Response, and Mental Health Awareness and Response.

Eric Howard also completed training with The Emergency Management Institute/FEMA regarding The National Incident Management System.

Mike McNally has been in the UK visiting family and intends to create a short trip for a small group of students interested in history. He visions taking students to the UK every year or two beginning 2024. He has ideas on how to control the overall cost of such trips for students and plans to share the information soon. Touring parts of the UK with students has been a goal of his for at least a decade!

**Compiled by faculty submissions**  
**Ian Nicolaidis, Shawnee College Education Association, President**

President Report  
- Sent Separately

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## **Academic Affairs**

### **Board Report, 08/01/22**

#### **Dean of Transfer & Adult Education Programs Report**

Closed out the FY22 Perkins Reserve and FY22 Perkins V Basic Grants, expending all grant funds towards CTE program improvement. *(SP Goal 1, Objective 2, Strategy O)*

On July 7, Dr. Shelby and Teale Betts attended a dual credit training held at John A. Logan College. This event was well attended by community colleges from the central and southern part of the state, designed to promote collaboration among community colleges regarding topics centered around current dual credit policy, faculty credentialing, as well as institutional dual credit policies and practices. *(SP Goal 2, Objective 1, Strategy D)*

Beginning on July 11 and continuing through July 22, Dr. Shelby and colleagues participated in a guided pathways summer institute hosted by the Community College Research Center (CCRC). *(SP Goal 1, Objective 1, Strategy C)*

On July 12, Dr. Shelby, Lori Armstrong, and math faculty met with Kathy Almy of Almy Education regarding continued co-requisite course development for MAT 110 and MAT 113, multiple measures placement, and the implementation of ALEKS PPL. *(SP Goal 2, Objective 4, Strategies C, D, and F)*

On July 13, Dr. Shelby was part of a panel who presented during a session at the 2022 College Changes Everything virtual conference. The presentation showcased the college's work as part of the ASPIRE project and efforts meeting the demands on developmental education reform across the state.

Dr. Shelby submitted quarterly reports for the following grants: FY22 Perkins Reserve (Q4), FY22 Perkins V Basic (Q4), and FY23 Developmental Ed Corequisite Grant (Q2).

#### **Coordinator of High School Partnerships and Pathways Report**

On July 7, Dr. Shelby and the Coordinator attended a dual credit training at John A Logan College. *(SP Goal 2, Objective 1, Strategy D)*

On July 13, the Coordinator, along with Leslie Weldon, attended Meridian High School's Parent Night to talk about Fast Start and dual credit opportunities. *(SP Goal 2, Objective 2, Strategy D)*

#### **Director of Adult Education and Alternative Instruction Report**

(No report due to new fiscal year and vacation)

#### **Nursing and Allied Health Report**

##### **Nursing**

ADN Pinning Ceremony is scheduled for July 28th at 6pm in the Ed Center.

The fall ADN program begins with an Orientation on August 12th and the current enrollment will be 46 students (including both full and part-time) during the next academic year. August's enrollment data will break the new ADN cohorts down into 2023 and 2024 cohorts.

May 2022 PN Graduates have begun taking their NCLEX State board exams. We know of at least 10 students who have taken and passed their exam. We will have data from the state regarding summer testing after 10/31/22.

**Enrollment Data:**

**Practical Nursing 22-23 Cohort:**

Beginning of Month	PN (Total FT/PT)	Full-Time (Expected 2023 Grad)	Part Time (Expected 2024 Grad)	Reason for change
June 2022	28	21	7	
July 2022*	26	19	7	1 dropped program Week 6, 1 medical leave.

\*as of 7/18/22

**ADN 2021-2022:**

Beginning of Month	ADN (Total FT/PT)	Drop/Fail/WD
June 2022	28	2 failed May 2022
July 2022	28	

**Allied Health**

There are currently 8 students enrolled in the Alexander County EMT program on Saturdays throughout the Fall 2022 Semester.

We are actively search for a Medical Assistant Instructor for Fall 2022 due to the recent resignation of Mrs. Ball.

There are presently 9 students enrolled in the MA Program for Fall 2022.

**Career and Technical Programs Report**

**CPR & Public Safety**

The CPR Program has held 38 classes and certified 143 students thus far for the Summer Semester. There are currently 8 more classes scheduled to take place this summer.

The Driver Safety Program received and processed 283 applications for Summer Semester. There have been 129 participants who received a certificate of completion.

**CPR Courses:**

Subject	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022
# of Classes	33	51	36	25	21	4

<b>Total Student Headcount</b>	92	188	209	81	82	26
<b>Total Credit Hours</b>	44.5	91.5	69.5	33.5	41	13

\*As of Jul 11, 2022

### Workforce Development

The SBDC facilitated a virtual Grant Writing Webinar on June 25th. There were 12 in attendance.

The SBDC hosted the monthly Coalition for Minority Businesses meeting on June 9. There were 9 in attendance. George Moss of Moss Heating & Cooling in Cairo was the keynote presenter.

Dr. Mason, Lydia Dover, and Brett Whitnel completed the Shawnee Community College Grant Management Training and Diversity, Equity, and Inclusion online training.

Lydia Dover and Brett Whitnel attended the July 7th Union County Chamber of Commerce Meeting. They promoted the ELITE camp, Social Media Class & Grant Writing Class coming up. Three new clients signed us as clients for the SBDC at the meeting.

SBDC met with 10 minority-owned businesses to discuss minority business certification and potential enrollment in a certification workshop.

### Driver's Safety Classes (noncredit)

Subject	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022
# of In-person classes	2	3	4	3	2	2
# of online classes						
<b>Total # of Classes</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>2</b>
In-person Student Headcount	8	11	24	18	21	21
Online Student Headcount	112	131	70	140	121	36
<b>Total Student Headcount</b>	<b>120</b>	<b>142</b>	<b>94</b>	<b>158</b>	<b>142</b>	<b>57</b>

### SBDC Courses & Advising:

Subject	May 2022	June 2022	July 2022*
Number of Non-Credit Classes	1	2	0
Number of Credit Classes	0	0	0
Total Student Headcount	8	8	0

<b>Total Credit Hours</b>	<b>0</b>	<b>0</b>	<b>0</b>
Face-to-Face Advising Clients	18	20	4
Phone Advising Clients	25	27	3
Email Advising Clients	15	21	1
<b>Total Clients Advised</b>	<b>58</b>	<b>68</b>	<b>8</b>
Face-to-Face Advising Hours	34.25	44.5	11
Phone Advising Hours	24	30.75	2.5
Email Advising Hours	8.25	12.25	1
<b>Total Advising Hours</b>	<b>66.5</b>	<b>87.5</b>	<b>14.5</b>
<b>New Client Sign-ups</b>	<b>3</b>	<b>5</b>	<b>3</b>
<b>Personal Development Hours Total</b>	<b>52</b>	<b>70.5</b>	<b>4</b>
<b>Minority-owned business w/Licensure</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*July dates are the 1st-11th

Upcoming events and workshops were promoted during an outreach blitz in Union County and Johnson County. The team visited with more than 20 prospective clients while passing out flyers. Events promoted were Grant Writing, ELITE Camp, Social Networking, Driver Safety Classes, and information on the business support services available to businesses that become an SBDC client. A follow-up email was sent to each contact to provide additional information, more details of the events, and/or respond to questions posed during the initial outreach.

Darci Cather

Vice President Academic Affairs

08/01/22

Date

## **Guided Pathways Academic Affairs and Student Affairs Divisions Joint Project Board Report, 08/01/22**

On July 11, a group of faculty, staff, and administrators participated in a two-week, intensive guided pathways summer cohort conducted by the Community College Research Center (CCRC). Participants included:

Jipaum Askew, Director of Educational Talent Search

Mindy Ashby, Director of Student Success

Teale Betts, Coordinator of HS Partnerships & Pathways

Darci Cather, VPAA

Carrie Davis, Academic Advisor & Recruiter

Dr. Cara Doerr, Director of Recruitment & Enrollment

Lindsay Johnson, Director of Community Education & Outreach Centers

Kaylyn Meyers, Retention Specialist

Dr. Lisa Price, VPSA

Dr. Kristin Shelby, Dean of Transfer and Adult Education

Jesse Smith-Fulia, Social Work/Sociology Faculty

Dr. April Teske, Executive Director of IE

Dr. Ryan Thornsberry, English Faculty

As part of the institute, participants reviewed critical SCC data sets, completed readings on best practices, heard from community college leaders around the nation, and completed various assignments, including a communication plan around guided pathways and next steps for guided pathways development. The primary focus of the institute was on the second pillar of guided pathways: Help students choose and enter a path. As part of this principle, participants learned about CCRC's Ask-Connect-Inspire-Plan (ACIP) model. As the college implements the guided pathways model, monthly reports will be submitted to the Board of Trustees. The following information is intended to provide Trustees with a basic understanding of guided pathway.

*What are guided pathways?*

Guided pathways can be defined in several ways. Brown, Minaya, and Lahr (2022)

define guided pathways as,

a whole-college reform that aims to help students choose, enter, progress through, and complete community college programs that enable them to secure sustaining-wage employment or transfer with junior standing in a major - and to do so at an affordable cost and in a reasonable timeframe (p.3).

Guided Pathways is a **movement that seeks to streamline a student's journey through college by providing structured choice, revamped support, and clear learning outcomes**—ultimately helping more students achieve their college completion goals.

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*Why is Shawnee Community College developing and implementing guided pathways?*

The Guided Pathways model is considered best practice, and across the nation, many colleges have already begun to implement the guided pathways framework. In order to stay current and competitive with our peers, Shawnee Community College will follow best practice through a multi phased development and implementation plan of guided pathways. This plan will be fully aligned with the College's strategic plan which already incorporates many strategies from the guided pathways framework. Hence, SCC is formalizing our commitment to guided pathways.

Additionally, research shows that institutions who have implemented guided pathways best practices have shown positive results in their enrollment, retention, and completion rates, as students are able to complete high-quality credential aligned with labor market needs in a timely manner.

*What is CCRC's Ask-Connect-Inspire-Plan (ACIP) model?*

Through research, with a cross range of almost 120 community colleges implementing guided pathways reforms, the CCRC has developed a framework or "formula" for increasing student retention and subsequent student success. SCC aims to maximize the student experience during onboarding by exploring personal, career, and academic options utilizing CCRC's Ask-Connect-Inspire-Plan (ACIP) model:

Counselors and advisors ASK students about their interests, strengths, aspirations, and life circumstances to explore potential degree programs and career paths that are aligned with their goals.

CONNECT students with faculty, peers, alumni, and employers as resources to assist with their chosen degree program and career path.

INSPIRE students in their first term with at least one course that "lights their fire" for learning.

Help students PLAN an individualized education plan in their career path and empower faculty to utilize active classroom teaching strategies that engages and energizes students.

## References

Brown, A., Minaya, V., & Lahr, H. (2022). *A strategy for estimating the effects of whole-college guided pathways reforms in community colleges*. Columbia University, Teachers College, Community College Research Center.

<https://ccrc.tc.columbia.edu/media/k2/attachments/estimating-effects-whole-college-guided-pathways-reforms.pdf>

[CCRC's Ask-Connect-Inspire-Plan \(ACIP\) Framework](#)

**Administrative Services**  
**Board Report, 08/01/22**

**Facilities Department**

Continued to paint classroom and install TV's where required. Directed, assisted faculty and staff for grounds beautification day. Continued weekly mowing and weed removal. Repaired a leak in the line for the lagoon. Continued to monitor progress of the truck driving lot in Metropolis, which continues to be on track for readiness for the fall semester. Started trimming trees and bushes around the main campus. Continued service work and motor replacement on HVAC units. Worked with Jarvis Electrical to replace LED bulbs in Anna, completed project throughout the center. Continue to replace bulbs in the main campus and extension centers, this is an ongoing project. Continue setups for all campus functions, including our CAMP events.

**Business Service Department**

Attended HEERF CARES Act Webinar on new quarterly reporting guidelines. Completed quarterly HEERF CARES Act Grant report and posted to the College's website. The Business Office has begun testing processes in Ellucian Cloud in preparation for the upcoming conversion. Attended webinar on GASB 87 lease accounting. Updated the College's current Travel Policy to reflect business office processes in the Business & Finance Team Meeting. Attended the Illinois Community College CFO meeting via zoom. Collaborated with academic affairs on the SIUC National Science Foundation grant proposal. Completed the FY23 budget import into the Colleague system. Provided business office staff with new general ledger department code information. Completed the general ledger department code organizational charts and provided them to administration. Completed indirect costs and quarterly benefits for grants. Met with grant administrators on fiscal year end closeouts.

**IT Department**

The IT Department began User Acceptance Testing with the Ellucian Cloud. This is the final testing before the go-live scheduled on August 29. End users are required to test functionality with the cloned Cloud environment to ensure a smooth transition. All full-time staff and faculty now have access to the Virtual ID card system. Additional internet access points have been added to meeting areas at Main Campus. Adding networking cabling for new Metropolis Adult Ed classroom scheduled. Upgrading two labs with Windows 11 for BOT division. Hosted the Roblox Kids' Camp.

**Administrative Services / CFO**

Submission to iGen (Illinois Green Economy Network), two separate grants for FY23 Notice of Funding Opportunity. The first funding proposal has requested \$191,060.00 for lamp removal and replacement of 5,617 T8 fluorescent bulbs, 1,874 fixtures and replace with the installation of LED energy efficient lighting at the College's main and Rustic Campus. The second funding proposal has requested \$8,339.00 for one, dual-sided charging station for electric vehicles. Clery Reports have been sent to our surrounding municipalities (13), to provide disclosure of campus security policy and

campus crime statistics. Participated in multiple monthly meetings, including Union County CEO Meeting, GFOA budget meetings, bid opening for the SCC Ballfield Road, discussions regarding IntraFi Network Deposits, Net Zero Emissions, Covid Mitigation, Ellucian Cloud User Acceptance Testing and interviews for Facility Condition Assessment.

*Chris Clark*

Vice President of Administrative Services

**Human Resources**  
**Board Report, 08/01/22**

I spent July recruiting for and conducting interviews for the following positions: Automotive Faculty, Center Coordinators for Vienna and Anna, Learning Skills Specialist and the Administrative Assistant to the Dean of Transfer. I also held orientation for the new hires.

July has been a whirlwind of fun with seeing all the campers around. I was able to help with signing in campers and attending a few of the sessions, such as the band performance and Elite Business plan presentations to support them.

The DEI Council is preparing to go through all of the policies in the employee section and divide them between all the teams so that they can start to be reviewed. We have partnered with a representative to come on campus to speak to employees about a discount for those interested in the Air Med Care plans. Information was shared with the college regarding Minority Mental Health month.

The Cultural Awareness team's focus for July was showcasing the ABILITIES in those with disabilities for American Disability Act Day on July 26th.

The Professional Development team secured Sherry Wessel, GM of Harrah's Casino in Metropolis for the upcoming Convocation to give an overview of the importance of Customer Service.

***Submitted By: Emily Forthman***  
***Executive Director of Human Resources***

**Institutional Research, Effectiveness, & Planning**  
**Board Report, 08/01/22**

The following report summarizes the more notable activities conducted by the Office of Institutional Effectiveness since the submission of the last Board report (June 23, 2022-July 19, 2022)

Continued meeting with 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 (2.1.H., 4.1.A., 4.1.E, 4.1.F., 4.2.C., 4.3.C., 4.5.B., 4.5.C.).

Continued work on an internal data dashboard in CROA for employee access. Goal is to implement in August.

Attended the Ellucian Cloud migration “town hall” hosted by IT.

Began work on refining the enrollment comparison reports to better reflect reimbursable vs non-reimbursable credits

Began working on a more efficient form for academic assessment data collection of the general education core competencies

Worked with D. Cather, L. Price, M. Ashby, and B. Goforth on final selection and purchase of Career Coach

Along with L. Dover, refined the listing of Continuing Education and Workforce Training courses and began developing reports to inform this annual monitoring report.

Completed Tableau Dashboard training videos for our external facing dashboard on our website.

Participated in a SmartEvals implementation meeting

Completed data and reporting requirements and requests:

Continued work on the CCRC Summer Institute data files (2.1.A.)

Continued work on the Community College Baccalaureate (CCB) proposal data (1.2.)

Worked with L. Johnson on the B1007 annual monitoring report presentation (4.1.G.)

Along with IT, worked with the CROA consultant on regular reporting needs and updates for ICCB reporting (4.1.F., 4.1.H.)

Attended CROA Fundamentals, Intermediate, and Advanced trainings (3.2.A., 4.1.F.)

Completed data compilation and analysis of the Problem-Solving Core Competency rubric (4.2.A.)

Worked with S. Black on mid-term reporting requirements.

Along with K. Sauerbrunn, worked on a proposal for our HIT programs (1.2.K.)

Attended several of the CCRC meetings for the development of Guided Pathways (2.1.A.)

Reviewed GFOA Budget examples in preparation for our Budget document development (4.6.D.)

The Office of Institutional Effectiveness was represented in the following Shared Governance meetings and has completed resulting action items (3.4):

Executive Council (7/7/22)

Employee Relations (7/19/22)

***Submitted by: Dr. April Teske***  
***Executive Director of Institutional Effectiveness***

**Public Information & Marketing**  
**Board Report, 08/01/22**

Unless otherwise noted, the reporting period is from June 23 to July 20, 2022. In July, Facebook changed our page to the 'New Page Experience,' gradually changing pages to a new format. This also means new analytics and data. Let me know if you have questions.

**Facebook**

**Total followers:** 6,990

**Facebook page reach:** 35,776 (-12.9%)

\*This is the number of people who saw any content from the Shawnee Community College FB page or about our page. This includes posts, stories, ads, social information from people who interact with our page, etc.

**New page followers:** 36 (%)

**Page visits:** 2,487 (+96.1%)

**Post engagement:** 7,400 (+4.5%) (NOTE THIS IS A 90-DAY COMPARISON Jan. 2022-March 2022 vs. April 2022-June 2022)

\*This is the number of times people engaged with a post through reactions, comments, shares, or clicks.

**Facebook Ads**

**Paid Reach:** 13,268 (+2.2%)

**Paid Impressions:** 41,265 (+29.9%)

**Instagram**

**Total followers:** 1,043

**New Followers:** 17

**Reach:** 16,748 (+384%)

**Profile Visits:** 369 (+47%)

**Accounts Engaged:** 669 (+277%)

**Twitter**

**Total followers:** 1,163 (+7)

**Tweets:** 124 (-13.3%)

**Tweet impressions:** 14,800 (-9.7%)

**Profile visits:** 6,044 (-13.3%)

**Mentions:** 14 (+100%)

**LinkedIn**

**Total followers:** 2,197 (+26)

**Impressions:** 1,100

**Media Coverage**

We were part of an article in the Southern about dual credit on July 8, 2022. Teale Betts and student Carly Peck were interviewed. WSIL featured our baseball and softball teams on the evening sports after it was announced both teams made the NJCAA Academic Teams of the Year list on July 13.



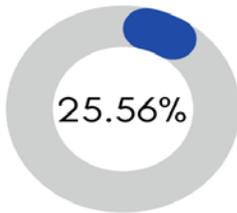
**June 20- July 19, 2022 Report  
Tactics: SEM**

**Paid Search Report / Budget \$1,440**

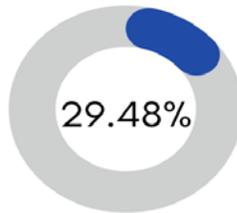
Actionable Clicks	Cost	Impressions	Cost Per Click	Phone Calls
3.13k	\$1.44k	10.6k	\$0.46	82

Actionable Clicks: the user clicked on your ad and then took action on your page.

**Impression Share**

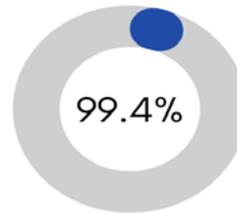


**Click through Rate**



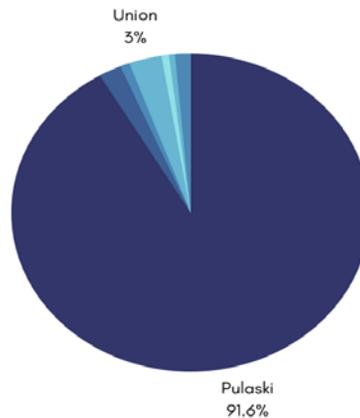
Nationwide Average 3.78%

**Ad Optimization Score**

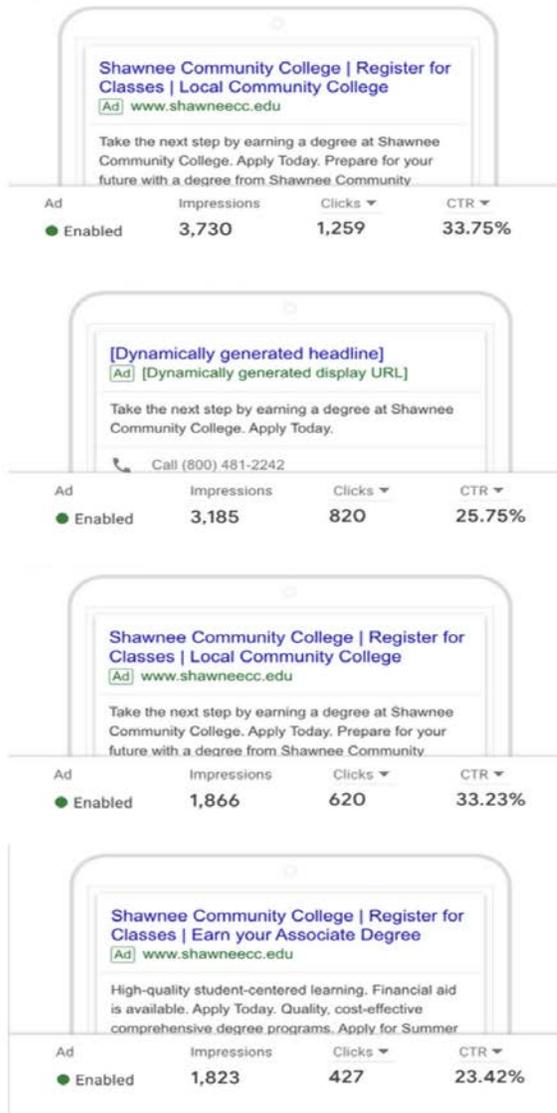


**Top Locations**

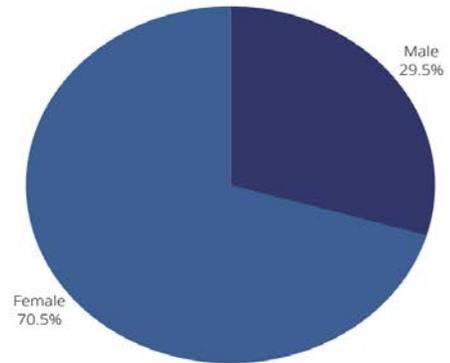
- Pulaski County
- Union County
- Massac County
- Williamson County
- Johnson County
- Alexander County
- Jackson County



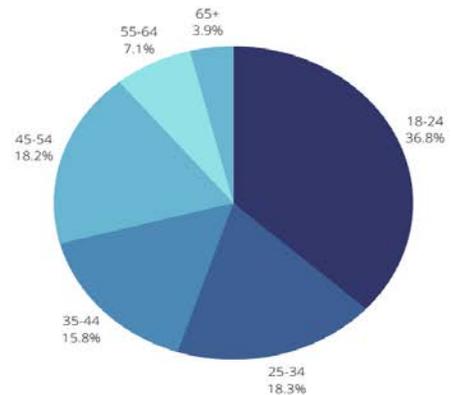
### Top Performing Ads



### Gender



### Age



### Highest click through rate

Male 18-24 - 32.8%  
Female 18-34 - 31.08%

**Submitted By**  
**Kevin Hunsperger**  
**Executive Director of Public Information & Marketing**

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**The Saints Foundation**  
**Board Report, 08/01/22**

Dr. Jeffrey Dufour has moved on to another position effective July 14, 2022. The Saints Foundation Board of Directors wishes him the best. We are currently interviewing for an Executive Director.

To date, the Foundation has awarded over \$40,000 in scholarships to incoming and continuing students. It is with great pleasure that we are able to support students throughout their educational journey and playing a small part in their completion of a degree or certificate thanks at Shawnee Community College. The Foundation is grateful for the support of its donors, whose true wish is to help alleviate the financial burden of our students.

The Foundation is working in conjunction with the Athletic Department and Coach John Sparks with the Saints Golf Challenge scheduled for Friday, September 9. Union County Country Club will host the event. Lunch is provided beginning at 11:30 am and shotgun start is at 1pm.



The Saints Foundation recognizes the loss of Flora Bridges Helman. The Helman family established a memorial scholarship after the untimely death of grandson Andy Helman. We are humbled and honored to award scholarships to deserving SCC students. Our thoughts are with the family.

The Foundation has received a large donation which will establish a Nursing specific scholarship. We are honored to fulfill donor wishes and excited to assist our nursing students.

***Submitted by:***  
***Tina Dudley, Executive Assistant to the President and Saints Foundation***

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**Student Affairs**  
**Board Report, 08/01/22**

**Student Support Services – Amber Suggs**

The Student Support Services (SSS) did outreach efforts to students who did not enroll last year. The intention was to encourage students to enroll for the fall semester and discuss removing barriers.

Mindy Reach Retention Specialist and Tanya Hill Career/ Transfer Advisor took students to the Murray State University Paducah Campus/ Escape Room, Von Gogh Experience, SIUC.

Our SSS Advisors have been participating in advising training. Also, we are closing out our recruitment for the school year while gearing up to recruit for the new school year.

**Educational Talent Search – Jipaum Askew**

After completing the summer session, ETS staff is focusing on preparing files in Blumen, the program's enterprise resource planning system, to record student program activity in preparation for the upcoming annual performance report (APR) and completing student information in the filing system. Staff is also planning the beginning school year welcome back activities for students for ETS schools.

**Athletics – John Sparks**

**General News (John Sparks)**

Chevis Thompson & John Sparks attended the Rising Coaches Conference in Chicago, IL.

**Men's Basketball (John Sparks)**

The SAINTS have completed their 2022 recruiting class, and we are excited about the upcoming season. The 2022-23 men's basketball schedule is nearing completion.

**Women's Basketball (Chevis Thompson)**

The Lady Saints have completed their recruiting for the 2022-23 season. The 2022-23 women's basketball schedule is nearing completion.

**Baseball (Ken Reichert)**

Saints Baseball are working diligently on their recruiting this summer.

**Softball (Kyle Smith)**

The Lady Saints are close to completing finishing up their recruiting.

**Volleyball (Jamie Chambers)**

The Lady Saints Volleyball team has completed their recruiting class for 2022. They have started conditioning, with the first day of practice scheduled for August 1.

**Recruitment & Enrollment – Dr. Cara Doerr**

Donna Price joined the team on July 18, and we are busy with onboarding and training.

Work is ongoing with regard to restructuring the financial aid order of billing. I am working to tighten up processes, update materials, and streamline operations in the Financial Aid and Registrar Offices.

Working with Institutional Effectiveness and IT to review CROA Admission, Advisement, and Enrollment reports and make necessary adjustments when applicable.

I assisted with coverage at the Anna Extension Center on July 5<sup>th</sup> and 7<sup>th</sup>. I attended CROA Web Intelligence Intermediate and Advanced Training on July 8. I attended the working CCRC Summer Institute on July 11, 12, 14, 18, 19, and 21<sup>st</sup>.

SIU Admissions hosted a virtual training session on July 12 for SCC Academic Advisors and Student Affairs staff. SIU provided information and instructions on accessing the Saluki Transfer Enrollment Portal (STEP), provided Transfer Equivalency Guides, and Catalog and program updates.

Financial Aid Advisors, Recruiters/Advisors, Coordinator for HS Partnerships, Registrar staff, and VPSA stuffed "We Appreciate You" bags on July 15 for district high school employees and assisted with SCC clean-up. We attended and supported the band/choir kid's camp performance as well.

The Ellucian Cloud testing started for Student Affairs with a go-live date of August 29 giving us a little extra time for using the test environment to detect any errors. All academic advisors, financial aid advisors, and student affairs support staff are testing and recording their results in a spreadsheet. The testing spreadsheets are then shared with Danielle Boyd, Dwayne Fehrenbacher, Dr. Lisa Price, and Dr. Cara Doerr.

**Recruitment & Advisement**

The Recruiters/Advisors are busy advising and registering students for fall. We are ordering recruitment and promotional materials for the upcoming recruitment cycle.

Several attended the Massac County Youth Fair on July 19 and helped with handing out watermelon and promoting the Truck Driving Program.

Advisors/Recruiters are attending High School Registration Days.

Meridian High School - July 13  
Dongola High School - July 26 & 28  
Anna-Jonesboro High School - July 27 & 28  
Vienna High School - July 27 & 28  
Shawnee High School - August 1  
Massac High School - August 3-5

Enrollment as of 07/18/22\*

Summer 2022

increase of 20 student registrations = 3.12% increase over last year  
 increase of 592 cr. hrs. = 22.67% increase over last year

Fall 2022

increase of 163 student applications = 34.17% increase over this week last year  
 down 16 student registrations = - 2.74% decrease over this week last year  
 down 524.5 cr. hrs. = -7.89% decrease over this week last year

**Financial Aid**

Mailed Summer 2022 refund checks on July 6. Submitted the annual ISAC Budget through GAP Access. Staff attended the "Webinar After Certification: How to alter Disbursements and Use Reports within ELMO" on July 14, the "July Office Hours for SCOs-Session 1 Confirmation," and the "Meet Illinois ELRs" webinar on July 20. Updated scholarships and waivers as students added or dropped classes for the Fall 2022 semester. Assisted students with questions regarding the FAFSA, verification, professional judgement, and dependency overrides.

**Registrar**

Colleague UI is set to go offline on Wednesday, August 24, at 4:15 pm. It will not be available until that weekend for final testing and sign-off. IT will send out further instructions on what that will entail as we approach that date. UI will be available again on Monday, August 29. Danielle Boyd attended virtual CROA consulting on July 22.

**Student & Community Outreach - Lindsay Johnson**

Anna Extension Center

The Anna Extension Center hosted a variety of classes and events in July. On July 5, the second four-week course, Cultural Diversity, began. This course was partnered with the first four-week course in June, Art Appreciation. Many students appreciate having this format during the summer by focusing on one course at a time in a shorter timeline. In addition, the Anna Center underwent a few upgrades in July. Many classrooms received upgrades to replace smartboards with larger TVs for more up-to-date instructional needs. On July 6<sup>th</sup> and 7<sup>th</sup>, SCC Anna Center participated in an energy efficiency project with Ameren to upgrade the lights in the center to new, more efficient LED lighting. Two BLS/CPR courses were taught to community members on July 6<sup>th</sup> and 12<sup>th</sup> and a Driver Safety class was held on July 7. The Union County CEO board held a monthly meeting in the conference room on July 19 and the Human Right Authority's board members met at the Anna Center on July 21. On July 12, the Sign Language for Beginners Camp was provided to eighteen youth participants. On July 18 the Saint's Let's Decorate and Create Cookie Camp welcomed sixteen future saints to our campus. Both SCC Saint's Kids Camps have received great feedback from students, parents, and the community.

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Cairo Extension Center

The Cairo Center Coordinator is working to increase dual enrollment opportunities with Cairo and Meridian school districts. The Cairo Center is preparing in hopes of offering a CNA class this Fall at the center. EMT courses have been requested in the region, and a partnership with the Alexander County Ambulance Service and the Cairo Center is in the works to provide this program. During the month of July, the SCC Cairo Center Coordinator also attended the monthly Port Authority meeting on July 11, 2022, the Southern Seven Policy Council meeting on July 20, 2022, and the Arrowleaf Board meeting on July 25, 2022.

Metro Extension Center

The Metro Center held several community events and classes, such as the Driver Safety class on July 16 and the Food Services and Sanitation course on Saturday, July 23. The Metro Center was excited to host an OSHA class on July 16<sup>th</sup>, 23<sup>rd</sup>, and 30<sup>th</sup>. The Metro Center Coordinator participated in a two-day-long Heart-Saver, First-Aid, CPR, and AED course. The coordinator also attended the monthly Metropolis Rotary meeting and presented an overview of SCC's Saints Summer Camps. Several attendees had positive feedback about the camps. One Rotarian member's child participated in the "It's Alive" camp at the Metro Center in June and expressed their enjoyment and hopes for more camps next summer at the Metro Center.

Vienna Extension Center

During the month of July, the Vienna Center began preparation for an active fall semester. On July 27<sup>th</sup> and 28<sup>th</sup>, Shawnee Community College representatives will attend the Vienna High School Student Registration days to recruit new students for the fall semester.

**Student Success – Mindy Ashby**

Director of the Student Success Department, Mindy Ashby, and Retention Specialist, Kaylyn Meyers, participated in the Guided Pathways Summer Institute hosted by the Community College Research Center (CCRC) on Monday, July 11, 2022, through Thursday, July 21, 2022. The Institute was designed to introduce and provide the framework for implementing college-wide change by redesigning the student experience while utilizing the Ask-Connect-Inspire-Plan (ACIP) model for the duration of the student onboarding journey. CCRC facilitators assigned SCC with a number of exercises that necessitated reflection and dialogue amongst staff, faculty, and administrators.

The Student Success Department has planned an open-house-style orientation for all first-time and transfer students. Families are welcome to engage in activities and college tours as well as encouraged to participate in any number of the Q&A panels hosted by Student Services representatives. Orientation dates are Saturday, August 13,

2022, from 9:00 am to Noon and August 16, 2022, from 11:00 am to 1:00 pm Orientation will focus on providing valuable information to first-year and transfer students, along with their families.

The Student Success Department has planned a Week of Welcome (WOW) the first week of the semester. WOW will be held in the Commons and at each of the Outreach Centers. The week is designed to foster a sense of belonging and familiarize students with campus clubs and organizations and support services offered by and through the Student Success Department. Coordinator of Student Engagement, Erin King, has been working diligently on a proposed *Student Engagement Calendar of Events*. All student engagement activities will be posted on the Student Engagement Calendar and promoted through the Student Success Department. Student Success Workshops will provide students with the tools and resources they need to overcome barriers and succeed throughout the academic year.

The Director of Student Success, Mindy Ashby, attended the public forum hosted by the Statewide Independent Living Council of Illinois (SILC), held on July 20, 2022, in Metropolis, Illinois. The call to response was regarding available resources and advocacy for individuals with disabilities who live or desire to live independently.

The Student Success Department had their monthly roundtable meeting on July 20, 2022, to discuss strategic initiatives to support student success. Beginning this fall, Librarian Cecilia Knight, will be instructing the Library as an Information (LRC-0112-95N) course. This two-week course will provide students with quality instruction regarding research, reference materials, and familiarity with campus resources afforded to students outside of the classroom. The Educational Technology Specialist, Rob Lucas, presented the new Student Success Course layout. The Educational Technology Specialist has been instrumental in creating the Student Success Course. This enrichment course was designed with accessibility in mind. All prospective and current students will have equitable access to learn more about our campuses, support services, and scheduled events. This course will be piloted this fall and ready for a full rollout in the Spring Semester.

Cecilia Knight, Librarian, attended the following webinars: *Fostering Diversity, Equity, and Inclusion in the Workplace*; *Symposium on Library Services for the LGBTQIA+ Community*; *Prospective I-Share Libraries Introduction*; *Diversity, Equity & Inclusion Conversation: Everybody at the Table*; *Unconscious Bias in a Diverse Workplace with a fun Awareness Tool*; *Weed 'em and Reap: Getting Your Collection from Awful to Awesome*; *Education Equity Webinar Series: Building Bridges among Generational Differences in the Workplace*; *Ex Libris Alma and Primo VE Demo*; and *Researching Human Rights & Social Injustice with HeinOnline*. She also completed an OCLC class and a SHARE Cataloging class and a *GPS-Guided Pathways Introduction*. She attended the July 5 Board Meeting and was introduced to the Board. She has prepared the LRC-0112 Class for the fall semester and is excited to impart students with the tools for success in their educational careers and beyond.

Rachel Hannan, library assistant, attended the following webinars: *Symposium on Library Services for the LGBTQIA+ Community*; *Prospective I-Share Libraries Introduction*; *Weed 'em and Reap: Getting Your Collection from Awful to Awesome*; and *Ex Libris Alma and Primo VE Demo*. She also created a book display in the library on gardening. The "Grow and Cultivate Your Mind at SCC" display in the main hallway

was created with the assistance of Cecilia Knight and Lila Tolbert (Mindy Ashby's daughter).

In June 2022, the library received eight (8) items from other libraries for the College's patrons. The SCC Library sent 111 of the College's items to patrons at other libraries. SCC accessed 30 audiobooks and eBooks in cloudLibrary. In June 2022, the Library had a total of 96 checkouts and 90 check ins. For fiscal year 2022, the library received 125 items through interlibrary loan, and sent 1,033 items to other libraries to fulfill their patron requests. There were also 330 audiobooks and eBooks accessed in cloudLibrary for fiscal year 2022. For the 2022 fiscal year, the library had approximately 1720 checkouts and 1242 check ins.

There are currently 28 students receiving services from Accessibility and Resource Services. Students receive accommodations such as extended test time, alternative testing sites, professional readers for high-stakes exams, and personalized education plans. Appointments are being made for students applying to receive accessibility services. The appointments allow Student Success Department staff to answer questions about reasonable accommodations and how college accessibility services differ from high school services. A campus tour is provided as well as introductions to TRiO Student Support Services.

The Director of Student Success is participating in the Mental Health First Aid Training (MHFA) from August 23, 2022, through August 25, 2022. The training will credential the Director to train other employees to help recognize students, faculty, and staff who may need mental health support. The institution will have access to training materials and an online platform for future training opportunities. The Director of Student Success will work with the SCC Counselor, Donna Price, to coordinate campus-wide student, faculty, and staff mental health workshop opportunities.

Career Services Coordinator, Blake Goforth, attended the NACE zoom meeting on Wednesday, June 29, 2022. He visited Southern Illinois University Carbondale's Career Development Center and met with Director Jaime Conley, for a tour and overview of their students' services on Tuesday, July 5, 2022. On Wednesday, July 6, 2022, he met with Spencer Cheng, the CEO and Co-Founder of Filtari, to discuss their website service that helps students clean up their social media pages using an AI algorithm technology. The Career Services Coordinator worked with the Executive Director of Public Information and Marketing, Kevin Hunsperger, to form a partnership with Filtari. Mr. Goforth helped Music Instructor, Lee VanAlstine, with band and choir camp the week of July 11-15, 2022. The coordinator participated in Colleague Cloud testing Tuesday, July 12, 2022. The Career Services Coordinator helped put district high school employee appreciation bags together on Friday, July 15, 2022.

The Career Services Coordinator, Director of Student Success, Computer Services Specialist, and Director of Recruitment and Enrollment, met with EMSI/Burningglass, via zoom, on Friday, July 15, 2022, to kick off the new implementation of an all-inclusive career assessment inventory tool, Career Coach. Career Coach is designed to assist students with career decision-making, resume writing. The platform will provide a widget that students can access to seek job opportunities within a 100 mile radius of the SCC district. To align with college's strategic initiatives, Career Coach will be embedded as a recruitment/retention tool in high schools and First Year Experience (FYE) to ensure advisors are guiding students on the correct pathway. The Career

Services Coordinator met with IT Networking Specialist Daniel Kineman on Friday, July 15, 2022, to check the WIFI capabilities of the campus and router locations in preparation for having an influx of students visiting campus for events like the College's orientation and Career Expo which will be held Thursday, November 3, 2022.

### **Student Health/COVID – Kylee Frassato**

The month of July ushered in the end of the Covid-19 testing mandate. As of July 12, 2022, the testing requirements for unvaccinated individuals on a higher education campus have been rescinded. This has brought a feeling of normalcy back to campus that has been missing since the spring semester of 2020. The entire Covid response team has been working hard to truly finish up sanitizing the Covid testing area and taking inventory of the Shield supplies to be sent back to Springfield. Throughout the main campus and extension centers, the health screeners have performed their duties to the best of their abilities and helped keep the Saints community safe. Their ability to roll with what they are thrown in an ever-changing environment has been greatly appreciated. Shawnee ended the summer semester with a total of 2,574 tests administered and only 89 positive cases. The positivity rate ended at 5.79%, and the daily positivity rate fell to 0.06%. Enough thanks cannot be said to the Shawnee community in their efforts to follow the Executive Orders and do their duty to their community.

### **Student Affairs – Dr. Lisa Price**

Dr. Price has been busy interviewing candidates for Anna Center Coordinator, Vienna Center Coordinator, and the Learning Skills Specialist/Tutor Coordinator SSS. She also provided coverage at the Anna and Cairo Centers in the absence of staff. Dr. Price along with several other Student Affairs staff assembled over 800 goodie bags. Staff will be taking these to the area high schools for their personnel in appreciation for all of their help throughout the year.

### **Guided Pathways**

A team of SCC staff participated in the Community College Research Center Guided Pathways Summer Institute. Guided Pathways has been around for many years and Shawnee Community College has been doing some of the components. The overarching theme of Guided Pathways is a movement that seeks to streamline a student's journey through college by providing structured choice, revamped support, and clear learning outcomes – ultimately helping more students achieve their college completion goals. The Guided Pathways Leadership Team members are Darci Cather, Teale Betts, Lindsay Johnson, Jesse Smith-Fulia, Dr. Ryan Thornsberry, Dr. Cara Doerr, Dr. Kristin Shelby, Mindy Ashby, Kaylyn Meyers, Carrie Davis, Dr. April Teske, Jipaum Askew-Robinson, and Dr. Lisa Price. A Guided Pathways update will be provided each month.

Submitted by

***Dr. Lisa Price***



Submitted by James Darden  
Illinois Community College Trustees Association Liaison  
[www.communitycolleges.org](http://www.communitycolleges.org)

## **Colleges, students respond to end of Gov. J.B. Pritzker’s COVID vaccine mandate**

By [Dia Gill](#) and [Madeline Buckley](#)

Jul 15, 2022 at 5:00 am

When the new school year starts this fall, whether Illinois college students and faculty will be surrounded by vaccinated classmates and colleagues will largely depend on where they are enrolled.

Gov. J.B. Pritzker on Wednesday announced an end to a statewide [COVID-19 vaccine mandate](#) for college students and faculty, essentially leaving the policy up to individual schools. On Thursday, some local colleges and universities were still grappling with the decision, while others came down on opposite sides.

Pritzker announced the move — along with other policy changes meant to “carefully unwind” COVID-19 policies and mandates that have been in place throughout the pandemic — despite growing concerns about new coronavirus variants that appear more able to evade immunity.

Northwestern University plans to push forward with its already announced vaccine mandate for the upcoming academic year, but “will continue to adapt (their) own policies and protocols following the advice of public health and (their) own medical experts,” according to a university spokesperson.

This was a relief to Zoe Lewis, a rising sophomore at the university.

“People don’t mask on campus, like they should — especially in classes,” Lewis said. “People are in econ classes with 300-person lectures. And to have the possibility of not only people in there not being masked, but people in there not having vaccines on top of it, is going to cause widespread havoc in communities with these colleges.”

Lewis has asthma and stressed how critical vaccine mandates can be for the health of immunocompromised students on college campuses. Despite Northwestern’s decision to continue with its vaccine mandate, Lewis noted a sense of “anxiety” over returning to Northwestern’s campus without a mask mandate.

Northwestern continues to “strongly recommend” that its affiliates wear masks in spaces where “distancing is not possible when transmission levels are elevated.”

“Not having mask mandates or vaccine mandates typically ... would be fine for college students because typically they are the ones least affected by it, but it’s extremely isolating to any immunocompromised students who have no other choice but to protect themselves and it makes students not able to join social activities, class activities, be ready to go to in person things,” she said.

[Return to Agenda](#)

Meanwhile, Northern Illinois University will not be requiring the vaccine for the upcoming school year, but “strongly encourages” students and faculty and staff members to be vaccinated, a university spokesperson said.

The University of Illinois system hadn’t made a decision yet on Thursday regarding the vaccine policy on its three campuses, saying in a statement that it is still evaluating “how the updated COVID-19-mitigation requirements will impact our three universities.”

“The health and well-being of the people on our campuses will drive our decisions,” the statement read.

Among schools that have not yet announced a policy were the University of Chicago and DePaul University, which said it was still considering its plans for the upcoming school year.

Columbia College in Chicago plans to continue to require students and faculty members to be vaccinated, said Lambrini Lukidis, a spokesperson for the college.

“I think we’ve been a little bit stricter with some of our COVID mitigations,” Lukidis said.

Part of what drives the decision, she said, is the type of instruction at Columbia College, which is primarily theater, music and dance and other arts. “We feel that having the vaccine is an added precaution for our campus community,” she said.

Loyola University and Roosevelt University also said officials plan to require vaccines for students, faculty and staff during the upcoming year.

Pritzker’s tweaks to pandemic rules come in the wake of complaints and lawsuits by conservatives claiming the governor overstepped his authority. Many of the legal challenges to the rules were filed by attorney Thomas DeVore, who is now the Republican nominee for attorney general, though all of those lawsuits have ultimately been unsuccessful.

**To read the full report,**

**<https://iccta.memberclicks.net/assets/docs/ICCTAGRreport71122.pdf>**

**ICCTA Government Relations and Public Policy Report**

July 11, 2022

The Illinois General Assembly’s highly anticipated special session to take up issues related to reproductive rights has been postponed, with a possible return in September before the November 8 general election. It is exceedingly difficult to convene and pass legislation during the summer given member schedules and the higher vote requirement – any legislation with an effective date prior to June 1, 2023, will require super majorities in both chambers.

[Return to Agenda](#)

In a statement about postponing the special session, Gov. JB Pritzker and legislative leaders announced that they want to take a more deliberate and careful approach for adding new protections for abortion and other reproductive healthcare rights. One possible piece of legislation being discussed would expand who can perform abortions. Illinois does not currently allow nurse practitioners to perform procedures, but in many other states they do. Gov. Pritzker has said that he would sign such a bill, explaining that it is necessary as more out-of-state patients come to Illinois seeking abortions.

In addition to legislation related to reproductive health, some legislators are also demanding action related to gun safety. The suspect in the July 4 Highland Park shooting admitted to investigators that he fired a “high-powered rifle” from a rooftop – killing seven and wounding dozens more. Illinois officials are calling for federal gun-safety laws to go further than the legislation President Biden signed last week. At the state level, government and law enforcement officials are trying to determine what went wrong and how to address the gun problem in this state. Possible legislation includes limiting purchase and ownership for those under 21 as well as a complete “assault rifle” ban.

On July 5, Gov. Pritzker issued a [Disaster Proclamation](#) in response to the shooting, declaring Lake County a disaster area to assist in recovery efforts.

Both the reproductive health and gun rights issues will play a role in the 2022 Illinois governor’s race. Pritzker faces Republican state Sen. Darren Bailey, who is both pro-life (in all circumstances) and an avid gun rights advocate, in the November general election.

Last week, Gov. Pritzker signed the final two bills passed by the General Assembly during the spring 2022 session. He did not veto any of the more than 400 bills that landed on his desk. About a dozen went into effect on July 1.

## Gov. Pritzker Signs Legislation Reenforcing Value of Illinois High School Diploma

**Chicago**—Today Governor JB Pritzker signed SB3792 into law, amending the code of multiple acts and agencies to replace references to high school equivalency certificates to State of Illinois High School Diplomas. This change recognizes the equal value of a State of Illinois High School Diploma and will aid Illinois graduates in establishing reciprocity with educational requirements in other states.

“Graduates of Illinois schools should never have to start their post-secondary career or schooling at a disadvantage,” **said Governor JB Pritzker**. “This legislation reflects the high standards to which we hold our high school students and protects graduates from unfair misconceptions, both in our state and in others.”

In the past, the term “equivalency certificate” carried stigma and the incorrect assumption that the graduate had received a lower level of degree. This change accurately reflects that the high school equivalency certificate is a diploma, ensuring no graduates of Illinois high schools will face challenges based on inaccurate assessment of educational level. This legislation also changes school codes to recognize high school equivalency certificates from other states as the equivalent of a State of Illinois High School Diploma, allowing ease of reciprocity when transferring educational requirements across state lines.

The Illinois College Board is also increasing GED test discounts to encourage Illinoisans to complete their secondary degrees. \$430,000 of discounts will be available to all test takers and bring the total costs of testing down to \$40 for in person tests and \$56 for online tests. Previous discount programs in 2020 and 2021 were redeemed by nearly 20,000 test takers. Test takers can use the code ILSAVE20 to reduce the cost of each module when checking out.

“I am proud to be the House sponsor of this new law which will encourage more individuals to complete their GED because their achievement will be the equivalent of a high school diploma. This will increase job opportunities and improve the future for people and their families,” **said State Representative Amy Elik (R-Alton)**.

“Students who’ve completed the requirements to have functionally completed high school deserve the same recognition as those who’ve taken a more traditional path,” **said State Senator Cristina Castro (D-Elgin)**. “By recognizing this achievement as a ‘diploma’, we’re telling our students and their future employers that they are ready to succeed beyond high school, regardless of the path it took them to get there.”

“We supported this change because it makes it clearer to employers and colleges that, whatever a student’s path was to completing their high school education, they’ve demonstrated that they meet the standards to move on—whether that’s into the workforce or to postsecondary education or training,” **said Eric Zarnikow, Executive Director of the Illinois Student Assistance Commission (ISAC)**. “If we can remove an unnecessary barrier between students and their career goals, it just makes sense to do so.”

"The educational journey to and through college looks different for every student," **said Illinois Board of Higher Education Executive Director Ginger Ostro.** "This recently signed bill will help ensure that all students, no matter their path, have equal access to college. This is another step toward closing equity gaps and building paths to economic opportunity for all."  
"We are thrilled that the Governor is allocating funds to offset the cost of testing for high school equivalency exams," **said Mark Klaisner, President of the Illinois Association of Regional Superintendents of Schools.** "By significantly reducing the cost, more Illinoisans will be able to follow their dreams and open doors to a brighter future."

"We hope by redefining the value of a high school equivalency, combined with the large discount offered to take the GED test more people will be encouraged to earn their State of Illinois High School Diploma and get started on a path to a better-paying career," **said Illinois Community College Board Executive Director, Brian Durham.**

"The signing of SB 3792 demonstrates the Governor and Legislature's commitment to opening access to rewarding futures for the many individuals throughout the state who are working toward a high school equivalency. By lowering the cost of the GED tests, the state is removing barriers for the many individuals who have worked hard to earn a State of Illinois High School Diploma," **Illinois Council of Community College Presidents Chair and Lake Land College President Josh Bullock said.** "As one of the largest providers of GED classes, the community colleges of Illinois are pleased to see the state's support of our adult education students who are taking this first important step toward succeeding in the workplace and continued education."

The following acts are amended under SB3792: the Children and Family Services Act, the Illinois Youthbuild Act, the Mental Health and Developmental Disabilities Administrative Act, the School Code, the Public University Uniform Admission Pilot Program Act, the Public Community College Act, the Higher Education Student Assistance Act, the Illinois Insurance Code, the Pharmacy Practice Act, the Structural Pest Control Act, the Community Association Manager Licensing and Disciplinary Act, the Home Inspector License Act, the Real Estate License Act of 2000, the Illinois Public Aid Code, the Firearm Concealed Carry Act, the Illinois Vehicle Code, and the Unified Code of Corrections. This law goes into effect January 1st, 2023.

# Shawnee Community College

## Financial Report



**Twelve Months Ended**

**June 30, 2022**

## Shawnee Community College

Fund	6/1/2022 Beg. Balance	June Receipts/Adj.	June Expenditures/Adj.	6/30/2022 Ending Balance
Education	6,290,641.32	1,446,630.86	2,376,618.29	5,360,653.89
Building	3,051,981.14	21,191.19	423,470.33	2,649,702.00
Working Cash	5,033,922.12	4,460.17	8,204.34	5,030,177.95
Restricted Building	1,311,803.19	1,932,983.00	0.00	3,244,786.19
Bond & Interest	437,751.09	0.00	31,500.00	406,251.09
Auxiliary Enterprise	190,237.07	49,068.78	37,172.77	202,133.08
Liab. Prot. Settlement	1,555,254.61	(0.00)	73,873.47	1,481,381.14
Audit	37,594.25	0.00	0.00	37,594.25
Auxiliary Imprest	14,000.00	0.00	0.00	14,000.00
College Work Study	0.00	0.00	0.00	0.00
S.E.O.G	0.00	0.00	0.00	0.00
PELL	0.00	1,624.00	1,624.00	0.00
Special Grants	20,191.81	1,596,283.69	1,569,043.54	47,431.96
Trust & Agency	242,753.23	875.00	7,265.82	236,362.41
Total	18,186,129.83	5,053,116.69	4,528,772.56	18,710,473.96

*Brandy Woods*

Brandy Woods, Director of Business Services

July 22, 2022

Date

**SHAWNEE COMMUNITY COLLEGE  
REVENUE REPORT  
OPERATING FUNDS  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Revenues 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Realized 6/30/22
<b>Operating Revenues by Source</b>				
<b>Local government:</b>				
Current taxes	\$ 1,982,403	\$ 1,890,769	\$ 91,634	
Chargeback revenue	-	-	0	
<b>TOTAL LOCAL GOVERNMENT</b>	<b>\$ 1,982,403</b>	<b>\$ 1,890,769</b>	<b>\$ 91,634</b>	<b>95.38%</b>
<b>State government:</b>				
ICCB Credit Hour Grants	\$ 1,217,883	\$ 1,319,312	\$ (101,429)	
ICCB Equalization Grants	2,711,080	2,777,300	(66,220)	
State Board of Education- Vocational Education	118,591	112,398	6,195	
Corporate Personal Property Replacement Tax	525,834	1,592,592	(1,066,758)	
<b>TOTAL STATE GOVERNMENT</b>	<b>\$ 4,573,388</b>	<b>\$ 5,801,600</b>	<b>\$ (1,228,212)</b>	<b>126.86%</b>
<b>Federal government:</b>				
Federal Stimulus Funds-HEERF	\$ 900,000	\$ 1,113,932	\$ (213,932)	
<b>TOTAL FEDERAL GOVERNMENT</b>	<b>\$ 900,000</b>	<b>\$1,113,932.00</b>	<b>\$ (213,932)</b>	
<b>Student Tuition and Fees:</b>				
Tuition	\$ 4,397,667	\$ 3,831,968	\$ 565,699	
Fees	812,684	602,957	209,737	
<b>TOTAL TUITION AND FEES</b>	<b>\$ 5,210,361</b>	<b>\$ 4,434,925</b>	<b>\$ 775,436</b>	<b>85.12%</b>
<b>Other sources:</b>				
Sales and Service Fees	\$ 87,000	\$ 75,347	\$ 11,653	
Facilities revenue	45,000	51,379	(6,379)	
Investment revenue	32,500	25,415	7,085	
Other sources	440,600	156,150	284,450	
<b>TOTAL OTHER SOURCES</b>	<b>\$ 605,100</b>	<b>\$ 308,291</b>	<b>\$ 296,809</b>	<b>50.95%</b>
TRANSFERS	\$ 20,000	\$ 8,204	\$ 11,796	
<b>TOTAL 2021-22 BUDGETED REVENUE</b>	<b>\$ 13,291,252</b>	<b>\$ 13,557,721</b>	<b>\$ (266,469)</b>	<b>102.00%</b>
<b>Less non-operating items*:</b>				
Tuition chargeback revenue	\$ -	\$ -	\$ -	
<b>ADJUSTED REVENUE</b>	<b>\$ 13,291,252</b>	<b>\$ 13,557,721</b>	<b>\$ (266,469)</b>	<b>102.00%</b>

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
OPERATING FUNDS  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%

<u>Expenditures By Program</u>	Legal Budget As Adjusted 6/30/22	Year to Date Expenditures 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
Instruction	\$ 4,961,238	\$ 4,494,238	\$ 467,000	
Academic Support	434,560	408,792	25,768	
Student Services	1,156,123	1,082,897	73,226	
Public Services	79,885	57,410	22,275	
Operation & Maint. of Plant	1,368,740	1,290,128	78,612	
Institutional Support	2,621,573	2,096,203	525,370	
Scholarship, Student Grants, & Waivers	2,201,786	1,948,367	253,419	
<b>TRANSFERS</b>	<b>2,663,771</b>	<b>2,488,289</b>	<b>175,482</b>	
<b>Total 2021-22 Budgeted Expenditures</b>	<b>\$ 15,487,476</b>	<b>\$ 13,866,324</b>	<b>\$ 1,621,152</b>	<b>89.53%</b>
<b>ADJUSTED EXPENDITURES</b>	<b>\$ 15,487,476</b>	<b>\$ 13,866,324</b>	<b>\$ 1,621,152</b>	
<b><u>By Object</u></b>				
Salaries	\$ 6,836,734	\$ 6,162,559	\$ 674,175	
Employee Benefits	781,490	621,599	159,891	
Contractual Services	1,255,880	1,224,768	30,912	
General Materials & Supplies	654,568	530,982	123,586	
Conference & Meeting Expense	120,087	44,375	75,712	
Fixed Charges	130,560	123,651	6,909	
Utilities	617,240	619,287	(2,047)	
Capital Outlay	85,200	36,541	48,659	
Other	2,342,146	2,014,273	327,873	
Provision for Contingency	-	-	-	
<b>TRANSFERS</b>	<b>2,663,771</b>	<b>2,488,289</b>	<b>175,482</b>	
<b>Total 2021-22 Budgeted Expenditures</b>	<b>\$ 15,487,476</b>	<b>\$ 13,866,324</b>	<b>\$ 1,621,152</b>	<b>89.53%</b>
<b>ADJUSTED EXPENDITURES</b>	<b>\$ 15,487,476</b>	<b>\$ 13,866,324</b>	<b>\$ 1,621,152</b>	

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
OPERATING FUNDS BY FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%

EDUCATION FUND	Legal Budget As Adjusted 6/30/22	Year to Date Expenditures 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
<b>INSTRUCTION</b>				
Salaries	\$ 4,071,939	\$ 3,755,903	\$ 316,036	
Employee Benefits	426,794	322,572	104,222	
Contractual Services	171,087	188,590	(17,503)	
General Materials & Supplies	150,221	114,709	35,512	
Conference & Meeting Expense	20,627	8,417	12,210	
Fixed Charges	83,860	72,356	11,504	
Utilities	35,150	31,333	3,817	
Other	360	138	222	
Capital Outlay	1,200	220	980	
<b>TOTAL</b>	<b>\$ 4,961,238</b>	<b>\$ 4,494,238</b>	<b>\$ 467,000</b>	<b>90.59%</b>
<b>ACADEMIC SUPPORT</b>				
Salaries	\$ 311,488	\$ 304,823	\$ 6,665	
Employee Benefits	26,527	26,732	(205)	
Contractual Services	37,392	22,749	14,643	
General Materials & Supplies	55,253	52,337	2,916	
Conference & Meeting Expense	1,200	1,417	(217)	
Utilities	-	-	-	
Capital Outlay	2,700	734	1,966	
<b>TOTAL</b>	<b>\$ 434,560</b>	<b>\$ 408,792</b>	<b>\$ 25,768</b>	<b>94.07%</b>
<b>STUDENT SERVICES</b>				
Salaries	\$ 903,212	\$ 864,271	\$ 38,941	
Employee Benefits	136,492	132,705	3,787	
Contractual Services	42,450	37,107	5,343	
General Materials & Supplies	68,094	46,712	21,382	
Conference & Meeting Expense	4,875	2,102	2,773	
Utilities	-	-	-	
Other	-	-	-	
Capital Outlay	1,000	-	1,000	
<b>TOTAL</b>	<b>\$ 1,156,123</b>	<b>\$ 1,082,897</b>	<b>\$ 73,226</b>	<b>93.67%</b>
<b>PUBLIC SERVICES/CONTINUING EDUCATION</b>				
Salaries	\$ 52,279	\$ 42,397	\$ 9,882	
Employee Benefits	10,206	5,143	5,063	
Contractual Services	4,160	4,010	150	
General Materials & Supplies	10,540	5,311	5,229	
Conference & Meeting Expense	800	489	311	
Fixed Charges	1,700	60	1,640	
Utilities	-	-	-	
<b>TOTAL</b>	<b>\$ 79,685</b>	<b>\$ 57,410</b>	<b>\$ 22,275</b>	<b>72.05%</b>

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
OPERATING FUNDS BY FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%

	Legal Budget As Adjusted 6/30/22	Year to Date Expenditures 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
<b>EDUCATION FUND</b>				
<b>INSTITUTIONAL SUPPORT</b>				
Salaries	\$ 1,288,359	\$ 1,054,012	\$ 234,347	
Employee Benefits	154,953	119,764	35,189	
Contractual Services	537,216	539,811	(2,595)	
General Materials & Supplies	283,160	199,149	84,011	
Conference & Meeting Expense	92,585	31,951	60,634	
Fixed Charges	45,000	51,235	(6,235)	
Utilities	20,000	20,753	(753)	
Other	140,000	65,768	74,232	
Provision for Contingency	-	-	-	
Capital Outlay	60,300	13,760	46,540	
<b>TOTAL</b>	<b>\$ 2,621,573</b>	<b>\$ 2,096,203</b>	<b>\$ 525,370</b>	<b>79.96%</b>
<b>SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS</b>				
Other	\$ 2,201,786	\$ 1,948,367	\$ 253,419	
<b>TOTAL</b>	<b>\$ 2,201,786</b>	<b>\$ 1,948,367</b>	<b>\$ 253,419</b>	<b>88.49%</b>
<b>TRANSFERS</b>	<b>2,384,790</b>	<b>2,209,308</b>	<b>175,482</b>	<b>92.64%</b>
<b>TOTAL EDUCATION FUND</b>	<b>\$ 13,839,755</b>	<b>\$ 12,297,215</b>	<b>\$ 1,542,540</b>	<b>88.85%</b>
<b>OPERATIONS and MAINTENANCE FUND</b>				
<b>OPERATION AND MAINTENANCE OF PLANT</b>				
Salaries	\$ 209,457	\$ 141,154	\$ 68,303	
Employee Benefits	26,518	14,682	11,836	
Contractual Services	483,375	432,500	30,875	
General Materials & Supplies	113,300	112,764	536	
Conference & Meeting Expense	-	-	-	
Fixed Charges	-	-	-	
Utilities	567,590	567,201	389	
Provision for Contingency	-	-	-	
Capital Outlay	20,000	21,827	(1,827)	
Other	-	-	-	
<b>TOTAL</b>	<b>1,400,240</b>	<b>1,290,128</b>	<b>110,112</b>	
<b>TRANSFERS</b>	<b>278,981</b>	<b>278,981</b>	<b>-</b>	
<b>TOTAL OPERATIONS and MAINTENANCE FUND</b>	<b>\$ 1,679,221</b>	<b>\$ 1,569,109</b>	<b>\$ 220,224</b>	<b>93.44%</b>
<b>TOTAL OPERATING FUNDS</b>	<b>\$ 15,518,976</b>	<b>\$ 13,866,324</b>	<b>\$ 1,762,764</b>	<b>89.35%</b>

**SHAWNEE COMMUNITY COLLEGE  
REVENUE REPORT  
OPERATION AND MAINTENANCE FUND-RESTRICTED  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%

Operations and Maintenance Fund-Restricted	Legal Budget 6/30/22	Year to Date Revenues 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Realized 6/30/22
<b>Local Governmental Sources:</b>				
Current Taxes	\$ 250,000	\$ 240,575	\$ 9,425	
<b>TOTAL LOCAL GOVERNMENT SOURCES</b>	<b>\$ 250,000</b>	<b>\$ 240,575</b>	<b>\$ 9,425</b>	<b>96.23%</b>
<b>Other Sources</b>				
Investment Revenue	\$ -	\$ -	\$ -	
<b>TOTAL OTHER SOURCES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 250,000</b>	<b>\$ 240,575</b>	<b>\$ 9,425</b>	<b>96.23%</b>

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
OPERATION AND MAINTENANCE FUND-RESTRICTED  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%

Operations and Maintenance Fund-Restricted	Legal Budget As Adjusted 6/30/22	Year to Date Expenditures 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
<b>INSTITUTIONAL SUPPORT</b>				
Capital Outlay	\$ 1,286,250	\$ 34,292	\$ 1,251,958	
Contractual Services	116,000	23,980	92,020	
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>\$ 1,402,250</b>	<b>\$ 58,272</b>	<b>\$ 1,343,978</b>	<b>4.16%</b>
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 1,402,250</b>	<b>\$ 58,272</b>	<b>\$ 1,343,978</b>	<b>4.16%</b>

**SHAWNEE COMMUNITY COLLEGE  
REVENUE REPORT  
BOND AND INTEREST FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Revenues 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Realized 6/30/22
<b><u>Bond and Interest Fund</u></b>				
<b>Local Government Sources:</b>				
Current Taxes	\$ 1,720,500	\$ 1,655,504	\$ 64,996	
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 1,720,500</b>	<b>\$ 1,655,504</b>	<b>\$ 64,996</b>	<b>96.22%</b>

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
BOND AND INTEREST FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Expenditures 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
<b><u>Bond and Interest Fund</u></b>				
<b>INSTITUTIONAL SUPPORT</b>				
Bond Principal Retired	\$ 1,625,000	\$ 1,625,000	\$ -	
Bond Interest	95,500	95,500	\$ -	
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 1,720,500</b>	<b>\$ 1,720,500</b>	<b>\$ -</b>	<b>100.00%</b>

**SHAWNEE COMMUNITY COLLEGE  
REVENUE REPORT  
AUXILIARY ENTERPRISES FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Revenues 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Realized 6/30/22
<b>Auxiliary Enterprises Fund</b>				
<b>Other Sources:</b>				
Sales and Service Fees	\$ 438,800	\$ 397,339	\$ 41,461	
<b>TOTAL OTHER SOURCES</b>	<b>\$ 438,800</b>	<b>\$ 397,339</b>	<b>\$ 41,461</b>	
<b>TRANSFERS</b>	<b>712,790</b>	<b>560,930</b>	<b>151,860</b>	
<b>TOTAL BUDGETED REVENUE</b>	<b>\$ 1,151,590</b>	<b>\$ 958,269</b>	<b>\$ 193,321</b>	<b>83.21%</b>

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
AUXILIARY ENTERPRISES FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Expenditures 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
<b>Auxiliary Enterprises Fund</b>				
<b>INDEPENDENT OPERATIONS</b>				
Salaries	\$ 218,284	\$ 218,373	\$ (89)	
Employee Benefits	27,225	23,508	3,717	
Contractual Services	71,725	59,364	12,361	
General Materials & Supplies	422,443	420,932	1,511	
Conference & Meeting Expense	42,385	35,282	7,103	
Fixed Charges	25,000	18,069	6,931	
Utilities	-	-	-	
Capital Outlay	32,000	4,061	27,939	
Provision for Contingency	-	-	-	
Other	443,159	348,001	95,158	
<b>TRANSFERS</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 1,282,221</b>	<b>\$ 1,127,590</b>	<b>\$ 154,631</b>	<b>87.94%</b>

**SHAWNEE COMMUNITY COLLEGE  
REVENUE REPORT  
RESTRICTED PURPOSES FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%

Restricted Purposes Fund	Legal Budget As Adjusted 6/30/22	Year to Date Revenues 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Realized 6/30/22
<b>State governmental sources:</b>				
ICCB Workforce Preparation Grant	\$ -	\$ -	\$ -	
ICCB P-16 Initiative Grant	-	-	-	
ICCB Adult Education	236,270	244,978	(8,708)	
ICCB Career and Technical Education	313,749	183,949	129,800	
ICCB Innovation Grant	-	150,000	(150,000)	
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	-	272,043	(272,043)	
<b>TOTAL STATE GOVERNMENT</b>	<b>\$ 655,019</b>	<b>\$ 950,639</b>	<b>\$ (295,620)</b>	<b>145.13%</b>
<b>Federal governmental sources:</b>				
Department of Education	\$ 7,944,546	\$ 6,092,598	\$ 1,851,948	
Department of Health and Human Services	-	-	-	
Other Federal Government Sources	231,044	383,811	(152,767)	
<b>TOTAL FEDERAL GOVERNMENT</b>	<b>\$ 8,175,590</b>	<b>\$ 6,476,409</b>	<b>\$ 1,699,181</b>	<b>79.22%</b>
<b>Other Sources:</b>				
<b>Nongovernmental Grants</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 8,830,609</b>	<b>\$ 7,427,048</b>	<b>\$ 1,403,561</b>	<b>84.11%</b>

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
RESTRICTED PURPOSES FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%

Restricted Purposes Fund	Legal Budget As Adjusted 6/30/22	Year to Date Expenditures 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
<b>STUDENT SERVICES</b>				
Salaries	\$ 209,485	\$ 213,976	\$ (4,491)	
Employee Benefits	57,212	59,267	(2,055)	
Contractual Services	7,708	8,224	(516)	
General Materials & Supplies	14,375	10,059	4,316	
Conference & Meeting Expense	7,386	3,833	3,553	
Capital Outlay	-	-	-	
Other	42,806	55,456	(12,650)	
<b>TOTAL STUDENT SERVICES</b>	<b>\$ 338,972</b>	<b>\$ 350,815</b>	<b>\$ (11,843)</b>	<b>103.49%</b>
<b>INSTITUTIONAL SUPPORT</b>				
Salaries	\$ 733,089	\$ 874,102	\$ (141,013)	
Employee Benefits	136,066	140,208	(4,142)	
Contractual Services	465,069	588,094	(123,025)	
General Materials & Supplies	323,126	221,369	101,757	
Conference & Meeting Expense	114,689	43,602	71,087	
Fixed Charges	-	-	-	
Utilities	100,880	77,425	23,255	
Capital Outlay	522,704	670,381	(147,677)	
Other	1,196,037	1,199,117	(3,080)	
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>\$ 3,591,460</b>	<b>\$ 3,814,298</b>	<b>\$ (222,838)</b>	<b>106.20%</b>
<b>SCHOLARSHIP, STUDENT GRANTS, AND WAIVERS</b>				
Financial Aid	\$ 5,659,451	\$ 2,191,379	\$ 3,468,072	
<b>TOTAL</b>	<b>\$ 5,659,451</b>	<b>\$ 2,191,379</b>	<b>\$ 3,468,072</b>	<b>38.72%</b>
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 9,589,883</b>	<b>\$ 6,356,492</b>	<b>\$ 3,233,391</b>	<b>66.28%</b>

**SHAWNEE COMMUNITY COLLEGE  
REVENUE REPORT  
AUDIT FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Revenues 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Realized 6/30/22
<b>Audit Fund</b>				
<b>Local Government Sources:</b>				
Current Taxes	\$ 34,000	\$ 31,729	\$ 2,271	
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 34,000</b>	<b>\$ 31,729</b>	<b>\$ 2,271</b>	<b>93.32%</b>

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
AUDIT FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Expended 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
<b>Audit Fund</b>				
<b>INSTITUTIONAL SUPPORT</b>				
Contractual Services	\$ 38,000	\$ 37,950	\$ 50	
Provision for Contingency	-	-	-	
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 38,000</b>	<b>\$ 37,950</b>	<b>\$ 50</b>	<b>99.87%</b>

**SHAWNEE COMMUNITY COLLEGE  
REVENUE REPORT  
LIABILITY PROTECTION AND SETTLEMENT FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Revenues 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Realized 6/30/22
Liability Protection and Settlement Fund				
Local Government Sources:				
Current Taxes	\$ 827,555	\$ 796,331	\$ 31,224	
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 827,555</b>	<b>\$ 796,331</b>	<b>\$ 31,224</b>	<b>96.23%</b>

**SHAWNEE COMMUNITY COLLEGE  
EXPENDITURE REPORT  
LIABILITY PROTECTION AND SETTLEMENT FUND  
FOR TWELVE MONTHS ENDED JUNE 30, 2022**

Percent of Year Complete is 100.00%	Legal Budget As Adjusted 6/30/22	Year to Date Expended 6/30/22	(Over)/Under Budget 6/30/22	Percent of Budget Expended 6/30/22
Liability Protection and Settlement Fund				
<b>INSTITUTIONAL SUPPORT</b>				
Salaries	86,000	\$ 71,651	14,349	
Employee Benefits	208,255	182,719	25,536	
Contractual Services	303,500	257,456	46,044	
General Materials & Supplies	20,000	-	20,000	
Fixed Charges	313,500	236,368	77,132	
Capital Outlay	444,824		444,824	
Other	50,000		50,000	
<b>TOTAL BUDGETED EXPENDITURE S</b>	<b>\$1,426,079</b>	<b>\$748,194</b>	<b>\$663,536</b>	<b>52.47%</b>

## SHAWNEE COMMUNITY COLLEGE

**For the Month of June 2022  
Approval of Bills**

FUND	EXPENDITURES
Education Fund	\$2,376,618.29
Building Fund	432,470.33
Restricted Bldg. Fund	0.00
Bond & Interest Fund	31,500.00
Auxiliary Enterprises Fund	37,172.77
Restricted Purposes Fund (Grants)	1,569,043.54
Restricted Purposes - FWS*	0.00
Restricted Purposes - PELL	1,624.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	7,265.82
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	73,873.47
<b>GRAND TOTAL</b>	<b>\$4,520,568.22</b>

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Chairman

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Secretary

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Date

[Return to Agenda](#)

**Shawnee Community College  
Accounts Payable Check Register  
June 2022**

<b>Check Number</b>	<b>Check Date</b>	<b>Payee</b>	<b>Check Amount</b>	<b>Void Amount</b>
0031303	6/3/2022	Ameren Illinois	1,995.97	
0031304	6/3/2022	Richard L. Austin	1,500.00	
0031305	6/3/2022	Baker & Taylor	-	
0031306	6/3/2022	Teale M. Betts	297.06	
0031307	6/3/2022	BSN Sports	823.00	
0031308	6/3/2022	Canon Financial Services, Inc.	108.00	
0031309	6/3/2022	Carolina Biological Supply Co.	131.08	
0031310	6/3/2022	Cartersville High School	1,784.07	
0031311	6/3/2022	Cengage Learning	-	
0031312	6/3/2022	Cheekos	121.39	
0031313	6/3/2022	City of Metropolis	3,415.10	
0031314	6/3/2022	Computer Discount Warehouse Go	391.00	
0031315	6/3/2022	Computer Discount Warehouse Go	940.26	
0031316	6/3/2022	Computer Discount Warehouse Go	72.79	
0031317	6/3/2022	Connie Sue's Restaurant Corpor	300.00	
0031318	6/3/2022	Edpuzzle Inc.	1,950.00	
0031319	6/3/2022	Federal Express	23.83	
0031320	6/3/2022	Frankfort Cmty High School	8,001.66	
0031321	6/3/2022	Frontier	67.45	
0031322	6/3/2022	Graphic Impressions	696.00	
0031323	6/3/2022	Ginger R. Harner	1,300.93	
0031324	6/3/2022	Hitterman's Merchandise Mart	36.15	
0031325	6/3/2022	The Home Depot Pro	2,742.09	
0031326	6/3/2022	Illinois Community College Boa	500.00	
0031327	6/3/2022	Ixl Learning	1,175.00	
0031328	6/3/2022	John A Logan College	1,000.00	
0031329	6/3/2022	Lindsay B. Johnson	34.72	
0031330	6/3/2022	Johnston City Community School	1,952.25	
0031331	6/3/2022	Johnstone of Paducah	119.88	
0031332	6/3/2022	Joppa Jr & Sr High School	62.93	
0031333	6/3/2022	Jostens	972.85	
0031334	6/3/2022	Jan F. Lewis	117.00	
0031335	6/3/2022	Liberty Utilities Midstates	1,033.00	
0031336	6/3/2022	Brooke May	306.42	
0031337	6/3/2022	Megabytes Incorporated	2,399.88	
0031338	6/3/2022	Megabytes Incorporated		506.00
0031339	6/3/2022	Hannah Middleton	272.62	
0031340	6/3/2022	NAPA Auto Tire & Parts	558.50	
0031341	6/3/2022	Partnership	607.88	
0031342	6/3/2022	Pilot Travel Centers LLC	79.77	
0031343	6/3/2022	Quill	1,905.45	

**Shawnee Community College  
Accounts Payable Check Register  
June 2022**

<b>Check Number</b>	<b>Check Date</b>	<b>Payee</b>	<b>Check Amount</b>	<b>Void Amount</b>
0031344	6/3/2022	Regions Bank	2,893.28	
0031345	6/3/2022	Regions Bank	218.79	
0031346	6/3/2022	SCC Bookstore	2,689.45	
0031347	6/3/2022	American Welding & Gas, Inc.	92.14	
0031348	6/3/2022	SESAC Inc.	283.00	
0031349	6/3/2022	Galen B. Shelton	102.00	
0031350	6/3/2022	Deborah D. Simmons-Gray	425.00	
0031351	6/3/2022	Southern FS Inc.	532.00	
0031352	6/3/2022	Southern Illinois Electric Coo	31,043.14	
0031353	6/3/2022	St. Moritz Security Services,	7,419.00	
0031354	6/3/2022	Toshiba Financial Services	134.90	
0031355	6/3/2022	Turnitin, LLC	15,972.27	
0031356	6/3/2022	UPS	108.37	
0031357	6/3/2022	UPS	113.81	
0031358	6/3/2022	Vienna High School	254.85	
0031359	6/3/2022	David A. Voigt	1,160.00	
0031360	6/3/2022	Yankee Book Peddler	17.20	
0031362	6/8/2022	Illinois American Water	225.57	
0031365	6/10/2022	A-1 Automotive Repair	2,345.58	
0031366	6/10/2022	Ac Systems, Inc.	199.90	
0031367	6/10/2022	Ameren Illinois	80.34	
0031368	6/10/2022	American Heart Association	1,960.00	
0031369	6/10/2022	Brand Makers Llc	825.33	
0031370	6/10/2022	Mr. Rodney Brugger	905.00	
0031371	6/10/2022	BSN Sports	185.00	
0031372	6/10/2022	Bushue Human Resources, Inc.	411.50	
0031373	6/10/2022	Cellco Partnership	7,334.39	
0031374	6/10/2022	City of Anna	395.95	
0031375	6/10/2022	Computer Discount Warehouse Go	16,871.04	
0031376	6/10/2022	Computer Discount Warehouse Go	315.88	
0031377	6/10/2022	Computer Discount Warehouse Go	127.30	
0031378	6/10/2022	Connie Sue's Restaurant Corpor	308.75	
0031379	6/10/2022	Crowdus Maintenance & Cleaning	5,272.50	
0031380	6/10/2022	Dd Fabrication and Mobile Weld	750.00	
0031381	6/10/2022	Demco Educational Corp.	277.25	
0031382	6/10/2022	Department of Veterans Affairs	266.34	
0031383	6/10/2022	Dish Network	173.08	
0031384	6/10/2022	Ellucian, Inc.	9,583.00	
0031385	6/10/2022	Ellucian, Inc.	1,036.00	
0031386	6/10/2022	Farnsworth Group, Inc.	7,250.00	
0031387	6/10/2022	Fort Massac Water District	2,019.33	

**Shawnee Community College  
Accounts Payable Check Register  
June 2022**

<b>Check Number</b>	<b>Check Date</b>	<b>Payee</b>	<b>Check Amount</b>	<b>Void Amount</b>
0031388	6/10/2022	Gibbs Technology Leasing, Llc	2,431.56	
0031389	6/10/2022	Henry Printing	484.18	
0031390	6/10/2022	The Home Depot Pro	409.68	
0031391	6/10/2022	Jeff's Automotive	1,502.04	
0031392	6/10/2022	John A Logan College	4,000.00	
0031393	6/10/2022	Johnson, Schneider & Ferrell,	1,650.00	
0031394	6/10/2022	Johnstone of Paducah	126.90	
0031395	6/10/2022	Gary Kirby	175.00	
0031396	6/10/2022	Kone, Inc.	643.65	
0031397	6/10/2022	Sharon A. Laster	480.00	
0031398	6/10/2022	NAPA Auto Tire & Parts	329.59	
0031399	6/10/2022	NILRC	3,116.45	
0031400	6/10/2022	Orkin	95.00	
0031401	6/10/2022	Pick Up Mart	2,686.86	
0031402	6/10/2022	Pocket Nurse	405.63	
0031403	6/10/2022	Pocket Nurse	73.04	
0031404	6/10/2022	Pocket Nurse	4,579.07	
0031405	6/10/2022	Lisa L. Price	166.87	
0031406	6/10/2022	Mindy J. Reach	83.25	
0031407	6/10/2022	Mindy J. Reach	250.00	
0031408	6/10/2022	Regions Bank	4,207.95	
0031409	6/10/2022	Regions Bank	889.30	
0031410	6/10/2022	Kendall F. Reichert	55.69	
0031411	6/10/2022	Republic Services	1,157.31	
0031412	6/10/2022	Rustys Home Center	223.12	
0031413	6/10/2022	Saints Foundation	640.00	
0031414	6/10/2022	SCC Bookstore	1,809.58	
0031415	6/10/2022	SCC Bookstore	719.18	
0031416	6/10/2022	SCC Bookstore	64.64	
0031417	6/10/2022	SCC Bookstore	896.76	
0031418	6/10/2022	SCC Bookstore	5.56	
0031419	6/10/2022	School Specialty,LLC	56.90	
0031420	6/10/2022	Secretary of State of Illinois	50.00	
0031421	6/10/2022	Secretary of State of Illinois	50.00	
0031422	6/10/2022	Secretary of State of Illinois	50.00	
0031423	6/10/2022	Secretary of State of Illinois	50.00	
0031424	6/10/2022	Secretary of State of Illinois	50.00	
0031425	6/10/2022	Secretary of State of Illinois	50.00	
0031426	6/10/2022	Secretary of State of Illinois	50.00	
0031427	6/10/2022	Secretary of State of Illinois	50.00	
0031428	6/10/2022	Secretary of State of Illinois	50.00	

**Shawnee Community College  
Accounts Payable Check Register  
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<b>Check Number</b>	<b>Check Date</b>	<b>Payee</b>	<b>Check Amount</b>	<b>Void Amount</b>
0031429	6/10/2022	Secretary of State of Illinois	50.00	
0031430	6/10/2022	Secretary of State of Illinois	50.00	
0031431	6/10/2022	Secretary of State of Illinois	50.00	
0031432	6/10/2022	Secretary of State of Illinois	50.00	
0031433	6/10/2022	Secure Data Technologies	9,312.50	
0031434	6/10/2022	Silkworm Screenprint Inc.	1,457.35	
0031435	6/10/2022	Southern Illinois University C	1,000.00	
0031436	6/10/2022	BEMAC Consulting	6,660.00	
0031437	6/10/2022	Uline	210.79	
0031438	6/10/2022	UPS	223.03	
0031439	6/10/2022	Vienna High School	3,750.00	
0031440	6/10/2022	Deborah Vines	88.35	
0031441	6/13/2022	AFLAC Attn Remittance Processi	504.06	
0031442	6/13/2022	American Century Investments	138.08	
0031443	6/13/2022	Bank of America HSA (Electroni	152.08	
0031444	6/13/2022	Bluecross Blueshield of Illino	37,245.31	
0031445	6/13/2022	Continental American Insurance	36.41	
0031446	6/13/2022	Delta Dental of Illinois-Risk	1,176.61	
0031447	6/13/2022	EFTPS (Electronic Fed Tax Paym	30,920.95	
0031448	6/13/2022	EMC National Life Company	13.63	
0031449	6/13/2022	Family Support Payment Center	106.00	
0031450	6/13/2022	Fiduciary Trust Intl of the So	37.50	
0031451	6/13/2022	Illinois Tax Pmt Program (Elec	11,646.90	
0031452	6/13/2022	Illinois Tax Pmt Program (Elec	394.23	
0031453	6/13/2022	Kentucky State Treasurer	708.60	
0031454	6/13/2022	Sun Life Financial	2,705.50	
0031455	6/13/2022	VALIC	25.00	
0031456	6/13/2022	Washington National Ins. Co.	46.25	
0031457	6/13/2022	Nicholas Ackermann	220.00	
0031458	6/13/2022	Cairo Public Utilities	1,862.96	
0031459	6/13/2022	ILACEP	45.00	
0031460	6/13/2022	Illinois American Water	229.60	
0031464	6/16/2022	4IMPRINT, Inc.	2,683.11	
0031465	6/16/2022	ACI Payments, Inc.	709.99	
0031466	6/16/2022	Advanced Digital Solutions	26.64	
0031467	6/16/2022	Alliance Screening & Occupatio	1,353.30	
0031468	6/16/2022	Lori A. Armstrong	72.54	
0031469	6/16/2022	Baker & Taylor	245.61	
0031470	6/16/2022	Teale M. Betts	118.41	
0031471	6/16/2022	Teale M. Betts	505.00	
0031472	6/16/2022	BMI Supply		321.98

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<b>Check Number</b>	<b>Check Date</b>	<b>Payee</b>	<b>Check Amount</b>	<b>Void Amount</b>
0031473	6/16/2022	Carolina Biological Supply Co.	249.92	
0031474	6/16/2022	Cheekos	3,405.43	
0031475	6/16/2022	Clearwave Communications	3,545.21	
0031476	6/16/2022	Cobden Lions Club	75.00	
0031477	6/16/2022	Compansol	1,590.00	
0031478	6/16/2022	Computer Discount Warehouse Go	5,808.52	
0031479	6/16/2022	Computer Discount Warehouse Go	637.24	
0031480	6/16/2022	Beth A. Crowe	68.00	
0031481	6/16/2022	El Dorado Trading Group, Inc.	177.08	
0031482	6/16/2022	F.A. Davis	26.52	
0031483	6/16/2022	Frontier	33.80	
0031484	6/16/2022	Frontier	372.41	
0031485	6/16/2022	Gibbs Technology Leasing, Llc	341.77	
0031486	6/16/2022	Douglas E. Halterman	175.00	
0031487	6/16/2022	Rana L. Harris	75.00	
0031488	6/16/2022	Hitterman's Merchandise Mart	59.39	
0031489	6/16/2022	Kevin Hunsperger	100.63	
0031490	6/16/2022	Idea Creative Marketing, Inc	825.00	
0031491	6/16/2022	Inspiron Logistics	2,385.00	
0031492	6/16/2022	Johnstone of Paducah	203.94	
0031493	6/16/2022	Joppa Jr & Sr High School	117.00	
0031494	6/16/2022	Kaplan, Inc	37,048.00	
0031495	6/16/2022	KLK Grant Consultants	1,492.25	
0031496	6/16/2022	Learning Upgrade	1,250.00	
0031497	6/16/2022	Lowe's	316.07	
0031498	6/16/2022	Maier's Tidy Bowl	207.90	
0031499	6/16/2022	MBS Textbook Exchange Inc	-	
0031500	6/16/2022	Middlesex Community College	2,500.00	
0031501	6/16/2022	Nurse Kits Unlimited	36.99	
0031502	6/16/2022	Orkin	150.00	
0031503	6/16/2022	Pearson Education	3,919.55	
0031504	6/16/2022	Kevin R Braden - Treasurer		514.69
0031505	6/16/2022	Pick Up Mart	881.09	
0031506	6/16/2022	Quill	809.83	
0031507	6/16/2022	Mindy J. Reach	100.00	
0031508	6/16/2022	SCC Bookstore	237.50	
0031509	6/16/2022	Amy L. Sheffer	31.44	
0031510	6/16/2022	Sommer Lawn Care	2,152.00	
0031511	6/16/2022	Southern 14 Workforce Investme	132.95	
0031512	6/16/2022	Southern 14 Workforce Investme	169.30	
0031513	6/16/2022	Southern Illinoisan	197.75	

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Accounts Payable Check Register  
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<b>Check Number</b>	<b>Check Date</b>	<b>Payee</b>	<b>Check Amount</b>	<b>Void Amount</b>
0031514	6/16/2022	Sparklight Business	94.71	
0031515	6/16/2022	St. Moritz Security Services,	8,127.10	
0031516	6/16/2022	Stericycle	49.41	
0031517	6/16/2022	Kara L. Story	150.00	
0031518	6/16/2022	UPS	251.09	
0031519	6/16/2022	Vienna High School	108,032.15	
0031520	6/16/2022	David A. Voigt	1,160.00	
0031521	6/16/2022	Xerox Corporation	82.76	
0031522	6/16/2022	Xerox Financial Services LLC	412.00	
0031523	6/21/2022	Society for Human Resource Man	229.00	
0031527	6/27/2022	AFLAC Attn Remittance Processi	504.06	
0031528	6/27/2022	American Century Investments	234.08	
0031529	6/27/2022	Bank of America HSA (Electroni	152.08	
0031530	6/27/2022	Bluecross Blueshield of Illino	37,245.31	
0031531	6/27/2022	Continental American Insurance	36.41	
0031532	6/27/2022	Delta Dental of Illinois-Risk	1,176.61	
0031533	6/27/2022	EFTPS (Electronic Fed Tax Paym	40,380.41	
0031534	6/27/2022	EMC National Life Company	13.63	
0031535	6/27/2022	Family Support Payment Center	106.00	
0031536	6/27/2022	Fiduciary Trust Intl of the So	37.50	
0031537	6/27/2022	Illinois Tax Pmt Program (Elec	13,909.58	
0031538	6/27/2022	Illinois Tax Pmt Program (Elec	394.23	
0031539	6/27/2022	Kentucky State Treasurer	871.04	
0031540	6/27/2022	Sun Life Financial	2,705.50	
0031541	6/27/2022	VALIC	25.00	
0031542	6/27/2022	Washington National Ins. Co.	46.25	
0031543	6/28/2022	The Association for Institutio	180.00	
0031544	6/28/2022	Alliance Screening & Occupatio	785.80	
0031545	6/28/2022	B&H Photo	1,647.78	
0031546	6/28/2022	Teale M. Betts	1,347.68	
0031547	6/28/2022	Burmax Company Inc.	6.48	
0031548	6/28/2022	Cheekos	2,700.00	
0031549	6/28/2022	Computer Discount Warehouse Go	-	
0031550	6/28/2022	Computer Discount Warehouse Go	181.41	
0031551	6/28/2022	Computer Discount Warehouse Go	5,794.60	
0031552	6/28/2022	Computer Discount Warehouse Go	403.00	
0031553	6/28/2022	Computer Discount Warehouse Go	159.11	
0031554	6/28/2022	Computer Discount Warehouse Go	6,780.00	
0031555	6/28/2022	Computer Discount Warehouse Go	76.96	
0031556	6/28/2022	Computer Discount Warehouse Go	785.37	
0031557	6/28/2022	Computer Discount Warehouse Go	813.60	

**Shawnee Community College  
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Check Number	Check Date	Payee	Check Amount	Void Amount
0031558	6/28/2022	Connie Sue's Restaurant Corpor	380.00	
0031559	6/28/2022	Leslie A. Cornelious-Weldon	47.49	
0031560	6/28/2022	Beth A. Crowe		323.05
0031561	6/28/2022	Kait Crowe	100.00	
0031562	6/28/2022	Cara C. Doerr	53.36	
0031563	6/28/2022	Ellucian, Inc.	5,349.00	
0031564	6/28/2022	Gazette Democrat	15.50	
0031565	6/28/2022	Engineering Services and Produ	1,883.00	
0031566	6/28/2022	Henry Printing	236.46	
0031567	6/28/2022	Hitterman's Merchandise Mart	22.59	
0031568	6/28/2022	The Home Depot Pro	291.20	
0031569	6/28/2022	Honey's Service Station & Tire	609.80	
0031570	6/28/2022	Icccp	4,250.00	
0031571	6/28/2022	ICCTA	4,165.00	
0031572	6/28/2022	John A Logan College	561.97	
0031573	6/28/2022	Johnston City Community School	2,966.82	
0031574	6/28/2022	Johnstone of Paducah	229.06	
0031575	6/28/2022	Jan F. Lewis	175.50	
0031576	6/28/2022	Marianna	223.46	
0031577	6/28/2022	Artie M. McBride	30.00	
0031578	6/28/2022	Mountain Measurement, Inc.	575.00	
0031579	6/28/2022	NAPA Auto Tire & Parts	6.98	
0031580	6/28/2022	Office Depot	208.30	
0031581	6/28/2022	Orkin	150.00	
0031582	6/28/2022	Otis Elevator Company	988.50	
0031583	6/28/2022	Paperclip Communications	399.00	
0031584	6/28/2022	Regions Bank	1,171.36	
0031585	6/28/2022	Reppert's Office Supply	175.96	
0031586	6/28/2022	Republic Services	171.57	
0031587	6/28/2022	Rustys Home Center	156.32	
0031588	6/28/2022	Saints Foundation	3,900.00	
0031589	6/28/2022	Shawnee Stone, LLC	242.34	
0031590	6/28/2022	Galen B. Shelton	45.00	
0031591	6/28/2022	Silkworm Screenprint Inc.	150.00	
0031592	6/28/2022	Kyle S. Smith	273.78	
0031593	6/28/2022	Chevis L. Thompson	1,199.28	
0031594	6/28/2022	Virtra Inc.	8,100.00	
0031595	6/28/2022	Worldpoint ECC Inc.	397.61	
0031596	6/28/2022	Xerox Financial Services LLC	212.50	
0031597	6/28/2022	Beth A. Crowe	318.25	
0031598	6/29/2022	Delta Dental of Illinois-Risk	127.98	

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Check Number	Check Date	Payee	Check Amount	Void Amount
0031599	6/30/2022	A-1 Lock Inc.	178.20	
0031600	6/30/2022	Ameren Illinois	5,226.04	
0031601	6/30/2022	Lori A. Armstrong	106.14	
0031602	6/30/2022	Articulate Global, Llc	649.00	
0031603	6/30/2022	Teale M. Betts	41.18	
0031604	6/30/2022	Canon Financial Services, Inc.	108.00	
0031605	6/30/2022	Cobden High School	1,711.86	
0031606	6/30/2022	Computer Discount Warehouse Go	202.32	
0031607	6/30/2022	Computer Discount Warehouse Go	360.32	
0031608	6/30/2022	Crowdus Maintenance & Cleaning	1,500.00	
0031609	6/30/2022	Diamedical Usa Equipment Llc	2,665.14	
0031610	6/30/2022	Ellucian, Inc.	9,583.00	
0031611	6/30/2022	Encyclopaedia Britannica Inc.	445.00	
0031612	6/30/2022	Fisher Scientific	2,817.22	
0031613	6/30/2022	Flag Source	760.40	
0031614	6/30/2022	Gibbs Technology Leasing, Llc	230.54	
0031615	6/30/2022	KFVS TV	1,000.00	
0031616	6/30/2022	Ginger R. Harner	454.71	
0031617	6/30/2022	Wendy D. Harris	122.27	
0031618	6/30/2022	Hitterman's Merchandise Mart	100.99	
0031619	6/30/2022	The Home Depot Pro	1,325.33	
0031620	6/30/2022	Honey's Service Station & Tire	22.95	
0031621	6/30/2022	Howard D Happy Company	121.88	
0031622	6/30/2022	Jarvis Electric Contracting, I	6,732.00	
0031623	6/30/2022	Lake Land College	153.00	
0031624	6/30/2022	Liberty Utilities Midstates	229.98	
0031625	6/30/2022	Metropolis Planet	41.00	
0031626	6/30/2022	NAPA Auto Tire & Parts	82.36	
0031627	6/30/2022	NASASP	39.00	
0031628	6/30/2022	Wabash Valley College		3,200.00
0031629	6/30/2022	New Readers Press	1,875.00	
0031630	6/30/2022	Orkin	95.00	
0031631	6/30/2022	Pearson Education	1,500.00	
0031632	6/30/2022	Paul B. Pritchett	150.00	
0031633	6/30/2022	Regions Bank	1,864.48	
0031634	6/30/2022	Rustys Home Center	50.81	
0031635	6/30/2022	SCC Bookstore	1,116.59	
0031636	6/30/2022	SI Seed & Supply LLC	11.94	
0031637	6/30/2022	Southern FS Inc.	1,371.00	
0031638	6/30/2022	Southern Illinois University C	14,000.00	
0031639	6/30/2022	John R. Sparks	616.47	

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**Accounts Payable Check Register**  
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<b>Check Number</b>	<b>Check Date</b>	<b>Payee</b>	<b>Check Amount</b>	<b>Void Amount</b>
0031640	6/30/2022	Bradley E. Stamp	250.00	
0031641	6/30/2022	April Y. Teske	302.20	
0031642	6/30/2022	Chevis L. Thompson		30.20
0031643	6/30/2022	Deborah Vines		55.00
0031644	6/30/2022	David A. Voigt	1,120.00	
0031645	6/30/2022	Wright's Waste Disposal, Inc.	225.00	
E0000016	6/13/2022	State Universities Retirement	28,876.88	
E0000017	6/28/2022	State Universities Retirement	33,608.63	
M227	6/15/2022	Illinois Department of Revenue	<u>665.00</u>	
		Total	\$ 789,416.41	\$ 4,865.72

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<b>Check/Advice Number</b>	<b>Check/Advice Date</b>	<b>Employee Name</b>	<b>Check/Advice Amount</b>
97815	6/15/2022	Christie, Roberta L.	2,243.25
97816	6/15/2022	Dawson, Cody	1,017.69
97817	6/15/2022	Faulkner, Christina L.	1,324.87
97818	6/15/2022	Chambers, Jamie M.	329.08
97819	6/15/2022	Reichert, Joellen	444.65
97820	6/15/2022	Reichert, Kendall F.	361.18
97821	6/30/2022	Christie, Roberta L.	2,243.25
97822	6/30/2022	Corbit, Nathan L.	1,547.93
97823	6/30/2022	Cornwell, Timothy J.	1,299.79
97824	6/30/2022	Faulkner, Christina L.	1,324.87
97825	6/30/2022	Justice, Kaylee	865.27
97826	6/30/2022	McKeown, Jayson D.	505.91
97827	6/30/2022	Seyer, Jonathan	518.04
97828	6/30/2022	Stark, Karen L.	1,454.89
97829	6/30/2022	Reichert, Joellen	510.94
97830	6/30/2022	Reichert, Kendall F.	361.18
97831	6/30/2022	Stubblefield, Vernon	225.46
97832	6/30/2022	Vincent, Connie M.	280.12
79145	6/15/2022	Armstrong, Lori A.	2,316.73
79146	6/15/2022	Ashby, Malinda J.	1,818.10
79147	6/15/2022	Askew, Jipaum S.	2,126.74
79148	6/15/2022	Ball, Orena L.	1,498.02
79149	6/15/2022	Basler, Joella	2,288.62
79150	6/15/2022	Betts, Teale M.	1,762.45
79151	6/15/2022	Bigham, Stephanie M.	1,091.28
79152	6/15/2022	Black, David E.	2,640.65
79153	6/15/2022	Black, Sabrina L.	1,135.38
79154	6/15/2022	Boyd, Danielle N.	1,489.31
79155	6/15/2022	Bradley, Craig	2,356.67
79156	6/15/2022	Brahler, Monica J.	2,618.59
79157	6/15/2022	Brown, Brenda R.	2,269.91
79158	6/15/2022	Capps, Tamara K.	2,302.08
79159	6/15/2022	Cather, Darci A.	3,232.06
79160	6/15/2022	Chamness, Virginia S.	1,031.24
79161	6/15/2022	Clark, Christopher A.	2,927.94
79162	6/15/2022	Clark, Lora L.	1,247.34
79163	6/15/2022	Cornelious-Weldon, Leslie A.	1,647.11
79164	6/15/2022	Cornelissen, Vicky J.	1,039.10
79165	6/15/2022	Crowe, Beth A.	1,629.37
79166	6/15/2022	Davenport, Anna	1,682.42
79167	6/15/2022	Davis, Carrie B.	1,301.39

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<b>Check/Advice Number</b>	<b>Check/Advice Date</b>	<b>Employee Name</b>	<b>Check/Advice Amount</b>
79168	6/15/2022	Davis, Evelyn D.	894.76
79169	6/15/2022	Doerr, Cara C.	2,166.45
79170	6/15/2022	Dollins, Judith A.	1,724.82
79171	6/15/2022	Dover, Lydia J.	344.05
79172	6/15/2022	Dudley, Tina M.	1,183.06
79173	6/15/2022	Fehrenbacher, Dwayne J.	1,821.23
79174	6/15/2022	Fontana, Sandra L.	2,052.09
79175	6/15/2022	Forthman, Emily B.	2,191.54
79176	6/15/2022	Frassato, Kylee N.	1,417.97
79177	6/15/2022	Frizzell, Timothy A.	2,043.64
79178	6/15/2022	Gerard, Anthony S.	2,767.44
79179	6/15/2022	Goforth, Charles B.	1,516.03
79180	6/15/2022	Gordon, Beatrice	869.85
79181	6/15/2022	Hamilton-Smith, Jacqueline	1,062.35
79182	6/15/2022	Hannan, Amanda N.	2,360.44
79183	6/15/2022	Harner, Ginger R.	2,264.05
79184	6/15/2022	Harris, Wendy D.	2,136.03
79185	6/15/2022	Hazel, Amanda N.	1,143.87
79186	6/15/2022	Herre, Brian C.	1,441.88
79187	6/15/2022	Herren, Jennifer K.	1,214.81
79188	6/15/2022	Hickam, Jamie L.	1,322.84
79189	6/15/2022	Hill, Tanya S.	1,752.96
79190	6/15/2022	Hines, Lorena M.	1,867.20
79191	6/15/2022	Howard, Eric	1,850.42
79192	6/15/2022	Hunsperger, Kevin	2,287.22
79193	6/15/2022	Jennings, Kelly D.	1,555.34
79194	6/15/2022	Johnson, Lindsay B.	1,753.26
79195	6/15/2022	Kineman, Daniel L.	1,491.00
79196	6/15/2022	King, Erin R.	1,596.15
79197	6/15/2022	Knight, Cecilia M.	878.50
79198	6/15/2022	Koch, Donald N.	2,353.53
79199	6/15/2022	Lingle, Randy W.	2,010.56
79200	6/15/2022	Lucas, Robert	1,934.83
79201	6/15/2022	Malone, Sherrie D.	2,196.41
79202	6/15/2022	Mason, Gregory K.	2,323.97
79203	6/15/2022	McGinnis, Connie R.	2,276.81
79204	6/15/2022	McGoy, Karen M.	1,798.88
79205	6/15/2022	McNally, Michael	2,019.08
79206	6/15/2022	Meyer, Lisa F.	1,361.30
79207	6/15/2022	Meyers, Kaylyn L.	1,224.52
79208	6/15/2022	Nicolaides, Ian A.	2,279.67

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<b>Check/Advice Number</b>	<b>Check/Advice Date</b>	<b>Employee Name</b>	<b>Check/Advice Amount</b>
79209	6/15/2022	Nodeen, Marsha K.	1,379.52
79210	6/15/2022	Owens, Peter	1,334.28
79211	6/15/2022	Price, Lisa L.	3,073.05
79212	6/15/2022	Reach, Mindy J.	1,354.03
79213	6/15/2022	Ribbing, Sheryl L.	2,027.77
79214	6/15/2022	Rice, Ronnie D.	1,340.73
79215	6/15/2022	Rouse, Felicia	1,410.12
79216	6/15/2022	Sauerbrunn, Kayla R.	1,852.65
79217	6/15/2022	Severs, Virginia L.	1,313.07
79218	6/15/2022	Sheffer, Amy L.	1,867.59
79219	6/15/2022	Shelby, Kristin N.	2,207.14
79220	6/15/2022	Sheppard, Gregory S.	1,782.85
79221	6/15/2022	Simpson, Stacy J.	1,521.83
79222	6/15/2022	Smith, Kyle S.	1,781.21
79223	6/15/2022	Smith, Wanda R.	2,523.53
79224	6/15/2022	Smith-Fulia, Jesse R.	3,687.29
79225	6/15/2022	Sparks, John R.	1,960.99
79226	6/15/2022	Steinmetz, Matthew E.	1,451.09
79227	6/15/2022	Steinmetz, Rebecca L.	1,237.45
79228	6/15/2022	Stoup, William R.	1,846.25
79229	6/15/2022	Suggs, Amber	1,745.01
79230	6/15/2022	Taylor, Timothy	5,094.92
79231	6/15/2022	Teske, April Y.	2,315.14
79232	6/15/2022	Thompson, Chevis L.	1,897.24
79233	6/15/2022	Thornsberry, Ryan J.	2,280.64
79234	6/15/2022	Trowbridge, Mandee M.	3,755.07
79235	6/15/2022	Van Meter, Jonathan L.	1,760.14
79236	6/15/2022	VanAlstine, Lee F.	2,078.01
79237	6/15/2022	Vellella, Christopher A.	2,243.10
79238	6/15/2022	Vines, Deborah	1,241.79
79239	6/15/2022	Walton, James L.	1,513.67
79240	6/15/2022	Whitnel, Brett P.	1,512.03
79241	6/15/2022	Williams, Michelle L.	829.60
79242	6/15/2022	Woods, Brandy S.	2,373.96
79243	6/15/2022	Woolridge, Robert E.	2,266.21
79244	6/15/2022	Wright, Christina D.	1,554.21
79245	6/15/2022	Baker, Debra L.	412.68
79246	6/15/2022	Blood, Adelina J.	942.80
79247	6/15/2022	Burgess, Michael	237.38
79248	6/15/2022	Dalton, Amelia R.	361.04
79249	6/15/2022	Dover, Lydia J.	1,635.39

**Shawnee Community College – Payroll Check Register  
June 2022**

<b>Check/Advice Number</b>	<b>Check/Advice Date</b>	<b>Employee Name</b>	<b>Check/Advice Amount</b>
79250	6/15/2022	Duke, Jordan	209.49
79251	6/15/2022	Eads, Brianna F.	313.66
79252	6/15/2022	Edwards, Jessica E.	801.57
79253	6/15/2022	Fisher, Stephanie J.	565.76
79254	6/15/2022	Green, Kandyce T.	328.94
79255	6/15/2022	Hannan, Rachel A.	860.84
79256	6/15/2022	Harris, Julian M.	719.60
79257	6/15/2022	Harris, Rana L.	313.35
79258	6/15/2022	Johnson, Kelly J.	227.24
79259	6/15/2022	Knight, Cecilia M.	621.32
79260	6/15/2022	Koch, Brian S.	587.22
79261	6/15/2022	Lewis, Jan F.	1,151.37
79262	6/15/2022	McBride, Artie M.	719.03
79263	6/15/2022	McClellan, Heaven M.	621.56
79264	6/15/2022	McEwen, Sayveon L.	575.49
79265	6/15/2022	McNichols, Randall J.	424.57
79266	6/15/2022	Meyers, Tiffany A.	758.17
79267	6/15/2022	Murray, Maggie A.	1,002.79
79268	6/15/2022	Rice, Colton D.	592.83
79269	6/15/2022	Ryan, Blake R.	858.51
79270	6/15/2022	Solomon, Jabre A.	537.71
79271	6/15/2022	Stecher, Beverly A.	598.85
79272	6/15/2022	Taylor, Cody M.	704.12
79273	6/15/2022	Thoe, Alexandra I.	739.94
79274	6/30/2022	Adams, Jane E.	345.64
79275	6/30/2022	Armstrong, Lori A.	4,792.90
79276	6/30/2022	Ashby, Malinda J.	1,818.10
79277	6/30/2022	Askew, Jipaum S.	2,126.74
79278	6/30/2022	Ball, Orena L.	1,498.02
79279	6/30/2022	Basler, Joella	2,778.04
79280	6/30/2022	Betts, Teale M.	1,762.45
79281	6/30/2022	Bigham, Stephanie M.	980.91
79282	6/30/2022	Black, David E.	3,478.29
79283	6/30/2022	Black, Sabrina L.	1,135.38
79284	6/30/2022	Boyd, Danielle N.	1,489.31
79285	6/30/2022	Bradley, Craig	3,966.06
79286	6/30/2022	Brahler, Monica J.	4,789.96
79287	6/30/2022	Brown, Brenda R.	3,245.24
79288	6/30/2022	Capps, Tamara K.	2,302.08
79289	6/30/2022	Cather, Darci A.	3,232.06
79290	6/30/2022	Chambers, Lynne M.	498.88

**Shawnee Community College – Payroll Check Register  
June 2022**

<b>Check/Advice Number</b>	<b>Check/Advice Date</b>	<b>Employee Name</b>	<b>Check/Advice Amount</b>
79291	6/30/2022	Chamness, Virginia S.	1,031.24
79292	6/30/2022	Clark, Christopher A.	2,927.94
79293	6/30/2022	Clark, Lora L.	1,247.34
79294	6/30/2022	Copeland, Vyta N.	498.88
79295	6/30/2022	Cornelious-Weldon, Leslie A.	1,647.11
79296	6/30/2022	Cornelissen, Vicky J.	1,039.10
79297	6/30/2022	Crowe, Beth A.	2,076.11
79298	6/30/2022	Davenport, Anna	1,682.42
79299	6/30/2022	Davis, Carrie B.	1,301.39
79300	6/30/2022	Davis, Evelyn D.	894.76
79301	6/30/2022	Dawson, Cody	1,533.46
79302	6/30/2022	Dillow, Rhonda L.	1,971.00
79303	6/30/2022	Doerr, Cara C.	3,346.67
79304	6/30/2022	Dollins, Judith A.	2,703.66
79305	6/30/2022	Dover, Lydia J.	1,688.59
79306	6/30/2022	Dudley, Tina M.	1,183.06
79307	6/30/2022	Fehrenbacher, Dwayne J.	1,821.23
79308	6/30/2022	Fontana, Sandra L.	2,610.51
79309	6/30/2022	Forthman, Emily B.	2,191.54
79310	6/30/2022	Frassato, Kylee N.	1,417.97
79311	6/30/2022	Frizzell, Timothy A.	3,895.54
79312	6/30/2022	Gerard, Anthony S.	2,767.44
79313	6/30/2022	Goforth, Charles B.	1,516.03
79314	6/30/2022	Gordon, Beatrice	869.85
79315	6/30/2022	Hamilton-Smith, Jacqueline	1,062.35
79316	6/30/2022	Hannan, Amanda N.	2,360.44
79317	6/30/2022	Harner, Ginger R.	2,264.02
79318	6/30/2022	Harris, Wendy D.	2,136.03
79319	6/30/2022	Hazel, Amanda N.	1,143.87
79320	6/30/2022	Herre, Brian C.	1,441.88
79321	6/30/2022	Herren, Jennifer K.	1,214.81
79322	6/30/2022	Hickam, Jamie L.	1,322.84
79323	6/30/2022	Hill, Tanya S.	1,752.96
79324	6/30/2022	Hines, Lorena M.	2,682.89
79325	6/30/2022	Howard, Eric	1,850.42
79326	6/30/2022	Hunsperger, Kevin	2,287.22
79327	6/30/2022	Jennings, Kelly D.	1,555.34
79328	6/30/2022	Johnson, Lindsay B.	1,753.26
79329	6/30/2022	Kineman, Daniel L.	1,491.00
79330	6/30/2022	King, Erin R.	1,596.15
79331	6/30/2022	Knight, Cecilia M.	1,292.64

**Shawnee Community College – Payroll Check Register  
June 2022**

<b>Check/Advice Number</b>	<b>Check/Advice Date</b>	<b>Employee Name</b>	<b>Check/Advice Amount</b>
79332	6/30/2022	Koch, Donald N.	2,353.53
79333	6/30/2022	Lingle, Randy W.	2,010.56
79334	6/30/2022	Lucas, Robert	1,934.83
79335	6/30/2022	Malone, Sherrie D.	2,754.82
79336	6/30/2022	Mason, Gregory K.	2,323.97
79337	6/30/2022	McGinnis, Connie R.	2,276.81
79338	6/30/2022	McGoy, Jeffery L.	494.74
79339	6/30/2022	McGoy, Karen M.	1,798.88
79340	6/30/2022	McNally, Michael	3,135.92
79341	6/30/2022	Meyer, Lisa F.	1,361.30
79342	6/30/2022	Meyers, Kaylyn L.	1,224.52
79343	6/30/2022	Nicolaides, Ian A.	3,898.77
79344	6/30/2022	Nodeen, Marsha K.	929.78
79345	6/30/2022	Pearman, Allen W.	975.72
79346	6/30/2022	Poat, Erica R.	977.78
79347	6/30/2022	Price, Lisa L.	3,073.05
79348	6/30/2022	Reach, Mindy J.	1,354.03
79349	6/30/2022	Ribbing, Sheryl L.	3,480.15
79350	6/30/2022	Rice, Ronnie D.	1,340.73
79351	6/30/2022	Rottmann, Heather A.	518.04
79352	6/30/2022	Rouse, Felicia	1,821.91
79353	6/30/2022	Salazar, Becky	519.07
79354	6/30/2022	Sauerbrunn, Kayla R.	3,292.70
79355	6/30/2022	Severs, Virginia L.	1,164.89
79356	6/30/2022	Sheffer, Amy L.	3,848.76
79357	6/30/2022	Shelby, Kristin N.	2,207.14
79358	6/30/2022	Sheppard, Gregory S.	4,547.15
79359	6/30/2022	Simpson, Stacy J.	1,521.83
79360	6/30/2022	Smith, Kyle S.	1,781.21
79361	6/30/2022	Smith, Wanda R.	2,523.53
79362	6/30/2022	Smith-Fulia, Jesse R.	2,572.41
79363	6/30/2022	Sparks, John R.	1,960.99
79364	6/30/2022	Steinmetz, Matthew E.	1,451.09
79365	6/30/2022	Steinmetz, Rebecca L.	1,237.45
79366	6/30/2022	Stoup, William R.	1,846.25
79367	6/30/2022	Suggs, Amber	1,745.01
79368	6/30/2022	Taylor, Timothy	5,094.92
79369	6/30/2022	Teske, April Y.	2,315.14
79370	6/30/2022	Thompson, Chevis L.	1,897.24
79371	6/30/2022	Thornsberry, Ryan J.	2,280.64
79372	6/30/2022	Thornsberry, Sarah E.	496.82

**Shawnee Community College – Payroll Check Register  
June 2022**

<b>Check/Advice Number</b>	<b>Check/Advice Date</b>	<b>Employee Name</b>	<b>Check/Advice Amount</b>
79373	6/30/2022	Trowbridge, Mandee M.	867.10
79374	6/30/2022	Van Meter, Jonathan L.	1,760.14
79375	6/30/2022	VanAlstine, Lee F.	3,194.85
79376	6/30/2022	Vellella, Christopher A.	2,243.10
79377	6/30/2022	Vines, Deborah	962.37
79378	6/30/2022	Walton, James L.	1,513.67
79379	6/30/2022	Whitnel, Brett P.	1,512.03
79380	6/30/2022	Williams, Michelle L.	829.60
79381	6/30/2022	Woods, Brandy S.	2,373.96
79382	6/30/2022	Woolridge, Robert E.	2,755.62
79383	6/30/2022	Wright, Christina D.	1,554.21
79384	6/30/2022	Baker, Debra L.	327.13
79385	6/30/2022	Blood, Adelina J.	683.69
79386	6/30/2022	Burgess, Michael	126.31
79387	6/30/2022	Chambers, Jamie M.	361.85
79388	6/30/2022	Claspill, Stacey E.	614.54
79389	6/30/2022	Crites, Marilyn M.	704.91
79390	6/30/2022	Dalton, Amelia R.	535.84
79391	6/30/2022	Devenny, Marianne	240.79
79392	6/30/2022	Dover, Lydia J.	365.42
79393	6/30/2022	Eads, Brianna F.	302.26
79394	6/30/2022	Edwards, Jessica E.	1,082.97
79395	6/30/2022	Fisher, Stephanie J.	715.50
79396	6/30/2022	Green, Kandyce T.	605.56
79397	6/30/2022	Hannan, Rachel A.	866.91
79398	6/30/2022	Harris, Julian M.	410.77
79399	6/30/2022	Harris, Rana L.	675.72
79400	6/30/2022	Hayes, Stephanie	409.30
79401	6/30/2022	Knight, Cecilia M.	303.93
79402	6/30/2022	Koch, Brian S.	701.90
79403	6/30/2022	Korte, Rhea C.	308.42
79404	6/30/2022	Lewis, Jan F.	1,151.37
79405	6/30/2022	McBride, Artie M.	906.04
79406	6/30/2022	McClellan, Heaven M.	548.61
79407	6/30/2022	McEwen, Sayveon L.	713.64
79408	6/30/2022	McNichols, Randall J.	796.36
79409	6/30/2022	Meyers, Tiffany A.	838.81
79410	6/30/2022	Murray, Maggie A.	1,025.41
79411	6/30/2022	Penrod, Wesley W.	98.64
79412	6/30/2022	Rice, Colton D.	672.28
79413	6/30/2022	Ryan, Blake R.	909.31

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

**June 2022**

<b>Check/Advice Number</b>	<b>Check/Advice Date</b>	<b>Employee Name</b>	<b>Check/Advice Amount</b>
79414	6/30/2022	Solomon, Jabre A.	700.25
79415	6/30/2022	Stecher, Beverly A.	519.88
79416	6/30/2022	Taylor, Cody M.	680.89
79417	6/30/2022	Thoe, Alexandra I.	815.34
79418	6/30/2022	Woods, Aaron C.	<u>602.28</u>
		Total	<u>\$ 459,442.66</u>

<b>Interfund Transfer</b>		
<b>Date</b>	<b>Vendor</b>	<b>Amount</b>
June 30, 2022	Shawnee Community College	\$8,204.34
<b>From:</b> Fund- (Working Cash Fund)		
<b>To:</b> Fund-01 (Education Fund)		
<b>Purpose:</b> To transfer FY22 Working Cash fund interest income from the Working Cash Fund to the Education Fund.		
_____		_____
Chairman		Secretary
<b>Date:</b>	_____ 08/01/22 _____	

<b>Interfund Transfer</b>		
<b>Date</b>	<b>Vendor</b>	<b>Amount</b>
June 30, 2022	Shawnee Community College	\$250,000.00
<b>From:</b> Fund-01 (Education Fund)		
<b>To:</b> Fund- (Restricted Purpose Fund)		
<b>Purpose:</b> To make an inter-fund loan from the Education fund to the Restricted Purposes Fund to cover shortage of funds.		
_____		_____
Chairman		Secretary
<b>Date:</b>	_____ 08/01/22 _____	

## Board Memorandum

**Board of Trustees**

James Darden  
 Steve Heisner  
 Michael McMahan  
 April Moore  
 Deborah Shelton-Yates  
 John Windings  
 Andrea Witthoft

**Student Trustee**

Riley Scarbrough

**President**

Dr. Tim Taylor

**Vice Presidents**

Darci Cather  
 Chris Clark  
 Dr. Lisa Price

**Executive Directors**

Emily Forthman  
 Kevin Hunsperger  
 Dr. April Teske  
 Dr. Jeffrey Dufour

**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Dr. Lisa Price  
**RE:** Community Education Programming Monitoring Report  
**Date:** 08/01/2022

**Background:** As identified in the Board Policy on College Purpose (B1000), one of the primary purposes of the College is to provide *Community education and avocational activities and programs that contribute to personal interest, growth, and enrichment* for the benefit of our Community. By doing so, the Board designated *Community Education Programming* as a Strategic Outcome.

In addition, the Board Policy on Monitoring College Effectiveness (B1002) provides an *effective and consistent assessment framework for the Board to evaluate College progress towards the achievement of the Board's Strategic Outcomes*.

Finally, Section 10 of Board Policy 4003 identifies a calendar of expected Board activities. In that policy, the Community Education Programming Monitoring Report is to be evaluated by the Board during the month of August at the regular Board meeting. To facilitate the Board analysis of the College's progress on this strategic outcome, the Community Education Monitoring Report (attached) was presented to the Board for review at the July 05, 2022 regular Board meeting.

At this time, Lindsay Johnson will provide a presentation on this report. After the presentation, the Board should review, and potentially update, the Community Education Programming (B1007) Strategic Outcome policy, which is found later in the Agenda.

**Recommendation:** Evaluate the extent to which the College has achieved the intended results for the Community Education programming Strategic Outcome and discuss potential updates to Policy B1002 that might clarify future Board expectations of College performance.

Board Monitoring Report

Community Education Programming

June 2022



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Performance Area: Fiscal Stewardship .....	11
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## Introduction to SCC Monitoring Reports

The SCC Board of Trustees, through the [Strategic Outcomes](#) policy on College Purpose (B1000), has identified eight critical services:

- Transfer Programming (B1003)
- Professional Programming (B1004)
- Continuing Education Programming (B1005)
- Workforce Training (B1006)
- Community Education Programming (B1007)
- College Readiness Programming (B1008)
- Adult Education Programming (B1009)
- Student Services (B1010)

In addition, the Board believes accreditation and diversity are essential elements needed to support the achievement of those services (B1002). As such, the Board has identified Strategic Outcome policies for Accreditation & Certification (B1011) and Diversity, Equity, and Inclusion (B1012).

To provide an effective and consistent assessment framework for the Board to evaluate the College's progress, the Board will regularly inspect (B4003), through President-provided monitoring reports, College performance using the Shawnee College Effectiveness System (SCCES). Specific monitoring measures and indicators of performance are suggested in each Strategic Outcomes policy and aligned to Strategic Plan strategies.

In accordance with the Board policy on Monitoring College Effectiveness (B1002), [monitoring reports](#) will assist the Board with guiding the President on decisions related to the Strategic Plan for prioritizing improvement initiatives and allocating resources. Monitoring reports will include, at a minimum:

- An explicit alignment with the College's Strategic Plan strategies
- An in-depth analysis of the aligned key performance indicators in SCCES
- Relevant strengths and areas for improvement informed by the analysis
- Specific, measurable actions and recommendations for continuous improvement anchored in a realistic timeframe

Further, through the Governance & Bylaws policies, the Board has identified key areas integral to the success of the Strategic Outcome policies for which monitoring reports are required (B4003). These areas include:

- Finance & Budget (Quarterly)
- Investment (Quarterly)
- Foundation (Quarterly)
- Facilities (Quarterly)
- Information Technology (Quarterly)
- Human Resources (Quarterly)
- Risk Management (Quarterly)
- Student Academic Assessment (Annual)



## Executive Summary for Community Education

As identified in the College purpose statement (B 1000), community education programming is an essential service that contributes to the personal interest, growth, and enrichment of community members.

According to the Board's Community Education Programming Strategic Outcomes policy (B 1007), students receive value by engaging in the College's community education courses, seminars, camps, and programs (i.e. community education programming) designed to help them fully develop their natural abilities by gaining knowledge and skill on topics of personal interest. By completing these lifelong learning activities, students potentially: enrich their lives, increase their personal satisfaction, gain a sense of self-fulfillment, adapt to change, increase their wisdom, and strike a balance between work and life. Further, students benefit from community education programming that enables them to continuously pursue and sustain their passion in ways that lead to feelings of social inclusion and demonstrations of active citizenship through active and meaningful contributions to society. Students receive greater value when their passions for community education programming can be linked to their professional interests or work life.

To achieve these benefits, the Board directs the President to establish, deliver, and continuously improve community education programming. This report provides updates on the College's Community Education Programming and how it aligns with the Board Strategic Outcomes using the Key Performance Indicators (KPIs) in the [Shawnee Community College Effectiveness System \(SCCES\)](#).

**Some areas of focus for Community Education in 2021-2022, along with the [Strategic Plan](#) initiative to which they are aligned, include:**

- Increase the variety and number of Community Ed courses (S2G3OA)
- Improve the recruitment process for Community Ed courses (S2G1OH, S4G4OA)
- Increase the number of course offerings at each SCC location (S2G3OA, S2G3OE)
- Increase our partnerships with community organizations to deliver Community Ed courses of interest to residents (S2G3OA)
- Determine ways to discover the Community Ed courses residents desire (S2G3OA)
- Make the registration process more accessible and user-friendly (S2G1OD)
- Determine ways to track the revenue and costs for Community Ed courses (S2G3OE)



As specified by Board Policy *B1007 Community Education Programming*, the following SCCES areas of performance have been identified:

- [Community Need](#)
- [Student Interest](#)
- [Enrollment](#)
- [Fiscal Stewardship](#)

An additional performance area, [Deployment](#), was identified while completing this report and is included.

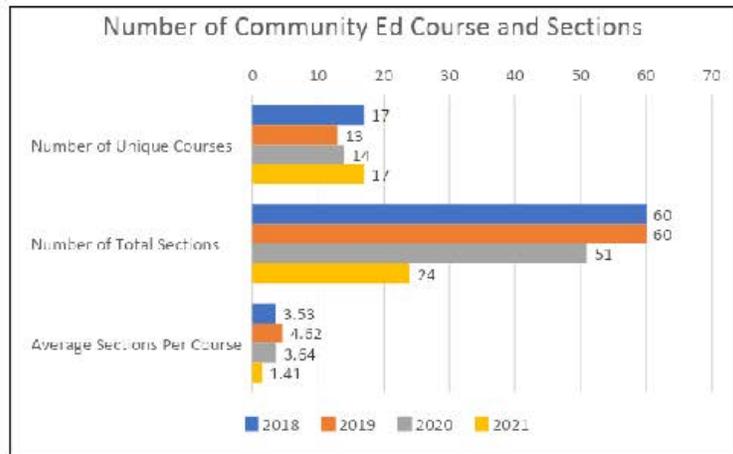
**When analyzing the KPIs aligned to these SCCES areas, the following patterns and trends are evident (with 2021 the exception due to COVID):**

- Number of Community Ed courses, sections, and average sections per course has remained relatively constant since 2018
- Delivery method of Community Ed courses is primarily lecture and lab (for fitness courses)
- Location of Community Ed courses is primarily at the Anna Center, Main Campus, and then Metro Center
- Community Education headcount increased between 2018 and 2019 and was impacted in 2020 and 2021 by COVID. We are now seeing a rise in enrollment.
- Community Ed sustained enrollment, year-to-year, decreased slightly between 2018 and 2019 but is now on the rise since COVID.
- Percent of Unduplicated Headcount that are SCC Service Area Residents has ranged from 58% to 100%, with about 1% of the SCC Service Area total population taking a Community Ed course each year since 2018
- While average Community Ed enrollment per course has decreased, the average enrollment per section has remained relatively constant since 2018, suggesting good stewardship with scheduling practices
- Up to now, there has not been a way to identify the revenue and costs of Community Ed courses
- The Deployment KPA is not currently included in *B1007 Community Education Programming* but was informative when measuring progress and identifying further considerations.

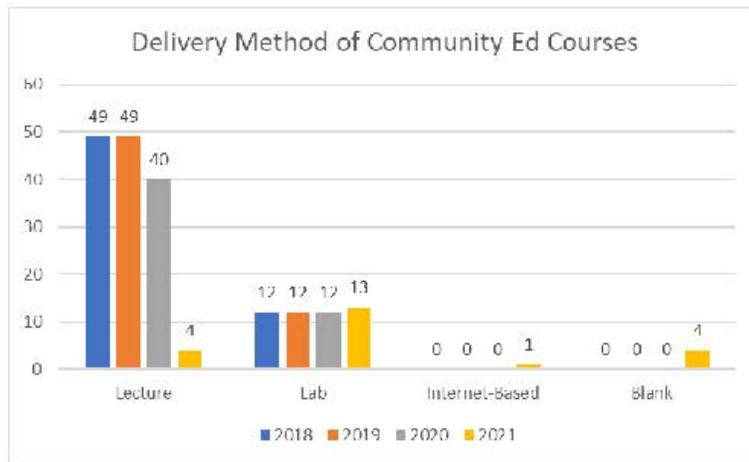


Performance Areas

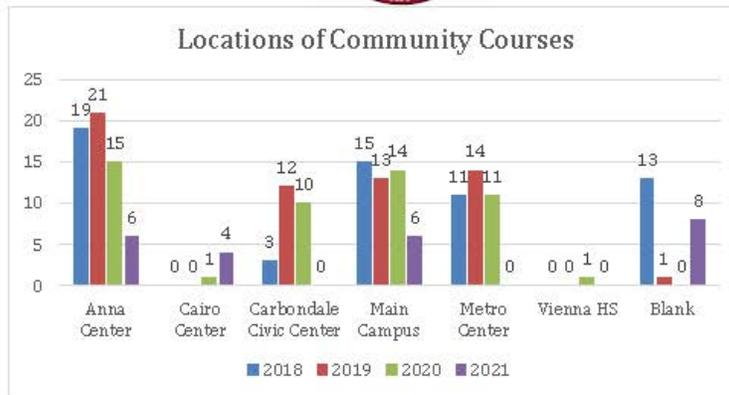
**Performance Areas: Community Needs and Student Interest**



Data Source: SCC CROA report "Number of Courses and Enrollment by AY."



Data Source: SCC CROA report "Number of Courses and Enrollment by AY."



Data Source: SCC CROA report "Number of Courses and Enrollment by AY."

The number of courses, sections per course, and average sections per course have remained constant since 2018 until COVID. The typical delivery method since 2018 is a lecture. The courses coded as a lab are the fitness courses. When looking at the delivery method, only one section, PS 271-95N, Cyber Security, in 2021, was in an online alternative delivery method. Ninety-three students participated (23% of the 2021 enrollment). Aside from the Fit for Seniors sections, this is the course with the largest enrollment. When looking deeper into this, this course was developed for all SCC employees as mandatory training. Other trends noticed were the blank delivery methods and locations. We have worked with Institutional Effectiveness and IT to develop a process to ensure all courses are coded. As of now, we have no blank course codes for FY23. The Institutional Research Department has developed a monthly report for monitoring this, and the Community Education Department has developed an *Add Course Form* for all Community Education classes. Each class must have all required fields on the document before being submitted to the Academic Affairs Executive Associate for processing. Regarding the location of courses, the Anna Center, Main Campus, and Metro Center have typically held the most classes. We are looking into ways to expand course offerings into Vienna and Cairo.

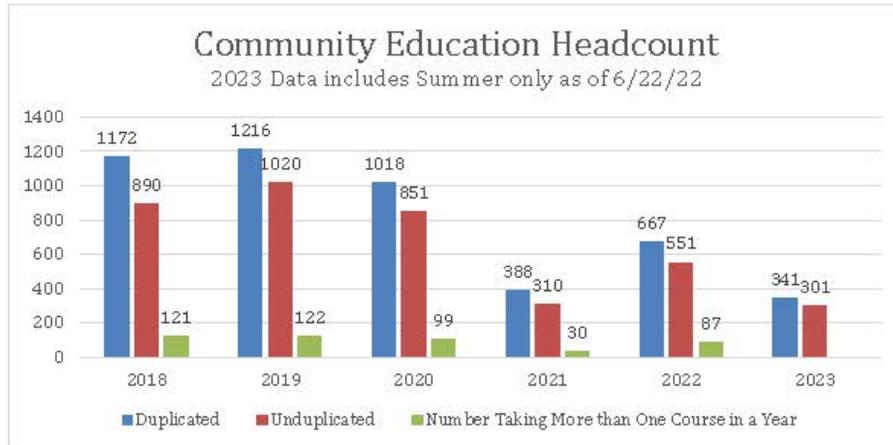
When looking at the KPIs in the Community Needs and Student Interest areas, we realized we were not tracking courses offered in partnership with community organizations. In August, we will meet with Ellucian for the Colleague Curriculum Management module training and seek guidance on this.

Although we are not officially tracking partnerships, the following Community Education courses are possible due to our community partnerships, as of June 2022:

1. Massac Mental Health – PS 280-01 SCC Professional Development Course.
2. P.A.S.T. of Union County – PS 176-67 Southern Illinois History
3. SBDC & SIDEZ – PS 191-01 Elite Entrepreneur
4. Regional Office of Education #30 – PS 301-67 How to Apply for Substitute and Paraprofessional License.
5. University of Illinois Extension Centers – PS 600A-30 Container Gardening



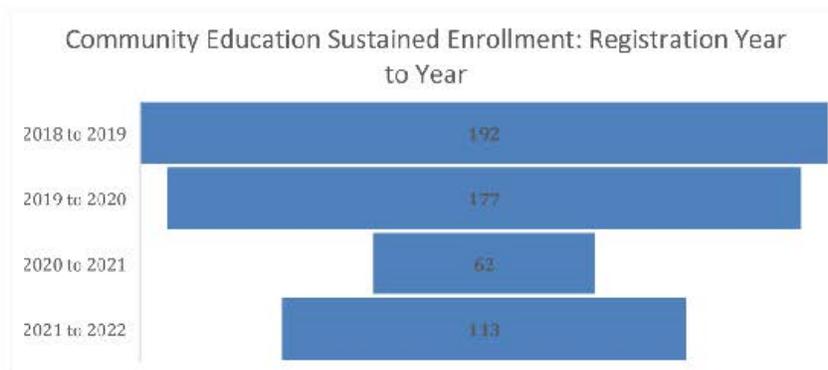
**Performance Area: Enrollment**



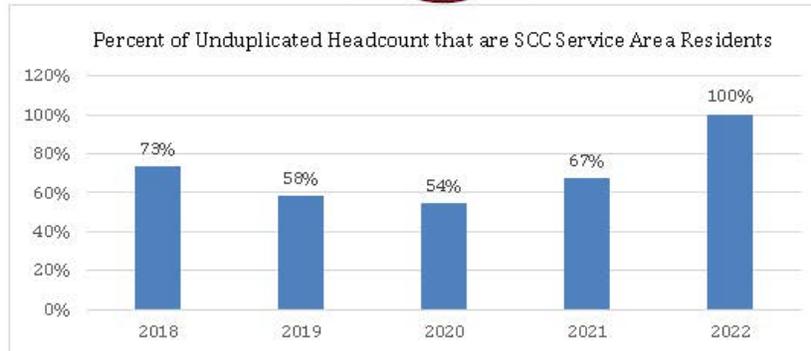
Data Source: SCC CROA report, "Community Ed Unduplicated Headcount," 4/18/22, and "Enrollment Comparison Non-Credit", 6/22/22

Percentage taking more than one course in a year	
2018	14%
2019	12%
2020	12%
2021	10%
2022	16%

Data Source: SCC CROA report, "Community Ed Unduplicated Headcount," 4/18/22



Data Source: SCC CROA report: "CommEd Unduplicated Headcount Sustained Enrollment" (April-Enrollment), 5/16/22



Data Sources: SCC CROA report "Community Ed Unduplicated Headcount College Service Area Residents" (April-Enrollment), 5/16/22

Percent of SCC Service Area Residents Taking Community Education Courses	
2018	1.20%
2019	1.10%
2020	1.00%
2021	0.39%
2022	1.00%

Data Sources: SCC CROA report "Community Ed Unduplicated Headcount College Service Area Residents" (April-Enrollment), 5/16/22; census.gov

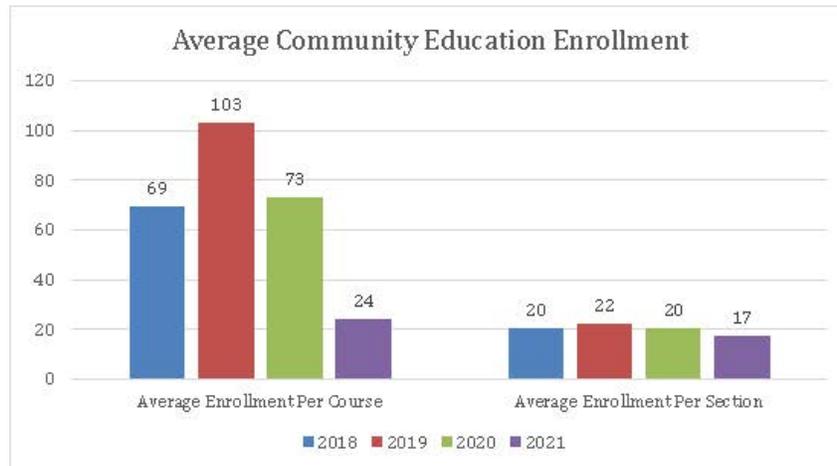
The Summer 2022 semester has seen an increase in headcount for Community Education. As of June 22<sup>nd</sup>, the unduplicated headcount for the summer semester is 301. The total unduplicated enrollment for Community Education in the academic year 2022 (which includes Summer 2021, Fall 2021, and Spring 2022) had a total of 551. Within one semester, the Community Education department has successfully enrolled over half the total number of all Community Ed students for the entire 2022 academic year.

When looking at enrollment in Community Education courses, a few trends emerge. It appears enrollment was increasing until the year COVID hit. As of this report, enrollment is increasing. The number and percentage of community members taking more than one course in a year have remained relatively stable over the years and are slightly rising. When looking at sustained enrollment (enrollment from one year to another), it has slowly decreased, with a sudden drop during COVID. However, it is encouraging that 113 from 2021 enrolled for 2022, as of the date of the data report. Most of our Community Education enrollment composition is from the five SCC Service Area counties. Except for the 2021 year, we have consistently enrolled about 1% of our total service area population.

We are not currently tracking the number of people who take community education courses at partner providers. A community education request form has been added to the website along with the registration form requesting to hear desired courses we do not currently offer.



## Performance Area: Deployment



Data Source: SCC CROA report. "

The Deployment Performance Area is not included in the *B1007* policy; however, we felt it was essential to look at some KPIs in the measures of curriculum management and scheduling effectiveness, including breadth of courses, % of courses offered in multiple timeframes/formats, # of students who access courses from off-campus locations, the average number of sections per course, average enrollment per course, average enrollment per section. Regarding scheduling effectiveness, the average enrollment per course section has remained consistent, even though average enrollment per course has decreased since COVID, which suggests that have adjusted and are not over-scheduling courses.

The typical course format, as seen in the [Community Needs and Student Interest areas](#), is lecture/lab. We want to consider expanding online courses when appropriate. As stated earlier, there is a renewed focus on developing community education in the Cairo and Vienna Extension Centers. The types of courses until COVID were mainly Defensive Driving and Fitness Courses, with a few Kids summer courses.

In May of 2022, the Community Education Department launched a new online registration and payment portal with an option to use PayPal for secure payment processing. The registration and payment options have been utilized extensively by our community members. The registration link is located on the newly redesigned [shawneecc.edu/communityeducation](http://shawneecc.edu/communityeducation) link. The link provides information for Personal Development/Community Events Classes for Adults and also a link to the SCC Kid Camps and Events page. As of June 8th, there have been over 300 registrations processed through the online portal.

The Community Education Department also purchased Smore, an interactive newsletter that can be embedded on websites or provide a straightforward process of establishing mass e-mailings. As of June 8th, the Community Education – Events and Personal Development newsletter has received 3353 views, and the SCC Kids Camps newsletter has had 3726 views.



## Performance Area: Fiscal Stewardship

Before Dr. Taylor arrived, we were not tracking the revenue and costs incurred for Community Education courses. With the new budget model, we will better be able to track these.

We are tracking the revenue generated from the SCC Summer Kids Camps beginning the summer 2022 semester. Participants that enroll online are directed to PayPal. Weekly, the Director of Business, downloads the transactions, and the transactions are transferred to the appropriate accounts.

### Actions and Recommendations

Actions Completed/Currently Implemented and the [Strategic Plan](#) Initiative to which they are aligned:

- Online registration and payment option for community education courses to increase accessibility, increase timely registration, and be more consumer-friendly, completed April 2022 by the Director of Community Education and Extension Centers, Computer Systems Specialist, and the Director of Business Services. (S2G1OD)
- S'more Newsletter and mass email newsletters to the community to assist with recruitment, completed April 2022, by the Director of Community Education and Extension Centers, Computer Systems Specialist. (S2G1OH, S4G4OA)
- Increased community partnerships in the past six months, ongoing, Director of Community Education and Extension Centers and Extension Center Coordinators. (S2G3OA)
- Increased Summer youth events and registrations, Completed June 2022, Director of Community Education and Extension Center Coordinators. (S2G3OA)
- Created forms for class creation and procedures, completed April 2022, Director of Community Education and Extension Centers.
- Upgraded forms and documentation for community education, completed April 2022, Director of Community Education and Extension Centers.

Recommendations and Actions for Future Consideration and the [Strategic Plan](#) Initiative to which they are aligned:

- Online community education course offerings, projected implementation, Fall 2022, Director of Community Education and Extension Centers. (S2G3OA)
- Stackable certificates in non-credit curriculum, projected implementation, Fall 2023, Director of Community Education and Extension Centers.
- Work with Ellucian to determine how to track partnerships with community organizations, Fall 2022, Director of Community Education and Extension Centers, and the Institutional Effectiveness Department. (S3G2OA)
- Increase the Community Ed offerings at the Vienna and Cairo Extensions Centers, Spring 2023, Director of Community Education and Extension Centers, and the Extension Center Coordinators. (S2G3OA, S2G3OE)



- Continue to increase our partnerships with community organizations to deliver Community Ed courses of interest to residents, ongoing, Director of Community Education and Extension Centers, and the Extension Center Coordinators. (S2G3OA)
- Determine ways to discover the Community Ed courses residents desire by potentially adding questions to the SCC Community Survey, ongoing, Executive Director of Public Information and Marketing, Director of Community Education and Extension Centers, and the Executive Director of Institutional Effectiveness. (S2G3OA)
- Determine ways to track the revenue and costs for Community Ed courses, projected implementation, Fall 2022, Director of Community Education and Extension Centers, and the Director of Business Services. (S2G3OE)
- Consider adding the Deployment KPIs to the *B1007* Strategic Outcomes policy, Board of Trustees, July-August 2022 (S3G4OB)

## Board Memorandum



### Board of Trustees

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April Moore  
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John Windings  
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### Student Trustee

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### Vice Presidents

Darci Cather  
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### Executive Directors

Emily Forthman  
Kevin Hunsperger  
Dr. April Teske

**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Chris Clark  
**RE:** Quarterly Monitoring Reports  
**Date:** 08/01/22

**Background:** As noted in Section 10 of Board Policy B4003, the College should be providing the following Quarterly Monitoring reports for the month of August:

- Finance & Budget Monitoring Report
- Investment Monitoring Report
- Foundation Monitoring Report

At this point, due to extensive work done on the College's FY23 budget and coordination with the College's Financial Advisor, the Board Finance Committee has not had the opportunity to adequately identify appropriate monitoring data (or a desired format) for these reports. As such, it is proper for the Board Finance to schedule a meeting to identify Board expectations for these reports. In the meantime, the administration will continue to provide the Board financial information through Consent Agenda items (i.e. Treasurers Report and Approval of Bills).

**Recommendation:** I recommend the Board Finance Committee schedule a meeting date to identify the desired information and format for each of the Quarterly Monitoring Reports listed above.

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**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Chris Clark  
**RE:** Ballpark Supplemental Road Project Bid  
**Date:** 08/01/22

**Background:** Shawnee Community College is improving accessibility to all buildings, student and community areas on Main Campus to strengthen the College's infrastructure in a manner that promotes student learning, completion and institutional sustainability (Goal 4, Objective 8, Strategy A of the Strategic Plan).

A pre-bid meeting was held on June 28, 2022, and was attended by Chris Clark, Don Koch, Scott Burge (Project Manager, Farnsworth) and two contractors. The bid opening was on July 6, 2022 and was attended by Chris Clark, Scott Burge, and one contractor.

- Samron: Chose not to submit a bid
  - Scott Burge spoke with Samron, who noted concerns about their ability to complete the project in the specified timeframes, so therefore did not submit a bid.
- E.T. Simonds Construction Company of Carbondale: \$330,237.00
  - Scott Burge spoke with low-bidder E.T. Simonds (Alex Park) and they are comfortable with their submitted bid and are prepared to begin work upon receipt of contract.

After review of all submitted documents, ET Simonds' bid utilized prevailing wages and also included the services required to complete the scope of work outlined in the bidding documents.

Per the Project Manual for this project, the procurement timetable is as follows:

- June 28 - Pre-Bid Briefing
- July 6 - Bids Due
- September 30 - Desired Substantial Completion Date
- 2 Weeks after September 30 - Desired Completion Date

The College anticipates using Bond funds to finance the project.

**Recommendation:** I recommend the Board accept the bid from E.T. Simonds Construction Company, the lowest qualified bid, in the amount of \$330,237.00 and authorize the administration to work with Farnsworth Group and E.T. Simonds to execute the contract.



2211 West Bradley Avenue  
Champaign, Illinois 61821  
p 217.352.7408 f 217.352.7409

[www.f-w.com](http://www.f-w.com)

July 11, 2022

Mr. Chris Clark  
Vice President of Administrative Services  
Shawnee Community College  
8364 Shawnee College Road  
Ullin, IL 62992

Re: Ballpark Supplemental Road Bid Recommendation

Dear Mr. Clark:

The purpose of this memo is to provide you with a recommendation based upon the bids that were received for the Ballpark Supplemental Road project.

Shawnee Community College received bids on July 6, 2022 for the Ballpark Supplemental Road project. We had less than average interest in the project and received 1 bid. Attached is a bid tabulation sheet with the results of the bid opening for your reference.

I spoke with Samron Construction after the bids were submitted. They were present at the pre-bid meeting and I anticipated receiving a bid from them. They mentioned that they did not bid the project because of their current workload. They were concerned that they would not be able to complete the project in the specified timeframe.

The apparent low bidder at the time of the bid opening was E.T. Simonds Construction Company. I spoke to Alex Park, project manager after bids were collected. I have confirmed that they are comfortable with their submitted bid and are prepared to begin work upon receiving a contract. They have bid the project utilizing prevailing wages and have included the services required to complete the scope of work outlined in the bidding documents.

After review of all submitted documents, we found their bid in order and are recommending award to E.T. Simonds Construction Company for three hundred thirty thousand, two hundred thirty-seven dollars (\$330,237.00).

If the Board agrees with this recommendation, the next step is for the Board to approve the bid at their next Board meeting. If the Board approves the bid at the meeting, Farnsworth Group will then issue a Notice of Intent to Award a Construction Contract so that E.T. Simonds Construction Company so they can begin preparing the required bonding and insurance coverage. Farnsworth Group will then prepare

ENGINEERS | ARCHITECTS | SURVEYORS | SCIENTISTS

Farnsworth Group, Inc.  
July 11, 2022  
Page 2 of 2

a construction contract on behalf of Shawnee Community College and will submit to the College for review and approval. Once the College accepts the contract, it is sent to E.T. Simonds Construction Company for their review and approval. After the College and E.T. Simonds Construction Company agree to the contract and sign accordingly, the contract is fully executed, and construction can begin.

If you have any questions or require additional information, please do not hesitate to contact our office.

Sincerely,

FARNSWORTH GROUP, INC.

A handwritten signature in blue ink, appearing to read "Scott Burge". The signature is fluid and cursive, with a large initial "S" and "B".

Scott Burge, AIA, NCARB, LEED AP  
Architectural Manager



## Board Memorandum

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**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Chris Clark  
**RE:** Facility Condition Assessment Contractor  
**Date:** 08/01/22

**Background:** As noted in G408SB of the Strategic Plan, the College needs to “conduct a Facility Conditions Assessment (FCA).” The purpose of an FCA is to measure the condition and functionality of all the College’s buildings and infrastructure to determine suitability for intended academic and student support functions. According to the Association of Physical Plan Administrators (a best practice organization) the following are the specific purposes of an FCA:

- Verify accuracy and reliability of a space inventory
- Provide an inspection of all facilities identifying physical and functional deficiencies
- Assist in defining regular & preventive maintenance requirements
- Develop metrics for performance measures, e.g., Facilities Condition Index (FCI) and Facilities Quality Index (FQI).
- Define capital renewal and replacement projects to reduce deferred maintenance backlog
- Eliminate conditions that are either potentially damaging to property or present safety hazards
- Identify energy conservation and sustainability measures
- Inventory accessibility and disabled persons requirement
- Develop cost estimates and schedules to correct deficiencies and for capital renewal or replacement, and renovation or modernization projects.

After the FCA is complete, it is anticipated the College will use this information to develop a long-term facilities Master Plan. On Wednesday, July 20, the Facilities Team, along with Financial Consultant Brad McCormick, met to review proposals from the following organizations:

- Gordian
- Farnsworth Group
- ISES Corporation

Of the three proposals received, and based on the overall cost, two were chosen for evaluation:

- Gordian will be evaluated on Tuesday, July 26
- ISES will be evaluated on Wednesday, July 27

At that time of this communication, the process for evaluating proposals was not complete. However, VP Clark, Brad McCormick, and Facility Team Chair, Lindsay Johnson will provide information for each Trustee to review prior to the August 1 regular Board meeting. In addition, they will be available to answer any questions about the recommendation made.

**Recommendation:** A formal recommendation will be available on the evening of the regular Board meeting.

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**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Chris Clark  
**RE:** First American Master Lease  
**Date:** 08/01/22

**Background:** As a way to manage (and potentially lower the cost of) future capital equipment purchases and improve cash flow, the College evaluated the financial concept of capital leasing. A capital lease is an arrangement that is termed a “*lease*” but has many qualities of a purchase and is a tool used by many higher education institutions to alleviate budget pressures and plan for capital investment.

Some advantages of capital leasing include lowering capital equipment costs which are subject to inflationary increases, amortizing payments across multiple years decreases pressure on cash flow, and the interest rates for the tax-exempt lease structure are generally lower than bond interest rates. By entering into a tax-exempt leasing arrangement, the College could be in a stronger position to use future bond proceeds on critical facility/infrastructure investments as opposed to equipment.

As part of this evaluation, VP Clark and Brad McCormick worked with a company called First American, which is a subsidiary of City National Bank, to develop the attached proposal. As noted in the proposal, the lease amount is capped at \$200K through 12/31/22 and up to 1M can be made available through 06/30/24. The interest rate throughout the term of the lease is locked at 1.844%. (FYI, I sent a communication to all Trustees on 07/20 explaining why I signed the proposal... i.e. locking in the interest rate prior to expected prime interest rate increases.) Monthly payments are estimated between \$3,700 to \$18,500 depending on the amount financed.

At this point, the College would like to use this Capital leasing arrangement to purchase vehicles identified in the FY23 budget. Any future equipment leasing recommendations, due to the \$75K minimum on each lease, would be brought back to the Board for approval. In addition, as noted in the lease proposal, all future lease documents will be reviewed by Counsel (John Schneider) who must certify the lease as valid, binding, and enforceable.

Brad McCormick, VP Clark, and Matt Rankin (from First American) will provide a presentation and answer any questions you might have.

**Recommendation:** I recommend the Board approve the Master Lease from First American and authorize the administration to execute a lease arrangement for the four vehicles reflected in the FY23 budget.



# LEASE PROPOSAL

**Lessor** First American Equipment Finance, 211 High Point Drive, Victor, NY 14564  
**Lessee** Shawnee Community College, 8364 Shawnee College Road, Ullin, IL 62992

**Lease Pricing**

Capital Equipment Lease-Line		
	FY23	FY24
Lease-Line Amount	\$200,000.00	\$1,000,000.00
Lease Term	60 Months	60 Months
Lease Rate Factor	.01844	.01844
Monthly Payment	\$3,688.00	\$18,440.00
Lease Type	Tax-Exempt Lease Purchase	Tax-Exempt Lease Purchase
Payment Frequency	Monthly	Monthly
Rate Lock Period	Through December 31, 2022	Through June 30, 2024

**Lease-Line Flexibility** Shawnee Community College will make proportional payments based on the amount drawn under the lease-line. Payments are calculated using the following formula: [Schedule Amount]\*[Lease Rate Factor]=[Monthly Payment]. There are no penalties for underutilization.

**Term and Payments** Each lease will begin on the day you accept the equipment. Payments will be due monthly, in advance.

**Board Contingency** All terms related to this proposal shall be contingent on Lessee obtaining final approval by August 2<sup>nd</sup>, 2022. *In the event approval is not obtained, you shall have no obligation under the terms of this proposal.*

**Fees** None

**Tax-Exempt Lease** At the end of the lease you will own the equipment. The terms of the lease will be evidenced by documents usual and customary for a Tax-Exempt Lease Purchase, including an IRS 8038-G form. The lease documents must be acceptable to you and your counsel, who will provide an opinion that the lease is valid, binding, and enforceable.

**Rate Lock** Your lease rate will be locked per the table above ("Rate Lock Period") and will be adjusted based on the Index Rate as of the date the lock is requested (anticipated no later than August 2<sup>nd</sup>). Your lease rate will then be fixed for the duration of the lease term.

Your lease rate is based on the five (5) year swap of 3.09% as of July 18<sup>th</sup>, 2022 (referred to as the Index Rate). If the start of your lease is delayed beyond the rate lock period, your monthly lease rate factor will be adjusted by 0.000044 for every 10 bps change in the Index Rate.

**FA | Experience** You will have access and visibility into all aspects of your equipment leases and project financing through FA | Experience – the digital hub that expedites the funding process, puts you in control, and manages all information related to your account.

**Minimum Schedule Size** Your lease rate requires a minimum of \$75,000.00 of equipment on each lease, and your lease rate may be adjusted for Schedules less than that.

**Concierge Service** Your dedicated Project Manager will manage every step of your lease:

- ✓ Project communication
- ✓ Lease documentation
- ✓ Vendor payment
- ✓ Lease invoicing



# LEASE PROPOSAL

**Deposit** An amount equal to one monthly payment will be due to First American upon receiving final board approval to secure the rate lock. This deposit is refundable for any portion of the equipment cost that First American does not approve. If you later elect to not enter into the lease for any reason, the deposit will be deemed earned in full. Otherwise, the deposit will be credited to the first payment due under the lease.

**Additional Terms** Each lease schedule will be a net lease, and you will be responsible for all expenses relating to the equipment and the transaction, including maintenance, insurance, sales, use and personal property taxes, and other expenses relating to the purchase, possession, lease, and use of the equipment.

You authorize First American to file and record financing statements regarding this transaction and take a first priority security interest in the equipment and deposits. You will be responsible for any purchase orders issued by First American on your behalf.

The terms and conditions of this proposal, except for the provisions concerning security interests and the good faith deposit, will be superseded by the final documentation for each lease schedule. This proposal is not a commitment. First American will only provide lease financing upon the satisfactory completion of its due diligence and mutually acceptable documentation.

First American welcomes the opportunity to serve your organization. This proposal expires on August 2<sup>nd</sup>, 2022. To accept, please sign below and send an electronic copy to First American.

**Offered by:**  
First American Equipment Finance

**Accepted by:**  
Shawnee Community College

*Matthew J. Rankin*

Matthew Rankin  
Vice President  
July 19, 2022

By *Timothy L. Taylor*  
Name..... Dr. Timothy L. Taylor  
Title..... President  
Date..... 07/20/22

CONFIDENTIAL - intended solely for the named parties and further disclosure of this communication is prohibited.

## Board Memorandum

**Board of Trustees**

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**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Chris Clark  
**RE:** Treasurers Bond  
**Date:** 08/01/22

**Background:** According to 110 ILCS 805/7-26 of the Illinois Community College Act, *“the community college treasurer shall, before receiving any of such money, execute a surety bond with a surety company authorized to do business in this State conditioned upon the faithful discharge of his duties.”* Further, the ICCB, in its Fiscal Management Manual, clarifies, *“each community college treasurer must be bonded. A copy of each bond must be filed with the county clerk(s) and the ICCB.”* The completed form, utilizing ICCB’s suggested statutory language for Community College Treasurer’s Bond, follows.

The Board approved the Treasurers Bond for Interim CFO, Brandy Woods, back in December. However, since Chris Clark was appointed to the position permanently, we need to update the bond accordingly.

**Recommendation:** I recommend the Board approve the College’s Treasurer’s Bond as presented.

Illinois Community College Board

COMMUNITY COLLEGE TREASURER'S BOND

Community College District Name: Shawnee Community College Dist. No. 531

County(ies) of Alexander, Massac, Pulaski, Union, Johnson and Jackson

Know All Men by These Present: That we, Travelers Casualty/American Motors/CC Services are held and firmly bound, jointly and severally, unto the Board of Community College District No. 531, County(ies) of Alexander, Massac, Pulaski, Union, Johnson and Jackson, and State of Illinois in the penal sum of see below dollars, for the payment of which we bind ourselves, our heirs, executors and administrators firmly by these presents.

In witness whereof we have hereunto set our hands and seals this 1<sup>st</sup> day of August, 2022. The condition of this obligation is such that if Chris Clark, treasurer in the district aforesaid, faithfully discharges the duties of her office, according to law, and shall deliver to her successor in office, after that successor has qualified by giving bond as provided by law, all monies, books, papers, securities and property, which shall come into her/his hands or control, as such treasurer, from the date of his bond up to the time that his successor has qualified as treasurer, by giving such bond as is required by law, then this obligation to be void; otherwise to remain in full force and virtue.

Signed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved and accepted by the Board of Community College District No. 531 County(ies) of Alexander, Massac, Pulaski, Union, Johnson and Jackson, and State of Illinois.

By \_\_\_\_\_, Chairman \_\_\_\_\_, Secretary

General Fund            \$6,900,000        107584497        yearly bond        Exp. 01/01/2023

**Board Memorandum**



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**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Chris Clark  
**RE:** Athletic Insurance Renewal  
**Date:** 08/01/22

**Background:** The College worked with Bushue Human Resources (HR), Inc. to complete the renewal process for FY2023 Athletic Insurance. The attached letter from Bushue HR, Inc. outlines their recommendation.

Highlights include:

- Liberty Mutual Accident exited the Accident & Health Market.
- Ramza Insurance Group obtained an alternate Catastrophic Student Athlete quote through Zurich.

The lowest proposal presented with the same coverage Limits and Deductibles Per Occurrence is through Zurich for the Blanket Student Athlete Coverage and Catastrophic Student Athlete coverage.

- FY22 coverage totaled \$40,776.00
- FY23 proposed coverage totals \$39,928.00

If approved, the premium will reflect a savings in the amount of \$848, which is 2.08% less than that of the expiring coverage.

**Recommendation:** I recommend the Board approve the proposal of \$34,495.00 with Insurance Benefits Services Group in Mounds, IL as the agent and Zurich as the insurance carrier for general athletic insurance. I also recommend the Board approve the proposal of \$5,433.00 with Ramza Insurance Group as the agent and Zurich as the insurance carrier for catastrophic athletic insurance.



Bushue HR, Inc.  
P.O. Box 89  
Effingham, IL 62401

Phone: (217) 342-3046  
Fax: (217) 342-5673  
Email: [info@bushuehr.com](mailto:info@bushuehr.com)

July 13, 2022

Shawnee Community College District #531  
8364 Shawnee College Road  
Ullin, IL 62992  
Attention: Mr. Chris Clark

Dear Mr. Clark,

**RE: BLANKET AND CATASTROPHIC STUDENT ATHLETE**

The attached summary illustrates the expiring and renewal coverages with the current insurance carriers, Zurich through Insurance Benefit Services Group from Mounds, IL and Liberty Mutual Accident through Ramza Insurance Group from Streator, IL.

Liberty Mutual Accident exited the Accident & Health market. Therefore, a Catastrophic Student Athlete renewal quote was not provided. Ramza Insurance Group obtained an alternate Catastrophic Student Athlete quote through Zurich for the 2022-2023 term.

After reviewing and considering the options provided, the lowest proposal presented with the same coverage Limits and Deductibles Per Occurrence is through Zurich for the Blanket Student Athlete coverage and Catastrophic Student Athlete coverage. If the College were to approve this proposal, the premium will reflect a savings in the amount of \$848, which is 2.08% less than the expiring.

We appreciate the opportunity to serve the College. If you have any questions, please feel free to contact our office.

Respectfully,

A handwritten signature in black ink, appearing to read "Travis J. Bushue".

Travis J. Bushue  
President, Bushue HR, Inc.

KND

An Outsourced Risk Management Company Focusing on Human Resources, Insurance, Background Screening and Fingerprinting

**Shawnee Community College District #531 - Renewal Date: 08/15/2022****Totals**

<b>Insurance Agency Name</b>	<b>Insurance Benefit Services Group / Ramza Insurance Group</b>	<b>Insurance Benefit Services Group / Ramza Insurance Group</b>
<b>Insurance Carrier Name</b>	<b>Zurich / Liberty Mutual Accident</b>	<b>Zurich</b>
<b>Coverage</b>	<b>Current</b>	<b>Alternate Proposal</b>
<b>Blanket Student Athlete</b>	34,495.00	34,495.00
<b>Catastrophic Student Athlete</b>	6,281.00	5,433.00
<b>Total Premium</b>	\$40,776.00	\$39,928.00
<b>Savings</b>		848.00
<b>Percentage of Increase</b>		-2.08%

**Note:****Liberty Mutual Accident**

Liberty Mutual Accident exited the Accident and Health market. Therefore, a renewal quote was not provided.

These Proposal worksheets were provided and prepared as a services to Shawnee Community College District #531. These worksheets or excerpts thereof contain information that (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE, OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of Shawnee Community College District #531. You are hereby notified that using, copying, or distributing any part of these proposal worksheets is strictly prohibited. Copyright 2022 Bushue HR, Inc.

For your review, we have prepared an illustrative summary which provides a brief outline of coverages provided.

This summary is for illustrative purposes only, and does not provide a comprehensive overview of your complete policies, please refer to your complete policy for review of all endorsements, limitations, and exclusions. If you feel that any of these coverages or limits are not correct, inadequate, please let us know.

**Shawnee Community College District #531 - Renewal Date: 08/15/2022  
Catastrophic Student Athlete Renewal Form**

Insurance Agency Name	Ramza Insurance Group	Ramza Insurance Group	Ramza Insurance Group	Ramza Insurance Group	Ramza Insurance Group	Ramza Insurance Group	Ramza Insurance Group
Insurance Carrier Name	Liberty Mutual Accident	Zurich	Zurich	Zurich	Zurich	Zurich	Zurich
Catastrophic Student Athlete	Current	Alternate Proposal					
Medical Maximum Per Accident	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Deductible Per Occurrence	25,000	25,000	35,000	50,000	25,000	35,000	50,000
Benefit Period	Ten (10) Years	Ten (10) Years	Ten (10) Years	Ten (10) Years	Lifetime	Lifetime	Lifetime
<b>Total Catastrophic Student Athlete Premium</b>	<b>\$6,281.00</b>	<b>\$5,433.00</b>	<b>\$4,618.00</b>	<b>\$3,532.00</b>	<b>\$6,520.00</b>	<b>\$5,542.00</b>	<b>\$4,239.00</b>

Is this Insurance Primary?	No						
Is the Student Athlete Insurance School Time Coverage Only?	Yes						
<i>If no, please explain the coverage time.</i>	N/A						
<i>If School Time Coverage Only, please define School Time.</i>	Baseball, Softball, Basketball, & Volleyball Only						
Does this Insurance cover Student Athletes for Football?	No						
Does this Insurance cover Summer Sports Activities?	Yes						
Does this Insurance cover Student Athletes for activities that start before the actual School year begins?	Yes						

**Note:**

**Liberty Mutual Accident**

Liberty Mutual Accident exited the Accident and Health market. Therefore, a renewal quote was not provided.

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**ZEVITZ STUDENT ACCIDENT  
INSURANCE SERVICES, INC.**  
(Formerly Zevitz, Redfield & Associates, Inc)  
Neil H. Zevitz, R.H.U  
2022-23 Renewal Proposal of Insurance  
Shawnee Community College  
Collegiate Sports Catastrophic Insurance

**Shawnee Community College District #531**  
8364 Shawnee College Road  
Ullin, IL 62992

Renewal Policy Effective: August 15, 2022 – August 15, 2023  
Insurance Carrier: Zurich

**Catastrophic Accident Medical Benefit Options:**

	Option 1	Option 2	Option 3	Option 4	Option 5	Option 6
<b>Accident Medical Expense Maximum</b>	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000
<b>Deductible</b>	\$25,000	\$35,000	\$50,000	\$25,000	\$35,000	\$50,000
<b>Benefit Period</b>	10 Year	10 Year	10 Year	Lifetime	Lifetime	Lifetime
<b>AD&amp;D</b>	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
<b>Coverage</b>	Full Excess					
<b>Premium</b>	<b>\$5,433.00</b>	<b>\$4,618.00</b>	<b>\$3,532.00</b>	<b>\$6,520.00</b>	<b>\$5,542.00</b>	<b>\$4,239.00</b>

**Activities Covered**

Men’s Intercollegiate Sports to be Covered: Baseball and Basketball  
Women’s Intercollegiate Sports to be Covered: Basketball, Softball and Volleyball

To renew coverage for the 2022-23 policy term please send letter requesting bind.

I understand and agree that if this form is accepted by the company, coverage will begin on the date of acceptance or on the date requested, whichever is later, subject to payment of the required premium. I hereby advise that the participant numbers have not changed. Premium is Fully Earned and Non-Refundable.

Option Binding:  Option 1     Option 2     Option 3     Option 4     Option 5     Option 6

*The above information is correct to the best of my knowledge.*

\_\_\_\_\_  
**Authorized Signature of Policyholder**  
\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Name (printed)**  
\_\_\_\_\_  
**Date**

# Client Authorization to Bind Coverage

After careful consideration of First Agency's (Gallagher) proposal dated June, 2022, we accept the following coverage(s). Please check the desired coverage(s) and note any coverage amendments below:

Effective Dates: 8/15/22 – 8/15/23	LINE OF COVERAGE	PREMIUM	CARRIER
<input checked="" type="checkbox"/> Accept <input type="checkbox"/> Reject	Base Accident	\$34,495	Zurich American Insurance Co.
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Catastrophic Accident (10 Yr. Benefit Period)	\$5,433	Zurich American Insurance Co.
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Catastrophic Accident (Lifetime Benefits)	\$6,520	Zurich American Insurance Co.

Do you have other coverage considerations?

Yes  No

The above coverage may not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those addressed in the coverage considerations included in this proposal, please list below:

Producer/ Insured Coverage Amendments and Notes:

Thank you for giving First Agency the opportunity to provide this proposal. This proposal is valid for 90 days from the quote date indicated above or your effective date, whichever comes first.

Authorization to Bind Coverage:

By signing this proposal I confirm that I understand the coverage as outlined in this proposal and accept these terms. I am authorized to bind this coverage on behalf of this organization.

**SHAWNEE COMMUNITY COLLEGE**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Board Memorandum

**Board of Trustees**

James Darden  
 Steve Heisner  
 Michael McMahan  
 April Moore  
 Deborah Shelton-Yates  
 John Windings  
 Andrea Witthoft

**Student Trustee**

Riley Scarbrough

**President**

Dr. Tim Taylor

**Vice Presidents**

Darci Cather  
 Chris Clark  
 Dr. Lisa Price

**Executive Directors**

Emily Forthman  
 Kevin Hunsperger  
 Dr. April Teske  
 Dr. Jeffrey Dufour

**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Dr. Tim Taylor  
**RE:** K-12 School Board Visits  
**Date:** 08/01/22

**Background:** Last year, as part of the College's Strategic Plan initiative (G1O3SH), individual Trustees visited all K-12 Board's within the College's service area. The purpose of the visits was to create open communication and goodwill between the institutions. The visits were well received and highly praised throughout the community. At this point, if the Board wishes to continue this initiative, it would be appropriate for each Trustee to declare their intent and allow my office to coordinate the details of the visit.

**Recommendation:** I recommend the Board declare intent to continue visiting K-12 school Boards throughout FY23 and provide an opportunity for individual Trustees to select a particular K-12 District of their interest.

<p><b>Scheduled/ James Darden</b>  <b>Joppa School District</b>  Dr. Vickie Artman, Superintendent  PO Box 10  Joppa IL 62953  4<sup>th</sup> Monday/6pm/library</p>	<p><b>Century School District/Steve Heisner</b>  Landon Sommer, Superintendent  4721 Shawnee College Rd  Ullin IL 62992  3<sup>rd</sup> Monday/6pm</p>	<p><b>Dongola School District/Steve Heisner</b>  Dr. Paige Maginel, Superintendent  1000 High St  Dongola IL 62926  4<sup>th</sup> Tuesday/6:30pm</p>
<p><b>Meridian School District/John Windings</b>  Jonathan Green, Superintendent  1401 Mounds Rd  Mounds IL 62964  1<sup>st</sup> Tuesday/6pm</p>	<p><b>Cobden School District/Deborah Shelton-Yates</b>  Edwin Shoemate, Superintendent  413 N Appleknocker St  Cobden IL 62920  4<sup>th</sup> Monday/6pm</p>	<p><b>Massac County School District/John Windings</b>  Jason Hayes, Superintendent  PO Box 530  Metropolis IL 62960-0530  4<sup>th</sup> Monday/6:30pm</p>
<p><b>Shawnee School District/Steve Heisner</b>  Shelly Clover-Hill, Superintendent  3365 State Hwy 3 N  Wolf Lake IL 62998  3<sup>rd</sup> Tuesday/7pm</p>	<p><b>Egyptian School District/Steve Heisner</b>  Brad Misner, Superintendent  20023 Diswood Rd  Tamms IL 62988  4<sup>th</sup> Monday/6pm</p>	<p><b>Scheduled/James Darden</b>  <b>Goreville School District</b>  Dr. Steve Webb, Superintendent  201 S Ferne Clyffe Rd  Goreville IL 62939  3<sup>rd</sup> Monday/5pm</p>
<p><b>Cairo School District/John Windings</b>  Dr. Patrick Rice, Superintendent  4201 Sycamore St  Cairo IL 62914  3<sup>rd</sup> Thursday/6pm</p>	<p><b>Anna Jonesboro CHS District</b>  <b>Deborah Shelton-Yates</b>  Rob Wright, Superintendent  608 S Main St  Anna IL 62906  3<sup>rd</sup> Monday/6pm</p>	<p><b>Vienna School District/Deborah Shelton-Yates</b>  Joshua Stafford, Superintendent  601 N 1<sup>st</sup> St  Vienna IL 62995  3<sup>rd</sup> Monday/6:30pm</p>

**Goal 1 Identify and Develop Programs that Meet the Educational Needs of Our Community and Region.**  
**Objective 3) Strengthen partnerships with local business leaders and community stakeholders.**

<b>Strategy (H):</b> Strengthen College presence with Local K-12 School Boards.					
<b>Output/Outcome:</b> K-12 Board Engagement report.					
<b>Target(s):</b> Complete annual K-12 Engagement Report with outcomes to update Strategic Plan.					
<b>Responsibility</b>	<b>Measures</b>	<b>Timeframe</b>	<b>Resources</b>	<b>New Credit Hours</b>	
President	1A, 1B, 1C, 2A, 2B, 2C, 2D, 2E, 2F, 2G	Annually	Employees	None	
<b>HLC Criterion:</b> _1B, 5C					
<b>Potential Deliverables:</b> Talking points speech developed for SCC Trustees to use while interacting with K-12 Trustees. Form that easily allows Trustees to report outcomes of attendance. Schedule for Trustees to attend K-12 meetings. Invitations sent for K-12 Trustees and Superintendents to attend SCC Board meetings.					
<b>Critical Issues to Address:</b>					
<b>Barriers to Success:</b>					
<b>Results:</b> As of 9/20/21 Update: Massac County Board of Education- July 26 <sup>th</sup> ; Goreville Board of Education- August 23 <sup>rd</sup>  As of 3/14/22 Update: All School SCC service area high school board meetings have been attended at least once by Dr. Talyor and SCC BoT members; Egyptian is scheduled March 2022.					
<b>Recommendations:</b> 3/2022: Rewrite these strategies to reflect political organizations, economic development organizations, community organizations, and education institutions. Engage senior-level, mid-level, and front-line managers/supervisors in these activities.					
<b>Status</b>	<b>New</b>	✓ <b>Continue</b>	<b>Modify</b>	<b>Complete</b>	<b>Delete</b>

## Board Memorandum



### Board of Trustees

James Darden  
Steve Heisner  
Michael McMahan  
April Moore  
Deborah Shelton-Yates  
John Windings  
Andrea Witthoft

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Riley Scarbrough

### President

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### Vice Presidents

Darci Cather  
Chris Clark  
Dr. Lisa Price

### Executive Directors

Emily Forthman  
Kevin Hunsperger  
Dr. April Teske  
Dr. Jeffrey Dufour

**To:** Board of Trustees  
**From:** Dr. Tim Taylor  
**Recommending Staff:** Dr. Tim Taylor  
**RE:** Community Education Programming (B1007) Policy Review  
**Date:** 08/01/22

**Background:** As noted previously, the Board Policy on Community Education Programming is to be evaluated by the Board during the month of August at the regular Board meeting. To facilitate the Board analysis of the College's progress on this strategic outcome, the Community Education Monitoring Report (presented by Lindsay Johnson) was presented.

At this time, it would be appropriate for the Board to make any adjustments to the policy to clarify future expectations of College performance. For convenience, the administration has included some recommended language for consideration, which is highlighted in the attached draft policy.

**Recommendation:** I recommend the Board review Board Policy B1007 on Community Education Programming and make changes as necessary.



# Policy

**Policy Title:** Community Education Programming

**Number:**B1007

**Policy Type:** Board - Strategic Outcomes

**Responsible:** President

**Related Policies:** [B1002](#)

**Linked Procedures:** None

**Related Laws:** None

**Related Standards:** None

**HLC Criterion:** 2B2, 3A, 3B, 4A, 4B, 4C, 5A2, 5B4, 5C

## **Policy Statement**

As identified in the College purpose statement, community education programming is an essential service that contributes to the personal interest, growth, and enrichment of community members.

Students receive value by engaging in the College's community education courses, seminars, camps, and programs (i.e. community education programming) designed to help them fully develop their natural abilities by gaining knowledge and skill on topics of personal interest. By completing these lifelong learning activities, students potentially: enrich their lives, increase their personal satisfaction, gain a sense of self-fulfillment, adapt to change, increase their wisdom, and strike a balance between work and life. Further, students benefit from community education programming that enables them to continuously pursue and sustain their passion in ways that lead to feelings of social inclusion and demonstrations of active citizenship through active and meaningful contributions to society. Students receive greater value when their passions for community education programming can be linked to their professional interests or work life.

To achieve these benefits, the Board directs the President to establish, deliver, and continuously improve community education programming.

### **Key Monitoring Activities:**

As it relates to the key performance areas noted in the *Monitoring College Effectiveness* policy, the Board is interested in community need, student interest, enrollment, and fiscal stewardship.

The measures and indicators suggested below are advisory in nature and are intended to provide the President with a broad range of ideas as to what the Board might find helpful as it monitors the College's progress on the key performance areas for this Strategic Outcome. The President, at his/her discretion, can modify the measures and indicators as needed.

## Key Monitoring Activities: [CONTINUED]

Specific measures for **community need** may include data that illustrates how civic development and engagement needs are being met. Potential indicators might include the number of community education courses (or programs) offered; the number of unique community education courses offered (i.e. those courses not offered by other community education providers throughout the district); and, the number of courses offered in partnership with other community education providers throughout the district.

Specific measures for **student interest** may include data that illustrates student course preference and increasing course (or program) flexibility. Potential indicators might identify the number of community education courses (or programs) delivered (made), the number of courses offering multiple delivery methods, and the percentage of students participating in alternative delivery courses.

Specific measures for **enrollment** may include data that reflects headcount of students taking community education courses and market penetration. Data aggregated by student demographic profiles is appropriate. Potential indicators might identify the number of students who participate in community education courses and programs; the number of people who take more than one community education course in a fiscal year; the number of people who demonstrate a sustained enrollment pattern in community education courses; the number of people (i.e. referrals) who take community education courses at partner community education providers; and, the percentage of district residents taking community education courses in a fiscal year.

Specific measures for **fiscal stewardship** may include data that demonstrates sustainability of community education courses and programs. Potential indicators might reflect the revenue generated, costs incurred, and margins realized by community education courses and programs.

**Change Log**

<b>Date of Change</b>	<b>Description of Change</b>	<b>Governance Unit</b>
03-07-22	Initial Adoption	Board of Trustees



# Policy

**Policy Title:** Community Education Programming **DRAFT REVISION** **Number:**B1007  
**Policy Type:** Board - Strategic Outcomes  
**Responsible:** President  
**Related Policies:** [B1002](#)  
**Linked Procedures:** None  
**Related Laws:** None  
**Related Standards:** None  
**HLC Criterion:** 2B2, 3A, 3B, 4A, 4B, 4C, 5A2, 5B4, 5C

## **Policy Statement**

As identified in the College purpose statement, community education programming is an essential service that contributes to the personal interest, growth, and enrichment of community members.

Students receive value by engaging in the College's community education courses, seminars, camps, and programs (i.e. community education programming) designed to help them fully develop their natural abilities by gaining knowledge and skill on topics of personal interest. By completing these lifelong learning activities, students potentially: enrich their lives, increase their personal satisfaction, gain a sense of self-fulfillment, adapt to change, increase their wisdom, and strike a balance between work and life. Further, students benefit from community education programming that enables them to continuously pursue and sustain their passion in ways that lead to feelings of social inclusion and demonstrations of active citizenship through active and meaningful contributions to society. Students receive greater value when their passions for community education programming can be linked to their professional interests or work life.

To achieve these benefits, the Board directs the President to establish, deliver, and continuously improve community education programming.

### Key Monitoring Activities:

As it relates to the key performance areas noted in the *Monitoring College Effectiveness* policy, the Board is interested in community need, student interest, enrollment, fiscal stewardship **and deployment.**

The measures and indicators suggested below are advisory in nature and are intended to provide the President with a broad range of ideas as to what the Board might find helpful as it monitors the College's progress on the key performance areas for this Strategic Outcome. The President, at his/her discretion, can modify the measures and indicators as needed.

Key Monitoring Activities: [CONTINUED]

Specific measures for **community need** may include data that illustrates how civic development and engagement needs are being met. Potential indicators might include the number of community education courses (or programs) offered; the number of unique community education courses offered (i.e. those courses not offered by other community education providers throughout the district); and, the number of courses offered in partnership with other community education providers throughout the district.

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Specific measures for **fiscal stewardship** may include data that demonstrates sustainability of community education courses and programs. Potential indicators might reflect the revenue generated, costs incurred, and margins realized by community education courses and programs.

Specific measures for **deployment** may include data in the measures of curriculum management and scheduling effectiveness, including breadth of courses, percentage of courses offered in multiple timeframes/formats, number of students who access courses from off-campus locations, the average number of sections per course, average enrollment per course, and average enrollment per section.

**Change Log**

Date of Change	Description of Change	Governance Unit
03-07-22	Initial Adoption	Board of Trustees
08-01-22		