

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

**IECC Board of Trustees Meeting**

**Tuesday, April 22, 2025**



**Location:**

**Wabash Valley College- WVC Cafeteria  
2200 College Drive  
Mt. Carmel, IL 62863**

**Dinner – 5:30 p.m.  
Meeting – 6:15 p.m.**

*The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.*

**Illinois Eastern Community Colleges  
Board Agenda**

**Tuesday, April 22, 2025**

**6:15 p.m.**

**Wabash Valley College- WVC Cafeteria**

**2200 College Drive**

**Mt. Carmel, IL 62863**

1. Call to Order & Roll Call Chairman Carter
2. Welcome from the Chair Chairman Carter
3. Recognition of Visitors and Guests President Fowler
  - A. Visitors and Guests
  - B. IECCEA Representative
4. Public Comments
5. Reports
  - A. Trustees
    - i. Recognition of Trustee John Brooks
  - B. Chancellor
    - i. Recognition of Chief Information Officer  
Alex Cline
6. Resolution of Results of April 1,  
2025 Election Chancellor Gower 7
7. Adjournment of Board- Sine Die Chancellor Gower

8.	Organization of New Board	Chancellor Gower	
A.	Appointment of Temporary Secretary		
B.	Oath of Office and Seating of Student Trustee and Trustees Elected April 1, 2025		
C.	Roll Call		
D.	Election of Chairman		
E.	Election of Vice-Chairman		
F.	Election of Secretary Pro Tempore		
G.	Resolution for Adoption of Rules, Regulations, and Actions of Prior Boards		8
H.	Resolution for Time and Place of Board Meetings		9
9.	Appointment of Positions	Board Chair	
A.	Appointment of Board Secretary		
B.	Appointment of District Treasurer		
C.	Appointment of Ethics Officer		
10.	Approval of Consent Agenda	Chancellor Gower	
A.	Disposition of Minutes		10
B.	Affiliation Agreements		16

i.	Haven of Bridgeport		17
C.	Revised 2025 Board of Trustees Meeting Schedule		21
11.	Action on Items Removed from Consent Agenda	Chancellor Gower	
12.	Policy First Reading (and Possible Approval)	Chancellor Gower	
A.	Policy 200.2 Appropriate Use of IT	Chancellor Gower	23
13.	Policy Second Reading	Chancellor Gower	
14.	Staff Recommendations for Approval		
A.	<i>Resolution setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds in a principal amount not to exceed \$8,000,000 for the purpose of paying claims against the District, and directing that notice of such intention be published as provided by law.</i>	Mr. Hawkins	32
B.	<i>Resolution expressing official intent regarding certain expenditures to be reimbursed from proceeds of an obligation to be issued by the District.</i>	Mr. Hawkins	57

C.	Capital Project Budget Amendment Recommendation	Chancellor Gower	64
15.	Bid Committee Report	Chancellor Gower	
A.	None.		
16.	District Finance	Mr. Hawkins	
A.	Financial Report		68
B.	Approval of Financial Obligations		
17.	Executive Session	Chancellor Gower	
A.	2(c)(1) Employment/Appointment Matters		
B.	2(c)(2) Collective Negotiating Matters		
C.	2(c)(12) Litigation		
18.	Approval of Executive Session Minutes	Chancellor Gower	
19.	Approval of Personnel Report	Mrs. McDowell	77
20.	Collective Bargaining	Chancellor Gower	
A.	Approval of Three-Year Collective Bargaining Agreement with Bargaining Unit Faculty		80
B.	Approval of the Joint Faculty Evaluation Committee Memorandum of Agreement		82

C. Approval of Distance  
Learning Education  
Memorandum of Agreement

87

21. Litigation

Chancellor Gower

22. Other Items

23. Adjournment

**RESOLUTION DECLARING ELECTION RESULTS**

The Board of Trustees of Illinois Eastern Community College District #529 hereby states that:

WHEREAS on April 1, 2025, an election was held for the purpose of electing three members to the Board of Trustees in the counties or portions of counties within Illinois Eastern Community College District #529, namely the counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne, and White, and;

WHEREAS Amanda Troyer, Richland County Clerk and Recorder, is the Election Authority for Illinois Eastern Community College District #529, and will certify the official election results and will provide a tabulation of the votes cast in the various counties and precincts within Illinois Eastern Community College District #529 at the election held on April 1, and;

WHEREAS Amanda Troyer, in her tabulation of votes cast will include all available valid and counted election day ballots, absentee ballots, early voting ballots, grace period ballots, and provisional ballots, and;

WHEREAS Amanda Troyer will certify that the following votes were tabulated for a full six year term:

Susan Batchelor	6,616
John McLaughlin	6,093
John Brooks	5,501

and;

WHEREAS Amanda Troyer will certify that the following votes were tabulated for the remaining 2 years of a 6 year term:

Roger Browning	10,282
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WHEREAS Amanda Troyer will certify that Susan Batchelor and John McLaughlin were elected as trustees to serve a full term and;

WHEREAS Amanda Troyer will certify that Roger Browning was elected as trustee to serve the remaining 2 years of a six year term and;

THEREFORE the Board of Trustees of Community College District #529 hereby accepts the official results of the April 1, 2025 election as provided by the County Clerks of District #529, and further declares that Susan Batchelor and John McLaughlin were duly elected to serve full terms as trustees and that Roger Browning was duly elected to serve the remaining 2 years of a full term as trustee.

ADOPTED THIS 22<sup>nd</sup> Day of April, 2025.

\_\_\_\_\_  
Chairman, Board of Trustees  
Illinois Eastern Community Colleges

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees  
Illinois Eastern Community Colleges

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community College District No. 529, State of Illinois, that all rules, regulations, policies, and actions of prior Boards of Trustees of this community college district are hereby adopted in full, including any changes and revisions.

Procedures: The Board agrees to follow past practices and procedures. The Secretary shall rotate the order of calling upon Board members to cast votes on each roll call vote. Explanation of votes is not allowed during the taking of a roll call vote. *Roberts Rules of Order* will be followed for general procedural guidelines, but will not be adopted. When voice votes are taken, any trustee may ask for a roll call vote on that issue.

ADOPTED THIS 22<sup>nd</sup> Day of April, 2025.

\_\_\_\_\_  
Chairman, Board of Trustees  
Illinois Eastern Community Colleges

ATTEST: \_\_\_\_\_  
Secretary, Board of Trustees  
Illinois Eastern Community Colleges

## **RESOLUTION**

Resolved, that the Board of Trustees regular monthly meetings shall be held as follows during the calendar year 2025:

Tuesday, May 27, 2025, 6:15 p.m., Frontier Community College

Tuesday, June 17, 2025, 6:15 p.m., Lincoln Trail College

Tuesday, July 15, 2025, 6:15 p.m., Olney Central College

Tuesday, August 19, 2025, 6:15 p.m., Wabash Valley College

Tuesday, September 16, 2025, 6:15 p.m., Frontier Community College

Tuesday, October 21, 2025, 6:15 p.m., Lincoln Trail College

Tuesday, November 18, 2025, 6:15 p.m., Olney Central College

Tuesday, December 9, 2025, 6:15 p.m., Wabash Valley College

04/2025

1. Call to Order & Roll Call – Vice Chair Brenda Culver called the meeting to order at 6:15 p.m. and directed Board Secretary Sonja Wease to call the roll.

Susan Batchelor:	Present
John Brooks:	Present
Roger Browning:	Absent (present via TEAMS, non-voting)
Gary Carter:	Absent (present via TEAMS, non-voting)
Brenda Culver:	Present
Jan Ridgely:	Present
Barbara Shimer:	Present
Jorri VanDyke (Student Trustee):	Present

Present: 5, Absent: 2.

2. Welcome from the Chair

3. Recognition of Visitors and Guests

3.A. Visitors and Guests - Amy Tarr, Sydney Scherer, Courtney Crawford, Lisa Rauch, Lisa Hustad, and Nixie Hnetkovsky

3.B. IECCEA Representative – Nixie Hnetkovsky thanked Dr. Gower, Andrea McDowell, and Ryan Hawkins for the meetings held the end of February. The Association and Administration have established a tentative agreement and the Association will meet on Monday, March 24<sup>th</sup> to vote on the agreement.

4. Public Comments - None

5. Reports

5.A. Trustees

5.A.i. Recognition of Student Trustee Jorri VanDyke – The Board recognized Student Trustee Jorri VanDyke for her service to the Board of Trustees and the IECC district. Ms. VanDyke is a student at Olney Central College. The next student trustee, Mireya Rose, is a students at Wabash Valley College and will be seated during the April 2025 Board of Trustees meeting at Wabash Valley College.

5.B. Chancellor – Dr. Gower echoed Nixie Hnetkovsky’s comments and stated that it was good to find common ground. No additional information was added to his previously sent report.

5.C. Presidents & Divisions – Reports were presented by the Presidents & Vice Chancellors of each division.

## 6. Approval of Consent Agenda

Motion to approve consent agenda as presented. This motion, made by Susan Batchelor and seconded by Jan Ridgely, Carried.

Roger Browning: Absent, Gary Carter: Absent, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea  
Yea: 5, Nay: 0, Absent: 2

6.A. Disposition of Minutes – Open meeting minutes as prepared for the regular meeting held on February 18, 2025 and special meeting held on February 27, 2025 were presented for approval. **Document Registry 25-03-01**

6.B. Policy 500.28 Hazing – The Board waived a second reading and approved revisions made to comply with the Stop Campus Hazing Act signed into law on December 23, 2024.

**Document Registry 25-03-02**

6.C. Affiliation Agreement – Chancellor Gower recommended approval of the non-standard clinical affiliation agreement with Confluent Health, LLC. **Document Registry 25-03-03**

## 7. Action on Items Removed from Consent Agenda - None

## 8. Policy First Reading (and Possible Approval) - None

## 9. Policy Second Reading - None

## 10. Staff Recommendations for Approval

### 10.A. Diploma Replacement Fee

Motion to approve a change in the district catalog from Second Diploma Charge Fee to "Cost Recovery Fees" effective Fall 2025 to ensure IECC is recovering the actual expenses of printing the second diploma. This motion, made by Barbara Shimer and seconded by Jan Ridgely, Carried.

Roger Browning: Absent, Gary Carter: Absent, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea

Yea: 5, Nay: 0, Absent: 2

## 11. Bid Committee Report

Motion to approve the acceptance of the bid from WorldStrides Travel for a total of \$85,920 for the TRIO Upward Bound Education Trip 2025. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

Roger Browning: Absent, Gary Carter: Absent, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea  
Yea: 5, Nay: 0, Absent: 2

## 12. District Finance

### 12.A. Financial Report

### 12.B. Approval of Financial Obligations

Motion to approve payment of district obligations for March 2025 in the total amount of \$1,302,158.61. This motion, made by Jan Ridgely and seconded by Susan Batchelor, Carried. Roger Browning: Absent, Gary Carter: Absent, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea  
Yea: 5, Nay: 0, Absent: 2

### 13. Executive Session - None

### 14. Approval of Executive Session Minutes

Motion to approve the closed session minutes from the regular meeting held on February 18, 2025 and the special meeting held on February 27, 2025. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

Roger Browning: Absent, Gary Carter: Absent, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea  
Yea: 5, Nay: 0, Absent: 2

### 15. Approval of Personnel Report

#### 400.1 Employment of Personnel

##### A. Faculty, Exempt

1. Brianna Trowbridge, Nursing Instructor, FCC, Academic Affairs effective August 13, 2025

##### B. Administrative, Exempt

1. Hayley Breeden, Director of Business, OCC, Business Operations effective March 24, 2025

##### C. Professional, Non-Faculty, Exempt

1. Tana Coleman, Interim Head Women's Basketball Coach, LTC effective March 28, 2025 through May 9, 2025

#### 400.2 Change in Status

##### A. Administration

1. Amy Tarr, Associate Dean of Instruction, OCC, Academic Affairs to Dean of Instruction, OCC, Academic Affairs effective March 24, 2025

##### B. Professional, Non-Faculty, Exempt

1. Curtis Miller, College Admission Representative, OCC, Institutional Outreach to Director of Enrollment and Community Outreach, Institutional Outreach effective March 24, 2025

2. Carrie Halbert, College Admission Representative, FCC, Institutional Outreach to Director of Student Engagement and Recruitment, Institutional Outreach effective March 24, 2025

#### 400.3 Update Board Action from Previous Personnel Report

1. Tyler Boyles – Honorary Dismissal to Voluntary Separation (effective 2025)
2. Lonnie Barnes – Honorary Dismissal to Voluntary Separation (effective 2025)
3. Jay Carter – Honorary Dismissal to Voluntary Separation (effective 2026)
4. Jane McCormick – Honorary Dismissal to Voluntary Separation (effective 2026)
5. Brian Wick – Honorary Dismissal to Voluntary Separation (effective 2025)

#### 400.6 Special Assignments (Attachment)

#### 400.7 Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Hours/Days per Academic Month</u>
Kathleen White	Virtual Consult MD 8920 Southpointe Dr. Ste D1 Indianapolis, IN 46227	48 hours per month
	Aseracore Hospice 6724 E. Morgan Ave. Suite A Evansville, IN 47715	12 hours per month
	LCMH Acute Care Clinic 2111 Lexington Ave. Lawrenceville, IL 62439	20 hours per month

Motion to approve the personnel report as presented. This motion, made by Jan Ridgely and seconded by Susan Batchelor, Carried.

Roger Browning: Absent, Gary Carter: Absent, John Brooks: Abstain (With Conflict), Jorri VanDyke (Student Trustee): Nay, Susan Batchelor: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 4, Nay: 0, Absent: 2, Abstain (With Conflict): 1

16. Litigation - None

17. Other Items - None

18. Adjournment

Motion to adjourn at 7:29 p.m. This motion, made by Jorri VanDyke (Student Trustee) and seconded by Barbara Shimer, Carried.

Roger Browning: Absent, Gary Carter: Absent, Susan Batchelor: Yea, John Brooks: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea  
Yea: 5, Nay: 0, Absent: 2

Approved:      Chairman: \_\_\_\_\_

Secretary: \_\_\_\_\_

1. Call to Order & Roll Call – Vice Chair Brenda Culver called the meeting to order at 5:30 p.m. and directed Board Secretary Sonja Wease to call the roll.

- Susan Batchelor: Present
  - John Brooks: Absent
  - Roger Browning: Present
  - Gary Carter: Absent (present via Zoom, non-voting)
  - Brenda Culver: Present
  - Jan Ridgely: Present
  - Barbara Shimer: Absent (present via Zoom, non-voting)
- Present: 4, Absent: 3.

2. Welcome from the Chair – Vice Chair Culver welcomed all who were present for the meeting.

3. Recognition of Visitors and Guests

3.A. Visitors and Guests – Dr. Cathy Robb & Dr. Tiffany Evans were present to interview for the Frontier Community College President and Vice Chancellor of Academic Affairs position.

3.B. IECCEA Representative - None

4. Public Comments - None

5. Executive Session - None

5.A. 2(c)(1) Employment/Appointment Matters

6. Other Items - None

7. Adjournment

Motion to adjourn at 7:24 p.m. This motion, made by Roger Browning and seconded by Susan Batchelor, Carried.

John Brooks: Absent, Gary Carter: Absent, Barbara Shimer: Absent, Susan Batchelor: Yea,  
Roger Browning: Yea, Brenda Culver: Yea, Jan Ridgely: Yea  
Yea: 4, Nay: 0, Absent: 3

Approved: Chairman: \_\_\_\_\_

Secretary: \_\_\_\_\_

## MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: April 22, 2025  
RE: Affiliation Agreements

An affiliation agreement is a formal contract between the educational institution and the facility or business where the student(s) will have the experience. It identifies the responsibilities and liabilities of the various parties covered by the contract. Students engaged in these placements are not paid and the experience is required for completion of the program.

IECC wishes to enter into a negotiated clinical affiliation agreement with the following organization:

- Haven of Bridgeport

I ask the Board's approval of this affiliation agreement.

RG/sc

**ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529**  
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College  
**CLINICAL AFFILIATION AGREEMENT**

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and \_\_\_\_\_

\_\_\_\_\_ (hereinafter referred to as AGENCY): of \_\_\_\_\_  
\_\_\_\_\_ (city) (state)  
\_\_\_\_\_.

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY. DISTRICT #529 ensures that all students will have training in Abuse and Proper Personal Protective Equipment (PPE) usage.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student

showing that said student fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Associate Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2027, at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least thirty day's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

14. The Parties agree that nothing herein contained shall be construed to create or establish a partnership, joint venture, or any other business relationship between the Parties other than that of independent contractors.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials as of the date of last signature.

AGENCY

ILLINOIS EASTERN COMMUNITY  
COLLEGE DISTRICT #529

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

\_\_\_\_\_  
Chair, IECC Board of Trustees

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

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

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

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

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

## MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: April 22, 2025

RE: Revised Board Meeting Dates and Locations for 2025

The Illinois Community College Act requires that the Board annually set meeting dates, times and locations of Board meetings for the upcoming calendar year. The attached resolution sets forth that the Trustees will meet on the third Tuesday of every month with the exception of the April and May meetings which shall be on the fourth Tuesday of the month and the December meeting, which shall be the second Tuesday of the month. The following are the meeting dates, times, and locations for the IECC Board of Trustees for 2025.

I recommend approval of this resolution.

RG/sc

Attachment

**Board Meeting Dates  
2025**

Tuesday, January 21, 2025, 6:15 p.m., Frontier Community College

Tuesday, February 18, 2025, 6:15 p.m., Lincoln Trail College

Tuesday, March 18, 2025, 6:15 p.m., Olney Central College

Tuesday, April 22, 2025, 6:15 p.m., Wabash Valley College

Tuesday, May 27, 2025, 6:15 p.m., Frontier Community College

Tuesday, June 17, 2025, 6:15 p.m., Lincoln Trail College

Tuesday, July 15, 2025, 6:15 p.m., Olney Central College

Tuesday, August 19, 2025, 6:15 p.m., Wabash Valley College

Tuesday, September 16, 2025, 6:15 p.m., Frontier Community College

Tuesday, October 21, 2025, 6:15 p.m., Lincoln Trail College

Tuesday, November 18, 2025, 6:15 p.m., Olney Central College

Tuesday, December 9, 2025, 6:15 p.m., Wabash Valley College

11/2024

MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: April 22, 2025  
RE: Appropriate Use of Information Technology Resources Policy (200.2)

Policy 200.2 has been revised to reinforce the use of IECC email accounts for professional correspondence. Additional edits were recommended for improved clarity.

The proposed revisions to policy have been reviewed and approved by the Strategic Engagement Planning Council.

Mr. Chairman, I respectfully request that the Board waive the second reading and approve Policy 200.2 as presented.

RG/ac

Attachment

## **Appropriate Use of Information Technology Resources Policy (200.2)**

~~Effective date Adopted: June 11, 1996~~

~~Revised: August 17, 2005~~

~~Revised: April 19, 2016~~

~~Revised: May 16, 2017~~

~~Revised: October 17, 2017~~

~~Revised: May 18, 2021~~

~~Revised: TBD (Pending Board Approval)~~

~~In pursuit of its mission to deliver exceptional education and services to improve the lives of our students and to strengthen our communities, the Board of Trustees of Illinois Eastern Community Colleges ("IECC" or the "District") provides access to "information technology resources" (as defined below) for students, employees and other constituents within institutional priorities and financial capabilities.~~

~~Illinois Eastern Community Colleges' (IECC) provides information technology (IT) resources as vital assets to support its mission and operations. These resources must be utilized and managed responsibly to maintain their integrity, security, and availability. This policy defines the appropriate use of IECC's IT resources, which are accessible only to authorized users who must comply with legal, ethical, and IECC requirements.~~

### **Scope**

~~This policy applies to authorized users of IECC's IT resources, whether on-site or off.~~

### **Ownership**

~~IECC maintains complete ownership rights of IT resources. IT resources that are leased, licensed, or purchased through contracts or grants will be managed according to this policy as long as they are within the lawful possession or control of IECC.~~

### **Access**

~~Access to District information technology resources may be granted by the data owners of that information based on their judgment of the following factors: relevant laws and contractual obligations, the requestor's need to have access to the information technology resources, the information technology and resources' sensitivity and the risk of damage to or loss by the District which could result from its disclosure.~~

~~The District reserves the right to extend, limit, restrict or deny privileges and access to its information technology resources. Data owners—whether departments, units, students, or employees—may allow individuals other than District students or employees access to information which they own or for which they are responsible, so long as such access does not violate any license or contractual agreement, District policy or any federal, state, county or local law or ordinance.~~

~~IECC information technology resources are to be used for the District-related activities for which they are intended and authorized. District information technology resources are **not** to be used for commercial purposes or non-college related activities without written authorization from the District. In these cases, the District will require payment of appropriate fees. This policy applies equally to all District-owned or District-leased information technology resources.~~

~~All users of IECC's information technology resources must act responsibly in their use of the resources. All users of District-owned or District-leased information technology resources must respect the rights of other users and comply with all pertinent licenses and contractual agreements. IECC's policy requires that all students, employees, and other authorized users act in accordance with these responsibilities, relevant laws and contractual obligations and the highest standard of ethics. Each user must remember that his/her freedom to access, display or publish information is constrained by the rights of others who have~~

~~the right not to be subjected to material that they find offensive. Information posted and/or published on the Internet may be accessible by any computer on the Internet.~~

~~Authorized users must all guard against abuses that disrupt or threaten the viability of any and all systems, including those at the college campuses and those on networks to which the District's systems are connected. Access to information technology resources without proper authorization from the data owner(s), unauthorized use of District computing facilities, and intentional or negligent corruption or misuse of information technology resources are direct violations of the District's standards for conduct as outlined in IECC Policies and Procedures, District collective bargaining agreement and the Faculty Handbook and may also be considered civil or criminal offenses.~~

~~Accessing IT resources without proper authorization, unauthorized use of computing facilities, and intentional or negligent corruption or misuse of IT resources is strictly prohibited.~~

IECC reserves the right, at its sole discretion and for any reason or no reason, to immediately revoke, restrict, or extend authorization to access or utilize any or all IT resources. IECC accepts no responsibility or liability for any unauthorized or personal use of its IT resources by users.

### **Terms of Use**

As a condition for accessing and using IT resources, all users must

- Comply with all applicable laws, IECC policies and procedures, contracts and licenses;
- Use only those IT resources that the individual user is authorized to use and only in the manner and to the extent authorized;
- Not attach any device that may, in any way, endanger or disrupt the continuous and stable operation of the IECC network or other IT resources or that may compromise the confidentiality or integrity of information stored on any technology resource;
- Not share or transfer individual IECC accounts, including network IDs, passwords, or other access codes that provide access to IT resources;
- Respect the privacy of other users and their accounts, devices, and data regardless of whether those elements are securely protected; and
- Respect the limitations of IT resources and manage usage so as not to interfere with the activities of others.

### **Privacy and Content Monitoring**

~~Users should have no expectation of privacy or confidentiality in the content of electronic communications or other computer files sent and received on the District computer network or stored on any IECC information technology resources. The District Information Technology Department Staff, College Technicians, or other District employees, may, at any time, review the subject, content, and appropriateness of electronic communications or other computer files, and remove them if warranted, reporting any violation of rules to the District administration and/or law enforcement officials.~~

IECC does not establish any general expectation of privacy regarding the use of IT resources, except as required by law. IECC retains the right to monitor and report on technology usage, including the use of personal devices connected to IT resources, to the fullest extent permitted by law. By using IT resources, all users consent to this monitoring and reporting. Authorized IECC employees may review the subject, content, and appropriateness of electronic communications or other computer files at any time, and remove them if warranted, and report any rule violations to IECC administration and/or law enforcement officials. As allowed by law, IECC may disclose data stored in IT resources to third parties.

### **Account Security and Information Exchange**

User IDs and passwords are provided for technology systems and are only for individual use. Users should not share passwords with anyone and should not use anyone else's password regardless of how the password was obtained. If a user suspects someone has discovered his or her password, the password should be changed immediately, and the IT Help Desk should be notified. Users shall not intentionally modify files, data, or passwords belonging to other users. When sending electronic communications, users should be cautious when including personal information. IECC is not responsible for personal information which is obtained by unauthorized recipients or interceptors of electronic

communications. ~~Use of personal credit cards on an IECC owned computer is done at the user's own risk and IECC is not responsible for any loss or damages resulting from this use.~~

### **Multi-factor Authentication**

Multi-factor authentication (MFA) is also required for all users accessing IECC's systems. MFA is a method of computer access control in which a user is granted access only after successfully presenting multiple separate pieces of evidence to an authentication mechanism – typically at least two of the following categories: knowledge (something they know), possession (something they have), and inherence (something they are). IECC utilizes four MFA verification methods: 1. The Microsoft Authentication App, 2. A text message to a cell phone, 3. A phone call to any 10-digit phone number, 4. A digital token key. Digital token keys will be available on a case-by-case basis. A lost or stolen MFA token should be reported immediately to the IT Help Desk. A replacement charge of \$25.00 may be applied for any lost or stolen token.

### **Employee Account Setup Process**

~~Each IECC location has designated employees (President/Dean offices or other administration) that may request accounts for employees by completing the Information Technology Services Request Form. This form is submitted to the Human Resources and Information Technology Departments for verification and processing. When the accounts have been created, the Information Technology Department sends account information to the employee via email, text, or mail. Banner system accounts also require the completion of the Banner Security Request form. MyIECC account details are also included with the IT Services Request that allow employees and faculty access to various course and employee resources. Supervisors must ensure their staff have access to those accounts necessary to perform their job functions. Written requests are submitted to Human Resources and the IT Department for verification and processing. Upon completion, IT personnel provide account information to the employee.~~

### **Employee Email and Electronic Communications**

IECC provides email accounts to all employees with the expectation that all work-related electronic communications will be conducted exclusively through these accounts. As public employees, the utilization of the provided email accounts ensure proper recordkeeping, compliance with public records laws, and transparency. Likewise, IECC-provided email accounts are intended solely for work-related purposes and should not be used for personal communication.

### **Student Account Setup Process**

Student accounts are generated during the application acceptance process. Credentials are sent to a student by encrypted email to setup their MyIECC account. Student Services in some cases may directly issue credentials to create an account using a GeneratedID and PIN. In either process the student must complete account setup and set a new password. ~~Students may be required to use multi-factor authentication for additional account security. (See MFA section of this document).~~ The MyIECC account provides access to many services including email, ~~online courses~~, electronic course materials, schedules, grades, ~~tax forms~~, account balances, ~~emergency alerts~~, ~~library service~~, and much more.

### **Student Email and Electronic Communications**

IECC provides email accounts to students as a tool for sharing important and official information regarding registration, financial aid, deadlines, student life, and more. ~~Email allows IECC to communicate quickly and efficiently and provides standardized, consistent communication with IECC students. The student email accounts are cost-effective and environmentally friendly. The IECC email account is IECC's official communication and notification method to students.~~ IECC expects that every student will receive email at his or her IECC email address and will read email on a frequent and consistent basis. A student's failure to receive and read IECC communications in a timely manner does not absolve that student from knowing and complying with the content of such communications.

### **Priority Usage of Computer Hardware, Software and/or Facilities**

Priority shall be given to classroom activities, assignments and/or research and to IECC faculty, staff, and students.

### **Lab User Age Restriction**

Patrons under the age of 18 who are not enrolled students are not permitted to use the open lab computers without obtaining authorization from IECC staff.

### **Student Data Storage**

Students are not allowed to store personal work and/or software on the hard drives in the open lab ~~and all students should have a personal storage device or service for saving their work.~~ Any files or software found on the hard drives will be deleted. IECC is not responsible for data lost for any reason including, but not limited to: power failure, computer failure, or any other planned or unplanned or unavoidable event or emergency.

### **Public Wi-Fi Internet Access**

Wireless public Internet access is provided throughout most IECC's campus locations. **Please be advised that the public network does not enforce any security or encryption.** Transmissions of secure information such as ID's, credit card numbers, passwords, etc. may be intercepted by wireless users in or near the open networks. **IECC is not responsible for damage to personal property or other injury, including damage to personal computing devices resulting from software/hardware installation or Internet use.**

### **Personal and Commercial Use of IT Resources**

~~Users shall not use the District's computer network to set up web pages to advertise or sell products or services, solicit sales, or conduct business without prior written approval and, if required, the payment of an appropriate fee.~~

IT resources may be used for incidental personal purposes. Personal use of IT resources must not occur under circumstances that interfere with employee work responsibilities, displace other IT resources, or require purchases of additional IT resources.

Users are prohibited from using IT resources for non-IECC commercial purposes or personal gain unless explicitly authorized.

### **Copyrighted Material**

Users shall not: copy and forward, download, and/or upload to the IECC network or Internet server any copyrighted, trademarked, and other intellectual property without express authorization from the owner of the trademark, copyrights, or intellectual property right.

IECC prohibits the use of peer-to-peer file sharing applications on its network, including wireless network services, to transmit, exchange, or copy any music, software, or other materials which are protected by copyright or intellectual property rights.

Unauthorized copying, use, or distributions of software is illegal, strictly prohibited, and subject to criminal penalties. Penalties for copyright infringement are controlled by the U.S. Copyright Office and can be as high as \$150,000 per incident. For additional information, please see the website of the U.S. Copyright Office at <https://www.copyright.gov>. Similarly, other intellectual property content owners may take criminal or civil action against a user for unauthorized copying, use or distribution of intellectual property materials. All the content transmitted via e-mail and web publishing must either be the users' own or must be transmitted with express authorization for distribution by IECC or by the individual who owns the trademark, copyright, or intellectual property right.

### **Inappropriate and Illegal Use of Technology Resources**

~~Examples of inappropriate and illegal use include:~~

- ~~1.—Accessing, e-mailing or web publishing of material, including text or images, determined to be obscene and/or pornographic.~~
- ~~2.—Use of information technology to facilitate, engage in and/or encourage academic dishonesty.~~
- ~~3.—Email distribution or web publishing of derogatory statements intended to offend other individuals, groups, or organizations or which violate IECC's anti-discrimination/harassment policy and procedures. (See policy 100.8 and procedure 100.8 for more information.)~~

- ~~4.—Use of information technology resources in a manner that violates this Policy, any other District/College policy, and/or local, state, or federal law.~~
- ~~5.—Intentionally infiltrate, or “hack,” IECC or other information technology resources.~~
- ~~6.—Release viruses, worms, or other programs that damage or otherwise harm IECC or other information technology resources.~~
- ~~7.—Knowingly disrupt a system or interfere with another student’s, staff or faculty member’s or other authorized user’s ability to use that system~~
- ~~8.—Willfully damage or destroy computer hardware, software, or data belonging to IECC or its users.~~

### **Software**

~~IECC may provide access to software and services such as MS Office 365, Google Docs, Adobe, and others. These services are generally provided for free or at a reduced cost to currently enrolled students and/or active employees. IECC must comply with the software license agreements provided by the software vendors and services may be revoked or modified at the vendor’s discretion. Students and employees are required to comply with the End User License Agreement (EULA) associate with the software or service. The software and services may be terminated when students are no longer enrolled or employees are no longer employed.~~

### **Network Bandwidth**

~~Network capacity is limited and users must not exceed reasonable usage. IECC has the rights to block, limit, or prioritize traffic for any reason.~~

### **Internal Network**

~~Only authorized IECC technical staff are allowed to connect personal computers or other devices to the internal IECC network.~~

### **Sanctions Enforcement**

~~Alleged violations of this policy will be processed according to the disciplinary policies outlined in the IECC Policies and Procedures Manual, the IECC collective bargaining agreement and the college’s catalog. IECC treats access and use violators of information technology resources seriously. IECC computing resources may also be subject to prosecution by state or federal authorities.~~

~~Access to and use of IECC’s IT resources is a privilege, not a right, and may be revoked without notice if there is a reason to believe that the user has violated, or may have violated, IECC policies, procedures or applicable local, state, or federal laws. Additionally, employees in violation of this policy are subject to disciplinary actions up to and including termination. Students in violation of this policy are subject to disciplinary actions outlined in the Student Code of Conduct. IECC treats access and use violators of IT resources seriously and will pursue criminal and civil prosecution of violators deemed necessary.~~

~~Further, IECC has the right to remove, without notice, any material from its systems found to be inappropriate or illegal. threatening, obscene, and pornographic or which violates the District’s anti-discrimination/harassment policy or any other District policy. Such action may result in the termination of the user’s account.~~

### **Policy Adoption — Administration — Liability**

~~This policy will be reviewed and updated periodically and the current policy, inclusive of any revisions, will be electronically posted on the IECC website.~~

### Implementation

~~The Chancellor, Presidents, and Chief Information Officer are responsible for supervising adoption of guidelines to implement this policy.~~

### Enforcement

~~Alleged violations of this policy will be processed according to the disciplinary policies outlined in the IECC Policies and Procedures Manual, IECC collective bargaining agreement and the college’s catalog.~~

~~IECC treats access and use violations of information technology resources seriously. IECC will pursue criminal and civil prosecution of violators as it deems necessary.~~

## **Definitions**

The following are definitions for the purpose of this policy.

**Account:** ~~see Information Technology Account~~ refers to a digital identity or credentials assigned to an authorized user to access and utilize information technology systems, resources, or services. These accounts are integral to managing and securing access in computing environments.

**Administrative Officer:** ~~Chancellor, President, Dean or Director to whom an individual reports.~~

**Authorized User(s):** students, employees, and other constituents of ~~the IECC District~~ who have been granted permission to access and use specific IT systems, resources, or data based on their role, responsibilities, or needs.

**Data Owner:** ~~the author or publisher of the information, data, or software; can be the individual or department that has obtained a license for the District's use of the information, data, or software.~~

**Computing Devices:** ~~different various~~ classes of computers, servers, and mobile devices, whether ~~If~~ owned or leased by ~~IECC the District~~, or if owned by an individual and connected to an ~~IECC- District-~~ owned, leased, or operated network; use of these computing devices is covered by ~~this policy. the IECC Policy for Responsible Use of Information Technology.~~

**Employee:** ~~See Human Resources policy section 400.~~ Anyone who works for IECC full-time, part-time, or on a temporary basis.

**Information Technology (IT) Resources:** ~~equipment or services used to input, store, process, transmit, and output information, including, but not limited to, desktops, laptops, mobile devices, servers, telephones, fax machines, copiers, printers, Internet, email, and social media sites.~~ include IECC-owned infrastructure, cloud services, software, hardware with computing and/or networking capabilities, and data. These resources include, but are not limited to, computers, computer systems, telephones, tablets, mobile devices, classroom presentation systems, voice communication and messaging equipment, networking systems, software, electronically stored institutional data and messages, similar resources, and any other technologies or services implemented to support them.

**Information Technology Account:** ~~the combination of a user number, user name, or user ID and a password that allows a student, employee, or other authorized user access to information technology resources.~~

**Network:** ~~a group of computing devices that share information electronically, typically connected to each other by either cable, wireless or other technologies.~~ a system of interconnected devices, such as computers, servers, routers, and other hardware, that communicate and share resources with one another using a set of standardized protocols.

**Personally Owned Data:** refers to information that was neither created nor collected for institutional purposes; rather, it belongs to an individual. This data includes, but is not limited to, income tax records, medical information, banking details, financial data, family information, or any other personal details that an individual might reasonably consider private or sensitive.

**Software:** ~~the programs and other operating systems that enable a computer or electronic device to perform specific tasks. information used by a computer.~~

**Student:** ~~any person currently participating in any class of instruction offered by or on the premises of the IECC institutions.~~ an individual who has enrolled in a class offered by IECC.

**Systems:** ~~see Information Technology Resources~~ refers to an integrated set of components that work together to perform specific functions or solve specific problems.

**User(s):** see Authorized User(s)

**Disclaimers**

Users utilize IT resources at their own risk. While IECC makes reasonable efforts to secure its IT resources and strives to ensure they are effective and efficient, it cannot guarantee their confidentiality, integrity, or availability. IECC does not provide any warranty or promise that IT resources will function as designed or as the user expects. IECC IT professionals are not available to recover any personally owned data that is lost or compromised. IECC assumes no legal responsibility for any damages or losses of any kind, including but not limited to the loss of personally owned data or devices, resulting from the failure of IT resources. Users can reduce the risk of data loss by consistently backing up their data.

**USER AGREEMENT**

I agree to and will abide by the attached policy (200.2) concerning the use of computer, Internet, and web publishing access provided to me through Illinois Eastern Community Colleges (IECC).

I understand that alleged violations of this policy will be processed according to the disciplinary policies outlined in the IECC Policies and Procedures Manual, the IECC collective bargaining agreement and the college's catalog. IECC treats access and use violators of information technology resources seriously. IECC computing resources may also be subject to prosecution by local, state, or federal authorities.

I understand that if I am issued an MFA token and it is misplaced or stolen, I may be charged a \$25.00 replacement fee.

~~I UNDERSTAND THAT I SHOULD HAVE NO EXPECTATION OF PRIVACY OR CONFIDENTIALITY IN THE CONTENT OF ELECTRONIC COMMUNICATIONS OR OTHER COMPUTER FILES SENT AND RECEIVED ON THE DISTRICT COMPUTER NETWORK OR STORED ON ANY IECC INFORMATION TECHNOLOGY RESOURCES. THE DISTRICT INFORMATION TECHNOLOGY DEPARTMENT STAFF, COLLEGE TECHNICIANS, OR OTHER DISTRICT EMPLOYEES MAY, AT ANYTIME, REVIEW THE SUBJECT, CONTENT, AND APPROPRIATENESS OF ELECTRONIC COMMUNICATIONS OR OTHER COMPUTER FILES, AND REMOVE THEM IF WARRANTED, REPORTING ANY VIOLATION OF RULES TO THE DISTRICT ADMINISTRATION AND/OR LAW ENFORCEMENT OFFICIALS.~~

NAME: \_\_\_\_\_  
\_\_\_\_\_ (signature)

\_\_\_\_\_  
\_\_\_\_\_ (printed name)

DATE: \_\_\_\_\_

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: April 22, 2025

*RE: Resolution setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds in a principal amount not to exceed \$8,000,000 for the purpose of paying claims against the District, and directing that notice of such intention be published as provided by law.*

The attached Resolution declares the Board's intent to issue bonds for the purpose of paying the claims of the District, direct that notice of such intention to issue the bonds be given as provided by law, and defines the claims to be paid. These bonds would be issued subject to a petition period. If a petition signed by the sufficient electors of the District (10% of the registered voters) asking that the issuance of the Bonds be submitted to referendum, an election on the issuance of these bonds would be held on the 17<sup>th</sup> day of March 2026. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue the bonds.

The Board's action tonight would not be to issue the actual bonds, but rather declare its intention to issue bonds. The resolution providing for the actual issuance of the bonds would occur at a regular meeting of the Board of Trustees on or before June 17, 2025.

I ask the Board's approval of the Resolution of intent to issue bonds not to exceed \$8,000,000.

RG/akb  
Attachment

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, held at Olney Central College, 305 North West Street, Olney, Illinois, in said Community College District at 6:15 o'clock P.M., on the 18th day of March, 2025.

\* \* \*

The meeting was called to order by the Chairman, and upon the roll being called, Gary Carter, the Chairman, and the following Trustees were physically present at said location:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ and \_\_\_\_\_ (non-voting student trustee).

The following Trustees were allowed by a majority of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: \_\_\_\_\_

\_\_\_\_\_

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

\_\_\_\_\_

The Chairman announced that in view of the current financial condition of the District, the Board of Trustees would consider the adoption of a resolution setting forth and describing in detail outstanding claims against the District, declaring its intention to issue funding bonds to pay claims against the District, and directing that notice of such intention be published.

Whereupon Trustee \_\_\_\_\_ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each Trustee prior to said meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds in a principal amount not to exceed \$8,000,000 for the purpose of paying claims against Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, and directing that notice of such intention be published as provided by law.

\* \* \*

WHEREAS, pursuant to the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended (the “*Act*”), Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “*District*”), is authorized to issue bonds to pay claims against the District; and

WHEREAS, the District has presently outstanding and unpaid claims in the aggregate amount of \$8,000,000 (the “*Claims*”), all of the Claims having been heretofore authorized and allowed for proper community college purposes; and

WHEREAS, there are not sufficient funds on hand and available with which to pay the Claims, and the Board of Trustees of the District (the “*Board*”) has determined and does hereby determine that it is necessary and in the best interests of the District that the Claims be paid from proceeds of bonds in the principal amount of \$8,000,000 (the “*Bonds*”); and

WHEREAS, before the Bonds can be issued pursuant to the Act, the Board must examine and consider the Claims and must adopt a resolution declaring the Claims to be authorized and allowed for proper community college purposes, set forth and describe in detail the Claims, declare its intention to issue the Bonds for the purpose of paying the Claims and direct that notice of such intention to issue the Bonds be given as provided by law; and

WHEREAS, the Board has examined and considered the Claims:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. The Claims.* The Claims are the settlement agreement between the District and the State of Illinois dated as of the \_\_\_ day of \_\_\_\_\_, 2025, and it is hereby found, determined and declared that the Claims are presently outstanding and unpaid, were heretofore authorized and allowed for proper community college purposes and constitute valid and binding obligations of the District.

*Section 3. Declaration of Intent.* The Board does hereby determine and declare its intention to avail the provisions of Article 3A of the Act and to issue Bonds in the amount of \$8,000,000 for the purpose of paying the Claims.

*Section 4. Notice of Intent.* In accordance with the provisions of Section 5 of the Local Government Debt Reform Act of the State of Illinois, as amended, notice of said intention to avail of the provisions of Article 3A of the Act and to issue the Bonds shall be given by publication of such notice once in the *Hometown Register*, the same being a newspaper of general circulation in the District.

*Section 5. Form of Notice.* The notice of intention to issue the Bonds shall be in substantially the following form:

**NOTICE OF INTENTION OF  
COMMUNITY COLLEGE DISTRICT NO. 529,  
COUNTIES OF RICHLAND, CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS, HAMILTON,  
JASPER, LAWRENCE, WABASH, WAYNE AND WHITE AND  
STATE OF ILLINOIS  
TO ISSUE NOT TO EXCEED \$8,000,000 FUNDING BONDS**

PUBLIC NOTICE is hereby given that on the 18th day of March, 2025, the Board of Trustees (the “*Board*”) of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “*District*”), adopted a resolution declaring its intention and determination to issue bonds in the aggregate amount of \$8,000,000 for the purpose of paying presently outstanding and unpaid claims against the District, all of which unpaid claims have been heretofore authorized and allowed for proper community college purposes and it is the intention of the Board to avail of the provisions of Article 3A (Sections 3A-6 to 3A-9, inclusive) of the Public Community College Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and to issue said bonds for the purpose of paying such unpaid claims.

A petition may be filed with the Secretary of the Board (the “*Secretary*”) within thirty (30) days after the date of publication of this notice, signed by not less than \_\_\_\_\_ voters of the District, said number of voters being equal to ten per cent (10%) of the registered voters of the District, requesting that the proposition to issue said bonds as authorized by the provisions of said Article 3A be submitted to the voters of the District. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice, an election on the proposition to issue said bonds shall be held on the 17th day of March, 2026. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code of the State of Illinois, as amended. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue said bonds for the purpose hereinabove provided.

By order of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois.

DATED this 18th day of March, 2025.

Sonja Wease  
Secretary, Board of Trustees,  
Community College District No. 529, Counties  
of Richland, Clark, Clay, Crawford,  
Cumberland, Edwards, Hamilton, Jasper,  
Lawrence, Wabash, Wayne and White and State  
of Illinois

Gary Carter  
Chairman, Board of Trustees,  
Community College District No. 529, Counties  
of Richland, Clark, Clay, Crawford,  
Cumberland, Edwards, Hamilton, Jasper,  
Lawrence, Wabash, Wayne and White and State  
of Illinois

*Section 6. Further Proceedings.* If no petition signed by the requisite number of voters is filed with the Secretary of the Board within thirty (30) days after the date of the publication of such notice of intention to issue the Bonds, the Board shall, by appropriate proceedings to be hereafter taken, fix the details concerning the issue of the Bonds and provide for the levy of a direct annual tax to pay the principal and interest on the same.

*Section 7. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

*Section 8. Repealer and Effective Date.* All resolutions and parts of resolutions in conflict herewith be and the same are hereby repealed and that this Resolution be in full force and effect forthwith upon its adoption.

Adopted March 18, 2025.

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Chairman, Board of Trustees

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Secretary, Board of Trustees

Trustee \_\_\_\_\_ moved and Trustee \_\_\_\_\_  
seconded the motion that said resolution as presented and read by title be adopted.

After a full and complete discussion thereof, the Chairman directed the Secretary to call the roll for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

and the following Trustees voted NAY: \_\_\_\_\_  
\_\_\_\_\_

Whereupon the Chairman declared the motion carried and said resolution adopted, and in open meeting approved and signed said resolution and directed the Secretary to record the same in full in the records of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Trustees

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF RICHLAND        )

**CERTIFICATION OF MINUTES AND RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “Board”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 18th day of March, 2025, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds in a principal amount not to exceed \$8,000,000 for the purpose of paying claims against Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, and directing that notice of such intention be published as provided by law.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 18th day of March, 2025.

---

Secretary, Board of Trustees

STATE OF ILLINOIS )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

**PETITION**

We, the undersigned, do hereby certify that we are voters of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, and as such voters, we do hereby request that the following proposition be submitted to the voters of said Community College District: "Shall the Board of Trustees of Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, be authorized to issue not to exceed \$8,000,000 bonds for the purpose of paying claims against said Community College District as provided for by Article 3A (Sections 3A-6 to 3A-9, inclusive) of the Public Community College Act?"; and we do hereby further request that the Secretary of said Board of Trustees of said Community College District certify said proposition to the County Clerks of The Counties of Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, Illinois, for submission to said voters at the election to be held on the 17th day of March, 2026:

SIGNATURE	STREET ADDRESS OR RURAL ROUTE NUMBER	CITY, VILLAGE OR TOWN	COUNTY
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois

The undersigned, being first duly sworn, deposes and certifies that he or she is at least 18 years of age, his or her residence address is \_\_\_\_\_ (Street Address), \_\_\_\_\_ (City, Village or Town), \_\_\_\_\_ County, \_\_\_\_\_ (State), that he or she is a citizen of the United States of America, that the signatures on the foregoing petition were signed in his or her presence and are genuine, that to the best of his or her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said Community College District and that their respective residences are correctly stated therein.

Signed and sworn to before me this \_\_\_\_\_  
 \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
 Illinois Notary Public  
 My commission expires \_\_\_\_\_  
 (NOTARY SEAL)

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, held at Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, in said Community College District at 6:15 o'clock P.M., on the 22nd day of April, 2025.

\* \* \*

The meeting was called to order by the Chairman, and upon the roll being called, Gary Carter, the Chairman, and the following Trustees were physically present at said location:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ and \_\_\_\_\_ (non-voting student trustee).

The following Trustees were allowed by a majority of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: \_\_\_\_\_  
\_\_\_\_\_

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_  
\_\_\_\_\_

The Chairman announced that in view of the current financial condition of the District, the Board of Trustees would consider the adoption of a resolution setting forth and describing in detail outstanding claims against the District, declaring its intention to issue funding bonds to pay claims against the District, and directing that notice of such intention be published.

Whereupon Trustee \_\_\_\_\_ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each Trustee prior to said meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds in a principal amount not to exceed \$8,000,000 for the purpose of paying claims against Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, and directing that notice of such intention be published as provided by law.

\* \* \*

WHEREAS, pursuant to the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended (the "*Act*"), Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the "*District*"), is authorized to issue bonds to pay claims against the District; and

WHEREAS, the District has presently outstanding and unpaid claims in the aggregate amount of \$8,000,000 (the "*Claims*"), all of the Claims having been heretofore authorized and allowed for proper community college purposes; and

WHEREAS, there are not sufficient funds on hand and available with which to pay the Claims, and the Board of Trustees of the District (the "*Board*") has determined and does hereby determine that it is necessary and in the best interests of the District that the Claims be paid from proceeds of bonds in the principal amount of \$8,000,000 (the "*Bonds*"); and

WHEREAS, before the Bonds can be issued pursuant to the Act, the Board must examine and consider the Claims and must adopt a resolution declaring the Claims to be authorized and allowed for proper community college purposes, set forth and describe in detail the Claims, declare its intention to issue the Bonds for the purpose of paying the Claims and direct that notice of such intention to issue the Bonds be given as provided by law; and

WHEREAS, the Board has examined and considered the Claims:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. The Claims.* The Claims are the settlement agreement between the District and the State of Illinois dated as of the \_\_\_ day of \_\_\_\_\_, 2025, and it is hereby found, determined and declared that the Claims are presently outstanding and unpaid, were heretofore authorized and allowed for proper community college purposes and constitute valid and binding obligations of the District.

*Section 3. Declaration of Intent.* The Board does hereby determine and declare its intention to avail the provisions of Article 3A of the Act and to issue Bonds in the amount of \$8,000,000 for the purpose of paying the Claims.

*Section 4. Notice of Intent.* In accordance with the provisions of Section 5 of the Local Government Debt Reform Act of the State of Illinois, as amended, notice of said intention to avail of the provisions of Article 3A of the Act and to issue the Bonds shall be given by publication of such notice once in the *Hometown Register*, the same being a newspaper of general circulation in the District.

*Section 5. Form of Notice.* The notice of intention to issue the Bonds shall be in substantially the following form:

**NOTICE OF INTENTION OF  
COMMUNITY COLLEGE DISTRICT NO. 529,  
COUNTIES OF RICHLAND, CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS, HAMILTON,  
JASPER, LAWRENCE, WABASH, WAYNE AND WHITE AND  
STATE OF ILLINOIS  
TO ISSUE NOT TO EXCEED \$8,000,000 FUNDING BONDS**

PUBLIC NOTICE is hereby given that on the 22nd day of April, 2025, the Board of Trustees (the “*Board*”) of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “*District*”), adopted a resolution declaring its intention and determination to issue bonds in the aggregate amount of \$8,000,000 for the purpose of paying presently outstanding and unpaid claims against the District, all of which unpaid claims have been heretofore authorized and allowed for proper community college purposes and it is the intention of the Board to avail of the provisions of Article 3A (Sections 3A-6 to 3A-9, inclusive) of the Public Community College Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and to issue said bonds for the purpose of paying such unpaid claims.

A petition may be filed with the Secretary of the Board (the “*Secretary*”) within thirty (30) days after the date of publication of this notice, signed by not less than 6,992 voters of the District, said number of voters being equal to ten per cent (10%) of the registered voters of the District, requesting that the proposition to issue said bonds as authorized by the provisions of said Article 3A be submitted to the voters of the District. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice, an election on the proposition to issue said bonds shall be held on the 17th day of March, 2026. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code of the State of Illinois, as amended. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue said bonds for the purpose hereinabove provided.

By order of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois.

DATED this 22nd day of April, 2025.

Sonja Wease  
Secretary, Board of Trustees,  
Community College District No. 529,  
Counties of Richland, Clark, Clay,  
Crawford, Cumberland, Edwards, Hamilton,  
Jasper, Lawrence, Wabash, Wayne and  
White and State of Illinois

Gary Carter  
Chairman, Board of Trustees,  
Community College District No. 529,  
Counties of Richland, Clark, Clay,  
Crawford, Cumberland, Edwards, Hamilton,  
Jasper, Lawrence, Wabash, Wayne and  
White and State of Illinois

*Section 6. Further Proceedings.* If no petition signed by the requisite number of voters is filed with the Secretary of the Board within thirty (30) days after the date of the publication of such notice of intention to issue the Bonds, the Board shall, by appropriate proceedings to be hereafter taken, fix the details concerning the issue of the Bonds and provide for the levy of a direct annual tax to pay the principal and interest on the same.

*Section 7. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

*Section 8. Repealer and Effective Date.* All resolutions and parts of resolutions in conflict herewith be and the same are hereby repealed and that this Resolution be in full force and effect forthwith upon its adoption.

Adopted April 22, 2025.

---

Chairman, Board of Trustees

---

Secretary, Board of Trustees

Trustee \_\_\_\_\_ moved and Trustee \_\_\_\_\_  
seconded the motion that said resolution as presented and read by title be adopted.

After a full and complete discussion thereof, the Chairman directed the Secretary to call the roll for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

and the following Trustees voted NAY: \_\_\_\_\_  
\_\_\_\_\_

Whereupon the Chairman declared the motion carried and said resolution adopted, and in open meeting approved and signed said resolution and directed the Secretary to record the same in full in the records of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Trustees

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF RICHLAND        )

**CERTIFICATION OF MINUTES AND RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “Board”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 22nd day of April, 2025, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds in a principal amount not to exceed \$8,000,000 for the purpose of paying claims against Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, and directing that notice of such intention be published as provided by law.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 22nd day of April, 2025.

---

Secretary, Board of Trustees

STATE OF ILLINOIS            )  
   ) SS  
 COUNTY OF \_\_\_\_\_ )

**PETITION**

We, the undersigned, do hereby certify that we are voters of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, and as such voters, we do hereby request that the following proposition be submitted to the voters of said Community College District: "Shall the Board of Trustees of Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, be authorized to issue not to exceed \$8,000,000 bonds for the purpose of paying claims against said Community College District as provided for by Article 3A (Sections 3A-6 to 3A-9, inclusive) of the Public Community College Act?"; and we do hereby further request that the Secretary of said Board of Trustees of said Community College District certify said proposition to the County Clerks of The Counties of Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, Illinois, for submission to said voters at the election to be held on the 17th day of March, 2026:

SIGNATURE	STREET ADDRESS OR RURAL ROUTE NUMBER	CITY, VILLAGE OR TOWN	COUNTY
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois
_____	_____	_____	_____ County, Illinois

The undersigned, being first duly sworn, deposes and certifies that he or she is at least 18 years of age, his or her residence address is \_\_\_\_\_  
 (Street Address), \_\_\_\_\_ (City, Village or Town), \_\_\_\_\_  
 County, \_\_\_\_\_ (State), that he or she is a citizen of the United States of America, that the signatures on the foregoing petition were signed in his or her presence and are genuine, that to the best of his or her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said Community College District and that their respective residences are correctly stated therein.

Signed and sworn to before me this \_\_\_\_\_  
 \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
 Illinois Notary Public  
 My commission expires \_\_\_\_\_  
 (NOTARY SEAL)

## MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: April 22, 2025

RE: Reimbursement Resolution

At the regular Board of Trustees meeting on February 18, 2025, the Board authorized the Chancellor to act on behalf of the Board to resolve settlement negotiations and execute a settlement agreement.

Through this authority, the Chancellor has reached a settlement requiring an advance of funds to settle all outstanding matters. Under Internal Revenue Service Regulations concerning the use of public financing, an entity may make an official declaration of its intent to reimburse for expenditures previously made through future bond proceeds. The official declaration must be properly made within sixty (60) days after the date the expenditure was paid or paid after the passage of such declaration.

The attached resolution makes the official declaration of Illinois Eastern Community College's intent to reimburse itself for costs associated with the settlement agreement, up to \$2,500,000. This resolution in no way binds the Board to issue future bonds for reimbursement but does provide an avenue to issue public financing bonds for this purpose.

I ask the board's approval of the resolution expressing official intent to reimburse from proceeds of an obligation to be issued by Illinois Eastern Community Colleges District #529.

RG/akb  
Attachment

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, held at Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, in said Community College District at 6:15 o'clock P.M., on the 22nd day of April, 2025.

\* \* \*

The meeting was called to order by the Chairman, and upon the roll being called, Gary Carter, the Chairman, and the following Trustees were physically present at said location:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ and \_\_\_\_\_ (non-voting student trustee).

The following Trustees were allowed by a majority of the members of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: \_\_\_\_\_

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

The Chairman announced that the District has developed a list of expenditures for which it reasonably expects to reimburse itself with the proceeds of an obligation and that the Board of Trustees would consider the adoption of a resolution expressing its official intent with regard to such expenditures.

Whereupon Member \_\_\_\_\_ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each member of the Board of Trustees prior to said meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION expressing official intent regarding certain expenditures to be reimbursed from proceeds of an obligation to be issued by Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois.

\* \* \*

WHEREAS, the Board of Trustees (the “*Board*”) of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “*District*”), has developed a list of expenditures described in *Exhibit A* hereto (the “*Expenditures*”); and

WHEREAS, all or a portion of the Expenditures (i) have been paid within the 60 days prior to the passage of this Resolution or (ii) will be paid on or after the passage of this Resolution; and

WHEREAS, the District reasonably expects to reimburse itself for the Expenditures with the proceeds of an obligation:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. Intent to Reimburse.* The District reasonably expects to reimburse the Expenditures with proceeds of an obligation.

*Section 3. Maximum Amount.* The maximum amount of the Expenditures expected to be reimbursed with the obligation is \$2,500,000.

*Section 4. Ratification.* All actions of the officers, agents and employees of the District that are in conformity with the purposes and intent of this Resolution, whether taken before or after the adoption hereof, are hereby ratified, confirmed and approved.

*Section 5. Severability.* If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

*Section 6. Repeal.* All resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted April 22, 2025.

---

Chairman, Board of Trustees

---

Secretary, Board of Trustees

**EXHIBIT A**

**DESCRIPTION OF EXPENDITURES**

Settlement Agreement between the State of Illinois and the College dated as of the \_\_\_\_ day of \_\_\_\_\_, 2025.

Member \_\_\_\_\_ moved and Member \_\_\_\_\_  
seconded the motion that said resolution as presented and read by title be adopted.

After a full discussion thereof, the Chairman directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following Trustees voted NAY: \_\_\_\_\_

Whereupon the Chairman 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. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at the meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Trustees

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF RICHLAND        )

**CERTIFICATION OF MINUTES AND RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “Board”), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 22nd day of April, 2025, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION expressing official intent regarding certain expenditures to be reimbursed from proceeds of an obligation to be issued by Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 22nd day of April, 2025.

---

Secretary, Board of Trustees

## MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: April 22, 2025

RE: Capital Project Budget Amendment Recommendation – LTC Technology Center and FCC Athletic Conditioning Facility

As the District prepares to move forward with two major capital projects—the Technology Center at Lincoln Trail College and the Athletic Conditioning Facility at Frontier Community College—this memo outlines the need for additional funding to address cost realities and preserve the full scope of both facilities.

### **1. LTC Technology Center – Capital Development Board Project 810-040-007**

On October 20, 2020, the Board entered into a Trust Agreement with the State of Illinois to construct the Technology Center at Lincoln Trail College. On March 18, 2025, the State opened bids for the project. The total project cost is now estimated at \$11,948,833, including:

- **Base Bid:** \$10,577,385
- **Two Alternates:** \$285,190
- **10% Contingency:** \$1,086,258

Following the standard 75/25 cost-sharing model, the State of Illinois will cover \$8,961,625, and the District's updated share is \$2,987,208. Based on the bids received and pending final review by the Capital Development Board, an additional \$567,583 must be placed in trust for the project to proceed.

### **2. FCC Athletic Conditioning Facility – Revised Construction Budget**

Planning continues for the Athletic Conditioning Facility at Frontier Community College, and to meet programming needs—including space for a regulation NJCAA basketball court—the construction budget must be increased from \$5.1 million to \$5.5 million, representing approximately a \$400,000 increase.

This adjustment follows the District's transition from Hurst-Rosche to ADG of Mt. Carmel. The new firm required time to revisit programming and deliver revised concepts aligned with project goals and community support.

The FCC Foundation has already raised \$700,000 toward this project, with additional fundraising efforts underway. Reducing the size or scope of the facility at this point would undermine both programmatic integrity and donor confidence.

Drawing on lessons from other capital projects, I recommend proceeding now with the revised budget to avoid:

1. Delays and additional A/E fees
2. Loss of key functional space
3. Inflationary cost erosion—particularly in steel and HVAC components

Both budget adjustments—the **\$567,583 for LTC** and approximately **\$400,000 for FCC**—will be covered through proceeds from the District’s upcoming bond issuance and local fundraising efforts. These adjustments reflect anticipated costs and allow the projects to proceed without delay or redesign.

I respectfully request that the Board authorize modifications to the construction budgets of both projects as discussed and authorize the administration to place an additional \$657,583 in trust for the CDB project at LTC.

**Attachments:**

- Trust Agreement Amendment – LTC Technology Center

**RG**

This Amendment to that certain Trust Agreement, hereinafter called Trust Agreement dated October 20, 2020, entered into by and between the Illinois Eastern Community College whose address is 233 E Chestnut Street, Olney, IL 62450 hereinafter called the USING EDUCATIONAL AGENCY, and First National Bank in Olney, hereinafter called BANK.

WITNESSETH

WHEREAS the USING EDUCATIONAL AGENCY has entered into a Trust Agreement for the purpose of depositing two million seven hundred ninety thousand dollars (\$2,790,000) with BANK as its required contribution to the project known as Capital Development Board (State of Illinois) Project No. 810-040-007 hereinafter called Project, and

WHEREAS the required contribution to the PROJECT by the USING EDUCATIONAL AGENCY has been increased.

NOW THEREFORE, the TRUST AGREEMENT is hereby amended by adding paragraphs as follows:

“11. That the USING EDUCATIONAL AGENCY does simultaneously with the execution hereof deposit with BANK additional funds totaling five hundred sixty-seven thousand five hundred eighty-three dollars (\$567,583) raising the total contribution to three million three hundred fifty-seven thousand five hundred eighty-three dollars (\$3,357,583).

“12. That the funds so deposited with the BANK shall be part of the contribution and shall be held by the BANK in trust according to the terms of TRUST AGREEMENT and any amendments thereto.”

IN WITNESS WHEREOF the parties have hereunder set their hand and seals this day \_\_\_\_\_.

**USING EDUCATIONAL AGENCY**

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

\_\_\_\_\_  
Phone Number (Seal)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

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

\_\_\_\_\_  
Title

**BANK**

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

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

ATTEST:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Acknowledgement of Receipts of Funds in the  
Amount of \$ \_\_\_\_\_

\_\_\_\_\_  
Printed Name/Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Joel Meints

Administrator of Fiscal Management  
CAPITAL DEVELOPMENT BOARD

**ILLINOIS EASTERN COMMUNITY COLLEGES  
DISTRICT #529**

**TREASURER'S REPORT  
February 28, 2025**

<b>FUND</b>	<b>BALANCE</b>
<b>Educational</b>	<b>\$ 9,644,719.90</b>
<b>Operations &amp; Maintenance</b>	<b>1,236,446.03</b>
<b>Operations &amp; Maintenance (Restricted)</b>	<b>2,771,221.20</b>
<b>Bond &amp; Interest</b>	<b>393,436.14</b>
<b>Auxiliary</b>	<b>141,754.70</b>
<b>Restricted Purposes</b>	<b>5,095.65</b>
<b>Working Cash</b>	<b>733,518.02</b>
<b>Trust &amp; Agency</b>	<b>575,472.72</b>
<b>Audit</b>	<b>(302.76)</b>
<b>Liability, Protection &amp; Settlement</b>	<b>612,514.37</b>
<b>TOTAL ALL FUNDS</b>	<b><u>\$ 16,113,875.97</u></b>

Respectfully submitted,

Ryan Hawkins, Treasurer

Illinois Eastern Community Colleges  
Balance Sheets - All Funds (Unaudited)  
February 28, 2025

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
<b>ASSETS</b>						
Cash	\$ 9,671,020	\$ 1,236,446	\$ 2,771,221	\$ 393,436	\$ 162,255	\$ 5,096
Investments	8,864,138	2,785,868	6,601,703	-	3,432,591	-
Accounts Receivable	651,572	89,222	-	-	284,596	-
Other Receivables	542,829	69	15,553	-	4,023	40,638
Restricted Cash	-	-	4,614,304	-	-	-
Inventory	-	-	-	-	625,408	-
Other Assets	115,015	-	-	-	-	479,659
Due From Other Funds	-	-	-	-	-	-
Total Assets	<u>\$ 19,844,574</u>	<u>\$ 4,111,605</u>	<u>\$ 14,002,781</u>	<u>\$ 393,436</u>	<u>\$ 4,508,873</u>	<u>\$ 525,393</u>
<b>LIABILITIES</b>						
Accounts Payable	\$ (4,802)	\$ 5,211	\$ -	\$ -	\$ (1,236)	\$ 1,596
Accrued Payroll Liabilities	275,151	-	-	-	-	-
Other Accrued Liabilities	92,822	-	25,664	-	44,758	400
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	<u>363,171</u>	<u>5,211</u>	<u>25,664</u>	<u>-</u>	<u>43,522</u>	<u>1,996</u>
<b>FUND BALANCES</b>						
Non-Spendable	-	-	-	-	625,408	-
Restricted						
Board Designated	11,325,108	1,411,544	-	-	-	-
Other Purposes	-	2,179,732	10,954,629	393,436	-	-
Encumbered	6,313,999	515,118	3,022,488	-	1,170,448	567,723
Unassigned	1,842,296	-	-	-	2,669,495	(44,326)
Total Fund Balances	<u>19,481,403</u>	<u>4,106,394</u>	<u>13,977,117</u>	<u>393,436</u>	<u>4,465,351</u>	<u>523,397</u>
Total Liabilities and Fund Balances	<u>\$ 19,844,574</u>	<u>\$ 4,111,605</u>	<u>\$ 14,002,781</u>	<u>\$ 393,436</u>	<u>\$ 4,508,873</u>	<u>\$ 525,393</u>

Illinois Eastern Community Colleges  
Balance Sheets - All Funds (Unaudited)  
February 28, 2025

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
<b>ASSETS</b>					
Cash	\$ 733,518	\$ 575,473	\$ (303)	\$ 612,514	\$ 16,160,676
Investments	5,569,379	-	-	-	27,253,679
Accounts Receivable	-	-	-	-	1,025,390
Other Receivables	69,619	41,504	-	-	714,235
Restricted Cash	-	-	-	-	4,614,304
Inventory	-	-	-	-	625,408
Other Assets	-	-	-	-	594,674
Due From Other Funds	-	-	-	-	-
Total Assets	<u>\$ 6,372,516</u>	<u>\$ 616,977</u>	<u>\$ (303)</u>	<u>\$ 612,514</u>	<u>\$ 50,988,366</u>
<b>LIABILITIES</b>					
Accounts Payable	\$ -	\$ -	\$ -	\$ (809)	\$ (40)
Accrued Payroll Liabilities	-	-	-	-	275,151
Other Accrued Liabilities	-	-	-	1,452	165,096
Due to Other Funds	-	-	-	-	-
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>643</u>	<u>440,207</u>
<b>FUND BALANCES</b>					
Non-Spendable	6,315,000	-	-	-	6,940,408
Restricted					
Board Designated	-	-	-	-	12,736,652
Other Purposes	57,516	614,410	-	605,968	14,805,691
Encumbered	-	2,567	-	5,903	11,598,246
Unassigned	-	-	(303)	-	4,467,162
Total Fund Balances	<u>6,372,516</u>	<u>616,977</u>	<u>(303)</u>	<u>611,871</u>	<u>50,548,159</u>
Total Liabilities and Fund Balances	<u>\$ 6,372,516</u>	<u>\$ 616,977</u>	<u>\$ (303)</u>	<u>\$ 612,514</u>	<u>\$ 50,988,366</u>

Illinois Eastern Community Colleges  
 Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)  
 For the Period Ended February 28, 2025

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
<b>REVENUES</b>						
Property Taxes	\$ 4,258,134	\$ 1,578,546	\$ 188,525	\$ 1,597,661	\$ -	\$ -
Replacement Taxes	-	420,831	-	-	-	-
ICCB Grants	9,519,658	-	118,841	-	-	621,797
Federal Grants	-	-	-	-	-	7,356,542
Tuition & Fees	11,286,799	889,123	-	-	182,025	-
Charges for Services	27,792	72,440	-	-	2,036,158	-
Interest	330,715	54,332	223,276	14,331	60,822	10,913
Other Revenues	88,270	302,548	34,002	-	159,511	82,000
Total Revenues	<u>25,511,368</u>	<u>3,317,820</u>	<u>564,644</u>	<u>1,611,992</u>	<u>2,438,516</u>	<u>8,071,252</u>
<b>EXPENDITURES</b>						
Payroll	10,034,217	844,145	-	-	1,476,662	1,211,202
Benefits	1,850,455	208,680	-	-	182,306	264,274
Contractual Services	1,153,597	348,194	148,055	-	333,815	360,914
Supplies	1,207,554	185,254	5,178	-	1,233,824	144,294
Travel	132,203	112	-	-	325,759	49,412
Fixed	41,903	36	-	1,575,724	162,628	306
Utilities	33,046	908,128	-	-	-	-
Capital Outlay	192,229	194,408	1,837,805	-	35,714	673,547
Other	117,636	580	-	-	65,871	1,240,281
Scholarships, Student Grants, & Waivers	4,626,867	-	-	-	242,127	4,693,052
Total Expenditures	<u>19,389,707</u>	<u>2,689,537</u>	<u>1,991,038</u>	<u>1,575,724</u>	<u>4,058,706</u>	<u>8,637,282</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>6,121,661</u>	<u>628,283</u>	<u>(1,426,394)</u>	<u>36,268</u>	<u>(1,620,190)</u>	<u>(566,030)</u>
<b>TRANSFERS</b>						
Net Transfers	(1,548,694)	10,000	-	-	1,538,694	-
Total Transfers	<u>(1,548,694)</u>	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>1,538,694</u>	<u>-</u>
Net Change in Fund Balance	<u>4,572,967</u>	<u>638,283</u>	<u>(1,426,394)</u>	<u>36,268</u>	<u>(81,496)</u>	<u>(566,030)</u>
Fund Balance - Beginning	14,908,436	3,468,111	15,403,511	357,168	4,546,847	1,089,427
Fund Balance - Ending	<u>\$ 19,481,403</u>	<u>\$ 4,106,394</u>	<u>\$ 13,977,117</u>	<u>\$ 393,436</u>	<u>\$ 4,465,351</u>	<u>\$ 523,397</u>

Illinois Eastern Community Colleges  
 Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)  
 For the Period Ended February 28, 2025

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
<b>REVENUES</b>					
Property Taxes	\$ -	\$ -	\$ 59,111	\$ 1,265,841	\$ 8,947,818
Replacement Taxes	-	-	-	-	420,831
ICCB Grants	-	-	-	-	10,260,296
Federal Grants	-	-	-	-	7,356,542
Tuition & Fees	-	-	-	-	12,357,947
Charges for Services	-	13,383	-	-	2,149,773
Interest	65,406	13,247	71	7,898	781,011
Other Revenues	-	471,564	-	1,428	1,139,323
Total Revenues	<u>65,406</u>	<u>498,194</u>	<u>59,182</u>	<u>1,275,167</u>	<u>43,413,541</u>
<b>EXPENDITURES</b>					
Payroll	-	-	-	-	13,566,226
Benefits	-	-	-	119,564	2,625,279
Contractual Services	-	5,805	60,100	349,279	2,759,759
Supplies	-	20,591	-	6,436	2,803,131
Travel	-	230	-	-	507,716
Fixed	-	-	-	534,203	2,314,800
Utilities	-	-	-	-	941,174
Capital Outlay	-	-	-	-	2,933,703
Other	-	(32,868)	-	3,380	1,394,880
Scholarships, Student Grants, & Waivers	-	439,024	-	-	10,001,070
Total Expenditures	<u>-</u>	<u>432,782</u>	<u>60,100</u>	<u>1,012,862</u>	<u>39,847,738</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>65,406</u>	<u>65,412</u>	<u>(918)</u>	<u>262,305</u>	<u>3,565,803</u>
<b>TRANSFERS</b>					
Net Transfers	-	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>65,406</u>	<u>65,412</u>	<u>(918)</u>	<u>262,305</u>	<u>3,565,803</u>
Fund Balance - Beginning	<u>6,307,110</u>	<u>551,565</u>	<u>615</u>	<u>349,566</u>	<u>46,982,356</u>
Fund Balance - Ending	<u>\$ 6,372,516</u>	<u>\$ 616,977</u>	<u>\$ (303)</u>	<u>\$ 611,871</u>	<u>\$ 50,548,159</u>

**ILLINOIS EASTERN COMMUNITY COLLEGES**  
**Comparative Combined Balance Sheets - All Funds**  
**February 28, 2025**

Unaudited

	<b>ALL FUNDS</b>	
	<b>Fiscal</b>	<b>Fiscal</b>
	<b>Year</b>	<b>Year</b>
	<b>2025</b>	<b>2024</b>
<b>ASSETS:</b>		
CASH	\$ 16,113,876	\$ 16,585,318
IMPREST FUND	21,300	21,300
CHECK CLEARING	25,500	25,500
CDB PROJECT TRUST	4,614,304	4,006,229
PREPAID EXPENSES	115,015	69,873
INVESTMENTS	27,253,679	30,985,682
RECEIVABLES	1,630,945	1,817,263
ACCRUED REVENUE	108,679	106,260
INTERFUND RECEIVABLES	-	-
INVENTORY	625,408	638,738
OTHER ASSETS	479,659	453,125
FIXED ASSETS (Net of Depr)	33,489,137	25,187,919
<b>TOTAL ASSETS AND OTHER DEBITS:</b>	<b>\$ 84,477,502</b>	<b>\$ 79,897,207</b>
<b>LIABILITIES:</b>		
PAYROLL DEDUCTIONS PAYABLE	\$ 276,604	\$ 2,366
ACCOUNTS PAYABLE	92,924	(2,954)
DEFERRED REVENUE	70,681	82,108
L-T DEBT GROUP (FUND 9)	7,343,497	8,600,237
OPEB (Prior Year Restated for GASB 75 Implementation)	6,280,647	5,856,409
OTHER LIABILITIES	-	-
<b>TOTAL LIABILITIES:</b>	<b>14,064,353</b>	<b>14,538,166</b>
<b>FUND BALANCES:</b>		
FUND BALANCE	38,949,910	42,238,428
INVESTMENT IN PLANT (Net of Depr)	33,489,137	25,187,919
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(13,624,144)	(14,456,646)
RESERVE FOR ENCUMBRANCES	11,598,246	12,389,340
<b>TOTAL EQUITY AND OTHER CREDITS</b>	<b>70,413,149</b>	<b>65,359,041</b>
<b>TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS</b>	<b>\$ 84,477,502</b>	<b>\$ 79,897,207</b>

**ILLINOIS EASTERN COMMUNITY COLLEGES  
OPERATING FUNDS ONLY  
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2023-2025**

College	Category	FISCAL YEAR 2023			FISCAL YEAR 2024			FISCAL YEAR 2025			% of Year
		Budget	Spent Thru February	% of Budget	Budget	Spent Thru February	% of Budget	Tentative Budget	Spent Thru February	% of Budget	
Frontier	Bills		\$ 524,713			\$ 512,113			\$ 532,285		
	Payroll		1,354,932			1,355,256			1,527,320		
	Waivers		583,307			609,713			375,969		
	Totals	\$ 3,873,183	2,462,952	64%	\$ 3,936,161	2,477,082	56%	\$ 4,523,243	2,435,574	54%	67%
Lincoln Trail	Bills		\$ 723,279			\$ 816,039			\$ 750,866		
	Payroll		1,443,081			1,398,796			1,626,314		
	Waivers		766,869			869,850			639,569		
	Totals	\$ 4,727,391	2,933,229	62%	\$ 4,542,114	3,084,685	63%	\$ 4,760,106	3,016,749	63%	67%
Olney Central	Bills		\$ 1,294,610			\$ 1,437,912			\$ 1,337,959		
	Payroll		2,837,718			2,731,399			2,864,240		
	Waivers		625,568			687,964			520,892		
	Totals	\$ 7,402,072	4,757,896	64%	\$ 7,643,937	4,857,275	57%	\$ 7,622,079	4,723,091	62%	67%
Wabash Valley	Bills		\$ 948,642			\$ 1,127,691			\$ 986,260		
	Payroll		1,955,944			1,828,044			1,946,666		
	Waivers		1,132,962			1,179,589			751,181		
	Totals	\$ 6,271,689	4,037,548	64%	\$ 5,915,330	4,135,324	64%	\$ 5,816,006	3,684,107	63%	67%
Workforce Educ.	Bills		\$ 127,303			\$ 132,920			\$ 146,574		
	Payroll		399,634			462,055			461,300		
	Waivers		1,071,364			1,318,752			1,359,781		
	Totals	\$ 2,761,446	1,598,301	58%	\$ 2,619,370	1,913,727	61%	\$ 2,740,542	1,967,655	72%	67%
District Wide	Bills		\$ 3,050,122			\$ 2,724,771			\$ 2,820,071		
	Payroll		2,184,082			2,680,796			2,452,522		
	Waivers		52,259			274,798			979,475		
	Totals	\$ 10,045,343	5,286,463	53%	\$ 9,824,759	5,680,365	58%	\$ 9,389,968	6,252,068	67%	67%
<b>GRAND TOTALS</b>		<b>\$ 35,081,124</b>	<b>\$ 21,076,389</b>	<b>60%</b>	<b>\$ 34,481,671</b>	<b>\$ 22,148,458</b>	<b>64%</b>	<b>\$ 34,851,944</b>	<b>\$ 22,079,244</b>	<b>63%</b>	<b>67%</b>

**ILLINOIS EASTERN COMMUNITY COLLEGES**  
**Operating Funds Revenues & Expenditures Report**  
**For the Period Ended February 28, 2025**

**Unaudited**

	FY 2025		FY 2024		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Property Taxes	\$ 5,836,680	20.25%	\$ 4,758,602	18.18%	\$ 1,078,078
Replacement Taxes	420,831	1.46%	648,506	1.93%	(227,675)	-35.108%
ICCB Grants	9,519,658	33.02%	9,717,923	30.55%	(198,265)	-2.040%
Tuition & Fees	12,175,922	42.23%	12,188,032	47.96%	(12,110)	-0.099%
Charges for Services	101,857	0.35%	107,852	0.30%	(5,995)	-5.559%
Interest	385,043	1.34%	356,928	0.80%	28,115	7.877%
Other Revenues	389,196	1.35%	92,092	0.27%	297,104	322.617%
	<u>\$ 28,829,187</u>	<u>100.00%</u>	<u>\$ 27,869,935</u>	<u>100.00%</u>	<u>\$ 959,252</u>	<u>3.442%</u>

**EXPENDITURES**

	FY 2025		FY 2024		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Salaries	\$ 10,878,362	49.27%	\$ 10,456,346	46.93%	\$ 422,016
Employee Benefits	2,059,135	9.33%	2,112,195	8.23%	(53,060)	-2.512%
Contractual Services	1,501,791	6.80%	1,703,716	7.66%	(201,925)	-11.852%
Materials	1,392,808	6.31%	1,304,265	6.03%	88,543	6.789%
Travel & Staff Development	132,315	0.60%	168,389	0.69%	(36,074)	-21.423%
Fixed Charges	41,939	0.19%	42,665	0.25%	(726)	-1.702%
Utilities	941,174	4.26%	939,159	3.78%	2,015	0.215%
Capital Outlay	386,637	1.75%	284,765	1.28%	101,872	35.774%
Other	4,745,083	21.49%	5,136,958	25.14%	(391,875)	-7.629%
	<u>\$ 22,079,244</u>	<u>100.00%</u>	<u>\$ 22,148,458</u>	<u>100.00%</u>	<u>\$ (69,214)</u>	<u>-0.313%</u>



# MEMORANDUM

**TO:** Board of Trustees

**FROM:** Ryan Gower

**DATE:** April 22, 2025

**RE:** Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the April Personnel Report. Additional information for items 400.1, 400.3, & 400.5 have been sent under separate confidential cover.

## **INDEX**

- 400.1. Employment of Personnel**
- 400.2. Approval of Contracts for College Presidents/Vice Chancellors**
- 400.3. Change in Status**
- 400.4. Approval of Faculty Voluntary Separation(s)**
- 400.5. Resignation Ratification(s)**

## **PERSONNEL REPORT**

### **400.1 Employment of Personnel**

#### **A. Administrative**

1. Dr. Cathy Robb, Vice Chancellor of Academic Affairs effective May 19, 2025

#### **B. Professional Non-Faculty, Exempt**

1. Chief Information Officer, District Office
2. Daniel Shugars, Head Women's Basketball Coach, LTC effective June 1, 2025
3. Grayson Flittner, Head Men's Basketball Coach, OCC effective April 28, 2025

#### **C. Classified, Non-Faculty, Exempt**

1. Tanara Ryden, TRIO Student Support Services Academic Advisor, OCC, Student Affairs effective April 28, 2025

### **400.2 Approval of Contracts for College Presidents/Vice Chancellors**

### **400.3 Change in Status**

1. Sharmila Kakac, Dean of Business & Industry to FCC President/Vice Chancellor of Business & Industry effective July 1, 2025

### **400.4 Approval of Faculty Voluntary Separation Incentive Plan Agreement(s)**

1. Curtis Allen Brown – Voluntary Separation effective May 8, 2025
2. Anne Hustad – Voluntary Separation effective July 31, 2025
3. Rob Mason – Voluntary Separation effective July 31, 2025
4. Anuradha Roy – Voluntary Separation effective July 31, 2025
5. Kristi Urfer – Voluntary Separation effective May 31, 2025
6. Juliana James – Voluntary Separation effective May 31, 2025
7. Reno Bemont – Voluntary Separation effective July 31, 2025

### **400.5 Resignation Ratification(s)**

1. Luke Scheidecker, Head Women's Basketball Coach, WVC effective April 11, 2025

## MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower, Chancellor  
DATE: April 22, 2025  
RE: Ratification of Collective Bargaining Agreement with the Illinois Eastern Community Colleges Education Association (IECCEA)

I respectfully request the Board approve the Tentative Agreement reached between the District and the Illinois Eastern Community Colleges Education Association (IECCEA). This Agreement covers September 1, 2023 and ending August 31, 2026.

The new Agreement is the result of a lengthy and difficult negotiation process. I want to express my appreciation to members of both bargaining teams, the federal mediator, and IECC's legal counsel for their hard work throughout this process.

While the tentative agreements that outline the specific changes section by section have previously been shared with the Board, I would like to briefly summarize the most significant changes:

- **Compensation:** Increases to overload pay and summer pay rates are phased in over the three-year term, with clearly defined steps. Additionally, a new tiered system has been established for individualized music instruction. We have made significant strides to bring these compensation rates in line with regional peers.
- **Faculty Rank:** The academic rank system has been streamlined, and eligibility criteria have been clarified, including equivalency standards for Career and Technical Education faculty.
- **Committee Work:** Language was added to establish guidelines for stipends and release time related to extracurricular and non-instructional duties. These assignments are now clearly documented in an appendix to the Agreement.
- **Outside Employment:** Provisions were updated to require faculty to notify the Board 21 days in advance of secondary employment. This language improves transparency and aligns with best practices.

- **Professional Rights:** Modifications were made to strengthen protections for due process and representation consistent with applicable state and federal law.

In total, the Agreement reflects an appropriate balance between the operational needs of the District and the interests of our faculty. It affirms our shared commitment to student success, academic excellence, and responsible fiscal management.

I respectfully recommend that the Board adopt the new 2023-2026 Faculty Collective Bargaining Agreement as presented.

RG

Attachment was sent under separate cover to the IECC Board of Trustees.

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Ryan Gower, Chancellor  
**DATE:** April 22, 2025  
**RE:** Consideration of Memorandum of Agreement – Joint Faculty Evaluation Committee

During the most recent mediated collective bargaining session between the administration and the Illinois Eastern Community Colleges Education Association (IECCEA), both parties worked collaboratively to draft two Memoranda of Agreement (MOAs), including one addressing the establishment of a Faculty Evaluation Advisory Committee (FEAC).

At the table, consensus appeared to have been reached on language for these MOAs. However, the final version of the MOA related to the establishment of this committee—and subsequently presented to the Association's membership for approval—was substantially reworked from what was developed during negotiations. These revisions were shared with the administration with little advance notice, and no opportunity was provided for further dialogue or clarification prior to their distribution to faculty for ratification.

The administration supports the creation of a Faculty Evaluation Advisory Committee in principle and believes that an advisory committee can provide valuable insight and input into evaluation practices. **However, it is the position of the administration and our legal counsel that the language contained in the MOA as presented for Board consideration significantly erodes management rights granted to the District under the Illinois Public Community College Act and relevant case law.**

While we do not support its adoption in its current form, we recognize the importance of the issue and remain open to reengaging in good-faith discussions that preserve both collaborative input and statutory governance authority.

I ask the Board to take an up/down vote on the Memorandum of Agreement on the Joint Faculty Evaluation Committee as submitted by the IECCEA.

RG

Attachments: MOA – Joint Faculty Evaluation Committee (As developed exclusively by the IECCEA)

MOA - Faculty Evaluation Advisory Committee (As developed by both IECCEA and Administration during mediated negotiation sessions)

## **MEMORANDUM OF AGREEMENT**

The Memorandum of Agreement (“Agreement”) is entered into by the Board of Trustees of Illinois Eastern Community Colleges, District No. 529 (“IECC”) and the Illinois Eastern Community Colleges Education Association (“Association”).

### **The Joint Faculty Evaluation Committee (JFEC)**

The Illinois Eastern Community Colleges (IECC) and the Illinois Eastern Community Colleges Education Association (Association) agree to create a Joint Faculty Evaluation Committee (JFEC) of equal representatives of IECC and the Association. The parties also agree to the importance of a meaningful, relevant and objective faculty evaluation plan which encompasses a clear process of assessing faculty on the instructional and professional skills of his/her job description and duties using an objective criterion, evaluative instruments & tools, procedures, timelines and that fosters and embodies professional growth and continual learning to enhance instructional delivery and effectiveness.

To facilitate and accomplish this endeavor, the parties agree to establish and use a Joint Faculty Evaluation Committee (JFEC) that will review and analyze the current faculty evaluation plan, its instruments and tools, procedures, timelines, etc. in order to modify and update the plan and its respective process, procedures, etc. for the purpose of relevancy, instructional performance, professional growth, continual learning of faculty’s respective job duties and responsibilities of the job description.

The Joint Faculty Evaluation Committee (JFEC):

1. The IECC and Association shall have a joint evaluation committee of eight members that are comprised of four (4) full-time faculty members and/or officers, and four (4) IECC administrators. Each of the respective parties shall select its own representatives and provide said names to the other party within two weeks after the ratification/adoption of the successor agreement.
2. This joint faculty evaluation committee will be established to review and bring the current evaluation plan up to date as stipulated above in addition to its process, procedures, instruments/tools, and all related matter to provide constructive critique of faculty for the purpose and intent of professional growth or enhancement of a faculty member’s instructional and professional skills of his/her job description and duties.
3. IECC and the Association agree to meet within one (1) month of the ratification/adoption of the agreement by the respective parties, to review, update and modernize the current faculty evaluation plan, its process, procedures, and instruments/tools of evaluating faculty for an effective evaluation process that fosters professional growth, continual learning, relevancy and transparency, and supports collaborative relationships and constructive assessment or critique of faculty.
4. The committee shall complete the modernization of the evaluation plan inclusive of its process, procedures, instruments & tools, etc., within six (6) months from the first day of its meeting or earlier.

5. Upon completion of the joint evaluation committee’s work, the final altered evaluation plan inclusive of its process, instrument and tools, procedures, timelines, etc. for full-time faculty shall be provided to the respective bargaining teams for review of concurrence or the parties will bargain said plan during successor negotiations. If there is concurrence of the modified Faculty Evaluation Plan between the respective parties of the committee’s work, the parties shall ratify/adopt the plan for faculty orientation and implementation in the subsequent academic school year.
6. Upon concurrence between the parties or tentative agreement reached during successor negotiations regarding the Faculty Evaluations plan and all related procedures, timelines, documents, etc., shall be subject to all the terms and provisions of the collective bargaining agreement and included as such.
7. Thereafter, the Joint Faculty Evaluation Committee will meet annually to review, assess, determine & devise modifications or changes to Faculty Evaluations Plan, if needed, to provide to the respective parties for successor negotiations at least ninety (90) calendar days prior to the end of the spring academic semester.
8. This Memorandum of Agreement is subject to all of the terms and provisions of the 2023-2026 Collective Bargaining Agreement.

**Effective Date.** This Agreement will take effect upon the ratification and adoption of the Collective Bargaining Agreement and signatures of the respective parties, the IECC Education Association and IECC Board of Trustees.

This agreement hereby dated and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
 Ryan Gower                      Date  
 IECC Chancellor on behalf of  
 The Board of Trustees of Illinois Eastern  
 Community Colleges, District No. 529

Nixie Hnetkovsky              Date  
 IECCEA President  
 Illinois Eastern Community Colleges  
 Education Association

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## MEMORANDUM OF AGREEMENT

The Memorandum of Agreement (“Agreement”) is entered into by the Board of Trustees of Illinois Eastern Community Colleges, District No. 529 (“IECC”) and the Illinois Eastern Community Colleges Education Association (“Association”).

### **Distance Learning Education Committee (DLEC)**

The Illinois Eastern Community Colleges (IECC) and the Illinois Eastern Community Colleges Education Association (IECCEA) agree to convene a Distance Learning Education Committee (DLEC) within one (1) month of the ratification of this agreement. The purpose of the committee is to review and provide advisory input on matters related to distance learning education.

To facilitate ongoing dialogue and continuous improvement, the parties agree that DLEC will serve a consultative role to review and provide recommendations regarding distance learning, procedures, and tools. This committee will meet at least once annually.

The DLEC’s role is strictly advisory to the negotiating teams of IECC and IECCEA. It shall develop a non-binding report outlining potential strategies and best practices for distance learning at IECC. The committee shall complete its report no later than six (6) months prior to the expiration of the current contract and submit it to the respective bargaining teams for informational purposes only. The final decision regarding any contractual language related to distance learning shall be determined solely through the collective bargaining process.

The DLEC shall consist of eight (8) members, with four (4) full-time faculty members or officers selected by IECCEA and four (4) administrators selected by IECC.

Following the submission of its initial report, the DLEC shall continue to meet at least once annually, at the request of either party, to review the evolving landscape of distance education and discuss potential refinements and make recommendations for day-to-day improvements to operations. Input from the committee shall be considered non-binding and advisory only and will be provided in a formal report prior to the midterm of the Spring semester.

A cumulative report will be provided to the respective bargaining teams to serve as a reference point for future negotiations no later than 6 months before the expiration of the contract.

**Effective Date.** This Agreement will take effect upon the signature of both the Association and IECC representatives upon ratification of the Collective Bargaining Agreement.

**Expiration Date:** This Memorandum of Agreement expires on August 31, 2026. Any successor MOA can be negotiated with the mutual agreement of the parties after this date.

**Savings Clause.** Should any part of this Agreement be declared illegal or invalid by a court of competent jurisdiction, or by reason of any existing or subsequently enacted legislation, all other provisions of this Agreement shall remain in full force and effect.

**Non-Precedential Nature of the Agreement.** The parties agree that this Agreement will be non-precedential in all respects and does not constitute or create a “past practice.”

By signing below, the parties agree to the terms of this Agreement.

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Board of Trustees of Illinois Eastern  
Community Colleges, District No. 529  
By: Ryan Gower

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Illinois Eastern Community Colleges  
Education Association  
By: Nixie Hnetkovsky

## MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Ryan Gower, Chancellor  
**DATE:** April 22, 2025  
**RE:** Consideration of Memorandum of Agreement – Distance Learning Education Committee

During the most recent mediated collective bargaining session between the administration and the Illinois Eastern Community Colleges Education Association (IECCEA), both parties worked collaboratively to draft several Memoranda of Agreement (MOAs), including one addressing the creation of a Distance Education Advisory Committee.

At the table, consensus was reached on mutually acceptable language that balanced faculty input with the administration's need to preserve academic and operational oversight. However, following those discussions, the Association independently developed and presented an alternative MOA titled *Distance Learning Education Committee* to its membership for approval—without providing the administration meaningful opportunity to review or respond to the new language prior to ratification.

The administration supports the formation of a Distance Education Advisory Committee, as collaboratively developed and outlined in our tentative agreement and the attached MOA. We believe a well-structured advisory body can play a meaningful role in supporting instructional quality, course design integrity, and student learning in online and hybrid modalities. **However, the version developed solely by the IECCEA contains provisions that, in the opinion of the administration and our legal counsel, significantly undermine the District's statutory management rights.** The administration does not support its adoption in its current form but remains open to further good-faith dialogue on this important matter.

As such, I ask the Board to take an up/down vote on the MOA titled *Distance Learning Education Committee*, as submitted by the IECCEA.

**RG**

### **Attachments:**

- MOA – Distance Learning Education Committee (As developed exclusively by the IECCEA)
- MOA – Distance Education Advisory Committee (As jointly developed by IECCEA and the Administration)

# **MEMORANDUM OF AGREEMENT**

## **Distance Learning Education**

The Memorandum of Agreement (“Agreement”) is entered into by the Board of Trustees of Illinois Eastern Community Colleges, District No. 529 (“IECC” or the “Board”) and the Illinois Eastern Community Colleges Education Association (“Association”).

IECC and the Association are parties to a collective bargaining agreement which defines the wages, hours, terms, and working conditions for fulltime faculty members; and

Consistent with IECC policies, the primary modality for delivery of (educational) instruction of courses shall be in-person classroom/lab instruction. However, IECC and the Association agreed to the supplemental secondary modality of instruction that is called “Distance Learning Education,” which includes online/virtual, hybrid and asynchronous.

In the effort to address the challenges and obstacles of Distance Learning Education concerning faculty workload, faculty covered work, course instructional & curriculum planning or development, and the modalities of instruction, etc., the parties agreed to create a joint workgroup, Joint Distance Learning Education Committee (JDLEC), of equal representation of the respective parties to develop a framework system or process to remedy or solve issues and hindrances concerning distance learning education and the working conditions of faculty.

The work of the joint committee will involve developing an equitable, standard process, criterion, parameters, and other factors or variables used to determine when the secondary modality of instruction for distance learning will be implemented to insure equity in workload, compensation, and other working conditions plus the use, accessibility and adequate technological infrastructure & the equipment, software and IECC approved platforms, and the necessary resources for faculty’s use. The Joint DLEC shall also review and assess the evolving landscape of distance learning education, and the current system used for implementation of distance learning at IECC.

### **Joint Distance Learning Education Committee (JDLEC)**

The Joint Distance Learning Education Committee (JDLEC):

1. The IECC and Association shall have a joint distance learning education committee of equal representation of eight members that is comprised of four (4) full-time faculty representatives, and four (4) IECC administrators. Each of the respective parties shall select its own representatives and provide said names to the other party within two weeks after the ratification/adoption of the successor agreement.
2. This JDLEC will be established to review and assess the current implemented plan of distant learning education, if any, so as to establish, develop, and/or modify a plan inclusive of its process, procedures, technology and its equipment, software and criterion. The Committee’s work will also encompass the development of a standard, demonstrable procedure/s with criterion and parameters concerning course offerings, equitable workload, fair and evenhanded election of faculty course teaching assignment/s including but not limited to the respective planning, development, modalities of instruction, and all related concerns and matters of distance learning education.

3. IECC and the Association agree to meet within one (1) month of the ratification/adoption of the agreement by the respective parties, to review, assess, the current distance learning education system of its processes/procedures, criterion and parameters used in the overall application of the distance learning education system and the recent changes, in order to create, develop or modify the current process to a standardized assessable system.
4. The Joint DLEC shall complete its charge as stated above inclusive of its processes/procedures, parameters, criterion, etc., of within six (6) months from the first day of its meeting or earlier.
5. Upon completion of the Joint DLEC's work, the final altered evaluation plan inclusive of its process, instrument and tools, procedures, timelines, etc. for full-time faculty shall be provided to the respective bargaining teams for review of concurrence or the parties will bargain said plan during successor negotiations. If there is concurrence regarding the Distance Learning Education plan between the respective parties of the committee's work, the parties shall ratify/adopt the plan for faculty orientation and IECC implementation in the subsequent academic school semester or academic school year.
6. Upon concurrence between the parties or tentative agreement reached during successor negotiations regarding the Distance Learning Education plan and all related procedures, timelines, documents, etc., shall be subject to all the terms and provisions of the collective bargaining agreement and included as such (e.g., Appendix, etc.).
7. Thereafter, the Joint Distance Learning Education Committee will meet annually to review, assess, determine & devise modifications or changes to the Plan, if needed, to provide the compilation of revisions to the respective parties for successor negotiations at least ninety (90) calendar days prior to the end of the spring academic semester.
8. This Memorandum of Agreement is subject to all of the terms and provisions of the Collective Bargaining Agreement.
9. **Effective Date.** This Agreement will take effect upon the ratification and adoption of the Collective Bargaining Agreement and signatures of the respective parties, the IECC Education Association and IECC Board of Trustees.

This agreement hereby dated and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

_____		_____	
Ryan Gower	Date	Nixie Hnetkovsky	Date
IECC Chancellor on behalf of The Board of Trustees of Illinois Eastern Community Colleges, District No. 529		IECCEA President Illinois Eastern Community Colleges Education Association	

## MEMORANDUM OF AGREEMENT

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### **Distance Learning Education Committee (DLEC)**

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To facilitate ongoing dialogue and continuous improvement, the parties agree that DLEC will serve a consultative role to review and provide recommendations regarding distance learning, procedures, and tools. This committee will meet at least once annually.

The DLEC’s role is strictly advisory to the negotiating teams of IECC and IECCEA. It shall develop a non-binding report outlining potential strategies and best practices for distance learning at IECC. The committee shall complete its report no later than six (6) months prior to the expiration of the current contract and submit it to the respective bargaining teams for informational purposes only. The final decision regarding any contractual language related to distance learning shall be determined solely through the collective bargaining process.

The DLEC shall consist of eight (8) members, with four (4) full-time faculty members or officers selected by IECCEA and four (4) administrators selected by IECC.

Following the submission of its initial report, the DLEC shall continue to meet at least once annually, at the request of either party, to review the evolving landscape of distance education and discuss potential refinements and make recommendations for day-to-day improvements to operations. Input from the committee shall be considered non-binding and advisory only and will be provided in a formal report prior to the midterm of the Spring semester.

A cumulative report will be provided to the respective bargaining teams to serve as a reference point for future negotiations no later than 6 months before the expiration of the contract.

**Effective Date.** This Agreement will take effect upon the signature of both the Association and IECC representatives upon ratification of the Collective Bargaining Agreement.

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By signing below, the parties agree to the terms of this Agreement.

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Board of Trustees of Illinois Eastern  
Community Colleges, District No. 529  
By: Ryan Gower

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Illinois Eastern Community Colleges  
Education Association  
By: Nixie Hnetkovsky