

**REGULAR MEETING OF THE BOARD OF TRUSTEES
HEARTLAND COMMUNITY COLLEGE
Community College Building Room 1407
June 15, 2021
6:00pm**

AGENDA

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Adopt Agenda
4. Public Comment
5. President's Report
 - 5.1. Articulation Agreement with Lincoln College
 - 5.2. College Spotlight: Project RISE - 20 Years of Inclusive Excellence/Equity, Diversity and Inclusion
 - 5.3. Cyber Security Assessment Report
 - 5.4. Undergraduate Credit Enrollment Summer 2021 Census Day
 - 5.5. Cabinet Reports (Oral)
6. Financial
 - 6.1. Finance Committee (Oral)
 - 6.2. Finance and Administration (Oral)
 - 6.3. Tentative Budget FY22 Presentation (Oral)
 - 6.4. Access Security Control Panel (Oral)
7. Trustee Reports
 - 7.1. ICCTA (Oral)
 - 7.2. Student Trustee (Oral)
 - 7.3. Board Development Retreat July 20, 2021 (Oral)
 - 7.4. Calendar of Upcoming Events
8. Consent Agenda Action Items
 - 8.1. Approval of Bills
 - 8.2. Minutes: Regular Meeting May 18, 2021
 - 8.3. Prevailing Wage
 - 8.4. Connect Transit Universal Access Service Agreement July-December 2021
 - 8.5. Follett Higher Education Group, Inc. (Bookstore) Contract Extension FY2022
 - 8.6. Transfer Resolutions FY21
 - 8.7. Electric Vehicle/Energy Storage (EVES) Manufacturing Training Academy Warehouse Lease
9. Non-Personnel Action Items
 - 9.1. Tentative Budget FY22
 - 9.2. RAMP Capital Request FY23
 - 9.2.1. Agriculture Building/Complex
 - 9.2.2. Career and Technical Education Building
 - 9.3. Innovative Classrooms Project
 - 9.4. Access Security Control Project
10. Personnel Action Items
 - 10.1. Monthly Personnel Action Items
 - 10.2. Adjunct Faculty Promotions
 - 10.3. Employee Compensation FY22
 - 10.4. Three-Year Extension of Employment Agreement Effective July 1, 2021 to June 30, 2024 for Keith Cornille, President, Annual Base Compensation \$228,833
 - 10.5. Employment Contracts Effective July 1, 2021, Continuing Through the First to Occur of Separation of Service or June 30, 2022
 - 10.5.1 Richard R. Pearce, Provost/VP, Academic Affairs, Annual Base Compensation of \$160,186
 - 10.5.2 Sarah Diel-Hunt, VP, Enrollment & Student Services, Annual Base Compensation of \$143,620
 - 10.5.3 Kelli Tillery Hill, VP, External Relations, Annual Base Compensation of \$146,139
 - 10.5.4 Letisha Trepac, VP, Finance and Administration, Annual Base Compensation of \$143,620
11. Adjournment

**HEARTLAND COMMUNITY COLLEGE
EMPLOYMENT AGREEMENT
PRESIDENT**

For and in consideration of the promises and covenants hereinafter set forth, the **Board of Trustees of Community College District No. 540, Counties of DeWitt, Ford, Livingston, Logan, McLean, and Tazewell, State of Illinois** ("Board") and **Keith Cornille, Ed.D.**, ("Cornille") do hereby agree that:

1. **EMPLOYMENT:** The Board shall employ Cornille as President of Heartland Community College ("College") for a term commencing effective July 1, 2021 and continuing through June 30, 2024. In such capacity, Cornille shall be the chief executive and administrative officer of the College and the professional advisor to the Board on all matters relating to the College. He shall implement Board directives and initiatives and shall perform such duties and services as are required by law and/or as set forth in the Board policy manual and job description for the position of President (as now in effect or hereafter amended from time to time). Cornille shall also perform such other or different duties as the Board may assign from time to time, provided that such duties shall be of a nature consistent with the duties of a president or chief administrative officer of a community college or similar institution.
2. **COMPENSATION:**
 - a. Base Salary: During the term commencing July 1, 2021 and ending June 30, 2022, the Board shall pay Cornille a base salary of \$228,833. During the term commencing July 1, 2022 and ending June 30, 2023, the Board shall pay Cornille a base salary of \$232,316. During the term

commencing July 1, 2023 and ending June 30, 2024, the Board shall pay Cornille a base salary of \$235,801. Base salary for any partial term of service hereunder shall be prorated. Base salary shall be paid bi-weekly in accordance with the payroll schedule that shall apply to other full-time administrators of the College.

3. **STATE UNIVERSITIES RETIREMENT SYSTEM (“SURS”) RETIREMENT**

CONTRIBUTIONS: Cornille shall be entitled to the retirement, retirement insurance, and disability benefits provided by SURS.

4. **BENEFITS:**

- a. Cornille shall be entitled to 22 paid vacation days per fiscal year, which vacation leave may accumulate to a maximum of 56 days during the term of this contract. Unused vacation leave in excess of said 56 days shall be forfeited. During the term hereof Cornille shall give reasonable notice to the Chair of the Board if he intends to be absent from his duties or from the District for more than 3 consecutive days.
- b. Cornille shall be awarded 12 sick days per fiscal year, which sick days shall accumulate without limitation.
- c. Cornille shall, at Board expense, be provided with the same health, vision, and dental insurance coverage benefits as are available to other full-time administrators of the College.
- d. Cornille shall, at Board expense, be provided with term life insurance coverage in a beneficial amount that shall not be less than two times Cornille's base annual salary.

- f. During the first year hereunder, the Board shall pay up to \$5,000.00 toward Cornille's comprehensive physical examination to be performed at the Mayo Clinic, and Cornille shall provide the Chair with a copy of the Mayo Clinic's examination report. Thereafter, the Board may require Cornille to verify his fitness to perform the essential duties as President, and Cornille shall submit to such physical examinations as provided under the terms of the College's health insurance plan.
- g. During the term hereof, the Board shall pay up to \$2,700.00 annually towards the cost of long-term care insurance coverage purchased by Cornille.

5. **EXPENSES:**

- a. Cornille shall be reimbursed for all expenses reasonably and necessarily incurred in the performance of his duties as President of the College and shall be provided with an institutional credit card, computer, and cell phone to facilitate College business.
- b. Cornille shall be paid an automobile allowance of \$900.00 per month, such allowance to be paid bi-weekly with base compensation payments. In addition, the Board shall pay for gasoline and oil charges incurred in the performance of Cornille's duties as President.
- c. Cornille shall maintain his primary residence within the borders of Community College District #540 for the duration of this Agreement.

6. **PERFORMANCE EVALUATION:** The Board shall evaluate and assess in writing Cornille's performance as President on or about March 15 of each year

during the term of this Agreement, and Cornille shall have the right to make written response to each such evaluation and assessment. In connection with each such annual evaluation and assessment, Cornille shall prepare a self-evaluation which shall articulate his goals and priorities for the upcoming year. Upon the completion of the Board's evaluation of Cornille's performance and Cornille's self-evaluation, the Board shall schedule a meeting with Cornille to discuss the evaluation, salary/benefits adjustment, and any recommendations for improvement.

7. **TERMINATION:** This Agreement shall terminate upon the expiration of its term and shall be subject to early termination upon the following circumstances:
- a. Mutual written consent of the parties.
 - b. Cornille's death.
 - c. Cornille's disability, as determined by Cornille's eligibility to receive SURS' disability benefits.
 - d. Discharge for just cause, which shall include, but not be limited to, Cornille's failure to perform in accordance with the terms of this Agreement, illegal or immoral conduct, failure to comply with Board policies applicable to the performance and/or conduct of the President or conduct that is detrimental to the best interests of the College. Prior to discharge for just cause Cornille shall have the right to service of written charges, notice of hearing, and a hearing before the Board. Cornille may elect to be accompanied by counsel at any such hearing, in which event counsel expenses shall be paid by Cornille.

8. MISCELLANEOUS PROVISIONS:

- a. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, and jurisdiction and venue of any legal proceedings arising under this Agreement shall be in McLean County, Illinois.
- b. Any notices required or permitted hereunder shall be in writing and shall be personally delivered to the Chair or Secretary of the Board or to Cornille, as the case may be. In the alternative, notice may be given by registered or certified mail, return receipt requested.
- c. This Agreement represents the entire understanding of the parties in respect to the employment of Cornille, and any prior oral or written representations, understandings, or agreements are merged herein and shall be of no force or effect unless contained in this Agreement.
- d. If any term, condition, or provision of this Agreement shall be declared to be invalid by a court of law, such declaration shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.
- e. Time is of the essence in respect to all provisions hereof.
- f. It is expressly acknowledged that Cornille shall not attain tenure as an employee of the Board under this Agreement.
- g. Neither party may assign this contract or any portion thereof, and no amendment to this contract shall be effective unless set forth in writing and executed by the parties hereto.

IN WITNESS WHEREOF, the Board and Cornille have executed this Agreement
in duplicate to take effect as of July 1, 2021.

**Board of Trustees of Community
College District No. 540, Counties of
DeWitt, Ford, Livingston, Logan,
McLean, and Tazewell, State of Illinois**

By: _____
Jeff Flessner, Chair

_____ Keith Cornille, Ed.D.

Attest: _____

Date: _____

Date: _____

**HEARTLAND COMMUNITY COLLEGE
EMPLOYMENT CONTRACT**

This Employment Contract is made and entered into in Normal, Illinois by and between the **Board of Trustees of Heartland Community College District No. 540, Counties of DeWitt, Ford, Livingston, Logan, McLean, Tazewell, State of Illinois** (“Board”) and **Richard R. Pearce** as Provost/Vice President Academic Affairs, of Heartland Community College (“Appointee”).

WITNESSETH, the parties hereto agree that:

**SECTION
ONE TERM**

In consideration of the mutual promises and agreements herein contained, Board hereby appoints and employs, and Richard R. Pearce hereby accepts appointment and employment as Provost/Vice President Academic Affairs, of Heartland Community College District No. 540, commencing at 12:01 a.m. on July 1, 2021, and terminating at midnight on June 30, 2022, unless earlier terminated as herein provided.

**SECTION TWO
DUTIES**

This contract is for such services as may be assigned according to the job description. The Appointee agrees that he or she may be reassigned to other positions within his or her professional-educational qualifications. The Appointee hereby agrees to faithfully perform and discharge all duties assigned to the Appointee by the President to the satisfaction of the Board.

**SECTION THREE
COMPENSATION AND
BENEFITS**

Compensation shall be as follows:

- 1) Salary. For the period of July 1, 2021, through and including June 30, 2022, the Board shall pay the Appointee in bi-weekly installments and on a pro rata basis an annual base salary of One Hundred Sixty Thousand One Hundred Eighty Six Dollars and Zero Cents (\$160,186.00).

During the term hereof, the President of Heartland Community College shall evaluate the Appointee considering assigned duties, overall performance, annual goals/objectives, and established expectations. Such evaluation shall be conducted prior to July 1, 2022, at which time the President may recommend an award of additional payment to Appointee for Board approval.

Appointee may undertake related professional duties and obligations with professional organizations which enhance the reputation of the College and do not affect the performance of Appointee's employment obligations and expectations.

- 2) Benefits. Appointee shall be provided all privileges, leaves, and fringe benefits not specifically enumerated herein which are commonly extended to the administrative staff of the College, to the extent such benefits do not conflict with any other terms set forth herein. Benefits shall include:
 - A. Life Insurance. Appointee shall be entitled to term life insurance in a beneficial amount of not less than two times Appointee's base salary.
 - B. Vacation Leave. Appointee shall be entitled to 22 vacation leave days, accumulative to 56 days, vacation leave to be scheduled with approval of the President.
 - C. Sick Leave. Appointee shall be awarded 12 sick leave days during the term hereof, which days shall be subject to unlimited accumulation.
- 3) Vehicle Expense. The Board shall provide Appointee with an automobile/expense reimbursement allowance in the amount of Five Hundred Dollars (\$500) per month plus use of a College credit card for the purchase of gasoline for College related purposes.
- 4) Physical Examination. The Board requires and agrees to reimburse Appointee for up to \$5,000 toward the cost of a complete physical examination performed at the Mayo Clinic. Appointee shall provide the College with a copy of the Mayo Clinic's examination report to verify their fitness to perform the essential duties of the job.
- 5) Business Expense. The Board shall pay all expenses on behalf of or incurred by the Appointee which are approved as being reasonable and necessary to the business of the College.

SECTION FOUR TERMINATION

This Agreement shall be subject to early termination upon any of the following circumstances:

- 1) Mutual written consent of the parties.
- 2) Appointee's disability, as determined by Appointee's eligibility to receive SURS' disability benefits, or Appointee's death.
- 3) Discharge for cause, which shall include, but not be limited to, Appointee's

failure to perform in accordance with the terms of this Agreement, illegal or immoral conduct, failure to comply with Board policies applicable to the performance and/or conduct of the position held by the Appointee, or conduct that is detrimental to the best interests of the College. Prior to discharge for just cause Appointee shall have the right to service of written charges, notice of hearing, and a hearing before the Board. Appointee may elect to be accompanied by counsel at any such hearing, in which event counsel expenses shall be paid by Appointee.

It is further understood that this Agreement is being executed to take effect as of July 1, 2021, and when returned with the signature of the Appointee is a binding contract.

Heartland Community College

By: _____ Date: _____
Keith Cornille, President

I accept this appointment to the position of Provost/Vice President Academic Affairs, of Heartland Community College.

By: _____ Date: _____
Richard R. Pearce

**HEARTLAND COMMUNITY COLLEGE
EMPLOYMENT CONTRACT**

This Employment Contract is made and entered into in Normal, Illinois by and between the **Board of Trustees of Heartland Community College District No. 540, Counties of DeWitt, Ford, Livingston, Logan, McLean, Tazewell, State of Illinois** (“Board”) and **Sarah Diel-Hunt** as Vice President, Enrollment and Student Services, of Heartland Community College (“Appointee”).

WITNESSETH, the parties hereto agree that:

**SECTION ONE
TERM**

In consideration of the mutual promises and agreements herein contained, Board hereby appoints and employs, and Sarah Diel-Hunt hereby accepts appointment and employment as Vice President, Enrollment and Student Services, of Heartland Community College District No. 540, commencing at 12:01 a.m. on July 1, 2021, and terminating at midnight on June 30, 2022, unless earlier terminated as herein provided.

**SECTION TWO
DUTIES**

This contract is for such services as may be assigned according to the job description. The Appointee agrees that he or she may be reassigned to other positions within his or her professional-educational qualifications. The Appointee hereby agrees to faithfully perform and discharge all duties assigned to the Appointee by the President to the satisfaction of the Board.

**SECTION THREE
COMPENSATION AND
BENEFITS**

Compensation shall be as follows:

- 1) Salary. For the period of July 1, 2021, through and including June 30, 2022, the Board shall pay the Appointee in bi-weekly installments and on a pro rata basis an annual base salary of One Hundred Forty-Three Thousand Six Hundred Twenty Dollars and Zero Cents (\$143,620.00).

During the term hereof, the President of Heartland Community College shall evaluate the Appointee considering assigned duties, overall performance, annual goals/objectives, and established expectations. Such evaluation shall be conducted prior to July 1, 2022, at which time the President may recommend an award of additional payment to Appointee for Board approval.

Appointee may undertake related professional duties and obligations with professional organizations which enhance the reputation of the College and do not affect the performance of Appointee's employment obligations and expectations.

- 2) Benefits. Appointee shall be provided all privileges, leaves, and fringe benefits not specifically enumerated herein which are commonly extended to the administrative staff of the College, to the extent such benefits do not conflict with any other terms set forth herein. Benefits shall include:
 - A. Life Insurance. Appointee shall be entitled to term life insurance in a beneficial amount of not less than two times Appointee's base salary.
 - B. Vacation Leave. Appointee shall be entitled to 22 vacation leave days, accumulative to 56 days, vacation leave to be scheduled with approval of the President.
 - C. Sick Leave. Appointee shall be awarded 12 sick leave days during the term hereof, which days shall be subject to unlimited accumulation.
- 3) Vehicle Expense. The Board shall provide Appointee with an automobile/expense reimbursement allowance in the amount of Five Hundred Dollars (\$500) per month plus use of a College credit card for the purchase of gasoline for College related purposes.
- 4) Physical Examination. The Board requires and agrees to reimburse Appointee for up to \$5,000 toward the cost of a complete physical examination performed at the Mayo Clinic. Appointee shall provide the College with a copy of the Mayo Clinic's examination report to verify their fitness to perform the essential duties of the job.
- 5) Business Expense. The Board shall pay all expenses on behalf of or incurred by the Appointee which are approved as being reasonable and necessary to the business of the College.

SECTION FOUR TERMINATION

This Agreement shall be subject to early termination upon any of the following circumstances:

- 1) Mutual written consent of the parties.
- 2) Appointee's disability, as determined by Appointee's eligibility to receive SURS' disability benefits, or Appointee's death.
- 3) Discharge for cause, which shall include, but not be limited to, Appointee's

failure to perform in accordance with the terms of this Agreement, illegal or immoral conduct, failure to comply with Board policies applicable to the performance and/or conduct of the position held by the Appointee, or conduct that is detrimental to the best interests of the College. Prior to discharge for just cause Appointee shall have the right to service of written charges, notice of hearing, and a hearing before the Board. Appointee may elect to be accompanied by counsel at any such hearing, in which event counsel expenses shall be paid by Appointee.

It is further understood that this Agreement is being executed to take effect as of July 1, 2021, and when returned with the signature of the Appointee is a binding contract.

Heartland Community College

By: _____ Date: _____
Keith Cornille, President

I accept this appointment to the position of Vice President, Enrollment and Student Services, of Heartland Community College.

By: _____ Date: _____
Sarah Diel-Hunt

**HEARTLAND COMMUNITY COLLEGE
EMPLOYMENT CONTRACT**

This Employment Contract is made and entered into in Normal, Illinois by and between the **Board of Trustees of Heartland Community College District No. 540, Counties of DeWitt, Ford, Livingston, Logan, McLean, Tazewell, State of Illinois (“Board”)** and **Kelli Tillery Hill**, as Vice President, External Affairs, of Heartland Community College (“Appointee”).

WITNESSETH, the parties hereto agree that:

**SECTION ONE
TERM**

In consideration of the mutual promises and agreements herein contained, Board hereby appoints and employs, and Kelli Tillery Hill hereby accepts appointment and employment as Vice President, External Affairs, of Heartland Community College District No. 540, commencing at 12:01 a.m. on July 1, 2021, and terminating at midnight on June 30, 2022, unless earlier terminated as herein provided.

**SECTION TWO
DUTIES**

This contract is for such services as may be assigned according to the job description. The Appointee agrees that he or she may be reassigned to other positions within his or her professional-educational qualifications. The Appointee hereby agrees to faithfully perform and discharge all duties assigned to the Appointee by the President to the satisfaction of the Board.

**SECTION THREE
COMPENSATION AND
BENEFITS**

Compensation shall be as follows:

- 1) Salary. For the period of July 1, 2021, through and including June 30, 2022, the Board shall pay the Appointee in bi-weekly installments and on a pro rata basis an annual base salary of One Hundred Forty Six Thousand One Hundred Thirty Nine Dollars and Zero Cents (\$146,139.00).

During the term hereof, the President of Heartland Community College shall evaluate the Appointee considering assigned duties, overall performance, annual goals/objectives, and established expectations. Such evaluation shall be conducted prior to July 1, 2022, at which time the President may recommend an award of additional payment to Appointee for Board approval.

Appointee may undertake related professional duties and obligations with professional organizations which enhance the reputation of the College and do not affect the performance of Appointee's employment obligations and expectations.

- 2) Benefits. Appointee shall be provided all privileges, leaves, and fringe benefits not specifically enumerated herein which are commonly extended to the administrative staff of the College, to the extent such benefits do not conflict with any other terms set forth herein. Benefits shall include:
 - A. Life Insurance. Appointee shall be entitled to term life insurance in a beneficial amount of not less than two times Appointee's base salary.
 - B. Vacation Leave. Appointee shall be entitled to 22 vacation leave days, accumulative to 56 days, vacation leave to be scheduled with approval of the President.
 - C. Sick Leave. Appointee shall be awarded 12 sick leave days during the term hereof, which days shall be subject to unlimited accumulation.
- 3) Vehicle Expense. The Board shall provide Appointee with an automobile/expense reimbursement allowance in the amount of Seven Hundred Dollars (\$700) per month plus use of a College credit card for the purchase of gasoline for College related purposes.
- 4) Physical Examination. The Board requires and agrees to reimburse Appointee for up to \$5,000 toward the cost of a complete physical examination performed at the Mayo Clinic. Appointee shall provide the College with a copy of the Mayo Clinic's examination report to verify their fitness to perform the essential duties of the job.
- 5) Business Expense. The Board shall pay all expenses on behalf of or incurred by the Appointee which are approved as being reasonable and necessary to the business of the College.

SECTION FOUR TERMINATION

This Agreement shall be subject to early termination upon any of the following circumstances:

- 1) Mutual written consent of the parties.
- 2) Appointee's disability, as determined by Appointee's eligibility to receive SURS' disability benefits, or Appointee's death.
- 3) Discharge for cause, which shall include, but not be limited to, Appointee's

failure to perform in accordance with the terms of this Agreement, illegal or immoral conduct, failure to comply with Board policies applicable to the performance and/or conduct of the position held by the Appointee, or conduct that is detrimental to the best interests of the College. Prior to discharge for just cause Appointee shall have the right to service of written charges, notice of hearing, and a hearing before the Board. Appointee may elect to be accompanied by counsel at any such hearing, in which event counsel expenses shall be paid by Appointee.

It is further understood that this Agreement is being executed to take effect as of July 1, 2021, and when returned with the signature of the Appointee is a binding contract.

Heartland Community College

By: _____ Date: _____
Keith Cornille, President

I accept this appointment to the position of Vice President, External Affairs, of Heartland Community College.

By: _____ Date: _____
Kelli Tillery Hill

**HEARTLAND COMMUNITY COLLEGE
EMPLOYMENT CONTRACT**

This Employment Contract is made and entered into in Normal, Illinois by and between the **Board of Trustees of Heartland Community College District No. 540, Counties of DeWitt, Ford, Livingston, Logan, McLean, Tazewell, State of Illinois** (“Board”) and **Letisha Trepac** as Vice President, Finance and Administration, of Heartland Community College (“Appointee”).

WITNESSETH, the parties hereto agree that:

**SECTION ONE
TERM**

In consideration of the mutual promises and agreements herein contained, Board hereby appoints and employs, and Letisha Trepac hereby accepts appointment and employment as Vice President, Finance and Administration, of Heartland Community College District No. 540, commencing at 12:01 a.m. on July 1, 2021, and terminating at midnight on June 30, 2022, unless earlier terminated as herein provided.

**SECTION TWO
DUTIES**

This contract is for such services as may be assigned according to the job description. The Appointee agrees that he or she may be reassigned to other positions within his or her professional-educational qualifications. The Appointee hereby agrees to faithfully perform and discharge all duties assigned to the Appointee by the President to the satisfaction of the Board.

**SECTION THREE
COMPENSATION AND BENEFITS**

Compensation shall be as follows: July 1, 2021, through and including June 30, 2022, the Board shall pay the Appointee in bi-weekly installments and on a pro rata basis an annual base salary of One Hundred Forty-Three Thousand Six Hundred Twenty Dollars and Zero Cents (\$143,620.00).

During the term hereof, the President of Heartland Community College shall evaluate the Appointee considering assigned duties, overall performance, annual goals/objectives, and established expectations. Such evaluation shall be conducted prior to July 1, 2022, at which time the President may recommend an award of additional payment to Appointee for Board approval.

Appointee may undertake related professional duties and obligations with professional organizations which enhance the reputation of the College and do

not affect the performance of Appointee's employment obligations and expectations.

- 1) Benefits. Appointee shall be provided all privileges, leaves, and fringe benefits not specifically enumerated herein which are commonly extended to the administrative staff of the College, to the extent such benefits do not conflict with any other terms set forth herein. Benefits shall include:
 - A. Life Insurance. Appointee shall be entitled to term life insurance in a beneficial amount of not less than two times Appointee's base salary.
 - B. Vacation Leave. Appointee shall be entitled to 22 vacation leave days, accumulative to 56 days, vacation leave to be scheduled with approval of the President.
 - C. Sick Leave. Appointee shall be awarded 12 sick leave days during the term hereof, which days shall be subject to unlimited accumulation.
- 2) Vehicle Expense. The Board shall provide Appointee with an automobile/expense reimbursement allowance in the amount of Five Hundred Dollars (\$500) per month plus use of a College credit card for the purchase of gasoline for College related purposes.
- 3) Physical Examination. The Board requires and agrees to reimburse Appointee for up to \$5,000 toward the cost of a complete physical examination performed at the Mayo Clinic. Appointee shall provide the College with a copy of the Mayo Clinic's examination report to verify their fitness to perform the essential duties of the job.
- 4) Business Expense. The Board shall pay all expenses on behalf of or incurred by the Appointee which are approved as being reasonable and necessary to the business of the College.

SECTION FOUR TERMINATION

This Agreement shall be subject to early termination upon any of the following circumstances:

- 1) Mutual written consent of the parties.
- 2) Appointee's disability, as determined by Appointee's eligibility to receive SURS' disability benefits, or Appointee's death.
- 3) Discharge for cause, which shall include, but not be limited to, Appointee's

failure to perform in accordance with the terms of this Agreement, illegal or immoral conduct, failure to comply with Board policies applicable to the performance and/or conduct of the position held by the Appointee or conduct that is detrimental to the best interests of the College. Prior to discharge for just cause Appointee shall have the right to service of written charges, notice of hearing, and a hearing before the Board. Appointee may elect to be accompanied by counsel at any such hearing, in which event counsel expenses shall be paid by Appointee.

It is further understood that this Agreement is being executed to take effect as of July 1, 2021 and when returned with the signature of the Appointee is a binding contract.

Heartland Community College

By: _____ Date: _____
Keith Cornille, President

I accept this appointment to the position of Vice President, Finance and Administration, of Heartland Community College.

By: _____ Date: _____
Letisha Trepac