

Lake Land College
Resource and Development Committee
March 7, 2019

Minutes

The Resource and Development Committee of the Board of Trustees met on March 7, 2019, in room 011 of the Board and Administration Center at Lake Land College, Mattoon, Illinois. Committee Chair Ms. Doris Reynolds called the meeting to order at 2:00 p.m.

Trustee Committee Members Physically Present:

Ms. Doris Reynolds, Committee Chair
Mr. Mike Sullivan, Committee Member
Mr. Dave Storm, Ex-officio Committee Member

Trustee Committee Members Absent:

Mr. Bruce Owen, Committee Member
Student Trustee Philpot

Other Trustees Present:

None

Others Present:

Dr. Josh Bullock, President
Mr. Bryan Gleckler, Vice President for Business Services
Mr. Jon Althaus, Vice President for Academic Services
Ms. Jean Anne Grunloh, Senior Executive to the President
Ms. Beth Gerl, Vice President for Student Services
Ms. Dustha Wahls, Director of Human Resources

Hearing of Citizens, Faculty, and Staff.

Committee Chair Reynolds asked if there were any public comments. There were none.

Approval of Minutes of November 8, 2018, Regular Committee Meeting and Closed Session.

Trustee Sullivan moved and Trustee Storm seconded that the Committee approve the minutes of the November 8, 2018, Resource and Development Committee meeting and closed session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Reynolds, Storm and Sullivan. No: None. Absent: Trustee Owen and Student Trustee Philpot.
Motion Carried.

Update on Dual Credit Program.

Trustees heard a presentation from Ms. Lisa Shumard-Shelton, Director of Dual Credit and Honors Experience, on the College's dual credit program. She highlighted three options within the College's dual credit program for area high schools to consider in partnership with the College. She also highlighted two of the College's recently launched dual credit courses, Intro to Auto/Welding and CAD-CIM, and she provided a summary of the College's dual credit enrollment for the last four years.

Proposed Adoption of Board Policy 05.38 – 403B/457 Plan Matching Incentive.

Trustees heard a recommendation from Mr. Bryan Gleckler, Vice President for Business Services, for the adoption of the above-referenced Policy. Trustees reviewed details of the proposed policy language. Mr. Gleckler said the administration is recommending the addition of an employee matching incentive investment plan to help employees better plan for retirement. He said this is needed due to the various changes to pension benefits, lower caps on annual increases, and that full-time employees hired or re-hired at the College July 1, 2017, or later are no longer eligible to participate in the College's Planned Retirement program. Trustees learned that if the Board adopts this new policy, which would take effect July 1, 2019, the College would provide an employer match of up to 3.0% of an eligible employee's base salary earnings into a 403B or 457 investment plan. Mr. Gleckler said that if the College enacts this plan then the administration will include in next year's budget an estimate of \$35,000 for potential impact to the College.

Trustee Storm motioned and Trustee Sullivan seconded to recommend to the Board adoption of Board Policy 05.38 – *403B/457 Plan Matching Incentive*.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Reynolds, Storm and Sullivan. No: None. Absent: Trustee Owen and Student Trustee Philpot.
Motion Carried.

Faculty Tenure Recommendations.

Trustees heard recommendations from President Bullock and Mr. Jon Althaus, Vice President for Academic Services, for the granting of tenure for Mr. Robert Miller, John Deere Technology Instructor, effective with the beginning of the Spring 2019 semester and Ms. Haylee Brandt, Nursing Instructor, effective with the beginning of the fall 2019 semester. Trustees reviewed a memorandum from Mr. Althaus that summarized the

majority vote by the respective divisions for each tenure recommendation. Trustees learned that initial dates of hire for the two instructors were the basis for the effective dates of tenure recommendations.

Trustee Sullivan motioned and Trustee Storm seconded to recommend to the Board approval of granting tenure for two employees including Mr. Robert Miller, John Deere Technology Instructor, effective with the beginning of the Spring 2019 semester and Ms. Haylee Brandt, Nursing Instructor, effective with the beginning of the fall 2019 semester.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Reynolds, Storm and Sullivan. No: None. Absent: Trustee Owen and Student Trustee Philpot.

Motion Carried.

Recommendation of Reemployment of Tenured and Non-Tendered Faculty Members.

Trustees reviewed a memorandum from Mr. Althaus regarding a recommendation to reemploy all current tenured and non-tenured faculty members for the 2019/2020 academic year. Trustees heard recommendations from Dr. Bullock and Mr. Althaus for approval of these reappointments as follows:

<u>First Year Non-Tenure</u>	<u>Division</u>
Madison Dailey	Math and Science
Laura Rincker	Math and Science
Matthew Rodgers	Agriculture
<u>Second Year Non-Tenure</u>	<u>Division</u>
Beulah Uphoff	Allied Health (Spring 2018 Hire)
<u>Third Year Non-Tenure</u>	<u>Division</u>
Jarrett Dunn	Math and Science
Laura Paruleski	Allied Health (Spring 2017 Hire)
Tanille Ulm	Social Science and Education
Molly Yeske	Allied Health
<u>Fourth Year Tenure</u>	<u>Division</u>

Haylee Brandt	Allied Health
Robert Miller	Agriculture (Spring 2016 Hire)
<u>Continued Tenure Status</u>	<u>Division</u>
Iffat Ali	Math and Science
Daniel Allen	Math and Science
Lara Bacino Althaus	Social Science and Education
Dyke Barkley	Agriculture
Cheryl Beam	Allied Health
Michael Beavers	Technology
Jodi Birdwell	Humanities and Communication
Kathy Black	Business
Tara Blaser	Humanities and Communication
Andrea Bright	Counseling
Dewayne Brown	Vandalia Correctional Center
Bryan Burrell	Counseling
Krista Burrell	Counseling
Dion Buzzard	Technology
Nancy Caldwell	Humanities and Communication
Greg Capitosti	Math and Science
John Carpenter	Business
Michael Ben Cohan	Humanities and Communication
Marc DalPonte	Math and Science
Kathleen Daugherty	Business
Kimberly Davis	Social Science and Education

Angela Davison	Business
Laura Deters	Allied Health
Suzett Doty	Math and Science
Danielle Downs	Financial Aid and Veteran Services
Scott Drone-Silvers	Library
Amy Duckett	Business
Lisa Earp	Business
Terri Fields	Social Science and Education
Kay Foreman	Allied Health
Joshua Fulk	Technology
Andy Gaines	Counseling
Judy Garner	Humanities and Communication
John Gentry	Technology
Tisha Goad	Allied Health
Matt Greider	Social Science and Education
Neal Haarman	Technology
Karla Hardiek	Allied Health
Emily Hartke	Counseling
Elizabeth Hartrich	Allied Health
Helen Hendren	Social Science and Education
Sarah Hill	Library
Kristen Holsapple	Allied Health
Shannon Hood	Allied Health
Salisa Hortenstine-Olmsted	Humanities and Communication

Brenda Hunzinger	Math and Science
Charles Jarrell	Social Science and Education
David Johnson	Social Science and Education
Bambi Jones	Math and Science
Nichole Jones	Allied Health
Kris Kersey	Technology
Tynia Kessler	Business
Leo Kitten	Technology
Ty Knebel	Vandalia Correctional Center
Cassie Koester	Allied Health
Matt Landrus	Humanities and Communication
Jon Lebold	Business
Gary Lindley	Technology
Katie Lotz	Social Science and Education
Brian Lynch	Social Science and Education
Valerie Lynch	Student Life
Brian Madlem	Technology
Walter McHenry	Math and Science
Jennifer Melton	Counseling
Margaret Merry-Niebrugge	Allied Health
Claire Miller	Math and Science
Kevin Miller	Technology
Nathan Miller	Vandalia Correctional Center
Martha Mioux	Allied Health

Tina Moore	Career Services
James Munger	Business
Rakhasha Nasseripour	Math and Science
Russell Neu	Agriculture
Robert Newell	Humanities and Communication
Mark Niemerg	Agriculture
Heather Nohren	Counseling
Maria Nohren	Allied Health
Ikemefuna Nwosu	Math and Science
Ryan Orrick	Agriculture
Katie Parrish	Social Science and Education
Cynthia Phipps	Business
Cassandra Porter	Allied Health
Gregory Powers	Humanities and Communication
Anthony Reinhart	Agriculture
Casey Reynolds	Humanities and Communication
Scott Rhine	Business
Eva Ritchey	Humanities and Communication
M. Shane Rogers	Social Science and Education
Mike Rudibaugh	Math and Science
Marcy Satterwhite	Business
David Seiler	Social Science and Education
Kimberly Smithenry	Allied Health
Cheryl Staley	Business

Peggy Strange	Business
Erin Swingler	Allied Health
Edward Thomas	Humanities and Communication
Deborah Thomason	Allied Health
Joe Tillman	Technology
David Turnbull	Math and Science
Lori Walk	Technology
Tara Veach Watson	Humanities and Communication
Janet Waymoth	Allied Health
Jeff White	Math and Science
Ryan Wildman	Agriculture
Nicole Zeller	Allied Health

Trustee Storm motioned and Trustee Sullivan seconded to recommend to the Board approval of the reappointment of tenured and non-tenured faculty members for the 2019/2020 academic year as presented.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Reynolds, Storm and Sullivan. No: None. Absent: Trustee Owen and Student Trustee Philpot.

Motion Carried.

Recommendation of Changes in Compensation Structure for Seven Academic Division Chairs.

Trustees heard a recommendation from Mr. Althaus and Dr. Bullock for a change in the compensation structure for seven academic division chair positions effective with the academic year 2019-2020. Trustees reviewed a memorandum from Mr. Althaus that detailed the proposed compensation structure changes. Mr. Althaus explained differences from the current formula to the recommended formula structure. He said the proposed revisions will enhance leadership accountability, improve work efficiency and provide greater compensation equity among Academic Division Chairs.

Trustee Sullivan motioned and Trustee Storm seconded to recommend to the Board approval of the redesign of the compensation structure as presented for seven academic division chair positions effective with the 2019/20 academic year.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Reynolds, Storm and Sullivan. No: None. Absent: Trustee Owen and Student Trustee Philpot.

Motion Carried.

Recommendation of Appointment of Division Chairs.

Trustees heard a recommendation from Dr. Bullock and Mr. Althaus to reappoint all seven current academic division chairs for the next academic year.

Trustee Storm motioned and Trustee Sullivan seconded to recommend to the Board approval of the reappointment of academic division chairs for Fall 2019 and Spring 2020 semesters as follows:

- Ryan Orrick, Agriculture Division
- Karla Hardiek, Allied Health Division
- Kathy Black, Business Division
- Salisa Hortenstine-Olmsted, Humanities and Communications Division
- Ike Nwosu, Math and Science Division
- Charles Jarrell, Social Science and Education Division
- Michael Beavers, Technology Division

There was no further discussion.

Roll Call Vote:

Yes: Trustees Reynolds, Storm and Sullivan. No: None. Absent: Trustee Owen and Student Trustee Philpot.

Motion Carried.

Other Business.

Mr. Althaus updated the Committee on the administration's plans for academic year 2019-2020 related to hiring for faculty positions. He said the College currently employs 120 full-time faculty and the administration's proposal is to have this number remain the same for the next academic year. However, he said the administration is recommending we continue to hold a technology instructor position that became open last year with an instructor's retirement and we place on hold a humanities instructor position that will become open at the end of this academic year upon the retirement of an instructor currently in that position. Mr. Althaus said the administration is recommending the College hire an additional math instructor and additional nursing instructor. Mr. Althaus

said it has been difficult finding adjunct instructors qualified to teach various math courses. He also said the growth in the Allied Health division necessitates the need for hiring an additional nursing instructor. Each Committee member expressed support for the administration's proposal.

There was no additional discussion.

Adjournment.

Trustee Storm moved and Trustee Sullivan seconded to adjourn the meeting of the Resource and Development Committee at 2:42 p.m.
Motion carried by unanimous voice vote approval.

Approved by:

/s/Ms. Doris Reynolds, Resource and Development Committee Chair/Secretary