

**Lake Land College
Board of Trustees
District No. 517**



Regular Board Meeting No. 699
Board and Administration Center, Room 011
Mattoon, IL
March 10, 2025

Minutes

Call to Order.

Chair Cadwell called the March 10, 2025, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 011 of the Board and Administration Center, Mattoon, IL.

[Note- in the absence of Board Secretary Storm, Chair Cadwell had asked Trustee Lilly to serve as interim Board Secretary for the meeting.]

Roll Call.

Trustees Physically Present:

Trustees Physically Present: Mr. Gary Cadwell, Chair; Mr. Kevin Curtis; Mr. Larry D. Lilly; Ms. Doris Reynolds; Ms. Denise Walk; Mr. Thomas Wright, Vice-Chair; and Student Trustee Abbie Kelly.

Trustees Absent: Trustee Dave Storm.

Others Participating via Telephonic or Electronic Means: None.

Others Present:

Dr. Jonathan Bullock, President; Dr. Ikemefuna Nwosu, Vice President for Academic Services; Mr. John Woodruff, Vice President for Business Services; Ms. Jean Anne Highland, Chief of Staff; Ms. Seirra Laughhunn, Executive Assistant to the President's Office; and members of the staff.

Approval of Consent Items.

Trustee Curtis moved and Trustee Reynolds seconded to approve the following consent items:

1. Approval of Minutes of February 10, 2025, Regular Meeting.
2. Approval of Agenda of March 10, 2025, Board of Trustees Meeting.
3. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	344,650.69
Building Fund	\$	20,274.86
Site & Construction Fund	\$	51,125.68
Bond & Interest Fund	\$	-
Auxiliary Services Fund	\$	42,918.94
Restricted Purposes Fund	\$	79,673.81
Working Cash Fund	\$	-
Audit Fund	\$	-
Liability Insurance Fund	\$	15,616.56
Student Accts Receivables	\$	1,887,150.78
Total	\$	2,441,411.32

For a summary of trustee travel reimbursement and details of bills refer to [the Board of Trustees web page](#).

4. Destruction of Tape Recording of the September 11, 2023, Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Hearing of Citizens, Faculty, and Staff.

There were no public comments.

Committee Reports.

ICCTA/Legislative.

Trustee Walk reported that she will be attending the upcoming ICCTA conference later this week. She said Senate bill 2482 and House bill 3717 are being proposed to create a new community college baccalaureate degree program which has been endorsed by the Governor. The goals for the community college baccalaureate program are:

- To make a 4-year degree more accessible for all students regardless of where they live.
- To keep education costs low for students and working families.
- To provide community college bachelor's programs in fields where we see regional workforce shortages, such as healthcare, early childhood education, and advanced manufacturing.

Trustee Walk said there will be more information to come as these bills are reviewed.

Resource & Development.

Trustee Reynolds, Committee Chair, said the Committee had not met since the last regular Board meeting.

Finance.

Trustee Cadwell said the Committee did meet and there will be items discussed later in the agenda.

Buildings & Site.

Trustee Curtis said the Committee had not met since the last regular Board meeting.

Foundation.

Trustee Wright highlighted the following information and said this was provided by Ms. Christina Donsbach, Executive Director for College Advancement:

- 2025-2026 Scholarship reviews have wrapped up for our first cycle and awarding is underway. The first round of recipients will be announced soon, and high school seniors will be honored with their awards during their High School award banquets.
- Thanks to all who participated in our 5th annual Love a Laker giving day! Over \$4,600 was raised to support our students!
- The College Advancement office is excited to be hosting an alumni event on Thursday, April 24th in coordination with WLKL's 50th anniversary.

Student Report

Ms. Abbie Kelly, Student Trustee, said on February 27, the agriculture department held the 54th Annual Lake Land Agricultural Banquet. She said it was a great night recognizing the graduating sophomores and the livestock judging team. Several board members were present along with President Bullock. Ms. Kelly said registration starts soon for students, so many have met with their advisor or will be soon. The Student Activity Board (SAB) will host their annual advisement and pizza party on campus March 19 and at Kluthe on March 20. Student Government Association (SGA) met with Ms. Jean Anne Highland a couple weeks ago about the tuition increase and also met with Dr. Bullock last week in regards to the enrollment updates. She said the SGA sophomores delegate and student trustee elections are March 26-27. There are several applications turned in and we look forward to a great group next year! She said the new Navigator news will be out soon.

President's Report.

Dr. Bullock gave the following updates:

- The College received \$456,514 in February from the Illinois Department of Corrections for the FY 2025 outstanding balance. A balance of \$1.4 million remains outstanding with IDOC.
- The College received a payment of \$46,863 from the Illinois Department of Juvenile Justice (IDJJ) in February for the FY 2025 outstanding balance. A total of \$55,380 remains outstanding with IDJJ.
- In February, the College received payments from the State of Illinois for FY 2025 credit hour reimbursement of \$352,776 and equalization of \$574,383. A balance of \$1.8 million in credit hour reimbursement and \$2.3 million in equalization remains outstanding.
- The College received \$4,306 in property tax payments in February.
- Congratulations to our nursing program leadership and faculty for surpassing both the state and national average for LPN and RN pass rates. Graduate pass rates include:

<u>RN 2024</u>	<u>LPN 2024</u>
National 91%	National 88%
State 87%	State 91%
Lake Land College 97%	Lake Land College 100%

Business - Non-action Items.

Faculty Focus on Advancing Student Success – Higher Learning Commission (HLC) Assurance Argument and the College's Preparation for the Upcoming HLC Reaccreditation Site Visit. (Part 1)

Dr. Ike Nwosu, Vice President for Academic Services, outlined the purpose of the College's Assurance Argument for the upcoming HLC Reaccreditation Site Visit and he highlighted laudable actions in the report that emphasize the valuable work we do to provide students with an affordable, accessible and quality education.

Monthly Data Point Discussion – Historical and Comparative Data for Tuition and Fees.

Ms. Lisa Cole, Director of Data Analytics, highlighted historical data for the College's tuition and fees rates and she shared how the College's rates have compared to other community colleges and our peers.

Proposed Revisions to Board Policy 05.04.14 – *Leave of Absence Without Pay.*

Mr. John Woodruff, Vice President for Business Services, recommended the Board approve revisions to the above-referenced Policy. Trustees were provided details of the proposed revisions. Mr. Woodruff reported that updates provide clarity around the employee requirements to request an absence without pay and place more responsibility on employees to explain the reason(s) the absence is necessary, time commitments related to the initial submission, as well as parameters for requesting an extension. He also said the revisions clarify the employee's benefit cost ownership while on discretionary leave.

Proposed revisions were submitted as first reading for the Board's initial consideration. Mr. Woodruff said the administration will plan to bring this request back to the Board in April 2025 for approval.

Calendar of Events.

Trustees reviewed a calendar of upcoming events. Additionally, Dr. Bullock reminded the Board about cancelling the special Board meeting set for April 14, 2025. He also gave a reminder for a special board meeting set for April 24, 2025, to conduct the annual organization meeting and hold a retreat for strategic discussions and effective board governance training. Dr. Bullock also reminded Trustees about the May 16, 2025, Commencement and the ETC Grand Opening Event to be held on July 30, 2025.

Action Items.

Approval of Tuition and Fees Rates for Summer 2025, Fall 2025 and Spring 2026.

Trustees reviewed a recommendation from Dr. Bullock and the Cabinet for proposed tuition and fees rates for the Summer 2025, Fall 2025 and Spring 2026 terms. Dr. Bullock highlighted

that the proposed tuition and fees rates will still ensure a student enrolled at Lake Land College has access to a high-quality education yet with one of the most affordable educational institutions in the state.

Dr. Bullock, said the Finance Committee met on March 6th to review the Cabinet's recommendation and the Committee's consensus was to recommend to the Board approval of the proposed rates per the Cabinet's recommendation. He said this includes increasing the in-district tuition by \$5.50 to \$119.00 per credit hour and increase the service (including textbook rental) fee by \$1.33 to \$29.00 per credit hour. President Bullock said this increase will help align the College with industry shifts toward digital resources versus printed textbooks. He reported that with the current system, many students are charged a digital content fee following the 10th day of a new semester. He said with the service fee increase, we will eliminate that digital content fee completely in favor of a more upfront and transparent digital access fee.

Chair Cadwell said the Finance Committee's consensus was to recommend to the Board approval of the proposed tuition and fees rates as presented.

Trustee Walk moved and Trustee Reynolds seconded to approve as presented the tuition and fees rates for the Summer 2025, Fall 2025 and Spring 2026 terms, including an in-district tuition increase of \$5.50 per credit hour and an increase of \$1.33 for the service (including textbook rental) fee.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Printing and Mail Preparation for the 2025 Spring Majors and Summer Magazines.

Trustees reviewed a recommendation from Mr. John Woodruff, Vice President for Business Services, for the Board to accept the bid from CPC Printing & Promotions. He said that the bid was the lowest bid out of three companies that responded for the printing and mail preparation of the two magazines at \$44,335.77.

Trustee Reynolds moved and Trustee Curtis seconded to approve as presented the bid of \$44,335.77 from CPC Printing & Promotions of Onalaska, Wisconsin for the printing and mail preparation of the 2025 Spring and Summer College Magazines.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Acceptance of a John Deere Equipment Gift-in-kind Donation from the Lake Land College Foundation.

President Bullock presented a recommendation from Ms. Christi Donsbach, Executive Director for College Advancement, for the Board to accept a gift-in-kind item of an EIVT Transmission from the Lake Land College Foundation. He said this equipment is valued at \$67,876.40 and will be used in the John Deere Tech program.

President Bullock reported the Foundation recently approved this gift-in-kind donation to the College and thanked our educational partner John Deere who made this original donation to the Foundation!

Trustee Curtis moved and Trustee Wright seconded to approve as presented a gift-in-kind item of an EIVT Transmission valued at \$67,876.40 from the Lake Land College Foundation.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Acceptance of January 2025 Financial Statements.

Trustees reviewed the January 2025 Financial Statements and a memorandum from Mr. Woodruff that highlighted the Financial Statements and significant variances. Mr. Woodruff said some of the significant variances are timing related and should normalize by year's end.

Chair Cadwell said the Finance Committee had met to review the Financial Statements and the Committee's consensus was to recommend to the Board approval of the Statements as presented.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented the January 2025 Financial Statements.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Faculty Tenure Recommendation.

Trustees received a recommendation from Dr. Bullock and Dr. Ike Nwosu, Vice President for Academic Services, that the Board grant tenure to a full-time faculty member, Ms. Lara Lash, Nursing Instructor. Trustees reviewed the tenure review documentation conducted by the Allied Health Division.

Trustee Reynolds moved and Trustee Curtis seconded to approve as presented the granting of tenure effective with the beginning of the fall 2025 semester, to a full-time faculty member, Ms. Lara Lash, Nursing Instructor.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Reemployment of Tenured and Non-Tenured Faculty Members.

Trustees reviewed a recommendation from Dr. Nwosu that the Board approve the reemployment of tenured and non-tenured faculty members for the 2025/26 academic year.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented the reappointment of tenured and non-tenured faculty members for the 2025/26 academic year as presented.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Waiver of First Reading and Approval of Proposed Revisions to Board Policies 11.01 – *Equal Opportunity Notice of Non-Discrimination*, 11.04 – *Discrimination and Harassment*, 11.04.01 – *Prohibiting Sex Discrimination*.

Trustees heard a recommendation from Mr. Woodruff to approve revisions to the above-three referenced Policies. Trustees received details of the proposed revisions. Mr. Woodruff reported that on January 31, 2025, the U.S. Department of Education issued notice that, effective immediately, the Office for Civil Rights would begin enforcing Title IX of the Education Amendments of 1972 under the 2020 Title IX Rules rather than the 2024 Title IX Rules that were implemented on August 1, 2024. He noted this change back to the 2020 Rules necessitates revisions in our institutional policies and implementing procedures for addressing sex-based misconduct, including claims of sex discrimination and sex-based harassment. Mr. Woodruff noted that in identifying needed revisions, we have worked closely with our legal counsel, Robbins Schwartz, who provided a toolkit to help colleges and universities implement policy and procedural changes for both the 2020 and 2024 Title IX Rules.

Mr. Woodruff requested the Board waive first reading and approve proposed revisions at the March 2025 regular Board meeting since the U.S. Department of Education has already implemented these changes.

Trustee Curtis moved and Trustee Walk seconded to waive first reading and approve as presented proposed revisions to Board Policies 11.01 – *Equal Opportunity Notice of Non-Discrimination*, 11.04 – *Discrimination and Harassment*, and 11.04.01 – *Prohibiting Sex Discrimination*.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Illinois Green Economy Network (IGEN) Membership Grant.

Mr. Woodruff recommended the Board accept a one-year Illinois Green Economy Network (IGEN) Membership grant, in the amount of \$15,000.

Trustees reviewed a memo from Dr. Beth Craig, Grants Writer and Coordinator, that highlighted how the College will use these grant funds. Trustees learned that, with these grant funds, the College will replace and upgrade parking and roadway lighting at various locations across the main campus.

Trustee Curtis moved and Trustee Walk seconded to approve as presented a one-year Illinois Green Economy Network (IGEN) Membership grant, in the amount of \$15,000.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Acceptance of ICCB Grant(s).

Ms. Jean Anne Highland, Chief of Staff, highlighted a request from Dr. Craig for the Board to accept additional grant funds from the Illinois Community College Board (ICCB) Taking Back the Trades Round 3 Grant Program, in the amount of \$59,892. Trustees received the updated budget for the grant award, showing the College has now received a total of \$150,000 for this one-year grant program.

Trustee Reynolds moved and Trustee Wright seconded to approve as presented additional grant funds from the Illinois Community College Board Taking Back the Trades Round 3 Grant Program, in the amount of \$59,892, bringing the College's total awarded grant amount for this one-year program to \$150,000.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Purchase for Taking Back the Trades Round 3 Supplies.

Trustees heard a recommendation from Mr. Woodruff for the Board to approve the purchase of a Snap-On Mechanical and Electronic Torque Certification Kit from Snap-On Industrial of Crystal Lake, Illinois, in the amount of \$60,624.82, for use by the College's Center for Business and Industry. He said the College has budgeted for this purchase through funds awarded to the College from the ICCB Taking Back the Trades Round 3 grant award. Trustees received details of the Certification Kit items and the detailed quote from Snap-On.

Mr. Woodruff reported a bid was not necessary since Snap-On is the only provider that produces and offers this equipment, curriculum, and instructor training.

Trustee Walk moved and Trustee Wright seconded to approve as presented the purchase of a Snap-On Mechanical and Electronic Torque Certification Kit from Snap-On Industrial of Crystal

Lake, Illinois, in the amount of \$60,624.82, for use by the College's Center for Business and Industry.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Bid for ETC Parking Lot Light Replacement, Project #2025-001.

Trustees heard a request from Mr. Woodruff on behalf of Mr. Jeremy Moore, Facilities Planning Manager, for the Board to approve the bid from Pals Electric, Inc. of Teutopolis, Illinois, for the total amount of \$81,831 for the ETC Parking Lot Light Replacement Project. Trustees received details on the bid tabulation sheet detailing Pals Electric as having submitted the lowest of five received bids.

Mr. Woodruff highlighted that this project is expected to qualify for approximately \$4,500 in Ameren incentive rebates and will result in a net savings of \$3,000 in annual electrical usage.

Trustee Curtis moved and Trustee Walk seconded to approve the bid from Pals Electric, Inc. of Teutopolis, Illinois, for the total amount of \$81,831 for the ETC Parking Lot Light Replacement Project.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval for Purchase of Amatrol Instructional Products.

Dr. Nwosu presented a recommendation from Mr. Michael Beavers, Electronics Engineering Technology Instructor/Program Coordinator, for the Board to approve the purchase of the Amatrol Tabletop Mechatronics trainer from Moss Enterprises of Johnston, Iowa, in the amount of \$27,980, for use by the Applied Engineering and Center for Business and Industry programs. Trustees received the detailed quote from Moss Enterprises.

Mr. Beavers reported that students enrolled in the Lake Land College Applied Engineering and Lake Lands Center for Business and Industry programs utilize multiple products from Amatrol. He noted the Tabletop Mechatronics trainer is designed to give students a platform to perform

the skills required for the SACA (Smart Automation Certification Alliance) certification and to fulfill the requirements for the National Science Foundation grant-funded program.

Mr. Woodruff reported a bid was not necessary per Board Policy 10.22 (#4.L.) since the products are from Amatrol, a sole source provider of the proprietary curriculum and support.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented the purchase of the Amatrol Tabletop Mechatronics trainer from Moss Enterprises of Johnston, Iowa, in the amount of \$27,980, for use by the Applied Engineering and Center for Business and Industry programs.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Purchase of Proofpoint.

Mr. Woodruff presented a request from Mr. David Stewart, Chief Information Officer, for the Board to approve the purchase of Proofpoint, an advanced email security solution, for the total cost of \$26,733.36 with a one-year agreement with Insight Public Sector, Inc. of Chandler, Arizona. Trustees received the detailed quote. Mr. Woodruff reported that implementing Proofpoint will provide enhanced protection against email-based attacks, safeguarding our institution from cyber threats. He noted that email remains the primary attack vector for cyber-attacks, and our current Microsoft default security solutions do not provide adequate protection.

Mr. Woodruff reported that a bid was not necessary due to Board Policy 10.22 (#4.F.).

Trustee Curtis moved and Trustee Reynolds seconded to approve as presented the purchase of Proofpoint, an advanced email security solution, for the total cost of \$26,733.36 with a one-year agreement with Insight Public Sector, Inc. of Chandler, Arizona.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of One-Year Maintenance Agreement Renewal for Veeam Backup and Recovery Solutions.

Mr. Woodruff presented a recommendation from Mr. Stewart for the Board to approve the renewal of a one-year agreement with IT Savvy of Oak Brook, Illinois, for our Veeam Backup and Recovery Solutions, at a cost of \$43,990.50. Trustees received the proposed quote and description of services. Mr. Woodruff reported that the College originally purchased Veeam in 2022 as the College's primary backup solution for our critical data systems, with a three-year agreement and the current contract set to expire in April 2025. He said that the renewal ensures continued protection of our on-premises and cloud-based data assets, maintaining compliance and minimizing the risk of data loss. Mr. Woodruff reported that Mr. Stewart was able to negotiate for the contract renewal price.

Mr. Woodruff noted that a bid was not necessary due to Board Policy 10.22 (#4.F.).

Trustee Wright moved and Trustee Walk seconded to approve as presented the renewal of a one-year agreement with IT Savvy of Oak Brook, Illinois, for the College's Veeam Backup and Recovery Solutions, at a cost of \$43,990.50.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Agreement for Competency-Based Education (CBE) Consulting Services.

Dr. Nwosu presented a recommendation to approve a contract to engage Dr. Kurt Linberg of Hastad Marketing of Centennial, Colorado for consulting on Competency-Based Education (CBE) program development at Lake Land College in the amount of \$29,800. Trustees received the detailed quote and pricing breakdown with services provided by Hastad Marketing. Trustees reviewed details of Dr. Linberg's work experience and references for this type of consulting work.

Dr. Nwosu noted that a bid was not necessary per Board Policy 10.22(#4.A.) - services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.

Trustee Curtis moved and Trustee Wright seconded to approve as presented the contract to engage Dr. Kurt Linberg of Hastad Marketing of Centennial, Colorado for consulting on Competency-Based Education (CBE) program development at Lake Land College in the amount of \$29,800.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of MOU with the Lake Land College Faculty Association.

Dr. Nwosu presented a recommendation from Ms. Wahls for the Board to approve a Memorandum of Understanding (MOU) with the Lake Land College Faculty Association. Trustees received the proposed MOU which has been approved by the Faculty Association and signed by the Faculty Association President.

Dr. Nwosu reported that the current contract language provides for multi-year projects inside the classroom only. He noted that the MOU adds additional language to Section Article II K.2.g. to provide for contracts that are outside of the classroom as well, and that these will be approved by a committee for one year and can be renewed for an additional two years.

Trustee Walk moved and Trustee Curtis seconded to approve as presented a Memorandum of Understanding (MOU) with the Lake Land College Faculty Association, adding additional language to Section Article II K.2.g.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Declaration of Surplus Item(s) or Equipment

Mr. Woodruff requested the Board declare as surplus two Precor Treadmills. He said these treadmills are in the Student Fitness Center but are not functional and can no longer be repaired. Mr. Woodruff said they are obsolete and no longer have value to the College.

Trustee Reynolds moved and Trustee Wright seconded to declare these items as surplus two Precor Treadmills that had been used in the Student Fitness Center so these items may be disposed of in a manner most beneficial to the College.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Renewal for Property, Casualty and Liability Insurance.

Trustees heard a recommendation from Mr. Woodruff for the Board to approve the property, casualty and liability insurance bid submitted by Employers Mutual Casualty (EMC), in the amount of \$303,447 for the coverage period April 15, 2025 through April 15, 2026. He said Dimond Brothers Insurance, the College's property and casualty insurance consultant, solicited bids from several providers, with only one quote being received from our current provider. Trustees learned the proposed bid from EMC represents an increase of \$12,517 or 4.3% in costs for the current policy year that expires April 15, 2025.

Mr. Woodruff informed Trustees that the proposed policy renewal quote only includes \$25M in earthquake coverage, and the administration is in the process of obtaining a quote for additional coverage, which will be submitted to the Board for approval during the April 2025 regular Board meeting.

Chair Cadwell said the Finance Committee met to review this recommendation and the Committee's consensus was to recommend to the Board approval of the liability insurance renewal quote as presented.

Trustee Walk moved and Trustee Curtis seconded to approve as presented the bid from Employers Mutual Casualty (EMC) as our Property and Casualty insurance provider for the upcoming year for the period April 15, 2025 through April 15, 2026, at a cost of \$303,447.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Recipient for the Outstanding Full-Time Faculty Award.

Trustees heard a recommendation from Dr. Nwosu to award the 2025 Lake Land College Full-Time Faculty Award to Mr. Dyke Barkley, Agriculture/Horticulture Instructor. Dr. Nwosu's memo highlighted the basis for this nomination, including how Mr. Barkley has been an exemplary educator and leader. Dr. Nwosu noted how Mr. Barkley, as the coordinator behind the Horticulture/Landscaping program at Lake Land College, has tirelessly worked to build and improve the curriculum, ensuring that students—both traditional and non-traditional—receive an education grounded in real-world experience.

Trustees learned that upon Board approval for this award, Mr. Barkley will be honored as part of the May 2025 Commencement ceremony and the College will submit to ICCTA a nomination in consideration of their state-level, full-time faculty award category.

Trustee Curtis moved and Trustee Reynolds seconded to approve the naming of Mr. Dyke Barkley, Agriculture/Horticulture Instructor, for the College's 2025 Full-Time Faculty Award and nominate Mr. Barkley to ICCTA for consideration of their state-level award in this category.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Business Partnership Award.

Trustees heard a recommendation from Dr. Nwosu that the Board approve the nomination of Sarah Bush Lincoln of Mattoon for the College's 2025 Business Partnership Award. Dr. Nwosu highlighted the basis for this nomination, including that for more than 30 years Lake Land College and Sarah Bush Lincoln have collaborated on curriculum, workforce development, employment, and student support services pertaining to those enrolled within Allied Health Programs.

Upon Board approval of Sarah Bush Lincoln for this award, Trustees learned the College will honor this community partner at a future Board of Trustees meeting and will submit a nomination to ICCTA in consideration of their state-level award.

Trustee Reynolds moved and Trustee Walk seconded to approve the nomination of Sarah Bush Lincoln of Mattoon for the College's 2025 Business Partnership Award and nominate Sarah Bush Lincoln Health to ICCTA for consideration of their state-level award in this category.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of Purchase of Squad Car and Accessories for Campus Police Department.

Trustees heard a request from Ms. Highland for the Board to approve spending up to \$64,000 for the purchase of a new squad car and installation of related accessories from Morrow Brothers Ford Inc. of Greenville, Illinois, at a total cost of \$62,899 and for additional costs to transfer equipment from an older squad car to the new squad car. Trustee received information on a detailed quote from Morrow Brothers Ford for the majority of this expenditure. She said the additional costs will be to transfer equipment from the older squad car to the new one once the vehicle is received on site.

Ms. Highland noted that a bid was not necessary per Board Policy 10.22 (#4.K.) as Morrow Brothers utilizes state contract pricing.

Trustee Wright moved and Trustee Walk seconded to approve as presented spending up to \$64,000 for the purchase of a new squad car and installation of related accessories from Morrow Brothers Ford Inc. of Greenville, Illinois, at a total cost of \$62,899 and for additional costs to transfer equipment from an older squad car to the new squad car.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Approval of the Human Resources Report.

Trustees reviewed the Human Resources Report. Dr. Bullock requested the Board approve the Report as presented and he highlighted some of the recommended personnel changes.

Trustee Reynolds motioned and Trustee Curtis seconded to approve as presented the following standard Human Resources Report.

The following employees are recommended for FMLA leave. Board policy 05.04.12.

Ethridge, Nicole	3/10/25-4/7/25
Kakara, Suzanne	2/7/25-3/3/25

Additional Appointments

The following employees are recommended for additional appointments

	Position	Effective Date
Part-time		
Rhine, Scott	Adjunct Faculty Business Division	1/13/25
	Primary Position Special Assistant to Vice President	
Roan, Amber	Student Services Intern	1/22/25
	Primary Position Newspaper Ed Student Newspaper	

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Full-time		
Dexheimer, Lynn	Correctional Career Technology Instructor	1/27/25
Lareau, Sarah	Correctional Cosmetology Instructor	1/21/25
Part-time		
Blackford, Kaylee	Lab Student Assistant	1/22/25
Bowers, Keira	Special Needs Note Taker	1/13/25
Craig, Devin	Community Learning Instructor	2/12/25
Fearday, Erica	Adjunct Faculty Allied Health Division	1/13/25
Meese, Allison	Student Services Intern	1/22/25
Sanders, Abigail	Special Needs Note Taker	1/22/25
Schabbing, Jeannie	Cosmetology Clinical Instr (hourly)	1/21/25
Watters, Katherine	Community Learning Instructor	1/18/25
College Work Study		
Cornwell, Sallee	College Work-Study	1/22/25
Poulin, Dylan	College Work-Study	1/16/25

Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
Full-time		
Arena, Amanda	Manager of Bookstore and Course Material Op	1/28/25
Christian, Danny	Correctional Construction Occupations Inst	1/31/25
Helton, Robert	Associate Dean of Correctional Programs	1/31/25
Shoot, James	Groundskeeper	12/31/24
Shedosky, Erin	Custodian	2/10/25
Winkleblack, Lindsay	Nursing Instructor	12/13/24
Zumwalt, Macie	Correctional Office Assistant	1/3/25
Part-time		
Arthur, Jacob	College Work-Study	9/25/24
Darimont, Erica	Dual Credit Instructor	5/30/24
Dickens-Montgomery, Amanda	Path Grant Support Service Provider	12/5/24
Humrichous, James	Dual Credit Instructor	5/30/24
King, Elizabeth	Dual Credit Instructor	5/30/24
Metzger, Michelle	Dual Credit Instructor	5/30/24
Mutamira, Tanatswa	Student Assistance Specialist	1/27/25
Nickel, Todd	Dual Credit Instructor	5/30/24
Saddoris, Kendra	Dual Credit Instructor	5/30/24
Shull, Ellie	College Work-Study	11/14/24
Stanley, Eric	College Work-Study	12/11/24

Upton, Sara

College Work-Study

12/13/24

Transfers/Promotions

The following employees are recommended for a change in position

	Position	Effective Date
Full-time		
Higgs, David	Technical Support Specialist	2/11/25
	Transferring from Technical Support Assistant	
Lynn, Daniel	Associate Dean of Correctional Programs	2/3/25
	Transferring from Correctional Career Tech Instructor	

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Lilly, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Kelly.

Absent: Trustee Storm.

Motion carried.

Other Business. (Non-action)

There was no additional discussion.

Adjournment.

Trustee Curtis moved and Trustee Walk seconded to adjourn the meeting at 7:15 p.m.

There was no further discussion.

Motion carried by unanimous voice vote.

Approved by:

/s/ Gary Cadwell
Board Chair

/s/ Dave Storm
Board Secretary

*Note – See Board of Trustees web page for any referenced attachments to these minutes.
https://www.lakelandcollege.edu/col/board_minutes/