

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



Regular Board Meeting No. 615  
Webb Hall, Room 081, Mattoon, IL  
March 12, 2018

**Minutes**

**Call to Order.**

Chair Storm called the March 12, 2018, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in Webb Hall, room 081, Mattoon.

**Roll Call.**

**Trustees Physically Present:** Mr. Gary Cadwell; Ms. Ann Deters, Secretary; Ms. Doris Reynolds, Vice Chair; Ms. Meg Steward; Mr. David Storm, Chair; Mr. Mike Sullivan and Mr. Charles Meaker, Student Trustee.

**Trustees Absent:** Mr. Bruce Owen.

**Others Present:** Dr. Jonathan Bullock, President; Mr. Jon Althaus, Vice President for Academic Services; Mr. Bryan Gleckler, Vice President for Business Services; Ms. Jean Anne Grunloh, Senior Executive to the President; Dr. Jim Hull, Vice President for Workforce Solutions and Community Education; and members of the staff, community and media.

**Approval of Consent Items.**

Trustee Sullivan moved and Trustee Cadwell seconded to approve the following consent items:

1. Approval of Minutes of February 12, 2018, Regular Meeting.
2. Approval of Agenda of March 12, 2018, Board of Trustees Meeting.
3. Bills for Payment and Travel Expenses.

This information was presented by College administration for approval with full assurance by management they were prepared in good faith to follow all applicable laws and Board policy. Summary and bills include:

Education Fund	\$	218,477.81
Building Fund	\$	31,481.60

Site & Construction Fund	\$	-
Bond & Interest Fund	\$	2,200.00
Auxiliary Services Fund	\$	19,067.28
Restricted Purposes Fund	\$	270,831.66
Working Cash Fund	\$	-
Audit Fund	\$	-
Liability Insurance Fund	\$	19,668.99
Student Accts Receivables	\$	446,653.45
Total	\$	1,008,380.79

For details of bills refer to:

[http://www.lakeland.cc.il.us/col/board\\_minutes/download.cfm](http://www.lakeland.cc.il.us/col/board_minutes/download.cfm)

4. Destruction of Tape Recording of September 12, 2016, Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Hearing of Citizens, Faculty, and Staff.**

There were no public comments.

**Committee Reports.**

**ICCTA/Legislative.**

Trustee Sullivan gave an update from the March 10, 2018, ICCTA conference he attended along with President Bullock and Trustee Deters. He provided a handout summarizing the conference topics and actions taken by the Board. A few of the actions taken by the ICCTA Board which he highlighted include that ICCTA:

- Voted to oppose Governor Rauner's recommendation to shift the employer share of public employee pensions to local community college districts;
- Directed ICCTA staff to investigate possible regularity changes to the Illinois Public Funds Investment Act in order to expand investment options for community colleges;
- Authorized ICCTA staff to take appropriate action to address inconsistencies in dual-credit offerings between four-year and out-of-state institutions and Illinois community colleges.

### **Resource & Development.**

Trustee Reynolds, Committee Chair, said the Committee met on March 8, 2018, for an in-depth review of items which will appear later in the agenda. She said she would comment on these items as they are discussed according to the agenda.

### **Finance.**

Trustee Deters, Committee Chair, said the Committee met on March 8, 2018, for an in-depth review of items which will appear later in the agenda. She said she would comment on these items as they are discussed according to the agenda.

### **Buildings & Site.**

Chair Storm, on behalf of Buildings and Site Committee Chair Owen, said the Committee had not met since the last regular Board meeting and he had no report at this time.

### **Student Report.**

Student Trustee Meaker highlighted recent events hosted by the Student Ambassadors and Student Government Association (SGA). He also highlighted upcoming elections for Student Trustee and SGA.

### **President's Report.**

Dr. Bullock said:

- Congratulations to Coach Dave Johnson and the Laker Women's Basketball team that finished runner-up in the Region 24 tournament. The team represented Lake Land proudly and player Avery Jackson was recognized on the All Region 24 team.
- Kudos to Lake Land Ag students who sponsored an online alumni pig sale in which sales of the 17 show pigs consigned by Lake Land Ag alumni totaled over \$21,000. The Ag Division received a percentage of the sales. Over 1,000 people visited the online site and there were 72 bidders in total. The pigs were sold to buyers from Arizona, Texas, Nebraska, Indiana, Illinois and Ohio.
- To date, the College has received 86.5% of the FY 2017 state credit hour reimbursement and equalization appropriation (received \$9.0 million of \$10.4 million appropriated), and 87.0% of FY 2018 appropriations (received \$7.6 million of \$8.7 million appropriated).
- The College has also received 91.3% of the FY2017 funding for Illinois Department of Corrections and Illinois Department of Juvenile Justice programs (received nearly

\$5.5 million on \$6.0 million invoiced). All invoiced funds for FY 2018 remain outstanding.

### **Business Items.**

### **Non-action Items.**

### **Faculty Focus on Advancing Student Success.**

Trustees heard a presentation from Mr. Scott Rhine, IT Instructor/Program Coordinator, on the IT Innovation Lab. He displayed various innovative products under development including a prosthetic arm for a three-year old girl, a prosthetic finger for a Lake Land student and 3-D printed “Laker” cookies cutters.

### **Appointment of Naming Advisory Committee.**

Trustees reviewed a request by Trustee Sullivan to rename the Zero Energy Building (ZEB) as Lensink Hall in honor of the outstanding service and professional contributions to the College by Mr. Scott Lensink, the College’s sixth president. Per Board Policy 11.10, Chair Storm appointed the following individuals to a Naming Advisory Committee in consideration of this request: Trustee Bruce Owen, Trustee Meg Steward, Trustee Doris Reynolds, President Bullock as ex-officio, and Ms. Jackie Joines, Executive Director for College Advancement, as ex-officio. Chair Storm said the Naming Advisory Committee will plan to meet in April 2018.

### **Proposed Revisions to Policy 06.45 – Faculty and Staff Research and Consulting and Proposed Adoption of Board Policy 11.29 – Research by Internal or External Constituents.**

Trustees reviewed a recommendation from Dr. Lynn Breer, Director of Institutional Research, on behalf of the College’s Research Review Board to adopt Policy 11.29 - *Research by Internal or External Constituents* to ensure that all human subject research requests align with the Department of Health and Human Services Protection of Human Subjects Act and to revise Policy 06.45 - *Faculty and Staff Research and Consulting* to define this policy as focusing solely on consulting.

Dr. Bullock said the proposed adoption of Policy 11.29 and proposed revisions to Policy 06.45 were submitted as first reading and will be brought to the Board for action during the April 2018 regular Board meeting.

### **Calendar of Events.**

Trustees received a calendar of upcoming events.

### **Correspondence.**

Trustees reviewed two items of correspondence.

### **Action Items.**

#### **Naming of Business/Industry Partnership Award Recipient.**

Trustees heard a recommendation from Mr. Jon Althaus, Vice President for Academic Services, to name The Equity in Effingham as the College's recipient of the 2018 Business/Industry Partnership Award.

Trustee Reynolds moved and Trustee Sullivan seconded to approve the naming of The Equity in Effingham as the College's recipient of the 2018 Business/Industry Partnership Award for submission to ICCTA in consideration of the state-level award.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

#### **Naming of Full-Time Faculty Award Recipient.**

Trustees heard a recommendation from Mr. Althaus to name Mr. Scott Rhine, IT Instructor/Program Coordinator, IT-Network Admin, as the College's recipient of the 2018 ICCTA Full-Time Outstanding Faculty Member Award.

Trustee Deters moved and Trustee Reynolds seconded to approve the naming of Mr. Scott Rhine, IT Instructor/Program Coordinator, IT-Network Admin, as the College's recipient of the 2018 ICCTA Full-Time Outstanding Faculty Member Award for submission to ICCTA in consideration of the state-level award.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

#### **Naming of Part-Time Faculty Award Recipient.**

Trustees heard a recommendation from Mr. Althaus to name Ms. Ellen Trainor, Agriculture Instructor, as the College's recipient of the 2018 ICCTA Part-Time Outstanding Faculty Member Award.

Trustee Sullivan moved and Trustee Cadwell seconded to approve the naming of Ms. Ellen Trainor, Agriculture Instructor, as the College's recipient of the 2018 ICCTA Part-Time

Outstanding Faculty Member for submission to ICCTA in consideration of the state-level award.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Tuition and Fees Rates effective Summer and Fall 2018.**

Trustees heard a recommendation from Dr. Bullock and Mr. Bryan Gleckler, Vice President for Business Services, to approve proposed tuition and fees rates for Summer and Fall 2018 including a \$3.00 increase in the tuition rate per credit hour and an increase of \$1.00 per credit hour service fee. Trustees also reviewed a proposed Dual Credit options/rate structure. Mr. Gleckler said that Lake Land has been able to maintain its tuition levels for the past two years, not increasing tuition rates since Summer/Fall 2016. He said the proposed recommendation aligns with inflationary factors and despite the increase the College will remain as one of the most affordable educational options in the state.

Trustee Deters said the Finance Committee met recently for an in-depth review of this recommendation and the Committee's consensus was to recommend to the Board approval of the rates and fees as presented. She also said that Dr. Tina Stovall, Vice President for Student Services, reported having recently met with members of the Student Government Association to discuss the proposed tuition and fees rates and that there were no questions or concerns expressed by students during this meeting.

Trustee Deters moved and Trustee Steward seconded to approve as presented the Summer and Fall 2018 Tuition and Fees Rates to include a \$3.00 increase in the tuition rate per credit hour, an increase of \$1.00 per credit hour in the service fee and a Dual Credit options/rate structure.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Acceptance of Reporting of January 2018 Financial Statements.**

Trustees reviewed the January 2018 Financial Statements and a memorandum from Mr. Bryan Gleckler, Vice President for Business Services, highlighting variances for the statements. This information included a summary of all operational expenditures (Funds 1 and 2) year to date as compared to budgeted amounts, a salary and benefits summary. Trustees heard a brief overview from Mr. Gleckler regarding variances in the revenue and expenditures to date in FY 2018.

Trustee Deters said the Finance Committee met recently for an in-depth review of this information and the Committee's consensus was to recommend to the Board approval of the financial statements.

Trustee Deters moved and Trustee Sullivan seconded to approve the January 2018 Financial Statements as presented.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Bid for Outdoor Digital Marquee Sign.**

Trustees heard a recommendation from Mr. Gleckler to approve the bid from T. Ham Sign, Inc. of Mt. Vernon in the amount of \$48,709.61 for the design and purchase of an outdoor digital marquee sign. Trustees reviewed the bid tabulation sheet detailing bids received from five different vendors and the proposal from T. Ham Sign, Inc.

Trustee Deters said the Finance Committee met recently for an in-depth review of this recommendation and the Committee's consensus was to recommend to the Board approval of the bid from T. Ham Sign, Inc. as presented.

Trustee Steward moved and Trustee Cadwell seconded to approve as presented the bid from T. Ham Sign, Inc. of Mt. Vernon, Illinois, in the amount of \$48,709.61 for the design and purchase of an outdoor digital marquee sign.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Bid for GPS Rover and Controller Equipment.**

Trustees reviewed a recommendation from Mr. Josh Fulk, Civil Engineering Technology Program Coordinator, to approve the bid from Seiler Instrument of St. Louis, Missouri, in the amount of \$27,666.59 for the purchase of GPS equipment to be used in the Civil Engineering Technology Program. Trustees heard a recommendation from Mr. Gleckler to approve this bid. Mr. Gleckler said funding from the Perkins Program will pay for this purchase.

Trustee Deters said the Finance Committee met recently for an in-depth review of this recommendation and the Committee's consensus was to recommend to the Board approval of the bid from Seiler Instrument for GPS equipment as presented.

Trustee Deters moved and Trustee Steward seconded to approve as presented the bid from Seiler Instrument of St. Louis, Missouri, in the amount of \$27,666.59 for the purchase of GPS equipment.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Bid for Wide Path Mower Purchase.**

Trustees heard a recommendation from Mr. Gleckler to approve the bid from MTI Distributing of Berkeley, Missouri, in the amount of \$52,422.65 for the purchase of a Toro Groundsmaster wide path mower. Trustees reviewed the bid tabulation sheet detailing the bids received from two vendors.

Trustee Deters said the Finance Committee met recently for an in-depth review of this recommendation and the Committee's consensus was to recommend to the Board approval of the bid from MTI Distributing for the purchase of the wide path mower as presented.

Trustee Cadwell moved and Trustee Sullivan seconded to approve as presented the bid from MTI Distributing of Berkeley, Missouri, in the amount of \$52,422.65 for the purchase of a Toro Groundsmaster wide path mower.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Acceptance of Addendum for CTS Performance Contract and Project Management Services.**

\*The agenda item was noted that the Addendum could be viewed at:

[https://www.lakelandcollege.edu/col/board\\_minutes/minutes\\_index.cfm](https://www.lakelandcollege.edu/col/board_minutes/minutes_index.cfm)

Trustees heard a recommendation from Dr. Bullock and Mr. Gleckler to approve the above-referenced Addendum of the contract with The CTS Group of St. Louis, Missouri, to define the additional work to be completed by CTS for the renovation, addition and utility upgrades of the facility that will become the proposed "Board and Administration Center." Dr. Bullock said this action follows information presented to the Board in February 2018 in which the Board granted approval of the project to renovate the Child Care Facility. Mr. Gleckler highlighted various aspects of the Addendum with CTS for their performance contract and project management services.



Trustee Sullivan moved and Trustee Deters seconded to accept as presented the Addendum with The CTS Group of St. Louis, Missouri, for a Performance Contract and Project Management Services of the renovation/addition of the current Child Care Facility.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Approval of Resolution No. 0318-009 Authorizing and Providing for an Installment Purchase Agreement for the Purpose of Paying the Cost of Improving Community College Buildings for the Community College District, and for the Issue of Approximately \$16,025,000 General Obligation Debt Certificates (Limited Tax), Series 2018A, of the Community College District Evidencing the Rights to Payment under Said Agreement, Providing for the Security for and Means of Payment under Said Agreement of Said Certificates, and Authorizing the Sale of Said Certificates to the Purchaser Thereof.**

The Agenda was noted that the Resolution could be viewed at:

[https://www.lakelandcollege.edu/col/board\\_minutes/minutes\\_index.cfm](https://www.lakelandcollege.edu/col/board_minutes/minutes_index.cfm)

Trustees heard a recommendation from Dr. Bullock and Mr. Gleckler to approve the above-referenced Resolution. Mr. Gleckler said that the administration has been working with legal counsel and PMA Securities for the steps required to fund the renovations/additions for the Child Care Facility and Luther Student Center projects as discussed with the Board since last fall. Mr. Gleckler said this Resolution creates the debt and approves the sale of debt certificates, both of which are required as part of the bonding process. Trustees learned that additional actions will be brought to the Board for approval each month through June 2017 to complete this process.

Trustee Cadwell moved and Student Trustee Meaker seconded to approve as presented Resolution No. 0318-009 - Authorizing and Providing for an Installment Purchase Agreement for the Purpose of Paying the Cost of Improving Community College Buildings for the Community College District, and for the Issue of Approximately \$16,025,000 General Obligation Debt Certificates (Limited Tax), Series 2018A, of the Community College District Evidencing the Rights to Payment under Said Agreement, Providing for the Security for and Means of Payment under Said Agreement of Said Certificates, and Authorizing the Sale of Said Certificates to the Purchaser Thereof. [A full and complete copy of the Resolution is attached to and part of these minutes.]

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Closed Session.**

6:58 p.m. – Trustee Sullivan moved and Trustee Steward seconded to convene to closed session, Pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1) [Illinois General Assembly 2017 et. Seq.], to discuss the employment, appointment, compensation, performance or dismissal of specific employees.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Return to Open Session – Roll Call.**

7:51 p.m.

**Trustees Physically Present:** Mr. Gary Cadwell; Ms. Ann Deters, Secretary; Ms. Doris Reynolds, Vice-Chair; Ms. Meg Steward; Mr. Dave Storm, Chair; Mr. Mike Sullivan; and Mr. Charles Meaker, Student Trustee.

**Trustees Absent:** Trustee Owen.

**Approval of Faculty Tenure Recommendations as Discussed in Closed Session.**

Trustee Reynolds said the Resource and Development Committee met recently for an in-depth review of these recommendations and the Committee's consensus was to recommend to the Board granting of tenure to eight faculty members as noted in the motion below.

Following discussion on the topic in closed session, Trustee Reynolds moved and Trustee Cadwell seconded to approve granting of tenure for the following eight employees effective Fall 2018: Mr. Daniel Allen, Physics Instructor; Mr. Joshua Fulk, Civil Engineering Technology Instructor/Coordinator; Ms. Cassie Koester, Nursing Instructor; Mr. James Munger, IT Web Technology Instructor/Coordinator; Ms. Rakhsha Nasseripour, Physics Instructor; Ms. Katie Parrish, Sociology Instructor; Ms. Kimberly Smithenry, Nursing Instructor; and Ms. Ryan Wildman, Agriculture Business Instructor.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Approval of Reappointment of Tenured and Non-Tenured Faculty Members as Discussed in Closed Session.**

Trustee Reynolds said the Resource and Development Committee met recently for an in-depth review of this recommendation and the Committee’s consensus was to recommend to the Board the reappointment of tenured and non-tenured faculty members as noted in the motion below.

Following discussion on the topic in closed session, Trustee Reynolds moved and Trustee Cadwell seconded to approve the reappointment of tenured and non-tenured faculty members for the 2018/19 academic year as follows:

<u>First Year Non-Tenure</u> Beulah Uphoff	<u>Division</u> Allied Health (Spring 2018)
<u>Second Year Non-Tenure</u> Jarrett Dunn Laura Paruleski Tanille Ulm Molly Yeske	<u>Division</u> Math and Science Allied Health (Spring 2017) Social Science and Education Allied Health
<u>Third Year Non-Tenure</u> Haylee Brandt Robert Miller Jordan Rauch	<u>Division</u> Allied Health Agriculture (Spring 2016) Agriculture
<u>Fourth Year Tenure</u> Daniel Allen Joshua Fulk Cassie Koester Rakhasha Nasseripour Katie Parrish Kimberly Smithenry Ryan Wildman	<u>Division</u> Math and Science Technology Allied Health Math and Science Social Science and Education Allied Health Agriculture
<u>Fifth Year Tenure</u> James Munger	<u>Division</u> Business
<u>Continued Tenure Status</u> Iffat Ali Lara Bacino Althaus Dyke Barkley Cheryl Beam Michael Beavers Jodi Birdwell	<u>Division</u> Math and Science Social Science and Education Agriculture Allied Health Technology Humanities and Communication

Kathy Black	Business
Tara Blaser	Humanities and Communication
Andrea Bright	Counseling
Dewayne Brown	Vandalia Correctional Center
Cathy Bunton	Social Science and Education
Bryan Burrell	Counseling
Krista Burrell	Counseling
Dion Buzzard	Technology
Nancy Caldwell	Humanities and Communication
Tom 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
Allen Drake	Agriculture
Scott Drone-Silvers	Library
Amy Duckett	Business
Lisa Earp	Business
Terri Fields	Social Science and Education
Kay Foreman	Allied Health
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
Shelle Hartzel	Math and Science
Helen Hendren	Social Science and Education
Dustin Heurman	Social Science and Education
Sarah Hill	Library
Kristen Holsapple	Allied Health
Shannon Hood	Allied Health
Salisa Hortenstine-Olmsted	Humanities and Communication
Lucinda Horton	Math and Science
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
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
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
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
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
Rick Watson	Technology
Tara Veach Watson	Humanities and Communication
Janet Waymoth	Allied Health
Jeff White	Math and Science
Nicole Zeller	Allied Health

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Appointment of Division Chairs as Discussed in Closed Session.**

Trustee Reynolds said the Resource and Development Committee met recently for an in-depth review of these recommendations and the Committee's consensus was to recommend to the Board the reappointment of six division chairs as noted in the motion below.

Following discussion on the topic in closed session, Trustee Reynolds moved and Trustee Deters seconded to approve the reappointment of six division chairs for Fall 2018 and Spring 2019 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

Trustees learned the administration will recommend an appointment for a Technology Division Chair at an upcoming meeting.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Resolution No. 0318-010 to Approve Second Addendum to Employment Agreement with Dr. Jonathan "Josh" Bullock, Lake Land College President, Extending the Term through June 30, 2021, Clarifying an Existing Benefit, and as Discussed in Closed Session.**

The agenda item was noted that a complete copy of the proposed resolution and second addendum was available at:

[https://www.lakelandcollege.edu/col/board\\_minutes/minutes\\_index.cfm](https://www.lakelandcollege.edu/col/board_minutes/minutes_index.cfm) or by contacting the College's Office of the President at 217-234-5222.

The agenda item was also noted that copies of the President's original employment contract and the first addendum were available at:  
[https://www.lakelandcollege.edu/col/board\\_minutes/employment\\_contract.cfm](https://www.lakelandcollege.edu/col/board_minutes/employment_contract.cfm) or by contacting the College's Office of the President at 217-234-5222.

Following discussion on the topic in closed session, Trustee Deters moved and Trustee Reynolds seconded to approve as presented Resolution No. 0318-010 - Approving Second Addendum to Employment Agreement with Dr. Jonathan "Josh" Bullock, Lake Land College President, Extending the Term through June 30, 2021, Clarifying an Existing Benefit. [A full and complete copy of the Resolution is attached to and part of these minutes.]

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

#### **Approval of Recommendation to Terminate Employment of a Commercial Custodian Instructor at Graham Correctional Center as Discussed in Closed Session.**

Following discussion on the topic in closed session, Trustee Sullivan moved and Trustee Reynolds seconded to approve the recommendation to terminate the employment of Mr. Ron Lawrence, a Commercial Custodian Instructor at Graham Correctional Center, effective immediately.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

#### **Approval of Request for a General Leave of Absence Without Pay by a Career Technology Instructor at Southwestern Illinois Correctional Center as Discussed in Closed Session.**

Following discussion on the topic in closed session, Trustee Cadwell moved and Trustee Steward seconded to deny the request for an additional general leave of absence without pay through March 25, 2018, by Ms. Abigail Kerkhoff, a Career Technology Instructor at Southwestern Illinois Correctional Center, and require Ms. Kerkhoff to return to work on Thursday, March 15, 2018.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.  
 Absent: Owen. Student Advisory Vote: Meaker voted yes.  
 Motion carried.

**Approval of Human Resources Report as Discussed in Closed Session.**

Trustees reviewed the proposed Human Resources Report. Dr. Bullock highlighted a proposed full-time, grant-funded position for the TRiO Destination College program.

Following discussion on this item in closed session, Trustee Reynolds motioned and Trustee Sullivan seconded to approve the following Human Resources Report:

**The following employee is recommended for leave**

Baxter, William	FMLA	2/22/18-3/17/18
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**Additional Appointments**

**The following employees are recommended for additional appointments**

	<b>Position</b>	<b>Effective Date</b>
<b>Part-time</b>		
Bush, Kodey	Tutor-Disability Services - Student Primary Position is Tutor - Student Lrng Asst	01/17/2018
Bush, Kodey	Tutor-Student Community Education Primary Position is Tutor - Student Lrng Asst	01/17/2018
Huang, Hsin Hui	Tutor-Student Community Education Primary Position is Counseling - Clerical Worker	12/21/2017
Huang, Hsin Hui	Tutor - Student Learning Assistance Primary Position is Counseling - Clerical Worker	12/21/2017
Oliver, Steven	Tutor-Disability Services - Student Primary Position is Tutor-Disability Services	02/09/2018
Oliver, Steven	Tutor-Student Community Education Primary Position is Tutor-Disability Services	02/09/2018
Oliver, Steven	Tutor - Student Learning Assistance Primary Position is Tutor-Disability Services	02/09/2018
Padrick, Lynae	Human Resources Assistant Primary Position is Career Services Assistant	03/16/2018
Paruleski, Laura	Allied Health Adjunct Faculty ADN Sub Primary Position is Nursing Instructor	02/09/2018
<b>Part-time - Grant Funded</b>		
Bush, Kodey	Tutor-Student Carl Perkins Primary Position is Tutor - Student Lrng Asst	01/17/2018
Huang, Hsin Hui	Tutor-Student Carl Perkins Primary Position is Counseling - Clerical Worker	12/21/2017
Oliver, Steven	Tutor-Student Carl Perkins	02/09/2018



Primary Position is Tutor-Disability Services

**End Additional Appointments**

**The following employees are ending their additional appointment**

	<b>Position</b>	<b>Effective Date</b>
<b>Part-time</b>		
Oliver, Steven	Work N Learn - Technology	09/10/2017
Reynolds, Gregory	Adult Education Instructor	02/05/2018
Satterfield, Ryan	Wind Turbine Technician	12/17/2017
Strohl, Cassidy	Bookstore Rushworker	02/05/2018

**Position Recommendation**

**The following position has been recommended by the Lake Land College President's Cabinet**

Outreach Advisor and Office Coordinator for TRIO Destination College Support staff (Level 13) 3/12/18

**New Hire-Employees**

**The following employees are recommended for hire**

	<b>Position</b>	<b>Effective Date</b>
<b>Unpaid Volunteer</b>		
Clatfelter, Aleah	Dual Credit Instructor	02/27/2018
Hank, Gage	Ag Volunteer	02/01/2018
Pryor, Justin	ISS Unpaid Intern	02/26/2018
Schumaker, Zackery	Ag Volunteer	02/01/2018
Seward, Larissa	ECIDC Executive Director	02/01/2018
Wilson, Chisum	Tech Team Volunteer	02/23/2018
<b>Full-time - Grant Funded</b>		
Boylen, Alana	Correctional Commercial Cooking Instructor Western IL CC	01/29/2018
McGee, Patrick	Correctional Career Technology Instructor Hill CC	03/02/2018
Patera, Richard	Associate Dean of Correctional Programs Shawnee CC	04/09/2018
<b>Part-time</b>		
Boulu, Bernie	International Student Ambassador	02/02/2018
Bush, Kodey	Tutor - Student Learning Assistance	01/17/2018
Crossen, Kaitlyn	Fitness Center Specialist	01/30/2018
Gabel, Kennedy	Financial Aid Outreach Coordinator	02/26/2018
Gossett, Larry	Adjunct Faculty Technology	02/16/2018
Starwalt, William	Newspaper Editor - Student Newspaper	01/08/2018
Wediko, Emmanuel	International Student Ambassador	02/02/2018
Westfall, Emily	Counseling - Clerical Worker	01/23/2018

**College Work Study**

Black, Zachary                      College Work Study – Social Science                      02/09/2018

**Terminations/Resignations**

**The following employees are terminating employment**

	<b>Position</b>	<b>Effective Date</b>
<b>Unpaid Volunteer</b>		
Koester, Jay	Dual Credit Instructor (deceased)	03/01/2018
<b>Full-time Grant Funded</b>		
Kesler, Lynndi	Corr Career Technology Instr-Big Muddy CC	03/02/2018
Lawrence, Ron	Corr Commercial Custodian-Graham CC	03/12/2018
Runde, Erica	Employment Specialist	03/12/2018

**Part-time**

Austin, Hollie	Web Programmer	02/16/2018
Black, Thomas	Pathways Classroom Assistant	01/11/2018
Elam, Kasey	Bookstore Rush Worker	02/05/2018
Gatons, Grace	Bookstore Rush Worker	02/05/2018
Grant, Nancy	Lab Supervisor	03/12/2018
Hall, Cassandra	Custodian	02/23/2018
Hostetter, Robin	Print Shop Technician Assist	08/17/2017
Jones, Kayla	Human Resources Assistant	02/16/2018
Mahlmeister, Katherine	Bookstore Rush Worker	02/05/2018
Miller, Pamela	Adjunct Faculty Social Science	07/22/2016
Nino Pardo, Wilson	International Stu Ambassador	12/31/2017
Patton, Anna	CTPD Staff Dev Presenter	02/14/2018
Vergara, Mandy	Cosmetology Clinical Instructor	02/01/2018
White, Barbara	Bookstore Rush Worker	02/05/2018
Willenborg, Meghan	Bookstore Rush Worker	02/05/2018

**Transfers/Promotions**

**The following employees are recommended for a change in position**

	<b>Position</b>	<b>Effective Date</b>
<b>Full-time</b>		
Blazich, Jerri	Administrative Asst to College Advancement Transferring From TRIO Office Coordinator (pt)	02/15/2018
<b>Full-time - Grant Funded</b>		
Harrington, Elizabeth	Assistant to Dean of Corrections Transferring From Adm Asst to Dean of Corrections	03/19/2018
Laumbattus, Doug	Associate Dean Murphysboro Re-entry Transferring From Associate Dean Pinckneyville CC	04/02/2018
Owens, Serenna	Associate Dean Pinckneyville CC Transferring From Corr Horticulture Instr Southwestern IL CC	04/03/2018

Patera, Richard

Associate Dean Shawnee CC  
Transferring From Corr Career Tech Instr  
Vienna CC

04/09/2018

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: Owen. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Other Business. (Non-action)**

There was no additional discussion.

### **Adjournment.**

Student Trustee Meaker moved and Trustee Deters seconded to adjourn the March 12, 2018, meeting of the Lake Land College Board of Trustees at 7:59 p.m.

Motion carried with unanimous voice vote approval.

Approved by:

\_\_\_\_\_  
/s/Mr. Dave Storm, Board Chair

\_\_\_\_\_  
/s/Ms. Ann Deters, Board Secretary

\*Note – See Board of Trustees web page for any referenced attachments to these minutes.

[https://www.lakelandcollege.edu/col/board\\_minutes/](https://www.lakelandcollege.edu/col/board_minutes/)