

**Lake Land College**  
Resource and Development Committee  
May 17, 2023

***Minutes***

The Resource and Development Committee of the Board of Trustees met on May 17, 2023, in room 011 of the Board and Administration Center, Mattoon. Committee Chair Reynolds called the meeting to order at 11:30 a.m.

Trustee Committee Members Physically Present:

Ms. Doris Reynolds, Committee Chair  
Mr. Kevin Curtis, Committee Member  
Ms. Denise Walk, Committee Member  
Mr. Gary Cadwell, Ex-officio

Trustee Committee Members Participating via Telephonic Means:

None

Trustee Committee Members Absent or Not Participating by Any Means:

Ms. Jacqueline Schertz, Student Trustee

Other Trustee Participants:

Mr. Dave Storm  
Mr. Mike Sullivan  
Mr. Tom Wright

Other Meeting Participants Physically Present:

Dr. Josh Bullock, President  
Ms. Jean Anne Highland, Chief of Staff  
Dr. Ike Nwosu, Vice President for Academic Services  
Mr. Greg Nuxoll, Vice President for Business Services  
Dr. Valerie Lynch, Vice President for Student Services  
Ms. Madge Shoot, Comptroller  
Ms. Seirra Laughhunn, Executive Assistant to the President's Office

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

There were no public comments.

**Approval of Minutes of May 4, 2023, Committee Meeting.**

Trustee Cadwell moved and Trustee Curtis seconded to approve the minutes of the May 4, 2023, Resource and Development Committee meeting and closed session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds and Walk.

No: None.

Absent: None.

Student Trustee Advisory Vote: Ms. Schertz was absent.

**Motion Carried.**

**Base Salary Increase for Administrative, Supervisory and Support Staff, Excluding Correctional Centers.**

Trustees heard a recommendation from President Bullock and Mr. Greg Nuxoll, Vice President for Business Services, regarding the administration's recommendation that employees in the administrative, supervisory and support staff classifications receive a 5% base salary increase plus an additional \$1,500 for FY 2024 compensation. Dr. Bullock and Mr. Nuxoll highlighted the need for the College to provide more competitive wage rates given the economic challenges from the COVID-19 pandemic, inflationary pressures, and our recent challenges in attracting and retaining employees in numerous open positions, especially at the lower salary grade levels. He said providing a higher than normal pay increase aligns with our strategic objective to become a preferred employer in the region. Mr. Nuxoll highlighted how the additional \$1,500 will help address wage compression issues by enabling employees at the lower end of the pay scale to receive a higher percentage wage increase and get them closer to their midpoint. He said the proposed increase will also address any employee negatively impacted last year with the abnormally high salary grid level changes in which newly hired employees could make as much or even more than current employees due to adding years of experience credit. Mr. Nuxoll highlighted the various percentage increases by grade level. He also highlighted the estimated total financial impact to the College by funds (1, 2 and other funds) if the Board approves this salary increase recommendation. He also noted that the administration will begin budgeting for expected SURS penalties since some employees will receive more than a 6% increase.

Trustees asked if the administration had considered other means for attracting and retaining employees. Various suggestions were given for the administration to consider in the future such as increasing the number of years for which credit is given for relevant work experience for employees in the grade levels of 11-13, providing a sign-on bonus, and/or providing a recruitment incentive to current employees. Dr. Bullock confirmed the Cabinet will consider these suggestions in the coming months.

Trustee Curtis moved and Trustee Walk seconded to recommend to the full Board approval as presented the proposed base salary increases for administrators, supervisors, and support staff, excluding correctional center employees, with a 5% base increase and an additional \$1,500 for FY 2024 compensation.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds and Walk.

No: None.

Absent: None.

Student Trustee Advisory Vote: Ms. Schertz was absent.

**Motion Carried.**

**Salary Schedule**

Dr. Bullock provided a recommendation for an updated salary grade schedule for employees in the administrative, supervisory and support staff classifications, excluding Correctional Center employees. Trustees reviewed the proposed schedule which reflects a 4% base increase to the rates effective FY 2024.

Trustee Walk moved and Trustee Curtis seconded to recommend to the full Board approval as presented of the salary schedule, with a 4% base increase to the rates effective FY 2024.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds and Walk.

No: None.

Absent: None.

Student Trustee Advisory Vote: Ms. Schertz was absent.

**Motion Carried.**

**Other Business.**

Dr. Bullock said that the administration is finalizing proposed changes to the part-time rates and stipends schedule and will bring the final recommendations to the full Board during the June regular Board meeting. Committee members expressed support for this strategy.

There was no additional discussion.

**Adjournment.**

Trustee Walk moved and Trustee Curtis seconded to adjourn the meeting at 12:14 p.m.

Motion carried with unanimous voice vote.

Approved by:

/s/Doris Reynolds

Resource and Development Committee Chair/Secretary