

**Lake Land College**  
Resource and Development Committee  
June 5, 2019

***Minutes***

The Resource and Development Committee of the Board of Trustees met on June 5, 2019, in room 011 of the Board and Administration Center at Lake Land College, Mattoon, Illinois. Board Chair Reynolds, in the absence of Committee Chair Sullivan, called the meeting to order at 11:30 a.m.

Trustee Committee Members Physically Present:

Mr. Dave Storm, Committee Member  
Ms. Denise Walk, Committee Member  
Ms. Doris Reynolds, Ex-officio Committee Member

Trustee Committee Members Absent:

Mr. Mike Sullivan, Committee Chair  
Ms. Shelbie Kile, Student Trustee

Other Trustees Present:

Mr. Gary Cadwell

Others Present:

Dr. Josh Bullock, President  
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  
Ms. Dustha Wahls, Director of Human Resources  
Ms. Madge Shoot, Comptroller  
Mr. Scott Rawlings, Director of Physical Plant Operations

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

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

**Approval of Minutes of March 7, 2019, Committee Meeting and Closed Session.**

Trustee Storm moved and Trustee Walk seconded to approve the minutes of the March 7, 2019, Resource and Development Committee meeting.

There was no further discussion.

Roll Call Vote:

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

Motion Carried.

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

Trustees heard a recommendation from President Bullock and Mr. Bryan Gleckler, Vice President for Business Services, for base salary adjustments for administrative, supervisory and support employees, excluding correctional centers. Mr. Gleckler said the recommendation is consistent with what was agreed upon with the College's collective bargaining groups, with the formula for the increase being based upon a percentage of state funding the College receives for credit hour reimbursement, equalization and supplemental funding compared to FY 2015 levels into the College's operating fund. He said that given the budget that was recently adopted by the state, staff would receive the 4.0% increase based on this formula. Trustees learned the financial impact of the proposed 4.0% base salary increase for administrative, supervisory and support staff would be \$59,841 on the general operating funds and an additional \$34,893 on the ancillary funds.

Trustee Walk moved and Trustee Storm seconded to recommend to the Board approval of a base salary increase of 4.0% for FY 2019 for administrative, supervisory and support employees, excluding correctional center employees, and the adjustments for those staff impacted by the salary guideline changes effective July 1, 2018.

There was no further discussion.

Roll Call Vote:

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

Motion Carried.

**Salary Schedule.**

Trustees reviewed a memorandum from Ms. Dustha Wahls, Director of Human Resources, regarding a recommendation to approve the FY 2020 Salary Grades and Ranges Schedule. Trustees also heard a recommendation from Dr. Bullock and Mr. Gleckler for approval of the Schedule. Mr. Gleckler said the recommended Schedule reflects a 3% increase in the minimum starting salary and a 4% increase on the maximum salary level from the FY 2019 Schedule. He also said this is consistent with the recommended salary increase level for current employees.

Trustee Storm moved and Trustee Walk seconded to recommend to the Board approval of the FY 2020 Salary Grades and Ranges Schedule as presented for administrative, supervisory and support staff, excluding Correctional Center employees.

There was no further discussion.

Roll Call Vote:

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

**Other Business.**

Dr. Bullock said the budget implementation bill (BIMP) that recently passed the General Assembly and expected to be adopted into law upon the Governor's approval later today reverses the salary increase cap (lowered to 3% last year) back to 6% in a given year to avoid SURS penalties related to end-of-career pension calculations. Dr. Bullock and Mr. Gleckler gave a recommendation that the Board restore the annual salary increase to 6% effective July 1, 2019, for eight current employees who were approved participants of the College's planned retirement program as of July 1, 2018, not included in a collective bargaining group, and impacted by last year's planned retirement changes. Dr. Bullock and Mr. Gleckler also recommended the Board increase the corresponding bonus payout for these eight employees upon retirement by 4.5% for the one year that their salary increase was at the 3% level instead of 6%. Mr. Gleckler said he conducted an analysis of the overall impact of restoring the salary increase to the 6% level moving forward and providing the one-year 4.5% additional bonus incentives. This analysis shows an additional cost of \$2,071.55 versus the normal planned retirement program costs had nothing changed.

Each Committee member present expressed support for the Board to approve this recommendation when it will be presented as an action item during the June 10, 2019, regular Board meeting.

There was no additional discussion.

**Adjournment.**

Trustee Walk moved and Trustee Storm seconded to adjourn the meeting at 11:46 a.m. Motion carried by unanimous voice vote approval.

Approved by:

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/s/Mr. Mike Sullivan, Resource and Development Committee Chair/Secretary