

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



Regular Board Meeting No. 703  
Board and Administration Center, Room 011  
Mattoon, IL  
July 14, 2025

**Minutes**

**Call to Order.**

Chair Wright called the July 14, 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.

**Roll Call.**

**Trustees Physically Present:**

Trustees Physically Present: Mr. Thomas Wright, Chair; Mr. Gary Cadwell; Mr. Chuck Deters; Mr. Larry D. Lilly, Secretary; Mr. Scott Montgomery; Ms. Doris Reynolds; Ms. Denise Walk, Vice-Chair; and Student Trustee Jay Bliler.

**Trustees Absent:** None.

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

1. Approval of Minutes of June 9, 2025, Regular Meeting.
2. Approval of Minutes of June 9, 2025, Closed Session.
3. Approval of Agenda of July 14, 2025, Board of Trustees Meeting.
4. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	820,798.81
Building Fund	\$	163,706.49
Site & Construction Fund	\$	563,982.13
Bond & Interest Fund	\$	500.00
Auxiliary Services Fund	\$	53,344.25
Restricted Purposes Fund	\$	467,511.35
Working Cash Fund	\$	-
Audit Fund	\$	7,000.00
Liability Insurance Fund	\$	29,219.60
Student Accts Receivables	\$	88,016.97
Total	\$	2,194,079.60

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

5. Destruction of Tape Recording of the January 11, 2024, Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

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

There were no public comments.

## **Committee Reports.**

### **ICCTA/Legislative.**

Trustee Walk reported the administration continues to watch for new bills so they can update policies when needed.

## **Resource & Development.**

Trustee Reynolds, Committee Chair, said the Committee did not meet since the last regular Board meeting.

## **Finance.**

Trustee Lilly, Committee Chair, said the Committee met on July 10 regarding items which will be discussed later in the agenda.

## **Buildings & Site.**

Trustee Cadwell, Committee Chair, said the Committee did not meet since the last regular Board meeting.

## **Foundation.**

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

- Please save the date for the 4th annual Foundation & Alumni Awards celebration on Thursday, October 23rd. We'll be recognizing our 2025 Foundation & Alumni award recipients at this event.
- The 2025-2026 Foundation scholarship application reopened June 1st and will remain open the month of August for any students who didn't apply for the first round.

## **Student Report.**

Student Trustee Bliler reported that since the last meeting of the board, the Student Government Association hosted a Red Cross Blood Drive on June 18, 2025. He said that members of the SGA, Student Activity Board, and Navigator News also completed leadership training with Mr. Tim Duffy. The topic of our discussion was increasing attendance at student events, which is consistent with the goal of the organizations in Student Life to increase student involvement and club participation. He said the training went well and many of us gained valuable ideas and inspiration for increasing student involvement both on and off campus. Mr. Bliler said students from the SGA, SAB, and Navigator News are also looking forward to attending the Grand Opening of the Effingham Technology Center on July

30 and preparations are still underway in Student Life to welcome students back to campus for the fall semester on Welcome Day.

## **President's Report.**

Dr. Bullock gave the following updates:

- The College received \$1.5 million in June from the Illinois Department of Corrections for the FY 2025 outstanding balance. A balance of \$482,826 remains outstanding with IDOC.
- The College received no payments from the Illinois Department of Juvenile Justice (IDJJ) in June for the FY 2025 outstanding balance. A total of \$44,014 remains outstanding with IDJJ.
- In June, the College received payments from the State of Illinois for FY 2025 credit hour reimbursement of \$352,776 and equalization of \$574,383. Both credit hour reimbursement and equalization are paid in full for FY 2025.
- The College received no property tax payments in June.

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

### **Athletic Department Honors.**

Mr. Bill Jackson, Director of Athletics, provided a brief presentation on the many accomplishments of our student athletes in the past year. Trustees received a detailed listing of these accomplishments. During the meeting, he provided an overview of the report, and a few members, as well as their coaches from the volleyball, softball and baseball teams, attended to present their district, regional, and/or national plaques.

### **Presentation of FY 2026 Budget.**

Trustees reviewed the proposed FY 2026 Budget Book and heard a presentation from Mr. John Woodruff, Vice President for Business Services, regarding the FY 2026 Budget. Trustees learned the FY 2026 operating budget (Fund 1 and Fund 2) was being presented as a balanced budget with estimated income of \$60,790,628 and corresponding expenditures of this same amount. Mr. Woodruff noted that this is a decrease from the FY 2025 estimated income of \$61,049,472, and he highlighted the areas for the income decreases, including credit hour reimbursement and equalization from the State of Illinois. Dr. Bullock and Mr. Woodruff answered various questions by Trustees. Dr. Bullock said approval of the FY 2026 Budget will be requested during the August 18, 2025, regular Board meeting, and that the proposed FY 2026 Budget must be displayed for public comment for at least 30 days prior to final approval by the Board.

Trustee Lilly said the Finance Committee met recently for an in-depth review of this agenda item. He said the Committee's consensus was to recommend to the Board approval of the FY 2026 Budget as presented.

### **Grants Annual Report.**

Ms. Jean Anne Highland, Chief of Staff, provided highlights of the Grants Annual Report provided by Dr. Beth Craig, Grants Writer and Coordinator. Trustees received a copy of this report.

### **Sunsetting of the FY 2023-2027 Strategic Plan and Final Report.**

Ms. Highland highlighted progress for various strategic initiatives featured in the Strategic Plan Bi-Annual Report and how the college will transition to our bold new vision and strategic plan centered around our motto, "*Education that Fits Your Life.*"

### **Monthly Data Point Discussion – Updated of Key Metrics for Student Success.**

Ms. Lisa Cole, Director of Data Analytics, highlighted some of the metrics that the college closely monitors for long-term improvements and student success goals.

### **Guided Pathways Strategic Enrollment Management Plan Updates.**

Ms. Pam Hartke, Associate Dean of Recruitment & Enrollment Management, provided highlights of this Report and the overall progress of this plan.

### **Calendar of Events.**

Trustees reviewed a calendar of upcoming events. Dr. Bullock reminded the Trustees that the Effingham Technology Center (ETC) Grand Opening is set for Wednesday, July 30, 2025, with a dedication ceremony at 5:30 p.m. and open house from 3 p.m. to 7 p.m. Dr. Bullock reminded members there will be a Buildings and Site Committee meeting on Thursday, August 14th at 8 a.m. for a review of our campus master planning. He also reminded the Trustees that the August Board meeting will be held on the third Monday of the month, August 18, 2025, at the Effingham Technology Center due to timing requirements for presenting and then approving the FY Budget.

### **Action Items**

#### **Approval of Revised Guidelines for Athletic Scholarships.**

President Bullock presented on a request from Mr. Jackson for the Board to approve a revision to the Athletic Scholarship Guidelines. Trustees received a copy of these Guidelines. Dr. Bullock reported that the National Junior College Athletic Association (NJCAA) recently released updates regarding the number of Athletic Scholarships allowed for NJCAA baseball programs, increasing the number of annual scholarships from 24 to 30 scholarships effective immediately.

Trustee Deters moved and Trustee Reynolds seconded to accept as presented revisions to the Athletic Scholarship Guidelines, allowing additional baseball program Athletics Scholarships in accordance with the National Junior College Athletic Association (NJCAA) Guidelines and increasing the number of annual baseball scholarships from 24 to 30, effective immediately.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

## **Acceptance of Grants.**

Ms. Highland presented on a memo from Dr. Beth Craig, Grants Writer and Coordinator, requesting that the Board accept the following grants:

- A Pipeline for the Advancement of the Healthcare Workforce Program (PATH) Grant in the amount of \$360,104.54 from the Illinois Community College Board (ICCB). The purpose of this grant is to create, support, and expand the opportunities of individuals to enter into or advance their careers in the healthcare industry by obtaining credentials, certificates, and degrees.
- An Illinois Public Risk Fund (IPRF) Safety Grant in the amount of \$18,777. IPRF administers our workers compensation program. The purpose of this grant is to ease the burden of safety-related expenses.
- A five-year grant from the TRIO Student Support Services (SSS) program, with the first-year award at \$286,109. This grant program was established to increase the retention and graduation rates of students who are traditionally underrepresented in higher education, which includes low-income, first-generation, and students with disabilities.
- A supplemental funding grant in the amount of \$78,186.63 from the Illinois Green Economy Network (IGEN). This grant opportunity was established to fund eligible projects that are related to energy efficiency or renewable energy, including equipment, installation, or upgrade projects. The eligible projects had to be completed with College funds spent during the fiscal year between the dates of July 1, 2024 and May 31, 2025. Thus, acceptance of these grant funds will be used to reimburse the College for energy-efficiency projects that have already been completed.

Trustee Reynolds moved and Trustee Walk seconded to accept as presented the following grants:

- A Pipeline for the Advancement of the Healthcare Workforce Program (PATH) Grant in the amount of \$360,104.54 from the Illinois Community College Board (ICCB).
- An Illinois Public Risk Fund (IPRF) Safety Grant in the amount of \$18,777.
- A five-year grant from the TRIO Student Support Services (SSS) program, with the first-year award at \$286,109.
- A supplemental funding grant in the amount of \$78,186.63 from the Illinois Green Economy Network (IGEN).

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Acceptance of May 2025 Financial Statements.**

Trustees reviewed the May 2025 Financial Statements and a memorandum from Mr. Woodruff, Vice President for Business Services, that highlighted the Financial Statements and significant variances.

Trustee Deters moved and Trustee Montgomery seconded to approve as presented the May 2025 Financial Statements.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Declaration of Surplus Item(s) or Equipment.**

Mr. Woodruff requested the Board declare as surplus the following items or equipment which have become obsolete and no longer have value to the College:

- Ammunition from the Police Department that is no longer needed and was originally purchased for use by part-time officers, including 1,250 rounds of 45 caliber bullets and 504 rounds of 40 caliber bullets.
- Various furniture items from the Kluthe Center that are no longer needed, including 18 panels and 2 Nova lecterns.

Trustee Cadwell moved and Trustee Walk seconded to declare as surplus the following items or equipment and grant authorization to dispose of these items in a manner most beneficial to Lake Land College:

- Ammunition from the Police Department that is no longer needed and was originally purchased for use by part-time officers, including 1,250 rounds of 45 caliber bullets and 504 rounds of 40 caliber bullets.
- Various furniture items from the Kluthe Center that are no longer needed, including 18 panels and 2 Nova lecterns.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

## **Approval of RAMP Document.**

Trustees heard a recommendation from Mr. Woodruff for the Board to approve the FY 2027 Resource Allocation Management Plan (RAMP) documents and the recommendation to approve these applications for submission to ICCB. He said funding is being requested within one project title - Renovation of Existing Campus Buildings. Mr. Woodruff said this includes the rehabilitation of the Northeast Classroom Building, the Northwest Classroom Building, the West Building, and the Lake Land College Library. He said if the Renovation of Existing Buildings Project were approved and appropriated, the total local match would be \$3,743,400 for the Northwest Classroom Building remodel, \$3,825,000 for the Northeast Classroom Building remodel, \$5,100,000 for the West Building remodel, and \$4,080,000 for the Library remodel.

Trustee Deters moved and Trustee Montgomery seconded to approve as presented the College's FY 2027 RAMP application packet for submission to the Illinois Community College Board.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Three-Year Agreement for Tableau from Salesforce.**

Trustees heard a recommendation from Ms. Highland for the Board to approve a three-year agreement with Salesforce for Tableau+ at an annual cost of \$61,200, for the period June 25, 2025, through June 24, 2028. Trustees received the proposed quote and agreement. She said that although our current contract has technically expired, they are providing us with a 30-day grace period to seek Board approval for the new contract.

Trustee Cadwell moved and Trustee Walk seconded to approve as presented a three-year agreement with Salesforce for Tableau+ at an annual cost of \$61,200, for the period June 25, 2025, through June 24, 2028.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Purchase of Whiteboards and the Cost for Related Installation for the Effingham Technology Center (ETC).**

Mr. Woodruff recommended the Board approve the quote from Office Essentials of St. Louis, Missouri, for the purchase of Whiteboards and ancillary pieces for installation within ETC classrooms in the total amount of \$107,148.55 and pre-approval of the labor cost for installation not to exceed \$30,000. Trustees received the detailed quote from Office Essentials and a map showing the locations for the Whiteboards on levels 1 and 2 of the ETC. Mr. Woodruff noted that the Whiteboards will serve a dual purpose as both a dry-erase board and a projector screen. He said that a bid was not required per Board Policy 10.22 (#4. E), because Office Essentials is part of the State of Illinois contract pricing through the Omnia Consortium.

Trustee Walk moved and Trustee Deters seconded to approve as presented the quote from Office Essentials of St. Louis, Missouri, for the purchase of Whiteboards and ancillary pieces for installation within ETC classrooms, in the total amount of \$107,148.55, and pre-approval of the labor cost for installation not to exceed \$30,000.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Purchase of Microscopes for the Effingham Technology Center.**

Dr. Ike Nwosu, Vice President for Academic Services, presented a recommendation from Mr. Mike Rudibaugh, Math and Science Division Chair, for the Board to approve the purchase of 24 new Leica DM500 microscopes and associated power cables from Fisher Science Education, in the amount of \$43,406.64, for use at the Effingham Technology Center science lab. Trustees received the quote from this vendor.

Trustees learned that per Board Policy 10.22 (#4. K.), a competitive bid is not required for this purchase because Fisher Science Education is an OMNIA source provider for contracted pricing with the State of Illinois.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented the purchase of 24 new Leica DM500 microscopes and associated power cables from Fisher Science Education of Pittsburgh, PA, in the amount of \$43,406.64, for use at the Effingham Technology Center science lab.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Renewal of Contract for Educational Services at the IYC Harrisburg Juvenile Center.**

Trustees reviewed a memorandum from Mr. Brandon Young, Dean of Correctional Programs, and heard a recommendation from Dr. Bullock for the Board to approve the renewal agreement with the Illinois Department of Juvenile Justice for the period July 1, 2025 through June 30, 2028, so the College may continue providing educational services at the Illinois Youth Center Harrisburg Juvenile Center. Trustees also reviewed the proposed contract renewal.

Trustee Reynolds moved and Trustee Walk seconded to approve the renewal of the contract with the Illinois Department of Juvenile Justice for educational services to be provided at the Illinois Youth Center (IYC) Harrisburg Juvenile Center for the period July 1, 2025 through June 30, 2028.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Contract Renewal with the Lake Land College Paraprofessional Association.**

Trustees heard a presentation from Ms. Dustha Wahls, Director of Human Resources, regarding the proposed contract with the Lake Land College Paraprofessionals Association for the period July 1, 2025, through June 30, 2028. Ms. Wahls highlighted changes from the most recently expired contract. Trustees reviewed details of the contract and learned that the Paraprofessional Association recently ratified the proposed contract.

Trustee Reynolds moved and Trustee Cadwell seconded to approve as presented the contract with the Lake Land College Paraprofessionals Association for the period July 1, 2025, through June 30, 2028.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Contracts with Cengage for Digital Course Content.**

Trustees reviewed a request from Mr. Woodruff for the Board to approve two separate contracts or sales agreements with Cengage, headquartered in Boston, Massachusetts, for the College to be able to provide our students with digital course content. Trustees were presented with both contracts.

Mr. Woodruff said the contracts are for two separate periods, including the current period of August 8, 2024, through August 8, 2025, and for the future period of August 8, 2025, through August 7, 2026. He said pricing for both the current and future agreements is based on total student subscribers and with the current contract based upon \$90.42 per subscription, we anticipate the final total to not exceed \$68,267.10 with 755 subscribers. Mr. Woodruff said for the future agreement, we are choosing an option based on 500 subscribers with a total cost of \$50,250. He said as we progress through the academic terms, and if we realize we will exceed this user rate, then we will request additional cost approval from the Board.

Mr. Woodruff said a bid was not necessary per Board Policy 10.22 (#4. F.)

Trustee Walk moved and Trustee Montgomery seconded to approve as presented the current contract or sales agreement with Cengage that expires August 8, 2025 at a cost not to exceed \$68,267.10 and also approve the renewal of the Cengage contract for the period August 8, 2025, through August 7, 2026 for \$50,250, with the commitment to obtain Board approval should student subscriptions exceed 500. Both contracts enable the College to provide students with access to digital course content and a library of digital tools.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Purchase for Upgrades to the Electrical System Supporting Generators at the College's Main Campus.**

Mr. Woodruff presented a request for the Board to approve the replacement of the computer and associated electronics used to manage the main campus generators at a total cost of \$253,230 with Altorfer, the authorized Caterpillar repair service. The proposal from Altorfer was provided to the Trustees.

Mr. Woodruff highlighted the basis for this recommendation, including recent loss-of-power events at the College and the failure of our current computer and associated electronics to signal the generators to turn on. Trustees also learned that a bid was not necessary per Board Policy 10.22 (#4. E. and F.).

Trustee Lilly moved and Trustee Cadwell seconded to approve as presented the replacement of the computer and associated electronics used to manage the main campus generators at a total cost of \$253,230 with Altorfer, the authorized Caterpillar repair service.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Renewal of Vertiv Agreement for Data Center UPS.**

Mr. Woodruff presented a request for the Board to approve a three-year support agreement with Dell for the Vertiv uninterruptible power supply (UPS) system, in the amount of

\$34,578.00, for the period commencing on July 24, 2025. Trustees received the quote and proposed scope of work from Dell.

Mr. Woodruff reported that Vertiv is the College's current provider of our UPS system, and that he and the ISS team have discovered that by working through Dell they can obtain a cheaper rate for this service. He noted that the proposed agreement includes comprehensive preventative maintenance and emergency response services for our critical power infrastructure. He also noted that this support is essential to maintaining system uptime, ensuring battery reliability, and preventing power-related disruptions in campus operations. The proposed agreement also provides annual preventative maintenance and 24/7 emergency service for the College's backup power system.

Mr. Woodruff said that the total cost for this three-year renewal agreement is \$34,578.00, as quoted by Dell, and that a one-year agreement would cost the college \$12,502.38. This will result in a savings of approximately \$2,900 with the three-year agreement. He noted that a bid was not necessary per Board Policy (#4. E. and F.).

Trustee Walk moved and Trustee Reynolds seconded to approve a three-year support agreement with Dell for the Vertiv uninterruptible power supply (UPS) system, in the amount of \$34,578.00, for the period commencing on July 24, 2025.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

## **Closed Session.**

7:38 p.m. – Trustee Cadell moved and Trustee Walk seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1) and (2) to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the College and to consider collective negotiating matters between the public body and its employees or their representatives.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

## **Return to Open Session - Roll Call**

8:25 p.m.

**Trustees Physically Present:** Mr. Gary Cadwell, Mr. Chuck Deters, Mr. Larry D. Lilly; Mr. Scott Montgomery, Ms. Doris Reynolds, Ms. Denise Walk, Vice-Chair, Mr. Thomas Wright, Chair and Student Trustee Bliler.

**Trustees Absent:** None.

**Others Participating via Telephonic or Electronic Means:** None.

## **Approval of Grievance Settlement Agreement with the Lake Land College Faculty Association (LLCFA) as Discussed in Closed Session.**

Trustee Walk moved and Trustee Deters seconded to approve the proposed Grievance Settlement Agreement with the Lake Land College Faculty Association (LLCFA) related to program director pay. This followed discussion on this topic held in closed session.

## **Approval of Administration's Recommendation to Terminate the Employment of a Support Staff Member as Discussed in Closed Session.**

Trustee Cadwell moved and Trustee Reynolds seconded to approve the Administration's recommendation to terminate the employment of Mr. Nate Dragovan, Marketing Specialist, effective July 14, 2025. This followed discussion on this topic held in closed session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**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 Montgomery motioned and Trustee Walk seconded to approve as presented the following standard Human Resources Report.

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

Garcia, Robert  
 Sines, James

5/14/25-6/9/25  
 7/1/25-9/22/25

**The following employee has requested a General Leave of Absence/ Board policy 05.04.14**

Stuttle, Tammie

5/24/25-7/13/25

**Additional Appointments**

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

	<b>Position</b>	<b>Effective Date</b>
<b>Part-time</b>		
Hewitt, Paul	Adjunct Faculty Business Division	6/5/25
	Primary position Application Engineer	
Salami, Aisha	Student Services Intern	5/27/25
	Primary position Newspaper Editor	

**End Additional Appointments**

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

	<b>Position</b>	<b>Effective Date</b>
<b>Part-time</b>		
Brozis, Sophia	Adm and Records Commencement Asst	5/16/25
	Primary position College Work-Study	
Catt, Dannielle	Summer College for Youth Assistant	6/23/25
	Primary position Com Learning Instructor	
Craig, Bethany	CBI Trainer	6/23/25
	Primary position Grants Writer and Cord	
Croft, Hank	Test Proctor, Tutor Student Learning Assist	5/15/25
	Primary position Carl Perkins Tutor	
Dust, Holly	Tutor-Bachelor	7/23/24
	Primary position Adj Faculty Math/Science	
Ennis, Emily	Tutor - Disability Services	5/15/25
	Primary position Tutor - Student Learning Asst	
Fatheree, Dustyn	Adjunct Faculty Humanities Division	5/16/25
	Primary position Director of Adult Education	
Fisher, Kerry	Adult Education Adjunct Faculty	
	Primary position Allied Health BNA Adj	
Green, Bennett	Adm and Records Commencement Asst	5/16/25
	Primary position Perkins Student Worker	
Hodges, John	Director of Intramurals	6/25/25
	Primary position Basketball Scorers/Timers	
Horton, Jesse	Tutor - Bachelor's Degree	5/15/25
	Primary Position Adj Reading Inst	
Johnson, David	Intramural Official	6/25/25
	Primary position Health and PE Instructor	

Kasera, Noella	Newspaper Editor, Student Services Intern	5/15/25
	Primary position Bookstore Rush Worker	
Kaufman, Rachel	Fitness Center Specialist	6/25/25
	Primary position Asst Softball Coach	
Naroze, Mark	Newspaper Editor - Student Newspaper	2/13/25
	Primary position College Work Study	
Perkins, Alexandria	Tutor-Disability Services	5/13/25
	Primary position College Work-Study	
Robison, Walter	Technical Training Specialist - CBI	6/25/25
	Primary position Applied Engineering Inst	
Tawdros, Nermine	IEL Instructor	6/19/25
	Primary position Assessment Coordinator	
Watkins, Crystal	Adult Education Instructor	6/25/25
	Primary position Adult Education Specialist	
White, Lee	Tutor - Disability Services	5/15/25
	Primary position Tutor - Student Learning Asst	

### **New Hire-Employees**

**The following employees are recommended for hire**

	<b>Position</b>	<b>Effective Date</b>
<b>Unpaid Volunteer</b>		
Reel, Adam	Dual Credit Instructor	6/26/25
<b>Full-time</b>		
Bond, Katheranne	Enrollment Specialist	7/21/25
Orris, Taylor	Enrollment Specialist	7/15/25
Peebles, Grant	Correctional Career Technology Instructor	6/9/25
Stephens, Tanner	Data Analyst& Data Warehouse Coordinator	7/21/25
<b>Part-time</b>		
Burton, Wade	Technical Support Assistant - Info Security	6/16/25
Earnest, Jefferson	Adjunct Faculty Technology Division	8/25/25
Metzger, Abigail	Newspaper Editor - Student Newspaper	8/25/25
Smyser, Trevor	Technical Support Assistant	6/9/25

### **Terminations/Resignations**

**The following employees are terminating employment**

	<b>Position</b>	<b>Effective Date</b>
<b>Full-time</b>		
Allen, Amanda	Director of Annual Giving & Alumni Relations	7/8/25
Freshour, Kristine	Correctional Horticulture Instructor	6/3/25
Richards, Tyler	Correctional Horticulture Instructor	6/23/25
<b>Part-time</b>		
Bergstrom, Cooper	Print Shop Technician Assistant	8/13/24

Bowers, Keira	Special Needs Note Taker	2/12/25
Branson, Gary	Retiree Incentive Program	6/4/25
Bushur, Maria	Adult Education Instructor	5/23/24
Coad, Samantha	IDOC CPR Instructor	6/30/25
Cukle, Feda	Print Shop Technician Assistant	5/9/25
Davis, Charleece	Part-Time Groundskeeper	5/15/25
Finks, Patricia	Adjunct Faculty Humanities Division	5/12/25
Fitzgerald, Andrew	Adjunct Faculty Technology Division	12/8/23
Fuller, Chloe	Newspaper Editor - Student Newspaper	3/18/25
Gaslain, David	Adm and Records Commencement Asst	5/16/25
Hincapie Alzate, Samuel	Print Shop Technician Assistant	5/13/25
Hoene, Gage	Tutor - Student Learning Assistance Center	1/31/25
Holley, Susie	Lab Student Assistant	11/26/24
Hopper, Avery	Special Needs Note Taker	3/28/25
Huston, Ruby	Adult Education Instructor	12/16/24
Juneau, Gary	Adjunct Faculty Math and Science Division	3/7/25
Kambobe, Pamela	International Student Ambassador	10/23/24
Latch, Jacob	Print Shop Technician Assistant	5/22/25
Moran, Macy	Agriculture Education Intern	6/21/25
Msoni, McKay	International Student Ambassador	10/15/24
Mufalo, Ifunga	Bookstore Rush Worker	10/2/24
Porter, Janice	Part-Time Groundskeeper	5/22/25
Reichert, Jacob	Special Needs Note Taker	12/6/24
Richards, Sydney	Fitness Center Specialist	9/6/24
Rincon Rojas, Jean	Student Services Intern	1/10/25
Rubin, Talianna	Tutor - Student Learning Assistance Center	5/14/25
Skowronski, Emma	Newspaper Editor - Student Newspaper	4/4/25
Smith, Alison	Volleyball Assistant Coach	11/22/24
Spencer, Audri	Part-Time Groundskeeper	5/29/25
Stolz, Cheryl	Adjunct Faculty Humanities Division	12/6/24
Strode, Celestia	Tutor - Student Learning Assistance Center	5/14/25
Taylor, Mackenzie	Recruitment & Enrollment Mgt Assistant	6/19/25
Trier, Slater	Print Shop Technician Assistant	8/8/24
Wirth, Krishna	Newspaper Editor - Student Newspaper	4/23/25

### Transfers/Promotions

The following employees are recommended for a change in position

	Position	Effective Date
<b>Full-time Tenure Track</b>		
Young, Rachel	Business Instructor	8/22/25
	Transferring from Adj Faculty Business	

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

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

Ms. Highland noted that the administration had been collaborating with a valued community partner in recent months for potential naming rights of the nursing simulation lab at the Effingham Technology Center (ETC) in exchange for a significant donation to the College via the Foundation. She stated that if the College receives the written commitment from this partner prior to the July 30, 2025, ETC Grand Opening, then the Administration would like to include signage noting a “future naming” for the nursing simulation lab at the ETC by the time of the event Grand Opening. Dr. Bullock asked if any Trustee disagreed with this proposed signage. There were no expressed objections. Ms. Highland further stated that if the College receives this financial commitment from this community partner that the Administration would still start the process for official Board Approval of this naming rights request per Board Policy 11.10.

There was no additional discussion.

## **Adjournment.**

Trustee Cadwell moved and Trustee Reynolds seconded to adjourn the meeting at 8:35 p.m.

There was no further discussion.

**Motion carried by unanimous voice vote.**

Approved by:

/s/Tom Wright  
Board Chair

/s/Larry D. Lilly  
Board Secretary

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

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