

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



Regular Board Meeting No. 668
Kluthe Center, Room 220
Effingham, IL
August 8, 2022

Minutes

Call to Order.

Chair Sullivan called the August 8, 2022, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 220 of the Kluthe Center, Effingham, IL.

Roll Call.

Trustees Physically Present: Mr. Gary Cadwell, Vice-Chair; Mr. Kevin Curtis; Mr. Dave Storm; Mr. Mike Sullivan, Chair; Mr. Thomas Wright, Secretary; and Student Trustee Maggie Kelly.

Trustees Absent: Ms. Doris Reynolds and Ms. Denise Walk.

Others Participating via Telephonic or Electronic Means: None.

Others Present: Dr. Jonathan Bullock, President; Mr. Ikemefuna Nwosu, Vice President for Academic Services; Ms. Jean Anne Highland, Chief of Staff; Ms. Seirra Laughunn, Executive Assistant to the President's Office; Ms. Valerie Lynch, Vice President for Student Services; Mr. Greg Nuxoll, Vice President for Business Services; and members of the staff.

Approval of Consent Items.

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

1. Approval of Minutes of July 11, 2022, Regular Meeting.
2. Approval of Minutes of July 11, 2022, Closed Session.
3. Approval of Agenda of August 8, 2022, Board of Trustees Meeting.
4. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	303,960.31
Building Fund	\$	21,072.87
Site & Construction Fund	\$	55,110.00
Bond & Interest Fund	\$	-
Auxiliary Services Fund	\$	86,056.13
Restricted Purposes Fund	\$	379,938.86
Working Cash Fund	\$	-
Audit Fund	\$	9,380.00
Liability Insurance Fund	\$	59,561.55
Student Accts Receivables	\$	142,119.68
Total	\$	1,057,199.40

For a summary of trustee travel reimbursement and details of bills refer to:
<https://www.lakelandcollege.edu/board-of-trustees/>

5. Destruction of Tape Recording of the February 4, 2021, Resources and Development Closed Session and the February 8, 2021, Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Public Hearing on Proposed Fiscal Year (FY) 2023 Operating Budget.

Chair Sullivan called the hearing to order at 6:01 p.m. He said that the FY 2023 Operating Budget had been on display for a minimum of thirty days since it was presented at the June 29, 2022, Special Board meeting and asked if there were any comments from the audience. There were no public comments. Chair Sullivan then declared the hearing closed at 6:02 p.m.

Hearing of Citizens, Faculty, and Staff.

There were no public comments.

Committee Reports.

ICCTA/Legislative.

Chair Sullivan said there was no report at this time.

Resource & Development.

Trustee Cadwell, Committee Chair, said the Committee had not met since the last regular Board meeting and he had no report at this time.

Finance.

Trustee Storm, Committee Chair, said the Committee had not met since the last regular Board meeting and he had no report at this time.

Buildings & Site.

Trustee Curtis said the Committee had not met since the last regular Board meeting and there was no report at this time.

Foundation.

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

- The Foundation team has recently expanded again in hiring Donna McCoy, College Advancement Representative, who will greet individuals at the front office. The team is thrilled Donna came to us with an extensive background in foundation work with the University of Illinois Foundation.
- The golf registration for our annual Foundation Golf Classic is live on our Foundation website! We hope you can join us on Friday, September 30th!
- The Foundation scholarship application reopened for the month of August so please help us in spreading the word!

Student Report.

Ms. Maggie Kelly, Student Trustee, highlighted the upcoming Laker Athletic Golf Outing on August 14 and the Lake Land Welcome Day will be August 24. She said there will also be a Student Life open house held on August 31. She said the student life department is working hard to get clubs that have been on hiatus since COVID back into action with incentives and ideas. Ms. Kelly said the Student Government met this summer for team building and training. She said we have already created committees for getting student life plaques updated and in our new space. She announced that The Navigator News is ready for fall and is hiring! Ms. Kelly congratulated Ms. Paige Van Dyke, a recently graduated Laker, as she was crowned as the 2022 Miss Clay County Fair Queen. She said that two current students, Ms. Selah Brimmer and Ms. Anna Carrell, were also crowned as Miss Cole's County and Miss Effingham County. Ms. Kelly said she is very excited to serve as a fellow queen with these ladies. She also said that Laker Baseball Alum Hayden Birdsong was drafted in the sixth round of the MLB draft to the San Francisco Giants.

President’s Report.

- Lake Land received \$1.66 million from the Illinois Department of Corrections (IDOC) in July and no funds from the Illinois Department of Juvenile Justice (IDJJ) toward the FY2022 outstanding balance. A total of \$154,693 remains outstanding for IDOC and \$110,710 for IDJJ. There are no outstanding FY2023 invoices for IDOC or IDJJ.
- In July, the College received payments from the State of Illinois for FY 2023 credit hour reimbursement of \$836,345 and equalization payments of \$544,608. A total of \$5.1 million in credit hour reimbursement and \$6 million in equalization remain outstanding for FY2023.
- The College received \$2.9 million in property tax payments in July.

Business Items.

Non-action Items.

Effingham Education Center (Kluthe) Update.

Mr. Jerry Tkachuk, Director of Effingham Education & Regional Extension Centers, provided an annual update on the Effingham Education (Kluthe) Center and the Regional Extension Centers. Mr. Tkachuk expressed his gratitude that the board held their meeting in Effingham this month.

FY 2019-2022 Strategic Plan Final Report.

Ms. Jean Anne Highland, Chief of Staff, highlighted key accomplishments for the FY2019-2022 Strategic Plan. She also highlighted a few of the College-level key performance indicators for monitoring student success over the long term.

Proposed Revisions to Board Policy 07.06 – Residency.

Ms. Valerie Lynch, Vice President for Student Services, provided a recommendation for the Board to approve revisions to Board Policy 07.06 – *Residency*. She said the Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER Agreement) was approved by ICCB in 2020, with all 39 community college districts in the state participating in this Agreement. Ms. Lynch said the policy revisions reflect Lake Land College’s participation in the CAREER Agreement and clarify a student will not be classified as an Out-of-District resident if a student is attending under the provisions of the CAREER Agreement.

Ms. Lynch said this was submitted as first reading, and we will bring this back to the Board for approval during the September 2022 regular meeting.

Calendar of Events.

Trustees reviewed a calendar of upcoming events. Dr. Bullock highlighted the Laker Athletics Golf Outing to be held on August 14, 2022, the Opening Day Celebratory Breakfast and

Engaging Employee Event to be held August 19, 2022, the Unveiling of the new Retiree Wall of Fame being held on September 12, 2022, the Foundation Golf Classic on September 30, 2022, and the Foundation and Alumni Awards Reception to be held October 20, 2022.

Action Items.

Approval of Resolution No. 0822-001 to Adopt Fiscal Year 2023 Operating Budget.

Chair Sullivan said the Board of Trustees has fully reviewed and discussed the proposed FY 2023 operating budget during a special meeting held on June 29, 2022. President Bullock said the Finance Committee met in June for a thorough review of the proposed FY 2023 Budget and the Committee's consensus was to recommend to the Board approval of the Budget as presented.

Trustee Cadwell and Trustee Storm seconded to approve as presented Resolution No. 0822-001 to Adopt Fiscal Year 2023 Operating Budget. [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, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Resolution No. 0822-002 Providing for the Issue of Not to Exceed \$17,000,000 General Obligation Community College Bonds of the District for the Purpose of Paying Claims Against the District, Providing for the Levy of a Direct Annual Tax Sufficient to Pay the Principal and Interest on Said Bonds, and Authorizing the Sale of Said Bonds to the Purchaser Thereof.

Trustees heard a recommendation from Mr. Nuxoll, Vice President of Business Services, for the Board to approve this resolution as the next step in a months' long process for the College to secure bonding funds for the capital improvement projects recently shared with the Board of Trustees and Buildings and Site Committee in April 2022 such as the Kluthe Renovation, the Effingham Rural Development Technology Center, and landscaping. He said this recommended motion is presented in collaboration with PMA Securities, the College's financial advisory firm.

Trustee Storm moved and Trustee Curtis seconded to approve as presented Resolution No. 0822-002 – providing for the issue of not to exceed \$17,000,000 general obligation community college bonds of the District for the purpose of paying claims against the District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds 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, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Acceptance of June 2022 Financial Statements.

Trustees reviewed the June 2022 Financial Statements and heard from Mr. Nuxoll who highlighted the Financial Statements and significant variances.

Trustee Storm moved and Trustee Cadwell seconded to approve as presented the June 2022 Financial Statements.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Proposed Revisions to Board Policy 05.03 – *Bargaining Units*.

Trustees heard a recommendation by Dr. Bullock for the Board to consider proposed revisions to Policy 05.03 – *Bargaining Units*. Trustees received the details of the recommended changes. He reported these are needed to reflect the inclusion of the Illinois Department of Juvenile Justice (IDJJ) under the AFSCME contract.

We presented this recommendation as first reading for your consideration during the July 2022 regular meeting. Since that time, we have not received any questions or comments on this policy revision recommendation.

Trustee Cadwell moved and Trustee Curtis seconded to approve as presented proposed revisions to Board Policy 05.03 – *Bargaining Units*.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Proposed Revisions to Board Policy 06.38 – Course Materials Rental.

Trustees heard a recommendation from Mr. Nuxoll for the Board to consider proposed revisions to Policy 06.08 – *Course Materials*. Trustees were provided the details of the recommended changes. Mr. Nuxoll reported a key recommended change is to alter the deadline of textbook rentals – as detailed in item #8 of the Policy. He said that currently, the policy states textbook rentals are due on the fifth college business day following exams. However, Mr. Nuxoll reported that data since Fall 2015 shows an average of 550 unreturned books each semester, which is an average of \$60,000 per semester, or around 10% of students receiving charges and blocks each semester. He said he is hopeful that aligning a book return deadline with the date a semester closes will enable more students to provide timely returns of the textbooks. Mr. Nuxoll said other proposed revisions included a title correction, omission of obsolete information regarding software, and textbook and instructional materials process clarifications.

We presented this recommendation as first reading for your consideration during the July 2022 regular meeting. Since that time, we have not received any questions or comments on this policy revision recommendation.

Trustee Storm moved and Trustee Curtis seconded to approve as presented revisions to Board Policy 06.38 - *Course Materials Rental*.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Proposed Revisions to Board Policy 07.16 – Student/Instructor Withdrawals and Adoption of Board Policy 07.16.01 – Student Financial or Physical Hardship Withdrawal Process.

Trustees heard a recommendation from Mr. Nuxoll for the Board to approve revisions to Board Policy 07.16 – *Student/Instructor Withdrawals* and to adopt Board Policy 07.16.01- *Student Financial or Physical Hardship Withdrawal Process*. He said that Governor Pritzker signed the Student Debt Assistance Act into law on May 27, 2022. He continued to say that Public Act 102-0998 took effect immediately and requires that every institution of higher education adopt a policy establishing a financial or physical hardship withdrawal process for students by the upcoming academic year to limit the financial detriment to students whose circumstances require them to withdraw before attaining a degree. Mr. Nuxoll said this also requires us to publish our policy on our College's website and provide it to students during student orientation.

Trustee Curtis moved and Trustee Storm seconded to approve as presented revisions to Board Policy 07.16 – *Student/Instructor Withdrawals* and adopt as presented Board Policy 07.16.01 *Student Financial or Physical Hardship Withdrawal Process*.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Proposed Revisions to the following Board Policies: 10.29 – Collection of Tuition and Fees on Delinquent Accounts, 10.35 – Collection of Non-Sufficient Funds and 11.13 – Traffic Regulations and Parking.

Trustees reviewed a recommendation from Ms. Jean Anne Highland that the Board approve revisions to the three above-referenced Policies. She said in action item #6, the Student Debt Assistance Act was signed into law on May 27, 2022 and took effect immediately. Ms. Highland said another component of this law is that it prohibits all public and private institutions of higher education from conditioning the release of a student's unofficial or official transcript on the payment of "debt" owed to the institution. She said the Act provides various restriction parameters based upon a request being for an unofficial transcript or official transcript. She also said the proposed revisions to each Policy reference that we will follow all applicable law, including Public Act 102-0998, when responding to transcript release requests.

Ms. Highland requested the Board waive first reading and approve revisions to the three above-referenced Board Policies at the August meeting in order to have these policies updated by the beginning of the new academic year.

Trustee Curtis moved and Trustee Storm seconded to approve as presented revisions to Board Policies 10.29 - *Collection of Tuition and Fees on Delinquent Accounts*, 10.35 – *Collection of Non-Sufficient Funds*, and 11.13 – *Traffic Regulations and Parking*.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Architectural Fees for Construction Related Projects.

Trustees heard a recommendation from Mr. Nuxoll in which he reminded Trustees that the Board previously approved the hiring of Bailey Edward of Champaign as the College's

construction architect of record and entered into an AIA Document B121 – Standard Form of Master Agreement. Mr. Nuxoll said the administration is ready to proceed with work on specific projects and he requested the Board approve architectural fees to Bailey Edward of Champaign for construction related projects as follows:

- Campus Master Plan & Facility Condition Assessment – \$180,000.
- Rural Development Technology Center in Effingham, IL – Phase 1 - \$747,565.
- Women’s Locker Room Project - Proposed Fees of \$107,650.

Mr. Nuxoll clarified that this additional Board approval for fees per specific project is needed due to the dollar amount involved with each project.

Trustee Cadwell moved and Trustee Curtis seconded to approve as presented architectural fees to Bailey Edward of Champaign, the College’s construction architect of record, for construction related projects as follows:

- Campus Master Plan & Facility Condition Assessment – \$180,000.
- Rural Development Technology Center in Effingham, IL – Phase 1 - \$747,565.
- Women’s Locker Room Project - Proposed Fees of \$107,650.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Acceptance of College Bridge Grant from ICCB.

Trustees heard a recommendation from Dr. Bullock requesting that the Board accept a one-year College Bridge grant for \$220,000 from the Illinois Community College Board (ICCB). He said that this grant will help the College provide minority, first generation, and low-income students with the skills and resources to succeed as they transition into the community college from their high school, or for adults beginning or returning to college, as they transition into college. Dr. Bullock said the College will be reaching out to high school students not planning to pursue higher education to invite them to focus groups to learn what barriers they may be facing. He said the College also plans to hire a Transition Coordinator and Classroom Assistants for the Pathways for the Future alternative education program. Additionally, he said the grant will provide classroom supplies, career exploration virtual reality software and field trips for students to local businesses for students to learn about different career options.

Trustee Storm moved and Trustee Curtis seconded to accept the one-year College Bridge grant for \$220,000 from the Illinois Community College Board (ICCB).

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Acceptance of Illinois Cooperative Work Study Grant from the Illinois Board of Higher Education.

Trustee heard a recommendation from Dr. Bullock for the Board to accept the above-referenced, one-year grant in the amount of \$50,000. He said with this grant, the College will provide cooperative internship experiences inclusive and accessible to all qualified students, with a projected participation level of 29 students. Dr. Bullock said the targeted programs include Building Construction Technology, Horticulture, Automotive Technology, Applied Engineering Technology, Business and Mechanical-Electrical Technology. He said twelve employers have indicated interest in participating in this program.

Dr. Bullock said that Career Services will coordinate this grant and will collaborate with TRIO Student Support Services to reach out to first generation, rural and adult students in making the program more accessible.

Trustee Curtis moved and Trustee Storm seconded to accept the one-year Illinois Cooperative Work Study Grant for \$50,000 from the Illinois Board of Higher Education (IBHE).

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Community Partner Agreement with the Board of Education of Paris-Union School District No. 95.

Trustees heard from Dr. Bullock regarding a proposed three-year, Community Partner Agreement from the Board of Education of Paris-Union School District No. 95. He said that Dr. Jeremy Larson, Superintendent of School District No. 95, submitted this request and he reported other higher education institutions have approved this partnership agreement such as Eastern Illinois University, Indiana State University and University of Illinois. Dr. Bullock said that this Agreement codifies that the College and Board for School District No. 95 seek to enrich the educational opportunities available to students in Edgar County, Illinois. He said it will support grant submissions that require the school district to demonstrate efforts to collaborate with local community partners to support services in alignment with goals of the grant and the mission of the School District No. 95 Board.

Dr. Bullock said per item #5 of the Agreement, we have identified Pam Hartke, Associate Dean of Enrollment, to serve as the primary Lake Land College liaison to the school district.

Trustee Storm moved and Trustee Curtis seconded to approve the three-year, Community Partner Agreement with the Board of Education of Paris-Union School District No. 95.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of 10 Tuition Waivers for Math Pilot Students (TUT-010) for the Lab Portion of the College Algebra (MAT-130) Co-Requisite Pilot and Two Tuition Waivers for Students in the INS-200 Internship Experience as Embedded Math Tutors in Statistics and General Education Math (Sections MAT-115 and MAT-124).

Trustees heard a recommendation from Mr. Ikemefuna Nwosu, Vice President for Academic Services, and reviewed a memorandum from Dr. Mike Rudibaugh, Math and Science Division Chair, that the Board approve a total of 12 tuition waivers for the two above referenced Math pilot programs.

Mr. Nwosu said the Math and Science Division will be implementing a College Algebra (MAT-130) co-requisite pilot section in Fall 2022. He said this initiative is part of a developmental education grant received earlier this year to assist with developmental math reform. Students will attend the college-level section (MAT-130) followed by a mandatory “lab” session (TUT-010) meeting 100 minutes weekly for just-in-time help. He said ten selected students who assessed into Intermediate Algebra (MAT-006) will be offered a seat in these closed sections. He said he supports this request from Dr. Rudibaugh and respectfully requests the Board of Trustees to grant 10 tuition waivers of two credit hours each to cover the cost of tuition and course fees for the pilot mandatory “lab” session (TUT-010) for the students.

Mr. Nwosu said the Math and Science Division will also be implementing a research-based student support initiative of deploying embedded math tutors into a section each of MAT-115 and MAT-124. He said these are our co-requisite Statistics and General Education Math courses and two student tutors are to be selected based upon performance in math courses as well as their potential to effectively engage and tutor their peer students. Mr. Nwosu said the Math and Science Division hopes to use the Internship experience INS-200 as the vehicle to pilot this initiative and each student will commit to a three credit hour internship contract to assist the instructor in student support during the regularly scheduled two course sections. Mr. Nwosu said he also supports this request and respectfully requests the Board of Trustees to approve two tuition waivers of three credit hours each to cover the cost of tuition and course

fees of the pilot INS-200 Internship Experience for MAT-115 & MAT-124 embedded math tutors.

Trustee Curtis moved and Trustee Storm seconded to approve 10 tuition and course fees waivers for Math Pilot Students (TUT-010) for the lab portion of the College Algebra (MAT-130) Co-Requisite Pilot and two tuition and course fees waivers for students in the INS-200 Internship Experience as embedded math tutors in Statistics and General Education Math (Sections MAT-115 and MAT-124).

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Five-Year Agreement with CDW-G of Vernon Hills, Illinois, for Network Scanning Software for ISS.

Trustees heard a recommendation from Mr. Nuxoll for the Board to approve a five-year agreement with CDW-G of Vernon Hills, Illinois, to purchase Tenable.IO network vulnerability scanning software at a cost of \$79,624.71. Trustees received a copy of the quote from CDW-G. He said the College would be required to pay the entire \$79,624.71 upfront to secure the pricing associated with a five-year agreement, but would save \$33,000 over the life of the agreement by doing so.

Mr. David Stewart, Chief Information Officer, highlighted how Tenable.IO scanning software will enhance our cybersecurity preparedness.

Trustee Cadwell moved and Trustee Storm seconded to approve a five-year agreement with CDW-G of Vernon Hills, Illinois, to purchase network vulnerability scanning software at a cost of \$79,624.71.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Use of HEERF Funding for Additional HyFlex Equipment.

Trustee heard a recommendation Mr. Nuxoll requesting the Board to approve the use of up to \$500,000 of Higher Education Emergency Relief Funds (HEERF) to add additional HyFlex

classrooms across the College. He said that in June of 2021 the Board approved the use of \$1.5 million in HEERF Funds to purchase and implement HyFlex Technology in approximately 25 classrooms or conference rooms across the College. He said we then used the funds to equip classrooms and conference rooms with this state of the art technology so that primarily faculty could continue to provide instruction to students who are physically present but also allow other students to attend virtually if desired. Mr. Nuxoll recommended we use more of our allocated HEERF funds to add some additional HyFlex classrooms and to have adequate funds to handle any required maintenance needs of the existing equipment. He said we will continue to work with SynapSIS, Inc. of Springfield to implement and maintain the HyFlex technology.

Trustee Curtis moved and Trustee Storm seconded to approve the use of up to \$500,000 of HEERF dollars to add additional HyFlex classrooms across the College.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Short-Term Lease with Maranatha Christian Academy of Mattoon for the Early Childhood Education Program.

Trustees heard from Mr. Nuxoll and he noted that this past June the Board accepted the Early Childhood Access Consortium for Equity Opportunity Grant. He said as part of this grant, the administration is working to create an early childhood care and education program learning lab to teach child care and education techniques to Lake Land students in a living lab environment that will enroll up to ten children ranging in age from three to five years. Mr. Nuxoll said this means the College needs to find an appropriate facility to house the early childhood care and education program learning lab as soon as possible.

Trustees were provided a recommendation from Mr. Nuxoll for the Board to approve a five-month lease agreement between the College, as Lessee, and Maranatha Christian Academy as Lessor, for the period of August 1, 2022, through December 31, 2022. Trustees also reviewed the proposed lease agreement which is for property located at 3516 W. Powell Ln., Mattoon, Illinois. Mr. Nuxoll stated the proposed rent amount is \$1,500 per month and the lease agreement includes a one-year automatic renewal once the five-month agreement expires December 31, 2022. He noted this recommendation follows an exhaustive search for an appropriate location and facility in the Mattoon area. He also said the administration is still investigating the feasibility of other locations for a longer-term lease duration.

Trustees Storm moved and Trustee Curtis seconded to approve a five-month lease agreement between the College, as Lessee, and Maranatha Christian Academy as Lessor, for the period

of August 1, 2022, through December 31, 2022, for the property located at 3516 W. Powell Ln., Mattoon, at a rent amount of \$1,500 per month.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Closed Session

7:12 p.m. – Trustee Cadwell moved and Trustee Storm seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1) to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the College.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Return to Open Session - Roll Call

7:53 p.m.

Trustees Physically Present: Mr. Gary Cadwell, Vice-Chair; Mr. Kevin Curtis, Mr. Dave Storm, Mr. Mike Sullivan, Mr. Tom Wright, Secretary and Ms. Maggie Kelly, Student Trustee.

Trustees Absent: Trustee Reynolds and Trustee Walk.

Approval of Recommendation to Terminate the Employment of a Correctional Construction Occupation Instructor at the Illinois River Correctional Center effective August 8, 2022, as Discussed in Closed Session.

Trustee Storm moved and Trustee Cadwell seconded to approve the Administration's recommendation to terminate the employment of Mr. Christopher Trone, a Correctional Construction Occupation Instructor at the Illinois River Correctional Center effective August 8, 2022, as discussed in Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Approval of Human Resources Report as Discussed in Closed Session.

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 Cadwell motioned and Trustee Storm seconded to approve as presented the standard Human Resources Report. Chair Sullivan said this follows discussion on the topic in closed session related only to the termination of a Correctional Construction Occupation Instructor.

The following employee is recommended for General Leave of Absence/ Board policy 05.04.14

Mather, Sharon

7/05/22-7/08/22

Additional Appointments

The following employees are recommended for additional appointments

	Position	Effective Date
Part-time		
Garcia Orozco, Karen	Lab Student Assistant	6/12/22
Mason, Ronald	Test Proctor	6/2/22
Rubin, Talianna	Tutor-Disability Services - Student	6/1/22
Strode, Celestia	Tutor-Disability Services - Student	6/1/22

Part-time- Grant Funded

Rubin, Talianna	Tutor-Student Carl Perkins	6/1/22
Strode, Celestia	Tutor-Student Carl Perkins	4/21/22

End Additional Appointments

The following employees are ending their additional appointment

	Position	Effective Date
Part-time		
Bunch-Epperson, Genine	Alternative Education Instructor	5/19/22
Caldeira, Lara	Fitness Center Specialist	8/19/21
Gillespie, Alex	Adjunct DOC College Funded Instructor	5/10/21
Kreke, Ashley	Dual Credit Coordinator	4/23/21

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Full-time		
Temple, Benjamin	Engineering Technician	07/12/22

Full-time Grant Funded		
Millikin, Kevin	Correctional Auto Body Instructor	6/6/22
Monti, Francesca	Correctional Office Assistant	7/1/22
Pivetta, Christopher	Correctional Career Technology Instructor	5/31/22
Redman, Robyn	Correctional Career Technology Instructor	6/6/22

Part-time		
Egejuru, Brian	Men's Basketball Assistant	7/1/22
Maxwell, Priscilla	Dual Credit Coordinator	5/25/22
Murphy, Jacob	Adjunct Faculty Math and Science Division	8/22/22
Pruitt, David	IEL Instructor	6/6/22
Rubin, Talianna	Tutor-Student Community Education	6/1/22
Strode, Celestia	Tutor-Student Community Education	6/1/22

Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
Full-time		
Althaus, Jon	Vice President for Academic Services	6/30/22
Gentry, John	Power Plant Mechanic Instructor/Coordinator	5/9/22
Robertson, Zachary	Custodian	7/1/22
Tomasello, Benjamin	Custodian	6/9/22

Part-time		
Boehm, Ava	Newspaper Editor - Student Newspaper	4/22/22
Cearlock, Jennifer	Dual Credit Coordinator	5/7/21
Gates, Linda	Adjunct Faculty Social Science Division	12/11/20
Harley, Casey	Dual Credit Coordinator	4/23/21
Heicher, Rachel	Adjunct Faculty Social Science Division	5/11/20
Hennings, Meliah	College Work Study - Early Childhood Education	11/25/21
Hensley, Beth	Sign Language Interpreter	2/4/20
Hoene, Katelyn	Adjunct Faculty Business Division	5/10/21
Howell, Berkley	Fitness Center Specialist	9/1/21
Hunt, Hannah	Newspaper Editor - Student Newspaper	5/13/22
Jackley, Krista	Dual Credit Coordinator	5/10/19
Johnson, Noah	Adjunct Faculty Agriculture Division	12/11/20
McDaniel, Regina	College Work Study - TRIO SSS	12/22/21
McKirahan Jr, James	Adjunct Faculty Technology Division	12/10/21
Merryman, Jarod	Pathways Classroom Assistant	5/19/22

Miller, Candace	Adjunct Faculty Technology Division	12/10/21
Monterusso, Lauren	College Work Study - TRIO Talent Search	3/30/22
Myers, Renee	College Work Study - Early Childhood Education	10/12/21
Neal, Lance	Adjunct DOC College Funded Instructor	12/10/21
O'Dell, Kathryn	Adjunct Faculty Social Science Division	5/11/20
Plummer, Robert	Adjunct Faculty Allied Health Division	8/23/21
Pruemer, Dave	Athletic Trainer Substitute	9/22/21
Puckett, Logan	College Work Study - Student Life	4/27/22
Rash, Chad	Sign Language Interpreter	2/14/20
Rickey, Constance	Allied Health BNA Adjunct Faculty	6/8/22
Sample, Stephanie	College Work Study Radio TV	5/13/22
Sherwood, Shirley	Allied Health EMS Adjunct Faculty	6/8/22
Stark, Patricia	Dual Credit Coordinator	4/23/21
Stokes, Samantha	Newspaper Editor - Student Newspaper	5/14/22
Stoutin, Drew	College Work Study - Business	3/29/22
Taylor, Shayla	Newspaper Editor - Student Newspaper	5/6/22
Turner, Trinity	College Work Study - Student Life	5/7/22
Tuttle, Allie	Perkins Student Worker - Allied Health	10/19/21
Vonderheide, Anthony	College Work Study Radio TV	5/12/22
Williamson, Katie	College Work Study - Early Childhood Education	4/22/22
Wright, Jason	Allied Health EMS Adjunct Faculty	6/17/22

Transfers/Promotions

The following employee is recommended for a change in position

	Position	Effective Date
Full-time		
Lash, Lara	Allied Health Instructor From Simulation Lab Coordinator	8/19/22
Adams, Trisha	Correctional Office Assistant From Correctional Career Technology	4/18/22
Nead, Kaitlyn	Coordinator for Student Comm & Initiative From Admissions Representative	5/2/22

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Storm, Sullivan and Wright.

No: None.

Advisory Vote: Student Trustee Kelly voted yes.

Absent: Trustee Reynolds and Trustee Walk.

Motion carried.

Other Business. (Non-action)

There was no additional discussion.

Adjournment.

Trustee Curtis moved and Trustee Cadwell seconded to adjourn the meeting at 7:58 p.m.

There was no further discussion.
Motion carried by unanimous voice vote.

Approved by:

/s/Mike Sullivan
Board Chair

/s/Tom Wright
Board Secretary

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