

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



Regular Board Meeting No. 704
Effingham Technology Center, Room 108, Effingham, IL
August 18, 2025

Minutes

Call to Order.

Vice Chair Walk called the August 18, 2025, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 108 of the Effingham Technology Center, Effingham, IL.

Roll Call.

Trustees Physically Present:

Trustees Physically Present: 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: Trustee Wright.

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 Reynolds moved and Trustee Deters seconded to approve the following consent items:

1. Approval of Minutes of July 14, 2025, Regular Meeting.
2. Approval of Minutes of July 14, 2025, Closed Session.
3. Approval of Agenda of August 18, 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	\$	580,582.49
Building Fund	\$	28,189.67
Site & Construction Fund	\$	846,387.07
Bond & Interest Fund	\$	-
Auxiliary Services Fund	\$	79,180.77
Restricted Purposes Fund	\$	119,584.72
Working Cash Fund	\$	-
Audit Fund	\$	-
Liability Insurance Fund	\$	56,735.90
Student Accts Receivables	\$	419,516.61
Total	\$	2,130,177.23

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

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Public Hearing on Fiscal Year 2026 Operating Budget.

Vice Chair Walk called the hearing to order at 6:01 p.m. She said that the FY 2026 Operating Budget had been on display for a minimum of thirty days since it was presented at the July 14, 2025, Board meeting and asked if there were any comments from the audience. There were no public comments. Vice Chair Walk 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.

Trustee Walk reported that she, along with Dr. Bullock, will be attending the ICCTA meeting to be held in September.

Resource & Development.

Trustee Reynolds, Committee Chair, said the Committee had not met since the last regular Board meeting.

Finance.

Trustee Lilly, Committee Chair, said the Committee did not meet, but some items will be discussed later in the agenda.

Buildings & Site.

Trustee Cadwell, Committee Chair, said the Committee met on August 14, 2025, and he highlighted key updates for projects that are nearing completion, in the early stages of planning, or scheduled to be launched in the near future. These included:

Nearing completion:

- Effingham Technology Center
- Webb Hall Testing & Tutoring
- Northwest Lab Remodel
- Fieldhouse Roof Remodel
- West Building Roof

Early Stage:

- Parking Lot B Rehab
- Front/New Entrance Project
- Athletic Training Facility with Outside Restrooms

Near future:

- Fieldhouse Plaza
- Library Remodel (LRC)

The presentation provided at the August 14 Committee meeting was made available to each trustee.

Foundation.

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

- The Foundation is partnering with the Financial Aid office to participate in the Second Annual Welcome Week on campus. Students will be encouraged to attend the Financial Aid and Scholarship Information Session to ask questions, complete applications, and have an opportunity to win a scholarship by attending. The 2025-2026 Foundation scholarship application will remain open through the month of August for any students who didn't apply for the first round.
- Thanks to a significant gift from HSHS St. Anthony's Memorial Hospital, the Foundation Board is thrilled to make the recommendation to the Board of Trustees this month for the naming of the Nursing Simulation Lab at the Effingham Technology Center as the HSHS St. Anthony's Memorial Hospital High Fidelity Simulation Lab.

Student Report.

Student Trustee Bliler reported that the students at Lake Land College are eager to begin the Fall 2025 semester, and the college's student organizations are poised to harness this fervor as we welcome students back this coming week. The Student Government Association has convened once since the last meeting of the Board. He said the primary discussion was preparation for Welcome Week, which is currently underway, and Welcome Day is scheduled for August 27, 2025. He said that much of the credit for the planning and execution of this event is owed to the Student Activity Board and the committed staff in the Student Life Office, who have invested many hours planning and preparing. Mr. Bliler said this event serves as an exemplary platform to display and enhance the student experience at Lake Land College, providing students the opportunity to learn more about the wide array of clubs and organizations available to all students, thereby furthering the primary purpose of both the SGA and SAB in fostering student involvement. He also highlighted the inclusive nature of the festivities, which cater to both online and face-to-face students as well as those in Mattoon and Effingham. He said special recognition is due to the students and faculty involved with intramural sports, who have innovatively developed ways for students across all learning mediums to take part in intramural events. He said he looks forward to providing an update next month on the success of Welcome Day and sharing student insights for the new academic year. It is also his intention to begin highlighting student clubs and organizations as the year progresses, bringing the unique and inspiring stories of the students to each of you.

Mr. Bliler said all three student organizations in the Student Life Office participated in the grand opening of the Effingham Technology Center, and he was pleased to report a most enthusiastic brand of feedback from students who attended.

Mr. Bliler said, looking ahead, the Student Government Association is hosting a Red Cross Blood Drive on September 16, 2025, and voting for freshman delegates will begin in early September. He said he looks forward to collaborating with the freshman delegates and their fresh, new perspectives to help shape the student experience.

He said the student body of Lake Land College is eagerly awaiting the beginning of the new semester. He said his report has provided abbreviated descriptions of all the events happening soon, but he is always happy to provide more information to you or answer any of your questions.

Mr. Bliler thanked the Board for their continued investment in the success of students.

President's Report.

Dr. Bullock gave the following updates:

- The College received \$1.1 million in July from the Illinois Department of Corrections (IDOC) for the FY 2025 outstanding balance. A balance of \$868,892 remains outstanding with IDOC.
- The College received no payments from the Illinois Department of Juvenile Justice (IDJJ) in July for the FY 2025 outstanding balance. A total of \$44,014 remains outstanding with IDJJ.
- The College received no payments from the Illinois Department of Corrections or Illinois Department of Juvenile Justice in July toward the FY 2026 balance of \$507,880 for DOC and \$13,561 for DJJ.
- In July, the College received payments from the State of Illinois for FY 2026 credit hour reimbursement of \$710,411 and equalization of \$514,413.
- The College received property tax payments totaling \$6.3 million in July.
- The College begins regular, non-summer hours of operation this week.

Business - Non-action Items.

Effingham Education and Regional Extension Center Updates.

Mr. Jerry Tkachuk, Director of Effingham & Regional Education Centers, presented an update on the Effingham Education and Regional Extension Centers. He highlighted the number of students served or attending classes at the various extension centers.

Monthly Data Point Discussion – Enrollment Data from the Center for Business and Industry.

Ms. Bonnie Moore, Director of the Center for Business and Industry, provided a brief presentation on the various services provided by the Center for Business and Industry. She highlighted the number of students and district residents this department had served in the prior fiscal year.

Recommendation from the Advisory Committee for the Naming of Buildings, Grounds, or Academic Programs.

Dr. Bullock said that Chair Wright recently appointed Dr. Bullock, Ms. Christi Donsbach, Executive Director for College Advancement, and members of the Buildings and Site Committee, including Trustees Cadwell, Lilly, Deters, Montgomery, and Wright, to a Naming Advisory Committee for consideration of one naming recommendation that was provided by the College's Foundation. He said they reviewed a recommendation from Ms. Donsbach for the naming of one area at the Effingham Technology Center based on the outstanding generosity and enduring partnership of HSHS St. Anthony's Memorial Hospital. He said the Lake Land College Foundation and the Naming Advisory Committee unanimously voted to name the Nursing Simulation Lab at the Effingham Technology Center the HSHS St. Anthony's Memorial Hospital High Fidelity Simulation Lab.

Dr. Bullock said that per Board Policy 11.10, along with the 2025 Lake Land College Updated Named Spaces Planner, the corporate naming shall generally be for a period of ten years upon approval and that no action can be taken by the Board at this time as any recommendation of the Naming Advisory Committee is to be presented at one Board meeting and voted on at the Board meeting commencing 120 days after notification.

Calendar of Events.

Trustees reviewed a calendar of upcoming events. Dr. Bullock reminded the Trustees about the August 22 Opening Day event and the Foundation and Alumni reception that will be held on October 23 in the Foundation and Alumni Center.

Action Items

Acceptance of Grants.

Ms. Jean Anne Highland, Chief of Staff, presented on a request from Dr. Beth Craig, Grants Writer and Coordinator, for the Board to approve a \$15,000 stipend from the Association of Community College Trustees (ACCT) for the Scaling Apprenticeship in Community Colleges program.

Trustee Reynolds moved, and Trustee Cadwell seconded to accept as presented a \$15,000 stipend from the Association of Community College Trustees (ACCT) for the Scaling Apprenticeship in Community Colleges program.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Waive First Reading and Approve Proposed Revisions to Board Policy 07.28.01 – *Student Code of Conduct and Disciplinary Procedures.*

Ms. Highland requested the Board waive first reading and approve proposed revisions to the above-referenced Policy. She stated that, per a legal update from Robbins Schwartz, Congress recently enacted the Stop Campus Hazing Act (the “Act”) by amending the Jeanne Clery Campus Safety Act (the “Clery Act”). Ms. Highland said the Act imposes new requirements on institutions receiving federal student aid, including community colleges. She said these requirements increase transparency, prevention, and accountability regarding campus hazing. The key requirements include:

- Annual security report to include hazing incidents.
- Hazing policy statements.
- Campus hazing transparency report and publication.

Ms. Highland said, relevant to community colleges, this Act is applicable for all of our student clubs and athletic teams. She noted that our Campus Police and Student Services Unit have already been coordinating with ISS to ensure our hazing procedures are posted on the Campus Police and Student Right to Know web pages. Ms. Highland said they are coordinating to provide the required training and reporting. She said because various components of this law took effect January 1, 2025 and July 1, 2025, the Administration respectfully asks the Board to waive first reading and approve the proposed revisions for adoption of the College’s policy on hazing at the August 18, 2025 regular Board meeting. Trustees received the details of the proposed revisions.

Trustee Deters moved and Trustee Montgomery seconded to waive first reading and approve proposed revisions to Board Policy 07.28.01 - *Student Code of Conduct and Disciplinary Procedures.*

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of MOU with the Lake Land College Faculty Association.

Dr. Ike Nwosu, Vice President for Academic Services, requested that the Board of Trustees accept the Memorandum of Understanding (MOU) between Lake Land College and the Lake Land College Faculty Association. Dr. Nwosu said Academic Services is undergoing a restructuring effort to more effectively support institutional strategic initiatives and to enhance day-to-day academic operations for faculty and division chairs. He said as part of this process, the Board earlier approved the creation of the Dean of Instruction position. Dr. Nwosu said the Administration now seeks to formalize a set of responsibilities that have been delegated to the Dean by the Vice President for Academic Services.

Trustee Reynolds moved and Trustee Lilly seconded to approve, as presented, the Memorandum of Understanding (MOU) between Lake Land College and the Lake Land College Faculty Association, effective immediately, to clarify the interpretation of references to the Vice President for Academic Services as used in the current CBA between the Parties.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Emergency Purchase for HVAC Compressors at the Effingham Technology Center (ETC).

Mr. John Woodruff, Vice President of Business Services, presented information to the Board regarding the loss of compressors in the second rooftop unit in the Effingham Technology Center. He said that back in May, the College had replaced 2 pairs of compressors and this will make the 3rd set. Mr. Woodruff said with the impending dedication on July 30, 2025, and extreme heat, it was imperative to replace the compressors and restore cooling capacity. He added that we have one building tenant for whom to maintain HVAC service.

Mr. Woodruff said Board policy 10.22. (#4.M) allows a bid exception by stating *“if an emergency exists, the normal bid process can be bypassed.”* He said per Board Policy 10.23, both the Board Chair and Board Secretary have approved this emergency purchase, but their approval must be followed by approval of $\frac{3}{4}$ of the Board of Trustees.

Trustee Deters moved, and Trustee Lilly seconded to approve, as presented, an emergency expenditure of \$35,426 for the replacement of the failed 26-ton compressor pair at the Effingham Technology Center with Davis Houk Mechanical, Inc.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Organizational Charts.

Trustees heard a recommendation from Mr. Woodruff that the Board approve as presented the Organizational Charts effective FY 2026. Trustees reviewed the organizational charts for each unit of the College.

Trustee Cadwell moved and Trustee Montgomery seconded to approve, as presented, the Organizational Charts effective July 1, 2025, or FY 2026.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of TORT Plan.

Mr. Woodruff said the Tort Immunity Act allows public entities to levy taxes to fund expenses related to tort liability, insurance and risk management programs. Trustees reviewed a memorandum from Ms. Dustha Wahls, Director of Human Resources, regarding the College's Tort Levy Expenditures/Risk Management Plan for FY 2026. Trustees also reviewed details of the Tort Levy Plan which was adopted in August, 2006 and is reviewed annually for position changes and updates. Mr. Woodruff said the proposal for FY 2026 resulted in modifications to job titles only.

Trustee Reynolds moved, and Trustee Montgomery seconded to approve, as presented, the FY 2026 Tort Levy Expenditures/Risk Management Plan.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Resolution No. 0825-001 to Adopt Fiscal Year 2026 Operating Budget.

Dr. Bullock, said the Finance Committee met on July 10, 2025, for an in-depth review of the proposed Budget, and the Committee's consensus was to recommend to the Board approval of the Budget as presented. He said the FY 2026 Budget was presented to the Board of Trustees during the July 14, 2025 Board meeting and that the Budget had been displayed publicly for at least 30 days as required by law.

Trustee Lilly moved and Trustee Montgomery seconded to approve as presented Resolution No. 0825-001 to adopt the FY 2026 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, Deters, Lilly, Montgomery, Reynolds and Walk.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Annual Renewal of the College's Microsoft A5 License.

Mr. Woodruff presented a recommendation from Mr. David Stewart, Chief Information Officer, seeking approval to renew the Microsoft A5 license for the College. He said the renewal cost is \$122,908.94 and will maintain services September 1, 2025 – August 31, 2026. Trustees reviewed the proposed renewal quote from CDW-G.

Mr. Woodruff said these services and supplies are exempt from bidding requirements as stated in the Illinois Public Community College Act Chapter 110 ILCS 805/3-27.1, exemption (f) which reads, "purchase and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software and services." This exemption is also cited in Board Policy 10.22 (#4.F.).

Trustee Deters moved and Trustee Reynolds seconded to approve, as presented, the proposed renewal of the College's Microsoft A5 license with CDW at a total amount of \$122,908.94 for the renewal period September 1, 2025, through August 31, 2026.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Renewal for Dark Trace Cyber Security Agreement.

Mr. Woodruff requested the Board approve the three-year renewal agreement with Darktrace of Arlington, Virginia, at \$140,437 for the period September 12, 2025 to September 11, 2028. Trustees learned this is for cyber security services and reviewed the proposed order form. Trustees also learned that a bid was not necessary per Board Policy 10.22 (#4.F.).

Trustee Lilly moved and Trustee Reynolds seconded to approve the three-year renewal agreement with Darktrace of Arlington, Virginia, at \$140,437 for the period September 12, 2025 to September 11, 2028.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Renewal with NeoGov for HR Solutions Software.

Mr. Woodruff presented a recommendation from Mr. Stewart for the renewal of our annual enterprise license agreement with NEOGOV to continue providing critical HR-related services such as onboarding, forms management, position control, learning management, and single sign-on functionality. Mr. Woodruff said NEOGOV's platform integrates with our HRIS and supports automation and compliance efforts across HR functions. Trustees reviewed the proposed renewal agreement.

Mr. Woodruff said this is exempt from bidding per Board Policy 10.22 (#4.F.).

Trustee Deters moved and Trustee Montgomery seconded to approve the agreement from NEOGOV of El Segundo, California, in the amount of \$58,843.94 for enterprise subscription services, including onboarding, eForms, learning management, HRIS integration, and background check services. The agreement term is August 19, 2025 to August 18, 2026.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Bid for Field House Wall Panel and Soffit Panel Installation Project.

Mr. Woodruff said as part of ongoing improvements to campus facilities, the College recently solicited bids for the installation of red metal panels over the existing white cement fiberboard at the Fieldhouse entrance canopies. He said this enhancement is intended to align the canopies' appearance with the planned pitched roof. He recommended the Board award the bid to Kreiling Roofing of Peoria, IL, in the amount of \$257,836 for the installation of metal panels at the entrance canopies of the Fieldhouse.

Trustees received information on the two bids that were received.

Trustee Cadwell moved, and Trustee Reynolds seconded to approve the bid from Kreiling Roofing of Peoria, IL, in the amount of \$257,836 for the installation of metal panels at the entrance canopies of the Fieldhouse.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Purchase from Pocket Nurse for a Demo Dose Med Dispense Unit for the Allied Health Program.

Trustees heard a recommendation from Dr. Nwosu for the Board to approve the purchase of a demo dose med dispense unit for the Allied Health program. Trustees reviewed the proposed quote. Dr. Nwosu said that with increased attention to patient safety, acute care facilities have transitioned from storing medication in traditional cabinetry to safeguarding it in pyxis stations. He said utilization of a Med Dispense unit is very similar to the industry-utilized Pyxis stations and allows faculty to teach safe and effective medication administration while promoting clinical competence in students enrolled in Nursing Programs.

Dr. Nwosu said this request will utilize the OMNIA cooperative purchasing contract with Pocket Nurse, and therefore, external bidding is not required.

Trustee Reynolds moved and Trustee Deters seconded to approve as presented the purchase of 1 Demo Dose Med Dispense Unit (EA 06-93-6304) from Pocket Nurse Simulation and

Education Supplies, of Monaca, PA, in the amount of \$ 43,197.00 with funding from the Pipeline for Advancement of the Healthcare Workforce, PATH Grant.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Purchase from Pocket Nurse for Non-functional Teaching Headwalls for the Allied Health Program.

Trustees heard a recommendation from Dr. Nwosu for the Board to approve the purchase of various Pocket Nurse simulation and educational supplies, including non-functional teaching headwalls, for the Allied Health program. Dr. Nwosu said the Allied Health Programs give high priority to creating learning environments that mirror real-world health care settings, which promotes a smoother transition from the academic environment to real-world situations. He said equipping labs with current simulated educational supplies supports the movement from classroom to patient bedside. Trustees received the quote for 12 Non-Functional Teaching Headwalls (EA 04-71-6167) to be purchased for the Effingham Technology Center. Dr. Nwosu said eleven of these units will be installed in the Basic Nurse Assisting Lab, and one will be installed in the dedicated Core classroom. He said this request will utilize the OMNIA cooperative purchasing contract with Pocket Nurse, and therefore, external bidding is not required.

Trustee Deters moved and Trustee Reynolds seconded to approve, as presented the purchase of 12 Non-Functional Teaching Headwalls (EA 04-71-6167) with Accessories from Pocket Nurse Simulation and Education Supplies, of Monaca, PA, in the amount of \$29,662.52 with funding from the Pipeline for Advancement of the Healthcare Workforce, PATH Grant.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of Purchase for Educational Support Bundles from Assessment Technologies Institute for the Allied Health Program.

Trustees heard a recommendation from Dr. Nwosu for the Board to approve the purchase of various educational support bundles for LPN, LPN to ADN, and ADN students of up to a total amount of \$290,225.00 from Assessment Technologies Institute, LLC, of Chicago, for use by the Allied Health Nursing Programs. Trustees reviewed the proposed quotes.

Dr. Nwosu said students enrolled in Lake Land College Nursing Programs utilize multiple products through ATI, and that ATI products are designed to support student achievement in course and program outcomes. He also said they further aim to promote success on the NCLEX examination.

Dr. Nwosu said all expenses will be paid out of funds already budgeted for these products in our FY26 budget. He noted that a bid is not required per Board Policy since the products are from ATI Instructional Products, which is the sole source provider of the proprietary assessment software.

Trustee Reynolds moved, and Trustee Cadwell seconded to approve, as presented, the purchase of educational support bundles for LPN, LPN to ADN, and ADN students of up to a total amount of \$290,225.00 from Assessment Technologies Institute, LLC, of Chicago, for use by the Allied Health Nursing Programs.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Acceptance of June 2025 Financial Statements.

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

Trustee Lilly moved, and Trustee Montgomery seconded to approve, as presented, the June 2025 Financial Statements.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Closed Session.

7:07 p.m. – Trustee Lilly moved and Trustee Reynolds seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1), to discuss the appointment, employment, compensation, performance, or dismissal of specific employees.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Return to Open Session - Roll Call

7:19 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, and Student Trustee Bliler.

Trustees Absent: Trustee Wright.

Others Participating via Telephonic or Electronic Means: None.

Appointment of Vice President for Student Services as Discussed in Closed Session.

Trustee Reynolds moved and Trustee Cadwell seconded to approve the appointment of Ms. Heather Nohren to the position of Vice President for Student Services, effective August 18, 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 and Walk.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Approval of the Human Resources Report.

Trustees reviewed the Human Resources Report. Dr. Bullock requested that the Board approve the Report as presented, and he highlighted some of the recommended personnel changes.

Trustee Reynolds motioned, and Trustee Montgomery seconded to approve, as presented, the following standard Human Resources Report. Vice Chair Walk said this followed discussion on the topic held in closed session related only to the appointment of the vice president for student services and a full-time, tenure-track faculty member.

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

Arndt, Serenna	7/14/25-8/28/25
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Additional Appointments

The following employees are recommended for additional appointments

	Position	Effective Date
Part-time		
Johns, Alexis	Newspaper Editor - Student Newspaper	8/5/25
	Primary Position Student Services Intern	
Kegerreis, Andrea	Tutor - Bachelor's Degree	7/7/25
	Primary Position IEL Instructor	
Koontz, Andie	Newspaper Editor - Student Newspaper	8/5/25
	Primary Position College Work-Study	

End Additional Appointments

The following employees are ending their additional appointment

	Position	Effective Date
Part-time		
Bence, Casey	Student Services Intern	7/29/25
	Primary Position Communications Assistant	
Blackford, Kaylee	Lab Student Assistant	7/17/25
	Primary Position Special Needs Note Taker	
Carlin, Nathaniel	Student Services Intern	7/29/25
	Primary Position Newspaper Ed Student News	
Ferguson, Brooke	Adjunct Faculty Math and Science Division	7/17/25
	Primary Position Engineering & Drafting	
Kanyembo, Natasha	International Studies Student Assistant	7/1/25
	Student Services Intern	7/29/25
	Primary Position Bookstore Rush Worker	
Manley, Breana	Student Services Intern	7/29/25
	Primary Position College Work-Study	
Maphosa, Emmanuel	International Studies Student Assistant	7/1/25
	Primary Position Adm & Rec Data Entry Asst	

Mtonga, Natasha	International Studies Student Assistant	7/1/25
	Primary Position Laker Mascot Talent	
Nanjela, Lungowe	International Studies Student Assistant	7/1/25
	Primary Position Bookstore Rush Worker	
Salami, Aisha	International Studies Program Assistant	7/1/25
	Primary Position Newspaper Ed Student News	
Zimmerle, Jerad	Adjunct Faculty Math and Science Division	7/29/25
	Primary Position Adj Faculty Business	

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Full-time		
Carlisle, Michael	Correctional Construction Occ Instructor	7/21/25
Farmer, Paul	Correctional Office Assistant	7/28/25
Hotze, Erica	Surge Tech Pro Dir & Clinic Coor	8/22/25
McCann, Peggy	Associate Dean of Correctional Programs	7/28/25
Otten, Elizabeth	Correctional Career Technology Instructor	8/5/25
Pedigo, Cody	Correctional Automotive Technology Instructor	7/21/25
Rindlisbach, Grace	Correctional Horticulture Instructor	7/22/25
Spradlin, Lisa	Correctional Office Assistant	8/4/25
Part-time		
Babbs, Shelby	Dual Credit Coordinator	7/31/25
Cook, Jonathan	Tutor - Bachelor's Degree	8/11/25
Johns, Alexis	Student Services Intern	8/5/25
Letner, Deacon	Fitness Center Specialist	7/21/25
Vanneste, Elizabeth	Volleyball Assistant Coach	7/23/25
Will, Joshua	Accounting Assistant	7/22/25

Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
Full-time		
Bennett, Judy	DevReading and Writing Instructor (Retired)	5/12/25
Heinen, Jaci	Correctional Commercial Cooking Instructor	8/6/25
Marler, Kristine	Cosmetology Instructor	8/7/25
Phipps, Cynthia	Business Instructor/ProCoord Acct (Retired)	8/7/25
Riggs, Jeffrey	Correctional Warehousing Instructor	8/15/25
Part-time		
Bauguess, Abigail	Community Learning Instructor	11/7/24
Bohac, Autumn	Adjunct Faculty Allied Health Division	5/12/25
Catt, Dannielle	Summer College for Youth Assistant	3/29/25
Coad, Samantha	IDOC CPR Instructor	6/30/25

Fearday, Erica	Adjunct Faculty Allied Health Division	5/12/25
Henderson, Caden	Lab Student Assistant	5/7/25
Jones, Monica	Community Learning Instructor	11/12/24
Manisa, Benjamin	Student Services Intern	5/15/25
Mason, Ronald	Tutoring Services Specialist	7/3/25
Merry-Niebrugge, Margaret	Clinical Dentist	11/11/24
Rincker, Madilyn	Human Resources Assistant	7/31/25
Robinson, Canyon	Fitness Center Specialist	6/17/25
Schultz, Emma	Adjunct Faculty Allied Health Division	5/12/25
Storm, Janalee	Cosmetology Receptionist	8/5/25
Upton, Joseph	Lab Student Assistant	5/1/24
Watters, Katherine	Community Learning Instructor	1/18/25
Wilson, Paul	Adjunct DOC College Funded Instructor	5/6/24
Woods, Devon	Fitness Center Specialist	5/8/25

Transfers/Promotions

The following employees are recommended for a change in position

	Position	Effective Date
Full-time		
Cole, Bailey	Director of Annual Giving & Allum Relations	8/19/25
	Transferring from Foundation Awards & Corp	
Nohren, Heather	Vice President for Student Services	8/18/25
	Transferring from Academic Counselor/Chair	

Full-time Tenure Track

Haarman, Mindi	Cosmetology Instructor	8/22/25
	Transferring from Cosmetology Clinical Instructor	

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Wright.

Motion carried.

Other Business. (Non-action)

Ms. Highland updated Trustees on their mandated four-hours of bi-annual training and the various opportunities they may complete this training through the Illinois Community College Trustees Association.

There was no additional discussion.

Adjournment.

Trustee Montgomery moved and Trustee Reynolds seconded to adjourn the meeting at 7:28 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.
https://www.lakelandcollege.edu/col/board_minutes/