

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



Regular Board Meeting No. 645
Webb Hall, Room 081, Mattoon, IL
September 14, 2020

Minutes

Call to Order.

Chair Reynolds called the September 14, 2020, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 081 of Webb Hall, Mattoon. Due to the COVID-19 pandemic, citizens, faculty and staff were provided an opportunity to attend the meeting via teleconference.

Roll Call.

Trustees Physically Present: Mr. Gary Cadwell, Secretary; Mr. Kevin Curtis; Ms. Doris Reynolds, Chair; Mr. Mike Sullivan; Ms. Denise Walk; Mr. Tom Wright and Student Trustee Lucas Duduit.

Trustees Absent: Mr. Dave Storm.

Others Participating via Teleconference: None.

Others Present: Dr. Jonathan Bullock, President; Mr. Jon Althaus, Vice President for Academic Services; Ms. Jean Anne Grunloh, Senior Executive to the President; Mr. Greg Nuxoll, Vice President for Business Services; Dr. Tina Stovall, Interim Vice President for Student Services, and members of the staff and media.

Approval of Consent Items.

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

1. Approval of Minutes of August 10, 2020, Regular Meeting.
2. Approval of Minutes of August 13, 2020, Special Meeting.
3. Approval of Agenda of September 14, 2020, Board of Trustees Meeting.
4. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	243,474.97
Building Fund	\$	38,534.41
Site & Construction Fund	\$	735,222.01
Bond & Interest Fund	\$	600.00
Auxiliary Services Fund	\$	83,059.09
Restricted Purposes Fund	\$	372,587.41
Working Cash Fund	\$	-
Audit Fund	\$	23,000.00
Liability Insurance Fund	\$	32,565.32
Student Accts Receivables	\$	33,957.51
Total	\$	1,563,000.72

For a summary of trustee travel reimbursement and details of bills refer to:
http://www.lakeland.cc.il.us/col/board_minutes/download.cfm

5. Destruction of Tape Recording of March 11, 2019, Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Hearing of Citizens, Faculty, and Staff.

President Bullock said he had not received any written requests to address the Board. Chair Reynolds asked if there were any additional requests for public comment that were not previously submitted by email to Dr. Bullock. There were no public comments.

Committee Reports.

ICCTA/Legislative.

Trustee Sullivan said he had no report at this time.

Resource & Development.

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

Finance.

Dr. Bullock, on behalf of Trustee Storm, said the Committee had not met since the last regular Board meeting and there was no report at this time.

Buildings & Site.

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

Foundation.

Chair Reynolds highlighted progress on the Foundation and Alumni Center Building project, plans underway for a 50-year celebration of the Foundation, donor outreach and alumni outreach.

Student Report.

Student Trustee Dudit highlighted PTK activities and recognized Lake Land faculty and staff for their noticeable assistance to help students prevail in the virtual learning environment.

President's Report.

Dr. Bullock said:

- Congratulations to Molly Yeske, Medical Assistant Program Instructor, and the Medical Assistant Program. For the third year in a row, the students in this program had a 100% pass rate on the first attempt at the state test. A perfect 38 of 38 students passed!
- The Laker Nest Bookstore was one of six college bookstores nationwide highlighted in the 15th annual *Store Design Showcase* issue of *The College Store Magazine*. Congratulations to Chris Kramer, Amanda Arena and the entire bookstore staff!
- Since the August Board meeting, we have received \$60,146.19 from the Illinois Department of Corrections (IDOC) for the FY 2020 outstanding amount. Currently a total of \$3,209,647.64 remains outstanding from IDOC and \$287,706.64 from the Illinois Department of Juvenile Justice (IDJJ) for FY 2020.
- The College has not received any IDOC or IDJJ reimbursements for FY 2021. Current FY 2021 outstanding balances include \$1,067,243 for IDOC and \$80,559 for IDJJ for services billed through August 2020.
- The College received \$1,619,504 in credit hour reimbursement and \$1,578,038 in equalization since the August board meeting. The state is currently paid through September 2020 for FY 2021 credit hour and equalization payments.
- The College received property tax payments of \$841,680 in August and \$209,323 so far in September for a total of \$5,606,632 YTD.

Business Items.

Non-action Items.

Strategic Planning Bi-Annual Report.

Ms. Jean Anne Grunloh, Senior Executive to the President, provided a brief overview of this report and highlighted the strengths and opportunities for the College based on an analysis of the College-level key performance indicators. Ms. Grunloh recommended extending the current three-year planning cycle into FY 2022 to enhance implementation of the two current focus areas of Data Analytics and Guided Pathways to Success. Trustees were asked if they had any concerns with this strategy. Each trustee expressed support to extend the FY 2019-2021 planning cycle into FY 2022.

Fall Tenth Day Enrollment Report.

Trustees heard a presentation from Dr. Tina Stovall, Interim Vice President for Student Services, regarding the Fall 2020 Tenth Day Enrollment Report.

Annual Report of Special Tuition Waiver Requests.

Trustees reviewed the annual report of tuition waiver requests related to special events held in FY 2020. This report also included an update on the additional tuition waivers authorized by the Board in FY 2020 as various enrollment and/or program incentives.

Calendar of Events.

Trustees received a calendar of upcoming events.

Correspondence.

There were no items of correspondence.

Action Items.

2021 Trustee Election Information and Acceptance of Letters of Designation.

Ms. Grunloh said two six-year terms held by Mr. Gary Cadwell and Mr. Tom Wright will appear on the Lake Land College ballot for the 2021 Trustee Election as part of the consolidated election. Ms. Grunloh said the candidate election packet may be downloaded from the Board of Trustees' webpage or requested from the President's Office by contacting her via phone or email. Ms. Grunloh highlighted pertinent election dates including:

- The Trustee election will be held April 6, 2021.

- Candidates may begin circulating petitions on September 22, 2020.
- The filing period will be December 14-21, 2020.

Ms. Grunloh also requested the Board approve a letter of designation which would authorize her to act as the Local Election Official on behalf of Board Secretary Mr. Gary Cadwell. Additionally, Trustees were asked to approve eight other designation letters for additional staff members to act as representatives for accepting petitions and/or the filing of objections during the upcoming Trustee election.

Trustee Sullivan moved and Trustee Curtis seconded to accept as presented the letters of designation for the April 6, 2021, Trustee Election.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Special Event Tuition Waiver Requests.

Trustees reviewed requests from Mr. Jon Althaus, Vice President for Academic Services, Ms. Lisa Shumard-Shelton, Director of Dual Credit and Honors Experience, and Dr. Stovall for the approval of special event tuition waivers for five different events to be held in fiscal year 2021 including:

- Business and Computer Contest.
- Academic Challenge (formerly known as the WYSE Challenge).
- Principals, Deans and Counselors meeting.
- Miss Illinois 2021.
- National Manufacturing Day events hosted by Effingham County Chamber, Coles Together and local manufacturers.

Trustees learned that many of these events will likely be held in a virtual format this year due to the pandemic.

Trustee Cadwell moved and Trustee Wright seconded to approve as presented special tuition waiver requests related to five separate special events to be held in FY 2021.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Tort Document.

Dr. Bullock 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 2021. Trustees also reviewed details of the Tort Levy Plan which was adopted in August, 2006 and is reviewed annually for position changes and updates. Dr. Bullock said the proposal for FY 2021 includes the following key changes from FY 2020:

- The addition of the Training & Development Coordinator in which 50% of his/her job duties are related to tort liability. The addition of this position resulted in some slight modifications of duties in the Sr. Human Resources Generalist position.
- The Intervention & Compliance Coordinator/Men's Basketball Coordinator was removed as that position has changed.

Trustee Curtis moved and Trustee Sullivan seconded to approve the FY2021 Tort Levy Expenditures/Rick Management Plan as presented.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Acceptance of Reporting of July 2020 Financial Statements.

Trustees reviewed the July 2020 Financial Statements and a memorandum from Mr. Greg Nuxoll, Vice President for Business Services, highlighting variances for the statements. Trustees also reviewed corresponding monthly financial spreadsheets which provided a summary of all operational expenditures year to date as compared to budgeted amounts and a salary and benefits summary. Mr. Nuxoll provided a brief overview of the significant variances.

Trustee Curtis moved and Trustee Wright seconded to approve as presented the July 2020 Financial Statements.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Proposed Revisions to Board Policies 11.04 – *Discrimination and Harassment* and 07.29 – *Student Complaints*.

Trustees reviewed a request from Dr. Stovall for the Board to waive first reading and approve proposed revisions to the above-referenced policies. Proposed revisions to both policies were included in the Board Book for Trustee review.

In July, the Board approved revisions to Policy 11.04.01 - *Prohibiting Sex-Based Misconduct* to ensure compliance with new Title IX regulations that were announced by the U.S. Department of Education on May 6 and published in the Federal Register on May 19, with an effective date of August 14, 2020. Dr. Stovall said revisions to policies 11.04 and 07.29 are also needed to align with changes to Policy 11.04.01.

Dr. Stovall requested the Board waive first reading due to the short timeline and to bring these three policies into alignment.

Trustee Cadwell moved and Trustee Sullivan seconded to waive first reading and approve proposed revisions as presented to Board Policies 11.04 – *Discrimination and Harassment* and 07.29 – *Student Complaints*.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Dudit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Lease Renewal with the City of Paris.

Trustees reviewed a recommendation from Mr. Nuxoll that the Board approve a one-year lease renewal agreement between the College, as Lessee, and the City of Paris as Lessor, for the period of August 1, 2020, through July 31, 2021. Mr. Nuxoll said the lease agreement is for property located at 314 South Central Avenue, Paris, Illinois and the monthly rent amount is \$350.00. Trustees learned the original three-year lease agreement expired on July 31, 2020, but included two one-year automatic renewal options, and we are acting on the first of the two one-year renewal options with this agreement.

Trustee Sullivan moved and Trustee Cadwell seconded to accept as presented a one-year lease renewal agreement between the College, as Lessee, and the City of Paris as Lessor, for the period of August 1, 2020, through July 31, 2021. The lease agreement is for property located at 314 South Central Avenue, Paris, Illinois, with a monthly rent amount of \$350.00.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Acceptance of Gift-in-Kind Donations from Sarah Bush Lincoln Health System and the Lake Land College Foundation.

Trustees reviewed a recommendation from Ms. Christi Donsbach, Executive Director of College Advancement, that the Board accept the donation of gift-in-kind equipment including dental patient chairs and monitors, statim sterilizers, X-ray machines, and dental stools valued at \$26,425.00 from the College's Foundation. Dr. Bullock said these items will be used for the Dental Hygiene program and were generously donated by Sarah Bush Lincoln Health System to the Foundation.

Trustee Walk moved and Trustee Wright seconded to accept as presented the donation of gift-in-kind equipment including dental patient chairs and monitors, statim sterilizers, X-ray machines, and dental stools valued at \$26,425.00 from the College's Foundation. The Board expresses its appreciation to Sarah Bush Lincoln Health System of Mattoon for originally making this generous donation to the Foundation.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Acceptance of TRiO Student Support Services Program Grant Award.

Trustees reviewed a request from Ms. Emily Ramage, Director of Grants and Academic Operations, for the Board to accept the TRiO Student Support Services Program Grant award from the U.S. Department of Education. Trustees learned:

- This will be the fourth five-year grant cycle for the College to utilize this program.
- The College will receive \$275,105 for the first year of the project, which is expected to continue for five years. This equates to a total of \$1.38 million dollars for the entire project.
- The College will use the grant award to serve 160 low-income, first-generation, and/or disabled students through a comprehensive plan targeting five required services of academic tutoring, advice and assistance in course selection, financial aid information and assistance, financial and economic literacy education, and transfer assistance to a four-year institution.

Dr. Bullock congratulated Ms. Ramage and the TRiO planning team including Amber Niebrugge, Director, TRiO SSS Program and TRiO SSS staff members Amber Webb and Ashli Wicker, for developing this successful proposal.

Trustee Cadwell moved and Trustee Curtis seconded to accept the TRiO Student Support Services Program Grant award from the U.S. Department of Education, which includes a five-year grant cycle, receipt of \$275,105 for the first year of the project and an expected total of \$1.38 million dollars for the entire project.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Dudit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Bid for Advanced Multipurpose Patient Simulator Funded by Perkins Program for EMS and Medical Assisting Programs.

Trustees reviewed a request from Ms. Ramage for the Board to approve the bid from Gaumard of Miami, Florida, in the amount of \$78,394.00 for the purchase of a high-fidelity simulation mannequin for the Emergency Medical Services and Medical Assisting programs. Trustees learned the requested high-fidelity mannequin satisfies a program accreditation requirement, and the current mannequin is outdated, failing, and without warranty. Dr. Bullock said Perkins grant funds will be used to support the purchase.

Trustee Curtis moved and Trustee Sullivan seconded to approve the bid from Gaumard of Miami, Florida, in the amount of \$78,394.00 for the purchase of a HAL® S3201 Advanced Multipurpose Patient Simulator, a high fidelity simulation mannequin for use by the Emergency Medical Services and Medical Assisting programs.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Dudit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Memorandum of Understanding with Lake Land College Paraprofessional Association.

Trustees reviewed a proposed Memorandum of Understanding (MOU) with the Lake Land College Paraprofessional Association to address changes as a result of new Title IX regulations implemented this fall. Dr. Bullock said the proposed MOU aligns the contractual language in

Article VII of the CBA with the new Title IX regulations and updated board policies 11.04 and 11.04.01.

Trustee Sullivan moved and Trustee Cadwell seconded to approve as presented the Memorandum of Understanding with the Lake Land College Paraprofessional Association.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Two Memorandums of Understanding with Lake Land College Custodial Association.

Trustees reviewed two proposed Memorandums of Understanding with the Lake Land College Custodial Association. Dr. Bullock said the first MOU in the Board Book addressed changes as a result of new Title IX regulations implemented this fall and aligns the contractual language in Article XXVI of the CBA with the new Title IX regulations and updated board policies 11.04 and 11.04.01. Dr. Bullock said the second MOU addresses changes in working conditions this fall due to the pandemic.

Trustee Walk moved and Trustee Wright seconded to approve as presented two Memorandums of Understanding with the Lake Land College Custodial Association.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Memorandum of Understanding with American Federation of State, County, and Municipal Employees (AFSCME), Council 31.

Trustees reviewed a proposed Memorandum of Understanding that has been approved and signed by leadership with AFSCME, Council 31. Dr. Bullock said this MOU is necessitated by the fact that this Union has won the right to be the sole and exclusive bargaining agent for the vocational instruction employees at the Illinois Department of Corrections facility at Lincoln Correctional Center. In addition, the MOU provides that the four AFSCME bargaining employees who provide vocational training at Lincoln Correctional Center receive a one-time wage increase of 1% effective July 1, 2020, based upon their prior fiscal year salaries.

Trustees learned this aligns with the pay increase for all AFSCME employees providing educational services for the College.

Trustee Cadwell moved and Trustee Curtis seconded to approve as presented the Memorandum of Understanding with the American Federation of State, County, and Municipal Employees (AFSCME), Council 31.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Dudit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Resolution No. 0920-002 to Approve Fourth Addendum to Employment Agreement with Dr. Jonathan “Josh” Bullock, Lake Land College President, Extending the Term through June 30, 2023.

Trustees reviewed the above-referenced resolution and amendment to extend Dr. Bullock’s contract term through June 30, 2023. Chair Reynolds said Dr. Bullock’s annual performance evaluation for FY 2019-2020 had been completed and reviewed by all Trustees.

[The agenda item was noted that a complete copy of the proposed resolution and fourth, addendum were available at: <https://www.lakelandcollege.edu/board-of-trustees/agendas-board-books-minutes/> or by contacting the College’s Office of the President at 217-234-5222. The agenda item was also noted that copies of the President’s original employment contract and the first, second and third addendums were available at: <https://www.lakelandcollege.edu/board-of-trustees/board-of-trustees-employment-contracts/> or by contacting the College’s Office of the President at 217-234-5222.]

Trustee Wright moved and Trustee Walk seconded to approve as presented Resolution No. 0920-002 - Approving Fourth Addendum to Employment Agreement with Dr. Jonathan “Josh” Bullock, Lake Land College President, Extending the Term through June 30, 2023. [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, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Dudit voted yes.

Absent: Trustee Storm.

Motion carried.

Approval of Human Resources Report.

Trustees reviewed the Human Resources Report. Dr. Bullock requested the Board approve the report as presented and he highlighted a few of the personnel recommendations.

Trustee Cadwell motioned and Trustee Curtis seconded to approve the following standard Human Resources Report as presented.

The following employees are recommended for FMLA leave.

Board policy 05.14.12

Andrea Daily	08/11/2020-11/02/2020
Don Hardwick	08/17/2020-10/16/2020

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

Brenda Venatta Catey	09/03/2020-10/01/2020
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The following positions has been recommended by the Lake Land College President's Cabinet

Scholarship Coordinator-Level 12, Support Staff
 Dean for Workforce Solutions and Community Education-Level 17, Administration
 Coordinator of Employment and Compensation-Level 13, Support Staff

Additional Appointments

The following employees are recommended for additional appointments

	Position	Effective Date
Caldeira, Lara	Fitness Center Specialist Primary Position is Bookstore Rush Worker	09/02/2020
Caldeira, Lara	Covid-19 Checkpoint Screener Primary Position is Bookstore Rush Worker	08/24/2020
Campbell, Deandra	Covid-19 Checkpoint Screener Primary Position is Bookstore Rush Worker	08/24/2020
Croft, Hank	Test Proctor Primary Position is Tutor - Associate-Lrng Asst	09/02/2020
Kilzer, Barbara	Ofc Asst to Allied Health Prog Primary Position is Adj Faculty Allied Health	08/12/2020
Larry, Julian	Adj Faculty Social Science Primary Position is Perkins Specialist-Coach	08/24/2020
Mason, Harley	Covid-19 Checkpoint Screener Primary Position is Bookstore Rush Worker	08/24/2020
Meadows, Janet	Test Proctor Primary Position is Proctor/Training Aid	09/02/2020
Richardson, Hannah	Tutor – AAS Disability Services Primary Position is Tutor - Associate's TRIO	08/24/2020
Richardson, Hannah	Tutor - Associate Community Education Primary Position is Tutor - Associate's TRIO	08/24/2020

Richardson, Hannah	Tutor - Associate - Learning Asst	08/24/2020
	Primary Position is Tutor - Associate's TRIO	
Saunders, Mackenzie	Covid-19 Checkpoint Screener	08/24/2020
	Primary Position is Bookstore Rush Worker	
Scheitler, Kaitlyn	Covid-19 Checkpoint Screener	08/24/2020
	Primary Position is Bookstore Rush Worker	

Part-time - Grant Funded

Richardson, Hannah	Tutor - Associate Carl Perkins	08/24/2020
	Primary Position is Tutor - Associate's TRIO	
Satterfield, Ryan	Adult Education Adjunct Faculty	08/20/2020
	Primary Position is Adj Faculty Technology	
Small, Kevin	Adult Education Adjunct Faculty	08/18/2020
	Primary Position is Adjunct for CBI	
Staley, Jennifer	Adult Education Adjunct Faculty	08/20/2020
	Primary Position is Adult Ed Welding Instructor	

End Additional Appointments

The following employees are ending their additional appointment

	Position	Effective Date
Full-time		
Hardiek, Karla	Division Chair/Allied Health	08/23/2020
Part-time		
Binnion, Hannah	College Work Study	03/08/2020
Bruns, Maureen	College Work Study	12/30/2019
Elmendorf, Gerald	TRIO Student Specialist	07/12/2020
Froese, Morgan	College Work Study	05/17/2020
Martinez Montes de Oca, Yesica	Tutor	05/12/2020
Martinez Montes de Oca, Yesica	Bookstore Rush worker	05/10/2020
Underwood, Race	Tutor	12/15/2019

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Full-time		
Byers, Jessica	Nursing Instructor	08/10/2020
Hadjaoui, Ahmed	Custodian	09/15/2020
Knearem, Katherine	Payroll Specialist	09/21/2020
Ruholl, Katelyn	Simulation Lab Coordinator	08/21/2020
Snyder, Jay	Custodian	09/15/2020
Uphoff Nees, Christina	Training & Development Coordinator	09/21/2020
Part-time		
Beier, Sidney	Bookstore Rush Worker	08/17/2020

Caldeira, Lara	Bookstore Rush Worker	08/06/2021
Caldwell, Nancy	Adj Faculty Humanities	08/24/2020
Caldwell, Victoria	Bookstore Rush Worker	07/28/2020
Campbell, Deandra	Bookstore Rush Worker	08/03/2020
Clark, Macy	Bookstore Rush Worker	07/30/2020
Cole, Carson	Covid-19 Checkpoint Screener	08/26/2020
Cushing, Jaime	Clinical Dentist	08/01/2020
Diltz, Emma	Dual Credit Program Assistant	09/02/2020
Fouty, Mackinzie	Groundskeeper	08/03/2020
Hall, James	Digital Communications Specialist	09/08/2020
Hetland, Cherie	Financial Aid Outreach Coordinator	08/19/2020
Hilliard, Antwonette	IDOC CPR Instructor	07/21/2020
Hollingsworth, Travis	Administrative Assistant Marshall Ext	08/25/2020
Jones, Cameron	Bookstore Rush Worker	08/04/2020
Jones, Tyler	Assistant Baseball Coach	09/02/2020
Jordan, Danielle	Allied Health Den Clinical Instructor	08/01/2020
Mason, Harley	Bookstore Rush Worker	08/07/2020
Moreira de Souza, Caroline	Bookstore Rush Worker	08/01/2020
Parkison, Shawn	IEL Instructor	08/24/2020
Saunders, Mackenzie	Bookstore Rush Worker	08/03/2020
Scheitler, Kaitlyn	Bookstore Rush Worker	08/07/2020
Shriver, Jacob	Groundskeeper	08/03/2020
Smith, Logan	Allied Health Den Clinical Instructor	08/01/2020

Part-time - Grant Funded

Staley, Jennifer	Adult Education Welding Instructor	08/13/2020
Daniels, Ashley	College Work Study - Humanities	08/24/2020
Smith, Chandler	College Work Study - Humanities	08/24/2020

Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
Full-time		
Hines, Debra	Human Resources Asst/Retiree	09/30/2020
Unpaid Volunteer		
Carter, Maxwell	Tech Team Intern	08/17/2020
Lee, Dylan	Tech Team Intern	08/17/2020
Lovell-Hayes, Nicole	Auxiliary Services Volunteer	02/01/2020
Schisler, Davina	Auxiliary Services Volunteer	08/17/2020
Taylor, Angela	Auxiliary Services Volunteer	08/17/2020
Part-time		
Blazich, Jessica	Bookstore Rush Worker	08/25/2019
Caldwell, Nancy	Adj Faculty Humanities	08/05/2020
Clark, Tanner	Bookstore Rush Worker	01/26/2020

Cutts, Bryson	Tutor - Student Lrng Asst Ct	05/17/2020
Deters, Carla	Off Asst to Allied Health	08/09/2020
Filipiak, Gloria	Bookstore Rush Worker	01/26/2020
Fros, Janet	Sign Language Interpreter	02/14/2016
Gullidge, Breanne	Adm & Rec Data Entry Asst	08/09/2020
Hanson, Madeleine	Adm & Rec Data Entry Asst	04/05/2020
Hartke, Taylor	Adm & Rec Data Entry Asst	07/26/2020
Hoene, Katelyn	Print Shop Student Asst	05/17/2020
Kull, Karen	Retiree Incentive Program	08/05/2020
Lee, Yu Jin	Chemistry Lab Student Asst	12/29/2019
Luttrell, Andrew	Sign Language Interpreter	11/05/2017
Matherly, Linda	Bookstore Rush Worker	01/26/2020
Matusik, Morgan	IDOT QMTP Lab Assistant	05/17/2020
Omar, Ghada	Adj Faculty Math/Science	05/17/2020
Probst, Rachel	Bookstore Rush Worker	01/26/2020
Rowan, Penny	Adj Doc College Funded Instr	12/15/2019
Sampson, Karen	Adult Education Instructor	05/17/2020
Schultz, Shyann	Bookstore Rush Worker	08/25/2019
Stremming, Morgan	Counseling Srvcs Specialist	07/26/2020
Tappendorf, Hannah	Adm & Rec Data Entry Asst	05/17/2020
Unkraut, Claire	CBI Non-credit Instructor	6/30/2019
Wake, Jackie	Professional Development Sup	08/23/2020
White, Wayne	Bkst Comp Tech Spec	05/17/2020

College Work Study's

Ballinger, Reece	College Work Study - MPR	05/17/2020
Luebbe, Alecia	College Work Study Counseling	05/17/2020
Lynn, Lacey	College Work Study SSE	05/17/2020
McCombe, Joshua	College Work Study-Business	05/20/2018
McConkey, Ashlan	College Work Study Career Svcs	05/17/2020
Miller, Megan	College Work Study Early Child	10/02/2019
Persinger, Hailey	College Work Study Bookstore	05/03/2020

Transfers/Promotions

The following employees are recommended for a change in position

	Position	Effective Date
Full-time		
Arena, Amanda	Manager of Bookstore and Textbook Rentals transferred from Coordinator of the Bookstore	10/1/2020
Davison, Angela	Business Instructor transferred from Information Technology Instructor	08/10/2020
Crnkovich, Hannah	Scholarship Coordinator transferred from Financial Aid Verification and Scholarships	09/15/2020
Hardiek, Karla	Nursing Instructor Resigned from Division Chair Allied Health	08/10/2020
Kessler, Tynia	Division Chair Business/Business Inst	08/10/2020

Swingler, Erin	transferred from Business Instructor Division Chair Allied Health/Nursing Inst	08/10/2020
Workman, Bethany	transferred from Nursing Instructor Nursing Instructor transferred from Simulation Lab Coordinator	08/10/2020

Part-time

Martinez Montes de Oca, Yesica	Bookstore Rush Worker transferred from Tutor	09/01/2020
Ritz, Alex	Part-time Police Officer transferred From Full-time Police Officer	08/24/2020

Part-time - Grant Funded

Sharp, Kennedy	Student Success Coach Trio Dest. Financial Aid Verification Specialist	08/30/2020
Underwood, Race	Perkins Student Worker - Business Tutor	08/25/2020

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Duduit voted yes.

Absent: Trustee Storm.

Motion carried.

Other Business. (Non-action)

Dr. Bullock updated trustees on the administration's recent discussions with the leadership of the Lake Land College Faculty Association to extend the current Memorandum of Understanding for the Fall 2020 semester to the Spring 2021 semester. He asked if any trustee disagreed with this extension. Each trustee expressed support for the extension. He said the administration will bring this request to the Board for approval during the October 2020 regular board meeting.

There was no additional discussion.

Adjournment.

Trustee Cadwell moved and Trustee Walk seconded to adjourn the meeting of the Lake Land College Board of Trustees at 7:31 p.m.

Motion carried with unanimous voice vote approval.

Approved by:

/s/Ms. Doris Reynolds, Board Chair

/s/Mr. Gary Cadwell, Board Secretary

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