

Lake Land College
Resource and Development Committee
November 8, 2018

Minutes

The Resource and Development Committee of the Board of Trustees met on November 8, 2018, in room 011, Board and Administration Center, Lake Land College, Mattoon, Illinois. Committee Chair Ms. Doris Reynolds called the meeting to order at 2:04 p.m.

Trustee Committee Members Physically Present:

Ms. Doris Reynolds, Committee Chair
Mr. Bruce Owen, Committee Member
Mr. Mike Sullivan, Committee Member

Trustee Committee Members Absent:

Mr. Dave Storm, Ex-officio Committee Member
Ms. Tessa Philpot, Student Trustee

Other Trustees Present:

None

Others Present:

Dr. Josh Bullock, President
Mr. Jon Althaus, Vice President for Academic Services
Mr. Bryan Gleckler, Vice President for Business Services
Ms. Jean Anne Grunloh, Senior Executive to the President
Dr. Jim Hull, Vice President for Workforce Solutions & Community Education
Ms. Dustha Wahls, Director of Human Resources

Hearing of Citizens, Faculty, and Staff.

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

Approval of Minutes of August 9, 2018, Meeting and August 9, 2019, Closed Session

Trustee Sullivan moved and Trustee Owen seconded that the minutes of the August 9, 2018, Resource and Development Committee meeting and closed session be approved.

There was no further discussion.

Roll Call Vote:

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

Assessment Report.

Trustees reviewed details of the 2018 Annual Assessment Report. Ms. Lisa Madlem, Director of Academic Support and Assessment, provided highlights of the Report and six areas for assessment contained within the Report. She said the College achieved 100 percent compliance by the Illinois Community College Board (ICCB) program assessment due date and 100 percent for institutional assessment. Ms. Madlem also highlighted the DACUM (Developing a Curriculum) method for analyzing jobs and occupations. She said that 11 DACUM workshops have been provided since January of 2017 and that offering regular DACUM job analysis updates ensures that the content of its programs is current and relevant to the industry being served.

Proposed Revisions to Numerous Policies from Annual Policy Manual Review.

President Bullock presented to the Committee on proposed revisions to 27 policies. He said these revisions resulted from the Cabinet conducting an annual review of the Board Policy Manual in its entirety. Committee members reviewed details of the proposed revisions for each policy and Dr. Bullock provided a narrative as to the need for the revisions for each policy.

Trustee Owen moved and Trustee Sullivan seconded that the Committee recommend to the Board approval of proposed revisions to numerous policies as presented.

There was no further discussion.

Roll Call Vote:

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

Motion Carried.

Closed Session.

2:23 p.m.

Trustee Sullivan motioned and Trustee Owen seconded to convene to closed session, pursuant to Open Meetings Act Sections 2(c)(1), to consider the appointment, employment, compensation or performance of specific employees.

There was no further discussion.

Roll Call Vote:

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

Motion Carried.

Return to Open Session – Roll Call.

2:45 p.m.

Committee Members Physically Present:

Ms. Doris Reynolds, Committee Chair
Mr. Bruce Owen, Committee Member
Mr. Mike Sullivan, Committee Member

Committee Members Absent:

Mr. Dave Storm, Ex-officio Committee Member
Ms. Tessa Philpot, Student Trustee

Other Trustees Physically Present:

None.

Other Business.

There was no additional discussion.

Adjournment.

Trustee Owen moved and Trustee Sullivan seconded to adjourn the meeting of Resource and Development Committee at 2:45 p.m.

Motion carried by unanimous voice vote approval.

Approved by:

/s/Ms. Doris Reynolds, Resource and Development Committee Chair/Secretary