

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



Regular Board Meeting No. 611  
Webb Hall, Room 081, Mattoon, IL  
November 13, 2017

**Minutes**

**Call to Order.**

Chair Storm called the November 13, 2017, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in Webb Hall, room 081, Mattoon.

**Seating of Newly Appointed Trustee.**

Chair Storm acknowledged Ms. Meg Yargus Steward as the recently appointed Trustee by the Board in October 2017 to fill the seat vacated by Trustee Luther in September 2017. Chair Storm congratulated Trustee Steward on the appointment.

**Roll Call.**

**Trustees Physically Present:** Mr. Gary Cadwell; Ms. Ann Deters, Secretary; Mr. Bruce Owen; Ms. Doris Reynolds, Vice Chair; Ms. Meg Steward; Mr. David Storm, Chair; Mr. Mike Sullivan and Mr. Charles Meaker, Student Trustee.

**Trustees Absent:** None.

**Others Present:** Dr. Jonathan 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 and Community Education; Dr. Tina Stovall, Vice President for Student Services; and members of the staff, community and media.

**Approval of Consent Items.**

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

1. Approval of Minutes of October 9, 2017, Regular Meeting.
2. Approval of Minutes of October 9, 2017, Closed Session.

3. Approval of Minutes of October 23, 2017, Special Meeting.
4. Approval of Minutes of October 23, 2017, Closed Session.
5. Approval of Minutes of October 26, 2017, Special Meeting.
6. Approval of Minutes of October 26, 2017, Closed Session.
7. Approval of Agenda of November 13, 2017, Board of Trustees Meeting.
8. Bills for Payment and Travel Expenses.

This information was presented by College administration for approval with full assurance by management they were prepared in good faith to follow all applicable laws and Board policy. Summary and bills include:

Education Fund	\$	223,099.17
Building Fund	\$	90,466.67
Site & Construction Fund	\$	-
Bond & Interest Fund	\$	-
Auxiliary Services Fund	\$	36,252.06
Restricted Purposes Fund	\$	208,563.18
Working Cash Fund	\$	-
Audit Fund	\$	10,687.50
Liability Insurance Fund	\$	792.60
Student Accts Receivables	\$	212,100.57
Total	\$	781,961.75

For details of bills refer to:

[http://www.lakeland.cc.il.us/col/board\\_minutes/download.cfm](http://www.lakeland.cc.il.us/col/board_minutes/download.cfm)

9. Destruction of Tape Recording of May 9, 2016, Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

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

There were no public comments.

### **Committee Reports.**

#### **ICCTA/Legislative.**

Trustee Sullivan, committee chair, highlighted information he learned while recently attending an ICCTA conference. He said discussions included: ongoing concerns for students leaving Illinois to attend higher education in another state; trustee training as required by the new

Ethics Act; efforts for Illinois community colleges to be able to offer BSN programs; and legislative updates with a focus on the recent sexual harassment issues at the state level.

### **Resource & Development.**

Trustee Reynolds, committee chair, said the committee met recently to review items which will appear later in the agenda.

### **Finance.**

Trustee Deters, committee chair, said the committee had not met since the last regular Board meeting, but that individual committee members had reviewed relevant information for the action items of bills for payment and monthly financial statements.

### **Buildings & Site.**

Trustee Owen, committee chair, said the committee met earlier in the day to review the administration's proposals for long term facilities planning.

### **Student Report.**

Student Trustee Meaker highlighted recent events hosted by the Student Ambassadors and Student Government Association. He also highlighted information he learned while attending the recent ICCB-ISAC conference.

### **President's Report.**

Dr. Bullock said:

- Lake Land College has been selected as one of 150 community colleges in the nation recognized by the Aspen Institute for Community College Excellence. Congratulations to the entire Lake Land family!
- The Top 50 VIP Committee has decided to extend the deadline for submissions to end of day November 30, 2017, so there is still time to nominate individuals for the top 50 Very Important People of Lake Land College. The Lake Land College Foundation would like to recognize those individuals who have made a significant positive contribution to the development of the college and to the student learning experience over the college's first 50 years through a special 50th anniversary recognition. Criteria for nominations include recognizing individuals for their actions, activities, financial contributions and accomplishments which have made a positive contribution to Lake Land College. Alumni and friends are eligible to be recognized and can receive the recognition posthumously. Details can be found on the Foundation website.

- We received a total of \$2,464,631 in Fiscal Year 2017 payments from the Illinois Department of Corrections (IDOC) over the past month. This brings the outstanding amount due from IDOC down to \$1,345,983 for FY 2017.
- State payments continue to be issued on a regular schedule. Over the past month we have received state payments in the amount of \$779,886.66 for FY 2018 equalization and \$427,257.90 for credit hour reimbursement.

### **Business Items.**

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

### **Faculty Focus on Advancing Student Success – Flipped Classrooms.**

Trustees heard a presentation from Ms. Terri Fields, Psychology Instructor, on the topic of “flipped classrooms.” She explained the concept and provided examples of how she utilizes this type of instruction in an Introduction to Psychology course she teaches.

### **Navigator News Recognition.**

Dr. Tina Stovall, Vice President for Student Services, congratulated students with the College’s Navigator News for their second place recognition in “Best of Show” at the Illinois Community College Journalism Association (ICCJA) conference recently held at Eastern Illinois University.

### **Proposed Revisions to 77 Board Policies in Sections 5, 6 and 7 from Policy Manual Annual Review.**

Trustees reviewed details of proposed revisions to 77 policies in sections 5, 6 and 7, along with a brief synopsis of the need for revisions to each policy. Dr. Bullock said these revisions are part of the Cabinet’s annual review of the Board Policy Manual in its entirety.

Trustee Reynolds said the Resource and Development Committee met recently for an in-depth review of the proposed revisions and the Committee’s consensus was to recommend to the Board approval of all revisions as presented.

Recommended revisions were submitted as first reading and will be brought to the Board for action during the December 2017 regular Board meeting.

### **Proposed Revisions to Eight Board Policies Including:**

- 11.09 - First Amendment Guarantees.***
- 07.28.01 - Student Code of Conduct and Disciplinary Procedures.***
- 07.32 – Navigator.***
- 09.06 - Outside Group Usage.***
- 09.08 - Use of Facilities on a Non-Charge Basis.***
- 09.16 - Temporary Indoor Signage and the Distribution of Materials.***
- 11.14 - Solicitation by Non-College Personnel.***

**h. 11.16 - *Speakers, Performers and Presenters.***

Trustees reviewed details of proposed revisions to the eight above-referenced Policies. Trustees heard a recommendation from Dr. Stovall regarding proposed changes which will better articulate guidelines and expectations related to the First Amendment as part of the College learning environment. She said proposed revisions were prepared by the administration with review by legal counsel and have been presented and discussed at employee group meetings, student group meetings and relevant committee meetings during the fall semester. Trustees also learned that the Resource and Development Committee reviewed a synopsis of proposed changes for each of these Policies during a September 2017 Committee meeting.

Recommended revisions were submitted as first reading and will be brought to the Board for action during the December 2017 regular Board meeting.

**Proposed Revisions to Board Policy 10.33 – *Payroll Withholdings.***

Mr. Bryan Gleckler, Vice President for Business Services, presented on proposed revisions to Policy 10.33. He said the changes will enable the College to begin offering identity theft protection services and coincide this additional payroll withholding option with the College's benefits election period.

Recommended revisions were submitted as first reading and will be brought to the Board for action during the December 2017 regular Board meeting.

**Calendar of Events.**

Trustees received a calendar of upcoming events.

**Correspondence.**

Trustees reviewed two items of correspondence.

**Action Items.**

**Approval of Proposed Revisions to Board Policy 07.12 – *Talented Student Scholarships.***

Dr. Bullock said that proposed revisions to the above-referenced Policy were presented to the Board during the October 2017 regular Board meeting as first reading for initial consideration and that the administration had received no requests for additional changes.

Trustee Deters moved and Trustee Reynolds seconded to approve as presented proposed revisions to Board Policy 07.12 – *Talented Student Scholarships.*

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.  
Motion carried.

### **Acceptance of Reporting of September 2017 Financial Statements.**

Trustees reviewed the September 2017 Financial Statements and a memorandum from Mr. Gleckler highlighting variances for the statements. This information included a summary of all operational expenditures (Funds 1 and 2) year to date as compared to budgeted amounts, a salary and benefits summary with FY 2018 projected final spending levels, and year to date spending through September 2017 for the College's other funds (Funds 3, 4, 5, 6, 11 and 12). Mr. Gleckler explained significant variances and presented highlights of all statements.

Trustee Deters moved and Trustee Sullivan seconded to approve the September 2017 Financial Statements as presented.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Student Club.**

Trustees heard a recommendation from Dr. Stovall regarding approval of a new student club, the Collegiate Farm Bureau at Lake Land College. Trustees reviewed the associated club constitution which has been approved by the Student Government Association and Dr. Stovall. She said this new club will enable another opportunity for students to engage in leadership, personal and professional development through college experiences outside of the classroom. She also said that students from all majors who are interested in agriculture are welcome to participate in this outstanding opportunity to interact with the Illinois Farm Bureau organization.

Trustee Reynolds moved and Trustee Cadwell seconded to approve as presented the Collegiate Farm Bureau at Lake Land College as a new student club.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Ullrich Foundation Trust Grant Award.**

Trustees reviewed a recommendation from Ms. Emily Ramage, Director of Grants Development, regarding the College's acceptance of grant funds from the John Ullrich Foundation. Mr. Jon Althaus, Vice President for Academic Services, said the dollar amounts have been removed from information included in the Board Book to comply with the

Foundation's confidentiality guidelines and that the authority to issue a press release on this award rests solely with the John Ullrich Foundation.

Trustee Sullivan moved and Trustee Reynolds seconded to accept the John Ullrich Foundation Award as presented.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of ISBE GAST Grant for 2018.**

Trustees reviewed a recommendation from Ms. Ramage regarding the College's acceptance of grant funds from the Illinois State Board of Education (ISBE) for the purpose of Growing Agricultural Science Teachers (GAST Grant). Mr. Althaus said this will be the tenth consecutive year that ISBE has selected Lake Land for this grant award. With the funding, Lake Land will provide paid internships for up to ten Lake Land College and district high school agriculture students to gain relevant work experience in the agriculture field.

Trustee Reynolds moved and Trustee Steward seconded to accept from the Illinois State Board of Education the Growing Agriculture Science Teachers Grant award in the amount of \$14,000.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Bid for Land Lab Tiling.**

Trustees heard a recommendation from Mr. Gleckler for the Board to approve a bid from Dean Drainage of Mattoon for a project to install a 30 foot tiling pattern in an area approximately 11 acres in size in field "F" located on the west side of the College's land lab.

Trustee Owen moved and Trustee Storm seconded to approve as presented the bid from Dean Drainage, LLC, of Mattoon in the amount of \$18,350 for the Land Lab Tiling Project.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Approval of Bid for Med Dispense Machine.**

Trustees heard a recommendation from Mr. Gleckler to approve a bid submitted by Pocket Nurse Enterprises of Monaca, Pennsylvania, in the amount of \$31,116.25 for the purchase of a med dispense machine to be used by the Allied Health Division for associate degree and practical nursing programs. Trustees also reviewed a recommendation from Ms. Karla Hardiek, Allied Health Division Chair, regarding the bid approval and the need for the med dispense machine.

Trustee Reynolds moved and Trustee Steward seconded to approve as presented the bid from Pocket Nurse Enterprises of Monaca, Pennsylvania, in the amount of \$31,116.25 for the purchase of a med dispense machine to be used by the Allied Health Division.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Approval of Worker's Compensation Policy Renewal.**

Trustees reviewed a recommendation from Mr. Gleckler for the College to renew its current worker's compensation policy with the Illinois Public Risk Fund through Dimond Bros. Insurance of Mattoon.

Trustee Deters moved and Trustee Sullivan seconded to approve as presented the recommendation to renew the worker's compensation insurance policy with the Illinois Public Risk Fund, through Dimond Bros. Insurance Agency of Mattoon, for the period January 1, 2018 through December 31, 2018.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Approval of Resolution No. 1117-004 Amending Resolution No. 1116-032 Authorizing Property Tax Abatement For Commercial, Industrial And Residential Property Improvements In The Vandalia/Fayette County Enterprise Zone.**

Trustees heard a recommendation from Mr. Gleckler for the approval of the above-referenced Resolution. Trustees learned the original Resolution was approved by the Board in November 2016, however the enterprise zone was not approved at the state level. The enterprise zone application is being resubmitted to the state, and thus Fayette County requested re-approval from each taxing body associated with the tax abatement.



Trustee Cadwell moved and Trustee Owen seconded to approve as presented Resolution No. 1117-004 Amending Resolution No. 1116-032 Authorizing Property Tax Abatement for Commercial, Industrial And Residential Property Improvements In The Vandalia/Fayette County Enterprise Zone. (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, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Acceptance of In-Kind Donation of Two Robots.**

Trustees reviewed a recommendation from Ms. Jackie Joines, Executive Director for College Advancement, that the Board accept the in-kind gift transfer of two robots to be used by the College for training purposes. Dr. Bullock said the two robots were generously donated to the College's Foundation by the General Electric Mattoon Lamp Plant.

Trustee Sullivan moved and Trustee Reynolds seconded to accept the transfer of the gift-in-kind donation from the Foundation of an Adept Cobra S800 Robot (2008 model) valued at \$10,000 and a Fanuc F 34128 Robot (1997 model) valued at \$1,850 to be used by the College for training purposes. These donations were generously gifted to the College's Foundation by the General Electric Mattoon Lamp Plant.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Approval of Intergovernmental Agreement with Shawnee Community College District No. 531 for Educational Services with IDOC and Elgin Community College District No. 509 for Educational Services with IDJJ.**

Trustees received a recommendation from Dr. Bullock to approve two Intergovernmental Agreements detailed above. Dr. Bullock said that the Board has already approved the College's contract with Illinois Department of Corrections (IDOC) for Lake Land to provide educational services at two IDOC correctional facilities located in College District No. 531 and with the Illinois Department of Juvenile Justice (IDJJ) for Lake Land to provide educational services at an IDJJ Youth Correctional Facility located in College District No. 509. He also said that approval of the Intergovernmental Agreements will formalize these prior verbal agreements between Lake Land College and the other two respective community colleges.

Trustee Reynolds moved and Trustee Storm seconded to approve as presented the Intergovernmental Agreement with Shawnee Community College District No. 531 for Lake Land College to provide educational services at two Illinois Department of Corrections facilities located in College District No. 531 and also approve the Intergovernmental Agreement with Elgin Community College District No. 509 for Lake Land College to provide educational services at an Illinois Department of Juvenile Justice facility located in College District No. 509.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Closed Session.**

7:08 p.m. – Trustee Deters moved and Trustee Storm seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1) [Illinois General Assembly 2017 et. Seq.], to discuss the appointment or employment of specific employees.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### **Return to Open Session – Roll Call.**

7:20 p.m.

**Trustees Physically Present:** Mr. Gary Cadwell; Ms. Ann Deters, Secretary; Mr. Bruce Owen; Ms. Doris Reynolds, Vice-Chair; Ms. Meg Steward, Mr. Dave Storm, Chair; Mr. Mike Sullivan; and Mr. Charles Meaker, Student Trustee.

**Trustees Absent:** None.

### **Approval of Appointment of Basic Nurse Assistant Instructor as Discussed in Closed Session.**

[Note Dr. Bullock said appointments of instructors at future Board meetings will be presented as part of the standard Human Resources Report for approval and not listed as a separate action item. He said the Resource and Development Committee recently approved this new process effective with the December 2017 Board meeting.]

Trustee Cadwell moved and Trustee Reynolds seconded to approve the appointment of Ms. Beulah Uphoff to the full-time, tenure-track position of Basic Nurse Assistant Instructor

effective January 5, 2018, contingent upon the terms outlined in the employment agreement and as discussed in closed session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

**Approval of Human Resources Report.**

Trustees reviewed the proposed Human Resources Report and Dr. Bullock highlighted specific recommendations for various positions. This was not discussed during closed session.

Trustee Reynolds motioned and Trustee Sullivan seconded to approve the following Human Resources Report:

**The following employee has a family medical eligible event**

Cole, Lisa	FMLA (Intermittent)	09/19/2017
Emerick, Cindy	FMLA	10/02/2017-01/05/2018
Kerkhoff, Abi	FMLA	10/19/17-01/05/2018
Kile, Sabrina	FMLA (Intermittent)	09/18/2017

**Additional Appointments**

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

	<b>Position</b>	<b>Effective Date</b>
<b>Part-time</b>		
Christman, Lynnetta	Allied Health BNA Adjunct Faculty Primary Position is Allied Health BNA Cln Inst	10/12/2017
Christman, Lynnetta	Allied Health BNA Clinical Instructor/Adult Ed Primary Position is Allied Health BNA Cln Inst	10/12/2017
Luesse, Aaron	Tutor-Disability Services - Student Primary Position is Tutor - Student Lrng Asst Ct	08/25/2017
Luesse, Aaron	Tutor-Student Community Education Primary Position is Tutor - Student Lrng Asst Ct	08/25/2017
Oberfeldt, Catrina	Newspaper Editor - Student Newspaper Primary Position is Special Needs Notetaker	10/12/2017
Probst, Melissa	Enhanced Lab Instructor- Dental Hygiene Primary Position is Adjunct Faculty Dental	10/04/2017
Van De List, Elizabeth	Tutor-Associates-Disability Services Primary Position is Tutor - Associate-Lrng Asst	10/23/2017
Van De List, Elizabeth	Tutor - Associate Community Education Primary Position is Tutor - Associate-Lrng Asst	10/23/2017

**Part-time - Grant Funded**

Black, Thomas	Pathways Substitute Instructor Primary Position is Pathways Classroom Assistant	10/25/2017
Christman, Lynnetta	BNA Clinical Instructor/Adult Education Primary Position is Allied Health BNA Cln Instr	10/12/2017
Cline, Carol	Adult Education Adjunct Faculty Primary Position is Allied Health BNA Cln Instr	10/31/2017
Luesse, Aaron	Tutor-Student Carl Perkins Primary Position is Tutor - Student Lrng Asst	08/25/2017
Uphoff, Beulah	Adult Education Adjunct Faculty Primary Position is Allied Health BNA Cln Instr	10/31/2017
Van De List, Elizabeth	Perkins Test Proctor Primary Position is Tutor - Associate-Lrng Asst	10/23/2017
Van De List, Elizabeth	Tutor - Associate Carl Perkins Primary Position is Tutor - Associate-Lrng Asst	10/23/2017

**New Hire-Employees**

The following employees are recommended for hire

	Position	Effective Date
<b>Full-time</b>		
Uphoff, Beulah	Basic Nurse Assistant Instructor	01/05/2018
<b>Full-time - Grant Funded</b>		
Denniston, Robert	Correctional Custodial Maintenance Instr	10/24/2017
<b>Part-time</b>		
Buenker, Abigail	Newspaper Editor - Student Newspaper	10/12/2017
Kimball, Linda	Allied Health BNA Clinical Instructor	10/12/2017
Luesse, Aaron	Tutor - Student Learning Assistance Ctr	08/25/2017
Luttrell, Andrew	Sign Language Interpreter	10/23/2017
Shaw, Lorri	Kluthe Test Proctor	11/08/2017
Snyder, Autum	Chemistry Lab Student Assistant	10/01/2017
Tucker, Hannah	Library Assistant	11/01/2017
Van De List, Elizabeth	Tutor - Associate - Learning Assistance Ctr	10/23/2017
<b>Part-time - Grant Funded</b>		
Darnell, Kelcie	Tutor Student - TRIO SSS	10/10/2017
Sherman, Olivier	Perkins Student Worker - John Deere Tech	09/19/2017
Winchester, Megan	Perkins Student Worker - Allied Health	09/07/2017
<b>College Work Study's</b>		
Bryant, Austin	College Work Study - Printshop	10/12/2017
Collings, Sophie	College Work Study - SSE	08/23/2017
Geisler, Alexander	College Work Study - Printshop	10/11/2017
Kollman, Bryce	College Work Study - Printshop	10/10/2017
Swartz, Jesse	College Work Study - Business	08/21/2017

### Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
<b>Full-time</b>		
Ervin, Randy	Chief of Police	11/30/2017
Iverson, Mary	Corr Ofc Assistant-Sheridan CC	08/04/2017
Jackson, Thomas	Associate Dean-Graham CC	11/17/2017
Nichols, Christina	Library Cat/Acquisition Assistant	10/18/2017
<b>Part-time</b>		
Backhus, Stephen	Microcomputer Support Tech	10/13/2017
<b>College Work Study</b>		
Wright, Cameron	College Work Study - ISS	10/27/2017

### Transfers/Promotions

The following employee is recommended for a change in position

	Position	Effective Date
<b>Full-time</b>		
Zerkel, Jane	Library Cataloging /Acquisitions Assistant (FT) Transferring From Library Assistant (FT)	11/06/2017

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Meaker voted yes.

Motion carried.

### Other Business. (Non-action)

There was no additional discussion.

### Adjournment.

Trustee Deters moved and Student Trustee Meaker seconded to adjourn the November 13, 2017, meeting of the Lake Land College Board of Trustees at 7:22 p.m.

Motion carried with unanimous voice vote approval.

Approved by:

\_\_\_\_\_  
/s/Mr. Dave Storm, Board Chair

\_\_\_\_\_  
/s/Ms. Ann Deters, Board Secretary

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

[https://www.lakelandcollege.edu/col/board\\_minutes/](https://www.lakelandcollege.edu/col/board_minutes/)