

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



Regular Board Meeting No. 708  
Board and Administration Center, Room 011  
Mattoon, IL  
December 8, 2025

**Minutes**

**Call to Order.**

Chair Wright called the December 8, 2025, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 011 of Board and Administration Center, Mattoon, IL.

**Roll Call.**

**Trustees Physically Present:**

Trustees Physically Present: Mr. Thomas Wright, Chair; 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:** None.

**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. Heather Nohren, Vice President for Student Services; Ms. Seirra Laughhunn, Executive Assistant to the President's Office; and members of the staff.

**Approval of Consent Items.**

Trustee Walk moved and Trustee Reynolds seconded to approve the consent agenda as presented.

1. Approval of Minutes of November 10, 2025, Regular Meeting.

2. Approval of Minutes of November 10, 2025, Closed Session.
3. Approval of Agenda of December 8, 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	\$	636,290.03
Building Fund	\$	116,950.76
Site & Construction Fund	\$	260,747.92
Bond & Interest Fund	\$	6,927,385.05
Auxiliary Services Fund	\$	83,717.52
Restricted Purposes Fund	\$	145,032.42
Working Cash Fund	\$	-
Audit Fund	\$	9,080.00
Liability Insurance Fund	\$	34,876.97
Student Accts Receivables	\$	154,923.40
Total	\$	8,369,004.07

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

5. Destruction of Tape Recording of the June 10, 2024, Closed Session.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

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

There were no public comments.

## **Committee Reports.**

### **ICCTA/Legislative.**

Trustee Walk said she had no report at this time.

## **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 had not met since the last regular Board meeting.

## **Foundation.**

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

- The Foundation kicked off the holiday season with a successful Pictures with Santa event on November 15th. Our Year-End appeal/holiday card should be landing in mailboxes any day.
- November was an exciting month, celebrating our scholarship recipients! We had over 70 students attend our Foundation scholarship recipient pizza party on November 19th and another 19 students attended the brunch with Sarah Bush Lincoln on November 21st.
- Over 175 donor impact statements were mailed to scholarship donors in November, sharing their scholarship recipient(s), scholarship balances, and the impacts of their donation.
- A friendly reminder that the 2026-2027 Foundation scholarship application opened on November 1 and will remain open for the first cycle through January 31st.

## **Student Report.**

Student Trustee Bliler reported that since the Board's last meeting, the Student Government Association (SGA) convened three times and the topics of discussion included preparations for the upcoming High School Leadership Conference in February, distribution of club funds—

which has taken place for the fall semester—and discussion on the Student Government election process. He said the Association's election committee has also been meeting to discuss this topic further, and he plans to report any developments to the Board as they arise. The SGA also met with Chief of Staff, Jean Anne Highland, to discuss the college's strategic plan. Mr. Bliler said the delegates had many thoughtful questions and expressed gratitude and appreciation for the many hours of work which have been dedicated to helping students and the entire college community through the strategic plan. He said looking ahead, the SGA has one meeting remaining this Wednesday, December 10, 2025, before recessing for the winter hiatus.

Mr. Bliler said the Student Activity Board (SAB) continues to host events each Wednesday for the student body and recent events have included Holiday Bingo, the International Student Celebration, and the Services and Resources Fair. He said the SAB is also planning the Laker Club Showcase for the beginning of the Spring Semester to highlight campus organizations and encourage student involvement. He said thank you, on behalf of the student body, to the Student Activity Board for helping the campus community to remain involved and active throughout the fall semester and he looks forward to sharing with the Board the activities to come this spring.

Mr. Bliler said The Navigator News continues to share the college's stories with the Lake Land community and he was excited to share with the board that the Navigator News has earned several awards for their reporting skills both on an individual and organizational level. He said we, at Lake Land, have always known the excellence of the Navigator News, but we admire the statewide recognition which has been awarded to them. He said on behalf of the student body, congratulations to the Navigator News, and to the individuals who have won awards and thank you for your dedication to journalism and Lake Land College's story.

Mr. Bliler said in continuing recognition of student groups and organizations, he would like to highlight the college's honors and service organizations including Phi Theta Kappa and the National Society for Leadership and Success. He said both organizations are dedicated to service and benefit to the entire campus community. Phi Theta Kappa takes on an "Honors in Action" project and a College Project each year and this year, both projects relate to the college's archives and the archives' restoration, as well as sharing stories attached to these items with the entire college community. Mr. Bliler said the National Society for Leadership and Success also contributes to the betterment of the college community by fostering growth in leadership through several activities and seminars each year and the society continues to increase their overall service to the college as well.

Mr. Bliler continued to say as students await finals week and the upcoming winter hiatus, he thanked the Board, on behalf of the students, for their support this semester, and always, of the student body and the entire college community. He welcomed any questions the Board may have.

## **President's Report.**

Dr. Bullock gave the following updates:

- The College received \$1.14 million in payments from the Illinois Department of Corrections in November toward the FY 2026 balance. A total of \$1.56 million remains outstanding for DOC.
- We received no payments in November from the Illinois Department of Juvenile Justice. A balance of \$58,803 remains outstanding.
- In November, the College received \$514,413 from the State of Illinois for FY 2026 credit hour reimbursement and \$345,542 for equalization, and no funds toward CTE. A total of \$7.2 million remains outstanding from the State of Illinois.
- The College received no CPPRT payments in November.
- The College received property tax payments totaling \$3.6 million in November.
- Congratulations to the Academic Services Unit for the College receiving approval from the Higher Learning Commission for its first competency-based education (CBE) programs, Certificates in Automation Specialist I & II.

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

### **Navigator New Awards.**

Ms. Heather Nohren, Vice President for Student Services, recognized the Navigator News staff who won awards at the annual conference of the Illinois Community College Journalism Association.

### **Focus on Advancing Student Success – AI and Community Workshops.**

Dr. Ike Nwosu, Vice President for Academic Services, introduced Ms. Sarah Hill, Director of Library Services, and Mr. Andy Cougill, Librarian. They presented on the latest progress being made in educating staff, students and the community on AI and the Community Workshops that are being offered.

### **Monthly Data Point Discussion – Fall 2025 Student Survey Results on Registration Processes, Course Scheduling and Modality Options.**

Ms. Jean Anne Highland, Chief of Staff, introduced Dr. Lynn Breer, Director of Institutional Research and Reporting, who highlighted the Monthly Data Point Discussion – Fall 2025 Student Survey Results on registration processes, course scheduling and modality options.

### **Post Issuance Tax Compliance Report.**

Trustees heard a presentation from Mr. John Woodruff, Vice President for Business Services and Treasurer, as compliance officer for the College's bond record-keeping policy, in which he reported that, following a thorough review, the College is in compliance with all applicable federal tax requirements related to tax advantage obligation bond record-keeping requirements and no further action by the College is needed at this time.

## **Calendar of Events.**

Trustees reviewed a calendar of upcoming events. Dr. Bullock reminded the Board about the January 8, 2026, Buildings & Site committee meeting and the May 20, 2026, Board Retreat at 1 p.m., with lunch at noon and guest, ICCTA Facilitator Mr. Jim Reed, who will be attending again this year.

## **Action Items**

### **Acceptance of Grant(s)**

Ms. Highland highlighted for the Board that the College has received a one-year \$170,898.92 grant from ICCB Strengthening Mental Health Supports at Community Colleges program. She said the purpose of this grant is to support existing Mental Health Early Action on Campus (MHEAC) activities, expand existing supports, and implement new strategies to support mental health. Ms. Highland said this is the second year the College has received this grant.

Ms. Highland also presented to the Board a 1.5-year, \$298,564.67 grant from ICCB Taking Back the Trades Round 4 grant program. She said the purpose of this grant is to provide access and strengthen pathways for young adults, particularly those in underserved communities marked by high youth unemployment, low graduation rates, or other relevant indicators. Ms. Highland said this is the second year the College has received this grant.

Ms. Highland presented a final grant to the Board for a 15-month, \$60,751.04 grant from ICCB Innovative Bridge and Transitions grant program. She said the purpose of this grant is to support innovative bridge and transition programs and initiatives that support the seamless transition of students between education systems as well as employment.

Trustee Deters moved and Trustee Reynolds seconded to accept as presented a one-year \$170,898.92 grant from ICCB Strengthening Mental Health Supports at Community Colleges program, a 1.5-year, \$298,564.67 grant from ICCB Taking Back the Trades Round 4 grant program and a 15-month, \$60,751.04 grant from ICCB Innovative Bridge and Transitions grant program.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

## **Acceptance of October 2025 Financial Statements.**

Trustees reviewed the October 2025 Financial Statements and a memorandum from Mr. Woodruff that highlighted the Financial Statements and significant variances. Mr. Woodruff said some of the significant variances are timing related and should normalize by year's end.

Trustee Walk moved and Trustee Montgomery seconded to approve, as presented, the October 2025, fiscal year 2026 Financial Statements.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

## **Declaration of Surplus Item(s) or Equipment.**

Mr. Woodruff requested the Board to declare as surplus and grant authorization to dispose of the following items in a manner most beneficial to Lake Land College.

- 1 – 2020 Ford Escape Hybrid VIN 1FMCU9DZ1LUB65532
- Various technology items, with a list provided to Trustees that detailed the need for disposal. He said all usable parts from the laptops will be harvested.
- Furniture and miscellaneous items currently being stored in Effingham Technology Center room 027, with a list provided to Trustees. He said these items were not usable for redeployment as part of the Effingham Technology Center remodel.

Trustee Cadwell moved and Trustee Montgomery seconded to declare as presented the 2020 Ford Escape Hybrid, various technology items, and various furniture and miscellaneous items as surplus and grant authorization to dispose of the listed items in a manner most beneficial to Lake Land College.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Proposed Revisions to Board Policy 02.16 – *Freedom of Information Act*.**

Dr. Bullock presented to the Board proposed revisions to Board Policy 02.16. He said that, as the Policy is currently written, it includes details of the Act that have changed over time, as well as the likelihood of additional changes with future law amendments. Dr. Bullock said that following guidance from our legal counsel, Robbins Schwartz, we recommend removing from Policy various details related to Freedom of Information requests, and instead reference our compliance and/or commitment to this law, along with our four appointed Freedom of Information Act Officers or trained designees, who will, in turn, maintain any procedural documents and processes.

Dr. Bullock said the administration presented proposed revisions as first reading at the November 2025 regular Board meeting.

Trustee Cadwell moved and Trustee Reynolds seconded to approve, as presented revisions to Board Policy 02.16 Freedom of Information Act.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Resolution No. 1225-004 Abating the Tax Heretofore Levied for the Year 2025 to Pay Debt Service on General Obligation Refunding Bonds. (Alternate Revenue Source), Series 2016B, of Community College District No. 517.**

Mr. Woodruff reminded Trustees that in December 2006, the Board of Trustees approved the issuance of \$2,200,000 in general obligation bonds for the construction of the new Fitness Center. He said the bond will be repaid with a \$1.50 per credit hour service fee. In 2016, the Board approved a refinancing of the debt amount of \$1,450,000. He said Ms. Madge Shoot, Comptroller, reported the alternate bond levy needs to be abated in its entirety prior to the County Clerks' deadline in March. Trustees reviewed details of the Resolution.

Trustee Lilly moved and Trustee Walk to approve as presented Resolution No. 1225-004, a resolution abating the tax heretofore levied for the year 2025 to pay debt service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2016B, of Community College District No. 517. [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, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Resolution No. 1225-005 – Authorize Preparation of Tentative Budget.**

Trustees heard a recommendation from Mr. Woodruff for the Board to approve the above referenced Resolution. Trustees reviewed details of the Resolution.

Trustee Deters moved and Trustee Reynolds seconded to approve the Resolution No. 1225-005 to authorize preparation of the tentative FY 2027 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, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Certificate of Tax Levy.**

Trustees heard a recommendation from Dr. Bullock that the Board approve the Certificate of Tax Levy for the 2025 levy year. He said the levy is for the equalized assessed value (EAV) of property for the year 2025, known as the levy year. Property taxes are paid the following summer/fall, calendar year 2026, and applied to fiscal year 2027 revenues. Dr. Bullock said we are in legal compliance with the "Truth in Taxation" law, and recommends approval of the appropriate documents. Lake Land's rate of levy for the 2024 levy year property values was \$.5065 per \$100 EAV

Trustees learned the College will not know the actual tax rate for the 2025 levy year until late spring when all of the EAV's are finally determined by the 15 individual counties in the Lake Land College district, but we are estimating that our rate of levy will increase to approximately \$.5100 per \$100 EAV, a .69% increase in the amount levied overall. Dr. Bullock said that for the individual taxpayer, Lake Land's tax is approximately 5% of the total bill and reflects Lake Land's low overall tax rate per \$100 EAV.

Trustee Lilly moved and Trustee Cadwell seconded to approve as presented the sum of Seventeen Million Three Hundred Five Thousand Dollars (\$17,305,000) plus an additional amount to provide funds to retire bonds and pay interest thereon to be levied on the equalized assessed value of the taxable property of Community College District No. 517 for the levy year 2025 to be collected in the calendar year 2026. The levy for the year 2025 is to be allocated 100% for fiscal year 2027.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of New Student Organization – Epsilon Sigma Alpha.**

Trustees heard a presentation from Ms. Nohren regarding the Judicial Committee and the full board of the Lake Land College Student Government Association (SGA) approving the completed constitution of a new proposed college-recognized organization for Lake Land College Students. She said this organization is open to any current Lake Land College student who wishes to join and meet the organization's requirements. She said the proposed organization is as follows:

Epsilon Sigma Alpha, ESA. ESA is focused on Education, Service, and Association.

She said they have community and collegiate chapters in 33 states and Australia; there are 13 community chapters and 5 collegiate chapters in Illinois. ESA supports community causes and engage in volunteer service projects.

Ms. Nohren said Ms. Madison Daily, Health and Physical Education Instructor, has agreed to serve as the proposed organization advisor.

Trustee Walk moved and Trustee Reynolds seconded to approve as presented the constitution of the newly proposed Lake Land College Epsilon Sigma Alpha student organization.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Contract for Ellucian SaaS Software.**

Mr. Woodruff presented a recommendation for the Board to approve a 5+ year agreement with Ellucian of Reston, Virginia via the Iowa Lakes Consortium, not to exceed \$4,497,957, to upgrade from our current Ellucian (Datatel/Colleague) dated product to the new Ellucian SaaS (Software as a Service) software suite. He said Fund Balance will be used for \$1.43M of the initial cost during the transition period. He highlighted numerous reasons for why the Administration is recommending the College remain with Ellucian for the upgrade project. Trustees learned the first component of the Ellucian upgrade project is the increased annual costs for licensing and maintenance. Mr. Woodruff also noted the next recommended motion, or the second component, will be related to the utilization for professional services to supplement the internal IT staff and meet the aggressive migration schedule.

Trustees reviewed details of the proposed order form from Ellucian. Mr. Woodruff said this is exempt from bidding per Board Policy 10.22 (#4.F.).

Trustee Cadwell moved and Trustee Reynolds seconded to approve as presented a 5+ year agreement with Ellucian of Reston, Virginia via the Iowa Lakes Consortium for the Ellucian SaaS software modules as selected, not to exceed \$4,497,957. Fund Balance will be used for \$1.43M of the initial cost during the transition period.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

## **Approval of Professional Services Contract for Ellucian SaaS Conversion.**

[Details for this action item are included in the immediately preceding action item.]

Trustees reviewed details of the consulting proposal submitted by Ferrilli. Mr. Woodruff said this is exempt from bidding per Board Policy 10.22 (#4.F.).

Trustee Walk moved and Trustee Montgomery seconded to approve as presented an amount not to exceed \$1,452,786 in professional services with providers Ellucian of Reston, Virginia, and Ferrilli Consulting of Haddonfield, New Jersey, during the transition term, which will run from January 1, 2026, through March 31, 2028. Fund balance will be used to pay for the \$1,452,786.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Approval of Renewal for Circa Compliance Services.**

Trustees heard a request from Mr. Woodruff for the Board to approve the renewal of a three-year subscription for Circa Compliance Suite to meet the OFCCP (Office of Federal Contract Compliance Programs) regulations that would be difficult to meet without these services. He said OFCCP requires specific job posting requirements, tracking and reporting, and diversity outreach to ensure equal opportunities. Mr. Woodruff said Federal Grants, like the Perkins Grant, would drive the need to meet the OFCCP regulations. Trustees reviewed details of the proposed order form.

Trustee Cadwell moved and Trustee Reynolds seconded to approve as presented a three-year renewal of the Circa Compliance services for the total amount of \$25,635.68 with Infosoft Group Holdings and Miratech Holdings dba as Circa of Bee Cave, Texas. The agreement would run from January 14, 2026 thru January 13, 2029.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Waive First Reading and Approve Proposed Revisions for Board Policy 06.54 – Grade Exclusion.**

Dr. Nwosu presented a recommendation to the Board from the Academic Standard Committee which he said the Administration supports, to revise the College's Grade Exclusion policy to reduce the current five-year non-enrollment requirement to two years. He said the existing policy requires that students must not have been enrolled for at least five (5) consecutive calendar years and must complete a minimum of twelve (12) semester hours with a GPA of 2.0 or higher in order to be considered for grade exclusion. Trustees reviewed details of the proposed revisions.

Dr. Nwosu said that reducing the non-enrollment period would better support students who are ready to return to the college and succeed, removing unnecessary barriers and better aligning our policy with other institutions. He said more importantly, this change also reflects our strategic motto of "Education that fits your life" -- by offering a more flexible, student-centered

policy. He informed the Board that in order to meet the December 2025 catalog deadline and ensure the revised policy appears in the 2026 2028 catalog, he respectfully requested that the Board waive the second reading for this policy change at the December 2025 meeting.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented the recommended changes to Board Policy 6.54 - *Grade Exclusion* for first and final reading, waiving the second reading to ensure the revision is included in the upcoming catalog scheduled for print in early 2026.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Waive First Reading and Approve Proposed Revisions for Board Policy 07.01 – Admission of Students and 07.01.02 – *Special Admission and Graduation Requirements for Select Technical Programs*.**

Ms. Nohren presented to the Board proposed revisions to Board Policy 07.01 - *Admission of Students*. The proposed revisions seek to address the following:

- 1) Update the statement confirming that Lake Land College does not deny admission on any basis protected by applicable federal and state law to be consistent with Board Policy 11.01 Equal Opportunity Notice of Non-Discrimination, as revised March 10, 2025, and
- 2) In accordance with requirements of Title VI of the Civil Rights Act of 1964 and its implementing procedures, as clarified through guidance from the Illinois Community College Board, add a statement confirming that the College takes appropriate steps to ensure that the lack of English language skills will not be a barrier to admission and participation in educational programs.

Ms. Nohren also presented proposed revisions to Board Policy 07.01.02 - *Special Admission and Graduation Requirements for Select Technical Programs* to reflect changes in programs that have been approved to establish special admission criteria and/or unique graduation requirements.

Trustees reviewed details of the proposed revisions for both Policies. Ms. Nohren requested the Board waive first reading to ensure these policy revision updates are included in our required annual/semester notification to students at the beginning of the Spring 2026 semester.

Trustee Walk moved and Trustee Reynolds seconded to approve the proposed revisions to Board Policy 07.01 - *Admission of Students* and 07.01.02 - *Special Admission and Graduation Requirements for Select Technical Programs* as first and final reading.

Board Member Gary Cadwell left the meeting at 7:05 p.m.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: Trustee Cadwell.

**Motion carried.**

Board Member Gary Cadwell returned to the meeting at 7:08 p.m.

### **Closed Session.**

7:09 p.m. – Trustee Walk moved and Trustee Montgomery seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1) and (21), to discuss the appointment, employment, compensation, performance, or dismissal of specific employees and to review the minutes of meetings lawfully closed under the Open Meetings Act.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

### **Return to Open Session - Roll Call**

7:16 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, Mr. Thomas Wright, Chair and Student Trustee Bliler.

**Trustees Absent:** None.

**Others Participating via Telephonic or Electronic Means:** None.

**Approval of Release or Non-Release of Closed Session Minutes as Discussed in Closed Session, as Discussed in Closed Session.**

Trustee Cadwell moved and Trustee Walk seconded to approve the release of closed session minutes for section 3 of the July 14, 2025 meeting; sections 1 and 2 of the August 18, 2025 meeting; and sections 1, 2, 3 and 4 of the November 10, 2025 meeting; and not approve the release of closed session minutes for all other sections in this review period as the need for confidentiality still exists. This recommendation is for the six-month review period since June 9, 2025, and followed discussion on the topic held in closed session.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**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 the Human Resources Report as presented. This followed discussion on the topic held in closed session related to the appointments of two full-time faculty members.

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

Satterwhite, Marcy	11/5-25-11/4/26
Swingler, Erin	12/8/25-1/9/26
Warden, Jade	12/1/25-2/28/26

**The following positions have been recommended by the Lake Land College President's Cabinet**

Business Engagement Coordinator	Level 13
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### **Additional Appointments**

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

	<b>Position</b>	<b>Effective Date</b>
<b>Part-time</b>		
Onigkeit, Justin	Traffic Safety Instructor	11/6/2025
	Primary Position Transportation Training Coordinator	

**End Additional Appointments**

**The following employees are ending their additional appointment**

	<b>Position</b>	<b>Effective Date</b>
<b>Part-time</b>		
Carter, Adam	Community Learning Instructor Primary Position CBI Training Specialist	11/3/25

**New Hire-Employees**

**The following employees are recommended for hire**

	<b>Position</b>	<b>Effective Date</b>
<b>Full-time Tenure Track</b>		
Stanfield, Michael	CIM Technology Instructor/Program Coord	1/9/26
<b>Full-time</b>		
Hill, Jennifer	Correctional Career Technology Instructor	11/18/25
Hoover, Eric	Correctional Maintenance Instructor	11/10/25
Sharrow, Rodney	Correctional Construction Occupations Instr	11/10/25
Starling, Mariah	Police Officer	12/9/25

**Part-time**

Thomas, Christopher	Laker Mascot Talent	11/6/25
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**Terminations/Resignations**

**The following employees are terminating employment**

	<b>Position</b>	<b>Effective Date</b>
<b>Full-time</b>		
Panful, Benjamin	IT Instructor	12/19/25
<b>Part-time</b>		
Armstrong, Josie	Part-Time Groundskeeper	8/14/25
Dick, Alexander	College Work-Study	5/9/25
Mattox, Soule	College Work-Study	5/8/25
Shumway, Sue	Traffic Safety Instructor	9/11/25
Yactor, Robin	Dual Credit Coordinator	4/27/25

**Transfers/Promotions**

**The following employees are recommended for a change in position**

	<b>Position</b>	<b>Effective Date</b>
<b>Full-time</b>		
Bender, Brian	Correctional Horticulture Instructor	11/24/25
Leisch, Timothy	Custodial Services Supervisor	12/9/25
<b>Full-time Tenure Track</b>		
Madlem, Benjamin	Automotive Technology Instructor	1/9/26

There was no further discussion.  
Roll Call Vote:



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

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

**Motion carried.**

## **Other Business. (Non-action)**

Dr. Bullock provided an update on a proposed location change for an indoor athletic training facility on campus, with the new location proposed to be the grassy area between the Field House and Parking Lot B. He said more details regarding proposed plans for the facility will be shared at the January 8, 2026 Buildings and Site Committee meeting.

## **Adjournment.**

Trustee Walk moved and Trustee Deters seconded to adjourn the meeting at 7:26 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/](https://www.lakelandcollege.edu/col/board_minutes/)