

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



Regular Board Meeting No. 624
Board and Administration Center, Room 11, Mattoon, IL
December 10, 2018

Minutes

Call to Order.

Chair Dave Storm, called the December 10, 2018, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 11, Board and Administration Center, Mattoon.

Roll Call.

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 Ms. Tessa Philpot, 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 Sullivan moved and Trustee Cadwell seconded to approve the following consent items:

1. Minutes of November 12, 2018, Regular Meeting.
2. Minutes of November 12, 2018, Closed Session.
3. Agenda of December 10, 2018, Board of Trustees Meeting.
4. 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	\$	227,086.43
Building Fund	\$	29,709.85
Site & Construction Fund	\$	542,572.30
Bond & Interest Fund	\$	7,071,597.27
Auxiliary Services Fund	\$	53,245.92
Restricted Purposes Fund	\$	144,818.03
Working Cash Fund	\$	-
Audit Fund	\$	10,687.50
Liability Insurance Fund	\$	32,662.47
Student Accts Receivables	\$	125,922.49
Total	\$	8,238,302.26

For details of bills refer to:

<https://www.lakelandcollege.edu/board-of-trustees/bot-bills/>

5. Destruction of Tape Recording of June 12, 2017, 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: Student Trustee Philpot voted yes.

Motion carried.

Hearing of Citizens, Faculty, and Staff.

There were no public comments.

Committee Reports.

ICCTA/Legislative.

Trustee Sullivan said ICCTA has plans underway to search for a replacement of Mr. Mike Monaghan, ICCTA Executive Director. Mr. Monaghan will be retiring at the end of June 2019.

Resource & Development.

Trustee Reynolds, Resource and Development Committee Chair, said the Committee had not met since the last regular Board meeting. She did say she will report on behalf of the Committee for items that will appear later in the agenda.

Finance.

Trustee Deters, Finance Committee Chair, said the Committee met recently for an in-depth review of several items that will appear later in the agenda. She will comment on those items as they are discussed per order of the agenda.

Buildings & Site.

Trustee Owen, Buildings and Site Committee Chair, said the Committee had not met since the last regular Board meeting. He had no report at this time.

Foundation.

Trustee Reynolds said she had no report at this time.

Student Report.

Student Trustee Philpot provided an update on activities with the Student Government Association and Student Ambassadors.

President's Report.

Dr. Bullock said:

- For Fiscal Year 2018, a total of \$172,511.67 remains outstanding on the Illinois Department of Corrections contract. This reflects a portion of the June invoices. This amount is the only item remaining outstanding from FY 2018.
- For Fiscal Year 2019, no payments for the Illinois Department of Corrections contract or the Juvenile Justice contract have been received. A total of \$2,276,883 has been billed to the Department of Corrections thus far while a total of \$186,350 has been billed to Juvenile Justice. Each of these reflect invoicing through November.
- For Fiscal Year 2019 credit hour reimbursement, we have received five payments thus far totaling \$2,488,756. A total of \$1,833,093 remains outstanding for the year.
- For Fiscal Year 2019 equalization, we have received five payments thus far totaling \$2,464,425. A total of \$3,450,190 remains outstanding for the year.
- The campus has been busy with events over the past month, including the following:
 - The Lake Land College Community Choir, directed by Dr. Nancy Caldwell, shared a masterful performance with the community on November 18th. Kudos to Dr. Caldwell!
 - On December 6th, Ms. Brenda Hunzinger hosted a successful Genetics Conference on campus. Several hundred Lake Land students, high school students and community members attended to hear renowned genetics expert Dr. Sam Rhine. Thank you Brenda!
 - A well-attended Laker Visit Day was held on Friday, December 7th. We welcomed 110 prospective students and 56 parents. Thank you to all of the faculty and staff involved in the successful visit day!

- Thank you to the Lake Land facilities staff and the many volunteers who assisted with the One Stop Community Christmas this past Saturday, December 8th. A special note of appreciation to Kimberly Wellbaum and Scott Rawlings!

Non-action Items.

Faculty Focus on Advancing Student Success – Study Abroad Opportunities.

Mr. Casey Reynolds, Spanish/English Instructor, presented on an upcoming study abroad opportunity for Lake Land students, community members, or graduating high school seniors to travel to Madrid and Southern Spain with the option to fulfill a Humanities or Fine Art Credit (HUM-150).

Post-Issuance Tax Compliance Report.

Mr. Bryan Gleckler, Vice President for Business Services, as compliance officer for the College's bond record-keeping policy, reported that 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.

Proposed Revisions to Four Board Policies Including:

07.13 – Student Classifications.

07.14 – Honors Program.

07.23 – Honor's List, Dean's List, and President's List.

07.39 – Student Call to Military Duty.

Dr. Tina Stovall, Vice President for Student Services, presented proposed revisions to the four above-referenced policies. Dr. Stovall said the proposed revisions were being recommended by the Academic Standards Committee and that the recommended changes seek to clarify the policies for publication in the College catalog and other resources for students. Chair Storm said recommended revisions were being submitted as first reading for Board consideration and will be brought to the Board for action during the January 2019 regular Board meeting.

Calendar of Events.

Trustees reviewed a calendar of upcoming events.

Correspondence.

Trustees reviewed three items of correspondence.

Action Items.

Approval of Resolution No. 1218-004 to Authorize Property Tax Abatement for the Coles County Enterprise Zone Application.

Trustees reviewed the above-referenced Resolution to abate property tax related to the Coles County Enterprise Zone. Dr. Bullock said the communities involved including the City of Charleston, the City of Mattoon, and the City of Oakland. He said Ms. Angela Griffin, Coles Together President, spoke to the Board regarding this request in November 2018. He also said that even if the Board approves the Resolution, the tax abatement would only take effect should the state approve the enterprise zone application.

Trustee Sullivan moved and Trustee Reynolds seconded to approve as presented Resolution No. 1218-004 to Authorize Property Tax Abatement for the Coles County Enterprise Zone Application. [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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Resolution No. 1218-005 to Authorize Preparation of Tentative Budget.

Trustees heard a request from Dr. Bullock for the Board to approve the above-referenced Resolution so that the administration may begin preparation of the tentative FY 2020 Budget.

Trustee Deters moved and Trustee Steward seconded to approve as presented Resolution No. 1218-005 to authorize preparation of the tentative FY 2020 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, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Student Trustee Philpot voted yes.

Motion carried.

Approval of Certificate of Tax Levy.

Trustees reviewed the Certificate of Tax Levy for the 2018 levy year. Trustees heard a recommendation from Dr. Bullock and Mr. Gleckler to approve the proposed 2018 tax levy and related certificate of compliance. Mr. Gleckler said the proposed taxing levy will not exceed a five percent increase over the prior year's extension. Therefore, a notice and a hearing will not be necessary. The College will not know the actual tax rate for the 2018 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. However, for the individual taxpayer, Lake Land's tax is approximately 5% of the total bill and reflects the low overall tax rate per \$100 EAV that Lake Land has.

Trustee Deters said the Finance Committee met recently for an in-depth review of this information and the Committee's consensus was to recommend to the Board approval of the certificate of tax levy as presented.

Trustee Steward moved and Trustee Cadwell seconded to approve as presented the 2018 tax levy and related certificate of compliance.

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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Resolution Number 1218-006 - Abating the Tax Heretofore Levied for the Year 2018 to Pay Debt Service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2016B, of Community College District No. 517.

Trustees reviewed a request from Ms. Madge Shoot, Comptroller, to approve the above-referenced Resolution. Mr. Gleckler said that the abatement is necessary because the obligation bonds are paid through student fees.

Trustee Reynolds moved and Trustee Steward seconded to approve as presented Resolution No. 1218-006, a resolution abating the tax heretofore levied for the year 2018 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, Owen, Reynolds, Steward, Storm and Sullivan. No: None.

Absent: None. Student Advisory Vote: Student Trustee Philpot voted yes.

Motion carried.

Acceptance of Reporting of October 2018 Financial Statements.

Trustees reviewed the October 2018 Financial Statements and a memorandum from Mr. Gleckler highlighting variances for the statements.

Trustee Deters said the Finance Committee met recently for an in-depth review of this information and the Committee's consensus was to recommend to the Board approval of the financial statements as presented.

Trustee Deters moved and Trustee Sullivan seconded to approve the October 2018 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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Workers' Compensation Policy Renewal.

Trustees heard a recommendation from Mr. Gleckler for the Board to renew the College's current workers' compensation policy with the Illinois Public Risk Fund (IPRF). Mr. Gleckler said the proposed renewal reflects a 1.0% decrease in premium costs to the College as compared to the expiring rates. Additionally, as part of this renewal, he said the College qualifies for a \$13,995 IPRF Safety Grant.

Trustee Deters said the Finance Committee met recently for an in-depth review of this information and the Committee's consensus was to recommend to the Board approval of the workers' compensation insurance policy with IPRR as presented.

Trustee Deters moved and Trustee Cadwell to approve as presented the renewal of the College's workers' compensation insurance policy with the Illinois Public Risk Fund for 2019.

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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Change in Effective Date of Retirement for Dr. Tina Stovall.

Trustees heard a request from Dr. Bullock for the Board to approve a change in the effective date of retirement for Dr. Tina Stovall, current Vice President for Student Services, from January 11, 2019, to February 15, 2019. Trustees also reviewed a memorandum from Dr. Stovall stating she had accepted Dr. Bullock's request for her to delay her retirement date so that she may assist in ensuring a successful transition of leadership for Student Services and participate in initial training and support for Ms. Beth Gerl as she begins her appointment as the next Vice President effective February 1, 2019.

Trustee Reynolds moved and Student Trustee Philpot seconded to approve as presented a change in the effective date of retirement for Dr. Tina Stovall, current Vice President for Student Services, from January 11, 2019, to February 15, 2019.

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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Proposed Revisions to 27 Policies from Board Policy Manual Annual Review.

Trustees reviewed proposed revisions to 27 Board Policies along with a brief synopsis of the need for revisions to each Policy.

Trustee Reynolds said the Resource and Development Committee met in November for an in-depth review of this recommendation and the Committee's consensus was to recommend to the Board approval of the proposed revisions to 27 policies as presented.

Trustee Reynolds moved and Trustee Sullivan seconded to approve as presented proposed revisions to 27 Board Policies and as part of the Cabinet's annual review of the Board Policy Manual in its entirety.

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: Student Trustee Philpot voted yes.

Motion carried.

Approval of 2020-2021 and 2021-2022 Academic Calendars.

Dr. Stovall, on behalf of the Academic and Enrollment Calendar Committee, presented recommended academic calendars for 2020-2021 and 2021-2022. Trustees reviewed calendar summaries for each academic year. Dr. Stovall said the recommended calendars comply with requirements established in relevant College Board Policies, the Illinois Community College Board, and the Agreement between the Lake Land College Faculty Association and the Board of Trustees.

Trustee Reynolds moved and Trustee Steward seconded to approve as presented the academic calendars for 2020-2021 and 2021-2022.

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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Tuition Waivers for Spring 2019.

Trustees heard a request from Dr. Stovall for the Board to approve a full, in-district tuition waiver for 10 students who were eligible to participate in a College-wide enrollment campaign for the Spring 2019 semester and whose names were drawn as winners of this campaign. Dr. Stovall said purposes of the contest were to facilitate timely student enrollment for Spring 2019 and encourage all currently enrolled students to complete the Spring 2019 registration by

Friday, December 7, 2018. She said this incentive award was limited to Lake Land College students who were currently registered for Fall 2018 classes and were registered for Spring 2019 classes by December 7. Trustees reviewed details of the various qualifications for a currently enrolled student to have been eligible to win the one-time, full-tuition waiver.

Trustee Reynolds moved and Trustee Sullivan seconded to approve as presented a full, in-district tuition waiver for ten students whose names were drawn as winners of the College-wide enrollment campaign for the Spring 2019 semester.

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: Student Trustee Philpot voted yes.

Motion carried.

Acceptance of John Ullrich Foundation 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. Dr. Bullock 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. Trustees learned grant funds will be used to provide individual scholarships to support students majoring in agriculture who are from Coles, Douglas, Macon, Piatt, and Moultrie counties. Grant funds will also be used to support a variety of instructional supplies and materials for the Agriculture Division including a Precision Ag Simulator.

Trustee Reynolds moved and Trustee Steward 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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Bid for HVAC Controls for Luther Student Center Project.

Trustees heard a recommendation from Mr. Gleckler for the Board to award the bid for the HVAC controls for the Luther Student Center project to Dynamic Controls, Inc. of East Peoria, Illinois, in the amount of \$303,814.

Trustee Deters moved and Trustee Cadwell seconded to approve as presented the bid for the HVAC controls for the Luther Student Center project to Dynamic Controls, Inc. of East Peoria, Illinois, in the amount of \$303,814.

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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Bid for the Furniture for Luther Student Center Project – Bid Package #3.

Trustees reviewed a recommendation from Legat Architects, the College's architectural firm for the Luther Student Center project, for the Board to award the contract for furniture to three different companies as bid proposals were solicited for separate pricing packages. Trustees learned the proposed contract total of \$455,611.63 would include separate pricing and alternate packages from Bradford Systems Corporation of Bensenville, Illinois, in the amount of \$11,022.69; Frank Cooney Company of Wood Dale, Illinois, in the amount of \$422,765.53; and KI of Chicago, Illinois, in the amount of \$21,823.41. Mr. Gleckler said the intent is for the work to be completed in three phases with all work to be substantially completed by August 30, 2019.

Trustee Sullivan moved and Trustee Steward seconded to approve as presented the contract bid for furniture as recommended by Legat Architects in the total amount of \$455,611.63 which would include separate pricing and alternate packages from Bradford Systems Corporation of Bensenville, Illinois, in the amount of \$11,022.69; Frank Cooney Company of Wood Dale, Illinois, in the amount of \$422,765.53; and KI of Chicago, Illinois, in the amount of \$21,823.41.

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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Purchase of Cutter for Print Shop.

Trustees reviewed a recommendation from Mr. Gleckler for the Board to approve the purchase of a Summa F1832 cutter for the Print Shop from North Light Color of Elk Grove Village, Illinois, in the amount of \$99,995. Trustees learned this equipment will expand the Print Shop offerings and create savings by eliminating currently outsourced processes and jobs and reducing staff hours currently required for cutting. Trustees also learned that Mr. Dave Earp, Print and Mail Services Supervisor, conducted an investigation of several demos for this type of equipment and he has negotiated for the price quote.

Trustee Deters said the Finance Committee met recently for an in-depth review of this information and the Committee's consensus was to recommend to the Board approval of the proposed purchase of the cutter for the Print Shop as presented.

Trustee Steward moved and Trustee Reynolds seconded to approve as presented the purchase of a Summa F1832 cutter from North Light Color of Elk Grove Village, Illinois, in the amount of \$99,995, for use by the College's Print Shop.

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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Second Addendum to Intergovernmental Agreement with Black Hawk Community College District No. 503 for Educational Services with IDOC.

Trustees heard a recommendation from Dr. Jim Hull, Vice President for Workforce Solutions and Community Education, for approval of the above-referenced Second Addendum. Dr. Hull said the original agreement with Black Hawk Community College was approved in 2017 for Lake Land to provide educational services for the Illinois Department of Corrections (IDOC) at Kewanee Life Skills Re-Entry Center and East Moline Correctional Center, two IDOC facilities in Black Hawk's district. He said an initial Addendum to the original agreement was approved by the Board at its July 2018 meeting. Trustees learned the proposed Second Addendum, also at the request of the Director of IDOC, specifies allowance for Black Hawk College to provide one non-credit welding course to eight inmates of the Kewanee Life Skills Re-Entry Center between December 14, 2018, and January 20, 2019.

Trustee Deters moved and Trustee Reynolds seconded to approve as presented the Second Addendum to the Intergovernmental Agreement between Lake Land College and Black Hawk Community College District No. 503 to memorialize the Agreement as to instruction of welding courses at Black Hawk College's campus in Kewanee, Illinois, for the period December 14, 2018, through January 20, 2019.

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: Student Trustee Philpot voted yes.

Motion carried.

Closed Session.

6:47 p.m. – Trustee Deters moved and Trustee Steward seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(21) [Illinois General Assembly 2017 et. Seq.], to discuss the minutes of meetings lawfully closed under the Open Meetings Act.

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: Student Trustee Philpot voted yes.
Motion carried.

Return to Open Session – Roll Call.

6:56 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 Ms. Tessa Philpot, Student Trustee.

Trustees Absent: None.

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

Trustee Reynolds moved and Trustee Sullivan seconded to approve the release of closed session minutes within the six-month period since June 11, 2018, including section 1 of the June 11, 2018, Board meeting, sections 1 and 2 of the July 16, 2018, Board meeting, and section 2 of the August 9, 2018, Resource and Development Committee meeting, and not approve the release of closed session minutes for section 1 of the August 9, 2018, Resource and Development meeting, sections 1 and 2 of the November 8, 2018, Resource and Development meeting and sections 1 and 2 of the November 12, 2018, Board meeting as the need for confidentiality still exists. This action followed discussion on the topic held 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: Student Trustee Philpot voted yes.

Motion carried.

Approval of Human Resources Report.

Trustees reviewed the proposed Human Resources Report. Dr. Bullock highlighted a few of the personnel changes.

Trustee Reynolds moved and Trustee Steward seconded to approve the following Human Resources Report.

The following employees are recommended for leave

Paruleski, Laura	FMLA (Intermittent)	12/3/2018-6/30/2019
Ritz, Alex	FMLA	1/28/2019-3/05/2019

Additional Appointments

The following employees are recommended for additional appointments

	Position	Effective Date
Full-time		
Niebrugge, Amber	Adjunct Faculty Social Science Primary Position is Director TRIO Student Supt Services	01/07/2019

Full-time - Grant Funded

Totten, Ty	Adult Education Welding Instructor Primary Position is Adjunct Faculty Technology	11/05/2018
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Part-time

Browne, Amberle	Adjunct Faculty Math/Science Sub Primary Position is Adjunct Faculty Math/Science	11/01/2018
Livingston, Bradley	Bookstore Rush Worker Primary Position is Tech Team Intern	12/01/2018
Wolfshoefer, Emil	Adjunct Faculty Technology Sub Primary Position is Adjunct Faculty Technology	11/02/2018

College Work Study's

Elmendorf, Gerald	College Work Study - TRIO Talent Search Primary Position is Work n Learn TTS	11/01/2018
Hackler, Madolyn	College Work Study - Student Life Primary Position is Newspaper Ed Student News	10/23/2018

End Additional Appointments

The following employees are ending their additional appointment

	Position	Effective Date
Full-time Grant Funded		
Flier-Ruholl, Sara	Pathways Teacher Aid and Sub	11/05/2018
Part-time		
McCombe, Joshua	College Work Study - Business	11/05/2018
Pryor, Justin	Tutor	11/07/2018
Van De List, Elizabeth	Tutor	04/27/2018

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Full-time-Grant Funded		
Ingersoll, Betsy	Correctional Career Technology Instructor Big Muddy CC	11/27/2018
Ingmire, Lorena	Correctional Career Technology Instructor Logan CC	01/07/2019
Patilla, Michael	Associate Dean – Robinson CC	01/02/2019

Schroeder, Louis	Correctional Career Technology Instructor Lincoln CC	12/17/2018
Vercellinio, Peter	Correctional Horticulture Instructor Decatur CC	12/03/2018
Weber, Jeffrey	Correctional Career Technology Instructor Dixon CC	11/26/2018

Full-time

Fulk, Tanishia	Student Services Specialist III	01/02/2019
Kearns, William	Maintenance	01/02/2019
Shores, Jason	Custodian	01/02/2019

Part-time

Johnson, Delanie	Fitness Center Specialist	10/29/2018
Kaurin, Joy	Counseling Services Specialist	11/01/2018
Letner, Deacon	Basketball Scorers/Timers	11/07/2018
Rentfro, Taylor	Fitness Center Specialist	10/29/2018
Washkowiak, Allison	Library Assistant	12/03/2018
Watson, Jacob	Library Assistant	11/12/2018

Part-time - Grant Funded

Tennill, Joseph	Adjunct DOC College Funded Instructor	01/07/2019
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College Work Study's

Elmendorf, Gerald	College Work Study - TRIO Talent Search	11/12/2018
Leonard, Kaitlyn	College Work Study Mailroom	11/02/2018

Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
Full-time		
Arthur, Barb	Payroll Specialist (Retiree)	12/31/2018
Cantwell, Tammy	Custodian (Retiree)	12/31/2018
Heuerman, Dustin	Criminal Justice Instructor/Coordinator	12/14/2018

Full-time - Grant Funded

Fredrickson, Pennee	Corr Ofc Asst – Hill CC	11/30/2018
Geary, Tara	Corr Ofc Asst – Pinckneyville CC	11/21/2018
Pontious, Samantha	WIOA Financial/Op Analyst	11/28/2018

Part-time

Black, Michael	IDOC CPR Instructor	06/30/2018
Malcome, Logan	Tutor - Student Lrng Asst Ctr	11/19/2018
Miller, Andrew	Groundskeeper	08/24/2018

College Work Study's

Black, Zachary	College Work Study Social Science/Ed	11/05/2018
Brown, Kristina	College Work Study Early Child	11/05/2018
Enright, John	College Work Study Radio TV	11/05/2018
Maxey, Macey	College Work Study Early Childhood	11/05/2018
Osborne, Destiny	College Work Study Early Childhood	11/05/2018
Ross, Rachel	College Work Study Early Childhood	11/05/2018
Ruholl Utley, Emily	College Work Study - Kluthe	08/29/2018
Williams, BreeAna	College Work Study Early Childhood	11/05/2018

Transfers/Promotions

The following employee is recommended for a change in position

	Position	Effective Date
Part-time		
Parrott, Janet	Library Assistant - Technical Services Transferring From- Library Assistant	12/01/2018

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: Student Trustee Philpot voted yes.

Motion carried.

Other Business. (Non-action)

Dr. Bullock and Mr. Jon Althaus, Vice President for Academic Services, updated the Board on the administration's discussions with the Lake Land College Faculty Association for a Memorandum of Understanding (MOU) that may be brought to the Board for approval in January 2019. Dr. Bullock said Dr. Dustin Heuerman, Criminal Justice Instructor/Coordinator, was recently elected as Champaign County Sheriff and thus resigned effective December 14, 2018. Dr. Bullock said the administration is collaborating with the Faculty Association to address the immediate need to find an instructor for the upcoming spring semester for courses previously taught by Dr. Heuerman. Mr. Althaus said the proposed MOU would allow for an adjunct instructor to teach these courses and thus an adjunct might potentially exceed 30 hours for the academic year. Chair Storm asked if there were any objections to the administration continuing to work with the Faculty Association for this type of MOU. There were no concerns expressed by any trustee.

With the upcoming transition of a vice president for student services, Chair Storm recognized Dr. Stovall for her outstanding service to the College. He said Dr. Stovall has excelled as the vice president for student services since 2006. He also noted her prior service as chair of counseling.

There was no additional discussion.

Adjournment.

Student Trustee Philpot moved and Trustee Steward seconded to adjourn the meeting of the Lake Land College Board of Trustees at 7:03 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/