

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



Regular Board Meeting No. 684
Board and Administration Center, Room 011
Mattoon, IL
December 11, 2023

Minutes

Call to Order.

Chair Cadwell called the December 11, 2023, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 011 of the Board and Administration Center, Mattoon, IL.

Roll Call.

Trustees Physically Present:

Mr. Gary Cadwell, Chair; Mr. Kevin Curtis; Ms. Doris Reynolds; Mr. Dave Storm, Secretary; Mr. Mike Sullivan; Ms. Denise Walk, Mr. Thomas Wright, Vice-Chair and Student Trustee Jackie Schertz.

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; Dr. Valerie Lynch, Vice President for Student Services; Ms. Jean Anne Highland, Chief of Staff; Ms. Seirra Laughunn, Executive Assistant to the President's Office; and members of the staff.

Approval of Consent Items.

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

1. Approval of Minutes of November 13, 2023, Regular Meeting.
2. Approval of Minutes of November 13, 2023, Closed Session.
3. Approval of Agenda of December 11, 2023, Board of Trustees Meeting.
4. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	946,406.56
Building Fund	\$	98,188.69
Site & Construction Fund	\$	490,629.90
Bond & Interest Fund	\$	6,393,893.45
Auxiliary Services Fund	\$	64,766.00
Restricted Purposes Fund	\$	226,372.35
Working Cash Fund	\$	-
Audit Fund	\$	7,000.00
Liability Insurance Fund	\$	45,526.03
Student Accts Receivables	\$	90,629.42
Total	\$	8,363,412.40

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

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Hearing of Citizens, Faculty, and Staff.

Talianna Rubin, International Student Ambassador, Ronald Mason, Tutor – Student Learning Service Center, and three other part-time student employees of the College expressed their collective concerns regarding proposed revisions to Board Policy 05.01 – *Definition of Full-Time and Part-Time Employment* and the impact of the interpretation for part-time student employees' ineligibility for benefits under the Paid Leave for All Workers Act. They also expressed concerns for preserving fair compensation, maintaining criteria for tutor eligibility, and safeguarding the Student Learning Center's ability to recruit new talent amidst policy changes. They provided a three-page handout detailing their concerns.

Committee Reports.

ICCTA/Legislative.

Trustee Walk said the new session for the general assembly starts after the first of the year and the administration will continue watching for bills that affect our policies at Lake Land College.

Resource & Development.

Trustee Reynolds, Committee Chair, said the Committee did not meet since the last regular Board meeting.

Finance.

Trustee Storm, Committee Chair, said the Committee did not meet since the last regular Board meeting.

Buildings & Site.

Trustee Curtis, Committee Chair, said the Committee did not meet since the last regular Board meeting.

Foundation.

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

- The Foundation scholarship recipient pizza party was a huge success on November 15th! Close to 100 students attended and wrote thank you notes to their donors.
- Over 160 donor impact statements were mailed to scholarship donors in November sharing their scholarship recipient(s), scholarship balances and impacts of their donation.
- The Foundation Year End appeal/holiday card should be landing in mailboxes any day.
- A friendly reminder that the 2024-2025 Foundation scholarship application opened on November 1 and will remain open for the first cycle through January 31st.

Student Report

Ms. Jacqueline Schertz, Student Trustee, reported that this month the Student Government Association (SGA) kicked off the month with a game night on November 15 where we were able to bond and get to know each other better. She said earlier that day the Student Activity Board (SAB) partnered with the international students to host a celebration for International Education week where snacks and treats were served from around the world. Ms. Schertz said on

November 29 SAB hosted a resource fair to learn about all of the different resources offered here at Lake Land College. She said during our student government meeting we had a guest speaker, Mrs. Cheryl Yount, who presented petitions to stripe a local road near campus. She continued to say that on December 6, the Student Activity board hosted a hot chocolate and sweet treat event in the Luther Student Center where the Horticulture club was also having a plant sale. In November, SGA did a match of funds with the college clubs who participated and the group raised a total of \$794 for the One Stop Community Christmas. She said the Navigator Newspaper and Student Activity Board collected toothbrushes and toothpaste for the event. Student Life also held their holiday event with games and a gingerbread house building competition.

President's Report.

Dr. Bullock gave the following updates:

- The College received no payments from the Illinois Department of Corrections (IDOC) in November toward the FY 2024 outstanding balance. A total of \$1.85 million remains outstanding.
- The College received a payment of \$39,606 from the Illinois Department of Juvenile Justice (IDJJ) in November toward the FY 2024 outstanding balance. A total of \$55,957 remains outstanding.
- In November, the College received payments from the State of Illinois for FY 2024 credit hour reimbursement of \$366,027 and equalization of \$1.2 million. A total of \$3.3 million remains outstanding for credit hour reimbursement and \$3.9 million for equalization.
- The College received \$3.2 million in property tax payments in November.

Business - Non-action Items.

Faculty Focus on Advancing Student Success – Mental Health Services for Students.

Mr. Thomas Moll, Coordinator of Mental Health Services, highlighted the increased mental health services being provided for our students at the College. Thank you to the Board of Trustees' commitment in recent years to enhance mental health services for our students!

Monthly Data Point Discussion – Annual Assessment Report.

Ms. Lisa Cole, Director of Data Analytics, highlighted this report on behalf of Ms. Lisa Madlem, Director of Assessment and Program Review. Trustees reviewed the complete report.

Post Issuance Tax Compliance Report.

Ms. Jean Anne Highland, Chief of Staff and Treasurer, reported as compliance officer for the College's bond record-keeping policy. Ms. Highland reported that, based upon a thorough review by Ms. Madge Shoot, Comptroller, 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 Board Policy 05.01 – *Definition of Full-Time and Part-Time Employment.*

Dr. Bullock presented a recommendation from Ms. Dustha Wahls, Director of Human Resources, for the Board to consider proposed revisions to the above-referenced Policy. Trustees received the proposed revisions. Dr. Bullock reported that as the College has been updating various policies due to the Paid Leave for All Workers Act which takes effect January 1, 2024, he said the administration recognizes the need to further clarify the difference between part-time, non-instructional employees and student employees as student employees may be exempt from the Act. He said revisions add the definition of the part-time student employee and clarify it is for a student enrolled in and regularly attending classes whose primary purpose with the College is educational and is meeting one or more of the following criteria:

- Enrolled in 6 or more credit hours per semester,
- Working towards a terminal degree or transfer, or,
- Receiving MAP or PELL grant funding.

Dr. Bullock noted that this recommendation follows review of the State Universities Retirement System (SURS) definition for a student employee as well as review by our legal counsel with Robbins Schwartz.

Proposed revisions were submitted as first reading, and the administration will plan to bring this recommendation back to the Board of Trustees for approval during the January 2024 regular meeting.

Proposed Revisions to Board Policies 06.19 – *Dual Credit Program* and 07.01 – *Admission of Students.*

Dr. Ike Nwosu, Vice President for Academic Services, requested the Board consider proposed revisions to the following policies:

- *06.19 – Dual Credit Program*
- *07.01 – Admission of Students.*

Dr. Nwosu reported that the language in these Policies needs to be clarified in reference to the minimum age of dual credit students to align with a minimum threshold of "junior or senior status" rather "16 years of age," which may cause issues or barriers for the gifted student/testing barrier. He said this treats students more equitably who have later birthdays.

Proposed revisions were submitted as first reading, and the administration will plan to bring this recommendation back to the Board for approval during the January 2024 regular meeting.

Calendar of Events.

Trustees reviewed a calendar of upcoming events. Dr. Bullock also highlighted the College's online calendar to utilize for updates on any activities happening at the College. Additionally, he highlighted two upcoming events, the next board meeting will be held on Thursday, January 11, 2024, and it was unanimously agreed upon that the July 2024 meeting, will take place on Thursday, July 11, 2024, due to the July 4th holiday.

Dr. Bullock said the administration will present the "2024 Schedule of Meetings" for Board approval during the January 2024 regular meeting.

Action Items.

Acceptance of October 2023 Financial Statements.

Trustees reviewed the October 2023 Financial Statements and heard from Dr. Bullock who highlighted the Financial Statements and significant variances.

Trustee Curtis moved and Trustee Sullivan seconded to approve as presented the October 2023 Financial Statements.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Approval of Resolution No. 1223-010 Abating the Tax Heretofore Levied for the Year 2023 to Pay Debt Service on General Obligation Refunding Bonds (Alternate Revenue Source), Series 2016B, of Community College District No. 517.

Dr. Bullock reminded Trustees that on December 11, 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 eight years ago, the Board approved the refinancing of the balance of this debt, as the College was able to do so at a lower interest rate. He said that Ms. Shoot reported the alternate bond levy needs to be abated in its entirety prior to the County Clerks' deadline in March. Dr. Bullock said abatement is necessary because the obligation bonds are paid through student fees. Trustees reviewed details of the Resolution.

Trustee Wright moved and Trustee Curtis seconded to approve as presented Resolution No. 1223-010, a resolution abating the tax heretofore levied for the year 2023 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, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Approval of Resolution No. 1223-011 – Authorize Preparation of Tentative Budget.

Trustees heard a recommendation from Dr. Bullock to approve the above referenced Resolution. Trustees reviewed details of the Resolution.

Trustee Curtis moved and Trustee Walk seconded to approve as presented Resolution No. 1223-011 to authorize preparation of the tentative FY 2025 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, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Schertz 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 2023 levy year. He 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. Trustees learned the College will not know the actual tax rate for the 2023 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 decrease to approximately \$.5378 per \$100 EAV, a 1.6% decline in the amount levied overall from the prior levy year. 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.

Dr. Bullock noted that per 35 ILCS 200/18-55, once the Board of Trustees acknowledges the proposed aggregate tax levy then we must wait at least 20 days for the Board to officially adopt the Certificate of Tax Levy. Dr. Bullock reminded Trustees that the administration submitted this to the Board as first reading during the November 13, 2023 regular meeting. Thus, the administration is now requesting Board approval during the December 11, 2023 regular meeting.

Trustee Curtis moved and Trustee Walk seconded to approve as presented the 2023 tax levy and related certificate of compliance

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Declaration of Surplus Item(s) or Equipment.

Dr. Bullock requested the Board declare as surplus a 2000 GMC Carryall Van. He said this van was used by the College Bookstore to deliver and pick up dual credit books, but has been replaced with a newer van that was approved for purchase by the Board during the October 2022 regular meeting. He said that if this vehicle is approved by the Board as surplus, then the administration will dispose of this vehicle in a manner most beneficial to the College.

Trustee Reynolds moved and Trustee Curtis seconded to declare as surplus a 2000 GMC Carryall Van.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Approval of Proposed Revisions to Board Policies.

Dr. Bullock requested the Board consider proposed revisions to the following 10 Policies:

- *05.06 - Part-time Non-Instructional Employee Incentives.*
- *05.04.06 – Personal Leave.*

- 05.04.07 – *Sick Days.*
- 05.04.08 – *Bereavement Leave.*
- 06.08 – *Occupational Program Guarantee.*
- 07.05 – *Course Placement by Assessment.*
- 07.13 – *Student Classifications.*
- 07.16 – *Student/Instructor Withdrawals.*
- 11.03 – *Whistle-blowing and Fraud Reporting. Protection Policy.*
- 11.23 – *Ethics Act.*

Dr. Bullock said the administration submitted proposed revisions to these ten policies as first reading during the November 2023 meeting, and the administration now respectfully requests Board approval during the December 2023 regular Board meeting. He said that since presenting this as first reading in November 2023, the administration received no requests for additional changes other than for Policy 05.06 – Part-Time Non-Instructional Employee Incentives. Dr. Bullock noted that additional changes have been made to clarify student employee classifications in alignment with Board Policy 05.01 as noted above in the non-action item section. He said that additional clarifications to Policy 05.06 are part of the College's overall implementation of the Paid Leave for All Workers Act, in which student employees may be exempt from the Act.

Trustee Walk moved and Trustee Curtis seconded to approve as presented revisions to ten Board Policies including:

- 05.06 - *Part-time Non-Instructional Employee Incentives.*
- 05.04.06 – *Personal Leave.*
- 05.04.07 – *Sick Days.*
- 05.04.08 – *Bereavement Leave.*
- 06.08 – *Occupational Program Guarantee.*
- 07.05 – *Course Placement by Assessment.*
- 07.13 – *Student Classifications.*
- 07.16 – *Student/Instructor Withdrawals.*
- 11.03 – *Whistle-blowing and Fraud Reporting. Protection Policy.*
- 11.23 – *Ethics Act.*

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Approval of Bid for Med Dispense Machine for the Nursing Programs.

Dr. Nwosu recommended the Board approve the bid from Pocket Nurse of Monaca, Pennsylvania, in the amount of \$37,825 for the purchase of a Med Dispense Machine to be

used by the Allied Health Division for the Associate Degree and Practical Nursing Programs. Trustees reviewed the bid tabulation sheet detailing Pocket Nurse as providing the sole bid.

It was noted that, with Board approval, this equipment will be purchased with funds donated by Sarah Bush Lincoln.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented the bid from Pocket Nurse of Monaca, Pennsylvania, in the amount of \$37,825 for the purchase of a Med Dispense Machine to be used by the Allied Health Division for the Associate Degree and Practical Nursing Programs.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Approval of Purchase of Network Equipment for the Technology Center.

Trustees reviewed a request from Ms. Highland for the Board to approve the purchase of networking hardware equipment from IT Savvy LLC of Addison, IL, in the amount of \$134,514.28, for installation at the Effingham Technology Center (ETC). She said that Mr. David Stewart, Chief Information Officer, reported that the ETC needs new networking equipment in preparation for future classrooms, staff offices, security cameras, door card readers, and HVAC equipment because ISS has determined the current Patterson networking hardware is antiquated and not sufficient for our requirements. She said that Mr. Stewart worked with two of the Colleges' current vendors, Dell and IT Savvy, in securing quotes, with IT Savvy submitting the lowest of two quotes received. Ms. Highland reported that the Aruba switches from IT Savvy are the same brand and model that the College currently uses throughout the main campus in Mattoon. She provided a reminder that per the lease agreement between the College and Patterson Technology, Patterson will isolate the network of their leased space to the lower level of the ETC, with this work to be completed by early February 2024.

Trustee Curtis moved and Trustee Walk seconded to approve as presented the purchase of networking hardware equipment from IT Savvy LLC of Addison, IL, in the amount of \$134,514.28, for installation at the Effingham Technology Center (ETC).

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Approval of Release or Non-Release of Closed Session Minutes.

Trustee Walk moved and Trustee Curtis seconded to approve the release of closed session minutes for section 1 of the June 12, 2023 meeting, section 2 of the July 10, 2023 meeting, section 1 of the August 14, 2023 meeting, and section 1 of the November 13, 2023 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.

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Approval of Human Resources Report.

Trustees reviewed the Human Resources Report. Dr. Bullock requested the Board approve the Report as presented and he highlighted some of the recommended personnel changes.

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

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

Bender, Brian	11/7/23-1/1/24
Chism, Shawn	11/3/23-5/3/2024
Fatheree, Dustyn	2/4/24-4/28/24
Fraser, Brian	10/30/23-10/30/2024 Intermittent
Hinton, Lori	11/8/23-1/34/24
Owens, Jaclyn	1/16/24-4/9/24
Sims, Kyle	11/2/23-12/16/23

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

Data Analytics & Assessment Coordinator	Grade14
Simulation Lab Nurse	Grade 15

Additional Appointments

The following employees are recommended for additional appointments

	Position	Effective Date
Part-time		
Perkins, Alexandria	Tutor-Disability Services Primary Position College Work Study	11/20/23
Strohl, Randall	Adjunct Faculty Technology Division Primary Position Technical Training Specialist	11/1/23
Part-time - Grant Funded		
Bushur, Maria	Adult Education Instructor Primary Position Alternative Education Instructor	11/13/23

End Additional Appointments

The following employees are ending their additional appointment

	Position	Effective Date
Part-time		
Meadows, Janet	Human Resources Assistant Primary position Test Proctor	11/20/23
Silva, Vanessa	International Studies Program Assistant Primary position Bookstore Rush Worker	11/10/23

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Unpaid Volunteer		
Williams, Mark	Dual Credit Instructor	11/27/23
Full-time		
Bruhn, James	Correctional Career Technology Instructor	11/28/23
Coderko, Lesley	Student Services Specialist III-Admissions	12/12/23
Guyon, Colt	Police Officer	12/18/23
Ingram, Charles	Correctional Auto Technology Instructor	11/14/23
Part-time		
Banton, Andrea	Community Learning Instructor	1/2/24
Beam, Cheryl	Allied Health Pool- Classroom Instructor	1/8/24
de Kovachich, Sean	Mailroom Assistant	11/20/23
Mtonga, Abigail	Bookstore Rush Worker	12/11/23
Shumway, Sue	Traffic Safety Instructor	12/12/23
Strong, Christopher	Adjunct Faculty Business Division	1/8/24
College Work Study		
Grant, Olivia	College Work Study - Food Pantry	11/16/23

Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
Unpaid Volunteer		

Full-time

Amigoni, Nicki	Dental Hygiene Instructor	12/1/23
Boomhower, Erik	Transportation Training Specialist	10/27/23
Epting, Antonio	Correctional Custodian Instructor	11/30/23
Ingram, Charles	Correctional Automotive Technology Instructor	11/28/23
Jinks, Jodi	Correctional Career Technology Instructor	11/30/23
Vercellino, Marie	Correctional Commercial Cooking Instructor	12/8/23

Part-time

Amato, Joseph	Dual Credit Instructor	5/20/23
Barringer, Kelly	Dual Credit Instructor	5/20/23
Baumann, Norma	Dual Credit Instructor	5/20/23
Beam, Cheryl	Allied Health Pool- Classroom Instructor	11/16/23
Bear, Becky	Dual Credit Instructor	5/20/23
Black, Todd	Dual Credit Instructor	5/20/23
Blankenship, Daniel	Dual Credit Instructor	5/20/23
Blome, Ed	Dual Credit Instructor	5/20/23
Boerngen, Jennifer	Dual Credit Instructor	5/20/23
Bower, Tim	Dual Credit Instructor	5/20/23
Boyce, Andrew	Dual Credit Coordinator	5/20/23
Brummer, Ellen	Dual Credit Instructor	5/20/23
Buenker, Hannah	Perkins Student Worker	8/3/23
Butler, Kaylee	Dual Credit Coordinator	5/20/23
Camfield, Jenny	Adjunct Faculty Social Science Division	12/9/22
Campbell, Deandra	Bookstore Rush Worker	9/1/23
Campbell, Kiera	Bookstore Rush Worker	8/21/23
Castro de Jesus, Gabryela	International Studies Program Assistant	6/20/23
Cook, Kieran	Bookstore Rush Worker	8/22/23
Darling, Kayla	Adjunct Faculty Business Division	12/9/22
Deckard, Robin	Allied Health PTA Clinical Instructor (hourly)	4/20/23
Due, Rachel	Bookstore Rush Worker	5/15/23
Evaul, Robert	Dual Credit Instructor	5/20/23
Grinestaff, Diana	Dual Credit Coordinator	5/20/23
Harper, Ashley	College Work	12/16/22
Hill, Logan	Dual Credit Instructor	5/20/23
Koester, Holly	Education Specialist	11/10/22
Kreke, Ashley	Dual Credit Instructor	5/20/23
Lynch, Annette	Perkins Student Worker - Humanities	5/24/23
Marx, Marco	International Studies Program Assistant	11/10/23
Maxwell, Priscilla	Dual Credit Coordinator	5/20/23
McCall, Kodi	College Work Study - Technology	10/17/23
McDonald, Dustin	Dual Credit Instructor	5/20/23
Niebrugge, Angela	Dual Credit Instructor	5/20/23
Nzeribe, Blessing	International Student Ambassador	8/22/23
Peacock, Edith	Cosmetology Clinical Instr (hourly)	12/9/22

Pierce, Laura	Dual Credit Coordinator	5/20/23
Plante, Sheila	Allied Health BNA Adjunct Faculty	4/19/23
Pullen, Logan	Dual Credit Instructor	5/20/23
Richars, Mary	Dual Credit Instructor	5/20/23
Runyon, Kristin	Dual Credit Instructor	5/20/23
Steele, Rachel	Dual Credit Instructor	5/20/23
Stortzum, Kelly	Dual Credit Instructor	5/20/23
Strom, Heath	Dual Credit Coordinator	4/17/22
Tshabu, Espadie	Bookstore Rush Worker	5/16/23
Varela Flores, Loretta	Cosmetology Clinical Instr (hourly)	4/21/23
Warrem, Margaret	Dual Credit Instructor	5/20/23
Weber, Carlene	Dual Credit Instructor	5/20/23
Welch, Olivia	Bookstore Rush Worker	8/23/23
Wheeler, Caleb	Dual Credit Coordinator	5/20/23
Willoughby, Alyssa	Adjunct Faculty Allied Health Division	5/8/23
Woods, Angela	Adjunct Faculty Math and Science Division	12/9/22

Transfers/Promotions

The following employee is recommended for a change in position

	Position	Effective Date
Full-time		
Fraser, Brian	Application Engineer	12/25/23
	Transferring from Information Security Specialist	
Hewitt, Paul	Technical Support Specialist	12/12/23
	Transferring from Technical Support Assistant	
McCoy, Donna	Foundation Office Coordinator	12/12/23
	Transferring from College Advancement Representative	
McGregor, Shannon	Coordinator of Curriculum Development	12/25/23
	Transferring from Dir of Adult/Alt Education	
Part-time		
Carrell, Lori	Allied Health Lab Assistant	1/4/24
	Transferring from Student Success Specialist	

There was no further discussion.

Roll Call Vote:

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Other Business. (Non-action)

There was no other discussion.

Adjournment.

Trustee Walk moved and Trustee Reynolds seconded to adjourn the meeting at 6:58 p.m.

There was no further discussion.

Motion carried by unanimous voice vote.

Approved by:

/s/Gary Cadwell
Board Chair

/s/David Storm
Board Secretary

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

https://www.lakelandcollege.edu/col/board_minutes/