

Lake Land College

District No. 517

Board of Trustees

Agenda and Board Book

July 10, 2023

Regular Meeting No. 679



MISSION • VISION • VALUES

Lake Land College creates and continuously improves an affordable, accessible and effective learning environment for the lifelong educational needs of the diverse communities we serve.

LAKE LAND
COLLEGE

Table of Contents

	Page
Agenda for July 10, 2023, Regular Meeting	3
Minutes for June 12, 2023, Regular Meeting	6
Minutes for June 8, 2023, Special Meeting – Decennial Committee on Local Government Efficiencies.	25
Supplemental Information for July 10, 2023, Regular Meeting	29

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

Engaging minds, changing lives, through the power of learning.



Regular Meeting No. 679
Monday, July 10, 2023, 6:00 p.m.
Board and Administration Center, Room 011, Mattoon

Agenda

I. Routine.

A. Call to Order.

B. Roll Call.

C. Consent Items.

(Any one member may remove an item from the consent item list simply by requesting the Chair to do so. Items removed will be discussed and voted immediately following passage of the consent item.)

1. Approval of Minutes of June 12, 2023, Regular Meeting.
2. Approval of Minutes of June 12, 2023, Closed Session.
3. Approval of Minutes of June 8, 2023 Decennial Committee on Local Government Efficiencies Meeting.
4. Approval of Agenda of July 10, 2023, Board of Trustees Meeting.
5. Bills for Payment and Travel Expenses.

For summary and details of bills refer to:

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

II. Hearing of Citizens, Faculty and Staff.

III. Committee Reports.

A. ICCTA/Legislative	Ms. Denise Walk Mr. Mike Sullivan
B. Resource & Development	Ms. Doris Reynolds
C. Finance	Mr. Dave Storm
D. Buildings & Site	Mr. Kevin Curtis
E. Foundation	Mr. Tom Wright
F. Student Report	Ms. Jackie Schertz
G. President's Report	Dr. Josh Bullock

IV. Business Items.

A. Non-Action Items.

	Board Book Page Number(s)
1. Presentation of FY 2024 Budget.	
2. Athletic Department Honors.	29-33
3. Monthly Data Point Discussion – Summer Enrollment Report.	
4. Grants Annual Report.	34-39
5. Updates from Workforce Solutions and Community Education.	
6. Calendar of Events.	40-41

B. Action Items.

	Board Book Page Number(s)
1. Acceptance of May 2023 Financial Statements.	42-47
2. Approval of Proposed Revisions to Board Policy 05.27 – <i>State Universities Retirement System</i> .	48-49
3. Approval of Proposed Revisions to Board Policy 07.14 – <i>Honors Experience</i> .	50-54
4. Declaration of Surplus Item(s) or Equipment.	55-57
5. Closed Session. Pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1), (2) and (11) closed session is called to discuss the appointment, employment, compensation, performance, discipline or dismissal of specific employees of the College; to	

Lake Land College Board of Trustees

Agenda – July 10, 2023

Page 3

consider collective negotiating matters between the public body and its employees or their representatives; and to discuss probable or imminent litigation.

[Return to Open Session - Roll Call]

6. Action on Formal Grievance Filed by the Lake Land College Faculty Association at Step Four on June 21, 2023, as Discussed in Closed Session.
7. Approval of Human Resources Report as Discussed in Closed Session. 58-60

V. Other Business. (Non-action)

VI. Adjournment.

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



Regular Board Meeting No. 678
Board and Administration Center, Room 011
Mattoon, IL
June 12, 2023

Minutes

Call to Order.

Chair Cadwell called the June 12, 2023, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 011 of the Board & 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 Jacqueline Schertz.

Trustees Absent: None.

Others Participating via Telephonic or Electronic Means: None.

Others Present: Dr. Jonathan Bullock, President; Ms. Jean Anne Highland, Chief of Staff; Ms. Seirra Laughunn, Executive Assistant to the President's Office; Dr. Valerie Lynch, Vice President for Student Services; Mr. Greg Nuxoll, Vice President for Business Services; and members of the staff.

Approval of Consent Items.

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

1. Approval of Minutes of May 8, 2023, Regular Meeting.
2. Approval of Minutes of May 8, 2023, Closed Session.
3. Approval of Minutes of May 17, 2023, Special Meeting - Board Retreat.
4. Approval of Minutes of May 17, 2023, Decennial Committee on Local Government Efficiencies Meeting.
5. Approval of Agenda of June 12, 2023, Board of Trustees Meeting.

6. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	502,622.45
Building Fund	\$	83,618.80
Site & Construction Fund	\$	6,200.00
Bond & Interest Fund	\$	-
Auxiliary Services Fund	\$	99,051.60
Restricted Purposes Fund	\$	540,761.38
Working Cash Fund	\$	-
Audit Fund	\$	-
Liability Insurance Fund	\$	18,394.40
Student Accts Receivables	\$	50,290.04
Total	\$	1,300,938.67

For a summary of trustee travel reimbursement and details of bills refer to:
<https://www.lakelandcollege.edu/board-of-trustees/>

7. Destruction of Tape Recording of December 13, 2021, Closed Session.

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.

There were no public comments.

Committee Reports.

ICCTA/Legislative.

Trustee Walk said the FY24 Budget has been signed by the governor and includes the following for Higher Education and Community Colleges:

- An additional \$100 million is allocated for MAP grant funding
- Community Colleges will receive an additional 19.4 million over previous year's levels – 7% increase
- \$3.15 million for a new community college Dual Credit Grant program
- \$5.15 million for new community college Non-credit Workforce Training Grant

Trustee Walk referenced a notable bill that has passed both houses and has been sent to the governor

- Senate Bill 2288 – Community College Students in Illinois would be assured that class credits related to their chosen major in certain fields of study will be transferrable to all public colleges and universities in the state.

Trustee Walk said the Illinois General Assembly recently passed a resolution encouraging colleges and universities to recognize the strengths of neurodiverse students and better accommodate their needs by adopting an inclusion statement that “embraces the fact that every student is different and should be encouraged to reach their full potential.” She said community colleges are well positioned to help these students find their passions and lifelong learning skills. Trustee Walk said that ICCTA adopted a neurodiversity inclusion resolution late last year and encouraged community colleges to adopt a similar resolution. She said she is not sure if Lake Land has talked about this yet but she thought that Lewis and Clark College has a “college for life” program where anyone with a disability can go where they learn basic school and life skills. Ms. Walk said she also read an article that referenced the potential for Pell Grant expansion to short-term programs, but still a lot of discussion is happening at the federal level for this to occur.

Resource & Development.

Trustee Reynolds, Committee Chair, said the Committee met on May 4, 2023, regarding items which will be discussed later in the agenda.

Finance.

Trustee Storm, Committee Chair, said the Committee had not met since the last regular Board meeting and he had no report at this time.

Buildings & Site.

Trustee Curtis said the Committee had met as part of the May 17, 2023, Decennial meeting and discussed energy savings and efficiencies of a sustainable campus.

Foundation.

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

- The Foundation Golf Classic registration is live and mailed to supporters and golfers this past month. We hope you will join us on Friday, September 29th for our annual fundraiser!
- July 24th is the Foundation Annual Retreat where Foundation Board members will be going through strategic planning and goal setting. He said this year the Foundation hired a facilitator to assist and has invited the President’s Cabinet to participate.

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 4 of 19

- A huge thanks to all that assisted the Foundation and Financial Aid offices in presenting scholarships at the 29 local high school awards nights!
- Fiscal year 2023 is ranking the third highest year in Foundation history in fundraising with over 1,200 donations recorded and raising more than \$3.1M in donations.

Student Report.

Ms. Jacqueline Schertz, Student Trustee, said since the May 9th Board meeting the Student Government has had a few events. She said SGA is meeting this summer for a three-part leadership training. The first part took place on May 24th and the next meeting will take place on June 21st. SAB is meeting virtually to plan the fall events and is looking forward to a great line up. Welcome day is Aug. 23 on the main campus and Aug. 24 at the Kluthe Center. The Navigator News is currently taking applications. She said the Student Life office and the Diversity and inclusion Committee have partnered to participate in the Juneteenth holiday this year. Juneteenth marks the anniversary of the abolition of slavery in America and is a holiday to recognize and support the individuals who are affected by slavery and its aftermath. Everyone is invited to participate in the Walk for Freedom. If you are not able to participate, she encouraged everyone to take time to read and learn about its significance.

President's Report.

- Lake Land received payments of \$40,886 from the Illinois Department of Juvenile Justice (IDJJ) in May toward the FY 2023 outstanding balance. A total of \$40,459 remains outstanding for IDJJ for FY 2023.
- Lake Land received payments of \$89,897 from the Illinois Department of Corrections (IDOC) in May toward the FY 2023 outstanding balance. A total of \$2.9 million remains outstanding for IDOC for FY 2023.
- In May, the College received payments from the State of Illinois for FY 2023 credit hour reimbursement of \$330,215 and an equalization payment of \$544,608. A total of \$330,215 in credit hour reimbursement and \$544,608 in equalization remain outstanding for FY 2023.
- The College received no property tax payments in May.
- The Illinois legislature passed, and Governor Pritzker signed, an FY 2024 budget. The budget includes a 7% increase for community colleges and an additional \$100 million for MAP funding, essentially making community college free for low income students. Additional relevant budget items include ongoing funding for the Early Childhood grant, the PATH grant, and the Mental Health Early Action on Campus grant, among others.

Business Items.

Non-action Items.

Laker Louie Children's Book.

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 5 of 19

Dr. Valerie Lynch, Vice President for Student Services, highlighted the Laker Louie children's book that Ms. Lisa Shumard-Shelton, Director of Student Life, recently published and was illustrated by Mr. Brett Sawyer, Adjunct Faculty in the Business Division. The College is distributing the book to area public libraries.

Guided Pathways Strategic Enrollment Management Plan Update.

Ms. Pamela Hartke, Associate Dean of Enrollment Management, provided an update on the Guided Pathways Strategic Enrollment Management Plan. Trustees were provided a copy of her presentation and the Guided Pathways Strategic Enrollment management Plan.

Monthly Data Point Discussion – Analysis from a Survey of Lake Land College Dual Credit Students.

Ms. Lisa Cole, Director of Data Analytics, highlighted the results of a survey recently completed by area high school students participating in the College's dual credit programs.

Proposed Revisions to Board Policy 07.14 – Honors Experience.

Dr. Bullock presented proposed revisions to Board Policy 07.14 - *Honors Experience*. The proposed revisions will align the College's policy with the "Honors College" model of the Phi Theta Kappa National Honor Society.

Proposed revisions were submitted as first reading and will be brought back to the Board for approval during the July 2023 regular meeting.

Calendar of Events.

Trustees reviewed a calendar of upcoming events. Dr. Bullock highlighted the College's online calendar to utilize for updates on any activities happening at the college.

Action Items.

Approval of Naming Advisory Committee's Recommendation to Name West Building Room 111 in Memory of Mr. Donald Perry.

Ms. Jean Anne Highland, Chief of Staff, on behalf of the Naming Advisory Committee, recommended the Board to approve the naming of West Building Room 111, also known as the Programmable Logic Controller (PLC) lab, in memory of Mr. Donald Perry – a former instructor at the College. Ms. Highland said that trustees were provided a recommendation from Ms. Christi Donsbach, Executive Director for College Advancement, on behalf of the Lake Land College Foundation Board of Directors, for the Board to approve this naming request. Ms. Highland said the highlights of this recommendation were based upon the following:

- Mr. Perry was an instructor at Lake Land College from 1972 through 1997, teaching civil technology, electronics engineering technology and specifically the Programmable Logic Controllers program.

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 6 of 19

- Mr. Perry, who passed on September 20, 2021, left an IRA estate gift to the College's Foundation totaling \$62,126.17. These funds were designated to be used to provide an upgrade of equipment for West Building Room 111 or the PLC lab.
- Mr. Perry and his wife Jane established the Donald D. Perry Memorial Endowed Scholarship in 2019 to benefit students seeking a degree or certificate in the engineering technology field.

Ms. Highland said the Naming Advisory Committee first presented this recommendation to the Board of Trustees during the January 9, 2023, regular Board meeting. Trustees learned that per Board Policy 11.10 (item #3) the Board of Trustees will not take action on proposed commemorative naming of buildings, rooms or physical components and/or entities, or academic programs, until at least 120 days after receiving the recommendation of the advisory committee. Ms. Highland said this waiting time has now expired, and respectfully requested the Board of Trustees approve this naming recommendation.

Trustee Sullivan moved and Trustee Walk seconded to approve as presented the naming of West Building Room 111 in memory of Mr. Donald Perry.

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 ICCB Program Review Report.

Trustees heard a recommendation from Ms. Lisa Madlem, Director of Assessment & Program Review, for the Board to approve the 2023 ICCB Program Review Report. Ms. Madlem provided highlights of the Report to the Trustees during the Board meeting.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented the FY 2023 ICCB Program Review Report for submission to the Illinois Community College Board.

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 April 2023 Financial Statements.

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 7 of 19

Trustees reviewed the April 2023 Financial Statements and heard from Mr. Greg Nuxoll, Vice President for Business Services, who highlighted the Financial Statements and significant variances.

Trustee Curtis moved and Trustee Wright seconded to approve as presented the April 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 Proposed Revisions to the Following Board Policies: 06.18.01 - Credit through State Seal of Biliteracy, 06.16.01 - Credit for Military Service, and 07.01.02 - Special Admission and Graduation.

Trustees reviewed a recommendation from Dr. Bullock that the Board approve revisions to the three above-referenced Policies. Dr. Bullock said these revisions were presented as first reading during the May 2023 regular Board meeting and since that time the administration has received no additional comments or requested changes.

Trustee Wright moved and Trustee Curtis seconded to approve as presented revisions to Board Policies: 06.18.01 - *Credit through State Seal of Biliteracy*, 06.16.01 - *Credit for Military Service*, and 07.01.02 - *Special Admission and Graduation*.

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.

Delegation of Authority to President to Provide or Secure Education Services.

Trustees heard a request by Dr. Bullock that the Board grant authority to him, as College President, to provide or secure education services per Board Policies 10.01 and 02.03. He said examples include cooperative agreements for alternative schools and agreements with clinical sites.

Trustee Sullivan moved and Trustee Curtis seconded to delegate authority to the College President to enter into contracts or agreements during FY 2024 to provide or secure education services per Board Policies 10.01 and 02.03.

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 8 of 19

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. 0623-015 Authorizing Treasurer to Transfer Interest Earned from Working Cash.

Trustees heard a recommendation from Dr. Bullock and reviewed Resolution No. 0623-015 to authorize the Treasurer to transfer interest earned from the Working Cash Fund to the Operation and Maintenance Fund for the purpose of new building construction and to remunerate expenses by authority under the Illinois Public Community College Act.

Trustee Walk moved and Trustee Curtis seconded to approve as presented Resolution No. 0623-015 to authorize the College Treasurer to transfer interest earned from the Working Cash Fund to the Operation and Maintenance Fund for the purpose of new building construction and to remunerate expenses by authority under the Illinois Public Community College Act, Section 805/3-33. [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. 0623-016 Authorizing Treasurer to Invest Funds.

Trustees heard a recommendation from Dr. Bullock and reviewed Resolution No. 0623-016 to authorize the Treasurer of the College to invest funds.

Trustee Sullivan moved and Trustee Curtis seconded to approve as presented Resolution No. 0623-016 to authorize the College Treasurer to invest funds in accordance with provisions of the Illinois Community College Act and the Investment of Public Funds Act. [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.

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 9 of 19

Absent: None.

Motion carried.

Acceptance of IPRF Safety and Education Grant

Trustees reviewed a request from Ms. Dustha Wahls, Director of Human Resources, that the Board accept a safety grant in the amount of \$27,425 from the Illinois Public Risk Fund (IPRF) who administers the College's worker's compensation program. Mr. Nuxoll said these funds will be used for safety initiatives to reduce workplace illness and injuries.

Trustee Curtis moved and Trustee Wright seconded to accept a safety grant in the amount of \$27,425 from the Illinois Public Risk Fund (IPRF).

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 Base Salary Increase for Administrators, Supervisors and Support Staff, Excluding Correctional Centers.

Trustees reviewed a recommendation from Mr. Nuxoll for the Board to approve a 5% base salary increase plus \$1,500 for our full-time administrative, supervisory, and support staff employees, excluding correctional center employees and employees in planned retirement. Mr. Nuxoll said this increase will help address the College's strategic planning goal of becoming a preferred employer in our geographic area in terms of wages and benefits and also help address the current inflationary increases in living expenses and the financial pressures these increases have placed on our employees.

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

Trustee Reynolds moved and Trustee Walk seconded to approve as presented for FY 2024, approve a 5% base salary increase plus \$1,500 for our full-time administrative, supervisory, and support staff employees, excluding correctional center employees and employees in planned retirement.

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.

Lake Land College Board of Trustees
Minutes – June 12, 2023
Page 10 of 19

Absent: None.

Motion carried.

Approval of FY 2024 Base Salary Schedule, Excluding Correctional Centers.

Trustees reviewed a recommendation from Mr. Nuxoll requesting the Board increase the starting salaries for new full-time employees to promote continued fairness and consistency across the institution. He said the proposed FY 2024 salary schedule reflects a 4% increase on the minimum starting salary compared to the FY 2023 schedule.

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

Trustee Reynolds moved and Trustee Sullivan seconded to approve as presented the FY 2024 Salary Grades and Ranges Schedule for administrative, supervisory and support staff, excluding Correctional Center employees.

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 FY 2024 Part-Time Rates and Stipends.

Trustees reviewed a recommendation from Ms. Dustha Wahls, Director of Human Resources, for the Board to approve the part-time rates and stipends for FY 2024, with the only increases being for adjunct pay by 5% per credit hour by the number of semesters taught. Mr. Nuxoll noted that our plan is to update the part-time rates later this year and bring a recommendation back to the Board for consideration of new part-time rates effective January 1, 2024, thus aligning with state law requirements for minimum wage.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented the proposed stipends for FY 2024 and part-time rates for the period July 1, 2023 through December 31, 2023.

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 Part-Time Staff Hourly Increases

Trustees reviewed a recommendation from Mr. Nuxoll that the Board approve a 5.0% increase for our current part-time employees effective July 1, 2023, except for positions currently at the rate of \$13 per hour – the Illinois minimum wage rate. He said these minimum wage positions received a raise this past January from \$12 to \$13 per hour and we will plan to adjust these to \$14 per hour effective January 1, 2024 when the Illinois minimum wage increases.

Trustee Curtis moved and Trustee Reynolds seconded to approve as presented a 5.0% increase for current part-time employees effective July 1, 2023, excluding part-time positions at the minimum wage level and part-time correctional center staff.

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 Landscape Architect Fees.

Trustees heard a recommendation from Mr. Nuxoll for the Board to approve landscaping architect fees proposed by Planning Design Studio of St. Louis, Missouri, for landscape improvements to entrances 2 and 3 along with landscape enhancements along Illinois Route 45. He said the College has made the decision to embark upon a multi-year landscape renovation and beautification plan with the initial emphasis on improving the look from Illinois Route 45. Each Trustee received the fee schedule from Planning Design Studio, detailing the total proposed fees of \$244,800, a breakdown of fees by specific work and an attachment A with a rendering of phase 1 work to be completed.

Trustee Curtis moved and Trustee Wright seconded to approve as presented landscaping architect fees proposed by Planning Design Studio of St. Louis, Missouri, for landscape improvements to entrances 2 and 3 along with landscape enhancements along Illinois Route 45, in the amount of \$244,800.

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 Architect Planning Fees for Remodel of the Effingham Technology Center.

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 12 of 19

Trustees heard a recommendation from Mr. Nuxoll for the Board to approve architectural planning fees in the amount of \$171,100 for the College's architect of record, Bailey Edward of Champaign, to conduct programming and consultation on the renovation plans for the College's recently purchased Patterson Technology Center, now called the Lake Land College Effingham Technology Center (LLC-ETC) which will house the current programming at the Kluthe Center and all future Effingham Regional Career Academy (ERCA) operations. Trustees received the fee proposal from Bailey Edward which detailed the breakdown of fees by work provided. He said their work will include planning to meet with as many as 14 separate parties associated with the College over the course of this summer and early fall to garner their input. Mr. Nuxoll said once the input is received, summarized and reviewed by Bailey Edward and the College, Bailey Edward will start the creation of formal architectural plans to renovate the Effingham Technology Center.

Mr. Nuxoll noted that these fees should not be confused with upcoming architectural fees associated with the actual renovation of the Effingham Technology Center.

Trustee Curtis moved and Trustee Walk seconded to approve as presented architecture fees in the amount of \$171,100 from Bailey Edward of Champaign for programming and consultation on the renovation plans for the Lake Land College Effingham Technology Center.

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 Facilities Master Plan for Submission to ICCB.

Mr. Nuxoll and Trustee Curtis, Buildings and Site Committee Chair, highlighted the College's extensively updated 10-year Facilities Master Plan. Trustees reviewed the updated Facilities Master Plan that also included the College's Facility Condition Assessment Report and the Master Landscaping Plan – both of which were previously shared with the Board in recent months. Dr. Bullock and Mr. Nuxoll also highlighted a spreadsheet detailing the 10-year timeline and breakdown of proposed projects.

Mr. Nuxoll said per the Illinois Community College Act, the College is required to update and re-submit this plan to the Illinois Community College Board (ICCB) at least once every five years. He said the College submitted an initial plan in December 2022 to ICCB to meet the time submission deadline, and was given their permission to re-submit our much more detailed plan in 2023 following our extensive consultation with Bailey Edward, the College's architect of record. Mr. Nuxoll said Bailey Edward and College leadership have also worked with

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 13 of 19

numerous staff to update the Master Plan with the current status of our buildings and grounds and highlighted future needs.

Trustee Curtis moved and Trustee Wright seconded to approve as presented the College's updated 10-year, Facilities Master Plan for submission to the Illinois Community College Board.

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.

Acceptance of Dollar General Literacy Foundation Adult Literacy Grand Award.

Trustees heard a recommendation from Jean Anne Highland, Chief of Staff, for the Board to accept a grant for \$8,500 from the Dollar General Literacy Foundation Adult Literacy Grant. She said the purpose of this grant is to provide direct service to adults who are in need of literacy assistance in adult basic education, GED or high school equivalency preparation or English language acquisition (ESL). Ms. Beth Craig, Grants Writer and Coordinator, submitted a memo highlighting the numerous ways the College will utilize this grant funding to enhance adult literacy programming at the College. Each Trustee was provided the budget associated with this grant.

Trustee Reynolds moved and Trustee Curtis seconded to accept a grant for \$8,500 from the Dollar General Literacy Foundation Adult Literacy Grant.

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 Lease Agreement with Local Workforce Innovation Area 23.

Trustees heard a recommendation from Mr. Nuxoll for the Board to approve a lease agreement with the Local Workforce Innovation Area 23, as lessee, for program operations located at the Workforce Development Center on the main campus. Trustees were provided the proposed lease agreement which specified a rent amount of \$1,616.25 per quarter for an area consisting of approximately 431 square feet, equating to \$15 per square foot. Mr. Nuxoll noted the College is agreeing to be responsible for all maintenance, utilities and services related to the property.

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 14 of 19

Trustee Wright moved and Trustee Walk seconded to approve as presented the lease renewal agreement between the College, as lessor, and Local Workforce Innovation Area 23 as lessee, for the period July 1, 2023, through June 30, 2024, with a quarterly rent payment of \$1,616.25 for approximately 431 square feet of space at the College's Workforce Development Center of the main campus.

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 Lease Extension with Pana Community Unit School District #8.

Trustees heard a recommendation from Mr. Nuxoll for the Board to approve a one-year extension with Pana Community Unit School District #8, as lessor, for property located at 600 East First Street, Pana, where the College offers its western region center. He said the current three-year lease agreement, which was provided to each trustee, expires June 30, 2023, and provides the option to renew the lease for one year (per section 2b) at the same terms of the current lease.

Trustee Wright moved and Trustee Curtis seconded to approve as presented a one-year lease renewal extension with Pana Community Unit School District #8, as lessor, and the College, as lessee, for property located at 600 East First Street, Pana, in the amount of \$750 per month.

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.

Closed Session

7:20 p.m. – Trustee Reynolds moved and Trustee Curtis seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1) and (21), to consider the appointment, employment, compensation, performance, discipline, performance or dismissal of specific employees of the College and to review the minutes of meetings lawfully closed under the Open Meetings Act.

There was no further discussion.

Roll Call Vote:

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 15 of 19

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

No: None.

Advisory Vote: Student Trustee Schertz voted yes.

Absent: None.

Motion carried.

Return to Open Session - Roll Call

7:30 p.m.

Trustees Physically Present: Mr. Gary Cadwell, Chair; Mr. Kevin Curtis, Ms. Doris Reynolds, Mr. Dave Storm, Secretary; Mr. Mike Sullivan, Ms. Denise Walk, Mr. Tom Wright, Vice-Chair; and Student Trustee Ms. Jacqueline Schertz.

Trustees Absent: None.

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 2 of the December 12, 2022 meeting, section 1 of the May 4, 2023 Resource and Development Committing meeting, sections 3 and 4 of the May 8, 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. Chair Cadwell said this recommendation was for the six-month review period since December 12, 2022, and followed discussion on the topic held in closed session.

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 Wright seconded to approve as presented the following standard Human Resources Report. Chair Cadwell said this followed discussion on the topic held in closed session related only to the approval of two general leave of absence requests and the appointment of three new instructors.

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

Lake Land College Board of Trustees
Minutes – June 12, 2023
Page 16 of 19

Branson, Gary	5/2/23-7/25/23
Hampton, Tanya	5/31/23-intermittent
Hurt, Betheny	4/19/23-intermittent
Mather, Sharon	4/18/23-intermittent
Robertson, Zack	5/19/23-8/2/23

The following employees have requested a General Leave of Absence/ Board policy 05.04.14

Shoot, James	7/3/23-8/3/23
Taylor, Debra	5/22/23-6/19/23

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

IDOT QMTP Recertification Program Coordinator	Level 13
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Additional Appointments

The following employees are recommended for additional appointments

	Position	Effective Date
Part-time		
Carter, Natasha	Part-Time Groundskeeper	5/22/23
	Primary Position Fitness Center Specialist	
Patton, Anna	Dual Credit Coordinator	4/13/23
	Primary Position Dual Credit Instructor	
Perkins, Alexandria	International Studies Program Assistant	5/3/23
	Primary Position Work Study	

End Additional Appointments

The following employees are ending their additional appointment

	Position	Effective Date
Part-time		
Carter, Natasha	Newspaper Editor Student Newspaper	4/18/23
	Primary Position Fitness Center Specialist	
Lynch, Annette	Admissions and Records Commencement Asst	5/12/23
	Primary Position Perkin's Student Worker	
Therault, Emma	Admissions and Records Commencement Asst	5/12/23
	Primary Position Perkin's Student Worker	
Vonderheide, Anthony	Admissions and Records Commencement Ast	5/12/23
	Primary Position Work Study	

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Full-time		
Anderson, Stephanie	Internship & Employment Coordinator	6/13/23
Jackson, Lainey	Athl Ops and Dev Spec/Head Volleyball Coach	6/19/23

Lake Land College Board of Trustees
Minutes – June 12, 2023
Page 17 of 19

Johnson, Daniel	Correctional Career Technology Instructor	5/8/23
Kenter, Allyssa	Administrative Asst to Career Services	6/19/23
Lee, Julian	Correctional Maintenance Instructor	5/22/23
Moore, Jeremy	Facilities Planning Manager	7/17/23
Warner, Matthew	Associate Dean of Correctional Programs	5/16/23
Wendt, Aaron	Communications Engagement Coordinator	6/13/23

Full-time Tenure Track

Palmer, Jessie	Physical Therapist Assistant Instructor	8/18/23
Rickey, Constance	Allied Health Instructor	8/18/23

Part-time

Jarrell, Anneliese	Fitness Center Specialist	5/22/23
Rincker, Madilyn	Human Resources Assistant	5/16/23
Robinson, James	Admissions and Records Commencement Asst	5/12/23
Samuelson, Lauryn	Admissions and Records Commencement Asst	5/12/23
Silva, Vanessa	Bookstore Rush Worker	5/8/23
Smith, Wyatt	Part-Time Groundskeeper	5/16/23
Thomas, Joseph	Admissions and Records Commencement Asst	5/12/23

Part-time Grant Funded

Harris, Gracelyn	Agriculture Education Intern	5/8/23
Pritchard, Ava	Agriculture Education Intern	5/8/23

Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
Full-time		
Goldberg, Anna	Internship & Employment Coordinator	5/25/23
Higginbotham, Taneya	Coor of Diversity Equity Inclusion & Belonging	5/18/23
Neff, Jameson	Mathematics Instructor	5/15/23
Niemerg, Mark	Agronomy Instructor/Farm Manager	5/15/23
Redman, Robyn	Correctional Career Technology Instructor	5/15/23
Rickett, Bradley	Correctional Custodial Maintenance Instructor	5/26/23
West, Leslie	Correctional Career Technology Instructor	4/28/23
Wicker, Ashli	TRIO SSS Lrn Skills Sp-Head Volleyball Coach	4/28/23

Part-time

Alexander, Adam	College Work Study - Social Science Education	5/8/23
Banyai, Kenton	Adjunct Faculty Business Division	12/9/22
Borges, Andressa	Lab Student Assistant	7/21/22
Brock, Paige	Admissions and Records Data Entry Assistant	5/12/23
Burris, Katie	Student Path Recipient	5/10/23
Cothorn, Sarah	Adult Education Instructor	5/30/23
Dorman, Paul	Newspaper Editor - Student Newspaper	4/26/23
Godden, Holly	Adjunct Faculty Social Science Division	10/12/21

Lake Land College Board of Trustees
 Minutes – June 12, 2023
 Page 18 of 19

Gullquist, Audra	Newspaper Editor - Student Newspaper	5/3/23
Hardy, Natalie	Perkins Student Worker - Allied Health	5/4/23
Hatfill, Lydia	Adjunct Faculty Social Science Division	12/9/22
Heiser, Calista	Newspaper Editor - Student Newspaper	5/3/23
Howlett, Makayla	College Work Study - Student Life	10/26/22
Hughes, Charles	College Work Study - Student Life	9/28/22
Martin, Cerra	Newspaper Editor - Student Newspaper	2/16/23
Oliver, Jordan	Laker Mascot Talent	5/5/23
Rincker, Grace	Human Resources Assistant	5/18/23
Robinson, James	Admissions and Records Commencement Asst	5/12/23
Robison, Walter	Adjunct Faculty Technology Division	5/9/22
Samuelson, Lauryn	Admissions and Records Commencement Asst	5/12/23
Thomas, Amelia	Adjunct Faculty Math and Science Division	5/9/22
Vanderjack, Karisa	Adjunct Faculty Math and Science Division	12/10/21
Voegel, Maia	Newspaper Editor - Student Newspaper	5/4/23
Wallace, Gwendolyn	Adjunct Faculty Math and Science Division	5/9/22

Transfers/Promotions

The following employee is recommended for a change in position

	Position	Effective Date
Full-time		
White, Christina	College Nurse	6/13/23
	Transferring from Temporary College Nurse	
Winkleblack, Lindsay	Nursing Instructor	8/18/23
	Transferring from Adjunct Faculty Allied Health	

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 additional discussion.

Adjournment.

Trustee Walk moved and Trustee Curtis seconded to adjourn the meeting at 7:35 p.m.

There was no further discussion.

Motion carried by unanimous voice vote.

Lake Land College Board of Trustees
Minutes – June 12, 2023
Page **19** of **19**

Approved by:

Board Chair

Board Secretary

*Note – See Board of Trustees web page for any referenced attachments to these minutes.
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**Lake Land College
Board of Trustees
District No. 517**



Decennial Committee on Local Government Efficiencies Meeting
Board and Administration Center, Room 011
Mattoon, IL
June 8, 2023

Minutes

Call to Order.

Chair Cadwell called the meeting of the Lake Land College Decennial Committee on Local Government Efficiencies to order at 8:00 a.m. in room 011 of the Board & Administration Center, Mattoon, IL.

Roll Call of Committee Members.

Members Physically Present:

- Trustees Mr. Gary Cadwell, Chair; Mr. Kevin Curtis; Ms. Doris Reynolds; Mr. Dave Storm, Secretary; Mr. Mike Sullivan; Mr. Thomas Wright, Vice-Chair and Student Trustee Ms. Jacqueline Schertz
- Dr. Jonathan Bullock, President
- Dr. Valerie Lynch, Vice President for Student Services and District Resident
- Mr. Greg Nuxoll, Vice President for Business Services and District Resident

Members Absent: Trustee Ms. Denise Walk.

Other Members Participating via Telephonic or Electronic Means: None.

Others Present: Ms. Jean Anne Highland, Chief of Staff; Mr. Scott Rawlings, Director of Physical Plant, Mr. Gordon Schweitzer, Performance Contracting Engineer at Control Technology and Solutions Group (CTS Group) – a Veregy company and Mr. Dave Ortman, Project Manager with the CTS Group.

Hearing of Citizens, Faculty, and Staff.

There were no public comments.

Lake Land College Board of Trustees
Decennial Committee on Local Government Efficiencies
Minutes – June 8, 2023
Page 2 of 4

Non-Action Items.

Energy Savings Annual Report from CTS.

In follow-up to the May 17, 2023 Decennial Committee meeting, Trustees heard an updated presentation from Mr. Gordon Schweitzer, Performance Contracting Engineer at Control Technology and Solutions Group (CTS Group) – a Veregy company, and Mr. Dave Ortman, Project Manager with CTS. Trustees reviewed their *Annual Infrastructure and Energy Assessment Report* that provided additional details on the College's solar power installations, geothermal expansion, back up-generator installation, and improvements to the HVAC and healthy building design through the installation of air quality control and air quality sensors. Their report also included detailed energy savings statistics for the College since 2009, against the comparison baseline year 2008. The energy savings data reviewed was broken down by building project and energy types for natural gas and electrical consumption. Trustees learned the combined natural gas savings through FY 2022 was \$824,298 and the combined electric savings through FY 2022 was \$1,067,590.

Mr. Greg Nuxoll, Vice President for Business Services, asked what the College should do in the near term to ensure the continued success of our energy savings initiatives. Mr. Ortman and Mr. Schweitzer provided feedback on areas to consider including potential geothermal upgrades, replacing the chillers in the Luther Student Center, pursuing any needed repairs to the Multi-stack unit in the West Building, and replacing any aging equipment with more modern equipment which often provides more energy efficiency. Mr. Ortman noted how the main campus predominantly uses electricity so maintenance and optimal use of the geothermal system is very important. Mr. Schweitzer once again noted how the College has been a leader in the region for pursuing energy efficiency initiatives and that other businesses or organizations in the region have asked to model some of our energy savings strategies.

Trustees also learned of the various federal, state and local energy supplier incentives (e.g. tax credits or project reduction costs) if the College were to pursue additional energy savings projects. Mr. Schweitzer said he would share some suggestions for potential future projects later in the agenda when the Committee will discuss possible future initiatives to advance energy efficiencies.

Chair Cadwell said it was important for the Board to continue to be good stewards of taxpayer funds while also showing commitment to our environment, energy sustainability efforts and providing learning opportunities for our students on this issue.

Updated Campus Facilities Master Plan.

Trustees heard a presentation from President Bullock on a significantly updated 10-year Facilities Master Plan. Dr. Bullock said this has been prepared following the administration's extensive consultation with Bailey Edward, the College's architect of record. Trustees learned Bailey Edward and College leadership have also worked with numerous staff to update the Master Plan with the current status of our buildings and grounds and highlight future needs. Dr.

Bullock reminded Trustees that we submitted an initial plan in December 2022 to ICCB to meet the legally required, timely submission deadline to the Illinois Community College Board (ICCB) once every five years, with their permission to re-submit our much more detailed plan in 2023. Dr. Bullock highlighted the three core components of the plan including:

1. Unified Campus;
 - Unity that makes the campus feel like a campus.
 - Way Finding; Clear, understandable directional aids
 - Vehicular and Pedestrian Circulation; safe, accessible and efficient ways.
 - Sustainable, engaging and educational landscaping which creates a safe environment for moving throughout campus.
2. Spaces and People Places; for Learning and Services, which provide;
 - Modern, technologically advanced, and appropriately equipped buildings with ample space to carry out the intended function.
 - Campus grounds designed to engage the senses and stimulate learning.
 - Locations to meet new people, talk with friends, share ideas and collaborate
3. Appropriately Maintained and Energy Efficient Facilities:
 - Facilities that are appropriately maintained, reliable, serviceable and energy efficient, with particular emphasis placed on creating a safe and accessible campus environment for students, staff and visitors.

Trustees reviewed the Facilities Master Plan that also included attachments for the College's Facility Condition Assessment Report and the Master Landscaping Plan. Dr. Bullock also highlighted a spreadsheet detailing the 10-year plan by fiscal year, project, project type, projected cost and anticipated funding source (e.g. grants, PHS funds, CDB, and fund balance), with a total projected cost of \$113 million in today's dollar value. Dr. Bullock and Mr. Greg Nuxoll, Vice President for Business Services, stressed this plan was subject to change if conditions or the College's fiscal situation should change. Dr. Bullock highlighted the anticipated remaining fund balance of \$24.5 million following the conclusion of the 10-year plan and the expenses for the various anticipated projects.

Dr. Bullock asked if there were any questions or suggested changes to the Facilities Master Plan. There were none. Dr. Bullock said the administration will bring this to the Board of Trustees for approval and submission to ICCB during the June 12, 2023 regular Board meeting.

Future Initiatives to Advance Energy Efficiencies.

CTS Group representatives Mr. Schweitzer and Mr. Ortman resumed their presentation (as noted above) and highlighted three ideas for future energy efficiency projects including:

- Refurbish the roof and install a solar photovoltaic system on the Northwest Building roof.
- Pursue various energy efficiency upgrades to the Kluthe Building in Effingham (e.g. address outdated HVAC system, upgrade the controls system, and install an LED lighting upgrade).

Lake Land College Board of Trustees
 Decennial Committee on Local Government Efficiencies
 Minutes – June 8, 2023
 Page 4 of 4

- Refurbish the roof and install a solar photovoltaic system on the West Building roof.

Mr. Schweitzer highlighted the benefits of refurbishing outdated roofs by simply covering them with a white material instead of removing the old roof and losing the existing insulation. They also highlighted the warranty associated with the refurbished roof system.

Chair Cadwell asked about the energy savings status of the College's most recently acquired building – the Patterson Technology Center of Effingham, which is now called the Effingham Technology Center. Dr. Bullock said this is already a very energy efficient building as it has been certified as a LEED-Silver facility.

Committee members agreed to meet again on August 10, 2023 to further discuss the above suggestions and/or other possible future energy savings initiatives, how to research or conduct a cost analysis of the benefits for the various projects, and how the College might optimally proceed in pursuing additional energy sustainability initiatives.

Chair Cadwell concluded the energy savings discussion by complimenting the administration for its significant efforts over numerous years to maximize energy efficiencies. He asked what the administration is doing to share the College's various innovative projects to help other units of local government or other K-12 school districts as this is in the spirit of the Decennial Committee on Local Government Efficiencies Act. Ms. Jean Anne Highland, Chief of Staff, said the Cabinet hosts each October a meeting with the K-12 superintendents from the College's district. She said this year's meeting could feature the College's energy savings initiatives and results to date. Mr. Schweitzer said he could attend to present to the attendees. Chair Cadwell suggested the administration might also consider prominently posting information about the College's energy efficiency efforts on its website.

Adjournment.

Trustee Curtis moved and Trustee Sullivan seconded to adjourn the meeting at 9:03 a.m.
Motion carried by unanimous voice vote approval.

Approved by:

 Board Chair

 Board Secretary

*Note – See Board of Trustees web page for any referenced attachments to these minutes.
https://www.lakelandcollege.edu/col/board_minutes/

LAKE LAND COLLEGE

MEMO

TO: Dr. Josh Bullock, President

FROM: Dr. Valerie Lynch, Vice President for Student Services

DATE: June 28, 2023

RE: 2022-2023 Athletic Accomplishments

It is my pleasure to present the attached information shared by Mr. Bill Jackson, Director of Athletics, highlighting the accomplishments of our Lake Land College student athlete's during the 2022-2023 academic year.

The many accomplishments of our student athletes reflect the outstanding young men and women who participate in athletics at Lake Land College, the strong commitment of our coaches and athletic staff to focus on student success both in the classroom and in their sport, and the contributions of faculty and staff across the College who support student athletes in learning and accomplishing their goals.

I would like to thank the coaches, faculty, and staff for their contributions to the success of our student athletes and to congratulate all of the student athletes for a great year!

Lake Land College
ATHLETIC DEPARTMENT HONORS 2022-2023

Academic Report

2023 NJCAA Academic Team (must have a team GPA of 3.00 or higher):

Softball, Volleyball, Women's Basketball, Baseball

2023 NJCAA All-Academic First Team (athlete with 24 credit hours with 4.00 GPA):

Olivia Niemerg (Women's Basketball)

Taylor Orris (Women's Basketball)

Kendall Mathews (Softball)

Nate Lacy (Baseball)

Jude Sullivan (Baseball)

2023 NJCAA All-Academic Second Team (athlete with 24 credit hours with 3.80-3.99 GPA):

Devon Patrick (Volleyball)

Aaron Davis (Men's Basketball)

Lexie Niebrugge (Women's Basketball)

Alexa Miller (Women's Basketball)

Kylee Phillips (Women's Basketball)

Collyn Ballard (Baseball)

Brock Barton (Baseball)

Gavin Gonzalez (Baseball)

Christopher Seropian (Baseball)

Peter Stewart (Baseball)

2023 NJCAA All-Academic Third Team (athlete with 24 credit hours with 3.60-3.79 GPA):

Avery Fearday (Women's Basketball)

Marissa Russo (Women's Basketball)

Isabella Hardiek (Women's Basketball)

Brianna Hewing (Volleyball)

Johnny Close (Men's Basketball)

Jordan Donato (Softball)

Serenity Shemwell (Softball)

Nathan Jendraszkiwicz (Baseball)

Logan Wombels (Baseball)

Accumulative GPA of all of our athletes (131) for the 2022-2023 academic year: 3.14

By Sport: Women's Basketball – 3.68

Volleyball – 3.34

Cheer – 3.16

Softball – 3.10

Baseball – 3.03

Men's Basketball – 2.82

Total number of athletes achieving a 3.0 or higher GPA for the 2022-2023 academic year: 83 of 131

By sport: Softball (14 of 23)
 Baseball (25 of 46)
 Women's Basketball (15 of 15)
 Volleyball (12 of 13)
 Men's Basketball (5 of 16)
 Cheer (12 of 18)

Athletic Sports Honors

Season Records

By Sport: Softball – 50/12
 Women's Basketball – 25/7
 Men's Basketball – 17/15
 Volleyball – 18/18
 Baseball – 23/34

Volleyball

Team Honors

NJCAA Academic Team
 Qualified for the District Tournament

Individual Honors and Awards

NJCAA Division One All-Region 24: Madison Watret (1st Team), Brianna Hewing (2nd Team)
 Great Rivers Athletic Conference All-Conference Team: Madison Watret

Women's Basketball

Team Honors

NJCAA Academic Team
 Midwest Athletic Conference Champion
 Region 24 Runner Up

Individual Honors and Awards

NJCAA Division Two All-Region 24: Olivia Niemerg, Lexie Niebrugge, Tayler Barry
 Midwest Athletic Conference All-Conference: Olivia Niemerg, Lexie Niebrugge, Katelyn Littleton

Men's Basketball

Team Honors

N/A

Individual Honors and Awards

NJCAA Division One All-Region 24: Amar Kuljuhovic, Johnny Close
 Great Rivers Athletic Conference All-Conference: Amar Kuljuhovic

Softball

Team Honors

NJCAA Academic Team
Great Rivers Athletic Conference Champion
Region 24 Runner Up

Individual Honors and Awards

Great Rivers Athletic Conference Team: Eva Richardson 1st, Ashlyn Hicks 1st, Deanna Reed 1st, Serenity Shemwell 1st, Mackayla Denney 2nd, Bryanna French 2nd.
Great Rivers Athletic Conference Player of the Year: Eva Richardson
NJCAA Division One All-Region 24: Eva Richardson 1st, Ashlyn Hicks 1st, Deanna Reed 1st, Serenity Shemwell 1st, Mackayla Denny 1st, Bryanna French 2nd.
NJCAA Division One Region 24 Player of the Year: Eva Richardson
NJCAA Division One All-Region 24 Tournament Team: Eva Richardson, Mackayla Denney, Serenity Shemwell, Bryanna French
Great Rivers Athletic Conference Coach of the Year: Coach Nelson
NJCAA Division One Region 24 Coach of the Year: Coach Nelson
NFCA All Midwest Team: Eva Richardson
NFCA All American Team: Eva Richardson 1st.
NJCAA Division One All American: Eva Richardson 3rd

Baseball

Team Honors

NJCAA Academic Team
Region 24 Runner Up

Individual Honors and Awards

Great Rivers Athletic Conference Team: Liam McKillip
NJCAA Division One Region 24 Gold Glove: Cameron Nagel, Ben Benoit

Lakers Moving On

Baseball

Matthew Porter – University of Pittsburg
Liam McKillip – Southern Illinois University-Edwardsville
Logan Wombles – University of the Cumberlands
Nathan Jendraszkiewicz – Montreat College
Jason Brulport – Montreat College
Christopher Seropian – Lewis University
Cameron Nagle –
Anthony Fornaro – Northern Illinois University
Peter Stewart -

Volleyball

Gabyrala Castro De Jesus – American International College
Abby Kallis – Indiana State University (Academic)
Kelsi Gletz - Eastern Illinois University (Academics)
Ayriana Adams-Pender – Harris Stowe State University
Madison Watret – Ottawa University

Men's Basketball

Amar Kuljuhovic – University of North Dakota
Yassin Hussein – University of Tennessee at Martin
Johnny Close – Arkansas Tech University
Anthony Neal – Indiana University – Kokomo
Jermaine Tyrel – Pennsylvania State University Schuylkill
Arnando Camacho – Manhattan University
Dallis Cox – Wingate University
Luke Carroll – Valparaiso University

Softball

Serenity Shemwell – Bethune Cookman University
Mackayla Denney – Bellarmine University
Cali McCraw – Weber State University
Zoie Armstrong – Bellarmine University
Eva Richardson – Kennesaw State University

Women's Basketball

Olivia Niemerg – Eastern Illinois University (Academic)
Lexie Niebrugge – Eastern Illinois University (Academic)
Ali Watson – Eastern Illinois University (Academic)
Kylee Phillips – Eastern Illinois University (Academic)
Taylor Orris – University of Illinois (Academic)
Chole Custis – Purdue University (Academic)
Marissa Russo – Illinois State University (Academic)
Taylor Barry – Coastal Carolina University (Academic)

In March 2022, Dr. Bethany Craig joined Lake Land College as the new part-time Grants Writer and Coordinator. In mid-September 2022, Dr. Craig went from a part-time Grants Writer and Coordinator to a full-time Grants Writer and Coordinator. The Grants Office works under the leadership and support of Dr. Lynn Breer, Director of Institutional Research and Reporting.

From March 2022 through June 2023:

- Twenty-five grant proposals were submitted to federal agencies, state agencies and private foundations.
- Fifteen grants were awarded and one additional grant has been submitted but has not announced an award decision at this time.
- Fifteen grant opportunities were reviewed but the College did not apply.
- Between March 2022 through June 2023, the College was awarded a total of \$2,059,439.35 in grant funding.

The Grants Office identified and accomplished four key goals for fiscal year 2023. One goal was to continue to write grants that support the mission and strategic plan of the College. A second goal was to create a Grants Advisory Council in order to be a sounding board or future initiatives. The group has been formed and has met twice – once in the Fall 2022 semester and once in the Spring 2023 semester. A third goal consisted of developing a network of internal and external constituents to support future grant opportunities. Many new and positive relationships have been formed throughout the past year and will continue into the future. A fourth and final goal was the refinement of the grant application and review process. A Grant Notification Form has been created for those involved with a grant that outlines all of the particulars of the grant. In addition, a Grants Guide has been developed, implemented and is on the Institutional Effectiveness web site in order for those interested to learn more about the grant process.

The tables below summarize the grants applied for and awarded, applied for and not awarded, and grant opportunities that were declined by the College. The main reasons for not applying to these opportunities included:

- Lake Land does not have the current program infrastructure to fit the grant criteria
- Funding agency priorities are not a good fit for the College
- Scope of grant was too narrow to fit College needs
- The College did not have the necessary partners in place for grant requirements

It has been a busy and an exciting year for the Grants Office. Thank you so much to faculty, staff, administration and the Board of Trustees for your support of grants for new College projects and activities.

FY23 Awarded Grant Proposals

Submission Deadline	Grantor/Project Name	Details and Activities	Requested	Status	Grant Type
June 2022	ICCB/Early Childhood Access for Equity Consortium	Hiring a Career Coach to help early childhood education incumbent workers complete degree programs; offering an off-campus childcare facility	\$696,605.68	Awarded	Non-Competitive
July 2022	John Ullrich Foundation/Agricultural student support	Provide scholarships and educational materials for students majoring in agriculture	Withheld per wishes of granting agency	Awarded	Competitive
July 2022	ICCB/Pipeline for the Advancement of the Healthcare Workforce (PATH)	Provide student stipends for study hours, provide equipment for healthcare programs, provide tuition relief and books for students along with assistance with fees for licensing exams	\$459, 651	Awarded	Non-Competitive
July 2022	ISBE/Growing Agriculture Science Teachers (GAST) Grant	Recruit potential Agriculture teachers through mentoring partnerships and student internships	\$20,000	Awarded	Competitive
August 2022	IGEN/Electric Vehicle Charging Grant	Provide electric vehicle charging station on campus for students, faculty and staff to use	\$8,500	Awarded	Competitive
August 2022	ICCB/College Bridge Grant	Hosted focus groups conducted at district high schools to understand why graduates are not attending college, hiring a Transition Coordinator to help students; Classroom Assistants and classroom supplies for Pathway program	\$220,000	Awarded	Competitive
August 2022	IBHE/Illinois Cooperative Work Study Grant	Provide internship opportunities through Career Services to students by working with local businesses to coordinate opportunities	\$50,000	Awarded	Competitive
August 2022	IPRF Safety & Educational Grant	Covers purchase of products that are identified by IPRF that will assist in reducing injuries or illness	\$26,180	Awarded	Competitive
September 2022	4Imprint/One by One® Program	Provide shirts for TRIO Support Services students and employees	\$500	Awarded	Competitive
September 2022	ICCB/IBT Grant	Hire Apprenticeship Coordinator, provide mileage for in district travel for Coordinator to visit local businesses and provide professional development opportunities for Coordinator	\$108,000	Awarded	Competitive

October 2022	NSF ATE Mentor Connect	Provide training and mentorship to write National Science Foundation Advanced Technological Education (ATE) grant proposal	Not Applicable	Awarded	Competitive
January 2023	IMEC/IMA Skilled to Build Grant	Provide opportunities for waiters and waitresses to retrain as welders	\$35,535.67	Awarded	Competitive
March 2023	Tammy Duckworth Congressional Spending Grant 2	Fund the expansion of a STEM program for the community by working with district high schools on science fair events	\$142,000	Awarded	Competitive
April 2023	ICCB Developmental Education Reform Act (DERA) Grant	Complete assessment of college placement data with help of Charles A. Dana Center and host summit for neighboring community colleges to attend and learn from one another on the topic of multiple measures	\$99,997	Awarded	Competitive
May 2023	Dollar General Literacy Foundation	Provide textbooks, software, school supplies and fliers for College English as Second Language (ESL) program	\$8,500	Awarded	Competitive
May 2023	Marco Promotions	Provide polo shirts for paramedical services students to wear for class and clinical activities	\$1,000	Submitted	Competitive

FY23 Grant Proposals applied for but did not receive

Submission Deadline	Grantor/Project Name	Details and Activities	Requested	Status	Grant Type
March 2022	DoD/Lake Land STEM Network	Creation of Consortium, STEM boxes, kids summer camps, STEM mobile lab purchase	\$5,916,161.21	Did not receive	Competitive
April 2022	DOL/Lake Land Registered Apprenticeship Hub	Develop Consortium with local business and industry and create and offer registered apprenticeships to students	\$3,987,336.74	Did not receive	Competitive
August 2022	IGEN/General Funding Opportunity	Convert fieldhouse lighting to LED; retrofit truck to electric vehicle, purchase trailer and do community demonstrations; upgrade large solar flowers	\$195,774.99	Did not receive	Competitive
August 2022	US DOL Apprenticeship Building America (ABA) Grant Program	Establish a Consortium to promote registered apprenticeship hubs as well as to increase the pipeline of registered apprentices into the workforce and higher education	\$3,987,336.73	Did not receive	Competitive
October 2022	IBHE Nursing School Grant Program	Provide comprehensive tutoring for nursing students, purchase portable nursing simulation kits, and hire a part-time lab coordinator	\$100,000	Did not receive	Competitive
January 2023	Illinois Humanities Action Grant	Provide supplies and equipment for 2023 Lake Land College Mystery event	\$4,250	Did not receive	Competitive
March 2023	Tammy Duckworth Congressional Spending Grant 1	Purchase computers and virtual reality software in order to provide the ability to increase the range of career exploration, educational and training opportunities for students and incumbent workers without building costly facilities	\$397,265	Did not receive	Competitive
March 2023	American Water Environmental Grant Program	Mitigate algae issue in campus pond by planting native prairie grasses and wildflowers and installing a fountain in the pond	\$4,905.75	Did not receive	Competitive
May 2023	Lowe's Gable Foundation	Provide equipment for HVAC program along with training to faculty on creating a Women-in-STEM recruitment campaign and marketing materials	\$203,271.64	Did not receive	Competitive
May 2023	Ameren Cares	Provide funding to pay costs associated with offering Emergency Medical Technician – Basic course (EMS 050) to high school students in local rural communities as a dual credit course through the College	\$5,220	Did not receive	Competitive

FY23 Grant proposals considered but did not apply

Submission Deadline	Grantor/Project Name	Details and Activities	Requested	Status	Grant Type
April 2022	IMEC	Grant for faculty to apply for that would help advance the understanding and application of innovative solutions for Illinois small and mid-size manufacturers	\$50,000	Did not apply	Competitive
May 2022	IDCEO/Craft Apprenticeship Program	Provide apprenticeships and workforce opportunities to students interested in solar industry positions	\$3,000,000	Did not apply	Competitive
May 2022	DOE/Childcare Access means Parents in School	Provide resources that will enhance the educational, personal and financial growth of students who are single parents	\$138,000	Did not apply	Competitive
June 2022	DOE/Open Textbooks pilot program	Support projects that create new open textbooks and expand the use of open textbooks	\$1,000,000	Did not apply	Competitive
July 2022	Governor's Office of Early Childhood Development/Birth to Five Illinois Early Childhood Collaboration	Increase enrollments for early childhood education programs in the state	\$80,000	Did not apply	Competitive
August 2022	The Spencer Foundation/Research Grants on Education: Small	Conduct research that contributes to the improvement of education relevant to the most pressing questions and compelling opportunities in education	\$50,000	Did not apply	Competitive
August 2022	US DOL Strengthening Community College Grant	Help people in marginalized and underrepresented populations overcome barriers to career and technical education programs they need to connect with quality jobs	\$1.5 million to \$5 million	Did not apply	Competitive
August 2022	Community Foundation of East Central Illinois/Nonprofit Capacity Building Grant	Strengthen nonprofit organizations by improving infrastructure in program delivery, program evaluation, data management, fundraising, and several other areas	\$5,000	Did not apply	Competitive
September 2022	DOE Basic Needs for Postsecondary Students Grant	Funds to address students basic needs including food, housing, transportation and childcare	Varies	Did not apply	Competitive

September 2022	Illinois Works Pre-Apprenticeship Grant program	Works to ensure that all Illinois residents have access to State capital projects and careers in the construction industry and building trades, including those who have been historically underrepresented in those trades	\$200,000	Did not apply	Competitive
September 2022	Ascendium Building Evidence to Increase Rural Learner Success	Funds research studies that provides information to workforce training leaders and postsecondary education leaders on how to help rural learners achieve upward mobility	Varies	Did not Apply	Competitive
September 2022	USDA Distance Learning & Telemedicine Grant	Helps rural communities used advanced telecommunications technology to connect with the world	\$50,000 to \$1 million	Did not Apply	Competitive
January 2023	Ruth and Vaughn Jaenike Access to the Arts fund through Eastern Illinois University	Provide supplies and equipment for 2023 Lake Land College Mystery event	\$2,000	Did not apply	Competitive
March 2023	IDNR Federal Recreational Trails Program	Provide funding for trail construction and trail related amenities around campus	\$200,000	Did not apply	Competitive
June 2023	US DOE	Create and expand clean energy workforce training programs	\$450,000	Did not apply	Competitive

Calendar of Events

Thursday, July 6, 2023	Finance Committee Meeting 9 a.m. – Board and Administration Center, 011
Monday, July 10, 2023	5 p.m. – Board Dinner – Foundation and Alumni Center 6 p.m. – Board Meeting – Board and Administration Center, 011
Thursday, August 10, 2023	Decennial Committee Meeting 8 a.m. – Board and Administration Center, 011 Finance Committee Meeting 9 a.m. – Board and Administration Center, 011 Resource and Development Committee Meeting 10 a.m. – Board and Administration Center, 011
Monday, August 14, 2023	5 p.m. – Board Dinner – Effingham Technology Center, Effingham 6 p.m. – Board Meeting – Effingham Technology Center, Effingham
Saturday, August 19, 2023	Laker Athletics Golf Outing 1 p.m. – Meadowview Golf Course
Thursday, September 7, 2023	Buildings and Site Committee Meeting 8 a.m. – Board and Administration Center, 011 Finance Committee Meeting 9 a.m. – Board and Administration Center, 011 Resource and Development Committee Meeting 10 a.m. – Board and Administration Center, 011
Monday, September 11, 2023	5 p.m. – Board Dinner – Foundation and Alumni Center 6 p.m. – Board Meeting – Board and Administration Center, 011
Friday, September 29, 2023	Foundation Golf Outing – Mattoon Golf and Country Club
Thursday, October 5, 2023	Buildings and Site Committee Meeting 8 a.m. – Board and Administration Center, 011 Finance Committee Meeting 9 a.m. – Board and Administration Center, 011 Resource and Development Committee Meeting 10 a.m. – Board and Administration Center, 011
Monday, October 9, 2023	5 p.m. – Board Dinner – Foundation and Alumni Center 6 p.m. – Board Meeting – Board and Administration Center, 011
Thursday, November 9, 2023	Buildings and Site Committee Meeting 8 a.m. – Board and Administration Center, 011 Finance Committee Meeting 9 a.m. – Board and Administration Center, 011 Resource and Development Committee Meeting 10 a.m. – Board and Administration Center, 011
Monday, November 13, 2023	5 p.m. – Board Dinner – Foundation and Alumni Center 6 p.m. – Board Meeting – Board and Administration Center, 011

Thursday, December 7, 2023

Buildings and Site Committee Meeting
8 a.m. – Board and Administration Center, 011
Finance Committee Meeting
9 a.m. – Board and Administration Center, 011
Resource and Development Committee Meeting
10 a.m. – Board and Administration Center, 011

Monday, December 11, 2023

5 p.m. – Board Dinner – Foundation and Alumni Center
6 p.m. – Board Meeting – Board and Administration Center, 011

LAKE LAND COLLEGE

MEMO

TO: Dr. Josh Bullock, President

FROM: Mr. Greg Nuxoll, Vice President for Business Services

DATE: June 28, 2023

RE: May 2023 Financial Statement Summary

Outlined below are the budgetary variances of note for the month of May for Fiscal Year 2023.

Areas of Concern:

- We are not experiencing any budgetary areas of concern through May 2023, the eleventh month of FY 2023.

Overall Variances:

- *Revenue* – Total May 2023 revenue was \$2,801,374 resulting in a favorable variance of \$1,598,606 month to date and \$3,989,394 year to date.
- *Expenditures* – Total May 2023 expenditures were \$4,479,831 resulting in a monthly unfavorable variance of \$2,727,945 month to date. The year to date variance is now unfavorable to budget \$95,594 with May 2023 activity.

Revenue Variances:

- *Local Sources* – A favorable variance exists of \$ 99,376 month to date and \$159,745 year to date. Overall, the variances on the local counties property tax cycle are timing related as to when the funds are received by the College. We expect the variance to stay positive at the end of the fiscal year.
- *ICCB Credit Hour Grant* – We received \$317,035 in May 2023 resulting in a favorable monthly variance of \$55,110 and a yearly favorable variance of \$454,421. The variances are timing related as we typically receive a larger payment in the 1st month of each quarter and smaller payments the last two months of each quarter. We expect the variance to normalize by year-end.
- *ICCB Equalization Grant* – We received \$544,608 of equalization payments in May 2023 resulting in a \$0 month and year to date variance.

- *Tuition & Fees* – May 2023 yielded a favorable monthly variance of \$491 for tuition but a negative variance of \$63,134 in fees. Year to date, tuition is favorable to budget by \$1,390,584; however, fees are unfavorable \$117,176 year to date. In the fiscal year 2023 budget, the College budgeted enrollment to be at the same level as fiscal year 2022. Through May 2023, the enrollment headcount and credit hours are slightly above anticipated levels resulting in a favorable tuition variance. The fees are slightly negative to budget due to expectation that IDOT recertification fees would occur in FY 23 but in actuality, the additional IDOT recertification fees will occur in FY 24.
- *Other State Sources* – The month to date variance in other state sources is favorable by \$14,432 and but remains unfavorable year to date by \$41,690.
- *Other Revenue* – Other revenue is unfavorable by \$62,443 month to date but remains favorable \$573,984 year to date. The major driver of the positive variance is additional revenue from the CBI and CDL programs.
- *Gift in Kind* – The Gift in Kind revenue is favorable to budget by \$1,554,775 for the month to date and \$1,569,525 for the year date. The large positive monthly variance is related to the \$1,554,775 donation from the Lake Land College Foundation.

Expenditure Variances:

- *Salary & Wages (overall)* – Month to date, salary and wages were \$180,023 unfavorable compared to budget; however, salaries continues to maintain a year to date favorable variance of \$735,930. As the year transpires, we expect the variance to remain positive for Fiscal Year 2023.
- *Employee Benefits (overall)* – A favorable monthly variance in employee benefits exists in May 2023 of \$17,371 and year to date \$94,305.
- *Instructional* – The Instructional expenditures had an unfavorable variance in May 2023 of \$283,551 while maintaining a year to date favorable variance of \$598,367. The year to date variance is mainly attributable to favorable variances in salary and wages.
- *Academic Support* – Month to date, the Academic Support expenditures were \$29,709 favorable to budget but the year to date variance remains unfavorable to budget by \$9,510.
- *Student Services* – The Student Services expenditures had a monthly favorable variance in May 2023 of \$4,213 and the year to date variance remains positive to budget \$303,462.
- *Public Service/Continuing Education* – The Public Service/Continuing Education had a favorable variance in May 2023 of \$12,174 and the year to date variance remains positive to budget \$85,077.

- *Operations & Maintenance* – The Operations and Maintenance expenditures were \$122,258 unfavorable to budget in May 2023 but the year to date variance is favorable by \$316,724.
- *Institutional Support* – The Institutional Support expenditures were \$2,322,422 unfavorable to budget in May 2023 and variance is unfavorable year to date by \$945,183. The large negative variance is related to the expenditures for one-time budget requests such as \$575,000 for athletic buses, three used Ford Escapes for the DOC program, new data center equipment, a new squad car, a new semi and other various Board approved items.
- *Scholarships, Grants, Waivers* – The Scholarships, Grants and Waivers area had an unfavorable variance for May 2023 of \$45,783 and maintains an unfavorable variance year to date of \$444,530.

Please do not hesitate to contact me if you have any questions, need any further clarification on any of these items, or have others you would like to discuss.

Current Month	Current Month Budget	Variance		Current YTD Actual	Current YTD Budget	Current YTD Budget Variance	% Current YTD Budget Variance	Previous YTD	FY22 Audited Numbers	FY23 Annual Budget
Revenues:										
286,617	187,241	99,376	Local Sources	11,532,066	11,372,321	159,745	1.40%	10,863,543	10,863,543	11,372,321
317,035	261,925	55,110	ICCB Credit Hour Grant	5,431,004	4,976,584	454,421	9.13%	4,468,927	4,695,485	5,238,509
544,608	544,608	-	ICCB Equalization Grant	5,990,692	5,990,692	-	0.00%	5,750,399	6,255,650	6,535,300
54,223	39,792	14,432	Other State Sources	1,001,902	1,043,592	(41,690)	-3.99%	955,805	1,001,827	1,201,680
-	(491)	491	Tuition	7,390,705	6,000,121	1,390,584	23.18%	7,637,603	7,634,263	6,000,121
13,847	76,980	(63,134)	Fees	3,677,453	3,794,629	(117,176)	-3.09%	3,457,615	3,459,045	5,551,040
30,269	92,712	(62,443)	Other Revenue	1,632,321	1,058,337	573,985	54.23%	1,300,884	3,439,821	1,034,153
1,554,775	-	1,554,775	Gift in Kind	1,569,525	-	1,569,525	0.00%	43,960	140,237	-
2,801,374	1,202,768	1,598,606	Total Revenues	38,225,668	34,236,274	3,989,394	1	34,478,735	37,489,871	36,933,124
Expenditures:										
Instructional										
737,582	551,557	(186,025)	Salary and Wages	10,752,659	11,159,997	407,338	3.65%	9,902,793	9,997,327	13,028,296
177,077	176,719	(358)	Employee Benefits	1,940,393	1,996,784	56,391	2.82%	1,886,722	2,051,378	2,188,558
50,462	400	(50,062)	Contractual Services	399,996	425,650	25,654	6.03%	397,076	407,858	426,050
35,970	20,117	(15,852)	General Materials and Supplies	502,524	571,677	69,153	12.10%	396,795	507,828	578,994
15,342	3,017	(12,326)	Travel and Meeting Expenses	70,007	112,569	42,562	37.81%	24,494	28,893	142,462
9,098	125	(8,973)	Fixed Charges	56,816	56,375	(441)	-0.78%	55,290	55,290	56,375
10,056	100	(9,956)	Capital Outlay	16,168	28,828	12,660	43.92%	101,017	107,718	28,828
-	-	-	Other Expenditures	-	-	-	0.00%	-	-	-
-	-	-	Gift in Kind	14,950	-	(14,950)	0.00%	43,960	-	-
1,035,587	752,035	(283,551)	Total Instructional	13,753,512	14,351,879	598,367	4.17%	12,808,146	13,156,291	16,449,563
Academic Support										
(4,507)	32,411	36,918	Salary and Wages	536,028	463,333	(72,695)	-15.69%	355,474	372,622	216,254
12,065	13,880	1,814	Employee Benefits	121,556	158,266	36,710	23.20%	68,574	74,099	63,897
6,450	-	(6,450)	Contractual Services	6,450	-	(6,450)	0.00%	-	-	-
4,471	4,508	38	General Materials and Supplies	201,811	214,292	12,481	5.82%	200,322	203,048	209,650
3,862	1,250	(2,612)	Travel and Meeting Expenses	18,212	38,656	20,444	52.89%	8,740	10,746	11,100
-	-	-	Fixed Charges	-	-	-	0.00%	-	-	-
-	-	-	Capital Outlay	-	-	-	0.00%	-	-	-
-	-	-	Gift in Kind	-	-	-	0.00%	-	-	-
22,341	52,049	29,709	Total Academic Support	884,057	874,547	(9,510)	-1.09%	633,110	660,514	500,901
Student Services										
155,028	153,929	(1,099)	Salary and Wages	1,683,013	1,816,275	133,262	7.34%	1,499,906	1,617,025	1,892,481
40,022	49,074	9,052	Employee Benefits	443,569	526,453	82,884	15.74%	402,780	438,935	574,909
-	-	-	Contractual Services	11,743	12,040	297	2.46%	10,372	20,492	12,040
10,878	4,398	(6,480)	General Materials and Supplies	67,019	127,996	60,977	47.64%	63,484	96,942	129,821
12,126	14,865	2,739	Travel and Meeting Expenses	56,423	81,815	25,392	31.04%	16,566	50,833	83,565
-	-	-	Fixed Charges	-	-	-	0.00%	80,409	80,409	-
-	-	-	Other Expenditures	14,350	15,000	650	0.00%	14,100	14,100	15,000
218,053	222,267	4,213	Total Student Services	2,276,117	2,579,579	303,462	11.76%	2,087,617	2,318,735	2,707,816
Public Service/Cont Ed										
37,673	42,738	5,065	Salary and Wages	403,236	492,174	88,937	18.07%	292,956	323,117	493,346
5,718	5,668	(51)	Employee Benefits	65,753	57,202	(8,551)	-14.95%	55,807	61,706	62,870
4,500	8,125	3,625	Contractual Services	98,140	56,900	(41,240)	-72.48%	62,964	56,796	59,400
4,599	10,524	5,925	General Materials and Supplies	62,261	105,856	43,594	41.18%	67,157	57,486	125,645
1,523	1,498	(25)	Travel and Meeting Expenses	11,215	13,280	2,065	15.55%	3,812	4,135	15,953
10,940	8,548	(2,393)	Fixed Charges	97,453	97,724	271	0.28%	93,847	105,125	106,271
-	-	-	Capital Outlay	-	-	-	0.00%	115,000	115,000	-
-	-	-	Other	-	-	-	0.00%	-	-	-
-	-	-	GIK	-	-	-	0.00%	-	-	-
64,954	77,100	12,147	Total Public Service/ Cont Ed	738,059	823,135	85,077	10.34%	691,542	723,363	863,485
Operations & Maintenance										
87,574	42,186	(45,388)	Salary and Wages	968,863	935,057	(33,806)	-3.62%	843,320	931,217	1,041,986
30,968	33,120	2,152	Employee Benefits	330,662	368,643	37,981	10.30%	306,753	334,730	376,366
24,196	60	(24,136)	Contractual Services	265,470	269,110	3,640	1.35%	201,070	237,194	269,170
65,962	-	(65,962)	General Materials and Supplies	312,196	250,500	(61,696)	-24.63%	187,834	198,989	250,500
-	-	-	Travel and Meeting Expenses	321	1,150	829	72.13%	199	199	1,150
1,100	750	(350)	Fixed Charges	19,874	13,250	(6,624)	-49.99%	9,000	103,277	104,000
113,857	125,283	11,426	Utilities	1,022,323	1,378,117	355,793	25.82%	966,223	1,058,060	1,503,400
-	-	-	Capital Outlay	4,396	25,000	20,604	82.42%	-	10,800	25,000
-	-	-	Contingency Funds	-	-	-	0.00%	-	-	-
-	-	-	Gift In Kind	-	-	-	0.00%	-	-	-
323,657	201,399	(122,258)	Total Operation and Maint	2,924,103	3,240,827	316,724	1	2,514,398	2,874,466	3,571,572
Institutional Support										
262,132	272,636	10,504	Salary and Wages	2,966,548	3,179,440	212,893	6.70%	2,842,364	3,519,884	3,533,791
81,407	86,168	4,760	Employee Benefits	1,013,038	901,928	(111,110)	-12.32%	1,260,138	1,313,188	824,367
57,875	54,801	(3,073)	Contractual Services	1,131,223	2,151,702	1,020,479	47.43%	489,018	649,571	2,094,460
145,987	26,990	(118,996)	General Materials and Supplies	1,566,284	1,447,458	(118,825)	-8.21%	1,454,192	1,548,250	1,863,491
7,417	5,690	(1,727)	Travel and Meeting Expenses	120,790	149,140	28,350	19.01%	53,436	67,321	382,917
807	750	(57)	Fixed Charges	196,249	219,250	23,001	10.49%	209,275	205,246	220,000
-	-	-	Capital Outlay	45,178	18,900	(26,278)	-139.03%	74,772	111,338	18,900
19,398	-	(19,398)	Contingency Funds	581,483	759,093	177,610	23.40%	430,519	563,005	1,126,330
-	-	-	Other	272,039	726,627	454,588	62.56%	563,382	563,382	119,075
67	-	(67)	Strategic Initiatives	15,054	400,000	384,946	96.24%	297,501	307,891	-
639,592	-	(639,592)	One Time Budget Requests	1,436,062	-	(1,436,062)	0.00%	517,756	1,297,959	-
1,554,775	-	(1,554,775)	GIK	1,554,775	-	(1,554,775)	0.00%	-	-	-
2,769,457	447,035	(2,322,422)	Total Institutional Support	10,898,721	9,953,538	(945,183)	1	8,192,353	10,147,034	10,183,331
45,783	-	(45,783)	Scholarships, grants, waivers	605,096	160,566	(444,530)	-276.85%	682,085	682,256	1,228,566
4,479,831	1,751,885	(2,727,945)	Total Expenditures	32,079,665	31,984,071	(95,594)	-0.30%	27,609,251	30,562,660	35,505,234
(1,678,457)	(549,117)	(1,129,340)	Revenue Less Expenditures	6,146,003	2,252,203	3,893,800	1	6,869,485	6,927,211	1,427,890
-	-	-	Transfers Out:	-	-	-	0.00%	-	1,521,178	1,427,890
(1,678,457)	(549,117)	(1,129,340)	Excess of Revenues over Expenditures & Transfers	6,146,003	2,252,203	3,893,800	1	6,869,485	5,406,033	-
2,801,374	1,202,768	1,598,606		38,225,668	34,236,274	3,989,394				
4,479,831	1,751,885	(2,727,945)		32,079,665	31,984,071	(95,594)				
(1,678,457)	(549,117)	(1,129,340)		6,146,003	2,252,203	3,893,800				

	Current Month			Current YTD	Current YTD	Current YTD
Current Month	Budget	Variance		Actual	Budget	Budget Variance
1,275,480.32	1,095,456.85	(180,023.47)	Salary and Wages	17,310,345.93	18,046,275.72	735,929.79
347,257.59	364,628.06	17,370.47	Employee Benefits	3,914,970.23	4,009,275.67	94,305.44
143,481.93	63,386.33	(80,095.60)	Contractual Services	1,913,022.30	2,915,401.90	1,002,379.60
267,866.55	66,538.63	(201,327.92)	General Materials and Supplies	2,712,095.15	2,717,779.35	5,684.20
40,269.48	26,319.73	(13,949.75)	Travel and Meeting Expenses	276,967.62	396,609.49	119,641.87
21,945.73	10,172.50	(11,773.23)	Fixed Charges	370,391.29	386,598.50	16,207.21
113,857.24	125,283.33	11,426.09	Utilities	1,022,323.20	1,378,116.67	355,793.47
10,055.92	100.00	(9,955.92)	Capital Outlay	65,741.40	72,727.99	6,986.59
19,398.38	-	(19,398.38)	Contingency Funds	581,483.00	759,093.00	177,610.00
2,240,217.72	-	(1,554,774.84)	Other Expenditures	3,912,325.13	741,626.86	(1,099,536.88)
4,479,830.86	1,751,885.43	(2,042,502.55)	Total	32,079,665.25	31,423,505.15	(656,160.10)

Lake Land College

FY2023 Salary, Wage & Benefits Detail

Salary & Wages	Year to Date			FY2023 Budgeted	FY23 Projections		
	Actual	Budgeted	Variance		Projected Actual	Budgeted	Variance
Salary and Wages - Instructional	\$10,752,659	\$11,159,997	\$407,338	\$13,028,296	\$10,752,659	\$13,028,296	\$2,275,637
Salary and Wages - Acad. Support	\$536,028	\$463,333	(\$72,695)	\$216,254	\$536,028	\$216,254	(\$319,774)
Salary and Wages - Stud. Svcs	\$1,683,013	\$1,816,275	\$133,262	\$1,892,481	\$1,683,013	\$1,892,481	\$209,468
Salary and Wages - Public Svc.	\$403,236	\$492,174	\$88,937	\$493,346	\$403,236	\$493,346	\$90,110
Salary and Wages - Maintenance	\$968,863	\$935,057	(\$33,806)	\$1,041,986	\$968,863	\$1,041,986	\$73,123
Salary and Wages - Inst. Support	\$2,966,548	\$3,179,440	\$212,893	\$3,533,791	\$2,966,548	\$3,533,791	\$567,243
Total Salary and Wages	\$17,310,346	\$18,046,276	\$735,930	\$20,206,154	\$17,310,346	\$20,206,154	\$2,895,808

Employee Benefits	Year to Date			FY2023 Budgeted	FY23 Projections		
	Actual	Budgeted	Variance		Projected Actual	Budgeted	Variance
Employee Benefits - Instructional	\$1,940,393	\$1,996,784	\$56,391	\$2,188,558	\$2,051,378	\$2,188,558	\$137,180
Employee Benefits - Acad. Support	\$121,556	\$158,266	\$36,710	\$63,897	\$74,099	\$63,897	(\$10,202)
Employee Benefits - Stud. Svcs	\$443,569	\$526,453	\$82,884	\$574,909	\$438,935	\$574,909	\$135,974
Employee Benefits - Public Svc.	\$65,753	\$57,202	(\$8,551)	\$62,870	\$61,706	\$62,870	\$1,164
Employee Benefits - Maintenance	\$330,662	\$368,643	\$37,981	\$376,366	\$334,730	\$376,366	\$41,636
Employee Benefits - Inst. Support	\$1,013,038	\$901,928	(\$111,110)	\$824,367	\$1,317,320	\$824,367	(\$492,953)
Total Employee Benefits	\$3,914,970	\$4,009,276	\$94,305	\$4,090,967	\$4,278,168	\$4,090,967	(\$187,201)

LAKE LAND COLLEGE

MEMO

TO: Board of Trustees
Dr. Josh Bullock, President

FROM: Dustha Wahls, Director of Human Resources

CC: Greg Nuxoll, Vice-President for Business Services

DATE: June 22, 2023

RE: Board Policy 05.27

The Governor signed into law Public Act 102-0540, which requires that all newly certified members hired on or after July 1, 2023, be automatically enrolled in the SURS Deferred Compensation Plan. Members already certified (existing employees) or members that were previously certified that are re-employed are not automatically enrolled, but may voluntarily enroll.

Upon hire, members have 30 days to opt out of the Deferred Compensation Plan before their payroll deductions begin on the first payroll cycle of the following month. Members can increase, decrease, or discontinue the amount of deferral or change to a Roth Account.

As this bill has already taken effect, we request that the Board approve this without a second reading.

05.27

State Universities Retirement System

Individuals employed on a continuous basis are required to become participants in the State Universities Retirement System (SURS), unless they are eligible for exemption by law.

Public Act 102-0540 requires automatic enrollment of newly certified SURS eligible employees into the SURS Deferred Compensation Plan on or after July 1, 2023. SURS eligible employees are enrolled in this plan and have the opportunity to opt out within 90 day calendar days from this plan directly with the DCP plan and receive a refund less any applicable earnings, investment fees, and administrative fees. The default member contribution rate and default investment option are set by SURS through Public Act 102-0540. Refer to Policy 05.38 for the College's 403B/457 Plan Matching Incentive.

Adopted November 9, 1998
Revised July 11, 2023

MEMO

TO: Board of Trustees
Dr. Jonathan Bullock, President

FROM: Tessa Wiles, Director of Dual Credit & Honors Experience

CC: Dr. Ike Nwosu, Vice President of Academic Services

DATE: July 3, 2023

RE: Update to Board Policy 07.14 – Honors Experience

I respectfully request that the Lake Land College Board of Trustees grant approval for the proposed revisions to Board Policy 07.14 – *Honors Experience*. This will align the “Honors College” model to the Phi Theta Kappa National Honor Society.

Please see the attached revision to include the language of “OR at least 6 hours of coursework toward a 1-year certificate” and verification of the change from the PTK.org website. The changes in eligibility will allow students attending Lake Land College for a certificate program access to the Honors Experience, recognition, fellowship, and scholarships.

I request the Board approve the proposed revisions during the July 10, 2023 meeting as this recommendation was initially submitted as first reading for your consideration during the June 2023 meeting.

I am happy to address any questions or concerns.

Honors Experience

The Honors Experience is a program designed by Lake Land College to provide honors students with an excellent academic experience. While it is not required to participate in all three areas, it is recommended.

The Honors Experience Consists of:

Presidential Scholarship Program

The Presidential Scholarship is available to all eligible in-district high school graduates who have demonstrated outstanding academic performance. The scholarship covers the full cost of tuition for up to two years. See board policy 07.12.

Phi Theta Kappa

Phi Theta Kappa (PTK) is an international honorary society for the two-year college that concentrates on scholarship, leadership, service, and fellowship.

Honors Program

The Lake Land College Honors Program provides outstanding college students with honors-level coursework, honors independent studies, and other enriched learning opportunities. These opportunities allow students to address important topics, engage in critical thinking, and learn cutting-edge techniques in their fields. Students who complete the honors program are recognized at the commencement ceremony and earn honors designations on their transcripts.

The Honors Experience has many advantages including interacting with other academically talented students. In addition to enriched learning opportunities, the Honors Experience students:

- 1 . May receive scholarship aid.
- 2 . May be recognized for state and national scholarship opportunities.

- 3 . Will carry honors designation on their transcripts for when specific criteria are met.
- 4 . May participate in educational field trips, social activities and special events.
- 5 . Receive honors recognition at the graduation ceremony.

Students who apply for the Honors Experience must meet the following requirements:

1. Plan to pursue an associate degree at Lake Land College with 12 credit hours completed

OR

Have taken 6 credit hours towards a one-year certificate.

2. Meet one of the following: a.) graduate in the top fifteen (15) percent of their high school class, b.) have an ACT composite score of 26 or higher or c.) have an SAT total score of 1230 or higher.

OR

Have a GPA of 3.25 or higher after the completion of at least 12 semester hours of college-level coursework and be enrolled in an associate degree program at Lake Land College.

3. Once admitted to the Honors Experience, students must maintain a Lake Land College GPA of 3.25 or higher.

Students must complete the following program requirements in order to graduate as an Honors Program student:

1. Meet the Honors Experience program requirements.

2. Complete four honors courses for full status graduation. Complete two honors courses for associate status.
3. No more than two honors courses may be completed each semester.
4. Graduating with full honors status or associate honors status is tentative and based upon final cumulative GPA for courses taken at Lake Land College.

Students must complete the following program requirements in order to graduate as a Phi Theta Kappa Student:

1. Meet the Honors Experience requirements.
2. Complete two semesters of the Lake Land College PTK chapter membership.

Adopted November 9, 1998
Revised December 8, 2003
Revised September 8, 2014
Revised August 14, 2017
Revised January 14, 2019
Revised December 9, 2019

Phi Theta Kappa Eligibility



To be eligible for membership, you must:

1. Be enrolled in an institution that has a Phi Theta Kappa chapter. You can find your local chapter by using our [Chapter Directory](#).
2. Have completed at least 12 hours of coursework toward an associate or bachelor's degree or at least 6 hours of coursework toward a certificate of 1 year.
3. Generally, have a cumulative 3.5 grade point average. (A chapter may raise eligibility standards, as long as they are in accordance with the Society's [Constitution](#).)

If you think you may be eligible for membership but haven't received an invitation, talk with the advisor of your college's chapter (typically a college faculty or staff member). Find your chapter's advisor using our [Advisor Search](#).

If you've gotten your invitation and are ready to join, click the button below to get started.

[Join PTK Now](#)

LAKE LAND COLLEGE

MEMO

TO: Dr. Jonathan Bullock, President
FROM: Greg Nuxoll, Vice President for Business Services
CC:
DATE: June 14, 2023
RE: Surplus Equipment

Below is a list of items that have become surplus. They are obsolete and have little value to the college:

1 – Panorex Machine

20 – Brown Benches

As with past surplus items, we will seek the best financial route to follow in disposing of these items. Those routes could include sales to individuals, auction house consignment, and/or wholesale purchasers.

I recommend declaring these items as surplus materials and seek authorization to dispose of these items in a manner most beneficial to the college.

LAKE LAND COLLEGE

MEMO

TO: Dr. Jonathan Bullock, President

FROM: Greg Nuxoll, Vice President for Business Services

CC:

DATE: June 19, 2023

RE: Technology Surplus Equipment

Please find a listing of technology equipment from the data center that has become surplus due to the board approved tech refresh of its existing data systems. The items are obsolete and have little value to the college with the installation of the new equipment:

Item	Name	Vendor	Model	Serial	Asset Tag	Method
Storage	WDSAN	Tegile	IntelliFlash HD2080 C1	TS1908-4301	08710	Trade-in with Dell
Storage	cadellsc3	Dell	Compellent SC7020F	306838 JY7CPX2	08708	Trade-in with Dell
Storage	cadellsc4	Dell	Compellent SC7020F	306836 JY7CPY2	08709	Trade-in with Dell

I recommend declaring these items as surplus materials and seek authorization to dispose of these items in a manner most beneficial to the college. In this particular case, the College is receiving trade-in value from Dell, which will be netted with the purchase price of the new equipment.



MEMO

TO: Greg Nuxoll
FROM: Justin Onigkeit, Transportation Training Coordinator
CC: Chris Strohl, Dean for Workforce Solutions and Community Education
DATE: July 5, 2023
RE: Surplus Equipment

Below is an item that has become surplus. This item is no longer needed for training students as a replacement has been procured:

1- 2006 Peterbilt 379 VIN# 1XP-5DB9X-1-6D898047 with 1,109,375 miles

I recommend this item be declared surplus and disposed of in the most beneficial manner to the college.

**LAKE LAND COLLEGE
BOARD OF TRUSTEES
HUMAN RESOURCES REPORT
July 10, 2023**

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

McKenzie, Michelle

6/12/23-9/1/23

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

Director of TRIO Programs

Level 16

Assistant Director of Trio Destination College

Level 15

End Additional Appointments

The following employees are ending their additional appointment

	Position	Effective Date
Part-time		
Estacio, Estiven	Men's Basketball Assistant, Fitness Center Specialist, Basketball Scorers/Timers	7/1/22
	Tutor - Bachelor's Degree - Primary Position Print Shop Technician Assistant	5/15/23
Garcia Orozco, Karen	International Student Ambassador Primary Position Lab Student Assistant	11/20/22
Heuerman, Jill	Dental Hygiene Enhancement Coach Primary Position Allied Health Den Clinical hrly	12/1/22
Hodges, John	Intramural Official Primary Position Fitness Center Specialist	7/1/22
Hunt, Richard	Adjunct for CBI, Adjunct Faculty Tech Division Primary Position Technical Training Coordinator	5/15/23
Hunter, Kimberly	IEL Instructor Primary Position Director Student Success	10/7/21
Lazenby, Debra	Allied Health BNA Clinical Instructor (hourly) Primary Position Allied Health BNA Adjunct	12/1/21
Molzen, Kara	Dental Hygiene Enhancement Coach Primary Position Dental Hygiene Instructor	1/4/23
Myers, Kendra	Pathways Classroom Assistant Primary Position Adult Education Instructor	6/20/21
Wilson, Sheila	Enhanced Lab Instructor- Dental Hygiene Primary Position Allied Health Dental Clinical	11/27/19

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Unpaid Volunteer		
Badman, Cami	Dual Credit Instructor	6/21/23

Bates, Guy	Dual Credit Instructor	6/21/23
Bushue, Molly	Dual Credit Instructor	6/21/23
Nohren, Andrew	Dual Credit Instructor	6/21/23

Full-time

Doty, Michael	Technical Support Specialist	7/11/23
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Full-time Grant Funded

Moll, Thomas	Coordinator of Mental Health Services	7/24/23
Riggs, Jeffrey	Warehousing Instructor	6/12/23

Full-time Tenure Track

Cougill, Andrew	Librarian	8/18/23
Crowder, James	Welding Instructor	8/18/23

Part-time

Allen, Rick	Dual Credit Coordinator	3/17/23
Juneau, Gary	Adjunct Faculty Math and Science Division	8/21/23
Palmer, Jessie	Allied Health PTA Clinical Instructor (hourly)	6/12/23
Rosario, Moises	International Studies Program Assistant	6/22/23
Schaefer, William	Dual Credit Coordinator	2/24/23

Part-time Grant Funded

Garrett, Torie	Childcare Lab Assistant	6/20/23
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Terminations/Resignations

The following employees are terminating employment

	Position	Effective Date
Full-time		
Carr, David	Correctional Construction Occupations Instructor	6/23/23
Keys, Austin	Infrastructure Analyst	6/8/23
Nuxoll, Greg	Vice President for Business Services	7/28/23
Ziccardi, Matthew	Correctional Horticulture Instructor	7/10/23
Part-time		
Gowin, Adora	Volleyball Assistant Coach	12/13/22
Herschberger, Gary	Tutor-Disability Services	3/24/23
Hoots, Corbin	Tutor - Student Learning Assistance Center	12/5/22
Matheny, Andrew	Tutor - Student Learning Assistance Center	5/4/23
Mossman, Rachel	Kluthe Test Proctor	6/16/22
Rilenge, Jodie	Adjunct Faculty Allied Health Division	5/8/23
Rincker, Grace	Human Resources Assistant	5/18/23
Robinson, Canyon	Fitness Center Specialist	3/22/23
Sample, Stephanie	College Work Study Radio TV	12/16/22
Tsytar, Svitlana	International Student Ambassador	12/7/22
Vonderheide, Anthony	College Work Study Radio TV	5/14/23
Wilson, Chance	Tutor - Perkins - Bachelor	3/17/23

Transfers/Promotions

The following employee is recommended for a change in position

Full-time	Position	Effective Date
Shawver, Gavin	TRIO Student Support Services Advisor Transferring from Academic Scheduling Coordinator	7/31/23