LLCC Board of Trustees Regular Meeting

March 23, 2022

Ken Elmore, Chair
Gordon Gates, Vice Chair
Samantha Raymond, Secretary
Vicki Davis
Jeff Fulgenzi
Mark Holaway
Wayne Rosenthal
Meghan Hadden, Student Trustee
Charlotte Warren, President
I. Preliminary Matters
   A. Roll Call
   B. Pledge of Allegiance
   C. Seating of New Trustee and Oath of Office
   D. Adoption of Agenda of the March 23, 2022 Meeting
   E. Introductions and Recognitions
   F. Hearing of Citizens

II. Consent Agenda
   A. Approval of Minutes of the Regular Meeting of February 23, 2022
   B. Ratify Payment of All Cash Disbursements for February and the February Treasurer’s Report
   C. Out-of-State Travel
      1. Ratification of Out-of-State Travel
      2. Approval of Out-of-State Travel
   D. Budget/Financial Items
   E. Purchasing
   F. Contracts/Agreements
      2. CallTower Contact Center Software
      3. Watermark Planning and Self-Study Software
   G. Monthly Grant Status Report
   H. Facility Leases
   I. Construction Items
      1. Logan Hall Code and Flooring Upgrades – Change Orders
      2. Medical District Paving Repairs – Contractor Recommendation
      3. Aviation Hangar Floor Coating – Contractor Recommendation

III. Action Agenda
   A. Policies
      1. Revision to Board Policy 10.6 – Retention of Data
      2. Revision to Board Policy 5.28 – Special Needs Services
      3. Revision to Board Policy 5.27 – Academic Advising
   B. Academic Services Division Items
   C. Student Services Division Items
   D. Administrative Services Division Items
   E. Information Technology Items
F. Executive Division Items

IV. Information Items
   A. Staff Reports
      1. Academic Services
      2. Student Services
      3. Administrative Services
         a. Position Vacancies and Hires
         b. Construction Progress Update
      4. Information Technology
      5. Executive Division
         a. Review of Agenda Master Calendar
   B. President’s Report
   C. Report from Faculty Senate
   D. Report from Faculty Association
   E. Report from Professional Staff
   F. Report from Facilities Services Council
   G. Chairman’s Report
   H. Secretary’s Report
   I. Foundation Report
   J. Other Board Members’ Reports

V. Strategic Discussion
   A. Medical District Activities

VI. Executive Session
   A. Personnel Matters
   B. Pending/Imminent Legal Matters

VII. Actions from Open/Executive Session
   A. Approval of Personnel Matters

VIII. Adjournment
I. Preliminary Matters
II. Consent Agenda
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Ratify Payments of All Cash Disbursements for February and the February Treasurer’s Report

DATE: March 23, 2022

In accordance with Lincoln Land Community College Board of Trustees Policy 6.1, the following items are available in the President’s Office and Vice President, Administrative Services Office for your review and subsequent action:

A. The Cash Disbursement Register including the Check Register of bi-monthly accounts payable checks, E-commerce refunds, ACH and Wire transactions issued during February, 2022, (payments for purchase order payments, equipment, supplies, lease payments, maintenance agreements, travel in accordance with the Local Government Travel Expense Control Act, employee reimbursements, membership dues, subscriptions, club vouchers, medical claim payments, pre-paid purchase orders, and time sensitive payment due dates – generally, items included under Board Policy 6.6).


MOTION: Ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and Wire transactions issued during February 2022 and ratify the February 28, 2022 Treasurer's Report.
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Out-of-State Travel

DATE: March 23, 2022

<table>
<thead>
<tr>
<th>Name</th>
<th>Meeting</th>
<th>Location</th>
<th>Purpose</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kramer, Ann</td>
<td>Grant’s March</td>
<td>Hannibal, MO</td>
<td>Community Ed Trip</td>
<td>$1,050</td>
</tr>
<tr>
<td>Giles-Brown, Leigh</td>
<td>International Foundation for Sonography Ed. And Research</td>
<td>Costa Mesa, CA</td>
<td>Staff Development</td>
<td>$1,168</td>
</tr>
<tr>
<td>Maskey, Cynthia</td>
<td>Org. for Associate Degree Nursing Board Meeting</td>
<td>Wilmington, NC</td>
<td>OADN will reimburse</td>
<td>$0</td>
</tr>
<tr>
<td>Sanders, Karen</td>
<td>AACC Annual Conference</td>
<td>New York, NY</td>
<td>Administrative Travel</td>
<td>$1,702</td>
</tr>
<tr>
<td>Taylor, Kirsten</td>
<td>MaxFest Conference</td>
<td>St. Louis, MO</td>
<td>Staff Development</td>
<td>$1,512</td>
</tr>
<tr>
<td>Eckert, Trenton</td>
<td>Ellucian Live</td>
<td>Denver, CO</td>
<td>Staff Development</td>
<td>$2,761</td>
</tr>
<tr>
<td>Emmons, Marlene</td>
<td>Institute for Writing and Thinking Conference</td>
<td>Annondale on Hudson, NY</td>
<td>Staff Development</td>
<td>$1,512</td>
</tr>
</tbody>
</table>
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Monthly Training Contract/Clinical Agreement Status Report

DATE: March 23, 2022

The following is the current Training Contract/Clinical Agreement Status Report for LLCC.

The Culinary Institute has entered into a contract with Illinois Women in Leadership to provide a hands-on culinary class at the Bistro Verde. A maximum of 40 people will attend in March.

The Health Professions Department seeks approval to enter into a clinical site agreement with Scott County Nursing for students enrolled in the College’s Certified Nursing Assistant Program. Scott County Nursing Center has facilities suitable for the educational needs of the students.

The Applied and Emerging Technologies Department seeks approval to enter into a cooperative agreement with the Association of Illinois Electric Cooperatives. The AIEC will provide lineman instruction to students enrolled in the program at LLCC.

MOTION: Move to approve the clinical site agreement with Scott County Nursing Center and the cooperative agreement with the Association of Illinois Electric Cooperatives.
<table>
<thead>
<tr>
<th>Contract Title</th>
<th>Brief Description</th>
<th>Contractor</th>
<th>LLCC Dept / Program</th>
<th>Term</th>
<th>Contract Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illinois Women in Leadership Culinary Contract</td>
<td>The Culinary Institute has entered into a contract with Illinois Women in Leadership to provide a hands-on Culinary Class at the Bistro Verde. A maximum of 40 people will attend in March.</td>
<td>Illinois Women in Leadership</td>
<td>Culinary</td>
<td>March 23, 2022</td>
<td>$1,200</td>
</tr>
<tr>
<td>Clinical Site Agreement with Scott County Nursing Center</td>
<td>The Health Professions Department seeks approval to enter into a Clinical Site Agreement with Scott County Nursing Center for students enrolled in the College's Certified Nursing Assistant Program. Scott County Nursing Center has facilities suitable for the educational needs of the students.</td>
<td>Scott County Nursing Center</td>
<td>Health Professions/ Certified Nursing Assistant</td>
<td>March 23, 2022 through Indefinite</td>
<td></td>
</tr>
<tr>
<td>Cooperative Agreement with the Association of Illinois Electric Cooperatives</td>
<td>The Applied and Emerging Technologies Department seeks approval to enter into a Cooperative Agreement with the Association of Illinois Electric Cooperatives. The AIEC will provide lineman instruction to students enrolled in the program at LLCC.</td>
<td>Association of Illinois Electric Cooperatives</td>
<td>Academic Services/ Applied and Emerging Technologies</td>
<td>April 1, 2022 through December 31, 2022</td>
<td></td>
</tr>
</tbody>
</table>
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: CallTower Contact Center Software

DATE: March 23, 2022

Board approval is requested for the three-year support and maintenance contract of CallTower Contact Center software, a cloud-based, SaaS call center system. The Call Center System allows the college to manage incoming/outgoing calls, enhancing quality, routing, and response by providing Call Center Queues, Call Center Group, Quality Management, Workforce Management, and Reporting & Analytics.

**Budget Impact:**

- Total Funds Requested: $130,896
- Source of Funds: Operating Funds
- Projected Revenue: N/A
- Projected Savings: N/A

**Student Learning Impact:**

- **How will proposed agenda item impact student learning?**
  The CallTower Contact Center system will help staff receive and respond to student phone calls more efficiently.

- **How will proposed agenda item be measured?**
  Student satisfaction when contacting LLCC and number of calls attended.

**MOTION:** Move to approve the CallTower Contact Center software three-year support and maintenance contract in the amount of $130,896.
MEMORANDUM

TO: Members, LLCC Board of Trustees
FROM: Charlotte J. Warren
       President
SUBJECT: Watermark Planning and Self-Study Software
DATE: March 23, 2022

Board approval is requested for a five-year agreement with Watermark for their Planning and Self-Study software. The Planning and Self-Study software provides one centralized location for data that results from program review, strategic planning, goal tracking, accreditation, and assessment, and with that data, can provide reports that can be used in our continuous quality improvement efforts to make data-informed decisions. Data collected within the system is viewable by anyone across the institution, enhancing transparency with such work. Additionally, information and data from the college’s existing Watermark products, our catalog and curriculum software, integrate with Planning and Self-Study, increasing the utility of the collection of solutions.

Budget Impact:
Total Funds Requested: $114,919.68
FY 2022: $18,750.00
FY 2023: $22,312.50
FY 2024: $23,428.13
FY 2025: $24,599.54
FY 2026: $25,829.51
Source of Funds: Operating Funds
Projected Revenue: N/A
Projected Savings: N/A

Student Learning Impact:
How will proposed agenda item impact student learning?
Planning and Self-Study provides a user-friendly system by which faculty and staff can track process made towards institutional, departmental, or course-level goals.
How will proposed agenda item be measured?
Successful implementation of this system will be measured by impact on existing institutional processes supported by Planning and Self-Study.

MOTION: Move to approve the annual support and maintenance of the Watermark Planning and Self-study software in the amount of $114,919.68.
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Logan Hall Code and Flooring Upgrades – Change Orders

DATE: March 23, 2022

During the course of any construction project, modifications to the agreement are necessary due to undiscovered conditions, existing conditions, or requests from the owner and the recognition that in any set of contract documents there will be the necessity for clarification.

During construction, it was determined the electrical and data port connections in the floor in Logan Hall classroom L-1119 needed to be relocated to allow for new flooring installation. At our request, R.L. Vollintine Construction Inc. provided labor, equipment, and supervision to complete the additional repairs.

Although, the change orders for this project exceed the available contingency, there is adequate budget available to pay for all the change orders as listed.

Therefore, in keeping with the policies of the Board of Trustees, the following change orders are submitted for ratification.

<table>
<thead>
<tr>
<th>Change Order #</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>G-001</td>
<td>Relocate electrical/data in floor of Logan Hall room L-1119.</td>
<td>$18,702.22</td>
</tr>
<tr>
<td>G-002</td>
<td>Paint L-1119, patch, prep, and paint two coats</td>
<td>$2,076.36</td>
</tr>
<tr>
<td>G-003</td>
<td>Credit for labor to remove classrooms L-1112, L-1114, and L-1115 from project scope. LLCC received material.</td>
<td>($5,067.92)</td>
</tr>
<tr>
<td>G-004</td>
<td>Additional floor prep in L-1119.</td>
<td>$786.20</td>
</tr>
<tr>
<td>G-005</td>
<td>Additional floor prep in L-1116.</td>
<td>$1,207.80</td>
</tr>
<tr>
<td></td>
<td>Total Change Orders:</td>
<td>$17,704.66</td>
</tr>
</tbody>
</table>

Gleckler
### Project Contingency Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount of project contingency</td>
<td>$10,600.00</td>
</tr>
<tr>
<td>Less previously approved change orders</td>
<td>$0.00</td>
</tr>
<tr>
<td>Change order(s) presented for ratification</td>
<td>$17,704.66</td>
</tr>
<tr>
<td>Less other consultant fees/permits to date</td>
<td>$0.00</td>
</tr>
<tr>
<td>Amount of contingency remaining</td>
<td>($7,104.66)</td>
</tr>
<tr>
<td>Plus amount of budget available</td>
<td>$36,070.84</td>
</tr>
<tr>
<td>Amount of budget remaining</td>
<td>$28,966.18</td>
</tr>
</tbody>
</table>

**Budget Impact:**
- **Total Funds Requested:** $17,704.66
- **Source of Funds:** Protection, Health, and Safety
- **Projected Revenue:** N/A
- **Projected Savings:** N/A

**Student Learning Impact:**
- **How will proposed agenda item impact student learning?**
  By improving the physical environment in which instruction, study and leisure activities take place.

- **How will proposed agenda item be measured?**
  This project will be measured first by completion within the predetermined budget and time allotted for completion, and then by the satisfaction of the users and stakeholders.

**MOTION:** Move to ratify the listed change orders in the amount of $17,704.66 for the Logan Hall Code and Flooring Upgrades as presented.
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
        President

SUBJECT: Medical District Paving Repairs – Contractor Recommendation

DATE: March 23, 2022

Sealed proposals were requested for the Medical District Paving Repairs project. Sealed proposals were received by the Construction Manager’s Office on March 1st. The scope of the project includes milling and resurfacing the parking lot to remediate sink hole issues and improve ADA parking.

A tabulation of those proposals are as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Base Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>S&amp;W Contractors of Illinois, Inc.</td>
<td>$106,704</td>
</tr>
<tr>
<td>Riverton, IL</td>
<td></td>
</tr>
</tbody>
</table>

The following companies were issued bid documents but chose not to submit a proposal: Kinney Contractors Inc., Raymond, IL, PH Broughton & Sons, Inc., Springfield, IL, Truman L. Flatt & Sons, Springfield, IL.

As required by section 6.4 of the LLCC Board Policy, an advertisement for public bid was published in the Sunday, February 13, 2022, edition of the State Journal Register.

The above proposals are within the project budget established during the project development process.

Budget Impact:
- Total Funds Requested: $117,404
  ($106,704 Bid Amount + $10,700 Contingency)
- Source of Funds: Protection, Health & Safety
- Projected Revenue: N/A
- Projected Savings: N/A

Student Learning Impact:

Glecker
How will proposed agenda item impact student learning?
By improving the physical environment in which instruction, study, administrative and leisure activities take place.

How will proposed agenda item be measured?
This project is measured first by completion within the predetermined budget and time allotted for completion, and then by the satisfaction of the users and stakeholders.

MOTION: Move to approve the base bid in the amount of $106,704 from S&W Contractors of Illinois, Inc. and to establish a project contingency in the amount of $10,700, for an aggregate amount of $117,404 to complete the Medical District Paving Repairs Project at the Medical District.
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Aviation Hangar Floor Coating – Contractor Recommendation

DATE: March 23, 2022

Sealed proposals were requested for the Aviation Hangar Floor Coating project and were received by the Construction Manager’s Office on March 4th. The scope of the project removal of existing floor coating and preparation of existing floor as necessary for installation of new Resinous Floor Coating at the Levi, Ray and Shoup Aviation Center.

A tabulation of those proposals are as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Base Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Berra Specialty Contractors, Inc. dba Missouri Terrazzo Company St. Louis, MO</td>
<td>$131,886</td>
</tr>
<tr>
<td>R.L. Vollintine Construction Co., Inc. Springfield, IL</td>
<td>$146,000</td>
</tr>
<tr>
<td>Technicote Inc. St. Charles, MO</td>
<td>$157,335</td>
</tr>
</tbody>
</table>

As required by section 6.4 of the LLCC Board Policy, an advertisement for public bid was published in the Sunday, February 20, 2022, edition of the State Journal Register.

The above proposals are within the project budget established during the project development process.
Budget Impact:
Total Funds Requested: $145,086  
($131,886 Bid Amount + $13,200 Contingency)
Source of Funds: Small Projects
Projected Revenue: N/A
Projected Savings: N/A

Student Learning Impact:
How will proposed agenda item impact student learning?
By improving the physical environment in which instruction, study, administrative and leisure activities take place.

How will proposed agenda item be measured?
This project is measured first by completion within the predetermined budget and time allotted for completion, and then by the satisfaction of the users and stakeholders.

MOTION: Move to approve the base bid in the amount of $131,886 from Berra Specialty Contractors, Inc. dba Missouri Terrazzo Company and to establish a project contingency in the amount of $13,200, for an aggregate amount of $145,086 to complete the Aviation Hangar Floor Coating Project at LLCC’s Levi, Ray and Shoup Aviation Center.
III. Action Agenda
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Revision to Board Policy 10.6 – Retention of Data

DATE: March 23, 2022

The following is a proposed change to Board Policy 10.6 – Retention of Data:

Revise and change Board Policy 10.6 – Retention of Data to Board Policy 10.6 - Data Governance, Retention and Deletion.

This change was presented last month for a first reading and is submitted for Board approval this evening.

Policy Statement: Due to the architecture of the various technology resources, electronic stored information (ESI) may be retained in various locations, i.e., individual network storage, shared network storage, local storage, telecommunications devices, etc.

Retention of ESI is subject to the Local Records Act and ESI constituting a local record under that Act shall be retained for the periods provided for by the Local Records Commission.

LLCC currently has in place a back-up system that operates nightly to back-up or save ESI on its system. Such ESI is saved for approximately three months, though such time period is governed by available space and may be longer or shorter depending on space used. Only ESI located in individual and shared network storage will be routinely back up by ITS. Back-ups are to be used for system recovery purposes only. ESI located on portable devices or local storage will not be backed up. Users are responsible for backing up files stored in local drives.

Users who have a need to save information for a longer period and in a more accessible manner should save such information in individual network storage. Users should contact the Help Desk for assistance.

Policy Statement: The College will ensure that its institutional data is effectively managed through a data governance structure, and that such efforts support the goals of the College.
The College’s document infrastructure will provide the ability to define and enforce document retention and deletion timeframes in accordance with local document retention mandates and College guidelines.

The College will provide a data backup system for mission critical systems as part of its Disaster Recovery and Business Continuity Plan.

**MOTION:** Move to approve changes to Board Policy 10.6 – Retention of Data.
MEMORANDUM

TO:       Members, LLCC Board of Trustees

FROM:     Charlotte J. Warren
          President

SUBJECT:  Revision to Board Policy 5.28 – Special Needs Services

DATE:     March 23, 2022

The following is a proposed change to Board Policy 5.28 – Special Needs Services:

Revise title of Board Policy 5.28 – Special Needs Services to Board Policy 5.28 - Accessibility Services.

Additionally, the following changes to policy language to reflect more current terminology and processes around accessibility services.

Support services shall be provided to students with special accommodation needs including those with disabilities. To be eligible for support accessibility services, a student shall provide paperwork that specifically documents the nature of the special need documentation regarding the specific nature and effect to a major life activity.

This change is being presented for a first reading tonight. No action is required at this meeting. With Board concurrence, we will return this policy to you for action at the regularly scheduled April 2022 meeting of the Board.
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Revision to Board Policy 5.27 – Academic Advising

DATE: March 23, 2022

The following is a proposed change to Board Policy 5.27 – Academic Advising:

Revise title of Board Policy 5.27 – Academic Advising to Student Success Coaching.

Additionally, the following changes to policy language to reflect more current terminology and processes.

Policy Statement: Currently enrolled and prospective students shall be offered services and information regarding their academic program and study. Students shall be assigned a Student Success Coach to assist them in co-creating an educational plan in order to achieve their goals. Through this supportive relationship, students are offered information, resources, and guidance to help them make meaningful decisions about their educational goals.

This change is being presented for a first reading tonight. No action is required at this meeting. With Board concurrence, we will return this policy to you for action at the regularly scheduled April 2022 meeting of the Board.
IV. Information Items
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
       President

SUBJECT: Position Vacancies and Hires

DATE: March 23, 2022

POSITION VACANCIES

Classified
Building Custodian (FT)
Building Custodian, LLCC Beardstown (PT)
Education Service Representative, LLCC Taylorville (PT)
IT Trainer/Technical Writer (FT)
Mechanical Maintenance Technician (FT)
Purchasing Coordinator (FT)

Professional
Academic Support Programs Coordinator (FT)
Chemical Hygiene Officer and Laboratory Supervisor (FT)
Child Development Teacher (FT)
Employee Benefits & Retention Coordinator (FT)
IT Project Manager (FT)
IT Security and Assurance Manager (FT)
Truck Driver Training Specialist – 2 (FT)

Administrator
Dean, Social Sciences & Business (FT)
Program Director, Industrial Maintenance and Electrical (FT)

Faculty
Agriculture Instructor
Basic Nurse Assistant Instructor
Biology Instructor
Business & Accounting Instructor
Communication Instructor
Computer Science Instructor (2)
Criminal Justice Instructor
Mathematics Instructor
Nursing Instructor (3)
NEW HIRES
Jacob Dinardo  Network Administrator  03/14/2022
John Fremi  Instructional Designer  04/01/2022
Jennifer Jones  Grounds Maintenance Worker  03/08/2022
Tim Pierson  Truck Driver Training Specialist  03/01/2022

RESIGNATIONS
Doris Williams  Concurrent Enrollment Specialist  03/25/2022
Shannon Wyzard  Course Materials Coordinator  03/15/2022
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
       President

SUBJECT: Construction Progress Update

DATE: March 23, 2022

Attached is the current Construction Project Status Report for LLCC. It includes all projects that are currently underway, projects that have formal plans and available funding but are not yet underway, and projects that have been requested for state funding but have no formal plans or available funding. The following information is intended to provide a brief overview of the progress of each of the projects since the previous Board Meeting:

PHS Projects – FY21

   Logan Hall Code and Flooring Upgrades
   This project is substantially complete, we are awaiting closeout documents.

   Main Campus Exterior Lighting Upgrades Phase 1
   The project is under way.

   Montgomery Hall Reheat Replacement
   This project is complete.

   Security Camera Updates Phase 2
   The project is under way.

   Water Infiltration Remediation Main Campus Phase 2
   Development of construction documents is underway. We anticipate the project to bid and work to begin in Spring/Summer 2022.

   Wayfinding Phase 2
   This project remains 75% complete.

PHS Projects – FY22

   Main Campus Exterior Lighting Upgrade Phase 2
   Development of construction documents is underway.
Medical District Lighting, Flooring, Water Infiltration
The project is under way.

Medical District Paving Repairs
Our recommendation is before you tonight.

Sangamon Hall Chiller Repairs and Upgrades
We are confirming scope needs with Facilities and anticipate the work to begin later this Spring.

FY22 Small Projects

Aviation Hangar Floor Coating
Our recommendation is before you tonight.

Jacksonville Office Renovations
The project is under way.

Renovation of Microbiology Lab in Sangamon 2313
The project is under way.

Deferred Maintenance Capital Project (CDB Managed)

Generators for South Side of Main Campus
The project is under way. Due to long lead times for generators, we anticipate work to start in Summer 2022 in preparation for generators to arrive in Fall 2022.

Exterior Door Security Upgrades
Project scope review is ongoing. CDB will set the schedule for bidding and project award (anticipated to be in Spring/Summer 2022).

2019 Bond/Kreher Farm Perpetual Charitable Trust

Agriculture Classroom and Lab Building
Phase 2 – The project remains approximately 99% complete. We are awaiting closeout documents.

LLCC/Memorial Nursing Education Partnership Gift

Nursing Renovation at Montgomery Hall
This project is substantially complete. We are awaiting closeout documents.

Capital Renewal Project

Renovate and Expand Student Services (CDB Managed)
Project design is ongoing. CDB will set the schedule for bidding and project award (anticipated to be in Spring/Summer 2022).
Illinois Green Economy Network (IGEN) Project

Litchfield Interior Lighting Upgrades
This project is substantially complete. We are awaiting closeout documents.

Higher Education Emergency Relief Funds (HEERF)

Classroom Renovations in Menard, Millennium, and Logan Hall
This project is complete.

Infrastructure

Main Campus & Child Development Center Paving Repairs
This project is substantially complete. We are awaiting closeout documents.

Restricted O & M

Renovate Millennium and Lower-level Sangamon
Development of construction documents is underway. We anticipate bidding later in Spring 2022.
# Agenda Master Calendar

<table>
<thead>
<tr>
<th>April 2022</th>
<th>May 2022</th>
<th>June 2022</th>
<th>July 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seating of Student Trustee</td>
<td>Employee Recognition 5/12/22</td>
<td>Summer Adjunct Faculty Listing</td>
<td>FY23 Tentative Budget</td>
</tr>
<tr>
<td>Foundation Gala 4/23/22</td>
<td>Commencement 5/13/22</td>
<td>Budget Workshop</td>
<td>Board Meeting 7/27/22</td>
</tr>
<tr>
<td>Student Recognition 4/26/22</td>
<td>Board Meeting 5/25/22</td>
<td>Board Meeting 6/22/22</td>
<td></td>
</tr>
<tr>
<td>Board Meeting 4/27/22</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>August 2022</th>
<th>September 2022</th>
<th>October 2022</th>
<th>November 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board Meeting 8/24/22</td>
<td>Budget Adoption/Public Hearing</td>
<td>Financial Audit Review</td>
<td>Board Meeting 11/16/22</td>
</tr>
<tr>
<td></td>
<td>Fall Adjunct Faculty Listing</td>
<td>PHS Projects</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Board Meeting 9/28/22</td>
<td>Board Meeting 10/26/22</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>December 2022</th>
<th>January 2023</th>
<th>February 2023</th>
<th>March 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adopt CY22 Property Tax Levy</td>
<td>Spring Adjunct Faculty Listing</td>
<td>Sabbatical Leaves</td>
<td>Administrative Positions</td>
</tr>
<tr>
<td>Board Meeting 12/12/22</td>
<td>General Obligation Alternate Bond Levy Abatement</td>
<td>Approval of Faculty Positions</td>
<td>Board Meeting 3/22/23</td>
</tr>
<tr>
<td></td>
<td>Board Meeting 1/25/23</td>
<td>Faculty Tenure &amp; Continuing Employment Recommendations</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board Meeting 2/22/23</td>
<td></td>
</tr>
</tbody>
</table>

|                           |                               |                              |                              |
V. Strategic Discussion
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
      President

SUBJECT: Medical District Activities

DATE: March 23, 2022

Paula Luebert, Assistant Vice President, Corporate/Government Training, will present an overview of the new programs offered through the Lincoln Land Community College Medical District. She will also discuss two new, exciting partnerships with SIU School of Medicine and Bunn-O-Matic Corporation.