The regular meeting of the Board of Trustees of Lincoln Land Community College, Illinois Community College District #526 was held on Wednesday, August 24, 2022 at 5:15 p.m. in the Robert H. Stephens Room with Chairman Elmore presiding.

I. Preliminary Matters

A. Roll Call

Members present were Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel, Mr. Holaway, Ms. Raymond, and Mr. Rosenthal.

MOTION NO. 8-24-22-1:

Mr. Rosenthal moved allow Dr. Davis to join the meeting via phone. Ms. Raymond seconded.

Upon roll call vote, those members voting aye were Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, Ms. Raymond, and Mr. Rosenthal. PASSED

B. Pledge of Allegiance

Ms. Raymond led the audience in the pledge of allegiance.

C. Adoption of Agenda of the August 24, 2022 Meeting

MOTION NO. 8-24-22-2:

Mr. Fulgenzi moved to adopt the agenda of the August 24, 2022 meeting. Ms. Raymond seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, Ms. Raymond, and Mr. Rosenthal. PASSED

D. Introductions and Recognitions

Dr. Warren introduced Ms. Kelli Sinclair, the new Vice President, Student Services.

E. Hearing of Citizens - None
II. Consent Agenda

MOTION NO. 8-24-22-3:

Mr. Rosenthal moved to:

- approve the minutes of the regular meeting of July 27, 2022;
- ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and wire transactions issued during July 2022 and ratify the June 30, 2022 & July 31, 2022 Treasurer’s Report;
- approve out-of-state travel;
- ratification of the attached resolution permanently transferring from the Education Fund $2,500,000 to Operations and Maintenance Restricted Fund, $274,056.89 to the Auxiliary Fund, $6,945,139.50 to the Restricted Fund and from the Operations and Maintenance Fund $1,834,376.52 to the Operations and Maintenance Restricted Fund and $40,000 to the Restricted Fund;
- approve the clinical affiliation agreements with Pana Community Hospital, Orthopedic Center of Illinois, and EmpowerMe Wellness;
- approve the three-year service agreement with Freshworks at a total cost of $48,060;
- ratify the FY23 IGEN Jacksonville Lighting Project Grant in the amount of $183,072 and the FY23 IGEN Electric Vehicle Charging Stations Project Grant in the amount of $8,500;
- ratify the listed change orders in the amount of $83,618 for Evans Construction Co. for Phase 2 of the Agriculture Classroom and Lab Building Project as presented;
- ratify the listed change orders in the amount of $33,495.29 for B&B Electric Inc. for the Main Campus Exterior Lighting Upgrades Phase 1 project as presented;
- and modify the existing agreement with GHR Engineers and Associates, Inc. for the Main Campus Exterior Lighting Upgrades Phase 1 Project, for an additional $2,410.

Mr. Gates seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, Ms. Raymond, and Mr. Rosenthal. PASSED

III. Action Agenda

A. Policies

1. Revision to Board Policy 5.12 – Course Prerequisites and Corequisites/Evaluation of Student Skills

The following is a proposed change.

Policy Statement: Students shall be responsible for meeting prerequisites and corequisites. At any time prior to the tuition-refund deadline each term students may be dropped from a class for failure to meet prerequisites or corequisites. Prerequisites and corequisites are stated with course descriptions in the College catalog and they are included in the schedules published each term.
In order to promote student success, the College shall, where appropriate, evaluate the academic preparation of enrolling students. Placement test results shall be used to advise students and, in some cases, to place them properly in courses. A multiple measures approach, which can include high school GPA, GED scores, ACT/SAT scores, and placement testing, will be used to advise students and place students in appropriate courses.

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

**MOTION NO. 8-24-22-4:**

Mr. Gates moved to approve revisions to Board Policy 5.12 – Course Prerequisites and Corequisites/Evaluation of Student Skills. Mr. Holaway seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, Ms. Raymond, and Mr. Rosenthal. PASSED

2. Revision to Board Policy 1.2 – Mission and Purpose Statement

The following is a proposed change to Board Policy 1.2 -Mission and Purpose Vision Statement

**Policy Statement:** The mission of Lincoln Land Community College is to transform lives and strengthen our communities through learning. This direction is inspired by our guiding vision: Lincoln Land Community College aspires to provide high quality learning experiences for all seeking to improve their knowledge and skills while serving as a catalyst for economic growth that enriches our communities. improve the lives of district citizens by providing quality educational programs and service that are accessible and affordable to individuals and responsive to individual and community needs. Included herein are:

- Programs leading to certificates and occupational and transfer degrees
- Workforce training and economic development
- College preparatory, continuing, and adult education
- Community-based programs and services

This mission statement emanates from the belief that there are certain principles values Lincoln Land Community College embraces:

- Diversity & Equity
- Affordability
- Collaboration
- Teaching & Learning
- Agility
- Integrity
- The inherent dignity and worth of all individuals
- A set of commonly shared core values which include honesty, responsibility, compassion, respect, and fairness
- The importance of life-long learning
Lincoln Land Community College is committed to the following purposes: using its mission, vision, and values to serve its communities and to drive offerings in:

- Programs leading to transfer degrees, occupational degrees, and certificates
- Workforce training and economic development
- College preparatory, continuing, and adult education and
- Community based programs and services
- Providing, enhancing, and sustaining a student-centered learning environment founded upon the commitment to innovative instruction, small class size and personalized attention from faculty
- Measuring student achievement systematically with the goal of enhancing student learning and success
- Maintaining a quality broad-based General Education program
- Providing the developmental and preparatory courses to learn the skills necessary for college-level work
- Assisting with the economic development of the community through public association, business partnerships, career development and through occupational, vocational, and customized training
- Preserving the practice of open admission
- Offering opportunities for life-long learning and other educational experiences to all citizens of the district
- Collaborating with businesses, community organizations, social service agencies, governments, and schools to address district needs
- Encouraging students to lead healthy, responsible, and productive lives that include community service, responsible citizenship, personal growth, appreciation of the arts, physical exercise, leisure activities, environmental awareness, and meaningful social interaction.

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 September 2022 meeting of the Board.

B. Academic Services Division Items - None

C. Student Services Division Items – None

D. Administrative Services Division Items - None

E. Information Technology Items – None

F. Executive Division Items – None

IV. Information Items

A. Staff Reports

1. Academic Services – None

2. Student Services – None
3. Administrative Services
   a. Position Vacancies and Hires
      This item has been updated.
   b. Construction Progress Update

4. Information Technology – None

5. Executive Division
   a. Review of Agenda Master Calendar

B. President’s Report

Dr. Warren gave an update on the enrollment numbers for Fall and advised that we are continuing to recruit for the second 8-week module.

She also reported that a lunch meeting is scheduled with the Beardstown area community leaders to have a conversation regarding our services in that region.

Fall semester is underway. Employees kicked off the year Friday with Convocation and a late afternoon get-together with food and music. We have been welcoming students this week, helping them find their classes and offering food, giveaways, and activities. Today’s “Cookout with Cops” was a hit, with police officers, Student Life and Phi Theta Kappa honor society members cooking and sharing a free lunch with students.

Earlier this month, we held a press event in which Dr. Warren signed a new agreement with UIS to enhance our partnership. The agreement ensures a smooth transition for LLCC students to complete bachelor's degrees at UIS. Our transfer graduates will be admitted to UIS as juniors and be eligible for priority registration and scholarships.

Yesterday, we acknowledged another donation of large equipment to our diesel technology program. JX Truck Center of Bloomington delivered a Cummins engine as a hands-on teaching tool, and they look forward to hiring our graduates. The diesel tech associate degree program begins next fall.

As Brenda Elliott outlined last month, we have partnered with Memorial Health to offer a one-year, Department of Labor approved, paid apprenticeship program to train sterile processing technicians. There are currently four of our sterile tech students who are applying for the apprenticeship. If accepted, they will receive on-the-job, paid training at Memorial Health, with a job targeted upon successful completion of the one-year apprenticeship.

Our aviation program had many visitors over the weekend as host of a B-25 World War Two aircraft, brought to our facility by the Experimental Aircraft Association.
Meanwhile, our recruitment and aviation staff wrapped up a successful display at the State Fair as part of the STEAM (Science, Technology Engineering and Math) exhibit. Ag and athletic students also helped in various areas of the fair, and culinary Instructors presented demonstrations.

C. Report from Faculty Senate

Members of the 2022-2023 Faculty Senate Executive Committee introduced themselves: Jennie O'Malley – President, Justin Cobb – Secretary, Eric Stachera – Vice President, and Karen Sisk – Lead Senator

D. Report from Faculty Association

Mr. Roers reported that the retired faculty plaque is now hanging on the wall by the library. The Faculty Association will keep this plaque updated. He also thanked everyone who attended the after party at Commencement and finally invited board members to visit classrooms.

E. Report from Classified Staff - None

F. Report from Professional Staff – None

G. Report from Facilities Services Council – None

H. Chairman’s Report

Mr. Elmore thanked the administration for arranging the Child Development Center tour. He also asked that Dr. Warren arrange social media training for all board members.

I. Secretary’s Report – None

J. Foundation Report

Ms. Sanders invited the board to attend the “Around the World” Dinner Kit Pickup event to be held on October 7, 2022.

K. Other Board Members’ Reports

Mr. Harris-Patel reported that the student government is currently working on polling students to see if there are any issues that are of concern to them.

V. Strategic Discussion

A. Electrical Lineman Distribution Program

Workforce Institute Dean, Nancy Sweet gave a brief presentation on the Lineman Program and LLCC’s relationship with the Association of Illinois Electrical Cooperatives (AIEC), including AIEC’s support for the program, recent changes and growth, and plans for the future. Partnering with her in the presentation were:
Duane Noland, President, and CEO, AIEC
Jim Miles, VP Safety, Training, and Loss Control, AIEC
Thad France, Manager of Lineworker and Apprentice Development, AIEC
Tim Hemburger, Manager of Operations and Maintenance, Rural Electric Convenience Coop

VI. Executive Session

MOTION NO. 8-24-22-5:
Dr. Davis moved to hold an executive session for the purposes of discussing personnel matters and pending/imminent legal matters. Mr. Fulgenzi seconded.

Those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, Ms. Raymond, and Mr. Rosenthal. PASSED

MOTION NO. 8-24-22-6:
Ms. Raymond moved to return to open session at 6:33 p.m. Mr. Holaway seconded.

Those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, Ms. Raymond, and Mr. Rosenthal. PASSED

VII. Actions from Executive Session

None

VIII. Adjournment

There being no further business before the Board, the meeting adjourned at 6:34 p.m.

Chairman Elmore

Secretary Raymond
RESOLUTION
AUTHORIZING THE TRANSFER OF THE FOLLOWING FUNDS

WHEREAS, the Board of Trustees of Community College District No. 526, Counties of Bond, Cass, Christian, DeWitt, Fayette, Greene, Logan, Macon, Macoupin, Mason, Menard, Montgomery, Morgan, Sangamon, Scott, and State of Illinois budgeted for the transfer of funds; and

WHEREAS, the amount of FY 2022 budgeted education funds is $282,906.

WHEREAS, the amount of FY 2022 budgeted operation and maintenance funds is $302,586.

WHEREAS, the Public Community College Act provides authorization for the transfer of excess funds in the Operating Funds to the Restricted Fund, Auxiliary Fund and Operations and Maintenance Restricted Fund; and

NOW, THEREFORE BE IT RESOLVED, that the Treasurer of this District is hereby directed to transfer $1,874,376.52 from the Operations and Maintenance Funds to the Operations and Maintenance Restricted Fund of $1,834,376.52 and $40,000.00 to the Restricted Fund and transfer 9,719,196.39 from the Education Fund to the Operations and Maintenance Restricted Fund of $2,500,000.00, $274,056.89 to the Auxiliary Fund and $6,945,139.50 to the Restricted Fund.

Signature ____________________________
(Board Chair)

Witness _______________________________
(Board Secretary)