

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
LINCOLN LAND COMMUNITY COLLEGE
ILLINOIS COMMUNITY COLLEGE DISTRICT #526**

The regular meeting of the Board of Trustees of Lincoln Land Community College, Illinois Community College District #526 was held on Wednesday, October 25, 2023 at 5:15 p.m. in the Robert H. Stephens Room with Vice Chairman Rosenthal presiding.

I. Preliminary Matters

A. Roll Call

Members present were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Ms. Herzog, Mr. Holaway, Ms. Enz (Raymond) and Mr. Rosenthal. Mr. Gates was absent.

B. Pledge of Allegiance

C. Adoption of Agenda of the October 25, 2023 Meeting

MOTION NO. 10-25-23-1:

Mr. Fulgenzi moved to adopt the agenda of the October 25, 2023, meeting. Mr. Elmore seconded.

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

D. Introductions and Recognitions - None

E. Hearing of Citizens - None

II. Consent Agenda

MOTION NO. 10-25-23-2:

Mr. Elmore moved to:

- approve the minutes of the regular meeting of September 27, 2023;
- ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and Wire transactions issued during September 2023 and ratify the September 30, 2023 Treasurer's Report;
- approve out of state travel;
- approve the clinical site agreement with Litchfield Health and Rehab Center and the clinical site agreement with Pana Health and Rehab Center;
- approve the one-year agreement for E2E Advising at a total cost of \$31,500;
- approve the three-year agreement with Global Water Technology, Inc. in the amount of \$28,473.84;
- ratify the application for the Perkins Innovation and Modernization Grant in the amount of \$837,500 and
- approve the base bid from CAD Construction, Inc. in the amount of \$568,500 to complete the Baseball Dugout Code Compliance Upgrades Project at LLCC's Main Campus pending successful negotiation of deductive change orders to reduce the project cost to the available budget.

Dr. Davis seconded.

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

III. Action Agenda

A. *Policies* - None

B. *Academic Services Division Items* - None

C. *Student Services Division Items* – None

D. *Administrative Services Division Items*

1. Approval of FY24 Protection, Health, and Safety Projects

Attached is a resolution for each of the projects listed below as Protection, Health, and Safety Projects. Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB.

The budgets for the projects include additional contingency (above and beyond what is typically included) to allow for unknown issues due to inflation and supply chain delays.

Project Title	Cost Estimate
Interior Wayfinding Phase 1: Install new interior wayfinding in Menard Hall (including new Student Services), Sangamon Hall, and A. Lincoln Commons.	\$248,200
Jacksonville Storefront & Exterior Wayfinding: Replace storefront including exterior doors and windows with energy efficient materials, improve ADA accessibility, and upgrade exterior wayfinding signage on building.	\$374,300
Mechanical Upgrades: Upgrade hot water expansion tanks in Sangamon Hall South, install redundant refrigeration system in Workforce Careers Center, and replace condensing unit at Jacksonville.	\$434,600
Security Alarm & Secure Access Upgrades Phase 2: Install exterior door access control and upgrade security alarm systems as needed at Maintenance Building at the Main Campus, Child Development Center, Jacksonville, Litchfield, Levi, Ray and Shoup Aviation Center, and Taylorville.	\$532,900
Softball Dugout Code Compliance Upgrades: Replace existing dugouts and upgrade protective netting/fencing, accessibility, mechanical, electrical, plumbing and site improvements to meet current code requirements at the softball field.	\$400,000
Total PHS Projects	\$2,000,000

MOTION NO. 10-25-23-3:

Mr. Fulgenzi moved to approve the resolutions authorizing the listed projects to be undertaken as Protection, Health, and Safety (PHS) projects for Fiscal Year 2024. Mr. Holaway seconded.

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

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

The item has been updated.

- b. Construction Progress Update
 - c. Monthly Financial Report
4. Information Technology – None
5. Advancement Office – None
6. Executive Division
 - a. Review of Agenda Master Calendar

B. President's Report

We held a press event to announce a more than \$500,000 gift from Roland Machinery Co. of Springfield to our diesel tech program. The diesel tech lab and classroom have been named in honor of the Roland family. Roland Machinery Co. has been with us from the beginning, as we explored the idea of offering a diesel technologies program. They assisted us in developing the curriculum and provided support that ensured our program would succeed. Thanks To Chair Gates, Vice-Chair Rosenthal and Trustee Davis for attending.

Also, Governor J. B. Pritzker announced LLCC's partnership with the Illinois Department of Innovation and Technology to provide a paid training program to grow and diversify the state's tech workforce. We developed the curriculum that will be offered through the office of Continuing, Corporate and Professional Education for participants selected by DoIT. Trainees will receive a minimum yearly salary of \$54,000 while pursuing tracks in cybersecurity, networking, coding and database, end user computing or enterprise infrastructure. DoIT will host a recruitment event on our campus Nov. 7 from 10 a.m. to 2 p.m.

Thanks to the efforts of Dr. Chris McDonald over the past several years we have grown our collaboration with the World Affairs Council of Central Illinois. We now have two members on their board, Dean Kalith Smith and Professor McDonald. Today, we hosted a presentation and public forum on "The Future of U.S. Diplomacy," led by Ambassador Charles Ray, who had a 30-year career as an ambassador to China, Thailand, Sierra Leone and Vietnam. The ambassador also met with our Honors Program Leadership Class taught by Dr. McDonald. Earlier in the month, a former U.S. Ambassador to Peru who was in Springfield for a World Affairs Council event spoke to an LLCC macro economics class, and several of our students attended a dinner with him.

The college was closed to students on October 6 for Institutional Improvement Day. Faculty and staff met in department and divisions to discuss their work and to have discussions on "what's next."

Vice-Chair Rosenthal, Secretary Enz and Trustee Davis attended the American Association of Community Colleges annual meeting.

We've hosted many activities this month, including a new, and very popular one: the "Fear 101" haunted house sponsored by the LLCC Police Department and built and decorated with the help of LLCC construction and art students. Several hundred attended the haunted house on Friday the 13th and this past Friday, attendance grew to more than 500. This weekend, the haunted house is open Friday from 6:30-11 p.m., and Saturday, a lights-on version will be from 4-6 p.m. followed by the regular version from 6:30-11 p.m.

Other October events included: The 19th Annual Multicultural Fest, National Hispanic Heritage Month, Day of the Dead Fiesta, World Mental Health Day with resources, assessments and activities for students and employees, Domestic Violence Month awareness activities, Banned Books reading, Health and Wellness Fair and most recently Dr. Jason Dockter and Dr. Warren attended the Phi Theta Kappa Honor Society Fall Induction.

A new service available through Academic Innovation and eLearning is the Student Technology Center in the lower level of the library. The space is designed to support students who may not have a strong technical background or who require additional support getting started with a technology-based assignment.

Bistro Verde, run by culinary students, has reopened for casual, full-service dining from 11 a.m.-1 p.m. Tuesdays through Thursdays through Nov. 16 (closed Nov. 7 for Professional Development Day.)

Several of us made presentations at conferences this month: Karen Sanders, vice president, advancement and executive director, LLCC Foundation; Josh Collins, assistant vice president, business relations; Dr. Nancy Sweet, dean, Workforce Institute and I presented on college/employer partnerships at the National Council for Workforce Education conference in Baltimore.

Julie Clevenger, executive director, Center for Academic Success, and Tiffany Elliott, academic support program coordinator, presented on embedded tutoring at the International College Learning Center Association conference in Portland, Oregon.

Lynn Whalen, chief communications officer, presented on community college marketing at the National Council for Marketing and Public Relations (NCMPR) regional conference in St. Louis

Dr. Warren served on a panel about educational leadership for the Leadership Springfield class.

Several recognitions and awards: Dr. Cynthia Maskey, dean, health professions, was named a 2023 honorary inductee into the Academy of Associate Degree Nursing.

The Taylorville CNA program "aced" an unannounced, state monitoring visit and was awarded an outstanding certificate of achievement.

Public Relations and Marketing won the gold and silver Medallion Awards at the NCMPR regional conference.

We were just awarded \$25,000 from AT&T for digital literacy and will be putting plans in place to offer free digital literacy classes in 2024 through Continuing, Corporate and Professional Education.

Dr. Warren asked the board if the January meeting could be changed to Monday, January 22, 2024 as the date conflicts with another meeting. All approved.

And lastly, we said goodbye to Lynn Whalen as she retires at the end of the month. Sadly, she was not able to attend the meeting.

C. Report from Faculty Senate

Faculty Senate is working on the student grievance procedure. They are also surveying faculty about a faculty award like the Master Teacher award. Lastly, the student trustee attended their meeting to discuss how to better our mental health services on campus.

D. Report from Faculty Association - None

E. Report from Classified Staff – None

F. Report from Professional Staff - None

G. Report from Facilities Services Council - None

H. Chairman's Report

Vice Chair Rosenthal indicated that the state legislators are reviewing the SNAP program.

I. Secretary's Report

Ms. Enz (Raymond) reported that she attended the under 45 caucus at the ACCT Leadership Congress and will be attending the ICCTA meeting in November in Schaumburg.

J. Foundation Report

Ms. Sanders stated that the scholarship application for the 2024-2025 academic year will be open from November 15, 2023 through February 15, 2024. LLCC's Giving Day online fundraising event will be held on November 15. Alumni, students, faculty, staff and friends of LLCC are encouraged to participate.

K. Other Board Members' Reports

Ms. Herzog reported that she had a meeting with ICCB Student Advisory Committee's Advocacy Day Committee. They intend to bring topics such as mental health awareness, DEI and college affordability to discuss with state representatives. Their next meeting will

be at John A. Logan Community College in November. The SGA is doing a retreat to discuss goals and to work on team building skills. Ms. Herzog was recently inducted into Phi Theta Kappa and also attended the Faculty Senate meeting to discuss how to better our mental health services on campus.

Dr. Davis stated that she attended sessions on Workforce at the ACCT Leadership Congress.

V. Strategic Discussion

A. Accessibility Services

Kim Eddings, Director Accessibility Services provided an overview of the accessibility services available to students.

VI. Executive Session

MOTION NO. 10-25-23-4:

Dr. Davis moved to hold an executive session for the purposes of discussing personnel matters, collective bargaining agreement and pending/imminent legal matters. Ms. Enz (Raymond) seconded.

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

MOTION NO. 10-25-23-5:

Dr. Davis moved to return to open session at 6:12 p.m. Mr. Elmore seconded.

Those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz (Raymond), and Mr. Rosenthal. PASSED

VII. Actions from Executive Session


MOTION NO. 10-25-23-6:

Dr. Davis made a motion to approve the attached personnel matters, Mr. Holaway seconded.

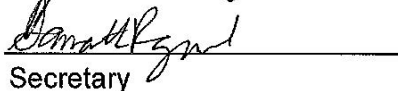
Those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz (Raymond), and Mr. Rosenthal. PASSED

VIII. Adjournment

There being no further business before the Board, the meeting adjourned at 6:13 p.m.



Chairman



Secretary

**Resolution to Approve Protection, Health, and Safety Project for
Interior Wayfinding Phase 1**

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Lincoln Land Community College District #526, is authorized to complete necessary projects dealing with health or safety of students, employees, or visitors; and

WHEREAS, there is a need for repair and alteration of certain facilities of Lincoln Land Community College District #526; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to levy a tax to pay for such repairs or alterations upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such repairs and alteration; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects to sell protection, health, and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the Board has received reports from a licensed professional architect or engineer that there are the following projects at Lincoln Land Community College which require repair and alterations, as defined in ICCB Rule 1501.601; and

WHEREAS, the project recommended for repair and alteration is Interior Wayfinding Phase 1, in the amount of \$248,200.

WHEREAS, the Board certifies this project meets the requirements of 805/3-20.3.01 of the Public Community College Act and is necessary for energy conservation, health or safety, environmental protection, or accessibility for the Disabled and is not a routine maintenance project.

NOW, be it resolved by the Board of Trustees of Lincoln Land Community College District #526, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the project set forth above require alterations or repairs and are necessary to remove a health or safety hazard to students, employees, or visitors of Lincoln Land Community College District #526.
3. There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.
4. The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with Recital C as stated above, in the total dollar amount of \$248,200.
5. Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced, and no application forms need to be submitted to ICCB.

Signature _____
Chair of Board

Witness _____
Secretary of Board

**Resolution to Approve Protection, Health, and Safety Project for
Jacksonville Storefront & Exterior Wayfinding**

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Lincoln Land Community College District #526, is authorized to complete necessary projects dealing with health or safety of students, employees, or visitors; and

WHEREAS, there is a need for repair and alteration of certain facilities of Lincoln Land Community College District #526; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to levy a tax to pay for such repairs or alterations upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such repairs and alteration; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects to sell protection, health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the Board has received reports from a licensed professional architect or engineer that there are the following projects at Lincoln Land Community College which require repair and alterations, as defined in ICCB Rule 1501.601; and

WHEREAS, the project recommended for repair and alteration is Jacksonville Storefront & Exterior Wayfinding, in the amount of \$384,300.

WHEREAS, the Board certifies this project meets the requirements of 805/3-20.3.01 of the Public Community College Act and is necessary for energy conservation, health or safety, environmental protection, or accessibility for the Disabled and is not a routine maintenance project.

NOW, be it resolved by the Board of Trustees of Lincoln Land Community College District #526, as follows:

6. The recitals set forth above are incorporated herein and made a part hereof.
7. The physical facilities described in the project set forth above require alterations or repairs and are necessary to remove a health or safety hazard to students, employees, or visitors of Lincoln Land Community College District #526.
8. There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.
9. The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with Recital C as stated above, in the total dollar amount of \$384,300.
10. Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced, and no application forms need to be submitted to ICCB.

Signature _____
Chair of Board

Witness _____
Secretary of Board

**Resolution to Approve Protection, Health, and Safety Project for
Mechanical Upgrades**

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Lincoln Land Community College District #526, is authorized to complete necessary projects dealing with health or safety of students, employees, or visitors; and

WHEREAS, there is a need for repair and alteration of certain facilities of Lincoln Land Community College District #526; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to levy a tax to pay for such repairs or alterations upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such repairs and alteration; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects to sell protection, health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the Board has received reports from a licensed professional architect or engineer that there are the following projects at Lincoln Land Community College which require repair and alterations, as defined in ICCB Rule 1501.601; and

WHEREAS, the project recommended for repair and alteration is Mechanical Upgrades, in the amount of \$434,600.

WHEREAS, the Board certifies this project meets the requirements of 805/3-20.3.01 of the Public Community College Act and is necessary for energy conservation, health or safety, environmental protection, or accessibility for the Disabled and is not a routine maintenance project.

NOW, be it resolved by the Board of Trustees of Lincoln Land Community College District #526, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the project set forth above require alterations or repairs and are necessary to remove a health or safety hazard to students, employees, or visitors of Lincoln Land Community College District #526.
3. There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.
4. The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with Recital C as stated above, in the total dollar amount of \$434,600.
5. Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced, and no application forms need to be submitted to ICCB.

Signature _____
Chair of Board

Witness _____
Secretary of Board

**Resolution to Approve Protection, Health, and Safety Project for
Security Alarm & Secure Access Upgrades Phase 2**

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Lincoln Land Community College District #526, is authorized to complete necessary projects dealing with health or safety of students, employees, or visitors; and

WHEREAS, there is a need for repair and alteration of certain facilities of Lincoln Land Community College District #526; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to levy a tax to pay for such repairs or alterations upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such repairs and alteration; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects to sell protection, health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the Board has received reports from a licensed professional architect or engineer that there are the following projects at Lincoln Land Community College which require repair and alterations, as defined in ICCB Rule 1501.601; and

WHEREAS, the project recommended for repair and alteration is Security Alarm & Secure Access Upgrades Phase 2, in the amount of \$532,900.

WHEREAS, the Board certifies this project meets the requirements of 805/3-20.3.01 of the Public Community College Act and is necessary for energy conservation, health or safety, environmental protection, or accessibility for the Disabled and is not a routine maintenance project.

NOW, be it resolved by the Board of Trustees of Lincoln Land Community College District #526, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the project set forth above require alterations or repairs and are necessary to remove a health or safety hazard to students, employees, or visitors of Lincoln Land Community College District #526.
3. There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.
4. The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with Recital C as stated above, in the total dollar amount of \$532,900.
5. Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced, and no application forms need to be submitted to ICCB.

Signature _____
Chair of Board

Witness _____
Secretary of Board

**Resolution to Approve Protection, Health, and Safety Project for
Softball Dugout Code Compliance Upgrades**

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Lincoln Land Community College District #526, is authorized to complete necessary projects dealing with health or safety of students, employees, or visitors; and

WHEREAS, there is a need for repair and alteration of certain facilities of Lincoln Land Community College District #526; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to levy a tax to pay for such repairs or alterations upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such repairs and alteration; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects to sell protection, health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the Board has received reports from a licensed professional architect or engineer that there are the following projects at Lincoln Land Community College which require repair and alterations, as defined in ICCB Rule 1501.601; and

WHEREAS, the project recommended for repair and alteration is Softball Dugout Code Compliance Upgrades, in the amount of \$400,000.

WHEREAS, the Board certifies this project meets the requirements of 805/3-20.3.01 of the Public Community College Act and is necessary for energy conservation, health or safety, environmental protection, or accessibility for the Disabled and is not a routine maintenance project.

NOW, be it resolved by the Board of Trustees of Lincoln Land Community College District #526, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the project set forth above require alterations or repairs and are necessary to remove a health or safety hazard to students, employees, or visitors of Lincoln Land Community College District #526.
3. There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.
4. The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with Recital C as stated above, in the total dollar amount of \$400,000.
5. Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced, and no application forms need to be submitted to ICCB.

Signature _____
Chair of Board

Witness _____
Secretary of Board

MEMORANDUM

TO: Members, LLCC Board of Trustees
FROM: Charlotte J. Warren
President
SUBJECT: Personnel Matters
DATE: October 25, 2023

We recommend the following personnel actions:

FACULTY

A. Resignation

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Susan Waterman	Instructor, Basic Nurse Assistant	12/15/2023

ADMINISTRATOR

- A. Approve the employment of Jolene Lamb as Director, Community Education. Jolene earned an associate degree in Culinary Arts from Lincoln Land Community College and is working toward completion of her bachelor's degree in Workforce Education and Development from Southern Illinois University at Carbondale. Jolene has been employed at LLCC since 2010, most recently as the Community Education Culinary Coordinator. Employment will be effective December 1, 2023, and placement will be in salary grade J.

- B. Approve the employment of John Freml as Director, Faculty Development. John earned a master's degree in Women's, Gender, and Sexuality Studies from the University of Cincinnati. John has been employed as an instructional designer at LLCC since 2022 and as an adjunct faculty member since 2012. Employment will be effective November 1, 2023, and placement will be in salary grade L.