

**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, June 25, 2025 at 5:30 p.m. in the Robert H. Stephens Room with Chairman Rosenthal presiding.

**I. Preliminary Matters**

*A. Roll Call*

Members present were Dr. Davis, Ms. Blimling, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, and Mr. Rosenthal. Ms. Enz arrived shortly after meeting started.

*B. Pledge of Allegiance*

*C. Introductions and Recognitions*

*D. Adoption of Agenda of the June 25, 2025 Meeting*

**MOTION NO. 06-25-25-1:**

Dr. Davis moved to adopt the agenda of the June 25, 2025 meeting seconded by Mr. Gates.

Chairman Rosenthal called a voice vote, all members voted aye. PASSED

*E. Hearing of Citizens – None*

## **II. Consent Agenda**

### **MOTION NO. 06-25-25-2:**

Dr. Davis moved to:

- approve the minutes of the regular meeting of May 28, 2025;
- ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and Wire transactions issued during May 2025 and ratify the May 31, 2025 Treasurer's Report;
- approve out of state travel;
- approve the establishment of blanket purchase orders for the purchase of textbooks, supplies, and shipping from the listed vendors;
- approve the Intergovernmental Agreement with the State of Illinois; the Clinical Site Agreement with the Orthopedic Center of Illinois; the Intergovernmental Agreement with the Illinois State Board of Education and the Affiliation Agreements with Brewer Animal Hospital, Children's Recreation Club, Agrineed, Inc., CLE-1, LLC., Jones Show Cattle, M&M Services – Carlinville, IL, M&M Services – Irving Elevator, Prairieland FS – Paloma, IL, Roskamp Cattle Co., TAKT LLC., University of Illinois, Springfield – Grounds, and Smith's Drone Spraying;
- approve the Fiscal Year 2026 Professional Service Contract for Eric Grenzebach – Legal Services, not to exceed \$175,000;
- approve the lease of 50 MFPs for 36 months from Watts Copy Systems at a total cost of \$133,983.72;
- approve the contract with Ferrilli Information Group for Colleague Standard Core Foundation Support and Fractional Colleague Support services for one year for \$154,200;
- approve the establishment of blanket purchase orders for the purchases of telecommunication services from AT&T in the total amount of \$77,000;
- and ratify the grant applications for the Adult Education Basic Grant in the amount of \$872,108 and Integrated English Literacy and Civic Education grant in the amount of \$79,726;

Mr. Gates seconded.

Chairman Rosenthal called a voice vote, all members voted aye. 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. FY 2026 Deferred Maintenance Budget Request**

Each year colleges are permitted to submit funding requests to the State of IL for Deferred Maintenance Grants. Deferred Maintenance Grants are State grants allocated proportionally to a community college district based on the latest on-campus nonresidential gross square feet of facilities as reported to ICCB. These grants are to be

used for capital improvements such as rehabilitation and repair; architect/engineer services; supplies, fixed equipment, and materials; and all other expenses required to complete the work.

If approved, state funding provides for 75% of the funding needed for the project. The 75% funding comes in the form of Capital Development Bonds authorized by the General Assembly; hence the projects are administered by the Capital Development Board on the college's behalf. This year, the requests are due by June 30th.

The projects recommended for consideration by the Board to be submitted for state funding are as follows (in priority order):

1. **PARKING LOT IMPROVEMENTS**

Project will consist of milling/resurfacing of parking lots that have not been recently completed and sealing/stripping lots that have recently been resurfaced. In addition, there are drainage and other misc. repairs at parking lots needed at miscellaneous areas on the Main Campus. Also included is:

- Installation of new sidewalk at the Main Campus to provide safe pathways for students and staff going east and west on Millennium Drive.
- Widening, oil & chip at Mischler Lane on the east end of campus.
- Repairing miscellaneous concrete areas at the Truck Driver Training Lot entrance.
- A new sidewalk east of Cass Gym.
- Oil & chip of the road to the Lineman area.
- Replacement of the concrete ramp west of Sangamon down to the boiler room.
- Misc. patching at the South Entrance on Foundation Drive.

Total Cost Estimate	State Share (75%)	LLCC Share (25%)
\$4,600,000	\$3,450,000	\$1,150,000

2. **ROOF REPLACEMENT AND WATER INFILTRATION**

Project will consist of removing and replacing the roofs on 7 buildings on the Main Campus (Workforce, Trutter, Sangamon, Millennium, Storage, Facilities Building and Baseball/Softball Concessions) and tuckpointing at Workforce. We have prioritized roofs that have active leaks or roofs whose warranties have expired or will expire in the next 5-7 years.

Total Cost Estimate	State Share (75%)	LLCC Share (25%)
\$7,400,000	\$5,550,000	\$1,850,000

3. **WINDOW REPLACEMENT IN SANGAMON HALL AND MENARD HALL**

Project will consist of replacing the existing aging exterior curtainwall (window) system on the pond-facing side of both Sangamon and Menard Halls. At Sangamon Hall, this will include removal of existing curtainwall system along the north Library wall including small sections on the east and west corners, temporary framing to keep this large opening weather tight during construction and installation of new curtainwall window system. At Menard Hall, this will include removal of existing curtainwall system from the loading dock, past the VP offices, down to the northwest corner of the Student Union and continues down the west face of the Student Union back to the area near the elevator and Student Life. All areas at

Menard will also include temporary framing to keep this large opening weather tight during construction and installation of new curtainwall window system.

Total Cost Estimate	State Share (75%)	LLCC Share (25%)
\$4,900,000	\$3,675,000	\$1,225,000

**MOTION NO. 06-25-25-3:**

Mr. Gates moved to authorize the request for state funding for fiscal year 2026 of the projects defined herein seconded by Mr. Elmore.

Upon roll call vote, those members voting aye were Dr. Davis, Ms. Enz, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Blimling (advisory), Mr. Holaway 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*

Summer session began June 9th. We greeted and assisted students during Welcome Week to help them get a great start to their summer classes. We are seeing a 7.56% increase in summer credit hours, with over 2500 unduplicated students registered so far.

Our summer Campus Visit Day was held yesterday evening for those interested in starting or restarting college, training for a hands-on career, or adding new skills. We hosted a total of 170 attendees, including approximately 50 prospective students. They toured campus, met with faculty and staff, and attended sessions and exhibits to learn about our great programs and services.

The ICCTA Annual Convention and Awards Banquet was held June 6th-7th in Normal. We had award nominees recognized at the event: Dr. Joi Kazenski, professor, nursing, nominee for the Outstanding Full-Time Faculty Member Award; David Fowler, executive director, Computer Banc, nominee for the Distinguished Alumnus Award; and Jan Dowell, adjunct instructor, human nutrition, nominee for the Outstanding Adjunct Faculty Member Award. Samantha Raymond, Mark Holoway and Dr. Jason were also in attendance.

Our Phi Theta Kappa honor society received chapter, team, and individual recognitions at the PTK Regional Convention and Honors Institute at Parkland in Champaign. The chapter was honored for maintaining its Five Star Chapter status, the highest level of achievement a chapter can earn, for 12 consecutive years. The chapter was also recognized as a Top 100 Chapter and Outstanding Chapter and received awards for Outstanding Honors in Action Project and Outstanding College Project. Two members were honored with individual awards, Ryan Roberts was named an Outstanding Chapter Advisor, and our officer team was also recognized for their outstanding work.

Our English Language Learning recognition ceremony was held May 29<sup>th</sup>. The Fifty top students were recognized during the ceremony. Those students also spoke Spanish, French, Burmese, Thai, Haitian Creole, and Arabic. Our High School Diploma recognition ceremony was held June 5<sup>th</sup> in Cass Gym. We had 126 graduates, and the event was very well attended.

We have new billboard and bus ads around Springfield. They have a “More” message — about how students are finding more at LLCC — exploring more options, getting more value, building more skills, making more impact, and finding more success.

The college celebrated Juneteenth this month with a Juneteenth flag raising, a song of remembrance – “Buffalo Soldier,” 1-mile Freedom Walk on campus, and film showings of the documentary “Juneteenth 1865-2021,” exploring the questions, “What does freedom look like?”

We have many youth and camp-type opportunities underway this summer, including: Media Makers Camps – an introduction to our integrated media design program for high school students and recent graduates.

Career Quest Camps – featuring ag in Jacksonville; construction in Hillsboro and at Lanphier High School; science, technology, engineering, and math in Beardstown; and a “Try a Trade” camp in Litchfield.

Summer College for Kids is running through July 24<sup>th</sup> with options for students from kindergarten to 10<sup>th</sup> grade. We currently have 571 students registered but are still taking enrollments for July, so that number will increase. Students in the Girls in Construction camp were interviewed on WICS. The group built a trellis at the Enos Park Community Garden in partnership with O’Shea Builders.

LLCC Community Education's free "History Cooks" demonstrations at the Lincoln Home National Historic Site continue on Fridays at noon this summer. With a theme of U.S. Presidents, upcoming programs will feature favorite foods of Ronald Reagan, George Washington, Barack Obama, Dwight Eisenhower, John Adams, and Thomas Jefferson.

*C. Report from Faculty Senate - None*

*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*

Chair Rosenthal reported that legislators will likely be called back to General Assembly this summer.

*I. Secretary's Report*

Ms. Enz reported on ICCTA Board highlights, including discussion on status of Community College Baccalaureate legislation, FY26 state budget, and election of new officers. The next meeting in September will be in Springfield.

*J. Foundation Report - None*

*K. Other Board Members' Reports*

Mr. Gates asked for an update on the Manufacturing Training Program.

Ms. Blimling reported on various student activities at LLCC – Jacksonville and the main campus.

**V. Strategic Discussion - None**

**VI. Executive Session**

**MOTION NO. 06-25-25-4:**

Dr. Davis moved to hold an executive session for the purpose of discussing personnel matters, collective bargaining, and pending/imminent legal matters. Mr. Holaway seconded.

Chairman Gates called a voice vote, all members voted aye. PASSED

**MOTION NO. 06-25-25-5:**

Trustee Davis moved to return to open session at 6:25 p.m. seconded by Trustee Elmore.

All members voted aye. PASSED

**VII. Actions from Executive Session**

**MOTION NO. 06-25-25-6:**

Trustee Davis moved approve all personnel matters seconded by Trustee Fulgenzi.

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

**VIII. FY2026 Budget Workshop**

**IX. Adjournment**

There being no further business before the Board, the meeting was adjourned at 7:10 p.m.

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Chairman Rosenthal

\_\_\_\_\_  
Secretary Enz

**MEMORANDUM**

**TO:** Members, LLCC Board of Trustees

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Personnel Matters

**DATE:** June 25, 2025

**FACULTY**

## A. Resignation

<b>NAME</b>	<b>POSITION</b>	<b>DISCIPLINE</b>	<b>EFFECTIVE DATE</b>
Taylor Brizendine	Instructor	Basic Nurse Assistant	07/31/2025

B. Approve the one-semester, temporary appointment of Jason Allen as Biology Instructor for Fall 2025. Jason received a Master of Science degree in Biological Sciences from Eastern Illinois University. Jason is a current adjunct and has taught at LLCC for twelve years. This appointment will be effective August 18, 2025 with placement on Masters, Step 10 of the 2025-2026 faculty salary schedule.

C. Approve the appointment of Carrie Horton in the tenure-track position of Cardiovascular Sonography Instructor. Carrie received a Master of Business Administration from Southern Illinois University at Edwardsville and a certificate in Echocardiography from Danville Area Community College. Carrie has fourteen years of experience in healthcare and is a current adjunct instructor at LLCC. This appointment will be effective August 18, 2025 with placement on Masters, Step 11 of the 2025-2026 faculty salary schedule.

**ADMINISTRATIVE**

## A. Resignation

<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Amanda Wiesenhofer	Director, Library Digital and Technical Services	06/17/2025

B. Approve the appointment of David Miller as Director, IT Development. David is a certified Project Management Professional with sixteen years of IT project management experience. David has been employed at LLCC for one year and is currently leading the modernization of the college's ERP system. This appointment will be effective July 1, 2025 with placement in salary grade M.

C. Approve the appointment of Elizabeth Workman as Director, LLCC Taylorville. Elizabeth received her Master of Arts in Communication Studies from Southern



Illinois University at Carbondale. Elizabeth has been an adjunct Communications instructor at LLCC since August of 2017. This appointment will be effective June 30, 2025 with placement in salary grade K.

## **POSITION ELIMINATION**

- A. Eliminate the position of Academic Technology Support Specialist currently held by Gary Bach. This position no longer aligns with the operational needs of the Academic Innovation and eLearning department. Mr. Bach's employment will end effective September 30, 2025.

## **PART-TIME STAFFING**

### **On & Off Campus**

### **2025 Summer Semester**

<b><u>Adjunct Name</u></b>	<b><u>Class Section</u></b>	<b><u>Class Section Title</u></b>
Baker, Nikki	CMN-101-009	Public Speaking Fundamentals
Barton, Abbi	CSC-105-001	Computer Applications and Concepts
Barton, Abbi	CSC-105-002	Computer Applications and Concepts
Bock-Matlock, Tabitha	ESI-101-010	Employability Skills
Bowen, Stacy	EGL-102-602	Composition II
Bowen, Stacy	EGL-102-604	Composition II
Bradley, Pam	HLT-109-001	Medical Terminology
Bradley, Pam	HLT-109-003	Medical Terminology
Bublitz, Daniel	AUT-121-500	Basic Automotive Electronics
Cebuhar, Ally	RAD-102-001	Intro to Patient Care & Clinic
Cecil, Joyce	NAS-101-001	Basic Nurse Assistant
Cecil, Joyce	NAS-101-002	Basic Nurse Assistant
Chernowsky, Amy	CSC-105-003	Computer Applications and Concepts
Cockerill, Linda	NAS-101-006	Basic Nurse Assistant
Collins, Todd	MAT-004-002	Corequisite for Gen Ed Math
Corlas, Megan	OTA-210-001	Service Management
Cox, Cody	MAT-004-001	Corequisite for Gen Ed Math
Daniel, Pamela	CMN-101-006	Public Speaking Fundamentals
Danner, Nathan	AUT-106-500	Brake Systems
Davin, Dr. Kirsten	HLT-201-001	Health in Today's Society
D'Cruz-Endeley, Colette	ECO-131-600	Principles of Economics I
Deatherage, Tyler	CMN-101-010	Public Speaking Fundamentals
Dickey, Ashley	ART-101-001	Art Appreciation
Dickey, Ashley	ART-101-003	Art Appreciation
Durairaj, Dr. Srinivasan	BIO-220-003	Microbiology
Farmer, Erin	RAD-101-001	Foundations of Radiologic Tech
Ferreira, Nick	EMS-203-001	Paramedic - Specialized Care
Fines Workman, Elizabeth	CMN-101-004	Public Speaking Fundamentals
Fines Workman, Elizabeth	CMN-101-007	Public Speaking Fundamentals
Freml, John	HUM-110-602	Intro to Women & Gender Studies
Fricke, Dana	PSY-101-206	Introduction to Psychology
Hacker, Dianne	NAS-101-003	Basic Nurse Assistant
Hamm, Dr. Cynthia	CMN-101-005	Public Speaking Fundamentals
Hamm, Dr. Cynthia	CMN-101-008	Public Speaking Fundamentals

Harris, Colleen	THE-101-001	Theatre Appreciation
Heaton-Clinard, Stephanie	NAS-101-003	Basic Nurse Assistant
Hinton, Raven	DMS-101-001	Fundamentals of Sonography
Hinton, Raven	DMS-201-001	Clinical Practicum I
Horton, Carrie	CVS-212-001	Cardiovasc Clinical Practicum I
Housman, Rebekah	HLT-110-001	Intro to Health Care Professions
Huddleston, Keith	PSY-101-106	Introduction to Psychology
Huffman, Kristen	BIO-175-003	Human Anatomy & Physiology I
Kadiani, Adil	ACC-110-601	IDOR- Federal Income Tax
Kadiani, Adil	ACC-103-600	Financial Accounting
Kean, Charles	EMS-111-001	Advanced EMT - Special Population
Lane, Sheridan	HSP-215-010	Restaurant Management
Lascelles, Lori	NAS-101-003	Basic Nurse Assistant
Mhaskar, Dr. Yashanad	CHE-100-003	Contemporary Chemistry
Monger, Fred	WIT-107-510	Mechatronics Blueprint Reading
Moore, Sierra	ART-101-002	Art Appreciation
Moore, Sierra	ART-101-004	Art Appreciation
Moran-Cortes, Elena	EGL-101-605	Composition I
Moran-Cortes, Elena	EGL-102-603	Composition II
Moran-Cortes, Elena	EGL-102-605	Composition II
Myers, Laurie	EGL-102-601	Composition II
Myers, Laurie	EGL-103-601	Tech & Prof Communication I
Patton, Delaney	NAS-101-002	Basic Nurse Assistant
Pizzolato, Mazie	EGL-100-100	Intro to Comp w/EGL- 101-100
Pizzolato, Mazie	EGL-101-100	Comp I w/ EGL-100-100
Quick, Gary	TES-121-500	Technical Shop Physics
Running, Dr. William	CHE-100-001	Contemporary Chemistry
Shepherd, Deneen	EGL-101-002	Composition I
Spencer, Sonja	HLT-109-002	Medical Terminology
Spencer, Sonja	HLT-109-004	Medical Terminology
Stinson, Patricia	NAS-101-006	Basic Nurse Assistant
Tankoua Ngongang, Wm	CSC-100-001	Understanding Technology Today
Winger, Trevor	CSC-130-001	IT Essentials
Wisdom, Peggy	NAS-101-006	Basic Nurse Assistant
Woods, Emily	EGL-102-001	Composition II