

**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 15, 2025 at 5:35 p.m.in the Robert H. Stephens Room with Chair Rosenthal presiding.

I. Preliminary Matters

A. Roll Call

Members present were Ms. Blimling, Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Holaway and Mr. Rosenthal. Ms. Enz was absent.

B. Pledge of Allegiance

C. Adoption of Agenda of the October 15, 2025 Meeting

MOTION NO. 10-15-25-1:

Dr. Davis moved to adopt the agenda of the October 15, 2025 meeting seconded by Mr. Gates.

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

D. Introductions and Recognition

E. Hearing of Citizens

II. Consent Agenda

MOTION NO. 10-15-25-2:

Dr. Davis moved to:

- approve the minutes of the regular meeting of August 27, 2025;
- ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH, and wire transactions issued during September 2025 and ratify the September 30, 2025 Treasurer's Reports;
- approve out of state travel;
- approve the 5-year lease of a John Deere 6130R tractor from John Deere at a total cost of \$77,386.04;
- approve Friendly Chevrolet, Springfield IL to provide a 2026 Chevrolet Colorado to Lincoln Land Community College with a total commitment of \$40,607 in accordance with the terms, conditions, and specifications of Invitation to Bid #FY2026-4;
- approve the affiliation agreements with Cass County Dental Clinic, Luker Dental Care, Midwest Dental, Donley Trucking, Heritage Tractor, Martin Agriculture and Vermeer Midwest;
- approve the annual Data Cookbook System subscription and support services in the amount of \$40,560;
- approve the contract with Ferrilli Information Group for 640 additional hours of Fractional Colleague Support services through the end of June 2026 for \$126,400;
- ratify the grant applications for the Noncredit Strategies at Work grant in the amount of \$110,000; the Nursing School grant in the amount of \$55,100; the Advanced Technologies Education grant in the amount of \$474,959; the Strengthening Mental Health Supports at Illinois Community Colleges in the amount of \$180,000 and the Innovative Bridge and Transitions grant in the amount of \$300,000;
- approve Master Plan Implementation – Construction Management Services – Amendment #1 with O'Shea Builders in the amount of \$4,958,440 and to establish a project contingency in the amount of \$495,800, for an aggregate amount of \$5,454,240 to complete the Master Plan Implementation – Phase A1 Renovations of Millennium Center project;
- approve the Solar Powered Commercial Construction Training Lab project at the Main Campus;
- approve the budget increase in the amount of \$36,796 for project Interior Wayfinding Phase 2 and
- ratify the deductive change order in the amount of \$50,808 for the Interior Wayfinding Phase 2 project as presented.

Mr. Gates seconded.

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

III. Action Agenda

A. Policies

1. Revision to Board Policy 5.47 – Volunteer Emergency Worker Higher Education Protection

In response to recent amendments to the Public Higher Education Act that include provisions for military service members, the following revisions are being made to Board Policy 5.47 – Volunteer Emergency Worker and Military Service Member Higher Education Protection.

Policy Statement:

In accordance with 110 ILCS 122/1, Lincoln Land Community College shall reasonably accommodate any student who is

1. A volunteer emergency worker in regard to absence in class caused by the performance of their duties; and/or
2. A member of the National Guard of any state, the District of Columbia, a commonwealth, or a territory of the United States, or any reserve component of the Armed Forces of the United States, or any active-duty military member, in regard to classwork and assignments missed due to participation in a drill or other required military obligation.

Accommodations will be considered in regard to class attendance, the scheduling of examinations, and work requirements, provided that make-up examinations/assignments shall not create an unreasonable burden for the staff. Students must notify their instructor (or supervisor in the case of student employees) of any anticipated absence according to the procedures for this policy. Any student who believes he or she has been unreasonably denied this accommodation may seek redress as outlined in the procedure section.

MOTION NO. 10-15-25-3:

Mr. Gates moved to approve the revisions to Board Policy 5.47 – Volunteer Emergency Worker and Military Service Member Higher Education Protection. Dr. Davis seconded.

Upon roll call vote, Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, Mr. Rosenthal, and Ms. Blimling (advisory) voted aye. PASSED

B. Academic Services Division Items – None

C. Student Services Division Items – None

D. Administrative Services Division Items

1. FY 2026 Budgets

Attached is a resolution for each of the projects listed below to approve them 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. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced.

Project Title	Cost Estimate
Master Plan Implementation – Phase A – PHS Scope: Partial funding of PHS eligible scope including abatement, upgrading lighting and mechanical systems, access control, security cameras, fire alarm, and rescue assistance in Millennium Center and Sangamon Hall.	\$961,400
Interior Wayfinding Phase 3: Install new interior wayfinding at Millennium Center, The Learning Center, Child Development Center, Levi, Ray and Shoup Aviation Center, Medical District, Taylorville, Jacksonville, Litchfield, and Beardstown.	\$296,000
Sangamon Hall Mechanical Controls Upgrades: Replace existing mechanical controllers and upgrade to EcoStruxture platform in Sangamon Hall North and Sangamon Hall South.	\$602,800
Child Development Center Mechanical Upgrades: Upgrade heating and air conditioning systems and connect to existing mechanical control systems.	\$139,800
Total PHS Projects	\$2,000,000

MOTION NO. 10-15-25-4:

Mr. Fulgenzi moved to approve the resolutions authorizing the listed projects to be undertaken as Protection, Health, and Safety (PHS) projects for Fiscal Year 2026. Dr. Davis seconded.

Upon roll call vote, Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, Mr. Rosenthal, and Ms. Blimling (advisory) voted aye. 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
- d. Quarterly Budget Transfer Report

The Quarterly Budget Transfer Report reflects transfers at the end of the first quarter of this fiscal year.

We continue to be well within statutory requirements limiting the amount of transfers to 10% or less in any fund.

- 4. Information Technology
- 5. Advancement Office
- 6. Executive Division
 - a. Review of Agenda Master Calendar

B. President's Report

Registration for spring classes began today. Prior to this, our Student Success office recently hosted events to answer questions and help students schedule advising appointments to get them ready to register.

The fall edition of FORWARD magazine will be going out soon. It covers the latest happenings at the college, including articles about the new construction lab, occupational therapy assistant program, professional development opportunities, RISE technology, student wellbeing services, as well as our Phi Theta Kappa and Honors programs. It also featured spotlights on Heidi Wilson, nursing student; Patrick Pianezza, alum who has written the feature film "Code 3"; Richard Hayes, student success advisor; and Dr. Matt Schownir, professor of history.

Public Relations & Marketing also recently won a bronze Medallion award at the National Council for Marketing & Public Relations' District Conference. The award recognizes the design work on a sticker featuring Abraham Lincoln in sunglasses and the college's logo. It has been a very popular giveaway at events!

Campus Visit Day was held on Monday. We had more than 100 prospective students, and their guests take tours, speak with faculty, and staff, and learn about our programs and the next steps to becoming a student.

We had great student attendance at our Fall Internship and Job Fair, which was held Tuesday. It was a great opportunity for students to connect with approximately 20 organizations offering spring and summer internships, as well as part-time employment in a

variety of industries — including business, medical, banking, accounting and finance, law enforcement, the State of Illinois, and non-profits.

LLCC-Jacksonville is hosting a Workforce Institute Showcase today, offering helpful resources, insights, and support to help prospective students take the next step in their educational journeys. This spring, LLCC-Jacksonville will offer industrial technology training. The year-long certificate of completion merges classroom education and job shadowing. Students will be able to apply what they learn directly through on-site internships, thanks to partnerships with local companies.

We recently welcomed Shane Garrison of the Bricklayers and Allied Craftworkers Local 8 for a three-day visit with students in our construction technologies and Sangamon County MC3 pre-apprenticeship programs. He shared valuable insights and worked directly with students, teaching them hands-on skills in laying block and brick structures. It provided a real-world look at the craftsmanship and precision involved, while also highlighting career opportunities available through Local 8's apprenticeship program.

We held our annual outdoor Career Expo on September 25th. More than 1,300 students came to campus, took tours, and visited with 120 employers in the exhibit area, learning about careers in workforce, health care, agriculture and more.

The annual Carboard Boat Regatta was held on September 26th. A total of 15 teams competed. First place went to The Learning Center and their boat named "SL2: Judgement Day." It was a great day with a total of nine awards presented—including the President's Choice Award, which went to the boat "Good Grief, It Floats!" sponsored by the Office of Student Engagement and Wellbeing.

Other events held recently include:

The 21st annual Multicultural Fest on October 8th. It featured exhibits, entertainment, and food trucks. 168 passports were completed at the event.

Lit Fest was held October 6th-9th with activities including a banned books reading, student author reading, and adopt-a-book fundraiser.

The past month has included multiple Hispanic Heritage Month activities. Today we held the closing fiesta.

The Haunted Lab will be making a return this year on October 24th, 5-8:30 p.m. in upper Sangamon Hall. Children can come in costumes and enjoy spooky science demonstrations and interactive stations with hands-on activities in biology, geology, geography and more.

Bistro Verde will be providing a full-service lunch experience Tuesdays through Thursdays starting October 28th (and that runs through December 4th — with the exception of the week of Thanksgiving).

C. Report from Faculty Senate

Faculty Senate Secretary, Justin Cobb reported that administration has been responsive to any Senate concerns, and they continue to work on an academic integrity policy.

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 he attended the Career Expo and personally thanked employers for participating in the event.

I. Secretary's Report - None

J. Foundation Report

Ms. Sanders announced that the 2025 Scholarship Donor Appreciation Reception will be held on October 28; An Estate Planning Seminar will take place on November 5; the annual Take & Create Event will be November 7; Annual Giving Day on November 14 and scholarship applications will be open on November 15

K. Other Board Members' Reports

Ms. Blimling provided an update on various student activities taking place at both LLCC – Jacksonville and the main campus.

V. Strategic Discussion

Board members toured the newly renovated Logan Hall.

VI. Executive Session

MOTION NO. 10-15-25-5:

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

Upon roll call vote, Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, Ms. Blimling (advisory), and Mr. Rosenthal voted aye. PASSED

MOTION NO. 10-15-25-6:

Trustee Davis moved to return to open session at 8:06 p.m. seconded by Trustee Elmore.

All members voted aye. PASSED

VII. Actions from Executive Session

MOTION NO. 10-15-25-7:

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

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

VIII. Adjournment

There being no further business before the Board, the meeting was adjourned at 8:07 p.m.

Chairman Rosenthal

Secretary Enz

AGENDA ITEM II.A

Resolution to Approve Protection, Health, and Safety Project for Master Plan Implementation – Phase A – PHS Scope

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 Master Plan Implementation – Phase A – PHS Scope, in the amount of \$961,400.

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 \$961,400.
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
Interior Wayfinding Phase 3**

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 3, in the amount of \$296,000.

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 \$296,000.
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

**Resolution to Approve Protection, Health, and Safety Project for
Sangamon Hall Mechanical Controls 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 Sangamon Hall Mechanical Controls Upgrades, in the amount of \$602,800.

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 \$602,800.
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
Child Development Center 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 Child Development Center Mechanical Upgrades, in the amount of \$139,800.

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 \$139,800.
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 15, 2025

We recommend the following personnel actions:

Dillon Cuthbert, Instructor Diesel Technologies resignation effective 03/16/2026.

Approve an additional one-semester, temporary appointment of Jason Allen as Biology Instructor for Spring 2026. 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 January 12, 2026 with placement on Masters, Step 10 of the 2025-2026 faculty salary schedule.

Approve an additional one-semester, temporary appointment of Kristen Huffman as Biology Instructor for Spring 2026. Kristen received a Master of Science degree in Biology from University of Saint Joseph. Kristen is a current adjunct and has twelve years of teaching and science lab experience. This appointment will be effective January 12, 2026 with placement on Masters, Step 10 of the 2025-2026 faculty salary schedule.

Approve the appointment of Pierce Bergschneider in the tenure-track position of Diesel Technologies Instructor. Pierce has an Associate in Applied Science degree in Diesel Powered Equipment Technology from Illinois Central College. He has been working as a diesel mechanic for five years. This appointment will be effective November 3, 2025 with placement on Bachelors, Step 5 of the 2025-2026 faculty salary schedule.