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***LLCC Board of Trustees Regular Meeting***

***May 26, 2021***

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Ken Elmore, Chair

Gordon Gates, Vice Chair

Craig Findley, Secretary

Vicki Davis

Jeff Fulgenzi

Samantha Raymond

Wayne Rosenthal

Charlotte Warren, President

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

Wednesday, May 26, 2021  
5:15 P.M.  
Trutter Center, Main Campus

**I. Preliminary Matters**

- A. Roll Call
- B. Pledge of Allegiance
- C. Adoption of Agenda of the May 26, 2021 Meeting
- D. Introductions and Recognitions
- E. Hearing of Citizens

**II. Consent Agenda**

- A. Approval of Minutes of the Regular Meeting of April 28, 2021
- B. Ratify Payment of All Cash Disbursements for April and the April 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
  - 1. Ellucian Elevate Pro-Plus
  - 2. Monthly Training Contract/Clinical Agreement Status Report
- G. Monthly Grant Status Report
- H. Facility Leases
- I. Construction Items
  - 1. Classroom Renovations in Menard, Millennium and Logan Project - Contractor Recommendation
  - 2. Selection of Engineering Firm for Classroom Renovations in Menard, Millennium, and Logan Hall Project
  - 3. Wayfinding Phase 2 – Contractor Recommendation
- J. Other Items

**III. Action Agenda**

- A. Policies
  - 1. Proposed Revision to Board Policy 5.22 - Senior Citizens' Courses Policy (1<sup>st</sup> read)
- B. Academic Services Division Items
- C. Student Services Division Items
- D. Administrative Services Division Items
- E. Information Technology Item
  - 1. Five-Year Colleague License Exchange and Enhancement Contract

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
  - c. Monthly Financial Report
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. Student Success

**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***

**AGENDA ITEM II.B**

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Ratify Payments of All Cash Disbursements for April and the April Treasurer's Report

**DATE:** May 26, 2021

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 April, 2021 (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).
- B. The Treasurer's Report for the month ending April 30, 2021.

**MOTION: Ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and Wire transactions issued during April 2021 and ratify the April 30, 2021 Treasurer's Report.**

**MEMORANDUM**

**TO:** Members, LLCC Board of Trustees  
**FROM:** Charlotte J. Warren  
President  
**SUBJECT:** Ellucian Elevate Pro-Plus  
**DATE:** May 26, 2021

Board approval is requested to contract with Ellucian to implement Ellucian Elevate Pro-Plus to manage class scheduling and student registration for Community Education, LLCC Medical District and Workforce programs. Implementation is not to exceed \$55,167 for 259 hours at \$213/hr.

**Budget Impact:**

Total Funds Requested:	\$55,167
Source of Funds:	Operating Budget
Projected Revenue:	N/A
Projected Savings:	N/A

**Student Learning Impact:**

**How will proposed agenda item impact student learning?**

Ellucian Elevate Pro-Plus will allow the college to provide better class management and enrollment services for prospective and current students in programs and classes offered by Community Education, LLCC Medical District and Workforce.

**How will proposed agenda item be measured?**

Student enrollment and student engagement in Community Education, LLCC Medical District and Workforce programs.

**MOTION: Move to approve the contract with Ellucian for Elevate implementation billed at \$213 per hour not to exceed \$55,167.**

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Monthly Training Contract/Clinical Agreement Status Report

**DATE:** May 26, 2021

The Community Education Department has entered into a contract with Girls on the Run of Central Illinois to offer a one-week summer camp. Approximately 30 girls between grades 3 and 5 will attend the camp entitled “Girls Have Power”, addressing the physical, social, and emotional development.

The college seeks approval to enter into the Upward Mobility Program intergovernmental agreement with the State of Illinois. Students who are also employed by the State of Illinois have the opportunity to take courses at LLCC and the State of Illinois will pay their tuition and fees.

The Health Professions Department seeks approval to enter into a clinical site agreement with Protestant Memorial Medical Center, Inc. d/b/a Memorial Hospital and Memorial Hospital-Shiloh for students enrolled in the Occupational Therapy Assistant program. Protestant Memorial Medical Center, Inc. d/b/a Memorial Hospital and Memorial Hospital-Shiloh has facilities suitable for the educational needs of the students.

The Health Professions Department seeks approval to enter into a clinical site agreement with the Mini O’Bierne Crisis Nursery for students enrolled in the Occupational Therapy Assistant program. Mini O’Bierne Crisis Nursery has facilities suitable for the educational needs of the students.

The Health Professions Department seeks approval to enter into a clinical site agreement with Methodist Health Services Corporation for students enrolled in the Diagnostic Medical Sonography program. Methodist Health Services Corporation has facilities suitable for the educational needs of the students.

The Health Professions Department seeks approval to enter into a clinical site agreement with the Illinois Assistive Technology Program for students enrolled in the Occupational Therapy Assistant program. Illinois Assistive Technology Program has facilities suitable for the educational needs of the students.



The Health Professions Department seeks approval to enter into a clinical site agreement with Four Rivers Special Education District for students enrolled in the Occupational Therapy Assistant program. Four Rivers Special Education District has facilities suitable for the educational needs of the students.

The Health Professions Department seeks approval to enter into a clinical site agreement with Eastern Illinois Area of Special Education for students enrolled in the Occupational Therapy Assistant program. Eastern Illinois Area of Special Education has facilities suitable for the educational needs of the students.

The Health Professions Department seeks approval to enter into a clinical site agreement with Springfield Public School District #186 for students enrolled in the Occupational Therapy Assistant program. Springfield Public School District #186 has facilities suitable for the educational needs of the students.

The Health Professions Department seeks approval to amend the current affiliation agreement with Hillsboro Area Hospital. The amendment will allow the Diagnostic Medical Sonography Program to be added to the list of programs and include a Business Associate agreement with the College. Hillsboro Area Hospital has facilities suitable for the educational needs of the students.

**MOTION: Move to approve the intergovernmental agreement with the State of Illinois, the clinical site agreements with Protestant Memorial Medical Center, Mini O’Bieme Crisis Nursery, Methodist Health Services Corporation, Illinois Assistive Technology, Four Rivers Special Education District, Eastern Illinois Area of Special Education, Springfield Public School District #186 and approve the amendment to the affiliation agreement with Hillsboro Area Hospital.**

## TRAINING CONTRACTS

Contract Title	Brief Description	Contractor	LLCC Dept/ Program	Contract Total	Term
Girls on the Run of Central Illinois Summer Camp	Girls on the Run of Central Illinois will offer a one-week summer camp with approximately 30 girls between grades 3 – 5.	Girls on the Run of Central Illinois	Community Ed	\$1,650	June 28 through July 1, 2021

## CLINICAL SITE, AFFILIATION, ARTICULATION & TRAINING AGREEMENTS

Contract Title	Brief Description	Contractor	LLCC Dept/ Program	Term
Intergovernmental Agreement with the State of Illinois Upward Mobility Program	Students who are employed by the State of Illinois have the opportunity to take courses at LLCC and the State will pay their tuition and fees.	State of Illinois	LLCC	July 1, 2021 through June 30, 2022
Clinical Site Agreement with Protestant Memorial Medical Center	An agreement with Protestant Memorial Medical Center, Inc. dba: Memorial Hospital and Memorial Hospital – Shiloh for students enrolled in the Occupational Therapy Assistant program.	Protestant Memorial Hospital Inc. dba: Memorial Hospital and Memorial Hospital-Shiloh	Health Professions/Occupational Therapy Assistant	June 1, 2021 through May 31, 2022
Clinical Site Agreement with Mini O'Bierne Crisis Nursery	An agreement with the Mini O'Bierne Crisis Nursery for students enrolled in the Occupational Therapy Assistant program.	Mini O'Bierne Crisis Nursery	Health Professions/Occupational Therapy Assistant	May 26, 2021 through Indefinite
Clinical Site Agreement with Methodist Health Services Corporation	An agreement with Methodist Health Services Corporation for students enrolled in the Diagnostic Medical Sonography program.	Methodist Health Services Corporation	Health Professions/Diagnostic Medical Sonography	May 26, 2021 through May 25, 2024
Clinical Site Agreement with Illinois Assistive Technology Program	An agreement with the Illinois Assistive Technology Program for students enrolled in the Occupational Therapy Assistant program.	Illinois Assistive Technology Program	Health Professions/Occupational Therapy Assistant	May 26, 2021 through Indefinite
Clinical Site Agreement with Four Rivers Special Education District	An agreement with Four Rivers Special Education District for students enrolled in the Occupational Therapy Assistant program.	Four Rivers Special Education District	Health Professions/Occupational Therapy Assistant	May 26, 2021 through Indefinite

Clinical Site Agreement with Eastern Illinois Area of Special Education	An agreement with Eastern Illinois Area of Special Education for students enrolled in the Occupational Therapy Assistant program.	Eastern Illinois Area of Special Education	Health Professions/Occupational Therapy Assistant	May 26, 2021 through Indefinite
Clinical Site Agreement with Springfield Public School District #186	An agreement with Springfield Public School District #186 for students enrolled in the Occupational Therapy Assistant program.	Springfield Public School District #186	Health Professions/Occupational Therapy Assistant	May 26, 2021 through Indefinite
Amendment to the Affiliation Agreement with Hillsboro Area Hospital	Amend the current affiliation agreement to allow the Diagnostic Medical Sonography Program to be added to the list of programs and include a business associate agreement with the college.	Hillsboro Area Hospital	Health Professions/Diagnostic Medical sonography	May 26, 2021 through Indefinite

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Monthly Grant Status Report

**DATE:** May 26, 2021

This report includes all grant requests submitted and accepted during the month of May. It also includes a brief description of the purpose for which the funding is, or has been, solicited.

Lincoln Land Community College seeks ratification for the application of the Supplemental Assistance to Institutions of Higher Education Program Grant. If awarded, funds will be used to defray expenses associated with COVID-19.

The Adult Education Department seeks ratification for the application for the FY2022 Adult Education and Family Literacy Program Grant. If awarded, funds will provide adult education and literacy education to students in the LLCC District.

The Student Success Department seeks ratification for the application for the FY2022 Illinois Cooperative Work Study Program Grant. If awarded, funds will be used to reimburse employers for student wages earned as paid participants of the Cooperative Work Study Program.

**MOTION:** Move to ratify the application for the Supplemental Assistance to Institutions of Higher Education Program Grant in the amount of \$500,000, the application for the FY2022 Adult Education and Family Literacy Program Grant in the amount of \$552,342 and the application for the FY2022 Illinois Cooperative Work Study Program Grant in the amount of \$40,000.

**GRANT SUMMARY**  
**May 2021**

<b>Grant Title</b>	<b>Brief Description</b>	<b>Grantor</b>	<b>LLCC Department/ Program</b>	<b>LLCC Total Monetary Request</b>	<b>LLCC Match</b>	<b>Submitted</b>	<b>Term</b>
Supplemental Assistance to Institutions of Higher Ed Program Grant	If awarded funds will be used to defray expenses associated with COVID-19.	US Department of Education	LLCC	\$500,000	\$0	Yes	April 14, 2021 through April 14, 2022
FY2022 Adult Education and Family Literacy Program Grant	If awarded, funds will provide adult education and literacy education to students in the LLCC district.	Illinois Community College Board	Adult Ed	\$552,342	\$0	Yes	July 1, 2021 through June 30, 2022
FY2022 Illinois Cooperative Work Study Program Grant	If awarded, funds will be used to reimburse LLCC for student wages earned as paid participants of the Cooperative Work Study Program.	Illinois Board of Higher Ed	Student Success	\$40,000	\$0	Yes	July 1, 2021 through August 31, 2022
<b>Total</b>				<b>\$1,092,342</b>			

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Classroom Renovations in Menard, Millennium, and Logan Hall Project – Contractor Recommendation

**DATE:** May 26, 2021

Sealed proposals were received by the Construction Manager’s Office on May 18th for the Classroom Renovations in Menard, Millennium, and Logan Hall Project. The scope of the project includes renovate classrooms in Menard Hall, Millennium Center, and Logan Hall to create larger classrooms to accommodate increased class sizes while following COVID19 safety guidelines for the Fall 21 semester.

A tabulation of those proposals are as follows:

<b>Contractor</b>	<b>Base Bid</b>
<b>Johnco Construction, Inc. Mackinaw, IL</b>	<b>\$164,400</b>
R.D. Lawrence Construction Co., Ltd. Springfield, IL	\$210,800
Vollintine Construction Co., Inc. Springfield, IL	\$210,500

As required by section 6.4 of the LLCC Board Policy, an advertisement for public bid was published in the Sunday May 2, 2021 edition of the State Journal-Register.

The above proposals are within the project budget established during the project development process. We have increased the contingency above the traditional 10% of low bid amount to allow for any critical changes that might be encountered during renovation in order to get these classrooms ready for Fall 2021 semester.

**Budget Impact:**

Total Funds Requested: \$199,400  
(\$164,400 Bid Amount + \$35,000 Contingency)

Source of Funds: Higher Education Emergency Relief Funds

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 \$164,400 from Johnco Construction, Inc. and to establish a project contingency in the amount of \$35,000 for an aggregate amount of \$199,400 to complete the Classroom Renovations in Menard, Millennium and Logan Hall Project.

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Selection of Engineering Firm for Classroom Renovations in Menard, Millennium, and Logan Hall Project

**DATE:** May 26, 2021

At the April 28, 2021 Board meeting, this project was approved to renovate classrooms in Menard Hall, Millennium Center and Logan Hall to create larger classrooms to accommodate increased class sizes while following COVID19 safety guidelines for the Fall 21 semester. John Shafer & Associates, Inc., Springfield, IL, has agreed to provide design services for this project. They are proposing a fee of \$41,600 to provide these services, which is within the fee structure range for a project of this scope and complexity. Per the 50 ILCS 510 Local Government Professional Services Selection Act, A/E firms can continue to be awarded contracts without bidding/QBS (qualifications-based selection) as long as there is a satisfactory relationship between said firm and LLCC.

**Budget Impact:**

Total Funds Requested:	\$41,600
Source of Funds:	Higher Education Emergency Relief Funds
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 accept the proposal from John Shafer & Associates, Inc. in the amount of \$41,600 to provide design services for the Classroom Renovations in Menard, Millennium, and Logan Hall Project.**



**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Wayfinding Phase 2 – Contractor Recommendation

**DATE:** May 26, 2021

Sealed proposals were requested for the Wayfinding Phase 2 project. Proposals were received by the Construction Manager’s Office on April 27<sup>th</sup>. The scope of the project includes removing and replacing existing and new exterior signs at Litchfield and Taylorville and installing road signs at the Main Campus.

A tabulation of those proposals are as follows:

<b>Contractor</b>	<b>Base Bid</b>
<b>Ace Sign Company Springfield, IL</b>	<b>\$170,783.41</b>
Elevated Identity, Inc. Janesville, WI	\$172,129.25

As required by section 6.4 of the LLCC Board Policy, an advertisement for public bid was published in the Sunday, April 11, 221 edition of the State Journal-Register.

This project’s budget was originally approved on October 28, 2020, at \$180,300 funded with Projection, Health, and Safety funds. The bids received came in slightly higher than originally anticipated due to scheduling issues identified during project development. The project has exceeded the original budget as follows:

Project Engineering Fee	\$20,000.00
Advertising	\$324.63
Preliminary Estimating	\$4,702.44
Base Bid (listed above)	\$170,783.41
Project Contingency	\$0.00
Revised Budget Total	\$195,810.48

The \$15,511 increase in the project budget will be funded by excess PHS Funds.

**Budget Impact:**

Total Funds Requested: \$170,783.41  
(\$170,783.41 Bid Amount + \$0.00 Contingency)  
Source of Funds: Protection, Health & 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, 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 from Ace Sign Company in the amount of \$170,783.41 and to establish a project contingency in the amount of \$0.00, for an aggregate amount of \$170,783.41 to complete the Wayfinding Phase 2 Project.**

### ***III. Action Agenda***

**AGENDA ITEM III.A.1**

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Revision to Board Policy 5.22 - Senior Citizens' Courses

**DATE:** May 26, 2021

The following is a proposed change to Board Policy 5.22 – Senior Citizens' Courses. The proposed policy will go into effect immediately upon approval.

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 June 2021 meeting of the Board.

Policy Statement: Citizens of the district who are 65 years of age or older shall be eligible to attend classes with no payment of tuition or activity fees, **subject to classroom space.** (They are required to pay other fees where applicable.) The College reserves the right to require proof of age whenever such proof may be deemed necessary. The prospective student must be 65 years of age before the beginning of the applicable school term to qualify for a senior citizen's tuition waiver.\*

Legal Citation:

\* 110 ILCS 990/2

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Five-Year Colleague License Exchange and Enhancement Contract

**DATE:** May 26, 2021

Board approval is requested for a five-year license exchange and enhancement contract for the Colleague ERP System in the amount of \$2,177,097.72. The new contract replaces the existing perpetual license model with a subscription license, adds needed modules and systems, and reduces the annual escalation rate from 5% to 3%.

The new contract will add the following new Colleague modules and systems: Colleague ODS DataOrchestrator, Ellucian Elevate CE/WFD Pro Plus, Ellucian Experience, Ellucian Intelligent Learning Platform for Canvas, and Ellucian On Demand Training (25 Seats) with an approximate annual value of \$147,000.

The new contract will continue to include the existing Colleague modules and systems: Colleague Enterprise, Unrestricted Users for SQL, Colleague Student & Financial Aid, Colleague Student Planning, Colleague Self-Service Financial Aid, Colleague Finance, Budget Management, Fixed Assets, Projects Accounting, Colleague Human Resources, Payroll, Position Management, and System Management.

Fiscal Year	Current Contract 5% Escalation Rate	New Contract 3% Escalation Rate
FY2022	\$ 391,748.70	\$ 408,746.00
FY2023	\$ 411,336.14	\$ 421,655.94
FY2024	\$ 431,902.94	\$ 434,985.56
FY2025	\$ 453,498.09	\$ 448,749.06
FY2026	\$ 476,172.99	\$ 462,961.16
<b>Total</b>	<b>\$2,164,658.86</b>	<b>\$2,177,097.72</b>

The license exchange and enhancement contract will provide the college with updates and revisions for all Colleague modules and systems. Ellucian invoices

for all modules, including those from third party vendors. The college has no plans to migrate to another ERP system.

**Budget Impact:**

Total Funds Requested:	<b>\$2,177,097.72</b>
Source of Funds:	Operating Fund
Projected Revenue:	N/A
Projected Savings:	N/A

**Student Learning Impact:**

**How will proposed agenda item impact student learning?**

Ellucian ecosystem is critical to the college operation. Colleague modules and systems allow LLCC to provide critical services to students.

**How will proposed agenda item be measured?**

The college will be able to continue to use computing technology for the smooth operation of the institution and to improve learning.

<p><b>MOTION:</b>      <b>Move to approve the five-year license exchange and enhancement contract for the Colleague ERP System at a total cost of \$2,177,097.72.</b></p>
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***IV. Information Items***





**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Construction Progress Update

**DATE:** May 26, 2021

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 – FY20**

**Cass Gymnasium Upgrade AHU 5 & Replace AHU 6**

This project is complete. We are awaiting closeout documents.

**Main Campus Wayfinding**

The parking lot signage has been installed on the main campus and we are awaiting closeout documents.

**Water Infiltration Remediation Main Campus**

The project is complete. We are awaiting closeout documents.

**PHS Projects – FY21**

**Cass Reheats & Actuators Replacement**

This project is underway.

**Logan Hall Code and Flooring Upgrades**

This project is underway.

**Main Campus Exterior Lighting Upgrades Phase 1**

Development of construction documents is underway. We anticipate the project to bid and work to begin in Summer/Fall 2021.

**Montgomery Hall Reheat Replacement**

This project is underway.

**Sangamon/Menard Drive and Drainage Repair**

This project will begin in early June.

**Security Camera Updates Phase 2**

Development of construction documents is underway. We anticipate the project to bid and work to begin in Fall 2021.

**Water Infiltration Remediation Main Campus Phase 2**

Development of construction documents is underway. We anticipate the project to bid and work to begin in Fall 2021.

**Wayfinding Phase 2**

Our recommendation is before you tonight.

**PHS Projects – Excess Funds****Child Development Center Water Infiltration Repairs**

This project is underway.

**FY21 Small Projects****Litchfield Service Counter ADA Upgrade**

This project is underway.

**Sangamon Floor 1<sup>st</sup> Floor Flooring Replacement**

The project is complete. We are awaiting closeout documents.

**Menard Hall 2<sup>nd</sup> Floor Hallway Flooring Replacement**

This project is underway.

**Menard Hall 2<sup>nd</sup> Floor Hallway Painting**

This project is underway.

**Deferred Maintenance Capital Project (CDB Managed)****Generators for South Side of Main Campus**

The CDB received bids on February 5<sup>th</sup>. We will bring that recommendation to you after final CDB determination of the winning bid. Construction to follow immediately.

**Exterior Door Security Upgrades**

The CDB will advertise for architectural/engineering services in May with planned approval of an engineer from CDB in August 2021.

**2019 Bond/Kreher Farm Perpetual Charitable Trust****Agriculture Classroom and Lab Building**

Phase 2 – The project is substantially complete.

## **LLCC/Memorial Nursing Education Partnership Gift**

### **Nursing Renovation at Montgomery Hall**

This project is underway. Work is approximately 95% complete.

## **Capital Renewal Project**

### **Renovate and Expand Student Services (CDB Managed)**

User group meetings/programming have begun. A schematic design submittal is anticipated in early June.

## **Illinois Green Economy Network (IGEN) Project**

### **Litchfield Interior Lighting Upgrades**

This project is underway.

## **Higher Education Emergency Relief Funds (HEERF)**

### **Classroom Renovations in Menard, Millennium, and Logan Hall**

Our recommendation for architectural/engineering services and general contractor are before you tonight.

### **Bipolar Ionization Units**

The project is complete. We are awaiting closeout documents.

**AGENDA MASTER CALENDAR**

<p style="text-align: center;"><b>JUNE 2021</b></p> <ul style="list-style-type: none"> <li>• Summer Adjunct Faculty Listing</li> <li>• Budget Workshop</li> <li>• Board Meeting 6/23/21</li> </ul>	<p style="text-align: center;"><b>JULY 2021</b></p> <ul style="list-style-type: none"> <li>• FY22 Tentative Budget</li> <li>• Board Meeting 7/28/21</li> </ul>	<p style="text-align: center;"><b>AUGUST 2021</b></p> <ul style="list-style-type: none"> <li>• Board Meeting 8/25/21</li> </ul>	<p style="text-align: center;"><b>SEPTEMBER 2021</b></p> <ul style="list-style-type: none"> <li>• Budget Adoption/Public Hearing</li> <li>• Fall Adjunct Faculty Listing</li> <li>• Board Meeting 9/22/21</li> </ul>
<p style="text-align: center;"><b>OCTOBER 2021</b></p> <ul style="list-style-type: none"> <li>• Financial Audit Review</li> <li>• PHS Projects</li> <li>• Board Meeting 10/27/21</li> </ul>	<p style="text-align: center;"><b>NOVEMBER 2021</b></p> <ul style="list-style-type: none"> <li>• Board Meeting 11/17/21</li> </ul>	<p style="text-align: center;"><b>DECEMBER 2021</b></p> <ul style="list-style-type: none"> <li>• Adopt CY21 Property Tax Levy</li> <li>• Board Meeting 12/13/21</li> </ul>	<p style="text-align: center;"><b>JANUARY 2022</b></p> <ul style="list-style-type: none"> <li>• Spring Adjunct Faculty Listing</li> <li>• General Obligation Alternate Bond Levy Abatement</li> <li>• Board Meeting 1/26/22</li> </ul>
<p style="text-align: center;"><b>FEBRUARY 2022</b></p> <ul style="list-style-type: none"> <li>• Sabbatical Leaves</li> <li>• Approval of Faculty Positions</li> <li>• Faculty Tenure &amp; Continuing Employment Recommendations</li> <li>• Board Meeting 2/23/22</li> </ul>	<p style="text-align: center;"><b>MARCH 2022</b></p> <ul style="list-style-type: none"> <li>• Administrative Positions</li> <li>• Board Meeting 3/23/22</li> </ul>	<p style="text-align: center;"><b>APRIL 2022</b></p> <ul style="list-style-type: none"> <li>• Seating of Student Trustee</li> <li>• Board Meeting 4/27/22</li> </ul>	<p style="text-align: center;"><b>MAY 2022</b></p> <ul style="list-style-type: none"> <li>• Student Recognition</li> <li>• Employee Recognition</li> <li>• Commencement 5/13/22</li> <li>• Board Meeting 5/25/22</li> </ul>

## ***V. Strategic Discussion***

**MEMORANDUM**

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

**FROM:** Charlotte J. Warren  
President

**SUBJECT:** Student Success

**DATE:** May 26, 2021

Alex Berry, Director – Student Success, will provide an overview of the LLCC Student Success Department.