

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES

MOTION NO. 03-27-24-1:

Dr. Davis moved to adopt the agenda of the March 27, 2024. Mr. Fulgenzi seconded.

E. Hearing of Citizens – None

II. Consent Agenda

MOTION NO. 03-27-24-2:

Mr. Holaway moved to:

- x approve the minutes of the regular meeting of February 28, 2024 and the minutes of the Decennial Committee Meeting on Local Government Efficiencies;
- x ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and Wire transactions issued during February 2024 and ratify the February 29, 2024 Treasurer's Report;
- x ratify out of state travel;
- x approve out of state travel;
- x approve the purchase order to Stryker Sales Corporation for EMS equipment at the total estimated cost of \$91,525;
- x approve a purchase order to Byerly Aviation for aviation components at the total estimated cost of \$33,(al)6 2 >>BDC 43 aostertenennittot2 (l)613 (i)6 (t)2 (20)10 md rtt

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

III. Action Agenda

A. Policies

1. Revision to Board Policies 5.14, 5.18, 5.19, 5.20 and 5.42

The following are proposed changes to Board Policy 5.14 – Tuition and Fee Rates/Payment, 5.18 – Tuition and Fee Refund, 5.19 – Student Financial Obligations, 5.20 – Transcripts, and 5.42 – Schedule Changes.

Changes to board policies 5.14, 5.19, and 5.20 are necessitated by an amendment to SB 49

Student Debt Assistance which became effective July 1, 2023. The amendment restricts the ability of colleges to withhold transcripts for an outstanding balance for students who are seeking employment or to further their education. To comply with the amendment, we are removing any reference to the withholding of transcripts due to an outstanding balance.

Changes to board policies 5.18 and 5.42 reflect a change to add period each term. After reviewing the success rates of students who add classes late in the first week of the semester, and considering feedback from students who find the current add period to be confusing, we are requesting a change to our add period to shorten it from the first full week of the term to through Wednesday of the first week of the term. This aligns the add period of our full semester terms with those of our module terms.

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The in-district tuition rate shall be adjusted at the beginning of each academic year (fall term) to reflect the previous year's state average, adjusted for cost of living. The state average will be the average as determined by the Illinois Community College Board. The cost-of-living adjustment to be used shall be that which is the most recently available Higher Ed Price Index. The adjusted tuition shall be rounded to the nearest one-half dollar. Rates for out-of-district and out-of-state students shall be established in accordance with the Act and the Rules of the State Board. Courses which consist primarily of travel outside the community college district shall be charged at in-district rates regardless of student residency status.*

The Board shall establish from time to time the fees to be assessed for specific courses, special services, or student activities.

Unless otherwise authorized by the chief financial officer, all tuition and fees shall be paid in full prior to the beginning of classes. If installment payments have been authorized, then the failure to make any payment when due may subject the student to immediate dismissal or such other penalty as may be deemed appropriate, ~~including the withholding of grades or transcripts.~~

Legal Citation:

110 ILCS 805/3-45 and 110 ILCS 805/6-4

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~~Students will receive a refund of tuition, fees, and other charges if they withdraw from a course during the first week of the semester.~~ *Students will receive a refund of tuition, fees, and other charges if they withdraw from a course during the first week of the term.*

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Development and Communication programs
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Students shall discharge all financial and other obligations to the District prior to registering for the next semester. These obligations include, but are not limited to, overdue library book fines, tuition, student fees, bookstore charges, and childcare center fees. ~~Failure to satisfy such obligations may result in the withholding of transcripts, grade reports, and letters of honorable dismissal.~~

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The College shall, upon request, provide students with official transcripts of all credit coursework attempted with attendant grades ~~provided that students have discharged all financial obligations to the College.~~

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Students may enroll or withdraw from courses as follows:

- 1 *Enrolling in Course(s): Students may enroll before a term begins. After the starting date of a term, a student may not initially enroll. Students already enrolled in a course(s) for a given term may add a course(s) to their schedule ~~during the first week in that term~~ **through Wednesday of the first week in that term.** In special and unusual circumstances, the Vice President, Student Services, or the Vice President's designee, may, after consultation with the relevant faculty member and the appropriate dean, authorize a registration after the late registration period. A late fee shall be assessed if the student ~~an~~*

comments, he thanked those who provided support to him here in Springfield and helped him launch his career – including LLCC professors who helped him put together a portfolio for advancing his studies in computer animation.

We

LLCC hosted the Illinois Junior Academy of Science Region 10 Science Fair on March 16th. The event included students in grades 7-12 from a 13-county area.

On March 19th, the second Department of Innovation and Technology (DoIT) cohort began. These 16 trainees are training here at LLCC. We are partnering with DoIT to provide a paid trainee program to build a pipeline of tech talent.

We held a transfer exploration night with students from D186 on March 20th. Prospective students learned how they can start at LLCC and then transfer to complete bachelor's degrees.

The Community College Survey of Student Engagement (CCSSE) is currently underway. It is a national survey focused on teaching, learning and retention in community colleges.

LLCC

- F. Report from Professional Staff - None
- G. Report from Facilities Services Council - None
- H. Chairman's Report - None
- I. Secretary's Report - None
- J. Foundation Report

Ms. Sanders reported that the annual LEAGUE campaign kicked off on Tuesday and faculty and staff have donated \$46,000 so far. The annual Gala will be held on April 27 and the theme of the event is "Spurs & Sparkles."

K. Other Board Members' Reports -

Ms. Herzog reported on the SGA activities including the letter writing campaign for OERs and Workforce Pell grants. An Advocacy Day will take place on April 18 where the students will advocate for mental health funding. They will also be attending a student engagement conference with Student Life at Carl Sandburg. The Black Student Union will host a masquerade ball on April 13 with dinner and dancing.

V. Strategic Discussion

A. LLCC Police Department

Chris Russell, Chief of Police, presented information about the LLCC Police Department.

VI. Executive Session

MOTION NO. 03-27-24-4:

Dr. Davis moved to hold an executive session for the purposes of discussing personnel matters, faculty tenure and continuing employment and pending/imminent legal matters. Mr. Fulgenzi seconded.

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

MOTION NO. 03-27-24-5:

Trustee Davis moved to return to open session at 6:54 p.m. Trustee Rosenthal seconded.

All members voted aye. PASSED

VII. Actions from Executive Session

MOTION NO. 03-27-24-6:

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Personnel Matters

DATE: March 27, 2024

We recommend the following personnel actions:

FACULTY

- A. Approve the appointment of Chris Tople as Surgical Technology Instructor. Chris received his Associate of Applied Science degree in Surgical Technology from Richland Community College. He currently serves as the Program Director, Surgical Technology at LLCC. His employment will be effective August 13, 2024 with placement on Associates, Step 10 of the 2024-2025 faculty salary schedule.

ADMINISTRATOR

- A. Resignation

Brenda Elliott, Director, Work-Based Learning, effective date 6/30/2024.

- B. Approve a change in salary grade for Dr. Laurel Bretz. Her position, now titled Associate Vice President, Corporate, Continuing and Professional Education was

Edmonds, Christopher	Program Director, Construction Trades
Ferreira, Nick	Program Director, Emergency Services and Health
FremI, John	Director, Faculty Development
Gardner, Jeffrey	Program Director, Diesel Technologies
Giles-Brown, Leigh	Program Director, Diagnostic Medical Sonography
Hinton, Corrine	Dean, English & Humanities
Hoy, Doug	Program Director, Induc.tc

Armbruster, Anne	Director, Student Support Services
Blackburn, Jessie	Director, LLCC Litchfield
Booher, Kristin	Director, Student Engagement
Byer, Shanda	Vice President, Student Services
Goers, Bryan	Associate Vice President, Enrollment Management
Johnson, Leslie	Assistant Vice President, Student Success
Krueger, Dee	Director, LLCC Taylorville
Mason, Keri	Director, LLCC Jacksonville
Mills, Alison	Assistant Vice President, Financial Aid
Riggle, Ron	Director, Athletics
Silas, Candace	Director, Open Door Workforce Equity Initiative/PATH
Turner, Amanda	Director, Student Success

Proposed Termination

A recommendation for the termination of Andrew Blaylock, effective March 22, 2024, was presented to the Board of Trustees.