
LLCC Board of Trustees Regular Meeting

January 21, 2025

Gordon Gates, Chair

Wayne Rosenthal, Vice Chair

Samantha Enz, Secretary

Vicki Davis

Ken Elmore

Jeff Fulgenzi

Mark Holaway

Braden Nicoll, Student Trustee

Charlotte Warren, President

BOARD OF TRUSTEES

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
 - d. Quarterly Budget Transfer Report
 - 4. Information Technology
 - 5. Advancement Office
 - 6. 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 Classified Staff
- F. Report from Professional Staff
- G. Report from Facilities Services Council
- H. Chairman's Report
- I. Secretary's Report
- J. Foundation Report
- K. Other Board Members' Reports

V. Strategic Discussion

- A. Career Services

VI. Executive Session

- A. Personnel Matters
- B. Review of Executive Session Minutes
- C. Pending /Imminent Legal Matters

VII. Actions from Open/Executive Session

- A. Approval of Personnel Matters
- B. Approval of Release of Executive Session Minutes and Approval of Recording Matters

VIII. Adjournment

I. Preliminary Matters

II. Consent Agenda

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren

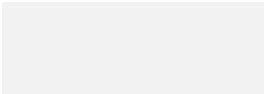
MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Out-of-State Travel

DATE: January 21, 2025



Goers, Bryan	Ellucian Live	Orlando, FL	Professional Development	\$3,202
Kennedy, Jazzy Quick	Creative Pro Week Design Conference	Phoenix, AZ	Professional Development	\$2,750
Readenour, Michael	NC3 Train the Trainer	Gray, TN	Professional Development	\$3,173
Alarcon, Luis	American Association of Collegiate Registrars and Admissions Officers	Seattle, WA	Professional Development	\$2,529
Kadiani, Rashida	American Taxation Association Teaching & Curriculum Conference	Dallas, TX	Professional Development	\$2,009
Wilson, Diane	Committee on Accreditation for Education in Neurodiagnostic Technology	Nashville, TN	Professional Development	**\$0
Matlock, Derek	National HVAC Educator Conference	Las Vegas, NV	Professional Development	\$1,624
Wiediger, Beth	Engage 2025: Psychology Conference	Tucson, AZ	Professional Development	***\$0
Miller, Becky	Instructional Technology Council Annual Conference	Charleston, SC	Professional Development	\$2,314

*Funded through CCAMPIS Grant

**Paid by Accreditation Committee

***Paid by conference

How will proposed agenda item be measured?

N/A

MOTION: Move to approve a purchase order to Advanced Technology Consultants for classroom training equipment at the total cost of \$223,345 in accordance with the terms, conditions, and specifications of Invitation to Bid #FY20 25-09.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Electrical Maintenance Training Equipment (Bid Option 2)

DATE: January 21, 2025

The College issued an Invitation to Bid for various pieces of equipment that will enhance classroom learning in our Electrical Maintenance program. The Invitation to Bid had three bidding options. Bid Option 2 includes: portable pneumatic trainers, portable hydraulic trainers, and portable mechanical drive trainers. A summary of bidders and pricing is detailed below:

As required by section 6.4 of the LLCC Board Policy, an advertisement for public bid was published in the Wednesday, November 27, 2024, edition of the State Journal Register.

In addition to the bidders above, the solicitation was also sent to: Amatrol, Jeffersonville, IN.

Budget Impact:

Total Funds Requested:	\$310,950
Source of Funds:	Department of Energy/ITAC Grant
Projected Revenue:	N/A
Projected Savings:	N/A

Student Learning Impact:
How

How will proposed agenda item be measured?
N/A

MOTION: Move to approve a purchase order to Moss Enterprises for portable classroom training equipment at the total cost of \$310,950 in accordance with the terms, conditions, and specifications of Invitation to Bid #FY20 25-09.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

Our electrical maintenance students will be provided with equipment similar to what they will use in the workplace, thus enhancing their preparedness to join the workforce.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Monthly Training Contract/Clinical Agreement Status Report

DATE: January 2 , 2025

The following is the current Training Contract/Clinical Agreement Status Report for LLCC.

The Health Professions Department seeks approval to amend the Affiliation Agreement with CARLE Foundation to expand programs included in the original agreement; a Clinical Site Agreement with IDHS Elizabeth Packard Mental Health Center for the nursing programs; a Clinical Site Agreement with Hospital Sisters Health System for all programs within the health professions department and some programs at LLCC-Medical District; and to amend the Clinical Site Agreement with OSF Healthcare to include the College's Cardiovascular Sonography and Medical Laboratory Technician to the list of programs.

The Academic Services Division seeks approval to enter Affiliation Agreement V with SIU School of Medicine IT Department; Zumbahlen, Eylh, Surratt, Foote & Flynn, Lt; and USMC/ATC Cherry Point for externship/internship opportunities within LLCC programs.

The Adult Education Department seeks approval to enter into a Memorandum of Understanding with Sangamon County Community Resources. The memorandum will provide a partnership between LLCC and SCCR to offer support for job seekers and assistance from SCCR for students wishing to obtain a GED or certifications from LLCC.

The Continuing, Corporate, and Professional Education Department seeks approval to enter affiliation agreement V with Auburn Veterinary Service, Westlake Animal Hospital and Capitol Illini Veterinary Services - Chatham for externship/internship opportunities within LLCC programs.

MOTION: Move to approve the a mendment to Affiliation Agreement with CARLE Foundation; the Clinical Site Agreement with IDHS Elizabeth Packard Mental Health Center; the a mendment to Clinical Site Agreement with OSF Healthcare; the Clinical Site

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III. Action Agenda

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Abatement Resolution of Series 2019 Bond Tax Levy

DATE: January 21, 2025

Per the bond agreement for the Lincoln Land

RESOLUTION ABATING THE 20 24 TAX LEVY FOR THE
LINCOLN LAND COMMUNITY COLLEGE (COMMUNITY
COLLEGE DISTRICT NO. 526) GENERAL OBLIGATION
BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019

WHEREAS, Lincoln Land Community College (Community College District No. 526), Counties of Sangamon, Bond, Cass, Christian, DeWitt, Fayette, Green, Logan, Macon, Macoupin, Mason, Menard, Montgomery, Morgan and Scott, and State of Illinois (the "District") issued its \$7,500,000 General Obligation Bonds (Alternate Revenue Source), Series 2019 (the "Bonds") pursuant to a resolution adopted February 27, 2019 (the "Bond Resolution") by the Board of Trustees of the District (the "Board"); and

WHEREAS, the Bond Resolution has a ~~2024~~ levy collectable in ~~2025~~ to pay principal and interest coming due on the Bonds (the "Tax Levy"), and provides that the District may abate the Tax Levy if the District has funds in the amount of the Tax Levy irrevocably on deposit in the Bond Fund; and

WHEREAS, the Board finds that the Bond Fund does now contain funds irrevocably on deposit in the amount of the Tax Levy with which the District will pay principal and interest on the Bonds next coming due.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF LINCOLN LAND COMMUNITY COLLEGE (COMMUNITY COLLEGE DISTRICT NO. 526), SANGAMON COUNTY, ILLINOIS, AS FOLLOWS:

Section 1 Incorporation of Preambles. The Board finds that the recitals contained in the preambles to this Resolution are true and correct and does incorporate ~~the recitals~~ into this Resolution by this reference.

Section 2

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Adoption of Parameters Resolution

DATE: January 21, 2025

The parameters resolution is the last official step requiring Board action in our bonding process. The adoption of this resolution will authorize the sale of bonds at market later this month. We will close on the bonds and then use the proceeds to pay off the debt certificates later in February.

MOTION: Move to approve the resolution providing for the issue of Taxable General Obligation Refunding Bonds, Series 2025A and General Obligation Bonds, Series 2025B of Lincoln Land Community College (Community College District No. 526), Counties of Sangamon, Bond, Cass, Christian, DeWitt, Fayette, Green, Logan, Macon, Macoupin, Mason, Menard, Montgomery, Morgan and Scott and State of Illinois in an aggregate principal amount not to exceed \$37,500,000, and the levy of a direct annual tax sufficient to pay the principal and interest on said bonds .

IV. Information Items

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM:

One bid was received on June 25th, the bid exceeded the project budget and was rejected. We plan on combining this with other project scope to rebid in early 2025.

Soft ball Dugout Code Compliance Upgrades
The project is complete.

PHS Projects – FY25

Exterior Door Upgrades
Development of construction documents is underway.

Eyewash Station Upgrades Phase 1
Development of construction documents is underway.

Fire Alarm System Upgrades
This PHS project is to fund a portion of an upcoming CDB project to replace fire alarm systems on all campuses. When CDB notifies us on project updates, we will update the board below under Deferred Maintenance Capital Project (CDB Managed)

Interior Wayfinding Phase 2
Development of construction documents is underway.

MEMORANDUM

TO: Members, LLCC Board of Trustees

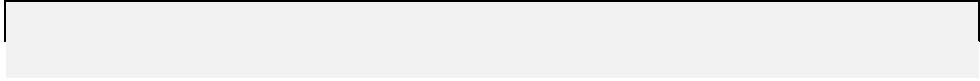
FROM: Dr. Charlotte Warren
President

SUBJECT: Quarterly Budget Transfer Report

DATE: January 21, 2025

Attached is the Quarterly Budget Transfer Report reflecting transfers at the end of the second 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.



AGENDA MASTER CALENDAR

FEBRUARY 2025

- x Sabbatical Leaves
- x Approval of Faculty Positions
- x Faculty Tenure & Continuing

V. Strategic Discussion

MEMORANDUM

TO: RANDU (A.7)20.2d (E)TP<AMCTM/212 0 1212244 .72 0Td [4 0 0 12 72