

**College of Lake County  
Community College District No. 532  
Tuesday, March 28, 2023, 5:00 PM**

The Board of Trustees of Community College District No. 532, Lake County, Illinois, will convene a Regular Meeting on Tuesday, March 28, 2023, at 5:00 PM, in **Lakeshore Campus Student Center, Eleanor Murkey Community Center, 5th Floor, 34 N. Sheridan Road, Waukegan, IL 60085**. This meeting will be in person.

Members of the public will be offered an opportunity to address the Board during the public comment portion of the meeting. **Board Policy 124.1, Public Participation**, which can be found in the [College of Lake County Policy Manual](#), sets forth the College's guidelines for public comment. Members of the public who wish to address the Board in person must provide their name via email to [president@clcollinois.edu](mailto:president@clcollinois.edu) by 2:00 PM on Tuesday, March 28, 2023. Individuals will be called to the podium when it is their time and provided three minutes to address the Board.

## AGENDA

### 1. Call to Order and Roll Call

### 2. Approval of the Agenda

### 3. Receipt of Notices, Communications, Hearings and Petitions

This is the part of the meeting where the public may address the Board. The agenda described how any member of the public could address the Board during this meeting. Public comment requests to address the Board were accepted via email to: [president@clcillinois.edu](mailto:president@clcillinois.edu) by 3 pm today. The purpose of public comment is for trustees to listen to our constituents.

### 4. Reports

#### 4.1. Chair's Report

#### 4.2. President's Report

##### 4.2.1. Lakeshore Campus Update

##### 4.2.2. Enterprise Resource Planning Software System

### 5. Consent Agenda (Action Items)

Before getting a motion to approve the Consent Agenda items, which are all items under Section 5, including minutes, financial reports, purchasing items, and human resources reports, Board Members have the opportunity to request the removal of specific items from the consent agenda.

Any item(s) removed from the Consent Agenda will be voted on individually immediately following the approval of the remaining Consent Agenda items.

#### 5.1. Approval of the Minutes

##### 5.1.1. Committee of the Whole Meeting Minutes of February 21, 2023

##### 5.1.2. Regular Meeting Minutes of February 28, 2023

##### 5.1.3. Closed Meeting Minutes of February 28, 2023

#### 5.2. Financial

##### 5.2.1. Resolution Approving Reimbursement of Business-Related Travel Expenses 4

##### 5.2.2. Resolution Approving and Ratifying Bills, Authorizing Budget Transfers and Accepting the Monthly Financial Report 5

#### 5.3. Purchasing

Nothing this month

#### 5.4. Human Resources

Copies of all proposed employee contracts are available at <http://dept.clcillinois.edu/pre/contracts/contractsmarch2023.pdf>

##### 5.4.1. New Hires 15

##### 5.4.2. Probationary Period Completion 16

Agenda for Regular Meeting of Tuesday, March 28, 2023

|   |           |
|---|-----------|
| <b>5.4.3. Promotions</b>  | <b>19</b> |
| <b>5.4.4. Personnel and Position Changes</b>  | <b>20</b> |
| <b>5.4.5. Faculty Employment Contracts</b>  | <b>22</b> |
| <b>5.4.6. Resignations and Retirements</b>  | <b>32</b> |
| <b>5.5. Contracts and Grants</b>  | <b>33</b> |
| <b>5.6. Other</b>   | <b>34</b> |
| <b>6. Presentment of Board Policies and Objectives (Information Items)</b><br>Nothing this month  |           |
| <b>7. New Business (Action Items)</b>   |           |
| <b>7.1. Enterprise Resource Planning (ERP) Software System</b>  | <b>36</b> |
| <b>7.2. Elevator Component Upgrade</b>  | <b>37</b> |
| <b>7.3. Anti-Racism Statement</b>   | <b>38</b> |
| <b>8. Executive Session (Closed)</b>  |           |
| Closed Meeting called under the Illinois Compiled Statutes 5 ILCS 120 for the following reasons:  |           |
| <ul style="list-style-type: none"><li>• Section 2(c) (1): "The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body..."</li><li>• Section 2(c) (2): "Collective negotiating matters between the public body and its employees or their representatives..."</li><li>• Section 2(c) (11): "Litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending before a court..."</li></ul> |           |
| <b>9. Other Matters for Information or Discussion</b>   |           |
| <b>10. Adjournment</b>  |           |

5. CONSENT AGENDA 2. FINANCIAL

**5.2.1. RESOLUTION APPROVING REIMBURSEMENT OF BUSINESS-RELATED TRAVEL EXPENSES**

**Lead Staff:** Kevin Appleton, Vice President of Business Services and Finance

WHEREAS, the list of reimbursements for business-related travel expenses is required to be approved by the Board of Trustees in accordance with the College of Lake County Policy 108 and Policy 960 and 50 ILCS 150/1 et seq.; and

WHEREAS, the monthly expenses to be approved pursuant to 50 ILCS 150/1 et seq., are set forth below;

NOW BE IT RESOLVED that the Board of Trustees approves the reimbursement for business-related travel expenses in the amount of \$5,211.82 for the Association of Community College Trustees (ACCT) Community College National Legislative Summit, Achieving the Dream 19<sup>th</sup> Annual conference and Illinois Community College Trustees Association (ICCTA) monthly meeting.

PASSED this 28th day of March 2023 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

**Recommendation:** Adopt the resolution approving reimbursement of business-related travel expenses.

5. CONSENT AGENDA 2. FINANCIAL

**5.2.2. RESOLUTION APPROVING AND RATIFYING BILLS, AUTHORIZING BUDGET TRANSFERS AND ACCEPTING MONTHLY FINANCIAL REPORT**

**Lead Staff:** Kevin Appleton, Vice President, Business Services and Finance

WHEREAS, the list of bills has been provided to the Board of Trustees in accordance with the College of Lake County Approval of Bills for Payment Policy 713; and

WHEREAS, the full details of the monthly financial report are contained in this document and a summary is attached hereto; and

WHEREAS, no budget transfers exceeding the threshold of \$25,000 are recommended to the Fiscal Year 2023 Budget;

NOW BE IT RESOLVED that the Board of Trustees approves the bills provided under separate cover and accepts the monthly financial report.

PASSED this 28th day of March 2023 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

**Recommendation:** Adopt the resolution approving and ratifying bills, authorizing budget transfers and accepting monthly financial report.

## 5. CONSENT AGENDA 2. FINANCIAL

### Operating Funds Financial Highlights

**REVENUE:** The revenues in the operating funds reflect 66.7 percent of budgeted revenues through January 2023. At the end of January 2022, the College had received 60.3 percent of the amount budgeted.

As of January 31, 2023, the College had received revenues equal to \$42.6 million in Fiscal Year 2023 for local taxes. Local tax revenue is budgeted at \$77.4 million for Fiscal Year 2023.

Also, as of January 31, 2023, student enrollment reflected 92.8 percent of the tuition revenue. At the end of January 2022, the College had received 92.5 percent of the amount budgeted. Deferred tuition revenue for summer and fall 2022 was transferred into the appropriate revenue accounts in October 2022.

**EXPENDITURES:** The expenditures in the operating funds as of January 31, 2023, reflect 50.6 percent of budgeted expenditures for the year. In comparison, as of January 31, 2022, the College had expended 49.1 percent of the amount budgeted. The College is trending on track with the FY 2023 budget plan.

**INVESTMENTS:** Treasury yields rose in the very short term and fell across the rest of the curve in January. The 10-year saw a 37 basis points (bps) decrease in rates and the 30-year saw a decrease of 34 bps, while the 2- and 5-year rates decreased by 23 and 39 bps, respectively, leading to the Broad Treasury Index returning 2.59 percent for the month. The Bloomberg U.S. Aggregate Index (Aggregate) gained 3.08 percent in January. Investment-grade (IG) credit as a whole returned 3.81 percent, AAA-rated bonds returned 2.07 percent, AA-rated bonds returned 3.71 percent, A-rated bonds returned 3.78 percent and BBB-rated bonds returned 4.14 percent. High-yield corporate bonds also saw a gain of 3.81 percent during the month.



## **Monthly Financial Report**

***FOR THE MONTH ENDED***

**January 31, 2023**

5. CONSENT AGENDA 2. FINANCIAL

**Educational Fund  
Balance Sheet  
As of January 31, 2023**

**ASSETS**

**CASH**

|              |               |
|--------------|---------------|
| Cash In Bank | 11,782,846.47 |
| Change Funds | 8,800.00      |

**INVESTMENTS**

|                   |               |
|-------------------|---------------|
| Other Investments | 61,998,242.25 |
|-------------------|---------------|

**RECEIVABLES**

|                                     |                |
|-------------------------------------|----------------|
| Taxes Receivable - Current Levy     | 32,730,949.49  |
| Corp PRS Property Replc Tax Rec     | 626,196.03     |
| Allowance for Uncollectable Tuition | (2,150,974.14) |
| Student Tuition Receivable          | 14,606,467.92  |

**ACCRUED REVENUE**

|                             |      |
|-----------------------------|------|
| Accrued Interest            | 0.00 |
| Accrued State Apportionment | 0.00 |
| Other Accrued Revenue       | 0.00 |

**INTER-FUND RECEIVABLE**

|   |               |
|---|---------------|
| Receivable From Education Fund          | 84,436.46     |
| Receivable From Maintenance Fund        | 1,791.43      |
| Receivable From O.B.M. Fund             | 2,235,950.09  |
| Receivable From Bond/Int Fund           | 0.00          |
| Receivable From Auxiliary Fund          | 98,101.82     |
| Receivable From Restricted Purpose Fund | 23,822,236.39 |
| Receivable From Working Cash            | 0.00          |
| Tuition Receivable From Financial Aid   | 0.00          |
| Receivable From Other Funds             | 11,148,105.63 |

**Deferred Expenses**

|                   |           |
|-------------------|-----------|
| Deferred Expenses | 36,027.50 |
|-------------------|-----------|

**TOTAL ASSETS**

|                |
|----------------|
| 157,029,177.34 |
|----------------|

5. CONSENT AGENDA 2. FINANCIAL

**LIABILITIES AND FUND BALANCE**

**LIABILITIES**

**PAYROLL DEDUCTIONS PAYABLE**

Payroll Deductions Payable 89,376.85

**CURRENT OBLIGATIONS PAYABLE**

Current Obligations Payable 0.00

**ACCOUNTS PAYABLE**

Accounts Payable 657,507.86

**ACCRUED EXPENSES**

Accrued Expense 658,392.00

**INTER-FUND PAYABLE**

Payable to Maintenance Fund 7,348.00

Payable to Education Fund 10,739,216.76

Payable to O. B. M. Funds 10,365,156.31

Payable to Bond & Interest Fund 0.00

Payable to Auxiliary Fund 64,189.41

Payable to Restricted Purpose Fund 26,014,172.14

Payable to Working Cash Fund 0.00

Payable to Other Funds 25,145,254.10

**DEFERRED REVENUES**

Property Taxes 29,418,910.42

**OTHER LIABILITIES**

Other Liabilities 968,584.70

Vacation Accrual 2,807,342.68

**FUND BALANCE**

Fund Balance 50,093,726.11

**TOTAL FUND BALANCE**

50,093,726.11

**TOTAL LIABILITIES & FUND BALANCE**

157,029,177.34

**College of Lake County**  
**CLC\_Comparison\_Fund\_01**  
**Statement of Changes in Fund Balance**  
**Month Ending: January 31, 2023**

|                               | <u>Year to Date</u>  |                | <u>Prior Year to Date</u> |                |
|-------------------------------|----------------------|----------------|---------------------------|----------------|
|                               | <u>Actual</u>        | <u>Percent</u> | <u>Actual</u>             | <u>Percent</u> |
| <b><u>INCOME</u></b>          |                      |                |                           |                |
| Current Taxes                 | 31,810,751.44        | 45.65%         | 27,295,192.71             | 43.75%         |
| CPPRT Corp Pers Prop Repl Tax | 2,426,644.13         | 3.48%          | 1,126,965.25              | 1.81%          |
| ICCB Credit Hour Grants       | 5,804,303.13         | 8.33%          | 5,406,890.59              | 8.67%          |
| Vocational Education          | 297,745.50           | 0.43%          | 287,786.00                | 0.46%          |
| Tuition                       | 25,478,948.69        | 36.56%         | 25,144,234.83             | 40.31%         |
| Graduation Fees               | 195.00               | 0.00%          | 510.00                    | 0.00%          |
| Transcript Fees               | 43,400.08            | 0.06%          | 47,158.20                 | 0.08%          |
| On-line Course Fee            | 628,695.82           | 0.90%          | 983,886.69                | 1.58%          |
| Laboratory Fees               | 382,565.94           | 0.55%          | 418,443.62                | 0.67%          |
| Payment Plan Enrollment Fee   | 26,775.00            | 0.04%          | 26,760.00                 | 0.04%          |
| Credit By Exam Fees           | 350.00               | 0.00%          | 350.00                    | 0.00%          |
| Comprehensive Fees            | 4,041,833.72         | 5.80%          | 4,094,995.14              | 6.56%          |
| Activity Fee Adjustment       | (2,410,718.00)       | -3.46%         | (2,346,102.00)            | -3.76%         |
| Gain(Loss) on Investment      | 827,245.71           | 1.19%          | (156,169.99)              | -0.25%         |
| Other Interest                | 121,910.28           | 0.17%          | 0.00                      | 0.00%          |
| Sweep Accounts                | 121,022.26           | 0.17%          | 1,314.23                  | 0.00%          |
| Library Fines                 | 363.89               | 0.00%          | 279.19                    | 0.00%          |
| Miscellaneous Revenue         | 73,267.73            | 0.11%          | 41,450.37                 | 0.07%          |
| Other Revenue/Rebates         | 11,849.35            | 0.02%          | 10,161.26                 | 0.02%          |
| Over Short                    | 0.00                 | 0.00%          | 3.17                      | 0.00%          |
| <b>Total Income</b>           | <b>69,687,149.67</b> | <b>100%</b>    | <b>62,384,109.26</b>      | <b>100%</b>    |

Percentages Rounded

5. CONSENT AGENDA 2. FINANCIAL

**EXPENDITURES**

|                               |                      |             |                      |             |
|-------------------------------|----------------------|-------------|----------------------|-------------|
| Salaries                      | 39,832,789.22        | 75%         | 39,717,825.51        | 77%         |
| Employee Benefits             | 6,571,758.36         | 12%         | 5,767,175.27         | 11%         |
| Contractual Services          | 3,067,955.30         | 6%          | 3,193,895.47         | 6%          |
| General Material & Supplies   | 1,297,221.64         | 2%          | 1,376,885.51         | 3%          |
| Travel/Conference Meeting Exp | 311,153.68           | 1%          | 158,242.66           | 0%          |
| Fixed Charges                 | 782,612.09           | 1%          | 758,326.96           | 1%          |
| Utilities                     | 32,000.31            | 0%          | 30,196.91            | 0%          |
| Capital Outlay                | 9,326.50             | 0%          | 52,120.20            | 0%          |
| Other Expenditures            | 1,303,736.41         | 2%          | 702,018.35           | 1%          |
| Total Expense                 | <u>53,208,553.51</u> | <u>100%</u> | <u>51,756,686.84</u> | <u>100%</u> |

|                        |                      |                      |
|------------------------|----------------------|----------------------|
| Beginning Fund Balance | 38,721,962.95        | 35,908,206.69        |
| Add: Revenues          | 69,687,149.67        | 62,384,109.26        |
| Less: Expenses         | (53,208,553.51)      | (51,756,686.84)      |
| Operating Transfers    | (5,106,833.00)       | (5,942,906.00)       |
| Ending Fund Balance    | <u>50,093,726.11</u> | <u>40,592,723.11</u> |

Percentages Rounded

**Operations & Maintenance Fund  
Balance Sheet  
As of January 31, 2023**

**ASSETS**

**CASH**

|              |               |
|--------------|---------------|
| Cash In Bank | 16,436,612.99 |
|--------------|---------------|

**INVESTMENTS**

|                         |      |
|-------------------------|------|
| Repurchase Agreements   | 0.00 |
| Treasury Bills          | 0.00 |
| Certificates of Deposit | 0.00 |

**RECEIVABLES**

|                                 |              |
|---------------------------------|--------------|
| Taxes Receivable - Current Levy | 8,707,773.22 |
| Vendor Receivables              | 15,842.05    |

**ACCRUED REVENUE**

|                       |      |
|-----------------------|------|
| Accrued Interest      | 0.00 |
| Other Accrued Revenue | 0.00 |

**INTER-FUND RECEIVABLE**

|   |              |
|---|--------------|
| Receivable From Education Fund          | 16,433.00    |
| Receivable From O.B.M. Fund             | 1,702,269.28 |
| Receivable From Bond/Int Fund           | 0.00         |
| Receivable From Auxiliary Fund          | 0.00         |
| Receivable From Restricted Purpose Fund | 1,046,372.67 |
| Receivable From Working Cash            | 0.00         |
| Receivable From Other Funds             | 117,823.38   |

**Deferred Expenses**

|                   |            |
|-------------------|------------|
| Deferred Expenses | 204,422.50 |
|-------------------|------------|

**TOTAL ASSETS**

|  |               |
|--|---------------|
|  | 29,862,282.82 |
|--|---------------|

5. CONSENT AGENDA 2. FINANCIAL

**LIABILITIES AND FUND BALANCE**

**LIABILITIES**

**CURRENT OBLIGATIONS PAYABLE**

Current Obligations Payable 0.00

**ACCOUNTS PAYABLE**

Accounts Payable 1,005,154.69

**ACCRUED EXPENSES**

Accrued Expense 0.00

**INTER-FUND PAYABLE**

Payable to Education Fund 807,533.49

Payable to O. B. M. Funds 12,775,239.37

Payable to Bond & Interest Fund 0.00

Payable to Auxiliary Fund 72.24

Payable to Restricted Purpose Fund 49,307.76

Payable to Working Cash Fund 0.00

Payable to Other Funds 0.00

**DEFERRED REVENUES**

Property Taxes 7,826,646.59

Miscellaneous Deferred Revenues 0.00

**OTHER LIABILITIES**

Other Liabilities 0.00

**FUND BALANCE**

Fund Balance 7,398,328.68

**TOTAL FUND BALANCE 7,398,328.68**

**TOTAL LIABILITIES & FUND BALANCE 29,862,282.82**

**RECONCILIATION**

BEGINNING FUND BALANCE 5,137,158.56

ADD: REVENUE 8,474,040.66

LESS: EXPENDITURES (6,212,870.54)

OPERATING TRANSFERS 0.00

ENDING FUND BALANCE 7,398,328.68

**College of Lake County**  
**CLC\_Comparison\_Fund\_02**  
**Statement of Changes in Fund Balance**  
**Month Ending: January 31, 2023**

|                               | <u>Year to Date</u> |                | <u>Prior Year to Date</u> |                |
|-------------------------------|---------------------|----------------|---------------------------|----------------|
|                               | <u>Actual</u>       | <u>Percent</u> | <u>Actual</u>             | <u>Percent</u> |
| <b><u>INCOME</u></b>          |                     |                |                           |                |
| Current Taxes                 | 8,403,267.01        | 99.16%         | 7,261,548.94              | 98.38%         |
| Building Rentals              | 62,408.36           | 0.74%          | 102,968.15                | 1.40%          |
| Other Facility Rentals        | 0.00                | 0.00%          | 12,337.40                 | 0.17%          |
| Miscellaneous Revenue         | 8,365.29            | 0.10%          | 4,325.36                  | 0.06%          |
| <b>Total Income</b>           | <b>8,474,040.66</b> | <b>100%</b>    | <b>7,381,179.85</b>       | <b>100%</b>    |
| <b><u>EXPENDITURES</u></b>    |                     |                |                           |                |
| Salaries                      | 2,660,200.77        | 43%            | 2,243,756.72              | 44%            |
| Employee Benefits             | 816,345.53          | 13%            | 793,271.75                | 16%            |
| Contactual Services           | 452,749.67          | 7%             | 480,053.52                | 9%             |
| General Material & Supplies   | 465,160.58          | 7%             | 134,266.93                | 3%             |
| Travel/Conference Meeting Exp | 9,719.38            | 0%             | 4,062.81                  | 0%             |
| Fixed Charges                 | 832,122.84          | 13%            | 232,823.85                | 5%             |
| Utilities                     | 898,300.11          | 14%            | 1,088,567.43              | 22%            |
| Capital Outlay                | 77,351.87           | 1%             | 99,134.66                 | 2%             |
| Other Expenditures            | 919.79              | 0%             | (13,607.29)               | 0%             |
| <b>Total Expense</b>          | <b>6,212,870.54</b> | <b>100%</b>    | <b>5,062,330.38</b>       | <b>100%</b>    |
| Beginning Fund Balance        | 5,137,158.56        |                | 5,417,145.32              |                |
| Add: Revenues                 | 8,474,040.66        |                | 7,381,179.85              |                |
| Less: Expenses                | (6,212,870.54)      |                | (5,062,330.38)            |                |
| Operating Transfers           | 0.00                |                | (788,938.00)              |                |
| <b>Ending Fund Balance</b>    | <b>7,398,328.68</b> |                | <b>6,947,056.79</b>       |                |

5. CONSENT AGENDA 4. HUMAN RESOURCES

5.4.1. NEW HIRES

|   | Employee Name           | Current Job Classification, Position Number, Position Title, Department | Proposed Job Classification, Position Number, Position Title, Department                                | Current Job Grade, Salary, FLSA | Proposed Job Grade, Salary, FLSA | Effective Date | Contract Dates        |
|---|-------------------------|---|---|---------------------------------|----------------------------------|----------------|-----------------------|
| 1   | Shell-Davis, Lautauscha | N/A   | Administrator<br>Position Number: 0013<br>Dean, Adult Education and English as a Second Language        | N/A                             | D72<br>\$118,500/<br>Exempt      | 3/27/2023      | 3/27/2023 - 6/30/2023 |
| 2   | Garamoni, Michael       | N/A   | Administrator<br>Position Number: 1020<br>Associate Dean,<br>Biological and Health Sciences<br>Division | N/A                             | D61<br>\$93,700/<br>Exempt       | 4/24/2023      | 4/24/2023 - 6/30/2023 |
| <p><b>Recommendation:</b> Approve the above full-time employment.</p> |                         |   |   |                                 |                                  |                |                       |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.2. PROBATIONARY PERIOD COMPLETION**

The following employees have successfully completed the appropriate probationary period and are recommended for continued employment in the following Board-appointed positions, in accordance with Board Policy 611 – Employment Practices and Procedures – Specialists.

|   | <b>Employee Name</b> | <b>Current Job Classification, Position Number, Position Title, Department</b>   | <b>Proposed Job Classification, Position Number, Position Title, Department</b> | <b>Current Job Grade, Salary, FLSA</b> | <b>Proposed Job Grade Salary, FLSA</b> | <b>Effective Date</b>                         | <b>Contract Dates</b> |
|---|----------------------|--|---|--|--|---|-----------------------|
| 1 | Morris, John         | Specialist<br>Position Number: 0211<br>Head Women’s Basketball Coach and Communications Coordinator, Athletic Administration | N/A   | B32<br>\$52,500/<br>Annual Exempt      | N/A                                    | Date of Probationary Completion:<br>2/25/2023 | 2/25/2023 - 6/30/2023 |
| 2 | Osman Torio, Kunnain | Specialist<br>Position Number: 1202<br>Technical Analyst, Student Records  | N/A   | C41<br>\$52,000/<br>Annual Exempt      | N/A                                    | Date of Probationary Completion:<br>2/25/2023 | 2/25/2023 - 6/30/2023 |

**Recommendation:** Approve the above full-time employment.

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.2. PROBATIONARY PERIOD COMPLETION (CONTINUED)**

The following employees have successfully completed the appropriate probationary period and are recommended for continued employment in the following Board-appointed positions, in accordance with Board Policy 502 – Employment Practices and Procedures – Classified.

|   | <b>Employee Name</b> | <b>Current Job Classification, Position Number, Position Title, Department</b>                                | <b>Proposed Job Classification, Position Number, Position Title, Department</b> | <b>Current Job Grade, Salary, FLSA</b> | <b>Proposed Job Grade Salary, FLSA</b> | <b>Effective Date</b>                         | <b>Contract Dates</b> |
|---|----------------------|---|---|--|--|---|-----------------------|
| 3   | Dunn, Samantha       | Classified<br>Position Number: 1218<br>Enrollment Services Generalist,<br>Welcome and One-Stop Center         | N/A   | B22<br>\$16.88/Hour<br>Non-exempt      | N/A                                    | Date of Probationary Completion:<br>2/25/2023 | N/A                   |
| 4   | Tejeda, Brittany     | Classified<br>Position Number: 0335<br>Assistant Teacher,<br>Children's Learning Centers,<br>Lakeshore Campus | N/A   | A13<br>\$13.98/Hour<br>Non-exempt      | N/A                                    | Date of Probationary Completion:<br>2/25/2023 | N/A                   |
| <p><b>Recommendation:</b> Approve the above full-time employment.</p> |                      |   |   |  |  |   |                       |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.2. PROBATIONARY PERIOD COMPLETION (CONTINUED)**

|  | Employee Name  | Current Job Classification, Position Number, Position Title, Department             | Proposed Job Classification, Position Number, Position Title, Department | Current Job Grade, Salary, FLSA | Proposed Job Grade Salary, FLSA | Effective Date                                | Contract Dates |
|--|----------------|---|--|---------------------------------|---------------------------------|---|----------------|
| <p>The following employee has successfully completed the appropriate probationary period and is recommended for continued employment in the following Board-appointed position, in accordance with the collective bargaining agreement between the Board and the College of Lake County Staff Council, LCFT, Local 504</p>   |                |   |  |                                 |                                 |   |                |
| 5  | Ramirez, Cesar | Classified - Union<br>Position Number: 0365<br>Lead Custodian, Custodial            | N/A  | \$19.52/Hour<br>Non-exempt      | N/A                             | Date of Probationary Completion:<br>2/25/2023 | N/A            |
| <p>The following employee has successfully completed the appropriate probationary period and is being recommended for continued employment in the following Board-appointed position, in accordance with the collective bargaining agreement between the Board and the Illinois Fraternal Order of Police Labor Council.</p> |                |   |  |                                 |                                 |   |                |
| 6  | Feger, Ward    | Classified - Union<br>Position Number: 0115<br>Police Officer,<br>Police Department | N/A  | \$28.00/Hour<br>Non-exempt      | N/A                             | Date of Probationary Completion:<br>2/25/2023 | N/A            |
| <p><b>Recommendation:</b> Approve the above full-time employment.</p>  |                |   |  |                                 |                                 |   |                |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.3. PROMOTIONS**

The following employees applied for and have been selected for a promotion in the Board-approved positions noted below.

|   | <b>Employee Name</b> | <b>Current Job Classification, Position Number, Position Title, Department</b>                    | <b>Proposed Job Classification, Position Number, Position Title, Department</b>                                    | <b>Current Job Grade, Salary, FLSA</b> | <b>Proposed Job Grade, Salary, FLSA</b> | <b>Effective Date</b> | <b>Contract Dates</b> |
|---|----------------------|---|--|--|---|-----------------------|-----------------------|
| 1   | Castillo, Jenny      | Classified<br>Position Number: 0993<br>Office Assistant,<br>Dental Hygiene                        | Classified<br>Position Number: 0085<br>Senior Administrative Assistant,<br>Biological and Health Sciences Division | A11<br>\$13.00/<br>Hour<br>Non-Exempt  | B23<br>\$18.59/<br>Hour<br>Non-Exempt   | 4/3/2023              | N/A                   |
| 2   | Kosberg, Becky       | Classified<br>Position Number: 1332<br>Office Associate,<br>Access and Disability Resource Center | Specialist<br>Position Number: 0870<br>Accessibility Coordinator,<br>Access and Disability Resource Center         | B21<br>\$18.74/<br>Hour<br>Non-Exempt  | B32<br>\$54,200/<br>Annual<br>Exempt    | 4/3/2023              | 4/3/2023 - 6/30/2023  |
| <b>Recommendation:</b> Approve the above actions. |                      |   |  |  |   |                       |                       |

5. CONSENT AGENDA 4. HUMAN RESOURCES

5.4.4. PERSONNEL AND POSITION CHANGES

|   | Reason            | Employee Name | Current Job Classification, Position Number, Position Title, Department                        | Proposed Job Classification, Position Number, Position Title, Department              | Current Job Grade, Salary, FLSA | Proposed Job Grade, Salary, FLSA | Effective Date | Contract Dates |
|---|-------------------|---------------|--|---|---------------------------------|----------------------------------|----------------|----------------|
| Administration recommends the reassignment of a vacant classified position to Facilities Administration. The position change is funded through existing budget resources. |                   |               |  |   |                                 |                                  |                |                |
| 1   | Title, Job Grade  | Vacant        | Classified<br>Position Number: 0348<br>Senior Administrative Assistant,<br>Business Operations | Classified<br>Position Number: 0348<br>Office Associate,<br>Facilities Administration | B23<br>Non-exempt               | B21<br>Non-exempt                | 3/29/2023      | N/A            |
| Administration recommends the reassignment of a vacant administrator position for Global Engagement. The position change is funded through existing budget resources.     |                   |               |  |   |                                 |                                  |                |                |
| 2   | Title, Department | Vacant        | Administrator<br>Position Number: 1762<br>Director, Student Records and Global Engagement      | Administrator<br>Position Number: 1762<br>Director,<br>Global Engagement              | D61<br>Exempt                   | D61<br>Exempt                    | 3/29/2023      | TBD            |
| Administration recommends a new specialist position for Community Programming, Urban Farm. This position will be grant funded.  |                   |               |  |   |                                 |                                  |                |                |
| 3   | New Position      | N/A           | N/A  | Specialist<br>Position Number: TBD<br>Laboratory Coordinator*,<br>Urban Farm          | N/A                             | B24<br>Non-exempt                | 3/29/2023      | TBD            |
| <b>Recommendation:</b> Approve the position changes, effective March 29, 2023.  |                   |               |  |   |                                 |                                  |                |                |

\*Grant/externally funded position.

5. CONSENT AGENDA 4. HUMAN RESOURCES

5.4.4. PERSONNEL AND POSITION CHANGES (CONTINUED)

|   | Reason                    | Employee Name | Current Job Classification, Position Number, Position Title, Department                                    | Proposed Job Classification, Position Number, Position Title, Department                             | Current Job Grade, Salary, FLSA       | Proposed Job Grade, Salary, FLSA     | Effective Date | Contract Dates      |
|---|---------------------------|---------------|--|--|---------------------------------------|--------------------------------------|----------------|---------------------|
| Administration recommends the promotion of a current administrator to Assistant Vice President for Strategy, Planning and Support. The position change is funded through existing budget resources. |                           |               |  |  |                                       |                                      |                |                     |
| 4   | Promotion to New Position | Branson, Nick | Administrator<br>Position Number: 1763<br>Director Student Success Strategies,<br>Student Success Strategy | Administrator<br>Position Number: TBD<br>Assistant Vice President,<br>Strategy, Planning and Support | D71<br>\$109,403/<br>Annual<br>Exempt | E82<br>\$135,000<br>Annual<br>Exempt | 3/29/2023      | 3/29/2023-6/30/2023 |
| <b>Recommendation:</b> Approve the position changes, effective March 29, 2023.  |                           |               |  |  |                                       |                                      |                |                     |

## 5. CONSENT AGENDA 4. HUMAN RESOURCES

### 5.4.5. FACULTY EMPLOYMENT CONTRACTS

Per the 2022-2025 Collective Bargaining Agreement (CBA) between the Board of Trustees of the College of Lake County and the College of Lake County Federation of Teachers, Local No. 2394, AFT approved by the Board on February 28, 2023, the following full-time instructional and non-instructional faculty are employed for the 2022-2023 academic year (contract dates August 16, 2022 - May 13, 2023). These contracts are regular full-time load and do not include overload pay. These contracts have been made public with the public posting of the board meeting agenda.

|    | <b>Last Name, First Name</b> | <b>Position Title</b>   |
|----|------------------------------|---|
| 1  | Abdallah, Mohammad           | Instructor, Heating and Air Conditioning Engineering Technology |
| 2  | Ahchiyski, Vasil             | Instructor, Mechatronics  |
| 3  | Aichele, Kim                 | Instructor, Dental Hygiene                                      |
| 4  | Aiossa, Elizabeth            | Instructor, English   |
| 5  | Albrecht, Kenneth            | Instructor, Mechatronics  |
| 6  | Alonso, Javier               | Instructor, Criminal Justice                                    |
| 7  | Alpert, Valerie              | Instructor, Dance   |
| 8  | Andersen, Eric               | Instructor, Precision Machining Technology                      |
| 9  | Anderson, Diane              | Librarian   |
| 10 | Andrade, Francisco           | Instructor, CAD   |
| 11 | Andrews, Jeff                | Instructor, Mathematics   |
| 12 | Aquino, Tessa                | Instructor, English   |
| 13 | Arce, Kelly                  | Instructor, ESL   |
| 14 | Ardito, Frank                | Instructor, Physical Education                                  |
| 15 | Audi, Ahmad                  | Instructor, Chemistry   |
| 16 | Behling, Erika               | Librarian   |
| 17 | Beintema, Mark               | Instructor, Mathematics   |
| 18 | Belec-Olander, Ruth          | Instructor, Certified Nursing Assistant                         |
| 19 | Benjamin, Nora               | Instructor, Psychology  |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)**

|    | <b>Last Name, First Name</b> | <b>Position Title</b>   |
|----|------------------------------|---|
| 20 | Benson, Perry                | Instructor, Academic Success                                    |
| 21 | Berkowitz, Eric              | Instructor, Computer Information Technology Cybersecurity       |
| 22 | Black, Kelly                 | Instructor, Reading   |
| 23 | Bolton, David                | Instructor, Art   |
| 24 | Bonine, Mary                 | Instructor, Biology   |
| 25 | Boyd, Riyanti                | Instructor, Mathematics   |
| 26 | Boyke, Kimberly              | Instructor, Mathematics   |
| 27 | Breen, Nathan                | Instructor, English   |
| 28 | Brown, Wendy                 | Instructor, Anthropology/Sociology                              |
| 29 | Bruellman, Jill              | Instructor, ELI/TESOL/TESL                                      |
| 30 | Brueske, Shari               | Instructor, Psychology  |
| 31 | Buckner, Mary                | Instructor, Nursing   |
| 32 | Burde, Jared                 | Instructor, Physics   |
| 33 | Burgos, Douglas              | Instructor, Heating and Air Conditioning Engineering Technology |
| 34 | Calderon Duran, Marcela      | Instructor, Early Childhood/Elementary Education*               |
| 35 | Carlson, Donna               | Instructor, Mathematics   |
| 36 | Cartwright, Kelly            | Instructor, Biology   |
| 37 | Carver, Mary Lynn            | Instructor, ABE/GED Reading                                     |
| 38 | Cash, Amanda                 | Instructor, English   |
| 39 | Cashmore, Jason              | Instructor, Biology   |
| 40 | Casper, Natalia              | Instructor, Mathematics   |
| 41 | Cavazos, Octavio             | Instructor, Automotive Collision Repair                         |
| 42 | Chapa, Michael               | Instructor, Heating and Air Conditioning Engineering Technology |
| 43 | Chernaik, Anne               | Librarian   |

\*Grant/externally funded position.

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)**

|    | <b>Last Name, First Name</b> | <b>Position Title</b>               |
|----|------------------------------|-------------------------------------|
| 44 | Chessman, Nolan              | Instructor, English                 |
| 45 | Chittal, Jay                 | Instructor, Accounting              |
| 46 | Chmara, Joel                 | Instructor, Communication           |
| 47 | Chu, Shanti                  | Instructor, Philosophy              |
| 48 | Clark, Patty                 | Instructor, Business Administration |
| 49 | Colton, Cathy                | Instructor, English                 |
| 50 | Cooling, Chris               | Instructor, Communication           |
| 51 | Coykendall, Mark             | Instructor, Biology                 |
| 52 | Crews, Therese               | Instructor, Dance                   |
| 53 | Cullen II, Mick              | Instructor, Human Services          |
| 54 | Cumpston, Ryan               | Instructor, Earth Sciences          |
| 55 | Cunningham, Ali              | Instructor, Communication           |
| 56 | Dameron, Kristi              | Instructor, Biology                 |
| 57 | Dublis, Katie                | Instructor, English                 |
| 58 | Durbha, Vara                 | Instructor, Psychology              |
| 59 | Edwards, Jan                 | Instructor, Engineering             |
| 60 | Eggler, Elliot               | Instructor, Surgical Technology     |
| 61 | Fasano, Lisa                 | Instructor, Medical Assisting       |
| 62 | Faulk, Josie                 | Instructor, History                 |
| 63 | Filiatreault, Dory           | Instructor, Sociology               |
| 64 | Filicette, Teresa            | Instructor, Academic Success        |
| 65 | Finer, Evan                  | Instructor, Psychology              |
| 66 | Fisher, Janet                | Instructor, Academic Success        |
| 67 | Flack, Michael               | Instructor, Music                   |
| 68 | Folger, Tracie               | Instructor, Theatre                 |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)**

|    | <b>Last Name, First Name</b> | <b>Position Title</b>                                    |
|----|------------------------------|--|
| 69 | Forsberg, Imelda             | Instructor, Basic Nurse Assisting                        |
| 70 | Garcia Jr, David             | Instructor, Automotive Collision Repair                  |
| 71 | George, Edwin                | Instructor, Philosophy                                   |
| 72 | Gifford, Fred                | Instructor, Communication                                |
| 73 | Giordani, Tania              | Instructor, ABE/GED Mathematics                          |
| 74 | Gollapudi, Lakshmi           | Instructor, Biology                                      |
| 75 | Gonder, Patrick              | Instructor, English/Humanities                           |
| 76 | Gordon, Gregory              | Instructor, History                                      |
| 77 | Habeger, Hans                | Instructor, Art  |
| 78 | Harper, Lynn                 | Instructor, Communication                                |
| 79 | Hasbrouck, Jason             | Instructor, Mathematics                                  |
| 80 | Hasbrouck, Kim               | Instructor, Mathematics                                  |
| 81 | Hawarny, Becky               | Instructor, Nursing                                      |
| 82 | Hay, Marsha                  | Instructor, Biology                                      |
| 83 | Henry, Michele               | Instructor, Nursing (Term Limited)                       |
| 84 | Herzog, Kalyn                | Instructor, Biology                                      |
| 85 | Hester, Joseph               | Instructor, ESL  |
| 86 | Hines, Jeffrey               | Instructor, Machine Tool Trade                           |
| 87 | Hobart, Laura                | Instructor, Mathematics                                  |
| 88 | Hodges, Terence              | Instructor, Human Services                               |
| 89 | Hooper, David                | Instructor, Hospitality and Culinary Management          |
| 90 | Howell, Jeff                 | Instructor, Fire Science Technology/Emergency Management |
| 91 | Hulvat, Jen                  | Instructor, Criminal Justice                             |
| 92 | Hunt, Barb                   | Instructor, Nursing                                      |
| 93 | Hunter, Byron                | Instructor, Mathematics                                  |

## 5. CONSENT AGENDA 4. HUMAN RESOURCES

### 5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)

|     | Last Name, First Name | Position Title                                |
|-----|-----------------------|---|
| 94  | Hutchinson, Frederic  | Instructor, Sociology                         |
| 95  | Hwang, Saehan         | Instructor, Mathematics                       |
| 96  | Illg, Karsten         | Instructor, Welding Fabrication Technology    |
| 97  | Iordan, Dunia         | Instructor, Nursing                           |
| 98  | Jacobs, Mary          | Instructor, Dental Hygiene                    |
| 99  | Jimenez, Miguel       | Instructor, English                           |
| 100 | Jones, Malika         | Instructor, Adult Basic Education Transitions |
| 101 | Jones, Shane          | Instructor, Biology                           |
| 102 | Kahveci, Ajda         | Instructor, Chemistry                         |
| 103 | Kaur Singh, Neeru     | Instructor, Health Information Technology     |
| 104 | Keesling, Derrek      | Instructor, Automotive Technology             |
| 105 | Kellerhals, Bill      | Instructor, Photonics                         |
| 106 | Kikuchi, Ken          | Instructor, Psychology                        |
| 107 | Kordik, Cheryl        | Instructor, Chemistry                         |
| 108 | Kozien, Michael       | Instructor, Digital Media and Design          |
| 109 | Krachtus, Debbie      | Instructor, Nursing                           |
| 110 | Krishnamurthy, Venkat | Instructor, Business Administration           |
| 111 | Kumar, Sanjay         | Instructor, Computer Information Technology   |
| 112 | Kupetz, John          | Instructor, Digital Media and Design          |
| 113 | Kurbanov, Elbek       | Instructor, Chemistry                         |
| 114 | Kurschner, Mike       | Instructor, Industrial Technology*            |
| 115 | Kurup, Shyam          | Instructor, Mathematics                       |
| 116 | Kusiak, Kathy         | Instructor, English                           |
| 117 | Lally, Martha         | Instructor, Psychology                        |
| 118 | Latza, Michael        | Instructor, English                           |

\*Grant/externally funded position.

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)**

|     | <b>Last Name, First Name</b> | <b>Position Title</b>   |
|-----|------------------------------|---|
| 119 | LeFeber, Lindsey             | Librarian   |
| 120 | Ledvina, Holly               | Librarian   |
| 121 | Lee, Yoonill                 | Instructor, Electrical Engineering Technology                   |
| 122 | Leifheit, Cristen            | Instructor, Art/Digital Media                                   |
| 123 | Leiter, Derek                | Instructor, Pharmacy Technician                                 |
| 124 | Lenz, Steven                 | Instructor, Heating and Air Conditioning Engineering Technology |
| 125 | Liles, Ty                    | Instructor, Geography   |
| 126 | Lossmann, Robert             | Instructor, Art   |
| 127 | Lozano, Christina            | Instructor, Medical Imaging                                     |
| 128 | MacDonald, Cindy             | Instructor, Nursing   |
| 129 | MacDonald, Lucia             | Instructor, Nursing   |
| 130 | Martin, Elisabeth            | Instructor, Biology   |
| 131 | Maslanka, Vasilka            | Instructor, English   |
| 132 | Mazilu, Ana                  | Instructor, Physics   |
| 133 | Melnitschuk, Chris           | Instructor, Health Information Technology                       |
| 134 | Meyer, Kathryn               | Instructor, Business and Supply Chain Management                |
| 135 | Micek, Alyssa                | Instructor, ESL   |
| 136 | Mikol, Carmella              | Instructor, Nursing   |
| 137 | Milburn, Colleen             | Instructor, Nursing   |
| 138 | Miller, Gayle                | Instructor, Legal Studies                                       |
| 139 | Mudrock, Jeff                | Instructor, Mathematics   |
| 140 | Mullinax, Stefan             | Instructor, Economics   |
| 141 | Munk, Rebecca                | Instructor, Philosophy  |
| 142 | Murphy, Timothy              | Instructor, Political Science                                   |
| 143 | Myers, Don                   | Instructor, Automotive Collision Repair                         |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)**

|     | <b>Last Name, First Name</b> | <b>Position Title</b>                           |
|-----|------------------------------|---|
| 144 | Nehring, Annette             | Instructor, Mathematics                         |
| 145 | Nelson, Michele              | Instructor, English                             |
| 146 | Norwood, Angela M            | Instructor, Phlebotomy                          |
| 147 | Novinska, Teresa             | Instructor, Hospitality and Culinary Management |
| 148 | O'Connell, Mary              | Librarian                                       |
| 149 | O'Grady, Liz                 | Instructor, Biology                             |
| 150 | Oliva, Sonia                 | Instructor, Sociology                           |
| 151 | Ott, Adina                   | Instructor, Chemistry and Pharmacy Technician   |
| 152 | Otto, Laura                  | Instructor, English                             |
| 153 | Pabedinskas, Joana           | Instructor, Health and Wellness Promotion       |
| 154 | Palumbo, Scott               | Instructor, Anthropology                        |
| 155 | Paterno, Cari                | Instructor, Psychology (Term Limited)           |
| 156 | Pitrello, Nina               | Instructor, Anthropology                        |
| 157 | Pittman, Deidra              | Instructor, Phlebotomy                          |
| 158 | Poma, Gladys                 | Instructor, Mathematics                         |
| 159 | Porter, Margie               | Instructor, Mechanical Engineering              |
| 160 | Priest, Eric                 | Instructor, Earth Sciences                      |
| 161 | Proctor, Michelle            | Instructor, Education                           |
| 162 | Proft, Kari                  | Instructor, Communication                       |
| 163 | Pryga, Suzanne               | Instructor, Sociology                           |
| 164 | Racina, Janet                | Instructor, Nursing                             |
| 165 | Raman, Vasumathi             | Instructor, Economics                           |
| 166 | Ramirez, Abel                | Instructor, Hospitality and Culinary Management |
| 167 | Rasmussen, Matthew           | Instructor, Psychology                          |
| 168 | Reed, Scott                  | Instructor, Mathematics                         |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)**

|     | <b>Last Name, First Name</b> | <b>Position Title</b>  |
|-----|------------------------------|--|
| 169 | Remedi, Bob                  | Instructor, Biology  |
| 170 | Rich, Craig                  | Instructor, Theatre  |
| 171 | Rodgers, Jason               | Instructor, Digital Media and Design                             |
| 172 | Rolli, William               | Instructor, Mathematics  |
| 173 | Roque, Rav                   | Instructor, Nursing  |
| 174 | Rowe, Erick                  | Instructor, Art Photography                                      |
| 175 | Ruiz-Velasco, Theresa        | Instructor, Spanish  |
| 176 | Schael, Diane                | Instructor, Early Childhood/Elementary Education                 |
| 177 | Scheffler, Mary              | Instructor, Nursing  |
| 178 | Scherbaum, Robert            | Instructor, Computer Information Technology                      |
| 179 | Schevera, Nicholas           | Instructor, English  |
| 180 | Scott, Lorri                 | Instructor, Legal Studies  |
| 181 | Seitz, Jeanine               | Instructor, Biology  |
| 182 | Shireman, Herschell          | Instructor, Welding Fabrication Technology                       |
| 183 | Simmons, Tara                | Instructor, Chemistry  |
| 184 | Smith, Mark                  | Instructor, Mathematics  |
| 185 | Smith, Scott                 | Instructor, Business Administration                              |
| 186 | Soybel, Phyllis              | Instructor, History  |
| 187 | Sprague, Jon                 | Instructor, Mathematics  |
| 188 | Staben, Jennifer             | Instructor, English  |
| 189 | Stahl, Esley                 | Instructor, English  |
| 190 | Starzec, Kathryne            | Instructor, English  |
| 191 | Starzec, Larry               | Instructor, English  |
| 192 | Stegman, Patrick             | Instructor, Accounting   |
| 193 | Swain, Gina                  | Instructor, Business Administration/Management<br>(Term Limited) |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)**

|     | <b>Last Name, First Name</b> | <b>Position Title</b>                           |
|-----|------------------------------|---|
| 194 | Swanson, Katherine           | Instructor, Surgical Technology                 |
| 195 | Taha, Jack                   | Instructor, Medical Assisting                   |
| 196 | Tenuto, John                 | Instructor, Sociology                           |
| 197 | Thomas, John                 | Instructor, Mathematics                         |
| 198 | Thomas-George, Cindu         | Instructor, Communication                       |
| 199 | Thompson, Danielle           | Instructor, Dental Hygiene                      |
| 200 | Thornburgh, Stewart          | Instructor, Mathematics                         |
| 201 | Toch, Uri                    | Librarian                                       |
| 202 | Trimier, Jackie              | Instructor, Philosophy/Humanities               |
| 203 | Trombino, Cynthia            | Instructor, Biology                             |
| 204 | Twardock, Rob                | Instructor, Engineering                         |
| 205 | Utecht, Chris                | Instructor, Criminal Justice                    |
| 206 | Valentine-French, Suzanne    | Instructor, Psychology                          |
| 207 | Valtierra, Felipe            | Instructor, Automotive Technology               |
| 208 | Varblow, Jeff                | Instructor, Accounting                          |
| 209 | Vena, William                | Instructor, Hospitality and Culinary Management |
| 210 | Wakefield-Thorne, Heide      | Instructor, Nursing                             |
| 211 | Wells, Theodore              | Instructor, Automotive Technology               |
| 212 | White, Tonitta               | Instructor, Economics                           |
| 213 | Wiechert, Lynn               | Instructor, Medical Imaging                     |
| 214 | Wilson, Beth                 | Instructor, Chemistry                           |
| 215 | Wismer, Carol                | Instructor, Biology                             |
| 216 | Wolf, Page                   | Faculty Development Instructional Developer     |
| 217 | Wooten, Dave                 | Instructor, Industrial Technology               |
| 218 | Wu, Maggie                   | Instructor, Accounting                          |

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.5. FACULTY EMPLOYMENT CONTRACTS (CONTINUED)**

|  | <b>Last Name, First Name</b> | <b>Position Title</b>                |
|--|------------------------------|--------------------------------------|
| 219  | Wyniawskyj, Chris            | Instructor, Mathematics              |
| 220  | Xiang, Yang                  | Instructor, Digital Media and Design |
| 221  | Yanez, Olivia                | Instructor, Spanish                  |
| 222  | Zahina-Ramos, John           | Instructor, Horticulture             |
| 223  | Zhai, Xiaoming               | Instructor, Geology                  |
| <b>Recommendation:</b> Approve the above full-time instructional and non-instructional faculty contracts that have been posted on the College’s website for public review for the 2022-2023 academic year. |                              |                                      |

5. CONSENT AGENDA 4. HUMAN RESOURCES

5.4.6. RESIGNATIONS AND RETIREMENTS

|   | Reason                       | Employee Name   | Current Job Classification,<br>Position Number, Position Title,<br>Department  | Effective Date                                  |
|---|------------------------------|-----------------|--|---|
| 1   | Resignation                  | Datar, Sujata   | Specialist – Part-time<br>Position Number: 1543<br>Student Services Specialist*, TRiO - Student Support Services                 | 3/6/2023  |
| 2   | Resignation                  | Clark, Zachary  | Administrator<br>Position Number: 0320<br>Director, Student Activities and Inclusion   | 4/3/2023  |
| 3   | Resignation                  | Kim, Kevin      | Specialist<br>Position Number: 1440<br>International Trade Specialist*, Small Business<br>Development/International Trade Center | 4/14/2023                                       |
| 4   | Resignation                  | Hobson, Lindsey | Specialist<br>Position Number: 0820<br>International Student Navigator, Global Engagement  | 6/12/2023                                       |
| 5   | Retirement                   | Finer, Evan     | Faculty<br>Position Number: 1349<br>Instructor, Psychology   | 5/31/2023                                       |
| 6   | Retirement –<br>Revised Date | Harlan, Darryl  | Professional<br>Position Number: 0117<br>Lieutenant, Police Department   | 6/12/2023<br>Eligible for<br>Policy 925 and 930 |
| <b>Recommendation:</b> Approve the above actions. |                              |                 |  |   |

\*Grant/externally funded position.

5. CONSENT AGENDA E. CONTRACTS AND GRANTS

**5.5. ACCEPTANCE OF THE ILLINOIS COMMUNITY COLLEGE BOARD (ICCB) MENTAL HEALTH EARLY ACTION ON CAMPUS GRANT**

**Grantor:** Illinois Community College Board (ICCB)

**Amount:** \$641,304.00

**Period:** 7/1/22 to 8/31/23

**Type:** Non-Competitive

**Matching Funds:** None

**Lead Staff:** Karen Hlavin, Vice President of Student Development

**Purpose:** The Mental Health Early Action on Campus Act is intended to address gaps in mental health services on college campuses across Illinois through training, peer support and community-campus partnerships. Grant monies will be used to increase and improve support for students with mental health needs through the development and implementation of training plans for the CLC community, which includes peer-to-peer student support training. The funds will also be used to expand partnerships with local organizations to provide clinical support and public health programs that support wellness, expand existing mental health and student engagement software programs that provide students with evidence-based resources to support their mental wellness, and increase marketing and awareness of available mental health services.

**Recommendation:** Approve the acceptance of the ICCB Mental Health Early Action on Campus grant in the amount of \$641,304.00.

5. CONSENT AGENDA 6. ACADEMIC CALENDAR

**5.6. ACADEMIC CALENDAR**

The revisions to the 2023-2024 and 2024-2025 academic calendars (highlighted in yellow below) represent the work of the 2022-2023 Calendar Committee to align the dates of CLC’s spring break with dates announced at this time by the majority of K-12 schools in Lake County, to include both fall and spring commencement dates, and to clarify observed holidays.

**Recommendation:** Approve the proposed revisions, highlighted below, to the 2023-2024 and 2024-2025 academic calendars.

**2023-2024 ACADEMIC CALENDAR**

**2023 Fall Session**

|                                |                                  |
|--------------------------------|----------------------------------|
| August 21                      | Classes Begin                    |
| September 4-5                  | Labor Day Recess (no classes)    |
| October 16                     | Mid-Semester                     |
| November 22-26                 | Thanksgiving Recess (no classes) |
| December 9-15                  | Final Exams                      |
| <b>December 14 (tentative)</b> | <b>Fall Commencement</b>         |
| December 15                    | Semester Ends                    |

**2024 Spring Session**

|                    |   |
|--------------------|---|
| January 15         | Martin Luther King Jr. Day (no classes) |
| January 16         | Classes Begin                           |
| <b>March 11</b>    | <b>Mid-Semester</b>                     |
| <b>March 25-31</b> | <b>Spring Break (no classes)</b>        |
| May 4-10           | Final Exams                             |
| May 10             | Semester Ends                           |
| <b>May 11</b>      | <b>Spring Commencement</b>              |

**2024 Intersession**

|        |                           |
|--------|---------------------------|
| May 14 | Classes Begin             |
| May 27 | Memorial Day (no classes) |
| May 31 | End of Session            |

**2024 Summer Session**

|         |  |
|---------|--|
| June 3  | Classes Begin                                |
| June 19 | Juneteenth National Freedom Day (no classes) |
| July 4  | Independence Day (no classes)                |
| July 25 | End of Session                               |

5. CONSENT AGENDA 6. ACADEMIC CALENDAR

**5.6. ACADEMIC CALENDAR (CONTINUED)**

**2024-2025 ACADEMIC CALENDAR**

**2024 Fall Session**

|                        |                                  |
|------------------------|----------------------------------|
| August 19              | Classes Begin                    |
| September 2-3          | Labor Day Recess (no classes)    |
| October 14             | Mid-Semester                     |
| November 27-December 1 | Thanksgiving Recess (no classes) |
| December 7-13          | Final Exams                      |
| <b>TBA</b>             | <b>Fall Commencement</b>         |
| December 13            | Semester Ends                    |

**2025 Spring Session**

|                    |   |
|--------------------|---|
| January 20         | Martin Luther King Jr. Day (no classes) |
| January 21         | Classes Begin                           |
| <b>March 17</b>    | <b>Mid-Semester</b>                     |
| <b>March 24-30</b> | <b>Spring Break (no classes)</b>        |
| May 10-16          | Final Exams                             |
| May 16             | Semester Ends                           |
| <b>May 17</b>      | <b>Spring Commencement</b>              |

**2025 Intersession**

|        |                           |
|--------|---------------------------|
| May 20 | Classes Begin             |
| May 26 | Memorial Day (no classes) |
| June 6 | End of Session            |

**2025 Summer Session**

|               |   |
|---------------|---|
| June 9        | Classes Begin                                 |
| June 19       | Juneteenth National Freedom Day (no classes)  |
| <b>July 3</b> | <b>Independence Day observed (no classes)</b> |
| July 31       | End of Session                                |

7.1. NEW BUSINESS

7.1. ENTERPRISE RESOURCE PLANNING (ERP) SOFTWARE SYSTEM

**Lead Staff:** Greg Kozak, Chief Information Officer

**Funding Source:** FY2021 Surplus

| Bids                        | Amount          |
|-----------------------------|-----------------|
| Precision Task Group, Inc.* | \$12,592,324.00 |
| Mythics, Inc.               | \$15,486,902.40 |

*\*Recommended*

**Explanation of Purchase:** This purchase is to replace the College’s current PeopleSoft ERP system with Workday® software. The ERP system supports critical Student, HR, and Finance administrative operations of the College. The recommended solution will improve the student and staff experience, enhance the College’s ability to use data to improve student and operational outcomes, and proactively replace PeopleSoft prior to the announced cessation of its support.

A resource allocation plan, as reviewed during the Board financial planning committee of the whole, is in place to fund the development, integration, transition and launch of the Workday® software system. Year 1 is funded through previously approved resources from FY2021 surplus. Through the transition phase, surplus and operational resources will be leveraged. Once transition to Workday® software is complete, annual costs will be covered through the standard operational budget for the enterprise resource system.

In addition to the ten-year subscription for the cloud-based solution, two years of training services are included. The payment schedule is as follows:

| Total 10 Year Cost          |                     | \$12,592,324                |                 |
|-----------------------------|---------------------|-----------------------------|-----------------|
| Software                    |                     | Training                    |                 |
| Payment Due Date            | Payment Amount      | Payment Due Date            | Payment Amount  |
| Order Effective Date        | \$417,044           | Order Effective Date        | \$63,525        |
| 8/1/2023                    | \$1,209,438         | 8/1/2023                    | \$17,375        |
| 8/1/2024                    | \$1,209,438         |                             |                 |
| 8/1/2025                    | \$1,209,438         |                             |                 |
| 8/1/2026                    | \$1,209,438         |                             |                 |
| 8/1/2027                    | \$1,209,438         |                             |                 |
| 8/1/2028                    | \$1,209,438         |                             |                 |
| 8/1/2029                    | \$1,209,438         |                             |                 |
| 8/1/2030                    | \$1,209,438         |                             |                 |
| 8/1/2031                    | \$1,209,438         |                             |                 |
| 8/1/2032                    | \$1,209,438         |                             |                 |
| <b>Total Payment Amount</b> | <b>\$12,511,424</b> | <b>Total Payment Amount</b> | <b>\$80,900</b> |

**Recommendation:** Approve purchase for a ten-year agreement from March 31, 2023, through March 30, 2033, with Precision Task Group, Inc. of Houston, TX, in a not-to-exceed amount of \$12,592,324.00.

7. NEW BUSINESS

**7.2. ELEVATOR COMPONENT UPGRADE**

**Lead Staff:** Pat Argoudelis, Director, Business Operations

**Funding Source:** 2021 bonds

| <b>Bids</b>       | <b>Amount</b> |
|-------------------|---------------|
| KONE Corporation* | \$548,124.50  |

*\*Recommended*

**Explanation of Purchase:** This purchase is to upgrade elevator components located on the Grayslake and Lakeshore campuses. This project will maintain elevator safety. KONE Corporation was the only responsive and responsible bidder.

**Recommendation:** Approve a purchase with KONE Corporation of Chicago, IL in the amount of \$498,295.00 with a 10% contingency of \$49,829.50 for a not-to-exceed total of \$548,124.50.

### 7.3. ANTI-RACISM STATEMENT – NEW – SECOND READING

The Statement has been reviewed by the College’s legal counsel and vetted through CLC’s shared governance system, which includes representation from faculty, staff, students, and the Board of Trustees. The Anti-Racism Statement is presented as a Second Reading for adoption.

**Recommendation:** Adopt the Anti-Racism Statement.

#### **In Unity, as the College of Lake County Community:**

**We recognize** racism as the systematic oppression of Black, Indigenous and People of Color (BIPOC) and historically marginalized racial groups that ~~racism~~ intersects with other prejudices creating and sustaining overlapping systems of oppression.

**We acknowledge** that the institution of higher education has a history of excluding marginalized racial groups.

**We know** that being in a position of power and remaining silent on the issue of racist practices is a disservice to our college community and our mission.

**We stand** in solidarity-unity with all oppressed, marginalized, minoritized and targeted racial/ethnic groups against racism, bias and hate.

**We support** racial equality, racial equity and social justice.

**We strive** to disrupt and dismantle racism and ~~all other forms of systemic oppression,~~ to understand the impact of explicit and implicit biases, ~~and to recognize the power and privilege in our services, policies and practices.~~

**We commit** to ~~impact the college’s strategic initiatives and values to ensure~~ enact an anti-racist climate in which students, faculty and staff can flourish, that is free of barriers and is uniquely designed to support each member’s self-actualization.

**We vow** to create a transformative anti-racist ~~learning and working~~ environment by ~~being through~~ increasingly racially conscious ~~and engaging in learning about racial equity to practices that foster help us~~ understanding ing of how and when the use of power, ~~and~~ white privilege and anti-Blackness ~~have~~ influenced ~~our~~ institutional services, policies and practices.

**We call upon** every member of our community to ~~commit themselves to the college’s anti-racism statement and to~~ refuse to accept the unjust treatment of anyone in our ~~community~~ people.