

**College of Lake County  
Community College District No. 532  
Tuesday, March 25, 2025, 5:00 PM**

**BOARD OF TRUSTEES MEETING**

The Board of Trustees of Community College District No. 532, Lake County, Illinois, will convene a Board of Trustees Meeting on Tuesday, March 25, 2025, at 5:00 PM, in Southlake Campus, Room V340, 1120 S. Milwaukee Avenue, Vernon Hills, IL 60061. Virtual meeting access is available via YouTube live stream at: <https://youtube.com/live/dWPBcZK7E9U?feature=share>, and the agenda is posted on the [College of Lake County](#) website.

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@clcillinois.edu](mailto:president@clcillinois.edu) by 3:00 p.m. on Tuesday, March 25, 2025. Individuals will be called to the podium when it is their time to address the Board.

**AGENDA**

1. **Call to Order and Roll Call**
2. **Approval of the Agenda** 4
3. **Receipt of Notices, Communications, Hearings and Petitions**
4. **Reports**
  - 4.1. Chair's Report
  - 4.2. Student Trustee's Report
  - 4.3. President's Report
    - 4.3.1. Southlake Campus Update
    - 4.3.2. Strategic Plan Development Update
5. **Consent Agenda (Action Items)**
  - 5.1. Approval of the Minutes
    - 5.1.1. Committee of the Whole Minutes of February 4, 2025
    - 5.1.2. Regular Meeting Minutes of February 25, 2025 7
    - 5.1.3. Closed Meeting Minutes of February 25, 2025
  - 5.2. Financial
    - 5.2.1. Approving Reimbursement of Business-Related Travel 14

Expenses	
5.2.2. Ratifying Bills, Authorizing Budget Transfers and Accepting Monthly Financial Report	15
5.3. Purchasing	
5.3.1. Change Order for Judicial Services Program	26
5.3.2. Amatrol Trainer	27
5.3.3. Variable Frequency Drives	28
5.3.4. Grayslake Campus Sustainable Landscaping	29
5.3.5. Award Management Software Contract Renewal	30
5.3.6. Grayslake Campus Public Safety Starcom Radio System	31
5.3.7. Radiology Equipment Service Agreement	32
5.4. Human Resources	
Copies of all proposed employee contracts are available at <a href="http://dept.clcillinois.edu/pre/contracts/ContractsMarch2025.pdf">http://dept.clcillinois.edu/pre/contracts/ContractsMarch2025.pdf</a>	
5.4.1. Authorization to Hire	33
5.4.2. Probationary Period Completion	34
5.4.3. Personnel and Position Changes	35
5.4.4. Resignations and Retirements	36
5.5. Contracts and Grants	
5.6. Other	
5.6.1. Academic Calendar	37
<b>6. Presentment of Board Policies and Objectives (Information Items)</b>	
<b>7. New Business (Action Items)</b>	
7.1. Naming of the Moore Mushroom Lab at Lakeshore Campus Urban Farm Center	40
7.2. Policy 412 - Academic Standing - Revised - Second Reading	41
7.3. Resolution Authorizing Transfer of Funds to Operations and Maintenance Fund (Restricted)	47
7.4. Resolution Approving Trustee Emeritus Status	49
7.5. Separation of Employment (Classified Union Personnel)	50
<b>8. Executive Session (Closed)</b>	
Closed Session requested under 5 ILCS 120, Sections 2(c)(1) and 2(c)(2).	

9. **Other Matters for Information or Discussion**
10. **Adjournment**

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	Closed Session requested under 5 ILCS 120, Sections 2(c)(1) and 2(c)(2).	

9. **Other Matters for Information or Discussion**
10. **Adjournment**

<p><b>1. Call to Order and Roll Call</b></p>	<p>Board Chair Newsome called the meeting to order at 5:00 pm.</p> <p>Trustees Present at roll call: Ms. Barbato, Pastor Gerena, Dr. Griffin, Ms. Howland, Mr. Newsome, Ms. Shroka, Mr. Virgilio and Student Trustee Teruel</p> <p>Others Present: Dr. Lori Suddick, President; Kevin Appleton, Vice President of Business Services and Finance; Sue Fay, Chief Human Resources Officer; Dr. Derrick Harden, Vice President of Strategic Advancement; Karen Hlavin, Vice President of Student Development; Dr. Kristen Jones, Vice President of Education; Dr. Ali O’Brien, Vice President of Community and Workforce Partnerships; Allison Porterfield-Woods, Chief Information Officer; Carol Dikelsky, Director of Communications and Engagement; Laura Laba, Executive Assistant to the President/Recording Secretary; Catie Locallo, Legal Counsel, Robbins Schwartz; and other guests.</p>
<p><b>2. Approval of the Agenda</b></p>	<p>Chair Newsome welcomed everyone and made the following announcements:</p> <ul style="list-style-type: none"> <li>• A correction to New Business item 7.6 Tenure Employment Status of Faculty. Ajda Kahveci should read Ajda Yilmaz. A new page was provided to Trustees.</li> <li>• The resume corresponding with consent agenda item 5.4.1. was provided to Trustees.</li> <li>• Items 7.7, 7.8 and 7.9 will be held until after closed session.</li> <li>• A closed session was requested under the following exceptions of Statute 5 ILCS 120: Section 2c(1), 2c(2) and 2c(11). There will be action taken after the closed meeting.</li> </ul> <p><b>It was moved</b> by Trustee Barbato and seconded by Trustee Gerena for approval of the agenda as presented.</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome          Nays: None          The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p><b>3. Receipt of Notices, Communications, Hearings, and Petitions</b></p>	<p>Chair Newsome announced the public comment portion of the meeting and noted no requests were received by the President’s Office. He asked if any individuals wished to address the Board. Hearing none, Chair Newsome moved to the next agenda item.</p>
<p><b>4. Reports</b></p> <p><u>Acronyms:</u>          ACCT – Association of Community College Trustees</p> <p>ICCTA – Illinois Community College Trustees Association</p>	<p><b>4.1 Chair’s Report</b></p> <p>Chair Newsome shared the following highlights: the College of Lake County’s recognition by Achieving the Dream as a Leader College of Distinction; trustee advocacy efforts at the ACCT National Legislative Summit in Washington DC; and the 40<sup>th</sup> Salute to Gospel Music program to celebrate Black History Month, including the presentation of the Harambee Award to CLC retiree Beverly Phelps.</p> <p><b><u>Board Liaison Appointments and Updates</u></b>  <u>University Center of Lake County (UCLC) – Julie Shroka</u></p> <ul style="list-style-type: none"> <li>• The 20<sup>th</sup> Annual Gala is scheduled for March 14, 5:30 PM at the UCLC.</li> <li>• Partnering with Northeastern Illinois University, on a \$400K two-year grant proposal to increase the number of mental health social workers.</li> </ul>

<p><i>SGA – Student Government Association</i></p>	<ul style="list-style-type: none"> <li>• UCLC and Illinois Student Assistant Commission (ISAC) will host FAFSA Completion Workshops on March 8 and 9.</li> <li>• In partnership with Mother’s Trust, CLC and Zengler’s Cleaners, UCLC will host the Prom Dress Experience, open to all Lake County students.</li> </ul> <p><u><i>Foundation – Paul Virgilio</i></u></p> <ul style="list-style-type: none"> <li>• No updates; next Foundation Board meeting is scheduled for Thursday, February 27.</li> </ul> <p><u><i>ICCTA/ACCT</i></u></p> <ul style="list-style-type: none"> <li>• ICCTA meetings will be held on March 14-15.</li> <li>• April 1 is the Consolidated Elections for College of Lake County Trustees.</li> <li>• May 6-7: ICCTA Board of Representatives and Committee meetings and Lobby Day will be held in Springfield.</li> <li>• June 6-7: ICCTA Annual Convention.</li> <li>• ACCT National Legislative Summit: Key topics addressed: “DEI”, “AI community colleges baccalaureate degrees; and scholarships for student trustees. Handouts have been provided to the President’s office.</li> </ul> <p><u><i>Board Activities</i></u></p> <p>Chair Newsome invited trustees to comment on events or activities since the last meeting. Trustees appreciated the Kickoff event for the Lancer Explorer Institute (LEI) and thanked Tiffany Nelson and Laura Asbury for their work to launch LEI.</p> <p><b>4.2 Student Trustee Report</b></p> <ul style="list-style-type: none"> <li>• Continued work with Student Government Association to prepare for the upcoming SGA and Student Trustee elections. Elections are scheduled for March 10-12.</li> <li>• Gearing up to serve as moderator for SGA Board of Trustee Candidate Forum scheduled for March 10, 12-1:30 pm.</li> <li>• Attended the candidate forums for the VP of Student Development. Students had the opportunity to ask questions and gain insights into each candidate.</li> </ul> <p><b>President’s Report</b></p> <p>Dr. Suddick shared highlights:</p> <ul style="list-style-type: none"> <li>• Congratulations to Quarter 2 Employee Milestone recipients; Women’s Basketball team on 1<sup>st</sup> place in the Conference Championship, 1<sup>st</sup> time in 33 years; Phi Theta Kappa Honor Society chapter was named a 2024 Reach Chapter (recognition for chapters that excel in membership development).</li> <li>• Recognized six faculty members who completed the three-year journey to tenure.</li> <li>• CLC has been designated as a Leader College of Distinction by Achieving the Dream.</li> <li>• Highlighted the agenda item to approve the new VP of Student Development Dr. Angela Frazier, who will begin at CLC on March 31, 2025.</li> <li>• Legislative and budget updates – ICCCP are partnering with ICCTA and the Community College Caucus to work with the Governor’s office to advance three items: Community College Baccalaureate, Dual Credit, and Common Course Numbering. Pleased with the Governor’s statements of support for Community College Baccalaureate. Key talking points are being developed and will be sent out to Trustees.</li> </ul>
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**Equity in Student Retention Strategy** – presented by Kristen Jones, Cyndi Padilla-Gaytan, Tasha Shell, Martha Lally and Christine Lewis

Retention Strategy focuses on:

Path to goal – maximize student participation in key experiences of Lancer Success Framework and address systemic barriers.

Relationships – foster a culture of relationship-building with students and employees, staff and faculty, to develop authentic connections leading to students’ sense of belonging at CLC.

Data and Technology – develop data and technology systems that inform and include proactive, ongoing and equity-minded actions to improve student retention and completion.

Data from January 13 to February 17:

Students enrolling in shorter length and late-start courses. Black and African American students experience the widest institutional performance equity gap.

Pell status, which can serve as a proxy for low-income students, shows that students benefiting from Pell funds return at higher rates.

Currently focusing on fall-to-fall retention. Target is 69% retention rate for Fall 2024 to Fall 2025.

High 5 Faculty Retention Strategies

- Commit to regular and continuous communication with students
- Facilitate connections between students and with course content
- Learn students’ names and academic goals
- Connect students to resources
- Provide feedback early and often

Faculty and Academic Success Advisor (ASA) Collaboration

- Full-time and adjunct faculty use evidence-based instructional practices to foster student learning.
- Collaborative partnerships link faculty and Student Affairs professionals in shared efforts to cultivate learning and support student success.
- Educators join students as active learners in an accessible, empowering, personalized, and supportive academic community.
- The institution embraces professional learning for continuous improvement, realigning related expectations in hiring, evaluation, and promotion.

Onboarding, First Year Experience (FYE) and Advising

- Increased student participation in meetings with College Career Navigators (CCNs), Convocation, CLC 120 and ASA meetings
- Decrease in ASA caseload size benefits students

Data and Technology Integration

- Lancer Success Dashboard
- Navigate and Canvas

	<p>Next Steps</p> <ul style="list-style-type: none"> <li>• Continue to scale evidence-informed best practice strategies</li> <li>• Stop-out campaign – outreach to fall 2024 cohort not enrolled in Spring 2025</li> <li>• Separate Summer Registration – Communicate benefits of summer enrollment; identify students who can utilize financial aid; leverage waitlist tool; use dynamic scheduling to ensure enough sections</li> <li>• Workday design</li> </ul> <p><b>New Leader Orientation</b> – presented by Sue Fay  Human Capital Strategy – aligns employees with institutional mission, vision, values and strategic pillars, while inspiring work culture. Applies “employer of choice” aspirations regularly, reflect the commitment to invest in employees for greater individual and team engagement, development, growth and success. Orientation is built for employees by employees.</p> <p>New Leader Orientation is embedded within the Employee Success Framework and in support of strategic pillar five, Collaborative Culture. All new full- and part-time board-appointed staff complete New Employee Orientation. The New Leader Orientation will serve as an additional tier of orientation to set leaders up for success.</p> <p>This work and its effects will be visible in the Employee Retention and Success Metrics dashboard. Key indicators such as new employee retention by milestone, length of service turnover, and retention data and turnover by exit type will be evaluated as continuous measurements of success in this programming.</p> <p>Currently in the design phase of the program. Objective is to design a comprehensive, full-scale program for new leaders, using data and established best practices, including a variety of learning modalities, Adult Learning Theory, and a variety of professional development opportunities.</p> <p>D</p> <p>Discussion: Leadership Academy includes emotional intelligence (EQ) training, Katie Sweeney is certified to train EQ.</p> <p>Dr. Suddick concluded her report by acknowledging enrollment is up by 3% for Spring Semester in college-level courses.</p>
<p>5. Consent Agenda</p>	<p>Chair Newsome inquired if trustees would like to <u>discuss</u> any items in Section 5 - Consent Agenda. No items were brought forward for discussion.</p> <p>Chair Newsome inquired if Trustees would like to <u>remove</u> any items from Section 5 - Consent Agenda. No items were removed.</p> <p>Chair Newsome asked for a motion to approve all items in Section 5 Consent Agenda. <b>It was moved</b> by Trustee Virgilio and seconded by Trustee Gerena to approve all items as presented.</p> <p>Upon roll call, the vote was as follows:</p>

	<p>Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None  The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p>6. <i>Presentment of Board Policies and Objectives</i></p>	<p>6.1 Policy 412 – Academic Standards Revised First Reading</p> <p>Discussion: Changes were well received - removes the punitive language, clarifies and makes it easy to understand.</p>
<p>7. <i>New Business</i></p>	<p><b>7.1 Lakeshore Campus Urban Farm Center Precast Concrete Package</b>  <u>It was moved</u> by Trustee Shroka and seconded by Trustee Virgilio to approve agenda item 7.1 as presented.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None  The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p><b>7.2 Lakeshore Campus Urban Farm Center Steel and Miscellaneous Metals</b>  <u>It was moved</u> by Trustee Gerena and seconded by Trustee Griffin to approve agenda item 7.2 as presented.</p> <p>Discussion: Construction is in the first steps with early bids – early summer is still the target.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None  The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p><b>7.3 Fiscal Year 2026 Tuition and Comprehensive Fees</b>  <u>It was moved</u> by Trustee Griffin and seconded by Trustee Howland to approve agenda item 7.3 as presented.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None  The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p><b>7.4 Academic Year 2025-2026 Credit Course Fees</b>  <u>It was moved</u> by Trustee Gerena and seconded by Trustee Griffin to approve agenda item 7.4 as presented.</p> <p>Upon roll call, the vote was as follows:</p>

	<p>Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None  The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p><b>7.5 Sabbatical Leave of Absence</b>  <u>It was moved</u> by Trustee Howland and seconded by Trustee <b>Barbato</b> to approve agenda item 7.5 as presented.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None  The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p><b>7.6 Tenure Employment Status of Faculty for 2025-2026</b>  <u>It was moved</u> by Trustee Griffin and seconded by Trustee Howland to approve agenda item 7.6 as presented.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None  The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p><i>8. Executive Session (Closed Meeting)</i></p>	<p>Chair Newsome requested a motion to go into Closed Session under Illinois Compiled Statutes 5ILCS 120 pursuant to 2(c)(1), 2(c)(2), and 2(c)(11) of the Open Meetings Act.  <u>It was moved</u> by Trustee Howland and seconded by Trustee Barbato to move into Closed Session.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None  The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p>Open meeting resumed at 8:32 pm.</p>
<p><i>New Business (continued) – Items held until after closed session</i></p>	<p><b>7.7 Resolution Authorizing Dismissal of Non-Tenured Faculty Member</b>  <u>It was moved</u> by Trustee Howland and seconded by Trustee Griffin to approve agenda item 7.7 dismissal of non-tenured faculty member Mike Kurschner.</p> <p>Upon roll call, the vote was as follows:  Student Advisory Vote: Aye  Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome  Nays: None</p>

	<p>The vote being (7) Ayes and (0) Nays, the motion carried.</p> <p><b>7.8 Separation of Employment Specialist Personnel</b>  <b>It was moved</b> by Trustee Virgilio and seconded by Trustee Gerena to approve agenda item 7.8 separation of employment specialist personnel Judie Katz.</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Abstain          Ayes: Virgilio, Gerena, Howland, Newsome          Nays: Shroka, Barbato, Griffin          The vote being (4) Ayes and (3) Nays, the motion carried.</p> <p><b>7.9 Separation of Employment Specialist Personnel</b>  <b>It was moved</b> by Trustee Howland and seconded by Trustee Griffin to approve agenda item 7.9 separation of employment specialist personnel Edward Hernandez.</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome          Nays: None          The vote being (7) Ayes and (0) Nays, the motion carried.</p>
<p><i>9. Other Matters for Information or Discussion</i></p>	<p>An issue was noted regarding the website; Specific concerns were encouraged to be shared with the President’s office.</p> <p>Sulma Teruel stepped out of the meeting at 8:35 pm and returned at 8:38 pm.</p> <p>A video promoting the CEJA program was shared with Trustees.</p>
<p><i>10. Adjournment</i></p>	<p>Chair Newsome called for adjournment at 8:39 pm.  <b>It was moved</b> by Trustee Howland and seconded by Trustee Gerena that the meeting be adjourned.</p> <p>Upon roll call, the vote was as follows:          Student Advisory Vote: Aye          Ayes: Shroka, Virgilio, Barbato, Gerena, Griffin, Howland, Newsome          Nays: None          The vote being (7) Ayes and (0) Nays, the motion carried.</p>

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 Torrie Newsome, Chair

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 Allena Barbato, Secretary

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 approve the reimbursement for business-related travel expenses in the amount of \$3,887.29 for travel associated with Association of Community College Trustees (ACCT) National Legislative Summit.

PASSED this 25<sup>th</sup> day of March 2025 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 RATIFYING BILLS, AUTHORIZING BUDGET TRANSFERS AND ACCEPTING THE MONTHLY FINANCIAL REPORT**

**Lead Staff:** Kevin Appleton, Vice President of 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 Policy 713 – Approval of Bills for Payment; and

WHEREAS, budget transfers in the amount of \$31,000.00 are recommended to the Fiscal Year 2025 Budget are attached hereto;

NOW BE IT RESOLVED that the Board of Trustees approves the bills provided under separate cover and approves/ratifies and authorizes the Treasurer to make budget transfers in the amount of \$31,000.00.

PASSED this 25th day of March 2025 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

**Recommendation:** Adopt the resolution Approving and Ratifying Bills and Authorizing Budget Transfers.

5. CONSENT AGENDA 2. FINANCIAL

5.2.2 RESOLUTION APPROVING AND RATIFYING BILLS, AND AUTHORIZING BUDGET TRANSFERS (CONTINUED)

<b>FY 25 BUDGET TRANSFERS</b>					
<u>Ledger Account No.</u>	<u>Department</u>	<u>Spend Category</u>	<u>Increase Budget</u>	<u>Decrease Budget</u>	<u>Reason</u>
5340	Grounds	Maintenance Services	\$31,000.00		Vehicle & Equipment Repair
5610	Grounds	Rental-Equipment		\$ 15,000.00	
5360	Grounds	Other Contractual Services		\$ 8,000.00	
5400	Grounds	Repair Materials and Supplies		\$ 8,000.00	
<b>TOTAL TRANSFERS - ALL FUNDS</b>			<u>\$31,000.00</u>	<u>\$ 31,000.00</u>	

## 5. CONSENT AGENDA 2. FINANCIAL

### Operating Funds Financial Highlights

**REVENUE:** The revenues in the operating funds reflect 59.4 percent of budgeted revenues through January 2025. At the end of January 2024, the College had received 64.3 percent of the amount budgeted.

As of January 31, 2025, the College had received revenues equal to \$41.4 million in FY2025 for local taxes. Local tax revenue is budgeted at \$85.8 million for Fiscal Year 2025.

Also, as of January 31, 2025, student enrollment reflected 107.1 percent of the tuition revenue. At the end of January 2024, the College had received 107.2 percent of the amount budgeted. The timing of when students enroll impacts when tuition revenue is recorded.

**EXPENDITURES:** The expenditures in the operating funds as of January 31, 2025, reflect 54.9 percent of budgeted expenditures for the year. In comparison, as of January 31, 2024, the College had expended 55.5 percent of the amount budgeted. The College is trending on track with the FY2025 budget plan.



## Monthly Financial Report

***FOR THE MONTH ENDED***

**January 31, 2025**

5. CONSENT AGENDA 2. FINANCIAL

**Education Fund  
Education Fund  
As of January 31, 2025**

**ASSETS**

**CASH**

Cash In Bank	640,489
Change Funds	8,800

**INVESTMENTS**

Other Investments	1,376,906
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**RECEIVABLES**

Taxes Receivable - Current Levy	32,601,528
Allowance for Uncollectable Tuition	(7,115,657)
Allowance Uncollectible Taxes	(326,536)
Student Tuition Receivable	22,664,037
Vendor Receivables	568,605
Other Receivables	(2,220)

**ACCRUED REVENUE**

Accrued Interest	-
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**INTER-FUND** 36,609,000

**Prepaid Expenses**

Prepaid Expenses	73,677
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**TOTAL ASSETS** 87,098,629

5. CONSENT AGENDA 2. FINANCIAL

**LIABILITIES AND FUND BALANCE**

**LIABILITIES**

**PAYROLL DEDUCTIONS PAYABLE**

Payroll Deductions Payable 347,429

**ACCOUNTS PAYABLE**

Accounts Payable 628,869

**ACCRUED EXPENSES**

Accrued Expense 910,247

**DEFERRED REVENUES**

Property Taxes 32,850,387

**OTHER LIABILITIES**

Other Liabilities 1,009,187

Vacation Accrual 3,252,533

**TOTAL LIABILITIES** 38,998,652

**FUND BALANCE**

Fund Balance 48,099,977

**TOTAL FUND BALANCE** 48,099,977

**TOTAL LIABILITIES & FUND BALANCE** 87,098,629

**RECONCILIATION**

BEGINNING FUND BALANCE 37,337,188

ADD: REVENUE 76,276,415

LESS: EXPENDITURES (60,481,416)

OPERATING TRANSFERS (5,032,210)

ENDING FUND BALANCE 48,099,977

**College of Lake County**  
**CLC\_Comparison\_Fund\_01**  
**Statement of Changes in Fund Balance**  
**Month Ending: January 31, 2025**



	<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	32,241,876	42.27%	32,209,452	42.57%
T.I.F.A.	0	0.00%	0	0.00%
CPPRT Corp Pers Prop Repl Tax	741,297	0.97%	1,142,350	1.51%
ICCB Credit Hour Grants	6,419,878	8.42%	6,263,504	8.28%
Vocational Education	643,095	0.84%	310,238	0.41%
Tuition	28,897,396	37.89%	28,390,968	37.53%
Graduation Fees	15	0.00%	0	0.00%
Transcript Fees	78,466	0.10%	75,444	0.10%
On-line Course Fee	80,826	0.11%	578,158	0.76%
Laboratory Fees	460,112	0.60%	385,358	0.51%
Payment Plan Enrollment Fee	19,860	0.03%	28,069	0.04%
Credit By Exam Fees	250	0.00%	200	0.00%
Comprehensive Fees	6,192,775	8.12%	4,470,991	5.91%
Activity Fee Adjustment	(3,054,185)	-4.00%	(2,203,200)	-2.91%
Gain(Loss) on Investment	433,656	0.57%	795,073	1.05%
Other Interest	3,082,658	4.04%	3,181,607	4.21%
Sweep Accounts	0	0.00%	17,038	0.02%
Library Fines	477	0.00%	437	0.00%
Miscellaneous Revenue	50,926	0.07%	7,377	0.01%
Other Revenue/Rebates	0	0.00%	6,583	0.01%
Over Short	(12,963)	-0.02%	(3,591)	0.00%
<b>Total Income</b>	<b>76,276,415</b>	<b>100%</b>	<b>75,656,056</b>	<b>100%</b>

5. CONSENT AGENDA 2. FINANCIAL

**EXPENDITURES**

Salaries	43,060,696	71%	41,419,493	72%
Employee Benefits	10,103,352	17%	7,536,998	13%
Contractual Services	2,808,211	5%	3,038,987	5%
General Material & Supplies	1,641,041	3%	1,540,226	3%
Travel/Conference Meeting Exp	360,150	1%	310,018	1%
Fixed Charges	23,030	0%	778,690	1%
Utilities	26,236	0%	28,724	0%
Building Maintenance	0	0%	342	0%
Capital Outlay	23,201	0%	2,834	0%
Other Expenditures	2,435,499	4%	2,489,833	4%
Total Expense	<u>60,481,416</u>	<u>100%</u>	<u>57,146,146</u>	<u>100%</u>

Beginning Fund Balance	37,337,188	35,960,331
Add: Revenues	76,276,415	70,775,681
Less: Expenses	(60,481,416)	(57,146,146)
Operating Transfers	(5,032,210)	(11,332,763)
Ending Fund Balance	<u>48,099,977</u>	<u>38,257,103</u>

5. CONSENT AGENDA 2. FINANCIAL

**Maintenance Fund  
Balance Sheet - Fund 02  
As of January 31, 2025**

**ASSETS**

**CASH**

Cash In Bank	1,893,223
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**INVESTMENTS**

Other Investments	40,570,782
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**RECEIVABLES**

Taxes Receivable - Current Levy	8,561,042
Allowance Uncollectible Taxes	(82,650)
Vendor Receivables	3,852

**ACCRUED REVENUE**

<b><u>INTER-FUND</u></b>	(35,121,633)
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**Prepaid Expenses**

Prepaid Expenses	285,395
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<b>TOTAL ASSETS</b>	<u><u>16,110,010</u></u>
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**LIABILITIES AND FUND BALANCE**

**LIABILITIES**

**ACCOUNTS PAYABLE**

Accounts Payable	1,014,451
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**ACCRUED EXPENSES**

Accrued Expense	72,285
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**DEFERRED REVENUES**

Property Taxes	8,626,286
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**TOTAL LIABILITIES**

9,713,021
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**FUND BALANCE**

Fund Balance	6,396,989
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**TOTAL FUND BALANCE**

6,396,989
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**TOTAL LIABILITIES & FUND BALANCE**

16,110,010
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**RECONCILIATION**

BEGINNING FUND BALANCE	6,379,132
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ADD: REVENUE	8,474,492
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LESS: EXPENDITURES	(7,161,036)
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OPERATING TRANSFERS	(1,295,599)
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ENDING FUND BALANCE	6,396,989
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5. CONSENT AGENDA 2. FINANCIAL

**College of Lake County**  
**CLC\_Comparison\_Fund\_02**  
**Statement of Changes in Fund Balance**  
**Month Ending: January 31, 2025**

	<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	8,466,537	100%	8,509,903	98%
Building Rentals	7,205	0%	130,785	2%
Other Facility Rentals	-	0%	0	0%
Miscellaneous Revenue	750	0%	19,744	0%
<b>Total Income</b>	<b>8,474,492</b>	<b>100%</b>	<b>8,660,432</b>	<b>100%</b>
<b><u>EXPENDITURES</u></b>				
Salaries	2,853,895	40%	3,052,580	43%
Employee Benefits	614,186	9%	828,808	12%
Contractual Services	467,001	7%	563,306	8%
General Material & Supplies	352,539	5%	387,794	5%
Travel/Conference Meeting Exp	5,107	0%	9,594	0%
Fixed Charges	1,458,169	20%	861,814	12%
Utilities	1,388,817	19%	1,387,197	19%
Capital Outlay	37,879	1%	104,275	1%
Other Expenditures	(16,557)	0%	(36,201)	-1%
<b>Total Expense</b>	<b>7,161,036</b>	<b>100%</b>	<b>7,159,167</b>	<b>100%</b>
Beginning Fund Balance	6,379,132		6,023,765	
Add: Revenues	8,474,492		8,660,432	
Less: Expenses	(7,161,036)		(7,159,167)	
Operating Transfers	(1,295,599)		(3,707,456)	
<b>Ending Fund Balance</b>	<b>6,396,989</b>		<b>3,817,574</b>	

5. CONSENT AGENDA 3. PURCHASING

**5.3.1. CHANGE ORDER FOR JUDICIAL SERVICES PROGRAM**

**Lead Staff:** Jim Connell, Executive Director, Community Programs

**Funding Source:** FY25 budget

**Funding Request:** \$25,000.00

<b>Vendor</b>	<b>Amount</b>
Children First Foundation	\$25,000.00

**Explanation of Purchase:** This increase is for the Circuit Court of Lake County Family Parenting Program to cover expenses related to an increase in Family Parenting Online Course registrations. These additional expenses are offset by revenue. The original approval in June 2024 was for \$85,000.00.

Pursuant to 110 ILCS 805/3-27.1(k), contracts for goods or services procured from another governmental agency are exempt from the competitive bidding process.

**Recommendation:** Approve a change order with additional resources of \$25,000.00 to Children First Foundation of Illinois for a total not-to-exceed total amount of \$110,000.00.

5. CONSENT AGENDA 3. PURCHASING

**5.3. AMATROL TRAINER (RATIFICATION)**

**Lead Staff:** Ali O'Brien, Vice President of Community & Workforce Partnerships

**Funding Source:** FY25 ICCB Noncredit Workforce Training Grant

**Funding Request:** \$32,185.00

<b>Vendor</b>	<b>Amount</b>
Moss Enterprises	\$32,185.00

**Explanation of Purchase:** This purchase is for an Amatrol Wiring Trainer to support Industrial Technology curriculum and to prepare students for Smart Automation Certification Alliance (SACA) certification. The trainer will increase capacity for incumbent worker training being conducted for local employers.

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software, and services are exempt from the competitive bidding process,

and

Pursuant to 110 ILCS 805/3-27.1(l) contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph are exempt from the competitive bidding process.

**Recommendation:** Ratify the purchase from Moss Enterprises of Johnston, IA in a not-to-exceed total amount of \$32,185.00.

5. CONSENT AGENDA 3. PURCHASING

**5.3.3. VARIABLE FREQUENCY DRIVES**

**Lead Staff:** Mahsa Karamy, Director, Facilities

**Funding Source:** FY25 budget

**Funding Request:** \$44,992.00

<b>Vendor</b>	<b>Amount</b>
Delta Controls Chicago, Inc.	\$44,992.00

**Explanation of Purchase:** This contract is for installation and upgrade to the current variable frequency drives that control heating, ventilation and air conditioning equipment through building automation system technology.

Pursuant to 110 ILCS 805/3-27.1 (e), contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best be performed by the manufacturer or authorized service agent are exempt from the competitive bidding process.

**Recommendation:** Approve a contract from March 25, 2025, through December 1, 2025 with Delta Controls Chicago, Inc. of Lombard, IL for a total not-to-exceed amount of \$44,992.00.

5. CONSENT AGENDA 3. PURCHASING

**5.3.4. GRAYSLAKE CAMPUS SUSTAINABLE LANDSCAPING**

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

**Funding Source:** FY23 surplus

**Funding Request:** \$55,704.00

<b>Bids</b>	<b>Amount</b>
See list below	

SUSTAINABLE LANDSCAPING	BEP%	BIDS
Tallgrass Restoration, LLC Schaumburg, IL	30%	\$50,640.00
Davey Resource Group Inc Elmhurst, IL	30%	\$62,260.00
Native Restoration Services Lake Bluff, IL	0%	\$63,848.00

**Explanation of Purchase:** This purchase is for the restoration of the bioswales at the Grayslake Campus. A bioswale is a vegetated depression or trench designed to collect, filter and manage stormwater runoff.

Per 30 ILCS 575/4, "All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive." Due to failure to provide adequate BEP documentation, one vendor was deemed nonresponsive per statute. The lowest responsible responsive vendor was chosen.

**Recommendation:** Approve a purchase with Tallgrass Restoration, LLC of Schaumburg, IL for \$50,640.00 and a 10% contingency of \$5,064.00 in a total not-to-exceed amount of \$55,704.00.

5. CONSENT AGENDA 3. PURCHASING

**5.3.5. AWARD MANAGEMENT SOFTWARE CONTRACT RENEWAL**

**Lead Staff:** Erin Fowles, Dean, Enrollment Services

**Funding Source:** FY25 budget

**Funding Request:** \$75,339.33

<b>Vendor</b>	<b>Amount</b>
Blackbaud, Inc.	\$75,339.33

**Explanation of Purchase:** This contract renewal is for student scholarship application and award management software used by the Financial Aid office.

Pursuant to 110 ILCS 805/3-27.1(f) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services are exempt from the bidding process.

**Recommendation:** Approve a three-year contract renewal from April 16, 2025, through April 15, 2028, with Blackbaud, Inc. of Charleston, SC in a total not-to-exceed amount of \$75,339.33.

5. CONSENT AGENDA 3. PURCHASING

**5.3.6. GRAYSLAKE CAMPUS PUBLIC SAFETY STARCOM RADIO SYSTEM**

**Lead Staff:** Brian Henry, Chief of Police

**Funding Source:** FY25 budget

**Funding Request:** \$173,980.00

<b>Vendor</b>	<b>Amount</b>
Chicago Communications LLC	\$173,980.00

**Explanation of Purchase:** This purchase is to install and optimize a distributed antenna system with two years of support. This project will improve the public safety radio system in the lower levels of Grayslake campus.

Pursuant to 110 ILCS 805/3-27.1(f) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services are exempt from the competitive bidding process.

**Recommendation:** Approve a purchase from Chicago Communications LLC of Elmhurst, IL in a total not-to-exceed amount of \$173,980.00.

5. CONSENT AGENDA 3. PURCHASING

**5.3.7. RADIOLOGY EQUIPMENT SERVICE AGREEMENT**

**Lead Staff:** Jeet Saini, Dean, Biological and Health Sciences Division

**Funding Source:** FY25 budget

**Funding Request:** \$207,660.00

<b>Vendor</b>	<b>Amount</b>
GE Precision Healthcare, LLC	\$207,660.00

**Explanation of Purchase:** This service agreement is to support and maintain the GE radiology equipment within the Medical Imaging program.

Pursuant to 110 ILCS 805/3-27.1 (e) contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best be performed by the manufacturer or authorized service agent are exempt from the competitive bidding process.

**Recommendation:** Approve a five-year service agreement from April 1, 2025, through March 31, 2030, with GE Precision Healthcare, LLC of Chicago, Illinois in a total not-to-exceed amount of \$207,660.00.

5. CONSENT AGENDA 4. HUMAN RESOURCES

**5.4.1. AUTHORIZATION TO HIRE**

Administration is requesting authorization to make offers of full-time employment and set the start date prior to the April 22, 2025, Board meeting. The proposed approvals are as follows:

	<b>Proposed Job Family, Position Number, Position Title, Department</b>	<b>Effective Date</b>	<b>Contract Dates</b>
1	Administrator Position Number: 1472 Executive Director Business Operations, Business Services and Finance	TBD	TBD-6/30/2025
2	Professional Position Number: 1683 Therapist, Counseling and Psychological Services	TBD	TBD-6/30/2025

**Recommendation:** Approve authorization to make offers of full-time employment for the above positions, subject to Board approval of the employment contracts at the April 22, 2025, Board meeting.

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-approved positions, in accordance with Board Policy 611 – Employment Practices and Procedures – Specialist.

	<b>Employee Name</b>	<b>Job Family, Position Number, Title, Department</b>	<b>Probation Period Completion Date</b>	<b>Contract Dates</b>
1	Cline, Emilia	Specialist Position Number: 1727 Laboratory Specialist, Electrical Technology	2/22/2025	2/22/2025-6/30/2025
2	Woods, Selena	Specialist Position Number: 1777 Adjunct Faculty Development Coordinator, Teaching, Learning and Educational Technology	2/22/2025	2/22/2025-6/30/2025

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

5. CONSENT AGENDA 4. HUMAN RESOURCES

5.4.3. 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, FLSA	Proposed Job Grade, FLSA	Effective Date	Contract Dates
Administration recommends hiring a current LancerNEXT project contingent worker as a temporary employee in a full-time position. The position is funded through the LancerNEXT budget.								
1	New Position, Employment Status	Osborn, Jessica	N/A	Professional Position Number: TBD ERP Engagement Manager** Application Development	N/A	C45 Exempt	3/31/2025	3/31/2025-6/30/2025
<b>Recommendation:</b> Approve the proposed position change with the effective date noted above.								

\*\*Temporary full-time position.

5. CONSENT AGENDA 4. HUMAN RESOURCES

5.4.4. RESIGNATIONS AND RETIREMENTS

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Effective Date (Last Day Worked)
1	Resignation	Garoutte, Brian	Specialist Position Number: 0195 Financial Aid Coordinator, Financial Aid	2/28/2025
2	Retirement	Bartley, Beve	Classified Position Number: 0287 Office Associate, Nursing	5/2/2025
3	Retirement	Melnik, Galina	Specialist Position Number: 0232 Senior Software Developer, Application Development	3/31/2027 Eligible for Policy 925 and 930
<p><b>Recommendation:</b> Approve the above action.</p>				

5. CONSENT AGENDA 6. OTHER

**5.6.1. ACADEMIC CALENDAR**

The Calendar Committee recommends the proposed revisions to the 2025-2026 academic calendar and the proposed 2026-2027 academic calendar.

**2025-2026 ACADEMIC CALENDAR (REVISED)**

**2025 Fall Semester**

August 18	Classes Begin
September 1-2	Labor Day Recess (no classes)
October 13	Mid-Semester
November 26-30	Thanksgiving Recess (no classes)
December 6-12	Final Exams
December 11	Fall Commencement
December 12	Semester Ends

**2026 Winter Intersession**

January 1	New Year's Day Observed (no classes)
January 2	Classes Begin
January 16	Session Ends

**2026 Spring Semester**

January 19	Martin Luther King Jr. Day (no classes)
January 20	Classes Begin
March 16	Mid-Semester
March 23-29	Spring Break (no classes)
May 9-15	Final Exams
May 15	Semester Ends
May 16	Spring Commencement

**2026 Summer Intersession**

May 19	Classes Begin
May 25	Memorial Day (no classes)
June 5	Session Ends

5. CONSENT AGENDA 6. OTHER

**5.6.1. ACADEMIC CALENDAR (CONTINUED)**

**2026 Summer Session**

June 8	Classes Begin
June 18	Juneteenth National Freedom Day (no classes)
July 6	Independence Day (no classes)
July 30	Session Ends

**2026-2027 ACADEMIC CALENDAR (PROPOSED)**

**2026 Fall Semester**

August 17	Classes Begin
September 7-8	Labor Day Recess (no classes)
October 12	Mid-Semester
November 25-29	Thanksgiving Recess (no classes)
December 5-11	Final Exams
December 10	Fall Commencement
December 11	Semester Ends

**2027 Winter Intersession**

January 1	New Year's Day Observed (no classes)
January 4	Classes Begin
January 15	Session Ends

**2027 Spring Semester**

January 18	Martin Luther King Jr. Day (no classes)
January 19	Classes Begin
March 15	Mid-Semester
March 22-28	Spring Break (no classes)
May 8-14	Final Exams
May 14	Semester Ends
May 15	Spring Commencement

**2027 Summer Intersession**

May 18	Classes Begin
May 31	Memorial Day (no classes)
June 4	Session Ends

5. CONSENT AGENDA 6. OTHER

**5.6.1. ACADEMIC CALENDAR (CONTINUED)**

**2027 Summer Session**

June 7	Classes Begin
June 17	Juneteenth National Freedom Day observed (no classes)
July 5	Independence Day observed (no classes)
July 29	Session Ends

**Recommendation:** Approve the revised 2025-2026 and the proposed 2026-2027 academic calendars.

## 7. NEW BUSINESS

### 7.1. NAMING OF THE MOORE MUSHROOM LAB AT LAKESHORE CAMPUS URBAN FARM CENTER

Pursuant to Board Policy 916 – Use of Grants or Gifts from External Sources and the Naming of College Facilities and Property, the naming of functional facilities and property is under the sole authority of the Board.

The Foundation received a donation of \$250,000.00 and a request to name the Mushroom Lab space of the Lakeshore Campus Urban Farm Center in honor of David and Diana Moore. This donation is consistent with Board Policy 916 and the guidelines for naming of functional facilities and property.

Diana and David Moore are long-time residents of Lake County. As the founders of Woodland Foods, a local business, they have an appreciation for the intersection of food and education motivating them to support the Urban Farm Center, which aligns with their dedication to food and learning.

The Mushroom Lab is a 200-square-foot lab in the Urban Farm Center’s controlled environment production space that will focus on the cultivation of various mushrooms to be sold in the Urban Farm Center’s retail space.

**Recommendation:** Approve the naming of “Moore Mushroom Lab” at the Lakeshore Campus Urban Farm Center in accordance with the terms of the Gift Agreement.

## 7. NEW BUSINESS

### 7.2. POLICY 412 – ACADEMIC STANDARDS – REVISED – SECOND READING

Policy 412, Academic Standards, is presented for a Second Reading as a result of significant proposed revisions from the Academic Standards Committee to remove punitive language, clarify the categories of Good Academic Standing, Academic Caution, and Academic Restriction and reduce the required amount of time to seek grade forgiveness. Additionally, the revisions seek to reduce the number of barriers and increase interventions for students experiencing challenges.

Board Policy 412 was last amended on February 5, 2019. The proposed policy revisions have been presented and approved by several governance groups including Faculty Senate, Lancer Success Council, and Academics Commission. Additionally, the proposed changes were reviewed with the Student Government Association. This policy has also been reviewed by the College's legal counsel.

Recommended changes are highlighted in red and reflect changes presented as the First Reading. There are no revisions for the Second Reading.

**Recommendation:** Approve revised Policy 412 – Academic Standards.

## 7. NEW BUSINESS

### 412 **ACADEMIC STANDARDS STANDING**

The College seeks to support every student throughout their academic journey and acknowledges life challenges may arise during their pathway toward credential attainment. This policy serves to support and inform students regarding the criteria to be in Good Academic Standing and outlines the steps to regain Good Academic Standing.

To be in Good Academic Standing, each student must satisfy a minimum cumulative grade point average (GPA) standing in all college level courses. If the minimum cumulative GPA is not maintained, the student will be placed on Academic Caution, which may be followed by Academic Restriction as outlined below. This process will be facilitated in a manner that supports students and aims to keep them on their academic journey. Thus, specific interventions and supports will be outlined through each stage of the process.

~~The College expects each student to make satisfactory academic progress toward attaining an expressed educational objective.~~

~~To be in good standing, the College expects each student to satisfy the following minimum standard:~~

~~Grade Point Average Standards:~~

~~The grade point average standard is applicable to all students who attempted 15 or more semester hours in baccalaureate/transfer courses (PCS 1.1) and career courses (PCS 1.2) as follows:~~

<u>Hours Attempted</u>	<u>GPA</u>
<del>15-44</del>	<del>2.0 either cumulatively or each semester</del>
<del>45 or more</del>	<del>2.0 cumulative only</del>

#### I. Good Academic Standing

A student in Good Academic Standing maintains a minimum cumulative GPA of 2.0 while completing any college level credit course.

#### II. Academic Caution

A student will be placed on Academic Caution if they do not meet the minimum cumulative 2.0 GPA standard at the end of the term. Students in Academic Caution status will be informed of their standing and encouraged to utilize a plan of recommended resources. Enrollment for students in Academic Caution status will not be restricted.

**412 ACADEMIC STANDARDS STANDING (CONTINUED)**

Academic Caution will be removed when a student achieves a minimum cumulative 2.0 GPA in the following semester. Once a student reestablishes a 2.0 GPA, they will return to Good Academic Standing.

~~Students previously in good standing who do not meet the grade point average standard will be placed on academic caution.~~

~~A. Students are recommended to limit their enrollment to one of the following, whichever yields the most semester hours:~~

~~01. The number of semester hours successfully completed during the previous term, or~~

~~02. One course for credit.~~

~~B. Students are encouraged to meet with a student development counselor.~~

**III. ~~II.~~ Academic Restriction**

A student on Academic Caution who has attempted 12 or more credit hours and who does not meet the minimum cumulative 2.0 GPA standard in their next term, will be placed on Academic Restriction. Academic Restriction is intended to support students by making sure they are aware of their academic standing and are connected to the resources and supports they need to be successful. Students on Academic Restriction will require approval before registration in their next term. Students on Academic Restriction will be informed of their change in status and the steps needed to gain approval for course registration.

If a student currently on Academic Restriction achieves a cumulative 2.0 GPA or greater in the subsequent academic term, then enrollment restrictions will be removed for the following academic term and the student will return to Good Academic Standing.

~~Students on academic caution who do not meet the grade point average standard will be placed on academic restriction. Students placed on restriction will be notified that they must meet the following conditions effective the next term they enroll.~~

~~A. Their enrollment is restricted to one of the following, whichever provides the most semester hours:~~

**412 ACADEMIC STANDARDS STANDING (CONTINUED)**

~~01.—The number of semester hours successfully completed during the previous term, or~~

~~02.—One course for credit.~~

~~B.—They are required to meet with a student development counselor. Subsequent registration may not occur until this requirement is met.~~

~~C.—Appeals to increase the number of permitted semester hours above the number approved by the student development counselor may be made to the Dean of Counseling, Advising, and Transfer Center or designee(s).~~

~~IV.—Students in Good Standing~~

~~Students placed on academic caution or academic restriction who subsequently satisfy the academic standard during their term at CLC will be considered to be in good standing.~~

~~V.—Academic Suspension~~

~~A.—Students who fail to meet the Grade Point Average Standard for three successive semesters are prohibited from taking courses, except Adult Education, Continuing Education, and Workforce and Professional Development Institute courses, for the following fall or spring semester. Students on academic suspension are prohibited from taking summer courses during the period of suspension.~~

~~B.—Students have the right to appeal their academic suspension to the Dean of Counseling, Advising, and Transfer Center or designee(s).~~

~~VI.—Students Who Return from Academic Suspension~~

~~Students who have completed the one semester suspension (summer excluded) may be limited in the number of semester hours they may take in the initial semester following their suspension, based on the recommendation of a student development counselor. Appeals to increase the number of permitted semester hours may be made to the Dean of Counseling, Advising, and Transfer Center or designee(s).~~

~~VII.—Students Who Were Previously Academically Suspended, Who Have Returned to CLC, and Who Again Fail to Meet the Grade Point Average Standard~~

~~A.—These students are suspended for the following fall or spring semester. Students on academic suspension are prohibited from taking summer courses during the period of suspension.~~

~~B.—To enroll following a second academic suspension, students must petition and receive approval from the Dean of Counseling, Advising, and Transfer Center or designee(s).~~

**412**            **ACADEMIC STANDARDS STANDING (CONTINUED)**

~~IV. VIII.~~Inactive Status

A student who has not enrolled in any credit-level course for at least two years will be designated as Inactive. Student Records will remove the student's program code and change their status to "Inactive." Inactive students returning to the College are required to follow the program requirements and curriculum as stated in the College Catalog for the term in which they reenroll.

~~A. — Students who have not enrolled in any course listed in the CLC class schedule for at least two years will be designated as inactive.~~

~~B. — Inactive students who register for courses will be governed by the College Catalog covering the semester in which they re-enroll.~~

~~V. IX.~~Grade Forgiveness Option

Grade Forgiveness is a one-time option available to a student for the purpose of removing grade(s) from their cumulative GPA. A student may choose to utilize this option in circumstances such as the following: they failed many courses or changed programs and are now excelling within a new program.

A student may petition only once for grade forgiveness. This one-time option includes prior D, F, and/or FW grades earned at the College of Lake County with an unlimited number of grades eligible for forgiveness. To petition, a student must have achieved a C grade or higher in 12 college credit hours earned from CLC or another regionally accredited institution during the term following the grade(s) to be forgiven. Grade Forgiveness is separate from Policy 413 Repeating and Re-enrolling in Courses.

- Forgiven grades cannot be used to meet prerequisite or graduation requirements
- Forgiven grades remain on the student's transcript but are not computed in the student's grade point average.
- CLC is not responsible for how a transfer college, university, or employer might interpret credits and grades represented on a student's transcript processed through the grade forgiveness option.

## 7. NEW BUSINESS

### 412 ACADEMIC STANDARDS STANDING (CONTINUED)

~~In extenuating circumstances, students may petition for a one-time forgiveness of up to 15 hours of prior D or F (F or FW) grades in accordance with the following conditions:~~

- ~~• At least two years have passed since the end of the term of the grades to be forgiven.~~
- ~~• Fifteen consecutive semester hours in baccalaureate/transfer courses (PCS 1.1), career courses (PCS 1.2), and developmental courses (PCS 1.4) have been completed at the College of Lake County with no grades lower than C.~~
- ~~• In consultation with a student development counselor, the student has signed a declaration of understanding.~~
- ~~• Forgiven grades remain on the student's record but are not computed in the student's grade-point average.~~
- ~~• Forgiven grades cannot be used to meet graduation requirements.~~
- ~~• Students lose any existing educational guarantees for the forgiven courses.~~

~~X. The College accepts no responsibility for the ways in which a transfer college or university or an employer might interpret a student's use of the forgiveness option.~~

Adopted 07/22/1975  
Amended 02/28/1978  
Amended 07/25/1978  
Amended 02/28/1996  
Amended 11/27/2007  
Amended 04/23/2015  
Amended 02/05/2019 —Effective Fall 2019  
Amended 09/24/2013  
Amended

7. NEW BUSINESS

**7.3. RESOLUTION AUTHORIZING TRANSFER OF FUNDS TO THE OPERATIONS AND MAINTENANCE FUND (RESTRICTED)**

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

**Background:** This request provides funding to address existing deferred maintenance projects at the Lakeshore Campus through a partnership between the College (25% = \$1,647,686.00) and the Capital Development Board (75% = \$4,943,060.00). This opportunity through the support of a CDB allocation was reviewed with the Board during the February 2025 Committee of the Whole Financial Planning meeting. This project is included in the FY2025 Resource Allocation Management Plan (RAMP). The total project estimate is \$6,590,746.00.

The project includes the 1 North Genesee and 33 North Genesee buildings. Repairs address building envelope repair and maintenance including tuckpointing, Dryvit repairs, replacement and painting of the facade, cladding, replacement of electronic/ADA doors, window replacements, and rear entrance upgrade with ADA access.

The College’s portion will be funded through the sources summarized below. Administration will seek approval prior to the use of these funds in accordance with Board Policy.

Summary of Funding Sources:		
One-time Reserve Fund	\$1,524,408.00	
FY2025 Capital Contingency	\$ 123,278.00	\$1,647,686.00
<b>Total Funding Request</b>		<b>\$1,647,686.00</b>

**Recommendation:** Adopt the resolution authorizing the transfer of funds to the Operations and Maintenance Fund (Restricted) in a not-to-exceed amount of \$1,647,686.00 for the Lakeshore Campus Building Envelope Repair & Exterior Improvement project.

7. NEW BUSINESS

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS TO THE OPERATIONS AND MAINTENANCE FUND (RESTRICTED) AND APPROVE PROJECT PRIORITIES**

WHEREAS, the One-time Reserve has a fund balance of \$1,524,408.00; and

The FY025Capital Contingency Fund will support the transfer of \$123,278.00 to the Operations and Maintenance Fund (Restricted)

WHEREAS, the Board of Trustees deems that it is in the interest of the College’s long-range financial and facilities master plans that the Operations and Maintenance Fund (Restricted) receive up to \$1,647,686.00 from the funds listed above.

NOW THEREFORE, Be It Resolved by the Board of Trustees of Community College District No. 532, Lake County, Illinois as follows:

- Section 1. That the statements in the preamble of this resolution are hereby found to be true and correct.
- Section 2. That this Board of Trustees does hereby authorize the permanent transfer of up to \$1,647,686.00 to the Operations and Maintenance Fund (Restricted).
- Section 3. That the Treasurer of the college district is hereby authorized and directed to take all steps necessary to record appropriate entries on the College’s ledgers to complete the transfer of funds as directed.
- Section 4. That the Board of Trustees does hereby authorize the funding of this strategic one-time priority totaling \$1,647,686.00.
- Section 5. That the Secretary is directed to file a certified copy of this resolution with the Treasurer.

Trustee \_\_\_\_\_ moved that the foregoing resolution be adopted, and Trustee \_\_\_\_\_ seconded the motion. Upon the roll being called, the members voted as follows:

AYE: \_\_\_\_\_

NAY: \_\_\_\_\_

The Chair declared the resolution duly adopted on March 25, 2025.

## 7. NEW BUSINESS

### 7.4. RESOLUTION APPROVING TRUSTEE EMERITUS STATUS

According to Board Policy 131 – Trustee Emeritus, the Board may confer the status of Trustee Emeritus upon any retiring Trustee who is in good standing and for whom a sitting Board member has recommended such status be conferred. The title Trustee Emeritus recognizes the valued service, commitment and contributions of outstanding retiring Board members.

**Recommendation:** Approve Trustee Emeritus status to Trustee Julie B. Shroka upon the conclusion of her term of office in April 2025.

## 7. NEW BUSINESS

### **7.5. SEPARATION OF EMPLOYMENT (CLASSIFIED UNION PERSONNEL)**

This item will be discussed in closed meeting under the Illinois Compiled Statute 5 ILCS 120, Section 2(c)(1): “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.” A motion to approve the recommendation for separation of employment may be considered after the closed meeting.