

**MINUTES**  
**WAUBONSEE COMMUNITY COLLEGE**  
**Board of Trustees**  
**Regular Board Meeting**

January 15, 2025

**I. Convene Open Session**

The regular meeting of the Board of Trustees of Waubonsee Community College, Community College District 516, Kane, Kendall, DeKalb, LaSalle, and Will Counties, IL, convened at 6:00 p.m. on Wednesday, January 15, 2025, in the Dickson Center Community Board Room, Route 47 at Waubonsee Drive, Sugar Grove, IL.

Roll call found the following board members present: Rick Guzman, Daniel Jaquez, Patrick Kelsey, Stacey Ries, and Greg Thomas; board member present by means of audio conference, in compliance with Board Policy 1.100.06 and as allowed by the Open Meetings Act, sections 2.01 and 7(a): Rebecca D. Oliver; board members absent: Ashley Hatcher and Tina Willson; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Sharon Garcia, Dan Larsen, Erik Leal, Michele Needham, J. C. Paez, Dr. Scott Peska, Dr. Stacey Randall, Patricia Saccone, Omar Salazar, Ne'Keisha Stepney, Stephanie Wennmacher, David Voorhees, Luke Winkelmann, and Steve Zusman; and featured students: Kevin Bustamante Fontanel and Briana Harris.

**II. Waubonsee Voices**

A. Recognition of Undergraduate Sustainability Competition Finalists

Steve Zusman, Associate Professor of Philosophy, and David Voorhees, Professor of Earth Science and Geology, highlighted the accomplishments of our students, Briana Harris and Kevin Bustamante Fontanel, who achieved a second-place finish for their project titled "Return: The Fully Sustainable Water Bottle," at the University of Illinois' fourth annual *Reimagine Our Future: Undergraduate Sustainability Competition*. Briana and Kevin were excited to talk about the competition, their experiences, and challenges. They are hoping to develop a concept product soon because they are confident that their project, a sustainable solution to the global plastic water bottle problem, would make a significant change in the world.

B. Introduction of New Administrator

Dr. Brian Knetl introduced our new administrator: Dr. Kimberly Chavis, Interim Provost.

### **III. Institutional Reports and Presentations**

#### **A. Approval of Waubonsee RISE 2030 - Waubonsee Community College Strategic Plan 2025-2030**

Dr. Knetl and Dr. Toya Webb, Chief of Staff and Vice President of Strategy, shared a presentation that highlighted the four priorities as outlined in RISE 2030, the college's new strategic plan: **R**edefine our Relationship with the Community, **I**nvest in Academic Innovation, **S**trengthen the Student Experience, and **E**nrich the Employee Experience. Dr. Webb also reviewed the goals and strategic actions for each priority, as well as next steps for its implementation. Details will be shared soon regarding a strategic plan launch event that has been scheduled for February 7, 2025.

The board, on a motion by Mr. Jaquez and seconded by Mr. Thomas, unanimously approved Waubonsee RISE 2030 - Waubonsee Community College's Strategic Plan for 2025-2030, as presented.

#### **C. President's Report**

Dr. Knetl reported on several items including highlights of his All-College Address earlier that morning, Faculty Development Days this week, and the Technical Education Center's "topping off" ceremony and All Staff Holiday Open House events last month. Dr. Knetl was proud to share several updates including spring enrollment, which is up in credit hours and degree seeking students; the great news that Waubonsee placed 4<sup>th</sup> in the Feed the Need food drive challenge among other Illinois community colleges, collecting over 4,500 food items to fill our food baskets on campus; and a new change in our drop for nonpayment policy that resulted in decreased dropped students this semester. For more announcements and details on Dr. Knetl's activity, his monthly [President's Report](#) can be viewed on the college website.

### **IV. Public Comment**

#### **A. General Public Comment**

A community member addressed the board:

- Michael Krempsi – topic: public comments

### **V. Executive Session**

The board, on a motion by Mr. Thomas and seconded by Mr. Guzman, unanimously voted to adjourn to executive session at 6:53 p.m. in accordance with Section 2a of the Open Meetings Act where the board discussed items covered under the following exceptions: review of closed session meeting minutes; the hiring, discipline, performance, and compensation of personnel; matters of pending, probable, or imminent litigation; and matters of collective bargaining or deliberations concerning salary schedules.

## **VI. Reconvene to Open Session**

Roll call found the following board members present: Rick Guzman, Daniel Jaquez, Patrick Kelsey, Stacey Ries, and Greg Thomas; board member present by means of audio conference, in compliance with Board Policy 1.100.06 and as allowed by the Open Meetings Act, sections 2.01 and 7(a): Rebecca D. Oliver; board members absent: Ashley Hatcher and Tina Willson; and staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Sharon Garcia, Dan Larsen, Michele Needham, J. C. Paez, Dr. Stacey Randall, Patricia Saccone, Omar Salazar, Ne'Keisha Stepney, Stephanie Wennmacher, and Luke Winkelmann.

## **VII. Approval of Consent Agenda**

The board, on a motion by Mr. Guzman and seconded by Ms. Ries, unanimously approved the Consent Agenda that contains the following items – Meeting Minutes, Personnel Reports, and Financial Reports.

### **A. Meeting Minutes**

1. December 11, 2024 Board Meeting Minutes
2. December 11, 2024 Executive Session Meeting Minutes

### **B. Personnel Reports**

1. Full-Time Resignations
  - a. Dr. Kathleen Gorski, Dean for Learning Outcomes, Curriculum and Program Development, effective January 22, 2025.
  - b. Richard Mares, Campus Safety and Operations Project Coordinator, effective January 10, 2025.
  - c. Mary Polley, Athletics Trainer, effective January 2, 2025.
  - d. Drew Winterton, Custodian, effective January 3, 2025.
2. Full-Time Appointment Recommendations
  - a. Dr. Kimberly Chavis, Interim Provost, at the rate of \$210,000/yr., effective January 2, 2025.
  - b. Dr. Eric Aurand, Dean for Mathematics and Science, at the rate of \$132,000/yr., effective February 3, 2025.
  - c. Dr. Danielle Hardesty, Dean for Arts and Humanities, at the rate of \$126,000/yr., effective January 15, 2025.
  - d. Dr. Tamekia Smith, Dean for Business and Social Science, at the rate of \$126,000/yr., effective February 3, 2025.

**VII. Approval of Consent Agenda (continued)**

- e. Jessica Price, Associate Chief of Staff, at the rate of \$95,000/yr., effective February 3, 2025.
- f. Nathaniel Wagner, Librarian, effective January 22, 2025. The recommended placement on the salary schedule is Column II, Step 13. The 2024-2025 annual salary for this placement is \$115,190.
- g. Jessica Guglielmi, Senior Administrative Coordinator to Vice President of Community Engagement and Executive Director of the Foundation, at the rate of pay \$31.03/hr., effective December 19, 2024. Ms. Guglielmi resigned from her position of Administrative Coordinator Liberal Arts and Sciences to accept this position.
- h. Daniel Hernandez, Academic Support Coach-Bilingual, at the rate of \$27.55/hr., effective January 4, 2025. Mr. Hernandez resigned from his position of Academic Support Coach to accept this position.
- i. Vanessa Ramos, Administrative Specialist Testing Services, at the rate of \$23.88/hr., effective January 6, 2025. Ms. Ramos resigned from her position of Admissions Coordinator to accept this position.
- j. Omar Salazar, Information Technology Customer Service Specialist, at the rate of \$23.50/hr., effective January 6, 2025.
- k. Amy Elston, Adult Education Bridge and Transition Advisor, at the rate of \$29.10/hr., effective January 6, 2025 through June 30, 2025. This position is grant funded. This appointment is contingent upon continuous and sufficient grant funding.

**VII. Approval of Consent Agenda (continued)**

**C. Financial Reports**

**1. Payroll Report for Pay Number 23**

010100	Education Fund	\$1,802,641.75
020100	Operations and Maintenance Fund	141,281.91
050620	Bookstore	31,213.90
062101	Adult Education-State Basic	22,994.63
062102	Adult Education-Performance	7,223.95
062118	Innovative Bridge Transitions	1,513.35
062121	Expansion of ESL Services	2,461.76
062122	Non-Credit Workforce	450.00
062123	PATH Grant	1,281.28
063101	Adult Education-Federal Basic	39,733.16
063102	Adult Education-EL/Civics	2,756.25
063107	Perkins Postsecondary	7,740.02
063132	Federal Work Study	6,456.66
063169	TRIO/Student Support Services	12,229.30
063170	Increasing Retention and Completion	7,007.28
063171	TRIO/Upward Bound East	4,804.14
063172	TRIO/Upward Bound West	6,899.03
063202	Waubonsee Works	8,498.44
063938	NIU Noyce Science	500.00
063941	SBDC	7,093.45
120100	Liability/Protection and Settlement	<u>62,839.97</u>
	Final Total:	<u>\$2,177,620.23</u>

**VII. Approval of Consent Agenda (continued)**

2. Payroll Report for Pay Number 24

010100	Education Fund	\$1,473,714.25
020100	Operations and Maintenance Fund	136,065.77
050620	Bookstore	31,381.80
062101	Adult Education-State Basic	7,578.10
062102	Adult Education-Performance	4,523.20
062122	Non-Credit Workforce	1,410.00
062123	PATH Grant	1,281.28
063101	Adult Education-Federal Basic	3,846.19
063107	Perkins Postsecondary	7,670.67
063132	Federal Work Study	8,037.90
063169	TRIO/Student Support Services	12,632.68
063170	Increasing Retention and Completion	7,546.46
063171	TRIO/Upward Bound East	7,092.08
063172	TRIO/Upward Bound West	7,242.20
063202	Waubonsee Works	8,498.44
063938	NIU Noyce Science	500.00
063941	SBDC	7,488.12
100300	Trust and Agency	400.01
120100	Liability/Protection and Settlement	<u>64,807.40</u>
	Final Total:	<u>\$1,791,716.55</u>

**VII. Approval of Consent Agenda (continued)**

3. Accounts Payable for the Period Ending December 31, 2024 and Travel Expenses of the Members of the Board of Trustees and of Employees as presented

010100	Education Fund	\$554,246.02
010109	Budget Stabilization Fund	467.50
010900	Payroll Clearing Fund	127,377.92
020100	Operations and Maintenance Fund	293,725.95
020203	Employee Development Training Room	8,642.81
030100	Operations/Maintenance Restricted	66,230.00
030201	TEC-Technical Education Center	6,162,540.49
030203	Dickson Center Roof Glass Replacement	1,017,552.12
030210	A154 Relocation of Development Trainers	57,527.30
040100	Bond and Interest Fund	4,882,605.63
050503	Auto Resale	1,031.29
050620	Bookstore	71,421.13
050810	Internal Medical Insurance	688,739.61
050811	Retiree Medical Insurance	12,213.27
062101	Adult Education-State Basic	551.63
062102	Adult Education-Performance	473.97
062118	Innovative Bridge Transitions	1,078.75
062122	Non-Credit Workforce	2,772.50
063101	Adult Education-Federal Basic	3,208.33
063107	Perkins Postsecondary	655.97
063169	TRIO/Student Support Services	1,824.41
063170	Increasing Retention and Completion	8,772.32
063171	TRIO/Upward Bound East	2,762.54
063172	TRIO/Upward Bound West	914.84
063941	SBDC	45,840.00
063943	Advanced Technological Ed	1,015.87
064114	SBDC Other Sources	87.55
064126	AACC CYBER SKILLS FOR ALL NOV	5,152.63
100300	Trust and Agency	15,518.44
110100	Audit Fund	19,980.00
120100	Liability/Protection and Settlement	<u>9,740.80</u>
	Final Total:	<u>\$14,064,671.59</u>

## **VII. Approval of Consent Agenda (continued)**

### 4. Bids/Purchases:

- a. Approval of a Contract for Construction Management Services for the Tennis and Pickleball Court Complex Project  
Contract for construction management services for the tennis and pickleball court complex project from Pepper Construction Company of Barrington, IL, in the amount of \$242,422 for the coverage period of January 20, 2025 through November 1, 2025.
- b. Approval of a Contract for Construction Management Services for the Dickson Center Community Board Room Renovation Project  
Contract for construction management services for the Dickson Center community board room renovation project from Pepper Construction Company of Barrington, IL, in the amount of \$112,015 for the coverage period of February 7, 2025 through September 5, 2025.
- c. Replacement of Phase Two Well Upgrades  
Replacement of the phase two well upgrades from JB Contracting Corporation of LaSalle, IL, the lowest, most responsive, bidder in the amount of \$146,500.
- d. Purchase of Asbestos Abatement Services  
Purchase of the asbestos abatement services from M&O Environmental Services Company of Mokena, IL, in the amount of \$32,475.
- e. Purchase of Paint Booths Change Order for the Technical Education Center  
Purchase of the paint booths change order for the Technical Education Center from Spanesi Americas, Inc. of Naperville, IL, in the amount of \$59,929.27.
- f. Purchase of a Transmission Dynamometer for the Technical Education Center  
Purchase of a transmission dynamometer for the Technical Education Center from Power Test LLC of Sussex, WI, in the amount of \$228,051.
- g. Purchase of Automotive Electricity Trainers for the Technical Education Center  
Purchase of the automotive electricity trainers for the Technical Education Center from ATech Training Incorporated of Walton, KY, in the amount of \$53,902.43.
- h. Purchase of Electric and Hybrid Vehicle Panel Trainers for the Technical Education Center  
Purchase of the electric and hybrid vehicle panel trainers for the Technical Education Center from Aidex Corporation of Rossville, IN, in the amount of \$32,985.

## **VIII. Consent Agenda Items Removed for Individual Consideration**

No Consent Agenda Items were removed for individual consideration.

## **IX. Personnel Reports**

### **X. Policy Reports**

#### **A. Board Policy Committee Meeting Update**

Dr. Knetl commented that several Board Policy Committee meetings will be scheduled soon.



**XI. Curriculum Reports**

**XII. Buildings and Grounds**

A. Construction and Renovation of College Facilities Update

A copy of the Construction and Renovation of College Facilities Update was provided.

**XIV. Interim Vice President of Finance and Administration Financial Report**

John Bryant, Interim Vice President of Finance and Administration, provided an executive summary and highlights of the financial reports.

A. Treasurer's Report for the Month of December 2024

The Treasurer's Report for the month of December 2024 was accepted by the board and placed on file.

B. Budget Summary Ending December 2024

Comparison of budget to actual for the six months ending December 31, 2024 was accepted by the board and placed on file.

C. Approval of Proposed Fee Adjustments for the 2025-2026 Academic Year

The board, on a motion by Ms. Ries and seconded by Mr. Thomas, unanimously approved the proposed fee adjustments for the 2025-2026 academic year, as presented.

**XIV. Other Reports**

A. Approval of College Calendars

The board, on a motion by Mr. Thomas and seconded by Mr. Jaquez, unanimously approved the FY2026 Board of Trustees Meeting Calendar, FY2026 Administrative Work Calendar, and Academic Calendar for 2026-2027, as presented.

B. 2025 Special Board Meeting Agenda Review

Dr. Knetl reviewed a draft agenda with the board for the February 5, 2025 Special Board Meeting.

C. Update Regarding Title IX Regulations

Michele Needham, Executive Director of Human Resources, provided an update on a recent Title IX ruling. An order by a federal judge vacated the 2024 Title IX regulations nationwide, reverting enforcement back to the Title IX regulations set in 2020. Ms. Needham and her team will continue to monitor any impact this ruling will have on the college, and any college-wide communications that will need to be shared

**XV. Adjournment**

The board, on a motion by Mr. Guzman and seconded by Mr. Jaquez, unanimously voted to adjourn the meeting at 8:01 p.m.



Greg Thomas  
2025-02-20 02:23 UTC \_\_\_\_\_  
Gregory Thomas, Secretary  
Waubonsee Community College  
Board of Trustees