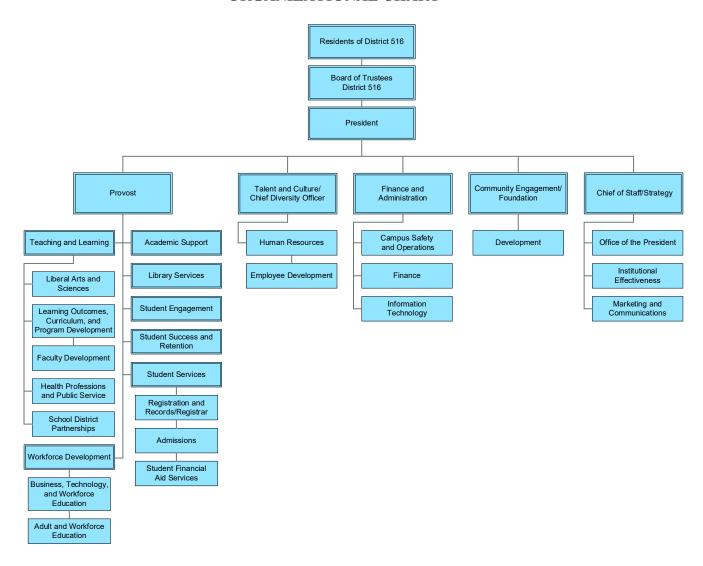


FREEDOM OF INFORMATION ACT DISCLOSURE STATEMENT FY2025

Waubonsee Community College is a public, comprehensive community college that was organized in 1966 as mandated by the Illinois Community College Act to provide education and training services for individuals in portions of Kane, Kendall, DeKalb, LaSalle, and Will counties of District 516.

Waubonsee Community College draws its students from a vast community of learners that today includes more than 450,000 residents encompassing a 624-square-mile geographic area. Those residents live in or near 22 municipalities and may attend one of 12 public and several private school districts that draw the outline of the community college district. Since its founding in 1966, the college has provided programs and services to over 335,000 people.

ORGANIZATIONAL CHART





- The FY2025 Operating Budget for the college reflects budgeted expenditures of \$85,231,982.
- The college operates a network of four campuses:

	Sugar Grove Campus (Main Campus)	Route 47 at Waubonsee Drive Sugar Grove, IL 60554
0 1	Aurora Downtown Campus	18 S. River Street Aurora, IL 60506
0]	Plano Campus	100 Waubonsee Drive Plano, IL 60545
0 1	Aurora Fox Valley Campus	2060 Ogden Avenue Aurora, IL 60504

• The estimated current employment numbers for the college are 439 full-time and 604 part-time employees.

BOARD OF TRUSTEES

Board Members	Position	Term Expires
Rebecca D. Oliver	Chair	2027
Patrick Kelsey	Vice Chair	2027
Greg Thomas	Secretary	2029
Rick Guzman	Trustee	2025
Daniel Jaquez	Trustee	2025
Stacey Ries	Trustee	2029
Tina Willson	Trustee	2025
Ashley Hatcher	Student Trustee	2025

The college adheres to all provisions of the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq.* FOIA requests must be received in writing by personal delivery, mail, fax or electronic mail (email). FOIA requests should be directed to John Bryant, Waubonsee Community College Freedom of Information Act Officer.

John Bryant
Interim Vice President of Finance and Administration
Waubonsee Community College
Route 47 at Waubonsee Drive
Sugar Grove, IL 60554
foia@waubonsee.edu



Verbal requests will not be accepted. Voicemail will not be considered an acceptable means of submitting a FOIA request.

Reasonable fees will be charged to the requestor on a case-by-case basis.

The college's public website, www.waubonsee.edu, contains FOIA contact information under the Legal Notices link.

The college's duly appointed FOIA officer adheres to all provisions regarding receiving, processing, responding to, and retaining records related to all FOIA requests.

Public records are defined by FOIA as "all records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information, and all other documentary materials pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of any public body."

TYPES OF PUBLIC RECORDS MAINTAINED BY WAUBONSEE COMMUNITY COLLEGE

- 1. Board of Trustee Policies
- 2. Administrative Procedures
- 3. Board Calendar of Public Meetings
- 4. Board Meeting Agendas
- 5. Board Meeting Minutes
- 6. Fiscal Documents including:
 - a. Annual Budget
 - b. Audit/Financial Report
 - c. Grant Documents
 - d. Financial Statements
 - e. Accounts Payable Registers
 - f. Public Contracts
- 7. Collective Bargaining Agreements
- 8. Job Descriptions
- 9. Application Forms
- 10. Insurance Plans and Policies
- 11. Academic Calendar
- 12. Academic Brochures
- 13. Academic Bulletins
- 14. Course Brochures
- 15. Course Registration Forms
- 16. Student Handbooks
- 17. Facilities Reports
- 18. Equipment Inventory Reports
- 19. Campus Security Reports
- 20. Media Reporting of College Events and Activities



If a FOIA request seeks a response in an electronic format, the college will comply if the record(s) are stored in the requested format.

FOIA is not intended to compel public bodies to interpret or advise requesters as to the meaning or significance of the public records.

FOIA is not intended to create an obligation on the part of any public body to maintain, compile, or prepare any public record that was not maintained, compiled, or prepared by such public body for its own purposes.

FOIA does not compel the public body to provide answers to questions posed by a requester.

FOIA provides exemptions that may be invoked by the college, as necessary, as grounds to deny requests for records including, but not limited to, exemptions protecting the disclosure of private and/or personal information of individuals.