

MINUTES
WAUBONSEE COMMUNITY COLLEGE
Board of Trustees
Regular Board Meeting

July 16, 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 6:01 p.m. on Wednesday, July 16, 2025, at the Aurora Downtown Campus, 18 S. River Street, Room 160C, Aurora, IL.

Roll call found the following board members present: Daniel Jaquez, Patrick Kelsey, Stacey Ries, Maria Santillan, Greg Thomas, and Tina Willson; board members absent: Rick Guzman and Rebecca D. Oliver; staff members present: Dr. Brian Knetl, John Bryant, Dr. Anthony Ramos, Dr. Melinda Tejada, Mary Baccheschi, Keith Bickley, Catherine Collins, Mark Crawford, Michelle Dahlstrom, Marc Dale, Jr., Tracey Dosch, Andrea Egle, Ellen Field, Cayla Fuechsl, Teri Fuller, Sharon Garcia, Dr. Rosianna Gray, Carolina Gutierrez, Dr. Emily Heller, Jami Hinshaw, Emily Hinton, Justin Hoshaw, Erika Iniguez, Linda Knuth, Katie Kripp, Dr. Mark Lathan, Todd Laufenberg, Dr. Aaron Lawler, Erik Leal, Christian Locke, Dr. Jeanne McDonald, Lilia Mendoza, Araceli Munoz Salazar, Julie Olczyk, J. C. Paez, Franklin Ortega-Palaguachi, Dan Portincaso, Jessica Price, Dr. Stacey Randall, Marlene Russell, Patricia Saccone, Omar Salazar, Jennifer Showalter, Aaron Stevens, Nate Wagner, Heather Weber, and Stephanie Wennmacher; featured student: Priscila Adela; and general counsel to the College: Kevin Noll of Robbins Schwartz.

II. Waubonsee Voices

A. Student Voices

Jami Hinshaw, Dean for Student Engagement, introduced our featured Student Voices speaker, Priscila Adela. Priscila shared a moving story about her background, journey, positive experiences as a Waubonsee student, and her involvement in the TRIO and QuickPath Degree Programs, and the Social Leaders Club.

B. Introduction of New Administrators

1. Sharon Garcia, Assistant Provost of Teaching and Learning, introduced Dr. Rosianna Gray, Dean for Teaching and Learning.
2. John Bryant, Vice President of Finance and Administration, introduced Aaron Stevens, Director of Emergency Management.

III. Institutional Reports and Presentations

A. Vice Presidents' Reports

1. Vice President of Finance and Administration

a. Executive Summary of Financial Reports

John Bryant provided an executive summary and highlights of the financial reports.

i. Approval of the Renewal of the Illinois Community College Risk Management Consortium Insurance for FY2026

The board, on a motion by Ms. Ries and seconded by Ms. Willson, unanimously approved the renewal of the Illinois Community College Risk Management Consortium insurance coverage in the amount of \$1,018,508 for the coverage period of July 1, 2025 through June 30, 2026.

ii. Approval of the Submission of the FY2027 Resource Allocation Management Program

The board, on a motion by Mr. Jaquez and seconded by Mr. Thomas, unanimously approved the submission of the FY2027 Resource Allocation Management Program application to the Illinois Community College Board requesting state funding for the remodel of the Henning Academic Computing Center.

iii. Acceptance of the Tentative FY2026 College Budget

The board, on a motion by Mr. Thomas and seconded by Ms. Ries, unanimously accepted the tentative FY2026 college budget, as presented.

Mr. Bryant reported on the tentative FY2026 college budget and expects to present a final, balanced budget for adoption by the board at the September meeting. His presentation provided a high-level overview of the budget document.

b. Update on Federal Budget and Impact

Dr. Knetl commented on the uncertainty of some federal grant funding and that we are still waiting for official notification from the Department of Education regarding the status of our application regarding TRIO. He confirmed, again, the board's commitment to fund some of the impacted programs through at least December 2025. Staff and our legal counsel continue to actively monitor, track new developments, and will share updates when available.

B. Faculty Council Update

Patricia Saccone, Professor of Health Information Technology and Faculty Council President, addressed the Board regarding faculty negotiations and the faculty's commitment to the college.

III. Institutional Reports and Presentations (continued)

C. Student Trustee Report

Maria Santillan focused her report on her positive experiences in the TRIO Program, and shared a video presentation she created that “TRIO Works.”

D. President’s Report

Dr. Knetl commented on the success of the TRIO Program and that staff are reviewing contingency plans to continue the program features even if our grant funding is not renewed. Dr. Knetl highlighted the students who competed at the 2025 SkillsUSA National Leadership & Skills Conference, as well as the faculty and staff who also attended to support them. The new Technical Education Center is still on schedule to open in the fall and the grand opening events are scheduled for September 12, 2025. He also announced that fall enrollment is up in headcount and credit hours. Dr. Knetl concluded his report with a special story about a couple, who met at Waubensee during new student orientation, graduated this past spring, and held their engagement ceremony on campus earlier that day. 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

V. Executive Session

The board, on a motion by Mr. Thomas and seconded by Ms. Ries, unanimously voted to adjourn to executive session at 7:22 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

The board reconvened in open session at 9:09 p.m. Roll call found the following board members present: Daniel Jaquez, Patrick Kelsey, Stacey Ries, Maria Santillan, Greg Thomas, and Tina Willson; board members absent: Rick Guzman and Rebecca D. Oliver; staff members present: Dr. Brian Knetl, John Bryant, Dr. Anthony Ramos, Dr. Melinda Tejada, Mary Baccheschi, Marc Dale, Jr., Terence Felton, Sharon Garcia, Katie Kripp, Dan Larsen, J. C. Paez, Marlene Russell, Patricia Saccone, Omar Salazar, and Stephanie Wennmacher; and general counsel to the College: Kevin Noll of Robbins Schwartz.

VII. Approval of Consent Agenda

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

A. Meeting Minutes

1. June 18, 2025 Board Meeting Minutes
2. June 18, 2025 Executive Session Meeting Minutes

VII. Approval of Consent Agenda (continued)

B. Personnel Reports

1. Part-Time and Temporary Appointments

Baron, Eric	Head Cross Country Coach		\$8,773 Stipend
Barrera, Marissa	Information Desk Reception – Student Center	25 hrs./wk.	\$21.00/hr.
Costin, Kristin	School District Partnerships Administrative Coordinator		\$500 Monthly Stipend
Craig, Teagan	Assistant Esports Coach		\$5,849 Stipend
Damato, Gina	Head Cheer Coach		\$8,773 Stipend
Dunne, Scott	Assistant Softball Coach		\$8,189 Stipend
Gonzalez, Juan	Head Esports Coach		\$11,699 Stipend
Hales, Alex	Head Baseball Coach		\$16,378 Stipend
Hodges, Jr., Travis (TJ)	Assistant Women’s Basketball Coach		\$7,603 Stipend
Jones, Daniel (Dan)	Campus Safety Officer	25 hrs./wk.	\$23.73/hr.
Jones, Gillian	Assistant Volleyball Coach		\$5,849 Stipend
Kish, Steve	Head Volleyball Coach		\$11,699 Stipend
Maren, Jean	Assistant Tennis Coach		\$5,849 Stipend
Martinez Devaldivielso, Sophia	Student Worker Public Safety Cadet	25 hrs./wk.	\$16.05/hr.
McAllister, Ryan	Assistant Men’s Basketball Coach		\$7,603 Stipend
Perez, Alvaro	Assistant Men’s Soccer Coach		\$5,849 Stipend
Powers, Dr. Amy	Professor of History / Faculty Development Coordinator		\$7,704 Stipend
Preston, Kathleen	Head Tennis Coach		\$11,699 Stipend
Robinson, Lance	Head Men’s Basketball Coach		\$14,856 Stipend
Schlemmer, Brad	Head Women’s Soccer Coach		\$11,699 Stipend
*Soriano, Joey	Federal Work Study – Financial Aid Services	25 hrs./wk.	
Stephens, Dave	Head Golf Coach		\$11,699 Stipend
Suhayda, Brett	Head Men’s Soccer Coach		\$11,699 Stipend
Tomasko, Hannah	Head Softball Coach		\$16,378 Stipend
Waidzulis, Laura (Melissa)	Assistant Women’s Soccer Coach		\$5,849 Stipend
White, Christine	Admissions Data Administrative Assistant	25 hrs./wk.	\$21.50/hr.
Williams, Jim	Head Women’s Basketball Coach		\$14,856 Stipend

**Grant Funded*

VII. Approval of Consent Agenda (continued)

2. Full-Time Resignations

- a. Ryan Hanback, Media Services Specialist, effective July 16, 2025.
- b. Barbara Ruiz Smith, Media Services Technology Specialist, effective July 17, 2025.

3. Full-Time Termination of Probationary Support Staff Employee

- a. Fabiola Duensing, Administrative Specialist Business and Social Science, effective July 16, 2025.

4. Full-Time Appointment Recommendations

- a. Renee Skrabacz, Dean for Industry and Technology, at the rate of \$129,780/annually, effective July 21, 2025.
- b. Romana Donnelly, Instructor of Nursing, effective August 11, 2025. The recommended placement on the salary schedule is Column II, Step 22. The 2024-2025 annual salary for this placement is \$103,247.
- c. Dr. Jordan Hasler, Instructor of Mathematics, effective August 11, 2025. The recommended placement on the salary schedule is Column VI, Step 6. The 2024-2025 annual salary for this placement is \$95,274.
- d. Michelle Hawley, Instructor of Human Services, effective August 11, 2025. The recommended placement on the salary schedule is Column II, Step 12. The 2024-2025 annual salary for this placement is \$84,669.
- e. Audrie Kent, Instructor of Nurse Assistant and Allied Health, effective August 11, 2025. The recommended placement on the salary schedule is Column I, Step 5. The 2024-2025 annual salary for this placement is \$71,588.
- f. Tacarra Ford, Instructor of English, effective August 11, 2025. The recommended placement on the salary schedule is Column II, Step 5. The 2024-2025 annual salary for this placement is \$73,735.
- g. Theresa Corral, Development Services Analyst, at the rate of \$69,160/annually, effective July 1, 2025. Ms. Corral resigned from her current position of Senior Financial Aid Advisor to accept this position.
- h. Angelica Delgado, Administrative Coordinator Employee Development, at the rate of \$25.25/hr., effective August 4, 2025. Ms. Delgado will resign from her current position of Financial Aid Administrative Assistant to accept this position.
- i. Kayla Mauer, Student Accounts and Cashier Associate, at the rate of \$20.50/hr., effective July 4, 2025. Ms. Mauer resigned from her current position of part-time Student Accounts and Cashier Associate to accept this position.

5. Full-Time Grant-Funded Support Staff Reappointments

Full-time grant-funded support staff reappointments effective July 1, 2025 through June 30, 2026, as presented. These reappointments are contingent upon continuous and sufficient grant funding.

VII. Approval of Consent Agenda (continued)

C. Financial Reports

1. Payroll Report for Pay Number 11

010100	Education Fund	\$1,604,334.07
020100	Operations and Maintenance Fund	143,819.37
050620	Bookstore	33,834.47
062101	Adult Education-State Basic	12,532.80
062102	Adult Education-Performance	8,062.40
062118	Innovative Bridge Transitions	390.00
062123	PATH Grant	1,397.76
063101	Adult Education-Federal Basic	4,273.60
063107	Perkins Postsecondary	8,357.17
063132	Federal Work Study	873.06
063169	TRIO/Student Support Services	10,972.31
063171	TRIO/Upward Bound East	7,616.57
063172	TRIO/Upward Bound West	7,916.11
063202	Waubonsee Works	11,696.40
063944	SBDC	7,337.07
064124	Dunham Adult Education Bridge	1,062.00
120100	Liability/Protection and Settlement	<u>68,423.89</u>
Final Total:		<u>\$1,932,899.04</u>

VII. Approval of Consent Agenda (continued)

2. Payroll Report for Pay Number 12

010100	Education Fund	\$1,786,496.29
020100	Operations and Maintenance Fund	138,027.78
050620	Bookstore	31,574.44
062101	Adult Education-State Basic	12,080.98
062102	Adult Education-Performance	6,947.20
062118	Innovative Bridge Transitions	879.99
062123	PATH Grant	1,281.28
063101	Adult Education-Federal Basic	3,418.14
063107	Perkins Postsecondary	7,660.22
063132	Federal Work Study	1,128.50
063169	TRIO/Student Support Services	9,834.79
063171	TRIO/Upward Bound East	9,040.96
063172	TRIO/Upward Bound West	9,284.58
063202	Waubonsee Works	10,568.44
063944	SBDC	7,624.55
064124	Dunham Adult Education Bridge	1,062.00
064999	Miscellaneous Restricted Funds	6,888.00
120100	Liability/Protection and Settlement	<u>62,748.61</u>
Final Total:		<u>\$2,106,546.75</u>

VII. Approval of Consent Agenda (continued)

3. Accounts Payable for the Period Ending June 30, 2025 and Travel Expenses of the Members of the Board of Trustees and of Employees as presented

010100	Education Fund	\$ 1,548,043.25
010900	Payroll Clearing Fund	117,855.33
020100	Operations and Maintenance Fund	392,136.00
030100	Operations/Maintenance Restricted	22,331.96
030201	TEC-Technical Education Center	3,172,683.73
030206	Concrete Asphalt Replacement	29,083.00
030207	Restore/Renovate Tennis Courts	244,327.76
030211	All Campus Fire Alarm Upgrades	165,202.30
030214	DKN Board Room Remodel	179,140.15
040100	Bond and Interest Fund	1,683,750.63
050503	Auto Resale	5,049.49
050620	Bookstore	144,903.69
050810	Internal Medical Insurance	997,499.20
050811	Retiree Medical Insurance	2,782.35
062101	Adult Education-State Basic	726.17
062102	Adult Education-Performance	1,030.81
062118	Innovative Bridge Transitions	1,455.42
062122	Non-Credit Workforce	211,030.00
062123	PATH Grant	15,354.95
062125	Rev Electric Vehicle Tech	1,589.92
062127	Digital Instruction for AdEd	31.86
062128	Non-Credit Workforce	225.00
063107	Perkins Postsecondary	5,317.42
063169	TRIO/Student Support Services	6,879.52
063171	TRIO/Upward Bound East	6,663.35
063172	TRIO/Upward Bound West	6,149.72
063943	Advanced Technological Ed	18,435.00
063944	SBDC	2,755.00
063945	City of Aurora-Quality of Life	150.00
064114	SBDC Other Sources	652.46
064127	NSF ATE Indirect	5,850.00
100300	Trust and Agency	4,877.56
120100	Liability/Protection and Settlement	<u>23,930.75</u>
Final Total:		<u>\$9,017,893.75</u>

VII. Approval of Consent Agenda (continued)

4. Bids/Purchases:

- a. Purchase of a Metal Shear Iron Worker for the Technical Education Center
Purchase of a metal shear iron worker for the Technical Education Center from Peddinghaus, Inc. of Bradley, IL, in the amount of \$28,750.
- b. Purchase of Paint Booth Equipment and Supplies for the Technical Education Center
Purchase of paint booth equipment and supplies for the Technical Education Center from Fox Valley Auto Paints, Inc. of Aurora, IL, in the amount of \$152,823.
- c. Purchase of Professional Services for the Implementation of the Degree Audit System
Purchase of consulting and implementation services for the Degree Audit System from Ellucian Inc. of Reston, VA, in the amount of \$480,000.
- d. Renewal of the Salesforce Customer Relationship Management Software Subscription
Renewal of the Salesforce Customer Relationship Management software subscription from Salesforce, Inc. of San Francisco, CA, in the amount of \$72,900 for the coverage period of September 24, 2025 through September 23, 2026.
- e. Three-Year Renewal of the Educational Advisory Board Navigate System
Three-year renewal of the Educational Advisory Board Navigate System from EAB Global, Inc. of Washington, D.C., in the amount of \$555,000 for the coverage period of March 31, 2026 through March 30, 2029.
- f. Replacement of a Campus Police Vehicle
Replacement of a Campus Police vehicle in the not to exceed amount of \$35,000

C. Other Reports

1. FY2026 Emergency Succession Plan

Emergency Succession Plan for FY2026, as presented.

VIII. Consent Agenda Items Removed for Individual Consideration

No Consent Agenda Items were removed for individual consideration.

IX. Personnel Reports

A. Ratification of the Collective Bargaining Agreement Between the Board of Trustees of Waubonsee Community College District #516 and Waubonsee Community College Adjunct Faculty Association – Credit

The board, on a motion by Ms. Ries and seconded by Mr. Thomas, unanimously ratified the Collective Bargaining Agreement between the Board of Trustees of Waubonsee Community College District #516 and Waubonsee Community College Adjunct Faculty Association – Credit, for the period of August 16, 2025 through August 15, 2026.

X. Policy Reports

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.

XIII. Financial Reports

A. Treasurer's Report for the Month of June 2025

The Treasurer's Report for the month of June 2025 was accepted by the board and placed on file.

B. Budget Summary Ending June 2025

Comparison of budget to actual for the twelve months ending June 30, 2025 was accepted by the board and placed on file.

XIV. Other Reports

XV. Adjournment

The board, on a motion by Ms. Ries and seconded by Mr. Thomas, unanimously voted to adjourn the meeting at 9:13 p.m.



Greg Thomas
~~2025-08-21 01:21 UTC~~
Gregory Thomas, Secretary
Waubonsee Community College
Board of Trustees