

MINUTES
WAUBONSEE COMMUNITY COLLEGE
Board of Trustees
Board Retreat

September 12, 2025

I. Convene Open Session

A retreat of the Board of Trustees of Waubonsee Community College, Community College District 516, Kane, Kendall, DeKalb, LaSalle, and Will Counties, IL, convened at 10:00 a.m. on Friday, September 12, 2025, in the Technical Education Center, Room 119, Route 47 at Waubonsee Drive, Sugar Grove, IL.

Roll call found the following board members present: Rick Guzman, Daniel Jaquez, Patrick Kelsey, Rebecca D. Oliver, Stacey Ries, Maria Santillan, and Tina Willson; board member absent: Greg Thomas; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Dr. Anthony Ramos, Dr. Melinda Tejada, Dr. Toya Webb, Mary Baccheschi, Terence Felton, Dan Larsen, Faith LaShure, Jake Pineda, Dr. Stacey Randall, Marlene Russell, Patricia Saccone, and Stephanie Wennmacher; and general counsel to the College: Kevin Noll of Robbins Schwartz.

Appointment of Secretary Pro Tem

Board Chair Rebecca Oliver appointed Trustee Daniel Jaquez as Secretary Pro Tem.

II. Financial Reports

A. Public Hearing on the FY2026 College Budget

The public hearing on the FY2026 college budget was held at 10:00 a.m. No comments on the budget were presented. The board, on a motion by Ms. Ries and seconded by Mr. Guzman, unanimously approved the closing of the public hearing at 10:02 a.m.

III. Public Comment

A. General Public Comment

IV. Institutional Reports and Presentations

A. Vice Presidents' Reports

1. Vice President of Finance and Administration

a. Adoption of the FY2026 College Budget and Resolution No. 26-01

The board, on a motion by Mr. Kelsey and seconded by Mr. Jaquez, unanimously adopted the FY2026 college budget and Resolution No. 26-01, as presented.

IV. Institutional Reports and Presentations (continued)

b. Approval of the FY2025 Year-End Transfers

The board, on a motion by Ms. Ries and seconded by Ms. Willson, unanimously approved the FY2025 year-end transfers, as presented.

c. Budget Planning Review

John Bryant presented on budget and capital planning. Mr. Bryant addressed the college's current financial stewardship principles touching on the current board guidelines and considerations. Mr. Bryant then continued reporting on budget planning, presenting a budget planning background, economic factors, budget objectives, and future budget considerations.

d. Capital Planning Review

Mr. Bryant also presented on capital planning, including highlighting debt options, capital projects (both committed and identified projects), funding options, internal funding, and funding strategy.

2. Chief of Staff and Vice President of Strategy

a. RISE 2030 Overview

Dr. Toya Webb presented an overview and update on Waubonsee's strategic plan, RISE 2030, that was launched in February 2025, and will guide the college's work for the next five years. Over 160 employees volunteered to be part of the RISE 2030 Infrastructure that includes Priority Leads, Goal Champions, Action Team Members, ATD Data Liaisons, and IT Partners. Two goals were identified for each of the four priorities, with corresponding strategic actions to help achieve those goals. Dr. Webb reviewed the various events that have already taken place during the plan's implementation, and highlighted upcoming launch events.

b. Technology Plan

Terence Felton, Chief Information Officer, shared the work his team is doing to support the college's ability to implement our strategic plan. The Technology Enablement Plan outlines the most pressing priorities, projects, and processes that will support the digital transformation at the college.

c. Enrollment and Strategic Enrollment Management Plan Updates

Stephanie Wennmacher, Executive Director of Marketing and Communications, and Faith LaShure, Dean for Admissions, presented a new Strategic Enrollment Management Plan, which is a comprehensive strategy designed to increase student recruitment, retention, and graduation of our students.

IV. Institutional Reports and Presentations (continued)

d. RISE Metrics

Dr. Stacey Randall, Executive Director of Institutional Effectiveness, Innovation, and Planning, shared how we will use metrics for tracking progress and measuring its impact. A new RISE 2030 Strategic Plan Dashboard will be launched this fall on Waubonsee's public website so the community can also explore our progress and performance on our shared institutional goals.

3. Vice President of Community Engagement and Executive Director of the Foundation

a. Foundation Update

Dr. Melinda Tejada provided an update regarding a potential naming opportunity for one of the facilities at the Sugar Grove Campus. Some options were discussed, but the board requested additional information, along with a review of the process and policy in greater depth.

V. Executive Session

The board, on a motion by Mr. Jaquez and seconded by Mr. Guzman, unanimously voted to adjourn to executive session at 1:14 p.m. in accordance with Section 2a of the Open Meetings Act where the board discussed items covered under the following exceptions: 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 1:46 p.m. Roll call found the following board members present: Rick Guzman, Daniel Jaquez, Patrick Kelsey, Rebecca D. Oliver, Stacey Ries, Maria Santillan, and Tina Willson; board member absent: Greg Thomas; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Dr. Anthony Ramos, Dr. Melinda Tejada, Dr. Toya Webb, and Mary Baccheschi; and general counsel to the College: Kevin Noll of Robbins Schwartz.

VII. Adjournment

The board, on a motion by Mr. Guzman and seconded by Mr. Jaquez, unanimously voted to adjourn the meeting at 1:47 p.m.



Greg Thomas
2025-09-17 23:45 UTC

Gregory Thomas, Secretary
Waubonsee Community College
Board of Trustees