

MINUTES
WAUBONSEE COMMUNITY COLLEGE
Board of Trustees
Regular Board Meeting

October 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 6:02 p.m. on Wednesday, October 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, Rebecca D. Oliver, Stacey Ries, Maria Santillan, Greg Thomas, and Tina Willson; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Dr. Anthony Ramos, Dr. Melinda Tejada, Dr. Toya Webb, Dr. Nour Al Naber, Dr. Eric Aurand, Mary Baccheschi, Emanuel Chavez, M’Kaila Clark (virtual), Andrew Clements, Robert Cofield, Michelle Dahlstrom, Romana Donnelly, Tacarra Ford, Sharon Garcia, Dr. Jordan Hasler, Michelle Hawley, Dennis Hood, Beatrix Keneseine Pollak, Audrie Kent, Katie Kripp, Dan Larsen, Kevin Modaff, J. C. Paez, Dr. Scott Peska, Dr. Amy Powers, Jessica Price, Sharon Rainbolt, Dr. Stacey Randall, Patricia Saccone, Omar Salazar, Renee Skrabacz, Dr. Tamekia Smith, and Ne’Keisha Stepney; featured students: Michelle Alaniz, Connor Anderson, Luis Baez, Ennis Ballines, Angela Bolanos, Kevin Bustamante Fontanel, Isaac Chou, Charis Davison, Julian Flores, Briana Harris, Gianna King, Luke Lockwood, Sarah Pawlus, Andres Salgado, Aleah Sauder, and Benjamin Swanson; guest: Dominick Demonico; and general counsel to the College: Kenneth Florey of Robbins Schwartz.

II. Waubonsee Voices

A. Student Voices

1. 2025 SkillsUSA National Leadership and Skills Conference Participants

Ne’Keisha Stepney, Assistant Provost of Workforce Development, recognized our 2025 SkillsUSA National Leadership and Skills Conference participants:
Aleah Sauder - Gold medalist, Automotive Refinishing Technology; Joshua Stover - Gold medalist, Automotive Service Technology; Ennis Ballines, Kevin Bustamante Fontanel, Briana Harris, and Sarah Pawlus - Gold medalist, Entrepreneurship Team; Benjamin Swanson - Bronze medalist, Collision Damage Appraisal; and Julian Flores - National Competitor, HVAC.

2. 2025-2026 Student Government Leaders

Michelle Dahlstrom, Student Life Manager, introduced our 2025-2026 Student Government Leaders:
Michelle Alaniz (Student Senate President), Connor Anderson, Luis Baez, Ennis Ballines, Angela Bolanos, Isaac Chou, Charis Davidson, Briana Harris, Gianna King, Luke Lockwood, Savannah Pearson Fitzsimons, and Andres Salgado.

II. Waubonsee Voices (continued)

B. Introduction of New Full-Time Faculty Members

Ne'Keisha Stepney introduced our new full-time faculty members:

Emanuel Chavez, Instructor of Welding Technology; M'Kaila Clark, Instructor of Health Information Technology; Romana Donnelly, Instructor of Nursing; Michelle Hawley, Instructor of Human Services; Dennis Hood, Instructor of Welding Technology; Audrie Kent, Instructor of Nurse Assistant and Allied Health; and Amber Keare, Instructor of Heating, Ventilation and Air Conditioning

Sharon Garcia, Assistant Provost of Teaching and Learning, introduced new full-time faculty members:

Tacarra Ford, Instructor of English; Dr. Jordan Hasler, Instructor of Mathematics; Beatrix Keneseine Pollak, Instructor of Biology; and Colleen Budziak, Instructor of Chemistry

C. Introduction of New Administrator

Dr. Kimberly Chavis, Provost and Vice President of Teaching, Learning, and Student Success, introduced a new administrator:

Sharon Rainbolt, Director of Dual Credit and P-20 Partnerships

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. Annual Report on Board Policy 2.050.04 – Investment of College Funds

Mr. Bryant provided a brief report, as required by the policy that a review be performed annually.

ii. Working Cash Bonds for Capital Projects Presentation

Mr. Bryant shared a presentation and commented on requesting authorization for a bond issuance through the Working Cash Fund. The college's Debt Service Extension Base will support payment of the bonds. The presentation included a timeline for approval and issuance with proceeds designated for capital projects.

iii. Authorization for Disposal of College Property – Automotive Technology Equipment and Small Items

The board, on a motion by Mr. Guzman and seconded by Mr. Thomas, unanimously approved the authorization of the Vice President of Finance and Administration for the disposal of college property located within Akerlow Hall and any single piece of property with an estimated value below \$10,000 through June 30, 2026.

III. Institutional Reports and Presentations (continued)

B. Faculty Council Update

Patricia Saccone, Professor of Health Information Technology and Faculty Council President, proudly welcomed the 11 new faculty members to Waubonsee, ensuring a shared commitment to growth, faculty development, as well as opportunities and the support to thrive.

C. Student Trustee Report

Maria Santillan's report focused on concerns shared by herself and other students regarding the promotion/support of LGBTQ+ events on campus, as well as students' fears due to the increasing presence of ICE (U.S. Immigration and Customs Enforcement) in the community. Ms. Santillan also shared requests for possible solutions to these concerns.

D. President's Report

Dr. Brian Knetl acknowledged Ms. Santillan's comments and her role in elevating the student voice. He reported that various events were held on campus recently that provided opportunities for students and employees to ask questions, including Current Conversations, Student Senate Town Hall, Biscuits with the Boss, and a Latinx Employee Resource Group meeting. Dr. Knetl highlighted other events occurring in October for LGBTQ+ History Month and Latinx Heritage Month, the all-employee picnic, and his presentation during an open community forum, "Understanding the Higher Education Landscape," at the invitation of the Lifelong Learning Institute. He was also very proud and honored to announce that he will be recognized with the Education and Champion of Opportunity Award at the Quad County Urban League's 50th Anniversary Gala event. 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 Mr. Guzman, unanimously voted to adjourn to executive session at 7:26 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; matters of collective bargaining or deliberations concerning salary schedules; and safety and security procedures.

VI. Reconvene to Open Session

The board reconvened in open session at 9:49 p.m. Roll call found the following board members present: Rick Guzman, Daniel Jaquez, Patrick Kelsey, Rebecca D. Oliver, Stacey Ries, Maria Santillan, Greg Thomas, and Tina Willson; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Dr. Anthony Ramos, Dr. Melinda Tejada, Dr. Toya Webb, Mary Baccheschi, Katie Kripp, Dan Larsen, J. C. Paez, Omar Salazar, and Patricia Saccone; and general counsel to the College: Kenneth Florey of Robbins Schwartz.

VII. Approval of Consent Agenda

The board, on a motion by Ms. Willson 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. September 17, 2025 Board Meeting Minutes
2. September 17, 2025 Executive Session Meeting Minutes

B. Personnel Reports

1. Part-Time and Temporary Appointments

Arroyo, Sebastian	Student Worker Peer Tutor Academic Support	25 hrs./wk.	\$16.05/hr.
Baker, Larry (Mike)	Temporary Cable/Fiber Optic Technician	25 hrs./wk.	\$30.00/hr.
* Bazan, Perla	Upward Bound East Tutor	25 hrs./wk.	\$22.70/hr.
* Chimenti, Dante	Federal Work Study – Arts and Humanities	25 hrs./wk.	\$15.55/hr.
* Cole, Mckenna	Federal Work Study – Access Center for Disability Resources	25 hrs./wk.	\$15.55/hr.
Coronado, Sophia	Student Worker Arts and Humanities	25 hrs./wk.	\$15.55/hr.
Davis, Steven	Custodian AM Sugar Grove	25 hrs./wk.	\$18.74/hr.
Maren, Jean	Head Tennis Coach		\$8,774.28 Stipend
* Osman, Hilde	Federal Work Study – Financial Aid Services	25 hrs./wk.	\$15.55/hr.
* Quezada, Lorena	Federal Work Study – Diversity, Equity and Inclusion	25 hrs./wk.	\$15.55/hr.
* Rosales-Lumbreras, Rodolfo Jr.	Federal Work Study – Development	25 hrs./wk.	\$15.55/hr.
Salazar, Adriana	Custodian AM Sugar Grove	25 hrs./wk.	\$18.74/hr.
* Totz, Dr. Nathan	Upward Bound East Tutor	25 hrs./wk.	\$28.55/hr.
* <i>Grant Funded</i>			

VII. Approval of Consent Agenda (continued)

2. Full-Time Retirement

- a. Dr. Mark Lathan, Associate Professor of Music, effective May 31, 2026.

3. Full-Time Resignations

- a. Eduardo Zaragoza Napoles, Senior Textbook Associate, effective October 17, 2025.
- b. Jacob Kierczynski, Assessment Assistant, effective October 17, 2025.
- c. Mary Kloss, Administrative Specialist Arts and Humanities, effective September 19, 2025.

4. Full-Time Termination

- a. Kathleen Preston, Head Coach of Tennis, effective September 18, 2025.

5. Full-Time Appointment Recommendations

- a. Darrin Kader, Assistant Vice President of Finance, at the rate of \$155,000/annually, effective October 20, 2025.
- b. Tim Kueppers, General Maintenance Mechanic, at the rate of \$26.00/per hr., effective October 6, 2025.
- c. James Lara, Media Services Specialist, at the rate of \$23.50/per hr., effective October 20, 2025.
- d. Orlando Lopez, Media Services Technology Specialist, at the rate of \$23.25/per hr., effective October 4, 2025. Mr. Lopez resigned from his current position of part-time Media Technical Assistant to accept this position.
- e. Irma Rivas, Custodian Early AM Shift Sugar Grove, at the rate of \$22.13/per hr., effective October 4, 2025. Ms. Rivas resigned from her current position of part-time Custodian to accept this position.
- f. Liliana Cepeda, Academic and Career Advisor, at the rate of \$26.26/per hr., effective October 20, 2025.
- g. Kevin Farmer, Administrative Specialist Business and Social Science, at the rate of \$24.46/per hr., effective November 3, 2025. Mr. Farmer will resign from his current position of Administrative Specialist Office of the President to accept this position.
- h. Erika Iniguez, Latinx Engagement Coordinator, at the rate of \$34.17/per hr., effective October 6, 2025. Ms. Iniguez resigned from her current position of TRIO/Student Support Services Educational Advisor to accept this position.

6. Full-Time Grant-Funded Support Staff Reappointments

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

7. Support Staff Reclassifications and Compensation Recommendations

Support staff reclassifications and compensation recommendations, as presented.

VII. Approval of Consent Agenda (continued)

C. Financial Reports

1. Payroll Report for Pay Number 17

010100	Education Fund	\$1,894,140.51
010109	Budget Stabilization Fund	13,392.92
020100	Operations and Maintenance Fund	158,900.84
050620	Bookstore	34,312.92
062101	Adult Education-State Basic	42,985.81
062102	Adult Education-Performance	6,774.36
062121	Expansion of ESL Services	488.63
062123	PATH Grant	1,453.44
063101	Adult Education-Federal Basic	15,788.40
063107	Perkins Postsecondary	7,941.03
063132	Federal Work Study	6,748.16
063171	TRIO/Upward Bound East	7,315.68
063172	TRIO/Upward Bound West	7,509.51
063202	Waubonsee Works	10,502.61
063944	SBDC	7,787.69
120100	Liability/Protection and Settlement	<u>69,018.68</u>
Final Total:		<u>\$2,285,061.19</u>

VII. Approval of Consent Agenda (continued)

2. Payroll Report for Pay Number 18

010100	Education Fund	\$1,942,695.80
010109	Budget Stabilization Fund	12,785.48
020100	Operations and Maintenance Fund	149,545.56
050620	Bookstore	31,719.40
062101	Adult Education-State Basic	43,919.92
062102	Adult Education-Performance	6,035.92
062121	Expansion of ESL Services	488.63
062123	PATH Grant	1,332.32
063101	Adult Education-Federal Basic	7,036.15
063107	Perkins Postsecondary	7,983.85
063132	Federal Work Study	6,552.48
063171	TRIO/Upward Bound East	7,067.41
063172	TRIO/Upward Bound West	7,023.46
063202	Waubonsee Works	10,689.97
063944	SBDC	8,235.05
120100	Liability/Protection and Settlement	<u>66,883.50</u>
Final Total:		<u>\$2,309,994.90</u>

VII. Approval of Consent Agenda (continued)

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

010100	Education Fund	\$ 1,144,733.25
010900	Payroll Clearing Fund	91,239.31
020100	Operations and Maintenance Fund	325,851.49
030100	Operations and Maintenance Restricted	83,448.70
030201	Technical Education Center (TEC)	5,820,174.74
030203	Dickson Center Roof Glass Replacement	550,455.08
030207	Restore/Renovate Tennis Courts	1,689,243.73
030214	Dickson Board Room Remodel	1,041,974.18
050503	Auto Resale	7,402.67
050620	Bookstore	898,126.55
050810	Internal Medical Insurance	909,322.06
050811	Retiree Medical Insurance	19,997.60
062101	Adult Education-State Basic	282.24
062123	PATH Grant	10,376.45
062125	Rev Electric Vehicle Tech	8,057.00
063101	Adult Education-Federal Basic	107.55
063107	Perkins Postsecondary	366.97
063171	TRIO/Upward Bound East	2,531.36
063172	TRIO/Upward Bound West	2,015.25
063202	Waubonsee Works	777.42
063943	Advanced Technological Ed	1,306.55
063944	SBDC	1,235.00
063945	City of Aurora-Quality of Life	266.50
100300	Trust and Agency	14,950.41
120100	Liability/Protection and Settlement	<u>34,556.66</u>
	Final Total:	<u>\$12,658,798.72</u>

VII. Approval of Consent Agenda (continued)

4. Bids/Purchases:

- a. Purchase of Equipment for the Automotive Technology Program
Purchase of equipment for the Automotive Technology Program from Rubber, Inc. of Chicago, IL, the second lowest, most responsive, bidder, in the amount of \$68,920.
- b. Purchase of Lactation Pods
Purchase of lactation pods from Mamava, Inc. of Burlington, VT, in the amount of \$46,500.
- c. Replacement of Multi-Campus Vestibule Tile
Replacement of multi-campus vestibule tile from Michael Kautz Carpets and Designs, Inc. of Mt. Prospect, IL, the lowest, most responsive, bidder, in the amount of \$70,216.
- d. Renewal for the Rental of a Wheel Loader for the 2025-2026 Winter Season
Renewal for the rental of a wheel loader for the 2025-2026 winter season from Alta Enterprises LLC of South Elgin, IL, in the amount of \$32,960 for the coverage period of November 1, 2025 through March 31, 2026.
- e. Renewal for Snow and Ice Removal Services for the 2025-2026 Winter Season
Renewal of the snow and ice removal services for the 2025-2026 winter season from Mark 1 Landscape of Bartlett, IL, in the estimated amount of \$18,730 for the Aurora Downtown Campus, and in the estimated amount of \$45,639 for the Plano Campus; and from ACSOI, LLC of Oswego, IL, in the estimated amount of \$19,312 for the Aurora Fox Valley Campus, for the total estimated cost of \$83,681 for the 2025-2026 winter season.

VIII. Consent Agenda Items Removed for Individual Consideration

No Consent Agenda Items were removed for individual consideration.

IX. Personnel Reports

X. Policy Reports

A. Approval of Expressive Activity Policy

The board, on a motion by Ms. Ries and seconded by Ms. Willson, approved the adoption of the new Free Speech and Expression Policy, with the expectation to review it again at a future meeting for a possible revision, with the vote as follows: Mr. Guzman, aye; Mr. Jaquez, aye; Mr. Kelsey, aye; Ms. Oliver, aye; Mr. Thomas, abstain.

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 September 2025

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

B. Budget Summary Ending September 2025

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

XIV. Other Reports

XV. Adjournment

The board, on a motion by Mr. Kelsey and seconded by Mr. Guzman, unanimously voted to adjourn the meeting at 10:02 p.m.



Greg Thomas
2025-11-20 02:17 UTC

Gregory Thomas, Secretary
Waubonsee Community College
Board of Trustees