

MINUTES
WAUBONSEE COMMUNITY COLLEGE
Board of Trustees
Regular Board Meeting

March 25, 2026

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 6:03 p.m. on Wednesday, March 25, 2026, 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, Maria Santillan, Greg Thomas, and Tina Willson; board member absent: Rebecca D. Oliver; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Emma Donatille, Jamie Feiza, Terence Felton, Sharon Garcia, Mary Greenwood, Jessica Guglielmi, Darrin Kader, Abbas AL Khafaji, Dan Larsen, Erik Leal, Griselda Lerma, Shellee McCullum, Joey Milano, Jenissa Nino, J. C. Paez, Jessica Price, Dr. Stacey Randall, Dr. Lisa Richardson, Patricia Saccone, Jacqueline Stepherson, Aaron Stevens, and Stephanie Wennmacher; general counsel to the College present: Kenneth Florey of Robbins Schwartz; featured students present: Michelle Alaniz, Daniela Alfano, Ariana Anguiano, Anali Casarez, David Daniel, Cynthia Patino, and Bianka Valdez; and featured guests present: Cheryl Cahoun and Leon Hill of Achieving the Dream.

II. Waubonsee Voices

A. Student Voices

Jenissa Niño, Senior Diversity, Equity and Inclusion Coordinator, introduced several students who recently attended the 2026 United States Hispanic Leadership Institute (USHLI) National Conference in Chicago, as well as our featured Student Voices speakers, Michelle Alaniz and Ariana Anguiano, who shared highlights from their experiences and participation at the event.

III. Public Comment

A. General Public Comment

A Waubonsee student, London Sabalones, addressed the board and the topic was: Community Gardens.

IV. 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.

IV. Institutional Reports and Presentations (continued)

b. Approval of a Purchase of an Increase to the Services Agreement with Fehr Graham & Associates LLC for Water Treatment Program Services

The board, on a motion by Mr. Guzman and seconded by Mr. Thomas, approved a purchase of an increase to the services agreement with Fehr Graham & Associates LLC, Aurora, IL, in an amount not to exceed \$60,000 for the period of July 1, 2025 through June 30, 2026; with the vote as follows: Mr. Guzman, aye; Mr. Thomas, aye; Mr. Kelsey, abstain; Mr. Jaquez, aye; Ms. Ries, aye; and Ms. Willson, aye.

2. Executive Vice President and Chief of Staff

a. RISE 2030 Quarterly Update – Invest in Academic Innovation

Dr. Toya Webb led the presentation with a brief overview, that included a timeline and progress made to date, of the priorities outlined in the RISE 2030 Strategic Plan. Dr. Webb also announced that an inaugural RISE Summit has been scheduled for April 30, 2026. Priority Leads Dr. Kimberly Chavis, Provost and Vice President of Teaching, Learning, and Student Success; and Sharon Garcia, Assistant Provost of Teaching and Learning; highlighted the goals, presented new ideas that emerged from their work, tracked progress, and shared opportunities and key takeaways that support the “Invest in Academic Innovation” priority.

3. Provost and Vice President of Teaching, Learning, and Student Success

a. Approval of Sabbatical Leave Recommendations

The board, on a motion by Mr. Thomas and seconded by Mr. Jaquez, unanimously approved the sabbatical leave recommendations for: Jon Nichols, Assistant Professor of English, and Michelle Lindquist, Associate Professor of English Developmental Education.

B. Faculty Council Update

Patricia Saccone, Professor of Health Information Technology and Faculty Council President, shared examples of why this is a special time of year for faculty and students, while focusing on the importance of working as a team using a “we, not me” approach.

C. Student Trustee Report

Maria Santillan began her final ‘Student Trustee Report’ with comments about how grateful she was for the opportunity to advocate on behalf of the students as Student Trustee this past year. An initiative that was important to her was to campaign for a Multicultural Center at the Sugar Grove Campus. With assistance from college staff, Ms. Santillan created a survey for input by students regarding their interest for this type of space. 989 responses were received, many of which support this project, which would strengthen the student experience and their feeling of belonging. Dr. Brian Knetl thanked Ms. Santillan for all her work and for the recommendations she shared for consideration by college leadership.

IV. Institutional Reports and Presentations (continued)

D. Board of Trustees Report

1. Waubonsee Foundation Quarterly Board Meeting

Trustee Stacey Ries, in her role as Waubonsee Board of Trustees Liaison for the Foundation Board of Directors, reported on the Foundation Quarterly Board Meeting held on March 3, 2026.

2. ICCTA Meetings

Trustee Daniel Jaquez reported on the ICCTA meetings held on March 20-21, 2026 at Moraine Valley Community College in Palos Hills.

E. President's Report

Dr. Brian Knetl shared a brief update to his President's Report document that our men's team won in the first tennis match played at home on the new tennis courts. He was also proud to announce that Dr. Toya Webb was named a 2026 Woman of Power by the Quad County Urban League. For more announcements and details on Dr. Knetl's activity, his monthly [President's Report](#) can be viewed on the college website.

1. Achieving the Dream Coaches Introduction and Comments

Dr. Knetl introduced Dr. Cheryl Calhoun, Leadership Coach, and Leon Hill, Data, Analytics and Technology Coach, who shared a presentation that provided background information regarding the Achieving the Dream (ATD) network and the progress the college has made as it enters year two in the ATD journey.

F. Other Reports

1. Recognition of Student Trustee for 2025-2026

Maria Santillan was recognized for her service on the board as Student Trustee for 2025-2026. Each of the board members shared well wishes to Ms. Santillan. In addition, she was presented with a certificate of recognition and a token of appreciation on behalf of the Board of Trustees.

V. Executive Session

The board, on a motion by Mr. Thomas and seconded by Mr. Guzman, unanimously voted to adjourn to executive session at 7:36 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 8:40 p.m. Roll call found the following board members present: Rick Guzman, Daniel Jaquez, Patrick Kelsey, Stacey Ries, Maria Santillan, Greg Thomas, and Tina Willson; board member absent: Rebecca D. Oliver; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Abbas AL Khafaji, J. C. Paez, and Jacqueline Stepherson; and general counsel to the College present: Kenneth Florey of Robbins Schwartz.

VII. Approval of Consent Agenda

The board, on a motion by Mr. Thomas 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. February 18, 2026 Board Meeting Minutes
- 2. February 18, 2026 Executive Session Meeting Minutes

B. Personnel Reports

- 1. New Appointments – Administrators (none) and Faculty (two)
 - a. Cristian Lopez, Instructor of Automotive Technology, effective August 10, 2026. The recommended placement on the salary schedule is Column I, Step 1. The 2026-2027 annual salary for this placement is \$69,085.
 - b. Demetri Trakas, Instructor of Automotive Technology, effective August 10, 2026. The recommended placement on the salary schedule is Column I, Step 5. The 2026-2027 annual salary for this placement is \$74,780.
- 2. Other New Appointments – including Full-Time, Part-Time and Temporary

<i>Full-Time</i>					
<u>Candidate</u>	<u>Position</u>	<u>Salary</u>	<u>Type</u>	<u>Hire Date</u>	
Kevin Bustamante	Administrative Specialist	\$20.50/hr.	PT to FT	03/04/2026	
Fontanel	Financial Aid				
Antonio Hernandez	Senior Information Technology Specialist	\$25.50/hr.	Promotion	03/19/2026	
Jennifer Lozada	Financial Aid Advisor	\$26.00/hr.	New Hire	03/16/2026	
Joey Milano	Multimedia Coordinator	\$33.28/hr.	Temp to Hire	03/02/2026	
Rachel Plasch	Academic and Career Advisor	\$26.00/hr.	Transfer	04/19/2026	
Christine White	Assessment Assistant	\$22.36/hr.	PT to FT	03/19/2026	

VII. Approval of Consent Agenda (continued)

Part-Time and Temporary

<u>Candidate</u>	<u>Position</u>	<u>Hours/wk.</u>	<u>Rate</u>	<u>Stipend</u>	<u>Hire Date</u>
Yesenia Arriola	Campus Safety Officer	25 hrs./wk.	\$23.50/hr.	N/A	04/06/2026
Cassandra Ibarra	Physical Science Laboratory Technician	25 hrs./wk.	\$19.75/hr.	N/A	04/06/2026
Victoria Schultz	Peer Tutor Academic Support	25 hrs./wk.	\$16.05/hr.	N/A	02/13/2026
Megan Jones	Interim Dean for Adult Education		\$3,000	Monthly	11/20/2025
Dr. Jeanine McMillen	Interim Dean for Arts and Humanities		\$2,500	Monthly	03/05/2026
Laura Elliott	Interim Employee Relations Manager		\$1,000	Monthly	03/09/2026
Yesenia Cadena	Interim Director of Talent Acquisition and Operations		\$1,000	Monthly	04/01/2026
Jessica Gofforth	Interim Director of Total Rewards and Interim Director of Employee Development		\$2,000	Monthly	04/01/2026
Franklin Ortega-Palaguachi	Interim Director of Diversity, Equity, and Inclusion		\$1,000	Monthly	04/01/2026
Jenissa Nino	Interim Diversity, Equity, and Inclusion and Latinx Resource Center Manager		\$1,500	Monthly	04/01/2026
Olivia McPherson	Head Volleyball Coach		\$11,699	Coach	03/16/2026

3. Separations – including Retirements and Resignation

<u>Employee</u>	<u>Position</u>	<u>Separation Date</u>	<u>Type</u>	<u>Years of Service</u>
Michele Kellen	Payroll and Treasury Supervisor	08/03/2026	Retirement	20 years, 2 months
Julie Olczyk	Employee Relations Manager	04/01/2026	Resignation	8 years, 3 months
Katherine (Katiwu) Thomas	Assistant Professor of Sign Language	05/29/2026	Retirement	34 years, 9 months

4. Authorization and Approval of a "Settlement Agreement, Covenant Not to Sue, General Release, and Waiver of Claims" with a Former Employee

VII. Approval of Consent Agenda (continued)

C. Financial Reports

1. Payroll Report for Pay Number 3

010100	Education Fund	\$1,901,445.02
010109	Budget Stabilization Fund	10,214.73
020100	Operations and Maintenance Fund	167,882.83
050620	Bookstore	33,350.12
062101	Adult Education-State Basic	9,861.26
062102	Adult Education-Performance	10,417.00
062123	PATH Grant	1,453.44
063101	Adult Education-Federal Basic	61,041.02
063102	Adult Education-EL/Civics	9,522.74
063107	Perkins Postsecondary	8,083.78
063132	Federal Work Study	10,752.98
063171	TRIO/Upward Bound East	7,872.83
063172	TRIO/Upward Bound West	7,524.37
063202	Waubonsee Works	9,874.60
063946	SBDC	7,477.84
120100	Liability/Protection and Settlement	<u>67,383.43</u>
	Final Total:	<u>\$2,324,157.99</u>

VII. Approval of Consent Agenda (continued)

2. Payroll Report for Pay Number 4

010100	Education Fund	\$2,002,339.97
010109	Budget Stabilization Fund	9,508.71
020100	Operations and Maintenance Fund	155,341.29
050620	Bookstore	30,442.75
062101	Adult Education-State Basic	7,865.90
062102	Adult Education-Performance	9,868.29
062123	PATH Grant	1,332.32
063101	Adult Education-Federal Basic	63,555.77
063102	Adult Education-EL/Civics	10,578.72
063107	Perkins Postsecondary	7,812.55
063132	Federal Work Study	11,802.96
063171	TRIO/Upward Bound East	7,523.43
063172	TRIO/Upward Bound West	7,078.03
063202	Waubonsee Works	9,413.97
063946	SBDC	7,449.09
120100	Liability/Protection and Settlement	<u>57,791.17</u>
	Final Total:	<u>\$1,847,985.98</u>

VII. Approval of Consent Agenda (continued)

3. Accounts Payable for the Period Ending February 28, 2026 and Travel Expenses of the Members of the Board of Trustees and of Employees as presented

010100	Education Fund	\$ 763,432.52
010109	Budget Stabilization Fund	239.50
010900	Payroll Clearing Fund	76,582.88
020100	Operations and Maintenance Fund	513,007.23
020209	Lactation Rooms	46,500.00
030100	Operations/Maintenance Restricted	118,989.65
030201	Technical Education Center (TEC)	900,454.11
030207	Restore/Renovate Tennis Courts	57,576.14
030214	DKN Board Room Remodel	19,855.30
030215	Vestibule Flooring Project	42,302.56
040100	Bond and Interest Fund	450.00
050503	Auto Resale	16,418.34
050620	Bookstore	947,954.58
050810	Internal Medical Insurance	854,024.52
050811	Retiree Medical Insurance	4,246.60
062101	Adult Education-State Basic	404.21
062102	Adult Education-Performance	838.29
062123	PATH Grant	924.00
062129	Scaling and Assessing DERA	6,210.00
063101	Adult Education-Federal Basic	5,999.99
063107	Perkins Postsecondary	369.04
063171	TRIO/Upward Bound East	1,639.39
063172	TRIO/Upward Bound West	981.73
063946	SBDC	2,185.00
100300	Trust and Agency	12,461.63
120100	Liability/Protection and Settlement	<u>37,968.39</u>
	Final Total:	<u>\$4,432,015.60</u>

VII. Approval of Consent Agenda (continued)

4. Treasurer's Report for the Month of February 2026
The Treasurer's Report for the month of February 2026 was accepted by the board and placed on file.
5. Budget Summary Ending February 2026
Comparison of budget to actual for the eight months ending February 28, 2026 was accepted by the board and placed on file.
6. Bids/Purchases:
 - a. Purchase of Brand Audit and Market Research Services
Purchase of a Brand Audit and Market Research Services from ADV Market Research and Consulting of Iowa City, IA, in the amount of \$75,000.
 - b. Renewal of Refuse Collection Services
Renewal of refuse collection services with Groot Industries of Plano, IL, in the amount of \$34,936 for the period of March 1, 2026 through February 28, 2027.
 - c. Renewal of the Landscaping Services Agreement for the Downtown Aurora, Aurora Fox Valley, and Plano Campuses
Renewal of the landscaping services agreement for the Aurora Downtown, Aurora Fox Valley, and Plano Campuses from Langton Group of Woodstock, IL, in the amount of \$32,046 for the period of March 17, 2026 through December 31, 2026.
 - d. Renewal of the Mulching Services Agreement for the Sugar Grove Campus
Renewal of the mulching services agreement for the Sugar Grove Campus from Langton Group of Woodstock, IL, in the amount of \$38,172 for the period of March 17, 2026 through May 9, 2026.
 - e. Renewal of Qualtrics Course Evaluation
Renewal of Qualtrics Course Evaluation from Qualtrics, LLC of Provo, UT, in the amount of \$26,040 for the period of April 1, 2026 through March 31, 2027.
 - f. Three-Year Renewal of Lightcast Alumni Pathways and Analyst
Three-year renewal of Lightcast Alumni Pathways and Analyst with Economic Modeling, LLC of Moscow, ID, in the amount of \$95,570 for the period of March 31, 2026 through March 30, 2029.
 - g. Three-Year Renewal of BeyondTrust Endpoint Privilege Management Software Licenses
Three-year renewal of BeyondTrust Endpoint Privilege Management software licenses from Insight Public Sector Inc., of Chandler, AZ, in the amount of \$294,840 for the period of July 1, 2026 through June 30, 2029.
 - h. Replacement of Desktop Computers
Replacement of desktop computers inclusive of warranties from CDW Government LLC of Vernon Hills, IL, in an amount not to exceed \$180,000 for the period of March 30, 2026 through March 29, 2031.

VII. Approval of Consent Agenda (continued)

i. Replacement of Laptop Computers

Replacement of laptop computers inclusive of warranties from CDW Government LLC of Vernon Hills, IL, in an amount not to exceed \$750,000 for the period of March 30, 2026 through March 29, 2031.

VIII. Consent Agenda Items Removed for Individual Consideration

No Consent Agenda Items were removed for individual consideration.

IX. Adjournment

The board, on a motion by Mr. Guzman and seconded by Mr. Jaquez, unanimously voted to adjourn the meeting at 8:41 p.m.



Greg Thomas
2026-04-16 02:06 UTC

Gregory Thomas, Secretary
Waubonsee Community College
Board of Trustees