

MINUTES
WAUBONSEE COMMUNITY COLLEGE
Board of Trustees
Regular Board Meeting

June 17, 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, June 17, 2026, in the Dickson Center Community Board Room, Route 47 at Waubonsee Drive, Sugar Grove, IL.

Roll call found the following board members present: Daniela Alfano, Rick Guzman, Rebecca D. Oliver, Greg Thomas, and Tina Willson; board members absent: Daniel Jaquez, Patrick Kelsey, and Stacey Ries; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Clayton Muhammad, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Bob Cofield, Marc Dale, Jr., Terence Felton, Megan Jones, Darrin Kader, Abbas AL Khafaji, Dan Larsen, Faith LaShure, Erik Leal, Karen Marker, Shellee McCullum, Dr. Jeanine McMillen, Jessica Moreno, J. C. Paez, Dr. Scott Peska, Dr. Stacey Randall, Dr. Lisa Richardson, Patricia Saccone, Renee Skrabacz, Jacqueline Stepherson, Jo Lynn Theobald, Dr. Joshua Watson, and Stephanie Wennmacher; featured guest present: Hugo Saltijeral; and general counsel to the College present: Kenneth Florey of Robbins Schwartz.

II. Waubonsee Voices

A. Community Voices

Karen Marker, Development and Alumni Relations Coordinator, introduced Waubonsee's 2026 Distinguished Alumnus Award recipient, Hugo Saltijeral '18, Executive Director of Valley Sheltered Workshop in Batavia. Mr. Saltijeral commented on how proud he was to attend Waubonsee as an adult learner. He also shared a video presentation illustrating the impact that Waubonsee has had on both his life and our community.

B. Introduction of New Administrator

Dr. Kimberly Chavis, Provost and Vice President of Teaching, Learning, and Student Success, introduced Dr. Joshua Watson, Assistant Dean for Academic Affairs.

III. Public Comment

A. General Public Comment

No public comments were submitted.

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.

2. Executive Vice President and Chief of Staff

a. RISE 2030 Quarterly Update – Strengthen the Student Experience

Dr. Toya Webb led the presentation with an overview of the progress made to date for the priorities outlined in the RISE 2030 Strategic Plan, and she also shared a recap video from the inaugural RISE Summit event.

Priority Leads Dr. Lisa Richardson, Executive Dean for Student Success and Retention, and Dr. Scott Peska, Assistant Provost of Academic and Student Success, highlighted goals, tracked progress, and shared opportunities that support the “Strengthen the Student Experience” priority. In addition, Goal Champion Megan Jones, Dean for Adult and Workforce Education, provided a progress update on the Strategic Enrollment Management Plan

B. Faculty Council Update

Patricia Saccone, Professor of Health Information Technology and Faculty Council President, commented on the continuous work of the faculty, even during the summer, as they are teaching, learning, preparing, innovating, strengthening programs, and advancing the goals in RISE 2030, in their commitment to help students succeed.

C. Student Trustee Report

Daniela Alfano reported that students remain focused on academic success this month, and she shared students’ concerns regarding the need for ongoing communication with the construction of Collins Hall and the Student Center, continued academic advising support, and initiatives focused on food insecurity and student belonging. She also highlighted various meetings and events she attended, including graduation, as well as upcoming events. Establishing a full food pantry and developing the multicultural center remain key priorities.

D. Board of Trustees Report

1. Policy Committee Update

Dr. Knetl and Trustee Willson reported on the Policy Committee meeting held on June 3, 2026. The committee reviewed a revised version of the Board of Trustees section from the Board Policy Manual, and plan to share it with the full Board at their July meeting for additional discussion, and anticipate approval of the revised/updated section at the August Board meeting. In addition, the Policy Committee recommended the appointment of three additional members to the committee to allow remote participation in accordance with the Open Meetings Act, which was on the Consent Agenda for board approval.

IV. Institutional Reports and Presentations (continued)

E. President's Report

Dr. Brian Knetl debuted a new format for presenting his monthly President's Report at the Board Meeting. With the assistance of Clayton Muhammad, Vice President of Community Engagement and External Affairs, Dr. Knetl highlighted this year's Commencement, the Foundation Trail Run, and the Employee Community Garden, which were all featured on WGN or ABC7 News. In addition, he reported on several other events, including Waubonsee's annual Athletics Banquet, the statewide recognitions of two faculty members and Mr. Saltijeral, the Foundation's Quarterly Board Meeting and Retreat, the grand opening of the Sugar Grove Fire Protection District's new burn tower and training facility, the Aurora PRIDE Parade, and the Annual Staff Meeting where the Staff Awards for Excellence winners were recognized. For more announcements and details on Dr. Knetl's activity, his monthly [President's Report](#) can be viewed on the college website.

V. Executive Session

The board, on a motion by Mr. Thomas and seconded by Mr. Guzman, unanimously voted to adjourn to executive session at 7:22 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; 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 8:29 p.m. Roll call found the following board members present: Daniela Alfano, Rick Guzman, Rebecca D. Oliver, Greg Thomas, and Tina Willson; board members absent: Daniel Jaquez, Patrick Kelsey, and Stacey Ries; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Clayton Muhammad, 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. Guzman and seconded by Mr. Thomas, unanimously approved the Consent Agenda that contains the following items – Meeting Minutes, Personnel Reports, Financial Reports, and Other.

A. Meeting Minutes

1. May 13, 2026 Board Meeting Minutes
2. May 13, 2026 Executive Session Meeting Minutes

VII. Approval of Consent Agenda (continued)

B. Personnel Reports

1. New Appointments – Administrators (three) and Faculty (none)

Administrators

<u>Candidate</u>	<u>Position</u>	<u>Salary</u>	<u>Type</u>	<u>Hire Date</u>
Yesenia Cadena	Director of Talent Acquisition and Human Resources Operations	\$120,000	Restructure	07/01/2026
Jessica Gofforth	Senior Director of Total Rewards	\$135,000	Restructure	07/01/2026
Franklin Ortega-Palaguachi	Director of Equity, Belonging and Servingness	\$114,000	Restructure	07/01/2026

2. Other New Appointments – including Full-Time, Part-Time and Temporary

Full-Time

<u>Candidate</u>	<u>Position</u>	<u>Salary</u>	<u>Type</u>	<u>Hire Date</u>
Ana Anguiano	Payroll and Treasury Supervisor	\$80,000	New Hire	06/29/2026
Laura Elliott	Labor and Employee Relations Manager	\$87,000	Restructure	07/01/2026
Antonio Marin	Adult Education Administrative Assistant	\$19.75/hr.	New Hire	07/06/2026
Oscar Martin	Senior Purchasing Manager	\$110,000	New Hire	06/29/2026
* Jenissa Nino	Latinx Resource Center and Equity Initiatives Manager	\$82,000	Restructure	07/01/2026
Rebecah Palazzola	Organizational Development Specialist	\$86,203	Restructure	07/01/2026
Diana Torres	Manager of Benefits	\$91,000	Restructure	07/01/2026
Vynnessa Winberg	Recruiter	\$66,500	Restructure	07/01/2026

Part-Time and Temporary

<u>Candidate</u>	<u>Position</u>	<u>Hours/wk.</u>	<u>Rate</u>	<u>Stipend</u>	<u>Hire Date</u>
Candy Barrientos Jimenez	Upward Bound Summer Instructor	25 hrs./wk.	\$37.50/hr.	N/A	05/27/2026
* Kate Beebe	Assistant Women's Basketball Coach		\$7,603	Coach	05/18/2026
Felipe Chavez	Upward Bound Summer Instructor	25 hrs./wk.	\$37.50/hr.	N/A	05/29/2026
Sarah Leonard	Librarian	25 hrs./wk.	\$35.00/hr.	N/A	06/01/2026
Meredith Manning	Information Technology Specialist, Extension Campuses	25 hrs./wk.	\$22.50/hr.	N/A	06/04/2026
Germaine Mwizerwa	Student Worker Student Engagement	25 hrs./wk.	\$15.55/hr.	N/A	05/18/2026
* Jenissa Nino	Latinx Resource Center and Equity Initiatives Manager		\$500	Monthly Stipend	07/01/2026
Ashley Raye	Upward Bound Summer Instructor	25 hrs./wk.	\$37.50/hr.	N/A	06/01/2026

FY2027 Coach Reappointments

<u>Coach Name</u>	<u>Coach Title</u>	<u>Stipend</u>	<u>Appointment Period</u>
Eric Baron	Head Cross Country Coach	\$9,124	07/01/2026-06/30/2027
* Kate Beebe	Assistant Women's Basketball Coach	\$7,907	07/01/2026-06/30/2027
Teagan Craig	Assistant Esports Coach	\$6,083	07/01/2026-06/30/2027
Gina Damato	Head Cheerleading Coach	\$9,124	07/01/2026-06/30/2027
Scott Dunne	Assistant Softball Coach	\$8,517	07/01/2026-06/30/2027
Bruce Fraser	Head Tennis Coach	\$12,167	07/01/2026-06/30/2027
Alex Hales	Head Baseball Coach	\$16,378	07/01/2026-06/30/2027
Michael Maynard	Assistant Baseball Coach	\$8,517	07/01/2026-06/30/2027
Ryan McAllister	Assistant Men's Basketball Coach	\$7,907	07/01/2026-06/30/2027

* Employees listed twice for separate pay

VII. Approval of Consent Agenda (continued)

FY2027 Coach Reappointments

<u>Coach Name</u>	<u>Coach Title</u>	<u>Stipend</u>	<u>Appointment Period</u>
Olivia McPherson	Head Volleyball Coach	\$12,167	07/01/2026-06/30/2027
Jeannie Norman	Assistant Cheerleading Coach	\$3,650	07/01/2026-06/30/2027
Alvaro Perez	Head Men's Soccer Coach	\$12,167	07/01/2026-06/30/2027
Abbigail Placido	Assistant Cross Country Coach	\$3,650	07/01/2026-06/30/2027
Lance Robinson	Head Men's Basketball Coach	\$15,450	07/01/2026-06/30/2027
Aaron Sarzyenski	Head Esports Coach	\$12,167	07/01/2026-06/30/2027
Brad Schlemmer	Head Women's Soccer Coach	\$12,167	07/01/2026-06/30/2027
Dave Stephens	Head Golf Coach	\$11,699	07/01/2026-06/30/2027
Hannah Tomasko	Head Softball Coach	\$17,033	07/01/2026-06/30/2027
Laura (Melissa) Waidzulis	Assistant Women's Soccer Coach	\$6,083	07/01/2026-06/30/2027
Jim Williams	Head Women's Basketball Coach	\$15,450	07/01/2026-06/30/2027
Vacant	Assistant Men's Soccer Coach	\$6,083	07/01/2026-06/30/2027
Vacant	Assistant Tennis Coach	\$6,083	07/01/2026-06/30/2027
Vacant	Assistant Volleyball Coach	\$6,083	07/01/2026-06/30/2027

3. Grant-Funded Staff Reappointments

Grant-funded staff reappointments, as presented. These reappointments are contingent upon continuous and sufficient grant funding.

4. Separations – including Resignations and Retirements

<u>Employee</u>	<u>Position</u>	<u>Separation Date</u>	<u>Type</u>	<u>Years of Service</u>
Kevin (KJ) Davis	Data Analyst	06/18/2026	Resignation	2 years, 10 months
Chadd Engel	AI Initiatives and Outcomes Assessment Manager	06/05/2026	Resignation	4 years, 2 months
Octavio Escalante Aguirre	Academic and Career Advisor	09/02/2026	Resignation	7 years, 0 months
Holly Mullins	Custodian 2nd Shift Sugar Grove	06/08/2026	Resignation	0 years, 7 months
Kathleen Osman	Grants and Special Projects Analyst	08/31/2026	Retirement	13 years, 10 months
William Schultz	Senior Computer Services Specialist	08/07/2026	Retirement	9 years, 8 months

5. Authorization and Approval of a "Settlement Agreement and Release" with a Former Employee

6. Administrator and Staff Compensation Recommendations, Salary Ranges Recommendations, and Other Rates of Pay for FY2027

VII. Approval of Consent Agenda (continued)

C. Financial Reports

1. Payroll Report for Pay Number 9

010100	Education Fund	\$2,013,677.73
010109	Budget Stabilization Fund	9,174.32
020100	Operations and Maintenance Fund	144,092.24
050620	Bookstore	28,536.88
062101	Adult Education-State Basic	6,836.78
062102	Adult Education-Performance	16,740.11
062123	PATH Grant	1,211.20
063101	Adult Education-Federal Basic	13,267.00
063102	Adult Education-EL/Civics	14,389.45
063107	Perkins Postsecondary	7,962.25
063132	Federal Work Study	7,282.58
063171	TRIO/Upward Bound East	6,813.84
063172	TRIO/Upward Bound West	6,882.49
063202	Waubonsee Works	15,647.98
063946	SBDC	6,672.84
069103	IGA Adult and Dislocated Worker Train	2,528.78
120100	Liability/Protection and Settlement	<u>57,071.99</u>
Final Total:		<u>\$2,358,788.46</u>

VII. Approval of Consent Agenda (continued)

2. Payroll Report for Pay Number 10

010100	Education Fund	\$1,697,435.05
010109	Budget Stabilization Fund	9,729.02
020100	Operations and Maintenance Fund	162,005.14
050620	Bookstore	31,407.22
062101	Adult Education-State Basic	7,331.33
062102	Adult Education-Performance	6,035.92
062123	PATH Grant	1,332.32
062135	Digital Instruction for Adult Ed	390.00
063101	Adult Education-Federal Basic	4,004.82
063107	Perkins Postsecondary	7,562.55
063132	Federal Work Study	4,374.98
063171	TRIO/Upward Bound East	6,785.41
063172	TRIO/Upward Bound West	7,280.36
063202	Waubonsee Works	7,320.52
063946	SBDC	7,672.84
100300	Trust and Agency	200.00
120100	Liability/Protection and Settlement	<u>66,275.82</u>
	Final Total:	<u><u>\$2,027,143.30</u></u>

VII. Approval of Consent Agenda (continued)

3. Accounts Payable for the Period Ending May 31, 2026 and Travel Expenses of the Members of the Board of Trustees and of Employees as presented

010100	Education Fund	\$ 2,312,669.79
010109	Budget Stabilization Fund	10,542.84
010900	Payroll Clearing Fund	90,079.04
020100	Operations and Maintenance Fund	363,200.79
030100	Operations and Maintenance Restricted	87,839.25
030108	OMR Technology/Academic Sub-Fund	7,508.84
030203	Dickson Center Roof Glass Replacement	94,192.80
050503	Auto Resale	14,719.60
050620	Bookstore	150,011.00
050810	Internal Medical Insurance	756,975.02
050811	Retiree Medical Insurance	19,608.95
062101	Adult Education-State Basic	420.27
062118	Innovative Bridge Transitions	4,096.34
062123	PATH Grant	25,882.65
062130	Non-Credit Workforce	105,295.00
062610	Grow Your Own-Illinois (GYO)	23,082.66
063101	Adult Education-Federal Basic	35.87
063107	Perkins Postsecondary	12,791.64
063171	TRIO/Upward Bound East	16,310.84
063172	TRIO/Upward Bound West	9,465.43
063202	Waubonsee Works	905.20
063943	Advanced Technological Ed	816.83
063946	SBDC	3,457.00
064114	SBDC Other Sources	1,406.37
064127	NSF ATE Indirect	2,803.32
069103	IGA Adult and Dislocated Worker Train	1,953.13
100300	Trust and Agency	35,745.58
120100	Liability/Protection and Settlement	<u>5,753.72</u>
Final Total:		<u>\$4,157,569.77</u>

VII. Approval of Consent Agenda (continued)

4. Treasurer's Report for the Month of May 2026

The Treasurer's Report for the month of May 2026 was accepted by the board and placed on file.

5. Budget Summary Ending May 2026

Comparison of budget to actual for the eleven months ending May 31, 2026 was accepted by the board and placed on file.

6. Bids/Purchases:

a. Renewal of the Public Official Surety Bond for the College Treasurer

Renewal of the Public Official Surety Bond for the College Treasurer from Marsh USA LLC of Chicago, IL, in an amount not to exceed \$65,000 for the period of June 1, 2026 through June 1, 2027.

b. Purchase of Repairs for the Aurora Downtown Campus Rooftop

Purchase of repairs for the Aurora Downtown Campus rooftop from Weatherproofing Technologies, Inc. of Beachwood, OH, in the amount of \$164,631.

c. Replacement and Refinishing of the Erickson Hall Gym Floor

Replacement and refinishing of the Erickson Hall gym floor from Prostar Surfaces, Inc. of Milwaukee, WI, the lowest, most responsive, bidder in the amount of \$85,000.

d. Replacement of the Erickson Hall Boilers

Replacement of the Erickson Hall boilers from Cyril Regan Heating, LLC of Justice, IL, the lowest, most responsive, bidder in the amount of \$525,108.

e. Renewal of a One-Year Extension of the Electrical Services and Maintenance Agreement

Renewal of a one-year extension of the electrical services and maintenance agreement from Volt Electric, Inc. of Big Rock, IL, in the not to exceed amount of \$127,000 for the coverage period of July 1, 2026 through June 30, 2027.

f. Three-Year Purchase of the Coursedog Curriculum Management System

Three-year purchase of the Coursedog curriculum management system from Coursedog, Inc. of New York, NY, in an amount not to exceed \$400,000 for the period of July 1, 2026 through June 30, 2029.

g. Three-Year Renewal of the Managed Print Services Agreement

Three-year renewal of the Managed Print Services agreement from Marco Technologies of St. Cloud, MN, in an amount not to exceed \$1,400,000 for the period of August 1, 2026 through July 31, 2029.

h. Three-Year Renewal of the TOPdesk Information Technology Service Management Agreement

Three-year Renewal of the TOPdesk Information Technology service management agreement from TOPdesk USA, Inc. of Orlando, FL, in the amount of \$177,498 for the period of August 1, 2026 through July 31, 2029.

VII. Approval of Consent Agenda (continued)

- i. Two-Year Renewal of SirsiDynix Products and Services
Two-year renewal of SirsiDynix products and services from Sirsi Corporation d/b/a SirsiDynix Corporation of Lehi, UT, in the amount of \$106,799 for the period of July 1, 2026 through June 30, 2028.
- j. Renewal of a Partial Oracle Software Maintenance and Support Agreement
Renewal of a partial Oracle software maintenance and support agreement from Mythics Inc. of Virginia Beach, VA, in the amount of \$46,443 for the period of July 7, 2026 through February 27, 2027.
- k. Renewal of the Catalogic Software Data Protection Maintenance and Support Agreement
Renewal of the Catalogic Software Data Protection maintenance and support agreement from Catalogic Software Inc. of Paramus, NJ, in the amount of \$50,585 for the period of August 31, 2026 through August 30, 2027.
- l. Renewal of the Linux Professional Consulting Services Agreement
Renewal of the Linux professional consulting services agreement from The Written Word of Roselle, IL, in the amount of \$177,600 for the period of July 1, 2026 through June 30, 2027.
- m. Renewal of the Xerox iMonitor Monitoring and Network Operations Center Software
Renewal of the Xerox iMonitor monitoring and Network Operations Center software from Xerox of Oak Brook, IL, in the amount of \$57,624 for the period of September 1, 2026 through August 31, 2027.
- n. Renewal of the Telephone Network Temporary Technical Support and Consultation
Renewal of the telephone network temporary technical support and consultation from Steve Zahn of St. Charles, IL, in an amount not to exceed \$55,000 for the period of July 1, 2026 through December 31, 2026.
- o. Replacement Upgrade to Ad Astra Essential Scheduling Platform
Replacement upgrade to Ad Astra Essential Scheduling platform from Ad Astra Information Systems, LLC of Overland Park, KS, in the amount of \$50,010 for the period of August 1, 2026 through July 31, 2027.
- p. Three-Year Purchase of a Benefits Administration Services Agreement
Three-year purchase of a benefits administration services agreement from Winston Benefits, Inc. of Manasquan, NJ, in the amount of \$110,880 (\$36,960 annually) for the coverage period of July 1, 2026 through June 30, 2029.
- q. Renewal of Contracts for Temporary Staffing Services for FY2027
Renewal of the contracts for temporary staffing services in an amount not to exceed \$970,000 for the period of July 1, 2026 through June 30, 2027.

VII. Approval of Consent Agenda (continued)

D. Other

1. Authorization for Disposal of College Property – Equipment

Authorization for the Vice President of Finance and Administration to dispose of any single piece of property with an estimated value below \$10,000 for the period of July 1, 2026 through June 30, 2027.

2. Appointment of Other Board Policy Committee Members

Appointment of Dr. Brian Knetl, President; Dr. Toya Webb, Executive Vice President and Chief of Staff; and John Bryant, Vice President of Finance and Administration; to serve on the committee with current Policy Committee members: Trustees Rick Guzman, Daniel Jaquez, Stacey Ries, and Tina Willson, who serves as Chair of the Policy Committee.

VIII. Consent Agenda Items Removed for Individual Consideration

No Consent Agenda Items were removed for individual consideration.

IX. Other Reports

A. Naming Opportunity Update for Waubonsee's Baseball Field

Dr. Knetl shared a brief update, confirming that progress continues on the naming of Waubonsee's baseball field in honor of Bill Prince. While the donor wishes to remain anonymous, the amount of the donation has increased from the original discussions. It is anticipated that the final agreement will be presented for review and approval at the July or August Board meeting.

X. Adjournment

The board, on a motion by Mr. Guzman and seconded by Mr. Thomas, unanimously voted to adjourn the meeting at 8:38 p.m.



Daniel Jaquez, CISA, CDPSE, CRISC

~~2026-07-15 01:47 UTC~~

Secretary Pro Tempore

Secretary

Waubonsee Community College

Board of Trustees