

MINUTES
WAUBONSEE COMMUNITY COLLEGE
Board of Trustees
Regular Board Meeting

July 14, 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 6:02 p.m. on Tuesday, July 14, 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, Rebecca D. Oliver, Stacey Ries, Greg Thomas, and Tina Willson; board member absent: Daniela Alfano; staff members present: Dr. Brian Knetl, John Bryant, Clayton Muhammad, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Yesenia Cadena, Emma Donatille, Sharon Garcia, Jessica Gofforth, Dr. Rosianna Gray, Jami Hinshaw, Darrin Kader, Abbas AL Khafaji, Dan Larsen, Faith LaShure, Jessica Moreno, Franklin Ortega-Palaguachi, J. C. Paez, Dr. Scott Peska, Jessica Price, Sharon Rainbolt, Dr. Stacey Randall, Dr. Lisa Richardson, Patricia Saccone, Renee Skrabacz, Dr. Tamekia Smith, Jacqueline Stepherson, Ne'Keisha Stepney, and Dr. Sheela Vemu; Foundation Board President Edward Keating; and general counsel to the College present: Kevin Noll of Robbins Schwartz.

Following roll call, Board Vice Chair Patrick Kelsey announced that Rebecca Oliver submitted her notice of retirement as Board Chair, but will continue as a Trustee for the remainder of her term, which will expire in April 2027. Vice Chair Kelsey thanked her for her many years of service at the College. The first item on the agenda was the approval of the new Board of Trustees officers.

II. Waubonsee Community College Board of Trustees Officers

A. Approval of Board of Trustees Chair

The board, on a motion by Ms. Willson and seconded by Ms. Oliver, unanimously voted to select and approve Patrick Kelsey to serve as Chair of the Waubonsee Community College Board of Trustees, effective July 14, 2026, until the date of the College's reorganization meeting in April 2027, following the next Consolidated Election.

B. Approval of Board of Trustees Vice Chair

The board, on a motion by Mr. Guzman and seconded by Ms. Ries, unanimously voted to select and approve Greg Thomas to serve as Vice Chair of the Waubonsee Community College Board of Trustees, effective July 14, 2026, until the date of the College's reorganization meeting in April 2027, following the next Consolidated Election.

II. Waubonsee Community College Board of Trustees Officers (continued)

C. Appointment of Secretary Pro Tempore

Chair Kelsey appointed Daniel Jaquez to serve as Secretary Pro Tempore of the Waubonsee Community College Board of Trustees, effective July 14, 2026, until the date of the College's reorganization meeting in April 2027, following the next Consolidated Election.

III. Waubonsee Voices

A. Introduction of New Administrators

Dr. Anthony Ramos, Vice President of Talent and Culture and Chief Diversity Officer, introduced our new administrators: Yesenia Cadena, Director of Talent Acquisition and Human Resources Operations; Jessica Gofforth, Senior Director of Total Rewards; and Franklin Ortega-Palaguachi, Director of Equity, Belonging and Servingness.

IV. Public Comment

A. General Public Comment

No public comments were submitted.

V. Institutional Reports and Presentations

A. Vice Presidents' Reports

1. Vice President of Finance and Administration

a. Executive Summary of Financial Reports

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

b. Acceptance of the Tentative FY2027 College Budget

The board, on a motion by Ms. Willson and seconded by Mr. Guzman, unanimously accepted the tentative FY2027 college budget, as presented.

Mr. Bryant reported on the tentative FY2027 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. Faculty Council Update

Patricia Saccone, Professor of Health Information Technology and Faculty Council President, wanted to recognize an important step forward regarding faculty leadership, that includes Department Chairs and Program Coordinators. The faculty in these roles will begin their training and onboarding during the Fall 2026 semester, and be fully implemented by Fall 2027.

V. Institutional Reports and Presentations (continued)

D. Board of Trustees Report

1. Policy Committee Update

Dr. Brian Knetl reported on the Policy Committee meeting held on July 8, 2026. The committee continued to focus on reviewing the Board of Trustees section from the Board Policy Manual, and plan to share an updated version with the full Board at the August meeting for their review and additional discussion.

E. President's Report

Dr. Knetl reported on the Dunham Foundation Board Meeting and a panel discussion on workforce development, that were held in the TEC earlier in the day. Dr. Knetl recognized several students who were featured on Fox 32 or ABC7 News for earning prestigious scholarships: a Southern Illinois University Provost Scholarship; Be a Technician Scholarship through the National Hot Rod Association, and a Grow Your Own grant from the Illinois Community College Board which provided scholarships to each of the program's 15 participants, including Ben Swanson, who was also named a national champion at the SkillsUSA Conference. Dr. Knetl highlighted several events: the Adult and Workforce Education Graduation Ceremony, the Alumni Night at Blackberry Farm, the Aurora Regional Economic Alliance Legislative Luncheon, and Waubonsee's Juneteenth panel discussion. He also recognized Dr. Sheela Vemu, Associate Professor of Biology, for all her great work in building STEM training pathways. Dr. Knetl concluded his report by sharing a new recruitment commercial that aired during the FIFA World Cup coverage on ESPN (and other networks). For more announcements and details on Dr. Knetl's activity, his monthly [President's Report](#) can be viewed on the college website.

VI. Executive Session

The board, on a motion by Mr. Jaquez and seconded by Mr. Guzman, unanimously voted to adjourn to executive session at 7:03 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.

VII. Reconvene to Open Session

The board reconvened in open session at 8:42 p.m. Roll call found the following board members present: Rick Guzman, Daniel Jaquez, Patrick Kelsey, Rebecca D. Oliver, Stacey Ries, Greg Thomas, and Tina Willson; board member absent: Daniela Alfano; staff members present: Dr. Brian Knetl, John Bryant, Clayton Muhammad, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Abbas AL Khafaji, and J. C. Paez; and general counsel to the College present: Kevin Noll of Robbins Schwartz.

VIII. 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. June 17, 2026 Board Meeting Minutes
2. June 17, 2026 Executive Session Meeting Minutes

B. Personnel Reports

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

Administrators

<u>Candidate</u>	<u>Position</u>	<u>Salary</u>	<u>Type</u>	<u>Hire Date</u>
Dr. Akaki Luhahi	Director of Nursing	\$115,000	New Hire	07/20/2026

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>
Molly Haupt	Student Accounts and Cashier Associate	\$21.00/hr.	New Hire	07/13/2026
Heather Martin	Adult Education Manager	\$96,000	New Hire	07/13/2026
Alex Pedersen	Academic and Career Advisor	\$27.50/hr.	New Hire	07/27/2026

Part-Time and Temporary

<u>Candidate</u>	<u>Position</u>	<u>Hours/wk.</u>	<u>Rate</u>	<u>Stipend</u>	<u>Hire Date</u>
Elizabeth (Lizzie) Doucette	Student Worker Adult Education Waubensee Works	25 hrs./wk.	\$17.00/hr.	N/A	06/15/2026
James Lynch	Assistant Men's Soccer Coach		\$6,083	Coach	06/29/2026
Aaron Ralls	Campus Safety Officer	25 hrs./wk.	\$24.68/hr.	N/A	07/07/2026
Alex York	Student Worker Public Safety	25 hrs./wk.	\$16.05/hr.	N/A	07/07/2026

3. Separations – including Resignations and Retirements

<u>Employee</u>	<u>Position</u>	<u>Separation Date</u>	<u>Type</u>	<u>Years of Service</u>
Annette Alvarado	Librarian	07/01/2026	Resignation	1 year, 6 months
Lynn Campbell	Lead Custodian 2nd Shift Sugar Grove	06/30/2026	Retirement	8 years, 7 months
Frank Lass	Senior Database Administrator	06/30/2026	Retirement	5 years, 10 months
Rachael Plasch	Academic and Career Advisor	06/18/2026	Resignation	2 years, 2 months
Stephanie Wennmacher	Executive Director of Marketing and Communications	07/10/2026	Resignation	25 years, 1 month

VIII. Approval of Consent Agenda (continued)

C. Financial Reports

1. Payroll Report for Pay Number 11

010100	Education Fund	\$1,681,741.32
010109	Budget Stabilization Fund	7,945.69
020100	Operations and Maintenance Fund	163,513.53
050620	Bookstore	32,415.47
062101	Adult Education-State Basic	8,385.88
062102	Adult Education-Performance	6,584.64
062123	PATH Grant	1,453.44
063101	Adult Education-Federal Basic	4,398.44
063107	Perkins Postsecondary	7,355.75
063132	Federal Work Study	948.55
063171	TRIO/Upward Bound East	7,571.07
063172	TRIO/Upward Bound West	7,471.72
063202	Waubonsee Works	7,150.12
063946	SBDC	7,807.84
069103	IGA Adult and Dislocated Worker Train	1,170.00
120100	Liability/Protection and Settlement	<u>68,082.57</u>
Final Total:		<u>\$2,013,996.03</u>

VIII. Approval of Consent Agenda (continued)

2. Payroll Report for Pay Number 12

010100	Education Fund	\$1,827,638.37
010109	Budget Stabilization Fund	7,179.85
020100	Operations and Maintenance Fund	149,757.57
050620	Bookstore	29,307.75
062101	Adult Education-State Basic	7,331.33
062102	Adult Education-Performance	6,035.92
062123	PATH Grant	1,332.32
063101	Adult Education-Federal Basic	4,004.82
063107	Perkins Postsecondary	7,983.85
063132	Federal Work Study	1,018.53
063171	TRIO/Upward Bound East	9,209.50
063172	TRIO/Upward Bound West	9,493.52
063202	Waubonsee Works	6,819.02
063946	SBDC	7,627.84
069103	IGA Adult and Dislocated Worker Train	1,110.00
120100	Liability/Protection and Settlement	<u>61,395.19</u>
Final Total:		<u>\$2,137,245.30</u>

VIII. Approval of Consent Agenda (continued)

3. Accounts Payable for the Period Ending June 30, 2026 and Travel Expenses of the Members of the Board of Trustees and of Employees as presented

010100	Education Fund	\$	1,372,717.89
010109	Budget Stabilization Fund		18,971.33
010900	Payroll Clearing Fund		84,702.83
020100	Operations and Maintenance Fund		473,983.20
030100	Operations and Maintenance Restricted		51,950.25
030201	Technical Education Center (TEC)		149,078.95
030207	Restore/Renovate Tennis Courts		37,310.40
030214	DKN Board Room Remodel		32,189.79
040100	Bond and Interest Fund		1,687,059.38
050503	Auto Resale		528.84
050620	Bookstore		56,571.36
050810	Internal Medical Insurance		797,572.21
050811	Retiree Medical Insurance		4,151.69
062101	Adult Education-State Basic		646.32
062102	Adult Education-Performance		582.94
062118	Innovative Bridge Transitions		1,213.25
062123	PATH Grant		6,321.22
062610	Grow Your Own Illinois (GYO)		10,896.18
063101	Adult Education-Federal Basic		5,320.00
063107	Perkins Postsecondary		16,353.89
063171	TRIO/Upward Bound East		15,464.01
063172	TRIO/Upward Bound West		16,790.55
063202	Waubonsee Works		916.00
063938	NIU Noyce Science		132.14
063946	SBDC		1,000.00
064114	SBDC Other Sources		3,253.45
064127	NSF ATE Indirect		1,253.60
069103	IGA Adult and Dislocated Worker Train		876.44
100300	Trust and Agency		14,063.96
120100	Liability/Protection and Settlement		<u>49,588.27</u>
Final Total:			<u>\$4,911,460.34</u>

VIII. Approval of Consent Agenda (continued)

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

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

5. Budget Summary Ending June 2026

Comparison of budget to actual for the twelve months ending June 30, 2026 was accepted by the board and placed on file.

6. Bids/Purchases:

a. Renewal of the Illinois Community College Risk Management Consortium Insurance for FY2027

Renewal of the Illinois Community College Risk Management Consortium insurance coverage in the amount of \$1,048,937 for the period of July 1, 2026 through June 30, 2027.

b. Replacement of Controls and Labor for the Rooftop Units for Building A

Replacement of controls and labor for the rooftop units for Building A from Trane US, Inc. of Willowbrook, IL, in the amount of \$209,563.

c. Renewal of the Microsoft Enrollment for Education Solutions

Renewal of the Microsoft Enrollment for Education Solutions from CDW Government LLC of Vernon Hills, IL, in the amount of \$206,781 for the period of August 31, 2026 through September 1, 2027.

d. Renewal of a Lobbyist Consulting Services Agreement

Renewal of the agreement for Lobbyist Consulting Services with McGuireWoods Consulting LLC of Chicago, IL, on a month-to-month basis in an amount not to exceed \$90,000 for the period of July 10, 2026, through July 9, 2027.

D. Other

1. Submission of the FY2028 Resource Allocation Management Program (RAMP) Application

Submission of the FY2028 Resource Allocation Management Program application to the Illinois Community College Board.

2. Emergency Succession Plan

Emergency Succession Plan effective July 1, 2026.

IX. Consent Agenda Items Removed for Individual Consideration

No Consent Agenda Items were removed for individual consideration.

X. Adjournment

The board, on a motion by Mr. Guzman and seconded by Mr. Thomas, unanimously voted to adjourn the meeting at 8:43 p.m.



Daniel Jaquez, CISA, CDPSE, CRISC
2026-08-20 01:56 UTC

Secretary Pro Tempore
Waubonsee Community College
Board of Trustees