

MINUTES
WAUBONSEE COMMUNITY COLLEGE
Board of Trustees
Regular Board Meeting

August 19, 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 6:06 p.m. on Wednesday, August 19, 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, Daniel Jaquez, Patrick Kelsey, Rebecca D. Oliver, Stacey Ries, Greg Thomas, and Tina Willson; staff members present: Dr. Brian Knetl, John Bryant, Dr. Kimberly Chavis, Clayton Muhammad, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Spencer Brayton, Oscar Cen, Robert Cofield, Marc Dale, Emma Donatille, Meghan Edmonson, Laura Elliott, Shannon Flavin Cox, Dr. Robert Galuski, Sharon Garcia, Dr. Rosianna Gray, Mary Greenwood, Dr. Emily Heller, Dr. Marjorie Hildebrand, Megan Jones, Darrin Kader, Abbas AL Khafaji, Dan Larsen, Faith LaShure, Erik Leal, Dr. Akaki Luhahi, Shellee McCullum, Jessica Moreno, J. C. Paez, Dr. Scott Peska, Dr. Stacey Randall, Dr. Lisa Richardson, Edith Rojas, Emily Rollins, Holly Schmidt, Dr. Chassie Sherretz, Renee Skrabacz, Dr. Tamekia Smith, Jacqueline Stepherson, Ne'Keisha Stepney, Aaron Stevens, and Dana Wagner; Foundation Board President Edward Keating; featured student: Faith Essenburg; guest presenter: Grant De Roo; and general counsel to the College: Kenneth Florey of Robbins Schwartz.

Following roll call, Board Chair Patrick Kelsey recognized the upcoming 60th anniversary of Waubonsee Community College, noting that the first Board of Trustees meeting was held nearly 60 years ago on August 22, 1966. He also reflected on the College's history and continued mission, and announced the launch of the Waubonsee's year-long 60th anniversary celebration.

II. Waubonsee Voices

A. Student Voices

Dr. Toya Webb, Executive Vice President and Chief of Staff, introduced Waubonsee student, Faith Essenburg. Faith shared an inspiring and moving story about her background and journey, reflecting on where she started in the Adult Education program and the many positive experiences she has had as a Waubonsee student. She also spoke about all the support she received from faculty and staff, and expressed her appreciation to the college. Faith's proposal advocating for a food pantry for students was instrumental in the launch of The GROVE Food Pantry.

II. Waubonsee Voices (continued)

B. Recognition of Award Recipients

1. 2026 Staff Awards for Excellence

Laura Elliott, Labor and Employee Relations Manager, introduced Staff Advisory Committee member, Edith Rojas, Workforce Education Coordinator, who recognized the 2026 Staff Award for Excellence recipients: Service & Quality award - Dr. Robert Galuski, Learning Resource Center Manager; Innovation & Creativity award - Meghan Edmonson, Graphic Design Coordinator; and Diversity & Inclusion award - Emily Rollins, Community Engagement Manager.

2. 2026 Outstanding Full-Time Faculty Member Award

Dr. Kimberly Chavis, Provost and Vice President of Teaching, Learning, and Student Success, recognized the 2026 Outstanding Full-Time Faculty Member Award recipient: Dr. Emily Heller, Associate Professor of Kinesiology and Health Education.

3. 2026 Outstanding Adjunct Faculty Member Award

Dr. Chavis recognized the 2026 Outstanding Adjunct Faculty Member Award recipient: Holly Schmidt, Adjunct Faculty in Arts and Humanities.

4. 2026 Dr. Christine J. Sobek Outstanding Administrator Award

Dr. Brian Knetl recognized the 2026 Dr. Christine J. Sobek Outstanding Administrator Award recipient: Dr. Stacey Randall, Executive Director of Institutional Effectiveness, Innovation, and Planning.

C. Introduction of New Administrator

Dr. Chavis introduced our new administrator: Dr. Akaki Luhahi, Director of Nursing.

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 a brief executive summary and highlights of the financial reports. He also confirmed that a public hearing on the FY2027 budget will be held at the September 16 Board Meeting, followed by a presentation, then adoption of the final FY2027 college budget.

IV. Institutional Reports and Presentations (continued)

b. Emergency Management Program Overview

Aaron Stevens, Director of Emergency Management, provided an overview of the Emergency Management Program's accomplishments during the past year and outlined key initiatives planned for the future.

2. Executive Vice President and Chief of Staff

a. Brand Perception Research Presentation

Dr. Toya Webb introduced Grant De Roo, Founder and Principal of ADV Market Research & Consulting, who presented the results of the comprehensive brand perception study conducted in June 2026. Mr. De Roo highlighted three key themes and noted that his next step is to develop actionable recommendations based on the findings.

3. Vice President of Talent and Culture and Chief Diversity Officer

a. Ratification of the Collective Bargaining Agreement Between the Board of Trustees of Waubonsee Community College District #516 and Waubonsee Community College Adjunct Faculty Association – Credit

The board, on a motion by Mr. Guzman and seconded by Ms. Ries, unanimously approved the ratification of the Collective Bargaining Agreement between the Board of Trustees of Waubonsee Community College District #516 and Waubonsee Community College Adjunct Faculty Association – Credit, for the period of August 16, 2026 through August 15, 2029.

B. Faculty Council Update

No report this month.

C. Student Trustee Report

Daniela Alfano provided an update on student feedback and key concerns, including campus safety, preferred names, community spaces, The GROVE, and the PASOS program. She also shared that ongoing engagement with campus leaders and departments, participation in training and support programs, and involvement in student-centered initiatives have strengthened communication, increased student engagement, and helped build momentum for the new academic year.

D. Other Report

1. Approval of Naming Rights for Waubonsee's Baseball Field

The board, on a motion by Ms. Oliver and seconded by Mr. Jaquez, unanimously approved the naming of the baseball field at the Sugar Grove Campus to Bill Prince Field, in accordance with the terms of the July 2026 gift agreement with the Waubonsee Community College Foundation.

IV. Institutional Reports and Presentations (continued)

Emma Donatille, Executive Director of Development and of the Waubonsee Foundation, shared an update with the Board as a follow-up from the December 2025 Board meeting. At that time, the initial anticipated gift related to the naming of the baseball field was expected to be at least \$100,000. She was pleased to report that, since then, the anonymous donor has committed \$700,000 to support improvements to the baseball facility and the naming of the field as “Bill Prince Field.” Ms. Donatille shared that Bill Prince started at Waubonsee in 1967 as its first Athletics Director and retired in 1993. He played a foundational role in establishing and growing Waubonsee’s athletic program. The donor chose to support the baseball program and our student-athletes because baseball was Bill’s first passion. Naming the field in his honor would recognize his lasting contributions to the College. Ms. Donatille also recognized Bill’s family who were in attendance at the meeting.

E. President’s Report

Dr. Brian Knetl highlighted the excitement that the start of a semester always brings, including Faculty Development Day and his All-College Address, that primarily focused on RISE updates and a follow-up of some predictions from his January meeting. Dr. Knetl also reported on a couple recent events: the Community Connection workshop held at Plano City Hall with special guest, Senator Sue Rezin; and the opening of The GROVE, which was featured on CBS2 News Chicago (and other networks). Other event updates he shared included: the PASOS Program recognition ceremony, Waubonsee night at the Kane County Cougars, and Shakespeare in the Park. Dr. Knetl announced that the college will be launching a new series this fall, RISE on the Road. He concluded his report with the dates for a few upcoming events: Waubonsee’s 60th Anniversary Celebration on August 22; The GROVE Ribbon Cutting Ceremony on September 9; and the Foundation Golf Outing on September 28. For more announcements and details on Dr. Knetl’s activity, his monthly [President’s Report](#) can be viewed on the college website.

V. Approval of Consent Agenda

The board, on a motion by Ms. Ries and seconded by Mr. Jaquez, unanimously approved the Consent Agenda that contains the following items – Meeting Minutes, Personnel Reports, Financial Reports, and Other.

A. Meeting Minutes

1. July 14, 2026 Board Meeting Minutes
2. July 14, 2026 Executive Session Meeting Minutes
3. Semi-Annual Review of Executive Session Meeting Minutes

Approved the opening of the executive session meeting minutes through June 30, 2026, with the exception of sections regarding personnel items, litigation, collective negotiating matters, and safety and security procedures, as presented.

V. Approval of Consent Agenda (continued)

B. Personnel Reports

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

Administrators

<u>Candidate</u>	<u>Position</u>	<u>Salary</u>	<u>Type</u>	<u>Hire Date</u>
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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>
Geoffrey (Geoff) Cain	Media Services Coordinator	\$86,000	New Hire	07/27/2026
Alphonso Hankerson	Custodian 2nd Shift - Sugar Grove	\$21.25/hr.	PT-FT	07/19/2026
David Westlake	General Maintenance Mechanic	\$26.50/hr.	New Hire	08/31/2026

Part-Time and Temporary

<u>Candidate</u>	<u>Position</u>	<u>Hours/wk.</u>	<u>Rate</u>	<u>Stipend</u>	<u>Hire Date</u>
* Alex Di Paolo	Federal Work Study	25 hrs./wk.	\$15.55/hr.	N/A	08/17/2026
* Arianna Duron	Federal Work Study	25 hrs./wk.	\$16.05/hr.	N/A	08/10/2026
Rebeca Flores	Information Technology Computer	25 hrs./wk.	\$20.75/hr.	N/A	08/10/2026
Briseno	Lab Assistant Extension Campuses				
* Esmeralda Gonzalez	Federal Work Study	25 hrs./wk.	\$15.55/hr.	N/A	07/20/2026
Jesse Laseman	Assistant Cross Country Coach		\$3,650	Coach	08/10/2026
* Sawyer Martin	Federal Work Study	25 hrs./wk.	\$15.55/hr.	N/A	07/27/2026
* Josselyn Munoz	Federal Work Study	25 hrs./wk.	\$15.55/hr.	N/A	08/11/2026
* Toby Shuman	Federal Work Study	25 hrs./wk.	\$15.55/hr.	N/A	08/17/2026
* Soratha Soratha	Federal Work Study	25 hrs./wk.	\$15.55/hr.	N/A	07/27/2026
Thero					
* Jacqueline	Federal Work Study	25 hrs./wk.	\$16.05/hr.	N/A	08/10/2026
Stinnette					
* Rogelio Vargas	Student Worker Public Safety	25 hrs./wk.	\$16.05/hr.	N/A	07/21/2026

* Pay rates will change upon Board approval of the updated FY2027 non-classified part-time rates

3. Separations – including Resignations and Retirements

<u>Employee</u>	<u>Position</u>	<u>Separation Date</u>	<u>Type</u>	<u>Years of Service</u>
Mary Baccheschi	Executive Administrative Coordinator to the President/ Clerk of the Board	12/01/2026	Retirement	13 years, 4 months
Angelica Delgado	Human Resources Coordinator	07/31/2026	Resignation	3 years, 9 months
Rebecca Goode	Library Services Coordinator	08/07/2026	Resignation	2 years, 7 months
Jason Hartman	Campus Safety and Operations Project Coordinator	07/14/2026	Resignation	1 year, 4 months
Orlando Lopez	Media Services Technology Specialist	08/06/2026	Resignation	5 years, 1 month
Silvia Martinez	Custodian 2nd Shift - Sugar Grove	07/20/2026	Resignation	2 years, 9 months
Junco				
Theresa Scott	Student Accounts and Cashier Associate	10/16/2026	Retirement	18 years, 2 months

4. Correction for Salary Increases for Employees Not on the Classification Pay Schedule

V. Approval of Consent Agenda (continued)

C. Financial Reports

1. Payroll Report for Pay Number 13

010100	Education Fund	\$1,846,008.99
010109	Budget Stabilization Fund	68.10
020100	Operations and Maintenance Fund	149,453.03
050620	Bookstore	31,369.22
062101	Adult Education-State Basic	9,066.92
062102	Adult Education-Performance	5,724.16
062123	PATH Grant	1,346.84
063101	Adult Education-Federal Basic	4,255.60
063107	Perkins Postsecondary	7,632.86
063132	Federal Work Study	855.26
063171	TRIO/Upward Bound East	8,652.98
063172	TRIO/Upward Bound West	8,909.93
063202	Waubonsee Works	4,871.08
063235	Waubonsee Works-Adult	2,338.52
063943	Advanced Technological Ed	27,917.00
063946	SBDC	7,888.55
064128	Spark Force Summer Camp	976.04
120100	Liability/Protection and Settlement	<u>62,017.30</u>

Final Total: \$2,179,352.37

V. Approval of Consent Agenda (continued)

2. Payroll Report for Pay Number 14

010100	Education Fund	\$1,760,251.00
020100	Operations and Maintenance Fund	138,326.91
050620	Bookstore	28,673.65
062101	Adult Education-State Basic	7,080.20
062102	Adult Education-Performance	4,448.00
063101	Adult Education-Federal Basic	5,471.24
063107	Perkins Postsecondary	7,718.51
063132	Federal Work Study	909.68
063171	TRIO/Upward Bound East	7,989.99
063172	TRIO/Upward Bound West	8,079.99
063202	Waubonsee Works	5,040.38
063235	Waubonsee Works-Adult	3,732.68
063946	SBDC	7,938.15
064128	Spark Force Summer Camp	244.01
120100	Liability/Protection and Settlement	<u>60,135.88</u>
	Final Total:	<u>\$2,046,040.27</u>

V. Approval of Consent Agenda (continued)

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

010100	Education Fund	\$1,796,996.83
010109	Budget Stabilization Fund	13,942.02
010900	Payroll Clearing Fund	79,719.94
020100	Operations and Maintenance Fund	488,757.10
030108	OMR Technology/Academic Sub-Fund	154,748.00
030201	Technical Education Center (TEC)	44,898.20
030207	Restore/Renovate Tennis Courts	311.76
030211	All Campus Fire Alarm Upgrades	72,240.96
030302	SG Erickson Boiler Replacement	41,800.00
040100	Bond and Interest Fund	300.00
050620	Bookstore	407,117.31
050810	Internal Medical Insurance	910,389.08
050811	Retiree Medical Insurance	2,899.74
062101	Adult Education-State Basic	182.92
062123	PATH Grant FY25	1,792.00
062129	Scaling and Assessing DERA	3,335.00
062140	Common App IGA	9,500.00
062610	Grow Your Own Illinois (GYO)	5,077.58
063107	Perkins Postsecondary	23,305.47
063171	TRIO/Upward Bound East	12,940.31
063172	TRIO/Upward Bound West	1,376.35
063202	Waubonsee Works	52.93
063938	NIU Noyce Science	1,800.00
063943	Advanced Technological Ed	1,006.83
063946	SBDC	12,215.00
064114	SBDC Other Sources	705.40
064128	Spark Force Summer Camp	750.00
069103	IGA Adult and Dislocated Worker Train	1,080.00
100300	Trust and Agency	6,021.42
120100	Liability/Protection and Settlement	<u>1,143,796.28</u>
Final Total:		<u>\$5,239,058.43</u>

V. Approval of Consent Agenda (continued)

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

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

5. Bids/Purchases:

a. Purchase of a Campus Works Services Agreement

Purchase of a Campus Works services agreement from Campus Works, LLC of Sarasota, FL, in the not to exceed amount of \$250,000 for the period of August 24, 2026 through February 23, 2027.

b. Replacement of Wireless Access Points and Controllers

Replacement of wireless access points and controllers from Xerox IT Solutions of Chicago, IL, in the amount of \$154,970 for the period of October 1, 2026 through September 30, 2027.

c. Additional Funding for the Existing Professional Civil Engineering Services Agreement

Additional funding for the existing professional civil engineering services agreement with David Mason and Associates of Chicago, IL, increasing the authorized annual amount from \$100,000 to \$200,000 for the remainder of the contract period ending December 31, 2026.

d. Renewal of Salesforce Licenses

Renewal of Salesforce licenses from Salesforce, Inc. of San Francisco, CA, in the amount of \$25,500 for the period of September 25, 2026 through September 24, 2027.

e. Renewal of the Food Services Agreement for the Sugar Grove Campus Café

Renewal of the food services agreement for the Waubonsee Café at the Sugar Grove Campus from Paisano's Pizza & Grill SG Company of Elburn, IL, in the not to exceed amount of \$40,000 for the period of August 2026 through May 2027.

f. Renewal of the Food Services Agreement for the Aurora Downtown Campus Café

Renewal of the food services agreement for the Aurora Downtown Café from Endiro Coffee LLC of Aurora, IL, in the not to exceed amount of \$20,000 for the period of August 2026 through May 2027.

D. Other

1. Appointment of Local Election Official for the April 2027 Board of Trustees Consolidated Election

Appointment of John Bryant, Vice President of Finance and Administration, to serve as the College's Local Election Official for the April 6, 2027 consolidated election.

VI. Consent Agenda Items Removed for Individual Consideration

No Consent Agenda Items were removed for individual consideration.

VII. Executive Session

The board, on a motion by Mr. Jaquez and seconded by Mr. Guzman, unanimously voted to adjourn to executive session at 7:43 p.m. in accordance with Section 2a of the Open Meetings Act where the board discussed items covered under the following exception: the hiring, discipline, performance, and compensation of personnel.

VIII. Reconvene to Open Session

The board reconvened in open session at 8:45 p.m. Roll call found the following board members present: Daniela Alfano, Rick Guzman, Daniel Jaquez, Patrick Kelsey, Rebecca D. Oliver, Stacey Ries, Greg Thomas, and Tina Willson; staff members present: Dr. Brian Knetl and Mary Baccheschi.

IX. Adjournment

The board, on a motion by Mr. Jaquez and seconded by Mr. Guzman, unanimously voted to adjourn the meeting at 8:46 p.m.



Daniel Jaquez, CISA, CDPSE, CRISC
2026-09-17 02:40 UTC

Daniel Jaquez, CISA, CDPSE, CRISC
Secretary Pro Tempore
Waubonsee Community College
Board of Trustees