MINUTES
WAUBONSEE COMMUNITY COLLEGE
Board of Trustees
Regular Board Meeting

October 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 6:00 p.m. on Wednesday, October 14, 2026, at the Aurora Downtown Campus, 18 S. River Street, Room 160, Aurora, IL.

Roll call found the following board members present: Daniela Alfano, Rick Guzman, Daniel Jaquez, Patrick Kelsey, Stacey Ries, Greg Thomas, and Tina Willson; board member absent: Rebecca D. Oliver; staff members present: Dr. Brian Knetl, John Bryant, Clayton Muhammad, Dr. Anthony Ramos, Dr. Toya Webb, Mary Baccheschi, Timothy Betustak, Marc Dale, Emma Donatille, Sharon Garcia, Mary Greenwood, Jessica Guglielmi, Leroy Guice, Jami Hinshaw, Darrin Kader, Abbas AL Khafaji, Dan Larsen, Faith LaShure, Erik Leal, Dr. Jeanine McMillen, Jessica Moreno, J. C. Paez, Dr. Scott Peska, Dr. Stacey Randall, Dr. Lisa Richardson, Renee Skrabacz, Dr. Tamekia Smith, Jacqueline Stepherson, Ne'Keisha Stepney, and Aaron Stevens; featured students: Student Senate members Angela Bolanos Carbajal, Daniel Cadena, Evelia Gil, Aaron Klemm, Lauren Larsen, Tristan Oakstone, Kaiden Schimandle, Juan Sosa, and Bianka Valdez; and general counsel to the College: Kenneth Florey of Robbins Schwartz.

II. Waubonsee Voices

A. Student Voices

1. 2026-2027 Student Government Leaders

   Dr. Scott Peska, Assistant Provost of Academic and Student Success, provided information regarding the Student Senate elections and some of the Student Senate's current projects and events, then introduced our 2026-2027 Student Government Leaders. Each of the senators in attendance shared brief remarks and a fun fact about themselves.

B. Introduction of New Administrators

1. Dr. Peska introduced Timothy Betustak, in his new role as Director of Athletics.

2. John Bryant, Vice President of Finance and Administration, introduced Leroy Guice, Interim Chief Information Officer.

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 commented that the Annual Comprehensive Financial Report (audit) will be presented at the November Board meeting.

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

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

b. Approval of Award for Bid Package for the Bookstore/Foodservice Relocation Project

The board, on a motion by Mr. Guzman and seconded by Mr. Thomas, unanimously approved the award for the bid package for the Bookstore/Foodservice Relocation Project, as presented.

2. Executive Vice President and Chief of Staff

a. Higher Learning Commission Comprehensive Accreditation Visit Update

Dr. Stacey Randall, Executive Director of Institutional Effectiveness, Innovation, and Planning, shared an update regarding the Higher Learning Commission's comprehensive evaluation for reaffirmation of accreditation, that will mark the end of the 10-year cycle of Waubonsee's accreditation journey. The visit is scheduled for November 9-11, 2026, and Board members were invited to meet and engage with the Peer Review Team during a lunch on November 9.

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

a. Insurance Update

Dr. Anthony Ramos provided an update on the medical and dental insurance renewal recommendations that were included on the Consent Agenda for Board approval. He indicated that for 2027, there will be no plan changes, rates will reflect a 16% increase from the 2026 rates, and open enrollment will begin in November. A Health Insurance Committee will be engaged to review and prepare recommendations for the 2028 renewals.

B. Faculty Council Update

There was no report this month.

IV. **Institutional Reports and Presentations** (continued)

C. Student Trustee Report

Daniela Alfano reported that October focused on student engagement, community building, and ongoing discussions and concerns regarding the planned relocation of the Bookstore to the Student Center, and the future Bookstore/Café space. She commented that student feedback on the proposed changes in the Student Center will be gathered, then shared at the next Board meeting to help inform future planning decisions.

D. Board of Trustees Report

1. Board Policy Committee Update

Dr. Brian Knetl was pleased to report that the Policy Committee completed its review of Board Policy Manual Section 1.000.00 – Board of Trustees, and recommended the revised section for adoption by the Board. The committee plans to continue the process of reviewing and revising the remaining sections in the current policy manual.

a. Adoption of Revised Board Policy Manual Section 1.000.00 – Board of Trustees

The board, on a motion by Ms. Ries and seconded by Mr. Guzman, unanimously adopted the revised Board Policy Manual Section 1.000.00 – Board of Trustees, as presented.

E. President's Report

Dr. Knetl highlighted a new nursing transfer partnership with Northern Illinois University (featured on CBS2 News Chicago); the Foundation's Annual Golf Outing that raised more than $100,00 for Waubonsee Foundation scholarships; CASA Kane County's Dancing with the Local Stars event, where he took the stage joining 10 other local stars, raising over $65,000 to support CASA's work; and a record setting College Night at Waubonsee with nearly 1,000 guests and representatives from more than 100 colleges and universities. He also commented on other events and activities including: Aurora Alderman Michael Saville's Ward 6 meeting; the NCMPR District 3 Conference; the Illinois Council of Community College Presidents Retreat; and Waubonsee's inaugural Staff Development Day. Upcoming events include: the Life Raft Debate on October 15; the Retirement and Service Awards Ceremony on October 16; Scholarship Fest Brunch on October 30; the NASAD Institutional Accreditation Site Visit on October 26-27; and Bike the Burbs on November 7. This month's Talking Points document was also shared. For more announcements and details on Dr. Knetl's activity, his monthly President's Report can be viewed on the college website.

V. **Personnel Reports**

A. Approval of the College President's Extended Employment Agreement

The board, on a motion by Mr. Jaquez and seconded by Mr. Thomas, unanimously approved the extended employment agreement through August 31, 2029, between Dr. Brian Knetl and the Waubonsee Community College Board of Trustees, as set forth in the contract terms posted and presented.

VI. Executive Session

The board, on a motion by Mr. Jaquez and seconded by Mr. Guzman, unanimously voted to adjourn to executive session at 7:48 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 7:52 p.m. Roll call found the following board members present: Daniela Alfano, Rick Guzman, Daniel Jaquez, Patrick Kelsey, Stacey Ries, Greg Thomas, and Tina Willson; board member absent: Rebecca D. Oliver; and staff members present: Dr. Brian Knetl, Mary Baccheschi, Jessica Guglielmi, Abbas AL Khafaji, J. C. Paez, and Jacqueline Stepherson.

VIII. 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. September 16, 2026 Board Meeting Minutes
2. September 16, 2026 Board Meeting Executive Session Meeting Minutes

B. Personnel Reports

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

Faculty

Candidate	Position	Salary	Type	Hire Date
Brandon Robinson	Instructor of Welding Technology	$79,358 Column I, Step 8	New Hire	09/21/2026

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

Full-Time

Candidate	Position	Salary	Type	Hire Date
Abbas AL Khafaji	Senior Computer Service Specialist	$26.52/hr.	Promotion	10/05/2026
Melissa Corral Quinones	Academic and Career Advisor	$27.75/hr.	New Hire	10/05/2026
Sophia DeChaud	Campus Safety and Projects Administrative Assistant	$22.10/hr.	Temporary Increase to FT Hours	09/19/2026
Joe Hawkins	Senior Database Administrator	$107,000	Promotion	10/04/2026
Vanessa Kirchner	Academic and Career Advisor	$26.75/hr.	New Hire	10/19/2026
Alec Muschong	Academic and Career Advisor	$29.75/hr.	Transfer	10/05/2026
Myrna Nunez	Senior Administrative Coordinator to the Vice President of Community Engagement and External Affairs	$34.01/hr.	Promotion	10/19/2026
Heidi Saltijeral	Human Resources Coordinator	$27.85/hr.	Transfer	10/19/2026
Daisy Sanchez	Admissions Special Populations Coordinator	$28.10/hr.	Promotion	10/19/2026

VIII. **Approval of Consent Agenda** (continued)

Part-Time and Temporary

Candidate	Position	Hours/wk.	Rate	Stipend	Hire Date
Cassandra Fiore	Student Accounts and Cashier Associate	25 hrs./wk.	$21.00/hr.	N/A	10/12/2026
Alex Flores	Student Worker Mathematics and Science	25 hrs./wk.	$15.55/hr.	N/A	09/14/2026
Oscar Garcia	Federal Work Study	25 hrs./wk.	$16.17/hr.	N/A	09/21/2026
Haroon Jan	Student Worker Community Engagement	25 hrs./wk.	$15.55/hr.	N/A	09/14/2026
Tom Larson	Federal Work Study	25 hrs./wk.	$16.17/hr.	N/A	09/21/2026
Evan McAdams	Student Worker Peer Finance Educator	25 hrs./wk.	$16.17/hr.	N/A	09/21/2026
Greg Morten	Federal Work Study	25 hrs./wk.	$16.17/hr.	N/A	09/29/2026
Jason Pierce	Peer Tutor Academic Support	25 hrs./wk.	$16.69 hr.	N/A	09/14/2026
Adam Zuccarell	Federal Work Study	25 hrs./wk.	$16.17 hr.	N/A	09/23/2026

3. Separations – including a Retirement and Resignation

Employee	Position	Separation Date	Type	Years of Service
Randall Hines	Associate Professor of Computer Aided Design and Drafting	12/31/2026	Retirement	13 years, 4 months
John McGarry	Campus Operations Purchasing and Receiving Supervisor	10/02/2026	Resignation	2 years, 1 month

VIII. **Approval of Consent Agenda** (continued)

C. Financial Reports

1. Payroll Report for Pay Number 17

010100	Education Fund	$1,927,666.14
020100	Operations and Maintenance Fund	165,203.19
050620	Bookstore	33,701.22
062101	Adult Education-State Basic	62,377.72
062102	Adult Education-Performance	5,337.60
062420	Small Business Development Center-State	3,921.75
063101	Adult Education-Federal Basic	4,395.37
063102	Adult Education-EL/Civics	2,912.65
063107	Perkins Postsecondary	8,375.16
063132	Federal Work Study	4,928.28
063171	TRIO/Upward Bound East	7,111.66
063172	TRIO/Upward Bound West	7,763.32
063202	Waubonsee Works	7,087.48
063235	Waubonsee Works-Adult	3,471.44
063946	Small Business Development Center-Federal	4,266.00
120100	Liability/Protection and Settlement	66,649.15
	Final Total:	$2,315,168.12

VIII. **Approval of Consent Agenda** (continued)

2. Payroll Report for Pay Number 18

010100	Education Fund	$2,075,092.16
020100	Operations and Maintenance Fund	153,484.11
050620	Bookstore	30,705.04
062101	Adult Education-State Basic	65,215.66
062102	Adult Education-Performance	4,892.80
062135	Digital Instruction for Adult Ed	867.79
062420	Small Business Development Center-State	3,921.75
063101	Adult Education-Federal Basic	5,459.58
063102	Adult Education-EL/Civics	3,351.25
063107	Perkins Postsecondary	8,006.09
063132	Federal Work Study	4,024.85
063171	TRIO/Upward Bound East	7,004.20
063172	TRIO/Upward Bound West	7,216.57
063202	Waubonsee Works	8,003.18
063235	Waubonsee Works-Adult	3,345.56
063946	Small Business Development Center-Federal	5,067.42
120100	Liability/Protection and Settlement	67,206.62
	Final Total:	$2,452,864.62

VIII. **Approval of Consent Agenda** (continued)

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

010100	Education Fund	$902,917.93
010109	Budget Stabilization Fund	42,590.86
010900	Payroll Clearing Fund	86,110.60
020100	Operations and Maintenance Fund	475,116.83
030108	OMR Technology/Academic Sub-Fund	130,230.02
030218	SG EV Charging Stations	1,617.47
050503	Auto Resale	4,565.79
050620	Bookstore	197,519.39
050810	Internal Medical Insurance	906,167.17
050811	Retiree Medical Insurance	4,421.88
062101	Adult Education-State Basic	30.40
062102	Adult Education- Performance	296.91
062118	Innovative Bridge Transitions	1,812.94
062135	Digital Instruction for Adult Ed	12,318.03
062136	AEDC Dual Credit	1,715.00
063107	Perkins Postsecondary	938.17
063171	TRIO/Upward Bound East	6,798.47
063943	Advanced Technological Ed	1,033.46
063946	SBDC-Federal	647.50
064114	SBDC Other Sources	1,909.51
100300	Trust and Agency	6,723.36
120100	Liability/Protection and Settlement	33,748.63
	Final Total:	$2,819,230.32

VIII. **Approval of Consent Agenda** (continued)

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

5. Budget Summary Ending September 2026
   Comparison of budget to actual for the three months ending September 30, 2026 was accepted by the board and placed on file.

6. Bids/Purchases:

   a. Renewal of the Annual Contract for Medical Insurance
      Renewal of the annual contract for medical insurance from Blue Cross Blue Shield of Illinois of Chicago, IL, for the period of January 1, 2027 through December 31, 2027.

   b. Renewal of the Annual Contract for Dental Insurance
      Renewal of the annual contract for dental insurance from Delta Dental of Illinois of Naperville, IL, for the period of January 1, 2027 through December 31, 2027.

   c. Renewal for the Rental of a Wheel Loader for the 2026-2027 Winter Season
      Renewal for the rental of a wheel loader for the 2026-2027 winter season from Alta Enterprises LLC (d/b/a Alta Equipment Company) of South Elgin, IL, in the amount of $32,000 for the period of November 1, 2026 through March 31, 2027.

   d. Replacement for Snow and Ice Removal Services for the 2026-2027 Winter Season
      Replacement for snow and ice removal services for the 2026-2027 winter season from Beary Landscaping of Lockport, IL, in the amount of $47,050 for the 2026-2027 winter season.

   e. Three-Year Replacement Agreement for Fire and Life Safety Services
      Three-year replacement agreement for Fire and Life Safety Services from Dependable Fire Equipment Inc. of Waukegan, IL, in the amount of $82,446 for the period of November 1, 2026 through October 31, 2029.

   f. Five-Year Renewal Agreement for Electric Vehicle Charging Station Management and Support
      Five-year renewal agreement for electric vehicle charging station management and support from ChargePoint, Inc., Campbell, CA, in the amount of $30,467 for the period of September 21, 2026 through September 20, 2031.

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. Jaquez and seconded by Mr. Thomas, unanimously voted to adjourn the meeting at 7:53 p.m.



Daniel Jaquez, CISA, CDPSE, CRISC
2026-11-19 03:18 UTC

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