

**MINUTES  
WAUBONSEE COMMUNITY COLLEGE  
SPECIAL BOARD MEETING**

February 26, 2019

A special meeting of the Board of Trustees of Waubonsee Community College, Community College District 516, Kane, Kendall, DeKalb, LaSalle, and Will Counties, IL, convened at 8:30 a.m. on Tuesday, February 26, 2019, in the Community Board Room of Dickson Center, Route 47 at Waubonsee Drive, Sugar Grove, IL.

Roll call found the following board members present: Jimmie Delgado, Richard "Shorty" W. Dickson; Patrick Kelsey, James K. Michels, P.E.; Rebecca D. Oliver; Allison Rott; and Greg Thomas; board member absent: Richard C. Bodie, M.D.; and staff members present: Dr. Christine J. Sobek, Dr. Diane Nyhammer, David Quillen, Dr. Jamal Scott, Dr. Melinda Tejada, Mary Baccheschi, Kim Caponi, Amanda Geist, Dan Larsen, and Micah Wells.

**Public Comment**

**Institutional Reports**

Dan Larsen, Executive Director of Campus Safety and Operations, presented a Facilities Renovation and Space Utilization Project report. The recommendations included in the project report were created with the assistance of the college-approved architect for this project, Legat Architects, and utilized input from a comprehensive study analyzing the current use of space and facilities, the Community Needs Assessment and Brand Pulse Survey, focus groups with faculty, staff, and students, as well as other external data. The board of trustees endorsed the report and gave direction to establishing project timelines and priorities to move forward that will include new construction, renovations, remodeling, and the relocation of certain staff and/or departments at the Sugar Grove, Aurora Downtown, and Plano Campuses.

David Quillen, Executive Vice President of Finance and Operations, and Darla Cardine, Assistant Vice President of Finance, presented a Comprehensive Financial Update and a FY2020 Tuition Discussion. The board of trustees supported the current Operating Fund fund balance guideline, the tuition pricing philosophy, and the proposed FY2020 in-district tuition rate increase of \$2.00 per credit hour. The proposed FY2020 tuition rate will be presented to the board of trustees for approval at the March 20, 2019 board meeting.

As part of a status report on our Transformative Reinvention: Putting Enrollment First initiative, Dr. Jamal Scott, Vice President of Strategic Development, and Faith LaShure, Dean for Admissions, presented an update on changes to our student recruitment and admissions processes; Dr. Diane Nyhammer, Vice President of Educational Affairs, and Kelli Sinclair, Dean for Student Success and Retention, presented strategies to improve student retention by focusing on creating a data-informed, student-focused system for the development of a guaranteed course schedule and developing program and degree pathways; and Dr. Nyhammer reviewed our new academic program development process and new programs under consideration.

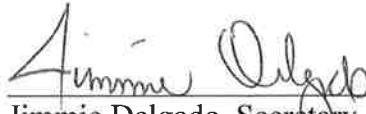
Dr. Scott and Dr. Stacey Randall, Dean for Institutional Effectiveness and Title V Project Director, facilitated an interactive strategic planning discussion with the board of trustees to gather their feedback for consideration for the development of our next strategic plan.

Patrick Kelsey exited the meeting at 12:40 p.m.

An online demonstration of the OnBoard digital portal for the board of trustees was provided via teleconference by Andrew Saunders, Solution Consultant with Passageways, followed by a feedback session led by Dr. Christine Sobek, President. The board of trustees supported the recommendation to move forward on the implementation of a digital portal that will provide a central communication and information hub for board meeting materials and other resources, procedures, and announcements.

### **Adjournment**

The board, on a motion by Mr. Delgado and seconded by Mr. Delgado, unanimously voted to adjourn the meeting at 1:28 p.m.



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Jimmie Delgado, Secretary  
Waubonsee Community College  
Board of Trustees