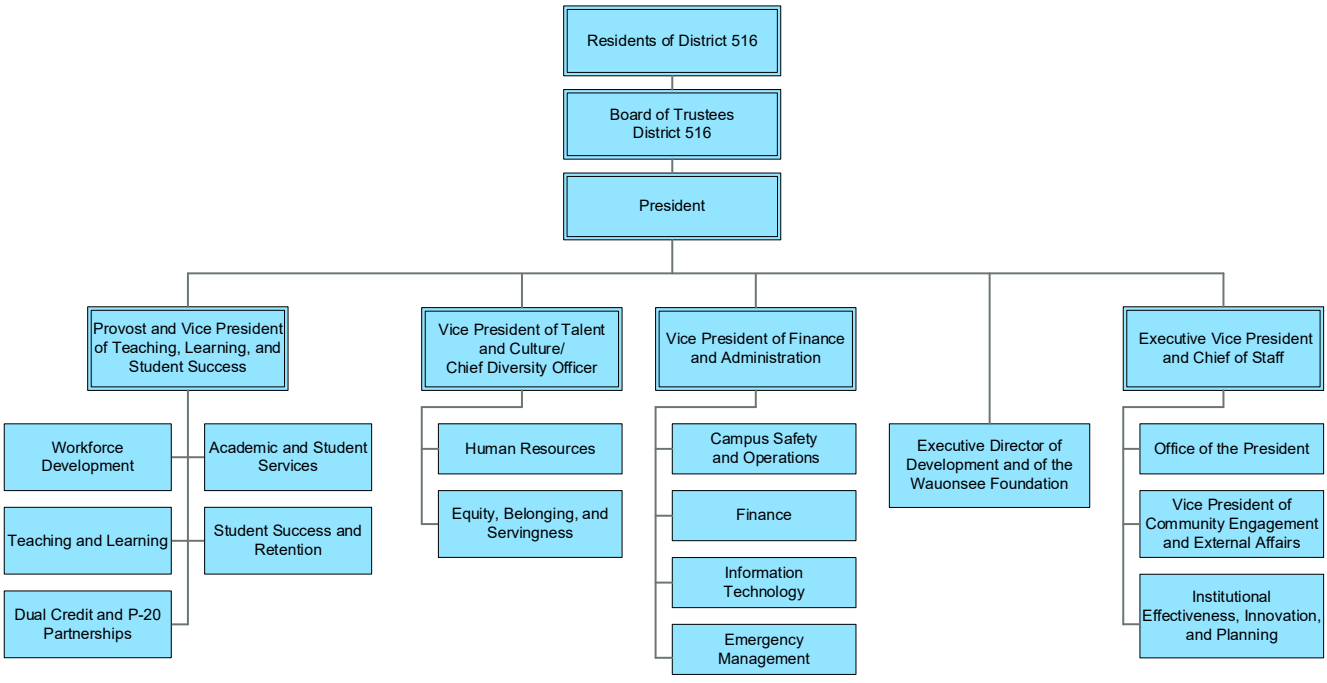
FREEDOM OF INFORMATION ACT
DISCLOSURE STATEMENT
FY2027

Waubonsee Community College is a public, comprehensive community college that was organized in 1966 as mandated by the Illinois Community College Act to provide education and training services for individuals in portions of Kane, Kendall, DeKalb, LaSalle, and Will counties of District 516.

Waubonsee Community College draws its students from a vast community of learners that today includes more than 450,000 residents encompassing a 624-square-mile geographic area. Those residents live in or near 22 municipalities and may attend one of 12 public and several private school districts that draw the outline of the community college district. Since its founding in 1966, the college has provided programs and services to over 345,000 people.

ORGANIZATIONAL CHART



- The FY2026 Operating Budget for the college reflects budgeted expenditures of $92,473,820.

- The college operates a network of four campuses:

Sugar Grove Campus (Main Campus) Route 47 at Waubonsee Drive Sugar Grove, IL 60554	Aurora Downtown Campus 18 S. River Street Aurora, IL 60506
Plano Campus 100 Waubonsee Drive Plano, IL 60545	Aurora Fox Valley Campus 2060 Ogden Avenue Aurora, IL 60504

- The estimated current employment numbers for the college are 449 full-time and 615 part-time employees.

BOARD OF TRUSTEES

Board Members	Position	Term Expires
Patrick Kelsey	Chair	2027
Greg Thomas	Vice Chair	2029
Daniel Jaquez	Secretary Pro Tempore	2031
Rick Guzman	Trustee	2029
Rebecca D. Oliver	Trustee	2027
Stacey Ries	Trustee	2029
Tina Willson	Trustee	2031
Daniela Alfano	Student Trustee	2026-2027

The college adheres to all provisions of the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 *et seq*. FOIA requests must be received in writing by personal delivery, mail, fax or electronic mail (email). FOIA requests should be directed to John Bryant, Waubonsee Community College Freedom of Information Act Officer.

John Bryant
Vice President of Finance and Administration
Waubonsee Community College
Route 47 at Waubonsee Drive
Sugar Grove, IL 60554
foia@waubonsee.edu

Verbal requests will not be accepted. Voicemail will not be considered an acceptable means of submitting a FOIA request.

Reasonable fees will be charged to the requestor on a case-by-case basis.

The college's public website, https://www.waubonsee.edu/, contains FOIA contact information under the Legal Notices link.

The college's duly appointed FOIA officer adheres to all provisions regarding receiving, processing, responding to, and retaining records related to all FOIA requests.

Public records are defined by FOIA as "all records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information, and all other documentary materials pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of any public body."

TYPES OF PUBLIC RECORDS MAINTAINED BY WAUBONSEE COMMUNITY COLLEGE

GENERAL

- Board meeting schedules
- Board minutes
- Policies and administrative procedures
- Legal notices
- Employee names, titles, and dates of employment
- Official bonds
- Records of College ownership of real or personal property
- Employment Contracts / Vendor Contracts
- Collective Bargaining Agreements
- Strategic Plan

FINANCIAL

- Annual budgets and financial reports
- Annual Comprehensive Financial Reports
- Bills or invoices issued and received by the College
- Capital Improvement Plans

RECORDS AVAILABLE IMMEDIATELY UPON REQUEST*

- Current Members of the Board of Trustees
- Current Board Policy Manual
- Current Academic Calendar
- Schedule of Board of Trustees Meetings (current and last 4 years)
- Agendas for Board of Trustees Meetings (current and last 4 years)
- Approved Meeting Minutes (current and last 4 years)

Budget Information (current and last 5 years)
Annual Comprehensive Financial Reports (last 4 fiscal years)
Single Audit Reports (last 4 fiscal years)
Capital Improvement Plan (current)
Strategic Plan (current)
Current Bid Notices
Directory of Names of Administrators
Union Contracts
Title IX Information

Note: Exemptions under the Illinois Freedom of Information Act may allow non-disclosure of some parts of public records maintained by the College.

* These records are accessible in the office of the Vice President of Finance and Administration of the Sugar Grove campus. The list of asterisked items describes types of records which will be made available immediately upon request (either via the Waubonsee website or paper copy). Most of these records are immediately accessible via the Waubonsee website: https://www.waubonsee.edu/ With the exception of the Current Board Policy Manual, approved meeting minutes (current and last 4 years), Budget Information (last 5 years), Annual Comprehensive Audit Reports, Single Audit Reports, and Current Bid Notices, paper copies of these records are also immediately accessible. Note: If certified copies are requested or paper copies of the exception items above, these are not immediately available but will be provided within the statutory timeframe for response.

If a FOIA request seeks a response in an electronic format, the college will comply if the record(s) are stored in the requested format.

FOIA is not intended to compel public bodies to interpret or advise requesters as to the meaning or significance of the public records.

FOIA is not intended to create an obligation on the part of any public body to maintain, compile, or prepare any public record that was not maintained, compiled, or prepared by such public body for its own purposes.

FOIA does not compel the public body to provide answers to questions posed by a requester.

FOIA provides exemptions that may be invoked by the college, as necessary, as grounds to deny requests for records including, but not limited to, exemptions protecting the disclosure of private and/or personal information of individuals.