LLCC Board of Trustees Regular Meeting

July 26, 2023

Gordon Gates, Chair

Wayne Rosenthal, Vice Chair

Samantha Raymond, Secretary

Vicki Davis

Ken Elmore

Jeff Fulgenzi

Mark Holaway

Rayna Herzog, Student Trustee

Charlotte Warren, President

BOARD OF TRUSTEES
LINCOLN LAND COMMUNITY COLLEGE
ILLINOIS COMMUNITY COLLEGE DISTRICT #526
AGENDA
REGULAR MEETING

Wednesday, July 26, 2023
5:15 P.M.
Lincoln Land Community College
Robert H. Stephens Room

I. Preliminary Matters

A. Roll Call
B. Pledge of Allegiance
C. Adoption of Agenda of the July 26, 2023 Meeting
D. Introductions and Recognitions
E. Hearing of Citizens

II. Consent Agenda

A. Approval of Minutes of the Regular Meeting of June 28, 2023
B. Ratify Payment of All Cash Disbursements for June and the June Treasurer's Report
C. Out-of-State Travel
    1. Ratification of Out-of-State Travel
    2. Approval of Out-of-State Travel
D. Budget/Financial Items
E. Purchasing
    1. Campus Vending
    2. Purchase of Dell Computers
    3. CARLI Membership Fees and Electronic Resource Purchases for Library
    4. YBP Book Purchases for Library
F. Contracts/Agreements
    1. Monthly Training Contract/Clinical Agreement Status Report
    2.
G. Monthly Grant Status Report
H. Facility Leases
I. Construction Items
    1. Workforce Training Facilities Expansion and Renovation – Phase 2 TDT Expansion, Storage Building, Logan Hall – Selection of Architectural/ Engineering Firm

III. Action Agenda

A. Policies
B. Academic Services Division Items
C. Student Services Division Items
D. Administrative Services Division Items
    1. Tentative FY2024 Budget

2. FY 2025 Capital Budget Request

E. Information Technology Items
F. Executive Division Items

IV. Information Items

A. Staff Reports
   1. Academic Services
   2. Student Services
   3. Administrative Services
      a. Position Vacancies and Hires
      b. Construction Progress Update
      c. Monthly Financial Report
   4. Information Technology
   5. Advancement Office
   6. Executive Division
      a.Review of Agenda Master Calendar

B. President's Report
C. Report from Faculty Senate
D. Report from Faculty Association
E. Report from Professional Staff
F. Report from Facilities Services Council
G. Chairman's Report
H. Secretary's Report
I. Foundation Report
J. Other Board Members' Reports

V. Strategic Discussion

A. IT Security Update

VI. Executive Session

A. Personnel Matters
B. Review of Executive Session Minutes
C. Pending/Imminent Legal Matters

VII. Actions from Open/Executive Session

A. Approval of Personnel Matters
B. Approval and Release of Executive Session Minutes and Approval of Recording Matters

VIII. Adjournment

I. Preliminary Matters

II. Consent Agenda

AGENDA ITEM II.B

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Ratify Payments of All Cash Disbursements for June and the June Treasurer's Report

DATE: July 26, 2023

In accordance with Lincoln Land Community College Board of Trustees Policy 6.1, the following items are available in the President's Office and Vice President, Administrative Services Office for your review and subsequent action:

A. The Cash Disbursement Register including the Check Register of bi-monthly accounts payable checks, E-commerce refunds, ACH and wire transactions issued during June, 2023, (payments for purchase order payments, equipment, supplies, lease payments, maintenance agreements, travel in accordance with the Local Government Travel Expense Control Act, employee reimbursements, membership dues, subscriptions, club vouchers, medical claim payments, pre-paid purchase orders, and time sensitive payment due dates – generally, items included under Board Policy 6.6).

B. The Treasurer's Report for the month ending June 30, 2023, will be delayed until August due to closing the FY'23 books and preparation for audit.

MOTION: Ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and wire transactions issued during June 2023.

Gleckler

AGENDA ITEM II.C.2

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Out-of-State Travel

DATE: July 26, 2023

Name	Meeting	Location	Purpose	Amount
Maskey, Cynthia	Org. for Associate Degree Nursing	San Diego, CA	Professional Development	$0*
Warren, Charlotte	American Assoc. of Community Colleges	Washington, D.C.	Administrator Travel	$1,867
Rothering, Anthony	Inland Bird Banding Assoc. Annual Meeting	Nashville, TN	Professional Development	$720
Allen, Carmen	COMPTIA Partner Summit	Las Vegas, NV	Professional Development	$1,752
Shaver, Matthew	Assessment Institute Conference	Indianapolis, IN	Professional Development	$1,093
Kujawa, Tricia	Assessment Institute Conference	Indianapolis, IN	Professional Development	$999
Tierney, Aidan	Welding Summit	The Woodlands, TX	Professional Development	$2,216
Byer, Shanda	Navigating Disruption Conference	Austin, TX	Professional Development	$4,978
Davis, Vicki	ACCT Leadership Congress	Las Vegas, NV	Professional Development	$2,884

**Paid by OADN*

AGENDA ITEM II.E.1

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Campus Vending

DATE: July 26, 2023

The College issued a request for proposals for campus-wide vending services. The vending machines around campus make a wide variety of beverages and snacks available to our students, faculty, and staff. A summary of the commissions the College will receive are detailed below. Compass will provide service to all LLCC locations except Litchfield. A local vendor will be sourced to provide service to Litchfield.

Bidder	Springfield Campuses	Outreach Centers
Compass Group (Bloomingdale, IL)	23.5%	15%

As required by section 6.4 of the LLCC Board Policy, an advertisement for public bid was published in the Friday, June 16, 2023, edition of the State Journal Register.

In addition to the bidders above, the solicitation was also sent to: A Better Choice Healthy Vending, Springfield; Coca Cola Bottling, Springfield; G & M Vending, Butler; HOI Vending, Lacon; Illinois Committee of Blind Vendors, Vernon Hills; Pepsi-Cola, Springfield; ACME Vending Company, Springfield.

Budget Impact:

Anticipated Annual Revenue:	$25,000
Source of Funds:	Operating Funds
Projected Revenue:	N/A
Projected Savings:	N/A

Student Learning Impact:

How will proposed agenda item impact student learning?
N/A

How will proposed agenda item be measured?
N/A

Gleckler

MOTION:	**Move to approve Compass Group for campus-wide vending services with total estimated revenue of $25,000 in accordance with the terms, conditions, and specifications of Request for Proposal #FY2024-02.**

Gleckler

AGENDA ITEM II.E.2

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Purchase of Dell Computers

DATE: July 26, 2023

Board approval is requested for the purchase of 179 desktop computers (PCs), 174 monitors, 60 laptop computers, one laptop cart, and 7 mini-PCs for instruction via mounted televisions, in the total amount of $189,402.98. PCs are for computer labs and classrooms located in LLCC Aviation, LLCC Beardstown, LLCC Jacksonville, LLCC Litchfield, LLCC Medical District, LLCC Springfield (Main Campus), St. Johns, and LLCC Taylorville.

Classroom Lifecycle Maintenance:

Device	Qty.	Unit Cost	Total	Fund
PC	179	$ 687.52	$123,066.08	Tech Fee
Monitor	174	$ 159.35	$ 27,726.90	Tech Fee

Classroom Conversion/Upgrades:

Device	Qty.	Unit Cost	Total	Fund
Laptop	60	$ 521.45	$ 31,287.00	Tech Fee
Laptop Cart	1	$ 2,773.00	$ 2,773.00	Tech Fee
Mini PCs	7	$ 650.00	$ 4,550.00	Tech Fee

Budget Impact:

Total Funds Requested: $ 189,402.98
Source of Funds: Tech Fee
Projected Revenue: N/A
Projected Savings: N/A

Student Learning Impact:

How will the proposed agenda item impact student learning?
Replacing the computers will provide faculty and students with critical up-to-date technology for improved student learning.

How will the proposed agenda item be measured?
The effectiveness of student learning through new technology.

Cruz

MOTION: **Move to approve the purchase of 179 desktop computers (PCs), 174 monitors, 60 laptop computers, one laptop cart, and 7 mini-PCs at a total cost of $189,402.98.**

Cruz

AGENDA ITEM II.E.3

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Consortium of Academic and Research Libraries in Illinois (CARLI) Membership Fees and Electronic Resource Purchases for Library

DATE: July 26, 2023

The Consortium of Academic and Research Libraries in Illinois (CARLI) is LLCC's primary academic library consortium and acts as the Library's broker for database, electronic journal, electronic book, and streaming media purchased content. CARLI also provides the Library's unified management system (I-Share) and other resource services. This blanket purchase order represents the membership fee for the consortium, the I-Share assessment fee for the library unified management system, and 32 electronic resources and services.

Budget Impact:

Total Funds Requested:	$110,349
Source of Funds:	Operational Funds-various fund names, Perkins Grant Funds
Projected Revenue:	N/A
Projected Savings:	N/A

Return On Investment: For each dollar invested in CARLI activities in FY22, LLCC's return was $2.11 in services and resources.

Student Learning Impact:

How will proposed agenda item impact student learning?
Students can access reputable and scholarly information through electronic resources provided through the Library. Subscribing to electronic resources allows all students, including remote and face-to-face students, the same opportunities of accessing information for learning and enrichment.

How will proposed agenda item be measured?
Electronic resource usage statistics are regularly collected and evaluated. Library faculty members assess the effectiveness and usefulness of online

resources on an annual basis and make changes to the subscription package based on curricular needs and collection development criteria.

MOTION: Move to approve the purchase order in the total amount of $110,349 for payment of the CARLI membership fee, I-Share assessment fee, and 32 electronic resources and services.

AGENDA ITEM II.E.4

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: YBP Book Purchases for Library

DATE: July 28, 2023

YBP is the Library's primary book vendor for print and electronic formats, and LLCC benefits from discounts negotiated by the University of Illinois Libraries. The 18% discount is based on volume ordered by the University of Illinois, and this discount is offered to all CARLI member libraries regardless of their purchase volume.

Budget Impact:

Total Funds Requested:	$85,000
Source of Funds:	Operational Funds
Projected Revenue:	N/A
Projected Savings:	N/A

Student Learning Impact:

How will proposed agenda item impact student learning?
Students can access reputable and scholarly print and electronic books for research and information needs through the Library. All information resources purchased by the Library support LLCC's curriculum.

How will proposed agenda item be measured?
Review circulation and usage data and compare list prices of books purchased with discounted prices.

MOTION: Move to approve the purchase order in the total amount of $85,000 for buying print and electronic books throughout FY24 from YBP.

Dockter

AGENDA ITEM II.F.1

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Monthly Training Contract/Clinical Agreement Status Report

DATE: July 26, 2023

The following is the current Training Contract/Clinical Agreement Status Report for LLCC.

The Community Education Department has entered into a contract with the Abraham Lincoln Presidential Museum to host an Etiquette Course. The course was held at the Abraham Lincoln Presidential Museum in June.

The Community Education Department has entered into a contract with Girls on the Run to host a Girls on the Run Camp. The camp was held on the LLCC Main Campus in June.

LLCC Jacksonville has entered into a contract with the Immigration Project to lease facility space. Facility space will be utilized at the LLCC Jacksonville Campus on July 3rd, 2023.

LLCC Jacksonville has entered into a contract with the National Safety Council to lease facility space. Facility space will be utilized at the LLCC Jacksonville Campus on August 30, 2023.

The Health Professions Department seeks approval to enter into a clinical site agreement with The Boys and Girls Club of Central Illinois for students enrolled in the Occupational Therapy Assistant Program. The Boys and Girls Club of Central Illinois has facilities suitable for the educational needs of the students.

The Health Professions Department seeks approval to enter into a clinical site agreement with Sarah Bush Lincoln for students enrolled in all Health Professions Programs. Sarah Bush Lincoln has facilities suitable for the educational needs of the students.

MOTION:	**Move to approve the clinical site agreement with Boys and Girls Club of Central Illinois and the clinical site agreement with Sarah Bush Lincoln.**

Gleckler

TRAINING CONTRACTS

Contract Title	Brief Description	Contractor	LLCC Dept / Program	Contract Total	Term
Abraham Lincoln Presidential Museum Etiquette Course Contract	The Community Education Department has entered into a contract with the Abraham Lincoln Presidential Museum to host an Etiquette Course. The course was held at the Abraham Lincoln Presidential Museum in June.	Abraham Lincoln Presidential Museum	Community Education	$260	June 28, 2023
Girls on the Run Camp Contract	The Community Education Department has entered into a contract with Girls on the Run to host a Girls on the Run Camp. The camp was held on the LLCC Main Campus in June.	Girls on the Run	Community Education	$385	June 26-29, 2023
Facility Agreement with Immigration Project	LLCC Jacksonville has entered into a contract with the Immigration Project to lease facility space. Facility space will be utilized at the LLCC Jacksonville Campus on July 3rd, 2023.	Immigration Project	LLCC Jacksonville	$50	July 3, 2023
Facility Agreement with National Safety Council	LLCC Jacksonville has entered into a contract with the National Safety Council to lease facility space. Facility space will be utilized at the LLCC Jacksonville Campus on August 30, 2023.	National Safety Council	LLCC Jacksonville	$30	August 30, 2023
			TOTALS	$725	

CLINICAL SITE, AFFILIATION, ARTICULATION & TRAINING AGREEMENTS

Contract Title	Brief Description	Contractor	LLCC Dept / Program	Term
Clinical Site Agreement with Boys and Girls Club of Central Illinois	The Health Professions Department seeks approval to enter into a Clinical Site Agreement with The Boys and Girls Club of Central Illinois for students enrolled in the Occupational Therapy Assistant Program. The Boys and Girls Club of Central Illinois has facilities suitable for the educational needs of the students.	Boys and Girls Club of Central Illinois	Health Professions/ Occupational Therapy Assistant	Date of Signing through Indefinite
Clinical Site Agreement with Sarah Bush Lincoln	The Health Professions Department seeks approval to enter into a Clinical Site Agreement with Sarah Bush Lincoln for students enrolled in all Health Professions Programs. Sarah Bush Lincoln has facilities suitable for the educational needs of the students.	Sarah Bush Lincoln	Health Professions	Date of Signing through Indefinite

AGENDA ITEM II.F.2

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Microsoft Server and Campus Agreement Renewal

DATE: July 26, 2023

Board approval is requested for the renewal of our Microsoft Campus Software/ Server Agreement for one year through CDW-G as part of the Illinois Community College Consortium.

The software portion of the agreement covers all LLCC desktop computers including our labs. It also covers the use of Microsoft's Windows desktop operating systems, and Visual Studio development software for our faculty, staff, and students. Microsoft 365 A5 subscription, which includes Teams Voice and all individual online services such as Office, Exchange, and SharePoint, is included as well.

The server portion of the agreement covers all LLCC servers. This includes operation systems, email servers, the portal server, and database servers.

Budget Impact:

Total Funds Requested:	$130,958.85	
Source of Funds:	Operating Fund:	$53,330.32
	Tech Fee:	$ 4,739.35
	LPS:	$72,889.18
Projected Revenue:	N/A	
Projected Savings:	N/A	

Student Learning Impact:

How will proposed agenda item impact student learning?
Microsoft software products are critical to college operations. They are used to provide services to our students and are important tools for instruction.

How will proposed agenda item be measured?
The college will be able to continue to use computing technology for the smooth operation of the institution, and to improve learning.

Cruz

MOTION: **Move to approve renewing the annual Microsoft Campus Software and Server Agreements from CDW-G at a total cost of $130,958.85.**

Cruz

AGENDA ITEM II.I.1

MORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Workforce Training Facilities Expansion and Renovation – Phase 2 TDT Expansion, Storage Building, Logan Hall – Selection of Architectural/Engineering Firm

DATE: July 26, 2023

At the October 19, 2022, Board Meeting the Renovate and Expand Campus Training Facilities project was approved to make renovations to the Workforce Careers Center for Diesel Technology Program and building a new storage building to support the diesel mechanic lab, expansion of the truck driver training lot, and renovations in Logan Hall to upgrade and expand emergency medical services labs. This project is funded by an Economic Development Adjustment Assistance – CARES Act Supplemental grant from the U.S. Department of Commerce's Economic Development Administration (EDA).

The College submitted Amendment #1 to the EDA on January 13, 2023. Amendment #1 authorized the College to reallocate funds from construction of the truck driver training lot expansion to equipment and the purchase of three semi-trucks and trailers. The total project budget was not changed. All project reviews, purchases, and work were put on hold pending the approval of the amendment. The EDA approved the amendment on May 1, 2023. Authorization to resume project purchasing and work was received on June 2, 2023.

The construction of the truck driver training lot expansion is now funded by a Community Project grant administered by HUD and was approved at the October 19, 2022, Board meeting.

Per EDA requirements, a Request for Qualifications (RFQ) was published in The State Journal-Register on July 13th, 14th, and 15th, 2022. In response to the RFQ, five submittals were received on November 9, 2022. The submittals were reviewed by a selection team. BLDD Architects, Inc. (BLDD) was selected based on previous experience working with educational organizations and completing projects funded by federal grants.

The grant also requires the Architect/Engineer contract be reviewed and approved by the EDA before the contract can be awarded. BLDD's draft contract and related documentation was submitted to the EDA on December 22, 2022. The contract

review was delayed due to the amendment, authorization to finalize the contract with BLDD was received on June 2, 2023.

All project reviews, purchases, and work were put on hold pending the approval of the amendment. Authorization to resume project purchasing and work was received on June 2, 2023.

Based on the amended Phase 2 scope, BLDD is proposing a fee of $403,903 to provide services for this project, which is within the fee structure range for a project of this scope and complexity.

Budget Impact:

Total Funds Requested:	$403,903
Source of Funds:	Economic Development Adjustment Assistance – CARES Act Grant and Restricted Funds
Projected Revenue:	N/A
Projected Savings:	N/A

Student Learning Impact:

How will proposed agenda item impact student learning?
By improving the physical environment in which instruction, study and leisure activities take place.

How will proposed agenda item be measured?
This project will be measured first by completion within the predetermined budget and time allotted for completion, and then by the satisfaction of the users and stakeholders.

MOTION: **Move to accept the proposal from BLDD Architects, Inc. in the amount of $403,903 to provide design services for the Workforce Training Facilities Expansion and Renovation – Phase 2 TDT Expansion, Storage Building, Logan Hall Project.**

III. Action Agenda

AGENDA ITEM III.D.1

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Tentative Fiscal Year 2024 Budgets

DATE: July 26, 2023

We are in the process of preparing budget documents following our June 28 Budget Workshop. Copies of the tentative budgets for fiscal year 2024 are enclosed with your mailing. The only change we made from the workshop was to increase the ICCB revenue to the FY24 ICCB allocation for the Base Operating Grant and Equalization funds and a corresponding transfer to the Restricted General Construction account.

It is possible that additional adjustments may be necessary before the Final FY24 budget is adopted in September.

As required by law, the operating funds (Education and Operations and Maintenance Funds) budget must be available for public review at least 30 days prior to its adoption by the Board of Trustees. Therefore, no action is requested on the budget other than to authorize placing the tentative budget on file.

We anticipate presenting a final budget for your approval at the September meeting of the Board.

MOTION: **Move to place on file for at least thirty days, for public review, the Tentative Fiscal Year 2024 Operating Budget.**

Gleckler

AGENDA ITEM III.D.2

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: FY 2025 Capital Budget Request

DATE: July 26, 2023

Each year colleges are permitted to submit requests for state funding for construction projects. If approved, state funding provides for 75% of the funding needed for the project. The 75% funding comes in the form of Capital Development Bonds authorized by the General Assembly; hence the projects are administered by the Capital Development Board on the college's behalf. This year, the requests are due by August 1st. Projects 1 and 2 (listed below) are currently contained within the Facilities Master Plan presented to the Board of Trustees in April 2019. The Master Plan will be updated in 2024 and we intend on including Project 3 in that Master Plan update.

The projects recommended for consideration by the Board to be submitted for state funding are as follows (in priority order):

1. **MENARD HALL RENOVATIONS**
Project will consist of renovating the first floor and lower level to improve student services and college function. The renovation will include improving services in Information Technology, Human Resources, LLCC Foundation, Public Relations and Marketing, Bookstore, Student Life, Student Government, Student Union, student lounge, meeting space, and elevator upgrades.

Total Cost Estimate	State Share (75%)	LLCC Share (25%)
$17,900,400	$13,425,300	$4,475,100

2. **SANGAMON AND MENARD HALL RENOVATIONS**
Project will consist of renovation to the 1st floor and lower level of Sangamon Hall South, 2nd floor of Sangamon Hall North, and 2nd floor of Menard Hall to relocate and improve the art program classrooms and labs, police station, faculty offices, and the create conference and student lounge/study spaces.

Total Cost Estimate	State Share (75%)	LLCC Share (25%)
$13,183,000	$9,887,250	$3,295,750

3. **NEW CHILD DEVELOPMENT CENTER**

Project will consist of construction of a new (approximate) 15,000 square foot, single-story, Child Development Center (CDC) immediately adjacent to the existing CDC. The new building will consist of Classrooms (Infants, Toddlers, Pre-school), Resource Room, Instructional Classroom, Offices, Lounge, Restrooms, Kitchen, Laundry, Observation, and other mechanical and storage support spaces. The new building will also include a new playground to support the children's development outside of the classroom.

Total Cost Estimate	State Share (75%)	LLCC Share (25%)
$9,745,600	$7,309,200	$2,436,400

MOTION: Move to authorize the request for state funding for fiscal year 2025 of the projects defined herein.

Gleckler

IV. Information Items

AGENDA ITEM IV.A.3.a

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Position Vacancies and Hires

DATE: July 26, 2023

POSITION VACANCIES

Classified
Accounting Technician, Disbursements (FT)
Accounts Receivable/Collection Technician (FT)
Administrative Assistant to the Dean, English & Humanities (FT)
Central Receiving Technician (FT)
Help Desk Specialist II (FT)
Program Assistant, Social Sciences & Business (PT)

Professional
Instructional Designer (FT)
Nursing Retention Specialist (FT)
Student Records Evaluator (FT)
Student Success Coach I (FT)
Student Support Specialist (FT)

Full-time Faculty
Air Conditioning, Refrigeration, and Heating Instructor
Diesel Technologies Instructor
Early Childhood Education Instructor
Integrated Media Design Instructor

NEW HIRE

Lindsay Shelton	Program Assistant, PATH	07/17/2023

RESIGNATION

Scott McDermand	Police Officer	07/13/2023

SALARY GRADE ADJUSTMENT

The JDQ for April Bergman, Program Assistant, was recently reevaluated due to a reconfiguration of responsibilities including the merger of her position with another Student Success position. Her position is now placed in salary grade E with a title change to Student Success Specialist. This change will be effective July 1, 2023.

AGENDA ITEM IV.A.3.b

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Construction Progress Update

DATE: July 26, 2023

Attached is the current Construction Project Status Report for LLCC. It includes all projects that are currently underway and projects that have formal plans and available funding but are not yet underway. The following information is intended to provide a brief overview of the progress of each of the projects since the previous Board Meeting:

PHS Projects – FY21

Water Infiltration Remediation Main Campus Phase 2
The project is under way.

Wayfinding Phase 2
This project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

PHS Projects – FY22

Main Campus Exterior Lighting Upgrade Phase 2
This project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Medical District Lighting, Flooring, Water Infiltration
The project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Sangamon Hall Chiller Repairs and Upgrades
The project is under way.

PHS Projects – FY23

Main Campus Exterior Lighting Upgrade Phase 3
The project is under way.

Main Campus Parking Lot, Drives & Signage
The project is under way.

Door Access & Security Alarm Upgrades
The project is under way.

Sangamon Hall Dust Collection & Gas Safety
The project is under way.

Sangamon & Cass Mechanical Upgrades
We are in the process of re-evaluating the scope to determine the next steps for this project.

Small Projects – FY23

Main Campus Classrooms Upgrades and Taylorville Flooring Replacement
The project is under way.

Deferred Maintenance Capital Project (CDB Managed)

Generators for South Side of Main Campus
This project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Exterior Door Security Upgrades
The project is under way. We are working with CDB on contracts and startup documents.

Fire Alarm System Upgrades
CDB contacted the college in late 2022 to inquire about local share of funds for the above referenced project. We have not heard from CDB since that time on the status of this project.

Capital Renewal

Renovate and Expand Student Services (CDB Managed)
The project is under way. Metal stud walls, mechanical, electrical, and plumbing rough-in has begun.

Restricted O & M

Renovate Millennium and Lower-level Sangamon
The project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Foundation

Kreher Greenhouse – (Informational Item)
We are working to complete this project in advance of the Fall 2023 semester.

EDA Cares Act Grant

Renovate and Expand Campus Training Facilities
Phase 2 TDT Expansion, Storage Building, Logan Hall:
The selection of Architect/Engineer is before you this evening. We will submit the Architect/Engineer Contract to the EDA after Board approval.

Illinois Green Economy Network (IGEN) Project

Jacksonville Interior Lighting Upgrades
This project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Restricted Space Configuration Funds

Diesel Lab Renovation
The project is underway.

HUD Economic Development Grant

Truck Driver Training Expansion
This project includes expansion of the truck driver training lot to provide space for usage by additional trucks and trailers which will allow an increase in enrollment in the Truck Driver Training program. We have submitted a budget and project narrative to HUD and are awaiting their review/response.

AGENDA ITEM IV.A.6.a

AGENDA MASTER CALENDAR

AUGUST 2023	SEPTEMBER 2023	OCTOBER 2023	NOVEMBER 2023
• Board Meeting 8/23/23	• Budget Adoption/Public Hearing • Fall Adjunct Faculty Listing • Board Meeting 9/27/23	• PHS Projects • Board Meeting 10/25/23	• Financial Audit Review • Board Meeting 11/15/23
DECEMBER 2023	**JANUARY 2024**	**FEBRUARY 2024**	**MARCH 2024**
• Adopt CY23 Property Tax Levy • Board Meeting 12/11/23	• Spring Adjunct Faculty Listing • General Obligation Alternate Bond Levy Abatement • Board Meeting 1/24/24	• Sabbatical Leaves • Approval of Faculty Positions • Faculty Tenure & Continuing Employment Recommendations • Board Meeting 2/28/24	• Administrative Positions • Board Meeting 3/27/24
APRIL 2024	**MAY 2024**	**JUNE 2024**	**JULY 2024**
• Seating of Student Trustee • Foundation Gala • Board Meeting 4/24/24	• Student Recognition • Employee Recognition • Commencement 5/17/24 • Board Meeting 5/22/24	• Summer Adjunct Faculty Listing • Budget Workshop • Board Meeting 6/26/24	• FY25 Tentative Budget • Board Meeting 7/24/24

V. Strategic Discussion

AGENDA ITEM V.A

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: IT Security Update

DATE: July 26, 2023

Mr. Esteban Cruz, Chief Information Officer, will provide an update on IT Security at the college.