LLCC Board of Trustees Regular Meeting

October 25 , 2023

I. Preliminary Matters

II. Consent Agenda

AGENDA ITEM II.C. 2

MEMORANDUM

TO:

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Monthly Training Contract/Clinical Agreement Status Report

DATE: October 25, 2023

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

LLCC Jacksonville has entered into a Facilities Usage Agreement with the Nestle Corporation. The Nestle Corporation will utilize space at LLCC Jacksonville for two dates in September.

LLCC Jacksonville has entered into a Facilities Usage Agreement with the National Safety Council. The National Safety Council will utilize space at LLCC Jacksonville for three dates in November.

The Continuing, Corporate, and Professional Education Department has entered into a contract with the Office of the Senate President to provide Microsoft Office 2016 training. Three courses will be held at the LLCC Medical District in October and November.

The Health Professions Department seeks approval to enter into a Clinical Site Agreement with Litchfield Health and Rehab Center for students enrolled in the Basic Nursing Assistant Program. Litchfield Health and Rehab Center has facilities suitable for the educational needs of the students.

The Health Professions Department seeks approval to enter into a Clinical Site Agreement with Pana Health and Rehab Center for students enrolled in the Basic Nursing Assistant Program. Pana Health and Rehab Center has facilities suitable for the educational needs of the students.

TRAINING CONTRACTS

CLINICAL SITE, AFFILIATION, ARTICULATION, & TRAINING AGREEMENTS

Contract Title	Brief Description	

AGENDA ITEM II.F.2

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: E2E Advising

DATE: October 25, 2023

Board approval is requested for a one-year software agreement with E2E Advising. This advising management software will allow advisors and students to use appointment scheduling, online booking, student self-check-in kiosks, and queue and case management.

Budget Impact:

Total Funds Requested:
Source of Funds: Operating Funds
Projected Revenue: N/A
Projected Savings: N/A

Student Learning Impact:

How will proposed agenda item impact student learning?
E2E Advising will provide advisors and students with critical advising appointment management tools.

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

MOTION: Move to approve the one-year agreement for E2E Advising at a total cost of $ 31,500.

Cruz

AGENDA ITEM II.F.3

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Global Water Technology

DATE: October 25, 2023

The College uses Global Water Technology, Inc. for HVAC water treatment in the Sangamon Hall and Workforce central plants. Water treatment maintains and protects equipment, reduces energy consumption, and prevents biological fouling. Global Water Technology has proposed a three-year renewal agreement at an annual cost of $9,491.28 for a total of $28,473.84.

Budget Impact:

Total Funds Requested:	$28,473.84
Source of Funds:	Operating 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?
By efficiently maintaining the cooling tower systems and closed loop systems in Sangamon Hall and Workforce central plants.

MOTION: Move to approve the three-year agreement with Global Water Technology, Inc. in the amount of $ 28,473.84.

Gleckler

AGENDA ITEM II.G

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Monthly Grant Status Report

DATE: October 25, 2023

Attached is the current Grant Status Report for LLCC. It includes all grant requests submitted and accepted during the month of October. It also includes a brief description of the purpose for which the funding is, or has been, solicited.

The Workforce Institute seeks ratification for the application for the Perkins Innovation and Modernization Grant. If awarded, funds will be utilized to purchase mobile training units and enroll high school students concurrently to achieve certificates in Industrial Maintenance.

MOTION: Move to ratify the application for the Perkins Innovation and Modernization Grant in the amount of $837,500.

Gleckler

GRANT SUMMARY
October 2023

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Baseball Dugout Code Compliance Upgrades – Contractor Recommendation

DATE: October 25, 2023

Sealed proposals were requested for the Baseball Dugout Code Compliance Upgrades Project and were received at the Construction Manager's Office on October 10th. The scope of the project includes removal of the remaining dugout and replacement with two 10'x72' dugouts, protective fencing, accessible pathways, and

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III. Action Agenda

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Approval of FY24 Protection, Health, and Safety Projects

DATE: October 25, 2023

In your agenda you will find a resolution for each of the projects listed below to approve them as Protection, Health, and Safety Projects. Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced.

Project Title	Cost Estimate
Interior Wayfinding Phase 1: Install new interior wayfinding in Menard Hall (including new Student Services), Sangamon Hall, and A. Lincoln Commons.	$248,200
Jacksonville Storefront & Exterior Wayfinding: Replace storefront including exterior doors and windows with energy efficient materials, improve ADA accessibility, and upgrade exterior wayfinding signage on building.	$3 4,300
Mechanical Upgrades: Upgrade hot water expansion tanks in Sangamon Hall South, install redundant refrigeration system in Workforce Careers Center, and replace condensing unit at Jacksonville.	$44,600
Security Alarm & Secure Access Upgrades Phase 2: Install exterior door access control and upgrade security EMC a(ar)5 (m)4ol	

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Resolution to Approve Protection, Health, and Safety Project for
Interior Wayfinding Phase 1

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Lincoln Land Community College District #526, is authorized to complete necessary projects dealing with health or safety of students, employees, or visitors; and

WHEREAS, there is a need for repair and alteration of certain facilities of Lincoln Land Community College District #526; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to levy a tax to pay for such repairs or alterations upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such repairs and alteration; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects to sell protection, health, and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the Board has received reports from a licensed professional architect or engineer that there are the following projects at Lincoln Land Community College which require repair and alterations, as defined in ICCB Rule 1501.601; and

WHEREAS, the project recommended for repair and alteration is Interior Wayfinding Phase 1, in the amount of $248,200.

WHEREAS, the Board certifies this project meets the requirements of 805/3-20.3.01 of the Public Community College Act and is necessary for energy conservation, health or safety, environmental protection, or accessibility for the Disabled and is not a routine maintenance project.

3. There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.

4. The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with Recital C as stated above, in the total dollar amount of $248,200.

5. Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced, and no application forms need to be submitted to ICCB.

Signature _____ Witness _____
Chair of Board Secretary of Board

There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.

The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with Recital C as stated above, in the total dollar amount of $.

Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced, and no application forms need to be submitted to ICCB.

Signature _____ Witness _____
Chair of Board Secretary of Board

There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.

The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall b

Resolution to Approve Protection, Health, and Safety Project for
Security Alarm & Secure Access Upgrades Phase 2

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Lincoln Land Community College District #526, is authorized to complete necessary projects dealing with health or safety of students, employees, or visitors; and

WHEREAS, there is a need for repair and alteration of certain facilities of Lincoln Land Community College District #526; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to levy a tax to pay for such repairs or alterations upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such repairs and alteration; and

WHEREAS, Section 3-20-3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects to sell protection, health and safety bonds, not to exceed 4.5 million dollars, for such repairs or alterations and levy a tax sufficient to retire said outstanding bond issue over a period of years; and

WHEREAS, the Board has received reports from a licensed professional architect or engineer that there are the following projects at Lincoln Land Community College which require repair and alterations, as defined in ICCB Rule 1501.601; and

WHEREAS, the project recommended for repair and alteration is Security Alarm & Secure Access Upgrades Phase 2, in the amount of $532,900.

WHEREAS, the Board certifies this project meets the requirements of 805/3-20.3.01 of the Public Community College Act and is necessary for energy conservation, health or safety, environmental protection, or accessibility for the Disabled and is not a routine maintenance project.

NOW, be it resolved by the Board of Trustees of Lincoln Land Community College District #526, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.

2. The physical facilities described in the project set forth above require alterations or repairs and are necessary to remove a health or safety hazard to students, employees, or visitors of Lincoln Land Community College District #526.

3. There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.

4. The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with

There are not sufficient funds available in the Operation and Maintenance Fund of Lincoln Land Community College District #526 to complete the project set forth above.

The cost of the project set forth above, as determined in the certified estimate of a licensed architect or engineer, shall be financed in accordance with Recital C as stated above, in the total dollar amount of $ 00.

Note that Public Act 099-0655 effective July 1, 2016, eliminates the need to have locally funded projects approved by the ICCB. Once approval has been obtained from the LLCC Board the projects can be bid and the work commenced, and no application forms need to be submitted to ICCB.

Signature _____ Witness _____
Chair of Board Secretary of Board

IV. Information Items

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Position Vacancies and Hires

DATE: October 25, 2023

POSITION VACANCIES

Classified
Administrative Assistant to the Dean, English & Humanities (FT)
Advancement Program Specialist (FT)
Child Development Assistant (FT) – 2
Course Materials Coordinator) 7
Facilities Office Coordinator (FT)

TRANSFERS

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Construction Progress Update

DATE: October 25, 2023

Attached

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 Pro jects – FY23

Main Cam pus Classrooms Upgrades and Taylorville Flooring Replacement
The project is substantially complete.

Deferred M aintenance Capital Project (CDB Managed)

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

Exteri or Door Security Upgrades
The project is under way.

Fire Alar m 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 R enewal

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

Restricted O & M

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

Construct ion Training Lab
This project is currently in the design phase. We anticipate bidding the project in Spring 2024.

Foundation

Kreher G reenhouse – (Informational Item)
The project is substantially complete.

EDA Cares Act Grant

Renovate and Expand Campus Training Facilities
Phase 2 TDT Expansion, Storage Building, Logan Hall:
We are working with BLDD on design for both the Storage Building and Logan Hall.

Restric ted Space Configuration Funds

Diesel Lab Ren ovation
The project is substantially complete with the exception of the floor refinishing, this will occur over Winter Recess.

HUD Economi c Development Grant

Truck Dri ver 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.

Excess PHS & Insurance

Baseball Dugout Code Compliance Upgrades
Our recommendation is before you tonight.

AGENDA ITEM IV.A. 6.a

AGENDA MASTER CALENDAR

NOVEMBER 2023

x Financial Audit Review

x Board Meeting 11/20/23*

V. Strategic Discussion

AGENDA ITEM V.A

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Accessibility Services

DATE: October 25, 2023

Kim Eddings, Director Accessibility Services, will provide an overview of Accessibility Services.