

**ILLINOIS COMMUNITY COLLEGE DISTRICT  
NO. 521  
MINUTES OF MEETING OF BOARD OF TRUSTEES**

**October 08, 2024  
Rend Lake College – MarketPlace Campus  
Southern Illinois Manufacturing Academy (SIMA)  
321 Potomac Blvd  
Mt Vernon, IL 62864**

**CALL TO ORDER**

Chairman Larry Manning called the regular Board of Trustees meeting to order at 6:26 PM at the Rend Lake College SI Manufacturing Academy (SIMA), at Rend Lake College MarketPlace.

**ROLL CALL**

Mr. Jeff Jones, Secretary, called the roll.

Those present were:

Dr. David Asbery  
Mr. Ron Daniels  
Mr. Brian Dorris  
Mr. Jeff Jones  
Mr. Larry Manning  
Mr. Tony Wielt  
Mr. Wyatt Hamson (Student Trustee)

Those absent were:

Mr. Joe Coy

Others present were:

Mr. Terry Wilkerson, Mr. Chad Copple, Mrs. Kim Wilkerson, Mr. Henry “Buster” Leeck, Mrs. Lori Ragland, Mr. John Gulley, Mrs. Cathy DeJarnette, Mr. Donnie Millenbine, Mrs. Mary Huggins, Mr. Nathan Wheeler, Mrs. Jena Jensik, Mrs. Amy Epplin, Mrs. Bria Robinson, Mrs. Andrea Banach, Ms. Kendra Gregory, Mr. Kent McKown, Ms. Shari Carpenter, Mr. Chris Edwards, Mr. Mark Jornd, Mr. Greg Hollmann, Mr. Tyler Staats, Mr. Andrew Chambliss, Chef Jeff Fairbanks and Chef Daniel Brock.

## DEPARTMENT PRESENTATION

Mr. Chris Sink, Director of Southern Illinois Manufacturing Academy (SIMA) provided a presentation of the SIMA progression from conception to completion. Along with Mr. Chris Sink, Mr. Tyler Staats, and Mr. Andrew Chambliss took the group on a tour of the entire SIMA facility including the Chocolate Factory.

## GENERAL INFORMATION

### ANNOUNCEMENTS

1. Tues/Wed, October 8/9, 2024; 9-10:30am  
**Breakfast on the Lake**  
Student Center
2. Thursday, October 10, 2024; 2:00pm  
**“Makers on the Move” Manufacturing Tour Bus**  
SI Manufacturing Academy (SIMA)  
Rend Lake College MarketPlace
3. Tuesday, October 15, 2024; 8am-4pm  
**In-Service**  
Event Center
4. Tuesday, October 15, 2024; 6pm  
**Southeast Region Trustee Meeting**  
Southeastern Illinois College
5. Friday, October 18, 2024; Noon  
**Special Board of Trustees Meeting**  
Admin Conference Room
6. Tues/Wed, October 22/23, 2024; 8-4p  
**CTE Career Days**  
Event Center
7. Wednesday, October 23, 2024  
11am with brunch following ceremony  
**Game Plan Groundbreaking for  
Banterra Sports Complex**  
Gymnasium (West side)
8. Friday-Saturday, November 1-2, 2024  
**Board of Trustees Annual Retreat**  
Four Seasons, St. Louis

9. Monday, November 4, 2024; 4-7pm  
**Rend Lake College Open House**  
Event Center, Ina Campus
  
10. Tuesday, November 5, 2024; 6:30pm  
**Board of Trustee Meeting**  
Event Center
  
11. Thursday-Saturday, November 7-9, 2024; 7pm  
Sunday, November 10, 2024; 2pm  
**RLC Fall Play – FAME**  
Theater
  
12. Thursday, November 21<sup>st</sup>, 2024; 4:00pm Ribbon  
Cutting 4:30-7:00 Open House  
**Rend Lake College MarketPlace Open House &  
SI Manufacturing Academy (SIMA) Ribbon  
Cutting**  
Rend Lake College MarketPlace

**MOTION FOR  
EXECUTIVE SESSION**

Chairman Larry Manning asked for a motion to move into Executive Session pursuant to Section 2(c)(1)(2)(9)(21). Mr. Daniels made a motion; seconded by Mr. Wielt. On a roll call vote, all voted yes. Student Trustee voted yes. The Board went into executive session at 7:20 PM.

**RESUME OPEN MEETING**

Chairman Larry Manning asked for a motion to reopen the public meeting; Mr. Dorris motioned; seconded by Mr. Hamson. On a roll call vote, all voted yes. Student Trustee voted yes. At 8:21 PM, Chairman Manning reconvened the open session of tonight's meeting.

**CONSENT AGENDA**

Mr. Wilkerson recommended approving the Consent Agenda, which included the following items:

1. Approval of September 17, 2024 Joint RLC & SIC Meeting Minutes\*;
2. Approval of September 17, 2024 Board Meeting Minutes\*;
3. Approval of Course/Curriculum\*;
4. Approval of Revisions to Job Descriptions\*

Dr. Asbury made a motion to approve the Consent Agenda as recommend; seconded by Mr. Wielt

On a roll call vote, all present voted yes. Student Trustee voted yes. Those items marked with an asterisk (\*) are a part of these minutes.

**NEW BUSINESS**

APPROVAL OF REVISIONS  
TO REND LAKE COLLEGE  
*POLICY & PROCEDURE*  
5.1505- VEHICHL E USAGE FOR  
COLLEGE TRAVEL  
**(FIRST READING)**

Mr. Wilkerson recommended to approve revisions to current Rend Lake College *Policy and Procedure* 5.1505 – Vehicle Usage for College Travel, as presented, first reading, effective November 06, 2024

As recommended, Mr. Jones made a motion to approve revisions to current Rend Lake College *Policy and Procedure* 5.1505 – Vehicle Usage for College Travel, as presented, first reading, effective November 06, 2024. This motion was seconded by Mr. Hamson. On a roll call vote, all voted yes. Student Trustee voted yes.

APPROVAL OF REVISIONS  
TO REND LAKE COLLEGE  
*POLICY* 5.1215-TRAVEL  
REIMBURSEMENT  
**(FIRST READING)**

Mr. Wilkerson recommended to approve revisions to current Rend Lake College *Policy* 5.1215 – Travel Reimbursement, as presented, first reading, effective November 06, 2024.

As recommended, Dr. Asbury made a motion to approve revisions to current Rend Lake College *Policy* 5.1215 – Travel Reimbursement, as presented, first reading, effective November 06, 2024. This motion was seconded by Mr. Dorris. On a roll call vote, all voted yes. Student Trustee voted yes.

APPROVAL OF REVISIONS  
TO REND LAKE COLLEGE  
*POLICY 3.1110-COMPUTATION  
OF HOURLYRATE OF PAY FOR  
PART-TIME EMPLOYEES*  
**(FIRST READING)**

Mr. Wilkerson recommended to approve revisions to Rend Lake College Board *Policy 3.1110 – Computation of Hourly Rate of Pay for Part-Time Employees*, first reading, as presented, effective January 01, 2025.

As recommended, Mr. Daniels made a motion to approve revisions to Rend Lake College Board *Policy 3.1110 – Computation of Hourly Rate of Pay for Part-Time Employees*, first reading, as presented, effective January 01, 2025. This motion was seconded by Mr. Hamson. On a roll call vote, all voted yes. Student Trustee voted yes.

APPROVAL OF REVISIONS  
TO REND LAKE COLLEGE  
POLICY & PROCEDURE  
2.1720 – COMMUNITY USE OF  
COLLEGE FACILITIES  
**(FIRST READING)**

Mr. Wilkerson recommended to approve revisions to Rend Lake College *Policy & Procedure 2.1720 – Community use of College Facilities*, first reading, as presented, effective November 06, 2024, with amendment to Rec Center facility section to remove “(north or south side)”.

As recommended, Mr. Hamson made a motion to approve revisions to Rend Lake College Board *Policy & Procedure 2.1720 – Community use of College Facilities*, first reading, as presented, effective November 06, 2024, with amendment to Rec Center facility section to remove “(north or south side)”. This motion was seconded by Mr. Wielt. On a roll call vote, all voted yes. Student Trustee voted yes.

RATIFY AWARD FOR  
SOLAR PANEL ARRAY AT  
THE MURPHY WALL  
PINCKNEYVILLE CAMPUS  
**(TO BE PROVIDED)**

Mr. Wilkerson recommended to ratify the award for the purchase and installation of a Solar Panel Array for the

Murphy Wall Pinckneyville Campus, pending appropriate approval from the city of Pinckneyville and the county of Perry.

As recommended, Mr. Dorris made a motion to ratify the award for the purchase and installation of a Solar Panel Array for the Murphy Wall Pinckneyville Campus, pending appropriate approval from the city of Pinckneyville and the county of Perry. This motion was seconded by Mr. Wielt. On a roll call vote, all voted yes. Student Trustee voted yes.

**PERSONNEL**  
APPOINTMENT OF  
SUBSIDIZED CHILD CARE  
SPECIALIST, CCR&R  
(TO BE PROVIDED)

Mr. Wilkerson recommended to appoint Ms. Brandee Tate as Specialist – Subsidized Child Care – Child Care Resource and Referral on a full-time, 50-week, grant funded, non-tenure track contract at an annual salary of \$35,000, prorated for the remainder of the fiscal year, effective October 16, 2024 pending completion of a successful background check.

As recommended, Dr. Asbury made a motion to appoint Ms. Brandee Tate as Specialist – Subsidized Child Care – Child Care Resource and Referral on a full-time, 50-week, grant funded, non-tenure track contract at an annual salary of \$35,000, prorated for the remainder of the fiscal year, effective October 16, 2024 pending completion of a successful background check. This motion was seconded by Mr. Hamson. On a roll call vote, all voted yes. Student Trustee voted yes.

APPOINTMENT OF  
FOOD SERVICES DIRECTOR  
(TO BE PROVIDED)

Mr. Wilkerson recommended to appoint Mr. Daniel Brock as Director of Food Service on a full-time, 50-week, non-tenure track contract at an annual salary of \$65,000 prorated for the remainder of the fiscal year, effective October 16, 2024.

As recommended, Mr. Daniels made a motion to appoint Mr. Daniel Brock as Director of Food Service on a full-time, 50-week, non-tenure track contract at an annual salary of \$65,000 prorated for the remainder of

the fiscal year, effective October 16, 2024. This motion was seconded by Mr. Jones. On a roll call vote, all voted yes. Student Trustee voted yes.

**PERMISSION TO  
ADVERTISE FOR INDUSTRIAL  
ELECTRONICS INSTRUCTOR**

Mr. Wilkerson recommended to grant permission to advertise for an Industrial Electronics Instructor, on a 50-week, tenure track industrial contract effective January 01, 2025.

As recommended, Mr. Dorris made a motion to advertise for an Industrial Electronics Instructor, on a 50-week tenure track industrial contract effective January 01, 2025. This motion was seconded by Mr. Hamson. On a roll call vote, all voted yes. Student Trustee voted yes.

**FINANCIAL INFORMATION**

**RATIFICATION OF THE  
PAYMENT OF COLLEGE  
EXPENSES INCLUDING  
TRAVEL EXPENSE  
REIMBURSEMENTS**

Mr. Wilkerson recommended to ratify the payment of college expenses including travel expense reimbursements as presented, effective October 8, 2024.

As recommended Mr. Wielt made a motion to ratify the payment of college expenses including travel expense reimbursements as presented, effective October 8, 2024. This motion was seconded by Mr. Dorris. On a roll call vote, those present voted yes.

**REPORTS**

**ACADEMIC COUNCIL**

Mr. Mark Jornd, Vice Chair of the Academic Council, reported of the council's new chair, Dr. Jared Kemling. Mr. Jornd made the board aware that he will still be reporting to the board at the monthly meetings. Curriculum updates were also provided to the group.

**ICCTA REPRESENTATIVE**

**NONE**

REND LAKE COLLEGE  
FOUNDATION

Mrs. Cathy DeJarnette reported on the new Foundation Board of Director officers: Mr. Tony Wielt, President; Mrs. Mary Ellen Aiken, Vice President; Dr. James Wittenauer, Secretary; and the Treasurer position is currently vacant due to the recent resignation of Mr. Josh Taylor.

Important upcoming dates were given: Gym Bid Opening on October 16; Special RLC Board Meeting on October 18; and the Game Plan Groundbreaking on October 23.

ACCREDITATION

Dr. Chad Copple reported our Quality Initiative proposal is nearly complete with only a few sections on competency-based education to be finalized. The proposal should be ready to submit to the Higher Learning Commission soon.

ERP

Dr. Chad Copple reported most of the Colleague SaaS ERP system pieces are up and running. The Instant Enrollment function was finalized last week allowing students to register and pay online for Community Ed classes. There are more engagements with our Insights report writing consultant continuing through the end of this year and a few going into January 2025. After January we have no more scheduled engagements and plan on occasionally meetings with a consultant if needed. November 30, 2024 is the contract end date with BHA Technologies.

**OBSOLETE EQUIPMENT**

NONE

**PUBLIC COMMENT**

NONE

**PRESIDENT'S COMMENTS**

President Terry Wilkerson gave recognition to Mr. Nathan Wheeler and his marketing team on the new website.



**ADJOURNMENT**

There being no other business, at 8:41 PM all Trustees present voted aye in favor of adjourning.

The motion to adjourn was made by Mr. Dorris and seconded by Mr. Hamson.

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Chairman

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Secretary