

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

**May 13, 2025  
Rend Lake College – Event Center  
468 N Ken Gray Parkway  
Ina, IL 62846**

**CALL TO ORDER**

Chairman Larry Manning called the regular Board of Trustees meeting to order at 6:34 PM in the Rend Lake College Event Center.

**ROLL CALL**

Mr. Brian Dorris, Acting Secretary, called the roll.

Those present were:

Dr. David Asbery  
Mr. Joe Coy  
Mr. Ron Daniels  
Mr. Brian Dorris  
Mr. Larry Manning  
Mr. Tony Wielt  
Mr. Henry Meinert (Student Trustee)

Those absent were:

Mr. Jeff Jones

Others present were:

Mr. Terry Wilkerson, Mr. Chad Copple, Mrs. Kim Wilkerson, Mrs. Lori Ragland, Mr. Henry "Buster" Leeck, Mr. John Gulley, Mr. Donnie Millenbine, Mrs. Cathy DeJarnette, Mrs. Andrea Banach, Mr. Nathan Wheeler, Ms. Kendra Gregory, Mr. Kent McKown, Ms. Shari Carpenter, Mrs. Bria Robinson, Mr. Mark Jornd, Mr. Greg Hollmannn, Mrs. Amy Epplin, Mr. Chris Edwards

**PRESENTATION-ICCTA  
DIRECTOR, MR. JIM REED**

ICCTA Director, Mr. Jim Reed gave a presentation on the role of a College Board of Trustees as well as the benefits and assistance the ICCTA provides to the colleges, various organizations, and the Trustees.

## **GENERAL INFORMATION**

### ANNOUNCEMENTS

1. Thursday, May 15, 2025; 11:30am  
**Radiology Pinning**  
RLC Theater
2. Thursday, May 15, 2025; 3:00pm  
**ADN Pinning**  
Event Center
3. Thursday, May 15, 2025; 5:00pm  
**CNA Pinning**  
RLC Theater
4. Friday, May 16, 2025; 10:00am  
**PreK Graduation**  
RLC Theater
5. Saturday, May 17, 2025  
**Rend Lake College Graduation**  
8:30am-AA/AS/AES/AFA  
11:00am AAS/Certificate  
Outdoors at the Track
6. Thursday June 5, 2025; 12:00pm  
**RLC Foundation Board of Directors Meeting**  
Murphy-Wall Campus
7. Saturday June 7, 2025, 10:00am – 4:00pm  
**SIMA FEST**  
Southern IL Manufacturing Academy  
MarketPlace
8. Saturday, August 16, 2025; 9:00am – 12:00pm  
**Fall Warrior Days**  
Theater
9. Monday, August 18, 2025  
**First Day of Fall Classes**  
All Campuses

**MOTION FOR EXECUTIVE SESSION**

Chairman Manning asked for a motion to move into Executive Session pursuant to Section 2(c)(1)(21). Mr. Wielt made a motion; seconded by Mr. Coy. On a roll call vote, all voted yes. Student Trustee voted yes. The Board went into executive session at 7:15 PM.

**RESUME OPEN MEETING**

Chairman Manning asked for a motion to reopen the public meeting; Mr. Daniels motioned; seconded by Mr. Coy. On a roll call vote, all voted yes. Student Trustee voted yes. At 8:17 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. April 22, 2025 Executive Session\*;
2. April 22, 2025 Board of Trustee Meeting\*;
3. Approval of Course/Curriculum\*;
4. Approval of 2025-2026 Handbooks\*;
5. Approval of Revisions to Rend Lake College Policy & *Procedure* 5.1205 – Payment of Bills\*;
6. Approval of Revisions to Rend Lake College Board Policy & *Procedure* 4.1115 – Fees\*;

Mr. Meinert made a motion to approve the Consent Agenda as recommend; seconded by Mr. Coy. 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 BOARD POLICY & PROCEDURE 6.1010 – USE OF FORCE  
**(FIRST READING)**

Mr. Wilkerson recommended to approve revisions to Rend Lake College *Policy & Procedure* 6.1010 – Use of Force as presented, first reading, effective June 10, 2025.

As recommended, Mr. Meinert made a motion to approve revisions to Rend Lake College *Policy & Procedure 6.1010 – Use of Force* as presented, first reading, effective June 10, 2025. This motion was seconded by Mr. Wielt. On a roll call vote, all voted yes. Student Trustee voted yes.

PERMISSION TO  
ADVERTISE AND ACCEPT  
BIDS FOR REPLACEMENT  
OF THE ROOF AT THE  
REND LAKE COLLEGE  
MURPHY-WALL  
PINCKNEYVILLE CAMPUS

Mr. Wilkerson recommended to grant permission to advertise and accept bids to replace the roof at the Rend Lake College Murphy-Wall Pinckneyville Campus.

As recommended, Mr. Dorris made a motion to advertise and accept bids to replace the roof at the Rend Lake College Murphy-Wall Pinckneyville Campus. This motion was seconded by Mr. Daniels. On a roll call vote, all voted yes. Student Trustee voted yes.

PERMISSION TO  
ADVERTISE FOR BIDS  
AND AWARD PURCHASE  
OF A VAN FOR THE  
COLLEGE FLEET

Mr. Wilkerson recommended to grant permission to advertise for bids and award for the purchase of a 7-passenger van for the college fleet.

As recommended, Mr. Meinert made a motion to grant permission to advertise for bids and award for the purchase of a 7-passenger van for the college fleet. This motion was seconded by Mr. Dorris. On a roll call vote, all voted yes. Student Trustee voted yes.

**PERSONNEL**  
RESIGNATION-  
POLICE OFFICER

Mr. Wilkerson recommended to accept with regret the resignation of Mr. Trace King, Police Officer, effective May 17, 2025.

As recommended, Mr. Dorris made a motion to accept with regret the resignation of Mr. Trace King, Police Officer, effective May 17, 2025. This motion was seconded by Mr. Wielt. On a roll call vote, all voted yes. Student Trustee voted yes.

RESIGNATION-  
SUBSIDIZED CHILD  
CARE SPECIALIST,  
CCR&R

Mr. Wilkerson recommended to accept with regret the resignation of Ms. Kaylie Williams, Subsidized Child Care Specialist at CCR&R, effective May 15, 2025.

As recommended, Mr. Daniels made a motion to accept with regret the resignation of Ms. Kaylie Williams, Subsidized Child Care Specialist at CCR&R, effective May 15, 2025. This motion was seconded by Mr. Wielt. On a roll call vote, all voted yes. Student Trustee voted yes.

APPOINTMENT OF  
SHINE DIRECTOR AND  
REVISE JOB DESCRIPTION  
(TO BE PROVIDED)

Mr. Wilkerson recommended to appoint Ms. Mindy Reach as SHINE Director on a full-time, 50-week, non-tenure track, grant-funded contract at an annual salary of \$55,000, prorated for the remainder of the fiscal year, pending a successful background check, and revise job description effective June 2, 2025.

As recommended, Mr. Dorris. made a motion to Mr. Wilkerson recommended to appoint Ms. Mindy Reach as SHINE Director on a full-time, 50-week, non-tenure track, grant-funded contract at an annual salary of \$55,000, prorated for the remainder of the fiscal year, pending a successful background check, and revise job description effective June 2, 2025. This motion was seconded by Mr. Meinert. On a roll call vote, all voted yes. Student Trustee voted yes.

APPOINTMENT OF  
UPWARD BOUND  
PROJECT ADVISOR

Mr. Wilkerson recommended to appoint Ms. Emily Kovarik as Upward Bound Project Advisor on a full-time, 50-week, grant funded, non-tenure track contract at an annual salary of \$37,000 prorated for the remainder of the fiscal year, pending a successful background check, effective May 27, 2025.

As recommended, Mr. Meinert made a motion to appoint Ms. Emily Kovarik as Upward Bound Project Advisor on a full-time, 50-week, grant funded, non-tenure track contract at an annual salary of \$37,000 prorated for the remainder of the fiscal year, pending a successful background check, effective May 27, 2025. This motion was seconded by Mr. Wielt. On a roll call vote, all voted yes. Student Trustee voted yes.

PERMISSION TO ADVERTISE  
AND RATIFY APPOINTMENT  
OF DEVELOPMENT  
COORDINATOR OF RLC  
FOUNDATION

Mr. Wilkerson recommended to grant permission to advertise for and ratify the appointment of Development Coordinator of the RLC Foundation at the June 10, 2025 meeting, effective May 13, 2025.

As recommended, Mr. Wielt made a motion to grant permission to advertise for and ratify the appointment of Development Coordinator of the RLC Foundation at the June 10, 2025 meeting, effective May 13, 2025. This motion was seconded by Mr. Meinert. On a roll call, all voted yes. Student Trustee voted yes.

PERMISSION TO CREATE  
THE POSITION AND JOB  
DESCRIPTION AND  
TRANSFER COMMUNITY  
AND CORPORATE EDUCATION  
SPECIALIST TO COORDINATOR  
OF COMMUNITY AND  
CORPORATE EDUCATION

Mr. Wilkerson recommended to create the position and job description and transfer Ms. Charlotte Loss from Community and Corporate Education Specialist to Community and Corporate Education Coordinator on a full-time, 49-week, non-tenure contract with an annual salary of \$48,000, prorated for the remainder of the fiscal year, effective May 16, 2025. This

individual is not eligible for a salary increase in FY 2026.

As recommended, Mr. Dorris made a motion to create the position and job description and transfer Ms. Charlotte Loss from Community and Corporate Education Specialist to Community and Corporate Education Coordinator on a full-time, 49-week, non-tenure contract with an annual salary of \$48,000, prorated for the remainder of the fiscal year, effective May 16, 2025. This individual is not eligible for a salary increase in FY 2026. This motion was seconded by Mr. Meinert. On a roll call, all voted yes. Student Trustee voted yes.

**APPROVAL TO GRANT  
UNPAID LEAVE OF ABSENCE**

Mr. Wilkerson recommended to grant approval of an unpaid leave of absence for Mrs. Brandee Tate ending June 01, 2025.

Mr. Wielt made a motion to grant approval of an unpaid leave of absence for Mrs. Brandee Tate ending June 01, 2025. This motion was seconded by Dr. Asbury. On a roll call, Mr. Coy & Mr. Daniels voted no, all others voted yes. Student Trustee abstained.

**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 May 13, 2025.

As recommended Mr. Daniels made a motion to ratify the payment of college expenses including travel expense reimbursements as presented, effective May 13, 2025. This motion was seconded by Mr. Coy. On a roll call vote, all voted yes. Student Trustee voted yes.

**REPORTS**

**ACADEMIC COUNCIL**

Mr. Mark Jornd reported that three CSCI courses were withdrawn due to inactivity.

**ICCTA REPRESENTATIVE**

Mr. Ron Daniels reported the yearly ICCTA Conference will be held in June.

## RLC FOUNDATION

Executive Director of Administrative Services, Cathy DeJarnette, reported that approximately 160 students have been awarded scholarships for Fall 2025 so far, and there are still about 20 nursing scholarships to be awarded in the coming weeks. The scholarship application is open until June 1 and there are additional scholarship monies available.

The next Foundation Board meeting will be held on June 5<sup>th</sup> at the Pinckneyville Campus.

The Game Plan campaign continues. The brick/paver campaign has kicked off, and a flyer was provided. There are still a few major gift asks on the table. Construction is going well, and the project is still on schedule to complete end of August.

## ACCREDITATION

Dr. Chad Copple reported the Federal administration issued an executive order that directs the Education Department to provide programming free from discrimination, reduce barriers to completion, prioritize intellectual diversity, etc. It orders a focus on improvement of student outcomes without reference to race, ethnicity or sex; faster methods for new accreditors to be recognized by the government; easier methods for colleges and universities to switch accreditors; etc. In a letter issued, the administration basically stated the college would be approved to switch accreditors upon notification, unless that institution has been subject to a sanction within the last two years.

## ERP

Dr. Chad Copple reported we are looking to schedule our project close-out meeting. Our latest contract reconciliation shows us about \$100,000 to the good. We will then be transitioned over to a cloud services manager, who we will meet with occasionally and to whom we'll reach out if needed.

## OBSOLETE EQUIPMENT

Mr. Donnie Millenbine reported on some items we are no longer needing that will be receiving new homes such as two scoreboards and the sound system from the theater.

**PUBLIC COMMENT**

None

**PRESIDENT'S COMMENTS**

President Wilkerson gave his time to Mrs. Kim Wilkerson to report on the IGEN handout she provided on the grant projects. The Solar Radar Signage, Solar Array Install, and LED Lighting Upgrade projects have all been completed, and we are now applying for supplemental funding. She also stated that a future project may include more energy efficient windows at the Student Center.

Mrs. Cathy DeJarnette then reminded the Trustees to attend RLC Graduation this Saturday, May 17, 2025.

**ADJOURNMENT**

There being no other business, at 8:35 PM all Trustees present voted aye in favor of adjourning.

The motion to adjourn was made by Mr. Meinert and seconded by Mr. Coy.

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Chairman

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Secretary