

REND LAKE COLLEGE BOARD OF TRUSTEES MEETING

November 18, 2025

6:30 PM

Rend Lake College – Event Center
468 N Ken Gray Parkway
Ina, IL 62846

Page
No.

I. **Call to Order**

II. **Truth in Taxation Hearing**

III. **Roll Call**

IV. **General Information**

A. **Announcements**

1. Wednesday-Thursday, November 19 & 20, 2025
11am-1pm both days
Thanksgiving Meal for Students, Staff, and Faculty
PDA – Student Center
2. Monday, December 1, 2025; 6:30pm-9pm
Winter Concert
Theater
3. Thursday, December 4, 2025; 6pm-9pm
RLC Foundation 46th Annual Dinner
Event Center
4. Tuesday, December 9, 2025; 6:30pm
RLC Board of Trustees Meeting
Event Center
5. Saturday-Thursday, December 6-11, 2025
Fall 2025 Semester Exams
All Campuses
6. Friday, December 12, 2025; 11am-1pm
RLC Christmas Party (offices closed during party)
Event Center

7. Monday, January 12, 2026
First Day of Spring 2026 Classes
All Campuses
8. Thursday, February 5, 2026; 12pm
RLC Foundation Board of Directors Meeting
Student Center – PDA
9. Tuesday, February 10, 2026; 3pm-4:30pm
RLC Foundation High Tea
Event Center

V. Executive Session – The Board may go into closed session pursuant to Section 2(c)(1)(9)(11)(21) of the Open Meetings Act.

Subsection (1) appointment, employment, and compensation of specific employees; (9) student discipline; (11) litigation; (21) discussion of executive session minutes

VI. Resume Open Meeting

VII. Approval of Consent Agenda
Consent Items are marked with an asterisk (*)

VIII. Approval of Minutes of the:
October 14, 2025 Executive Session*
October 14, 2025 Board of Trustees Meeting*
November 08, 2025 Annual Board Retreat Meeting*

02 *
10 *

IX. New Business

- | | | |
|----|---|---|
| 15 | * | A. Approval of Revisions to Rend Lake College <i>Policy 3.1110</i> – Computation of Hourly Rate of Pay for Part-Time Employees (Second Reading) |
| 18 | * | B. Approval of Revisions to Rend Lake College <i>Policy 5.1215</i> – Travel Reimbursement (Second Reading) |
| 22 | | C. Review and Acceptance of Revised College Mission Statement and Mission Document |
| | | D. Ratify Award of Student Center Efficiency Project (To Be Provided) |
| 25 | | E. Resolution to Adopt 2025 Tax Levy (Payable 2026) |

- 33 F. Approval of 2026-2027, 2027-2028 and 2028-2029 Academic Calendars.

X. Personnel

- 38 A. Retirement Resignation Professor – English Literature
- 42 B. Ratify the Appointment of Retention and Career Services Specialist
- 44 C. Ratify the Appointment of Competency Based Education Director
- D. Appointment of Coordinator Recreational Center with Assistant Men’s Basketball Coaching and Revisions to Job Description **(To Be Provided)**

XI. Financial Information

- 47 A. Ratification of the Payment of College Expenses including Travel Expense Reimbursements
- 48 B. Financials (INFORMATIONAL)

XII. Reports

1. Academic Council
2. ICCTA Representative
3. Rend Lake College Foundation
4. Accreditation Report
5. Obsolete Equipment

XIII. Public Comment

XIV. President’s Comments

XV. Adjournment

MINUTES

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

October 14, 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 6:29 PM in the Rend Lake College Event Center.

ROLL CALL

Mr. Tony Wielt, Secretary, called the roll.

Those present were:

Mr. John D. Aiken
Mr. Ron Daniels
Mr. Brian Dorris
Mr. Larry Manning
Mr. Tony Wielt
Mr. Henry Meinert (Student Trustee)

Those absent were:

Dr. David Asbery
Mr. Joe Coy

Others present were:

Mrs. Lori Ragland, Dr. Chad Copple, Mr. Henry “Buster” Leeck, Mr. John Gulley, Mrs. Kim Wilkerson, Mrs. Cathy DeJarnette, Mr. Donnie Millenbine, Mrs. Andrea Banach, Mr. Greg Hollmann, Mrs. Amy Epplin, Mrs. Jena Jensik, Mr. Kent McKown, Mr. Brett Crocker, Mrs. Mary Huggins, Mr. Joe Ervin, Mr. Corey Phillips

DEPARTMENT PRESENTATION

Mr. Corey Phillips presented on Auxillary Services which include the Café, Children’s Center, Blended, the Bookstore, and the new RL Confections chocolate lab at SIMA. He highlighted specifics of each facility and attributed the success of each area to the phenomenal staff and their hard work. Mr. Phillips also

gave an overview of those leasing space at the RLC MarketPlace.

GENERAL INFORMATION

ANNOUNCEMENTS

1. Monday -Tuesday, October 20-21; 9am-1pm
Career Day 2025
Event Center
2. Thursday, October 23, 2025; 12pm
RLC Foundation Board of Directors Meeting
PDA – Student Center
3. Friday, October 24, 2025; 8am-4:30pm
CNA Conference
Event Center
4. Thurs-Saturday, November 6-8, 2025; 7pm
Sunday, November 9, 2025; Matinee at 2pm
RLC Fall Play: *Anne of Green Gables*
RLC Theater
5. Friday-Saturday, November 7-8, 2025
Board of Trustees Annual Retreat
Four Seasons, St. Louis
6. Tuesday, November 18, 2025; 6:30pm
RLC Board of Trustees Meeting
Event Center
7. Wednesday, November 19, 2025; 11am-1pm
Thanksgiving Meal for Students, Staff, and Faculty
PDA – Student Center
8. Monday, December 1, 2025; 6:30pm-9pm
Winter Concert
Theater
9. Thursday, December 4, 2025; 6pm-9pm
RLC Foundation 46th Annual Dinner
Event Center

10. Tuesday, December 9, 2025; 6:30pm
RLC Board of Trustees Meeting
Event Center

11. Saturday-Thursday, December 6-11, 2025
Fall 2025 Semester Exams
All Campuses

**MOTION FOR
EXECUTIVE SESSION**

Chairman Manning asked for a motion to move into Executive Session pursuant to Section 2(c)(1)(9)(11)(21). Mr. Aiken made a motion; seconded by Mr. Meinert. On a roll call vote, all voted yes. Student Trustee voted yes. The Board went into executive session at 6:51PM.

RESUME OPEN MEETING

Chairman Manning asked for a motion to reopen the public meeting; Mr. Wielt motioned; seconded by Mr. Daniels. On a roll call vote, all voted yes. Student Trustee voted yes. At 7:20 PM, Chairman Manning reconvened the open session of tonight's meeting.

CONSENT AGENDA

Mrs. Ragland recommended approving the Consent Agenda, which included the following items:

1. September 09, 2025 Executive Session*;
2. September 09, 2025 Board of Trustee Meeting Minutes*;
3. Approval of Revisions to Job Descriptions*;
4. Approval of Revisions to Rend Lake College *Policy & Procedure 3.1715 – Tuition Waivers (Second Reading)**;

Mr. Meinert made a motion to approve the Consent Agenda as recommend; seconded by Mr. Aiken. 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

RESOLUTION OF INTENT
TO LEVY SPECIAL TAX
FOR EDUCATIONAL
AND OPERATIONS

AND MAINTENANCE
PURPOSES PURSUANT
TO 110 ILCS 805, SECTION
3-14.3 OF THE ILLINOIS
COMMUNITY COLLEGE
ACT

Mrs. Ragland recommended to approve a resolution of intent to levy a special tax for educational and operations and maintenance purposes pursuant to 110 ILCS 805, Section 3-14.3 of the Illinois Public Community College Act, as presented, effective October 14, 2025.

As recommended, Mr. Meinert made a motion to approve a resolution of intent to levy a special tax for educational and operations and maintenance purposes pursuant to 110 ILCS 805, Section 3-14.3 of the Illinois Public Community College Act, as presented, effective October 14, 2025. This motion was seconded by Mr. Aiken. On a roll call vote, all voted yes. Student Trustee voted yes.

RESOLUTION
REGARDING ESTIMATED
AMOUNTS NECESSARY
TO BE LEVIED FOR THE
YEAR 2025 PAYABLE 2026

Mrs. Ragland recommended to accept/determine the 2025 Tax Levy (Payable 2026). The proposed tax levy will be filed in accord with the Truth in Taxation compliance laws.

As recommended, Mr. Daniels made a motion to accept/determine the 2025 Tax Levy (Payable 2026). The proposed tax levy will be filed in accord with the Truth in Taxation compliance laws. This motion was seconded by Mr. Meinert. On a roll call vote, all voted yes. Student Trustee voted yes.

APPROVAL OF
REVISIONS TO REND
LAKE COLLEGE POLICY
3.110 – COMPUTATION
OF HOURLY RATE OF

PAY FOR PART-TIME
EMPLOYEES (FIRST
READING)

Mrs. Ragland recommended to approve revisions to Rend Lake College Board *Policy* 3.1110 – Computation of Hourly Rate of Pay for Part-Time Employees, as presented, first reading, effective November 18, 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, as presented, first reading, effective November 18, 2025. This motion was seconded by Mr. Aiken. 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)

Mrs. Ragland recommended to approve revisions to Rend Lake College Board *Policy* 5.1215 – Travel Reimbursement, as presented, first reading, effective November 18, 2025.

As recommended, Mr. Dorris made a motion to approve revisions to Rend Lake College Board *Policy* 5.1215 – Travel Reimbursement, as presented, first reading, effective November 18, 2025. This motion was seconded by Mr. Wielt. On a roll call vote, all voted yes. Student Trustee voted yes.

PERSONNEL
RESIGNATION OF
TRIO PROGRAM
DIRECTOR

Mrs. Ragland recommended to accept with regret the resignation of Mrs. Mallory Modellmog, TRIO Program Director, effective October 03, 2025.

As recommended, Mr. Wielt made a motion to accept with regret the resignation of Mrs. Mallory Modellmog, TRIO Program Director, effective October 03, 2025. This motion was seconded by Mr.

Dorris. On a roll call vote, all voted yes. Student Trustee voted yes.

RETIREMENT
RESIGNATION OF
RECREATIONAL
CENTER AND ASSISTANT
SOFTBALL COACH

Mrs. Ragland recommended to ratify with regret the acceptance of the retirement resignation of Mrs. Laura Johnston, Recreational Center Director and Assistant Softball Coach, effective November 04, 2025.

As recommended, Mr. Dorris made a motion to ratify with regret the acceptance of the retirement resignation of Mrs. Laura Johnston, Recreational Center Director and Assistant Softball Coach, effective November 04, 2025. This motion was seconded by Mr. Daniels. On a roll call vote, all voted yes. Student Trustee voted yes.

APPOINTMENT OF
SOUTHERN ILLINOIS
MANUFACTURING
ACADEMY COORDINATOR

Mrs. Ragland recommended to appoint Ms. Karli Campise as Coordinator – Southern Illinois Manufacturing Academy (SIMA) on a full-time, 50-week, non-tenure track contract at an annual salary of \$70,000, prorated for the remainder of the fiscal year, pending a successful background check and transcript audit, effective October 27, 2025.

As recommended, Mr. Meinert made a motion to appoint Ms. Karli Campise as Coordinator – Southern Illinois Manufacturing Academy (SIMA) on a full-time, 50-week, non-tenure track contract at an annual salary of \$70,000, prorated for the remainder of the fiscal year, pending a successful background check and transcript audit, effective October 27, 2025. This motion was seconded by Mr. Aiken. 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

Mrs. Ragland recommended to ratify the payment of college expenses including travel expense reimbursements as presented.

ICCTA Meetings:

August 7-9, 2025

-Mr. Ron Daniels, ICCTA Regional Representative
\$221.22 (mileage reimbursement underpayment)

September 12-13, 2025

-Mr. Ron Daniels, ICCTA Regional Representative
\$290.00 (mileage reimbursement & per diem)

As recommended Mr. Dorris made a motion to ratify the payment of college expenses including travel expense reimbursements as presented.

ICCTA Meetings:

August 7-9, 2025

-Mr. Ron Daniels, ICCTA Regional Representative
\$221.22 (mileage reimbursement underpayment)

September 12-13, 2025

-Mr. Ron Daniels, ICCTA Regional Representative
\$290.00 (mileage reimbursement & per diem)

This motion was seconded by Mr. Meinert. On a roll call vote, all voted yes. Student Trustee voted yes.

REPORTS

ACADEMIC COUNCIL

Newly elected Academic Council President, Mr. Joe Ervin reported the Academic Council hopes to look forward toward more student focused areas and support through essential non-academic resources that enhance student success and campus life along with course/curriculum items, and reinvigorate subcommittees.

ICCTA REPRESENTATIVE

ICCTA Representative, Mr. Ron Daniels thanked the RLC staff and President Lori Ragland for hosting a very successful event for the Southeast Regional Trustees Meeting in September.

RLC FOUNDATION

Executive Director of Administrative Services, Mrs.

Cathy DeJarnette announced that the RLC Foundation Dinner will be held on Thursday, December 4, 2025.

ACCREDITATION

Vice President of Institutional Effectiveness, Dr. Chad Copple reported on our Quality Initiative project for HLC, the At My Pace (AMP) program. He reported we have a student taking the Welding Tech program in AMP format. We also have the Industrial Maintenance Multi-Tech certificate and just received HLC approval for our Computer-Aided Drafting certificate in AMP format as well.

OBSOLETE EQUIPMENT

Dean of Facilities and Campus Operations, Mr. Donnie Millenbine reported a pitching machine and organ has been sold.

PUBLIC COMMENT

None

PRESIDENT'S COMMENTS

President Lori Ragland reported the prebid meeting for the Allied Health Building will be October 29, 2025. She pointed out the BOT Highlights and congratulated the nursing staff on the nursing program's reaccreditation through 2033. President Ragland also announced a 5% increase in head count attendance.

ADJOURNMENT

There being no other business, at 7:36 PM all Trustees present voted aye in favor of adjourning.

The motion to adjourn was made by Mr. Wielt and seconded by Mr. Aiken.

Chairman

Secretary

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

November 08, 2025

**Four Seasons St. Louis
Mississippi Room
999 N 2nd St.
St. Louis, MO 63102**

CALL TO ORDER

Chairman Manning called the Board of Trustees Retreat meeting to order at 8:33 AM in the Four Seasons St. Louis, Mississippi Room.

ROLL CALL

Mr. Tony Wielt, Secretary, called the roll.

Those present were:

Mr. Larry Manning
Mr. John D. Aiken
Mr. Joe Coy
Mr. Brian Dorris
Mr. Jeff Jones
Mr. Tony Wielt
Mr. Ron Daniels
Mr. Henry Meinert (Student Trustee)

Those absent were:

Dr. David Asbery

Others present were:

Mrs. Lori Ragland, Mr. Chad Copple, Mrs. Cathy DeJarnette, Mrs. Amy Epplin; Mr. John Gulley, Mr. Henry "Buster" Leeck, Mr. Donnie Millenbine, Mrs. Kim Wilkerson

A COPY OF ALL HANDOUTS AND SLIDES ARE AVAILABLE IN THE PRESIDENT'S OFFICE

REND LAKE COLLEGE MINUTES OF NOVEMBER 08, 2025 BOARD RETREAT MEETING

**MOTION FOR
EXECUTIVE SESSION**

N/A

RESUME OPEN MEETING

N/A

INSTITUTIONAL UPDATES

**CTE AND STUDENT SUPPORT
& GRANTS**

Mrs. Kim Wilkerson, Vice President of CTE and Student Support, gave a presentation covering her areas of responsibility.

**ACADEMIC & STUDENT
SERVICES**

Mr. Henry “Buster” Leeck, Vice President of Academic & Student Services, highlighted for the board his areas of responsibility.

**FACILITIES MANAGEMENT
& CAMPUS OPERATIONS**

Mr. Donnie Millenbine, Dean of Facilities Management & Campus Operations, gave an update on several projects currently being worked on as well as upcoming projects.

**FINANCIALS & BUSINESS
OFFICE**

Mr. John Gulley, Vice President of Finance & Auxiliary Services, gave an update on the college’s financial standing and overviewed other areas of his responsibility.

ADMINISTRATIVE SERVICES

Mrs. Cathy DeJarnette, Executive Director of Administrative Services, gave an update on Human Resources, the RLC Foundation, and Event Scheduling.

INSTITUTIONAL UPDATES

INSITUTIONAL RESEARCH

Mrs. Amy Epplin, Dean of Institutional Research, updated the board on her areas of responsibility.

REND LAKE COLLEGE MINUTES OF NOVEMBER 08, 2025 BOARD RETREAT MEETING

INSTITUTIONAL OUTREACH

Mr. Chad Copple, Vice President of Institutional Effectiveness, provided an update on his areas of responsibility. Chad Copple discussed the Higher Learning Commission's revised Criteria for Accreditation, which had become effective Sept. 1, 2025. He noted that considering those changes and the heightened emphasis on mission, a small group was assembled to review RLC's existing mission documents and suggest revisions to ensure we maintain alignment with the revised criteria. The group's suggested revisions were presented to the board. Chad noted that the revised mission is also what the college uses to establish its main strategic focuses as part of the strategic planning process. He explained that the proposed mission revisions had recently been presented to President's Cabinet, which then reviewed the existing strategic focuses and suggested revisions to those as well. These also were presented to the board.

PRESIDENT'S UPDATES

President Lori Ragland provided a comprehensive overview of salaries at Illinois Public Community Colleges across the state, including the ICCB FY2025 salary report, along with additional information she had collected from other local community colleges. She also shared Rend Lake College's Workforce Training Vision and explained what micro-credentials are and are not. Additionally, she shared that Rend Lake College had once again been named as one of the Top 200 U.S. Community Colleges and we would be applying for the 2027 Aspen Price for Community College Excellence.

ADJOURNMENT

There being no other business, Mr. Coy made a motion at 2:40 PM to adjourn, seconded by Mr. Daniels. All trustees present voiced aye in favor of adjourning.

Chairman

REND LAKE COLLEGE MINUTES OF NOVEMBER 08, 2025 BOARD RETREAT MEETING

Secretary

NEW BUSINESS

**APPROVAL OF REVISIONS TO
REND LAKE COLLEGE BOARD *POLICY* 3.1110 –
COMPUTATION OF HOURLY RATE OF PAY FOR
PART-TIME EMPLOYEES
(SECOND READING)**

Rend Lake College Board of Trustees

November 18, 2025

RECOMMENDATION: To approve revisions to Rend Lake College Board *Policy* 3.1110 – Computation of Hourly Rate of Pay for Part-Time Employees, as presented, second reading, effective November 18, 2025.

RATIONALE: This policy is being revised to better serve the needs of the institution by enabling greater flexibility in hourly wage rates for part-time specialized skilled laborers.

EFFECTIVE DATE: November 18, 2025

3.1110 Computation of Hourly Rate of Pay for Part-Time Employees

POLICY

The hourly rate of pay for all part-time employees shall be established by the Board based upon recommendations from the President.

Classification 1 Part-time Instructors (Credit Classes which require a reasonable amount of both prep and post teaching time and which are not paid on a documented per hour basis.)

(The following schedule is predicated upon a part-time instructor teaching a minimum of one (1) semester per year, attending all required meetings, demonstrating overall support of the College, and receiving positive evaluations.)

<u>Step</u>	<u>Semesters Taught</u>	<u>Rate</u>
1	0-19	\$36.00
2	20+	\$38.00

During any one (1) academic year (consisting of a Fall, Spring, and Summer term), if a part-time faculty fails to teach for the College, in any capacity, the individual will be returned to Step 1 of the schedule.

Classification 2 Part-time Instructional Trainers or Instructional Supervisors (Credit Classes which require minimal amount of either prep or post teaching time and which are paid at a hourly rate of pay based upon documented hours worked).

Hourly rates of pay will be based upon the trainer or supervisor's educational experience and prior work experience. Deans will be required to secure the approval of hourly rate of pay from the appropriate Vice President prior to the employment of the part-time trainer or supervisor.

Classification 3 Community Education Instructors (non-credit) \$20.00/hour

Classification 4 Part-time Teacher Aide – Children's Center \$15.00/hour

Classification 5 Part-time Applied Music Instructors/ \$30.00/hour

Classification 6	Part-time Tutors & Educational Support Specialists	
	HS grad	Minimum Wage
	Associate degree	\$16.00/hour
	Bachelor's degree ±	\$18.00 /hour
	Master's degree +	\$20.00/hour

Classification 7 **Hourly rates of pay will be based upon the specialized skilled laborer's educational experience and/or prior work experience. Approval of hourly rate of pay from the appropriate Vice President will be required prior to the employment of the part-time specialized skilled laborers.**

Part-time Specialized Skilled Laborers **\$17.00 to** \$25.00/hour

Classification 8 Part-time Computer Specialists \$20.00/hour

Classification 9	Part-time Food Service Managers	\$17.00/hour
Classification 10	Part-time Library Specialists	\$15.00/hour
Classification 11	Part-time Maintenance, Custodial, Grounds	\$17.00/hour
Classification 12	Part-Time Office Support Specialists	\$15.00/Hour
Classification 13	Part-time Lab Assistants	\$15.00/Hour
Classification 14	Student Workers	\$15.00/hour
Classification 15	Part-time Assistant Teacher - Children's Center (possessing an Associate Degree in child care or higher credentials)	\$17.00/hour
Classification 16	Part-time Retail	\$15.00/Hour
Classification 17	Part-time Food Service	\$15.00/Hour
Classification 19	Part-time Security Officer	\$17.00/hour
Classification 20	Part-time Police Officer (graduate of Illinois Training and Standards Board)	\$20.00/hour

These hourly wages will apply to those employees paid out of institutional funds. Any deviations from the above schedule for positions paid from institutional or grant funds must be approved in advance by the President and Vice President Finance & Auxiliary Services.

**APPROVAL OF REVISIONS TO
REND LAKE COLLEGE *POLICY* 5.1215 – TRAVEL
REIMBURSEMENT
(SECOND READING)**

Rend Lake College Board of Trustees

November 18, 2025

RECOMMENDATION: To approve revisions to Rend Lake College Board *Policy* 5.1215 – Travel Reimbursement, as presented, second reading, effective November 18, 2025.

RATIONALE: This policy is being revised to better serve the needs of the institution.

EFFECTIVE DATE: November 18, 2025

5.1215 Travel Reimbursement

POLICY

Administrative Staff

Reimbursement for expenses incurred for travel connected with attendance at meetings, conventions and other college business will be made in the following manner:

1. Travel to conferences and meetings must be approved in advance by the appropriate Dean or PELT member.
2. The Accounts Payable Department will be responsible for making flight or train arrangements using the college credit card. After an employee is given permission to travel, the employee should contact the Accounts Payable Department to arrange a time to meet to purchase tickets online in the Accounts Payable Specialist's office. The Accounts Payable Department will be responsible for securing the most reasonable and cost-effective travel arrangements. The maximum amount of reimbursement for travel expenses will be at the lesser cost of either the mileage associated with travel to and from the event if the use of a personal car has been approved by the applicable PELT member, the costs for the expense of a train ticket at a reasonable time and location, or a flight secured at a reasonable time and location and which is the most cost-effective. Once the travel arrangements have been made, the AP Specialist will instruct the employee to create a requisition /purchase order for the cost. As much advanced notice as possible should be given to aid in obtaining the most equitable pricing.
3. For vehicle travel, employees are required to use a College-owned vehicle if a vehicle is available. If an employee chooses to use the employee's own vehicle when a College-owned vehicle is available, then the employee will not be entitled to mileage reimbursement unless permission is received from the applicable PELT member. If a personal vehicle is used, reimbursement for mileage will be at a rate equal to the IRS mileage reimbursement rate and will be paid in accordance with Rend Lake College Policy 5.1505 (Vehicle Usage for College Travel).
4. Arrangements for lodging, meals, rental vehicles, and registration expenses will be arranged by individual employee or department in advance whenever possible through standard purchasing procedures. When making lodging reservations, the employee / department will be responsible for securing the most reasonable and cost-effective accommodations.

The employee may also request a cash advance and / or use a personal credit card to make hotel reservations. The employee / department will be responsible for ensuring that the arrangements were made in the most reasonable and cost-effective manner possible. Reimbursement for the expenses will follow the established procedure.

Reimbursement for lodging will be paid at the single-room rate and may include up to one day prior to the meeting and one day following the meeting. Meal and incidental expenses will be paid at the applicable maximum per diem Federal Rates (other assumable expenses must be accompanied with receipts). A complete listing of all per diem rates and corresponding meal allocations on a per city basis can be found online. Internal Revenue Service guidelines stipulate that if the city to which the employee traveled does not appear on the established list, individuals are to use the standard per diem rate allocations. Meal and incidental expenses may include up to one day prior to the meeting and one day following the meeting. Travel reimbursements which are subject to lower grant limitations may be reimbursed at those lower limitations. Per diem rates and regulations for meals and incidentals are as follows:

Breakfast: Payable when an employee is in travel status and leaves the college or residence (if reporting directly to the destination) at or before 6:00 a.m.

Lunch: Payable when an employee is on travel status and leaves the college at or before 10:00 a.m.

Dinner: Payable when an employee is on travel status and arrives back at the college or residence (if reporting directly from destination) at or after 7:00 p.m.

(The established meals and incidentals allotment includes and defines incidental expenses as tips for porters, baggage carriers, bellhops, hotel maids, hotel servants in foreign countries, and stewards or stewardesses and others on ships.) Other associated travel costs such as parking and cab fares are to be accompanied by a receipt.

No per diem meal is allowed if the meal is included in a conference registration fee. Per diem meal allowances are only allowed if they are ordinary and necessary expenses of traveling away from home for business purposes. Traveling away from home must meet the following Internal Revenue Service guidelines: 1) Your duties require you to be away from the general area of your tax home (Rend Lake College) substantially longer than an ordinary day's work and 2) You need to get sleep or rest to meet the demands of your work while away from home. Receipts do not have to be submitted for meal per diem.

In the event that an employee requests reimbursement for meals during a meeting with a client(s) (i.e. recruits, community members, campus visitors, etc.), reimbursements will be based upon actual meal charges and an itemized receipt showing what was purchased must be submitted for payment. No request for reimbursement will be accepted if the receipt includes charges for alcoholic beverages.

Reimbursement for entertainment expenses (which includes but is not limited to shows, amusements, theaters, sporting events, or any other place of public or private entertainment) is prohibited.

The maximum allowable reimbursement for travel related expenses are as follows:

Type of Expense	Maximum Allowable Reimbursement
Mileage	IRS mileage reimbursement rate
Lodging	\$100 above the applicable CONUS Per Diem Rate (<u>or the conference rate when travel is for the purpose of a conference and approved by a PELT member</u>) (Actual receipt required)
Meals & Incidentals	Applicable CONUS Per Diem Rate
Meal expense incurred during College-related business meetings	Actual (receipt required)
Commercial Carrier	Most reasonable and cost effective (receipt required)
Train or Bus	Most reasonable and cost effective (receipt required)
Parking, Taxi, Tolls, etc.	Actual (receipt required)
Conference / Registration Fees	Actual (receipt required)

In the event that an employee's travel expenses exceed the allowable limits, the expenses will be approved by roll call vote at an open meeting of the Board of Trustees.

The travel expense requisition / purchase order shall be submitted ten (10) days from the date of travel, or no later than the end of the month. Approval by the Vice President of Finance and

Auxiliary Services will be required for travel expense vouchers that are not submitted within thirty (30) days of the date of travel. Under no circumstance will travel expense vouchers be reimbursed if submitted beyond sixty (60) days of the date of travel. Accounts Payable may reduce approved travel expense vouchers and expense checks with amounts outstanding from prior advances for the traveler for the net amount due.

Part-time Employees

Part-time employees will not be reimbursed for mileage associated with travel costs to and / or from either their home site or to and / or from their primary work location. Any exception to this procedure must have the approval of both the President and the Vice-President of Finance and Auxiliary Services.

REVIEW AND ACCEPTANCE OF REVISED COLLEGE MISSION STATEMENT AND MISSION DOCUMENT

Rend Lake College Board of Trustees

November 18, 2025

RECOMMENDATION: To review and accept the revised College Mission Statement and mission document, as provided.

RATIONALE: Annual board review of our mission documents was adopted as part of the strategic planning process in order to keep the mission prevalent in the college's regular operations and to meet the Higher Learning Commission's accreditation requirements. A group was assembled to review and recommend changes to the mission documents, presented here.

EFFECTIVE DATE: November 18, 2025

COLLEGE MISSION

MISSION

The mission statement is the essential purpose of the college from which all college activities originate:

~~Rend Lake College provides accessible, high-quality educational opportunities which empower a diverse student population to achieve their goals and contribute to their communities.~~
~~Rend Lake College provides educational opportunities across cultural and economic boundaries to the diverse student population we serve.~~ We are committed to our students' success in achieving their educational, academic and career goals and to meeting ~~our~~ community focused program objectives the workforce and training needs of our community. With Rend Lake College, student journeys start here.

Value Statement:

In serving our students and community, we are student-focused, authentic, and resourceful.

INSTITUTIONAL OUTCOMES

Rend Lake College has adopted four essential learner outcomes, fundamental learning objectives embedded in every program of study, that all degree-completing students should be able to demonstrate. ~~They~~ These are ~~as follows~~:

Critical Thinking: Demonstrate the ability to think in a self-directed, reflective manner when understanding, evaluating, and solving problems.

Problem-Solving: Demonstrate the ability to resolve computational problems.

Oral Communication: Demonstrate the ability to communicate clearly, concisely, and effectively through verbal and non-verbal language.

Written Communication: Demonstrate the ability to communicate clearly, concisely, and effectively through written language.

WHO WE ARE

~~The College~~Institutional history defines the College from the perspective of organization and assets; however, the ~~personnel people~~ who operate within the college systems and manage those assets are the primary element for successful education. ~~Rend Lake College~~We believes all employees, regardless of their job description, are part of each student's education. Administrative, community outreach, student service, and physical plant personnel all support the student learning process. Our instructors are primary points of contact with the Rend Lake College educational experience. These educators are generally organized into four divisions: Allied Health; Applied Science & Technology; Arts and Sciences; and Community & Corporate Education. Whether in a supporting role or as a direct point of contact, each college employee draws upon professional expertise and academic accomplishment to promote the success of every student.

WHO WE SERVE

Student-centered colleges are best defined by who they serve. An understanding of the distinctiveness of our ~~College's~~ student population allows us to effectively meet the goals of our programs and succeed in our mission. RLC is committed to fair treatment, access, opportunity and advancement for all students, faculty, and staff, while striving to identify and eliminate barriers that have prevented the full participation of some groups.

Diversity of Culture

~~Traditionally, Rend Lake College can be characterized as serving a relatively homogenous, rural, small-town culture.~~ ThisOur population's cultural distinctiveness is centered on age and socioeconomic status more than diverse ethnic origin. As global connectivity broadens, so too do ~~Rend Lake College's~~our program offerings. We continue to serve groups with diverse characteristics, such as:

- Age
- Disability
- Gender
- National origin
- Race/ethnicity
- Religion
- Socioeconomic status
- Special populations

Diversity of Purpose

Rend Lake College provides general, transfer, and career technical education to both traditional and non-traditional students through the use of reciprocal agreements; regional, state, and national education programs; dual-credit high school classes; and ~~the endorsement of international students to help broaden our base opportunities for civic engagement. Rend Lake College offers~~ We offer skill and trade opportunities for students seeking employment and economic mobility. ~~Additionally, Rend Lake College~~ We also provides professional and personal fulfillment as well as growth through community and corporate education classes.

Often, an individual's purpose for engaging with the college is a combination of factors such as:

- Career Retraining
- Economic Mobility
- Enrichment / Hobby
- Lifelong Learning
- Discovery / Curiosity
- Educational Requirements
- Healthy Lifestyle
- New / Enhanced Skills

Definition of Equity

~~Equity is the guarantee of fair treatment, access, opportunity and advancement for all students, faculty, and staff, while at the same time striving to identify and eliminate barriers that have prevented the full participation of some groups.~~

Neurodiversity Statement

Rend Lake College values neurodiversity, including conditions such as autism, ADHD, dyslexia, and dyspraxia, as a crucial aspect of human variation that enhances our educational journey and community. Our commitment is to foster a supportive environment where neurodivergent individuals are acknowledged, respected, and enabled to unleash their full capabilities.

Working together, we can create a brighter future for all individuals, including those with neurodivergent conditions, by providing them with the necessary resources, support, and opportunities for success in and out of the classroom. Our commitment to embracing neurodiversity and learning more about its impact will bring positive outcomes for everyone involved.

COMMON OUTCOME

Regardless of the ~~diverse~~ cultural backgrounds, purposes or origins of our constituents, Rend Lake College serves each individual equally with an open admission policy and an opportunity for success. Furthermore, Rend Lake College is united by the shared commitment of students, faculty, staff, and community to meet its institutional, educational, and program objectives.

RESOLUTION TO ADOPT 2025 TAX LEVY (PAYABLE 2026)

Rend Lake College Board of Trustees

November 18, 2025

RECOMMENDATION: To adopt the 2025 Tax Levy (Payable 2026). The proposed tax levy will be filed in accord with the Truth in Taxation compliance laws.

RATIONALE: The proposed taxes to be levied for tax year 2025 payable 2026 will be as follows:

	<u>2024 Payable 2025</u>	<u>2025 Payable 2026</u>	<u>Percentage Incr/(Dec)</u>
Corporate and Special Purpose	\$5,366,577	\$6,600,754	23.00%
Debt Service	<u>\$3,921,103</u>	<u>\$3,386,613</u>	
TOTAL	\$9,287,680	\$9,987,367	7.53%

Due to the fact that the amount of the proposed corporate and special purpose tax levy is greater than 105% of the prior year's levy, Rend Lake College published a notice of tax increase and conducted a Truth in Taxation hearing.

The Truth in Taxation hearing was held in the Warrior Lounge at Rend Lake College, 468 N Ken Gray Parkway, Ina, IL on Tuesday, November 18, 2025, at 6:30 PM.

CERTIFICATE OF TAX LEVY

Community College District No. 521 Counties of Franklin, Hamilton, Jefferson, Perry, Washington, Wayne, White, & Williamson
Community College District Name: Rend Lake College and State of Illinois

We hereby certify that we require:

the sum of \$ <u>3,869,032</u>	to be levied as a tax for educational purposes (110 ILCS 805/3-1), and
the sum of \$ <u>959,758</u>	to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and
the sum of \$ <u>537,464</u>	to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and
the sum of \$ <u>853,500</u>	to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 109-107), and
the sum of \$ <u>160,000</u>	to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 & 5/21-110.1), and
the sum of \$ <u>71,000</u>	to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and
the sum of \$ <u>150,000</u>	to be levied as a special tax for Protection, Health, and Safety purposes (110 ILCS 805/3-20.3.01), on the taxable property of our community college district for 2025.

Signed this 18th day of November, 2025

Chairman of the Board of Rend Lake College District 521

Secretary of the Board of Rend Lake College District 521

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

The Number of bond issue of said community college district which have not been paid in full is -THREE (SERIES 2020B, 2023A, & 2023B).

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT

This is to certify that the Certificate of Tax Levy for Community College District No. 521 Counties of Franklin, Hamilton, Jefferson, Perry, Washington, Wayne, White, and Williamson, and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2025 Payable 2026 was filed in the office of the County Clerk of this county on _____, 2025.

In addition to an extension of taxes authorized by levies made by the board of the said community college district additional extension(s) may be made and authorized by resolutions(s) on file in this office to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolutions(s), for said purpose for the year 2025 Payable 2026 is \$ 3,386,613.

Said community college district also has complied with the requirements of Chapter 120 (Paragraph 643, Section 162).

County Clerk & County

Date

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE
YEAR 2025 PAYABLE 2026**

WHEREAS, the Truth in Taxation Act requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2024 was as follows:

Education Purposes	<u>\$3,431,662.00</u>
Operation & Maintenance Purposes	<u>\$ 842,915.00</u>
Local Governmental & Governmental Employees Tort Immunity Act	<u>\$ 730,000.00</u>
Social Security & Medicare Insurance Purposes	<u>\$ 156,500.00</u>
Audit Purposes	<u>\$ 55,500.00</u>
Protection, Health, & Safety Purposes	<u>\$ 150,000.00</u>
<u>TOTAL</u>	<u>\$ 5,366,577.00</u>

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2025 is as follows:

Education Purposes	<u>\$3,869,032.00</u>
Operation & Maintenance Purposes	<u>\$ 959,758.00</u>

Additional Tax for Educational & Maintenance Purposes	<u>\$ 537,464.00</u>
Local Governmental & Governmental Employees Tort Immunity Act	<u>\$ 853,500.00</u>
Social Security & Medicare Insurance Purposes	<u>\$ 160,000.00</u>
Audit Purposes	<u>\$ 71,000.00</u>
Protection, Health, & Safety Purposes	<u>\$ 150,000.00</u>
<u>TOTAL</u>	<u>\$ 6,600,754.00</u>

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees, Rend Lake College District No. 521, Counties of Jefferson, Franklin, Hamilton, Perry, Wayne, White, Williamson, and Washington, State of Illinois, as follows:

Section 1: The aggregate amount of Corporate and Special Purpose taxes estimated to be levied for the year 2025 Payable 2026 is **\$6,600,754.00.**

Section 2: The aggregate amount of taxes, exclusive of election costs and bond and interest costs, estimated to be levied for the year 2025 Payable 2026 does exceed 105% of the taxes extended by the district in the year 2024 Payable 2025.

Section 3: In light of Section 2 above, the provisions of Sections Five through Seven of the Truth in Taxation Act do apply to the adoption of the 2025 aggregate levy, and the district published notice of and conducted a hearing thereon.

Section 4: Public notice was given in the Washington County News, The Marion Republican, Mt. Vernon Sentinel, Wayne County Press, McLeansboro Gazette, Franklin County Gazette, Weekly-Press, and Carmi Hometown Register, being newspapers of general circulation published in each county in which any part of the district is located; posted on a page accessible through a direct link from the district's homepage; and a public hearing was held, all in the manner and time prescribed in said notice, which notice was published not more than 14 days nor less than 7 days prior to said hearing, and was not less than 1/8 page in size, with no smaller than twelve (12) point, enclosed in black border not less than ¼ wide and in substantially the following form:

Notice of Proposed Property Tax Increase for Rend Lake College District 521.

I. A public hearing to approve a proposed property tax levy increase for Rend Lake College District 521 for 2025 will be held on November 18, 2025, at 6:30 PM at the Rend Lake College Event Center Warrior Lounge, 468 N Ken Gray Parkway, Ina, IL 62846.

Any person desiring to appear at the public hearing and present testimony to the taxing district

may contact John Gulley, Vice President of Finance and Auxiliary Services, Rend Lake College, 468 N Ken Gray Parkway, Ina, IL 62846; 618-437-5321.

II. The corporate and special purpose property taxes extended or abated for 2024 were \$5,366,577.

The proposed corporate and special purpose property taxes to be levied for 2025 are \$6,600,754. This represents a 23% increase over the previous year.

III. The property taxes extended for debt service and public building commission leases for 2024 were \$3,921,103.

The estimated property taxes to be levied for debt service and public building commission leases for 2025 are \$3,386,613. This represents a 13.6% decrease over the previous year.

IV. The total property taxes extended or abated for 2024 were \$9,287,680.

The estimated total property taxes to be levied for 2025 are \$9,987,367. This represents a 7.53% increase over the previous year.

Section 5: The sum of three million, eight hundred sixty nine thousand, thirty two dollars (\$3,869,032) to be levied for Educational Purposes; the sum of nine hundred fifty nine thousand, seven hundred fifty eight dollars (\$959,758) to be levied for Operations and Maintenance Purposes; the sum of five hundred thirty seven thousand, four hundred sixty four dollars (\$537,464) to be levied as an additional tax for educational and operations and maintenance purposes; eight hundred fifty three thousand, five hundred dollars (\$853,500) to be levied for the purpose of Local Governmental and Governmental Employees Tort Immunity Act; the sum of one hundred sixty thousand dollars (\$160,000) to be levied for the purpose of a special tax for Social Security and Medicare Insurance; the sum of seventy one thousand dollars (\$71,000) to be levied for Audit Purposes; and the sum of one hundred fifty thousand dollars (\$150,000) to be levied for the purpose of Protection, Health, and Safety for the year 2025 to be collected in the year 2026 to be allocated 100% for the Fiscal Year 2027.

Section 6: A Resolution of Intent to Levy Special Tax for Educational and Operations and Maintenance Purposes pursuant to 110 ILCS 805, Section 3-14.3 of the Illinois Public Community College Act was adopted by the Board of Trustees at its regularly scheduled meeting on October 14, 2025, following notification of eligibility by the Illinois Community College Board. On October 23, 2025, the district caused publication of the resolution in The Sentinel, a newspaper published in the District. The publication included notice of the specific number of voters required to sign a petition requesting that the proposition of the adoption of the resolution be submitted to the voters of the district, the time in which the petition must be filed, and the date of the prospective referendum.

Section 7: This resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this 18th day of November, 2025.

BOARD OF TRUSTEES
REND LAKE COLLEGE DISTRICT NO. 521
COUNTIES OF JEFFERSON, FRANKLIN,
HAMILTON, PERRY, WAYNE, WHITE,
WILLIAMSON, AND WASHINGTON
STATE OF ILLINOIS

ATTEST

BY

Secretary

Chairman

REND LAKE COLLEGE

DISTRICT NO. 521

2025 PAYABLE 2026 TAX LEVY RESOLUTION

On November 18, 2025, the Board of Trustees of Illinois Community College District No. 521 (Rend Lake College) formally adopted the 2025 payable 2026 Tax Levy as follows:

_____ made a motion
To adopt the 2025 payable 2026 tax levy as presented.

_____ seconded the
Motion.

The roll call vote was as follows:

Asbery	_____
Wielt	_____
Dorris	_____
Aiken	_____
Coy	_____
Manning	_____
Daniels	_____

A copy of the adopted tax levy is enclosed.

Secretary, Board of Trustees

Chairman, Board of Trustees

CERTIFICATE OF COMPLIANCE WITH THE TRUTH IN TAXATION ACT

I, the undersigned, do hereby certify that I am the Chairman of the Board of Trustees of Rend Lake College District No. 521, Counties of Jefferson, Franklin, Hamilton, Perry, Wayne, White, Williamson, and Washington, State of Illinois; and

I do further certify that the Board of Trustees of said District adopted a “Resolution Regarding Estimated Amounts Necessary to be Levied for the Year 2025 Payable 2026” at a regularly convened meeting held on the 14th day of October, 2025, said date being at least twenty (20) days preceding the adoption of the aggregate tax levy of the district; and

I do further certify that the estimated amount of taxes necessary to be levied for the year 2025, and the aggregate tax levy of said district for 2025 as adopted, did exceed 105% of the amounts extended or estimated to be extended, exclusive of election costs and bond and interest costs, upon the levy of the district for 2024. Therefore the taxing district published a notice in the newspaper and conducted a hearing meeting the requirements of the Truth in Taxation Law.

CHAIRMAN
BOARD OF TRUSTEES
REND LAKE COLLEGE DISTRICT NO. 521
COUNTIES OF JEFFERSON, FRANKLIN,
HAMILTON, PERRY, WAYNE, WHITE,
WILLIAMSON, AND WASHINGTON.
STATE OF ILLINOIS

APPROVAL OF 2026–2027, 2027–2028 AND 2028–2029 ACADEMIC CALENDARS

Rend Lake College Board of Trustees

November 18, 2025

RECOMMENDATION: To approve the 2026-2027, 2027-2028 and 2028-2029 Academic Calendars as presented.

RATIONALE: The attached calendars fulfill the requirements set forth for Rend Lake College by the Illinois Community College Board, RLC Board policy, and the faculty contract.

EFFECTIVE DATE: November 18, 2025

ACADEMIC CALENDAR

2026-2027

FALL SEMESTER 2026

Faculty Orientation	Thursday, August 13
Student Learning Day (Faculty)	Friday, August 14
First Day of Classes	Monday, August 17
Labor Day Holiday.....	Monday, September 7
Fun Fest (no classes 11:00 AM – 1:00 PM).....	Wednesday, September 16
Midterm	Friday, October 9
Columbus Day Holiday.....	Monday, October 12
In-Service (no classes day or night - on or off campus).....	Tuesday, October 13
Veteran's Day Holiday	Wednesday, November 11
No Night Classes	Wednesday, November 25
Thanksgiving Holiday	Thursday-Saturday, November 26-28
Last Day of Regular Classes.....	Friday, December 4
Semester Exams.....	Saturday-Thursday, December 5-10

INTERSESSION

5 Week Intercession.....	Monday, December 14- Friday, January 15
(Online Courses Only)	

SPRING SEMESTER 2027

Student Learning Day (Faculty).....	Friday, January 8
First Day of Classes	Monday, January 11
Martin Luther King's Birthday	Monday, January 18
President's Day	Monday, February 15
In-Service (no classes day or night - on or off campus).....	Tuesday, February 16
Midterm	Friday, March 5
Spring Break (offices open Monday-Friday)	Monday-Saturday, March 8-13
Good Friday Holiday.....	Friday, March 26
Last Day of Regular Classes.....	Friday, May 7
Semester Exams.....	Saturday-Thursday, May 8-13
Commencement.....	Saturday, May 15

SUMMER SEMESTER 2027

First Day of Classes	Monday, June 7
Juneteenth (observed).....	Friday, June 18
Midterm	Friday, July 2
Independence Day (observed)	Monday, July 5
Last Day of Classes	Friday, July 30

ACADEMIC CALENDAR

2027-2028

FALL SEMESTER 2027

Faculty Orientation	Thursday, August 12
Student Learning Day (Faculty)	Friday, August 13
First Day of Classes	Monday, August 16
Labor Day Holiday.....	Monday, September 6
Fun Fest (no classes 11:00 AM – 1:00 PM).....	Wednesday, September 15
Midterm	Friday, October 8
Columbus Day Holiday.....	Monday, October 11
In-Service (no classes day or night - on or off campus).....	Tuesday, October 12
Veteran's Day Holiday	Thursday, November 11
No Night Classes	Wednesday, November 24
Thanksgiving Holiday	Thursday-Saturday, November 25-27
Last Day of Regular Classes.....	Friday, December 3
Semester Exams.....	Saturday-Thursday, December 4-9

INTERSESSION

5 Week Intercession.....	Monday, December 13- Friday, January 14
(Online Courses Only)	

SPRING SEMESTER 2028

Student Learning Day (Faculty).....	Friday, January 7
First Day of Classes	Monday, January 10
Martin Luther King's Birthday	Monday, January 17
President's Day	Monday, February 21
In-Service (no classes day or night - on or off campus).....	Tuesday, February 22
Midterm	Friday, March 3
Spring Break (offices open Monday-Friday)	Monday-Saturday, March 6-11
Good Friday Holiday.....	Friday, April 14
Last Day of Regular Classes.....	Friday, May 5
Semester Exams.....	Saturday-Thursday, May 6-11
Commencement.....	Saturday, May 13

SUMMER SEMESTER 2028

First Day of Classes	Monday, June 5
Juneteenth.....	Monday, June 19
Midterm	Friday, June 30
Independence Day	Tuesday, July 4
Last Day of Classes	Friday, July 28

ACADEMIC CALENDAR

2028-2029

FALL SEMESTER 2028

Faculty Orientation	Thursday, August 10
Student Learning Day (Faculty)	Friday, August 11
First Day of Classes	Monday, August 14
Labor Day Holiday.....	Monday, September 4
Fun Fest (no classes 11:00 AM – 1:00 PM).....	Wednesday, September 20
Midterm	Friday, October 6
Columbus Day Holiday.....	Monday, October 9
In-Service (no classes day or night - on or off campus).....	Tuesday, October 10
Veteran's Day Holiday	Friday, November 10
No Night Classes	Wednesday, November 22
Thanksgiving Holiday	Thursday-Saturday, November 23-25
Last Day of Regular Classes.....	Friday, December 1
Semester Exams.....	Saturday-Thursday, December 2-7

INTERSESSION

5 Week Intercession.....	Monday, December 11- Friday, January 12
(Online Courses Only)	

SPRING SEMESTER 2029

Student Learning Day (Faculty).....	Friday, January 5
First Day of Classes	Monday, January 8
Martin Luther King's Birthday	Monday, January 15
President's Day	Monday, February 19
In-Service (no classes day or night - on or off campus).....	Tuesday, February 20
Midterm	Friday, March 2
Spring Break (offices open Monday-Friday)	Monday-Saturday, March 5-10
Good Friday Holiday.....	Friday, March 30
Last Day of Regular Classes.....	Friday, May 4
Semester Exams.....	Saturday-Thursday, May 5-10
Commencement.....	Saturday, May 12

SUMMER SEMESTER 2029

First Day of Classes	Monday, June 4
Juneteenth.....	Tuesday, June 19
Midterm	Friday, June 29
Independence Day	Wednesday, July 4
Last Day of Classes	Friday, July 27

PERSONNEL

**RATIFY ACCEPTANCE OF RETIREMENT
RESIGNATION
ENGLISH LITERATURE PROFESSOR**

Rend Lake Board of Trustees

November 18, 2025

RECOMMENDATION: To ratify with regret the acceptance of the retirement resignation of Ms. Peggy Davis, English Literature Professor, effective December 31, 2025.

EFFECTIVE DATE: December 31, 2025



November 12, 2025

REND LAKE COLLEGE

468 N KEN GRAY PKWY
INA, ILLINOIS 62846

(618) 437-5321

www.rlc.edu

Lori Ragland
President
Rend Lake College
468 North Ken Gray Parkway
Ina, IL 62846

Subject: Intention to Retire

Dear President Ragland:

I am writing to inform you of my decision to retire. My last day of employment will be December 31, 2025, with a retirement date of January 1, 2026

I am honored to have been a faculty member of Rend Lake College since 1993, teaching literature classes as well as composition classes. I have experienced such pride over the years to be a part of our RLC community.

That pride begins with the students, those who have worked so hard and who have trusted me with some of their most sensitive and heartbreaking experiences, who shared their humor and pain, and have, in some cases, become family. When I think of my close circle of family and friends, it is amazing to me how many of those relationships can be traced to Rend Lake College.

Those relationships would not have been possible without the college's focus on student engagement and our centering of the student as a whole in all policies and curriculums, not letting the view of student-as-consumer overshadow the acknowledgement of that student as a unique individual with the capacity to not only learn but to teach the teachers. I have watched and admired our willingness to meet students where they are, as we have respected their diverse needs, backgrounds, and aspirations, going on to form partnerships in a welcoming community where all can feel equally valued, accepted, and included. I am so proud (I do not apologize for repeating this word) to have known caring administration, faculty, and staff who have upheld excellence even when, over the years, the very cornerstones of education have come under attack in the form of policy and budget impasses.

The college has also provided me with academically and personally enriching experiences I would not have had otherwise. Because of RLC, I was able to get on a plane for the first time at the age of 50 as part of *The Big Read* initiative. RLC then gave me the opportunity to spend a

semester with students in Canterbury, England, through our international study partnership. These opportunities opened up a whole new world for me.

I have also loved serving the RLC community as the Faculty Editor of Lake (which I am leaving in very capable, and more organized, hands), the Faculty Advisor for the Rend Lake College Creative Writing Club, and the facilitator of the Fiction/Poetry Reading Series through the Cultural Committee/Diversity, Equity, and Inclusion Committee/ Community Enrichment Committee. These are just a few of my roles at the college.

Indeed, as I sit here writing this letter, so many memories fight for space:

John Homan conducting my interview for part-time work in the hallway of the North Oasis and handing me the textbook for the class before I quite realized I had been hired; Chris Kuberski heading a choir to announce in song that Rebecca and I had been hired as a full-time instructors; the wit of the famous Steve Tietz memos/emails; Buster pretending to come to me for advice (which he has yet to take); Greg's contagious, upbeat attitude; all of us having lunch and laughing until we cried at Cathy Cross and Rob Little stories; Sarah suddenly realizing and announcing to all in an early-morning meeting that she wasn't wearing socks; Therese wreaking havoc but also bringing passion; the support I felt during a time of devastating sorrow; the plays and musicals, the art auctions, the committees, the parties, some very notable Foundation Dinners and In-Services, the student conferences, the visiting readers, and, yes, the trillion (probably an underestimation) essays and the dread Other-Duties-As-Assigned. And Oh, My God, I almost forgot Assessment.

And now, today, thinking that I really need to start packing up my very homey (cluttered) office ...all of this and more has passed in the blink of an eye. I can't express how much I appreciate that my RLC community has been there for all the joys and sorrows that have formed all these years.

I am excited for retirement, but I will take these memories and more with me.

Sincerely,

A handwritten signature in cursive script, reading "Peggy Davis". The signature is written in dark ink and is positioned above the printed name.

Peggy Davis
Professor of English/Literature
Rend Lake College



REND LAKE COLLEGE

468 N. Ken Gray Pkwy
Ina, IL 62846
618.437.5321 • www.rlc.edu

OFFICE OF THE PRESIDENT

November 13, 2025

Ms. Peggy Davis
[REDACTED]
[REDACTED]

Dear Peggy,

I am in receipt of your retirement resignation letter dated November 12, 2025, resigning from your position as English Literature Professor. I acknowledge the date of your retirement to be January 1, 2026, with your last day of work to be December 31, 2025.

I accept with regret your resignation on behalf of the Board of Trustees and wish you well in retirement.

Sincerely,

A handwritten signature in blue ink, reading "Lori Ragland".

Lori Ragland
President

LR/mh

cc: Human Resources

RATIFY THE APPOINTMENT OF RETENTION AND CAREER SERVICES SPECIALIST

Rend Lake College Board of Trustees

November 18, 2025

RECOMMENDATION: To ratify the appointment of Ms. Misty Bradley as Retention and Career Services Specialist on a full-time, 50-week, non-tenure track contract at an annual salary of \$37,000 prorated for the remainder of the fiscal year, effective November 3, 2025.

RATIONALE: Ms. Bradley's previous experience and educational background align well with the requirements of the position. Ms. Bradley has the knowledge and practical skills necessary for success in the Retention and Career Services Specialist position.

EFFECTIVE DATE: November 3, 2025

If Employment:

JOB TITLE: Retention and Career Services Specialist

SALARY: \$37,000

CLASSIFICATION : Academic Support

OF WEEKS: 50

TENURE TRACK: Yes _____ No X

GRANT FUNDED: Yes _____ No X

EXEMPT/NON-EXEMPT: Non-Exempt

EXEMPT CLASSIFICATION: N/A

RECOMMENDATION FOR APPOINTMENT

General Information

Position to be Filled:	Retention and Career Services Specialist
Number of Applicants:	11
Number of Applicants who met the advertised requirements:	3
Number of Applicants Interviewed:	3
Applicants Interviewed by:	Buster "Henry" Leeck, Vickie Schulte, Chad Copple, Dara Whaley, Sarah Tepovich

<u>Applicant Recommended:</u>	Misty Bradley
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<u>Educational Preparation:</u>	B.S. – Health Care Management Southern Illinois University - Carbondale 2008
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<u>Experience:</u>	Community Education Coordinator Hospice of Southern Illinois 2023-2025 1 st Grade Teacher Unity Christian School 2019-2021
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RATIFY THE APPOINTMENT OF COMPETENCY-BASED EDUCATION DIRECTOR

Rend Lake College Board of Trustees

November 18, 2025

RECOMMENDATION: To ratify the appointment of Mr. Matt Jackson as Competency-Based Education (CBE) Director 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 November 1, 2025.

RATIONALE: Mr. Jackson meets all required qualifications and has demonstrated the knowledge, experience, and skills needed to succeed in this position.

EFFECTIVE DATE: November 1, 2025

If Employment:

JOB TITLE: Director – Competency-Based Education (CBE)

SALARY: \$65,000

CLASSIFICATION : Administrative

OF WEEKS: 50

TENURE TRACK: Yes _____ No X

GRANT FUNDED: Yes _____ No X

EXEMPT/ NON-EXEMPT: Exempt

EXEMPT CLASSIFICATION: Administrative

RECOMMENDATION FOR APPOINTMENT

General Information

Position to be Filled:	Director – Competency Based Education
Number of Applicants:	34
Number of Applicants Who Met The Advertised Requirements:	9
Number of Applicants Interviewed:	6
Applicants Interviewed by:	Shari Carpenter, Kim Wilkerson, Lynanne Page, Amy Epplin, Chris Sink, Michael Meinert

<u>Applicant Recommended:</u>	Matt Jackson
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<u>Educational Preparation:</u>	Master of Architecture Southern Illinois University - Carbondale 2010 Bachelor of Science, Architecture Southern Illinois University – Carbondale 2009
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<u>Experience:</u>	Rend Lake College Part Time Trainer 2025 - Present Self-Employed CEO, Ultimate Gaming Championship 2010 – Present Rend Lake College IGEN Coordinator 2010 – 2017
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FINANCIAL INFORMATION

RATIFICATION OF THE PAYMENT OF COLLEGE EXPENSES INCLUDING TRAVEL EXPENSE REIMBURSEMENTS

Rend Lake College Board of Trustees

November 18, 2025

RECOMMENDATION: To ratify the payment of college expenses including travel expense reimbursements as presented.

Annual Board Retreat, St. Louis, MO: November 07-09, 2025

Mileage:

- Mr. John D. Aiken - \$126.00
- Mr. Joe Coy - \$126.00
- Mr. Ron Daniels - \$126.00
- Mr. Brian Dorris - \$126.00
- Mr. Larry Manning - \$126.00
- Mr. Henry Meinert - \$126.00
- Mr. Tony Wielt - \$126.00

EFFECTIVE DATE: November 18, 2025

REND LAKE COLLEGE
Summary of Operating Funds (Education, Operations & Maintenance, Auxiliary)
For the Four Months Ending October 31, 2025

	BUDGET	ACTUAL OCTOBER	ACTUAL ACTUAL	REMAINING BUDGET	% USED
REVENUES					
ED, OP & MAINT, & AUX FUNDS					
LOCAL GOVERNMENT	\$ (5,093,131.00)	\$ (304,871.33)	\$ (1,481,403.74)	\$ (3,611,727.26)	29.09%
STATE GOVERNMENT	\$ (8,331,737.00)	\$ (1,222,397.70)	\$ (2,419,868.40)	\$ (5,911,868.60)	29.04%
FEDERAL GOVERNMENT	\$ (22,000.00)	\$ (2,056.31)	\$ (5,310.65)	\$ (16,689.35)	24.14%
TUITION & FEES	\$ (7,294,370.00)	\$ (1,099,037.75)	\$ (5,648,943.45)	\$ (1,645,426.55)	77.44%
SALES & SERVICE	\$ (970,054.00)	\$ (54,354.07)	\$ (399,779.28)	\$ (570,274.72)	41.21%
FACILITIES REVENUE	\$ (655,900.00)	\$ (48,521.64)	\$ (164,527.86)	\$ (491,372.14)	25.08%
INVESTMENTS	\$ (401,500.00)	\$ -	\$ (461,514.86)	\$ 60,014.86	114.95%
NON GOVERNMENT	\$ -	\$ -	\$ -	\$ -	0.00%
OTHER	\$ (570,044.00)	\$ (13,302.59)	\$ (118,576.81)	\$ (451,467.19)	20.80%
TOTAL REVENUES	\$ (23,338,736.00)	\$ (2,744,541.39)	\$ (10,699,925.05)	\$ (12,638,810.95)	45.85%
EXPENSES					
ED, OP & MAINT, & AUX FUNDS					
SALARIES	\$ 12,256,091.00	\$ 988,367.10	\$ 3,142,241.73	\$ 9,113,849.27	25.64%
EMPLOYEE BENEFITS	\$ 2,952,542.00	\$ 152,748.49	\$ 629,986.24	\$ 2,322,555.76	21.34%
CONTRACTUAL SERVICES	\$ 1,646,500.00	\$ 204,577.23	\$ 651,588.36	\$ 994,911.64	39.57%
MATERIALS/SUPPLIES	\$ 2,232,000.00	\$ 143,653.88	\$ 926,011.14	\$ 1,305,988.86	41.49%
CONF/MEETING/TRAVEL	\$ 461,450.00	\$ 48,158.28	\$ 112,830.01	\$ 348,619.99	24.45%
FIXED CHARGES	\$ 183,150.00	\$ 9,363.37	\$ 89,217.20	\$ 93,932.80	48.71%
UTILITIES	\$ 946,700.00	\$ 83,164.54	\$ 275,927.30	\$ 670,772.70	29.15%
CAPITAL OUTLAY	\$ 432,000.00	\$ 55,406.88	\$ 132,361.65	\$ 299,638.35	30.64%
OTHER EXPENSES	\$ 2,212,000.00	\$ 163,364.49	\$ 1,383,393.17	\$ 828,606.83	62.54%
TOTAL EXPENSES	\$ 23,322,433.00	\$ 1,848,804.26	\$ 7,343,556.80	\$ 15,978,876.20	31.49%
TRANSFERS					
OP TRANSFER TO OTHER FUNDS	\$ 1,415,639.00	\$ -	\$ -	\$ 1,415,639.00	
OP TRANSFER FROM OTHER FUNDS	\$ (1,715,639.00)	\$ -	\$ -	\$ (1,715,639.00)	
TOTAL TRANSFERS	\$ (300,000.00)	\$ -	\$ -	\$ (300,000.00)	
GRAND TOTAL	\$ (316,303.00)	\$ (895,737.13)	\$ (3,356,368.25)	\$ 3,040,065.25	

REND LAKE COLLEGE
Summary of Non-Operating Funds (Op/Maint Rest, Bond & Int, Restricted, Trust & Agency, Audit, Tort)
For the Four Months Ending October 31, 2025

	ACTUAL		ACTUAL
	OCTOBER		YEAR-TO-DATE
REVENUES			
RESTRICTED FUNDS			
LOCAL GOVERNMENT	\$	(219,677.64)	\$ (1,379,632.05)
STATE GOVERNMENT	\$	(52,978.88)	\$ (400,745.54)
FEDERAL GOVERNMENT	\$	(920,699.09)	\$ (2,851,286.57)
TUITION & FEES	\$	-	\$ -
SALES & SERVICE	\$	(558.60)	\$ (50,785.45)
FACILITIES REVENUE	\$	-	\$ -
INVESTMENTS	\$	-	\$ (214,267.29)
NON GOVERNMENT	\$	(15,700.00)	\$ (101,880.69)
OTHER	\$	(38,216.22)	\$ (99,751.89)
TOTAL REVENUES	\$	(1,247,830.43)	\$ (5,098,349.48)
EXPENSES			
RESTRICTED FUNDS			
SALARIES	\$	222,357.39	\$ 726,103.39
EMPLOYEE BENEFITS	\$	64,754.81	\$ 240,267.04
CONTRACTUAL SERVICES	\$	56,221.33	\$ 206,634.60
MATERIALS/SUPPLIES	\$	74,620.10	\$ 144,919.98
CONF/MEETING/TRAVEL	\$	17,295.03	\$ 85,935.61
FIXED CHARGES	\$	50,231.87	\$ 227,789.09
UTILITIES	\$	1,695.14	\$ 4,808.13
CAPITAL OUTLAY	\$	588,126.87	\$ 3,133,939.09
OTHER EXPENSES	\$	669,564.03	\$ 2,824,325.62
TOTAL EXPENSES	\$	1,744,866.57	\$ 7,594,722.55
TRANSFERS			
OP TRANSFER TO OTHER FUNDS	\$	-	\$ -
OP TRANSFER FROM OTHER FUNDS	\$	-	\$ -
TOTAL TRANSFERS	\$	-	\$ -
GRAND TOTAL	\$	497,036.14	\$ 2,496,373.07

STATEMENT OF CASH POSITION - REND LAKE COLLEGE

	October 2025	September 2025	August 2025	July 2025	June 2025	May 2025
Operating Account	\$ 40,442,796.13	\$ 41,952,620.23	\$ 39,484,608.79	\$ 41,662,245.51	\$ 43,628,885.59	\$ 44,639,418.12
Medical Insurance Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,170.39
Working Cash	\$ 156,646.08	\$ 126,176.11	\$ 6,191,741.70	\$ 6,168,127.90	\$ 6,319,533.73	\$ 6,296,203.22
*Working Cash CD's	\$ 9,300,000.00	\$ 9,300,000.00	\$ 3,200,000.00	\$ 3,200,000.00	\$ 3,200,000.00	\$ 3,200,000.00
2023B Bond Account	\$ 1,781,382.50	\$ 1,774,967.17	\$ 1,768,411.31	\$ 1,761,669.82	\$ 1,806,040.12	\$ 1,799,371.48
Investments**						
Liquid Fund	\$ 314,984.57	\$ 313,908.38	\$ 788,414.62	\$ 14.88	\$ 4,378.19	\$ 3,313.13
MAX Fund	\$ 30,412.50	\$ 30,308.26	\$ 30,205.40	\$ 30,097.66	\$ 24,610.64	\$ 24,525.26
Cert of Deposit	\$ 2,536,150.00	\$ 2,536,150.00	\$ 2,536,150.00	\$ 2,769,250.00	\$ 2,769,250.00	\$ 2,769,250.00
Cert of Deposit (DTC)	\$ 1,468,349.88	\$ 1,468,349.88	\$ 976,993.41	\$ 1,469,142.18	\$ 1,469,142.18	\$ 1,469,142.18
Savings Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Securities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 56,030,721.66	\$ 57,502,480.03	\$ 54,976,525.23	\$ 57,060,547.95	\$ 59,221,840.45	\$ 60,257,393.78

	April 2025	March 2025	February 2025	January 2025	December 2024	November 2024
Operating Account	\$ 43,860,601.05	\$ 43,545,531.87	\$ 44,350,813.13	\$ 45,488,470.72	\$ 44,664,751.39	\$ 44,619,581.90
Medical Insurance Reserve	\$ 55,958.11	\$ 55,751.70	\$ 55,539.22	\$ 55,347.96	\$ 55,136.60	\$ 54,911.87
Working Cash	\$ 6,272,189.13	\$ 6,249,035.24	\$ 6,225,199.32	\$ 6,203,748.31	\$ 6,180,041.24	\$ 623,927.90
*Working Cash CD	\$ 3,200,000.00	\$ 3,200,000.00	\$ 3,200,000.00	\$ 3,200,000.00	\$ 3,200,000.00	\$ 8,731,423.61
2023B Bond Account	\$ 3,745,046.98	\$ 3,728,835.00	\$ 3,714,612.10	\$ 3,701,812.24	\$ 4,125,350.72	\$ 4,158,760.43
Investments**						
Liquid Fund	\$ 2,285.29	\$ 1,227.58	\$ 588,492.99	\$ 6.37	\$ 2,081.65	\$ 1,057.84
MAX Fund	\$ 24,437.57	\$ 34,352.77	\$ 168,372.50	\$ 126,523.90	\$ 122,933.70	\$ 122,464.89
Cert of Deposit	\$ 2,769,250.00	\$ 2,769,250.00	\$ 2,769,250.00	\$ 3,051,350.00	\$ 3,051,350.00	\$ 3,051,350.00
Cert of Deposit (DTC)	\$ 1,469,142.18	\$ 1,469,142.18	\$ 736,474.10	\$ 729,593.84	\$ 729,593.84	\$ 729,593.84
Savings Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Securities	\$ -	\$ -	\$ -	\$ 254,121.09	\$ 254,121.09	\$ 254,121.09
TOTAL	\$ 61,398,910.31	\$ 61,053,126.34	\$ 61,808,753.36	\$ 62,810,974.43	\$ 62,385,360.23	\$ 62,347,193.37

*Funds invested as follows:

\$500,000.00 - 12 month CD at a rate of 4.5% - Maturity date of 9/17/2026
\$6,100,000.00 - 12 month CD at a rate of 4.5% - Maturity date of 9/3/2026
\$2,200,000.00 - 12 month CD at a rate of 4.5% - Maturity date of 9/17/2026
\$500,000.00 - 12 month CD at a rate of 4.5% - Maturity date of 9/17/2026

**The College currently has cash and marketable securities which are invested with the Illinois School District Liquid Asset Fund. These funds are unrestricted funds which can be used for general operating expenses following a directive from the Board of Trustees. These funds are the result of the issuance of Alternate Revenue Source Bonds Series 2010. Investments in the MAX Fund are in a AAA-rated uncollateralized money market account. The underlying investments are authorized under state law. DTC certificates of deposit pay interest in the form of coupon payments, similar to securities.