

**Lake Land College**  
Resource and Development Committee  
January 4, 2024  
***Minutes***

The Resource and Development Committee of the Board of Trustees met on January 4, 2024, in room 011 of the Board and Administration Center, Mattoon. Committee Chair Reynolds called the meeting to order at 9:00 a.m.

Trustee Committee Members Physically Present:

Ms. Doris Reynolds, Committee Chair  
Mr. Kevin Curtis, Committee Member  
Mr. Gary Cadwell, Ex-officio

Trustee Committee Members Participating via Telephonic Means:

None

Trustee Committee Members Absent or Not Participating by Any Means:

Ms. Denise Walk, Committee Member  
Ms. Jacqueline Schertz, Student Trustee

Other Trustee Participants:

None

Other Meeting Participants Physically Present:

Dr. Josh Bullock, President  
Ms. Jean Anne Highland, Chief of Staff  
Dr. Ike Nwosu, Vice President for Academic Services  
Ms. Seirra Laughhunn, Executive Assistant to the President's Office  
Ms. Dustha Wahls, Director of Human Resources  
Dr. Valerie Lynch, Vice President for Student Services

**Hearing of Citizens, Faculty and Staff.**

There were no public comments.

**Approval of Minutes of November 9, 2023, Committee Meeting.**

Trustee Cadwell moved and Trustee Curtis seconded to approve the minutes of the November 9, 2023, Resource and Development Committee regular meeting.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, and Reynolds.

No: None.

Absent: Trustee Walk.

Student Trustee Advisory Vote: Ms. Schertz was absent.

**Motion Carried.**

**Proposed Revisions to Board Policy 05.01 – Definition of Full-Time and Part-Time Employment.**

President Bullock reminded Trustees that the administration has been updating several policies as a result of the Paid Leave for All Workers Act (PLFAW), Public Act 102-1143, which Governor Pritzker signed into law on March 13, 2023, and takes effect January 1, 2024. Dr. Bullock noted that during the December 11, 2023 regular meeting the administration presented as first reading proposed revisions to Policy 05.01 to provide clarification for the different classifications of part-time, non-instructional employees and student employees, as student employees may not be eligible for paid leave under the PLFAW Act. He also reminded Trustees of the group of student employees who addressed the Board with their concerns during the public comment portion of the December 2023 regular Board meeting. Dr. Bullock said that following that meeting the administration further reviewed this Policy and had made some additional proposed revisions to address some of the students' expressed concerns. Trustees reviewed details of the updated, proposed revisions. Dr. Bullock highlighted the following:

- The student employee pay rate has not changed and part-time, non-instructional employees or student employees will be paid according to the Board-approved Part-time Rates and Stipends schedule.
- Part-time, non-instructional employees who occasionally take six or more credit hours at the College in a specific semester will not have their employee classification changed, and the updated, proposed revisions to Policy 05.01 instruct a part-time employee to contact HR when this occurs to ensure their employee classification does not change if that is their request.
- The updated, proposed revisions clarify that a student employee must remain in "good standing" with the College (related to student code of conduct and not academic standing).

Dr. Bullock, Ms. Dustha Wahls, Director of Human Resources, and Dr. Valerie Lynch, Vice President for Student Services, answered various questions by Trustees regarding the determination of a student to be in "good standing" per the student code of conduct and how this may or may not interact with their status as a student employee.

Dr. Bullock shared language from the State Universities Retirement System (SURS) website regarding their definition for a "student employee," in which a student employee's primary relationship with an institution of higher education is for their education and not for employment. Dr. Bullock noted this same language is used within the context of student employees for purposes of the PLFAW Act. He and Ms. Wahls noted this same language was incorporated into the proposed revisions for Policy

05.01, and Ms. Wahls noted that the proposed policy revisions have been reviewed and approved by our legal counsel with Robbins Schwartz.

Dr. Bullock also shared a spreadsheet detailing the financial benefits for a student employee to not be participating in the SURS program nor be eligible for the PLFAW Act. Dr. Bullock showed the comparison for total pay when a student employee is not subject to SURS withholding versus total pay if the same student employee were eligible for paid time off under the PLFAW Act and also subject to withholding for SURS when classified instead as a part-time, non-instructional employee.

Dr. Bullock said he has recently spoken with the leader of the Student Success Center to share this same comparison pay information as this leader oversees the student employees who attended the Board of Trustees meeting in December 2023 and addressed the Board with their concerns. He also said he would be happy to personally meet with them or any other student employee to discuss the comparisons and calculations when being classified as a student employee versus a part-time, non-instructional employee. Board Chair Cadwell suggested Dr. Bullock should simply offer to meet with any student employee who still has concerns and let that student employee reach out to schedule a meeting with Dr. Bullock.

Trustee Curtis moved and Trustee Cadwell seconded to recommend to the full Board approval of the updated proposed revisions to Board Policy 05.01.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, and Reynolds.

No: None.

Absent: Trustee Walk.

Student Trustee Advisory Vote: Ms. Schertz was absent.

**Motion Carried.**

### **Other Business.**

There was no additional discussion.

### **Adjournment.**

Trustee Curtis moved and Trustee Cadwell seconded to adjourn the meeting at 9:34 a.m.

**Motion carried with unanimous voice vote.**

Approved by:

/s/ Doris Reynolds

Resource and Development Committee Chair/Secretary