Board of Trustees of John Wood Community College
Counties of Adams, Pike, Hancock, Calhoun,
Schuyler, Brown, Morgan, Scott, Cass
and State of Illinois

The meeting will begin at 6:00 o'clock P.M. Requests for public comment may be submitted in accordance with board policy or by calling Leah Benz at (217) 641-4102 or by email at lbenz@jwcc.edu and arrangements will be made to allow public comment through teleconferencing.

Date: **04.15.26 BOARD OF TRUSTEES REGULAR MEETING**

Location: Board Room, Student Administrative Center, 1301 South 48th Street, Quincy IL 62305

Time: **6:00 P.M.**

AGENDA

Page

1. Call to Order/Appointment of Assistant Secretary

2. Roll Call

3. Pledge of Allegiance; Mission Statement – JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

4. Recognition of Outgoing Student Trustee & Oath of Office for New Student Trustee 1-2

4.1 Outgoing recognition to student trustee - Jacob Davis *(term 2025-2026)*

4.2 Oath of Office of newly selected student trustee *(term 2026-2027)*

5. Introduction

5.1 **New Employees**

- Ian Carlstrom – Coordinator, Audio & Visual Services
- Heaven Derhake – Coordinator, Marketing & Communications
- Mary Pat Vahlkamp – Advisor, Academic Talent Search

5.2 **Blazers at their Best – Tracy Orne**

Mission: JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

Vision: JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

Core Values: Excellence Accountability Integrity Servant Leadership Lifelong Learning

6. Organization of the Board Resolution 3

6.1 *Election of officers for the JWCC Board of Trustees*

- Chair
- Vice Chair
- Secretary

6.2 *Selection of Board of Trustees Standing Committees*

- Executive Committee – three trustees - chair, vice-chair, secretary
- Finance & Audit committee – two trustees *appointed*
- Curriculum committee- two trustees *appointed*

6.3 *Selection of ICCTA representative and first alternate*

6.4 Request adoption of a Resolution providing for the organization of the Board of Trustees for 2026-2027 4-5

7. Special Report

8. Consideration of Items from the Floor

9. Public and/or Employee Comment

10. President and Committee Reports

10.1 **ICCTA/West Central Region Report** – *Ms. Paula Hawley-Sargent, Mr. Don Hess, first alternate* Table Folder

10.2 **Board Executive Committee Report** – *Mr. Bob Rhea, Mr. Andy Sprague, Ms. Paula Hawley - Sargent* Table Folder

10.3 **Board Curriculum Committee Report –** *Ms. Angela Greger, Mr. Don Hess* Table Folder

10.4 **Board Finance and Audit Committee Report** – *Mr. Larry Fischer, Mr. R. Kent Snider* Table Folder

10.5 **Student Trustee Report** – *Mr. Jacob Davis, student trustee*

10.6 **Administration Report** – *Dr. Aron Potter* Table Folder

11. Consent Agenda

Consent business Items

11.1 Request approval of 03.18.26 regular Board meeting minutes 6-14

11.2 Request approval of bills for March payment **Finance and Audit Committee**

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11.3	Request approval of monthly financial statements for March **Finance and Audit Committee**	
11.4	Request approval of trustee & employee travel expenditures for March **Finance and Audit Committee**	
11.5	Request curriculum updates in Biology, Chemistry, English and Mathematics	15-16
12.	**Grant items**	17
12.1.	Request acceptance of grant funding from Illinois Community Board for Advanced Manufacturing grant in the amount of $350,000	
12.2	Request authorization to submit a grant application to the U.S. Department of Labor on behalf of the Department of Education for TRIO-Academic Talent Search RE AMOUNT: $1,675,000 - $2,000,000 over 5 years	18-19
12.3	Request authorization to submit a grant application to the Illinois Community College Board for the Adult Education and Literacy grant in the amount of $237,895	20-21
13.	**Business**	
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13.2	Request approval to grant Professor Emeritus	23
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16.1	Request authorization to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented.	25-26
17.	**Other Items**	
18.	**Closed Session**	
18.1	A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body and to	27

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discuss collective bargaining matters and release of closed session minutes and the destruction of closed session recordings.

19. Resume Open Session

20. Open Session Matters

Approve any matter discussed in closed session as necessary and limited to those matters authorized for discussion in closed session by motion of the Boards specifically including but not limited to, the hiring, including non-contractual, contract approval, and contract amendment, release, discharge, discipline, transfer, resignation, and retirement of staff

21. Adjournment

"The agenda may refer to addenda, reports, presentations, or other documents. These are available in the board Packet and are incorporated by reference. The packet is available from the President's office and may be posted on the website with the agenda."

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Board of Trustees of John Wood Community College
Counties of Adams, Pike, Hancock, Calhoun,
Schuyler, Brown, Morgan, Scott, and Cass
And State of Illinois

Recognition

Student Trustee

Presentation of plaque to:

Mr. Jacob Davis

In recognition for his service

as Student Trustee on the

John Wood Community College

Board of Trustees

2025-2026

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OATH OF OFFICE

STUDENT TRUSTEE

I, _____**,** having been selected to the office of student trustee of the Board of Trustees of John Wood Community College, Counties of Adams, Pike, Hancock, Calhoun, Schuyler, Brown, Morgan, Scott, and Cass, and State of Illinois, do solemnly swear, or affirm, that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of member of the Board of Trustees to the best of my ability.

Subscribed and sworn before me on the **15th** day of **April 2026**.

_____
Student Trustee

_____
Notary Public

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JWCC Board of Trustees Committee System Structure
2026-2027

The Board of Trustees is organized into three committees, Executive, Curriculum and Finance and Audit. The Executive Committee is made up of three Trustees – Chair, Vice Chair, and Secretary and will meet with College administration to review issues, policies, procedures, and personnel affecting the entire College. Representation on the Curriculum and Finance and Audit committee will be made up of two trustees each to meet with College administrators to review issues facing the College and to advise the Board on appropriate action after consultation with the College President. The committees will serve as a source of information, allowing the Board to be informed and current on matters facing the College and to allow the administration to be aware of Board concerns and opinions. The system's structure is subject to change and alteration as needed and may vary from time to time.

Executive Committee - to meet regularly with College administration to review issues, policies, and procedures affecting the entire College. To meet regularly with appropriate College administration to review personnel policies, hear recommendations for tenure and sabbatical leaves, discuss employee discipline and/or termination issues, and to coordinate the evaluation to the President of the College. The intent will be to remain current regarding personnel matters and to advise the Board accordingly. The Executive Committee makes recommendations for Board action as well as assigning tasks to the attention of the Curriculum, Finance and Audit Committee as appropriate.

Three trustees were selected by the Board of Trustees as chair, vice chair, and secretary. Lead officer: President

Members for 2026-2027: Chair, Vice-Chair, Secretary,

Curriculum Committee - to meet regularly with appropriate College personnel to address issues regarding courses, certificate programs, degree programs, and non-degree activities. The intent will be to allow the Board to be informed of all curricula proposals, statewide problems/challenges/demands, staffing requirements, and facility or equipment needs and to advise the Board accordingly.

Two trustees are appointed by the Board chair. Lead officer: Vice President for Instruction

Members for 2026-2027:

Finance and Audit Committee - to meet regularly with appropriate College personnel to review the savings and investment opportunities of idle cash, and to seek maximum return; to consider budget development and priorities; to consider tax rates and tax levies. The intent will be to practice prudent decisions to protect college assets, to understand the college financial status, to make responsible taxing decisions, and to advise the Board accordingly.

Two trustees are appointed by the Board chair. Lead officer: Dean Business Services and Institutional Effectiveness

Members for 2026-2027:

ICCTA Representative –and First Alternate appointed by chair. Members for 2026-2027:

2026-2027 RESOLUTION PROVIDING FOR ORGANIZATION OF THE BOARD OF TRUSTEES OF JOHN WOOD COMMUNITY COLLEGE COUNTIES OF ADAMS, PIKE, HANCOCK, CALHOUN, SCHUYLER, BROWN, MORGAN, SCOTT, AND CASS AND STATE OF ILLINOIS

WHEREAS, the Board of Trustees of John Wood Community College is composed of the following members:

Mr. Robert Rhea

Mr. Andrew Sprague

Ms. Paula Hawley-Sargent

Mr. Don Hess

Mr. Larry Fischer

Mr. R. Kent Snider

Ms. Angela Greger

NEW Student Trustee *and,*

WHEREAS it is necessary that the said Board of Trustees organize.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THIS BOARD OF TRUSTEES OF JOHN WOOD COMMUNITY COLLEGE, COUNTIES OF ADAMS, PIKE, HANCOCK, CALHOUN, SCHUYLER, BROWN, MORGAN, SCOTT, AND CASS AND STATE OF ILLINOIS as follows:

Section 1. That this Board of Trustees at this meeting held on the 15th day of April 2026, has elected a Chairman, Vice Chairman, and Secretary of this Board of Trustees to serve until April 2027.

_____ Chairman

_____ Vice Chairman

_____ Secretary

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Section 2. That the regular meetings of this Board of Trustees shall be held in the offices of the Board of Trustees at 1301 South 48th Street, Quincy, Illinois, on the third Wednesday of each month. Such meetings will be held at the time of 6:00 o'clock p.m.

Section 3. That the rules and policies of this Board of Trustees of this Community College District as the same were in effect prior to the present organization of this Board of Trustees be and the same are hereby continued in full force and effect as the rules and policies of this Board of Trustees and of this Community College District, except insofar as the same may conflict with any provision of this Resolution and to such extent, if any, such existing rules and policies are hereby repealed, but only to the extent of such conflict.

Section 4. That this Resolution shall take effect forthwith upon its passage, and that all Resolutions or parts thereof in conflict herewith be and the same are hereby repealed to the extent of such conflict.

DATED: **This 15th of April 2026.**

APPROVED: _____Chairman

ATTEST: This **15th of April 2026.**

_____Secretary

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Date: 03.18.26 Board of Trustees Meeting

RE: **BOARD MEETING MINUTES**

Location: Southeast Education Center, 39637 260th Ave., Pittsfield, IL 62363

1. **Call to Order/Appointment of Assistant Secretary**

The **03.18.26** Board of Trustees meeting was called to order at the John Wood Community College Board Room, Southeast Education Center, 39637 260th Ave., Pittsfield, IL 62363 at 6:00 p.m. by Mr. Bob Rhea, chair. Mr. Rhea appointed Ms. Benz assistant secretary.

2. **Roll Call**

Ms. Benz called roll:
Mr. Sprague was on business and therefore his vote is counted.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis			x	
Mr. Snider			x	
Mr. Hess				x
Mr. Sprague			x	
Ms. Hawley-Sargent			x	
Ms. Greger				x
Mr. Fischer			x	
Mr. Rhea			x	
Voice Vote				

Attendees: Dr. Aron Potter, Ms. Leah Benz, Mr. David Penn, Mr. Matt Carey, Ms. Laura Mathews, Ms. Diane Vose, Ms. Amy Baker, Mr. Josh Welker, and Ms. Tracy Orne.

3. **Mission Statement -** The JWCC mission statement was read by Mr. Jacob Davis, student trustee, followed by the Pledge of Allegiance.

4. **Introductions –** Welcome was given to Dr. Potter to her first meeting as president.

4.2 **Blazers at their Best –** Two acknowledgements noted under Blazers at their Best.

Elizabeth Oink - Ms. Onik, a faculty member, was nominated by a student. The student noted that she is the most understanding teacher and is always willing to help go the extra mile to understand what she is talking about, either by giving examples or even going further in depth.

Adam Gibleon – Adam is a student and was nominated by a student. The student noted that Adam noticed them struggling with some homework, offered to assist with the material, and helped him understand it.

5. **Special Report** - None

6. **Consideration of Items from the Floor -** None

7. **Public and/or Employee Comment** – None

8. **President and Committee Reports**

8.1 **ICCTA/West Central Region Report** – ***Ms. Paula Hawley-Sargent, ICCTA representative, Mr. Don Hess.*** No report.

8.2 **Board Executive Committee Report - *Mr. Bob Rhea, Mr. Andy Sprague, Ms. Paula Hawley***

The Executive Committee met on March 16, 2026, in room C252 at 1:30 p.m. Attendees were trustees, Mr. Bob Rhea, Ms. Paula Hawley via Zoom and Mr. Andy Sprague, in person. Mr. Josh Welker; dean of Business Services and Institutional Research, Dr. Aron Potter, president, and Ms. Benz; notetaker in person.

March Board packet items reviewed and discussed.

Consent items:

- Regular minutes of 02.18.26
- Financials, and investments, bills for payment and travel items

Grant items: None for March.

Business Items:

- Approval of a $5.00 tuition increase rate
- Approval of a $1.00 dual credit tuition increase rate
- Approval to eliminate numerous fees and establish a single Technology and Student Support Fee of $36/credit hour
- Acceptance to file the federal Single Audit
- Approval to accept the bid for replacement of a water chiller and pump for the Science and Technology Center

Personnel:

Personnel items were deferred to closed session of the Board meeting.

Discussion Items:

- The Executive Committee heard an update regarding the Surgical Technology program. A meeting was held with Blessing Rieman personnel for a possible arrangement/agreement to continue this program for the future.

Strategy plan in spring.

8.3 **Board Curriculum Committee Report** – ***Ms. Angela Greger, Mr. Don Hess.*** The Curriculum meeting did not meet.

8.4 **Board Finance and Audit Committee Report - *Mr. Larry Fischer, Mr. R. Kent Snider*** - The Finance and Audit Committee met on March 11, 2026, at 2:00 p.m., at John Wood Community College. Present were Mr. Josh Welker; interim president, Mr. Larrry Fischer, Mr. Kent Snider; trustee, Ms. Nora Klingele, director of fiscal services, and Jenny Venvertloh; notetaker.

Bills for payment for February were reviewed. Travel requests, finances, board budget and investments were all discussed and reviewed.

Board items included audit, tuition, fee changes, water chiller and pump bids that were listed on the March agenda.

Mr. Fischer noted the state percentage of funding received and the concerns of that percentage.

Mr. Rhea noted investment options for consideration providing a site whose goal is to strengthen and secure financial wellbeing.

8.5 **Student Trustee Report** – ***Mr. Jacob Davis –***Student government met on March 2 (first day of Dr. Potters arrival on campus) where Dr. Potter was introduced to the students.

In older business of the meeting, a movie was offered at the theater for students to attend. Student government also held a "club" fair to allow students to see what clubs are available and the ability to join.

On March 26 a fund raiser for Quanda will be held. Student government hosts a Mr. John Wood pageant were the gentlemen do a talent and tux portion to be named "Mr. John Wood".

On March 27, Spring visit day will be held.

Mr. Rhea acknowledged the rankings of the Ag students, including Jacob Davis, at the National PAS contest in Branson Missouri. Mr. Davis shared the below information.

- Beef Specialist National Champion Team
  - Wyatt McClintock – 1st overall
  - Jacob Davis – 4th overall
  - Garett Morris – 6th overall
- National Resources National Champion Tean
  - Danny Miller – 2nd overall
  - Emma Moss 3rd overall
  - Austin Kindhart – 6th overall
- Individual contests
  - Watt McClintock – 1st overall Vet Tech and Animal Health
  - Garret Morris – 1st overall Extemporaneous Public Speaking

8.6 **Administration Report -** Dr. Potter provided a written Administration Report, which was included in the Board table folder. She informed the Board that the report will feature monthly updates on her activities, as well as updates from the leadership team and key happenings at the college. The report will also include a list of upcoming events that Board members may attend, along with activities the leadership team has attended or is currently working on.

9. **Consent Agenda**
Business Consent items

9.1 Request approval of 02.18.26 Board regular meeting minutes

9.2 Request approval of bills for payment for February payment **Finance and Audit Committee**

9.3 Request approval of monthly financial statements for February **Finance and Audit Committee**

9.4 Request approval of trustee & employee travel expenditures for February **Finance & Audit**

Motion: *Approval of consent agenda items*

Moved by: Mr. Snider
Seconded by: Mr. Sprague

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague	x			
Ms. Hawley-Sargent	x			
Ms. Greger				x
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

10. **Grant Items -** None

11. **Business Amended motion**.
11.1 **MOTION:** *Request for approval of a tuition increase rate of $5.00 per credit hour for in-district, out-of-district, out-of-state, and on-line tuition; also, approval of a tuition decrease of $15.00 per credit hour for dual credit. The proposed in-district and on-line will be $154.00; out-of-district and out of-state will be $289; dual credit tuition (HS instructor taught at high school location) will be $14; and dual credit tuition (JWCC instructor taught at high school location) will be $64.*

Moved by: Mr. Snider
Seconded by: Mr. Davis

Discussion: Based on a review of anticipated revenue for fiscal year 2027, we recommend the following changes in tuition effective fall 2026 this recommendation was presented. In-district, out-of-district and out-of-state, and on-line increase of $5.00. Dual Credit tuition decreases of $15.00 per credit hour. $154.00 for in-district and on-line tuition. Out-of-district and Out-of-state $289.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague	x			
Ms. Hawley-Sargent	x			
~~Ms. Greger~~				x
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

11.2 **MOTION:** *Request for approval of the elimination of the Online Course Delivery Fee ($30 / credit hour), Hybrid Course Delivery Fee ($10 / credit hour), Open Learning Course Delivery Fee ($10 / credit hour), Institutional Support Fee ($16 / credit hour), and Technology Fee ($5 / credit hour) and establish a Technology and Student Support Fee of $36/credit hour, effective fall 2026 semester.*

Moved by: Mr. Fischer
Seconded by: Mr. Sprague

Discussion: In order to increase equity and clarity regarding course delivery fees, we are proposing to eliminate the existing Online Delivery Fee ($30 / credit hour), Hybrid Course Delivery Fee ($10 / credit hour), and Open Learning Course Delivery Fee ($10 / credit hour), Institutional Support Fee ($16 / credit hour), and the Technology Fee ($5 / credit hour). In replacement, we are recommending a new Technology and Student Support Fee of $36 / credit hour, effective fall 2026 semester.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague	x			
Ms. Hawley-Sargent	x			
Ms. Greger				x
Mr. Fischer	x			
Mr. Rhea	x			

Voice Vote				

11.3 **MOTION:** *Request for approval to accept and file the Federal Single Audit for Fiscal Year 2025*

Moved by: Mr. Sprague
Seconded by: Ms. Hawley-Sargent

Discussion: The firm of WIPFLi, LLP has completed its audit of compliance with federal programs (Federal Single Audit) as required and identified in the Office of Management and Budget (OMB) Compliance Supplement. Due to the delayed publication of the OMB Compliance Supplement, the Federal Single Audit was split out from the financial statement audit which was accepted and filed at the November 2025 meeting.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague	x			
Ms. Hawley-Sargent	x			
Ms. Greger				x
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

11.4 **MOTION:** *Request approval to accept the bid for a replacement water chiller and pump for the Science and Technology Center and award to Peters Heating & Air Conditioning, Inc., in the amount of $323,023*

Moved by: Mr. Snider
Seconded by: Mr. Fischer

Discussion: JWCC solicited request for bids from qualified vendors for a replacement water chiller and pump for the Science and Technology Center. The bids were advertised in the Quincy-Herald Whig and on the John Wood Community College website. Two bids were received. Keck Heating & Air Conditioning submitted an incomplete bid.

Vendor Total Cost
Peters Heating & Air Conditioning, Inc. $323,023.00
4520 Broadway
Quincy, IL 62301

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague	x			
Ms. Hawley-Sargent	x			
Ms. Greger				x
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

12. **Discussion Item**

12.1 Calendar of Events

13. **Notices and Communications**

14. **Personnel Items**

14.1 **MOTION:** Authorize *to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented.*

Moved by: Ms. Hawley-Sargent
Seconded by: Mr. Davis

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague				
Ms. Hawley-Sargent	x			
Ms. Greger				x
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

15. **Other**

16. **Closed Session**

16.1 *A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body and to discuss collective bargaining matters.*

Moved by: Mr. Sprague
Seconded by: Mr. Snider

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague	x			
Ms. Hawley-Sargent	x			
Ms. Greger				x
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

17. **Resume Open Session**
MOTION:

Moved by: Mr. Hess
Seconded by: Ms. Hawley-Sargent

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague	x			
Ms. Hawley-Sargent	x			
Ms. Greger				x
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

18. Adjournment *Mr. Rhea, Board chair adjourned the March 18, 2026, Board of Trustees regular meeting.*

Moved by:
Seconded by:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Davis	x			
Mr. Snider	x			
Mr. Hess				x
Mr. Sprague	x			
Ms. Hawley- Sargent	x			
Ms. Greger				x
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

20. **Approval:**

Approved the **15th of April 2026**, at a meeting of the Board of Trustees of Community College District No. 539, meeting at the Student Administrative Center, 1301 South 48th Street, Quincy Illinois 62305 at which _____voting members were present, constituting a quorum by a vote of ___ayes and _____nays.

CHAIR:X_____SECRETARY:X_____

Date: **April 15, 2026,** BOARD OF TRUSTEES MEETING

From: Dr. Shelley Barkley, Vice President of Academic and Student Affairs

Item: **CONSENT**

RE: Curriculum Items

I am requesting approval of the curriculum item(s) listed below. The items have been approved by the Curriculum Committee of the Faculty Senate as well as the Faculty Senate.

❖ Biology

- **Biology Course Updates (Prerequisite Changes)**
  - BIO 101: General Biology - MAT 010 prerequisite removed
  - BIO 105: Human Biology - MAT 010 prerequisite removed
  - BIO 121: Principles of Biology I - MAT 010 prerequisite removed and replaced with "Direct placement into MAT 109"
  - BIO 221: General Zoology - MAT 010 prerequisite removed
- **Chemistry Course Update**
  - CHM 100: General Chemistry - MAT 020 prerequisite removed
- **Upper-Level Biology Alignment Updates**
  - BIO 275: Human Anatomy and Physiology I and BIO 293: Microbiology updated to reflect BIO 101, changing from a *required* prerequisite to *strongly recommended* for upper-level life science coursework.

❖ English

- **Placement Scores Update**
  - Revised English placement scores will be implemented (informational/catalog update).

❖ Mathematics

- **Placement Scores Update**
  - Revised math placement scores will be implemented (informational/catalog update).
- **Course Deletions (Transition to Co-requisite Model)**

- MAT 010 (Basic Arithmetic and Pre-Algebra) and MAT 020 (Elementary and Intermediate Algebra) have been approved by the Curriculum committee for deletion as part of the transition to a fully co-requisite support model. Both courses will continue to be offered during the summer term to support this transition.
- Due to the removal of MAT 010 and MAT 020, prerequisite requirements for several science courses have been updated accordingly.

I concur with Dr. Barkley's request and recommend the Board of Trustees approve the above curriculum items.

Date: 4/15/2026 BOARD OF TRUSTEES MEETING

From: Dave Hetzler, Dean of CTE

Item: **CONSENT**

RE: **GRANT Application** or **Acceptance of funds**

New or Reoccurring

A. **GRANT PROPOSAL TITLE:** Advanced Manufacturing Grant

B. **GRANT AGENCY:** ICCB – Illinois Community College Board

C. **GRANT APPLICATION DEADLINE:** 02/13/2026 **GRANT AWARD PERIOD:** 4/1/26 – 6/30/27

D. **PROPOSAL DESCRIPTION:** Support, revise, and expand credit and noncredit advanced manufacturing programs aligned with regional industry demand and statewide workforce priorities. The project will focus on building institutional capacity, modernizing training equipment, and strengthening alignment between incumbent worker training and credit-bearing manufacturing pathways Enhanced programs include Great River FAME Advanced Manufacturing Technician, Industrial Maintenance Technology, Automation & Robotics, Automation & Design, and Advanced Operator Training.

E. **FUNDS REQUESTED:** $350,000 **FUNDS AWARDED**: $350,000

F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** All activities are paid for from the requested grant funds or are absorbed into already budgeted activities. No match is required for this grant.

G. **PERSONNEL POSITIONS REQUIRED**: Current staff will oversee the activities associated with this grant.

H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS: NA**

I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 2/18/2026

J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**

K. **VICE PRESIDENT/DEAN/DIRECTOR REQUESTING APPROVAL:** Dave Hetzler, Dean of CTE

L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Excellence in Programs, Leadership and Partnerships, Student Success

I concur with the request and recommend the Board of Trustees authorize the College to accept funding for $350,000 for the purpose indicated above.

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Vision: JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

Core Values: Excellence Accountability Integrity Servant Leadership Lifelong Learning

Date: 4/15/2026 BOARD OF TRUSTEES MEETING

From: Dr. Shelley Barkley, Vice President

Item: **CONSENT**

RE: **GRANT** **Application** or **Acceptance of funds**

New or Reoccurring

A. **GRANT PROPOSAL TITLE:** TRIO – Academic Talent Search

B. **GRANT AGENCY:** U.S. Department of Labor on behalf of Department of Education

C. **GRANT APPLICATION DEADLINE:** 05/1/26 **GRANT AWARD PERIOD:** 7/1/26 – 6/30/31

D. **PROPOSAL DESCRIPTION:** Talent Search is one of several federally recognized and created TRIO college access assistance programs. Talent Search distinguishes itself by using a 'wide-cast-net' approach when serving school districts, with advisors handling many cases per person, with the hope of increasing post-secondary enrollment access and attainment for those who otherwise may have not been able to without external guidance and support.

E. **FUNDS REQUESTED:** $1,675,000 - $2,000,000 (DEPENDS ON # OF STUDENTS IN PROGRAM)

F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** All activities are paid for from the requested grant funds or are absorbed into already budgeted activities. No match is required for this grant.

G. **PERSONNEL POSITIONS REQUIRED**: Current Talent Search staff will oversee the activities associated with this grant.

H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** In the last grant cycle (FY21-FY26), 670 first-generation, low-income, middle school and high school students (6^{th}-12^{th} grade) were served by the grant. In the grant, high school persistence for this group reached 96%, graduated at a rate of 87%, enrolled in post-secondary programs at 57%, and 56% realized post-secondary attainment, exceeding all benchmarks determined by federal programmers.

I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 4/15/2026

J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**

K. **VICE PRESIDENT/DEAN/DIRECTOR REQUESTING APPROVAL:** Dr. Shelley Barkley, Vice President

L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Excellence in Programs, Leadership and Partnerships, Student Success

I concur with the request and recommend the Board of Trustees authorize the College to <u>submit a grant application</u> for $1,675,000 - $2,000,000 over 5 years for the purpose indicated above.

Date: 4/15/2026 BOARD OF TRUSTEES MEETING

From: Dave Hetzler, Dean of CTE

Item: **CONSENT**

RE: **GRANT** **Application** or **Acceptance of funds**

New or Reoccurring

A. **GRANT PROPOSAL TITLE:** Adult Education and Literacy Grant

B. **GRANT AGENCY:** ICCB – Illinois Community College Board

C. **GRANT APPLICATION DEADLINE:** 05/1/26 **GRANT AWARD PERIOD:** 7/1/26 – 6/30/28

D. **PROPOSAL DESCRIPTION:** Adult Education & Literacy grant provides instruction and support services that create pathways for adult learners to obtain knowledge and skills necessary for employment and self-sufficiency; attain a high school equivalency credential and transition to post-secondary education and training; and assist English language learners in improving their reading, writing, speaking, and math skills.

E. **FUNDS REQUESTED:** $237,895

F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** All activities are paid for from the requested grant funds or are absorbed into already budgeted activities. No match is required for this grant.

G. **PERSONNEL POSITIONS REQUIRED**: Current staff will oversee the activities associated with this grant.

H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** In the previous year, 178 students were enrolled in adult education classes. 44 students obtained an Illinois high school diploma, and 14 students completed a work training course: 10 CNA, 3 logistics, 1 truck driver training. 58.43% of students in GED and ESL classes have a measurable skill gain.

I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 4/15/2026

J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**

K. **VICE PRESIDENT/DEAN/DIRECTOR REQUESTING APPROVAL:** Dave Hetzler, Dean of CTE

L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Excellence in Programs, Leadership and Partnerships, Student Success

I concur with the request and recommend the Board of Trustees authorize the College to submit a grant application for $237,895 for the purpose indicated above.

Date: 04.15.2026 BOARD OF TRUSTEES MEETING

From: Mrs. Brittany McKeown

Item: **BUSINESS**

RE: Posthumous Non-Credit Certificate of Recognition

College for Life student, **Ericka Miller,** was on track to complete her CFL Non-Credit Certificate (equivalent to four full-time semesters, or approximately 20–24 courses) at the end of Fall 2025. At the time of her passing in October 2025, she had only three courses remaining.

Ericka's family has requested that the college award a posthumous, non-credential College for Life Certificate of Recognition and present it during the graduation ceremony.

Please consider this request for Board of Trustees approval to award a non-credential College for Life (CFL) Certificate of Recognition to Ericka Miller.

I concur with Mrs. McKeown's request and recommend the Board of Trustees approve a posthumous non-credential Certificate of Recognition be awarded to Ericka Miller.

Date: **April 15, 2026,** BOARD OF TRUSTEES MEETING

From: Dr. Shelley Barkley, Vice President of Academic and Student Affairs

Item: **Closed Session**

RE: Professor Emeritus

I recommend Ms. Mary Hass for designation as "Professor Emeritus." This nominee meets all requirements for this distinction and has been endorsed by a majority vote of the Faculty Senate.

Upon Board approval, Ms. Mary Hass will be formally recognized at the May 2026 JWCC Graduation ceremony.

I concur with Dr. Barkley's request and recommend the Board of Trustees approve the designation of "Professor Emeritus" to Mary Hass.

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04.15.2026 BOARD OF TRUSTEES MEETING

BOT MEETING CALENDAR

April 15, 2026 @ 6:00 p.m.	Board of Trustees Meeting
May 20, 2026 @ 6:00 p.m.	Board of Trustees Meeting
Date to Be Determined	Board Retreat (Spring)
June 17, 2026 @ 6:00 p.m.	Board of Trustees Meeting
July 22, 2026 @ 6:00 p.m.	Board of Trustees Meeting
August 19, 2026 @ 6:00 p.m.	Board of Trustees Meeting
Workforce Development Center	
September 16, 2026 @ 6:00 p.m.	Board of Trustees Meeting
October 21, 2026 @ 6:00 p.m.	Board of Trustees Meeting
Date to Be Determined	Board Retreat (Fall)
November 18, 2026 @ 6:00 p.m.	Board of Trustees Meeting
December 16, 2026 @6:00 p.m.	Board of Trustees Meeting

Date: **4.15.2026** BOARD OF TRUSTEES MEETING

From: Amy Baker, Chief Human Resources Officer

RE: Personnel

Personnel Items to Be Approved:

New Hires—Regular

Lewton, Jordan-Associate, Human Resources

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective June 8, 2026, at an annual salary of $36,504.

Status Change

Campbell, Hannah-CTE Success Coach & Recruiter

Request authorization to change status to full-time, exempt, benefits-eligible position of Academic Advisor & Success Coach effective March 30, 2026, with no salary change.

New Hires--Associate Faculty

Pool, Lori-Instructor, Psychology

Request authorization to hire into part-time position effective August 17, 2026, at rate of $711 per credit hour.

Rauch, Jordan-Instructor, Ag Sciences

Request authorization to hire into part-time position effective March 23, 2026, at rate of $711 per credit hour.

Personnel Items Reported:

Retirements/Resignations-Accepted by President

Hetzler, Dave-Dean, Workforce & Agricultural Programs - Retirement June 30, 2026

Straza, Sarah-Administrative Specialist, Health Sciences - Resignation March 19, 2026

I concur with the Personnel recommendations.

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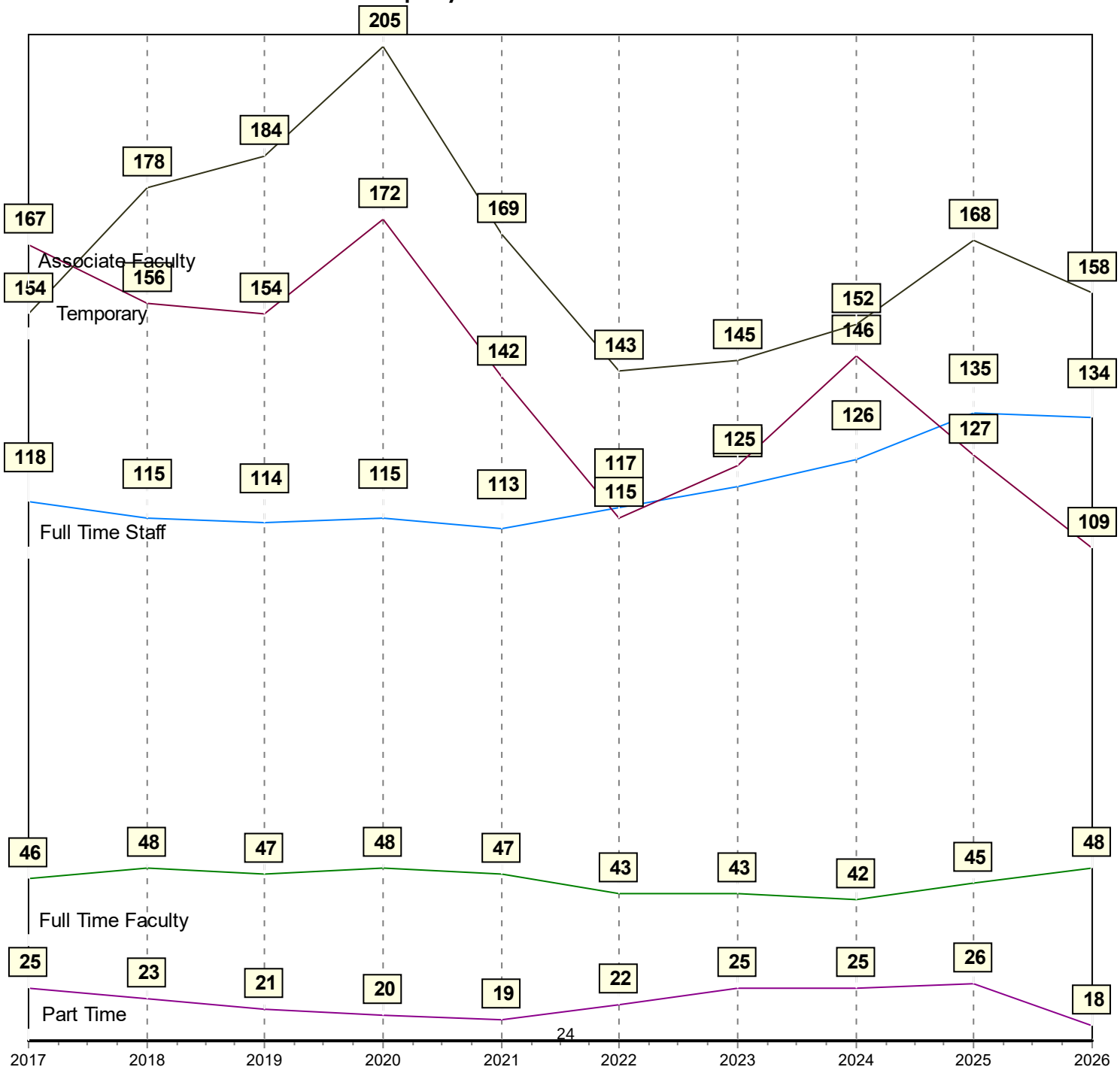
Core Values: Excellence Accountability Integrity Servant Leadership Lifelong Learning

John Wood Community College, District No. 539

As Of 3/1/2026

Employment Trends



John Wood Community College

Financial Reports

Board of Trustees Meeting

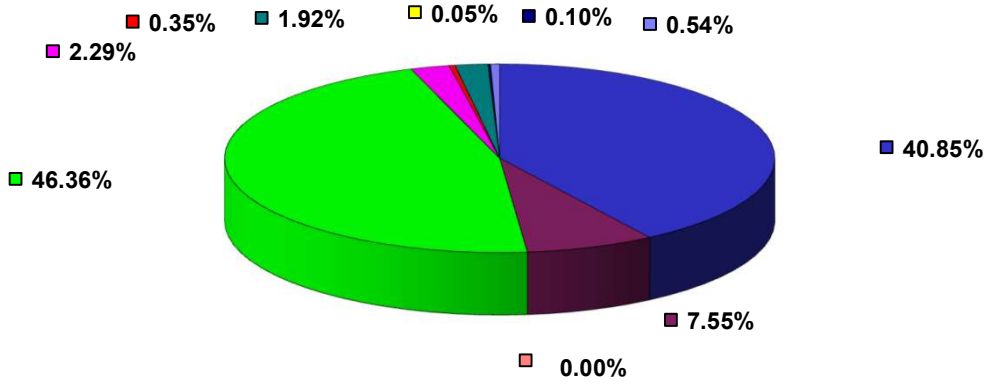
April 15, 2026

John Wood Community College, District No. 539
Comparison of Actual to Budget - FY' 26 to FY' 25
As of March 31, 2026
Unaudited

Operating Funds

	Actual FY ' 26	Budget FY ' 26	% of Budget FY ' 26	Actual FY ' 25	Budget FY ' 25	% of Budget FY ' 25
REVENUES:						
Local Government Revenue	$7,352,034	$7,623,000	96.45 %	$6,677,533	$7,258,097	92.00 %
State Government Revenue	$1,358,157	$2,077,360	65.38 %	$1,561,412	$2,454,961	63.60 %
Federal Government Revenue	$0	$0	0.00 %	$0	$0	0.00 %
Student Tuition and Fees	$8,344,102	$8,577,150	97.28 %	$8,249,402	$8,175,365	100.91 %
Sales and Services Revenue	$412,069	$560,150	73.56 %	$349,045	$559,200	62.42 %
Facilities Revenue	$62,472	$92,600	67.46 %	$38,264	$25,000	153.06 %
Investment Revenue	$345,238	$450,000	76.72 %	$430,107	$300,000	143.37 %
Gifts and Grants Revenue	$8,649	$10,000	86.49 %	$8,820	$17,805	49.54 %
Other Revenue	$18,340	$13,500	135.86 %	$17,147	$9,500	180.49 %
Transfers From	$96,470	$162,931	59.21 %	$110,428	$258,195	42.77 %
TOTAL REVENUES:	**$17,997,533**	**$19,566,691**	**91.98 %**	**$17,442,157**	**$19,058,123**	**91.52 %**
EXPENDITURES:						
Salaries	$6,925,804	$9,895,611	69.99 %	$6,582,407	$10,006,836	65.78 %
Employee Benefits	$2,086,474	$2,920,554	71.44 %	$1,914,862	$2,689,004	71.21 %
Contractual Services	$1,153,837	$1,684,597	68.49 %	$851,391	$1,533,075	55.53 %
General Materials and Supplies	$841,384	$1,181,376	71.22 %	$784,006	$1,287,633	60.89 %
Travel & Conference/Meeting Expense	$146,260	$423,048	34.57 %	$122,683	$289,901	42.32 %
Fixed Charges	$123,932	$121,814	101.74 %	$85,773	$110,770	77.43 %
Utilities	$566,839	$737,000	76.91 %	$515,030	$676,500	76.13 %
Capital Outlay	$261,704	$752,259	34.79 %	$546,654	$760,266	71.90 %
Other Expenditures	$1,065,983	$1,285,605	82.92 %	$1,098,348	$1,182,007	92.92 %
Transfers To	$533,875	$564,827	94.52 %	$465,000	$522,131	89.06 %
TOTAL EXPENDITURES:	**$13,706,092**	**$19,566,691**	**70.05 %**	**$12,966,154**	**$19,058,123**	**68.03 %**
REVENUES OVER (UNDER) EXPENDITURES	**$4,291,441**			**$4,476,004**		

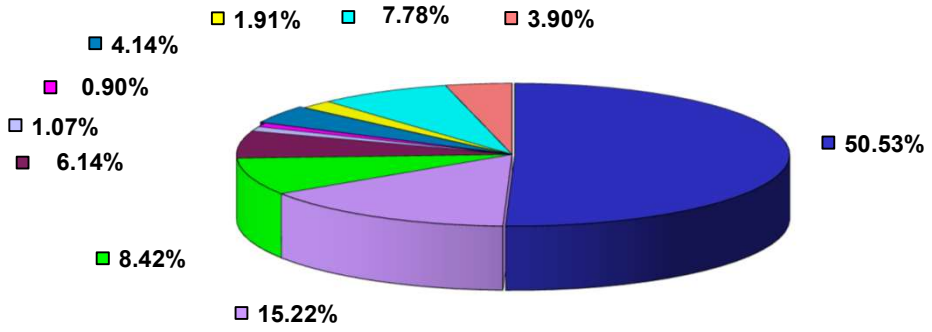
FY26 Operating Fund Revenues YTD as of March 31, 2026
Unaudited



Operating Fund Revenues: **$17,997,533**

40.85%	Local Government Sources	$7,352,034
7.55%	State Government Sources	$1,358,157
0.00%	Federal Government Sources	$0
46.36%	Student Tuition and Fees	$8,344,102
2.29%	Sales and Service Fees	$412,069
0.35%	Facilities Revenue	$62,472
1.92%	Investment Revenue	$345,238
0.05%	Gifts and Grants Revenue	$8,649
0.10%	Other Revenues	$18,340
0.54%	Transfers from Other Funds	$96,470

FY26 Operating Fund Expenditures YTD as of March 31, 2026
Unaudited



Operating Fund Expenditures: **$13,706,092**

50.53%	Salaries	$6,925,804
15.22%	Employee Benefits	$2,086,474
8.42%	Contractual Services	$1,153,837
6.14%	Materials and Supplies	$841,384
1.07%	Conference and Meeting	$146,260
0.90%	Fixed Charges	$123,932
4.14%	Utilities	$566,839
1.91%	Capital Outlay	$261,704
7.78%	Other Expenditures	$1,065,983
3.90%	Transfer to/from Other Funds	$533,875

Balance Sheet - All Funds
As of March 31, 2026
Unaudited

	Operating Funds	Oper. & Maint. Fund (Restricted)	Grant Restricted Funds	Special Levy Tax Fund	Working Cash Fund	Bond & Interest Fund	Auxiliary Enterprise Fund
ASSETS							
Cash	$9,853,309	$6,664,830	$533,064	$1,857,229	$1,072,420	$499,420	$3,854,005
Investments	$2,596,472	$2,028,219	$0	$0	$4,349,154	$0	$0
Receivables	$496,669	$0	$279,646	$0	$0	$0	$0
Accrued Revenue	$0	$0	$351,724	$0	$0	$0	$0
Interfund Receivables	$0	$0	$0	$0	$0	$0	$0
Inventory	$62,298	$0	$0	$0	$0	$0	$266,360
Other Assets	$0	$186,670	$0	$0	$0	$0	$0
Prepaid Expenses/Deferred Charges	$179,684	$0	$3,625	$1,259	$0	$0	$654
TOTAL ASSETS	**$13,188,431**	**$8,879,720**	**$1,168,059**	**$1,858,488**	**$5,421,574**	**$499,420**	**$4,121,019**
LIABILITIES							
Payroll Deduction Liabilities	$1,176	$0	$0	($881)	$0	$0	$0
Accounts Payable	$23,349	$0	$12,417	$2,960	$0	$0	$322,314
Accrued Expense	$1,078,179	$0	$61,154	$41,156	$0	$0	$28,141
Interfund Payables	$0	$0	$0	$0	$0	$0	$0
Deferred Revenue	$3,717	$0	$4,960	$0	$0	$0	$0
Other Liabilities	$39	$0	$0	$0	$0	$0	$0
CLEARING ACCOUNTS	$37,094	$0	$0	$0	$0	$0	$0
TOTAL LIABILITIES	**$1,143,553**	**$0**	**$78,531**	**$43,235**	**$0**	**$0**	**$350,455**
FUND BALANCE 7/01/2025	$7,753,437	$11,069,738	$506,974	$1,472,838	$5,296,783	$456,167	$3,689,071
Revenue Over (Under) Expense	$4,291,441	($2,190,019)	$582,554	$342,415	$124,791	$43,253	$81,493
FUND BALANCE 3/31/2026	**$12,044,878**	**$8,879,720**	**$1,089,528**	**$1,815,254**	**$5,421,574**	**$499,420**	**$3,770,564**
TOTAL LIABILITIES AND FUND BALANCE	**$13,188,431**	**$8,879,720**	**$1,168,059**	**$1,858,488**	**$5,421,574**	**$499,420**	**$4,121,019**

JWCC Investment Report
FY 2026

UNAUDITED REPORT

Total Cash and Investments	**Value as of March 2026**
JWCC Shadow Account	4,010,707.62
Illinois Funds	15,838,395.20
Raymond James Financial Services	4,519,077.92
JWCC CDs & Treasuries	8,973,844.84
Total Cash and Investments	33,342,025.58

Held by JWCC	**Interest Rate**	**Maturity Date**		Fund
FBT Shadow Account	2.25%		4,010,707.62	all funds
Raymond James Financial Services	3.93%		4,519,077.92	all funds
IL FUND Money Market	3.782%		15,838,395.20	all funds
	Yield Rate			
First Mid Bank & Trust - CD	4.86%	4/13/2026	112,629.93	07
First Mid Bank & Trust - CD	4.86%	4/13/2026	281,574.84	07
Eagle Valley Bank - CD	4.60%	7/2/2026	267,699.24	32
Homebank - CD	4.41%	9/24/2026	258,362.07	32
Bank of Springfield - CD	4.91%	10/9/2026	271,751.50	07
Bank of Springfield - CD	4.91%	10/9/2026	108,700.60	07
Eagle Valley Bank - CD	4.55%	12/18/2026	273,303.78	07
Eagle Valley Bank - CD	4.55%	12/18/2026	109,321.51	07
Mercantile Bank - CD	4.12%	1/22/2027	250,000.00	32
Mercantile Bank - CD	4.18%	3/21/2027	250,000.00	07
Mercantile Bank - CD	4.18%	3/21/2027	100,000.00	07
Mercantile Bank - CD	4.10%	3/26/2027	250,000.00	32
Commerce Bank - Treasury	3.70%	5/15/2027	2,596,472.10	01
Town & Country Bank Midwest	4.00%	6/26/2027	252,157.53	32
Eagle Valley Bank - CD	3.70%	7/2/2027	106,922.34	07
Eagle Valley Bank - CD	3.70%	7/2/2027	267,305.86	07
Mercantile Bank - CD	3.77%	9/18/2027	250,000.00	32
First Bankers Trust - CD	3.77%	9/23/2027	261,986.09	07
First Bankers Trust - CD	3.77%	9/23/2027	104,794.44	07
Town & Country Bank Midwest - CD	3.50%	12/9/2027	250,000.00	32
Mercantile Bank - CD	4.17%	1/22/2028	100,000.00	07
Mercantile Bank - CD	4.17%	1/22/2028	250,000.00	07
Mercantile Bank - CD	3.60%	3/12/2028	250,000.00	32
Mercantile Bank - CD	4.31%	3/26/2028	250,000.00	07
Mercantile Bank - CD	4.31%	3/26/2028	100,000.00	07
Mercantile Bank - CD	4.00%	6/30/2028	250,000.00	07
Mercantile Bank - CD	4.00%	6/30/2028	100,000.00	07
Mercantile Bank - CD	3.72%	9/18/2028	250,000.00	07
Mercantile Bank - CD	3.72%	9/18/2028	100,000.00	07
Town & Country Bank Midwest - CD	3.50%	12/9/2028	100,863.01	07
Bank of Advance - CD	3.55%	12/12/2028	250,000.00	07
Mercantile Bank - CD	3.65%	3/12/2029	100,000.00	07
Mercantile Bank - CD	3.65%	3/12/2029	250,000.00	07
Total Cash and Investments			33,342,025.58	

John Wood Community College

Expenditures for Payment

Accounts Payable. . . . . *Presented to Finance Committee*
Payroll. . . . . *Presented to Finance Committee*
Petty Cash. . . . . *Presented to Finance Committee*
Purchase Cards. . . . . *Presented to Finance Committee*

Ratification of Expenditures

The foregoing summary of obligations have been processed for payment. The College Administration certifies that these obligations, have been incurred in accordance with Board Policy, and where required, quotes and or bids were obtained. The Finance Committee of the Board has reviewed the payments and reported their findings to the Board of Trustees at the regular meeting.

Ratified this 15th day of April.

_____
Chair

_____
Secretary

Board of Trustees of Community College
District No. 539, Counties of Adams,
Pike, Hancock, Calhoun, Schuyler,
Brown, Morgan, Scott, and Cass,
and the State of Illinois.

Board of Trustees Meeting