

**MINUTES OF REGULAR MEETING OF THE
BOARD OF TRUSTEES
OF COMMUNITY COLLEGE DISTRICT #505
(Parkland College)**

**Counties of Champaign, Coles, Dewitt, Douglas, Edgar,
Ford, Iroquois, Livingston, McLean, Moultrie, Piatt, Vermilion, and State of Illinois**

JANUARY 16, 2019

ROLL CALL

The Meeting was called to order by Gregory Knott, Vice-Chairman, at 7:00 p.m. in Room U140, 2400 W. Bradley, Champaign, Illinois. At the direction of Trustee Knott, Nancy R. Willamon, Assistant to the President/Board of Trustees, called the roll of members of the Board. The following Trustees were present: James Ayers, Bianca Green, Timothy Johnson, Gregory Knott, and Jonathan Westfield. Also present were President Thomas Ramage and representatives of the administration, faculty, staff, and public.

It was moved by Ms. Green and seconded by Mr. Ayers to allow Trustee Trimble to attend the meeting via audio conference due to family illness.

The motion carried by the following vote: AYES—Ayers, Green, Johnson, Westfield, Knott; NAYS—None; ABSENT—Maiga, Voyles; ABSTAIN—Trimble.

CONSENT AGENDA MOTION

Trustee Knott asked if Trustees had any questions regarding items included on the Consent Agenda.

It was moved by Mr. Ayers and seconded by Ms. Green to approve the consent agenda that includes all items on the agenda that are preceded by an asterisk.

The motion carried by the following vote: AYES—Ayers, Green, Johnson, Trimble, Westfield, Knott; NAYS—None; ABSENT—Maiga, Voyles.

The consent agenda adopted includes approval of the following items:

- Approved the minutes of the Board of Trustees Regular and Closed Session Meeting held on December 19, 2018.
- Approved the voucher checks listing thru December 31, 2018, totaling \$1,410,766.76.

- Moved to declare the following as surplus property:
 - Glock Pistol, Model 22, Serial #TFD-627
 - Glock Pistol, Model 22, Serial #TFD-629
- Moved to adopt the Resolution identifying work contracts to the Installment Purchase Agreement entered into in connection with the issuance of Series 2008 and Series 2009 Debt Certificates in accordance with the Resolution.
- Moved to approve the awarding of funds from external sources as follows:
 - Junior League of Champaign-Urbana: Community Assistance Fund (Homework Club)
 - Ameren Illinois – Energy Efficiency Programs: Metering & Monitoring - 1800468
- Moved to approve the recommendation by Legal Counsel that no closed session minutes be released at this time.

PUBLIC COMMENTS

Trustee Knott opened the floor for public comments.

There were no public comments.

PUBLIC SAFETY DEPARTMENT

In accordance with the Illinois Compiled Statutes, the Board of Trustees is empowered to appoint sworn members to the College's Public Safety Department. The following individual was appointed to the full-time, 12-month public safety officer position and is qualified to be a Parkland College Peace Officer.

Matthew R. Monferdini – Filling the vacancy created by Jason Metzelaars' departure.

Officer Monferdini graduated from the Macon County Law Enforcement Training Center. Prior to being hired by Parkland Public Safety, Officer Monferdini served as a Security Officer with Riverside Medical Center, Kankakee, Illinois.

It moved by Mr. Ayers and seconded by Mr. Westfield to approve the Resolution to appoint Matthew R. Monferdini as a Peace Officer to the Parkland Public Safety Department.

The motion carried by the following vote: AYES—Ayers, Green, Johnson, Trimble, Westfield, Knott; NAYS—None; ABSENT—Maiga, Voyles.

Vice-Chairman Knott administered the Oath of Office to Officer Monferdini.

Student Trustee Maiga joined the meeting at 7:04 pm.

REPORT FROM THE PRESIDENT OF PCA

Kevin Hastings, President of PCA, indicated there was nothing to report at the January meeting.

PRESIDENT'S REPORT

Dr. Ramage reported on the following:

1. Introduced Kevin Hastings, the new President of PCA, and Josh Birky, the new Vice-President of PCA.
2. Marietta Turner introduced the new Director of Student Life, Tracy Kleparski.
3. Reported that Parkland recently received a MAP allocation from ISAC in the amount of \$56,862.00. This allocation will allow Parkland to award 105 additional students with a MAP award retroactively for the Fall semester.
4. Reported that Parkland's athletic teams excellence extends beyond the playing field and into the classroom. During 2018 Fall semester, five of our eight programs finished the semester with a GPA of 3.00 or higher. Individually, Parkland saw 18 student athletes finish with a perfect 4.00 GPA, while an additional 34 athletes earned a GPA of 3.50 or higher.
5. Reported that the Parkland Foundation recently received a major gift of \$150,000.00 from Dr. Victor Feldman, a local physician, for the ceramics department in our Art and Design program at Parkland. Dr. Feldman is a life-long learner and enjoyed taking Parkland ceramic classes. His generous gift will be used to improve the ceramics course curricula and provide additional program support.
6. Reminded the Board that Parkland will be closed on January 21st in observance of Martin Luther King, Jr. Day. Parkland will be part of a celebration on Friday, January 18, at the Vineyard Church in Urbana at 5:00 pm.
7. Reminded the Board that the Foundation Athletic Hall of Fame event will be on Saturday, January 26, during half-time of the men's basketball game. The Board received invitations at their places.
8. Wished Foundation Director Tracy Wahlfeldt and Dean of Health Professions Carolyn Ragsdale a happy birthday.

9. Announced that this was Nancy Willamon's last Board meeting. She will be retiring January 31, and he thanked her for her service to Parkland and the Board.

STATEWIDE PLACEMENT POLICIES REPORT

Michael Trame, Vice President for Student Services, and Pamela Lau, Vice President for Academic Services, presented an overview of ICCB statewide recommendations for new student placement into college-level English and mathematics. The presentation included the context for these recommendations as well as directions for implementation. Trustee Ayers stated that Parkland does a good job in transitioning because our students leave prepared.

LEGISLATIVE UPDATE

Stephanie Stuart, Vice President for Communications and External Affairs, gave a legislative update and provided the Board with a handout. She also mentioned that ACCT Legislative Summit will take place in February in Washington, DC and Parkland College, College of Lake County and Oakton Community College will be hosting an Illinois Community College Alumni Mixer on February 12 in DC.

FINANCIAL STATEMENTS

Chris Randles reported that the financial statements for December reflected the results of operations of the College for the first six months of fiscal year 2019. The revised budget estimates indicated that revenues exceeded expenditures by \$227,907.00 in the general operating funds.

- The key factors for the College's operating results in FY2019 will be State funding, tuition and fees revenue (enrollment) and health claims.
- The College has received all of its FY2018 ICCB Base Operating and Equalization payments.
- The College has received its first six FY2019 ICCB Base Operating and first three Equalization payment.
- Enrollment is down in summer and fall, but the contingency is sufficient to cover the shortfall in revenue to date. Spring enrollment is also currently down.
- Health claims paid are tracking slightly under budget to date.
- The original FY2019 budget projected a \$333,191.00 surplus.
- The FY2019 audited beginning operating fund balance is \$17.55M. This amount is 34% of operating expenditures.

- The FY2019 College tentative budget was lodged in July.
- The FY2019 College final budget was presented in September.
- The FY2018 College preliminary audit was presented at the October meeting.
- The FY2018 College final audit was approved at the November meeting.
- The TY2018 tax levy was approved at the November meeting.
- The FY2019 Budget Workshop and FY2020 tuition discussion is scheduled for February.

Mr. Randles reminded the Board there will be the annual budget workshop at the February Board of Trustees meeting. Administration will also be bringing recommendations for next year's tuition. If the Board has specific items they would like addressed at the Budget Workshop, please contact him or President Ramage.

FREEDOM OF INFORMATION ACT (FOIA)

Stephani Stuart reported on the following FOIA requests:

1. Kaza Rhan, LocalLabs – Election Information

APPLICATION OF FUNDS FROM EXTERNAL SOURCES

It was moved by Mr. Johnson and seconded by Mr. Westfield to approve the grant proposals listed below as presented for consideration prior to submission to the specific agencies:

1. Junior League of Champaign-Urbana: Annual Partnerships Projects
2. Illinois Arts Council Agency (IACA): Summer Youth Employment in the Arts

The motion carried by the following vote: AYES—Ayers, Green, Johnson, Trimble, Westfield, Maiga (Advisory Vote), Knott; NAYS—None; ABSENT—Voyles.

CLOSED SESSION

Trustee Knott stated the Board would be not be going into Closed Session.

NEW CERTIFICATE

Administration recommended Board approval for the General Education Core Curriculum (GECC) Certificate.

General Education Core Curriculum: Minimum graduation requirement – 38 hours

Since 1998, Parkland has been a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum (GECC) between participating institutions. The GECC requires that the student take courses distributed across five academic discipline areas. Completion of the GECC at a participating institution provides assurance for the transferring student that lower-division general education requirements for a transfer Associate in Arts degree or a bachelor's degree have been satisfied. Public Act 099-0636 states that students who complete the full GECC package may not be required to take additional lower-division general education courses upon transfer.

In accordance with Section 1501.301 and Section 1501.309 of the ICCB System Rules, colleges may now award an official certificate to a student who completes the GECC. This GECC certificate is not a work-force certificate or an industry-recognized credential, but it is a powerful tool in aiding transfer and completion.

It was moved by Mr. Johnson and seconded by Mr. Ayers to approve the new IAI General Education Core Curriculum certificate.

The motion carried by the following vote: AYES—Ayers, Green, Johnson, Trimble, Westfield, Maiga (Advisory Vote), Knott; NAYS—None; ABSENT—Voyles

POLICY MANUAL UPDATES (LODGED)

The Parkland College Association (PCA) and Administration completed the latest review of the Policy and Procedures Manual. The recommended policies were lodged and will be presented as a consent motion for approval at the February 20 meeting:

- Policy 3.13 – Use of College Facilities
- Policy 3.24 – Tobacco Free Campus
- Policy 3.42 – Animals on Campus
- Policy 4.14 – Grievance
- Policy 8.08 – Release of Information about Students
- Policy 8.10.18 – Student Leadership Scholarships

PERSONNEL REPORT

It was moved by Mr. Ayers and seconded by Mr. Johnson to approve the Personnel Report for January, 2019, in accordance with the document provided to the Board.

The motion carried by the following vote: AYES—Ayers, Green, Johnson, Trimble, Westfield, Maiga (Advisory Vote), Knott; NAYS—None; ABSENT—Voyles

TRUSTEE REPORTS

Vice-Chairman Knott thanked Nancy Willamon for her years of service to Parkland College the past 20 years.

ADJOURNMENT

There being no further business to come before the Board, it was moved by Ms. Green and seconded by Mr. Westfield for adjournment and voted AYE by all trustees present. The meeting was adjourned at 7:45 p.m.

Dana Trimble, Chairman
Board of Trustees

James L. Ayers, Secretary
Board of Trustees