

**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**

DECEMBER 19, 2018

ROLL CALL

The Meeting was called to order by Gregory Knott, Chairman, at 7:00 p.m. in Room U325, 2400 W. Bradley, Champaign, Illinois. At the direction of Chairman Knott, Krystal Garrett, 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, Dana Trimble, James Voyles, Jonathan Westfield, and Lydia Gallaher (Student Trustee). Also present were President Thomas Ramage and representatives of the administration, faculty, staff, and public.

CONSENT AGENDA MOTION

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

It was moved by Mr. Ayers and seconded by Mr. Trimble 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, Voyles, Westfield, Gallaher (Advisory Vote), Knott. NAYS—None; ABSENT—NONE.

The consent agenda adopted includes approval of the following items:

- Approved the minutes of the Board of Trustees Regular Meeting held on November 20, 2019.
- Approved the voucher checks listing thru November 30, 2019, totaling \$1,471,701.05.
- Moved to declare as surplus property the following items:

<u>Description</u>	<u>Quantity</u>
• Lounge Furniture	30
• Gaming Table	1

- Van – 11 Passenger 1
Make Ford
Model Econoline E350
Year 2001
VIN # 1FBSS31L81HB33464

- Bus – 15 Passenger 1
Make Chevrolet
Model Express
Year 2008
VIN # 1GBJG316281154613

- Moved to approve the awarding of funds from external sources as follows:
 - Illinois Green Economy Network (IGEN): General Membership Award

- Approve the grant proposals listed below as presented for consideration prior to submission to the specific agencies:
 - Champaign West Rotary Charities: 2019 Donation

- Moved that the notice published in The News-Gazette regarding the schedule of regular meetings of the Board of Trustees for 2020 be recognized as being published.

PUBLIC COMMENTS

Chairman Knott opened the floor for public comments.

There were no public comments.

REPORT FROM THE PRESIDENT OF PCA

Kevin Hastings, President of PCA, gave an end-of-the-year report on PCA activities, including committee and sub-committee work. He also thanked the Board and the College for the opportunities provided to work together and represent the PCA. Chairman Knott thanked Kevin and all those involved in PCA for all the work that goes on behind the scenes and all they do.

PRESIDENT'S REPORT

Dr. Ramage reported on the following:

- Reported that the Parkland Women's Volleyball team made it to the 2019 NJCAA National Championship game and completed their run as 2nd in the nation. He

congratulated Coach Hastings and the Parkland Volleyball team, stating he is very proud of their work and success.

- Announced that the December 3 Holiday Reception was well attended. He thanked Betsy's Bistro for doing a wonderful job, and thanked everyone who helped with the planning and execution of the event. He also thanked the Board members who were able to attend.

- Reminded the Board that the College will be closed December 21 through January 1. He wished everyone happy holidays.

- Announced a save-the-date for the MLK Celebration, which will be held on January 17 at 4:00 p.m. at the Vineyard Church in Urbana. He mentioned that Parkland is a sponsor and that Dean Turner and Kathleen McAndrew are the leads for this event.

Trustee Johnson asked that reminders be sent for the January Board meeting and the MLK Celebration.

IT UPDATE

Mr. Amin Kassem Chief Information officer (CIO) and Chief Security Information Officer (CISO) provided an update on the information technology and security at Parkland as well as an overview of the new technology strategic plan. The technology plan presentation will cover current state of technology and its overall impact on higher education. A handout was provided to the Board.

Trustee. Ayers asked where the source of most of the spam attempts come from. Amin stated that Nigeria is a big source.

Trustee. Voyles asked what the multi-authenticated login will require. Amin discussed what that process could look like.

Vice-Chairman Green asked if security breaches had more success coming through student or faculty groups. Amin stated that IT is most worried about it accessing through employee data because they will then have access to sensitive areas that could have a huge impact on the College. He noted that IT's goal is to keep on top of it and stay a step ahead.

LEGISLATIVE UPDATE

Stephanie Stuart, Vice President for Communications and External Affairs, gave a legislative update and provided the Board with a handout.

FREEDOM OF INFORMATION ACT (FOIA)

Stephanie Stuart reported on the following FOIA requests:

<u>Requestor</u>	<u>Information Requested</u>
Rachel Conner Peter Lynch	Budget Year Information Police Records

FINANCIAL STATEMENTS

Chris Randles reported that financial statements for November reflect the results of operations of the College for the first five months of fiscal year 2020. The revised budget estimates indicate that revenues will exceed expenditures by \$273,545 in the general operating funds.

- The key factors for the College's operating results in FY2020 will be tuition & fees revenue (enrollment) and health claims.
- The College has received its first four FY2020 ICCB Base Operating and first three Equalization payments.
- The original FY2020 budget projected a \$282,504 surplus.
- The FY2020 audited beginning operating fund balance is \$19.25M. This amount is 35.8% of operating expenditures.
- The FY2020 College tentative budget was lodged in July.
- The FY2020 College final budget was approved in September.
- The FY2019 College "clean" audit was approved at the October meeting.
- The TY2019 tax levy was approved at the November meeting.

The FY2020 budget workshop is tentatively planned for February 2020

Chairman Knott asked about the property tax revenue. Mr. Randles stated that because Champaign was delayed a month, some of the monies were pushed back a month.

NEW CAREER PROGRAMS

Approval was recommended for the following career certificates:

- Google IT Support Professional – 6 credit hours
- Land Surveying Technician – 12 credit hours
- Music Business – 24 credit hours

Dr. Lau reviewed the following certificates and discussed their importance:

Google IT Support Professional Certificate

The Google IT Support Professional certificate prepares students for entry level PC (Windows-based) support employment.

Students will learn the fundamentals of IT support critical for success in entry-level IT support jobs. Fundamentals include skills in trouble-shooting, customer service, networking, operating systems, system administration, and security. Certificate completion also allows students to earn a Google-issued industry-recognized credential.

This certificate is a reasonable and moderate extension of the existing Network Administration and Support A.A.S. program. It has been approved by the college's Curriculum Committee. It will be offered through the Business/Computer Science and Technologies department, Career and Technical Education division.

Land Surveying Technician Certificate

The Land Surveying Technician certificate is a 4-semester part-time program designed for students currently employed in the surveying industry and accepted for entry into the apprenticeship program sponsored by the Illinois Professional Land Surveyor's Association and Parkland College.

This certificate is a reasonable and moderate extension of the existing Land Surveying A.A.S. program. It has been approved by the college's Curriculum Committee. It will be offered through the Agriculture/Engineering Science and Technologies department, Career and Technical Education division.

Music Business Certificate

The Music Business certificate prepares students for entry-level positions in the music business industry. Students will gain foundational knowledge of how the music industry work and gain practical hands-on experience in music recording, audio production, radio, advertising, and business. Certificate completers can be employed as assistants in recording studios, associates at record labels companies, or in entry-level positions in companies with business interests in music.

This certificate is a reasonable and moderate extension of the existing Communication: Media and Arts Production A.A.S. program. It has been approved by the college's Curriculum Committee. It will be offered through the Fine and Applied Arts department, Arts and Sciences division.

It moved by Mr. Voyles and seconded by Mr. Trimble to approve the certificates, Google IT Support Professional, Land Surveying Technician, and Music Business.

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

CLOSED SESSION

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

PERSONNEL REPORT

It was moved by Ms. Green and seconded by Mr. Westfield to approve the Personnel Report for December 2019, in accordance with the document provided to the Board.

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

TRUSTEE REPORTS

Chairman Knott and Trustee Trimble both wished everyone a happy new year.

ADJOURNMENT

There being no further business to come before the Board, it was moved by Chairman Knott and seconded by Ms. Green for adjournment and voted AYE by all trustees present. The meeting was adjourned at 7:38 p.m.

Gregory Knott, Chairman
Board of Trustees

Jonathan Westfield, Secretary
Board of Trustees