

**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**

**April 20, 2022**

**ROLL CALL**

The Meeting was called to order by James Voyles, Chairman, at 7:09 p.m. The meeting was held in Room U325, 2400 W. Bradley, Champaign, Illinois, and electronically via Zoom. At the direction of Chairman Voyles, Krystal Garrett, Assistant to the President/Board of Trustees, called the roll of members of the Board. The following Trustees were present: James Ayers, Maureen Banks, Jarrett Clem, Timothy Johnson, Dana Trimble, and Kha Nguyen (Student Trustee). Also present were President Thomas Ramage and representatives of the administration, faculty, staff, and public. Trustee Green was absent.

**CONSENT AGENDA MOTION**

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

It was moved by Mr. Johnson 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, Banks, Clem, Johnson, Trimble, Voyles, Nguyen (Advisory Vote); NAYS—None; ABSENT—Green.

The consent agenda adopted includes approval of the following items:

- Approved the minutes of the Board of Trustees Regular Meeting held on March 09, 2022
- Approved the voucher checks listing thru March 31, 2022 (including Board travel), totaling \$2,682,395.01.
- Approved the disposal of the following items as surplus property:
  - 2011 Ford Econoline E250 van; VIN:1FTNS2EW7BDA15177; Mileage: 162,128.
- Approved the filing of the following grant applications:
  - Illinois State Library/Secretary of State: Adult Volunteer Literacy Grant (Project READ)
  - Illinois State Library/Secretary of State: Penny Severns Family Literacy Program

- Illinois Arts Council Agency (IACA): FY23 General Operating Support (GOS) Grant
- Illinois State Historical Records Advisory Board (ISHRAB): Historical Records Grant Program
- ProLiteracy and the Nora Roberts Foundation: Literacy Opportunity Fund
- Approved the awarding of funds from external sources as follows:
  - Illinois Community College Board (ICCB): Developmental Education Innovation Grant for Co-Requisite Implementation

### **PUBLIC COMMENTS**

Chairman Voyles opened the floor for public comments.

There were no public comments.

### **COMMUNICATION FROM PCA**

Joshua Birky, President of PCA, noted that PCA recently held its last meeting of the spring semester and will resume in August.

### **PRESIDENT'S REPORT**

Dr. Ramage reported on the following:

1. Thanked those who attended the Scholarship Reception, noting that it was a good turnout and meaningful experience for donors and students who received those scholarships.
2. Parkland celebrated the Black Student Success Project (BSSP) and the retirement of its director, Donna Tanner-Harold. Ms. The BSSP will be moving to Student Life under the leadership of Dr. Marietta Turner. The BSSP launched in 2008 and provides African American students with personal development, career, and academic workshops, activates, and events. Thanked Donna for her commitment to the BSSP and Parkland College, and Dr. Turner for her commitment to keeping this initiative going.
3. Parkland celebrated Community College Month through a press release and social media campaigns, which featured statistics from the recent Economic Impact Study. Thanked Trustees Green and Ayers for their remarks in the recent press release, and the Marketing Department for their help.
4. The SpongeBob Musical will run through May 1. Tickets are available online or at the ticket office.
5. April 22 – Trade-Up Event. This event is a partnership with Parkland College and our Local Trade Unions to expose 8th graders to careers in the trades. Students participate in numerous demonstrations and hands-on interactive stations related to the building trades and industrial technology. These stations are led by representatives from the building trades and Parkland College's Agriculture and Engineering Science and Technology department.

6. April 25 from 3-5 p.m. - SWFT and Adult Education will be hosting an Open House celebrating their new location in D120. Guests are invited to come enjoy refreshments and learn about each program. Dr. Lau, Ms. Stuart, and State Rep. Carol Ammons will give remarks. We're in our 3<sup>rd</sup> year of funding with great outcomes.
7. Surgical Technology will host its 50<sup>th</sup> Anniversary Open House in the Student Union on April 27, from 5-7 p.m. Dr. James Harms will be the featured guest speaker.
8. Parkland College, along with the U of I, is sponsoring the 29<sup>th</sup> Annual ILACHE Professional and Student Development Conference. ILACHE is the Illinois Latino Council on Higher Education. This event will be on April 29 at the I Hotel.
  - a. In addition, Parkland will be hosting a reception for ILACHE Board members and Club Latino on April 28 at 6 p.m., in room U140. There will be brief remarks from the college, Associate Professor Charles Larenas, and a student speaker.
9. April 30 – The Perimeter Road music festival will be held from 12-7 p.m. in the B1 parking lot. There will be live music for all ages, and this event is free and open to the public.

### **LEGISLATIVE UPDATE**

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

### **FREEDOM OF INFORMATION ACT (FOIA) REQUESTS**

Stephanie Stuart, Vice President for Communications and External Affairs, reviewed the requests made under the FOIA during the month and the disposition of the requests, which include:

<b><u>Requestor</u></b>	<b><u>Information Requested</u></b>
Jack Popovich	Faculty Information
Jack Popovich	Faculty Information
Travis Uden	Police Information
Sam Stecklow	Faculty Information
Jared Rutecki	Athletic Department Payroll Information
Mandy Dorman	Employee Directory Information
Callie Carkin	Flex Room Bid Winner Information
Alfred Molinaro	Police Information
Alfred Molinaro	Police Payroll Information
Daniel King	Policy Use of Force Information

### **FINANCIAL STATEMENTS**

Chris Randles reported that the financial statements for March reflect the results of operations of the College for the first nine months of fiscal year 2022. The revised budget estimates indicate that expenses will exceed revenues by \$969,937 in the general operating funds.

- The key factors for the College's operating results in FY2022 will be tuition & fees revenue (enrollment), CPPRT revenues, self-funded health claims, and continued impact of COVID-19 (including relief funding such as HEERF III).
- As discussed in the budget workshop, CPPRT revenues are exceeding budget, health claims are exceeding budget, and HEERF III will be utilized for lost revenues. The net result is projected to be a healthy surplus.
- The College has received its first nine (of twelve) FY2022 ICCB Base Operating and Equalization Grant payments.
- The tentative and original FY2021 budgets projected a \$426,199 deficit.
- The FY2022 audited beginning operating fund balance is \$27.3M. This amount is 54% of operating expenditures.
- The FY2022 College tentative budget was lodged in July.
- The FY2022 College final budget was approved in September.
- The FY2021 College audit was approved in November.
- The TY2021 tax levy was approved in November.
- The FY2022 budget workshop was held in February 2022.

#### **EXEMPT PURCHASE -PITNEY BOWES EQUIPMENT LEASES**

Pitney Bowes is a global shipping and mailing company that provides equipment and services to support the Parkland College mailroom. Administration is looking to renew two expiring equipment leases with Pitney Bowes.

The Send Suite lease provides package tracking equipment and software that allows the Parkland mailroom to track incoming and delivering packages. The proposed lease renewal is for 60-months at \$505.90 per month for a total of \$30,354 over 5 years.

The Folder\Inserter Relay 5000 lease provides equipment and software used for folding and inserting letters into an envelope. The proposed lease renewal is for 60-months at \$665 per month for a total of \$39,900 over 5 years.

This purchase relates to the following strategic goals:

**Goal E: Responsibility:** Parkland College will strive for sustainable fiscal and financial vitality emphasizing a continued investment in the human, technological, physical, and virtual assets of the college.

**E2.** Utilize our strategic technology plan to support all areas of the college.

**E3.** Maintain and create sustainable resources to maximize efficiency of all operations and create learning opportunities for faculty, staff, and students.

Administration recommended approving two 5-year leases with Pitney Bowes of Stamford, CT for Send Suite and Folder/Inserter Relay 5000 for a total not to exceed \$70,254. These items are exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27.1 (f) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services. Board authorization is requested since the cost exceeds \$20,000. Funds for these purchases are available in the operating budget.

It was moved by Mr. Clem and seconded by Mr. Trimble to approve the 60-month Send Suite and Folder/Inserter Relay 5000 leases with Pitney Bowes of Stamford, CT for a total not to exceed \$70,254.

The motion carried by the following vote: AYES—Ayers, Banks, Clem, Johnson, Trimble, Nguyen (Advisory Vote), and Voyles; NAYS—None; ABSENT—Green.

#### **EXEMPT PURCHASE – FORD MUSTANG MACH-E**

The Ford ASSET curriculum provides the training required for certification by the Ford Motor Company. As automotive technology has developed in recent years, Ford has introduced classroom training material dedicated to Hybrid and battery-EV vehicles and has indicated that HEV training and certification will soon become mandatory for dealerships. Implementation of this curriculum requires access to a vehicle with the appropriate technology which to this point we have not been able to provide. This purchase will be the first battery-electric vehicle in Parkland's automotive fleet and will provide the ability to expand our automotive technology curriculum to current standards.

This purchase relates to the following strategic goals:

**Goal A: Quality:** Parkland College will maintain the highest educational standards providing ongoing continuous learning for all citizens of District 505.

**A2:** Ensure the excellence of academic programs with emphasis on teaching and learning, student success, and outcomes assessment.

Administration recommended the purchase of a used 2021 Ford Mustang Mach-E, VIN#3FMTK3SU1MMA06011, with 23,325 miles from Shields Auto Group of Rantoul, IL for a total cost of \$60,000. This item is exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27.1 (i) purchases of equipment previously

owned by some entity other than the district itself. Board authorization is requested since the cost exceeds \$20,000. Funds are available from the FY2022 Perkins grant for this purchase.

It was moved by Mr. Clem and seconded by Mr. Johnson to approve the purchase of a used 2021 Ford Mustang Mach-E from Shields Auto Group of Rantoul, IL for a total cost of \$60,000.

The motion carried by the following vote: AYES—Ayers, Banks, Clem, Johnson, Trimble, Nguyen (Advisory Vote), and Voyles; NAYS—None; ABSENT—Green.

### **AWARD OF HONORARY DEGREE POSTHUMOUSLY**

Ross Booker, a Parkland student in the Diesel Power Equipment Technology program, passed away on March 6, 2022, following an accident as he was working as a tow truck driver in Champaign. Ross was in his last semester at Parkland and was working on completing his final two-credit hour work experience course requirement before his pending graduation in May 2022. He was a 2000 graduate of St. Joseph-Ogden High School.

Per Parkland College Policy 8.30, Guidelines for Awarding an Honorary Degree Posthumously, a classmate of Ross's petitioned the college to award Ross an honorary degree. A faculty member and a staff member provided supporting documentation for this request. Per the guidelines, Dr. Marietta Turner, in her role as Dean of Students assembled and led a committee of three students and two administrators to evaluate the request and make a recommendation to the college. The following letter is the result of that committee's review:

*To: Dr. Michael Trame, Vice President for Student Services*  
*From: Dr. Marietta Turner, Dean of Students*  
*Date: April 1, 2022*  
*RE: Honorary Degree Committee Recommendation*

*As the chair, I submitted information to the committee of three student leaders and two administrators, who were asked to review the following:*

- 1. Parkland Policy 8.30-Guidelines for Awarding Honorary Degrees Posthumously*
- 2. Nomination Letter from a student*
- 3. Recommendation letters from both a faculty and staff member.*
- 4. Admissions' Summary of Student's Academic Record Including Completion Percentage*

*The committee members individually reviewed the materials, submitted their answers whether the submission met the policy criteria for full committee viewing and provided their decision and comments, if any.*

*Committee comments included the following:*

*"Ross Booker based on what I have read and seen. He seems like he would be the perfect candidate."*

*“It has been deeply moving to learn more about Ross Booker’s life and work and read the words of those who cared for and admired him. The recommendation letters describe a young man with a compelling personality and a deep commitment to his community, whose loss has had a devastating impact on so many people. I am honored to recommend that Parkland confer an honorary posthumous degree.”*

*“...I, too support awarding an Honorary E.PET.AAS degree to Ross Booker. What an outstanding young man, student, and community member...The nominating letters... are heartwarming and heart breaking at the same time. There is no doubt, after reading these letters, that Ross and his family are very deserving of this recognition.”*

*“Ross Booker appears to have had an immense impact on the Parkland College community. His nomination letters were heartwarming and emotional and truly showed the kind of man Mr. Booker was throughout his time at Parkland College, as well as throughout his entire lifetime. His hard work and good character are very deserving of an Honorary Degree Posthumously.”*

*“This student has very clearly had an impact on the community and has been involved for what seems like his entire life. At the time of his death, he was in good academic standing, and seemed to be a dedicated student based off of his GPA and the letters of recommendation. After hearing that he never got the high school graduation that he wished he could have had and knowing that he will never be able to walk across the stage to graduate college, I believe that it would be incredibly honorable to award this degree to Ross and the family that he has left behind.”*

***The committee unanimously voted to recommend that Ross Booker be awarded the honorary degree posthumously.***

*We humbly ask that you advance this recommendation to Dr. Thomas Ramage, Parkland College President, and the Parkland College Board of Trustees.*

Based on the recommendation of this committee, administration deems it an honor to recommend that the Board of Trustees approve the granting of a posthumous honorary degree to Ross Booker. If approved, Ross’s family will be presented with this degree and his name will be placed on a memorial wall plaque in the college.

Trustee Johnson noted that Ross was an extraordinary person who brought enlightenment and beauty to what we hope young people are like today. He noted his strong support for this and his sympathy for a terrible loss.

Trustee Banks asked if this would be awarded at graduation. Dr. Trame noted that the college will work with the family to find a time and location that works best for them.

Trustee Ayers also informed the Board that Christian Sheehan’s parents were at the Scholarship Reception. He noted that they have been dedicated to supporting Parkland’s efforts, and that Mrs. Sheehan works at Parkland’s Dental Hygiene Clinic.

It was moved by Mr. Ayers and seconded by Mr. Clem to approve the award of an honorary degree posthumously to Ross Booker.

The motion carried by the following vote: AYES—Ayers, Banks, Clem, Johnson, Trimble, Nguyen (Advisory Vote), and Voyles; NAYS—None; ABSENT—Green.

### **CLOSED SESSION**

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

### **PERSONNEL REPORT**

It was moved by Ms. Banks and seconded by Mr. Trimble to approve the Personnel Report for April 2022, in accordance with the document provided to the Board.

The motion carried by the following vote: AYES—Ayers, Banks, Clem, Johnson, Trimble, Nguyen (Advisory Vote), and Voyles; NAYS—None; ABSENT—Green.

### **PUBLIC SAFETY DEPARTMENT – RESOLUTION**

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 is being appointed to the full-time, 12-month Police Chief/Director of Public Safety position and is qualified to be a Parkland College Peace Officer.

Troy Daniels – Replacement for Matt Kopmann.

Troy Daniels was born and raised in Champaign, Illinois and started policing in 1985 with the Champaign County Sheriff's Office. During his 9 ½ years there, he worked with Patrol, Detective and SWAT Units. While serving there, he worked as an undercover narcotics detective, and he investigated other serious felony cases as a general crime detective.

He started working with the Champaign Police Department in 1994. During his 24 1/2 years there, he worked on or supervised most units, including Patrol, Detectives, Street Crimes Task Force, School Resource Officers, High Tech Crimes Unit, Training, Front Desk, Records, and Intel. He was the Administrative Commander of the University of Illinois Police/Champaign Police Explosive Ordnance Disposal (EOD) Unit. He served on SWAT for many years and last served as the Commander. He also supervised the Fiscal Unit, which was responsible for budgeting and purchasing for the department's twenty-four-million-dollar budget. He was a Deputy Police Chief from 2001 until his retirement in 2019.

During his tenure at the Champaign Police Department, he worked with others on several projects, including:

- Citizen Complaint and Review Policy Revision
- Serious Use of Force Review Policy Revision

- Use of Force Review Committee
- Station Adjustments for Juveniles
- School Resource Officer Program
- The Intelligence Unit
- Street Crimes Task Force
- Community Action Team
- Active Shooter Emergency Planning for Schools

During his 34-year police career, Deputy Chief Daniels received several awards and commendations. He was recognized with “The Chairman’s Award” for his service to Crime Stoppers USA, where he is still a Board member. In 2015, he was part of the Board of Crime Stoppers USA when they received the 9/11 Police & Public Safety Commendation for their fight against terrorism. His work on federal initiatives on behalf of Crime Stoppers helped lead to a formal relationship with the Department of Homeland Security. He is also an advisor to Crime Stoppers of Champaign County and the Illinois State Crime Stoppers Association. His work with Crime Stoppers has given him the opportunity to work with Crime Stoppers organizations and law enforcement agencies worldwide.

Troy Daniels is the President of Crime Fighters Media, LLC, and the host of the ‘*True Crime Takedown*’ podcast (TrueCrimeTakedown.com). For the last year, he has been a contractor with the Illinois Emergency Management Agency serving as the Clinic Operations Branch Director. There he managed hundreds of staff throughout the state conducting Covid-19 mobile vaccination clinics, as well as staff supplying supplemental medical staff to hospitals and county public health departments to facilitate testing and treatment in the fight against Covid-19.

He received his Associates Degree in Criminal Justice from Parkland College. He is a graduate of the University of Illinois in Vocation Education. He earned his master’s degree in Public Administration from Governor’s State, though a cooperative program with the classes held at Parkland College. He is a graduate of the Northwestern School of Police Staff and Command, and a graduate of the Police Executive Research Forum at Boston University.

It was moved by Mr. Ayers and seconded by Mr. Clem to appoint Troy Daniels as the Police Chief/Director of Public Safety to the Parkland Public Safety Department.

The motion carried by the following vote: AYES—Ayers, Banks, Clem, Johnson, Trimble, Nguyen (Advisory Vote), and Voyles; NAYS—None; ABSENT—Green.

Mr. Daniels thanked everyone for the opportunity to serve at Parkland, noting that he’s looking forward to it and it means a lot to his family.

### **PUBLIC SAFETY DEPARTMENT – OATH OF OFFICE**

Chairman Voyles administered the Oath of Office to Troy Daniels.

**TRUSTEE REPORTS**

Chairman Voyles opened the floor for Board comments.

Trustee Clem noted that his parents took his daughter to the SpongeBob Musical and she loved it!

Trustee Ayers reminded that the annual ICCTA awards banquet will be held June 10-11, in Chicago. It starts Friday morning with a luncheon and dinner Friday night with the awards banquet. He encouraged trustees to attend if they're able.

Trustee Ayers also noted that the ACCT Leadership Congress will be held in New York, October 26-29. Parkland will be submitting applications for an award for Dr. Ramage and presentations that we'll put on. He encouraged trustees to attend.

**ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Ayers and seconded by Mr. Clem for adjournment.

The motion carried by the following vote: AYES—Ayers, Banks, Clem, Johnson, Trimble, Nguyen (Advisory Vote), and Voyles; NAYS—None; ABSENT—Green.

The meeting was adjourned at 7:50 p.m.

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James Voyles, Chairman  
Board of Trustees

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Maureen Banks, Secretary  
Board of Trustees