

**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**

March 8, 2023

ROLL CALL

The Meeting was called to order by James Voyles, Chairman, at 7:02 p.m. in Room U325, 2400 W. Bradley, Champaign, Illinois. At the direction of Chair Voyles, Krystal S. 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, Bianca Green, Dana Trimble, Kha Nguyen (Student Trustee), and James Voyles. Also present were President Pamela Lau and representatives of the administration, faculty, staff, and public. Trustee Uken joined the meeting at 7:04 p.m.

CONSENT AGENDA MOTION

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

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

The motion was carried by the following vote: AYES—Ayers, Banks, Clem, Johnson, Trimble, Voyles, Green. NAYS—None; ABSENT—Sortor.

The consent agenda adopted includes approval of the following items:

- Approved the minutes of the Special, Regular, and Closed Session Meetings held on February 15, 2023.
- Approved the voucher checks listing thru February 22, 2023, totaling \$3,930,853.34.
- Approved the awarding of funds from external sources as follows:
 1. University of Illinois at Urbana-Champaign (UIUC): CARLI Illinois SCOERs Sub-Grant
- Approved the filing of the following grant applications:
 1. Illinois Community College Board (ICCB): Mental Health Early Action on Campus Act
 2. Illinois Arts Council Agency (IACA): 2024 General Operating Support Grant

PUBLIC COMMENTS

Chair Voyles opened the floor for public comments.

There were no public comments.

REPORT FROM THE PRESIDENT OF PCA

Kevin Hastings, President of PCA, stated that there was no report.

PRESIDENT'S REPORT

Dr. Pamela Lau reported on the following:

1. **Parkland-AGCO Corporation agreement:** The Parkland-AGCO Corporation agreement was announced at UIUC's AgTech Innovation Summit on March 7. Dr. Lau thanked Trustee Ayers & former trustee Warfel for attending. Under this agreement, Parkland will offer an AGCO-branded technician training program. To support this program, AGCO will donate \$5M to the college through the Parkland College Foundation to build a new facility for new technicians, as well as incumbent technician upskilling training. The AGCO program hopes that with time, we will be able to accept up to three cohorts a year.
2. **Competency-Based Education:** Parkland is taking the lead in the state to develop a CBE program in manufacturing, industrial technology, welding, and electronics. When in full delivery, CBE will radically transform how we deliver education and training in these fields. CBE will provide flexible scheduling to fit the work/lifestyles of students and employers; focus on demonstration of mastery of required competencies rather than seat time and allow credit for prior learning. On March 10, Dr. Nancy Sutton will present on CBE at the ICCTA meeting in Lombard, IL. Dr. Sutton and Dean Baker will present on CBE to the Board at a later date.
3. **Black History Month:** Thanked Dean Turner and faculty co-chairs, Dr. Willie Fowler and Evelyn Brown, for bringing a month-long program to celebrate Black History Month. The events included a lecture by artist Stacey Robinson, By-Stander Intervention Training, a Soul Food Luncheon, a lecture by Dr. Reuben May from the UIUC on Dress Codes and other Exclusionary Practices in Urban Nightlife, and a presentation by Dan Duster, the great grandson of Ida B. Wells. He spoke on "Making your Own Legacy Matter."
4. **Engaging K-12 students.** The Math Department hosted the ICTM Math contest on Feb 25. Dr. Lau thanked Trustee Green for attending the award ceremony. The Natural Sciences Department hosted the annual Science Olympiad on March 4. It was wonderful on both Saturdays to hear our hallways full of chatter and excitement from younger students fully engaged in applying classroom learning to problems in competitive creativity.

5. Professional Development for Area Educators:

- a. High School Counselors Day - Dr. Mike Trame and his team hosted counselors from high schools in District 505 for the annual High School Counselors' Day. This was the first in-person event since the onset of the pandemic. The program allowed the counselors to hear about what Parkland has to offer students as well as to see for themselves the program offerings in all three academic divisions.
- b. Unit 4 Professional Development Day: On March 6, 32 Unit 4 educators visited Parkland College to learn about career pathways. This was part of their professional development day.

6. Professional Development Day at Parkland – February 23. While PDD is a long-time tradition, this is our first collegewide event. It provided the opportunity for faculty and staff across the campus to learn about resources to help students and ourselves weather the crises and urgencies that life sends our way.

7. Upcoming Events:

- a. Men and Women's Basketball are in the regional tournament. If they won, they will be playing in the semifinal games on Saturday.
- b. AgTech Showcase. March 9, 9a-2p, Tony Noel Center . AGCO photo op at 8:30a between the W and T building.
- b. ICCTA meeting. March 10-11 in Lombard, IL
- c. Campus will be closed on Friday, March 17 for the Spring Holiday.
- c. Scholarship Reception will be held on Wednesday, April 19. 4:30 Reception, 5:30 Program at the Dodds Athletic Center.
- d. Election of Officers will take place at the April 26 BOT meeting.
- e. Commencement is May 11, 8:00 p.m. at Krannert, preceded by a Board dinner at 5:30 p.m. in the Tryon Theatre.
- f. Sweeney Todd is now playing at the Harold & Jean Miner Theatre. Let Krystal know if you're interested in tickets.
- e. Annual Leadership Conference. May 24-26 at Oak Terrace Resort in Pana, IL. On May 25, trustees are invited to join conferees for dinner at 5.30. At 6.30 p.m., trustees will participate in a panel discussion.

LEGISLATIVE UPDATE

Stephanie Stuart, Vice President for Communications and External Affairs, provided a legislative update. A handout was provided to the Board.

Trustee Ayers asked about the insurance offered to retirees to bridge the gap until they qualify for Medicare. Mr. Randles reviewed the college's current plan and what the proposed legislation could mean.

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

Stephanie Stuart stated that there were no requests this month.

FINANCIAL STATEMENTS

Chris Randles reported that the financial statements for February reflect the results of operations of the College for the first eight months of fiscal year 2023. The revised budget estimates indicate that expenses will exceed revenues by \$971,465 in the general operating funds.

- The key factors for the College's operating results in FY2023 will be tuition & fees revenue (enrollment), CPPRT revenues, and self-funded health claims.
- As was discussed in the February budget workshop, the current projection is a \$2.3M surplus, predominantly due to the increase in enrollment.
- The College has received its first eight FY2023 ICCB Base Operating and Equalization Grant payments.
- The final FY2023 budget projected a \$260,799 surplus.
- The FY2023 audited beginning operating fund balance is \$37.2M. This amount is 66% of current budgeted operating expenditures.
- The FY2023 College tentative budget was lodged in July.
- The FY2023 College final budget was approved in September.
- The FY2022 College audit was approved in October.
- The TY2022 College tax levy was approved in November and has been delivered to all the county clerks.
- The FY2023 budget workshop was presented in February.

EXEMPT PURCHASE – ACADEMIC SERVICES CLASSROOM FURNITURE

Academic Services has determined the need for furniture upgrades in the classroom designated for Early Childhood Education, D151, to accommodate the special needs of the program. The furniture will consist of tables and chairs that are moveable and can be configured to accommodate a variety of teaching/learning opportunities, and to increase accessibility to all students.

This purchase relates to the following strategic goal:

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.

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

Administration recommended purchasing furniture for the Early Childhood Education classroom from Krueger International of Green Bay, WI for a total cost of \$22,710.20. This purchase utilizes the Illinois Public Higher Education Cooperative (IPHEC) agreement. These items are exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27.1 (k) contracts for goods or services procured from another governmental agency. Board authorization is requested since the cost exceeds \$20,000.00. Funds for this purchase are available from the Early Childhood Access Consortium for Equity (ECACE) Grant.

It was moved by Mr. Ayers and seconded by Mr. Trimble to approve the purchase of classroom furniture from Krueger International of Green Bay, WI, for a total cost of \$22,710.20.

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

EXEMPT PURCHASE – GO1 A1 QUADRUPED ROBOT WITH AI AND LIDAR

Career and Technical Education plans to purchase a remote-controlled quadruped robot package that will provide learning opportunities for students across several programs including computer programming, automotive technology, electronics, and industrial technology. The quadruped will provide students with real-world experience with autonomous quadruped robots that are becoming more commonly used in industries including law enforcement, industrial maintenance, logistics, and agriculture. The robot includes Lidar Dynamic obstacle avoidance, gesture recognition, skeletal recognition, and leverages 3D vision to perform location and mapping functions. This educational package comes with curriculum for instruction in C++ programming, Python programming, introduction to artificial intelligence, and introduction to lidar and mapping.

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 Go1 A1 Quadruped Robot with AI and Lidar along with the Stokes Education Package from Moss Enterprises of Johnston, IA for a total cost of \$32,000. This item is 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; (1)

contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph. Board authorization is requested since the cost exceeds \$20,000. Funds are available in the FY 2023 operating budget and FY 2023 Workforce Equity Initiative funds for this purchase.

It was moved by Dr. Banks and seconded by Ms. Green to approve the purchase of Go1 A1 Quadruped Robot and Stokes Education Package from Moss Enterprises of Johnston, IA for a total cost of \$32,000.

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

KUBOTA DIESEL UTV

A legal bid notice was placed in the News-Gazette. Bid invitations were sent to three companies requesting bids for a diesel Kubota utility terrain vehicle (UTV). Three vendors returned a bid.

This purchase will allow Precision Agriculture students to be immersed in relevant technology on a more accessible level. The UTV will be used in labs for installation, demonstrations, and hands on operations to give students experience installing precision hardware, hardware calibration, and testing.

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.

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

Birkey's Farm Store \$21,950.00
Urbana, Illinois

Jenner Ag \$22,050.22
Taylorville, Illinois

Tiles in Style \$49,786.00
South Holland, Illinois

Administration recommended the acceptance of the bid from Birkey's Farm Store of Urbana, IL for a total cost of \$21,950.00. Funds are available for this purchase from the NSF-

ATE Expanding Precision Agriculture Education and Certification to Secondary Students (EPASS) grant.

It was moved by Mr. Clem and seconded by Dr. Banks to approve the bid for a diesel Kubota utility terrain vehicle from Birkey's Farm Store of Urbana, IL for a total cost of \$21,950.00.

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

EXEMPT PURCHASE – EMERGENCY X WING BOILER REPAIR

After several weeks of operational issues, the hot water boiler system in the X wing was found to have serious structural cracks inside the pressure vessel of the shell. Additionally, several of the water tubes were found to have corroded and needed replacing. This boiler system provides hot water for the heating of the A, B, L and X wings of the College. A local mechanical engineering firm, Henneman Engineering, was brought in to determine the extent of the problems and whether repairs could be made to the boiler in a safe manner. The firm determined that repairs would allow the boiler to extend its useful life another 15 to 20 years. Due to the cold weather and the extent of the necessary repairs, obtaining competitive bids and prior Board approval could not be completed. Dr. Ramage informed the Board of Trustees of the repair in December 2022.

The College retained Entec, Inc. of Peoria, IL to make the repairs. The College has extensive experience with Entec and knew they were qualified to make the necessary repairs. The 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.

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

These items are exempt from formal bid requirement per the Illinois Community College Act, Section 805/3-27.1 (m) where funds are expended in an emergency and such emergency expenditure is approved by $\frac{3}{4}$ of the members of the board. Board authorization is requested since the cost exceeds \$20,000. Funds are available from the FY2023 operating budget.

It was moved by Ms. Green and seconded by Mr. Trimble to approve contracting with Entec, Inc., of Peoria, IL to provide repair services for the X Wing boiler system at a cost of \$57,251.

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

EXEMPT PURCHASE - STUDENT COMPUTER HARDWARE

Support for Workforce Training (SWFT) plans to purchase 30 Dell personal laptop devices and associated accessories as part of their initiative to reduce technology barriers for students undertaking classes at Parkland College. The laptops will be made available for lending through the established loanable technology program offered through the Learning Commons. Eligible students may borrow a laptop and related accessories for up to a semester at a time. Students borrowing a SWFT laptop must be a SWFT Scholarship recipient, receive clearance from SWFT staff, and sign an agreement acknowledging that the laptop and accessories must be returned to the Learning Commons in the same condition they were loaned.

Dell is the primary provider of both end-user computers, as well as servers. Parkland College's infrastructure and support staff have been set up to support our students using the new laptops described in this resolution.

This purchase relates to the following strategic goals:

Goal B: Completion: Parkland College will increase student retention, persistence, and completion.

B2: Improve student success by providing comprehensive support systems.

Administration recommended purchasing 30 laptops and associated accessories from Dell Computer Corporation of Round Rock, TX for a total cost not to exceed \$30,000. This purchase utilizes the Illinois Public Higher Education Cooperative (IPHEC) agreement. These items are exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27.1 (k) contracts for goods or services procured from another governmental agency. Board authorization is requested since the cost exceeds \$20,000. Funds for this purchase are available from the SWFT Workforce Equity Initiative (WEI) grant.

It was moved by Dr. Banks and seconded by Mr. Clem to approve the purchase of 30 laptop devices and associated accessories from Dell Computer Corporation of Round Rock, TX for a total cost not to exceed \$30,000.

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

CLOSED SESSION

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

PERSONNEL REPORT

It was moved by Mr. Trimble and seconded by Mr. Nguyen to approve the Personnel Report for March 2023, in accordance with the documents that will be incorporated in the official minutes.

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

POLICY MANUAL UPDATE

POLICY 1.03.05 Contracts

Administration has reviewed the college's policy and practices related to the signing of contracts on behalf of the college. Per current Policy 6.01, all contracts that involve a financial obligation of \$20,000 or more from the college must be approved by and signed by the Board of Trustees. Administration has drawn up guidance for signing of contracts that involve less than \$20,000 and/or obligate the institution.

Administration presented for board approval two documents:

1. Policy 1.03.05 Contracts
2. Contracts Signatories Guidance document

It was moved by Ms. Green and seconded by Mr. Clem to approve Policy 1.03.05 and the Contract Signatories Guidance document as explained above and in the attached document.

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

TRUSTEE REPORTS

Dr. Banks updated that as a member of ICCB, she is being considered for Commissioner of the Midwest Higher Education Compact. This is a governor-appointed position and encompasses all the Midwest states. They work to provide resources and use data and information to take a deeper dive into how community college students are doing. The Board congratulated her on this appointment.

Trustee Trimble noted that he is very excited about the AGCO partnership and feels that this bears well for the future of Parkland College and will lead to bigger and better things. He thanked everyone for all their hard work in bringing this to campus. The Board agreed that this is an exciting opportunity for Parkland and is something a lot of people are talking about.

ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Clem and seconded by Ms. Green for adjournment and voted AYE by all trustees present.

The meeting was adjourned at 7:57 p.m.

James Voyles, Chairman
Board of Trustees

Maureen Banks, Secretary
Board of Trustees