

**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**

November 15, 2023

ROLL CALL

The Meeting was called to order by Bianca Green, Vice-Chair, at 7:00 p.m. The meeting was held electronically via Teams and in room U325. At the direction of Vice-Chair Green, Krystal Garrett, Assistant to the President/Board of Trustees, called the roll of members of the Board. The following Trustees were present: James Ayers, Jarrett Clem, Carolyn Ragsdale, Dana Trimble, and Bianca Green. Also present were President Pamela Lau and representatives of the administration, faculty, staff, and public. Trustees Maureen Banks, Lauren Mobo (Student Trustee), and James Voyles were absent.

It was moved by Mr. Ayers and seconded by Mr. Clem to allow Trustee Trimble to attend the meeting electronically via Teams due to family illness.

The motion carried by the following vote: AYES—Ayers, Clem, Ragsdale, Green; NAYS—None; ABSENT—Banks, Mobo (Student Trustee), Voyles; ABSTAIN—Trimble.

CONSENT AGENDA MOTION

The Vice-Chair asked if Trustees had any questions regarding items included on the Consent Agenda.

It was moved by Ms. Ragsdale 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, Clem, Ragsdale, Trimble, Green; NAYS—None; ABSENT—Banks, Mobo (Student Trustee), Voyles.

The consent agenda adopted included approval of the following items:

- Approved Minutes from the Regular and Decennial Committee Meetings held on October 18, 2023.
- Approved the voucher checks listing thru October 31, 2023, totaling \$3,043,496.70.

- Approved the filing of the following grant applications from the following external sources:
 - National Science Foundation (NSF): Advanced Technological Education (ATE) Center—National AgTEch Center (NATEC)
 - Illinois Community College Board (ICCB): Developmental Education Reform Act (DERA) Implementation Project
 - Approved the 2025-2026 Academic Calendar as presented to the Board.
 - Approved the time and place of meetings for 2024.

PUBLIC COMMENTS

Vice-Chair Green 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. This week is National Apprenticeship Week. Parkland celebrated two milestones in connection with apprentices.
 - a. The Regional Planning Commission and its East Central Illinois Workforce Board recently announced that it was able to secure supplemental state funding for apprentices and other programs. \$80,000 of this is designated to support CNH apprentices. On October 30, Birkey's (the largest local CNH dealership) celebrated their apprentices in our CNH-branded service technician program together with Birkey corporate and RPC representatives. Currently, we have 23 Birkey's apprentices and hope to have 30 next academic year.
 - b. This week, we announced a new nationally recognized apprenticeship program with Advanced Filtration Systems Inc. (AFSI). Apprentices will enroll in the two-year Industrial Technician program and gain on-the-job experience with AFSI mentors.
 - c. The CTE division and Community Ed currently offers five different apprenticeship tracks with fifteen employers: Ag and Construction Equipment Technician; Diesel Technician; Fiber Optics Installation Technician; Industrial Maintenance Technician; Warehouse and Logistics Associate.
2. ICCMC – Illinois Community College Marketing Collaborative
On November 7, Parkland joined forces with all the other community colleges in Illinois to announce the IL Community College Marketing Collaborative (ICCMC).

This is a statewide branding campaign that focuses on the value and benefits that the community colleges bring to the state. We educate the citizens of the state, and we deliver the best workforce development training. The campaign tagline is “For Every Student, For Every Community”. This campaign is initiated by the IL Council of CC Presidents and fully supported by the ICCTA and ICCB. Jim Reed from ICCTA and Brian Durham from ICCB spoke. Our community college caucus leads, State Senators Cristina Castro and Tom Bennett, State Representative Jehan Gordon-Booth and State Representative Wayne Rosenthal were present and spoke at the press conference.

3. IMWE – Illinois Manufacturing Workforce Ecosystem – Representatives from community colleges across the state convened at Elgin Community College on November 9 to discuss the Illinois Manufacturing Workforce Ecosystem(IMWE). IMWE is a “new initiative to transform the IL manufacturing workforce through innovative, industry-aligned, and inclusive training at every community college, certifying 24,000 individuals across Illinois over the next three years.” It is a community college-led solution to Illinois’ manufacturing labor crisis, clearly seen in the 16,000 unfilled manufacturing jobs last year. Parkland co-presented on CBE/Competency-Based Education. CBE is one of the innovative approaches that IMWE is promoting. We are jointly asking for state funding starting in FY2025.
4. Career Exploration – focus on Health Professions.
One of our priority initiatives to fulfil the college’s Strategic Plan for Excellence is Career Exploration. On November 11, we launched the first in a series of programs to promote career pathway awareness. This first program focused on introducing the Health Professions to 6th to 8th graders and their families. The students experienced hands-on health career labs, classrooms, and program equipment during the event. Health Professions faculty and support services staff were available to answer questions. This event also provided an excellent opportunity for parents who might be considering a career change to explore Parkland's Health Professions programs.
5. Volleyball: The Parkland College Volleyball team has earned a bid to their 16th consecutive NJCAA Division II National Championship Tournament in Cedar Rapids, IA. The Cobras enter the 20-team tournament as the # 3 overall seed. Their quest is to return to the national championship match for the 10th time in school history and to win their 5th national championship. They will begin play this evening at 7:30 PM against Wallace State.
6. Board of Trustees Scholarship: Per board request, we are restoring the trustees’ scholarship back to 100% of tuition and fees (sans aviation additional fees) for eligible students. This policy revision is being lodged with the board this evening. Dr. Trame noted that this information will be sent to students before holiday break.

7. Troy Burns, Manager of Building and Grounds, provided an update on the status of campus projects and when they are projected to be complete. A handout was provided.
8. Upcoming Events:
Dr. Lau noted the following events, and the events listed in the Board book:
 - The ICCTA/ACCT Joint Governance Training Institute will be held at Heartland Community College on November 30 – December 1. Please let Krystal know if you are planning to attend.
 - The annual Parkland Holiday Reception will be held on Tuesday, December 5 from 3 to 6 p.m.
 - The Naturalization Ceremony will be held on November 30 at 11 a.m. in the Parkland Theatre. This is NOT a Parkland sponsored event. However, Dr. Lau mentioned it, as some members of the board had expressed interest in attending.
9. Dr. Lau reminded trustees to complete their security training if they have not done so already.

FOUNDATION UPDATE

Tracy Wahlfeldt, Executive Director of the Parkland Foundation, provided an update on the activities of the Foundation. A handout was provided.

LEGISLATIVE UPDATE

Stephanie Stuart, Vice President for Strategic Partnerships and Workforce Innovation, provided a legislative update. A handout was provided.

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

Stephanie Stuart reviewed the requests made under the FOIA during the month and the disposition of the requests.

Requestor

Ethan Holesha

Information Requested

Police Employment Data

FINANCIAL STATEMENTS

Chris Randles reported that the financial statements for October reflect the results of operations of the College for the first four months of fiscal year 2024. The revised budget estimates indicate that expenses will exceed revenues by \$198,329.

- The key factors for the College's operating results in FY2024 will be tuition & fee revenues (enrollment), CPPRT revenues, and self-funded health claims' expenses.

- The FY2024 audited beginning operating fund balance is \$41.2M. This amount is 66% of current budgeted operating expenditures.
- The FY2024 final budget projected a \$43,429 surplus.
- The FY2024 College tentative budget was lodged in July.
- The FY2024 College final budget was approved in September.
- The FY2023 College audit was approved in October.
- The TY2023 tax levy will be presented in November or December.

PUBLIC HEARING – PROPOSED PROPERTY TAX LEVY INCREASE

Vice-Chair Green opened the floor for a Public Hearing regarding the proposed Property Tax Levy increase.

There were no public comments.

It was moved by Mr. Ayers and seconded by Mr. Clem to close the public hearing.

The motion carried by the following vote: AYES—Ayers, Clem, Ragsdale, Trimble, and Green; NAYS—None; ABSENT—Banks, Mobo (Student Trustee), and Voyles.

CERTIFICATE OF TAX LEVY

The Board approved the Budget for the 2023-2024 fiscal year in September 2023. The Certificate of Tax Levy Resolution is presented for adoption.

Mr. Randles provided a handout and reviewed the property tax information.

It was moved by Mr. Ayers and seconded by Mr. Trimble to adopt the Certificate of Tax Levy for 2023 in accordance with the Resolution.

The motion carried by the following vote: AYES—Ayers, Clem, Ragsdale, Trimble, and Green; NAYS—None; ABSENT—Banks, Mobo (Student Trustee), and Voyles.

RESOLUTION ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2023 TO PAY DEBT SERVICE ON GENERAL OBLIGATION REFUNDING BONDS (ALTERNATE REVENUE SOURCE), SERIES 2018C, OF THE DISTRICT

The College issued \$5,860,000 in G.O. (Alternate Revenue Source), Series 2018C bonds to help fund the College Master Plan. These bonds are intended to be retired with revenues raised from a student facility fee. As such, the tax levy needs to be abated in its entirety with the County Clerks.

It was moved by Mr. Ayers and seconded by Mr. Clem to adopt the Abatement of Tax Levy for 2023 for \$5,860,000 G.O. Bonds (Alternate Revenue Source) Series 2018C in accordance with the resolution.

The motion carried by the following vote: AYES—Ayers, Clem, Ragsdale, Trimble, and Green; NAYS—None; ABSENT—Banks, Mobo (Student Trustee), and Voyles.

PARKLAND CHILD DEVELOPMENT CENTER UPDATE AND TUITION INCREASE

In the annual review of the Parkland Child Development Center (PCDC) educational program, Administration recommended increasing the daily fees of PCDC. The incremental rate increases are intended to increase PCDC revenues to ensure sustainability of the program and thus decreasing operating funds transfer required to balance the PCDC budget.

Administration recommended the continuation of the 8% discount for Parkland employees and students, as this has also garnered several new enrollments. The team has increased the share of Parkland student families within the center to 49% of the children enrolled, with 14% employee families, and 37% community families. Additionally, 77% qualify for free or reduced lunch under ISBE guidelines.

The proposed tiers are comparable to other childcare centers in Champaign-Urbana, and CDC leadership has gathered updated tuition rates from area centers for benchmarking purposes. The new rates, as recommended, would take effect January 1, 2024. Rates for each tier have increased between \$1-\$5 per day with the largest adjustment in the twos age range to keep pace with area centers.

Additionally, administration has increased the Tier 2 range maximum from \$59,000 to \$69,000 annually to adapt to the changing economic landscape and capture additional Tier 2 families.

DAILY RATES:

Six weeks to 24 months

Income	Tier 1 (0-34,999)	Tier 2 (35,000-69,000)	Tier 3 (70,000+)
Full Day	65.00	67.00	69.00
Part Day	55.00	57.00	59.00

Two Years

Income	Tier 1 (0-34,999)	Tier 2 (35,000-69,000)	Tier 3 (70,000+)
Full Day	55.00	58.00	61.00
Part-Day	45.00	48.00	51.00

Three-Five Years

Income	Tier 1 (0-34,999)	Tier 2 (35,000-69,000)	Tier 3 (70,000+)
Full Day	50.00	52.00	54.00
Part-Day	40.00	42.00	44.00

CCRS Reimbursement Rates as of July 2022 (subject to change)

	Age 6 weeks- 2 yrs.	Age 2	Age 3-5
Full Day	\$64.00/day	\$51.00/day	\$43.00/day
Part Day	\$32.00/day	\$26.00/day	\$22.00/day

It was moved by Mr. Clem and seconded by Ms. Ragsdale to approve the recommendation to increase the daily fees of the Parkland Child Development Center (PCDC) as described above to be effective January 1, 2024.

The motion carried by the following vote: AYES—Ayers, Clem, Ragsdale, Trimble, and Green; NAYS—None; ABSENT—Banks, Mobo (Student Trustee), and Voyles.

CHAMPAIGN COUNTY REGIONAL PLANNING COMMISSION – LEASE AGREEMENT (SECOND AMENDMENT – EXTENSION) AT PARKLAND ON MATTIS

Administration recommended the Board approve an extension to the Lease Agreement (dated July 1, 2013) for approximately 3,500 sq/ft of leased space at Parkland on Mattis (1307 N. Mattis Ave.) with the Champaign County Regional Planning Commission.

The Amendment extends the lease through June 30, 2026, at a monthly rate of \$4,420. This extension coincides with the other lessees at the One Stop at a similar rate.

Goal C: Enrich the Community

Parkland College will work collaboratively to enrich the District 505 community.

1. Sustain Parkland College's role as a regional leader in economic and workforce development, forging partnerships with industry and government that spur job creation, expand the workforce pipeline, upskill incumbent work.

It was moved by Ms. Green and seconded by Ms. Ragsdale to approve the Lease Amendment with the Champaign County Regional Planning Commission.

The motion carried by the following vote: AYES—Ragsdale, Trimble, and Green; NAYS—None; ABSENT—Banks, Mobo (Student Trustee), and Voyles; ABSTAIN—Ayers, and Clem.

POLICY MANUAL UPDATE (LODGED)

Policy 8.10.01 First Reading

The administration, in consultation with the Board of Trustees, is advocating for a return of the Board of Trustees Scholarship to 100% coverage of tuition and fees for qualifying students. This proposed version of policy 8.10.01 was passed by the PCA in October 2023 and was presented to the Board of Trustees for consideration.

CLOSED SESSION

Vice-Chair Green stated that the Board would not be going into Closed Session.

PERSONNEL REPORT

It was moved by Mr. Clem and seconded by Ms. Ragsdale to approve the Personnel Report for November 2023, in accordance with the documents provided to the Board.

The motion carried by the following vote: AYES—Ayers, Clem, Ragsdale, Trimble, and Green; NAYS—None; ABSENT—Banks, Mobo (Student Trustee), and Voyles.

TRUSTEE REPORTS

Trustee Ayers reported that at the last ICCTA meeting, Governor Pritzker was awarded the Meritorious Service Award. Illinois Secretary of State Alexi Giannoulias was also there and expressed how great community colleges are and how they provide opportunities for all families.

ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Clem and seconded by Mr. Ayers for adjournment, and voted AYE by all trustees present. The meeting was adjourned at 8:20 p.m.

Bianca Green, Vice-Chair
Board of Trustees

Maureen Banks, Secretary
Board of Trustees