

**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**

February 19, 2025

ROLL CALL

The Meeting was called to order by Bianca Green, Vice-Chair, at 7:03 p.m. The meeting was held in Room U325, 2400 W. Bradley, Champaign, Illinois, and electronically via Teams. 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, Maureen Banks, Jarrett Clem, Carolyn Ragsdale, Dana Trimble, James Voyles, Jaden Campbell (Student Trustee), and Bianca Green. Also present were President Pamela Lau and representatives of the administration, faculty, staff, and public.

It was moved by Dr. Banks 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, Banks, Clem, Ragsdale, Voyles, Campbell (Advisory Vote), and Green. NAYS—None. ABSENT—None. ABSTAIN—Trimble.

It was moved by Dr. Banks and seconded by Mr. Clem to allow Chair Voyles to attend the meeting electronically via Teams due to family illness.

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

Trustee Trimble left the meeting at 8:04 p.m.

CONSENT AGENDA MOTION

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

It was moved by Ms. Ragsdale and seconded by Mr. Ayers 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, Ragsdale, Trimble, Voyles, Campbell (Advisory Vote), and Green. NAYS—None. ABSENT—None.

The consent agenda adopted included approval of the following items:

- Approved the minutes from the Regular Meeting held on January 15, 2025.
- Approved the voucher checks listing thru January 31, 2025, totaling \$2,943,443.68.
- Adopted 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.
- Declared as surplus property the following items:

<u>Description</u>	<u>Qty</u>
Electro Surgical Machine (30+ years old)	1
Hospital Bed (15+ years old)	1
Surgical Table Part (40+ years old)	1
- Approved the filing of the following grant applications:
 - U.S. Department of Energy (DOE)/Idaho Operations Office: Nuclear Reactor Safety Training and Workforce Development Program
 - Jobs for the Future (JFF): Project ACCESS—Accelerating Career Connections and Employment Success Strategies
 - Illinois Community College Board (ICCB): FY2025 Access and Equity in Dual Credit Project
- Approved the awarding of funds from the following external sources:
 - Fabricators and Manufacturers Association/Nuts, Bolts & Thingamajigs: Summer Manufacturing Camps
- Approved the changes to the following policies and procedures as indicated above and in the attached document:
 - 3.49 Academic Calendar
 - 8.33 Determination of Student Location

PUBLIC COMMENTS

The Vice-Chair 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. **Enrollments.** Our spring credit enrollments continue to be positive when measured against spring semester 2024. As of this morning, credit-bearing headcount is up 4.9% and FTE by 4.6%. Dean Kristin Smigielski will provide details in her enrollment report later this evening.
2. **Outreach activities:** Since our January meeting, we hosted two outreach activities.
 - a. **Give Kids a Smile Day** - The Dental Hygiene program in collaboration with CU Public Health and the Illini District Dental Society delivered another Give Kids A Smile service day on February 1. The volunteers include 95% of current dental hygiene students, 9 faculty, 6 dentists, 10 UIUC pre-dental students, and 9 graduates of the program. They enthusiastically served 76 kids from the community. This is the program whose outreach service got us on Senator Dick Durbin's congressionally directed spending list for an expansion of our dental clinic.
 - b. **CTE Career Exploration Day:** The new Career and Community Engagement department hosted a 6-8th grade CTE career exploration event in the T building on February 15. Faculty developed hands-on activities for career areas that included automotive technology, collision repair, computer networking, industrial technology, welding, and wiring and electrical. 37 students registered; 22 students attended, along with parents, for a total of 54 guests.

Parkland Foundation

3. **Purchase of 2008 Ford F450:** The purchase of a 2008 Ford F450 is one of the exempt purchase items on the agenda this evening. This used truck will be used to support the agriculture and diesel power programs. The funds for this purchase comes primarily from gifts to the Parkland Foundation: \$10,000 from donations to support agriculture and \$10,000 from Farm Credit. We are grateful to have strong supporters in the community for our programs.
4. **Foundation Day of Giving:** The Parkland Foundation has chosen March 6 as its 2025 annual day of giving. A gift of at least \$60 will get you a limited edition pair of Parkland socks. The flyer is in your materials tonight. Dr. Lau showed a sample of the Parkland socks that will be given to eligible donors.

State Updates

5. **Community College baccalaureate degrees:** Governor Pritzker delivered his 2025 Budget and State of the State address at the State Capitol in Springfield earlier today. Of particular note in his address is his explicit support for Senate Bill 2482 and House Bill 3717, bills that would authorize community colleges to offer baccalaureate degrees in high demand fields. Community College Baccalaureate degrees or CCBs will expand access to baccalaureate attainment and contribute significantly to meeting workforce needs and strengthening the state's economy. CCBs are not in competition

with public four-year institutions; they expand the population of baccalaureate degree seekers. Community colleges see this as a “both/and” opportunity rather than an “either/or” divisive competition.

ICCTA under the leadership of Mr. Jim Reed and the ICCCP under Dr. Keith Cornille have closely collaborated to bring these bills to the General Assembly with the governor’s support.

Federal Government Updates

Dr. Lau noted that earlier this week, she shared with the trustees an email sent from her to the Parkland community. The purpose of the email was to provide updates on what administration knows about executive orders from the White House and a February 14 Dear Colleague Letter from the Office of Civil Rights, Department of Education as they impact our work as a community college. We are walking circumspectly to gather information where available to help us keep in compliance with applicable law while not losing focus on our mission to successfully engage all students in learning.

She highlighted two aspects from that communication:

6. **Immigration:** Her email referenced a fact sheet that was developed by Dr. Mike Trame and Chief Troy Daniels. Dr. Trame provided a review of the fact sheet and how we are handling questions from faculty, staff, and students related to immigration. He shared that in the event of an immigration enforcement situation, employees are to remain calm, collect baseline information, and contact Public Safety to assist in the process. He noted that our police are bound by the Illinois Trust Act that makes it illegal for them to participate in immigration enforcement actions, unless there are criminal warrants involved.

Trustees inquired about public spaces and other known occurrences. Dr. Trame noted that classrooms and offices will be considered private spaces unless they are told otherwise. Public Safety should be contacted so they can document what is happening. He added that they are monitoring the local and national scene on reports of situations happening on college campuses. Dr. Trame added that they have and will be willing to meet with student groups and individuals if requested. Chair Voyles added that he would like the expectations of the college to be clear for what is expected from employees. Dr. Trame added that the officers feel confident with the procedure and that there has been good reception from faculty and staff.

7. **DEI and the Dear Colleague Letter:** The Dear Colleague Letter (DCL) provides the current Office of Civil Rights’ interpretation of the requirements under Title VI of the Civil Rights Act of 1964 and other federal civil rights law. DCLs typically provide guidance on how the administration and/or the relevant agency is interpreting regulations and pronounces expectations on practice. This specific DCL describes actions and practices that OCR considers as unlawful discrimination. In doing so, it expands on the reach of the Supreme Court’s decision in *Students for Fair Admissions v Harvard*, specifying that educational institutions must not use race

classifications and preferences “in decisions pertaining to admissions, hiring, promotion, compensation, financial aid, scholarships, prizes, ...and all aspects of student, academic, and campus life” and that DEI related programming do not signal preference for one racial group or groups over others and teach that “certain racial groups bear unique moral burdens that others do not.”

The college will evaluate current and planned programs and procedures for compliance with legal requirements regarding racial classifications and preferences.

Dr. Trame updated that we are working to gather as much information as possible before making any critical institutional decisions. They are looking into financial aid and scholarships components to identify any issues.

Student Trustee Campbell asked about the impact of the Academic Opportunity scholarship. Dr. Trame noted that this scholarship is a Board-created scholarship that is based on underrepresentation in any number of ways and is not purely race-based, so should be okay under this EO. Scholarships that are specific to certain racial groups are under review.

Dr. Lau noted that we are focused on preserving federal financial aid and staying in compliance. We also have state-funded scholarships that we are seeking guidance for, and we will have to decide the burden of risk we want to assume. Dr. Lau also noted that student associations are okay as long as they do not limit membership.

Dr. Banks inquired about training. Dr. Lau noted that underrepresentation can mean any number of things. We will review every piece to decide what we can continue, what needs to be stopped, and what should be modified. Dr. Sutton added that we have never mandated or created specific training that is related to DEI. We focus on inclusive learning, which means meeting students where they are. No college decisions, policies, or processes are determined based on DEI, and no one is excluded based on that. We will be looking into a few grants that had to write specifically to equity outcomes. Dr. Stuart noted that we reached out to our specific grantors for guidance. We are awaiting responses and are monitoring those grants.

Dr. Lau highlighted the following upcoming events:

- February 22: Annual math contest takes place with awards presentation at 2 p.m. in the Student Union.
- February 25: Brown v Board of Education panel and discussion at 5 p.m. in the Student Union as part of our Black History Month programming
- March 26: Pre-board tour of new Surgical Technology lab and classroom and new Xray equipment at 5.30 p.m.
- APRIL 4 – Ford ASSET program at 11:00 a.m.

ENROLLMENT UPDATE

Kristin Smigielski, Dean of Enrollment Management, provided the following enrollment reports:

- End of Fall 2024 enrollment report
- Spring 2025 preliminary enrollment report

She updated that the student ambassador program ramped up from 1 student ambassador in Fall 2023 to currently 14 student ambassadors in the program. They have expanded the use of student ambassadors to include student tours, student panels, and high school visits.

LEGISLATIVE UPDATE

Stephanie Stuart, Vice President for Strategic Partnerships and Workforce Innovation, provided a legislative update. She updated on state legislation that would allow community colleges the authority to offer bachelor's degrees in response to local workforce needs, and also to amend the Dual Credit Quality Act. Dr. Stuart also updated on their current trip to Washington D.C. and their meetings with legislators about the importance of federal funding and grants for community colleges, and Trustees discussed how those credit hour fees may differ. Handouts were provided.

Dr. Stuart highlighted the following upcoming events:

- April - Student Advocacy Day
- April 28-29 – CC1 DC Fly-In
- May 6 – Illinois Community College Caucus Reception
- May 7 – Trustee Lobby Day

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

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

Requestor

Information Requested

David Asari

Student Directory

FINANCIAL STATEMENTS

Chris Randles reported that the financial statements for January reflect the results of operations of the College for the first seven months of fiscal year 2025. The revised budget estimates indicate that expenses will exceed revenues by \$3,940,648.

- The key factors for the College's operating results in FY2025 will be tuition & fee revenues (enrollment), CPPRT revenues, and self-funded health claims' expenses and planned fund balance spending.

- The FY2025 audited beginning operating fund balance is \$44.2M. This amount is 62% of current budgeted operating expenditures.
- The FY2025 final budget projected a \$3,660,338 deficit.
- The FY2025 College tentative budget was lodged in July.
- The FY2025 College final budget was presented in September.
- The FY2024 College audit was presented in October.
- The TY2024 tax levy estimated amounts necessary were presented in October.
- The TY2024 final tax levy was presented in November.
- The annual budget workshop will be held in February.

ADDITION OF BOOK FEES TO COURSE FEES SCHEDULE

In an effort to lower the costs of textbooks for students, and to ensure that students have access to their books on the first day of class, Faculty in select disciplines have worked with their chosen publishers to provide electronic versions of textbooks, accessible through the Learning Management System, so that students can access the books on the same day they have access to the course. Fall 2025 will be a pilot program to include COM 103: Public Speaking; CHE 141/142: Chemistry; PSY 101: Introduction to Psychology; and two Developmental Math courses. If the effort increases student success and retention while lowering cost, faculty in other disciplines will seek to provide similar opportunities. The costs of the textbooks will be added to the students' bill and the book fees per course are included in the standard course fee schedule that is brought to the Board for approval in February.

It was moved by Ms. Ragsdale and seconded by Mr. Ayers to approve the addition of Book Fees to select courses on the Course Fee Schedule.

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

2025-2026 COURSE FEE SCHEDULE

A schedule of course fees for FY2024 has been developed by the Vice President for Academic Services in consultation with the division deans. These proposed fees are based on Policy 8.25 that states: "Course fees are charged to help defray the costs of supplies, equipment, maintenance, and unusual expenses. Individual course fees will be presented annually to the Board of Trustees for their approval."

It was moved by Dr. Banks and seconded by Mr. Clem to approve the 2025-2026 Course Fee Schedule.

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

2025-2026 TUITION

After carefully reviewing the projected revenues and expenditures, Administration recommended the following increases to base tuition next year.

FY2026 (effective summer term 2025) per credit hour tuition rates are as follows:

	FY2025	FY2025	FY2026	FY2026	FY2026	FY2026	FY2026
	On	On	On	On	On	Universal	On
	Campus	On Line	Campus	On Line	Campus	Fees	Campus
	Base	Base	Base	Base	%		Total
	Tuition	Tuition	Tuition	Tuition	Change		
In-District	\$ 154.75	\$ 154.75	\$ 161.75	\$161.75	4.52%	\$ 24.25	\$186.00
In-District High Tier 2 Career Programs	\$ 234.00	\$ 234.00	\$ 243.75	\$243.75	4.17%	\$ 24.25	\$268.00
Out-of-District	\$ 378.00	\$ 234.00	\$ 394.75	\$243.75	4.43%	\$ 24.25	\$419.00
Out-of-District Tier 2 Career Programs	\$ 378.00	\$ 234.00	\$ 394.75	\$243.75	4.43%	\$ 24.25	\$419.00
Out-of-State	\$ 529.00	\$ 291.00	\$ 529.00	\$291.00	0.00%	\$ 24.25	\$553.25
Out-of-State Tier 2 Career Programs	\$ 529.00	\$ 291.00	\$ 529.00	\$291.00	0.00%	\$ 24.25	\$553.25
International	\$ 529.00	\$ 291.00	\$ 529.00	\$291.00	0.00%	\$ 24.25	\$553.25
International Tier 2 Career Programs	\$ 529.00	\$ 291.00	\$ 529.00	\$291.00	0.00%	\$ 24.25	\$553.25
ACR, AGC, CNH & Ford Asset In-District	\$ 234.00	\$ 234.00	\$ 243.75	\$243.75	4.17%	\$ 24.25	\$268.00
ACR, AGC, CNH & Ford Asset NOT In-District	\$ 234.00	\$ 234.00	\$ 243.75	\$243.75	4.17%	\$ 24.25	\$268.00
Aviation In-District	\$ 234.00	\$ 234.00	\$ 243.75	\$243.75	4.17%	\$ 24.25	\$268.00
Aviation Out-of-District	\$ 234.00	\$ 234.00	\$ 243.75	\$243.75	4.17%	\$ 24.25	\$268.00
Aviation International	\$ 529.00	\$ 291.00	\$ 529.00	\$291.00	0.00%	\$ 24.25	\$553.25

Tier 2 Career Programs include the following pre-fixes: ACR, AFM, AGC, ALV, AVI (except AVI 112, AVI 112, AVI 113), CNH, DHG, LPN, NUR, OTA, RTT, SUR, VTT, and XRA

It was moved by Mr. Clem and seconded by Ms. Ragsdale to approve tuition effective Summer term 2025 as above.

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

EXEMPT PURCHASE - 2008 FORD F450

The Agricultural Technologies program requests a used 2008 Ford F450 to support the agricultural and diesel technology programs. The department's current trucks, a 2001 Dodge 3500 and a 1985 Dodge 2500, are no longer roadworthy. The 2001 Dodge hasn't been used in 2 years due to the transmission failing again. The 1985 Dodge has a manual transmission, drum brakes, and no airbags. The 2008 Ford F450 available for purchase was well taken care of and has a newer engine, new tires, and brakes. The truck has low miles for its age and zero rust.

This truck fits the need and is considerably cheaper than comparable options. The Agricultural Technologies department has researched used and new options from nationwide truck dealers and online retailers. The department found the quote from Trav's Automotive to be the best option based on the combination of price, condition, and availability. Staff from the College's Diesel Technology program have also reviewed the truck quote to confirm the purchase's value.

The purchase relates to the following strategic goals:

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

4. Maintain sustainable resources and maximize efficiency to support the learning mission of the college.

Administration recommended purchasing a used 2008 Ford F450 from Trav's Automotive, Gifford, IL, for a total cost of \$25,000. This item is exempt from formal bid requirements per the Illinois Public Community College Purchasing 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 Parkland Foundation and the college operating budget for this purchase.

It was moved by Dr. Banks and seconded by Ms. Ragsdale to approve the purchase of a 2008 Ford F450 from Trav's Automotive, Gifford, IL, for a total cost of \$25,000.

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

EXEMPT PURCHASE - ALEKS TESTING UNITS

The Parkland College Assessment Center uses the ALEKS PPL testing system to determine developmental and college-level placements based on the placement scores. ALEKS results also determine high school students' eligibility for dual credit courses.

McGraw-Hill Global Education Holdings LLC of Blacklick, OH, is the sole developer,

distributor, and owner of ALEKS PPL. Units used by Parkland College for math placement testing must be purchased directly from them. The unit price is the same for all public Illinois community colleges. The estimated annual usage is 4,000 units at \$15.00 per unit for a total cost not to exceed \$60,000.

This purchase relates to the following Strategic Goals:

Goal A: Empower Our Students: Parkland College will empower all students for success.

1. Develop clear evidence-based pathways for success so that students start right, maintain progress, and complete a credential in a timely manner.

Administration recommended purchasing the ALEKS PPL testing units from McGraw-Hill of Blacklick, OH for a total cost not to exceed \$60,000. These items are exempt from formal bid requirement per the Illinois Community College Act, Section 805/3-27.1 (l) 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 from the FY2025 and FY2026 operating budgets.

Dr. Sutton noted that \$1 of the Course Fees of every credit of math goes to the Assessment Center. Dr. Trame added that this is not from the typical credits that students would use if using as part of the curriculum. This is for the additional testing units on the placement side and some of the remediation efforts that come through the Assessment Center.

It was moved by Mr. Campbell (Student Trustee) and seconded by Mr. Ayers to approve the purchase of ALEKS PPL testing units from McGraw- Hill Global Education Holdings LLC of Blacklick, OH, for a total cost not to exceed \$60,000.

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

EXEMPT PURCHASE - BDI DATALYNK, LLC VENDOR AMENDMENT

Parkland College Community Education is experiencing an increased demand for the Certified Fiber Optic Technician training. We partner with BDI DataLynk, LLC to provide the subject matter expertise, program content, curriculum, and instruction as well as maintain an approved provider status for the Certified Fiber Optic Technician “track”, including the following:

- Certified Fiber Optics Technician (CFOT)
- Certified Fiber Optics Testing & Maintenance Specialist Course (CFOS/T)

- Certified Fiber Optic Specialist in Splicing (CFOS/S)

The Board previously approved spending up to \$60,000 with BDI DataLynk, LLC for FY 2025. The College requested increasing the approved spending amount by \$90,000, to \$150,000 total, with already approved training vendor BDI DataLynk, LLC.

BDI DataLynk is located in Atlanta, Georgia, and teaches onsite in over 20 locations across the United States. They provide students with a thorough understanding of fiber installation standards and offer FOA Sanctioned Fiber Optics Training Courses. Each of their courses consists of hands-on skills labs, paired with lecture and book learning, to prepare for the respective FOA Certification Exam.

In FY2024, Volo was interested in starting a fiber optic apprenticeship, so Community Education researched The Fiber Optic Association's approved provider list. We selected BDI DataLynk after multiple conversations and after receiving three great recommendations from other colleges, including John Wood Community College. We intend to continue this partnership in FY2025 after running a successful pilot program which was funded by WIOA.

This purchase relates to the following strategic goal:

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 workers, accelerate innovation, and foster a thriving entrepreneurial ecosystem within District 505.

3. Provide and develop relevant credit and non-credit lifelong learning opportunities for District 505, with a particular focus on engaging with historically underserved communities.

Administration recommended purchasing the certified fiber optic training services from BDI DataLynk, Atlanta, GA, for a total cost not to exceed \$150,000. Items are exempt from formal bid requirements per the Illinois Public Community College Purchasing Act section 805/3-27.1 (a) contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part. Board authorization is requested since the cost exceeds \$20,000. Funds are available from the FY2025 Community Education budget for this purchase.

It was moved by Ms. Ragsdale and seconded by Dr. Banks to approve the purchase of services from DBI DataLynk, Atlanta, GA, for a total cost not to exceed \$150,000.

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

EXEMPT PURCHASE – EMERGENCY REPLACEMENT OF THE FLAT ROOFING SYSTEM ABOVE THIRD FLOOR X-WING

The flat rubber roofing system above the classrooms on the third floor of X-Wing has failed causing drywall ceiling damage in those classrooms. The rubber roofing has pulled away from its termination strips, allowing wind and rain to enter soaking the underlying insulation board. Local contractors have determined the roof needs to be replaced. The college has solicited two proposals to replace the roof from reputable contractors who have completed work for the college in the past.

The proposals are:

- | | | |
|--------------------------------|---------------|----------|
| 1. Advanced Commercial Roofing | Champaign, IL | \$50,785 |
| 2. King-Lar Roofing Inc. | Decatur, IL | \$64,000 |

This purchase relates to the following strategic goals:

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

4. Maintain sustainable resources and maximize efficiency to support the learning mission of the college.

These items are exempt from formal bid requirements 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 FY2025 operating budget.

It was moved by Mr. Clem and seconded by Mr. Ayers to approve the replacement of the flat rubber roof above the third floor of X-Wing by Advanced Commercial Roofing, Champaign, IL, for a total cost of \$50,785.

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

EXEMPT PURCHASE - DNN ANNUAL SOFTWARE CONTRACTUAL MAINTENANCE RENEWAL

To support the College's administrative and academic needs, the Administration recommends extending the DNN web CMS and online software license/maintenance from DNN Corp of San Mateo, CA. The cost is \$48,274.92 for the period from July 1, 2026, to June 30, 2029, paid annually at \$16,091.64.

The DNN web CMS software hosts the Parkland College public website and the CONNECT student portal. The current license expires on June 30, 2026. The vendor offers a

one-time, three-year extension to lock in our rate of \$16,091.64 per year. Without this extension, the rate will increase to \$23,000 starting July 1, 2026. This extension will help the College avoid cost increases and provide time to evaluate and plan the transition to another CMS platform. The transition from DNN will not start until 2026, due to the other critical initiatives, and will take at least two years to complete.

This purchase relates to the following strategic goals:

Goal A: Empower Our Students: Parkland will empower all students for success.

1. Develop clear evidence-based pathways for success so that students start right, maintain progress, and complete a credential in a timely manner.

Goal C: Enrich the Community: Parkland will work collaboratively to enrich the District community.

4. Effectively market and promote the college, its programs, and services to raise awareness of opportunities for social and economic mobility and career advancement; increase awareness of the college's priorities among key stakeholders, including policymakers.

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

2. Create an environment of accessible technology that supports and secures the college's learning experiences, business operations, and digital assets.

4. Maintain sustainable resources and maximize efficiency to support the learning mission of the college.

IT Vision: Campus Technologies empowers the Parkland College community through technology.

IT Mission:

2. Empower faculty and staff with innovative IT solutions to drive student enrollment, enhance retention, and ensure student success.

5. Achieve operational excellence in IT by enhancing responsiveness, agility, and capabilities to meet and exceed the college's evolving needs.

Administration recommended renewing the DNN web CMS and online software from DNN Corp of San Mateo, CA, for a total cost of \$48,274.92. 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. Board authorization is requested since the cost exceeds \$20,000. Funds are available from the operating budget for each fiscal year of the contract renewal.

It was moved by Dr. Banks and seconded by Mr. Clem to approve the purchase of the annual license/maintenance of the DNN web CMS and online software from DNN Corp of San Mateo, CA, for a three year total cost of \$48,274.92.

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

EXEMPT PURCHASE - SYMPLICITY ACCOMMODATE

In support of enhancing processes for Accessibility Services, meeting the needs of students with disabilities, and facilitating the Colleague SaaS migration, Administration recommends the approval of an agreement with Symplicity for Accommodate software. The software will help automate processes and allow continuity with past services as well as assist with scheduling and managing testing, communication, and reporting. The total cost is \$51,288 with \$47,288 paid over the course of three years and a \$4,000 implementation fee. The agreement will cover the dates March 1, 2025, through June 30, 2028.

This purchase relates to the following strategic goals:

Goal A: Empower Our Students: Parkland College will empower all students for success.

3. Enhance student success and resilience through comprehensive and accessible learning support systems in and outside the classroom.

Administration recommended the purchase of the Accommodate software for a total cost of \$51,288. 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 this purchase are available from FY2025-FY2028 operating budgets.

Dr. Trame noted that this will help with the record keeping processes of Accessibility Services and helps with communication to faculty on how to request an accommodated testing environment, submit tests, and access accommodation letters.

It was moved by Ms. Ragsdale and seconded by Dr. Banks to approve the purchase of Accommodate software from Symplicity of Arlington, VA, at a total cost of \$51,288.

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

2025-2026 STUDENT ACTIVITY FEE

Parkland College Administration met with the Student Government Association (SGA) to review the expected revenues for the Student Activity Fund, created by Parkland policy 8.20 and funded by the Student Activity Fee which is assessed per credit hour. This fee was set by the Board at \$1.75 per credit hour for the 2012-2013 academic year and was not increased again until the 2023-2024 academic year when it was raised to \$3.00 per credit hour.

The SGA has met with Parkland College Administration to review the revenue projections for the Student Activity Fund and the impacts for students on the declining purchasing power of the revenues generated by this fee. The SGA has passed a resolution asking the BOT to raise the student activity fee \$0.50 for the coming year and to continue this gradual increase strategy for the next three years. This resolution will be presented to the BOT by the student trustee at the February 2025 meeting.

Per the recommendation of Student Government Association, Administration recommended this increase to the Student Activity Fee for all Residency and Tuition categories. The increase is per semester credit hour and would be effective with the Summer 2025 term.

It was moved by Mr. Cambell (Student Trustee) and seconded by Mr. Clem to approve a Student Activity Fee increase to \$3.50 per credit hour effective with the Summer 2025 term.

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

STATE OF ILLINOIS CMS (IDES & IDHS) - LEASE AMENDMENT (EXTENSION)

The Workforce Innovation and Opportunity Act (WIOA) authorizes alignment and integration of federal job training so that workers, job seekers, and businesses have access to needed services through a single network. The State of Illinois Department of Employment Security (IDES) and Department of Human Services (IDHS) are housed at the “One-Stop” at Parkland on Mattis for our local area. The State’s two current five-year leases expire February 25, 2025.

The close proximity of IDES and IDHS programs and services to Parkland College has proved beneficial, as students and community members can easily access multiple State and federal resources available through the one-stop center.

The lease does contain a provision allowing the College to terminate the lease with 120 days' written notice. The lease also contains two increases to the rent over the five-year period.

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 workers, accelerate innovation, and foster a thriving entrepreneurial ecosystem within District 505.

Administration recommended approval of the two Amendments to Lease Agreement to extend the term of the State of Illinois CMS leases through February 28, 2030.

It was moved by Ms. Ragsdale and seconded by Dr. Banks to approve the Amendments to Lease Agreement with the State of Illinois CMS to extend the term of the lease through February 28, 2030.

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

RESOLUTION APPROVING DOUGLAS COUNTY PROPERTY ASSESSMENT AGREEMENT

A global leader in biofermentation is seeking a suitable location to build a \$750 million corn wet milling and biofermentation manufacturing plant to produce amino acids for livestock feed. The main processing plant would be supported by auxiliary unit operations such as grain handling, combined power & heat, water treatment, wastewater treatment, and finished product operations including loading, packaging, and warehousing. The company intends to buy and process locally grown corn and projects employing 240 individuals at the plant.

Douglas County EDC has been actively working with the State of Illinois DCEO to attract this company to develop this manufacturing facility on a brownfield property in their County.

Douglas County's EDC proposed property assessment agreement presents an economic incentive the manufacturer in their site selection. The Agreement establishes a value of the Subject Property for purposes of calculating real estate taxes under this Agreement. A Market Value Estimate for the Subject Property was commissioned by the Douglas County Supervisor of Assessments and conducted by Vanguard Appraisals in 2024 (the "Market Value Estimate"). The Agreement, if approved by all involved units of local government, runs from Tax Year 2025 through Tax Year 2057.

Brian Moody, Executive Director, Douglas County EDC was in attendance to present details on the Property Assessment Agreement and answer questions.

Trustee Ragsdale thanked the Board for the extra time to review. Vice-Chair Green confirmed with Mr. Moody that if an entity were to vote no to this agreement, it would stop the process and would have to go through the normal process again. Chair Voyles also confirmed that there are state and federal agencies that review and would not proceed if there was an issue or concern.

It was moved by Mr. Ayers and seconded by Dr. Banks to approve the Resolution to Adopt the Douglas County Property Assessment

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

CLOSED SESSION

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

PERSONNEL REPORT

It was moved by Dr. Banks and seconded by Ms. Ragsdale to approve the Personnel Report for February 2025.

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

TRUSTEE REPORTS

Trustee Ragsdale updated on the DC trip and stated that she is very proud of the work that Parkland does and the executive team's preparedness and presentations. She congratulated Student Trustee Campbell on having the skill to read the audience no matter what office they were in.

Student Trustee Campbell noted that it has been a great honor and privilege to be able to represent the institution. He stated that Parkland has given him so much as an individual and to have the opportunity to do work on behalf of the student body is something he will never forget. He updated that he changed his major from social work to political science. He thanked the Board for the opportunity.

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, Ragsdale, Voyles, Campbell (Advisory Vote), and Green. NAYS—None. ABSENT—Trimble.

The meeting was adjourned at 8:52 p.m.

Bianca Green, Vice-Chair

Maureen Banks, Secretary