

**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**

June 18, 2025

ROLL CALL

The Meeting was called to order by Maureen Banks, Chair, at 7:02 p.m. The meeting was held electronically via Teams and in Room U325. At the direction of Chair Banks, Krystal Garrett, Assistant to the President/Board of Trustees, called the roll of members of the Board who attended in person. The following trustees were present: James Ayers, Bianca Green, Daniel Marker, Carolyn Ragsdale, Pascalinegrace Phongo (Student Trustee), and Maureen Banks. Also present were President Pamela Lau and representatives of the administration, faculty, staff, and public. Trustees Clem and Trimble were absent.

CONSENT AGENDA MOTION

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

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

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

The consent agenda adopted included approval of the following items:

- Approved the Minutes from the Regular and Closed Session Meetings held on May 28, 2025.
- Approved the voucher checks listing through May 31, 2025, including Board travel, totaling \$2,891,624.51.
- Approved the appointment of Meyer Capel as legal counsel for the Board for FY2026 at a monthly retainer fee of \$250.00.
- Approved the awarding of funds from the following external sources:
 1. Illinois Community College Board (ICCB): FY2025 Access and Equity in Dual Credit Project

2. Jobs for the Future (JFF): Industry Intermediary Incentive Funding
- Approved the filing of the following grant applications:
 1. Illinois Community College Board (ICCB): FY2026 Federal Postsecondary Perkins Basic Grant - Career and Technical Education
 2. Local Workforce Development Board 17—LWIA 17 Youth Committee (via CCRPC): 2025 Youth Providers Grant (WIOA)
 3. Illinois Community College Board (ICCB): Adult Education & Family Literacy Activities (AEFLA)—FY26 Renewal
 4. Illinois Community College Board (ICCB): Adult Education and Literacy: Integrated English Language and Civics Education (IELCE)—FY26 Renewal
 5. Illinois Department of Transportation (IDOT): FY26 Highway Construction Careers Training Program (HCCTP)
 - Approved the recommendation by Legal Counsel that no closed session minutes be released at this time.

PUBLIC COMMENTS

Chair Banks opened the floor for public comments.

There were no public comments.

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 public safety officer position and is qualified to be a Parkland College Peace Officer.

Jared Priest – Filling the vacancy created by Ben Bermingham's departure.

Jared Priest graduated from Mahomet-Seymour High School in Mahomet, IL in 2019. Jared has four years of Law Enforcement Experience.

Jared started at Parkland College as a part time dispatcher for the Parkland College Police Department in 2020. During this time, he attended classes at Parkland and Illinois State University to get a bachelor's degree in psychology. After obtaining this degree, Jared was hired as a full-time dispatcher.

Jared was hired as a Police Officer for the Parkland College Police Department in August of 2024 and graduated from the University of Illinois Police Training Institute in December of 2024. He completed our field training program in April 2025 and is released for solo patrol.

It was moved by Mr. Ayers and seconded by Ms. Ragsdale to approve the Resolution to appoint Jared Priest as a Peace Officer to the Parkland Public Safety Department.

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

PUBLIC SAFETY DEPARTMENT – OATH OF OFFICE

Chief Daniels introduced Officer Priest to the Board.

The Oath of Office was administered to Officer Priest by Chair Banks.

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. Enrollment for summer 2025 and fall 2025.

Enrollment for this summer and the coming fall semesters continue to run positive compared to a year ago. As of June 17, summer enrollments stand at 3650, up 3.4% from last year while FTE come in at 1181, up 3.5%. Fall enrollments are steady with 2860, an increase of 11.3% over last year at this time and FTE at 1897, an increase of 10.0%. The strong numbers now speak loudly about the work of our Enrollment Management and Academic Advising teams.

2. First Ford ASSET Apprenticeship with Gustafson Ford dealership.

Parkland has offered the Ford ASSET program for 30 years. It is based on strong connections with Ford dealership employers, in many ways a precursor of the registered apprenticeship programs that are promoted by the U.S. Department of Labor. However, while the Ford ASSET programs use an effective earn-and-learn model for training new service technicians, the dealerships have been reticent in joining as registered apprenticeship providers. Through the focused work of Aimee Densmore, our Director of Apprenticeships, together with David Charney, Ford ASSET program director, Gustafson Ford out of Kewanee, IL, is ready to join the national apprenticeship program.

Dr. Lau noted that there are distinct advantages when an employer decides to enter into registered apprenticeships.

For employers: As official partners in a U.S. Department of Labor-recognized program, employers gain access to state and federal workforce funding, tax incentives, and training reimbursements.

For the student-apprentices: ASSET students earn a nationally recognized DoL Journeyworker credential alongside the AAS degree and Ford certifications. Also, participation in a respected skilled trades pathway that is anchored in a structured, competency-based training plan with delineated milestones for advancements gives the student a greater measure of professional recognition. As a registered apprentice, the student stands to receive more financial support for tuition, tools, and materials since their employer will gain access to RA-related funding for Related Technical Instruction (RTI).

For the college: Aligning our career programs like Ford ASSET with employers who register as sponsors of registered apprenticeship affirms the quality of existing programs with a formal external seal of excellence. This naturally enhances Parkland recruiting power and confirms that our CTE programs are well aligned with industry's workforce needs. This in turn increases the college's competitiveness for state and federal workforce grants.

Bringing employers into the registered apprenticeship arena is a clear win-win-win strategy in all the relevant quarters.

3. **Juneteenth Celebration**

Parkland was pleased to welcome Mayor DeShawn Williams of Urbana to campus as our featured Juneteenth speaker. We celebrated Juneteenth two days earlier to accommodate Mayor Williams' travel schedule. He gave an inspiring address, encouraging African Americans to claim their space in the community and highlighting the role that Parkland College has played in their endeavor. Thanked Trustees Banks, Marker, and Ragsdale who were able to accommodate this important event into their busy schedules. More than 100 people from across campus signed up. Neil St Blues did a wonderful job with the catering.

4. **Summer Youth Engagement through Community Education**

Community Education's summer offerings for kids and youth started this week. The enrollment numbers remain strong, a sign of interest from the community and their confidence in the quality of the children's and youth programming we offer. Dr. Lau reported on the following numbers:

College for Kids, ages 6-13, June 16-26 & July 7-17

- 57 camps offered, only 1 cancelled due to low enrollment
- 597 registered (311 - June, 286 - July so far)
- Record breaking 1st Day registration with 370 on February 14

DiscoverU Teen Camps, ages 8-18

- 15 camps offered, only 1 cancelled due to low enrollment
- 191 registrations, so far
- All remaining camps are full

Athletic Camps, ages 8-18

- Volleyball – July 14-31
9 camps
277 registrations
- Basketball camps were cancelled due to low enrollment

5. Senate version of budget reconciliation bill.

We along with many other community college leaders across the country reached out to our U.S. senators to petition their help against what we perceive as the harmful components of the House version. These components that had the potential to negatively impact community colleges include:

- decreasing Pell awards while raising the bar for part-time students to become Pell-eligible;
- the introduction of risk-sharing as an accountability measure when students fail to repay loans; and
- the elimination of subsidized undergraduate student loans.

While we recognize that there is still work to be done to reconcile the House and Senate versions, we want to thank members of the U.S. Senate for listening to community college concerns.

Upcoming events:

- June 19: Board annual summer retreat at the I-Hotel starting at 12.30 p.m. and ending with a board dinner at 5.45 p.m.
- June 24: The Foundation's Women of Impact event in the Student Union at 5 p.m. to raise scholarship funds for Parkland students

LEGISLATIVE UPDATE

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

Dr. Trame updated on the common application, which is now being piloted for community colleges. The issues are that these apps tend to become cumbersome and problematic for community college students. There is work to be done to meet the needs of universities and community colleges.

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

Stephanie Stuart will review any requests made under the FOIA during the month and the disposition of the requests.

<u>Requestor</u>	<u>Information Requested</u>
Justin Wenig	Vendor Contracts
Michael Ayele	OpenAI Request
Justin Wenig	Vendor Contracts
Ed Luberd	Bid Results

FINANCIAL STATEMENTS

Mr. Randles stated that the financial statements for May reflect the results of operations of the College for the first eleven months of fiscal year 2025. The revised budget estimates indicate that expenses will exceed revenues by \$4,122,146.

- As noted in the February annual budget workshop, the current financial models project a deficit very close to the original budget of \$3.7M.
- The key factors for the College's operating results in FY2025 will be the final CPPRT payment, the final months of self-funded health claims, and year-end audit adjustments.
- 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 was presented in February.

Mr. Randles noted that there is an estimated \$1M deficit in the operating funds, attributable to the health care change situation. They are estimating that healthcare will be up around 20% compared to the estimated 8%. He noted that the timing is good for us, being the 2nd year of the union contracts which gives us a little more time to see if the health plan will need to change.

Mr. Randles updated that, as of now, they are not aware of any findings from the auditor. They may bring a recommendation to extend the auditors to another year to allow for continuity as Ms. Loyd transitions into her new role as CFO.

RESOURCE ALLOCATION MANAGEMENT (RAMP)

The Illinois Community College Board compiles a list of capital improvement projects for community colleges that request State of Illinois funding under a program entitled Resource Allocation Management Program (RAMP). Projects submitted to ICCB under RAMP require the local community college Board of Trustees approve the project and the College must also fund a minimum of 25% of the total cost of the project. Projects submitted under RAMP are funded by the State of Illinois in the order they were submitted and by funds allocated by the State.

Parkland College will be submitting a project under RAMP for a new Physical Sciences Training Center, a new construction addition to the campus. This addition would be approximately 27,000 Square Feet of new classroom, laboratory, study, and office space potentially located adjacent to the L Wing of the main campus. The majority of the spaces would be new Chemistry and Biology laboratories and classrooms with the latest technology available. With the growth locally in health professions and in Science, Technology, Engineering, and Math (STEM), this new addition will allow for expanding enrollment in these curriculums and for the newest technology.

The current estimate (FY27) for this new construction addition is \$31,167,115.00. This cost estimate has been calculated using formulas provided by the ICCB documents in the RAMP submission procedures. The College has also retained IGW Architects of Urbana, IL to assist in the preparation of the RAMP submission and to work with the Administration and Health Professions faculty to detail the needs of this new project. The College's portion of the construction would currently be estimated at \$7,795,284.00 which is 25% of the total estimated cost.

The Board discussed the RAMP application process. Mr. Randles noted that the college pays for the initial cost of the architecture and engineering plans. We have a lot of flexibility if the project gets funded and are not committed to spending this and can change or choose not to do it if/when it gets approved.

It was moved by Ms. Ragsdale and seconded by Mr. Marker approve the submittal of the Illinois Community College Board project under the Resource Allocation Management Program for a new Physical Sciences Training Center as per the documents provided to the Board.

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

PRESENCE HEALTH PROPERTY TAX SETTLEMENT AGREEMENT

Presence has prosecuted a lawsuit in Champaign County Circuit Court seeking refunds of property taxes remitted to the Champaign County Clerk for Tax Years 2003-2012. Presence had been paying property taxes during this period under protest, claiming they were subject to a charitable property tax exemption. Champaign County did not recognize this exemption as valid. Thus, the County collected and distributed these taxes.

Parkland was aware these taxes were being distributed to all taxing bodies, including the College, but were being debated in the courts. Therefore, Parkland did not recognize these receipts as revenues but has held them in a liability account waiting for formal resolution.

Resolution day has come as Champaign County must finally feel the charitable property tax exemptions were valid and applicable. Joel Fletcher, Champaign County Assistant State's Attorney has led the negotiations with Presence while coordinating with the various taxing bodies' legal counsel. Lorna Geiler has been representing the College in this matter and reviewed the proposed Settlement Agreement.

Parkland had \$490,131.43 in the designated liability account. The Settlement Agreement and associated Intergovernmental Agreement require the College to contribute \$573,765.17. The difference is attributable to Presence Property taxes paid during this period to TIF Districts that in turn have distributed to the taxing districts.

Mr. Randles noted that we are part of a collective of these taxing bodies and we acknowledge that we need to remit these taxes back. We are in a tight turnaround to work together with the other entities to remit the money back to the Treasurer by June 25. Ms. Geiler reviewed the agreement process and noted that if we cannot reach an agreement, we would give it back to the court to decide. She noted that there is no scenario that she can fathom that would make us pay more than what we owe Presence. We are waiting for a few more entities to sign off but it is in everyone's interest to get this done with Presence now.

It was moved by Ms. Green and seconded by Mr. Ayers to approve the Presence Health Property Tax Settlement Agreement as presented.

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

**CHAMPAIGN COUNTY TREASURER INTERGOVERNMENTAL AGREEMENT
(PRESENCE PROPERTY TAX)**

Presence has prosecuted a lawsuit in Champaign County Circuit Court seeking refunds of property taxes remitted to the Champaign County Clerk for Tax Years 2003-2012. Presence had been paying property taxes during this period under protest, claiming they were subject to a charitable property tax exemption. Champaign County did not recognize this exemption as valid. Thus, the County collected and distributed these taxes.

Parkland was aware these taxes were being distributed to all taxing bodies, including the College, but were being debated in the courts. Therefore, Parkland did not recognize these receipts as revenues but has held them in a liability account waiting for formal resolution.

Resolution day has come as Champaign County must finally feel the charitable property tax exemptions were valid and applicable. Joel Fletcher, Champaign County

Assistant State's Attorney has led the negotiations with Presence while coordinating with the various taxing bodies' legal counsel. Lorna Geiler has been representing the College in this matter and reviewed the proposed Settlement Agreement.

Parkland had \$490,131.43 in the designated liability account. The Settlement Agreement and associated Intergovernmental Agreement require the College to contribute \$573,765.17. The difference is attributable to Presence Property taxes paid during this period to TIF Districts that in turn have distributed to the taxing districts.

The previous Settlement Agreement calls for an Intergovernmental Agreement amongst the taxing districts to negotiate in good faith regarding the distribution of the excess amount of \$454,294.54 in the reconciliation fund. These excess funds are a result of each taxing body remitting their higher amount to the refund fund under two calculations. This was necessary to ensure settling the overarching dispute with Presence Health in a timely manner.

It was moved by Ms. Green and seconded by Mr. Ayers to approve the Champaign County Treasurer Intergovernmental Agreement as presented.

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

EXEMPT PURCHASE – 160 DRIVING ACADEMY

Parkland College Community Education partners with 160 Driving Academy to provide the personnel and equipment as well as the recruitment, instruction, marketing, and job placement services for the truck driver training program.

160 Driving Academy has 19 locations in Illinois and another 100 plus locations out of state. They provide a tuition reimbursement program for those students that qualify. Their goal is to train students according to the trucking regulations, promote safe and secure driving, and place students with one of the top U.S. trucking companies.

Community Education has a long-standing relationship with 160 Driving Academy and was the first community college to partner with them in 2014. After researching available options and discussing program options with other Illinois Community Colleges, 160 Driving Academy was selected due to their professionalism and commitment to quality, including instructors who care.

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 truck driver training services from Rock Gate Capital, DBA 160 Driving Academy, Evanston, IL, for a total cost not to exceed \$1,200,000. 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 FY2026 Community Education budget for this purchase.

It was moved by Mr. Marker and seconded by Ms. Ragsdale to approve the purchase of services from Rock Gate Capital, DBA 160 Driving Academy, Evanston, IL, for a total cost not to exceed \$1,200,000.

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

EXEMPT PURCHASE – STRATEGIC DEVELOPMENT INSTITUTE

Parkland College Community Education purchases books, training materials, and assessment services from Strategic Development Institute (SDI), a distributor for our leadership and customer service training programs. They are a certified trainer for the DiSC assessments and DiSC programs. SDI also provides curriculum for four additional topics in the Leading EDGE Certificate series, as well as multiple customized classes offered by Community Education.

Community Education has developed a reputable and long-standing Leading EDGE program in partnership with SDI as well as custom soft skills programs (communication, team building, collaboration, time and email management, etc.) to develop employees. SDI offers a variety of quality programs and services at competitive pricing. Community Education regularly evaluates the program and has researched other vendors. Community

Education has continued to partner with SDI due to the quality solutions they provide that exceed customers' and students' expectations.

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 various leadership and soft skills books, training materials, and assessment services from SDI, Champaign, IL, for a total cost not to exceed \$55,000. 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 FY2026 Community Education budget for this purchase.

It was moved by Ms. Ragsdale and seconded by Ms. Green to approve the purchase of services from Strategic Development Institute, Champaign, IL, for a total cost not to exceed \$55,000.

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

EXEMPT PURCHASE – GREY & ASSOCIATES

Parkland College Community Education uses Grey & Associates to provide various safety training and consulting services. Grey & Associates is a full-service safety provider whose goal is to provide services to our customers so they can achieve successful safety performance and compliance within their workforce. They help employers and employees achieve greater personal, financial and operating success, develop and maintain a higher safe work environment, increase the responsibility and accountability of their core safety organization, and improve overall safety performance.

Community Education has a long-term working relationship with Grey & Associates and has confidence in their quality, variety of services, availability, and skills. Grey & Associates is a trusted vendor, providing the best quality and service with competitive pricing

in our area. In the past six years, other vendors have been used but their services did not meet expectations.

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 safety training services from Grey & Associates, Champaign, IL, for a total cost not to exceed \$32,000. 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 FY2026 Community Education budget for this purchase.

It was moved by Mr. Marker and seconded by Ms. Ragsdale to approve the purchase of services from Grey & Associates, Champaign, IL, for a total cost not to exceed \$32,000.

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

EXEMPT PURCHASE - BDI DATALYNK, LLC

Parkland College Community Education partners 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)

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. Parkland intends to continue this partnership in FY2026 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 FY2026 Community Education budget for this purchase.

It was moved by Ms. Ragsdale and seconded by Mr. Marker 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, Green, Marker, Ragsdale, Phongo (Advisory Vote), and Banks. NAYS—None; ABSENT—Clem and Trimble.

EXEMPT PURCHASE - ACADEMIC SERVICES FURNITURE

Academic Services has identified a need to update furniture in offices and instructional spaces. The upgrade of furnishings is an ongoing project to replace furniture in academic wings between 20 and 50 years old that does not address current technological, ergonomic, or accessibility concerns. The new furniture consists of pieces that can be configured to increase accessibility to all students, faculty, and staff; to accommodate a

variety of teaching/learning opportunities; and to gain efficiency in classrooms and offices, maximizing learning outcomes.

Included in this request is furniture for:

- A259, L221, L246, L247 – Height-adjustable tables to complete classroom sets ordered pre-2020
- M225 – Full classroom set for a mathematics classroom
- L229 – Office furniture to accommodate two recently hired faculty
- X231 – Office furniture to accommodate two instructional technology staff members

This purchase relates to the following strategic goals:

Goal B: Enhance Teaching and Learning: Parkland College will continually improve teaching practices and enhance learning opportunities to maintain excellence in its academic programs.

3. Create flexible, accessible learning environments that encourage students to participate in and take responsibility for their own education.

Goal D: Invest in our Employees: Parkland College will invest in the enrichment and development of all employees as they fulfill the mission.

1. Foster a mission-driven work environment.

Administration recommended purchasing furniture and installation from Krueger International, Green Bay, WI, for a total cost not to exceed \$42,000. 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 are available from the FY2026 operating budget for this purchase.

It was moved by Ms. Green and seconded by Ms. Ragsdale to approve the purchase of furniture and installation from Krueger International, Green Bay, WI, for a total cost not to exceed \$42,000.

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

PRINTING & BULK MAILING SERVICES - COMMUNITY EDUCATION

A legal bid notice was placed in The News-Gazette. The bid also appeared on the RFP page of the Parkland College website. Bid invitations were sent to sixteen companies

requesting bids for printing and bulk mailing services for Community Education brochures for FY26-Q2, FY26-Q3, FY26-Q4, and FY27-Q1. Four vendors returned a bid.

This purchase relates to the following Strategic Goals:

Goal B: Enhance Teaching and Learning: Parkland College will continually improve teaching practices and enhance learning opportunities to maintain excellence in its academic programs.

1. Implement evidence-based instructional practices to create welcoming, inclusive learning environments for transformational educational experiences for students across the diversity spectrum.

3. Create flexible, accessible learning environments that encourage students to participate in and take responsibility for their own education.

5. Identify and support professional development opportunities for faculty to stay current in their respective disciplines and emerging technologies.

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.

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.

5. Maintain an open door for the community to visit campus and engage in enriching programs, events, and experiences.

Bids were received from six companies. The bids are as follows:

Woodward Printing Platteville, WI	\$50,008.70
--------------------------------------	-------------

K.K. Stevens Astoria, IL	\$52,970.20
-----------------------------	-------------

Indiana Printing and Publishing Company Indiana, PA	\$57,420.00
Doxim Direct Suwanee, GA	\$131,212.32
MOTR Grafx, LLC Wheeling, IL	\$156,600.00
PIP Printing Peoria, IL	\$316,756.00

Administration recommended acceptance of the bid from Woodward Printing, Platteville, WI, for a total cost of \$50,008.70. Funds are available from the FY2026 Community Education budget and operating funds.

The Board discussed the discrepancy received between bid pricing. Mr. Randles noted that we have used this vendor before, and the lower bids received are closer to the amounts that we have seen.

It was moved by Ms. Ragsdale and seconded by Mr. Ayers to approve the bid for printing and bulk mailing services from Woodward Printing, Platteville, WI, for a total cost of \$50,008.70.

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

CAMPUS WAYFINDING SOLUTION – DIGITAL NAVIGATION PLATFORM

Parkland College is committed to improving the experience of students, visitors, staff, and community members by employing easy-to-use and effective technology. With many people coming to campus for classes, work, or public events, it can be difficult for those unfamiliar with the layout of campus to find their way. A digital wayfinding system will make it easier for everyone to navigate the campus, helping them feel more welcome, confident, and satisfied during their visit.

In Spring 2024, a small team was awarded IDEAS funds to explore a campus-wide wayfinding solution. A stakeholder committee was assembled composed of representatives from Campus Technologies, Student Services, Academic Services, Marketing, and Physical Plant. The College solicited proposals from qualified companies to learn about their wayfinding solutions.

The College received five proposals from the following companies:

geoConvergence

Murrieta, CA

InMapz	Irvine, CA
Intellectyx	Denver, CO
Mapsted	Oakville, Ontario, Canada
MazeMap	Trondheim, Norway

After a thorough RFP process, including interviews and demos, the committee selected Mapsted, a company headquartered in Oakville, Ontario, Canada, as the preferred provider.

Mapsted offers a highly customizable, hardware-free digital navigation platform accessible via QR code, mobile application, or website. They require no beacons, Wi-Fi infrastructure, or app installation. This approach reduces long-term maintenance needs and supports sustainability by eliminating the need for printed maps. The platform also includes advanced analytics to assess space usage, visitor behavior, and overall system engagement.

The proposed implementation includes a one-time setup fee of \$4,500, \$10,500 for the custom mobile app development, and an annual license fee of \$24,000, totaling \$39,000 for the first year. The second year cost will be \$24,000, which is the annual license fee. The system will allow visitors and students to access turn-by-turn directions and point-of-interest information across Parkland's indoor and outdoor spaces using mobile devices and web links. Mapsted provides detailed analytics on how users interact with the system. Parkland can track metrics like the number of QR code scans, most visited locations, time spent navigating, and traffic patterns. These insights show how often and how effectively the system is being used. Parkland can also monitor how often staff are asked for directions before and after launch. A noticeable decrease indicates that Mapsted is helping users navigate independently.

This project supports 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.

Goal C: Enrich the Community: Parkland College will work collaboratively to enrich the District 505 community.

5. Maintain an open door for the community to visit campus and engage in enriching programs, events, and experiences.

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 and operations.

Administration recommended retaining Mapsted, Oakville, Ontario, Canada, in the amount of \$63,000 for two years. This item is exempt from formal bid requirements per the Illinois Public Community College 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 FY2026 and FY2027 operating funds for this purchase.

Trustee Ragsdale stated that this will be better than trying to maintain signs that go out of date immediately. Mr. Randles added that there are multiple types of signs. The ones by the elevators have all been redone, the ones that hang from the ceiling should be up to date, there are some outside that may need to be updated but those all get costly very quickly. Mr. Kassem added that we will do a review of this application to see how often it is being used. Dr. Trame noted that there is a cross-functional team who is driving the project and will work together to support and maintain it. Dr. Lau added this this came out of an IDEAS project and part of their work will be to collect the data to determine if the project is worth keeping beyond the two years. Dr. Trame noted that this could potentially be used for first responders in addition to the many other ways that they find their way around campus.

It was moved by Ms. Green and seconded by Mr. Ayers to retain Mapsted, Oakville, Ontario, Canada, for the implementation of a campus-wide digital wayfinding system for a total cost of \$63,000.

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

POLICY MANUAL UPDATES (LODGED)

The Parkland College Association (PCA) and Administration have completed the latest review of the Policy and Procedures Manual. The recommended changes are being lodged and will be presented as a consent motion for approval at the July meeting.

Policy 2.08 Exclusive Bargaining Representatives

Neither Parkland College nor the Parkland College Association have the legal authority to establish and recognize exclusive bargaining representatives. That process is governed by the Illinois Educational Labor Relations Board. No policy can supersede the IELRB's rules and regulations for the process for establishing exclusive bargaining representatives.

In addition, this policy is not a policy. It does not include any actionable guidelines or directives. There is no way to “violate” this policy and there are no consequences for not following this policy because there is nothing to follow.

Policy 3.33 Telephone Use

This policy is outdated and no longer relevant. The policy references traditional telephones and long-distance calls, which are no longer applicable.

Policy 8.10.05 Academic Opportunity Scholarship for Underrepresented Students

We need to update this policy to comply with current federal guidance. We will be making these changes to the P&P immediately with the parenthetical “(Current Interim Policy – Final Policy Pending Board of Trustees Approval)” as we have done with other policies needing to change because of federal compliance when the deadline for compliance is shorter than what the P&P process will require.

Policy 9.01 Staff Benefits

Neither Parkland College nor the Parkland College Association have the authority to determine and establish membership eligibility at a credit union. The credit union board determines that.

The Champaign County Schools Employees' Credit Union no longer exists. It was merged with the Illinois Educators Credit Union. Another reason to not have a policy naming something we have no control over.

Our employees are eligible to be members at other credit unions, not just this one.

In addition, this policy is not a policy. It does not include any actionable guidelines or directives. There is no way to “violate” this policy and there are no consequences for not following this policy because there is nothing to follow.

CLOSED SESSION

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

PERSONNEL REPORT

It was moved by Ms. Ragsdale and seconded by Mr. Marker to approve the Personnel Report for June 2025, in accordance with the documents that were provided to the Board.

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

TRUSTEE REPORTS

Chair Banks updated that the June ICCTA meeting provided a trustee training opportunity which is recorded and will be sent out to all trustees once available in August. Training is required in trustee's 1st, 3rd, and 5th years of service.

Trustees Green and Ragsdale noted that they will not be available for the July meeting.

ADJOURNMENT

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

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

The meeting was adjourned at 8:33 p.m.

Maureen Banks, Chair

Carolyn Ragsdale, Secretary