

**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**

**September 17, 2025**

**ROLL CALL**

The Meeting was called to order by Chair Banks at 7:00 p.m. The meeting was held electronically via Teams and in Room U325, 2400 W. Bradley, Champaign, Illinois. At the direction of Chair Banks, Krystal Garrett, Executive Assistant to the President/Board of Trustees, called the roll of members of the Board. The following Trustees were present: James Ayers, Daniel Marker, Carolyn Ragsdale, Dana Trimble, PascalineGrace Phongo, and Maureen Banks. Also present were President Pamela Lau and representatives of the administration, faculty, staff, and public. Trustee Jarrett Clem was absent. Trustee Green joined the meeting at 7:01 p.m.

**CONSENT AGENDA MOTION**

Chair Banks 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, Green, Marker, Ragsdale, Trimble, Phongo (Advisory Vote), and Banks. NAYS—None. ABSENT: Clem.

The consent agenda adopted included approval of the following items:

- Approved the Minutes from the Regular Meeting held on August 20, 2025.
- Approved the voucher checks listing through August 31, 2025, including Board travel, totaling \$2,150,801.48.
- Approved the awarding of funds from the following external sources:
  - Illinois Community College Board (ICCB): FY26 Rev Up EV Community College Initiative (Continuation Funding)
  - Illinois Arts Council (IAC): General Operating Support (GOS) Grants
  - Illinois Board of Higher Education (IBHE): FY26 Illinois Cooperative Work Study (ICWS)

### **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.

Gavin Granse – Filling the vacancy created by David Dameron.

Gavin Granse graduated from Urbana High School in Urbana, IL, in 2020. Gavin also attended Culver-Stockton College in Canton, Missouri, in 2020-2021, where he played baseball. He also attended classes here at Parkland College from 2023-2024.

He was hired as a Police Officer at Parkland College in January 2025. Gavin then began the University of Illinois Police Training Institute and graduated on April 24th, 2025.

He went on to complete our field training program in August 2025 and has now been released for solo patrol.

It was moved by Mr. Trimble and seconded by Mr. Marker to approve the Resolution to appoint Gavin Granse as a Peace Officer to the Parkland Public Safety Department.

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

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

The Oath of Office was administered to Officer Granse by the Chair of the Board.

### **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 – 10<sup>th</sup> Day numbers**

Our 10<sup>th</sup> Day enrollment census shows that we are up 5.7% in unduplicated headcount compared to last fall. We are at 6355 students this fall; last year we were at 6014 in headcount. We are up 4.3% in FTE.

Some interesting details:

- **Online versus in-person:** 52% of students are taking only in-person courses, but the 48% who take online classes are taking more credits. Our data shows a 6.6% increase in online FTE.
  - **Continuing students:** Student persistence is an important marker of student success and progress to degree. We have a 13.5% increase in continuing students compared to last year.
  - **Part-time versus full-time:** 66% of our enrolled students are part-time, compared to 65% last year.
  - **Age range:** We see an increase of 8.1% in the 17-20 age group (traditional aged) and 12.7% increase in the 25-30 age group (non-traditional).
  - **Race and ethnicity:** If we disaggregate students by race and ethnicity, we see strong increases among Latino/Hispanic students (up 13.3%) and Asian students (up 12%).
  - **Degree-seeking:**
    - 65% of our students are degree-seeking. Included in the non-degree seeking group are dual credit students and concurrent enrollment students.
    - Of the degree-seeking students,
      - 45% are transfer seeking
      - 35% are in career-oriented programs
      - 15% are pre-Health students  
(total of 50% of degree-seekers are interested in a work-oriented credential)
      - 5% are pursuing an Assoc in General Studies
2. **Illinois Regional College Fair:** On September 8, Parkland hosted the Illinois Regional College Fair from 6–8 p.m. in the Dodds Athletic Center. This free event catered to high school students and community college transfer students and their families. We had more than 60 institutions representing colleges from across the country as exhibitors, and more than 650 people came onto our campus. Many of these 650 attendees stopped by Parkland tables for information on what we offer. It is events like these that keeps our name and good work out there contributing positively to next fall's 10<sup>th</sup> Day census count!

### **Celebrating Our People**

3. **Forty Under 40:** Every year, Central Illinois Business Magazine sponsors Forty Under 40 awards to celebrate men and women who contribute in significant ways to our community. Two college employees, nominated by their Parkland colleagues, have been selected to receive the 2025 awards. They are:
- a. **Cayla Waters:** Cayla is the Associate Director for Contract Training and Professional Development in Community Education. She puts her Master of Arts in Communication and Leadership Studies into practice as she leads strategic planning, program development, and implementation of workforce training initiatives. Her nominators wrote: "What sets Cayla apart is her ability to lead with both heart and hustle. She is a dedicated mom, farm wife, and co-owner of a family farm. Her grounded leadership, deep community ties, and unwavering drive to serve others make her a standout candidate" for this award.

- b. **Laura Wright:** Laura works in Human Resources as a Labor and Employee Relations Consultant, helping supervisors, managers, union leaders, and employees work together. She holds a Master of Social Work. Before her move to HR, Laura worked in Student Services as an Accessibility Services Specialist. She is recognized by her colleagues for her skillful communication. Her nominators describe her as a quiet powerhouse who works to build a better workplace, stronger campus, and connected community.

In addition to Cayla and Laura, we also have an adjunct faculty member among the 40 awardees.

- c. **Jacob Dickey:** Jacob is a well-known local media personality as the meteorologist at WCIA 3 News. He has several Parkland connections. Jacob is an adjunct faculty member: he teaches ESC 101: Introduction to Weather. He started college as a Parkland Pathways student before transferring to the College of ACES at the University of Illinois. And he helps to tell the Parkland story. He hosts the Community College Connections spotlight on WCIA and frequently features Parkland programming.
4. **800<sup>th</sup> Career Win for Coach Hastings:** This past week, we celebrated a new milestone for Volleyball head coach Cliff Hastings. He earned his 800<sup>th</sup> career victory at the end of August. This victory solidifies Coach Hastings' standing as one of the most successful coaches in NJCAA volleyball history. He built the Parkland volleyball program into one of the nation's finest. Parkland is incredibly fortunate to have Coach Hastings and his coaching staff lead the Cobra volleyball program.

Dr. Trame noted that Coach Hastings has a 92% winning percentage, has won 3 national championships, is a 3-time NJCAA national coach of the year recipient, and recipient of the American Volleyball Coaches Association coach of the year award. Dr. Trame congratulated Coach Hastings noting that he is a great coach and that the athletes leave Parkland well prepared for whatever their future holds.

### External Partnerships

5. **FuFeng proposed investment:** In February 2025, the board approved and adopted a property assessment agreement with FuFeng USA Incorporated. This action was taken in conjunction with seven other taxing bodies. The Fufeng company was interested in purchasing property in Douglas County to build a \$750 million corn wet milling and biofermentation manufacturing plant to produce amino acids for livestock feed. Fufeng projected that this investment when fully operational would lead to the employment of 240 people. Last week, we received word from Brian Moody, Executive Director for Douglas County EDC that Fufeng has decided not to move forward with the purchase agreement. The reasons for Fufeng's decision have not been made available to us.

The college continues to seek other opportunities in the biomanufacturing arena.

- Dr. Stuart and Dr. Lau represented Parkland as part of the NSCEB Road Show (National Security Commission on Emerging Biotechnology) roundtable discussions last week where they showcased our work with employers.

- Earlier this week, Drs. Stuart and Sutton participated in the BioInnovations Midwest convening in Omaha, Nebraska and came back with ideas and potential industry connections. We have received designated money to buy equipment and build a bioprocessing lab.

#### **Upcoming Events:**

- **October 22 – 25: ACCT Leadership Congress in New Orleans.** The theme for this year is “Reimagining Community College: Innovation for a Changing World.” Parkland will be presenting. Our session is titled “Speaking the Language of Business: Understanding the Employer Mindset to Drive ROI in Workforce Training.” David Charney, faculty program director for the Ford ASSET program, will be our lead presenter with support from our trustees and vice presidents.

#### **EXCELLENCE AWARDS**

Krishna Thomas, Director of the Center for Excellence in Teaching and Learning, presented the following awards:

- **Steven Rutledge** - Teaching Excellence Award / NISOD AWARD (SEE RECORDING)
- **Marya Burke** - Outstanding Full-Time Faculty Leadership Award Winner
- **Brian Walker** - Outstanding Staff Award, Gold Winner
- **Megan Johnson** - Outstanding Staff Award, Green Winner

Ms. Burke noted that on Saturday, September 20 at 8:00 a.m., the 3<sup>rd</sup> annual Black Mental Health and Wellness event will be held at Parkland, and everyone is welcome to attend.

#### **LEGISLATIVE UPDATE**

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

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

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

<u>Requestor</u>	<u>Information Requested</u>
Megan Russell-Erich	Public Spending
Justin Wenig	Vendor Contracts
Jeff D’Asselio	Public Safety Reports
Samuel Wood-Soloff	Student Population
James Xiao	Employee Records
Sheri Reid	Purchasing Records
Kenyatta Ray	Public Safety Reports
Justin Wenig	Purchasing Records

### **FINANCIAL STATEMENTS**

Amie Loyd reported that the financial statements for August reflect the results of the operations of the College for the first two months of fiscal year 2026. The revised budget estimates indicate that operating expenses will exceed revenues by \$2,036,766.

- The key factors for the College's operating results in FY2026 will be CPPRT payments, self-funded health claims under the new TPA, and student enrollment.
- The FY2026 unaudited estimated beginning operating fund balance is \$40M. This amount is 58% of current budgeted operating expenditures.
- The FY2026 tentative budget projected a \$1,997,604 deficit.
- The FY2026 College final budget will be presented in September.
- The FY2025 College audit will be presented in October.
- The TY2025 tax levy estimated amounts necessary will be presented in October.
- The TY2025 final tax levy will be presented in November.
- The annual budget workshop will be presented in February 2026.

### **PUBLIC HEARING**

A public hearing was held on the proposed 2025-2026 (FY2026) budget.

There were no public comments at the hearing.

### **2025-2026 BUDGET**

The final 2025-2026 (FY2026) budget was presented for approval.

It was moved by Mr. Ayers and seconded by Mr. Trimble that the budget for the 2025-2026 year (FY2026) be adopted in accordance with the document that will be incorporated in the official minutes.

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

### **PROTECTION, HEALTH, AND SAFETY PROJECTS/CAMPUS MASTER PLAN UPDATE**

Protection, Health, and Safety (PHS) project plans are presented annually to the Board. PHS funds have been used to provide much needed structural and mechanical improvements

to the campus. It is proposed that the PHS projects in the FY2026 capital plan be approved for funding purposes.

These projects relate to the following strategic goal:

**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.

**E4:** Maintain sustainable resources and maximize efficiency to support the learning mission of the college.

Requested projects for approval:

Electrical Distribution Panel Safety Improvements Phase II	\$1,100,000.00
D-Wing Roof Replacement	\$ 900,000.00
B-Wing Window Replacement	\$ 400,000.00
A-Wing HVAC Upgrades	\$ 200,000.00
Security Camera Additions Phase IV	\$ 100,000.00

Trustee Trimble suggested that we consider increasing the PHS rate in years to come in order to stay on top of deferred maintenance.

It was moved by Mr. Marker and seconded by Ms. Green to approve the Protection, Health, and Safety projects listed above for FY2025 to be filed in accordance with the documents which will be incorporated in the official minutes.

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

#### **EXEMPT PURCHASE – AGS PRIME SUBSCRIPTION SERVICES**

As a condition of the U.S. Department of Labor Employment and Training Strengthening Community College's Training Grant, Parkland College and its partner colleges in the ATOMAT project (Access to Training Opportunities in Manufacturing and Technology) are required to upload participant-level data into the USDOL's Workforce Integrated Performance System (WIPS). Parkland College is the lead college for this project; the partner institutions are Illinois Valley Community College, John A. Logan College, John Wood Community College, Lincoln Land Community College, Rend Lake College, and Shawnee Community College. American Government Services, LLC, has developed a platform that will provide a streamlined process with end-user training and support for the collection and upload of student-level data into the WIPS system each quarter.

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.

Administration recommended renewing the AGS Prime Platform Subscription and Annual Strengthening Community College Program Management System Subscription Services from American Government Services, LLC, Hudson, WI, for a total cost of \$60,012. This subscription provides access to the systems through December 31, 2026. 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 the U.S. Department of Labor ETA Strengthening Community Colleges Training Grant.

It was moved by Ms. Green and seconded by Mr. Trimble to approve the purchase of AGS Prime Platform Subscription and Annual Strengthening Community College Program Management System Subscription Services from American Government Services, LLC, Hudson, WI, for a total cost of \$60,012.

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

#### **APPLICATION OF FUNDS FROM EXTERNAL SOURCES**

There were no applications submitted in August.

#### **CLOSED SESSION**

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

#### **PERSONNEL REPORT**

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

Ms. McAndrew reviewed the JEC process to have positions evaluated. She noted that there are four positions this month and two more next month, for a total of six positions that will be upgraded. Every person who has that title/position will receive that upgrade. She noted that external market salary reviews become outdated quickly. As part of the annual JEC process, they have added a market salary component to stay competitive within the market and balance internal equity. She noted that at the last collective bargaining, they made an agreement



that they would go through a review of the annual JEC process to determine if there is anything that needs to be updated. We plan to engage Evergreen Services to help facilitate this review. The goal is to bring that proposal to the Board for approval in October and have that review cycle completed by spring.

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

### **TRUSTEE REPORTS**

Student Trustee Phongo updated that the Student Government Association (SGA) created an outreach committee to garner feedback from students in an effort to serve students better. She added that today is Constitution Day and SGA passed out cookies as a way to engage with and inform students about the constitution. In addition, this Friday is the first ICCB in-person meeting for student trustees. Trustee Ayers and Chair Banks noted that ICCTA offers an opportunity for student representatives to present and share their experiences. Chair Banks will follow up with Student Trustee Phongo to discuss her interest.

Trustee Ayers noted that there is a joint ACCT/ICCTA Governance Leadership Institute (GLI), which will be held November 13-15, in Naperville. He noted that this meeting is focused on Illinois only and encouraged trustees to attend.

Trustee Green stated that she was thrilled to see the information about the year-round College for Kids (CFK) courses and asked for additional information. Dr. Stuart updated that there will be offerings on the weekends and evenings, and they are currently piloting a few courses throughout the day with the target audience of home-schooled families. It was suggested that we explore sports or physical education camps. Dr. Trame noted that there may be logistical challenges but appreciates the recommendation and will look into it.

Trustee Trimble mentioned that it was great to see the increase in enrollment and acknowledged that this increase represents a lot of work.

### **ADJOURNMENT**

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

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

The meeting adjourned at 8:14 p.m.

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Maureen Banks, Chair  
Board of Trustees

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Carolyn Ragsdale, Secretary  
Board of Trustees