

**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**

APRIL 17, 2024

ROLL CALL

The Meeting was called to order by James Voyles, Chair, at 7:11 p.m. The meeting was held electronically via Teams and in Room U325, 2400 W. Bradley, Champaign, Illinois. At the direction of Chair Voyles, Krystal S. Garrett, Assistant to the President/Board of Trustees, called the roll of members of the Board. The following Trustees were present: Maureen Banks, Jarrett Clem, Bianca Green, Dana Trimble, Jaden Campbell (Student Trustee), and James Voyles. Also present were President Pamela Lau and representatives of the administration, faculty, staff, and public. Trustee Ragsdale was absent. Trustee Ayers joined the meeting at 7:19 p.m.

CONSENT AGENDA MOTION

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

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

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

The consent agenda adopted included approval of the following items:

- Approved the Minutes from the Regular Meeting held on March 20, 2024.
- Approved the voucher checks listing thru March 31, 2024, including Board travel, totaling \$4,027,331.82.
- Approved the awarding of funds from the following external sources:
 1. Illinois Community College Board (ICCB): Access and Equity in Dual Credit Project Grant
- Approved the filing of the following grant applications:

1. Illinois Community College Board (ICCB): Noncredit Workforce Training Initiative
2. Secretary of State (SOS) Illinois State Library (ISL): Adult Volunteer Literacy Grant
3. FY25 Congressionally Directed Spending Request (Sen. Durbin)—Dental Clinic Expansion

PUBLIC COMMENTS

Chair Voyles opened the floor for public comments.

Corey , father of Jaden the new student trustee, stated that he has been impressed by the student trustee process and feels that it is important to come together to make decisions for the community and he is proud to be part of it.

REPORT FROM THE PRESIDENT OF PCA

Adam Karch, President of PCA, stated that there was no report.

PRESIDENT'S REPORT

Dr. Pamela Lau reported on the following:

1. **Scholarship Reception:** She thanked the trustees who were able to join us. This year, thanks to the generosity of our donors, the Parkland Foundation has been able to give out 527 scholarships to 301 deserving students, totaling \$567,510. Since 2000, the Foundation has awarded more than \$6 million in scholarships. She also thanked Tracy Wahlfeldt and her team, Dr. Marietta Turner and her Student Services team for planning and hosting this event, and Physical Plant and Campus Tech for their help in setting up and preparing for the event.
2. **The new FAFSA:** VP Mike Trame provided an update on the difficulties with the rollout of the new FAFSA and how the Parkland Financial Aid Office is working to mitigate some of the issues for our students. A handout was provided outlining FAFSAs key dates and timeline. Mike Trame thanked Dawn Kamphaus and the Financial Aid team for their work in navigating these challenges. They have packaged aid for this fall based on the current communication. He noted that we are down about 40% in applications. Financial Aid plans to host some FAFSA completion events to help families with any questions they may have. He noted that we are still feeling positive about enrollment and will continue encouraging students to enroll. The trustees discussed the hurdles surrounding the process. Dr. Trame indicated that while not without risk, we are doing the best we can to adjust on the fly and come up with workarounds to help the students.

- 3. Ford Donation of F150s:** The Ford Motor Company has donated fourteen 2023 Ford F150s trucks to our Automotive Tech program. The story behind this gift in kind provides an excellent illustration of how connections and partnerships between our academic programs and business employers happen.

Automotive faculty David Charney and Aaron Roehm were contacted by a regional Ford representative who wanted to check in on the donation of a 2023 Lincoln Aviator. The understanding behind the donation of the Aviator is that it should be used for technical training and that this vehicle will not be driven in the future. Three Unit 4 ECCA automotive students removed the powertrain the week after Fall semester finals. The regional representative was excited to hear of the ways the donated vehicle will be used for training and prompted the representative to ask whether we are interested in damaged vehicles for use in training. The representative was also aware that Parkland is the #1 Ford ASSET program in the country. As it turned out, there were a number of F150s in Decatur which were damaged in a rail yard accident. As a result, these vehicles found a new home in the T building.

What is more, current ECCA automotive students will begin the repair process on of these donated trucks on Monday and Wednesday evenings with the body shop manager of Sullivan Parkhill, Mike Nerone. Funds from the Trades School grant that VP Nancy Sutton wrote for will be used to pay stipends to the students, Mr. Nerone, and the repair parts. The plan is to use the repaired truck for future lessons in the auto repair shop. The selling price for an F150 truck is around \$80,000. Price of the repair parts is \$10,000. Price for student learning – priceless!

Adam Karch added that he teaches in automotive, and it has been difficult to get cars. When something like this comes up, they are very eager. All fourteen were factory transported and it was a team effort to take advantage of this situation.

- 4. Quadruped Robot:** In March 2023, the Board approved the purchase of a remote-controlled Quadruped Robot (aka the robot dog) to enhance teaching and learning in CTE programs. Since its purchase, faculty have worked on preparing the robot for classroom teaching and learning. Faculty member John Dahlman demonstrated the robot at work and described how this AI and LIDAR equipped piece of equipment is being used in the classroom.

Mr. Dahlman described the ways that this robot can be used. One example was the police department at College of Lake County uses it for active shooter situations. He also noted that this robot can take a 3D image of the campus, which can be used for computer science integration and real-life purposes such as surveying and mapping, which can then be used by students to find classes and tour campus.

He added that the robot dog weighs about 20lbs, can go up and down stairs, has a speed up to 25mph, and has a lot of features that can be turned on and off. It

connects to diagnostic software which can tell them of any issues. They are looking to have the students name the dog and plan to use it for community outreach at District 505 schools.

5. Upcoming Events:

Dr. Lau shared the following upcoming events, which may involve members of the Board:

- April 24: Employee Retirement and Recognition Reception at 2 p.m.
- May 1: Community College Legislative Caucus reception in Springfield, IL
- May 2: Community College Lobby Day
- May 9: Parkland Honors Convocation, Pre-commencement Dinner, and Commencement at the Krannert Great Hall
- May 15: Pre-board tour and BOT meeting at the Institute of Aviation
- May 23: Board evening at the annual Leadership Retreat in Pana, IL

LEGISLATIVE UPDATE

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

Trustees discussed the Dual Credit Quality Act and the impacts to community colleges and students.

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

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>
Kimia Hamidi	Software Documentation
David Asari	PTK Correspondence
Shana Lu Pelesco	RFP Documentation
Liat Segal	Equipment Leasing Information
Sheri Reid	Purchasing Records
Jeff D'Alessio	President's Contract

FINANCIAL STATEMENTS

Chris Randles reported that the financial statements for March reflect the results of operations of the College for the first nine months of fiscal year 2024. The revised budget estimates indicate that expenses will exceed revenues by \$652,673.

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

- The FY2024 audited beginning operating fund balance is \$41.2M. This amount is 66% of current budgeted operating expenditures.
- The FY2024 final budget projected a \$43,429 surplus.
- The FY2024 College tentative budget was lodged in July.
- The FY2024 College final budget was approved in September.
- The FY2023 College audit was approved in October.
- The TY2023 tax levy was approved in November.
 - Tax levy documents were delivered to all twelve counties in November.
- The budget workshop was presented in February.

Chair Voyles asked for an update on the tax levy. Mr. Randles noted that we are still waiting on the final certified numbers, which we should have next month. He added that Champaign accounts for about 70% of our total EAV and that every percentage point accounts for about \$130,000.

Trustee Ayers asked for an update on the Carle tax resolution and the financial impact to Parkland College. Mr. Randles explained that we have money in our reserves account to cover and have set up an agreement to pay back what we owe over five years, for which we are in year three. This gets paid out of a liability account so the repayment does not affect financial statements.

EXEMPT PURCHASE – AVIGILON CAMERAS AND ACCESSORIES

The Board of Trustees has approved Protection, Health, and Safety funding in support of maintaining a safe and secure environment on the campus grounds and buildings. Administration recommends purchasing twenty-six Avigilon cameras and accessories. These cameras will deter crime, monitor activity on campus, provide evidentiary value, and protect campus property. This is the first phase of a camera project which will provide safety for students, employees, and the public. The camera provider is Pentegra Systems, which is a subcontractor for the campus door lock project. Utilizing Pentegra Systems allows for seamless integration with the campus door lock project.

This purchase relates 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.

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

Administration recommended purchasing twenty-six cameras and associated accessories from Pentegra Systems of Naperville, IL, for a total cost of \$147,722.60. 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 Protection, Health, and Safety (PHS) fund.

Mr. Randles noted that he and several people from the Business Office and Physical Plant sat in on a webinar from Robbins Schwartz regarding purchasing and exemptions. At this webinar, they noted that community colleges have fourteen different exceptions that we could qualify for. He noticed that they were more liberal with expanding these extensions more broadly than we do. He found it reassuring to know that Parkland does a good job and keeps a tight rein on determining when a purchase needs to go to bid.

Mr. Randles added that a couple of years ago, the board gave the college some direction to spend PHS funds, \$100,000 per year for up to five years, to focus on security and phase in more cameras. Two PHS phases have previously been approved and this September will bring the third \$100,000 phase. This purchase is exempt and links with the door project, so makes sense to use the same vendor and equipment.

It was moved by Dr. Banks and seconded by Mr. Trimble to approve the purchase of twenty-six cameras and associated accessories from Pentegra Systems of Naperville, IL, for a total cost of \$147,722.60.

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

EXEMPT PURCHASE – 14 PASSENGER HANDICAP ACCESSIBLE BUS

The Parkland College Public Safety Department requests the purchase of a 2025 Ford E450 StarCraft Allstar Paratransit 14 passenger handicap accessible bus. The current bus is model year 2010 and has over 107,000 miles, maintenance issues, and an inoperable wheelchair lift. Public Safety has implemented a plan to replace buses every 15 years.

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.
5. Develop and implement plans for external sources of funding through Parkland Foundation fundraising, state and federal grants, public/private partnerships, and alumni outreach.

Administration recommended purchasing a 2025 Ford E450 StarCraft Allstar Paratransit 14 passenger handicap accessible bus from Midwest Transit Equipment, of Kankakee, IL, for a total cost of \$122,122. This purchase utilizes the Illinois Department of Central Management Services (CMS) agreement. CMS works with State Agencies and the Chief Procurement office for General Services to advertise solicitation opportunities, evaluate bids and publish contract awards. This item is 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 Student Life budget for this purchase.

It was moved by Mr. Clem and seconded by Dr. Banks to approve the purchase of a 2025 Ford E450 StarCraft Allstar Paratransit 14 passenger handicap accessible bus from Midwest Transit Equipment, of Kankakee, IL, for a total cost of \$122,122.

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

EXEMPT PURCHASE – AGCO PROGRAM FORKLIFT

The Agriculture Technologies department is looking to purchase a used 2023 Toyota 8FGU32 forklift to support the new program and building. The forklift will be used for training aid and equipment locating as well as truck unloading and supply logistics. The department located a truck that has the same specifications that is currently in use in the W building. Toyota makes a superior forklift in reliability and longevity. This is a key factor in the equity of this piece when the time comes to replace it.

The Agriculture Technologies department has researched available used and new options from nationwide forklift dealers and online retailers. The department found the quote from Bahrns Equipment in St. Joseph, IL, to be the best option based on the price, condition, and availability. Staff from the College's Diesel Technology program have also reviewed the quote for the forklift to confirm the value of the purchase.

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 2023 Toyota 8FGU32 Forklift from Bahrns Equipment, St. Joseph, IL, for a total cost of \$45,000. 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 AGCO budget.

It was moved by Mr. Trimble and seconded by Mr. Ayers to approve the purchase of a 2023 Toyota 8FGU32 from Bahrns Equipment of St Joseph, IL, for a total cost of \$45,000. approve the purchase of a 2025 Ford E450 StarCraft Allstar Paratransit 14 passenger handicap accessible bus from Midwest Transit Equipment, of Kankakee, IL, for a total cost of \$122,122.

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

EXEMPT PURCHASE – AUDITBOARD AND SECURITYSCORECARD SOFTWARE PURCHASE

To enhance the college's overall security posture and because the existing solution has reached end-of-life, Campus Technologies plans to enhance cyber risk assessments, monitoring, and governance. The rapidly evolving business landscape, increasing regulatory requirements, and cybersecurity threats necessitate robust governance, risk management, and compliance (GRC) solutions. Investing in GRC and vendor assessment tools like AuditBoard and SecurityScorecard enables Parkland College to manage risks proactively, comply with regulations efficiently, and remediate key IT and Security Assessment findings included in the CampusWorks report. The two solutions that the Administration recommends include:

- Licensing AuditBoard for 38 months from May 1, 2024, to June 30, 2027, for a total cost not to exceed \$129,075.
- Licensing SecurityScorecard for 38 months from May 1, 2024, through June 30, 2027, for a total cost not to exceed \$111,000.

In taking a risk-based approach to prioritizing and executing the information security program, these new products would integrate to provide a streamlined, metric-driven view of cybersecurity risk at Parkland, including a more complete and customized risk accounting and register. It allows for the automation of vendor onboarding, management, and offboarding. Through the SecurityScorecard integration it provides a holistic view of third and fourth-party risk. It also facilitates more robust compliance activities toward the various laws and frameworks to which Parkland is beholden, such as GLBA, HIPAA, and NIST.

- AuditBoard – Cybersecurity Governance, Risk, and Compliance (GRC) software suite. IT offers a suite of tools for managing internal audits, risk management,

compliance, and IT security processes in an integrated platform. It provides real-time insights into risk and compliance data, simplifies audit workflows, and enhances decision-making capabilities.

- SecurityScorecard – Third-party threat intelligence enables continuous, automated monitoring and evaluation of the security posture of vendors and third-party service providers. It assesses and rates the cybersecurity risk of vendors, helping to mitigate potential threats and ensure compliance with regulatory and industry standards.

Alternatives Considered:

- Managing this function with manual risk and compliance management necessitates the addition of specialized staff, entailing substantial costs. Furthermore, recruiting individuals with the requisite expertise has proven challenging.
- Campus Technologies reviewed and evaluated numerous other products, including LogicGate, LogicManager, OneTrust, Hyperproof, Onspring, CyberSaint, Eramba, UpGuard, and Black Kite, when looking for the best and most appropriate solutions for the required use cases. The recommended products provide the best value for the cost.

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.

1. Conduct the work of the college in alignment with the core values.
2. Create an environment of accessible technology that supports and secures the college's learning experiences, business operations, and digital assets.

This purchase relates to the following IT strategic plan goals:

Objective 4: Strengthen IT security measures to safeguard the college's digital assets, minimize vulnerabilities to attacks, and ensure compliance with security rules and regulations.

Key Results:

- A. Remediating 80% of CampusWorks identified cybersecurity issues by August 2024.
- B. Attain 80% compliance with NIST 800-171 and CIS Controls frameworks by December 2024.

D. Achieve an 80% reduction in security incidents through the implementation of a comprehensive security risk strategy within two years, including establishing Zero Trust Security Practices.

Administration recommended the purchase of a 38-month contract from May 1, 2024, to June 30, 2027, for AuditBoard software from AuditBoard, Inc., of Cerritos, CA, and a 38-month contract from May 1, 2024, to June 30, 2027, for SecurityScorecard, Inc., of New York, NY, for a total cost not to exceed \$240,075. 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 are available from the FY 2023 and FY 2024 operating budgets.

Mr. Randles mentioned that the Board has been approving a lot of items for security. He noted that because we are a small entity, we may often be seen as an easy target because we have limited resources. He expressed gratitude in knowing that we are doing the right thing and that we have done all we could with our limited resources.

It was moved by Ms. Green and seconded by Dr. Banks to approve 38-month contracts for AuditBoard software from AuditBoard, Inc., of Cerritos, CA, and SecurityScorecard software from SecurityScorecard, Inc., of New York, NY, for a total cost not to exceed \$240,075.

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

RESOLUTION RECOGNIZING APRIL 2024 AS COMMUNITY COLLEGE MONTH

This resolution will designate April 2024 as Community College Month at Parkland College. This declaration is made in coordination with the national Community College Month campaign coordinated by the Association of Community College Trustees (ACCT), which is also known by the social media hashtag #CCMonth. The primary goals of community college month are to “improve awareness of the economic, academic and equity advantages of attending community colleges, and to dispel longtime stigmas wrongly associated with public two-year colleges” (ACCT).

It was moved by Mr. Ayers and seconded by Mr. Trimble to approve the resolution recognizing April 2024 as Community College Month at Parkland College.

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

AWARD OF HONORARY DEGREE POSTHUMOUSLY

Avery May, a Parkland student in the Ford Asset program, passed away on December 23, 2023, following an accident in Indianapolis. Avery was ready to enter his last semester at Parkland and was working on completing his final sixteen-credit hours before his pending graduation in May 2024. He was a 2022 graduate of New Palestine High School in Indiana.

Per Parkland College Policy 8.30, Guidelines for Awarding an Honorary Degree Posthumously, David Charney, the Program Director for the Ford ASSET program at Parkland, petitioned the college to award Avery an honorary degree. Avery's family and the Capitol City Ford dealership in Indianapolis, IN, where Avery had been working while a student in the program, provided supporting documentation for this request. Per the guidelines, Dr. Marietta Turner, was asked by Vice President for Student Services, Dr. Mike Trame, to assemble and lead a committee of four students and two administrators to evaluate the request and make a recommendation to the college.

Dr. Turner, on behalf of the committee, notified Dr. Trame on Tuesday, April 9, that the committee had completed its review of the supporting materials for this request. The committee has lodged their recommendation to award Avery May an honorary degree posthumously.

Based on the recommendation of this committee, the Parkland College administration deems it an honor to recommend that the Board of Trustees approve the granting of a posthumous honorary degree to Avery May. If approved, Avery's family will be presented with this degree and his name will be placed on a memorial wall plaque in the college.

It was moved by Dr. Banks and seconded by Mr. Clem to approve the award of an honorary degree posthumously to Avery May.

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

CLOSED SESSION

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

PERSONNEL REPORT

It was moved by Mr. Clem and seconded by Dr. Banks to approve the Personnel Report for April 2024.

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

TRUSTEE REPORTS

Dr. Sutton updated that a new forklift would be \$50,000. The one purchased tonight had low hours, so we got a \$5,000 discount.

Trustee Green mentioned that she attended the services for Bonnie Kelley, noting that Bonnie was a longtime trustee who loved Parkland. She hopes that Bonnie's legacy lives on and noted that her family has requested that memorial donations be made to Parkland College.

Trustee Green also shared that through her participation with the CU 1:1 mentoring, she became a mentor to a student who moved here from the Congo. This student could speak and read very little English. She went through the public school system and continued her education here at Parkland College. This student is now graduating with her Bachelor of Science in social work from the U of I. Trustee Green expressed that it is great to see and wanted to share that student's success story.

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

The meeting was adjourned at 8:40 p.m.

James Voyles, Chair
Board of Trustees

Maureen Banks, Secretary
Board of Trustees