

**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**

October 16, 2024

ROLL CALL

The Meeting was called to order by James Voyles, Chair, at 7:00 p.m. The meeting was held electronically via Teams and in room U325. At the direction of Chair Voyles, Krystal Garrett, Assistant to the President/Board of Trustees, called the roll of members of the Board. The following Trustees were present: James Ayers, Bianca Green, Carolyn Ragsdale, 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 Banks joined the meeting at 7:04 p.m.

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

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

It was moved by Mr. Ayers and seconded by Ms. Ragsdale to allow Trustee Banks to attend the meeting electronically via Teams due to business.

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

CONSENT AGENDA MOTION

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

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

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

The consent agenda adopted included approval of the following items:

- Approved Minutes from the Regular Meeting held on September 18, 2024.
- Approved the voucher checks listing thru September 30, 2024, totaling \$6,852,387.35.
- Approved the awarding of funds from the following external sources:
 - Secretary of State (SOS) Illinois State Library (ISL): Adult Volunteer Literacy Grant
 - Illinois Community College Board (ICCB): FY25 Mental Health Early Action on Campus Act (Direct Allocation)
- Approved the filing of the following grant applications from the following external sources:
 - National Institutes of Health (NIH): National Institute of General Medical Sciences (NIGMS) Bridges to the Baccalaureate Research Training Program—*Parkland-Illinois Transfer Student Research Training Program (PI-Bridge)*
- Declared as surplus property the following items:

<u>Description</u>	<u>Quantity</u>
Black Metal Shelving Units (10 years old)	5
Bookshelves	6
Chairs (15 years old)	6
Filing Cabinets (15 years old)	15
Privacy Screens (15 years old)	7
Scale (broken, 20 years old)	1

PUBLIC COMMENTS

The Chair opened the floor for public comments.

There were no public comments.

REPORT FROM THE PRESIDENT OF PCA

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

PRESIDENT'S REPORT

Dr. Pamela Lau provided the following report to the Board:

1. **Aviation Reunion** - Thanked Trustees Green, Ragsdale, Voyles, and Campbell for attending the Aviation Reunion. Dr. Lau noted that there was a good turnout, and this event kicked off the major gift campaign in support of the Institute. Tracy Wahlfeldt, Executive Director of the Parkland Foundation, with Wendy Evans, Director of the

Institute, set a goal of raising \$3M in private donations to match the board-approved use of up to \$3M of fund balance to modernize the Institute with new and refurbished planes and other equipment and scholarships to support students through this costly training program. Trustees were given a copy of the Aviation Campaign brochure.

2. **Outreach Engagements** - Dr. Lau updated on the following outreach efforts:

- **Career Options in Healthcare** - On October 1, Dr. Sutton, Dr. Stuart, Dean Pankau, and Dr. Lau visited Kirby Medical Center to learn about their high school outreach programs and discuss possible ways that we can support their efforts to attract high school students into healthcare careers. She thanked Trustee Ayers for facilitating this connection with the Kirby Medical Center staff, Tonya Bowrey and Andrew Buffenbarger.
- **Manufacturing Day** - On October 3, Parkland co-hosted Manufacturing Day with the Champaign County Chamber of Commerce. About 125 students from EFE 330 high schools participated in this day-long program. The students toured five manufacturing facilities including AFSI – Advance Filtration Systems; FedEx Ground; H3 Manufacturing; Kraft Heinz; and Plastipak Packaging. After lunch, the students participated in hands-on activities led by faculty from the Career and Technical Division. The overall goal was to introduce students to the world of manufacturing and viable career options within manufacturing and to the college's technical hands-on programs which train students to work in multiple applied science areas in the manufacturing industry.
- **Bilingual parents outreach.** On October 7, Parkland hosted a bilingual families event in cooperation with Urbana 116's Bilingual Parents Advisory Committee (BPAC), a parent organization that provides educational, extra-curricular, and social support for emergent bilingual students. Faculty member Charles Larenas was key to Parkland making the connection with BPAC. About ten children attended a presentation at the planetarium while fifteen adults heard about our programs and career placement services, financial aid, and workforce support training through SWFT and Adult Education programming. Parkland's goal is to build relationships with Latino families so that they understand the career pathway options at Parkland for their students and for adults who may be interested in additional training or a career change for themselves.
- **Students with disabilities** - On October 8, we hosted A Day at Parkland for students with learning and other disabilities from area school districts. Twenty-nine students from Rantoul Township High School, Monticello High School, and Paxton Buckley Loda High School participated. The program included taking a career assessment, learning about accommodations available at Parkland, as well as support services provided by academic advising, TRiO, and Student Life. The students were also introduced to some of the technology they will encounter in navigating through Parkland systems. The overall goal is to provide an early introduction to Parkland so that students will feel_a warm welcome and

empowered to access accommodations and other resources to achieve a more seamless transition from high school to college. Dr. Lau thanked Dean Stephanie Davingman and the Accessibility Services staff - Laura Wright, Kristen Stephens, and Briannah Ray for organizing this event.

3. **AGCO Ribbon Cutting** has been rescheduled for Tuesday, December 3 from 11a.m.-1p.m. The ceremony will be followed by an AGCO-sponsored lunch in the new AGCO building. An all-college Open House will be held from 1–3 p.m. Dr. Lau thanked Dr. Nancy Sutton, Vice President for Academic Services and Jim Bustard, Director, Physical Plant and Tracy Wahlfeldt, Executive Director for the Parkland Foundation for their leadership in bringing this partnership with the AGCO Corporation to meet this all-important construction milestone.
4. **Annual Holiday Reception** will be held on Tuesday, December 3 from 3-6 p.m., in the Student Union. Trustees, retirees, and all college employees are invited to our annual holiday celebration. The executive team will provide holiday baskets for the annual raffle.

Other upcoming events

Dr. Lau highlighted the following upcoming events:

- **ACCT Congress** is Wednesday, October 23-Saturday, October 26. Trustees Ayers, Banks, and Ragsdale will be attending. Aimee Densmore, Director of the Apprenticeship Office, will lead our presentation on our work in expanding apprenticeships. Dr. Stuart and Dr. Lau will also be part of the Parkland delegation.
- **Creating Impact Celebration** will be held on Thursday, November 7 starting at 5.30 p.m.
- **Veterans Day Ceremony** will be held on November 11. Chair Voyles, himself a veteran, will provide the keynote address. A special exhibition at the Giertz Art Gallery has been timed to coincide with campus commemoration of Veterans Day. The exhibition features prints created after listening to interviews with veterans about their experiences. Each print is approved by the featured veteran and a piece of the interview is hung next to the artwork.

ENROLLMENT REPORT

Kristin Smigielski, Dean of Enrollment, reported on the following:

- End of Term Summer Enrollment Report
- Preliminary Fall Enrollment Report

SWFT: WEI/PATH/CEJA UPDATES

Alicia Beck, Senior Director of Workforce Development, provided updates related to Support for Workforce Training (SWFT) and the associated grant funded programs Workforce Equity Initiative (WEI), Pipeline for the Advancement of the Healthcare Workforce (PATH), and Climate and Equitable Jobs Act (CEJA).

Ms. Beck noted that the Public Safety Academy courses get paid through grant funds, which means that students may use their PELL and MAP funds for credit programs. We have a program manager who helps Adult Education and ESL students transition into some of these WEI and CEJA funded programs. This information gets tracked and reported per the grant requirements.

Students must sign a learning contract, which includes going to class, maintaining a passing grade, and getting tutoring if needed. Also included in the contract is another opportunity to come back if they did not receive a certification the first time.

LEGISLATIVE UPDATE

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

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

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

<u>Requestor</u>	<u>Information Requested</u>
Sheri Reid, SmartProcure (Commercial)	Purchasing Records
Matt Stockwell (Commercial)	Purchasing Records
Andrew Carlton	Employee Directory
Muriel Bean (Commercial)	Student Directory
The Generation Lab (Commercial)	Student Directory

FINANCIAL STATEMENTS

Chris Randles reported that the financial statements for September reflect the results of operations of the College for the first two months of fiscal year 2025. The revised budget estimates indicate that expenses will exceed revenues by \$3,747,541.

- The key factors for the College's operating results in FY2025 will be tuition & fee revenues (enrollment), CPPRT revenues, and self-funded health claims' expenses and planned fund balance spending.
- FORVIS Mazars (formerly BKD) has been on campus for field work on the FY2024 audit.

- 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 will be presented in October.
- The TY2024 tax levy estimated amounts necessary will be presented.
- The TY2024 final tax levy will be presented in November or December.

FY2024 AUDIT

The FY24 Comprehensive Annual Financial Report (CAFR) was presented by Mr. Randles and representatives from Forvis Mazars (formerly Forvis). Hard copies were provided.

Heather Powell updated that there were no new accounting standards that were required to be adopted this year, but there will be a new standard next year. They issued an unmodified and clean opinion. She noted that no impactful adjustments were made and that there were no report findings.

It was moved by Mr. Trimble and seconded by Mr. Ayers to approve the FY2024 CAFR audit as presented.

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

TRUTH IN TAXATION – TAX LEVY ESTIMATED AMOUNTS NECESSARY

Illinois' Truth in Taxation Law requires that taxing districts estimate the amounts of money needed from their tax levy at least 20 days prior to adopting their final annual levy. See 35 ILCS 200/18-55 et seq.

Therefore, taxing districts adopting a resolution authorizing the final aggregate tax levy at their November 2024 board meetings should disclose the estimated amounts necessary to be levied at their October 2024 board meetings, assuming there will be at least 20 days between the meetings.

Vice-President of Administrative Services/CFO, Christopher Randles, presented and discussed the estimated amounts of money needed from the upcoming TY2024 Tax Levy.

Mr. Randles provided a handout and reviewed the tax levy information that must be approved and delivered to the counties. The twelve counties were surveyed and their projected EAV estimates were up 10.8%. Historically, we levy enough in the operating funds to capture the full EAV amount and tax at the maximum rate of .36¢. Mr. Randles explained the rationale behind this and provided a proposal for the upcoming tax levy. The Truth in Taxation notice will be published in the paper and a formal resolution will go to the Board next month.

Mr. Randles also noted that EAV is growing, which will provide some flexibility on tuition rates. The bonds are not on the levy and will be rolling off the tax roll. He suggested that the Board start to consider if they want to take action to raise PHS, issue more working cash bonds, or let it roll off and decrease revenue.

Chair Green asked about the deficit. Mr. Randles noted that it was mostly fund balance spending with Aviation and some Physical Plant items. He noted that we were contacted this week by the CBD about our chiller plant project. They are hopeful that funds will be available to help with the \$3M project.

FORD F-150 LIGHTNING EV

A legal bid notice was placed in the News-Gazette. Bid invitations were sent to three companies requesting bids for a Ford F-150 Lightning battery electric vehicle (BEV). Five vendors returned a bid.

The Automotive Technology & Ford ASSET curriculum provides training to prepare students for entry-level positions within the automotive service industry. Changes in vehicle technology are increasing the prevalence of hybrid and battery-electric vehicles. These high-voltage systems require specific safety and repair procedure training. The purchase of this vehicle will allow us to expand our automotive technology curriculum to current standards, accommodate Ford ASSET specific curriculum, and better prepare our graduates for industry employment.

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.

Bob Ridings \$62,998.00
Taylorville, Illinois

Shields Auto Center \$66,624.03
Rantoul, Illinois

Bob Maxey \$67,890.00
Detroit, Michigan

Spirit Ford \$76,711.00
Dundee, Michigan

Ford City \$77,386.00
Champaign, Illinois

Administration recommended the acceptance of the bid from Bob Ridings, Taylorville, IL, for a total cost of \$62,998.00. Funds are available for this purchase from the Illinois Clean Jobs Workforce Network Program grant.

It was moved by Ms. Green and seconded by Ms. Ragsdale to approve the bid for a Ford F-150 lightning electric vehicle from Bob Ridings, Taylorville, IL, for a total cost of \$62,998.00.

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

TOYOTA PRIUS PRIME PHEV

A legal bid notice was placed in the News-Gazette. Bid invitations were sent to five companies requesting bids for a Toyota Prius Prime plugin hybrid electric vehicle (PHEV). One vendor returned a bid.

The Automotive Technology curriculum provides training to prepare students for entry-level positions within the automotive service industry. Changes in vehicle technology are increasing the prevalence of hybrid and battery-electric vehicles. These high-voltage systems require specific safety and repair procedure training. The purchase of this vehicle will allow us to expand our automotive technology curriculum to current standards and better prepare our graduates for industry employment.

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.

Toyota of Danville \$43,979
Tilton, Illinois

Administration recommended the acceptance of the bid from Toyota of Danville, Tilton, IL, for a total cost of \$43,979. Funds are available for this purchase from the Rev Up grant.

It was moved by Mr. Trimble and seconded by Mr. Ayers to approve the bid for a Toyota Prius Prime PHEV from Toyota of Danville, Tilton, IL, for a total cost of \$43,979.

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

WIDE IN-GROUND LIFTS

A legal bid notice was placed in the News-Gazette. Bid invitations were sent to two companies requesting bids for two wide in-ground vehicle lifts. Two vendors returned a bid.

The Automotive Technology & Ford ASSET curriculum provides training to prepare students for entry-level positions within the automotive service industry. Changes in vehicle technology are increasing the prevalence of hybrid and battery-electric vehicles. High voltage vehicle battery service requires specially designed vehicle lifts. The purchase of two additional wide in-ground lifts will accommodate laboratory procedures that provide students with hands-on high-voltage battery service.

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.

Automotive Equipment Sales & Service \$49,716
Pana, Illinois

Liftnow Automotive Equipment Corp. \$56,944
Yorktown Heights, New York

Administration recommended the acceptance of the bid from Automotive Equipment Sales & Service, Pana, IL, for a total cost of \$49,716. Funds are available for this purchase from the Rev-Up grant.

It was moved by Ms. Ragsdale and seconded by Mr. Ayers to approve the bid for wide in-ground vehicle lifts from Automotive Equipment Sales & Service, Pana, IL, for a total cost of \$49,716.

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

EXEMPT PURCHASE – EMERGENCY REPLACEMENT OF OVERHEAD TUBE CRANE SYSTEM IN THE RADIOLOGIC TECHNOLOGY LAB

After several months of operational issues and multiple trips to campus by Central Illinois Xray for trouble shooting and repair, it has been determined that the 2008 General Electric Overhead Tube Crane System (OTC), which was donated by Carle and installed in 2017, is failing and irreparable. The college has extensive experience with Central Illinois X-ray and trusts them with the radiologic equipment for all three Health Professions programs that have radiology labs. General Electric ceased to support this 2008 model's equipment and software in December of 2023.

The OTC system is located in L 154 and is used in all Radiologic Technology program courses. This fall the following courses are affected: XRA 111, XRA 114, XRA 131 and XRA 214. The Radiology Technology program currently has 20 first year students and 19 second year students who all rotate through radiology lab, for a total of 39 students. The equipment is used in a total of 21 hours of instruction per week (combined first and second year) this Fall.

The 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.

The College has solicited three proposals to replace the Overhead Tube Crane System:

- | | |
|---|---|
| 1. Central Illinois Xray, Bloomington, IL
Del Medical OTC 18 | \$132,920 (includes \$4,000 of freight) |
| 2. UMG/Del Medical, Bloomingdale, IL
Del Medical OTC 18M | \$138,740 |

- | | |
|--|-----------|
| 3. GE Healthcare
Definium Tempo Pro | \$163,766 |
|--|-----------|

These items are exempt from formal bid requirements per the Illinois Community College Act, Section 805/3-27.1 (m) where funds are expended in an emergency and such emergency expenditure is approved by $\frac{3}{4}$ of the members of the board. Board authorization is requested since the cost exceeds \$20,000. Funds are available from the Parkland Foundation for this purchase.

It was moved by Ms. Green and seconded by Ms. Ragsdale to approve the purchase of an overhead tube crane system from Central Illinois Xray, Bloomington, IL, for a total cost of \$132,920.

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

EXEMPT PURCHASE – VEEAM FOR M365

The College recommended purchasing Veeam for M365 from CDW, Vernon Hills, IL, for backup of Exchange email, OneDrive, Teams, and SharePoint. Parkland currently uses Avepoint for this purpose at a cost of approximately \$48,000 per year; Veeam for M365 will cost \$29,050 per year with the price guaranteed for three years. At the conclusion of the contract, Veeam for M365 pricing will increase by no more than 5%.

Avepoint and Veeam are the clear market leaders in backing up M365 services, and no other product offers the necessary coverage and data retention needed at a comparable price.

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.

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

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

This purchase relates to the following IT strategic vision and objectives and key results:

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

IT Mission:

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

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

Administration recommended purchasing Veeam for M365 from CDW, Vernon Hills, IL, at an annual cost of \$29,050 for three years, with a total cost of \$87,150. 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 FY2025 operating budget.

It was moved by Mr. Ayers and seconded by Ms. Green to approve the purchase of Veeam for M365 from CDW, Vernon Hills, IL, at an annual cost of \$29,050 for three years, with a total cost of \$87,150.

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

EXEMPT PURCHASE – LINCOLN AVIATOR HYBRID

The Automotive Technology & Ford ASSET curriculum provides training to prepare students for entry-level positions within the automotive service industry. Changes in vehicle technology are increasing the prevalence of hybrid and battery-electric vehicles. These high-voltage systems require specific safety and repair procedure training. The purchase of this vehicle will allow us to expand our automotive technology curriculum to current standards, accommodate Ford ASSET specific curriculum, and better prepare our graduates for industry employment.

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.

Administration recommended the purchase of a used 2023 Lincoln Aviator Hybrid, VIN# 5LMYJ8XY3PNL02088, with 22,897 miles, from Shields Auto Group, Rantoul, IL, for a total cost of \$50,566.03. This item is exempt from formal bid requirements per the

Illinois Public Community College 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 for this purchase from the Rev Up grant.

It was moved by Ms. Ragsdale and seconded by Mr. Trimble to approve the purchase of a used 2023 Lincoln Aviator Hybrid from Shields Auto Group, Rantoul, IL, for a total cost of \$50,566.03.

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

EXEMPT PURCHASE - FERRILLI COLLEAGUE CONSULTING FOR FINANCIAL AID FOR 2025-2026

Ferrilli is a technology service provider that accelerates a path to change through technology. Ferrilli will provide on-site and remote services as directed in the completion of the tasks set forth. The services requested are financial aid setup for Financial Value Transparency and Gainful Employment (FVT/GE) Reporting and 2025-2026 annual set up.

Ferrilli will assist Parkland College with the setup and configuration for the new Financial Value Transparency (FVT) and Gainful Employment (GE) Reporting, required by the Department of Education. The FVT regulation aims to empower prospective students with crucial information regarding program costs and the expected return on investment. This allows students to make informed decisions when choosing academic programs. The Gainful Employment (GE) rule ensures that students do not accumulate excessive debt for training programs that fail to provide adequate earnings, jeopardizing their ability to repay student loans. Ferrilli's expert team will configure all necessary elements to ensure Parkland College meets the requirements for this reporting, enabling compliance with the Department of Education's new regulations and reporting deadline of January 15, 2025.

In addition to the FVT/GE reporting, Ferrilli will provide comprehensive support for the 2025-2026 annual financial aid setup. The upcoming award year involves several changes in the Colleague system due to the FAFSA Simplification Act, which includes significant modifications to the financial aid application process. Ferrilli will thoroughly review and update all relevant Colleague fields and rules based on the evolving guidance from the Department of Education. As new requirements are released, we will implement necessary adjustments to ensure seamless processing and awarding of financial aid.

Ferrilli is a trusted partner of Parkland College and has worked with the College to complete multiple Colleague and other related projects. As a consulting firm that partners with Ellucian, Ferrilli specializes in providing services related to higher education technology solutions, including software implementation, support, and consulting. Ferrilli's knowledge of Parkland's systems will allow us to meet the January 15, 2025, deadline for FVT/GE

reporting and 2025-2026 annual set up so that we are prepared to process and award in the Spring.

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.

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

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

Administration recommended the purchase of professional support services and consulting services from Ferrilli, East Haddonfield, NJ, for a total cost not to exceed \$45,000. 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 \$20,000.00. Funds are available in the FY 2025 operating budget for this purchase.

It was moved by Mr. Ayers and seconded by Mr. Trimble to approve the purchase of professional support services and consulting services from Ferrilli, East Haddonfield, NJ, for a total cost not to exceed \$45,000.

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

2026–2027 ACADEMIC CALENDAR (LODGED)

The proposed 2026-2027 Academic Calendar has been reviewed by the Parkland College Association Senate and College Council. This item is lodged and will be presented at the November 2024 Board of Trustees meeting for approval.

The calendar adheres to ICCB requirements for instructional days, the PAE bargaining agreement, and aligns as much as possible with the UIUC calendar.

ANNUAL GRANTS REPORT

Josh Birky, Director of Grants and Sponsored Programs, provided the annual grants report to the Board of Trustees. A handout was provided.

CLOSED SESSION

It was moved by Mr. Ayers and seconded by Mr. Trimble to go into Closed Session for the purpose of discussing the following topics:

1. Appointment, employment, compensation, resignation, or performance of specific employees.
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

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

The Open Meeting resumed at 10:05 p.m.

CLOSED SESSION AUDIO APPROVAL

It was moved by Mr. Ayers and seconded by Mr. Trimble to approve the audio recording made of the Executive Session of October 16, 2024 and that the secretary of the Board make provisions for its safe keeping and that it be made available only upon the proper order of the court and a finding by a judge that such audio tape should be released, and that such audio recording will be destroyed 18 months after the date of the meeting if the Board has adopted written minutes of the Executive Session in question.

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

PERSONNEL REPORT

It was moved by Mr. Ayers and seconded by Mr. Green to approve the Personnel Report for October 2024, in accordance with the documents provided to the Board.

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

COLLECTIVE BARGAINING AGREEMENT – PUBLIC SAFETY OFFICERS

Administration recommended approval of the collective bargaining agreement between the Board of Trustees of Parkland College, Community College District No. 505, and the Parkland College Public Safety Officers Association, Local 173, Policemen's Benevolent Labor Committee, for the period of July 1, 2024-June 30, 2027.

It was moved by Mr. Ayers and seconded by Ms. Ragsdale to approve the collective bargaining agreement between the Board of Trustees of Parkland College, Community

College District No. 505, and the Parkland College Public Safety Officers Association, Local 173, Policemen's Benevolent Labor Committee, for the period of July 1, 2024-June 30, 2027.

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

TRUSTEE REPORTS

Student Trustee Campbell updated that the Student Government Association recently had a change in leadership. He added that this was a long process, and he is thankful for the Board and his involvement, which has given him insight on how to navigate that process. He is hopeful that moving forward they will be a better association as a whole.

ADJOURNMENT

A motion and second will be made for adjournment of the October 16, 2024, Board of Trustees meeting.

There being no further business to come before the Board, it was moved by Mr. Campbell (Student Trustee) and seconded by Mr. Ayers for adjournment.

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

The meeting adjourned at 10:10 p.m.

James Voyles, Chair
Board of Trustees

Maureen Banks, Secretary
Board of Trustees