

## **MINUTES OF THE REGULAR MEETING of May 23, 2017**

On May 23, 2017, the Board of Trustees of Community College District 507, in the Counties of Vermilion, Edgar, Iroquois, Champaign, and Ford in the State of Illinois, met in regular session in the Board Room, Vermilion Hall, Room 302 at Danville Area Community College.

### **ITEM 1: CALL TO ORDER**

Chairman Dave Harby called the meeting to order at 7:00 p.m.

### **ITEM 2: PLEDGE OF ALLEGIANCE**

Ms. Sadie Edwards led the Board and those in attendance in reciting the Pledge of Allegiance to the Flag.

### **ITEM 3: ROLL CALL**

The roll was called. Trustees present: Bill Black, Dick Cheney, Dave Harby, Tonya Hill, Dr. Ron Serfoss, John Spezia, Greg Wolfe, and Student Trustee Sadie Edwards.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Tammy Clark-Betancourt, Jill Cranmore, Mike Cunningham, Jerry Davis, Laura Williams, Wes Brown, Kathy Leary, Nick Catlett, Susie Landers, Chris Cornell, Jen Slavik, Angie Springer, Eric Howie, Evan Baker, Neal Boyd, and several Middle College Students.

Media present: Neal Boyd, DACC Innovator.

### **ITEM 4: ADOPTION OF AGENDA**

Mr. Harby asked if there were any changes requested to the agenda. With no changes requested, upon motion by Dr. Serfoss, and a second by Mr. Hill, the agenda was approved as presented. The motion passed by unanimous voice vote: 8 yeas, 0 nays.

### **ITEM 5: RECOGNITION OF VISITORS**

Dr. Nacco introduced the following members of the Administrative Council: Dave Kietzmann, Vice President of Instruction and Student Services; Tammy Clark-Betancourt, Chief Financial Officer; Mike Cunningham, Director, Administrative Services; and Jill Cranmore, Director, Human Resources. Also present: Jerry Davis, Davis and Delanois; Laura Williams, Director, Adult Education; Wes Brown, Student Development/Middle College Advisor; Kathy Leary, Middle College Coordinator; Nick Catlett, Coordinator, Recruitment and Veteran Services; Susie Landers, Assessment Retention Counselor; Chris Cornell, Administrative Assistant/Graphics Specialist, Marketing and College Relations; Jen Slavik, Instructor, Office Systems; Angie Springer, Instructor, Accounting; Veteran Students Eric Howie, Evan Baker, and Neal Boyd; and several Middle College Students.

Media present: Neal Boyd, DACC Innovator.

**ITEM 6: REPORT FROM DACC VETERANS CENTER**

Mr. Nick Catlett shared information regarding the DACC Veterans Center. He reported there are 101 veterans who have received education benefits over the last three semesters. He then introduced Veteran Students Mr. Eric Howie, Mr. Evan Baker, and Mr. Neal Boyd. The students shared their educational journey as well as their future plans.

The Board and Dr. Nacco thanked Mr. Catlett and the veterans for attending the meeting and sharing information.

**ITEM 7: REPORT FROM ADULT EDUCATION/MIDDLE COLLEGE**

Ms. Laura Williams presented the Adult Education/Middle College report. She shared that, to date, 316 students have been served in the GED/ESL programs. Last year's total was 292. In the Certified Nursing Assistant (CNA) program, 48 traditional students were served this past year. The Reader's Route is funded by the Illinois Secretary of State Literacy Grant and 145 adult learners have been served.

Middle College began in the Fall of 2009 with 22 students. Since the start of the program, over 200 Vermilion County high school students have been served.

Ms. Stephanie Palinski shared how her son has benefitted from Middle College. Mr. Cameron Jackson also shared how Middle College has affected him. The students from Middle College introduced themselves.

The Board and Dr. Nacco thanked Ms. Williams for her report and the students for attending the meeting and sharing information.

**ITEM 8: PRESIDENT'S REPORT**

Dr. Nacco shared the *DACC Flash* with the Board and highlighted the events from the month since the last meeting.

**ITEM 9: PUBLIC COMMENT**

There was no public comment.

**ITEM 10: CONSENT AGENDA**

- A. BOARD CONSIDERATION OF THE MINUTES OF THE REGULAR BOARD MEETING OF APRIL 25, 2017**
- B. FINANCIAL REPORT**
- C. HUMAN RESOURCES REPORT**
- D. BOARD CONSIDERATION OF BOARD POLICY REVISION**
  - 1. BOARD POLICY #6033 – SECURING AND SAFEGUARDING INFORMATION**
- E. BOARD CONSIDERATION OF AUTHORIZATION FOR DESTRUCTION OF VERBATIM RECORDING OF CLOSED SESSION DATED NOVEMBER 16, 2015 (WRITTEN MINUTES**

**OF THE NAMED MEETING WERE APPROVED BY THE  
BOARD ON MARCH 22, 2016)**

Upon motion by Mr. Black, and a second by Mr. Wolfe, the items on the Consent Agenda were approved. The motion passed by roll call vote: 8 yeas, 0 nays.

**ITEM 11: UNFINISHED BUSINESS**

**ITEM 12: NEW BUSINESS**

**A. BOARD DISCUSSION OF PRELIMINARY FY-2019 ICCB  
RESOURCE ALLOCATION AND MANAGEMENT PLAN  
(RAMP)**

The Board discussed the Campus Master Plan projects to be submitted in the FY 2019 RAMP report to ICCB. The RAMP report includes Clock Tower Center remodeling and addition; Ornamental Horticulture rehabilitation; campus storage facility; and parking lot repair – Tillman Avenue and Baumgart Street.

There was no action taken – discussion only.

**B. BOARD CONSIDERATION OF MAKING WRITTEN CLOSED  
SESSION MINUTES OPEN TO THE PUBLIC**

Public Act 85-1355 requires community college boards to review the written minutes of closed sessions in order to determine which written minutes may be, in whole or in part, made a part of the public record. The following minutes were reviewed: March 24, 1987; September 26, 2000; October 24, 2000; April 26, 2005; May 24, 2005; May 23, 2006; April 26, 2011; and November 15, 2016.

Upon motion by Mr. Wolfe, and a second by Mrs. Hill, the Board approved the written minutes of March 24, 1987; September 26, 2000; October 24, 2000; April 26, 2005; May 24, 2005; May 23, 2006; April 26, 2011; and November 15, 2016 remain closed to the public. The motion passed by roll call vote: 8 yeas, 0 nays.

**C. BOARD CONSIDERATION OF A CONTRACT FOR ENERGY  
MANAGEMENT SYSTEMS AND HEATING/VENTILATING  
AND AIR CONDITIONING MAINTENANCE**

Our Energy Management Computer System and numerous controls throughout the DACC campus are proprietary to Johnson Controls, Inc. After consulting with our attorney, it was decided in 2009 to negotiate a contract with Johnson Controls to provide a service contract. This complies with 110 ILCS 805/3-27.1 (e) of the Illinois Public Community College Act. Our present contract expires June 30, 2017. The decision to contract preventative and emergency services from Johnson Controls and perform minor service and repairs with DACC Maintenance personnel has saved an estimated \$100,000 annually over previous full-service contracts.

Johnson Controls has proposed a new 5-year contract offering multiple preventative maintenance inspections and equipment service. As an incentive to go with another 5-year

contract, Johnson Controls has offered the first three years of the new contract at no increased cost from last year. Year one, two, and three of the proposed contract would cost \$62,489 each year. Years four and five would increase 3% to \$64,364 per year. As in previous contracts, materials and labor necessary to repair and/or replace equipment will be at the College's expense.

Upon motion by Mr. Black, and a second by Dr. Serfoss, the Board approved the 5-year service contract with Johnson Controls in the amount of \$62,489 each for years one, two, and three, and \$64,364 each for years four and five. The motion passed by roll call vote: 8 yeas, 0 nays.

**D. BOARD CONSIDERATION OF RETIREMENT**

**1. TINA BIESECKER, ADMINISTRATIVE ASSISTANT,  
FINANCE AND ADMINISTRATION**

Ms. Tina Biesecker, Administrative Assistant, Finance and Administration, has submitted letter of intent to retire effective September 30, 2017. The Board and Dr. Nacco wished Ms. Biesecker well in her upcoming retirement and expressed appreciation for her 30+ years of service to DACC.

Upon motion by Mr. Black, and a second by Mrs. Hill, the Board approved the retirement of Ms. Tina Biesecker, Administrative Assistant, Finance and Administration, effective September 30, 2017. The motion passed by roll call vote: 8 yeas, 0 nays.

**ITEM 13: INFORMATION**

**A. COMMUNICATIONS**

- Certificate of Recognition from Lt. Governor Evelyn Sanguinetti for the College Express Program being selected as a Shared Service Best Practice.

**ITEM 14: CLOSED SESSION FOR DELIBERATIONS CONCERNING COLLECTIVE NEGOTIATING MATTERS; DELIBERATIONS CONCERNING SALARY SCHEDULES FOR ONE OR MORE CLASSES OF EMPLOYEES; AND APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF NOVEMBER 15, 2016**

Upon motion by Dr. Serfoss, and a second by Mr. Wolfe, the following Resolution was adopted by roll call vote: 8 yeas, 0 nays.

**BE IT RESOLVED**, in accordance with the provisions of Chapter 120/2(c)(2 and 21) of the Open Meetings Act, the Board of Trustees of Community College District #507 shall enter a Closed Session for deliberations concerning collective negotiating matters; deliberations concerning salary schedules for one or more classes of employees; and approval of the Written Closed Session Minutes of November 15, 2016.

The Board went into Closed Session at 7:55 p.m.

**OPEN SESSION**

The Board returned to Open Session at 8:53 p.m.

**ITEM 15: ADJOURNMENT**

There being no further business to discuss, Mr. Harby adjourned the meeting at 8:56 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees

Approved: \_\_\_\_\_