

## **MINUTES OF THE REGULAR MEETING of February 22, 2018**

On February 22, 2018, 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, Danville, Illinois.

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

Vice Chairman Ron Serfoss called the meeting to order at 5:30 p.m.

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

Ms. Daria Hogren, Presidential Scholar, 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, Terry Hill, Tonya Hill, Dr. Ron Serfoss, John Spezia, Greg Wolfe, and Student Trustee Sadie Edwards. Trustee absent: Dave Harby.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Jill Cranmore, Tammy Clark-Betancourt, Mike Cunningham, Lara Conklin, Stacy Ehmen, Bruce Rape, Tammy Howard, Angie Springer, Todd Flessner, Jamie Moreland, Melissa Murineanu, Heidi Young, Richard Cheney, Marissa Bumpus, Eunice Chen, and Daria Hogren.

Media present: Bill Pickett, WDAN-WDNL.

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

Dr. Serfoss asked if there were any changes requested to the agenda. With no changes requested, upon motion by Mr. Hill, and a second by Mr. Spezia, the agenda was approved as presented. The motion passed by unanimous voice vote: 7 yeas, 0 nays.

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

Dr. Nacco introduced the following members of the Administrative Council: Dave Kietzmann, Executive Vice President, Instruction and Student Services; Jill Cranmore, Vice President, Human Resources; Tammy Clark-Betancourt, Vice President, Finance, and Chief Financial Officer; Mike Cunningham, Vice President, Administrative Services; Lara Conklin, Executive Director, College Relations; and Stacy Ehmen, Dean, Student Services. Also present: Bruce Rape, Dean, Business and Technology; Tammy Howard, Director, Medical Imaging; Angie Springer, Instructor, Accounting; Todd Flessner, Instructor, Manufacturing Engineering Technology; Jamie Moreland, Instructor, Echocardiography; Melissa Murineanu, Instructor, Diagnostic Medical Sonography; Heidi Young, Clinical Coordinator, Radiologic Technology; Richard Cheney, Former Trustee, Foundation Board Member; Marissa Bumpus, Radiologic Technology Student; Eunice Chen, Sonography Student; and Daria Hogren, Presidential Scholar.

Media present: Bill Pickett, WDAN-WDNL.

**ITEM 6: REPORT FROM RADIOLOGIC TECHNOLOGY,  
ECHOCARDIOGRAPHY, AND SONOGRAPHY**

Ms. Tammy Howard, Director of Medical Imaging, introduced Ms. Heidi Young, Radiologic Technology Clinical Coordinator; Ms. Jamie Moreland, Echocardiography Instructor; and Melissa Murineanu, Diagnostic Medical Sonography Instructor. Ms. Howard shared highlights from the department including the pass rate which increased to 92% last year. She noted the department is working on curriculum changes so students are more competitive in the job market. The first Health Professions Day will take place in Mary Miller on Friday where area sophomores will be on campus for presentations from the different health professions areas.

Ms. Marissa Bumpus and Ms. Eunice Chen shared their background information and experiences in their respective programs.

Ms. Murineanu reported that through the DACC Foundation a grant was awarded for simulation equipment so students now have the opportunity to participate in online simulation modules.

Ms. Moreland noted that through an Endowed Chair from the Foundation, she attended training at the Cleveland Clinic and was able to share the information learned with her students. She also noted that reports from clinical sites are positive.

The Board and Dr. Nacco thanked everyone for attending and for all they do to fill a great need in the community.

**ITEM 7: STUDENT SERVICES MASTER PLAN REPORT**

Ms. Stacy Ehmen presented the Student Services Master Plan for FY 2018-2020. She noted the Plan assists with prioritization and communication and serves as a map for the division.

After review of the College's mission, the Matrix, and other guiding documents, the Student Services Department has three main goals: Increase student access, engagement, retention and success through more integrated and comprehensive student services; improve student awareness of college services, information, activities and programs; and maximize resources and improve Student Services' infrastructures to meet stakeholders' needs.

Ms. Ehmen highlighted tasks and activities identified to support the college and division goals. She noted that the Plan is a student-focused guide and will likely change to adapt to students' needs as necessary.

The Board and Dr. Nacco thanked Ms. Ehmen for her detailed report and for all she does for the College and students.

**ITEM 8: FINANCIAL UPDATE**

Ms. Tammy Clark-Betancourt gave a financial update to the Board. The Financial Statement of Revenue and Expenditures ending January 31, 2018 was included in the Board agenda book.

**ITEM 9: PRESIDENT'S REPORT**

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

**ITEM 10: PUBLIC COMMENT**

Mr. Cheney expressed appreciation for their service to the retirement recommendations and the tenure recommendation on the agenda this evening.

**ITEM 11: CONSENT AGENDA**

- A. BOARD CONSIDERATION OF THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 25, 2018; AND MINUTES OF THE BOARD WORKSHOP OF JANUARY 27, 2018**
- B. FINANCIAL REPORT**
- C. HUMAN RESOURCES REPORT**

Upon motion by Mr. Wolfe, and a second by Mrs. Hill, the items on the Consent Agenda were approved. The motion passed by roll call vote: 7 yeas, 0 nays.

**ITEM 12: UNFINISHED BUSINESS**

**ITEM 13: NEW BUSINESS**

**A. BOARD DISCUSSION OF TUITION INCREASE**

Historically during the Spring semester, Danville Area Community College considers the rate of tuition and universal fees in making projections for the budget for the upcoming fiscal year.

A tuition increase of \$5 is proposed. This increase will provide funds to allow the College to continue to support student success initiatives, as well as to retain our talented faculty and staff. The proposed increase would raise tuition from \$135 per credit hour to \$140. The universal fee is recommended to remain at the same rate of \$15 per credit hour. In addition, we propose increasing the out-of-district, out-of-state and international rate from \$235 to \$250 in order to maintain compliance with Illinois State Statutes.

With the proposed increase in tuition for FY2019, DACC's tuition and fee rate will likely continue to be above the FY2019 average tuition and fee rate for all Illinois community colleges. An increase of \$5 will generate approximately \$165,000 of revenue.

Discussion only.

**B. BOARD CONSIDERATION TO SUPPORT THE EXTENSION OF THE CITY OF HOOPESTON TIF DISTRICTS I AND II FOR A PERIOD OF AN ADDITIONAL TWELVE (12) YEARS**

The City of Hoopeston has requested that taxing bodies approve the extension of TIF Districts I and II for a period of an additional twelve years. The proposed expansion will allow for the redevelopment and enhancement of Hoopeston by providing incentives to the developers of the proposed projects for the area.

Upon motion by Mr. Black, and a second by Mr. Hill, the Board approved the Resolution for support of the extension of the City of Hoopeston TIF Districts I and II for a period of an additional twelve (12) years. The motion passed by signature vote: 7 years, 0 nays.

**C. BOARD CONSIDERATION OF A MOTION TO RETAIN CHAPMAN AND CUTLER LLP, CHICAGO, ILLINOIS AS BOND COUNSEL WITH RESPECT TO THE PROPOSED ISSUANCE OF \$1,000,000 DEBT CERTIFICATES, SERIES 2018, AND SUBSEQUENT ISSUANCE OF \$1,000,000 GENERAL OBLIGATION COMMUNITY COLLEGE BONDS, SERIES 2018, AND IN DOING SO, AUTHORIZE CHAPMAN AND CUTLER LLP, TO PREPARE THE NECESSARY LEGAL PROCEEDINGS FOR THE PROPOSED ISSUES**

Retaining the services of Bond Counsel is necessary to help the College through the complex process of issuing Debt Certificates for the purpose of paying the cost of purchasing real or personal property, or both, to alter, repair, improve and equip District buildings (including technology equipment and improvements) and subsequently issuing General Obligation Bonds for the purpose of paying those claims against the District (i.e. the General Obligation Debt Certificates (Limited Tax), Series 2018).

The need for resources to meet the technology and instructional equipment needs for the College continues to exist, as well as an extensive list of deferred maintenance projects.

A "Request for Proposal" to provide bond counsel services for these debt financings was sent to four potential firms (based on recommendations from our bond underwriter as well as a referral from another Illinois community college). Their responses are summarized as follows:

Chapman and Cutler, LLP, Chicago, IL	\$ 6,000
Ice Miller, LLP, Chicago IL	\$ 6,500
Gilmore & Bell, P.C., Edwardsville, IL	\$ 12,000
Saul Ewing, Arnstein & Lehr, LLP, Chicago, IL	\$ 25,000

Chapman and Cutler, LLP has provided Danville Area Community College with similar services with our previous Bond issues and has submitted the lowest fee.

Upon motion by Mr. Wolfe, and a second by Mr. Spezia, the Board approved retaining Chapman and Cutler, LLP, Chicago, Illinois as Bond Counsel with respect to the proposed issuance of \$1,000,000 Debt Certificates, Series 2018, and subsequent issuance of \$1,000,000 General Obligation Community College Bonds, Series 2018, and in doing so, authorized Chapman and Cutler LLP, to prepare the necessary legal proceedings for the proposed issues. The motion passed by roll call vote: 7 yeas, 0 nays.

**D. BOARD CONSIDERATION OF RETIREMENT**

**1. GLENDA BOLING, PROFESSOR, SPEECH**

**2. BRUCE RAPE, DEAN, BUSINESS AND TECHNOLOGY**

**3. MICHAEL SHUTES, INSTRUCTOR, AUTO MECHANICS**

Ms. Glenda Boling, Speech Professor, has submitted her letter of intent to retire effective May 18, 2018 after 23 years of service; Bruce Rape, Dean of Business and Technology, submitted his retirement letter effective June 30, 2018 after 40 years; and Michael Shutes, Auto Mechanics Instructor, plans to retire effective May 31, 2018 after 10 years.

The Board, Dr. Nacco, and Mr. Kietzmann expressed appreciation to Ms. Boling, Mr. Rape, and Mr. Shutes for their years of service and wished them well in their upcoming retirements.

Upon motion by Mrs. Hill, and a second by Mr. Hill, the Board approved the retirement of Ms. Glenda Boling, Speech Professor, effective May 18, 2018. The motion passed by roll call vote: 7 yeas, 0 nays.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the retirement of Mr. Bruce Rape, Dean of Business and Technology, effective June 30, 2018. The motion passed by roll call vote: 7 yeas, 0 nays.

Upon motion by Mr. Hill, and a second by Mr. Spezia, the Board approved the retirement of Mr. Michael Shutes, Auto Mechanics Instructor, effective May 31, 2018. The motion passed by roll call vote: 7 yeas, 0 nays.

**E. BOARD CONSIDERATION OF TENURE RECOMMENDATION**

**1. ANGELA SPRINGER, INSTRUCTOR, ACCOUNTING**

Full-time faculty members completing their third academic year of probation must be granted tenure, extended another year of probation, or dismissed. Mr. Kietzmann and the respective supervisor have evaluated Ms. Springer's performance and personnel file to ensure that her credentials are in order. Ms. Springer is an outstanding faculty member and is an asset to the instructional program at Danville Area Community College. She is a superior classroom teacher who will serve DACC well into the future.

Ms. Springer expressed appreciation for the opportunity to teach at DACC.

Upon motion by Mr. Hill, and a second by Ms. Edwards, the Board approved tenure status for Ms. Angela Springer, Accounting Instructor. The motion passed by roll call vote: 7 yeas, 0 nays.

**F. BOARD CONSIDERATION OF RENEWAL OF PRESIDENT'S CONTRACT – JULY 1, 2018 THROUGH JUNE 30, 2020**

Dr. Nacco's employment agreement was included in the Board agenda book for consideration. The Board expressed appreciation to Dr. Nacco for his commitment to students, the college, and the community. Dr. Nacco thanked the Board for their support.

Upon motion by Mr. Spezia, and a second by Mr. Hill, the Board approved Dr. Nacco's contract for July 1, 2018 through June 30, 2020. The motion passed by roll call vote: 7 yeas, 0 nays.

**ITEM 14: INFORMATION**

**A. COMMUNICATIONS**

- Student Trustee Election Calendar

Dr. Serfoss announced there is a regional ICCTA meeting on campus on March 6 and will feature State Treasurer Michael Frerichs as the guest speaker. "Pack the Place" for the DACC/Parkland basketball game is Wednesday, February 28. On April 19, there is a concert planned in Bremer with Dr. Eric Simonson playing the piano in honor of Mr. Hegeler.

**ITEM 15: ADJOURNMENT**

There being no further business to discuss, Dr. Serfoss adjourned the meeting at 7:13 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees

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