

MINUTES OF THE REGULAR MEETING of October 25, 2018

On October 25, 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 Room 101 at the DACC Higher Learning Center in Hoopeston, Illinois.

ITEM 1: CALL TO ORDER

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

ITEM 2: PLEDGE OF ALLEGIANCE

Ms. Lauren Linares, 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: Tracy Cherry, Terry Hill, Dr. Ron Serfoss, John Spezia, Greg Wolfe, and Student Trustee Addison Wise. Trustees absent: Bill Black, Dave Harby.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Tammy Betancourt, Jill Cranmore, Mike Cunningham, Lara Conklin, Karla Coon, Kendra Morts, Bill Nicholls, Sandy Cook, Rob Bogue, John Kraft, Kieara Calloway, Anna Butzow, and Lauren Linares.

Media present: None.

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. Wolfe, the agenda was approved as presented. The motion passed by unanimous voice vote: 6 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

Dr. Nacco introduced the following members of the Administrative Council: Dave Kietzmann, Executive Vice President of Instruction and Student Services; Tammy Betancourt, Vice President, Finance/Chief Financial Officer; Jill Cranmore, Vice President, Human Resources; Mike Cunningham, Vice President, Administrative Services; and Lara Conklin, Executive Director, College Relations. Also present: Karla Coon, Director, Hoopeston Higher Learning Center; Kendra Morts, Office Assistant, Hoopeston Higher Learning Center; Bill Nicholls; Foundation Board Member; Rob Bogue and John Kraft, Edgar County Watchdogs; Sandy Cook, CliftonLarsonAllen; Kieara Calloway and Anna Butzow, Students; and Lauren Linares, Presidential Scholar.

Media present: None.

ITEM 6: DACC HIGHER LEARNING CENTER – HOOPESTON REPORT

Ms. Karla Coon, Director of the Hoopeston Higher Learning Center, gave an update to the Board. She highlighted some of the classes that are currently taking place at the HLC. She noted that they continue to look for opportunities to assist students and the community. She

then introduced Ms. Kieara Calloway and Ms. Anna Butzow who shared their experiences at the HLC and their future plans. Each expressed appreciation to Ms. Coon and Ms. Morts for their encouragement as well as for the convenience of having the opportunity available to them in Hoopeston.

The Board and Dr. Nacco thanked Ms. Coon, Ms. Calloway, and Ms. Butzow for their reports.

ITEM 7: REPORT ON ENVIRONMENTAL SCAN AND MARKETING PLAN

Ms. Lara Conklin, Executive Director of College Relations, highlighted the Environmental Scan and the Marketing Plan. The Board and Dr. Nacco thanked Ms. Conklin for her report.

ITEM 8: FINANCIAL UPDATE

Ms. Tammy Betancourt gave a financial update to the Board. The Financial Statement of Revenue and Expenditures ending September 30, 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. During the President's Report, Dr. Nacco expressed appreciation to Mr. Dave Kietzmann for his leadership and commitment to the College.

ITEM 10: PUBLIC COMMENT

Mr. John Kraft and Mr. Robert Bogue spoke on behalf of the Edgar County Watchdogs.

ITEM 11: CONSENT AGENDA

A. BOARD CONSIDERATION OF THE MINUTES OF THE PUBLIC HEARING OF SEPTEMBER 27, 2018; THE REGULAR BOARD MEETING OF SEPTEMBER 27, 2018; AND THE BOARD AUDIT COMMITTEE OF OCTOBER 16, 2018

B. FINANCIAL REPORT

C. HUMAN RESOURCES REPORT

Upon motion by Mr. Hill, and a second by Mr. Wolfe, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 6 yeas, 0 nays.

ITEM 12: UNFINISHED BUSINESS

ITEM 13: NEW BUSINESS

A. BOARD CONSIDERATION OF APPROVAL OF TRAVEL EXPENDITURES FOR TRUSTEES

Per Public Law 99-0604, known as the "Local Government Travel Expense Control Act," travel expenses for members of the Board of Trustees must be approved at an open meeting of the Board.

A total of \$150.00 was expended for travel expenditures for trustees over the last month for the ICCTA Seminar for Mr. Dave Harby.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the travel expenses listed above. The motion passed by roll call vote: 6 yeas, 0 nays.

**B. BOARD CONSIDERATION OF ACCEPTANCE OF FY2018
COLLEGE COMPREHENSIVE ANNUAL FINANCIAL AUDIT
REPORT (EXTERNAL EXHIBIT)**

The Board of Trustees Audit Committee (Mr. Harby, Dr. Serfoss, and Mr. Wolfe) met on October 16, 2018 with the Auditors, Mike Hillary, Whitney Yoder, and Sandy Cook, of CliftonLarsonAllen, LLP. The purpose of this meeting was to review and discuss the audited Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018. Also in attendance from the DACC Staff were Dr. Nacco, Debbie Knight, Tammy Betancourt, and Kerri Thurman.

The Board and Dr. Nacco congratulated Tammy Betancourt, Debbie Knight, members of the Business Office, and the entire college community for another clean audit.

Upon motion by Mr. Hill, and a second by Mr. Spezia, the Board accepted the Fiscal Year 2018 Comprehensive Annual Financial Audit Report. The motion passed by roll call vote: 6 yeas, 0 nays.

**C. BOARD CONSIDERATION OF ENVIRONMENTAL STUDIES
PROGRAM**

Danville Area Community College is in the process of developing an Environmental Studies program. Currently, there seems to be a lot of interest in Environment and Sustainable resources. After considerable research, we feel there is a market for courses in these areas. College Express has expressed interest in some of these courses being offered to high school juniors and seniors.

We feel the time is right to develop this coursework. The Sustainability Learning Lab, coupled with the revisions in the Agriculture and Horticulture programs, offers a unique opportunity for collaboration and increased student interest among these three academic programs.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the development of an Environmental Studies program and coursework. The motion passed by roll call vote: 6 yeas, 0 nays.

**D. BOARD CONSIDERATION OF REINSTATEMENT OF MEN'S
GOLF AND APPROVAL OF WOMEN'S GOLF**

We are recommending that the Board reinstate the Men's Golf team and establish a Women's Golf team. The goal would be to have these teams compete beginning with the

FY2019-2020 academic year. We feel this is an excellent strategy to recruit students who would otherwise not consider DACC.

The teams would have six (6) scholarship athletes each. The head coaches would be part-time and receive the same stipend as the head Cross Country Coach, currently \$6,760.00 annually. We are recommending that the College employ the head coaches as soon as possible so they can recruit team members and build a schedule for next year's season.

This year's budget would only be impacted by giving each Coach 50% of their stipend (\$3,380.00) to establish a team. Next year's budget would include the cost of running the teams for the Fall 2019 and Spring 2020 season. Each team would have an estimated budget of \$16,960 to meet all expenses for the academic year.

Upon motion by Mr. Wolfe, and a second by Ms. Cherry, the Board approved the reinstatement of the Men's Golf Team and approved establishing a Women's Golf Team. The motion passed by roll call vote: 5 yeas, 1 nay.

E. BOARD CONSIDERATION OF RETIREMENTS

- 1. KIM COLWELL, DIRECTOR, ADMINISTRATIVE DATA SYSTEMS**
- 2. JULIE HARPER, BUILDING SERVICES ATTENDANT**
- 3. JEFFERY RUSH, COORDINATOR, INSTRUCTIONAL MEDIA**
- 4. SHEILA WALTER, OFFICE SPECIALIST, ADMISSIONS**

Mr. Kim Colwell, Director, Administrative Data Systems, has submitted his letter of intent to retire effective January 31, 2019 after 22 years of service; Ms. Julie Harper, Building Services Attendant, has submitted her letter of intent to retire effective January 11, 2019 after 14 years of service; Mr. Jeffery Rush, Coordinator, Instructional Media, has submitted his letter of intent to retire effective January 2, 2019 after 26 years of service; and Ms. Sheila Walter, Office Specialist, Admissions, has submitted her letter of intent to retire effective December 31, 2018 after 21 years of service.

Upon motion by Mr. Hill, and a second by Ms. Cherry, the Board approved the retirement of Mr. Kim Colwell effective January 31, 2019. The motion passed by roll call vote: 6 yeas, 0 nays.

Upon motion by Mr. Hill, and a second by Mr. Spezia, the Board approved the retirement of Ms. Julie Harper effective January 11, 2019. The motion passed by roll call vote: 6 yeas, 0 nays.

Upon motion by Ms. Cherry, and a second by Mr. Wolfe, the Board approved the retirement of Mr. Jeffery Rush effective January 2, 2019. The motion passed by roll call vote: 6 yeas, 0 nays.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the retirement of Ms. Sheila Walter effective December 31, 2018. The motion passed by roll call vote: 6 yeas, 0 nays.

The Board and Dr. Nacco thanked the above individuals for their service to DACC and wished them well in their upcoming retirements.

ITEM 14: INFORMATION

A. COMMUNICATIONS

Dr. Serfoss noted the following: A Business Leaders' Breakfast is scheduled for November 8 at 7:30 a.m.; Carla Boyd is giving a presentation at St. James Church on Saturday morning at 10:00 a.m.; and Trustees are encouraged to submit their Board Self-Evaluations and Presidential Evaluations to Kerri and Mr. Harby. Mr. Harby was unable to be at the meeting due to being at the ACCT Leadership Congress.

ITEM 15: ADJOURNMENT

There being no further business to discuss, Dr. Serfoss adjourned the meeting at 7:27 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____