

MINUTES OF THE REGULAR MEETING of July 18, 2019

On July 18, 2019, 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 5:30 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

The Board and those in attendance recited the Pledge of Allegiance to the Flag.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Bill Black, Tracy Cherry, Dave Harby, Terry Hill, Dr. Ron Serfoss, John Spezia, and Student Trustee Holley Hambleton. Trustee absent: Greg Wolfe.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Mike Cunningham, Tammy Betancourt, Jill Cranmore, Lara Conklin, Jerry Davis, and Terri Cummings.

Media present: None.

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: 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; Mike Cunningham, Vice President, Administrative Services; Tammy Betancourt, Vice President, Finance/Chief Financial Officer; Jill Cranmore, Vice President, Human Resources; and Lara Conklin, Executive Director, College Relations. Also present: Jerry Davis, Davis & Delanois; and Terri Cummings, Dean, Business & Technology.

Media present: None.

ITEM 6: REPORT ON BUSINESS AND TECHNOLOGY

Mrs. Terri Cummings gave a report on Business and Technology. Ms. Cummings shared and highlighted an Activity Report for 2018-2019 with the Trustees. She reported a tutoring center for the division was added as a result of a student survey. Agriculture was transitioned to the division and a Sustainability program has been added. The Business Administrative Technology curriculum has been updated and Computer Programming has been changed to Applied Computer Science.

In the Business Division, the Marketing curriculum is being brought to an on-campus, web hybrid format and research is being completed for revamping the program. In the Technology Division, two new instructors were hired and they are currently working on a plan to partner with Courtesy Ford to become NATEF (National Institute for Auto Service Excellence) certified. A tremendous amount of work has been completed at the Land Lab.

Ms. Cummings reported the contract with the Department of Corrections has been reinstated. The program has been reorganized to include Automotive Technology, Construction, Custodial and Career vocational programs. Enrollment in the Tractor/Trailer program is flourishing and enrollment in College Express/PLTW is steady. Ms. Cummings also shared a few student testimonials with the Trustees.

The Board and Dr. Nacco thanked Ms. Cummings for her report and for her dedication to the College.

ITEM 7: FINANCIAL UPDATE

Ms. Tammy Betancourt gave a financial update to the Board. The Financial Statement of Revenue and Expenditures ending June 30, 2019 was included in the Board agenda book.

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 JUNE 27, 2019**

B. FINANCIAL REPORT

C. HUMAN RESOURCES REPORT

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

ITEM 11: UNFINISHED BUSINESS

ITEM 12: NEW BUSINESS

**A. BOARD CONSIDERATION OF NEW BOARD POLICY - #6034 –
DATA GOVERNANCE**

The purpose of a data governance policy is to assign and detail responsibilities for managing DACC student and performance data while following the mission of the College. The policy establishes a framework for standards and guidelines to be followed in creation of data access and usage.

Upon motion by Mr. Black, and a second by Mr. Hill, the Board approved Board Policy #6034 – Data Governance. The motion passed by roll call vote: 7 yeas, 0 nays.

B. BOARD CONSIDERATION OF AUTHORIZATION TO PERMIT INTERFUND LOANS AS NEEDED FOR THE PERIOD OF AUGUST 2019 THROUGH JULY 2020

Due to the timing of revenue and expenditure amounts that occur during the year, several of the College's Funds experience a negative cash balance at various times during the year. In addition, most of our grants are on a reimbursable basis. We incur the cost and then periodically, based on the grant regulations, request reimbursement for these expenditures, which has a negative effect on cash flow.

Interfund loans do not change the College's total cash balance, but the transaction does provide for each individual Fund to reflect a positive cash balance. This request will provide lending options through the FY20 fiscal year and address the anticipated negative cash balance during the next year. The current authorization for interfund loans ends on July 31, 2019.

Upon motion by Dr. Serfoss, and a second by Mr. Hill, the Board approved the authorization to permit interfund loans as needed for the period of August 2019 through July 2020. The motion passed by roll call vote: 7 yeas, 0 nays.

C. 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 \$712.76 was expended for travel expenditures for trustees over the last month for expenses for the ICCTA Annual Banquet and Seminar in Itasca, Illinois on June 7-8, 2019 for Mr. Greg Wolfe and Ms. Tracy Cherry.

Upon motion by Mr. Hill, and a second by Ms. Cherry, the Board approved the travel expenses as listed. The motion passed by roll call vote: 7 yeas, 0 nays.

ITEM 13: INFORMATION

A. COMMUNICATIONS

- A letter from the ACEN granting continued accreditation to the Nursing Program.
- A letter from JRCERT granting continued accreditation to the Radiography Program.

ITEM 17: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:25 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____