

MINUTES OF THE REGULAR MEETING OF APRIL 25, 2024

On April 25, 2024, 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

Vice Chairman Wolfe called the meeting to order at 5:33 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

Presidential Scholar Lily Jameson let the Board and those in attendance in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Sandra Finch, Terry Hill, Maruti Seth, and Greg Wolfe. Not present: Tracy Cherry, Dave Harby, and Dylan Haun

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dr. Carl Bridges, Jill Cranmore, Tammy Betancourt, Lara Conklin, Dr. Penny McConnell, Mark Barnes, Latona Lillard, Whitney Yoder, Kathy Hunter, Marla Jarmer, Dr. Ruth Lindemann, Ashley Hargrove, Dylan Miller, Decarlo Flagg, Serena Butler, Jerry Davis, Chris Suda, Sandy Cook, Lily Jameson, and several All-Star Jaguars.

Media present: Steve Brandy, WDAN-WDNL.

ITEM 4: ADOPTION OF AGENDA

Mr. Wolfe asked if there were any changes requested to the agenda. With no changes requested, upon motion by Ms. Finch, and a second by Mr. Hill, the agenda was approved as presented. The motion passed by unanimous voice vote: 4 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

Dr. Nacco introduced the following: Dr. Carl Bridges, Provost/Vice President, Academic Affairs and Student Services; Tammy Betancourt, Vice President and Chief Financial Officer; Jill Cranmore, Vice President, Human Resources and Labor Relations; Lara Conklin, Executive Director, College Relations; Dr. Penny McConnell, Assistant Vice President, Academic Affairs; Mark Barnes, Director, Information Technology; LaTana Lillard, Coordinator, Advisement and Counseling; Whitney Yoder, Controller, Business Office; Kathy Hunter, Professor, Information Systems; Marla Jarmer, Professor, Rhetoric; Dr. Ruth Lindemann, Distinguished Professor, Reference and Instructional Services Librarian; Ashley Hargrove, Associate Professor, Business Administrative Technology; Chris Suda and Sandy Cook, CliftonLarsonAllen; Lily Jameson, Presidential Scholar; Serena Butler, Student Trustee; Trevin Williams, Alexander Fernandez, Dominyq Gritten, Briana Hernandez, Lenox Li, Ethan Richardson, Lezlea Lowe, MacKenzie Divan, and Kayliegh O'Toole, All-Star Jaguars; Dylan Miller, Campus Security; and Jerry Davis, Jerry Davis Law.

ITEM 6: RECOGNITION OF ALL-STAR JAGUARS

The All-Star Jaguars attended and were recognized for their efforts over the past year. Lara Conklin provided an update on the All Star Jaguars program. She stated there are currently 13 students participating. She highlighted some of the events/tasks that they have completed.

Each of the All Stars present introduced themselves to the Board.

The Board and Dr. Nacco congratulated the All-Stars on the efforts and for promoting DACC.

ITEM 7: INSIDE THE COLLEGE: A.I. IN TEACHING

The Teaching and Learning Committee shared information on artificial intelligence in teaching. Dr. Penny McConnell provided history of the Teaching and Learning Committee and how it came about. She noted a FAST team was created to research AI. The team consists of Marla Jarmer, Ashley Hargrove, Amber Anderson, Kathy Hunter, Dr. Ruth Lindemann, and Maggie Hoover. Each of the team members provided an update on the steps they have conducted so far including updating the student conduct code, in-service presentations, ongoing training, current practices, and next steps.

The Board and Dr. Nacco expressed appreciation to the group for their report and for their dedication.

ITEM 8: DASHBOARD INDICATORS

DACC has prepared a list of major operational benchmarks which will now be reported on a monthly basis.

ITEM 9: FINANCIAL UPDATE

The Financial Statement of Revenue and Expenditures ending March 31, 2024 was included in the Board agenda book.

ITEM 10: PRESIDENT'S REPORT & STRATEGIC PLAN

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

ITEM 11: PUBLIC COMMENT

There was no public comment.

ITEM 12: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE REGULAR MEETING OF MARCH 28, 2024; AND THE MINUTES OF THE BOARD WORKSHOP OF APRIL 8, 2024**
- B. FINANCIAL REPORT**
- C. CLERY SECURITY REPORT**
- D. BOARD POLICY REVISION – BOARD POLICY #3025 – TUITION WAIVERS**

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 4 yeas, 0 nays.

ITEM 13: UNFINISHED BUSINESS

ITEM 14: NEW BUSINESS

A. SEATING OF STUDENT TRUSTEE

1. ACCEPTANCE OF STUDENT TRUSTEE ELECTION REPORT

Ms. Serena Butler was elected Student Trustee effective April 28, 2024. Ms. Butler is currently a full-time DACC student.

Upon motion by Mr. Seth, and second by Ms. Finch, the Board accepted the Student Trustee Election Report. The motion passed by roll call vote: 4 yeas, 0 nays.

2. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED STUDENT TRUSTEE

Mr. Wolfe administered the Oath of Office to Ms. Butler. The Board congratulated Ms. Butler and welcomed her as the new Student Trustee.

B. BOARD CONSIDERATION OF AUDIT SERVICES

A request for proposal (RFP) for auditing services was emailed to nine (9) firms, CliftonLarsonAllen LLP (CLA), Wipfli LLP, Sikich, LLP, Martin Hood, RSM US LLP, Plante Moran, PLLC, Forvis, Kemper, and Crowe. In addition, an add was placed in the Commercial News and the News Gazette indicating the College was seeking audit services proposals. We received four (4) proposals from CLA, Wipfli LLP, Sikich and Crowe. Martin Hood declined to propose, no response from Kemper, RSM, Plante Moran, and Forvis.

Based on reviews of the proposals, our recommendation is to contract with the firm of CliftonLarsonAllen LLP (CLA) for auditing services. CLA's fees were the second lowest of those received, however, analyzing auditing firm proposals require more consideration than the basic auditing fees.

DACC has a prior audit history with CLA and has utilized CLA for other services in the last year for Governmental Accounting Standards Board (GASB) Statement No. 96, Subscription-Based Information Technology Arrangements implementation and 1099 IRS e-filing. In addition, CLA has provided auditing services to seven (7) other IL community colleges in the past five years. All seven (7) prepare a full Annual Comprehensive Financial Report and have received the Government Finance Officers Association (GFOA) award in financial reporting.

According to the Federal Audit Clearinghouse for audits between January 1, 2022 and December 31, 2022, CLA had the largest number of single audits performed at 1,693. Wipfli was next at 502 single audits, while Sikich and Crowe were not listed. CLA has received the *Single Audit Resource Center (SARC) Award* for excellence in knowledge, value, and overall client

satisfaction. CLA utilizes national resources and knowledge to provide clients with a wide array of services.

Of significant relevance is CLA's approach to auditing Student Financial Aid (SFA). CLA's approach is uncommon in that they "have compiled a group of trained professionals who specialize in performing these audits. Each of our dedicated higher education team members has completed our internal SFA boot camp, in which we put them through a true training platform with 'live files' from our clients. We provide this training to engage, enrich, and arm our staff with the necessary knowledge and experience to work with our clients. Rarely do we hear the comment that our clients had to train our staff; it is more common to have a situation where our clients feel as though they have a true collaborator to discuss SFA issues with." – CLA proposal. With the ever increasing regulations from the Department of Education, it is essential to have an audit partner that can provide additional resources to assist us in maintaining our Title IV eligibility.

Upon motion by Ms. Finch, and second by Mr. Hill, the Board the firm of CliftonLarsonAllen LLP to provide audit services for the next five fiscal years beginning with the fiscal year ending June 30, 2024. The motion passed by roll call vote: 5 yeas, 0 nays.

C. BOARD CONSIDERATION OF HUMAN RESOURCES REPORT

Recommendations of Employment are conditional upon all Human Resources processes being met.

Upon motion by Mr. Hill, and second by Ms. Finch, the Board approved the Human Resources Report. The motion passed by roll call vote: 5 yeas, 0 nays.

D. BOARD CONSIDERATION 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 \$1,150.28 was expended for travel expenditures for trustees over the last month. The expenses were \$275.28 for the ICCTA Seminar in Kankakee, Illinois on March 8-9, 2024 for Mr. Greg Wolfe; and \$875.00 for the ACCT Leadership Congress in Seattle, Washington on October 23-26, 2024 for Mr. Greg Wolfe.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the travel expenditures for Trustees. The motion passed by roll call vote: 5 yeas, 0 nays.

E. BOARD CONSIDERATION OF A RESOLUTION CALLING A PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD OF TRUSTEES TO SELL NOT TO EXCEED \$5,000,000 WORKING CASH FUND BONDS FOR THE PURPOSE OF INCREASING THE WORKING CASH FUND OF THE DISTRICT

The Resolution in the Board packet documents the College's intent to call a public hearing to be held on May 23, 2024, in accordance with the Bond Issue Notification Act of the State of Illinois, as amended. Included with the resolution is the public notice of the hearing which will be published in a local newspaper with general circulation within the district.

Upon motion by Mr. Seth, and a second by Mr. Hill, the Board approved a Resolution calling a public hearing concerning the intent of the Board of Trustees to see not to exceed \$5,000,000 Working Cash Fund bonds for the purpose of increasing the Working Cash Fund of the District. The motion passed by roll call vote: 5 yeas, 0 nays.

F. BOARD CONSIDERATION OF COMPUTER MANAGEMENT SOFTWARE

The College currently uses a software system to manage the formatting of our computers, the various software that is installed onto our computers, as well as manufacturer required software updates. However, it has come to our attention that there are security flaws in this system. Research has provided a solution, Syxsense from IT Savvy, which is more secure, will provide additional vulnerability protection and advance our current management capabilities. The Atera software annual cost was \$18,000 and the annual cost for Syxsense is \$28,500. While this is an increase of \$10,500, \$6,500 of the increase is a result of a 33% increase in the number of computers covered. The additional security features represent only an additional \$4,000.

Upon motion by Mr. Seth, and a second by Ms. Finch, the Board approved the purchase of Syxsense computer management software in the amount of \$28,500 from IT Savvy. The motion passed by roll call vote: 5 yeas, 0 nays.

ITEM 14: INFORMATION

A. TRUSTEE COMMENTS

- Ms. Finch congratulated Mr. Harby for his 25 years of service.
- Mr. Seth welcomed Ms. Butler and congratulated Mr. Flagg. He also sent well wishes and congratulations Mr. Harby.
- Ms. Butler thanked everyone for the opportunity to serve as Student Trustee and wished Mr. Harby well.
- Mr. Hill congratulated Mr. Flagg and welcomed Ms. Butler. He also wished a speedy recovery for Mr. Harby.
- Mr. Wolfe noted he is attending Lobby Day next week and he encouraged Trustees to let him know of any questions or comments to share with legislators. He also encouraged Trustees to attend as many ceremonies next week as possible.

B. COMMUNICATIONS

ITEM 14: ADJOURNMENT

There being no further business to discuss, Mr. Wolfe adjourned the meeting at 6:27 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____