

MINUTES OF THE REGULAR MEETING OF DECEMBER 18, 2025

On December 18, 2025, 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 Wolfe called the meeting to order at 5:30 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

Student Trustee Cole Crawley led the Board and those in attendance in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Sandra Finch, Caroline Harby, Dylan Haun, Terry Hill, Lisa Martin, Maruti Seth, Greg Wolfe, and Student Trustee Cole Crawley.

Others present: President Dr. Randall Fletcher, Board Secretary Kerri Thurman, Dr. Carl Bridges, Tammy Betancourt, Jill Cranmore, Lara Conklin, Doug Adams, Brian Hensgen, Katie Mickle, Chief Nathan Howie, Doug Hunter, Kathy Hunter, Suzanna Aguirre, Brandon Tuggle, Tory Gillespie, Corey Potter, Aaron Hastings, Luke Shoaf, Tyler Smoot, and Cody Fannin.

Media present: Tyler Hill, WCIA; Jennifer Bailey, *News-Gazette*

ITEM 4: ADOPTION OF AGENDA

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

ITEM 5: RECOGNITION OF VISITORS

Dr. Fletcher introduced the following: Dr. Carl Bridges, Provost/Vice President, Academic Affairs/Student Services; Tammy Betancourt, Vice President, Finance/Chief Financial Officer; Jill Cranmore, Vice President, Human Resources & Labor Relations; Lara Conklin, Executive Director, College Relations; Doug Adams, Executive Director, Facilities; Brian Hensgen, Asst. Vice President, Student Services; Katie Mickle, Coordinator, Administrative Services; and Nathan Howie, Chief, Security Doug Hunter, Professor, Mechatronics; Kathy Hunter, Professor, Information Systems; Corey Potter, Zenith Insurance; Suzanna Aguirre, Administrative Assistant, Arts & Sciences; Brandon Tuggle, Lead Mechanic, Facilities; Troy Gillespie, Building Services; Aaron Hastings, DACC Student, Luke Shoaf, DACC Student, Tyler Smoot, DACC Student, Cody Fannin, DACC Student.

ITEM 6: INSIDE THE COLLEGE: GAME DESIGN STUDENTS

Professors Doug and Kathy Hunter introduced the students and explained the game created during their 16-week course. The students then provided a demonstration of the game, *Run, Doug, Run*, which is set on DACC campus and addresses AI dependence; and discussed their plans for continuing with game design after graduation.

The Board and Dr. Fletcher thanked the group for their report.

ITEM 7: FINANCIAL UPDATE

The Financial Statement of Revenue and Expenditures ending November 30, 2025 was included in the Board agenda book.

ITEM 8: PRESIDENT'S REPORT

Dr. Fletcher discussed attending the Phi Theta Kappa induction for students at the Department of Corrections, sharing it was the first ever in an Illinois correctional institution. Faculty and Board members attended as well. He congratulated Tonya Hill on receiving the Danville Rotary 2025 Vocational Service Award. He announced DACC has been awarded the CEJA grant and will serve as a training hub for the region.

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 NOVEMBER 20, 2025**
- B. FINANCIAL REPORT**
- C. CLERY SECURITY REPORT**

Upon motion by Ms. Harby, and a second by Ms. Finch, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 8 yeas, 0 nays.

ITEM 11: UNFINISHED BUSINESS

ITEM 12: NEW BUSINESS

- A. 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 Mr. Seth, the Board approved the Human Resources Report. The motion passed by roll call vote: 8 yeas, 0 nays.

- B. BOARD CONSIDERATION OF APPROVAL OF TRAVEL EXPENDITURES**

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 \$466.08 was expended for travel expenditures for trustees over the last month. The expenses were for the ICCTA/ACCT Governance Leadership Institute on November 13-15, 2025 in Naperville, IL for Mr. Greg Wolfe.

Upon motion by Ms. Martin, and a second by Mr. Hill, the Board approved travel expenditures for trustees over the last month. The motion passed by roll call vote: 8 yeas, 0 nays.

C. BOARD CONSIDERATION OF RESOLUTION TO ESTABLISH DANVILLE AREA COMMUNITY COLLEGE POLICE DEPARTMENT

The College would like to transition the DACC Campus Security to the DACC Police Department. A thorough review of the process of onboarding a police department function to the existing college organizational infrastructure has been conducted. Campus safety and security are the primary factors in seeking this change from the current campus security model.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the Resolution to Establish a Danville Area Community College Police Department. The motion passed by roll call vote: 8 yeas, 0 nays.

D. BOARD CONSIDERATION OF NEW BOARD POLICY

1. BOARD POLICY #1020.1 – COLLEGE TRUSTEE STANDARDS AND ETHICS

The College Trustee Standards and Ethics Board policy details standards of practice, emphasizing the Board's role in creating a student-focused learning environment, establishing college policies, and ensuring sound fiscal management. The policy also includes a code of ethics, stressing the importance of informed decision-making, harmonious collaboration among board members, and prioritizing the community's well-being over personal gain. Overall, the standards and code collectively serve as a comprehensive guide for trustees, promoting accountable, ethical, and effective governance within a community college setting.

Upon motion by Ms. Harby, and a second by Ms. Martin, the Board approved Board Policy #1020.1 – College Trustee Standards and Ethics. The motion passed by roll call vote: 8 yeas, 0 nays.

E. BOARD CONSIDERATION OF WORKER'S COMPENSATION INSURANCE FOR 2026

Worker's Compensation insurance is determined by our estimated annual payroll, experience mod rate, Foreign and Domestic Terrorism coverage and catastrophe coverage. The January 1, 2025 to December 31, 2025 premium for Worker's Compensation insurance was \$53,616, including coverage for all states. Having coverage in all states provides the College the flexibility to hire part-time employees from any state to work from home (specifically part-time instructors). This coverage was obtained through Zenith Insurance.

The proposed premium from Zenith Insurance for 2026 is \$59,183. While this increase of \$5,567 is approximately 10.4% from 2025 it is important to note that worker's compensation premiums are based on estimated payroll, as well as experience mod rates. Estimated payrolls increased 4.3% and the experience mod rate increased from .83 to .84. In addition, higher loss ratios for schools for Zenith has caused their overall rate structure to increase by 9.14%. It's also

important to note that the worker's compensation payroll is audited in January or February of each year and the premium is adjusted based on that actual payroll.

Zenith was our carrier from 2018 to 2021 and again in 2024 and 2025. We have had excellent service and response times.

Worker's Compensation insurance premiums are paid using Liability, Protection, Settlement (Tort) Funds.

Upon motion by Mr. Seth, and a second by Ms. Harby, the Board approve the premium of \$59,183 to Zenith Insurance for Worker's Compensation insurance coverage from January 1, 2026 to December 31, 2026. The motion passed by roll call vote: 8 yeas, 0 nays.

F. BOARD DISCUSSION OF SPACE UTILIZATION STUDY

Demonica Kemper Architects (DKA) will provide architectural /planning services associated with the development of a Space Utilization Study for Danville Area Community College's Main Campus. This study will be focused exclusively on the evaluation of teaching and learning spaces for the purpose of providing data to the College to be used in the development of an overall Campus Master Plan at a future date.

The item was for discussion only.

G. BOARD CONSIDERATION OF VOLUNTARY SEPARATION AGREEMENT

With rising costs and declining revenue, the College needs to consider any and all options to strengthen our financial position. An employee voluntary-separation program is being proposed as one option, among many, to lower operating costs.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the proposed employee voluntary-separation program. The motion passed by roll call vote: 7 yeas, 1 nay (Mr. Haun).

H. BOARD CONSIDERATION OF BIDS FOR CONCRETE AND MASONRY REPAIRS FOR PRAIRIE, CANNON, LINCOLN, AND VERMILION HALL HANDICAP RAMPS AND STEPS

Danville Area Community College has partnered with Bailey Edward Design of Champaign, Illinois, to complete a repair and restoration project for the repair of concrete steps and handicap-accessible ramps at multiple campus locations, including Prairie Hall, Lincoln Hall, Vermilion Hall, and Cannon Hall. These repairs are needed to ensure that campus accessibility remains safe, code compliant, and visually consistent with campus standards.

Scope of Work:

- Remove existing handrails at affected locations.
- Clean, repair, and prepare handrails for reinstallation.

- Perform selective repairs and replacements to masonry, brick, and concrete on all designated ramp and step areas.
- Restore all components to a safe, code-compliant, and aesthetically improved condition.
- Reinstall cleaned and repaired handrails upon completion of structural work.

DACC held a public bid opening December 10, 2025. Funding for this project will come from 2021 Deferred Maintenance Bond Proceeds and PHS Tax Levies.

Upon motion by Ms. Martin, and a second by Mr. Seth, the Board approved the low base bid plus alternate bids 1 through 4 from English Brothers Company in the amount of \$333,970.00. The motion passed by roll call vote: 8 yeas, 0 nays.

ITEM 13: INFORMATION

A. TRUSTEE COMMENTS

- Mr. Seth congratulated the students on an interesting video game. He wished everyone Happy Holidays.
- Ms. Martin stated she was very impressed with the video game. She offered congratulations on the receipt of the CEJA grant. She wished all a Merry Christmas.
- Mr. Crawley wished everyone Happy Holidays and advised he would return in June, as he will be a part of the Disney program next semester.
- Ms. Harby congratulated Mr. Crawley on his accomplishment.
- Ms. Finch wished everyone Happy Holidays.
- Mr. Hill wished everyone Happy Holidays and congratulated Tonya Hill on receiving the Danville Noon Rotary's Vocational Service Person of the Year award.
- Mr. Wolfe wished all Happy Holidays and advised that there will be no December meeting in 2026.

B. COMMUNICATIONS

ITEM 14: ADJOURNMENT

There being no further business to discuss, Mr. Wolfe adjourned the meeting at 6:18 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____