

MINUTES OF THE REGULAR MEETING OF FEBRUARY 26, 2026

On February 26, 2026, 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

First Year Presidential Scholar Karina Perez led those in attendance in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Sandra Finch, Caroline Harby, Terry Hill, Maruti Seth, and Greg Wolfe. Trustees not present: Dylan Haun, Lisa Martin, and Student Trustee Cole Crawley.

Others present: President Dr. Randall Fletcher, Board Secretary Kerri Thurman, Tammy Betancourt, Jill Cranmore, Dr. Penny McConnell, Melissa Rome, Katie Mickle, Nathan Howie, Angela Shaffer, Burgandy Nicoson, Staci Wright, Jeannie Cisney, Jason Lohmeyer, Lisa Osborne, Suzanna Aguirre, Angel Fellers, and Karina Perez.

Media present: Jennifer Bailey, *News-Gazette*; Steve Brandy, *Vermilion County First*.

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 Mr. Seth, the agenda was approved as presented. The motion passed by unanimous voice vote: 5 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

Dr. Fletcher introduced the following: Tammy Betancourt, Vice President, Finance/Chief Financial Officer; Jill Cranmore, Vice President, Human Resources & Labor Relations; Dr. Penny McConnell, Asst. Vice President, Academic Affairs; Melissa Rome, Executive Director, Institutional Effectiveness & Planning; Katie Mickle, Coordinator, Administrative Services; Nathan Howie, Chief, Security; Angela Shaffer, Dean, Nursing; Burgandy Nicoson, Director, Speech Language Pathologist Assistant; Staci Wright, Instructor, SLPA; Jeannie Cisney, Instructor, Nursing; Jason Lohmeyer, Instructor, Nursing; Lisa Osborne, Administrative Assistant, Arts & Sciences; Suzanna Aguirre, Administrative Assistant, Arts & Sciences; Angel Fellers, Administrative Assistant, Nursing; and Karina Perez, First Year Presidential Scholar

ITEM 6: INSIDE THE COLLEGE: STRATEGIC PLAN UPDATE

Institutional Effectiveness & Planning Executive Director Melissa Rome provided an update to the Board on the strategic plan, highlighting the five phases, which include planning, information gathering, finalization and approval, launch and implementation, and trend analysis report.

Dr. Fletcher and the Board thanked Ms. Rome for her presentation.

ITEM 7: FINANCIAL UPDATE

The Financial Statement of Revenue and Expenditures ending January 31, 2026 was included in the Board agenda book.

ITEM 8: PRESIDENT'S REPORT

Dr. Fletcher discussed the nursing program receiving recognition as 10th out of 112 in the State in Nursing Academic Achievement, noting we are one of the highest performing schools in Illinois. He shared that Phi Theta Kappa student Leonidas Hamza has been selected as a 2026 Oberndorf Lifeline to Completion Scholar and will receive a \$1,500 scholarship. This scholarship is designed to assist Phi Theta Kappa members in overcoming unanticipated financial barriers preventing the completion of a college credential, an associate degree, or certificate while enrolled in college. He discussed attending the Vermilion County Coalition Career Fair, with DACC Foundation Executive Director Tonya Hill and faculty members Doug Hunter and Kathy Hunter. He reported a successful event, engaging with community members and dislocated employees, and participating in information sharing and recruiting. He invited all to Employee Appreciation Day on March 6, citing the Expanded Cabinet's plans to prepare and serve breakfast to all DACC employees. He shared that he had been meeting with faculty to discuss innovations to their respective programs. He discussed the formation of the Data Governance Committee, helmed by Tim Halstead and Maggie Hoover, whose focus will be on data integrity, mapping and storing data, and streamlining operations and workflows. He further discussed meeting with Student Services on CRM and student communications.

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 JANUARY 22, 2026**
- B. FINANCIAL REPORT**
- C. CLERY SECURITY REPORT**

Upon motion by Ms. Finch, and a second by Mr. Hill, the Board approved the items on the Consent Agenda, as amended. The motion passed by roll call vote: 5 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 Ms. Finch, the Board approved the Human Resources Report. The motion passed by roll call vote: 5 yeas, 0 nays.

B. 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 \$1,040.00 was expended for travel expenditures for trustees over the last month. The expenses were \$165.00 for the ICCTA meetings on March 19-21, 2026 in Palos Hills, Illinois for Mr. Greg Wolfe and \$875.00 for the HLC meetings on March 21- 14, 2026 in Chicago, Illinois.

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

C. BOARD CONSIDERATION OF TENURE RECOMMENDATIONS

- 1. EMILY CHAPPELL, INSTRUCTOR, ARTS & SCIENCES**
- 2. JEANNIE CISNEY, INSTRUCTOR, NURSING**
- 3. NICOLE DILL, INSTRUCTOR, NURSING**
- 4. JASON LOHMEYER, INSTRUCTOR, NURSING**

Full-time faculty members completing their third academic year of probation must be granted tenure, extended another year of probation, or dismissed. Included in the Board packet are recommendations for approval of tenure status for the individuals listed above. Their supervisors have evaluated their performances and personnel files to ensure that their credentials are in order. These outstanding faculty members are an asset to the instructional programs at Danville Area Community College. It is our honor and privilege to recommend these talented faculty members for tenure status. These individuals are superior classroom teachers who will serve DACC well into the future.

Upon motion by Mr. Hill, and a second by Mr. Seth, the Board approved this tenure recommendation. The motion passed by signature vote: 5 yeas, 0 nays.

Upon motion by Mr. Seth, and a second by Ms. Harby, the Board approved this tenure recommendation. The motion passed by signature vote: 5 yeas, 0 nays.

Upon motion by Ms. Finch, and a second by Ms. Harby, the Board approved this tenure recommendation. The motion passed by signature vote: 5 yeas, 0 nays.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved this tenure recommendation. The motion passed by signature vote: 5 yeas, 0 nays.

D. BOARD CONSIDERATION OF RETIREMENTS

- 1. VINCE FROST, COMPUTER NETWORK & INSTITUTIONAL TECHNOLOGY TECHNICIAN, COMPUTER & NETWORK SERVICES**

- 2. EDWARD GALLAGHER, DISTINGUISHED PROFESSOR, COMMUNICATIONS, ARTS & SCIENCES**
- 3. DANA WHEELER, INSTRUCTOR, CULINARY ARTS, ARTS & SCIENCES**

Mr. Vince Frost has submitted his letter of intent to retire effective May 31, 2026. The Board and Dr. Fletcher wished him well in his upcoming retirement.

Upon motion by Ms. Finch, and a second by Mr. Hill, the Board approved the retirement of Vince Frost effective May 31, 2026. The motion passed by roll call vote: 5 yeas, 0 nays.

Mr. Edward Gallagher has submitted his letter of intent to retire effective May 31, 2026. The Board and Dr. Fletcher wished him well in his upcoming retirement.

Upon motion by Mr. Hill, and a second by Mr. Seth, the Board approved the retirement of Edward Gallagher effective May 31, 2026. The motion passed by roll call vote: 5 yeas, 0 nays.

Ms. Dana Wheeler has submitted her letter of intent to retire effective May 31, 2026. The Board and Dr. Fletcher wished her well in her upcoming retirement.

Upon motion by Mr. Seth, and a second by Ms. Finch, the Board approved the retirement of Dana Wheeler effective May 31, 2026. The motion passed by roll call vote: 5 yeas, 0 nays.

E. BOARD CONSIDERATION OF NEW BOARD POLICIES

- 1. BOARD POLICY #4063 – COURSE INSTRUCTION**
- 2. BOARD POLICY #7018 – GENERATIVE AI POLICY**

Board Policy # 4063- This new policy outlines the details allowing administrators to instruct academic courses. All instruction duties must be completed outside of normal work hours.

Board Policy #7018- This policy establishes guidelines for the responsible use of generative artificial intelligence (AI) tools by students, faculty, staff, and administrators at Danville Area Community College.

The policy aims to maximize the educational and operational benefits of generative AI while maintaining academic integrity, protecting privacy, ensuring equity, and mitigating potential harms. The policy also applies to all generative AI use on college-owned systems, college networks, and in college-sponsored activities. It also applies to the use of generative AI tools that involve college data or are used in direct relation to college coursework and operations.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the new Board Policy #4063 – Course Instruction. The motion passed by roll call vote: 5 yeas, 0 nays.

Upon motion by Mr. Seth, and a second by Mr. Hill, the Board approved the new Board Policy #7018 – Generative AI Policy. The motion passed by roll call vote: 5 yeas, 0 nays.

F. BOARD CONSIDERATION OF LEGAL SERVICES

A request for proposal (RFP) for legal services was sent to eight (8) firms, Robbins Schwartz; Meyer Capel, PC; Jerry Davis Law, PC; Acton & Snyder, LLC; Thomas Mamer, LLP; Duke McGinnis, Miller Canfield, and Education Intelligence, Inc. In addition, an ad was placed in the *Commercial News* and the *News Gazette* indicating the College was seeking legal services proposals. Proposals were received from Meyer Capel, PC; Thomas Mamer, LLP; Franczek, PC; Robbins Schwartz; Jerry Davis Law, PC; and Miller Canfield. Based on reviews of the proposals, our recommendation is to contract with the firm of Meyer Capel, PC for legal services.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the firm of Meyer Capel, PC to provide legal services effective March 1, 2026. The motion passed by roll call vote: 4 yeas, 0 nays, 1 abstain (Seth).

G. CLOSED SESSION TO DISCUSS MATTERS PERTAINING TO THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY; AND DISCUSSION OF THE WRITTEN CLOSED SESSION MINUTES OF NOVEMBER 20, 2025

The Board went into Closed Session at 5:12 p.m.

OPEN SESSION

The Board returned to Open Session at 7:33 p.m.

ITEM 13: INFORMATION

A. TRUSTEE COMMENTS

- Trustees were reminded of the Vickie Miller Scholarship.
- Mr. Seth thanked staff for their work on the audit.
- Mr. Wolfe congratulated the nursing staff and students on their success.

B. STUDENT TRUSTEE ELECTION CALENDAR

C. COMMUNICATIONS

ITEM 14: ADJOURNMENT

There being no further business to discuss, Mr. Wolfe adjourned the meeting at 7:36 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____