

KANKAKEE COMMUNITY COLLEGE
District 520

July 12, 2006

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 4:00 p.m., July 12, 2006, in the Board Room on campus. Those in attendance were:

Mr. Hugh E. VanVoorst, Chairman
Mr. Jerald W. Hoekstra, Vice Chairman
Mr. J. Dennis Marek, Secretary
Mr. Brad Hove
Mr. Patrick D. Martin
Ms. Kaylee Balthazor, Student Representative

Also attending:

Dr. Girard W. Weber, President
Administrative Staff

Dr. Marwick introduced Troy Swanson who is doing his doctoral internship at Kankakee Community College. Mr. Swanson was welcomed by the Board members.

Presentation on options for the detention pond was given by Mr. Dave Tyson of Tyson Engineering. Item discussed at length.

*** INDICATES APPROVAL OF MINUTES FROM THE JUNE 12, 2006 BOARD MEETING AND THE JULY 12, 2006, CONSENT AGENDA ITEMS**

* By consent motion, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the June 12, 2006, meeting minutes and the July 12, 2006 Consent Agenda Action Items 1, 2, 3, 4, 5, 6, 7, and 8. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek Martin, VanVoorst
NAYS: None
Motion Carried

*** APPROVAL OF PARTICIPANT ADDITIONS TO TITLE 1A PROGRAM.**

The administration presented a list of four (4) participant additions to the Title 1A program. * By prior consent motion, Motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the four (4) participant additions as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

*** APPROVAL FOR AUTHORIZATION OF WAGES IN TITLE 1Y-OS SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)**

The administration presented a list of two (2) individuals recommended for summer employment to be paid at the rate of \$6.50 per hour. * By prior consent motion, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the employment of the two (2) students as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL FOR PAYROLL AND PAYMENT AUTHORIZATIONS TO YOUTH PARTICIPANTS IN KCC'S YOUTH PROGRAM SERVICES**

The administration presented a list of seven (7) individuals determined eligible for participation in KCC's Youth Program Services from June 5 – August 11, 2006, to be paid at the rate of \$6.50 per hour. * By prior consent motion, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the seven (7) individuals for the specified authorizations for participant wages, training stipends and mileage reimbursements as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

***APPROVAL TO ACCEPT U.S. DEPARTMENT OF EDUCATION STUDENT SERVICES GRANT FUNDS FOR FY07 (TRIO STUDENT SUCCESS SERVICES)**

The administration presented information requesting the Board accept the FY 07 award of \$267,986 and authorize the college to proceed with the goals and objectives of the grant to provide a Student Support Services program for district residents. * By prior consent motion, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the acceptance of the U.S. Department of Education's award of \$267,986 for a Student Support services program for the academic year 2006-2007 and approve the budget which accompanies said item as presented. On roll call, the vote was.

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AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

*** CHARGEBACKS**

The administration recommended eight (8) student chargeback requests for out-of-district tuition support for students to attend recognized community colleges in Illinois for the academic year 2006-2007. * By prior consent motion, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the chargeback requests as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

*** REQUEST TO BID ATHLETIC SUPPLIES AND EQUIPMENT**

The administration recommended the Board approve the request to go to bid for athletic supplies and equipment. * By prior consent motion, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the request to go to bid for athletic supplies and equipment as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

*** REQUEST TO BID PAPER**

The administration recommended the Board approve the request to go to bid for paper supplies as detailed. * By prior consent motion, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the request to go to bid for paper supplies as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

***RECOMMENDATION FOR TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the staff member in compliance with the Board's Tuition/Course Reimbursement Policy. * By prior consent motion, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the reimbursement payment to the person as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

AWARDING OF BID FOR CHILLER REPAIRS

On June 12, 2006, the Board approved the administration's request to solicit bids to replace compressors on three chillers with an estimated cost of repairs at \$50,000. Requests for bids were distributed to nine vendors with four vendors responding. Motion was made by Mr. Marek and seconded by Mr. Martin to award the bid for chiller repairs to the lowest, responsible bidder meeting specifications, International Piping Systems, Inc. of Schaumburg, Illinois, for a total cost of \$35,500. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

AWARDING OF BID FOR PARKING LOT AND ROADWAY MAINTENANCE

On May 8, 2006, the Board approved the administration's request to contract with Tyson Engineering to develop specifications, bid out, and supervise the parking lot and roadway repairs at an estimated cost of \$19,104. Tyson Engineering opened bids for the project on June 29, 2006. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to award the bid for parking lot and roadway repair as follows: Parking lot improvements to B.T. Hatting Construction, Kankakee,

Illinois in the amount of \$11,297.00 – Alternate A; and Pavement Striping to Stripe-It-Rite, Kankakee, Illinois, in the amount of \$6,209.54 – Alternate B; with the total cost of the maintenance work to be \$17,506.54 plus engineering and supervision fees of Tyson Engineering. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

RECOMMENDATION FOR RETENTION POND PROJECT

Board previously discussed project options during Mr. Tyson's presentation. The administration recommended the Board authorize a contract with Tyson Engineering to develop specifications, with alternates as discussed, to bid the rerouting of the pond storm sewers as presented. Motion was made by Mr. Martin and seconded by Mr. Hove to approve a contract with Tyson Engineering to develop specifications with alternates to bid the rerouting of the pond storm sewers. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

PURCHASE ORDER REQUISITIONS OVER \$5000

The administration presented eighteen (18) purchase order requisitions over \$5,000 for Board approval. Motion was made by Mr. Marek and seconded by Mr. Hove to approve the eighteen (18) purchase order requisitions over \$5000 as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

SHORT TERM INVESTMENTS

The administration presented short-term investments issued June 6, 2006. Motion was made by Mr. Marek and seconded by Mr. Martin to approve the investments as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

RECONCILED CASH FUND

The administration presented the reconciled cash report for May 31, 2006. Motion was made by Mr. Hoekstra and seconded by Mr. Marek to accept the Reconciled Cash Report subject to audit. On voice vote, the motion was unanimously approved.

BILL APPROVAL

Bills totaling \$1,971,180.83 were presented for Board review. The total for the Operating Account was \$1,159,069.30, Payroll Account, \$810,716.56 and Imprest Account \$1,394.97. The total by

fund were: Education Fund, \$390,914.16; Operations & Maintenance Fund, \$107,046.36; Operations & Maintenance Fund-Restricted, \$40,840.32; Auxiliary Fund, \$58,758.22, Restricted Fund, \$105,403.88; WIA Fund, \$172,134.11, Liability Protection Settlement Fund, \$29,640.89; Imprest, \$1,394.97; and Payroll and Related Bills \$1,065,047.92. Motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the bill approval and bill summary sheets as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

The Board agenda scheduled to go into closed session for the purposes of the Board discussing matters of personnel, collective negotiating matters, semi-annual review of closed session minutes and probable or pending litigation, pursuant to Sections 2-c-1, 2-c-2, 2-c-21 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Hove. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

The Board went into closed session at 4:50 p.m. The Board returned at 5:10 p.m. Motion was made by Mr. Marek and seconded by Mr. Martin to reconvene the Board meeting. On voice vote, the motion was unanimously approved.

*** ADULT EDUCATION CONTRACTS**

The administration recommended the Board approve the seventeen (17) Adult Education contracts as presented. * Consent motion for this Item and Items 2, 3, 4, 5, 6, 7 and 8 made by Mr. Marek and seconded by Mr. Martin to approve the Adult Education contracts as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

*** CORPORATE AND CONTINUING EDUCATION CONTRACTS**

The administration recommended the Board approve the Corporate and Continuing Education additions, revisions and cancellations for spring and summer 2006. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Martin to approve the Corporate and Continuing Education additions, revisions and cancellations for spring and summer 2006, as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

*** REVISIONS TO THE PART-TIME INSTRUCTOR LIST, CREDIT DIVISION, FOR SUMMER SEMESTER, 2006**

The administration recommended approval of additions, cancellations, and revisions to the part-time instructor list for summer session, 2006. * By prior consent, motion was made Mr. Marek and seconded by Mr. Martin to approve the revisions to the part-time instructor list, credit division, for summer semester, 2006, as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

*** REVISIONS TO THE FULL-TIME FACULTY APPOINTMENTS, SUMMER SESSION, 2006**

The administration recommended approval of additions, cancellations and revisions to the part-time instructor list, for credit division. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Martin to approve the revisions the full-time faculty appointments, summer session, 2006, as presented... On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

*** RECOMMENDED OVERLOAD PAYMENTS TO 12-MONTH INSTRUCTIONAL ADMINISTRATORS**

The administration recommended the Board approve the overload payments to the two (2) 12-month instructional administrators in the amounts as presented for the academic year 2005-2006. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Martin to approve the overload payments to the 12-month instructional administrators in the amounts as presented for the academic year, 2005-2006. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

*** REQUEST TO HIRE ADMINISTRATIVE STAFF**

The administration recommended the Board authorize the selection to fill of the position of Director of Financial Affairs with the President's approval, pending presentation to and approval by the Board of Trustees at the August Board meeting. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Martin to approve the selection to fill the position of Director of Financial Affairs with the President's approval, pending presentation to and approval by the Board of Trustees at the August Board meeting. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst
NAYS: None
Motion Carried

*** EMPLOYMENT AND TRANSFER OF STAFF**

The administration recommended the Board approve the employment, change of employment or transfer of employment of staff as presented. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Martin to approve the employment, change of employment, or transfer of employment of fifteen (15) persons, as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

*** RESIGNATION AND TERMINATIONS**

The administration recommended the Board accept the resignations and termination of employment of those three (3) employees as presented. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Martin to accept the resignations of two (2) employees as well as one (1) as-needed employees no longer available to work, as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

PRESIDENT'S DRAFT GOALS FOR FY07

Matter tabled to August Board meeting.

COLLECTIVE NEGOTIATING MATTERS

Discussion was held on points as presented by the administration. Motion was made by Mr. Hoekstra and seconded by Mr. Marek to authorize the Board Chairman to enter into an agreement with the faculty as presented by the administration. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

Approved minutes were reviewed and discussed by the Board. Motion was made by Mr. Marek and seconded by Mr. Hove to approve the recommendation of the President that the January 17, February 13, April 10, and June 12, 2006, closed session minutes remain closed at this time. On roll call, the vote was:

AYES: Hoekstra, Hove, Marek, Martin, VanVoorst

NAYS: None

Motion Carried

PROBABLE OR PENDING LITIGATION

President Weber provided a report on the current status of the ICCTA litigation now pending and which KCC has joined. No further action taken.

ADJOURNMENT

There being no further business to come before the Board, Motion to adjourn Board Meeting at 5:20 p.m. was made by Mr. Marek and seconded by Mr. Hoekstra. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Clerk

Approved:

Chairman

Secretary