

KANKAKEE COMMUNITY COLLEGE
District 520

August 13, 2007

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:00 p.m. 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. Richard Frey
Mr. Brad Hove
Mr. Patrick Martin
Mrs. Betty Meents
Rainie Themer, Student Representative to the Board

Also attending:

Dr. Girard W. Weber, President
Administrative Staff
Guest – Mat Smarjesse

*** INDICATES APPROVAL OF MINUTES FROM THE JULY 9, 2007, BOARD MEETING, THE JULY 23, 2007, SPECIAL BOARD MEETING AND THE AUGUST 13, 2007, CONSENT AGENDA ITEMS**

* By consent, motion was made by Mr. Marek and seconded by Mr. Frey to approve the Minutes from July 9, 2007, Board meeting, the July 23, 2007, special Board meeting, and the August 13, 2007, Consent Agenda Action Items 1 through 6. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF STUDENT EMPLOYMENT AND WAGES**

The administration recommended a detailed list of student employees and wages to be paid. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Frey to approve the student employment and wages as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF SUPPORTIVE SERVICES – DAYCARE**

The administration recommends Board approval for payment of supportive services provided by the Kankakee Community College Child Development Center for eligible Student and Workforce Services/WIA participants in Program Year 2007 (07/01/07 to 06/30/08). * By prior consent, motion was made by Mr. Marek and seconded by Mr. Frey to approve the supportive services for daycare as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF PARTICIPANT ADDITIONS TO TITLE 1A, 1D 1S, 1Y-OS and 1Y-IS PROGRAMS**

The administration recommended four (4) participant additions to the Title 1A, 1D 1S, 1Y-OS and 1Y-IS programs. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Frey to approve the participant additions as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

*** CHARGEBACKS**

The administration recommended two (2) student chargeback requests for out-of-district tuition support for students to attend recognized community colleges in Illinois for the academic year 2007-2008. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Frey to approve the chargebacks as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for printing of the 2008 class schedules, an annual contract for computers, and laser and inkjet printer cartridges. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Frey to approve the requests to bid as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

*** RESOLUTIONS HONORING RETIRING FULL-TIME EMPLOYEES**

The administration recommended the Board adoption of the Resolutions honoring Elena Acevedo, Richard Braun, Edda Prats and Manuela Sawalha, as presented. * By prior consent, motion was made by Mr. Marek and seconded by Mr. Frey to approve the four resolutions as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

AWARDING OF BIDS

The administration recommended the Board approve awarding the bids as listed for a total of \$8,295.80 for athletic supplies. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the award of bids as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF PERMIT APPLICATION(S)

The administration recommended the Board of Trustees approve the two (2) permit applications allowing the service and use of alcoholic beverages at the activities as named. Motion was made by Mr. Martin and seconded by Mr. Hove to approve the permit applications as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

FISCAL YEAR 2008 BUDGET

The administration recommended the Board of Trustees receive the tentative budget for Fiscal Year 2008; approve having it available for public inspection beginning August 11, 2007; and establish the public hearing to be held at 5:00 p.m., Tuesday, September 11, 2007 in the Board Room. Motion was made by Mr. Marek and seconded by Mr. Frey to approve for public inspection and schedule a public hearing of the Fiscal Year 2008 Budget as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

President Weber provided his oral report to the Board; and ICCTA Representative Frey presented his oral report to the Board. Information Items were reviewed.

PURCHASE ORDER REQUISITIONS OVER \$5,000

The administration presented twenty-nine(29) purchase order requisitions over \$5,000 for Board approval. Motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the twenty-nine (29) purchase order requisitions over \$5,000 as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

SHORT TERM INVESTMENTS

The administration presented short-term investments issued July 11, 18 and 24, 2007. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents to approve the investments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

RECONCILED CASH BY FUND & INVESTMENT & FINANCIAL SUMMARY

The administration presented the reconciled cash report for June 30, 2007, and the Investment and Financial Summary report for July 31, 2007. Motion was made by Mr. Frey and seconded by Mr. Martin to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On voice vote, the motion was unanimously approved.

BILL APPROVAL

Bills totaling \$2,199,382.57 were presented for Board review. Motion was made by Mr. Marek and seconded by Mr. Hove to approve the bill approval and bill summary sheets as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, 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 and probable or pending litigation pursuant to Sections 2-c-1, 2-c-2, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mrs. Meents and seconded by Mr. Hoekstra. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

The Board went into closed session at 5:40 p.m. The Board returned at 6:25 p.m. Motion was made by Mr. Hoekstra and seconded by Mr. Marek to reconvene the Board meeting. On voice vote, the motion was unanimously approved.

* By consent motion, motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve matters of personnel – Items 1-12 as presented and recommended by the administration as enumerated below:

Matters of Personnel:

- (1) Approval of Corporate and Continuing Education Contract(s)
- (2) Approval of Revised Overload Payment to a 12-month Instructional Administrator
- (3) Revisions to Part-time Instructor List, Credit Division, Fall Semester 2006
- (4) Revisions to Part-time Instructor List, Credit Division, Spring Semester 2007
- (5) Approval to Part-time Instructor List, Credit Division, for Summer Term 2007
- (6) Approval of Full-time Faculty Appointments, Credit Division, for Summer Term 2007
- (7) Approval of Part-time Instructor List, Credit Division, for Fall Semester, 2007
- (8) Approval of New Position Descriptions
- (9) Employment and Transfer of Staff
- (10) Staff Resignation(s)
- (11) Request to Hire Administrative Staff
- (12) Salary Program for Part-time, Credit-Division Instructors and Part-time, Hourly Instructional Staff

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn Board Meeting at 6:26 p.m. was made by Mr. Marek and seconded by Mr. Frey. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Clerk

Approved:

Vice-Chairman

Secretary