

KANKAKEE COMMUNITY COLLEGE  
District 520

November 12, 2007

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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

Guests, Mat Smarjesse, Dr. James Paul, Phyllis Nichols and Robert Bohlmann, were welcomed. Presentations were made by Dr. James Paul regarding proposal for historical walls; Phyllis Nichols on the KCC Speakers Bureau; and Robert Bohlmann on the Health Careers Center project.

**\* INDICATES APPROVAL OF MINUTES FROM THE OCTOBER 8, 2007, BOARD MEETING AND THE NOVEMBER 12, 2007, CONSENT AGENDA ITEMS**

\* By consent, motion was made by Mrs. Meents and seconded by Mr. Hoekstra to approve the Minutes from October 8, 2007, Board meeting and the November 12, 2007, Consent Agenda Action Items 1 through 9 as follows:

**\* APPROVAL OF PARTICIPANT ADDITIONS TO TITLE 1D AND 1Y PROGRAMS**

The administration recommended two (2) participant additions to the programs.

**\* APPROVAL FOR PAYROLL AUTHORIZATIONS TO WIA YOUTH PARTICIPANT**

The administration recommended the Board approve payroll authorization for participant wages at the rate of \$7.50 per hour through October 27, 2007, for the individual as presented.

**\* REQUEST FOR APPROVAL OF WIA CONTRACT MODIFICATION AND BUDGET FOR KCC'S YOUTH PROGRAM SERVICES (YPS)**

The administration recommended the Board approve the Workforce Board FY08 contract modification and proposed budget for FY08 YPS services as presented. .

**\* CHARGEBACKS**

The administration recommended two (2) student chargeback requests for out-of-district tuition support for the students to attend a recognized community college in Illinois for the academic years 2007-08 and 2008-09.

**\*RECOMMENDATION FOR TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the one (1) staff member in compliance with the Board's Tuition/Course Reimbursement Policy.

**\* PERMIT APPLICATION(S)**

The administration recommended the Board approve the permit application(s) as presented.

**\* APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for welding instructional equipment and air conditioning system for computer room.

**\* AUTHORIZATION TO ACCEPT AWARDS AND APPROVE BUDGETS**

The administration recommended the Board accept the awards and approve the budgets as presented.

**\* APPROVAL OF RECOMMENDED 2008-2009 ACADEMIC CALENDAR**

The recommended calendar for 2008-09 was presented. This calendar is similar to calendars approved during the past years, with 15 paid holidays for administrators and supportive staff and extra instructional days scheduled beyond the number required by state law.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF FIRST READING OF FOUNDATION/COLLEGE COMPREHENSIVE INVESTMENT POLICY**

The administration recommended the Board accept for First Reading the Investment Policy of the Kankakee Community College Foundation as presented. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to accept for First Reading the Investment Policy. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF CONTRACT/AWARD AND AUTHORIZATION TO PURCHASE**

The administration recommended the Board approve the awarding of bids for college catalog printing and asbestos abatement projects as presented. Motion was made by Mr. Frey and seconded by Mr. Marek to approve the contract bid awards as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**RESOLUTION DECLARING INTENT TO ISSUE FUNDING BONDS**

The administration recommended the Board approve the resolution declaring its intent to issue funding bonds and provide permission to proceed with public notice requirements, and the establishment of a public hearing on said matter to be held on December 10, 2007 at 5:00 p.m. Motion was made by Mr. Marek and seconded by Mr. Martin to approve the resolution and authorize such action of notice publication and hearing as presented. On voice vote, the motion was unanimously approved.

**REQUEST FOR APPROVAL OF A COMPUTER INFORMATION SYSTEMS (CIS) 14 HOUR CERTIFICATE IN COMPUTER NETWORKS AND A 12 HOUR CERTIFICATE IN COMPUTER SECURITY**

The administration recommended the Board approve the 14 hour Certificate in Computer Networks as well as the 12 hour Certificate in Computer Security. . Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the Computer Information Systems certificate programs as presented. On voice vote, the motion was unanimously approved.

**REQUEST FOR APPROVAL OF A COSMETOLOGY A.A.S. AND 49 HOUR CERTIFICATE OF ACHIEVEMENT IN COSMETOLOGY.**

The administration recommended the Board approve the Cosmetology A.A.S. as well as the 49 hour Certificate of Achievement in Cosmetology. . Motion was made by Mr. Frey and seconded by Mrs. Meents to approve the Cosmetology A.A.S. and certificate program as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**RESOLUTION REGARDING ESTIMATED AMOUNTS TO BE LEVIED FOR THE YEAR 2007**

The administration recommended the Board approve the resolution for estimated amounts to be levied for the year 2007, permission to proceed with public notice requirements, and the establishment of a public hearing regarding the tax levy on December 10, 2007 at 5:00 p.m. Motion was made by Mr. Frey and seconded by Mr. Marek to approve the resolution 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.

Board members are to report to Mr. Frey their position on the proposal from Danville. Mrs. Meents extended the thanks of the Board to Kari Sargeant and the marketing and media staff for the recognition event. Mr. Hoekstra extended the Board's congratulations and support to the Lady Cavaliers basketball team.

### **PURCHASE ORDER REQUISITIONS OVER \$5,000**

The administration presented eight (8) purchase order requisitions over \$5,000 for Board approval. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the eight (8) purchase order requisitions over \$5,000 as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **SHORT TERM INVESTMENTS**

The administration presented short-term investments issued October 1, 11, 16, 22, 29 and 31, 2007. Motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the investments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **RECONCILED CASH BY FUND & INVESTMENT & FINANCIAL SUMMARY**

The administration presented the reconciled cash report for September 30, 2007, and the Investment and Financial Summary report for October 31, 2007. Motion was made by Mr. Hoekstra and seconded by Mr. Frey 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 \$2,191,545.16 were presented for Board review. Motion was made by Mr. Marek and seconded by Mrs. Meents to approve the bill summary and payments 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 and probable or pending litigation pursuant to Sections 2-c-1 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Marek. 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 6:35 p.m. The Board returned at 6:50 p.m. Motion was made by Mr. Hove 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. Frey to approve matters of personnel – Items 1-6 as presented and recommended by the administration as enumerated below:

Matters of Personnel:

- (1) Approval of Adult Education Contract(s)
- (2) Approval of Student Employment
- (3) Approval of Corporate and Continuing Education Contracts
- (4) Approval of Additions to the Instructional Assignment List, Credit Division, for Fall 2007 Semester
- (5) Resignation(s) and Termination(s)
- (6) Employment and Transfer of 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 6:53 p.m. was made by Mr. Martin and seconded by Mr. Frey . On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Clerk

Approved:

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Chairman

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Secretary