

KANKAKEE COMMUNITY COLLEGE
District 520

February 19, 2008

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:05 p.m. in the Board Room on campus. Those in attendance were:

Mr. Hugh E. VanVoorst, Chairman
Mr. Jerald W. Hoekstra, Vice Chairman
Mr. Richard Frey
Mr. Brad Hove
Mr. Patrick Martin (arrived at 5:50 p.m.)
Mrs. Betty Meents

Also attending:

Dr. Girard W. Weber, President
Administrative Staff

President Weber introduced Cathy Robinson, Dean of Student Services to the Board. On behalf of the Board of Trustees, Chair VanVoorst welcomed Dean Robinson to Kankakee Community College.

*** INDICATES APPROVAL OF MINUTES FROM THE JANUARY 14, 2008, BOARD MEETING AND THE FEBRUARY 19, 2008, CONSENT AGENDA ITEMS**

* By consent, motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the Minutes from January 14, 2008, Board meeting and the February 19, 2008, Consent Agenda Action Items 1 through 3 as follows:

*** APPROVAL OF PARTICIPANT ADDITIONS TO TITLE A1, 1D AND 1Y PROGRAMS**

The administration recommended nine (9) participant additions to the programs.

***RECOMMENDATION FOR TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the five (5) staff member in compliance with the Board's Tuition/Course Reimbursement Policy.

*** APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for a hematology analyzer, training/teaching mannequin for radiology, and for three vehicles – 15 & 12 passenger vans, and a 5-passenger hybrid automobile. President Weber advised that the bid specifications shall be written to include non-hybrid vehicles.

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Meents, VanVoorst
NAYS: None
Motion Carried

APPROVAL OF PURCHASE OF THE INFORMER REPORTING TOOL FOR DATATEL COLLEAGUE SYSTEM

The administration recommended the Board approve the purchase of the Informer reporting tool from Entrinsik for use in providing reporting capabilities from our administrative system from Datatel. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve the purchase of the Informer reporting tool from Entrinsik for use in providing reporting capabilities from our administrative system from Datatel. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Meents, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF PURCHASING POLICY FOR ENERGY EFFICIENT PRODUCTS

The administration recommended the Board approve the Purchasing Policy for Energy Efficient Products as presented. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the Purchasing Policy for Energy Efficient Products as presented. On voice vote, the motion was unanimously approved.

APPROVAL OF POLICY SUPPORTING THE OPERATIONS OF THE KANKAKEE COMMUNITY COLLEGE FOUNDATION, INC

The administration recommended the Board approve the Policy Supporting the Operations of the Kankakee Community College Foundation, Inc as presented. Motion was made by Mr. Frey and seconded by Mrs. Meents to approve the Policy Supporting the Operations of the Kankakee Community College Foundation, Inc, as presented. On voice vote, the motion was unanimously approved.

AWARDING OF BIDS

The administration recommended the Board approve awarding the bids for the oscilloscopes and skid steer as presented. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to approve awarding the bids as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Meents, VanVoorst

NAYS: None

Motion Carried

RECOMMENDATION FOR TUITION INCREASE

The administration recommended an increase of \$3 in the current tuition rate to \$66 resulting in a total tuition and fee rate of \$72 before lab fees, effective summer term 2008. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the tuition increase as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Meents, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF REVISIONS TO COURSE FEES LIST

The administration recommended the Board approve the course fee revisions as presented. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents to approve the course fee revisions as presented. On voice vote, the motion was unanimously approved.

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

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

NAYS: None

Motion Carried

SHORT TERM INVESTMENTS

The administration presented short-term investments issued January 15, 23 and 30, 2008. Motion was made by Mrs. Meents and seconded by Mr. Hove to approve the investments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

RECONCILED CASH BY FUND & INVESTMENT & FINANCIAL SUMMARY

The administration presented the reconciled cash report for December 31, 2007, and the Investment and Financial Summary report for January 31, 2008. 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 \$1,886,105.49 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, 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 collective negotiating pursuant to Sections 2-c-1 and 2-c-2 of the Illinois Open Meetings Act. Motion was made by Mr. Frey and seconded by Mr. Martin. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 6:05 p.m. The Board returned at 7:10 p.m. Motion was made by Mr. Hove and seconded by Mr. Frey to reconvene the Board meeting. On voice vote, the motion was unanimously approved.

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

Matters of Personnel:

- (1) Approval of Student Employment
- (2) Approval of Adult Education Contracts
- (3) Approval of Corporate and Continuing Education Contracts
- (4) Full-Time Credit Division Overload Summary for 2007-2008
- (5) Full-Time Credit Division Spring, 2008, Load Summary
- (6) Recommended Overload Payments to 12-month Instructional Administrators
- (7) Approval of Part-Time Instructional Assignment List, Credit Division,
For Fall Semester, 2007
- (8) Approval of the Part-Time Instructional Assignment List, Credit Division,
For Spring Semester, 2008
- (9) Resignation(s)
- (10) Approval of New Position Description
- (11) Employment Matters
- (12) Awarding of Tenure and Reemployment of Non-Tenured Faculty

On roll call, the vote was:

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

NAYS: None

Motion Carried

ORGANIZATIONAL REVIEW

Motion was made by Mr. Hove and seconded by Mr. Martin to approve the job description for the Vice President of Innovation, Planning and Sustainability as presented and authorize a search to begin for said position. On roll call, the vote was:

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

NAYS: None

Motion Carried

SEMI-ANNUAL REVIEW OF PRESIDENT'S GOALS AND EVALUATION

Further review of President's goals was held as well as a review of the existing contract terms. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the contract for President Girard 'Jerry' Weber as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn Board Meeting at 7:13 p.m. was made by Mr. Hove and seconded by Mr. Hoekstra. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Clerk

Approved:

Chairman

Secretary