

KANKAKEE COMMUNITY COLLEGE
District 520

March 10, 2008

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:03 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
Mrs. Betty Meents
Rainie Themer, Student Representative to the Board

Also attending:
Dr. Girard W. Weber, President
Administrative Staff

* By consent, motion was made by Mr. Frey and seconded by Mr. Hove to approve the Minutes from February 19, 2008, Board meeting and the March 10, 2008, Consent Agenda Action Items (*) 2 through 6 as follows:

*** APPROVAL OF PARTICIPANT ADDITIONS TO TITLE A1, 1D AND 1S PROGRAMS**
The administration recommended six (6) participant additions to the programs.

***RECOMMENDATION FOR TUITION/COURSE REIMBURSEMENT**
The administration recommended the Board approve reimbursement payment to the three (3) staff member in compliance with the Board's Tuition/Course Reimbursement Policy.

*** 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 year 2008-09.

*** APPROVAL OF PERMIT APPLICATION**
The administration recommended the Board approve the permit application for the April 12, 2008, activity as presented.

*** APPROVAL OF REQUEST TO BID**
The administration recommended the Board approve soliciting bids for refinishing the gym floor, the radio transmitter, and the Health Careers Center furniture package

On roll call, the vote was:

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

Coach David Holstein was recognized for his achievement by the Board of Trustees. He thanked the Board for their support and stated his appreciation of the Board members and his honor in providing service to Kankakee Community College.

RESOLUTION HONORING KANKAKEE COMMUNITY COLLEGE COACH DAVID HOLSTEIN

The administration recommended the Board of Trustees execute the Resolution honoring Coach David Holstein for his induction into the National Junior College Athletic Association Region IV Hall of Fame. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the Resolution as presented. On roll call, the vote was:

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

APPROVAL TO BID PROPERTY AND CASUALTY INSURANCE PROGRAMS

The administration revised its recommendation to the Board that the programs be reviewed on a five-year basis or as needed. Motion was made by Mr. Marek and seconded by Mr. Hoekstra to revisit the matter of bid letting for property and casualty insurance programs in two years. On roll call, the vote was:

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

APPROVAL TO BID AND AWARD ALL EQUIPMENT, SOFTWARE AND SERVICES REQUIRED TO COMPLETE THE EMERGENCY NOTIFICATION SYSTEM

The administration recommended the Board approve bidding and awarding all equipment, software and services required to complete the Emergency Notification System for a cost not to exceed \$95,000. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to approve the bidding and subsequent award of equipment, software and services at a cost not to exceed \$95,000 for completion of the Emergency Notification System as presented. On roll call, the vote was:

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

APPROVAL TO CONTRACT FOR CONVERSION OF KCC WEB SITE CONTENT MANAGEMENT SYSTEM

The administration recommended the Board approve contracting with Consejo, Inc to complete the conversion of the Content Management System at a cost not exceed \$65,000. Motion was made by Mrs. Meents and seconded by Mr. Frey to approve a contract with Consejo, Inc., to complete the conversion of the Content Management System at a cost not to exceed \$65,000 as presented. On roll call, the vote was:

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

RECOMMENDATION FOR STUDENT FEE INCREASE

The administration recommended the Board approve an increase of \$2 in the current activity fee to \$8 resulting in a total tuition and fee rate of \$74 before lab fees, effective summer term 2008. Motion was made by Mr. Hove and seconded by Mr. Marek to approve the student fee increase of \$2 effective summer term 2008, as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, 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 three (3) purchase order requisitions over \$5,000 for Board approval. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the three (3) 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 February 8, 12, and 29, 2008. 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, Meents, VanVoorst

NAYS: None

Motion Carried

RECONCILED CASH BY FUND & INVESTMENT & FINANCIAL SUMMARY

The administration presented the reconciled cash report for January 31, 2008, and the Investment and Financial Summary report for February 29, 2007. Motion was made by Mr. Frey and seconded by Mr. Marek 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 \$3,523,606.12 were presented for Board review. Motion was made by Mr. Marek and seconded by Mr. Hove to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, 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, real property, and the semi-annual review of closed session minutes pursuant to Sections 2-c-1, 2-c-2, 2-c-5, and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Frey and seconded by Mr. Marek. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:34 p.m. The Board returned at 6:14 p.m. Motion was made by Mr. Frey and seconded by Mr. Hove 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 1-7 as presented and recommended by the administration as enumerated below:

Matters of Personnel:

- (1) Approval of Student Employment
- (2) Approval of Corporate and Continuing Education Contracts
- (3) Approval of Part-Time Instructional Assignment List Revisions, Credit Division,
For Fall Semester, 2007
- (4) Approval of the Part-Time Instructional Assignment List, Credit Division,
For Spring Semester, 2008
- (5) Resignation(s)/Termination(s)
- (6) Employment Matters
- (7) Salary and Fringe Benefit Program for Supportive Staff and Administrators

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Meents, VanVoorst

NAYS: None

Motion Carried

REMINDER OF CONFIDENTIALITY OF CLOSED SESSION DISCUSSIONS AND SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

President Weber provided a review of the closed session discussion minutes for the following meeting dates: July 9, July 23, August 13, September 11, October 8, November 12, and December 10, 2007, and January 14 and February 19, 2008. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the closed session minutes and authorize their release for the following meeting dates: July 9, July 23, August 13, September 11, October 8, November 12, and December 10, 2007, and January 14 and February 19, 2008. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Meents, VanVoorst

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn Board Meeting at 6:17 p.m. was made by Mr. Frey and seconded by Mr. Hoekstra. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Clerk

Approved:

Chairman

Secretary