

KANKAKEE COMMUNITY COLLEGE  
District 520

February 16, 2010

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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 (departed while in closed session 5:50-6:18 pm)

Mr. J. Dennis Marek, Secretary

Mr. Richard Frey

Mr. Brad Hove

Mr. Patrick Martin

Mrs. Betty Meents

Also attending:

Dr. John Avendano, President

Administrative Staff

#### **PUBLIC COMMENT**

Comment was made by a faculty member about the recognition dinner and communications.

#### **BOARD RECOGNITION**

The Board recognized and thanked the members of the Brother to Brother (B2B) Club – Kent Wade, Ben Garcia, Marius Anthony, Joe Lightfoot, Dan Harris and Ken Crite under the leadership of Cathy Robinson, Dean of Student Services.

#### **APPROVAL OF MINUTES**

The Recording Secretary presented the Public Hearing Record of January 11, 2010, the Minutes from the January 11, 2010, Board meeting, and the Meeting Minutes of the Committee of the Whole Planning Meeting of February 5, 2010, for approval. Motion was made by Mr. Marek and seconded by Mr. Hove to approve the minutes as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

#### **APPROVAL OF CONSENT AGENDA ITEMS (\* indicates Consent Agenda Items)**

The consent agenda items were presented for approval. By consent, motion was made by Mr. Frey and seconded by Mr. Hove to approve the February 16, 2010, Consent Agenda Action Items 1 through 3 as follows:

#### **\* APPROVAL OF 1A, 1AS, 1D, 1DS, 1DQS and 1Y PROGRAM PARTICIPANTS**

The administration recommended thirty-two (32) participant additions to the programs.

#### **\* APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for replacement of servers and heating, ventilation and air conditioning (HVAC) renovations – phase I.

**\* APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the grant awards from The Workforce Board totaling \$764,584 as presented:

- Trade Adjustment Assistance - \$254,730
- TAA, National Emergency - \$40,000
- American Recovery and Reinvestment Act for Kankakee County - \$250,649
- 1A-Adult Services for Kankakee County - \$68,701
- 1Y-Youth Services - \$7,360
- Youth Program Services - \$36,693
- ARRA for Dislocated Workers for Livingston County - \$83,550
- 1A-Adult Services for Livingston County - \$22,901

On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE**

The administration recommended the Board approve awarding the bid for printing of the Corporate and Continuing Education schedules (3 maximum) to Woodward Printing Service, Platteville, WI, for first issue at \$6,440 and maximum of three for \$19,320 and the replacement of network switches to Sentinel Technologies, Downers Grove, IL, for \$55,463.00 as bid. Motion was made by Mr. Frey and seconded by Mr. Martin to approve awarding the bids as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF RECOMMENDED ADDITIONS, DELETIONS AND REVISIONS TO THE COURSE FEES LIST**

The administration recommended the Board approve the course fees as presented effective Summer 2010. Motion was made by Hoekstra and seconded by Mrs. Meents to approve the course fees list as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF TUITION INCREASE**

The administration recommended the Board approve an increase of \$13 in the current tuition rate to \$89 and the implementation of a \$2 per credit hour technology fee resulting in a total tuition and fee rate of \$99, before lab fees, effective Summer Term, 2010. Motion was made by Mr. Marek and seconded by Mr. Frey to approve the tuition increase and technology fee as presented effective Summer Term, 2010. On roll call, the vote was:

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

NAYS: None  
Motion Carried

**APPROVAL TO SOLICIT BIDS FOR PROPERTY, CASUALTY AND LIABILITY INSURANCE PROGRAMS**

The administration recommended the Board approve the solicitations of bids for the property, casualty and liability insurance programs. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents to approve the bid solicitation as presented. On roll call, the vote was:

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

**REAFFIRMATION OF THE MISSION, VISION AND PHILOSOPHY OF KANKAKEE COMMUNITY COLLEGE**

The administration recommended the Board reaffirm the Mission, Vision and Philosophy of Kankakee Community College as presented. Motion was made by Mrs. Meents and seconded by Mr. Hoekstra to approve the reaffirmation of the Mission, Vision and Philosophy of Kankakee Community College as presented. On roll call, the vote was:

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

**ACCEPTANCE/APPROVAL OF FIRST READING OF BOARD POLICY – COOPERATIVE AGREEMENT AND CHARGEBACK POLICY**

The administration recommended the Board accept the proposed Cooperative Agreement and Chargeback Policy as a first reading in preparation for a second reading as an action item to be presented to the Board at a later date, or in the alternative, the Board shall waive a second reading and approve said Cooperative Agreement and Chargeback Policy as presented. Motion was made by Mr. Marek and seconded by Mr. Martin to waive a second reading and to approve the Cooperative Agreement and Chargeback Policy as presented. On roll call, the vote was:

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

**CONSIDERATION AND ACTION ON A RESOLUTION PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION COMMUNITY COLLEGE BONDS FOR THE COLLEGE**

The administration recommended the Board adopt the Resolution providing for the issuance of \$3,000,000 General Obligation Community College Bonds, Series 2009, for Kankakee Community College District No. 520, Counties of Kankakee, Will, Grundy, Livingston, Ford and Iroquois and State of Illinois, and the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve and adopt the resolution as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, Meents, VanVoorst  
NAYS: None

Motion Carried

President Avendano provided his oral report to the Board, and ICCTA Representative Frey presented an oral report to the Board. Information Items were reviewed.

**APPROVAL OF SHORT TERM INVESTMENTS**

The administration presented short-term investments issued January 19 and January 27, 2010. 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

**APPROVAL OF FINANCIAL REPORTS (subject to audit)**

The administration presented the reconciled cash report for December 31, 2009, and the Investment and Financial Summary report for January 31, 2010. Motion was made by Mr. Frey and seconded by Mr. Hove to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On voice vote, the motion was unanimously approved.

**APPROVAL OF BILL SUMMARY AND PAYMENTS**

Bills totaling \$3,069,123.86, fourteen (14) purchase order requisitions over \$5,000, and a special bill totaling \$160.00 were presented for Board review. Motion was made by Mr. Frey and seconded by Mr. Martin 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 was scheduled to go into closed session for the purpose of discussing matters of personnel, collective negotiating 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 Mr. Martin 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 5:50 p.m. The Board returned at 6:18 p.m. Motion was made by Mr. Hove and seconded by Mr. Martin 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. Martin to approve matters of personnel – Items 1-9 as presented and recommended by the administration as enumerated below:

Matters of Personnel:

- (1) Approval of Corporate and Continuing Education Contracts
- (2) Approval of Student Employment Matters
- (3) Approval of Employment Matters
- (4) Approval of Full-Time Credit Division Overload Summary for 2009-10
- (5) Approval of Payment to Instructor, Credit Division, for Fall Semester, 2009
- (6) Approval of Payment to Instructor, Credit Division, for Spring Semester, 2010
- (7) Approval of Additions to the Part-Time Instructor List, Credit Division, Spring Semester, 2010
- (8) Approval for Payroll and Payment Authorizations to Youth Participation in KCC's Youth Program Services and WIA Youth Program in Livingston County
- (9) Approval of Tenure Awards and Re-employment of Non-Tenured Faculty

On roll call, the vote was:

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

NAYS: None

Motion Carried

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:19 p.m. was made by Mr. Martin and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

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Chairman

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Secretary