

KANKAKEE COMMUNITY COLLEGE
District 520

June 9, 2014

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 physically in attendance were:

Mr. Jerald W. Hoekstra, Chair
Mr. Bradley W. Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mr. Richard Frey
Mrs. Betty Meents
Mr. William Orr
Mr. Todd Widholm
Shavez Rosenthal, Student Representative to the Board

Also attending:

Dr. John Avendano, President
Mr. Robert LaBeau, Legal Counsel
Administrative Staff

There was no public comment or changes to the published agenda.

The Board was scheduled to go into closed session for the purpose of discussing collective negotiating matters pursuant to Section 2-c-2 of the Illinois Open Meetings Act. Motion was made by Mr. Frey and seconded by Mr. Martin to convene to closed session. On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra
NAYS: None
Motion Carried

The Board went into closed session at 5:02 p.m. The Board returned at 5:05 p.m. Motion was made by Mr. Widholm and seconded by Mr. Frey to reconvene the Board meeting. On voice vote, the motion was unanimously approved.

MATTERS OF COLLECTIVE NEGOTIATING

The Board reviewed matters of collective negotiating presented in closed session. Board Chair Hoekstra expressed the Board's thanks to the faculty and staff who worked as a team to negotiate the contract terms. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the Agreement between the Board of Trustees of Kankakee Community College and the KCC Faculty Association Council of American Federation of Teachers, Local 604, AFL-CIO for academic years 2015-2018 as presented. On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra
NAYS: None
Motion Carried

The contract was subsequently signed by Chair Hoekstra and Faculty Chair Steve DePasquale.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the May 12, 2014, Board meeting for approval. Motion was made by Mrs. Meents and seconded by Mr. Orr to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra

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. Hove and seconded by Mr. Frey to approve the June 9, 2014, Consent Agenda Action Items 1 through 7 as follows:

*** APPROVAL OF 1D PROGRAM PARTICIPANTS**

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

*** APPROVAL OF CHARGEBACK REQUEST**

The administration recommended one (1) student chargeback request for out-of-district tuition support for the student to attend a recognized community college in Illinois for the academic year 2014-2015.

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the one employee in compliance with the Board's Tuition/Course Reimbursement Policy.

*** APPROVAL TO ACCEPT GRANT AWARD AND REQUEST TO BID**

The administration recommended the Board accept the Illinois School Security award of \$64,304.40 and approve soliciting bids for the security project as presented.

*** UPDATE ON BUDGET PREPARATION AND REQUEST TO OPERATE WITHIN BUDGET DRAFT**

The administration recommended the Board authorize the continuance of the operation of the college by making those expenditures required for normal operations, which includes salaries, approved contracts, utilities, maintenance, and supplies. for the period July 1, 2014, through budget adoption.

*** UPDATE ON THE PROPERTY, CASUALTY, LIABILITY, HEALTH, AND LIFE INSURANCE PROGRAMS**

The administration recommended the Board approve renewing existing insurance policies and binding the most cost-effective policies effective July 1, 2014.

*** APPROVAL OF PREVAILING WAGE RATES**

The administration recommended the Board approve the ordinance as presented effective June 30, 2014.

On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD

The administration recommended the Board approve awarding the bid for parking lot renovations at MITC to Gallagher Asphalt for \$333,988.35 (base) as well as \$43,903.75 (alternate) as bid. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve awarding the bid as presented.

On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF REVISION TO PERSONNEL POLICY & PROCEDURES

The administration recommended the Board approve the policy revision of 7.4 Tuition Reduction and Reimbursement with an effective date of July 1, 2014, as presented. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the personnel policy and procedures revisions as presented with an effective date of July 1, 2014. On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

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

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented short-term investments issued May 27 and May 28, 2014. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the investments as presented. On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for April 30, 2014, and the Investment and Financial Summary report for May 31, 2014. Motion was made by Mrs. Meents and seconded by Mr. Orr 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 \$4,022,974.34, twenty-seven (27) purchase order requisitions over \$5,000, and one (1) special bill totaling \$36,157.00 were presented for Board review. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of 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. Martin and seconded by Mr. Widholm to convene to closed session. On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

The Board went into closed session at 5:48 p.m. The Board returned at 6:18 p.m. Motion was made by Mr. Frey and seconded by Mr. Orr to reconvene the Board meeting. On voice vote, the motion was unanimously approved.

MATTERS OF PERSONNEL

The Board reviewed matters of personnel presented in closed session. By consent, motion was made by Mr. Widholm and seconded by Mr. Hove to approve matters of personnel – Items 1-8 as presented and recommended by the administration as enumerated below:

- (1) Approval of Continuing Education and Career Services Contracts
- (2) Approval of Student Employment
- (3) Approval of Adjunct Instructors, Credit Division, for Spring Semester, 2014
- (4) Approval of Request to Hire Associate Dean for Humanities & Social Sciences and Director of Adult & Continuing Education
- (5) Approval of Salary Program for Fiscal Year 2015
- (6) Approval of Administrative Contract Recommendations for Fiscal Year 2015
- (7) Approval of Employment Matters
- (8) Approval of Consultant

On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra

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. Widholm and seconded by Mr. Orr. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chair

Secretary