

KANKAKEE COMMUNITY COLLEGE
District 520

November 13, 2017

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 Hoekstra, Chair
Mr. Brad Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mrs. Catherine Boicken
Mr. Richard Frey
Mr. Bill Orr
Mr. Todd Widholm
Justin Hasselbring, Student Representative to the Board

Also attending:

Dr. John Avendano, President
Claire Chaplinski, Attorney
Administrative Staff

There was no public comment. There was no change to the published agenda.

The Board welcomed two new faculty members: Pat Bukowski, Assistant Professor, RN Nursing Program; and Meg Mahat, Assistant Professor, Chemistry & Physics.

BOARD EDUCATION

Julia Waskosky, Dean of Student Services, gave a presentation on Title IX.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the October 10, 2017 Board meeting for approval. Motion was made by Mrs. Boicken and seconded by Mr. Orr to approve the minutes as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONSENT AGENDA ITEMS (* indicates Consent Agenda Item)

The consent agenda items were presented for approval. By consent, motion was made by Mr. Martin and seconded by Mr. Frey to approve the November 13, 2017 Consent Agenda Action Items 1-3 as follows:

***APPROVAL OF 1A 1D AND 1Y-OS PROGRAM PARTICIPANTS**

The administration recommended the Board approve the participant additions to the 1A, 1D and 1Y-OS programs as presented.

***APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve the tuition reimbursement payments as presented.

***APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for a commercial rotary diesel mower.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF PROCESS TECHNOLOGY SOLUTIONS CERTIFICATE

The administration recommended the Board approve the submission of Form 20: Application for Permanent Approval Career and Technical Education Curriculum for a 14 credit Process Technology Solutions Certificate. Motion was made by Mr. Frey and seconded by Mr. Martin to approve the application for a Process Technology Solutions Certificate. On roll call the vote was:

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

NAYS: None

Motion Carried

ACCEPTANCE OF FIRST READING OF UPDATED BOARD POLICY MANUAL

The administration recommended the Board accept as a first reading the updated Board Policy Manual which was reviewed and discussed at the December 2, 2016 Committee of the Whole meeting. Motion was made by Mr. Orr and seconded by Mr. Widholm to accept the updated Board Policy Manual as a first reading in preparation for a second reading and approval. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF PROTECTION, HEALTH AND SAFETY PROJECT

The administration recommended the Board approve Protection, Health and Safety funds for implementation of the initial phase of replacing the Riverfront campus' central steam boiler plant and central air-cooled chiller plant. The initial phase of work is estimated at \$1,100,000. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the Protection, Health and Safety project in the amount of \$1,100,000. On roll call, the vote was:

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

NAYS: None

Motion Carried

RESOLUTION REGARDING ESTIMATED AMOUNTS TO BE LEVIED FOR THE YEAR 2017

The administration recommended the Board approve a resolution for estimated amounts to be levied for 2017, permission to proceed with public notice requirements, and the establishment of a public hearing regarding the tax levy on December 12, 2017. Motion was made by Mr. Orr and seconded by Mr. Frey to approve the resolution, proceed with public notice requirements and set the hearing date as described. On roll call, the vote was:

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

NAYS: None

Motion Carried

INFORMATION

President Avendano provided his oral report to the Board. He presented the Report from the Vice President for Instructional and Student Success regarding KCC's Associate of Science Degrees. He summarized the November ICCCP Retreat and meetings. Dr. Avendano thanked faculty and staff for the college's annual Veterans' Day celebration. This year a charitable basketball challenge also took place which raised funds for the Vet Club and Student Life. The Illinois State Bar Association held a new lawyer swearing-in ceremony on campus; the college also hosted this event in 2015.

Trustee Frey gave his report to the Board. He summarized the roundtable discussion at the November ICCTA meeting which focused on marketing, enrollment, new program development, and the BSN.

Student Trustee Hasselbring provided his report to the Board. Several student clubs volunteered at the Halloween Spooktacular, and over 200 community members attended the event. Student Life also participated in the charitable basketball challenge. He attended the recent ICCB-ISAC meeting where the students' decided their focus would be on MAP grants and the BSN degree.

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented the short term investments issued October 31, 2017. Motion was made by Mr. Martin and seconded by Mr. Orr to approve the short term investments. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for September 30, 2017, and the Investment and Financial Summary report for October 31, 2017. Motion was made by Mr. Frey and seconded by Mrs. Boicken 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 \$4,814,762.49, fifteen (15) purchase order requisitions over \$5,000, and one special bills in the amount of \$2,065.00 were presented for Board review. Motion was made by Mr. Orr and seconded by Mr. Martin to approve the bill summary and payments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, probable or pending litigation and semi-annual review of closed session minutes, pursuant to Sections 2-c-1, 2-c-11 and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Widholm and seconded by Mr. Hove to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 6:03 p.m. The Board returned at 6:10 p.m. Motion was made by Mrs. Boicken and seconded by Mr. Martin 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. Frey to approve matters of Personnel Items 1-5 as presented and recommended by the administration and enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval of Continuing Education and Career Services Contracts
- (4) Approval for Payroll and Payment Authorizations to Adult and Youth Participants in WIOA Work Experience Programs in Kankakee County
- (5) Approval of Full-Time Credit Division Overload Summary for Fall 2017

On roll call, the vote was:

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

NAYS: None

Motion Carried

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

President Avendano provided a review of the closed session discussion minutes for the following meeting dates: May 8, 2017, June 12, 2017, July 10, 2017, August 14, 2017, September 11, 2017 and October 10, 2017. Due to the continued need for confidentiality, Dr. Avendano recommended the Board approve the closed session minutes without release. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve the closed session minutes without release. On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, 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 6:14 p.m. was made by Mr. Widholm and seconded by Mrs. Boicken. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary