

KANKAKEE COMMUNITY COLLEGE  
District 520

February 12, 2018

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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 physically in attendance were:

Mr. Jerald Hoekstra, Chair  
Mr. Brad Hove, Vice Chair  
Mr. Patrick Martin, Secretary  
Mrs. Catherine Boicken  
Mr. Richard Frey  
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 one change to the published agenda.**

**BOARD EDUCATION**

Director Katelynn Ohrt gave a presentation on her Ag/Hort programs. The Board thanked her for her work and for her commitment to KCC's students.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the January 8, 2018 Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, 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. Hove and seconded by Mr. Widholm to approve the February 12, 2018 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 payment as presented.

**\*APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for restroom renovations and a digital radiography upgrade.

On roll call, the vote was:

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

NAYS: None

Motion Carried

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

The administration recommended the Board approve additions and revisions to the course fees effective Summer 2018. Motion was made by Mr. Frey and seconded by Mrs. Boicken to approve the additions and revisions as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF TUITION AND FEE INCREASE FOR FISCAL YEAR 2019**

The administration recommended the Board approve a tuition increase of \$3 per credit hour and a technology fee increase of \$4 per credit hour. Total tuition and mandatory fee level would be \$154 per credit hour effective Summer 2018. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the tuition and fee increase as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF EMERGENCY CLASSROOM REPAIR**

The administration recommended the Board give pre-approval to emergency electrical work needed to provide power to a classroom. This is a high priority project as the classroom is suddenly without power necessary for classroom instruction. Approval was granted not exceed \$30,000. Motion was made by Mr. Frey and seconded by Mr. Martin to pre-approve the emergency repair. On roll call, the vote was:

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

NAYS: None

Motion Carried

**INFORMATION**

President Avendano provided his oral report to the Board. He reported on the Census Day Enrollment head count and credit hour totals for Spring 2018. He shared Illinois' proposed legislation re: budget, consolidation and the BSN. KCC's 2018 commencement speaker will be Ed Emerson, who is an alum, former employee and one of the Fab 50. Dr. Avendano reported on upcoming college events, such as Cash Bash and Black History Month presentations. The food pantry's ribbon cutting and grand opening is scheduled for February 14, 2-3 pm in Room 307.

Trustee Frey gave his report to the Board. The next ICCTA meeting will take place March 9-10 in Lisle, and Lobby Day is scheduled for April 18 in Springfield. Mr. Frey encouraged trustees to follow the ICCTA emails and to contact legislators re: issues facing community colleges.

Student Trustee Hasselbring provided his report to the Board. Fun activities took place during Club Rush. Justin took part in an ICCB-SAC conference call where students discussed best practices for advertising campus events. He also took part in Chew & Chats on campus where he received input from KCC students. The basketball team's Pack the Place raised \$45 for soccer bleachers. A Chipotle fundraiser will take place on February 13, 4-8 pm at the Bradley location. The Culture of Caring committee is working to pilot a new program that may assist students before they withdraw.

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

The administration presented the reconciled cash report for December 31, 2017, and the Investment and Financial Summary report for January 31, 2018. 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.

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

NAYS: None

Motion Carried

**APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS**

Bills totaling \$2,025,183.10, sixteen (16) purchase order requisitions over \$5,000, and one special bill in the amount of \$5,564.00 were presented for Board review. Motion was made by Mr. Martin and seconded by Mr. Hove to approve the bill summary and payments as presented. On roll call, the vote was:

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

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 Mrs. Boicken and seconded by Mr. Widholm to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:56 p.m. The Board returned at 6:05 p.m. Motion was made by Mr. Martin and seconded by Mrs. Boicken 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 1-6 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 Youth Participants in WIOA Work Experience Program in Kankakee County
- (5) Approval of Tenure Awards and Re-Employment of Non-Tenured Faculty
- (6) Approval of Full-Time Credit Division Overload Summary for Spring 2018

On roll call, the vote was:

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

NAYS: None

Motion Carried

Dr. Avendano publicly thanked the full-time faculty contract negotiating team of Dr. Michael Boyd, VP Vicki Gardner and Mr. David Cagle.

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:07 p.m. was made by Mr. Hove and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

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Chairman

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Secretary