



**Kankakee Community College
Board of Trustees
July 8, 2019 – Agenda**

1. Call to Order/Roll Call.....Board Chair
2. Public Comment.....Board Chair
3. Introduction of Guests/Recognition..... Board Chair
 - Strategic Plan FY20-FY22 – Dr. Purva Rushi, Director of Institutional Research and Grants Development
4. Amendments or Changes to Published Agenda.....Board Chair
5. Approval of MinutesBoard Chair
 - May 14, 2019 – Public Hearing
 - June 10, 2019 – Board Meeting
6. Approval of Consent Agenda Action Items (**items preceded by asterisk**).....Board Chair
7. Approval of Action Items Remaining & Presentation of Information Items...Board Chair
 - A. Action Items
 - *(1) Approval of 1Y-OS Program Participants (A-1)
 - *(2) Approval of Tuition/Course Reimbursement (A-3)
 - (3) Approval of the Strategic Plan for FY20-FY22 (A-5)
 - (4) Approval of Actions for Recommended Fiscal Year 2020 Budget (A-7)
 - (5) Approval of Campus Master Plan (A-9)
 - B. Information Items
 - (1) President and Trustee Reports
 - (2) Census Day Enrollment Report – Summer 2019 (I-1)
8. Approval of Finance Items.....Board Chair
 - A. Finance Items
 - (1) Approval of Short Term Investments - none
 - (2) Approval of Financial Reports (subject to audit) (F-1)
 - ◆ Reconciled Cash By Fund – May 31, 2019
 - ◆ Investment and Financial Summary – June 30, 2019

- (3) Approval of Bill Summary and Travel Expenses (F-9)
 - ◆ Purchase Order Requisitions Over \$5,000
 - ◆ Special Bill(s)
 - ◆ AP Check Register

- 9. Convene to Closed Session.....Board Chair
- 10. Reconvene to Open Session.....Board Chair
- 11. Closed Session Action Items.....Board Chair
 - A. Personnel Matters pursuant to 5 ILCS 120/2(c)(1)
 - ◆ Approval of extension of Dr. Jose da Silva’s employment contract for the position of vice president for student affairs for a two year period from July 1, 2019 through June 30, 2021 at a salary of \$118,450.
 - ◆ Approval of Dr. Vicki Gardner’s employment contract for the position of vice president for business and administration and board treasurer for the period from July 1, 2019 through June 30, 2020 at a salary of \$161,973.
 - B. Probable or Pending Litigation pursuant to 5 ILCS 120/2(c)(11)

- 12. Adjournment.....Board Chair

ADMINISTRATIVE CONTRACT

Kankakee Community College
Kankakee, Illinois

The Board of Trustees of Community College District 520 of the Counties of Kankakee, Iroquois, Livingston, Grundy, Will and Ford, State of Illinois, hereby agrees to employ **DR. JOSE da SILVA as VICE PRESIDENT FOR STUDENT AFFAIRS** for the 2019-2020, 2020-2021 fiscal years. Each fiscal year shall begin on July 1 and end on June 30.

The administrator will be assigned duties which are consistent with his educational and experiential qualifications.

The administrator agrees to perform faithfully and to discharge all assigned duties to the satisfaction of the College, and to abide by all policies, rules, and regulations adopted by the Board of Trustees. The administrator further agrees to a reassignment or transfer at any time from this position to another position for which the administrator is qualified as determined by the college. In addition, the administrator's employment may be terminated, changed, or modified from time to time by the College in its sole discretion.

The annualized salary for the 2019-2020 fiscal year will be \$118,450. This salary shall not be reduced for the following fiscal year, while the administrator remains in the above-named position. In addition, the Board agrees to consider an increase of said salary for the following fiscal year based upon evaluation of performance.

On or before June 15, 2021, notification as to renewal of appointment will be given. Such renewal is neither automatic nor to be expected.

The administrator has ten days after the date of official board action as shown below to accept or reject this contract. If he fails to accept the offer within this time period, his position will be declared open.

Date

July 08, 2019

President

Chairman, Board of Trustees

Secretary, Board of Trustees

I accept the contract as described above.

_____ Yes _____ No

Date

Administrator

ADMINISTRATIVE CONTRACT

Kankakee Community College
Kankakee, Illinois

The Board of Trustees of Community College District 520 of the Counties of Kankakee, Iroquois, Livingston, Grundy, Will and Ford, State of Illinois, hereby agrees to employ **DR. VICKI GARDNER as VICE PRESIDENT FOR FINANCE & ADMINISTRATION AND BOARD TREASURER** for the 2019-2020 fiscal year. Each fiscal year shall begin on July 1 and end on June 30.

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