



KANKAKEE COMMUNITY COLLEGE
District 520

May 11, 2020

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:00 p.m. via Zoom. Those who attended virtually were:

Mr. Patrick Martin, Chair
Mr. Brad Hove, Vice Chair
Mr. Todd Widholm, Secretary
Mrs. Catherine Boicken
Mr. Richard Frey
Mr. Jerald Hoekstra
Ms. Daisy Solorzano, Student Representative

Also attending virtually:
Dr. Michael Boyd, President
Ms. Claire Chaplinski, Attorney
Administrative Staff

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

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the March 9, 2020 Board meeting for approval. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve the minutes as presented.
On roll call, the vote was:

AYES: Boicken, Hoekstra, Hove, Widholm
ABSTAIN: Martin
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. Hoekstra and seconded by Mrs. Boicken to approve the May 11, 2020 Consent Agenda Action Items 1-3 as follows:

***APPROVAL OF 1A AND 1D PROGRAM PARTICIPANTS**

The administration recommended the Board approve the participant addition to the 1A and 1D programs as presented.

***APPROVAL OF TUITION COURSE REIMBURSEMENT**

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

***APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for Cisco network switches at an estimated cost of \$40,000.

On roll call, the vote was:

AYES: Boicken, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

APPROVAL TO ACCEPT GRANT AWARD

The administration recommended the Board accept grant award from The Workforce Board for Trade Adjustment Assistance-Kankakee and Livingston Counties in the amount of \$3,198 for the period October 1, 2019 through June 30, 2020. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve the grant award as presented.

AYES: Boicken, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S)

The administration recommended the Board approve awarding the bid for a backup tape library upgrade in the amount of \$42,332 from CDW-G. Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to award the bid as presented.

AYES: Boicken, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

APPROVAL TO RELOCATE THE HVAC PROGRAM TO THE MANUFACTURING AND INDUSTRIAL TECHNOLOGY CENTER (MITC)

The administration recommended the Board approve the infrastructure work at the MITC to support the relocation of the HVAC academic program at an estimated cost of \$175,000. The project would be funded by bond funds currently on hand. Motion was made by Mr. Widholm and seconded by Mr. Hove to approve the relocation as presented.

AYES: Boicken, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

APPROVAL TO TEMPORARILY AMEND PASS/FAIL REQUIREMENT

The administration recommended the Board approve the temporary amendment to the pass/fail requirement, waiving the maximum of 10 semester hours of pass/fail credit to satisfy graduation requirements for students who were enrolled in Spring 2020. This acknowledges the challenges students faced in transitioning to all online instruction as a result of the coronavirus pandemic. Motion was made by Mr. Widholm and seconded by Mr. Hoekstra to approve the temporary amendment to the pass/fail requirement as presented.

AYES: Boicken, Hoekstra, Hove, Widholm, Martin

NAYS: None
Motion Carried

APPROVAL OF DISCLOSURE POLICIES AND PROCEDURES

The administration recommended the Board approve and adopt the college's disclosure policies and procedures with the following change to Section (b)5 as suggested and provided by bond counsel Chapman and Cutler, LLP:

If, in the Disclosure Officer's reasonable judgment, the Official statement does not include any untrue statement of a material fact or omit to state a material fact necessary in order to make the statements made in the Official Statement not misleading, the Official Statement may, in the reasonable discretion of the Disclosure Officer, be released for dissemination to the public; provided however, that the use of the Official Statement must be ratified, approved and authorized by the Board of Trustees of the District (the "Board").

Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to approve the disclosure policy and procedures as presented.

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

APPROVAL OF RESOLUTION HONORING STUDENT REPRESENTATIVE TO THE BOARD OF TRUSTEES

The administration recommended the Board approve and sign a resolution commending Daisy Solorzano for her service as Student Representative to the Board for the 2019-2020 academic year. Chair Martin and Dr. Boyd thanked Daisy for her hard work and student leadership. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the resolution as presented.

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

INFORMATION

The Board was introduced to Ariana Ramirez, the 2020-2021 Student Representative to the Board of Trustees. Ms. Ramirez is active in the Student Advisory Council and Phi Theta Kappa.

Dr. Boyd provided his report to the Board. He thanked the Board for their flexibility in moving to a virtual format. The majority of KCC's summer classes have moved online as well, and Academic Affairs is developing action plans for fall. Enrollment is trending downward, and Kari Nugent, Marketing & Public Relations Director, shared the social media marketing plan. The Class of 2020 commencement video will premiere on Friday May 15 at 4 pm on KCC's Facebook site and on the webpage, commencement.kcc.edu. Eligible students may now apply for CARES Act emergency funds; applications are available through the college's Office of Financial Aid. College Drive is being re-paved. Dr. Boyd thanked Chief Rich Soderquist for the positive first quarter incident report. A search is currently underway for the next Chief of Police due to Chief Soderquist's retirement later this summer. KCC's budget development is in process. Dr Boyd spoke with local legislators re: the state budget. KCC's legislative agenda is for state funding to be at the same level as last year and to carve out MAP funds. Dr. Boyd shared that the college received letters from partner hospitals

AMITA St. Mary's and Riverside thanking KCC for the use of masks and ventilators. These hospitals welcomed KCC students back to participate in clinicals, which ensured that students would be able to graduate on time.

Trustee Frey gave his report to the Board. The Illinois Community College Trustees Association held a recent teleconference in lieu of a physical meeting. Mr. Frey acknowledged that KCC is a key part of this community and a safety net in these difficult times. Chair Martin thanked Trustee Frey for all the work he does with ICCTA on behalf of the college.

SBOT Solorzano gave her report to the Board. Student Life initiated The Relaxation Battle Royale competition on Tik Tok. Students can win prizes by submitting videos featuring a relaxing tip for finals week. Ms. Solorzano thanked the Board for their encouragement and support throughout the past year.

APPROVAL OF FINANCIAL REPORTS – March 2020 (subject to audit)

The administration presented the Reconciled Cash Report for February 29, 2020 and the Investment and Financial Summary Report for March 31, 2020. Motion was made by Mr. Frey and seconded by Mr. Widholm to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm

ABSTAIN: Martin

NAYS: None

Motion Carried

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS – March 2020

Bills totaling \$3,245,347.01 and two (2) special bills totaling \$2,646 were presented for Board review. Motion was made by Mrs. Boicken and seconded by Mr. Widholm to approve the bill summary and payments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF FINANCIAL REPORTS – April 2020 (subject to audit)

The administration presented the Reconciled Cash Report for March 31, 2020 and the Investment and Financial Summary Report for April 30, 2020. 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 roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm

ABSTAIN: Martin

NAYS: None

Motion Carried

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS – APRIL 2020

Bills totaling \$3,888,104.07, twenty-one (21) purchase order requisitions over \$5,000, and one (1) special bill in the amount of \$330 were presented for Board review. Motion was made by Mr.

Hoekstra and seconded by Mrs. Boicken to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm, Martin
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, matters of real property, and semi-annual review of closed session minutes, pursuant to Sections 2-c-1, 2-c-11, 2-c-5 and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to convene to closed session. On roll call, the vote was:

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

The Board went into closed session at 5:55 p.m. The Board returned at 6:11 p.m. Motion was made by Mr. Hove and seconded by Mr. Hoekstra 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 Mrs. Boicken to approve Matters of Personnel Items 1-4 as presented and recommended by the administration and enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Payroll and Payment Authorization to Youth Participant in WIOA Work Experience Program in Kankakee County
- (3) Revision of the Full-Time Credit Division Overload Summary for Spring 2020
- (4) Approval of Credit Division Adjunct Instructor List for Summer Term 2020

On roll call, the vote was:

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

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

Dr. Boyd provided a review of the closed session discussion minutes for the following meeting dates: November 12, 2019, December 6, 2019, December 10, 2019, January 13, 2020, February 10, 2020 and March 9, 2020. Dr. Boyd recommended the Board approve the closed session minutes without release. Motion was made by Mr. Frey and seconded by Mr. Widholm to approve the closed session minutes without release. On roll call, the vote was:

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

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:15 p.m. was made by Mrs. Boicken and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chair

Secretary