

KANKAKEE COMMUNITY COLLEGE  
District 520

November 14, 2011

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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 in attendance were:

Mr. Hugh E. VanVoorst, Chairman  
Mr. Jerald W. Hoekstra, Vice Chairman  
Mr. Brad Hove, Secretary  
Mr. Richard Frey  
Mr. Patrick Martin  
Mrs. Betty Meents  
Mr. Todd Widholm  
Michael Nemeth, 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.**

**BOARD RECOGNITION**

The Board recognized and welcomed the newly hired, full-time faculty members to the college.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the October 11, 2011, Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Martin to approve the minutes as presented. On roll call, the vote was:

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

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. Frey and seconded by Mr. Hove to approve the November 14, 2011, Consent Agenda Action Items 1 through 3 as follows:

**\* APPROVAL OF 1A, 1D AND TGAAA PROGRAM PARTICIPANTS**

The administration recommended three (3) participant additions to the programs.

**\* APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the two (2) staff members in compliance with the Board's Tuition/Course Reimbursement Policy.

**\* APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board accept the grant awards as presented:

1. FY 2012 Career and Technical Education Innovation Grant - \$7,387;
2. FY 2012 Career and Technical Education Program Improvement Grant - \$18,753;
3. Career and Technical Education/Developmental Education Bridge Implementation Grant - \$10,000;
4. Illinois Community College Sustainability Network Grant - \$45,000; and,
5. Trade Adjustment Assistance Community College and Career Training Grant - \$408,963.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**RESCISSION OF APPROVAL TO PROCEED WITH ADDITIONAL PLANNING FOR THE EXTENSION CENTERS**

President Avendano informed the members the item was on the agenda for consideration pursuant to the request of a trustee after discussions with legal counsel. President Avendano clarified what had occurred at the October 11, 2011 meeting – the presentation by Mr. Demonica of DKA and the approval to continue the design phase of the North Extension Center and to solicit architectural proposals for the South Extension Center. Discussion held by the Board with the pros/cons reviewed on taking such an action. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to rescind the approval to proceed with additional planning for the extension centers previously approved by the Board on October 11, 2011. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL TO PROCEED WITH EXTENSION CENTERS**

The matter is being revisited so the Board may consider whether they would pursue the construction of a new facility at the North Extension Center. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to approve the solicitation of architectural designs for a new facility at the North Extension Center. On roll call, the vote was:

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

NAYS: None

Motion Carried

The administration recommended the Board approve the solicitation of architectural proposals for the South Extension Center. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve the solicitation of architectural proposals for the South Extension Center. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF RECOMMENDED 2012-2013 ACADEMIC CALENDAR**

The recommended calendar for 2012-13 was presented. This calendar is similar to calendars approved during the past years. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the 2012-13 Academic Calendar as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**ADOPTION OF THE TAX LEVY**

The administration recommended the Board adopt the tax levy as presented on the Certificate of Tax Levy. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve and adopt the tax levy for 2011 as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

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

**APPROVAL OF SHORT TERM INVESTMENTS**

The administration presented short-term investments issued October 4, 2011. Motion was made by Mr. Hove and seconded by Mrs. to approve the investments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

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

The administration presented the reconciled cash report for September 30, 2011, and the Investment and Financial Summary report for October 31, 2011. Motion was made by Mr. Frey and seconded by Mr. Martin 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 \$3,467,991.28, fifteen (15) purchase order requisitions over \$5,000, and one (1) special bill totaling \$9,989.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the bill summary and payments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, collective negotiating, real property, and probable or pending litigation pursuant to Sections 2-c-1, 2-c-2, 2-c-5, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Widholm and seconded by Mr. Martin to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 6:31 p.m. Mrs. Meents departed the meeting. The Board returned at 6:40 p.m. Motion was made by Mr. Martin and seconded by Mr. Frey 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, motion was made by Mr. Widholm and seconded by Mr. Martin to approve matters of personnel – Items 1-5 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 Full-Time Credit Division Overload Summary for Fall, 2011
- (4) Approval of Additions to the Adjunct Instructor List, Credit Division, Fall Semester, 2011
- (5) Approval of Employment Matters

On roll call, the vote was:

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

NAYS: None

Motion Carried

### **ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:42 p.m. was made by Mr. Widholm and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

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Chairman

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Secretary