

KANKAKEE COMMUNITY COLLEGE
District 520

February 13, 2012

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. Hugh E. VanVoorst, Chairman
Mr. Jerald W. Hoekstra, Vice Chairman
Mr. Brad Hove, Secretary
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

Mr. Dale Gerretse reviewed the auditor's letters with the Board of Trustees. Media staff then provided a presentation on social media tools used by the college for information. Mr. Dominic Demonica of DKA provided a power point presentation depicting drawings and information for site development of the North Extension Center (Rt. 50 North, Bradley, property). Mr. Demonica answered questions from President Avendano and the Board of Trustees.

There were no changes to the published agenda.

APPROVAL OF PUBLIC HEARING RECORD

The Recording Secretary presented the Public Hearing Record from the January 9, 2012, Notice of Intent to Sell Bonds for approval. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to approve the hearing record as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst
NAYS: None
Motion Carried

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the January 9, 2012, Board meeting for approval. Motion was made by Mr. Martin and seconded by Mrs. Meents to approve the minutes as presented. On roll call, the vote was:

AYES: 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. Widholm and seconded by Mr. Hoekstra to approve the February 13, 2012, Consent Agenda Action Items 1 through 3 as follows:

*** APPROVAL OF 1D PROGRAM PARTICIPANTS**

The administration recommended two (2) participant additions to the program.

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the one (1) staff member in compliance with the Board's Tuition/Course Reimbursement Policy.

*** REAFFIRMATION OF THE MISSION, VISION, CORE VALUES AND PHILOSOPHY OF KANKAKEE COMMUNITY COLLEGE**

The administration recommended the Board reaffirm the Mission, Vision, Core Values and Philosophy of Kankakee Community College as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF REQUEST TO PURCHASE COMPUTERS FROM DELL DIRECT

The administration recommended the Board approve the purchase of computers from Dell Direct in an amount not to exceed \$223,250. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the purchase of computers as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

CONSIDERATION AND ACTION ON A RESOLUTION PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION COMMUNITY COLLEGE BONDS, SERIES 2012

The administration recommended the Board adopt the Resolution providing for the issuance of \$3,000,000 General Obligation Community College Bonds, Series 2012, for Kankakee Community College District No. 520, Counties of Kankakee, Will, Grundy, Livingston, Ford and Iroquois, and State of Illinois, and the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. Motion was made by Mrs. Meents and seconded by Mr. Hove to approve the Resolution as presented and authorize the levy of a direct annual tax to pay for said bonds. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF RECOMMENDED ADDITIONS, DELETIONS AND REVISIONS TO THE COURSE FEES LIST

The administration recommended the Board approve the revisions to the course fees as presented effective Summer Term, 2012. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the revised course fees effective Summer Term, 2012, as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL TO PROCEED WITH A NEW NORTH EXTENSION CENTER

The administration recommended the Board approve the proposal from Demonica Kemper Architects to provide architectural services through the bidding process for a new facility at the North Extension Center location for a fee of \$360,175 and the submission of a Capital Project Application for this project with the ICCB. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to approve proceeding as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF TUITION INCREASE

The administration recommended the Board approve an increase of \$3 in the current tuition rate and an increase of \$3 in student fees resulting in a total tuition and fee rate of \$113, before lab fees, effective Summer Term, 2012. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the increase effective Summer Term, 2012, as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board, and Student Representative Nemeth presented an oral report to the Board. Information Items were reviewed.

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented short-term investments issued January 17, 2012. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the investments as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, Meents, Widholm

NAYS: None

ABSTAIN: VanVoorst

Motion Carried

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for December 31, 2011, and the Investment and Financial Summary report for January 31, 2012. Motion was made by Mr. Martin and seconded by Mr. Hove 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 \$3,104,047.31, twelve (12) purchase order requisitions over \$5,000, and one special bill totaling \$3,217.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: 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, probable or pending litigation and semi-annual review of closed session minutes pursuant to Sections 2-c-1, 2-c-2, 2-c-5, 2-c-11, and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 6:29 p.m. The Board returned at 6:52 p.m. Motion was made by Mr. Martin and seconded by Mr. Hove 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. Hoekstra to approve matters of personnel – Items 1- 8 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 2011-2012
- (4) Approval of Payment to Instructors, Credit Division, for Spring Semester, 2012
- (5) Approval of Additions to the Adjunct Instructor List, Credit Division,
for Spring Semester, 2012
- (6) Approval of Tenure Awards and Re-employment of Non-Tenured Faculty
- (7) Approval of Employment Matters
- (8) Approval of Position Description

On roll call, the vote was:

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

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: 9/12, 10/11, 11/14, 12/12, and 12/19, 2011, and 1/9/12. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the closed session minutes as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

No minutes approved were approved for release due to the continued need for confidentiality as determined by the Board upon advice of legal counsel.

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:53 p.m. was made by Mr. Widholm and seconded by Mr. Hoekstra. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary