

KANKAKEE COMMUNITY COLLEGE
District 520

May 14, 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. 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 thanked the students from the Early College Program.

The Board was scheduled to go into closed session for the purpose of discussing matters of collective negotiating pursuant to Section 2-c-2 of the Illinois Open Meetings Act. Motion was made by Mr. Hove and seconded by Mr. Frey 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 5:15 p.m. The Board returned at 5:19 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 COLLECTIVE NEGOTIATING

The Board reviewed matters of collective negotiating presented in closed session. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the Agreement between the Board of Trustees of Kankakee Community College and the KCC Adjunct Faculty Association Council of American Federation of Teachers, Local 604, ALF-CIO for academic years 2013-2016 effective 12:00 a.m. on May 15, 2012

On roll call, the vote was:

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

NAYS: None

Motion Carried

Kankakee Community College Adjunct Faculty Association Agreement signed by President Mary Decker and Board of Trustees Chair Hugh VanVoorst.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the April 16, 2012, 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: Frey, Hoekstra, Hove, Martin, Widholm, VanVoorst

NAYS: None

ABSTAIN: Meents

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. Martin to approve the May 14, 2012, Consent Agenda Action Items 1 through 5 as follows:

*** APPROVAL OF 1D PROGRAM PARTICIPANTS**

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

*** APPROVAL OF CHARGEBACK REQUEST**

The administration recommended one (1) student chargeback request for out-of-district tuition support for the student to attend a recognized community college in Illinois for the academic year 2012-2013.

*** 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 OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for the activities building sound system.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the five (5) Workforce Board awards as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

CHARGEBACK APPEAL

The administration recommended the Board deny the chargeback appeal. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to deny the chargeback appeal as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE

The administration recommended the Board approve awarding the bids recommended for approval as follows:

- ◆ Replacement of Servers – SWC Technology Partners - \$25,186;
- ◆ Replacement of Network Switches – Sentinel Technologies - \$11,271 (per unit) for a total of \$63,443 for multiple units;
- ◆ Virtualize a Student Computer Lab – Dell, Inc. - \$551.03 per unit for a total of \$17,632.96 for 32 units; and
- ◆ Heating, Ventilation, and Air Conditioning Renovations Phase III – Johnson Sheet Metal - \$854,000

all as bid. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to approve awarding the bids as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL TO PROCEED WITH A CAPITAL RENEWAL PROJECT

The administration recommended the Board approve proceeding with the Capital Renewal Project as presented above, and the submission of appropriate documents to the ICCB and to the Capital Development Board including the recommendation of DKA for architectural services. Motion was made by Mr. Frey and seconded by Mr. Martin to approve proceeding with the Capital Renewal Project as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF MESSAGE THERAPY CERTIFICATE PROGRAM

The administration recommended the Board approve the Massage Therapy Certificate Program. Motion was made by Mr. Martin and seconded by Mrs. Meents to approve the massage therapy certificate program as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ACCEPTANCE OF FIRST READING/APPROVAL OF POLICY RELATED TO LEED CONSTRUCTION STANDARDS

The administration recommended the Board review the policy for Facility Construction Standards as presented and accept it as a first reading in preparation for a second reading for approval. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the policy as a first reading as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ACCEPTANCE OF FIRST READING/APPROVAL OF REVISION TO PERSONNEL POLICIES & PROCEDURES

The administration recommended the Board review the policy revisions to the Selection Process and Family and Medical Leave as presented and accept the proposed revisions as a first reading in preparation for a second reading for approval. Motion was made by Mr. Martin and seconded by Mrs. Meents to approve the revisions to personnel policies and procedures as a first reading as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ACCEPTANCE OF FIRST READING OF THE RESOLUTION TO ESTABLISH THE KANKAKEE COMMUNITY COLLEGE POLICE DEPARTMENT

The administration recommended the Board review the Resolution to Establish the Kankakee Community College Police Department as presented and accept it as a first reading in preparation for a second reading for approval. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve the Resolution as a first reading as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented short-term investments issued April 11, 2012. Motion was made by Mr. Martin and seconded by Mr. Hoekstra 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 March 31, 2012, and the Investment and Financial Summary report for April 30, 2012. 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 voice vote, the motion was unanimously approved.

APPROVAL OF BILL SUMMARY AND PAYMENTS

Bills totaling \$3,855,293.72, seventeen (17) purchase order requisitions over \$5,000, and one special bill totaling \$31,020.00 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: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board, and ICCTA Representative Frey and Student Representative Nemeth presented oral reports to the Board.

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel pursuant to Section 2-c-1 of the Illinois Open Meetings Act. Motion was made by Mr. Frey and seconded by Mr. Hove 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 6:09 p.m. The Board returned at 6:52 p.m. Motion was made by Mr. Martin and seconded by Mr. Widholm 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. Hove and seconded by Mr. Frey to approve matters of personnel – Items 1-4 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 Adjunct Instructor List, Credit Division, Summer Term 2012
- (4) Approval of Employment Matters

On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:55 p.m. was made by Mr. Frey and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary