

KANKAKEE COMMUNITY COLLEGE
District 520

January 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
Taylor O'Connor, 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.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the December 11, 2012, Board meeting and the December 14, 2012, Committee of the Whole Planning Meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Hoekstra 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. Hove and seconded by Mr. Frey to approve the January 14, 2012, Consent Agenda Action Items 1 through 4 as follows:

*** APPROVAL OF 1A and 1D 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 four (4) 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 thirteen (13) digital copiers/printers and two (2) production grade copiers/printers.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the ICECF Grant award as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

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. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to reaffirm the mission, vision, core values and philosophy of KCC as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF SUSTAINABLE RESOURCE MANAGEMENT CERTIFICATE

The administration recommended the Board approve the Sustainable Resource Management Certificate Program. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the Certificate 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 O'Connor presented oral reports to the Board. Information Items were reviewed.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for November 30, 2012, and the Investment and Financial Summary report for December 31, 2012. Motion was made by Mrs. Meents and seconded by Mr. Hoekstra 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 \$2,967,949.51, thirteen (13) purchase order requisitions over \$5,000, and one (1) special bill totaling \$29,394.00 were presented for Board review. Motion was made by Mr. Frey 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

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, real property, business and probable or pending litigation pursuant to Sections 2-c-1, 2-c-5, 2-c-6, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin 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 5:25 p.m. The Board returned at 5:58 p.m. Motion was made by Mr. Martin and seconded by Mrs. Meents 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 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 Matters
- (3) Approval of Payment to Instructor, Credit Division, for Fall Semester, 2012
- (4) Approval of Adjunct Instructor List, Credit Division, for Fall Semester, 2012
- (5) Approval of Adjunct Instructor List, Credit Division, for Spring Semester, 2013
- (6) Approval for Payroll and Payment Authorizations to Youth Participant in WIA Youth Program in Livingston County
- (7) Approval of Position Description
- (8) 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 5:59 p.m. was made by Mr. Martin and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary