

KANKAKEE COMMUNITY COLLEGE
District 520

February 11, 2013

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
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.

BOARD RECOGNITION

The Board recognized and thanked Professor Kristine Condon and guests on the tenth anniversary of the Paralegal/Legal Assistant Studies program. Dominick Demonica of Demonica Kemper Architects provided a presentation on a facility for technology and other programs.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the January 14, 2013, Board 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: 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. Hoekstra and seconded by Mrs. Meents to approve the February 11, 2013, 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 one (1) employee 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 heating, ventilation, and

air conditioning renovations Phase IV project, classroom furnishings, machine tool and welding equipment and a package design prototyper.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the Trade Globalization Adjustment Assistance Act award as presented.

On roll call, the vote was:

AYES: 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 bid of network switches to Modern Enterprise Solutions for \$28,160.00, said total representing eight (8) units at \$3,520.00 each. Motion was made by Mr. Hove and seconded by Mr. Martin to approve awarding the bid 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 \$4.00 in the current tuition rate to \$117.00 per credit hour, before lab fees, effective Summer Term, 2013. Motion was made by Mr. Hoekstra and seconded by Mr. Widholm to approve the tuition increase as presented. 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 course fees as presented effective Summer 2013. Motion was made by Mr. Widholm and seconded by Mr. Hoekstra to approve the course fees as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL TO CLOSE ON THE PURCHASE OF THE TECHNOLOGY TRAINING CENTER

The administration recommended the Board approve authority for the President to sign all documents reasonable and necessary for the closing of the purchase of the property located at 2580 South Route 45/52, Kankakee, Illinois. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve and authorize the closing for the acquisition of said real property as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF LEASE FOR A SOUTH EXTENSION CENTER

The administration recommended the Board approve the renovation project and a lease with Riverside Medical Center as presented. The administration further recommended the Board approve submission of the associated materials to the Illinois Community College Board. Motion was made by Mrs. Meents and seconded by Mr. Widholm to approve the lease and document submission to ICCB as presented. On roll call, the vote was:

AYES: Hove, Meents, Widholm, VanVoorst

NAYS: None

ABSTAIN: Hoekstra, Martin

Motion Carried

President Avendano and Student Representative O'Connor presented oral reports to the Board. Information Item was reviewed.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for December 31, 2012, and the Investment and Financial Summary report for January 31, 2013. Motion was made by Mr. Hove 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 \$2,665,177.35, thirteen (13) purchase order requisitions over \$5,000, and one (1) special bill totaling \$6,807.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Martin 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, and probable or pending litigation pursuant to Sections 2-c-1, 2-c-2, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Hoekstra 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 6:46 p.m. The Board returned at 7:08 p.m. Motion was made by Mr. Martin 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 Mr. Hove 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 Revisions to Full-Time, Credit Division Overload Summary for 2012-13
- (5) Approval of Full-Time Credit Division, Overload Summary, Fall Semester, 2012
- (6) Approval of Payment to Instructor, Credit Division, for Spring Semester, 2013
- (7) Approval of Tenure Awards and Employment of Non-Tenured Faculty
- (8) Approval of Employment Matters

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL TO PROCEED WITH ARCHITECTURAL SERVICES FOR THE TECHNOLOGY TRAINING CENTER

The administration recommended the Board approve the proposal from Demonica Kemper Architects to provide architectural services and explore possibilities of cutting costs in the improvements through the completion of the Technology Training Center for a fee of \$330,000. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to approve the proposal to provide architectural services and explore possibilities of cutting costs in the improvements for a fee up to \$330,000 to Demonica Kemper Architects. On roll call, the vote was:

AYES: 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 7:52 p.m. was made by Mr. Hoekstra and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary