

KANKAKEE COMMUNITY COLLEGE
District 520

February 10, 2014

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. Jerald W. Hoekstra, Chair
Mr. Bradley W. Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mr. William Orr
Mr. Todd Widholm
Sydney Hartman, 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.

Chair Hoekstra welcomed Trustee Bill Orr to the Kankakee Community College Board of Trustees. Mr. Orr thanked everyone for the opportunity to serve the college.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the January 13, 2014, Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the minutes as presented. On roll call, the vote was:

AYES: Hove, Martin, Orr, Widholm, Hoekstra

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. Hove to approve the February 10, 2014, Consent Agenda Action Items 1 through 4 as follows:

*** APPROVAL OF 1A PROGRAM PARTICIPANT**

The administration recommended one (1) participant addition to the programs.

*** APPROVAL OF CHARGEBACK**

The administration recommended one (1) student chargeback request for out-of-district tuition support for the students to attend a recognized community college in Illinois for the academic year 2014-2015.

*** 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.

*** APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for heating, ventilation, and air conditioning renovations Phase V project and third (3rd) floor classroom furniture.

On roll call, the vote was:

AYES: Hove, Martin, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE

The administration recommended the Board approve awarding the bid for the parking lot project to Amp Electric for \$131,722.50 as bid. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve awarding the bid as presented. On roll call, the vote was:

AYES: Hove, Martin, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

APPROVAL TO PURCHASE LEARNING MANAGEMENT SYSTEM

The administration recommends the Board approve the purchase of the Learning Management System known as Canvas from Instructure Inc. as presented, at a total cost of \$242,490 over the fiscal years indicated. Motion was made by Mr. Widholm and seconded by Mr. Hove to approve the purchase as presented. On roll call, the vote was:

AYES: Hove, Martin, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF TUITION INCREASE

The administration recommended the Board approve an increase of \$8.00 in the current tuition rate resulting in a total tuition and fee rate of \$125.00, before lab fees, effective Summer Term, 2014. Motion was made by Mr. Hove and seconded by Mr. Orr to approve the tuition increase as presented. On roll call, the vote was:

AYES: Hove, Martin, Orr, Widholm, Hoekstra

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 2014. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the list as presented. On roll call, the vote was:

AYES: Hove, Martin, Orr, Widholm, Hoekstra
NAYS: None
Motion Carried

President Avendano provided his oral report to the Board and Student Representative Hartman presented oral reports to the Board. Information Items were reviewed.

NO SHORT TERM INVESTMENTS

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for December 31, 2013, and the Investment and Financial Summary report for January 31, 2014. 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 \$2,630,354.58, ten (10) purchase order requisitions over \$5,000, and one (1) special bill totaling \$3,611.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Orr to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Hove, Martin, Orr, Widholm, Hoekstra
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. Widholm to convene to closed session. On roll call, the vote was:

AYES: Hove, Martin, Orr, Widholm, Hoekstra
NAYS: None
Motion Carried

The Board went into closed session at 5:46 p.m. The Board returned at 6:25 p.m. Motion was made by Mr. Widholm and seconded by Mr. Martin 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. Orr 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 Full-Time, Credit Division, Overload Summary for 2013-2014
- (4) Approval of Revisions to the Full-Time, Credit Division, Overload Summary, Fall, 2013
- (5) Approval of Additions to Adjunct Instructor List, Credit Division, for

Spring Semester, 2014

- (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: Hove, Martin, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:26 p.m. was made by Mr. Hove and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chair

Secretary