

KANKAKEE COMMUNITY COLLEGE
District 520

September 14, 2015

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:03 p.m. in the Board Room on campus. Those physically in attendance were:

Mr. Jerald W. Hoekstra, Chair
Mr. Brad Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mrs. Cathy Boicken
Mr. Richard Frey
Mr. Bill Orr
Mr. Todd Widholm

Also attending:

Dr. John Avendano, President
Ms. Claire Chaplinski, Legal Counsel
Administrative Staff

There were no public comments or changes to the published agenda.

BOARD RECOGNITION AND EDUCATION

The Board recognized and thanked Kelly Myers, Executive Director of the KCC Foundation, and Foundation staff members Imani Cobb, Aindrea Hogan and Marcia Papineau. Appreciation was shown for their commitment to KCC students and for their efforts with donors and alumni.

The Board thanked Kelly Myers for her presentation on *Creating a Culture of Philanthropy*.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the August 10, 2015 Board meeting for approval. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

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

APPROVAL OF CONSENT AGENDA ITEMS (* indicates Consent Agenda Item)

The consent agenda items were presented for approval. By consent, motion was made by Mr. Martin and seconded by Mrs. Boicken to approve the September 14, 2015 Consent Agenda Action Items 1-4 as follows:

*** APPROVAL OF 1A AND 1Y-OS PROGRAM PARTICIPANTS**

The administration recommended the Board approve the participant additions to the 1A and 1Y-OS programs as presented.

***APPROVAL OF TUITION/COURSE REIMBURSEMENTS**

The administration recommended the Board approve reimbursement payments to Trisha Dandurand, Laura Gardner, Vicki Gardner, Jennifer Nikolic, and Deborah Renville.

***APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for the replacement of the roof over the lower section of the Activities building in the amount of \$103,000.

***APPROVAL OF REQUEST FOR PROPOSALS FOR THE PURCHASE OF WKCC91.1 FM RADIO STATION**

The administration recommended the Board approve the solicitation of competitive proposals for the purchase of WKCC 91.1 FM, and further authorized the college administration to negotiate terms of a proposed agreement to be presented to the Board for approval.

On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF ADOPTION OF BOARD POLICY ADDITION

The administration recommended the Board approve the second reading of Board policy addition 503.01 Fund Balance. The goal of said addition is to establish and maintain a fund balance of thirty-five percent of operating expenditures. Should the balance fall below twenty-five percent, based on audited data, the administration will develop a plan to restore the fund balance to thirty-five percent. Motion was made by Mrs. Boicken and seconded by Mr. Frey to approve and adopt the Board policy addition 503.01 Fund Balance as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

APPROVAL AND ADOPTION OF FISCAL YEAR 2016 BUDGET

The administration recommended the Board approve and adopt the Fiscal Year 2016 Budget with the following resolution: Therefore, Be It Resolved that the Fiscal Year 2016 Budget for Kankakee Community College District #520, as received by the Board of Trustees on September 14, 2015, and made available for public inspection, be adopted and put into effect for the period July 1, 2015 through June 30, 2016. Motion was made by Mr. Hove and seconded by Mr. Frey to approve and adopt the Fiscal Year 2016 Budget as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board. He reported on the state of the state and noted that the state budget may not pass until 2016. Thirty percent of KCC's revenue comes from state appropriations, and the college is looking at how budget implications will affect WIOA, MAP and Adult Education. Dr. Avendano and other community college presidents will meet with State

Treasurer Frerichs on September 18 to discuss the reinstatement of funding for building projects (ATEC). The Board was invited to attend the Open House and 5-year anniversary celebration of KCC's Agri-Hort program on September 24. In addition, the Board was invited to attend the annual KCC Foundation Scholarship Recognition Dinner on October 20. Dr. Avendano reported that Wallet Hub ranked KCC second in the state with respect to cost and finances, classroom experience, education outcomes, and career outcomes. He welcomed student representative Alphania Ambrose back to the Board after her summer back home in the Bahamas.

ICCTA Representative Frey presented his oral report to the Board. He thanked the college for the Transfer Fair being held on campus as it is a wonderful opportunity for students. Mr. Frey informed the Board that he attended the ICCTA meetings on September 11-12 in Springfield. The Board affirmed Mr. Frey's two-year term appointment as regional Chair for the South Suburban Community Colleges Trustees.

Student Representative Alphania Ambrose presented her report to the Board. She reported that there was a positive student response to the recent Club Rush held on campus. Ms. Ambrose also reported that she attended the ICCB/ISAT meeting in Springfield with approximately 150 student trustees.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for July 31, 2015, and the Investment and Financial Summary report for August 31, 2015. Motion was made by Mr. Frey and seconded by Mr. Orr to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

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

APPROVAL OF BILL SUMMARY AND PAYMENTS

Bills totaling \$2,726,494.81, twelve (12) purchase order requisitions over \$5,000, and one (1) special bill in the amount of \$225 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: Boicken, Frey, 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 and probable or pending litigation pursuant to Sections 2-c-1 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Frey and seconded by Mrs. Boicken to convene to closed session. On roll call, the vote was:

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

The Board went into closed session at 6:05 p.m. The Board returned at 6:19 p.m. Motion was made by Mrs. Boicken 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 was made by Mr. Widholm and seconded by Mr. Martin e to approve matters of Personnel Items 1-8 as presented and recommended by the administration as enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval of Full-Time Faculty Tenure Awards
- (4) Approval of Continuing Education and Career Services Contracts
- (5) Approval of Annual Load Summary for 11-month Instructor for Fall 2014-Summer 2015
- (6) Approval of Adjunct Instructor List, Credit Division, for Fall Semester 2015
- (7) Approval for Payroll and Payment Authorization to Dislocated Worker Participant in WIOA Work Experience Program in Kankakee County
- (8) Approval for Payroll and Payment Authorization to Youth Participants in WIOA Youth Programs in Kankakee and Livingston Counties

On roll call, the vote was:

AYES: Boicken, Frey, 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 6:20 p.m. was made by Mrs. Boicken and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary