

KANKAKEE COMMUNITY COLLEGE  
District 520

April 11, 2016

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A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:00 p.m. in the Iroquois 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  
Alphania Ambrose, Student Representative to the Board

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 EDUCATION**

Dr. Michael Boyd introduced new faculty members Bridget Bertrand-Essington and Elior Iseli, and tenured faculty members Jacqueline Billings, Jennifer Huggins, Roger Koerner, Mary Kyroutac and Stephanie Rayman. Dr. Boyd also introduced Scott Lemenager as the KCC Outstanding Part-Time Faculty Award Winner and Jessica Greminger as the KCC Outstanding Full-Time Faculty Award Winner. Dr. Avendano and Chair Hoekstra thanked the faculty for their dedication to the students. Foundation Executive Director Kelly Myers introduced Mr. Robert De Oliveira as the KCC Outstanding Alum Award Winner, and Dean Julia Waskosky introduced Abby Fischer as the new Student Representative to the Board.

### **APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the March 14, 2016 Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

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

ABSTAIN: Boicken

NAYS: None

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. Hove and seconded by Mr. Orr to approve the April 11, 2016 Consent Agenda Action Items 1-5 as follows:

**\* APPROVAL OF 1A and ID PROGRAM PARTICIPANTS**

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

**\*APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board accept the grant awards from The Workforce Board for 1) Youth Program – Livingston County in the amount of \$87,000; and 2) Trade Adjustment Assistance – Kankakee and Livingston Counties in the amount of \$6,670 for the period July 1, 2015 through June 30, 2016.

**\*APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve the reimbursement payments as presented.

**\*APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for replacement of servers and gymnasium fire alarm project.

**\*APPROVAL OF UPDATE OF JOINT AGREEMENT BETWEEN THE COLLEGE OF LAKE COUNTY AND KANKAKEE COMMUNITY COLLEGE**

The administration recommended the Board approve the joint agreement as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF ON-THE-JOB TRAINING (OJT) CONTRACTS**

The administration recommended the Board approve the OJT contracts with Monical's Pizza Corporation and CORE Construction. Motion was made by Mr. Frey and seconded by Mrs. Boicken to approve the OJT contracts as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF CONTRACT AWARD**

The administration recommended the Board approve the bid for the replacement of telephones to CablExpress in the amount of \$33,244. Approximately 150 telephones will be replaced in order to be compatible with software. Motion was made by Mr. Widholm and seconded by Mr. Orr to approve awarding the bid as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF A RESOLUTION HONORING STUDENT REPRESENTATIVE TO THE BOARD OF TRUSTEES**

The administration recommended the Board approve and issue a resolution commending Alphania Ambrose for her service as Student Representative to the Board. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the resolution 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 directed the Board's attention to the Instruction report, and Trustee Frey commended Dr. Boyd on his work. Dr. Avendano shared information from this year's American Association of Community College's national conference. He commended the nursing department on receiving official notice of their recent accreditation. He shared that KCC hosted a job fair on April 7 and will host the Economic Development Symposium on April 12. Dr. Avendano encouraged attendance at the ICCTA Annual Convention on June 3-4 in Springfield. The nurses' pinning ceremony will take place on May 13, and commencement will take place on May 14 with Dr. Karen Hunter Anderson of the ICCB as the guest speaker. He reminded the Board to file their Statement of Economic Interest by the May 1 deadline. He highlighted the *Registered Yet?* t-shirts as part of KCC's enrollment campaign. A miniature of the *Breezekeeper* sculpture was on display; installation will take place in the upcoming months. Dr. Avendano reported that trustees Martin, Hove and Widholm are up for 6-year terms and trustee Boicken is up for a two-year term in the April 4, 2017 Consolidated Election. He asked the Board to consider an electronic Board book format going forward. Chair Hoekstra asked for a cost comparison, which will be provided to the Board prior to the May meeting.

ICCTA Representative Frey presented his oral report to the Board. He encouraged the Board to participate in the Regional Trustees Meeting on April 21, 6-8, at Prairie State College.

Student Trustee Ambrose provided her report. *Running to Feed the World*, a 5K run/walk will take place on April 30, and a Second Chance Prom will take place on April 15. The Science Club held an engineering competition which culminated in an egg drop. Phi Theta Kappa students participated in the annual convention in Washington DC and will attend the annual awards banquet on April 1 in Springfield. SAC students will participate in Advocacy Day on April 20.

**APPROVAL OF FINANCIAL REPORTS (subject to audit)**

The administration presented the reconciled cash report for February 29, 2016, and the Investment and Financial Summary report for March 31, 2016. Motion was made by Mr. Hove and seconded by Mr. Martin 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 \$2,271,947.04, twelve (12) purchase order requisitions over \$5,000, and two (2) special bills totaling \$28,477.00 were presented for Board review. Motion was made by Mr. Orr and seconded by Mrs. Boicken 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, matters of business, and probable or pending litigation pursuant to Sections 2-c-1, 2-c-6 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mrs. Boicken and seconded by Mr. Martin 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 6:52 p.m. Motion was made by Mr. Frey 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. Start dates of EPIC instructors were incorrectly listed as September 8, 2016; the correct start dates were September 8, 2015. By consent, motion was made by Mr. Widholm and seconded by Mr. Hove to approve matters of Personnel Items 1-4 as presented and recommended by the administration and enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval of Continuing Education and Career Services Contracts
- (4) Approval for Payroll and Payment Authorization for Youth Participants in WIOA's Work Experience Programs in Livingston County

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 6:55 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:

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Chairman

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Secretary