

KANKAKEE COMMUNITY COLLEGE
District 520

May 9, 2016

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. 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 PRESENTATION

The Board thanked Craig Keigher and Kim Harpin for their presentation on KCC's Leadership Development Program (LDP) and recognized their work on the LDP committee.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the April 11, 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: Boicken, Frey, Hove, Martin, Orr, Widholm, Hoekstra

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. Martin and seconded by Mr. Widholm to approve the May 9, 2016 Consent Agenda Action Items 1-3 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 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 switches.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARDS

The administration recommended the Board approve awarding the bid for the replacement of servers to SWC Technology Partners in the amount of \$112,901 and the bid for the gymnasium fire alarm project to Excel Electric in the amount of \$64,000. Motion was made by Mr. Orr and seconded by Mrs. Boicken to approve the contract awards as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried.

ACCEPTANCE OF FIRST READING OF PURCHASING POLICY ADDITION

The administration recommended the Board review the purchasing policy addition, which would allow purchasing consortia to obtain reduced rates from vendors, and accept the proposed addition as a first reading in preparation for a second reading for approval. Motion was made by Mr. Frey and seconded by Mrs. Boicken to accept the proposed purchasing policy addition as presented as a first reading. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF A RESOLUTION HONORING FULL-TIME EMPLOYEES

The administration recommended the Board approve and issue resolutions honoring the following employees who have or will retire from full-time positions since June 30, 2015: Barbara Bills, Penny Berger, Ted Petersen, Dr. Bert Jacobson, Joellen Vasquez, RaeLene Bass, Linda Moore, Rick Elliott and Rochelle Granger. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the resolutions 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 gave a legislative update on “stop gap” bills SB2059 and SB2048 and what they mean for KCC. Dr. Avendano highlighted the numerous events that took place on campus last week. He provided the Board with an update on the cost of paper vs. electronic Board books.

ICCTA Representative Frey presented his oral report to the Board. He gave an update on Lobby Day and encouraged the Board to send messages to legislators prior to the budget committee's May 31 deadline. Mr. Frey also encouraged the Board to participate in the ICCTA Annual Convention on June 3-4 in Springfield.

Student Trustee Ambrose provided her final report to the Board. The Phi Theta Kappa "Kiss the Pig" fundraiser raised \$340. Finals week activities included coloring therapy, fuel stations and a Nerf gun "war". The Horticulture Club sold plants at their annual Spring Market. Ms. Ambrose gave an update on Advocacy Day in Springfield where over 200 students met to persuade legislators to make decisions that favor community colleges. She thanked the Board for the opportunity to be student representative and for their support over the last year.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for March 31, 2016, and the Investment and Financial Summary report for April 30, 2016. Motion was made by Mr. Hove and seconded by Mr. Orr 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 \$2,925,882.95 and twelve (12) purchase order requisitions over \$5,000 were presented for Board review. Motion was made by Mr. Frey and seconded by Mr. Martin 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, probable or pending litigation and semi-annual review of closed session minutes pursuant to Sections 2-c-1, 2-c-11 and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mrs. Boicken and seconded by Mr. Orr 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 5:47 p.m. The Board returned at 6:10 p.m. Motion was made by Mr. Frey and seconded by Ms. Boicken 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 1-7 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 to Youth Participants in WIOA's Work Experience Programs in Livingston County
- (5) Approval of 11-month Full-Time Credit Division Overload Summary for Summer 2016
- (6) Approval of Full-Time Faculty Appointments, Summer Term, 2016
- (7) Approval of Revision to Full-Time Credit Division Overload Summary for Spring 2016

On roll call, the vote was:

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

NAYS: None

Motion Carried

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

President Avendano provided a review of the closed session discussion minutes for the following meeting dates: November 9, 2015, November 17, 2015, December 14, 2015, January 4, 2016, January 11, 2016, February 8, 2016, February 12, 2016, March 14, 2016 and April 11, 2016. Due to the continued need for confidentiality, Dr. Avendano recommended the Board approve the closed session minutes without release. Motion was made by Mr. Hove and seconded by Mr. Orr to approve the closed session minutes without release. 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 roll call, the vote was:

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

NAYS: None

Motion Carried

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary