

KANKAKEE COMMUNITY COLLEGE
District 520

September 11, 2017

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:02 p.m. in the Board Room on campus. Those physically in attendance were:

Mr. Jerald Hoekstra, Chair
Mr. Brad Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mrs. Catherine Boicken
Mr. Richard Frey
Mr. Todd Widholm
Justin Hasselbring, Student Representative to the Board

Also attending:
Dr. John Avendano, President
Claire Chaplinski, Attorney
Administrative Staff

There was no public comment. There was no change to the published agenda.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the August 14, 2017 Board meeting for approval. Motion was made by Mr. Frey and seconded by Mrs. Boicken to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Frey, Martin, Widholm, Hoekstra
ABSTAIN: Hove
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 September 11, 2017 Consent Agenda Action Items 1-2 as follows:

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

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

***APPROVAL OF TUITION/COURSE REIMBURSEMENT**

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

On roll call, the vote was:

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

NAYS: None
Motion Carried

MODIFICATION TO ON-THE-JOB TRAINING (OJT) CONTRACTS

The administration recommended the Board approve the modification of thirty-two (32) OJT contracts with CSL Behring. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the modifications to the OJT contracts as presented. On roll call, the vote was:

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

APPROVAL AND ADOPTION OF FISCAL YEAR 2018 BUDGET

The administration recommended the Board approve and adopt the Fiscal Year 2018 Budget, having made the tentative budget available for public inspection for the required 30-day period on August 11, 2017 and having conducting a public hearing concerning the budget. Motion was made by Mr. Martin and seconded by Mr. Frey to approve and adopt the Fiscal Year 2018 Budget for Kankakee Community College District #520 for the period July 1, 2017 through June 30, 2018. On roll call, the vote was:

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

INFORMATION

President Avendano provided his oral report to the Board. Fall 2017 enrollment is down in headcount and credit hours. Enrollment is the college's main priority going forward. The college is joining the hurricane relief efforts throughout the state. Riverside's partnership w/KCC continues as they lease space at the NEC for their education department. The Illinois Council of Community College Presidents met in September to discuss, among others, the Bachelor of Science in Nursing degree, employees as trustees and return to work legislation. The KCC Foundation provided an update, which included the Women's Giving Circle exceeding their goal of \$100K. There will be a ribbon-cutting for the grand opening of the Walter "Jack" and Gretchen Charlton Career Services Center on October 5. The South Extension Center will be named as an "additional location" for the purpose of HLC site and accreditation visits.

Trustee Frey gave his report to the Board. He attended the ICCTA meeting in September and shared that he will circulate their proposed strategic plan for 2018. He noted that the trustee training session is available on disc.

Student Trustee Hasselbring provided his report to the Board. He attended the recent ICCB/SAC meeting in Bloomington where officers were elected. Activities on campus include: Club Rush, soccer's Pack the Park, Farmer's Market, and guest speakers for Hispanic Heritage Month. He will host his first Chew & Chat to talk with students.

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented the short term investments issued August 14, 2017. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the short term investments. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for July 31, 2017, and the Investment and Financial Summary report for August 31, 2017. Motion was made by Mr. Hove and seconded by Mrs. Boicken 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 \$3,602,455.55, thirteen (13) purchase order requisitions over \$5,000, and one special bill in the amount of \$299.00 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: Boicken, Frey, Hove, Martin, 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 Mrs. Boicken and seconded by Mr. Frey to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:30 p.m. The Board returned at 5:35 p.m. Motion was made by Mrs. Boicken and seconded by Mr. Widholm 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. Frey 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 Annual Load Summary for 11-Month Instructor for Fall 2016-Summer 2017
- (4) Approval of Adjunct Instructor List, Credit Division, for Fall Semester 2017

On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 5:37 p.m. was made by Mr. Widholm and seconded by Mrs. Boicken. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary