

KANKAKEE COMMUNITY COLLEGE
District 520

December 12, 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. William Orr
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.

Dr. Avendano thanked Jill Christy, Bookstore Manager, for the treats.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the November 13, 2017 Board meeting for approval. Motion was made by Mrs. Boicken and seconded by Mr. Hove 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. Mr. Frey and seconded by Mr. Orr to approve the December 12, 2017 Consent Agenda Action Items 1-4 as follows:

***APPROVAL OF 1A AND 1D PROGRAM PARTICIPANTS**

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

***APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve the tuition reimbursement payment as presented.

***APPROVAL TO ACCEPT GRANT AWARD**

The administration recommended the Board accept the grant award for Trade Adjustment Assistance-Kankakee and Livingston Counties in the amount of \$6,929 for the period of 7.1.17 through 6.30.18.

***APPROVAL OF PERMIT APPLICATIONS**

The administration recommended the Board approve the annual permit applications to serve alcoholic beverages at various college and Foundation activities that meet the requirements outlined for the Board's Use of Drug and Alcohol Policy.

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 awarding the commercial rotary diesel mower bid to Burris Equipment for the total cost of \$27,877. Motion was made by Mr. Orr and seconded by Mr. Frey 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

RECOMMENDATION FOR ADOPTION OF A REVISED SEXUAL HARASSMENT POLICY

The administration recommended the Board adopt a revised sexual harassment policy as required by Public Act 100-0554, which was signed into law on November 16, 2017 by Governor Rauner. Motion was made by Mr. Martin and seconded by Mrs. Boicken to adopt the revised sexual harassment policy as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF UPDATED BOARD POLICY MANUAL

The administration presented the updated Board Policy Manual for a second reading and recommended the Board approve it as of December 12, 2017. Motion was made by Mr. Frey and seconded by Mr. Orr to approve the updated Board Policy Manual as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF TREASURER’S BOND INCREASE

The administration recommended the Board approve the College Treasurer’s bond in the amount of \$10.5 million with a premium of \$7,875. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the Treasurer’s bond increase as presented. On roll call, the vote was:

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

APPROVAL TO PURCHASE CUSTOMER RELATIONS MANAGEMENT SYSTEM

The administration recommended the Board approve the purchase of the Customers Relations Management System (CRM) known as TargetX by Salesforce for FY18-FY22. Motion was made by Mr. Frey and seconded by Mr. Martin to approve the purchase of the CRM as presented. On roll call, the vote was:

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

ADOPTION OF THE TAX LEVY

The administration recommended the Board adopt the 2017 tax levy. The prescribed notice in the local newspaper and the public hearing satisfied the requirements of the Truth in Taxation Law. Motion was made by Mrs. Boicken and seconded by Mr. Orr to adopt the tax levy as presented on the Certificate of Tax Levy. On roll call, the vote was:

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

INFORMATION

President Avendano provided his oral report to the Board. He asked Dr. Michael Boyd to present the Report from the Vice President for Instructional and Student Success regarding KCC’s Associate of Applied Science Degrees in Health Careers. Dr. Avendano presented the KCC Foundation update. He thanked the Board for attending the Combined Board Dinner and asked for their feedback on the event. He clarified that DCEO has yet to release money for the ATEC building. He congratulated KCC’s electrical technology program - the college was ranked second in sustainability by AASHE. He also congratulated Dr. Kris Condon who received the Kankakee County Chamber’s Athena Leadership Award, and KCC student Kim Roggenendorf who received the WIN Scholarship. Dr. Avendano announced that the annual Cavalier Cash Bash will take place on February 17 at the Quality Inn in Bradley. He thanked the Board for their advocacy and support and for championing the college.

Trustee Frey gave his report to the Board. He thanked Dr. Avendano and the KCC Foundation for the educational session with speaker Jim Lanier of AGB. He noted that the ICCTA is accepting nominations for their recognition awards; the ceremony will take place in June.

Student Trustee Hasselbring provided his report to the Board. He is serving on the Culture of Caring SPOC committee. Phi Theta Kappa hosted a volleyball tournament fundraiser, and money raised was divided between Catholic Charities and World Relief. Stress relief activities were provided by Student Life prior to exam week. Snack and beverages are provided to students free of charge during finals.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for October 31, 2017, and the Investment and Financial Summary report for November 30, 2017. Motion was made by Mr. Hove and seconded by Mr. Widholm 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 \$5,515,531.64, sixteen (16) purchase order requisitions over \$5,000, and two special bills in the amount of \$838 were presented for Board review. Motion was made by Mr. Orr and seconded by Mr. Frey 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, pursuant to Sections 2-c-1 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: Boicken, Frey, Hove, Martin, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

The Board went into closed session at 5:40 p.m. The Board returned at 5:45 p.m. Motion was made by Mr. Frey and seconded by Mr. Orr 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 Mrs. Boicken to approve matters of Personnel Items 1-3 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

On roll call, the vote was:

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

NAYS: None

Motion Carried

Dr. Avendano stated that Piggush Engineering estimated there would be an additional cost of \$880,000 to complete the ATEC building.

Dr. Avendano thanked Dr. Boyd, VP Gardner and Human Resources Director David Cagle for their collective bargaining negotiations with the full-time faculty to date.

Dr. Avendano reminded the Board of the Committee of the Whole meeting on December 18, 2017, 9 am-3 pm, in D300.

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 5:50 p.m. was made by Mr. Widholm and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary