



**Kankakee Community College
Board of Trustees
June 11, 2018 – Agenda**

1. Call to Order/Roll Call.....Board Chair
2. Public Comment.....Board Chair
3. Introduction of Guests/Recognition..... Board Chair
4. Amendments or Changes to Published Agenda.....Board Chair
5. Approval of MinutesBoard Chair
 - May 14, 2018 - Board Meeting
6. Approval of Consent Agenda Action Items (**items preceded by asterisk**).....Board Chair
7. Approval of Action Items Remaining & Presentation of Information Items.....Board Chair
 - A. Action Items
 - *(1) Approval of 1A and 1Y-OS Program Participants (A-1)
 - *(2) Approval of Tuition/Course Reimbursement (A-3)
 - *(3) Approval of Prevailing Wage Ordinance (A-5)
 - *(4) Update on Budget Preparation and Request to Operate Within Budget Draft (A-9)
 - (5) Adoption of Personnel Policy Revisions (A-11)
 - (6) Approval to Proceed with Letter of Intent for Solar Array (A-13)
 - B. Information Items
 - (1) President and Trustee Reports
 - (2) Kankakee Community College Foundation Update (I-1)
8. Approval of Finance Items.....Board Chair
 - A. Finance Items
 - (1) Approval of Short Term Investment (F-1)

- (2) Approval of Financial Reports (subject to audit) (F-3)
 - ◆ Reconciled Cash By Fund – April 30, 2018
 - ◆ Investment and Financial Summary – May 31, 2018

- (3) Approval of Bill Summary and Travel Expenses (F-9)
 - ◆ Purchase Order Requisitions Over \$5,000
 - ◆ Special Bill(s)
 - ◆ AP Check Register

- 9. Convene to Closed Session.....Board Chair

- 10. Reconvene to Open Session.....Board Chair

- 11. Closed Session Action Items.....Board Chair
 - A. Personnel Matters pursuant to 5 ILCS 120/2(c)(1)
 - Employment Contracts for Dr. Michael Boyd, Vice President for Instruction and Student Success, and Dr. Vicki Gardner, Vice President for Finance and Administration
 - B. Probable or Pending Litigation pursuant to 5 ILCS 120/2(c)(11)

- 12. Adjournment.....Board Chair

ADMINISTRATIVE CONTRACT

Kankakee Community College
Kankakee, Illinois

The Board of Trustees of Community College District 520 of the Counties of Kankakee, Iroquois, Livingston, Grundy, Will and Ford, State of Illinois, hereby agrees to employ **MICHAEL BOYD** as **VICE PRESIDENT FOR INSTRUCTIONAL AND STUDENT SUCCESS** for the 2018-2019 fiscal year. The fiscal year shall begin on July 1 and end on June 30.

The administrator will be assigned duties which are consistent with his educational and experiential qualifications.

The administrator agrees to perform faithfully and to discharge all assigned duties to the satisfaction of the College, and to abide by all policies, rules, and regulations adopted by the Board of Trustees. The administrator's employment may be changed or modified from time to time by the College at its sole discretion. In addition, the administrator's employment may be terminated for cause as described in the Personnel Policy and Procedures Handbook.

The annualized salary is listed below.

July 1, 2018 – June 30, 2019

\$134,420

On or before June 15, 2019, notification as to renewal of appointment will be given. Such renewal is neither automatic nor to be expected.

The administrator has ten days after the date of official board action as shown below to accept or reject this contract. If Dr. Michael Boyd fails to accept the offer within this time period, his position will be declared open.

Date

President

Chairman, Board of Trustees

Secretary, Board of Trustees

I accept the contract as described above.

_____ Yes _____ No

Date

Administrator

ADMINISTRATIVE CONTRACT

Kankakee Community College
Kankakee, Illinois

The Board of Trustees of Community College District 520 of the Counties of Kankakee, Iroquois, Livingston, Grundy, Will and Ford, State of Illinois, hereby agrees to employ **DR. VICKI GARDNER as VICE PRESIDENT FOR FINANCE & ADMINISTRATION AND BOARD TREASURER** for the 2018-2019, 2019-2020 fiscal years. Each fiscal year shall begin on July 1 and end on June 30.

The administrator will be assigned duties which are consistent with her educational and experiential qualifications.

The administrator agrees to perform faithfully and to discharge all assigned duties to the satisfaction of the College, and to abide by all policies, rules, and regulations adopted by the Board of Trustees. The administrator’s employment may be changed or modified from time to time by the College at its sole discretion. In addition, the administrator’s employment may be terminated for cause as described in the Personnel Policy and Procedures Handbook.

The annualized salary is listed below. The Board agrees to the following salary for the remaining fiscal year covered under this contract based upon satisfactory evaluation performance as determined by the institution’s evaluation procedure.

July 1, 2018 – June 30, 2019	\$157,255
July 1, 2019 – June 30, 2020	TBD

On or before June 15, 2020, notification as to renewal of appointment will be given. Such renewal is neither automatic nor to be expected.

The administrator has ten days after the date of official board action as shown below to accept or reject this contract. If Dr. Vicki Gardner fails to accept the offer within this time period, her position will be declared open.

Date

President

Chairman, Board of Trustees

Secretary, Board of Trustees

I accept the contract as described above.

_____ Yes _____ No

Date
