



KANKAKEE COMMUNITY COLLEGE
District 520

January 14, 2019

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. Patrick Martin, Chair
Mrs. Catherine Boicken
Mr. Richard Frey
Mr. Jerald Hoekstra
Mr. Brad Hove
Mr. William Orr
Mr. Todd Widholm
Melany Villagomez, 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 December 7, 2018 Committee of the Whole meeting for approval. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

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

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the December 11, 2018 Board meeting for approval. Motion was made by Mr. Widholm and seconded by Mr. Orr to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Orr, Widholm, Martin
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 Mrs. Boicken to approve the January 14, 2019 Consent Agenda Action Items 1-2 as follows:

***APPROVAL OF 1D PROGRAM PARTICIPANTS**

The administration recommended the Board approve the participant additions to the 1D program as presented.

***APPROVAL OF TUITION COURSE REIMBURSEMENTS**

The administration recommended the Board approve four tuition course reimbursements as presented.

APPROVAL OF REQUEST TO PURCHASE COMPUTERS FROM DELL DIRECT AND APPLE COMPUTERS

The administration recommended the Board approve the purchase of computers from Dell Direct and Apple Computers for staff office upgrades, computer lab system upgrades, and a new computer lab in an amount not to exceed \$376,559. This amount has been included in the college's budget for this purpose. Motion was made by Mr. Orr and seconded by Mr. Frey to approve purchasing the computers as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ADOPTION OF REVISIONS TO PERSONNEL POLICIES

The Board had a first reading of revisions to Personnel Policies 7.2 Bereavement Leave and 8.3 Utilizing Sick Leave at the December 11, 2018 meeting. The administration recommended the Board now adopt the policy revisions, effective 1.15.19. Motion was made by Mrs. Boicken and seconded by Mr. Hove to adopt the personnel policy revisions as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL TO PROCEED WITH A CAPITAL RENEWAL PROJECT

The administration recommended the Board approve proceeding with the Capital Renewal Project for repairs to the main campus building shell. This project would replace the previously approved elevator project, which would be incorporated into the future Student Success Center project. The administration also recommended the Board approve the submission of documents to the Illinois Community College Board and the Capital Development Board, along with the recommendation to hire Carlile Group for architectural services. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve moving forward with the Capital Renewal Project as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

INFORMATION

President Avendano provided his oral report to the Board. He notified the Board that the college community received a spam email this morning from a source pretending to be him, and he thanked IT for their quick response in handling it. He reported enrollment numbers of -1% in head count and

-2% in credit hours for the spring semester; final numbers will be reported next month. Dr. Avendano thanked donors Big R, Dennis J. Smith Legacy Foundation, Iroquois Paving and McColly Bennett for their support of the Top Notch Basketball Health Awareness Challenge that took place at the college on 1.13. He congratulated incumbent trustees Boicken and Frey; the election will be 4.2. KCC received the last ATEC payment from the state. With the inauguration of Governor Pritzker, there may be a capital bill in the near future, and it is important for the college to position itself for access to funds. Representatives from KCC, the Board and the Foundation Board will attend the AGB conference at the end of month to learn best governance practices. Dr. Avendano thanked the Board for their time with the two president candidates. He brought to their attention the Women's Giving Circle newsletter, which highlighted a few of the students that received grants this fall.

Trustee Frey provided a report to the Board. The next ICCTA meeting will take place in March. They are encouraged by the new governor's position on increasing education dollars. He reiterated Dr. Avendano's comment that we must consider how to get the funds if a capital bill passes.

Student Trustee Villagomez provided her report to the Board. Phi Theta Kappa's first meeting was focused on fundraising for their annual convention, which will be held in Orland this spring. SAC's Club Rush will take place this week with an indoor skating rink, Xbox competition, and the opportunity to create a music video. ICCB-SAC is getting ready for Student Advocacy Day on 4.10; they hope to generate greater understanding of community colleges in an effort for more community college funds. The Baccalaureate Scholars will determine a service project when they meet for the first time this week. SBOT Villagomez will host a "Chew & Chat" in order to answer questions and obtain feedback from students.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for November 30, 2018 and the Investment and Financial Summary report for December 31, 2018. Motion was made by Mr. Widholm and seconded by Mr. Hove to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On voice vote, the vote was:

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

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS

Bills totaling \$2,328,834.35, thirteen (13) purchase order requisitions over \$5,000, and two special bill in the amounts of \$740 and \$1,534.00 were presented for Board review. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Orr, Widholm, Martin
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. Widholm to convene to

closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:20 p.m. The Board returned at 5:32 p.m. Motion was made by Mr. Hove and seconded by Mr. Frey 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. Hoekstra 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 Authorizations to Youth Participants in WIOA Work Experience Program in Kankakee and Livingston Counties

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 5:34 p.m. was made by Mrs. Boicken and seconded by Mr. Frey. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary