



KANKAKEE COMMUNITY COLLEGE  
District 520

September 14, 2020

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A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order by Chair Martin at 5:06 pm via Zoom. Those virtually in attendance were:

Mr. Patrick Martin, Chair  
Mr. Brad Hove, Vice Chair  
Mrs. Catherine Boicken  
Mr. Richard Frey  
Mr. Jerald Hoekstra  
Ms. Ariana Ramirez, Student Representative

Also attending virtually:  
Dr. Michael Boyd, President  
Ms. Claire Chaplinski, Attorney  
Administrative Staff

Dr. Boyd stated that the meeting was being recorded via Zoom for audio and video access. No public comments were made via Zoom or submitted via voicemail message or email. There was no change to the published agenda.

**BOARD RECOGNITION**

The Board recognized Pat Bukowski as a recently tenured professor in the RN Nursing Program. The Board also recognized English professor Helen Streicher as the Outstanding Full-Time Faculty Award winner, and Electrical Engineer Technology professor Pete Schiel as the Outstanding Part-Time Faculty Award winner. On behalf of the Board, Chair Martin congratulated all three on their achievements.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the August 10, 2020 Public Hearing for FY21 Budget for approval. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the minutes as presented. On roll call, the vote was:

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

The Recording Secretary presented the Minutes from the August 10, 2020 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, Hoekstra, Hove, 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 Mr. Hoekstra to approve the September 14, 2020 Consent Agenda Action Items 1-3 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 REIMBURSEMENTS**

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

**\*APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board approve the grant awards from The Workforce Board for adult, dislocated worker and young adult programs in Kankakee and Livingston counties as presented.

On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

**APPROVAL TO ACCEPT GRANT AWARD AND APPROVE BUDGET**

The administration recommended the Board accept a 2020-2025 TRIO Student Support Services grant from the U.S. Department of Education and approve its accompanying budget in the amount of \$335,110. Motion was made by Mr. Frey and seconded by Mrs. Boicken to accept the grant award and approve the budget as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

Dr. Jose da Silva, VP for Student Affairs, recognized those who worked on the TRIO SSS grant: Kim Harpin, Meredith Purcell, Keisha Smith, Lesley Cooper and the IT Department. Trustee Frey congratulated the team on a job well done.

**APPROVAL OF ON-THE-JOB TRAINING (OJT) CONTRACTS**

The administration recommended the Board approve two (2) OJT contracts with Ardex Americas/WW Henry. Motion was made by Mrs. Boicken and seconded by Mr. Hove to approve the OJT contracts as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

### **APPROVAL OF CONTRACT AWARDS**

The administration recommended the Board approve Grove Masonry's bid in the amount of \$318,900.00 for the Capital Development Board project for building façade repairs. Motion was made by Mrs. Boicken and seconded by Mr. Hoekstra to approve the bid as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

### **APPROVAL OF RESOLUTIONS HONORING FULL-TIME RETIREES**

The administration recommended the Board approve the resolutions honoring Kankakee Community College retirees Michele Buikema, Brenda Dressler and Pam Nault. Motion was made by Mr. Frey and seconded by Mrs. Boicken to approve the resolutions as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

### **APPROVAL TO PROCEED WITH PHASE 1 OF RENOVATIONS TO THE TECHNOLOGY CENTER BUILDING**

The administration recommended the Board approve the proposal from Demonica Kemper Architects to provide architectural services through the bidding process for phase 1 renovations to the Technology Center Building for a fee of \$205,811 and the submission of a Capital Project Application for this project with the Illinois Community College Board. Motion was made by Mr. Hove and seconded by Mrs. Boicken to approve the proposal and submission as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

### **INFORMATION**

The Board reviewed the Census Day Enrollment Report – Fall 2020. Dr. Boyd noted that efforts continue to garner additional students, and final enrollment numbers will be available after mid-term.

The Board reviewed the KCC Foundation Update, and Kelly Myers, Executive Director of the KCC Foundation, provided a few highlights, including the first annual Give Day total of over \$42,000.

Dr. Boyd provided his report to the Board. Congratulations to KCC's Marketing & Public Relations Director Kari Nugent on being named a Women in Business Honoree, along with several KCC alums, by the *Lifestyles of Kankakee County* magazine. KCC's Electrical Engineering Technology program was featured in a national online news program produced by Al Jazeera English; professor Pat Klette and KCC alum Kamil Bebenek'16 were interviewed. The Illinois Board of Higher Education chose KCC's Passport to Learning as Best Practice for Digital Tool Kit. KCC's Licensed Practical Nursing co-hort achieved a 100% pass rate on the 2020 NCLEX exam, while the Registered Nursing program achieved a 96% pass rate. KCC is the first college to receive the Illinois Department

of Public Health's approval to offer a Level II for Certified Nursing Assistant. The college continues to have low COVID-19 positives, and numbers will be published on KCC's website in compliance with a recent request from the governor's office. Eligible students enrolled for fall 2020 will receive stimulus checks from CARES Act funds. Phi Theta Kappa students are working with at-risk students as part of Kankakee County State's Attorney Jim Rowe's "I Can Go to College" (ICGTC) initiative. The Illinois Community College Board approved the college's plans for GEER (Government Education Emergency Relief) funds in the amount of \$320,000; these funds will be used for Equity, Diversity and Inclusion initiatives. The Career Coach collaboration to create a community resource has received 500 unique visits to date. The Vice President for Academic Affairs vacancy is posted, and over 30 applications have been received to date. The Nursing Pinning will take place on October 8 as a drive-in, invite-only event in the college's parking lot; a Physical Therapy Assistant celebration will also take place in a closed ceremony. A nursing virtual accreditation visit will take place October 19-22, 2020.

Trustee Frey gave his report to the Board. The Association of Community College Trustees has put together a Diversity, Equity and Inclusion Checklist and Implementation Guide for community college boards. ICCTA President and Heartland Community College Board Chair Gregg Chadwick passed away unexpectedly; Dr. Boyd will send a condolence note on behalf of KCC's Board.

SBOT Ramirez gave her report to the Board. Student Advisory Council (SAC) hosted its first virtual Club Rush on September 1 and 2 with good results. All clubs are accessible on KCC's website and continue to recruit new members. SAC is planning a Leadership Day with its new members to promote bonding and communication skills. SAC will staff a table on campus to raise awareness of Constitution Day with flyers, trivia and cookies. In collaboration with KCC's EDI Coordinator Whitney Mittons, SAC organized a "What is Anti-Blackness?" panel. SBOT Ramirez will participate in an ICCB-SAC meeting on October 2.

#### **APPROVAL OF FINANCIAL REPORTS (subject to audit)**

The administration presented the Reconciled Cash Report for July 31, 2020 and the Investment and Financial Summary Report for August 31, 2020. Motion was made by Mr. Frey and seconded by Mr. Hove to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove

ABSTAIN: Martin

NAYS: None

Motion Carried

#### **APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS**

Bills totaling \$2,403,065.27, twenty-three (23) purchase order requisitions over \$5,000, and one (1) special bill in the amount of \$230.00 were presented for Board review. Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

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 matters of real property, pursuant to Sections 2-c-1, 2-c-11 and 2-c-5 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to convene to closed session. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

Dr. Boyd stated that the Board would reconvene into Open Session in approximately 20-30 minutes once Closed Session adjourned.

The Board went into closed session at 6:12 pm. The Board returned at 6:31 p.m. Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to reconvene the Board meeting. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

#### **MATTERS OF PERSONNEL**

The Board reviewed matters of personnel presented in closed session. By consent, motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve Matters of Personnel Items 1-7 as presented and recommended by the administration and enumerated below:

- (1) Approval of Position Descriptions
- (2) Approval of Employment Matters
- (3) Approval of Student Employment Matters
- (4) Approval of Continuing Education and Career Services Contracts
- (5) Approval for Payroll and Payment Authorizations to Dislocated Worker and Youth Participants in WIOA Work Experience Programs in Livingston and Kankakee Counties
- (6) Approval of Full-Time Faculty Tenure Award
- (7) Approval of Credit Division Adjunct Instructor List for Fall Semester 2020

On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

#### **ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:32 p.m. was made by Mrs. Boicken and seconded by Mr. Hove. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Martin

NAYS: None

Motion Carried

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

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Chair

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Secretary