



KANKAKEE COMMUNITY COLLEGE
District 520

August 9, 2021

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order by Chair Hove at 5:02 pm in the Board Room (L241) of the Riverfront campus. Those physically in attendance were:

Mr. Brad Hove, Chair
Mrs. Catherine Boicken, Secretary
Mr. Jerald Hoekstra
Mr. Patrick Martin
Mr. William Orr
Mr. Michael Proctor
Ms. Samaria Rosenthal, Student Trustee

Also attending in person were:
Dr. Michael Boyd, President
Ms. Claire Chaplinski, Attorney
Administrative Staff

There was no public comment. There were no amendments or changes to the published agenda.

BOARD EDUCATION

Dr. Kiana Battle, VP for Academic Affairs, gave an update on the college's Strategic Plan, which was extended one year until June 30, 2023.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the July 12, 2021 Board meeting for approval. Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

APPROVAL OF CONSENT AGENDA ITEMS (* indicates Consent Agenda Item)

The consent agenda items were presented for approval. Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to approve the August 9, 2021 Consent Agenda Action Items 1-6 as follows:

***APPROVAL OF TUITION/COURSE REIMBURSEMENT**

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

***APPROVAL TO ACCEPT GRANT AWARD**

The administration recommended the Board accept the additional grant awards from The Workforce Board for adults, dislocated worker and young adult program in Kankakee and Livingston counties, as well as for one stop operator in Kankakee County, for the period July 1, 2021 through June 30, 2022.

***APPROVAL TO ACCEPT GRANT AWARD**

The administration recommended the Board accept the grant subaward from Illinois Green Economy Network (IGEN) for Phase IV HVAC improvements for the period July 1, 2020 through June 30, 2021.

***APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve the solicitation of bids for the installation of ultraviolet (UV-C) lights at an estimated cost of \$500,000. UV-C lighting solutions within main campus air handlers is an effective way of improving air quality and mitigating the spread of COVID-19.

***APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve the solicitation of bids for Phase II technology in the tech building at an estimated cost of \$265,000. installation of ultraviolet (UV-C) lights at an estimated cost of \$500,000. UV-C lighting solutions

***APPROVAL OF EVENTS PURSUANT TO THE BOARD OF TRUSTEES DRUG & ALCOHOL USE POLICY**

The administration recommended the Board approve the serving and use of alcoholic beverages, pursuant to the Board of Trustees Drug & Alcohol Use Policy 804.00, at the events as presented.

On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

APPROVAL OF 2022 BOARD MEETING SCHEDULE

The administration recommended the Board approve the 2022 Board of Trustee Public Meeting Schedule Notice, pursuant to 5 ILCS 120/2.03. The 2022 Board meeting dates would be held on the second Monday of each month, unless otherwise noted. Recommended dates were as follows: January 10, February 14, March 14, April 11, May 9, June 13, July 11, August 8, September 12, Tuesday, October 11, November 14 and Tuesday, December 13, with notice to be posted on the college's website and in the Miner Memorial Library. Motion was made by Mr. Orr and seconded by Mr. Proctor to approve the 2022 Board meeting schedule as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

APPROVAL OF ACTIONS FOR RECOMMENDED FISCAL YEAR 2022 BUDGET

The administration recommended the Board of Trustees receive the tentative budget for fiscal year 2022 and establish the public hearing to be held at 5:00 pm on Monday, September 13, 2021 in the Board Room L241 on campus. Motion was made by Mrs. Boicken and seconded by Mr. Martin. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

APPROVAL TO PURCHASE CUSTOMER RELATIONS MANAGEMENT SYSTEM

The administration recommended the Board approve the purchase of a five-year contract with Ellucian Advise Retention Software at a total maximum cost of \$439,202. Cost for the first two years would be funded by American Rescue Plan (ARP) COVID-19 Relief Funds. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to purchase the contract for the software as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

CONSIDERATION OF EMPLOYEE CLASSIFICATION AND COMPENSATION STUDY PROPOSAL

The administration presented a proposal, under separate cover, from Gallagher to perform an employee classification and compensation study. The Board was asked to consider accepting the proposal. Motion was made by Mrs. Boicken and seconded by Mr. Hoekstra to accept the proposal as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

INFORMATION

Dr. Boyd gave his report to the Board. Starting August 11, masks will once again be required on campus in public indoor spaces. Faculty will be welcomed back to campus on August 11 for In-Service, which will include an all-college breakfast and lunch, as well as an all-college address by Dr. Boyd. An economic impact study by the Illinois Community College Board (ICCB) will be shared with the Board in the near future. Twelve students will participate in the Health Careers Honors program at the North Extension Center (NEC).

SBOT Rosenthal gave her report to the Board. Student Advisory Council (SAC) has planned a Student Involvement Affair on August 18-20 to welcome students to campus with fun activities and the opportunity to learn about student clubs and organizations. SAC is also sponsoring a cutest pet photo contest with the winner to be announced in late August. SBOT Rosenthal will be the student speaker at the President's EDI Council meeting on August 25.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the Reconciled Cash Report for June 30, 2021 and the Investment and Financial Summary Report for July 31, 2021. Motion was made by Mr. Orr and seconded by Mrs. Boicken to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Boicken, Hoekstra, Orr, Proctor, Hove
ABSTAIN: Martin
Motion Carried

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS

Bills totaling \$3,547,104.20, sixteen (16) purchase order requisitions over \$10,000, and two (2) special bills totaling \$3,115.50 were presented for Board review. Motion was made by Mr. Proctor and seconded by Mr. Hoekstra to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

The Board was scheduled to go into closed session for the purposes 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 Mr. Hoekstra and seconded by Mr. Martin to convene to closed session. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

The Board went into closed session at 5:52 pm. The Board returned at 6:46 p.m. Motion was made by Mr. Martin and seconded by Mr. Orr to reconvene the Board meeting. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

MATTERS OF PERSONNEL

The Board reviewed matters of personnel presented in closed session. Motion was made by Mrs. Boicken and seconded by Mr. Proctor to approve Matters of Personnel Items 1-8 as presented and recommended by the administration and enumerated below:

- (1) Approval of Position Description
- (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 Adult and Youth Participants in WIOA Work Experience Programs in Kankakee County
- (6) Approval of Full-Time Faculty Appointments Summer Term 2021
- (7) Approval of 11-month Full-Time Credit Division Overload Summary for Summer 2021
- (8) Approval of Credit Division Adjunct Instructor List for Summer Term 2021

On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:47 p.m. was made by Mrs. Boicken and seconded by Mr. Hoekstra. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Hove
Motion Carried

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chair

Secretary