



KANKAKEE COMMUNITY COLLEGE
District 520

June 18, 2024

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order by Chair Boicken at 5:00 pm in the Board Room (L241) of the Riverfront campus. Those physically in attendance were:

Mrs. Catherine Boicken, Chair
Mr. William Orr, Vice Chair
Mr. Michael Proctor, Secretary
Mr. Brad Hove
Mr. Michael Kick
Mr. Patrick Martin
Mr. Todd Widholm

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.

APPROVAL OF MINUTES

The recording secretary presented the minutes from the May 21, 2024 Board meeting for approval. Motion was made by Mr. Orr and seconded by Mr. Proctor to approve the minutes as presented. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Widholm, Boicken
ABSTAIN: Proctor
Motion Carried

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

The consent agenda items were presented for approval. Motion was made by Mr. Widholm and seconded by Mr. Martin to approve the June 18, 2024 Consent Agenda Action Items 1-3 as follows:

***APPROVAL OF 1A, 1D and 1Y-OS PROGRAM PARTICIPANTS**

The administration recommended the Board approve the 1A, 1D and 1Y-OS program participants as presented.

***APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for science supplies.

***UPDATE ON BUDGET PREPARATION AND REQUEST TO OPERATE WITHIN BUDGET DRAFT**

The administration recommended the Board authorized college operations by allowing expenditures required for normal operations, which include salaries, approved contracts, utilities, maintenance, and supplies for the period July 1, 2024 through budget adoption.

On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

APPROVAL OF ACTIONS FOR RECOMMENDED FISCAL YEAR 2025 BUDGET

The administration recommended the Board of Trustees receive the tentative budget for fiscal year 2025 and establish the public hearing to be held at 5:00 pm on Tuesday, July 16 before the regularly scheduled board meeting. Dr. Boyd thanked VP Nunley and her team for their work on the FY25 budget. The budget will be on public display for 30 days. Motion was made by Mr. Proctor and seconded by Mr. Hove. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

APPROVAL OF CONTRACT AWARD

The administration recommended the Board approve awarding the bid for the VMWare annual renewal to SHI International Corp. in the amount of \$113,852.64. Motion was made by Mr. Hove and seconded by Mr. Orr to approve the contract award as presented. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

APPROVAL OF TREASURER'S BOND INCREASE

The administration recommended the Board approve an increase in the college treasurer's bond in the amount of \$1.6 million, resulting in total coverage of \$15 million. Motion was made by Mr. Martin and seconded by Mr. Proctor to approve the treasurer's bond increase as presented. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

APPROVAL OF UPDATE TO THE EDUCATION AFFILIATION AGREEMENT BETWEEN RIVERSIDE MEDICAL CENTER AND KANKAKEE COMMUNITY COLLEGE

The administration recommended the Board approve the update to the Education Affiliation Agreement between Riverside Medical Center and Kankakee Community College for the purpose of Emergency Medical Services education. Motion was made by Mr. Hove and seconded by Mr. Proctor to approve the agreement as presented. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

APPROVAL OF NEW PERSONNEL POLICY

The administration recommended the Board approve as a second reading the new personnel policy 9.25 Fraud, Waste, and Abuse. The policy was accepted as a first reading at the May 21, 2024 Board of Trustees meeting. Motion was made by Mr. Martin and seconded by Mr. Orr to approve the 9.25 Fraud, Waste, and Abuse personnel policy as presented. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

APPROVAL OF RESOLUTIONS HONORING FULL-TIME RETIREES

The administration recommended the Board approve and sign the resolutions honoring KCC full-time retirees Sheri Cagle, Michael Caparula, Kellee Hayes, Debra Hoyer-Denson, Mark Stevenson, and Kathy Sullivan. Dr. Boyd read VP Cagle's resolution aloud and thanked her for her 34 years of service to the college. VP Cagle thanked the board for the opportunity. Motion was made by Mr. Hove and seconded by Mr. Kick to approve the resolutions as presented. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

INFORMATION

VP Nugent gave a KCC Foundation update to the Board. She emphasized donor cultivation with the addition of two new scholarships, shared the scholarship application process, and reported on alumni relations activities.

Dr. Cooper, Director of Institutional Effectiveness and Assessment, gave an update on enrollment for Summer 2024. The college saw an increase in head count and credit hours. The college's Hispanic marketing and enrollment efforts were highlighted.

Dr. Boyd gave his report to the Board. He reported that the state budget was signed into law; it included a 2% funding increase for community colleges. Construction continues in the College Center, Auditorium, and on the Welcome Center roadway. Thirty-two student athletes qualified as NJCAA Academic and Athletic All-American.

Trustee Hove gave his ICCTA report to the board. The ICCTA annual convention and awards banquet took place on Friday, June 7 in Lombard. The seminar topics included improving transfer articulation and dual credit. Highlights of the FY25 state budget were noted. The college has two projects to add to the Capital Development Board's potential fiscal year funding initiatives: L Building Renovations and the George H. Ryan Activities Center.

Student Trustee Rogers gave his report to the board. He re-introduced himself and shared that Student Life hosted a Lunch & Learn today with Dr. Leonard Porter who gave a Juneteenth presentation. He noted that activities are being planned for the fall semester.

APPROVAL OF SHORT-TERM INVESTMENTS

The administration presented short-term investments with Illinois Funds in the amount of \$200,000.00. Motion was made by Mr. Orr and seconded by Mr. Proctor to approve the investments as presented. On roll call, the vote was:

AYES: Hove, Kick, Orr, Proctor, Widholm, Boicken

ABSTAIN: Martin

Motion Carried

APPROVAL OF FINANCIAL REPORTS

The administration presented the Reconciled Cash Report for April 30, 2024 and the Investment and Financial Summary Report for May 31, 2024. Motion was made by Mr. Hove and seconded by Mr. Proctor to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Hove, Kick, Orr, Proctor, Widholm, Boicken

ABSTAIN: Martin

Motion Carried

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS

Bills totaling \$5,363,784.45, fourteen (14) purchase order requisitions over \$10,000, and one (1) special bill in the amount of \$394.00 were presented for Board review. Motion was made by Mr. Martin and seconded by Mr. Kick to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken

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. Widholm and seconded by Mr. Orr to convene to closed session. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken

Motion Carried

The Board went into closed session at 5:34 pm. The Board returned at 6:05 pm. Motion was made by Mr. Martin and seconded by Mr. Orr to reconvene the Board meeting. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken

Motion Carried

MATTERS OF PERSONNEL

The Board reviewed matters of personnel presented in closed session. Motion was made by Mr. Widholm and seconded by Mr. Hove to approve Matters of Personnel Items 1-6 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 Business Partnership Contracts
- (4) Approval of Full-Time Faculty Appointments, Summer Term, 2024
- (5) Approval of 11-month and 11.5-month Full-Time Credit Division Overload Summary for Summer 2024
- (6) Approval of Payroll and Payment Authorizations to Adult Participants in WIOA Work Experience Program in Kankakee and Livingston Counties

On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

Dr. Boyd welcomed guests Senator Patrick Joyce and Chief of Staff Nick Allen to the board meeting. Senator Joyce stated he has asked the State of Illinois to add Kankakee Community College as the 14th Clean Energy Jobs Act (CEJA) hub. This would provide a unique opportunity for the college to receive training grants. Dr. Boyd thanked Senator Joyce for his advocacy and noted the continuing partnership between the senator and the college.

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board meeting at 6:15 pm was made by Mr. Widholm and seconded by Mr. Proctor. On roll call, the vote was:

AYES: Hove, Kick, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:


Chair


Secretary

