

**KASKASKIA COLLEGE BOARD OF TRUSTEES #501**  
**November 26, 2018 Meeting Minutes**  
**27210 College Road**  
**Centralia, IL 62801**

**ROLL CALL/ATTENDANCE**

Chair, Bill Hawley convened the meeting of the Board of Trustees on Monday, November 26, 2018 at 6:30 p.m. in the Wedekemper Board Room at Kaskaskia College. Trustees present included Jim Beasley, Bill Hawley, Bryan Holthaus, Jack Mays, Linda Stover, Laura Wedekemper, and Student Trustee Alisse Koishor. Trustee Dee Boswell was absent.

College staff members present included President, George Evans, Dr. Susan Batchelor, Dr. Ashley Becker, Jennings Carter, Travis Henson, Nicolas Farley, Jill Hercules, Judy Hemker, Craig Roper, Gina Schuetz, and Cathy Quick. Aaron Heinzmann and members of the Dairy Judging Team Cady McGehee, Patrick Tegeler, Brock Irwin and Alex Walden were in attendance and honored for their fall accomplishments at the pre-meeting dinner.

Coach Mike Hargis and members of the Cross Country Team Savannah Childers, Breann Wernle, Emma Files, Hayden Wimberly, Dawson Webster, Conner Stewart, Nate Blevins, and Kevin Medlin were in attendance and also honored at the pre-meeting dinner. Dennis Weedman, Legal Counsel from Robbins Schwartz was in attendance.

Guests in attendance were Vernell Burris; James Sager and Deana Purcell from Kane Insurance; and from City of Salem, Bill Gruen and Jeanne Gustafson. Bryan Hunt and Bruce Kropp were in attendance from the media.

**PLEDGE OF ALLEGIANCE**

Chair Hawley led the Pledge of Allegiance.

**RECOGNITION OF GUESTS**

President Evans introduced guests in attendance and thanked them for attending.

**PUBLIC COMMENT**

Mr. Vernell Burris made a statement regarding Kaskaskia College tuition.

**CONSENT AGENDA**

Items in the Consent Agenda include:

- October 19, 2018 Greenville Community Meeting
- October 22, 2018 Regular Meeting
- October 26, 2018 Vandalia Community Meeting
- November 2, 2018 Trenton Community Meeting
- November 5, 2018 Workshop Minutes

Ratification and approval of disbursements and payrolls for November 2018 which includes travel reimbursements for Board members and College employees if any requested reimbursement exceeds maximum allowable costs, Treasurer Report, Budget Report, Personnel Report, Foundation Report, Alumni and Friends Report, Friends of

Fine Arts Report, and Kaskaskia College Sports Association Report. Administrative Reports included the Executive Services Report, Administrative Services Report, Instructional Services Report, and Student Services Report.

Motion by Jack Mays to approve the consent agenda as presented. Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Mays, Stover, Wedekemper, and Koishor. Motion was approved.

### **OLD UNFINISHED BUSINESS**

None.

### **NEW BUSINESS CLOSED SESSION**

No Closed Session was held.

### **RESOLUTION 18-64 RESOLUTION ABATING AD VALORUM TAXES ON REAL PROPERTY LOCATED WITHIN THE SALEM AND MARION COUNTY ENTERPRISE ZONE**

Mr. Bill Gruen, City Manager for the City of Salem, explained the proposed Salem and Marion County Enterprise Zone.

Motion by Jack Mays to adopt Resolution 18-64, thereby approving the Enterprise Zone as presented. Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Mays, Stover, Wedekemper, and Koishor. Motion was approved.

### **RESOLUTION 18-65 APPROVAL OF PROPERTY AND CASUALTY INSURANCE PREMIUM AND COVERAGE**

Mr. James Kane, from Kane Insurance explained the proposed insurance coverages. Motion by Bryan Holthaus to adopt Resolution 18-65, thereby approving the College insurance coverage:

1. Commercial Property including Earthquake, Commercial Crime, Inland Marine, Commercial General Liability, Commercial Auto, and Commercial Umbrella including Medical Professional coverages through Wright Specialty, partnering with Markel, at an annual premium of \$151,625 for the period December 1, 2018 through November 30, 2019; and
2. Workers' Compensation coverage through Hastings Mutual at an annual premium of \$84,928 for the period January 1, 2019 through December 31, 2019.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Mays, Stover, Wedekemper, and Koishor. Motion was approved.

### **APPROVAL OF EMPLOYMENT OF DIRECTOR OF PUBLIC SAFETY**

Motion by Linda Stover to approve the employment of Jeffrey Brown as Director of Public Safety, effective December 3, 2018, at an annual salary of \$52,000 with eligibility for fringe benefits.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Mays, Stover, Wedekemper, and Koishor. Motion was approved.

### **APPROVAL OF EMPLOYMENT OF CHIEF INFORMATION OFFICER**

Motion by Bryan Holthaus to approve the employment of Johnny Matthews as full-time Chief Information Officer at an annual salary of \$95,000 with eligibility for fringe benefits.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Mays, Stover, Wedekemper, and Koishor. Motion was approved.

### **APPROVAL OF EMPLOYMENT OF CENTRALIA CORRECTIONAL CENTER PROGRAMS DIRECTOR**

Item tabled to December meeting.

### **APPROVAL OF EMPLOYMENT OF MAINTENANCE SPECIALIST**

Motion by Linda Stover to approved the employment/transfer of Earl Dwayne Hunter from Lead Buildings & Grounds Technician to regular, full-time Maintenance Specialist. This position is at an annual salary of \$40,560 with eligibility for fringe benefits

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Mays, Stover, Wedekemper, and Koishor. Motion was approved.

### **RESOLUTION 18-66**

#### **ESTABLISHING TUITION AND FEE RATES FOR FY2019-2020**

Motion by Bryan Holthaus to adopt Resolution 18-66, thereby approving Kaskaskia College's tuition and fee rates for fiscal year 2019-2020 (beginning Summer 2019) as follows:

1. In-District Tuition be set at \$136.00/credit hour and Mandatory Fees to remain at \$16.00/credit hour, for a total In-District credit hour rate of \$152.00.
2. Out-of-District (In-State) Tuition be maintained at \$235.00/credit hour and Mandatory Fees remain at \$16.00/credit hour, for a total Out-of-District credit hour rate of \$251.00.
3. Out-of-State and International Tuition be maintained at \$395.00/credit hour and Mandatory Fees remain at \$16.00/credit hour, for total Out-of-State and International credit hour rate of \$411.00; and
4. On-line Fee to remain at \$20/credit hour for online, online proctored and hybrid courses.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Mays, Stover, Wedekemper, and Koishor. Motion was approved.

**FINAL READING AND APPROVAL  
NEW ACCURACY IN MARKETING AND RECRUITMENT MATERIALS AND  
PUBLICATIONS POLICY 8.7**

Motion by Bryan Holthaus to approve the New Accuracy in Marketing and Recruitment Materials and Publications Policy 8.7 as presented.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Mays, Stover, Wedekemper, and Koishor. Motion was approved.

**FIRST READING  
DISTANCE LEARNING ENGAGEMENT POLICY 3.75**

The first reading of Distance Learning Engagement Policy 3.75 was heard. A final reading and approval will be at the December meeting.

**FUTURE AGENDA ITEMS**

Future agenda items were listed as:

- A. First Reading of Volunteer Policy
- B. First Reading of Drone Policy
- C. Employment of Network Support Specialist
- D. Employment of Assistant Professor of Computer Information Technology
- E. Reappointment of Probationary Faculty
- F. Approval of Contractor for Student Center Rooftop HVAC System Upgrade (PHS Project) – Dec. 2018
- G. Approval of Contractor for Storm Drain Replacement Project (PHS Project) – Dec. 2018
- H. Approval of Contractor for HVAC System Upgrade Project (PHS Project) – Jan. 2019
- I. Approval of Contractor for Automatic Door Operator Replacement Project (PHS Project) – Dec. 2018
- J. Approval of Easement to Kaskaskia Springs Water Company, LLC (Vandalia)

**TRUSTEE AND PRESIDENT’S COMMENTS AND REPORTS**

Student athletes have distributed Thanksgiving Food Baskets this year with over 20 being given out to students. Additionally over 20 children of students are being given Secret Santa gifts for Christmas.

Finals week is next week with a finals retreat being set up for students to get away and de-stress.

**PRESIDENT’S COMMENTS**

President Evans reported on the following:

- Lots of charitable giving is going on at the College to include Stockings for Soldiers and Secret Santa gifts and blankets.
- The College had a good presence at the Breese Christmas Parade. Recognition is given to Travis Henson for his dedicated work to give KC a presence at parades throughout the district.

- Appreciation is expressed for those who helped with the Enduring Freedom celebration. Many staff helped with the event, which was well attended by students and the public.
- Tickets for the December 8 Foundation Gala are sold out. Over \$40,000 has already been raised.
- Thank you is extended to Gina Schuetz as she retires and attends her last meeting.

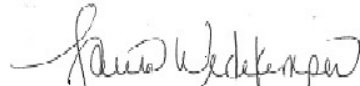
**ADJOURNMENT**

Motion by Jim Beasley to adjourn. All voted yes by voice vote. The meeting adjourned at 7:09 p.m.



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Chair, Board of Trustees  
Kaskaskia College



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Secretary, Board of Trustees  
Kaskaskia College

**RESOLUTION 18-64**

**RESOLUTION ABATING AD VALORUM TAXES ON REAL PROPERTY  
LOCATED WITHIN THE SALEM AND MARION COUNTY  
ENTERPRISE ZONE**

**WHEREAS**, the State of Illinois Enterprise Zone Act, 20 ILCS 655/1 – 10 (the “Enterprise Zone Act” or the “Act”) authorizes Illinois municipalities to designate, by ordinance, an area within its jurisdiction as an Enterprise Zone, subject to review by the Illinois State Enterprise Zone Board (the “Enterprise Zone Board”);

**WHEREAS**, the area described in Exhibit “A”, attached hereto, and made a part hereof, is the proposed Enterprise Zone (the “Proposed Zone”) as submitted to the Department of Commerce and Economic Opportunity (the “DCEO”) for acceptance and review;

**WHEREAS**, per the Act, Salem (the “City”) and Marion County (the “County”) developed an application for a proposed Enterprise Zone (the “Proposed Zone”) as described in Exhibit “A”, attached hereto, and made a part hereof;

**WHEREAS**, the designation and eventual success of the Proposed Zone and its businesses and residents is dependent on demonstrated community support and the nature of incentives to be made available, and;

**WHEREAS**, the Kaskaskia College Board of Trustees (the “Board”) finds that designation of the Proposed Zone will serve the interest of all local taxing authorities and the community by stimulating economic revitalization.

**NOW, THEREFORE, BE IT RESOLVED** By the Board of Trustees of Kaskaskia College, Community College District #501, as follows:

- Section 1. The Board supports the application for the Proposed Zone to be named the Salem and Marion County Enterprise Zone (the “Zone”).
- Section 2. The Zone shall be effective for a period of fifteen (15) years as per the Act, and shall be subject to review by the Enterprise Zone Board after thirteen (13) years to be considered for an additional ten (10) year extension.
- Section 3. The Board hereby authorizes and directs the County Clerk of Marion County to abate ad valorem taxes on real property located within the Zone, upon which new improvements have been constructed or upon which existing improvements have been renovated or rehabilitated, subject to the following:
  - (a) The abatement does not apply to areas of the Zone that are contained within a Tax Increment Financing Redevelopment Area that has been established pursuant to 65 ILCS 5-11-74.4 (the “TIF Act”);
  - (b) The abatement shall only apply to real property taxes corresponding to an increase in assessed valuation on property in the Zone attributable to the construction of improvements and the renovation or rehabilitation of existing improvements on any industrial or commercial property, after improvements have been duly assessed;

- (c) Said abatement shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements made on real property in the Zone;
- (d) Said abatement is allowed only for improvements: (i) the nature and scope of which building permits are required and obtained; (ii) or involve the purchase of building materials costing \$5,000.00 or more; and (iii) for which an application has been forwarded by the Zone Administrator to the Marion County Tax Assessor;
- (e) The abatement shall be in effect commencing with the first tax year after the real property improvements have been assessed;
- (f) Such abatement, subject to the schedule of benefits outlined in paragraphs (g) and (h) shall extend to real property improvements made by business establishments classified by the Marion County Assessor as industrial or commercial properties, however, no abatement shall be authorized for improvements that shall be owned and operated by commercial or industrial concerns properly classified under the following NAICS Codes;

<u>Code</u>	<u>Type</u>
424710	Petroleum bulk stations and terminals
486110	Pipeline transportation of crude oil

- (g) Properties classified as commercial by the Marion County Assessor will be granted the following abatement schedule;

Property Classified as Commercial  
Real Property Tax Abatement Schedule

Years 1-8	100.0%
Year 9 and Beyond	0.0%

Commercial properties shall be those on which retail or service uses are employed. Commercial projects shall include nursing homes and multi-family residential developments of six or more units.

- (h) Properties classified as industrial by the Marion County Assessor will be granted the following abatement schedule;

Property Classified as Industrial  
Real Property Tax Abatement Schedule

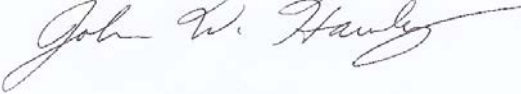
Years 1-10	100.0%
Year 11 and Beyond	0.0%

Industrial properties shall be those on which manufacturing, assembling, wholesale, or warehouse/distribution uses are employed.

- (i) While the abatement is in effect, all public taxing authorities will continue to be paid all taxes corresponding to the equalized assessed valuation for the tax year immediately preceding commencement of the project.

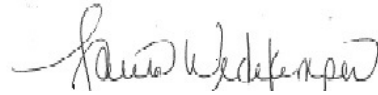
Section 4. A certified copy of this resolution, once approved, shall be submitted to the City of Salem to accompany the Enterprise Zone designation application to be submitted to DCEO.

Dated this 26th day of November 2018



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Chair, Kaskaskia College  
Board of Trustees



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Secretary, Kaskaskia College  
Board of Trustees



**RESOLUTION 18-65**

**RESOLUTION FOR APPROVAL OF INSURANCE COVERAGE FOR COMMERCIAL PROPERTY INCLUDING EARTHQUAKE, GENERAL LIABILITY, AUTO LIABILITY, UMBRELLA LIABILITY INCLUDING MEDICAL PROFESSIONAL LIABILITY AND WORKERS' COMPENSATION**

**WHEREAS**, the College seeks to secure insurance coverage in the above areas, beginning December 1, 2018; and

**WHEREAS**, the College has received quotes for the above insurance coverages that would provide the necessary and adequate coverage for the College's needs. Such quotes, as well as the coverages, are summarized in the attached materials; and

**WHEREAS**, competitive and reasonable rates have been received from Wright Specialty Insurance, partnering with Markel, for all lines of coverage except Workers' Compensation coverage, which will be provided by Hastings Mutual Insurance Company; and

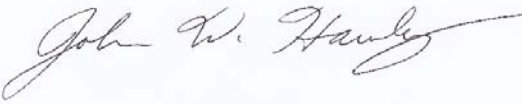
**WHEREAS**, Markel and Hastings Mutual are AM Best "A" rated companies and Wright Specialty is an industry leader in providing insurance for the Education industry; and

**WHEREAS**, the rates that have been secured total \$236,553 and represent savings of approximately \$61,000 from the prior year.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees of Kaskaskia College, Community College District #501, approves the College insurance coverage as outlined in the attached materials:

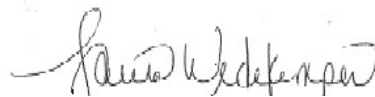
1. Commercial Property including Earthquake, Commercial Crime, Inland Marine, Commercial General Liability, Commercial Auto, and Commercial Umbrella including Medical Professional coverages through Wright Specialty, partnering with Markel, at an annual premium of \$151,625 for the period December 1, 2018 through November 30, 2019; and
2. Workers' Compensation coverage through Hastings Mutual at an annual premium of \$84,928 for the period January 1, 2019 through December 31, 2019.

Dated this 26th day of November 2018.



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Chair, Kaskaskia College  
Board of Trustees



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Secretary, Kaskaskia College  
Board of Trustees

## RESOLUTION 18-66

### RESOLUTION ESTABLISHING TUITION AND FEE RATES FOR FISCAL YEAR 2019-2020

**WHEREAS**, Kaskaskia College is committed to providing quality learning opportunities that are affordable and accessible; and

**WHEREAS**, the availability of FAFSA, which is critical to the college application and acceptance process, is accessible beginning October 1 of the preceding year. Establishing tuition/fee rates for fiscal year 2019-2020 in the preceding fall is advantageous to our prospective students. It provides timely, accurate cost of attendance information so prospective students can make informed decisions. Prospective students have more time to determine the extent that Pell and other financial aid opportunities will cover their financial obligations; and

**WHEREAS**, due to the above issues, the College Administration has reviewed tuition and fee alternatives as well as student tuition and fees policies described in 110 ILCS 805/6 of the *Public Community College Act* and ICCB Rule 1501.505; and

**WHEREAS**, Commitment III, Objective III-I of the Five-Year Institutional Plan states that Kaskaskia College will maintain equitable financial policies and practices and will research funding alternatives to assist students in meeting their financial obligations; and

**WHEREAS**, based on the above due diligence, a review of a tentative fiscal year 2020 budget, Illinois Community College peer group tuition rates and tuition rates of community colleges located in Southern Illinois, an increase in the in-district tuition rate from \$133 per credit hour to \$136 per credit hour shall be effective summer semester 2019; and

**WHEREAS**, this \$3 per credit hour increase plus mandatory fees of \$16 represents total in-district tuition of \$152 per credit hour, amounting to a 2% increase or \$90 a year for a full-time student carrying a 30-credit hour load; and

**WHEREAS**, in order to qualify for essential state funds such as Equalization, the College must maintain 85% of the State average for in-district tuition and mandatory fees; (for fiscal year 2019, the average is  $\$144.36 * 85\% = \$122.71$ -minimum) so the

proposed in-district tuition/mandatory fee rate of \$152.00 per credit hours is expected to be within the ICCB rules; and

**WHEREAS**, according to the Administrative Rules set forth by the Illinois Community College Board, community colleges will set the out-of-district tuition/mandatory fee rate for all other credit instruction in Illinois at a minimum of 1.5 times the highest in-district tuition/fee rate of any of their contiguous Illinois community college districts; and

**WHEREAS**, the College noted that the highest in-district tuition/mandatory fee rate to be charged for our contiguous community colleges for fiscal year 2019 is \$140.50 at Lincoln Land ( $\$140.50 * 1.5 = \$210.75$ -minimum). Thus, the proposed out-of-district tuition/mandatory fee rate of \$251.00 will not change and is expected to be within the ICCB rules; and

**WHEREAS**, according to the Administrative Rules set forth by the Illinois Community College Board, community colleges will set the out-of-state and international tuition/mandatory fee rate at a minimum of 1.67 times the College's in-district rate ( $\$152.00 * 1.67 = \$253.84$ -minimum). Thus, the proposed out-of-state and international tuition/mandatory fee rate of \$411 will not change and is within the ICCB rules; and

**WHEREAS**, the College's fiscal year 2019-2020 tuition plus mandatory fee credit hour rates in the table below are expected to be in compliance with the ICCB Administrative Rules; and

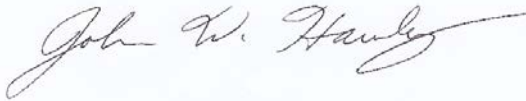
<b>Category</b>	<b>Rate per Credit Hour</b>
In-district	<b>\$ 152</b>
Out-of-district (in state)	<b>\$ 251</b>
Out-of-state and international	<b>\$ 411</b>

**WHEREAS**, the fee rate of \$20 per credit hour for online (including proctored and hybrid courses) will be maintained for fiscal year 2019-2020.

**THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Kaskaskia College, Community College District #501, Kaskaskia College's tuition and fee rates for fiscal year 2019-2020 (beginning Summer 2019) are as follows:

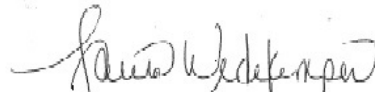
1. In-District Tuition be set at \$136.00/credit hour and Mandatory Fees to remain at \$16.00/credit hour, for a total In-District credit hour rate of \$152.00.
2. Out-of-District (In-State) Tuition be maintained at \$235.00/credit hour and Mandatory Fees remain at \$16.00/credit hour, for a total Out-of-District credit hour rate of \$251.00.
3. Out-of-State and International Tuition be maintained at \$395.00/credit hour and Mandatory Fees remain at \$16.00/credit hour, for total Out-of-State and International credit hour rate of \$411.00; and
4. On-line Fee to remain at \$20/credit hour for online, online proctored and hybrid courses.

Dated this 26<sup>th</sup> day of November 2018



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Chair, Kaskaskia College  
Board of Trustees



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Secretary, Kaskaskia College  
Board of Trustees