

KASKASKIA COLLEGE BOARD OF TRUSTEES #501
August 22, 2022 Meeting Minutes
27210 College Road
Centralia, IL 62801

ROLL CALL/ATTENDANCE

Chair, Bill Hawley convened a regular meeting of the Board of Trustees (Board) on Monday, August 22, 2022 at 6:30 p.m. in the Lifelong Learning Center on the Kaskaskia College (College) main campus. Trustees present at the meeting in person were Bill Hawley, Louis Kalert, Linda Stover, Laura Wedekemper and Student Trustee Alyssa Lurkins. Trustees Jim Beasley, Jeff Brown and Bryan Holthaus were absent.

Dennis Weedman, Legal Counsel from Robbins Schwartz attended the meeting in person.

College staff members attending in person were Cary Day, Joy Fitts, Judy Hemker, Cliff Jourdan, George Kriss, Tammy Lyons, Lynda Marshall, Traci Masau, Julie Obermark, Abbie Potter, Karol Potter, Shawn Richards, Craig Roper, and Amy Troutt. President George Evans attended the meeting remotely.

No media were present.

RECOGNITION

President Evans recognized new employees Jennifer Gazda, Accounts Receivable Specialist and Josie Spihlman, Assistant Professor Mathematics.

PLEDGE OF ALLEGIANCE

Mr. Hawley led the Pledge of Allegiance.

PUBLIC COMMENT

None

CONSENT AGENDA

Items on the Consent Agenda included:

July 22, 2022 – July 23, 2022 Board Retreat Minutes

July 25, 2022 Regular Meeting Minutes

Ratification and approval of disbursements and payrolls for July, 2022 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, Kaskaskia College Sports Association Report, and Kaskaskia College Friends of Fine Arts Report. Administrative Reports include Executive Services Report, Administrative Services Report, Instructional Services Report, and Student Services Report.

Motion by Laura Stover to accept the consent agenda items as presented.

APPROVED 09/26/22

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

OLD UNFINISHED BUSINESS

None

NEW BUSINESS

CLOSED SESSION

No closed session was held.

RESOLUTION 22-41

RESOLUTION FOR TRANSFER OF WORKING CASH FUND INTEREST FOR FISCAL YEAR 2023

Motion by Louis Kalert to adopt Resolution 22-41 authorizing the Vice President of Administrative Services / Treasurer of Kaskaskia College to transfer investment earnings from the Working Cash Fund to the Education Fund in Fiscal Year 2023.

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

RESOLUTION 22-42

RESOLUTION TO APPROVE THE PURCHASE OF ELLUCIAN SOFTWARE-AS-A-SERVICE (SAAS) MODEL

Motion by Louis Kalert to adopt Resolution 22-42 approving the purchase to upgrade the current Ellucian system to Ellucian SaaS in the amount of \$512,893 plus \$614,164 (HEERF Funded) for a total of \$1,127,057 for the first year. The five-year contract cost is \$3,141,121 and replaces the existing Ellucian commitment over the life of the new agreement.

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

APPROVED 09/26/22

RESOLUTION 22-43

RESOLUTION TO APPROVE THE PURCHASE OF SMART PODIUMS & DOCUMENT CAMERAS (TITLE III FUNDING)

Motion by Linda Stover to adopt Resolution 22-43 approving the purchase of SMART podiums and Elmo document cameras from CDW-G of Vernon Hills, IL in the amount of \$28,548.75.

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

APPROVAL OF NEW POSITION OF KC PATHWAY TO HEALTHCARE CAREERS GRANT COORDINATOR AND ALLIED HEALTH OFFICE ASSISTANT (GRANT FUNDED THROUGH THE HEALTHCARE PATH GRANT)

Motion by Louis Kalert to approve the partially grant funded position of KC Pathway to Healthcare Careers Grant Coordinator & Allied Health Office Assistant at a proposed salary range of \$40,000 - \$42,000 eligible for fringe benefits contingent upon ICCB approval of Kaskaskia College PATH Grant implementation plan and budget.

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

APPROVAL OF NEW POSITION OF KC PATHWAY TO HEALTHCARE CAREERS NURSING PROGRAM SUCCESS COACH (GRANT FUNDED THROUGH THE HEALTHCARE PATH GRANT)

Motion by Linda Stover to approve the grant funded position of KC Pathway to Healthcare Careers Grant Nursing Program Success Coach at a proposed salary range of \$65,000 - \$67,000 eligible for fringe benefits contingent upon ICCB approval of Kaskaskia College PATH Grant implementation plan and budget.

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

APPROVAL OF RECLASSIFICATION OF SALEM EDUCATION CENTER COORDINATOR FROM A 30-HOUR POSITION TO A 40-HOUR POSITION

Motion by Mr. Kalert to approve the increase in hours of the Salem Education Center Coordinator, Andrea Shipley from 30-hour part time to 40 hours full time at an annual salary of \$34,611.20.

APPROVED 09/26/22

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF DIRECTOR OF INSTITUTIONAL EFFECTIVENESS

Motion by Laura Wedekemper to approve the hire of Lauren Myers as full-time Director of Institutional Effectiveness, with a tentative effective date of September 1, 2022, at an annual salary of \$85,000 with eligibility for fringe benefits.

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF DIRECTOR OF CHILDREN'S LEARNING CENTER

Motion by Linda Stover to approve the employment of Crystal Donoho as the Children's Learning Center Director effective upon approval by the Board of Trustees, and successful completion of a DCFS background check. Ms. Donoho's annual salary will be \$50,000 with eligibility for fringe benefits.

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

APPROVAL OF RESIGNATION OF DIRECTOR OF DIRECTOR OF CHILDREN'S LEARNING CENTER

Motion by Louis Kalert to accept the resignation of Pamala Smith as the Director of the Children's Learning Center effective July 20, 2022.

Roll call:

Jim Beasley	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Louis Kalert	yes	Alyssa Lurkins	yes

Motion was approved.

FUTURE AGENDA ITEMS

- A. Approval of Fiscal Year 2022-2023 Budget (September)
- B. Approval of Employment of HVAC Instructor at CCC
- C. Approval of Purchase of Vehicle/Trailer Storage Building
- D. Approval of Vendor to Provide Photo Copier Services

APPROVED 09/26/22

TRUSTEE AND PRESIDENT'S COMMENTS AND REPORTS

STUDENT TRUSTEE REPORT

Alyssa Lurkins addressed the Board of Trustees and audibly presented a written report submitted to the Board which summarized the following:

- Kaskaskia College hosted a free summer math boot camp from August 1-4, 2022.
- The Jim Beasley Veterans Tribute received two, one thousand-dollar donations each from Jared Dodson and Dean Skambraks.
- The pass rate for the ARD MS Sonography Physics and Instrumentation Exam was 100%.
- Kaskaskia College hosted a Special Enrollment day on August 6, 2022. This day was for anyone unable to visit the College during regular operation hours.
- Kaskaskia College Men's Basketball Coach Brian Hancock and Athletic Director Scott Stewart hosted three, one-hour Blue Devils basketball camps three weeks straight in partnership with Kaskaskia Workshop, Inc.
- Classes began on August 15, 2022.
- John and Connie Cavaletto donated \$5,000 to the Michele Cavaletto Memorial Scholarship.
- The Kaskaskia College Blue Angels softball team and Coach John Barnes crewed the Unicorn and the POW/MIA hot air balloons at the Centralia Balloon Fest.
- Buretta's will cater the Back-to-School Breakfast that will take place on August 23, 2022.
- Meet the Clubs Day will be held on August 23, 2022.
- Kaskaskia will host a forklift certification class on August 26, 2022.
- The Kaskaskia College Sports Association will host the 19th Annual Par-3 Golf Tournament and Dinner on August 27, 2022. The proceeds will benefit KC's student-athletes.
- Auditions for KC's Fall show, The Enchanted Bookshop, will be held on August 29, 2022 and August 31, 2022. The auditions are open to KC students and community members.

PRESIDENT'S COMMENTS

- Kaskaskia College has been notified the college did not receive the Department of Defense Grant. This grant was a combined effort of the College, Southwest Illinois College, Lewis & Clark Community College, Scott Air Force Base and Boeing. This was a competitive application with only five grants being awarded nationwide from among fifty-six applicants.
- The renovation projects are coming along. There is still a delay with the HVAC units for the HB & L Building Renovation; however, contractors continue installing flooring and finishing touches. Technology is also being installed.
- The concrete has been poured for the ST/Vocational Annex Parking Lot Project. The contractor is moving dirt and cleaning up the area. Over the next few weeks the parking lot will be striped, signs will be installed, and additional lighting will be placed in the parking lot area.

APPROVED 09/26/22

- President's Cabinet members recently completed a Conflict Resolution Training lead by trainers of the National Conflict Resolution Center. The training provided professional development training in the areas of communication and how to have difficult discussions while still respecting the other person's point of view and working together in a professional manner. The trainers were very complimentary of the College's President Cabinet members and their ability to work well together.
- President's Evans thanked everyone who helped represent the college at the Centralia Balloon Fest.
- President Evans recognized Trustee Laura Wedekemper who has been appointed as the representative for the State of Illinois with the Association of Community College Trustees (ACCT), the national community college trustees organization.

ADJOURNMENT

Motion by Louis Kalert to adjourn. All members voted yes by voice vote. The meeting adjourned at 7:00 p.m.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 22-41

RESOLUTION FOR TRANSFER OF WORKING CASH FUND INTEREST FOR FISCAL YEAR 2023

WHEREAS, Kaskaskia College is authorized, pursuant to the Illinois Public Community College Act and ICCB Fiscal Management Manual, to transfer investment income earned by the Working Cash Fund to the Education Fund or Operations and Maintenance Fund, upon the authority of the Board, and such transfers are not subject to repayment; and

WHEREAS, there is continuing concern regarding the stability of the State of Illinois fiscal status. The State's financial challenges are evidenced by an improving, yet poor, credit rating (BBB+ per S & P and Baa2 per Moody's) that is the lowest rated general obligation bond rating of any state. The State's unfunded pension and other post-employment benefit liabilities as well as fixed cost burdens continue to challenge the State's fiscal stability. Because of the College's reliance on state funding for its operating budget, these issues create difficult financial challenges for continuing operations of the College; and

WHEREAS, the tentative operating budget for fiscal year 2023, as presented to the Board at the July 25 Board meeting, includes an operating fund deficit of over \$700,000; and

WHEREAS, the Board of Trustees has determined that it is necessary and in the best interest of the College to continue the practice of transferring investment income earned by the Working Cash Fund to the Education Fund to assist in properly funding operations of the College and maintaining adequate financial reserves; and

WHEREAS, the amount of the transfer is estimated at over \$50,000 for fiscal year 2023; and

THEREFORE BE IT RESOLVED, that the Board of Trustees of Kaskaskia College, Community College District #501 authorizes the Vice President of Administrative Services / Treasurer of Kaskaskia College to transfer investment earnings from the Working Cash Fund to the Education Fund in Fiscal Year 2023.

Dated this 22nd day of August 2022

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 22-42

RESOLUTION TO APPROVE THE PURCHASE OF AN UPGRADE OF THE CURRENT ELLUCIAN SYSTEM TO ELLUCIAN SOFTWARE AS A SERVICE (SaaS) (FEDERAL STIMULUS & INSTITUTIONAL FUNDING)

WHEREAS, over the past 15 years, the college has utilized Ellucian Colleague as the primary enterprise system for student records, payroll, finance, human resources, financial aid, and more; and

WHEREAS, Ellucian Colleague is the *PRIMARY* and critical system in use; and

WHEREAS, the Ellucian Colleague system is currently running on 14 servers that must be maintained, updated, backed up, and secured; and

WHEREAS, there is monthly downtime related to these servers' general support and ensuring disaster recovery procedures are optimal; and

WHEREAS, Ellucian now offers a software-as-a-service (SaaS) product, which means Ellucian, partnering with Amazon Web Services, will host the system on their servers. The college will no longer need to worry about maintenance, updates, backups, and most importantly, securing the sensitive data that resides on the servers; and

WHEREAS, transitioning to a SaaS product in the next five to seven years is inevitable as Ellucian is pushing all schools in this direction; and

WHEREAS, the following table details the 5-year cost of the Ellucian SaaS upgrade:

Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Total 5- Year Cost
\$1,127,057	\$635,466	\$446,018	\$459,399	\$473,181	\$3,141,121

And,

WHEREAS, while the cost for year one is \$1,127,057, Federal stimulus funding in the amount of \$614,164 will be used to subsidize this cost; and

WHEREAS, the 5-year cost of the college's existing Ellucian commitment of \$2,235,712 will be eliminated by the revised SaaS agreement; and

WHEREAS, pursuant to the Illinois Public Community College Act (110 ILCS 805/), this purchase is exempt from the formal bidding process.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approve the purchase to upgrade the current Ellucian system to Ellucian SaaS

with a 5-year cost in the amount \$3,141,121 of which \$614,164 will be funded by Federal stimulus funds and \$2,526,957 will be funded by institutional funds.

Dated this 22nd day of August 2022

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTON 22-43

**RESOLUTION TO APPROVE THE PURCHASE OF SMART PODIUMS AND
ELMO DOCUMENT CAMERAS
(TITLE III GRANT FUNDING)**

WHEREAS, the Title III grant includes funding for the purchase of SMART podiums and Elmo document cameras; and

WHEREAS, this technology provides updated equipment in classrooms, allows for other classrooms to be more flexible for teaching, and sets a standard baseline for the three tiers of classroom technology agreed upon between Information Technology and faculty; and

WHEREAS, the SMART podiums and Elmo document cameras will be installed in non-construction classrooms to ensure faculty can utilize the newest teaching methods, ensuring the best possible experience for face-to-face and remote students; and

WHEREAS, faculty will use this technology to digitize complex formulas and notate areas on slides so all students can visualize them; and

WHEREAS, other equipment purchased allows for physical three-dimension objects to be projected in the classroom and to remote students in high definition; and

WHEREAS, the equipment meets the criteria of one of the bidding exemptions in the Illinois Public Community College Act (110 ILCS 805/), therefore, formal bids were not solicited; and

WHEREAS, in the interest of due diligence, the IT department obtained the following price quotations:

	SMART Podium Unit Price	SMART Podium Quantity: 15	Elmo Document Camera Unit Price	Elmo Document Camera Quantity: 5	Total Extended Price (Quantities)
CDW-G	\$1,693.87	\$25,408.05	\$628.14	\$3,140.70	\$28,548.75
IT savvy	\$1,738.89	\$26,083.35	\$667.48	\$3,337.40	\$29,420.75
Insight Public Sector	\$1,884.00	\$28,260.00	\$622.73	\$3,113.65	\$31,373.65

And,

WHEREAS, as indicated in the above table, CDW-G of Vernon Hills, IL has submitted the overall lowest price quotation in the amount of \$28,548.75; and

WHEREAS, funding for the SMART podiums and Elmo document cameras will come from Title III grant funds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approve the purchase of SMART podiums and Elmo document cameras from CDW-G of Vernon Hills, IL in the amount of \$28,548.75.

Dated this 22nd day of August 2022

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College