

KASKASKIA COLLEGE BOARD OF TRUSTEES #501
December 19, 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, December 19, 2022 at 6:30 p.m. in the Nursing Building on the Kaskaskia College (College) main campus. Trustees present at the meeting in person were Jim Beasley, Jeff Brown, Bill Hawley, Bryan Holthaus, Louis Kalert, Laura Wedekemper, and Student Trustee Alyssa Lurkins. Trustee Linda Stover participated remotely.

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

College staff members attending in person were President George Evans, Alan Boerngen, Shawn Connelly, Cary Day, Chuck DeBernardi, Megan Holtmann, Joy Fitts, Judy Hemker, Traci Masau, Julie Obermark, Abbie Potter, Karol Potter, Craig Roper, Amy Troutt, and Kevin Wheeler.

No media were present.

PLEDGE OF ALLEGIANCE

Chairman Hawley led the Pledge of Allegiance.

RECOGNITION

President Evans recognized the College employees present at the meeting along with guest Jerrod Joggerst of FGM Architects.

PUBLIC COMMENT

None

CONSENT AGENDA

Items on the Consent Agenda included:

1. November 28, 2022 Regular Meeting Minutes
Ratification and approval of disbursements and payrolls for November, 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 Bryan Holthaus to accept the consent agenda items as presented.

Approved 01-23-2023

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

OLD UNFINISHED BUSINESS

None

NEW BUSINESS

CLOSED SESSION

No closed session was conducted.

TECHNICAL STUDIES TIER 1, TIER 2, TIER 3 AND ASSOCIATE IN APPLIED SCIENCE IN TECHNICAL STUDIES PROGRAM

Motion by Jim Beasley to approve the Technical Studies Degree and Certificate Program that is comprised of the Associate of Applied Science in Technical Studies; and, Technical Studies Tier I, Technical Studies Tier II, and Technical Studies Tier III Certificates.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

RESOLUTION 22-64

RESOLUTION ON REAPPOINTMENT OF FIRST-YEAR PROBATIONARY FACULTY TO SECOND-YEAR STATUS, SECOND-YEAR PROBATIONARY FACULTY TO THIRD-YEAR STATUS, AND CONTINUED EMPLOYMENT OF TENURED FACULTY

Motion by Jim Beasley to adopt Resolution 22-64 approving the following recommendations of Julie Obermark, Vice President of Instructional Services, and George Evans, President of Kaskaskia College, effective with the 2023-2024 academic year, which begins August 9, 2023.

First-Year Probationary Faculty Members Recommended for Second-Year Probationary Employment

Arts and Sciences

- Aryashree Kharel

Career and Technical Education

- Connor Pollmann

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Nursing/Allied Health

- Whitney Wadkins

Second-Year Probationary Faculty Members Recommended for Third-Year Employment

Career and Technical Education

- Suzanne Arndt

Tenured Faculty Granted Continued Employment Effective with the 2023-24 Academic Year, Which Begins August 9, 2023.

Career and Technical Education

- Pete Donnelly
- Lyle Gross
- Angenien Huffstutler
- Kelli Malone
- Alexis Myers
- William Waggoner

Arts and Sciences

- Christena Elliott
- Bill Mathena
- Brad Odum
- John Orlet
- Jodi Palm

Nursing/ Allied Health

- Lisa Barrow
- Rebecca McElhose
- Lisa Ring
- Candace Sloat

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

LAB FEE CHANGES – INFORMATIONAL ONLY

The document outlining proposed changes in course lab fees for 2023-2024 was submitted for review. The proposed changes will be approved at the January 23, 2023 meeting.

Approved 01/23/2023

RESOLUTION 22-65

RESOLUTION TO APPROVE FIRM TO PROVIDE PROFESSIONAL MARKETING SERVICES

Motion by Bryan Holthaus to adopt Resolution 22-65 authorizing the College President to enter into an agreement with BAM Marketing Agency of St. Louis, MO to provide professional marketing services for an initial period of one year beginning January 1, 2023 with the option to renew for two additional years contingent upon satisfactory performance by the firm.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

RESOLUTION 22-66

RESOLUTION TO APPROVE PURCHASE OF ELECTRIC VEHICLE TRAINER (WEI GRANT FUNDING AND IGEN FUNDING)

Motion by Louis Kalert to adopt Resolution 22-66 approving the purchase of the SWITCH Electric Vehicle Lab from TOOLKIT Technologies, Inc. of Austin, TX in the amount of \$73,327.00.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

APPROVAL OF NEW POSITION OF TEMPORARY, FULL-TIME ACCOUNTS PAYABLE SPECIALIST (REPLACEMENT POSITION)

Motion by Brian Holthaus to approve the position of Accounts Payable Specialist Temporary at an hourly rate of \$15.00 per hour, \$31,200 annually, with eligibility for fringe benefits.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

APPROVAL OF NEW POSITION OF MANUFACTURING & WORK-BASED LEARNING COORDINATOR (IMEC 75% GRANT FUNDED; 25% INSTITUTIONAL FUNDING)

Motion by Jim Beasley to approve the new position of a Manufacturing & Work- Based Learning Program Coordinator at a proposed salary range of \$50,000 to \$65,000. This

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position will be eligible for fringe benefits. This position is 75% grant funded through the Illinois Manufacturing Excellence Center's Skilled to Build Program.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

APPROVAL OF NEW POSITION OF CTE WORK-BASED LEARNING SPECIALIST (INNOVATIVE BRIDGE AND TRANSITION GRANT FUNDED)

Motion by Louis Kalert to approve the new position of a CTE Work-Based Learning Specialist at a proposed salary range of \$39,000 to \$44,000. This position will be eligible for fringe benefits. The position will be 100% grant funded through the FY 23 Illinois Community College Board Innovative Bridge and Transitions Program.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

APPROVAL OF TWO RESTRUCTURED BUILDINGS AND GROUNDS TECHNICIAN POSITIONS FROM 30-HOUR POSITIONS TO 40-HOUR POSITIONS (REPLACEMENT POSITIONS)

Motion by Jim Beasley to approve the transition of the current two 30 hour Buildings and Grounds positions to two 40 hour Buildings and Grounds Technicians positions. These two positions are Carpenters union positions and eligible for fringe benefits.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF TWO BUILDINGS AND GROUNDS TECHNICIAN POSITIONS

Motion by Louis Kalert to approve the employment of Quinton McGuire and Christopher Holthaus for the two vacant 40-hr Building and Grounds Technicians at \$13.50 per hour, pending reference and background checks. These two positions are Carpenters union positions and eligible for fringe benefits.

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Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Abstained	Alyssa Lurkins	Yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF FULL-TIME ADMINISTRATIVE ASSISTANT TO THE EDUCATION PROGRAM AT THE CENTRALIA CORRECTIONAL CENTER

Motion by Bryan Holthaus to approve the hire of Lisa Wagner as the Administrative Assistant at the Centralia Correctional Center, effective upon completion of background check, and contingent upon board approval. Her annual base salary would be \$34,000, with eligibility for fringe benefits.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

APPROVAL OF RESIGNATION OF ASSISTANT PROFESSOR HEALTH INFORMATION TECHNOLOGY

Motion by Bryan Holthaus to accept the resignation of Kristina Rickhoff as the Assistant Professor of Health Information Technology effective December 22, 2022.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

RESOLUTIONI 22-67

RESOLUTION FOR APPROVAL AND NEED TO KEEP CONFIDENTIAL CLOSED SESSION MINUTES

Motion by Jim Beasley to approve the resolution determining that with regard to closed session minutes from June 27, 2022; September 26, 2022; and October 24, 2022 the need for confidentiality still exists as to all or part of those minutes and such minutes shall remain confidential.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

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Motion was approved.

RESOLUTION 22-68

RESOLUTION FOR ACTION ON CLOSED SESSION AUDIO RECORDINGS

Motion by Jim Beasley to approve the destruction of audio recordings from January 25, 2021 and February 22, 2021 and authorizes the Executive Assistant to the President and Secretary to the Board of Trustees, Karol Potter, to destroy such recordings, pursuant to normal procedures.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

FIRST READING

NEW CAMPUS CLOSURE FOR EMPLOYEES POLICY 4.8100

The first reading of the new Campus Closure for Employees Policy 4.8100 was presented. The final reading and approval will be in January.

FIRST READING

DEFINITION OF RESIDENCE POLICY 5.2102 REVISION

The first reading of the Definition of Residence Policy 5.2102 revision was presented. The final reading and approval will be in January.

FIRST READING

FACULTY CLASS CANCELLATION POLICY 6.1000 REVISION

The first reading of the Faculty Class Cancellation Policy 6.1000 revision was presented. The final reading and approval will be in January.

SECOND AND FINAL READING –TELECOMMUTING AND REMOTE WORK POLICY 4.8001 REVISION

Motion by Louis Kalert to approve the final reading of the Telecommuting and Remote Work Policy 4.8001 revision as presented.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

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SECOND AND FINAL READING – CANCELLATION OF CLASSES POLICY 6.1001 REVISION

Motion by Louis Kalert to approve the final reading of the Cancellation of Classes Policy 6.1001 revision as presented.

Roll call:

Jim Beasley	Yes	Louis Kalert	Yes
Jeff Brown	Yes	Linda Stover	Yes
Bill Hawley	Yes	Laura Wedekemper	Yes
Bryan Holthaus	Yes	Alyssa Lurkins	Yes

Motion was approved.

FUTURE AGENDA ITEMS

- A. Presentation of the FY 2022 Audit
- B. Presentation of Core America Facilities and Custodial Assessment
- C. Presentation of Organizational Chart, Job Descriptions, Restructuring
- D. Approval of Employment of HVAC Instructor at CCC
- E. Approval of Vendor to Provide Photo Copier Services

TRUSTEE AND PRESIDENT’S COMMENTS AND REPORTS

STUDENT TRUSTEE REPORT, ALYSSA LURKINS

- The Kaskaskia College Cosmetology program students spent time at Cedarhurst of Breese.
- Kaskaskia was awarded a literacy grant.
- SSM Health St. Mary’s, Poettker Construction, Kane Insurance Agency, and Southern Illinois Business Association gave donations for the Royale Winter Gala.
- KC Art students utilized the dry-erase walls by making a happy holidays mural and words of encouragement for finals week.
- The Pre-Engineering students presented their annual semester projects for their General Engineering Drawings course.
- The High School Honor Choir Festival and concert took place on December 1, 2022.
- The KC Theatre Department performed a skit during the Centralia Christmas Stroll on December 2, 2022.
- KC offered many services during finals week, including free snacks, a coloring station, and donuts.
- The Holiday Instrumental Concert took place on December 6, 2022.
- Kaskaskia College welcomed Senator Jason Plummer and more than 80 high school students for the Senator's annual Youth Advisory Council. President Evans was among those to speak at the event.
- KC received renewed funding for WEI Grant to assist minority students.
- KC Dairy Judging Team wrapped up the fall on a winning note. Overall, the team won first place, Naomi Scott placed second, Jacob Raber placed fourth, and Nick Hammer placed fifth.
- KC held its LPN and APN Pinning on December 8, 2022

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- The KC runners wrapped up successful seasons in Tallahassee, Florida for championships.
- The Blue Devils Men's Basketball team finished strong versus the Lakers in Region 24/GRAC play.
- The Fall semester finished on December 9, 2022.
- The Kaskaskia College Foundation raised over \$70,000 at its 3rd annual Winter Gala held on December 10th. There were over 300 guests and 20 sponsors in attendance.
- KC is offering a Math Refresh course from December 12-22, 2022.
- The Spring Semester begins on January 9, 2023.
- Kaskaskia College will be hosting the ICCTA Student Trustee meeting on January 24, 2023.
- Devin Kahrhoff is the first apprentice from the KC Automotive Technology Program at Deien Chevrolet in Trenton.

PRESIDENT'S COMMENTS

- The remaining lights and wall packs have been installed on the ST Annex parking lot. The project has been completed and will be closed out.
- President Evans complimented the Information Technology, Public Safety, Administrative Services and Student Services teams on the transition vacating the first floor of the HB Building and moving over to the Lifelong Learning Center. The move was basically flawless as everyone worked very well together to accomplish a successful move. The student services and financial aid staff in these areas are in the training stages of the learning module that will be implemented once the renovation is complete. This module involves the student remaining stationary in a room while the different staff come to the student versus the student going to the different staff areas.
- President Evans reminded the Trustees of the upcoming ACCT Legislative Summit in Washington D.C. from February 5-8, 2023 and the HLC Conference in Chicago from March 25-28, 2023.
- The College was selected by the Association of Community College Trustees (ACCT) and the Illinois Community College Trustees Association (ICCTA) as one of two institutions to present on best President and Board practices at the Governance Leadership Institute. There were representatives from multiple colleges in attendance. This was a great honor for the College to be recognized for the great working relationship between the Board of Trustees and the College Administration.
- President Evans commended the staff who pulled the gala together in four short weeks and recognized everyone who worked behind the scenes to make the event such a huge success. The amount of funds raised is expected to be between \$70,000 and \$75,000.
- President Evans shared his appreciation of the College's partnerships with Poettker Construction, FGM Architects and Robbins Schwartz.

ADJOURNMENT

Motion by Jim Beasley to adjourn. All members voted yes by voice vote. The meeting adjourned at 7:18 p.m.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College