

KASKASKIA COLLEGE BOARD OF TRUSTEES #501
June 27, 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, June 27, 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, Bill Hawley, Bryan Holthaus, Louis Kalert, and Laura Wedekemper and Student Trustee Alyssa Lurkins. Trustees Jeff Brown and Linda Stover participated in the meeting remotely.

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

College staff members attending in person were President George Evans, Brian Atchison, Susan Batchelor, Cary Day, Judy Hemker, Travis Henson, Jill Hercules, George Kriss, Julie Obermark, Abbie Potter, Karol Potter, Craig Roper and Amy Troutt. Police Officer and Director of Public Safety Shawn Richards along with his family members were in attendance.

Media attending in person was Charles Guffy from Centralia Sentinel and Bruce Kropp from WJBD.

RECOGNITION

President Evans recognized Susie Batchelor, Vice President of Student Services, who is retiring June 30, 2022, and thanked her for her years of service to Kaskaskia College.

President Evans then recognized the following new employees: Amy Troutt as the Vice President of Student Services; Maurya Gill as the Human Resources Generalist; Scott Steward as the full-time Athletic Director; and Paige Webster as the Student Success Coach/Academic Advisor.

SWEARING IN CEREMONY

Police Officer Shawn Richards came forward. Chair Hawley administered the oath of office to Officer Richards. Officer Richards became the Director of Public Safety on May 23, 2022.

PLEDGE OF ALLEGIANCE

Mr. Holthaus led the Pledge of Allegiance.

PUBLIC COMMENT

None

APPROVED 07/25/22

CONSENT AGENDA

Items on the Consent Agenda included:

Approval of May 23, 2022 Regular Meeting Minutes
Ratification and approval of disbursements and payrolls for May, 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 Jim Beasley to accept the consent agenda items 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.

OLD UNFINISHED BUSINESS

None

NEW BUSINESS

Motion by Jim Beasley to enter into closed session in accordance with the Illinois Open Meetings Act, and pursuant to Section 2(c) of the Act, the specific reasons for conducting an executive session meeting were as follows:

- (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; 5 ILCS 120/2(c)(1); and
- (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; 5 ILCS 120/2(c)(2)

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 and the meeting entered into closed session at 6:40 p.m.

Motion by Jim Beasley to end closed session and resume open session.

APPROVED 07/25/22

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 and the closed session ended and open session resumed at 7:27 p.m.

RESOLUTION 22-33

RESOLUTION PROVIDING PUBLIC INSPECTION, AVAILABILITY AND PUBLIC HEARING NOTIFICATION REGARDING THE TENTATIVE BUDGET FOR FISCAL YEAR 2023

Motion by Jim Beasley to declare as follows:

Section 1: That the fiscal year of Kaskaskia College, Community College District No. 501 be defined, and the same is hereby fixed and declared to commence on July 1, 2022 and terminate on June 30, 2023.

Section 2: The tentative budget will be on display for public review Monday through Friday, between 8:00 a.m. and 4:00 p.m. (except Friday, July 29), in the office of the Vice President of Administrative Services, AD 211, Administration Building, 27210 College Road, Centralia IL 62801 for a minimum of 30 days beginning no later than July 28, 2022 through September 16, 2022. It will also be available on the Kaskaskia College website, <https://www.kaskaskia.edu/about-kc/consumer-information/>.

Section 3: That a public hearing shall be held as to the tentative budget of Kaskaskia College, Community College District No. 501 for Fiscal Year 2022-2023 on September 26, 2022, at 6:15 p.m. prior to commencement of the regular Board meeting in the Wedekemper Boardroom of the Lifelong Learning Center at Kaskaskia College, 27210 College Road, Centralia, Illinois.

Section 4: That a notice of availability of the tentative budget for public inspection and the date of the public hearing shall be published at least 30 days prior to September 26, 2022 in the Centralia Sentinel.

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.

APPROVED 07/25/22

RESOLUTION 22-34

RESOLUTION TO APPROVE THE FY2024 RESOURCE ALLOCATION MANAGEMENT PLAN (RAMP)

Motion by Bryan Holthaus to approve the submittal of a Resource Allocation Management Program (RAMP) capital request for FY2024 to the Illinois Community College Board to seek funding for the following proposed projects:

- Agriculture Education Center Parking Lot Replacement and Roadway Improvement as project #1
- Elevator Improvements as project #2
- Doorway Accessibility Improvement as project #3

in accordance with the RAMP application process.

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 22-35

RESOLUTION TO APPROVE THE PURCHASE OF A PAPERLESS WORKFLOW, ELECTRONIC SIGNATURE, AND DOCUMENT STORAGE SYSTEM (FEDERAL STIMULUS & INSTITUTIONAL FUNDING)

Motion by Bryan Holthaus to approve the purchase of Perceptive Content, a paperless workflow, electronic signature, and document storage system, from Hyland Software, Inc. of Westlake, OH in an amount not to exceed \$267,570.00.

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.

RESOLUTION 22-36

RESOLUTION TO APPROVE PURCHASE OF A/V EQUIPMENT FOR HB/L BUILDING RENOVATION PROJECT (FEDERAL STIMULUS FUNDING)

Motion by Bryan Holthaus to approve the purchase of the A/V equipment for the HB/L Building Renovation Project from CDW-G of Vernon Hills, IL in the amount of \$29,751.00.

APPROVED 07/25/22

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 22-37

RESOLUTION TO RENEW RENTAL AGREEMENT WITH PRAIRIE CREEK APARTMENTS, LLC

Motion by Bryan Holthaus to approve the renewal of the Rental Agreement with Prairie Creek, LLC from July 1, 2022 to June 30, 2024 for 40 beds at \$300 per month per bed with an option for three annual renewals.

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 SALARY ADJUSTMENTS FOR FY2023

Motion by Jim Beasley to approve a salary increase of 4% for non-collective bargaining staff effective July 1, 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.

APPROVAL OF REVISED 2022FA AND 2023SU ACADEMIC CALENDARS

Motion by Bryan Holthaus to approve the revisions to the 2023-2024 Academic Calendars 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.

APPROVED 07/25/22

APPROVAL OF EMPLOYMENT OF ACCOUNTS RECEIVABLE SPECIALIST

Motion by Bryan Holthaus to approve the hire of Jennifer Gazda as full-time Accounts Receivable Specialist at a salary of \$13.63/hour with an effective state date of July 5, 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.

APPROVAL OF EMPLOYMENT OF READING LINK COORDINATOR (REPLACEMENT POSITION; GRANT FUNDED)

Motion by Bryan Holthaus to approve the hire of Justine Milicevic as Reading Link Coordinator at an annual salary of \$40,000 with eligibility for fringe benefits with a start date of July 18, 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.

APPROVAL OF EMPLOYMENT OF INDUSTRIAL TECHNOLOGY INSTRUCTOR GREENVILLE FEDERAL PRISON CAMP (FEDERAL BUREAU OF PRISONS CONTRACT FUNDED POSITION)

Motion by Bryan Holthaus to approve the hire of Byron Shanks as the Industrial Technology Instructor at the Greenville Federal Prison Camp, effective upon completion of background check, and contingent upon Board approval. His annual base salary would be \$65,000 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 EMPLOYMENT OF MATH TRANSITION COACH (DERA MANDATE; INSTITUTIONALLY FUNDED)

Motion by Bryan Holthaus to approve the hire of Byron Keller as Math Transition Success Coach at the listed salary of \$48,000. A suggested start date is July 11, 2022.

APPROVED 07/25/22

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 TRANSITION OF DEAN OF HEALTH SCIENCES TO NURSING FACULTY

Motion by Bryan Holthaus to approve the transition of Megan Holtmann from Dean of Health Sciences to full-time faculty nursing faculty member at a salary of \$70,928.95 plus agreed upon compensation adjustment based on faculty negotiations, eligible for fringe benefits, with an effective date of October 1, 2022 crediting her with seniority that was accumulated during her previous tenure as a Federation member.

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 RETITLE OF DIRECTOR OF PHYSICAL PLANT TO DIRECTOR OF CAMPUS OPERATIONS

Motion by Bryan Holthaus to approve the retitle of the Director of Physical Plant position to the Director of Campus Operations and to advertise this position at an annual salary range of \$70,000 to \$85,000 per year 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 EARLY CHILDHOOD CONSORTIUM GRANT DIRECTOR (ICAEC GRANT FUNDED)

Motion by Jim Beasley to approve the position of Early Childhood Access Consortium Grant Director at \$57,000 with 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.

APPROVED 07/25/22

APPROVAL OF NEW POSITION OF EARLY CHILDHOOD CONSORTIUM LEARNING LAB COORDINATOR (ICAEC GRANT FUNDED)

Motion by Bryan Holthaus to approve the position of Early Childhood Consortium Learning Lab Coordinator at a salary of \$20-\$23/hour with 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 DIRECTOR OF HUMAN RESOURCES

Motion by Bryan Holthaus to accept the resignation of Jill Hercules as the Director of Human Resources effective July 15, 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.

APPROVAL OF RESIGNATION OF SENIOR ACCOUNTANT

Motion by Bryan Holthaus to accept the resignation of Jessica Ingersoll-Pauling as the Senior Account effective June 13, 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.

APPROVAL OF RETIREMENT OF DIRECTOR OF SALEM EDUCATION CENTER

Motion by Jim Beasley to approve the retirement of Janice Eischens as the Director of Salem Education Center.

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.

APPROVED 07/25/22

**RESOLUTION 22-38
RESOLUTION FOR APPROVAL AND NEED TO KEEP CONFIDENTIAL CLOSED
SESSION MINUTES**

Motion by Bryan Holthaus to approve the destruction of audio recordings from July 27, 2020 and August 24, 2020; and authorizing 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.

**RESOLUTION 22-39
RESOLUTION FOR ACTION ON CLOSED SESSION AUDIO RECORDINGS**

Motion by Bryan Holthaus to approve the determination with regard to closed session minutes from February 28, 2022; March 28, 2022; and May 23, 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

Motion was approved.

**SECOND AND FINAL READING – POLICY 6.0801 - DISTANCE LEARNING
ENGAGEMENT POLICY**

Motion by Bryan Holthaus to approve the revisions to Policy 6.0801 - Distance Learning Engagement Policy.

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 Tentative Budget (July)
- B. Approval of New Position DOD Stem Community College Consortium Cooperative Grant Coordinator (July)

APPROVED 07/25/22

- C. Approval of Employment of HVAC Instructor at CCC
- D. Approval of Purchase of Vehicle/Trailer Storage Building
- E. Approval of Vendor to Provide Photo Copier Services

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:

- Summer classes began on June 6, 2022.
- The first session of the New Student Orientation was hosted on June 15, 2022. Students learned about available services at KC and got a tour of the campus.
- KC hosted a women's basketball program summer camp for young girls. Jay Jenkins and KC players led the camp.
- Two KC students, Cayden Harris and Logan Smith, signed a Fitter Fabricator apprenticeship with CF Fabricators.
- Joy Fitts engaged members of The Greater Centralia Chamber of Commerce about KC's apprenticeship program.
- Kaskaskia College hosted the 33rd Golf Scramble on June 24, 2022.
- KC hosted a Damascus Steel Forging class on June 25, 2022 taught by Dustin Rhodes.
- Former Kaskaskia College student, Alex Huegen, was chosen to participate in the Special Olympics.
- Kara Harris, principal of the Bond County Community Unit #2 High School, was the recipient of the 2022 Kaskaskia College Education Partnership Award.
- The KC softball girls had a record-breaking season of 43-19.
- The KC Nashville Education Center held a "LEGO Robotics 101" KICK class.
- Centralia Junior High students toured the Harry L. Crisp Technology Center. Students visited several areas.
- Kaskaskia College received a Future of Illinois grant from the Illinois Manufacturing Excellence Center (IMEC).
- The Quilters musical closed on June 25, 2022. Professor Lynda Marshall directed the music.
- Several students have already signed up to accept sports scholarships.

PRESIDENT'S COMMENTS

- Alex Huegen, former KC student, won a gold medal at the Special Olympics. Alex will be recognized in the next President's Report to the Community.
- A copy of the 2021-22 President's Report was provided to the Trustees.
- President Evans shared a copy of the revised Procedure 4.1500 – Selection, Appointment, and Reappointment Procedure with the Trustees. The revised procedure improves and clearly outlines the hiring process. President's Cabinet has received one training to date and is in the process of completing a virtual training at this time. The revised procedure will be communicated campus wide.

APPROVED 07/25/22

- The upcoming Board Retreat in July will focus on the Strategic Plan. One plan will be to provide a high-level overview of program costs.
- The College's request for funding of the Mobile Manufacturing Lab has made it to the actual Federal budget to be voted on in September by both Senators Duckworth and Durbin. If awarded, the funds will offset some of the Perkins grant funds which have been allocated to that project.
- President Evans asked the Trustees to review the sample snapshot he sent via email and to provide feedback.
- The Main Campus was closed on May 23, 2022 due to a power strike that knocked out the main transformer to the majority of buildings on the Main Campus. The Main Campus is operational again and will reopen Tuesday – May 24, 2022.
- The 2021-22 President's Report was disseminated to community members at the Community Engagement Meetings held at the five Education Centers. The three meetings held the week of June 20, 2022 were well-attended. The final two meetings will be held the week of June 27, 2022.
- Kaskaskia College will serve as a polling place for Clinton County on June 28, 2022.

ADJOURNMENT

Motion by Jim Beasley to adjourn. All members voted yes by voice vote. The meeting adjourned at 8:11 p.m.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

APPROVED 07/25/22

RESOLUTION 22-33

**RESOLUTION PROVIDING PUBLIC INSPECTION AVAILABILITY AND
PUBLIC HEARING NOTIFICATION REGARDING THE TENTATIVE BUDGET**

WHEREAS, the Illinois Public Community College Act requires each community college district to fix a fiscal year and adopt an annual budget within or before the first quarter of the fiscal year; and

WHEREAS, it is required that the budget be made available in tentative form for public inspection for at least 30 days and that a public hearing be held as to the budget prior to Board approval and action thereon; and

WHEREAS, notice of availability of the tentative budget for public inspection and the date of the hearing must be published at least 30 days prior to the time of hearing.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Kaskaskia College, Community College District 501, Counties of Bond, Clinton, Fayette, Jefferson, Madison, Marion, Montgomery, St. Clair, and Washington, State of Illinois, as follows:

Section 1: That the fiscal year of Kaskaskia College, Community College District No. 501 be defined, and the same is hereby fixed and declared to commence on July 1, 2022 and terminate on June 30, 2023.

Section 2: The tentative budget will be on display for public review Monday through Friday, between 8:00 a.m. and 4:00 p.m. (except Friday, July 29), in the office of the Vice President of Administrative Services, AD 211, Administration Building, 27210 College Road, Centralia IL 62801 for a minimum of 30 days beginning no later than July 28, 2022 through September 16, 2022. It will also be available on the Kaskaskia College website, <https://www.kaskaskia.edu/about-kc/consumer-information/>.

Section 3: That a public hearing shall be held as to the tentative budget of Kaskaskia College, Community College District No. 501 for Fiscal Year 2022-2023 on September 26, 2022, at 6:15 p.m. prior to commencement of the regular Board meeting in the Wedekemper Boardroom of the Lifelong Learning Center at Kaskaskia College, 27210 College Road, Centralia, Illinois.

Section 4: That a notice of availability of the tentative budget for public inspection and the date of the public hearing shall be published at least 30 days prior to September 26, 2022 in the *Centralia Sentinel*.

Dated this 27th day of June, 2022

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 22-34

RESOLUTION TO APPROVE THE FY2024 RAMP APPLICATION

WHEREAS, the Community College Capital Resource Allocation Management Program (RAMP) is the official request of the College for state funding for capital improvement projects; and

WHEREAS, the submission of RAMP requests are submitted to the Illinois Community College Board each calendar year; and

WHEREAS, there is a need for infrastructure improvements at certain College facilities; and

WHEREAS, three projects have been identified for submission in the Ramp request: Agriculture Education Center Parking Lot Replacement and Roadway Improvement; Elevator Improvement Project and Doorway Accessibility Improvement Project.

WHEREAS, the proposed projects are listed as needs in Kaskaskia College's FY2020 – FY2035 Master Facility and Improvement Plan; and

WHEREAS, the proposed Agriculture Education Center Parking Lot Replacement and Roadway Improvement will consist of removal and replacement of the existing concrete to include installation of approximately 4050 square yards of pavement. The project includes reconstruction of approximately 1650 IF of the existing Keister Drive roadway from the south entrance to the West Parking Lot to Shattuc Road and approximately 250 IF of the existing roadway from Keister Drive to east of the entrance to the Agricultural Education Building located on the main campus.

WHEREAS, the proposed Elevator Improvement Project will consist of removal of the HB Elevator, L Building Elevator, ST Elevator and AEC Elevator and associated electrical and fire protection work and replacement with new.

WHEREAS, the proposed Doorway Accessibility Improvement Project removal of existing manual doors between ST and AD 1st and 2nd floor and replaced with new automatic sliding doors with electric air curtains. New doors will be connected to a sensor that will automatically open when someone approaches the door. TO prevent non-conditioned air from infiltrating into the building, electric air curtains will be installed.

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Kaskaskia College, Community College District #501, that the College submit a Resource Allocation Management Program (RAMP) capital request for FY2024 to the Illinois Community College Board to seek funding for the following proposed projects:

- Agriculture Education Center Parking Lot Replacement and Roadway Improvement as project #1
- Elevator Improvements as project #2
- Doorway Accessibility Improvement as project #3

in accordance with the RAMP application process.

Dated this June 27, 2022

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 22-35

RESOLUTION TO APPROVE THE PURCHASE OF A PAPERLESS WORKFLOW, ELECTRONIC SIGNATURE, AND DOCUMENT STORAGE SYSTEM (FEDERAL STIMULUS & INSTITUTIONAL FUNDING)

WHEREAS, Kaskaskia currently has no paperless workflow or electronic signature system with storage capabilities and, with the onset of COVID-19, it became apparent that this severely hindered business; and

WHEREAS, in January 2022, information technology began exploring options and reviewing potential vendors; and

WHEREAS, the purchase and installation of a new paperless workflow system is essential as the College continues to provide more remote ability to students and employees for official documentation and allow insight into the status of the submitted documentation; and

WHEREAS, a new system will also offer a better, more efficient experience for remote work, supporting students and employees, faster response time, and a more fluid, campus-like experience while off-campus; and

WHEREAS, a new paperless workflow system will employ the newest security standards and protocols while increasing reliability; and

WHEREAS, to find the most effective product, information technology worked with Adobe, Ellucian, and Perceptive Content for demonstrations and product walk-throughs; and

WHEREAS, Perceptive Content is already implemented on campus, within several departments, lessening the learning curve; and

WHEREAS, the current version of Perceptive Content has not been upgraded over the past six years, and will require an upgrade; and

WHEREAS, the following table details the cost of the required upgrades to the current Perceptive Content system to include annual maintenance over the next three years:

Item	Proposed Cost
Implementation - Upgrade	\$29,730
Implementation - eSig & Ellucian	\$38,000
Implementation - Workflow & Forms	\$38,440
Annual Maintenance – Year 1	\$53,800
Annual Maintenance – Year 2	\$53,800
Annual Maintenance – Year 3	\$53,800
Total 3-Year Cost	\$267,570

And,

WHEREAS, the above reflects pricing from Hyland Software, Inc., the vendor for Perceptive Content. We are working with Hyland on reduced pricing based on an awarded contract with Sourcewell, a nationally recognized purchasing cooperative; and

WHEREAS, per the Illinois Public Community College Act (110 ILCS 805/), this purchase is exempt from the formal bidding process; and

WHEREAS, funding for the implementation costs and annual maintenance for year one, totaling \$159,970, will come from Federal stimulus funds. Funding for annual maintenance for years two and three, totaling \$107,600, will come from institutional funds budgeted for each respective fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approve the purchase of Perceptive Content, a paperless workflow, electronic signature, and document storage system, from Hyland Software, Inc. of Westlake, OH in an amount not to exceed \$267,570.00.

Dated this 27th day of June 2022

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 22-36

RESOLUTION TO APPROVE PURCHASE OF A/V EQUIPMENT FOR HB/L BUILDING RENOVATION PROJECT (FEDERAL STIMULUS FUNDING)

WHEREAS, at the April 2022 meeting of the Board of Trustees, the Board awarded a bid to Field Wrxs of Teutopolis, IL for the installation of A/V cabling and associated work necessary to accommodate the installation of new A/V equipment as part of the HB/L Building Renovation Project; and

WHEREAS, the bid specifications included alternate bids for the A/V equipment to be installed however, following a review of the alternate bids submitted, a decision was made that the college could procure these items at a more economical cost, and the alternate bids were not accepted; and

WHEREAS, one piece of equipment that needs to be purchased is overhead projectors; and

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

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

Item Description	Qty	CDW-G		Insight		Itsavvy	
		Unit Price	Total	Unit Price	Total	Price	Total
NEC Projector	12	\$2,479.25	\$29,751.00	\$2,563.00	\$30,756.00	\$2,550.92	\$30,611.04

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 \$29,751.00; and

WHEREAS, funding for the purchase of the A/V equipment will come from Federal stimulus 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 the A/V equipment for the HB/L Building Renovation Project from CDW-G of Vernon Hills, IL in the amount of \$29,751.00.

Dated this 27th day of June 2022

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 22-37

RESOLUTION TO RENEW RENTAL AGREEMENT WITH PRAIRIE CREEK APARTMENTS, LLC

WHEREAS, the College desires to provide housing that is safe, desirable and near the campus for all students; and

WHEREAS, the College has established a collaborative and cooperative relationship with owners of Prairie Creek Apartments, LLC, 9805-9851 Shattuc Rd, Centralia, Illinois, and they have consistently provided excellent service to our students who live in the apartments; and

WHEREAS, the College has a strong NJCAA Division I Athletic program and provides housing as one of the components of some of the student athletes scholarship package and student athletes who have housing as a part of their scholarship reside in Prairie Creek Apartments; and

WHEREAS, the College has rented from 50 decreasing to 40 beds from Prairie Creek Apartments, LLC under a lease agreement that was effective July 1, 2015 through June 30, 2020; and

WHEREAS, the College currently participates in a lease for 40 beds which was effective July 1, 2020 through June 30, 2022; and

WHEREAS, the College seeks to enter into a new lease for 40 beds effective July 1, 2022 through June 30, 2024 with options to renew the lease annually through 2027; and

WHEREAS, the College agrees to pay Prairie Creek, LLC \$300 per month per bed; and

WHEREAS, specific provisions for protection of the health and safety of students has been defined in the proposed rental agreement; and

WHEREAS, the rental agreement has been reviewed and approved by the College's legal counsel and has been written to reflect what is in the best interest for the protection of health and safety of our students and the College.

NOW, THEREFORE BE IT RESOLVED, by the Kaskaskia College Board of Trustees, Community College District #501, that the College approves the renewal of the Rental Agreement with Prairie Creek, LLC from July 1, 2022 to June 30, 2024 for 40 beds at \$300 per month per bed with an option for three annual renewals.

Dated this 27th Day of June, 2022

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 22-38

**RESOLUTION FOR APPROVAL
AND NEED TO KEEP CONFIDENTIAL CLOSED SESSION MINUTES**

WHEREAS, pursuant to the Illinois Open Meetings Act, each public body is required to periodically meet to review minutes of all closed meetings; and

WHEREAS, pursuant to the Act, the purpose of such review is to make a determination that the need for confidentiality still exists as to all or part of those minutes or that the minutes or portions thereof no longer require confidential treatment and are available for public inspection; and

WHEREAS, Closed session minutes from February 28, 2022; March 28, 2022; and May 23, 2022 are being considered and each Board member has had an opportunity to review such minutes; and

WHEREAS, pursuant to the Act, the allowable topics for conducting a closed session are limited to sensitive items, including, but not limited to, personnel issues and imminent legal actions. If such sensitive information is not kept confidential, College employees could be publicly harmed, legal liability with regard to privacy issues could be created or information that would otherwise be privileged in a legal proceeding could harm the College. Such legal liability could negatively affect both the College and individual Trustees; and

WHEREAS, consistent with past practice, closed session minutes should remain confidential for the above reasons.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Kaskaskia College, Community College District #501, has determined that with regard to closed session minutes from February 28, 2022; March 28, 2022; and May 23, 2022 the need for confidentiality still exists as to all or part of those minutes and such minutes shall remain confidential.

Dated this 27th day of June 2022.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 22-39

**RESOLUTION FOR ACTION ON
CLOSED SESSION AUDIO RECORDINGS**

WHEREAS, pursuant to the Illinois Open Meetings Act, each public body is required to keep a verbatim record of all their closed meetings in the form of an audio or video recording; and

WHEREAS, pursuant to the Act, the verbatim record may be destroyed without notification to or the approval of any external authority no less than 18 months after the completion of the meeting recorded after the public body approves the destruction of a particular recording and the public body approves the minutes of the closed meeting; and

WHEREAS, closed session audio recordings from the July 27, 2020, and August 24, 2020 meetings are being considered and each Board member has had an opportunity to review the recordings from such meetings; and

WHEREAS, closed session minutes for the above meetings were approved by the Board of Trustees on December 21, 2020. Such minutes will not be destroyed. The minutes will be kept in confidential status pursuant to the requirements of the Open Meetings Act.

WHEREAS, pursuant to the Open Meetings Act, the allowable topics for conducting a closed session are limited to sensitive items, including, but not limited to, personnel issues and imminent legal actions. If such sensitive information is not kept confidential, College employees could be publicly harmed, legal liability with regard to privacy issues could be created or information that would otherwise be privileged in a legal proceeding could harm the College. Such legal liability could negatively affect both the College and individual Trustees; and

WHEREAS, consistent with past practice, the above audio recordings of closed sessions should be destroyed for the above reasons, pursuant to the timeline established by the legislature in the Open Meetings Act.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Kaskaskia College, Community College District #501, approves the destruction of audio recordings from July 27, 2020 and August 24, 2020; 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.

Dated this 27th day of June 2022.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College