

**KASKASKIA COLLEGE BOARD OF TRUSTEES #501**

**May 20, 2024, Meeting Minutes**

**Nashville Education Center**

**17869 Exchange Avenue**

**Nashville, IL 62263**

**ROLL CALL/ATTENDANCE**

Chair Bill Hawley convened a regular meeting of the Board of Trustees (Board) on Monday, May 20, 2024, at 6:30 p.m. at the Nashville Education Center.

**APPOINTMENT OF PRO-TEMPORE SECRETARY**

Chair Bill Hawley appointed Linda Stover as Secretary Pro-Tempore in the absence of Laura Wedekemper.

Trustees present at the meeting in person were Craig Finke, Bill Hawley, Bryan Holthaus, Louis Kalert, Linda Stover, and Student Trustee Connor Wademan. Trustees Jim Beasley and Laura Wedekemper were absent.

Kevin Noll, Legal Counsel from Robbins Schwartz attended the meeting in person.

College staff members attending in person were George Evans, Cary Day, Sara Hanks, Chris Holloway, George Kriss, Traci Masau, Julie Obermark, Staci Palm, Karol Potter, Sarah Ratermann, Craig Roper, Kevin Wheeler, and Amy Zanton.

Media attending in person was Steven Stilt.

**PLEDGE OF ALLEGIANCE**

Chair Hawley led in the Pledge of Allegiance.

**RECOGNITION**

President Evans welcomed everyone and introduced Tim Richter and Chris Suda from CliftonLarsonAllen (CLA) who were present remotely to present the audit.

**PUBLIC COMMENT**

No public comment.

**CONSENT AGENDA**

Items on the Consent Agenda include:

April 22, 2024, Regular Meeting Minutes

Ratification and approval of disbursements and payrolls for April 2024 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, and Friends of Fine Arts Report. Administrative Reports include Executive Services Report, Administrative Services Report, Institutional Support and Technology Services Report, Instructional Services Report, and Student Services Report.

Approved 06/24/24

Motion by Bryan Holthaus to accept the consent agenda.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

## **OLD UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

### **CLOSED SESSION**

No Closed Session was held.

## **PRESENTATION AND ACCEPTANCE OF FISCAL YEAR 2023 FINANCIAL STATEMENT AUDIT**

Chris Suda and Tim Richter from CliftonLarsonAllen addressed the Board remotely and presented the audit results. The Financial Statements and Supplementary Information for Years Ended June 30, 2023, and June 30, 2022, were presented which documents had been provided to the Board electronically via separate cover with the Board materials.

Motion by Linda Stover to accept the Independent Auditors' Report on the Audited Financial Statements for the Fiscal Years Ended June 30, 2023, and 2022.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

## **APPROVAL OF SALARY ADJUSTMENTS FOR FISCAL YEAR 2025**

Motion by Bryan Holthaus to approve base salary adjustments of 4% for non-collective bargaining unit employees of Kaskaskia College as presented with exceptions identified for some collective bargaining unit employees, for the fiscal year July 1, 2024-June 30, 2025, and approve President Evans, or his designees, to discuss compensation adjustments and memorandums of understanding with collective bargaining unit representatives.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

Approved 06/24/24

**RESOLUTION 24-19**

**RESOLUTION ON REAPPOINTMENT OF FIRST-YEAR PROBATIONARY FACULTY TO SECOND-YEAR STATUS, SECOND-YEAR PROBATIONARY FACULTY TO THIRD-YEAR STATUS, THIRD-YEAR PROBATIONARY FACULTY TO TENURE STATUS**

Motion by Linda Stover to adopt Resolution 24-19 approving the following recommendations of Mrs. Julie Obermark, Provost & Vice President of Instructional Services and Mr. George Evans, President of Kaskaskia College, effective with the 2024-2025 academic year, which begins August 14, 2024.

First-year probationary faculty members recommended for second-year probationary employment:

**Arts and Sciences**

- Cody Paul

**Nursing/Allied Health**

- Katy Knolhoff
- Mary Beth Suedmeyer

Second-year probationary faculty members recommended for third-year probationary employment:

**Arts and Sciences**

- Josie Spihlmann

Third-year probationary faculty members recommended for tenured employment:

**Arts and Sciences**

- Lesley Brower
- Tim Wight

**Nursing/Allied Health**

- Kaylee Hilmes
- Amy Woltering

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

**RESOLUTION 24-20**

**RESOLUTION TO APPROVE THE CONTRACTOR FOR TENNIS COURT REPAIRS (100% INSTITUTIONAL FUNDING)**

Motion by Bryan Holthaus to adopt Resolution 24-20 approving the bid submitted by Courts and Cracks of Effingham, IL for tennis court repairs in the amount of \$51,554.00.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

**RESOLUTION 24-21**

**RESOLUTION TO APPROVE THE PURCHASE OF AN AUTOMOTIVE SCISSOR ALIGNMENT LIFT (100% ICCB REV UP EV COMMUNITY COLLEGE INITIATIVE GRANT FUNDING)**

Motion by Linda Stover to adopt Resolution 24-21 approving the purchase of the automotive scissor alignment lift from Mohawk / Hunter Engineering Company of Amsterdam, NY in the amount of \$47,374.19.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

**RESOLUTION 24-22**

**NOTIFICATION TO KASKASKIA COLLEGE EMPLOYEES AT CENTRALIA CORRECTIONAL CENTER**

Motion by Bryan Holthaus to adopt Resolution 24-22 establishing that the Board

- Regrettably suspend the educational programs at the Centralia Correctional Center effective August 1, 2024, unless a new contract is issued and approved by the Illinois Department of Corrections and the Kaskaskia College Board of Trustees prior to that date; and
- Resolve that the Kaskaskia College administration and Board of Trustees are committed to continued negotiations and the pursuit of renewing its contractual arrangement with the Illinois Department of Corrections and has every intention of continuing educational programming upon an agreed upon contract with the Illinois Department of Corrections; and
- Authorize the College Administration to take all necessary actions to implement the suspension of the career and technical educational programs contracted for delivery at the Centralia Correctional Center, including providing notification of the discontinuation to the State of Illinois, Department of Corrections; and
- Resolve that any past resolution, policy, authority, or any action of the Board inconsistent with this Resolution, is hereby amended so as to conform with this resolution. This resolution shall be in full force and effect from and after its adoption.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

**APPROVAL OF ADJUSTED COLLEGE CALENDAR**

Motion by Linda Stover to close all Kaskaskia College facilities on Thursday, June 20th and provide KCFT members with the opportunity to take off on Friday, August 16th in recognition of all staff and faculties efforts in achieving a successful Higher Learning Commission mid-cycle review resulting in an unblemished report and all criteria for accreditation met with no concerns.

Approved 06/24/24

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

**APPROVAL OF EMPLOYMENT OF FINANCIAL AID ADVISOR (REPLACEMENT POSITION)**

Motion by Bryan Holthaus to approve the employment of Tara Kellermann as Financial Aid Advisor effective June 3, 2024, at an annual salary of \$39,000.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

**APPROVAL OF EMPLOYMENT OF BUILDINGS & GROUNDS TECHNICIAN (1 OF 2) (REPLACEMENT POSITION)**

Motion by Linda Stover to approve the employment of Dean Meredith as a Buildings and Grounds Technician at a rate of \$16.08 per hour with a tentative start date of June 3, 2024.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

**APPROVAL OF EMPLOYMENT OF BUILDINGS & GROUNDS TECHNICIAN (2 OF 2) (REPLACEMENT POSITION)**

Motion by Bryan Holthaus to approve the employment of Janelle Lyons as a Buildings and Grounds Technician at a rate of \$16.08 per hour with a tentative start date of June 3, 2024.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

**APPROVAL OF EMPLOYMENT OF ASSISTANT PROFESSOR OF THEATRE AND COMMUNICATION (REPLACEMENT POSITION)**

Motion by Linda Stover to approve the employment of Nathan Young as Assistant Professor of Theatre and Communication effective August 12, 2024, at a salary of \$56,358 based on MS and Level 6 based on education, prior teaching experience, and industry experience.

Approved 06/24/24

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

### **FIRST READING – NEW INTRODUCTORY PROBATIONARY PERIOD FOR NON-FACULTY EMPLOYEES POLICY 4.1600**

The First Reading of the new Introductory Probationary Period for Non-Faculty Employees Policy 4.1600 was presented. The final reading and approval will be at the June 2024 meeting.

### **FIRST READING – REVISIONS TO TELECOMMUTING AND REMOTE WORK POLICY 4.8100**

The First Reading of revisions to the Telecommuting and Remote Work Policy 4.8100 was presented. The final reading and approval will be at the June 2024 meeting.

### **SECOND READING – REVISION TO PAID LEAVE FOR ALL WORKERS ACT POLICY 4.3108**

Motion by Bryan Holthaus to approve the Second Reading of the revised Paid Leave for All Workers Act Policy 4.3108.

Roll call:

Craig Finke	yes	Louis Kalert	yes
Bill Hawley	yes	Linda Stover	yes
Bryan Holthaus	yes	Connor Wademan	yes

Motion was approved.

### **FUTURE AGENDA ITEMS**

- A. Resolution to Approve Contractor for Agricultural Center Parking Lot (Institutional Funding)
- B. Approval of Contractor for Storage Shelter (100% Community Project Funding/Congressional Directed Spending Grant)
- C. Approval of Vendor to Provide Intercollegiate Student Athlete Secondary Accident Insurance
- D. Approval of Purchase of a Cyclorama and A/V Equipment (100% Title III Funding)
- E. Resolution to Establish the Dollar Limit Threshold for the Requirement of a Performance Bond
- F. Approval of Employment of Children’s Learning Center Teacher (Replacement Position)

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

#### **STUDENT TRUSTEE REPORT**

Student Trustee Connor Wademan presented an oral report to the Board which summarized the following:

Approved 06/24/24

- The spring picnic was held on April 23, 2024. Students and staff had the opportunity to participate in impaired driving simulation, two escape rooms, and goat yoga.
- President Evans held a student forum on April 23, 2024, during the spring picnic. Both the Cosmetology and Dental Assisting Programs had great attendance and student participation.
- The Theatre Program showcased “The Rainbow Fish” on May 3, 2024.
- The Aspirations in Manufacturing (AIM) Student Showcase was held at the Crisp Technology Center on May 6, 2024. Four students participated in the AIM program.
- The Allied Health pinning ceremony was held on May 9, 2024. Students in the Associate Nursing Degree, Respiratory Therapy, Physical Therapist Assistant, and Radiology Programs were recognized.
- The commencement ceremony was on May 10, 2024.
- Summer classes begin on June 3, 2024.

### **PRESIDENT’S COMMENTS**

- President Evans thanked the Board of Trustees for their support during the HLC visit and for granting staff a well-deserved day off to celebrate the outstanding results of the visit.
- The college is in the final stages of having the final draft of the most recent Economic Impact Study. The plan is to unveil the new Economic Impact Study to the Board next month and to begin showcasing it at the Community Engagement Meetings in July. The study is very flattering of the college. This is an external report prepared by the firm Lightcast. The study shows that for every \$1.00 the taxpayers invest in the Kaskaskia College district, the return on investment is \$1.10. According to Lightcast, that is unheard of with institutions of higher education. In addition to the return on investment from the taxpayer side, the study also speaks to the ongoing training the college is providing to the workforce in our district as well as highlights the \$11 million waived in dual credit tuition in the last five years in our district alone.
- The Allied Health pinning ceremony was held May 9, 2024. Graduation was held on May 10, 2024, with a standing-room only crowd with several hundred guests in the overflow area in the Auditorium. The Adult Education graduation was held on May 16, 2024, with a spirited crowd as well.
- The Board members were provided with a copy of the HLC final report. The report was reviewed in detail by President’s Cabinet and areas of improvements identified will be included in our annual planning process. The report contained multiple complimentary quotes about the institution and the Board of Trustees. The final report is a strong indication of how well individuals perform at Kaskaskia College.

### **ADJOURNMENT**

Motion by Bryan Holthaus to adjourn. All members voted yes by voice vote. The meeting was adjourned at 7:21 p.m.

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College

Approved 06/24/24

## RESOLUTION 24-19

### RESOLUTION ON REAPPOINTMENT OF FIRST-YEAR PROBATIONARY FACULTY TO SECOND-YEAR STATUS, SECOND-YEAR PROBATIONARY FACULTY TO THIRD YEAR STATUS, THIRD-YEAR PROBATIONARY FACULTY TO TENURED

**WHEREAS**, the College in accordance with its policies, procedures, and contractual agreements provides for a system of granting tenure to full-time faculty, and

**WHEREAS**, the College has a definitive review process with specific criteria required for advancing through the tenure process, and

**WHEREAS**, the first-year probationary faculty members are recommended for second-year probationary employment by Mrs. Julie Obermark, Provost, Vice President of Instructional Services and Mr. George Evans, President of Kaskaskia College, effective with the 2024-25 academic year, which begins August 14, 2024.

#### **Arts and Sciences**

- Cody Paul

#### **Nursing/Allied Health**

- Katy Knolhoff
- Mary Beth Suedmeyer

**WHEREAS**, the following second-year probationary faculty members are recommended for third-year probationary employment by Mrs. Julie Obermark, Provost, Vice President of Instructional Services and Mr. George Evans, President of Kaskaskia College, effective with the 2024-25 academic year, which begins August 14, 2024.

#### **Arts and Sciences**

- Josie Spihlmann

**WHEREAS**, the following third-year probationary faculty members are recommended for tenured employment by Mrs. Julie Obermark, Provost, Vice President of Instructional Services and Mr. George Evans, President of Kaskaskia College, effective with the 2024-25 academic year, which begins August 14, 2024.

#### **Arts and Sciences**

- Lesley Brower
- Tim Wight

#### **Nursing/Allied Health**

- Kaylee Hilmes
- Amy Woltering

**WHEREAS**, the above recommendations for continued employment are made as part of the Kaskaskia College tenure review and faculty evaluation process, and reflect that the



listed faculty members have met the requirements for progression in that process. Such recommendations do not preclude the College from implementing reductions in force for any faculty positions subsequent to the above recommendations being approved.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Trustees, Kaskaskia College, Community College District #501, that after review, the recommendations of the Vice President of Instructional Services and the President, are hereby approved and the College Administration is authorized to implement such actions; and

**NOW, THEREFORE BE IT FURTHER RESOLVED** that the Board of Trustees extends congratulations to each of these faculty members for achieving the professional advancements as noted herein.

**DATED THIS 20th DAY OF MAY, 2024**

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Board Chairman

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Board Secretary

## RESOLUTION 24-20

### RESOLUTION TO APPROVE THE CONTRACTOR FOR TENNIS COURT REPAIRS (100% INSTITUTIONAL FUNDING)

**WHEREAS**, the six tennis courts on the main campus were constructed in 2009 and have reached a point where repairs are necessary; and

**WHEREAS**, the repairs include pressure washing each tennis court, removing existing nets and cleaning out all cracks, filling two joints between the concrete and tennis courts with sand and self-leveling joint filler, applications of acrylic re-surfacer with sand followed by the application of two coats of paint with sand, repainting playing lines, and replacing the tennis court nets; and

**WHEREAS**, in addition to publishing a legal notice in the April 19, 2024 edition of the Morning Sentinel, the following contractors were emailed a copy of the invitation to bid document:

Contractor	City/State
Courts and Cracks	Effingham, IL
Rooters Asphalt	Beckemeyer, IL
Sport Court of St. Louis	St. Louis, MO
AG Sport Surfaces	Lebanon, IN
MTJ Sports	Kewanee, IL
Howell Paving, Inc.	Salem, IL

And,

**WHEREAS**, as a result of the bidding process, the following sealed bid was received:

Contractor	Bid Price
Courts and Cracks	\$51,554.00

And,

**WHEREAS**, based on a review of the bid submitted by Courts and Cracks, the company's bid complies with the scope of work indicated in the bid document; and

**WHEREAS**, funding for the tennis court repairs will come from institutional funds.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approves the bid submitted by Courts and Cracks of Effingham, IL for tennis court repairs in the amount of \$51,554.00.**

Dated this 20<sup>th</sup> day of May 2024

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College

**RESOLUTION 24-21**

**RESOLUTION TO APPROVE THE PURCHASE OF  
AN AUTOMOTIVE SCISSOR ALIGNMENT LIFT  
(100% REV UP EV COMMUNITY COLLEGE INITIATIVE GRANT FUNDING)**

**WHEREAS**, the Illinois Community College Board (ICCB) Rev Up EV Community College Initiative Grant provides funding for the purchase of instructional equipment for the College’s Hybrid & Electric Vehicle Technology Program; and

**WHEREAS**, one piece of equipment to be funded by this grant is an automotive scissor alignment lift; and

**WHEREAS**, with the current renovation of the Automotive Technology shop, the existing automotive scissor lift, which is approximately 24 years old, has been disassembled and removed; and

**WHEREAS**, the new automotive scissor alignment lift to be purchased and installed in the Automotive Technology shop is a Mohawk / Hunter Engineering Company model RX14KLIS; and

**WHEREAS**, this lift includes fully integrated alignment technology, power slide, and an inflation station, and will accommodate low profile electric vehicles thereby mitigating the risk of damage to this type of vehicle; and

**WHEREAS**, the following table details the price proposal submitted by Mohawk / Hunter Engineering Company:

Description	Proposed Price
Hunter RX14KLIS Scissor Alignment Lift	\$46,110.32
RX Light Kit for K Model Racks	\$1,263.87
<b>Total:</b>	<b>\$47,374.19</b>

And,

**WHEREAS**, the pricing submitted by Mohawk / Hunter Engineering Company is based on an awarded contract the company has with Sourcewell, one of the purchasing cooperatives the College frequently utilizes; and

**WHEREAS**, the Illinois Public Community College Act (110 ILCS 805/3-27.2), and the College’s Purchasing and Contracts Policy (Policy #3.6002) provides for participation in joint purchases by governmental units to include contracts such as the one awarded to Mohawk / Hunter Engineering Company by Sourcewell and, therefore, it is not necessary to seek competitive bids for this automotive scissor alignment lift.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approves the purchase of the automotive scissor alignment lift from Mohawk / Hunter Engineering Company of Amsterdam, NY in the amount of \$47,374.19.**

Dated this 20<sup>th</sup> day of May 2024

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College

**RESOLUTION 24-22**

**RESOLUTION**

**FOR**

**NOTIFICATION OF SUSPENSION OF KASKASKIA COLLEGE  
EDUCATIONAL PROGRAMS AT CENTRALIA CORRECTIONAL CENTER**

**WHEREAS**, Kaskaskia College programs located at the Centralia Correctional Center are funded by the State of Illinois and operated by Kaskaskia College through a vendor contractual arrangement; and

**WHEREAS**, the Kaskaskia College programs and staff that provide educational opportunities at the Centralia Correctional Center are invaluable asset to the Illinois Department of Corrections and the State of Illinois as a whole; and

**WHEREAS**, the lack of an approved contract renewal with the State of Illinois with regard to the Kaskaskia College programs at the Centralia Correctional Center will not be financially feasible for Kaskaskia College to burden all costs associated in providing the invaluable educational offerings; and

**WHEREAS**, the Board of Trustees of Kaskaskia College - Community College District 501 finds it necessary to discontinue the educational programs at the Centralia Correctional Center, effective August 1, 2024, and to decrease the number of Staff employed by the College at the Centralia Correctional Center by seven (7).

**NOW THEREFORE, BE IT RESOLVED** that the Board of Trustees of Kaskaskia College - Community College District 501 shall regrettably suspend the educational programs at the Centralia Correctional Center effective August 1, 2024, unless a new contract is issued and approved by the Illinois Department of Corrections and the Kaskaskia College Board of Trustees prior to that date; and

**NOW THEREFORE, BE IT RESOLVED**, that the Kaskaskia College administration and Board of Trustees are committed to continued negotiations and the pursuit of renewing its contractual arrangement with the Illinois Department of Corrections and has every intention of continuing educational programming upon an agreed upon contract with the Illinois Department of Corrections; and

**NOW THEREFORE, BE IT FURTHER RESOLVED** that the College Administration is authorized to take all necessary actions to implement the suspension of the career and technical educational programs contracted for delivery at the Centralia Correctional Center, including providing notification of the discontinuation to the State of Illinois, Department of Corrections.

**NOW THEREFORE, BE IT FINALLY RESOLVED** that any past resolution, policy, authority, or any action of the Board inconsistent with this Resolution, is hereby amended so as to conform with this resolution. This resolution shall be in full force and effect from and after its adoption.

DATED THIS 20th DAY OF MAY 2024

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Chairman, Board of Trustees

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Secretary, Board of Trustees