

KASKASKIA COMMUNITY COLLEGE DISTRICT #501
27210 College Road, Centralia, Illinois

Board of Trustees Meeting Agenda
November 23, 2020
6:30 p.m.

Meeting 6:30 p.m.
Lifelong Learning Center
Kaskaskia College

- I. Call to Order**
- II. Roll Call**
- III. Pledge of Allegiance**
- IV. Public Comment**
- V. Recognition**
 - A. Guests
- VI. Annual Plan Update**
 - A. Student Services – Susan Batchelor
 - B. 2019-2020 Annual Plan Final Report – Alan Boerngen
- VII. Consent Agenda**

If any Trustee wishes to extract an item from the Consent Agenda, in order to discuss and/or vote on the issue separately, he/she may request this prior to the Consent Agenda being considered. The item will then be considered as part of the regular Agenda.

 - A. Approval of Minutes
 - 1. October 26, 2020 Regular Meeting Minutes 8-39
 - 2. November 9, 2020 Retreat Minutes 39-40
 - B. Ratification and approval of disbursements and payrolls for November 2020, which includes travel reimbursements for board members and college employees whose requested reimbursement exceeds maximum allowable costs, Treasurer’s Report, Budget Report, and Personnel Report

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| General Fund | \$ 1,407,595 | |
| Payroll | \$ 1,302,728 | |
| Restricted Fund | \$ 99,401 | |
| Trust/Agency | \$ 2,319 | |
| Total | \$ 2,812,043 | |
 - C. Foundation Report 48-49
 - D. Friends of Fine Arts Report 50
- VIII. Administrative Reports**
 - A. Executive Services Report by President, George Evans 51-100
 - 1. Physical Plant Report and Capital Projects Report
 - 2. Safety and Security Report
 - 3. Legal Update
 - 4. 2020-2021 Annual Plan Update Reports
 - a. Executive Services
 - b. Administrative Services
 - c. Instructional Services

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| | d. Student Services | |
| B. | Administrative Services Report by Vice President, Judy Hemker | 101-124 |
| | 1. Grants Report | |
| | 2. State Payments Report | |
| | 3. Information Technology Report | |
| | 4. Veteran's and Military Report | |
| | 5. CARES and GEER Use of Funds Update | |
| | 6. Administrative Services Team Meeting Minutes | |
| C. | Instructional Services Report by Vice President, Ashley Becker | 125-134 |
| | 1. Instructional Services Division Report | |
| | 2. Instructional Services Team Meeting Minutes | |
| D. | Student Services Report by Vice President, Susan Batchelor | 135-167 |
| | 1. Enrollment Services | |
| | 2. Veterans Services | |
| | 3. Registrar Report | |
| | 4. Education Centers | |
| | 5. Academic Center for Excellence | |
| | 6. Retention Activities | |
| | 7. Student Activities | |
| | 8. TRIO | |
| | 9. Athletics | |
| | 10. Student Services Team Meeting Agendas/Minutes | |
| | 11. Enrollment Report | |
| IX. | Old Unfinished Business | |
| X. | New Business | |
| | A. Closed Session – | |
| | B. Approval of Employment of Academic Center for Excellence Library Specialist | 170-182 |
| | C. Approval of Employment of Lead Payroll Specialist* | 183-194- |
| | D. Approval of Increase of Paramedicine Coordinator from 30 Hours To 40 Hours* | 195-200 |
| | E. Approval of Resignation of Chief Information Officer | 201 |
| | F. Approval of Resignation of Assistant Professor of Accounting | 202 |
| | G. Approval of Retirement of Professor of Sociology | 203 |
| | H. Approval of Restructure of Culinary Services Specialist Position | 204-208 |
| | I. Approval of New Position - Instructional Designer (Title III Grant Funded) | 209-213 |
| | J. Approval of New Position – Serving with an Equity Lens (SEALS) Career and Academic Advisor (ICCB Workforce Equity Initiative Grant Funded) | 214-217 |
| | K. Approval to Proceed with Negotiations with the Family YMCA of Fayette County – Vandalia for Long-term Lease of Land | 218-219 |
| | L. Resolution For Approval of Insurance Coverage for Commercial Property and Liability Including Earthquake and Flood, General Liability, Auto, Umbrella Liability Including Medical Professional Liability, Cyber Liability, and Workers' Compensation | 220-225 |
| | M. Resolution to Award Bid for Greenhouse Removal Project (PHS Project) | 226-229 |

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| N. Resolution Approve the Library Building Elevator Power Unit Replacement Project as a Protection, Health and Safety (PHS) Project | 230-233 |
| O. Resolution to Approve Purchase of a Self-Service Financial Aid Module (GEER Act Funded) | 234-237 |
| P. Resolution to Award Bid for the Purchase of a Speedy Cutter-/Laser (Perkins Grant Funded) | 238-241 |
| Q. Approval of FY2021 Student Club & Organizations Allocations | 242-244 |
| R. Resolution for Disposal of College Equipment | 245-247 |

XI. Future Agenda Items

- A. Feasibility Report for Medical Lab Tech Program
- B. Feasibility Report for AMA Medical Assistant Program
- C. Employment of Maintenance Specialist
- D. Employment of Director of TRIO Program (TRIO Grant Funded)
- E. Approval of New Position - Online Student Support Specialist (Title III Grant Funded)
- G. Approval of Bookstore Management Services
- H. Approval of Contractor for Agricultural Education Center Solar Project
- I. Approval of Vendor for Photocopiers
- J. Approval of Vendor for Vending Services
- K. Approval of Vendor for Refrigeration Training System
- L. Approval of Emergency Management Plan
- M. New Spending Authority Policy

XII. Trustee and President's Comments and Reports

- A. Student Trustee Report
- B. President's Comments
- C. Trustee Individual Comments

XIII. Adjournment

***See <https://www.kaskaskia.edu/about-kc/board-minutes-and-agendas/> for copy of the contract and salary information for new hires or reclassifications. Such items will be posted at least 48 hours prior to the meeting.**