

KASKASKIA COLLEGE BOARD OF TRUSTEES #501
October 22, 2018 Meeting Minutes
27210 College Road
Centralia, IL 62801

ROLL CALL/ATTENDANCE

Chair, Bill Hawley convened the meeting of the Board of Trustees on Monday, October 22, 2018 at 6:30 p.m. at the Kaskaskia College Crisp Technology Center. Trustees present included Jim Beasley, Dee Boswell, Bill Hawley, Bryan Holthaus, Linda Stover, Laura Wedekemper, and Student Trustee Alisse Koishor. Trustee Jack Mays was absent.

College staff members present included President, George Evans, Dr. Susan Batchelor, Dr. Ashley Becker, Alan Boerngen, Jennings Carter, Dean Daum, Pete Donnelly, Nicolas Farley, Angela Gross, Lyle Gross, Jill Hercules, Judy Hemker, Travis Henson, Mark Kohlen, Mike Loomis, Julie Obermark, Craig Roper, Terri Sanders, Gina Schuetz, Pamala Smith, Cory Wellen, Christine Wheeler, and Cathy Quick. Dennis Weedman, Legal Counsel from Robbins Schwartz was in attendance.

Marcus Holland, Executive Director of the Centralia Chamber of Commerce and Spring Thomas were in attendance. Bryan Hunt and Bruce Kropp were in attendance from the media.

Mike Hillary and Justin Knorr were in attendance from Cliftonlarsenallen.

PLEDGE OF ALLEGIANCE

Chair Hawley led the Pledge of Allegiance.

RECOGNITION OF GUESTS

President Evans introduced new employees Terri Sanders and Alan Boerngen. He also recognized Mike Loomis, Pamala Smith, and Craig Roper for their work in securing a CCAMPIS (Child Care Access Means Parents in School) grant which will assist students with childcare expenses.

PUBLIC COMMENT

Pete Donnelly commented regarding the excellent facility and equipment that the College provides the Crisp Center students.

AUDIT REPORT

Mike Hillary and Justin Knorr presented the audit report for Fiscal Year ending June 30, 2018. There are no findings in the audit.

Motion by Linda Stover to approve the audit with minor revisions due to the new Accounting and Financial Reporting for Postemployment Benefits Other than Pensions GASB Statement No. 75.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

CONSENT AGENDA

Items in the Consent Agenda include:

September 24, 2018 Budget Hearing Minutes

September 24, 2018 Regular Meeting Minutes

Ratification and approval of disbursements and payrolls for October 2018 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, Friends of Fine Arts Report, and Kaskaskia College Sports Association Report. Administrative Reports included the Executive Services Report, Administrative Services Report, Instructional Services Report, and Student Services Report.

Motion by Jim Beasley to approve the consent agenda as presented.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

OLD UNFINISHED BUSINESS

None.

NEW BUSINESS

CLOSED SESSION

None.

APPROVAL OF RESIGNATION

ASSISTANT PROFESSOR OF PHYSICAL THERAPY ASSISTANT PROGRAM

Motion by Bryan Holthaus to approve the resignation of Jane Herrmann as Assistant Professor of Physical Therapy Assistant program effective September 19, 2018.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

APPROVAL OF RESIGNATION

TECHNICAL SUPPORT MANAGER

Motion by Bryan Holthaus to approve the resignation of Jim Simmons as Technical Support Manager effective October 3, 2018.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

APPROVAL OF EMPLOYMENT

ASSISTANT PROFESSOR OF PHYSICAL THERAPY ASSISTANT PROGRAM

Motion by Linda Stover to approved the employment of Cheryl Rushing as Assistant Professor of Physical Therapy Assistant effective November 13, 2018 at an annual salary of \$57,810, with eligibility for fringe benefits.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

APPROVAL OF EMPLOYMENT

ACCOUNTS RECEIVABLE SPECIALIST

Motion by Dee Boswell to approved the employment of Shara Smith as a 40-hour Accounts Receivable Specialist at \$13.00 per hour and Jamie Moergen as a 40-hour Account Specialist working 30 hours in Accounts Receivable and 10 hours in Financial Aid. Jamie's hourly rate of \$13.325 will not change. Both positions are part of the KCTOP collective bargaining unit, with eligibility for fringe benefits.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

APPROVAL OF EMPLOYMENT

HUMAN RESOURCES GENERALIST

Motion by Linda Stover to approve the employment of Lisa Bowman as a regular, full-time Human Resources Generalist, at an annual salary of \$35,000 with eligibility for fringe benefits.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

APPROVAL OF BOARD OF TRUSTEES 2018-19 MEETING CALENDAR

Motion by Dee Boswell to approve the 2018-19 meeting calendar. Meetings will continue to be held the fourth Monday of each month.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

RESOLUTION 18-53

INTENT TO LEVY AN EQUITY TAX PURSUANT TO SECTION 3-14.3 OF THE ILLINOIS PUBLIC COMMUNITY COLLEGE ACT

Motion by Bryan Holthaus to adopt Resolution 18-53, thereby approving the intent to levy an equity tax pursuant to ILCS 805, Public Community College Act, Section 3-14.3 under the terms authorized by the act.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, and Koishor. Trustee Wedekemper voted no. With five yes votes and one no vote, the motion was approved.

RESOLUTION 18-54

FISCAL YEAR 2020 CALENDAR 2018 TAX LEVY

Motion by Bryan Holthaus to adopt Resolution 18-54, thereby approving the annual tax levy against the taxable property of Community College District #501 for the year 2018 to be allocated for Fiscal Year 2020 in the amount of \$11,108,547 as follows:

- The sum of \$ 2,912,450 for educational purposes,
- The sum of \$ 1,248,193 for operations and maintenance purposes,
- The sum of \$ 685,674 for additional education and operations and maintenance purposes,
- The sum of \$ 1,790,000 as a special tax levy for tort liability insurance purposes, for worker's compensation and occupational diseases insurance purposes, unemployment insurance purposes, and risk management purposes,
- The sum of \$ 210,000 for social security and Medicare purposes,
- The sum of \$ 60,000 as a special tax levy for financial audit purposes,
- The sum of \$ 832,129 as a special tax levy for Protection, Health, and Safety purposes,
- The sum of \$ 3,370,101 to meet the principal and interest payments for College Bonds.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, and Koishor. Trustee Wedekemper voted no. With five yes votes and one no vote, the motion was approved.

RESOLUTION 18-55

FISCAL YEAR 2020 TAX ABATEMENT CALENDAR YEAR 2018 TAX LEVY

Motion by Bryan Holthaus to adopt Resolution 18-55, thereby approving abatement of the tax levied for the issuance of the Series 2009 General Obligation Bonds (Alternate Revenue Source) and the Series 2018 General Obligation Refunding Bonds (Alternate Revenue Source) for the portion of the Series 2009 bonds that remain outstanding, in accordance with the bond terms.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

RESOLUTION 18-56

AWARD INSURANCE SERVICES FOR PROPERTY AND CASUALTY INSURANCE

Motion by Bryan Holthaus to adopt Resolution 18-56, thereby approving the proposal submitted by Kane Insurance Agency of Salem, Illinois for the provision of services associated with procuring property and casualty insurance for an initial term effective December 1, 2018 with the option of two (2) subsequent annual renewals.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

RESOLUTION 18-57

APPROVE PROTECTION, HEALTH AND SAFETY PROJECTS FOR FISCAL YEAR 2020

Motion by Laura Wedekemper to adopt Resolution 18-57, thereby approving Protection, Health, and Safety Projects for Fiscal Year 2020 in accordance with Section 3-20.3.01 of the Public Community College Act as follows:

Storm Drain Replacement Project

\$107,680

Wooden Pedestrian Bridge Replacement	\$180,000
Roof Replacement – Phase IV	\$285,355
Roof Replacement – Phase V	\$188,294
Automatic Handicap Door Openers	<u>\$ 70,800</u>
For a total amount of	\$832,129

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

**RESOLUTION 18-58
AUTHORIZING HMG ENGINEERS, INC. TO PROCEED WITH CONSTRUCTION DOCUMENTS AND BIDDING PROCESS FOR STORM DRIAN REPLACEMENT PROJECT (PHS PROJECT)**

Motion by Linda Stover to adopt Resolution 18-58, thereby authorizing HMG Engineers, Inc. to proceed with the professional services to include preparation of construction documents and the bidding process for the storm drain replacement project to be funded by PHS funds.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

**RESOLUTION 18-59
AUTHORIZING BLDD ARCHITECTS TO PROCEED WITH CONSTRUCTION DOCUMENTS AND BIDDING PROCESS FOR ROOF REPLACEMENT PROJECT – PHASE IV, ROOF REPLACEMENT PROJECT –PHASE V AND THE SALEM EDUCATION CENTER MOISTURE MITIGATION PROJECT (PHS PROJECT)**

Motion by Jim Beasley to adopt Resolution 18-59, thereby authorizing BLDD Architects to proceed with professional services to include preparation of construction documents and the bidding process for the Roof Replacement Project – Phase IV, Roof Replacement Project – Phase V, and the Salem Education Center Moisture Mitigation Project with these projects to be funded by PHS funds.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

**RESOLUTION 18-60
AUTHORIZING WRF ENGINEERS TO PROCEED WITH PROFESSIONAL SERVICES FOR THE PREPARATION OF CONSTRUCTION DOCUMENTS AND BIDDING PROCESS FOR LED LIGHTING/INTERIOR BUILDING REPAIRS PROJECT, GYM LOCKER ROOM LIGHTING AND CEILING REPLACEMENT PROJECT AND THE HVAC SYSTEMS UPGRADE PROJECT (PHS PROJECTS)**

Motion by Laura Wedekemper to adopt Resolution 18-60, thereby authorizing WRF Engineers to proceed with the professional services to include preparation of construction documents and the bidding process for the LED Lighting/Interior Building Repairs Project, Gym Locker Room Lighting and Ceiling Replacement Project and the HVAC Systems Upgrade Project with each project funded by PHS funds.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

RESOLUTION 18-61

AUTHORIZING RHUTASEL & ASSOCIATES TO PROCEED WITH PROFESSIONAL SERVICES FOR THE PREPARATION OF CONSTRUCTION DOCUMENTS AND BIDDING PROCESS FOR WOODEN PEDESTRIAN BRIDGE REPLACEMENT PROJECT (PHS PROJECT)

Motion by Bryan Holthaus to adopt Resolution 18-61, thereby authorizing Rhutasel & Associates to proceed with professional services to include preparation of construction documents and the bidding process for the Wooden Pedestrian Bridge Replacement Project that will be funded by PHS funds.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

RESOLUTION 18-62

AWARD BID FOR PURCHASE OF AN EMC DATA STORAGE SOLUTION

Motion by Dee Boswell to adopt Resolution 18-62, thereby awarding the bid for the purchase of an EMC data storage solution to Sentinel Technologies of Springfield, Illinois in the amount of \$169,039.00.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

RESOLUTION 18-63

UPGRADE TO COLLEGENET 25LIVE CLASS AND EVENT SCHEDULER

Motion by Bryan Holthaus to adopt Resolution 18-63, thereby authorizing the College to upgrade from Resource 25 to 25Live through CollegeNet of Portland, Oregon at a cost of \$68,000 for implementation services and one-year license and support agreement.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

APPROVAL OF NEW INDUSTRIAL MANAGEMENT DEGREE

Motion by Laura Wedekemper to approved a new 64 credit hour Industrial Management degree.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

FINAL READING AND APPROVAL OF ALCOHOL ON CAMPUS POLICY 8.5.

Motion by Linda Stover to approved the Alcohol on Campus Policy 8.5 as presented.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

FINAL READING AND APPROVAL OF TRANSFER CREDIT POLICY 5.97

Motion by Bryan Holthaus to approve the Transfer Credit Policy 5.97 as corrected.

Upon roll call, the following members voted yes Beasley, Boswell, Hawley, Holthaus, Stover, Wedekemper, and Koishor. Motion was approved.

FIRST READING OF NEW ACCURACY IN MARKETING AND RECRUITMENT MATERIALS AND PUBLICATIONS POLICY 8.7

The first reading for the new Accuracy in Marketing and Recruitment Materials and Publications Policy 8.7 was presented. The policy will be approved at the November meeting.

FUTURE AGENDA ITEMS

- A. First Reading of Volunteer Policy
- B. First Reading of Drone Policy
- C. First Reading of New Distance Learning Engagement Policy 3.75
- D. Employment of Director of Education Program at Centralia Correctional Center
- E. Employment of Chief Information Officer
- F. Employment of Network Support Specialist
- G. Employment of Director of Public Safety
- H. Employment of Assistant Professor of Computer Information Technology
- I. Establish Tuition and Fee Rates for 2019-2020
- J. Reappointment of Probationary Faculty
- K. Approval of Contractor for Student Center Rooftop HVAC System Upgrade (PHS Project) – Dec. 2018
- L. Approval of Contractor for Storm Drain Replacement Project (PHS Project) – Dec. 2018
- M. Approval of Contractor for HVAC System Upgrade Project (PHS Project) – Jan. 2019
- N. Approval of Contractor for Automatic Door Operator Replacement Project (PHS Project) – Dec. 2018
- O. Approval of Easement to Kaskaskia Springs Water Company, LLC (Vandalia)

TRUSTEE AND PRESIDENT'S COMMENTS AND REPORTS

Student Trustee, Alisse Koishor reported the following:

- Students have started registration for spring semester.
- Community Engagement meetings have begun. The first meeting was in Greenville.
- The first Foundation Scholarship Dinner was held. At this dinner, student scholarship recipients got to meet the donors.
- Volleyball has a record of 20 and 8 and has their last home game this week. Soccer has a record of 10 and 4 and plays Thursday in a playoff game at home. Cross Country will complete in the NJCAA regional meet at Eastern Illinois University.
- Criminal Justice and Veterans Club students are collecting for Stocking for Soldiers.
- Americorp students are collecting school supplies and delivering them to classrooms where they volunteer.
- The KC staff are playing Secret Santa this year and providing gifts for student's children.
- Halloween events will include pumpkin carving and trick or treating.

President Evans reported on the following:

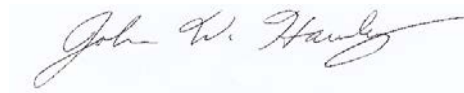
- The Community Engagement meetings have begun with the first meeting last week in Greenville. This week's meeting is in Vandalia.
- October is Manufacturing Month. The Skills Gap Summit will be Wednesday, October 24 on main campus featuring 20 outstanding guest panelists.

- The Foundation Scholarship Dinner last week was outstanding. Thank you to those who planned the event. The second dinner will be this Thursday.
- We are holding a student forum on Tuesday with a cookout for the students.
- On November 5, we are holding a training session for Trustees for the upcoming HLC site visit. Janet Fontenot who is a peer reviewer will be here for the training.

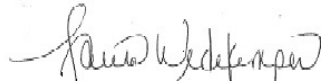
President Evans recognized the Crisp Center instructors for their work with OSHA as the Center has become an official training site, and we are now listed in the statewide publication. Also recognition was given to Cliff Jourdan and Linda Marshal for the outstanding music performances this week, and to Student Trustee, Alisse Koishor, for going above and beyond to help students in need.

ADJOURNMENT

Motion by Jim Beasley to adjourn. All voted yes by voice vote. The meeting adjourned at 8:52 p.m.



Chair, Board of Trustees
Kaskaskia College



Secretary, Board of Trustees
Kaskaskia College