

KASKASKIA COLLEGE - COMMUNITY COLLEGE DISTRICT 501
September 25, 2023 Meeting Minutes
Greenville Education Center
209 North Third Street
Greenville, IL 62246

ROLL CALL/ATTENDANCE

Chair, Bill Hawley convened a regular meeting of the Board of Trustees on Monday, September 25, 2023, at 6:30 p.m. at the Greenville Education Center. Trustees present at the meeting in person were Jim Beasley, Craig Finke, Bill Hawley, Bryan Holthaus, Louis Kalert, Linda Stover, Laura Wedekemper, and Student Trustee Madison Johnson.

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

College staff members present included President George Evans, Shawn Connelly, Cary Day, Sara Hanks, Judy Hemker, Julie Obermark, Karol Potter, Shawn Richards, Jenna Eldred, Craig Roper, and Amy Zanton.

No media were in attendance.

PLEDGE OF ALLEGIANCE

Chair Hawley led in the Pledge of Allegiance.

RECOGNITION

President Evans introduced everyone in the room and welcomed everyone.

PUBLIC COMMENT

No public comment.

REVISION TO AGENDA

Motion by Jim Beasley to revise the agenda by removing agenda item "K. Approval of Employment of Audio/Visual Technician" under section "X. New Business".

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

CHANGE IN FOUNDATION TRUSTEE & DIRECTOR REPRESENTATIVE

Chair Hawley appointed Craig Finke as the Foundation Trustee & Director Representative replacing Bryan Holthaus in this position effective immediately for the remainder of FY 2023-2024.

APPROVED 10/23/23

CONSENT AGENDA

Items on the Consent Agenda included

August 28, 2023 Regular Meeting Minutes

Ratification and approval of disbursements and payrolls for August 2023 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 Kaskaskia College Sports Association Report. Administrative Reports include Executive Services Report, Administrative Services Report, Information Technology Services Report, Instructional Services Report, and Student Services Report.

Motion by Linda Stover to accept the Consent Agenda.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

OLD UNFINISHED BUSINESS

None

NEW BUSINESS

CLOSED SESSION

No Closed Session was held.

RESOLUTION 23-53

RESOLUTION FOR ADOPTION OF THE ANNUAL BUDGET FOR FISCAL YEAR 2023-2024

Motion by Linda Stover to adopt Resolution 23-53 approving the Fiscal Year 2023-2024 budget as presented.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

RESOLUTION 23-54

RESOLUTION FOR TRANSFER OF WORKING CASH FUND INTEREST FOR FISCAL

Motion by Bryan Holthaus to adopt Resolution 23-54 authorizing the Vice President of Administrative Services / Treasurer of Kaskaskia College to transfer investment earnings from the Working Cash Fund to the Education Fund in Fiscal Year 2024.

APPROVED 10/23/23

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

APPROVAL OF 2025-2026 ACADEMIC CALENDARS

Motion by Bryan Holthaus to approve the 2025-2025 Academic Calendars as presented.

Roll call:

Jim Beasley	Abstain	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

WOMEN'S BASKETBALL DIVISION DECLARATION

Motion by Linda Stover to approve the declaration status of Women's Basketball from Division I to Division II beginning with the 2024-2025 Season.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

RESOLUTION 23-55

RESOLUTION TO APPROVE THE PURCHASE OF COMPUTER EQUIPMENT FOR THE VANDALIA ART GALLERY (100% DONATION FUNDING)

Motion by Linda Stover to adopt Resolution 23-55 approving the purchase of the computer equipment for the Vandalia Art Gallery from ITsavvy, LLC of Chicago, IL in the amount of \$31,268.69.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

APPROVED 10/23/23

RESOLUTION 23-56**RESOLUTION TO APPROVE THE PURCHASE OF WIRELESS DIGITAL RADIOGRAPHY IMAGE RECEPTORS AND SOFTWARE (95% 3-YEAR CAPITAL PLAN FUNDING AND 5% PATH GRANT FUNDING)**

Motion by Louis Kalert to adopt Resolution 23-56 approving the purchase of the wireless digital radiography image receptors and software from Radiation Services of Greenwood, IN in the amount of \$41,000.00.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

RESOLUTION 23-57**RESOLUTION TO APPROVE THE RENEWAL OF THE CANVAS LICENSE AGREEMENT (100% TITLE III FUNDING)**

Motion by Bryan Holthaus to adopt Resolution 23-57 approving the renewal of Canvas from Instructure, Inc. of Salt Lake City, Utah in the amount of \$77,251.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF BUILDINGS AND GROUNDS TECHNICIAN

Motion by Linda Stover to approve the employment of Jodie Simcox for the position of Buildings and Grounds Technician, contingent upon the successful passing of a background investigation. Her employment will begin on a mutually agreeable date. Ms. Simcox' hourly rate of pay will be \$14.00, with benefits afforded to full-time, 40-hour employees.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF HUMAN RESOURCES GENERALIST

Motion by Linda Stover to approve the hire of Jyron Oliver as full-time Human Resources Generalist with an annual salary of \$55,000 eligible for fringe benefits with a tentative start date of October 2, 2023.

APPROVED 10/23/23

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

FINAL READING AND APPROVAL OF STRATEGIC PLANNING INSTITUTIONAL GOALS POLICY 2.1001

Motion by Jim Beasley to approve the second and final reading of the Strategic Planning Institutional Goals Policy 2.1001 as presented.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

FIRST READING – COMPENSATORY TIME FOR POLICE OFFICERS POLICY 4.3003

The first reading of the Compensatory Time for Police Officers Policy 4.3003 was presented. The final reading and approval will be at the October 2023 meeting.

FIRST READING – OVERTIME COMPENSATION FOR POLICE OFFICERS POLICY 4.3004

The first reading of the Overtime Compensation for Police Officers Policy 4.3004 was presented. The final reading and approval will be at the October 2023 meeting.

FIRST READING – REVISION TO FACULTY AND INSTRUCTIONAL STAFF CREDENTIALING POLICY 6.0301

The first reading of the revision to the Faculty and Instructional Staff Credentialing Policy was presented. The final reading and approval will be at the October 2023 meeting.

FIRST READING – REVISION TO MEDICAL EMERGENCY PREPAREDNESS POLICY 2.3010

The first reading of the revision to the Medical Emergency Preparedness Policy 2.3010 was presented. The final reading and approval will be at the October 2023 meeting.

FUTURE AGENDA ITEMS

- A. Approval of Employment of Assistant Professor of Residential and Commercial Electricity
- B. Resolution to Approve Protection, Health, and Safety (PHS) Projects for Fiscal Year 2025 (October)
- C. Truth-in-Taxation Levy Hearing
- D. Resolution on Intent to Levy an Equity Tax Pursuant to Section 3-14.3 of the Illinois Public Community College Act
- E. Resolution to Approve the 2023 Tax Levy – Fiscal Year 2025

APPROVED 10/23/23

- F. Resolution to Abate the Tax Levy for Series 2018 General Obligation Refunding Bonds (Alternate Revenue Source) for 2023 Levy, Fiscal Year 2025
- G. Resolution for Approval of Commercial Property, Liability, and Workers' Compensation Insurance Coverages

STUDENT TRUSTEE REPORT

Student Trustee Madison Johnson orally presented a written report to the Board which summarized the following:

- On September 7, 2023 the Trenton Education Center opened the first Little Free Food Pantry. The food pantry is available to anyone in the community.
- On September 8, 2023 and September 13, 2023, the Agriculture Department held Agriculture Career Exploration workshops. Multiple high schools in the district participated in the workshops. Attendees visited different businesses in the district to explore the types of careers available in the agriculture fields. Attendees were also introduced to the career pathways tool which can assist students with planning for their future careers.
- On September 11, 2023, the Theatre Department held the induction ceremony for new Delta PSI Omega Chapter. Delta PSI Omega is the national theatre honor society for participants in collegiate theatre.
- On September 13, 2023, the Introduction to Investigation class learned how to collect and roll fingerprints. This skill is beneficial for students pursuing careers in criminology.
- Hispanic Heritage Month is celebrated September 15, 2023 – October 15, 2023. Traditional Hispanic meals were served in the Cafeteria to celebrate the month.
- The Kaskaskia College Bookstore reopened in the newly renovated space on September 18, 2023.
- Kaskaskia College sponsored a register to vote event from September 18, 2023 – September 21, 2023. This event gave students access to register to vote on campus. Students were reminded their voice is important and exercising their right to vote gives them a voice.
- A blood drive was held on main campus on September 19, 2023.
- Kaskaskia College along with the United States Postal Service sponsored a passport fair on September 9, 2023. Students were able to apply for a passport on campus.
- The Kaskaskia College Cross Country teams have earned pre-season rankings of 22 nationally for the men's team and 21 nationally for the women's team.

PRESIDENT'S COMMENTS

- President Evans commended the Finance team for their work on the budget and acknowledged the team effort of the Vice Presidents, President's Cabinet, and budget officers in the development the budget.
- The institution is coming together as many of the renovations have been completed. There are many new spaces being utilized by students and an air of positivity around campus.

ADJOURNMENT

Motion by Jim Beasley to adjourn. All members voted yes by voice vote. The meeting adjourned at 6:54 p.m.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

APPROVED 10/23/23

RESOLUTION 23-53

RESOLUTION FOR ADOPTION OF THE ANNUAL BUDGET FOR FISCAL YEAR 2023-2024

WHEREAS, the Board of Trustees of Kaskaskia College, Community College District #501 ("College"), Counties of Bond, Clinton, Fayette, Jefferson, Madison, Marion, Montgomery, St. Clair, and Washington, State of Illinois, caused to be prepared, in tentative form, a budget for the Fiscal Year 2023-2024, and the tentative budget has been conveniently available for public inspection, including publication on the College website, for at least 30 days prior to final action thereon; and

WHEREAS, a public hearing was held on said Budget on the 25th day of September 2023, a notice for said hearing was given prior thereto as required by law, and other legal requirements have been complied with; and

WHEREAS, the Board of Trustees must adopt a budget for each fiscal year before the end of the first quarter of each fiscal year; and

THEREFORE, the Budget, as presented in the accompanying documents, contains an estimate of the revenue amounts available and expenditures in the amount of \$52,145,339 for all funds; and

ANNUAL BUDGET BY FUND

EDUCATION FUND	\$ 26,021,589
OPERATIONS AND MAINTENANCE	\$ 3,159,213
SUBTOTAL OPERATING FUNDS	\$ 29,180,802
RESTRICTED PURPOSES	\$ 14,904,461
AUDIT	\$ 63,710
LIABILITY, PROTECTION AND SETTLEMENT	\$ 2,428,081
BOND AND INTEREST	\$ 2,903,728
OPERATIONS AND MAINTENANCE RESTRICTED (PHS)	\$ 1,084,573
AUXILIARY OPERATIONS	\$ 1,579,984
TOTAL – ALL FUNDS	\$ 52,145,339

The annual budget is hereby adopted for the Fiscal Year 2023-2024.

Dated this 25th day of September 2023.

Chair, Kaskaskia College
Board of Trustees

Secretary, Kaskaskia College
Board of Trustees

RESOLUTION 23-54

RESOLUTION FOR TRANSFER OF WORKING CASH FUND INTEREST FOR FISCAL YEAR 2024

WHEREAS, Kaskaskia College is authorized, pursuant to the Illinois Public Community College Act and ICCB Fiscal Management Manual, to transfer investment income earned by the Working Cash Fund to the Education Fund or Operations and Maintenance Fund, upon the authority of the Board, and such transfers are not subject to repayment; and

WHEREAS, there is continuing concern regarding the stability of the State of Illinois fiscal status. The State's financial challenges are evidenced by an improving, yet poor, credit rating (A- per S & P, BBB+ per Fitch, and A3 per Moody's) that is one of the lowest rated general obligation bond ratings of any state. The State's unfunded pension and other post-employment benefit liabilities as well as fixed cost burdens continue to challenge the State's fiscal stability. Because of the College's reliance on state funding for its operating budget, these issues create difficult financial challenges for continuing operations of the College; and

WHEREAS, the tentative operating budget for fiscal year 2024, as presented to the Board at the August 28th Board meeting, includes an operating fund deficit of approximately \$1,000,000; and

WHEREAS, the Board of Trustees has determined that it is necessary and in the best interest of the College to continue the practice of transferring investment income earned by the Working Cash Fund to the Education Fund to assist in properly funding operations of the College and maintaining adequate financial reserves; and

WHEREAS, the amount of the transfer is estimated at over \$400,000 for fiscal year 2024; and

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Kaskaskia College, Community College District #501 authorizes the Vice President of Administrative Services / Treasurer of Kaskaskia College to transfer investment earnings from the Working Cash Fund to the Education Fund in Fiscal Year 2024.

Dated this 25th day of September 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-55

RESOLUTION TO APPROVE THE PURCHASE OF COMPUTER EQUIPMENT FOR THE VANDALIA ART GALLERY (100% DONATION FUNDING)

WHEREAS, the Vandalia Art Gallery Project includes the purchase of computer equipment to include laptops, mobile charging carts, software, and related supplies; and

WHEREAS, this equipment will be used in the Vandalia Art Gallery for digital art exhibit displays, and for workshops where the digital technology will be used for workshop programming; and

WHEREAS, a price quotation was requested from ITsavvy, LLC which reflects pricing based on an awarded contract ITsavvy, LLC has with The Interlocal Purchasing System USA (TIPS-USA), one of the purchasing cooperatives the College uses; and

WHEREAS, the following table details the price quotation submitted by ITsavvy, LLC:

Description	Quantity	Unit Price	Extended Price
Lenovo Notebook	20	\$1,446.00	\$28,996.00
Mobile Charging Cart	2	\$380.23	\$760.46
Solstice Gen3 Pod Unlimited License	1	\$1,483.09	\$1,483.09
HDMI Cable	1	\$6.65	\$6.65
Power Supply	1	\$22.49	\$22.49
Total:			\$31,268.69

And,

WHEREAS, pursuant to the Illinois Public Community College Act (110 ILCS 805/3-27.1), this purchase is exempt from the bidding requirement; and

WHEREAS, the purchase of the computer equipment will be funded by generous donations received through the estates of Mary Albert O'Neil and the Davis Family.

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 computer equipment for the Vandalia Art Gallery from ITsavvy, LLC of Chicago, IL in the amount of \$31,268.69.

Dated this 25th day of September 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-56

RESOLUTION TO APPROVE THE PURCHASE OF WIRELESS DIGITAL RADIOGRAPHY IMAGE RECEPTORS AND SOFTWARE (95% 3-YEAR CAPITAL PLAN FUNDING & 5% PATH GRANT FUNDING)

WHEREAS, the 3-Year Capital Plan (3YCP) and PATH Grant includes funding for the purchase of wireless digital radiography image receptors and software to be used for instructional purposes in the Radiologic Technology Program; and

WHEREAS, the 3YCP will provide 95% of the funding and the PATH Grant will provide 5% of the funding for this purchase; and

WHEREAS, the wireless digital radiography image receptors and software will be used in the Program's two radiology labs, and will replace the tethered image receptor which is no longer used in clinical sites; and

WHEREAS, the purchase of wireless digital radiography image receptors is needed so students are learning on compatible equipment that is used at the hospitals; and

WHEREAS, a price quotation was requested from Radiation Services of Greenwood, IN, and the following table details the price quotation received:

Description	Quantity	Unit Price	Extended Price	Funding Source
Wireless Digital Radiography Image Receptors with Software	2	\$19,500.00	\$39,000.00	95% 3YCP
Grids (Used to image larger anatomy parts)	2	\$1,000.00	\$2,000.00	5% PATH Grant
Total:			\$41,000.00	

And,

WHEREAS, pursuant to the Illinois Public Community College Act (110 ILCS 805/3-27.1), this purchase is exempt from the bidding requirement.

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 wireless digital radiography image receptors and software from Radiation Services of Greenwood, IN in the amount of \$41,000.00.

Dated this 25th day of September 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-57

**RESOLUTION TO APPROVE THE RENEWAL OF CANVAS LICENSE AGREEMENT
(100% TITLE III FUNDING)**

WHEREAS, Kaskaskia currently uses Instructure product, Canvas; and

WHEREAS, the current five-year contract has expired; and

WHEREAS, Canvas is used to support current academic offerings; and

WHEREAS, instructors and students rely on the system for communication; and

WHEREAS, multiple departments utilize the data from Canvas; and

WHEREAS, Learning, Innovation, and Design has allocated funding from the Title III grant; and

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board APPROVE THE RENEWAL OF CANVAS FROM INSTRUCTURE, INC. OF SALT LAKE CITY, UT, IN THE AMOUNT OF \$77,251.”

Dated this 25th day of September 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College