

KASKASKIA COLLEGE BOARD OF TRUSTEES #501
December 18, 2023, 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, December 18, 2023, at 6:30 p.m. in the Wedekemper Board Room on the Kaskaskia College (College) main campus.

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

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

Chris Gorman, Legal Counsel from Robbins Schwartz attended the meeting in person.

College staff members attending in person were George Evans, Shawn Connelly, Cary Day, Joy Fitts, Judy Hemker, George Kriss, Traci Masau, Julie Obermark, Craig Roper, and Rachel Varel. The guests in attendance were Mary Klein and Danny Stover.

Media attending in person was Steven Stilt from WJBD.

PLEDGE OF ALLEGIANCE

Chair Hawley led in the Pledge of Allegiance.

RECOGNITION

President Evans welcomed everyone and introduced those in attendance.

PUBLIC COMMENT

No public comment.

CONSENT AGENDA

Items on the Consent Agenda included

November 27, 2023 Truth-In-Taxation Hearing Minutes

November 27, 2023 Regular Meeting Minutes as Amended

Ratification and approval of disbursements and payrolls for November 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 the Executive Services Report, Administrative Services Report, Instructional Services Report, and Student Services Report.

Approved 01/25/24

Motion by Craig Finke to accept the Consent Agenda.

Roll call:

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

Motion was approved.

OLD UNFINISHED BUSINESS

None

NEW BUSINESS

CLOSED SESSION

No Closed Session was held.

RESOLUTION 23-69

RESOLUTION TO APPROVE THE PURCHASE OF A MINI SPLIT HEAT PUMP TRAINER (100% IDOC CTEI GRANT FUNDING)

Motion by Jim Beasley to adopt Resolution 23-69 approving the purchase of a mini-split heat pump trainer from Hampden Engineering Corporation in Longmeadow, MA in the amount of \$31,888.00 contingent upon final approval by the Illinois Department of Corrections.

Roll call:

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

Motion was approved.

RESOLUTION 23-70

RESOLUTION TO APPROVE THE PURCHASE OF A REFURBISHED ULTRASOUND SYSTEM (100% 3-YEAR CAPITAL PLAN FUNDING)

Motion by Louis Kalert to adopt Resolution 23-70 approving the purchase of a refurbished ultrasound system from Midwest Imaging Corporation of St. Charles, MO in the amount of \$39,400.00.

Roll call:

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

Motion was approved.

RESOLUTION 23-71

RESOLUTION TO APPROVE THE PURCHASE OF A 3D VIRTUAL DISSECTION TABLE (100% IBHE NURSING SCHOOL GRANT FUNDING)

Motion by Bryan Holthaus to adopt Resolution 23-71 approving the purchase of a 3D virtual dissection table from Anatomage, Inc. of Santa Clara, CA in the amount of \$103,085.00.

Roll call:

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

Motion was approved.

RESOLUTION 23-72

RESOLUTION TO APPROVE THE PURCHASE OF NETWORKING SWITCHES (PARTIAL FEDERAL STIMULUS FUNDING)

Motion by Bryan Holthaus to adopt Resolution 23-72 approving the purchase of network switches from ITSaavy of Chicago, Illinois, in an amount of \$99,945, which will be partially funded by federal stimulus funds.

Roll call:

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

Motion was approved.

RESOLUTION 23-73

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 STATUS, AND CONTINUED EMPLOYMENT OF TENURED

Motion by Linda Stover to adopt Resolution 23-73 approving the following recommendations of Julie Obermark, Provost and Vice President of Instructional Services, and George Evans, President of Kaskaskia College:

Recommend the following probationary faculty members for continued employment in 2024 effective January 3, 2024.

First-year probationary faculty recommended for continued employment as second-year probationary faculty:

Arts and Sciences:

- Sarah Foley

Health Sciences:

- Shelby Guthrie

Approved 01/25/24

Second-year probationary faculty recommended for continued employment as third-year probationary faculty:

Arts and Sciences

- Aryashree Kharel

Health Sciences:

- Whitney Wadkins

Career and Technical Education:

- Connor Pollmann

Third-year probationary faculty recommended for continued employment as tenured faculty:

Career and Technical Education:

- Suzanne Arndt

Recommend the following tenured faculty members for continued employment in the 2024-25 academic year, effective August 14, 2024:

Arts and Sciences:

- Brian Cambron
- Scott Crothers
- Bruce Fink
- Erin Landers
- Clint Stevens
- Jeff Sulcer
- Josh Woods

Health Sciences:

- Cynthia Hoffmann
- Eric Jones
- Kim Storm
- Beth Urban

Career and Technical Education:

- Ken Ingersoll
- Robert Rhymes
- Nathan Wilkins

Industrial Trades:

- Mark Kohnen
- Cory Wellen

Roll call:

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

Motion was approved.

LAB FEE CHANGES – INFORMATIONAL ONLY

The document outlining proposed changes in course lab fees for 2024-2025 was submitted for review. The proposed changes will be presented for approval January 2024 meeting.

APPROVAL OF RESTRUCTURE OF TRENTON EDUCATION CENTER COORDINATOR POSITION FROM A 30-HOUR POSITION TO A 40-HOUR POSITION (REPLACEMENT POSITION)

Motion by Bryan Holthaus to approve the restructuring of the Trenton Education Center Coordinator position from a 30-hour position to a 40-hour position.

Roll call:

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

Motion was approved.

APPROVAL OF TRANSITION OF COORDINATOR OF CUSTODIAL SERVICES TO BUILDINGS AND GROUNDS POSITION

Motion by Linda Stover to approve the transition of Coordinator of Custodial Services Laura Finley to the position of Buildings and Grounds Technician, at an hourly rate of \$18.48 per hour, effective January 1, 2024. This position is a benefit eligible position and is a dues-paying position of the Mid-America St. Louis Area Carpenters Union.

Roll call:

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

Motion was approved.

APPROVAL OF RETIREMENT OF CHILD CARE TEACHER

Motion by Louis Kalert to accept the retirement of Frances Diane Tucker as a Child Care Teacher effective January 1, 2024.

Roll call:

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

Motion was approved.

Approved 01/25/24

APPROVAL OF EMPLOYMENT OF WEI WORKFORCE PARTNERSHIP COORDINATOR (100% WEI GRANT FUNDED)

Motion by Linda Stover to approve the hire of Reece Rutland as the WEI Workforce Partnership Coordinator effective January 16, 2024, at a salary of \$50,000. This position will be fully funded through the WEI grant.

Roll call:

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

Motion was approved.

APPROVAL OF EMPLOYMENT OF FINANCIAL AID ADVISOR

Motion by Bryan Holthaus to approve the hire of Jody Roper as Financial Aid Advisor effective January 1, 2024, at an annual salary of \$43,000.

Roll call:

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

Motion was approved.

APPROVAL OF EMPLOYMENT OF HVAC INSTRUCTOR CENTRALIA CORRECTIONAL CENTER

Motion by Linda Stover to approve the hire of Zachary Miller as the HVAC Instructor at the Centralia Correctional Center, effective upon completion of the IDOC background check, and contingent upon Board approval, at an annual base salary of \$57,500 with eligibility for fringe benefits.

Roll call:

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

Motion was approved.

RESOLUTION 23-74

RESOLUTION FOR APPROVAL AND NEED TO KEEP CONFIDENTIAL CLOSED SESSION MINUTES

Motion by Bryan Holthaus to adopt Resolution 23-74 approving the resolution determining that with regard to closed session minutes from June 22, 2023; August 28, 2023; and October 23, 2023, the need for confidentiality still exists as to all or part of those minutes and such minutes shall remain confidential.

Approved 01/25/24

Roll call:

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

Motion was approved.

RESOLUTION 23-75

RESOLUTION FOR ACTION ON CLOSED SESSION AUDIO RECORDINGS

Motion by Bryan Holthaus to adopt Resolution 23-75 approving the retention of the audio recording from the May 23, 2022, meeting and to approve the destruction of audio recordings from the June 28, 2021; July 26, 2021; September 27, 2021; February 28, 2022; and March 28, 2022, meetings and to authorize 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
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Madison Johnson	yes
Bryan Holthaus	yes		

Motion was approved.

FIRST READING – BOARD BYLAWS AND POLICIES AND PROCEDURES BYLAW 1.0000

The first reading of the Board Bylaws and Policies and Procedures Bylaw 1.0000 was presented. The final reading and approval will be in January.

SECOND READING - REVISION TO MEETINGS HELD BY TELECONFERENCE OR VIDEOCONFERENCE BYLAW 1.1500

Motion by Louis Kalert to approve the second and final reading of the Meetings Held by Teleconference or Videoconference Bylaw 1.1500.

Roll call:

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

Motion was approved.

SECOND READING - NEW POLICY - SICK LEAVE POLICY 4.3100

Motion by Bryan Holthaus to approve the second and final reading of the Sick Leave Policy 4.3100.

Roll call:

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

Motion was approved.

SECOND READING - NEW POLICY - PAID LEAVE FOR ALL WORKERS ACT POLICY 4.3108

Motion by Bryan Holthaus to approve the second and final reading of the Paid Leave for All Workers Act Policy 4.3108.

Roll call:

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

Motion was approved.

SECOND READING - REVISION TO NEW AND REVISED COLLEGE POLICIES AND PROCEDURES POLICY 2.0000

Motion by Louis Kalert to approve the second and final reading of the New and Revised College Policies and Procedures Policy 2.0000.

Roll call:

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

Motion was approved.

FUTURE AGENDA ITEMS

- A. Approval of Employment of Assistant Professor of Residential and Commercial Electricity

STUDENT TRUSTEE REPORT

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

- On November 27, 2023, a service dog named Jordan was available for students and staff on campus to visit for companionship.
- A student huddle was held on November 28, 2023. Members of the Student Congress were present. Students provided feedback which will be used to enhance the student experience on campus. Feedback on the renovations on the main campus was very positive.
- The December Nursing Pinning was held on December 7, 2023.
- The Kaskaskia College Foundation's KC Royale Winter Gala was held on December 9, 2023, and raised \$85,000.

Approved 01/25/24

PRESIDENT’S COMMENTS

- President Evans shared his gratitude to the staff, faculty, and Board of Trustees for their continued commitment to the college during this past year. The year 2023 turned out to be a wonderful year for the college.
- The Kaskaskia College Foundation’s KC Royale Winter Gala was a tremendous success. President Evans applauded the number of college employees who participated with the event through planning and setup, financial sponsorship, and attendance.

ADJOURNMENT

Motion by Jim Beasley to adjourn. All members voted yes by voice vote. The meeting adjourned at 7:02 p.m.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-69

**RESOLUTION TO APPROVE THE PURCHASE OF A
MINI-SPLIT HEAT PUMP TRAINER
(100% CTEI GRANT FUNDING)**

WHEREAS, as the College continues to develop the HVAC Program at the Centralia Correctional Center (CCC), there is a need to purchase a mini-split heat pump trainer for instructional purposes; and

WHEREAS, the cost for the purchase of the mini-split heat pump trainer is covered by the Career & Technical Education Improvement (CTEI) Grant that has been awarded to the CCC education program; and

WHEREAS, the mini-split heat pump trainer will provide students with a hands-on introduction to the principal components of heating and air conditioning; and

WHEREAS, the College has previously purchased trainers for the HVAC Program at the CCC from Hampden Engineering Corporation of Longmeadow, MA; and

WHEREAS, Hampden Engineering Corporation has provided a sole source letter stating they are the manufacturer and sole provider for their HVAC trainers; and

WHEREAS, Hampden Engineering Corporation has submitted a price proposal indicating a total purchase price in the amount of \$31,888.00; and

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

WHEREAS, at this time, approval of this purchase by the Illinois Department of Corrections is pending, so the purchase will not be finalized until approved by the Illinois Department of Corrections.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approves the purchase of a mini-split heat pump trainer from Hampden Engineering Corporation in Longmeadow, MA in the amount of \$31,888.00 contingent upon final approval by the Illinois Department of Corrections.

Dated this 18th day of December 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-70

**RESOLUTION TO APPROVE THE PURCHASE OF A
REFURBISHED ULTRASOUND SYSTEM
(100% 3-YEAR CAPITAL PLAN FUNDING)**

WHEREAS, the Diagnostic Medical Sonography (DGMS) Program has been using an ultrasound system donated by SSM Good Samaritan Hospital in 2018 and, approximately two weeks ago, the system failed to power up; and

WHEREAS, following examination by a service technician, it was determined the secondary power source and board needed replaced and, due to the age of the ultrasound system, parts are no longer available; and

WHEREAS, during the DGMS advisory board meeting in October 2023, advisory board members discussed the need to upgrade this particular ultrasound system; and

WHEREAS, the ultrasound system is used in multiple DGMS lab settings for instructional purposes, and students learn to scan the abdomen which includes great vessels, liver, pancreas, gallbladder, kidneys, spleen, small parts, female pelvis, male pelvis, and levels of obstetrics; and

WHEREAS, Midwest Imaging Corporation of St. Charles, MO has provided a price proposal for a refurbished ultrasound system at a total price of \$39,400.00; and

WHEREAS, pursuant to the Illinois Public Community College Act (110 ILCS 805/3-27.1), the purchase of used or refurbished equipment 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 a refurbished ultrasound system from Midwest Imaging Corporation of St. Charles, MO in the amount of \$39,400.00.

Dated this 18th day of December 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-71

RESOLUTION TO APPROVE THE PURCHASE OF A 3D VIRTUAL DISSECTION TABLE (100% IBHE NURSING SCHOOL GRANT FUNDING)

WHEREAS, the Illinois Board of Higher Education (IBHE) has awarded the College a Nursing School Grant which provides full funding for the purchase of a 3D virtual dissection table for instructional purposes in the College's Nursing Program; and

WHEREAS, the integration of the 3D anatomy table into the nursing curriculum will help bring the College's nursing education to a new level as it will enable faculty to create and execute a wide array of clinical simulation scenarios that are simply not attainable in conventional clinical settings within the College's geographical area; and

WHEREAS, with this advanced equipment students can engage in immersive and realistic experiences, gaining an unparalleled understanding of complex anatomical structures and physiological processes; and

WHEREAS, the Nursing School Grant application submitted to the IBHE specifically identified the purchase of the Anatomage 3D virtual dissection table; and

WHEREAS, Anatomage, Inc. of Santa Clara, CA has provided a sole source letter stating they are the sole provider for their table, and has submitted the accompanying price proposal reflecting a total purchase price of \$103,085.00; 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 a 3D virtual dissection table from Anatomage, Inc. of Santa Clara, CA in the amount of \$103,085.00.

Dated this 18th day of December 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-72

**RESOLUTION TO APPROVE THE PURCHASE OF
NETWORKING SWITCHES
(PARTIAL FEDERAL STIMULUS FUNDING)**

WHEREAS, Kaskaskia College currently uses Cisco switches; and

WHEREAS, the college is continuing to meet the institutional goals of improving infrastructure and taking advantage of the federal stimulus funds; and

WHEREAS, this is a continuation of the strategic initiative to modernize and improve technology's reliability, security, and stability across the campus; and

WHEREAS, federal stimulus funds have been a major contributor to replacing the Kaskaskia College network infrastructure; and

WHEREAS, the current networking switches are of varying age and ability; and

WHEREAS, in the interest of due diligence, the department of information technology did receive the following price quotations:

Vendor	Total
Summit 360	\$141,330
Dexon Computer	\$160,216
ITSaavy	\$99,945

And,

WHEREAS, ITSaavy of Chicago, Illinois provided the lowest quotation that ~~met~~ meets all requirements; and

WHEREAS, per the Illinois Public Community College Act (110 ILCS 805/3-27.1), this purchase is exempt from the formal bidding process

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approve the purchase of network switches from ITSaavy of Chicago, Illinois, in an amount of \$99,945, which will be partially funded by federal stimulus funds."

Dated this 18th day of December 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-73

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 STATUS, AND CONTINUED EMPLOYMENT OF 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 following first-year probationary faculty members are recommended for second-year probationary employment by Julie Obermark, Provost & Vice President of Instructional Services and George Evans, President of Kaskaskia College, effective with the 2024 calendar year, which begins January 3, 2024.

Arts and Sciences

- Sarah Foley

Health Sciences

- Shelby Guthrie

WHEREAS, the following second-year probationary faculty members are recommended for third-year employment by Julie Obermark, Provost and Vice President of Instructional Services and George Evans, President of Kaskaskia College, effective with the 2024 calendar year, which begins January 3, 2024.

Arts and Sciences

- Aryashree Kharel

Health Sciences

- Whitney Wadkins

Career and Technical Education

- Connor Pollmann

WHEREAS, the following third-year probationary faculty members are recommended tenured employment by Julie Obermark, Provost and Vice President of Instructional Services and George Evans, President of Kaskaskia College, effective with the 2024 calendar year, which begins January 3, 2024.

Career and Technical Education

- Suzanne Arndt

WHEREAS, after evaluation processes have been conducted, it is also recommended that the following tenured faculty be granted continued employment effective with the 2024-25 academic year, which begins August 14, 2024.

Arts and Sciences

- Brian Cambron
- Scott Crothers
- Bruce Fink
- Erin Landers
- Clint Stevens
- Jeff Sulcer
- Josh Woods

Health Sciences

- Cynthia Hoffmann
- Eric Jones
- Kim Storm
- Beth Urban

Career and Technical Education

- Ken Ingersoll
- Robert Rhymes
- Nathan Wilkins

Industrial Trades

- Mark Kohnen
- Cory Wellen

WHEREAS, the above recommendations for continued employment are made as part of the Kaskaskia College faculty evaluation and tenure review 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 Provost & 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 18th day of December 2023

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-74

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 June 22, 2023; August 28, 2023; and October 23, 2023, 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 June 22, 2023; August 28, 2023; and October 23, 2023, the need for confidentiality still exists as to all or part of those minutes and such minutes shall remain confidential.

Dated this 18th day of December 2023.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 23-75

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 June 28, 2021; July 26, 2021; September 27, 2021; February 28, 2022; March 28, 2022; and May 23, 2022, 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 20, 2021, and June 27, 2022. Such minutes will not be destroyed. The minutes will be kept in confidential status pursuant to the requirements of the Open Meetings Act; and

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, 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 retention of audio recordings from the May 23, 2022, meeting and approves the destruction of audio recordings from the June 28, 2021; July 26, 2021; September 27, 2021; February 28, 2022; and March 28, 2022 meetings; 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 18th day of December 2023.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College