BOARD OF TRUSTEES
Kaskaskia College
Community College District #501
27210 College Road
Centralia, IL 62801

Monday, May 29, 2012
7:00 p.m.
Trenton Education Center

ROLL CALL/ATTENDANCE
Mr. Bill Hawley, Chairman, convened the regular meeting of the Board of Trustees on May 29, 2012 at 7:00 p.m. at the Trenton Education Center. The following Board Members were present: Mr. Jim Beasley, Mr. Kelly Bennett, Dr. Dee Boswell, Mr. Bill Hawley, Mr. Jack Mays, and Ms. Linda Stover. Mr. Zach McGeehon, Student Trustee was absent.

Those present included Dr. James Underwood, President; Mrs. Susan Batchelor, Dean of Nursing; Mrs. Rhonda Boehne, Director of Human Resources/ Legal Liaison; Mrs. Suzanne Christ, Coordinator of Advancement Programs; Ms. Arlene Covington, Director of the Trenton Education Center; Ms. Mary Dant, Controller; Dr. Denise Derrick, Dean of Enrollment Management; Mr. George Evans, Director of Education Program at Centralia Correctional Center; Mr. Jeff Ebel, Interim Director of Institutional Research; Mr. Phil Ellrich, Director of Facilities; Mr. George Evans, Director of Education Program at CCC; Mr. Sedgwick Harris, Vice President of Student Services; Mrs. Kellie Henegar, Dean of Arts and Sciences; Mr. Travis Henson, Director of Marketing; Mrs. Cathy Karrick, Director of Public Information; Mrs. Nancy Kinsey Vice President of Administrative Services; Dr. Gregory Labyak, Vice President of Instructional Services; Ms. Ava Rawlings, Dean of Career and Technical Education; Mr. Craig Roper, Director of Purchasing and Auxiliary Services; Ms. Gina Schuetz, Director of Information Technology; and Mrs. Cathy Quick, Executive Assistant to the President/Board of Trustees.

Attending from the Trenton Campaign Committee were Margaret Conley, Sandra Glanzner, and Mary Pennington. Adjunct instructors from the Trenton Education Center, Larry and Jeanine Spirek were in attendance. Student workers at the Trenton Center, Jacqueline Markus and William Jolly were also in attendance. Attending from the news media were Amber McCoy, Centralia Sentinel, and Bruce Kropp, WJBD Radio.

PLEDGE OF ALLEGIANCE
Chairman Bill Hawley let everyone in the Pledge of Allegiance.

RECOGNITION OF VISITORS
Dr. Underwood thanked those guests in attendance. He recognized Larry and Jeanine Spirek for their years of service to the Trenton Education Center as they retire.

PUBLIC COMMENT
None.
CONSENT AGENDA
Items included in the Consent Agenda were:
Minutes: April 19, 2012 Regular Meeting
April 20, 2012 Trenton Campaign Meeting
April 22, 2012 Special Meeting
Ratification and Approval of Disbursements and Payrolls for May 2012
Treasurer's Report, Budget Report, and President's Reports

Motion by Jim Beasley to approve the Consent Agenda as presented. Roll call: Kelly Bennett, Dee Boswell, Bill Hawley, Jack Mays, Linda Stover, Jim Beasley. With all members voting aye and no member voting nay, the motion was approved.

REPORT OF ADMINISTRATIVE OFFICERS
Chair Hawley thanked the Administrative Officers for the informative reports.

OLD BUSINESS
None

NEW BUSINESS
CLOSED SESSION
None

APPROVAL OF RETIREMENT—COMMUNITY OUTREACH SPECIALIST
Motion by Dee Boswell to approve the retirement of Sharon Fey as Community Outreach Specialist effective June 4, 2012. Roll call: Dee Boswell, Bill Hawley, Jack Mays, Linda Stover, Jim Beasley, Kelly Bennett. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #12-31--REAPPOINTMENT OF FIRST YEAR PROBATIONARY FACULTY TO SECOND YEAR STATUS
Motion by Kelly Bennett to adopt resolution #12-31, thereby reappointing Matt Lindow from first year probationary status to second year probationary status. Roll call: Bill Hawley, Jack Mays, Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #12-32--ACCEPT DONATION OF AUTOMOBILE FOR AUTOMOTIVE TECHNOLOGY PROGRAM
Motion by Jim Beasley to adopt resolution #12-32, thereby accepting the donation with sincere appreciation of a 1999 Pontiac Grand Am to the Automotive Technology Program. Roll call: Jack Mays, Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell, Bill Hawley. With all members voting aye and no member voting nay, the motion was approved.

APPROVAL OF JOINT AGREEMENT
Motion by Kelly Bennett to approve the Joint Agreement (with any changes in programs as needed) with Illinois Eastern Community College, Shawnee Community College, Southeastern Illinois College, and John A. Logan College. Roll call: Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell, Bill Hawley, Jack Mays. With all members voting aye and no member voting nay, the motion was approved.
RESOLUTION #12-33—SUPPORT OF EXTENSION OF GERMANTOWN TIF
Motion by Linda Stover to adopt resolution #12-33, thereby directing College President Dr. James Underwood to compose and sign a letter in support of the Germantown Village’s request to extend Tax Increment Financing District Number One from 23 to 35 years. Roll call: Jim Beasley, Kelly Bennett, Dee Boswell, Bill Hawley, Jack Mays, Linda Stover. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #12-34—DISPOSITION OF SURPLUS PROPERTY
Motion by Dee Boswell to adopt resolution #12-34, thereby approving the disposition of surplus property as listed and declared “no longer needed for College purposes”. Roll call: Kelly Bennett, Dee Boswell, Bill Hawley, Jack Mays, Linda Stover, Jim Beasley. With all members voting aye and no member voting nay, the motion was approved.

APPROVAL OF CERTIFICATE EMERGENCY MEDICAL TECHNICIAN
Motion by Kelly Bennett to approve the 10-credit hour certificate, Emergency Medical Technician, and submit the certificate to ICCB for approval. Roll call: Dee Boswell, Bill Hawley, Jack Mays, Linda Stover, Jim Beasley, Kelly Bennett. With all members voting aye and no member voting nay, the motion was approved.

APPROVAL OF CERTIFICATE PHLEBOTOMIST
Motion by Kelly Bennett to approve the 9.5-credit hour certificate, Phlebotomist, and submit the certificate to ICCB for approval. Roll call: Jim Beasley, Kelly Bennett, Dee Boswell, Bill Hawley, Jack Mays, Linda Stover. With all members voting aye and no member voting nay, the motion was approved.

FINAL READING—APPROVAL OF REVISIONS TO FAMILY MEDICAL LEAVE POLICY 2.311
Motion by Kelly Bennett to approve the Revision to the Family Medical Leave Policy 2.311 as presented. Roll call: Kelly Bennett, Dee Boswell, Bill Hawley, Jack Mays, Linda Stover, Jim Beasley. With all members voting aye and no member voting nay, the motion was approved.

APPROVAL OF RESIGNATION—BUILDING AND GROUNDS TECHNICIAN
Motion by Jack Mays to approve the resignation of Bruce Valade as Building and Grounds Technician effective May 23, 2012. Roll call: Dee Boswell, Bill Hawley, Jack Mays, Linda Stover, Jim Beasley, Kelly Bennett. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #12-35—APPROVAL OF EXPANDED PROJECT BUDGET AND TRANSFER OF FUNDS FOR UPGRADE HVAC SYSTEM-LIBRARY AREA PROJECT
Motion by Kelly Bennett to adopt resolution #12-35, thereby approving the expanded budget for the Upgrade HVAC System—Library Area project (CDB Project No. 810-052-103; ICCB Project No. 501-R-0025-0910) in the amount of $173,250, to include a transfer of $57,950 from the College’s June 2011, $278,300 Capital Renewal Appropriation (CDB Project No. 810-058-999). Roll call: Bill Hawley, Jack Mays, Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell. With all members voting aye and no member voting nay, the motion was approved.
BOARD/PRESIDENT REPORTS AND RECOMMENDATIONS
Illinois Community College Trustees Association Report
Jim Beasley reported that the current topic in Springfield is Pension Reform.

The ICCTA annual convention is June 1 and 2 in Bloomington.

FOUNDATION REPORTS
KC FOUNDATION UPDATE
Dee Boswell reported that the Foundation Golf Tournament will be June 22 at the Greenview Golf Course.

Judging for Foundation Scholarships is completed and students are being notified.

Twelve new Trustees were installed at the Annual Dinner. The next quarterly meeting of the Foundation will be July 23 and they are looking at an alternate date.

SPORTS AND WELLNESS COMMITTEE
Dr. Underwood reported that the Fitness Trail is complete, the dedication was held, and all 10 fitness stations have been sponsored. Work continues on raising funds to finish the floor in the KCSA Sports and Activities Building. KCSA has underwritten the cost and is holding activities to pay down the debt.

ALUMNI AND FRIENDS ASSOCIATION
Jack Mays reported current membership is at 359. Representatives from Alumni and Friends were present at Graduation and presented each graduate with a gift of an “Alumni & Friends” window cling as they walked off stage. The Family Reunion and Open House will be Saturday, September 22, 2012.

KCSA AND ATHLETIC REVIEW COMMITTEE
Jack Mays reported that the KCSA continues to assist the athletic department with fundraising efforts for the completion of the flooring for the Sports Facility. Recent fundraisers were Cross Country Run-A-Thon, Softball and Baseball Final Four Tournaments held in May. All three events netted over $5,000. An American Legion Baseball Showcase will be held on June 16 at the KC baseball field.

The KCSA and Athletic Department have now raised over $26,000 toward the project, and as of May 24, the KCSA has raised over $40,000 this year for its fundraising efforts along with the athletic teams.

Bill Hawley reported that the Athletic Review Committee recently met and they continue to move forward for the athletic programs.

FRIEND OF FINE ARTS ASSOCIATION UPDATE
Linda Stover reported membership is at 361. Work has begun on planning for the fall meeting. The Lowe Family, the final Season of Entertainment event, had approximately 325 in attendance. The KC Choir and Community Chorale performed on April 28 with the Centralia High School Choir at the First Christian Church in Centralia. Pirates to the Rescue was presented on April 27, 28, and 29. A grade school matinee was also held.
The KC Concert Band and Jazz Band performed on May 8, 2012 for approximately 297 people.

Currently in the Dee and Sue Boswell Art Gallery an exhibit entitled Knowledge is being displayed. The exhibit contains original art work from KC students.

The 2012-13 Fine Arts Calendar is being developed.

STUDENT TRUSTEE REPORT
No report this month.

PRESIDENT’S COMMUNICATIONS
Dr. Underwood reported that for the second year, Kaskaskia College has been awarded a Tree Campus USA award. Thank you to Suzanne Christ and Phil Ellrich for their efforts in receiving the award.

For the fourth year in a row Kaskaskia College has been awarded the GFAO award. Only 3 community colleges in Illinois qualified for the award.

The 2012-2017 Institutional Plan was distributed. This plan is considered a changing plan as it is continually updated. Thank you to Scott Crothers, Jeff Ebel and their staff for coordinating the plan for the institution.

The Enrollment Management Team is working with the Marketing Committee to market summer and fall classes. Some new initiatives are underway to build enrollment. Dr. Underwood thanked Program Coordinators, faculty and staff for coming together to work on this initiative. Dr. Underwood reported that enrollment in SICCM programs is over the total number authorized for this year.

Dr. Underwood distributed and discussed with Trustees the floor plan for the new Trenton Education Center. Right now the emphasis is on raising money. The groundbreaking will be scheduled after the bids are authorized.

FUTURE AGENDA ITEMS
- Cafeteria POS system
- Presentation & Proposal on Completion Data and Goals and Retention Data and Goals
- Purchase of MAC Computer Lab
- Blackboard License Renewal
- 2012-13 Budget

INFORMATIONAL
Certificates of Accomplishment issued in May are listed in the Board Materials.
ADJOURNMENT
Motion by Jim Beasley to adjourn. All voted aye by voice vote; the motion carried.

The meeting adjourned at 8:35 p.m.

Chairman, Board of Trustees  Secretary, Board of Trustees