ROLL CALL/ATTENDANCE
Mr. Bill Hawley, Chairman, convened the regular meeting of the Board of Trustees on Thursday, June 16, 2011 at 7:00 p.m. in the Wedekemper Board Room at Kaskaskia College. The following board members were present: Mr. Jim Beasley, Mr. Kelly Bennett, Dr. Dee Boswell, Mr. Bryan Cain, Mr. Bill Hawley, Mrs. Linda Stover, and Ms. Chelsea Miller, Student Trustee. Trustee Jack Mays was absent.

Those present included Dr. James Underwood, President; Ms. Susan Batchelor, Dean of Nursing; Mr. Robert Blinn, Director of Title III; Ms. Rhonda Boehne, Human Resources Director/Legal Liaison; Ms. Suzanne Christ, Coordinator of Institutional Advancement Programs; Dr. Denise Derrick, Director of Admissions and Registration; Mr. George Evans, Director of Correctional Center Program; Mr. Sedgwick Harris, Vice President of Student Services; Ms. Kellie Henegar, Dean of Arts and Sciences; Mr. Travis Henson, Director of Marketing; Ms. Cathy Karrick, Director of Public Information; Ms. Nancy Kinsey, Interim Vice President of Administrative Services; Dr. Gregory Labyak, Vice President of Instructional Services; Mr. Craig Roper, Director of Purchasing and Auxiliary Services; Ms. Gina Schuetz, Director of Information Technology; and Ms. Cathy Quick, Executive Assistant to the President/Board of Trustees.

Guests in attendance included Mr. Trent Beane from BLDD Architects; Mr. Steve Groner, Project Manager of SBDC, Mr. Scott Crothers, Assessment Coordinator; and Ms. Fran Windler, Student Recruitment Specialist.

Attending from the media were Mr. John Mattson from WJBD Radio, Ms. Amber McCoy and Mr. David Shauer from the Centralia Sentinel.

PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Rob Blinn.

CHANGE OF AGENDA
Mr. Hawley announced the following changes to the New Business section of the agenda: Remove item F Approval of Employment—Interim Director of Institutional Advancement, Item H is being submitted for information with approval in July, add Item T change date of July 21 meeting to July 28.
RECOGNITION OF VISITORS
Dr. Underwood recognized the following guests: Trent Beane from BLDD Architects; Steve Groner, Project Manager of SBDC, Scott Crothers, Assessment Coordinator; and Ms. Fran Windler, Student Recruitment Specialist. He also welcomed Dr. Gregory Labyak and Dr. Denise Derrick to their first meeting.

PUBLIC COMMENT
None

CONSENT AGENDA
Items included in the Consent Agenda were:
- Minutes: May 19, 2011 Regular Meeting
- Ratification and Approval of Disbursements and Payrolls for June 2011.
- Treasurer’s Report, Budget Report, and President’s Reports

Motion by Bryan Cain to approve the Consent Agenda as presented. Roll Call: Kelly Bennett, Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley. With all voting aye and no member voting nay, the motion was approved.

Chairman Hawley thanked administrators for reports which were presented for the Grant Activity Report, Legislative & Legal Update and Personnel Update in the book.

REPORTS OF ADMINISTRATIVE OFFICERS
All administrative reports were included in the board book prior to the meeting. Chairman Hawley thanked everyone for their reports.

OLD BUSINESS
None

NEW BUSINESS
Closed Session
None.

RESOLUTION #11-29—APPROVAL OF THE FY2013 RESOURCE ALLOCATION MANAGEMENT PROGRAM (RAMP) APPLICATION
Motion by Linda Stover to adopt Resolution #11-29, thereby authorizing the College to submit a Resource Allocation Management Program (RAMP) capital request for FY2013 to the Illinois Community College Board to seek funding to construct the proposed
- Agriculture Facility as priority project #1
- Lifelong Learning Center Phase II as priority project #2
- Crisp Technology Center Expansion & Renovation as priority project #3
- Trenton Education Center as priority project #4
• Nashville Education Center as priority project #5

Roll call: Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #11--30—PREVAILING WAGES FOR CLINTON COUNTY
Motion by Jim Beasley to adopt Resolution #11-30 thereby adopting prevailing wages for Clinton County. Roll call: Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell. With all members voting aye and no members voting nay, the motion was approved.

RESOLUTION #11—31 SALARIES FOR 2011-2012
Motion by Kelly Bennett to adopt Resolution #11-31, thereby approving the salary increases and other adjustments for the recommended employees, effective July 1, 2011, as presented. Roll call: Bill Hawley - yes, Chelsea Miller - yes, Linda Stover - yes, Jim Beasley - abstain, Kelly Bennett - yes, Dee Boswell - yes, Bryan Cain - yes. With six yes votes and one abstain vote, the motion was approved.

APPROVAL OF EMPLOYMENT—ASSISTANT PROFESSOR OF AGRICULTURE
Motion by Dee Boswell to approve the employment of William Waggoner as Assistant Professor of Agriculture at the recommended salary, effective Fall semester 2011. Roll call: Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell, Bryan Cain, Bill Hawley. With all members voting aye and no member voting nay, the motion was approved.

APPROVAL OF EMPLOYMENT--INTERIM DIRECTOR OF INSTITUTIONAL ADVANCEMENT
Item removed from the agenda.

APPROVAL OF RESIGNATION—CONTROLLER
Motion by Jim Beasley to accept the resignation of Deb Massena as Controller effective June 30, 2011. Roll call: Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller. With all members voting aye and no member voting nay, the motion was approved.

APPROVAL FOR RESTRUCTURING OF STUDENT SERVICES DEPARTMENT
Information on restructuring of the Student Services Department was provided. Approval will be on the agenda for the July meeting.
RESOLUTION #11-32—APPROVE CONSULTANT TO PROVIDE CONSULTING SERVICES FOR INTERNATIONAL TRADE CENTER
Motion by Jim Beasley to adopt Resolution #11-32, thereby accepting the proposal submitted by Elizabeth Ahern Consulting, LLC in the amount of $26,250 and authorizing College staff to enter into a contract with the company to provide consulting services for international trade for the period of July 1, 2011 through December 31, 2011. Roll call: Jim Beasley, Kelly Bennett, Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover. With all members voting aye and no member voting nay, the motion was approved.

FINAL READING—APPROVAL OF DONATION OF PAID LEAVE DAYS POLICY #2.3106 REVISION
Motion by Jim Beasley to approved the Donation of Paid Leave Days for College Major Gifts Campaigns Policy 2.3106 Revision as presented. Roll call: Kelly Bennett, Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley. With all members voting aye and no member voting nay, the motion was approved.

FIRST READING—INCOMPLETE GRADES POLICY
The first reading of the Incomplete Grades Policy #3.41 was heard. The final reading and approval will be at the July meeting.

RESOLUTION #11-33—AUTHORIZING COLLEGE PRESIDENT TO APPROVE EMERGENCY REPAIRS TO THE HVAC SYSTEM AT THE CRISP TECHNOLOGY CENTER
Motion by Linda Stover to adopt Resolution #11-33, thereby authorizing the College President to approve the emergency repair to the HVAC system at the Crisp Technology Center and to enter into a contract with the recommended HVAC contractor to replace the chiller. Funding for this project will come from institutional operating funds. Upon completion of this project, a full accounting will be provided to the Board of Trustees. Roll call: Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #11-34—APPROVAL OF CONTRACTOR FOR STAIRWELL RENOVATIONS
Motion by Bryan Cain to adopt Resolution #11-34, thereby accepting the bid of $33,734.10 and entering into a contract with Home Fashions, Inc. of Carlyle IL to complete the Stairwell Renovations Project. Funding for this project will be divided equally with $16,867.05 coming from Institutional Operating Funds and $16,867.05 coming from Liability, Protection and Settlement Funds. Roll call: Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett. With all members voting aye and no member voting nay, the motion was approved.
RESOLUTION #11-35—APPROVAL OF CONTRACTOR FOR THE AUDITORIUM STAGE SAFETY RENOVATIONS PROJECT
Motion by Jim Beasley to adopt Resolution #11-35, thereby accepting the bid of $76,168.10 and entering into a contract with Associated Theatrical Contractors of Springfield, MO to complete the Auditorium Stage Safety Renovations Project. Funding for this project will come from Protection, Health, Safety (PHS) funds. Roll call: Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #11-36—APPROVAL TO AWARD BID FOR PURCHASE OF COMPUTER & TECHNOLOGY EQUIPMENT
Motion by Kelly Bennett to adopt Resolution #11-36, thereby awarding the bid for 30 desktop computer systems with 19" flat panels, 4 desktop computer systems with 24" flat panels, a 4014n HP Printer, and a 4015n HP Printer to Insight of Tempe, Arizona for the amount of $34,322.17; 16 notebook computers, 1 Bretford laptop storage cart, and an LCD projector to Dell, Inc. of Round Rock, Texas for the amount of $19,361.25; 1 HP Printserver, 1 document camera, 2 DVD/VCR Combo Players, and 2 Fixed Pipes to Global Government/Education Solutions of Fletcher, Ohio for the amount of $2,420.92; 2 projector mounts to Midwest Computers of Chicago, IL in the amount of $270.00; and 2 Suspending Ceiling Kits, 1 Lectern Cabinet to CDWG of Vernon Hills, Illinois for the amount of $1,515.04. The total amount for this bid is $57,889.38. Roll call: Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell, Bryan Cain. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #11-37—APPROVAL OF DISPOSITION OF COLLEGE PROPERTY
Motion by Kelly Bennett to adopt Resolution #11-37, thereby declaring equipment as listed “no longer needed for College purposes” and authorizing College Administration to dispose of such equipment in accordance with College Policy 6.3. Roll call: Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell, Bryan Cain, Bill Hawley. With all members voting aye and no member voting nay, the motion was approved.

RESOLUTION #11-38—APPROVAL OF AND NEED TO KEEP CONFIDENTIAL EXECUTIVE SESSION MINUTES (5 ILCS 120/2.06 (d)) FROM DECEMBER 20, 2010; FEBRUARY 27, 2011; AND APRIL 4, 2011
Motion by Jim Beasley to adopt Resolution #11-38, thereby determining the need for confidentiality still exists as to all or part of the Executive Session minutes of December 20, 2010; February 27, 2011, and April 4, 2011 and declaring such minutes shall remain confidential. Roll call: Linda Stover, Jim Beasley, Kelly Bennett, Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller. With all members voting aye and no member voting nay, the motion was approved.
RESOLUTION—APPROVAL OF DESTRUCTION OF RECORDING OF EXECUTIVE SESSION MINUTES FROM JULY 14, 2009
Motion by Dee Boswell to adopt the Resolution, thereby approving the destruction of the audiotape recordings from July 14, 2009, and authorizing the Executive Secretary to President and Board of Trustees, Catherine Quick, to destroy such recordings. Roll call: Jim Beasley – yes, Kelly Bennett – no, Dee Boswell – yes, Bryan Cain – no, Bill Hawley – no, Chelsea Miller – abstain, Linda Stover – no. With 2 yes votes, 4 no votes, and one abstain, the motion failed.

The resolution was tabled until the July meeting for approval.

RESOLUTION #11-39 —DECLARING THE DATES OF THE FISCAL YEAR, PROVIDING FOR AVAILABILTIY OF AND FOR A PUBLIC HEARING ON THE TENTATIVE BUDGET, AND PUBLICATION OF NOTICE OF SAID HEARING, SCHEDULING A PUBLIC INSPECTION OF THE TENTATIVE BUDGET, AND PUBLICATION OF NOTICE OF SUCH PUBLIC INSPECTION
Motion by Kelly Bennett, to adopt Resolution #11-39, thereby declaring the dates of the Fiscal Year 2012 to begin on July 1, 2011 and terminate on June 30, 2012. A public hearing as to the tentative budget shall be on July 28, 2011 at 6:45 p.m. in the Wedekemper Boardroom, and the tentative budget will be available for public inspection Monday through Friday, from 8:00 a.m. to 4:00 p.m. in the office of the Vice President of Administrative Services for a period of 30 days prior to the date of the public hearing to adopt the annual budget. The date of the public hearing shall be published at least 30 days prior to July 28, 2011 in the Centralia Morning Sentinel. Roll call: Kelly Bennett, Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley. With all members voting aye and no members voting nay, the motion was approved.

CHANGE OF JULY 21, 2011 MEETING TO JULY 28, 2011
Motion by Kelly Bennett to change the July 21, 2011 meeting to July 28, 2011. Roll call: Dee Boswell, Bryan Cain, Bill Hawley, Chelsea Miller, Linda Stover, Jim Beasley, Kelly Bennett. With all members voting aye and no members voting nay, the motion was approved. The meeting will be held July 28, 2011, in the Wedekemper Board Room.

BOARD/PRESIDENT REPORTS AND RECOMMENDATIONS
Illinois Community College Trustees Association Report
Jim Beasley reported that ICCTA has received word that level funding has been approved in the Illinois General Assembly for community colleges. Kaskaskia College received the Equity Award from the Illinois Community College Trustees Association at the Annual Conference and Awards Ceremony in June. Dr. Underwood thanked Rhonda Boehne and Kellie Henegar for putting together the application. Mr. Bob Gaffner was honored with the Honorary Membership,
which is the highest honor from ICCTA, for his years of service to Kaskaskia College.

**KC Foundation Report**

Bill Hawley reported that the next Directors meeting will be held on July 25, 2011 at 6 p.m. in the Lifelong Learning Center. Two new Foundation Directors will be seated, Marvin Wiegman of Carlyle, and Lori Meseke of Vandalia. Officers will be elected at that meeting.

Planning is underway for the Scholarship Awards Dinner in the fall. The Foundation Golf Tournament will be held June 24, 2011 at the Salem Country Club. There are a record number of hole sponsors, and are nearing 30 teams.

**Sports & Wellness Steering Committee Report**

No report.

**Alumni & Friends Association Report**

In the absence of Jack Mays, Dee Boswell gave the Alumni and Friends Association Report. He reported that the Support Team met on June 13, and at the meeting a proposal was unanimously approved for the Alumni and Friends Association to contribute $60,000 to the Fitness Trail Project and receive naming rights for the trail. The fitness trail will be named the “KC Alumni & Friends Fitness Trail”. Immediately $10,000 will be contributed and the remaining $50,000 will be contributed over the next five years through fundraisers and dues from memberships.

Upcoming events include:
- Gateway Grizzlies Ball Game – Friday, August 26, 2011
- KC Alumni & Friends Reunion & Open House – Saturday, October 8, 2011
- Todd Allen Christmas Show – Friday, November 18, 2011
- Mardi Grad Dance at Bretz Wildlife featuring the Jorrells – Saturday, February 11, 2012

The next meeting will be Monday, July 11, 2011, at 3 p.m.

**KCSA and Athletic Review Committee Report**

Bryan Cain reported the KCSA quarterly meeting was held Monday, June 13, 2011. The tentative budget for 2011-12 was approved and for the third year, the KCSA will donate $10,000 to assist with the athletic scholarship budget.

Major fundraisers include:
- Par-3 Golf Tournament – September 17, 2011
- Grade School Cross Country Meet – September 27, 2011
- Grade School Basketball Shoot-out – October 15, 2011
- Book Fair – October 25, 2011
Friends of Fine Arts Report
Linda Stover reported that membership is at 296, which is up from 293 last month. The next Executive Board meeting will be July 19. Total attendance for the Season of Entertainment this year is 2,023.

Student Trustee Report
Chelsea Miller reported on and distributed information from the Illinois Community College Board Student Leadership Institute which she attended in June.

The next Student Congress meeting will be in July.

PRESIDENT’S COMMUNICATIONS
Dr. Underwood acknowledged Chairman Bill Hawley and Jim Beasley for being recognized at the ICCTA Convention.

Dr. Underwood thanked Nancy Kinsey for coordinating the budget process, and Administration and Staff for work on the tentative budget. He also briefly discussed the new initiatives that are included in the budget.

Kellie Henegar distributed and discussed a draft of the Training Calendar which is being put together by the Professional Growth and Development Team.

Nancy Kinsey distributed new organizational charts.

INFORMATIONAL
Certificates of Acknowledgement issued during June were listed in the Board report.

FUTURE AGENDA ITEMS
   Health Insurance Renewal
   Approval of Bids for Cosmetology Kits
   Approval of 2011 Student Club Allocations

ADJOURNMENT
Motion by Bryan Cain to adjourn. All voted aye and the meeting adjourned at 9:15 p.m.

Chairman, Board of Trustees
Secretary, Board of Trustees