PUBLIC HEARING/ REGULAR MEETING
A Public Hearing on the Budget was held at 6:45 p.m., in the Board Room on September 20, 2007. Following the Public Hearing, the KC Board of Trustees meeting began at 7:00 p.m.

ROLL CALL/ATTENDANCE
Mr. Jim Beasley, Chairman, convened the regular meeting of the Board of Trustees in the Board Room. The following Board Members were present: Mr. Jim Beasley, Mr. Brian Courtney, Mr. Bob Funderburk, Mr. Bob Gaffner, Mr. Bill Hawley, Mrs. Linda Stover and Mr. Sam Weems.

Recently hired employees recognized were Suzanne Christ, Administrative Assistant for Institutional Advancement; Amber Edwards, Assistant Professor of Radiology Technology; and Ms. Jenna Altadonna, Enrollment Specialist. Mr. Leon Banks, Safety & Security Officer, was recognized at the dinner prior to the meeting.

Others present included Dr. James Underwood, President; Ms. Rhonda Boehne, Director of Human Resources; Ms. Gina Glotfelty, Director of Technology Systems; Ms. Kellie Henegar, Dean of Arts & Sciences; Mr. Travis Henson, Director of Marketing; Ms. Donna Hilgenbrink, Vice President of Administrative Services; Mr. Tim Hood, Interim Vice President of Instructional Services; Ms. Cathy Karrick, Director of Marketing; Ms. Nancy Kinsey, Director of Institutional Research; Ms. Deb Massena, Controller; Ms. Ava Rawlings, Dean of Career & Technical Education; Mr. Craig Roper, Director of Purchasing; Ms. Laura Wedekemper, Capital Projects Coordinator; Ms. Mary Lou Whitten, Dean of Nursing, and Ms. Shirley Martin, Executive Assistant to the President/Board of Trustees.

Members of the press in attendance were Ms. Brandi Spelbring, Salem Times Commoner and Mr. Sam Klemetz, WJBD Radio.

PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Ms. Nancy Kinsey.

PUBLIC COMMENT
None

CONSENT AGENDA
Items included in the Consent Agenda are:
A. Minutes of August 16, 2007 Regular Meeting
B. Minutes of the September 6, 2007 Special Meeting
C. Ratification and Approval of Disbursements and Payrolls for August 2007
D. Treasurer’s Report and Budget Report
Written reports were presented to the Board for the University Alliance Update, KCSA Report, Legislative & Legal Update and Personnel Update.

Motion by Mr. Hawley to approve the Consent Agenda. Roll call: Courtney, Funderburk, Gaffner, Hawley, Stover, Weems, Beasley—all voting aye, motion carried.

REPORT OF ADMINISTRATIVE OFFICERS
Educational Services

- The first draft of the proposal for KC at Work was included in the Board book. Mr. Hood informed the Board that a tentative schedule for the first term of the KC at Work program has been developed, instructors are being assigned and registration for new students will begin in several weeks.
- A new student worker training program proposal is being drafted. Areas to be addressed include work ethics, professional communication, confidentiality, policies and procedures awareness and team building.

Administrative Services
Progress Report on Capital Projects

Ms. Donna Hilgenbrink reported the following items:
- Dedication of the Health & Professional Careers building will be on October 17, from 3:00 – 7:00 p.m., with the ribbon cutting at 4:00 p.m. A special reception will be held for the donors.
- The dedication of the Institute for Entrepreneurial Success building will be held on October 4, from 3:00 – 7:00 p.m., with the ribbon cutting at 4:00 p.m.
- Work has begun on the Lifelong Learning Center.
- Interior finishing work is being applied at the Vandalia Center.
- The Commons Lighting has been installed, with the punch list still to be completed.

Mr. Funderburk asked about the health of Mr. Bob Bowen, Director of Facilities. Ms. Hilgenbrink said as Mr. Bowen continues his recovery, Mr. Phil Ellrich, former instructor at Centralia Correctional Center, is assuming his responsibilities and will help as needed when Mr. Bowen returns to work.

Ms. Hilgenbrink distributed a memo from Deb Massena regarding the FY2009 Tax Levy and a list of proposed 2009 PHS projects.

Grant Activity Report

Ms. Kinsey distributed copies of the Grant Activity Report and reviewed the renewal of grants with the Board. The goal is to receive 20% more in grants than last year.

Technology Reports

Ms. Gina Glotfelty distributed and reviewed copies of the status report on the Enterprise Resource Planning System. She also informed the Board of a pilot program for cellular repeater service, to strengthen the signal of cell phones on campus.
Progress Report on Text Book Rental Program
Mr. Craig Roper distributed copies of the Pilot Textbook Rental report. Mr. Hawley questioned the reason that the cost of rental was the same for new and used books. After brief discussion, Mr. Beasley asked Mr. Weems to research sharing textbooks.

CLOSED SESSION
Closed Session was not held.

OLD BUSINESS
None

NEW BUSINESS

Approval of Department Chairs
Mr. Hawley made a motion to approve appointing Department Chairs as recommended for a three year term, as follows:

- Arts & Humanities—Steve Normansell
- Business Technologies—Ron Tremmel
- Mathematics—Eric Hofelich
- Physical and Life Science—Pradeep Vig
- Social/Behavioral Sciences and Professional Services—Jay Garrett
- Technology & Transportation—Danny Mays

Roll call: Funderburk, Gaffner, Hawley, Stover, Weems, Beasley, Courtney—all voting aye, motion carried.

Resolution #07-84—Adoption of Annual Budget for Fiscal Year 2007-08
Motion by Mr. Gaffner to adopt Resolution #07-84, thereby adopting the Kaskaskia College Budget for the 2007-08 Fiscal Year. Roll call: Gaffner, Hawley, Stover, Weems, Beasley, Courtney, Funderburk—all voting aye, motion carried.

Resolution #07-85—Technology Equipment & Software
Motion by Mr. Courtney to adopt Resolution #07-85, thereby approving the purchase of technology equipment and software as recommended for the Vandalia Center building, multi-media equipment in the IES Building, to provide new MAC computer lab and replace existing staff and faculty computers, according to the four year replacement plan.

Roll call: Hawley, Stover, Weems, Beasley, Courtney, Funderburk, Gaffner—all voting aye, motion carried.

Resolution #07-86—Donation of Equipment for Welding Technology Program
Motion by Mr. Courtney to adopt Resolution #07-86, thereby accepting with appreciation the donation of 980 pounds of chromium carbide from Carey Henken, President of Power Techniques, Inc., for use in the Kaskaskia College Welding program. Roll call: Stover, Weems, Beasley, Courtney, Funderburk, Gaffner, Hawley—all voting aye, motion carried.
Resolution #07-87—Donation of Equipment for Automotive Technology Program  
Motion by Ms. Stover to adopt Resolution #07-87, thereby accepting with appreciation the donation of a 1995 Chevrolet Lumina automobile from Tim March for use in the Kaskaskia College Automotive Technology program. Roll call: Weems, Beasley, Courtney, Funderburk, Gaffner, Hawley, Stover—all voting aye, motion carried.

Resolution #07-88—Disposition of Property  
Motion by Mr. Gaffner to adopt Resolution #07-88, thereby authorizing College Administration to dismantle and salvage an old x-ray machine that is no longer serviceable as parts are no longer available. Roll call: Beasley, Courtney, Funderburk, Gaffner, Hawley, Stover, Weems—all voting aye, motion carried.

First Reading—Electronic Meeting By-Law  
The By-Law for Meetings Held by Teleconference or Videoconference was presented the Board of Trustees for the First Reading. The final reading and request for approval will be on the October 18, 2007 Board of Trustees Agenda.

BOARD/PRESIDENT REPORTS/RECOMMENDATIONS  
Illinois Community College Trustees Association Report  
Mr. Beasley shared the following items with the Board:
  • He received a copy of an ICCB Report and Certificate of Recognition stating Kaskaskia College was fully recognized by the Illinois Community College Board until 2012.
  • A summary profile of Illinois Community Colleges received from ICCB
  • An Economic Impact Study will be available soon.
  • Attendance at an ICCTA meeting on September 14-15, reporting on discussion regarding Public Safety/Armed Security and HB 3504.

KC Foundation Report  
  • Mr. Hawley reported the Foundation Dinner will be held on Monday, September 24, at 6:00 p.m. with 100 recipients and donors attending.
  • The next Quarterly Meeting will be held on October 22 at 6:00 p.m.
  • The Distinguished Lecturer event will be on October 17, 7:00 p.m. in the Auditorium, with Charles Jaco as the featured speaker.
  • Two businesses will be recognized as Entrepreneur of the Year in February 2008.
  • The Foundation greatly appreciates the support of the Boswell and Rakers families.

Sports & Wellness Update  
  • Mr. Hawley reported the KCSA Par 3 Golf Outing raised $3,500 for KCSA.
  • October 4, is the KCSA Welcome Back Dinner for Athletes
  • October 13 is the Alumni Baseball Weekend & Kick-off for the Sports & Wellness Capital Campaign.

Friends of Fine Arts Update  
Ms. Henegar reported that the Annual Meeting was successful. The Friends of the Fine Arts Newsletter is being prepared for distribution to approximately 126 members. The Fall Band Concert will be held on October 9 at 7:30 p.m. and on October 14, War Bonds: The Songs & Letters of WWII (Season of Entertainment) will be presented at 2:00 p.m. in the Jane P. Knight Auditorium.
**Student Trustee Report**

Mr. Sam Weems informed the Board that he attended the SAC meeting on September 14 and 15. He is serving on several subcommittees for ICCB, including New Program Review and Legislative and local issue subcommittees. Student Congress elections will take place next week. He recently attended Student Activity and Core Values committee meetings.

**President's Communications**

Dr. Underwood reported on the following items:

- Jill Tomaszewski and Amy Troutt are co-sponsors for Core Values, and will focus on KC students.
- Mary Garrett has been hired as a liaison advisor for SIU-C.
- Donna Hilgenbrink will be presenting at the Illinois Community College Association conference on November 15-17.
- Tim Hood and the President will be presenting at a conference in Louisville, KY on October 7.
- Cathy Karrick and Zach Loll have been appointed to co-coordinate the Sports & Wellness Project.
- The Student Housing project will break ground soon, beginning with 2 buildings that will hold 48 students each. This project is being built with private money and all of the housing will be for students.

**INFORMATIONAL**

**Cafeteria/Annual Report**

Donna Hilgenbrink distributed copies of a cafeteria report for the Board’s review. Next month a report will be prepared, listing enrollment data, including information from the last two years.

**Academic Calendar**

The Board received a copy of the Academic Calendar in the Board packet for their review. The Calendar will be discussed at a Board Work Session to be held on October 4, at 3:00 p.m. at the IES Building in Centralia.

**Amendment to Centralia Area Enterprise Zone**

This item will be on the regular October Board Meeting Agenda. A representative from the City of Centralia will attend the Board meeting to explain, with action taken in November.

**ADJOURNMENT**

Motion by to adjourn the meeting. All voting aye, motion carried.

The meeting adjourned at 10:00 p.m.

Chairman  
Secretary