ROLL CALL/ATTENDANCE
Bill Hawley convened the regular meeting of the Kaskaskia College Board of Trustees on Monday, November 26, 2012 at 7:00 p.m. in the Kaskaskia College Wedekemper Board Room. Trustees present included Jim Beasley, Kelly Bennett, Dee Boswell, Bill Hawley, Bryan Holthaus, Jack Mays, Linda Stover, and Zach McGeehon, Student Trustee.

Others present included Dr. James Underwood, President; Lisa Atkins, Director of Adult Education; Susan Batchelor, Dean of Nursing; Rhonda Boehne, Human Resources Director; Suzanne Christ, Coordinator of Institutional Advancement, Mary Dant,Controller; Dr. Denise Derrick, Dean of Enrollment Management; Phil Ellrich, Director of Physical Plant; George Evans, Interim Dean of Career and Technical Education; Sedgwick Harris, Vice President of Student Services; Kellie Henegar, Dean of Arts and Sciences; Travis Henson, Director of Marketing; Cathy Karrick, Director of Public Information; Nancy Kinsey, Interim Vice President of Administrative Services; Gregory Labyak, Vice President of Instructional Services; Craig Roper, Director of Purchasing and Auxiliary Operations; Gina Schuetz, Director of Information Technology; and Cathy Quick, Executive Assistant to the President/Board of Trustees.

Attending from the media was Steven Stilt from the Centralia Sentinel.

PLEDGE OF ALLEGIANCE
Chair Hawley led the Pledge of Allegiance.

RECOGNITION OF VISITORS

PUBLIC COMMENT
None

CONSENT AGENDA
Items included in the Consent Agenda were:
Minutes: October 17, 2012 Trenton Steering Meeting
October 22, 2012 Regular Meeting
November 5, 2012 Nashville Planning Meeting
November 12, 2012 Special Meeting
November 14, 2012 Trenton Steering Meeting
Ratification and Approval of Disbursements and Payrolls for November 2012, Treasurer’s Report, Budget Report, and President’s Reports. Motion by Jack Mays to approved the Consent Agenda as presented.

Roll call: Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes. Motion was approved.

REPORT OF ADMINISTRATIVE OFFICERS
Chairman Hawley thanked the Administrators for their reports.

OLD BUSINESS
None.

NEW BUSINESS
None

CLOSED SESSION
None

APPROVAL OF RECLASSIFICATION—DIRECTOR OF ASSESSMENT AND STRATEGIC INITIATIVES
Motion by Dee Boswell to approve reclassification of Dr. Scott Crothers from Assessment Coordinator to Director of Assessment and Strategic Initiatives effective December 1, 2012 at the recommended salary.

Roll call: Bennett – yes, Boswell – yes, Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes. Motion was approved.

APPROVAL OF RECLASSIFICATION—DEAN OF INSTITUTIONAL EFFECTIVENESS
Motion by Bryan Holthaus to approve the reclassification of Jeff Ebel from Director of Institutional Effectiveness to Dean of Institutional Effectiveness at the recommended salary effective December 1, 2012.

Roll call: Boswell – yes, Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes. Motion was approved.

APPROVAL OF NEW POSITION—HOSPITALITY AND RESTAURANT MANAGEMENT INSTRUCTOR AT CENTRALIA CORRECTIONAL CENTER
Motion by Linda Stover to approve a new full-time position of Hospitality and Restaurant Management Instructor at the Centralia Correctional Center at the recommended salary effective January 7, 2012 contingent on continued funding from the Illinois Department of Corrections and the federal grant program. Linda Stover amended the recommendation to effective January 7, 2013.
Roll call: Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes. Motion was approved.

**APPROVAL OF 2014-2015 ACADEMIC CALENDAR**
Motion by Kelly Bennett to approve the 2014-2015 Academic Calendar as presented.

Roll call: Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes, Beasley – abstain, Bennett – yes, Boswell – yes, Hawley – yes. With 7 yes votes and 1 abstain vote, the motion was approved.

**FINAL READING—APPROVAL OF TRIO STUDENT ORGANIZATION CONSTITUTION**
Motion by Kelly Bennett to approve the new TRIO Student Organization constitution as presented.

Roll call: Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes, Holthaus – yes. Motion was approved.

**FINAL READING—APPROVAL OF KC ECHO STUDENT ORGANIZATION CONSTITUTION**
Motion by Linda Stover to approve the new KC Echo Student Organization constitution as presented.

Roll call: McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes, Holthaus – yes, Mays – yes. Motion was approved.

**FINAL READING—APPROVAL OF NEW FELLOWSHIP OF CHRISTIAN ATHLETES STUDENT ORGANIZATION CONSTITUTION**
Motion by Bryan Holthaus to approve the new Fellowship of Christian Athletes Student Organization constitution as presented.

Roll call: Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes. Motion was approved.

**APPROVAL OF 2013-2014 LAB FEES**
Motion by Kelly Bennett to approve the 2013-2014 lab fees as presented.

Roll call: Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes. Motion was approved.

**RESOLUTION #12-70—APPROVAL OF BID FOR THE PURCHASE OF AN ORCHESTRA PIT FILLER**
Motion by Dee Boswell to adopt Resolution 12-70, thereby awarding the bid for the purchase of the orchestra pit filler to StageRight Corporation of Clare MI in the amount of $32,379.28.
Roll call: Bennett – yes, Boswell – yes, Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes. Motion was approved.

RESOLUTION #12-71—APPROVAL OF PROPERTY CASUALTY AND LIABILITY INSURANCE RENEWAL
Motion by Jim Beasley to adopt Resolution 12-71, thereby approving the renewal of the Property/Casualty/Liability package, which also includes auto, umbrella, and earthquake with Indiana Insurance Company at a total premium cost of $141,841; Worker’s Compensation coverage with the IPRF at a total premium cost of $102,542 and Medical Professional coverage with Essex and James River at a total premium of $37,393 for the period December 1, 2012 to November 30, 2013 if College administrative determines that the renewal rates are both reasonable and cost-effective and service provided by the companies is satisfactory. If the administration determines the renewal rates are unreasonable and not cost-effective for the College, then additional quotes will be sought and such quotes brought to the Board for consideration.

Roll call: Boswell – yes, Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes. Motion was approved.

RESOLUTION #12-72—DISPOSITION OF COLLEGE PROPERTY
Motion by Kelly Bennett to adopt Resolution 12-72, thereby approving that College administration dispose of equipment declared “no longer needed for College purposes” as listed.

Roll call: Hawley – yes, Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes. Motion was approved.

RESOLUTION #12-73—APPROVAL OF PROPOSAL AND VENDOR FOR AUTOMOTIVE PARTS TECHNOLOGY PROGRAM INVENTORY, EQUIPMENT, AND SUPPLIES
Motion by Kelly Bennett to adopt Resolution #12-73, thereby accepting the proposal submitted by McKay Corporation/NAPA Auto Parts of Litchfield, IL and authorizing College administration to enter into an agreement with the company to provide inventory, equipment, and supplies of the Automotive Parts Technology Program.

Roll call: Holthaus – yes, Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes. Motion was approved.

APPROVAL OF NEW AUTOMOTIVE MAINTENANCE AND INSPECTION CERTIFICATE
Motion by Kelly Bennett to approve the Automotive Maintenance and Inspection Certificate as presented.

Roll call: Mays – yes, McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes, Holthaus--yes. Motion was approved.
APPROVAL OF NEW INTERNET MARKETING AND ADVERTISING CERTIFICATE
Motion by Kelly Bennett to approve the Internet Marketing and Advertising certificate as presented.

Roll call: McGeehon – yes, Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes, Holthaus—yes, Mays—yes. Motion was approved.

APPROVAL OF NEW DAIRY SCIENCE, ANIMAL SCIENCE, AGRICULTURE BUSINESS AND PLANT AND SOIL SCIENCE DEGREES AND CERTIFICATES
Motion by Bryan Holthaus to approve the new Dairy Science, Animal Science, Agriculture Business and Plant and Soil Science degrees and certificates as presented.

Roll call: Stover – yes, Beasley – yes, Bennett – yes, Boswell – yes, Hawley – yes, Holthaus—yes, Mays—yes, McGeehon—yes. Motion was approved.

BOARD PRESIDENTS REPORTS AND RECOMMENDATIONS
ILLINOIS COMMUNITY COLLEGE TRUSTEES ASSOCIATION REPORT
Mr. Beasley reported the next meeting of the ICCTA will be February 11 – 14 in Washington DC at the Legislative Summit.

Mr. Hawley presented a copy of the legal update book which was distributed at the November ICCTA meeting.

FOUNDATION REPORTS
KC FOUNDATION UPDATE
Dr. Boswell reported the next Foundation meeting will be February 4 at 6 p.m. in the Lifelong Learning Center.

The Annual Meeting is being planned for April 1, 2013. Planning for the TCEP dinner will begin soon.

SPORTS AND WELLNESS STEERING COMMITTEE UPDATE
Mr. Hawley reported the balance due on the Fitness Trail is $8,500 to complete the project. The Alumni & Friends Association has the funds to pay the balance when all expenses are complete.

The balance to raise for the Sports & Activities Building is $16,279. A goals has been set for each team to raise $3,000. Many of the teams are off to a great start with over $7,500 raised to date.

The next meeting will be Wednesday, November 28, 2012.

ALUMNI & FRIENDS ASSOCIATION UPDATE
Mr. Mays reported that the Kaskaskia College Alumni & Friends hosted their annual meeting on Wednesday, October 24, 2012. Approximately sixty people were in attendance at the breakfast meeting.
The Alumni & Friends Association hosted a Mouse Race on Saturday, November 10th at the Roundhouse Winery in Centralia. Approximately $3,500 to $4,000 was raised that evening with proceeds supporting the Alumni & Friends initiatives to include scholarships and fulfilling the Fitness Trail pledge.

Raffle tickets are being sold for the 42” LG LCD television; proceeds from this raffle will go towards Alumni & Friends initiatives.

The third annual Mardi Gras Dance is being planned for Saturday, Feb. 16th with music being provided by the Jorrell’s. The next meeting of the KC Alumni & Friends Association will be held in January.

**KCSA and ATHLETIC REVIEW COMMITTEE UPDATE**

The KCSA has held several very successful fundraisers throughout the Fall Semester including the Par 3 Golf Tournament, Ad Sales for Athletic Posters, Grade School Basketball Shoot-Out and the Annual Book Fair.

The KCSA is continuing to assist with the Athletic Department in raising funds for the Flooring Project. Nearly $40,000 has now been raised for the project with several fundraisers scheduled for 2013.

**FRIENDS OF FINE ARTS ASSOCIATION UPDATE**

KC Friends of the Fine Arts Membership stands currently at 353 memberships. The next meeting of the KCFFA Executive Committee will occur Monday, December 10th at 12:15 pm.

The KC Choir and Community Chorale performed their first concert under the direction of Dr. Sarah Graham on Thursday, October 25 at 7:00 pm to a crowd of approximately 120.

The fall KC Visiting Writers Series occurred on November 7 with Laura Benedict, who is the author of the recent novel Devil’s Oven, an Appalachian Gothic tale. Ms. Benedict spoke, read several selections from her recent novel, and answered questions from an audience of approximately 75 students, faculty, staff, and community members.

The Kaskaskia College Choirs will present “An American Christmas” on Friday, November 30th at 7:00 pm. Ticket prices which are $25.00 per person or $40.00 per couple include admission, a meal, and entertainment by KC instrumental and vocal ensembles.

Currently, in the Dee and Sue Boswell Art Gallery an exhibit honoring veterans entitled, Above and Beyond, is being displayed through December.
The next Guest Artist and Speakers series act will be, Christmas with Pam Tillis, on Saturday, December 1st at 7:30 pm.

The KC Bands will perform their winter instrumental concert on Tuesday, December 4th in the Jane Knight Auditorium at 7:30 pm.

The KC Theatre Guild will perform A Christmas Carol on December 6, 7, 8, and 9.

**STUDENT TRUSTEE REPORT**

Student Trustee, Zach McGeehon, reported that the Student Congress sponsored a student forum with Dr. Underwood on November 15. Currently the Christmas Angel Tree Project is underway to assist KC students with Christmas gifts for their children.

**PRESIDENT'S COMMUNICATIONS**

Dr. Underwood noted that each Trustee has received a copy of the final Recognition Report from ICCB.

Dr. Underwood will provide an update on the Trenton Project at the December meeting to include updates on fundraising and building plans.

**ADJOURNMENT**

Motion by Bryan Holthaus to adjourn. Trustees voted by voice vote and the motion was approved. The meeting adjourned 8:20 p.m.

_________________________________________  ________________________________
Chairman                                      Secretary
Board of Trustees                             Board of Trustees