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. Louis Fogleman, Mr. Bob Funderburk, Mr. Bob Gaffner, Mr. Bill Hawley and Mr. Sam Weems.

Those present included Dr. James Underwood, President; Ms. Rhonda Boehne, Director of Human Resources; 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. 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. Mary Lou Whitten, Dean of Nursing, and Ms. Shirley Martin, Executive Assistant to the President/Board of Trustees.

Others present were Ms. Heather Payne, Assistant Professor of Nursing and special guest, Ms. Maria Cornelia van Wijngaarden (Monique) from the Netherlands; Ms. Stacy Arning, Technology Assistant to Computer Services Specialist; Ms. Christin Dalaviras, Director of Advising and Retention Services; Ms. Gina Glotfelty, Director of Technology Systems and Mr. Clarke Griffin, Assistant Professor of Culinary Arts and Coordinator of Food Service Operations. Ms. Brook Smith, City of Centralia Representative was also in attendance.

Members of the press in attendance were Mr. Mark Hodapp, Centralia Sentinel and Mr. Sam Klemetz, WJBD Radio.

PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was led by Mr. Clarke Griffin.

APPRECIATION TO BOARD OF TRUSTEES
Dental Assisting
Lori Schmidt attended the meeting to personally thank the Board of Trustees and the College for the opportunity to attend the National Board for Dental Assistants. While in San Francisco, she helped write future questions for Board exams.

Skills USA
A plaque and certificate signed by Skills USA students was presented to the Board by Angenien Huffstutler and Jon Boehning in appreciation of their support of Skills USA.

PUBLIC COMMENT
None

CONSENT AGENDA
Items included in the Consent Agenda are:
A. Minutes of September 20, 2007 Regular Meeting
B. Ratification and Approval of Disbursements and Payrolls for October 2007
C. 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, Fogleman, Funderburk, Gaffner, Hawley, Weems, Beasley—all voting aye, motion carried.

REPORT OF ADMINISTRATIVE OFFICERS

Audit Report
Ms. Debbie Ringer, Kerber, Eck & Braeckel LLP, reviewed the audit and reported on an excellent audit, ending June 30, 2007.

All Administrative Reports were included in the packet of materials mailed to the Board of Trustees with other materials prior to the meeting. Reports included the following:

Educational Report
• The Summer Enrollment Report was prepared by Ms. Nancy Kinsey. Total certified credit hours for Summer 2007 are 11,523.5 compared to 11,157.5 in Summer 2006—a 3.3% increase.
• Ms. Christin Dalaviras reviewed the Success Center & Intervention Services Report as prepared by Mr. Sam Bundy.

The Board recessed at 7:52 p.m. due to severe storm warnings. The meeting reconvened at 8:11 p.m.

• Assistant Professor Clarke Griffin and Dean Ava Rawlings were available to respond to questions from the Board regarding the Culinary Arts Report. There are 28 students enrolled in the program; this is an unduplicated headcount. A new survey will be prepared and mailed directly from Mr. Clarke Griffin.

Amendment to Centralia Area Enterprise Zone
Ms. Brooke Smith attended the meeting to represent the City of Centralia and responded to questions from the Board regarding the Amendment.

Administrative Services
Ms. Donna Hilgenbrink reported that Mr. Bob Bowen would be returning to work on October 29. Ms. Hilgenbrink reviewed the Construction Project Update and responded to questions and comments by the Board.

Grant Activity Report
The Grants Activity Report for October 2007 was reviewed by Ms. Nancy Kinsey.

Technology Reports

Progress Report on Text Book Rental Program
Mr. Craig Roper was present to discuss the Text Book Rental Program with the Board. Mr. Hawley questioned who was able to use the book buy-back and said there should be a way to be more democratic about the process. Mr. Roper will provide a copy of the buy-back policy to each Board member. A meeting will be scheduled for the Textbook Committee and Craig Roper to meet with President Underwood regarding this issue of textbook rental and textbook buy-back.
CLOSED SESSION
Closed Session was not held.

OLD BUSINESS
None

NEW BUSINESS

Approval of Resignation—Director of Truck Driver Training Program
Motion by Mr. Gaffner to approve the resignation of Mr. Stanton Carroll, Director of the Truck Driver Training program. Roll call: Fogleman, Funderburk, Gaffner, Hawley, Weems, Beasley, Courtney—all voting aye, motion carried.

Appointment of an Interim Director of Truck Driver Training Program
Motion by Mr. Fogleman to appoint Mr. Dean Daum as Director of the Truck Driver Training Program, effective October 22, 2007, at a salary of $42,000, with the understanding that if the appointment is successful and both parties are interested in continuing, it would be transitioned into a regular position on July 1, 2008. Roll call: Funderburk, Gaffner, Hawley, Weems, Beasley, Courtney, Fogleman—all voting aye, motion carried.

Approval of Academic Calendar
Mr. Fogleman made a motion to approve the 2008-09 Academic Calendar with the exception that the college will remain open on December 26, 29 and 30, with the decision of closing for the holidays to be made at a later date.

Roll call: Gaffner-no; Hawley-abstain; Weems-abstain; Beasley-abstain; Courtney-yes; Fogleman-yes; Funderburk-no—with 2 voting yes, 2 voting “no” and 3 voting “abstain”, motion failed.

Motion by Mr. Gaffner to approve the 2008-09 Academic Calendar as presented.

Roll call: Hawley-abstain; Weems-abstain; Beasley-abstain; Courtney-yes; Fogleman-no; Funderburk-yes; Gaffner-yes—with 3 voting “yes”, 1 voting “no” and 3 voting “abstain”, motion carried.

Resolution #07-89—Approval of PHS Projects
Motion by Mr. Gaffner to adopt Resolution #07-89, thereby approving the projects recommended for repair and alterations as follows:

<table>
<thead>
<tr>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wooden Walkway Bridge Replacement</td>
<td>$108,000</td>
</tr>
<tr>
<td>Security Enhancements</td>
<td>96,305</td>
</tr>
<tr>
<td>Fire Hydrant Replacement</td>
<td>54,000</td>
</tr>
<tr>
<td>Science Lab Renovations Phase II</td>
<td>340,173</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$598,478</strong></td>
</tr>
</tbody>
</table>

Roll call: Hawley, Weems, Beasley, Courtney, Fogleman, Funderburk, Gaffner—all voting aye, motion carried.
Resolution #07-90—Approval of Purchase of Network Servers
Motion by Mr. Hawley to adopt Resolution #07-90, thereby approving the purchase of network servers from the lowest bidder, Gateway, Inc., at the cost of $16,788.00. Roll call: Beasley, Courtney, Fogleman, Funderburk, Gaffner, Hawley, Weems—all voting aye, motion carried.

Resolution #07-91—Approval of Purchase of Campus Wide ID System
Motion by Mr. Hawley to adopt Resolution #07-91, thereby awarding the RFP for the purchase of a Campus-wide IC Card System to Elliott Data Systems, Inc., of Chesterfield, Missouri in the amount of $15,238.00. Roll call: Courtney, Fogleman, Funderburk, Gaffner, Hawley, Weems, Beasley—all voting aye, motion carried.

Resolution #07-92—Approval of Printing of College Catalogs
Motion by Mr. Hawley to adopt Resolution #07-92, thereby awarding the bid for the printing of college catalogs to Breese Journal & Publishing Company of Breese, Illinois in the amount of $5,199.00. Roll call: Fogleman, Funderburk, Gaffner, Hawley, Weems, Beasley, Courtney—all voting aye, motion carried.

Final Reading—Electronic Meeting By-Law
Mr. Gaffner made a motion to approve the final reading of the Electronic Meeting Policy. After discussion it was decided to change the word “must” to “should” in the last sentence of the first paragraph.

Mr. Gaffner amended the motion to approve the Electronic Meeting Policy with the changing of the word “must” to “should” in the aforementioned sentence. Roll call: Funderburk-yes; Gaffner-yes; Hawley-yes; Weems-yes; Beasley-yes; Courtney-no; Fogleman-no—with 5 voting “yes” and 2 voting “no”, motion carried.

First Reading—Independent Study Policy
The Board reviewed the Independent Study Policy and Procedure. It was suggested that a paragraph be added stating if an administrator is asked to teach an Independent Study, higher administrative approval is required. The Independent Study Policy will be presented at the November Board of Trustees meeting for final approval.

First Reading—Adjunct Faculty Pay for Former Employees of Kaskaskia College
The first reading of the Policy and Procedure for Adjunct Faculty Pay for Former Employees was reviewed and will be on the Agenda for the November Board of Trustees meeting.

First Reading—Donation of Paid Leave Days for the Sports & Wellness Project Major Gifts Campaign
The first reading of the Policy and Procedure for Donation of Paid Leave Days for Sports & Wellness Project Major Gifts Campaign was reviewed and will be on the Agenda for the November Board of Trustees meeting.

First Reading—Grading System Policy
The revision of the Grading System Policy was reviewed and will be on the Agenda for the November Board of Trustees meeting. Nancy Kinsey reported that changes were necessary, due to the new Datatel system.
BOARD/PRESIDENT REPORTS/RECOMMENDATIONS

Illinois Community College Trustees Association Report
Mr. Beasley reported the ACCT Legislative Summit will be held February 10-13, 2008. As in previous years, those who attend will not register for the event, but use this time to visit with our legislators.

Dr. Underwood asked the Trustees to call Shirley Martin by October 31 in order for flight and hotel reservations to be made. Plans are to fly in on the morning of February 12 and return the morning of February 14.

KC Foundation Report
Mr. Hawley reported on the following items:
- The next Quarterly Foundation meeting will be Monday evening at 6:00 p.m.
- The Distinguished Lecturer event, with Charles Jaco was excellent.
- The Scholarship dinner was successful.
- The Entrepreneur of the Year has been selected.

Friends of Fine Arts Update
Mr. Fogleman reported on 127 members in the Kaskaskia College Friends of the Fine Arts as of October 12, 2007, an increase of 5 members since August, 2007.

Student Trustee Report
Mr. Sam Weems that Student Trustees have had 2 meetings since the elections and future plans will be clearer after the next meeting. He will attend ICCB/SAC meeting on November 9. He has invited Lucas Funderburk and Trent Gherardini to attend with him. He also reported on the success of the fall picnic.

INFORMATIONAL

Lab Fees
A memo from Dean Ava Rawlings regarding Lab Fees, including backup information was mailed to the Board with other materials.

Truck Driving Program Equipment
A Memo from Craig Roper updating the Board on the purchase of Truck Driving Program Equipment was mailed to the Board prior to the meeting.

ADJOURNMENT

Motion by to adjourn the meeting. All voting aye, motion carried. The meeting adjourned at 11:10 p.m.

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Chairman                          Secretary