



**Kankakee Community College  
Board of Trustees  
February 20, 2024 – Agenda  
100 College Dr, Board Room (L241), 5 pm**

1. Call to Order/Roll Call.....Board Chair
2. Public Comment.....Board Chair
3. Introduction of Guests/Recognition/Education.....Board Chair
4. Amendments or Changes to Published Agenda.....Board Chair
5. Approval of Minutes.....Board Chair
  - January 8, 2024 - Board Meeting
6. Approval of Consent Agenda Action Items (**items preceded by asterisk**)....Board Chair
7. Approval of Action Items Remaining & Presentation of Information Items....Board Chair

A. Action Items

- |      |   |        |
|------|---|--------|
| *(1) | Approval of 1A, 1D, 1Y-OS and 1Y-IS Program Participants                | (A-1)  |
| *(2) | Approval of Tuition/Course Reimbursement                                | (A-3)  |
| *(3) | Approval to Request Bid(s)  | (A-5)  |
|      | ◆ Annual Security Camera Refresh  |        |
|      | ◆ Annual Security Incident and Event Management Software                |        |
|      | ◆ WDC Roadway   |        |
| (4)  | Approval of Tuition and Fee Increase for Fiscal Year 2025               | (A-7)  |
| (5)  | Approval of Recommended Additions and Revisions to the Course Fees List | (A-11) |
| (6)  | Approval of Mental Health Technician Certificate                        | (A-13) |

B. Information Items

- |     |  |       |
|-----|--|-------|
| (1) | President and Trustee Reports            |       |
| (2) | Spring 2024 Census Day Enrollment Report | (I-1) |
8. Approval of Finance Items.....Board Chair

A. Finance Items

- (1) Approval of Short-Term Investments – none

- (2) Approval of Financial Reports (subject to audit) (F-1)
  - ◆ Reconciled Cash by Fund – December 31, 2023
  - ◆ Investment and Financial Summary – January 31, 2024
  
- (3) Approval of Bill Summary and Travel Expenses (F-7)
  - ◆ Purchase Order Requisitions Over \$10,000
  - ◆ Special Bill(s)
  - ◆ AP Check Register
  
- 9. Convene to Closed Session.....Board Chair
- 10. Reconvene to Open Session.....Board Chair
- 11. Closed Session Action Items.....Board Chair
  - A. Matters of Personnel pursuant to 5 ILCS 120/2(c)(1)
    - (1) Approval of Dr. Quincy Rose-Sewell's employment contract for the position of vice president for academic affairs from May 20, 2024 through June 20, 2024, as well as for the 2024-2025 fiscal year, at an annualized salary of \$133,000.
  - B. Probable or Pending Litigation pursuant to 5 ILCS 120/2(c)(11)
- 12. Adjournment.....Board Chair

# ADMINISTRATIVE CONTRACT

Kankakee Community College  
Kankakee, Illinois

The Board of Trustees of Community College District 520 of the Counties of Kankakee, Iroquois, Livingston, Grundy, Will and Ford, State of Illinois, hereby agrees to employ **DR. QUINCY ROSE-SEWELL as VICE PRESIDENT FOR ACADEMIC AFFAIRS** from May 20, 2024 through June 30, 2024, as well as for the 2024-2025 fiscal year. The fiscal year begins on July 1 and ends on June 30.

The administrator will be assigned duties which are consistent with her educational and experiential qualifications.

The administrator agrees to perform faithfully and to discharge all assigned duties to the satisfaction of the College, and to abide by all policies, rules, and regulations adopted by the Board of Trustees. The administrator further agrees to a reassignment or transfer at any time from this position to another position for which the administrator is qualified as determined by the college. In addition, the administrator's employment may be terminated, changed, or modified from time to time by the College in its sole discretion.

The annualized salary for the 2024-2025 fiscal year will be \$133,000, which amounts to \$5,115.39 per pay period. In addition to her annualized salary, she will be eligible to receive up to \$7,500 in reimbursement for moving expenses if relocating within District 520 within 12 months from her date of hire. She can also be reimbursed for up to \$1,000 per month for temporary housing not to exceed three months.

On or before June 15, 2025, notification as to renewal of appointment will be given. Such renewal is neither automatic nor to be expected.

The administrator has ten days after the date of official board action as shown below to accept or reject this contract. If she fails to accept the offer within this time period, this position will be declared open.

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Chairman, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

I accept the contract as described above.

\_\_\_\_\_ Yes      \_\_\_\_\_ No

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator