KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

May 17, 2011

The regular monthly meeting of the Board of Trustees was called to order at 8:00 a.m. in the Board Conference Room at the College by Trustee Ray Daniels. Roll call indicated the following Trustees present: Donald Ash, Cathy Breidenthal, Ray Daniels, Wendell Maddox, J.D. Rios, and Clyde Townsend. Mary Ann Flunder was absent.

1. The chairman called for approval of the agenda. Dr. Burke noted the following amendments to the agenda:

Change(s):

X. Finance

- C. Recommendations:
 - 6. Approval to purchase a single unit spray booth package that includes 2 paint booths and a mixing room, a fire suppression system, and installation from Myers & Associates for \$150,322.69. The single package container by Myers meets KS fire code. The separate KAYCO booths previously recommended require an additional 6 foot of passageway to meet fire code. The location of the paint booth area in the TEC 3 building does not have the extra 6 foot of space. (Construction fund)

ABC Autobody Color	KC, MO	\$105,045.00
Robo Vent	Council Bluff, IA	\$185,146.00
Myers & Associates	Oklahoma City, OK	\$150,322.69

Addition(s):

X. Finance

- C. Recommendations:
 - 8. Approval to purchase from Praxair the welding exhaust system for TEC 1 Plaza for \$255,865. This is the first "long lead time" item needed to be procured and must be ordered now to insure production and transport schedules are met for installation when the building is ready. (Construction fund)

Praxair	Kansas City, MO	\$255,865
RoboVent	Council Bluffs, IA	\$274,121

9. Approval to purchase from Design Mechanical a compressor for the HVAC system in the Flint Building for \$18,980. This will replace a compressor that went down last week and is beyond repair. (Capital Fund)

Design Mechanical	Kansas City, KS	\$18,980
Foley Company	Kansas City, MO	\$24,312

10. Approval to pay BPU \$97,156.19 to tap into the BPU water main for the combined TEC 2 and TEC 3 water service. This amount includes a BPU required \$75,000 "system development fee". The development fee is charged

by BPU to improve their system of delivering drinking water. Your support in a requested in seeking a waiver from this fee is requested. There may be \$14,000 in credits for KCKCC when we abandon the 3 water meters on the property. The total capacity of these meters does not meet the water requirements for the new use. (KS State Technical Education Capital Fund and Construction Fund)

11. Approval to purchase from TD Electric new lighting for the fieldhouse for \$49,750.00. The dark areas of the field house continue to grow and the lights are becoming obsolete and difficult to repair or replace. (Capital fund)

TD Electric	Kansas City, KS	\$49,750.00
Sunshine Lighting	Kansas City, MO	\$52,455.00

XIII. Miscellaneous Business

- C. Set time and date for annual meeting with the College Senate
- D. Enter executive session to discuss faculty negotiations and possible acquisition of real estate
- E. Enter executive session to discuss personnel matters of non-elected personnel
- F. Naming of Police Academy Building

Dr. Burke also noted that they would like to move item XIII F. to follow XIII C. and move item XIII.E after that because Linda Pendleton has to leave by 9:30 a.m. Trustee Rios moved to approve the agenda with amendments as presented and noted. Trustee Townsend seconded and the motion carried.

- 2. Trustee Maddox moved to approve the minutes of the April 5, 2011 Special Meeting of the Board of Trustees as presented. Trustee Breidenthal seconded and the motion carried.
- 3. Trustee Townsend moved to approve the minutes of the April 19, 2011 Regular Meeting of the Board of Trustees as presented. Trustee Maddox seconded and the motion carried.
- 4. Trustee Rios moved to approve the minutes of the April 25, 2011 Special Meeting of the Board of Trustees as presented. Trustee Breidenthal seconded and the motion carried.
- 5. The Chairman called for any Patrons or Petitioners wishing to address the Board. At this time approximately 16 students came forward to speak in protest of the termination of Phanh Vongphrachanh of which notice was given at the last Board meeting. Due to the nature of the discussion, the attorney noted that any further discussion would have to be in executive session. Trustee Rios moved to enter executive session for a period of 20 minutes to meet with these students wishing to speak to the Board and with staff in a group following also in executive session. Trustee Townsend seconded and the motion carried. The Board entered executive session at 8:12 a.m.
- 6. The Board reconvened in regular session at 8:32 a.m. at which time Trustee Rios moved to extend executive session for a period of 15 minutes. Trustee Townsend seconded and the motion carried. The Board then re-entered executive session.

- 7. The Board reconvened in regular session at 8:47 a.m. at which time Dr. Burke introduced Provost Dr. Agha-Jaffar to give her report, who in turn introduced Dean Cherilee Walker of the Humanities Division. Dr. Walker spoke briefly and then introduced the Coaches of the Debate and Forensics teams to speak of the most recent honors received by their teams. Mr. Darren Elliott introduced his team members that were present: Nick Novack, Anthony Jackson, Kristin Russell, Cameron Vaughn, West Younghan, David Harden and Tyler Gillette. Mr. Elliott presented some of the most recent awards to the Board, including the 8th consecutive National Championship. Coach Amy Arellano briefly noted the Forensics team victories and was acknowledged for being in second place at the American Forensics Association competition, the largest forensics competition in the nation for universities and community colleges. They were applauded and commended by the Board on all of the success achieved.
- 8. Dr. Agha-Jaffar Introduced Mr. Cliff Smith to speak on the Tech Ed. Centers' Professional Nails program's recent awards. Instructor Cathy Rose noted that Students receiving awards were first place honors for Maria Diaz-Ontiveros for 3-D Artwork/Sculpture, and Latecia Aceves for the category of "Pink and White Sculptured". They took 3rd place overall. Another honor that was received was by Heather Mellott when she won the Grand Prize Katy Perry OPI nail artwork contest.
- 9. Chairman Daniels noted that the Board needed to enter executive session at this time due to time constraints. Trustee Townsend moved to enter executive session for the purpose of discussing personnel matters of non-elected personnel to protect the privacy of the individuals involved for a period of 15 minutes with possible action to follow. Trustee Breidenthal seconded and the motion carried. The board entered executive session at 9:00 a.m.
- 10. The Board reconvened in regular session at 9:15 a.m. at which time Dr. Burke shared the thank you note from Linda Fund, Executive Director for KACCT, for the plant that was sent to her upon her husband's funeral.
- 11. Dr. Burke gave his President's Report on the following:
 - Congressman Yoder on campus on June 7th @ 9:00 a.m. for a visit/tour
 - Graduation events
 - Graduation Speaker Andy Tompkins
 - KACCT/COP Annual Retreat on KCKCC Campus June 10 & 11
 - Legislative session is over
 - SRS Proposal was submitted on Friday 5/13
 - Parking spaces/cones will be set up for Board members for graduation breakfast
 - Trustees J.D., Clyde & Mary Ann will not be at graduation
 - RTA and PTA graduation tonight will be held in the Performing Arts Ctr.
- 12. Under the Provost's Report, Dr. Agha-Jaffar reported on the following:
 - Six students at the TEC have earned medals in this year's Kansas State skills USA Competition. Mike Dunn, Dan Ward, and Herbert Rook took first, second, and third

in Major Appliance Refrigeration Technology. Jim Simon won gold in Culinary Arts; Rachel Bustamente (Schlagle High School senior) earned bronze in the high school division of Commercial Baking; Brandon Criqui earned bronze in the high school division in Collision Repair Technology. As gold medalists, Mike Dunn and Jim Simon will be competing in the national Skills USA competition in Bartle Hall in June 20-25.

- Christine Campos finished in the top 10 percent out of 570 applicants, and was a former student in our Electrical Technology program under the Instruction of George Crump. She begins her first year of apprenticeship training for the electrician's union beginning May 20.
- Dr. Marvin Hunt introduced Jay Matlack, Workforce Development Coordinator.
- Distributed the program for the Kansas City Jazz Summit 2011, which was held April 25-30 and was co-sponsored by the Music Club, the Intercultural Center, Endowment Association, the KC Jazz Alliance, and the Kansas City Jazz Orchestra. Twenty-five bands and 500 students from high schools from Missouri, Kansas, and Tulsa, Oklahoma participated in the 6-day event. A full page story with photo was in the Preview Section of the metropolitan edition of the Kansas City Star.
- The Department of English sponsored student creative writing awards on May 3. They distributed *Scenic Route*, KCKCC's Literary and Fine Arts Magazine 2010-2011. The Board will receive copies at the June regular Board Meeting.
- KCKCC hosted a graduation ceremony for 22 graduates of the HEART program on May 5, and another on May 16 for the 14 graduates of the HEART program from Wyandotte High School.
- Our Volunteer Income Tax Assistance Program (VITA), coordinated by Joyce Griffin, had another great year, filing 1,267 returns this year. They generated \$1,916,345 in total refunds for 2010.
- The Spring 2011 Deans Council Newsletter was emailed out to in April.
- I have received recommendations from the Blended Learning Committee with agreed upon guidelines. Faculty will start training on the blended learning format in August with hopes to pilot one or two courses in each division beginning in Fall 2012.
- Most of the faculty has completed the Quality Matters training for online classes. They have until the end of summer to do so. The Academic Deans will be checking to make sure that only faculty who have completed the training are assigned online classes beginning in Fall 2011.
- Dr. Sangki Min and Dr. Agha-Jaffar will be going to KBOR on May 18 for the Performance Agreement.
- Dr. Agha-Jaffar will be attending the KCIA retreat in Wichita June 2 & 3.
- KCKCC has been invited to participate in HLC's pilot Pathways Demonstration Project. The college's participation replaces the PEAQ self-study and

comprehensive evaluation visit. KCKCC is cohort three, and its participation is being funded by the Lumina Foundation. We will work with HLC and the Lumina Foundation in piloting a Degree Qualifications Profile, which proposes specific learning outcomes that benchmark the associate, bachelors, and master's degrees. Dr. Min and Dr. Agha-Jaffar will be attending an orientation workshop on June 15-17 to learn more. Asked Dr. Min to speak about the change in accreditation procedures.

- KCKCC has signed two new articulation agreements: one is with K-State for a Bachelor of Science in General Business. K-State's courses are offered online, and the second is with Johnson County Community College for its AAS degree in Food and Beverage Management. The courses in our professional cooking certificate program at the TEC will transfer to the AAS.
- 13. The next item was the Vice President's Report. Brian Bode reported on the following items:
 - Media Services Program *Focal Point* by the Regional Prevention Center running on channel 17
 - Options being considered for more efficient use and placement of the copies and printers on campus to better manage paper and ink consumption
 - My-dotte portal had 5,000 unique visits last month and the web site had 51,000 visits from outside of the college.
 - Dr. Denise McDowell recently attended a college and university Financial Education Forum, with a focus on educating students on obligations of Student Loans.
 - Courses on financial literacy will be added to mandatory human development courses offered now.
 - A committee is looking at students not performing well on placement test and working with community professionals to help the students with learning disorders navigate better to and through their college careers.
 - The Wyandotte Ethnic Festival held at KCKCC was a great success with the help of the students.
 - Parents Night for the parents of prospective students of KCKCC was held. It left them more fully informed on what their children would experience while attending KCKCC
 - Federal Government Pell Grant numbers did not change.
 - Graduation preparations are underway. (802 Graduates this semester)
 - Registration for Summer semester. (2,600 students) (2,200 students for Fall)
 - Three KCKCC graduates students will graduate and transfer to UMKC, Park University, and KU.
 - The first KCKCC Athletic Hall of Fame was held.
 - Child Care Center received a 5 star rating for the 3rd consecutive year from the Kansas Quality rating system.

- The Career Center hosted *Workplace Kansas City Job Fair* with approx. 1,700 participants and another job fair with the Lansing and Leavenworth Chambers of Commerce.
- Jeff Sixta was requested and accepted to serve on the State Ave. Corridor Transit Improvement Council
- Flowers have been planted for graduation activities, but there will be cutbacks on mowing on campus for conservation purposes
- Tech Center Buildings 2 & 3 are being worked on and we should be in there by Fall 2011
- 14. The next item was the Personnel Report which Brian Bode was giving in Dean Leota Marks' absence. He presented the following items for information purposes:
 - Retirement of Dr. Alan H. Colen as Director in the Forensic Laboratory in the Math, Science & Technology Division effective June 30, 2011
 - Retirement of Roger D. Kidwell as Professor of Mortuary Science in the Nursing & Allied Health Division effective June 20, 2011
 - Retirement of Richard Lee as Dean of Student Services effective June 30, 2011
 - Retirement of Albert Hollinshed as Custodian/Floor Technician in the Buildings & Grounds Dept. effective May 31, 2011
 - Resignation of William J. McNamee as Asst. Professor of Auto Technology in the TEC effective June 30, 2011
 - Resignation of Chris L. Wagner as PT Personal Trainer in the Wellness Center effective May 19, 2011
 - Resignation of Billy G. Johnson as PT Custodian in the Bldgs. & Grounds Dept. effective April 25, 2011
 - Resignation of Melanie L. Yunger as Nursing Instructor in the Nursing & Allied Health Division effective June 30, 2011
- 15. Mr. Bode then presented the following recommendation items for approval:
 - Approval to uphold termination of Michael L. Hobbs as Grounds Worker effective April 15, 2011
 - Approval to employ Randal E. Mlika as Community Prevention Specialist in the Regional Prevention Center in the Student Service Division effective April 25, 2011 at the annual salary of \$32,024.33
 - Approval to employ the following Adjunct Instructors at the rate of \$722.00 per credit hour:

John P. Lyon	English	August 18, 2011
Greg D. Gildersleeve	English	June 2, 2011
Thomas E. Hallensleben	History	August 18, 2011

- Approval to employ Rodney R. Schubert as Part Time Campus Police officer effective April 21, 2011 at the hourly rate of \$15.28
- Approval to employ Melvin L. Clark, Jr. as Part Time Custodian in the Bldgs. & Grounds Dept. effective April 23, 2011at the hourly rate of \$10.10

- Approval to employ David D. Youmans as Substitute Teacher for Welding at the TEC effective April 25, 2011 at the hourly rate of \$37.27
- Approval to employ Krisanne D. Brentano as Substitute Teacher for Professional Cooking at the TEC effective April 15, 2011 at the hourly rate of \$37.27
- Approval to employ the following Part Time Instructors for Continuing Education non-credit classes:

Maya Zahira School	Belly Dance Aerobics	\$350.00
of Belly Dance	Belly Dance Technique	\$630.00
Bryan Whitehead	Digital Photography 101	\$731.25
James Hathaway	Defensive Driving	\$160.00
	(Processed through Payroll)	
Baz Abouelenein	Beginning Excel 2007	\$250.50
	Intermediate Excel 2007	\$138.00
Scott Kaufmann	Hands on Investing	\$37.50
Stephanie Marquez	Community Spanish II	\$600.00
	(Processed through Payroll)	
Amber Smith	Quilting	\$900.00

Trustee Rios moved to approve the Personnel Recommendations as presented. Trustee Townsend seconded and the motion carried.

- 16. Mr. Bode requested approval to pay the bills as presented. Trustee Rios moved to pay the bills as presented. Trustee Breidenthal seconded and the motion carried.
- 17. Mr. Bode reviewed the Financial Report. Following some discussion, Trustee Maddox moved to approve the Financial Report as presented. Trustee Breidenthal seconded and the motion carried.
- 18. Mr. Bode presented the following Financial Recommendations for approval:
 - Approval of payment for \$327,001.49 to Commerce Bank for Visa credit card purchases for April 2011. (Various Funds)
 - Approval of purchase a used 2008 Ford Crown Victoria Police Interceptor from the Kansas Highway Patrol for \$13,400. (Capital Fund)
 - Approval of purchase a used 2009 Ford Crown Victoria Police Interceptor from the Kansas Highway Patrol for \$14,900. (Capital Fund)
 - Approval for payment to Boston Reed College for Spring 2011 Phlebotomy Technician course for \$36,400.00 for teachers pay, lab supplies, textbooks, course materials and curriculum development (Continuing Ed Fund)
 - Approval to purchase from ATHCO, LLC, an LED Basketball Scoreboard for the Gymnasium. (Capital Fund)

Fair Play	\$14,785.00
Optional Items: Personalization Sign (24'Hx12'W)	\$1,475.00
Sponsor/Advertising sign (24"Hx12'W)	\$1,475.00
ATHCO, LLC	\$13,470.00
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• Approval to purchase a single unit spray booth package that includes 2 paint booths and a mixing room, a fire suppression system, and installation from **Myers & Associates** for \$150,322.69. The single package container by Myers meets KS fire code. The separate KAYCO booths previously recommended require an additional 6 foot of passageway to meet fire code. The location of the paint booth area in the TEC 3 building does not have the extra 6 foot of space. (Construction fund)

ABC Autobody Color	KC, MO	\$105,045.00
Robo Vent	Council Bluff, IA	\$185,146.00
Myers & Associates	Oklahoma City, OK	\$150,322.69

- Approval of payment of \$22,855.00 to Datatel for maintenance licenses for 2011/2012. (General Fund)
- Approval to purchase from Praxair the welding exhaust system for TEC 1 Plaza for \$255,865. This is the first "long lead time" item needed to be procured and must be ordered now to insure production and transport schedules are met for installation when the building is ready. (Construction fund)

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TD Electric	Kansas City, KS	\$49,750.00
Sunshine Lighting	Kansas City, MO	\$52,455.00

Following discussion, Trustee Townsend moved to approve the Finance Recommendations as presented. Trustee Maddox seconded and the motion carried.

19. The next item was consideration and approval of the following resolutions regarding the consumption of alcoholic liquor on campus on June 10th for the KACCT Annual Retreat Dinner, and June 12th for the retirement reception for the college President, Dr. Burke:

RESOLUTION (5/17/11-1) A RESOLUTION REGARDING THE CONSUMPTION OF ALCOHOLIC LIQUOR IN ACCORDANCE WITH K.S.A. 41-719(i)

WHEREAS, Kansas Statutes Annotated 41-719(c) prohibits the consumption of alcoholic liquor on public property except where expressly permitted by law; and

WHEREAS, The Kansas City Kansas Community College (KCKCC) is authorized under Kansas law to exempt from the provisions of K.S.A. 41-719(c) specified property which is under the control of the KCKCC Board of Trustees and which is not used for classroom instruction.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF KCKCC:

Section 1: KCKCC hereby exempts for Sunday, June 12, 2011, the reception areas of the Jewell Center from the requirements of K.S.A. 41-719.

Section 2: This exemption is granted in connection with the holding of the Retirement Reception for President, Dr. Thomas Burke hosted by Kansas City Kansas Community College Trustees on Sunday, June 12, 2011.

PASSED AND APPROVED by the Board of KCKCC in a meeting held on May 17, 2011. BOARD OF TRUSTEES KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature ____

Board Chairman Print Name: Ray Daniels

ATTEST: _____

Secretary Print Name: Thomas R. Burke

<u>RESOLUTION (5/17/11-2)</u> A RESOLUTION REGARDING THE CONSUMPTION OF ALCOHOLIC LIQUOR IN ACCORDANCE WITH K.S.A. 41-719(i)

WHEREAS, Kansas Statutes Annotated 41-719(c) prohibits the consumption of alcoholic liquor on public property except where expressly permitted by law; and

WHEREAS, The Kansas City Kansas Community College (KCKCC) is authorized under Kansas law to exempt from the provisions of K.S.A. 41-719(c) specified property which is

under the control of the KCKCC Board of Trustees and which is not used for classroom instruction.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF KCKCC:

Section 1: KCKCC hereby exempts for Friday, June 10, 2011, the reception areas of the Jewell Center from the requirements of K.S.A. 41-719.

Section 2: This exemption is granted in connection with the holding of the KACCT Reception hosted by Kansas City Kansas Community College as part of the Kansas Association of Community College Trustees /Council of Presidents Annual Retreat on June 10-11, 2011.

PASSED AND APPROVED by the Board of KCKCC in a meeting held on May 17, 2011.

BOARD OF TRUSTEES KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature _____

Board Chairman Print Name: Ray Daniels

ATTEST: _____

Secretary Print Name: Thomas R. Burke

Following discussion, Trustee Rios moved to approve the Resolutions as presented. Trustee Breidenthal seconded and the motion carried.

- 20. There was brief discussion regarding the time for the special joint meeting with the College Senate for the following week. Trustee Daniels noted that he would arrange that and inform the rest of the Board when it was set.
- 21. Mr. Bode gave an explanation of the recommendations for the naming of the new Police Academy after Dr. Michael Haen.
- 22. Chairman Daniels asked for a motion to enter executive session for a period of 30 minutes to discuss faculty negotiations, possible acquisition of real estate and personnel matters of non-elected personnel. Trustee Ash moved to enter executive session for a period of 30 minutes to discuss faculty negotiations, possible acquisition of real estate and personnel matters of non-elected personnel. Trustee Townsend seconded and the motion carried. The Board entered executive session at 10:40a.m.
- 23. The Board reconvened in regular session at 11:10 a.m. and Trustee Rios moved to extend executive session for a period of 15 minutes. Trustee Ash seconded and the motion carried.

- 24. The Board reconvened in regular session at 11:25 a.m. and Trustee Rios moved to extend executive session for a period of 10 minutes. Trustee Maddox seconded and the motion carried.
- 25. The Board reconvened in regular session at 11:35 a.m. and Trustee Maddox moved to extend executive session for a period of 10 minutes. Trustee Breidenthal seconded and the motion carried.
- 26. The Board reconvened in regular session at which time Trustee Rios moved to approve the resolution for the non-renewal of the teaching contract for Phanh Vongphrachanh as listed in the agenda. Trustee Maddox seconded and the motion carried with one "no" vote.
- 27. Chairman Daniels read the following resolution to name the new Police Academy after Dr. Michael Haen:

<u>RESOLUTION</u> A RESOLUTION REGARDING THE NAMING OF THE POLICE ACADEMY BUILDING

WHEREAS, the Board of Trustees of Kansas City Kansas Community College (the "Board of Trustees") is an elected body which has the responsibility for overseeing the operations of Kansas City Kansas Community College; and

WHEREAS, Kansas City Kansas Community College is a community college existing by and under the authority of the laws of the State of Kansas which primarily serves persons in the communities of Wyandotte and Leavenworth counties and which is a public, urban, open-door, and comprehensive community college committed to excellence in higher education; and

WHEREAS, the Board of Trustees recognizes and aspires to honor its responsibility to provide educational services to its various constituencies; and

WHEREAS, in its mission statement, Kansas City Kansas Community College affirms its commitment to foster an accessible and supportive learning environment and to develop a culture of higher education which promotes lifelong learning within the varied communities in which it serves; and

WHEREAS, the Board of Trustees recognizes and appreciates the cultural diversity that exists in its primary service area and stresses an appreciation for multicultural education, respect for diversity and the enhancement of positive human relationships among its students, faculty, staff, and in the larger community, including but not limited to, law enforcement organizations, and

WHEREAS, the Board of Trustees has determined that over the course of his lifetime, the late Dr. Michael Haen, a Reserve Police Officer for the Kansas City Kansas Police Department and a faculty member of Kansas City Kansas Community College,

conducted himself in a manner that brought great credit and high esteem to Kansas City Kansas Community College and to the community; and

WHEREAS, given the aforementioned considerations, the Board of Trustees believes that its police academy should be named the "Dr. Michael Haen Police Academy" in honor of his service as a faculty member of the College who started the law enforcement program and for giving his life in the line of duty as a Reserve Officer for the Kansas City Kansas Police Department.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE KANSAS CITY KANSAS COMMUNITY COLLEGE THAT:

The Board of Trustees hereby approves the naming of the police academy the "Dr. Michael Haen Police Academy" in honor of his service as a faculty member of the College and for giving his life in the line of duty as a Reserve Police Officer for the Kansas City Kansas Police Department.

ADOPTED by the Board of Trustees of the Kansas City Kansas Community College

on the _____ day of _____, 2011.

By:____

RAY DANIELS Board Member

MARY ANN FLUNDER Board Member

CLYDE TOWNSEND Board Member DONALD ASH Board Member

J.D. RIOS Board Member

CATHY BREIDENTHAL Board Member

WENDELL MADDOX Board Member

Trustee Rios moved to approve the resolution as read. Trustee Townsend seconded and the motion carried.

28. Chairman Daniels noted that there would be a special meeting of the board on Monday, May 23rd at 12:00 Noon for the purpose of entering executive session to: (1) discuss personnel matters of non-elected personnel to protect the privacy interests of the individuals involved; (2) discuss the possible acquisition of real estate; (3) discuss and consider operational strategies that would be harmful to the competitive position of the college; and (4) discuss, consider and take action concerning non-elected personnel and real estate. Trustee Breidenthal moved to hold the special meeting of the Board of Trustees as specified by the Chairman. Trustee Townsend seconded and the motion carried.

29. The Chairman adjourned the meeting.

The meeting adjourned at 11:50 a.m.

ATTEST: _____ Chairman

_____ Secretary