

**Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
February 18, 2014**

1. After Calling the Meeting to order at 3:30 p.m., Chairman Ash asked everyone to stand for the Pledge of Allegiance.
2. Chairman Ash asked for **Roll Call**. Roll Call indicated the following trustees present: Don Ash, Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, Wendell Maddox, J.D. Rios and Clyde Townsend.
3. Chairman Ash asked **Approval of the Agenda** and/or **Amendment(s) to the Agenda**. Trustee Maddox motioned to approve the Agenda and Amendments. Trustee Breidenthal seconded and the motion carried.
4. Chairman Ash asked **Approval of the Minutes** of the January 14, 2014 meeting of the BOT. Trustee Rios moved to approve the Minutes. Trustee Maddox seconded and the motion carried.
Chairman Ash asked **Approval of the Minutes** of the January 30, 2014 Special meeting of the BOT. Trustee Rios moved to approve the Minutes. Trustee Maddox seconded and the motion carried.
5. Chairman Ash asked for **Audience to Patrons and Petitioners**. There being none, Chairman Ash moved to the next order of business.

Before moving to Miscellaneous, Chairman Ash asked that Stacy Tucker, Director of the KCKCC Honors Program, talk about the recent Phi Theta Kappa Honor Luncheon held Thursday, February 13, 2014 in Topeka, Kansas. Stacy introduced KCKCC's two honor students, Ryan Proctor and Gabriella Acosta, who were honored at the luncheon. Ms. Tucker said Ryan and Gabriella are two of 52 All-Kansan Academic Team members and are chosen based on academic achievement, community service and leadership ability. While in Topeka, the honor students had the opportunity to visit with members of the legislature. Chairman Ash thanked Stacy, Ryan and Gabriella and said this was a wonderful experience for them as well as for the legislators to be able to see, first hand, the hard work community colleges do in preparing students to graduate and move on to four year colleges. Stacy Tucker thanked those who attended the Phi Theta Kappa luncheon and shared both plaques awarded Ryan and Gabriella.

6. Chairman Ash asked for **Miscellaneous**. Chairman Ash asked for a motion to recess into Executive Session. Trustee Rios motioned for Executive Session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed and for consultation with college attorney on a matter protected by the attorney-client privilege to protect the board's position in administrative proceedings, etc. College attorney, Deryl Wynn, suggested a time of 15 minutes and to invite Mr. Worner into Session. Trustee Townsend seconded and the motion carried. Executive Session began at 3:50 p.m. At 4:05 p.m., a request was made to extend Executive Session by 10 minutes. At 4:15 p.m., a request was made to extend Executive Session by 5 minutes. Members of the BOT returned at 4:20 p.m. and Open Session was called to order at 4:23 p.m. by Chairman Ash.

7. Chairman Ash asked for **Communications**. Dr. Givens reminded everyone of the Saturday Science, Math and Technology Academy, February 22nd from 9-11:00 a.m. in the Lower Level Jewell. Chairman Don Ash read the first of three Resolutions exempting the use of alcoholic liquor on the KCKCC campus:
 - (1) March 13, 2014 in the Jewell Center for the Cabaret-Laissez Les Bons Temps Rouler which is a fund-raiser for the Jazz Ensemble, and travel funds for the choir, directed by John Stafford, to New York City. Trustee Rios motioned to approve the first Resolution. Trustee Breidenthal seconded and the motion carried.
 - (2) April 24, 2014 in the Thomas R. Burke Education Center Lobby for the KCKCC Meet & Greet Event, sponsored by the Endowment Association. Trustee Daniels motioned to approve the second Resolution. Trustee Breidenthal seconded and the motion carried.
 - (3) February 27, 2014 in the Thomas R. Burke Education Center Multi-Purpose Room for the Kansas City Chapter of the National Tool and Machining Association monthly meeting. Trustee Rios motioned to approve the Resolution. Trustee Townsend seconded and the motion carried.

8. Chairman Ash asked for the **President's Report**.

Dr. Givens reported on the following:

 - The first newsletter, from the Office of the President, was e-mailed to all employees of KCKCC, January 28th. The Newsletter included a copy of the new Organization Chart;
 - The next Donuts with Doris & Don will be Tuesday, February 25th from 7:30-8:30 a.m. in the Human Resources Conference Room;
 - The events that Dr. Givens participated in recognizing the birthday of Dr. Martin Luther King, Jr.;
 - The February 13, 2014 KACCT/COP Conference in Topeka in conjunction with the Phi Theta Kappa Legislative Recognition Luncheon in which two KCKCC

students received recognition. Dr. Givens also reported that KBOR was working on a 14-18 month training guide for those who are interested in being a community college president;

- Dr. Givens' attendance at the special meeting of the COP (Council of Presidents) Monday, February 23rd regarding the legislature;
- The final draft of the KCKCC Organization Chart, distributed to each member of the BOT previous to Roll Call;
- The required wearing of photo I.D. badges by all KCKCC employees, effective February 1. Dr. Givens requested that each member of the BOT have their picture taken in the Police Office for an official ID.

Trustee Rios asked if, under the Director of College Relations report, the topic of press releases could be included as well as the number of releases. Dr. Givens said that will be included in the March BOT report. Trustee Maddox asked if there was a RFQ (request for qualification), to get bids for marketing. Jim Beechwood, Director of College Relations, reported he intended to put out an RFQ for agencies to respond and would make a presentation to the BOT in March.

Dr. Givens asked approval of her report. Trustee Rios motioned to approve the President's Report. Trustee Maddox seconded and the motion carried.

9. Chairman Ash asked for the **Vice President for Academic Affairs Report**.

- Vice President Vitale introduced Tony Tompkins, Athletic Director. Coach Tompkins reported on improvements the student athletes are making, academically. He said the overall GPA has improved since there is emphasis on academics...40% of student athletes' overall GPA is 3.0. He also said that all athletes are on grade check with their coaches. Trustee Rios asked about the overall grade point average for the track athletes. Coach Tompkins said they were taking more actions and that Coach Hobson has raised the standards for the track athletes. Trustee Flunder asked if Coach Hobson had an assistant to which Coach Tompkins replied, "Yes" and that all assistant coaches are part-time. Trustee Flunder also suggested the Athletic Dept. recruit surrounding high school bands to entertain at the different athletic events. She suggested that might increase attendance of high school students as well as surrounding community. Coach Tompkins reported that one of the new NCAA requirements for those student athletes who want to play in Division I is they must obtain their Associate degree and maintain a 2.5 GPA. Coach Tompkins said their goal is to raise the GPA of all student athletes. Coach Tompkins reported they had done random drug testing on 262 student athletes and that the cost for doing so is \$13,286 (approximately \$50.00/test). Trustee Rios asked if there was any

particular sport where drug use is more prevalent, to which Coach Tompkins replied that it is across the board. Coach Tompkins relayed that his goal is to have all coaches on a contract as it gives accountability. He reported that he meets with his coaches bi-weekly. Coach Tompkins also reported that the Athletic Dept. has a new website, www.bluedevils.kckcc.edu and they were working on new signage for the baseball field.

- Vice President Vitale introduced Dr. Brenda Kelly, Director of Developmental Education. Dr. Kelly gave an update of the Developmental Education program and the specifics of testing incoming students. Trustee Rios asked why so much weight is given to one entity for student placement. Trustee Rios felt more criteria needed to be used for student placement. Dr. Kelly said if a student doesn't do well on the tests, they have three more opportunities to improve their score(s).

Dr. Vitale said he and Dr. Ed Kremer met with representatives from Cerner regarding internships with their company. One of their requirements is for students to have a minimum of an Associate Degree, with preference for a Bachelors. The length of the internship program is 24 weeks. Dr. Vitale reported on the A-OK exemplary opportunity funding. The funding is for health and tech program students who need remediation for their GED. Dr. Vitale reported on attending the Technical Education Association meeting. Their report consisted of information on the 2015 Governor's Budget recommendations as well as tiered-education. Dr. Vitale reported on the classes offered by Metropolitan Community College in Environmental Health and Safety. He said there was discussion of KCKCC students taking the courses at MCCC, pertaining to that certification, but taking their regular "hybrid" classes on their home campus to gain credit. Trustee Maddox asked about the courses being offered by Linda Wyatt, in the Career Center, at the Bonner Springs Library and the Vaughn Trent Center. Trustee Maddox asked if these courses were being offered at any center in KCK's urban core. Dr. Jonathan Long said he would get the information to report back. Dr. Vitale asked approval for his report. Trustee Rios motioned to approve the report. Trustee Maddox seconded and the motion carried.

10. Chairman Ash asked for the **Vice President for Student and Administrative Services Report**. Brian Bode reported on the following:

Per Deryl Wynn, Brian Bode read the highlighted portions of Resolution 14-2-18 deemed necessary for a vote by the BOT and for public information, "*Authorizing the offering for sale of energy conservation lease purchase agreement certificates of participation, series 2014, of Kansas City Kansas Community College, Wyandotte County, Kansas, to finance energy conservation improvements.*" Trustee Rios motioned to approve Resolution 14-2-18, as read. Trustee Townsend seconded and the motion

carried. Mr. Bode reported on the issuance of checks to students on financial aid. Trustee Rios asked that the Director of the Bookstore, Mark Miller, make a report to the BOT regarding the refining and streamlining of payment to students for their books at the March Board meeting, Trustee Rios asked why there were 115 filled units, of 148 available, in student housing. Mr. Bode explained it was in reference to Athletic Director Tony Tompkins report, about drug testing, and that those students, with infractions, were asked to leave. He also said some students did not return due to the fact that the rules were being enforced. Trustee Rios made reference to the internship letters from Chevron and JE Dunn and Trustee Maddox asked what courses students would be required to take. Mr. Bode said Dean Kremer was working on the courses with Chevron but that it was a long process as it also needs approval from KBOR. Trustee Maddox wanted to make sure that it was “still on the table.” Mr. Bode asked approval of his report. Trustee Maddox motioned to approve his report. Trustee Townsend seconded and the motion carried.

11. Finance

- A. Brian Bode asked approval for **Payment of the Bills**. Trustee Rios said \$3 million was a typical amount of output for monthly bills and seemed to “be the trend.” Trustee Rios motioned to approve payment of the bills. Trustee Townsend seconded and the motion carried.
- B. Brian Bode asked approval of the **Financial Report**. Trustee Rios said the cumulative budget at 51% was a good place to be. He said the Instruction & Facility Support was a little over but, percentage wise, there “didn’t appear to be anything out of line.” Trustee Rios motioned to approve the Financial Report. Trustee Townsend seconded and the motion carried.
- C. Brian Bode asked approval of **Recommendations**, numbers 1-5 and #6 on the Amendment. Trustee Rios asked for an explanation of the gym floor bid under numbers #3 & 4. Mr. Bode said ProForma used dry foam to spray in the voids in the floor and, because of existing moisture under the floor; it was the best product without adding additional moisture. Trustee Rios motioned to approve Recommendations 1-5 and 6 on the Amendment. Trustee Townsend seconded and the motion carried.

12. **Director of Human Resources**. H.R. Director, Cheryl Coleman, drew attention to items 1-4 under Information and asked approval of items 1-14 under Recommendations. Trustee Maddox motioned to approve items 1-14, under Recommendations. Trustee Townsend seconded and the motion carried. Dr. Vitale asked approval for #15, Continuing Education & Community Service Contract Instructor Payments for January. Trustee Rios motioned to approve item #15. Trustee Breidenthal seconded and the motion carried.

13. Chairman Ash asked for **Committee Reports.** Trustee Flunder reported on the 2014 ACCT Legislative Summit, in Washington, DC, Feb. 9-12 and that she had spoken with Senator Moran regarding Perkins Grant Funding. Senator Moran told Trustee Flunder he would stay in touch with her regarding the funding. Chairman Ash reported that he, Trustee Flunder and Maddox also spoke with Congressman Yoder and staffers in Congresswoman Jenkins’ office and Senator Roberts’ office. Chairman Ash said the meetings were very productive and thought the Legislators understood community college funding and that it was most productive. Trustee Maddox reported on the meetings with several of the legislators and said it looked like reauthorization of funding for Workforce was finally going to happen this year. Trustee Breidenthal reported on the upcoming Endowment Gala fundraiser and will have more to report next month.
14. Chairman Ash asked for **Unfinished Business.** There being none, Chairman Ash moved to the next order of business.
15. Chairman Ash asked for a motion to **Adjourn.** Trustee Maddox motioned to adjourn. Trustee Townsend seconded and the motion carried.

The meeting of the BOT adjourned at 6:07 P.M.

ATTEST:

Chairman

Secretary