

**KANSAS CITY KANSAS COMMUNITY COLLEGE  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
JULY 16, 2013**

1. The meeting of the Board of Trustees was called to order at 3:30 p.m. by Vice-Chairman Wendell Maddox, in Chairman Don Ash's absence, who then asked everyone to stand for the Pledge of Allegiance.
2. Vice-Chairman Maddox asked for **Roll Call**. Roll Call indicated the following trustees present: Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, Wendell Maddox, J.D. Rios and Clyde Townsend. Chairman Ash was not present.
3. Vice-Chairman Maddox asked for **Approval of the Agenda**. Trustee Townsend moved to approve the Agenda. Trustee Breidenthal seconded and the motion carried. At this point, Trustee Rios made a motion to move Executive Session from **Miscellaneous (XV.)** to follow **Audience to Patrons and Petitioners (VII.)** Trustee Flunder seconded and the motion carried.
4. Dr. Givens took the gavel and announced this was the part of the meeting for **Reorganization of the Board of Trustees for the 2013-2014 year**. Dr. Givens asked for nominations for Chairman. Trustee Townsend made a motion to recommend Don Ash continue as Chairman of the BOT. Trustee Daniels seconded and the motion carried. Trustee Daniels said he thought the office of Chairman should be an office held for two-years. Dr. Givens asked for nominations for Vice-Chairman. Trustee Daniels made a motion to recommend Wendell Maddox continue as Vice-Chairman of the BOT. Trustee Townsend seconded and the motion carried. Vice-Chairman Maddox took the gavel and asked for nominations for Secretary. Trustee Daniels made a motion to recommend Dr. Doris Givens continue as Secretary. Trustee Flunder seconded and the motion carried. Vice-Chairman Maddox asked for nominations for Treasurer. Trustee Daniels made a motion to recommend Brian Bode continue as Treasurer. Trustee Flunder seconded and the motion carried.
5. Vice-Chairman Maddox asked for nominations for **Standing Board Committees** and asked approval for the current assignments for 2012-2013 to continue for the 2013-2014 year. Trustee Breidenthal made a motion to approve the current committee assignments for 2013-2014. Trustee Maddox seconded. Trustee Breidenthal asked to have the correct name listed as the "Advancement Council" in lieu of "Advocacy Council." Trustee Townsend made a friendly amendment to second the motion with the corrected name, Advancement Council. The motion carried. Vice-Chairman Maddox asked that the Representatives for **College Committees** remain the same for the 2013-2014 year. Trustee Townsend made a motion to approve the

current College Committees for the 2013-2014 year. Trustee Daniels seconded and the motion carried.

Vice-Chairman Maddox said the current ACCT/KACCT delegates are the following: ACCT – Mary Ann Flunder & Don Ash (Alt) / KACCT – Don Ash & Mary Flunder (Alt). He asked they remain the same for the 2013-2014 year. Trustee Townsend made a motion to approve the current representatives for the 2013-2014 year. Trustee Breidenthal seconded and the motion carried.

Vice-Chairman Maddox asked approval for the current **Bank Depositories** for the fiscal year 2013-2014. Trustee Rios made a motion to approve keeping the current bank depositories. Trustee Townsend seconded and the motion carried.

**KCKCC-Bank Depositories**

**Fiscal Year 2013-2014**

**Brotherhood Bank & Trust**

Board Scholarship  
Federal Programs  
Capital Outlay

**Commerce Bank**

Visa Card

**Higher One Bank**

Student Refunds

**Country Club Bank**

Adult & continuing Education  
Incidental Fund

**Security Bank of KC**

General Fund  
Health Care Account  
Health & Child Care Reimbursement Acct.  
Student Union Fund

**UMB Bank**

Payroll

**Liberty Bank**

General Fund CD

Vice-Chairman Maddox asked approval for the current **Newspaper**. Trustee Breidenthal made a motion to keep the current paper, the **Wyandotte Daily News**, as the official newspaper for posting meeting notifications. Trustee Townsend seconded and the motion carried. There followed a brief discussion as to posting in other newspapers. Mr.

Wynn suggested the definition of a newspaper be expanded, i.e. online newspaper. Vice-Chairman Maddox asked approval for the current **College Legal Counsel**, McAnany, Van Cleave & Phillips. Trustee Rios made a motion to keep the current College Legal Counsel. Trustee Townsend seconded and the motion carried.

Vice-Chairman Maddox asked for nominations for the **Freedom of Information Officer**, currently Dr. Sangki Min. Trustee Breidenthal made a motion to approve keeping Dr. Min as the Freedom of Information Officer. Trustee Townsend seconded and the motion carried.

6. Vice-Chairman Maddox asked **Approval of the Minutes of the June 27, 2013** Board of Trustees Special Meeting. Trustee Daniels moved to approve the June 27, 2013 minutes. Trustee Townsend seconded and the motion carried.  
Vice-Chairman Maddox asked **Approval of the Minutes of the July 2, 2013** Board of Trustees Special Meeting. Trustee Daniels made a motion to approve the July 2, 2013 minutes. Trustee Flunder seconded and the motion carried.
7. Vice-Chairman Maddox asked for **Audience to Patrons and Petitioners**: Being none he moved to the next order of business.  
\*\*\*At this point in the meeting, Vice-President Maddox moved to adjourn to Executive Session as was voted on immediately following approval of the Amendments. Legal Counsel suggested a total of 15 minutes for Executive Session for the following: (1) To discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed and, (2) For consultation with legal counsel on a matter protected by the attorney-client privilege. Executive Session began at 3:24 p.m. Members of the BOT returned from Executive Session at 3:47 p.m.
8. Vice-Chairman Maddox asked for **Communications**. Dr. Givens read three letters to the BOT:
  - (1) A letter detailing the financial, attendance and performance success of the, Ed Asner as FDR, production. This event raised more than \$34,000 and sold more than 1,200 tickets and benefitted United Way of Wyandotte County.
  - (2) A commendation letter written by Dr. Givens regarding a KCKCC-Leavenworth Campus faculty member, Mr. Ken Tauke, to Col. Sioban Ledwith at Fort Leavenworth.
  - (3) An Aging & Disability Dept. audit letter written to Brian Bode. “No action” required as the audit issue was resolved due to the diligence of Mr. Brian Bode and his department. Because of this, it saved the college a total of \$228,000.
9. Vice-Chairman Maddox asked for the **President’s Report**. Dr. Givens had the following in her report:
  - (1) Nominations are now closed for recommendations for the 18<sup>th</sup> Annual Hall of Fame Dinner Recognition Banquet, Saturday, November 2, 2013.
  - (2) Thomas R. Burke Tech Ed. Center ribbon cutting and grand opening, Monday, August 12, 2013 at 11:00 a.m.
  - (3) Dr. Givens introduced Dr. Michel Vitale, new Vice-President for Academic Affairs.
  - (4) Presentation of the 2012-2013 Annual Report Summary which is linked to the Strategic Plan through 2016. The Strategic Plan will be presented at the ACCT National Conference in Seattle, WA, October 2-5, 2013. The presenters will be Dr. Denise McDowell, Dr. Sangki Min, Karalin Alsdurf, Jessie Johnson, Cathy Breidenthal and Dr. Givens.

At this point, Dr. Given introduced Dr. McDowell who, in turn, introduced Dr. Min, Jessie Johnson, and Karalin Alsdurf. Dr. McDowell gave a brief overview of the Annual Summary Report and how it is linked to the Strategic Plan. After much discussion over subjects from the Strategic Plan, how it will impact student success, the budget, and the raising of the mil, Vice-President Maddox said he thought this was a “great plan!”

10. Vice-Chairman Maddox asked for the **Vice President for Academic Affairs Report**. Dr. Vitale gave a brief description of his first week as VP-AA and said his monthly reports would consist of information from each of the Deans and their Division. He had given a special call-out to the Academic Deans and the Departments for information regarding their involvement during the summer with the community, specifically K-12 students.

11. Vice-Chairman Maddox asked for the **Vice President for Student and Administrative Services Report**. Brian Bode reported on (1) Invitations going out for the Grand Opening of the new Dr. Thomas R. Burke Technical Education Center, Monday, August 12, 2013 at 11:00 a.m. Tours will be conducted from 11:30-1:00 p.m., (2) The Wyandotte County Back to School Fair, Saturday, August 3, 2013 from 9:00-1:00 p.m. at both Sumner Academy and Kansas City Kansas City Community College. Mr. Bode also reported on the upcoming MLS All-Star Game activities on Wednesday, July 31<sup>st</sup> at Sporting Park. KCKCC is one of several hosts for this event.

Mr. Bode asked approval of the chairman for publishing the 2013-2014 Budget. The public hearing for the Budget is scheduled for August 12<sup>th</sup> at 3:30 p.m. Trustee Daniels wanted to know if the vote included the staff adjustment and salary increase. Mr. Bode responded that it did. Trustee Townsend made a motion to approve publishing of the 2013-2014 Budget. Trustee Rios seconded and the motion carried. At this point, Vice-Chairman Maddox suggested a five-minute break at 5:06 p.m. The BOT meeting reconvened at 5:12 p.m. Vice-Chairman Maddox asked Dr. Denise McDowell to give an update of the New Student Orientation. Dr. McDowell introduced the committee responsible for the planning of the Orientation: Shawn Derritt, Carla Pestock, Ma’Rie Hinson and Sherry Neff. Ma’Rie Hinson announced the dates for upcoming New Student Orientations: July 25<sup>th</sup> - 9:00-1:30 p.m.; July 30<sup>th</sup> - 1:30-4:00 p.m.; November 13<sup>th</sup> - 9-1:30 p.m.; November 21<sup>st</sup> 1:30-4:00 p.m. All student orientations take place in the Upper Level Jewell. Trustee Rios asked about the content of the orientations. Mr. Bode responded the students were given a tour of the campus, information on their classes, financial aid and payments and guidance for student success are a sample of the items covered. According to Shawn Derritt, student orientation is currently not mandatory.

12. Vice-Chairman Maddox asked for the **Personnel Report**. In Dean Leota Marks’ absence, Brian Bode presented the Personnel Report. Mr. Bode asked acceptance of VII. A 1-3 and approval of VII. B 1-20.

Item #19 of the Personnel Report included the following:

**Request for New Positions:**

Assistant Athletic Trainer – Athletic Department

Theater Faculty  
Medical Assistant Faculty Member  
Dean of Student Services  
Internal Auditor  
Campus Police Officers, 2 new positions

**Request for Salary/Title Adjustments:**

Campus Police Officers	\$4K to base and to each officer (14)	
Director, Campus Police	Increased responsibility at TEC	\$5000
Assistant Director, Campus Police	Title change and increased responsibility	\$5000
Director, Buildings & Grounds	Increased responsibility at TEC	\$5000
Assistant Director, B&G	Increased responsibility at TEC	\$5000
Assistant AD, Communication	V. Stammersky, added responsibility for Website design and updates	\$5000
Assistant Director, Student Advising	-Tamara Miller title change only	

Trustee Rios made a motion to approve the Personnel Report. Trustee Townsend seconded and the motion carried.

**13. Finance**

- A. Brian Bode asked approval for **Payment of the Bills**. Trustee Rios made a motion to approve payment of the bills. Trustee Townsend seconded and the motion carried.
- B. Brian Bode asked approval of the **Financial Report**. Trustee Rios made a motion to approve the Financial Report. Trustee Breidenthal seconded and the motion carried.
- C. Mr. Bode asked approval for #s 1-5 under **Recommendations** and #s 6 and 7 on the Amendment to the Agenda. Trustee Rios made a motion to approve #s 1-5 and #s 6 & 7 on the Amendment to the Agenda. Trustee Townsend seconded and the motion carried.

14. Vice-Chairman Maddox asked for **Committee Reports**. There being none, he moved to the next order of business.

15. **\*Miscellaneous Business** was covered during Executive Session earlier in the meeting.\*

16. Vice-Chairman Maddox asked for **Unfinished Business**. There was brief information regarding the purchase of the iPads for members of the BOT for Board Meetings as well as the software program(s), Board Vantage [\$15,000.] and Board Pac [\$2700.]. The difference in price is \$12,300.00 with Board Vantage being the more expensive software.

17. Vice-Chairman Maddox asked for **Adjournment**. Trustee Townsend made a motion to adjourn. Trustee Breidenthal seconded and the motion carried.

The meeting of the BOT adjourned at 5:30 p.m.

ATTEST:

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Chairman

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Secretary