

**Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
August 13, 2013**

BUDGET HEARING MINUTES

1. The meeting of the Board of Trustees was called to order at 3:30 p.m. by Chairman Don Ash, who announced this was the annual KCKCC Budget Hearing.
 2. Chairman Ash asked for Audience to Patrons and Petitioners for anyone wishing to address the BOT regarding the Budget. Being no one to address the BOT, Chairman Ash asked for approval of the 2013-2014 Budget. Trustee Townsend made a motion to approve the budget. Trustee Rios seconded and the motion carried.
 3. Chairman Ash asked for a motion to adjourn the Budget Hearing. Trustee Maddox made a motion to adjourn. Trustee Daniels seconded and the motion carried.
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REGULAR MEETING MINUTES

1. 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 for **Approval of the Agenda**. Trustee Daniels made a motion to approve the Agenda. Trustee Breidenthal seconded and the motion carried.
4. Chairman Ash asked for **Approval of the Minutes** of the July 16, 2013 BOT meeting. Trustee Daniels made a motion to approve the minutes with following correction (1) **Section 4-** *Trustee Daniels made a motion to recommend Wendell Maddox continue as Chairman of the BOT. Needs to read – Trustee Daniels made a motion to recommend Wendell Maddox continue as Vice-Chairman of the BOT.* (2) Trustee Maddox asked that a correction be made to **Section 16-** *...the software program(s), Board Vantage and Board Pac. The difference in price is \$15,000 with Board Vantage being the more expensive software. Needs to read - ...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.*
5. Chairman Ash asked for **Audience to Patrons and Petitioners**: Being none he moved to the next order of business.

6. Chairman Ash asked for **Communications**. Dr. Givens reminded everyone of The Mid-America Education Hall of Fame recognition dinner, Saturday, November 2, 2013.
7. Chairman Ash asked for the **President's Report**. Dr. Givens reported on the following:
 - a. Opening of the Dr. Thomas R. Burke Technical Education Center, Monday, August 12, 2013. Dr. Givens thanked everyone for attending and commended those responsible for organizing an event for which all of the KCKCC community could be proud. Trustee Breidenthal expressed appreciation for Brian Bode conducting a tour, for the Advancement Council, the previous week of the Tech Ed. Center. Trustee Townsend expressed disappointment for the absence of the media.
 - b. Dr. Givens said due to the many recent events, and with instructors recently returning, the report on Mortuary Science from Wiley Wright will take place at the September BOT meeting.
 - c. Dr. Givens introduced the new Director of Internal Audit, Doug Welch. Mr. Welch presented a power point of what to expect during the different audits throughout the year. Trustee Daniels asked when he would make his report to the BOT with the response being it was up to Dr. Givens how and when the report would be presented. Trustee Rios reported the Finance Committee had met with Mr. Welch.
8. Chairman Ash asked for **Miscellaneous**. Trustee Breidenthal thanked Barbara Clark-Evans for her support and assistance of the AAUW and reported the Coalition would be meeting Thursday, August 29th from 9:00-10:30 a.m. in room 2325 with a presentation on *Women Gaining the Right to Vote*. Another activity, at the South Branch Library, will be the El Centro presentation on *Empowerment through Education*. This presentation will be held from 6-7:00 P.M. at the South Branch Library. At this point, Dr. Givens announced the BOT would go to Executive Session. Legal Counsel, Deryl Wynn, announced the session would be for a total of 10 minutes for consultation on a matter protected by the attorney-client privilege. Trustee Breidenthal made a motion to move to Executive Session. Trustee Daniels seconded and the motion carried. Executive Session began at 3:54 p.m. Members of the BOT returned from Executive Session at 4:08 p.m.
9. Chairman Ash asked for the **Personnel Report**. Dean Leota Marks asked acceptance of IX. A 1-8 and approval of IX. B 1-32. Trustee Rios made a motion to approve the Personnel Report. Trustee Townsend seconded and the motion carried.
10. Chairman Ash asked for the **Vice President for Academic Affairs Report**.
 - Dr. Vitale reported he had been establishing new contacts throughout the community since the last BOT meeting as well as visiting with the various Deans.
 - Dr. Vitale reported that John Stafford's Vocal Jazz Ensemble, The Standard, has been invited to perform at the Kansas Music Educators Association All-State Conference in March of 2014.

- Dr. Vitale introduced Stacy Tucker, Director of Phi Theta Kappa. Stacy introduced two honor students from PTK, Ryan Proctor and Adriana Rodriguez, who reported on their recent service activities: (1) took residents of Mosaic to the KC Zoo, (2) participated in Habitat for Humanity, (3) held a Jean Drive, (4) collected 88 boxes of books, (5) helped clean up Dawson’s Park in Wyandotte County, (6) helped with tornado relief in Moore, OK. The total of their service over the summer totaled over 400 hours.

Dr. Vitale asked approval of his report. Trustee Daniels made a motion to approve the VP for Academic Affairs’ Report. Trustee Maddox seconded and the motion carried.

11. Chairman Ash asked for the **Vice President for Student and Administrative Services Report**. Brian Bode reported a correction on the upcoming grand opening of the women’s and men’s soccer matches. Both games would be held on August 28th at 1:00 p.m. and 3:00 p.m. There was suggestion that the opening ceremony take place between games. Mr. Bode introduced Tony Tompkins, Athletic Director, to speak about the companies being considered for student drug testing. The two companies being considered are Drug Free Sport and US Health Works. Mr. Tompkins said student drug testing would be ongoing throughout the year and that the students were informed July 1st of the testing policy. The students will sign a consent form during physicals. Should a student refuse the drug test, he/she would be ineligible to participate. Testing will be completely random. Andrica Wilcoxon, of Outreach and Prevention, addressed the options should a student athlete test positive for drug use. Andrica announced the next Drug Buy-Back is scheduled for October 26, 2013. Trustee Rios asked if there would be staff development for coaches regarding the drug testing policy with the response that there would be. With regard to Andrica’s report, Brian Bode said 2200 students were given assistance at the recent Back to School Fair. Mr. Bode asked acceptance of his report. Trustee Townsend made a motion to approve the report. Trustee Breidenthal seconded and the motion carried.

12. Finance

- A. Brian Bode asked approval for **Payment of the Bills**. Trustee Townsend made a motion to approve payment of the bills. Trustee Maddox seconded and the motion carried.
- B. Brian Bode asked approval of the **Financial Report**. Trustee Rios said the college community should be commended that based on previous monthly reports, the college has stayed within budget. He said kilowatt hours are still going well. Trustee Breidenthal made a motion to approve the Financial Report. Trustee Townsend seconded and the motion carried.
- C. Mr. Bode asked approval for #s 1-6 under **Recommendations**. Trustee Rios said the Finance Committee had reviewed the report. Referring to #6 (Attachment A) Trustee Daniels asked legal counsel if they had reviewed the companies being considered for student drug testing and the one recommended. The recommendation is for Drug Free Sport. Though it is \$3,000 higher than US Health Works, Drug Free Sport is preferred for an education based program. Deryl Wynn said legal had reviewed and the company does comply with applicable law. Trustee Townsend made a motion to approve the Recommendations. Trustee Maddox seconded and the motion carried.

13. Chairman Ash asked for **Committee Reports.**

- Trustee Daniels reported there will be a Policy Committee meeting the week of August 19th with a report to follow at the September BOT meeting.
- Trustee Breidenthal reported the Advancement Council will now meet every other month. The first meeting will be in October.
- Chairman Ash reported the next KACCT meeting will take place September 13-14, 2013 at Cowley Community College. He, Trustee Flunder and Dr. Givens will be attending. He also reported on the recently appointed Regents as well as the retirement of Gayle Shaw, KACCT Executive Administrative Assistant.
- Trustee Daniels said there needs to be guidelines for how to measure student success.

14. Chairman Ash asked for **Unfinished Business.** Dean Baz Abouelenein was introduced and presented a report regarding the data management software for the BOT to use with their iPads. Board Effect, the program that will be downloaded on the iPads for BOT meetings, will cost \$9500.00 but the company will extend a 3 month trial usage at no additional cost. Chairman Ash called for a motion to accept Board Effect as the software program for the iPads. Trustee Maddox made a motion to accept Board Effect. Trustee Breidenthal seconded and the motion carried.

15. Chairman Ash asked for a motion to **Adjourn.** Trustee Townsend made a motion to adjourn. Trustee Breidenthal seconded and the motion carried.

The meeting of the BOT adjourned at 5:35 p.m.

ATTEST:

Chairman

Secretary