

## **Kansas City Kansas Community College Minutes of the Board of Trustees Meeting January 13, 2015**

1. **Call to Order:** Chairman Maddox called the meeting to order at 8:05 a.m. and asked Rosemary Lischka to lead everyone in the Pledge of Allegiance.
2. **Roll Call:** Indicated the following Trustees present: Ash, Breidenthal, Daniels, Flunder, Maddox, Rios and Townsend.
3. **Approval of the Agenda:** Chairman Maddox reported there would be a change in the order in which presentations would occur as well as a reading of the Proclamation from Governor Sam Brownback. Chairman Maddox also noted, regarding the amendment, that it isn't an Amendment to the Agenda but rather to the Vice President for Academic Affairs' report. Trustee Rios motioned to approve the Agenda as Amended to allow for the reading of a Proclamation, from Governor Brownback, and to change the order of the presentations in *Communications VI* to allow students, reporting on their Cuba Jazz trip, to present first and return to class.
4. **Approval of the Minutes:** Chairman Maddox asked approval of the Minutes of the December 9, 2014 Meeting. Trustee Townsend motioned to approve the Minutes. Trustee Breidenthal seconded and the motion carried.
5. **Audience to Patrons and Petitioners:** Respiratory Therapy student, Kara Garrouette, came to the podium to address members of the BOT. Ms. Garrouette praised the instructors, the staff and AAUW who had been instrumental in supporting her and encouraging her to stay in school and continue to get her degree. Chairman Maddox thanked Ms. Garrouette for speaking to the BOT and for her positive comments.
6. **Communications:**
  - Chairman Maddox read a proclamation, from Governor Samuel Brownback, proclaiming January 9<sup>th</sup> as National Law Enforcement Appreciation Day and Chairman Maddox thanked the KCKCC Campus Police Dept. for all that they do for the college;
  - Dr. Givens introduced Dr. Cherilee Walker to give an update on the Jazz Band Cuba trip. Dr. Walker introduced Jim Mair, who spoke of the amazing experience of being in Cuba as the President announced the opening of relations between the United States and Cuba. Mr. Mair introduced several members of the Jazz Band to give their impression of their experience at the Havana Jazz Festival. One of the students also commented that they were amazed to be in Cuba at the time that President Obama made his announcement. One of the students commented on meeting jazz students from other countries. Mr. Mair presented Dr. Givens with a framed poster from the

Havana Jazz Festival and thanked her, and members of the Board of Trustees, for helping make their trip possible.

- Dr. Givens introduced Jim Beechwood, College Relations Director, who in turn introduced the Angelo Trozzolo, of Trozzolo Communications. Mr. Trozzolo gave their findings and recommendations of their 100 day plan for marketing the college. During the presentation, it was reported that the marketing concept would be presented for review the early part of February and soon after be ready for radio, T.V. and internet exposure.

Due to the length of time for presentations, it was suggested the BOT recess to Executive Session and have the final presentations upon return.

7. **Miscellaneous:** Chairman Maddox inquired as to the length of time needed for Executive Session to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed as well as consultation on a matter protected by the attorney-client privilege. Mr. Wynn suggested a time of 20 minutes with a five- minute passing period. Trustee Townsend motioned to recess to Executive Session. Trustee Breidenthal seconded and the motion carried. Members of the BOT recessed at 9:06 A.M. At 9:40 A.M., members of the BOT returned to open session.

- Chairman Maddox introduced Erick Abernathy, Project Manager for the T4E Project. Mr. Abernathy gave an update, along with Dr. Gwen Martin, the third party evaluator and research assistant. Erick also introduced Ashley Irving, the T4E secretary. Trustee Rios asked about the sustainability for the grant with Erick’s response being that they were seeking new sources of funding. Chairman Maddox asked about any upcoming awards with Erick’s response that any awards have been previously given out and no further ones would be presented. Trustee Daniels asked what lessons have been learned from the grant. Erick responded that they are learning there are more jobs than students and that,” the outreach from employers has been phenomenal.”
- Chairman Maddox introduced Rosemary Lischka, Director of Continuing Ed. and Community Service. Ms. Lischka introduced Heather Mecham, full-time instructor in English in CEB. Ms. Mecham talked about the Adult Education Journal to which she has her students submit short stories and poetry. Ms. Mecham asked several of her students to come to the podium and present their work or talk about their experience as a student in the Adult Basic Education Program. Ms. Lischka discussed the A-OK program, Accelerating Opportunity in Kansas. Ms. Lischka talked about how the program has expanded over the past few years and how they have been able to accommodate students, who have not graduated from high school, so they can get the basic skills to further their education or obtain a job.

8. **President’s Report:** Dr. Givens asked for an update on the recent fire in the student apartments. Dr. Jon Long gave an update as to the number of students who had been displaced

and reported that they were able to find temporary housing for them until they can be moved back to their own apartments. Dr. Long reported that the Community Resource Center had donated food as well as clothing for the students and asked if anyone would like to contribute to please contact him or the Resource Center. Trustee Rios asked if protocol had been followed with regard to the reporting and follow-up of the fire. Chief Schneider assured that proper protocol had been followed as well as the debriefing with President Givens following the fire. Chairman Maddox asked approval of President Givens' report. Trustee Ash motioned to approve the report. Trustee Breidenthal seconded and the motion carried.

9. **Vice President for Academic Affairs and Student Services Report:** Dr. Michael Vitale referenced the Amendment to his report correcting the data on the average number of credit hours for the spring semester. Dr. Vitale said the trend needed to show the numbers as leveling off not declining in enrollment. Dr. Vitale asked approval for his report. Trustee Daniels motioned to approve Dr. Vitale's report. Trustee Rios seconded and the motion carried.

10. **Chief Financial Officer's Report.** Dr. Susan Lindahl thanked all those who worked for Building & Grounds for securing the building during the fire in the Student Apartments. Dr. Lindahl gave an update on the deconstruction/construction of the elevator in the Humanities Building. Dr. Lindahl reported on the progress of the budget and said there would be further refinement to the report at next month's Board of Trustees' meeting. Dr. Lindahl read the two resolutions regarding Liberty and Security Banks:

*Resolution #1: The Board of Trustees for Kansas City Kansas Community College hereby moves and approves the change of signors for the Certificate of Deposit at Liberty Bank to Dr. Doris Givens, President, Dr. Susan Lindahl, Chief Financial Officer, and Dr. Michael Vitale, Vice President for Academic Affairs.* Trustee Rios moved to approve Resolution # 1. Trustee Daniels seconded and the motion carried. *Resolution #2: The Board of Trustees for Kansas City Kansas Community College hereby moves and approves the change of signors for the flexible spending benefits account at Security Bank from UNUM to Dr. Doris Givens, President, Dr. Susan Lindahl, Chief Financial Officer, and Dr. Michael Vitale, Vice-President for Academic Affairs.* Trustee Rios moved to approve Resolution #2. Trustee Breidenthal seconded and the motion carried. Dr. Lindahl reported that with both Resolutions approved and signed, this completes the signature process.

## 11. Finance

A. Payment of the Bills: Dr. Lindahl asked approval for payment of the bills. Trustee Rios motioned to approve payment. Trustee Daniels seconded and the motion carried.

B. Financial Report: Dr. Lindahl asked approval for the financial report. Trustee Breidenthal motioned to approve the financial report. Trustee Rios seconded and the motion carried.

C. Recommendations: Dr. Lindahl asked approval for Recommendations 1-3 as part of the Finance report. Dr. Lindahl noted that Recommendation #2 would correct the issue that was presented, by former student Kim Wagner, during the Audience to Patrons and Petitioners portion of the December 9, 2014 Board of Trustees meeting. Trustee Ash motioned to approve Recommendations 1-3. Trustee Rios seconded and the motion carried.

12. **Director of Human Resources Report.** Dr. Lindahl brought attention to items 1 & 2 of the Separations Information and asked approval for items 3-21 under Recommendations. Trustee Rios motioned to approve items 3-21 of Recommendations on the Human Resources Report. Trustee Breidenthal seconded and the motion carried. Dr. Lindahl introduced Doug Welch as the new Controller, previously the Internal Auditor, and introduced Abigail Dillard as the interim Human Resources Director.

13. **Committee Reports.** Chairman Maddox asked for Committee Reports. Trustee Ash reported that he and Trustee Flunder will be attending the ACCT Legislative Summit in Washington, D.C. February 9-12, 2015. Due to their absence, during the time of the Phi Theta Kappa Recognition Luncheon in Topeka, February 12<sup>th</sup>, Trustee Ash requested participation from the other trustees. It was proposed and motioned by Trustee Rios that, due to two of the Board members traveling and needing to miss the February 10<sup>th</sup> BOT meeting, it be moved to the following Tuesday, February 17<sup>th</sup>. Trustee Daniels seconded and the motion carried. The February Board of Trustees meeting will be Tuesday, February 17, 2015 at 8:00 a.m. in Upper Jewell.

14. **Unfinished Business.** Chairman Maddox asked for a motion to approve the amended version of the Tobacco Free Campus Resolution, which now included the effective date of August 1, 2015. The Resolution was passed at the December 9, 2014 BOT Meeting. Trustee Breidenthal motioned to approve the amended version, including the effective date. Trustee Rios seconded and the motion carried.

15. **Motion for Adjournment.** Chairman Maddox asked for a motion to adjourn. Trustee Rios motioned to adjourn the BOT meeting. Trustee Breidenthal seconded and the motion carried.

**The meeting of the Board of Trustees adjourned at 11:16 A.M.**

ATTEST:

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Chairman

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Secretary