

Kansas City Kansas Community College Minutes of the Board of Trustees Meeting February 17, 2015

- I. **Call to Order:** Chairman Maddox called the meeting to order at 8:05 a.m. and asked Interim H.R. Director, Abbie Dillard, to lead everyone in the Pledge of Allegiance.
- II. **Roll Call:** Roll call indicated the following Trustees present: Ash, Breidenthal, Daniels, Maddox, Rios and Townsend. Trustee Flunder was unable to attend.
- III. **Approval of the Agenda:** Chairman Maddox asked approval of the Agenda. Trustee Townsend motioned to approve the Agenda. Trustee Breidenthal seconded and the motion carried.
- IV. **Approval of the Minutes:** Chairman Maddox asked approval of the Minutes of the January 13, 2015 BOT meeting. Trustee Breidenthal motioned to approve the Minutes. Trustee Townsend seconded and the motion carried.
- V. **Audience to Patrons and Petitioners:** As there was no one to address the Board, Chairman Maddox moved to the next order of business.
- VI. **Communications:** Chairman Maddox asked for Communications.
 - Chairman Maddox recognized the two Phi Theta Kappa students and called on Dr. Stacy Tucker to report on the Phi Theta Kappa Recognition Luncheon in Topeka, KS February 12th. The two KCKCC PTK students, who were recognized for their academic achievements and service, were Joseph Lutz and Leslie Monarres. Each briefly spoke about their background and their goals after graduation from KCKCC. Leslie Monarres said she was in pre-med and thanked everyone for their support. Joseph Lutz said he was interested in engineering. Chairman Maddox, who had also attended the Luncheon, spoke highly of the special event and thanked Dr. Tucker and both students.
 - Chairman Maddox read the Resolution approving the consumption of alcoholic liquor at the Mid-America Hall of Fame Reception at the Thomas R. Burke Technical Education Center, April 23, 2015. Chairman Maddox asked for a motion approving the Resolution. Trustee Ash moved to approve the Resolution but with amended correction that the Resolution was approval at the February 17, 2015 BOT meeting and not February 10, 2015, as indicated on the Resolution. Trustee Townsend seconded and the motion carried.

- Dr. Mike Vitale noted that Darren and/or Scott Elliott, along with members of the Speech and Debate Team, were to have given an update on their recent accomplishments; however, Dr. Vitale reported that due to illness, the report would take place at the March BOT meeting. Dr. Vitale also reminded everyone of the National Speech and Debate Competition that would take place on the KCKCC campus over Spring Break.

VII. **Miscellaneous:** Chairman Maddox asked for a motion to move into Executive Session, *to discuss elected and nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed; and for consultation on a matter protected by the attorney-client privilege.* Trustee Rios motioned to move to Executive Session. Trustee Breidenthal seconded and the motion carried. Attorney Wynn recommended a time of 25 minutes with a 5 minute transition period. Executive session began at 8:11 a.m. At 8:40 a.m., there was a motion for another ten minutes. Members of the Board of Trustees returned to open session at 8:53 a.m. Chairman Maddox reported that, due to the necessity of one of the Trustees to leave the meeting, the President’s Report would follow the Finance Report. Attorney Wynn noted there needed to be a motion amending the Agenda under action items. Trustee Townsend motioned to amend the Agenda. Trustee Rios seconded and the motion carried.

As part of his report, Dr. Vitale asked for a motion to approve the Special Course Fees for 2015-2016. Dr. Vitale recommended that the \$30.00 fee for web-enhanced online courses be removed. Dr. Vitale stated he felt it wasn’t appropriate to charge a \$30.00 fee for a web-enhanced course as the online courses now have a “course shell.” Trustee Rios asked if there would be a problem tabling the item until March 3rd with Dr. Vitale’s response, “It will make it tight for the Divisions.” Trustee Rios motioned to “table the item” to give the BOT time for further study. Trustee Townsend seconded. Roll Call indicated the motion carried.

VIII. **Chief Financial Officer’s Report.**

Dr. Susan Lindahl reported, in response to the positive comments about the charts in the Financial Report, that there would be more charts in the future and that it, “would become a standard.”

IX. **Finance**

A. Payment of the Bills: Dr. Lindahl asked approval of Payment of the Bills. Trustee Rios motioned approval. Trustee Breidenthal seconded and the motion carried.

B. Financial Report, including payment of the credit cards: Dr. Lindahl asked approval for the Financial Report. Trustee Daniels motioned to approve the Report. Trustee Rios seconded and the motion carried.

C. Recommendations: Dr. Lindahl asked approval for (1.) the mileage increase from 56 cents/mile to 57.5 cents/mile. Trustee Daniels motioned for approval. Trustee Breidenthal seconded and the motion carried. Dr. Lindahl asked approval for (2.) the final OpTerra payment of \$155,071.00. Trustee Rios motioned approval. Trustee Townsend seconded and the motion carried. Chairman Maddox asked approval for the Financial Report. Trustee Rios motioned to approve the report. Trustee Ash seconded and the motion carried.

X. **Director of Human Resources Report.** Dr. Lindahl called on Abbie Dillard, Interim Director of Human Resources. Ms. Dillard asked consideration of items 1 & 2 under Separations and approval of items 3-18 under Recommendations and Continuing Ed. Contract Payments. Trustee Rios motioned to approve the Human Resources Report. Trustee Townsend seconded and the motion carried. After approval, Ms. Dillard noted, and asked approval for, a correction to item #8 indicating Michael Smith's new position would not report to the VP for Academic & Student Services but to the Campus Chief of Police. Trustee Rios motioned to approve the correction. Trustee Daniels seconded and the motion carried. Ms. Dillard welcomed all new employees and especially welcomed Mr. Deryl Wynn (item #11) as the full-time Compliance Officer, effective, March 2nd.

XI. **President's Report:**

- Dr. Givens announced the Open House for Workforce, Career and Entrepreneurship today, February 17th from 11:00-1:00 p.m. in room 3397.
- Dr. Givens announced the receipt of a check, from Verizon in the amount \$25,000, for the Saturday Academy and Dr. Ed Kremer.
- Dr. Givens introduced Dr. Denise McDowell and Dr. Sangki Min for their update on the Strategic Plan. Dr. McDowell reported that the updated information would be available to members of the Board of Trustees in the Resource Library on their iPad as well as on the college website. Dr. Daniels asked about mandatory advising and if there was specific staff who would be working with students in that capacity. Dr. McDowell responded that there were, especially on the main campus and Leavenworth.
- Dr. Givens announced that, effective today, Human Resources would be announcing all new hires for the month and any official changes, as long as it didn't include confidential information.
- Dr. Givens reported on the recent Institutional Innovation Proposals and announced the top five, in no particular order:
 - (1) A unique process for recruiting high school student from KCK, Leavenworth, Lansing, Piper, Bonner springs and Turner School Districts with 2.5 and below GPA's (Dr. Michael Burns, Director, Academic Resource Center).

- (2) Having one person maintain and keep all events taking place at the college on a Master Calendar (Dawanna Fangohr, Administrative Assistant, Endowment Assoc.).
- (3) Create a Leadership Development Program (Barbara Clark-Evans, Director Intercultural Center).
- (4) Renovate, refurbish, repair, update, and eliminate safety hazards on the women's softball field (bringing it up to regulation standards). Install parking area near field and add a concrete sidewalk connecting State Ave. to Delaware (Kacy Tillery, Women's Softball Coach, Tony Tompkins, Director of Athletics, Philip Cuppy, Professor, Computer Information Technology).
- (5) Allocate a small percentage of strategic parking spaces, at locations on KCKCC's campus, to faculty and staff as an opportunity to reserve a parking space through a tax-exempt payroll deduction/month. Monies would go toward student scholarships (Kristen Ball, Business-Accounting Instructor).

The remaining five proposals in the top ten were:

- (6) Improve the internal and external signage at the college, beautify the grounds, place banners on light posts, change photographs on the Home Page daily and/or weekly (Patrick McCartney, Executive Director-Endowment Association and Jim Mair, Associate Professor of Music).
- (7) Purchase Robotel, Inc. Language Software to create a Digital Language Laboratory (Elsje Smit, ESOL Instructor).
- (8) Establish a Physical Therapy Community Clinic, additional Simulation Labs and create a Medical Assistant Program office (Lori Slettehaugh, Adjunct Instructor/Nursing, Dr. Shirley Wendel, former Dean Nursing & Allied Health, Timothy Doerr, Certified Medical Assistant Program Faculty).
- (9) Electronic submission of items to be copied to the Print Shop. Review free printing for students in Campus Labs (Dr. Jelena Ozegovic, Assistant Professor of Psychology, AHSS).
- (10) Create a KCKCC Call Center (Dr. Denise McDowell, Dean of Enrollment Management and Registrar). Chairman Maddox asked approval of the President's report. Trustee Breidenthal motioned to approve the report. Trustee Rios seconded and the motion carried.

XII. Vice President for Academic Affairs and Student Services Report:

- Dr. Vitale brought to attention the brochure that each member of the Board of Trustees received, the Foresight 2020 Report. Dr. Vitale explained that this is the adoption of the Kansas Board of Regent's first strategic plan, reporting trends in higher education.
- Dr. Vitale reported on the Phi Theta Kappa brochure listing all KCKCC students in the national report.
- Dr. Daniels stated how much he appreciated the Academic Athletic Success Night, recognizing those student athletes who have achieved a grade point average of 3.0 or

above during the Fall Semester, and thanked Athletic Director, Tony Tompkins, for encouraging academic success. Dr. Vitale asked for approval of his report. Trustee Rios motioned approval of the report. Trustee Breidenthal seconded and the motion carried.

- XIII. **Committee Reports.** Trustee Don Ash reported on the recent ACCT Legislative Summit which he and Trustee Flunder attended in Washington D.C., February 9-12, 2015. Trustee Ash reported that all the sessions were good and productive and that one of the highlights was meeting civil rights leader and the U.S. House of Representative, John Lewis. Trustee Ash reported that JCCC Trustee, Jerry Cook, was running for national office and was encouraging his support.
- XIV. **Unfinished Business.** Chairman Maddox asked approval for the Wyandotte Unified Government 2015-2017 NRA KCKCC Inter-local Agreement. Trustee Rios motioned to approve the Agreement. Trustee Breidenthal seconded and the motion carried.
- XV. **Motion for Adjournment.** Chairman Maddox called for adjournment. Trustee Rios motioned to adjourn. Trustee Breidenthal seconded and the motion carried.

The meeting of the Board of Trustees adjourned at 9:45 A.M.

ATTEST:

Chairman

Secretary