

Kansas City Kansas Community College Minutes of the Board of Trustees Meeting April 14, 2015

- I. **Call to Order:** The meeting of the Board of Trustees was called to order at 8:09 a.m. by Chairman Maddox. Chairman Maddox asked Mr. Doug Welch to lead everyone in the Pledge of Allegiance.

- II. **Roll Call:** Roll Call indicated the following Trustees present: Ash, Daniels, Maddox, Rios, and Townsend. Trustees Breidenthal and Flunder were not able to attend.

**Before proceeding further in the meeting, Chairman Maddox asked KCKCC College Attorney, Mr. Deryl Wynn, to perform the swearing in of re-elected Trustees Don Ash, Ray Daniels, and Clyde Townsend. Trustee Mary Ann Flunder had been previously sworn in.*

- III. **Approval of the Agenda:** Chairman Maddox asked for a motion to approve the Agenda. Trustee Townsend motioned to approve the Agenda. Trustee Rios seconded and the **motion carried.**

- IV. **Approval of the Minutes:** Chairman Maddox asked for a motion to approve the Minutes of the March 10, 2015 Board of Trustees Meeting. Trustee Rios motioned to approve the Minutes. Trustee Townsend seconded and the **motion carried.**

- V. **Audience to Patrons and Petitioners:** Chairman Maddox asked for Audience to Patrons and Petitioners:
 - (1) Mr. Richard Mabion, of Wyandotte County, came forward to give information about the Freedom Fund Banquet. Mr. Mabion was seeking financial support from KCKCC to help offset the expense of a gala celebration for the benefit of NAACP, The Freedom Fund Banquet and to bring Sarah Washington O’Neal Rush, the great granddaughter of Booker T. Washington to the event as the speaker. The event will take place at the recently renovated YMCA.
 - (2) Mr. Kelly Newton, Head Men’s Basketball Coach at KCKCC, wanted to make everyone aware of the Saturday, April 25th event, “Every Kid Matters.” This is a combination program featuring speakers about cyber bullying, teen violence, peer pressure, racism as well as entertainment. The program runs from 3:00-9:00 p.m.in the KCKCC Field House and is a fund-raiser for the KCKCC Men’s Basketball Program.
 - (3) Mr. Murray Anderson, of Wyandotte County and president of Taylor Made Vision is requesting that the KCKCC Workforce-Entrepreneurship expand its Division to

include an auxiliary campus in the 66101 zip code. Mr. Anderson asked if it be possible to be included on the agenda for a future Board of Trustees meeting.

- (4) Mr. Tyler Rowe, of Wyandotte County and the KCKCC student body president, was speaking on behalf of the Student Senate president to bring awareness to the upcoming April 22nd Student Senate meeting, the Poetry Slam on April 24th, Student Senate elections, April 21-22, and the End-of-Year Base, May 1st.

VI. **Communications:** Chairman Maddox introduced:

(1) Darren Elliott for the first presentation under Communications. Mr. Elliott introduced members of the Speech/Debate Team and spoke of their recent accomplishments and awards. The Speech/Debate Team recently won the 2015 National Parliamentary Debate Association National Tournament, which was held on the KCKCC campus. Out of 53 schools and 150 teams, KCKCC was one of only six community colleges. Mr. Elliott pointed out that Debate members Matt Casas and Anthony Joseph were the first team, from a community college, to make it to the final round of the NPDA National Tournament and, in fact, they won in a 5-4 decision against Southern Illinois University. Reporting on many of the successful debates in which the team has participated, Mr. Elliott thanked Dr. Givens, members of the BOT, Dr. Cherilee Walker, and many other KCKCC employees who assisted and supported the Debate Team as well as for sponsoring the National Parliamentary Debate Tournament.

(2) Chairman Maddox introduced Dr. Ewa Unoke, Associate Professor of Political Science. Dr. Unoke brought several of his students who traveled with him to New York to visit the United Nations. One of those students, Bernardette Vallejos, secretary for the campus Ralph Bunche Society, gave a report on the Ralph Bunche Society and the group's visit to New York and the United Nations. The other students who spoke about their experience were Flora Nyakatura, Sharita Hayward, Ayongwi Tazuh, and Mika McIntosh.

(3) Chairman Maddox introduced Mr. Bill Sixta, from OpTerra. Mr. Sixta introduced two KCKCC students, Colin Ford and Diego Hernandez, who had interned as part of the Chevron Internship Program. Both students spoke about their experience being part of the program. Mr. Sixta announced that Colin Ford has been offered a full-time position with OpTerra upon graduation. Trustee Daniels asked whether any female applicants had applied or been considered for an internship. Mr. Sixta replied they had not but hoped that in the future they would have female applicants apply for an internship.

(4) Chairman Maddox read the Alcoholic Liquor Resolution allowing alcohol to be served at the April 23rd 2015 Vocal Jazz Cabaret Fundraiser in Upper Level Jewell. Trustee Rios motioned to approve the Resolution. Trustee Townsend seconded and the **motion carried.**

RESOLUTION

A RESOLUTION REGARDING THE CONSUMPTION OF ALCOHOLIC LIQUOR IN ACCORDANCE WITH K. S. A. 41-719

(i)

WHEREAS, Kansas Statutes Annotated 41-719 (c) prohibits the consumption of alcoholic liquor on public property except where expressly permitted by law; and

WHEREAS, The Kansas City Kansas Community College (KCKCC) is authorized under Kansas law to exempt from the provisions of K. S. A. 41-719 (c) specified property which is under the control of the KCKCC Board of Trustees and which is not used for classroom instruction.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF KCKCC:

Section 1: KCKCC hereby exempts for Thursday, April 23, 2015 from 6-8:15 p.m., Upper Level Jewell from the requirement of K. S. A. 41-719 (c).

Section 2: This exemption is granted in connection with the holding of the 2015 Vocal Jazz Cabaret Fundraiser for the KCKCC Music Club.

PASSED AND APPROVED by the Board of KCKCC in a meeting held on April 14, 2015.

BOARD OF TRUSTEES
KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature _____
Board Chairman
Print Name: Wendell Maddox

ATTEST: _____
Secretary
Print Name: Dr. Doris Givens

(5) Dr. Givens read a letter from Dr. Andy Tompkins, announcing his upcoming retirement from the Kansas Board of Regents as the President and CEO. Dr. Tompkins will retire the end of June, 2015.

VII. **Miscellaneous:** Chairman Maddox asked for a motion to move to Executive Session to discuss non-elected personnel matters to protect the privacy interests of the individual(s) to be discussed and for consultation on a matter protected by attorney-client privilege. Mr. Deryl Wynn, College Legal Counsel, suggested a time of 30 minutes with a 5 minute transition period. Trustee Ash motioned to move to Executive Session. Trustee Townsend seconded and the **motion carried.** Executive Session began at 9:17 a.m. Members of the BOT returned to open session at 10:00 a.m. Chairman Maddox introduced a series of commercials that have been produced by 38 The Spot, to promote KCKCC.

VIII. **President’s Report:** Dr. Givens reported on the following:
(1) Removal of the old fence, backing up to the subdivision and apartments to the east of campus, and overgrown brush and installation of a new fence that will take its place. Dr. Givens reported that KCKCC partnered with the KCK Police Dept. and the Wyandotte County UG;
(2) Upcoming KCKCC Night and welcome by Dr. Givens at the T-Bones ballpark;
(3) The three KCKCC commercials produced and broadcast on 38 The Spot T.V.;

- (4) Dr. Givens, Dr. Susan Lindahl, Dr. Mike Vitale, Dr. Baz Abouelenein, and Dr. Sangki Min’s participation in the HLC, Higher Learning Commission Conference in Chicago, IL March 17-21, 2015;
 - (5) Dates to be considered for the Board of Trustees’ Budget meeting;
 - (6) Dr. Givens trip to San Antonio, TX for the AACC Conference, April 18-21, 2015.
- Chairman Maddox asked for a motion to approve the President’s Report. Trustee Rios motioned to approve the report. Trustee Daniels seconded and the **motion carried.**

IX. Vice President for Academic Affairs and Student Services Report: Dr. Vitale reported on the following:

- (1) Dr. Vitale reported that the members of the BOT approved the \$30.00 TEC fee for students effective with the fall, 2015 enrollment. Dr. Vitale asked that a motion be made to rescind the \$30.00 TEC fee, which had been approved by the BOT at the March 10th meeting, and vote on a \$7.00/credit hour fee. Trustee Rios motioned to approve rescinding the \$30.00 TEC fee. Trustee Townsend seconded and the **motion carried.** Trustee Rios motioned to approve the Technology Fee to \$7.00/credit hour fee. Trustee Townsend seconded and the **motion carried.**
- (2) Dr. Vitale asked approval for a one semester sabbatical for Dr. Ewa Unoke, Associate Professor of Political Science, Enis Alpakin, Math Professor, and Lakshmy Sivaratnam, Associate Professor of Accounting. Dr. Vitale said the one semester absence would not impact their respective divisions or the college. Trustee Rios reminded about the cost to the college and questioned having three instructors on sabbatical at the same time. Dr. Vitale said they would receive their full salary while on sabbatical and said they certainly have the right to make the request to the BOT. Trustee Rios asked that they might “table” the decision to give the BOT time for research and to be able to make a competent and cognizant decision during this time when colleges are in financial difficulties as well as taking into consideration the number of retirees at the end of the school semester. Chairman Maddox asked if, by tabling the decision now, it would interrupt their studies and asked if the financial impact was understood. Dr. Vitale stated that if they were required to wait until spring semester, there would not be a substantial impact on the instructors’ studies. Trustee Rios motioned to table the Sabbatical recommendation for further study as well as the financial consideration, until the May Board of Trustees meeting. Trustee Townsend seconded and the **motion carried.** Chairman Maddox asked for a motion to approve the VP-AA’s report. Trustee Rios motioned to approve the report. Trustee Daniels seconded and the **motion carried.**

- X. Chief Financial Officer’s Report.** Dr. Susan Lindahl introduced Marie Branstetter, Director of Financial Records, who reported on the update for Cash Handling Procedures for all cashiers and their supervisors. Trustee Rios commended Ms. Branstetter and said he appreciated her, and the Business Office staff and leadership, for the financial reports and diligence to the Finance Committee and Board of Trustees each month. Dr. Lindahl reported that there was a new report included with the April Financials, given to each Board Member prior to the meeting, the CFI - Calculation of the Composite Financial Index. Dr. Lindahl reported that HLC, the Higher Learning Commission, collects data and determines whether an institution is “Above the Zone” or “Below the Zone” based on their

financial stability. KCKCC has a rating of 2.61, indicating that KCKCC is in good standing, *in the zone*. Dr. Lindahl reported that HLC will review the data for KCKCC during their review November 9, 10, and 11. Trustee Daniels asked Dr. Lindahl if there was any area in which the BOT should be made aware or in which she had concern. Dr. Lindahl replied, “We need to increase enrollment.” Trustee Rios reported that the state may require post-secondary education institutions give back a second allotment of funds in the spring. Chairman Maddox asked approval for Dr. Lindahl’s report. Trustee Rios motioned to approve the Chief Financial Officer’s Report. Trustee Daniels seconded and the **motion carried**.

XI. **Finance** – Dr. Lindahl asked approval for the following:

A. Payment of the Bills: Trustee Rios brought to everyone’s attention the number of refunds to students from their financial aid and college expenses. Trustee Rios motioned to approve payment of the bills. Trustee Townsend seconded and the **motion carried**.

XII. B. Financial Report: A motion to approve the Financial Report was recorded immediately following Dr. Lindahl’s report.

C. Recommendations: Dr. Lindahl asked approval for Recommendation items #1-3. Trustee Daniels motioned to approve items #1-3. Trustee Rios seconded and the **motion carried**.

Dr. Lindahl asked approval to increase tuition to \$8.00/credit hour for in-state and metro students and \$24.00/credit hour for out-of-state students, effective fall semester, 2015. Trustee Rios reported that Finance Committee carefully considered raising the tuition, considering the education cuts at the state level. Trustee Rios motioned to approve the tuition increase. Trustee Townsend seconded and the **motion carried**. Trustee Daniels commented that the tuition increase was difficult but that the legislature was forcing the increase at the state level.

XIII. **Director of Human Resources Report.** In Interim H.R. Director, Abbie Dillard’s absence, Dr. Susan Lindahl asked approval for items #1-24 as well as the Continuing Ed. payments. Trustee Ash motioned to approve the H.R. Separations and Recommendations #1-24 and the Continuing Ed. payments. Trustee Rios seconded and the **motion carried**.

SEPARATIONS INFORMATION

	ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE
1.	Retirement	Bach, Michelle	Professor/Math	Math/Science/Technology/Business	VP for Academic & Student Affairs	06/30/2015
2.	Resignation	Bradford, Charles	Technical Assistant/Bookstore	Campus Bookstore	VP for Academic & Student Affairs	04/03/2015
3.	Early Retirement	Brown, Marshall	Custodian	Buildings & Grounds	Chief Financial Officer	06/30/2015

4.	Early Retirement	Cooper, Kathrine	Professional Assistant/Library	Institutional Services	VP for Academic & Student Affairs	06/30/2015
5.	Resignation	Crane-Smith, Jeanne	PT Adult Education Instructor	Math/Science/Technology/Business	VP for Academic & Student Affairs	05/27/2015
6.	Retirement	Davidson, Robert	Adult Education Instructor	Math/Science/Technology/Business	VP for Academic & Student Affairs	05/27/2015
7.	Resignation	Dawn, Kathryn	Switchboard Operator	Information Services	President	03/05/2015
8.	Early Retirement	Gammon, Richard	Professor/Computer Science	Math/Science/Technology/Business	VP for Academic & Student Affairs	06/30/2015
9.	Early Retirement	Grunke, Mary	Assistant Director of Institutional Research	Institutional Services	VP for Academic & Student Affairs	06/30/2015
10.	Early Retirement	Hill, Michael	Asst. Electrician	Buildings & Grounds	Chief Financial Officer	06/30/2015
11.	Early Retirement	Kimbrough, Michael	Director of Media Services	Information Services	President	06/30/2015
12.	Early Retirement	McDowell, Denise	Dean of Enrollment Management/Registrar	Enrollment Management/Registrar	VP for Academic & Student Affairs	06/30/2015
13.	Retirement	Morris, Judith	Assistant Professor/Nursing	Nursing & Allied Health	VP for Academic & Student Affairs	07/01/2015
14.	Early Retirement	Pacheco, Daniel	Professor of Business	Math/Science/Technology/Business	VP for Academic & Student Affairs	06/30/2015
15.	Resignation	Perez-Estrada, Alejandra	Academic Advisor	Student Advising Center	VP for Academic & Student Affairs	03/20/2015
16.	Retirement	Postlewait, Cheryl	Director of the Library	Institutional Services	VP for Academic & Student Affairs	06/30/2015
17.	Early Retirement	Robinson, Rosalee	Administrative Assistant/Business	Math/Science/Technology/Business	VP for Academic & Student Affairs	06/30/2015
18.	Early Retirement	Sambol, John	Maintenance Worker	Buildings & Grounds	VP for Academic & Student Affairs	06/30/2015
19.	Early Retirement	Tung, Chan	Associate Professor/Computer Information	Math/Science/Technology/Business	VP for Academic & Student Affairs	06/30/2015
20.	Resignation	Williamson, Ashley	Adult Education Instructor	Math/Science/Technology/Business	VP for Academic & Student Affairs	06/18/2015

RECOMMENDATIONS/APPROVALS

	ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE	RATE OF PAY
21.	New Employee	Ball, Timothy	Substitute Adjunct Instructor/Culinary Arts	TEC	VP for Academic & Student Affairs	03/09/2015	\$38.79/hr.
22.	New Employee	Egnatic, Megan	Technical Assistant/Financial Aid	Financial Aid	VP for Student & Academic Affairs	04/16/2015	\$25,113.49/yr.
23.	New Employee	Jacques, Dennis	Auto Collision Lab Assistant	TEC	VP for Student & Academic Affairs	04/16/2015	\$21.85/hr.
24.	New Employee	Jumper, Linda	PT Technical Assistant/TEC	TEC	VP for Academic & Student Affairs	04/20/2015	\$11.18/hr.

Continuing Education & Community Service: CONTRACT INSTRUCTOR PAYMENTS
March 3, 2015 – April 8, 2015

RFP Date	INSTRUCTOR	CLASS	START/END DATE	CONTRACT PAYMENT
03/09/15	Sue Marler	Intro to Microsoft Word	03/06/2015	45.00
03/11/15	Shari Augustine	Line Dancing & Ballroom Dancing	02/03/15-03/10/15	1060.50
03/17/15	James Hathaway	Defensive Driving Processed through Payroll	03/14/15	100.00
03/24/15	Dale Shaw	Rider Coach Prep	03/16/15-03/22/15	1800.00
03/24/15	Robert Parkison	Rider Coach Prep	03/16/15-03/22/15	1200.00
03/30/15	James Hathaway	Driver's Education Processed through Payroll	02/10/15-03/12/15	4500.00
04/01/15	Mary Mair	Consultation Fee-Community Education Processed through Payroll	March 2015	200.00

XIV. **Committee Reports.** Chairman Maddox asked for Committee Reports. Trustee Rios reported that the college was saving energy, and it was the third consecutive month; however, it is the largest charge per kilowatt usage. Trustee Rios recommended diligence on everyone's part in energy conservation, i.e. lights out when not in use and careful use of water.

XV. **Unfinished Business.** Under unfinished business, Trustee Ash announced the Job Fair, Wednesday, April 15th from 10:00-2:00 P.M. in the KCKCC Field House. Chairman Maddox asked Media Director, Michael Kimbrough, to stand and be recognized for his many years of service at KCKCC and the exceptional job he has done both in service to the college as well as the production of the Board of Trustees meeting! Mr. Kimbrough will be retiring the end of June, 2015, after 33 years at KCKCC!

XVI. **Motion for Adjournment.** Chairman Maddox called for a motion to adjourn. Trustee Breidenthal motioned to adjourn. Trustee Rios seconded and the **motion carried.**

The meeting of the Board of Trustees adjourned at 10:36 A.M.

ATTEST:

Chairman

Secretary