

Kansas City Kansas Community College Minutes of the Board of Trustees Meeting May 12, 2015

- 1) **Call to Order:** The meeting of the Board of Trustees was called to order at 8:03 A.M. Chairman Maddox asked Abbie Dillard to lead everyone in the Pledge of Allegiance.
- 2) **Roll Call:** Roll call indicated the following Trustees present: Trustees Ash, Breidenthal, Daniels, Maddox, Rios and Townsend. Trustee Flunder was unable to attend.
- 3) **Approval of the Agenda:** Chairman Maddox asked approval of the Agenda including the following Amendments: #4 *Inserting the Minutes of the Special Meeting of the BOT, 4/20/15*; #10 *Under the Chief Financial Officer's Report-First Read of the 2015-2016 Budget*; #11 *Corrected Treasurer's Report*; #12 *Human Resources- deleting numbers 9 & 10*. Trustee Rios motioned and Trustee Townsend seconded to approve the Agenda including the Amendments and the motion carried.
- 4) **Approval of the Minutes:** Chairman Maddox asked for a motion to approve:
 - Minutes of the April 14, 2015 BOT meeting Trustee Rios motioned. Trustee Breidenthal seconded and the motion carried
 - Minutes of the April 20, 2015 Special BOT meeting. Trustee Rios motioned. Trustee Townsend seconded and the motion carried.
 - Minutes of the May 5, 2015 Special BOT meeting. Trustee Rios motioned. Trustee Breidenthal seconded and the motion carried.
- 5) **Audience to Patrons and Petitioners:** The following came forward to present to the BOT:
 - Dr. Evelyn Hill, President of KCK Public School District # 500, Board of Education, President. Wanted to thank members of the BOT and KCKCC for a great job as well as the partnership between KCKCC and USD 500.
 - Mr. Bob Clemmons, with Gallagher Benefits along with Mr. Scott Cowley also with Gallagher Benefits, spoke of their concern that a contract was not extended to continue their health benefit services for 2015-2016. Mr. Clemmons wondered if the new company, being considered, needed Board approval. Trustee Daniels conveyed that it would be voted on and approved at the June Board of Trustees Meeting.
 - Mr. Roger Suggs, Director of FBOE, spoke of the benefits for students, and non-students alike, of becoming a member of FBOE. Several of the members came to the podium to speak of their positive experiences upon joining: Tevin Johnson, Isaac Young, Carolyn Marks, Michael Agee-Bey, Micah Johnson, Erika Goodwin and Ralashell Hubbard.

- Nashon Thomas, Student Senate President, addressed the BOT and wanted to extend an open invitation, to Student Senate meetings, for all members of the BOT. Nashon also wanted to voice concern over policies that are passed by the BOT and, may involve students but without any members of Student Senate present.

6) **Communications:**

- Chairman Maddox invited Coach Kacy Tillery to come to the podium and introduce several of her softball players. Coach Tillery introduced three of her players who made the Academic Honor Roll for the spring semester. Two of her players, Sheyenne Espy and Kelly McKay are also members of Phi Kappa Theta and another, Laura VanDerHeiden, is an All American Athlete.
- Head Golf Coach, Gary Shrader, came to the podium and introduced his golf athletes as well as his assistant coach, Alex Otting. Coach Shrader reported that this year's golf team has the highest GPA of any of the previous golf teams. Coach Shrader also reported that the team will be competing in the NJCAA National Division II Golf Tournament in Alabama, May 19-23, 2015. The golf team is comprised of Alex Forristal, Steve Sites, Montana Fasching, Charlie Rinehart, and Marc McClain.
- Chairman Maddox invited Dr. Ed Kremer to come to the podium. Dr. Kremer gave a brief report on his Saturday Academy and said this is the fifteenth year that the Saturday Academy had been inducted into the Mid-America Hall of Fame. Dr. Kremer reported that over 1500 students have been involved with the Academy. Dr. Kremer introduced two of his Saturday Academy students, Caleb Brown from Sumner Academy and Tyrone Bates from Arrowhead Middle School. The students gave a presentation on the risks of smoking e-cigarettes and the dangerous impact of media on young people.
- Chairman Maddox asked approval for Alcoholic Liquor Resolution in Accordance with K.S.A. 41-719(i), exempting Saturday, June 13, 2015, the lobby area of the Performing Arts Center from the requirement of K.S.A. 41-719© in connection with TEDx Wyadotte performance event, "Breaking Through." Trustee Breidenthal motioned. Trustee Townsend seconded and the motion carried.

- 7) **Miscellaneous:** Chairman Maddox called for a motion to move to Executive Session for the purpose of, (1) discussion of non-elected personnel matters to protect the privacy interests of the individual(s) to be discussed; and (2) for consultation on a matter protected by the attorney-client privilege. President Givens suggested a time of one hour. Trustee Townsend motioned. Trustee Breidenthal seconded and the motion carried. Executive Session began at 9:06 a.m. At 10:24 a.m., Chairman Maddox asked for a motion to return to open meeting. Trustee Townsend motioned. Trustee Breidenthal seconded and the motion carried.

- 8) **President's Report:** Dr. Givens reported on the following:

- The presentation of a grant to Dr. Ed Kremer, for the benefit of the Saturday Academy, in the amount of \$5,000.00 from Greater Kansas City Community Foundation, DST Systems, Inc.
- Asked Marisa Gray, Director of Workforce Development, to stand as Dr. Givens read the letter from General Motors declaring KCKCC as the preferred educational trainer for GM in Kansas City. Dr. Givens brought to everyone’s attention the contract for training classes with UAW-GM Joint Learning Center for 2015 in the amount of \$36,000.00.
- Announced the next KACCT/COP Quarterly Meeting at Barton Community College, June 12-13, 2015 and that Trustee Don Ash will be presenting a video showcasing KCKCC.

Chairman Maddox asked for a motion to approve the President’s Report. Trustee Rios motioned. Trustee Breidenthal seconded and the motion carried.

9) **Vice President for Academic Affairs and Student Services Report:** Dr. Mike Vitale reported on the following:

- Revisiting the issue of Sabbatical approval for three adjunct faculty members. Trustee Rios said that, considering the financial constraints the college is facing, the sabbaticals should not be approved. Trustee Daniels said the sabbaticals should be approved to show honorable intention toward the faculty. Chairman Maddox called for a motion to approve the three faculty sabbaticals as they now stand. Trustee Daniels motioned to approve the Sabbaticals. Trustee Townsend seconded and the motion carried. Trustee Ash stated he agreed with both Trustees Rios and Daniels adding that, considering the current fiscal constraints, any future sabbaticals might need to be suspended. Trustee Rios motioned to suspend further Sabbaticals effective with the 2016-2017 academic year. Chairman Maddox asked for a roll call vote for those in favor of suspending further Sabbaticals:

| | | |
|------------------------------------|-------------|-----------------------|
| Roll Call indicated the following: | Ash | Yes |
| | Breidenthal | Yes |
| | Daniels | No |
| | Flunder | Not present (Abstain) |
| | Maddox | Yes |
| | Rios | Yes |
| | Townsend | No |

The motion carried with the following results:
4 = yes votes, 2 = no votes, and 1 abstention.

- Dr. Vitale reported on revising the Academic Calendar for the year 2016-2017. Dr. Vitale reported the calendar committee wanted to revise the academic calendar to more closely align with other schools. One of the suggestions was to begin the 2nd Semester on the Tuesday following the Dr. Martin Luther King, Jr. Holiday. Trustee Rios motioned to approve the current 2015-2016 Academic Calendar and the revision to the 2016-2017 Academic Calendar. Trustee Townsend seconded and the motion carried.

- Dr. Vitale reported on the Tech courses under KBOR current revision. Dr. Vitale reported that the BOT had previously approved course fee structure but there are currently 22 Tech courses with a \$75.00 fee needing approval. Chairman Maddox asked Mr. Cliff Smith, Dean of TEC Operations, to explain the courses offered. Mr. Smith reported there was no change in courses with one credit hour but that the \$75.00 applies to those Tech courses over 2-3 credit hours. Trustee Rios motioned to approve the fee schedule as presented. Trustee Breidenthal seconded and the motion carried.
- Dr. Vitale reported on the Emporia State University report indicating the academic success of former KCKCC transfer students. Trustee Rios voiced his approval of the detail to the VP-AA's report. Trustee Daniels commented on the "impressive completion rate of those students enrolled in the tutoring program." Trustee Daniels asked about the Title IX Report. Dr. Jon Long, Dean of Student Services, reported that he would have a report to be reviewed for the June BOT meeting. Chairman Maddox reported "it has been motioned and seconded to approve the VP-AA Report. Majority indicated approval of the Report and the motion carried."

10) **Chief Financial Officer's Report.** Dr. Susan Lindahl reported on the following:

- Brookings Institute has named KCKCC as rated one of the top institutions of learning in Kansas in two years.
- Dr. Lindahl addressed the #10 Amendment (First Read of the 2015-2016 Budget) and noted the correction on page 3, item 82, requesting a mil adjustment of .25 toward general operations and .75 to capital outlay. Trustee Rios reported this included a tuition increase of \$8.00/credit hour and \$7.00/hour for Tech usage. Trustee Rios stated that "no action" need be taken on the first read of the budget.

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

- A. Payment of the Bills: Trustee Rios motioned and Trustee Townsend seconded payment of the bills. The motion carried.
- B. Financial Report: Trustee Rios motioned and Trustee Townsend seconded approval of the Financial Report. The motion carried. Trustee Rios did report that the Finance Committee would continue further study of credit card usage and reported the Finance committee would like to see bids, in the future, for meals for athletic events.
- C. Recommendations: Trustee Rios asked that #7 of Recommendations be tabled for further research for refurbishing the entire Field House. Trustee Rios motioned and Trustee Breidenthal seconded approval of Recommendations #1-6 and the motion carried.

Dr. Lindahl reported that, within the packet of information for each member of the BOT, there was an estimate for replacing/fixing the turf on the softball field. This was only for their information. Dr. Lindahl asked approval for her report as well as the Amendment (11.B. Treasurer's Report correction.) Trustee Rios motioned and Trustee Townsend seconded approval for the Chief Financial Officer's report as well as the Treasurer's Report correction. The motion carried.

12) Director of Human Resources Report.

Abbie Dillard qualified #12 of the Amendment regarding *paying earned, accrued but, unpaid wages to employees at their current rate of pay, for a period not to exceed their years of service.* Ms. Dillard drew attention to #s 1-5 of Separations and asked approval for #s 6-15 as well as the Contract Instructor Payments in Continuing Ed. Trustee Rios motioned and Trustee Daniels seconded approval for the H.R. Report #s 6-15 and Contract Instructor Payments. Trustee Daniels said the motion included the amendment #12. The motion carried.

SEPARATIONS INFORMATION

| | ACTION | NAME | JOB TITLE | DEPT | DIV | EFF. DATE |
|----|---------------|----------------------|--|--|-----------------------------------|------------------|
| 1. | Resignation | Carter, Regina | Class II Secretary/Leavenworth Center | Leavenworth Center/Enrollment Management | VP for Student & Academic Affairs | 04/24/15 |
| 2. | Resignation | Dawson, Kimberly | Secretary/Faculty & Staff Development | Faculty & Staff Development/HR | Chief Financial Officer | 05/06/15 |
| 3. | Resignation | Ornelas-Rios, Yvonne | Nursing Instructor | Nursing & Allied Health | VP for Student & Academic Affairs | 06/30/15 |
| 4. | Resignation | Torez, Robin | Professional Assistant/Human Resources | Human Resources | Chief Financial Officer | 05/07/15 |
| 5. | Retirement | Van Cleave, Janet | Professor/Math | Math/Science/Technology/Business | VP for Student & Academic Affairs | 06/30/15 |

RECOMMENDATIONS/APPROVALS

| | ACTION | NAME | JOB TITLE | DEPT | DIV | EFF. DATE | RATE OF PAY |
|-----|---------------|------------------------------|---|-------------------------|-----------------------------------|------------------|--------------------|
| 6. | New Employee | Bartunek, Tami | Director of Admissions | Enrollment Mgmt. | VP for Student & Academic Affairs | 05/13/15 | \$70,000.00/yr. |
| 7. | New Employee | Britt-Lewis, Theresa | Adjunct Instructor/Pharmacology | Nursing & Allied Health | VP for Student & Academic Affairs | 04/20/15 | \$742.00/cr. hr. |
| 8. | New Employee | Josenberger -Cowens, Corisha | Receptionist/Switchboard Operator | Information Services | President | 05/04/15 | \$23,413.49/yr. |
| 9. | New Employee | Juardo, Cynthia | Intercultural Center Coordinator | Intercultural Center | VP for Student & Academic Affairs | 06/01/15 | \$33,724.23/yr. |
| 10. | New Employee | Navarro, Marco Antonio | Coordinator of the Intercultural Center | Student Services | VP for Student & Academic Affairs | 05/13/15 | \$33,724.33/yr. |
| 11. | New Employee | Zarate, Alfonso | Supervisor/Human Resources | Human Resources | Chief Financial Officer | 05/13/15 | \$63,000.00/yr. |

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|-----|------------------|-------------------|--------------------------------|----------------------|-----------------------------------|----------|-----------------|
| 12. | New Employee | Wells, Krystal | Asst. Women's basketball Coach | Athletics | VP for Student & Academic Affairs | 06/01/15 | \$13,000.00/yr. |
| 13. | Change in Status | Gabriel, Peter | Network Supervisor | Information Services | President | 05/13/15 | \$63,000.00/yr. |
| 14. | Change in Status | Wilcoxen, Andrica | Director of Student Activities | Student Services | VP for Student & Academic Affairs | 05/13/15 | \$61,098.52/yr. |
| 15. | Change in Status | Williams, Sherita | Health & Benefits Coordinator | Human Resources | Chief Financial Officer | 05/13/15 | \$32,000.00/yr. |

**Continuing Education & Community Service: CONTRACT INSTRUCTOR PAYMENTS
APRIL 9, 2015 – MAY 5, 2015**

| RFP DATE | INSTRUCTOR | CLASS | START/END DATE | CONTRACT PAYMENT |
|----------|--------------------------------|---|---|------------------|
| 04/13/15 | Michael Lee O'Brien Brockhouse | Genealogy Exploring | 04/10/2015 | 180.00 |
| 04/13/15 | Dale Shaw | RCP | 04/06/15 – 04/12/15 | 1800.00 |
| 04/13/15 | Robert Parkison | RCP | 04/16/15 – 04/12/15 | 1200.00 |
| 04/13/15 | William Evans | BRC | 04/10/15 – 04/12/15 | 440.00 |
| 04/14/15 | Michael Mertz | Range Aide BRC | 04/11/15 – 04/12/15 | 80.00 |
| 04/20/15 | Jay Doleshal | BRC | 04/17/15 – 04/19/15 | 300.00 |
| 04/20/15 | Michael Mertz | Range Aid BRC | 04/18/15 – 04/19/15 | 165.00 |
| 04/20/15 | Dale Shaw | BRC | 04/17/15 – 04/19/15 | 660.00 |
| 04/20/15 | Dan Matt | BRC | 04/17/15 – 04/19/15 | 440.00 |
| 04/23/15 | Lori Wuellner | Master of Memory | 04/08/15 – 04/22/15 | 445.00 |
| 04/27/15 | Clarence Wildes | BRC | 04/24/15 – 04/26/15 | 400.00 |
| 04/27/15 | Michael Mertz | Range Aide BRC | 04/25/15 – 04/26/15 | 165.00 |
| 04/27/15 | Daniel Matt | BRC | 04/24/15 – 04/26/15 | 440.00 |
| 04/27/15 | Robert Parkison | BRC | 04/24/15 – 04/26/15 | 495.00 |
| 04/27/15 | Dale Shaw | BRC Class Prep | 04/10/15 – 04/12/15 04/17/15 – 04/19/15 04/24/15 – 04/26/15 | 300.00 |
| 04/28/15 | Amber Smith | Quilting | 02/12/15 – 04/23/15 | 750.00 |
| 04/28/15 | Stana Martin | Long-term Care: Planning, Financial & Legal | 04/25/15 | 157.50 |
| 05/05/15 | Mary Mair | Consultant Fee – April 2015 Pay thru Payroll | | 100.00 |

13) **Committee Reports.** Under Committee Reports, Chairman Maddox reported that the three members of the BOT to serve on the Advancement Council are, Trustees Daniels, Rios, and Breidenthal.

14) **Unfinished Business.** Chairman Maddox asked for approval of the Tobacco-Free Campus Policy. Chairman Maddox asked if others wanted to address members of the BOT before voting approval. Deryl Wynn noted that the policy doesn't protect for outside school activity/off campus. However, the Student Code of Conduct indicates that all students, involved in outside school activities, are representatives of the college while away. Chairman Maddox called for the motion. Trustee Daniels motioned and Trustee Ash seconded to approve the Tobacco Ban Policy. The motion carried.

15) **Motion for Adjournment.** There being no further Unfinished Business, Chairman Maddox reminded everyone of the combined luncheon/meeting of the College Senate, members of the BOT and Cabinet and asked for a motion to adjourn. Trustee Rios motioned and Trustee Townsend seconded and the motion carried.

The meeting of the Board of Trustees adjourned at 11:24 A.M.

ATTEST:

Chairman

Secretary