

## **Kansas City Kansas Community College Minutes of the Board of Trustees Meeting June 9, 2015, 2015**

- 1) **Call to Order:** Chairman Maddox called the June 9 BOT meeting to order at 9:02 a.m. and asked Michael Kimbrough to lead everyone in the Pledge. Chairman Maddox asked for Roll Call:
- 2) **Roll Call:** Roll call indicated the following Trustees present: Ash, Breidenthal, Daniels, Flunder, Maddox, Rios and Townsend.
- 3) **Approval of the Agenda:** Trustee Rios motioned to approve the June 9 Amended Agenda with the addition under Finance: Amendment under Recommendations C - 1-3. Trustee Townsend seconded and motion carried.
- 4) **Approval of the Minutes:** Trustee Rios motioned to approve the Minutes of the May 12 Regular meeting. Trustee Breidenthal seconded and motion carried. Trustee Daniels motioned to approve the Minutes of the June 3 Special Meeting of the BOT. Trustee Townsend seconded and motion carried.
- 5) **Audience to Patrons and Petitioners:** As there was no one wishing to address members of the BOT, Chairman Maddox moved to the next order of business.
- 6) **Communications:** Dr. Givens had the following to report under Communications:
  - In a recent article, appearing in the Kansas City Star, KCKCC was ranked to be among the top colleges in Kansas.
  - Read a letter from the KS State High School Speech-Debate Association, congratulating the KCKCC Debate Team and complimented the KCKCC campus for the outstanding way in which it hosted the recent National Debate. The letter also congratulated and wished to extend a special “thank you” to the KCKCC Support Staff for their organization and facilities. The Association asked KCKCC to, once again, be the host site for the next State Speech & Debate Festival, Saturday, April 30, 2016.
  - Read a letter from the Vietnam Veterans of America thanking Professor Tom Hall, Chairman of the VVA-PTSD & Substance Abuse Committee.  
---Before moving to Miscellaneous, Chairman Maddox asked to recognize those faculty who will be retiring at the end of June, 2015: Michael Kimbrough, Director of Media Services, Dr. Denise McDowell, Dean of Enrollment Management & Registrar, and Anita Krondak, Director of Nursing.
  - Dr. Givens pointed out the article on the front of the recent AACC Newsletter with a picture of Dr. Givens congratulating and handing a diploma to a new 2015 KCKCC graduate.

7) **Miscellaneous:** Chairman Maddox called for a motion for Executive Session. Trustee Rios motioned to move to Executive Session with a length of time being 30 minutes. Trustee Briedenthal seconded and motion carried. With a 5 minute transition, Executive Session began at 9:13 a.m. Members of the BOT returned to open meeting at 9:54 a.m. Trustee Rios motioned for an amendment to the Agenda, under Unfinished Business, to discuss the revision to the Weapons Policy. Trustee Briedenthal seconded and motion carried.

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

- Introduced Dr. Denise McDowell and Dr. Sangki Min to present an update of the Strategic Plan;
- Reported on the signing of an Articulation Agreement with Park University, June 2<sup>nd</sup>;
- Reported on her scheduled trip to Washington D.C. as a Board Member of NACCE (*National Association of Community College Entrepreneurs*), July 30-31.

Dr. Givens asked approval of her report. Trustee Rios motioned to approve the report. Trustee Ash seconded and the motion carried.

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

- Asked for Board approval to go out for bids to purchase a plasma cutter for welding at TEC. The college received a grant, through the Carl Perkins Reserve Fund FY2015, in the amount of \$32,500.00 to purchase the plasma cutter. Trustee Rios motioned to get bids for the plasma cutter. Trustee Briedenthal seconded and motion carried.
- Dr. Vitale reported on receiving notice of reaffirmation of accreditation for the Business Dept. and gave credit to Dr. Ed Kremer, Dean of MSCT, and Lakshmy Sivaratnam, Associate Professor of Accounting for their organization.
- Dr. Vitale gave the date of KCKCC graduation in 2016, May 17<sup>th</sup>. When asked if this might coincide with one of the high school graduations, Dr. Vitale stated that, considering that there will again be two graduations, 2:00 and 7:00 p.m., they would invite the family to attend the graduation that does not conflict with the high school graduation.

Dr. Vitale asked approval of his report. Trustee Rios motioned to approve Dr. Vitale’s report. Trustee Briedenthal seconded and the motion carried.

- Dr. Vitale introduced Dr. Jonathan Long, Dean of Student Services, who give an update on Title IX, Sexual Violence & Sexual Harassment policy. After Dr. Long’s presentation, he asked approval for the policy. Trustee Rios motioned to approve the Sexual Violence Policy. Trustee Townsend seconded and motion carried.

10) **Chief Financial Officer’s Report:** Dr. Susan Lindahl reported:

- That this is the second reading of the 2015-2016 Budget and that the Finance Committee was continuing to watch decisions made at the state level that may have impact on the financial decisions being made by K-12 and secondary education. Dr. Lindahl asked approval for Recommendations 1-3 on the Agenda:
1. **Kansas Association of School Boards, Worker’s Compensation Fund, Inc.:** For the purpose of providing Worker’s Compensation Insurance related services and benefits for a period of one year. \$199,165. (initial payment – year end audit to complete premium).

2. **Bukaty Companies:** For the purpose of providing Benefit Broker Services for a period of one year. \$112,814.
3. **Kansas Lawn & Garden:** For the purpose of outsourcing the care and maintenance of campus green areas, \$148,710.

Dr. Lindahl asked approval, under **Capital Projects**, for: **Restoration of Building in TEC Parking Lot (wash barn)** to resurface the entire outside structure of the building with stucco, install new gutters, and repair the roof. R.T. Painting, Inc. - \$19,198.79 and AIC Insulation, Drywall, Roofing & Stucco - \$18,500. Grant funded – TEC KBOR. Project Total \$37,698.79

Dr. Lindahl asked approval for the three Amendments to the Agenda under Finance - C.

1. **Evis Consulting, LLC:** For the purpose of system training, curriculum database for manufacturing program. Director of Entrepreneurship - Program to grow manufacturing business. In the amount of: \$10,000.00
2. **Aztec Software:** For the purpose of license renewal/Aztec Software...Adult Education/CEB for: 50 ED Prep Solutions (\$8,750.00) / 50 Bridge Series (\$8,750.00) / 50 Foundation Series (\$8,750.00) In the amount of: \$26,250.00
3. **Fisher Scientific:** For the purchase of Biological Safety Cabinet for MSCT Division/Biology - Dr. Ed Kremer in the amount of: \$15,935.61.  
Trustee

Trustee Rios motioned to approve Dr. Lindahl’s Financial Report. Trustee Townsend seconded and motion carried.

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

- A. Payment of the Bills: Trustee Rios motioned to approve Payment of the Bills. Trustee Townsend seconded and motion carried
- B. Financial Report: Dr. Lindahl asked approval to pay the credit card bills in the amount of \$205,590.19. Trustee Rios motioned to approve payment of the credit card bills. Trustee Townsend seconded and the motion carried.

Dr. Lindahl reported that the college received notification, from Atlas Energy, that it had overbilled by \$70,000. Dr. Lindahl stated that a full report had been requested as a matter of explanation. Dr. Lindahl also reported that she would like to give notification of adoption of the budget at the beginning of June, 2016, prior to the fiscal year, instead of July. This would enable the notification to the staff of their salaries for the coming year. The Budget workshops would take place in March, April of 2016.

12) **Director of Human Resources Report.** Abbie Dillard asked consideration of the H.R. Report, Separations #'s 1-4 and asked approval for New Hires, #s 1-12 as well as the Continuing Ed report. Trustee Daniels motioned to approve the H.R. Report. Trustee Ash seconded and motion carried.

**SEPARATIONS INFORMATION**

	ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE
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1	Resignation	DeHerrera, Rachael	PT Lifeguard/Wellness Staff	Wellness Center	VP for Student & Academic Services	6/12/2015
2.	Resignation	Fletchall, Bobbie	Grounds worker	Buildings & Grounds	VP for Administrative Services	6/30/2015
3.	Resignation	Kolenda, David	Grounds worker	Buildings & Grounds	VP for Administrative Services	6/30/2015
4.	Resignation	Morales, Frances	Resident Assistant	Student Housing	Student Services	5/31/2015

**RECOMMENDATIONS/APPROVALS**

	<b>ACTION</b>	<b>NAME</b>	<b>JOB TITLE</b>	<b>DEPT</b>	<b>DIV</b>	<b>EFF. DATE</b>	<b>RATE OF PAY</b>
1.	New Employee	Anderson, Chamissa	PT Assistant Women's Basketball Coach	Athletics	VP for Student & Academic Services	6/8/2015	\$13,000.00
2.	New Employee	Balcom, Laci	PT-Cashier/Food Prep Assistant	TEC	VP for Student & Academic Services	6/02/2015	\$11.18
3.	New Employee	Barrow, Jahren	Resident Assistant	Student Housing	Student Services	7/20/2015	\$400 per month
4.	New Employee	Buruch-Haworth, Lindsay	Human Resources Generalist	Human Resources	Chief Financial Officer	6/15/2015	\$55,000.00
5.	New Employee	Elrod, Tony	Director of Auxiliary Services	Business Office	Chief Financial Officer	6/10/2015	\$63,000.00
6.	New Employee	Monahan, Bonnie	Resident Assistant	Student Housing	Student Services	8/1/2015	\$400 per month
7.	New Employee	Thomas, Nashon	Resident Assistant	Student Housing	Student Services	8/1/2015	\$400 per month
9.	New Summer Contract Employee	Beckham, Kiel	Activity Director for NYSP camp	Continuing Education	Math/Science/Technology /Business	6/8/2015	\$3000.00
10.	Summer Contract Employee	McKinstry, Joe	Activity Director for NYSP camp	Continuing Education	Math/Science/Technology /Business	6/3/2015	\$3500.00
11.	Change in Status	Bailey, DeShawn	Nail Technology Instructor	TEC	VP for Student & Academic Services	8/1/2015	\$34,914.12
12.	Change in Status	Noguera, Ruben	Database Administrator	Information Systems	President	6/10/2015	\$52,000.00

**Continuing Education & Community Service: CONTRACT INSTRUCTOR PAYMENTS / MAY 6, 2015 – JUNE 1, 2015**

<b>RFP DATE</b>	<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>START/END DATE</b>	<b>CONTRACT PAYMENT</b>
05/11/15	Michael Lee O'Brien Brockhouse	Buying & Selling on Ebay & Craigslist	05/08/2015	90.00

05/20/15	Stacy Robinson	Phlebotomy Lab Assistant	02/07/15 – 05/16/15	900.00
05/28/15	Everette Devan	Jazz Camp	06/01/15 – 06/05/15	375.00
05/28/15	Jim Mair	Jazz Camp	06/01/15 – 06/05/15	2000.00
05/28/15	Mary Mair	Jazz Camp	06/01/15 – 06/05/15	800.00
05/28/15	Michael Pagan	Jazz Camp	06/01/15 – 06/05/15	700.00
05/19/15	Michael Mertz	Range Aid BRC	05/15/15 – 05/17/15	165.00
05/19/15	Dale Shaw	BRC	05/15/15 – 05/17/15	660.00
05/19/15	Robert Parkinson	BRC	05/15/15 – 15/17/15	495.00
05/19/15	Jay Doleshal	BRC	05/15/15 – 05/17/15	300.00
06/01/15	Calie Smith	BRC	05/29/15 – 05/31/15	300.00
06/01/15	Dale Shaw	BRC	05/29/15 – 05/31/15	660.00
06/01/15	Michael Mertz	Range Aid BRC	05/29/15 – 05/31/15	85.00

**13) Committee Reports.**

- Trustee Breidenthal reported that the Advancement Council will meet one more time to prepare a presentation for the Board of Trustees at the July meeting.
- Trustee Ash reported that he will be attending the KACCT/COP Quarterly Meeting, June 12 &13 at Barton Community College. Trustee Ash reported that he will be doing a presentation, about KCKCC, to the other attending Community College Presidents and Trustees.

**14) Unfinished Business.**

- Trustee Rios deferred to attorney, Deryl Wynn for the Resolution regarding the Conceal Carry Law. The Resolution, passed by members of the BOT at the 6-18-2013 meeting, complied with HB 2052 stipulating that, due to security measures taken at KCKCC, it would be a violation for anyone to carry a concealed gun or weapon on campus and in to any of the campus buildings with the posted notifications. However, SB 45 would amend laws concerning the concealed carry of firearms. The bill would add language allowing the concealed carry of a firearm without a concealed carry license issued by the State as long as the individual was not prohibited from possessing a firearm under either federal or state law. The bill would specify the carrying of a concealed handgun could not be prohibited in any building unless the building was posted in accordance with rules and regulations adopted by the Attorney General. Mr. Wynn suggested that the members of the BOT take action at the July meeting, requesting an extension date for revising the current policy and adopting a formal Resolution with the revisions.
- Trustee Daniels suggested, and made a motion for, a revision to the Agenda format, including a “consent Agenda.” Trustee Townsend seconded and motion carried.

**15) Motion for Adjournment.** There being no further Unfinished Business, Trustee Breidenthal motioned for adjournment. Trustee Rios seconded and motion carried.

The meeting of the Board of Trustees adjourned at 11:24 a.m.

ATTEST:

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Chairman

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Secretary