

CONSENT AGENDA - B
Minutes of April 12, 2016

Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
April 12, 2016 – Leavenworth Pioneer Center

- 1) **Call to Order:** Chairman Maddox asked the Pioneer Center culinary students to lead everyone in the Pledge of Allegiance.
- 2) **Roll Call:** Roll call indicated the following Trustees present: Ash, Breidenthal, Daniels, Maddox, Rios and Townsend. Administrators present were Drs. Givens, Lindahl and Vitale.
- 3) **Consent Agenda/Minutes/Recommendations/Personnel:** Trustee Rios motioned to approve the Amendment to the Agenda, to include the Alcoholic Liquor Resolution for the Catholic Student Association’s Mass of Celebration. Trustee Townsend seconded. Trustee Daniels motioned to approve the Amended Agenda to include a Resolution to fill the vacancy of Trustee Mary Ann Flunder following her recent death. Trustee Ash seconded and the motion carried. Trustee Daniels motioned to approve the Consent Agenda. Trustee Townsend seconded and the motion carried.
- 4) **Audience to Patrons and Petitioners:** Chairman Maddox asked if there was anyone wishing to address the Board of Trustees. Alan Hoskins, KCKCC Sports Information Director, came forward to address the Board of Trustees. Mr. Hoskins presented each Board member with a copy of the book, Blue Devils - The 2016 NJCAA Division II National Basketball Champions. The book is in honor of the Blue Devil Women’s Basketball Team. Mr. Hoskins and Jason Browar did the editorial content and photography. Mr. Hoskins gave credit to the ladies in the Print Shop, Halley Scharnhorst for graphic design, and Kim Lutgen and Joy Cicero for the printing production.
- 5) **Communications:** Under Communications three Resolutions needed approval: **(1)** Alcoholic Liquor Resolution for the Dinner-Jazz Cabaret performance on April 21, 2016 in the banquet area of the Jewell Center. Trustee Ash motioned to approve the Resolution. Trustee Townsend seconded and the motion carried. *Trustee Rios noted that the Jazz Cabaret is scheduled on the same date/time as the Mid-America Hall of Fame and asked how two big events were scheduled on the same day. Dr. Givens stated that, “We are working to put a system in place so that this doesn’t happen again.” **(2)** Alcoholic Liquor Resolution for the KCKCC Awards and Recognition Event May 6, 2016 in the lobby of the Dr. Thomas R. Burke Technical Education Center. Trustee Townsend motioned to approve the Resolution. Trustee Daniels seconded and the motion carried. **(3)** Alcoholic Liquor Resolution for the Catholic Students Celebration of Mass on April 27, 2016 and May 11, 2016 in room 3398. Trustee Rios motioned to approve the Resolution. Trustee Townsend seconded. Trustee Daniels interjected that, according to the Resolution, an area used as a classroom of instruction may not be used. Dr. Jon Long stated that, this is under his area and would move the mass to Upper Jewell. Trustee Daniels motioned to approve the Resolution as amended. Trustee Townsend seconded and the motion carried.
- 6) **President’s Report:** (1) Dr. Givens reported on the draft copy of the IRB (Institutional Review Board) in each of the Trustees’ Board packet, in Board Effect. Dr. Givens stated that this is in compliance with the

Higher Learning Commission (HLC). Dr. Givens asked members of the Board to approve on *First Read*. Dr. Daniels motioned to approve the IRB Policy. Trustee Ash seconded and the motion carried. (2) Dr. Givens read a congratulatory letter from Congressman Kevin Yoder, in reference to the Women's Basketball Division II National Basketball championship, and also mentioned the MVP awarded to player, Cheyenne North. (3) Dr. Givens read a letter from Brotherhood Bank including a contribution of \$5,000 earmarked for the Endowment Association Student Scholarships. (4) Dr. Givens asked Dr. Baz Abouelenein to come to the podium for a presentation. Dr. Abouelenein read a certificate of appreciation award presented to Peggy Friedmann, Board of Trustees clerk, as a KCKCC Blue Devil "Do er." Dr. Givens asked approval of her report. Trustee Townsend motioned to approve Dr. Givens' report. Trustee Rios seconded and the motion carried.

7) **Student Senate Report:** In Nahshon Thomas' absence, Dr. Jon Long reported on the activities of the Student Senate. Dr. Long reported that suggestions were being taken for a Blue Devil mascot for KCKCC athletic games. Dr. Long wished the Debate Team good luck as they go to Nationals in Muncie, IN. Trustee Rios asked Dr. Long what the election process was for filling officers' positions in Student Senate. Dr. Long reported that the President's position is voted on and elected before the end of the spring quarter and that the other officers' election would take place in the fall. Chairman Maddox asked approval for Student Senate Report. Trustee Rios motioned to approve the report. Trustee Townsend seconded and the motion carried.

8) **Vice-President for Academic and Student Services:** (1) Dr. Mike Vitale made reference to the schedule of activities in the Continuing Education Summer Class Schedule, specifically, the Summer Youth Program on pages 14, 15 16. (2) Dr. Vitale reported that he would have an updated, and final, enrollment report for spring through summer, to present at the May Board of Trustees meeting. Trustee Rios asked, in reference to the Student Code of Conduct, why the student conduct load (cases) was so "high." Dr. Vitale responded that it was due to the Dean of Student Services implementing the consequences for certain campus infractions as reported in The Student Code of Conduct book. Chairman Maddox asked about the success of the Counseling-Advocacy Center's food pantry and clothing drive. Dr. Vitale reported that the collection from the boxes around campus was very successful. Dr. Vitale also reported on the Deans' Emergency Funds...the Fund Raising Drive to raise monies in support of students "out on their own" or who are "experiencing a serious emergency." Trustee Daniels asked about the report on interviews with high school students regarding the admissions process. Trustee Daniels asked what the college is doing to assist with the process. Dr. Vitale reported that, through several changes, the admissions process is easier for students. Trustee Daniels asked about the TAACCCT Federal Grant with Dr. Vitale's response being that the timeline for the grant had ended. Trustee Rios questioned Dr. Michael Burns in reference to his report concerning the enrollment process. Trustee Rios said he would like an update at the May Board of Trustees meeting. Trustee Rios asked who was on the advising committee for the Child Care Center with the response being the Early Child Care Center faculty, Erika Ritter, Dr. Jon Long, the CCC teachers, family conservancy and the Early Child Care Center Head Start Advisory. Dr. Vitale asked approval for his report. Trustee Daniels motioned to approve the report. Trustee Ash seconded and the motion carried.

9) **Chief Financial Officer Report:** (1) Dr. Lindahl reported that the preliminary budget had been presented to the Finance Committee but Trustee Rios requested that it also be presented to the Board of Trustees. Dr. Lindahl presented a power point for all present. Dr. Lindahl also reported that the Deans had

submitted their budgets for next year. Dr. Lindahl reported that enrollment and credit hours are down. (2) Dr. Lindahl presented a slide depicting where funds (mil) go with regard to the rest of the Unified Government. It was noted that KCKCC receives .15 cents out of every dollar and it was also reiterated that KCKCC does not levy any tax in Leavenworth, only Wyandotte. Dr. Lindahl pointed out the revenues on page 8 and said the college was looking at an 11% drop in enrollment and that the college is looking at ways to increase the financial health to meet HLC requirements. Dr. Lindahl reported that there will be a full review of the budget at the June BOT meeting. One of the topics Dr. Lindahl will present is, “How does expense affect learning?” Dr. Lindahl asked approval for her report. Trustee Rios motioned to approve the report. Trustee Townsend seconded and the motion carried.

10) **Committee Reports:** Chairman Maddox reminded the members of the Board to turn in their reports for Dr. Givens performance review. Chairman Maddox reported that the results would be presented at the May Board of Trustees’ meeting.

Trustee Rios reported that electrical usage continues to be down and thanked the Deans for their efficiency in managing their respective Divisions. Trustee Rios stated that the college is using less energy while BPU is raising the cost. Trustee Rios reported that the Budget Workshop reviews were positive and that the Finance Committee will continue to keep everyone apprised of the budget.

11) **Executive Session:** As there was no Executive Session, Chairman Maddox asked for Unfinished and/or New Business.

12) **Unfinished Business:** Chairman Maddox read the Resolution to publish the vacancy, on the Board of Trustees, due to the recent death of Mary Ann Flunder. Trustee Daniels motioned to approve the Resolution. Trustee Rios seconded. Trustee Townsend stated that he was not ready to vote and asked where the notice would be published. After brief conversation, Chairman Maddox called for the vote again. No one was opposed and the motion carried. Dr. Givens introduced Mr. Lacy Ward as the new Director of the KCKCC Foundation and Community Outreach. Mr. Ward approached the podium and said he was happy to be part of the community college. Following, Marisa Gray approached the podium and reported on the Innovation Summit that had taken place last Friday, April 27 in the Fieldhouse. Ms. Gray reported this was a great opportunity to reach the unemployed. Trustee Rios was a participant and commented on the success of the event.

13) As there was no further business, Chairman Maddox asked for a motion to adjourn. Trustee Townsend motioned to adjourn. Trustee Ash seconded and motion carried.

The meeting of the Board of Trustees adjourned at 10:12 a.m.

ATTEST: _____
Chairman

Secretary