

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

- 1) **Call to Order:** The meeting of the KCKCC Board of Trustees was called to order at 9:00 a.m. by Chairman Maddox who asked, Dr. Cherilee Walker to lead everyone in the Pledge of Allegiance.
- 2) **Roll Call** indicated the following present: Trustees Ash, Breidenthal, Flunder, Maddox, Rios, and Townsend. Trustee Daniels was unable to attend. Administration included Dr. Doris Givens, Dr. Susan Lindahl, and Dr. Mike Vitale.
- 3) **Consent Agenda/Recommendations:** Trustee Rios motioned to approve the Amendment to correct the Financial Report Cashflow chart and to approve the addition of Recommendations 9 – 10 of the Financial Report. Trustee Townsend seconded and the motion carried.
- 4) **Approval of Minutes:** Trustee Rios motioned to approve the Minutes of the October 13, 2015 Board of Trustees meeting. Trustee Breidenthal seconded and the motion carried.
- 5) **Approval of the Consent Agenda:** Trustee Rios motioned to approve the Consent-Agenda, as amended, for the November 17, 2013 BOT meeting. Trustee Breidenthal seconded and the motion carried.
- 6) **Audience to Patrons and Petitioners:** Lisa Griffin, Director of Student Housing, stepped forward and introduced two KCKCC students. Ms. Griffin said they wanted to speak on behalf of, and the need for, continuing student housing. Tyjonae Perkins spoke as a student athlete and said she was very much in favor of continuing with housing for students, especially, if they are student athletes and lived a distance from campus. Ti Pennington spoke as a student living in student housing and was very much in favor of continuing housing for students.
- 7) **Communications:** Dr. Givens reported on the following:
 - Introduced Professor Cheryl Runnebaum, of the KCKCC Culinary Arts Program at TEC, who spoke of the Skills USA competition and introduced the top three students who placed. Prof. Runnebaum also introduced Richard McPeake, Culinary Arts professor. Prof. McPeake said the TEC Culinary Program was rated through Cap Stone as the 4th best culinary program in the mid-west.
 - Dr. Givens read a letter from student, Christin Warren, who gave a positive report on her professor, Dr. Mary J. Van Horn. Dr. Van Horn teaches Human Anatomy and Christin had only praise for Prof. Van Horn's enthusiasm, inventive teaching methods, and keeping her students motivated.

- Dr. Givens introduced Coach Kacey Tillery, Women’s Softball Coach. Coach Tillery and the team wanted to express their gratitude for the upgrade of the softball field.
- Dr. Vitale introduced Greg Ventillo from the AHSS Division. Mr. Ventillo talked about his time in Okinawa, Japan during his sabbatical and thanked members of the Board of Trustees. Mr. Ventillo gave each of the Board members a copy of an article he wrote for the Japan Times regarding Okinawans.
- Dr. Givens introduced Darren Elliott, Director of the KCKCC Speech-Debate Team. Mr. Elliott spoke of the team’s recent win at the Las Vegas Debate Tournament.

8) **President’s Report:** Dr. Givens reported on upcoming events:

- Reported on the recent “100 Local Garages” and asked Alicia Hooks to speak briefly on the event. Ms. Hooks spoke of the congratulatory letters from Congressman Yoder, Senator Pat Roberts and the personal accolades from Governor Sam Brownback. Ms. Hooks reported that the program builds the community college as well as the community in that it supports local makers who have skills and/or equipment that can be used to assist those with ideas and inventions and help them complete and follow through with their ideas;
 - Reported on the recent Higher Learning Commission (HLC) visit for KCKCC accreditation. Dr. Givens reported the college should receive information regarding their visit before the Winter Break. Drs. Givens and Vitale recognized Dean Cliff Smith and Dean Dr. Sangki Min for their valuable assistance before and during the visit preparing reports, making trips to and from the airport and motel and making sure everyone was where they needed to be at the specified time;
 - Read three letters, from the Office of the Sheriff of Wyandotte County, congratulating Dean Cliff Smith, Sheridan Smith, Administrative Asst. to Cliff Smith and KCKCC Officer Scott Bailey, for their work and hospitality during the National Institute for Jail Operations. The TEC hosted over twenty correctional agencies, Sheriff’s Offices and military organizations throughout Kansas, Colorado, Missouri and Nebraska;
 - Recognized Wiley Wright who recently received the NAIA Coach of Character Award presented at the Champions of Character Foundation Awards Luncheon at the Kansas City Convention Center. Mr. Wright will be one of five recipients to receive the 2015 Award.
- Trustee Rios motioned to approve the President’s Report. Trustee Breidenthal seconded and the motion carried.

9) **Student Senate Report:**

Student Senate President, Nahshon Thomas spoke to members of the BOT about recent student activities. Mr. Thomas reported that the Student Senate would like to see more student advertising on the second floor and discussed the hand-out of activities to the Trustees. His report was greatly appreciated by members of the Board.

10) **Vice President for Academics and Student Services Report:**

- Reported on an award presented to Valdenia Winn, Social Science Professor. Dr. Winn is being presented with the Harriett Woods Guardian of the Flame Award at the 24th Annual Torch Dinner on November 20, 2015;
- Reported on a recent award to Donna Shawn for her outstanding work;
- Reported on the recent award to KCKCC as being a Military Friendly College for its treatment and support of military;
- Introduced Dr. Sangki Min who gave a brief report of the 2015 CCSSE Survey. Dr. Min reported that the survey would be available for students to review and respond.
- Trustee Daniels asked Dr. Jon Long, Dean of Student Services, about dealing with student behavior and mentioned the national trend for the increase in negative student behavior. Dr. Long reported that KCKCC has a Behavior Intervention Team under the direction of Linda Warren, Director of Counseling and Advocacy. Dr. Long also reported on the Title IX training and indicated that between 2,000-5,000 students/faculty/staff had been trained online.

**At 10:52 a.m. Drs. Givens, Lindahl and Vitale needed to leave to be in attendance for the Mortuary Science Accreditation. The order of business immediately went to Miscellaneous until the three administrators returned.*

** At 11:51 a.m. Drs. Givens, Lindahl and Vitale returned to the Board Meeting.*

Trustee Ash motioned to approve Dr. Vitale's Report. Trustee Townsend seconded and the motion carried.

11) **Chief Financial Officer's Report:**

Dr. Lindahl reported:

- On the drop in student enrollment as well as, retention of current students. Dr. Lindahl reported that raising student tuition was a difficult decision to make but a necessary one;
- That Bill Miller, Novak Birks auditor, would give a detailed presentation of the Audit Report and the Indirect Cost Proposal at the December 3 Finance Committee Meeting/Special Board of Trustees Meeting;
- That KCKCC joined the *gas consortium* and saved \$100.00 for the Leavenworth Pioneer Center;
- The softball field project was changed from installing two batting cages to three. The cost was lowered by the vendor;
- That the city is requesting sidewalks along the perimeter of the south campus, along State Ave., and that KCKCC would need to cover the cost of same.

Dr. Lindahl asked approval for payment of the bills to be paid as well as the Visa bills. Trustee Rios motioned to approve payment of the bills. Trustee Townsend seconded and the motion carried.

Trustee Rios reported that, according to the current report, this is the first time electric usage has had a decline.

12) **Committee Reports:**

13) **Executive Session:** There were no items for Executive Session

- 14) **Miscellaneous:** Trustee Ash reported on his attendance to the ACCT National Conference in San Diego, along with Trustees Maddox and Rios. Trustee Ash reported on the variety of workshops offered and also reported on the impact of the legislation coming out of Washington, D.C. Trustee Ash reported that Jerry Cook, Trustee of Johnson County Community College, has been elected to the region Board of Trustees. Trustee Rios reported on attending the Finance Session of the Conference and reported that he thought KCKCC to be in sound financial stability. Trustee Rios recommended that the lengthy Visa bills list and list of payment of bills be pre-approved by the Finance Committee, and not the entire Board, thereby making the monthly Finance Report less cumbersome. The two lists would be part of the Consent Agenda. Trustee Daniels recommended the Trustees still have access to the lists prior to each Board of Trustees meeting. Trustee Rios motioned to have the Finance Committee, which meets to discuss the Budget the Thursday before each monthly Board of Trustees meeting, approve the two lists. Trustee Townsend seconded. Trustee Flunder opposed the motion. The vote indicated the motion carried.

Trustee Rios motioned to hold a Special Meeting of the Board of Trustees in conjunction with the Finance Committee meeting, Thursday, December 3rd to listen to the presentation of the Audit Report and the Indirect Cost Proposal, by Bill Miller. This would allow a detailed presentation before the December 8 Board of Trustees meeting. Trustee Daniels seconded and the motion carried.

Chairman Maddox reported on his participation in the Chairman of Trustee Boards session during the ACCT National Conference in San Diego. Chairman Maddox reported on sessions including Student Loan Debt, Tuition, Staff Support, Pell Grant reinstatement for all students, President Obama's, America's College Promise and the concern for cost at the state level, Simplifying the FAFSA process, and Recommendation of Campus-based aide and Eligibility for students.

- 15) **Unfinished Business:**
As there was no unfinished business for discussion, Chairman Maddox asked for a motion to adjourn. Trustee Townsend motioned to adjourn. Trustee Breidenthal seconded and the motion carried.

The meeting of the Board of Trustees adjourned at 12:17 p.m.

ATTEST:

Chairman

Secretary