

CONSENT AGENDA - B
Minutes of December 8, 2015

Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
December 8, 2015

- 1) **Call to Order:** The meeting of the Board of Trustees was called to order at 9:00 a.m. and Chairman Maddox asked Mr. Alfonso Zarate to lead the Pledge of Allegiance.
- 2) **Roll Call:** Roll call indicated the following as being present: Trustees Ash, Breidenthal, Daniels, Maddox, Rios, and Townsend. Trustee Flunder was not able to attend.
- 3) **Consent Agenda/Recommendations/Minutes/Personnel:** Trustee Breidenthal motioned to approve the Consent Agenda, which included the Amendment to the Agenda as well as the Minutes of November 17 Board Meeting and Minutes of December 3 Special Board Meeting. Trustee Daniels seconded and the motion carried.
- 4) **Audience to Patrons and Petitioners:** As there were no Patrons or Petitioners wishing to address the Board, Chairman Maddox moved to the next order of business.
- 5) **Communications:** Dr. Givens read a copy of a letter addressed to Mr. Michael Parrett, Program Director of Respiratory Care, from the Commission on Accreditation for Respiratory Care (CoARC). The letter stated that the Respiratory Care Program has met or exceeded all currently set “thresholds” for success on each of the required outcome measures.
- 6) **President’s Report:**
 - Dr. Givens introduced Dr. Baz Abouelenein, Dean of Information Technology, to give a report to the BOT. Dr. Abouelenein reported that decisions, in the technology area, are made according to what is relevant in the industry. The KCKCC Technology Division has regular meetings with students, staff, and faculty. Trustee Ash asked about co-ops on campus with Dr. Abouelenein’s response that IT is part of many consortiums. Immediately following Dr. Abouelenein, Peter Gabriel spoke about the campus wireless system and the ability for every server on campus to do a full back-up every 30 days. Jim Bennett reported on his position as Desk-top support as well as Help Desk and Inventory support. The Print Shop ladies, Kim Lutgen, Joy Cicero, and Hallie Scharnhorst reported on the positive Print Shop changes and that the Print Shop now reports to the Dean of Information Technology. Matt Fowler, reported on his duties as web designer. Trustee Daniels asked, “What are the priorities for IT?” The following responses were: (1) Making sure the technology in the classroom is current to enable faculty to do what is needed for student

success; (2) Making sure technology usage is driven by student needs. Dr. Abouelenein thanked his assistant, Everett Fletcher and Help Desk assistant, Samantha Scott.

To conclude,

- Dr. Givens reported that the HLC Report had not arrived to be able to share results;
- Reported that the first KCKCC December Graduation-Reception would be held December 2nd at 5:30 P.M. in Lower Jewell for those students eligible for December graduation;
- Representative Kevin Yoder will be hosting a Job Fair at TEC on December 2nd from 9:00 a.m.-1:00 p.m. The Job Fair would be for veterans only from 9-10:00 and then for all job seekers from 10-1:00 P.M.;
- The Bookstore will hold an appreciation sale December 3rd;
- Thursday, December 10, from 11:00-2:00 p.m. is the President's Holiday Reception and Staff Holiday Party;
- KACCT/COP Quarterly Meeting will be held December 7th at Allen Community College in Iola, KS;
- Marisa Gray is the recipient of the Black Achievers in Business & Trade for 2016 award. The recognition ceremony will be January 14, 2016 at the Federal Reserve at 6:00 P.M. Dr. Givens asked approval for her report. Trustee Ash motioned to approve the Report. Trustee Rios seconded and the motion carried.

7) **Student Senate Report:**

Nahshon Thomas reported that:

- Finals had begun for all students for Fall Semester;
- The campus Halloween celebration went well;
- The December 2nd Candle lighting Ceremony went very well and that the PAC was filled to capacity. Andrea Watts was the speaker.
- Movie Mania would take place in Lower Jewell and students will be able to watch several movies;
- Christmas Day with Santa was well attended;
- The next Student Senate meeting, Wednesday, December 9 at 2:15 p.m. will be the last one for this semester;
- Student designs, for the KCKCC mascot, are due January 26, 2016.

8) **Vice President for Academics and Student Services Report:** As Dr. Vitale was beginning his report, Trustee Daniels asked about Student Housing. Dr. Lindahl interjected that she would have a report for the Board in the very near future, but Student Housing *is running in the red*.

- Dr. Vitale reported the following graduation ceremonies, all on Tuesday, December 15:
 - (1) Respiratory Therapy, Providence Hospital from 6-7:00 p.m.
 - (2) Nurses' Pinning, Field House from 7-8:30 p.m.
 - (3) Physical Therapy Pinning, TEC from 7-8:30 p.m.
- Dr. Vitale introduced Dr. Michael Burns, Interim Dean of Enrollment Management, who reported on program to better track student enrollment and what is needed to ensure

student success. Trustee Rios asked if there was a better way to “get a handle on student enrollment.” Trustee Rios reported on statistics of the, approximately, 1500 jobs available in Wyandotte County but, according to those statistics, there are not enough qualified applicants to fill those positions. Trustee Rios spoke of his concern at the drop in student enrollment. Dr. Givens interjected that, according to statistics of colleges and community colleges in Kansas, only three colleges in the state saw an increase in enrollment, and that the problem isn’t limited to Wyandotte County and KCKCC. Dr. Vitale asked approval of his report. Trustee Rios motioned to approve Dr. Vitale’s report. Trustee Daniels seconded and the motion carried.

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

- Both steps in the stairwells leading down to the Lower Level Jewell and the Flint Building are being completed;
- The softball sidewalks and field are now underway;
- Dr. Lindahl thanked Marie Branstetter, Bob Layton, and Doug Welch for their work on the Audit Report.
- Dr. Lindahl thanked Bob Layton for his work on the cost proposal for grants and negotiations;
- In referencing the beginning Budget Analysis for next year, Dr. Lindahl stated that everyone is watching what the state will do. Dr. Lindahl reported the Cash Flow is where it should be and that there are sufficient funds in the account for end of year payroll. Trustee Rios, in referencing the Electrical Usage chart, stated that electricity usage is, according to the trend, down, as is the cost; however, the cost per kilowatt hour is up. Trustee motioned to approve Dr. Lindahl’s report. Trustee Daniels seconded and the motion carried.

10) **Committee Reports:** Trustee Breidenthal (in Chairman Maddox’s brief absence) asked for Committee Reports. Trustee Ash reported on the KACCT/COP Quarterly meeting at Allen Community College in Iola, KS. Trustee Ash reported that there was a “robust discussion” regarding KBOR and re-centering. One of the concerns is that with that motion voted into place, monies would be taken from community colleges and given to TEC colleges. Trustee Ash also stated that KACCT is trying to get better participation on behalf of the community colleges by its presidents, to attend the KBOR meetings. Trustee Ash reported that the morning session included discussion on “active shooter” on campus. Trustee Ash reported that KCKCC is one of the few campuses that undergone “active shooter” training. Trustee Ash reported that the next ACCT Legislative Summit would take place in Washington, DC, February 11-12, 2016 and would be attended by Dr. Givens, Chairman Maddox and Trustee Ash. Trustee Ash reported that the next PTK (Phi Theta Kappa) Luncheon/Honors Reception would take place February 12, 2015 in Topeka at the Ramada Inn.

- 11) **Executive Session:** Trustee Breidenthal asked for a motion to move to Executive Session. For matters pertaining to Real Estate information and consultation with College Attorney. No vote to be taken upon return to open session. Trustee Rios motioned to move in to Executive Session at 10:31 a.m. with a 5 minute passing time. Trustee Daniels seconded. At this time, College Attorney, Theresa Mata suggested Executive Session be put on hold until Chairman Wendell Maddox returns. Trustee Ash motioned to hold recess to Executive Session. Trustee Rios seconded and the motion carried. At 10:45 a.m. Chairman Maddox returned to campus and resumed Board Meeting business. Trustee Breidenthal motioned to recess to Executive Session for the purpose as stated above. Trustee Townsend seconded and the motion carried. Executive Session began at 10:52 with five minutes for passing time. At 11:25 a.m., Executive Session ended.
- 12) **Unfinished Business:** As there was no unfinished business, Chairman Maddox asked for a motion to adjourn. Trustee Daniels motioned to adjourn. Trustee Rios seconded and the motion carried.

The meeting of the Board of Trustees adjourned at 11:28 a.m.

ATTEST:

Chairman

Secretary