

CONSENT AGENDA - #A
Minutes of August 16, 2016

Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
August 16, 2016
9:00 A.M.

BUDGET HEARING (9:00 a.m.)

- 1) **Call to Order and Pledge of Allegiance led by Chief Greg Schneider**
 - 2) **Roll Call:** Roll Call indicated all seven Trustees present: Trustees Ash, Breidenthal, Brown, Daniels, Maddox, Rios, and Townsend. Administration on the dais were: Dr. Givens, President, Dr. Lindahl, CFO-COO and Dr. Walker, Interim V-P for Academic Affairs.
 - 3) **Audience to Patrons and Petitioners:** Chairman Maddox asked for Patrons and/or Petitioners wishing to address the Board regarding the proposed 2016-2017 Budget. Hearing none, Chairman Maddox asked approval of the Budget.
 - 4) **Approval of the 2016-2017 Budget:** Trustee Rios moved to approve the 2016-2017 Budget. Trustee Townsend seconded and the motion carried.
 - 5) **Adjournment:** Chairman Maddox called for a motion to adjourn the Budget Hearing. Trustee Ash moved to adjourn. Trustee Townsend seconded and the motion carried. The public Budget Hearing adjourned at 9:10 a.m.
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REGULAR MEETING (9:10 a.m.)

- 1) **Call to Order**
- 2) **Roll Call:** Roll Call indicated all seven Trustees present: Trustees Ash, Breidenthal, Brown, Daniels, Maddox, Rios, and Townsend. Administration on the dais were: Dr. Givens, President, Dr. Lindahl, CFO-COO and Dr. Walker, Interim V-P for Academic Affairs.
- 3) **Approval of Consent Agenda:** Chairman Maddox called for approval of the Consent Agenda. Trustee Rios moved to approve the Consent Agenda with the H.R./Personnel Amendments. Trustee Townsend seconded and the motion carried.
- 4) **Audience to Patrons and Petitioners:** Seeing none, Chairman Maddox moved to Communications.

5) Communications: Dr. Givens:

- Asked visitors from 38 The Spot to come to the podium. Austin Gardner and Taylor Shaw introduced themselves with Mr. Gardner speaking briefly about the partnership between 38 The Spot and KCKCC. Mr. Gardner presented a power point review to recap what 38 The Spot is doing to showcase KCKCC within the community. Mr. Gardner reported that, in an effort to assist with enrollment, their T.V. spots target a younger audience with an age range of 18-35. The re-cap of their presentation reiterated their goal and partnership with KCKCC as well as their recent commercial showcasing KCKCC programs.
- Read several letters of appreciation for donations made by the KCKCC Library (the Learning Commons); read a congratulatory letter from Zoe Gruber, Director of Workforce Training & Education Kansas Dept. of Commerce; and a press release regarding the KCKCC Vocal Jazz Choir performing at the American Choral Directors Association, March 8-11, 2017, in Minneapolis.
- Chairman Maddox congratulated Trustee Donald Ash for having received the President Obama's Award for Volunteerism from United Way of Wyandotte County. Trustee Ash is the Chairman for WyCo United Way. Trustee Ash said he was, "Humbled and pleased to be recognized." Being no further Communication, Chairman Maddox asked for the President's Report.

6) President's Report: Dr. Givens:

- Introduced Dr. Baz Abouelenein. Dr. Abouelenein presented two Blue Devil Do-er Awards. The first to Debra Newton, Circulation Clerk from the Learning Commons, for leading the commitment and being the driving force for innovation for the Learning Commons. The second to receive the award was Darryl Kline, from Building & Grounds for his hard work, leadership and compassion, and attention to detail for his work at the Learning Commons.
- Dr. Abouelenein gave an update on the Learning Commons saying that the move from Library to Learning Commons would be more student centered with emphasis on tutoring, tech support, and access to TRIO Grant Scholarship information, Academic Research Center, technical assistance and general research. Debra Newton talked of the library staff being excited to have the TRIO SSS Office and the ARC (Academic Resource Center) located in the Learning Commons and looking forward to the completed transition. Clara Bolton, part-time librarian, talked about the current circulation system being outdated and not student-friendly and said the library website was, "So-so." Ms. Bolton said that with a new system and software program it would be much more efficient for students, whether checking out materials or doing research. Dr. Abouelenein talked about one of the programs being considered for the new circulation system is Ex Libris Alma. The system is currently in use in 757 institutions with over 20,000 staff using the system. Dr. Abouelenein said, "This system does everything the current one does not." All librarians can login to run endless reports. It can also align with college data systems. Dr. Abouelenein introduced Mr. Dave Hemmingway Turner, Ex Libris representative. Mr. Turner reported that there are currently 757 institutions currently using the Alma system which represents approximately 20,000 library staff. Mr. Turner continued with an indepth report on the Ex Libris Alma library system. Trustee Daniels asked if there were language options with Dr. Abouelenein's response being, there are, and the system also has the ability to migrate current data at the library into the new system. Trustee Rios asked what other software had been researched with Dr. Abouelenein's response being that this was still in the research phase.

- Dr. Abouelenein introduced Matt Fowler, KCKCC web designer. Mr. Fowler gave a brief presentation on a new program called, Campus Bird. Campus Bird is a digital campus map that shows different areas of the campus but also indicates room as well as the walking directions. Trustee Rios asked about “blind spots” with regard to Wi Fi on campus. Dr. Abouelenein responded that locations have been added where this will no longer occur.
- Dr. Jelena Ozegovic, CTE (Center for Teaching Excellence) Director reported on the Center being located in the Learning Commons and that the center will be utilized for learning assessment, academic discourse, professional learning and will contribute to student success and morale. Dr. Givens reported that the Center for Teaching Excellence would give teachers a chance to grow and move on to the next level, should they so choose.

Dr. Givens asked approval for her report. Trustee Rios moved to approve the report. Trustee Breidenthal seconded and the motion carried.

Chairman Maddox stated that he was going out of order and moving directly to item #8 on the Agenda, Miscellaneous – Executive Session. Chairman Maddox asked for a motion to move to Executive Session for a period of one hour with a five minute transition. Trustee Rios moved to go into Executive Session for a period of one hour for consultation with legal counsel on a matter protected by attorney-client privilege. Trustee Breidenthal seconded and the motion carried. The recess for Executive Session began at 10:40 a.m. Members of the Board of Trustees returned to open session at 11:36 a.m.

- 7) **Interim VP for Academic Affairs:** Dr. Cherilee Walker (1) reported on the two new pilot programs in Developmental Ed. under the tutelage of Dr. Givens and thanked the two new colleagues in Enrollment Management Division for their assistance. Dr. Walker stated that they’re working on assembling a collaborative team quickly! (2) Dr. Walker reported on the MOU with Basehor-Linwood regarding SB155. Dr. Walker reported that this program would allow the college to “transcript” those high school students, taking classes at the College, and be able to reimburse the respective high schools. This had been difficult to do previously.

Trustee Daniels stated that he was looking forward to hearing more about the MOU. Chairman Maddox asked approval for Dr. Walker’s report. Trustee Rios moved to approve the report. Trustee Townsend seconded and the motion carried.

- 8) **CFO/COO Report:** Dr. Lindahl reported on the Enrollment – Admissions Division and the streamlining of the enrollment process. Dr. Lindahl introduced Dr. Delfina Wilson, Dean of Enrollment Management Division and Student Services and Dr. Stephen Terry, Associate Dean of Enrollment Management Division. Dr. Stephen Terry presented a power point including data for enrollment and offered how they would be working on increasing enrollment and growing the graduation rate but would also meet with students who are withdrawing to see “how did we do?” Recruitment will be taking place throughout campus. Dr. Terry reported they would be working on the “barriers” for students trying to enroll and streamline the process. Trustee Rios asked what the timeline is for receiving an enrollment report with Dr. Terry responding that Dashboard would be up and running by December and would have a report for the BOT at the December meeting. Dr. Wilson reported on the campus-wide involvement to make phone calls to students who had started their enrollment process and neglected to complete it, or students who did not return for the fall semester. Dr. Wilson reported that, as a result of those phone calls, many of the students did complete the enrollment process. Dr. Wilson stated that Enrollment Management Division

was working on speeding up the admission process. Dr. Wilson stated that, by moving Student Services and Enrollment closer together, the students know that any of the services they need would be within close proximity. Dr. Terry reported that one of the items Enrollment Management is working on is speeding up the process for students to find out if they have been accepted. Much of the current process is done manually, which slows the process. The goal is to have this done via online processes.

Dr. Lindahl reported that there would be a Celebration Opening of the Softball Field on October 22nd with a KCKCC Alumni game played as part of the celebration. Members of the KCK Chamber would be invited. Dr. Lindahl asked approval for her report. Trustee Ash moved to approve the report. Trustee Townsend seconded and the motion carried.

- 9) **Unfinished Business:** Trustee Rios moved to accept the settlement agreement on the lease property lawsuit: *I move that the Board accept the Settlement Agreement and Release proposed to resolve the lawsuit filed by Development, Inc. against KCKCC in the District Court of Leavenworth County, KS.* Trustee Daniels seconded and the motion carried.

Chairman Maddox read Resolution 2104, as directed by the Kansas Legislature with the passing of HB 2104, directing the term limit extension for all K-12 and Secondary School Board members to the following:

Extending the term limit from June 2017 to December 2017 for: Trustees Breidenthal, Maddox and Rios.

Extending the term limit from June 2019 to December 2019 for: Trustees Ash, Brown, Daniels and Townsend.

Chairman Maddox called for a motion to approve the passing of the Resolution. Trustee Rios moved and Trustee Townsend seconded. Motion carried.

Chairman asked if there was any other unfinished business. Hearing none, Chairman Maddox called for a motion to adjourn. Trustee Rios moved and Trustee Brown seconded. Motion carried.

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

ATTEST: _____
Chairman

Secretary