

**Kansas City Kansas Community College  
Minutes of the Board of Trustees Meeting  
February 21, 2017**

**CONSENT AGENDA - #A**

**Meeting Minutes**

- 1) **Call to Order:** The meeting of the Board of Trustees was called to order by Chairman Rios at 9:02 a.m., followed by the Pledge of Allegiance led by Dr. Ed Kremer.
- 2) **Roll Call:** Indicated the following in attendance: Trustees Ash, Breidenthal, Brown, Daniels, Maddox, and Rios. Administration present: Drs. Givens, Lindahl, and Walker.
- 3) **Agenda:** Chairman Rios called for acceptance of the Agenda. Trustee Daniels moved and Trustee Breidenthal seconded. The **Motion Carried.**

Chairman Rios called for a motion to accept, with much reluctance and regret, the resignation of Trustee Clyde A. Townsend. Trustee Ash moved and Trustee Breidenthal seconded. The **Motion Carried.** Trustee Ash asked to recognize Mr. Townsend's long service to the Board of Trustees and thank him for serving. Trustee Daniels reiterated Trustee Ash's sentiment and suggested a letter of appreciation be sent to Mr. Townsend.

- 4) **Consent Agenda:** Chairman Rios called for a motion to accept the Consent Agenda. Trustee Breidenthal moved and Trustee Brown seconded. The **Motion Carried.** Trustee Maddox asked about the Committee Assignments list that was included in Trustee materials. Chairman Rios responded that it could be addressed under Committee Reports.

Trustee Ash thanked Trustees Maddox and Breidenthal for their two plus years of service as Chairman and Vice-Chairman of the Board of Trustees. Trustee Maddox said he was delighted to have served and thanked the Board as did Trustee Breidenthal.

- 5) **Audience to Patrons and Petitioners:** Chairman Rios asked if there was anyone wishing to address the Board. Seeing none, Chairman Rios moved to the next order of business.
- 6) **Student Senate Report:** There was no Student Senate report for the February Board Meeting as the students were attending a Student Senate Conference in Baltimore, MD.
- 7) **Communications:** Dr. Givens introduced:
  - Dr. Stacy Tucker, Phi Theta Kappa and Honors Program Director. Dr. Tucker asked the two students, who received honors and recognition at the PTK All-Academic Team Recognition and Luncheon in Topeka, Thursday, February 16, 2017, to stand to be recognized. Jared Gatson is a Pre-Nursing major and will graduate in May with an Associate of Science degree. He plans to attend Washburn University in the fall. Jared thanked the Board for the opportunity to represent PTK in Topeka and for the many

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opportunities he has had, as a student, at KCKCC. Heaven Hanson is a Forensic Chemistry major and will graduate in May with an Associate of Science degree. Heaven plans to attend Wichita State University in the fall majoring in Forensic Science. Heaven thanked the Board of Trustees as well and said it was an honor to represent PTK and KCKCC in such a positive way. Both Jared and Heaven were named to the All-Kansas Academic Team for 2016-2017 and both were honored at the luncheon and during the Kansas State Capital visit. They were the only two students to receive the Certificate of Academic Accomplishment presented by Representatives Valdenia Winn and Broderick Henderson.

- Dean Cliff Smith introduced the two students who, recently, won the Skills USA Award. Cassandra Puletapuai and Brenda Simmons-Hood spoke about their awards, professions, and what the award means to them. Both Cassandra and Brenda are KCKCC Skills USA officers and will be traveling to Washington, D.C for a leadership conference.
- Dean Cliff Smith introduced Chef Cheryl Runnebaum who spoke of the recent awards received by Chef David Roth and Kelly Jenkins. Both won the 2016 ACF Award (American Culinary Federation). Chef Cheryl Runnebaum introduced Chef Richard McPeake. Chef McPeake received the ACF Chef of the Year Award at the Annual ACF Kansas City Chefs' Association Dinner and Awards, January 22<sup>nd</sup>. Chef McPeake stated that the KCKCC Culinary Program is rated in the top five Culinary Schools in the state of Kansas. Chef Runnebaum introduced culinary student John Moses, who had recently worked as a sous chef at the 2017 Women's fair at the Hyatt Regency Hotel in Wichita, KS. Chef Runnebaum introduced Chefs Justin and Kelly who had recently competed, with five local high school students, at the JCCC Culinary Event of high school students. Both groups won gold medals for Best Entrée and Best Dessert.
- Dr. Givens introduced Dr. Ed Kremer who asked full-time biology instructor, Alphonse Mendy, to talk about the Bio-Manufacturing Program Grant and the high school students it affects. Mr. Mendy asked Zuma Perez, former Saturday Academy instructor and high school district coordinator of the Diploma Plus program to address the significance of the grant. Ms. Perez reported that through the partnership of hands on learning and year-long classes, the Bio-Manufacturing Grant affords students the ability to obtain internships with bio-manufacturing companies. Ms. Perez presented high school students, Tony Shields and Chrystal Pesina. Both spoke of how they are benefiting from the grant partnership and of their aspirations for the future.
- Dr. Givens introduced Shai Perry, who gave an update on the Art Gallery and the next art exhibit and artist to be featured, Michael Young.
- Dr. Givens read an Alcoholic Liquor Resolution for the Jazz Cabaret Show, Thursday, March 23, 2017 in Upper Level Jewell. Chairman Rios called for a motion to approve the Resolution. Trustee Brown moved and Trustee Ash seconded. The **Motion Carried**.

8) **President's Report:**

- Read letter from Christian Ramirez, Legislative intern to Senator Pat Pettey, and on behalf of Senator Pettey, thanking Dr. Givens for her testimony regarding the policy of concealed carry.
- Read letter from The National Center of Education Statistics (Dept. of Education) extending appreciation to Shazia Siddiqua, Institutional Effectiveness, for her early response returning required IPEDS data information.
- Read letter from KBOR notifying KCKCC that a 2017 Technology Internship Grant application, submitted by Gena Ross, instructor at the Pioneer Career Center, has been approved in the amount of \$3,000.00. Ms. Ross also had received a letter from President Obama thanking her for the letter she submitted to the White House.
- Read letter from Gateway Sports Village, notifying that a “first-of-its-kind, \$300+million project is coming to the Kansas City area this spring.
- Read letter of appreciation from Larry Hisle, Executive Director at the Greater Kansas City Federal Executive Board for Dr. Givens’ presentation at the Martin Luther King, Jr. Celebration, January 11<sup>th</sup>.
- Reminded those attending of Mayor Holland’s State of the Government Address, February 28<sup>th</sup> at 11:00 a.m. at the Reardon Center.
- Reported on the fall, 2016 progress of former KCKCC students currently enrolled at Emporia State University. Dr. Givens asked Dean Tiffany Bohm to share the data with the Board. The percentage of KCKCC students in good standing is 95.60%.
- Asked Athletic Director, Tony Tompkins, to share the academic progress of student-athletes. Mr. Tompkins reported that student-athletes, in all eight sports combined, attained an all-time high GPA of 3.23 for the fall semester. Mr. Tompkins said this is the highest overall GPA since academic records have been recorded.
- KCKCC is collaborating with NextStepKC and United Way of Greater Kansas City to offer free tax preparation. The service was effective February 1<sup>st</sup> and is available to tax payers with income of less than \$54,000/year.
- Will be working with St. Mary President, Dr. Diane Steele, to create a President-to-President Bridge Scholarship effective with the fall 2017 semester.
- Reported that, during the annual inspection, the Childcare Center encountered “0” violations. Director Erica Ritter reported that, in her 18 years in Early Childhood Education, this is the first time she has experienced 0 violations.
- Reported on being invited to judge at the Kansas Youth of the Year Program, Monday, March 6<sup>th</sup> at the Washburn Institute of Technology in Topeka. This year’s celebration will honor outstanding Boys & Girls Club of America members who represent affiliated youth centers on military bases from across the state of Kansas.
- Stated that Board Trustees need to schedule a date for Title IX training. Trustees also need to get updated Board Effect training as well as an iPad update. Dates for both to be determined but before the next Board meeting, March 21<sup>st</sup>.

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Chairman Rios called for a motion to approve the President’s Report. Trustee Daniels moved and Trustee Breidenthal seconded. The **Motion Carried.**

9) **Vice-President for Academic Affairs Report:**

- Dr. Walker reported that several faculty and Dr. Kremer met with students regarding the Criminal Justice Program and support of the STEM Program.
- Dr. Walker reported that members of PTK have, as part of their community service project, assisted with testing for bone marrow matching.
- Asked Dr. Ed Kremer to report on the Health Professions Articulation Agreement with an Associates of Arts degree in Criminal Justice. Dr. Kremer reported that this gives growth opportunities for high school students at the Pioneer Career Center as well as the partnerships with Wyandotte, Tonganoxie, Turner High Schools as well as others in the area. Dr. Kremer reported that with SB 155, criminal justice courses will be offered tuition free to high school students.

Chairman Rios called for a motion to approve the 2017-2018 Academic Calendar. Trustee Breidenthal moved to approve and Trustee Ash seconded. The **Motion Carried.**

Chairman Rios called for a motion to approve the 2018-2019 Academic Calendar. Trustee Daniels moved to approve and Trustee Brown seconded. The **Motion Carried.**

Chairman Rios called for a motion to approve the following new Academic Programs:

- Exercise Science – EXSC-0148 & EXSC-0149: Trustee Daniels moved and Trustee Breidenthal seconded. The **Motion Carried.**
- Firefighter I – FRSC-0100: Trustee Daniels moved and Trustee Ash seconded. The **Motion Carried.**
- Paramedic Program: Trustee Brown moved and Trustee Breidenthal seconded. The **Motion Carried.**
- Automotive Technology: Trustee Daniels moved and Trustee Breidenthal seconded. The **Motion Carried.**
- Mobile Application Development: Trustee Brown moved and Trustee Ash seconded. The **Motion Carried.**

Chairman Rios called for a motion to approve the 2017-2018 Special Class Fees. Chairman Rios stated that the Finance Committee has reviewed the fees and recommends approval. Trustee Breidenthal moved and Trustee Brown seconded. The **Motion Carried.**

Chairman Rios called for a motion to approve the Report of the VP-AA. Trustee Daniels moved and Trustee Ash seconded. The **Motion Carried.**

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#### 10) Chief Financial/Operating Officer Report:

- Dr. Lindahl asked Dr. Stephen Terry, Assistant Dean of Enrollment Management, to give an enrollment update. Dr. Terry reported that spring 2017 credit hours have increased 2.15% from spring 2016 and that the five-year downward enrollment has stabilized. Dr. Terry stated that the fall 2017 credit hours are projected to increase 2.00% and that high school partnerships are up 37% from spring 2016.
- Dr. Lindahl reported that Express Enrollment weekend was successful.
- Reported on the positive operations for the Bookstore.
- Reported on continued construction and the report of the architect's proposal for changes to the entryway.
- Reported that Spring Break is the target date for completion of the Admissions Office remodeling.
- Discussion on ACT Score Policy Change. Chairman Rios asked that there be "rationale" for the composition score being a minimum of 20 when the comparison to other community colleges in the area is an average of 18. Dr. Terry reported that successful completion of COMP I for students who scored 18 and above on the English portion of the ACT and students who scored 20 or above on the ACT was not of a significant difference at less than .55% for successful completion.
- Chairman Rios stated that Finance Committee had reviewed the Finance Report and that the report addresses state funding cuts as well as the guns on campus....Concealed Carry law.

Chairman Rios called for a motion to approve the Finance Report. Trustee Maddox moved and Trustee Breidenthal seconded. The **Motion Carried.**

Chairman Rios called for a motion to approve the Report of the CFO/COO. Trustee Daniels moved and Trustee Ash seconded. The **Motion Carried.**

#### 11) Committee Reports:

- Trustee Daniels reported that a Policy Committee meeting will be scheduled for later in March
- Trustee Maddox reported on his, and Trustee Brown's, recent trip to Washington, D.C. for the 2017 ACCT Legislative Summit. Trustee Maddox reported that they were able to meet with all three legislators for Kansas, Senators Pat Roberts and Jerry Moran. Trustee Maddox stated that they, unfortunately, were not able to meet with Congressman Kevin Yoder. Trustee Maddox gave highlights of information received on the Pell Grant Program stating (1) There was still talk of reinstating year-round Pell Grants, (2) Allowing students to receive Pell Grants for 14 full-time equivalent semesters, (3) Protecting the Pell Grant surplus and utilize surplus funds to reinvest in the program, (4) To fully reinstate eligibility for ability-to-benefit students, and to (5) Allow additional access to Pell Grants for short-term workforce-oriented programs.
- Dr. Givens called on Dr. Jelena Ozegovic to give a report on the Center for Teaching Excellence (CTE). Dr. Ozegovic reported that there had been 203 interactions with faculty in the last six weeks for

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Blackboard training. Dr. Ozegovic reported the Academic Symposiums will begin with the February 28<sup>th</sup> presentation by English Professor Tom Weis titled, “A Discussion of Economic Displacement of Small Family farms in America and the Possible Consequences for City Dwellers.” Dr. Aaron Margolis, Assistant Professor of History will make a presentation titled, “Shifting Waters: International Borders, Conflict, and Cooperation.” Trustee Breidenthal questioned how the organization advocates against “guns on campus.” Trustee Daniels asked how adjuncts relate to the Center for Teaching Excellence. Dr. Ozegovic stated that training is currently for full-time adjuncts, per HLC requirements, but that adjuncts will also be trained. Trustee Daniels asked what percentage of courses are taught by adjuncts.

At this point Trustee Daniels moved that the Agenda be Amended to include, under New Business, filling the vacancy of recently resigned trustee Mr. Clyde Townsend, at a Special Meeting of the Board of Trustees, March 10<sup>th</sup> 9:00 A.M. Trustee Daniels requested that this meeting be posted and that the appointment be made at the March 21<sup>st</sup> Regular Meeting of the Board of Trustees. Trustee Ash seconded and the **Motion Carried.**

Chairman Rios asked for a motion to approve the acceptance of the Notice of Publication for the acceptance of those interested in interviewing to send in their letter of interest and resume. Trustee Breidenthal moved and Trustee Ash seconded. The **Motion Carried.**

- 12) **Miscellaneous:** Chairman Rios asked for a motion to move into Executive Session for the following: :
- (1) to discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed;
  - (2) for consultation with college attorney on a matter protected by the attorney-client privilege to protect the board’s position in administrative proceedings,
  - (3) to discuss actions that might favorably or adversely affect the employees to protect the privacy interests of the individual(s) to be discussed with no action to follow. Chairman Rios asked Dr. Givens to suggest the length of closed session. Dr. Givens suggested 40 minutes. Trustee Ash moved to go into Executive Session at 11:24 a.m. with a five minute transition. Trustee Breidenthal seconded and **Motion Carried.**

At 12:17 p.m. the Trustees needed to move back to Executive Session to continue with the college attorney. Trustee Ash moved to go back into Executive session for a period of up to 40 minutes. Trustee Brown seconded and the **Motion Carried.**

At 1:08 p.m. the Trustees returned from Executive Session and, being no further unfinished business, Chairman Rios asked for a motion to adjourn. Trustee Breidenthal moved and Trustee Brown seconded and the **Motion Carried.**

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The meeting of the Board of Trustees adjourned at 1:09 P.M.

ATTEST: \_\_\_\_\_

Chairman

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Secretary