

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

CONSENT AGENDA - #A

Meeting Minutes

- 1) **Call to Order:** Chairman Rios called the meeting to order and asked everyone to stand for the Pledge of Allegiance.

- 2) **Roll Call:** Roll call indicated the following Trustees present: Ash, Breidenthal, Brown, Daniels, Maddox, and Rios. Administration present were: Drs. Givens, Lindahl and Walker.

- 3) **Agenda:** Chairman Rios called for a motion to approve the Agenda including the Amendment of #11, the Chief Financial Officer's report. Trustee Ash moved to approve and Trustee Maddox seconded. The **Motion Carried.**

Chairman Rios called for a motion to approve Mr. Tyrone A. Garner to fill the vacancy of former Trustee, Mr. Clyde A. Townsend. Trustee Ash moved to approve and Trustee Maddox seconded. The **Motion Carried.** Chairman Rios stated that Mr. Garner would be sworn in at the April 18, 2017 BOT meeting.

- 4) **Consent Agenda:** Chairman Rios called for a motion to approve the Consent Agenda:
Item #A Minutes of the February 21, 2017 Board Meeting,
Item #A1 Minutes of the March 10, 2017 Special Board Meeting
Item #B Recommendations for Payment
Item #C H.R./Personnel Actions
Trustee Daniels moved to approve and Trustee Breidenthal seconded. The **Motion Carried.**

- 5) **Audience to Patrons and Petitioners:** Chairman Rios called for anyone wishing to address the Board of Trustees. Seeing or hearing none, he moved to the next order of business.

- 6) **Student Senate Report:** Andrica Wilcoxon, Student Activities Director, reported on behalf of the Student Senate President and Vice-President. Several of the highlights from their report:
 - Success of the students' conference in Baltimore, MD
 - Hosting of Mayor Mark Holland – approximately 60 students participated along with students in F.B.O.E. Very successful event.
 - Legislative Town Hall - 9 of the 10 legislators were on campus to address students and answer questions
 - Student Senate meeting will be Wednesday, March 29th at 12:15 p.m. in Lower Level Jewell
 - Blood drive at Pioneer Career Center on Thursday, March 30th
 - Legislative Town Hall meeting at PCC on Tuesday, April 11th
 - Voter registration – May 1st

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- Spoke of the Student Activities campaign, #Our Story. Through this campaign, the students are able to express why, or why not, they approve of the Conceal Carry law and their feelings of why, or why not, to carry guns on campus.
- March 30th is a blood drive at the Pioneer Career Campus.
- The next Legislative Town Hall meeting will be held at the Pioneer Career Campus on April 11.
- Voter registration will be held May 1 in Lower Level Jewell.
- End of year bash will be a poetry slam.

Chairman Rios requested Ms. Wilcoxon pass along to the students his appreciation for all they do. Chairman Rios asked if there were resources to help students cope with the Conceal Carry policy. Ms. Wilcoxon stated that they were working collaboratively with Campus Police on Alice Training and the Student Advocacy Center. Trustee Daniels asked what the follow-up would be for having attended the convention. Ms. Wilcoxon stated that those students, who attended the convention, were asked to write a “reflection paper.” Ms. Wilcoxon stated that Roger Suggs was great in making sure that students continued with what was learned during the convention as well as with the Legislative Town Hall. Trustee Daniels also said that “being involved with the legislators needed to be ongoing.”

7) **Communications:** Dr. Givens introduced the following:

- Dr. Ewa Unoke, and students involved with Students for Global Peace, reported on their recent trip to San Francisco. The students received Certificates of Achievement for their performance in the 21st Annual Model United Nations Conference at the University of California, Berkeley. Dr. Unoke was awarded a Certificate of Dedication in recognition for his excellent mentorship. The students involved are: Dominique Fouse, Ryan Sang, Auriana McConnell, Marisol Salinas, Sharita Hayward, Ohe Oviawe, Benjamin Miller and Maggie Lewis.
- Alicia Hooks, Executive Director of Entrepreneurship, reported on her vision for the Entrepreneurship/Workforce Center. Ms. Hooks spoke of the recent meeting she and Dr. Givens had in Topeka with the Secretary of Commerce and Labor, Mr. Antonio Soave. At the meeting, Mr. Soave spoke of the KCKCC Workforce Center being a business model for the entire state of Kansas. Ms. Hooks stated the Entrepreneurship College is changing the way of thinking about Workforce and career assessment on all KCKCC campuses with those staff members “working together as a team.” Ms. Hooks introduced those “team members:” Alexis Gatson, Paul Hancock, Ashley Irvin, and Lisa Harris. Each gave a brief presentation of what their specific jobs entailed. Ms. Hooks thanked Dr. Givens for her vision of what an entrepreneur college can be.
- Dr. Stacy Tucker, PTK/Honor Students Director. Dr. Tucker reported on the students who had, recently, been honored at the Kansas/Nebraska Regional. Those students are Alex Ortiz, Heaven Hanson, Evelin Villagrana, and Matt Mumau. The following awards were presented to the KCKCC PTK Chapter: Yearbook Award, Service Award, Great Idea Award, Sister Chapter Butler County Community College, and Five Star Chapter Award. Dr. Tucker reported that the Five Star Chapter Award is

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presented at the highest level of membership. Alex Ortiz received the Distinguished Member Award. The PTK induction is Friday, March 24th.

8) **President's Report:** Dr. Givens reported on the following:

- Dr. Givens was presented with the Public Advocate of the Year Award on behalf of the Debate Team having won the 2017 C.E.D.A. (Cross Examination Debate Association Award). This award was presented to Dr. Givens in recognition of her stand with the faculty of KCKCC on retaining tenure.
- Mr. Antonio Soave, Secretary of Commerce and Labor, was the guest speaker at the recent KCK Chamber, Congressional Forum. Mr. Soave mentioned KCKCC many times in his speech to those in attendance. Dr. Marisa Gray stood up and stated that Mr. Soave, specifically, mentioned that Dr. Givens was someone he looked up to for her entrepreneurship vision for KCKCC. Dr. Givens stated, "It's a good time to be at KCKCC!"
- Dr. Givens reported on the March 15 Council of President's meeting in Topeka. Dr. Givens stated that she, Chairman Rios, and Trustee Donald Ash were participants in dinner with the KBOR. Dr. Givens stated, "This was the best dinner with the KBOR since I have been president at KCKCC."

Chairman Rios asked for a motion to approve the President's report. Trustee Daniels moved to approve the report and Trustee Brown seconded. The Motion Carried.

9) **Interim Vice-President for Academic Affairs Report:** Dr. Cherilee Walker reported as follows:

- Mr. Jerry Pope, Interim Dean of Arts and Humanities, gave an update on the rationale for ACT scoring. Mr. Pope stated that it was the suggestion of the Deans' Council to lower the score from 23 to 20. Chairman Rios stated that, with the majority of colleges having a score of 18, he didn't understand the rationale of 20 and that he "will not vote for a score of 20." Trustee Daniels asked, referring to approval, if this had passed all Senates or is it now at Board level? Dr. Jelena Ozegovic stated that the policy had been approved through College and Faculty Senate. Trustee Daniels asked again if the policy was at Board level and if Student Senate had been involved with approval. Student Activities Director, Andrica Wilcoxon, stated that Student Senate had not been involved but that it would be good to discuss in the Student Senate meeting on March 29th and then it could go back to College Senate. Chairman Rios suggested a timeline of *first read* at the April 18th BOT meeting. Trustee Daniels suggested a vote be taken at the May 16th BOT meeting.
- Dr. Ed Kremer gave an update on the Prep-KC Program. Dr. Kremer reported that the focus of Prep-KC lately has been more on engineering. Dr. Kremer stated that the Career Academy, while a good experience for students, doesn't seem to be having a good impact. Dr. Kremer stated that Prep-KC is partnering on how to serve students - best initiatives, etc., concentrating on their associates at the community college level and encouraging them to complete their engineering degree. Prep-KC works with industries and Workforce Development in coordinating and finding jobs for students who have completed their engineering degrees. Trustee Daniels, who is on the Prep-KC Board, stated that they have been working on diversification and keeping the lines of communication open with the school

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district. Trustee Daniels further stated that Prep-KC recognizes the value of community colleges and has great credibility in the industry for assisting college students.

- Marcia Irvine, Assistant Director at the Pioneer Career Center, gave an update per Chairman Rios' questions at the February Board of Trustees meeting. Ms. Irvine presented a Power Point of the construction and facilities update taking place at the PCC. Ms. Irvine thanked Paul Hemmerla, Asst. Professor of Art and Thomas Besgrove, Asst. Professor in Humanities for bringing their students to PCC to display their art work in the new cases. Ms. Irvine reported that there were ten students, in the Discipline Barracks at Ft. Leavenworth, who would be graduating with honors that afternoon. Ms. Irvine thanked Ms. Alicia Hooks for assisting with the Resume Start-up program and Cliff Smith for his assistance. She finished her update with the announcement of the upcoming College Fair at PCC for middle school students.

Chairman Rios asked for motions for Board approval of new programs recently submitted and approved by the Academic Policies Committee:

- (1) Computer Engineering Technology (Web emphasis)–AAS. Trustee Maddox moved and Trustee Breidenthal seconded. **The Motion Carried.**
- (2) Computer Software Technology technician–AAS. Trustee Ash moved and Trustee Daniels seconded. **The Motion Carried.**
- (3) Computer Systems Networking & Telecommunications–AAS. Trustee Breidenthal moved and Trustee Daniels seconded. **The Motion Carried.**
- (4) Cybersecurity Certificate. Trustee Ash moved and Trustee Brown seconded. **The Motion Carried.**
Trustee Maddox asked, due to the rapid changes in security and technology, how comprehensive is this certificate? Dr. Baz Abouelenein addressed Trustee Maddox's question by responding that this is a new certificate at KCKCC and many, in light of ongoing issues in the country, are looking to the country standards. Dr. Baz stated that, whoever goes through this program, the certificate would allow that person to go on for a 4-year degree in cyber-security with a government agency.
- (5) Bio-manufacturing – AAS & Certificate. Trustee Maddox moved and Trustee Breidenthal seconded. **The Motion Carried.**
- (6) Police Science – AA. Trustee Breidenthal moved and Trustee Ash seconded. **The Motion Carried.**

Chairman Rios asked for approval of the Interim VP–AA report. Trustee Brown moved and Trustee Maddox seconded. **The Motion Carried.**

10) **Chief Financial/Operating Officer Report:** Dr. Lindahl reported as follows:

- Marie Branstetter, Budget Officer, gave an update on the budget. Ms. Branstetter stated that, according to the *Viability Ratio Calculation* chart, as presented to the Finance Committee, the CFI scores in the 2+ range indicate a strong position. Those considered above average are in the 3.0 and

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above range. The totals are garnered by combining the *Primary Reserve Ratio*, *Net Operating Revenue Ratio*, *Return on Net Assets Ratio* and *Viability Ratio*.

- Tami Bartunek gave an update on the Foundation. Ms. Bartunek reported that two of the newest sponsors of the 2017 Mid-American Hall of Fame Awards & Scholarship Event are Mechanical Sales of the Midwest and Providence Hospital. Providence Hospital has invited an alum of KCKCC to sit at the hospital sponsored table. Ms. Bartunek reported on a March 11th fundraising event at Charming Charlies at The Legends with a portion of the sales being donated to the college. Ms. Bartunek reported that the auction for three *premium* parking spots, one at the main campus, TEC and PCC, now totals \$255.00. Ms. Bartunek reported on the recent *Big Mac Drop* on the main campus and of the corporate agreement between McDonald's and KCKCC to be an official college sponsored partner for a student scholarship. Ms. Bartunek reported that from January 1st to today (March 21st) the overall income to the Foundation is \$174,000 and Hall of Fame totals of \$101,070.00. Ms. Bartunek stated that her goal is still \$200,000. She reminded everyone of the Mid-America Hall of Fame event on Saturday, April 15th at 6:00 p.m. and listed a number of auction items. The formal announcement of the auction winners will be next week.
- Mary Dorr, Director of the Financial Aid Office, gave an update. Ms. Dorr reported that the Pell Grant disbursement had gone down and that it coincides with the enrollment numbers. Ms. Dorr reported that the amount of money received for Pell Grants will slightly increase, up to \$105.00 next year. Reported that KCKCC is above the national average for the number of low income students receiving Pell funds. Reported that the national default rate for student loans is 10%. The number of KCKCC students requesting financial aid is higher than the national average. Trustee Daniels asked how the Financial Aid office determines how much is loaned to a student. Ms. Dorr reported that, by Federal law, they may not limit the amount to what students request but the limit is no more \$10,500.00 for students enrolled in 6 credit hours. The consensus of some is that half-time students should be limited to the amount of their request but Ms. Dorr stated that they "don't package student loans." Students must ask for the amount they think they need. She did state that there are counselors to work with students to help them budget the amount of funds they request. Ms. Dorr reported that the Pell Grant funds will be decreased the year after next.
- Dr. Lindahl stated, in reference to the spring 2017 Enrollment Report and the Strategic Enrollment Management Report, that the head count for spring 2017 is up 5% and credit hours are up by 3%. Trustee Daniels requested that Dr. Stephen Terry give an enrollment report at the April BOT meeting. Dr. Lindahl asked approval of her report. Trustee Breidenthal moved and Trustee Ash seconded. The **Motion Carried.**

In reference to the Amendment to the Agenda, #11 of the CFO/COO's report, Chairman Rios asked for a motion to approve the request to close the KCKCC Child Care Center on May 30th. Chairman Rios stated that the Center has a -\$1.8 million fund balance and an annual loss of \$466,000 and that the Finance Committee had reviewed and approved the request. The Child Care Center is currently serving 26

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students. Trustee Daniels stated that, "It is a hard vote to close the Center but, with the current financial situation, it seems the best thing to do." Trustee Breidenthal stated that the college will continue to promote other child care centers in the area.

Chairman Rios called for the motion: Trustee Ash moved to approve closing the Center and Trustee Breidenthal seconded. The Motion Carried following roll call.

The vote as indicated:

| | | | |
|-------------|-----|---------|-----|
| Ash | YES | Daniels | YES |
| Breidenthal | YES | Maddox | NO |
| Brown | YES | Rios | YES |

Chairman Rios called for a motion to accept the Finance report. Trustee Brown moved and Trustee Ash seconded. The Motion Carried.

11) **Committee Reports:** Trustee Daniels reported on the Policy Committee meeting. Trustee Daniels reported that the Committee was developing a process by which all policies would be approved through the committee, all Senates including Student Senate. Trustee Daniels stated the committee was working on a procedure for listing all BOT approved Policies and will always include a "first read."


12) **Miscellaneous:** Chairman Rios called for a motion to move into Executive Session for the following reasons: (1) To discuss nonelected personnel matters to protect the privacy interests of the individual(s) to be discussed and (2) For consultation with college attorney on a matter protected by the attorney-client privilege to protect the board's position in administrative proceedings. Chairman Rios asked the college attorney for a suggested length of time. Mr. Greg Goheen suggested a time of 30 minute. Trustee Ash moved to go into Executive Session for 30 minutes with a 5-minute transition period. Trustee Brown seconded and the Motion Carried. Transition period began at 11:53 a. m. with Executive Session beginning at 12:00 noon. At 12:42 p.m., members of the BOT reconvened. Chairman Rios asked for a motion to adjourn. Trustee Brown moved and Trustee Breidenthal seconded. The Motion Carried

The meeting of the Board of Trustees adjourned at 12:43 P.M.

ATTEST:



Chairman



Secretary