

**Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
June 20, 2017**

CONSENT AGENDA - #A
Meeting Minutes

- 1) **Call to Order:** The June 20th meeting was called to order at 9:00 a.m. by Chairman J.D. Rios, followed by the Pledge of Allegiance. The Pledge was led by Campus Police Chief, Greg Schneider.
- 2) **Roll Call:** Roll Call indicated the following Trustees present: Ash, Breidenthal, Brown, Daniels, Garner, Maddox, and Rios. Administrators at the Board table were: Drs. Givens, Abouelenein, Bohm and Ms. Marie Branstetter, Budget Officer.
- 3) **Agenda:** Chairman Rios called for approval of the Agenda but stated that there are several amendments. Trustee Daniels stated that the Weapons Policy is ready for a vote, which could have taken place in May were it not for the final approval of the Legislature for the Concealed Carry Policy. The first read of the Weapons Policy took place at the April 18 BOT meeting and the second at the May meeting. Chairman Rios stated that there needed to be an amendment to the Consent Agenda, Recommendation for Payment, and #6 (six). This amount of \$34,756.19, to Ka-Comm for replacement of 7 (seven) police radios, is put on hold pending further investigation of the cost. The final amendment is for the approval of 5 (five) Resolutions changing bank signatures at the banks doing business with KCKCC, Country Club, UMB, Brotherhood, and Security Following notice of the amendments, Trustee Ash moved to approve the Agenda, as amended. Trustee Breidenthal seconded and the **Motion Carried.**
- 4) **Consent Agenda:** Chairman Rios called for approval of the Consent Agenda. Prior to approval, Chairman Rios stated that #6 (six) on the Recommendation for Payment list, will be withdrawn pending further exploration can be done by the Finance Committee on the cost...probably in July. Trustee Maddox stated that he wanted it duly noted that he arrived, at the May 16 meeting, just as Executive Session was beginning. Trustee Ash moved to approve the Consent Agenda, as amended. Trustee Brown seconded and the **Motion Carried.**
- 5) **Audience to Patrons and Petitioners:** As there was no one to address the Board, Chairman Rios moved to the next order of business.
- 6) **Student Senate Report:** Students are not officially on campus until August, when classes resume.
- 7) **Communications / 8) President's Report:** Reported and/or read the following communication:
 - Read recently received letter from Kansas State Board of Nursing regarding the passing rates of the Practical Nursing Program at KCKCC. Their pass rate was above the national average from January 1, 2016 through December 31, 2016.

- HLC, Higher Learning Commission, granted formal approval for the additional location of the Fire Science Building at 6840 State Ave., KCK 66112. This action was taken at the HLC's meeting on June 13, 2017.
- Reported on the Approval Notice from Department of Education regarding the addition of Non-degree/Vocational Programs and third party servicer. The two new vocational programs added: Major Appliance/Commercial Refrigeration Certificate A; Nail Technology. Five programs were permitted changes: Accounting Specialist Certificate; Accounting Assistant Certificate; Major Appliance/Commercial Refrigeration Certificate; Building & Property Maintenance; and Office Assistant.
- Read a letter from Dr. Beth Tankersley-Bankhead, Executive Director of KC Scholars recognizing Mary Dorr, Director of Financial Aid. Ms. Tankersley-Bankhead commended Ms. Dorr on her service to KC Scholars for the past 17 months and her dedication to assisting with planning and ensuring the success of KC Scholars.
- Dr. Ed Kremer introduced Ms. Marcia Pomeroy, Director of Kansas K-12 along with Ms. Ursula Carrillo, Senior Coordinator, to present an update on Saturday Academy. Ms. Pomeroy reported on the number of students (over 210 middle and high school KCK public school, District 500, students) participating in learning activities each Saturday. Ms. Pomeroy reported on the parent breakfast, with a total of almost 600 parents and students in lower level Jewell, along with the student activities that parents were invited to observe and, in some cases, participate. One of the projects the students were instrumental in developing and continuing its cultivation, was an heirloom garden. Several of the older students wrote, produced, directed and filmed a video that took place throughout the College campus, primarily around the duck pond and the Mary Ann Flunder Lodge by the Lake. Ms. Pomeroy introduced Mr. Hector Bernal, who had attended Saturday Academy, as a student, and who now participates in assisting Saturday Academy students with their projects.
- Introduced Angela Harshbarger, from the Wyandotte Unified Government Economic Development. Ms. Harshbarger gave an update on the NRA Inter-local Agreement. The Neighborhood Revitalization Program is a refund of the incremental increase in property taxes paid because of a qualified improvement. The rebate applies only to the additional taxes resulting from the increase in the appraised value of the property due to the improvement. The property taxes prior to the improvement will continue to be payable. Taxes must be paid when due, for the rebate to be issued. The rebate percentage refers only to taxes levied by the Unified Government, local school district, Kansas City Kansas Community College and local municipality. Rebates are typically issued 4–6 weeks after the tax due date. Chairman Rios had several questions of Ms. Harshbarger, regarding the agreement, and requested she return as a follow-up to provide answers. One of Chairman Rios' questions had to do with a time limit for the tax deduction once a contact for deed has been filed. Per Ms. Harshbarger, the completion timeline is 24 months, with exceptions. Chairman Rios asked, regarding the *exceptions*, "Should that not be in writing?" Ms. Harshbarger responded that she would make note of that and report back to the committee to make the change. Chairman Rios also asked how complicated it would be to agree to the general fund mil as opposed to capital

outlay. He explained the difficulties many community colleges and K-12 are having with the cutbacks from the state. He further explained that there is the issue of the community college needing to keep its facilities from aging and up to standards. Trustee Ash asked Ms. Harshbarger what the timeline is for signing the agreement with her response being, "By the end of August."

- Read and asked for a motion to approve the Alcoholic Liquor Resolution for the 2nd Annual Business and Life Mastery Event hosted by the Entrepreneurship & Workforce Center, Friday, August 11, 2017, 5-7:00 PM. Trustee Breidenthal moved to approve. Trustee Brown seconded and the **Motion Carried.**
- Chairman Rios asked for a motion for a resolution approving the signatures of Dr. Doris Givens, President and Mr. Robert Layton, Interim Chief Financial Officer, as signatories on the five accounts/banks used by KCKCC: (1) UMB; (2) Liberty Bank; (3) Security Bank Dental Flexible Spending Account; (4) Country Club Bank Incidental Fund; and (5) Country Club Bank Adult and Continuing Education Fund. Trustee Brown moved to approve the signature changes. Trustee Ash seconded and the **Motion Carried.**
- Ms. Tami Bartunek, Executive Director of Foundation & Community Outreach, gave an update on the Mid-America Hall of Fame Awards and Scholarship Event, held Saturday, April 15, 2017 at TEC. Ms. Bartunek reported that the money raised was \$127,693 and with expenses, a little over \$14,000, the total amount of money raised for scholarships was \$113,225. Ms. Bartunek reported there were thirty-two, \$1,000 scholarships awarded. The next Foundation Scholarship Reception will be July 12th 9:00 a.m. at the Mary Ann Flunder Lodge by the Lake. Ms. Bartunek reported that the final disbursement, from the McMorris Estate Scholarship fund, is \$90,982.00 and the amount from the Schlagle Trust Fund is \$34,500.00 a quarter. Ms. Bartunek reported that the Scholarship Committee met to review scholarship applications, and also that Pay Pal was now available for online scholarship donations. Chairman Rios asked approval of the President's Report. Trustee Breidenthal moved to accept the report. Trustee Daniels seconded and the **Motion Carried.**

9) **Interim Vice-President for Academic Affairs Report:** **In the absence of a VPAA, Dr. Tiffany Bohm gave the Report.*

- Reported on Kids on Campus and that over 240 kids were enrolled to participate in July. Kids on Campus enrolls students 8-18 to provide a program that includes physical, mental, emotional, and social activities.
- Reminded everyone of the GED Graduation, June 22nd at 6:00 p.m. in Upper Level Jewell and that 28 students will be receiving their diploma.
- Reported that the Academic Intern Program enrolled 28 students.
- At this point, an adjustment was made to the Agenda. Dr. Alicia Hooks presented Ms. Jan Burchett, representative with NARI, the National Association of Remodeling Institute. NARI has a foundation which provides funds to support the industry. Grants are awarded in the amounts of \$1,000 to \$5,000. Ms. Burchett, along with a gentleman with NARI, presented a check for \$4,050.00 to KCKCC, accepted by Dr. Doris Givens, President. The cement mixer is to be used for the students in Mr.

Shawn McGivern's class at TEC, to give them "hands on experience" in the building/construction industry. The monies will also be used toward field trips regarding the same. Dr. Bohm asked approval for the VPAA report. Trustee Daniels moved to approve the report. Trustee Breidenthal seconded and the **Motion Carried**.

10) **Chief Information Officer – Dr. Baz Abouelenein Report**

- Dr. Abouelenein reported on the use of Microsoft Office 365 for students. Dr. Abouelenein stated that students, have previously, paid \$99.99 for the use of Microsoft Office. However, KCKCC new students currently enrolled, and who maintain their enrollment status, will have free access to Microsoft Office which includes use of the server and assistance services. Students will need to sign up on the College portal.
- Dr. Abouelenein reported on the KCKCC server and server availability. E-mail availability for staff and students is at 99.995%. Blackboard, a commercial company, offers learning management software. Their availability is at 99.03% of the time. Dr. Abouelenein expressed his appreciation for the IT staff in delivering the customer service it does working with companies the size of Blackboard. Dr. Abouelenein asked approval for the CIO Report. Trustee Maddox moved to approve the report. Trustee Daniels seconded and the **Motion Carried**.

11) **Chief Financial/Operating Officer Report:** ** In the absence of Interim CFO, Mr. Robert Layton, Ms. Marie Branstetter presented the Financial Information.*

- Ms. Branstetter reported that, in one of the footnotes for state aid of the Budget Report, the state aid reduction is at \$412,000 and will continue into next year. Ms. Branstetter reported that, with a total of funds being returned to the state, that over a million dollars in funding has been returned.
- Mr. Doug Welch, KCKCC Controller, addressed #11 on the Agenda, Finance & Administrative Services. Mr. Welch asked that the Board approve a resolution to approve a search replacing the College's general liability and property insurance, EMC. EMC discontinued coverage effective June 30, 2017 due to the College's policy due to the legislation allowing concealed carry (guns) on campus, taking effect July 1, 2017. Mr. Welch asked for another week to make a decision on another insurance company to cover the College's liability and property insurance. Trustee Daniels moved to *grant the Finance committee the authority to review and approve the College's recommendation and thus bind the College with replacement insurance carriers and insurance coverage for general liability, property and possibly workmen's compensation.* Trustee Breidenthal seconded and the **Motion Carried**. Mr. Welch stated that there would be an update at the July BOT meeting. Chairman Rios asked approval for the Finance Report. Trustee Daniels moved to approve the report. Trustee Brown seconded and the **Motion Carried**.

12) **Committee Reports:**

- Trustee Daniels stated that the Weapons Policy needed a vote of approval as reported at the June, 2017 meeting. Trustee Daniels moved to approve the Policy. Trustee Maddox seconded and the **Motion Carried**. Chairman Rios asked how the College and the public were being educated with

regard to the approval of this policy. Mr. Alfonso Zarate, Compliance Officer, stated that a video, currently being approved by the College’s legal adviser, will be available online for all employees as well as students. The video will be shared at the August in-service and information about the video will be in the Students’ Handbook. Dr. Abouelenein stated that the reason the video was being re-reviewed by legal was due to it not being ADA compliant. It should be available before July 1st.

- Trustee Brown reported on the KACCT/COP Quarterly Meeting in Colby, KS and Colby Community College, June 9-10, 2017. Attendees at the Quarterly Meeting were Trustees Brown, Ash and Dr. Givens. Trustee Brown reported that a budget increase of 2% was approved for the KACCT Director and Assistant.
- Trustee Breidenthal reported on the Community Engagement Committee and that a draft on the committee will be presented as part of the July Agenda.

13) **Miscellaneous:** Chairman Rios asked for a motion to go in to Executive Session: (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 College attorney, Mr. Greg Goheen, for the time requested with the response being, 30 minutes. Trustee Breidenthal moved to go into Executive Session at 10:30 a.m. with five minute transition and “no action to follow.” Trustee Maddox seconded and the **Motion Carried.** At 11:15 a.m. Trustee Maddox moved to extend Executive Session another 30 minutes. Trustee Daniels seconded and the **Motion Carried.** At 11:45 a. m. Chairman Rios stated that Trustee Daniels moved to extend Executive Session for 15 more minutes. Trustee Maddox seconded and the **Motion Carried.** At 12:12 p.m., the members of the Board of Trustees returned to open session. Trustee Garner stated that he was concerned about the closing of the Child Care Center and stated he would do further investigation in to the viability of turning the building into an Early Childhood Center. Trustee Garner stated he would get information to the Board and that this would be of value to students, staff, and the community at large. Chairman Rios stated that he and Dr. Givens would look into the options for an Early Childhood Center and asked Dr. Givens to give an update from time-to-time.


14) **Unfinished Business:** Hearing of no unfinished business, Chairman Rios asked for a motion for adjournment.

15) **Adjournment:** Trustee Maddox moved to adjourn at 12:16 p .m. Trustee Breidenthal seconded and the **Motion Carried.**

The meeting of the Board of Trustees adjourned at 12:16 p.m.

ATTEST:  _____

Chairman



A handwritten signature in cursive script, reading "Peggy J. Friedman", is written over a solid horizontal line. The signature is positioned to the right of the word "Secretary".

Secretary