

**Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
September 19, 2017**

CONSENT AGENDA - #A

Meeting Minutes

- 1) **Call to Order and Pledge of Allegiance:** Chairman Rios called the meeting to order at 9:00 a.m. and asked Dr. Marisa Gray to lead everyone in the Pledge.
- 2) **Roll Call:** Indicated the following Trustees present: Ash, Breidenthal, Brown, Daniels, Garner, Maddox, Rios, and, Acting President, Dr. Jackie Vietti.
- 3) **Approval of Agenda:** With the addition of an Amendment to the Consent Agenda, Trustee Maddox moved to approve the Agenda as amended. Trustee Breidenthal seconded and the **Motion Carried.**
- 4) **Audience to Patrons and Petitioners:** Nicholas Segura, is a former KCKCC graduate and student body president. He thanked the Board of Trustees for their support for the Summer Camp program, especially the LaSTEMA program for girls. Mr. Segura is the founder and creator of LaSTEMA, a program which introduces and encourages young women students to STEM careers early in their education that will, hopefully, increase the potential of diversifying the STEM workforce.
- 5) **Board Committee Reports:**
 - 📌 Trustee Daniels reported on the new procedure and Flow Chart for the initiation and review process of new policies. Trustee Daniels reported that before a policy would be approved, it would go through a process of approval by the Cabinet and College Attorney, Faculty, College, Staff, and Student Senates, the Board Policy Committee then on to the Board of Trustees for their vote. Trustee Daniels continued by saying that there would be a *first* then *final read* before any policy becomes final. Old policies will be archived. Dr. Vietti asked if the word *Draft* could be removed from the Policy Flow Chart indicating acceptance of the procedure. Both Trustee Daniels and Chairman Rios approved of doing so and indicating that the date of 9/19/17 will be added to the document.
 - 📌 Trustee Maddox reported on the sub-committee investigating need, feasibility, and funding for the possibility of bringing back the Child Care Center. Trustee Maddox reported that Antonio Cutolo-Ring, Psychology Professor, is heading the sub-committee. Kathy McGowan is heading the sub-committee investigating the need and Diane Plunkett is heading the economic model to fund the Center. Trustee Maddox reported that there had been very good discussions regarding the future for a campus Child Care Center. Trustee Garner stated that he appreciated the work of Trustee Maddox and the committee and for reexamining their commitment to the community.
 - 📌 Trustee Brown reported on attending the League of Municipalities meeting, along with Dr. Vietti, for information on KOMA/KORA (Kansas Open Meetings Act & Kansas Open Records Act). Trustee Brown reported that a definition was given as to what *open records* means. Dr. Vietti also reported on the

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changes regarding Executive Sessions. Hence forth, calling for an executive session must include specific language and only one subject matter may be discussed in each session. College Attorney, Mr. Greg Goheen explained that, according to Kansas law, the language now regarding executive sessions must be very specific and the Chairman must let the audience know exactly when the Board will return to open meeting.

Trustee Don Ash reported on attending the KACCT Quarterly Meeting, along with Dr. Ed Kremer and Dr. Jackie Vietti, at Butler Community College in Eldorado, KS, September 8-9. Trustee Ash reported they had heard from representatives from KBOR, the Secretary of Education, and one to two KACCT lobbyists. The next meeting will be at Neosho Community College and the agenda is being finalized. Trustee Ash reported that Trustee Mike Johnson has been nominated and selected as a finalist for Trustee of the Year. The winner will be announced at the ACCT Leadership Conference in Las Vegas. Mr. Johnson is currently the representative on the Tech Ed. Authority. Dr. Vietti reported that KCKCC has the opportunity to host the national and local KACCT/COP Quarterly Meeting, along with KCCLI June 1-2, 2018. They will be joined along with Walter Bumphas, President of AACC and Noah Brown, NACCE Board Chair.

- 6) **Consent Agenda:** Chairman Rios asked for a motion to approve the Consent Agenda. Trustee Breidenthal moved to approve the Consent Agenda. Trustee Maddox seconded. Trustee Daniels asked that the Consent Agenda be amended and the Human Resources Report item #C be held until after executive session. The Consent Agenda was approved as amended.
- 7) **Student Senate Report:** Student Senate president, Gary Bradley Lopez, reported on recent events. On August 19th students welcomed the new Director of Student Housing, Ms. Richardson. Mr. Lopez reported that students could sign up for the many different clubs on campus within the first twelve days of school. There was a 50% increase overall from last year of students signing up to participate in campus clubs. The first Student Senate meeting was held September 6th in Lower Jewell. During this meeting, expectations were discussed for students being involved. The Welcome Back Bash saw 350 students participate in this event with an evening reception at TEC. Upcoming events include: Alice Training, Blood Drive at the Pioneer Career Center on Sept. 26 and at TEC on October 16. The next Student Senate meeting will be September 20th and the UG Candidate Forum will be held Lower Jewell on October 11th.
- 8) **President's Report:** (1) Dr. Vietti reported that the search for the Director of H.R. will begin the first week of October and will be conducted by a search committee appointed by Dr. Vietti. This will be followed by an Open Forum for the finalists. Trustee Garner asked that the search committee be mindful of diversity. (2) Dr. Vietti reported on the upcoming United Way Kick-Off Breakfast, Thursday, September 14th and suggested that this would be a good way for KCKCC to engage in a workplace campaign. (3) Reported on the ongoing process of updating the organization chart and that it is an inclusive process. Dr. Vietti stated that the benchmark, for reorganizing the org chart, was looking at those of Barton, Cowley, and Butler

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Community Colleges. (4) Reported that the AACC website includes a letter to Congress urging action on DACA. Dr. Vietti asked approval for her report. Trustee Maddox moved to approve the President's Report. Trustee Brown seconded and the **Motion Carried**.

- 9) **Marketing & Community Outreach Report:** Ms. Tami Bartunek reported on the following: (1) the next Foundation Board Meeting will be Wednesday, November 1st. (2) The second Board Recruitment Coffee will be Thursday, September 28 from 7:00-8:30 AM, (3) working on donor program with Dr. Marisa Gray, (4) working on plans and the goal for the 2018 Hall of Fame, (5) working on a campus-wide capital campaign, (6) working on two full days of KCKCC TV commercials, (7) working on new STEM brochures, specifically for LaSTEMA, (8) the Style Guide has been updated so that all College branding will be cohesive, (9) working with a committee regarding a remodel of the KCKCC website, (10) spoke of the sustaining grown of the top 20 programs. Chairman Rios suggested, that in these economic times, to prioritize promoting those programs that need assistance in growing.
- 10) **Vice-President for Academic Affairs:** Interim VP-AA, Dr. Ed Kremer, introduced Dr. Jelena Ozegovic and Mr. Tom Grady, CTE Faculty Asst. Director and Mr. Julian Gonzalez, CTE Coordinator. Mr. Grady and Dr. Ozegovic gave an update on the Center for Teaching Excellence (CTE) and reported there had been two meetings so far this academic year. They reported that the next phase for the Center would be to provide online opportunities for adjunct faculty. CTE participates in the ACUE Course in Effective Teaching Practices. ACUE partners with KC Scholars. Dr. Ozegovic reported that only a small group of community colleges are participating in this program, and that 60 faculty were selected to participate. The intent of the program is to impact teaching across campus. Dr. Ozegovic gave kudos to Mr. Grady and Dr. Tiffany Bohm for being instrumental in bringing about awareness of the ACUE Program. Dr. Ozegovic gave an update on the General Ed Program stating that a committee had been formed to make recommendations to Faculty Senate, Deans' Council and back to the Academic Policy Committee. Recommendations would include which gen ed. courses would be included within each major group. Dr. Ozegovic reported that, still up for discussion, are the terms of gen ed. assessment. After further reporting on the gen ed. discussion, Chairman Rios asked if it would be beneficial for the Board to endorse what is being done. Asking for a motion, Trustee Ash moved to endorse the work being done by Faculty Senate on behalf of general education. Trustee Brown seconded and the **Motion Carried**. Dr. Kremer thanked the Board for the opportunity to attend the KACCT Quarterly Meeting September 8-9 at Butler Community College. Dr. Kremer also commended the committee for their work on gen ed. and the Center for Teaching Excellence. Dr. Kremer gave an update on the student transfers from KCKCC to Emporia State University. Of the 84 students selected, their mean GPA was 3.17. This compared with all the students having a mean GPA of 3.15. Dr. Kremer reported on meeting with Mr. Tim Morreil with USD 500 regarding student career concurrent courses. Trustee Daniels asked about the MOU with USD 500. The MOU had been signed by the Trustees of USD 500 but not of KCKCC as there had been one piece of language that needed to be corrected/changed. Dr. Jackie Vietti interjected that, with further investigation, the MOU was not signed

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by the KCKCC Board; however, there was an issue with the language, in a particular area, but it is being reviewed and corrected by Dr. Stephen Terry and his office. A combined meeting of both Cabinets of USD 500 and KCKCC is being planned. The President and Extended Cabinet are working on the Educational Master Plan in laying the groundwork for helping to make students successful. Trustee Maddox asked that there be an update on the MOU with USD 500 at the November Board of Trustees meeting. Chairman Rios asked approval for the VP-AA report. Trustee Daniels moved to approve. Trustee Breidenthal seconded and the **Motion Carried.**

- 11) **Dean of Student Services:** Dr. Delfi Wilson began by welcoming back from military service, Dr. Stephen Terry, Dean of Enrollment Management and thanking him for his service. Dr. Wilson also introduced the new Housing Supervisor, Lakeishia Richardson and reported that the position for a campus nurse would be reposted. Chairman Rios asked about the possibility of working with Providence Hospital in a partnership to provide medical services for the KCKCC students. Dr. Wilson reported that that possibility had been previously discussed but, for reasons unknown, discussions on the partnership discontinued. Dr. Wilson reported on the interview process for a Blue Devil mascot. Two students will be selected, one for the first semester and one for the second. Each will receive a \$500 scholarship per the semester for which they are chosen. Ms. Tina Church gave a report on online enrollment and stated that the overall headcount indicates an increase of 2%. Ms. Church also stated that Enrollment is working “hand in hand” with The Center for Teaching Excellence. Chairman Rios asked if there was a realistic target to indicate student success...and what does student success look like? Ms. Church stated they would use the current figures as a base and work to build on that. Dr. Vietti stated that it is not atypical to set a benchmark of percentages toward success. Chairman Rios asked approval for the Dean of Student Services report. Trustee Daniels moved to approve the report. Trustee Brown seconded and the **Motion Carried.**
- 12) **Information Services:** Deb Newton and Dorothy Hill presented an update on the Learning Commons. Ms. Newton reported that “Alma” went live as of August 15th. Alma is the Library software program that allows students/faculty/staff to check out books, run reports, see what materials are available, view previous check-outs, etc. Ms. Newton reported that there were several groups, working together, that allowed this new software to happen and that this was the first time migrating library software.
- 13) **Finance & Administrative Services Report:** Mr. Bob Layton reported that the auditors were currently on campus but were closing their books. Mr. Layton reported, with retirement coming up, he was thinking of best practices...financially, and what needs to be done before he leaves at the end of October. Mr. Layton stated that he has had three good years at KCKCC. In speaking of Institutional Effectiveness and the Tableau software program, he hopes that there will be reports generated every 60 days. Chairman Rios asked approval for Mr. Layton’s report. Trustee Daniels moved to approve the report. Trustee Breidenthal seconded and the **Motion Carried.** Dr. Vietti said she wanted to thank Bob for the “many hats” he has worn the past few months.

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- 14) **Unfinished Business:** Being no unfinished business, Chairman Rios moved to the next item on the Agenda.
- 15) **New Business:** Dr. Kremer reported on the KBOR Performance Report. As is stated in the report, KCKCC is doing well in key performance indicators. Dr. Kremer thanked the work being done by the Learning Commons, Trio SSS Grant, etc. He said these truly make a difference in the success of KCKCC students. Chairman Rios commented about numbers 1 and 4 of the report and how significantly the retention rate has increased. Trustee Daniels, in commenting on Developmental Math, asked how often goals for our students are determined. Dr. Kremer responded, every three years but that he will check to verify if that is correct. He stated that KBOR gives very specific goals for each community college.

Chairman Rios reported that Monday, October 9th is a Special Meeting of the Board for a working session. This session will be to implement guidelines pertaining to the search for a new KCKCC President. This process will ultimately be an inclusive and transparent process. Members of the Board, attending the ACCT Legislative Session in Las Vegas, NV, September 25-28, will attend ACCT work sessions on the Presidential Search. Dr. Vietti read her response to the rescission of DACA by President Trump. In her response, Dr. Vietti stated that KCKCC is committed to working with our national organizations, AACC and the ACCT in calling on Congress to act regarding DACA. Dr. Vietti went on to say that DACA students often take classes in addition to working full-time at demanding and physically arduous jobs. DACA students provide significant benefits to our local economy and our community culture. Following the reading of her letter, Chairman Rios called for a motion for the Trustees to endorse and sign the letter. Trustee Breidenthal moved to endorse the DACA letter and Trustee Garner seconded. The **Motion Carried**.

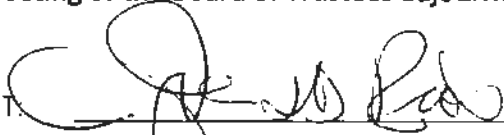
- 16) **Executive Session:** Chairman Rios called for Executive Session for the purpose of KSA 75-421 discussion of non-elected personnel to conduct employee reviews. The Session will last 15 minutes and begin at 11:35 a.m. and return will be at 11:50 a.m. with no action to follow. Trustee Ash moved to go into Executive Session. Trustee Brown seconded and the **Motion Carried**. The Board returned at 11:52 a.m. Chairman Rios called for the 2nd Executive Session for the purpose of KSA 75-4219 consultation with the College attorney for the Board which would be deemed privileged information in the attorney-client relationship. The Session will last 10 minutes with action to follow and will begin at 11:53 a.m. The Board will return at 12:05 p.m. Trustee Daniels moved to go into Executive Session. Trustee Breidenthal seconded and the Motion Carried. It was suggested that #4, on the Consent Agenda, be tabled until October. Trustee Daniels moved to go back into open session. Trustee Breidenthal seconded and the **Motion Carried**. Open session began at 12:07 p.m. A correction was made to #14 on the Human Resources Report, consent Agenda Item #C. The pay for New Hire, David Pendergrass was incorrectly listed at \$11.26/hour. The correct amount should read, \$757.00/credit hour. Chairman Rios asked approval of the H.R. Report with adjustments. Trustee Daniels moved to approve the H.R. Report and Trustee Breidenthal seconded. The **Motion Carried**.

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17) Adjournment

The meeting of the Board of Trustees adjourned at 12:13 PM.

ATTEST:



Chairman



Secretary