






**Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
October 17, 2017**

CONSENT AGENDA - #A

Meeting Minutes

- 1) **Call to Order and Pledge of Allegiance:** The October Board of Trustees meeting took place at the Dr. Thomas R. Burke Tech Ed. Center. Chairman Rios called the meeting to order at 9:00 a.m. and asked everyone to stand for the Pledge.
*Before Roll Call, Chairman Rios thanked the TEC Culinary students, along with their instructors, Chef Richard McPeake and Chef Cheryl Runnebaum for the exceptional breakfast bar they prepared for everyone prior to the Board Meeting. The breakfast was “Twisted Benedict” and was the creative idea of, KCKCC Culinary student, Josie Gardner as part of her project grade.
- 2) **Roll Call:** Indicated the following Trustees present: Ash, Breidenthal, Brown, Daniels, Garner, and Rios. Also present was Dr. Jackie Vietti. Trustee Maddox was not able to attend.
- 3) **Approval of Agenda:** Chairman Rios called for approval of the Agenda.
- 4) **Audience to Patrons and Petitioners:** Hearing none, Chairman Rios moved to the next order of business.
- 5) **Board Committee Reports:** Hearing none, Chairman Rios moved to the next order of business.
- 6) **Consent Agenda:** Chairman Rios called for approval of the Consent Agenda. Trustee Daniels moved to approve the Consent Agenda with the amendment of September 2017. Trustee Brown seconded and the **Motion Carried.**
- 7) **Student Senate Report:** In the absence of Student Senate president, Gary Enrique-Bradley Lopez, Vice-President, Tamisha Sank, reported on the following:
 -  Successful blood drive at the Pioneer Career Center
 -  Twenty-four clubs were represented at the last Student Senate meeting.
 -  Candle lighting Ceremony, December 6th in the PAC
 -  Participated in Alice Training in Upper Jewell recently
 -  October 31st are the tryouts for the KCKCC Blue Devil mascot.Trustee Don Ash thanked members of Student Senate for the excellent recent candidate forum and for encouraging young people to vote and be involved in the election process.
- 8) **President’s Report:** Dr. Vietti reported on the following:

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- ✚ The HRO (Human Resource Officer) hiring process and stated that there were two finalists being considered for the position. The search committee will meet Wednesday at 8:00 a.m. and, following the background check, will make an announcement shortly thereafter. Dr. Vietti reported that the CFO position has been posted. A review committee has been appointed and effective November 1st, the committee will review the candidates.
- ✚ Mr. Larry Ebbers, search consultant, attended the Monday, October 9th special meeting of the Board of Trustees regarding the presidential search. Mr. Ebbers suggested that the presidential search needs to be an inclusive process. Dr. Vietti stated there will be a Board Committee made up of Trustees Ash and Brown, to make a decision on a search firm, i.e. ACCT, Pauly Group, AGB, etc. and a Board Committee, made up of Trustees Daniels and Garner along with the Extended Cabinet, to participate in the candidate search. Dr. Vietti stated that there will be a job description process as well as a series of listening sessions. Trustee Breidenthal asked if there would be a process to recruit community members as part of the search and was reassured that there will. Trustee Garner stated that he applauded Dr. Vietti for her leadership and her vision for diversity. Dr. Vietti stated that she would be approaching a firm to assist in the presidential search. One of the firms mentioned was the Korn Ferry, Hay Group.
- ✚ Dr. Vietti reported that the next KACCT/COP Quarterly meeting will be at Cowley Community College.
- ✚ The next ACCT Legislative Summit will be in Washington, D.C. in February, 2018. Those Trustees attending are Don Ash, Rosalyn Brown, Dr. Vietti as well as a student representative, Ms. Aliyah Shaw.
- ✚ Chairman Rios reassured the campus community that the Board will be completely transparent in the selection for a new president of KCKCC. Chairman Rios stated that the selection committee would be made up of 2 Board Trustees, 2 faculty members, 2 students, 2 administrators, 2 staff members and 5 community members. Chairman Rios reminded everyone that, effective November 8, we will know who the three new trustees will be and that they will be a part of the selection process for a new president. Chairman Rios stated that they are hoping for a spring announcement; however, there will be communication throughout the interview process.

9) **Marketing & Community Outreach Report:** Ms. Tami Bartunek reported on the following:

- ✚ Foundation will begin a donor legacy project...collecting the biography and photographs of all donors.
- ✚ The holiday season will kick off with the Candle Lighting Ceremony on December 6th in the PAC. Ms. Bartunek stated that the Candle Lighting Ceremony will transition from a managed event to a Foundation managed event over the next couple of years.
- ✚ Work is being done, along with Matt Fowler, on the redesign of the College website.
- ✚ This Friday will be the delivery of the NASCAR “McDelivery.” McDonalds will be delivering breakfast sandwiches to TEC students as part of their promotion of delivery services.

Trustee Garner asked if there was a timeline for the new website to up ready, with Matt Fowler’s response that it would be May 24th of 2018....between spring and summer semesters. Trustee Daniels asked if the community would notice a difference with the response being that it will be more user friendly.

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10) **Vice-President for Academic Affairs:** Interim VP-AA, Dr. Ed Kremer reported on the following:

- ✚ Introduced Carolyn Marks who gave a presentation on Naturally Designed. Ms. Marks was instrumental, along with the guidance of her mentor, Dr. Curtis Smith, in starting the Thursday Farmer's Market on the over-flow lot of KCKCC. Carolyn has also been very involved with students teaching them how to garden and harvest fresh vegetables and teach them how to cook what they've harvested. The gardens are on the grounds of KCKCC. Carolyn was presented with a Makers Merit Award, from Makers Faire, recognizing her for all that she has done with making students aware of healthy eating.
- ✚ Introduced Shai Perry, curator for the KCKCC Art Gallery. Ms. Perry gave an update on the art work in the gallery and spoke of a new upcoming event. On November 16th the KCKCC Art Gallery Presents "Paint Nite." Tickets are \$45.00 and participants will be provided with art supplies, receive art instruction and may have a glass of wine. The proceeds benefits the KCKCC Art Gallery. Chairman Rios stated that art work on campus is essential to the existence of the human experience...even more so than books. An Alcoholic Liquor Resolution was read by Dr. Vietti exempting the space in and just outside the Art Gallery and deli area for the consumption of alcoholic liquor. This is in accordance with K.S.A. 41-719 (d). Trustee Brown moved to approve the Resolution seconded by Trustee Breidenthal. The **Motion Carried**.

Chairman Rios asked approval of the VP-AA report. Trustee Daniels moved to approve seconded by Trustee Brown. The **Motion Carried**.

11) **Dean of Student Services Report:** Dr. Delfi Wilson reported on the following:

- ✚ Dr. Wilson thanked Ms. Tami Bartunek and the team for work on the Student Code of Conduct and expressed appreciation for the student athletes for helping with the Alice Training.
- ✚ Reported on the Admission Department's additional enrollment with the addition of the Saturday dates and "Final Fridays." The EMD welcomed new students, conducted a campus tour along with providing general information about the College. Chairman Rios asked about enrollment and the comparisons with previous data. Dr. Stephen Terry and Ms. Tina Lewandowski reported that the enrollment figures indicated the numbers are up...in both credit hours and head count. They reported that the credit hours were up at the Pioneer Center as well. Tina reported that there are ninety-two events scheduled, as of now, between September and December. Both Dr. Terry and Tina expressed their appreciation for Mary Dorr, Financial Aid Director and her staff for the assistance they've given to students with regard to helping fill out their FAFSA application. Dr. Terry reported that, at the present, the enrollment is up 3% and were hopeful that the enrollment would be up to, possibly, 3.5% after the holidays. Dr. Terry reported that service to Leavenworth needs continued attention. Trustee Ash expressed appreciation to Mary Dorr, as well, for taking service to the high school students and assisting them with enrollment, financial aid specifically, assisting with the forms. Dr. Vietti reported that there will be a joint meeting of the KCKCC Cabinet and USD 500 Board on

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October 27th at 9:00 a.m. in the Board Room. The Agenda is to work on a joint Strategic Plan. Mr. Scot Kraemer, Retention Specialist, reported that he travels to the high schools in the community college area, meeting with students and providing the information of what KCKCC has to offer. Chairman Rios asked for a motion to approve the Student Services-Enrollment Management Report. Trustee Daniels moved to approve the report. Trustee Breidenthal seconded and the **Motion Carried.**

- 12) **Chief Information Officer Report:** Ms. Kaarin Fife gave a Strategic Plan update and talked about the four pillars and five directions. She stressed the importance of the Strategic Plan. Ms. Fife stated that it may be time to review the Strategic Plan and that the goals may have changed or are they still appropriate. Ms. Fife talked about the 2017-2019 Performance Agreement with KBOR and Dr. Vietti stated that it is important that it remain aligned for the new president. Dr. Vietti stressed that it would be important for the new president to “put his/her fingerprints” on the Strategic Plan, with regard to student success. Trustee Garner asked if the Spanish population was growing at the KCKCC campus. Dr. Terry stated that Admissions is making sure “we have Spanish speaking staff” to assist those students. Chairman Rios reported that there has been a growth in both the Spanish and Black population since the 90’s.
- 13) **Finance & Administrative Services Report:** Mr. Bob Layton reported that there would be a number of key people leaving in a month or two but that the College has filled a couple of those vacancies already and will “forge ahead” to fill the others. Mr. Layton reported that the Learning Commons elevator is out for bid and that the parking lot renovation will be a major job. Mr. Layton reported that the committee for the renovation is comprised of the architects, campus police and the planning committee. Mr. Layton spoke of “Campus Beautification” and that it is comprised of: replacing the exterior marquees, painting the exterior building, landscaping, and possibly updating the athletic training center. Trustee Daniels stated, in referring to the Electrical Usage, that the kilowatt usage is down but the BPU charges are up. Chairman Rios asked approval of Mr. Layton’s report. Trustee Breidenthal moved to approve the report. Trustee Garner seconded and the **Motion Carried.**
- 14) **Unfinished Business:** There was no unfinished business.
- 15) **New Business:** Chairman Rios read a resignation letter from Trustee Breidenthal that is effective November 8, 2017. Chairman Rios asked for a motion to approve Trustee Breidenthal’s resignation. Trustee Daniels moved to approve but with regret. Trustee Brown seconded and the **Motion Carried.** Chairman Rios invited everyone to a brief reception for both Trustee Breidenthal and Mr. Robert Layton. Following the reception, Chairman Rios asked everyone back to the open meeting to proceed with the next order of business, Executive Session. The open meeting resumed at 11:40 a.m.
- 16) **Executive Session:** Chairman Rios called for an executive session (1) to discuss non-elected personnel items to protect the individual to be discussed. A time of 10 minutes was needed. A motion was made

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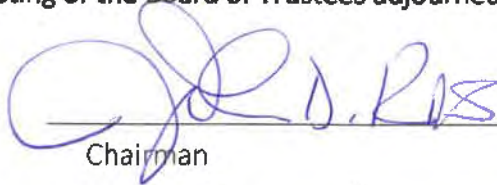
by Trustee Ash to move to Executive Session at 11:42 a.m. with action to follow. Trustee Breidenthal seconded and the **Motion Carried.** The Trustees returned to open session at 11:52 a.m. Trustee Daniels made a motion to approve the retirement agreement of Dr. Doris Givens. Trustee Breidenthal seconded and the **Motion Carried.** Chairman Rios called for an executive session (2) for consultation with College attorney to protect the individual to be discussed with a time of 45 minutes. The Board will return at 12:35. Trustee Daniels moved to enter into execution session for a period of 45 minutes at 11:55 am. Trustee Breidenthal seconded and the **Motion Carried.** The trustees returned to open session at 12:35 p.m. Chairman Rios called for an executive session (3) for consultation with College attorney to protect the individual to be discussed with a time of 10 minutes. Trustee Brown moved to enter into executive session at 12:38 p.m. for a period of 10 minutes. Trustee Daniels seconded and the **Motion Carried.** The trustees returned to open session at 12:50p.m.

Chairman Ash announced the recent passing of long-time Bookstore employee, Joyce Dotson. Ms. Dotson had retired from the Bookstore in December.

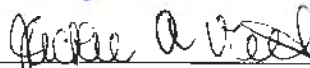
- 17) **Adjournment:** Trustee Ash moved to adjourn. Trustee Brown seconded and the **Motion Carried.**

The meeting of the Board of Trustees adjourned at: 12:52 PM

ATTEST:



Chairman



Secretary