

Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting - AMENDED
June 18, 2019

CONSENT AGENDA – Item A3
Meeting Minutes

5:00 P.M.

Upper Level Jewell

*In Chairperson Rosalyn Brown’s absence, the meeting was conducted by Vice-Chairman, Ray Daniels.

- 1) **Call to Order and Pledge of Allegiance:** Vice-Chair Daniels called the meeting to order at 5:00 p.m. The Pledge was led by Peggy Friedmann.
- 2) **Roll Call:** Indicated the following present - Trustees: Ash, Brown (via conference phone), Criswell, Daniels, Garner, McIntyre, and Sutton.
- 3) **Approval of Agenda:** Vice-Chair Daniels called for approval of the Agenda. Trustee Sutton moved and Trustee Criswell seconded. The Motion Carried.
- 4) **Audience to Patrons and Petitioners:** Vice-Chair Daniels called for anyone wishing to address the Board. Darren Elliott, Associate Professor of Speech/Debate/Debate Coach, approached the podium and thanked Peggy Friedmann for years of service pending retirement.
- 5) **Recognitions/Presentations:** Todd Miles, Fire Science Program Coordinator, Fire Science Adjunct, approached the podium to present the recently received framed award from FEMA naming the KCKCC Fire Science Program as nationally recognized. Mr. Miles stated that this award is the only one presented in the state of Kansas
- 6) **Board Committee Reports:**
 - Trustee Garner reported on the Finance Committee and stated that the KCKCC Finances are “going strong.” Trustee Garner reported on the ongoing campus projects and stated that the small bridge over the pond is in the process of being replaced. He also congratulated Dr. Mosier on the infrastructure changes taking place on the Main Campus, in Student Housing and Leavenworth.
 - Vice-Chair Daniels reported that the Policy Committee will not meet again until August when the Senates return from summer break.
- 7) **Consent Agenda:** Vice-Chair Daniels called for a motion to approve the Consent Agenda. Before the vote, Dr. Mosier stated that #6 on Item B - Recommendations for Payment for Dell Marketing LP in the amount of \$86,831.94 is the cap for ordering computers for the downtown center and that a specific number of computers will not be ordered, that they are trying to keep expenses down. Trustee Garner stated that

he will abstain from voting as it includes #4 on the Recommendations for Payment, pertaining to expense approval to the Unified Government of Wyandotte Co., for which he is employed. Trustee Criswell moved to approve the Consent Agenda and Trustee McIntyre seconded. **The Motion Carried.**

8) **Student Senate Report** – Manuel Paredes, Student Senate president, reported on the following:

- Thanked the many different student committees for their participation this year
- In preparation for the 2019-2020 events
- Working on the schedule for the beginning of the year
- Recently hosted the 2019 Senate Leadership Retreat
- Student Senate will be reviewing their Constitution and By-laws and making a few adjustments

Hearing no further questions or comments, Vice-Chair Daniels called for a motion to accept the Student Senate Report. Trustee McIntyre moved and Trustee Sutton seconded. **The Motion Carried.**

9) **President's Report** - Dr. Mosier reported on the following:

- The many projects taking place on campus
- KCKCC GED program, in conjunction with the UK Health Systems, allows those employees, without a high school degree, to enroll and test for their GED. The program began with 22 students and now $\frac{3}{4}$ of those students are ready to test.
- Program of the Month - last month Dr. Mosier launched the Program of the Month. Each month he plans to spend several hours with one of KCKCC's incredible programs to learn more about the program and what students and graduates are learning. To kick this off, Dr. Mosier spent a morning with the Building Maintenance and Engineering Program as they worked to build "tiny homes" for homeless veterans at the KC Veterans Community Project. In July, he will spend time with the faculty and students in the Emergency Medical Science Paramedic Program.
- Dr. Mosier will be the keynote speaker at the next KCK Chamber Congressional Forum, Friday, June 20th from 11:30-1:00 p.m. at Children's Mercy Park, 1 Sporting Way, Kansas City, KS
- it will also be presenting to the Adventures in Learning group on July 19th from 8:30-1:15 at the Shepard Center, chaired by Commissioner Melissa Bynum.
- Continuing to work on promoting and seeking financial support for the development of a KCKCC downtown location. Along with meeting with philanthropic organizations, Dr. Mosier, Tami Bartunek and Mary Spangler are working with JE Dunn Construction to inspect the building currently being looked at in downtown KCK.
- KCKCC will co-host, along with the Wyandotte Co. Sheriff's Dept., the Expungement Fair, on Wednesday, June 19th at TEC from 4-6:00 p.m. Participants will be able to receive legal advice as to whether their offense is expungable with the hopes of seeking better employment opportunities.

Trustee Criswell thanked Dr. Mosier for continuing to work on behalf of the eastern part of Wyandotte County. Trustee Garner reiterated saying that those community members are the ones who need those services the most.

Hearing no further questions or comments, Vice-Chair Daniels called for a motion to accept the President's Report. Trustee McIntyre moved and Trustee Criswell seconded. The **Motion Carried**.

10) **Community Outreach and Marketing Report** - Tami Bartunek reported on the following:

- Highlighted social media stating that there were 3397 reactions to the Nursing Graduation video and 3211 to the 2019 Graduation album video.
- Reported on the partnership with the T-Bones Baseball Team and reminded that faculty and staff would gain free entry, to specific baseball games, with their KCKCC employee or student ID.
- Reported on partnership with the Wyandotte County Fair, which runs from July 9-13, and which provides scholarships for many students. Information on the partnership received 5800 shares.
- Reported on partnership with Chiefs for Spanish Radio Broadcast.
- On web home page, information on Blue Devil Impact Stories. These stories will be published in connection with the celebration of the 100th Anniversary of KCKCC in 2023.
- Representative, Sharice Davids, has agreed to make a video as one of the Impact Stories.

Hearing no further questions or comments, Vice-Chair Daniels asked for a motion to accept the Marketing Report. Trustee Ash moved and Trustee McIntyre seconded. The **Motion Carried**.

11) **Vice-President for Academic Affairs** - *In Dr. Krueger's absence, the VPAA report was presented by Dean Cheryl Runnebaum, Dean of Career and Technical Education.

- Highlighted the recent National Skills USA and stated the national awards would be included in the July Board report.
- Reported on the "Zoom Room" initiated by Susan Stuart and Shaun Pate. The Zoom Room allows those students, who had enrolled in a class with low enrollment numbers, to be able to participate in that class via a remote location. The program is licensed for 100 spaces.
- Gave a shout out to Todd Miles and the Fire Science Program.
- Reiterated that with the recent HLC multi-site visit, KCKCC passed all requirements and would not require additional monitoring related to locations outside of KCKCC – Main Campus.
- Currently working to complete application to HLC for the three new locations at KCKCC. It is anticipated that greater than 50% of the courses leading to a certificate and/or degree will be offered at the three locations starting January 2020. The three new locations are Wyandotte High School, Biomanufacturing Laboratory, and Amazon Fulfillment Center.

Hearing no further questions or comments, Vice-Chair Daniels called for a motion to accept the VP-AA Report. Trustee Sutton moved and Trustee Criswell seconded. The **Motion Carried**.

12) **Vice-President of Student Affairs** - *In Dr. Wilson's absence, the VPSA report was presented by Dr. Stephen Terry, Dean of Enrollment Management.

- Spoke of the achievements of the student athletes and their academic average of 3.2 GPA
- Reported there were 26 TRIO graduates this year.
- The Pioneer Career Center had its first graduation dinner.
- 25 KCKCC volunteers for the Heart of America Stand Down Event sponsored by the Military and Veterans Team. During the Stand Down, the KCKCC Cosmetology students gave free haircuts to the military vets.
- Thanked the Graduation Committee.
- Gave a special Thank You to Carla Pestock who will be retiring after many years of service to the students at KCKCC as a Student Advisor.

Hearing no further questions or comments, Vice-Chair Daniels called for a motion to accept the VP-SA Report. Trustee Sutton moved and Trustee Criswell seconded. The **Motion Carried**.

13) **Chief Information Officer Report:** Peter Gabriel reported on the following:

- Reported that the phones would be moved Friday from ATT to another internet provider.
- Thanked those who were responsible for the "planned" power outage and that it went as expected.
- Vice-Chair Daniels asked, referring to Mr. Gabriel's report, how often the Tech Tips were published. Mr. Gabriel responded they were published every Monday by Pat Kelly, the Academic Support Coordinator. The tips are only published for staff at this time.

Hearing no further questions or comments, Vice-Chair Daniels called for a motion to accept the Chief Information Officer's report. Trustee Ash moved and Trustee McIntyre seconded The **Motion Carried**.

14) **Human Resources Report:** Christina McGee reported on the following:

- Human Resources is currently scanning all of their files in an effort to do away from the use of paper.
- Audited the I-9 files to make sure that every employee has one.
- Updated the H.R. website to make sure that the listing of available jobs is more user friendly.
- Vice-Chair Daniels asked the timeline on the scanning process. Ms. McGee responded that there was no specific date when they will finish.
- Trustee Garner stated that Ms. McGee had taken Human Resources to the "next level" regarding technology and thanked Ms. McGee for her professionalism and all that she does in H.R.

Hearing no further questions or comments, Vice-Chair Daniels called for a motion to accept the Human Resources report. Trustee Criswell moved and Trustee McIntyre seconded. The **Motion Carried**.

15) **Finance & Administrative Services Report** – Mr. Mike Beach reported on the following:

- The Finance Committee has been reviewing the draft Budget for approval to publish at the July Board Meeting.

- The College has received larger than expected SB155 monies due to the increase enrollment of students.
- Interest rates are falling – will meet with different financial Institutions regarding refinancing which will help reduce the financial debt.
- Reported that, with the retirement of Marie Branstetter, Leslie Strohschein will be taking Marie’s place as the Controller.
- Reported on several campus projects, i.e. the chronological historical mural that will be painted on the H.R./Business Office/President’s Office hallway as well as painting the Humanities “waterhole” lounge area.
- Reported on the Novak Birks audit. The College will still be charged \$8,595 for the audit and \$1,000 for form 990 – no increase over the prior year.
- Trustee Garner reported that the final budget will be ready to publish, with approval, at the July Board meeting and the final Budget voted on at the August Board meeting.

Hearing no further questions or comments, Vice-Chair Daniels called for a motion to accept the Finance & Administrative Services report. Trustee McIntyre moved and Trustee Garner seconded. The **Motion Carried.**

16) **Unfinished Business:** Three items needing approval:

- (1) 2019-2020 Board Meeting dates/times. Trustee Criswell moved to approve the dates/times and Trustee McIntyre seconded. The **Motion Carried.**
- (2) Approval of 11 new policies. One line added to the College Closings Policy – 1.06, *The Policy will not conflict with any provisions outlined in the Master Contract.* The old Smoking Policy needed to be deleted as when the current one was previously approved, the old one was never deleted. Trustee Criswell moved to approve the 11 Policies and Trustee McIntyre seconded. The **Motion Carried.**
- (3) Approval of the 2020-2023 Strategic Plan Centennial Path. Trustee Daniels congratulated all who had worked on the Plan and stated that it goes with all that the Board of Trustees have been trying to achieve, College-wise. Trustee Garner moved to approve and Trustee McIntyre seconded. The **Motion Carried.**

Dr. Mosier reported on the Kids on Campus and reported that there are 200 youth participating. Trustee Garner gave a shout-out to Dr. Marisa Gray for her work coordinating Kids on Campus.

17) **New Business:**

- (1) Approval of the Novak Birks Annual Audit for the College (not the Foundation). The fee to audit will not go up this year but remain the same as the prior year. Trustee Criswell moved to approve Novak Birks conducting the College Audit, with no increase in fee. Trustee Sutton seconded. The **Motion Carried.**
- (2) Dr. Mosier read an Alcoholic Liquor Resolution pertaining to the Kansas Minority Business Summit which takes place on July 23, 2019 at TEC. Trustee Criswell moved to approve and Trustee McIntyre seconded. The **Motion Carried.**

(3) Approval of the vendor for the Child Care Center, Little Leaders of KCK. Dr. Mosier stated that, after two years being closed, the College has a final contract with the new vendor. The owners/operators of Little Leaders of KCK, Christi Eaton, Executive Director and Kim Maples, Operating Director, were introduced at the June 18th meeting. Trustee Criswell moved to approve the Little Leaders of KCK as the new vendor of the Child Care Center. Trustee Garner seconded and the **Motion Carried**. Trustee Daniels stated that this was very different from what happened two years ago, when the Child Care Center was closed and considered this a “special moment.” Trustee Garner congratulated the committee and everyone involved with re-opening the center.

18) **Executive Session:** Two Executive Sessions were scheduled for the June 18th meeting:

(1) For matters relating to employer-employee negotiations. A motion was made by Trustee Sutton and seconded by Trustee Criswell to enter into Execution Session for a period of 30 minutes with potential action possible to follow. **The Motion Carried**. Execution Session began at 6:30 p.m. with a return time of 7:00 p.m.

At 7:15 p.m. a motion was made by Trustee McIntyre and seconded by Trustee Ash to extend the session 15 minutes with a return to open session at 7:30 p.m. **The Motion Carried**.

At 7:31 p.m., a motion was made by Trustee Sutton and seconded by Trustee Criswell to extend for another 15 minutes with a return time of 7:50 p.m. **The Motion Carried**. The Trustees returned at 7:50 p.m.

(2) For personnel matters of non-elected personnel. A motion was made by Trustee Criswell and seconded by Trustee McIntyre to enter into Execution Session for a period of 20 minutes with no action to follow. **The Motion Carried**.

At 8:19 p.m. a motion was made by Trustee Criswell and seconded by Trustee Sutton to extend for another 5 minutes with a return at 8:25 p.m. The trustees returned to open session at 8:25 p.m.

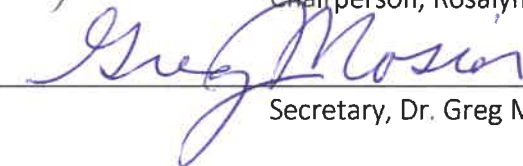
19) **Adjournment:** Vice-Chair Daniels called for a motion to adjourn. Trustee Garner moved and Trustee Sutton seconded.

The meeting of the Board of Trustees adjourned at **8:25 p.m.**

ATTEST:



Chairperson, Rosalyn Brown



Secretary, Dr. Greg Mosier