

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

July 13, 2004

The regular monthly meeting of the Board of Trustees was called to order at 9:00 a.m. in the Board Conference Room at the College by the Chairman, Mr. Clay Roberts, Jr. Roll call indicated the following members present: Mr. Dave Duckers (via phone connection), Mrs. Catherine Durham, Mrs. Mary Ann Flunder, Mrs. Jo Ann Huerter and Mr. Clay Roberts, Jr. Ms. Sarah Washington was absent.

1. Mrs. Flunder moved to approve the Agenda as presented. Mrs. Huerter seconded and the motion carried.
2. The next order of business was election of officers of the Board for 2004-2005. Mrs. Huerter nominated Mr. Roberts to continue as Chairman of the Board for the year of 2004-2005. Mr. Duckers seconded and the motion carried.
3. Mr. Roberts nominated Mrs. Huerter to continue as Vice Chairman of the Board for the year of 2004-2005. Mr. Duckers seconded and the motion carried.
4. Mrs. Huerter nominated Dr. Tom Burke for Secretary for the Board. Mrs. Durham seconded and the motion carried.
5. Mrs. Flunder nominated Mr. Jerry Reid for Treasurer for the Board. Mrs. Huerter seconded and the motion carried. Mr. Roberts noted that all officer votes were unanimous.
6. Under the appointment of Committee Representatives Mr. Roberts stated that he would carry that over to next month's business. Mrs. Flunder informed Mr. Roberts of the need to appoint the ACCT Representative for the Board due to ACCT voting taking place before the next KCKCC Board meeting. Mr. Roberts appointed Mary Ann Flunder representative to ACCT and KACCT. He stated that the rest of the appointments would take place at the August Board meeting.
7. The Chairman stated that the next order of business was the naming of Bank Depositories. Mr. Reid referred to Attachment A of the Agenda and noted that these were the current depositories. He also noted that the time period of three years between rebidding the depositories is up in October 2004. It was the consensus to maintain the current depositories until proposals were solicited and returned back to the Board.
8. Mrs. Flunder moved to approve the Kansas City Kansan as the official college newspaper, with the college notices still to be published in the Wyandotte West. Mrs. Huerter seconded and the motion carried.

Mr. Duckers moved to reappoint the firm of McAnany, Van Cleave, & Phillips as legal counsel for the college with the increased rates of \$135 per hour for partners, \$115 per hour for associates, \$85 per hour for legal assistants, and \$25 per hour for clerks as recommended by the College President. Mrs. Huerter seconded and the motion carried.

9. Mrs. Huerter moved to approve the minutes of the June 8, 2004 Regular Board of Trustees meeting and the Special Board Meeting/Annual Budget Workshop on June 29, 2004. Mrs. Durham seconded and the motion carried.
10. There were no patrons or petitioners.
11. There were no communications.
12. Under the President’s Report Dr. Burke noted the special coverage by the Kansas City Star in the Metropolitan Section of the Leadership Academy sponsored by KCKCC, KU Edwards Campus, and USD 500. Dr. Burke thanked all of those involved in making this endeavor such a success and thanked especially Dr. Walter for her continuous work with this project.
13. Dr. Burke respectfully noted the recent deaths of two KCKCC employees, Brook Spies, Math Instructor, and Pam Wright of the Admissions Office. They both passed away on July 6, 2004. Dr. Burke noted that they would be missed by their friends, colleagues, and students.
14. Dr. Morteza Ardebili, Vice President for Executive Services, noted that there were no Personnel Information items at this time and recommended Personnel Recommendation items IX B 1-8 for approval as follows:
 - Approval to employ Melvin O. Casson II as Campus Police Officer effective June 8, 2004 at the annual salary of \$23,068.00
 - Approval to employ Candace A. Golubski as Temporary Admissions/Records Technical Assistant in the Admissions Office effective June 28, 2004 at the annual salary of \$19,088.00
 - Approval to employ Elias Ncube as part time ASAP Instructor in the Continuing Education Department effective June 23, 2004 at the hourly rate of \$17.00
 - Approval to employ Sue R. Weisensee as part time ASAP Instructor in the Continuing Education Department effective June 21, 2004 at the hourly rate of \$17.00
 - Approval to employ the following Adjunct Instructors at the rate of \$600.00 per credit hour:

Jennifer A. Hanson	Biology	June 2, 2004
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 - Approval to employ the following part time Instructors for Workforce Development non-credit classes:

Karen Spartan	Cons./Perkins Impact Grant	\$1,400.00
Sara Martella	Surv. Spanish for School Teachers	\$ 550.00
Beth Watts	Workplace Spanish – St. Luke’s	\$1,100.00

Dawn Strickland	Review of Workplace Span. - KU Edwards	\$ 157.50
Karen Spartan	Cons./Perkins Impact Grant	\$1,400.00

- Approval to employ the following part time Instructors for Continuing Education non-credit classes:

Latasha Hill	CNA Refresher	\$ 200.00
Jim Hathaway	Drivers Education	\$ 600.00
Mary Mair	NYSP	\$ 33.32
Mary Mair	NYSP	\$ 600.00
Linda Wyatt	Resume Prep. & Job Int. For Pharmacy Tech.	\$ 75.00
Kim Lutgen	Flex & Stretch	\$ 300.00
Jim Hathaway	Drivers Education	\$1,800.00
Jim Hathaway	Drivers Education	\$ 600.00
Jim Hathaway	Drivers Education	\$ 840.00
Sue Marler	Intro to PC	\$ 240.00
Mary Mair	NYSP	\$ 600.00

- Approval to employ the following students:

Abby Allen	Concessions	CWS
Shelley Anderson	Honors Office	CWS
Carrie Barnes	Leavenworth Ctr.	CF
Melissa Bruce	Physical Therapy	CWS
Cheapell Byrd	Library	CF
Vonzetta Chancellor	Library	CWS
Andy Garcia	Technology	CWS
Marques Givens	Biology Lab	CF
Jasmine Gordon	Women's Basketball	CWS
Katie Hale	Library	CF
Felicia Henderson	CEB	CWS
Kaitlyn Higgins	Tutor	CF
Gloria Horton	RPCWC	CWS
Mark Jelks	Library	CWS
Jill Johnson	Library	CWS
Sharina Johnson	Admissions	CWS
Tritia Johnson	Library	CWS
Jennifer Lozier	Leavenworth Ctr.	CF
Sandra Page	Social Science	CWS
Chree Partee	Leavenworth Ctr.	CF
Latosha Reed	CEB	CWS
Marissa Rivers	Athletics	CF
Pranee Thaveesakulthai	ESL	CF
Subrena Walker	Concessions	CWS
Gregory Wells	Concessions	CWS
Robert Wooksey	Computer Lab/Leav. Ctr.	CF

Mrs. Huerter moved to approve Personnel Recommendation items 1-8 as recommended. Mrs. Flunder seconded. Following brief discussion the motion carried.

15. Dr. Ardebili gave a brief presentation regarding the salaries of Secretarial Staff at the college which included some comparisons of secretarial salaries in area schools before recommending a one-time increase in annual salaries of secretarial staff of \$2,000 effective July 1, 2004. Mrs. Flunder moved to approve the recommendation to give a one-time annual increase of \$2,000 to Secretarial employees effective July 1, 2004. Mr. Duckers seconded.

Mrs. Huerter moved to table the motion until further study could be completed while other staffing issues were being considered. Mr. Roberts seconded the motion. The roll call vote to table the motion resulted as follows:

Mr. Duckers	No
Mrs. Durham	No
Mrs. Flunder	No
Mrs. Huerter	Yes
Mr. Roberts	Yes

The motion failed with 3 No votes and 2 yes votes.

The vote was taken regarding Mrs. Flunder's motion to increase the secretarial annual salaries by \$2,000 effective July 1, 2004 which resulted as follows:

Mr. Duckers	Yes
Mrs. Durham	Yes
Mrs. Flunder	Yes
Mrs. Huerter	No
Mr. Roberts	No

The motion passed with 3 Yes and 2 no votes.

16. Dr. Ardebili explained the Performance Agreement prepared for the Board of Regents and requested approval to send the said Agreement to the Kansas Board of Regents. Mrs. Flunder moved to approve the Performance Agreement to be sent to the KBOR. Mrs. Durham seconded and the motion carried.

17. Dr. Kaye Walter, Vice President for Academic Services, reiterated Dr. Burke's praise for the work done on the Leadership Academy and thanked especially Stacey Tucker, Sondra Osburn, , Dr. Ed Kremer, Dr. Steve Collins, Paul Hemmerla, and Brian Whitehead.

18. Dr. Walter recommended a 4% salary increase for the Adjunct Faculty for the 2004-2005 academic year. Mrs. Huerter moved to approve the recommendation to increase the salary base for Adjunct Instructors by 4% for the academic year 2004-2005. Mr. Duckers seconded and the motion carried.

19. Dr. Walter referred to the Annual Report for Academic Services and invited the Board to read it and bring back any questions or comments regarding the work reflected in the report.

20. Mr. Jerry Reid, Vice President for Student & Administrative Services, recommended the purchase of 100 computers for use in five computer labs between the Leavenworth Center and the Main Campus. Following discussion Mrs. Huerter moved to approve the purchase of 100 computers for \$99,800.00 from Microtech Computers, Inc. Mr. Duckers seconded and the motion carried.
21. Mr. Reid referred to Attachment B of the Agenda and recommended replacing the current light poles and fixtures and adding more lighting at the same time for the amount of \$15,053.00 as bid by Stanion Electric of KC,KS. Mrs. Flunder moved to approve the recommendation to replace existing lighting on the Track as recommended by Mr. Reid. Mrs. Huerter seconded and the motion carried.
22. Mr. Reid referred to Attachment C of the Agenda and recommended renewal of Health Insurance as directed by the Faculty & Staff Committee on Insurance which included a 14% increase of rates over last year but allowed more family members to have some coverage. Mrs. Huerter moved to accept the recommendation of Mr. Reid to renew the existing Health Insurance with proposed changes. Mr. Duckers seconded and the motion carried.
23. Mr. Reid referred to Attachment D of the Agenda and requested approval to publish the Budget for 2004-2005. Mr. Duckers moved to approve the publication of the Budget for the the 2004-2005 year as presented. Mrs. Flunder seconded and the motion carried unanimously.
24. Mr. Reid referred to Attachment E of the Agenda and recommended purchase of upgrade to the Administrative Computing System for the amount of \$56,786.90. Following discussion Mr. Duckers moved to approve the upgrade to the Administrative Computing System for the amount of \$56,786.90 from Educational Systems Products, Inc. Mrs. Huerter seconded and the motion carried.
25. At this time Mr. Leon Logan of Logan & Schmidt, Public Accountants reported on the Audit for 2002-2003. Following this report Mrs. Huerter moved to accept the Audit Reports as presented. Mr. Duckers seconded and the motion carried.

Mrs. Flunder left the room at 9:55 a.m. and returned at 10:00 a.m.

26. Mr. Reid referred to Attachment F of the Agenda which was the reconstruction of the college road directly in front of the college going from the Social Science & Humanities Bldgs down to the Performing Arts Bldg. Mr. Reid recommended acceptance of the bid from Deck Asphalt in the amount of \$24,132.00. Mr. Duckers moved to approve the recommendation of Mr. Reid to replace/reconstruct the road in front of the college buildings for the bid amount of \$24,132 from Deck Asphalt. Mrs. Durham seconded and the motion carried.
27. Mr. Reid referred to Attachment G of the Agenda which was the bids on printing of the Fall 2004 Class Schedule. Mr. Reid recommended acceptance of the bid from NPG printing in the amount of \$10,935.18. Mrs. Huerter moved to accept the recommendation by Mr. Reid

as presented for printing of the Fall 2004 Schedule. Mrs. Flunder seconded and the motion carried.

28. Mrs. Huerter moved to pay the bills with the exception of West Investments. Mr. Duckers seconded and the motion carried.

29. Mr. Duckers moved to pay the bill to West Investments. Mrs. Huerter seconded and the roll call vote resulted as follows:

Mr. Duckers	Yes
Mrs. Durham	Yes
Mrs. Flunder	Yes
Mrs. Huerter	Yes
Mr. Roberts	Abstained

The motion carried.

30. The Financial Report was accepted as presented.

31. Under Committee Reports Mrs. Durham reported on her trip to San Antonio for ACCT and that she received her certificate for completing the Institute on Multiracial Students and Identity from the National Conference on Race and Ethnicity she attended in June in Miami.

32. There was no Unfinished Business.

33. Under Miscellaneous Business it was necessary to schedule the time and date for the Annual Budget Hearing and regular meeting of the Board for August. Following discussion Mrs. Huerter moved to hold the August Budget Hearing at 9:00 a.m. on Tuesday, August 10th with the regular monthly meeting to following immediately after. Mrs. Flunder seconded and the motion carried.

34. Dr. Burke recommended entering executive session for the purpose of discussing Faculty Negotiations. Mrs. Durham moved to enter executive session for the purpose of discussing Faculty Negotiations for a period of 15 minutes allowing 10 minutes to clear the room, with possible action to follow. Regular session recessed at 10:30 a.m.

35. Executive session commenced at 10:40 a.m.

36. At 10:55 a.m. executive session was extended for 15 minutes.

37. At 11:05 regular session reconvened and Mrs. Huerter moved to enter executive session for the purpose of discussing matters subject to attorney-client privilege for a period of 15 minutes with no action to follow. Mrs. Flunder seconded and the motion carried.

38. At 11:25 a.m. the Board reconvened and moved the next executive session to rooms 2325 & 2326. Mrs. Huerter moved to enter executive session for the purpose of discussing a personnel matter pertaining to hearing a level V grievance for a period not to exceed 3 ½

hours. Mrs. Flunder seconded and the motion carried. Executive session commenced at 11:25 a.m.

39. The Board reconvened in regular session at 2:45 p.m. The Chairman announced that the Board had reached a decision regarding the June 23, 2004, Level V Grievance of Jan Jones. He stated that, with respect to the remedies sought in paragraph II in the grievance form, the remedy sought was approved in part and denied in part.

Mrs. Huerter made the following motion:

Requested Remedy 1 be granted in part and denied in part. The records of the investigation will be sealed and will be maintained in the office of the College's general counsel and will not become a part of Ms. Jones' Personnel File.

Requested Remedy 2 is granted.

Requested Remedy 3 is granted in part and denied in part. Ms. Jones will be required to participate in an alternative dispute resolution course at the expense of the College. Every effort will be made to identify a program which is held during Ms. Jones' duty day.

Requested Remedy 4 is declined.

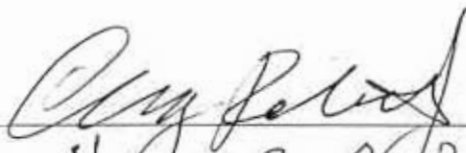
Requested Remedy 5 is declined.

Mrs. Durham seconded and the motion carried.

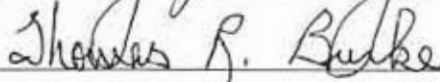
40. Mrs. Durham moved to adjourn the meeting. Mrs. Huerter seconded and the motion carried.

41. The meeting adjourned at 2:48 p.m.

ATTEST:



Chairman



Secretary