

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

October 12, 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, Mrs. Catherine Durham, Mrs. Jo Ann Huerter, Mr. Clay Roberts, Jr., and Ms. Sarah Washington. Mrs. Mary Ann Flunder was absent due to illness.

1. Mr. Duckers moved to approve the agenda with the following amendments:

**Correction(s):**

**IX. Vice President for Student & Administrative Services**

- I. Purchase of 114 Microtech computers for \$113,560. (Kansas State Contract Pricing)

**Addition:**

**XII Miscellaneous Business**

- C. Enter Executive Session for the purpose of considering a grievance filed by Dr. Wayne Hollis, Faculty Member in the EMS Program, against the College President

Mrs. Huerter seconded and the motion carried.

2. Mrs. Huerter moved to approve the minutes of the September 14, 2004 Board of Trustees meeting. Mrs. Washington seconded and the motion carried.
3. There were no communications.
4. There were no patrons or petitioners.
5. Under the President's Report Dr. Burke noted some concerns of the KBOR with concurrent enrollment in Kansas.
6. Dr. Morteza Ardebili noted that there were no Personnel Information items but presented Personnel Recommendation items VII B 1-9 for approval as follows:
  - Approval to uphold termination of Chris Arganbright as Groundskeeper in the Buildings & Grounds Dept. effective September 24, 2004
  - Approval to uphold termination of LaRae Ivanko as Instructor at the GM Skills Center effective September 15, 2004
  - Approval to employ the following Adjunct Instructors at the rate of \$625.00 per credit hour:

Dr. Corey Sullivan	Chemistry	August 16, 2004
David A. Sellens	Computer Science	August 16, 2004
Courtney B. Adler	Theatre	August 16, 2004

- Approval to employ Ruben E. Noquera as Online Education Technical Support Specialist in the Information Services Dept. effective September 20, 2004 at the annual salary of \$34,359.00
- Approval to employ Mickel R. Foster as EMT/MICT/Fire Science Lab Supervisor in the Math/Science/Technology Division effective September 20, 2004 at the annual salary of \$28,632.00
- Approval to employ the following part time Instructors for Workforce Development non-credit classes:
 

Dawn Strickland	Workplace Spanish	\$1,000.00
Sara Martella	Basic Spanish for Dispatchers	\$ 400.00
Switzer Resource Group	Skills of Leadership	\$ 460.00
Switzer Resource Group	Skills of Communication	\$ 460.00
- Approval to employ the following part time Instructors for Continuing Education non-credit classes:
 

Dawn Strickland	Command Spanish	\$ 60.00
Sue Marler	eBay	\$ 60.00
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Sara Henry-Martella	Spanish for Nurses	\$ 800.00
Mary Mair	NYSP	\$ 600.00
Dawn Strickland	GED Spanish Test	\$ 165.00
Blake Hughes	GM Center Sub. Teacher	\$ 888.37
Sue Marler	Using Your PC	\$ 240.00
Sue Marler	Using Your PC	\$ 240.00
- Approval to employ the following students:
 

Stephanie Adams	Child Care Center	CF
Abby Allen	Concessions	CF
Derek Allison	Baseball	CWS
Shelley Anderson	Honors	CWS
Holly Baker	Wellness Center	CWS
Misti Banister	Softball	CF
Carrie Barnes	Leavenworth Ctr.	CF
Tamaro Barnes	Business Div.	CF
Melissa Beal	Nursing Div.	CF
Desiree Berman	Leavenworth Ctr.	CF
Chelsea Boddie	Administration (J. Reid)	CWS
Jullian Bond	Bookstore	CWS
Simeon Borell	Track	CF
Travis Bowman	Child Care Ctr.	CF
Shannon Bowen	Athletics (Secretary)	CF
Barbara Bradfield	CEB	CF
Jake Bradshaw	Concessions	CF
John Bretthauer	Humanities	CF
Scott Broadstone	Music (Intern)	CF
Ashley Brown	Softball	CF
Stephanie Brown	Womens Basketball	CF
Cheryl Burnette	Theatre	CF

Whitney Charles	Track	CF
Candice Clevenger	Leavenworth Ctr.	CF
Amber Coleman	College Nurse	CWS
Ramica Combs	Wellness	CF
Jennifer Connor	Campus Police	CF
Nicole Cook	Nursing Div.	CWS
Adrian Crichlow	Student Activities	CF
Samuel Crockett	Debate	CF
Paul Culbertson	CIST/MST	CWS
Sarah Daniels	Volleyball	CF
Toni Dawson	Student Assessment	CF
Jacob Dean	Baseball	CF
Amelia Dercher	Social Science Div.	CF
Marla DeWalt	Child Care Ctr.	CF
Dana Dunsmore	Volleyball	CF
Erin Eberle	Respiratory Therapy	CF
Margarette Finney	IT IS (Intern)	CF
Andrea Fonteles	Social Science Div.	CF
Virginia Fracel	Counseling	CWS
Kiza Francis	Child Care Ctr.	CF
William Francis	CIS	CWS
Kaili Garcia	Admissions	CWS
Jasmine Gordon	Womens Basketball	CWS
Brian Gunnerson	CIS	CWS
Katie Hale	Library	CWS
Ezell Hall	Bookstore	CWS
Kenneth Heath	CIS	CWS
Veronica Hemmerla	ESL	CF
Angela Henderson	Community Outreach	CWS
Faith Hoag	Library	CWS
Victoria Hodges	Bookstore	CF
Tyler Holstrom	Forensics	CF
Lakeisha Hughes	Research	CWS
Daniel Husband	Music	CF
Momodou Jallow	Intercultural Center	CF
Jason Jemison	Mens Basketball	CF
William Jeselnik	Theatre	CF
Darahn Johnson	Library	CWS
Phonso Johnson	Media Services	CF
Shanne Johnson	Admissions	CWS
Tiffany Johnson	Library	CF
Robert Jones	Library	CF
Joseph Juarez	Baseball	CWS
Heather Kelly	Admissions	CF
Shelley King	Physical Therapy	CWS
Keith Laws	Art Dept.	CWS

Bee Lee	CIS	CWS
Kong Lee	Nursing Div.	CWS
Latrice Lee	Performing Arts	CWS
Shannic Lee	Performing Arts	CWS
Ross Low	Leavenworth Ctr.	CF
Saunta Lyons	Duplicating	CF
Nailah Marks	Financial Aid	CF
Anita Madngal	Intercultural Ctr.	CWS
Serge Mgill	Track	CF
Meilce Mginn	ESL	CF
Trishana McGowan	Track	CF
Shanta McPhee	Student Activities	CF
Terry Menefee	Mens Basketball	CF
Stephanie Minniear	Music Dept.	CWS
Jason Middleton	Concessions	CWS
Jimmy Mojica	Concessions	CWS
Janae Newman	College Nurse	CWS
Yunusa Njie	Child Care Ctr.	CF
Niefrae Okpagu	Early Childhood Ed.	CWS
Antoinette Padilla	Student Activities	CWS
Daniel Page	Tutor	CF
Sandra Page	Social Science Div.	CWS
Chree Partee	Leavenworth Ctr.	CF
Perry Patterson	Theatre	CWS
Andres Patton	Concessions	CF
Ashley Pickening	Humanities	CF
Joel Pile	Media Services	CF
Deborah Pope	CEB	CWS
Katie Pope	Business Office	CWS
Manssa Rivers	Athletics	CF
Dion Rodriquez	Media Services	CF
Lavonda Roy	Business Office	CF
Jonathan Rupert	CIS	CF
Ashley Sanders	Womens Basketball	CF
McKenzie Schmitz	Honors	CF
Michale Sear	Biology Lab	CWS
Tim Seaton	Career Center	CWS
Kyle Seetin	Theatre	CF
William Sharp	Baseball	CF
Lexye Shaoockley	Journalism	CWS
Aaron Shuck	Honors	CF
Nick Sloan	Journalism	CF
Alana Smith	Wellness Center	CF
Andrea Smith	Wellness Center	CWS
Peter Smith	Music	CF
Laura Steeby	Music	CF

Brian Strodtman	Concessions	CWS
Joe Suther	Early Childhood Ed.	CWS
Cherice Swopes	Child Care Center	CF
Madisen Sylvaa	Womens Basketball	CWS
Michael Sylvara	Mens Basketball	CF
Ashley Talley	Softball	CF
Pranee Thaveesangsakulthai	ESL	CF
Michael Tosspoon	Music (intern)	CF
Thadd Triplett	Theatre	CF
Victor Trammell	Wellness	CWS
Krystall Troutman	Child Care Ctr.	CF
David Truitt	Ambassador	CF
Dwayne Turner	CIS	CF
Mekaile Turner	Library	CWS
Daryl Walker	Wellness Ctr.	CWS
Subrena Walker	Concessions	CWS
Jessie Wilson	Bldgs. & Grounds	CWS
Kandie Wood	Athletic Trainer	CWS
Rob Woolsey	Leavenworth Ctr.	CF
Jill Young	Leavenworth Ctr.	CF
Mary Abson	Campus Police	CWS
Drameco Bridgewater	Bldgs. & Grounds	CF
Brandy Clark	Library	CWS
Gina Colbert	Chemistry	CWS
Dion Durham	Bldgs. & Grounds	CWS
Betty Foley	Financial Aid	CWS
Cheri Gillespie	Endowment	CF
Shawna Harding	Leavenworth Ctr.	CWS
Wandalee Harris	Wellness Ctr.	CF
Mara Hofer	Athletics	CF
Justin James	Soccer	CWS
Cottrell Martin	Tutor	CF
Carlos Martinez	Bldgs. & Grounds	CWS
Eric Potts	Media Services	CWS
Prentes Potts	Mens Basketball	CF
Daniel Rezin	Concessions	CF
Nichole Schambach	Business Office	CF
Melissa Turner	Soccer	CF
Cedric Webster	Campus Police	CWS

- Approval of change/addition of duties for Curtis Smith in the Buildings & Grounds Dept. to Lead Person of Custodians/Afternoon Shift effective September 15, 2004 at the annual salary of \$28,501.36

Mr. Duckers moved to approve the Personnel Recommendations as presented. Ms. Washington seconded and the motion carried.

7. In Dr. Kaye Walter's absence, Dr. Burke gave the report for Academic Services by introducing Dr. Amy Fugate, Dean of Humanities and Fine Arts, who introduced Dr. Tamara Agha-Jaffar to give a presentation on the Summer Writing Institute held this past summer. This program was offered to selected high school sophomores in the area to assist with and cultivate their writing skills. The instructors involved were Greg Ventello, Adam Hadley, Jim Krajewski, and Dr. Tamara Agha-Jaffar. It was a huge success and they are looking forward to offering it this coming summer. Dr. Burke thanked all of the instructors and coordinators involved in the project that made it such a success.
8. Dr. Burke introduced Dr. Cindy Hoss to give a report and summary of the Title III Grant recently received by the college. The overview noted that the name of the project is "Creating a Comprehensive Student Engagement System" and that the funding schedule would be as follows totaling approximately \$1.8 million: Year 1 - \$364,814, Year 2 - \$363,951, Year 3 - \$365,000, Year 4 - \$364,778, and Year 5 - \$365,000. Following this presentation the Board thanked Dr. Hoss for all of her work with this and congratulated her on the success of this grant.
9. Mr. Jerry Reid, Vice President for Student and Academic Services, presented the bills for payment and noted that there was not a bill to West Investments included. Mrs. Huerter moved to pay the bills. Ms. Washington seconded and the motion carried unanimously.
10. The Financial Report was accepted as presented.
11. Mr. Reid referred to Attachment A of the Agenda regarding bids on CISCO electronic equipment and recommended accepting the low bid from SBC Communications out of St. Louis, MO in the amount of \$15,868. Mr. Duckers moved to accept the recommendation of Mr. Reid to accept the bid from SBC Communications to purchase electronic equipment for network computer instruction for the ITIS Department in the amount of \$15,868. Mrs. Durham seconded and the motion carried.
12. Mr. Reid referred to Attachment B of the Agenda regarding bids for the replacement of carpet in the Math Student Lounge. He recommended accepting the low bid in the amount of \$7,488.00 from Bell Floor Covering. Mrs. Huerter moved to accept the low bid of \$7,488.00 to replace the carpet in the Math Student Lounge area by Bell Floor Covering. Ms. Washington seconded and the motion carried.
13. Mr. Reid referred to Attachment C of the Agenda regarding the bids for Heating and Air-Conditioning in the Field House and recommended accepting the low bid from York: CFM Distributors out of Kansas City, MO in the amount of \$73,715.00 to install heating and air-conditioning in the Field House. Mr. Reid explained that this bid was for specialized help necessary for installation, and materials and that the college would do the other general work. Mr. Duckers moved to accept Mr. Reid's recommendation. Ms. Washington seconded and the motion carried.
14. Mr. Reid referred to Attachment D of the Agenda regarding bids for software upgrades for the AutoCAD programs in the Technology Division. He recommended accepting the low

bid from Midwest CAD out of Lee's Summit, MO in the amount of \$12,410.00. It was noted that the money to pay for this would come out of the Carl Perkins Grant money. Mrs. Huerter moved to accept the low bid from Midwest CAD out of Lee's Summit, MO in the amount of \$12,410.00 for upgrading the AutoCAD software in the Technology Dept. Ms. Washington seconded and the motion carried.

15. Mr. Reid distributed a list of the surplus equipment and requested permission to dispose of this equipment by way of auction. Mrs. Huerter moved to give Mr. Reid permission to dispose of the surplus equipment in the manner presented. Mrs. Durham seconded and the motion carried.
16. Mr. Reid recommended that the college purchase 114 Microtech Computers for \$113,560 (according to Kansas State Contract pricing). There was brief discussion. Mr. Duckers moved to purchase 114 Microtech Computers for \$113,560 as recommended by Mr. Reid. Mrs. Huerter seconded and the motion carried. It was clarified that 72 of the 114 computers purchased would be paid for by Carl Perkins Grant money and the balance from the capital outlay account.
17. Mr. Reid recommended entering into a lease agreement for a Xerox DC470 Copier for the Duplicating Dept. for a term of 60 months at a rate of \$232.93 per month with a \$1 buyout option for a total amount of \$13,976.80 (according to Kansas State Contract Pricing). Ms. Washington moved to enter into a lease agreement for a Xerox DC470 Copier for the Duplicating Dept. for a term of 60 months at a rate of \$232.93 per month with a \$1 buyout option for a total amount of \$13,976.80 as recommended by Mr. Reid. Mrs. Huerter seconded and the motion carried.
18. Mr. Reid referred to Attachment E of the Agenda regarding the renewal of the Property & Casualty Insurance effective November 14, 2004 and recommended accepting the renewal offer from EMC in the amount of \$137,612.00 for the existing coverage for the year 2004-2005. It was noted that this renewal rate was approx. \$3,500 less than last year. Ms. Washington moved to accept the renewal offer from EMC in the amount of \$137,612.00 for the existing coverage for the year 2004-2005. Mr. Duckers seconded and the motion carried.
19. Mr. Reid informed the college that the final mill levy was 20.423 instead of the estimated 20.442.
20. Under Reports of Committees Mrs. Durham gave a report on the recent ACCT Conference she attended in New Orleans, LA.
21. Under Unfinished Business Mr. Reid referred to Attachment F regarding possible bank depositories. Following much discussion Mrs. Huerter moved to accept the Bank Depositories as presented in Attachment F for at least one year. Mrs. Durham seconded and the vote resulted in 4 yes votes and 1 abstention.
22. Dr. Burke referred to Attachment G of the Agenda regarding the recommendation for Adjunct Faculty Title Schedule by the College Senate. Following discussion Mrs. Huerter

moved to adopt the proposed title schedule for Adjunct Faculty effective immediately. Ms. Washington seconded and the motion carried.

23. Mr. Duckers moved to enter executive session to receive privileged attorney/client communication, to discuss possible acquisition of real estate, and faculty negotiations for a period not to exceed 20 minutes. Mrs. Huerter seconded and the motion carried. The Chairman allowed 5 minutes to clear the room.
24. Executive session convened at 10:10 a.m. It was extended at 10:30 a.m. for a period of 10 minutes.
25. At 10:40 a.m. regular session reconvened and Mrs. Huerter moved to approve the negotiated Faculty contract for the years 2003-2004 and 2004-2005 with changes proposed in the October 12, 2004 letter from Brian Whitehead, President of Faculty Senate. Ms. Washington seconded and the motion carried unanimously.
26. Mr. Duckers moved to increase staff salaries by 1% over 2003-04 salaries to match the percentage increase approved for faculty for the 2004-2005 academic year. Mrs. Huerter seconded and the motion carried unanimously.
27. Mrs. Huerter moved to enter executive session for a period not to exceed one hour for the purpose of protecting communication deemed privileged within the attorney-client relationship for the first 10 minutes and to discuss personnel matters and to protect the privacy interest of the individual involved for the remaining 50 minutes. Ms. Washington seconded and the motion carried.
28. Executive session commenced at 10:41 a.m. and ended at 11:15 a.m. at which time Mr. Duckers moved to adjourn the meeting. Mrs. Huerter seconded and the motion carried.

ATTEST: \_\_\_\_\_ Chairman  
\_\_\_\_\_ Secretary