

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

January 11, 2006

The regular monthly meeting of the Board of Trustees was called to order at 5:30 p.m. in the Board Conference Room at the College by the Chairman, J.D. Rios. Roll call indicated the following Trustees present: Nancy Carry, Catherine Durham, Karen Hernandez, J.D. Rios, and Clyde Townsend. Mary Ann Flunder was absent.

1. Dr. Thomas Burke, President, referred to the following amendments to the agenda for approval:

**Corrections:**

VII B. 1. Approval to employ Kimberly **Hoffman (not Huffman)** as Academic Support Specialist for the Title III Grant effective January 9, 2006 at the annual salary of **\$37,492.00 (not \$36,400.00)**

6. Change in status of employment for Cindy Otts from Transition Support Specialist to Title III/Grant Coordinator effective January 13, 2005 at the annual salary of **\$53,818.00 (not \$48,000.00)**

Trustee Townsend moved to approve the amendments to the agenda as presented. Trustee Durham seconded and the motion carried.

2. The Chairman called for corrections or changes to the minutes of the December 14, 2005 Board of Trustees meeting. Trustee Hernandez noted the following:
  - Item #6 – Add the title “Rev.” in front of the name of Brenda Hayes
  - Item #7 – Correct the name of Michael Peters to Michael Peterson
  - Item #8 – Add the title Kansas State Senator in front of the name David Haley
  - Item #9 – Correct the spelling of Jack Yunghans to Jack Younghans
  - Item #17 – Correct the spelling of Qurindaro Reins to Quindaro Ruins
  - Item #39 – remove the extra “to” following “Treasurer” in the first sentenceTrustee Durham moved to accept the minutes of the December 14, 2005 Board of Trustees meeting with the corrections noted. Trustee Townsend seconded and the motion carried.

3. The next item on the Agenda was Patrons & Petitioners. At this time Mrs. Melanie Jackson-Scott, Director of the Intercultural Center, residing at 3925 N. E. 63<sup>rd</sup> St., Gladstone, MO, spoke briefly about her feelings that Intercultural Center was misaligned under the new organization structure presented at the December 14<sup>th</sup> Board of Trustees meeting. She distributed copies of her written reasoning and requested that it be made a part of the minutes of the January Board of Trustees minutes. She thanked the Board

for the opportunity to address them. The Chairman thanked Mrs. Jackson-Scott for the organized written presentation of her ideas and said that this was the fashion in which he hoped any presentation to the Board would be presented.

4. There were no communications.
5. Under the President's Report, Dr. Burke reported on the additional \$5,086,000 in funding in the budget for community colleges in the coming year and that this did not include the 3.2 million dollars for out-district aid for community colleges included in the budget.
6. Dr. Burke reported on the recent reorganization in the college and that advertisement for the Dean of Finance & Administrative Svcs. went out before break in December, and that the advertisement for the Dean of Institutional Svcs. position was ready to distribute.
7. Dr. Burke reported on a recent meeting sponsored by the Sheriff's Dept. and introduced potential partnerships of the community college with Korean colleges and the presentation of Tae Kwon Do educational aspects.
8. Dr. Burke reminded the Board of the Annual Chamber of Commerce Luncheon to be held on February 3<sup>rd</sup> starting at 11:30 a.m. and invited the Board to notify the President's Office if they wished to attend with the college.
9. Dr. Burke noted that the next regularly scheduled Board Meeting to be held on February 8<sup>th</sup>, however, there will be two board members absent due to their attendance at the Annual ACCT Legislative Conference in Washington, D.C. He suggested rescheduling the meeting for later or earlier to avoid the possibility of not having a quorum. There was discussion. It was the consensus of the Board that the meeting would be held on Friday, February 10<sup>th</sup> at 4:00 p.m. Legal Counsel advised that this would be a special meeting because it fell outside of the schedule of meetings set at the annual reorganization meeting in July 2005. Trustee Carry moved to accept the date of February 10, 2006 as the date for the next regular Board of Trustees meeting for February. Trustee Townsend seconded and the motion carried.
10. Trustee Carry had a question concerning the hiring of the architect for the Fine Arts Center project. Dr. Burke informed her that this would not be started until the position for the Dean of Finance & Administrative Services was filled.
11. Dr. Burke was commended on pressing through the start of the new semester considering his recent illness, ailments, and other challenges. Dr. Burke thanked the Board.

12. Under the Provost Report Dr. Morteza Ardebili spoke favorably about the performance of the Deans Council and them rising to the occasion with the recent changes. He informed the Board that he had instituted an Associate Provost position which would assist him. This position would rotate each month among the Deans.

13. Dr. Ardebili noted the following Personnel Information items from the agenda:

- Resignation of Carol Fagan as Title III Activity Director/Grant Coordinator effective January 13, 2006
- Resignation of Carol (Becky) Pinter as Part Time Secretary effective January 3, 2006

14. Dr. Ardebili presented the following Personnel Recommendations for approval:

- Approval to employ Kimberly Hoffman as Academic Support Specialist for the Title III Grant effective January 9, 2006 at the annual salary of \$37,492.00
- Approval to employ the following part time Instructors for Workforce Development credit classes:

Joe Ritt	Circuit Analysis I	\$1,300.00
Ardith Bequette	Bus. Law I	\$1,875.00

- Approval to employ the following part time Instructors for Workforce Development non-credit classes:

Stephanie Marquez	Convers. Spanish	\$ 270.00
Stephanie Marquez	Translation Svcs.	\$ 675.00
Stephanie Marquez	Spanish for Cust. Svc.	\$ 640.00
Stephanie Marquez	Spanish for Retail Sales	\$ 500.00
Rachel Herman	Adv. Business English	\$ 300.00

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

William McKeel	EMT-B Refresher Course	\$ 140.00
Francis Green	EMT-B Refresher Course	\$ 140.00
Sheldon Guenther	EMT-B Refresher Course	\$ 750.00
Joyce McMahon	Ethics for Allied Health Prof.	\$ 360.00
Jim Hathaway	Driver Education	\$1,680.00

- Change in status of employment for Tony Russ from Part Time Custodian to Full Time Custodian in the Buildings & Grounds Dept. effective December 14, 2005 at the annual salary of \$19,957.00
- Change in status of employment for Cindy Otts from Transition Support Specialist to Title III/Grant Coordinator effective January 13, 2005 at the annual salary of \$53,818.00

Trustee Hernandez moved to approve the recommendations of the Provost as presented. Trustee Townsend seconded and the motion carried.

15. The bills were presented for payment. Trustee Durham moved to pay the bills. Trustee Carry seconded and the motion carried.

16. Dr. Ardebili referred to Mrs. Marie Branstetter, Director of the Business Office, present and explain the Financial Report. Not hearing any questions the Chairman called for a vote to accept the Financial Report. Trustee Carry moved to accept the Financial Report as presented. Trustee Hernandez seconded and the motion carried.
17. The next item was the purchase of SecureCheck software for Administrative Computing from AcuPrint Technology for \$7,580.00. Dr. Ardebili referred the explanation of this purchase to Bill Chennault who in turn introduced Jim Bennett, Director for Administrative Computing, who explained that the recent need for different signatures due to organization restructuring, it was necessary to change and update the software used for this purpose. Following discussion Mr. Bennett explained that this new software should be good for approximately 7 to 10 years before needing upgrade or change. Trustee Townsend moved to purchase the software as recommended. Trustee Hernandez seconded and the motion carried.
18. Under Committee Reports Trustee Carry gave an oral report from the site planning committee by noting that they had met on January 10<sup>th</sup> and went through some of the Humanities areas and saw that there was upgrading and/or retrofitting to the airflow system and simple work that could be done to enhance some of those areas with spatial or acoustical challenges. She noted that the committee would be meeting again on February 3<sup>rd</sup>. The Chairman asked the Provost to consult with the staff that met with the Board site planning committee members Carry and Hernandez regarding work that needed to be done. There were no other committee reports.
19. Chairman Rios asked the Provost about the situation of the front road and the condition of the repairs made to it. Dr. Ardebili responded that the repairs made were meant to be temporary until the weather allowed for more in depth and permanent repairs to be made. The Chairman noted that it was still important to have even the temporary repairs have a better appearance than what they did and asked that Dr. Ardebili get back to the Board on that.
20. Trustee Durham moved to enter executive session for the purpose of discussing faculty negotiations and a matter subject to attorney-client privilege for a period not to exceed ten minutes. Trustee Townsend seconded and the motion carried. At 6:18 p.m. the Chairman allowed five minutes to clear the room.
21. Executive session commenced at 6:23 p.m.
22. Regular session reconvened at 6:34 p.m. at which time Trustee Durham moved to adjourn the meeting. Trustee Carry seconded and the motion carried.
23. The meeting adjourned at 6:36 p.m.

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

\_\_\_\_\_ Secretary