

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

December 14, 2005

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, Mr. J.D. Rios. Roll call indicated the following Trustees present: Nancy Carry, Catherine Durham, Mary Ann Flunder, Karen Hernandez, Mr. J.D. Rios and Clyde Townsend.

1. Dr. Thomas Burke, President, recommended a change to the Agenda as follows:
(Delete) item **XI. D. Enter executive session to discuss faculty negotiations** because there is no longer a need and replace it with **Enter executive session according to the Kansas Open Meeting Act to discuss a matter in executive session to protect the private interest of the individual involved.** Trustee Hernandez moved to approve the agenda as amended. Trustee Townsend seconded and the motion carried.
2. Trustee Carry moved to approve the minutes of the November 9, 2005 Board of Trustees meeting. Trustee Hernandez seconded and the motion carried.
3. Trustee Durham moved to approve the minutes of the November 28, 2005 Special Meeting of the Board of Trustees. Trustee Carry seconded and the motion carried.
4. Chairman Rios called for any Patrons or Petitioners wishing to address the Board at this time. First to speak to the Board was Dr. Charles Reitz, Professor in the Social Science Division and Co-Director for the Intercultural Center who stated that he was appalled at the negative newspaper publicity recently received and wanted to know who would be making an official response to them.
5. The next to speak was Dr. Nolen Ellison, former KCKCC Board Member, who was asked to speak on Clyde Townsend's behalf. He stated that everyone here speaking on behalf of Clyde Townsend had shared his accomplishments as a moral and ethical man. He said that in any political position there were trade offs to be made and that Clyde's contributions outweighed his mistakes. He thanked the Board for allowing him time to comment.
6. Rev. Brenda Hayes of 324 Walker St., Kansas City Kansas and Pastor of Clyde Townsend's church, commended the Board of their appointment of Clyde Townsend as a Board member and praised Clyde's demonstration of commitment to the community.

7. Michael Peterson, attorney, and state representative, of 450 N. 17th St., Kansas City, KS addressed the Board and commended the Board on their appointment of Clyde Townsend and said that he was more than happy to speak on his behalf when he was asked to. The Board thanked Mr. Peters for his comments.
8. The next patron to address the Board was LaVert Murray, former KCKCC Board member, who spoke initially to Charles Reitz's letter. He said that he hoped he did not have to take offense to Dr. Reitz's reference to the "Old Board's racism in personnel practices and opposition to multicultural educational reform." As a former Board member he strongly supported multiculturalism at KCKCC and disagreed with Dr. Reitz's all inclusive statement. Also he wanted to remind the current Board that should the Board choose to move in favor of a seven member board, the statutes are clear that this seventh board position cannot be filled by appointment. The Board thanked Mr. Murray for his comments.
9. Kansas State Senator David Haley of 936 Cleveland, Kansas City, KS was the next patron to address the Board on behalf of Clyde Townsend. He noted that Clyde Townsend was the definition of public service. He stated that he respects and appreciates the action taken in appointing Clyde Townsend to the Board of Trustees.
10. John Burris, Sr. of 13th and Roeland, addressed the Board as a citizen concerned about the future education of his great granddaughter and other youth. He said that he meant no disrespect to Mr. Townsend and knew him and others that had spoken at this meeting on his behalf but did not believe that Clyde Townsend represented the most qualified choice for the KCKCC Board of Trustees of the candidates interviewed. He thanked the Board for the opportunity to be heard.
11. Butch Ellison of 5323 Nogard, Kansas City, KS spoke briefly on Clyde Townsend's behalf by saying that he supported Clyde 100%. The Board thanked him for his comments.
12. Tino Camacho of 2801 N. 55th, Kansas City, MO spoke on Clyde Townsend's behalf by saying that Clyde had more integrity and more respect than any other man in Wyandotte County. The Board thanked him for his comments.
13. Jack Yunghans of the Community Advisory Board for the Intercultural Center said that he strongly supported Clyde Townsend and that the publicity against Clyde was a case of profiling due to negative opinions. The Board thanked him for his comments.
14. There were no communications.
15. Under the President's Report, Dr. Burke noted the retirement of Jerry Reid and that there would need to be an appointment of another Treasurer of the Board. Dr. Burke

recommended that he be named as the Treasurer temporarily. When legal counsel was asked whether this was a conflict of interest, Attorney Winn stated that for a short period of time there is no problem with it. Trustee Flunder moved to appoint Dr. Burke as temporary Treasurer of the Board of Trustees. Trustee Carry seconded and the motion carried.

16. Dr. Burke read a letter from Reggie Robinson of the Kansas Board of Regents regarding Rosemary Lischka and the selection of Kansas as one of the top states for “Best Practices” status in the field of adult basic education. The Board congratulated Rosemary on the recognition in her area.
17. Dr. Burke introduced Dr. Steve Collins to give an update on the Quindaro Ruins project as requested by Trustee Flunder. Dr. Collins reported that \$370,250 had been raised in cash and “in kind” services, \$180,000 in time & equipment from KCKCC and \$190,000 in time and grant raised fees. On behalf of the partnership, Dr. Collins thanked all of those involved in the efforts to stabilize the ruins site. The approximate completion date is June 2006. The Board thanked Dr. Collins for his presentation.
18. Dr. Morteza Ardebili, the Vice President for Executive Services, presented the following personnel information items:
 - Resignation of Laura Lillich as Adjunct Instructor for Nursing effective December 15, 2005
 - Resignation of Lee Conine as E-Portfolio Educational Specialist in the Information Services Dept. effective December 2, 2005
 - Resignation of James Starshak as part time Personal Trainer effective December 14, 2005
19. Dr. Ardebili presented the following personnel recommendations for approval:
 - Approval to employ the following part time Instructors for workforce Development credit classes:

Joe Ritt	Electric Circuit Fundamentals	\$1,300.00
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 - Approval to employ the following part time Instructors for Workforce Development non-credit classes:

Stephanie Marquez	Span. for Warehousing	\$1,220.00
Stephanie Marquez	Span. for Construction Sites	\$ 396.00
Mary Brown	Publisher Presentation Trng.	\$ 100.00
JoAnne Gibson Lucas	Leadership Training	\$ 500.00
Louis J. Tuck	Crystal Reports Trng.	\$1,440.00
 - Approval to employ the following part time Instructors for Continuing Education non-credit classes:

Max Klamm	GED Spanish Test	\$ 90.00
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 - Approval to employ the following students:

Julie Fleming	Tutor	CF
Steven King	Concessions	CF
William LeBerge	Ambassador	CF
Joseph Manning	Intern/IT IS	CF
Alexandria McKinney	Continuing Ed.	CF
Leah Mease	Tutor/Leav. Ctr.	CF
Elizabeth Moreau	Intern/Library	CF
Francisco Nieves	Tutor/Leav. Ctr.	CF
Sierra Nitz	Intern/IT IS	CF
Alana Roach	Library	CWS
Emioly Shuman	PTA Ed.	CF
Monica Soto	Journalism	CF

- Change in status of employment for Adrian Welch from Custodian to Maintenance Worker in the Buildings & Grounds Dept. effective November 14, 2005 at the salary of \$22,304.00

Trustee Townsend moved to approve the personnel recommendations as presented. Trustee Durham seconded and the motion carried.

20. Dr. Ardebili recommended approval of a proposed policy change to affected leave policies where leave increments were changed to fifteen minutes instead of one hour. This change was proposed to correct overcharging of leave time for increments less than one hour. Following discussion Trustee Townsend moved to approve the changes as recommended to leave policies to read fifteen minutes instead of one hour effective January 1, 2006. Trustee Carry seconded and the motion carried.
21. Dr. Burke referred to the Financial Report and presented the bills for payment. Trustee Townsend moved to pay the bills as presented. Trustee Durham seconded and the motion carried.
22. The Financial Report was presented. Trustee Townsend moved to approve the Financial Report as presented. Trustee Carry seconded and the motion carried.
23. Dr. Burke recommended renewal of the Microsoft annual software license (450 seats) for Information Services for \$27,318.91 from the KCKCC Bookstore as the vendor. Trustee Carry moved to approve the renewal of the Microsoft annual software license (450 seats) for Information Services for \$27,318.91 from the KCKCC Bookstore as the vendor. Trustee Townsend seconded and the motion carried.
24. Dr. Burke recommended conversion of the lower Social Science HVAC from Air Handler Units to Variable Air Volume boxes for Bldgs. & Grounds through C & C Group for \$13,646.00. Trustee Townsend moved to approve the recommendation as presented. Trustee Hernandez seconded and the motion carried.

25. Dr. Burke recommended purchase of the KasperSky security software license (perpetual) plus two years maintenance for Information Services from KasperSky for \$14,602.00. Trustee Carry moved to approve the recommendation as presented. Trustee Townsend seconded. Following discussion the motion carried.

26. Dr. Burke recommended purchase of GWAVA Suirte Virus/Spam protection software license (annual) for Information Services from Data Technique (sole source) for \$15,136.80. Trustee Durham moved to approve the recommendation as presented. Trustee Carry seconded and the motion carried.

27. Dr. Burke recommended disposal of the Admissions & Records White 2000 Power File system for use at USD 500. Trustee Townsend moved to approve the recommendation as presented. Trustee Carry seconded. A roll call vote resulted as follows:

Trustee Carry	Yes
Trustee Durham	Yes
Trustee Flunder	Yes
Trustee Hernandez	Yes
Trustee Rios	Abstain
Trustee Townsend	Yes

The motion carried.

28. Dr. Burke introduced Skip Wheat of Wheat Insurance Agency and referred to Attachment B of the Agenda regarding a dividend from Employers Mutual Insurance Company. Mr. Wheat presented the college with a check in the amount of \$4,665.27 representing the dividend earned on the past year's property liability improved loss history. The Board thanked Mr. Wheat for this presentation.

29. Dr. Burke referred to Attachment C of the Agenda and recommended the purchase of 5 computers and 10 monitors for the Continuing Education Division from Del Computers for the amount of \$6,786.80. Following discussion Trustee Townsend moved to approve the recommendation as presented. Trustee Durham seconded and the motion carried.

30. Dr. Burke informed the Board that the federal mileage reimbursement rate had been increased to 44.5 cents per mile effective January 2006, and recommended that the college increase their rate also to 44.5 cents per mile. Trustee Hernandez moved to approve the recommendation as presented. Trustee Townsend seconded and the motion carried.

31. Under Committee Reports, Trustee Hernandez reported on the most recent College Senate meeting and distributed her notes on the following items:

- Retirement of Jerry Reid as Vice President for Student & Administrative Svcs.

- The appointment of Clyde Townsend as Board of Trustee member
- Action on Travel Policy
- Action on Leave Policy
- Renaming the Social Science Bldg. in honor of Dr. Henry Louis
- Recent coverage by newspapers
- Faculty Senate's request for Veteran's Day as college Holiday on Academic Calendar

The Chairman thanked Trustee Hernandez for her written and oral report.

32. There was no unfinished business.
33. Under Miscellaneous Business Dr. Burke recommended approval of the following Travel Policy as recommended by the College Senate:

Employee Travel Policy

In order to enhance KCKCC's commitment to student learning, its recognized leadership role at the local, state and national level, and its image as a progressive educational institution, travel for college employees is valued and encouraged within budget constraints. Travel to conferences, seminars and workshops support professional and organizational growth, provides for networking and information gathering and sharing, identifies resources for organizational and programmatic development and promotes quality educational opportunities. It is expected that travelers on college business will exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business. Excess costs, luxury accommodations, circuitous routes, or delays in performance of an assignment are not considered exercising prudence. Travel must be approved by the appropriate supervisor, dean, vice-president or president according to existing college procedures.

Trustee Townsend moved to approve the Employee Travel Policy as presented. Trustee Hernandez seconded. Following discussion with legal counsel it was decided that Human Resources would set the procedures to administer the policy as presented leaving the policy wording as is. The motion carried.

34. The next order of business was a recommendation by the college senate to rename the Social Science Building in honor of the late Dr. Henry Louis. Trustee Flunder moved to rename the Social Science Building to the Henry Louis Building. Trustee Durham seconded. A roll call resulted as follows:

Trustee Carry	Yes
Trustee Durham	Yes
Trustee Flunder	Yes
Trustee Hernandez	Yes

Trustee Rios	Yes
Trustee Townsend	Yes

The motion carried unanimously. The dedication event will be coordinated and announced at a later date.

35. Dr. Burke recommended that the next item to be handled be item E. “Discussion on moving to a seven member board,” with item C. “Consider adoption of a college reorganization plan” to follow before entering executive session. Legal counsel was consulted and summarized the statutes and board’s intent. The Board would need to publish its intent to move to a seven member board with proper time of posting. The Chairman noted that he was aware of the seventh position not being a position of appointment but of election which would take place after a seven member board was authorized. Trustee Carry moved to approve the resolution of intent as presented with the recommendation to publish the notice of intent in January 2006 within a period of 30 days as required by Kansas law for three consecutive weeks. **(Attachment 1)**

Trustee Durham seconded and the motion resulted in the following roll call vote:

Trustee Carry	Yes
Trustee Durham	Yes
Trustee Flunder	Yes
Trustee Hernandez	Yes
Trustee Rios	Yes
Trustee Townsend	Yes

The motion carried unanimously.

36. The next item was the college reorganization plan. Dr. Burke reviewed the history of the college organization structure. He stated that the resignation of the Vice President for Academic Services and the Vice President for Student & Administrative Svcs. had made the need for restructuring more necessary. Dr. Burke then presented the organizational structure that he intended to implement based on the necessary reorganization. **(Attachment 2)** Discussion ensued. Discussion continued regarding the advertisement for the two new positions being added which would be the Dean of Financial & Administrative Services and the Dean of Institutional Services. It was concluded that the advertising for these two positions would be both internal and external.

37. Trustee Townsend moved to enter executive session for the purpose of discussing personnel matters subject to attorney/client privilege to protect the privacy of the individual involved for a period of 45 minutes with possible action to follow. Trustee Durham seconded and the motion carried. Regular session recessed at 8:38 p.m. with an allowance of five minutes to clear the room.

38. Regular session reconvened at 9:38 p.m. at which time Trustee Carry moved to appoint Dr. Morteza Ardebili to the position of Provost at the annual salary of \$135,000.00

effective December 15, 2005. Trustee Townsend seconded. The motion carried with 5 yes and 1 no votes (Trustee Flunder).

39. At this time the legal counsel readvised the Board that Dr. Burke should not be appointed as Treasurer due to the imbalance of offices to the Board as the CEO/President and the Secretary of the Board, and recommended that Dr. Ardebili be appointed as Treasurer to the Board. Trustee Townsend moved to appoint Dr. Ardebili as Treasurer to the Board. Trustee Hernandez seconded and the motion carried.

40. Trustee Townsend moved to adjourn the meeting. Trustee Flunder seconded and the motion carried.

41. The meeting adjourned at 9:58 p.m.

ATTEST: _____ Chairman

_____ Secretary