

KANSAS CITY KANSAS COMMUNITY COLLEGE

Public Budget Hearing and Board of Trustees Meeting

August 9, 2005

The annual Budget Hearing 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, Trustee J.D. Rios. Roll call indicated the following trustees present: Nancy Carry, Catherine Durham, Mary Ann Flunder, Karen Hernandez, Jo Ann Huerter and J.D.Rios.

Mr. Jerry Reid, Vice President for Student & Administrative Services, referred to Attachment A of the Agenda regarding the proposed Budget for 2005-2006. The Chairman called for public comments regarding the proposed budget. There were none. The Chairman then called for any comments from the Board of Trustees. Trustee Hernandez asked if the budget included the new positions being proposed in item VII C. of the Agenda. Mr. Reid answered that it did. Hearing no more discussion, the Chairman asked for a motion to approve the 2005-2006 Budget as published. Trustee Carry moved to approve the 2005-2006 Budget as published. Trustee Hernandez seconded and the motion carried unanimously.

Trustee Huerter moved to adjourn the Budget hearing. Trustee Carry seconded and the motion carried.

The Budget Hearing adjourned at 9:04 a.m.

ATTEST: _____ Chairman

_____ Secretary

Board of Trustees Meeting

August 9, 2005

The regular monthly meeting of the Board of Trustees was called to order at 9:04 a.m. in the Board Conference Room at the College by the Chairman, J.D. Rios. Roll call indicated the following members present: Nancy Carry, Catherine Durham, Mary Ann Flunder, Karen Hernandez, Jo Ann Huerter and J.D. Rios

1. Dr. Burke, President, presented the following amendments to the Agenda:

Corrections:

VII A. 6. Correction of the date of resignation of Connie Mayfield from **July 27, 2005 (Not June 27, 2005)** to June 30, 2005

VII A. 3. **Retirement** of Brenda Robnett as Administrative Assistant to the Dean of Student Services effective October 1, 2005

Deletions:

VII B. 9. Approval of change in status of employment for Sara Henry-Martella to include the additional position of ESL/ASAP Instructor in the Continuing Ed. Division effective July 26, 2005 at the hourly rate of \$18.00

Trustee Huerter moved to approve the Agenda with the amendments as presented.

Trustee Durham seconded and the motion carried.

2. Following a compliment on the July 12, 2005 minutes by Trustee Huerter, Trustee Rios noted a correction on page 5, #14. He stated that he thanked Dr. Mayfield for her years of service and that needed to be included. He also said that there needed to be a correction on page 7, #24. He stated that instead of the wording “Mr. Rios commented about this not being a Kansas company . . .” it was to read “Mr. Rios commented about there not being any bids from Kansas companies . . .”. These changes were noted to be corrected. Trustee Huerter moved to approve the minutes of the July 12, 2005 Board of Trustees Meeting with the changes requested. Trustee Durham seconded and the motion carried.
3. At this time Chairman Rios called for any patrons or petitioners wishing to address the Board to do so at this time. Rev. Duane McFedders of the Living Word Church, 1720 N. 46th St., Kansas City, KS, came forward to request, again, to purchase the additional 155 ft. owned by the college which is adjacent to the church’s future building site on the corner of College Parkway and State Ave. He stated that he realized that his offer of \$5,000 was not what the land might be worth but was what they had to offer at this time, along with the college having the first option to purchase this land back should it ever be for sale in the future. There was discussion and Trustee Flunder asked questioned his changing requests to the Board of which they had seen none in writing. Trustee Carry requested an appraisal of the property to see if there was a potential problem with gifting the difference of his proposed purchase price and the actual property value to a private entity, regardless of whether it was a church or not. Chairman Rios thanked Mr. McFedders again and informed him that it would be discussed further with the college attorneys, and they would contact him with an answer. Mr. McFedders requested an answer as soon as possible, one way or the other due to his time constraints with the building project.

4. Under the President's Report Dr. Burke gave an update on the Kansas Board of Regents replacement appointments. Christine Downey-Schmidt replaced Bill Docking, Dan Lykins replaced Lew Ferguson, and Janie Perkins replaced Deryl Wynn. Dr. Burke then distributed a copy of the timeline for the HLC visit and preparation. Finally, Dr. Burke reminded the Board that the farewell reception for Dr. Walter would be at 2:00 p.m. on Friday, August 12th in rooms 2325 & 2326. Chairman Rios thanked Dr. Walter at this time for her many years of service and accomplishments with KCKCC and noted that he unfortunately would be unable to attend the reception due to him having to be at his own reception with USD 500 that afternoon. He wished her well.

5. Dr. Morteza Ardebili, Vice President for Executive Services, noted the following Personnel Information items:
 - Resignation of Dr. Kaye Walter as Vice President for Academic Services effective October 3, 2005
 - Resignation of Darren Osburn as Title III Grant Academic Programs Specialist effective August 12, 2005
 - Retirement of Brenda Robnett as Administrative Assistant to the Dean of Student Services effective October 1, 2005
 - Resignation of Mickel Foster as Lab Supervisor for the EMS Program effective August 1, 2005
 - Resignation of Susan Holcomb as Consultant for Continuing Nursing Education in the Continuing Education Dept. effective August 19, 2005
 - Correction of the date of resignation of Connie Mayfield from July 27, 2005 to June 30, 2005

6. Dr. Ardebili presented the following Personnel Recommendations for approval:
 - Approval of early retirement of Donald Barnhart as Maintenance Worker in the Bldgs. & Grounds Dept. effective October 31, 2005
 - Approval to employ Dr. Ewa Unoke as Instructor of Political Science in the Social Science Division effective August 8, 2005 at the annual salary of \$47,411.59
 - Approval to employ Gracella E. Jackson as Class II Secretary in the College Advancement Dept. effective July 25, 2005 at the annual salary of \$21,899.00
 - Approval to employ the following Adjunct Instructors at the rate of \$657.00 per credit hour:

Aaron Reed	Biology	August 15, 2005
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 - Approval to employ Alicia M. McElroy as Part Time ASAP Instructor in the Continuing Ed. Division effective July 26, 2005 at the hourly rate of \$18.00
 - Approval to employ Allison Armstrong as Part Time ASAP Instructor in the Continuing Ed. Division effective July 26, 2005 at the hourly rate of \$18.00
 - Approval to employ the following Part Time Instructors for Workforce Development non-credit classes:

Sara Martella	Surv. Spanish for Teachers	\$ 600.00
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Stephanie Marquez	Spanish for Customer Svc.	\$ 704.00
Stephanie Marquez	Spanish for Hospitality	\$ 580.00
Sara Martella	Mtg. the Needs of Hisp. Students	\$ 550.00
Sperlynn Byers	Windows & Word 2003	\$ 200.00
Karalin Aldurf	Improving Work Habits	\$1,080.00
Sara Martella	Spanish for Warehousing	\$1,095.00
	(partial payment of contract)	
Jim Vetter	Improving Work Habits	\$ 360.00

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

Robert Larson	GM Skill Center	\$ 676.50
Steven Samuels	GM Skill Center	\$ 945.00
Jim Hathaway	Defensive Driving	\$ 80.00

- Approval of change in status of employment for Steven N. Samuels to include the additional position of Coordinator/General Motors Skill Center effective August 3, 2005 at the annual salary of \$28,037.00

Following discussion regarding non-credit Workplace Spanish classes Trustee Huerter moved to approve the Personnel Recommendations as presented. Trustee Carry seconded and the motion carried.

7. The next item was VII C which was the consideration of the following Personnel Actions to be retroactive to July 1, 2005:

- Salary adjustment of \$4,000 each for all Coordinators, Supervisors and Professional Assistants (\$164,000)
- New Positions
 - Information Services Technical Specialist (\$35,046)
 - Campus Police Officer (\$29,698)
 - Intercultural Center Coordinator (\$30,000)
 - Intercultural Center Secretary – Class II (\$21,899)
 - Assistant Director for Center for Research and Community Development (\$52,000)
 - Grant Writer (\$38,000)
- Title Changes
 - Jeanne Crane-Smith from Coordinator of Workforce Development to Director of Emerging Workers with added responsibilities (\$6,000)
 - Dr. Sangki Min from Research Analyst to Asst. Director of Center for Research and Community Development with added responsibilities (\$6,000)
- Adjustments
 - Eight Assistant Coaches to be in compliance with Federal Wage and Hour Law (\$31,000)

- Dale Lutgen from Plumber to Plumber/HVAC Technician with added HVAC responsibilities (\$4,000)

Trustee Carry moved to approve the Personnel Actions as presented in items VII C 1-4. Trustee Hernandez seconded. In the ensuing discussion, several questions were raised concerning some of the positions and were responded to by Dr. Ardebili. When a question about a blanket salary adjustment was asked, Dr. Burke reminded the Board that this was part of carrying out the Board's previous instructions to review and update the classes or categories of employees one at a time per year. Dr. Ardebili stated that there was substantial research found in the Kansas Wage & Salary schedules, AACC, and that the proposed categories were below the Metro Area average. Following other discussion the Chairman called for a vote to approve items in VII C 1-4. A roll call vote resulted as follows:

Trustee Carry	Yes
Trustee Durham	Yes
Trustee Flunder	No
Trustee Hernandez	Yes
Trustee Huerter	No
Trustee Rios	Yes

The motion carried with a 4-2 vote.

8. Dr. Ardebili gave a brief report on the Institutional Effectiveness Planning Council.
9. Dr. Kaye Walter, Vice President for Academic Services, thanked the Board for allowing her to serve the students of this community, the college, and the Board of Trustees in her thirteen years with KCKCC. She then introduced Anita Reach, Dr. Steve Collins, Dr. Amy Fugate, and Bill Chennault to give a presentation on online education and its growth at KCKCC. Following the presentations, the Chairman noted that although he was appreciative of the work done in this area, he was still disappointed with the retention for both online and on-ground classes and programs. Trustee Huerter thanked the presenters for their work with online education and said that if the Board made a mistake offering online education, as previously stated, that it obviously was a good mistake. Trustee Carry commented about an article in the KC Star noting that Rockhurst College was pulling away from online education in its MBA program due to students wanting more face to face interaction found in the classroom. After Dr. Fugate referred to an *Kansas City Star* article in their packets written by Dr. Dennis Lawrence who is a retired English teacher from Washington High School and presently an Adjunct Instructor teaching English online at KCKCC. Dr. Walter noted that KCKCC online instruction was at the forefront and its instructors had done much work to make the experience more interactive through different techniques, resources and equipment.

10. Dr. Walter then introduced Dr. Dave Klein, Dean of Math, Science & Technology to share some good news. Dr. Klein informed the Board that one of KCKCC's honor students, Marguerette Finney, had the highest score in the Central Region in the Mathematics competition on the Amatics test. The Board asked that their congratulations be passed on to Ms. Finney on her achievement.
11. Mr. Jerry Reid, Vice President for Student & Administrative Services, presented the bills for payment. Trustee Carry moved to pay the bills as presented. Trustee Hernandez seconded and the motion carried.
12. Mr. Reid presented the Financial Report and referred to the handout reflecting that the college had used more energy and paid less for it due to strategic scheduling and monitoring of the HV/AC systems on campus. Trustee Durham moved to approve the Financial Report as presented. Trustee Carry seconded and the motion carried.
12. Mr. Reid referred to Attachment B of the Agenda and recommended the purchase of 40 Viewsonic VA912B computer monitors from Mission Electronics of Lenexa, KS for the amount of \$14,372.00. Trustee Huerter moved to accept the recommendation to purchase 40 Viewsonic VA912B computer monitors from the lowest bidder, Mission Electronics of Lenexa, KS, for the amount of \$14,372.00. Trustee Carry seconded and the motion carried.
13. Mr. Reid referred to Attachment C of the Agenda and recommended the purchase of 18 Alias Maya 6.5 computer software licenses from the low bidder Academic Superstore out of Austin, Texas in the amount of \$7,650.00. Trustee Huerter moved accept the recommendation of the Vice President for Student & Administrative Services to purchase 18 Alias Maya 6.5 computer software licenses from the low bidder Academic Superstore out of Austin, Texas for the amount of \$7,650.00. Trustee Carry seconded and the motion carried.
14. Mr. Reid referred to Attachment D of the Agenda regarding the renewal of Athletic Insurance for 2005-2006 and recommended renewing the basic coverage with the Life Insurance Company of North America for a premium of \$22,500.00. Trustee Durham moved to accept the recommendation of Mr. Reid to renew the basic coverage Athletic Insurance for 2005-2006 with Life Insurance Company of North America for a premium of \$22,500.00. Trustee Huerter seconded and the motion carried.
15. Mr. Reid referred to Attachment D of the Agenda regarding the renewal of Athletic Insurance for 2005-2006 and recommended renewing the Catastrophic Coverage with Mutual of Omaha for a premium amount of \$3,884.00. Trustee Carry moved to accept the recommendation of Mr. Reid to renew the Athletic Insurance Catastrophic coverage with Mutual of Omaha for a premium amount of \$3,884.00. Trustee Hernandez seconded and the motion carried.

16. Mr. Reid referred to a handout he distributed showing the different rates for the different college bank accounts currently held by various banks and explained the options with those banks. He then recommended that the Board remain with the accounts at the banks they have at present and review this again at the end of the three year period they voted on previously. Discussion followed and it was the consensus to leave the accounts where they were for two more years.

17. The Chairman made the following board representative appointments:

- ACCT Representative – Mary Ann Flunder
- KACCT Representative – Mary Ann Flunder
- Executive Committee of the Endowment Board – J.D. Rios
- Board Policy Committee – Nancy Carry & Catherine Durham
- Financial Committee – Jo Ann Huerter & Mary Ann Flunder
- Site Planning Committee – Karen Hernandez & Nancy Carry
- CIA Committee – Jo Ann Huerter
- College Senate – Karen Hernandez
- Freedom of Information Officer – Dr. Morteza Ardebili

18. The next order of business was the setting of dates and times of regular Board meetings.

The Chairman called for a recommendation from the board committee of Nancy Carry and Mary Ann Flunder. They had not agreed on a recommended time and date for the meetings. The Chairman told them that when the Chairman gives an assignment he expects it to be completed as directed by the next meeting, and then asked for a recommendation again. Following discussion Trustee Carry offered the recommendation of the second Wednesday of each month at 5:30 p.m. There was brief discussion. The Chairman called for a roll call vote on this recommendation which resulted as follows:

Trustee Carry	Yes
Trustee Durham	Yes
Trustee Flunder	No
Trustee Hernandez	Yes
Trustee Huerter	No
Trustee Rios	Yes

The motion carried with a 4-2 vote in favor of the new time for regular board meetings to the second Wednesday of each month at 5:30 p.m. It was noted that the newspapers would be notified of the change.

19. The next order of business was to revisit the selection of the official college newspaper.

Dr. Burke read a letter received recently from Joe Keefhaver, the Editor & General Manager of the Kansas City Kansan newspaper, stating the newspaper's interest in remaining the official college newspaper and accommodations they would be willing to make to insure goodwill in doing so. Discussion followed, after which the Chairman recommended rescission of the previous action to appoint the Kansas City Star as the

official college newspaper due to several issues. Trustee Huerter moved to rescind the previous decision to appoint the Kansas City Star as the official college newspaper. Trustee Flunder seconded and the motion carried.

20. Trustee Huerter moved to appoint the Kansas City Kansan as the official college newspaper in agreement with the newspaper's promise to run all legal notices for free in their weekly paper *The Wyandotte County Shopper*, beside the regular paper. Trustee Flunder seconded and the motion carried.
21. The next item was a presentation by Mr. Terry Morrison, representing Staff Senate, on a proposed Flex Time Schedule. Mr. Morrison began his presentation and was stopped by Chairman Rios and asked if the information presented included community colleges. When Mr. Morrison responded that it did not, Chairman Rios told Mr. Morrison that he was not concerned about the area businesses and strongly suggested that Mr. Morrison go back and do more research concerning community colleges and approach the board after he had done that. Mr. Morrison thanked the board.
22. The next item was the suggestion that the Minority Museum be housed on the KCKCC campus. Trustee Hernandez explained that this was basically a collection owned by David Shapiro that needed a home. There was a discussion which was followed by the legal opinion that the housing arrangements of this collection would need to be explored and discussed further to determine the extent of liability of the college. Trustee Carry moved to table the issue until an inventory list and photographs of the collection along with insurance instructions could be obtained. Trustee Flunder seconded and the motion carried.
23. Trustee Durham moved to enter executive session for the purpose of discussing personnel matters and items subject to attorney/client privilege for a period not to exceed 45 minutes. Trustee Carry seconded and the motion carried. At 11:55 a.m. the board recessed for five minutes to clear the Board Room.
24. Executive session commenced at 12:00 p.m. At 12:45 p.m. executive session was extended until 1:30 p.m.
25. At 1:30 p.m. Trustee Carry moved to adjourn the executive session. Trustee Huerter seconded and the motion carried.
26. Trustee Flunder moved to appoint Dr. Charles Wilson as Temporary Assistant Dean for the Social Science Division with the rate of compensation being six hours of reassigned time during the working semester and \$500 per week while the Dean is not on duty. Trustee Durham seconded and the motion carried.

27. Trustee Carry moved to adjourn the meeting. Trustee Durham seconded. The meeting adjourned at 1:32 p.m.

ATTEST: _____ Chairman

_____ Secretary