

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

March 14, 2007

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

1. Chairperson Catherine Durham asked for any amendments to the Agenda. Dr. Thomas Burke, President, noted the following amendments to the Agenda:

**Addition(s)**

**VII. Provost's Report**

Request for authority to purchase software system from Datatel

**IX. Finance**

C. Recommendations

4. *Approval of payment* of \$10,408.00 to Bozich Architects for Architectural Design Services for design of a renovation to the KCKCC Science Labs. **(Capital Outlay Fund)**
5. *Approval of payment* of \$35,281.48 to Southwest Missouri Allied Health Education for tuition share for Fall 2006 and Spring 2007 Internet Ultrasound students **(Continuing Education Fund)**
6. *Approval of payment* of \$10,466.05 to McAnany, Van Cleave and Phillips, P.A. for legal services since November 2006 **(General Fund)**
7. *Approval of payment* of \$22,041.00 to KC Mentoring Initiative for student stipends, workshop fees, and transportation for Saturday Academy and Youth Leadership and Development Corps Programming **(Kauffman Scholars Grant)**

Trustee Townsend moved to approve the amendments to the Agenda as presented. Trustee Rios seconded and the motion carried.

2. Trustee Townsend moved to approve the Minutes of the February 21, 2007 Board of Trustees meeting as presented. Trustee Hernandez seconded and the motion carried.
3. There were no patrons or petitioners wishing to address the Board. At this time Trustee Carry mentioned that the Kansas City Star had posted an erroneous meeting date and time for the KCKCC Monthly Board Meeting. It was discussed that they had been advised several times to correct it, and concluded that the Secretary of the Board would again send them notice of the meeting dates and times for the balance of the school year.
4. There were no communications to the Board.

5. Under the President's Report, Dr. Burke reported that he and Trustees Carry and Flunder met with the Wyandotte Legislative delegation recently regarding the Community College initiatives. He explained the recent changes and proposals regarding HB 2556, the technical education bill. He noted that he would advise the Board of the outcome as soon as it was decided.
6. Dr. Burke reported on Deferred Maintenance legislation and the possible bill on gaming that would help fund the state's portion of contributions to the Teacher Retirement Fund.
7. Dr. Burke noted that the KBOR reception was happening that night. A proposed surcharge on university and community college sports events to fund the Sports Hall of Fame will now be paid by the state at the rate of \$500,000 a year for three years and that will come out of the lottery fund.
8. Dr. Burke had been asked to and will serve on the screening committee as a community representative for the selection of a new President of Donnelly College. Dr. Burke congratulated the Men's Basketball Team that for winning their first round Regional NJCAA game and advancing to Wichita to play the #1 seeded Dodge City Community College.
9. Dr. Morteza Ardebili, Provost, started his report by announcing that recent KCKCC Mortuary Science Program graduate, Marshall Johnson, scored the highest score of any student in the nation on the national Board exam. He will be receiving an award in the near future at a ceremony in Tennessee.
10. Dr. Ardebili referred to information that was mailed to the board members regarding a proposal to purchase a new software program from Datatel. He then introduced Bill Chennault, Dean of Information Services and Mr. Brian Bode, Dean of Financial & Administrative Svcs. to elaborate on the proposal and answer any questions. Following questions discussion ensued. Dr. Ardebili then requested the authority to negotiate within a \$1,500,000 limit with Datatel on the purchase of the new software system. Trustee Rios moved to grant the college authority to negotiate within a \$1,500,000 limit with Datatel on the purchase of the new software system as presented with the understanding that once a negotiated price and agreement is reached, that this be brought to the Board for final approval for purchase. Trustee Townsend seconded and the motion carried.
11. Mrs. Leota Marks, Dean of Human Resources presented the following Personnel Information items:
  - Retirement of Mary Fenlon as Public Services Librarian in the Library effective June 30, 2007
  - Resignation of Amber McCullough as Director of Web Services in the Information Services Division effective March 14, 2007
  - Resignation of Eric Summers as Production HTML Specialist in the Information Services Division effective March 13, 2007
  - Resignation of Nathan Doleshal as part time Campus Police Officer effective February 28, 2007

12. Dean Marks then presented the following Personnel Recommendations:

- Approval of early retirement of Marcus Mayhugh as Mail Clerk in the Buildings & Grounds Dept. effective May 31, 2007
- Approval to employ Bill Johnson as part time Custodian in the Buildings & Grounds Dept. effective February 25, 2007 at the hourly rate of \$9.65
- Approval to employ the following part time instructors for Continuing Education & Community Services non-credit classes:

|                |                                  |          |
|----------------|----------------------------------|----------|
| Joyce McMahon  | Ethical Boundaries               | \$100.00 |
| Shara Spilker  | Transcription & Order Processing | \$450.00 |
| HUS Externship | Arranged                         | \$120.00 |
| Max Klamm      | GED Spanish Pretest              | \$108.00 |
| Max Klamm      | On Track Family Literacy ESL     | \$216.00 |
| Max Klamm      | GED Test                         | \$165.00 |
| Max Klamm      | ESL – El Centro                  | \$ 72.00 |

- Approval to employ the following students:

|                    |                    |     |
|--------------------|--------------------|-----|
| Patrick Adam       | Campus Police      | CF  |
| Megan Anderson     | Intercultural Ctr. | CF  |
| Claudia Arana      | Continuing Ed.     | CF  |
| Kelly Bradley      | Tutor              | CWS |
| Bobby Bride        | Baseball           | CF  |
| Brett Brown        | Campus Police      | CF  |
| Michael Brown      | Tutor              | CWS |
| Allyson Campbell   | Counseling         | CF  |
| Kenneth Crawford   | Business Office    | CF  |
| John Daniels       | Tutor              | CWS |
| Ty Dove            | Tutor              | CWS |
| Jeronme Foster     | Technology         | CF  |
| Libby Graham       | Child Care Ctr.    | CF  |
| Richer Graves      | Training Room      | CWS |
| Charita Lane       | Biology Lab        | CF  |
| Alice Langley      | Career Center      | CF  |
| Enionne Lee        | Child Care Ctr.    | CWS |
| Felicia Macon      | Victim Services    | CWS |
| Samuel Nevils      | Intern/Humanities  | CF  |
| Jamshid Shoushtari | ESL                | CWS |
| Candace St. Louis  | Child Care Ctr.    | CF  |
| Nellie Turner      | Music              | CF  |
| Johandy Urena      | Music              | CF  |
| Barbara Young      | Tutor              | CWS |

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

13. Trustee Rios moved to pay the Bills as presented. Trustee Hernandez seconded and the motion carried.

14. Dean Bode presented the Financial Report. Trustee Rios moved to accept the Financial Report as presented. Trustee Townsend seconded and the motion carried.
15. Dean Bode presented the following recommendations:
  - *Approval to award a contract to American Roofing to re-roof the Field House for \$234,587 plus \$15 per square foot for Tectum replacement expenses. (Attachment A) (Capital Outlay Fund) (Reasoning: Contingency for damage to the existing Tectum deck has been included in this bid. We are in agreement with our architect that the potential exists for damage during construction of up to 10% of the existing deck and have used a 5% damage figure to provide for this. American Roofing's bid, including this 5% contingency, is the lowest and best bid.*
  - *Approval of payment of \$11,572.55 to The Kansas City Star for position advertisements for Human Resources (General Fund)*
  - *Approval to purchase a TracDat software license agreement for April 2007 thru June 2008 for Assessment from Nuventive for \$39,510 (Sole Source) (Capital Outlay Fund)*
  - *Approval of payment of \$10,408.00 to Bozich Architects for Architectural Design Services for design of a renovation to the KCKCC Science Labs. (Capital Outlay Fund)*
  - *Approval of payment of \$35,281.48 to Southwest Missouri Allied Health Education for tuition share for Fall 2006 and Spring 2007 Internet Ultrasound students (Continuing Education Fund)*
  - *Approval of payment of \$10,466.05 to McAnany, Van Cleave and Phillips, P.A. for legal services since November 2006 (General Fund)*
  - *Approval of payment of \$22,041.00 to KC Mentoring Initiative for student stipends, workshop fees, and transportation for Saturday Academy and Youth Leadership and Development Corps Programming (Kauffman Scholars Grant)*

Trustee Rios moved to approve the recommendations as presented. Trustee Townsend seconded and the motion carried.
16. Under the Committee reports Trustees Rios and Townsend reported on the recent meeting with the college auditors regarding the Annual Audit. Dean Bode distributed copies of the audit with the management letter and then gave a summary of the audit. He stated that the audit was clean and then reviewed the management letter and the college's response to various advice. Trustee Rios noted that the auditing team commended the college staff on their cooperation and assistance in performing this audit, and commended Dean Bode and Marie Branstetter, Director of Financial Records, for their outstanding work on this audit and in their practices. Trustee Rios recommended acceptance of the 2005-2006 Financial Audit as presented. Trustee Townsend seconded and noted that we had the best financial staff there was working at KCKCC. A vote was taken and the motion carried.
17. Trustee Hernandez gave a report on the Intercultural Campus & Community Development Committee and the Campus Art Committee. (Attachments 1 & 2) There was lengthy discussion concerning the Campus Art Committee. Included in the report was a request for approval of yearly funds to match what was allowed in the budget for 2006-2007 (\$10,000), to complete a "growing" project over a 5 year period. Following further discussion Trustee

Rios moved to table this request/recommendation of the Campus Art Committee until it can be investigated further. Trustee Townsend seconded. Brief discussion ensued before a point of order was called ceasing the discussion. A roll call vote to table was taken and resulted as follows:

|                   |     |
|-------------------|-----|
| Trustee Carry     | No  |
| Trustee Durham    | Yes |
| Trustee Flunder   | Yes |
| Trustee Hernandez | No  |
| Trustee Rios      | Yes |
| Trustee Townsend  | Yes |

The motion carried with a 4-2 vote in favor of tabling the request/recommendation of the Campus Art Committee for approval of yearly funds matching what was allowed in the budget for 2006-2007 (\$10,000) for the 5 year mural project until it can be investigated and discussed further.

18. The next point of business was adoption of the resolution approving the Trustee Handbook as presented. Trustee Townsend moved to adopt the resolution approving the Trustee Handbook as presented. Trustee Hernandez seconded and the motion carried. (**Attachment 3**)
19. Next was the renewal of the lease for the Police Academy. Dr. Burke referred to legal counsel to summarize the lease as negotiated. Following the summary Dr. Burke recommended accepting the negotiated lease as presented. There was discussion. Trustee Flunder moved to accept the negotiated renewal lease for the Policy Academy as presented for a period of two years with the option of a third year. Trustee Townsend seconded. After further discussion, the vote was 4-2 in favor of renewing the negotiated lease as presented at the same rate of rent as present.
20. Dr. Burke referred to the Attachment B of the Agenda and noted that this was not a complete listing of all of the course fees, only new or changed course fees for the 2007-2008 school year. He then recommended approval of the course fee changes as presented. Trustee Townsend moved to approve the course fee changes for the 2007-2008 school year. Trustee Hernandez seconded and the motion passed.
21. Trustee Carry moved to enter executive session for the purpose of discussing personnel matters pertaining to non-elected personnel to protect the privacy of the parties involved and attorney-client privilege to discuss matters deemed privileged within the attorney-client relationship for a period of 30 minutes. Trustee Hernandez seconded and the motion carried. At 7:30 p.m. the Chairperson allowed for a five minutes recess before entering executive session.
22. At 8:05 p.m. executive session was extended for an additional fifteen minutes.
23. At 8:20 p.m. executive session was recessed for 10 minutes, and resumed at 8:30 p.m. for an additional 15 minutes.

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24. At 8:45 Trustee Carry moved to enter regular session. Trustee Townsend seconded and the motion carried. At this time Trustee Rios moved to table the grievance for a period of two weeks to allow the grievant to provide further information. Trustee Carry seconded and discussion followed. The motion to table the personnel grievance carried.
25. Trustee Carry moved to adjourn the meeting. Trustee Rios seconded and the motion carried. The meeting adjourned at 9:05 p.m.

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

\_\_\_\_\_ Secretary