

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

December 13, 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, 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. Dr. Burke noted the following amendments to the Agenda:

Corrections:

VIII. Personnel

- B. 2. Approval to employ James S. Beechwood as Asst. Director of College Advancement/Career Programs in the College Advancement Office **effective December 1, 2006** at the annual salary of \$50,000 (Grant Funded)
- 7. Approval of change in status of employment for Dr. Tamara A. Agha-Jaffar from Professor in the Humanities Division to the Dean of Humanities & Fine Arts effective January 3, **2007**

Additions:

VIII. Personnel

- A. Information Items
 - 3. Resignation of Todd Logan as Head Men's Soccer Coach effective December 7, 2006
- B. Recommendations
 - 8. Approval of change in status of employment for Emanuel Calhoun from max. 12 hrs. per week to max 27 hrs. per week part time Custodian in the Buildings & Grounds Dept. effective December 10, 2006

IX. Finance

C. Recommendations:

- 9. Approval of payment of \$5,400.00 to Dallas County Community College for lease fees for Fall 2006 TeleCourses for Continuing Education **(General Fund)**
- 10. Approval of payment of \$5,180.00 to Darren Elliott for entry fees, meals, and lodging for ten students for the Texas 2-Step debate tournaments January 1-8, 2007 **(General Fund)**
- 11. Approval to purchase a new engine assembly for the college bus for \$6,980.00 from Midway Ford **(General Fund)**

XII. Miscellaneous Business

Enter executive session to discuss the possible acquisition of real estate **and personnel matters subject to attorney client privilege to protect the privacy of the parties involved** (wording added)

Trustee Flunder requested also that discussion on moving the meeting days and times be added under Miscellaneous Business. Trustee Carry moved to approve the Agenda with the amendments as presented and requested. Trustee Townsend seconded and the motion carried.

2. Trustee Townsend moved to approve the minutes of the November 8, 2006 Board of Trustees meeting as presented. Trustee Rios seconded and the motion carried.
3. Under the Patrons and Petitioners part of the meeting, the Chairman asked if there was anyone wishing to address the Board at this time. Mr. Curtis Smith, Associate Professor of Biology at KCKCC addressed the Board on behalf of the college community and gave a presentation concerning possible use of solar energy on campus to reduce energy expenses. He also presented ideas regarding the possible renovation of the Humanities Waterhole using some of these energy saving ideas along with elements of technology.

Also under Patrons and Petitioners was Ashley Michelle Pappen, a debate student for KCKCC who promoted the upcoming National Speaker, Tim Wise, who will be speaking on campus on January 30th from 11:00 a.m. - 12:15 p.m. at a location to be announced.

The Board thanked those addressing the Board for the information they disseminated.

4. There were no communications.
5. Under the President's Report Dr. Burke informed the Board of the following:
 - Legislative and Kansas Board of Regents issues
 - The KCKCC President's Open House to be held on Tuesday December 19, 2006
 - The Nurses' Pinning Ceremony in the Performing Arts Center on Tuesday, December 19th
 - Status of the Board of Regents issues in Technical Ed. and the merging with community colleges and universities
 - Deferred Maintenance Agreement
 - Funding for Community Colleges through Casino gambling
 - A report on the President's Goals at the January Board Meeting
6. Under the Provost's Report Dr. Morteza Ardebili reported that the KCKCC Debate Team was ranked number one of the top ten in the nation amongst community colleges, and number eighteen in the nation amongst community colleges and universities/4 year colleges. The Board applauded this achievement and Mr. Darren Elliott for his work with the debate team.

7. Dr. Ardebili announced the selection of Dr. Tamara Agha-Jaffar as the Dean of Humanities & Fine Arts Division effective January 3, 2007. This selection was applauded by the Board.
8. Dr. Ardebili noted that the results of the Hispanic community surveys were being compiled for their part of the Strategic Plan to be brought to the Board in January or February.
9. Dr. Ardebili referred to Attachment A of the Agenda pertaining to the proposed Academic Calendar for 2007-2010. Following brief discussion Trustee Rios moved to approve the Academic Calendar for 2007-2010 as presented. Trustee Townsend seconded and the motion carried.
10. Dr. Ardebili then presented the proposed College Employee Handbook on Policy and Procedures for first reading. Dean Leota Marks of Human Resources, was asked to highlight changes in the manual. Trustee Rios asked for a written opinion regarding the revisions of the policy handbook to be presented to the Board for added clarification before any action of approval was taken. Dr. Ardebili responded that he would comply before the next board meeting. The revised policy handbook was accepted for first reading by the Board.
11. Dean Leota Marks presented the following Personnel Information items:
 - Resignation of Veronica Mobley as Secretary in the Intercultural Center effective December 8, 2006
 - Resignation of Nadine Yacos as Adjunct Faculty in the Nursing & Allied Health Division effective December 14, 2006
 - Resignation of Todd Logan as Head Men's Soccer Coach effective December 7, 2006
12. Dean Marks presented the following Personnel Recommendations for approval:
 - Approval to employ Earline Roland as Job Developer/Student Support Coordinator in the Career Placement & Counseling Office effective December 4, 2006 at the annual salary of \$30,627.00 (Grant Funded)
 - Approval to employ James S. Beechwood as Asst. Director of College Advancement/Career Programs in the College Advancement Office effective December 1, 2006 at the annual salary of \$50,000 (Grant Funded)
 - Approval to employ David Ntete as Part Time Relief Custodian in the Buildings & Grounds Dept. effective December 1, 2006 at the hourly rate of \$9.65
 - Approval to employ Olive A. Williams as Part Time Relief Custodian in the Buildings & Grounds Dept. effective November 10, 2006 at the hourly rate of \$9.65

- Approval to employ Jeffrey E. Jones as Part Time EMT Lab Assistant in the Math/Science & Technology Division effective November 15, 2006 at the hourly rate of \$10.00
- Approval of change in status of employment for Latricia D. Joyner from Part Time Personal Trainer to Full Time Wellness & Fitness Center staff member effective November 27, 2006 at the annual salary of \$24,885.00
- Approval of change in status of employment for Dr. Tamara A. Agha-Jaffar from Professor in the Humanities Division to the Dean of Humanities & Fine Arts effective January 3, 2007
- Approval of change in status of employment for Emanuel Calhoun from max. 12 hrs. per week to max 27 hrs. per week part time Custodian in the Buildings & Grounds Dept. effective December 10, 2006

Trustee Townsend moved to approve the Personnel Recommendations as presented. Trustee Rios seconded and the motion carried.

13. Mr. Brian Bode, Dean of Financial & Administrative Services presented the bills for payment. Trustee Townsend moved to approve payment of the bills as presented. Trustee Rios seconded and the motion carried.
14. Dean Bode presented the Financial Report. It was accepted as presented.
15. Dean Bode, Dean of Financial & Administrative Services presented the following recommendations for approval:
 - *Approval to purchase* the services of C&C Group to integrate the Music Department air handler units into BAS for \$8,815.00 for Buildings & Grounds. (Sole Source) (*Capital Outlay Fund*)
 - *Approval to purchase* printing of 20,000 Spring 2007 Class Schedules for \$10,892 from Kingston Printing for Business & Continuing Education. (**Attachment B**) (*Community Services Fund*)
 - *Approval to purchase* soccer uniforms and equipment for \$5,891.81 from Soccer Master for Athletics. (Sole Source) (*General Fund*)
 - *Approval to purchase* a one-year Turnitin Software site license with Angel software integration for \$6,350.00 from iParadigms, LLC for Information Services. (Sole Source) (*Incidental Fund*)
 - *Approval of payment* of \$20,000.00 to UniqueScreen Media for advertising at the Legends at Village West for College Advancement (*General & Incidental Funds*)
 - *Approval of payment* of \$8,683.81 to The Kansas City Star for position advertisements for Human Resources. (*General Fund*)
 - *Approval of payment* of \$5,695.95 to Smallville Communications for e-mail services for Information Services. (*General Fund*)
 - *Approval of final payment* of \$7,125.00 to Career Cruising for a 3-year site license for Tech Prep/Continuing Education. (*TEPCEK Grant Fund*)

- *Approval of payment of \$5,400.00 to Dallas County Community College for lease fees for Fall 2006 TeleCourses for Continuing Education (General Fund)*
- *Approval of payment of \$5,180.00 to Darren Elliott for entry fees, meals, and lodging for ten students for the Texas 2-Step debate tournaments January 1-8, 2007 (General Fund)*
- *Approval to purchase a new engine assembly for the college bus for \$6,980.00 from Midway Ford (General Fund)*

Following brief discussion Trustee Rios moved to approve the recommendations 1-11 as presented. Trustee Townsend seconded and the motion carried.

16. Mr. Skip Wheat of Skip Wheat Insurance Agency was introduced and gave a brief presentation on the reduction of rates by 12% due to improved loss ratio, and presented the school with a dividend check in the amount of \$10,544.99 from the college's participation in EMC's Kansas School Safety Dividend Insurance Program. The Chairman and Dr. Burke thanked Mr. Wheat and commended the safety efforts of college employees.
17. Under the Report of Committees Trustee Flunder gave a report on the following KACCT topics of discussion recently:
 - Deferred Maintenance Agreement
 - Formula on Credit Hours
 - Increase of dues of \$900 for 2007
 - Washington D.C. ACCT Legislative Seminar February 12-14, and commitments for appointments with four Congressmen
 - Annual Conference in San Diego, CA in SeptemberTrustee Hernandez gave a report on the most recent meeting of the College Senate. Trustee Rios inquired about the policies regarding inclement weather. Following discussion the committee reports were accepted as presented. **(Attachment 1)**
18. There was no unfinished business. At which time Trustee Flunder made a recommendation to change the day of Board meetings to Tuesdays due to the meeting days of the KACCT and Council of Presidents conflicting. There was brief discussion regarding times at which time Trustee Flunder moved to change the meeting time of the KCKCC Board to 10 a.m. on the second Tuesday of each month. Trustee Hernandez seconded. The motion failed due to a 3 – 3 vote. The regular meeting time will remain on the second Wednesday evening of each month.
19. Due to the conflicting meeting date on February 14th for trustees traveling to the 2007 Annual ACCT Legislative Congress in Washington D.C., Trustee Rios moved to change the date of the date of the February meeting to February 21st at 5:30 p.m. Trustee Townsend seconded and the motion carried.

20. Trustee Townsend moved to enter executive session for the purpose of discussing the possible acquisition of real estate and a personnel matter subject to attorney-client privilege to protect the privacy of the parties involved for a period of 15 minutes. Trustee Carry seconded and the motion carried. At 6:50 p.m. the Chairman allowed five minutes to clear the room before executive session. Trustee Flunder left the meeting at this time.
21. At 7:10 p.m. Trustee Townsend moved to enter regular session. Trustee Rios seconded and the motion carried.
22. At this time Trustee Townsend moved to adjourn the meeting. Trustee Hernandez seconded and the motion carried.

The meeting adjourned at 7:11 p.m.

ATTEST: _____ Chairman
_____ Secretary