

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

February 21, 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, J.D. Rios, and Clyde Townsend. Mary Ann Flunder was not present.

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

Correction:

IX. Finance

- D. Approval of Credit Card Use Policy **5.3.1 (instead of 3.3.1 as printed on Attach. A)**

Addition(s)

XII. Miscellaneous

- C. Consider renewal of lease agreement for the Police Academy

Trustee Carry moved to approve the Agenda with the amendments noted. Trustee Townsend seconded and the motion carried.

2. Trustee Rios moved to approve the Minutes of the January 10, 2007 Board of Trustees meeting. Trustee Townsend seconded and the motion carried.
3. There were no patrons or petitioners wishing to address the Board at this time.
4. There were no communications.
5. Dr. Burke presented Social Science Instructor Gary Washington with the Kansas City Professional Development Council Certificate of Completion for the Leadership course in Higher Education. Mr. Washington thanked the Board and gave special thanks to Dean Richard Lee and Dean Chuck Wilson for their support. He was congratulated and applauded.
6. Dr. Burke also acknowledged Stacy Tucker, Director of Phi Theta Kappa, on her recent award of Washburn University's "Graduate of the Decade". The Board congratulated and applauded Mrs. Tucker on this award.
7. Dr. Burke announced that the Kaufmann Foundation had awarded a \$100,000 grant to the KCK Urban Academy and praised Dr. Ed Kremer and others on their work with the Academy.
8. Dr. Burke reported on the following legislative matters:
 - Tax credit to community colleges for deferred maintenance contributions
 - Equal funding for Technical Education institutions and Community Colleges
 - Community College Levy status and rankings in the state

Trustee Rios stated that the college has experienced decreases in the total mill levy for the last three years and that needed to be noted. Dr. Burke informed the Board that he would be meeting with the Wyandotte County delegation on March 1st and he would be reporting back to the Board on that discussion.

9. Under the Provost's Report, Dr. Morteza Ardebili introduced Stacy Tucker, Phi Theta Kappa Director and Dr. Steve Collins, Social Science Professor who recently accompanied a group of PTK students to Rome, Italy to work on their project concerning global energy. There was a brief video presentation followed by a report from the Phi Theta Kappa students which traveled to Rome concerning their findings. Following the presentation there were questions and answers and ended with the Board thanking the students and advisors for their work with this project.
10. Dr. Ardebili then reported on a recent meeting he attended concerning collaboration with the other area community colleges regarding the idea for a center for technology workforce development education. This concept would hopefully reduce concerns from the community and increase certainty for specific programs. At present, there is redundancy in program offerings in the area where there can possibly be consolidation and concentration on each program. Dr. Ardebili also noted that KCKCC is preparing a 2 + 2 Agreement with University of Missouri – Kansas City. When asked, Dr. Ardebili said that it would not hurt for the Board of Trustees to have a preliminary motion endorsing the concept of an agreement for the development of a center of technology workforce development between Metropolitan Community Colleges, Donnelly College, Johnson County Community College and Kansas City Kansas Community College. At that time Trustee Townsend moved to endorse the concept of the agreement for the development of a center of technology workforce development. Trustee Rios seconded and the motion carried unanimously.
11. Under the Personnel Report, Leota Marks, Dean of Human Resources presented the following Personnel Information items:
 - Verbal resignation of Fran Green as EMT Lab Assistant in the Math, Science & Technology Division effective January 3, 2007
 - Resignation of Aliuwaoma Unoke as part time Customer Service Technical Assistant in the Financial Aid Office effective January 11, 2007
 - Resignation of Kristina Juarez as On-Track ABE/GED/ESL Adult Instructor in the Continuing Education Division effective February 1, 2007
 - Resignation of Conor Harmon as On-Track Adult Instructor in the Continuing Education Division effective February 1, 2007
 - Resignation of Beverly Good as Evening Admissions Clerk in the Admissions Dept. effective January 25, 2007
 - Resignation of Sean Cribbs as E-Portfolio Educational Specialist in the Information Services Dept. effective February 21, 2007
12. Dean Marks then presented the following Personnel Recommendation items for approval:

Board of Trustees--Journal of Proceedings – February 21, 2007--Page 3

- Retirement of Mary Gasparovic as Custodian in the Buildings & Grounds Dept. effective May 14, 2007
- Approval to employ Max R. Seifert as FT Campus Police Officer effective January 30, 2007 at the annual salary of \$30,292.00
- Approval to employ Lawrence R. Hill, Jr. as Coordinator of Community Education in the Continuing Education Division effective February 1, 2007 at the annual salary of \$30,627.00
- Approval to employ Janet O. Lewis as Temporary Interim Full-Time Nursing Instructor in the Nursing & Allied Health Division effective February 26, 2007 at the annual salary of \$39,147.44
- Approval to employ William D. Powell, III as Electrician in the Buildings & Grounds Dept. effective March 5, 2007 at the annual salary of \$45,000.00
- Approval to employ Geoffrey Talbot as Adult Basic Education (ASAP) Instructor effective January 22, 2007 at the rate of \$22.00 per hour
- Approval to employ Julia “Kay” Walden as the part time Secretary in the Leavenworth Center effective January 18, 2007 at the rate of \$9.65 per hour
- Approval to employ Keri L. Christian as MICT Lab Assistant in the Math, Science & Technology Division effective January 19, 2007 at the rate of \$12.00 per hour
- Approval to employ the following Adjunct Instructors at the rate of \$657.00 per credit hour:

Wayne D. Yang	Anthropology	January 19, 2007
Matthew T. Shoaf	Music	January 19, 2007
Sara M. Downing	Biology	January 19, 2007
Eugenio Gonzalez	Spanish	January 19, 2007
Christopher W. Biggs	Music	January 18, 2007
Sherry Panzica	Nursing	January 18, 2007
Christopher Martinez	Nursing	January 18, 2007
Linda A. Dolsberry	Early Childhood Ed.	January 18, 2007
Sue A. Sullivan	Early Childhood Ed.	January 18, 2007
Sean F. Murphy	History	January 18, 2007
Susan L. Parks	Nutrition	January 18, 2007
Shelby Evans	Psychology	January 18, 2007
Dixie Flynn	Nursing	January 18, 2007

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

Shannon ABruzzo	Lab. Asst./ACLS Class	\$185.00
Leilani Boy	Lab. Asst./ACLS Class	\$115.00
Max Klamm	GED Spanish Test	\$171.00
Max Klamm	GED Spanish Pretest	\$126.00
Max Klamm	GED Spanish Pretest	\$171.00

- Approval to employ the following students:

Claudia Arana	Cont. Ed.	CF
Danielle Bray	Tutor	CF
Allyson Campbell	Bus. Office	CF
Chelsea Crockett	Athletics	CF

Board of Trustees--Journal of Proceedings – February 21, 2007--Page 4

Faith Darnell	Tutor	CF	
Kent Downing	Tutor	CF	
Rose Estigoy	Tutor	CF	
Amber Foster	Leav. Ctr.	CWS	
Estela Garcia	Leav. Ctr.	CWS	
Denise Gibson	Tutor	CF	
Sara Larson	Tutor	CF	
MarySusan Magdaleno	Tutor	CF	
Jennifer Marrin	Tutor	CF	
Desiree Monoco	Tutor/Leav.	CF	
Ricardo Nunez	ITIS	CF	
Ashley Papon	Debate	CF	
Samantha Pierce	Tutor	CF	
Fred Rucker	Debate	CF	
Elizabeth Smith	Art Dept.	CWS	
Michelle Smith	Bus. Office	CF	
Dawn Thompson	Tutor	CF	
Anuola Baily	Child Care Ctr.	CF	
Stacy Blevins	Ambassador	CF	
Jason Bucklinger	Increase to \$7.00 from \$6.60 per hr.	CWS	
Branden Davis	Media Svcs.	CWS	
Jessica Genzer	Art Dept.	CWS	
Anne Gramkow	Leavenworth Ctr.	CWS	
Abraham Hoff	Biology Lab.	CWS	
Mikeala Johnson	Art Dept.	CF	
Kyle Kobe	Ambassador	CF	
Shanna Lauber	Leavenworth Ctr.	CWS	
Arika McKinney	Child Care Ctr.	CF	
Mona Pitchlyn	Wellness Ctr.	CWS	
Jeri-Lynn Pittman	Chemistry Lab	CF	
Catherine Renfro	Library		CWS
Cindy Thomas	Wellness Ctr.	CF	
Thomas Vansel	Library		CF
Daryl Walker	Wellness Ctr.	CF	
Alicia Wedel	Athletics	CF	

- Approval of change in status of employment for Jeffery King from Part Time to Full Time Custodian in the Buildings & Grounds Dept. effective January 16, 2007 at the annual salary of \$20,256.00

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

13. Under the Finance Report, Dean Brian Bode presented the bills for payment. Trustee Townsend moved to pay the bills as presented. Trustee Hernandez seconded and the motion carried.

14. Dean Bode presented the Financial Report for acceptance. Trustee Rios moved to accept the Financial Report as presented. Trustee Townsend seconded and the motion carried.
15. Dean Bode recommended approval of the following items:
 - *Approval to purchase* 6 Dell laptop computers for Information Services from Dell Computers, Inc. for \$14,015.10 **(Sole Source) (Incidental Fund)**
 - *Approval to purchase* the renewal of 500 Plato Interactive Math student licenses for Math, Science, & Technology from Plato Learning, Inc. for \$37,097.50 **(Sole Source) (Incidental Fund)**
 - *Approval to purchase* a Niagra Energy Management System service contract for 2007 from C&C Group, Inc. for \$18,219.00 **(Sole Source) (General Fund)**
 - *Approval of payment* of \$23,274.00 to KC Mentoring Initiative for student stipends, garden staff, workshop fees, and transportation for Saturday Academy and Youth Leadership and Development Corps Programming **(Kauffman Scholars Grant)**Trustee Rios moved to accept the recommendation to approve the items as presented. Trustee Hernandez seconded and the motion carried.
16. Dean Bode recommended approval of the next item which was the Credit Card Use Policy 5.3.1. There was discussion regarding any use of the credit card to purchase alcoholic beverage. The college attorney advised a possible change in wording. Following further discussion Trustee Rios moved to approve the Credit Card Use Policy 5.3.1 with amendment to #4 as follows:
 4. **Purchase of alcoholic beverages with this card is prohibited except for special events as approved by the Provost.**Trustee Townsend seconded and the motion carried.
17. Dean Bode requested approval to pay the VISA bills without delay due to Board approval of bills at each monthly meeting. There was lengthy discussion. Dr. Ardebili requested that the Board table the issue until next month to allow for further review of the payment procedure by the Provost and the Dean of Finance & Administrative Svcs. Trustee Townsend moved to table the issue as requested by Dr. Ardebili. Trustee Rios seconded and the motion carried.
18. Under the Reports of Committees Trustee Carry distributed copies of a summary of the issues discussed at the recently held 2007 Annual AACCC/ACCT Legislative Summit in Washington, D.C. February 11-14. Trustee Carry briefly reviewed some of the issues. Trustee Durham reported on the information from the Strategic Planning Workshop. Trustee Hernandez gave reports on the College Senate and the Intercultural Campus and Community Development Committee. **(Attachment 1 & 2)**
19. Under Miscellaneous Business Dr. Ardebili spoke briefly about the process of the recently proposed College Strategic Plan. Trustee Rios and Trustee Carry stated their satisfaction with the planning process and the finished product. Dr. Ardebili thanked the Board for their attendance and support of these sessions and recommended adoption of the College Strategic Plan as presented at the January Board Meeting. Trustee Townsend moved to approve and adopt the proposed College Strategic Plan as presented. Trustee Rios seconded and the motion carried.

20. Dr. Burke recommended approval of the Board Trustee Handbook. Trustee Rios noted that there are several places in Section 6 that use the word “district” instead of “college” was used and that it needed to be changed. Dr. Ardebili noted that that would be done. Trustee Hernandez requested another month to review the Trustee Handbook because she had not had time to thoroughly review the book to see if she felt comfortable with it. There was discussion. Trustee Rios moved to table the approval of the Trustee Handbook until next month. Trustee Hernandez seconded and the motion carried.

21. Dr. Burke stated that the last item concerned the lease for the Police Academy. He noted that this lease expired in March 2005 and had been carried on a month by month basis since then. The owners of the property have requested a new lease as presented for the period of January 1, 2007 thru December 31, 2009. There was discussion after which the question was raised to legal counsel whether a shorter lease could be negotiated. The college attorney recommended that the board table the issue for a period of 30 days and allow Dr. Burke and the college attorney to enter discussion with the landlord about the Police Academy’s needs. Trustee Carry moved to approve the recommendation as presented. Trustee Townsend seconded and the motion carried.

22. Trustee Carry moved to adjourn the meeting. Trustee Hernandez seconded and the motion carried.

The meeting adjourned at 7:42 p.m.

ATTEST: _____ Chairman

_____ Secretary