

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

February 19, 2008

The regular monthly meeting of the Board of Trustees was called to order at 9:30 a.m. in the Board Conference Room at the College by Chairman Mary Ann Flunder. Roll call indicated the following Trustees present: Donald Ash, Ray Daniels, Nolen Ellison, Karen Hernandez, Mary Ann Flunder, J.D. Rios, and Clyde Townsend.

1. The chairman called for approval of the agenda. Dr. Thomas Burke, President, noted the following additions to the agenda:

**Additions:**

**VI. Personnel**

A. Information

Resignation of Trevor Gensler as Asst. Coach of Women's Volleyball effective February 22, 2008

B. Recommendations

17. Approval to employ the following Adjunct Instructors at the pay rate of \$684.00 per credit hour:

Maurice S. McChan	Psychology	February 29, 2008
Lorie L. Johnson	Respiratory Therapy	February 5, 2008

18. Approval to employ the following college funded students:

Tanisha Adams Coit	Admissions
Aleck Byrne	Leav. Ctr.
Kayla Crowe	Social Science
Jule Dugger	Art Dept
Lauren Ellis	Biology Lab
Stephan Erickson	Theatre
Nathan Foreman	Art Dept
Rudiana Frazier	Nursing
Jeffrey Hays	Tutor
Lester Herbert	Athletics
Michael Kabinga	Tutor
Elizabeth Kerr	Mac Lab Intern
Seung Kim	ESL
Kayla Kruse	Therapy
Sarah Larson	Tutor
Cha Lee	ESL
Jimmy Lee	Nursing
Josh McCormick	CEB
Nichalos Mikessell	Campus Police
Raffique Providence	Athletics
Jennifer Reeser	Tutor

Catherine Renfro	Library
Jarvis Rhone	Music
Lisbeth Rosales	Volley Ball
Lacey Sturgis	ARC
Kelsea Thompson	Leav. Ctr.
Stephanie Wade	ARC
Jasmine Wakefield	Music (Shetler)
Joseph Young	Social Science

19. Approval to employ the following federal college work study funded students:

Joshua Brooks	Campus Police
Ebony Brown	Elementary School Tutor
Tyler Bryant	Leav. Ctr.
Branden Davis	Admissions
Aubree Dorsey	Concessions
Kelly Anne Herl	Nursing Lab
Tonnesha Jefferson	Leav. Ctr.
Jenny McIntyre	Academic Resource Center
Chris Newton	Campus Police
Kamenn Roark	Theatre
Ebony Shelton	Research
Cynthia Singleton	Child Care Center
Sasha Tompkins	Wellness

**XII. Miscellaneous Business**

Enter executive session to discuss possible acquisition of real estate **and to discuss a legal matter subject to attorney-client privilege (wording added)**

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

- Trustee Townsend moved to approve the minutes of the January 10, 2008 Board of Trustees special meeting as presented. Trustee Daniels seconded and the motion carried.
- Trustee Rios moved to approve the minutes of the January 15, 2008 Board of Trustees meeting as presented. Trustee Hernandez seconded and the motion carried.
- There were no patrons or petitioners wishing to address the Board.
- There were no communications.
- Under the President's Report, Dr. Burke introduced Commissioner Pat Pettey to give a presentation on an educational program called the "Dotte Promise." Commissioner Pettey explained that this proposed program is a scholarship program which would fund any Kansas City, Kansas High School graduate up to \$4,000 per year for four years toward higher education at any Kansas accredited community college, trade school, university or four year institution. UMKC is also included as a participating university. This program would be funded by a one-fourth cent sales tax in Wyandotte County. There would be a ten year

sunset on this tax and Wyandotte County voters would have to vote on it. Discussion and questions followed Commissioner Pettey's presentation. The chairman thanked the Commissioner for her appearance before the Board.

7. Dr. Burke introduced Brian Bode, Dean of Financial and Administrative Services to give an update on campus security. Following Dean Bode's update and questions by the Board, Dr. Burke reminded the Board of the Chamber of Commerce's Annual Luncheon meeting on Thursday. He then noted that the legislative reception and Phi Theta Kappa Honoree Luncheon recently held and sponsored by KACCT in Topeka were great successes. Dr. Burke then gave an update on legislative issues to include HB 2871 to extend the deadline for submission of Kansas ATSS' plans for merger or independence, SB 421 making 10<sup>th</sup> graders eligible for concurrent enrollment, and SB 436 on the Community College Sales Tax Authority.
8. Next was the Provost's Report at which time Provost Dr. Morteza Ardebili recommended approval of MICT RRT/RN Bridge Program to be sent to the state for approval. There was discussion. Trustee Daniels moved to approve the MICT RRT/RN Bridge Program as presented to be sent to the state for approval. Trustee Rios seconded the motion and there was further discussion. Following discussion the motion carried.
9. Dr. Ardebili then invited the Board to attend the information session being held on February 21<sup>st</sup> which was an initiative targeting male students between the ages of 17 and 24 to get them into higher education and retain them until completion. Dr. Denise McDowell, Dean of Admissions & Registrar spoke briefly regarding the program.
10. Dr. Ardebili noted that there was a Workforce Development Summit to be held on March 25<sup>th</sup>, at which time "shareholders" in the community could have a discussion regarding global strategy integrating the diverse views and approaches to workforce development into a more meaningful whole. He also noted that the college would be closed on February 29<sup>th</sup> in order to hold staff and faculty development in their departments in the morning and attend a presentation by Mr. Richard Santana entitled "Diversity and Perception of People" in the afternoon.
11. Dr. Ardebili noted the 38 years of service and retirement of Dr. David Klein, Dean of the Math, Science & Technology Division. He was applauded.
12. Dr. Burke spoke regarding the requests of Ms. Lorene Jones at the January board meeting regarding the rates for summer at the wellness center, lighting on campus, and parking availability in proximity to the wellness center. He stated that because the credits were full credits given in the compressed summer session that there would be no way to reduce the credit hour rate for the wellness center. He did note that the lighting on campus was at present being studied, and that the wellness center parking lot could not be changed due to a gas line that runs beneath it. He said that he would convey this information in a letter to Ms. Jones.
13. Under the Personnel Report Dean Leota Marks noted the following information item:

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- Resignation of Trevor Gensler as Asst. Coach of Women’s Volleyball effective February 22, 2008

14. Dean Marks then made the following personnel recommendations:

- Retirement of Bev Ross as Transcript Analyst in the Admissions & Records Office effective February 19, 2008
- Retirement of Alvina Laird as Technical Asst. for Records in the Admissions & Records Office effective February 13, 2008
- Approval of early retirement of Dr. David Klein as Dean of the Math/Science/Technology Division effective July 31, 2008
- Approval to employ Monica L. Roberts as Administrative Assistant in the Humanities & Fine Arts Division effective January 28, 2008 at the annual salary of \$26,428.00
- Approval to employ Carrie L. Boorem as Technical Assistant in the Academic Resource Center effective February 11, 2008 at the annual salary of \$23,000.00
- Approval to employ Gregory S. Behrens as FT Custodian in the Buildings & Grounds Dept. effective January 28, 2008 at the annual salary of \$22,741.00
- Approval to employ Nicholas J. Briscoe as Media Services Classroom Technician in the Media Services Dept. effective February 19, 2008 at the annual salary of \$36,461.00
- Approval to employ Sandra L. Lane as Academic Nursing/Allied Health Advisor in the Nursing & Allied Health Division effective February 4, 2008 at the annual salary of \$39,000.00
- Approval to employ the following Adjunct Instructors at the pay rate of \$684.00 per credit hour:

Terry J. Hutter	Physical Science	January 16, 2008
Terry J. Hutter	Physics	January 16, 2008
Thomas P. Barket	Chemistry	January 16, 2008
Nathan S. Darrow	Theatre	January 16, 2008
Kaoutar Yartaoui	Arabic	January 16, 2008
Shaun E. Hyland	Theatre	January 16, 2008
Christine A. Yannitelli	ESL	January 16, 2008
Elizabeth R. Gutierrez	English	January 16, 2008
Elizabeth A. Wenski- Mullinax	Biology	January 16, 2008
Todd R. Wilkinson	Music	January 16, 2008
Mary S. Goodrich	Nursing	January 16, 2008
Stanley E. Jasinkas	Reading	January 16, 2008
Augusta N. Amadi	Nursing	January 16, 2008
Gerald D. Gurss	Music	January 16, 2008
Randy B. Winder	Theatre	January 16, 2008
Brandi L. Minton	Nursing	January 16, 2008
Sandra L. Tippett	Nursing	January 16, 2008
Stephanie N. King-Whitlow	Nursing	January 16, 2008
Rachel R. Lee	Nursing	January 16, 2008
Scott A. Schaunaman	Math/Science/Tech.	January 16, 2008

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

Jim Hathaway	Defensive Driving	\$ 80.00
Jim Hathaway	Drivers Ed. (Class Time)	\$ 600.00
Jim Hathaway	Drivers Ed. (Drive Time)	\$1,880.00
- Approval to employ Matt W. Sabielski as EMT Lab Assistant in the Math/Science/Technology Division effective January 16, 2008 at the hourly rate of \$10.00
- Approval to employ Brandon W. Maples as EMT Lab Assistant in the Math/Science/Technology Division effective January 14, 2008 at the hourly rate of \$10.00
- Approval to employ Eric J. Stark as MICT Lab Assistant in the Math/Science/Technology Division effective January 16, 2008 at the hourly rate of \$12.00
- Approval of change in status of employment for Cheryl Postlewait from Librarian to Director of the Library effective February 1, 2008 with no change in annual salary
- Approval of change in status of employment for Frankie M. Davis from Adjunct Instructor of Nursing to Asst. Director of Nursing Retention, in the Nursing & Allied Health Division effective January 14, 2008 at the annual salary of \$39,000.00
- Approval of change in status of employment for Connie Northup from Accounts Payable Clerk to Supervisor of Bookkeeping effective February 11, 2008 at the annual salary of \$41,000.00
- Approval to employ the following Adjunct Instructors at the pay rate of \$684.00 per credit hour:

Maurice S. McChan	Psychology	February 29, 2008
Lorie L. Johnson	Respiratory Therapy	February 5, 2008
- Approval to employ the following college funded students:

Tanisha Adams Coit	Admissions
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Nathan Foreman	Art Dept
Rudiana Frazier	Nursing
Jeffrey Hays	Tutor
Lester Herbert	Athletics
Michael Kabinga	Tutor
Elizabeth Kerr	Mac Lab Intern
Seung Kim	ESL
Kayla Kruse	Therapy
Sarah Larson	Tutor
Cha Lee	ESL
Jimmy Lee	Nursing
Josh McCormick	CEB

Nichalos Mikessell	Campus Police
Raffique Providence	Athletics
Jennifer Reeser	Tutor
Catherine Renfro	Library
Jarvis Rhone	Music
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Chris Newton	Campus Police
Kamenn Roark	Theatre
Ebony Shelton	Research
Cynthia Singleton	Child Care Center
Sasha Tompkins	Wellness

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

15. Dean Marks introduced the following new staff members:

Cynthia Lahmann – Web Designer, Information Services  
Sandra Lane – Academic Advisor for Nursing & Allied Health  
Frankie Davis – Asst. Director of Nursing Retention

The board welcomed them.

16. Under the Finance Report, Dean Brian Bode introduced Larry Seal and informed the Board that he was one of ten recipients of the Minority Business Council Diversity Award for Minority Purchases.

17. Dean Bode then presented the bills to be paid. Trustee Townsend moved to pay the bills as presented. Trustee Hernandez seconded and the motion carried.

18. Dean Bode presented the Financial Report for acceptance. There was brief discussion concerning the change of Douglass Bank to Liberty Bank which ended with Trustee Townsend moving to leave the existing account at Liberty Bank during the “reasonable” period of transition as long as it would not be in violation of laws concerning the bank

having a Kansas charter. Trustee Ash seconded and further discussion ensued. The vote was taken and the motion carried.

19. Dean Bode presented the following recommendations for approval:

- Approval of payment of \$163,996.57 to Commerce Bank for Visa credit card purchases from December 11, 2007 thru January 10, 2008 (Various Funds)
- Approval to accept the best bid of \$90,000 from WSK&F Architects, Inc. for architectural services for a Fire Alarm System and a Security System (State of KS Deferred Maintenance Funds) (*WSK&F's bid has a higher cost but their work on the design and scope of work is much more detailed, more complete and they have pledged 240 hours of dedicated Principal Architect time during the construction project. Bozich was the architect for the Chemistry Lab remodeling and proved to be less than responsive during the construction management portion of the work. Construction management is a critical need for the College because of the workload already placed on the leadership of Buildings and Grounds. The American Council of Engineering Companies, and Kansas statute, recommend "qualifications" be the selection criteria for engineering firms rather than "low bid".*)

Two Bids:

Bozich	\$52,600 +
WSK&F	\$90,000

- Approval to accept the best bid of \$66,200 from Blevins & Bradbury, Architects, Inc. for architectural services for a JSC water cooled chiller and a Print Shop water cooled chiller (State of KS Deferred Maintenance Funds) (*Blevins & Bradbury produced the most complete, the most detailed, and best proposal for this project. Their prior experience with the College has been exceptional (Field house roofing project) and has shown they will dedicate their efforts to our projects. WSK&F is recommended in #2 above and, while qualified, I am concerned about the scope of the project that they described in their bid document not fulfilling what we see as the project. Again, Bozich's prior work with the College and their exceptionally low bid for a project of this size raises concerns about their ability to deliver the project on time and within budget.*)

Three Bids:

Bozich	\$18,500 +
Blevins & Bradbury	\$66,200
WSK&F	\$55,900

- Approval to accept the low bid of \$43,100 from Nationwide Lifts for providing and installing elevators in the Library and Humanities buildings (Capital Outlay Fund)

Two Bids:

Nationwide	\$43,100
Thyssenkrupp	\$43,300

- Approval to retain Blevins & Bradbury, Inc. for architectural services for college projects as needed through June 30, 2008 (*The continuing need for readily available architectural advice, estimates, and scope of work determinations highlights the need for an architect firm to be on retainer. This request is a 4 month fix so that a bid process for architecture firms for 2008/09 can be prepared, analyzed and presented for BOT approval.*)

- Approval of payment of \$19,237.00 to Assessment Technologies Institute, LLC for RN Comprehensive Assessment & Review Programs for Nursing (Incidental Fund-General Nursing)
- Approval to purchase renewal of the Niagra Energy Management System annual maintenance contract with C&C Group, Inc. for \$18,219.00 for Buildings & Grounds (General Fund)

Trustee Rios questioned the fee for architectural services to which Dean Bode responded with a rate of \$110 per hour. Trustee Rios moved to approve the recommendations as presented. Trustee Townsend seconded and the motion carried.

20. The next order of business was the committee reports. The following reports were made:

- ACCT National Legislative Summit – Don Ash
- KACCT PTK Honorees Luncheon – Don Ash
- Board Site & Facility Committee – Don Ash
- Ad-Hoc Planning and Evaluation Committee – Nolen Ellison
- Policy on BOT Use of Cell Phones/Laptops – Karen Hernandez

21. Discussion of ATS merger was the next agenda item but due to time constraints, it was the consensus of the Board that there would be no executive session and that they would hold a special meeting for the sole purpose of discussing the proposal for merger of the ATS with KCKCC. A draft proposal was distributed and it was decided that Dr. Burke would coordinate the date for the special meeting with trustees and send official notice to newspapers.

22. Trustee Daniels moved to adjourn the meeting. Trustee Rios seconded and the motion carried.

The meeting adjourned at 11:50 a.m.

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

\_\_\_\_\_ Secretary