

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

March 11, 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 and J.D. Rios. Clyde Townsend was absent at this time.

1. Dr. Burke recommended approval of the agenda with the following amendments:

**Additions:**

**VII. Provost Report**

- B. Approval of Special Class Fees for the year 2008-2009 (**Attachment A**)

**VIII. Personnel**

- A. Information:

2. Rescission of early retirement of Jim Lahmann as Director of Purchasing & Risk Management in Administrative Services effective July 31, 2008

- B. Recommendations:

8. Approval to employ Yawo Ekpoh as Developmental Math Tutor in the Title III Dept. effective March 10, 2008 at the hourly rate of \$15.00

**XII. Miscellaneous Business**

- B. Enter Executive Session to discuss the possible acquisition of real estate **and to discuss matters deemed privileged and would be subject to attorney-client privilege (wording added)**

Trustee Rios moved to approve the agenda with the amendments as presented. Trustee Ash seconded and the motion carried.

2. Trustee Rios moved to approve the minutes of the February 19<sup>th</sup> Board of Trustees meeting as presented. Trustee Hernandez seconded and the motion carried.
3. Trustee Daniels moved to approve the minutes of the February 28<sup>th</sup> Special Meeting of the Board of Trustees as presented. Trustee Ash seconded and the motion carried.
4. There were no Patrons or Petitioners wishing to address the Board at this time.
5. There were no communications.
6. Dr. Burke gave the President's Report on the following subjects:
  - Decisions by the legislature regarding higher education funding are being delayed for the Omnibus Bill at the end of the session.
  - SB 411 which extends concurrent enrollment to 10<sup>th</sup> graders passed the senate and is in the House.

- Legislative Post Audit Committee Report noted KCKCC was one of the nine out of 19 community colleges in the state that met the requirements of SB 345.
  - Spring Break the week of March 17 – 21, 2008 (No classes, Offices Open)
  - Phi Theta Kappa Regional award recipients:
    - Stacy Tucker – Distinguished Advisor
    - Harry Kebianyor – Honorable Mention for Distinguished Officer Award
    - Page Robinson – Elected as Kansas Region Alumni Relations Officer
  - U.S. Dept. of Education FIPSE Grant to be written for Workforce Development and Prisoner Recidivism in the amount of \$478,492
7. Under the Provost's Report, Dr. Ardebili made the introduction of the Dean of Humanities, Dr. Tamara Agha-Jaffar, who in turn introduced Dr. Gregg Ventello and Dr. Paul Hemmerla to give their presentations for their requests for sabbatical for the 2008-2009 school year. Following these presentations Dr. Ardebili made the recommendation that these associate professors be granted the sabbaticals as requested, Dr. Ventello for Fall semester 2008 and Dr. Hemmerla for Spring semester 2009. Trustee Daniels moved to grant the sabbaticals as requested. Trustee Hernandez seconded and the motion carried.
8. Dr. Ardebili presented the proposed changes in Special Class Fees. Following discussion Trustee Daniels moved to approve the changes in Special Class Fees as proposed. Trustee Ash seconded and the motion carried.
9. Dr. Ardebili introduced Dr. Denise McDowell to give a follow up response to a question raised at last month's meeting. Dr. McDowell gave a presentation /overview of financial aid awarded at KCKCC that would be affected by the proposed "Dotte Promise" scholarship and tax. It was decided that a letter be sent to Commissioner Pat Petty's office stating their appreciation of any help given to KCKCC students through this measure.
10. Dr. Ardebili reported that the programs coming to KCKCC as a result of the ATS merger would be applying for accreditation with HLC. He also noted that the Workforce Development Agenda Summit would be held on March 25<sup>th</sup> in Room 3632 from 10 a.m. to 12:00 noon.

Trustee Townsend arrived at the meeting at 10:35 a.m.

11. The next order of business was the Personnel Report given by Dean Leota Marks. Dean Marks presented the following information items:
- Correction of the effective date of retirement for Alvina Laird to be February 29, 2008 instead of February 13, 2008 (as submitted at February mtg.)
  - Rescission of early retirement of Jim Lahmann as Director of Purchasing & Risk Management in Administrative Services effective July 31, 2008
12. Dean Marks then presented the following personnel items for approval:
- Approval of early retirement for Jim Lahmann as Director of Purchasing & Risk Management in Administrative Services effective July 31, 2008 (rescinded, note #11)

- Approval of early retirement for Linda Huggins as Instructor in the Business & Continuing Education Division effective June 30, 2008
  - Approval to employ Amy Arellano as Speech Instructor in the Humanities & fine Arts Division effective August 7, 2008 at the annual salary of \$40,728.99
  - Approval to employ Heidi Schmeltz as College Nurse in the Student Services Division effective February 25, 2008 at the annual salary of \$38,000.00
  - Approval to employ Steve M. Combs as MICT Lab Asst. in the Math/Science & Technology Division effective February 25, 2008 at the hourly rate of \$12.00
  - Approval to employ the following students:

Makesi Andrews	Child Care Center	College Funded
Trichelle Heard	Track	Fed. Work Study
Meghan Shuck	Journalism	College Funded
  - Approval of change in status of employment for Linda Harris from PT Relief Secretary in the Human Resources Department to Class II Secretary in the Intercultural Center effective March 3, 2008 at the annual salary of \$22,800.00
  - Approval to employ Yawo Ekpoh as Developmental Math Tutor in the Title III Dept. effective March 10, 2008 at the hourly rate of \$15.00
- Trustee Townsend moved to approve the Personnel Recommendations as presented. Trustee Daniels seconded and the motion carried.

13. Dean Richard Lee of Student Services introduced the new Campus Nurse, Heidi Schmeltz.
14. Dean Brian Bode of Financial & Administrative Services referred to the bills in the Financial Report and requested approval to pay the bills as presented. Following questions, Trustee Townsend moved to pay the bills. Trustee Daniels seconded and the motion carried.
15. Dean Bode presented the Financial Report for approval. Following discussion Trustee Daniels moved to approve the Financial Report as presented. Trustee Rios seconded and the motion carried.
16. Dean Bode requested approval of the following recommendations:
  - Approval of payment of \$305,692.30 to Commerce Bank for Visa credit card purchases from January 11, 2007 thru February 25, 2008 (Various Funds)
  - Approval of payment of \$10,719.63 to McAnany, VanCleave & Phillips for legal services for January 2008 for Human Resources (General Fund)
  - Approval to contract with Time Warner Cable for an Optical Access Service agreement for 36 months at \$4,000 per month for two dedicated Point-to-Point data circuits from 7250 State Avenue: one to 225 Cherokee, Leavenworth, KS (LSC), and the other to 2220 North 59<sup>th</sup> Street (ATS), for Information Services (General Fund)
  - Approval to lease a Toshiba 3500C copier for 36 months at \$565.00 per month from Toshiba Business Solutions for the Regional Prevention Center. (Federal Funds—Sexuality/Aids)Trustee Rios moved to approve the recommendations as requested. Trustee Townsend seconded and the motion carried.

17. Under the Committee Reports, Trustee Ellison gave a report on the Ad-Hoc Planning and Evaluation Committee which included recommendations regarding creating a Workforce Education & Training Institute, and making the Board Treasurer part of the Executive Team and a signatory. The Attorney determined that this would need to be discussed in executive session to protect the privacy of the parties involved.
18. Trustee Ellison moved to adopt a resolution creating the Workforce Education & Training Institute. Trustee Hernandez seconded. There was lengthy discussion, after which Trustee Daniels moved to table the motion to delay any action and take the issue up at the April meeting as an agenda item after the reports resulting from the Workforce Development Summit have been presented to the Board members. Trustee Rios seconded. Following further discussion the vote was taken and the motion to table carried.
19. Trustee Ash reported on the Facility & Site Planning Committee. The conceptual budget for an approx. 55,000 sq. ft. education facility would be approximately \$8.5 million and 8,000 sq. ft. Law Enforcement training facility would be approximately \$1.58 million. There was further discussion.
20. The next item was the executive session. Trustee Ash moved to enter executive session for a period not to exceed 30 minutes for the purpose of discussing possible acquisition of real estate and consultation with the college attorney to discuss matters deemed privileged in the attorney-client relationship, with possible action to follow. Trustee Daniels seconded and the motion carried. The Chairman allowed five minutes to clear the room.
21. Executive session commenced at 11:50 a.m.
22. The Board reconvened in regular session at which time Trustee Ellison moved to adjourn the meeting. Trustee Ash seconded and the motion carried.

The meeting adjourned at 12:20 p.m.

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

\_\_\_\_\_ Secretary