

# KANSAS CITY KANSAS COMMUNITY COLLEGE

## Board of Trustees Meeting

April 8, 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 (by phone connection), Karen Hernandez, Mary Ann Flunder, J.D. Rios, and Clyde Townsend.

1. Trustee Townsend moved to approve the Agenda with the addition of the discussion of Workforce Development be added as an item under Unfinished Business. Trustee Hernandez seconded and the motion carried.
2. Trustee Daniels moved to approve the minutes of the March 11, 2008 Board of Trustees meeting as presented. 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 reported on the following items:
  - Legislative recess until April 30<sup>th</sup>
  - KCKCC's unprecedented 5<sup>th</sup> consecutive National Debate Championship title which will be recognized by the Kansas Senate on April 30<sup>th</sup> at 10:30 am.
  - Workforce Development Summit on April 14<sup>th</sup>
  - Report from Emporia State University on the status of KCKCC transfer students
  - The Leavenworth Center's hosting of the Leavenworth Chamber of Commerce Coffee at 9:30 a.m. on April 9<sup>th</sup>
6. Dr. Ardebili reported on the performance of the Debate Team at the National Championship, and introduced Dr. Agha-Jaffar who in turn introduced Darren Elliott, the KCKCC Debate Coach. Mr. Elliott spoke briefly on the success of the debaters and introduced the team members and spoke about their awards. The presentation was followed by applause and the Board congratulated Darren Elliott and the debaters on their victory.
7. Dr. Ardebili then introduced Barbara Clark-Evans to give a presentation on the status and direction of the Intercultural Center. The Board thanked her for the presentation.
8. As an aside, Debate Coach Darren Elliott spoke again to introduce team member Elizabeth Smith due to her inability to be present at the time of the previous presentation. The Board congratulated and applauded her.

9. Dean Leota Marks presented the following personnel information item:
- Resignation of Dr. Bryan LeBeau as Dean of Institutional Services effective July 31, 2008

10. Dean Marks then presented the following personnel recommendations:

- Approval to employ Larry Burney as On-Track Lead Teacher for Adult Language Arts in the Continuing Education Division effective March 26, 2008 at the annual salary of \$34,632.00
- Approval to employ Bobbie J. Fletchall as PT Groundswoker in the Buildings & Grounds Dept. effective March 26, 2008 at the hourly rate of \$9.85
- Approval to employ Sandra M. Jones as PT Relief Secretary in Human Resources Dept. effective March 24, 2008 at the hourly rate of \$9.85
- Approval to employ Norma I. Porcel as PT Relief Secretary in Human Resources Dept. effective March 24, 2008 at the hourly rate of \$9.85
- Approval to employ Mumtaz Ward as On-Track Family Literacy ESL Instructor in the Continuing Education Division effective March 24, 2008 at the hourly rate of \$20.00
- Approval to employ the following part time Instructors for Continuing Education non-credit classes:

Jim Hathaway	Defensive Driving	\$ 80.00
Tom Renfro	Private Pilot Ground School	\$696.00
Jeanne Crane-Smith	English in the Workplace	\$350.00
Bryan Whitehead	Digital Cameras for Beginners	\$438.75

- Approval to employ the following students:

Veronica Allen	Leav Center	CF
Rebecca Boelling	Art Dept	CF
Ashley Cheffen	Soc Sci Div	CWS
Rachael Forck	Tutor	CF
David Garcia	Humanities	CWS
Loren Hein	Intern/Jim Bennett	CF
Maurice Knight	Concessions	CWS
Janet Loehr	Leav Center	CWS
Benjamin Poff	Theatre	CWS
Stephen Selleck	Campus Police	CF
Gilbert Tchouya	Chemistry Lab	CF
Amber Walden	Tutor (Leav Center)	CF
- Approval of change in the status of employment for Steven Samuels from Instructor for the GM Skill Center to On-Track Math Lead Teacher in the Continuing Education Division effective March 10, 2008 at the annual salary of \$34,632.00

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

11. Dean Brian Bode presented the bills for payment. Trustee Townsend moved to pay the bills as presented. Trustee Daniels seconded. Following brief discussion the vote was taken and the motion carried.

12. Dean Bode presented the Financial Report for approval. Following explanation of items questioned by Trustee Rios, Trustee Rios moved to approve the Financial Report as presented. Trustee Ash seconded and the motion carried.
13. Dean Bode presented the following items for approval:
  - Approval of payment of \$10,368.05 to McAnany, VanCleave & Phillips for legal services for February 2008 for Human Resources (General Fund)
  - Approval to contract with William B. Schmidt CPA, LLC for the audit of financial statements for the year ending June 30, 2008 for an amount not to exceed \$37,000 (General Fund) ( The Business Office will be transitioning to Datatel on July 1, 2008. We ask that Schmidt be used again this year so the Business Office is not burdened with assisting a new audit firm that does not “know” KCKCC at the same time they are working through this transitional period.)Following comments by Trustee Ellison, Trustee Daniels moved to approve the recommendations as presented. Trustee Townsend seconded and the motion carried.
14. Under Committee Reports, Trustee Ellison gave a report from the Board Planning & Evaluation Committee. Trustee Ash reported on the Facilities Committee. Following discussion Trustee Daniels suggested that a retreat be held solely for the purpose of discussing finance and facilities issues. Trustee Hernandez gave a report of the Policy Committee and read her minutes from that meeting. Trustee Daniels moved that copies of the minutes of the Policy Committee be distributed to board members and that the policy proposed by the committee be submitted to the Board for first reading at the May 2008 meeting. Trustee Townsend seconded and the motion carried.
15. The next item was unfinished business at which time Trustee Daniels moved that the resolution to create a Workforce Development Institute be tabled for the second time until after the Workforce Development Summit can be held and propose a plan for consideration. Trustee Townsend seconded and the motion carried.
16. Under Miscellaneous Business, the Board’s endorsement of the “Dotte Promise” as proposed by Commissioner Pat Pettey was discussed. Trustee Ellison was uneasy about endorsing this at this time. Trustee Rios moved to table the motion to endorse the “Dotte Promise” program until the May meeting. Trustee Townsend seconded. Following brief discussion concerning the requested letter by Commissioner Pettey, the vote was taken and the motion to table carried.
17. The next item was the executive session. At this time Trustee Ellison stated that he needed to disconnect from the meeting. Trustee Daniels moved to enter executive session to discuss personnel matters to protect the privacy of the parties involved, and to discuss matters subject to attorney-client privilege for a period of 30 minutes with possible action to follow. Trustee Ash seconded and the motion carried. The Chairman allowed five minutes to clear the room.
18. Executive session commenced at 11:10 a.m.

19. The Board reconvened in regular session at 11:40 a.m. at which time Dr. Burke requested adoption of the following resolution to non-renew the contract for Lisa Livingood for the 2008-2009 school year:

**RESOLUTION**

**WHEREAS, Lisa Livingood is currently employed as a non-tenured faculty member with the Kansas City Kansas Community College; and**

**WHEREAS, the Board of Trustees of Kansas City Kansas Community College finds that the contract of Lisa Livingood for the 2008-2009 school year should not be renewed, and that Lisa Livingood should be given written notice on or before May 1, 2008, of the intent of the Board of Trustees of Kansas City Kansas Community College to not renew her contract for the 2008-2009 school year;**

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KANSAS CITY KANSAS COMMUNITY COLLEGE as follows:**

**It is hereby declared to be the intent of the Board of Trustees of Kansas City Kansas Community College that the employment contract of Lisa Livingood as a non-tenured faculty member not be renewed for the 2008-2009 school year; and,**

**The Secretary of the Board of Trustees is directed to give written notice in person or by restricted United States mail to Lisa Livingood on or before May 1, 2008, of the Board's intent not to renew her contract for the 2008-2009 school year.**

**ADOPTED by the Board of Trustees of Kansas City Kansas Community College the 8<sup>th</sup> day of April, 2008.**

**By: Mary Ann Flunder  
Raymond Daniels  
Karen Hernandez  
Clyde Townsend**

**Donald Ash  
Nolen Ellison  
J.D. Rios**

Following the reading of the resolution Trustee Rios moved to adopt the resolution as read. Trustee Townsend seconded and the motion carried.

20. Dr. Burke requested adoption of the following resolution to terminate the contract of Dr. Ruth Heflin effective April 8, 2008:

**RESOLUTION**

**WHEREAS, on the 11<sup>th</sup> day of October, 2007, the Board of Trustees of Kansas City Kansas Community College, Wyandotte County, Kansas, by resolution duly adopted, took action to notify Dr. Ruth Heflin of the board's intent that her contract as a teacher be terminated; and**

**WHEREAS, pursuant to that resolution, the clerk of the Board of Trustees gave written notice to Dr. Ruth Heflin that it was the intent of the Board of Trustees to terminate her contract of employment, and that she was entitled to a hearing before a hearing officer if she so requested in writing to the clerk of the Board of Trustees within fifteen (15) days after the date of notice; and**

**WHEREAS, pursuant to the notice, on October 24, 2008 Dr. Ruth Heflin timely notified the clerk of the Board of Trustees in writing that she wanted a hearing; and**

**WHEREAS, pursuant to her written request for a hearing, the Board of Trustees timely requested the Kansas State Department send a list of five (5) impartial hearing officers to the board and to Dr. Ruth Heflin and her legal representative; and**

**WHEREAS, after receiving the list, the parties stipulated and selected Mr. Lloyd Schwartz as the hearing officer.**

**WHEREAS, the hearing officer held a hearing I in the manner prescribed by law and at the hearing evidence was adduced by the Board of Trustees and by Dr. Ruth Heflin and her legal counsel; and**

**WHEREAS, at the conclusion of the hearing, the hearing officer took the matter under advisement and on the 25<sup>th</sup> day of March, 2008, issued findings of fact and a decision to the Board of Trustees; and**

**WHEREAS, decision was received by the Board of Trustees on the 7<sup>th</sup> day of April, 2008, the decision being that Kansas City Kansas Community College has demonstrated their decision to terminate the contract of Dr. Ruth Heflin was appropriate. Accordingly, Dr. Heflin's termination shall be effective immediately; and**

**WHEREAST, pursuant to K.S.A. 72-5443, the decision of the hearing officer is final, subject to appeal by either party;**

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KANSAS CITY KANSAS COMMUNITY COLLEGE, WYANDOTTE COUNTY, KANSAS:**

**Section 1. That the current teaching contract of Dr. Ruth Heflin be terminated, as was the decision of the hearing officer; and**

**Section 2. That the clerk of the Board of Trustees give Dr. Ruth Heflin a signed copy of this resolution in person or by United States mail.**

**ADOPTED by the Board of Trustees of Kansas City Kansas Community College, Wyandotte County, Kansas, the 8<sup>th</sup> day of April, 2008.**

**By: Mary Ann Flunder  
Raymond Daniels  
Karen Hernandez  
Clyde Townsend**

**Donald Ash  
Nolen Ellison  
J.D. Rios**

Following the reading of the resolution Trustee Rios moved to adopt the resolution as read. Trustee Townsend seconded and the motion carried.

21. Trustee Daniels moved to adjourn the meeting. Trustee Townsend seconded and the motion carried.

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

\_\_\_\_\_ Secretary