

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

December 18, 2007

The regular monthly meeting of the Board of Trustees was called to order at 9:00 a.m. in the Board Conference Room at the College by the Chairman Mary Ann Flunder. Roll call indicated the following Trustees present: Donald Ash, Ray Daniels, Nolen Ellison, Mary Ann Flunder, Karen Hernandez, J.D. Rios, and Clyde Townsend.

1. Dr. Thomas Burke, President, noted the following amendments to the agenda:

Correction(s):

VIII. Personnel

B. Recommendations

8. Approval of change in status of employment for Barbara Watson from Technical Asst. in the Academic Resource Ctr. to Class II Secretary **in the Career Center** effective December 17, 2007 with no change in annual salary

Additions:

IX. Finance

C. Recommendations

4. Approval of payment of \$20,000 to Midwest Inspectors Institute for instructor salaries, materials, and curriculum for Continuing Education (Adult Education Fund)
5. Request approval to increase mileage reimbursement rate from \$0.485 to \$0.505 for calendar year 2008. This is the newly approved IRS rate for mileage and keeps with College procedure to match the IRS rate.
6. Approval of new, 5-year lease with Greenamyre Rentals in Leavenworth for the Leavenworth Service Center. Rent for 2008 will be \$11,410 per month and rent for following years will be negotiated at the Consumer Price Index change for that year. (General Fund)

Dr. Burke also noted that item XII C was deleted due to a KACCT recommended postponement of action until the January meeting. Trustee Townsend requested the addition of an item under Miscellaneous Business regarding provision of cell phones for Trustees. Trustee Ellison requested to submit a written report regarding the Ad Hoc committee under Committee Reports section of the agenda, and to submit photos to the Board Chair for distribution to Clyde Townsend under the Communication section of the agenda. Trustee Rios moved to approve the additions to the agenda as requested. Trustee Townsend seconded and the motion carried.

2. Trustee Townsend moved to approve the minutes of the November 27, 2007 special meeting of the Board of Trustees as presented. Trustee Hernandez seconded and the motion carried.

3. Trustee Rios moved to approve the minutes of the November 13, 2007 regular meeting of the Board of Trustees as presented. Trustee Daniels seconded and the motion carried.
4. Under Audience to Patrons & Petitioners, Mr. Richard Mabion, representing the Business Concerns of Quindaro, addressed the Board regarding the image being created by the publicity of the recent groundbreaking for Schlitterbahn Resort. He also noted and distributed his proposal for a ramp at the Quindaro site to make easier access to the ruins for visitors and tours. Following Mr. Mabion's remarks, Trustee Ellison made a recommendation that the Board of the AME Church meet with the KCKCC involved representative to the Quindaro Ruins Project Board prior to any discussion being held by the KCKCC Board of Trustees. His suggestion was that Dr. Steve Collins from KCKCC, Mr. LaVert Murray from the Economic Development Dept. and KCK Mayor meet to discuss the issue before approaching the KCKCC Board of Trustees. The Chairman thanked Mr. Mabion for speaking to them.
5. Under the President's Report Dr. Burke discussed the following:
 - The President's Holiday Open House being held today
 - The Nurses Pinning Ceremony being held tonight at 7:00 p.m. in the PAC
 - The KBOR's Legislative Agenda including issues such as a local option of sales tax increase to help reduce property tax, and special education costs increasing at community college levels due to the number of disadvantaged students
6. Under the Provost Report, Dr. Morteza Ardebili introduced Leota Marks, Dean of Human Resources, to present the Personnel items. Dean Marks presented the following information item:
 - Resignation of Teresa Truman as Administrative Asst. to the Dean of Humanities & Fine Arts effective December 26, 2007
7. Dean Marks then presented the following personnel recommendations:
 - Approval to uphold the termination of Tony Russ as Custodian in the Buildings & Grounds Dept. effective November 12, 2007
 - Approval to employ Susan D. Turner as Grant Writer in the Institutional Services Dept. effective January 7, 2008 at the annual salary of \$35,000 plus 3% of obtained grants
 - Approval to employ John T. Cuffe as Community Prevention Specialist in the Regional Prevention Center of Wyandotte County effective November 19, 2007 at the annual salary of \$31,240.00
 - Approval to employ Susan E. Stuart as Director of Online Services in the Provost Office effective January 9, 2008 at the annual salary of \$57,944.00
 - Approval to employ Barbara Clark-Evans as Director of the Intercultural Center effective January 3, 2008 at the annual salary of \$57,944.00
 - Approval to employ the following part time Instructors for Continuing Education non-credit classes:

Sheldon Guenther	EMT Basic Refresher	\$960.00
Thomas Renfro	Private Pilot Ground School	\$348.00

- Approval to employ Pearlyn Banks as Part Time Child Care Center Teacher in the Campus Child Care Center effective November 12, 2007 at the rate of \$9.85 per hour
- Approval of change in status of employment for Barbara Watson from Technical Asst. to Class II Secretary in the Academic Resource Ctr. effective December 17, 2007 with no change in annual salary

Trustee Rios moved to approve the Personnel Recommendations as presented. Trustee Townsend seconded. The motion carried with 6 yes votes and 1 abstention.

8. The Provost introduced Dean Brian Bode to give the report on Finance. Dean Bode requested approval to pay the bills. Trustee Rios moved to approve payment of the bills. Trustee Townsend seconded and the motion carried.
9. Dean Bode then referred to the Financial Report and gave a brief report on the present status of the year's budget/spending. Trustee Rios moved to approve the Financial Report as presented. Trustee Daniels seconded. There was brief discussion by Trustee Ellison regarding a lack of review by the budget and audit committee of the Financial Report prior to the meeting. The chairman called for a vote which resulted in 6 yes votes and 1 abstention.
10. Dean Bode requested approval of the following items:
 - Approval of payment of \$204,353.50 to Commerce Bank for Visa credit card purchases from October 11, 2007 thru November 10, 2007 (Various Funds)
 - Approval of payment of \$13,546.68 to Ebsco Information Services for periodical subscription renewals for the Library (General Fund)
 - Approval of payment of \$11,930.14 to Thomson Gale for renewal of History and Science Resource Center databases for the Library (General Fund)
 - Approval of payment of \$20,000 to Midwest Inspectors Institute for instructor salaries, materials, and curriculum for Continuing Education (Adult Education Fund)
 - Request approval to increase mileage reimbursement rate from \$0.485 to \$0.505 for calendar year 2008. This is the newly approved IRS rate for mileage and keeps with College procedure to match the IRS rate.
 - Approval of new, 5-year lease with Greenamyre Rentals in Leavenworth for the Leavenworth Service Center. Rent for 2008 will be \$11,410 per month and rent for following years will be negotiated at the Consumer Price Index change for that year. (General Fund)

Trustee Daniels move to approve the items as presented. Trustee Townsend seconded and the motion carried.

11. Under Committee Reports, Trustee Ellison distributed the written report of the Planning & Evaluation Committee and made the recommendation that the Board monitor the first six months of the merger agreement between KCKATS and KCKCC. He also stated that the committee is in agreement that the Board Handbook should be carried out with no changes until after one year.

Trustee Ellison stated that it was the Ad hoc Planning & Evaluation committee's recommendation that new trustee orientation be planned for some time in January before the

January Board Meeting. Following discussion it was the consensus that the date and time of the orientation would be January 10th at 8:00 a.m. in the Board Room.

12. Dr. Burke presented and read the Joint Resolution of Intent for the merger of KCKATS with KCKCC subject to the submission of a final plan to be jointly submitted to the Kansas Board of Education by March 1, 2008. Trustee Daniels moved to adopt the following resolution:

**JOINT RESOLUTION OF UNIFIED SCHOOL DISTRICT
NO. 500, WYANDOTTE COUNTY, KANSAS
AND KANSAS CITY KANSAS COMMUNITY COLLEGE**

Whereas, the Board of Education of Unified School District No. 500, Kansas City, Kansas Public Schools (“USD No. 500”) as the governing body of the Kansas City Area Technical School (“ATS”) must, pursuant to Chapter 199 of the 2007 Session Laws of Kansas, present a plan to the Kansas Board of Regents not later than July 1, 2008 to merge or affiliate with a post-secondary education institution; and,

Whereas, upon thoughtful review and being fully advised in the premises, the Board of Education of Unified School District No. 500, Kansas City, Kansas Public Schools hereby accepts the recommendation of the Superintendent of Schools concerning the merger of the Kansas City Area Technical School with the Kansas City Kansas Community College; and

Whereas, USD No. 500 applauds and welcomes the action of the Kansas City Kansas Community College Board of Trustees which has fully endorsed the proposed plan to merge and/or affiliate ATS with KCKCC, subject to the submission of a final plan, to be jointly submitted by the Superintendent of Schools and the President of Kansas City Kansas Community College on or before March 1, 2008.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 500, WYANDOTTE COUNTY, KANSAS, AND THE BOARD OF TRUSTEES OF KANSAS CITY KANSAS COMMUNITY COLLEGE THAT, The Board of Trustees of Kansas City Kansas Community College and the Board of Education of Unified School District No. 500 on this 18th day of December, 2007, hereby resolve:

to work together toward a consolidated agreement as outlined in Kansas Statutes Annotated 71-1701, 71-1702 and 71-1703 to be presented to the Kansas Board of Regents for approval. The purpose of this consolidated agreement is the merger of Kansas City Kansas Community College and the Kansas City Area Technical School. Both institutions will work toward this agreement with the intent to have it approved by both Boards and the Kansas Board of Regents and to begin merged operations by July 1, 2008.

Trustee Ash seconded. Following discussion the vote was taken and the motion carried. Further discussion followed.

13. Dr. Burke recommended adoption of the Student Loan Code of Conduct policy. Trustee Ash moved to adopt the Student Loan Code of Conduct policy which was presented for first reading at the November meeting. Trustee Townsend seconded and the motion carried. Dr. Burke noted that he would inform the Attorney General of the Board’s action. This code of conduct would be posted in the Financial Aid area as a statement of affirmation.
14. The next order of business was the Deferred Maintenance Program HB 2237. Dean Bode explained the program and what the college would be doing to participate. With this

program the college would be borrowing 3.2 million dollars with a \$400,000 payback payment per year for the next eight years, and projects must begin by July 1, 2008. Because the application for these funds is due December 21st, a decision would be needed immediately. Trustee Rios moved to approve and authorize the signatures of the board chairman and the college president to sign the application for bond money loans under HB 2237. Trustee Daniels seconded. Following discussion the vote was taken and the motion carried.

15. Dean Bode requested approval of the contractual agreement in compliance with OFG to provide payroll services at no cost to the college under the IRS regulation 403(b) plan. There was discussion. Trustee Rios moved to approve Dean Bode's request as presented. Trustee Townsend seconded and the motion carried.
16. Trustee Rios moved to change the January Board of Trustees meeting to Tuesday, January 15th due to the lack of preparation time and timeline for completion of the audit. Trustee Townsend seconded and the motion carried.
17. The next item was referred to Trustee Townsend for presentation. Trustee Townsend spoke briefly regarding necessity for cell phones for Board of Trustee members. He then moved that the college provide cell phones to Board of Trustee members that needed them. Trustee Ellison spoke regarding the use of laptops for board members. Trustee Rios moved to table the discussion and possible action on this item. Trustee Ash seconded and the motion carried with 5 yes and 2 no votes. It was the consensus that a committee should take up the issue.
18. Trustee Daniels moved to enter executive session for a period not to exceed 30 minutes to discuss personnel matters subject to attorney-client privilege to protect the privacy of the parties involved, and to discuss possible acquisition of real estate. Trustee Townsend seconded and the motion carried. Executive session commenced at 10:50 a.m.
19. At 11:20 a.m. the Board reconvened in regular session at which time Trustee Daniels moved to adjourn the meeting. Trustee Townsend seconded and the motion carried.

The meeting was adjourned at 11:20 a.m.

ATTEST: _____ Chairman

_____ Secretary