

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

June 9, 2009

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 J.D. Rios. Roll call indicated the following Trustees present: Donald Ash, Ray Daniels, J.D. Rios, and Clyde Townsend. Mary Ann Flunder and Karen Hernandez were not present at this time.

1. Trustee Hernandez arrived at the meeting at 9:02 a.m. Trustee Townsend moved to approve the agenda with the following amendments:

Additions:

VIII. Personnel

- A. 1. Resignation of Courtney Guy as Lifeguard in the Wellness Center effective May 19, 2009
- B. 4. Approval of early retirement for Sandra Hawken as Secretary for Emerging Workers in the Continuing Education & Community Services Division effective **October 1, 2009 (Corrected)**

IX. Finance

- A. Recommendations:
 9. Approval to purchase 10 Optiplex 755 desktop computers from Dell Computers, Inc. for Information Services for \$12,092.20. (State of Kansas Contract) (Capital Outlay Fund)
 10. Approval to accept the low bid of \$46,093 for 3 Ford Fusion(S) sedans from Danny Zeck Ford. (Capital Outlay Fund) (**Attachment A**)

XII. Miscellaneous Business

- B. Enter executive session for the purpose of discussing faculty negotiations, possible acquisition of real estate, matters subject to attorney-client privilege **and personnel matters subject to attorney-client privilege. (Wording Added)**

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

2. Trustee Townsend moved to approve the minutes of the May 10, 2009 Board of Trustees meeting. Trustee Daniels seconded and the motion carried.
3. The Chairman called for any patrons or petitioners wishing to address the Board at this time. There were none.
4. There were no communications.

5. Under the President's Report Dr. Burke introduced the Director of Development at the Unified Government, Mr. LaVert Murray, to give a presentation on the renewal of the Neighborhood Rebate Program (NRP) #1 and the proposed NRP #2 Interlocal agreement. Following his presentation Dr. Burke recommended that the Board approve the renewal of the Neighborhood Rebate Program (NRP) #1 and the proposed NRP #2 Interlocal agreement. Trustee Townsend moved to approve the recommendation as presented. Trustee Ash seconded and the motion carried.
6. Dr. Burke continued his report by noting that the enrollment figures for Summer 2009 were up over 11% compared to the summer of 2008. He also noted that the college had been contacted about use of the facilities for one week to display artwork that will also be displayed by Avila College and UMKC. Following discussion, Trustee Daniels recommended that Dr. Burke, Dr. Ardebili, Brian Bode and the College Attorney investigate the possibility of hosting this display.
7. Dr. Burke referred to a newspaper article in the Leavenworth Times which spoke about KCKCC t-shirts "showing up" in Iraq donated by the Leavenworth Center's Veteran Affairs office and the Woman's Resource Center at KCKCC.
8. Dr. Burke discussed the state budget cut for educational funding for the college of up to two million dollars. Dr. Burke spoke of the two options for the college being a tuition increase of approximately \$6 per credit hour or use of the \$500,000 stimulus package to mitigate the increase in tuition. Following discussion Trustee Daniels moved to use the \$500,000 in stimulus funds for one year to mitigate any tuition increase. Trustee Townsend seconded and the motion carried.
9. Under the Provost Report, Dr. Ardebili introduced Ms. Adrienne Ford to briefly report her work with a college committee on a strategic plan for Workforce Development. Ms. Ford reported that Phase 1 of Workforce Development Strategic Plan should be completed by the end of July 2009.
10. Dr. Ardebili introduce the Dean of Enrollment & Registrar, Dr. Denise McDowell to give a presentation on one of the programs in the department. Dr. McDowell reported on the Fringe Benefits of Education (FBOE) and introduced the personnel involved with this program. Mr. Roger Suggs and the work study, Shimone Coe were present at this time. There was a brief video presentation and then the Board thanked Dr. McDowell and her personnel for their work on this program.
11. Dr. Ardebili referred to the policy revisions which were voted on at the May 10, 2009 Board of Trustees meeting for their information. He also noted that a copy of the revised Facility Usage form was also there for their records.
12. Ms. Leota Marks, Dean for Human Resources, then reported on Personnel Information items. She noted that Charita Lane on page 2 of the agenda was employed as a full time summer hire (instead of a part time) and that student Skye Gaskell that was listed as a part

time summer hire in Student Services would not be working. Dean Marks then presented the following Personnel Information items:

- Resignation of Courtney Guy as Lifeguard in the Wellness Center effective May 19, 2009

13. Dean Marks presented the following Personnel Recommendations for approval:

- Approval to employ Regina Smith as Part Time Relief Secretary in the Human Resources Dept. effective June 1, 2009 at the rate of \$10.05 per hour
- Approval to employ the following Part Time Instructors for Continuing Education Non Credit Classes:

Shari Augustine	Zumba	\$ 247.80
James Hathaway	Driver's Ed.	\$ 2,400.00
James Hathaway	Driver's Ed.	\$ 1,880.00
Erin Hockenberger	Community Spanish	\$ 900.00
Stephanie Marquez	Asst. DEW	\$ 2,400.00

- Approval to employ the following Students for Summer Hire:

OFFICE	FT	PT	ASSIGNMENTS	
Admissions	1		Jill Langley	FT
Athletics (Fields)	5		Jared Berman Jarid Renzelman Michael Rezin Jace Waters Joseph Borowicz	FT FT FT FT FT
Athletics (Softball)	1		Justin Cothran	FT
Athletics (Women's BB)	2		Sarah Craft Shannon Carlin	FT FT
Athletics (Men's Basket)	2	1	Michael Sylvara Andre Metoyer Derrick Denny	FT FT PT
Athletics (Trainer)		1	Cancelled Request	PT
Biology & Chemistry Labs	1 1		Sharon Guerra Charita Lane	FT FT
Bookstore		1	Corri Nance	PT
Buildings & Grounds	5 Grounds		Michael Steele Dylan Pendleton Tyler Lupton Richer Graves Perry Moore	FT FT FT FT FT
Business Office		2	Angeline McCarthy LeNeise Watts	PT PT
Campus Nurse	1		Kizzie Njeru	FT

Campus Police	1	2	Malarie Pierson	FT PT PT
Career Center		1	Kayla Freeman	PT
Child Care Center	2		Ronnita Shaw Lester Herbert	FT FT
College Nurse	1		Kizzie Njeru	FT
Continuing Education	1-Off. 1-NYSP		Monica McGlory Hector Mendoza	FT FT
Duplicating	1		Marie Dettmer	FT
Financial Aid		1	Jennifer Stephens	PT
Honors	2		Shelley Anderson Adam Schmitz	FT FT
Information Services	2		Nicholas Hower Daryl Obie	FT FT
Intercultural Center		1	Carlos Esparza	PT
Leavenworth Center	1	1	Velma Carson Tonnesha Jefferson	FT PT
Library	2		Alana Roach Katie Hale	FT FT
Media	2		Ca'Tia Temple Anne Gazaway	FT FT
Nursing Lab	1		Charla Patrick Skye Gaskell*	FT PT
Research Center	1		Jongun Jeon	FT
Theatre		1	Karen Hannah	PT
Wellness Center	3	3	Hannah Burgess Tiara Jones Courtney Johnson Heather Gattshall Christopher Jordan Marlayna McGruder	FT FT FT PT PT PT
PAY = \$6.60 PER HOUR				

- Approval of early retirement for Sandra Hawken as Secretary for Emerging Workers in the Continuing Education & Community Services Division effective October 1, 2009
Trustee Townsend moved to approve the Personnel Actions as recommended. Trustee Ash seconded and the motion carried.

14. Mr. Brian Bode, Assoc. Provost for Financial & Administrative Services then presented the bills for payment. Trustee Townsend moved to approve the bills for payment as presented. Trustee Daniels seconded and the motion carried.
15. Assoc. Provost Bode briefly explained the Financial Report and presented it for approval. Following discussion Trustee Townsend moved to approve the Financial Report as presented. Trustee Daniels seconded and the motion carried.
16. Assoc. Provost Bode presented the following financial recommendations for approval:
- Approval of payment of \$274,217.19 to Commerce Bank for Visa credit card purchases for May 2009 (Various Funds)
 - Approval of payment of \$20,284.05 to Condensed Curriculum International for salaries, supplies, and curriculum for Spring 09 Phlebotomy and Pharmacy Technician courses (Community Services Fund)
 - Approval of payment of \$12,000.00 to the Kansas City Area Development Council for annual Business Development Investment and Membership for 2009-10 for Workforce Development (Association Dues Fund)
 - Approval to purchase a Quad Core Intel Xeon Processor streaming server from Dell Computers, Inc. for Online Education Services for \$11,951.94 (State of Kansas Contract) (Internet Course Fees Fund)
 - Approval to purchase an F-FC Disk Array Enclosure storage area network for streaming media from Dell Computers, Inc. for Online Education Services for \$30,449.45 (State of Kansas Contract) (Internet Course Fees Fund)
 - Approval to purchase office furniture from Staples Advantage for the Regional Prevention Center for \$11,312.94 (NJPA Contract Pricing) (Central Kansas Foundation Grant Fund)
 - Approval to renew employee health insurance with Aetna for a 10% premium increase for 2009-10
 - Approval to accept the low bid of \$11,182.24 from Crystal Clean, Inc., Kansas City, Kansas for disposal of Science department chemicals (General Fund)
- 2 Bids:
- | | |
|---------------|-------------|
| Crystal Clean | \$11,182.24 |
| Safety-Kleen | \$13,470.00 |
- Approval to purchase 10 Optiplex 755 desktop computers from Dell Computers, Inc. for Information Services for \$12,092.20. (State of Kansas Contract) (Capital Outlay Fund)
 - Approval to accept the low bid of \$46,093 for 3 Ford Fusion(S) sedans from Danny Zeck Ford. (Capital Outlay Fund)
- Following discussion Trustee Daniels moved to approve the Financial Recommendations as presented. Trustee Townsend seconded and the motion carried.

17. Under the Finance Committee Report, Trustee Daniels reported that the Finance Committee had approved the financial recommendations that were just approved. Mr. Bode also noted that the committee was reviewing the impact of usage of health insurance on the rates charged. Trustee Daniels stated that the committee had approved the operating budget of \$40,100,000.00 for expenditures as the figure to be used in the preparation on the complete

budget to be voted on for publication in July. Trustee Daniels moved to approve this amount. Trustee Townsend seconded and the motion carried.

18. Trustee Daniels continued under the Finance Committee Report that the committee will be bringing more information back to the board regarding the Financial Report format with a preliminary review in July.
19. Trustee Ash reported for the Facility Committee and stated that the Board was in agreement regarding the college's Master Plan for Site Development. Trustee Ash moved to approve the Master Plan for Site Development. Trustee Daniels seconded and the motion carried.
20. Under the Policy Committee Report, Trustee Hernandez distributed the written report of the Policy Committee. Provost Ardebili requested clarification of the purpose in policy wording regarding "sustainability". Because this needed to be discussed the chairman decided that this should be brought back for discussion at the July Board meeting for review.
21. Dr. Burke and Chairman Rios presented a plaque to Karen Hernandez in appreciation for service for her four years on the KCKCC Board of Trustees.
22. Trustee Daniels moved to enter executive session for the purpose of discussing faculty negotiations, possible acquisition of real estate, matters subject to attorney-client privilege and personnel matters subject to attorney-client privilege for a period of 30 minutes with no action to follow. The chairman allowed five minutes to clear the room and noted that the executive session would convene at 10:45 a.m. Trustee Townsend left the meeting at 10:40 a.m.
23. The Board reconvened in regular session at 11:20 a.m. The Chairman recessed the meeting until 11:30 a.m. at which time the board will share lunch with the College Senate in Lower Level Jewell Rooms 2325 & 2326 with a conversation meeting immediately following the lunch.
24. At 11:30 a.m. the Board and College Senate met for lunch until 12:00 noon at which time the regular session reconvened and a dialogue began between the Board, student, faculty, administration, and staff representatives of the College Senate. Some of the topics discussed were: student views of KCKCC, more participation in and support of athletic events in the college community and student body, communication challenges within the college, information dissemination regarding implementation of procedures and systems, and true implementation of shared leadership. It was concluded by members of the Board of Trustees that there would be reports from college senate and other groups to the Board at which time more dialogue could occur. Trustee Daniels moved to adjourn the meeting. Trustee Townsend seconded and the motion carried.

The meeting adjourned at 1:02 p.m.

ATTEST: _____ Chairman

_____ Secretary