

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

September 9, 2008

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 Chairman J.D. Rios. 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. Dr. Thomas Burke, President, noted the following amendments to the Agenda:

Addition(s):

VIII. Personnel

A. Personnel Information:

2. Rescission of employment of Maribeth Gardner as EMT Lab Assistant effective August 11, 2008
3. Resignation of Diane Staab as part time Circulation Clerk effective September 25, 2008
4. Resignation of Brian Patrick as Coordinator of K-12 Initiatives in the Continuing Education & Community Services Division effective September 9, 2008
5. Resignation of Philip Samudio as On-Track Instructor in the Continuing Education & Community Services Division effective August 1, 2008

B. Personnel Recommendations:

33. Approval to employ Edwin Monestel as part time Cabinet Making Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
34. Approval to employ LaTisha M. Wheeler as Bookkeeper in the Business office effective September 2, 2008 at the annual salary of \$25,665.00
35. Approval to employ Mark E. Ruthenberg as Network Specialist in the Information Services Division effective September 3, 2008 at the annual salary of \$37,281.00
36. Approval of change in status of employment for William McGivern from part time to full time Maintenance/Delivery Worker in the Buildings & Grounds Dept. effective September 2, 2008 at the annual salary of \$25,738.00
37. Approval to employ Deborah L. Miller as Adjunct Nursing Instructor in the Nursing Division effective August 18, 2008 at the rate of \$715.00 per credit hour.
38. Approval to employ Lisa R. Dale as part time Health Occupations Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
39. Approval of early retirement of Dr. Morteza Ardebili as Provost effective January 1, 2009

IX. Finance

C. Recommendations:

8. Approval of payment of \$19,380 to Lower Agency for International Student Insurance Premium for 38 students during Fall 2008 semester (International Student Insurance Fee Account)
9. Approval of payment of \$40,487.00 to KCKCC Bookstore for a Microsoft Campus Agreement licenses (General Fund)
10. Approval to purchase 13 Baystack Routing Switches from “Get It New” for \$33,800.00 for Owner Provided Equipment to the Fire and Security Alarm System project (State of KS Bond Loan funds)

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

2. Trustee Townsend moved to approve the minutes of the August 12, 2008 Board of Trustees meeting as presented. Trustee Hernandez seconded and the motion carried.
3. Trustee Townsend moved to approve the minutes of the Special Board of Trustees meeting on August 15, 2008 as presented. Trustee Daniels seconded and the motion carried.
4. Trustee Daniels moved to approve the minutes of the Special Board Meeting/Retreat on August 22 & 23, 2008 as presented. Trustee Townsend seconded and the motion carried.
5. Under Patrons & Petitioners the following persons addressed the Board regarding the listed reason:

Mr. Jack Younghans, retired President of the United Auto Workers Union – Concern about the accepted bid from Cornell Roofing being changed to accept a \$10,000 higher bid from American Roofing

Ms. Joyce Beech from Cornell Roofing & Sheet Metal Company, 901 S. Northern Blvd., Independence, MO – reviewed the scope of the bid submitted to explain any confusion of this bid from their company and the fact that it is still lowest

Donna Birch, Finance Secretary of the UAW Local 31 & President of Tri County Labor Council – inquired as to why the accepted bid from a union company of Cornell Roofing having skilled labor and benefits would be reversed to accept a bid from a non-union company having a bid \$9,000 higher than Cornell roofing

Mary McNamara, Owner of Cornell Roofing – Ms. McNamara noted the history of the company and its 82 years of experience and high standards of work, safety, training of its employees, and environmental impact awareness.

Kevin King – Organizer of the Roofers Local 20 Union – Mr. King noted the impact of the accepted bid from American Roofing in terms of them not being a signatory roofing company, multiple safety violations in the last five years, lack of training, opposed to the Cornell Roofing & Sheet Metal Company whose employees are OSHA certified, have no safety violations, provide benefits for their

employees, along with continual training and apprenticeship programs.

Trustee Ellison addressed the Board as the member making the motion to accept the bid from American Roofing at the last meeting. He stated that in light of the information brought forward at this meeting, he felt that his decisions were based on incomplete information given at last month's meeting regarding the bids from these companies. Because action had been initiated on the accepted bid, he was not sure what action needed to be taken and that the procedures needed to be reviewed and possibly reworked to avoid this situation in the future. Trustee Daniels agreed with Trustee Ellison and stated that this issue had been brought up in the Finance & Audit Committee meeting and they would be working on the procedures for bids. He also said, however, that because the contracts had been let and established, they should be executed as approved at last month's meeting. Ms. McNamara asked about the letter that Cornell Roofing should have received informing them that their bid was not the final bid accepted. Dean Bode said he would provide her with a copy of that letter. Mr. Younghans re-addressed the Board as a point of order that he thought the situation should be rectified instead of going forward with the contracts. No legal opinion could be offered by the attorney. Chairman Rios apologized for his absence at the last meeting when this was decided but the only thing that could be done had been done in their presentations and the committee's commitment to review of the procedures.

Lonnie Scott, on behalf of Leuvano Hart Construction – Mr. Scott addressed the fact the recommendation on this month's agenda to accept the bid from KC Mechanical which was a higher bid than Leuvano Hart for the HVAC work to be done for chillers. He asked that the college reconsider supporting a minority business when their quality of work is high and bid is the lowest.

Hector Leuvano, of Leuvano Hart Construction – Mr. Leuvano stated that he was not mad but very disappointed in the bidding process because he felt that the bid was won "fair and square" and he should not have to readdress the consideration of his bid. He spoke about his company's experience, this bid process with suggested changes for the future, and projects they have done.

Having no other patrons & petitioners wishing to address the board, the Chairman invited the interested parties to stay if they wished, until the action was taken on their items of interest.

6. The Chairman called for communications. There were none.
7. The next item was the President's Report. Dr. Burke introduced the presentation on TEAM to be made by Scott Anglemeyer of the Workforce Investment Board, and Cindy Cash, President of the KCK Chamber of Commerce. Ms. Cash defined TEAM as Total Employee Asset Management and introduced the other members of TEAM. Following the presentation the presenters hosted questions and discussion. The Board thanked them for the presentation and their work.

8. Dr. Burke reported on the recent meeting of the KACCT and Council of Presidents in Wichita on Sep. 5th & 6th. One of the things accomplished was to convince the KACCT Board by unanimous vote to list on its legislative agenda to have the statute ruling that community colleges cannot own property outside of its taxing county stricken from the statutes, and to allow community colleges to own property within its service area.
9. Dr. Burke noted that he still had not heard anything from the HLC Team on their focus visit but would send that out to each of the Board members as soon as it was received.
10. Dr. Burke reported on the tracking report that Emporia State University uses to inform Kansas Community Colleges how their transfer students are performing at ESU. From the report Dr. Burke noted that of the 118 transfer students from KCKCC the GPA average was 3.29 compared to 2.89 of all ESU undergraduates and 3.05 for all community college transfer students. He stated that the average cumulative GPA of KCKCC transfer students was 3.21 compared to 3.02 for all Emporia State undergraduate students and 3.11 for all community college transfer students. He brought up this tracking report in a recent meeting with some KU representatives as something they could possibly do to better serve our students.
11. Under the Provost's Report, Dr. Ardebili presented the following policy recommended by the Board Policy Committee for official first reading:

Policy: 1.02a

Pet Policy

Animals kept for pleasure or companionship, are not permitted inside Kansas City Kansas Community College buildings or on sports fields/complexes. However, "Service Animals" as defined under Kansas law and the Americans with Disabilities Act are permitted on college grounds. Students using Service Animals should contact the Academic Resource Center. Employees using Service Animals should contact Human Resources. Requests for exceptions to this policy must be submitted, in writing, to the Provost or the College President.

The policy was accepted for first reading.

12. Dr. Ardebili introduced Dean Lori Trumbo to give a brief presentation regarding the Workforce Development Grants from the Department of Education and Department of Labor. Following questions and answers regarding the subject, the Chairman thanked Dean Trumbo for her presentation.
13. Trustee Daniels congratulated the administrators and staff from both the college and technical education center on the school year getting off to a good start in the process of the merger.

14. Dean Leota Marks presented the following personnel information items:
- Rescission of change in status of employment for Sangki Min from Director for the Center for Research & Community Development to Dean of Institutional Services effective July 1, 2008
 - Rescission of employment of Maribeth Gardner as EMT Lab Assistant effective August 11, 2008
 - Resignation of Diane Staab as part time Circulation Clerk effective September 25, 2008
 - Resignation of Brian Patrick as Coordinator of K-12 Initiatives in the Continuing Education & Community Services Division effective September 9, 2008
 - Resignation of Philip Samudio as On-Track Instructor in the Continuing Education & Community Services Division effective August 1, 2008
15. Dean Leota Marks presented the following personnel recommendation items for approval:
- Approval to employ Shannon R. DiMaggio as Admissions & Records Technical Asst. in the Admissions Office effective August 18, 2008 at the annual salary of \$23,297.00
 - Approval to employ Dona L. O’Keefe as Cosmetology Instructor in the Tech. Ed. Center effective August 11, 2008 at the annual salary of \$36,092.47
 - Approval to employ Susan K. Klamm as Continuing Education Secretary in the Tech. Ed. Center effective August 25, 2008 at the annual salary of \$23,297.00
 - Approval to employ Grant E. Von Lunen as Welding Instructor in the Tech. Ed. Center effective August 25, 2008 at the annual salary of \$36,092.47
 - Approval to employ Patricia A. Verbeck as Health Occupations Secretary in the Tech. Ed. Center effective August 25, 2008 at the annual salary of \$23,297.00
 - Approval to employ Michelle M. Septer as Nursing Instructor in the Nursing & Allied Health Division effective August 20, 2008 at the annual salary of \$37,092.47
 - Approval to employ the following Adjunct Instructors effective August 18, 2008 at the rate of \$715.00 per credit hour:

Dr. Janet L. Fetterman	Music
Thomas J. Grady	Psychology
Yvonne R. Hampton	Economics
Kristy M. Mader	Strategies
Amy L. Pike	Psychology
Keith M. Young	Psychology
Nancy K. Thomas	Psychology
Mary C. Leduc	Psychology
Allison S. Hartnett	Physics
Heather L. Hascall	English
Cecil D. Christwell	Math
Carlye C. Banks	Biology
Daniel R. Cramer	English
Susan L. Wilcox	ESL
Richard W. Johnson	Music
Polly Plain	Art
Erin V. Jackson-Legriss	Music
Susan E. Washburn	Math
Kristie R. Huff	Nursing

Kelvin K. Wilkerson	Business
Jonathon C. Taylor	Math
Kairy Koshoeva	Music
Brian Longfellow	English
Asefew Indrias	Accounting
Ron A. Harvey	Business

- Approval to employ Kristina R. Juarez as part time Adult ESL Instructor in the Continuing Education Division effective August 12, 2008 at the hourly rate of \$18.00
- Approval to employ Crystal Sutton-Johnson as part time Computer Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
- Approval to employ Kenneth A. Wood as part time Landscaping Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
- Approval to employ Earl A. Nissen as part time Spanish Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
- Approval to employ Gary G. Malec as part time Upholstering Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
- Approval to employ Dewey A. Brumfield as On-Track Instructor in the Continuing Education Division effective September 2, 2008 at the hourly rate of \$18.00 (21 hrs./wk)
- Approval to employ the following part time Instructors for Continuing Education non-credit classes:

Jim Hathaway	Defensive Driving	8/15/08	\$100.00
Jim Hathaway	Defensive Driving	8/18/08	\$100.00
- Approval to employ Joseph E. Heininger as MICT Lab Assistant in the Allied Health Division effective August 18, 2008 at the hourly rate of \$12.00
- Approval to employ Brandon P. Simpson as MICT Lab Assistant in the Allied Health Division effective August 18, 2008 at the hourly rate of \$12.00
- Approval to employ Kyle W. Pipes as EMT Lab Assistant in the Allied Health Division effective August 18, 2008 at the hourly rate of \$10.00
- Approval to employ Eric H. Scruggs as EMT Lab Assistant in the Allied Health Division effective August 18, 2008 at the hourly rate of \$10.00
- Approval to employ Christopher R. Ohlstein as MICT Lab Assistant in the Allied Health Division effective August 18, 2008 at the hourly rate of \$12.00
- Approval to employ Cheri D. Ewing as part time Child Care Center Teacher effective August 25, 2008 at the hourly rate of \$10.05
- Approval to employ Arelys A. Lantigua as part time Custodian in the Buildings & Grounds Dept. effective August 23, 2008 at the hourly rate of \$10.30 (12 hrs./wk maximum)
- Approval to employ Stella K. Fenn as Substitute Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
- Approval to employ Danielle D. Spencer as part time CNA Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
- Approval to employ John N. Kessler as Building & Property Maintenance Instructor in the Tech. Ed. Center effective October 1, 2008 at the annual salary of \$27,255.00 for the period of 103 days (Oct. 1 – June 30, 2009)

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- Approval to employ the following Student Workers Under the Federal Work Study Program effective August 11, 2008 at the rate of \$6.60 per hour for new workers and \$7.00 for workers returning to the same areas:

Shelley Anderson	Honors
Jennifer Daniels	Child Care
Patricia Denk	Child Care
Marie Dettmer	Duplicating
Aubree Dorsey	Concessions
Katie Hale	Library
Sharmaine Jones	Wellness Center
Michael Koehn	ARC
Tonnesha Jefferson	Leav Center
Charita Lane	Biology Lab
Angeline McCarthy	Business Office
Jacquelyn McGuire	Leav Center
Monica McGlory	CEB
Jenny McIntyre	ARC
Corri Nance	Student Activities
Kizzie Njeru	Campus Nurse
Alana Roach	Library
Tisha Sheptock	Nursing
Jennifer Stephens	Title III
Stephanie Stewart	Ambassador
CaTia Temple	Media Services
Althea Wallace	Early Childhood Ed.
Jeneice Waters	Wellness
Katrina Watts	KCK project aide
Jill Young	Wellness

- Approval to employ the following Student Workers Under the College Funded Program effective August 11, 2008 at the rate of \$6.60 per hour for new workers, \$7.00 for workers returning to the same areas, and \$10.00 per hour for interns:

Makesi Andrews	Child Care Center
Zondranea Brown	Soc Sci Div
Stephanie Cartwright	I.T.I.S (intern)
Carlos Castillo	Library
Chris Daniel	Theatre
Clinton Davis	Media
Carlos Esparza	Intercultural Ctr
Kevin Euston	Audio Engineering
Valerie Ewing	ARC
Heather Franklin	Career Center
Ashleigh Gallio	Athletics
Jamie Garcia	Concessions
Heidi Gentry	Athletics
Miguel Gonzalez	I.T.I.S (intern)
Sarah Goode	Humanities

Libby Graham	Child Care
Sharon Guerra	Biology
Devon hale	Nursing
Loren Hein	I.T.I.S (untern)
Ashley Iwanski	Volleyball
Melisa Jack	Volleyball
Jong Jeon	I.T.I.S (intern)
Courtney Johnson	Wellness
Kyle Joyce	Campus Police
Elizabeth Kerr	Humanities
Gwon Kim	Art Dept
Bethany Kolman	Theatre
Alice Langley	Soc Sci
Robert Lasley	Student Activities
Staci Litz	Leav Ctr
Liliana Martinez	Soc Sci Div
Michael Morris	Campus Police
Ahmet Ozakinci	Media
Nusret Ozakinci	Music Dept
Ashley Papon	Journalism
Derin Polson	Athletics
David Reimers	Ambassador
Jarid Renzelman	Baseball
LisBeth Rosales	Volleyball
Fred Rucker	Library
Meglian Shuck	Journalism
Brett Spears	Wellness
Kelsea Thompson	Leav Ctr
Stephanie Wade	Music
Kaitlin Woolsey	Softball

- Approval of correction of status of employment for Irene Doll from hourly to full time Web Site & Graphics Support in the Tech. Ed. Center effective August 11, 2008 at the annual salary of \$34,643.84
- Approval of change in status of employment for Richard Jones from Custodian to General Laborer in the Buildings & Grounds Dept. effective August 25, 2008 at the annual salary of \$27,818.00
- Approval of change in status of employment for Erionne D. Lee from Student Worker to Administrative Assistant in the Humanities & Fine Arts Division effective August 11, 2008 at the annual salary of \$27,023.00
- Approval of change in status of employment for Jessie J. Johnson from Adjunct Instructor of Economics to full time Economics Instructor effective August 7, 2008 at the annual salary of \$46,183.77
- Approval of change in status for Jason Bolte from Adjunct Instructor of Music Technology to Temporary Interim Full Time Instructor of Music Technology for the Fall 2008 semester only in the Humanities & Fine Arts Division effective August 7, 2008 at the annual salary of \$23,091.89

- Approval of change in status of Roosevelt Hammond to include the additional duties of Lead Custodian of the Day Shift effective August 11, 2008 at the additional annual compensation of \$2,000.00
- Approval to employ Edwin Monestel as part time Cabinet Making Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
- Approval to employ LaTisha M. Wheeler as Bookkeeper in the Business office effective September 2, 2008 at the annual salary of \$25,665.00
- Approval to employ Mark E. Ruthenberg as Network Specialist in the Information Services Division effective September 3, 2008 at the annual salary of \$37,281.00
- Approval of change in status of employment for William McGivern from part time to full time Maintenance/Delivery Worker in the Buildings & Grounds Dept. effective September 2, 2008 at the annual salary of \$25,738.00
- Approval to employ Deborah L. Miller as Adjunct Nursing Instructor in the Nursing Division effective August 18, 2008 at the rate of \$715.00 per credit hour.
- Approval to employ Lisa R. Dale as part time Health Occupations Instructor in the Tech. Ed. Center effective August 11, 2008 at the hourly rate of \$20.72
- Approval of early retirement of Dr. Morteza Ardebili as Provost effective January 1, 2009

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

16. Dean Bode recommended payment of the bills as presented. Trustee Townsend moved to pay the bills as presented. Trustee Daniels seconded and the motion carried.
17. Dean Bode recommended that the Board approve the Finance Report as presented. Trustee Daniels moved to approve the Finance Report as presented. Trustee Townsend seconded and the motion carried.
18. Dean Bode recommended approval of the following Finance items:
 - Approval of payment of \$210,547.98 to Commerce Bank for Visa credit card purchases for July 2008 (Various Funds)
 - Approval of payment of \$35,000.00 to Tegrity for a 3-year renewal of a Tegrity Campus license for Information Services (General Fund)
 - Approval to purchase 20 Dell Optiplex 755 desktop computers for \$23,526.64 from Dell Computers for the Continuing Ed HEART Project (DOE Earmark Federal Fund)
 - Approval to purchase 6 Canon scanners, 6 Image Now seat licenses, 7 Capture Now licenses, and maintenance/support for \$28,278.00 from Perceptive Software for Fringe Benefits of Education (General Fund)
 - Approval to accept the bid from Ross's Catering not to exceed \$70,000 for furnishing meals to the Campus Child Care Center for 2008-09 (Child Care Center Funds)
- Approval to accept the bid of \$941,455 from KC Mechanical for adding and replacing HVAC chillers (Capital Outlay from Kansas Bond Loan Fund)

3 bids (including alternates):

Luevano Hart	\$938,455	Kansas City, Mo
KC Mechanical	\$941,455	Kansas City, KS
Central States	\$1,084,490	Kansas City, KS

(Our architects agree that KC Mechanical has the extensive chilled water system expertise required for this project and are therefore the best bid)

- Approval to purchase Crisp Books, Retail Readiness Assessment software, and certification vouchers for \$22,500.00 from the National Retail Foundation (DOE Earmarked Grant Funds)
- Approval of payment of \$19,380 to Lewer Agency for International Student Insurance Premium for 38 students during Fall 2008 semester (International Student Insurance Fee Account)
- Approval of payment of \$40,487.00 to KCKCC Bookstore for a Microsoft Campus Agreement licenses (General Fund)
- Approval to purchase 13 Baystack Routing Switches from “Get It New” for \$33,800.00 for Owner Provided Equipment to the Fire and Security Alarm System project (State of KS Bond Loan funds)

Discussion followed regarding the recommendation of KC Mechanical to do the HVAC work. Following discussion Trustee Daniels moved to approve the recommendation (#6) as follows:

6. Approval to accept the bid of \$941,455 from KC Mechanical for adding and replacing HVAC chillers (Capital Outlay from Kansas Bond Loan Fund)

3 bids (including alternates):

Luevano Hart	\$938,455	Kansas City, Mo
KC Mechanical	\$941,455	Kansas City, KS
Central States	\$1,084,490	Kansas City, KS

Trustee Townsend seconded and the chairman called for a roll call vote which resulted as follows:

Trustee Ash	Yes
Trustee Daniels	Yes
Trustee Ellison	No
Trustee Flunder	No
Trustee Hernandez	No
Trustee Rios	Yes
Trustee Townsend	Yes

The motion carried with 4 yes and 3 no votes.

19. Trustee Daniels moved to approve the remaining finance recommendations as presented (#’s 1-5 and 7-10). Trustee Townsend seconded and the motion carried.
20. Under Committee Reports Trustee Daniels made the recommendation to accept the budget timeline as presented from the committee. A vote was taken and the motion carried unanimously that the Board adopt the budget preparation timeline as presented from the Finance & Audit Committee. It was confirmed that the committee has placed the budget preparation timeline on the schedule for the year from Dr. Ardebili.

21. Trustee Daniels then referred to the “review of chair’s assigned tasks” which would include issues regarding the HLC and TEC when they receive the report from the HLC.
22. He then referred to the issue of a possible different report to the Board on the financials each month that the committee would be working on to be discussed with the full board in the near future.
23. Trustee Daniels referred to a letter to Karen Hernandez referencing the 403b retirement plans for which the management was changed in October 2007. At that time the Board discussed this change and decided to employ Security Financial Resources to manage the 403b retirement plans because of change in IRS rulings. Some of the companies that had been participating in the past plan decided not to participate under the plan that was put together by Security Financial Resources and in turn, adversely affected some employees that were already with the now non-participating companies. The committee does not recommend any change in the present 403b plan in place with Security Financial Resources.
24. The issue of the roofing contract has been reviewed by the committee and because the contracts have been executed they will remain in effect, and the bidding process will be reviewed and brought to the full board for future consideration.
25. It was decided that the Finance & Audit Committee will meet the first Tuesday of each month at noon. If there is no business to be discussed the meeting will be cancelled.. This concluded the report of the Finance & Audit Committee.
26. Trustee Hernandez reported for the Board Policy Committee and submitted for first reading the following revisions to the *Section II – Duties of the President* and *Section III – Duties of Specified Administrative Positions*:

KCKCC Recommended Policy Revisions

Section II-Duties of the President, page 12, Handbook of Policies and Procedures

The President shall be the Chief Executive Officer of the Board of Trustees in all matters pertaining to the conduct and management of the educational work of the College, all financial and business matters, maintenance, security and safety, and operation of the buildings, grounds and equipment. The President shall use discretion in determining which legal document/contracts he/she must personally sign and which can be delegated to others, but will maintain ultimate responsibility for those decisions.

Section III- Duties of Specified Administrative Positions, page 13, Handbook of Policies and Procedures

The Provost is the Chief Academic and the Chief Operating Officer of the College, reporting directly to the President. As the academic leader and key management officer in the office of the President, the Provost is responsible to the College President for all academic, academic support, institutional services, financial, and management operations

of the College. The Provost is also responsible for signing all legally binding documents pertaining to his/her responsibilities.

The policy revisions were accepted for first reading.

27. Trustee Ash reported for the Site Planning Committee that it had no report to give at present and was waiting on the contract with the architect to be finalized. That committee will then meet and advise the full board of this meeting time so that they could attend if they wished. Trustee Ellison requested that the full board have a chance for input since the site planning of new facilities is so closely related to the Strategic Plan.
28. Trustee Ash further reported on the meeting of the KACCT. He stated that the KACCT Director would be employed by December. That process will cost approximately \$35,000 that will be divided among the 19 community colleges of the state amounting to approximately \$1,842.00 per institution.
29. Trustee Ellison reported for the Workforce Development Committee and distributed a copy of his report of this meeting. Following this report, he distributed the Building Employment Services & Training (BEST) Program presentation. This is a plan in which the KCK School District and Kansas Black Chamber of Commerce would collaborate with the Total Employment Access Management under Workforce Partnership. Trustee Ellison has already asked that the review by the Executive Director of the Tech. Ed. Center and Dean of Business & Technology of the “Plan to Plan” be done by October and would carry on the discussion to see how quickly this program could be moved on. He also noted that he felt that a direct conversation from “administrator to administrator” was essential to thoroughly consider the institutional collaboration, and not only the KCK District project.
30. Trustee Townsend moved to enter executive session for the purpose of discussing the possible acquisition of real estate and 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 5 minutes to clear the room with executive session commencing at 11:45 a.m.
31. Executive session reconvened at 12: 15 p.m. at which time Trustee Townsend moved to accept the recommendation to allow staff to execute the lease of property located at 7359 State Ave., Kansas City, KS 66112 from Baceline West State Plaza for the amount of \$11.20 per sq. ft.
32. Trustee Townsend moved to reinstate the change in status of Dr. Sang Ki Min from Director of the Center for Research & Community Development to Dean of the Institutional Services Division effective September 15, 2008 at the annual salary of \$90,000.00. Trustee Ash seconded and the motion carried.

The meeting adjourned at 12:20 p.m.

ATTEST: _____ Chairman

_____ Secretary