

# KANSAS CITY KANSAS COMMUNITY COLLEGE

## Board of Trustees Meeting

April 20, 2010

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 Trustee Ray Daniels. Roll call indicated the following Trustees present: Donald Ash, Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, J.D. Rios, and Clyde Townsend. Wendell Maddox was absent due to travel.

1. Trustee Rios moved to approve the Agenda with the following amendments:

### Corrections:

#### **IX. Personnel**

##### A. Information:

3. **Retirement** of Patricia McNaughton as Nursing Instructor effective June 30, 2010 (**Not resignation**)
5. Resignation of Christopher Carroll as EMS **Lab** Instructor in the Allied Health Division eff. March 31, 2010

##### B. Recommendations:

3. Approval for early retirement for Barbara Schilling as **Assistant Dean of Tech. Ed. Center** effective June 30, 2010

### Additions:

#### **XIII. Miscellaneous Business**

(**wording added**) Enter executive session for the purpose of hearing a Level V Grievance **and possible litigation subject to attorney client privilege and to discuss matters of collective bargaining to protect the interest of the college.**

Trustee Townsend seconded and the motion carried.

2. The chairman noted the following correction to the minutes of the March 16, 2010 Board of Trustees meeting:

15. Trustee Rios moved to approve the personnel recommendations as presented. Trustee Townsend seconded. Trustee Daniels questioned the lack of wording ~~in items #'s 11 and 12 of the agenda concerning the rate of pay~~ **concerning the rate of pay for student workers in item #'s 11 and 12.** ~~and discussion followed.~~ **Discussion followed.** Legal counsel advised that the wording **of** item #'s 11 and 12 should include ~~wording referring~~ **reference** to the understood standard or guideline of practice. Trustee **Rios** moved to approve the amended motion to: Approval **of** the personnel recommendations as presented with the amendment to items 11 and 12 to include the statement "as provided in current student salary guidelines". Trustee Townsend seconded ~~the~~ **that** motion to approve the amendment to the original motion as stated. The motion to amend carried. Trustee Rios then asked that Dean Marks ~~to~~ **provide the schedules to the Board for payment to student** **of payment to student workers to the trustees.** The vote was taken on the original motion **as amended** to approve the personnel

recommendations. ~~and the motion carried.~~ **The motion carried.** The chairman thanked Dr. Courtney for her service as Dean of the Business & Continuing Education Division.

~~Strikethrough~~ denotes deleted wording. **Yellow** denotes added/corrected wording. Trustee Townsend moved to approve the minutes of the March 16, 2010 Board of Trustees meeting with the amendments as presented. Trustee Rios seconded and the motion carried.

3. Under the Patrons & Petitioners section, Ms. Karen Hernandez of 7910 Longwood, KC,KS 66109 reminded the Board about the upcoming Wyandotte County Ethnic Festival “2010 Human Family Reunion.” The next patron to address the Board was Charles Baptiste from Johnson County. He came as a citizen of Kansas asking for support of the Board for senate bill 54 which authorized a mural depicting Brown vs. Board of Education in the state capitol. He asked that everyone contact their elected state representative to vote in favor of the bill. Trustee Townsend asked Mr. Baptiste if he was aware of any “no” votes in Wyandotte County to which Mr. Baptiste responded that there were none. The board thanked Mr. Baptiste for speaking to them.
4. Dr. Burke briefly reported on the death of Clay “Bud” Roberts, Jr. and gave details of the visitation and funeral arrangements. He also mentioned the death of Kansas City Jazz Musician Theodore “Jazz” Wilson and the honoring of his life by Kansas City Jazz musicians playing at 2:00 p.m. on Tuesday, May 4, 2010, in the Intercultural Center.
5. There were no communications.
6. Under the President’s Report Dr. Burke reported on the following:
  - Employee recognition luncheon at the Conference Center on May 4<sup>th</sup> from 11 – 2
  - SIFE team under the direction of Allen Lenoir finished 2<sup>nd</sup> Runner Up in Rogers, Arkansas competition
  - April 16<sup>th</sup> Revenue Estimate Day in the Legislature (Ways & Means, and House Appropriations committee meetings this week)
  - Results of the Economic Group Survey showed that more job loss was created by budget cuts than by raising taxes
  - KCKCC Recognition Dinner on May 7<sup>th</sup> at 6:00 p.m. at the Lake Quivera Country Club
  - USD 500 Board of Education’s approval of installing the Windmill for courses on alternative energy generation
  - Consideration of the Board Retreat date to review the Listening Project results. There was brief discussion and the consensus was that the retreat takes place on the afternoon of May 18<sup>th</sup> on the same day as the monthly board meeting.
7. The next report was from the Associate Provost for Academic Services, Dr. Tamara Agha-Jaffar. Dr. Agha-Jaffar introduced Debate Coach, Darren Elliot, who in turn introduced the members of the debate team responsible for the 7<sup>th</sup> National Community College Debate Championship. Those students spoke briefly about their areas and the Board congratulated them and their coach on their success.

8. Dr. Agha-Jaffar introduced Dr. Sue Courtney who in turn introduced Joyce Griffin and some of the students to talk about the Volunteer Income Tax Assistance (VITA) program. Ms. Griffin gave a summary of the program, its students, and its success this year. The Board thanked Dr. Courtney and Joyce Griffin for their work with the program.
9. Dr. Agha-Jaffar introduced Dr. Charles Wilson to introduce Deb Taylor and Todd Gordon to give an update on KSU Pathway to Public Health Grant. Following that update, Dr. Hasan Naima presented the TEC Faculty and student awards.
10. Dr. Hasan Naima introduced the instructors to further recognize Technical Education Center programs and their success in recent competition. There were presentations from each of the programs. Programs and students that were recognized were precision machining, culinary arts, collision repair, major appliances technician, welding, and automotive technician. The board applauded their success.
11. Dr. Agha-Jaffar then reported on the following items:
  - KCKCC Art Department Exhibit in display at West Wyandotte Library from May 1-May 30. Opening ceremony is Sunday, May 2, from 2:00-4:00.
  - Saturday Math and Science Academy held its closing ceremony on Saturday from 10:00-12:00. 120 inner city students presented their sustainability projects. For 14 Saturdays from 9:00-3:00, the students did hands-on projects with solar panels, insulation, windmills, and electricity. They also made a scale model of a green building/project.
  - Saturday Academy is a partnership between KCKCC, KU Med. Center, and Health Careers Pathways programs that serve KCKS Public Schools.
  - Dr. Ian Corbett, coordinator of Audio Engineering/Music Technology programs took 10 students to the Audio Engineering Society Student Summit at Webster University, St Louis, March 26-28. KCKCC was Webster's Academic Partner for the event, supplying students to help out with logistics. (Distribute copy of program to BOT.)
  - The jazz band, under the direction of Jim Mair, received #1 rating at Pittsburg State Jazz Festival for the 11<sup>th</sup> consecutive year. The jazz band has received an invitation to perform at the Puerto Vallarta Jazz Festival in Mexico next February. Only 20 groups are selected each year, and KCKCC is the first community college to be invited.
  - Kansas City Jazz Summit 2011, April 28, 29, 30.
  - Dr. Ramos Reyes had his paper on the philosophical foundations of Paraguayan independence accepted and was invited to participate in the Bi-Centennial Celebration of Latin American Independence in Seville, Spain, next year.
  - SIFE students placed 2<sup>nd</sup> runner up at the SIFE USA Regional competition held in Rogers, Arkansas
  - Perkins on-site visit this Friday, Monday, and Tuesday
  - TEC Merger report due to HLC on May 31
  - Performance Agreement meeting in KBOR on May 19.

The Board thanked Dr. Agha-Jaffar for the report

12. The next report was from Brian Bode, Associate Provost for Finance & Administrative Svcs. Mr. Bode introduced Staff Sergeant John Ryjfohgel, KCKCC Campus Police Officer who has been deployed to Egypt in recent months and wanted to thank the college for the help and assistance given to his family in his absence. The Board thanked him for his service to our country.
13. Dean Bode reported on the following :
  - Upcoming events:
    - GED Graduation, 6:00 p.m., Tues., May 25<sup>th</sup> @ Field House
    - Nurses Pinning Ceremony, 8:00 p.m., Tues., May 25<sup>th</sup>, Field House
    - Graduation Breakfast, 9:00 a.m., Wed., May 26<sup>th</sup>, Lower Jewell Bldg.
    - Commencement, 8:00 p.m., Wed., May 26<sup>th</sup>, Field House
  - Increased expenses for sign language interpreters
  - Over 2,000 FAFSA applications already for Fall 2010
  - July 1, 2010 Family Loan program now Direct Loan program
  - Institutional Research conducting Campus Surveys at present
  - April 25<sup>th</sup> WYCO Ethnic Festival at the Field House
  - Results of exit exams can be expected in June 2010
  - Information Services – Datatel change to allow for tracking of students
  - Child to Work Day on Thursday, April 22<sup>nd</sup>
  - Employee Appreciation Lunch, Conference Ctr. at 11:00 am on May 4<sup>th</sup>
  - Employee Recognition Dinner, Lake Quivera Country Club, May 7<sup>th</sup> @ 6:30 p.m.
  - Blood Drive, April 21<sup>st</sup> 8:30-3:00 p.m. room 2325
  - Workplace 2010 Job Fair, April 21<sup>st</sup>, 10:00 a.m. – 3:00 p.m., Field House
  - Buildings & Grounds busy with projects during Spring Break
14. Dean Leota Marks presented the following Personnel Information items:
  - Retirement of Carolyn Riedel as Bookkeeper in the Tech. Ed. Center effective April 30, 2010
  - Retirement of Charles Cofield Sr. as Supervisor of Custodian Svcs. in the Bldgs. & Grounds Dept. effective October 1, 2010
  - Retirement of Patricia McNaughton as Nursing Instructor effective June 30, 2010
  - Resignation of Vanesa Salgado as Part Time Secretary in the Counseling Office effective April 1, 2010
  - Resignation of Christopher Carroll as EMS Lab Instructor in the Allied Health Division effective March 31, 2010
  - Resignation of Frankie Davis as Asst. Director of Nursing Retention Specialist in the Nursing & Allied Health Division effective March 19, 2010 (Still employed as Adjunct Instructor)
15. Dean Marks presented the following Personnel Recommendations for approval:

- Approval of correction of effective date of employment for Deirdre N. Pittman to February 16<sup>th</sup> (**instead of February 22**)
- Approval of early retirement for Dr. Steve Collins as Professor of Sociology effective June 30, 2010
- Approval of early retirement for Barbara Schilling as Assistant Dean of Tech. Ed. Center effective June 30, 2010
- Approval of early retirement for Linda Kisker as Nursing Professor effective July 1, 2010
- Approval of early retirement for Yvonne Darr as Nursing Instructor effective July 1, 2010
- Approval of early retirement for Charles Greenfield as Drafting Coordinator, Professor effective July 1, 2010
- Approval of early retirement for Jim Lahman as Director of Purchasing & Risk Management effective August 1, 2010
- Approval of early retirement for Michael R. Wilson as Professor/Coordinator for Fire Science & Hazardous Materials Program effective June 30, 2010
- Approval of early retirement for Larry Seal as Director of Buildings & Grounds Department effective August 1, 2010
- Approval to employ Veronica J. Shipley as Technical Assistant in the Financial Aid Office effective April 12, 2010 at the annual salary of \$23,297.00
- Approval to employ Karin F. Taylor as Computer Programmer Analyst II in the Information Services Dept. effective March 22, 2010 at the annual salary of \$39,766.00
- Approval to employ Jelena H. Ozegovic as Psychology Instructor in the Social Sciences effective August 11, 2010 at the annual salary of \$50,567.00
- Approval to employ Mellisa M. Allen as Part Time Technical Assistant at the Leavenworth Center effective March 24, 2010 at the hourly rate of \$10.05
- Approval to employ Thomas M. Bigelow as PT Lab Assistant in the Construction Technology Program at the Tech. Ed. Center effective April 5, 2010 at the hourly rate of \$20.72
- Approval to employ Michael S. Dubin as PT Lab Assistant in the Major Appliances Technology Program at the Tech. Ed. Center effective April 12, 2010 at the hourly rate of \$20.72
- Approval to employ Cherilyn M. Bowers as PT Lifeguard in the Wellness & Fitness Center in the Allied Health Division effective April 19, 2010 at the hourly rate of \$10.05
- Approval to employ the following part time Instructors for Continuing Education non-credit classes:

Sue Marler	Email & Word – Club 45	\$120.00
Kenneth Kraushaar	Basic Nature & Wildlife Photography	\$105.00
Joyce McMahan	Ergonomics 101 for Occup. Therapists	\$450.00
Charlotte Batrez	Style Interpretation	

	in Floral Design	\$200.00
Shelle Dietrick-Werner	Evidence Based Practices School Based Occup. Therapy Svcs.	\$240.00
Maya Zahira School	Beginning Belly Dance	\$210.00
Maya Zahira School	Belly Dance Conditioning Workout	\$350.00

Trustee Rios moved to approve the Personnel Recommendations as presented. Trustee Townsend seconded and the motion carried.

16. Mr. Brian Bode, Assoc. Provost for Finance & Administrative Svcs., requested approval to pay the bills as presented. Trustee Townsend moved to pay the bills as presented. Trustee Rios seconded and the motion carried.
17. Mr. Bode presented the Finance Report for acceptance. Trustee Rios moved to accept the Finance Report as presented. Trustee Townsend seconded the motion. Trustee Rios explained some items on the Finance Report, as a member of the Finance Committee. The vote was taken and the motion carried.
18. Mr. Bode presented the financial recommendations items X C. 1-8 for approval as follows:
  - Approval of payment of \$257,765.63 to Commerce Bank for Visa credit card purchases for March 2010. (Various Funds)
  - Approval of payment of \$14,144.50 to WSKF Architects for architectural services including schematic design, design development, construction documents, and expenses for Police Academy Project #0010008. (Capital Outlay Fund)
  - Approval to enter into a contract with ICC Thermal Mapping & Surveying for \$14,601.34 for the second Infrared2K Moisture Survey of the roofs of all KCKCC buildings. (Capital Outlay Fund)
  - Approval of payment of \$50,875.00 to Boston Reed College for salaries, textbooks, lab supplies, materials, curriculum, and externship coordination for Phlebotomy Technician courses for Spring 2010. (Community Services Fund)
  - Approval of payment of \$35,070.95 to Condensed Curriculum International for salaries, textbooks, lab supplies, materials, and curriculum for Medical Billing & Coding and Pharmacy Technician courses for Spring 2010. (Community Services Fund)
  - Approval to accept the bid from O'Donnell-Way for the Remote Parking Lot Improvement Project. (Capital Outlay Fund)

<u>6 Bids:</u>	<u>Base Bid</u>	<u>Unit (Sq Yd)</u>	<u>Alt 1,2,3,4</u>	<u>Total</u>
O'Donnell-Way	\$304,818	\$20.72	\$68,793	\$373,611
Seal-O-Matic	\$358,235	\$26.77	\$25,399	\$383,634
Tenoch	\$339,670	\$21.52	\$68,783	\$408,453
Blacktop	\$389,500	\$24.80	\$68,500	\$458,000
Hanrahan	\$526,343	\$25.30	\$61,030	\$587,373
Harbour	(Not a Valid Bid)			

- Recommend tuition for the 2010/2011 academic year be increased by \$9.00 per credit hour to \$58.00 per credit hour. Further recommend that per hour student fees be increased from \$10.00 to \$13.00. Tuition at KCKCC has not been increased in 6 years. These increases (to a total of \$71.00 per hour) will keep KCKCC at \$16 per hour less expensive than Johnson County and \$11 less expensive than Butler County, the 2 largest KS community colleges. The increased student fee will be used to fund technology needs of the campus (broadband, lab computers, etc) and for administrative fees (transcripts and graduation costs in excess of the \$15 graduation fee).
- Recommend approval to change the location of the new Police Academy from the 65<sup>th</sup> Street property to the main campus, in the area where the YMCA once stood. The estimate for renovation of the storefront at 65<sup>th</sup> Street is \$1.185M, mostly due to the extensive changes to the water utilities and the removal of the building foundation on the east end. The estimate for building a new building on campus is \$1.442M. For an estimated \$257,000 extra, the KCKPD get an entirely new building, the College gets a new road connection to State Avenue, and the 65<sup>th</sup> Street property remains a viable option if, and when, we expand the number of programs at the TEC. Current programs will fill about 90% of the space, minus the location for Police Academy. Any future growth will fill this space and, very probably, overflow the location. Moving the Police Academy to main campus greatly reduces the likelihood of outgrowing the 65<sup>th</sup> Street location, and leaves a building foundation standing and ready if future construction is needed.

Trustee Rios moved to approve the financial recommendation X C 7 of the agenda with the following change recommended by the Finance Committee:

7. Recommend tuition for the 2010/2011 academic year be increased by **\$4.00** (Instead of \$9.00 per credit hour) to **\$53.00** per credit hour. Further recommend that per hour student fees be increased from \$10.00 to \$13.00 for a increased tuition and fees total cost of \$66.00 per credit hr (**\$7.00 total increase**) . . .

Trustee Townsend seconded the change to #7 of the financial recommendations. The motion carried to change the wording of #7 as recommended by the finance committee.

19. Trustee Rios and Trustee Ash gave explanation on behalf of the finance and site planning committees of recommendation regarding the location of the Police Academy. Trustee Townsend moved to approve financial recommendations X C 1-8 with the amendment to #7. Trustee Rios seconded and the motion carried.
20. Under committee reports, Trustee Breidenthal reported on the TEC Advisory Board meeting. Trustee Daniels noted that the policy committee should have policy recommendations at the next board meeting coming from Human Resources.
21. Chairman Daniels recommended moving the May 18th Board meeting to 8:30 a.m. instead of 9:00 due to presentations being made to the Board. Following discussion Trustee Rios moved to hold the special meeting/retreat regarding the Community Listening Project

following the conclusion of the regular board meeting on May 18<sup>th</sup> in the Board Room. Trustee Townsend seconded and the motion carried.

22. Under Miscellaneous Business, Trustee Breidenthal moved to enter executive session for the purpose of hearing a Level V Grievance and possible litigation subject to attorney client privilege and to discuss collective bargaining to protect the interest of the college, for a period of 45 minutes with possible action to follow. Trustee Townsend seconded and the motion carried. The chairman allowed seven minutes to clear the room to start executive session at 11:30 a.m.

23. The board entered executive session at 11:30 a.m.

24. The Board reconvened in regular session at 12:15 p.m. at which time Trustee Townsend moved to adjourn the meeting. Trustee Ash seconded and the motion carried.

The meeting adjourned at 12:15 p.m.

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

\_\_\_\_\_ Secretary