

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

May 18, 2010

The regular monthly meeting of the Board of Trustees was called to order at 8:30 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, Wendell Maddox, J.D. Rios, and Clyde Townsend.

1. Following the attendance roll call, Trustee Rios moved to approve the agenda with the following amendments as presented:

Addition(s):

X. Finance

C. Recommendations:

12. Approval of payment of \$22,050.00 to Plato Learning, Inc. for annual renewal of Academic Systems Algebra license fees for EMS (General Fund-Course Fees)

Trustee Townsend seconded the motion and the motion carried.

2. Trustee Townsend moved to approve the minutes of the April 20th Board of Trustees meeting. Trustee Ash seconded. Trustee Maddox noted a typo of repeated words in #1 Additions - XIII "subject to." The correction was noted and will be corrected in official copies. The vote was taken and the April 2010 minutes were approved with correction.
3. There were no Patrons & Petitioners wishing to address the Board at this time.
4. There were no communications to the Board at this time.
5. Dr. Burke reported on the following under the President's Report:
 - A recent award presented to Trustee Wendell Maddox at the Breakfast of Champions in Washington, D.C. in April for his work with the "All Accounted For" after school program
 - KCKCC recognized as a role model for diversity by Minority Access, Inc.
 - Current Legislative session and funding for community colleges remaining at 13% less than appropriated for FY 2009, and Community Colleges merged with Technical Schools not happy with their portion of the \$31 million being \$12.2 million and \$18.8 million going to Technical Education
 - KCKCC Debate Team was honored in the Governor's Office in light of their recent seventh consecutive National Phi Rho Pi Championship win
6. Dr. Tamara Agha-Jaffar, Acting Assoc. Provost for Academic Services, introduced Adjunct Instructor Tasha Haas to give a presentation on the newly published Literary Journal which

grew out of the Creative Writing contest sponsored by the Humanities Division in the last few years. Dr. Agha-Jaffar then introduced Jazz Director, Jim Mair who introduced the members of the Jazz Band (that could be present at the meeting) and announced that they had received a #1 rating for the 11th consecutive year at the Pittsburg Jazz Festival, and also received 26 citations for outstanding soloists and musicianship. The Jazz Band was also invited to participate in the Puerto Vallarta Jazz Festival in 2011. They are the first Community College to be invited to this festival which is based on reputation. Mr. Mair spoke briefly about the upcoming Jazz Camp and the Kansas City High School All-star Jazz Band.

7. Dr. Agha-Jaffar then gave her report on the following:
 - Perkins Grant Visit on April 22, 23 & 26 went very well
 - HLC Report on the Tech Ed. merger was sent out on May 17
 - Kansas Board of Regents Performance Agreements Review
 - Her upcoming attendance of the KCIA (Kansas Chief Instructional Administrators) meeting/retreat on June 3 & 4

8. Mr. Brian Bode, Acting Assoc. Provost for Finance & Administrative Services reported on the following:
 - Dr. Ben Hayes' authorship of a chapter in *A Guide to Faculty Development* by Kay Gillespie and Doug Robertson, which is a review of the program run at a symposium of Faculty & Staff Development last semester
 - 63 students to participate in Summer Hire program
 - Enrollment Management Division reports 557 degree graduates, 270 certificate graduates for a total of 827 graduation candidates
 - Make up exit exams being conducted
 - Comprehensive study being done on the developmental math programs
 - Proxy Site in the Library on KCKCC campus where students from off campus can come to take tests under official proxy (43 in April)
 - Document being made to explore issues in the new computing systems to streamline efficiency in each area
 - AARP Tax service on campus served 297 customers
 - Dr. Reggie Robinson is speaking at graduation
 - Golf team qualified for the national tournament which they are participating in at this time
 - Campus Nurse conducted hearing & vision tests and oral health screening at the Child Care Center.
 - Campus Nurse administered 272 H1N1 vaccinations and was commended by the Public Health Administration for that
 - New student organization formed a chapter of the Ralph Bunch Society in May to encourage Black students to be involved in community and college projects and foster their growth
 - Congratulations to Camille Shorts, a teacher at the Campus Child Care Center, received her Bachelor of Science Degree from Donnelly College

- The KCKCC Job Fair was successful with 48 companies having actual openings in attendance
- KCKCC TEC and area businesses working on the formation of a community advisory board and mentoring program for female students enrolled in non-traditional programs

Dr. Burke reminded the board members of the dates and times of the year end activities/ceremonies.

9. Ms. Leota Marks, Dean of Human Resources, presented the following Personnel Information items:
 - Resignation of Guy Phillips as Assistant Athletic Trainer in the Athletic Dept. effective June 29, 2010
 - Resignation of Heidi K. Cooper as Nursing Instructor effective June 30, 2010
10. Dean Marks then presented the following Personnel Recommendation items for approval:
 - Approval to change the early retirement effective date for Jim Lahmann to September 30, 2010 (**instead of August 1, 2010**)
 - Approval to uphold termination of Crystal R. Robinson as Technical Assistant for EMS Program/Lab Assistant Paramedic/EMT Laboratory effective April 28, 2010
 - Approval to employ John H. Stafford II as Choral Music Instructor in the Humanities Division effective August 11, 2010 at the annual salary of \$46,876.53
 - Approval to employ Andrica V. Wilcoxon as Community Prevention Specialist in the Regional Prevention Center for Wyandotte County effective May 3, 2010 at the annual salary of \$31,865.00
 - Approval to employ Michele M. Avery as Academic Coordinator of Clinical Education for the PTA Program in the Allied Health Division effective May 3, 2010 at the annual salary of 33,000.00
 - Approval to employ the following Adjunct Instructors effective August 11, 2010 at the rate of \$715.00 per credit hour:

Jason E. Sievers	Human Development
Albert J. Lowe IV	History
 - Approval to employ Kelly A. Jenkins as PT Lab Assistant for Professional Cooking at the TEC effective May 3, 2010 at the hourly rate of \$20.72
 - Approval to employ Richard William Siecrist as PT Lab Assistant for the Heating & Refrigeration program at the TEC effective April 19, 2010 at the hourly rate of \$20.72
 - Approval to employ Shah Kaleem Siddiq as PT Lab Assistant for the Computer Repair/Networking program at the TEC effective April 21, 2010 at the hourly rate of \$20.72
 - Approval to employ Ammar T. Ali as PT Lab Assistant for the Electrical Technology program at the TEC effective April 26, 2010 at the hourly rate of \$20.72
 - Approval to employ Nick E. Earls as PT Lab Assistant for the Automotive Technology Program at the TEC effective May 10, 2010 at the hourly rate of \$20.72

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- Approval to employ Valorie J. Engholm as PT On-Track Instructor (Grant funded position) in the Continuing Education Division effective April 26, 2010 thru June 30, 2010 at the compensation of \$2,160.00
- Approval to employ the following Part Time Instructors for Continuing Education Non-Credit classes:

Irene Breedlove	Yoga for Personal Health	2/9 – 4/1/10	\$350.00
Shari Augustine	Zumba	3/2 – 4/2/10	\$164.50
Albert Mercado	Self Defense	3/29, 4/5/10	\$85.00
Sue Marler	Internet Browsing (Club 45)	4/5, 4/7/10	\$120.00
Maya Zahira School Of Belly Dance	Beginning Belly Dance	2/27 – 4/10/10	\$252.00
	Belly Dance Cond. Workout	2/27 – 4/10/10	\$252.00
Jim Hathaway	Driver’s Education	2/9 – 3/11/10	\$2640.00
Stephanie Marquez	Community Spanish	4/5 – 21/10	\$600.00
Bryan Whitehead	Digital Cameras for Beginners	4/17/10	\$487.50
Albert Mercado	Self Defense	4/19, 4/26/10	\$85.00
Charlotte Batrez	Floral Design, Home & Office Decor	4/7 – 28/10	\$200.00

- Approval of change of status of employment for Dr. Tamara A. Agha-Jaffar from Acting Associate Provost and Dean of Humanities & Fine Arts to Provost effective July 1, 2010 at the annual salary of \$135,000.00
- Approval of change in status of employment for Brian Bode from Acting Associate Provost and Dean of Financial & Administrative Services to Vice President for Student & Administrative Services effective July 1, 2010 at the annual salary of \$140,000.00

Trustee Townsend moved to approve the Personnel Recommendations as presented.

Trustee Breidenthal seconded and the motion carried.

- Acting Assoc. Provost Bode presented the bills and requested approval to pay them. Trustee Townsend moved to pay the bills as presented. Trustee Maddox seconded and the motion carried.
- Dean Bode presented the Finance Report for acceptance. Trustee Rios explained the Finance Committee’s agreement/approval of the report. Trustee Breidenthal moved to approve the Finance Report as presented. Trustee Maddox seconded and the motion carried.
- Dean Bode requested approval of the following recommendations:
 - Approval of payment of \$310,805.36 to Commerce Bank for Visa credit card purchases for April 2010 (Various Funds)
 - Approval of payment of \$17,702.70 to McAnany, Van Cleave & Phillips for legal services for February and March 2010 (General fund)

- Approval of payment of \$15,388.00 to Southwest Missouri Allied Health Education for Spring Semester billing for Diagnostic Ultrasound Program students for Business & Continuing Education (Continuing Ed Fund)
- Approval to sign a contract with William B. Schmidt, CPA for the FY2010 audit, not to exceed \$45,000
- Approval to renew a two year agreement for campus server maintenance with IBM Corporation for \$24,484.00 for Information Services (General Fund)
- Approval to renew annual software maintenance with Datatel, Inc. for \$21,677.00 for Information Services (General Fund)
- Approval to renew Workers Compensation insurance with the Kansas Association of School Boards (KASB) for the 2010-11 plan year beginning July 1, 2010 for \$180,128 (09-10 renewal premium was \$168,653) (General Fund)
- Approval to accept the low bid of \$17,743.45 from Updike Paving for patching asphalt roadways, drives, and lots, and installing an asphalt curb (Capital Outlay Fund)

Bids:

Updike Paving	Shawnee, KS	\$17,743.45
Little Joe's Asphalt	Bonner Springs, KS	\$18,124.32

- Approval to accept the low bid of \$35,597.00 from Omega Door for the replacement of 25 sectional doors at 6736 State Avenue (TEC Fund)

Bids:

Omega Door	Kansas City, KS	\$35,597.00
Overhead Door	North KC, Mo	\$41,758.00

- Approval to accept the low bid of \$30,245.00 from Design Mechanical, Inc. for the replacement of two rooftop HVAC units (Capital Outlay Fund)

Bids:

Design Mechanical	Kansas City, KS	\$30,245.00
AM Mechanical	Kansas City, KS	\$30,400.00

- Approval to issue a Request for Proposals for project management assistance in identifying and quantifying requirements, identifying and selecting architects and general contractors, and managing the remodeling of the properties at 65th and 67th and State Avenue

- Approval of payment of \$22,050.00 to Plato Learning, Inc. for annual renewal of Academic Systems Algebra license fees for EMS (General Fund-Course Fees)

Trustee Townsend moved to approve the financial recommendations as presented. Trustee Ash seconded. There was brief discussion from the Site Planning Committee and the Finance Committee noting their agreement with the recommendations. The vote was taken and the motion carried.

15. The following Committee Reports were given:

- KACCT, Marketing Committee – Trustee Breidenthal explained that they had met and reviewed imaging for bill boards, correspondence, and advertisement
- Policy Committee – Trustee Daniels distributed three policy revisions for first reading. The policies were pertaining to KPERs, Smoking on Campus, and Social Media use

- Academic Affairs Committee – Trustee Maddox reported that there would be a presentation on TEAM from Scott Anglemeyer regarding Workforce Development at the June meeting
- KACCT – Trustee Flunder reported on the success of the vote on SB 54 regarding the mural honoring Brown vs. Kansas Board of Education in the state capitol building.
- Facility Committee – Trustee Ash noted that the site/facility committee had been looking at properties for the different programs.

Trustee Daniels commented that all of the trustees have the opportunity to give out diplomas to graduates at the commencement ceremonies. Trustee Ash noted that he regrettably would not be in attendance.

16. Trustee Townsend moved to enter executive session for the purpose of discussing employee matters, collective bargaining, faculty negotiations, and possible acquisition of real estate subject to attorney-client privilege to protect the privacy of those involved 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 at 9:45 a.m.
17. Executive session commenced at 9:50 a.m. At 10:20 a.m. regular session reconvened at which time Trustee Townsend moved to extend executive session for 30 minutes. Trustee Rios seconded and the motion carried to extend executive session until 10:50 a.m.
18. Regular session reconvened at 10:50 a.m. Trustee Rios moved to approve legal counsel to file an intervening action with the Shawnee County Kansas District Court in the matter of the Board of Trustees of Dodge City Community College, etal vs. the Kansas Board of Regents. Trustee Townsend seconded and the motion carried.
19. Dr. Burke recommended that the Board of Trustees enter into a twelve month contract with Engage LLC to perform federal government relations services at the rate of \$4,000.00 per month. Trustee Maddox moved to approve the recommendation. Trustee Breidenthal seconded and the motion carried.
20. The next order of business was to set the date and time for the Board Budget Workshop. Following discussion it was the consensus to meet at 9:30 a.m. on Wednesday, June 9 for the annual Board Budget workshop.
21. Trustee Townsend moved to adjourn the meeting. Trustee Ash seconded and the motion carried.

The meeting adjourned at 11:00 a.m.

ATTEST: _____ Chairman

_____ Secretary