

# KANSAS CITY KANSAS COMMUNITY COLLEGE

## Board of Trustees Meeting

June 15, 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 Chairman Ray Daniels. Roll call indicated the following Trustees present: Donald Ash, Ray Daniels, Mary Ann Flunder, Wendell Maddox, J.D. Rios, and Clyde Townsend. Cathy Breidenthal was absent due to illness.

1. Dr. Burke presented the following amendments to the agenda and recommended their approval:

**Addition(s):**

**IX. Personnel**

B. Recommendations

8. Approval to uphold termination of Dr. Hasan Naima as Dean of Technical Education Center effective June 14, 2010

**X. Finance**

- C. 9. Request authorization for Ranson Financial Company to proceed with exploration of refunding of the Jewell Center bonds and the issuing of new bonds with the same expiration/payoff dates. No refinancing options will be presented for final approval unless present value savings exceed \$100,000.00.
10. Approval to purchase 8 Dell Latitude E6400 laptop computers for \$10,971.20 from Dell Computers, Inc. for Nursing (Sole Source) (State of Kansas Contract) (Health Care Foundation Fund)

**XIII. Miscellaneous Business**

- B. Executive session to discuss the evaluation of the President and the President's contract

Trustee Townsend moved to approve the agenda as amended. Trustee Maddox seconded and the motion carried.

2. Trustee Rios moved to move item IX B 8. to executive session for discussion. Trustee Townsend seconded and the motion carried.
3. Trustee Townsend moved to approve the minutes of the May 18, 2010 Board of Trustees meeting. Trustee Maddox seconded and the motion carried.
4. Under Patrons & Petitioners, Mr. Sidney King of Liberty Bank thanked the Board of Trustees for the college's support of the bank's presence in the community. Chairman Daniels reciprocated.
5. Also under Patrons & Petitioners, Ms. Sherry Black Huntley, a Wyandotte County Resident, addressed the Board to ask what help was available through the college to help gain

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employment. The Chairman explained that there were job fairs, help and opportunities through the college career center office.

6. There were no communications.
7. Under the Presidents Report, Dr. Burke reported on the following:
  - Mr. Scott Anglemeyer's TEAM presentation has been postponed until the August meeting.
  - Introduced Dr. Sangki Min, Dean of Institutional Services, to give an update on the Strategic Plan. Some of the points Dr. Min reported on were management appraisals, resource management, information management & technology, workforce development and engagement with the community
  - HLC Action and report noting their satisfaction and approval of a very successful merger with the area technical school
8. Dr. Agha-Jaffar reported from Academic Affairs on the following:
  - Credit was due everyone that assisted with the Technical Education Center merger
  - KCIA meeting recently held
  - Proposal of 2 year degree programs in Technical Studies common to all Kansas community colleges
  - Recent Jazz Camp held at KCKCC noted in the JAM (Jazz Ambassador Magazine)
9. Brian Bode, Assoc. Prov. for Finance & Administrative Svcs., reported on the following:
  - The Student Handbook available Fall 2010
  - Malcom Penner's selection to NJCAAA
  - Campus Safety Committee
  - Erik Kirkwood's selection to the Urban League
  - My Dotte Portal on KCKCC network
  - Increased demand for One on One Tutoring
  - Twenty Million given in financial aid in the last year
  - Buildings & Grounds work being done.
  - Year end close in Business Office
10. Dean of Human Resources, Leota Marks presented the following Personnel Information items:
  - Retirement of Marjo B. Anderson as Cosmetology Instructor at the TEC effective July 31, 2010
  - Resignation of Michelle Hull as Nursing Instructor effective June 30, 2010
  - Resignation of Sarah Landram as Nursing Instructor effective June 30, 2010
  - Resignation of Jonathan Crum as part time Wellness & Lifeguard effective May 24, 2010
  - Resignation of Traci Gray as part time Technical Assistant in the Admissions Office effective June 3, 2010

11. Dean Marks presented the following recommendations for approval:

- Approval to uphold the termination of Leslie Tramble as Community Prevention Specialist effective June 7, 2010
- Approval to uphold the termination of Carol Delmerico-Pollom as Class II Secretary in the Continuing Education Division effective May 28, 2010
- Approval of early retirement for Terry Morrison as Coordinator/Workforce Development in the Continuing Ed. Div. effective December 31, 2010
- Approval to employ Annette Rodriguez as part time Asst. Director of Nursing Retention effective May 17, 2010 at the hourly salary of \$19.59 (Grant Funded)
- Approval to employ the following Adjunct Instructors at the rate of \$715.00 per credit hour:
 

|                    |           |              |
|--------------------|-----------|--------------|
| Sabrina M. Goss    | English   | June 2, 2010 |
| Norman “Les” Clark | Economics | June 2, 2010 |
- Approval to employ Jaclyn A. Lash as part time Secretary in the Counseling & Advising Office effective May 12, 2010 at the hourly rate of \$10.05
- Approval to employ the following part time instructors for Non-Credit Continuing Education classes:

|                                   |  |                                |                      |
|-----------------------------------|--|--------------------------------|----------------------|
| Jane Dieckhoff                    | Beginning Computers – UAW – GM Learning Center               | 3/15 – 4/27/10                 | \$2340.00            |
| Amber Smith                       | Quilting   | 3/25 – 5/6/10                  | \$525.00             |
| Sue Marler                        | Basic Housekeeping and Security (Club 45 Class)              | 5/3/10                         | \$60.00              |
| Maya Zahira School of Belly Dance | Beginning Belly Dance<br>Belly Dance Conditioning<br>Workout | 4/5 – 5/10/10<br>4/5 – 5/10/10 | \$168.00<br>\$294.00 |
| Mary Kobe-Peterson                | Crop in the Dotte  | 2/20/10                        | \$60.00              |
| Professional Appraisal Group      | USPAP Update   | 5/14/10                        | \$350.00             |
| Irene Breedlove                   | Yoga for Personal Health                                     | 4/6 – 5/20/10                  | \$350.00             |
| Charlotte Batrez                  | Floral Design – History in the Making: Outside Décor         | 5/5 – 5/26/10                  | \$200.00             |
| Joyce McMahon                     | Ethical Boundaries for Occupational Therapists (Online)      | 4/12 – 5/7/10                  | \$120.00             |
| Joyce McMahon                     | End of Life Issues for Healthcare Professionals (Online)     | 3/14 – 4/23/10                 | \$240.00             |

Trustee Rios moved to approve the personnel recommendations as presented. Trustee Townsend seconded and the motion carried.

12. Assoc. Provost Bode presented the bills and requested their payment. Trustee Rios moved to pay the bills as presented. Trustee Townsend seconded and the motion carried.

13. Assoc. Provost Bode presented the Finance Report. Trustee Rios gave explanation on behalf of the Board Finance Committee and Trustee Maddox moved to accept the Finance Report as presented. Trustee Townsend seconded and the motion carried.

14. Assoc. Provost Bode presented the following finance recommendations for approval:

- Approval of payment of \$305,893.73 to Commerce Bank for Visa credit card purchases for May 2010 (Various Funds)
- Approval of payment of \$10,658.90 to McAnany, Van Cleave & Phillips for legal services for March and April 2010 (General fund)
- Approval of payment of \$37,500.00 to ANGEL Learning, Inc for two-year renewal of LMS software licensing and administrative support for Information Services (General fund)
- Approval of payment of \$176,115.00 to Datatel for renewal of FY2010/11 annual maintenance for Information Services (General Fund)
- Approval of payment of \$12,000.00 to the Kansas City Area Development Council for annual membership for June 1, 2010 thru May 31, 2011(General Fund)
- Approval to purchase 22 memory upgrade chips for Datatel servers from IBM Corporation for \$16,652.00 for Information Services (General fund)
- Approval to accept the quotation from C&C Group for \$18,685.00 to reprogram and upgrade the Energy Management System universal network controllers located in Humanities and CEB and interface the CEB UNC into the Print Shop chiller, for Buildings & Grounds (General Fund)
- Approval of payment of \$24,420.00 to Boston Reed College for salaries, textbooks, lab supplies, materials, curriculum, and externship coordination for Phlebotomy Technician courses for May 15-June 26,2010 (Community Services Fund)
- Request authorization for Ranson Financial Company to proceed with exploration of refunding of the Jewell Center bonds and the issuing of new bonds with the same expiration/payoff dates. No refinancing options will be presented for final approval unless present value savings exceed \$100,000.00.
- Approval to purchase 8 Dell Latitude E6400 laptop computers for \$10,971.20 from Dell Comuters, Inc. for Nursing (Sole Source) (State of Kansas Contract) (Health Care Foundation Fund)

Trustee Townsend moved to approve the financial recommendations as presented. Trustee Maddox seconded and the motion carried.

15. Under Committee Reports, Trustee Daniels reported on behalf of the Listening Group Project and that there would be a presentation on the results of the feedback for the KCKCC Faculty & Staff on the afternoon of 17<sup>th</sup> of August at 3:00 p.m., and a presentation with reception for the community participants on August 19<sup>th</sup> at 4 p.m. in the Lower Jewell Bldg. The purpose of these meetings would be to have a consensus review report for the steps to take next.

15. Under Unfinished Business Trustee Rios moved to approve the policy for Social Media as presented for first reading at the May Board of Trustees meeting. Trustee Townsend seconded and the motion carried.

16. Trustee Townsend moved to approve the policy for Smoking on Campus as presented for first reading at the May Board of Trustees meeting. Trustee Maddox seconded and the motion carried.
17. Trustee Townsend moved to approve the policy on KPERS as presented for first reading at the May Board of Trustees meeting. Trustee Maddox seconded and the motioned carried.
18. Trustee Rios moved to enter executive session at 11:00 a.m. for a period of 25 minutes to discuss item IX B 8 (personnel matter to protect the privacy of the individual involved) at the request of the employee before action. Trustee Townsend seconded and the motion carried.
19. At 11:25 a.m. the board entered open session and Trustee Rios moved to extend executive session for a period of 20 minutes. Trustee Ash seconded and the motion carried.
20. At 11:45 a.m. the board entered open session and Trustee Rios moved to enter executive session for a period of 10 minutes for the purpose of discussing the President's evaluation and contract. Trustee Townsend seconded and the motion carried.
21. At 11:55 a.m. there was a break for the retrieval of documents. The Board continued executive session until 12:10 p.m. at which time Trustee Townsend moved to extend executive session for a period of 15 minutes. Trustee Rios seconded and the motion carried.
22. At 12:25 p.m. the board entered open session for Trustee Townsend to move to extend executive session for a period of 15 minutes. Trustee Rios seconded and the motion carried.
23. At 12:40 p.m. the board entered open session and Trustee Ash moved to recess for lunch down in rooms 2325 & 2326. Trustee Maddox seconded and the motion carried.
24. At 12:53 p.m. Chairman Daniels called the joint meeting of the Board of Trustees and KCKCC College Senate to order. Chairman Daniels congratulated and thanked the College Senate for their contribution in facilitating the smooth merger of the ATS with KCKCC. He also noted the importance of the Strategic Plan, and the upcoming sessions on August 17<sup>th</sup> and 19<sup>th</sup> that would present reports on feedback from the Community Listening Project.
25. At that point the discussion was opened up to those in the Senate to discuss progress during the past year since the last meeting of the Board of Trustees and College Senate. Following discussion by the Board of Trustees and College Senate, Chairman Daniels concluded the meeting at 1:55 p.m. to reconvene in the Board Room immediately following.
26. The board reconvened in the Board Room at 2:13 p.m. at which time Trustee Rios moved to enter executive session for a period of 10 minutes for the purpose of discussing the possible acquisition of real estate. Trustee Townsend seconded and the motion carried.

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27. At 2:23 p.m. the board entered open session at which time Trustee Rios moved to extend executive session for a period of 20 minutes. Trustee Townsend seconded and the motion carried.
28. At 2:40 p.m. the board entered open session at which time Trustee Rios moved to extend executive session for a period of 20 minutes. Trustee Townsend seconded and the motion carried.
29. At 3:00 p.m. the board entered open session at which time Trustee Rios moved to extend executive session for a period of 10 minutes. Trustee Townsend seconded and the motion carried.
30. At 3:10 p.m. the board entered open session at which time Trustee Rios moved to extend executive session for a period of 30 minutes. Trustee Townsend seconded and the motion carried.
31. At 3:40 p.m. the board entered open session at which time Trustee Rios moved to authorize the administration to place Dr. Hasan Naima on unpaid leave until an investigation could be completed by McAnany, Van Cleave and Phillips, and a report be provided to the Board of Trustees at the July Board meeting. Trustee Townsend seconded and the motion carried.
32. Trustee Rios moved to approve the President's contract for Dr. Tom Burke effective July 1, 2010 for a period of three years. Trustee Maddox seconded and the motion carried.
33. Trustee Rios moved to authorize the Mr. Bode and President Burke to enter into a contract on the Randy Curnow property regarding the purchase of that property. Trustee Maddox seconded and the motion carried.
34. Chairman Daniels adjourned the meeting at 3:45 p.m.

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

\_\_\_\_\_ Secretary