

# KANSAS CITY KANSAS COMMUNITY COLLEGE

## Board of Trustees Meeting

July 14, 2009

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: Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, Wendell Maddox, J.D. Rios, and Clyde Townsend. Donald Ash was absent due to travel.

1. Chairman Rios took a moment to welcome the new Trustees Breidenthal and Maddox and then announced that this meeting was the annual reorganizational meeting of the Board.
2. Chairman Rios called for approval of the Agenda. Dr. Burke, College President noted that there were several amendments to the agenda as listed on the Amendments to the Agenda lists at the Board members' places including a correction of the year for the upcoming appointments to **2009-2010 (instead of 2008-2009)**. Trustee Townsend moved to accept the Agenda with the amendments as presented. Trustee Daniels seconded and the motion carried.
3. The next item was the reorganization of the Board for the coming year at which time Dr. Burke was given the gavel to conduct the election of the Board Chairman. At that time Dr. Burke called for nominations for the position of Board Chairman for the year 2009-2010. Trustee Townsend nominated Trustee Daniels for the position of Chairman for 2009-2010. Having no other nominations Trustee Rios moved to cease nominations for the position of Board Chairman. Trustee Daniels seconded. The motion carried and nominations for Chairman ceased. The vote was taken and Trustee Ray Daniels was elected as the Chairman of the Board of Trustees for the 2009-2010 year and took the gavel.
4. Chairman Daniels commended Trustee Rios on his leadership for the past year and thanked him for his service to the college in this capacity. The chairman then called for nominations for the Vice-Chair for the Board of Trustees for 2009-2010. Trustee Townsend nominated Trustee Ash to serve as the Vice-Chair. Hearing no other nominations Trustee Rios moved to cease nominations. Trustee Townsend seconded and the motion carried and nominations for Vice-Chair ceased. The vote was taken and Trustee Don Ash was elected as the Vice-Chair of the Board of Trustees for the 2009-2010 year. At this time Chairman Daniels commended Trustee Townsend and thanked him for his service in the position as Vice-Chair for the past year.
5. The next nomination was the position of Secretary for the Board. The chair explained that this position was traditionally held by the College President but did not have to be. Trustee Townsend nominated Dr. Thomas Burke to serve as the Secretary to the Board of Trustees for the year 2009-2010. Hearing no other nominations, Trustee Breidenthal moved to elect Dr. Burke as Secretary to the Board. Trustee Maddox seconded. The vote was taken and the

motion carried for Dr. Thomas Burke, College President, to serve as Secretary to the Board of Trustees for the year 2009-2010.

6. The next nomination was the position of Treasurer for the Board of Trustees for the year 2009-2010. The Chairman explained that this position was traditionally held by the Chief Financial Officer of the College but did not have to be. Hearing no more nominations Trustee Maddox moved to elect Mr. Brian Bode, Acting Assoc. Provost of Finance & Institutional Svcs. for the position of Treasurer for the Board of Trustees for the year 2009-2010. Trustee Townsend seconded. The vote was taken and the motion carried for Assoc. Provost Brian Bode to serve as the Treasurer to the Board of Trustees for the 2009-2010 year.
7. Chairman Daniels noted that the Board appointments and designations would be made at the August Board meeting. At this time Trustee Rios moved to let the current Bank Depositories stand as is for 2009-2010. Trustee Townsend seconded and the motion carried.
8. Chairman Daniels called for the naming of the Official College Newspaper. Mr. Rios moved that the official college newspaper remain the Wyandotte West newspaper. Trustee Townsend seconded and the motion carried.
9. Chairman Daniels called for the appointment of the college attorney. Trustee Townsend moved to appoint McAnany, Van Cleave & Phillips as the college's legal counsel. Trustee Maddox seconded and the motion carried.
10. Chairman Daniels called for the appointment of the Freedom of Information Officer. Trustee Rios moved to appoint Dr. Sangki Min as the Freedom of Information Officer for the year 2009-2010. Trustee Maddox seconded and the motion carried.
11. The next item was to set the time and day of the month for the regular meetings. At this time Trustee Rios requested that the Board consider moving the time and day of the regular monthly Board meetings to the third Tuesday of each month at 9:00 a.m. with the exception of August which would have to remain at 9:00 a.m. on the 2<sup>nd</sup> Tuesday for Budget Hearing purposes. Following discussion Trustee Townsend moved to set the time and day of regular monthly meetings for 9:00 a.m. on the third Tuesday of each month with the exception of August 2009. Trustee Maddox seconded and the motion carried.
12. The next item was approval of the minutes of the June 4, 2009 Special Meeting for the Annual Board Workshop. Trustee Townsend moved to approve the minutes of the June 4, 2009 Special Board Meeting as presented. Trustee Breidenthal seconded and the motion carried.
13. Trustee Rios moved to approve the minutes of the June 9, 2009 Board of Trustees meeting as presented. Trustee Townsend seconded and the motion carried.
14. The next item was Patrons & Petitioners wishing to address the Board. Mr. Dave Hurrelbrink made a brief request on behalf of Business West Organization that the college hold tax increases to the rate of inflation and to a minimum. He also thanked the college

board for their help in the past. Chairman Daniels noted that the college's 2009-2010 Budget did not include any tax increases. In fact, it included a tax decrease. The Board thanked Mr. Hurrelbrink for his interest and addressing the board.

15. Dr. Burke noted that there were no communications. Trustee Rios noted that the Kansas City Star featured Kansas City Kansas Community College Pre-Engineering program project and one of our students in the photo on the front page the previous Monday. Trustee Breidenthal commented on the article as well.

16. Dr. Burke called for the presenter from the city of Edwardsville regarding the interlocal agreement on the Neighborhood Revitalization Plan. There was no one present from Edwardsville.

17. Dr. Burke continued with his report. He reported on the following:

- Meeting of the Council of Presidents
  - Technical Education Funding
  - Funding Distribution Formula for all Tech. Ed. in Kansas Community Colleges
  - KACCT discussion regarding lawsuit by Dodge City, Pratt and Cowley County colleges against the KS Board of Regents for inequitable funding for Technical Education
  - KBOR notice that the college should be receiving FY2010 Stimulus funds which the college has already decided to use to offset tuition increases
  - Dr. Ardebili's recognition at his last board meeting

The Chairman wished Dr. Ardebili well and suggested a round of applause for his service of 25 years.

18. Dr. Burke reminded the Board that the next order of business was the executive session for the purpose of discussing matters subject to attorney-client privilege. Trustee Rios moved to enter executive session for the purpose of discussing matters subject to attorney-client privilege for a period of 30 minutes. Trustee Townsend seconded and the motion carried. The board entered executive session at 9:35 a.m.

19. The board resumed the regular meeting at 10:05 a.m. at which time Provost Ardebili thanked the Board for their words of kindness. He then introduced Mr. Baz Abouelenein, Dean of Information Services, to give an annual report on the progress in the division. Following his presentation, Dean Abouelenein took questions from the Board. Dr. Hasan Naima made a brief presentation regarding the pre-engineering program workshop held last month. KC Prep funded the program and was very impressed by the workshop and would be willing to support funding Kansas and Missouri participation in international competition.

20. The next item was the Personnel Report. Dean Leota Marks presented the following information items:

- Resignation of Kim Evans as Continuing Education Secretary at the Tech. Ed. Center effective April 29, 2009

- Resignation of Greg Dixon as Academic Support Specialist in the Title III office effective June 30, 2009
- Resignation of John Cuffe as Prevention Specialist in the Regional Prevention Center of Wyandotte County in the Student Services Division effective July 15, 2009

21. Dean Marks then presented the following Personnel Recommendations for approval:

- Approval of early retirement for Donna Reid as Administrative Assistant in the Business & Technology Division effective September 30, 2009
- Approval to employ Sonia M. Singer as Developmental Reading Instructor in the Humanities & Fine Arts Division effective August 10, 2009 at the annual salary of \$42,547.25
- Approval to employ Robin D. Mosley as Professional Assistant/Bookkeeper in the Business Office effective June 15, 2009 at the annual salary of \$28,000.00
- Approve to employ Allison S. Mallicoat as Nursing Instructor in the Nursing & Allied Health Division effective August 10, 2009 at the annual salary of \$37,092.47
- Approval to employ the following Adjunct Instructors at the rate of \$715.00 per credit hour:

Robert L. Fenton	Nursing	June 2, 2009
Robin M. McLean	Business	June 2, 2009
Douglas E. Wendel	Mathematics	June 2, 2009
Rhonda L. Charlett	Spanish	August 17, 2009

- Approval to employ Carla D. Green as Temporary Interim Community Prevention Specialist in the Regional Prevention Center for Wyandotte County effective June 8, 2009 at the annual salary of \$31,865.00
- Approval to employ Shawnn Lampson as Part Time Wellness Center Staff/Lifeguard in the Wellness Center effective June 29, 2009 at the hourly rate of \$10.00
- Approval to employ Johanna A. Hernandez as Part Time Custodian (12 Hrs.) in the Buildings & Grounds Dept. effective June 14, 2009 at the hourly rate of \$10.05
- Approval to employ the following Part Time Instructors for Continuing Education non-credit classes:

Jane Dieckhoff	Word	\$480.00
Jane Dieckhoff	Excel	\$480.00
Jane Dieckhoff	Beginning Computers	\$1,560.00
- Approval of change in status for Jeron C. Slater from Part Time to Full Time Custodian at the Leavenworth Center effective June 15, 2009 at the annual salary of \$23,196.00
- Approval of early retirement for Debbie Denton as Administrative Assistant to the Dean of Continuing Ed. & Community Svcs. Division effective October 31, 2009
- Approval to employ Eljse M. Smit as ESOL Instructor in the Humanities & Fine Arts Division effective August 10, 2009 at the annual salary of \$40,728.99
- Approval of change in status of employment for Arelys Lantiqua from PT Custodian at 12 Hrs. per week to PT Custodian at 27 Hrs. per week in the Buildings & Grounds Dept. effective July 13, 2009 with no change in hourly rate
- Approval to employ Paula D. Warren as Professional Assistant in the Human Resources Dept. effective July 20, 2009 at the annual salary of \$25,665.00

- Approval of early retirement for Lori Trumbo as Dean of Continuing Education & Community Services effective November 1, 2009

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

22. The next order of business was the Finance Report by Acting Assoc. Provost, Brian Bode. Mr. Bode presented the bills for payment. Trustee Rios moved to pay the bills as requested. Trustee Townsend seconded. Following questions and discussion the vote was taken and the motion carried to pay the bills as presented.

23. Mr. Bode presented the Financial Report. Trustee Rios moved to accept the Financial Report as presented. Trustee Townsend seconded. Following questions and discussion Dean Bode said that he would provide the answers to Trustee Rios's questions regarding the over-budget balances on the internal budgets for Student Services, Facility Support, and carry over balances of Continuing Education and federal programs at the next meeting. The vote was taken and the motion carried.

24. Mr. Bode then presented the following Financial Recommendations for approval:

- Approval of payment of \$216,841.39 to Commerce Bank for Visa credit card purchases for June 2009 (Various Funds)
- Approval to renew Basic Athletic Insurance with Life Insurance Company of North America for \$28,000 (7% increase) and Catastrophic Athletic Insurance with Mutual of Omaha for \$4,078 (no increase) with Dissinger Insurance Services for 2009-10 for Athletics (General Fund)

3 Basic bids:

Life Insurance of NA	\$28,000.00
Nationwide Life	\$38,445.00
US Fire	\$31,255.00

- Approval to renew software licensing for the Octel Aria 250 voicemail switch and the Definity G3si telephone switch to Release 5.2 or most current, including automatic updates and hardware architecture restructuring, not to exceed \$70,000 (State of Kansas Contract) (General Fund)
- Approval of payment of \$29,867.57 to Condensed Curriculum International for instructor salaries, books, materials, and curriculum for Medical Coding classes at GM Fairfax Plant for Spring 2009 (Community Services Fund)
- Approval to accept the best bid of \$264,000.00 from Delta Innovative Roofing for the Flint Building re-roof project. Boone Brothers' bid of an additional \$17,300 for the alternate proposal of not removing the lightweight concrete places their bid 3<sup>rd</sup>. In light of current fiscal restraints, it may become necessary to execute this reduced scope of work. Delta is a KCK based business and is recommended over American Roofing in accordance with KCKCC policy 4.4, Competitive Bidding. (Capital Outlay Fund)

6 bids:

American Roofing	\$263,776
Boone Brothers	\$247,626
<b>Delta Innovative</b>	<b>\$264,000</b>
Kaw Roofing	\$358,115

Premier Contracting	\$299,975
Sellers and Marquis Roofing	\$415,583

- Authorize publication of the FY 2010 Budget

Trustee Townsend moved to approve the financial recommendations as presented. Trustee Rios seconded. Following discussion the vote was taken and the motion carried.

25. Dean Bode requested approval to publish the budget as presented. Discussion followed. Trustee Flunder asked about the Fort Scott Trucking program and the trucks that bear the name of KCKCC on the sides. Dean Bode explained that it was viewed as good advertising for the college even though we have not received any proceeds from that program for a while, and that he would look at the status of that agreement further. Following discussion, it was acknowledged that there was no increase in the mill levy for the FY2009-2010. With a decrease in assessed valuation, this would result in a tax decrease. Trustee Rios moved to approve publication of the 2009-2010 Budget as presented. Trustee Townsend seconded and the motion carried.
26. Trustee Rios reminded the other board members of the upcoming ACCT Leadership Conference in San Francisco, CA in October.
27. Trustee Daniels reported on the Finance Committee recommendation that the non-union employees receive an increase their cafeteria benefit of \$400 per month effective July 1, 2009. Trustee Townsend seconded and the motion carried.
28. Chairman Daniels called for a report from the Sustainability Committee, at which time Dr. Burke stated that he did not have a report at this time. The chairman stated that he could give a report in August.
29. Trustee Flunder reported on KACCT meetings and orientation meetings for all new trustees. There was discussion concerning hosting legislators on the campus to have them better understand the funding needs of community colleges in Kansas.
30. Dr. Burke recommended holding the Budget Hearing prior to the regular Board Meeting on August 11<sup>th</sup> at 9:00 a.m. Trustee Rios moved to approve date and time recommended for the Budget Hearing. Trustee Townsend seconded and the motion carried.
31. Chairman Daniels recommended holding a special meeting of the Board to discuss several important issues including the Provost's position, the evaluation of the College President, and committee appointments on August 4<sup>th</sup> at 4:00 p.m. with dinner at 5:30 p.m. The consensus of the board was to hold the special meeting at that time. There was discussion regarding the Board Committees and appointments at which time the Chairman noted that would be discussed on August 4th.
32. Dean Bode noted that the full printed version of the Master Plan by the Architects was at their places for their information. It was also requested by the Board to have a synopsis of the Annual Report & Fact Book that was presented at this meeting by Dr. Ardebili. There were some questions regarding the breakdown of ethnicity and consistency of the

information in the reports. Dean Bode said that he would provide a further breakdown clarifying the ethnicity portion of the reports.

33. Chairman Daniels called for an executive session for the purpose of discussing faculty negotiations, consideration of the President's contract, and possible acquisition of real estate for a period of ten minutes. He then allowed five minutes to clear the room.
34. Executive session commenced at 11:35 am. It was extended at 11:45 for a period of 20 minutes. Executive session was again extended at 12:05 p.m. for a period of 15 minutes.
35. The Board reconvened in regular session at 12:20 p.m. at which time Trustee Townsend moved to adjourn the meeting. Trustee Rios seconded and the motion carried.
36. The meeting adjourned at 12:20 p.m.

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

\_\_\_\_\_ Secretary