

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

September 15, 2009

The regular monthly meeting of the Board of Trustees was called to order at 9:30 a.m. in the Board Conference Room at the College by Chairman Ray Daniels. Roll call indicated the following Trustees present: Donald Ash, Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, J.D. Rios, and Clyde Townsend. Trustee Wendell Maddox was absent.

1. Dr. Thomas Burke noted the following amendments to the agenda:

Change(s):

XI. Miscellaneous

Executive session for the purpose of discussing personnel matters subject attorney client privilege, personnel associated with the Provost position, possible acquisition of real estate and faculty negotiations.

Additions:

X. Personnel

A. Information

2. Resignation of Irene Doll as PT Website/Graphics Specialist at the Tech. Ed. Center effective August 21, 2009

B. Recommendations

23. Approval to employ Deborah Miller in the additional position of Interim Practical Nursing Instructor in the Tech. Ed. Center effective September 3, 2009 at the annual salary of \$37,092.47 for a period of 8 weeks
25. Approval to employ Kaaren A. Fife as Director of Institutional Research in Institutional Services Dept. effective September 14, 2009 at the annual salary of \$59,103.00

The Chairman called for approval of the agenda. Trustee Rios moved to approve the Agenda with the amendments as presented. Trustee Townsend seconded and the motion carried.

2. The Chairman called for approval of the minutes as presented for the August 4, 2009 Special Meeting of the Board of Trustees. Trustee Rios moved to approve the minutes of the August 4, 2009 Special Meeting of the Board of Trustees. Trustee Breidenthal seconded and the motion carried.
3. The Chairman called for approval of the minutes of the August 11, 2009 Board of Trustees meeting. Trustee Townsend moved to approve the minutes of the August 11, 2009 Board of Trustees meeting as presented. Trustee Ash seconded and the motion carried.

4. The Chairman called for any patrons or petitioners wishing to address the Board. Student Maria Cervantes spoke as a student representative on the College Senate, asking that the Board of Trustees appoint a Board Member to serve on the College Senate. There was discussion regarding views on this appointment and Chairman Daniels acknowledged this request and that he would address this matter under unfinished business.
5. Mrs. Marcia Pomeroy of the KCK Urban Academy spoke briefly of the academy's gratitude for the support from the community college in all of their cooperative efforts of the Summer Academy and other programs. She then presented some of the parents of students in these programs to share their comments with the board. Following the speakers, the Trustees were presented with Lab Coats with their names embroidered on them in thanks for their support of the Saturday Science Academy and what great things it has done for all those students involved. The Board thanked them for speaking and wished their students well.
6. The next speaker was Barak Tito Matite who spoke briefly on the Students for Global Peace organization and their mission to engage in non-violent methods to promote Global peace. He noted the Constitution Day that was being held in Lower Jewell Room 2325 and their event on September 26th at 11:00 a.m. also in room 2325.
7. There were no communications
8. Under the President's Report Dr. Burke spoke regarding the following issues.
 - Constitution Day being held in room 2326
 - The public hearing of the Racing & Gaming Commission for the United Government
 - *American Executive* Magazine article on KCKCC
 - Technical Education Authority program alignment status
 - Board of Regents matters
 - College Senate Dialogue regarding the college organization structure
Newly elected College Senate officers are Darren Elliott, Chairman of College Senate & Dr. Sue Courtney, Vice-Chair of College Senate
 - Report on 20th day enrollment figures being up by 13% on the main campuses and up 20-25% at the Tech. Ed. Center
9. Dr. Burke introduced Dean Dr. Tamara Agha-Jaffar to give the report for the Associate Provost for Academic Services. She reported on the following subjects:
 - Her appreciation for all involved in enrollment, especially faculty
 - Report on the National Science Foundation grants and Saturday Academy
 - KAN-GO Grant for Business and Continuing Education
 - Success of a TEC student in the Professional Cooking program
 - Letter of Commendation for Richard Gravelle, Auto Collision Instructor at TEC
 - Expansion of the creative writing contest sponsored by the English department to all Wyandotte County high schools
 - The preparation of the Deans Council newsletter to be issued in late September
 - The pursuit by the deans of an initiative with area high schools to offer classes for college credit at the high school locations

Following her report, Dr. Agha-Jaffar introduced Dr. Shirley Wendell to give a presentation on the Nursing & Allied Health Division. Following Dean Wendell's presentation, the Board thanked all those involved for their work and devotion.

10. Dean Brian Bode, Assoc. Provost for Financial & Administrative Services gave his report on the following subjects:
 - Job well done with enrollment
 - Job Fair at the Reardon Center
 - Counseling Center's great job of advising during this semester start, especially with such large numbers of first time students
 - Community Outreach/Women's Resource Center help to students with food pantry
 - Regional Prevention Center's Workshop on AIDS/Sexuality Event
 - School Nurse's aggressive approach toward H1N1 Prevention & Flu Shots
 - Student Athletes
 - Police Officer at the Tech. Ed. Center
 - Community Garden by the Flint Building
 - ARRA First report
 - Welcome back events

11. Ms. Leota Marks, Dean of Human Resources, started her Personnel Report by introducing the three most recently hired Directors. Dr. Shirley Wendell introduced Rob Crane as the new Director of the Wellness Center. Dr. Sangki Min introduced Kaaren Fife as the new Director of Research, and Dean Marks introduced Ms. Cheryl Coleman as Director of Human Resources.

12. Dean Marks referred to the Personnel Information Items as follows:
 - Resignation of Laurie Licata as On-Track ESL Instructor in the Continuing Ed. Division effective August 11, 2009
 - Resignation of Irene Doll as PT Website/Graphics Specialist at the Tech. Ed. Center effective August 21, 2009

13. Dean Marks then requested approval of the following Personnel Recommendations:
 - Approval to employ Michelle McCoy as On-Track Instructor of Language in the Continuing Ed. Division effective August 24, 2009 at the annual salary of \$15,000 (Grant Funded – June 30, 2010)
 - Approval to employ Robert C. Davidson as On-Track Instructor of Math in the Continuing Ed. Division effective August 24, 2009 at the annual salary of \$22,381.00 (Grant Funded – June 30, 2010)
 - Approval to employ Yusaf Al-Hassan as On-Track Instructor of Math in the Continuing Ed. Division effective August 17, 2009 at the annual salary of \$22,940.32 (Grant Funded – June 30, 2010) in addition to employment as Adjunct Instructor

- Approval to employ Cathy L. Rose as Interim Nail Technology Instructor at the KCKCC Tech. Ed. Center effective August 24, 2009 at the annual salary of \$14,194.32
- Approval to employ Willie J. Reed as Coordinator in the Financial Aid Dept. at the Leavenworth Center effective September 1, 2009 at the annual salary of \$31,865.00
- Approval to employ Susan K. White as Director of Practical Nursing at the Tech. Ed. Center effective September 3, 2009 at the annual salary of \$59,103.00
- Approval to employ Tricia A. Schwind as Part Time Instructor of Practical Nursing at the Tech. Ed. Center effective August 17, 2009 at the hourly rate of \$20.72
- Approval to employ Liberty A. Usera as Part-Time On-Track Instructor of Language Arts effective September 8, 2009 at the annual salary of \$7,691.20 effective September 8, 2009
- Approval to employ Dagney J. Pullin as Part Time On-Track Instructor of Language Arts effective August 24, 2009 at the annual salary of \$15,000 (Grant Funded – June 30, 2010)
- Approval to employ Shaunte L. Montgomery as Part Time On-Track Instructor in the Continuing Education Division effective August 31, 2009 at the pro-rated amount of \$8,095.20 for the period of August 31, 2009 – June 30, 2010 (Grant Funded)
- Approval to employ Megan D. Gier as Part Time Wellness & Fitness Center Lifeguard in the Allied Health Division effective August 24, 2009 at the hourly rate of \$10.00
- Approval to employ Sarah B. Parker as Part Time Lifeguard in the Allied Health Division effective August 18, 2009 at the hourly rate of \$10.00
- Approval to employ the following Adjunct Instructors effective August 17, 2009 at the rate of \$715.00 per credit hour:

Denise M. Knowlton	Voice
Vishal H. Patel	Math
Kevin J. Lawson	Chemistry
Arif Joarder	Computer Engineering Tech.
Gary Green	Biology
Mark G. Dudley	Accounting
Donald R. Simon	Business Law
Sarah M.R. Miller	Nursing
Brandi L. Minton	Nursing
- Approval to employ Miranda D. Myer as Adjunct Instructor of Business in the Business & Continuing Education Division effective October 13, 2009 at the rate of \$715.00 per credit hour
- Approval to employ Robin M. Cobbins as Part Time Teacher in the Early Childhood Education Program effective August 10, 2009 at the hourly rate of \$10.05
- Approval to employ Rosalyn N. Berry as Part-Time Substitute Cosmetology Instructor at the Tech. Ed. Center effective September 8, 2009 at the hourly rate of \$20.72
- Approval to employ the following Part-Time Lab Assistants for the MICT program in the Allied Health Division at the hourly rate of \$12.00 :

Craig R. Maleta	September 8, 2009
Curtis C. Shreckengaust	July 29, 2009

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- Approval to employ the following Part-Time Lab Assistants for the EMT program in the Allied Health Division at the hourly rate of \$10.00 :

Kevin M. Pavlich July 28, 2009

- Approval to employ the following Students:

Federal Work Study Students

Velma Carson	Leav. Center
Shimone Coe	Admissions
Marie Dettmer	Duplicating
Linda Fritz	College Nurse
Melvin Gatson	Men’s Basketball
Janeeka Gayden	Leav. Center
Erika Gonzales	Athletics
Katie Hale	Library
Tonnesha Jefferson	Leav. Center
Sharmaine Jones	Wellness Center
Tiara Jones	Wellness Center
Charita Lane	Biology Lab
Stanley Luke	Library
Farhad Malikzada	Student Activities - Game Room
Thomas Mazonna	Leav. Center
Angeline McCarthy	Business Office
Corri Nance	Bookstore
Kizzie Njeu	College Nurse
Malarie Pierson	Music
Simone Polk	Student Services
Jennifer Stephens	Financial Aid
Katrina Watts	District Court Advocate Assistant
Lenise Watts	Honors Office
Bakari Whiting	Student Activities - Game Room
Britney Williams	Nursing Div.
Elizabeth Woods	Early Childhood Education
Jill Young	Recreation Therapy
Augustus Zuo	Child Care

College Funded

Vanessa Brown	Child Care
Hannah Burgess	Wellness
Sharon Chase	Theatre
Sarah Craft	Athletics
Chelsea Crouch	Athletics
Joy Foster	Chemistry Lab
Michael Gonzalez	Leav. Center
Karen Hannah	Theatre
Jonah Hansen	Library
Tyler Harper	Athletics
Lester Herbert	Child Care Center
Phuong Huynh	Student Activities

Ashley Iwanski	Athletics - Volleyball
Malcolm Jefferson	Business Office
Gwon Kim	Rec Therapy
Jordanne Leiker	Athletics - Men's Basketball
Jenny McIntyre	IT Intern
Spencer Meyer	Information Services (intern)
Olivia Oliphant	Library
Nusret Ozakinci	Music
Charla Patrick	Nursing
Ebony Perkins	Business Division
Wallace Rachford	Honors
Codi Schierbaum	Athletics - Softball
Jenyce Spence	Athletics - Softball
Nicole Woods	Journalism

- Revision of retirement date for Debbie Denton as Administrative Assistant to the Dean of Continuing Education from October 31, 2009 to October 2, 2009
- Approval of change in status of employment for Rob Crane from Asst. Director to Director of the Wellness Center effective August 17, 2009 at the annual salary of \$59,103.00
- Approval of change in status of employment for Sandra L. Becker from Title III Project/Activity Secretary to Professional Assistant in the Honors Program effective September 1, 2009 at the annual salary of \$29,000.00
- Approval to employ Deborah Miller in the additional position of Interim Practical Nursing Instructor in the Tech. Ed. Center effective September 3, 2009 at the annual salary of \$37,092.47 for a period of 8 weeks
- Approval to employ Kaaren A. Fife as Director of Institutional Research in Institutional Services Dept. effective September 14, 2009 at the annual salary of \$59,103.00

Trustee Townsend moved to approve the Personnel Recommendations as presented. Trustee Rios seconded. There was discussion regarding the pay to student workers. Following discussion Trustee Rios agreed to amend his second to approve the Personnel Recommendations as presented with the amendment of additional wording as follows: “. . . Recommendations as presented **with the salary in accordance with the guidelines of the federal work-study program.**” Trustee Townsend amended his motion with the change indicated by Trustee Rios. The vote was taken and the motion carried.

14. Dean Bode referred to and requested permission to pay the bills as presented. Trustee Townsend moved to pay the bills as presented. Trustee Rios seconded and the motion carried.
15. Dean Bode referred to the Financial Report and asked for its acceptance. Trustee Breidenthal moved to approve the Financial Report as presented. Trustee Townsend seconded. There was brief discussion concerning the rate and usage numbers. The vote was taken and the motion carried.
16. Dean Bode requested approval of the following Financial Recommendations:

- Approval of payment of \$183,368.41 to Commerce Bank for Visa credit card purchases for August 2009 (Various Funds)
- Approval of payments of \$13,332.40 for May & June 2009 and \$14,288.08 for July 2009 to McAnany, Van Cleave & Phillips for legal services (General Fund)
- Approval of payment of \$22,026.12 to WSKF Architects for YMCA, Royal Ridge, On-Call, and Master Plan architectural services (General Fund)
- Approval of payment of \$38,500.00 to Tegrity, Inc. for renewal of Campus Agreement licensing for 2009-10 for Information Services (General Fund)
- Approval of payment of \$22,814.00 to Assessment Technologies Institute for RN Comprehensive Assessment and Review Programs for Nursing (General Fund)
- Approval of payment of \$79,628.00 to the Unified Government of Wyandotte County/KCK for KCK Police Department 2008 instructor fees (General Fund)
- Approval to purchase 250 Academic Systems Algebra licenses from Plato Learning for 2009-10 for \$22,050.00 for Math (Math Course Fees Fund)
- Approval to purchase renewal of software maintenance for 2009-10 from Datatel for \$20,595.00 for Information Services (General Fund)
- Approval to purchase renewal of Microsoft Campus Agreement licenses for 2009-10 from the KCKCC Bookstore for \$52,272.00 for Information Services (General Fund)
- Approval to purchase renewal of Niagra System Support for 2009-10 from C&C Group for \$19,500.00 for Buildings & Grounds (General Fund)
- Approval to accept the low bid from Xerox Corporation for a 60 month lease/maintenance agreement for \$2,534.21 per month for a Xerox P4127CPC Copier/Printer with Freeflow/Makeready software for Duplicating (Capital Outlay Fund)

2 Bids:

Datamax KC (Canon)	Lenexa, KS	\$2,570.65/mo
Xerox Corporation	Overland Park, KS	\$2,534.21/mo

- Approval to amend the KCKCC Chiller Replacement and Addition project to include relocation of the Wood/Paint Shop by adding 3,000 SF extension to the existing Buildings & Grounds facility. The wood and paint shops were lost in the Print Plant building when the chillers were replaced. We have \$150,000 of State loan funds available. We budgeted an additional \$150,000 in capital. This request allows for additional architectural design and preparation for bids. We will be requesting to trade some land with the church to make room for this addition. (Capital Outlay Fund and State of KS loan funds)
- Approval to dispose of one PlateStream SC platesetter and one ITEK 3985 printing press as surplus equipment by sale to the highest bidder
- Approval to accept the only bid received of \$80,061.52 from Ross's Catering for furnishing meals to the Campus Child Care Center for 2009-10 (Child Care Center Fund)
- Approval to accept the bid of \$39,750.00 from Vaccaro's Piano & Organ for a Baldwin SF10 piano for the Performing Arts Center. The Baldwin piano comes with a lifetime warranty versus 10 year warranty on the others. Our current grand piano is over 30 years old. The additional warranty supports the added cost. (PAC Rental Fund)

3 Bids:

Meyer	Blue Springs, Mo	(Kawai-used 7 ft)	\$35,000.00
		(Kawai-new 6 ft)	\$32,000.00
Schmitt	Overland Park, KS	(Yamaha-new 7 ft)	\$44,985.00
		(Yamaha-used 7 ft)	\$43,985.00
Vacarro's	Lenexa, KS	(Baldwin-new 7 ft)	\$39,750.00

- Approval to accept the low bid of \$10,061.32 from Ferguson Enterprises for 4 Sloan CVR EW72000-MSI 2-Station Sinks for Buildings & Grounds. (Capital Outlay Fund)

3 Bids:

Ferguson	Lenexa, Ks	\$10,061.32
Reeves-Wiedeman	Lenexa, KS	\$12,155.00
Sexauer	Blue Springs, Mo	\$11,627.40

- Approval to accept the low bid of \$127,070.00 from Ed Moore Construction for the construction of a 965 SF support space addition to the Field House. (Capital Outlay Fund)

6 Bids:

Orr Construction	Raytown, MO	\$173,600.00
Vanum Construction	Kansas City, KS	\$162,765.00
Bruner Contracting	KC,MO	\$157,430.00
Rothwell Construction	Blue Springs, MO	\$139,000.00
Herner Construction	St. Joseph, MO	\$138,250.00
Ed Moore Construction	Gardner, KS	\$127,070.00

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

- Under Committee Reports, Trustee Flunder asked that other attendees report briefly about their experiences at the KACCT Quarterly meeting at Butler Community College in Andover, KS. Trustees Ash and Breidenthal gave their reports. Dr. Burke informed the Board that there would be a Technical Education Authority meeting in Topeka on the 23rd of September that they were encouraged to attend and to let his office know if they would be attending.
- Under Unfinished Business, the Chairman addressed the matter of a Board Representative appointment to the College Senate. He noted that he still had reservations and concerns about making the appointment, but that in light of the previous request he would make the appointment for the current school year 2009-2010. Trustee Rios voiced his concerns as well.
- Trustee Rios moved to recess to a break for a period of ten minutes and then enter executive session for the purpose of discussing personnel matters subject attorney client privilege for a time period of 30 minutes. Trustee Townsend seconded and the motion carried.
- At 11:45 a.m. the Board entered executive session.

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21. At 12:15 p.m. the Board entered regular session at which time Trustee Townsend moved to extend executive session for a period of 30 minutes for the purpose of considering a staff grievance, discussing faculty negotiations and the possible acquisition of real estate. Trustee Breidenthal seconded and the motion carried.
22. At 12:45 p.m. the Board reconvened into regular session at which time Trustee Rios moved to deny the grievance of Larry Burney filed February 26, 2009. Trustee Townsend seconded. Following discussion the vote was taken and the motion carried with a note made by Trustee Rios that with the permission of the chairman he asked that the legal counsel be directed to conduct a workshop with the deans concerning proper practice and procedure of the grievance process and to inform the Board chairman when that has been completed. The Chairman agreed to that direction to the college attorney.
23. Trustee Ash moved to adjourn the meeting. Trustee Townsend seconded and the motion carried.
24. The meeting was adjourned at 12:55 a.m.

ATTEST: _____ Chairman

_____ Secretary