

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

October 20, 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: Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, Wendell Maddox, J.D. Rios, and Clyde Townsend. Trustee Donald Ash was not present at this time.

1. The chairman called for approval of the agenda. Dr. Burke requested a change to the order of items placing the approval of the minutes of the September 15 meeting after the executive session under Miscellaneous Business. Trustee Rios moved to approve the agenda with the following amendments and the additional change of moving the approval of the September 15, 2009 minutes to follow the executive session under Miscellaneous Business:

Additions:

X. Personnel

A. Information

6. Resignation of Genaro Navarro as Evening Admissions and Records Technical Assistant effective December 17, 2009
7. Resignation of Shana Burgess as Prevention Specialist I the Regional Prevention Center of Wyandotte County.

B. Recommendations

10. Approval to employ Sandra K. Culig as Part Time Relief Technician in the Enrollment Management & Registrar's Office effective October 24, 2009 at the hourly rate of \$10.05
11. Approval to employ Eileen M. Derks-Wilson as Practical Nursing Instructor at the TEC effective October 26, 2009 at the annual salary of \$40,728
12. Approval of change in status of Jennifer E. Grosko from Lab Assistant in the EMT Program to Lab Assist in the MICT Program effective July 1, 2009 at the hourly rate of \$12.00

XI. Finance

C. Recommendations

22. Approval of payment of \$14,460.00 to Perceptive Software for 2009-10 Image Now software support and maintenance for Information Services. (General Fund)

Trustee Maddox seconded and the motion carried.

Trustee Ash arrived at the meeting at this time (9:05 a.m.)

2. The chairman then called for any patrons or petitioners wishing to address the board. Mrs. Deborah Taylor of the Engineering, Math & Science Division identified herself as representing the Faculty Association and read a letter to the Board concerning the

acknowledgement and compliance of the American Disabilities Act of 1990 as it applies to faculty contract.

The next patron wishing to speak was student, Debbie Michel who spoke representing the Theatre Dept. inviting the Board to attend the upcoming production of *RENT* on October 22-25th at the KCKCC Performing Arts Center. She also displayed her drawing of Barack O'Bama that was for sale.

College President, Dr. Thomas Burke, then relayed the Board's condolences to Dr. Sue Courtney on the death of her husband. Dr. Courtney took a moment to respond with thanks to the Board and college community for their support at this difficult time.

3. There were no communications.
4. Under the President's Report, Dr. Burke reported on the following:
 - A meeting of the House Appropriations Committee and the resulting news that there would be a \$100,000,000 shortage by January 2010.
 - Testimony regarding enrollment figures for all 19 community colleges being up by an average of 9.3% while 4 year universities experienced an average increase of only 1.6%
 - Kansas Board of Regents' concern about the duplication of courses and resources of academic programs
 - Dr. Burke testifying at the Tech Ed Authority hearing on October 21stTrustee Breidenthal mentioned that the plans for the Board retreat should be discussed under the Miscellaneous Business section.
5. Following Dr. Burke's report was Dr. Tamara Agha-Jaffar, Acting Associate Provost for Academic Services on the following, introduced students Felicia Drury and Janie Kurtz that were responsible for the posters of the upcoming Theatre production of *RENT*. The students spoke briefly about their experiences here at KCKCC and the board congratulated them. Dr. Agha-Jaffar continued her report on the following.
 - Introduction of Tom Besgrove, coordinator of Digital Imaging Design, to introduce Felicia Drury and Jamie Shurtz, two KCKCC students in the Digital Imaging Design program responsible for designing the flyers, posters, and announcements for many campus activities.
 - Update on the Oct. 13 KCIA meeting in Topeka
 - Update on College Prep Academy
 - Distribution of September/October Deans Council Newsletter
 - Distribution of Humanities and Fine Arts Calendar
 - Distribution of 3rd Annual Creative Writing Contest flyer
 - Upcoming Theatre Dept. production of *Rent* on Oct. 22-24 at 8:00 p.m. and Oct. 25 at 2:30 p.m.
 - Phi Theta Kappa's participation in Better World Books collection program. Last year, KCKCC PTK ranked #27 out of 567 by collecting 1,282 of the 234,000 books collected for Africa.

- Letter of commendation from the Vietnam Veterans of America for Professor Tom Hall for his service as chair of the VVA's National Post Traumatic Stress Disorder and Substance Abuse Committee.
 - On October 9-11, KCKCC debate and forensics teams hosted our 8th annual Blue Devil Debates with a dozen schools from 5 mid-west states.
 - On October 23-25, KCKCC will be hosting our first college forensics tournament.
 - On October 30-November 1, 2009 KCKCC will host their 4th annual high school debate tournament, and is expecting over 100 teams from 40 high schools in 8 states.
 - On November 5-6, KCKCC will be hosting the Electronic Music Midwest Festival in the PAC.
6. The next report was that of the Acting Associate Provost for Financial & Administrative Services, Dean Brian Bode. He gave a brief report on the following subjects:
- 150 Students in Federal Workstudy jobs
 - November registration for Spring
 - On-line tutoring in the Academic Resource Center
 - 20th Day reports from Institutional Services
 - Title III funding ended in September
 - A purchase request for 87 flat screen monitors
 - KCKCC's winning of the Blue Devil Golf Tournament
 - Volleyball game tonight
 - College Nurse reporting concerns regarding H1N1 flu and vaccines
 - Child Care Center Jump Start & Smart Start Program
 - Student government positions being filled and increased meeting attendance
 - Blood Drive on October 28th in room 2325
 - United Way Campaign
7. Under the Provost's Report, Leota Marks, Dean of Human Resources & Affirmative Action made a report on the Affirmative Action Plan. Following her report there were questions posed to her about the program by Trustees Rios, Flunder & Ash. It was asked that Dean Marks bring responses back to the next meeting.
8. Dean Marks then presented the Personnel Information items X. A 1-7:
- Retirement of Gayle Norton as Admissions Secretary at the Technical Education Center effective January 1, 2010
 - Voluntary separation of Steve Samuels as Adult Education On-Track Instructor in the Continuing Ed. Division effective August 26, 2009
 - Resignation of Melissa Allen as Administrative Assistant to the Dean of Enrollment & Registrar effective October 30, 2009
 - Resignation of Liberty Usera as Continuing Ed. On-Track Instructor effective September 28, 2009
 - Resignation of Linda Clarkson as Director of the Physical Therapy Assistant program effective November 30, 2009

9. Dean Marks then requested approval of the following Personnel Recommendation items X. B 1-12:

- Approval of early retirement for Mattie Oakman as Technical Assistant in the Financial Aid Office effective January 1, 2010
- Approval to employ Denise R. Rankin-McField as Part Time Secretary at the Technical Education Center effective October 12, 2009 at the hourly rate of \$10.05
- Approval to employ the following Adjunct Instructors at the rate of \$715.00 per credit hour:

Miranda Myer	Business	September 14, 2009
Shome S. Brata & Applications	Computer Concepts October 13, 2009	
Rosie M. Littles	Nursing	October 13, 2009
James F. Gardner	Spanish	January 14, 2010
Allyson D. McNitt	English	January 14, 2010
Jennifer L. Newlands	Art History	January 14, 2010

- Approval to employ Pamela Jo Slawson as Part Time On-Track Literacy Instructor in the Continuing Education Division effective September 18, 2009 at the hourly rate of \$18.81
- Approval to employ the following Federal Work Study Students at the rate of \$7.25 per hour (except interns):

Jillian Bond	Counseling
Shawn Culbertson	Concessions
Andrew Egbert	Media Services
Walzel Evans	Wellness Center
Lisa Fields	Child Care Center
Gayden Janeeka	Leav. Center
Rhonda Gregory	Student Services
Thuron Ham	Theatre
Michael Hancock	Athletics
Andrea Hunter	Social Science
Ira Lane	PTA Education
Monica McGlory	CEB
Debra Michel	Social Science
Fred Rucker	Library
Laci Schreiber	Athletics
William Sharp	Baseball
Gary Stewart Jr.	Campus Police
Michael Sylvara	Athletics
Dennis Tinnon	Athletics (coach Tillery)
Isaiah Trammell	Community Schools (tutor)
Thadd Triplett	Theatre
Bakari Whiting	Student Activities
Shaun Williams	Baseball
Vandy Addison	Regional Prev Center
Marquis Bell	Debate
Valecia Bankhead	District 500 tutor

Chris Benson	Training Room
Milton Henry	Concessions
Willetta Johnson	District 500
Charles Kennedy	District 500
Ryan Lewis	Debate
Lashawnda Mathis	Leav. Center
Arnaldo Miranda	Soccer
Dahlia Munoz	Softball
Malcom Pennix	Concessions
Monty Taylor	Men's Basketball
Trenda Wright	District 500

- Approval to employ the following College Funded Students at the rate of \$7.25 per hour (except interns):

Joshua Anderson	Leav. Center
Kelly Arispe	Tutor
Brett Baker	Audio Engineering (Intern \$10.00 per hr)
Wetta Bailey	Music (Dale Shetler)
Dustin Baxter	Audio Engineering (Intern \$10.00 per hr)
Chase Blakemore	Athletics (Track)
Jonas Box	Tutor
Lucas Box	Information Services (Intern \$10.00 per hr)
Jason Browar	Baseball
April Buckner	Volleyball
Chantille Campbell	ARC
Bryan Canady	Wellness
Jerae David	Athletics
Clinton Davis	Media Services
Felicia Drury	Maclab (intern)
Carlos Esparza	Intercultural Center
Vivian Frazier	ARC
Kayla Freeman	Career Center
Dana Gibson	Social Science
Esteffan Gonzalez	Tutor
Libby Graham	Child Care Center
Jalisa Griffin	Nursing
Yazmin Guillen	Humanities
Debora Halvorsen	Wellness
Skylar Hardy	Campus Police
Hannah Heintzelman	Early Childhood Education
Holly Heintzelman	Physical Therapy
Thomas Herrmann	Tutor
Seon Holmes	Media
Nicholas Hower	ARC
Ricky Ideus	Concessions
Deleah Jenkins	Political Science

Jeon Jongjun	Research
Courtney Johnson	Wellness
Sabrina Karanja	Tutor
Camille Kimbrough	Tutor
Kale Kleinsorge	Baseball
Thomas Lorson	Concessions
Marlesha McClendon	Athletics (track)
Joshua McCormick	Art Dept
Joshua Messick	Campus Police
Andre Metoyer	Athletics
Ahmet Ozakinci	Media Services
Sean Phelps	Audio Engineering (intern \$10.00 per hr)
Heather Pruitt	CEB
Annie Rowan	Women's Basketball
Alyssa Rushton	Women's Basketball
Jamie Shurtz	Humanities
Jeniffer Stephens	Financial Aid Office
Katty Vasquez	Foreign Language (Awilda Olson-Nunez)
Cameron Vaughn	Tutor
Justin Walter	Tutor
Jace Waters	Concessions
Dean Whiteside	Concessions
Nate Wilder	Concessions
Nicole Woods	Journalism
Anna Belousova	Women's Basketball
Dejourea Carter	Journalism
Laurie Chenoweth	LRC tutor
Tammy Counts	Faculty Senate
Jessemine Duarte	Social Science
Anna Garcia Villanueva	CEB
Alexis Gatson	Social Science
Renee Halley	LRC Tutor
Katherine Johnson	Library
Tonya Jones	Counseling
Brittany Marshall	Counseling
Vane Omosa	Soc Science
Nordica Owens	LRC tutor
Melanie Phipps	Women's Basketball
Kristyn Russell	Debate
Ronnita Shaw	Journalism
Yanghee Sim	ESOL
Aaron Thomas	Debate
Reon Thomas	Soccer
Lauren Ukleya	Biology Lab
Ashley Wham	LRC Tutor

- Approval of change in status for Kimberly Scott from Technical Assistant in Financial Aid to Class II Secretary for Faculty & Staff Development effective September 21, 2009 at the annual salary of \$25,477.57
- Approval of change in status for Adriana Rios-Ford from Part Time Secretary in the Counseling Dept. to Class II Full Time Secretary in the Counseling Dept. effective October 5, 2009 at the annual salary of \$23,297.00
- Approval of change in status of employment for Joy Cicero from Part Time to Full Time Print Shop Worker in the College Advancement Dept. effective October 1, 2009 at the annual salary of \$18,308.00

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

10. Acting Associate Provost for Financial & Administrative Services, Dean Bode referred to the bills in the Finance Report and requested approval to pay the bills as presented. Trustee Townsend moved to pay the bills as presented. Trustee Breidenthal seconded and the motion carried.
11. Dean Bode requested approval of the Financial Report as presented and pointed out the utility usage portion of the report. Trustee Rios noted that the Finance Committee had reviewed the report and recommended its approval. Trustee Rios moved to approve the Financial Report as presented. Trustee Townsend seconded and the motion carried.
12. Dean Bode referred to the following Financial Recommendations and requested their approval:
 - Approval of payment of \$254,852.66 to Commerce Bank for Visa credit card purchases for September 2009 (Various Funds)
 - Approval of payment of \$19,232.01 to USD 500 Transportation for NYSP Summer 2009 Program and Fieldtrip transportation (NYSP Fund)
 - Approval of payment of \$11,983.00 to McAnany, Van Cleave & Phillips for legal services for August 2009 (General Fund)
 - Approval of payment of \$13,293.30 to WSKF Architects for architectural services for five capital projects (General Fund)
 - Approval of payment of \$10,414.83 to WTCox Subscriptions for the renewal of journal subscriptions for the Library (General Fund)
 - Approval to purchase a 5 Year Pediatric Hal patient simulator for \$33,656.37 from Gaumard Scientific for EMTC (Sole Source) (Perkins Fund)
 - Approval to purchase a Zoll E Series ACLS Manual Defibrillator with Advisory capability for \$15,439.00 from Zoll Medical for EMTC (Sole Source) (Perkins Fund)
 - Approval to purchase a Maquet Servo-I Ventilation System for \$30,114.50 from Maquet, Inc. for Respiratory Therapy (Sole Source) (Perkins Fund)
 - Approval to purchase 80 Dell UltraSharp 1908FP monitors for \$14,168.00 from Dell Computers, Inc. for Information Services (Sole Source) (State of Kansas Contract) (General Fund)

- Approval to purchase 25 Dell OptiPlex 960MT computers for \$45,311.25 from Dell Computers, Inc. for TEC-Machine Technology (Sole Source) (State of Kansas Contract) (TEC Fund)
- Approval to purchase a Dell PowerEdge M610 Blade Server for \$20,375.66 for Tegrity system service for Title III (Sole Source) (State of Kansas Contract) (Title III Fund)
- Approval to purchase renewal of Property/Liability/Crime/Equipment/Auto insurance for 2009-10, effective November 15, 2009, for \$148,270 from EMC Insurance Co. (General Fund) (**Attachment A**)
- Approval to purchase 10 Olympus CX31 student microscopes for \$17,679.10 from Hitchfel Instruments for Title III (Sole Source) (Title III Fund)
- Approval to purchase winter maintenance on a York reciprocating chiller and a McQuay air cooled chiller for \$14,894.00 from Design Mechanical, Inc. (General Fund)
- Approval to purchase a Liebert DS Precision Cooling System; Nominal 077kW (22 ton) Air Cooled Upflow System for \$35,569.00 from Innovative Technology Solutions/Liebert Corporation, Inc. for Buildings & Grounds (Sole Source) (Capital Outlay Fund)
- Approval to accept the low bid of \$23,025.05 from Rigdon Floor Coverings for carpet installation in Flint, Jewell, and Humanities (Capital Outlay Fund)

3 bids:

Rigdon	Kansas City, KS	\$23,025.05
Bell	Kansas City, KS	\$26,997.50
Seifert's	Bonner Springs, KS	\$28,763.26

- Approval to accept the low bid of \$16,500 from The Energy Savings Store for installation of a Southwest Windpower Skystream 3.7 Wind Turbine for the Technical Education Center (TEC Capital Outlay Fund)

2 bids:

Energy Savings Store	Lenexa, KS	\$16,500.00
Santa Fe Wind	Gardner, KS	\$18,667.00

- Approval to accept the low bid of \$33,956.40 from B&J Food Service for a Hobart CL44E conveyor dishwasher and a Salvajor 300SM disposal system for the Technical Education Center (TEC Capital Outlay Fund)

3 bids:

B&J	Kansas City, KS	\$33,956.40
Hockenbergs	Lenexa, KS	\$35,291.45
Sysco	Olathe, KS	\$38,630.00

- Approval to accept the low bid of \$26,568.41 from Shawnee Mission Ford for a 2010 Ford Fusion Hybrid for the Technical Education Center (TEC Capital Outlay Fund)

3 Bids:

Shawnee Mission Ford	Shawnee, KS	\$26,568.41
Laird-Noller Ford	Topeka, KS	\$26,749.95
Danny Zeck Ford	Leavenworth, KS	\$26,840.00

- Approval to accept the low bid of \$19,300 for a HELI CPYD20C-TY forklift from Oram Material for the Technical Education Center (TEC Capital Outlay Fund)

2 Bids:

Oram	Kansas City, KS	\$19,300.00
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Van Keppel Kansas City, KS \$20,786.85

- Approval to accept the bid of \$49,500 from HECO, Inc. for fence removal and demolition of the YMCA building (Capital Outlay Fund)

7 Bids :		Base	Fence
HECO, Inc.	Liberty,Mo	\$47,000	\$2,500
Harvey Brothers	KC,KS	\$66,500	\$0
Green Deconstruct	KC,Mo	\$79,000	\$500
Kaw Valley	KC,KS	\$85,935	\$11,000
George Shaw	KC,Mo	\$155,924	No Bid
Midland	Lenexa,KS	\$158,800	\$3,100
AF Van Fleet	KC,KS	\$223,000	\$3,000

Trustee Townsend moved to approve the recommendations as presented. Trustee Rios seconded. There were questions and discussion regarding the destruction of the YMCA buildings, purchase of wind turbines for training at the Tech. Ed. Ctr., and the expense of liability coverage. The vote was taken and the motion carried.

- Next were committee reports. Trustee Rios gave a report of the Finance Committee. Trustee Daniels reported on the Policy Committee and submitted the Identity Theft Prevention policy required by the federal government. Dean Bode explained the policy and that it was a compilation of rules of community colleges and that it was referred to as the “Red Flag Rules”. This was submitted for first reading. Trustee Townsend moved to accept the policy for first reading. Trustee Breidenthal seconded and the motion carried.
- Trustee Daniels referred to the draft of the Prohibited Weapons Policy which would be applied to everyone on campus. Trustee Rios moved to accept the policy for first reading with review by college legal counsel for further adjustment. Trustee Maddox seconded and the motion carried.
- There were reports on the ACCT/AACC Leadership conference recently attended by Trustees Ash, Breidenthal, Flunder and Rios. At the end of the report it was noted that next year’s conference would be in Toronto.
- The next topic was the Board Retreat date to be established. It was decided that the retreat would be planned and Susan Lindahl would be asked to facilitate it, and that it would be held at the downtown Hilton after the first of the year.
- Trustee Townsend moved to enter executive session for the purpose of discussing the September 15th minutes, personnel matters, possible acquisition of real estate, and faculty negotiations for a period of 30 minutes with possible action to follow. Trustee Ash seconded and the motion carried.
- The Board recessed at 10:50 a.m. for a 5 minute break before entering executive session.
- The board entered executive session at 10:55 a.m.

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20. Regular session reconvened at 11:24 a.m. and Trustee Rios moved to approve the minutes of the September 15th Board Meeting with the amended wording “considering a staff grievance” added to #21. Trustee Townsend seconded and the motion carried.
21. Trustee Rios moved to adjourn the meeting. Trustee Maddox seconded and the motion carried.
22. The meeting adjourned at 11:25 a.m

ATTEST: _____ Chairman
_____ Secretary