

KANSAS CITY KANSAS COMMUNITY COLLEGE

Public Budget Hearing and Board of Trustees Meeting

August 11, 2009

The annual Budget Hearing of the Board of Trustees was called to order at 9:00 a.m. in the Board Conference Room at the College by the Chairman Ray Daniels. Roll call indicated the following trustees present: Don Ash, Cathy Breidenthal, Dr. Ray Daniels, Wendell Maddox, and Clyde Townsend. Trustees Mary Ann Flunder and J.D.Rios were absent.

1. Mr. Brian Bode, Dean of Financial & Administrative Svcs., referred to Attachment A of the Agenda regarding the proposed Budget for 2009-2010. The Chairman called for public comments regarding the proposed budget as published. There were none. The Chairman then called for any comments from the Board of Trustees. There were none. Dr. Thomas Burke, College President, noted that by holding the mill levy at the same rate, they were actually decreasing the taxes by approximately seven percent. At this time the chairman called for the motion to approve the 2009-2010 Budget as presented. Trustee Townsend moved to approve the 2009-2010 Budget as presented. **(Attachment 1)** Trustee Maddox seconded and the motion carried.
2. Trustee Townsend moved to close the budget hearing. Trustee Maddox seconded and the motion carried.

The Chairman adjourned the public budget hearing at 9:03 a.m.

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

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Board of Trustees Meeting

August 11, 2009

The regular monthly meeting of the Board of Trustees was called to order at 9:03 a.m. in the Board Conference Room at the College by the Chairman Ray Daniels. Roll call indicated the following trustees present: Don Ash, Cathy Breidenthal, Ray Daniels, Wendell Maddox, and Clyde Townsend. Trustees J.D.Rios and Mary Ann Flunder were absent.

1. The chairman called for any amendments to the Agenda. Dr. Burke presented 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**

B. Recommendations

4. Approval to employ the following part time Instructors for Continuing Education Non-Credit classes:

Stephanie Marquez	Revise/Edit Brochure	\$320.00
Stephanie Marquez	Assist DEW	\$2,220.00
Stephanie Marquez	Community Spanish	\$600.00
Kaoutar Yartaoui	Convers. Iraqi Arabic	\$2,052.00

5. Approval to employ the following part time Lab Assistants for the EMT program in the Allied Health Division at the rate of \$10.00 per hour:

Roxanne J. Buck	July 28, 2009
Justin S. Legris	July 28, 2009
Delbert W. Simmons	July 28, 2009
Patrick A. Bruce	July 28, 2009
Kyle D. Cochran	July 29, 2009
Christina A. Akins	July 29, 2009
Amber M Hendrickson	July 29, 2009
Shawn M. Holland	July 29, 2009
David M. Purnell	July 29, 2009

6. Approval to employ the following part time Lab Assistants for the MICT program in the Allied Health Division at the rate of \$12.00 per hour:

Stacy J. Jones	July 29, 2009
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7. Approval to employ the following Adjunct Instructors effective August 17, 2009 at the rate of \$715.00 per credit hour:

Donald R. Simon	Social & Behavioral Sciences
William D. McKeel	EMT
Scott P. Blasco	Music Technology
Julia E. Chappel	Business Math
Christina L. Kitson	ESOL
David D. McIntire	Music

8. Approval to employ Nancy C. Coleman as Director of Human Resources effective August 17, 2009 at the annual salary of \$59,103.00

9. Approval of change in status of employment for Dan Winterringer from Part-Time Campus Police Officer to Temporary Interim Full Time Campus Police Officer effective August 1, 2009 at the annual rate of \$31,516.00

10. Approval of change in status of employment for Johnny Chambers from Adjunct Instructor in the Math, Science & Technology Division to Academic

Support Facilitator at the KCKCC Tech. Ed. Center effective August 10, 2009 at the annual salary of \$40,728.99

11. Approval to employ James R. White as Media Distribution Technician/Master Control Operator in Media Services Dept. of the Information Services Division effective August 17, 2009 at the annual salary of \$25,665.00

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

2. Trustee Townsend moved to approve the minutes of the July 14, 2009 Board of Trustees meeting. Trustee Breidenthal seconded and the motion carried.
3. Under the Patrons and Petitioners portion of the meeting, Mr. Bob Evans of the Wyandotte West gave a brief presentation on the new 48 page weekly publication that would be coming out on September 5, 2009 called WYCO Champions. This publication would be highlighting youth from the age groups of T-Ball through University age in the Wyandotte County area. Mr. Evans then invited the Board members to come to the kick-off event on August 12<sup>th</sup> and asked that at the end of the meeting they let him know the number wishing to attend.
4. The chairman continued with the audience to patrons and petitioners with the appearance of third semester students from the Respiratory Therapy Program. The students were Laura Johnson and Amy Marvel. Ms. Johnson was speaking regarding a letter that had been sent to the College President, Provost and Dean of Nursing & Allied Health Division approximately three weeks ago and had not been responded to. It was suggested by legal counsel that this matter be discussed in executive session due to the naming of individuals of the college. The chairman requested that the students please wait to address the issues in the executive session portion of the meeting and they responded that they would.

The chairman asked if there were any other patrons or petitioners wishing to address the Board. Respiratory student, Mahin Jouya, spoke regarding her issues with the program director and instructors. At this time legal counsel advised to take this matter up in executive session also. The chairman requested that Ms. Jouya please wait to address the issues in the executive session portion of the meeting and she responded that she would.

5. The chairman called for any communications to the Board. There were none.
6. The next item was the President's Report. Dr. Burke spoke briefly regarding the following items:
  - Increased enrollment for Fall 2009 semester, and addition of course sections
  - Interviews about public programming concerning EMT & Nursing programs
  - Annual KACCT Retreat in Andover on September 11 & 12
  - The letter from Commissioner Pat Petty requesting that KCKCC contact legislators requesting that 1/8 cent of the tax increase to be allocated for the Dotte Promise program

7. Dr. Burke then introduced the Edwardsville City, Manager Mike Webb, and Mayor Tiny McTaggart to speak regarding their proposal of the interlocal agreement for their neighborhood revitalization program. Following the presentation, Dr. Burke recommended that the Board of Trustees approve this proposal. Trustee Townsend moved to approve the proposal as presented. Trustee Ash seconded. There was discussion. The vote was taken and the motion carried.
  
8. The next report given was by the Acting Assoc. Provost for Academic Services, Dr. Tamara Agha-Jaffar. Dr. Agha-Jaffar noted that the recent graduation on July 31<sup>st</sup> of the Biomanufacturing Certificate program students. Due to the strict entrance and curriculum requirements, there were only 6 qualified applicants and all 6 took and passed the certification test following the program. Dr. Agha-Jaffar reported on the visit from the Kansas Board of Regents representatives recently, the debate workshop being held on August 3-7 with the subject being “poverty”, and the Deans Council Newsletter project under consideration.
  
9. The next report was the Personnel Report given by Leota Marks, Dean of Human Resources. She noted the following Personnel Information Items:
  - Resignation of Araina Swinton as On-Track Instructor in the Continuing Ed. & Community Svcs. Division effective August 10, 2009
  - Resignation of Gregory Bradley as Part Time Campus Police Officer effective July 13, 2009
  
10. Dean Marks then presented the following Personnel Recommendations:
  - Approval to employ Lucinda M. Sawyer as Technical Assistant in the Admissions & Records Dept. effective July 28, 2009 at the annual salary of \$23,297.00
  - Approval to employ the following Adjunct Instructors at the rate of \$715.00 per credit hour effective August 17, 2009:

Angela M. Biondo	Composition	
Rhonda L. Charlett	Spanish	
Kurt L. Christensen	Economics	
Sally C. Marang	Psychology	
Kathryn J. Brewer	Psychology	
Sharon L. Nelson	Psychology	
Michael D. Blair	Psychology	
Alida M. Todd	Strategies	
Norma I. Porcel	Spanish (& current PT Relief Secretary pos.)	
  - Approval of change in status of employment for Julia Bichelmeyer from 212 Faculty/Director of Wellness to 182 Day Faculty at the annual salary of \$52,365.84
  - Approval to employ the following part time Instructors for Continuing Education Non-Credit classes:

Stephanie Marquez	Revise/Edit Brochure	\$320.00
Stephanie Marquez	Assist DEW	\$2,220.00
Stephanie Marquez	Community Spanish	\$600.00
Kaoutar Yartaoui	Convers. Iraqi Arabic	\$2,052.00

- Approval to employ the following part time Lab Assistants for the EMT program in the Allied Health Division at the rate of \$10.00 per hour:
  - Roxanne J. Buck July 28, 2009
  - Justin S. Legris July 28, 2009
  - Delbert W. Simmons July 28, 2009
  - Patrick A. Bruce July 28, 2009
  - Kyle D. Cochran July 29, 2009
  - Christina A. Akins July 29, 2009
  - Amber M Hendrickson July 29, 2009
  - Shawn M. Holland July 29, 2009
  - David M. Purnell July 29, 2009
- Approval to employ the following part time Lab Assistants for the MICT program in the Allied Health Division at the rate of \$12.00 per hour:
  - Stacy J. Jones July 29, 2009
- Approval to employ the following Adjunct Instructors effective August 17, 2009 at the rate of \$715.00 per credit hour:
  - Donald R. Simon Social & Behavioral Sciences
  - William D. McKeel EMT
  - Scott P. Blasco Music Technology
  - Julia E. Chappel Business Math
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- Approval to employ Nancy C. Coleman as Director of Human Resources effective August 17, 2009 at the annual salary of \$59,103.00
- Approval of change in status of employment for Dan Winterringer from Part-Time Campus Police Officer to Temporary Interim Full Time Campus Police Officer effective August 1, 2009 at the annual rate of \$31,516.00
- Approval of change in status of employment for Johnny Chambers from Adjunct Instructor in the Math, Science & Technology Division to Academic Support Facilitator at the KCKCC Tech. Ed. Center effective August 10, 2009 at the annual salary of \$40,728.99
- Approval to employ James R. White as Media Distribution Technician/Master Control Operator in Media Services Dept. of the Information Services Division effective August 17, 2009 at the annual salary of \$25,665.00

Trustee Townsend moved to approve the Personnel Recommendations as presented. Trustee Breidenthal seconded and the motion carried.

11. Dean Bode requested payment of the bills as presented. He corrected the figure total to \$1,733,938.52 (instead of \$3,255,647.83). Trustee Townsend moved to approve payment of the bills as presented. Trustee Maddox seconded. Following discussion the vote was taken and the motion carried.
12. Dean Bode presented the Financial Report for approval. Trustee Townsend moved to accept the Financial Report as presented. Trustee Breidenthal seconded and the motion carried.

13. Dean Bode presented the following financial recommendations for approval:

- Approval of payment of \$217,068.50 to Commerce Bank for Visa credit card purchases for July 2009. (Various Funds)
- Approval of payment of \$10,114.87 to Condensed Curriculum International for instructor salaries, books, materials, and curriculum for the Summer 2009 Pharmacy Technician class for Continuing Education. (Community Services Fund)
- Approval to purchase 20 individual user licenses from Datatel for Information Technology for \$11,680.00. (Capital Outlay Fund)
- Approval of payment of \$11,055.00 to ProQuest LLC for the 2009/10 renewal of ProQuest Central database licensing for the Library. (General Fund)
- Approval of renewal of AT&T Greater Kansas City Yellow Pages advertising for 2010 for \$11,868.00. (General Fund)
- Approval to accept the low bid of \$34,192.41 from Professional Video Supply for three Sony PMW-EX3 Exmor HD CMOS camcorders and accessories for Media Services. (Capital Outlay Fund)

2 Bids:

Professional Video Supply	Overland Park, Ks	\$34,192.41
B&H Photo	New York, NY	\$35,214.00

Trustee Ash moved to approve the financial recommendations as presented. Trustee Townsend seconded and the motion carried. There was discussion regarding the current status of projects on campus such as the re-roofing of the Flint Tech. Bldg., the Garden project outside of the Flint Bldg. and the recent permit and zoning hearing.

14. The next order of business was Committee Reports. Trustee Ash of the Site Planning Committee did not have anything new to report. Trustee Ash said that the requests for architects to present their ideas for vestibules and entrances to the west entrance of the Jewell Bldg. for the purpose of energy conservation and focal points for entering the campus will be sent out in the near future. Dean Bode noted that these were not quotes, just idea proposals.
15. Trustee Daniels reported that the Finance Committee only met regarding the finance recommendations for this month's agenda.
16. Chairman Daniels reminded the Board that the draft of the Policy on Standing Committees for the Board was submitted for first reading at the August 4<sup>th</sup> meeting. He asked for any further discussion on this policy and recommended its approval. Trustee Breidenthal moved to adopt the revised Policy on Standing Committees to the Board of Trustees Policy & Procedures Handbook. Trustee Townsend seconded and the motion carried. **(Attachment 2)**
17. The Chairman handed out a complete list of the Board Committee Appointments for information purposes and asked that only those having serious concerns about the appointments contact him with those concerns. There was discussion of the representative position to the College Senate. The Chairman explained that he had many concerns with a Board member serving on a faculty or staff committee due to the possible restriction of conversation of the committee. It was decided that this issue would be brought up for discussion at the September Board meeting.

18. Trustee Townsend moved to enter executive session for a period of 45 minutes 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. Trustee Maddox seconded and the motion carried. The chairman allowed five minutes to clear the room at 10:00 a.m.
19. Executive session commenced at 10:05 a.m.
20. Executive session was extended at 10:50 a.m. for a period of 30 minutes.
21. At 11:20 a.m. executive session broke for 10 minutes.
22. At 11:30 a.m. executive session reconvened and extended for 5 minutes.
23. At 11:35 a.m. the Board reconvened in regular session. At this time Trustee Townsend moved to uphold the termination of the 2009-2010 employment contract for Blake Hughes as full time On-Track Instructor in the Business & Continuing Ed. Division effective August 7, 2009. Trustee Maddox seconded and the motion carried.
24. Trustee Ash moved to adjourn the meeting. Trustee Townsend seconded and the motion carried.

The meeting adjourned at 11:36 a.m.

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

\_\_\_\_\_ Secretary