

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

January 18, 2011

The regular monthly meeting of the Board of Trustees was called to order at 8:00 a.m. in the Board Conference Room at the College by Trustee Ray Daniels. Roll call indicated the following Trustees present: Donald Ash, Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, Wendell Maddox, J.D. Rios, and Clyde Townsend.

1. Following attendance roll call, Dr. Burke noted that there were two amendments to the agenda as follows:
 - Removal of item XIII A. Discuss Kansas City Consensus proposal
 - Move XIII C. Executive Session to follow item IX. Personnel Report and precede item X. FinanceTrustee Rios moved to approve the Agenda with the changes as presented. Trustee Townsend seconded and the motion carried.
2. Trustee Rios moved to approve the Minutes of the December 14, 2010 Board Meeting. Trustee Maddox seconded and the motion carried.
3. There were no patrons or petitioners wishing to address the Board.
4. Under Communications, Dr. Burke read a letter from Cross-Lines Community Outreach, Inc. thanking the college for allowing use of its facilities and personnel to accommodate the Cross-Lines Christmas Store in December.
5. Under the President's Report, Dr. Burke gave updates on the following:
 - KACCT/COP's New Legislators Briefing held on January 11th in Topeka
 - KBOR meeting to be held on Wednesday & Thursday January 19 & 20 and subjects of Funding Formula and Analysis of the Governor's Budget included for discussion
 - Kansas Workforce Summit to also be held on Wednesday & Thursday January 19 & 20
 - Wyandotte County Historical Society & KCKCC Media Services joint video project celebrating the 150th anniversary of the Wyandotte Convention to be held Jan. 27th
 - KCKCC Advancement Council's first meeting to take place on Jan. 31 at 4:30 p.m. at the Conference Center by the pond
 - The passing of Sammie Ward, retired professor in the Business Division
6. Under the Provost's Report, Dr. Tamara Agha-Jaffar gave updates on the following:
 - Administrative Welcome for Faculty & Staff held on January 10th which included a review of the college's sexual harassment policy in the morning and a Brainstorming session sponsored by college senate which was led by Dr. Sue Courtney and the Institutional Research Dept.

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- Enrollment session was said to have gone well but there are no numbers available yet.
 - Provost/Faculty welcome session on January 14th had approx. 150 in attendance.
 - The AAS Technical Studies degree has been submitted to the Kansas Board of Regents for approval.
 - The Hybrid & Electrical Vehicle Certificate program has been officially submitted to the KBOR and is currently undergoing the approval process.
 - The 2011-2013 Performance Agreements have been approved by the KBOR and they will be posted on KCKCC website.
7. Under the Vice President's Report, Brian Bode gave updates on the following:
- Enrollment Management Division – tutor requests, campus visits, students on financial aid exclusion, enrollment numbers due to Web Advisor
 - Leavenworth Center – new student- owned coffee center in the lounge
 - HEART Program – had 17 students attend briefing
 - Student Services – so far men's basketball team in first place, and women's basketball team in third place
 - Tax Preparation for Senior Citizens will be available from Feb. 1 – April 14 on Tuesdays and Thursdays
 - Community Outreach providing endowment scholarships to students
 - Upcoming Safety Seminar by College Nurse
 - Career Center participating in Career Fair for the Science Field jobs on January 26
 - New Student Organization to deter substance abuse (Impulse)
 - February 8th Speaker in the Intercultural Center
 - In-service speaker on the subject of retention
 - IT IS working on backup and recovery system update and I-Phone test with Datatel info for no cost to students
 - Media Services working on Chanel 17, Open Mic and Academic Symposium
 - Finance status on rebate from usage of college VISA was \$20,217
 - Continuing Education - Book-lending program "Our Shelf to Yours" to raise funds through the sale of books on E-Bay
- Trustee Flunder had a question regarding transcript requests and notification of financial holds.
8. Under Personnel Report, Dean Leota Marks presented the following information items:
- Resignation of David L. Knopp as Director of Assessment effective December 21, 2010
 - Resignation of Judith A. Tubbs as Nursing Instructor effective December 20, 2010
9. Trustee Townsend moved to enter executive session for a period of ten minutes for the purpose of discussing personnel to protect the privacy rights of the individual to be discussed. Trustee Rios seconded and the motion carried at 8:35 a.m.
10. Regular session reconvened at 8:45 a.m. at which time Dean Marks then presented the following Personnel Recommendations for approval:

- Approval to uphold the termination of David Ntete as Custodian/Floor Technician in the Bldgs. & Grounds Division effective January 7, 2011
- Approval to employ Chelsea E. Rhodes as FT Adult Ed. Instructor of Parent Literacy in the Continuing Ed. Division at the rate of \$11,607.33 for the period of January 3, 2011 – May 26, 2011 (Grant Funded Position)
- Approval to employ Megan C. Johnson as FT Adult Ed. Instructor in the Continuing Ed. Division at the rate of \$14,742 for the period of January 3, 2011 – June 30, 2011 (Grant Funded Position)
- Approval to employ the following Adjunct Instructors at the rate of \$722.00 per credit hour effective January 10, 2011:

Krista L. Jobson	Music
George T. Williams	Business Law
Gustavo A. Aybar	Spanish
Peters E. Omoregie	Geography
Thomas F. Weso	Sociology
Jennifer A. Moder	Music
Andrea J. Brancato-Vovk	Foreign Language
Aftab Merchant	Biology
Gregory A. Dedrick	Speech
Naseer A. Dari	Math & Science
Kazem A. Naser	ESOL
Luz I. Shriner	Spanish
SeifAllah Cristobal	Theatre
John F. Trembl, Jr.	Biology
Eric S. Smith	Math

- Approval to employ Julia L. Karrick as PT Wellness Staff/Lifeguard in the Allied Health Division effective January 10, 2011 at the hourly rate of \$10.10
- Approval to employ the following part time Instructors for the Continuing Education Non-Credit classes:

INSTRUCTOR	CLASS	START/EN D DATE	SALARY
Maya Zahira School of Belly Dance	Beginning Belly Dance Belly Dance Aerobics	11/1 – 12/6/10 11/1 – 12/6/10	\$245.00 315.00
Joyce McMahon	End of Life Issues for Healthcare Professionals (Processed through Payroll)	11/1 – 12/13/10	240.00
James Hathaway	Driver’s Education (Processed through Payroll)	10/5 – 11/4/10	3480.00
Charlotte	Floral Design –	9/1 –	937.50

Batrez	Holiday Extravaganza	12/15/10	
Irene Breedlove	Yoga for Personal Health	10/26 – 12/16/10	350.00
Jim Hathaway	Driver’s Education (Processed through Payroll)	11/9 – 12/16/10	1320.00

- Approval of change in status of employment for Shannon R. DiMaggio from Technical Asst. at the Leavenworth Center to Administrative Assistant to the Provost effective January 3, 2011 at the annual salary of \$27,158.12
Trustee Rios moved to approve the personnel recommendations as presented. Trustee Maddox seconded and the motion carried.

11. Mr. Bode presented the bills for payment. Trustee Rios moved to pay the bills as presented. Trustee Maddox seconded and the motion carried.

12. Mr. Bode presented the Financial Report. Trustee Maddox moved to accept the Financial Report as presented. Trustee Breidenthal seconded and the motion carried.

13. Mr. Bode presented the following Finance Recommendations for approval:

- Approval of payment of \$260,605.06 to Commerce Bank for Visa credit card purchases for November 2010. (Various Funds)
- Approval to purchase Barracuda Message Archiver 850 software for our Information Services Dept with one year Energizer updates. This purchase will provide an E-mail storage appliance to Alexander Open Systems, Inc for \$27,842.52. Sole source for compatibility with current systems.(General Fund)
- Approval to purchase a BEX Data Protection software for our Information Services department. This purchase will provide a backup for Data files for \$52,970.37 to Peak Uptime Inc. Sole source for compatibility with current systems. (General Fund)
- Approval to purchase a complete audio sound system for the gymnasium from AVI Systems for \$31,579.00. (Capital Fund)

AVI \$31,579.00
MEI \$41,811.00

- Approval to purchase a Radio Frequency Identification system (RFID) for the library from the 3M Company for \$34,750.00. This is a security and asset tracking system to curtail theft.(Capital Fund)

3M \$34,750.00
ITG \$35,221.10
Bibliotheca \$35,645.00

- Approval to contract with TED Systems for installation of fire and security alarms and systems in the Police Academy. \$65,625.00 sole source contract with provider of same service to main campus. (Capital Fund)
- Approval to renew HVAC system support maintenance contract with C&C Group for \$20,750.00 for 2011. (General Fund)

- Approval to contract with Gerber Moving & Storage for services for the relocation of the Technical Education Center. Their \$363,000 proposal is considered the best and most complete. Proposals were received from:

Creative Glass Etching and Beltman Group, Kansas City, KS and Lenexa, KS:	\$234,876.00
Gerber Moving and Storage, Bonner Springs, KS	\$363,000.00
Daniels Moving & Storage, Grandview, MO,	\$364,000.00
Fry-Wagner Moving & Storage, Lenexa, KS	\$398,450.00
Coleman American Moving Services, Shawnee, KS	\$475,000.00
Studdard Moving & Storage, Leavenworth, KS	\$559,850.00
Superior Moving & Storage, Kansas City, MO	\$673,731.10

Trustee Townsend moved to approve the recommendations as presented. Trustee Breidenthal seconded. Trustee Rios noted that the Finance Committee had reviewed the recommendations and approved. The vote was taken and the motion carried.

14. Reports of Committees:

- Trustee Maddox spoke regarding the acquisition of iPad computers for Trustee use. There was brief discussion and due to the need for wireless networks, it was decided that the Dean of Information Services, Baz Abouelenein would make a presentation at the February 15th board meeting to assist in the decision on this possible purchase.
- Trustee Breidenthal commented on the upcoming first meeting of the College Advancement Council at the Conference Center on January 31st at 4:30 p.m.

15. There was no unfinished business.

16. The Board then entered review of Section I of the Trustee Handbook with College Attorney, Deryl Wynn leading the discussion. Following the review it was noted that the next section to be reviewed would be Section IV C. Conflict of Interest. Trustee Rios moved to adjourn the meeting. Trustee Townsend seconded and the motion carried.

The meeting adjourned at 9:45 a.m.

ATTEST: _____ Chairman

_____ Secretary