

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

March 15, 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. College President, Dr. Burke presented the following amendments to the agenda:

Addition(s):

IX. Personnel

B. Recommendations

8. Approval to employ the following PT Instructors for Continuing Education

Non-Credit classes:

Joyce McMahon	End of Life Issues for Healthcare Professionals	\$240.00
Joyce McMahon	Ergonomics 101 for Occupational Therapists	\$337.50
Joyce McMahon	A Review of the Shoulder for Healthcare Professionals	\$480.00
Joyce McMahon	Ethical Boundaries for Occupational Therapists and Allied Health Professionals	\$120.00
Rachel Keck (Excellerant, Inc.)	Just Once Piano for Busy People	\$90.00

Change(s):

XIII. Miscellaneous Business

- B. Consideration of **employment** of presidential search consultant

Deletion(s):

XIII. Miscellaneous Business

- C. Consideration of use of a Community Survey

- D. Review of the Trustee Handbook (postponed until April Meeting)

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

2. Trustee Rios moved to approve the minutes of the Special Board of Trustees Meeting on February 11, 2011. Trustee Maddox seconded and the motion carried.
3. Trustee Rios moved to approve the minutes of the Regular Board of Trustees meeting on February 15, 2011. Trustee Maddox seconded and the motion carried.
4. Trustee Townsend moved to approve the minutes of the Special Board of Trustees Meeting on February 18, 2011. Trustee Maddox seconded and the motion carried.
5. Trustee Ash moved to approve the minutes of the Special Board of Trustees Meeting on February 28, 2011. Trustee Breidenthal seconded and the motion carried.

6. The Chairman welcomed any Patrons or Petitioners wishing to address the Board. Stacy Tucker, Director of the Honors Program & Phi Theta Kappa, introduced some of the students representing Phi Theta Kappa at the recent PTK Regional Convention. They presented Dr. Burke with the Kansas Region Distinguished College President Award and Mu Delta Chapter Appreciation Award and thanked him for all of his years of service and support for the Mu Delta Chapter of Phi Theta Kappa.
7. There were no communications to the Board.
8. Under the President's Report, Dr. Burke reported on the following:
 - Emporia State University report on the performance of KCKCC transfer students
 - Spring Break on March 21-25th
 - Legislative issues and House Bills
 - KBOR Meetings on March 16 & 17
9. Under the Provost's Report, Dr. Agha-Jaffar started her report by requesting approval of the class fees for 2011-2012. Discussion followed the explanation of the course fee listing given to the Board, Trustee Maddox moved to approve the course fees for 2011-2012 as presented. Trustee Breidenthall seconded and the motion carried.
10. Dr. Agha-Jaffar continued her report with updates on the following:
 - Marvin Hunt reported on the Workforce Summit in DC
 - TAACCCT grant
 - Dept. of Labor Grant up to \$5 million
 - Consortium with K-State and Manhattan Area Technical College
 - Hosting a meeting with consortium on Friday, March 18 (about 45 people in attendance)
 - Marvin talked about direction of grant
 - Kansas Hunger Dialogue on March 10 and 11
 - The Hybrid and Electric Vehicle program will be approved at tomorrow's KBOR meeting
 - The application to HLC to request permission to relocate our auto technology and auto collision programs to the new location for classes starting in August has been submitted
 - The AAS in Technical Studies should be approved by KBOR by June
 - Revision of the college catalogue
 - Updating and revision of syllabi by academic divisions should be complete by the end of this semester.
 - Deans Council is in the process of reviewing the results of the brainstorming session conducted by College Senate on the Climate Survey.

- Our Jazz band and Jazz combo received #1 ratings for both groups in the Pittsburg State Jazz festival (12th year in a row); and in KU Jazz Festival for 2nd year in a row (only 2nd appearance)
 - Dr. Ewa Unoke received a letter of acknowledgement from Dr. Patterson, Bradlee Professor of Government and the Press at the John F. Kennedy School of Government/Harvard University for his contribution to a new text, *We the People*.
 - Dr. Ewa and KCKCC have also been mentioned in *AM GOV* text.
 - Dr. Lynette Olson, Provost of K-State, will be visiting us on March 17 at 2:00 p.m.
- The Board thanked Dr. Agha-Jaffar for her report.

9. Brian Bode, VP for Finance & Administrative Svcs., gave his report on the following:
- TAASU students with Sponsors Marisa Gray and MaRie Hinson gave a report on their attendance of the Big XII Conference recently. The Board thanked them for their participation and report.
 - Information Svcs. is working on securing the campus wireless network along with moving the computing systems over to Microsoft Windows 7.
 - Media Services Dept. is working on the production of a Kids Health Program.
 - Information Svcs. is in the process of putting the Input Survey regarding the Presidential search on line for use.
 - Professional Development is making a presentation at the NISOD Conference
 - Bid documents are going out to contractors for general contractors for the construction on the Police Academy and Tech. Ed. Center
 - Brian will be meeting with the Dept. of the Army regarding the Lowes property
 - The Business Office will be welcoming back Robin Mosley part-time next week
 - The women's basketball team celebrated their 5th best season ever while the men's basketball celebrated their best season ever
 - The Child Care Center was given an exemplary rating for their child care center and a rating of proficiency for their after school program
 - Heidi Garvey is helping to plan the Medical Disaster Drill for Wyandotte County on April 20th
 - Counseling Center is preparing for the College Fair
 - Career Center is preparing for the next speaking event in the series of "Industry Speaks".
 - Wyandotte Regional Prevention Center will be hosting the Anti-Drug Leadership Council
 - Enrollment Management Division is focusing on the job of enhancing student retention.
 - Cliff Smith of the Tech. Ed. Center is working with the Academic Resource Center on the "work keys" test.
 - The record amount of \$21,034,000 in student financial aid was awarded from KCKCC Financial Aid program.

The Board accepted the VP Report and thanked Mr. Bode.

10. Dean Leota Marks reported the following two Personnel Information items:
- Resignation of Amy Arellano as Instructor of Speech and Forensics Coach in the Humanities Division effective June 30, 2011
 - Resignation of Joseph N. Catrett as PT Evening Information Center Specialist effective March 1, 2011
11. Dean Marks then presented the following Personnel Recommendations for approval:
- Approval to employ Thomas B. Fehlhafer as HVAC Maintenance Technician in the Buildings & Grounds Dept. effective March 14, 2011 at the annual salary of \$33,991.11
 - Approval to employ Dena C. Wesley as Media Distribution Technician in Media Services effective February 17, 2011 at the annual salary of \$25,793.33
 - Approval to employ Shelly J. Thompson as Technical Asst. in the Leavenworth Center effective February 10, 2011 at the annual salary of \$23,413.49
 - Approval to employ the following PT EMT Program Lab Assistants at the rate of \$10.10 per hour:

Kevin L. Waterworth	February 22, 2011
Jacob R. Righter	February 22, 2011
Eric M. Chioffe	February 21, 2011
 - Approval to employ the following PT MICT Program Lab Assistant(s) at the rate of \$12.06 per hour:

Teri L. Busse	March 2, 2011
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 - Approval to employ Leann M. Harris as PT Substitute Teacher in the Nail Tech. Program effective February 15, 2011 at the rate of \$37.27 per hour
 - Approval to employ the following Adjunct Faculty at the rate of \$722.00 per credit hour:

Roger S. Villanueva	Criminal Justice	January 18, 2011
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 - Approval to employ the following PT Instructors for Continuing Education Non-Credit classes:

Joyce McMahan	End of Life Issues for Healthcare Professionals	\$240.00
Joyce McMahan	Ergonomics 101 for Occupational Therapists	\$337.50
Joyce McMahan	A Review of the Shoulder for Healthcare Professionals	\$480.00
Joyce McMahan	Ethical Boundaries for Occupational Therapists and Allied Health Professionals	\$120.00
Rachel Keck (Excellerant, Inc.)	Just Once Piano for Busy People	\$90.00

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

12. Mr. Bode presented the bills for payment. Trustee Townsend moved to approve the bills as presented. Trustee Breidenthal seconded and the motion carried.

13. Mr. Bode presented the following finance recommendations for approval:

- Approval of payment for \$283,799.19 to Commerce Bank for Visa credit card purchases for January 2011. (Various Funds)
- Approval of payment for \$32,868.00 to New Horizons LLC for a bid on the TEC 1 and TEC 2 sites. The bids are summarized below and all detail bidding is attached for review. (Construction Bond Fund)

New Horizons	\$32,868
Kingston Environmental Services, Inc.	\$44,376
AT Abatement Services, Inc.	\$59,794
B&R Insulation, Inc.	\$62,725

- Approval to contract with Peerbolte Creative for consulting services in the development, programming, design, and construction of a new performing arts building, for \$32,420.00. Peerbolte was selected based on their proximity to KC, their reputation for service, and their experience in higher education performing arts buildings. Also considered was TVS Design of Atlanta/Chicago. (Construction Bond Fund)

Trustee Rios moved to accept the financial recommendations as presented. Trustee Ash seconded and the motion carried.

14. Under the Report of Committees, Trustee Breidenthal reported on the College Advancement Council activities and noted that she looked forward to substantial input from the different areas represented by the members of the College Advancement Council.
15. Mr. Baz Abouelenein, Dean of Information Services, made a presentation on computer possibilities for use by the Board of Trustees. He reviewed the differences between the laptop, notebook, and the previously discussed iPad. It was the consensus of the Board that the topic would be discussed by two volunteers of the Board, Trustees Breidenthal and Townsend, with Dean Abouelenein and Lisa Gammon, Board staff, and report back with suggestions at the May meeting. It was also noted that the Survey for Input for the Presidential search was up on the website and had already had numerous hits.
16. The next item presented was the Climate Survey Results by College Senate President, Tammy Miller. Following lengthy discussion, the Chairman requested that the groups come back to the Board with ideas for solutions to survey issues at the May meeting.
17. The next item was consideration of employment of Presidential Search Consultant Firm. Trustee Rios moved to hire Dr. Jeff Hockaday and his firm to conduct the search for the replacement of Dr. Tom Burke, retiring President, at a fee not to exceed \$40,000.00 with expenses not to exceed \$3,000.00. Trustee Townsend seconded. Following discussion the vote was taken and the motion carried.
18. The Chairman noted that the next step in the process was to hire a staff person outside of the college to assist the Board and Dr. Hockaday for the course of this process. Trustee Rios moved to hire a staff person outside of the college to assist the Board and Dr.

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Hockaday for the course of this search process. Trustee Townsend seconded and the motion carried. The chairman noted that something to be thinking about is the compensation package for the President's position.

19. The chairman noted that a meeting date needed to be set for a meeting with Dr. Hockaday regarding the search procedure and process. The consensus was to hold a special meeting of the Board of Trustees on March 31st with the full board at 6:00 p.m. at McAnany, VanCleave & Phillips with a light meal provided for the purpose of discussing the search procedure and process.
20. Then by consensus, the Chairman then set a special meeting of the Board of Trustees to discuss the compensation package for the President's Position on March 30, 2011 at 4:30 p.m. in KCKCC Board Room.
21. Trustee Rios moved to adjourn the meeting. Trustee Townsend seconded and the motion carried.

The meeting adjourned at 10:25 a.m.

ATTEST: _____ Chairman

_____ Secretary