

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

July 20, 2010

The regular monthly meeting of the Board of Trustees was called to order at 9:00 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. Dr. Burke noted that there were the following amendments to the agenda:

**Addition(s):**

**XI. Personnel**

A. Information:

4. Resignation of Kristina Juarez as full time On-Track Instructor in the Continuing Education Division effective July 8, 2010
5. Resignation of Pearlyn Banks as part time Teacher at the KCKCC Campus Child Care Center effective July 18, 2010
6. Resignation of Karen Kidder as Nursing Instructor in the Nursing & Allied Health Division effective June 30, 2010

B. Recommendations:

22. Approval of proposed personnel additions for FY 2011 (**Attachment B**)
23. Approval of proposed salary adjustments for FY 2011 (**Attachment B**)
24. Approval of proposed classification changes (**Attachment B**)

**XV. Miscellaneous Business**

- D. Enter executive session to discuss qualifications of private businesses to serve as pre-construction manager for the TEC.

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

2. Dr. Burke took control of the gavel to conduct the annual election of Board of Trustees officers. He called for nominations for the office of President. Trustee Townsend moved that the Board of Trustees Officers remain the same as the past year, Trustee Daniels as Chairman, Trustee Ash as Vice Chair, Dr. Burke as Secretary, and Mr. Brian Bode as Treasurer. Trustee Breidenthal seconded and the motion carried. Chairman Daniels noted that he would be happy to serve another term but felt like it would be a good thing to elect a different officers next year.
3. Chairman Daniels stated that he was appointing the same board committee's as last year but would entertain conversation if there were any objections.

- Trustee Rios moved to approve the following Bank Depositories for the fiscal year 2010-2011 year to be the same as last year:

**Brotherhood Bank & Trust**

Board Scholarship  
Federal Programs  
Capital Outlay

**Commerce Bank**

Visa Card

**Higher One Bank**

Student Refunds

**US Bank**

Student Loan Restricted Account

**Mid-American Bank & Trust**

Adult & Continuing Education  
Incidental Fund

**Security Bank of KC**

General Fund  
Health Care Account  
Health & Child Care Reimbursement Acct.  
Student Union Fund

**Liberty Bank**

General Fund CD

Trustee Townsend seconded and the motion carried.

- Trustee Rios moved to appoint Wyandotte Daily News as the official college newspaper for 2010-2011. Trustee Townsend seconded and the motion carried.
- Trustee Townsend moved to approve the law firm of McAnany, Van Cleave & Phillips as the college attorney for 2010-2011. Trustee Maddox seconded and the motion carried,
- Trustee Rios moved to appoint Dr. Sanki Min as the Freedom of Information Officer for the 2010-2011 year. Trustee Breidenthal seconded and the motion carried.
- The next item was to select a day and time of each month for the regular monthly Board of Trustees meetings. Following discussion Trustee Townsend moved that the day and time for the monthly meetings be the third Tuesday of every month at 8:00 a.m. in the Board Meeting Room and to hold the Budget Hearing on August 10<sup>th</sup> with a time to be decided. Trustee Maddox seconded and the motion carried.
- Trustee Townsend moved to approve the minutes of the June 15, 2010 Board of Trustees meeting as presented. Trustee Maddox seconded and the motion carried.
- Under the Patrons & Petitioners portion of the meeting, Mr. Chester Owens & Ms. Jonnie Love made a brief presentation to the board regarding “The Sumner Story”, a history of Sumner High School and the community’s relationship. Ms. Love presented Dr. Burke with

a copy of the book and requested that the college acquire copies for their library along with promoting and developing coursework around it. Ms. Love also agreed to come back to the college to speak regarding the book and Sumner's History. The Board thanked Ms. Love and Mr. Owens for their work, presentation and time.

11. Under "Communications", Dr. Burke relayed the message in a thank you note from Leota Marks stating her gratitude for all of the sympathy extended on behalf of the Board of Trustees and Administration upon the recent death of her brother.
12. Dr. Burke, College President, reported on the following:
  - The status of the lawsuit against KBOR by Dodge City, Pratt, and Cowley Community Colleges and that the injunction to take and delay funding previously allocated for colleges with technical education centers in the state of Kansas.
13. Dr. Agha-Jaffar, Provost, reported on the following items:
  - The Annual Report for Academic Affairs which was given to each board member
  - On Thursday, July 15, KCKCC hosted the Biotechnology and Engineering Academy end of course presentations.
  - On July 5, two students (one from Wyandotte County) and an instructor were featured on a public affairs talk show on Channel 62 (Sunday from 1:00-1:30). They were part of a computer camp for disadvantaged and at-risk youth that we co-sponsored with JCCC. 30 students participated. Terry Morrison was the coordinator.
  - Howard Phillips, a Major Appliance Repair student at the TEC, received the silver medal in the postsecondary Major Appliance Repair skills USA Championship. Wyandotte Daily News ran an article on him. He was also on WDAF TV on 6/24 and 6/25.
  - Mark Moehlman, our Machine Technology instructor at the TEC, received the Excellence in Teaching Award from KCWE (Kansas Council for Workforce Education). Stephen and Karen Clegg received the Leadership Award for providing nursing scholarships to LPN students at the TEC.
  - KCKCC and Donnelly were awarded a 3-year HRSA Grant Diversity NOW for transitioning LPNs into the RN program. KCKCC award included one full-time transition specialist, several major pieces of equipment, Nursing Kelly VitalSim and Noelle Maternal and Neonatal Birthing Simulator. The grant also provides for 8 laptop computers for students to use while in the program and some clinical laboratory supplies.
  - We heard from Howard Bauleke, Chief of Staff for Dennis Moore, that the FY11 appropriations bill that was reported by the House Labor HHS Education Subcommittee on Thursday, July 13, included an earmark of \$750,000 to KCKCC's HEART program (Hospitality Education and Retail Training). Final version of the

bill is not expected until after the November election, but he is hoping it will become law by the end of 2010.

- Curtis Smith defended his dissertation on June 23 at UMKC. He received his doctorate in Urban Leadership and Policy Studies in Higher Education.
- KCKCC –Workforce Development, Wyandotte Econ. Development, and Workforce Partnership are co-sponsoring Employment Exploration on July 29 from 3:00-5:00 p.m. at the Performing Arts Center. Employers will participate in a panel discussion and will share information about the types of professional positions that are currently available. Participating employers include Cerner, Fairfax Credit Union, Frito Lay, Hollywood Casino, Sara Lee, Kellogg, UPS Freight, and Speed Way.

14. Mr. Brian Bode, Vice President for Student & Administrative Svcs., reported on the following:

- Enrollment Management Dept. - is gearing up for the Fall 2010 enrollment. Registration at Technical Education Ctr. & Leavenworth Ctr. will be on August 11<sup>th</sup> and on the main campus on August 12<sup>th</sup>.
- Academic Resource Center - Mr. Robert Beach, Technical Specialist, recently hosted a very successful webinar for other colleges regarding equal access and technical tools
- The Acad. Resource Ctr. - administered 466 Accuplacer test
- Financial Aid Office - had 89 appeals for financial aid which they are handling
- Athletics Dept. - The Athletics Dept. hosted a golf tournament and raised \$8,000 for student athletic scholarships
- Student Services - Linda Sutton of Student Services recently participated in the “Buckle Up America” conference and donated a child seat. Erik Kirkwood graduated from Urban League Leadership Program and his internship program is doing very well.
- Human Resources - has been very busy
- Regional Prevention Center – made 4 presentations on drug and alcohol addiction to the summer youth programs on campus
- Information Services – addition of WebAdvisor to prompt for updated addresses for users (students)
- The west parking lot has been resurfaced
- The roofing project is on schedule to be completed in September 2010

15. Leota Marks, Dean of Human Resources, presented the following Personnel Information items:

- Resignation of John N. Kessler as Instructor of Buildings & Properties at the TEC effective June 28, 2010
- Resignation of Christine Popoola as Administrative Assistant to the Dean of Engineering, Math & Science Div. effective July 9, 2010
- Resignation of Jennifer A. Lozier as Class III Secretary at the Leavenworth Center effective July 8, 2010

- Resignation of Kristina Juarez as full time On-Track Instructor in the Continuing Education Division effective July 8, 2010
  - Resignation of Pearlyn Banks as part time Teacher at the KCKCC Campus Child Care Center effective July 18, 2010
  - Resignation of Karen Kidder as Nursing Instructor in the Nursing & Allied Health Division effective June 30, 2010
16. Dean Marks presented the following Personnel Recommendations for approval:
- Approval of retirement of Michael L. Renfro as Groundswoker in the Buildings & Grounds Dept. effective July 1, 2010
  - Approval to employ Dr. Marvin L. Hunt as Dean of the Business & Continuing Education Division effective July 21, 2010 at the annual salary of \$91,800.00
  - Approval to employ Dr. Cherilee Walker as the Dean of the Humanities & Fine Arts Division effective August 2, 2010 at the annual salary of \$91,800.00
  - Approval to employ Stephen M. Scott as Nursing Instructor in the Nursing & Allied Health Division effective August 11, 2010 at the annual salary of \$41,339.93
  - Approval to employ Melanie L. Yunger as Nursing Instructor in the Nursing & Allied Health Division effective August 11, 2010 at the annual salary of \$41,339.93
  - Approval to employ Chandra Thapa as Physics Instructor in the Engineering, Math & Science Division effective August 11, 2010 at the annual salary of \$41,339.93
  - Approval to employ Daryl N. Long as Sociology Instructor in the Social Sciences Division effective August 11, 2010 at the annual salary of \$41,339.93
  - Approval to employ David M. Root as Director for Purchasing & Risk Management in the Financial & Administrative Services Dept. effective August 16, 2010 at the annual salary of \$54,500.00
  - Approval to employ Jaclyn Anderson as Director of Academic Resource Center under the Enrollment Management & Registrar's Office effective August 2, 2010 at the annual salary of 59,103.00
  - Approval to employ Anthony D. Caldwell as Network Specialist in the Information Services Division effective July 19, 2010 at the annual salary of \$39,766.00
  - Approval to employ Ryan P. Arens as the Assistant Athletic Trainer in the Athletics Dept. effective July 12, 2010 at the annual salary of \$34,520.00
  - Approval to employ Lisa K. Cline as Webmaster in the Information Svcs. Dept. effective August 9, 2010 at the annual salary of \$44,000.00
  - Approval to employ Sherri Parsley as EMS Program Technical Assistant in the Nursing & Allied Health Division effective July 19, 2010 at the annual salary of \$23,297.00
  - Approval to employ the following Adjunct Instructors at the rate of \$715.00 per credit hour:

Elizabeth L. Hicks	Biology	June 2, 2010
Janice L. McIntyre	Exercise Science	June 2, 2010
Nathaniel L. Williams	English	August 11, 2010
Rose Marchick	Psychology	August 11, 2010
Brenda K. Kelly	Reading	August 11, 2010
Christopher W. Biggs	Audio Engineering	August 11, 2010

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Dirk J. McBratney	English	August 11, 2010
Jan M. Good-Bollinger	Spanish	August 11, 2010
Cheray L. Pointer	English	August 11, 2010

- Approval to employ Van L. Powell as Part Time Lab Assistant for Building & Property Maintenance in the TEC effective June 14, 2010 at the hourly rate of \$20.72
- Approval to employ Albert J. Monkewicz as Part Time Lab Assistant for Machine Technology at the TEC effective June 28, 2010 at the hourly rate of \$20.72
- Approval to employ Rachael DeHerrera as Part Time Wellness Center worker & Life Guard in the Wellness Center effective July 12, 2010 at the hourly rate of \$10.50
- Approval to employ the following part time instructors for Continuing Education Non-Credit classes:

<b>RFP DATE</b>	<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>START/END DATE</b>	<b>SALARY</b>
6/2/10	Scott Prebys	Jazz Camp	6/7 – 6/11/2010	\$1300.00
6/3/10	James Hathaway	Driver’s Education	4/6 – 5/30/2010	\$2160.00
6/3/10	Maya Zahira School Of Belly Dance	Beginning Belly Dance Belly Dance Conditioning Workout	5/1 – 6/5/2010 5/1 – 6/5/2010	\$126.00 \$84.00
6/29/10	Brandon Maples	BLS for Healthcare Providers	6/29/10	\$100.00

- Approval of change in status of employment for Dr. Edward A. Kremer from Professor of Chemistry to Dean of Engineering, Math & Science Division effective July 1, 2010 at the annual salary of \$91,800.00
- Approval of change in status of employment for Carolyn E. Jaqua from Admissions Secretary to Professional Assistant/Bookkeeper at the TEC effective June 14, 2010 at the annual salary of \$25,665.00
- Approval of change in status of employment for Paige D. Darby from Adjunct Instructor of Math to full time Mathematics Instructor in the Engineering, Math & Science Division effective August 11, 2010 at the annual salary of \$46,876.53
- Approval of proposed personnel additions for FY 2011
- Approval of proposed salary adjustments for FY 2011
- Approval of proposed classification changes

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

17. Mr. Bode presented the bills for payment. Trustee Townsend moved to approve the payment of the bills as presented. Trustee Rios seconded and the motion carried.
18. Mr. Bode presented the Finance Report for approval. There was brief explanation of various items in the report by the Trustee Rios (of the Board Finance Committee) and Mr. Bode. Trustee Rios moved to approve the Finance Report. Trustee Breidenthal seconded and the motion carried.
19. Mr. Bode presented the following recommendations (1-10) for approval:

- Approval of payment of \$275,336.54 to Commerce Bank for Visa credit card purchases for June 2010 (Various Funds)
- Approval of payment of \$29,953.90 to I Support Learning, Inc. for software site licenses, supplies, and administrative support for teaching employment skills for Adult Basic Education (Next Step Grant Fund)
- Approval of payment of \$10,000.00 to the University of Kansas for fees for the OneWired Introduction to Bio-manufacturing Course for Continuing Education (Workforce Development Fund)
- Approval of payment of \$32,278.67 to WSKF Architects for architectural services for the West Remote Parking, Humanities Service Drive, East Campus Façade, and Police Academy projects for Administrative Services (Capital Outlay Fund)
- Approval to renew employee health insurance with Aetna with a 14.68% premium increase for 2010-11
- Approval to accept change order additions to the KCKCC Re-Roof II project totaling \$121,130.00 for Delta Innovative Services to install ½” Securock in lieu of ¼” DensDeck, replace broken glass in roof vents, and add 2” of polyisocyanurate insulation to the Humanities and Science roofs and 1.5” of insulation to the Administrative roof (Capital Outlay Fund/KS Loan Funds)
- Approval of payment of \$16,347.28 to Campus America for renewal of Poise Financial Aid, Data Management, and Registration Systems software maintenance for 2010/11 for Information Services (General Fund)
- Approval to accept the low bid of \$38,675.00 from QBE Specialty Insurance and Dissinger Reed Insurance Services for Basic Athletic Insurance for 2010/11 (General Fund)

3 Basic bids:

QBE Specialty	\$38,675.00
US Fire	\$41,325.00
Nationwide Life	\$43,300.00

- Approval of the following resolution concerning bond re-financing:  
*A resolution authorizing Kansas City Kansas Community College, Wyandotte County, Kansas to enter into a lease transaction, the proceeds of which will be used to pay the costs of refinancing certain student center building improvements on the college campus in Kansas City, Kansas; and approving the execution of certain documents in connection therewith.*
- Authorize publication of the FY 2010 Budget

Trustee Townsend moved to approve items 1-9 (All but #10. Authorization to publish the FY 2010 Budget) and move #10 after executive session. Trustee Maddox seconded. Following much discussion and explanation, the vote was taken and the motion carried.

18. Under committee reports Trustee Breidenthal stated that the Community Listening Project Committee would be meeting briefly following the Board Meeting and that the dates for sharing the outcome of the project were August 17 (for college) and August 19 (for program participants group) in the Upper Jewell Center.

19. The next order of business was to set the date and time of the FY 2010-2011 Budget Hearing. Following much discussion it was decided that the budget hearing would be held on Tuesday, August 10, 2010 at 4:00 p.m. in the Board Room.
20. Trustee Townsend moved to enter executive session for the purpose of discussing item XV B 10. Authorize publication of the FY 2010 Budget and to discuss faculty negotiations and staff salaries and benefits with possible action to follow. Trustee Breidenthal seconded and the motion carried. The Chairman allowed five minutes to clear the room.
21. The Board convened in executive session at 10:15 a.m.
22. The Board reconvened in regular session at 10:30 a.m., at which time Trustee Rios moved to authorize a 1% increase in salary for those employees not under faculty contract. Trustee Townsend seconded and the motion carried.
23. Trustee Rios gave a brief summary of the proposed budget and history/status of mill levy and fee changes for the college for the last 5 years and moved to authorize to publication of the proposed budget for the 2010-2011 year. Trustee Townsend seconded and the motion carried.
24. Trustee Rios moved to enter executive session to discuss a personnel matter subject to attorney-client privilege for a period of 30 minutes with possible action to follow. Trustee Townsend seconded and the motion carried. The Board convened in executive session at 10:31 a.m.
25. The Board reconvened in regular session at 10:45 a.m. at which time Trustee Ash moved to take up the matter of upholding the termination of Dr. Hasan Naima which was tabled at the June meeting. Trustee Maddox seconded and the motion carried with one “no” vote.
26. Trustee Townsend moved to uphold the termination of Dr. Hasan Naima effective July 20, 2010. Trustee Breidenthal seconded and the motion carried with one “no” vote.
27. Trustee Townsend moved to enter executive session to hold preliminary discussions on contractual terms and qualifications of private business to serve as pre-construction manager for the Technical Education Center for a period of no more than 15 minutes. Trustee Ash seconded and the motion carried. The Board entered executive session at 10:50 a.m.
28. The Board reconvened in regular session at 11:05 a.m. at which time Trustee Ash moved to authorize Dr. Burke and the designated administrators to negotiate a contract with J.E. Dunn Construction for pre-construction services for work on the Technical Education Center project. Trustee Townsend seconded and the motion carried.



29. The Chairman adjourned the meeting at 11:10 a.m.

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

\_\_\_\_\_ Secretary